



2018-2019 ADOPTED BUDGET



WE ENVISION CEDAR HILL AS A PREMIER CITY THAT RETAINS ITS DISTINCTIVE CHARACTER;
WHERE FAMILIES AND BUSINESSES FLOURISH IN A SAFE AND CLEAN ENVIRONMENT.

Cedar Hill, Texas, USA

Section 102.007 of the Texas Local Government Code requires that the following information be included as the cover page for our budget document:

City of Cedar Hill Fiscal Year 2018-2019 Budget Cover Page

This budget will raise more revenue from property taxes than last year's budget by an amount of \$2,013,051, which is a 8.29 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$246,587

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

Council Member	Voting on Tax Rate Proposal (Y/N)	Voting on Adoption of Budget (Y/N)
Rob Franke, Mayor	Y	Y
Stephen Mason, Mayor Pro Tem	Y	Y
Chad A. McCurdy	Y	Y
Daniel Haydin, Jr.	Y	Y
Wallace Swayze	Y	Y
Jami McCain	Y	Y
Clifford Shaw	Y	Y

Property Tax Rate Comparison

	2018-2019	2017-2018
Property Tax Rate:	\$0.697028/100	\$0.698760/100
Effective Tax Rate:	\$0.647676/100	\$0.661146/100
Effective Maintenance & Operations Tax Rate:	\$0.475218/100	\$0.485102/100
Rollback Tax Rate:	\$0.697328/100	\$0.709970/100
Debt Rate:	\$0.184093/100	\$0.186060/100

Total debt obligation for City of Cedar Hill secured by property taxes:

SUMMARY OF DEBT OUTSTANDING:	Principal	Interest	Total
General Obligation Debt (GO):	\$61,720,000	\$13,231,395	\$74,951,395
Certificates of Obligation (CO):	\$13,965,000	\$3,824,355	\$17,790,355
Total	\$75,685,000	\$17,055,750	\$92,741,750

BUDGET FY2018-19

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CITY OF CEDAR HILL

2018-2019 ANNUAL BUDGET

CITY COUNCIL

Rob Franke.....	Mayor
Stephen Mason.....	Mayor Pro Tem
Jami McCain.....	Place 1
Daniel C. Haydin, Jr.....	Place 2
Wallace Swayze.....	Place 3
Chad A. McCurdy.....	Place 4
Clifford R. Shaw.....	Place 6

CITY STAFF

Greg Porter.....	City Manager
Melissa Valadez-Cummings.....	Assistant City Manager
Marie Watts.....	Assistant to the City Manager
Alan Dickerson.....	Finance Director
Latifia Coleman.....	Finance Business Manager
Alison Ream.....	Communications Director
Tracey Tso.....	Human Resources Director
Jenifer Sweeney.....	Human Resources Manager
Ron McFarlane.....	City Attorney
Belinda Berg.....	City Secretary

BUDGET FY2018-19

ADOPTED BUDGET



Distinguished Budget Presentation Award



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Cedar Hill

Texas

For the Fiscal Year Beginning

October 1, 2017

Christopher P. Morrell

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award of Distinguished Presentation to the **City of Cedar Hill, Texas**, for its Annual Budget for the fiscal year beginning **October 1, 2017**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communication device. This award is valid for a period of one year only. The City of Cedar Hill believes the current budget document continues to conform to the program requirements and will be submitted to GFOA for consideration for the award for the budget year beginning October 1, 2018.

Additional details regarding the Distinguished Budget Presentation Award and criteria can be found on the GFOA website www.gfoa.org/award-programs.

August 17, 2018

Mayor and City Council:

It is with great pleasure that I submit to you the fiscal year 2019 budget for the City of Cedar Hill. The comprehensive budget and its component parts build upon the distinctive priorities and objectives established by the City Council and the community over the past several years and expressed through numerous adopted public plans, town halls, neighborhood meetings, and community surveys.

The proposed budget reflects continued investment in service levels to meet the community's high expectations and growing demands for a variety of high value, boutique services. The budget addresses the top priorities of the community including: improving traffic flow; enhancing the quality and maintenance of roadways and public facilities; building a vibrant economy; and enhancing neighborhood vibrancy and engagement. It also supports the City Council's goal of preserving and enhancing Cedar Hill's distinctive character, natural environment, and open spaces while maintaining Cedar Hill's status as one of the safest and most progressive cities in the region.

While the proposed budget addresses today's immediate priorities, it also provides for investments in Cedar Hill's future through numerous comprehensive planning efforts, unprecedented neighborhood and community engagement activities, and efficient implementation of major capital projects authorized by voters in the 2017 bond election. As always, this budget remains true and consistent to Cedar Hill's Vision and Values, due to the extraordinary servant leadership, service, and guidance of the City Council, Board and Commission members, neighborhood leaders, and community partners whose love for this town and its people are reflected herein.

Providing Value to Residents, Businesses, and Visitors

The FY 2019 budget includes a property tax rate of \$0.69703, a slight reduction from prior years. The long-term stable tax rate policy employed by the Council over the years has allowed Cedar Hill to maintain the second lowest tax rate of all our surrounding cities, and an exceptional value for residents and businesses. The average home value in Cedar Hill is now \$178,811, which means that the average homeowner pays \$104 per month or \$3.41 per day for city services, including 24-hour police response, fire protection, and emergency medical services; 3,729 acres of public park land; 53 library programs per month; and 310 miles of paved streets. By deploying numerous strategies that leverage local tax funds, including grant and partnership funding for capital projects and numerous regional service partnerships, Cedar Hill is able to provide a higher level of service even with a lean organization. Even with the continued appreciation of property values associated with current economic growth, the cost of City services remains less than the average family's monthly cell phone bill.

Revenue and Expenditure Overview

While continuing to support the initiatives and services noted above, the FY 2019 General Fund budget is a conservative one, slightly decreasing property tax rate and limiting expenditure growth to a modest 2.6%. This reflects concerns over potential fiscal headwinds on the horizon, including the threat of legislatively imposed revenue caps, changing trends in some key revenue sources, and increased cost pressures on operational commodities and labor. As a result, this budget seeks to position the City to ensure the continuation of services and key initiatives while maintaining the fiscal resiliency to address these headwinds in the future.

According to the Dallas Central Appraisal District, the total assessed property value FY 2019 is \$3,779,101,307, an 9.4% increase over the previous year. New construction accounts for 11% of the total growth in taxable value. Total property tax collections are projected to be \$19,561,620, a 10.2% increase over the previous year. Total General Fund revenues are anticipated to increase 4.2 % from the prior year budget as growth in property tax revenue is offset by projected decreases in the performance of other major revenue sources, such as sales tax, franchise taxes, ambulance fees, and charges for services.

For these reasons, the proposed FY 2019 budget is primarily a “continuation budget” with no significant new service programs or initiatives recommended. General Fund expenditures are directed towards maintaining current service levels. The proposed budget includes maintaining market competitiveness and retaining highly trained and high performing staff members, especially in the increasingly competitive and challenging public safety positions. Funds are also directed towards targeted equipment replacements to maintain the quality and functionality of the tools used to provide critical services, such as patrol vehicles, a MICU ambulance, and a fire truck. These priorities are clearly reflected in the overall distribution of expenditures: Public Safety expenses increased by 4.7%, Public Works expenses increased by 3.9%, General Government expenses decreased by 3.1%, and Community Services remains unchanged.

Commitment to Public Safety

The proposed budget maintains Cedar Hill’s traditional community priority investment in public safety. Public Safety related expenditures account for 64% of General Fund expenditures and the majority of revenue growth is directed to public safety services. These investments have already paid significant dividends, with crime rates and response times down, a violent crime rate that is 50% lower than neighboring cities, and crime clearance rates (crimes solved) two and three times higher than in neighboring cities. Our Fire and EMS services have also demonstrated a uniquely high level of service delivery. This past year, the Fire Department has been honored with the Mission: Lifeline EMS Gold Plus Level Award for patients who suffer severe heart attacks and the Emergency Medical Services for Children (EMSC) Pediatric Program Gold Level award/designation for their work in ensuring appropriate and effective pediatric emergency care. The Fire Department also helped build community by coordinating the Hero’s Walk to walk with Cedar Hill ISD special needs high school graduates and exposing youth to careers in the Fire Department through the Explorer’s Program.

Investments in the Future

Although the proposed FY 2019 budget is conservative in expenditures and projected revenue growth, Cedar Hill has a strong, vibrant future and is in the midst of a significant growing trend as more and more people discover and wish to become part of the community and its many charms.

The two most impactful investments in Cedar Hill's future this year will be in the initiation of a new Comprehensive Plan and the continued implementation of voter authorized 2017 Bond program, including milestone new amenities such as a new Public Library, a community outdoor swimming pool, a new creative playground, and numerous upgrades and enhancements to streets and parks facilities all over the City.

Cedar Hill continues to set itself apart from the rest of the region, offering a distinctive balance of high-end services and amenities, small town charm, and the area's most beautiful and engaging open spaces. Continuous improvements to community's infrastructure and amenities are paying dividends and will continue to aid in attracting investment and resources to help broaden the tax burden while supporting the customized, boutique level services our community has come to enjoy and expect.

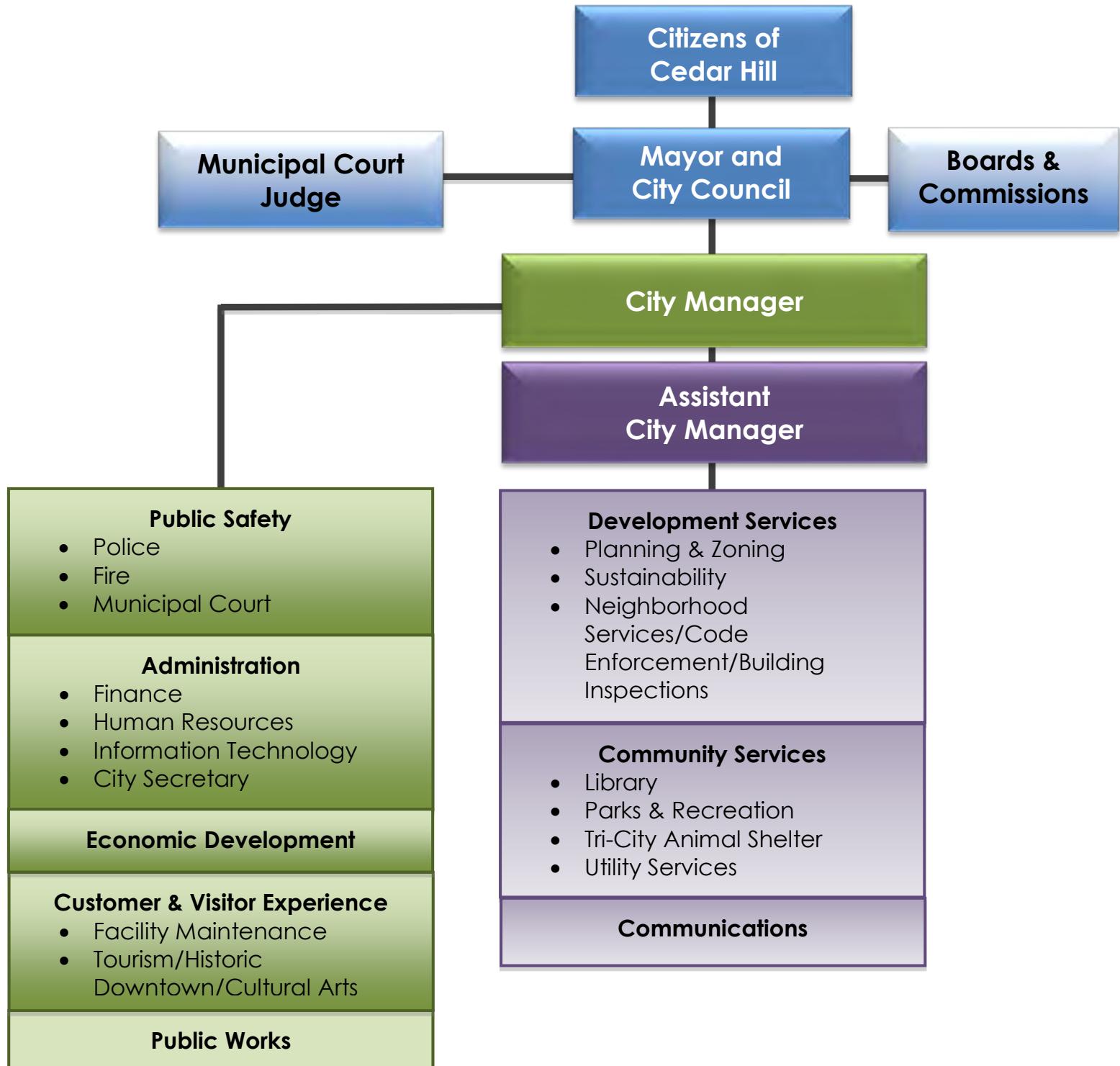
In closing, I would like to express my appreciation to the City Council and the City staff for committing so many long hours and months to planning and deliberating the priorities, policies and the documents represented in this proposal. I look forward to working together as we continue on the path of building the Premier City Cedar Hill is destined to be.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Greg Porter".

Greg Porter
City Manager

ORGANIZATIONAL CHART



Vision Statement

We envision cedar hill as a **premier city** that retains its **distinctive character**; where **families** and **businesses flourish** in a **safe** and **clean environment**.



Mission Statement

The mission of the City of Cedar Hill is to deliver the **highest quality** municipal services to our **citizens** and **customers** consistent with our **community values**.

Values

We believe that by communicating the values to the community, all others will begin reflecting, articulating, promoting and protecting the distinctive character that will continue Cedar Hill's success far into the future.

- **People and Relationships**
 - Stewardship
- **Highest Ethical Standards, Behavior and Integrity**
 - Servant Leadership

BUDGET FY2018-19

The City Council envisions a “**Premier City**” to be defined by the **following Premier Statements**, which are in no particular order of importance:



Cedar Hill has Distinctive Character:

Character is the internal compass that guides thoughts and actions. The City Council will continue to recognize stellar examples of distinctive character demonstrated throughout the community.



Cedar Hill is Safe: We believe our highest-priority use of taxpayer funds is to keep Cedar Hill a safe community. The City Council is excited about the strong planning, strategic thinking and proactive steps taken by our public safety personnel.



Cedar Hill is Clean: Our vision of a clean city is one in which pride of ownership is evident throughout our neighborhoods, businesses and community spaces. Clean is defined as more than just litter control or code enforcement. Having a clean City is all encompassing where citizens enjoy a healthy lifestyle and exude pride for the City in which we live, work and play.



Cedar Hill has Vibrant Parks and Natural Beauty:

We are blessed with some of the most beautiful topography, spectacular views and open spaces. As a result, the City believes it necessary to serve as good **stewards of these precious natural resources** to maintain, protect and preserve for generations to come.

BUDGET FY2018-19



Cedar Hill has Excellent, Safe and Efficient Infrastructure:

The City Council has developed a solid infrastructure which incorporates vehicular mobility, pedestrian walkability, hike/bike trails and maintaining the roadways to achieve and maintain the excellent, safe and efficient mobility the City Council desires.



Cedar Hill has a Strong and Diverse Economy:

We envision a community in which the development is balanced with the City's distinct natural resources our community loves to enjoy. The City Council desires a strong and diverse economy characterized by the City's growth and development, business and commerce for both day and night populations and one that can be sustained for years to come.



Cedar Hill has Texas Schools of Choice:

The City of Cedar Hill is committed to supporting lifelong learning in our community. We are committed to partnering with all institutions of learning and supporting their efforts to become Texas schools of choice.

BUDGET FY2018-19

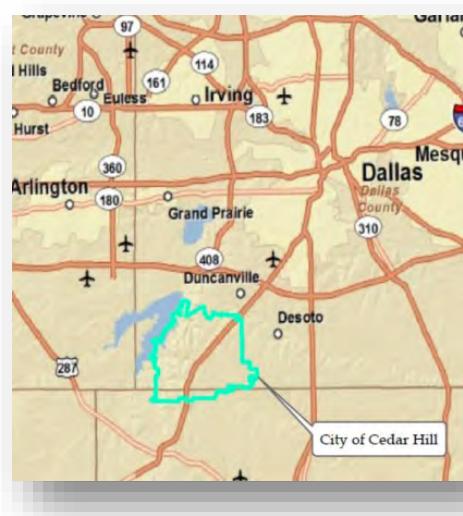
DEPARTMENT ALIGNMENT TO COUNCIL PREMIER STATEMENTS

City Council Premier Statements								
ID#	Department	Distinctive Character	Safe	Clean	Vibrant Parks & Natural Beauty	Excellent, Safe & Efficient Infrastructure	Strong & Diverse Economy	Texas Schools of Choice
100	Administration	X	X	X		X	X	
110	Human Resources	X				X		
130	Information Technology		X			X	X	
150	Finance					X	X	
190	Utility Services	X	X			X		
195	Government Center	X		X				X
199	Non-Departmental		X	X				
310	Police	X	X					X
320	Police CCPD	X	X	X			X	X
330	Animal Control		X	X				
340	Fire		X	X				
350	Emergency Management		X			X		
360	Municipal Court	X	X					X
370	Code Enforcement		X	X				
380	Animal Shelter	X	X					
400	Parks Administration	X		X	X		X	
405	Trail Maintenance		X	X	X		X	
410	Parks		X	X	X			
415	Valley Ridge Park		X	X	X			
430	Recreation	X	X	X	X		X	X
435	Recreation Center	X	X	X	X		X	X
450	Library	X					X	X
470	Neighborhood Services	X	X	X			X	X
480	Historic Downtown	X					X	
520	Planning & Zoning		X	X		X	X	
610	Economic Development	X					X	
611	Tourism & Marketing						X	
700	Public Works Administration	X	X	X		X		
710	Streets & Drainage	X	X	X		X		
750	Fleet Maintenance		X	X				
760	Water & Sewer Operations		X			X	X	
799	Non-Departmental Debt Service					X	X	

CITY PROFILE

CITY PROFILE

The City was incorporated in 1938 under the general laws of the State of Texas and is the oldest organized community in Dallas County. Cedar Hill became a home-rule City in 1975. The City has grown from a small rural town of 6,850 in 1980 to a suburban city with a population estimate of 52,659 in 2018. Since the 2010 census population count of 46,300, the City's population has grown by 1,180 or 2.5%. The median age of those living in the City is 35 years and median household income is \$73,106 while that of the U.S. is \$55,322. The City is nestled twenty minutes southwest of downtown Dallas and has a strategic location at the intersection of four counties. Cedar Hill borders the eastern shore of Joe Pool Lake and Cedar Hill State Park. Its lush, tree-lined rolling hills and wide-open green space allows for hikes, bike rides and other outdoor recreational opportunities. Whether visiting one of the specialty boutiques, national retail stores or enjoying an evening of fine dining, Cedar Hill is a thriving suburb which maintains a small town charm with big city amenities. With easy access to I-20 and I-35 from U.S. Highway 67, Cedar Hill is home to many residents who commute to and from employment in the Dallas-Fort Worth (DFW) metropolitan area.



Some of the most beautiful and fascinating parks and open space areas in the State of Texas are located in the City including Cedar Hill State Park, Mt. Lebanon Encampment, Cedar Ridge Preserve and the Dogwood Canyon Audubon Center. Parks and recreation are important to the City and certainly part of its distinctive character. The City maintains 32 park facilities comprising 721 acres. Park facilities include a recreation center, senior center, softball fields, baseball fields, soccer fields, tennis courts, municipal swimming pool, football fields, playground equipment, picnic pavilions, basketball courts, amphitheater, fishing ponds, paved trails and a nature preserve. The inclusion of neighborhood parks and the preservation of green space will remain a priority as the City expands. The City maintains a goal of 20% of open space which preserves the scenic landscape. Higher education offerings in the City are Northwood University and Strayer University, which offers workforce development and continuing education classes. Cedar Hill Independent School District (CHISD) is focused on providing educational choices for the community through innovative educational opportunities. A wide selection of charter and private schools add to the expansive set of educational choices available to families and new comers to Cedar Hill.

Government Structure: The City operates under a council-manager form of government. Policy-making and legislative authority are vested in the City Council, consisting of a Mayor and six council members. The City Council appoints committees, boards and commissions, the City Manager and City Judge. The City Manager is responsible for carrying out the policies and

CITY PROFILE

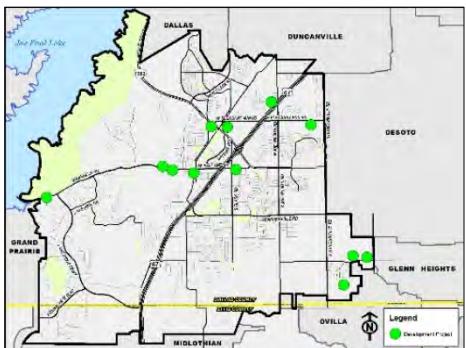
implementing the ordinances of the City Council and overseeing the day-to-day operations of the government, appoints the directors of the various departments and prepares an annual budget.

Services Provided: The City provides a full range of municipal services authorized by statute or charter. These services include police protection, fire suppression, emergency medical services, water distribution, wastewater collection, building inspection, street maintenance and repair, code enforcement, park maintenance, full service recreation services and programming, swimming pool operations, library services, planning and economic development and general administrative services. The City maintains contracts with third parties for its water supply and treatment, wastewater treatment service as well as for solid waste services.

This accompanying budget includes all funds of the City including its component units. The City's component units are legally separate entities for which the City is financially accountable. The City's component units are: Cedar Hill Economic Development Corporation and the Cedar Hill Community Development Corporation.

Factors Affecting Financial Condition and Economic Future: Cedar Hill is no exception to the increasingly positive business climate throughout the DFW Metroplex. Cedar Hill is home to many businesses and is known for its diversified local economy. Cedar Hill, cornering the market on natural beauty, has championed the phrase, "Where Opportunities Grow Naturally" distinguishing itself from other metroplex cities. The natural beauty of the City is well complemented with its strategic central location within the fast-growing North Texas metropolitan area. Cedar Hill has become the regional high-end retail hub with 11 major shopping districts offering more than 3,500,000 square feet of retail, restaurants, office and entertainment and the City continues to grow.

This past year, there has been an increase in both residential and commercial development. Phase II of the Bear Creek neighborhood is under construction and preliminary plans have been submitted for the Vineyards neighborhood. Additionally, Preston Trail, a mixed-use multi-family project, is under construction and Riverside Senior Living Center is anticipated to break ground by the end of the year.



Earlier this year, the Cedar Hill Economic Development Corporation approved a development agreement with Lake Moreno Partners, LLC for a mixed-use development project in historic downtown Cedar Hill. The 40,000-square foot project, located at W. Belt Line Road and Broad Street, will offer a mix of uses, including retail, restaurant, and office space. Construction of the project is anticipated to begin in mid-2019.

Cedar Hill's role as a tourism destination will be expanded with the addition of a hotel/conference center and a new hotel. The City has partnered with Trademark Company and Taj Hospitality to construct and manage an A-Loft hotel and

CITY PROFILE

conference center at Hillside Village. Additionally, the Fairfield Inn is expected to open by the end of the year.

Two professional office buildings will be added to the Cedar Hill community. Dr. Lopez's dental office is under construction and construction on Ruiz Financial Services offices is anticipated to begin at the end of the year.

When residential, industrial and commercial growth is considered, the City's total tax base increased 9.44% over the 2018 value. The City's taxable values on the 2018 tax roll were \$3,453,234,301 and the 2019 tax roll is \$3,779,101,307. This year, the City's tax rate slightly decreased to \$0.69703 per \$100 of taxable value, which reflects one of the lowest city tax rates in the area.



Financial Planning and Fiscal Policies: The City's budget reflects the community's priorities and the strategic goals set by the City Council to further the vision of Cedar Hill as a premier city. Additionally, it reflects the City's mission to deliver the highest quality municipal services to its citizens and customers, consistent with its community values. In 2018, the City conducted its second biennial nationally benchmarked citizen survey. The purpose of the survey was to gather resident input and feedback on City

programs and services and to help determine long-range planning and investment decisions for the near term and future growth of the City. The top three areas of concern identified in the survey were flow of traffic, enforcement of codes and ordinances and maintenance of city streets, buildings and facilities, which reflects the same priorities as the 2016 survey.

The City uses its master plans to guide its long-term growth and financial planning. Utilizing these plans, the City annually updates a five-year capital improvement plan for streets, utilities and facilities, including the timing and amounts of debt to be issued to fund the plan.

The City completes a benchmarking survey of budgets, staffing and selected activity measurements of thirteen similar cities as part of the annual budget process. These plans and the survey are used as an aid in determining budget allocations to the various departments and activities of the City.

The City's fiscal management policies require minimum fund balances for numerous funds. Each of the funds with minimum fund balance requirements meets or exceeds these requirements. There were no significant impacts on the current year's operations as a result of the fiscal management policies.

Major Initiatives: The City Council sets its priorities to reflect the community's priorities so as to further the vision of Cedar Hill as a "premier city". The results of the recent citizen survey as referenced above facilitated the development of the initiatives for the fiscal year 2019 budget.

CITY PROFILE



In November 2017, the voters authorized a \$45 million bond program with no tax rate increase to address infrastructure and community needs. The citizens passed three propositions authorizing \$10 million in funding for streets and drainage projects, \$20 million in funding for a new library, and \$15 million in funding for parks and recreation capital projects. Work has already begun on many of these exciting projects including: street repairs; creative playground replacement at Virginia Weaver Park; neighborhood and community park renovations; site analysis for the new community pool and site

selection and conceptual design meetings for the new public library. This work was the result of the first year of the bond program with \$4.2 million in general obligation bonds sold in February 2018. In 2019, an additional \$6.9 million is planned to continue the progress of the bond program.

Significant strides have been made in enhancing the City's communication to our residents, bringing the community together and sustaining the distinctive character that makes Cedar Hill unique. Let's Talk Cedar Hill, the online citizen engagement platform, was launched earlier this year to foster two-way communications between our residents and the City about the progress made on the bond projects. This site will also be used to help engage citizens on other topics impacting the City. Additionally, the Highlights Newsletter was redesigned to draw more attention to important issues and developments around our community.

The Neighborhood Services Department hosted the inaugural Neighborhood Leadership Summit and neighborhood leadership meet & greets to connect and empower neighborhood leaders. Additionally, Windsor Park established the City's fourth Public Improvement District (PID) and the Commercial Code Enforcement Program completed its first year to ensure Cedar Hill business properties remain premier.

BUDGET FY2018-19

FISCAL MANAGEMENT POLICY

The City of Cedar Hill's Fiscal Management Policy was adopted by City Council Resolution No. R11-337.

The purpose of this policy is to establish key elements for the financial stability of the City by setting guidelines for fund balances and other fiscal management policies. Unassigned fund balance is an important measure of economic stability. It is essential that the City maintain adequate levels of unassigned fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuation, unanticipated expenditures and similar circumstances. The fund balance also provides cash flow liquidity for the City's general operations.

DEFINITIONS

- **Fund Equity** – the difference between a fund's assets and its liabilities
- **Fund Balance** – fund equity that is available for spending. Fund balance is separated into five categories:
 - **Nonspendable Fund Balance** – includes amounts that are not in a spendable form or are required to be maintained intact. Examples are inventory and prepaid expenditures.
 - **Restricted Fund Balance** – includes amounts that can be spent only for the specific purposes stipulated by external resource providers either constitutionally or through enabling legislation.
 - **Committed Fund Balance** – includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.
 - **Assigned Fund Balance** – amounts that are intended to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.
 - **Unassigned Fund Balance** – the residual classification of the general fund and includes all amounts not contained in other classifications. Unassigned amounts are technically available for any purpose.

BUDGET FY2018-19

Committed Fund Balance

The City Council is the City's highest level of decision-making authority. Formal action is required to be taken to establish, modify, or rescind a fund balance commitment by resolution approved by the City Council. The resolution must either be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.

Commitments

- The City Council commits the resources of the **Joe Pool Fund** to the retirement of the Joe Pool Lake liability.
- The City Council commits the resources of the **Library Fund** for use by the Library Department.
- The City Council commits the resources of the **Landscape Beautification Fund** to landscape beautification projects and related maintenance.
- The City Council commits the resources of the **Street Construction Fund** to street construction except for the amounts budgeted for transfer to the General Fund in the next fiscal year.
- The City Council commits the resources of the **Building Maintenance Fund** to building maintenance projects.
- The City Council commits the resources of the **Drainage Fund** to drainage projects.

Assigned Fund Balance

The City Manager or the Director of Finance, as authorized by the City Council, will assign fund balances to a specific purpose as approved by this fund balance policy.

Unassigned Fund Balance

It is the goal of the City to achieve and maintain an unassigned fund balance in **the General Fund equal to 25% of expenditures**. The City considers a fund balance of less than 20% to be cause for concern, barring unusual or deliberate circumstances. If unassigned fund balance falls below the minimum goal or has a deficiency, the City will consider taking action, including reducing operational expenditures, transfers from unassigned funds and tax increases.

It is the goal of the City to achieve and maintain a working capital balance in the **Water and Sewer Fund equal to 30% of expenditures**. The City considers working capital of less than 15% to be cause for concern, barring unusual or deliberate circumstances. If working capital falls below the minimum goal or has a deficiency, the City will consider taking action, including reducing operational expenditures, transfers from unassigned funds and rate increases.

It is the goal of the City to achieve and maintain an unassigned fund balance in the **Debt Service Fund equal to 15% of expenditures**.

BUDGET FY2018-19

It is the goal of the City to achieve and maintain an unassigned fund balance in the **Community Development Corporation Fund equal to 25%** of revenues.

It is the goal of the City to achieve and maintain an unassigned fund balance in the **Economic Development Corporation Fund equal to 15%** of revenues.

ORDER OF EXPENDITURE OF FUNDS

When multiple categories of fund balance are available for expenditure (for example, a construction project is being funded partly by a grant, funds set aside by the City Council and unassigned fund balance), the City will start with the most restricted category and spend those funds first before moving down to the next category with available funds, unless directed by the City Council to utilize funds in a different order.

OTHER POLICIES

The City will charge the Water and Sewer Fund a **franchise fee** based upon a percentage of gross sales. The percentage will be established annually by the City Council during the annual budget deliberations. The minimum franchise fee to be established is four (4) percent and the maximum fee to be established is five (5) percent of gross sales. This fee is to compensate the General Fund for franchise taxes that would be payable from a privately owned utility.

The City will fund the general operating funds' equipment purchases through the "**Equipment Fund**" to minimize the impact on tax rates and accumulate the funds for replacement equipment.

The City will continue to **use twenty (20) year long-term financing** in order to allow growth to absorb the debt.

The City's **general obligation debt service payments** will not exceed fifty (50) percent of total General Fund expenditures.

Property tax exemptions presently allowed by the City will be continued with no allowance for additional exemptions.

The City will maintain **a coverage rate of 1.25 times in the Water and Sewer Utility Fund** although only 1.2 is required by the bond covenants. The City Council, after reviewing the annual Capital Improvement Plan, may direct a higher coverage rate in anticipation of the issuance of additional bonds.

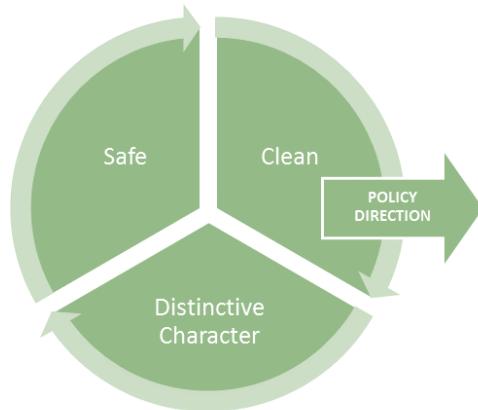
BUDGET FY2018-19

BUDGET PROCESS NARRATIVE

The annual operating budget for the City of Cedar Hill (the City) is the culmination of countless hours of review, research, analysis and discussions by the City Council and City staff who received input from the public during community meetings and via budget hearings. The creation of the budget actually have beginnings from over 7 years ago with the work of a City Council's Strategic Planning retreat in 2010 in which the vision, mission, values, and premier statements were birthed. This section is intended to guide the reader thru the budget document by highlighting the budget process and by giving a summary of the information to follow. The budget document is organized in a way that will help the reader to quickly locate information in a timely manner.

Budget Preparation Process

The budget process actually begins in the Fall of the prior year with the City Council Retreat. During the retreat, the City Council revisits the mission, vision, and premier statements. They also set priorities both short term and long term. After the City Council Retreat the City Manager along with Department Directors determine the strategic focus areas and plans for the upcoming year to carry out the priorities identified by the City Council. In February, the budget calendar is developed and a budget-kick Off Meeting is coordinated by the Budget Team in which worksheet templates, forecasts and training materials are distributed to department budget representatives. The budget team continues to provide year-to-date financial data for revenues and expenditures, and adjust forecast and projections as updated data becomes available.



In March and April key budget components are submitted to the budget team for review, they include the current year revised budget, the subsequent fiscal year proposed base budget, five year projected budgets, request for fleet, new personnel request, capital and new program request. The Budget Office works with departments to create proposed base estimates. The proposed base budget for the subsequent fiscal year omits capital and one-time purchases from the previous fiscal year as the base budget is intended to show the expenses related to maintaining the current year's operations.

Activities that require additional resources, new or replacement equipment, or new programs are included in the capital and supplemental requested amounts. For each item requested, Departments provide a description, itemization, and justification of the estimated costs. These requests are submitted by the Department in a list prioritized according to need. Fleet and computer replacements are submitted by the Fleet Division and Information Technology Department for each Department and evaluated during the Departmental Budget Review Meetings with Directors.

BUDGET FY2018-19

In May, budgets are revised and reviewed by the Budget Team and the City Manager's Office to make any necessary adjustments. Special workshops are held to address capital projects and financing options. All requests are compiled by the Budget team in summary format into Master Budget documents and submitted to the City Manager for review. A meeting is held with the City Manager's Office, Budget Team and all Directors in which each Director presents their new programs for the team's evaluation.

In June, a preliminary budget workshop is held in which the budget team shares with the City Council major revenue and expenditure forecasts, capital improvement projects (CIP) and a listing of proposed programs. During the workshop the City Council shares with City staff some priorities for creating the budget.

In July, a budget workshop is held to share with the City Council, the new revised department budgets and the certified appraisals from the Chief Appraisers. The City Council has the opportunity to review the proposed budget; discuss their opinions and ask questions with the City Manager, provide feedback, and request changes.

After the City Council Workshop there are two public hearings on the budget prior to the meeting to adopt the budget in September. Notices for public hearings for the adoption of both the budget and tax rate will be placed in the local newspaper and on the City's website. If the proposed tax rate exceeds the effective tax rate, the City is required by Texas Law to hold two public hearings on the tax rate in addition to the public hearing on the budget. Likewise, if the proposed tax rate exceeds the effective tax rate, the city must publish the proposed tax rate and notices of a vote on the rate. Public hearings are a critical part of the budget process as they allow citizens a chance to voice their opinions and to ask questions.

By Ordinance the City Council must adopt a final budget appropriation by September 30th for the fiscal year start date, October 1st.

Implementation Process

After adoption, the Finance Department creates an Adopted Budget book which is made available on the city's website, with the City Secretary and on file at the City Library.

On October 1st of the fiscal year, the budget is loaded into the accounting software system with a confirmation detailing the upload submitted to each Department Director. Department Directors are responsible for approving and operating within budgetary controls. Budgetary control is established and maintained after adoption of the budget via quarterly revenue and expenditure statements provided to the City Manager and City Council.

Budget Amendments/Adjustments

Budget changes that do not affect the total for a Department, but transfer funds from one line item to another within a Department's operating budget are allowed at each Director's discretion. A budget adjustment that will bring a change in the total appropriation for a Department may be allowed by the City Manager at the written request of the Department, based on the City's ability to fund the request. A budget adjustment that requires a change in total appropriations at the fund level requires the City Council's approval.

BUDGET FY2018-19

ACCOUNTING METHOD & FUND STRUCTURE

FUND STRUCTURE

The financial structure of the budget is organized by funds. A fund is generally defined as a fiscal and accounting entity which has its own self-balancing set of accounts for recording cash and other financial resources, as well as any liabilities or residual equities or balances. Normally, funds are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, restrictions, or limitations.

The two types of funds utilized in this budget are **Governmental** and **Proprietary**. Governmental funds are used for most government activities, while Proprietary funds are based on the premise that the city service should be conducted as a business with user fees covering expenses. Listed below are descriptions of the funds maintained by the City.

The budgets for the Governmental Funds are prepared on the modified accrual basis of accounting. Under this basis of accounting, revenues are recognized when they become both available and measurable except where the accrual basis is specified by generally accepted accounting principles. Expenditures are recognized when the services or goods are received and the liabilities are incurred. Budgets for the Proprietary Funds are prepared on the full accrual basis of accounting under which transactions are recognized when they occur regardless of timing or related cash flows.

Budgetary control is maintained at the department level in each departmental budget, and encumbrances are entered at the time a purchase order is issued. Unspent and unencumbered appropriations lapse at the end of the fiscal year, except for capital projects.

GOVERNMENTAL TYPE FUNDS

General Fund – the general operating fund for the City. Revenues include: property, sales and other taxes, franchise fees, fines, licenses and fees for services. Operating expenditures provide support for most traditional tax-supported municipal services, such as Public Safety, Parks and Recreation, Libraries, Administration, Planning and Zoning, Neighborhood Services and Public Works operations.

Special Revenue Funds – account for the accumulation and disbursement of legally restricted resources to expenditures for a specific purpose. Funds under this category include the Economic Development Fund, Police Seizure Fund, Hotel Occupancy Tax Fund, Public Education (PEG) Fund, CDBG Fund, Animal Shelter Fund, Library Donation Fund, Crime Control and Prevention Fund, Community Development Fund, Economic Development Corporation Fund and the Tax Increment Fund (TIF).

Debt Service Funds – account for the accumulation of resources for expenditures related to general long-term debt, including principal, interest, and other related costs. The resources are generated by a tax levy based on property values and are used to pay debts incurred through the sale of bonds, certificates of obligation, notes payable and other debt instruments. The bonds finance long-term capital improvements to streets, parks, buildings and other infrastructure.

BUDGET FY2018-19

Capital Project Funds – account for the accumulation of resources designated to construct or acquire capital facilities and improvements. Resources include proceeds from sales of general obligation bonds, certificates of obligation, TxDOT funds, Impact fees and transfers from operating funds.

PROPRIETARY TYPE FUNDS

Enterprise Funds – account for operations that are financed and operated in a manner similar to private business; the intent of the City is to provide goods or services to the general public on a continuing basis that will be financed or recovered through user charges. The City maintains a few Enterprise Funds all related to Water and Sewer (Operations and Capital).

Internal Service Funds – funds designed to account for goods or services provided by one city department for another. The City's Internal Service Funds include the Equipment Fund and the Self Insurance Fund. Charges are billed to departments to recover costs that are incurred by these funds.



BUDGET PLANNING CALENDAR FISCAL YEAR 2018-2019

Feb 14	Director Staff Meeting – Discuss Budget Process and Budget Calendar
Feb 23	Budget Kick-Off Meeting: 10 – 11:30AM (Court Room)
Mar 01	Submit Personnel Requests and Equipment Requests - HR and Fleet
Mar 12-16	CH ISD Spring Break
Mar 27	City Council Meeting: CAFR presented
Apr 06	Operating Budgets: All documents updated to Shared Drive (S: City Share)
Apr 09-13	Finance: Compiles and summarizes budget data as submitted by departments Finance: Revenue Estimates and Projections
Apr 16-25	Finance: Budget Review with Department Directors (round 1) Finance: Revenue Assumptions, Estimates and Projections Preliminary
Apr 17	Streets, Facilities, Drainage and Parks CIP 5 Year Plan Presentation to Council
Apr 18	Finance: Mid-Year Review of FY 18 Budget at Director Meeting
Apr 20	Quarterly Financials and Budget to Council - FYI Material
Apr 30 – May 11	Finance: Compiles Budget Data in master budget documents
May 15	Water and Sewer 5-Year CIP Plan and Rate Study Presentation to Council
May 16-31	Finance, CM and ACM: Budget Overview: Round 2 With Directors/Managers
Jun 19	City Council: Preliminary Budget Presentation & CCPD Board Meeting
Jul 25	Certified Appraisals from Chief Appraisers
Jul 25 – Aug 02	Finance: Final revisions to budget- Executive Summary of Budget Document; Framing Budget for Presentation to City Council
Aug 03	City Council: Budget Workshop - Presentation of City Manager Budget
Aug 10	Dallas County Publishes Tax Rate Notice (1/4 Page Ad) City Publishes Effective and rollback tax rates, statements and schedules and submit to City Council
Aug 14	City Council: (1) Approve certified tax rolls; submit certified values, ETR and roll-back calculated rates; (2) Discuss Tax Rate (if rate exceeds the roll-back rate or effective tax rate (whichever is lower), take a record vote and schedule and announce public hearings
Aug 17	Publish Notice of Public Hearing on Tax Increase
Aug 28	City Council: First Public Hearing on Tax Rate Proposal Public Hearing on FY 2018 Budget
Sep 04	City Council: 2 nd Public Hearing on Tax Rate (Required); Budget (Optional)
Sep 7	Notice of Tax Revenue increase published before meeting to adopt budget
Sep 11	City Council: Adopt by Ordinance(s) the Tax Rate, FY18 Budget inclusive of CCPD, EDC, CDC, CIP and PIDs
Sep 25	City Council: Last City Council Meeting for the Fiscal Year

FY 2018-2019 BUDGET HIGHLIGHTS

AD VALOREM TAX RATES AND REVENUE



The City Manager proposed FY 2019 budget is based upon the tax rate of \$0.697028, which is a slightly lower tax rate than the FY 2018 rate. The Maintenance & Operations (M&O) tax rate is \$0.512935 and the Interest and Sinking (I&S) tax rate is \$0.18043.

Every year, the City receives the total value of all property in which taxes will be assessed from the Dallas and Ellis Central Appraisal Districts. The total assessed value as

certified is \$3,779,101,307 which is a 9.44% increase from last year's certified value of \$3,453,234,301. This is an increase of \$325,867,006. Of this amount, \$35,376,844 or 11% is from new construction while revaluations of existing property represent \$290,490,162 or 89% of the total growth in taxable value.

General Fund tax revenue for 2018-2019 is projected to increase by 9.3% or \$1,654,896 when compared to 2017-2018 budgeted tax revenue of \$17,704,724. Total property tax collections from all sources (current and prior years) for the General Fund is projected to be \$19,561,620 for fiscal year 2018-2019.

GENERAL FUND REVENUES

Comparing FYE 18 Budget to FY 19 Proposed Budget, total General Fund revenues are projected to increase by 4.2% or \$1,473,6643. The increase is primarily due to property tax. Changes from the previous year's budget in General Fund revenues are discussed below.

Sales Tax – Fiscal Year 2018-2019 sales tax of \$8,246,626 is estimated to decrease by \$95,000 or 1.3% as compared to FY 2018 budget of \$8,341,300 for the General Fund. However, sales tax is expected to increase 2.7% over FYE 18 estimates based on current trends.

Franchise Taxes – Total franchise taxes (use of city rights-of-ways) are projected at \$3,624,397, a 4.9% decrease or \$185,600 from the previous year. The City's major franchise agreements are with our electric providers. Franchise fees are based on gross receipts from the customers and are impacted by change in accounts (growth) and consumption impacted by weather.

Licenses and Permit Fees – Total license and permit fees are projected at \$778,500 or 2% (\$16,900) less than FY 2018. This category is related to building and construction permits, burglar alarm permits, city registrations and restaurant inspections. Alarm permits are trending downward due to new and emerging technology.

FY 2018-2019 BUDGET HIGHLIGHTS

Charges for Services – This category of revenue is user fee based such as ambulance fees, recreation fees, programming fees for athletics and aquatics as well as senior citizen programming fees and street construction inspection fees. Total charges for services are projected to decrease by 3.2% or \$42,500. Some service and user fees are increasing while others are decreasing. The City is adjusting downward Ambulance/EMS service fees by \$100,000 10% due to rising Medicare/Medicaid and charity write-offs. Due to an upstart in construction activity, the City's street construction fees are projected to increase by \$40,000. User and programming fees from City recreation and sports will increase 5% or \$7,300 and is related to increase in activities and programming including the Seniors.

Fines – This category of revenue is generated from court, library and police department and is projected to decrease \$41,500 or 3%. Court related fines are estimated at \$1,001,500, a 3% or \$39,500 decrease from the FY 2017-2018 budget. Burglar alarm fines and fees are proposed at \$40,000 or a decrease of \$5,000 from FY 2017-2018. Library Fines and fees are proposed at \$25,000 or an increase of \$3,000 over FY 2017-2018.

Other Governments – this revenue category includes charges to other governments and intergovernmental charges.

Charges to other governments – This category of revenue is related to services that the City provides to other government entities and bills accordingly either on a fixed rate or actual expense reimbursement basis. The projected budget for FY 2018-2019 is \$522,919, a 1.5% increase compared to previous year.

The political subdivisions that are being charged are: Cedar Hill Community Development Corporation (\$25,000); Cedar Hill Economic Development Corporation (\$67,200); Cedar Hill Public Improvement Districts (\$29,600). In addition, the City is budgeting for participating entities (DeSoto and Duncanville) for cost share of the Fire Training Officer and Crime Analysis. The CHISD is charged in accordance to an agreement with the City for lease space on the third floor and maintenance of the Government Center. This annual charge is budgeted at \$280,000.

Intergovernmental Charges – This category of revenue is related to grants and other revenue from other governmental agencies. This category is projected at \$217,500 or a decrease of \$146,300 from FY 2017-2018. The primary reduction is due to a decrease in the Ambulance Support Payments distributed to the City from the State of Texas. The primary source is from a program through Texas Health and Human Services Commission for Ambulance Supplemental Payment Program. Program payments are impacted by the increased number of participating cities.

FY 2018-2019 BUDGET HIGHLIGHTS

Transfers in – This category of revenue is from transfers from other City funds and are based on either a charge back for services provided or a fixed amount in support of a program initiative. In FY 2019 there are two transfers budgeted. The General Fund has established a charge back to the Water and Sewer Fund for Information Technology services (IT) based on 25% of the IT Department's budget in the General Fund. The charge back is proposed at \$325,000. There is also a transfer from the Landscape and Beautification Fund for \$250,000 supporting landscape maintenance on city medians and right of ways as well as a commitment for mowing State Highway 67 designated sections.

COMPENSATION AND BENEFIT PLAN

The proposed budget includes a 3% merit increase for all Public Safety and General employees. It also includes a starting salary increase for firefighters and police officers to remain market competitive as well as compression adjustments to enhance the retention of trained sworn Public Safety personnel. The City offers employees two medical plans, a PPO and a high deductible Health Savings Account (HSA) plan and will remain with United Healthcare.

In FY 17-18, the City made a shift in the medical plan to self-insured, which provides more resiliency, service and fiscal control over fully insured options. The health care cost savings allowed the City to establish the Employee Self-Insurance Fund and immediately start building reserve requirements to maintain the fund. Employee premium contributions are increasing 5%. The Self-Insurance Fund is projected to maintain the required reserves in FY19.

GENERAL FUND EXPENDITURES BY FUNCTION

The General Fund is organized into four (4) major functions: General Government, Public Safety, Community Services and Public Works. Each department or division is assigned to the appropriate major functional area. Proposed expenditures in the General Fund total \$35,806,613 compared to \$34,750,804 in FY 2017-2018, an increase of 3.04% or \$1,055,809. The General Fund's base/continuation expenditures for personnel (wages and benefits) is proposed to increase by 4.2% or \$1,056,613, while base/continuation operation is proposed to decrease by 0.01% or \$804. The decrease is largely related to the cost decrease for utilities. A description of each function is presented below.

GENERAL GOVERNMENT

This function includes the Administration, Human Resources, Information Technology, Finance, Government Center and Non-departmental Departments. The General Government proposed budget(s) total \$5,438,062 and is a \$224,888 decrease from FY 2018 due to reductions in utilities, personnel adjustments and technology leases and rentals.

FY 2018-2019 BUDGET HIGHLIGHTS

The Information Technology Department proposed budget includes funding for 25 replacement computers.

PUBLIC SAFETY

This function includes the Police, Animal Control, Fire, Emergency Management, Municipal Court, Code Enforcement and Animal Shelter Departments. The Public Safety budget(s) are increasing by 4.7% or \$1,028,691. The Public Safety budgets make up 64% or \$22,819,041 of the General Fund budget. Several pieces of equipment have been proposed for replacement, which are detailed below.

The Police Department budget includes replacing five patrol vehicles, one administrative unmarked vehicle and three toughbook computers. The Police and Community Team (PACT) unit and related expenses are illustrated in the Crime Control and Prevention District (CCPD) budget. The Police Department budget is 28.9% of the General Fund.



The Fire Department proposed budget includes replacing one vehicle, a rescue stretcher and a mobile data computer. Additionally, a fire truck and ambulance are proposed to be replaced using an alternative financing method. The Emergency Management Department proposed budget includes replacing a warning siren for \$50,000. Fire & EMS make up about 28.9% of the General Fund.

COMMUNITY SERVICES

This function includes the Parks, Recreation, Library, Neighborhood Services and Planning Departments. This portion of the General Fund Budget is proposed at \$5,238,025 or an 2.35% increase over FY 2018. This increase is mostly due to the funding of the Comprehensive Plan which is approved for year one which totals \$150,000.

The Parks Department budget includes replacing two infield machines, a utility bed truck and a pickup truck. Additionally, the department will undergo the final phase of repairing and replacing irrigation controllers and lights.

PUBLIC WORKS

This function includes the Street and Fleet Maintenance Departments. The Public Works portion of the General Fund budget is 6.4% or \$2,266,488 and is a 3.9% increase over FY 2018. The Street Department budget includes replacing a crew truck, and the Facilities Department includes replacing a utility truck.

FY 2018-2019 BUDGET HIGHLIGHTS

SPECIAL REVENUE FUNDS

The **PEG Fund** tracks revenue received from television cable operators which can be spent on capital equipment and programming of government communication services. The proposed budget is \$50,000.

The **Police Pension Reserve Fund** accounts for the funds set aside to fund the benefit plan for Police Reserve Officers. The proposed budget for this fund is \$11,968 for pension payments and administrative costs.

The **Animal Shelter Fund** is the primary fund for all expenditures and revenues supporting the Tri-City Regional Animal Shelter. The proposed budget is \$907,976 and is supported by entity contributions (1/3 each) as well as charges for services. Each entity's participating share in costs are increasing 5% the total revenue from all sources is \$1,019,360.

The **Hotel Occupancy Tax Fund** accounts for local occupancy taxes collected from hotels and motels. The proposed budget for this fund is \$379,340 and reflects activities to support tourism.

The **Community Development Corporation Fund** includes the \$4,611,881 budget recommended by the Community Development Corporation Board of Directors. This fund is supported by ½ of 1% of the City's total sales tax. The budget includes proposed improvements for the Alan E. Sims Cedar Hill Recreation Center and Valley Ridge Park totaling \$413,450. The improvements include building updates to the Recreation Center as well as baseball and softball field updates to Valley Ridge Park. Additionally, the CDC budget includes the following trail system enhancements and improvements: trail signage and amenity plan, FM 1302 trail signage, operations and maintenance, and South Clark Road trail design.

The **Economic Development Corporation Fund** includes the \$9,528,990 budget recommended by the Economic Development Corporation Board of Directors, a 1.2% increase over the prior year.

The **Joe Pool Fund** was significantly impacted in December 2016 when the City's Joe Pool Lake liability was extinguished. The financial policy objective of this special revenue fund is under consideration by the City Council. In the interim, the fund is committed to these purposes:

- Future facilities to produce and distribute the water asset
- Financial obligations for the City's share of future lake maintenance and administration
- Projects and initiatives that promote the lake asset to benefit Cedar Hill residents and the economy

FY 2018-2019 BUDGET HIGHLIGHTS

- Other uses to promote the fiscal health and welfare as determined by the City Council

The **Library Fund** tracks funds donated to the Library. The proposed budget for this fund is \$34,350.

The **High Pointe Public Improvement District (PID) Fund** presents the proposed budget for the High Pointe PID recommended by their board.

The **Waterford Oaks Public Improvement District (PID) Fund** presents the proposed budget for the Waterford Oaks PID recommended by their board.

The **Winding Hollow Public Improvement District (PID) Fund** presents the proposed budget for the Winding Hollow PID recommended by their board.

The **Windsor Park Public Improvement District (PID) Fund** presents the proposed budget for the Windsor Park PID recommended by their board.

The **Landscape Beautification Fund** accounts for the funds generated by the solid waste disposal contract and accumulated as sanitation billing fees from customers. Revenues from customers and other miscellaneous fees are proposed at \$2,483,000 or 2% which is consistent with growth in new accounts for the water and sewer system. The proposed budget is \$2,604,668 and includes solid waste collection services of \$2,304,668. Remaining funds are utilized for funding for city-wide contract mowing, landscape maintenance and landscape projects.

The **Traffic Safety Fund** includes the proposed budget of \$672,674. This budget provides funding for City staff to administer the red-light camera program, payments to the red light camera vendor and remittance to the State for the portion of the fee that legislation requires. The budget also includes \$105,874 for Body/Car Cameras and 3 Opticom Systems which are eligible for funding from this revenue source.

The **Crime Control and Prevention District Fund** includes a budgeted amount of \$1,032,246 to fund the PACT unit and related community policing programs and expenses. The fund is supported by 1/8th of 1% on the City's sales tax. This budget supports and funds six (6) peace officers (4 Officers, 1 Corporal and 1 Sergeant). In November 2017, Cedar Hill voters approved a referendum to extend the CCPD for an additional 15 years.

The **Economic Development Incentive Fund (EDIF)** was established in FYE 17. The EDIF funds will be utilized under policy initiatives as established by the City Council related to Economic Development programs and initiatives. No expenditures are anticipated for FYE 19.

FY 2018-2019 BUDGET HIGHLIGHTS

The **Self-Insurance Fund** was established in FY 2017 to administer a self-insurance program for employee health insurance. This fund receives premiums through the City's payroll system for employee health care contributions and from each fund and department for the City's contribution. The self-insurance fund revenues totals \$3,957,380 for FY 2018-2019. While the self-insurance fund expenditures total \$3,970,409 for FY 2018-2019. Employee premium contributions are increasing 5% due to claims and utilization.



FY 2018-2019 BUDGET HIGHLIGHTS

DEBT SERVICE

The **Debt Service Fund** (sometimes referred to as the Interest and Sinking Fund) is used to account for the accumulation of resources for the repayment of general long-term debt. The proposed tax rate for FY 2018-2019 is \$0.184093, which is slightly lower than the debt rate for FY 2017-2018 of \$0.18606. Principal and interest payments total \$8,939,625. Summary schedules and detailed information on individual bond obligations can be found in the Debt Service Fund section of this budget document.

Total revenue from property taxes and other sources including amounts transferred in from the Animal Shelter Fund, Economic Development Corporation and the Community Development Corporation total \$9,311,625. The Debt Service Fund is projected to maintain a reserve balance more than 15% of the City's annual tax pledged debt. The audited fund balance (reserves) was \$1,396,399 at the end of the FY 2017-2018.

The citizens voted in general obligation bonds for improvements and new infrastructure in an amount of \$45 million. The FY 2018-2019 Debt Service Budget includes provisions for the sale of the first phase of the newly voted general obligation bonds of \$4,135,000 and the second phase in the amount of \$6,995,000. In addition, there is proposed financing for the fire department ladder truck and ambulance for \$1,770,000. The City has developed a five-year infrastructure implementation guide and debt model with planned debt issuances over the next five years that reflect no requirement for a tax rate increase. A complete listing of these projects can be found in the General Government Capital Improvements Section of this document.

GENERAL GOVERNMENTAL CAPITAL FUNDS

The **Building Capital Maintenance Fund** was created to prepare for planned and emergency repairs to existing City buildings. Potential uses for this fund would include major roof repairs, replacement of heating, ventilation and air conditioning systems and planned remodeling of buildings. There are no expenditures anticipated for 2018-2019.

The **Street Impact Fees Fund** provides a status report on the amount of fees collected and available for debt service on streets. Allowable expenses and uses of these funds are governed by Chapter 395 of the Local Government Code. The City collects and spends Street Impact Fees based on defined areas. There are 4 zones or areas and were established by Ordinance 2012-478. There are no expenditures anticipated for 2018-2019.

FY 2018-2019 BUDGET HIGHLIGHTS



The **Street Construction Fund** tracks the resources set aside for future street repair and reconstruction from the General Fund. The use of funds is governed by fiscal policy as adopted by Resolution R11-337. The FYE 19 budget carries forward a \$300,000 advancement for a WHPID Project to be reimbursed to the City.

The **Restricted Street Fund** accounts for funds from developers designated for use on specific streets. No street construction activity is budgeted for FYE 19.

The **Drainage Fund** tracks the resources set aside from the General Fund for drainage improvements. There are no anticipated expenditures for FYE 2019.

The **Drainage Detention Fund** tracks the restricted resources set aside for drainage and detention improvements. There are no anticipated expenditures for FYE 2019.

The **Park Development Fee Fund** accounts for resources from Park Dedication Fees and Park Donations. These funds are restricted to use in specific portions of the City. There are no anticipated expenditures for FYE 2019.

WATER & SEWER FUND

The **Water & Sewer Fund** accounts for water and sewer revenues collected to support the expenditures associated with the capital and operational needs of the utility. Proposed expenditures are budgeted at \$19,078,053 for the 2018-2019 Fiscal Year. As recommended by the annual rate study, the budget includes a 5% rate increase to be implemented in October 2018. The Water and Sewer Budget for FY 2019 includes the replacement of four utility maintenance vehicles.

FY 2018-2019 BUDGET HIGHLIGHTS

EQUIPMENT FUND

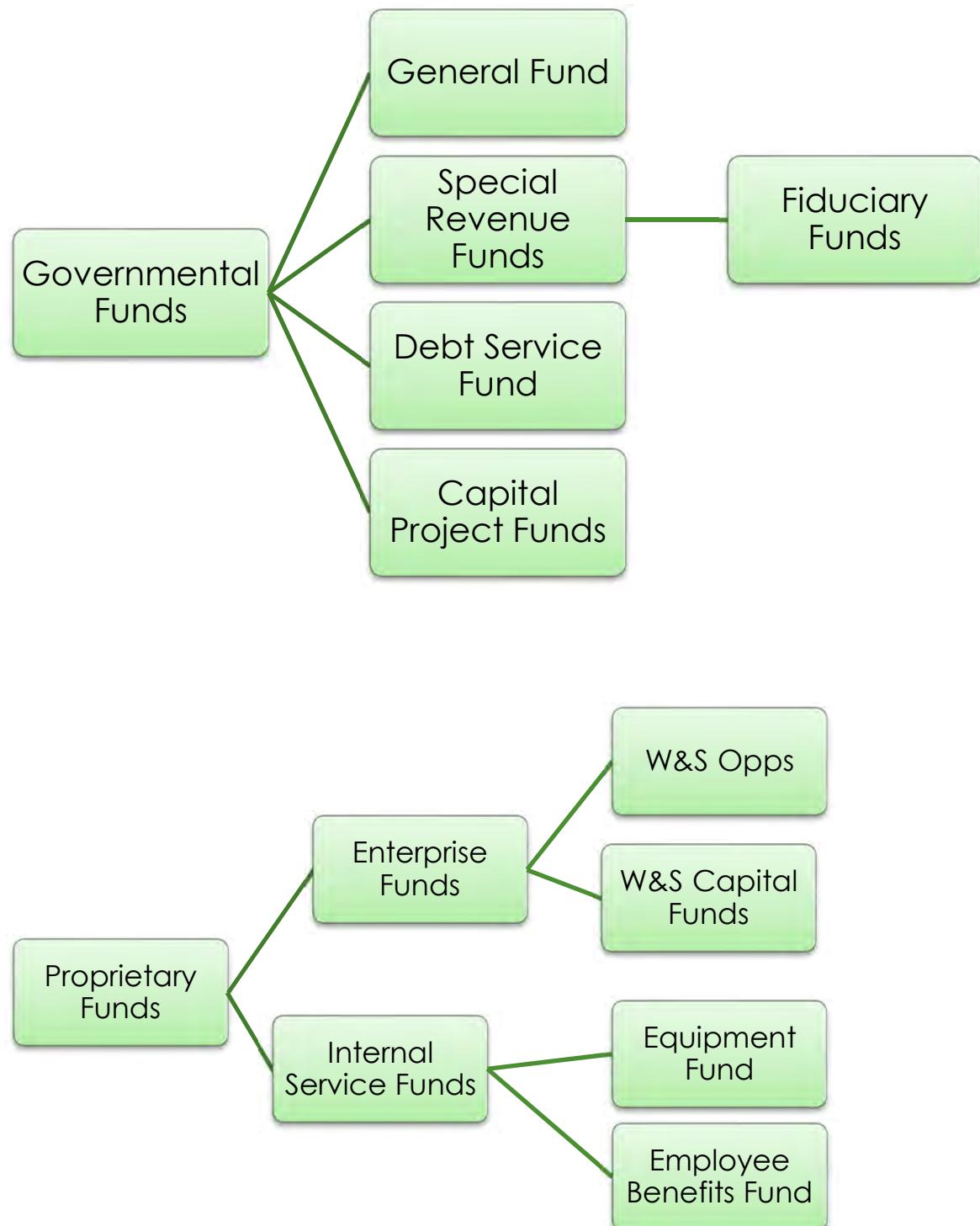
The **Equipment Fund** purchases and, in turn, leases equipment to other funds. The proposed budget includes the purchase of equipment recommended for inclusion in the General Fund Budget and Community Development Corporation Fund. These purchases are classified as two (2) types: new equipment and replacement equipment. New equipment purchases are those required to support expanded levels of service. Replacement equipment purchases are those needed to replace existing equipment.

A total of \$903,206 in equipment is being proposed for replacement in the FY 2019 budget through the lease program. The annual lease amount for the proposed is \$172,387 charged to the various departments and funds. The equipment fund will also receive the proceeds of debt issuance in the amount of \$1,770,000 for the acquisition of a Ladder Fire Truck and Ambulance.



BUDGET FY2018-19

Fund Structure Chart



BUDGET FY2018-19

DEPARTMENT FUNDING BY FUND

ID#	Department	0001 General Fund	0100 Water & Sewer Fund	0301 Animal Shelter Fund	0302 Hotel Tax Fund	0308 CDC Fund	0309 EDC Fund	0312 Library Donation Fund	0322 CCPD Fund
100	Administration	X							
110	Human Resources	X							
130	Information Technology	X							
150	Finance	X							
190	Utility Services		X						
195	Government Center	X							
199	Non-Departmental	X							
310	Police	X							
320	Police CCPD								X
330	Animal Control	X							
340	Fire	X							
350	Emergency Management	X							
360	Municipal Court	X							
370	Code Enforcement	X							
380	Animal Shelter	X		X					
400	Parks Administration					X			
405	Trail Maintenance					X			
410	Parks	X							
415	Valley Ridge Park					X			
430	Recreation	X							
435	Recreation Center					X			
450	Library	X						X	
470	Neighborhood Services	X							
480	Historic Downtown	X							
520	Planning & Zoning	X							
610	Economic Development						X		
611	Tourism & Marketing				X				
700	Public Works Administration		X						
710	Streets & Drainage	X							
750	Fleet Maintenance	X							
760	Water & Sewer Operations		X						
799	Non-Departmental Debt Service		X						

This matrix above shows the funding of departments by fund within the budget. Listed across the top of the matrix are the major funds. The departments are listed in the first column. An "X" indicates the correlation between departments and funds.

BUDGET FY2018-19

GLOSSARY OF MAJOR EXPENDITURE CATEGORIES:

Throughout the document the following main expenditure categories are summarized. In order to provide the reader with a better understanding of the types of items in each category, the definitions of the category are provided below. For a complete listing of terms, please see the full Glossary at the end of the document.

Capital Outlay - Expenditure category that result in the acquisition of or addition to fixed assets or other large purposes, also include expenditures to extend the useful life of a fixed asset.

Inter-Fund Transfers/Transfers - Amounts transferred from one City fund to another City fund for purposes such as reimbursement of expenditures, general administrative services, debt service or payments-in-lieu of taxes.

Lease/Rental - Expenditure category for use of equipment/facility or land owned by another party for a specified term such as equipment rentals, annual software user fees, and departmental payments to the Equipment Replacement Fund for items purchased via that fund on a lease back arrangement.

Maintenance - Expenditure category that includes the upkeep, servicing and care of vehicles, machinery, computers, water systems, software, radios and other items.

Miscellaneous - Expenditure category that includes publications and dues, training, uniforms, meetings and luncheons, travel/mileage and other expenditures that are not captured in another expenditure category.

Personnel - Expenditure category that includes salaries, wages, and related fringe benefits including (taxes, health benefits, other benefits)

Services - Expenditure category used for mostly contractual or outsourced activity such as professional services from attorneys, engineers, accountants, printing services, insurance firms, subscription services, IT Network Charges, third party providers and other consultants.

Supplies - Expenditure category that includes expendable materials needed for operations such as office supplies, items to run programs, computer supplies, postage, minor equipment, fuel and oils, chemicals, etc.

Utilities - Expenditure category that includes services for electricity, telephone, cable, internet, cell phones, water, gas, etc.

BUDGET FY2018-19

CITYWIDE COMBINED SUMMARY

Revenues and Expenses and Changes in Fund Balances

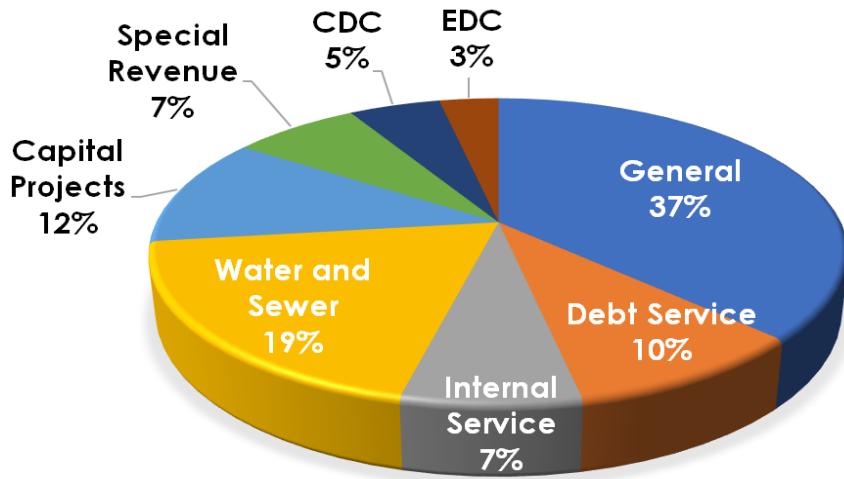
The following Combined Budget Summary is intended to provide the reader a "high-level" summary of all funds of the City including all fund types. The Beginning Fund Balances are estimated and unaudited balances for fiscal year ending September 30, 2018. Each fund reflects estimated revenues and expenditures with ending fund balances for fiscal year ending September 30, 2019. The reader is also reminded that revenues and expenditures do not balance as some funds of the City are intended to be drawn down and spent on capital projects and other intentional and planned projects, incentives or programs during the fiscal year.

(Major and Non-Major Funds)	Beginning Fund Balances	Revenue	Expenditures	Net Change	Estimated Ending Fund Balances
Governmental Type Funds					
General Fund	\$ 8,523,186	\$ 36,228,284	\$ 35,806,613	\$ 421,671	\$ 8,944,857
Debt Service Fund	\$ 1,467,693	\$ 9,311,625	\$ 9,164,625	\$ 147,000	\$ 1,614,693
General Capital Project Funds	\$ 7,495,742	\$ 7,123,927	\$ 7,209,570	\$ (85,643)	\$ 7,410,099
Street Construction Fund	\$ 2,041,373	\$ 62,625	\$ 300,000	\$ (237,375)	\$ 1,803,998
Building Capital Maintenance Fund	\$ 179,893	\$ 2,500	\$ -	\$ 2,500	\$ 182,393
Restricted Street (Prorata) Fund	\$ 373,731	\$ 5,700	\$ -	\$ 5,700	\$ 379,431
Drainage Capital Fund	\$ 562,766	\$ 8,640	\$ -	\$ 8,640	\$ 571,406
Regional Drainage Detention Fund	\$ 91,011	\$ 1,440	\$ -	\$ 1,440	\$ 92,451
Eco Devo Incentive Fund	\$ 101,327	\$ 1,500	\$ -	\$ 1,500	\$ 102,827
Park Development Fees	\$ 103,762	\$ 275	\$ -	\$ 275	\$ 104,037
Street Impact Fees	\$ 4,041,285	\$ 382,300	\$ -	\$ 382,300	\$ 4,423,585
Special Revenue Funds:					
Landscape and Beautification Fund	\$ 169,052	\$ 2,483,000	\$ 2,604,668	\$ (121,668)	\$ 47,384
Hotel Occupancy Fund	\$ 1,001,018	\$ 242,000	\$ 379,340	\$ (137,340)	\$ 863,678
Crime Control and Prevention District	\$ 320,006	\$ 1,036,000	\$ 1,035,996	\$ 4	\$ 320,010
Joe Pool Lake Fund	\$ 18,851,728	\$ 326,000	\$ 7,500	\$ 318,500	\$ 19,170,228
Animal Shelter Fund	\$ 141,162	\$ 1,019,360	\$ 1,001,801	\$ 17,559	\$ 158,721
Community Development Corporation Fund	\$ 8,266,532	\$ 4,956,463	\$ 4,611,881	\$ 344,582	\$ 8,611,114
Economic Development Corporation Fund	\$ 8,519,066	\$ 3,212,842	\$ 9,528,990	\$ (6,316,148)	\$ 2,202,918
PEG Fee Fund	\$ 419,216	\$ 83,100	\$ 50,000	\$ 33,100	\$ 452,316
Library Donation Fund	\$ 98,910	\$ 34,350	\$ 34,350	\$ -	\$ 98,910
Traffic Safety Fund	\$ 344,537	\$ 687,000	\$ 672,674	\$ 14,326	\$ 358,863
Police Pension Fund	\$ 119,131	\$ 11,500	\$ 11,968	\$ (468)	\$ 118,663
Police State Forfeiture	\$ 54,594	\$ 15,750	\$ 25,000	\$ (9,250)	\$ 45,344
Police Federal Forfeiture	\$ 76,660	\$ 11,000	\$ 8,000	\$ 3,000	\$ 79,660
CDBG Fund	\$ 7,950	\$ 89,000	\$ 96,950	\$ (7,950)	\$ -
High Pointe PID	\$ 79,995	\$ 454,990	\$ 506,490	\$ (51,500)	\$ 28,495
Waterford Oaks PID	\$ 151,552	\$ 156,650	\$ 139,800	\$ 16,850	\$ 168,402
Winding Hollow PID	\$ 55,195	\$ 45,580	\$ 26,150	\$ 19,430	\$ 74,625
Windsor Park PID	\$ -	\$ 68,400	\$ 68,000	\$ 400	\$ 400
Tax Increment Financing Fund (TIF)	\$ 38,880	\$ 46,375	\$ -	\$ 46,375	\$ 85,255
Enterprise Type Funds					
Water and Sewer Fund	\$ 6,054,836	\$ 18,697,800	\$ 19,078,053	\$ (380,253)	\$ 5,674,583
Water Impact Fee Fund	\$ 576,797	\$ 105,800	\$ -	\$ 105,800	\$ 682,597
Sewer Impact Fee Fund	\$ 266,273	\$ 34,500	\$ -	\$ 34,500	\$ 300,773
Water and Sewer Prorata Fund	\$ 18,408	\$ 150	\$ -	\$ 150	\$ 18,558
Water and Sewer Special Projects Fund	\$ 2,197,905	\$ 16,500	\$ -	\$ 16,500	\$ 2,214,405
Water and Sewer Capital Project Funds	\$ 2,839,522	\$ 3,556,150	\$ 6,385,000	\$ (2,828,850)	\$ 10,672
Internal Service Funds					
Equipment Replacement Fund	\$ 1,277,835	\$ 2,880,715	\$ 2,905,441	\$ (24,726)	\$ 1,253,109
Employee-Insurance Fund	\$ 553,649	\$ 3,957,380	\$ 3,970,409	\$ (13,029)	\$ 540,620
Total City Wide Summary (sources and uses)	\$ 77,482,178	\$ 97,357,171	\$ 105,629,269	\$ (8,272,098)	\$ 69,210,080

BUDGET FY2018-19

Citywide Combined Summary Charts

REVENUES

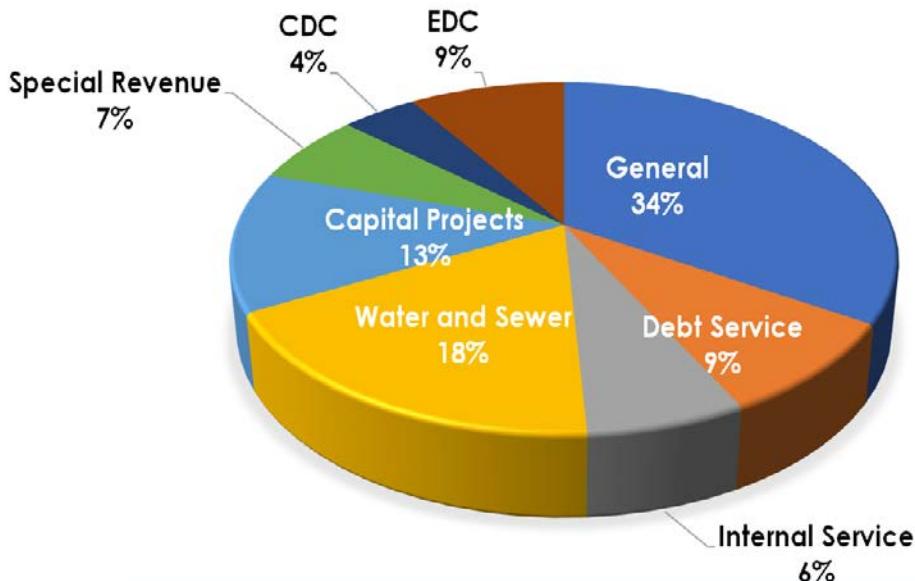


Proposed Revenue: \$97,357,171

Fund Type	Revenues
General	36,228,284
Debt Service	9,311,625
Internal Service	6,838,095
Water and Sewer	18,697,800
Capital Projects	11,219,327
Special Revenue	6,892,735
CDC	4,956,463
EDC	3,212,842
Total	97,357,171

Citywide Combined Summary Charts

EXPENDITURE



Proposed Expenditures/Expenses: \$105,629,269

Fund Type	Expenditures
General	35,806,613
Debt Service	9,164,625
Internal Service	6,875,850
Water and Sewer	19,078,053
Capital Projects	13,594,570
Special Revenue	6,968,687
CDC	4,611,881
EDC	9,528,990
Total	105,629,269

BUDGET FY2018-19

Citywide Staffing Summary

FTE(s)	FTE By Function and Department	FY16	FY17	FY18	FY19
		Actual	Actual	Budget	Proposed
Full-Time Equivalent (FTE) Describes a <i>budgeted position</i> for an employee working 2,080 annual hours or 2,912 annual hours for sworn firefighters	Administrative Services	29.7	32	32	30.7
	100 - Administration	9.5	9.5	9.5	8.5
	110 - Human Resources	3	3.8	3.8	3.5
	130 - Information Technology	5.2	5.2	5.2	5.2
	150 - Finance	7	8	8	8
	195 - Government Center	3	3	3	3
	199 - Non-Departmental	2	2.5	2.5	2.5
	Community Services	78.33	82.19	84.33	83.91
	410 - Parks	20	20.5	20.5	19.63
	415 - Valley Ridge Park	5	5	5	5
	430 - Recreation	8.45	8.69	9.37	9.19
	435 - Recreation Center	23.8	23.8	23.8	23.8
	450 - Library	11.83	12.45	13.41	14.04
	470 - Neighborhood Services	1	1	1	1
	480 - Historic Downtown	0	1	1.5	1
	520 - Planning and Zoning	3.25	4.25	4.25	4.25
	610 - Economic Development	4	4	4	4
	611 - Tourism & Marketing	1	1.5	1.5	2
	Public Safety	195.43	197.71	203.21	203.33
	310 - Police	82.9	83.5	87	87
	320 - Police (PACT)	6	6	6	6
	330 - Animal Control	2	2	2	2
	340 - Fire	78	79	79	79
	360 - Municipal Court	7.2	7.88	7.88	8
	370 - Code Enforcement	9	9	10	10
	380 - Animal Shelter	10.33	10.33	11.33	11.33
	Public Works	55.4	55.4	56.4	55.4
	190 - Utility Services	10	10	11	11
	700 - Public Works Administration	12	12	12	11
	710 - Street and Drainage	14.4	14.4	14.4	14.4
	750 - Fleet Maintenance	3	3	3	3
	760 - Water & Wastewater Operation	16	16	16	16
	Grand Total	358.86	367.3	375.94	373.34

Full-Time Equivalent (FTE) Describes a ***budgeted position*** for an employee working 2,080 annual hours or 2,912 annual hours for sworn firefighters

1 FTE = 2,080
(2,912 Firefighters)

0.50 FTE = 1,040
(1,456 Fire Fighters)

The number of individuals employed in FY19

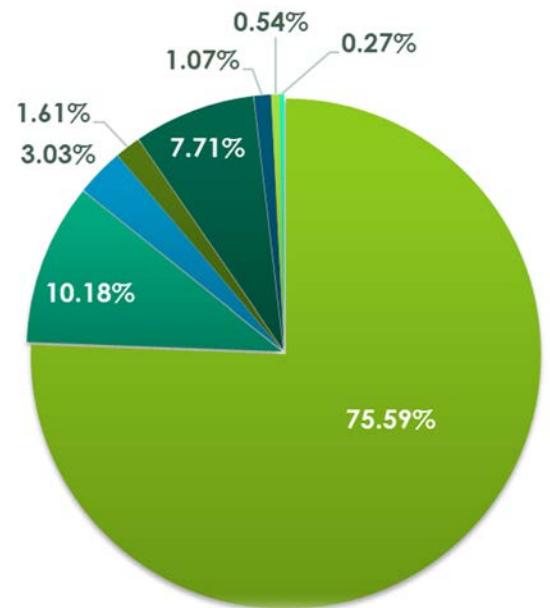
341 Full-Time
52 Part-Time

Includes:
filled & vacant
Full Time &
Part-Time ***budgeted positions***

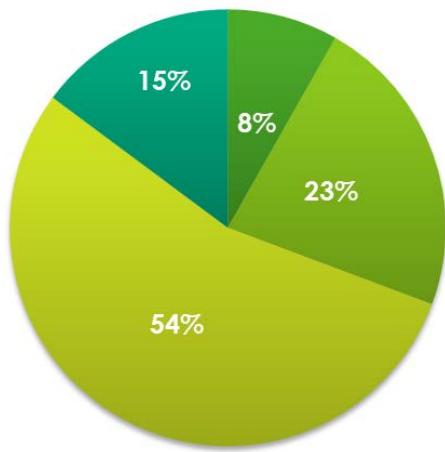
BUDGET FY2018-19

Staffing By Fund - Based on Full-Time Equivalent (FTE) Calculations

FTE By Fund	FY19 Proposed	Fund % of Total
General	282.21	75.59%
Water & Sewer	38.00	10.18%
Animal Shelter	11.33	3.03%
CCPD	6.00	1.61%
CDC	28.80	7.71%
EDC	4.00	1.07%
Hotel/Motel Fund	2.00	0.54%
Traffic Safety	1.00	0.27%
Grand Total	373.34	100.00%



Our Staff is the Premier Difference



Staff By Function - FTE *

	FY19	% of Total
Administrative Services	30.7	8.2%
Community Services	83.91	22.5%
Public Safety	203.33	54.5%
Public Works	55.4	14.8%
Grand Total	373.335	100.0%

BUDGET FY2018-19

CERTIFIED VALUES

CERTIFIED VALUES, TAX BILL AND 1¢ EQUIVALENT	2017-2018	2018-2019	\$ Change	% Change
Taxable Value - Certified ¹	\$ 3,453,234,301	3,779,101,307	\$ 325,867,006	9.44%
Add: Protest Values (ARB)				
Less: TIF Increment (75%)				
Taxable Value with ARB totals	\$ 3,453,234,301	\$ 3,779,101,307	\$ 325,867,006	9.44%
New Construction ¹	\$ 33,811,761	\$ 35,376,844	xxxx	xxxx
Average Single Family Home Value ²	\$ 161,051	\$ 178,811	\$ 17,760	11.0%
Average SF Tax Bill ²	\$ 1,125	\$ 1,246	\$ 121	10.8%
One Penny Equivalent ¹	\$ 345,323	\$ 377,910	\$ 32,587	10.06%

CALCULATED RATES	2017-2018	2018-2019	\$ Change	% Change
Effective Rate	\$ 0.661147	\$ 0.647676	\$ (0.013)	-2.04%
O&M Effective Rate	\$ 0.485102	\$ 0.475218	\$ (0.010)	-2.04%
Roll-back Rate	\$ 0.709970	\$ 0.697328	\$ (0.013)	-1.78%
Debt Rate	\$ 0.186060	\$ 0.184093	\$ (0.002)	-1.06%

TAX RATE & LEVY BUDGETED	\$ 0.698760	\$ 0.697028	\$ (0.00173)	-0.248%
Operations (O&M)	\$ 0.512700	\$ 0.512935	\$ 0.00023	0.046%
Debt (Interest and Sinking)	\$ 0.186060	\$ 0.184093	\$ (0.00197)	-1.057%
Tax Levy (100%)	\$ 24,065,570	\$ 26,307,814	2,242,244	9.3%
Operations	\$ 17,704,724	\$ 19,359,620	1,654,896	9.3%
Debt	\$ 6,360,846	\$ 6,948,194	587,348	9.2%

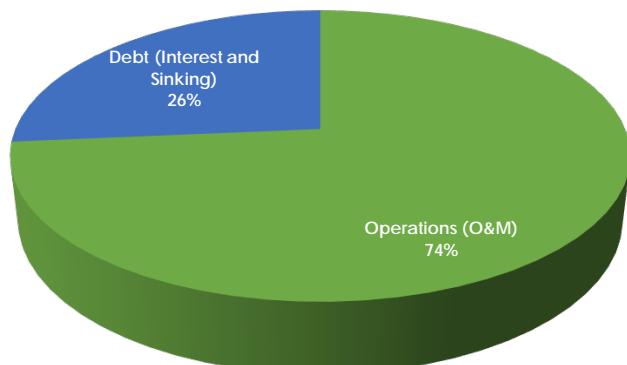
Increase over ETR	\$ 0.0494
% Increase over ETR	7.62%

ETR = Effective Tax Rate

Taxable Value - Dallas and Ellis Certified¹

Dallas County only²

Tax Rate Distribution



BUDGET FY2018-19

TAX RATE HISTORY

Fiscal Year	Tax Rate (Cents)	Certified Taxable Value	Change in Value	Percent Change in Value	New Construction Value	Appreciation Value
2007	\$0.641400	\$ 2,754,768,497	\$ 221,463,247	8.74%	\$ 125,658,243	\$ 95,805,004
2008	\$0.641400	\$ 3,033,267,960	\$ 278,499,463	10.11%	\$ 146,689,439	\$ 131,810,024
2009	\$0.641400	\$ 3,134,055,604	\$ 100,787,644	3.32%	\$ 150,278,989	\$ (49,491,345)
2010	\$0.641400	\$ 2,943,557,019	\$ (190,498,585)	-6.08%	\$ 76,597,889	\$ (267,096,474)
2011	\$0.670000	\$ 2,795,373,935	\$ (148,183,084)	-5.03%	\$ 17,875,044	\$ (166,058,128)
2012	\$0.685900	\$ 2,751,093,808	\$ (44,280,127)	-1.58%	\$ 18,040,575	\$ (62,320,702)
2013	\$0.695700	\$ 2,697,467,361	\$ (53,626,447)	-1.95%	\$ 13,026,685	\$ (66,653,132)
2014	\$0.698760	\$ 2,702,074,018	\$ 4,606,657	0.17%	\$ 12,054,420	\$ (7,447,763)
2015	\$0.698760	\$ 2,852,269,239	\$ 150,195,221	5.56%	\$ 31,402,629	\$ 118,792,592
2016	\$0.698760	\$ 3,024,899,863	\$ 172,630,624	6.05%	\$ 61,933,000	\$ 110,697,624
2017	\$0.698760	\$ 3,240,030,312	\$ 215,130,449	7.11%	\$ 47,565,475	\$ 167,564,974
2018	\$0.698760	\$ 3,453,234,301	\$ 213,203,989	6.58%	\$ 33,811,761	\$ 179,392,228
2019	\$0.697028	\$ 3,779,101,307	\$ 325,867,006	9.44%	\$ 35,346,844	\$ 290,490,162

The chart above provides a history of **taxable values** and year-over-year changes. In addition, the above data is intended to show the reader a history of the City's adopted tax rates. These rates are set by Ordinance of the City Council and are designed to provide sufficient revenue to support maintenance and operating (M&O) costs of the City's core services and also provide revenue to pay the City's annual debt related interest and sinking (I&S) payments.

Truth-in-taxation as the column header states is a concept embodied in the Texas Constitution that requires local taxing units to make taxpayers aware of tax rate proposals. The City of Cedar Hill is in strict compliance each fiscal year with the Texas Constitution in regard to legal publication of the City's calculated tax rates as seen in the Chart above.

Fiscal Year	City Property Tax Rate			Truth- In -Taxation			Taxable Values		Rate
	M&O	I&S	Total	Effective Tax Rate	Effective M&O Rate	Rollback Tax Rate	Net Taxable	Change in Tax Value	% Chg to ETR
2007	\$0.4695	\$0.1719	\$0.64140	\$0.60712	\$0.44442	\$0.65188	\$2,754,768,497	8.74%	5.34%
2008	\$0.4595	\$0.1819	\$0.64140	\$0.61335	\$0.44896	\$0.66678	\$3,033,267,960	10.11%	4.37%
2009	\$0.4595	\$0.1819	\$0.64140	\$0.65762	\$0.47114	\$0.69074	\$3,134,055,604	3.32%	-2.53%
2010	\$0.4595	\$0.1819	\$0.64140	\$0.70998	\$0.50862	\$0.73136	\$2,943,557,019	-6.08%	-10.69%
2011	\$0.4881	\$0.1819	\$0.67000	\$0.68132	\$0.48809	\$0.70905	\$2,795,373,935	-5.03%	-1.69%
2012	\$0.4998	\$0.1861	\$0.68588	\$0.68615	\$0.49983	\$0.72587	\$2,751,093,808	-1.58%	-0.04%
2013	\$0.5096	\$0.1861	\$0.69569	\$0.69935	\$0.50963	\$0.73646	\$2,697,467,361	-1.95%	-0.53%
2014	\$0.5127	\$0.1861	\$0.69876	\$0.69876	\$0.51187	\$0.73888	\$2,702,074,018	0.17%	0.00%
2015	\$0.5127	\$0.1861	\$0.69876	\$0.66779	\$0.48997	\$0.71523	\$2,852,269,239	5.56%	4.43%
2016	\$0.5127	\$0.1861	\$0.69876	\$0.67048	\$0.49195	\$0.71736	\$3,024,899,863	6.05%	4.05%
2017	\$0.5127	\$0.1861	\$0.69876	\$0.66479	\$0.48778	\$0.71286	\$3,240,030,312	7.11%	4.86%
2018	\$0.5127	\$0.1861	\$0.69876	\$0.66115	\$0.48510	\$0.70997	\$3,453,234,301	6.58%	5.38%
2019	\$0.5129	\$0.1841	\$0.69703	\$0.64768	\$0.47522	\$0.69733	\$3,779,101,307	9.44%	7.62%

Creating a budget and **adopting a property tax rate** to support that budget are major functions of a taxing unit's governing body. This is accomplished by following truth-in-taxation requirements to ensure the public is informed of any increases or decreases.

The **Effective Tax Rate (ETR)** is the rate needed to effectively raise the same amount of tax revenue the City had in the previous fiscal year while the **Roll-Back Rate** is the maximum rate (8% over the ETR) the City can adopt before the citizens can petition to have the tax rate rolled back to the previous year's tax rate until an election can be held. The City of Cedar Hill has never exceed the roll-back limit. Over the last five (5) years the City has on average exceeded the ETR by 5.27%. In fiscal years 2009 -2013, the City actually adopted a tax rate under the ETR. The current year proposed tax rate of \$0.6970 per \$100 of taxable value is about 7.62% over the ETR. The additional revenues generated are proposed to be utilized for public safety and community/neighborhood programs

BUDGET FY2018-19

HISTORICAL CHANGES IN NET TAXABLE

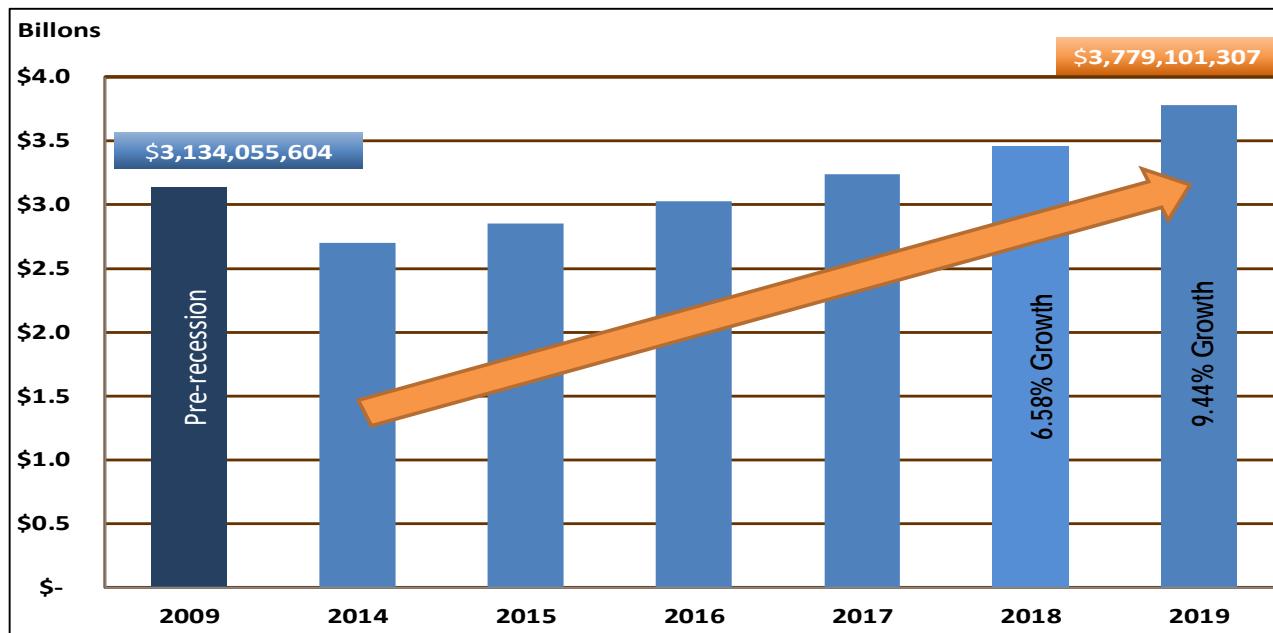
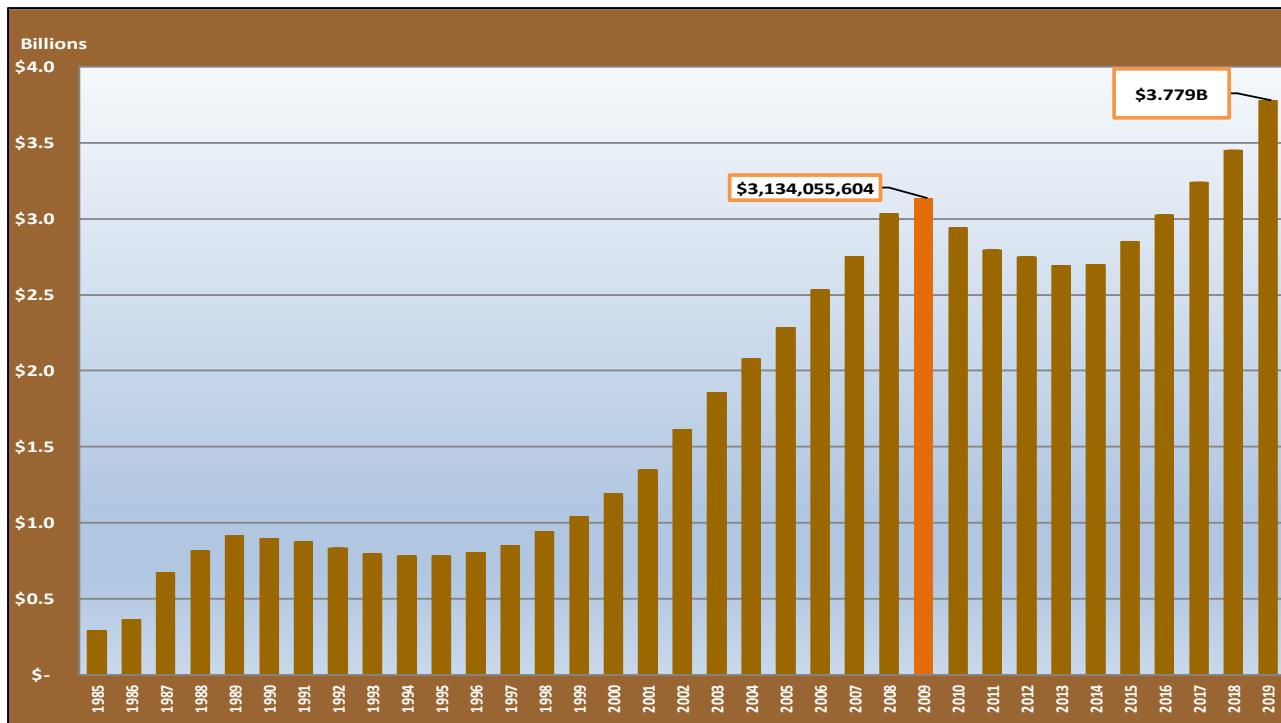
Tax Roll	Fiscal Year	Tax Rate (Cents/\$100)	Certified Taxable Values (Net)	Change in Taxable Values	Percent Change
1983	1984	51.000	263,783,537		
1984	1985	50.980	294,492,683	30,709,146	11.64%
1985	1986	55.420	365,580,630	71,087,947	24.14%
1986	1987	34.674	676,218,790	310,638,160	84.97%
1987	1988	35.690	817,450,479	141,231,689	20.89%
1988	1989	37.078	920,815,255	103,364,776	12.64%
1989	1990	42.063	900,424,631	(20,390,624)	-2.21%
1990	1991	48.736	878,908,815	(21,515,816)	-2.39%
1991	1992	56.902	833,798,586	(45,110,229)	-5.13%
1992	1993	61.388	797,574,528	(36,224,058)	-4.34%
1993	1994	64.217	785,536,903	(12,037,625)	-1.51%
1994	1995	64.100	786,995,814	1,458,911	0.19%
1995	1996	65.289	809,921,941	22,926,127	2.91%
1996	1997	66.130	856,221,336	46,299,395	5.72%
1997	1998	64.269	947,690,708	91,469,372	10.68%
1998	1999	64.269	1,042,083,543	94,392,835	9.96%
1999	2000	64.269	1,192,376,628	150,293,085	14.42%
2000	2001	64.269	1,348,285,778	155,909,150	13.08%
2001	2002	64.140	1,615,903,346	267,617,568	19.85%
2002	2003	64.140	1,857,625,121	241,721,775	14.96%
2003	2004	64.140	2,081,650,728	224,025,607	12.06%
2004	2005	64.140	2,286,298,634	204,647,906	9.83%
2005	2006	64.140	2,533,305,250	247,006,616	10.80%
2006	2007	64.140	2,754,768,497	221,463,247	8.74%
2007	2008	64.140	3,033,267,960	278,499,463	10.11%
2008	2009	64.140	3,134,055,604	100,787,644	3.32%
2009	2010	64.140	2,943,557,019	(190,498,585)	-6.08%
2010	2011	67.000	2,795,373,935	(148,183,084)	-5.03%
2011	2012	68.590	2,751,093,808	(44,280,127)	-1.58%
2012	2013	69.570	2,697,467,361	(53,626,447)	-1.95%
2013	2014	69.876	2,702,074,018	4,606,657	0.17%
2014	2015	69.876	2,852,269,239	150,195,221	5.56%
2015	2016	69.876	3,024,899,863	172,630,624	6.05%
2016	2017	69.876	3,240,030,312	215,130,449	7.11%
2017	2018	69.876	3,453,234,301	213,203,989	6.58%
2018	2019	69.703	3,779,101,307	325,867,006	9.44%

BUDGET FY2018-19

CHANGE IN TAXABLE VALUES (CHARTS)

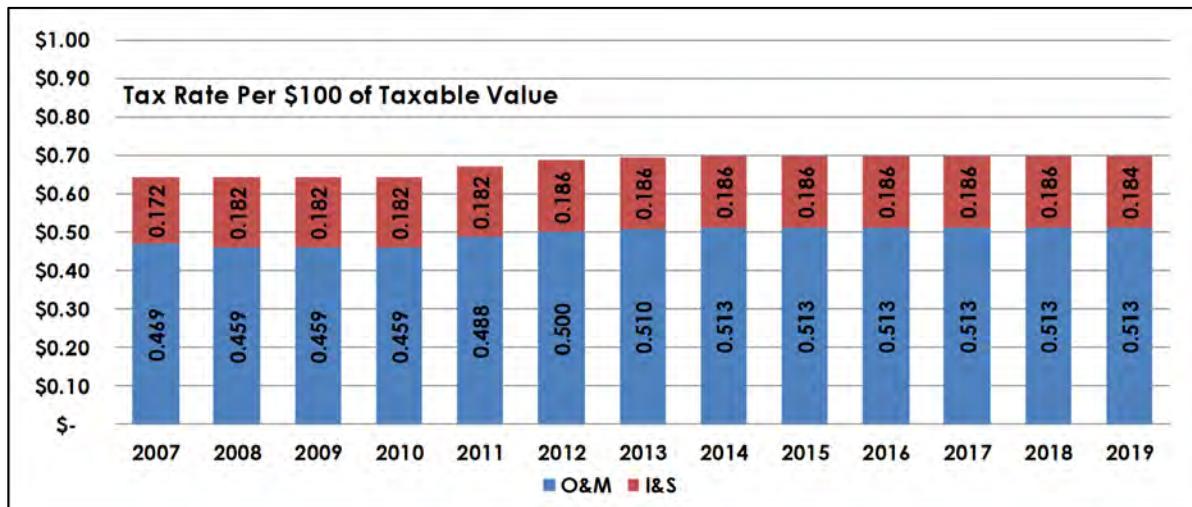
Every year the appraisal districts provide a certified tax roll in July which is used for budgeting perspective revenues that the government will use the following fiscal year. The table below shows historical changes in taxable values for the City of Cedar Hill, TX.

Historical Taxable Values – Chart



BUDGET FY2018-19

STABLE TAX RATE



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BUDGET FY2018-19



BUDGET FY2018-19

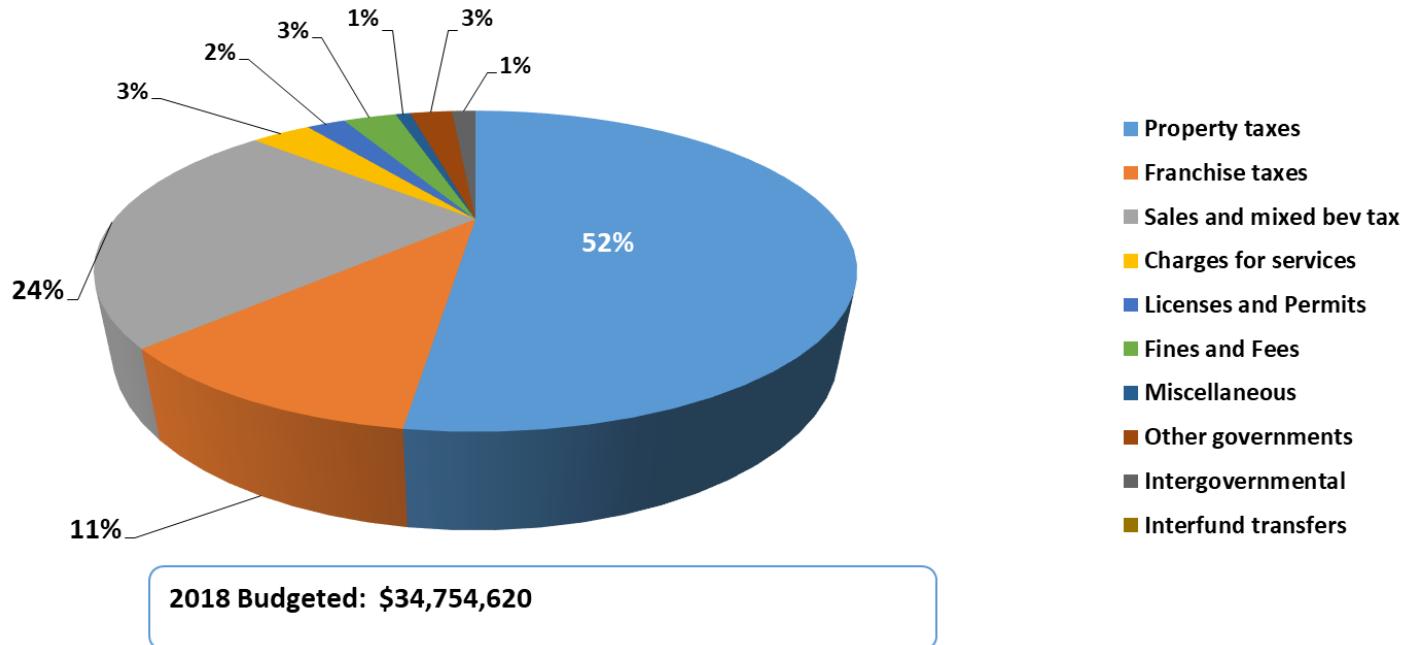
Revenues: By Category	2017-2018 Budget	2017-2018 Estimate	2018-2019 Proposed	Variance (budget)	
Property Taxes	17,750,400	17,706,374	19,561,620	1,811,220	10.2%
Franchise Taxes	3,810,000	3,564,221	3,624,397	(185,603)	-4.9%
Sales & Mixed Beverage Tax	8,446,300	8,131,218	8,358,896	(87,404)	-1.0%
Charges for Services	1,283,950	1,147,840	1,242,550	(41,400)	-3.2%
Licenses & Permits	795,400	753,000	778,500	(16,900)	-2.1%
Fines & Fees	1,111,000	1,043,495	1,068,500	(42,500)	-3.8%
Miscellaneous	208,600	290,016	278,400	69,800	33.5%
Other Governments	878,970	829,548	740,420	(138,550)	-15.8%
Transfers from other Funds	470,000	470,000	575,000	105,000	22.3%
Total	34,754,620	33,935,711	36,228,284	1,473,664	4.2%
<hr/>					
Expenditures: By Category	2017-2018 Budget	2017-2018 Estimate	2018-2019 Proposed	Variance (budget)	
Personnel	25,457,899	25,264,518	26,514,512	1,056,613	4.2%
Supplies	1,143,565	1,063,691	1,112,910	(30,655)	-2.7%
Maintenance	1,392,290	1,227,050	1,378,920	(13,370)	-1.0%
Services	3,106,185	2,856,763	3,195,615	89,430	-2.88%
Utilities	1,239,075	1,305,685	1,197,605	(41,470)	-3.3%
Miscellaneous	1,003,390	818,186	999,415	(3,975)	-0.4%
Lease/Rentals	1,195,770	1,100,242	1,129,658	(66,112)	-5.5%
Transfers	206,630	245,510	269,978	63,348	30.7%
Capital Outlay	6,000	10,342	8,000	2,000	33.3%
Total	34,750,804	33,891,986	35,806,613	1,055,809	3.04%

BUDGET FY2018-19

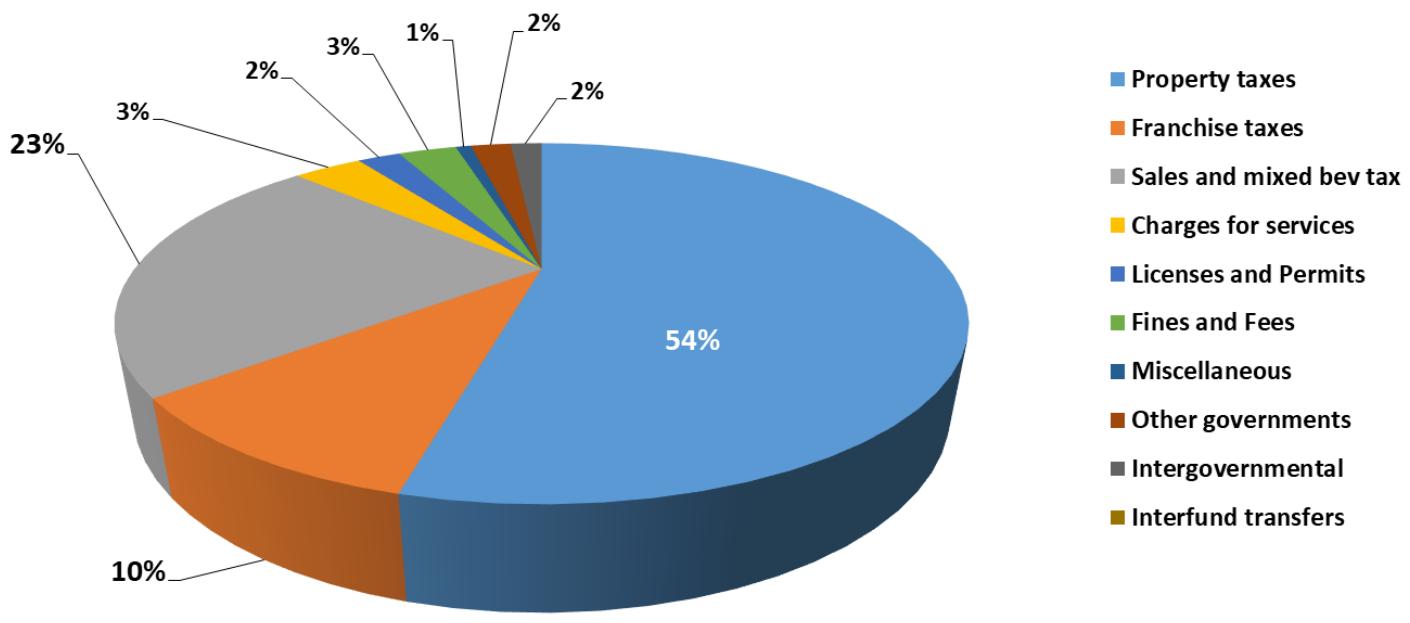
Summary Charts

GENERAL FUND REVENUE COMPARISON BY CATEGORY (FY18 to FY19)

GENERAL FUND REVENUE by CATEGORY – FY17/18



GENERAL FUND REVENUE by CATEGORY – FY18/19



BUDGET FY2018-19

GENERAL FUND REVENUE SUMMARIES

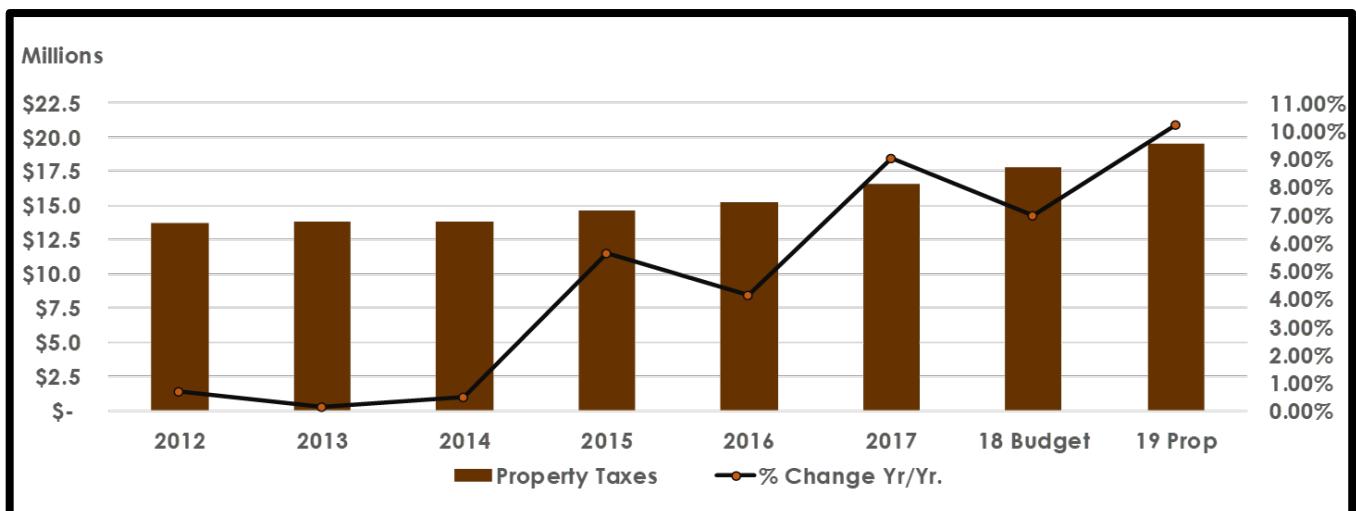
Revenues: By Category	2017-2018 Budget	2017-2018 Estimate	2018-2019 Proposed	Variance (budget)	
Property Taxes	17,750,400	17,706,374	19,561,620	1,811,220	10.2%
Franchise Taxes	3,810,000	3,564,221	3,624,397	(185,603)	-4.9%
Sales & Mixed Beverage Tax	8,446,300	8,131,218	8,358,896	(87,404)	-1.0%
Charges for Services	1,283,950	1,147,840	1,242,550	(41,400)	-3.2%
Licenses &Permits	795,400	753,000	778,500	(16,900)	-2.1%
Fines & Fees	1,111,000	1,043,495	1,068,500	(42,500)	-3.8%
Miscellaneous	208,600	290,016	278,400	69,800	33.5%
Other Governments	878,970	829,548	740,420	(138,550)	-15.8%
Transfers from other Funds	470,000	470,000	575,000	105,000	22.3%
Total	34,754,620	33,935,711	36,228,284	1,473,664	4.2%

Revenues: By Function	2017-2018 Budget	2017-2018 Estimate	2018-2019 Proposed	Variance (budget)	
General Government	30,943,400	30,391,731	32,542,944	1,599,544	5.2%
Public Safety	2,859,420	2,596,051	2,592,939	(266,481)	-9.3%
Community Services	937,800	900,664	1,035,600	97,800	10.4%
Public Works	14,000	47,265	56,800	42,800	305.7%
Total	34,754,620	33,935,711	36,228,284	1,473,664	4.2%

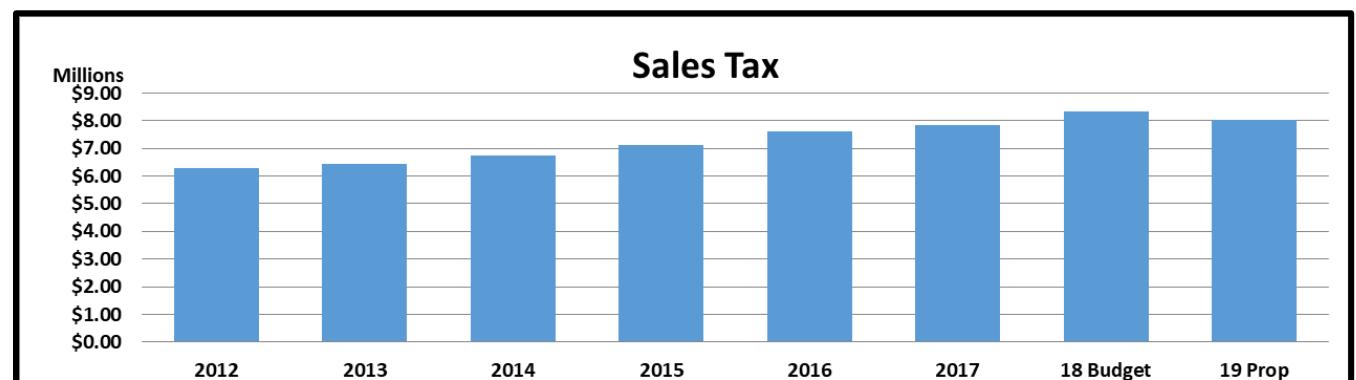
BUDGET FY2018-19

General Fund Major Revenue Sources - Charts

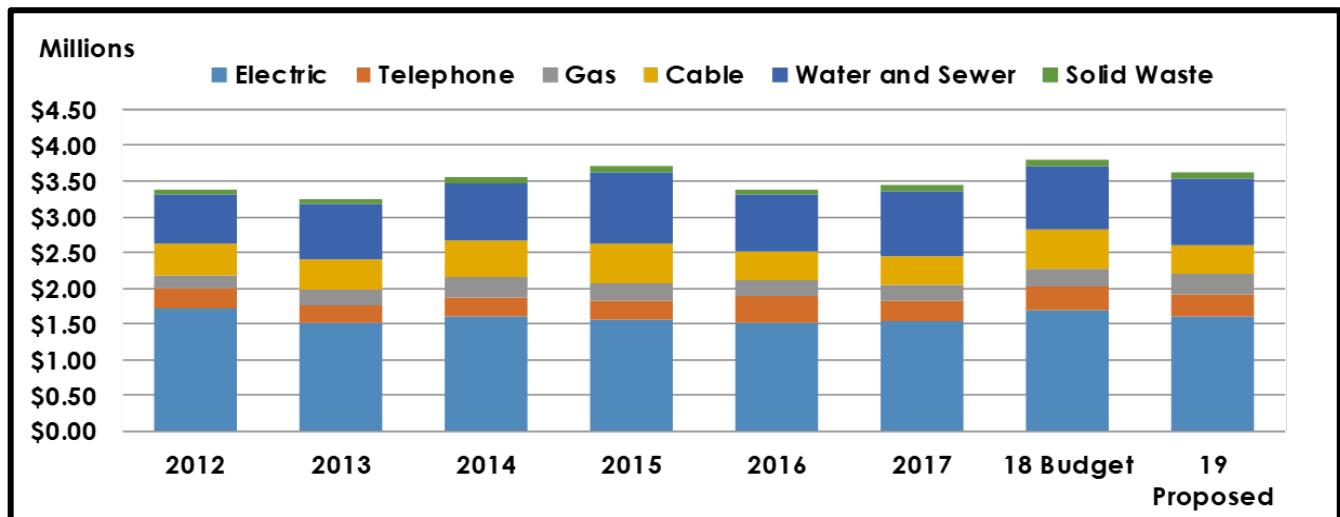
Property Tax Revenue



Sales Tax Revenue



Franchise Fees Revenue

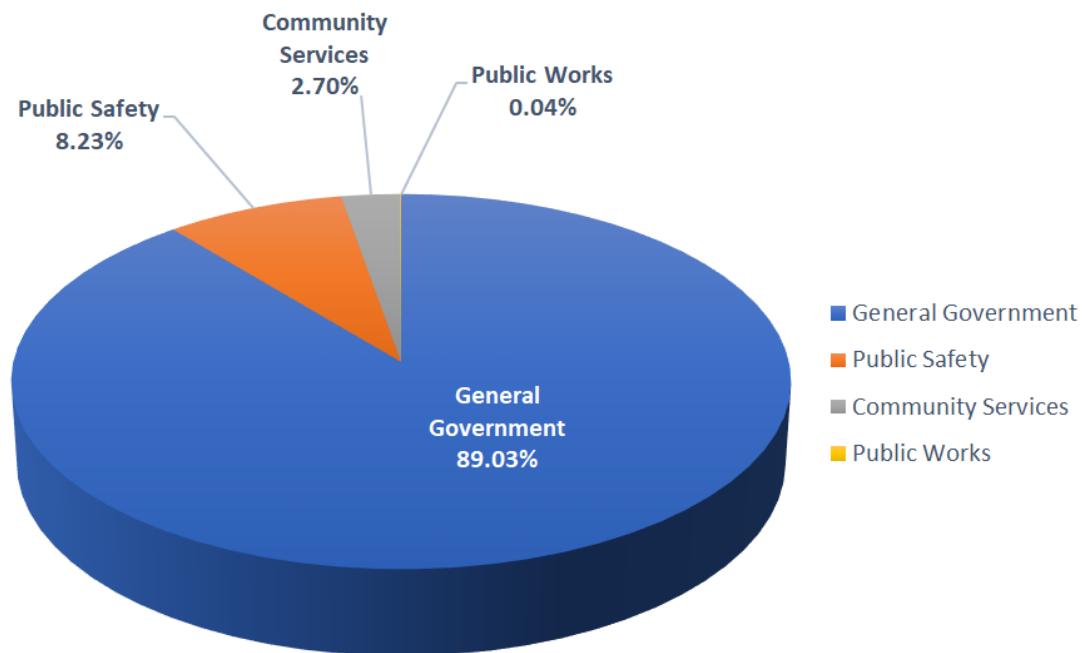


BUDGET FY2018-19

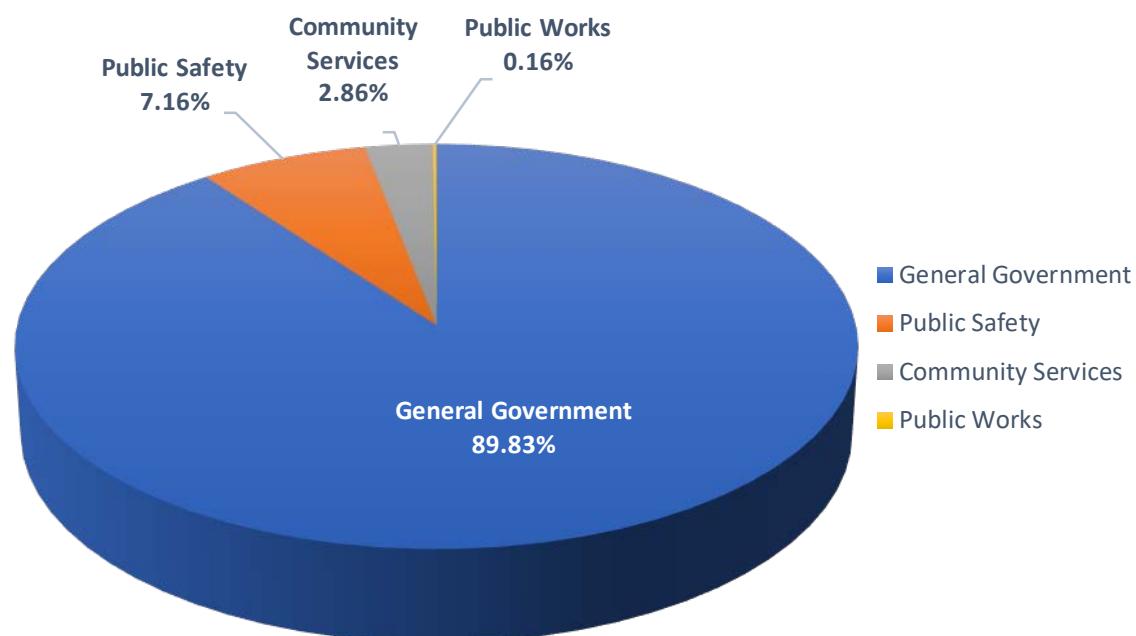
Summary Charts

GENERAL FUND REVENUE COMPARISON BY FUNCTION (FY18 to FY19)

FY18 Budgeted Revenues by Function



FY19 Budgeted Revenues by Function



BUDGET FY2018-19

GENERAL FUND EXPENDITURE SUMMARIES

Expenditures: By Category	2017-2018 Budget	2017-2018 Estimate	2018-2019 Proposed	Variance (budget)	
Personnel	25,457,899	25,264,518	26,514,512	1,056,613	4.2%
Supplies	1,143,565	1,063,691	1,112,910	(30,655)	-2.7%
Maintenance	1,392,290	1,227,050	1,378,920	(13,370)	-1.0%
Services	3,106,185	2,856,763	3,195,615	89,430	2.88%
Utilities	1,239,075	1,305,685	1,197,605	(41,470)	-3.3%
Miscellaneous	1,003,390	818,186	999,415	(3,975)	-0.4%
Lease/Rentals	1,195,770	1,100,242	1,129,658	(66,112)	-5.5%
Transfers	206,630	245,510	269,978	63,348	30.7%
Capital Outlay	6,000	10,342	8,000	2,000	33.3%
Total	34,750,804	33,891,986	35,806,613	1,055,809	3.04%

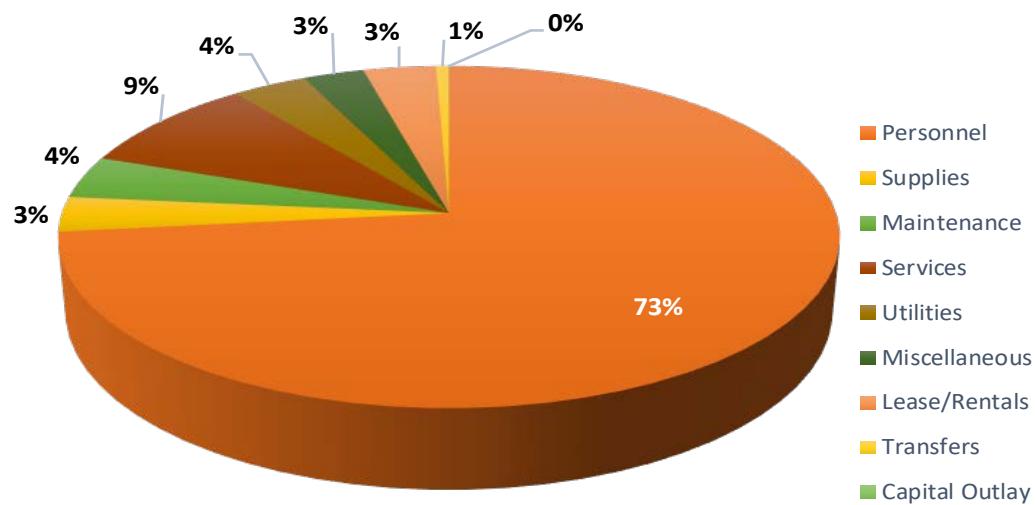
Expenditures: By Function	2017-2018 Budget	2017-2018 Estimate	2018-2019 Proposed	Variance (budget)	
General Government	5,662,950	5,399,886	5,483,060	(179,890)	-3.18%
Public Safety	21,790,350	21,667,189	22,819,040	1,028,690	4.72%
Community Services	5,117,945	4,702,069	5,238,025	120,080	2.35%
Public Works	2,179,559	2,122,842	2,266,488	86,929	3.99%
Total	\$ 34,750,804	\$ 33,891,986	\$ 35,806,613	\$ 1,055,809	3.04%

BUDGET FY2018-19

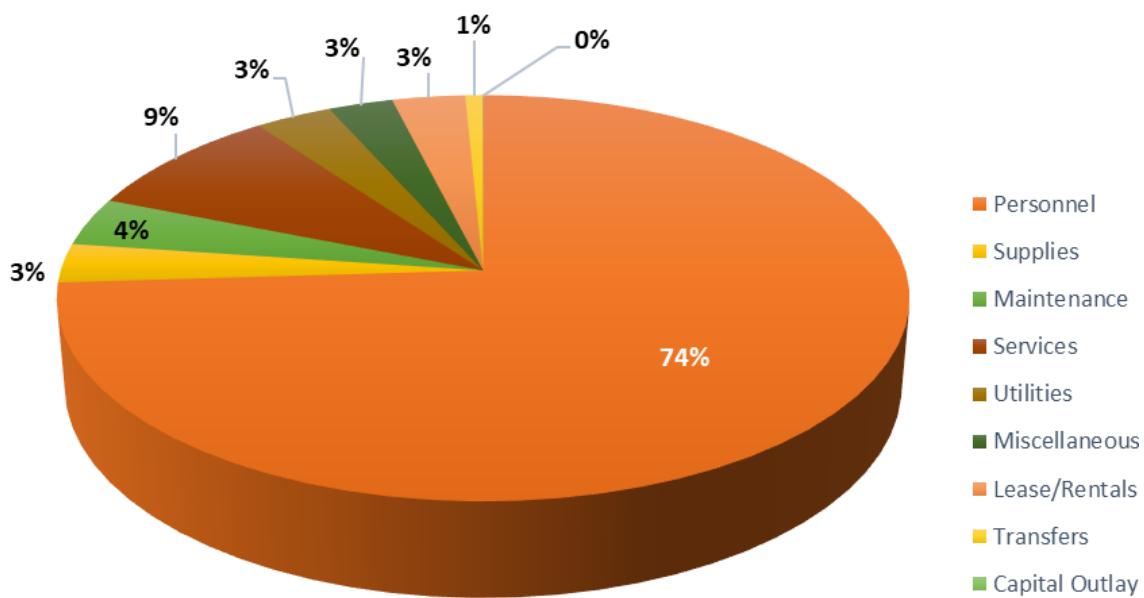
Summary Charts

GENERAL FUND EXPENDITURES COMPARISON BY CATEGORY (FY18 to FY19)

GENERAL FUND EXPENDITURES by CATEGORY – FY17/18



GENERAL FUND EXPENDITURES by CATEGORY – FY18/19



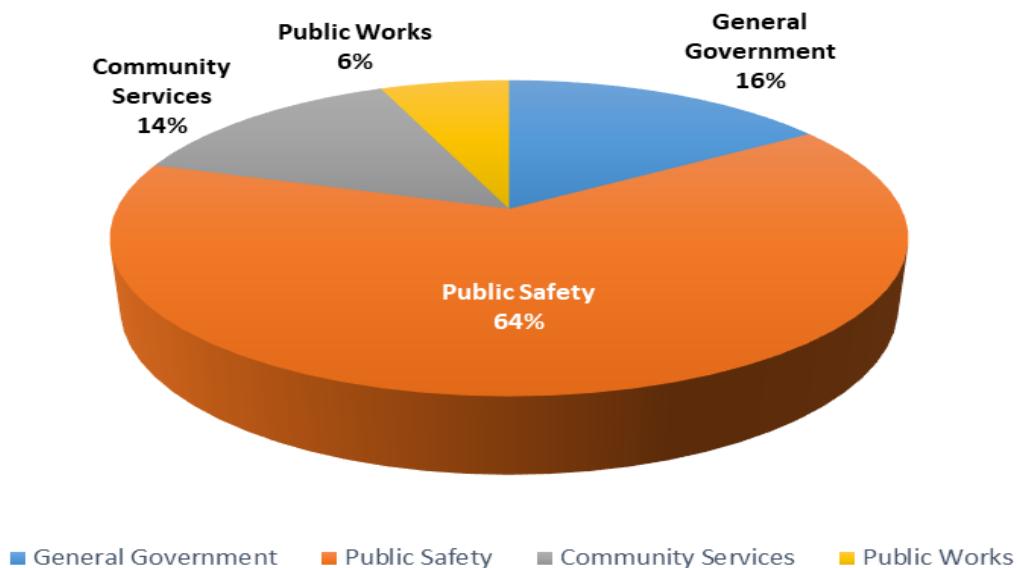
2019 Proposed: \$35,806,613

BUDGET FY2018-19

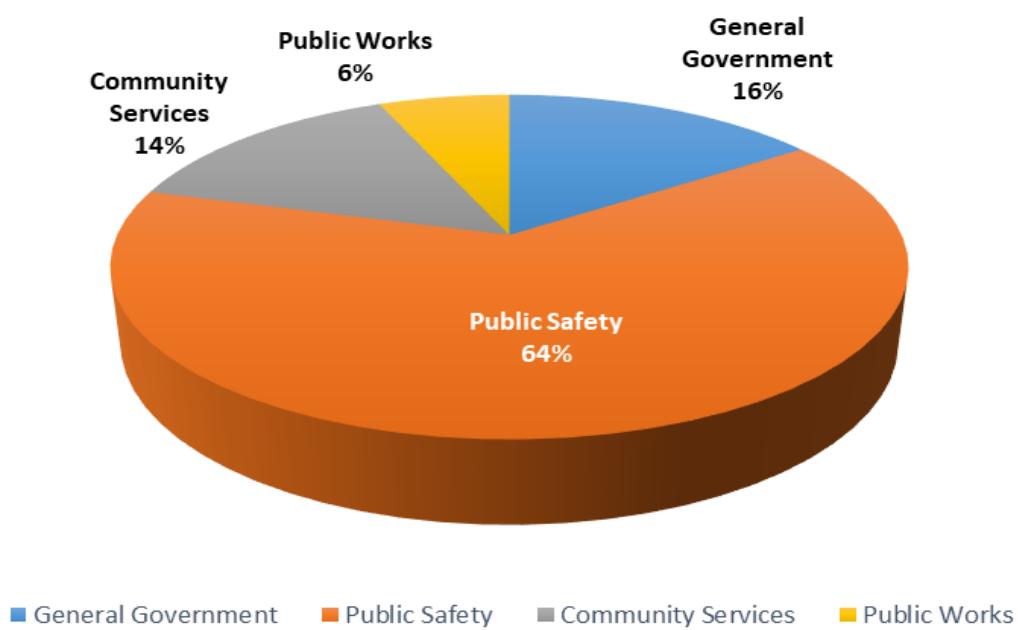
Summary Charts

GENERAL FUND EXPENDITURES COMPARISON BY FUNCTION (FY18 to FY19)

2017-2018 Budget



2018-2019 Continuation

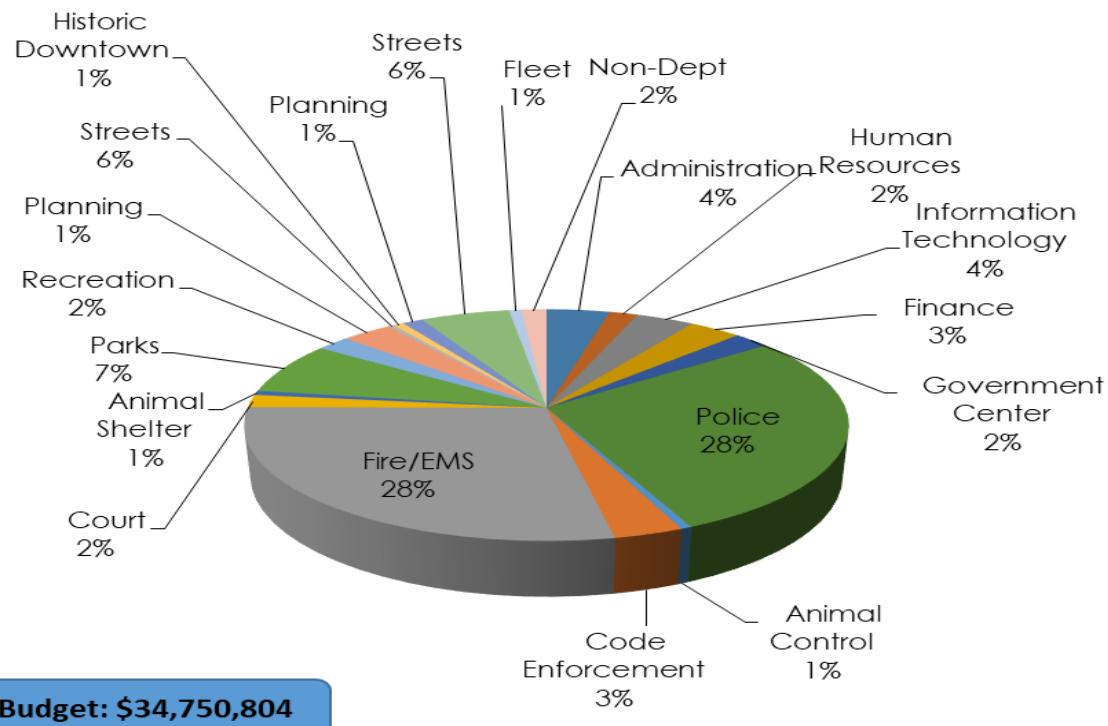


BUDGET FY2018-19

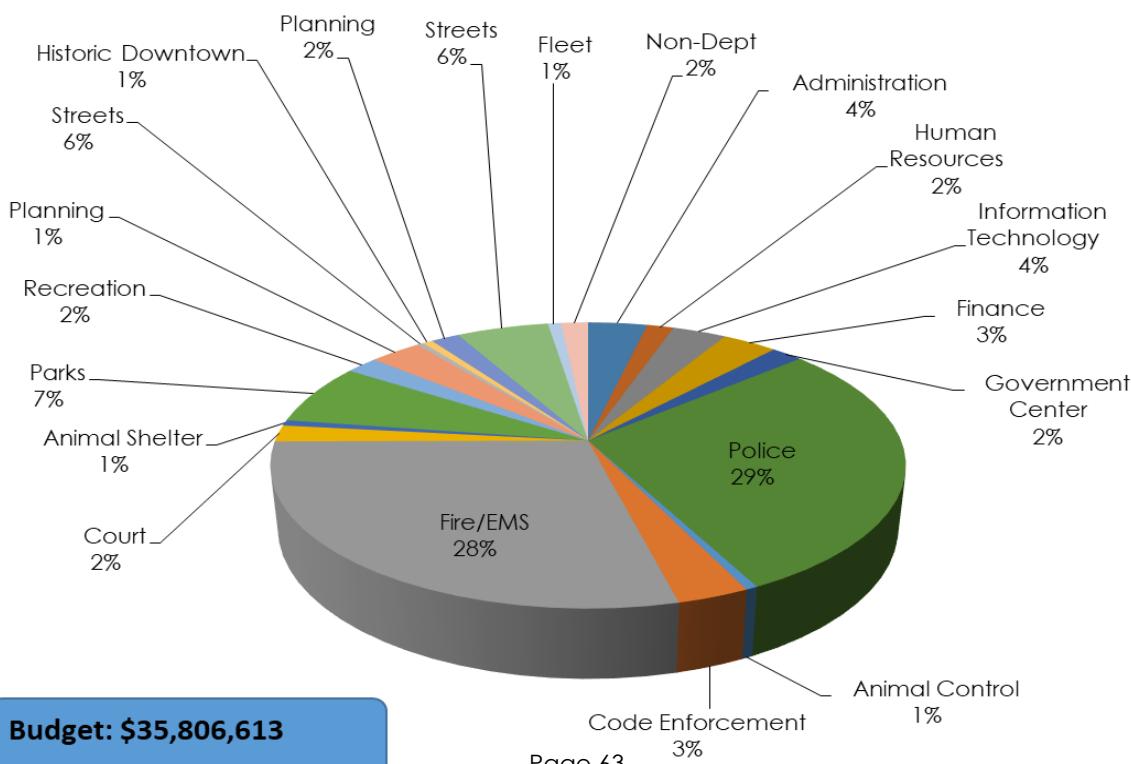
Summary Charts

GENERAL FUND EXPENDITURES COMPARISON BY DEPARTMENT (FY18 to FY19)

2017-2018 Budget of Expenditures



2018-2019 Proposed Budget



GENERAL FUND
(Revenues, Expenditures and Change in Fund Balance)
Fund 0001



BEGINNING FUND BALANCE

REVENUES

	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019	% Var
\$ 9,106,591	\$ 8,479,461		\$ 8,479,461	\$ 8,523,186	
Property taxes	\$ 16,591,810	\$ 17,750,400	\$ 17,706,374	\$ 19,561,620	10.2%
Other taxes	11,391,453	12,256,300	11,695,438	11,983,293	-2.2%
Permits and licenses	807,718	795,400	753,000	778,500	-2.1%
Charges for services	1,125,071	1,283,950	1,147,840	1,242,550	-3.2%
Fines	1,152,381	1,111,000	1,043,495	1,068,500	-3.8%
Miscellaneous	634,283	208,600	290,016	278,400	33.5%
Charges to other gov'ts	467,782	515,145	504,364	522,920	1.5%
Intergovernmental sources	584,358	363,825	325,184	217,500	-40.2%
Transfers In	408,470	470,000	470,000	575,000	22.3%
TOTAL OPERATING REVENUES	\$ 33,163,327	\$ 34,754,620	\$ 33,935,711	\$ 36,228,284	4.2%

EXPENDITURES

Administration	\$ 1,288,326	\$ 1,356,335	\$ 1,379,619	\$ 1,273,044	-6.1%
Human Resources	503,986	603,740	560,656	574,023	-4.9%
Information Technology	1,116,355	1,253,990	1,066,787	1,155,403	-7.9%
Finance	931,107	1,125,255	1,052,402	1,184,026	5.2%
Government Center	753,123	783,820	712,707	673,734	-14.0%
Police	9,257,682	9,863,140	9,601,150	10,325,089	4.7%
Animal Control	169,681	180,815	179,303	183,994	1.8%
Code Enforcement	850,934	1,116,150	1,094,503	1,122,528	0.6%
Fire/EMS	9,591,982	9,811,110	10,013,601	10,294,776	4.9%
Court	570,724	612,505	572,002	667,676	9.0%
Animal Shelter	196,790	206,630	206,630	224,978	8.9%
Parks	2,299,646	2,511,055	2,373,769	2,459,400	-2.1%
Recreation	651,126	723,925	620,207	697,212	-3.7%
Library	1,056,128	1,084,795	1,051,268	1,112,804	2.6%
Neighborhood Services	81,919	130,900	114,495	144,955	10.7%
Historic Downtown	94,919	218,540	187,630	212,494	-2.8%
Planning	502,687	441,775	354,700	611,159	38.3%
Streets	1,977,301	1,905,420	1,854,299	1,981,101	4.0%
Fleet	256,806	267,730	268,543	285,387	6.6%
Non-Department	739,234	539,810	588,835	577,832	7.0%
TOTAL OPERATING EXPENDITURES	\$ 32,890,456	\$ 34,737,440	\$ 33,853,106	\$ 35,761,613	2.9%

OTHER EXPENDITURES

Transfers	\$ 900,000	\$ -	\$ 38,880	\$ 45,000	0%
TOTAL OTHER EXPENDITURES	\$ 900,000	\$ -	\$ 38,880	\$ 45,000	0%

TOTAL EXPENDITURES

\$ 33,790,456	\$ 34,737,440	\$ 33,891,986	\$ 35,806,613	3.1%
\$ (627,130)	\$ 17,180	\$ 43,725	\$ 421,670	

ENDING FUND BALANCE

% of Operating Expenditures	25.8%	25.2%	25.0%
-----------------------------	-------	-------	-------

**FY 2018-2019
PROPOSED PROGRAMS**

	FY18-19 GENERAL FUND PROGRAMS	DEPT/DIVISON	RECURRING COST	ONE-TIME COST	TOTAL FIRST YEAR COST	CITY MANAGER PROPOSED	FUNDING OPTIONS/NOTES
1	Engagement Platform	(100) - Administration	\$ 15,000		\$ 15,000		~ Bond Funding
2	Citizen Academy	(100) - Administration	\$ 3,500		\$ 3,500		
3	Storage Server Upgrade & Business Continuity Equipment	(130) - Information Technology		\$ 121,000	\$ 121,000		
4	Conversion PT IT Tech to FT IT Tech	(130) - Information Technology	\$ 38,847		\$ 38,847		* 20 Hours
5	Replace Boilers	(195) - Government Center		\$ 100,000	\$ 100,000		
6	Replace Access Control System	(195) - Government Center		\$ 200,000	\$ 200,000		
7	Janitorial Services - Contract out Services	(199) - Non-Department	\$ 157,200		\$ 157,200		* Opt 2: 1FT Custodian - \$50,172
8	New Maintenance Vehicle	(199) - Non-Department	\$ 9,747	\$ 38,700	\$ 48,447		**
9	New FT Administrative Secretary	(310) - Police	\$ 68,348		\$ 68,348		* Opt 2: PT (20 Hours) - \$16,873
10	2 FT Police Officers	(310) - Police	\$ 198,672		\$ 198,672		* Opt 2: 1 FT Officer - \$99,336
11	FT Public Service Officer	(310) - Police	\$ 60,060		\$ 60,060		* Opt 2: PT (20 Hours) - \$13,473
12	FT Community Service Officer	(310) - Police	\$ 69,543		\$ 69,543		* Opt 2: PT (20 Hours) - \$19,641
13	FT Civilian Investigator	(310) - Police	\$ 68,548		\$ 68,548		* Opt 2: PT (20 Hours) - \$17,023
14	FT Animal Control Officer	(330) - Animal Control	\$ 76,219		\$ 76,219		* Opt 2: PT (20 Hours) - \$26,354, Opt 3: \$0
15	(Revenue) Fire Department Permit Fees	(340) - Fire	\$ (20,875)		\$ (20,875)		<i>Revenue projection Y1 (shown), potential over 5 yrs. = \$108K</i>
16	FT EMS Lieutenant	(340) - Fire	\$ 105,812		\$ 105,812		* Opt 2: PT (28 Hrs.) - \$60,467; Opt 3: PT (20 Hrs.) - \$38,301
17	PT Fire Administrative Assistant 28 hrs./week	(340) - Fire	\$ 23,347		\$ 23,347		* Opt 2: PT (25 Hours) - \$20,863, Opt 3: PT (20 Hours) - \$14,777
18	FT Fire Inspector	(340) - Fire	\$ 93,837		\$ 93,837		* Opt 2: PT (16 Hours) - \$26,108
19	FT Court Clerk or PT Conversion	(360) - Court	\$ 50,653		\$ 50,653		* Opt 2: PT to FT Conversion - \$37,320
20	2 FT Court Clerks	(360) - Court	\$ 106,306		\$ 106,306		* Opt 2: Intern to 1 FT Conversion - \$79,640
21	Single Family Rental Registration Program	(370) - Code Enforcement	\$ 64,153	\$ 27,900	\$ 92,053		** 1 FT w/ equipment, Opt 2: PT (20 Hours) - \$14,833
22	Emergency Trail Markers & Trail Amenities	(410) - Parks		\$ 120,000	\$ 120,000		Opt 2: Trail Markers Only - \$48,000; Opt 3: Trail Amenities Only - \$72,000
23	Special Event Trailer, new chairs and tables	(410) - Parks		\$ 57,500	\$ 57,500		Opt 2: Trailer Only - \$25,000
24	Convert PT Administrative Secretary to FT	(410) - Parks	\$ 38,350		\$ 38,350		*
25	Part Time Custodian	(430) - Recreation	\$ 18,689		\$ 18,689		*
26	Convert PT Senior Center Assistant to FT	(430) - Recreation	\$ 27,999		\$ 27,999		*
27	PT Therapeutic	(430) - Recreation	\$ 14,291		\$ 14,291		*
28	PT Bus Driver	(430) - Recreation	\$ 18,689		\$ 18,689		*
29	FT Library Outreach Assistant	(450) - Library	\$ 55,653		\$ 55,653		*
30	Cedar Hill Presents	(480) - Historic Downtown	\$ 10,000		\$ 10,000		
31	Comprehensive Plan	(520) - Planning		\$ 150,000	\$ 150,000	150,000	2-Year Program, \$300,000 over 2 yrs.
GENERAL FUND TOTAL:			\$ 1,372,588	\$ 665,100	\$ 2,187,688	\$ 150,000	

* Includes Equipment, Uniform, Benefits on personnel requests

** 1X Costs for Equipment will be eligible for City Equipment Replacement Fund (Annual Budget Cost is recurring for life of vehicle)

First Year Cost: Cost to pay the first year lease for equipment (transferred from the General Fund to the Equipment Fund) in addition to personnel or other operational costs.

^ Included in FY19 Continuation Budget - Funded by the Equipment Replacement Fund

~ Other Potential Funding Sources Identified

BUDGET FY2018-19

General Fund – Departments

General Fund Fund 0001

- 100 Administration
- 110 Human Resources
- 130 Information Technology
- 150 Finance
- 195 Government Center
- 199 Non-Department
- 310 Police
- 330 Animal Control
- 340 Fire
- 350 Emergency Management
- 360 Municipal Court
- 370 Code Enforcement
- 410 Parks
- 430 Recreation
- 450 Library
- 470 Neighborhood Services
- 480 Historic Downtown
- 520 Planning & Zoning
- 710 Streets & Drainage
- 750 Fleet Maintenance

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DEPARTMENT DESCRIPTION

The Administration Department is responsible for the overall coordination and facilitation of all City services to the citizens of Cedar Hill. The department creates partnerships and maintains communication with citizens and elected officials in all branches of government. The department gives direction, sets administrative policy, and makes legal, budgetary and personnel decisions city-wide.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- Oversee Implementation of City Council's Strategic Plan and Premier Statements
- Provide oversight to day to day operations
- Respond to Citizens' questions and service requests
- Manage Official Record Keeping of the City Council and the City of Cedar Hill, according to state law and records policies
- Administer City Elections

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
% of Citizen Inquiries Responses (telephone, email and in-person)	N/A (not tracked)	N/A (not tracked)	N/A
# of open records request	N/A (not tracked)	N/A (not tracked)	N/A
# of Social Media Followers (Facebook & Twitter)	N/A (not tracked)	N/A (not tracked)	N/A
# of Unique Subscribers (Civic Ready, Website & Let's Talk Cedar Hill)	N/A (not tracked)	N/A (not tracked)	N/A
# of Unique Visitors (website & Let's Talk Cedar Hill)	N/A (not tracked)	N/A (not tracked)	N/A
Citizens Satisfaction Survey Overall % - (biennial)	N/A	84%	N/A

EXPENDITURE SUMMARY

Expenditures by Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	975,106	995,435	1,151,535	1,086,744	1,076,744	(74,791)
Supplies	13,209	23,563	23,150	20,650	23,150	-
Maintenance	9,212	10,082	10,250	10,377	10,250	-
Services	90,449	89,748	46,625	97,781	46,625	-
Utilities	5,107	5,931	4,775	5,404	4,775	-
Leases/Rentals	-	-	-	-	-	-
Miscellaneous	123,296	163,567	120,000	148,000	111,500	(8,500)
Total	1,216,379	1,288,326	1,356,335	1,379,619	1,273,044	(83,291)

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Budgeted	FY2018-19 Proposed Budget	Budget Variance (#)
City Manager	1	1	1	1	0
Assistant City Manager	2	2	2	1	(1)
Communications Manager/ Director	1	1	1	1	0
City Secretary	1	1	1	1	0
Assistant to the City Manager	1	1	1	1	0
Executive Assistant to the City Manager	0	1	1	1	0
Executive Assistant	3	2	2	2	0
Administrative Secretary	0.50	0.50	0.50	0.50	0
Total	9.50	9.50	9.50	8.5	(1)

* Note: The Assistant City Manager Position has been budgeted for 2 FTEs in prior years with 1 FTE vacant. The vacant position has not been included in the FY18/19 proposed budget resulting in the variance above.

EQUIPMENT & PROGRAM REQUEST

Programs:	Recurring Cost	One-Time Cost	City Manager Proposed	Funded
Electronic Engagement Software	15,000	-	-	No
Citizen Academy	3,500	-	-	No



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DEPARTMENT DESCRIPTION

The Human Resources Department is responsible for providing excellent customer service to current and potential employees by facilitating recruitment efforts, employee development programs, employee relations, benefits and compensation administration.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Recruitment Opportunities** - Devise strategies to attract, select and retain a diverse pool of highly knowledgeable, talented, and service-driven applicants
- **Compensation and Benefits** - Establish and maintain a fair and competitive compensation and benefits package
- **Performance Development and Management** - Formulate the direction that enables the organization to achieve its training, performance, change, and succession planning initiatives
- **Employee Incentives and Retention Strategies** - Ensure that the workforce has career opportunities, incentives, and a quality of work life balance that encourages employee retention
- **Employee Relations and Accountability Standards** - Provide expertise, guidance and assistance on employee-related matters

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
Offer a minimum of 10 Wellness programs annually	10	12	12
Provide 4 Customer Service Training Initiatives Annually	1	2	4
Provide at least 12 Recruitment and Retention Programs annually	10	12	12

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	316,233	355,995	396,945	386,150	381,628	(15,317)
Supplies	23,150	21,952	31,900	32,800	31,900	-
Maintenance	18,494	29,996	33,500	32,500	33,500	-
Services	61,138	60,263	76,120	64,968	61,720	(14,400)
Utilities	515	566	625	810	625	-
Lease/Rentals	-	-	-	-	-	-
Miscellaneous	40,553	35,215	64,650	43,300	64,650	-
Total	460,083	503,987	603,740	560,528	574,023	(29,717)

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Human Resources Director	1	1	1	1	0
Human Resources Manager	1	1	1	1	0
Human Resources Generalist I	1	1	1	1	0
Human Resources Assistant	0	0.8	0.8	0.5	(0.3)
Total	3	3.8	3.8	3.5	(0.3)

* Note, a portion of one Part-Time Assistant has been moved to the Police Department (310)

DEPARTMENT DESCRIPTION

The Information Technology Department provides support, guidance and direction for all City information resources.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Systems management** - Coordinate and support the design, implementation, operation, training procedures and documentation for all purchased and/or developed information systems
- **Network and systems security** – Configure and maintain information security infrastructure for internal and external systems
- **Systems, equipment, and managed services procurement** – Assure procurement efficiency and effectiveness of all information systems and equipment
- **General direction and support** – Oversee the streamlined technical operation and support of all departments and ensure it aligns with the business objectives of the City

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2015-16 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
IT request completed within 2 days	80%	90%	95%
IT projects completed on schedule	90%	95%	95%
% of IT network security threats mitigated within 24 hrs	75%	80%	95%

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	440,261	443,485	454,040	443,456	448,768	(5,272)
Supplies	37,306	38,019	36,850	34,310	36,850	-
Maintenance	203,886	243,816	210,750	210,225	214,660	3,910
Services	134,137	184,987	230,355	181,450	230,160	(195)
Utilities	30,347	28,606	30,200	15,200	16,000	(14,200)
Lease/Rentals	149,945	154,006	264,035	168,296	183,015	(81,020)
Miscellaneous	22,978	23,436	27,760	13,850	25,950	(1,810)
Total	1,018,860	1,116,355	1,253,990	1,066,787	1,155,403	(98,587)

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2017-18 Proposed Budget	Budget Variance (#)
Information Technology Director	1	1	1	1	0
Network Administrator	1	1	1	1	0
Information Systems Analyst	2	2	2	2	0
Computer Technician	0.7	0.7	0.7	0.7	0
Administrative Clerk	0.5	0.5	0.5	0.5	0
Total	5.2	5.2	5.2	5.2	0

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DEPARTMENT DESCRIPTION

The Finance Department provides professional and fiscally prudent management of all city assets by managing and recording, safeguarding, organizing, and planning for future financial needs.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Financial Accounting:** Maintain the City's general ledger, perform accounts payable functions, process employee payroll, collect and record revenues and expenditures and coordinate the City's annual audit. Administers financial programs and provide financial training and guidance to all departments.
- **Budgeting and Reporting:** Provide financial reports to the City's operating divisions, the City Council and other stakeholders, assist administration with implementation and monitoring the city's annual operating budget and capital improvement plan budgets.
- **Debt Management:** Coordinate the issuance of debt, prepare information required to obtain insurance and ratings for debt insurance and process maturities payments
- **Investment and Treasury Functions:** Manage City funds, determine appropriate investments according to the City's investment policy and provide quarterly reports to the City Council regarding investment performance. Safeguard all city funds while providing available cash according to the city's operational needs while leveraging opportunities to increase yields.
- **Purchasing and Procurement:** Provide the best method to acquire goods and services for the City with the best value by issuing purchase orders, RFPs/RFQs, conducting City-wide bids and contract administration and participate in Cooperative Purchasing Programs.

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
% of AP Electronic Payments	7.5%	45.7%	46.7%
% of months bank recon completed w/45 days	67%	67%	80%
% of Purchase Card Expenditures to Total Operating Expenditures	3.15%	3.52%	3.81%

# of Purchase Orders	104	120	150
# of Consecutive Years receiving GFOA CAFR award	26	27	28
% of Financial Reports Prepared by Due Date (CAFR, Investment & Budget)	60%	80%	95%

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	636,501	632,905	835,900	766,046	821,181	-14,719
Supplies	13,560	10,529	11,100	9,500	9,500	-1,600
Maintenance	-	840	-	-	1,035	1,035
Services	295,146	277,870	275,810	266,570	320,705	61,895
Utilities	433	650	600	1,025	650	50
Leases/Rentals	-	-	12,900	-	12,105	12,105
Miscellaneous	13,031	8,831	18,845	9,260	18,850	5
Capital Outlay	-	-	-	-	-	-
Total	958,671	931,108	1,155,155	1,052,402	1,184,026	58,771

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Finance Director	1	1	1	1	0
Finance Business Manager	1	1	1	1	0
Controller	0	1	1	1	0
Senior Accountant	2	2	1	1	0
Budget & Purchasing Analyst	1	1	1	1	0
Accountant	0	0	1	1	0
Payroll Clerk	1	1	1	1	0
Account Clerk	1	1	1	1	0
Total	7	8	8	8	0

EQUIPMENT & PROGRAM REQUEST

Equipment Request	Estimated Cost	Equipment Lease Cost/YR	Funded
Core POS System	138,500	12,105	Yes❖

❖ This equipment was included in the FY16/17 Point of Sale (POS) program. The POS program was approved in FY16/17; contracted in FY17/18 for professional services; FY18/19 reflects the addition of the associated equipment on the Equipment Fund Lease roll.



DEPARTMENT DESCRIPTION

The Government Center is charged with the maintenance and aesthetics of the Government Center.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Coordinate Building Services**
- **Coordinate Service Request System**
- **Maintain the Integrity of the Facility**

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
Systems maintained	7	7	7
Service requests completed	590	645	710
Energy generated from solar panels in kWh	26,119	135,000	100,000

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	225,019	239,332	244,422	245,627	254,599	10,177
Supplies	23,143	26,286	29,500	35,175	35,500	6,000
Maintenance	74,984	74,984	156,700	92,270	117,000	(39,700)
Services	82,541	93,117	101,050	103,510	95,210	(5,840)
Utilities	252,916	280,693	256,950	233,725	164,225	(92,725)
Miscellaneous	4,958	1,396	8,900	2,400	7,200	(1,700)
Total	663,561	753,124	797,522	712,707	673,734	(123,788)

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Facilities Manager	1	1	1	1	0
Maintenance Crew Chief	1	1	1	1	0
Custodian	1	1	1	1	0
Total	3	3	3	3	0

EQUIPMENT & PROGRAMS REQUEST

Programs	Recurring Cost	One-Time Cost	City Manager Proposed	Funded
Replace Boilers		100,000	-	No
Replace Access Control System		200,000	-	No

DEPARTMENT DESCRIPTION

This budget group is used for items that span across several funds and departments related to custodial services, maintenance and shared equipment.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Coordinate Building Services**
- **Coordinate Service Request System**
- **Maintain the Integrity of the Facility**

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	74,256	107,064	103,715	113,760	116,377	12,662
Supplies	17,459	9,035	3,700	3,800	3,300	(400)
Maintenance	62,187	72,511	67,700	82,433	67,300	(400)
Services	312,791	384,332	160,125	245,806	139,315	(20,810)
Utilities	1,600	1,846	1,525	1,620	1,645	120
Development Incentives	75,000	75,000	75,000	75,000	75,000	-
Lease/Rentals	15,675	19,444	19,445	19,445	19,445	-
Miscellaneous	72,636	70,004	108,600	46,970	155,450	46,850
Transfers	69,000	900,000	-	38,880	45,000	45,000
Total	700,605	1,639,236	539,810	627,715	622,832	83,022

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2017-18 Proposed Budget	Budget Variance (#)
Building Maintenance Technician	0	1	1	1	0
Part-Time Custodian	1.5	1.5	1.5	1.5	0
Building Maintenance Technician	0.5	0	0	0	0
Total	2	2.5	2.5	2.5	0

DEPARTMENT DESCRIPTION

The Cedar Hill Police Department is dedicated to providing the highest quality service that promotes and maintains a safe environment in partnership with the community consistent with our values.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Patrol** - Provide timely response to calls for service and the protection of people and property; Develop problem-solving and crime prevention strategies with citizen and business groups; Provide safe flow of traffic throughout the City, enforce traffic laws and prevent accidents
- **Criminal Investigations** - Investigate reported crimes and alleged offenses; Gather, analyze and share intelligence information; Recover evidence and stolen property; File cases, arrest offenders and assist victims
- **Information and Technical Support** - Maintain and provide accurate police information; Safeguard property and evidence; Provide information and education on police service programs, crime trends, problem solving; Reporting and false alarm prevention to the community
- **Police Administration** - Provide overall direction and leadership for all police services utilizing "best practices" in law enforcement; Establish and review policy; Prepare and implement annual work plan and budget; Coordinate with other city departments and local governmental entities; Maintain accreditation status
- **Professional Standards** - Investigate complaints; Conduct internal affairs investigations; Recruit and train for excellence

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
Respond to all service calls in a prompt, courteous and safe manner	18:58 minutes	Below 18 minutes	Below 18 minutes
Perform at least two (2) state traffic safety initiatives for the recognized/specified time period annually	Completed 4	Complete 4	Complete 2
File appropriate charges and provide testimony at grand jury/court	90% accepted	90% acceptance of county court	90% acceptance at county court
Contact victims and document and investigate all criminal activity and offense reports	Contacted w/in 5 days	5 days to contact victims	5 days to contact victims
Provide accurate and timely police information	Updated web page w/in 15 days w/changes	Update web page w/in 15 days	Update web page w/in 15 days
Continue communications with the CHISD Police and State Park Police and implement identified service enhancements	Held monthly meetings	Meet monthly	Meet monthly
Continue to develop supervisory personnel for succession through a comprehensive strategy of training and opportunities designed to encourage leadership excellence	Attend 1 management leadership course	Attend 1 management leadership course	Attend 1 management leadership course
Investigate internal affair complaints and conduct administrative investigations	Completed w/in 30 days	Complete w/in 30 days	Complete w/in 30 days

EXPENDITURE SUMMARY

Expenditures By Category	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	7,965,620	8,385,430	8,154,788	8,786,810	401,380
Supplies	200,820	267,945	268,655	232,485	(35,460)
Maintenance	92,765	102,670	104,209	104,650	1,980
Services	644,832	681,125	655,925	691,175	10,050
Utilities	26,160	23,750	26,621	27,620	3,870
Lease/Rentals	196,545	221,535	236,252	312,609	91,074
Miscellaneous	124,520	174,685	147,700	161,740	(12,945)
Capital	-	-	-	-	-
Grant Expenditures	6,420	6,000	7,000	8,000	2,000
Total	9,257,682	9,863,140	9,601,150	10,325,089	461,949



PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Police Chief	1	1	1	1	0
Assistant Police Chief	2	2	2	2	0
Police Lieutenant	7	7	7	7	0
Police Sergeant	7	7	7	7	0
Police Corporal	7	7	7	7	0
Police Officer	38	38	41	41	0
Police Information Supervisor	1	1	1	1	0
Forensics Manager (Grant)	1	1	1	1	0
Victim Assistance / Grant Coordinator	1	1	1	1	0
Crime Analyst	1	1	1	1	0
Executive Assistant	1	1	1	1	0
Civilian Investigator	1	1	1	1	0
Executive Secretary	0	1	1	1	0
Investigative Aide	1	1	1	1	0
Community Service Officer	2	3	3	3	0
Property Room Coordinator	1	1	1	1	0
Senior Public Service Officer	1	1	1	1	0
Administrative Secretary	1	0	0	0	0
Alarm Billing Coordinator	1	1	1	1	0
Public Service Officer	4	5	5	5	0
Police Records Clerk	2	2.5	2.5	3	0.5
Community Service Officers	1.4	0	0	0	0
Police Clerk	0.5	0	0.5	0	-0.5
Total	82.9	83.5	87	87	0

EQUIPMENT & PROGRAM REQUEST

Replacement Equipment	Estimated Cost	Equipment Lease Cost/YR	Funded
Patrol Vehicle (5) at \$50,000 each	250,000	67,538	Yes^
Admin Vehicle	28,500	5,327	Yes^
Admin Vehicle	28,500	5,327	No
Community Service Vehicle (1)	30,000	4,361	No
Tough Books (3)	31,506	11,135	Yes^

** 1X Cost for equipment will be eligible for City Equipment Fund Replacement Fund

Equipment Lease Cost/YR: Cost to pay the first year lease for equipment (transferred from the General Fund to the Equipment Fund).

^ Included in FY19 Continuation Budget – Funded by the Equipment Replacement Fund

Programs	Recurring Cost	One-Time Cost	City Manager Proposed	Funded
Administrative Secretary *	63,698	4,650	-	No
Police Officers (2) *	175,772	22,900	-	No
Public Service Officer *	58,910	1,150	-	No
Community Service Officer *	65,113	4,430	-	No
Civilian Investigator*	63,698	4,850	-	No

*Includes Equipment, Uniform, Benefits on personnel requests



DEPARTMENT DESCRIPTION

The Animal Control department provides protection for the health, safety, and welfare of people and animals within the City by responding to emergency and non-emergency situations concerning animals and fowl within the city and enforcing related state and local statutes.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Animal Control** - Provide timely response to calls for service and enforce animal codes.

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
Respond to calls in a prompt manner	35 minutes	Below 20 minutes	Below 20 minutes
Publish and distribute at least 3 educational articles relating to animals	Published 2 articles	3 Articles	3 Articles
Attend 6 neighborhood watch group meetings or City sponsored functions annually	Attended 6 meetings	Attend 6 meetings	Attend 6 meetings

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	127,246	138,188	142,742	144,584	146,523	3,778
Supplies	8,119	7,276	9,500	8,350	9,355	(145)
Maintenance	1,746	279	2,000	1,000	1,000	(1,000)
Services	2,377	1,997	2,540	2,642	2,960	420
Utilities	1,745	1,552	2,175	2,100	2,300	125
Lease/Rentals	14,308	18,057	18,055	18,057	18,056	1
Miscellaneous	2,743	2,334	3,800	2,570	3,800	-
Total	158,284	169,683	180,815	179,303	183,815	3,179

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Senior Animal Control Officer	1	1	2	2	0
Animal Control Officer	1	1	0	0	0
Total	2	2	2	2	0

EQUIPMENT & PROGRAM REQUEST

Programs	Recurring Cost	One-Time Cost	City Manager Proposed	Funded
* Animal Control Officer	64,314	11,905	-	No

* Includes Equipment, Uniform, Benefits on personnel requests

DEPARTMENT DESCRIPTION

The Cedar Hill Fire Department provides protection of lives and property and emergency medical services.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Emergency Response Services** - Deliver professional and state of the art fire and rescue services.
- **Non-Emergency Response Services** – Meet requests for non-emergency services in a professional and efficient manner.
- **Community Risk Reduction** – Improve the “Quality of Life” by identifying and mitigating community hazards.
- **Planning** - Provide leadership and visionary direction for the Cedar Hill Fire Department.

DEPARTMENT/DIVISION ACCOMPLISHMENTS

MEDICAL/EMS

- Awarded Heart Safe Community by NTTRAC.
- Awarded 2018 Mission: Lifeline EMS Recognition Gold Plus Level.
- Emergency Medical Service for Children (EMSC) Gold Level.
- Completed Bleeding Control of Injured (BCON) training to all CHISD Nurses.
- Completed CPR and Bleeding Control of Injured (BCON) training for all Cedar Hill Police Officers.

FIRE OPERATIONS

- All Fire Officers & Driver/Engineers certified as Blue Card Incident Commanders.
- Purchased and implemented Public Safety unmanned aircraft program (DRONE) and certified four (4) fire personnel as pilots for the drone incident response.
- Deployed personnel throughout the State of Texas through TIFMAS, TEMAT, AMBUS, Texas Task Force 2 to assist with wildfires, natural disasters, conventions and participated in multiple regional exercises.

PUBLIC EDUCATION

- 2nd Annual Teen Fire Academy
- Annual Citizen's Fire Academy
- Worked in conjunction with CHISD, childcare facilities, charter schools, private schools and nursing homes to deliver Life and Fire Safety programs (LAFS) throughout the community.
- Initiated Fire Explorers program that has received community recognition for participation in various programs throughout the Metroplex.

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

	FY2016- 17 Actual	FY 2017-18 YE Estimate	FY2018- 19 Projection
Total Activity	6,173	6,384	6,500
Emergency Responses	4,945	4,846	4,900
Mutual Aid Calls*			
Given*	60	35	40
Received*	14	4	10
Auto Aid Calls*			
Given*	339	409	415
Received*	352	257	265
Non-Emergency	1,228	1,538	1,600
*Mutual Aid/Auto Aid calls included in Emergency Response Number			

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	7,521,824	8,123,365	8,011,097	8,371,432	8,646,457	635,360
Supplies	217,316	208,250	268,465	222,200	267,175	(1,290)
Maintenance	268,479	266,427	256,725	239,950	251,625	(5,100)
Services	382,065	315,502	504,115	459,063	511,655	7,540
Utilities	82,853	80,230	78,132	72,731	62,605	(15,527)
Leases/Rentals	330,787	330,356	344,369	341,706	231,940	(112,430)
Miscellaneous	174,245	186,099	246,735	223,890	219,920	(26,815)
Grant Expense	-	2,064	-	-	-	-
Capital	1,429	16	-	3,342	-	-
Total	8,978,999	9,512,309	9,709,638	9,934,314	10,191,377	481,738

- Note Departments 340 (FIRE) & 341 (FIRE STATION #4) Combined in FY17

DEPARTMENT DESCRIPTION

The Emergency Management Department provides coordination and integration of all activities necessary to strengthen, sustain, and improve the City's ability to mitigate against, prepare for, respond to, and recover from all hazards.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Develop, maintain, and coordinate the City's Emergency Management Plan** - Develop and maintain the plan at the advanced level, coordinate dissemination of the plan, and conduct training and exercises
- **Monitor and respond to dangerous weather conditions** – Monitor weather conditions to maintain a proper state of readiness
- **Respond to and recover from catastrophic incidents** - Maintain readiness to mitigate the effects of all hazards within our community/region.

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
Develop and Update Emergency Management Plan	Regional Plan developed	Regional Plan Adopted	Maintain Plan
Conduct Training and Exercises	Conducted 3 exercises	Conduct 3 exercises	Conduct 3 exercises
Conduct monthly outdoor warning siren test	Conducted test of siren system each month – weather permitting	Conduct test of siren system each month – weather permitting	Conduct test of siren system each month – weather permitting

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	-	-	-	-	-	-
Supplies	4,355	1,057	2,400	1,000	2,400	-
Maintenance	24,608	22,023	27,750	22,000	27,750	-
Services	50,834	40,402	53,165	40,500	53,165	-
Utilities	2,090	2,174	1,500	1,000	1,500	-
Leases/Rentals	4,125	4,079	5,760	4,135	7,684	1,924
Miscellaneous	10,515	9,943	10,900	10,655	10,900	-
Total	96,528	79,678	101,475	79,287	103,399	1,924

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
N/A - Fire Department Staffing Used					

EQUIPMENT & PROGRAM REQUEST

Replacement Equipment	Estimated Cost	Equipment Lease Cost/YR	Funded
Warning Siren	50,000	3,550	Yes^

[^] Included in FY19 Continuation Budget - Funded by the Equipment Replacement Fund

DEPARTMENT DESCRIPTION

The Cedar Hill Municipal Court provides court information, case processing and judicial services for cases and offenses that have taken place in the jurisdiction.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Process Class-C Misdemeanor cases** – Document and maintain case activity
- **Prepare and maintain trial dockets** – Coordinate and schedule individual cases
- **Enforce compliance of court orders** – Issue and serve warrants, summons and subpoenas
- **Promote the highest standards of customer service** - Continuously strive to enhance customer service practices

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
Number of Cases Filed	9,747	9,719	9,733
# of Warrants Processed/Issued	5,934	2,969	3,117
Maintain a collection rate of 68% on new cases filed	68%	45%	68%
Maintain a 95% warrant clearance rate	76%	123%	95%
# of Citizens reached via outreach and Preventative Programs	3,000	3,020	3,000

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	534,843	484,855	504,710	495,821	560,341	55,631
Supplies	13,146	12,863	21,600	12,756	18,930	(2,670)
Maintenance	6,532	676	6,500	3,951	5,000	(1,500)
Services	54,231	59,363	61,900	49,600	61,900	0
Utilities	2,995	2,616	3,575	3,003	3,255	(320)
Leases/Rentals	-	-	4,120	4,219	8,435	4,315
Miscellaneous	9,595	10,354	10,100	9,675	10,190	90
Total	621,342	570,727	612,505	579,025	668,051	55,546

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY16 Actual	FY 17 Actual	FY18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Municipal Court Administrator	1	1	1	1	0
Senior Court Clerk/ Juvenile Case Manager	1	1	1	1	0
Senior Marshal	0.5	.68	.68	1	.32
Deputy Marshal	1	1	1	1	0
Court Clerk	2	2.5	2.5	2.5	0
Judge	1	1	1	1	0
Bailiff	0.7	0.7	0.7	0.5	(.20)
Total	7.2	7.88	7.88	8	.12

EQUIPMENT & PROGRAM REQUEST

Programs	Recurring Cost	One-Time Cost	City Manager Proposed	Funded
FT Court Clerk or PT Conversion	50,653	-	No	No
2 FT Court Clerks	106,306	-	No	No

DEPARTMENT DESCRIPTION

The Code Enforcement Department enforces adopted codes in order to protect and maintain public health and enhance property value in the City of Cedar Hill.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Enforce Property Maintenance Codes** - Encourage voluntary compliance of City codes
- **Impose Building Codes** - Ensure compliance of City building codes
- **Issue Building Permits** - Review building plans for compliance with City codes
- **Promote Community Aesthetics** - Encourage citizens to keep their properties violation free

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
Initiate code violation cases	5,300	5,300	5,700
Respond to citizen complaints	1,300	1,000	1,000
Initiate code cases through Operation Clean Sweep	600	550	550
Inspect multi-family/lodging units	95	381	262
Perform building inspections	4,440	4,800	5,500
Issue single-family building permits	58	40	44
Issue commercial building permits	85	85	85
Issue other (MEP, storage building, fence and irrigation, etc.) permits	1,200	2,000	2,000
Issue sign permits (attached, detached, special event)	165	185	200
Issue Certificates of Occupancy	163	200	220
Issue MF/Lodging Licenses	16	17	18

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	663,571	750,839	829,720	846,377	829,720	8,650
Supplies	22,977	11,291	14,160	15,200	14,160	2,560
Maintenance	6,639	3,986	82,345	88,850	82,345	13,505
Services	116,997	58,830	147,375	90,607	147,375	(32,525)
Utilities	3,964	4,763	4,570	12,265	4,570	7,730
Lease/Rentals	3,823	5,075	19,585	22,804	19,585	4,353
Miscellaneous	20,330	16,154	18,395	18,400	18,395	2,105
Capital Outlay	-	-	-	-	-	-
Total	838,301	850,938	1,116,150	1,094,503	1,122,528	6,378

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Neighborhood Services Director	1	1	1	1	0
Building Official	1	1	1	1	0
Assistant Building Official	0	1	1	0	(1)
Senior Building Inspector	1	0	0	1	1
Building Inspector	1	1	1	1	0
Senior Code Enforcement Officer	1	1	1	2	1
Code Enforcement Officer	3	3	4	3	(1)
Permit Technician/Executive Secretary	0	1	1	1	0
Permit Technician	1	0	0	0	0
Total	9	9	10	10	0

EQUIPMENT & PROGRAM REQUEST

Programs:	Recurring Cost	One-Time Cost	First Year Cost	City Manager Proposed	Funded
* Single Family Rental Registration Program	63,153	27,900	92,053	-	NO

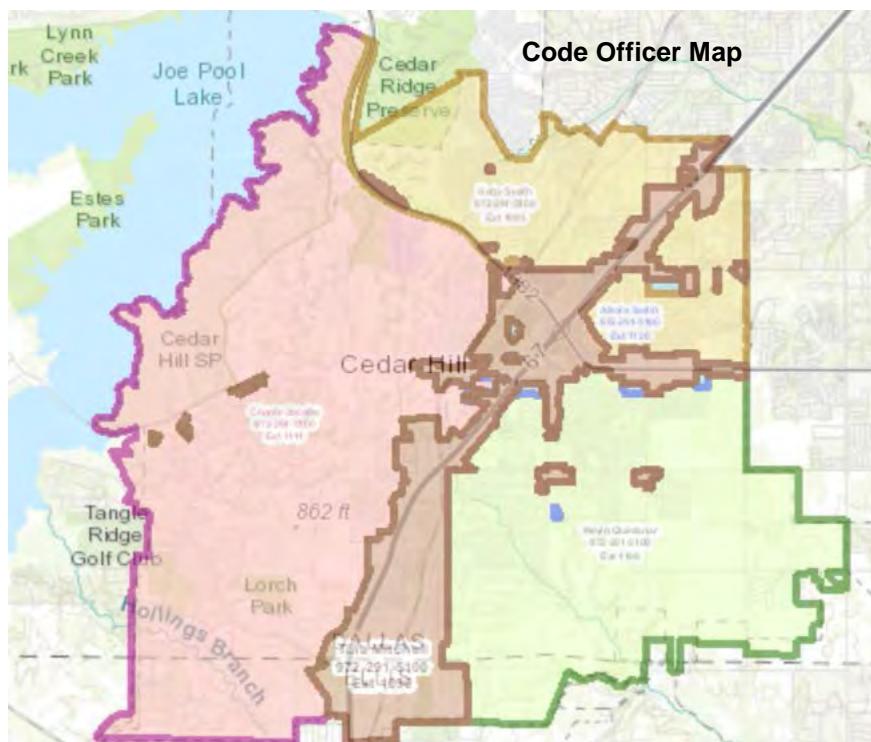
* Includes Equipment, Uniform, Benefits on personnel requests



Graffiti Clean Up



Plan Review & Approval



DEPARTMENT DESCRIPTION

The Tri-City Animal Shelter's operational expenses are detailed in the Special Revenue Fund 0301 (Animal Shelter) however this budget section shows the City of Cedar Hill's contribution to the Tri-City Animal Shelter.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

To fund the City of Cedar Hill's annual share of the Tri-City Animal Shelter

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel						-
Supplies						-
Maintenance						-
Services						-
Utilities						-
Leases/Rentals						-
Miscellaneous						-
Transfers	190,000	196,790	206,630	206,630	224,978	18,348
Total	190,000	196,790	206,630	206,630	224,978	18,348

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

N/A – SEE FUND 0301- Animal Shelter Fund

EQUIPMENT & PROGRAM REQUEST

N/A – SEE FUND 0301- Animal Shelter Fund

DEPARTMENT DESCRIPTION

The Parks Department is responsible for the maintenance of all City parks and responsible for coordinating programs and activities within the parks that maximize citizens' full enjoyment of Cedar Hill's parks.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements.

- **Grounds maintenance** – Ensure City grounds are safe and aesthetically pleasing, including mowing, weed and ant control, and litter abatement.
- **Athletic field preparation** – Ensure athletic fields are safe and aesthetically pleasing including preparation of ball fields for leagues, tournaments and special events.
- **Park facility maintenance and irrigation** – Ensure park amenities are safe and aesthetically pleasing and ensure irrigation systems maintained and operational.
- **Special projects** – Provide support for special events and projects.
- **Administrative** – Provide a system of Premier parks and open space areas that are responsive to the needs of the citizens while maximizing conservation of natural and tangible resources.

SERVICE LEVEL ANALYSIS

Following is an analysis of Key Performance Indicators (KPI's) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
Grounds Maintenance # of acres	896	896	913
Athletic Fields Preparation	43 fields	43 fields	43 fields
Park facility maintenance	52 facilities & playgrounds	56 facilities & playgrounds	56 facilities & playgrounds
Irrigation Maintenance # of valves	450	1, 486	1,711
Special Events Production prepare facility, service event, clean grounds & breakdown staging	75 events	78 events	80 events

New in FY 18 - Highlands & Bear Creek – increased irrigation valves maintenance

New in FY19 - Mansfield Road - increased grounds maintenance acres and irrigation valves maintenance

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	1,358,153	1,263,230	1,363,501	1,300,192	1,355,341	(8,164)
Supplies	130,869	142,481	146,550	140,100	154,085	7,535
Maintenance	132,104	201,787	165,400	148,000	158,300	(7,100)
Services	179,847	248,855	363,240	261,707	272,530	(90,710)
Utilities	317,410	293,203	283,495	335,500	313,770	30,275
Leases/Rental	102,653	129,835	165,665	169,370	182,159	16,494
Miscellaneous	19,985	20,255	23,200	18,900	23,215	15
Capital	-	-	-	-	-	-
Total	2,241,021	2,299,646	2,511,055	2,373,769	2,459,400	(51,655)

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Parks and Recreation Director	1	1	1	1	0
Parks CIP & Facility Superintendent	1	1	1	0	(1)
Parks Maintenance Superintendent	1	1	1	1	0
Parks Supervisor	1	1	1	1	0
Parks Maintenance Crew Chief	5	5	5	5	0
Irrigation Technician	1	1	1	1	0
Executive Secretary	1	1	1	1	0
Parks Maintenance Worker	6	5	5	6	1
Administrative Assistant	0	0.5	0.5	0.625	0.125
Part-Time Workers	3	4	4	3	(1)
Total	20	20.5	20.5	19.625	(0.875)

EQUIPMENT & PROGRAMS REQUEST

Replacement Equipment	Estimated Cost	Equipment Lease Cost/YR	Funded
Landscape Truck	58,500	9,545	No
(2) Infield Machines at \$13,700 each	27,400	6,034	Yes^
Mini Sprayer	13,000	2,863	No
¾ Ton Utility Bed Truck	38,200	8,412	Yes^
½ Ton Pickup Truck 4X4	33,000	7,267	Yes^
Bradford Park Pond Fountain Replacement	7,000	843	No
Waterford Oaks Park Pond Fountain Replacement	7,000	843	No
(3) Zero Turn Radius 60" Mowers at \$11,500 each	34,500	7,597	No
Irrigation Upgrades (Final Phase)	46,000	5,541	Yes^

Programs	Recurring Cost	One-Time Cost	City Manager Proposed	Funded
Emergency Trail Markers & Trail Amenities		120,000	-	No
Special Event Trailer		57,500	-	No
Convert PT Administrative Secretary to FT*	38,350	-	-	No

*Includes Equipment, Uniform, Benefits on personnel requests

^Included in FY19 Continuation Budget - Funded by the Equipment Replacement Fund



DEPARTMENT DESCRIPTION

The Recreation Department provides benefit and enjoyment of parks, programs and activities utilizing City resources in an effective, efficient and responsive manner.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Athletic and outdoor Programs** – Provide and coordinate athletic and outdoor programs to enhance the quality of life.
- **Active Adult (50 Plus) Facility and Activities** – Plan, organize, coordinate and execute a variety of programs and activities for the active adult (50 plus) community.
- **Marketing** - Design and share a variety of creative marketing materials to the community and surrounding areas.
- **Special Events** – Provide a diverse mixture of community-oriented special events in conjunction with community partners.
- **Aquatic Facility and Activities** – Operate the city pool and provide a variety of aquatic programs and classes.
- **City Sustainability Opportunities** – Provide and coordinate activities and programs promoting a sustainable community.

SERVICE LEVEL ANALYSIS

Following is an analysis of Key Performance Indicators (KPIs) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
# of teams hosted at programs or tournaments	2,379 teams	2,020 teams	2,230 teams
# of Participants in youth athletic leagues and programs	3,430	3,435	3,485
% change in participants year over year for Active Adult (50 plus) programs and trips	8.38%	10.50%	9.2%

# of Members Participating in Senior Senate meetings	540 members	550 members	560 members
% Change in Community Partnerships	25%	20%	33%
# of Citizens receiving shuttle services	3,465 riders	3,520 riders	3,600 riders
Average Annual Marketing Reach on Social Media	5,500 av/yr	7,200 av/yr	9,000 av/yr
sponsorship \$ raised from partnerships	\$10,000	\$30,000	\$60,000
# of Staff hours devoted to community-oriented special events as City host or Partner	610 hours	660 hours	790 hours
# of Attendees at Open Swim	7,560	7,650	7,800
# of Participants in aquatic programs	2,325	2,670	3,015
# of special sustainable certifications maintained annually	2	3	4

EXPENDITURE SUMMARY

Expenditures by Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	406,413	390,954	438,600	408,526	422,556	(16,044)
Supplies	61,643	65,342	56,880	52,700	55,680	(1,200)
Maintenance	7,127	8,633	7,500	7,300	15,500	8,000
Services	92,792	138,188	151,520	109,220	149,020	(2,500)
Utilities	3,487	2,921	4,500	3,550	4,400	(100)
Lease/Rentals	21,791	15,974	36,945	14,461	22,526	(14,419)
Miscellaneous	14,968	29,114	27,980	24,450	27,530	(450)
Capital Outlay	5,011	-	-	-	-	-
Total	613,232	651,126	723,925	620,207	697,212	(26,713)

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Part-Time and Seasonal Lifeguards	3.2	3.44	3.62	3.44	(0.18)
Recreation Superintendent	1	1	1	1	0
Recreation Operations Supervisor	1	1	1	1	0
Recreation Coordinator	1	1	1	1	0
Senior Center Coordinator	0	1	1	1	0
Senior Center Supervisor	1	0	0	0	0
Senior Center Assistant	0.63	0.63	1.13	1.13	0
Bus Driver	0.63	0.63	0.63	0.63	0
Total	8.45	8.69	9.37	9.19	(0.18)

EQUIPMENT & PROGRAM REQUEST

Replacement Equipment	Lease Cost	Actual Cost	Funded
N/A			

Programs	Recurring Cost	One-Time Cost	City Manager Proposed	Funded
Part Time Custodian*	18,689	-	-	No
Conversion PT to FT Senior Center Assistant*	27,999	-	-	No
PT Therapeutic*	14,291	-	-	No
PT Bus Driver*	18,689	-	-	No

* Includes Equipment, Uniform, Benefits on personnel requests



DEPARTMENT DESCRIPTION

The Zula B. Wylie Public Library provides a community place that acts as the Door to Discovery connecting our culturally rich and diverse community to resources and services which promote lifelong learning, personal growth and development, and awareness of the arts.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Create Young Readers** – offer programs, materials and services that prepare children for school and maintain reading skills
- **Enhance Student and Community Success** – provide resources and services that assist students of all levels to succeed
- **Promote Lifelong Learning** – offer programs and access to materials and resources to help adults be informed and educated about local, national and world affairs
- **Celebrate Cedar Hill History and Cultural Diversity** – offer programs and materials that promote appreciation and understanding of Cedar Hill's history and cultural diversity
- **Provide a Community Place** – offer programs, access to materials and services to engage citizens of all ages in group activities and individual pursuits
- **Advance and Support Awareness of the Arts** – offer programs and access to materials that spark imagination, creativity, and innovation

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
Library Visitors	124,373	124,500	125,000
Library Reference Transactions	21,506	23,000	24,000
Library Items Checked Out	242,050	226,000	230,000
Library Materials Accessed Electronically	2,364	5,000	7,000
Public Computer Sessions & Wi-Fi Access	39,600	34,000	40,000
Library Programs/Classes Attendance	20,949	23,000	24,000
Library Programs/Classes Conducted	613	650	675

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	661,477	730,969	796,125	780,933	843,339	47,214
Supplies	153,917	130,891	140,560	129,300	138,600	(1,960)
Maintenance	40,744	8,220	34,000	20,885	28,500	(5,500)
Services	68,455	141,884	73,950	81,125	71,240	(2,710)
Utilities	30,191	31,258	27,980	26,900	18,960	(9,020)
Lease/Rental	-	-	-	-	-	-
Miscellaneous	19,640	12,906	12,180	12,125	12,165	(15)
Capital Outlay	-	-	-	-	-	-
Total	974,424	1,056,128	1,084,795	1,051,268	1,112,804	28,009

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Library Director	1	1	1	1	0
Manager of Library Services	0	0	0	1	1
Library Adult Services Manager	1	1	1	0	-1
Children's Services Coordinator	1	1	1	1	0
Librarian	1	1	1	1	0
Electronic Resources Coordinator	1	1	1	1	0
Library Operations Coordinator	1	1	1	1	0
Special Events Coordinator	0	1	1	1	0
Customer Technology Specialist	0	0	0	0.5	0.5
Administrative Secretary	1	1	1	1	0
Visual and Social Media Coordinator	0.63	0	0	0	0
Part-Time Technical Services Assistant	0	0.7	1.2	0.7	-0.5
Part-Time Librarian	0	0.63	0.63	0.63	0
Part-Time Library Assistant	0.7	0.12	0.58	1.58	1
Part-Time Library Service Representative	3.5	3	3	2.63	-0.37
Total	11.83	12.45	13.41	14.04	0.63

EQUIPMENT & PROGRAM REQUEST

Replacement Equipment	Lease Cost	Actual Cost	Funded
N/A			

Programs	Recurring Cost	One-Time Cost	City Manager Proposed	Funded
Library Outreach Assistant*	56,653		No	No

*Includes Equipment, Uniform, Benefits on personnel requests



DEPARTMENT DESCRIPTION

Neighborhood Services improves and maintains neighborhood vitality through enhanced communication, facilitation and education.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Communication** – Serve as a liaison between the City and neighborhood organizations, Public Improvement Districts (PID) and Crime Watch groups; Relay issues and concerns to the appropriate City department(s) in a timely manner; Communicate City services and opportunities to neighborhood organizations
- **Facilitation** – Foster the development and support the activities of neighborhood organizations by providing assistance and guidance in creation of PIDs and new organizations
- **Education** – Communicate with neighborhood organizations regarding City services and opportunities; Develop and implement resident education programs that achieve positive neighborhood outcomes and build long-term stability in the community

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
Attend organized neighborhood meetings/events	32	24	24
Distribute relevant community information to neighborhood organizations through email	N/A	500	700
Provide informational programs to neighborhoods (i.e. Meet n Greet, Neighborhood Summit, Citywide Block Party, Town Halls, etc.)	4	6	8
Maintain registered neighborhood dashboard	38	42	46

Recognize citizens through Distinctive Character Program	9	13	15
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EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	60,351	56,197	67,850	82,415	82,680	14,830
Supplies	6,468	4,396	7,000	5,650	7,000	-
Maintenance	2,035	2,706	2,300	1,900	2,300	-
Services	13,024	14,692	44,800	17,315	44,200	(600)
Utilities	125	236	-	390	350	350
Miscellaneous	9,245	3,692	8,800	6,825	8,425	(375)
Total	91,248	81,919	130,750	114,495	144,955	14,205

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Neighborhood Services Coordinator	1	1	1	1	0
Total	1	1	1	1	0



Note: This department's previous name was Main Street in FY2018 and prior

DEPARTMENT DESCRIPTION

The Historic Downtown department works to preserve and enhance the unique character and community of Historic Downtown through design, economic development, promotion and facilitation.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Design** - Enhance the aesthetic appeal of Historic Downtown Cedar Hill
- **Promotion** - Increase public awareness of downtown business districts
- **Economic Development** - Encourage growth, retention, and recruitment of business
- **Facilitation** - Support the interests and development activities of downtown businesses, residents and supporters; Serve as liaison to Historic Downtown Advisory Board and the Cedar Hill Museum of History

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Projection	FY2018-19 Goal
Facilitate Historic Downtown Advisory Board meetings	9	9	10
Facilitate meetings concerning new development	2	3	2
Increase downtown event attendance	10%	10%	10%

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	-	80,695	173,690	174,730	162,349	(11,341)
Supplies	527	3,909	10,175	4,600	9,535	(640)
Services	4,420	5,362	24,530	4,750	23,880	(650)
Utilities	-	-	-	-	-	-
Miscellaneous	2,903	4,955	17,250	3,550	16,730	(520)
Total	7,850	94,921	225,645	187,630	212,494	(13,151)

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Director of Customer and Visitor Experience	0	1	1	1	0
Tourism Assistant	0	0.5	0.5	0	(.50)
Total	0	1.5	1.5	1	(.50)

EQUIPMENT AND PROGRAM REQUEST

Replacement Equipment	Lease Cost	Actual Cost	Funded
N/A			

Programs	Recurring Cost	One-Time Cost	City Manager Proposed	Funded
Cedar Hill Presents	10,000	-	-	No

DEPARTMENT DESCRIPTION

The Planning Department facilitates the physical growth and development of the City in a sustainable manner that reflects its unique and vibrant character.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Development Review and Zoning Requests** – Facilitate inter-departmental review of development proposals and zoning requests to ensure consistency with city ordinances and long-range planning goals via an efficient process that provides quality customer service for all its users.
- **Code Amendments** – Prepare code amendments that have been recommended by the Comprehensive Plan and Small Area Plans or that have become necessary based upon current events or outdated practices.
- **Long Range Planning and Special Projects** – Develop and implement Small Area Plans and the Comprehensive Plan with its components to help the community realize its evolving vision.

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
Provide departmental review comments to applicants within 10 business days.	Achieved Goal 87% of the time	Achieved Goal 96% of the time	Achieve Goal 100% of the time
Provide a bi-monthly check-in with the applicant and city departments with outstanding comments.	N/A (not tracked)	N/A (not tracked)	Achieve Goal 100% of the time
Ensure incoming applications are complete before accepting and processing.	N/A (not tracked)	N/A (not tracked)	Achieve Goal 90% of the time
Update the Planning web page weekly to provide information to the public regarding pending development applications.	N/A (not tracked)	N/A (not tracked)	Achieve Goal 100% of the time

★ Special Projects completed within time frame required by City Council.	N/A (not tracked)	N/A (not tracked)	Achieve required earmarks for special projects 100% of the time
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★ Special Projects include: Old Town Districts Code Amendments, Comprehensive Plan, Hillside, Village PD Amendment, Census, Commercial Design Standards, Short-Term Rentals and Lodging Uses, DRC Process, Public Hearing Protests, Alcohol Uses, and Land Use Charts and Definitions

EXPENDITURE SUMMARY

Expenditures by Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	323,289	441,466	383,725	310,430	399,239	15,514
Supplies	746	1,988	2,850	2,800	2,850	-
Maintenance	2,027	2,347	2,500	2,000	2,500	-
Services	44,144	45,331	42,150	32,500	195,875	153,725
Utilities	853	466	600	270	455	(145)
Leases/Rentals	-	-	-	-	-	-
Miscellaneous	11,057	11,090	9,950	6,700	10,240	290
Total	382,115	502,687	441,775	354,700	461,159	169,384

PERSONNEL SUMMARY (full equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Director of Planning	1	1	1	1	0
Assistant Director of Planning	0	1	0	0	0
Senior Planner	1	1	1	1	0
Planner	0	1	1	1	0
Executive Secretary	1	1	1	1	0
Intern/Assistant	0.25	0.25	0.25	0.25	0
Total	3.25	5.25	4.25	4.25	0

EQUIPMENT AND PROGRAM REQUESTS

Replacement Vehicles	Lease Cost	Actual Cost	Funded
N/A			

Programs	Recurring Cost	One-Time Cost	City Manager Proposed	Funded
Comprehensive Plan	-	300,000	\$150,000 in Y1	Yes

- Included in City Manager's Proposed Budget



Program One (1): Comprehensive Plan (5th Year Request)

Program Cost: \$300,000 over 2 years

Tax Rate Impact: \$0.0044

Included in City Manager Budget: Yes; Year 1

Program Description:

This is a two-year program for an updated Comprehensive Plan. The funding is proposed to be divided over two budget years (\$150,000 each year). The Comprehensive Plan details the city's goals and objectives for land use distribution, the provision for public utilities, traffic management, future locations for public safety buildings, and cultural, recreational and educational facilities. It lays the foundation for all city plans such as the Capital Improvements Plan, Thoroughfare Plan, and Parks Master Plan. The Comprehensive Plan is utilized to guide decisions on development, public infrastructure, and other decisions that have a major impact upon a city's future. The Comprehensive Plan was last updated in 2008. Prior to that time, updates occurred in 1987 and 1999. Generally, Comprehensive Plans are updated every 5 to 10 years so that decisions are not being made based upon outdated objectives.

Needs for an Update:

National and Regional Trends

These national and regional trends have a direct or indirect impact upon land values, distribution of land uses, public infrastructure and traffic management. The city needs to determine how we will address these critical components in the Comprehensive Plan.

- 1) Under-utilized streets, alleys, parking lots, plazas and passive parks are being converted into active spaces for people to congregate.
- 2) Tourism and experiential activities have increased.
- 3) Big-box retail spaces and indoor malls are shrinking.
- 4) The need for local warehousing and distribution centers has increased due to the demand for instant delivery from online shopping.
- 5) The technology is advancing for autonomous vehicles, Millennials are driving fewer vehicles, and ride sharing continues to grow.
- 6) More people are working from home in smaller homes and on smaller lots.
- 7) The Metroplex population is anticipated to grow from an estimated 7,246,350

Program One (1): Comprehensive Plan (cont...)

today to 10,676,851 in 2040 – a 32 percent increase. The southern and western portions of the Metroplex have the greatest growth potential due to land availability.

- 8) On average, 100,000 jobs have been added per year since 2010 in the Metroplex.

State Law

Texas law requires that zoning regulations be adopted in accordance with a Comprehensive Plan. Due to the aforementioned trends nationally and regionally, city-wide zoning amendments are needed. However, visioning exercises with the community as part of the Comprehensive Plan process need to occur in order to determine how those amendments should happen.

City Center

In 2014, the city adopted an area plan for downtown and midtown [City Center], which is considered a component of the Comprehensive Plan. However, the city-wide Comprehensive Plan needs to be updated to fully incorporate the goals and objectives that impact density and open space in other parts of the city as well as the provision for infrastructure in downtown and midtown.

Capital Impact Fees

In 2017, City Council approved foregoing the 5-year mandated updates to capital impact fees due to the city's growth being relatively stagnant over the past 5 years and the pending update to the Comprehensive Plan. Land use assumptions from the Comprehensive Plan are utilized to complete the study for impact fees. In 2022, the city's impact fee study will again be due.

Loop 9 Alignment

The alignment for Loop 9 shown in the Comprehensive Plan has changed. This re-alignment impacts roadways that feed into Loop 9 and the land uses that were anticipated along the corridor.

Redevelopment of Aging Commercial Buildings and Residential Neighborhoods

Utilizing national, regional and local trends, objectives need to be developed on how to physically address the redevelopment of commercial strip centers and residential neighborhoods built in the 1980s and 1990s.

Plan Development Process:

The Comprehensive Plan Update would begin as soon as the program is funded. It is anticipated to take approximately 18 months to complete.

City Council would appoint a Steering Committee representative of the community to act as the citizen committee for developing the Comprehensive Plan Update. Neighborhood and stakeholder meetings would be held with the community. A draft

Program One (1): Comprehensive Plan (cont...)

would be presented to the Planning and Zoning Commission for recommendation and the City Council for final adoption.

If this program is not funded:

Staff will make individual amendments to the Comprehensive Plan on an as needed basis as time and staffing permit. However, piecemeal changes are not recommended as they tend to focus on individual areas as opposed to how changes impact the entire city.

This program reflects City Councils Premier Statements:

- Cedar Hill is Safe
- Cedar Hill has Vibrant Parks and Natural Beauty
- Cedar Hill has Excellent, Safe and Efficient Mobility
- Cedar Hill has a Strong and Diverse Economy

DEPARTMENT DESCRIPTION

Streets and Drainage maintains high-quality public transportation and drainage infrastructure to enhance safety and provide effective traffic circulation.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Street repairs and maintenance** - Provide quality maintenance for streets, sidewalks and alleys
- **Drainage channels** - Clean and maintain creeks and channels
- **Signs, signals and markings** - Install and maintain traffic signs, signals and markings

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
Respond to customer inquiries within 3 business days	n/a	n/a	95%
Deploy sanding operations at onset of ice storm events	n/a	n/a	100%
Maintain flow of water in creeks and channels by removing debris	n/a	n/a	90%
Restripe 50% of thoroughfares annually	n/a	n/a	100%
Routine inspection and maintenance of traffic signals annually	n/a	n/a	100%

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	846,648	913,468	930,534	949,280	951,309	20,775
Supplies	31,758	33,047	48,500	40,890	45,625	(2,875)
Maintenance	198,945	200,249	235,500	147,500	230,500	(5,000)
Services	61,420	176,095	104,980	71,414	102,830	(2,150)
Utilities	592,380	594,865	507,300	556,450	555,345	48,045
Lease/Rentals	36,346	50,230	74,755	80,000	84,432	9,677
Miscellaneous	7,356	8,831	11,260	8,765	11,060	(200)
Capital Outlay		516				
Total	1,774,853	1,977,301	1,912,829	1,854,299	1,981,101	68,272

PERSONNEL SUMMARY (FULL-TIME EQUIVALENT POSITIONS – INCLUDES VACANT POSITIONS)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Street Maintenance Supervisor	1	1	1	1	0
Signs and Signals Supervisor	1	1	1	1	0
Street Maintenance Crew Chief	3	3	3	3	0
Street Maintenance Drainage Crew Chief	1	1	1	1	0
Street Maintenance Worker	7	7	7	7	0
Signs and Signals Maintenance Worker	1	1	1	1	0
Seasonal Maintenance Worker	0.4	0.4	0.4	0.4	0
Total	14.4	14.4	14.4	14.4	0

EQUIPMENT & PROGRAMS REQUEST

Replacement Vehicles	Actual Cost	Lease Cost	Funded
One Ton Crew Truck with Body	44,000	6,396	Yes^
Skid Steer	50,000	11,010	No

[^]Included in FY19 Continuation Budget – Funded by the Equipment Replacement Fund

DEPARTMENT DESCRIPTION

Fleet Maintenance Division provides safe and dependable vehicles and equipment to all internal clients in the most time and cost-efficient manner.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Fleet services and repairs:** Perform maintenance services and repairs to approximately 500 pieces of light, medium and heavy duty vehicles and construction equipment
- **Manage computerized vehicle and equipment inventory records:** Manage and maintain accurate vehicle and equipment records for all current and newly acquired fleet vehicles and equipment
- **Manage computerized service and repair records:** Manage and maintain accurate service and repair records for all City owned vehicles and equipment
- **Manage computerized parts inventory records:** Manage and maintain accurate parts inventory for all City owned vehicles and equipment
- **Manage computerized fuel records and inventory:** Manage and maintain data base to ensure accurate fuel records; monitor and maintain adequate diesel and unleaded fuel levels for all City vehicles and equipment

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
Perform routine maintenance within 1 business day	n/a	n/a	95%
Perform non-routine maintenance repairs within 2 business days	n/a	n/a	90%
# of vehicles & equipment maintained annually	465	474	480
# of gallons procured, inventoried, stored and allocated to the City's Fleet annually	149,136	157,052	162,765

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	189,783	194,600	200,015	210,119	219,903	19,888
Supplies	12,571	12,470	10,780	9,105	12,270	1,490
Maintenance	16,127	13,899	16,900	11,700	11,700	(5,200)
Services	5,824	6,722	6,310	6,968	6,600	290
Utilities	6,631	6,775	6,825	6,750	6,825	-
Lease/Rentals	23,774	20,361	21,500	21,500	23,689	2,189
Miscellaneous	2,177	1,979	4,400	2,401	4,400	-
Capital Outlay	-	-	-	-	-	-
Total	256,887	256,806	266,730	268,543	285,387	18,657

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2017-18 Proposed Budget	Budget Variance (#)
Fleet Maintenance Superintendent	1	1	1	1	0
Senior Mechanic	1	1	1	1	0
Mechanic	1	1	1	1	0
Total	3	3	3	3	0

EQUIPMENT AND PROGRAM REQUEST

Replacement Equipment	Actual Cost	Lease Cost	Funded
2500 Reg Cab Utility	42,300	6,149	Yes^

Programs	Recurring Cost	One-Time Cost	City Manager Proposed	Funded
N/A				

[^]Included in FY19 Continuation Budget - Funded by the Equipment Replacement Fund

BUDGET FY2018-19

Debt Service Fund

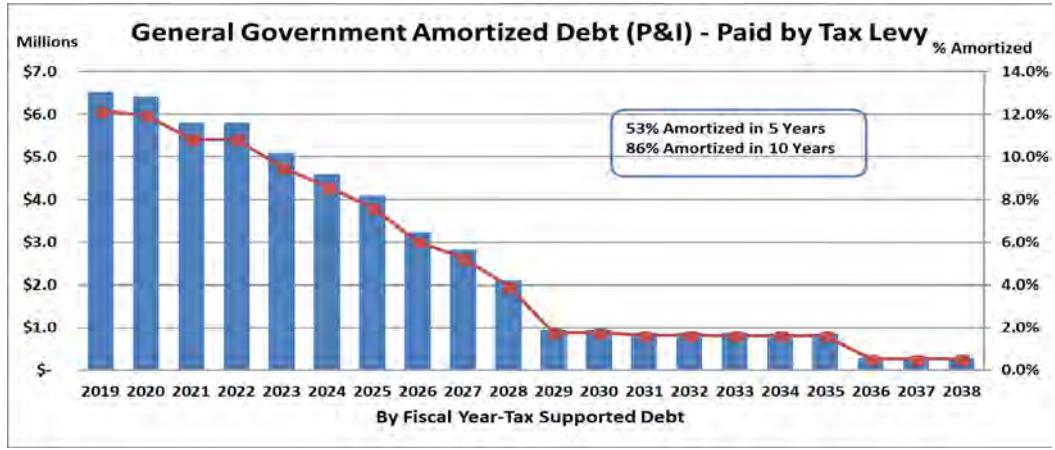
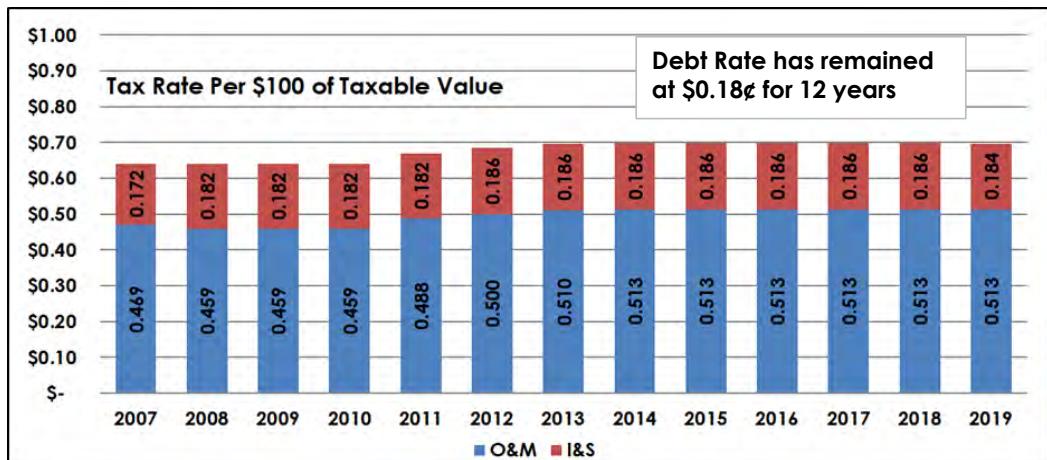


- 0030 Debt Service Fund

DEBT SERVICE FUND (0030)

The purpose of this fund is to record property taxes levied and collected for the purpose of paying annual principal and interest payments on debt obligations with a legally binding pledge to repay with a commitment of an annual tax levy against property values certified by the Dallas and Ellis County Appraisal Districts. In addition to the property tax levy there are transfers in from other funds and entities for the payment of self-supporting debt obligations.

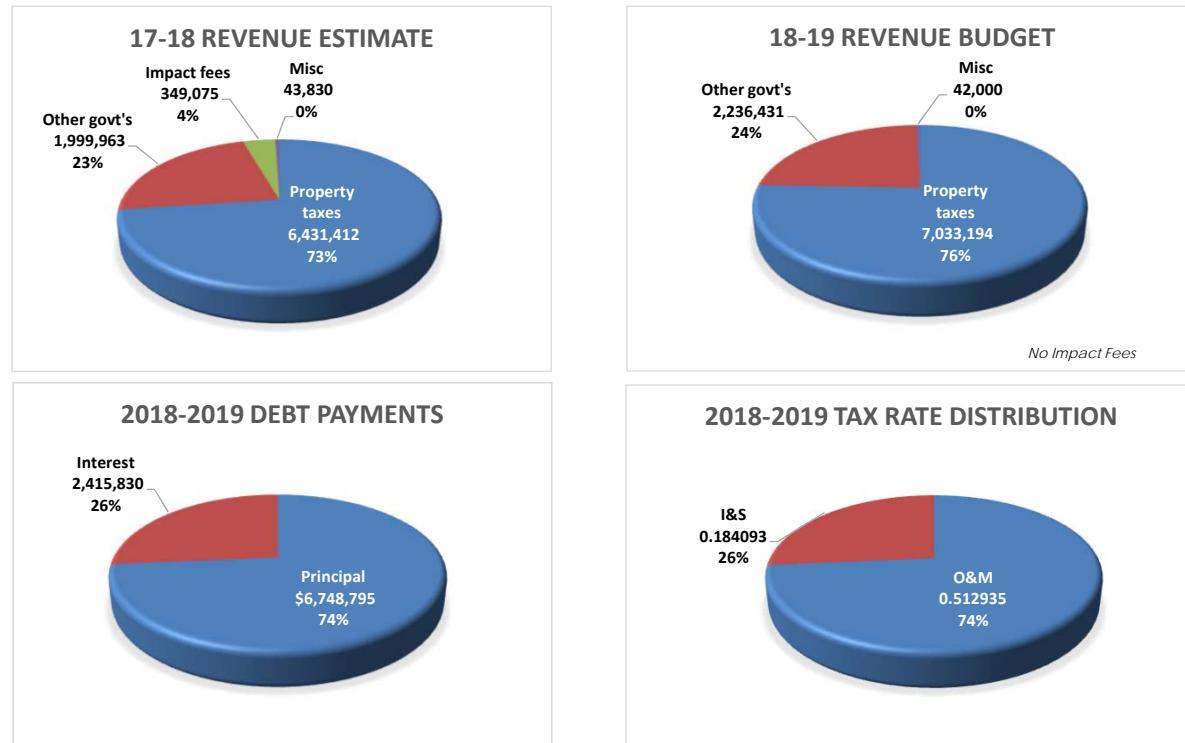
PROPOSED BUDGET FY 2018-2019



DEBT SERVICE FUND
(Revenues, Expenditures and Change in Fund Balance)



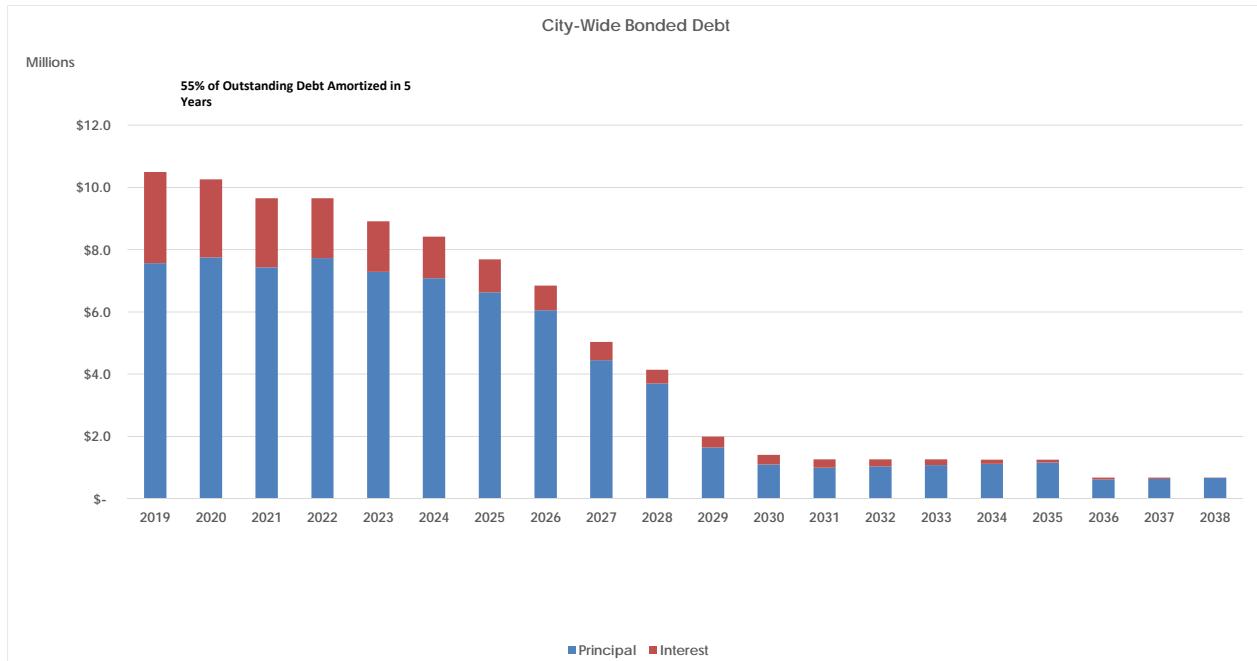
	ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
BEGINNING FUND BALANCE	\$ 1,247,844	\$ 1,447,330	\$ 1,396,399	\$ 1,396,399	\$ 1,467,693
REVENUES					
Property taxes	\$ 5,542,406	\$ 5,986,504	\$ 6,445,850	\$ 6,431,412	\$ 7,033,194
Interest income	11,854	19,144	20,000	43,830	42,000
Charges to other gov'ts	2,018,375	1,913,105	1,908,020	1,908,013	2,142,606
Miscellaneous		10,008	-	-	-
Debt Proceeds-refundings	17,297,382	-	-	-	-
Transfers In	1,417,567	872,090	441,025	441,025	93,825
TOTAL REVENUES	\$ 26,287,584	\$ 8,800,851	\$ 8,814,895	\$ 8,824,280	\$ 9,311,625
TOTAL FUNDS AVAILABLE	\$ 27,535,428	\$ 10,248,181	\$ 10,211,294	\$ 10,220,679	\$ 10,779,317
EXPENDITURES					
Principal Payments	\$ 6,102,000	\$ 6,345,448	\$ 6,443,520	\$ 6,443,517	\$ 6,748,795
Interest Payments	2,671,121	2,475,151	2,305,620	2,305,620	2,410,830
Paying Agent Fees	20,460	5,038	10,000	3,850	5,000
Escrow Agent Fees	17,112,097	-	-	-	-
Other Expense	182,420	26,145	18,500	-	-
TOTAL EXPENDITURES	\$ 26,088,098	\$ 8,851,782	\$ 8,777,640	\$ 8,752,987	\$ 9,164,625
NET CHANGE	\$ 199,486	\$ (50,931)	\$ 37,255	\$ 71,294	\$ 147,000
ENDING FUND BALANCE	\$ 1,447,330	\$ 1,396,399	\$ 1,433,654	\$ 1,467,693	\$ 1,614,693
15% Fund Balance Policy Goal			16%	16%	17%
					18%



CITY -WIDE DEBT OUTSTANDING BONDS SOLD, MATURITIES AND INTEREST RATES			Fiscal Period Interest Rates End 09/30/18	
GENERAL OBLIGATION BONDS:				
Governmental activities: (General Purpose)				
\$5,145,000; 2009 General Obligation Refunding Bonds, due February 15, 2019 <i>(Split 54% to 46% between governmental and business-type activities)</i>		2.81%		131,795
\$14,630,000; 2011 General Obligation Refunding Bonds, due February 15, 2028		3.00%-5.00%		8,475,000
\$9,040,000; 2012 General Obligation Refunding Bonds, due Feb.15,2029		.2%-3%		5,180,000
\$6,040,000; 2013 General Obligation Refunding Bonds, due Feb.15,2028 <i>(Split 79% to 21% between governmental and business-type activities)</i>		2.00%-4.00%		4,625,000
\$3,140,000; 2014 General Obligation Refunding Bonds, due Feb.15,2019 <i>(Split 85% to 15% between governmental and business-type activities)</i>		.360%-1.770%		655,000
\$24,055,000; 2015 General Obligation Refunding and Improvement Bonds, due Feb. 15, 2035 <i>(Split 93% to 7% between governmental and business-type activities)</i>		.5% - 3.51%		17,485,000
\$19,990,000; 2016 General Obligation Refunding and Improvement Bonds, due Feb. 15, 2028 <i>(Split 82.4% to 17.6% between governmental and business-type activities)</i>		3.00%-5%		15,425,000
\$4,135,000; 2018 General Obligation Bonds, due February 15, 2038		3.00% -3.50%		4,135,000
Total governmental activities - general obligation bonds				\$ 56,111,795
Business-type activities: (Proprietary - Utility)				
\$5,145,000; 2009 General Obligation Refunding Bonds, due February 15, 2019 <i>(Split 54% to 46% between governmental and business-type activities)</i>		2.81%		113,205
\$6,040,000; 2013 General Obligation Refunding Bonds, due Feb.15,2024 <i>(Split 79% to 21% between governmental and business-type activities)</i>		2.00%-4.00%		1,105,000
\$24,055,000; 2015 General Obligation Refunding and Improvement Bonds, due Feb. 15, 2035 <i>(Split 93% to 7% between governmental and business-type activities)</i>		.5% - 3.51%		1,380,000
\$19,990,000; 2016 General Obligation Refunding and Improvement Bonds, due Feb. 15, 2028 <i>(Split 82.4% to 17.6% between governmental and business-type activities)</i>		3.00%-5%		3,010,000
Total business-type activities - general obligation bonds				\$ 5,608,205
TOTAL GENERAL OBLIGATION BONDS OUTSTANDING				\$ 61,720,000
CERTIFICATES OF OBLIGATION:				
Governmental activities: (General Purpose)				
\$2,065,000; 2013 Certificates of Obligation, due February 15, 2022		2.00%-3.00%		1,455,000
\$1,730,000; 2015 Certificates of Obligation, due February 15, 2029 <i>(Split 54% to 46% between governmental and business-type activities)</i>		2.00%-4.00%		780,000
\$5,620,000; 2018 Certificates of Obligation, due February 15, 2038 <i>(Split 58.72% to 41.28% between governmental and business-type activities)</i>		3.00%-4.00%		3,300,000
Total governmental activities				\$ 5,535,000
Business-type activities: (Proprietary - Utility)				
\$6,235,000; 2014 Certificates of Obligation, due February 15, 2029		2.75%-3.75%		\$ 5,435,000
\$1,730,000; 2015 Certificates of Obligation, due February 15, 2029 <i>(Split 54% to 46% between governmental and business-type activities)</i>		2.00%-4.00%		675,000
\$5,620,000; 2018 Certificates of Obligation, due February 15, 2038 <i>(Split 58.72% to 41.28% between governmental and business-type activities)</i>		3.00%-4.00%		2,320,000
Total business-type activities				\$ 8,430,000
TOTAL CERTIFICATES OF OBLIGATION BONDS OUTSTANDING				\$ 13,965,000
TOTAL BONDED INDEBTEDNESS:				\$ 75,685,000

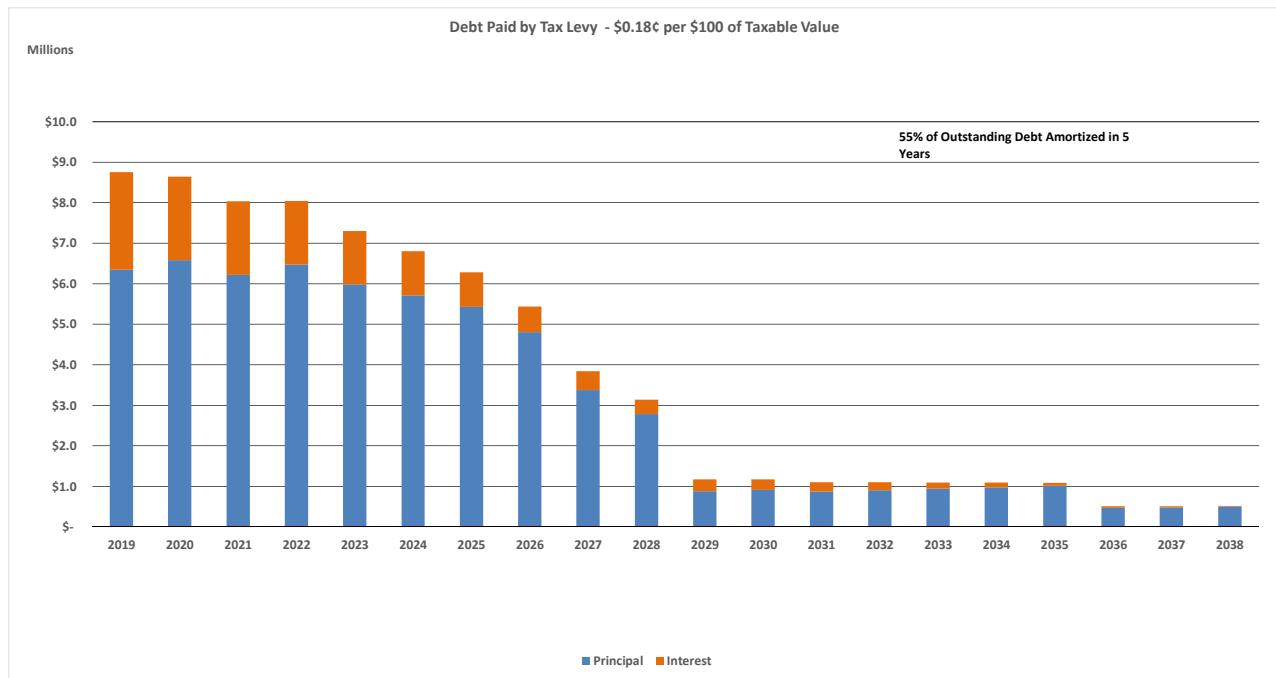
City of Cedar Hill - CITYWIDE
Future Debt Commitment at 09-30-2018
Annual Requirements to amortize the long-term debt are as follows:

Year Ending 30-Sep	General Obligation Bonds			Certificates of Obligation Bonds			Total - City Wide Bonds Outstanding		
	Principal	Interest	Total P&I	Principal	Interest	Total P&I	Principal	Interest	Total P&I
2019	6,785,000	2,399,792	9,184,792	775,000	525,286	1,300,286	7,560,000	2,925,078	10,485,078
2020	6,875,000	2,077,981	8,952,981	870,000	429,500	1,299,500	7,745,000	2,507,481	10,252,481
2021	6,530,000	1,813,469	8,343,469	900,000	400,813	1,300,813	7,430,000	2,214,281	9,644,281
2022	6,800,000	1,550,638	8,350,638	930,000	368,925	1,298,925	7,730,000	1,919,563	9,649,563
2023	6,320,000	1,288,019	7,608,019	965,000	334,775	1,299,775	7,285,000	1,622,794	8,907,794
2024	6,075,000	1,038,119	7,113,119	1,000,000	299,956	1,299,956	7,075,000	1,338,075	8,413,075
2025	5,595,000	788,294	6,383,294	1,035,000	265,400	1,300,400	6,630,000	1,053,694	7,683,694
2026	4,980,000	555,850	5,535,850	1,070,000	231,175	1,301,175	6,050,000	787,025	6,837,025
2027	3,345,000	388,131	3,733,131	1,105,000	196,038	1,301,038	4,450,000	584,169	5,034,169
2028	2,555,000	284,178	2,839,178	1,145,000	158,916	1,303,916	3,700,000	443,094	4,143,094
2029	640,000	227,250	867,250	1,000,000	123,066	1,123,066	1,640,000	350,316	1,990,316
2030	660,000	203,350	863,350	440,000	98,938	538,938	1,100,000	302,288	1,402,288
2031	690,000	178,225	868,225	305,000	87,013	392,013	995,000	265,238	1,260,238
2032	720,000	149,263	869,263	315,000	77,319	392,319	1,035,000	226,581	1,261,581
2033	750,000	116,625	866,625	325,000	66,919	391,919	1,075,000	183,544	1,258,544
2034	780,000	82,575	862,575	335,000	56,194	391,194	1,115,000	138,769	1,253,769
2035	815,000	46,675	861,675	340,000	44,800	384,800	1,155,000	91,475	1,246,475
2036	260,000	23,625	283,625	355,000	32,638	387,638	615,000	56,263	671,263
2037	265,000	14,438	279,438	370,000	19,950	389,950	635,000	34,388	669,388
2038	280,000	4,900	284,900	385,000	6,738	391,738	665,000	11,638	676,638
Total P&I	\$ 61,720,000	\$ 13,231,395	\$ 74,951,395	\$ 13,965,000	\$ 3,824,354	\$ 17,789,354	\$ 75,685,000	\$ 17,055,750	\$ 92,740,750



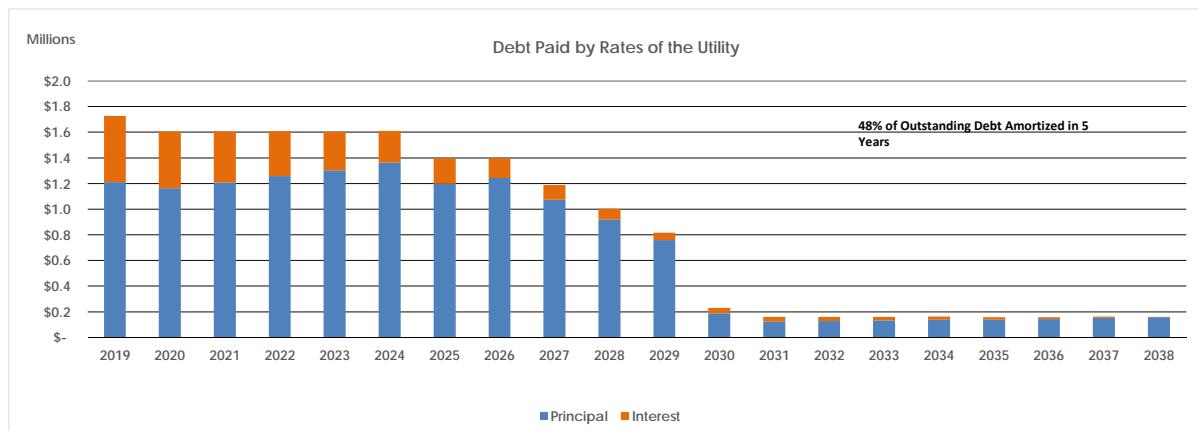
GENERAL GOVERNMENTAL DEBT - SUPPORTED BY CURRENT TAX LEVY

	General Obligation Bonds			Certificates of Obligation Bonds			Total - Gen Govt Bonds Outstanding		
	Principal	Interest	Total P&I	Principal	Interest	Total P&I	Principal	Interest	Total P&I
2019	6,091,795	2,183,877	8,275,672	255,000	226,953	481,953	6,346,795	2,410,830	8,757,625
2020	6,270,000	1,889,406	8,159,406	310,000	176,875	486,875	6,580,000	2,066,281	8,646,281
2021	5,905,000	1,650,669	7,555,669	315,000	166,950	481,950	6,220,000	1,817,619	8,037,619
2022	6,140,000	1,414,838	7,554,838	330,000	156,050	486,050	6,470,000	1,570,888	8,040,888
2023	5,645,000	1,180,244	6,825,244	335,000	144,150	479,150	5,980,000	1,324,394	7,304,394
2024	5,360,000	958,994	6,318,994	350,000	131,875	481,875	5,710,000	1,090,869	6,800,869
2025	5,065,000	735,969	5,800,969	365,000	118,675	483,675	5,430,000	854,644	6,284,644
2026	4,425,000	527,225	4,952,225	380,000	105,313	485,313	4,805,000	632,538	5,437,538
2027	2,980,000	377,106	3,357,106	395,000	91,775	486,775	3,375,000	468,881	3,843,881
2028	2,370,000	281,403	2,651,403	410,000	77,300	487,300	2,780,000	358,703	3,138,703
2029	640,000	227,250	867,250	240,000	65,950	305,950	880,000	293,200	1,173,200
2030	660,000	203,350	863,350	250,000	57,825	307,825	910,000	261,175	1,171,175
2031	690,000	178,225	868,225	180,000	50,975	230,975	870,000	229,200	1,099,200
2032	720,000	149,263	869,263	185,000	45,269	230,269	905,000	194,531	1,099,531
2033	750,000	116,625	866,625	190,000	39,175	229,175	940,000	155,800	1,095,800
2034	780,000	82,575	862,575	195,000	32,919	227,919	975,000	115,494	1,090,494
2035	815,000	46,675	861,675	200,000	26,250	226,250	1,015,000	72,925	1,087,925
2036	260,000	23,625	283,625	210,000	19,075	229,075	470,000	42,700	512,700
2037	265,000	14,438	279,438	215,000	11,638	226,638	480,000	26,075	506,075
2038	280,000	4,900	284,900	225,000	3,938	228,938	505,000	8,838	513,838
Total P&I	56,111,795	12,246,655	68,358,450	5,535,000	1,748,928	7,283,928	61,646,795	13,995,583	75,642,378



BUSINESS-TYPE DEBT

	General Obligation Bonds			Certificates of Obligation Bonds			Total-Bonds Outstanding		
	Principal	Interest	Total P&I	Principal	Interest	Total P&I	Principal	Interest	Total P&I
2019	693,205	215,916	909,121	520,000	298,333	818,333	1,213,205	514,248	1,727,453
2020	605,000	188,575	793,575	560,000	252,625	812,625	1,165,000	441,200	1,606,200
2021	625,000	162,800	787,800	585,000	233,863	818,863	1,210,000	396,663	1,606,663
2022	660,000	135,800	795,800	600,000	212,875	812,875	1,260,000	348,675	1,608,675
2023	675,000	107,775	782,775	630,000	190,625	820,625	1,305,000	298,400	1,603,400
2024	715,000	79,125	794,125	650,000	168,081	818,081	1,365,000	247,206	1,612,206
2025	530,000	52,325	582,325	670,000	146,725	816,725	1,200,000	199,050	1,399,050
2026	555,000	28,625	583,625	690,000	125,863	815,863	1,245,000	154,488	1,399,488
2027	365,000	11,025	376,025	710,000	104,263	814,263	1,075,000	115,288	1,190,288
2028	185,000	2,775	187,775	735,000	81,616	816,616	920,000	84,391	1,004,391
2029	-	-	-	760,000	57,116	817,116	760,000	57,116	817,116
2030	-	-	-	190,000	41,113	231,113	190,000	41,113	231,113
2031	-	-	-	125,000	36,038	161,038	125,000	36,038	161,038
2032	-	-	-	130,000	32,050	162,050	130,000	32,050	162,050
2033	-	-	-	135,000	27,744	162,744	135,000	27,744	162,744
2034	-	-	-	140,000	23,275	163,275	140,000	23,275	163,275
2035	-	-	-	140,000	18,550	158,550	140,000	18,550	158,550
2036	-	-	-	145,000	13,563	158,563	145,000	13,563	158,563
2037	-	-	-	155,000	8,313	163,313	155,000	8,313	163,313
2038	-	-	-	160,000	2,800	162,800	160,000	2,800	162,800
Total									
P&I	5,608,205	984,741	6,592,946	8,430,000	2,075,426	10,505,426	14,038,205	3,060,167	17,098,372



GENERAL CAPITAL IMPROVEMENT PLAN AND DEBT PLAN:

The following table coincides with the City Council Capital Improvement Implementation Plan. A portion of the authorized, unissued bonds will be sold in future years according to the below CIP. In FY 2019 the City plans to issue General Obligation Bonds in the amount of \$7,125,000 which includes cost of issuance. In addition in FY 2019, the City will issue tax-back debt for the fire department addition of a fire truck and ambulance for a total of \$1,770,000. The total debt issuance planned for FY 2019 is \$9,330,000.

Prop	PROJECT	Auth. Amt.	2018	2019	2020	2021	2022	2023	TOTAL
A	Municipal Infrastructure	\$10M	2,160,000	2,050,000	2,500,000	790,000	2,500,000		\$10,000,000
B	Library	\$20M	500,000	750,000	10,000,000	8,750,000			\$20,000,000
C	Pool replacement	\$3.5M	350,000	3,150,000					\$3,500,000
C	Parks (Neighborhood and Community)	\$5M	875,000	795,000	1,075,000	955,000	520,000	780,000	\$5,000,000
C	Senior Center	\$.5M	250,000	250,000	-				\$500,000
C	Trails	\$1.5M					1,500,000		\$1,500,000
C	City Center Park	\$4.5M					4,500,000		\$4,500,000
General Obligation Bonds		\$45M	\$ 4,135,000	\$ 6,995,000	\$ 13,575,000	\$ 10,495,000	\$ 9,020,000	\$ 780,000	\$45,000,000
<hr/>									
Plus Cost of Issuance									
<hr/>									
General Obligation Debt									
<hr/>									
Other Debt-Vehicles and Equipment (Fire Vehicles & Vac Truck)									
<hr/>									
Debt									
<hr/>									
Cost of Issuance									
<hr/>									
General Purpose Debt: Tax Rate Purposes									
<hr/>									

**Debt Service Requirements Summary
(w/2018-2019 Proposed)**

<u>Issue</u>	<u>Original Issue</u>	<u>Outstanding</u>	<i>Due in 1-Year (Tax Supported)</i>		
			<u>Principal</u>	<u>Interest</u>	<u>Total</u>
General Obligation					
2009 G.O. Refunding Bonds*	5,145,000	245,000	245,000	3,442	248,442
2011 G.O. Refunding Bonds	14,630,000	8,475,000	1,120,000	298,456	1,418,456
2012 G.O. Refunding Bonds	9,040,000	5,180,000	880,000	137,800	1,017,800
2013 G.O. Refunding Bonds*	6,040,000	5,730,000	185,000	187,013	372,013
2014 G.O. Refunding+	3,140,000	655,000	655,000	5,797	660,797
2015 GO Refunding	16,790,000	12,410,000	1,880,000	573,500	2,453,500
2015 GO Improvement Bonds	7,265,000	6,455,000	85,000	298,975	383,975
2016 GO Refunding	18,660,000	17,325,000	1,505,000	669,875	2,174,875
2016 GO Improvements	1,330,000	1,110,000	120,000	45,200	165,200
2018 GO Bonds	4,135,000	4,135,000	110,000	179,734	289,734
<i>Sub-Total</i>	<u>\$ 86,175,000</u>	<u>\$ 61,720,000</u>	<u>\$ 6,785,000</u>	<u>\$ 2,399,792</u>	<u>\$ 9,184,792</u>
Certificates of Obligation					
2013 Certificates of Obligation	\$ 2,065,000	\$ 1,455,000	\$ 125,000	\$ 46,338	\$ 171,338
2014 Certificates of Obligation	\$ 6,235,000	\$ 5,435,000	\$ 420,000	\$ 166,488	\$ 586,488
2015 Certificates of Obligation	1,730,000	1,455,000	95,000	55,825	150,825
2018 Certificates of Obligation	5,620,000	5,620,000	135,000	256,636	391,636
<i>Sub-Total</i>	<u>\$ 9,415,000</u>	<u>\$ 13,965,000</u>	<u>\$ 775,000</u>	<u>\$ 525,287</u>	<u>\$ 1,300,287</u>
Total City-Wide Debt	<u>\$ 95,590,000</u>	<u>\$ 75,685,000</u>	<u>\$ 7,560,000</u>	<u>\$ 2,925,079</u>	<u>\$ 10,485,079</u>

RECONCILIATION OF AMOUNT TO BE PAID FOR BY PROPERTY TAXES:	<u>Bonds Outstanding</u>	<u>Prin Due 2018-2019</u>	<u>Int Due 2018-2019</u>	<u>Total</u>
		<u>2019</u>	<u>2018-2019</u>	
Property Tax Backed Debt:	\$ 75,685,000	\$ 7,560,000	\$ 2,925,079	\$ 10,485,079
Add: Debt to be issued in FY 2018-2019	9,190,000	237,000	225,000	462,000
Less: Water and Sewer Fund Supported	(14,038,205)	(1,213,205)	(514,248)	(1,727,453)
Less: Water and Sewer Fund Supported (includes 2019)	(420,000)	(60,000)	-	(60,000)
Less: EDC - 4A Sales Tax Supported	(7,715,000)	(810,000)	(356,953)	(1,166,953)
Less: CDC - 4B Sales Tax Supported	(9,200,000)	(595,000)	(380,653)	(975,653)
Less: Animal Shelter - Other Entities	(755,000)	(65,000)	(28,825)	(93,825)
Less: Street Impact Fees - contribution	-	-	-	-
Net Amount to be raised by tax levy:	\$ 52,746,795	\$ 5,053,795	\$ 1,869,400	\$ 6,923,195

BUDGET FY2018-19

Legal Debt Margin Information

As of September 30, 2018

As a home rule city, the City of Cedar Hill is not limited by law in the amount of debt it may issue.

Article X, Section 2 of the City of Cedar Hill charter states in part:

The City Council shall have the power and it is hereby authorized and made its duty to levy annually for general purposes and for the purpose of paying interest and providing the sinking fund on the bonded indebtedness of the City of Cedar Hill now in existence or which may hereafter be created an ad valorem tax on all real, personal or mixed property within the territorial limits of said City and upon all franchises granted by the City to any individuals or corporations of not exceeding a total of Two Dollars and Fifty cents (\$2.50) on the One Hundred Dollars (\$100.00) assessed valuation of said property. If for any cause the City Council shall fail, neglect or refuse to pass a tax ordinance for any one year, levying taxes for that year, then and in that event the tax levying ordinance last passed shall and will be considered in force and effect as the tax levying ordinance for the year which the City Council failed, neglected or refused to pass such ordinance, and the failure so to pass such ordinance for any year shall in no wise invalidate the tax collections for that year.

The tax rate at October 1, 2018 is \$0.697028 per \$100 of assessed valuation at 100% of market value. The tax rate is 27.88% of the legal limit.

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BUDGET FY2018-19

Special Revenue Funds

Special Revenue Funds

- 0004 PEG Fund
- 0060 Police Pension Reserve Fund
- **0301 Animal Shelter Fund**
- **0302 Hotel Occupancy Tax Fund**
- 0306 Police Forfeiture Fund
- 0307 CDBG Fund
- **0308 CDC Fund**
- **0309 EDC Fund**
- 0310 Joe Pool Lake Fund
- 0312 Library Donation Fund

Public Improvement Districts

- 0313 High Point PID Fund
- 0314 Waterford Oaks PID Fund
- 0325 Winding Hollow PID Fund
- 0328 Windsor Park PID Fund

0317 Landscape Beautification Fund

0318 Traffic Safety Fund

0320 Police Federal Forfeiture Fund

0322 CCPD Fund

0326 EDI Fund

0327 TIF Fund

PEG Fund (004)

This is a governmental fund type and reported in the City's financial statements as a non-major special revenue fund. The City has to formally request that cable and video companies doing business in the city to collect and remit "PEG" fees as defined below.

Public-access television is a form of non-commercial mass media where ordinary people can create content television programming which is cablecast through cable TV specialty channels. Public-access television was created in the United States between 1969 and 1971 by the Federal Communications Commission (FCC). Public-access Television is often grouped with public, educational, and government access television channels, by the acronym PEG. Peg Channels are typically only available on cable television systems.

TEX UT. CODE ANN. § 66.009 : Texas Statutes - Section 66.009: PUBLIC, EDUCATIONAL, AND GOVERNMENTAL ACCESS CHANNELS

Cable and Video Companies doing business in a municipality and holding a state-issued certificate of franchise authority shall provide the municipality with capacity in its communications network to allow public, educational, and governmental (PEG) access channels for noncommercial programming.



PROPOSED BUDGET FY 2018-2019

PEG Funds
(Revenues, Expenditures and Change in Fund Balance)
0004



ACTUAL 2015-2016	ACTUAL 2017-2018	BUDGET 2018-2019	ESTIMATED 2018-2019	PROPOSED 2018-2019
---------------------	---------------------	---------------------	------------------------	-----------------------

BEGINNING FUND BALANCE	\$ 355,521	\$ 425,425	\$ 513,352	\$ 513,352	\$ 419,216
REVENUES					
Interest Earnings	1,401	3,929	2,400	7,183	8,100
Peg Fees	78,992	87,773	85,000	69,000	75,000
Miscellaneous	-	-	-	-	-
TOTAL REVENUES	80,393	91,702	87,400	76,183	83,100
EXPENDITURES					
Special Services	10,489	3,775	-	20,319	-
Capital Items	-	-	150,000	150,000	50,000
TOTAL EXPENDITURES	\$ 10,489	\$ 3,775	\$ 150,000	\$ 170,319	\$ 50,000
NET CHANGE	69,904	87,927	(62,600)	(94,136)	33,100
ENDING FUND BALANCE	\$ 425,425	\$ 513,352	\$ 450,752	\$ 419,216	\$ 452,316

Police Pension Reserve Fund
Fiduciary Fund

(0060)

This is non-contributory defined benefit pension plan covering reserve officers for the City of Cedar Hill. The City makes contributions from time to time to maintain the plans funding status at desired levels. An actuarial study is completed every two years. The Reserve Fund is managed by Taylor Stephens, Inc. of Irving Texas.



PROPOSED BUDGET
2018-2019

Police Pension Reserve Fund
(Revenues, Expenditures and Change in Fund Balance)
Fund 0060



ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
---------------------	---------------------	---------------------	------------------------	-----------------------

BEGINNING FUND BALANCE	\$ 113,617	\$ 124,017	\$ 119,131	\$ 119,131	\$ 119,131
REVENUES					
Interest	\$ 8,182	\$ 11,500	\$ 3,000	\$ 11,416	\$ 11,500
Contributions	\$ 19,000	\$ -	\$ 19,000	\$ -	\$ -
Transfer in	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL OPERATING REVENUES	\$ 27,182	\$ 11,500	\$ 22,000	\$ 11,416	\$ 11,500
EXPENDITURES					
Pension payments	\$ 14,400	\$ 14,400	\$ 10,368	\$ 10,368	\$ 10,368
Administrative costs	\$ 2,383	\$ 1,986	\$ 2,200	\$ 1,575	\$ 1,600
TOTAL OPERATING EXPENDITURES	\$ 16,783	\$ 16,386	\$ 12,568	\$ 11,943	\$ 11,968
NET CHANGE	\$ 10,400	\$ (4,886)	\$ 9,432	\$ (527)	\$ (468)
ENDING FUND BALANCE ¹	\$ 124,017	\$ 119,131	\$ 128,563	\$ 118,603	\$ 118,663

¹ The Reserve Portfolio is invested in equities and managed by First Southwest Asset Management. There is a small portion in demand deposits for 1 day liquidity. The reserve fund is sufficiently funded without a need for the City to make contributions at this time.

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Animal Shelter Fund (0301)

This is an operating fund to account for the operation of the Tri-City Animal Shelter. The cost of operations is shared by Duncanville, Desoto and Cedar Hill.



PROPOSED BUDGET FY 2018-2019

ANIMAL SHELTER FUND
Revenue, Expenses and Changes in Fund Balance
Fund 301



	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	CONTINUATION 2018-2019	PROPOSED 2018-2019
BEGINNING FUND BALANCE	\$ 123,575	\$ 147,073	\$ 147,073	\$ 141,162	\$ 141,162
REVENUES					
Interest earnings	1,536	925	2,298	2,500	2,500
Charges for services	125,013	121,300	120,000	123,100	123,100
Donations and miscellaneous	101,781	85,000	140,680	125,000	125,000
Other governments	495,388	520,480	520,480	543,782	543,782
Transfers in from other funds	196,790	206,630	206,630	224,978	224,978
TOTAL OPERATING REVENUES	\$ 920,508	\$ 934,335	\$ 990,088	\$ 1,019,360	\$ 1,019,360
TOTAL FUNDS AVAILABLE	\$ 1,044,083	\$ 1,081,408	\$ 1,137,161	\$ 1,160,522	\$ 1,160,522
EXPENDITURES					
Personnel	516,167	595,550	576,432	614,611	614,611
Supplies	79,223	78,875	90,795	95,210	95,210
Maintenance	18,335	15,550	18,100	19,445	19,445
Services	112,614	114,060	123,673	118,435	118,435
Utilities	38,975	34,700	34,985	28,900	28,900
Leases/Rentals	20,055	20,100	19,857	19,860	19,860
Miscellaneous	9,826	9,875	9,050	11,515	11,515
TOTAL OPERATING EXPENDITURES	\$ 795,195	\$ 868,710	\$ 872,892	\$ 907,976	\$ 907,976
Captial Outlay	-	-	31,157	-	-
Transfers to Debt Service Fund	101,815	91,950	91,950	93,825	93,825
TOTAL CAPITAL AND TRANSFERS	\$ 101,815	\$ 91,950	\$ 123,107	\$ 93,825	\$ 93,825
TOTAL EXPENDITURES, CAPITAL AND TRANSFERS	\$ 897,010	\$ 960,660	\$ 995,999	\$ 1,001,801	\$ 1,001,801
NET CHANGE	\$ 23,498	\$ (26,325)	\$ (5,911)	\$ 17,559	\$ 17,559
ENDING FUND BALANCE	\$ 147,073	\$ 120,748	\$ 141,162	\$ 158,721	\$ 158,721
25% Fund Balance Goal				\$ 226,994	
Actual Fund Balance as a % of 2019 Expenditures				17.48%	

Tri City Debt Schedule After 2016 Refunding				Portion for Each City		
Fiscal Year	Principal	Interest	Total	DeSoto	Duncanville	Cedar Hill
2018	100,000	37,925	137,925	45,975	45,975	45,975
2019	105,000	35,738	140,738	46,913	46,913	46,913
2020	110,000	25,863	135,863	45,288	45,288	45,288
2021	110,000	21,475	131,475	43,825	43,825	43,825
2022	115,000	20,275	135,275	45,092	45,092	45,092
2023	120,000	16,350	136,350	45,450	45,450	45,450
2024	125,000	13,350	138,350	46,117	46,117	46,117
2025	130,000	10,250	140,250	46,750	46,750	46,750
2026	140,000	6,950	146,950	48,983	48,983	48,983
2027	145,000	3,975	148,975	49,658	49,658	49,658
2028	150,000	1,350	151,350	50,450	50,450	50,450
Total	1,350,000	193,500	1,543,500	514,500	514,500	514,500



Cedar Hill • Duncanville • DeSoto



DEPARTMENT DESCRIPTION

The mission of the Tri-City Animal Shelter & Adoption Center is to provide exemplary care for impounded and surrendered animals and facilitate owner recovery, adoption and public education.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Receive and provide exemplary care for stray, lost and unwanted animals** - Accept animals from citizens and Animal Control Officers of Cedar Hill, Desoto and Duncanville and maintain them in a safe, comfortable, and sanitary environment while providing the 5 Freedoms.
- **Reunite lost pets with their owners** - Use appropriate channels and information to locate pet owners and reunite them with their pets.
- **Adopt and Rescue available animals** – Safely place as many animals that come into our care into our adoption program or transfer to rescue groups or other animal welfare agencies when possible.
- **Promote responsible pet care and ownership** - Provide education, resources and information to the public on pet issues such as, retention options, training assistance, and veterinary resources.

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
# of Animals Served	7,531	7,130	7,000
# of In-Person Citizens Inquires & Services (<i>In Shelter Only</i>)	17,700	18,000	20,000
# of Positive Outcomes (<i>live releases via adoption, foster or reclaims</i>)	4,612	4,700	5,000
Year over Year % of participants in feral cat programs	5.38%	5.83%	10.34%
# of returned Lost Animals	1,057	1,100	1,150
Medical Services Provided to Animals \$	\$108,923	\$110,000	\$111,000

# of Wildlife Rescues	362	360	360
# of Volunteer Hours	5,539	6,000	6,500

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Budgeted	FY2018-19 Proposed Budget	Budget Variance (#)
Shelter Manager	1	1	1	1	0
Assistant Shelter Manager	1	1	1	1	0
Volunteer and Marketing Coordinator	1	1	1	1	0
Foster & Placement Partner Coordinator	0	0	1	1	0
Shelter Attendant	7.33	7.33	7.33	7.33	0
Total	10.33	10.33	11.33	11.33	0



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HOTEL OCCUPANCY TAX FUND (0302)

This fund is supported by a Hotel-Motel Occupancy Tax. The fund supports tourism and special events.



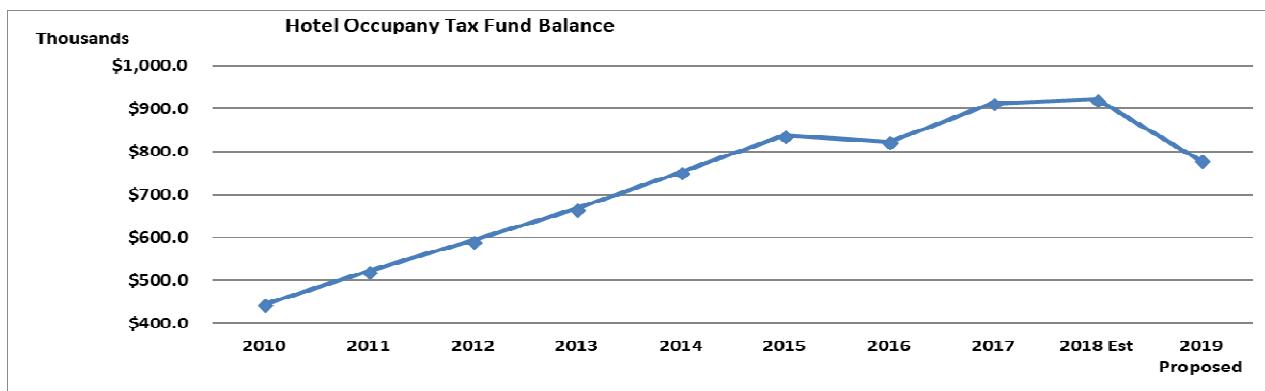
PROPOSED BUDGET FY 2018-2019

(Unaudited)

HOTEL OCCUPANCY TAX FUND
Revenue, Expenses and Changes in Fund Balance
Fund 302



	ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
BEGINNING FUND BALANCE	\$ 836,895	\$ 880,982	\$ 971,065	\$ 971,065	\$ 1,001,018
REVENUES					
Interest earnings	3,160	7,382	3,800	12,860	12,000
Charges for services	223,330	301,690	225,000	195,000	230,000
Miscellaneous income	-	-	20,000	-	-
Other financing sources	-	-	-	-	-
TOTAL OPERATING REVENUES	226,490	309,072	248,800	207,860	242,000
TOTAL FUNDS AVAILABLE	\$ 1,063,385	\$ 1,190,054	\$ 1,219,865	\$ 1,178,925	\$ 1,243,018
EXPENDITURES					
Personnel	106,055	109,975	119,235	94,540	147,480
Supplies	4,704	18,618	25,960	14,418	27,630
Services	64,993	82,430	182,505	62,705	171,565
Miscellaneous	6,652	7,966	11,440	6,244	17,665
Capital	-	-	15,000	-	15,000
TOTAL OPERATING EXPENDITURES	182,404	218,989	354,140	177,907	379,340
NET CHANGE	44,087	90,083	(105,340)	29,953	(137,340)
ENDING FUND BALANCE	\$ 880,982	\$ 971,065	\$ 865,725	\$ 1,001,018	\$ 863,678



DEPARTMENT DESCRIPTION

The Tourism Division stimulates an increase in visitors to the City of Cedar Hill for leisure travel, meetings, sports, recreation and social events and activities by promoting the quality of life and natural resources of the City.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Promotion** – Plan, develop and implement programs, projects and experiences to promote the City as a general leisure, tourist, meeting and sports market destination, both regionally and statewide.
- **Facilitation** – Establish and maintain productive working relationships with leaders from the local hospitality industry, regional and state tourism agencies.
- **Education** – Inform local businesses about the economic benefits of tourism and coordinate ways they can participate in local tourism opportunities to generate additional revenue.

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Projection	FY2018-19 Goal
Blog (TWICH) subscribers	650	750	850
Visit calendar subscribers	1,100	1,200	1,300
Digital media reach	17,430 clicks	21,357 clicks	26K clicks
Print media reach	5,800	5,550	5,550
Tournaments hosted	35	35	40
Tournament participants	16,364	15,204	16,000
Tournament visitors	55,304	50,351	53,000
Events and conferences hosted	8	8	10
Event and conference visitors	9,340	9,950	10,000
% Change Hotel Room Night Occupancy	13%	13.85%	15%

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY2018-19 Proposed Budget	Budget Variance (#)
Tourism Marketing Manager	1	1	1	1	0
Administrative Secretary	0	0	0	1	1
Tourism Assistant	0	0.5	0.5	0	(0.5)
Total	1	1.5	1.5	2	0.5

POLICE FORFEITURE FUND (0306)

This is a Special Revenue Fund to account for assets that were seized or confiscated by the State, Federal Government or local authorities and by court order been forfeited to the City through the court; once assets are forfeited to the City they are utilized for public safety and crime prevention operations.



PROPOSED BUDGET FY 2018-2019

POLICE FORFEITURE FUND
Revenue, Expenses and Changes in Fund Balance
Fund 0306



ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
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BEGINNING FUND BALANCE	\$ 65,628	\$ 67,410	\$ 54,944	\$ 54,944	\$ 54,594
REVENUES					
Interest earnings	255	504	350	650	750
Forfeited assets	7,012	32,817	20,000	7,000	15,000
TOTAL REVENUES	\$ 7,267	\$ 33,322	\$ 20,350	\$ 7,650	\$ 15,750
EXPENDITURES					
Miscellaneous	5,486	45,787	40,500	8,000	25,000
TOTAL EXPENDITURES	\$ 5,486	\$ 45,787	\$ 40,500	\$ 8,000	\$ 25,000
NET CHANGE	\$ 1,782	\$ (12,466)	\$ (20,150)	\$ (350)	\$ (9,250)
ENDING FUND BALANCE	\$ 67,410	\$ 54,944	\$ 34,794	\$ 54,594	\$ 45,344

CDBG Fund (0307)

This is a Special Revenue Fund to account Community Development Block Grant Funds (CDBG); the City of Cedar Hill's eligibility for the grant funds is through Dallas County. Dallas County administers the CDBG program and makes awards every two years to qualifying projects within eligible cities.



PROPOSED BUDGET FY 2018-2019

CDBG Fund
Revenue, Expenses and Changes in Fund Balance
Fund 0307



ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
---------------------	---------------------	------------------------	-----------------------

BEGINNING FUND BALANCE	\$ -	\$ (2,064.00)	\$ (2,064)	\$ 7,950
REVENUES				
CDBG Grant Funds	16,727	100,000	90,014	89,000
Interfund Transfer In	-	-	-	-
TOTAL OPERATING REVENUES	\$ 16,727	\$ 100,000	\$ 90,014	\$ 89,000
EXPENDITURES				
CDBG Projects	18,791	100,000	80,000	96,950
TOTAL OPERATING EXPENDITURES	\$ 18,791	\$ 100,000	\$ 80,000	\$ 96,950
NET CHANGE	\$ (2,064)	\$ -	\$ 10,014	\$ (7,950)
ENDING FUND BALANCE	\$ (2,064)	\$ (2,064)	\$ 7,950	\$ -

BUDGET FY2018-19

Community
Development
Corporation

Departments

- 400 Parks Administration
- 405 Trails Operation & Maintenance
- 415 Valley Ridge
- 435 Recreation Center

Community Development Corporation

(0308)

The Cedar Hill Community Development Corporation is tasked with bringing much needed recreational, facility development and tourism opportunities to the City of Cedar Hill. The mission of the CDC is to plan the growth and development of the Cedar Hill Park & Recreation system by administering the City's quarter-cent sales tax and apply it towards capital projects benefiting town parks and related projects. On January 15, 1994, the voters of the City approved the imposition of an additional sales and use tax of one-half of one percent (1/2 of 1%) for economic development and an additional one-half of one percent (1/2 of 1%) for community development. Collection for each additional tax went into effect on July 1, 1994.

PROPOSED BUDGET FY 2018-2019



Board of Directors

Ruth Ann Bechdol, President
Remelle Edwards, Vice President
Steven Cook
Warren J. Goss, Jr.
Joseph Graves, Jr.
Melissa Medina
Dwight Pinnix
Vakerie Banks- ex-officio
David Bushart - ex-officio
Gayle Sims - ex-officio

Highlights: Proposed Budget

- Sales Tax is conservatively estimated at 2.5% over 2018 estimated; however 1.5% or \$57,000 under 2018 Budgeted.

- Valley Ridge and Recreation Center Fees are proposed to be flat

- Personnel Costs: Preliminarily budgeted with 3% increase in wages and benefits

- Operations: Before CDC Board Add-ons the Operations budget decreased by 2%; with supplemental programs the operations budget is increasing 9% or \$245,000

- Debt: Scheduled Prin and Interest Payments on Outstanding Bonds: (21% of Budget)

- New Debt: Programmed at \$3.5M with interest payment in 2019 =

\$230,666

Current and Proposed Debt:

\$977,053

- Other Operations Budgeted Items

- Valley Ridge Park Staffing - Crew Chief and 4 Maintenance Techicians & Seasonal

- Alan E. Sims Rec Center - 14 FT and 18 PT in addition to seasonal staff

- Personnel Costs make up about 60% of the CDC Operations Budget

- Alan E. Sims Rec Center - includes \$54,000 in fitness equipment recurring replacement

Operations Budgets:

\$ 2,510,878

- CDC Board Proposed Capital Projects from last meeting:

Valley Ridge Projects

- South Zone Enhancements
- Baseball and Softball Field Updates

Valley Ridge Projects: \$122,600

Alan E. Sims Recreation Center Projects

- Locker Room Updates
- Meeting Room Flooring and Cabinets
- Back Patio Stain - PHII

AESRC Projects: \$290,850

Trail System Enhancements and Improvements

- Trail Signage and Amenity Plan Study
- Trail Operations and Maintenance (FM 1382)
- FM 1382 Trail Signage
- South Clark Road Trail Design

Trail Projects: \$710,500

Total Programs:

\$1,123,950

- **TOTAL PROPOSED BUDGET**

\$ 4,611,881

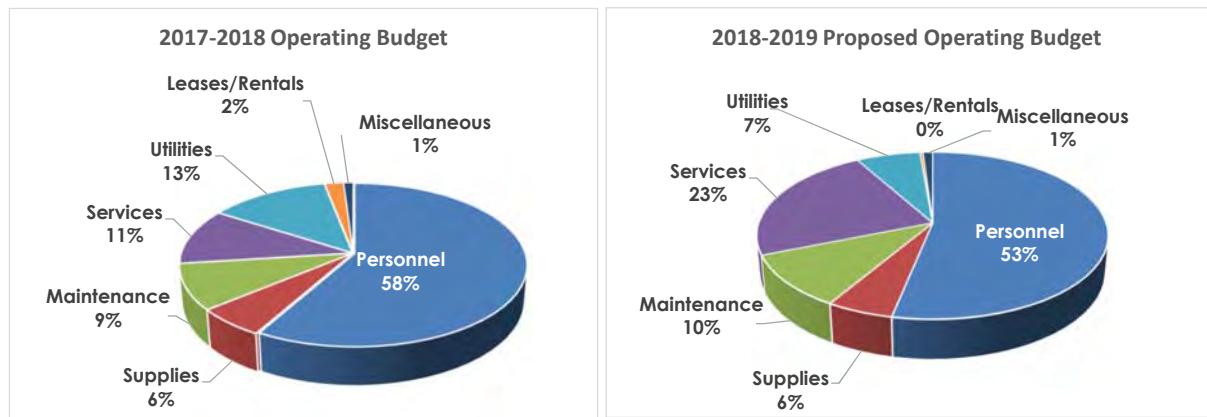
- **Fund Balance:**

- Projected at FYE 2019 is \$8,614,321
- 25% fund balance policy goal is 25% or \$1,236,521



COMMUNITY DEVELOPMENT CORPORATION
Revenue, Expenses and Changes in Fund Balance
Fund 308

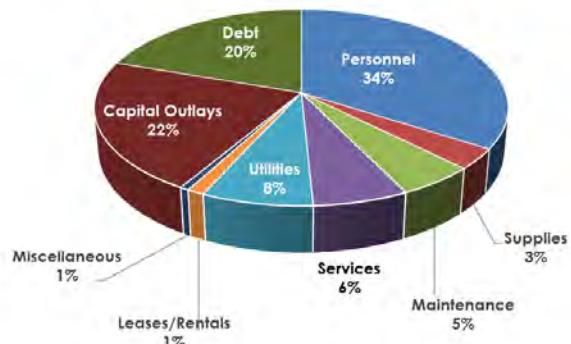
	2014-2015	2015-2016	2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
BEGINNING FUND BALANCE	\$ 7,364,613	\$ 8,531,959	\$ 7,150,937	\$ 7,674,411	\$ 7,674,411	\$ 8,266,532
REVENUES						
Sales tax	\$ 3,555,210	\$ 3,814,948	\$ 3,919,866	\$ 4,169,881	\$ 4,011,109	\$ 4,123,313
Interest income	25,320	30,880	59,144	45,000	120,000	135,000
Charges for services	662,214	697,564	643,483	710,350	682,350	680,350
Intergovernmental	153,452	-	-	-	-	-
Miscellaneous	21,426	44,677	169,762	17,800	17,893	17,800
TOTAL OPERATING REVENUES	\$ 4,417,621	\$ 4,588,069	\$ 4,792,254	\$ 4,943,031	\$ 4,831,352	\$ 4,956,463
EXPENDITURES						
Personnel	\$ 1,225,259	\$ 1,329,523	\$ 1,352,078	\$ 1,493,315	\$ 1,443,866	\$ 1,495,902
Supplies	145,994	124,640	132,647	148,290	150,525	150,625
Maintenance	151,618	199,285	218,924	231,580	266,820	290,185
Services	199,608	219,086	232,668	283,610	282,924	645,860
Utilities	321,823	324,616	350,969	331,575	319,586	190,688
Leases/Rentals	58,474	46,858	33,846	51,714	42,154	8,948
Miscellaneous	30,089	21,823	18,925	26,140	25,380	29,170
Total Operating Expenditures	\$ 2,132,865	\$ 2,265,832	\$ 2,340,057	\$ 2,566,224	\$ 2,531,255	\$ 2,811,378
Capital Outlays	\$ 372,973	\$ 2,954,569	\$ 1,184,733	\$ 951,170	\$ 842,486	\$ 823,450
Debt	744,438	748,690	743,990	865,490	865,490	977,053
Total Capital and Debt Expenditures	\$ 1,117,410	\$ 3,703,259	\$ 1,928,723	\$ 1,816,660	\$ 1,707,976	\$ 1,800,503
TOTAL EXPENDITURES	\$ 3,250,275	\$ 5,969,091	\$ 4,268,780	\$ 4,382,884	\$ 4,239,231	\$ 4,611,881
NET CHANGE	\$ 1,167,346	\$ (1,381,022)	\$ 523,474	\$ 560,149	\$ 592,121	\$ 344,582
ENDING FUND BALANCE	\$ 8,531,959	\$ 7,150,937	\$ 7,674,411	\$ 8,234,560	\$ 8,266,532	\$ 8,611,114



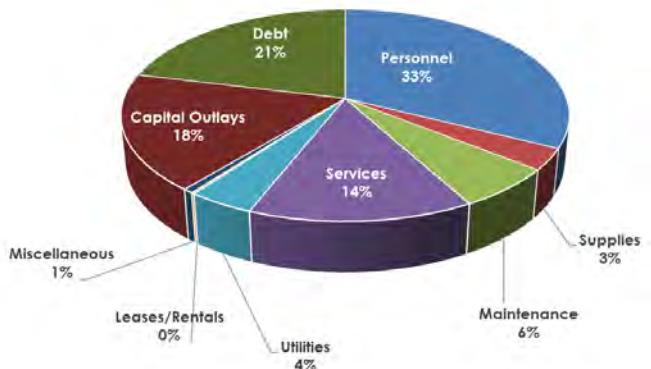
BUDGET FY2018-19

EXPENDITURES BY CATEGORY

2017-2018 Budget



2018-2019 Proposed Budget

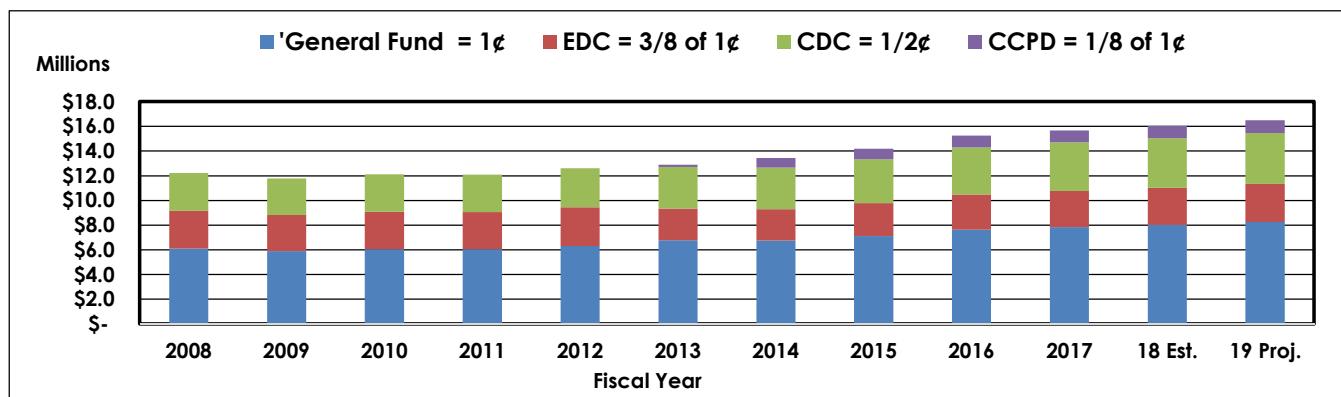


FY2018-2019 PROPOSED PROGRAMS – CDC

	FY18-19 PROGRAM REQUEST	DEPT/DIVISON	RECURRING COST	ONE-TIME COST	TOTAL FIRST YEAR COST	CITY MANAGER PROPOSED	FUND OPTIONS/NOTES
1	Part-Time Lead Event Assistant	Recreation Center	21,282		21,282	-	Not Funded
2	Part-Time Event Assistant	Recreation Center	15,609		15,609	-	Not Funded
3	Back Patio Staining - Phase 2	Recreation Center		41,750	41,750	41,750	Yes- CDC Fund
4	Men's & Women's Locker Room Renovation	Recreation Center		185,000	185,000	185,000	Yes- CDC Fund
5	Meeting Room Floor Replacement	Recreation Center		37,100	37,100	37,100	Yes- CDC Fund
6	Meeting Room Cabinet Replacement	Recreation Center		27,000	27,000	27,000	Yes- CDC Fund
7	South Zone Enhancements	Valley Ridge		28,600	28,600	28,600	Yes- CDC Fund
8	Baseball & Softball Field Updates	Valley Ridge		94,000	94,000	94,000	Yes- CDC Fund
9	Trails O&M (FM 1382)	Trails Operations & Maintenance	13,000	-	13,000	13,000	Yes- CDC Fund
10	S. Clark Road Trail Design	Trails Operations & Maintenance	-	265,000	265,000	265,000	Yes- CDC Fund
11	FM1382 Trail Signage & Master Plan	Trails Operations & Maintenance		410,000	410,000	410,000	Yes- CDC Fund
12	Trail Signage & Amenity Plan	Trails Operations & Maintenance		22,500	22,500	22,500	Yes- CDC Fund
CDC FUND TOTAL:			\$ 49,891	\$ 1,110,950	\$ 1,160,841	\$ 1,123,950	

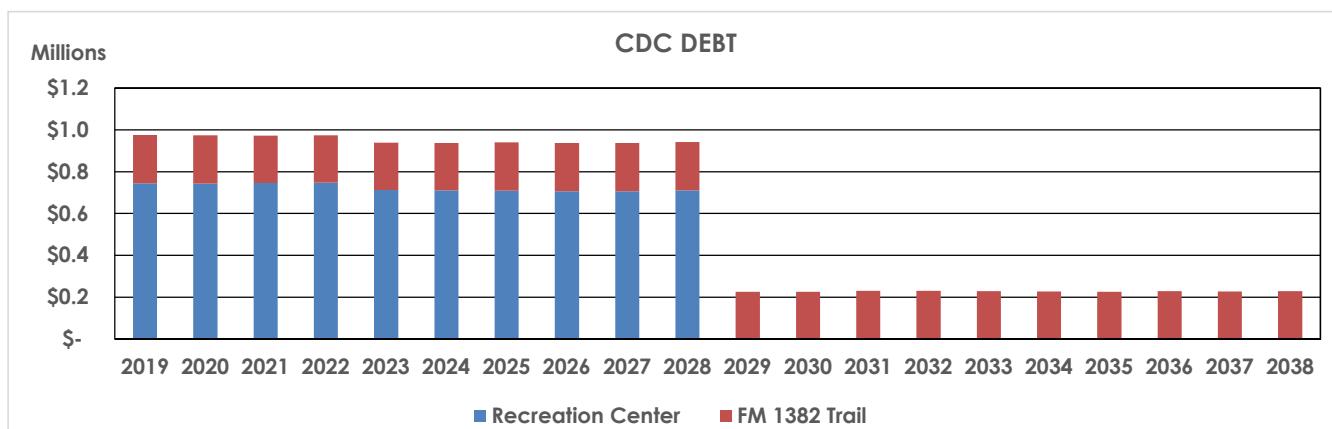


Community Development Corporation Sales Tax by Fiscal Year									
Fiscal Year	City-wide Budget	Total Sales Tax Received	1¢ City	3/8 of 1¢ EDC	1/2¢ CDC	1/8 of 1¢ CCPD	Total Received	% Chg Yr/Yr	% of Budget
2008	12,600,000	12,224,819	6,112,410	3,056,205	3,056,205	-	12,224,819	5.2%	97.02%
2009	13,077,500	11,772,591	5,886,296	2,943,148	2,943,148	-	11,772,591	-3.7%	90.02%
2010	12,600,000	12,123,569	6,061,784	3,030,892	3,030,892	-	12,123,569	3.0%	96.22%
2011	12,000,000	12,091,229	6,045,614	3,022,807	3,022,807	-	12,091,229	-0.3%	100.76%
2012	12,350,000	12,598,457	6,299,228	3,149,614	3,149,614	-	12,598,457	4.2%	102.01%
2013	12,351,500	12,896,112	6,786,900	2,545,088	3,393,450	170,674	12,896,112	2.4%	104.41%
2014	13,695,000	13,428,345	6,755,253	2,533,220	3,377,627	762,245	13,428,345	4.1%	98.05%
2015	14,252,320	14,201,864	7,110,420	2,666,407	3,555,210	869,827	14,201,864	5.8%	99.65%
2016	14,563,065	15,246,533	7,629,897	2,861,211	3,814,948	940,477	15,246,533	7.4%	104.69%
2017	15,850,240	14,699,497	7,839,731	2,939,899	3,919,866	956,165	15,655,661	2.7%	98.77%
18 Est.	16,684,990	15,041,658	8,022,218	3,008,332	4,011,109	996,303	16,037,961	2.4%	96.12%
19 Proj.	16,492,124	15,462,424	8,246,626	3,092,485	4,123,313	1,029,700	16,492,124	2.8%	100.00%



Community Development Corporation
DEBT SCHEDULE

FISCAL YEAR	Alan E. Sims Recreation Center REFUNDING AND IMPROVEMENT BONDS			F.M. 1382 Hike and Bike Trail CERTIFICATES OF OBLIGATION BONDS			ANNUAL TOTAL	
	SERIES 2011			SERIES 2018				
	Principal	Interest	Total	Principal	Interest	Total		
2019	515,000	229,988	744,988	80,000	150,666	230,666	975,653	
2020	535,000	207,863	742,863	125,000	105,950	230,950	973,813	
2021	550,000	195,819	745,819	125,000	102,200	227,200	973,019	
2022	570,000	177,097	747,097	130,000	97,725	227,725	974,822	
2023	560,000	151,894	711,894	135,000	92,425	227,425	939,319	
2024	580,000	130,519	710,519	140,000	86,925	226,925	937,444	
2025	605,000	104,519	709,519	150,000	81,125	231,125	940,644	
2026	630,000	76,400	706,400	155,000	75,800	230,800	937,200	
2027	660,000	46,906	706,906	160,000	71,075	231,075	937,981	
2028	695,000	15,203	710,203	165,000	66,200	231,200	941,403	
2029	-	-	-	165,000	61,250	226,250	226,250	
2030	-	-	-	170,000	56,225	226,225	226,225	
2031	-	-	-	180,000	50,975	230,975	230,975	
2032	-	-	-	185,000	45,269	230,269	230,269	
2033	-	-	-	190,000	39,175	229,175	229,175	
2034	-	-	-	195,000	32,919	227,919	227,919	
2035	-	-	-	200,000	26,250	226,250	226,250	
2036	-	-	-	210,000	19,075	229,075	229,075	
2037	-	-	-	215,000	11,638	226,638	226,638	
2038	-	-	-	225,000	3,938	228,938	228,938	
Total	5,900,000	\$1,336,206	\$7,236,206	\$3,300,000	\$1,276,803	\$4,576,803	11,813,009	



BUDGET FY2018-19

STAFFING SCHEDULE

BY DEPARTMENT, FUNCTION and POSITION

(Full Time Equivalency- FTE)

* Includes Budgeted Positions (Filled & Vacant)

Full Time & Part-Time Budgeted Positions

Full Time = 2,080 Hours/Year Non-Sworn Personnel

FUND	DEPARTMENT	FUNCTION	FY16	FY17	FY18	FY19	Diff PY (#)
CDC	400 - Parks Admin	Community Services	-	-	-	-	-
CDC	405 - Trails O&M	Community Services	-	-	-	-	-
CDC	415 - Valley Ridge Park	Community Services	5	5	5	5	-
CDC	435 - Recreation Center	Community Services	23.80	23.80	23.80	23.80	-
Total			28.80	28.80	28.80	28.80	-



Community Development Corporation Capital Improvement Program

5 Year Plan

FY 2019-2023

Parks CDC Projects- Summary

Estimated Expenditure (000's)

Project Name/No.	PY Budgeted Amount	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	Total Estimated Cost
One-Time Capital Projects							
S Clark RD Trail Design	\$ -	\$ 265	\$ 755	\$ -	\$ -	\$ -	\$ 1,020
City Center Construction	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,000	\$ 9,000
Northwood/NIA Trail	\$ -	\$ 30	\$ -	\$ -	\$ -	\$ 100	\$ 130
Trail Signage and Amenity Plan	-	\$ 23	-	-	-	-	\$ 23
2022 Park Master Plan	\$ -	\$ -	\$ -	\$ -	\$ 200	\$ -	\$ 200
FM 1382 Phase I	\$ 3,333	\$ -	\$ -	\$ -	\$ -	-	\$ 3,333
FM 1382 Phase II	\$ 7,100	\$ -	\$ -	\$ -	\$ -	-	\$ 7,100
FM 1382 Trail Sign	\$ -	\$ 410	\$ -	\$ -	\$ -	-	\$ 410
Eastside Community Park Land Acquisition	\$ 1,250	\$ -	\$ -	\$ -	\$ -	-	\$ 1,250
Land Acquisition Signature Park	\$ 200	\$ -	\$ -	\$ -	\$ -	-	\$ 200
Master Plan Update	\$ 19	\$ -	\$ -	\$ -	\$ -	-	\$ 19
Rec Center Phase II	\$ 3,000	\$ -	\$ -	\$ -	\$ -	-	\$ 3,000
Recreation Center Capital Replacement							
RC-Meeting Room Floor Replacement	\$ -	\$ 37	\$ -	\$ -	\$ -	\$ -	\$ 37
RC-Meeting Room Cabinet Replacement	\$ -	\$ 27	\$ -	\$ -	\$ -	\$ -	\$ 27
RC-Back Patio Staining - Phase 2	\$ -	\$ 42	\$ -	\$ -	\$ -	\$ -	\$ 42
RC-Childcare Renovation	\$ -	\$ -	\$ 150	\$ -	\$ -	\$ -	\$ 150
RC-Childcare Playground and Surfacing Upgrade	\$ -	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ 50
RC-Roofing Project	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ -	\$ 1,000
RC-Heating Ventilation and Conditioning (HVAC) Overhaul	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ 200
RC-Men's & Women's Locker Room Renovation	\$ -	\$ 185	\$ -	\$ -	\$ -	\$ -	\$ 185
RC-Tankless Water Heater Renovation	\$ -	\$ -	\$ 150	\$ -	\$ -	\$ -	\$ 150
RC-Game Room Renovation	\$ -	\$ -	\$ -	\$ 150	\$ -	\$ -	\$ 150
RC-Security Camera/Building Announcement Upgrade	\$ -	\$ -	\$ -	\$ 120	\$ -	\$ -	\$ 120
RC-Landscape Update	\$ -	\$ -	\$ -	\$ -	\$ 50	\$ -	\$ 50
Valley Ridge Capital Replacement							
VR- New Replacement Equipment	\$ -	\$ -	\$ 25	\$ 30	\$ 30	\$ 25	\$ 110
VR-Playground Replacement and Fall Protection (Soccer)	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ 100
VR-Playground Replacement and Fall Protection (Softball)	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ 100
VR-Parking Expansion Set Aside	\$ -	\$ 38	\$ 65	\$ 88	\$ 245	\$ -	\$ 436
VR-Entrance Sign Set Aside	\$ 65	\$ 38	\$ 65	\$ 250	\$ -	\$ -	\$ 418
VR-Playground Replacement and Fall Protection (Football)	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ 100
VR-Bleachers/Benches Updates/Replacement	\$ -	\$ -	\$ 25	\$ -	\$ -	\$ -	\$ 25
VR-Playground Replacement and Fall Protection (Baseball)	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ 100
VR- Southern Zone Enhancements	\$ -	\$ 29	\$ -	\$ -	\$ 70	\$ -	\$ 99
VR Baseball/Softball Field Updates	\$ -	\$ 94	\$ -	\$ -	\$ -	\$ -	\$ 94
VR-Soccer Lights (CHSA)	\$ -	\$ 1,400	\$ -	\$ -	\$ -	\$ -	\$ 1,400
VR-Athletic LED Lighting Conversion	\$ -	\$ -	\$ 100	\$ 100	\$ 50	\$ -	\$ 250
Total:	\$ 14,967	\$ 2,617	\$ 1,785	\$ 938	\$ 1,645	\$ 9,125	\$ 31,077

Funding Sources

Estimated Amount (000's)

CDC Self-Supported Debt							
2018 Certificate of Obligation - Fund 2034	\$ 3,170	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CDC Set Aside Funds	\$ 4,534						
TexDot Grant	\$ 3,949						
Dallas County Grant	\$ 284						
CDC - Pay-as-You Go (use of Fund Balance)	\$ 2,745	\$ 1,112					
Unfunded	\$ 285	\$ 1,505	\$ 1,785	\$ 938	\$ 1,645	\$ 9,125	\$ 31,077
TOTAL	\$ 14,967	\$ 2,617	\$ 1,785	\$ 938	\$ 1,645	\$ 9,125	\$ 31,077

* Note the FY19 Capital Projects Listing does not include funded O&M Programs

DEPARTMENT DESCRIPTION

The Parks Administration

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Create City Sustainability Opportunities** – Co-host and support activities and programs promoting an aesthetically pleasing and sustainable community

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	0	0	0	0	0	-
Supplies	0	0	250	0	0	(250)
Maintenance	0	12,539	24,500	20,000	0	(24,500)
Services	36,799	38,080	50,100	45,004	97,590	47,490
Utilities	0	0	0	4,500	0	0
Leases/Rentals	0	0	0	9,000	0	0
Miscellaneous	(899)	0	2,500	2,500	2,500	-
Debt Service/Transfers	748,690	743,990	865,490	865,490	977,053	111,563
Capital	2,806,799	991,309	475,000	475,000	0	(475,000)
Total	3,591,399	1,785,918	1,412,840	1,421,494	1,077,143	(340,697)

NO PERSONNEL



DEPARTMENT DESCRIPTION

The Trails Operations & Maintenance department is designed to maintain all Citywide trails.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Sustain the beauty and functionality of City Trails** – This budget supports operation of three miles of hike and bike trail annually.

EXPENDITURE SUMMARY

- Note all prior year expenditures were recorded in the Parks Administration Department

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel				0	0	-
Supplies				0	0	-
Maintenance *				20,000	33,000	33,000
Services				0	287,500	287,500
Utilities				4,500	4,500	4,500
Leases/Rentals				0	0	-
Miscellaneous				0	0	-
Debt Service/Transfers				0	0	-
Capital				0	410,000	410,000
Total				24,500	735,000	735,000

NO PERSONNEL

DEPARTMENT DESCRIPTION

The mission of the Cedar Hill Parks and Recreation Department is to maximize the benefit and enjoyment of parks, programs and activities utilizing City resources in an effective, efficient and responsive manner.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Maintain grounds for Valley Ridge Park** – Mow, treat and fertilize Valley Ridge Park
- **Athletic field preparation** - Ensure athletic fields are safe and aesthetically pleasing
- **Provide general park facility maintenance and repair** – Ensure Valley Ridge buildings, equipment and structures are safe
- **Control litter and remove debris** - Remove litter and debris from Valley Ridge Park

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services.

Service Provided	FY2016-17 Actual	FY2017-18 YE Projection	FY2018-19 Goal
Valley Ridge Park Grounds Maintenance # of acres	164	164	164
Athletic Fields Preparation	32 fields	32 fields	32 fields
Park Facility maintenance	5 buildings, 4 playgrounds 1 amphitheater	5 buildings, 4 playgrounds 1 amphitheater	5 buildings, 4 playgrounds 1 amphitheater

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	348,906	356,638	377,635	367,751	382,402	4,767
Supplies	34,516	37,978	57,710	58,420	58,520	810
Maintenance	61,553	76,725	74,320	110,500	96,500	22,180
Services	4,275	858	5,000	5,000	5,000	-
Utilities	146,500	171,203	151,875	152,920	79,850	(72,025)
Leases/Rentals	8,644	8,644	5,365	8,644	1,490	(3,874)
Miscellaneous	3,375	4,764	5,150	4,800	6,450	1,300
Debt/Transfers	-	-	-	-	-	-
Capital	43,811	11,468	227,000	227,000	122,600	(104,400)
Total	651,580	668,278	904,055	935,035	752,812	(151,242)

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY16 Actual	FY17 Actual	FY18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Parks Maintenance Crew Chief	1	1	1	1	0
Mark Maintenance Worker	4	4	4	4	0
Total	5	5	5	5	0

DEPARTMENT DESCRIPTION

The Recreation Center is a premier facility for fitness, fun, and friendship.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Provide, promote and increase Recreation Center utilization to the public** – Administer, supervise, implement and improve efficiency in memberships, programs, leagues, special events, rentals and all building uses
- **Retain Current Customers and Attract New Customers** – Exceed expectations through providing premier customer service to existing members and patrons and secure new customers
- **Encourage and Develop Internal Relations of Recreation Center Staff, Personal Trainers, and Contract Instructors to Provide Exemplary Service to the Public** – Continue to build relationships amongst staff, personal trainers, contract instructors and management to efficiently work together.
- **Provide Building Maintenance** – Maintain a clean, safe and operable facility for public use

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
Memberships (Membership's & Day Passes Sold)	27,426	28,000	28,000
# of Participants Programs/Leagues	3,042	3,182	3,200
# of Rentals Annually	249	260	265
Youth Development Opportunities (Camps, Teen Programs, After-School Programs)	412	625	675
Average Daily Users	222.25	245	250

EXPENDITURE SUMMARY

Expenditures By Category	FY 16 Actual	FY 17 Actual	FY 18 Budget*	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	980,617	995,440	1,115,675	1,076,115	1,113,500	(2,180)
Supplies	90,123	94,670	90,330	92,105	92,105	1,775
Maintenance	137,733	129,662	132,760	136,320	160,685	27,925
Services	178,013	193,731	228,510	232,920	255,770	27,260
Utilities	178,118	179,766	179,700	162,166	106,338	(73,362)
Leases/Rentals	38,214	25,202	46,350	24,510	7,458	(38,892)
Miscellaneous	19,338	14,161	18,490	18,080	20,220	1,730
Capital	98,948	181,957	2249,170	140,486	290,850	41,680
Total	1,712,104	1,814,589	2,060,990	1,882,702	2,046,926	(14,064)

* Budget as adjusted between line items (no change to overall expenditures)



PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 15	FY 16	FY 17	FY2018-19 Proposed	Budget Variance (#)
Recreation Center Manager	1	1	1	1	0
Health and Wellness Coordinator	1	1	1	1	0
Membership Services Coordinator	1	1	1	1	0
Event Coordinator	1	1	1	1	0
Special Events/Marketing Coordinator	1	0	0	0	0
Marketing Coordinator	0	1	1	1	0
Building Maintenance Crew Chief	0	1	1	1	0
Building Maintenance Technician	1	0	0	0	0
Recreation Specialist	1	1	1	1	0
Administrative Secretary	1	1	1	1	0
Health & Wellness Services Lead	1	1	1	1	0
Building & Custodial Attendant	2	2	2	2	0
Member Services Lead	2	2	2	2	0
Lead Camp Counselor	0.42	0.42	0.42	0.42	0
Seasonal Summer Camp Counselor	0.38	0.38	0.38	0.38	0
Part-Time Recreation Assistant	3	3	0	0	0
Part-Time Attendant (Childcare, Gym, Front Desk, Fitness)	5.5	5.5	8.5	8.5	0
Part-Time Building & Custodial Attendant	1.5	1.5	1.5	1.5	0
Total	23.8	23.8	23.8	23.8	0



ECONOMIC DEVELOPMENT CORPORATION

(0309)

The Cedar Hill Economic Development Corporation (EDC) is tasked with bringing much needed commercial, industrial opportunities to the City of Cedar Hill. On January 15, 1994, the voters of the City approved the imposition of an additional sales and use tax of one-half of one percent (1/2 of 1%) for economic development. Collection effect on July 1, 1994. A portion of the EDC's sales tax (1/8 of 1%) was reallocated to the City's Crime Control District effective July 1, 2013. The first reduction was in September 2013.

PROPOSED BUDGET FY 2018-2019



Board of Directors

Jan Blake, ex-officio
Duane Dankesreiter
Andrew LeGrand, ex-officio
Michael Lemmon
Jeff Powers, ex-officio
Shawn Quildon
William Strock
Lee R. Taylor, ex-officio
Johnny Wallace
Randall Chase, ex-officio
James Mauldin, ex-officio

Highlights: Proposed Budget

BUDGET NOTES

- Sales Tax Budgeted at 2.5% over 2018 Budget
- Salaries and Benefits budgeted consistent city-wide; 3% plus increase in Benefits Cost
- Debt Costs budgeted per scheduled amortization
- Incentives - Budgeted to cover outstanding incentives plus additional amount of \$7,000,000 as place holder for business incentives
- Advertising budget consistent with State Law maximum
- No changes in administrative charges
- No changes in audit fees
- No changes in lease cost paid to City
- Addition of lease/rental payment for copier machine
- Summary: 8.6% increase in operational costs
- Summary: 1.2% increase in incentives, capital and debt category
- Fund Balance Policy Objective of 15% = \$1,429,349 has been met

Projected at FYE 2019 is \$2,202,918

ECONOMIC DEVELOPMENT CORPORATION

Revenue, Expenses and Changes in Fund Balance

Fund 309



	2015-2016 ACTUAL	2016-2017 ACTUAL	2017-2018 BUDGET	2017-2018 ESTIMATED	2018-2019 BUDGET
BEGINNING FUND BALANCE	\$ 6,394,483	\$ 6,374,990	\$ 7,202,046	\$ 7,688,749	\$ 8,519,066
REVENUES					
Sales tax	\$ 2,861,212	\$ 2,939,899	\$ 3,127,410	\$ 3,012,529	\$ 3,087,842
Interest income	23,943	63,514	43,000	150,000	125,000
Charges for services	2,080	-	-	-	-
Miscellaneous	570	837,426	500	-	-
Intergovernmental	-	-	-	-	-
Sale of assets	-	-	-	-	-
TOTAL REVENUES	\$ 2,887,805	\$ 3,840,839	\$ 3,170,910	\$ 3,162,529	\$ 3,212,842
OPERATING EXPENDITURES					
Personnel	\$ 412,270	\$ 351,973	\$ 456,725	\$ 348,699	\$ 462,835
Supplies	2,675	1,035	10,600	15,900	10,600
Maintenance	12,211	27,535	70,500	71,500	52,245
Services	422,262	617,509	601,730	616,974	718,185
Utilities	8,280	4,494	9,275	7,119	5,720
Leases/Rentals	26,490	28,940	28,990	28,990	28,990
Miscellaneous	52,796	35,681	74,805	75,205	82,060
TOTAL OPERATING EXPENDITURES	\$ 936,984	\$ 1,067,166	\$ 1,252,625	\$ 1,164,387	\$ 1,360,635
OTHER EXPENDITURES					
Incentives	\$ 660,310	\$ 290,799	\$ 7,000,000	-	\$ 7,000,000
Capital Outlay	138,464	-	-	-	-
Debt	1,171,540	1,169,115	1,167,825	1,167,825	1,168,355
TOTAL OTHER EXPENDITURES	\$ 1,970,314	\$ 1,459,914	\$ 8,167,825	\$ 1,167,825	\$ 8,168,355
TOTAL EXPENDITURES	\$ 2,907,297	\$ 2,527,081	\$ 9,420,450	\$ 2,332,212	\$ 9,528,990
NET CHANGE	\$ (19,493)	\$ 1,313,759	\$ (6,249,540)	\$ 830,317	\$ (6,316,148)
ENDING FUND BALANCE	\$ 6,374,990	\$ 7,688,749	\$ 952,506	\$ 8,519,066	\$ 2,202,918
% of Expenditures					23%
Millions					
FUND BALANCE - RESERVES HISTORY					
\$9.0					
\$8.0					
\$7.0					
\$6.0					
\$5.0					
\$4.0					
\$3.0					
\$2.0					
\$1.0					
\$-					
FY 10	FY 11	FY 12	FY 13	FY 14	FY 15
LAND ACQUISITION					
FY 16	FY 17	FY 18 Est.			

Economic Development Corporation Sales Tax by Fiscal Year									
Fiscal Year	City-wide Budget	Total Sales Tax Received	1¢ City	3/8 of 1¢ EDC *	1/2¢ CDC	1/8 of 1¢ CCPD	Total Received	% Chg Yr/Yr	% of Budget
2008	12,600,000	12,224,819	6,112,410	3,056,205	3,056,205	-	12,224,819	5.2%	97.02%
2009	13,077,500	11,772,591	5,886,296	2,943,148	2,943,148	-	11,772,591	-3.7%	90.02%
2010	12,600,000	12,123,569	6,061,784	3,030,892	3,030,892	-	12,123,569	3.0%	96.22%
2011	12,000,000	12,091,229	6,045,614	3,022,807	3,022,807	-	12,091,229	-0.3%	100.76%
2012	12,350,000	12,598,457	6,299,228	3,149,614	3,149,614	-	12,598,457	4.2%	102.01%
2013	12,351,500	12,896,112	6,786,900	2,545,088	3,393,450	170,674	12,896,112	2.4%	104.41%
2014	13,695,000	13,428,345	6,755,253	2,533,220	3,377,627	762,245	13,428,345	4.1%	98.05%
2015	14,252,320	14,201,864	7,110,420	2,666,407	3,555,210	869,827	14,201,864	5.8%	99.65%
2016	14,563,065	15,246,533	7,629,897	2,861,211	3,814,948	940,477	15,246,533	7.4%	104.69%
2017	15,850,240	14,699,497	7,839,731	2,939,899	3,919,866	956,165	15,655,661	2.7%	98.77%
18 Est.	16,684,990	15,041,658	8,022,218	3,008,332	4,011,109	996,303	16,037,961	2.4%	96.12%
19 Proj.	16,492,124	15,462,424	8,246,626	3,092,485	4,123,313	1,029,700	16,492,124	2.8%	100.00%

■ 'General Fund = 1¢ ■ EDC = 3/8 of 1¢ ■ CDC = 1/2¢ ■ CCPD = 1/8 of 1¢

Millions

Fiscal Year

* Note in 2013 the sales tax allocation changed



EDC Supported Debt \$12,890,000 Certificates of Obligation, Series 2006				
Fiscal Year	Rate	Principal	Interest	Total
2019	4.350%	810,000	356,953	1,166,953
2020	4.300%	845,000	321,168	1,166,168
2021	5.000%	890,000	280,750	1,170,750
2022	5.000%	935,000	235,125	1,170,125
2023	5.000%	980,000	187,250	1,167,250
2024	5.000%	1,030,000	137,000	1,167,000
2025	5.000%	1,085,000	84,125	1,169,125
2026	5.000%	1,140,000	28,500	1,168,500
Total		7,715,000	1,630,870	9,345,870

Debt Outstanding: 2006 CO Series

Principal	7,715,000
Interest	1,659,370
	<u>9,374,370</u>

Amortizing on avg 12.5% per year



CITY OF CEDAR HILL
 ECONOMIC DEVELOPMENT CORPORATION
 INCENTIVE STATUS REPORT (ACTIVE ONLY)
 Incentives Paid YTD 2018, as of 06/30/2018

	CASH INCENTIVE (Per Contract)	INCENTIVE PAID FY 2018	INCENTIVES PAID PRIOR YEARS	TOTAL AMOUNTS PAID	INCENTIVE BALANCE
IDX DALLAS (5/13/13):					
- Initial Facility Incentive	1,000,000		1,000,000	1,000,000	0
- Rehabilitation & Repurposing Incentive	100,000		100,000	100,000	0
- Annual Employment Incentive (\$1K/emp till Sep 2018)- 2015	102,000		102,000	102,000	0
- Annual Employment Incentive (\$1K/emp till Sep 2018) - 2016	152,000		152,000	152,000	0
- Annual Employment Incentive (\$1K/emp till Sep 2018)- 2017	201,000	0	201,000	201,000	0
- Annual Employment Incentive (\$1K/emp till Sep 2018) -2018	0	58,000		58,000	0
maximum of \$1,000,000	545,000			0	0
Total Incentives	\$ 2,100,000	\$ 58,000	\$ 1,555,000	\$ 1,613,000	\$ 487,000
DALLAS AERONAUTICAL SERVICES (1/8/13):					
- Facility Construction Incentive - 2014	144,084		144,258	144,258	(174)
- Annual Employment Incentive #1 (\$1.5K/emp for 5 yrs.)-2015	37,500		42,000	42,000	(4,500)
- Annual Employment Incentive #2 (\$1.5K/emp for 5 yrs.) -2016	37,500	0	47,000	47,000	(9,500)
- Annual Employment Incentive #3 (\$1.5K/emp for 5 yrs.) - 2017	37,500		47,000	47,000	(9,500)
- Annual Employment Incentive #4 (\$1.5K/emp for 5 yrs.) - 2018	37,500			0	37,500
2019 - Annual Employment Incentive #5 (\$1.5K/emp for 5 yrs.) - 1	37,500			0	37,500
Total Incentives	\$ 331,584	\$ -	\$ 280,258	\$ 280,258	\$ 51,326
JCPENNEY CORPORATION, INC (1/17/14):					
- Initial Five Year Lease Incentive -2014	100,000	0	100,000	100,000	0
- Annual Employment Incentive #1 (\$100K for 5 yrs.)	100,000			0	100,000
- Annual Employment Incentive #2 (\$100K for 5 yrs.) -2015	100,000			0	100,000
- Annual Employment Incentive #3 (\$100K for 5 yrs.) - 2016	100,000			0	100,000
- Annual Employment Incentive #4 (\$100K for 5 yrs.) - 2017	100,000			0	100,000
- Annual Employment Incentive #5 (\$100K for 5 yrs.) - 2018	100,000			0	100,000
Total Incentives	\$ 600,000	\$ -	\$ 100,000	\$ 100,000	\$ 500,000
WESTAR SATELLITE SERVICES, LP (9/18/13):					
- Equipment Installation Incentive	200,000		200,000	200,000	0
- Annual Employment Incentive #1 (\$6K/employee)				0	0
- Annual Employment Incentive #2 (\$8K/employee) -2014				0	0
- Annual Employment Incentive #3 (\$10K/employee) - 2015				0	0
- Annual Employment Incentive #4 (\$12K/employee) -2016				0	0
maximum of \$120,000 for 4 years	120,000			0	120,000
Total Incentives	\$ 320,000	\$ -	\$ 200,000	\$ 200,000	\$ 120,000
EMILIO LOPEZ, D.D.S., P.C. & Mayari, LLC					
- Professional Corp & Texas Limited Liability Co respectively.					
- Infrastructure incentive upon issuance of CO and proof of exp:	175,000			0	175,000
- Construction has to be completed by May 31, 2019.					
- Agreement dated February 9, 2018					
Total Incentives	\$ 175,000	\$ -	\$ -	\$ -	\$ 175,000
JPS Legacy, LLC					
- Reimbursement incentive for completion of office/retail buildir	1,000,000			0	1,000,000
- Infrastructure incentive upon issuance of CO and proof of exp.				0	0
- Construction has to be completed 5 years				0	0
- Agreement dated October 3, 2016				0	0
Total Incentives	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000
Lake Moreno Partners, LLC					
- Reimbursement incentive for renovation/Development	1,000,000	0		0	1,000,000
- Agreement dated June 13, 2018				0	0
Total Incentives	\$ 1,000,000	\$ -	\$ -	\$ -	\$ 1,000,000
SUBTOTAL (ACTIVE INCENTIVES)	\$ 5,526,584	\$ 58,000	\$ 2,135,258	\$ 2,193,258	\$ 3,333,326

DEPARTMENT DESCRIPTION

The Economic Development Department's mission to attract desirable industry while fostering a business friendly environment, retain and expand existing business through a proactive retention and expansion program, and aggressively market Cedar Hill utilizing a multi-faceted approach.

* Note Departments 610 & 615 Combined beginning FY19

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Attract desirable businesses and facilitate a pro-business environment**
- **Support, retain, and/or expand existing businesses**
- **Strategically and aggressively market Cedar Hill**

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projection
<i>New Business Development</i>			
Membership in key organizations	10	12	12
# of Prospect development & responses to leads	20	22	24
# of Development assistance meetings	52 annually	52 annually	52 annually
<i>Business Retention & Expansion</i>			
Expansion Assistance (# of existing businesses)	8	10	12
# of Business visits	100	48♦	80
# of Workforce Development Meetings	20	12♦	12
Active # of Community Engagements	40	33♦	35
# of Chamber Meetings	12	12	12

♦ Business Retention Manager position vacant in FY17/18

Marketing			
# of Publications (Static Marketing Reach)	28	33	30
Distributions (Static Marketing Reach)	360,000	430,000	470,000
Digital Marketing Reach (impressions)	220,000	800,000	1 Million
Website Traffic Sessions	32,292	35,000	45,000
Newsletter Subscribers	175	450	600
Events			
# of Trade Shows	6	11	13
# of Sponsorships	17	16	17

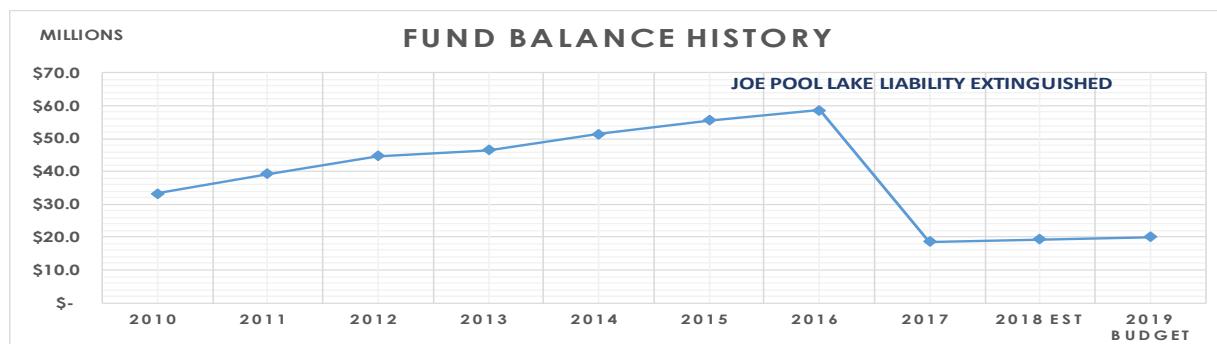
PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY 18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Economic Development Director	1	1	1	1	0
Business Marketing & Research Manager	1	1	1	1	0
Business Retention Manager	1	1	1	1	0
Executive Assistant & Special Projects Coordinator	1	1	1	1	0
Total	4	4	4	4	0

Joe Pool Lake Fund

Fund 0310

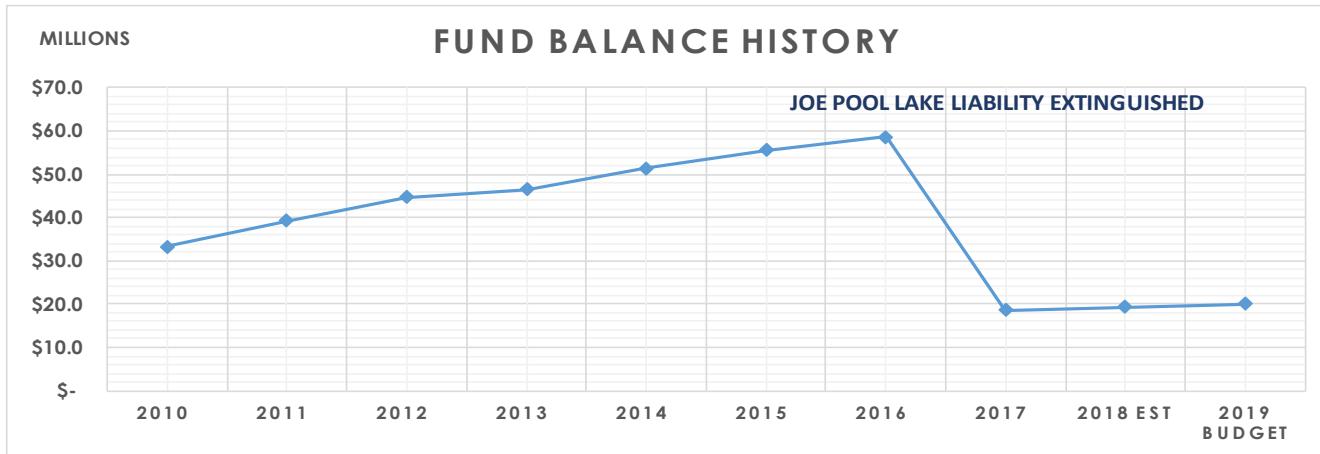
This fund is a Major Governmental Fund of the City and prior to December 21, 2016 the City's financial policies restricted and committed the funds to the full liquidation of the Joe Pool Lake (JPL) Contract Liability. That Liability was extinguished in Fiscal Year 2016-2017. Subsequent to this event, the City continues to maintain a two-five year investment strategy of the resources of this fund. The financial policy objective of this fund is under consideration by the City Council.



Joe Pool Lake
(Revenues, Expenditures and Change in Fund Balance)
Fund 0310



	ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
BEGINNING FUND BALANCE	\$ 55,522,985	\$ 58,689,220	\$ 18,564,055	\$ 18,564,055	\$ 18,851,728
REVENUES					
Interest Earnings	1,316,235	(35,879)	340,000	295,173	326,000
Interfund Transfer in - Water and Sewer	1,800,000	450,000	-	-	-
Interfund Transfer in - General Fund	50,000	12,500	-	-	-
Miscellaneous	-	-	-	-	-
TOTAL REVENUES	\$ 3,166,235	\$ 426,621	\$ 340,000	\$ 295,173	\$ 326,000
EXPENDITURES					
Joe Pool Lake Water Rights Debt Payment	-	40,543,911	-	-	-
Special Services	-	7,875	7,500	7,500	7,500
Administrative Fees	-	-	-	-	-
TOTAL EXPENDITURES	\$ -	\$ 40,551,786	\$ 7,500	\$ 7,500	\$ 7,500
NET CHANGE	\$ 3,166,235	\$ (40,125,165)	\$ 332,500	\$ 287,673	\$ 318,500
ENDING FUND BALANCE					
	\$ 58,689,220	\$ 18,564,055	\$ 18,896,555	\$ 18,851,728	\$ 19,170,228



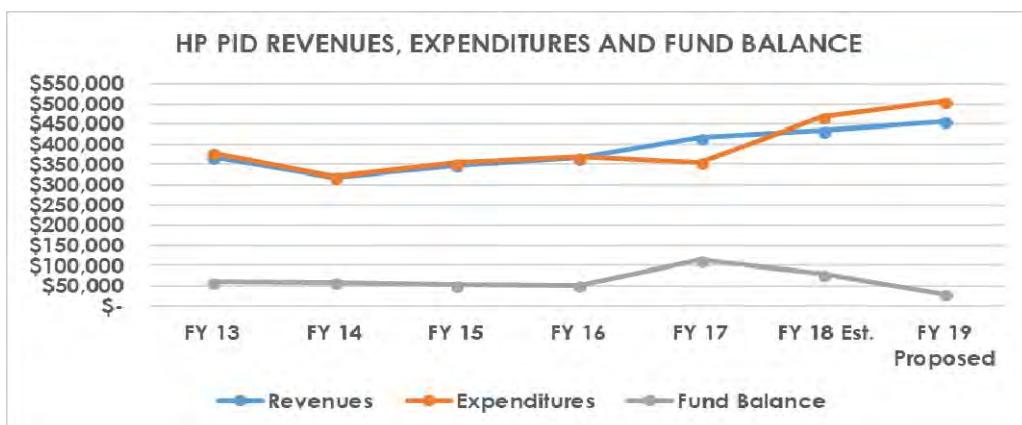
High Point Public Improvement District #1

(0313)

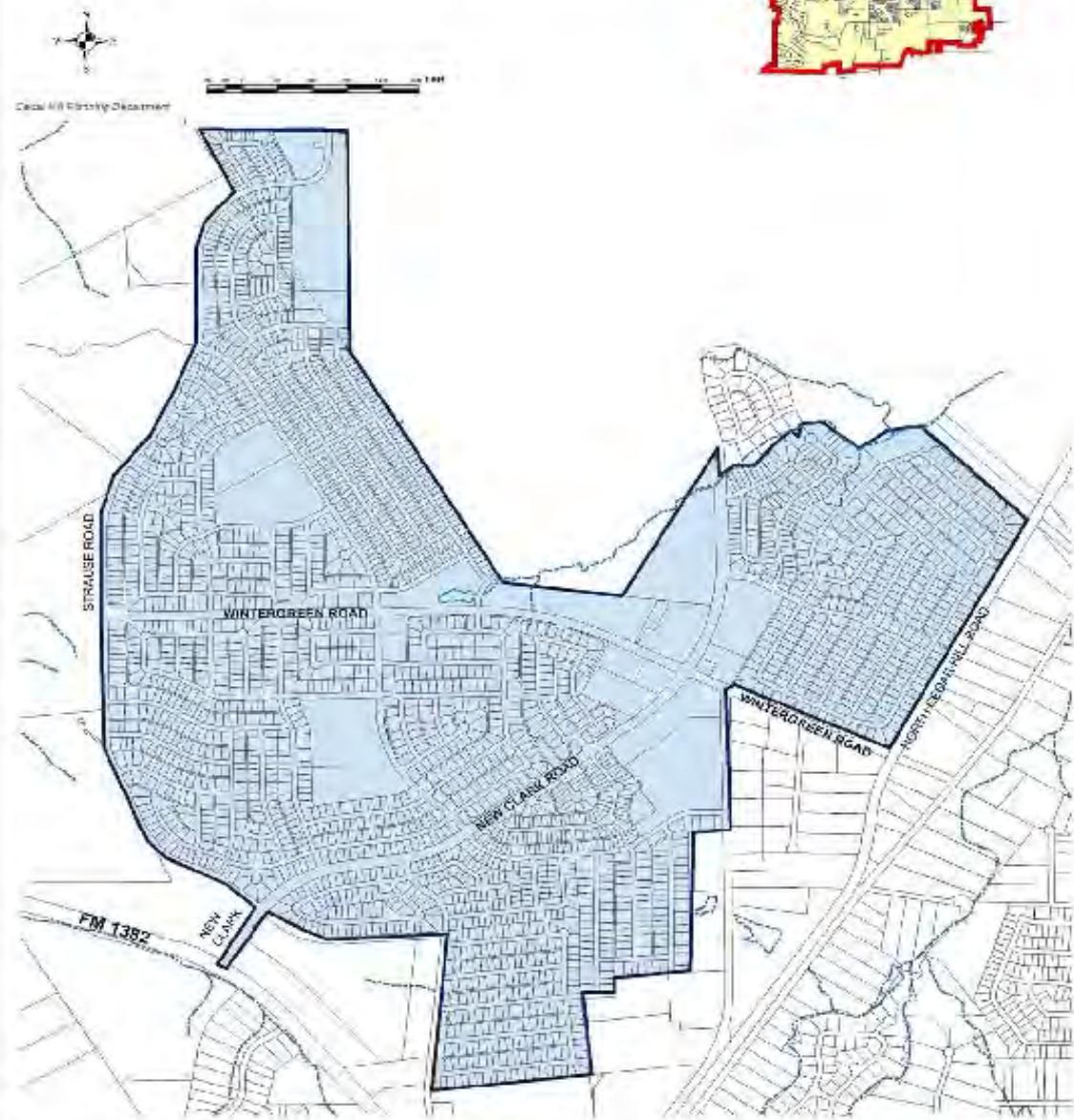
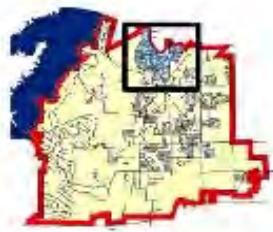
The High Pointe PID was created October 13, 1998 and has a current assessment of \$0.10 per \$100 of taxable value as determined annually by the Dallas County Appraisal District. The PID is governed by five to seven at-large directors appointed to serve for two year terms in accordance with the by-laws of the PID. Public Improvement Districts ("PIDs") provide a development tool that allocates costs according to the benefits received. A PID can provide a means to fund supplemental services and improvements to meet community needs which could not otherwise be constructed or provided and be paid by those who most benefit from them. The source of funding for the PID is an assessment of \$0.10 per every \$100 of taxable value. The rate is set annually with the City's adoption process.



PROPOSED BUDGET FY 2018-2019



High Pointe Subdivision



High Pointe PID #1
(Revenues, Expenditures and Change in Fund Balance)
Fund 0313



	ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
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BEGINNING FUND BALANCE	\$ 52,901	\$ 51,405	\$ 113,565	\$ 113,565	\$ 79,995
REVENUES					
Property Tax	\$ 342,697	\$ 384,427	\$ 402,830	\$ 407,104	\$ 433,490
Interest	551	1,399	1,000	2,455	1,500
Other	23,193	31,436	20,000	24,209	20,000
TOTAL OPERATING REVENUES	366,440	417,262	423,830	433,768	454,990
EXPENDITURES					
Supplies	\$ 419	\$ 475	\$ 2,300	\$ 1,775	\$ 2,300
Maintenance	158,874	165,206	151,080	149,530	162,065
Services	87,980	92,350	106,950	103,316	105,130
Insurances	558	142	1,000	142	1,000
Utilities	46,096	36,660	39,500	38,000	38,705
Leases/Rentals	425	405	-	-	-
Miscellaneous	23,935	24,220	-	-	-
Capital	49,650	35,646	174,565	174,575	197,290
TOTAL OPERATING EXPENDITURES	367,937	355,102	475,395	467,338	506,490
NET CHANGE	(1,497)	62,160	(51,565)	(33,570)	(51,500)
ENDING FUND BALANCE	\$ 51,405	\$ 113,565	\$ 62,000	\$ 79,995	\$ 28,495
% of Total Expenditures	14.0%	32.0%	13.0%	17.1%	5.6%

Waterford Oaks PID #2 (0314)

In 2002 the residents of Waterford Oaks subdivision petitioned to become the city's second public improvement district, or PID. The Waterford Oaks PID, created December 10, 2002, has a current assessment of 0.10¢ per \$100 valuation. There are 795 property parcels. Public Improvement Districts ("PIDs") provide a development tool that allocates costs according to the benefits received. A PID can provide a means to fund supplemental services and improvements to meet community needs which could not otherwise be constructed or provided and be paid by those who most benefit from them. The source of funding for the PID is an assessment of \$0.10 per every \$100 of taxable value. The rate is set annually with the City's adoption process.



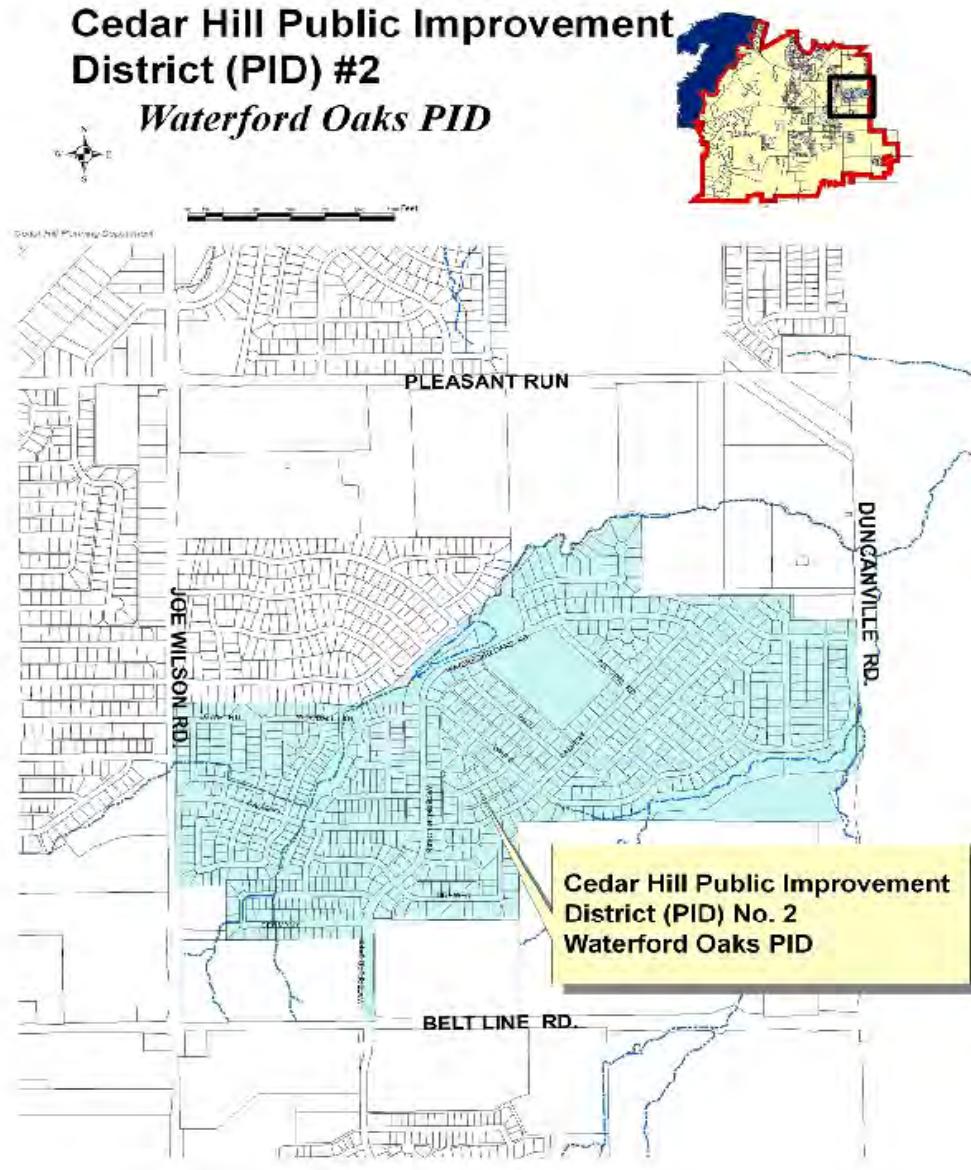
PROPOSED BUDGET FY 2018-2019

Board of Directors

Leonard E. Howza, President
Randy Dark, Treasurer
Bertha Walker
Jerry Reed
Clodette Turner
Yvette Sanders
Pam Williams

The PID is governed by seven, at-large directors elected by residents and appointed by the Cedar Hill City Council to serve staggered terms of two years, subject to the terms and conditions of the City Council approved by-laws established for the district.

**Cedar Hill Public Improvement
District (PID) #2
Waterford Oaks PID**



Waterford Oaks PID #2
(Revenues, Expenditures and Change in Fund Balance)
Fund 0314



ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
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BEGINNING FUND BALANCE	\$ 224,569	\$ 187,940	\$ 227,293	\$ 187,940	\$ 151,552
REVENUES					
Property Tax	\$ 115,606	\$ 131,025	\$ 131,025	\$ 142,392	\$ 150,850
Interest	1,007	1,275	1,275	3,608	2,500
Other	31,677	3,300	3,300	3,492	3,300
TOTAL OPERATING REVENUES	148,290	135,600	135,600	149,492	156,650
EXPENDITURES					
Supplies	\$ -	\$ 402	\$ 1,000	\$ 700	\$ 1,000
Maintenance	33,153	35,468	35,000	36,500	37,000
Services	27,845	27,079	26,300	21,354	33,500
Utilities	8,691	8,908	10,000	9,550	11,300
Miscellaneous	8,850	21,454	25,000	25,000	27,000
Capital	106,381	2,937	30,000	20,000	30,000
TOTAL OPERATING EXPENDITURES	184,919	96,247	127,300	113,104	139,800
NET CHANGE	(36,629)	39,353	8,300	36,388	16,850
ENDING FUND BALANCE	\$ 187,940	\$ 227,293	\$ 235,593	\$ 151,552	\$ 168,402
% of Operating Revenues	126.7%	167.6%	173.7%	101.4%	107.5%

Winding Hollow PID #3

(Fund 0325)

In 2015, the residents of Winding Hollow subdivision petitioned to become the City's third public improvement district, or PID. East of Joe Wilson Road along Bee Branch Creek is the quiet Winding Hollow neighborhood. This friendly community was developed in 2000 and is now home to over 230 households. Residents enjoy beautiful views of Waterford Oaks Park with access to the east and secluded living with the convenience of nearby shopping and schools. Public Improvement Districts ("PIDs") provide a development tool that allocates costs according to the benefits received. A PID can provide a means to fund supplemental services and improvements to meet community needs which could not otherwise be constructed or provided and be paid by those who most benefit from them.



PROPOSED BUDGET FY 2018-2019

Board of Directors

Jennifer Hutchinson, President
Gina Guillory, Treasurer
Toby Gentry

Winding Hollow PID #3
Fund 0325



<i>ACTUAL 2015-2016</i>	<i>ACTUAL 2016-2017</i>	<i>BUDGET 2017-2018</i>	<i>ESTIMATED 2017-2018</i>	<i>PROPOSED 2018-2019</i>
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BEGINNING FUND BALANCE	\$	-	\$	-	\$	27,307	27,307	\$	55,195	
REVENUES										
Property Taxes	\$	-	\$	34,715	\$	36,595	\$	42,448	\$	44,980
Investment Income	-		225		150		565	\$	600	
Miscellaneous	-		-		-		-	\$	-	
TOTAL OPERATING REVENUES	-		34,940		36,745		43,013		45,580	
EXPENDITURES										
Supplies	-		-		100		325		600	
Maintenance	-		-		1,500		200		1,500	
Services	-		1,761		1,000		2,600		3,500	
Insurances	-		-		-		-		-	
Utilities	-		-		900		-		900	
Miscellaneous	-		-		150		-		150	
TOTAL OPERATING EXPENDITURES	-		1,761		3,650		3,125		6,650	
PID Enhancements	-		5,872		19,500		12,000		19,500	
Transfers Out	-		-		-		-		-	
TOTAL OPERATING TRANSFERS	-		5,872		19,500		12,000		19,500	
TOTAL EXPENDITURES	-		7,633		23,150		15,125		26,150	
NET CHANGE	\$	-	\$	27,307	\$	13,595	\$	27,888	\$	19,430
ENDING FUND BALANCE	\$	-	\$	27,307	\$	40,902	\$	55,195	\$	74,625

Windsor Park PID #4

(0328)

In 2017, the residents of Windsor Park subdivision petitioned to become the city's fourth public improvement district, or PID. On August 29, 2017 per City Council Resolution R17-493, the Windsor Park Public Improvement District was established and formally created by ordinance of City Council on December 10, 2017. Public Improvement Districts ("PIDs") provide a development tool that allocates costs according to the benefits received. A PID can provide a means to fund supplemental services and improvements to meet community needs which could not otherwise be constructed or provided and be paid by those who most benefit from them. The Windsor Park Neighborhood was established in 1988 and currently has 520 residential properties.

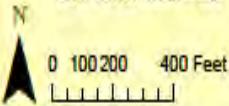


Board of Directors (To be Appointed)
Emelda Martin, President
Tracey Williams, Treasurer
Carolyn Walker
Denise Ortiz

**Public Improvement District (PID) #4
Boundary
(Windsor Park Addition)**

July 2017

Land Area = 131.3 Acres
Land Parcel Count = 520



BELT LINE



Windsor Park PID #4
(Revenues, Expenditures and Change in Fund Balance)
Fund 0328



ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
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BEGINNING FUND BALANCE	\$	-	\$	-	\$	-	\$	-
REVENUES								
Property Taxes	\$	-	\$	-	\$	-	\$	68,000
Investment Income	-		-		-		-	400
Miscellaneous	-		-		-		-	-
City Contributions	-		-		-		-	-
TOTAL OPERATING REVENUES	-		-		-		-	68,400
EXPENDITURES								
Supplies	-		-		-		-	200
Maintenance	-		-		-		-	2,000
Services	-		-		-		-	7,865
Insurances	-		-		-		-	-
Utilities	-		-		-		-	4,800
Leases/Rentals	-		-		-		-	-
Miscellaneous	-		-		-		-	135
TOTAL OPERATING EXPENDITURES	-		-		-		-	15,000
OTHER EXPENDITURES								
PID Enhancements	-		-		-		-	53,000
TOTAL OTHER EXPENDITURES	-		-		-		-	53,000
TOTAL EXPENDITURES	-		-		-		-	68,000
NET CHANGE	-		-		-		-	400
ENDING FUND BALANCE	\$	-	\$	-	\$	-	\$	400

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Library Donation Fund (0312)

This is a Non-Major Special Revenue Fund established to tract donations and grants made to the Cedar Hill Public Library. The donations and grants made to the Library are typically specific in nature and are to be spent for Library programming, equipment or materials. These funds are restricted for purposes funding public Library programs.



PROPOSED BUDGET FY 2018-2019

Library Fund
(Revenues, Expenditures and Change in Fund Balance)
Fund 0312



ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
---------------------	---------------------	---------------------	------------------------	-----------------------

BEGINNING FUND BALANCE	\$ 121,489	\$ 123,147	\$ 107,118	\$ 107,118	\$ 98,910
REVENUES					
Interest Income	494	995	575	1,567	1,350
Donations	9,000	3,300	-	3,000	3,000
Grants	-	-	-	-	-
Miscellaneous	48,203	20,440	8,000	22,226	30,000
TOTAL REVENUES	57,697	24,735	8,575	26,793	34,350
EXPENDITURES					
Computer Supplies	-	-	-	-	-
Subscription Services	-	-	-	-	-
Special Services	31,634	36,097	30,000	30,000	30,000
Library History Collection	-	-	-	-	-
Miscellaneous	9,972	4,667	10,000	5,000	4,350
Transfer to Another Fund	14,434	-	-	-	-
TOTAL OPERATING EXPENDITURES	56,040	40,764	40,000	35,000	34,350
NET CHANGE	1,657	(16,029)	(31,425)	(8,207)	-
ENDING FUND BALANCE	\$ 123,147	\$ 107,118	\$ 75,693	\$ 98,910	\$ 98,910

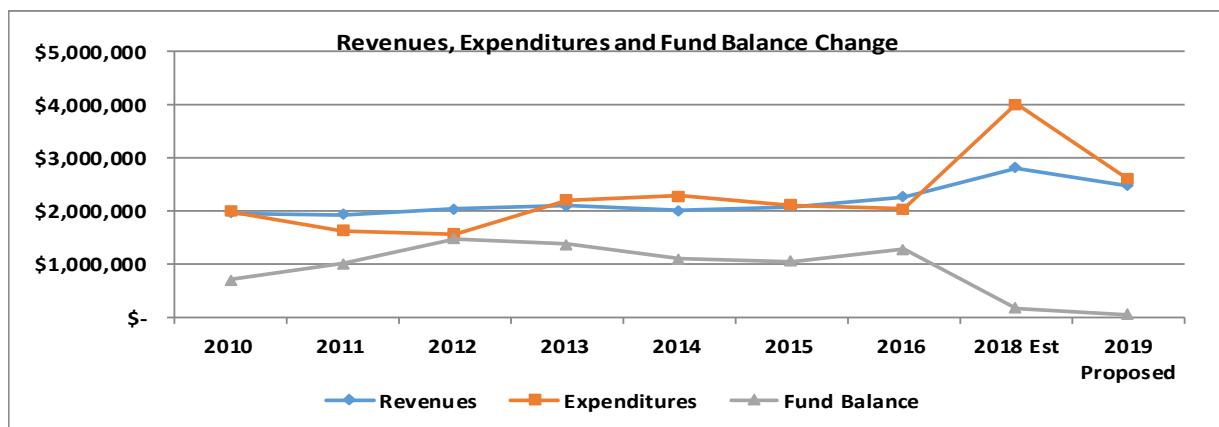
Landscape and Beautification Fund

(0317)

This is a non-major special revenue fund established to record solid waste collection revenues and expenditures. This fund also provides for landscaping and contract mowing. The City contracts with Waste Management of Dallas for curbside solid waste pickup. The contract was renewed for five years on December 13, 2016 which included amendments which revised the rates. The revised residential rates were effective June 05, 2017 while revised commercial rates were effective February 1, 2017. Contract services are paid through this fund. A portion of residential billed services is retained in this fund to support landscape and beautification projects.



PROPOSED BUDGET FY 2018-2019



**Landscape and Beautification Fund
(Revenues, Expenditures and Change in Fund Balance)**
Fund 0317



	ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
BEGINNING FUND BALANCE	\$ 1,050,998	\$ 1,277,954	\$1,376,308	\$ 1,376,308	\$ 169,052
REVENUES					
Sanitation Billing Fees	2,125,000	2,339,632	2,385,000	2,387,138	2,430,000
Late Fee-Trash	44,478	44,271	45,000	47,559	47,000
Tree Mitigation Fees	78,600	95,325	20,000	7,350	-
Interest Income	4,885	9,834	8,500	9,000	5,000
Miscellaneous	14,008	995	1,000	357,374	1,000
	2,266,971	2,490,057	2,459,500	2,808,420	2,483,000
EXPENDITURES					
Waste Services	1,828,501	2,005,168	2,069,400	2,219,168	2,304,668
Other Services	10,000	17,823	100,000	11,500	-
Maintenance - Landscape/Beautification	13,341	40,921	160,000	4,999	50,000
Capital	54,018	227,791	900,000	1,630,009	-
Transfers Out	134,156	100,000	150,000	150,000	250,000
TOTAL OPERATING EXPENDITURES	2,040,016	2,391,703	3,379,400	4,015,676	2,604,668
NET CHANGE	226,955	98,354	(919,900)	(1,207,256)	(121,668)
ENDING FUND BALANCE	\$ 1,277,954	\$ 1,376,308	\$ 456,408	\$ 169,052	\$ 47,384
% OF OPERATING EXPENDITURES	63%	58%	14%	4%	2%



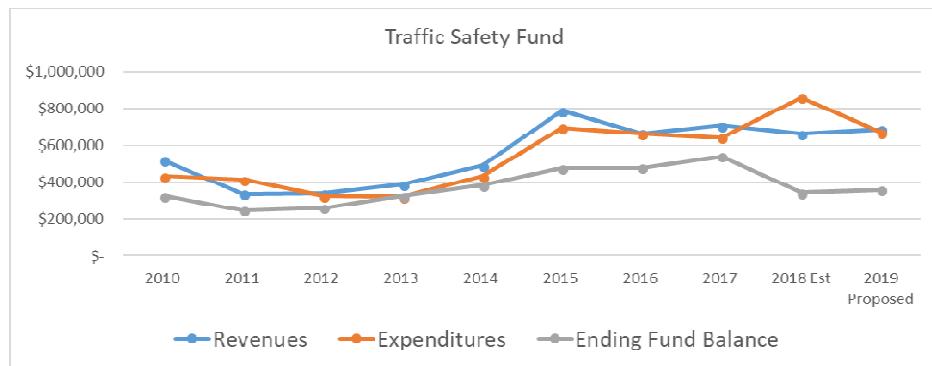
Traffic Safety Fund

(0318)

This is a Non-Major Special Revenue Fund established by Ordinance 2006-306 and authorized by the State of Texas Transportation Code, Title 7, Chapter 707. The fund is formally called the "Photographic Traffic Signal Enforcement Program" but the most common name is the "Red Light Camera Fund". The state statute requires 50% of the revenue collected from red light camera violations less amounts authorized for deductions by the City are to be sent to the state comptroller annually. The revenues retained by the City have restricted uses relating to traffic enforcement, traffic safety and intersection safety improvements.



PROPOSED BUDGET FY 2018-2019



TRAFFIC SAFETY FUND
(Revenues, Expenditures and Change in Fund Balance)
FUND 0318



ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
---------------------	---------------------	---------------------	------------------------	-----------------------

BEGINNING FUND BALANCE	\$ 476,046	\$ 478,196	\$ 541,694	\$ 541,694	\$ 344,537
REVENUES					
Interest	2,595	5,934	4,050	11,200	12,000
Red Light Camera Penalties ¹	662,815	700,525	600,000	652,756	675,000
TOTAL OPERATING REVENUES	\$ 665,410	\$ 706,459	\$ 604,050	\$ 663,956	\$ 687,000
EXPENDITURES					
Personnel Costs	70,266	53,220	57,500	63,568	64,420
Services and Supplies	409,453	448,150	452,550	468,400	447,880
State Portion of Fees	-	-	-	-	-
Miscellaneous	83,529	33,266	37,900	82,644	54,500
Capital/Transfers.	100,012	108,325	165,000	246,500	105,874
TOTAL OPERATING EXPENDITURES	\$ 663,260	\$ 642,961	\$ 712,950	\$ 861,112	\$ 672,674
NET CHANGE	\$ 2,150	\$ 63,498	\$ (108,900)	\$ (197,156)	\$ 14,326
ENDING FUND BALANCE	\$ 478,196	\$ 541,694	\$ 432,794	\$ 344,537	\$ 358,863
% of Operating Expenditures	72.1%	84.2%	60.7%	40.0%	53.3%

Police Federal Forfeiture Fund (0320)

This is a Special Revenue Fund to account for Federal Seized Funds established by the Crime Control Act of 1984 to receive proceeds of forfeiture. The City receives funds for participating in joint law enforcement operations in cooperation with Federal agents. This fund is to be used enhance public safety and security. This is accomplished by removing the proceeds if crime and other assets relied upon by criminals to perpetuate their criminal activity against our community. These funds are restricted for public safety use only.



PROPOSED BUDGET FY 2018-2019

POLICE FEDERAL FORFEITURE FUND
Revenue, Expenses and Changes in Fund Balance
Fund 0320



2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
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REVENUES

Interest earnings	224	50	716	1,000
Police Forfeiture/Seizures	65,457	22,874	10,000	

TOTAL REVENUES \$ 65,681 **50** \$ 23,681 **11,000**

EXPENDITURES

Miscellaneous 4,797 9,400 7,915 8,000

ENDING FUND BALANCE \$ 60,884 \$ 51,534 \$ 76,660 \$ 79,660

Crime Control and Prevention District

CCPD

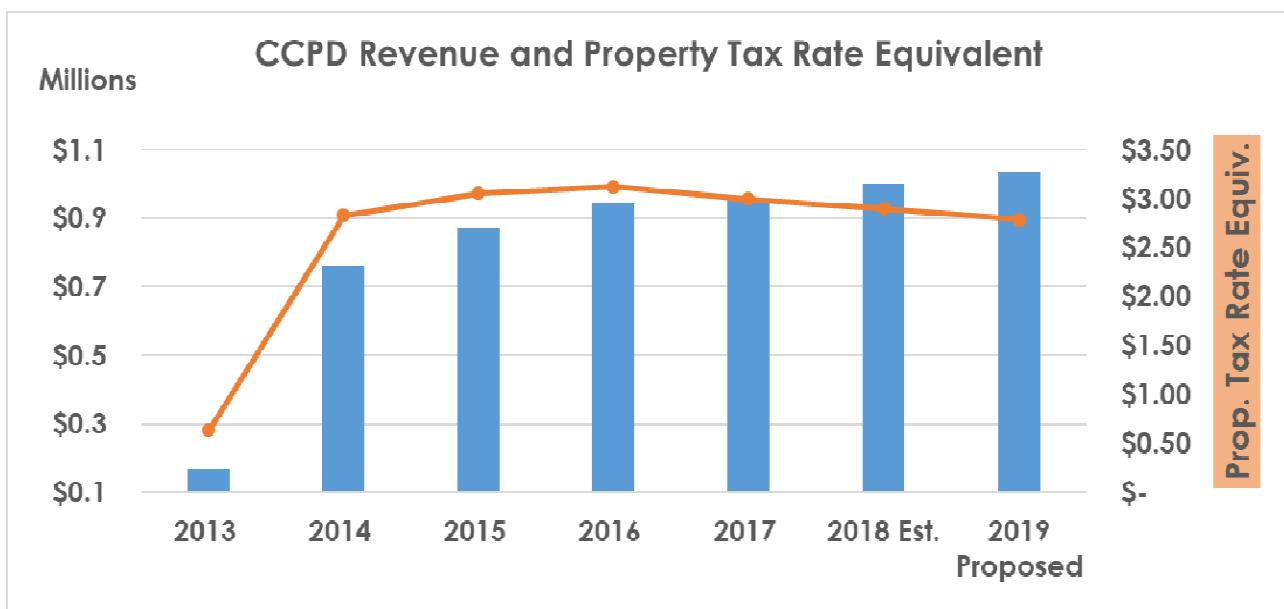
(0322)

This is a Non-Major Special Revenue Fund supported by a 1/8% sales tax collected in a Crime Control Prevention District (CCPD). The sales tax is collected for the purpose of crime control and prevention within the City. The special purpose sales tax was first approved by the voters in a general election held on November 06, 2013. The first distribution of sales tax was in July 2014. The sales tax was renewed by the votes on November 7, 2017 for a period of 15 years. The sales tax is restricted only to the operations of the CCPD as stipulated in the Local Government Code, Section 363.151.



BUDGET

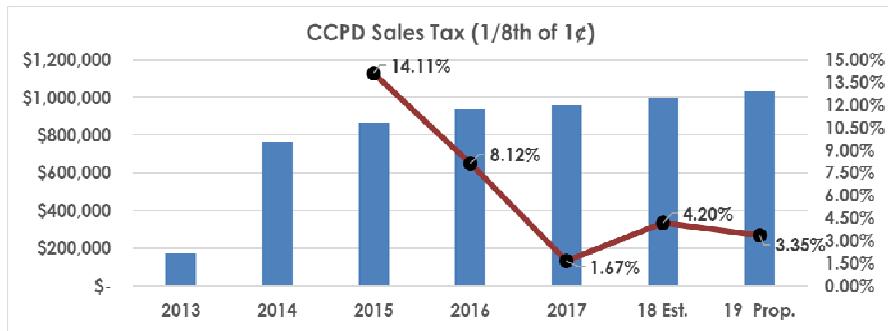
FY 2018-2019



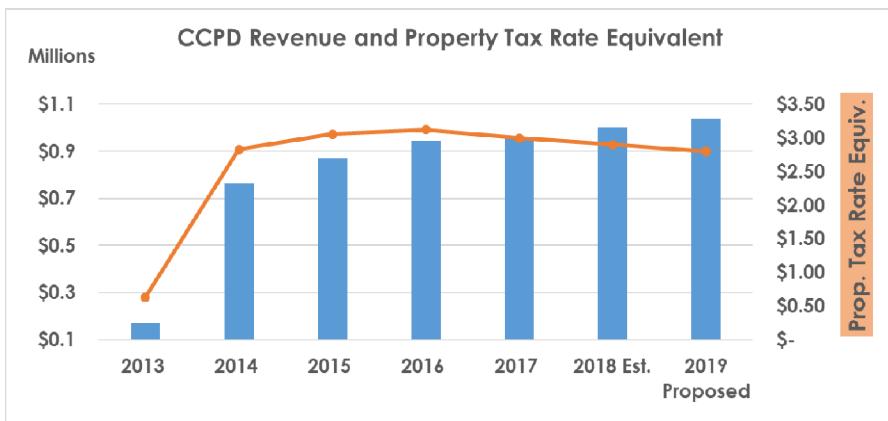
Crime Control and Prevention District CCPD (0322)

Comments:

- Sales tax budget at 1.6% or \$16,700 less than the 2017-2018 Budget
 - ✓ This Budget is supported by a "voted" sales tax of 1/8th of 1¢; the sales tax went back to the voters on November 6, 2017; as a result of the successful election, the CCPD sales tax will continue for 15 years or until 2033. The first collections was in July 2013.



- Tax Rate Equivalent - the CCPD Sales tax is approaching an equivalent of 3¢ on the property tax rate.



- No New Programs or Increases in staffing levels
- Budget Includes:
 - ✓ Police Market Adjustment (Same as General Fund Public Safety)
 - ✓ Continues same staffing levels as 2017-2018 (6 Officers) - P.A.C.T.
 - ✓ Continuation of Crossing Guard commitment to Cedar Hill ISD of \$50,000
 - ✓ 1X Cost to replace a color printer
 - ✓ Crime watch supplies and materials for neighborhoods
 - ✓ Supplies and materials for community outreach programs (i.e. National Night Out)
 - ✓ Maintenance of Grady Lamb Building
 - ✓ The budget is increasing overall less than 1% or 3,366.
- Fund Balance
 - ✓ The CCPD fund balance at FYE 2018 will be at 30% of expenditures or \$320,006
 - ✓ The CCPD fund balance at FYE 2019 will remain at 30%

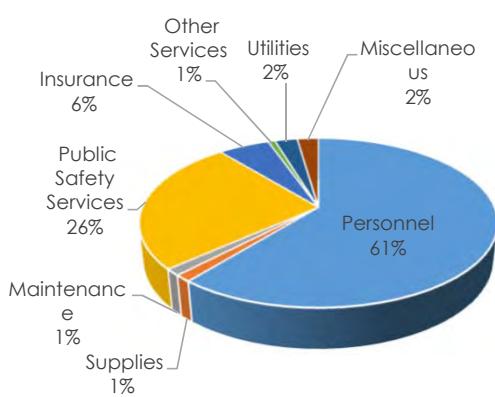
CRIME CONTROL DISTRICT SALES TAX FUND
(Revenues, Expenditures and Change in Fund Balance)
Fund 0322



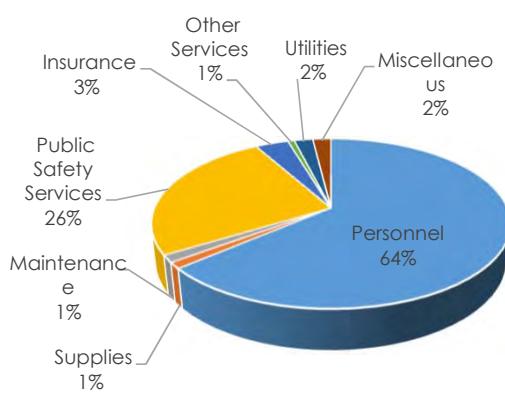
ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017- 2018	PROPOSED 2018-2019
---------------------	---------------------	---------------------	-------------------------	-----------------------

BEGINNING FUND BALANCE	\$ 250,172	\$ 313,921	\$ 343,952	\$ 343,952	\$ 320,006
REVENUES					
Sales Tax	\$ 940,477	\$ 956,165	\$ 1,046,400	\$ 996,303	\$ 1,029,700
Interest	671	1,939	1,500	2,880	3,000
Miscellaneous Income/Donations	2,500	-	-	800	3,300
TOTAL OPERATING REVENUES	943,648	958,103	1,047,900	999,983	1,036,000
EXPENDITURES					
Personnel	612,126	574,251	626,400	624,917	657,900
Supplies	5,206	6,264	13,265	9,200	12,200
Maintenance	4,170	8,401	12,965	13,000	14,000
Services	170,353	243,047	263,710	263,725	263,750
Insurances	51,387	54,794	56,600	67,567	36,546
Other services	3,407	5,824	7,735	6,685	7,175
Utilities	22,619	22,835	24,775	22,385	20,525
Miscellaneous	10,632	12,655	23,430	16,450	20,150
TOTAL OPERATING EXPENDITURES	879,900	928,072	1,028,880	1,023,929	1,032,246
NET CHANGE	63,748	30,031	19,020	(23,946)	3,754
ENDING FUND BALANCE	\$ 313,921	\$ 343,952	\$ 362,972	\$ 320,006	\$ 323,760
% OF OPERATING EXPENDITURES	36%	37%	35%	31%	31%

2017-2018 Budget

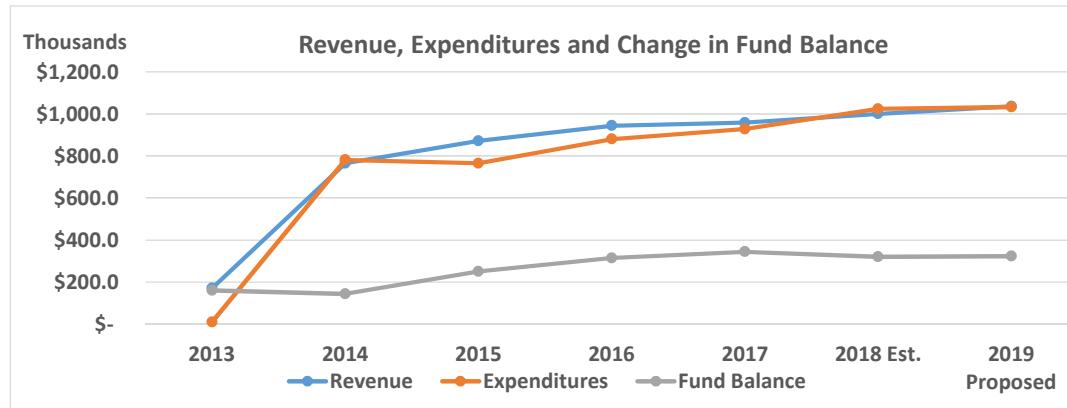


2018-2019 Proposed Budget

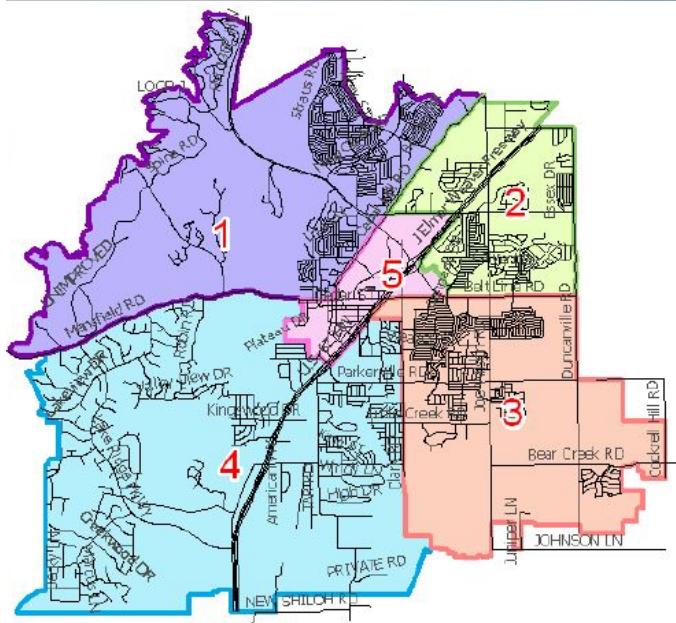


**Crime Control and Prevention District CCPD
(0322)**

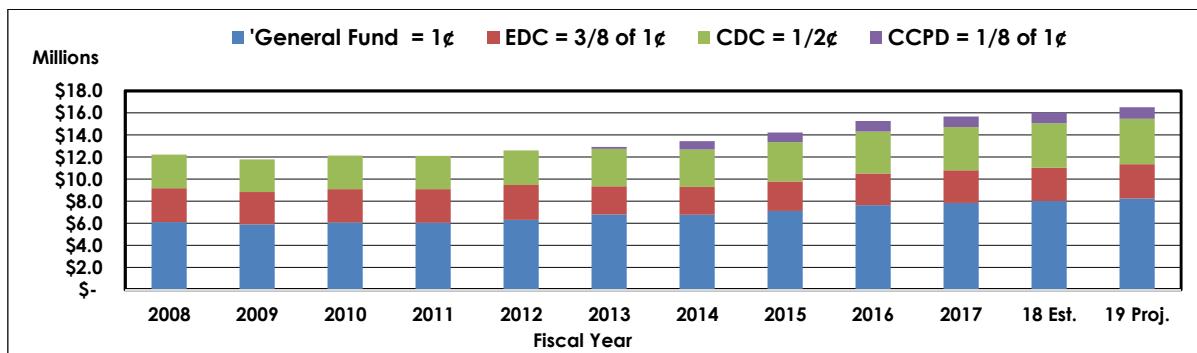
	ACTUAL 2012-2013	ACTUAL 2013-2014	ACTUAL 2014-2015	ACTUAL 2015-2016	ACTUAL 2016-2017	ESTIMATED 2017-2018	PROPOSED 2018-2019
Beginning Fund Balances	-	160,484	144,020	250,172	313,921	343,952	320,006
Revenues	170,674	764,328	870,927	943,648	958,103	999,983	1,036,000
Expenditures	10,190	780,792	764,775	879,900	928,072	1,023,929	1,032,246
Gain (loss)	160,484	(16,464)	106,152	63,748	30,031	(23,946)	3,754
Ending Fund Balances	160,484	144,020	250,172	313,921	343,952	320,006	323,760
% Of Expenditures		18.4%	32.7%	35.7%	37.1%	31.3%	31.4%



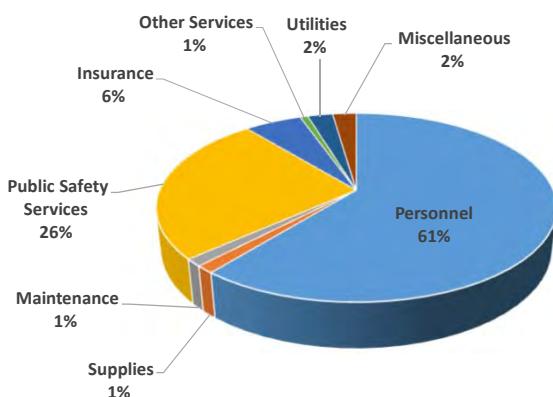
Police And Community Team — P.A.C.T
FUNDED BY CRIME CONTROL AND PREVENTION DISTRICT



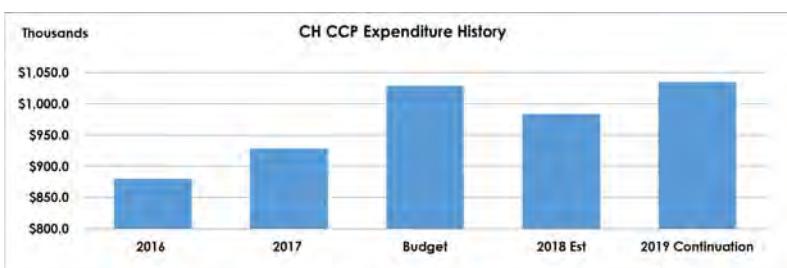
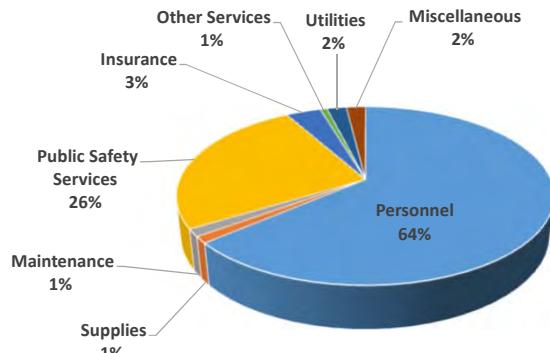
Crime Control and Prevention District - CCPD Sales Tax by Fiscal Year									
Fiscal Year	City-wide Budget	Total Sales Tax Received	1¢ City	3/8 of 1¢ EDC	1/2¢ CDC	1/8 of 1¢ CCPD	Total Received	% Chg Yr/Yr	% of Budget
2008	12,600,000	12,224,819	6,112,410	3,056,205	3,056,205	-	12,224,819	5.2%	97.02%
2009	13,077,500	11,772,591	5,886,296	2,943,148	2,943,148	-	11,772,591	-3.7%	90.02%
2010	12,600,000	12,123,569	6,061,784	3,030,892	3,030,892	-	12,123,569	3.0%	96.22%
2011	12,000,000	12,091,229	6,045,614	3,022,807	3,022,807	-	12,091,229	-0.3%	100.76%
2012	12,350,000	12,598,457	6,299,228	3,149,614	3,149,614	-	12,598,457	4.2%	102.01%
2013	12,351,500	12,896,112	6,786,900	2,545,088	3,393,450	170,674	12,896,112	2.4%	104.41%
2014	13,695,000	13,428,345	6,755,253	2,533,220	3,377,627	762,245	13,428,345	4.1%	98.05%
2015	14,252,320	14,201,864	7,110,420	2,666,407	3,555,210	869,827	14,201,864	5.8%	99.65%
2016	14,563,065	15,246,533	7,629,897	2,861,211	3,814,948	940,477	15,246,533	7.4%	104.69%
2017	15,850,240	14,699,497	7,839,731	2,939,899	3,919,866	956,165	15,655,661	2.7%	98.77%
18 Est.	16,684,990	15,041,658	8,022,218	3,008,332	4,011,109	996,303	16,037,961	2.4%	96.12%
19 Proj.	16,492,124	15,462,424	8,246,626	3,092,485	4,123,313	1,029,700	16,492,124	2.8%	100.00%



2017-2018 Budget



2018-2019 Proposed



DEPARTMENT DESCRIPTION

The members of the Cedar Hill Crime Control and Prevention District are dedicated to providing the highest quality service that promotes and maintains a safe environment in partnership with the community consistent with our values.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- Engages in Community Oriented Policing (COP) to deliver the highest quality of police services in partnership with our community members.
- Promotes community, government and police partnerships; proactive problem solving and community engagement to address causes of crime, fear of crime, and community issues.
- Works directly with crime watch groups, other city departments, businesses, CHISD Police, community groups and citizens in providing information, crime prevention techniques and resolving community crime concerns.
- Demonstrates that proactive policing helps prevent crimes and engages citizens in keeping the city safe.
- Meets the requirements of a community-related crime prevention strategy for a police-community and school-police cooperation programs as outlined in Local Government Code.

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Projection	FY2018-19 Goal
Meet and problem solve with neighborhood watch groups, businesses, and CHISD using SARA (Scan, Analyze, Respond, Assess) model	24	24	24
Conduct Citizens Police Academy Alumni Association / Citizens On Patrol Training	1 (per year)	1 (per year)	1 (per year)
# of Community Awareness Events	52	52	52

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY16 Actual	FY17 Actual	FY18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Police Sergeant	1	1	1	1	0
Police Corporal	1	1	1	1	0
Police Officer	4	4	4	4	0
Total	6	6	6	6	0



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Economic Development Incentive Fund (0326)

This is a Special Revenue Fund. The Fund was established with a one-time appropriation from the General Fund in FY 2016-2017 for the purposes as allowed under Chapter 380 of the Texas Local Government Code. THE EDIF funds will be utilized under policy initiatives as establish by City Council related to Economic Development programs and initiatives.



PROPOSED BUDGET FY 2018-2019

ECONOMIC DEVELOPMENT INCENTIVE FUND
FUND 0326



	ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	BUDGET 2018-2019
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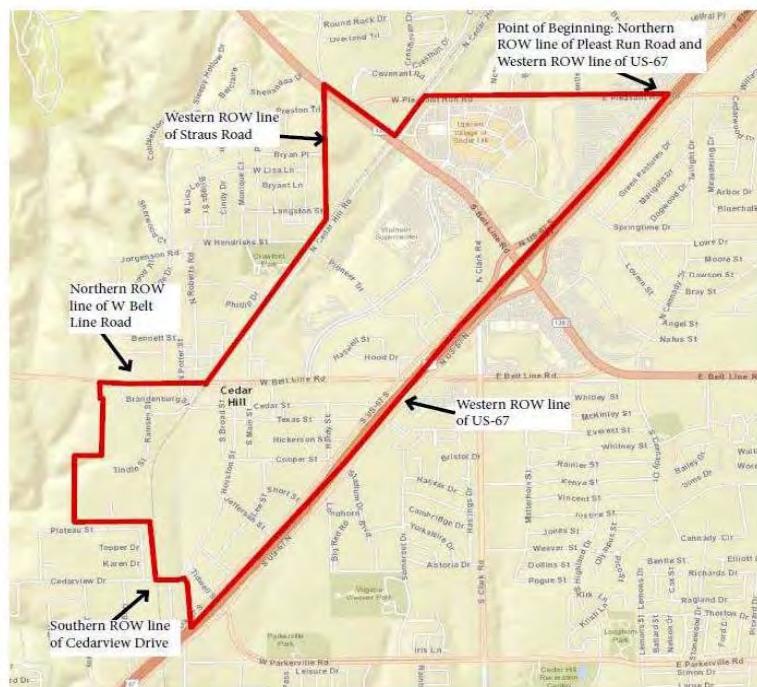
BEGINNING FUND BALANCE	\$ -	\$ -	\$ 100,000	\$ 100,000	\$ 101,327
REVENUES					
Interest income	-	-	250	1,327	1,500
Transfer in from the General Fund	-	100,000	-	-	-
TOTAL OPERATING REVENUES	-	100,000	250	1,327	1,500
EXPENDITURES					
Economic Development Incentives	-	-	-	-	-
TOTAL OPERATING EXPENDITURES	-	-	-	-	-
NET CHANGE	-	100,000	250	1,327	1,500
ENDING FUND BALANCE	\$ -	\$ 100,000	\$ 100,250	\$ 101,327	\$ 102,827

TAX INCREMENT FUND (TIF) (0327)

A tax increment fund for the Zone (the "TIF Fund"), also may be referred to as a TIRZ, was established December 13, 2016 by Ordinance No. 2016-607 of the City Council in accordance with Section 311 of the Texas Tax Code.



The TIF Zone as presented below is known as the "City Center TIF".



TIF FUND
(Revenues, Expenditures and Change in Fund Balance)
FUND 0327



ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	BUDGET 2018-2019
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BEGINNING FUND BALANCE	\$	-	\$	-	\$	38,880
REVENUES						
Property tax (75% of Increment)	\$	-	\$	92,000	\$	38,880
Interest income		-		-		45,000
Charges to other gov'ts		-		-		1,375
Transfers In		-		-		-
TOTAL OPERATING REVENUES		-		92,000		46,375
OPERATING EXPENDITURES						
TIF Administrative Expenses		-		-		-
Other TIF Expenses		-		-		-
TOTAL OPERATING EXPENDITURES		-		-		-
OTHER EXPENDITURES						
Capital Outlay		-		-		-
Transfers Out		-		-		-
TOTAL OTHER EXPENDITURES		-		-		-
TOTAL EXPENDITURES		-		-		-
NET CHANGE				92,000		38,880
ENDING FUND BALANCE				\$ 92,000		\$ 38,880
				\$ 85,255		

BUDGET FY2018-19

Water and Sewer Funds

Water and Sewer Funds

Operations Fund

- 0100 Water & Sewer Operations Fund

Departments

- 190 Utility Services
- 700 Public Works Administration
- 760 Water & Sewer Operations
- 799 Non-Departmental/Debt Service

BUDGET FY 2018-2019

WATER AND SEWER FUND AND SYSTEM OVERVIEW

The Utility Fund is an Enterprise Type Fund in which utility rates charged to customers are used to finance water and wastewater operations. As an Enterprise Fund, it accounts for operations that are financed and operated in a manner similar to private business enterprise. For this fund, three components make the equivalent of Fund Balance: working capital (current assets net of current liabilities), impact fees on hand, capital bond proceeds on hand and other restricted funds such as the Water and Sewer Fund Special Projects Fund. Rates are established to target an ending fund balance/working capital balance equivalent to 90 - 120 days or 30% of operating expenses.

There are two major cost components associated with the Utility Fund, maintenance of the water and wastewater distribution system as well as wholesale water and wastewater treatment. The City has contracted with the Trinity River Authority (TRA) for wastewater treatment and Dallas Water Utilities (DWU) for water supply. The City does not operate a water or sewer treatment facility. The City's costs for these contractual obligations, other maintenance costs and annual debt requirements are supported by rates and charges of the City's Utility System as adopted by Ordinance. The goal and objective are for the Water and Sewer Fund revenues to equal and/or exceed its operating expenditures.

Customer water accounts are monitored through metering reading accomplished with an AMI System (Advanced Metering Infrastructure). The City maintains over 16,300 metered connections. The City's core infrastructure includes 318 miles of water mains and 246 miles of sewer lines with 18 sewer lift station facilities. The water distribution system includes 2 active elevated storage tanks and 3 ground storage tanks for a total storage capacity of 17.75 million gallons of water.

WATER AND SEWER RATE CONSIDERATIONS

In 2017, the City contracted with Willdan Financial Services to perform a comprehensive cost of services study to include reasonable and customary rates and charges that would support the City's water and wastewater systems including capital programs. On May 15, 2018, Willdan presented to City Council an annual update.

Over half of the total fiscal obligations of the Water and Sewer Fund operations are levied by Dallas Water Utilities and the Trinity River Authority. Willdan's forecast shows these charges will continue to rise in the future due to both significant capital improvement programs to replace aging infrastructure and expanded capacity, as well as the increase costs of treating and conveying water and wastewater. TRA rates are expected to steadily increase over the five-year rate forecast outlook. DWU rates may see some leveling in the interim due to a recent one-time settlement. However, their rates will resume an upward trend as identified in the five-year outlook.

In recognition of the increasing service delivery costs and the relative absence of additional options for mitigating future cost increases, Willdan recommended a 5% water and 5% sewer rate adjustment to be effective October 1, 2018. The proposed rate increase will sustain the current water and sewer capital improvement plan of approximately \$3 million annually and maintain the water and sewer fund working capital balances at 30% or better. The rate proposal will also help the water and sewer system maintain its required ratio of working capital (fund Balance) to its annual debt requirements at 1.25 times.

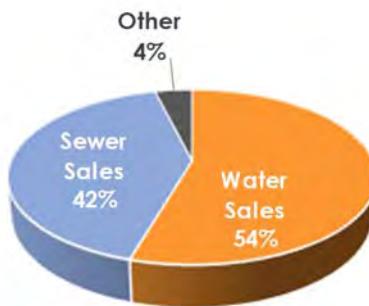
BUDGET FY 2018-2019

REVENUES

FY 2018-2019 revenue from rates and charges of the system are estimated to be \$18,697,800 which is an increase of 5% generated from an increase of water and sewer rates as recommended by the City's rate analyst and proposed by City staff. The following table is the City's FY 2018-2019 budget of revenues which reflect a 5% increase in consumer rates which will generate an increase in revenue of 5% (variance is compared to estimated):

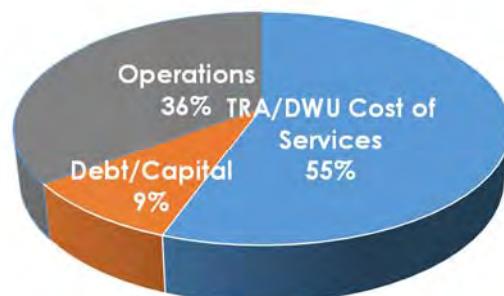
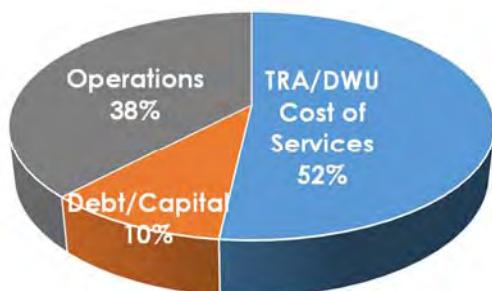
Major Sources of Revenue:	FY 18 Budget	FY18 Estimated	FY19 Proposed	% Var
Water Revenue:	10,000,000	9,709,561	10,200,000	5.1%
Sewer Revenue:	7,500,000	7,395,000	7,775,000	5.1%
Other	764,600	710,409.36	722,800	1.7%
Total	18,264,600	17,814,970	18,697,800	5.0%

The distribution of sales per services are as follows for Fiscal Year 2018-2019:



EXPENDITURES

Total Utility Fund expenditures for FY 17-18 were budgeted at \$18,234,735 with cost of water and sewer services being 35% of the budget and other expenditures including operations, debt and transfers being 65% of budget. These same cost categories for FY 2018-2019 have shifted to 55% for cost of water and sewer services and 45% for other operational costs. The major cost shift in categories is the direct result of sewer treatment costs.



BUDGET FY 2018-2019

The City continues to be proactive in monitoring the cost of water and sewer services through TRA and DWU and is sensitive to the upward pressure of these costs on the rates of the City's Utility. The City is aware that both service providers (TRA and DWU) have operational and capital models reflecting rate increases to their customer cities.

The following table reflects the City's Water and Sewer Fund Budget for FY 2019 which is increasing 5% over prior year budget or \$843,300 which as depicted in the table below is driven by the City's sewer treatment cost. Sewer treatment cost is a 19% increase over FY 2017-2018. The Water and Sewer 2018 Budget is estimated to be exceeded by \$335,329 which is also due to sewer treatment costs. The revenue increases from rates and charges are estimated to cover the cost of operations and services in FY 2018-2019.

Major Cost Categories	FY17 Actual	FY18 Budget	FY18 Estimated	FY19 Budget	% of Total	% Var ¹
Water Purchased	3,622,868	3,724,600	3,749,255	3,755,500	20%	1%
Sewer Treatment ²	5,020,910	5,716,300	6,336,003	6,825,919	36%	19%
Operations	5,508,430	5,705,155	5,514,130	5,520,181	29%	-3%
Debt/Capital	333,009	1,868,680	1,750,676	1,730,453	9%	-7%
Transfers out	1,665,300	1,220,000	1,220,000	1,246,000	7%	2%
Total	16,150,517	18,234,735	18,570,064	19,078,053	100%	5%

¹ Variance is compared to PY Budget(which was basis in Rate Study Results)

² Adjusted for prior year and current year true-ups (net)

DEBT SERVICE

It is the policy of the City to establish utility rates enough to provide adequate funds to service utility debt, both cross-pledged tax, as well as revenue debt and revenue bonds. There are no outstanding revenue bonds with related coverage ratios. Budgeted Debt Service of \$1,727,453 for Fiscal Year 2019 is decreasing by \$20,200. The City's Capital Improvement Plan includes capital funding of \$3,000,000 for water and sewer system improvements in Fiscal Year 2019. It is anticipated that these bonds will be sold in 2019 with debt payments beginning in fiscal year 2020. The Water and System current debt obligations are as follows:

	General Obligation			Certificates of Obligation			Total - Water and Sewer		
	Bonds			Bonds			Self-Supporting Bonds Outstanding		
	Principal	Interest	Total P&I	Principal	Interest	Total P&I	Principal	Interest	Total P&I
2019	693,205	215,916	909,121	520,000	298,333	818,333	1,213,205	514,248	1,727,453
2020	605,000	188,575	793,575	560,000	252,625	812,625	1,165,000	441,200	1,606,200
2021	625,000	162,800	787,800	585,000	233,863	818,863	1,210,000	396,663	1,606,663
2022	660,000	135,800	795,800	600,000	212,875	812,875	1,260,000	348,675	1,608,675
2023	675,000	107,775	782,775	630,000	190,625	820,625	1,305,000	298,400	1,603,400
2024-2025	2,350,000	173,875	2,523,875	3,455,000	626,547	4,081,547	5,805,000	800,422	6,605,422
2026-2033	-	-	-	1,340,000	194,059	1,534,059	1,340,000	194,059	1,534,059
2034-2038	-	-	-	740,000	66,500	806,500	740,000	66,500	806,500
Total P&I	5,608,205	984,741	6,592,946	8,430,000	2,075,426	10,505,426	14,038,205	3,060,167	17,098,372

In the table above the Water and Sewer System will have amortized 48% of its current debt at the end of 5 years (2033).

BUDGET FY 2018-2019

CAPITAL PROJECTS AND EQUIPMENT

The Water and Sewer System Capital Projects are generally funded by bond issues. The City will issue bonds in 2019 to fund the capital improvement projects in the CIP plan as follows:

Texas Plume Water Line	\$900,000
Lorch Park Water Line	\$1,500,000
Lorch Park Sewer Line	\$450,000
Various Sewer Line Improvements	\$250,000
Lakeridge Parkway Water Storage Site Acquisition	\$300,000
Parkerville Water Storage Facility Improvements	\$150,000
Total Infrastructure	\$3,550,000

In addition to infrastructure the Wastewater System is proposing to finance a Sewer Vac Truck used in sewer pipe clean out operations. The cost of replacement for the existing 2006 Sewer Vac Truck is estimated to be \$420,000.

IN SUMMARY

The City's Utility Fund capital and operating budget provides a framework to deliver on its mission "to provide safe, reliable, competitively priced utility services in an environmentally responsible manner to enhance the quality of life in our community. The following budget statements demonstrates that the City's rate structure will continue to provide stability into Fiscal Year 2018-2019 but indicates some drawdown of reserve balances for one-time costs.

Water and Sewer Fund**(0100)**

This fund is a business-enterprise fund accounting for the City's water and sewer utilities including water distribution, sewer plan operations and treatment, water billing and meter reading. The system is self-supporting with rates and charges determined by an annual rate analysis to determine the adequacy of revenue to support operations, capital improvements and debt commitments.

**PROPOSED BUDGET
FY 2018-2019**

Sewer Water	Connections to System						
	2018	2017	2016	2015	2014	2013	2012
	14,974	14,925	14,879	14,798	14,342	14,035	13,858
	16,381	16,335	16,262	16,125	15,522	15,382	15,257
<hr/> Fathom-----Eden-----							
	6/30/2018	9/30/2017	9/30/2016	9/30/2015	9/30/2014	9/30/2013	9/30/2012
"All customer classes"							
% Change Year/Year	0.3%	0.4%	0.8%	3.9%	0.9%	0.8%	

WATER & SEWER
(Revenues, Expenditures and Change in Fund Balance)
Fund 0100



ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
---------------------	---------------------	------------------------	-----------------------

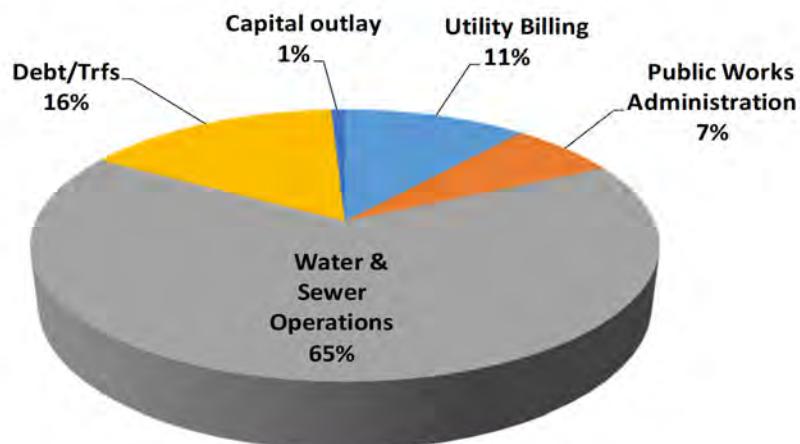
BEGINNING FUND BALANCE	\$ 6,478,902	\$ 6,809,930	\$ 6,809,930	\$ 6,054,836
REVENUES				
Water Sales	\$ 9,546,653	\$ 10,000,000	\$ 9,709,561	\$ 10,200,000
Sewer Sales	7,482,584	7,500,000	7,395,000	7,775,000
Charges for Services	706,872	695,000	600,295	611,000
Miscellaneous Income	156,443	69,600	110,114	111,800
TOTAL REVENUES	\$ 17,892,551	\$ 18,264,600	\$ 17,814,970	\$ 18,697,800
EXPENDITURES				
Information Technology	0	0	0	0
Utility Billing	1,892,286	2,132,470	2,024,285	2,143,060
Public Works Administration	1,216,733	1,354,955	1,239,255	1,271,933
Water & Sewer Operations	10,968,850	11,464,740	12,124,225	12,494,897
Debt Service/Transfers	3,428,922	3,103,570	2,999,947	3,008,063
Capital outlay	54,732	179,000	182,352	160,100
TOTAL EXPENDITURES	\$ 17,561,524	\$ 18,234,735	\$ 18,570,064	\$ 19,078,053
NET CHANGE	\$ 331,027	\$ 29,865	\$ (755,093)	\$ (380,253)
ENDING FUND BALANCE	\$ 6,809,930	\$ 6,839,795	\$ 6,054,836	\$ 5,674,583

38.90% 37.88% 32.93% 30.00%

BUDGET FY 2018-2019

EXPENDITURE BY CATEGORY

FY18/19 Proposed Expense Budget



Budget: \$19,078,053

BY DEPARTMENT

* Includes Budgeted Positions (Filled & Vacant)

Full Time & Part-Time Budgeted Positions

FTE = 2,080 Hours

WATER & SEWER FUND STAFFING SCHEDULE

	Actual	Actual	Budgeted	Proposed	Compare 18/19	19
DEPARTMENT	FY16	FY17	FY18	FY19	Diff PY (#)	% of total
Dpt. 190 - Utility Services	10	10	11	11	0	29%
Dpt. 700 - Public Works Administration	12	12	12	11	-1	29%
Dpt. 760- Waste & Wastewater Operations	16	16	16	16	0	42%
WATER & SEWER FUND	38	38	39	38	-1	

DEPARTMENT DESCRIPTION

The Cedar Hill Utility Services Department is responsible for delivering responsive, accurate and high-quality utility support services, including customer contact and support (telephone, walk-in and field operations); meter installations, programming and maintenance, payment processing/cashiering for water, sewer, solid waste, recycling and ambulance subscription services, and Government Center welcome/reception services.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Contract Administration** – Ensure that the utility billing and AMI infrastructure support contractor (Fathom) and the trash/recycle collection contractor (Waste Management) are performing in accordance with their approved City contracts. Act as the City liaison for contract related issues, pay invoices, track financial and operational performance, including annual budget development, and produce related reports as required.
- **Customer Services** – Respond to and assist customers on the telephone or in-person with questions or concerns regarding utility issues, assist customers with routine utility services functions (payments, service start/stop service, etc.). Interact with the City's billing and IVR software to provide utility related research and analysis and optimize billing services.
- **Field Services** – Provide services related to maintaining and repairing water meters, setting and programming new meters, ensuring system communications connectivity, performing disconnect and reconnect services, obtaining manual meter reads when/if required and assisting customers in the field with questions on infrastructure and billing related issues.
- **Operations Analysis** – Ensure the department's operational and business processes, including software functionality, are operating at peak efficiency. Use technical assessment, system reports and other diagnostic tools to continuously evaluate system and process performance to optimize performance. Identify deficiencies and suggest improvements.
- **Visitor/Reception Center** – Serve as first point of contact for Government Center visitors, respond to customer inquiries and concerns, serve as the City's contract customer service representative on trash/recycling issues and act as the customer contact spokesperson for City messaging.

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Projection	FY2018-19 Goal
Customer Service: Less than .1% calling customers in wait queue or on hold longer than 5 minutes	UNK	Est 5%	< .1%
Customer Service: 25% of customers registered on customer portal	8%	12%	25%
System Performance: Missed AMI reads per cycle less than 75	400	250	< 75

EXPENDITURE SUMMARY

Expenditures by Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed	Budget Variance (\$)
Personnel	683,193	660,168	773,270	763,249	824,070	50,800
Supplies	141,610	88,008	112,500	71,253	79,090	(33,410)
Maintenance	2,641	5,210	4,500	3,500	4,000	(500)
Services	1,048,565	1,126,209	1,219,000	1,164,965	1,213,550	(5,450)
Utilities	4,360	4,242	6,500	5,914	6,500	-
Lease/Rentals	-					
Miscellaneous	10,235	8,449	16,700	15,405	15,850	(850)
Capital	22,510	39,280	-	-	-	-
TOTAL	1,913,114	1,931,566	2,132,470	2,024,285	2,143,060	10,590

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Utilities Manager	0	1	1	1	0
Customer Service Manager	1	0	0	0	0
Operations Analyst	0	0	1	1	0
Customer Service Specialist	1	1	1	1	0
Senior Customer Service Representative	1	2	2	2	0
Senior Utility Billing Representative	1	0	0	0	0
Senior Utility Billing Field Technician	1	1	1	1	0
Utility Services Field Technician	1	2	2	2	0
Customer Service Representative	4	3	3	3	0
TOTAL	10	10	11	11	0

DEPARTMENT DESCRIPTION

Public Works Administration, Engineering, Geographic Information Systems (GIS) and Environmental are all functions of this department. Together they plan, design, build and maintain the public infrastructure in a manner that is consistent with Professional Engineering Principles and to preserve and enhance the resources of our built and natural environment.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Administer departmental operations** - Provide engineering, environmental and technical staff support for Public Works functions including Operations (Fleet Maintenance, Water and Sewer and Streets and Drainage Divisions)
- **Geographic Information Systems (GIS)** – Provide services utilizing GIS to Public Works, City Planners, Emergency Services, Neighborhood & Tourism, Economic Development and the Public at large.
- **Environmental & Sustainability** – Manage and monitors beautification programs, backflow prevention devices, mosquito control, grease abatement, and MS4 program.
- **Review development plans and plats (DRC Cases)** - Review plans to assure conformance to City design standards, ordinances and accepted engineering practices and provide inspection services to assure compliance with plans and specifications
- **Manage Capital Projects** - Coordinate and manage the design and construction of water, sewer, drainage and streets Capital Improvement Projects (CIP), and provide inspection services to assure compliance with plans and specifications
- **Provide citizen assistance** - Inform citizens and offer advice pertaining to traffic, drainage and various related issues

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 Estimate	FY2018-19 Projections
% of Right-of-Way Work Permits approved/ reviewed w/in 5 days	N/A	90%	90%
% of record drawings and plats to GIS w/in 10 days	90%	90%	95%
GIS requests prompt response %	86%	90%	90%

Compliance % to MS4 Permit	100%	100%	95%
# of "Adopt Cedar Hill" Partnerships	25	20	10
% of Plan Review w/in 5 days	N/A	90%	90%
Collection % w/in 10 days for Developer Fees	88%	85%	85%
# of Community Outreach Events	3 events	4 events	4 events

EXPENDITURE SUMMARY

Expenditures by Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed	Budget Variance (\$)
Personnel	898,163	1,038,251	1,222,935	1,064,046	1,102,783	(120,152)
Supplies	18,625	19,257	17,000	29,503	30,295	13,295
Maintenance	9,591	10,483	10,150	13,543	11,790	1,640
Services	76,777	39,670	55,345	65,745	59,065	3,720
Utilities	3,193	3,849	4,300	6,135	6,725	2,425
Lease/Rentals	-	-	-	-	-	-
Miscellaneous	125,517	105,223	45,225	60,283	61,275	16,050
Capital	24,515	-	59,000	56,256	-	(59,000)
TOTAL	1,156,380	1,216,73	1,413,955	1,295,511	1,271,933	(142,022)



PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Public Works Director	1	1	1	1	0
Assistant Public Works Director	1	1	1	0	(1)
City Engineer	1	1	1	1	0
Civil Engineer	1	1	1	1	0
Environmental Project Coordinator	1	0	0	0	0
Environmental Manager	0	1	1	1	0
GIS Coordinator	1	1	1	1	0
Senior Construction Inspector	2	1	1	1	0
Environmental Construction Inspector	0	1	1	1	0
Executive Assistant	0	1	1	1	0
GIS Technician	1	1	1	1	0
Administrative Secretary	2	2	2	2	0
TOTAL	12	12	12	11	(1)

❖Note: The Assistant Public Works Director Position was budgeted but unfilled in prior years. It is not included in the FY18/19 proposed budget.

EQUIPMENT & PROGRAM REQUEST

Programs	Recurring Cost	One-Time Cost	City Manager Proposed	Funded
Sustainability Plan Update	-	50,000	-	No

City Of Cedar Hill
Budget Program Request FY 2018-2019

Department: Public Works

Program One (1): Sustainability Plan Update

Year # 1 of Request, initial request was in FY19

Program Cost: \$ 50,000

(note for personnel cost include salary, benefits, equipment and uniforms for each new staff member, indicate all one-time Cost and Recurring Cost in your description)

Tax Rate Impact (if known):

Included in City Manager's Budget: No

Program Description:

This program requests \$50,000.

Give a **detailed** description of the program

- The Sustainability Plan was created in 2011 and needs an update to reflect the current and future needs of the City.
- The Sustainability Plan update will be guided by the Beautification and Environmental Sustainability Board, City staff and City Council.
- Nearly all objectives of the current Sustainability Plan were completed.
- The proposed update has a one-time cost of \$50,000 to hire a consultant to help develop a new plan.

Options:

- 1) General Fund
- 2) Water and Sewer

If this program is not funded:

- Master plan updates are not regularly budgeted due to the periodic nature of update needs.

This program reflects City Council's Premier Statements:

The Sustainability Plan update is consistent in Cedar Hill's vision to protect its character where families and businesses flourish in a safe and clean environment because our environment is an asset of value and worth protecting.

Finance Department's Comments:

DEPARTMENT DESCRIPTION

The Water and Sewer Department provides superior customer service through a well-maintained water distribution and wastewater collection infrastructure for Cedar Hill citizens and businesses.

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

- **Maintain water distribution system** - Ensure that water mains, valves and fire hydrants function properly and that adequate water pressure is consistently maintained
- **Maintain wastewater collection system** - Minimize service interruptions - due to blockages
- **Maintain water pump stations** - Ensure that pump stations function properly
- **Respond to customer requests** - Resolve all water and sewer complaints

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Projection	FY2018-19 Estimate
Monitor water quality by performing bacteriological and chemical tests	600 test	600 test	600 test
Televise sanitary sewer line	12,500 feet	15,000 feet	25,000 feet
Flush dead-end mains	800	890	1,900
Perform water system repairs	133	220	125
Perform wastewater system repairs	88	200	75

EXPENDITURE SUMMARY

Expenditures by Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed Budget	Budget Variance (\$)
Personnel	1,153,581	1,152,011	1,206,020	1,174,306	1,206,233	213
Supplies	131,638	151,950	119,050	123,810	126,160	7,110
Maintenance	234,781	551,605	220,500	270,500	240,175	19,675
Services	9,647,277	8,747,011	9,539,900	10,200,066	10,696,649	1,156,749
Utilities	352,911	336,560	353,520	328,228	197,440	(156,080)
Lease/Rentals	6,481	4,618	5,000	5,000	6,000	1,000
Miscellaneous	16,320	25,095	20,750	22,315	22,240	1,490
Capital	51,289	15,452	120,000	126,096	160,100	40,100
TOTAL	11,594,277	10,984,302	11,584,740	12,250,321	12,654,997	1,070,257

PERSONNEL SUMMARY (full-time equivalent positions – includes vacant positions)

Position by Title	FY 16 Actual	FY 17 Actual	FY18 Actual	FY2018-19 Proposed Budget	Budget Variance (#)
Public Works Operations Manager	1	1	1	1	0
Utilities Supervisor	1	1	1	1	0
Utilities Maintenance Crew Chief	4	4	4	4	0
Utilities Technician	2	2	2	2	0
Mechanic	1	1	1	1	0
Utilities Maintenance Worker	7	7	7	7	0
TOTAL	16	16	16	16	0

EQUIPMENT & PROGRAM REQUEST

All equipment below included in the FY18/19 City Manager's Budget

Replacement Vehicles	Estimated Cost	Equipment Lease Cost	Funded
International/Vactor Combination Truck	\$400,000	N/A	Yes♦
One-Ton Crew Cab Service Truck	\$44,100	N/A	Yes
Half-Ton Extended Cab 4X4 Truck	\$28,000	N/A	Yes
F750 Dump Truck	\$88,000	N/A	Yes

♦ - Item Financed, financing cost included in debt cost (see department 799)

DEPARTMENT DESCRIPTION

This budget group is used for water and sewer debt service, transfers and other non-departmental expenditures (referring to activities that are not assigned to a particular department within the Water and Sewer Fund).

DEPARTMENT/DIVISION CORE FUNCTIONS

The core functions of the department align to the City's Premier Statements

To fund the water and sewer debt service funds, transfers and non-departmental.

SERVICE LEVEL ANALYSIS

Following is an analysis of KPIs (Key Performance Indicators) of core services:

Service Provided	FY2016-17 Actual	FY2017-18 YE Estimate	FY2018-19 Projected
Make transfers and debt service payments according to the budget & covenants	100%	100%	100%

EXPENDITURE SUMMARY

Expenditures by Category	FY 16 Actual	FY 17 Actual	FY 18 Budget	FY 18 Estimate	FY2018-19 Proposed	Budget Variance (\$)
Personnel	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Services	10,181	19,606	14,890	29,270	31,610	16,720
Utilities	-	-	-	-	-	-
Lease/Rentals	-	-	-	-	-	-
Debt Service	1,611,977	1,744,016	1,868,680	1,750,676	1,730,453	(138,227)
Transfers	2,850,104	1,665,300	1,220,000	1,220,000	1,246,000	26,000
TOTAL	4,472,262	3,428,922	3,103,570	2,999,947	3,008,063	(95,507)

NO PERSONNEL

BUDGET FY2018-19

Water and Sewer Capital Funds

Water and Sewer Funds

Capital Funds

- 5000 Water Impact Fees
- 5001 Sewer Impact Fees
- 5002 Water & Sewer Special Projects
- 5003 Prorata Fund
- Water & Sewer 5 Year Capital Improvement Plan (CIP)
- 5500s Water & Sewer Capital Funds Summary
- Water & Sewer CIP by Project

Water Impact Fees

(Fund 5000)

Water Impact Fees are reported in the Financial Statement of the Water and Sewer Fund. Senate Bill 336, passed by the Texas Legislature in 1987, authorized cities to use impact fees as a source of funding. Chapter 395 of the Local Government Code provides guidance on calculating and establishing impact fees (capital recovery fees). They are defined as a charge imposed against new development to pay for the off-site construction or expansion of infrastructure facilities that are necessitated by and benefit the new development. The most recent local authorization and setting of the City's Impact Fees was established by Ordinance 2012-478. Impact Fees are reviewed every 5 years by a council appoint Advisory Committee.



Water Impact Fees
Revenue, Expenses and Changes in Fund Balance
Fund 5000



ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
---------------------	---------------------	---------------------	------------------------	-----------------------

BEGINNING FUND BALANCE	\$ 763,577	\$ 121,870	\$ 351,363	\$ 351,363	\$ 576,797
REVENUES					
Interest income	1,823	2,184	1,300	5,434	5,800
Water Impact Fees	154,684	227,309	-	220,000	100,000
TOTAL OPERATING REVENUES	156,506	229,493	1,300	225,434	105,800
EXPENDITURES					
Transfer to Another Fund	761,240	-	-	-	-
Eligible Water Impact Fee Projects	36,974	-	-	-	-
Water Impact Fee Study	-	-	-	-	-
TOTAL OPERATING EXPENDITURES	798,214	-	-	-	-
NET CHANGE	(641,707)	229,493	1,300	225,434	105,800
ENDING FUND BALANCE	\$ 121,870	\$ 351,363	\$ 352,663	\$ 576,797	\$ 682,597

Sewer Impact Fees

(Fund 5001)

Sewer Impact Fees are reported in the Financial Statement of the Water and Sewer Fund. Senate Bill 336, passed by the Texas Legislature in 1987, authorized cities to use impact fees as a source of funding. Chapter 395 of the Local Government Code provides guidance on calculating and establishing impact fees (capital recovery fees). They are defined as a charge imposed against new development to pay for the off-site construction or expansion of infrastructure facilities that are necessitated by and benefit the new development. The most recent local authorization and setting of the City's Impact Fees was established by Ordinance 2012-478. Impact Fees are reviewed every 5 years by a council appoint Advisory Committee.



Sewer Impact Fees
Revenue, Expenses and Changes in Fund Balance
Fund 5001



	ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
--	---------------------	---------------------	---------------------	------------------------	-----------------------

BEGINNING FUND BALANCE	\$ 1,023,785	\$ 192,268	\$ 271,127	\$ 192,268	\$ 266,273
REVENUES					
Interest income	3,706	2,118	1,400	4,017	4,500
Sewer Impact Fees	60,610	76,741	-	69,988	30,000
TOTAL OPERATING REVENUES	64,316	78,859	1,400	74,005	34,500
EXPENDITURES					
Transfer to Another Fund	895,833	-	-	-	-
Eligible Sewer Impact Fee Projects	-	-	-	-	-
Sewer Impact Fee Study	-	-	-	-	-
TOTAL OPERATING EXPENDITURES	895,833	-	-	-	-
NET CHANGE	(831,517)	78,859	1,400	74,005	34,500
ENDING FUND BALANCE	\$ 192,268	\$ 271,127	\$ 272,527	\$ 266,273	\$ 300,773

Water and Sewer Special Projects Fund

Fund 5002

This is an unrestricted fund established with funds from the Water and Sewer Fund from a settlement with Grand Prairie for water loss. The funds are restricted to specific uses: Rate Stabalization, Downtown Infrastructure and Water Quality as follows:

<i>Allocation of Water and Sewer Special Projects Fund</i>	<i>9/30/2016</i>	<i>9/30/2017</i>	<i>9/30/2018</i>
<i>Water & Sewer Rate Stabalization</i>	1,023,739.94	1,020,046.80	1,025,605.70
<i>Water Quality and Infrastructure</i>	443,126.39	264,975.77	270,446.32
<i>Downtown / City Center Infrastructure</i>	906,076.25	912,881.94	918,352
	2,372,942.58	2,197,904.51	2,214,404.51



Water and Sewer Special Projects Fund
(Revenue, Expenses and Changes in Fund Balance)
Fund 5002



ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
---------------------	---------------------	---------------------	------------------------	-----------------------

BEGINNING FUND BALANCE	\$ 2,491,540	\$ 2,372,943	\$ 2,197,905	\$ 2,197,905	\$ 2,197,905
REVENUES					
Interest income	10,890	20,527	16,500	-	16,500
Other sources-GP Settlement	-	-	-	-	-
Transfers in	-	-	-	-	-
TOTAL OPERATING REVENUES	\$ 10,890	\$ 20,527	\$ 16,500	\$ -	\$ 16,500
EXPENDITURES					
Special Services	-	-	-	-	-
Projects	129,488	195,565	-	-	-
TOTAL OPERATING EXPENDITURES	129,488	195,565	-	-	-
NET INCOME	(118,598)	(175,038)	16,500	-	16,500
ENDING FUND BALANCE	\$ 2,372,943	\$ 2,197,905	\$ 2,214,405	\$ 2,197,905	\$ 2,214,405

Prorata Fund

(Fund 5003)

This is the Water and Sewer Prorata Fee Fund. The fees are codified in Section 18-38 of the City's Code of Ordinances; when a property owner is benefited by water or sewer services made available where the lot or tract benefits by the value enhanced value due to the extension.



PROPOSED BUDGET FY 2018-2019

**Prorata Fees
Revenue, Expenses and Changes in Fund Balance
Fund 5003**



		ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
		\$ 636	\$ 3,385	\$ 8,731	\$ 3,385	\$ 18,408
BEGINNING FUND BALANCE						
REVENUES						
Interest income		10	62	25	138	150
Prorata Fees		2,739	5,319	-	14,885	-
TOTAL OPERATING REVENUES		2,749	5,381	25	15,023	150
EXPENDITURES						
Transfer to Another Fund		-	-	-	-	-
Prorata Expenses		-	-	-	-	-
TOTAL OPERATING EXPENDITURES		-	-	-	-	-
NET CHANGE		2,749	5,381	25	15,023	150
ENDING FUND BALANCE		\$ 3,385	\$ 8,766	\$ 8,756	\$ 18,408	\$ 18,558

Water & Sewer Capital Improvement Program

5 Year Plan FY 2019-2023

Water Projects - Summary

Estimated Expenditure (000's)							
Project Name/Number	PY Budgeted Amount	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	Total Estimated Cost
FUTURE FUNDING:							
1. Substandard Water Line Replacements	\$ -	\$ -	\$ 400	\$ -	\$ 400	\$ -	\$ 800
2. Mount Lebanon Road Water Line	\$ -	\$ -	\$ 50	\$ 1,500	\$ -	\$ -	\$ 1,550
3. Lake Ridge GST Design	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ 200
4. Lake Ridge GST Construction	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 2,500	\$ 3,500
5. Texas Plume Water Line	\$ -	\$ 900	\$ -	\$ -	\$ -	\$ -	\$ 900
6. Hwy-67 EST Repair & Painting	\$ -	\$ -	\$ -	\$ 1,300	\$ -	\$ -	\$ 1,300
7. Water & Sewer Master Plan	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ 200
8. Parkerville EST Repair & Painting	\$ -	\$ -	\$ 800	\$ -	\$ -	\$ -	\$ 800
Carryovers from Previous Year:							
9. Substandard Water Line Replacements	\$ 110	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110
10. High Drive Water Line Replacement ◆	\$ 303	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 303
11. Robin Road Water Line Replacement	\$ 400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 400
12. Lorch Park Water Line	\$ 100	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,600
13. Lakeridge Parkway GST Site Acquisition/Design	\$ 100	\$ 300	\$ -	\$ -	\$ -	\$ -	\$ 400
14. SCADA System Upgrades	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100
15. Flameleaf Pump Station Generator	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000
16. Kingswood GST Rehab.	\$ 375	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 375
17. Parkerville EST Overflow Improvements	\$ 50	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ 200
Total:	\$ 2,538	\$ 2,850	\$ 1,650	\$ 2,800	\$ 1,400	\$ 2,500	\$ 13,738

Sewer Projects - Summary

Estimated Expenditure (000's)							
Project Name/Number	PY Budgeted Amount	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	Total Estimated Cost
FUTURE FUNDING:							
1. I&I Rehabilitation Program	\$ -	\$ -	\$ 250	\$ -	\$ 250	\$ -	\$ 500
2. Sewer Main in RO-1 (Vineyard Development)	\$ -	\$ -	\$ 400	\$ -	\$ -	\$ -	\$ 400
3. Sewer Main/Decommission American Lift Station (RO-7)	\$ -	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,000
4. Sanitary Sewer Line Infill	\$ -	\$ -	\$ -	\$ 300	\$ -	\$ 300	\$ 600
Carryovers from Previous Year:							
5. Red Oak Basin I&I Rehabilitation Project	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250
6. Sewer Line at Lorch Park	\$ 50	\$ 450	\$ -	\$ -	\$ -	\$ -	\$ 500
7. Sanitary Sewer Infill	\$ 50	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ 300
8. I&I Rehabilitation Program	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 250
Total:	\$ 600	\$ 700	\$ 1,650	\$ 300	\$ 250	\$ 300	\$ 3,800

TOTAL WATER & WASTEWATER **\$ 3,138** **\$ 3,550** **\$ 3,300** **\$ 3,100** **\$ 1,650** **\$ 2,800** **\$ 17,538**

Funding Sources	Estimated Amount (000's)						
Certificates of Obligation Bonds- 2018	\$ 2,350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,350
Fund 5504, 5505	\$ 303	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 303
Fund 5506	\$ 110	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 110
Fund 5507	\$ 375	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 375
Certificates of Obligation Bonds- 2019	\$ -	\$ 3,550	\$ -	\$ -	\$ -	\$ -	\$ 3,550
Future Funding	\$ -		\$ 3,300	\$ 3,100	\$ 1,650	\$ 2,800	\$ 10,850
Total:	\$ 3,138	\$ 3,550	\$ 3,300	\$ 3,100	\$ 1,650	\$ 2,800	\$ 17,538

◆ Reconciling Item - High Drive Water Line Replacement

- estimated completion in FY18, amounts not used in the FY19 budgeted expenditure- Fund Statement



Water & Sewer Capital Funds
FY 2019 Fund Summary

2014 AMI - Water Meter Project	2014 Certificates of Obligation W/S	2018 Certificates of Obligation W/S	Proposed New Bond Issuance (2019 CO)	FY 19 Budgeted
Fund 5506	Fund 5507	Fund 5508	Fund TBD	Grand Total

ESTIMATED BEGINNING FUND BALANCE	\$ 111,117	\$ 376,005	\$ 2,352,400	\$ -	\$ 2,839,522
REVENUES					
Interest income	150	1,000	5,000		6,150
Bond Proceeds	-			3,550,000	3,550,000
Bond Premiums					-
Grant funds	-				-
TOTAL OPERATING REVENUES	\$ 150	\$ 1,000	\$ 5,000	\$ 3,550,000	\$ 3,556,150
EXPENDITURES					
Prior Year Carry-Over Projects	110,000	375,000	2,350,000	2,650,000	5,485,000
FY 2019 Planned Project Expenditures				900,000	900,000
Transfer to another fund					-
TOTAL OPERATING EXPENDITURES	110,000	375,000	2,350,000	3,550,000	6,385,000
NET CHANGE	(109,850)	(374,000)	(2,345,000)	-	(2,828,850)
ENDING FUND BALANCE	\$ 1,267	\$ 2,005	\$ 7,400	\$ -	\$ 10,672

Note W/S Capital Funds Closed in FY18

2007 Water & Sewer Revenue Bonds - Fund 5504

2008 Water & Sewer Revenue Bonds - Fund 5505

Active Water & Sewer Capital Projects

Project Name	Category	Explanation
Substandard Water Line Replacements	Water	Replacing undersized and deteriorated non-standard materials throughout the Water System
Mount Lebanon Road Water Line	Water	Water Line Replacement
Lake Ridge Parkway GST Design	Water	Design concrete ground storage tank
Lake Ridge Parkway GST Construction	Water	Construct concrete ground storage tank - 2MG (million gallon) capacity
Texas Plume Water Line	Water	Water Line Replacement
Hwy-67 EST Repair & Painting	Water	Highway 67 elevated storage tank repair and painting
Water & Sewer Master Plan	Water	Conduct Water & Sewer Master Plan
Parkerville EST Repair & Painting	Water	Parkerville elevated storage tank repair and painting
Substandard Water Line Replacement (High Drive Water Line Replacement)	Water	Replacement of water line east of Simmons Drive by upgrading existing pipe from 2" to 8"
Robin Road Water Line Replacement	Water	Water Line Replacement
Lorch Park Water Line	Water	Add new waterlines north of Lorch Park and new lines to connect Lorch Park to LakeRidge Parkway adding fire protection and capacity for growth
Lakeridge Parkway GST Site Acquisition/Design	Water	Site Acquisition & Design concrete ground storage tank
SCADA System Upgrades	Water	Install antenna towers at 3 lift stations, repair and replace alarms at lift station and improve overall communication with existing infrastructure for the Supervisory Control and Data Acquisition System
Flameleaf Pump Station Generator	Water	Design, build and install an emergency generator which will have the capacity to operate the entire Pump Station
Kingswood GST Rehab	Water	General Tank work to replace roof hatch, seal joints, paint (interior & exterior) and install new cooling system
Parkerville EST Overflow Improvements	Water	Install an underground drainage system to capture any overflow events from the Parkerville Rd. elevated storage tank
I&I Rehabilitation Program	Sewer	Infiltration & Inflow Mitigation Plan, Sanitary Sewer Line Rehabilitation - ongoing plan
Sewer Main in RO-1 (Vinyard Development)	Sewer	Sewer Main design and construction
Sewer Main/Decommission American Lift Station (RO-7)	Sewer	Sewer Main design and construction
Sanitary Sewer Line Infill	Sewer	Sanitary Sewer Line Infill
Red Oak Basin I&I Rehabilitation Project	Sewer	Red Oak Basin Infiltration & Inflow Mitigation Plan, Rehabilitation
Sewer Line at Lorch Park	Sewer	New Sanitary Sewer line 10" gravity line which adds capacity for anticipated growth and allows for the decommission of the Mt. Lebanon Lift Station in the future
Sanitary Sewer Infill Construction	Sewer	Sanitary Sewer Line Infill - Construction

Key Acronyms:

GST - Ground Storage Tank

EST - Elevated Storage Tank

SCADA - Supervisory Control And Data Acquisition

I&I - Inflow and Infiltration

RO - Red Oak Branch

Water & Sewer Capital Improvement Plan by Project

CIP	Project Description	2014 AMI - Water Meter Project	2014 Certificates of Obligation W/S	2018 Certificates of Obligation W/S	Proposed New Bond Issuance (2019 CO)	Grand Total as Budgeted
#		5506	5507	5508	TBD	FY19
S5	Red Oak Basin I&R Rehab	\$ -	\$ 125,000	\$ 125,000	\$ -	\$ 250,000
S6	Lorch Park Sewer line	\$ -	\$ -	\$ 50,000	\$ 450,000	\$ 500,000
S7	Sanitary Sewer Infill	\$ -	\$ -	\$ 50,000	\$ 250,000	\$ 300,000
S8	I&I Rehabilitation Program	\$ -	\$ 250,000	\$ -	\$ -	\$ 250,000
W05	Texas Plume Water Line	\$ -	\$ -	\$ -	\$ 900,000	\$ 900,000
W09	Substandard Water Line Replacement	\$ 110,000	\$ -	\$ -	\$ -	\$ 110,000
W11	Robin Road Water Line Replacement	\$ -	\$ -	\$ 400,000	\$ -	\$ 400,000
W12	Lorch Park Water Line	\$ -	\$ -	\$ 100,000	\$ 1,500,000	\$ 1,600,000
W13	Lakeridge Parkway GST Site Acquisition/Design		\$ -	\$ 100,000	\$ 300,000	\$ 400,000
W14	SCADA System Upgrades	\$ -	\$ -	\$ 100,000	\$ -	\$ 100,000
W15	Flameleaf Pump Station Generator	\$ -	\$ -	\$ 1,000,000	\$ -	\$ 1,000,000
W16	Kingswood GST Rehab.	\$ -	\$ -	\$ 375,000	\$ -	\$ 375,000
W17	Parkerville EST Overflow Improvements	\$ -	\$ -	\$ 50,000	\$ 150,000	\$ 200,000
Total		\$ 110,000	\$ 375,000	\$ 2,350,000	\$ 3,550,000	\$ 6,385,000

PY Carryover	FY 19	Total
\$ 2,835,000	\$ 3,550,000	\$ 6,385,000

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BUDGET FY2018-19

Internal Service Funds

Internal Service Funds

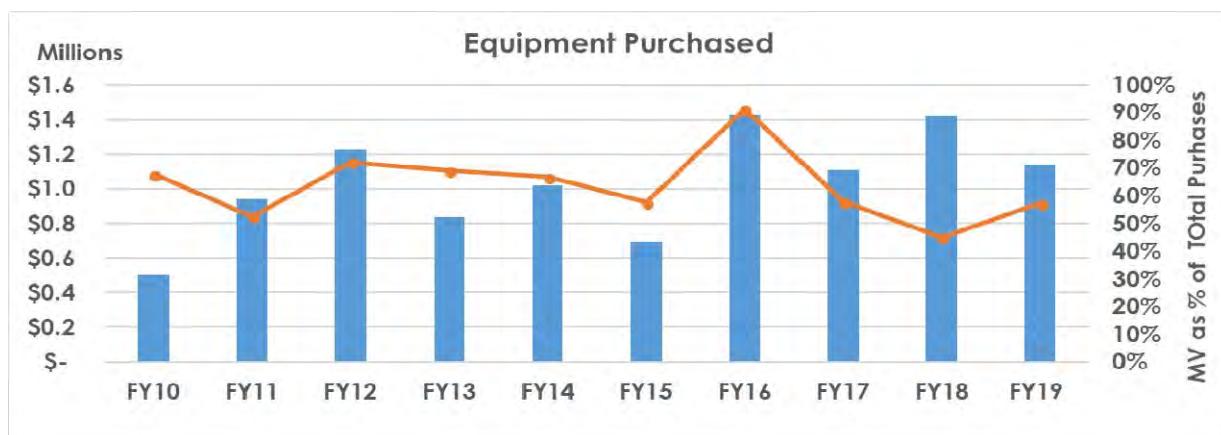
- 0040 Equipment Fund
- 0092 Self-Insurance Fund

Equipment Replacement Fund (0040)

This is an Internal Service Fund and serves all governmental funds of the City. The Fund is established to fund capital items of \$5,000 or greater in value. The equipment is purchased through this fund and each fund budgets a contribution (lease) back to the Equipment Fund on an amortized schedule based on the useful life of the equipment being purchased. The City Manager makes an annual recommendation to the City Council on what equipment is to be replaced. Funds are appropriated by City Council at the Department level as an equipment lease amount.



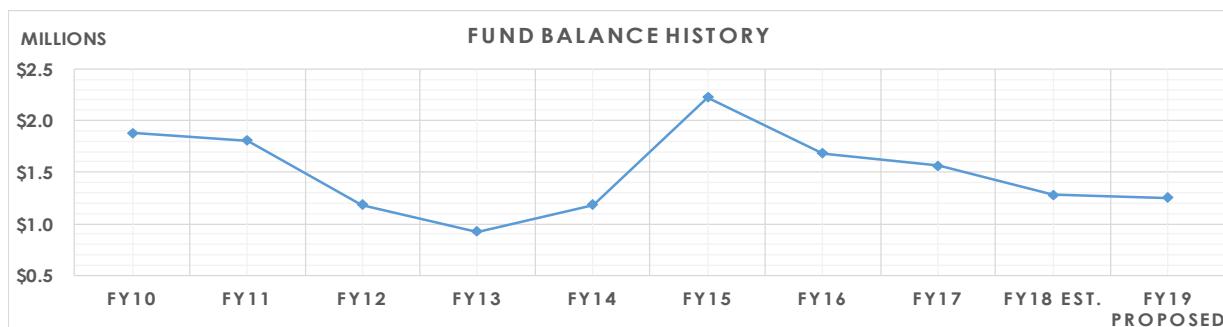
PROPOSED BUDGET FY 2018-2019



Equipment Lease Fund
(Revenues, Expenditures and Change in Fund Balance)
0040



	ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
BEGINNING FUND BALANCE	\$ 2,222,635	\$ 1,682,629	\$ 1,564,811	\$ 1,564,811	\$ 1,277,835
OPERATING REVENUES					
Interest Income	6,790	13,487	10,500	28,547	31,500
Lease Revenue	806,029	875,721	1,025,230	1,021,154	1,002,715
Gain/Loss on sale of fixed assets	60,289	80,274	55,000	85,000	75,000
Miscellaneous	-	19,359	-	3,000	1,500
Transfer in	14,434	-	-	-	-
TOTAL OPERATING REVENUES	887,542	988,841	1,090,730	1,137,701	1,110,715
OTHER SOURCES					
Proceeds from loan	-	-	-	-	1,770,000
TOTAL OTHER SOURCES	-	-	-	-	1,770,000
TOTAL REVENUES	887,542	988,841	1,090,730	1,137,701	2,880,715
EXPENDITURES					
Minor Apparatus	5,973	-	-	196,373	-
Motor Vehicles	1,305,443	641,019	613,500	640,165	2,420,175
Safety Equipment	3,180	88,025	220,700	240,993	71,000
Office Equipment	93,998	37,081	30,000	30,725	45,000
Miscellaneous	18,954	340,534	263,200	316,421	369,266
TOTAL OPERATING EXPENDITURES	\$ 1,427,548	\$ 1,106,658	\$ 1,127,400	\$ 1,424,678	\$ 2,905,441
NET CHANGE	\$ (540,005.62)	\$ (117,817.71)	\$ (36,670.00)	\$ (286,976.63)	\$ (24,726.00)
ENDING FUND BALANCE	\$ 1,682,629	\$ 1,564,811	\$ 1,528,141	\$ 1,277,835	\$ 1,253,109



EQUIPMENT FUND (0040) - PROPOSED EQUIPMENT REPLACEMENT

FY 2018/2019 BUDGET	EQUIPMENT REQUESTED:			RECOMMENDED:	NOT RECOMMENDED:	ANNUAL LEASE (w/interest)
	COST	LIFE	ANNUAL LEASE			
Emergency Management:	\$ 50,000		\$ 3,550			\$ 3,550
Warning Siren	50,000	20	\$ 3,550	X		3,550
Finance Department	\$ 138,500		\$ 12,105			\$ 12,105
Point-of-Sale (POS) Payment Processing System	138,500	15	\$ 12,105	X		12,105
Fire Department:	\$1,921,300		\$ 243,287			\$ 27,980
** Rescue Ambulance	270,000	5	\$ 59,455		X	-
Ford F150 Crew Cab	55,300	8	\$ 8,038	X		8,038
** Fire Truck	1,500,000	12	\$ 155,853		X	-
Rescue Stretcher	21,000	7	\$ 3,426	X		3,426
Mobile Data Computer	75,000	5	\$ 16,515	X		16,515
Fleet Department:	\$ 42,300		\$ 6,149			\$ 6,149
2500 Reg Cab Utility	42,300	8	\$ 6,149	X		6,149
Information Systems :	\$ 67,500		\$ 14,864			\$ 4,955
(50) Computers	45,000	5	\$ 9,909		X	-
(25) Computers	22,500	5	\$ 4,955	X		4,955
Parks Department:	\$ 264,600		\$ 48,944			\$ 27,253
Landscape Truck	58,500	7	\$ 9,545		X	-
(2) Infield Machines	27,400	5	\$ 6,034	X		6,034
Mini Sprayer	13,000	5	\$ 2,863		X	-
3/4 Ton Utility Bed Truck	38,200	5	\$ 8,412	X		8,412
1/2 Ton Pickup Truck 4X4	33,000	5	\$ 7,267	X		7,267
(2) Pond Fountains	14,000	10	\$ 1,686		X	-
(3) ZTR 60" Mowers	34,500	5	\$ 7,597		X	-
Irrigation Upgrades	46,000	10	\$ 5,541	X		5,541

EQUIPMENT FUND (0040) - PROPOSED EQUIPMENT REPLACEMENT

FY 2018/2019 BUDGET	EQUIPMENT REQUESTED:			RECOMMENDED:	NOT RECOMMENDED:	ANNUAL LEASE (w/interest)
	COST	LIFE	ANNUAL LEASE			
Police Department:	\$ 368,506		\$ 93,688			\$ 84,000
(5) Patrol Vehicles at \$50,000 each	250,000	4	\$ 67,538	X		67,538
Admin Vehicle	28,500	6	\$ 5,327	X		5,327
Admin Vehicle	28,500	6	\$ 5,327		X	-
Community Service Vehicle	30,000	8	\$ 4,361		X	-
(6) Tough Book Laptops	31,506	3	\$ 11,135	X		11,135
Streets Department:	\$ 94,000		\$ 17,406			\$ 6,396
One-ton Crew Truck	44,000	8	\$ 6,396	X		6,396
Skid Steer	50,000	5	\$ 11,010		X	-

	COST	ANNUAL LEASE AMOUNT
Total Equipment Requested	\$ 2,946,706	\$ 439,993
Total Proposed For Equipment Fund	\$ 903,206.00	\$ 172,387
** Total Proposed for Other Funding Sources	\$ 1,770,000	\$ -
Total Not Recommended for Equipment Fund	\$ 273,500	\$ 267,606

** Note these items will be purchased however they will not be funded by the Equipment Fund lease back program. They will be funded by private debt placement, see the Debt Service Fund (0030) for annual loan payments. The loan proceeds and related expenditures will be recorded in the Equipment Replacement Fund (0040) to facilitate equipment tracking.

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**Self Insurance Fund
(Internal Service Fund)
(0092)**

This is an Internal Service Fund which is a fund-type designed to account for goods or services provided by one city department for another. Charges are billed to departments to recover costs that are incurred (premiums etc.) Therefore, the City has established a self-insurance plan for city employees and their covered dependents for medical benefits. A commercial insurance company re-insures the city for individual claims in excess of \$100,000 currently.



**PROPOSED BUDGET
2018-2019**

SELF-INSURANCE FUND
(Revenues, Expenditures and Change in Fund Balance)
(0092)



	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
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BEGINNING FUND BALANCE	\$	-	\$ 86,930	\$ 86,930	\$ 553,649
REVENUES					
Interest	\$	-	\$ 1,350	5,000	5,000
Employee contributions		-	700,000	647,940	701,100
City contributions		-	3,171,005	3,241,283	3,116,280
Other contributions		-	53,000	62,514	70,000
Miscellaneous income		86,930	25,000	66,372	65,000
Transfer in		-	-	-	-
TOTAL REVENUES	\$ 86,930	\$ 3,950,355	\$ 4,023,109	\$ 3,957,380	
TOTAL FUNDS AVAILABLE	\$ 86,930	\$ 4,037,285	\$ 4,110,039	\$ 4,511,029	
EXPENDITURES					
Benefit Administration	\$	-	\$ 138,000	141,930	145,000
Benefit Stop Loss		-	679,160	670,987	702,000
Benefit Claim Payments		-	1,838,000	2,741,973	3,121,409
Other Contractual Services		-	15,360	1,500	2,000
Miscellaneous		-	-	-	-
TOTAL EXPENDITURES	\$ -	\$ 2,670,520	\$ 3,556,390	\$ 3,970,409	
NET CHANGE	\$ 86,930	\$ 1,279,835	\$ 466,719	\$ (13,029)	
ENDING FUND BALANCE	\$ 86,930	\$ 1,366,765	\$ 553,649	\$ 540,620	
Target Reserve:					\$ 400,000

BUDGET FY2018-19

General Governmental Capital Funds

General Governmental Capital Funds

Capital Project Funds

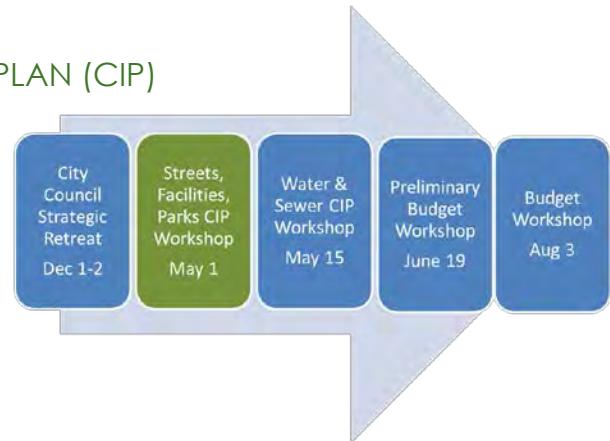
- 1000 Building Capital Maintenance
- 2000 General Capital Project Funds
- General Government 5 year (CIP)
 - Public Facilities
 - Parks
 - Streets
 - Drainage
- 2500 Street Impact Fees Fund
- 2600 Street Construction Fund
- 2601 Restricted Streets Fund
- 2700 Drainage Capital Fund
- 2701 Drainage Detention Fund
- 3000 Park Development Fee Fund

BUDGET FY2018-19

CAPITAL BUDGET NARRATIVE

BUDGET DEVELOPMENT CAPITAL IMPROVEMENT PLAN (CIP)

Capital Improvement Planning begins with the City Council strategic retreat. There the council identifies the 5-10-year major initiatives. Throughout the year staff uses this direction to develop a plan for capital needs. The plan is then reviewed and modified by the City Council at each CIP workshop.



PURPOSE OF THE CAPITAL IMPROVEMENT PLAN (CIP)

The CIP establishes a five-year funding schedule for the purchase, construction or replacement of physical assets of the City. Capital Improvements typically have a useful life of over 10 years and a value greater than \$5,000. The City of Cedar Hill develops its Capital Improvement Plan based on assessed needs, cash and financing required, and project or construction load. Each year projects are reviewed, and the CIP is adjusted to reflect new projects; projects that have been completed; or postponed for future years. Each project is approved and appropriated on a project budget basis. The total estimated expenditures for all active projects and new projects within the upcoming fiscal year are combined to create the annual **Capital Budget**. The **Capital Budget** is appropriated in the same manner as the annual operating budget. Funds for projects are appropriated on an annual basis. Projects approved for subsequent years are approved for planning purposes only and do not receive authority until they are included in the annual **Capital Budget**. The five-year CIP includes projects deemed highest priority and necessary to meet the demands of growth as well as to properly maintain the infrastructure of the City.

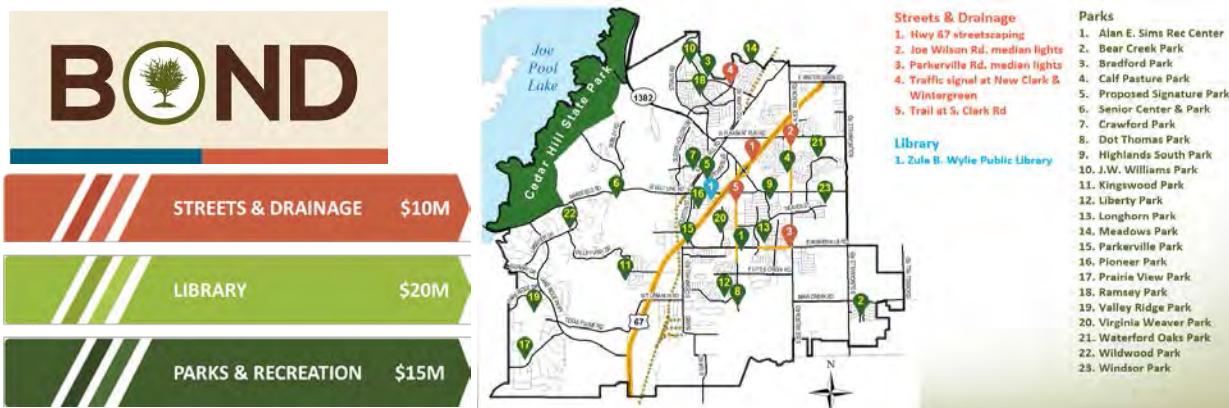
CIP Projects are separated into various funds based on the type of project to be constructed. However, many projects span several funds and may be included in both the General Governmental Capital Projects Funds and the Water and Sewer Capital Projects Funds. For instance, a street reconstruction project may also require drainage, water, and wastewater improvements and may also have a cooperative state grant component. Therefore the same project could be listed in the General Governmental CIP listing and the Water & Sewer CIP listing.

The City of Cedar Hill's primary funding source for the Capital Improvement Program is the issuance of long-term debt. Many of the **General Governmental Capital Projects** are funded by General Obligation Bonds (GO's). These bonds are approved by voters and are backed by the full faith and credit of the city. For Water and Sewer Capital projects, the city issues bonds that are supported by the revenues generated solely by operations of those funds and are only used for improvements to the corresponding systems.

BUDGET FY2018-19

The City may also elect to use Certificates of Obligations (CO's) which are financial instruments that pledge **specific revenues** to repay debt. These instruments have been issued for both water and sewer capital projects and general government capital projects.

The funding for the majority of **General Governmental Capital Projects** is the result of several bond programs authorized and approved by the voters dating back to 2008 with the most recent bond program approved in November of 2017. The newest bond issuance authorized \$45 million to finance the construction of projects identified by a task force appointed by the City Council to evaluate the city's needs. Thru a series of public meetings, citizen surveys and planning studies, the task force identified three propositions that all passed. The allocation included: **proposition A** - \$10 million for streets and drainage, **proposition B** - \$20 million for a new library and **proposition C** - \$15 million for parks and recreation. The bond program authorized \$45 million in total with a six-year plan to sell a specific amount per year. As of September 30, 2018, \$4.2 million has been sold and a planned \$6.9 million to be sold during fiscal year 2019 resulting in a remainder of \$33.9 million of unsold bonds at the end of fiscal year 2019.



General Governmental CIP

The general governmental projects include street infrastructure, drainage projects, facility improvements, street lighting and illumination as well as parks and trails improvements.

A portion of the authorized, unissued bonds will be sold in future years according to the Five-Year CIP plan. This plan is maintained and managed by the City Manager and staff but is approved annually. Annually projects are reprioritized within the plan based on council request, citizen input, maintenance schedules and anticipated growth due to development projects. Other factors may affect the plan such as the capacity to sell debt, cash-flows and project or construction load.

BUDGET FY2018-19

Water & Sewer CIP

Important updates to the City's water and wastewater system have been identified and prioritized in a comprehensive plan that upholds the City's premier statements for being safe, clean, having excellent, safe and efficient infrastructure which supports efforts in becoming a strong and diverse economy.

The water distribution system, supplies; pumps; stores and distributes water to homes, businesses and other community sites within the Cedar Hill. The system is comprised of a complex matrix of 318 miles of water lines, pumping stations, supply points, elevated tanks, ground storage tanks and a sophisticated monitoring system (SCADA).

The sewer system is critical in keeping the city safe and clean by providing the infrastructure to support a growing population. It consists of 246 miles of sewer lines, 3 regional treatment systems and 18 lift stations.

The ***Fiscal Year FY18/19 Capital Budget*** and Five Year CIP addresses needs of maintenance, compliance, and growth of the water and wastewater systems. The Capital Budget dedicates \$6.38 million to water and sewer projects in FY19. Included in this funding is \$3.55 million in new self-supported Certificates of Obligations which are scheduled to be issued in February 2019.

Building Capital Maintenance Fund

Fund 1000

This is a General Governmental Fund and classified as a non-major governmental fund and grouped with non-major capital projects. The fund was established in FY 2004 with intentional transfers from the General Fund for the purpose of creating a fund for emergency and unforeseen repairs to City buildings such as HVAC systems and roofs.



Building Capital Maintenance Fund
Revenue, Expenses and Changes in Fund Balance
Fund 1000



	ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
BEGINNING FUND BALANCE	\$ 193,496	\$ 194,231	\$ 177,445	\$ 177,445	\$ 179,893
REVENUES					
Interest income	736	1,684	800	2,447	2,500
			-	-	-
TOTAL OPERATING REVENUES	736	1,684	800	2,447	2,500
EXPENDITURES					
Capital	-	-	-	-	-
Transfer to Another Fund	-	18,470	-	-	-
			-	-	-
TOTAL OPERATING EXPENDITURES	-	18,470	-	-	-
NET CHANGE	736	(16,786)	800	2,447	2,500
ENDING FUND BALANCE	\$ 194,231	\$ 177,445	\$ 178,245	\$ 179,893	\$ 182,393

General Capital Project Fund Summary

(Funds 2015 - 2034)

This is a summary of all bond funds on hand. Most of the funds are restricted and are funding active projects for which the bonds were intended.



**PROPOSED BUDGET
FY 2018-2019**



General Government Capital Project Funds FY 2019 Fund Summary

This is a summary of all bond funds on hand. Most of the funds are restricted and are funding active projects for which the bonds were intended.

Capital Project Fund	Fund #	Description	Active Projects
2004 General Obligation Bond - Proposition #4	Fund 2015	This is a non-major general capital project fund established with bond proceeds. The purpose of the funds was for Downtown Streetscape.	Downtown Streetscape
2005 General Obligation Bond - Proposition #1	Fund 2017	This is a non-major general capital project fund established with bond proceeds. The purpose of the funds was municipal center building project.	Municipal Center
2006 Certificates of Obligation	Fund 2019	This is a non-major general capital project fund established with bond proceeds. The purpose of the funds is for street improvements. The Economic Development Corporation is paying the annual debt service on this obligation.	Regional Drainage & Lifestyle Center (EDC)
2008 General Obligation Bond	Fund 2027	This is a non-major general capital project fund established with bond proceeds. The purpose of the funds is for Street Improvements. The fund includes Mansfield Road, Pleasant Run and Lakeridge.	Street Lighting & Illumination, Wintergreen/Duncanville Rd.
2013 General Obligation Bond	Fund 2029	This is a non-major general capital project fund established with bond proceeds. The purpose of the funds is for Street Improvements including street overlay and concrete repairs.	Concrete Repair, Street Sign Illumination Project, Miscellaneous Drainage
2015 General Obligation Bond & Certificates of Obligation	Fund 2031	This is a non-major general capital project fund established with bond proceeds. The purpose of the funds is for Street Improvements including street overlay and concrete repairs and Mansfield Road.	Mansfield Road
2016 General Obligation Refunding and Improvements	Fund 2032	This is a non-major general capital project fund established with bond proceeds for street improvements. The purpose of the funds is for Street Improvements including street overlay and concrete repairs.	Street Overlay, Concrete Road Repair Program
2018 General Obligation Refunding and Improvements	Fund 2033	This is a non-major general capital project fund established with bond proceeds for street improvements. The purpose of the funds is for Street Improvements including street overlay and concrete repairs.	Neighborhood & Community Parks, Senior Center Capital Campaign, Crawford Park Pool Repair/Replacement, Library Capital Campaign, Street Overlay, Hwy 67 Monuments
* 2018 Certificates of Obligation	Fund 2034	This is a non-major general capital project fund established with bond proceeds for the FM1382 Trail System. This fund is self supported by sales tax dollars of the Community Development Corporation (CDC) for CDC capital projects.	FM1382 Hike & Bike Trails Phase II Construction (CDC)
2019 General Obligation Bond	Fund TBD	This fund will be a non-major general capital project fund established after Year 2 of the 2017 Bond Programs are sold.	2017 Bond Program Projects: Municipal Infrastructure, Crawford Park Pool Repair/Replacement, Neighborhood & Community Parks, Senior Center Capital Campaign, Library Capital Campaign, Street Overlay

* Self Supported

**General Government
Capital Improvement Plan by Project**

CIP	Project Description	2006 CO	2008 GO	2013 GO	2015 GO&CO	2016 GO Refunding & Imprv.	2018 GO	2018 CO	2019 GO	Grand Total as Budgeted
Program	(expenditures in \$000s)	Fund 2019	Fund 2027	Fund 2029	Fund 2031	Fund 2032	Fund 2033	Fund 2034	TBD	FY19
Public Facilities	Library						\$ 500		\$ 750	\$ 1,250
Parks	Neighborhood Parks						\$ 300		\$ 545	\$ 845
Parks	Community Parks						\$ 600		\$ 250	\$ 850
Parks	Signature Parks									\$ -
Parks	Trails									\$ -
Parks	Senior Building Upgrades						\$ 250		\$ 250	\$ 500
Parks	Pool						\$ 350		\$ 3,150	\$ 3,500
Streets	Street Lighting Improvements <i>(Minor Streets)</i>								\$ 200	\$ 200
Streets	Weaver Street Sidewalk Improvements									\$ -
Streets	Asphalt & Concrete Street Repair Program						\$ 1,000			\$ 1,000
Streets	Street Lighting Improvements <i>(Major Streets)</i>						\$ 300		\$ -	\$ 300
Streets	Signal/Mobility Master Plan						\$ 100		\$ 150	\$ 250
Streets	Signal Light at Wintergreen Rd & New Clark Rd						\$ 350			\$ 350
Streets	US Hwy-67 Landscape/Monument Project			\$ -			\$ 250		\$ 250	\$ 500
Streets	Safe Routes to School			\$ -			\$ 50		\$ 100	\$ 150
Streets	Wintergreen Rd & Duncanville Road Intersection		\$ 464							\$ 464
Streets	Illuminated Street Name Signs (TXDOT Intersections)		\$ 600							\$ 600
Drainage	Texas/Hardy Drainage Improv. Project						\$ 150		\$ 1,350	\$ 1,500
	TOTALS	\$ -	\$ 1,064	\$ -	\$ -	\$ -	\$ 4,200	\$ -	\$ 6,995	\$ 12,259

PY Carryover	FY 19	Total
\$ 5,264	\$ 6,995	\$ 12,259



**General Government Capital Project Funds
2000s Series
FY 2019 Fund Summary**

	2005 General Obligation Bond	2006 Certificates of Obligation	2008 General Obligation Bond	2013 General Obligation Bond	2015 General Obligation Bond & Certificates of Obligation	2016 General Obligation Refunding & Improvements	2018 General Obligation Bond	2018 Certificates of Obligation	2019 General Obligation Bond	Grand Total
	Fund 2017	Fund 2019	Fund 2027	Fund 2029	Fund 2031	Fund 2032	Fund 2033	Fund 2034	TBD	All Funds
ESTIMATED BEGINNING FUND BALANCE	\$ 22,360	\$ 1,991,046	\$ 1,092,826	\$ 176,063	\$ 403,614	\$ 89,833	\$ 2,700,000	\$ 1,020,000	\$ -	\$ 7,495,742
REVENUES										
Interest income	385	34,246	18,797	3,028	6,942	1,545	46,440	17,544		\$ 128,927
Bond Proceeds									6,995,000	\$ 6,995,000
Bond Premiums										\$ -
Grant funds										\$ -
Transfer In										\$ -
TOTAL OPERATING REVENUES	\$ 385	\$ 34,246	\$ 18,797	\$ 3,028	\$ 6,942	\$ 1,545	\$ 46,440	\$ 17,544	\$ 6,995,000	\$ 7,123,927
EXPENDITURES										
Prior Year Carry-Over Projects	22,745		27,500	179,091	410,556	91,378	2,700,300			3,431,570
FY 2019 Planned Project Expenditures			1,064,000					2,714,000	6,995,000	3,778,000
Transfer to another fund										-
TOTAL OPERATING EXPENDITURES	22,745	-	1,091,500	179,091	410,556	91,378	2,700,300	2,714,000	6,995,000	7,209,570
NET CHANGE	(22,360)	34,246	(1,072,703)	(176,063)	(403,614)	(89,833)	(2,653,860)	(2,696,456)	-	(85,643.24)
ENDING FUND BALANCE	\$ (0)	\$ 2,025,292	\$ 20,123	\$ 0	\$ 0	\$ 0	\$ 46,140	\$ (1,676,456)	\$ -	\$ 7,410,099

General Capital Project Funds Closed in FY 17/18

2007 Certificates of Obligation - Fund 2023
2008 Certificates of Obligation - Fund 2026
2004 General Obligation Bonds- Fund 2015

General Capital Project Funds Expected to close-out in FY 18/19

2005 General Obligation Bond- Fund 2017
2013 General Obligation Bond - Fund 2029
2016 General Obligation Refunding & Improvements- Fund 2032

Active General Government Capital Projects

Project Name	Category	Explanation
Texas/Hardy Drainage Improvement Project	Drainage	Construct an underground drainage system to convey storm water within the ROW to Belt Line Road.
Library	Public Facilities	Design and Construct a new Library
Hotel & Conference Center	Public Facilities	The development and construction of a public/private hotel conference center on a site located within Hillside Village Development
Neighborhood Parks	Parks	Redesign and Upgrade 12 neighborhood parks
Community Parks	Parks	Redesign and Upgrade 5 Community parks
Senior Building Upgrades	Parks	Upgrades to Senior Center in accordance with the needs assessment study
Pool	Parks	Locate, design and construct a new swimming pool
Street Lighting Improvements (Minor Streets)	Streets	Provide minor arterial street lighting to:
Weaver Street Sidewalk Improvements	Streets	CDBG Sidewalk Improvement project for new sidewalks along Weaver Street to connect existing sidewalks from subdivision to S. Clark Road.
Asphalt & Concrete Street Repair Program	Streets	Concrete and asphalt street repairs, and proactive maintenance on several streets throughout the City.
Street Lighting Improvements (Major Streets)	Streets	Provide major arterial street lighting to: North Joe Wilson (Hwy 67 to Belt line Road); E. Belt Line Road (Hwy 67 to FM 1382) and E. Parkerville (Highland Dr. to Joe Wilson Road)
Signal/Mobility Master Plan	Streets	Masterplan to develop future signal needs
Signal Light at Wintergreen Rd & New Clark Rd	Streets	Signalization at Wintergreen/New Clark intersection as recommended by the Traffic Safety Committee
US Hwy-67 Landscape/Monument Project	Streets	Provide landscaping and hardscaping on the Hwy-67 corridor in partnership with the Texas Department of Transportation Green Ribbon Program
Safe Routes to School	Streets	Project to connect sidewalks near school routes, upgrading ramps, and installing push-button pedestrian crossings.
Wintergreen Rd & Duncanville Road Intersection	Streets	Improve road, intersection and sidewalks
Illuminated Street Name Signs (TxDOT Intersections)	Streets	Installation of illuminated street signs at TxDOT intersections (19 locations), may also replace some street sign poles in order to accommodate illuminated street signs

CITY OF CEDAR HILL
Capital Improvement Program

5 Year
FY 2019 - 2023

Public Facilities Projects - Summary

Estimated Expenditure (000's)

Project Name/No.	PY Budgeted	FY		FY	FY	FY	FY	Total Estimated Cost
	Amount	2018-19	2019-20	2020-21	2021-22	2022-23		
1. Boiler Replacement	\$ -	\$ -	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 100
2. Access System Replacement	\$ -	\$ -	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ 200
Carryover from Previous Years:								
1. Library	\$ 500	\$ 750	\$ 10,000	\$ 8,750	\$ -	\$ -	\$ -	\$ 20,000
3. Hotel & Conference Center	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Total:	\$ 5,500	\$ 750	\$ 10,300	\$ 8,750	\$ -	\$ -	\$ -	\$ 25,300

Funding Sources

Estimated Amount (000's)

General Obligation Bonds - 2018	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
2019 General Obligation Bonds	\$ -	\$ 750	\$ 10,000	\$ 8,750	\$ -	\$ -	\$ 19,500
Future Funding	\$ -		\$ 300	\$ -	\$ -	\$ -	\$ 300
Taxable Bonds*	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Total:	\$ 5,500	\$ 750	\$ 10,300	\$ 8,750	\$ -	\$ -	\$ 25,300

* Debt Serviced by Hotel Tax Revenue and Lease Revenue

CITY OF CEDAR HILL
Capital Improvement Program

5 Year
FY 2019 - 2023

Parks Capital Projects - Summary

Estimated Expenditure (000's)

Project Name/No.	PY Budgeted Amount	FY		FY	FY	FY	FY	Total Estimated Cost
		2018-19	2019-20	2020-21	2021-22	2022-23		
1. Neighborhood Parks	\$ 300	\$ 545	\$ 550	\$ 955	\$ 520	\$ 780	\$ 3,650	
2. Community Parks	\$ 600	\$ 250	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ 1,350
3. Signature Park	\$ -	\$ -	\$ -	\$ -	\$ 4,500	\$ -	\$ -	\$ 4,500
4. Trails	\$ -	\$ -	\$ -	\$ -	\$ 1,500	\$ -	\$ -	\$ 1,500
5. Senior Building Upgrades	\$ 250	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500
6. Pool	\$ 350	\$ 3,150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500
Total:	\$ 1,500	\$ 4,195	\$ 1,050	\$ 955	\$ 6,520	\$ 780	\$ 15,000	

Funding Sources

Estimated Amount (000's)

General Obligation Bonds - 2018	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500
2019 General Obligation Bonds	\$ -	\$ 4,195	\$ 1,050	\$ 955	\$ 6,520	\$ 780	\$ 13,500	
Future Funding								
Total:	\$ 1,500	\$ 4,195	\$ 1,050	\$ 955	\$ 6,520	\$ 780	\$ 15,000	

Capital Improvement Program

5 Year FY 2019-2023

Streets Capital Projects - Summary

Estimated Expenditure (000's)

Project Name/Number	PY Budgeted Amount	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	Total Estimated Cost
1. Asphalt & Concrete Street Repair Program	\$ -	\$ -	\$ 1,000	\$ -	\$ 1,250	\$ -	\$ 2,250
2. Street Lighting Improvements (Minor Streets)	\$ -	\$ 200	\$ 300	\$ -	\$ -	\$ -	\$ 500
3. US Hwy-67 Landscaping, Phase 2	\$ -	\$ -	\$ -	\$ 500	\$ 1,000	\$ -	\$ 1,500
FUTURE FUNDING:							
4. Downtown Infrastructure	\$ -	\$ -	\$ -	\$ 2,000	\$ -	\$ 2,000	\$ 4,000
5. Major Concrete Street Reconstruction	\$ -	\$ -	\$ 500	\$ -	\$ 500	\$ -	\$ 1,000
6. Joe Wilson Rd (Parkerville to Bear Creek)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	\$ 1,000
Carryovers from Previous Year:							
7. Weaver Street Sidewalk Improvements	\$ 210	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210
8. Asphalt & Concrete Street Repair Program	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000
9. Street Lighting Improvements (Major Streets)	\$ 330	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 330
10. Signal/Mobility Master Plan	\$ 100	\$ 150	\$ 200	\$ 250	\$ 250	\$ -	\$ 950
11. Signal Light at Wintergreen Rd & New Clark Rd	\$ 350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350
12. US Hwy-67 Landscape/Monument Project	\$ 250	\$ 250	\$ 1,000	\$ -	\$ -	\$ -	\$ 1,500
13. Safe Routes to School	\$ 300	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ 400
14. Wintergreen Rd & Duncanville Road Intersection	\$ 464	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 464
15. Illuminated Street Name Signs (TXDOT Intersections)	\$ 600	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600
Total:	\$ 3,604	\$ 700	\$ 3,000	\$ 2,750	\$ 3,000	\$ 3,000	\$ 16,054

Funding Sources

Estimated Amount (000's)

2019 General Obligation Bonds	\$ -	\$ 700	\$ 2,500	\$ 750	\$ 2,500	\$ -	\$ 6,450
General Obligation Bonds- 2018	\$ 2,050	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,050
NCTCOG Funding-CMAQ/STBG Grant-Signal Project	\$ 280	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 280
Fund 2027 (2008 G.O. Fund Balance)	\$ 1,064	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,064
CDBG Funding - Fund 0307	\$ 210	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 210
Future Funding	\$ -	\$ -	\$ 500	\$ 2,000	\$ 500	\$ 3,000	\$ 6,000
Total:	\$ 3,604	\$ 700	\$ 3,000	\$ 2,750	\$ 3,000	\$ 3,000	\$ 16,054

Capital Improvement Program

5 Year FY 2019 - 2023

Drainage Capital Projects - Summary

Estimated Expenditure (000's)

Project Name/No.	PY Budgeted Amount	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	FY 2022-23	Total Estimated Cost
1. Texas/Hardy Drainage Improv. Project	\$ 150	\$ 1,350	\$ -	\$ -	\$ -	\$ -	\$ 1,500
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
FUTURE FUNDING:							
2. Downtown Regional Detention	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ 500
Carryover from Previous Years:							
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total:	\$ 150	\$ 1,350	\$ 500	\$ -	\$ -	\$ -	\$ 2,000

Funding Sources

Estimated Amount (000's)

General Obligation Bonds - 2018	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 150
2019 General Obligation Bonds	\$ -	\$ 1,350	\$ -	\$ -	\$ -	\$ -	\$ 1,350
Future Funding	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -	\$ 500
Total:	\$ 150	\$ 1,350	\$ 500	\$ -	\$ -	\$ -	\$ 2,000

Street Impact Fees

(Funds 2511 - 2514)

(all zones)

This is a non-major governmental fund. Impact Fees are authorized by Chapter 395 of the Texas Local Government Code. The most recent local authorization and setting of the City's Impact Fees was established by Ordinance 2012-478. Impact Fees are reviewed every 5 years by a council appointed Advisory Committee. The committee meet semi-annually. Historically the City has utilized Impact Fees to offset debt service costs on impact fee eligible capital projects in accordance with the Capital Improvement Plan adopted as part of the Impact Fee Ordinance.

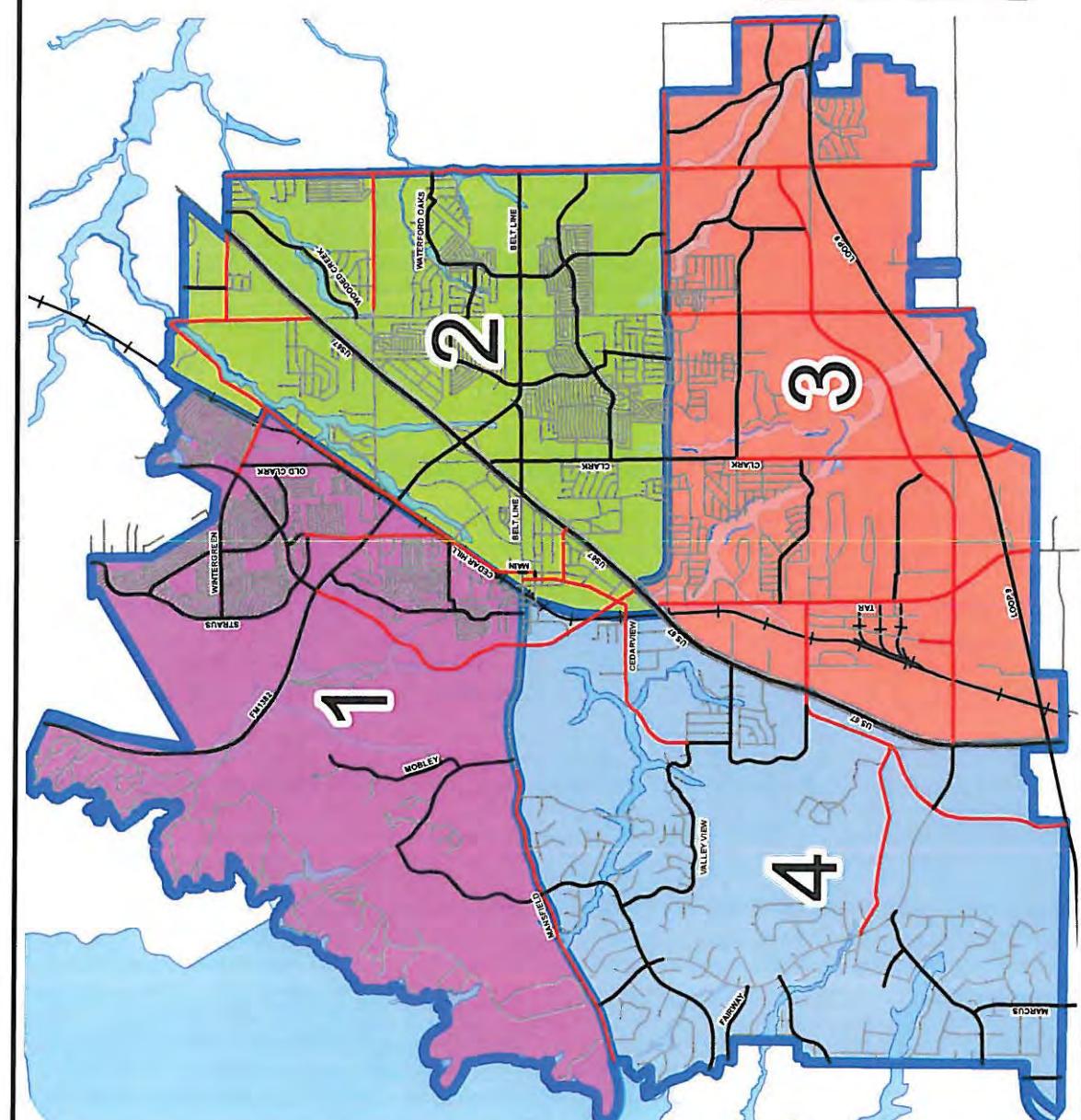


Street Impact Fees
Revenue, Expenses and Changes in Fund Balance
Summary of Funds (2511 - 2514) - All Zones



	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 ACTUAL	BUDGET 2017- 2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
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BEGINNING FUND BALANCE	\$ 5,373,893	\$ 5,347,719	\$ 4,174,577	\$ 3,811,817	\$ 3,811,817	\$ 4,041,285
REVENUES						
Interest income	23,934	23,605	34,489	10,800	79,519	96,300
Street Impact Fees	804,892	220,820	373,026	62,642	499,025	286,000
Transfer from another fund	-	-	-	-	-	-
TOTAL OPERATING REVENUES	828,826	244,425	407,515	73,442	578,544	382,300
EXPENDITURES						
Transfer to Debt Service Fund	855,000	1,417,567	770,275	424,075	349,075	-
Street Impact Fee Study	-	-	-	-	-	-
TOTAL OPERATING EXPENDITURES	855,000	1,417,567	770,275	424,075	349,075	-
NET CHANGE	(26,174)	(1,173,142)	(362,760)	(350,633)	229,469	382,300
ENDING FUND BALANCE	\$ 5,347,719	\$ 4,174,577	\$ 3,811,817	\$ 3,461,184	\$ 4,041,285	\$ 4,423,585



Street Construction Fund

(2600)

This is a non-major capital project fund. The fund was established designating funds for street maintenance and construction and special projects for the improvements throughout the community. Transfers are made from the General Fund when reserves are sufficient. The funds are committed by policy of the City Council and authorization of spending of funds can only be by City Council. The City Council can authorize these funds to be transferred back to the General Fund.



PROPOSED BUDGET
FY 2018-2019

Street Construction Fund
Revenue, Expenses and Changes in Fund Balance
Fund 2600



2015-2016	2016-2017	2017-2018 BUDGET	2017-2018 ESTIMATED	PROPOSED 2018-2019
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BEGINNING FUND BALANCE **\$ 1,173,231 \$ 1,179,826 \$ 1,990,348 \$ 1,990,348 \$ 2,041,373**

REVENUES

Interest income	6,594	10,522	10,522	51,025	62,625
Transfer in from the General Fund	-	800,000	800,000	-	-
TOTAL OPERATING REVENUES	\$ 6,594	\$ 810,522	\$ 810,522	\$ 51,025	\$ 62,625

EXPENDITURES

Transfer to the General Fund	-	-	-	-	-
PID Project	-	-	300,000	-	300,000
TOTAL OPERATING EXPENDITURES	-	-	300,000	-	300,000

NET CHANGE	6,594	810,522	510,522	51,025	(237,375)
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ENDING FUND BALANCE	\$ 1,179,826	\$ 1,990,348	\$ 2,500,870	\$ 2,041,373	\$ 1,803,998
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Restricted Streets Fund

Fund 2601

This is a non-major capital project fund . The Funds are restricted for street construction and maintenance. This fund is the City's old street prorata fund.



PROPOSED BUDGET 2018-2019

Restricted Streets Fund
Revenue, Expenses and Changes in Fund Balance
Fund 2601



ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
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BEGINNING FUND BALANCE	\$ 363,741	\$ 365,174	\$ 368,370	\$ 368,370	\$ 373,731
REVENUES					
Interest income	1,433	3,196	3,110	5,362	5,700
Transfer in from the General Fund	-	-	-	-	-
TOTAL OPERATING REVENUES	1,433	3,196	3,110	5,362	5,700
EXPENDITURES					
Transfer to the General Fund	-	-	-	-	-
TOTAL OPERATING EXPENDITURES	-	-	-	-	-
NET CHANGE	1,433	3,196	3,110	5,362	5,700
ENDING FUND BALANCE	\$ 365,174	\$ 368,370	\$ 371,480	\$ 373,731	\$ 379,431

Drainage Capital Fund

(2700)

This is a non-major capital project fund. The fund was established designating funds for drainage maintenance and constructions. Transfers are made from the General Fund of the City per council policy and only as reserves in the General Fund will allow. The funds are restricted for drainage and retention infrastructure.



PROPOSED BUDGET FY 2018-2019

Drainage Capital Fund
Revenue, Expenses and Changes in Fund Balance
Fund 2700



ACTUAL 2015 2016	ACTUAL 2016- 2017	BUDGET 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
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BEGINNING FUND BALANCE	\$ 547,707	\$ 549,866	\$ 554,678	\$ 554,678	\$ 562,766
REVENUES					
Interest income	2,158	4,813	4,800	8,088	8,640
Transfer in from the General Fund	-	-	-	-	-
TOTAL OPERATING REVENUES	\$ 2,158	\$ 4,813	\$ 4,800	\$ 8,088	\$ 8,640
EXPENDITURES					
Transfer to the General Fund	-	-	-	-	-
Comp Plan Studies	-	-	-	-	-
TOTAL OPERATING EXPENDITURES	-	-	-	-	-
NET CHANGE	2,158	4,813	4,800	8,088	8,640
ENDING FUND BALANCE	\$ 549,866	\$ 554,678	\$ 559,478	\$ 562,766	\$ 571,406

Drainage Detention Fund

Fund 2701

This is a non-major capital project fund. The fund was established from developer contributions for maintenance and upkeep of the Uptown Regional Detention Facility. The funds are restricted.



PROPOSED BUDGET FY 2018-2019

Drainage Detention Fund
Revenue, Expenses and Changes in Fund Balance
Fund 2701



ACTUAL 2015-2016	ACTUAL 2017-2018	BUDGET 2018-2019	ESTIMATED 2018-2019	PROPOSED 2018-2019
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BEGINNING FUND BALANCE	\$ 89,907	\$ 90,261	\$ 90,261	\$ 91,011	\$ 91,011
REVENUES					
Interest income	354	790	750	1,327	1,440
Developer Contributions	-	-	-	-	-
Transfer in from the General Fund	-	-	-	-	-
TOTAL OPERATING REVENUES	354	790	750	1,327	1,440
EXPENDITURES					
Transfer to the General Fund	-	-	-	-	-
Comp Plan Studies	-	-	-	-	-
TOTAL OPERATING EXPENDITURES	-	-	-	-	-
NET CHANGE	354	790	750	1,327	1,440
ENDING FUND BALANCE	\$ 90,261	\$ 91,051	\$ 91,011	\$ 92,338	\$ 92,451

Park Development Fee Fund

**(Fund 3000)
(All Cells)**

This is a non-major special revenue fund. The funds include donations and park development fees. Park Development Fees are dedicated at the time of development or platting.



**PROPOSED BUDGET
FY 2018-2019**

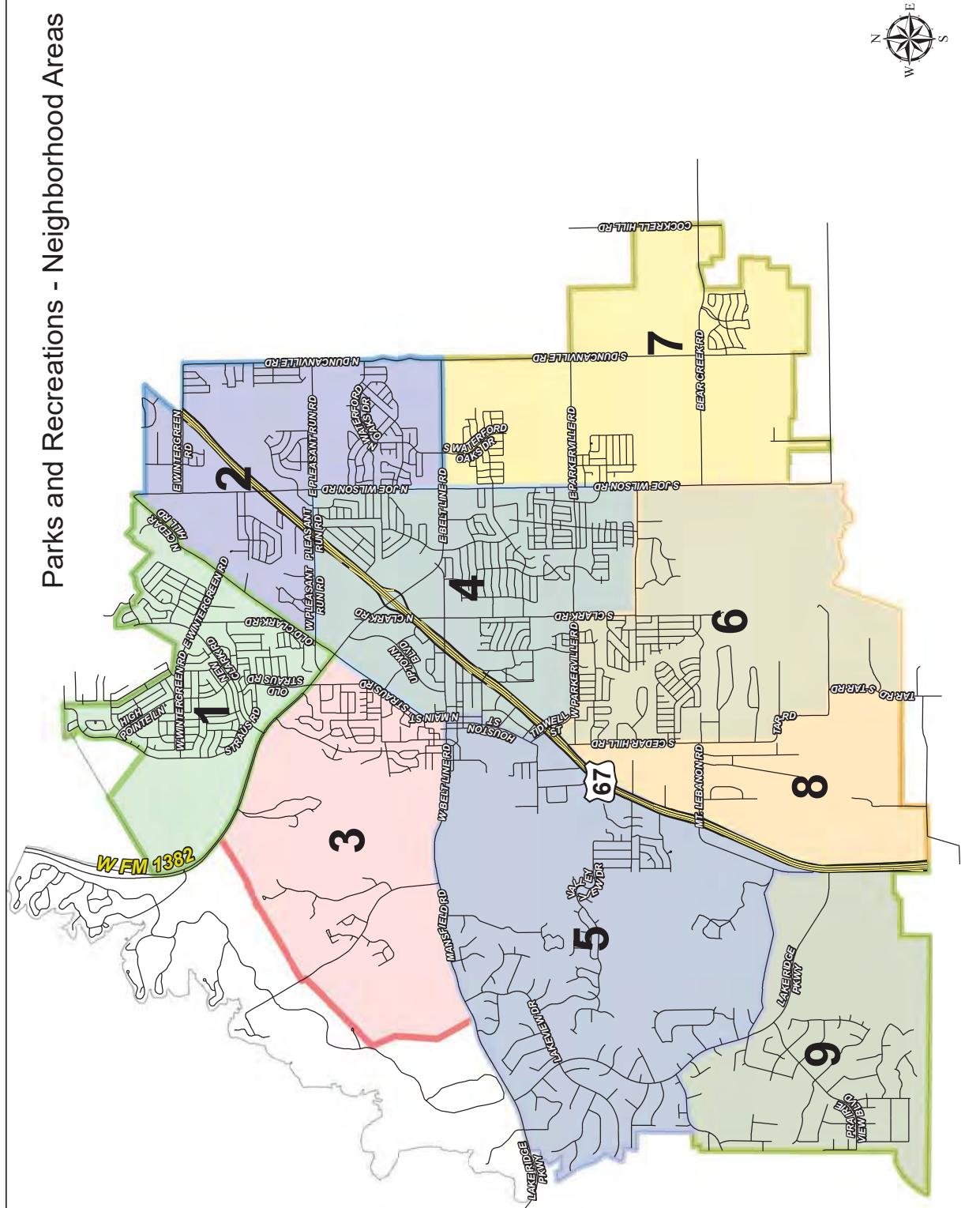
Park Development Fee Fund
Revenue, Expenses and Changes in Fund Balance
Fund 3000
(All Cells)



	ACTUAL 2015-2016	ACTUAL 2016-2017	BUDGETED 2017-2018	ESTIMATED 2017-2018	PROPOSED 2018-2019
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BEGINNING FUND BALANCE	\$ 518,417	\$ 497,999	\$ 342,290	\$ 342,290	\$ 103,762
REVENUES					
Interest income	2,002	4,124	2,865	4,961	275
Fees	-	16,000	-	2,500	-
TOTAL OPERATING REVENUES	2,002	20,124	2,865	7,461	275
EXPENDITURES					
Playground Improvements	22,419	167,583	14,000	-	-
Buildings and other Improvements	-	8,250	-	18,518	-
Transfers to Another Fund	-	-	-	227,472	-
TOTAL OPERATING EXPENDITURES	22,419	175,833	14,000	245,989	-
NET CHANGE	(20,418)	(155,709)	(11,135)	(238,528)	275
ENDING FUND BALANCE	\$ 497,999	\$ 342,290	\$ 331,155	\$ 103,762	\$ 104,037

Parks and Recreations - Neighborhood Areas



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GLOSSARY

Accrue - To increase, grow or accumulate over time.

Accrual Basis of Accounting: A method of accounting where revenues are recorded when the service is given and the expenses are recognized when the benefit is received, regardless of the timing of related cash flows.

Account Number - An expenditure category such as salaries, supplies or vehicles

Ad Valorem Tax: A tax levied on the assessed value of real estate and personal property. This tax is also known as a property tax.

Adopted Budget: The proposed budget as initially formally approved by the City Council

Amended Budget: The adopted budget as formally adjusted by the City Council (revised budget).

Amortization: The reduction of debt through regular payments of principal and interest sufficient to retire the debt instrument at a predetermined date known as maturity.

Appraised Value - An estimate of value for the purpose of taxation (Note: Property Values are established by the Dallas and Ellis County Appraisal Districts.)

Appropriation (Budget) Ordinance - The official authorization made by the City Council which gives legal authority for City officials City to incur obligations and expend resources. The City's appropriation level is set at the fund level.

ARB - Appraisal Review Board

Assessed Valuation - A value that is established for real or personal property to be used as a basis for levying property taxes (Note: Property values are established by the Dallas and Ellis County Appraisal Districts.)

Assets: Resources owned or held by the City that have monetary value

Assigned Fund Balance: Represents resources set aside ("earmarked") by the City for a particular purpose.

Balanced Budget - A budget adopted by the City Council and authorized by ordinance where the proposed expenditures are equal to or less than the proposed revenues plus fund balances.

Bond - A written promise to pay a specific sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large capital projects such as buildings, streets and bridges.

Bonded Debt - That portion of indebtedness represented by outstanding bonds

Budget - A financial plan for a specified period of time (fiscal year) that matches all planned revenues and expenditures with various municipal services

Budget Calendar - The schedule of key dates or milestones which the City departments follow in the preparation, adoption and administration of the Budget.

GLOSSARY

Budget Document - The instrument used by City staff to formulate a comprehensive financial program for the City Council

Budget Ordinance (see Appropriation Ordinance)

Budgetary Control - The control or management of a governmental unit or enterprise in accordance with an approved Budget for the purpose of keeping expenditures within the limits of available appropriations and revenues.

Capital Expenditures - Resources used for the acquisition of construction and/or large purchases.

Capital Improvement Project - An expenditure plan that provides long-lasting physical improvements to the City. Expenditures are incurred over a fixed period of several years.

Capital Outlay Expenditure - Expenditure category that result in the acquisition of or addition to fixed assets or an expenditure to extend the useful life of a fixed asset. (see fixed asset)

CDC - Community Development Corporation

Cell - A planning term used to define 36 specific areas in the Parks Master Plan. Cells are areas where neighborhood park facilities must be placed. Cells vary in size, depending on projected housing density, population and topography.

Certificate of Obligation - A debt instrument that may or may not involve an election; Following a published notice of intent to issue C.O. debt, voters may petition the City Council to conduct an election. If no election is called, the City Council may issue C.O. debt.

Certified Appraisal Roll - The final property appraisals roll, as calculated by Dallas and Ellis County Appraisal Districts. The certified roll is required to be prepared by the districts by July 25th of each year.

CHISD - Cedar Hill Independent School District

Current Taxes - Taxes that are levied and due within one year.

Debt Service - The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

Debt Service Funds - Funds used to account for the accumulation of resources, for the payment of principal and interest on debt instruments issued by the City.

Deferred (Unearned) Revenue - Cash received from customers in advance of services received. Recorded as a liability under general accepted accounting principles. Used primarily for operations of the Alan E. Simms Recreation Center where annual memberships are recorded as deferred (unearned) revenue.

Delinquent Taxes - Taxes that remain unpaid after the tax due date. A penalty for non-payment of taxes is attached to the assessment.

Department - A subdivision of the City government organization responsible for specific services. All departments are singular units grouped by category under one of four divisions. An example would be the Parks Department under the Community Services Division.

Depreciation - The loss of value, as a result of time and/or usage

GLOSSARY

EEOC - Equal Employment Opportunity Commission

Effective Tax Rate (ETR): The ETR is defined by State Law as the tax rate that will raise the same amount of property tax revenue as the previous year, based on properties taxed in both years for a levying entity.

EMS - Emergency Medical Services

EMT - Emergency Medical Technician

Encumbrance - The commitment of appropriated funds to purchase an item or service; To encumber funds means to set aside or commit monies for future expenditures. (Note: an encumbrance is not an expenditure.)

Enterprise Fund - A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to ensure that revenues are adequate to meet all necessary expenditures. An example of an Enterprise Fund is the Water and Sewer Fund.

Estimated Revenue - The amount of projected revenue to be collected during the fiscal year. The amount of revenue appropriated is the amount approved by the City Council.

Executive Summary - The opening section of the Budget which provides the City Council and the public with a general summary of the most important aspects of the Budget, changes from the current and previous fiscal years and the views and recommendations of the City Manager

Expenditure - Outflow of funds paid for an asset or goods and services. This term applies to all funds.

Financial Depository - The banking institution where the City deposits its funds

Fiscal Policy - The City's policies with respect to taxes, spending and debt management as they relate to government services, programs and capital investment; reflects a set of principles for the planning and programming of government budgets

Fiscal Year (FY) - A period of 12 consecutive months designated as the beginning and ending period for recording financial transactions. Cedar Hill has specified October 1st to September 30th as its fiscal year. The budget year is synonymous with the FY.

FY2018/19 - The fiscal year beginning October 1, 2018 – September 30, 2019

Fixed Assets - Assets of long-term character intended to be held or used, such as land, buildings, machinery, furniture and other equipment

Franchise Fee (Taxes) - A fee (tax) levied by the City Council on businesses (usually a public utility) that use City property or right-of-way. This fee is usually charged as a percentage of gross receipts.

Full Funding - This term designates full-year payment for personnel or other budgeted items.

Full-Time Equivalent (FTE) - Describes a position for an employee working a 40 hr. work week for 52 weeks a year (or 2,080 annual hours). The FTE for firefighters is 2,912 annual hours. 1 FTE = 2,080 annual hours or 1FTE firefighter = 2,912 annual hours. *FTE ≠ the number of staff members.*

GLOSSARY

Fund – A set of self-balancing accounts that has the recordings of all financial transactions for specific activities or government functions. Eight commonly used funds in public accounting are: General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Fund, Enterprise Fund, Trust and Agency Funds, Internal Service Fund and Special Assessment Fund.

Fund Balance - The excess of assets over liabilities, also known as working capital in enterprise funds. Negative fund balances are referred to as a deficit.

Full-Accrual Accounting Basis - Accounting method where revenues are recorded when earned and expenses are recorded at the time liabilities are incurred

GAAP (Generally Accepted Accounting Principles): Conventions, rules, and procedures that serve as the norm for the fair presentation of financial statements.

General Fund - The largest fund within the City. The General Fund accounts for most of the financial resources of the government. General Fund revenues include property taxes, licenses and permits, local taxes, service charges and other types of revenue. This fund usually includes most of the basic operating services such as fire and police protection, finance, data processing, parks and recreation, libraries, public works and general administration.

General Obligation Bonds - Bonds that finance a variety of public projects such as streets, building, and improvements. The repayment of these bonds is usually made from the General Fund and these bonds are backed by the full faith and credit of the issuing government.

GIS - Geographic Information System is a computerized database system utilizing maps, aerial photos and blueprints that are scanned into the system. The database allow more precise pinpointing of water mains, sewer lines, etc.

Grants - Contributions from another government to be used or expended for a specific purpose, activity or facility.

I & I - Inflow and Infiltration is ground water that enters the City's wastewater system. I and I occur at cracks and bad joints in the sewer lines and manholes. Another source of I and I is missing clean outs on service lines. A large amount of I and I leads to Sanitary Sewer Overflows (SSOs).

I & S - Interest and Sinking is the portion of the tax rate that is dedicated to the payment of outstanding debt.

Impact Fees – A fee charged to new development to help defray the cost of expanding or building infrastructure to support the new development.

Inter-Fund Transfers - Amounts transferred from one City fund to another City fund for purposes such as reimbursement of expenditures, general administrative services, debt service or payments-in-lieu of taxes.

Internal Service Funds - A fund that is used to account for the purchases of equipment that costs in excess of \$1,000 per unit. The equipment is leased to the City's operating department which is equal to the City's yield on investments.

ISTEA - Intermodal Surface Transportation Enhancement Act that provides matching federal funding for street, road and bridge projects.

GLOSSARY

ITB - Invitation to Bid is extended by the City to vendors for the purchase of goods and/or services over \$25,000. State law requires that the bid be awarded to the most responsible vendor producing the lowest price.

LAN - Local Area Network is a computer software program that connects several computers in one building.

Lease/Rental Expenditures - Expenditure category for use of equipment/facility or land owned by another party for a specified term such as equipment rentals, annual software user fees, and departmental payments to the Equipment Replacement Fund for items purchased via that fund on a lease back arrangement.

Levy - To impose taxes, a special assessments or service charges for the support of city activities

Liability - Debt or other legal obligations arising out of transactions or contractual obligations in the past they must be liquidated, paid, renewed, or refunded at some future date.

Line-Item Budget - A budget that lists each expenditure category (salary, materials, telephone service travel, etc.) separately, along with the dollar amount budgeted for each specified category

Long-Term Debt - Debt with a maturity of more than once a year after the date of issuance

Maintenance Expenditures - Expenditure category that includes the upkeep, servicing and care of vehicles, machinery, computers, water systems, software, radios and other items.

Mgd - Millions of gallons of water per day

M.I.C.U. - Mobile Intensive Care Unit

Miscellaneous Expenditures -

Expenditure category that includes publications and dues, training, uniforms, meetings and luncheons, travel/mileage and other expenditures that are not captured in another expenditure category.

Modified Accrual Basis of Accounting - Accounting method where revenues are recognized when they are available and expenditures are recognized at the time they are paid

Municipal - Pertaining to a city or its government.

M&O - Acronym for "maintenance and operations." For operational budgets, M&O is the recurring costs associated with operational activity. M&O as used in tax rate discussions, is the portion of the tax rate that is applied to the General Fund.

MUTCD - Manual on Uniform Traffic Control Devices

NCTCOG - North Central Texas Council of Governments

Non-Departmental - Referring to activities, revenues and expenditures that are not assigned to a particular Department.

NYSCA - National Youth Sports Coaching Association

O & M (Operations and maintenance) - Expenditures for routine supplies and maintenance which are necessary for the daily operation of a department or division.

Operating Budget - The portion of the Budget which pertains to daily operations that provide basic governmental services. The operating Budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel and fuel.

GLOSSARY

Ordinance – a formal legislative enactment of the City Council

PACT – Police and Community Team

Per capita - A common measurement of the proportion of some statistic to individual resident determined by dividing the statistic by the current population.

Personnel Expenditures – Expenditure category that includes salaries, wages, and related fringe benefits including (taxes, health benefits, other benefits)

Position (see Full-Time Equivalent)

Proposed Budget- The financial plan initially developed by departments and the City Manager which is then presented to the City Council for approval.

Property Tax - Ad-valorem taxes are levied on both real and personal property according to the property's valuation and the tax rate.

Proprietary Funds - Funds that must conform to existing conditions and/or restrictions

PSO - Public Safety Officer is a civilian City employee who helps with administrative duties at the Police Department.

Reserve - An account used to indicate that a portion of a fund balance is restricted for a specific purpose and is, therefore, not available for general appropriations.

Revenue - Funds that the government receives as income. Revenue includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Revenue Bonds - Bonds usually sold for constructing a project that will produce revenue for the government. The revenue is used to pay the principal and interest of the bond.

RFP - Request for Proposal (s) from vendors. This procurement method differs from a bid procedure in that it is typically used to procure professional services. This method allows for negotiation of price and a term before a contract for goods and/or services is signed.

ROFC - Rate of Flow Controller is the rate of water the City of Dallas (the City's potable water supplier) will deliver in one day. The City's current ROFC setting is 8.4 mgd. When the City's ground storage is full, the valve closes until the tank is four feet below the top, and then the valve will reopen. When more water is needed, the City may request an increase to the ROFC from the City of Dallas.

Restricted - Represents resources subject to externally enforceable constraints.

Retained Earnings- The accumulated earnings of an Enterprise fund or Internal Service Fund which have been retained in the fund and which are not reserved for any specified purpose.

SCADA - Supervisory Control and Data Acquisition is a water and sewer monitoring and control device that alerts the main computer via radio frequency that monitors the water level in the water tanks and reports any problem with the sewer lift stations located within the City

Services Expenditures – Expenditure category used for mostly contractual or outsourced activity such as professional services from attorneys, engineers, accountants, printing services, insurance firms, subscription services, IT Network

GLOSSARY

Charges, third party providers and other consultants.

Special Revenue Funds - Funds that account for proceeds of specific revenue sources that are restricted to expenditures for specific purposes

Supplies Expenditures – Expenditure category that includes expendable materials needed for operations such as office supplies, items to run programs, computer supplies, postage, minor equipment, fuel and oils, chemicals, etc.

Tax Levy - The total revenues to be raised by ad-valorem taxes for expenditures as authorized by the City Council

Tax Base- The total value of all real and personal property in the City as of January 1st of each year, as certified by the Dallas and Ellis County Appraisal Districts. The tax base represents the net taxable value after exemptions.

Tax Increment Financing (TIF) - A financing tool used to finance certain types of development costs primarily for the redevelopment of blighted areas and for construction of low- and moderate-income housing. With a TIF, the taxing entity “captures” the additional property taxes generated by the development over and above the pre-development tax revenue, and uses the resultant “tax increments” to finance the development costs.

Tax Ordinance - The official enactment by the City Council to establish legal authority for city officials to levy property taxes.

Tax Rate - The amount to multiply by the tax levy to determine the revenue to be collected. The amount of tax levied for each \$100 of valuation. The tax rate is comprised of two components: the debt service rate (I&S), and the maintenance and operations (M&O) rate.

Tax Roll (see tax base)

TRA - Trinity River Authority

Transfers Expenditure Category (see Inter-Fund Transfers)

Unencumbered Balance - Available funds for future purchases

Utilities Expenditures – Expenditure category that includes services for electricity, telephone, cable, internet, cell phones, water, gas, etc.

Unassigned Fund Balance: The difference between total fund balance and non-spendable, restricted, committed and assigned components.

WAN - Wide Area Network is a computer software program that connects computers between buildings.

Water and Sewer Fund - A fund established to account for operations of the water and sewer system. It is operated similarly to private business enterprises, focusing on cost recovery.

Water/Wastewater Ordinance - The official enactment by the City Council to establish the legal authority for City officials to adjust the water rate and wastewater services.

Working Capital (see retained earnings) – The current assets less the current liabilities of a fund. Working capital does not include long-term assets or liabilities. For budgetary purposes, working capital, rather than retained earnings, is generally used to reflect the available resources of enterprise funds.

ZTR - A lawn mower that is able to turn in zero degrees.

BUDGET FY2018-19

BUDGET ORDINANCES



ORDINANCE NO. 2018-647

AN ORDINANCE OF THE CITY OF CEDAR HILL, TEXAS, ADOPTING A BUDGET FOR THE CITY FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2018, AND ENDING SEPTEMBER 30, 2019; APPROPRIATING THE VARIOUS AMOUNTS REQUIRED FOR SUCH BUDGET PROVIDING FOR RECORDING OF THE ORDINANCE; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT PROVIDING A SERVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, heretofore a budget for the Fiscal Year October 1, 2018 through September 30, 2019, has been prepared by the City Manager of the City of Cedar Hill, Texas; and

WHEREAS, said budget has been presented by the City Manager, along with his budget message, in accordance with Article VI, Section 17 of the City Charter and pursuant to Chapter 102 of the State of Texas Local Government Code of the State of Texas; and,

WHEREAS, the City Council finds that all legal requirements of notice and hearings have been met; and,

WHEREAS, the City Council finds that the budget, as filed and amended, safeguards the financial condition of the City and the comparative expenditures expressed therein provide core services for the community.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Cedar Hill, Texas that:

Section 1.

That the proposed budget of the revenues of the City of Cedar Hill and the expenditures of conducting the operations of the City, providing a complete financial plan for the ensuing fiscal year beginning October 1, 2018, and ending September 30, 2019 as submitted to the City Council by the City Manager, be and the same is hereby, in all things adopted and approved as the budget of all current revenues and expenditures of the City for the fiscal year beginning October 1, 2018, and ending September 30, 2019.

Section 2.

That the sum of \$91,294,259 is hereby appropriated for the expenditures established in the approved budget, attached hereto as Exhibit "A" and made part hereof for all purposes.

Section 3.

That all notices and public hearing required by City Charter and State Law have been duly completed.

Section 4.

The City Manager is hereby authorized to make intra-departmental and inter-departmental fund transfers within a fund during the fiscal year as becomes necessary in order to avoid the over-expenditure of a particular object code or department.

Section 5.

A true and correct copy of the Official Budget is hereby directed to be filed in the office of the City Secretary, and said Official Budget is made a part of this Ordinance by reference as though fully copied herein verbatim.

Section 6.

If being deemed by the City Council that this Ordinance shall go into immediate effect and force after its passage, approval and publication is according to law.

Section 7.

In the event that any other ordinance of the City of Cedar Hill, Texas, heretofore enacted is found to conflict with the provisions of this ordinance, this ordinance shall prevail.

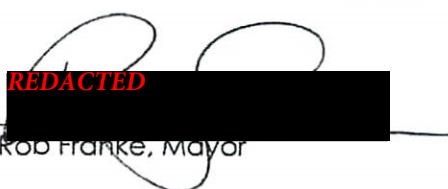
Section 8.

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this ordinance.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Cedar Hill, Texas on the 11th day of September 2018.

ATTEST:


Belinda Berg, City Secretary


REDACTED
Rob Franke, Mayor

APPROVED AS TO FORM:


Ron G. MacFarlane, Jr. City Attorney

EXHIBIT A

OPERATING FUNDS:	Beginning Fund Balances	Estimated Revenues	Expenditures/ Expenses	Net Change	Ending Fund Balances
General and Debt Service Funds					
General Fund	\$ 8,523,186	\$ 36,228,284	\$ 35,806,613	\$ 421,671	\$ 8,944,857
Debt Service Fund	1,467,693	9,311,625	9,164,625	147,000	1,614,693
Special Revenue Funds:					
Joe Pool Lake Fund	18,851,728	326,000	7,500	318,500	19,170,228
Landscape and Beautification Fund	169,052	2,483,000	2,604,668	(121,668)	47,384
Hotel Occupancy Fund	926,259	242,000	379,340	(137,340)	788,919
Crime Control and Prevention District Fund	320,006	1,036,000	1,035,996	4	320,010
Animal Shelter Fund	141,162	1,019,360	1,001,801	17,559	158,721
Community Development Corporation Fund	8,266,532	4,956,463	4,611,881	344,582	8,611,114
Economic Development Corporation Fund	8,519,066	3,212,842	9,528,990	(6,316,148)	2,202,918
Street Construction Fund	2,041,373	62,625	300,000	(237,375)	1,803,998
PEG Fee Fund	419,216	83,100	50,000	33,100	452,316
Library Donation Fund	98,910	34,350	34,350	-	98,910
Traffic Safety Fund	344,537	687,000	672,674	14,326	358,863
Police Pension Fund	119,131	11,500	11,968	(468)	118,663
Police State Forfeiture Fund	54,594	15,750	25,000	(9,250)	45,344
Police Federal Forfeiture Fund	76,660	11,000	8,000	3,000	79,660
Community Development Block Grant Fund	7,950	89,000	96,950	(7,950)	-
Enterprise Type Funds					
Water and Sewer Fund	6,054,836	18,697,800	19,078,053	(380,253)	5,674,583
Internal Service Funds					
Equipment Replacement Fund	1,277,835	2,880,715	2,905,441	(24,726)	1,253,109
Self Insurance Fund	553,649	3,957,380	3,970,409	(13,029)	540,620
Total Budget (sources and uses)	\$ 58,233,375	\$ 85,345,794	\$ 91,294,259	\$ (5,948,465)	\$ 52,284,910

ORDINANCE NO. 2018-648

AN ORDINANCE OF THE CITY OF CEDAR HILL, TEXAS ADOPTING A 2018-2019 CAPITAL BUDGET; AUTHORIZING EXPENDITURES AS SPECIFICALLY DESIGNATED IN SUCH BUDGET; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERANCE CLAUSE; AND PROVIDING FOR IMMEDIATE EFFECT.

WHEREAS, the City Council of the City of Cedar Hill, Texas, has found and determined that it is necessary to adopt a capital budget for the City of Cedar Hill; and

WHEREAS, the City Council of the City of Cedar Hill, Texas, has determined that it is in the best interests of the citizens of the City of Cedar Hill that such provisions and budgets be adopted; and

WHEREAS, the City Council determines that it will adopt a budget for the full amount of the projects, knowing that funding may come from other sources beyond city funds.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Cedar Hill, Texas, that:

Section 1. An Official Capital Budget for the City of Cedar Hill, Texas is hereby appropriated for the expenditures established in the approved capital projects attached hereto as Exhibit "A" and made part hereof for all purposes.

Section 2. It being deemed by the City Council that this Ordinance shall go into immediate effect and force after its passage, approval and publication, according to law.

Section 3. That the amounts shown are meant to be total project costs which spans multiple fiscal years. As such, the revised total budget is inclusive of any spending in the present or prior periods, as well as to be spent in FY 2018-2019.

Section 4. In the event that any other ordinance of the City of Cedar Hill, Texas, heretofore enacted is found to conflict with the provisions of this ordinance, this ordinance shall prevail.

Section 5. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the

remaining portions of this ordinance.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Cedar Hill, Texas,
on this the 11th day of September 2018.

ATTEST:

Belinda Berg, City Secretary

APPROVED AS TO FORM:

Ron G. McFarlane, Jr., City Attorney

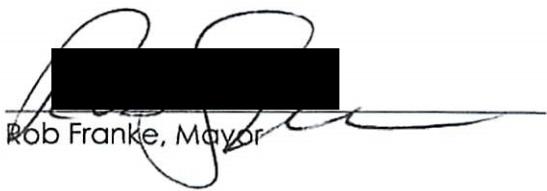

Rob Franke, Mayor

EXHIBIT A
FY 2019-2023
(Five- Year City-Wide Capital Improvement Plan)

PROJECT LIST: NAME/DESCRIPTION	Estimated Expenditure (000's)					TOTAL ESTIMATED COST	
	2018-19	2019-20	2020-21	2021-22	2022-23		
GENERAL CAPITAL IMPROVEMENT PROJECTS:							
STREET AND DRAINAGE PROJECTS:							
Asphalt & Concrete Street Repair Program	\$ -	\$ 1,000	\$ -	\$ 1,250	\$ -	\$ 2,250	
Street Lighting Improvements (Minor Streets)	200	300	-	-	-	500	
US Hwy-67 Landscaping, Phase 2	-	-	500	1,000	-	1,500	
Downtown Infrastructure	-	-	2,000	-	2,000	4,000	
Concrete Street Reconstruction	-	500	-	500	-	1,000	
Joe Wilson Rd (Parkerville to Bear Creek)	-	-	-	-	1,000	1,000	
Signal/Mobility Master Plan	150	200	250	250	-	850	
US Hwy-67 Landscape/Monument Project	250	1,000	-	-	-	1,250	
Safe Routes to School	100	-	-	-	-	100	
Texas/Hardy Drainage Improv. Project	1,350	-	-	-	-	1,350	
Downtown Regional Detention	-	500	-	-	-	500	
SUB-TOTAL: STREETS AND DRAINAGE	\$ 2,050	\$ 3,500	\$ 2,750	\$ 3,000	\$ 3,000	\$ 14,300	
FACILITY PROJECTS:							
Library	\$ 750	\$ 10,000	\$ 8,750	\$ -	\$ -	\$ 19,500	
SUB-TOTAL: LIBRARY FACILITY	\$ 750	\$ 10,000	\$ 8,750	\$ -	\$ -	\$ 19,500	
PARKS AND RECREATION PROJECTS:							
Neighborhood Parks	\$ 545	\$ 550	\$ 955	\$ 520	\$ 780	\$ 3,350	
Community Parks	250	500	-	-	-	750	
Signature Park	-	-	-	4,500	-	4,500	
Trails	-	-	-	1,500	-	1,500	
Senior Building Upgrades	250	-	-	-	-	250	
Pool	3,150	-	-	-	-	3,150	
SUB-TOTAL: PARKS AND RECREATION:	\$ 4,195	\$ 1,050	\$ 955	\$ 6,520	\$ 780	\$ 13,500	
EQUIPMENT (FINANCED EQUIPMENT OUTLAY):							
Public Safety - Fire Truck	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ 1,500	
Public Safety - Ambulance	270	-	-	-	-	270	
Public Works - Sewer Vactor Combination Truck	425	-	-	-	-	425	
SUB-TOTAL: EQUIPMENT OUTLAY	\$ 2,195	\$ -	\$ -	\$ -	\$ -	\$ 2,195	
TOTAL GENERAL CAPITAL IMPROVEMENT PROJECTS:	\$ 9,190	\$ 14,550	\$ 12,455	\$ 9,520	\$ 3,780	\$ 49,495	
WATER AND SEWER SYSTEM CAPITAL IMPROVEMENTS:							
WATER AND SEWER PROJECTS:							
Substandard Water Line Replacements	\$ -	\$ 400	\$ -	\$ 400	\$ -	\$ 800	
Mount Lebanon Road Water Line	-	50	1,500	-	-	1,550	
Lake Ridge GST Design	-	200	-	-	-	200	
Lake Ridge GST Construction	-	-	-	1,000	2,500	3,500	
Texas Plume Water Line	900	-	-	-	-	900	
Hwy-67 EST Repair & Painting	-	-	1,300	-	-	1,300	
Water & Sewer Master Plan	-	200	-	-	-	200	
Parkerville EST Repair & Painting	-	800	-	-	-	800	
Lorch Park Water Line	1,500	-	-	-	-	1,500	
Lakeridge Parkway GST Site Acquisition/Design	300	-	-	-	-	300	
Parkerville EST Overflow Improvements	150	-	-	-	-	150	
I&I Rehabilitation Program	-	250	-	250	-	500	
Sewer Main in RO-1 (Vineyard Development)	-	400	-	-	-	400	
Sewer Main/Decommission American Lift Station (RO-7)	-	1,000	-	-	-	1,000	
Sanitary Sewer Line Infill	-	-	300	-	300	600	
Sewer Line at Lorch Park	450	-	-	-	-	450	
Sanitary Sewer Infill	250	-	-	-	-	250	
TOTAL WATER AND SEWER IMPROVEMENT PROJECTS:	\$ 3,550	\$ 3,300	\$ 3,100	\$ 1,650	\$ 2,800	\$ 14,400	
TOTAL CITY-WIDE CAPITAL IMPROVEMENTS PLAN:	\$ 12,740	\$ 17,850	\$ 15,555	\$ 11,170	\$ 6,580	\$ 63,895	

ORDINANCE NO. 2018-649

AN ORDINANCE OF THE CITY OF CEDAR HILL, TEXAS, LEVYING A TAX RATE FOR AD VALOREM TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT FOR 2018-2019 FISCAL YEAR; PROVIDING FOR REVENUES FOR THE PAYMENT OF CURRENT EXPENSES AND INTEREST AND SINKING FUND REQUIREMENTS; PROVIDING FOR A SAVINGS CLAUSE; PROVIDING FOR A SEVERANCE CLAUSE; AND PROVIDING FOR EFFECTIVE DATE.

WHEREAS, in accordance with the provisions of the laws of the State of Texas, the City Council has conducted a public hearing for the purpose of considering the Budgets for the City of Cedar Hill, Texas; and

WHEREAS, the City Council has by ordinances adopted the budgets for the 2018-2019 fiscal year;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Cedar Hill, Texas:

Section 1. That there be and is hereby levied for the fiscal year beginning October 1, 2018, and ending September 30, 2019, for the use and support of the municipal government of the City of Cedar Hill, Texas upon all property, real, personal, and mixed within the corporate limits of the City of Cedar Hill, Texas, on January 1, 2018, and not exempt by the constitution of the State of Texas and valid State laws, a tax of \$0.697028 per one hundred (\$100) dollars valuation of property, said tax being so levied and apportioned to the specific purposes here set forth:

1. For the maintenance and support of the general government (General Fund), \$0.512935 on each one hundred (\$100) dollars valuation of property; and,
2. For the Interest and Sinking Fund \$0.184093 on each one hundred (\$100) dollars valuation of property.

Section 2: **THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.**

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 7.62 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$49.36

Section 3. It being deemed by the City Council that this ORDINANCE shall go into immediate effect and force after its passage, approval and publication according to law.

Section 4. In the event that any other ordinance of the City of Cedar Hill, Texas, heretofore enacted is found to conflict with the provisions of this ordinance, this ordinance shall prevail.

Section 5. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions of this ordinance.

PASSED, APPROVED AND ADOPTED this the 11th day of September, 2018, at a regular meeting of the City Council of the City of Cedar Hill, Texas, there being a quorum present, record vote taken, and approved by the Mayor on the date above set.

Ayes: 7- Franke, Mason, McCain, Haydin, Swayze, McCurdy, Shaw

Nays: Ø

Absent: Ø

Present and not voting:

REDACTED

Mayor, Rob Franke

ATTEST:

REDACTED

Belinda Berg, City Secretary

APPROVED AS TO FORM:

REDACTED

Ron G. MacFarlane, Jr., City Attorney

ORDINANCE NO. 2018-650

AN ORDINANCE OF THE CITY OF CEDAR HILL, TEXAS, MAKING CERTAIN FINDINGS IN CONNECTION WITH THE PROPOSED IMPROVEMENTS ORDERED WITHIN THE CEDAR HILL PUBLIC IMPROVEMENT DISTRICT NO. 1; PROVIDING FOR: FINDINGS OF BENEFITS ACCRUED; ACCEPTING FIVE-YEAR SERVICE PLAN; ADOPTING AN ANNUAL BUDGET; RECORDING FINAL ASSESSMENT ONTO TAX ROLL; SETTING THE ASSESSMENT RATE; ESTABLISHING A METHOD OF PAYMENT; ESTABLISHING AN ASSESSMENT DUE DATE; PROVIDING FOR NEW APPOINTMENTS TO THE BOARD OF DIRECTORS; PROVIDING A CONFLICT CLAUSE, PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR IMMEDIATE EFFECT; AND PROVIDING FOR PUBLICATION.

WHEREAS, by Resolution No. R98-426 duly passed on October 13, 1998, after a duly noticed public hearing, this City Council established Cedar Hill Public Improvement District No. 1, commonly referred to as the *High Pointé* Public Improvement District; and

WHEREAS, on September 11, 2018, a public hearing was held and all persons owning or claiming ownership in any property proposed to be assessed or any interest therein were given an opportunity to be heard, either in person or through an agent or attorney, and all were given an opportunity to testify before the City Council and to contest the assessments proposed to be made because of any inaccuracy, irregularity, invalidity or insufficiency of these proceedings, or any proposed improvements or any other matter; and

WHEREAS, the City Council then closed the public hearing; and

WHEREAS, following the public hearing, the City Council took action on and modified as necessary proposed assessments on properties for which objections were registered in order to avoid inequities.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CEDAR HILL, TEXAS:

SECTION 1 – BENEFITS ACCRUED: That the benefits to accrue to the property assessed and to the owners of such property, from the landscape maintenance and improvements identified within the Five-Year Service Plan, hereby adopted by the City Council and to be funded from the assessments, exceed the amount which has been assessed.

SECTION 2 – ADOPTING 5-YEAR SERVICE PLAN: That the "Five-Year Funding Requirements Plan for 2018 - 2023", labeled herein as Exhibit "A" and attached hereto and made a part hereof is hereby adopted.

SECTION 3 – ADOPTING ANNUAL BUDGET: That the “20th Year Fiscal Operating Budget for October, 2018 to September, 2019”, labeled herein as Exhibit “B” and attached hereto and made a part hereof is hereby adopted.

SECTION 4 – RECORD FINAL ASSESSMENT ONTO TAX ROLL: That the City Manager and/or his designated representatives are hereby authorized and directed to carry out the terms and provisions of this ordinance by causing the costs outlined in the final assessment roll to be recorded in the Tax Roll, the names of the property owners and in the amounts shown on said final assessment roll; and that all prerequisites to the fixing of the assessments therein against the property described and the fixing of the personal liability of the owner or owners thereof have been performed in due time, form and manner as required by law, and no additional proof shall be required in any court.

SECTION 5 – ASSESSMENT RATE: That an assessment rate of \$0.10 per \$100 of taxable assessed value of all real properties within the Cedar Hill Public Improvement District No. 1, in accordance with the records of the Dallas County Tax Assessor/Collector, save and except for tax-exempted real property, shall be levied.

SECTION 6 – METHOD OF PAYMENT: That the method of payment of the assessment shall be in a single lump sum payment which shall be immediately due upon receipt of the assessment notice and which shall become delinquent on February 1, 2019. Delinquent assessments are subject to interest, penalties, attorney's fees and other charges, at the same rate as for the City of Cedar Hill delinquent ad valorem property taxes.

SECTION 7 – ASSESSMENT DUE: That a lien shall be established against each affected property within the district after the date the assessment is due, and shall not be released until the assessment is paid in full. This lien is superior to all other liens and claims except liens for claims for the state, county, school district or city ad valorem taxes.

SECTION 8 – APPOINTMENT OF NEW BOARD DIRECTORS: That persons will be identified and shall be appointed to serve as Directors for the Cedar Hill Public Improvement District No. 1 for a period of two years, subject to the terms and conditions established in the approved by-laws for said district.

SECTION 9 – FUND TRANSFER AUTHORIZATION: That the City Manager be, and hereby is, authorized to make intra-departmental fund transfers within a fund during the fiscal year as becomes necessary in order to avoid the over-expenditure of a particular object code.

SECTION 10 – CONFLICT: That this ordinance shall be and is hereby declared to be cumulative of all other ordinances of the City of Cedar Hill, Texas, and this ordinance shall not operate to repeal or affect any other ordinance except insofar as the provisions thereof might be inconsistent or in conflict with the

provisions of this ordinance, in which event such conflicting provisions, if any, in such other ordinance or ordinances are hereby repealed.

SECTION 11 – SEVERABILITY: That if any section, subsection, sentence, clause or phrase of this ordinance is for any reason held unconstitutional, invalid or illegal, such holding shall not affect the validity of the remaining portions of this ordinance.

SECTION 12 - EFFECTIVE DATE: Because of the nature of the interest and safeguard sought to be protected by this ordinance and in the interest of health, safety and welfare of the citizens of the City of Cedar Hill, Texas, and particularly Public Improvement District No. 1, this ordinance shall take effect immediately after passage and publication as required by law.

SECTION 13 - PUBLICATION: The City Secretary is hereby authorized and directed to cause publication of the descriptive caption hereof as an alternative method of publication provided by law.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF CEDAR HILL, TEXAS,
THIS THE 11TH DAY OF SEPTEMBER, IN THE YEAR 2018.**

REDACTED

Rob Franke, Mayor

ATTEST:

REDACTED

Belinda Berg, City Secretary

APPROVED AS TO FORM:

REDACTED

Ron G. MacFarlane, Jr., City Attorney

EXHIBIT A

**FIVE YEAR FUNDING REQUIREMENTS PLAN
CEDAR HILL PUBLIC IMPROVEMENT DISTRICT NO. 1
YEARS 2019-2023**

YEAR ONE (2018-2019)

a. City of Cedar Hill Administration Costs	4,600
b. Maintenance/Landscaping	162,065
c. General Administration and Operation Fund	142,535
d. Capital Improvements	197,290
e. Other Costs	0
TOTAL	506,490

FOR INFO ONLY

YEAR ONE (2018-2019)

Assessments	431,690
Other Revenue	3,300
City Contribution	20,000
Total Current Income	454,990
Use of Reserves	51,500
Total Sources	506,490

YEAR TWO (2019-2020)

a. City of Cedar Hill Administration Costs	4,600
b. Maintenance/Landscaping	168,548
c. General Administration and Operation Fund	149,662
d. Capital Improvements	159,955
e. Other Costs	0
TOTAL	482,765

YEAR TWO (2019-2020)

Assessments	462,765
Other Revenue	0
City Contribution	20,000
Total Current Income	482,765
Use of Reserves	0
Total Sources	482,765

YEAR THREE (2020-2021)

a. City of Cedar Hill Administration Costs	4,600
b. Maintenance/Landscaping	175,290
c. General Administration and Operation Fund	157,145
d. Capital Improvements	178,123
e. Other Costs	0
TOTAL	515,158

YEAR THREE (2020-2021)

Assessments	495,158
Other Revenue	0
City Contribution	20,000
Total Current Income	515,158
Use of Reserves	0
Total Sources	515,158

YEAR FOUR (2021-2022)

a. City of Cedar Hill Administration Costs	4,600
b. Maintenance/Landscaping	182,302
c. General Administration and Operation Fund	165,002
d. Capital Improvements	197,916
e. Other Costs	0
TOTAL	549,820

YEAR FOUR (2021-2022)

Assessments	529,820
Other Revenue	0
City Contribution	20,000
Total Current Income	549,820
Use of Reserves	0
Total Sources	549,820

YEAR FIVE (2022-2023)

a. City of Cedar Hill Administration Costs	4,600
b. Maintenance/Landscaping	189,593
c. General Administration and Operation Fund	173,252
d. Capital Improvements	219,461
e. Other Costs	0
TOTAL	586,906

YEAR FIVE (2022-2023)

Assessments	566,906
Other Revenue	0
City Contribution	20,000
Total Current Income	586,906
Use of Reserves	0
Total Sources	586,906

EXHIBIT B

CEDAR HILL PUBLIC IMPROVEMENT DISTRICT NO. 1 HIGH POINTE 2018-2019 BUDGET	BUDGET 2018-2019
Supplies	
0313-900-910-000-51101 Office Supplies	\$ 200
0313-900-910-000-51104 Expendable Supplies	2,000
0313-900-910-000-51119 Postage	100
Total Supplies	2,300
Maintenance	
0313-900-910-000-52122 Maintenance - Fencing	4,000
0313-900-910-000-52125 Maintenance - Lighting Systems	6,000
0313-900-910-000-52128 Maintenance - Brick Structures	2,500
0313-900-910-000-52131 Maintenance - Irrigation Systems	8,000
0313-900-910-000-52146 Maintenance - Miscellaneous	15,000
0313-900-910-000-52147 Maintenance - Base Contract	121,685
0313-900-910-000-52148 Maintenance - Banner	4,880
Total Maintenance	162,065
Services	
0313-900-910-000-53101 Attorney	750
0313-900-910-000-53250 Police Patrol Services	20,800
0313-900-910-000-53410 Insurance - Liability	1,000
0313-900-910-000-53905 Printing Services	300
0313-900-910-000-53910 Subscription Services	700
0313-900-910-000-53940 Holiday Lighting Program	53,780
0313-900-910-000-53946 Management Fee	16,800
0313-900-910-000-53965 City Administration Charge	4,600
0313-900-910-000-53970 Property Tax Collection Fee	7,400
Total Services	106,130
Utilities	
0313-900-910-000-54101 Electricity	5,000
0313-900-910-000-54125 Water/Wastewater	33,705
Total Utilities	38,705
PID Enhancements/Capital	
0313-900-910-000-59438 PID Enhancements	127,290
0313-900-910-000-59689 Security Camera	70,000
Total Capital	197,290
Total Expenditures	\$ 506,490

ORDINANCE NO. 2018-651

AN ORDINANCE OF THE CITY OF CEDAR HILL, TEXAS, MAKING CERTAIN FINDINGS IN CONNECTION WITH THE PROPOSED IMPROVEMENTS ORDERED WITHIN THE CEDAR HILL PUBLIC IMPROVEMENT DISTRICT NO. 2; PROVIDING FOR: FINDINGS OF BENEFITS ACCRUED; ACCEPTING A FIVE-YEAR SERVICE PLAN; ADOPTING AN ANNUAL BUDGET; RECORDING FINAL ASSESSMENT ONTO TAX ROLL; SETTING THE ASSESSMENT RATE; ESTABLISHING A METHOD OF PAYMENT; ESTABLISHING AN ASSESSMENT DUE DATE; PROVIDING FOR NEW APPOINTMENTS TO THE BOARD OF DIRECTORS; PROVIDING A CONFLICT CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR IMMEDIATE EFFECT; AND PROVIDING FOR PUBLICATION.

WHEREAS, by Resolution No. R02-87 duly passed on December 10, 2002, after a duly noticed public hearing, this City Council established Cedar Hill Public Improvement District No. 2, commonly referred to as the Waterford Oaks Public Improvement District; and

WHEREAS, on September 11, 2018, a public hearing was held and all persons owning or claiming ownership in any property proposed to be assessed, or any interest therein, were given an opportunity to be heard, either in person or through an agent or attorney, and all were given an opportunity to testify before the City Council and to contest the assessments proposed to be made or because of any inaccuracy, irregularity, invalidity or insufficiency of these proceedings, or to any proposed improvements or on account of any other matter; and

WHEREAS, the City Council then closed the public hearing; and

WHEREAS, following the public hearing, the City Council took action on and modified as necessary proposed assessments on properties for which objections were registered in order to avoid inequities.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CEDAR HILL, TEXAS:

SECTION 1 – BENEFITS ACCRUED: That the benefits to accrue to the property assessed and to the owners of such property, from the landscape maintenance and improvements identified within the Five-Year Service Plan, hereby adopted by the City Council and to be funded from the assessments, exceed the amount which has been assessed.

SECTION 2 – ADOPTING 5-YEAR SERVICE PLAN: That the “Five-Year Funding Requirements Plan for 2018 – 2023”, labeled herein as Exhibit “A” and attached hereto and made a part hereof is hereby adopted.

SECTION 3 – ADOPTING ANNUAL BUDGET: That the “16th Year Fiscal Operating Budget for October, 2018 to September, 2019”, labeled herein as Exhibit “B” and attached hereto and made a part hereof is hereby adopted.

SECTION 4 – RECORD FINAL ASSESSMENT ONTO TAX ROLL: That the City Manager and/or his designated representatives are hereby authorized and directed to carry out the terms and provisions of this ordinance by causing the costs outlined in the final assessment roll to be recorded in the Tax Roll, the names of the property owners and in the amounts shown on said final assessment roll; and that all prerequisites to the fixing of the assessments therein against the property described and the fixing of the personal liability of the owner or owners thereof have been performed in due time, form and manner as required by law, and no additional proof shall be required in any court.

SECTION 5 – ASSESSMENT RATE: That an assessment rate of \$0.10 per \$100 of taxable assessed value of all real properties within the Cedar Hill Public Improvement District No. 2, in accordance with the records of the Dallas County Tax Assessor/Collector, save and except for tax-exempted real property, shall be levied.

SECTION 6 – METHOD OF PAYMENT: That the method of payment of the assessment shall be in a single lump sum payment which shall be immediately due upon receipt of the assessment notice and which shall become delinquent on February 1, 2019. Delinquent assessments are subject to interest, penalties, attorney's fees and other charges, at the same rate as for the City of Cedar Hill delinquent ad valorem property taxes.

SECTION 7 – ASSESSMENT DUE: That a lien shall be established against each affected property within the district after the date the assessment is due, and shall not be released until the assessment is paid in full. This lien is superior to all other liens and claims except liens for claims for the state, county, school district or city ad valorem taxes.

SECTION 8 – APPOINTMENT OF NEW BOARD DIRECTORS: That persons will be identified and shall be appointed to serve as Directors for the Cedar Hill Public Improvement District No. 2 for a period of two years, subject to the terms and conditions of the Cedar Hill City Council approved by-laws for said district to be established at a later time.

SECTION 9 – FUND TRANSFER AUTHORIZATION: That the City Manager be and is hereby authorized to make intra-departmental fund transfers within a fund during the fiscal year as becomes necessary in order to avoid the over-expenditure of a particular object code.

SECTION 10 – CONFLICT: That this ordinance shall be and is hereby declared to be cumulative of all other ordinances of the City of Cedar Hill, Texas, and this ordinance shall not operate to repeal or affect any other ordinance except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of

this ordinance, in which event such conflicting provisions, if any, in such other ordinance or ordinances are hereby repealed.

SECTION 11 – SEVERABILITY: That if any section, subsection, sentence, clause or phrase of this ordinance is for any reason held unconstitutional, such holding shall not affect the validity of the remaining portions of this ordinance.

SECTION 12 - EFFECTIVE DATE: Because of the nature of the interest and safeguard sought to be protected by this ordinance and in the interest of health, safety and welfare of the citizens of the City of Cedar Hill, Texas, and particularly Public Improvement District No. 2, this ordinance shall take effect immediately after passage and publication as required by law.

SECTION 13 - PUBLICATION: The City Secretary is hereby authorized and directed to cause publication of the descriptive caption hereof as an alternative method of publication provided by law.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF CEDAR HILL, TEXAS,
THIS THE 11TH DAY OF SEPTEMBER, IN THE YEAR 2018.**

REDACTED

Rob Franke, Mayor

ATTEST:

REDACTED

Belinda Berg, City Secretary

APPROVED AS TO FORM:

REDACTED

Ron G. MacFarlane, Jr., City Attorney

EXHIBIT A

**FIVE YEAR FUNDING REQUIREMENTS PLAN
CEDAR HILL PUBLIC IMPROVEMENT DISTRICT NO. 2
2019 - 2023**

		FOR INFO ONLY
		YEAR ONE (2018-2019)
a.	City of Cedar Hill Administration Costs	\$ 5,000
a.	Maintenance/Landscaping	37,000
c.	General Administration and Operation Fund	40,800
d.	Capital Improvements	30,000
e.	Other Costs	27,000
	TOTAL	\$ 139,800
YEAR TWO (2019-2020)		YEAR TWO (2019-2020)
a.	City of Cedar Hill Administration Costs	\$ 5,000
b.	Maintenance/Landscaping	38,000
c.	General Administration and Operation Fund	43,000
d.	Capital Improvements	30,000
e.	Other Costs	30,000
	TOTAL	\$ 146,000
YEAR THREE (2020-2021)		YEAR THREE (2020-2021)
a.	City of Cedar Hill Administration Costs	\$ 5,000
b.	Maintenance/Landscaping	39,000
c.	General Administration and Operation Fund	43,500
d.	Capital Improvements	30,000
e.	Other Costs	30,000
	TOTAL	\$ 147,500
YEAR FOUR (2021-2022)		YEAR FOUR (2021-2022)
a.	City of Cedar Hill Administration Costs	\$ 5,000
b.	Maintenance/Landscaping	40,000
c.	General Administration and Operation Fund	46,000
d.	Capital Improvements	30,000
e.	Other Costs	35,000
	TOTAL	\$ 156,000
YEAR FIVE (2022-2023)		YEAR FIVE (2022-2023)
a.	City of Cedar Hill Administration Costs	\$ 5,000
b.	Maintenance/Landscaping	40,000
c.	General Administration and Operation Fund	50,000
d.	Capital Improvements	30,000
e.	Other Costs	37,000
	TOTAL	\$ 162,000

EXHIBIT B

CEDAR HILL PUBLIC IMPROVEMENT DISTRICT NO. 2 WATERFORD OAKS PID 2018-2019 BUDGET	BUDGET 2018-2019
Supplies	
0314-900-920-000-51101 Office Supplies	\$ -
0314-900-920-000-51104 Expendable Supplies	1,000
0314-900-920-000-51119 Postage	-
Total Supplies	1,000
Maintenance	
0314-900-920-000-52131 Maintenance - Irrigation Systems	3,000
0314-900-920-000-52137 Maintenance - Landscaping	5,500
0314-900-920-000-52138 Maintenance - Mowing	25,000
0314-900-920-000-52146 Maintenance - Miscellaneous	3,500
Total Maintenance	37,000
Services	
0314-900-920-000-53101 Attorney	-
0314-900-920-000-53250 Police Patrol Services	8,000
0314-900-920-000-53410 Insurance - Liability	200
0314-900-920-000-53905 Printing Services	100
0314-900-920-000-53945 Special Services	18,000
0314-900-920-000-53965 City Administration Charge	5,000
0314-900-920-000-53970 Property Tax Collection Fee	2,200
Total Services	33,500
Utilities	
0314-900-920-000-54101 Electricity	2,300
0314-900-920-000-54125 Water/Wastewater	9,000
Total Utilities	11,300
Miscellaneous	
0314-900-920-000-57120 Meetings & Luncheons	-
0314-900-920-000-57199 Miscellaneous	27,000
Total Utilities	27,000
PID Enhancements/Capital	
0314-900-920-000-59105 PID Enhancements	30,000
Total Capital	30,000
Total Expenditures	\$ 139,800

ORDINANCE NO. 2018-652

AN ORDINANCE OF THE CITY OF CEDAR HILL, TEXAS, MAKING CERTAIN FINDINGS IN CONNECTION WITH THE PROPOSED IMPROVEMENTS ORDERED WITHIN THE CEDAR HILL PUBLIC IMPROVEMENT DISTRICT NO. 3; PROVIDING FOR: FINDINGS OF BENEFITS ACCRUED; ACCEPTING A FIVE-YEAR SERVICE PLAN; ADOPTING AN ANNUAL BUDGET; RECORDING FINAL ASSESSMENT ONTO TAX ROLL; SETTING THE ASSESSMENT RATE; ESTABLISHING A METHOD OF PAYMENT; ESTABLISHING AN ASSESSMENT DUE DATE; PROVIDING FOR NEW APPOINTMENTS TO THE BOARD OF DIRECTORS; PROVIDING A CONFLICT CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR IMMEDIATE EFFECT; AND PROVIDING FOR PUBLICATION.

WHEREAS, by Resolution No. R15-443 duly passed on September 22, 2015, after a duly noticed public hearing, this City Council established Cedar Hill Public Improvement District No. 3, commonly referred to as the *Winding Hollow Public Improvement District*; and

WHEREAS, on September 11, 2018, a public hearing was held and all persons owning or claiming ownership in any property proposed to be assessed, or any interest therein, were given an opportunity to be heard, either in person or through an agent or attorney, and all were given an opportunity to testify before the City Council and to contest the assessments proposed to be made or because of any inaccuracy, irregularity, invalidity or insufficiency of these proceedings, or to any proposed improvements or on account of any other matter; and

WHEREAS, the City Council then closed the public hearing; and

WHEREAS, following the public hearing, the City Council took action on and modified as necessary proposed assessments on properties for which objections were registered in order to avoid inequities.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CEDAR HILL, TEXAS:

SECTION 1 – BENEFITS ACCRUED: That the benefits to accrue to the property assessed and to the owners of such property, from the landscape maintenance and improvements identified within the Five-Year Service Plan, hereby adopted by the City Council and to be funded from the assessments, exceed the amount which has been assessed.

SECTION 2 – ADOPTING 5-YEAR SERVICE PLAN: That the "Five-Year Funding Requirements Plan for 2018 – 2023", labeled herein as *Exhibit "A"* and attached hereto and made a part hereof is hereby adopted.

SECTION 3 – ADOPTING ANNUAL BUDGET: That the “3rd Year Fiscal Operating Budget for October, 2018 to September, 2019”, labeled herein as Exhibit “B” and attached hereto and made a part hereof is hereby adopted.

SECTION 4 – RECORD FINAL ASSESSMENT ONTO TAX ROLL: That the City Manager and/or his designated representatives are hereby authorized and directed to carry out the terms and provisions of this ordinance by causing the costs outlined in the final assessment roll to be recorded in the Tax Roll, the names of the property owners and in the amounts shown on said final assessment roll; and that all prerequisites to the fixing of the assessments therein against the property described and the fixing of the personal liability of the owner or owners thereof have been performed in due time, form and manner as required by law, and no additional proof shall be required in any court.

SECTION 5 – ASSESSMENT RATE: That an assessment rate of \$0.10 per \$100 of taxable assessed value of all real properties within the Cedar Hill Public Improvement District No. 3, in accordance with the records of the Dallas County Tax Assessor/Collector, save and except for tax-exempted real property, shall be levied.

SECTION 6 – METHOD OF PAYMENT: That the method of payment of the assessment shall be in a single lump sum payment which shall be immediately due upon receipt of the assessment notice and which shall become delinquent on February 1, 2019. Delinquent assessments are subject to interest, penalties, attorney's fees and other charges, at the same rate as for the City of Cedar Hill delinquent ad valorem property taxes.

SECTION 7 – ASSESSMENT DUE: That a lien shall be established against each affected property within the district after the date the assessment is due, and shall not be released until the assessment is paid in full. This lien is superior to all other liens and claims except liens for claims for the state, county, school district or city ad valorem taxes.

SECTION 8 – APPOINTMENT OF NEW BOARD DIRECTORS: That persons will be identified and shall be appointed to serve as Directors for the Cedar Hill Public Improvement District No. 3 for a period of two years, subject to the terms and conditions of the Cedar Hill City Council approved by-laws for said district to be established at a later time.

SECTION 9 – FUND TRANSFER AUTHORIZATION: That the City Manager be and is hereby authorized to make intra-departmental fund transfers within a fund during the fiscal year as becomes necessary in order to avoid the over-expenditure of a particular object code.

SECTION 10 – CONFLICT: That this ordinance shall be and is hereby declared to be cumulative of all other ordinances of the City of Cedar Hill, Texas, and this ordinance shall not operate to repeal or affect any other ordinance except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of

this ordinance, in which event such conflicting provisions, if any, in such other ordinance or ordinances are hereby repealed.

SECTION 11 – SEVERABILITY: That if any section, subsection, sentence, clause or phrase of this ordinance is for any reason held unconstitutional, such holding shall not affect the validity of the remaining portions of this ordinance.

SECTION 12 - EFFECTIVE DATE: Because of the nature of the interest and safeguard sought to be protected by this ordinance and in the interest of health, safety and welfare of the citizens of the City of Cedar Hill, Texas, and particularly Public Improvement District No. 3, this ordinance shall take effect immediately after passage and publication as required by law.

SECTION 13 - PUBLICATION: The City Secretary is hereby authorized and directed to cause publication of the descriptive caption hereof as an alternative method of publication provided by law.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF CEDAR HILL, TEXAS,
THIS THE 11TH DAY OF SEPTEMBER, IN THE YEAR 2018.**

REDACTED

Rob Franke, Mayor

ATTEST:

REDACTED

Belinda Berg, City Secretary

APPROVED AS TO FORM:

REDACTED

Ron G. MacFarlane, Jr., City Attorney

EXHIBIT A

FIVE YEAR FUNDING REQUIREMENTS PLAN
CEDAR HILL PUBLIC IMPROVEMENT DISTRICT NO. 3
2019 - 2023

YEAR ONE (2018-2019)

a. City of Cedar Hill Administration Costs	\$ -
a. Maintenance/Landscaping	1,500
c. General Administration and Operation Fund	5,150
d. Capital Improvements	19,500
e. Other Costs	-
TOTAL	\$ 26,150

FOR INFO ONLY	
YEAR ONE (2018-2019)	
Assessments	\$ 44,930
Other Revenue	650
City Contribution	0
Total Current Income	45,580
Use of Reserves	0
Total Sources	\$ 45,580

YEAR TWO (2019-2020)

a. City of Cedar Hill Administration Costs	\$ 500
b. Maintenance/Landscaping	5,000
c. General Administration and Operation Fund	5,000
d. Capital Improvements	31,500
e. Other Costs	-
TOTAL	\$ 42,000

YEAR TWO (2019-2020)

FOR INFO ONLY	
YEAR TWO (2019-2020)	
Assessments	\$ 46,735
Other Revenue	825
City Contribution	0
Total Current Income	47,560
Use of Reserves	0
Total Sources	\$ 47,560

YEAR THREE (2020-2021)

a. City of Cedar Hill Administration Costs	\$ 500
b. Maintenance/Landscaping	8,000
c. General Administration and Operation Fund	4,000
d. Capital Improvements	32,500
e. Other Costs	-
TOTAL	\$ 45,000

YEAR THREE (2020-2021)

FOR INFO ONLY	
YEAR THREE (2020-2021)	
Assessments	\$ 48,605
Other Revenue	825
City Contribution	0
Total Current Income	49,430
Use of Reserves	0
Total Sources	\$ 49,430

YEAR FOUR (2021-2022)

a. City of Cedar Hill Administration Costs	\$ 500
b. Maintenance/Landscaping	10,000
c. General Administration and Operation Fund	5,000
d. Capital Improvements	32,500
e. Other Costs	-
TOTAL	\$ 48,000

YEAR FOUR (2021-2022)

FOR INFO ONLY	
YEAR FOUR (2021-2022)	
Assessments	\$ 50,545
Other Revenue	850
City Contribution	0
Total Current Income	51,395
Use of Reserves	0
Total Sources	\$ 51,395

YEAR FIVE (2022-2023)

a. City of Cedar Hill Administration Costs	\$ 500
b. Maintenance/Landscaping	12,000
c. General Administration and Operation Fund	5,000
d. Capital Improvements	32,500
e. Other Costs	-
TOTAL	\$ 50,000

YEAR FIVE (2022-2023)

FOR INFO ONLY	
YEAR FIVE (2022-2023)	
Assessments	\$ 52,570
Other Revenue	850
City Contribution	0
Total Current Income	53,420
Use of Reserves	0
Total Sources	\$ 53,420

(b.) = Add back to reserves

EXHIBIT B

CEDAR HILL PUBLIC IMPROVEMENT DISTRICT NO. 3 WINDING HOLLOW 2018-2019 BUDGET	BUDGET 2018-2019
Supplies	
0325-900-930-000-51101 Office Supplies	\$ 100
0325-900-930-000-51104 Expendable Supplies	500
0325-900-930-000-51119 Postage	-
Total Supplies	600
Maintenance	
0325-900-930-000-52146 Maintenance - Miscellaneous	1,500
Total Maintenance	1,500
Services	
0325-900-930-000-53905 Printing Services	300
0325-900-930-000-53945 Special Services	2,500
0325-900-930-000-53946 Management Fee	-
0325-900-930-000-53965 City Administration Charge	-
0325-900-930-000-53970 Property Tax Collection Fee	700
Total Services	3,500
Utilities	
0325-900-930-000-54101 Electricity	600
0325-900-930-000-54125 Water/Wastewater	300
Total Utilities	900
Miscellaneous	
0325-900-930-000-57120 Meetings & Luncheons	-
0325-900-930-000-57199 Miscellaneous	150
Total Utilities	150
PID Enhancements/Capital	
0325-900-930-000-59438 PID Enhancements	19,500
Total Capital	19,500
Total Expenditures	\$ 26,150

ORDINANCE NO. 2018-653

AN ORDINANCE OF THE CITY OF CEDAR HILL, TEXAS, MAKING CERTAIN FINDINGS IN CONNECTION WITH THE PROPOSED IMPROVEMENTS ORDERED WITHIN THE CEDAR HILL PUBLIC IMPROVEMENT DISTRICT NO. 4; PROVIDING FOR: FINDINGS OF BENEFITS ACCRUED; ACCEPTING A FIVE-YEAR SERVICE PLAN; ADOPTING AN ANNUAL BUDGET; RECORDING FINAL ASSESSMENT ONTO TAX ROLL; SETTING THE ASSESSMENT RATE; ESTABLISHING A METHOD OF PAYMENT; ESTABLISHING AN ASSESSMENT DUE DATE; PROVIDING FOR NEW APPOINTMENTS TO THE BOARD OF DIRECTORS; PROVIDING A CONFLICT CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR IMMEDIATE EFFECT; AND PROVIDING FOR PUBLICATION.

WHEREAS, by Resolution No. R17-493 duly passed on August 29, 2017, after a duly noticed public hearing, this City Council established Cedar Hill Public Improvement District No. 4, commonly referred to as the *Windsor Park Public Improvement District*; and

WHEREAS, on September 11, 2018, a public hearing was held and all persons owning or claiming ownership in any property proposed to be assessed, or any interest therein, were given an opportunity to be heard, either in person or through an agent or attorney, and all were given an opportunity to testify before the City Council and to contest the assessments proposed to be made or because of any inaccuracy, irregularity, invalidity or insufficiency of these proceedings, or to any proposed improvements or on account of any other matter; and

WHEREAS, the City Council then closed the public hearing; and

WHEREAS, following the public hearing, the City Council took action on and modified as necessary proposed assessments on properties for which objections were registered in order to avoid inequities.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CEDAR HILL, TEXAS:

SECTION 1 – BENEFITS ACCRUED: That the benefits to accrue to the property assessed and to the owners of such property, from the landscape maintenance and improvements identified within the Five-Year Service Plan, hereby adopted by the City Council and to be funded from the assessments, exceed the amount which has been assessed.

SECTION 2 – ADOPTING 5-YEAR SERVICE PLAN: That the “Five-Year Funding Requirements Plan for 2018 – 2023”, labeled herein as *Exhibit “A”* and attached hereto and made a part hereof is hereby adopted.

SECTION 3 – ADOPTING ANNUAL BUDGET: That the “1st Year Fiscal Operating Budget for October, 2018 to September, 2019”, labeled herein as Exhibit “B” and attached hereto and made a part hereof is hereby adopted.

SECTION 4 – RECORD FINAL ASSESSMENT ONTO TAX ROLL: That the City Manager and/or his designated representatives are hereby authorized and directed to carry out the terms and provisions of this ordinance by causing the costs outlined in the final assessment roll to be recorded in the Tax Roll, the names of the property owners and in the amounts shown on said final assessment roll; and that all prerequisites to the fixing of the assessments therein against the property described and the fixing of the personal liability of the owner or owners thereof have been performed in due time, form and manner as required by law, and no additional proof shall be required in any court.

SECTION 5 – ASSESSMENT RATE: That an assessment rate of \$0.10 per \$100 of taxable assessed value of all real properties within the Cedar Hill Public Improvement District No. 4, in accordance with the records of the Dallas County Tax Assessor/Collector, save and except for tax-exempted real property, shall be levied.

SECTION 6 – METHOD OF PAYMENT: That the method of payment of the assessment shall be in a single lump sum payment which shall be immediately due upon receipt of the assessment notice and which shall become delinquent on February 1, 2019. Delinquent assessments are subject to interest, penalties, attorney's fees and other charges, at the same rate as for the City of Cedar Hill delinquent ad valorem property taxes.

SECTION 7 – ASSESSMENT DUE: That a lien shall be established against each affected property within the district after the date the assessment is due, and shall not be released until the assessment is paid in full. This lien is superior to all other liens and claims except liens for claims for the state, county, school district or city ad valorem taxes.

SECTION 8 – APPOINTMENT OF NEW BOARD DIRECTORS: That persons will be identified and shall be appointed to serve as Directors for the Cedar Hill Public Improvement District No. 4 for a period of two years, subject to the terms and conditions of the Cedar Hill City Council approved by-laws for said district to be established at a later time.

SECTION 9 – FUND TRANSFER AUTHORIZATION: That the City Manager be and is hereby authorized to make intra-departmental fund transfers within a fund during the fiscal year as becomes necessary in order to avoid the over-expenditure of a particular object code.

SECTION 10 – CONFLICT: That this ordinance shall be and is hereby declared to be cumulative of all other ordinances of the City of Cedar Hill, Texas, and this ordinance shall not operate to repeal or affect any other ordinance except insofar as the provisions thereof might be inconsistent or in conflict with the provisions of

this ordinance, in which event such conflicting provisions, if any, in such other ordinance or ordinances are hereby repealed.

SECTION 11 – SEVERABILITY: That if any section, subsection, sentence, clause or phrase of this ordinance is for any reason held unconstitutional, such holding shall not affect the validity of the remaining portions of this ordinance.

SECTION 12 - EFFECTIVE DATE: Because of the nature of the interest and safeguard sought to be protected by this ordinance and in the interest of health, safety and welfare of the citizens of the City of Cedar Hill, Texas, and particularly Public Improvement District No. 4, this ordinance shall take effect immediately after passage and publication as required by law.

SECTION 13 - PUBLICATION: The City Secretary is hereby authorized and directed to cause publication of the descriptive caption hereof as an alternative method of publication provided by law.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF CEDAR HILL, TEXAS,
THIS THE 11TH DAY OF SEPTEMBER, IN THE YEAR 2018.**

REDACTED

Rob Franke, Mayor

ATTEST:

REDACTED

Belinda Berg, City Secretary

APPROVED AS TO FORM:

REDACTED

Ron G. MacFarlane, Jr., City Attorney

EXHIBIT A

FIVE YEAR FUNDING REQUIREMENTS PLAN CEDAR HILL PUBLIC IMPROVEMENT DISTRICT NO.4 - WINDSOR PARK 2019 - 2023

YEAR ONE (2018-2019)

a. City of Cedar Hill Administration Costs	\$ -
a. Maintenance/Landscaping	2,000
c. General Administration and Operation Fund	13,000
d. Capital Improvements	53,000
e. Other Costs	-
TOTAL	<u>\$ 68,000</u>

FOR INFO ONLY

YEAR ONE (2018-2019)

Assessments	\$ 68,000
Other Revenue	400
City Contribution	0
Total Current Income	<u>68,400</u>
Use of Reserves	0
Total Sources	<u>\$ 68,400</u>

YEAR TWO (2019-2020)

a. City of Cedar Hill Administration Costs	\$ -
b. Maintenance/Landscaping	2,000
c. General Administration and Operation Fund	28,565
d. Capital Improvements	40,000
e. Other Costs	-
TOTAL	<u>\$ 70,565</u>

YEAR TWO (2019-2020)

Assessments	\$ 70,720
Other Revenue	600
City Contribution	0
Total Current Income	<u>71,320</u>
Use of Reserves	0
Total Sources	<u>\$ 71,320</u>

YEAR THREE (2020-2021)

a. City of Cedar Hill Administration Costs	\$ -
b. Maintenance/Landscaping	2,000
c. General Administration and Operation Fund	29,565
d. Capital Improvements	36,000
e. Other Costs	-
TOTAL	<u>\$ 67,565</u>

YEAR THREE (2020-2021)

Assessments	\$ 73,550
Other Revenue	600
City Contribution	0
Total Current Income	<u>74,150</u>
Use of Reserves	0
Total Sources	<u>\$ 74,150</u>

YEAR FOUR (2021-2022)

a. City of Cedar Hill Administration Costs	\$ -
b. Maintenance/Landscaping	2,000
c. General Administration and Operation Fund	29,575
d. Capital Improvements	40,000
e. Other Costs	-
TOTAL	<u>\$ 71,575</u>

YEAR FOUR (2021-2022)

Assessments	\$ 76,490
Other Revenue	600
City Contribution	0
Total Current Income	<u>77,090</u>
Use of Reserves	0
Total Sources	<u>\$ 77,090</u>

YEAR FIVE (2022-2023)

a. City of Cedar Hill Administration Costs	\$ -
b. Maintenance/Landscaping	2,000
c. General Administration and Operation Fund	29,675
d. Capital Improvements	40,000
e. Other Costs	-
TOTAL	<u>\$ 71,675</u>

YEAR FIVE (2022-2023)

Assessments	\$ 79,550
Other Revenue	600
City Contribution	0
Total Current Income	<u>80,150</u>
Use of Reserves	0
Total Sources	<u>\$ 80,150</u>

EXHIBIT B

CEDAR HILL PUBLIC IMPROVEMENT DISTRICT NO. 4 WINDSOR PARK 2018-2019 BUDGET	BUDGET 2018-2019
Supplies	
0328-900-940-000-51101 Office Supplies	\$ 100
0328-900-940-000-51104 Expendable Supplies	100
0328-900-940-000-51119 Postage	-
Total Supplies	200
Maintenance	
0328-900-940-000-52137 Maintenance - Landscaping	2,000
Total Maintenance	2,000
Services	
0328-900-940-000-53410 Insurance - Liability	165
0328-900-940-000-53905 Printing Services	-
0328-900-940-000-53945 Special Services	2,000
0328-900-940-000-53946 Management Fee	5,000
0328-900-940-000-53965 City Administration Charge	-
0328-900-940-000-53970 Property Tax Collection Fee	700
Total Services	7,865
Utilities	
0328-900-940-000-54101 Electricity	1,200
0328-900-940-000-54125 Water/Wastewater	3,600
Total Utilities	4,800
Miscellaneous	
0328-900-940-000-57120 Meetings & Luncheons	-
0328-900-940-000-57199 Miscellaneous	135
Total Utilities	135
PID Enhancements/Capital	
0328-900-940-000-59438 PID Enhancements	53,000
Total Capital	53,000
Total Expenditures	\$ 68,000