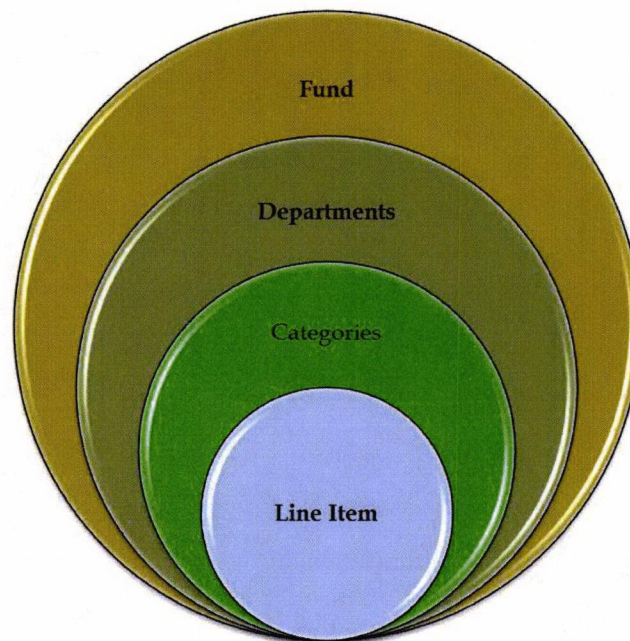


## Budget Summary

The departmental summaries that follow will continue into this combined budget summary and represent units of the organization arranged within the Funds of the City. The City's budget for each department is broken down into six categories of expenditures. Individual line items roll into the categories and staff will use a line item budget for day-to-day financial management. The six categories are:

1. **Personnel** – accounts for the full cost of salaries and all benefits of City employees. This category also includes expenses related to personnel, such as travel, training and uniforms.
2. **Legal & Professional** – accounts for operating expenses associated with outside consultation with professionals such as attorneys, engineers and consultants.
3. **Materials & Supplies** – accounts for consumable operating supplies, including expenses such as office supplies, chemicals, ammunition, medical supplies, etc.
4. **Maintenance** – includes operating expenses for goods and services necessary for the operation and maintenance of facilities, equipment, and tools including items such as fuel, oil changes, tires, vehicle repairs, hardware and software maintenance agreements, etc.
5. **Utility Expenses** – accounts for the cost of purchasing utilities such as electricity, phone lines, and natural gas.
6. **Other Operating Expenses** – accounts for a variety of other expenses such as property insurance, postage, equipment rental, advertising, library materials, office cleaning and rent.

The following graphic is intended to solidify an understanding of the organizing financial structure used to develop the City budget. Line items roll into categories, which in turn roll into departments, which then roll into funds. The budget ordinance that is presented to Council in September requests appropriation resources at the fund level. It carries different levels of authorization and necessary approval. In the event that a fund may exceed the budgeted amount enacted by ordinance, a budget amendment ordinance will be requested. If at any time, a department's expenditures exceed the budgeted amount for that department, City Council will be advised, but no formal action is required. Any budget adjustments below the department level will be managed at staff level.



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### SUMMARY OF SIGNIFICANT CHANGES IN FUND BALANCES

The amount of resources available for funding the annual budget is a vital element of budget development. The City is in the position of funding each year's budget with current revenues and utilization of the appropriate fund balance. In an effort to standardize the reporting of financial information from both a budgetary and financial reporting aspect, the City recognizes undesignated, unreserved fund balance in the General Fund and unrestricted net assets in the Utility Fund, as available financial resources for City operations. For budgetary representation purposes, Fund Balance refers to undesignated, unreserved fund balance and net assets depending upon fund type. Level of reserve is calculated based upon the expected fund balance at the end of fiscal year divided by the current operating expenses.

Because each fund has unique characteristics regarding the ability to forecast revenues and expenditures, different levels of fund balances are appropriate. One measure of a city's financial strength is the level of its fund balance. In fiscal year 2018-2019 several new funds were created to better account for revenue sources and allocate them to the appropriate targeted expenditures.

The list of newly created funds is shown below:

- Roadway Capital Recovery Fund
- Water Capital Recovery Fund
- Sewer Capital Recovery Fund



## Budget Summary

The City implemented the GASB Statement 54 standard for classification of fund balance in the governmental funds. The fund balances of governmental funds are defined as follows:

**Non-spendable** – amounts that cannot be spent either because they are in non-spendable form, such as inventory or prepaid items or because they are legally or contractually required to be maintained intact.

**Restricted** – amount that can be spent only for specific purposes or constraints that are externally imposed by creditors, grantors, contributors, or laws or regulations of other governments.

**Committed** – amounts that can be used only for specific purposes determined by the formal action of City Council. The City Council is the highest level of decision making authority for the City. Commitments may be established, modified, or restricted only through a formal resolution of the City Council.

**Assigned** – amounts that do not meet the criteria to be classified as restricted or committed but are intended to be used for specific purposes that have been established by the City Council.

**Unassigned** – all other spendable amounts in general fund will fall under this category.

The City Council delegates the responsibility to assign funds to the City Manager, Director of Finance, or other designee as determined by the Council.

When expenditures are incurred for which both restricted and unrestricted fund balances are available, the City considers restricted funds to be spent first. Similarly, committed funds are considered to be spent first when there is a choice for the use of the less restricted funds, then assigned funds will be used and then lastly the unassigned funds will be utilized.



## **General Fund**

General Fund Summary

General Fund Revenues

General Fund Expenditures

GIS/Facilities Maint/IT

Finance

Library

General Services Office

Planning and Development Svcs

Administration

Municipal Court

Fire and EMS

Streets

Police

Parks and Recreation

Marketing

Engineering

Human Resources



## General Fund Summary

City of Celina Annual Budget

FY2019

	Actual FY 2015-16	Actual FY 2016-17	Budget FY 2017-18	Projected FY 2017-18	Budget FY 2018-19	FY 18/19 % Change
<b>Beginning Fund Balance</b>	\$ 4,605,829	\$ 7,132,234	\$ 6,565,854	\$ 6,565,854	\$ 8,399,994	
<b>REVENUES</b>						
Fines & Fees	3,357,690	5,415,663	7,218,826	7,504,341	6,619,950	-8.30%
Taxes	4,183,022	4,816,191	6,276,288	6,365,237	6,968,281	11.03%
Grants	-	-	-	-	-	
Events & Donations	373,421	345,820	67,933	66,521	61,730	-9.13%
Penalties & Interest	45,935	58,199	92,810	140,498	165,000	77.78%
Other Revenues	377,039	906,171	384,487	383,641	490,450	27.56%
Transfers	2,224,747	-	527,000	527,000	2,053,000	289.56%
<b>TOTAL REVENUES</b>	<b>10,561,854</b>	<b>11,542,044</b>	<b>14,567,344</b>	<b>14,987,238</b>	<b>16,358,411</b>	<b>12.30%</b>
<b>EXPENDITURES</b>						
Library	153,752	165,768	263,919	259,201	275,150	4.26%
GIS	-	-	67,450	89,129	131,281	94.63%
Facilities Maintenance	-	-	68,451	98,251	293,154	328.27%
Information Technology	-	-	81,162	166,062	601,915	641.62%
Finance	-	-	-	-	901,898	100.00%
General Services Office	193,476	272,815	376,455	398,740	221,945	-41.04%
Development Services	702,043	868,862	1,792,197	1,755,255	2,048,344	14.29%
Administration	1,242,754	1,218,497	1,621,261	1,459,885	1,036,359	-36.08%
Court	101,670	153,213	187,390	189,188	234,851	25.33%
Fire/EMS	1,839,972	2,040,917	2,651,582	2,651,582	3,056,073	15.25%
Police	1,646,770	1,682,946	2,731,704	2,666,947	3,265,614	19.54%
Parks	793,229	729,343	964,407	945,968	1,053,734	9.26%
Main Street	65,279	-	-	-	-	0.00%
Marketing	240,785	297,378	346,029	340,529	390,728	12.92%
Engineering	101	622,490	916,292	933,108	1,111,301	21.28%
Streets	1,055,618	1,008,466	1,201,785	1,199,253	1,270,769	5.74%
Human Resources	-	-	-	-	274,835	100.00%
Non-Departmental	-	74,569	-	-	190,460	100.00%
<b>TOTAL EXPENDITURES</b>	<b>8,035,449</b>	<b>9,135,264</b>	<b>13,270,084</b>	<b>13,153,098</b>	<b>16,358,411</b>	<b>23.27%</b>
Revenues less Expenditures	2,526,405	2,406,780	1,297,260	1,834,140	-	
Adjustments*						
Other Financing Sources (Uses)		(2,973,160)				
<b>Ending Fund Balance</b>	<b>7,132,234</b>	<b>6,565,854</b>	<b>7,863,114</b>	<b>8,399,994</b>	<b>8,399,994</b>	
Reserve Requirements			3,208,908	4,089,603		
<b>Excess Fund Balance</b>	<b>\$ 7,132,234</b>	<b>\$ 6,565,854</b>	<b>\$ 4,654,206</b>	<b>\$ 4,310,391</b>	<b>\$ 8,399,994</b>	

\*Adjustments include depreciation and restricted cash & investments

Other Financing Sources (Uses) is transfer to Capital Acquisition Fund.

## General Fund Revenues

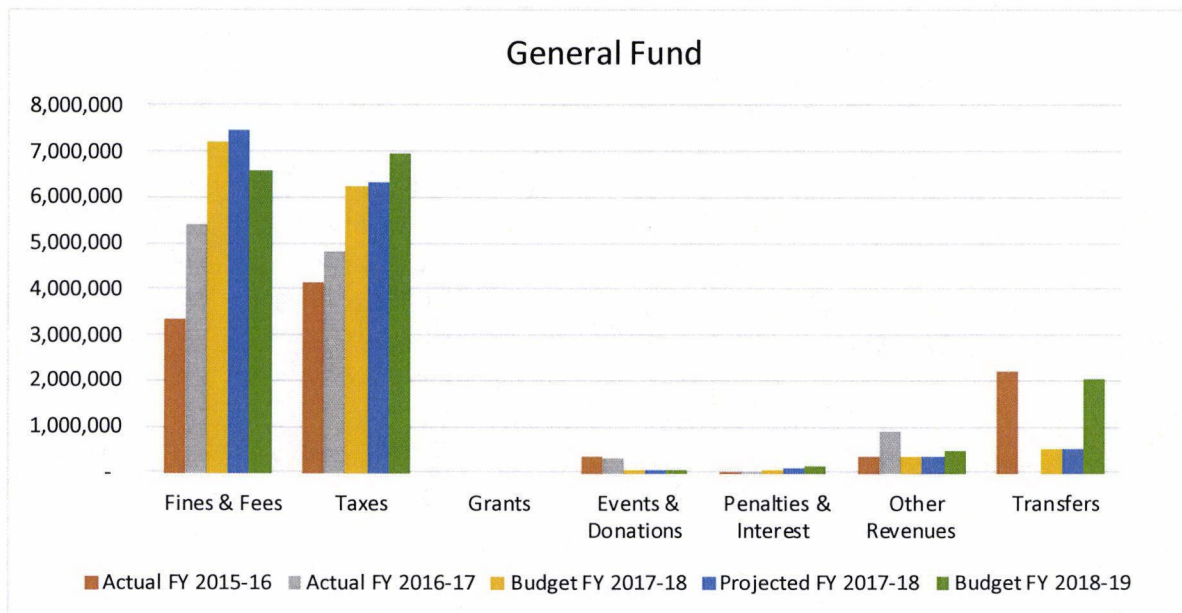
City of Celina Annual Budget

FY2019

### Summary of Revenues by Type

	Actual FY 2015-16	Actual FY 2016-17	Budget FY 2017-18	Projected FY 2017-18	Budget FY 2018-19	FY 18/19 % Change
<i>Fines &amp; Fees</i>	3,357,690	5,415,663	7,218,826	7,504,341	6,619,950	-8.30%
<i>Taxes</i>	4,183,022	4,816,191	6,276,288	6,365,237	6,968,281	11.03%
<i>Grants</i>	-	-	-	-	-	
<i>Events &amp; Donations</i>	373,421	345,820	67,933	66,521	61,730	-9.13%
<i>Penalties &amp; Interest</i>	45,935	58,199	92,810	140,498	165,000	77.78%
<i>Other Revenues</i>	377,039	906,171	384,487	383,641	490,450	27.56%
<i>Transfers</i>	2,224,747	-	527,000	527,000	2,053,000	289.56%
<b>TOTAL REVENUES</b>	<b>\$ 10,561,854</b>	<b>\$ 11,542,044</b>	<b>\$ 14,567,344</b>	<b>\$ 14,987,238</b>	<b>\$ 16,358,411</b>	<b>12.30%</b>

### Comparison of Revenues by Year





## General Fund Revenues

City of Celina Annual Budget

FY2019

### Detail of General Fund Revenues

	Actual FY 2015-16	Actual FY 2016-17	Budget FY 2017-18	Projected FY 2017-18	Budget FY 2018-19	FY 18/19 % Change
<b>Fines &amp; Fees</b>	<b>\$ 3,297,066</b>	<b>\$ 5,648,530</b>	<b>\$ 7,218,826</b>	<b>\$ 7,504,341</b>	<b>\$ 6,619,950</b>	<b>-8.30%</b>
<i>Court Fines</i>	162,264	119,629	97,881	79,381	80,000	-18.27%
<i>Court Security Fees</i>	5,883	3,907	-	-	-	0.00%
<i>Court Technology Fees</i>	7,844	5,209	-	-	-	0.00%
<i>Court Time Pay Fees</i>	2,120	1,548	1,232	1,345	1,250	1.46%
<i>Court DD</i>	105,647	79,513	56,421	54,972	60,000	6.34%
<i>Truancy Prevention</i>	3,808	-	-	-	-	0.00%
<i>Credit Card Fees</i>	9,483	15,827	84,178	70,532	55,000	-34.66%
<i>Jury Fees</i>	6	3	-	-	-	0.00%
<i>Permits</i>	2,334,824	3,959,914	5,497,557	5,303,116	4,835,000	-12.05%
<i>EMS Fees</i>	155,317	217,036	209,004	202,387	215,000	2.87%
<i>Development Fees</i>	509,870	1,245,943	123,288	125,445	135,000	9.50%
<i>PID Administration Fees</i>	-	-	-	-	112,500	100.00%
<i>Rental Registration Fees</i>	-	-	-	-	75,000	100.00%
<i>Construction Inspections</i>	-	-	520,000	1,037,900	250,000	-51.92%
<i>MUD Fire/Police Fees</i>	-	509,046	629,265	629,263	801,200	100.00%
<b>Taxes</b>	<b>4,190,363</b>	<b>4,825,843</b>	<b>6,276,288</b>	<b>6,365,236</b>	<b>6,968,280</b>	<b>11.03%</b>
<i>Sales Tax</i>	733,881	958,350	1,062,748	1,157,784	1,205,000	13.39%
<i>Property Tax-Current</i>	2,865,063	3,387,464	4,765,691	4,713,988	6,027,940	26.49%
<i>Property Tax-Delinquent</i>	154,976	99,429	112,000	157,615	35,000	-68.75%
<i>Property Tax-TIRZ</i>	-	-	-	-	(645,584)	-100.00%
<i>Electric Franchise Tax</i>	325,905	272,802	229,140	229,140	236,014	3.00%
<i>Gas Franchise Tax</i>	47,048	43,099	54,682	54,682	56,322	3.00%
<i>Phone Franchise Tax</i>	25,225	17,431	21,371	21,371	22,012	3.00%
<i>Cable Franchise Tax</i>	30,924	37,617	22,897	22,897	23,584	3.00%
<i>Utilities PEG Fees</i>	5,983	7,447	6,452	6,452	6,646	3.01%
<i>Hotel Occupancy Tax</i>	1,358	2,205	1,307	1,307	1,346	2.98%
<b>Grants</b>	<b>18,784</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>0.00%</b>
<i>Fire Dept. Training Grant</i>	-	-	-	-	-	0.00%
<i>Fire Dept. Grant</i>	17,444	-	-	-	-	0.00%
<i>Collin County Open Space</i>	-	-	-	-	-	0.00%
<i>Police Grants</i>	1,340	-	-	-	-	0.00%

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## General Fund Revenues

City of Celina Annual Budget

FY2019

### Detail of General Fund Revenues

	Actual FY 2015-16	Actual FY 2016-17	Budget FY 2017-18	Projected FY 2017-18	Budget FY 2018-19	FY 18/19 % Change
<b>Events &amp; Donations</b>	<b>\$ 364,396</b>	<b>\$ 170,417</b>	<b>\$ 67,933</b>	<b>\$ 66,521</b>	<b>\$ 61,730</b>	<b>-9.13%</b>
<i>Main Street Special Events*</i>	24,035	-	-	-	-	0.00%
<i>Main Street Golf Tournament</i>	59,722	-	-	-	-	0.00%
<i>Fire Department Donations</i>	1,050	-	-	-	-	0.00%
<i>Police Donations</i>	3,500	-	-	-	-	0.00%
<i>Park Donations</i>	-	1,000	-	1,000	-	0.00%
<i>County Library Funds</i>	17,388	14,308	14,308	11,731	11,730	-18.01%
<i>City Sponsored Events</i>	77,525	89,110	53,625	53,790	50,000	-6.76%
<i>Balloon Festival</i>	181,176	65,998	-	-	-	0.00%
<b>Penalties &amp; Interest</b>	<b>45,935</b>	<b>58,199</b>	<b>92,810</b>	<b>140,498</b>	<b>165,000</b>	<b>77.78%</b>
<i>Interest Income</i>	45,935	58,199	92,810	140,498	165,000	51.38%
<b>Other Revenues</b>	<b>420,563</b>	<b>347,055</b>	<b>384,488</b>	<b>383,641</b>	<b>490,450</b>	<b>27.56%</b>
<i>Police Reports</i>	593	909	736	636	750	-13.59%
<i>Police Seizures</i>	2,467	-	-	-	-	0.00%
<i>County Rebate of CS</i>	8,373	8,618	7,752	7,989	8,000	3.06%
<i>Collin County Fire Fees</i>	74,163	81,608	93,098	93,098	93,000	0.00%
<i>Denton County Fire Fees</i>	10,000	10,000	10,000	10,000	10,000	0.00%
<i>Sale of Fixed Assets</i>	41,825	39,165	-	-	-	0.00%
<i>Property Rental</i>	31,476	616	-	-	-	0.00%
<i>Park Usage Fees</i>	171,406	155,859	145,270	145,270	155,500	0.00%
<i>Park Concession Revenue</i>	35,367	9,544	13,871	13,871	13,000	0.00%
<i>Health Inspection Fees</i>	10,250	11,580	7,622	7,622	10,000	0.00%
<i>Fire Inspection Fees</i>	4,340	4,525	2,285	2,565	3,700	12.25%
<i>Alarm Permits</i>	7,875	11,575	13,500	13,500	23,000	0.00%
<i>Keep Celina Beautiful Program</i>	9,025	10,000	5,000	5,000	5,000	0.00%
<i>Intergovernmental Transfers</i>	-	-	-	-	160,000	100.00%
<i>Miscellaneous Income</i>	10,902	-	82,560	81,138	5,000	-1.72%
<i>Library Services Contract</i>	2,501	3,057	2,794	2,952	3,500	5.65%
<b>Transfers In</b>	<b>2,224,747</b>	<b>492,000</b>	<b>527,000</b>	<b>527,000</b>	<b>2,053,000</b>	<b>289.56%</b>
<b>TOTAL REVENUES</b>	<b>\$ 10,561,854</b>	<b>\$11,542,044</b>	<b>\$14,567,345</b>	<b>\$14,987,237</b>	<b>\$16,358,411</b>	<b>12.30%</b>

\*Main Street Special Events/Golf Tournament was moved to the new Main Street Fund.



# General Fund Expenditures

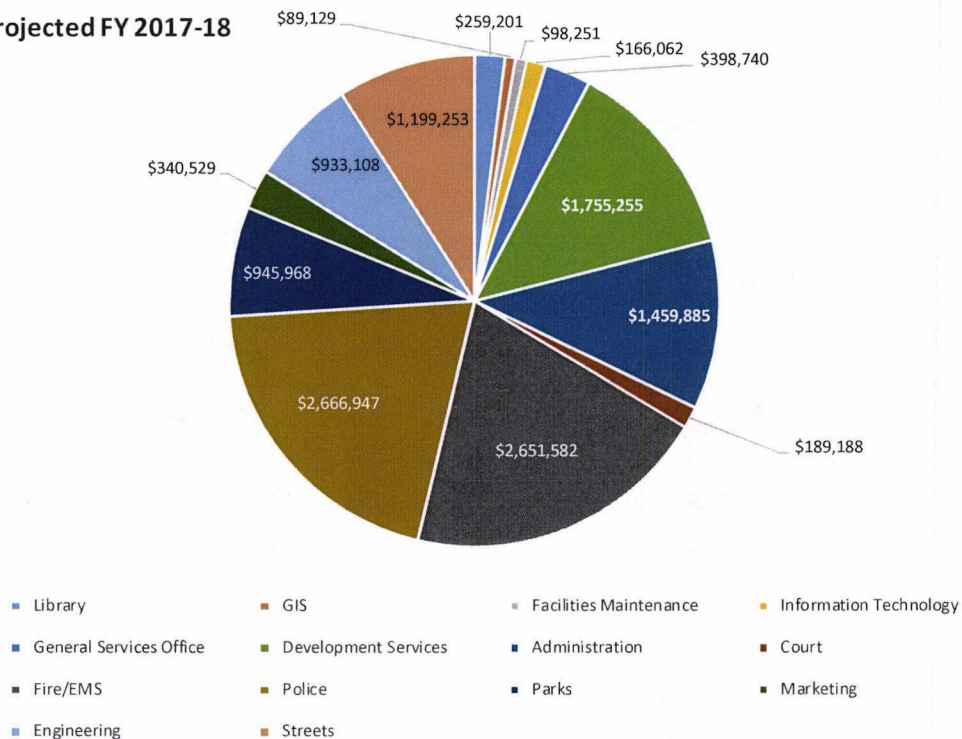
City of Celina Annual Budget

FY2019

## Summary of Expenditures by Department

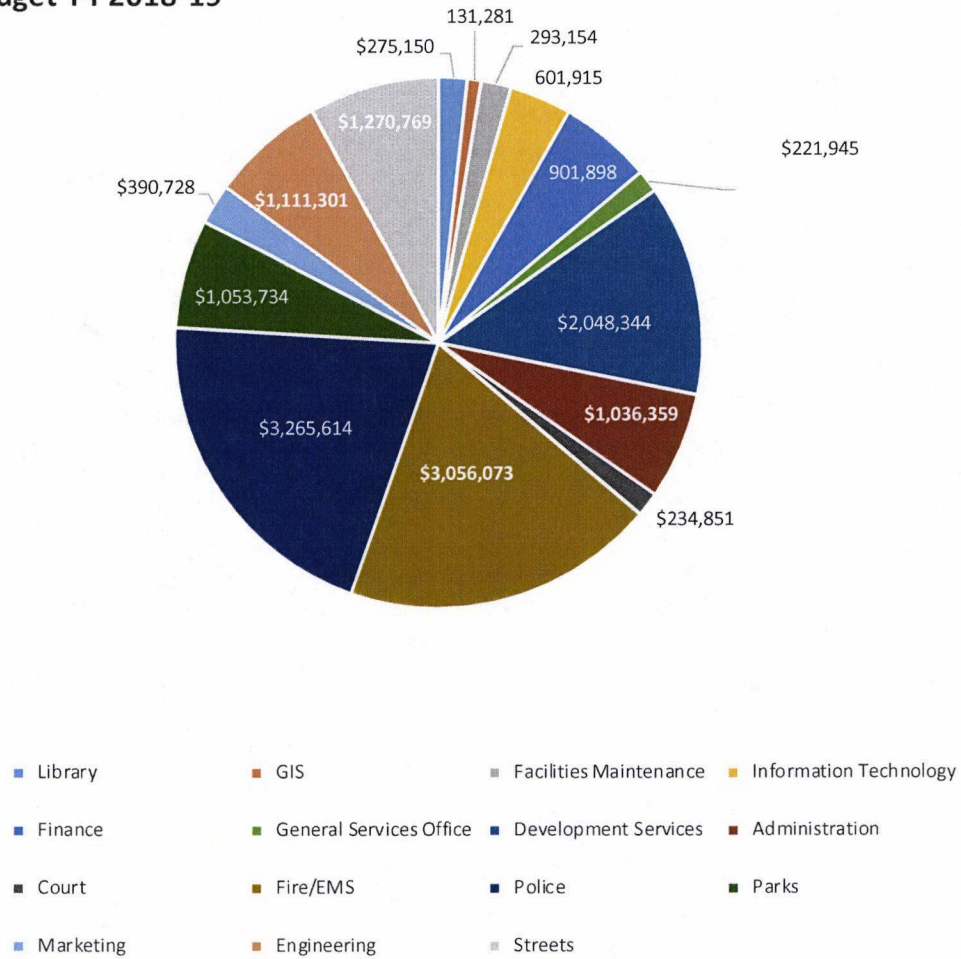
	Actual FY 2015-16	Actual FY 2016-17	Budget FY 2017-18	Projected FY 2017-18	Budget FY 2018-19	FY 18/19 % Change
<b>EXPENDITURES</b>						
Library	153,752	165,768	263,919	259,201	275,150	4.26%
GIS	-	-	67,450	89,129	131,281	94.63%
Facilities Maintenance	-	-	68,451	98,251	293,154	328.27%
Information Technology	-	-	81,162	166,062	601,915	641.62%
Finance	-	-	-	-	901,898	100.00%
General Services Office	193,476	272,815	376,455	398,740	221,945	-41.04%
Development Services	702,043	868,862	1,792,197	1,755,255	2,048,344	14.29%
Administration	1,242,754	1,218,497	1,621,261	1,459,885	1,036,359	-36.08%
Court	101,670	153,213	187,390	189,188	234,851	25.33%
Fire/EMS	1,839,972	2,040,917	2,651,582	2,651,582	3,056,073	15.25%
Police	1,646,770	1,682,946	2,731,704	2,666,947	3,265,614	19.54%
Parks	793,229	729,343	964,407	945,968	1,053,734	9.26%
Main Street	65,279	-	-	-	-	0.00%
Marketing	240,785	297,378	346,029	340,529	390,728	12.92%
Engineering	101	622,490	916,292	933,108	1,111,301	21.28%
Streets	1,055,618	1,008,466	1,201,785	1,199,253	1,270,769	5.74%
Human Resources	-	-	-	-	274,835	100.00%
Non-Departmental	-	74,569	-	-	190,460	100.00%
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,035,449</b>	<b>\$ 9,135,264</b>	<b>\$ 13,270,084</b>	<b>\$ 13,153,098</b>	<b>\$ 16,358,411</b>	<b>23.27%</b>

Projected FY 2017-18



## General Fund Expenditures

Budget FY 2018-19





## General Fund Expenditures

City of Celina Annual Budget

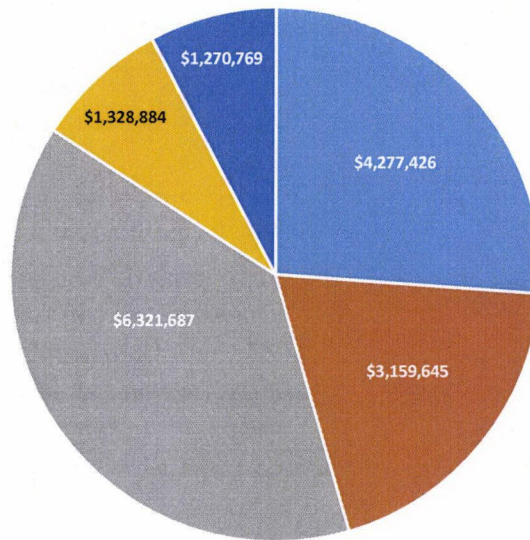
FY2019

### Summary of Expenditures by Type

	Actual FY 2015-16	Actual FY 2016-17	Budget FY 2017-18	Projected FY 2017-18	Budget FY 2018-19	FY 18/19 % Change
<b>EXPENDITURES</b>						
<i>Administration</i>	\$ 1,242,754	\$ 2,138,365	\$ 1,621,261	\$ 1,459,885	\$ 1,036,359	-36.08%
<i>General Services Office</i>	193,476	272,815	\$ 376,455	398,740	\$ 221,945	-41.04%
<i>Court</i>	101,670	153,213	\$ 187,390	189,188	\$ 234,851	25.33%
<i>Marketing</i>	240,785	-	\$ 346,029	340,529	\$ 390,728	12.92%
<i>Main Street</i>	65,279	-	\$ -		\$ -	0.00%
<i>Other</i>	101	74,569	\$ 217,063	353,442	\$ 2,393,543	1002.70%
<b>Total General Government</b>	<b>1,844,065</b>	<b>2,638,962</b>	<b>2,748,198</b>	<b>2,741,784</b>	<b>\$ 4,277,426</b>	<b>55.64%</b>
<i>Development Services</i>	702,043	868,862	1,792,197	1,755,255	\$ 2,048,344	14.29%
<i>Engineering</i>	622,490	-	916,292	933,108	\$ 1,111,301	21.28%
<b>Total Development</b>	<b>1,324,533</b>	<b>868,862</b>	<b>2,708,489</b>	<b>2,688,363</b>	<b>\$ 3,159,645</b>	<b>16.66%</b>
<i>Fire/EMS</i>	1,839,972	2,040,917	2,651,582	2,651,582	\$ 3,056,073	15.25%
<i>Police</i>	1,646,770	1,682,946	2,731,704	2,666,947	\$ 3,265,614	19.54%
<b>Total Public Safety</b>	<b>3,486,742</b>	<b>3,723,863</b>	<b>5,383,286</b>	<b>5,318,529</b>	<b>\$ 6,321,687</b>	<b>17.43%</b>
<i>Parks</i>	793,229	729,343	964,407	945,968	\$ 1,053,734	9.26%
<i>Library</i>	153,752	165,768	263,919	259,201	\$ 275,150	4.26%
<b>Total Parks and Library</b>	<b>946,981</b>	<b>895,111</b>	<b>1,228,326</b>	<b>1,205,169</b>	<b>\$ 1,328,884</b>	<b>8.19%</b>
<i>Streets</i>	1,055,618	1,008,466	1,201,785	1,199,253	\$ 1,270,769	5.74%
<b>Total Public Works</b>	<b>1,055,618</b>	<b>1,008,466</b>	<b>1,201,785</b>	<b>1,199,253</b>	<b>\$ 1,270,769</b>	<b>5.74%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 8,657,939</b>	<b>\$ 9,135,264</b>	<b>\$ 13,270,084</b>	<b>\$ 13,153,098</b>	<b>\$ 16,358,411</b>	<b>23.27%</b>

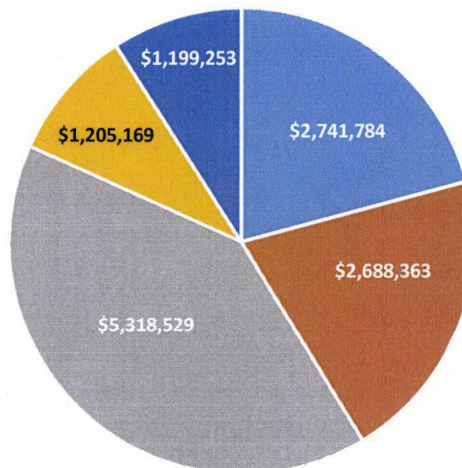
## General Fund Expenditures

Budget FY 2018-19



■ General Government ■ Development ■ Public Safety ■ Parks and Library ■ Public Works

Projected FY 2017-18



■ General Government ■ Development ■ Public Safety ■ Parks and Library ■ Public Works



### GEOGRAPHIC INFORMATION SYSTEMS

GIS is a computerized system that incorporates geographical features with tabular data in order to map, analyze, and assess real world problems. GIS applications are tools that allow end users to perform analysis, edit spatial data and create hard copy and web based maps. In the local government environment GIS improves decision making with the help of layered information, optimizes cost savings with greater efficiency and improves communication between different departments and the public.

#### **FY 18 Benchmarks:**

- GIS Manager hired
- GIS established as a department

#### **FY 18 Accomplishments:**

- Successful integration of a GIS server
- Strong AGOL presence
- Transition to ARCGIS Pro
- Successful data collection and organization of shape files and integration into ARC SDE geodatabase
- Addition of business analyst
- Creation of internal web applications which support development services, engineering, public works and public safety departments
- Creation and successful integration of GPS Monuments Network
- Creation of external interactive maps which support internal processes
- Successful creation of all-in-one GIS portal

#### **FY 19 Objectives:**

- Addition of innovative GIS technologies
- Planimetrics addition, which provides new imagery for the City and facilities, sidewalks and centerlines layouts for densely populated areas
- Incorporating new conference knowledge into everyday GIS
- Website and web application improvements
- Full transition into ARCGIS Pro

Fund: General Fund  
 Department: GIS  
 Account Group: 102-500

## New Department

Expenditures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel			\$ 62,250	\$ 62,249	\$ 93,081	\$ 30,832	50%	\$ 30,831	50%
Legal & Professional						\$ -	0%	\$ -	0%
Materials & Supplies			4,500	26,880	30,300	\$ 3,420	13%	\$ 25,800	573%
Maintenance					5,000	\$ 5,000	100%	\$ 5,000	100%
Utilities			700			\$ -	-100%	\$ (700)	-100%
Other Operating Expenses					2,900	\$ 2,900	100%	\$ 2,900	100%
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 67,450</b>	<b>\$ 89,129</b>	<b>\$ 131,281</b>	<b>\$ 42,152</b>	<b>47.29%</b>	<b>\$ 63,831</b>	<b>95%</b>

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
Personnel						
GIS Analyst			1	1	1	0
<b>Total Personnel</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>

The GIS Department was created in FY 2018. It was budgeted in the Development Services Department budget.





### **Fiscal Year 2018 Accomplishments:**

- Created Facilities Department
- Hired Facilities Supervisor
- Remedied immediate concerns
- Evaluated all roll up doors
- Evaluated all roofs
- Evaluated all HVAC systems
- Documented City facility equipment
- Reviewed existing vendor contracts

### **Fiscal Year 2019 Objectives:**

- Initiate an HVAC replacement program
- Increase janitorial cycles
- Initiate a biannual floor maintenance program
- Implement a building management system
- Update facility request procedures
- Upgrade all facilities to card key access system

Fund: General Fund  
 Department: Facilities Maintenance  
 Account Group: 102-501

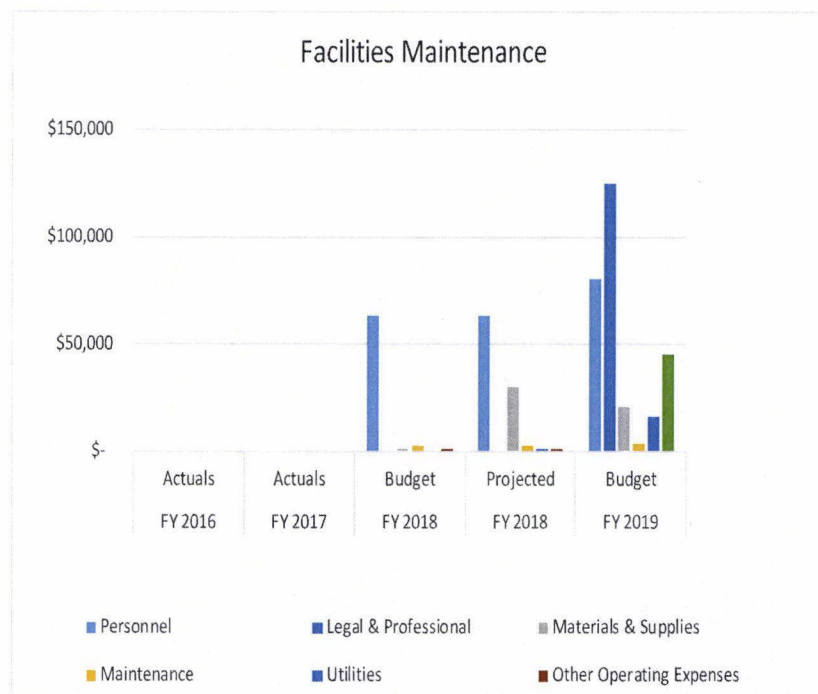
## New Department

Expenditures	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019	Change from	Change from
	Actuals	Actuals	Budget	Projected	Budget	Budget/Projected	Budget/Projected	FY 2018 Budget	FY 2018 Budget
						\$ Change	% Change	\$ Change	% Change
Personnel			\$ 63,641	\$ 63,641	\$ 80,479	\$ 16,838	26%	\$ 16,838	26%
Legal & Professional					125,400	\$ 125,400	0%	\$ 125,400	0%
Materials & Supplies			1,500	30,500	21,000	\$ (9,500)	-31%	\$ 19,500	1300%
Maintenance			3,250	3,250	3,500	\$ 250	8%	\$ 250	100%
Utilities				800	16,775	\$ 15,975	1997%	\$ 16,775	100%
Other Operating Expenses			60	60	46,000	\$ 45,940	76567%	\$ 45,940	100%
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 68,451</b>	<b>\$ 98,251</b>	<b>\$ 293,154</b>	<b>\$ 194,903</b>	<b>198.37%</b>	<b>\$ 224,703</b>	<b>328%</b>

	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	
Personnel	Actual	Actual	Budget	Projected	Budget	Personnel Change
Facilities Maint. Supervisor			1	1	1	0
<b>Total Personnel</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>

The Facilities Department was created in FY 2018. It was budgeted in the Administration Department budget.

## Key Points of FY 2019 Proposed Budget





### Mission Statement

To achieve excellence through design, development, and application of information technology in support of the principles, goals, and strategies consistent with the needs of the constituents and stakeholders of the City of Celina.

As a support department, IT will be known for its technical skills to create and deliver high-quality services to the City and its staff. All while monitoring controls to meet budget and overall objectives.

IT will provide leadership to set strategic technology direction through planning, in-depth analysis, and proactive problem-solving in pursuit of efficient and effective use of computing resources.

### FY 2018 Accomplishments:

#### Business Intelligence:

- Integrated ArcGIS Online with on-premise GIS Server infrastructure
- Upgraded SCADA workstation to new workstation with Windows 10; Provided remote VPN connectivity from E Elm Pump Street Station
- Upgraded core UTM Firewall with the capacity of 1 GB/s – granting same connectivity to Annex and PD network switches
- Configured Apple Business Manager and Cisco Meraki MDM solution for configuring, deploying, managing, and auditing iOS devices to City Employees
- Identified NVR and camera configuration suitable for surveillance at Public Works building
- Continued research and development of MSP Partners, ISP companies, and established resellers

#### Application Development:

- Planned IT Asset Management through ITIL compliant Helpdesk Ticketing System
- Reviewed existing and new Imaging and Deployment strategies for Citywide workstations
- Continued with True-up process for Microsoft's Enterprise Agreement for Volume Licensing and Office 365
- Provided insight and visibility on Incode's budget process to McClain's MBudget product for anticipated migration

#### Public Safety Support:

- Implemented NetMotion VPN Solution for Windows 10 MDC laptops in PD Patrol cars
- Reviewed Sierra Wireless and Cradlepoint products for First Responder's vehicles
- Reviewed current First Responder's agreement with Verizon Wireless to not throttle data
- Coordinated migration from older infrastructure to new VM Server and Storage attached Network equipment for WatchGuard upgrade

#### Infrastructure Services:

- Installed and configured a new server into existing Windows VM Cluster: Bringing redundancy and connectivity to the GIS and other Virtual Machine Servers
- Configured Mimecast S1 Spam filtering solution to provide attachment, impersonation, and URL protection with greater granular administrative controls for all 165 City provided mailboxes
- Deployment of MS Teams throughout City Departments for instant messaging and collaboration

### FY 2019 Objectives:

- Improve Monitoring, reporting, response, and remediation for all IT Requests
- Provide additional information and instruction on current Office 365's offerings
- Provide additional information and instruction on Laserfiche deployment
- Coordinate Incode 10 install and upgrade for Finance and other pending departments
- Identify Cloud Partner for backup and disaster recovery

Fund: General Fund  
 Department: Information Technology  
 Account Group: 102-502

## New Department

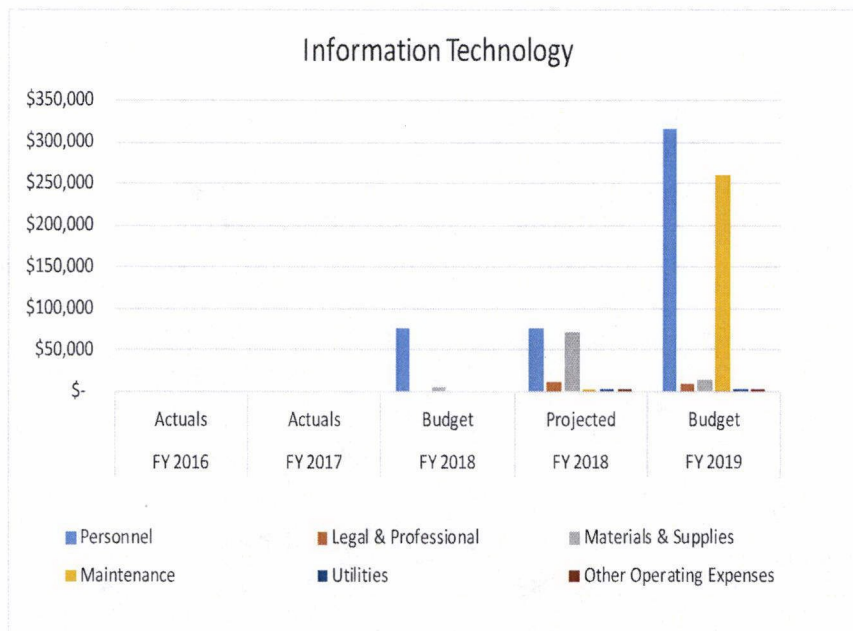
Expenditures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel			\$ 76,112	\$ 76,112	\$ 314,505	\$ 238,393	313%	\$ 238,393	313%
Legal & Professional				12,000	10,000	\$ (2,000)	-17%	\$ 10,000	0%
Materials & Supplies			5,050	72,250	14,000	\$ (58,250)	-81%	\$ 8,950	177%
Maintenance				600	260,000	\$ 259,400	43233%	\$ 260,000	100%
Utilities				3,600	3,160	\$ (440)	-12%	\$ 3,160	100%
Other Operating Expenses				1,500	250	\$ (1,250)	-83%	\$ 250	100%
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 81,162</b>	<b>\$ 166,062</b>	<b>\$ 601,915</b>	<b>\$ 435,853</b>	<b>262.46%</b>	<b>\$ 520,753</b>	<b>642%</b>

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
Personnel						
IT Manager			1	1	1	0
CTO			0	0	1	1
<b>Total Personnel</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>1</b>

The IT Department was created in FY 2018. It was budgeted in the Administration Department budget.

## Key Points of FY 2019 Proposed Budget

Added one new position: Chief Technology Officer





## General Fund-Finance

### Finance Department

The mission of the Finance Department is to safely and securely manage the assets of the City while cultivating an openly engaging environment for the citizens of Celina on the sources and uses of the City's funds. Maintaining financial integrity, providing sound financial policies, auditing and budgeting services to each department within the City is of utmost importance so that goals can be accomplished.

#### FY 2018 Accomplishments:

- Awarded the Distinguished Budget Presentation Award by the Government Finance Officers Association for the second year in a row
- Received the Award of Financial Reporting Achievement from the Government Finance Officers Association for a second year in a row
- Coordinated and executed the City's audit and obtained a "clean opinion" from the City's external auditors
- Administered the City's debt service in accordance with federal and state requirements and ensured post-issuance compliance
- Successfully issued a \$55M bond package for much needed City infrastructure improvements
- Administered the City's PID and TIRZ accounts
- Successfully implemented stage I of the Incode v10 migration-Courts module

#### FY 2019 Objectives:

- Successfully migrate the Financials module of Incode accounting software to version 10
- Prepare the City's Annual Budget and submit to GFOA for a 3rd year award
- Prepare the City's CAFR and submit to GFOA for a 3rd year award
- Successfully implement a more streamlined process for purchasing and procurement cards
- Successfully integrate the new v10 software with Accounts Payable for more efficient payment processes



Fund: General Fund  
 Department: Finance  
 Account Group: 102-507

## New Department

Expenditures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel					\$ 557,127	\$ 557,127	100%	\$ 557,127	100%
Legal & Professional					44,500	44,500	100%	44,500	100%
Materials & Supplies					13,956	13,956	100%	13,956	100%
Maintenance						-	0%	-	100%
Utilities					6,100	6,100	100%	6,100	100%
Other Operating Expenses					280,214	280,214	100%	280,214	100%
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 901,897</b>	<b>\$ 901,897</b>	<b>100.00%</b>	<b>\$ 901,897</b>	<b>100%</b>

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
<b>Personnel</b>						
Finance Director					1	1
Accounting Manager					1	1
Accounting Tech					2	2
Senior Accountant					1	1
Payroll Clerk					1	1
Purchasing Manager					1	1
<b>Total Personnel</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>7</b>

The Finance Department was created in FY 2019. It was previously budgeted in the Administration Department budget.

## Key Points of FY 2019 Proposed Budget

Add three new positions: Senior Accountant, Purchasing Manager and Payroll Clerk. The Finance Department was previously budgeted in Administration.







### Mission Statement

Celina Public Library provides free and equitable access to cultural and educational experiences by offering facilities, books and media in multiple formats, and programming for all ages. We celebrate ideas, facilitate discovery, promote creativity, connect people, and enrich lives.

### FY 18 Accomplishments:

#### Staffing, Administration, Marketing and Programming

- A full-time Youth Services librarian was hired
- A Celina Friends of the Library steering committee was formed.
- The Annual Report to the State Library was submitted, a requirement for accreditation with the Texas State Library & Archives Commission
- The Library was awarded accreditation with the Texas State Library & Archives Commission for Fiscal Year 2017-18.
- The By-laws of the Library Advisory Board were reviewed and updated.
- Library staff and Library Advisory Board created a 5-year Strategic Plan, a requirement for accreditation with the Texas State Library & Archives Commission
- Library staff and Friends of the Library kept the Library open and provided a limited book sale at Friday Night Markets, Star Wars on the Square, Halloween on the Square, and Christmas on the Square.
- Programs were offered for Adults, such as book clubs, author speakers, child development seminars, and craft classes.
- The Library continued annual events for Children - Cupcakes with Mrs. Clause during Christmas on the Square, Dr. Seuss Birthday Party with Cat in the Hat, Spring Break Tie-Dye on the Square, Story Time at the Farm, Yoga on the Square, and Summer Reading Program.
- Library Staff and members of the Library Advisory Board submitted monthly articles to Our Celina magazine and twice monthly articles to the Celina Record local newspaper.

The Library hosted the Summer Reading Club 2018, Libraries Rock, that included:

Kick-Off event with Susan Young, Mini Horses, Rock Painting, Karaoke Party, 3 Story Times with Celina Firemen, Perot Museum Tech Truck and Awards Ceremony



## General Fund-Library

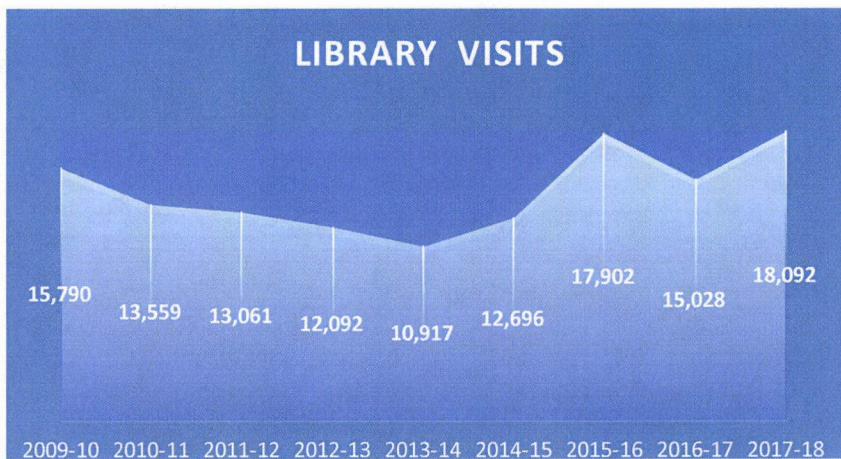
The Library added 357 new members, approximately one per day, bringing the total of library members to 4,200, a 9% increase from FY 17.

2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
1,171	1,558	1,883	2,305	2,707	3,063	3,419	3,843	4,200



18,092 people visited the Library.

The estimated total for Fiscal Year 2017-18 is a 20% increase over the previous year.



Year	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18
Visits	15,790	13,559	13,061	12,092	10,917	12,696	17,902	15,028	18,092



## General Fund-Library

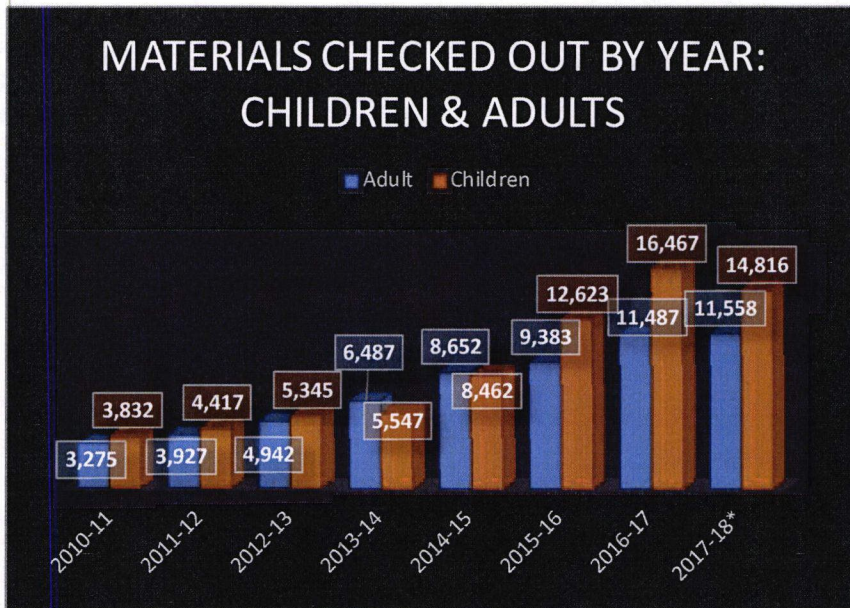
Providing materials for registered members to checking continues to be a core service.

Total Annual Circulation of Library Materials (Print, Audio/Visual and Digital)

2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18*
8,344	10,287	12,034	19,114	22,006	27,954	26,376

\*Estimated year end total

	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16	2016-17	2017-18*
Adult	3,275	3,927	4,942	6,487	8,652	9,383	11,487	11,556
Children	3,832	4,417	5,345	5,547	8,462	12,623	16,467	14,820

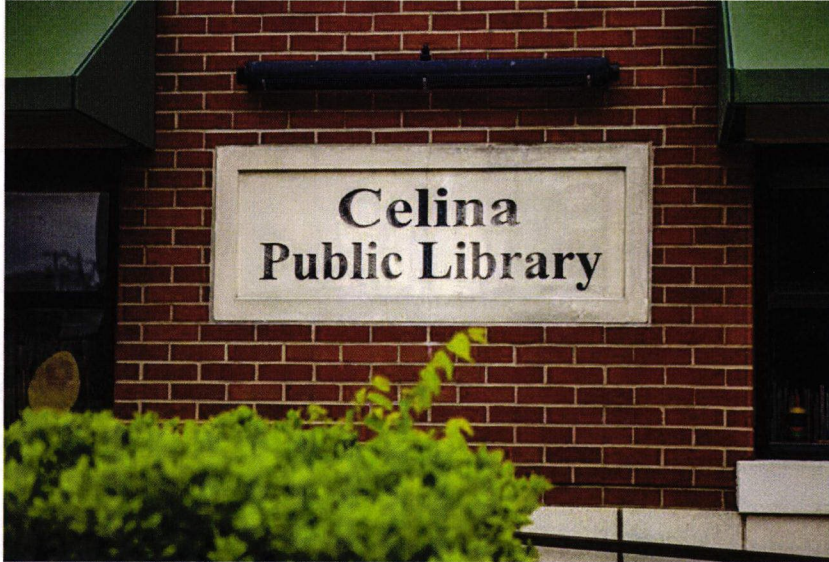


\*Totals for 2017-18 are estimated



### FY 2019 Objectives:

- Expand active learning and recreational programming opportunities for all youth: birth through high school.
- Continue to increase visibility of the Library within the community by developing a communications plan to include social media, brand identity, advertising, newsletter, newspaper, magazines, web page, calendar, printed handouts, etc.
- Create a technology plan to incorporate with strategic plan
- Increase programming opportunities for adults, both active learning and recreational.
- Seek opportunities to collaborate with local stakeholders to fulfill the Library's mission, i.e., Celina and Prosper school districts, businesses, City departments, Chamber of Commerce, Rotary, etc.
- Research and pursue grant opportunities
- Work with newly established Friends of Celina Public Library to establish a comprehensive volunteer program to augment library operations, programming and events.
- Begin planning for a 10th anniversary of the library celebration to take place in early FY 2019-2020



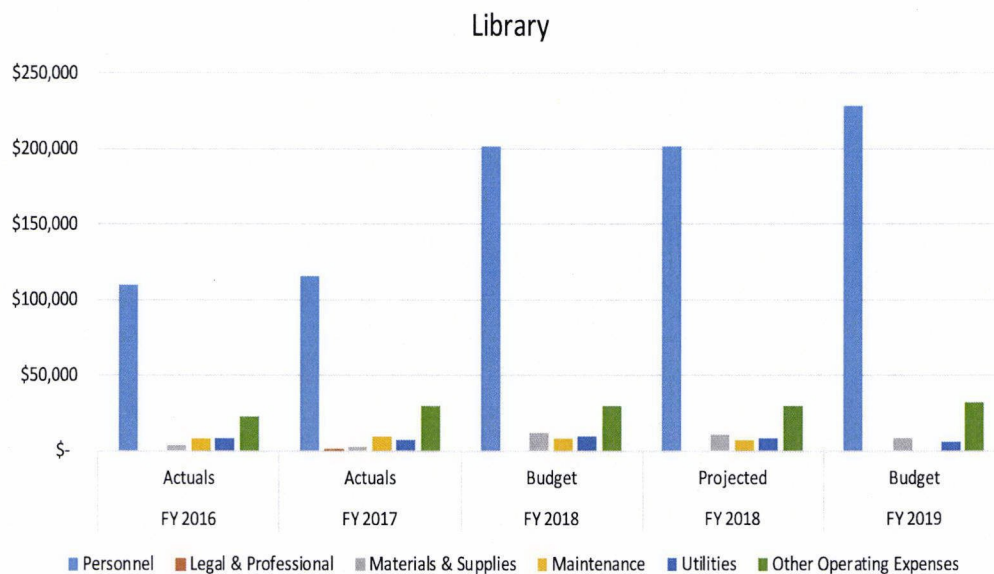
Fund: General Fund  
 Department: Library  
 Account Group: 102-508

Expenditures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel	\$ 110,053	\$ 115,803	\$ 202,252	\$ 201,658	\$ 228,203	\$ 26,545	13%	\$ 25,951	13%
Legal & Professional	-	250	-	-	-	\$ -	0%	\$ -	0%
Materials & Supplies	3,757	3,247	12,128	10,788	9,070	\$ (1,718)	-16%	\$ (3,058)	-25%
Maintenance	8,824	9,224	9,000	8,000	-	\$ (8,000)	-100%	\$ (9,000)	-100%
Utilities	8,680	7,948	10,210	9,026	5,676	\$ (3,350)	-37%	\$ (4,534)	-44%
Other Operating Expenses	22,438	29,295	30,329	29,729	32,201	\$ 2,472	8%	\$ 1,872	6%
<b>Total Expenditures</b>	<b>\$ 153,752</b>	<b>\$ 165,767</b>	<b>\$ 263,919</b>	<b>\$ 259,201</b>	<b>\$ 275,150</b>	<b>\$ 15,949</b>	<b>6.2%</b>	<b>\$ 11,231</b>	<b>4%</b>

Personnel	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
Library Director	1	1	1	1	1	0
Library Tech (3) P/T	1.5	1.5	1.5	1.5	1.5	0
Youth Services Librarian	0	0	1	1	1	0
<b>Total Personnel</b>	<b>2.5</b>	<b>2.5</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>	<b>0</b>

## Key Points of FY 2019 Proposed Budget

Add one FTE-Youth Services Librarian-Position necessary with the increased number of patrons





The General Services Office consists of the City Secretary's Office

### City Secretary's Office

#### Mission Statement

The City Secretary's Office is dedicated to promoting an open and responsive government by duly recording and preserving the City's legislative history, by conducting fair and impartial City elections and by providing timely information with friendly service to citizens, visitors, City Council and City staff.

#### FY 2017-18 Accomplishments:

- Prepared and posted/published agendas, packets and legal publications, attended and prepared minutes for City Council meetings, hearings, workshops, and subcommittee meetings
- Worked an increase in the number of meetings, ordinance/resolutions, and public information requests
- Coordinated May 2018 General Election
- Coordinated Boards and Commissions appointments
- Continued management of general legislative records of the City Council
- Continued implementation of Laserfiche program to digitize city records
- Continued scanning of paper documents
- Launched Laserfiche Public Web Portal for on-line document search
- Launched Web forms for Utility Billing allowing on-line submittal of forms and applications
- Added various Boards and Commissions to the City's Agenda Management software
- Worked property, liability and legal claimsPrepared department budget
- Coordinated records destruction with Clean-up day event
- Conducted records training and consultations for staff records liaisons and department heads

#### FY 2018-19 Objectives:

- Continue expansion and additions to Laserfiche program and submittal of web forms
- Continue scanning existing paper records, maps
- Conduct records training and public information act training with staff records liaisons
- Coordinate gathering of documents for participation in shred day events
- Implement an on-line Public Information Request internal workflow
- Review and update policies
- Continue professional training, and obtain relative certifications

Performance Measures FY 2015 FY 2016 FY 2017 FY2018

% of routine Public Information requests completed within 10 business days - 100%

**126**

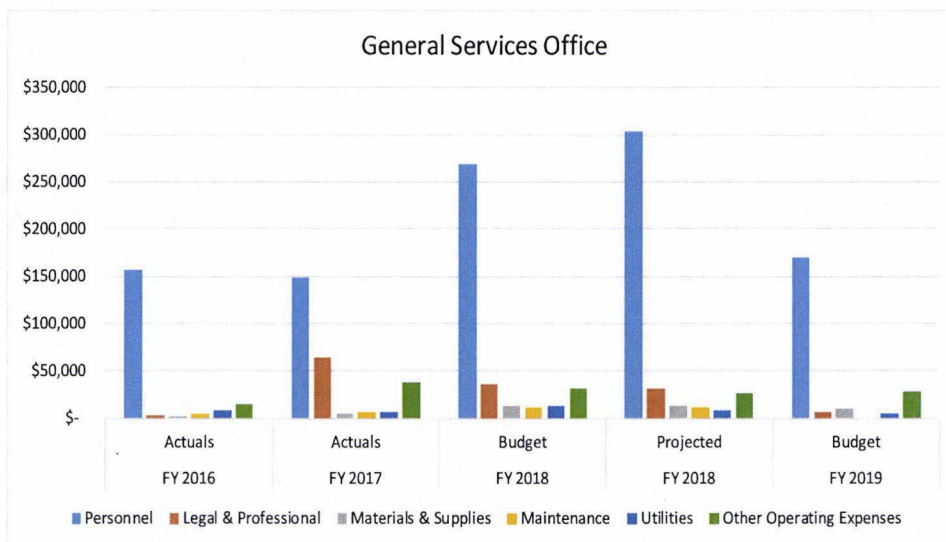
Fund: General Fund  
 Department: General Services Office  
 Account Group: 102-509

Expenditures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel	\$ 156,398	\$ 148,344	\$ 268,535	\$ 303,915	\$ 170,045	\$ (133,870)	-44%	\$ (98,490)	-37%
Legal & Professional	4,044	65,475	37,500	32,330	7,200	\$ (25,130)	-78%	\$ (30,300)	-81%
Materials & Supplies	2,468	5,498	13,365	13,665	10,250	\$ (3,415)	-25%	\$ (3,115)	-23%
Maintenance	6,098	7,331	12,500	12,500	-	\$ (12,500)	-100%	\$ (12,500)	-100%
Utilities	9,084	7,745	13,300	8,700	6,150	\$ (2,550)	-29%	\$ (7,150)	-54%
Other Operating Expenses	15,384	38,422	31,255	27,630	28,300	\$ 670	2%	\$ (2,955)	-9%
<b>Total Expenditures</b>	<b>\$ 193,476</b>	<b>\$ 272,816</b>	<b>\$ 376,455</b>	<b>\$ 398,740</b>	<b>\$ 221,945</b>	<b>\$ (176,795)</b>	<b>-44.3%</b>	<b>\$ (154,510)</b>	<b>-41%</b>

Personnel	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
City Secretary	1	1	1	1	1	0
HR Manager	1	1	1	1	0	-1
HR Generalist	0	0	0	1	0	-1
Records Clerk	0	0	1	1	1	0
<b>Total Personnel</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>2</b>	<b>-2</b>

## Key Points of FY 2019 Proposed Budget

In FY 2019, the Human Resources Department was created and the HR Manager and HR Generalist were moved to that new department, 521.





### Development Services

The Development Services department is comprised of 4 divisions:

**Planning & Zoning:** The Planning & Zoning division manages the planning and development issues of importance to Celina and the surrounding region by being the primary liaison between the City and developers, administering development regulations and performing technical review of new development, supervising special projects, implementing long-range plans, drafting ordinances, and providing staff support to several boards and commissions. Planning & Zoning ensures functional, high quality, safe, and aesthetically pleasing development that is sustainable, coordinated, and enhances Celina's long-range tax base.

**Building Safety:** The Building Safety division is responsible for the technical review, processing, issuance, and inspection of development related permits and certificates of occupancy in the city limits and extra-territorial jurisdiction (ETJ). Building Safety is the first step in emergency response by ensuring safe and quality construction of buildings, remodels, and development.

**Code Enforcement:** The Code Enforcement division performs routine consumer health inspections, enforces development codes, and administers the inspection, improvement, and rehabilitation of environmental hazards on public and private premises. Code Enforcement protects property values, ensures neighborhood integrity, and enhances Celina's image and reputation by abating grime, enforcing property standards, and preventing community decline.

**Permitting:** The Permitting division coordinates all the development activities of the Development Services department by being its One Stop Shop. Permitting processes and issues all construction related permits, annual registrations, and other applications in addition to providing multi-module service to its customers and maintaining the department's software database.

### FY18 Data Benchmarks:

New Single Family Home Permits: 1,159

Miscellaneous Building Permits: 1,162

New Commercial Businesses: 36

Single Family Lots Created (i.e. filed): 1,461

Planning Cases Processed: 213

Code Enforcement Cases: 878

Notable New Businesses & Commercial:

Tender Smokehouse

ACE Hardware

Light Farms Elementary

GG&S Building Materials

**FY18 Accomplishments:**

Implemented One Stop Shop customer counter  
Implemented Paperless (i.e. digital) submittal process  
Certificate of Achievement for Planning Excellence (TX-APA) – 5 years in a row  
Downtown Master Plan (launched)  
Subdivision Regulations (complete overhaul)  
Annexations  
Master Thoroughfare Plan update  
Development Handbook update  
Preston Road Overlay district update

**FY19 Objectives:**

Downtown Master Plan (adoption)  
Comprehensive Plan update  
DNTD Overlay district  
Collin County Outer Loop Overlay district  
Master Trail Plan (in process)  
Downtown Zoning revision/update  
Ordinances (architectural standards, landscaping, use chart, signs)  
2015 Building Codes (adoption)  
Website improvements



Fund: General Fund  
 Department: Development Services  
 Account Group: 102-510

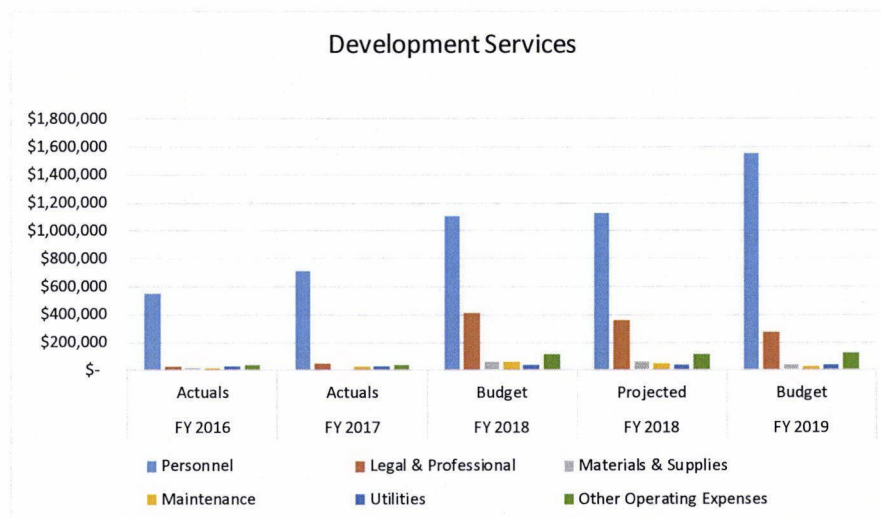
Expenditures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel	\$ 555,845	\$ 709,230	\$1,105,323	\$ 1,124,031	\$ 1,551,844	\$ 427,813	38%	\$ 446,521	40%
Legal & Professional	33,965	46,772	412,000	362,000	270,000	\$ (92,000)	-25%	\$ (142,000)	-34%
Materials & Supplies	21,365	13,525	61,350	65,850	38,700	\$ (27,150)	-41%	\$ (22,650)	-37%
Maintenance	20,216	31,483	59,000	54,500	26,000	\$ (28,500)	-52%	\$ (33,000)	-56%
Utilities	25,259	31,286	41,400	38,500	35,500	\$ (3,000)	-8%	\$ (5,900)	-14%
Other Operating Expenses	45,393	36,566	113,124	110,374	126,300	\$ 15,926	14%	\$ 13,176	12%
<b>Total Expenditures</b>	<b>\$ 702,043</b>	<b>\$ 868,862</b>	<b>\$1,792,197</b>	<b>\$ 1,755,255</b>	<b>\$ 2,048,344</b>	<b>\$ 293,089</b>	<b>16.7%</b>	<b>\$ 256,147</b>	<b>14%</b>

Personnel	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
Director of Planning	1	1	1	1	1	0
Planning Manager	1	0	1	0	1	0
City Engineer	0	0	0	0	0	0
Development Coordinator	0	0	1	1	1	0
Senior Planner	1	1	1	1	0	-1
Planning Tech	0	0	0	1	1	0
Planner I	0	1	1	1	1	0
Permit Technician	2	2	2	2	2	0
Building Official	1	1	1	1	1	0
Building Inspector II	1	1	1	1	1	0
Building Inspector I	1	2	4	4	7	3
GIS Analyst	0	0	1	1	0	-1
Plan Reviewer	0	0	1	1	1	0
Code Enforcement Officer	1	1	1	1	1	0
Health Code Officer	0	0	0	0	1	1
<b>Total Personnel</b>	<b>9</b>	<b>10</b>	<b>16</b>	<b>16</b>	<b>19</b>	<b>2</b>

## Key Points of FY 2019 Proposed Budget

The GIS Analyst was moved to the new GIS Department.

One Health Code Officer was added.



## General Fund-Administration

### Administration

The Administration Department includes the City Manager's Office

#### City Manager's Office

The City Manager's office provides for the general administration of a multi-million dollar organization providing a full range of municipal services to the citizens of Celina. This office is responsible for the general administration of the City and executes the policies of the City Council. The City Manager is directly responsible to the Mayor and the City Council. Additionally, the City Charter states that the City Manager is responsible for presenting an annual budget to the City Council. As Chief Administrator, the City Manager oversees the day-to-day operations of the City by coordinating all City department activities and functions

#### FY 2017-18 Accomplishments:

- Hired GIS Manager to grow and maintain the city's geographic mapping and infrastructure management capabilities
- Hired full-time IT Manager to support the city's technological infrastructure and enhance network security
- Strengthened City Hall security by expanding use of keyless entry badges
- Enacted single-sign on authentication and instant disable functions
- Created new IT and GIS budgets and organized under IT Department to enable greater effectiveness of interdepartmental service delivery
- Drafted and adopted new Hands Free ordinance
- Submitted Strategic Plan and Core Values, to City Council for official approval.

#### FY 2018-19 Objectives:

- Work with Engineering to finalize plans and execute renovations for City Hall, Annex and EDC facilities
- Work to complete Renovations of City Hall, Annex and EDC facilities
- Work with construction project manager to begin and continue construction of Fire Stations #2 and #3.
- Move forward on enacting Downtown Master Plan to revitalize Celina's Downtown



Fund: General Fund  
 Department: Administration  
 Account Group: 102-511

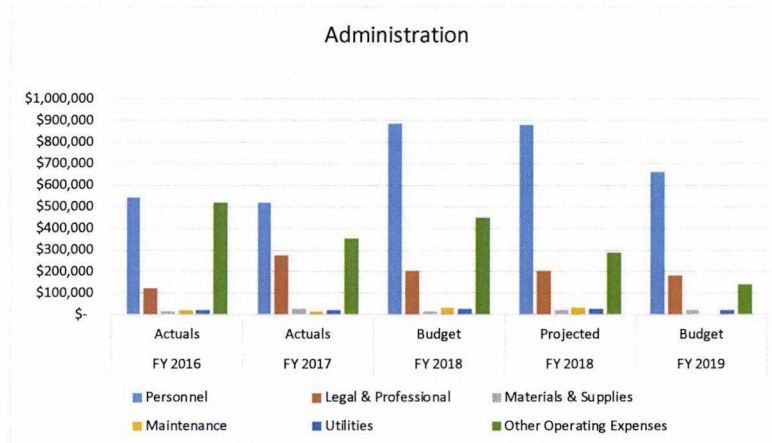
Expenditures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel	\$ 542,657	\$ 520,272	\$ 885,733	\$ 882,734	\$ 661,232	\$ (221,502)	-25%	\$ (224,501)	-25%
Legal & Professional	121,279	274,563	208,200	207,387	185,000	\$ (22,387)	-11%	\$ (23,200)	-11%
Materials & Supplies	13,702	30,681	16,681	22,080	20,200	\$ (1,880)	-9%	\$ 3,519	21%
Maintenance	23,265	16,257	34,450	31,950	5,000	\$ (26,950)	-84%	\$ (29,450)	-85%
Utilities	21,141	20,909	28,100	29,400	22,200	\$ (7,200)	-24%	\$ (5,900)	-21%
Other Operating Expenses	520,710	355,816	448,097	286,334	142,727	\$ (143,607)	-50%	\$ (305,370)	-68%
<b>Total Expenditures</b>	<b>\$ 1,242,754</b>	<b>\$ 1,218,497</b>	<b>\$ 1,621,261</b>	<b>\$ 1,459,885</b>	<b>\$ 1,036,359</b>	<b>\$ (423,526)</b>	<b>-29.0%</b>	<b>\$ (584,902)</b>	<b>-36%</b>

Personnel	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
City Manager	1	1	1	1	1	0
Assistant to City Manager	1	1	1	1	1	0
Administrative Asst.	1	1	1	1	2	0
Director of Finance	1	1	1	1	0	-1
Accounting Clerk	1	1	2	2	0	-1
Senior Accountant	1	1	0	0	0	0
Accounting Manager	0	0	1	1	0	-1
IT Manager	0	0	1	1	0	-1
Facilities Maint. Supervisor	0	0	1	1	0	-1
<b>Total Personnel</b>	<b>6</b>	<b>6</b>	<b>9</b>	<b>9</b>	<b>4</b>	<b>-5</b>

## Key Points of FY 2019 Proposed Budget

The Facilities Maint. Supervisor and IT Manager were moved to their own departments.

The Finance Department was created and the Finance personnel moved there.





### MUNICIPAL COURT

#### **Municipal Court**

Municipal Court is the judicial branch of city government. In addition, the Municipal Court is part of the State judicial system. The Municipal Court hears Class C Misdemeanor criminal cases, including traffic violations, as well as cases involving violation of City Ordinances.

#### **Mission Statement**

The objective of the Celina Municipal Court is to fairly and impartially administer justice while providing excellent customer service.

#### **FY 2018 Accomplishments:**

- Filed 1214 cases
- Closed 1248 cases
- Issued 80 warrants
- Cleared 208 warrants
- Processed \$222,750.00 in fines/fees
- Held and administered 16 court sessions
- Migrated to the latest version of court software (Incode Version 10)
- Court Clerk obtained Level I Certification
- Court Security Committee was formed in compliance with Senate Bill 42, which added \$29.014 to the Government Code

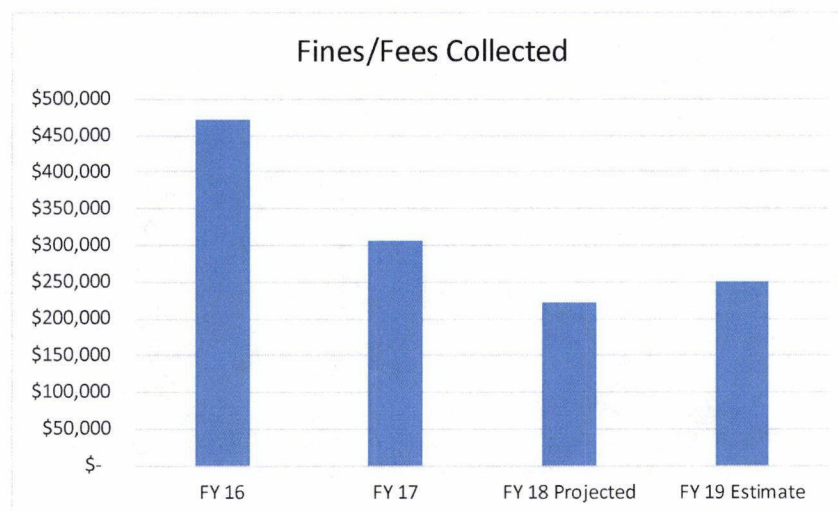
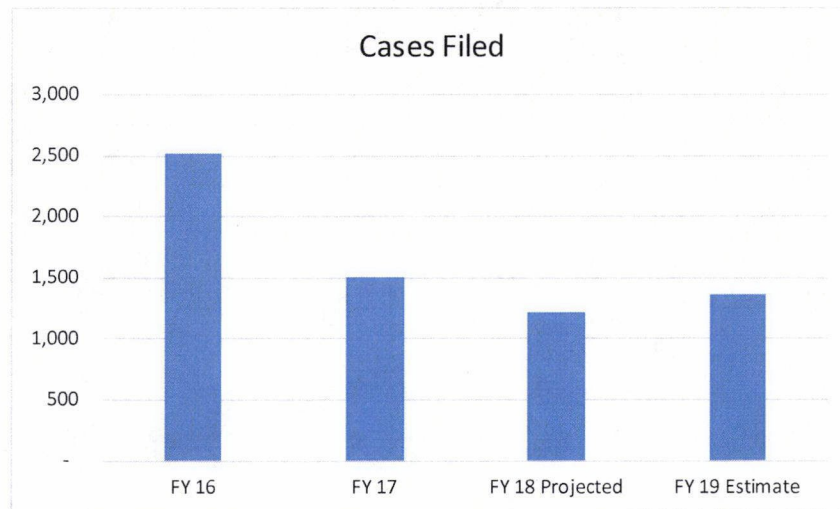
#### **FY 2019 Objectives:**

- Court Administrator to obtain Level III Certification
- Court Bailiff become certified as a Court Security Officer in compliance with SB42
- Court Clerk to begin Level II process towards obtaining Level II Certification
- Continue to review stale cases to come to a resolution in the case
- Hire additional court clerk
- Create Incode 10 training manual for all processes
- Reduce the number of past due cases
- Reduce the number of outstanding warrants



## General Fund-Municipal Court

	Total Number of New Cases Filed				
	FY 16	FY 17	FY 18 Projected	FY 19 Estimate	
Cases Filed		2,519	1,503	1,215	1,364
Fines/Fees Collected	\$ 472,271	\$ 306,920	\$ 222,750	\$ 249,712	



Fund: General Fund  
 Department: Municipal Court  
 Account Group: 102-512

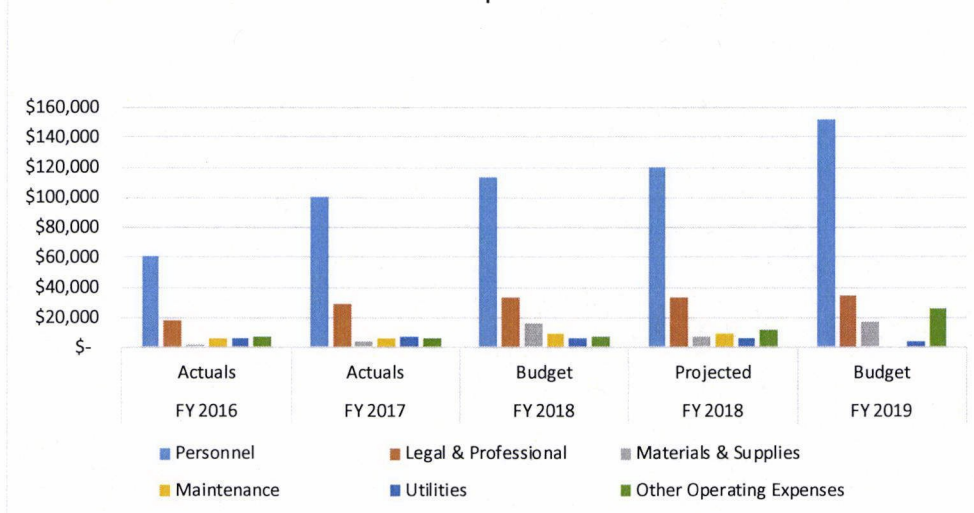
Expenditures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel	\$ 61,484	\$ 100,107	\$ 113,962	\$ 120,611	\$ 151,340	\$ 30,729	25%	\$ 37,378	33%
Legal & Professional	18,892	29,400	33,600	33,600	35,280	\$ 1,680	5%	\$ 1,680	5%
Materials & Supplies	2,286	3,881	15,738	7,338	17,750	\$ 10,412	142%	\$ 2,012	13%
Maintenance	5,850	6,460	9,500	9,500		\$ (9,500)	-100%	\$ (9,500)	-100%
Utilities	6,196	7,104	6,881	6,581	4,031	\$ (2,550)	-39%	\$ (2,850)	-41%
Other Operating Expenses	6,961	6,260	7,709	11,558	26,450	\$ 14,892	129%	\$ 18,741	243%
<b>Total Expenditures</b>	<b>\$ 101,669</b>	<b>\$ 153,212</b>	<b>\$ 187,390</b>	<b>\$ 189,188</b>	<b>\$ 234,851</b>	<b>\$ 45,663</b>	<b>24.1%</b>	<b>\$ 47,461</b>	<b>25%</b>

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
Personnel						
Court Clerk	1	1	1	1	2	1
Court Administrator	0	0	0	0	1	1
Senior Court Clerk	0	1	1	1	0	-1
<b>Total Personnel</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>1</b>

## Key Points of FY 2019 Proposed Budget

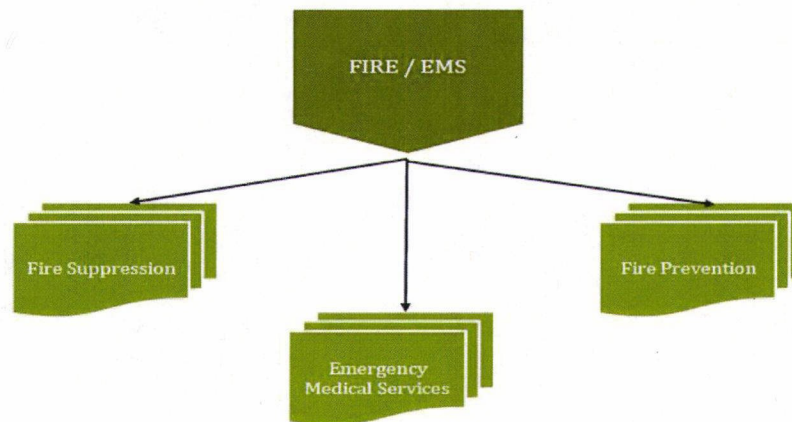
Add one Court Administrator and Clerk and remove the Senior Court Clerk position.

## Municipal Court





## General Fund-Fire & EMS



### Mission Statement

To earn the respect of the community by providing the best possible service based upon concern, compassion and professionalism in all endeavors

### FY 2018 Accomplishments:

- Designed and ordered the new Quint
- Took possession of a new Medic
- Ordered a new Chief 2 vehicle
- Received SAFER grant from FEMA
- Interviewed over 100 applicants
- Hired 20 new employees
- Designed fire stations 2 and 3
- Broke ground on Station 2
- One promotion to Captain
- One promotion to Driver/Operator
- Changed Fire Department Medical Directors
- Created a new hiring process
- Created a new promotional process
- Created new step-up process

### FY 2019 Objectives:

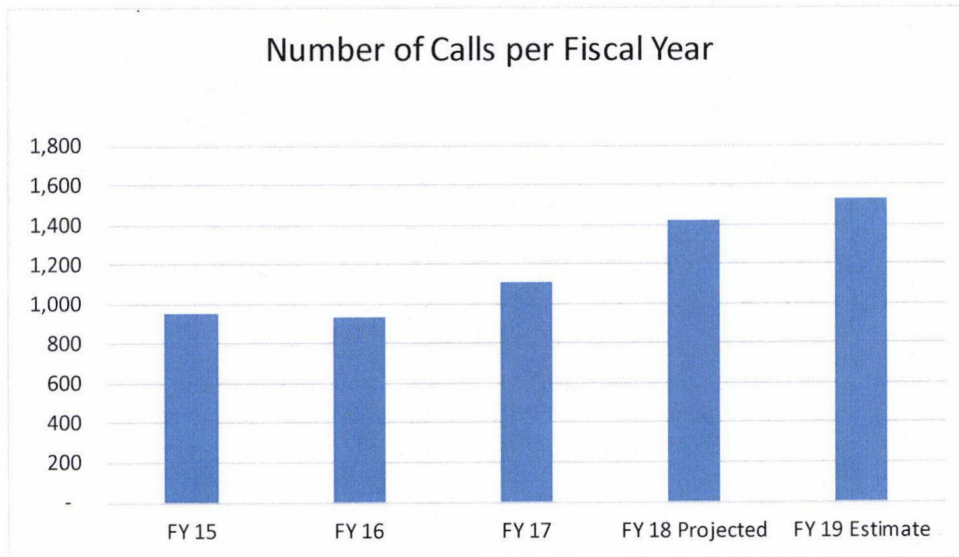
- Complete Fire Station 2
- Break ground on Station 3
- Complete Fire Station 3
- Promote 6 Captains for stations 2 and 3
- Promote 6 Drivers for stations 2 and 3
- Order a new Fire Engine Pumper for Station 3
- Take delivery of the 107' Aerial Quint
- Conduct extensive Aerial training for the new Quint
- Increase Fire and Medical coverage for the city with new stations
- Create new response districts with Collin County Dispatch
- Hire 5 new employees (1 by attrition, 4 budgeted)

## General Fund-Fire & EMS

Number of Calls per Fiscal Year

FY 15	FY 16	FY 17	FY 18 Projected	FY 19 Estimate
953	937	1,110	1,422	1,527

Number of Calls per Fiscal Year



137



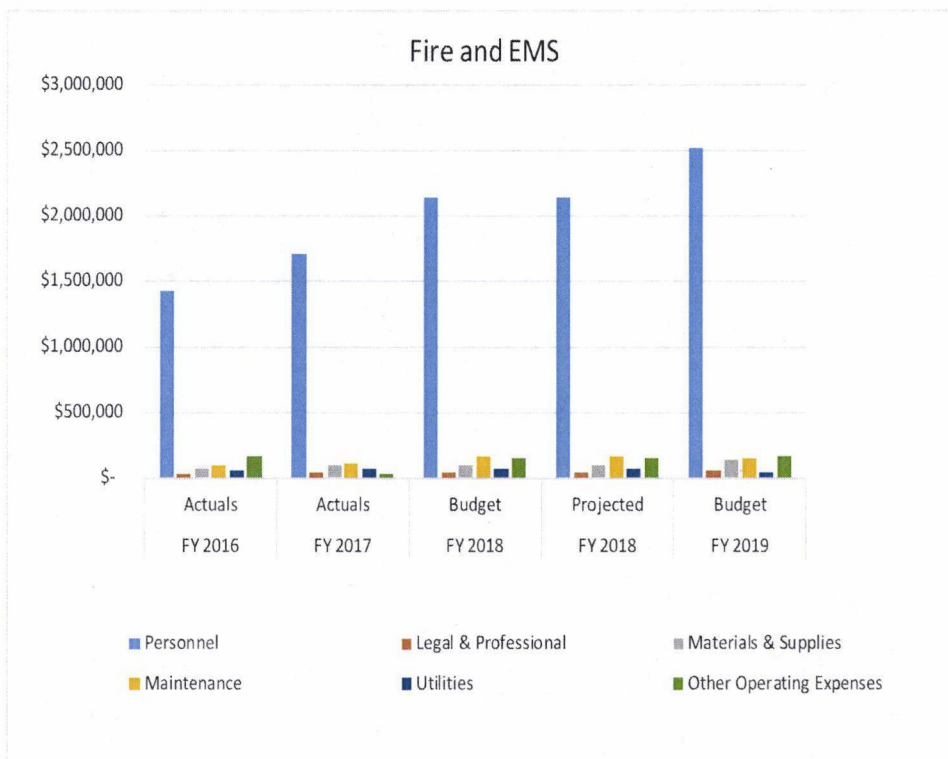
Fund: General Fund  
 Department: Fire & EMS  
 Account Group: 102-513

Expenditures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel	\$ 1,419,687	\$ 1,699,030	\$ 2,132,564	\$ 2,132,564	\$ 2,519,182	\$ 386,618	18%	\$ 386,618	18%
Legal & Professional	31,313	37,200	37,000	37,000	54,000	\$ 17,000	46%	\$ 17,000	46%
Materials & Supplies	68,366	97,024	93,894	93,894	131,150	\$ 37,256	40%	\$ 37,256	40%
Maintenance	98,851	109,139	165,799	165,799	145,500	\$ (20,299)	-12%	\$ (20,299)	-12%
Utilities	63,190	66,297	69,762	69,762	41,500	\$ (28,262)	-41%	\$ (28,262)	-41%
Other Operating Expenses	158,565	32,227	152,563	152,563	164,741	\$ 12,178	8%	\$ 12,178	8%
<b>Total Expenditures</b>	<b>\$ 1,839,972</b>	<b>\$ 2,040,917</b>	<b>\$ 2,651,582</b>	<b>\$ 2,651,582</b>	<b>\$ 3,056,073</b>	<b>\$ 404,491</b>	<b>15.3%</b>	<b>\$ 404,491</b>	<b>15%</b>

Personnel	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
Fire Chief	1	1	1	1	1	0
Deputy Fire Chief	1	1	1	1	1	0
EMS Division Chief	0	1	1	1	1	0
Firefighters/Paramedics	14	16	19	19	23	4
Trainer	0	0	0	0	0	0
Administrative Assistant	0	0	0	0	0	0
<b>Total Personnel</b>	<b>16</b>	<b>19</b>	<b>22</b>	<b>22</b>	<b>26</b>	<b>4</b>

## Key Points of FY 2019 Proposed Budget

Add 6 new Firefighters



## General Fund-Streets & Drainage

### Mission Statement

To perform planning, maintenance and rehabilitation of streets, drainage and traffic control systems that produce safe and efficient movement of traffic flow and storm water throughout the City.

### FY2018 Accomplishments:

- Performed approximately 77,000 LF of crack and joint sealing
- Performed approximately 22,000 SF of pavement repairs
- Completed over 83,000 SF of pavement rehabilitation
- Replaced over 250 street signs and posts
- Completed over 30,000 SF of drainage grading
- Inspected approximately 340 drainage inlets

### FY 2019 Objectives:

- Implement an annual safety program
- Update department standard operating procedures
- Complete asset data collection
- Perform a condition index assessment
- Continue maintenance program with crack sealing and seal coating
- Continue and expand the rehabilitation program
- Continue the sign replacement program
- Continue to remedy drainage issues
- Implement a vegetative management program

	FY 2016	FY 2017	FY 2018 Projected	FY 2019 Estimated
Miles of Streets	138	154	241	286
Regulatory and warning signs	660	733	800	880
Miles of storm sewer	35	39	48	53
Storm sewer manholes	180	200	223	245
Storm sewer inlets	1217	1352	1502	1652
Acres of drainage right-of-way	8	9	9	9



# City of Celina Annual Budget

FY2019

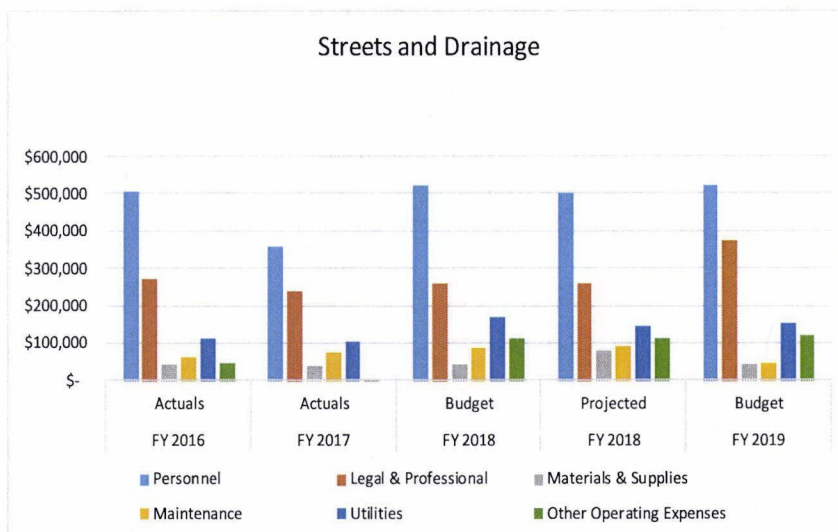
Fund: General Fund  
Department: Streets  
Account Group: 102-514

Expenditures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel	\$ 506,245	\$ 360,423	\$ 522,440	\$ 502,625	\$ 523,157	\$ 20,532	4%	\$ 717	0%
Legal & Professional	275,701	240,876	260,100	260,100	375,100	\$ 115,000	44%	\$ 115,000	44%
Materials & Supplies	45,745	41,722	42,760	79,365	44,500	\$ (34,865)	-44%	\$ 1,740	4%
Maintenance	66,402	78,998	90,000	93,000	49,000	\$ (44,000)	-47%	\$ (41,000)	-46%
Utilities	112,623	106,706	173,100	148,800	155,600	\$ 6,800	5%	\$ (17,500)	-10%
Other Operating Expenses	48,901	3,814	113,385	115,363	123,412	\$ 8,049	7%	\$ 10,027	9%
<b>Total Expenditures</b>	<b>\$ 1,055,618</b>	<b>\$ 832,539</b>	<b>\$1,201,785</b>	<b>\$ 1,199,253</b>	<b>\$ 1,270,769</b>	<b>\$ 71,516</b>	<b>6.0%</b>	<b>\$ 68,984</b>	<b>6%</b>

Personnel	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
Director of Public Works	1	1	1	1	1	0
Asst. Director of PW	1	1	1	0	0	0
Street & Drainage Super.	1	1	1	1	1	0
Maintenance Worker	3	3	3	4	4	0
Street Crew Leader	0	0	0	1	1	0
Engineer in Training	1	1	1	0	0	0
<b>Total Personnel</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>	<b>0</b>

Key Points of FY 2019 Proposed Budget

## Streets and Drainage





# CELINA POLICE DEPARTMENT

## Mission Statement

The Celina Police Department is committed to achieving a safer community by providing dedicated service and involving our community as partners.

## FY 2018 Accomplishments:

- Fully implemented Policy 1.8 Strategic Operations System, consisting of Community Policing, Procedural Justice, Intelligence-led Policing, Problem-solving Policing, and Evidence Based Policing.
- Established the framework for the newly formed Special Operations Division consisting of the Special Response Team (SRT), Intelligence, and Narcotics.
- Staffed the Assistant Chief position and added three new officers.
- Increased the operational capacity of the Special Response Team and the Special Investigative Unit.
- Established a framework accommodating the expansion of the Standard Operating Procedures of the Patrol Division, Special Operations Division, and Criminal Investigation Division.
- Completed an evaluation of the 2015 – 2020 Strategic Plan, which identified that 14 out of 30 priority actions were achieved at the 100% level and are effective.

## FY 2019 Objectives:

- Increase the operational capacity of the Patrol Division with additional officers and geographical assignment.
- Expand the components of the newly formed Special Operations Division by increasing the operational capacity of Narcotics and Intelligence, and the addition of a Sergeant to the division.
- Continue to focus on the 2015 – 2020 Strategic Plan.
- Continue to meet training objectives identified through training analysis.







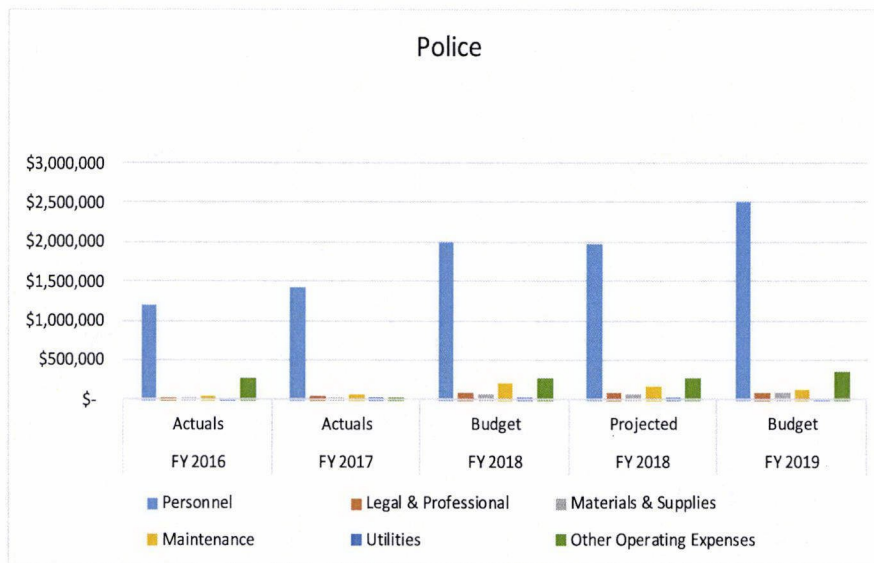
Fund: General Fund  
 Department: Police  
 Account Group: 102-515

Expenditures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel	\$ 1,212,548	\$ 1,423,024	\$ 2,013,618	\$ 1,994,428	\$ 2,525,255	\$ 530,827	27%	\$ 511,637	25%
Legal & Professional	30,810	61,810	99,114	99,114	101,613	\$ 2,499	3%	\$ 2,499	3%
Materials & Supplies	44,152	43,398	81,635	75,835	102,000	\$ 26,165	35%	\$ 20,365	25%
Maintenance	65,133	85,846	226,122	186,490	141,332	\$ (45,158)	-24%	\$ (84,790)	-37%
Utilities	10,324	29,148	33,750	37,350	25,150	\$ (12,200)	-33%	\$ (8,600)	-25%
Other Operating Expenses	283,803	39,720	277,465	273,730	370,264	\$ 96,534	35%	\$ 92,799	33%
<b>Total Expenditures</b>	<b>\$ 1,646,770</b>	<b>\$ 1,682,946</b>	<b>\$ 2,731,704</b>	<b>\$ 2,666,947</b>	<b>\$ 3,265,614</b>	<b>\$ 598,667</b>	<b>22.4%</b>	<b>\$ 533,910</b>	<b>20%</b>

Personnel	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
Police Chief	1	1	1	1	1	0
Asst. Police Chief	1	0	1	1	1	0
Administrative Assistant	1	0	0	0	0	0
Public Safety Officer	0	1	1	1	1	0
Police Lieutenant	1	1	1	1	1	0
Police Sergeant	1	4	4	4	4	0
Patrol Officer	12	12	13	13	19	6
<b>Total Personnel</b>	<b>17</b>	<b>19</b>	<b>21</b>	<b>21</b>	<b>27</b>	<b>6</b>

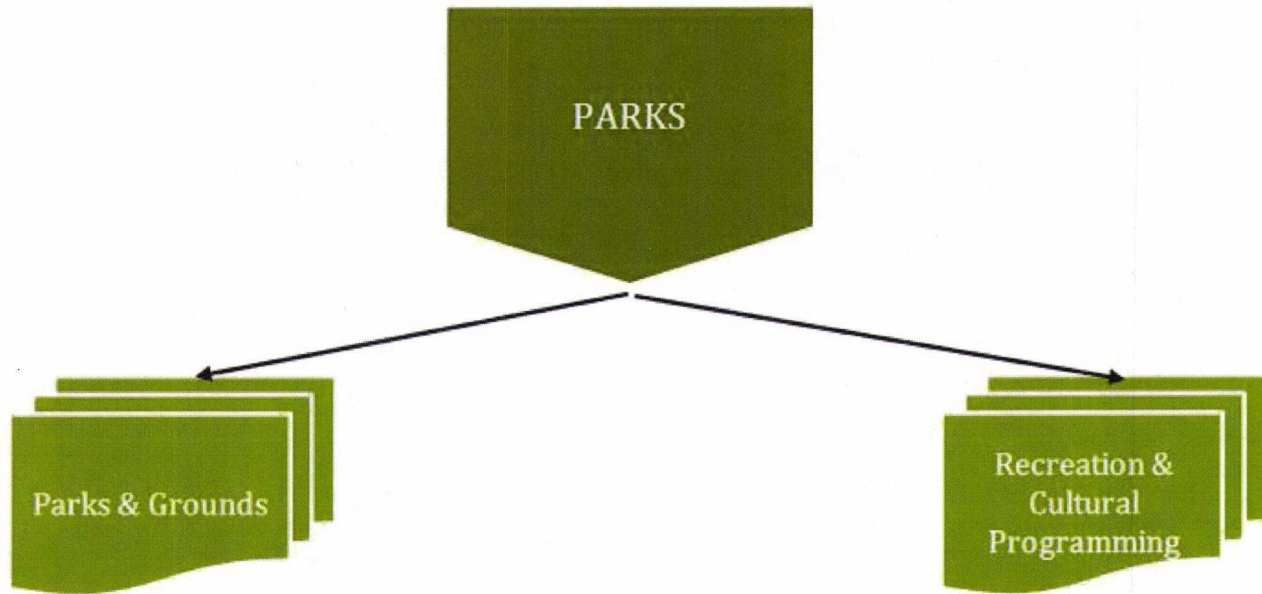
## Key Points of FY 2019 Proposed Budget

Add 6 new police officers





### Parks and Recreation



#### Mission Statement

It is the mission of the Celina Parks and Recreation Department to preserve, enhance and protect open spaces and to create recreational opportunities for growth and enhancement by developing diverse services and programs that promote citizen involvement and a strong sense of community.

#### FY 2018 Accomplishments:

- Fields mowed 3 times per week
- Lips repaired for safe play
- Diamond Pro added to help dry for games
- Wind screens installed to help batters eye in outfield fence
- Polly cap added on outfields
- Continued with monthly weed and pest control
- Hired an Irrigation Tech and one Maintenance Worker



**Old Celina Park  
Baseball Fields**



**Triangle Color  
in flower beds**



## General Fund-Parks and Recreation

### FY 2019 Objectives:

- Begin design of 20 acre – Old Celina Park

### # OF TEAMS BY SPORT

SPORT	SEASON (S)	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018 Projected	FY 2019 Estimated
<i>flag football *</i>	Fall	25	41	50	60	72	75
baseball	Spring	13	15	18	21	24	26
girls softball	Spring	7	7	8	9	6	5
girls softball	Fall	1	4	4	1	0	0
<i>7on7 football *</i>	Spring	18	28	20	34	24	28
basketball	Winter	10	15	24	17	20	22
adult softball	summer/fall	21 / 0	6/0	12/0	8/6	11/10	10/8

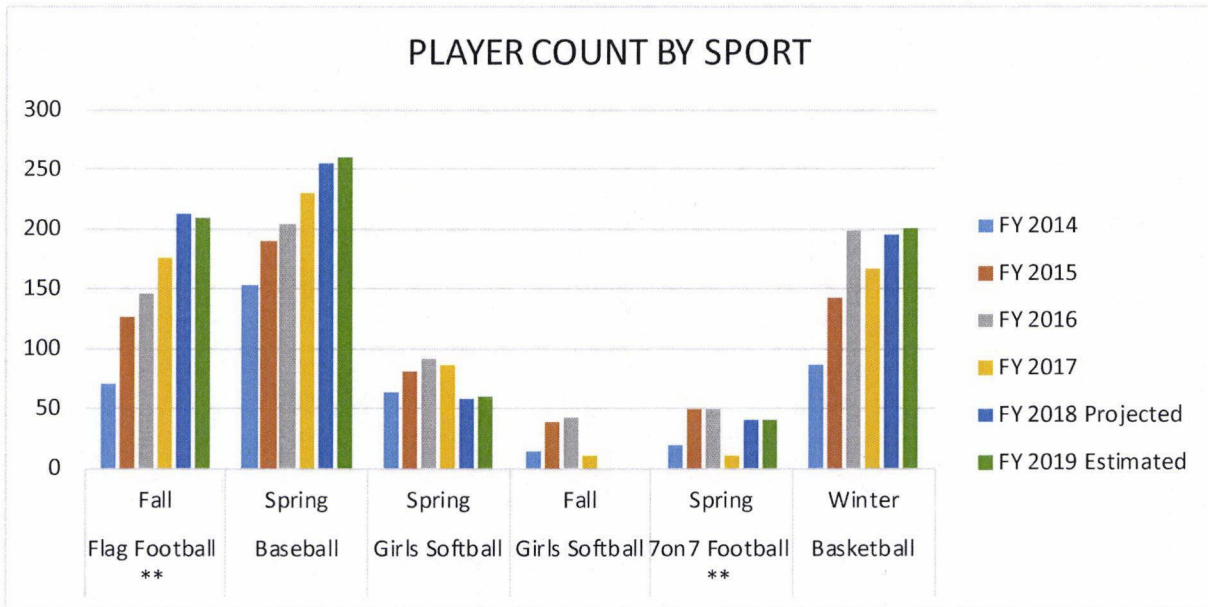
\* indicates Parks and Rec runs the league/not all teams are from Celina

### CELINA PLAYER COUNT

SPORT	SEASON (S)	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018 Projected	FY 2019 Estimated
<i>flag football **</i>	Fall	70	126	147	176	213	210
baseball	Spring	153	190	204	231	255	260
girls softball	Spring	63	81	91	86	59	60
girls softball	Fall	15	39	42	10	0	0
<i>7on7 football **</i>	Spring	20	50	50	10	40	40
basketball	Winter	86	143	198	168	195	200

\*\* indicates only Celina players included in total

## General Fund-Parks and Recreation





Fund: General Fund

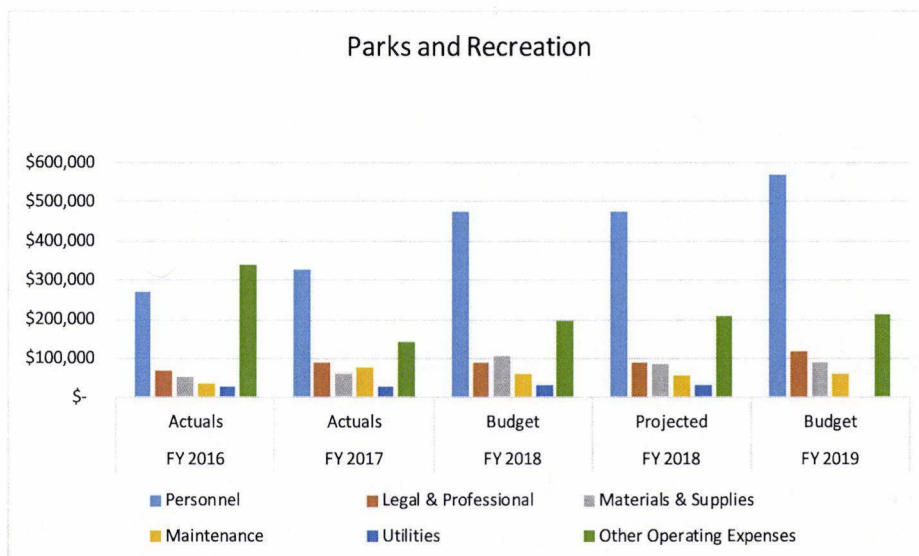
Department: Parks

Account Group: 102-516

Expenditures	FY 2016	FY 2017	FY 2018	FY 2018	FY 2019	FY 2019	FY 2019	Change from	Change from
	Actuals	Actuals	Budget	Projected	Budget	Budget/Projected	Budget/Projected	FY 2018 Budget	FY 2018 Budget
						\$ Change	% Change	\$ Change	% Change
Personnel	\$ 270,728	\$ 326,617	\$ 475,607	\$ 475,107	\$ 569,234	\$ 94,127	20%	\$ 93,627	20%
Legal & Professional	67,998	89,700	90,000	90,000	120,000	\$ 30,000	33%	\$ 30,000	33%
Materials & Supplies	53,756	62,253	105,700	85,550	88,950	\$ 3,400	4%	\$ (16,750)	-16%
Maintenance	34,214	77,386	62,600	55,100	60,000	\$ 4,900	9%	\$ (2,600)	-4%
Utilities	28,196	29,368	32,500	33,500	5,000	\$ (28,500)	-85%	\$ (27,500)	-85%
Other Operating Expenses	338,338	144,019	198,000	206,711	210,550	\$ 3,839	2%	\$ 12,550	6%
<b>Total Expenditures</b>	<b>\$ 793,229</b>	<b>\$ 729,343</b>	<b>\$ 964,407</b>	<b>\$ 945,968</b>	<b>\$ 1,053,734</b>	<b>\$ 107,766</b>	<b>11.4%</b>	<b>\$ 89,327</b>	<b>9%</b>

Personnel	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
Parks Director	1	1	1	1	1	0
Assistant Parks Director	1	1	1	1	1	0
Crew Leader	1	1	1	1	1	0
Maintenance Worker	2	2	3	3	3	0
Park Superintendent	0	0	0	0	0	0
Parks & Rec Supervisor	0	0	0	0	0	0
Chemical Technician	0	1	1	1	1	0
Irrigation Technician	0	0	1	1	1	0
<b>Total Personnel</b>	<b>5</b>	<b>6</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>0</b>

## Key Points of FY 2019 Proposed Budget



## General Fund-Marketing

### Mission Statement

To provide a brand and image for the City of Celina while serving as a central resource for information on City activities, the community and events, through social media, the web and other avenues of communication.





## General Fund-Marketing

The Marketing department is being used to track expenses related to the City's events including Cajun Fest, Splash & Blast and other events and to budget for the Main Street Director salary and benefits

### **FY 2018 Accomplishments:**

- Created a new digital newsletter
- Implemented CITIBOT
- Started a NextDoor account to better target residents with information related to their location.
- Opened a Youtube channel to keep our residents informed via videos.
- Engaged the community more on all social media platforms and by hosting educational programs such as Public Safety Day
- Town Hall Meeting
- Increased collaboration with city departments to create story ideas that provide a positive message about the City of Celina to our community.
- Increased the number of Celina articles in the local newspapers and magazines using press releases and all social media platforms.
- Annual Report

### **FY 2019 Objectives:**

- Create a crisis communication plan
- Monitor any news on Celina and create reports on analytics for city staff and council members
- Create a social media policy
- Tell the story about Celina with videography

Fund: General Fund  
 Department: Marketing  
 Account Group: 102-519

Expenditures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel	\$ 166,341	\$ 94,992	\$ 175,871	\$ 175,871	\$ 179,278	\$ 3,407	2%	\$ 3,407	2%
Legal & Professional	-	-	-	-	-	\$ -	0%	\$ -	#DIV/0!
Materials & Supplies	2,486	215	3,250	3,000	3,750	\$ 750	25%	\$ 500	15%
Maintenance	651	-	800	800	-	\$ (800)	-100%	\$ (800)	-100%
Utilities	3,133	403	2,175	1,925	1,550	\$ (375)	-19%	\$ (625)	-29%
Other Operating Expenses	68,173	201,769	163,933	158,933	206,150	\$ 47,217	30%	\$ 42,217	26%
<b>Total Expenditures</b>	<b>\$ 240,785</b>	<b>\$ 297,378</b>	<b>\$ 346,029</b>	<b>\$ 340,529</b>	<b>\$ 390,728</b>	<b>\$ 50,199</b>	<b>14.7%</b>	<b>\$ 44,699</b>	<b>13%</b>

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
<b>Personnel</b>						
Marketing Manager	1	0	1	1	1	0
Main Street Director	1	1	1	1	1	0
<b>Total Personnel</b>	<b>2</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>0</b>





### Mission Statement

The City of Celina Engineering Department is dedicated to providing public infrastructure essential to the safety, health, mobility and quality of life for citizens, businesses and visitors in our community. The Engineering Department focuses on providing professional, well-organized, and cost effective municipal engineering services to the citizens of Celina, as well as other departments of the City.

### FY 2018 Accomplishments:

- Add a SWPPP/ROW inspector
- Convert to an inhouse GIS manager, begin plannometrics applciation
- Provide continued support for other City departments
- Begin design on the following projects:
  - a. Fire station #2
  - b. Fire Station #3
  - c. Old Celina Park expansion & lighting
  - d. Glendenning Pkwy - FM 428 to Preston
  - e. Oklahoma/Malone 12" Water line extension
  - f. Downtown Drainage upgrade - Phase 1
  - g. Pressure plane modification  
begin doe branch drainage study
  - h. begin regional detention sutdy
- Begin construction on the following projects:
  - a. 2 MGD Elevated Storage Tank
  - b. Ownsby sewer line
  - c. Preston Road Water Loop Line
  - d. Sunset Blvd
  - f. SE Sector Sewer Extension to Parks at Wilson Creek
  - h. CR 83 (Ownsby Pwky)
  - i. WWTP expansion to 0.95 MGD
- Complete construction for the following projects:
  - a. Downtown WWTP Upgrades
  - b. CR 134 water line - convert DC ranch from Merrilee to City of Celina
  - c. Morgan Lakes drainage
  - e. Wells Road (CR 84)
  - g. Merritt Erosion Issue
- Perform updates to the water/sewer/thoroughfare master plan
- Coordinate with Public Works on phasing and implementing downtown improvements
- Continue to process plan reviews
- Continue to process engineering related permits
- Begin better coordination with franchise utilites
- Provide input and coordination efforts for the following TxDOT projects:
  - a. FM 1461
  - b. FM 1385

## General Fund-Engineering

- Provide input and coordination efforts for the following Collin County projects:
  - a. Outer Loop
  - b. Frontier Parkway
  - c. Mutual boundary roads
- Provide input and coordination efforts for the following NTTA projects:
  - a. Southbound Frontage Road - US 380 to FM 428
  - b. NB FR Rd from FM 428 to Grayson county line
  - c. Main Lane construction from US 380 to FM 428
- Utilize Stormwater Utility Money to fund maintenance and CIP projects
- Provide input for the Comprehensive Plan Update
- Continue to provide input and calculations for Development Agreements
- Provide input and help coordinate the Facilities Master Plan
- Increase public outreach and information for projects
- Perform annual update of the Standard Details and Engineering Design Standards

### FY 2019 Objectives:

- Provide continued support for other City departments
- Begin design on the following projects:
  - a. Fire station #4
  - b. Wilson Creek Park
  - c. WWTP expansion to 2.0 MGD
  - d. Preston Road lighting Phase 1
  - e. Downtown Drainage upgrade - Phase 2
  - f. regional detention pond(s)
- Begin construction on the following projects:
  - a. Fire station #2
  - b. Fire Station #3
  - c. Old Celina Park expansion & lighting
  - d. Glendenning Pkwy - FM 428 to Preston
  - e. Sunset Blvd from Preston to CR 92
  - f. Downtown Drainage upgrade - Phase 1
- Complete construction for the following projects:
  - a. 2 MGD Elevated Storage Tank
  - b. Oklahoma/Malone 12" Water line extension
  - c. SE Sector Sewer Extension to Parks at Wilson Creek
  - d. Ownsby sewer line
  - e. Wells Road (CR 84)
  - f. Preston Road Water Loop Line
  - g. CR 83 (Ownsby Pwky)
  - h. WWTP expansion to 0.95 MGD
  - i. Pressure plane modification
  - j. complete doe branch drainage study
  - k. regional detention study



- Perform updates to the water/sewer/thoroughfare impact fee
- Complete analysis of regional detention study
- Complete drainage analysis of Doe Creek Basin
- Coordinate with Public Works on phasing and implementing downtown improvements
- Continue to process plan reviews
- Continue to process engineering related permits
- Begin better coordination with franchise utilities
- Provide input and coordination efforts for the following TxDOT projects:
  - a. FM 1461
  - b. FM 1385
- Provide input and coordination efforts for the following Collin County projects:
  - a. Outer Loop
  - b. Frontier Parkway
  - c. Mutual boundary roads
- Provide input and coordination efforts for the following NCTA projects:
  - a. Southbound Frontage Road - US 380 to FM 428
  - b. NB FR Rd from FM 428 to Grayson county line
  - c. Main Lane construction from US 380 to FM 428
- Utilize Stormwater Utility Money to fund maintenance and CIP projects
- Provide input for the Comprehensive Plan Update
- Continue to provide input and calculations for Development Agreements
- Provide input and help coordinate the Facilities Master Plan
- Increase public outreach and information for projects
- Perform annual update of the Standard Details and Engineering Design Standards

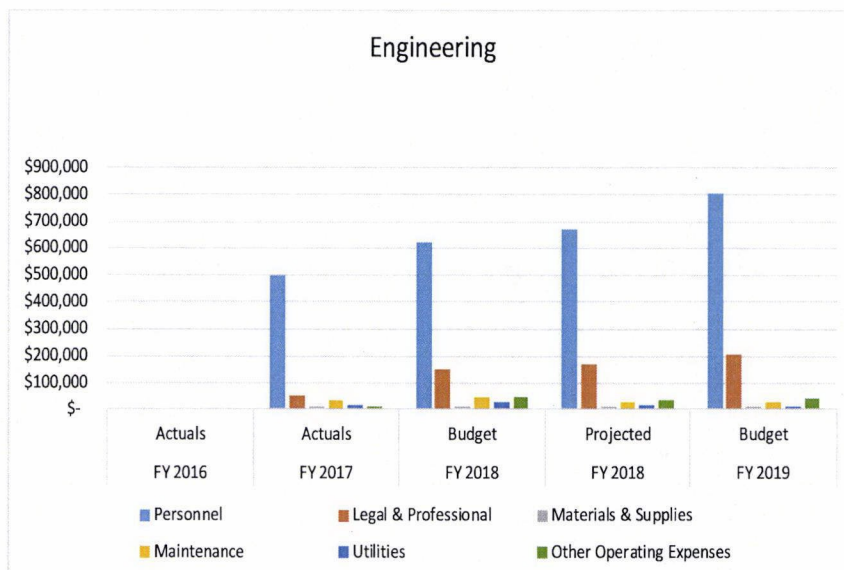
Fund: General Fund  
 Department: Engineering  
 Account Group: 102-520

Expenditures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel	\$ -	\$ 494,479	\$ 620,920	\$ 669,448	\$ 807,369	\$ 137,921	21%	\$ 186,449	30%
Legal & Professional	-	53,075	152,880	173,000	207,000	\$ 34,000	0%	\$ 54,120	35%
Materials & Supplies	-	9,337	13,980	11,502	12,000	\$ 498	4%	\$ (1,980)	-14%
Maintenance	-	35,384	48,620	26,612	32,040	\$ 5,428	20%	\$ (16,580)	-34%
Utilities	-	17,726	29,880	17,359	13,820	\$ (3,539)	-20%	\$ (16,060)	-54%
Other Operating Expenses	-	12,489	50,012	35,187	39,072	\$ 3,885	11%	\$ (10,940)	-22%
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ 622,489</b>	<b>\$ 916,292</b>	<b>\$ 933,108</b>	<b>\$ 1,111,301</b>	<b>\$ 178,193</b>	<b>19.1%</b>	<b>\$ 195,009</b>	<b>21%</b>

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
<b>Personnel</b>						
Director of Engineering	1	1	1	1	1	0
Asst. Director of Engineering	0	0	0	1	1	0
Engineer	0	1	1	1	1	0
Engineer in Training	1	1	1	1	1	0
Sr. Construction Inspector	1	1	1	1	1	0
Construction Inspector	1	2	2	2	2	0
<b>Total Personnel</b>	<b>4</b>	<b>6</b>	<b>6</b>	<b>7</b>	<b>7</b>	<b>0</b>

#### Key Points of FY 2019 Proposed Budget

The Engineering department was created in FY 2017





## General Fund-Human Resources

### Mission Statement

To partner with other City departments to maximize the potential of our greatest asset – our employees. We are committed to the recruitment, retention, development and retention of our City workforce, thereby fostering an environment conducive to employee accountability and success.

### FY 18 Accomplishments:

- Transition applications from paper to an on-line environment.
- Streamline benefits administration processes.
- Revise New Employee Orientation
- Created and/or modified a number of forms utilized by everyone in the City including the PAF, FML, NEO Checklist, ADA Questionnaire.
- Establish compliance with E-Verify system.
- Establish compliance with DOT Alcohol and Drug Testing.
- Develop compliance training program with classes in DOT Alcohol and Drug Awareness for Supervisors, Family and Medical Leave, and Americans with Disabilities training.
- Completed and Implement City-wide supervisor/subordinate "Check-Ins".
- Program Customer Service training with Strategic Government Resource (SGR).
- Institute Employee Recognition program
- Implement electronic on-boarding
- Provided Employees and Supervisors with a viable avenue for all HR related issues.

### FY 19 Objectives:

- Overhaul Employee Insurance and Open Enrollment
- Work on Employee luncheon for November and December (roll out "swag", ornaments, etc.)
- Develop and Implement Supervisory Training
- Implement Dependent Substantiation program
- Complete Position Description Revision
- Complete Revisions to Personnel Policies
- Completely overhaul Employee Onboarding
- Become HIPAA Compliant
- Develop process guides for major HR Functions
- Increase the Number of Internal Training Opportunities such as Workers Compensation, Safety, etc.

Fund: General Fund  
 Department: Human Resources  
 Account Group: 102-521

## New Department

Expenditures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel	\$ -	\$ -	\$ -	\$ -	\$ 198,741	\$ 198,741	100%	\$ 198,741	100%
Legal & Professional	-	-	-	-	-	-	0%	\$ -	0%
Materials & Supplies	-	-	-	-	12,000	12,000	100%	\$ 12,000	100%
Maintenance	-	-	-	-	1,000	1,000	100%	\$ 1,000	100%
Utilities	-	-	-	-	3,330	3,330	100%	\$ 3,330	100%
Other Operating Expenses	-	-	-	-	59,764	59,764	100%	\$ 59,764	100%
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 274,835</b>	<b>\$ 274,835</b>	<b>100.0%</b>	<b>\$ 274,835</b>	<b>100%</b>

Personnel	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
HR Director	0	0	0	0	1	1
HR Generalist	0	0	0	0	1	1
<b>Total Personnel</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>2</b>

## Key Points of FY 2019 Proposed Budget

The Human Resources Department was created during FY 2019. Previously, it was budgeted under the General Services Office.







## **Water and Wastewater Fund**

Water and Wastewater Fund Summary

Water and Wastewater Fund Revenues

Water and Wastewater Fund Expenses

Water Department

Wastewater Department

Trash & Recycling

Utility Billing

Water and Wastewater Debt Service

Non-Departmental

## Water and Wastewater Fund Summary

City of Celina Annual Budget

FY2019

### INCOME STATEMENT

	Actual FY 2015-16	Actual FY 2016-17	Budget FY 2017-18	Projected FY 2017-18	Budget FY 2018-19	FY 18/19 % Change
Beginning Cash & Investments	\$ 2,120,144	\$ 2,236,159	\$ 5,462,231	5,462,231	\$ 6,324,191	
<b>REVENUES</b>						
Fines & Fees	2,460,905	1,680,010	1,868,860	1,871,535	2,097,325	12.22%
Penalties & Interest	211,832	274,098	190,850	255,173	243,750	27.72%
Water/Sewer Sales	5,848,927	7,461,391	8,388,419	9,044,020	9,521,997	13.51%
Other Revenues	2,449,616	2,082,534	466,792	487,441	511,722	9.63%
<b>TOTAL REVENUES</b>	<b>10,971,280</b>	<b>11,498,033</b>	<b>10,914,921</b>	<b>11,658,169</b>	<b>12,374,794</b>	13.38%
<b>EXPENSES</b>						
Water Department	5,329,450	3,490,142	4,160,937	4,275,050	5,181,803	24.53%
Wastewater Department	1,050,302	2,070,521	1,986,173	1,717,382	2,084,614	4.96%
Utility Billing	-	196,113	292,259	290,185	310,337	6.19%
Trash & Recycling	415,983	483,403	583,234	583,234	690,775	18.44%
Other Expenses	1,881,033	1,539,782	527,000	527,000	693,430	31.58%
Debt Service			3,403,358	3,403,358	3,413,836	0.31%
<b>TOTAL EXPENSES</b>	<b>8,676,768</b>	<b>7,779,961</b>	<b>10,952,961</b>	<b>10,796,209</b>	<b>12,374,794</b>	12.98%
<b>NET INCOME</b>	<b>2,294,512</b>	<b>3,718,072</b>	<b>(38,040)</b>	<b>861,960</b>	<b>-</b>	
Adjustments*						
Other Financing Sources (Uses)	(2,178,497)	(492,000)				
Reserve Requirements						
<b>Ending Cash &amp; Investments</b>	<b>\$ 2,236,159</b>	<b>\$ 5,462,231</b>	<b>\$ 5,424,191</b>	<b>\$ 6,324,191</b>	<b>\$ 6,324,191</b>	

\*Adjustments include depreciation and restricted cash & investments

Debt Service payments pertaining to water/sewer projects are budgeted in the Water and Wastewater Fund.  
All FY actuals are audited numbers.



## Water and Wastewater Fund Revenues

City of Celina Annual Budget

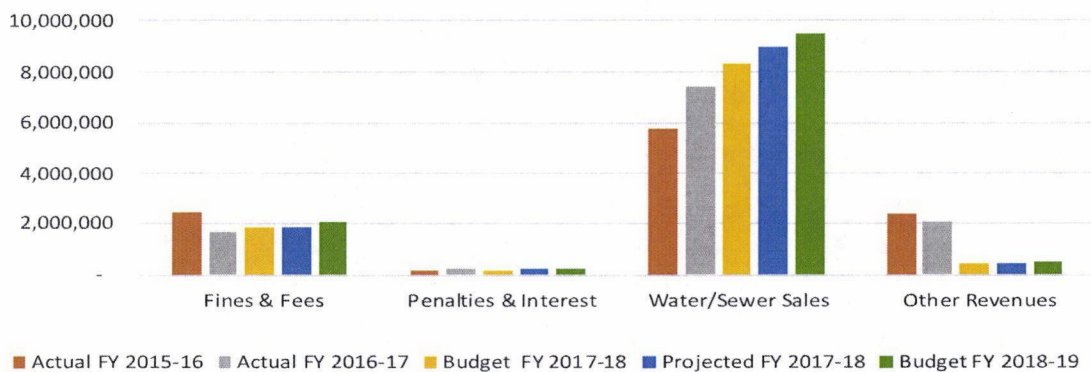
FY2019

### Summary of Revenues by Type

	Actual FY 2015-16	Actual FY 2016-17	Budget FY 2017-18	Projected FY 2017-18	Budget FY 2018-19	FY 18/19 % Change
<i>Fines &amp; Fees</i>	2,460,905	1,680,010	1,868,860	1,871,535	2,097,325	12.22%
<i>Penalties &amp; Interest</i>	211,832	274,098	190,850	255,173	243,750	27.72%
<i>Water/Sewer Sales</i>	5,848,927	7,461,391	8,388,419	9,044,020	9,521,997	13.51%
<i>Other Revenues</i>	2,449,616	2,082,534	466,792	487,441	511,722	9.63%
<b>TOTAL REVENUES</b>	<b>\$ 10,971,280</b>	<b>\$ 11,498,033</b>	<b>\$ 10,914,921</b>	<b>\$ 11,658,169</b>	<b>\$ 12,374,794</b>	<b>13.38%</b>

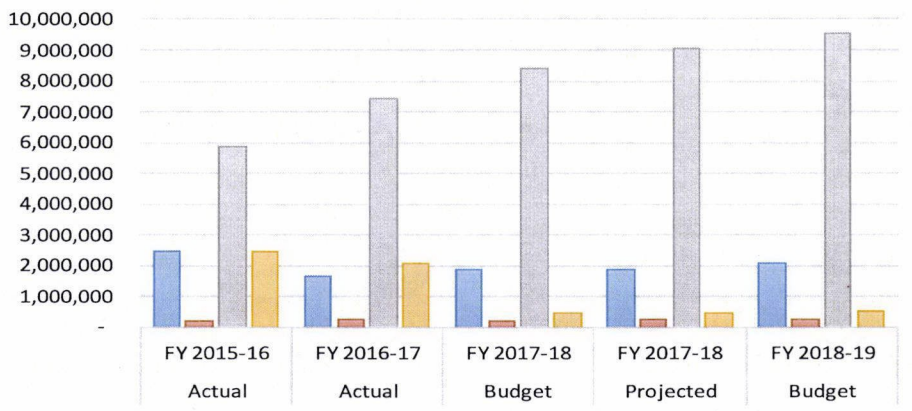
### Comparison of Revenues by Year

#### Water & Wastewater Fund



### Water and Wastewater Sales Five Year Comparison

#### Water and Wastewater Sales Revenue



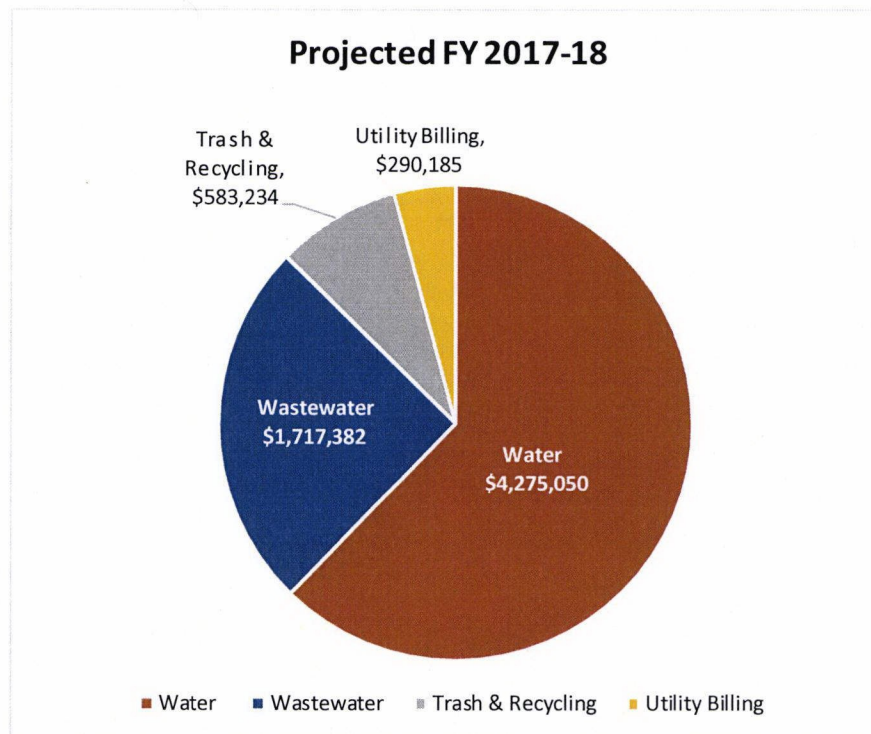
## Water and Wastewater Fund Expenses

City of Celina Annual Budget

FY2019

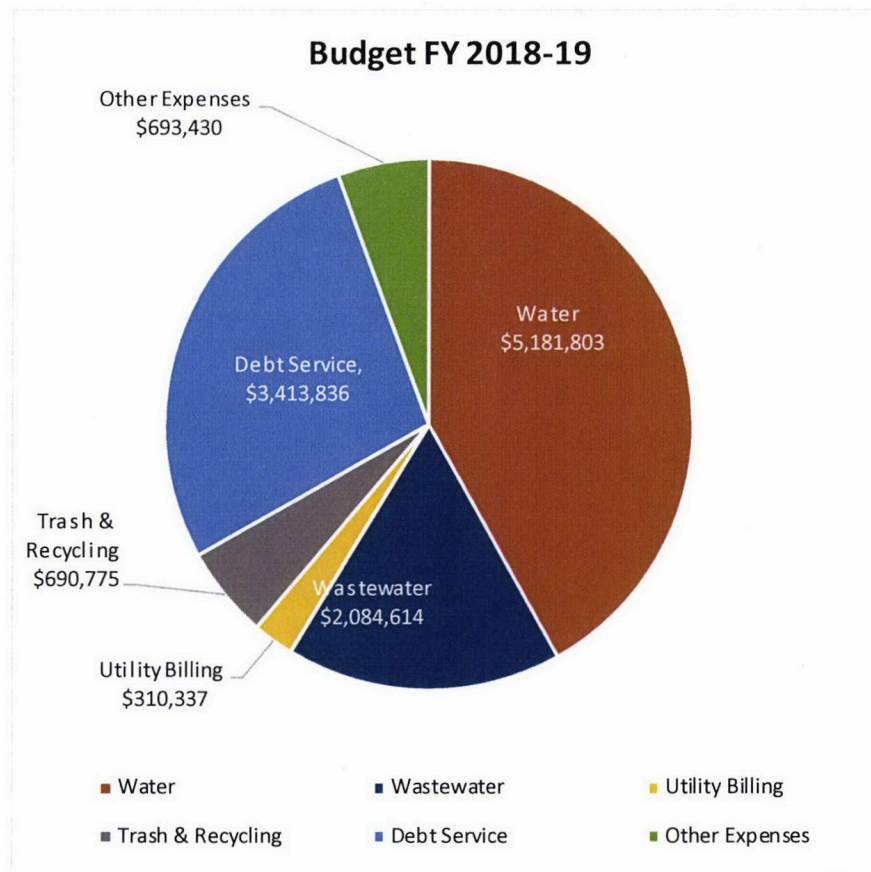
Summary of Expenses by Department	Actual FY 2015-16	Actual FY 2016-17	Budget FY 2017-18	Projected FY 2017-18	Budget FY 2018-19	FY 18/19 % Change
<b>EXPENSES</b>						
<i>Water Department</i>	5,329,450	3,490,142	4,160,937	4,275,050	5,181,803	24.53%
<i>Wastewater Department</i>	1,050,302	2,070,521	1,986,173	1,717,382	2,084,614	4.96%
<i>Utility Billing</i>	-	196,113	292,259	290,185	310,337	6.19%
<i>Trash &amp; Recycling</i>	415,983	483,403	583,234	583,234	690,775	18.44%
<i>Other Expenses</i>	1,881,033		527,000	527,000	693,430	100.00%
<i>Debt Service</i>			3,403,358	3,403,358	3,413,836	100.00%
<b>TOTAL EXPENSES</b>	<b>\$ 8,676,768</b>	<b>\$ 6,240,179</b>	<b>\$10,952,961</b>	<b>\$10,796,209</b>	<b>\$12,374,794</b>	<b>12.98%</b>

\*The Utility Billing department is a new department for FY17. Fund expense detail is found under department summary section.





## Water and Wastewater Fund Expenses



### Water and Wastewater Fund

The Water & Wastewater (aka Sewer) Fund is responsible for maintaining 178 miles of water line, 1555 fire hydrants, 141 miles of sewer lines, and treating approximately 999.6 Million gallons of water per year. Other responsibilities include responding to customer requests; cleaning, inspecting, and repairing sewer lines; installing water/sewer services upon request; repairing water lines, valves and fire hydrants; water/wastewater capital improvement projects, meter reading, and other related services.

#### FY 2018 Accomplishments:

- Abandoned six inch water main on Oklahoma street and tied over all services to new twelve inch.
- Abandoned one inch water main on S. Louisiana street and tied over all services to new twelve inch.
- Reorganized departmental divisions to promote a higher level of efficiency.
- Repaired over 160 water leaks
- Installed over 12 water taps
- Performed 5443 locates
- Repaired or replaced 60 Fire Hydrants
- Replaced over 60 meter boxes
- Installed over 1404 new meters
- Replaced over 298 broken meters due to residential construction
- Performed over 934 investigations and repairs to maintain accurate water consumption data
- Performed over 896 disconnects and reconnects
- Performed 1340 meter inspections
- Implemented a monthly TML safety program
- Started Updating department standard operating procedures
- Continued to improve the safety program
- Continued to update department standard operating procedures
- Continued downtown rehabilitation program

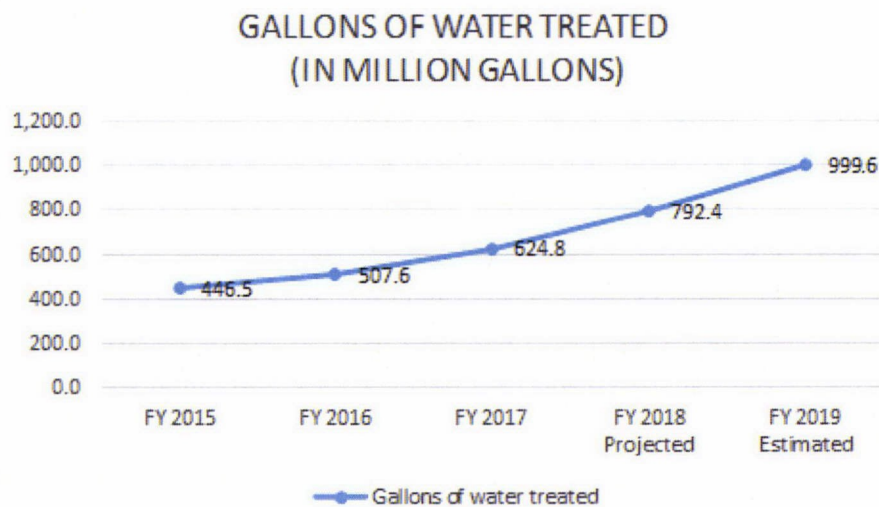


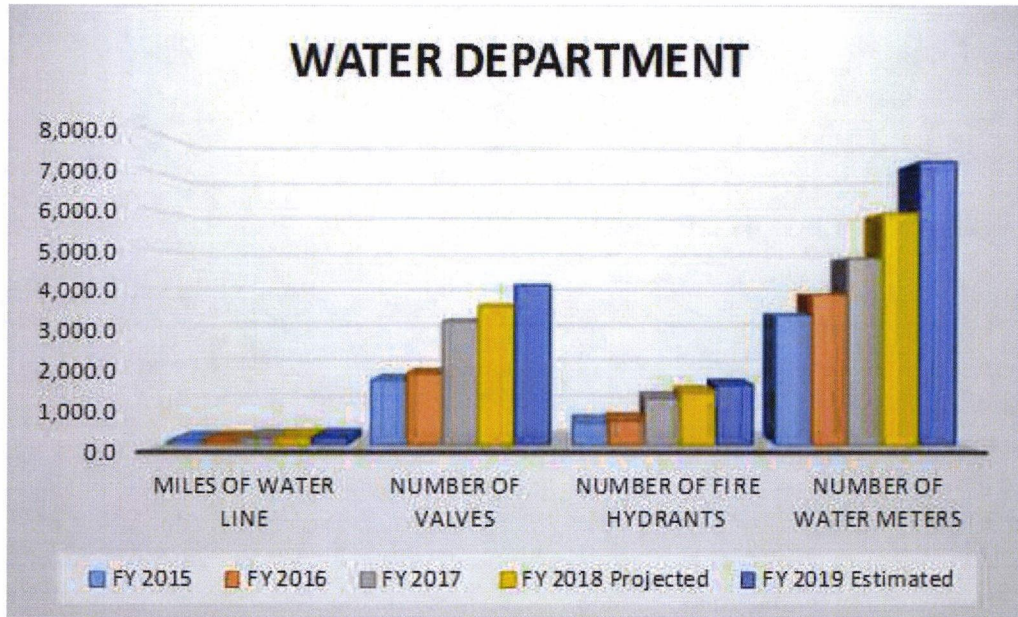
## Water and Wastewater Fund-Water Department

### FY 2019 Objectives:

- Continue valve and hydrant maintenance program
- Continue to improve the safety program
- Continue to update department standard operating procedures
- Identify and abandon redundant water mains
- Continue downtown rehabilitation program
- Continue to update department standard operating procedures

	FY 2015	FY 2016	FY 2017	FY 2018 Projected	FY 2019 Estimated
Gallons of water treated	446.5M	507.6M	624.8M	792.4M	999.6M
Miles of water line	100	112	154	168	178
Number of valves	1,666	1,833	3,184	3,581	4,118
Number of fire hydrants	569	626	1202	1352	1555
Number of water meters	3,351	3,875	4,810	5,948	7,303







# Water and Wastewater Fund-Water Department

## City of Celina Annual Budget

FY2019

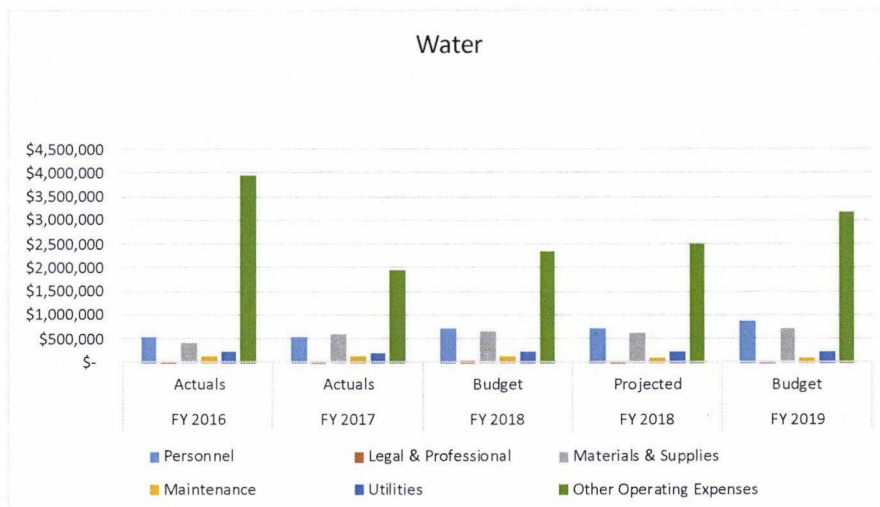
Fund: Water/Wastewater Fund  
Department: Water  
Account Group: 202-521

Expenses	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel	\$ 536,269	\$ 534,681	\$ 735,142	\$ 734,092	\$ 877,806	\$ 143,714	20%	\$ 142,664	19%
Legal & Professional	17,108	33,958	50,100	30,000	30,000	\$ -	0%	\$ (20,100)	-40%
Materials & Supplies	423,496	607,240	659,000	643,900	722,000	\$ 78,100	12%	\$ 63,000	10%
Maintenance	148,492	141,193	140,500	118,500	130,500	\$ 12,000	10%	\$ (10,000)	-7%
Utilities	236,277	214,042	227,499	226,499	227,500	\$ 1,001	0%	\$ 1	0%
Other Operating Expenses	3,967,808	1,959,027	2,348,696	2,522,059	3,193,997	\$ 671,938	27%	\$ 845,301	36%
<b>Total Expenses</b>	<b>\$ 5,329,450</b>	<b>\$ 3,490,142</b>	<b>\$ 4,160,937</b>	<b>\$ 4,275,050</b>	<b>\$ 5,181,803</b>	<b>\$ 906,753</b>	<b>21.2%</b>	<b>\$ 1,020,866</b>	<b>25%</b>

Personnel	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
Water Supervisor	1	1	1	1	1	0
Water Plant Operator	0	0	0	0	0	0
Water Crew Leader	0	1	1	1	1	0
Sr. Water Crew Leader	0	0	1	1	1	0
Water Technician	3	3	4	4	4	0
Utility Billing Clerks	2	0	0	0	0	0
Meter Supervisor	1	1	1	1	1	0
Senior Meter Technician	0	1	1	1	1	0
Meter Technician	1	1.5	2	2	2	0
Equipment Operator	1	1	2	2	2	0
Utility Locator	0	1	1	1	1	0
<b>Total Personnel</b>	<b>9</b>	<b>10.5</b>	<b>14</b>	<b>14</b>	<b>14</b>	<b>0</b>

### Key Points of FY 2019 Proposed Budget

No additional personnel requested for FY 2019



## Water and Wastewater Fund-Wastewater Department

### Wastewater Department

#### Mission Statement

To ensure preservation of the environment through regulatory compliance and continuously evolving to meet the growing demands of Celina while working to maintain the infrastructure to prevent any disruptions of service.

#### FY 2018 Accomplishments:

- Performed over 300 sewer repairs
- Performed over 1000 sewer work orders
- Responded to over 80 service calls
- Continued the pump and motor replacement program
- Continued the inflow and infiltration program
- Performed over 800 Infrastructure inspections and degreaser dosings
- Performed over 1340 residential service line inspections
- Completed panel upgrades at three lift stations
- Continued design for the WWTP expansion
- Utilized the work order system to improve customer service, accountability and reporting
- Implemented process control standards and lowered test results below permit requirements

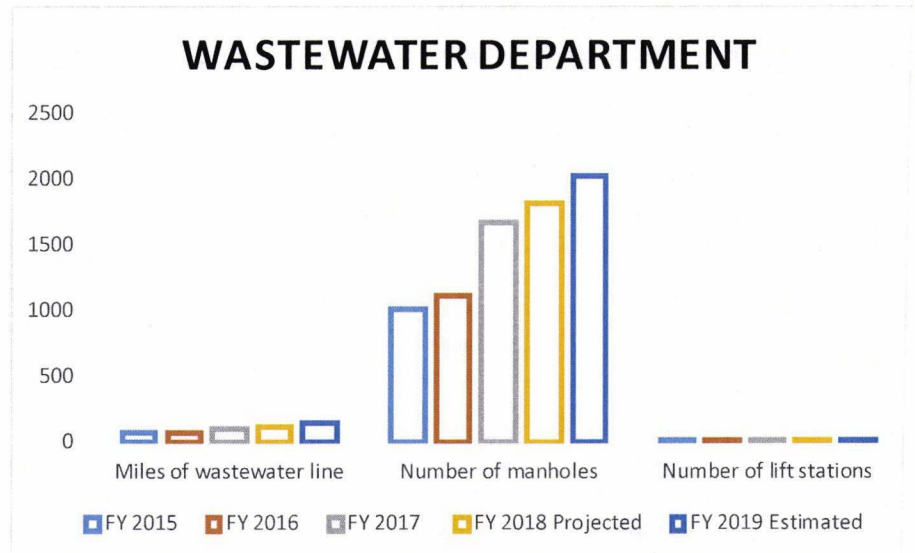
#### FY 2019 Objectives:

- Continue to improve the safety program
- Continue to update department standard operating procedures
- Continue to utilize the work order system to improve customer service, accountability and reporting
- Continue to remedy identified issues to reduce the amount of inflow and infiltration
- Implement a mainline cleaning and video inspection program
- Develop a mainline point repair program
- Continue the pump and motor replacement program
- Continue the wastewater rehabilitation program
- Begin construction of the WWTP expansion

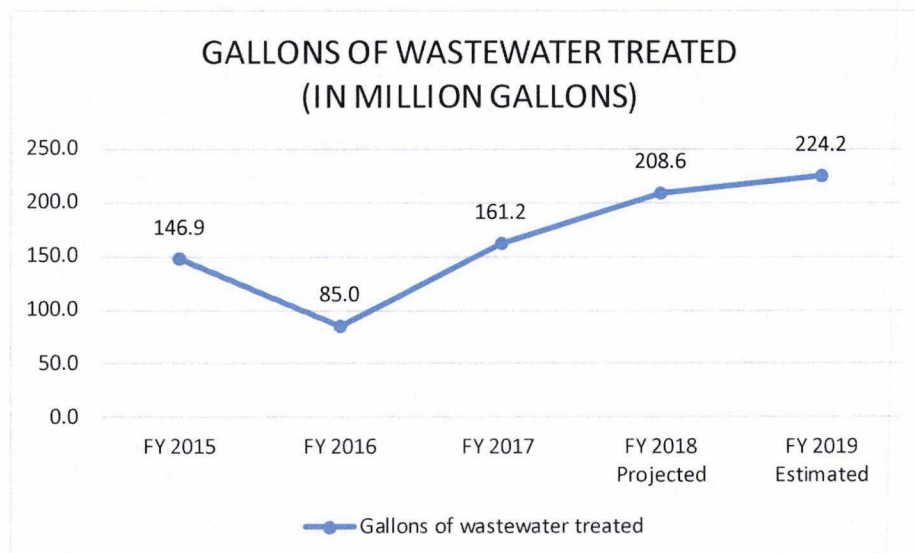
	FY 2015	FY 2016	FY 2017	FY 2018 Projected	FY 2019 Estimated
Miles of wastewater line	67	74	108	122	141
Number of manholes	1,013	1,115	1,665	1,815	2,018
Number of lift stations	12	11	10	11	11



## Water and Wastewater Fund-Wastewater Department



	FY 2015	FY 2016	FY 2017	FY 2018 Projected	FY 2019 Estimated
Gallons of wastewater treated	146.9	85.0	161.2	208.6	224.2



# Water and Wastewater Fund-Wastewater Department

## City of Celina Annual Budget

FY2019

Fund: Water/Wastewater Fund  
Department: Wastewater  
Account Group: 202-522

Expenses	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel	\$ 204,159	\$ 231,798	\$ 415,767	\$ 409,582	\$ 456,577	\$ 46,995	11%	\$ 40,810	10%
Legal & Professional	113,498	166,143	195,000	195,000	10,000	\$ (185,000)	-95%	\$ (185,000)	-95%
Materials & Supplies	48,918	155,258	125,500	114,100	121,100	\$ 7,000	6%	\$ (4,400)	-4%
Maintenance	136,190	149,206	157,500	73,500	141,500	\$ 68,000	93%	\$ (16,000)	-10%
Utilities	60,142	69,098	76,000	73,000	76,000	\$ 3,000	4%	\$ -	0%
Other Operating Expenses	487,395	1,299,018	1,016,406	852,200	1,279,437	\$ 427,237	50%	\$ 263,031	26%
<b>Total Expenses</b>	<b>\$ 1,050,302</b>	<b>\$ 2,070,521</b>	<b>\$ 1,986,173</b>	<b>\$ 1,717,382</b>	<b>\$ 2,084,614</b>	<b>\$ 367,232</b>	<b>21.4%</b>	<b>\$ 98,441</b>	<b>5%</b>

Personnel	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
Utility Supervisor	1	1	1	1	1	0
Wastewater Plant Operator	0	0	0	1	1	0
Wastewater Crew Leader	0	1	1	1	1	0
Wastewater Equipment Oper	0	0	1	1	1	0
Maintenance Worker	3	3	3	3	3	0
Wastewater Technician	0	0.5	1	1	1	0
<b>Total Personnel</b>	<b>4</b>	<b>5.5</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>0</b>

Key Points of FY 2019 Proposed Budget





## Water and Wastewater Fund-Trash & Recycling

### City of Celina Annual Budget

FY2019

Fund: Water/Wastewater Fund  
Department: Trash & Recycling  
Account Group: 202-523

Expenses	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Trash & Recycling	415,983	\$ 483,403	\$ 583,234	\$ 583,234	\$ 690,775	\$ 107,541	18%	\$ 107,541	18%
Total Expenses	\$ 415,983	\$ 483,403	\$ 583,234	\$ 583,234	\$ 690,775	\$ 107,541	18.4%	\$ 107,541	18%



### Utility Billing

#### Mission Statement:

To collect and process accurate information while providing outstanding customer service

#### FY 18 Accomplishments:

- Processed 1,884 new service applications
- Started and revised laser fiche online forms
- Updated policy and procedure handbook
- Billed 5,595 customers on a monthly basis
- Hired new UB Clerk
- Added new IVR pay system for customers
- Implemented new water and sewer rates
- Implemented alert program for customers for temporary outages and road closures
- Implemented automatic all notifications for accounts subject to cut-off

#### FY 19 Objectives:

- Continue with laser fiche implementation
- Update website to integrate laser fiche forms
- Attend Tyler Technology's conference
- Implement new mailing system using Data Prose for late notices
- Hire an additional UB Clerk
- Install a bill paying kiosk in lobby





## Water and Wastewater Fund-Utility Billing Department

**New Customers Processed**

	FY 15	FY 16	FY 17	FY 18 Projected	FY 19 Estimated
<i>Single Family</i>	1,178	1,488	1,962	2,348	2,938
<i>Multi Family</i>	32	26	21	32	35
<i>Commercial</i>	60	63	60	74	81
<i>City Property</i>	3	5	8	8	10
<i>School</i>	0	1	3	2	1

**Total Number of Accounts Served**

FY 15	FY 16	FY 17	FY 18 Projected	FY 19 Estimated
3,200	3,762	4,584	5,956	7,274



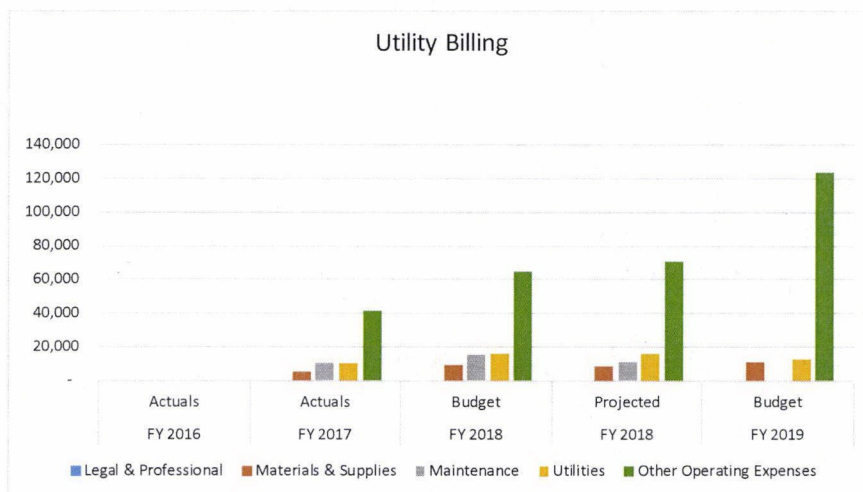
Fund: Water/Wastewater Fund  
 Department: Utility Billing  
 Account Group: 202-524

Expenses	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel	\$ -	\$ 128,838	\$ 186,584	\$ 182,634	\$ 162,367	\$ (20,267)	-11%	\$ (24,217)	-13%
Legal & Professional	-	-	-	-	-	\$ -	0%	\$ -	0%
Materials & Supplies	-	4,922	9,700	8,810	11,290	\$ 2,480	28%	\$ 1,590	16%
Maintenance	-	10,080	15,000	11,500	-	\$ (11,500)	-100%	\$ (15,000)	-100%
Utilities	-	10,575	16,350	16,550	13,140	\$ (3,410)	-21%	\$ (3,210)	-20%
Other Operating Expenses	-	41,699	64,625	70,691	123,540	\$ 52,849	75%	\$ 58,915	91%
<b>Total Expenses</b>	<b>\$ -</b>	<b>\$ 196,113</b>	<b>\$ 292,259</b>	<b>\$ 290,185</b>	<b>\$ 310,337</b>	<b>\$ 20,152</b>	<b>6.9%</b>	<b>\$ 18,078</b>	<b>6%</b>

	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	Personnel Change
<b>Personnel</b>						
Utility Billing Clerks	2	2	2	2	2	0
Utility Billing Supervisor	0	0	1	0	1	0
<b>Total Personnel</b>	<b>2</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>0</b>

## Key Points of FY 2019 Proposed Budget

Fill the UB Supervisor position and hire the 2nd UB clerk





## Water and Wastewater Fund-Debt Service

### Water and Wastewater Debt Service

The Water and Wastewater Debt Service Department was created during FY18 to better account for and track debt service payments and not budget them under the operations budget. They are still included and reported in the Water and Wastewater fund along with any non-departmental transfers out to other funds.

#### City of Celina Annual Budget

FY2019

Fund: Water/Wastewater Fund  
Department: Debt Service  
Account Group: 202-501 and 502

Expenses	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Debt Service-Water	\$ -	\$ 1,313,363	1,313,363	1,319,471	\$ 6,108	0%	\$ 6,108	0%
Debt Service-Wastewater	-	2,089,995	2,089,995	2,094,365	\$ 4,370	0%	\$ 4,370	0%
<b>Total Expenses</b>	<b>\$ -</b>	<b>\$ 3,403,358</b>	<b>\$ 3,403,358</b>	<b>\$ 3,413,836</b>	<b>\$ 10,478</b>	<b>0.3%</b>	<b>\$ 10,478</b>	<b>0.3%</b>

Interest expense was recorded in the Water/Wastewater Fund prior to FY 2018

Fund: Water/Wastewater Fund  
Department: Non-Departmental  
Account Group: 202-500

Expenses	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Transfers	\$ -	\$ 527,000	527,000	603,000	\$ 76,000	14%	\$ 76,000	14%
<b>Total Expenses</b>	<b>\$ -</b>	<b>\$ 527,000</b>	<b>\$ 527,000</b>	<b>\$ 603,000</b>	<b>\$ 76,000</b>	<b>14.4%</b>	<b>\$ 76,000</b>	<b>14%</b>

Transfers out to General Fund were recorded in the Water/Wastewater Fund prior to FY 2018

## Water and Wastewater Fund-Debt Service

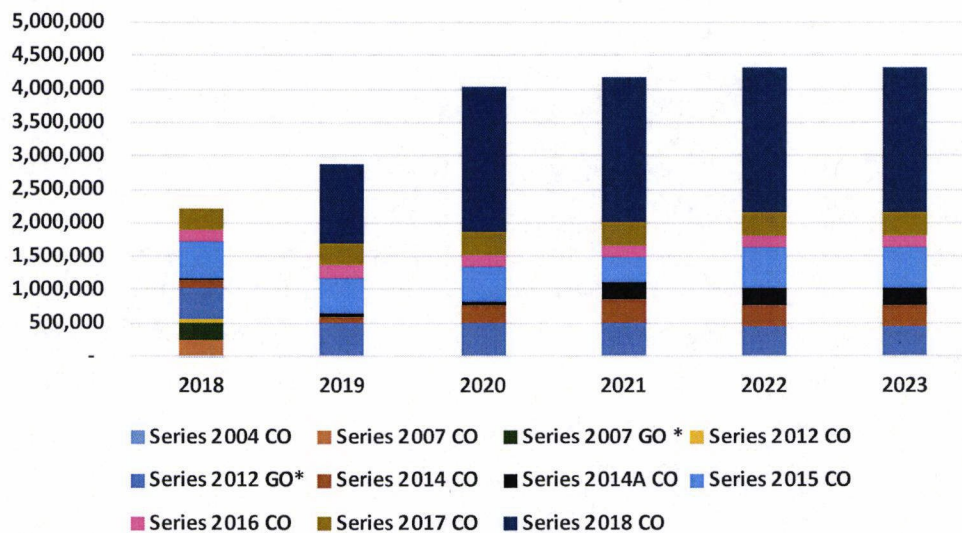
### City of Celina FY 2019 Budget Five Year Debt Service

#### Water & Sewer Supported Debt

	2018	2019	2020	2021	2022	2023
Series 2004 CO	28,652	-	-	-	-	-
Series 2007 CO	230,760	-	-	-	-	-
Series 2007 GO *	248,963	-	-	-	-	-
Series 2012 CO	49,600	-	-	-	-	-
Series 2012 GO*	478,650	500,550	497,500	499,150	440,350	442,900
Series 2014 CO	92,950	92,650	267,350	341,650	338,550	335,300
Series 2014A CO	52,825	52,163	51,500	260,838	259,610	258,250
Series 2015 CO	526,725	529,025	530,525	381,900	591,900	593,500
Series 2016 CO	181,856	186,556	186,106	180,656	185,256	184,656
Series 2017 CO	330,014	336,706	340,531	339,031	337,369	336,069
Series 2018 CO		1,170,513	2,165,875	2,168,125	2,167,875	2,175,125
	\$ 2,220,995	\$ 2,868,163	\$ 4,039,388	\$ 4,171,350	\$ 4,320,910	\$ 4,325,800

CO=Certificates of Obligation  
GO=General Obligation Bonds  
\*Refunding Bonds

### 5 Year Debt Service Water & Wastewater Supported Debt







## Debt Service Fund

Debt Service Fund Summary

History of Ad Valorem Tax Rate  
and Components

Debt Service Graphs



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### Debt Service Fund Summary

The debt service fund is used to account for the revenue of property taxes levied by the City. The resources in the fund are used for payment of principal, interest and related costs on general long-term debt incurred by the City.

#### Debt Policies

- Debt will not be used for operating costs.
- Whenever possible, the City shall identify alternative sources of funding and availability to minimize the use of debt financing.
- Whenever possible, the City shall use special assessment, revenue or other self-supporting debt instead of general obligation debt.
- Tax Anticipation Notes will be issued only when the City's ability to implement approved programs and projects are seriously hampered by temporary cash flow shortages.
- Long-term general obligation debt will be issued when necessary to acquire land and/or fixed assets, based upon the City's ability to pay. Long-term general obligation debt will be limited to those capital projects that cannot be financed from existing revenues and only when there is an existing or near-term need for the acquisition or project. The acquisition or project should also be integrated with the City's Long-Range Financial Plan and the Capital Improvement Plan (CIP).
- The maturity date for any debt issued for acquisition or project will not exceed the estimated useful life of the financed acquisition or project.
- Current revenues or ending fund balances shall be set aside to pay for the subsequent two year's debt service payments. This is intended to immunize the City's bondholders from any short-term volatility in revenues.
- The City shall establish affordability guidelines in order to preserve credit quality.

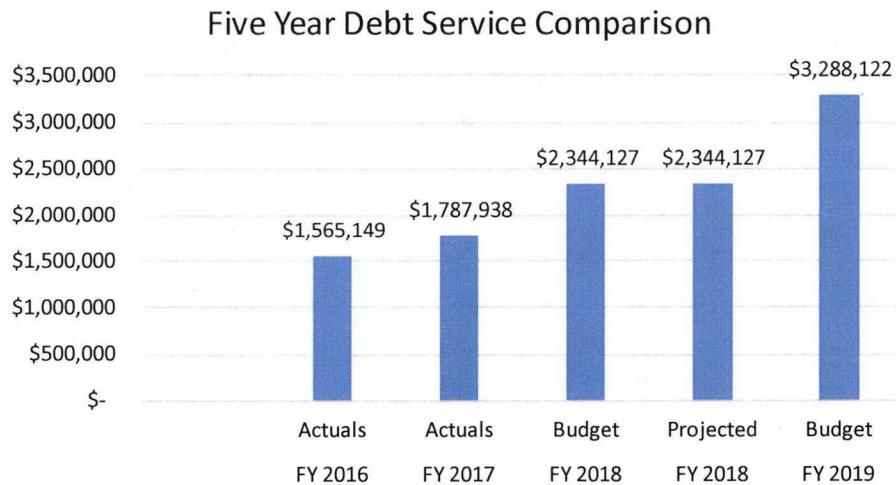


## Debt Service Fund

### Debt Limit

The City Charter of the City of Celina does not provide for a debt limit. Under provisions of state law, the maximum tax rate is limited to \$2.50 per \$100 assessed valuation.

Note: The budget was approved before the issuance of the 2018 Certificates of Obligation. Therefore, the budgeted numbers differ from the Five Year Debt Service schedule presented below as the budget book was prepared after the COs were issued and the actual debt service schedule was provided. The City intends to amend the budget during mid-year to currently reflect the FY19 Debt Service after issuance of the Certificates of Obligation.



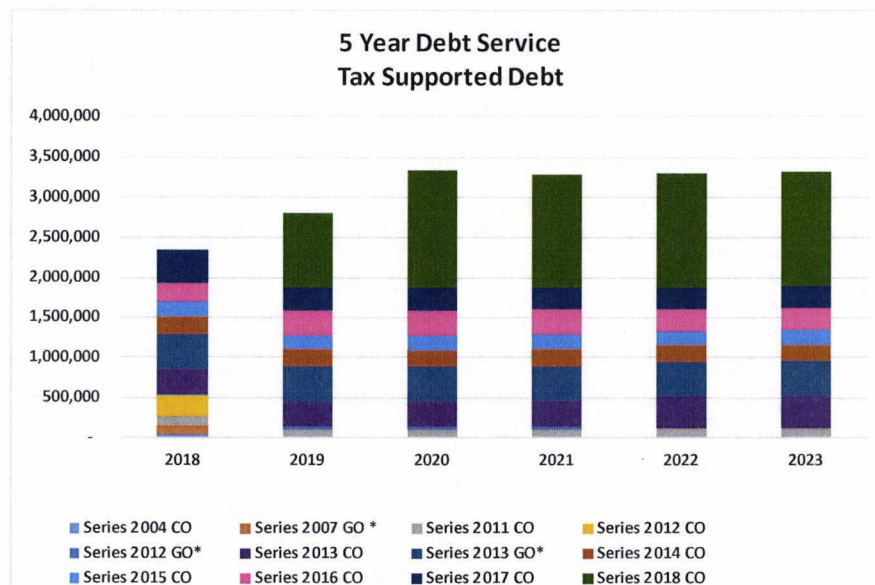
\*as budgeted prior to CO issuance

## City of Celina FY 2019 Budget Five Year Debt Service

I&S Tax Supported Debt						
	2018	2019	2020	2021	2022	2023
Series 2004 CO	53,394	-	-	-	-	-
Series 2007 GO *	95,575	-	-	-	-	-
Series 2011 CO	109,735	107,704	110,754	108,654	111,554	113,704
Series 2012 CO	265,675	-	-	-	-	-
Series 2012 GO*	12,300	27,100	21,350	25,750	-	-
Series 2013 CO	323,125	315,625	323,225	330,300	406,800	413,000
Series 2013 GO*	428,675	432,075	425,275	428,475	426,475	425,825
Series 2014 CO	221,663	219,063	216,463	217,563	213,513	214,463
Series 2015 CO	176,225	174,625	177,625	175,500	177,100	178,500
Series 2016 CO	238,550	308,600	311,400	313,900	263,500	264,700
Series 2017 CO	419,210	281,975	281,775	281,413	280,888	280,638
Series 2018 GO	-	902,435	726,950	590,950	395,450	383,700
Series 2018 CO	-	938,003	1,469,788	1,408,038	1,417,788	1,420,538
	\$ 2,344,127	\$ 3,707,204	\$ 4,064,604	\$ 3,880,541	\$ 3,693,066	\$ 3,695,067

CO=Certificates of Obligation  
GO=General Obligation Bonds  
\*Refunding Bonds

Schedule presented is the actual debt service schedule after issuance of the CO





## Debt Service Fund

### City of Celina Annual Budget

FY2019

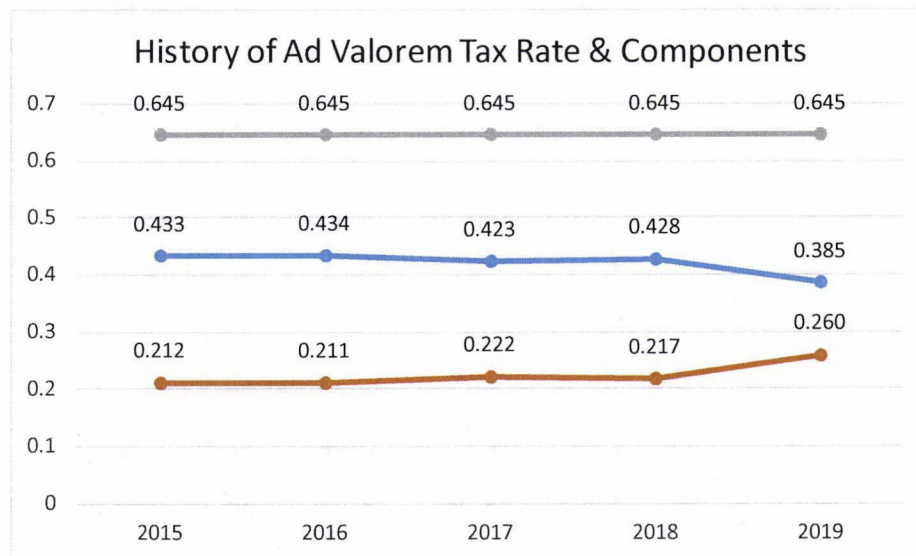
Fund: **103**  
Department: **Debt Service Fund**

Revenues	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Property Taxes	\$ 1,433,823	\$ 1,887,996	\$ 2,451,511	\$ 2,451,511	\$ 3,360,240	\$ 908,729	37%	\$ 908,729	37%
Contributions	200,000	200,000		\$ -	\$ 200,000	200,000	100%	\$ 200,000	100%
Interest	6,775	13,073	20,000	\$ 20,000	\$ 25,000	5,000	25%	\$ 5,000	25%
Misc Revenue	150,000	154,688	154,690	\$ 154,690	\$ -	(154,690)	-100%	\$ (154,690)	-100%
Transfers	30,000	-		-	\$ -	-	0%	\$ -	0%
<b>Total Revenues</b>	<b>\$ 1,820,598</b>	<b>\$ 2,255,757</b>	<b>\$ 2,626,201</b>	<b>\$ 2,626,201</b>	<b>\$ 3,585,240</b>	<b>959,039</b>	<b>37%</b>	<b>\$ 959,039</b>	<b>37%</b>

Expenditures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Debt Service	\$ 1,565,149	\$ 1,787,938	\$ 2,344,127	\$ 2,344,127	\$ 3,288,122	\$ 943,995	40%	\$ 943,995	40%
<b>Total Expenditures</b>	<b>\$ 1,565,149</b>	<b>\$ 1,787,938</b>	<b>\$ 2,344,127</b>	<b>\$ 2,344,127</b>	<b>\$ 3,288,122</b>	<b>943,995</b>	<b>40.3%</b>	<b>\$ 943,995</b>	<b>40%</b>
<b>Revenues less Expenditures</b>	<b>\$ 255,449</b>	<b>\$ 467,819</b>	<b>\$ 282,074</b>	<b>\$ 282,074</b>	<b>\$ 297,118</b>				
Beginning Fund Balance	\$ 646,074	\$ 901,523	\$ 1,369,342	\$ 1,369,342	\$ 1,651,416				
Ending Fund Balance	\$ 901,523	\$ 1,369,342	\$ 1,651,416	\$ 1,651,416	\$ 1,948,534				

Debt service for water and wastewater related projects is budgeted and paid out of the Water and Wastewater Fund.



\*per \$100 assessed valuation

**City of Celina, Texas**  
**Net Debt Service**  
**All Outstanding Tax Supported Debt**

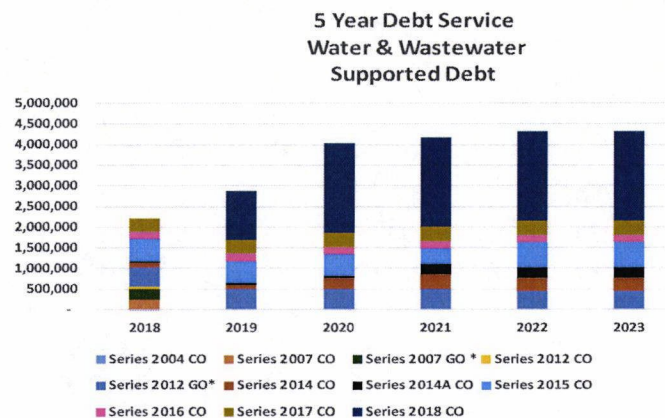
Period Ending	Principal	Interest	Total Debt Service
09/30/2018	\$ 1,436,110	\$ 908,017	\$ 2,344,127
09/30/2019	\$ 1,955,000	\$ 1,752,204	\$ 3,707,204
09/29/2020	\$ 2,345,000	\$ 1,719,604	\$ 4,064,604
09/30/2021	\$ 2,250,000	\$ 1,630,541	\$ 3,880,541
09/30/2022	\$ 2,150,000	\$ 1,543,066	\$ 3,693,066
09/30/2023	\$ 2,240,000	\$ 1,455,066	\$ 3,695,066
09/29/2024	\$ 2,365,000	\$ 1,362,376	\$ 3,727,376
09/30/2025	\$ 2,465,000	\$ 1,259,761	\$ 3,724,761
09/30/2026	\$ 2,575,000	\$ 1,154,256	\$ 3,729,256
09/30/2027	\$ 2,560,000	\$ 1,043,294	\$ 3,603,294
09/29/2028	\$ 2,665,000	\$ 932,131	\$ 3,597,131
09/30/2029	\$ 2,780,000	\$ 825,419	\$ 3,605,419
09/30/2030	\$ 2,710,000	\$ 713,544	\$ 3,423,544
09/30/2031	\$ 2,805,000	\$ 610,350	\$ 3,415,350
09/29/2032	\$ 2,795,000	\$ 514,113	\$ 3,309,113
09/30/2033	\$ 2,580,000	\$ 406,938	\$ 2,986,938
09/30/2034	\$ 1,945,000	\$ 314,875	\$ 2,259,875
09/30/2035	\$ 1,810,000	\$ 238,425	\$ 2,048,425
09/29/2036	\$ 1,685,000	\$ 175,700	\$ 1,860,700
09/30/2037	\$ 1,720,000	\$ 111,300	\$ 1,831,300
10/01/2038	\$ 1,490,000	\$ 52,150	\$ 1,542,150
	<u>\$ 47,326,110</u>	<u>\$ 18,723,130</u>	<u>\$ 66,049,240</u>



## Debt Service Fund

Debt service payments pertaining to water and wastewater projects are budgeted and paid out of the Water and Wastewater fund. During FY 2018, a new department was created in order to more accurately account for the Water/Sewer operations and debt service.

The following table and chart shows the five year debt service for water and wastewater projects.



### City of Celina FY 2019 Budget Five Year Debt Service

#### Water & Sewer Supported Debt

	2018	2019	2020	2021	2022	2023
Series 2004 CO	28,652	-	-	-	-	-
Series 2007 CO	230,760	-	-	-	-	-
Series 2007 GO *	248,963	-	-	-	-	-
Series 2012 CO	49,600	-	-	-	-	-
Series 2012 GO*	478,650	500,550	497,500	499,150	440,350	442,900
Series 2014 CO	92,950	92,650	267,350	341,650	338,550	335,300
Series 2014A CO	52,825	52,163	51,500	260,838	259,610	258,250
Series 2015 CO	526,725	529,025	530,525	381,900	591,900	593,500
Series 2016 CO	181,856	186,556	186,106	180,656	185,256	184,656
Series 2017 CO	330,014	336,706	340,531	339,031	337,369	336,069
Series 2018 CO		1,170,513	2,165,875	2,168,125	2,167,875	2,175,125
	\$ 2,220,995	\$ 2,868,163	\$ 4,039,388	\$ 4,171,350	\$ 4,320,910	\$ 4,325,800

CO=Certificates of Obligation

GO=General Obligation Bonds

\*Refunding Bonds

**City of Celina, Texas**

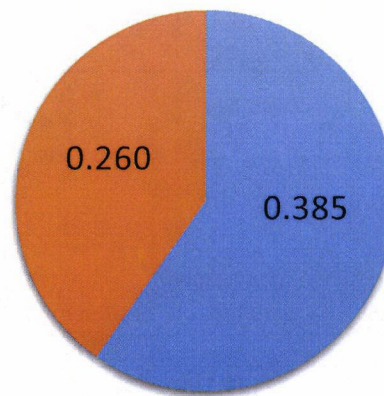
**Net Debt Service**

**All Outstanding Water/Sewer Supported Debt**

Period Ending	Principal	Interest	Total Debt Service
09/30/2018	\$ 1,248,891	\$ 972,104	\$ 2,220,995
09/30/2019	\$ 820,000	\$ 2,048,163	\$ 2,868,163
09/29/2020	\$ 1,975,000	\$ 2,064,388	\$ 4,039,388
09/30/2021	\$ 2,185,000	\$ 1,986,350	\$ 4,171,350
09/30/2022	\$ 2,420,000	\$ 1,900,910	\$ 4,320,910
09/30/2023	\$ 2,520,000	\$ 1,805,800	\$ 4,325,800
09/29/2024	\$ 2,620,000	\$ 1,704,208	\$ 4,324,208
09/30/2025	\$ 2,415,000	\$ 1,588,950	\$ 4,003,950
09/30/2026	\$ 2,535,000	\$ 1,478,450	\$ 4,013,450
09/30/2027	\$ 2,645,000	\$ 1,362,188	\$ 4,007,188
09/29/2028	\$ 2,765,000	\$ 1,251,363	\$ 4,016,363
09/30/2029	\$ 2,885,000	\$ 1,133,325	\$ 4,018,325
09/30/2030	\$ 3,000,000	\$ 1,008,450	\$ 4,008,450
09/30/2031	\$ 3,125,000	\$ 893,081	\$ 4,018,081
09/29/2032	\$ 3,225,000	\$ 787,931	\$ 4,012,931
09/30/2033	\$ 3,355,000	\$ 662,431	\$ 4,017,431
09/30/2034	\$ 3,475,000	\$ 542,506	\$ 4,017,506
09/30/2035	\$ 3,495,000	\$ 404,356	\$ 3,899,356
09/29/2036	\$ 2,980,000	\$ 276,931	\$ 3,256,931
09/30/2037	\$ 2,530,000	\$ 166,531	\$ 2,696,531
10/01/2038	\$ 2,265,000	\$ 79,275	\$ 2,344,275
	<b>\$ 54,483,891</b>	<b>\$ 24,117,690</b>	<b>\$ 78,601,580</b>

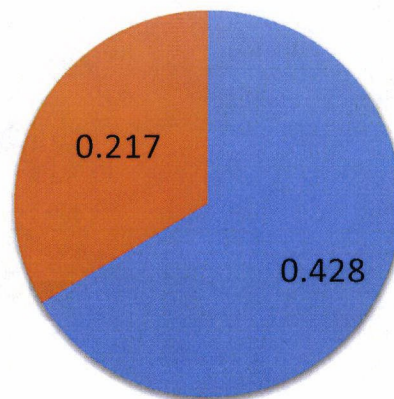


FY 2019 Tax Rate Allocations



■ M&O ■ I&S

FY 2018 Tax Rate Allocations



■ M&O ■ I&S

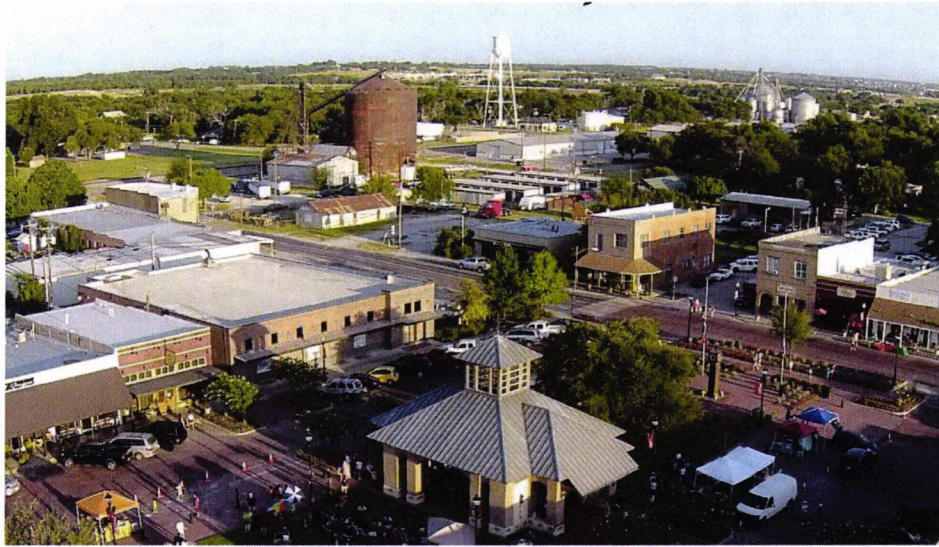


## Main Street Fund

### Main Street Fund Summary







### Main Street Fund

#### **Vision Statement:**

The Celina Historic Square will be the cultural center of the city by blending traditions of the past with new visions for the future in a sustainable way. It will serve the on-going needs and desires of the citizens of Celina by offering unique dining, shopping and events that appeal to both residents and visitors. A vibrant and exciting square will enhance the diverse interests of the community and contribute to the overall quality of life for everyone who calls Celina home.

#### **Mission Statement:**

The Celina Main Street Program will use the 4-Point approach to revitalization - organization, promotion, design, economic restructuring - to encourage reinvestment and preservation; and to entice businesses, customers, visitors and downtown residents to the historic district.

### Values:

With partnerships in place we:

Preserve and grow downtown as a business center for the community

Attract people downtown for business, shopping and entertainment

Maintain, preserve and enhance historic buildings

Create a family friendly atmosphere in the heart of Celina

### FY 2018 Accomplishments:

- Received 2018 National Accreditation from the National Main Street Center.
- Helped business owners and merchants with free design assistance from Texas Historical Commission.
- Held several retail promotional events to drive traffic to retailers.
- Hosted 15 events that brought over 8,000 residents and visitors to downtown.
- Assisted other organizations with hosting events in downtown.
- Increased attendance at Main Street events by adding new activities.
- Held annual golf tournament fundraiser.
- Over 1,300 hours of volunteer service.
- Purchased new light pole banners.
- Placed a wayfinding sign on Preston Road highlighting destinations in the Downtown Historic District.
- Increased flower pots in the Square for beautification.
- Created a downtown business directory on the City's website.
- Maintained Downtowntx.org website to highlight building inventory and history.
- Increased social media presence and engagement.
- Promoted local partnerships through events and social media.
- Donated to the Celina Police Association, Celina Firefighter Association, and Hero, Cops, & Kids Organization.
- Recruited board and committee members and volunteers for events and projects.
- Attended Texas Main Street and Texas Downtown Association trainings and conferences.
- Held board planning and goal setting workshop.
- Hosted a board recognition breakfast.
- Visited and networked with other Main Street and Downtown programs.
- Celebrated Historic Preservation Month.
- Kicked off a multi-department Downtown Master Plan effort.
- Collected and analyzed a business owner's survey.
- Encouraged reinvestment: over \$350,000 in public and private funds spent on purchasing and improving buildings in the Historic Downtown District.



### FY 2019 Objectives:

- Promote downtown as a local destination.
- Beautification of the Square.
- Historic Preservation.
- Continue to build relationships.
- Implement a façade grant.
- Increase awareness of the history of downtown.
- Expand promotions and marketing of downtown.
- Adopt a sponsor policy.
- Continue to update sponsor and vendor application process for events.
- Create public art opportunities and awareness.
- Attend training and providing training for board members and business owners.





Fund: Main Street

Account Group: 112-517

Revenues	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Special Events	\$ 24,711	\$ 22,750	\$ 12,000	\$ 22,000	10,000	83%	\$ (750)	-3%
Golf Tournament	41,915	45,000	54,000	45,000	(9,000)	-17%	\$ -	0%
Interest	160	60	150	150	-	0%	\$ 90	150%
Transfers In	14,568	-	-	25,000	25,000	100%	\$ 25,000	100%
<b>Total Revenues</b>	<b>\$ 81,354</b>	<b>\$ 67,810</b>	<b>\$ 66,150</b>	<b>\$ 92,150</b>	<b>26,000</b>	<b>39.3%</b>	<b>\$ 24,340</b>	<b>36%</b>

Expenditures	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change	Change from FY 2018 Budget \$ Change	Change from FY 2018 Budget % Change
Personnel	1,401	3,500	1,900	3,585	1,685	89%	\$ 85	2%
Legal & Professional	-	-	-	-	-	0%	\$ -	0%
Materials & Supplies	2,410	1,750	1,708	1,750	42	2%	\$ -	0%
Maintenance	1,901	2,500	1,500	215	(1,285)	-86%	\$ (2,285)	-91%
Utilities	3,012	2,750	3,650	2,700	(950)	-26%	\$ (50)	-2%
Other Operating Expenses	46,452	55,585	55,090	83,900	28,810	52%	\$ 28,315	51%
<b>Total Expenditures</b>	<b>\$ 55,176</b>	<b>\$ 66,085</b>	<b>\$ 63,848</b>	<b>\$ 92,150</b>	<b>28,302</b>	<b>44.3%</b>	<b>\$ 26,065</b>	<b>39%</b>
Revenues less Expenditures	\$ 26,179	\$ 1,725	\$ 2,302	\$ -				

Key Points of FY 2019 Proposed Budget

The Main Street Manager's salary and benefits is funded by the General Fund and is reported in the Marketing department of the GF.







## Major Equipment Replacement Fund

## Capital Acquisition Fund

## Special Assessment Revenue Fund

Fund Descriptions

Fund Summaries



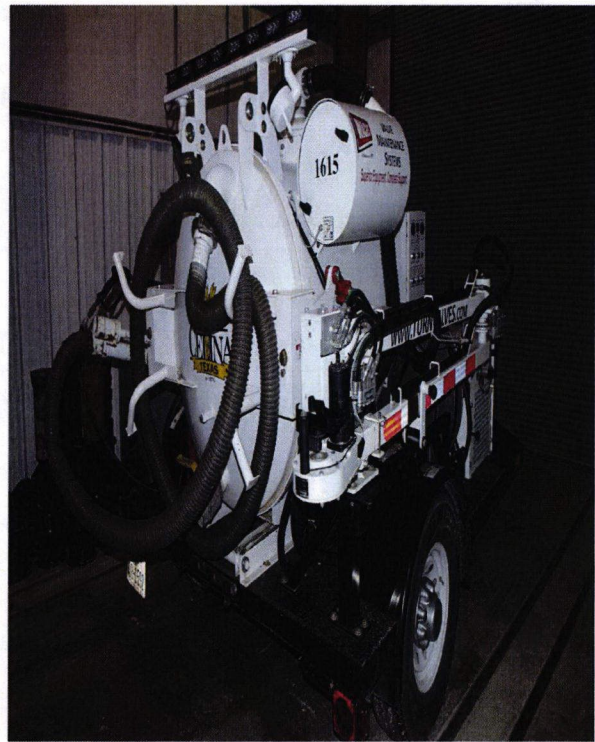
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## Major Equipment Replacement Fund

### Fund Summary

The Major Equipment Replacement Fund is used to account for capital replacements, including vehicles and equipment. The source of funding is from inter-fund charges based on replacement cost and useful life. This fund was created during FY 2016 and was originally called the Public Safety Capital Replacement Fund. During FY 2017, it was determined that the City establish this fund for the replacement of all capital equipment and vehicles for all City departments. The fund was re-named and a replacement schedule created with inter-fund transfers to be budgeted and commence during FY 2018.





## Major Equipment Replacement Fund

### City of Celina Annual Budget

FY 2019

#### Major Equipment Replacement Fund

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Revenues	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change
Transfers In from GF		\$ -	\$ 544,945	\$ 544,945	\$ 566,097	\$ 21,152	4%
Transfers In from Water/Sewer Fund			226,834	226,834	260,231	\$ 33,397	15%
Interest Income	1,419	6,163	6,900	8,500	8,500	\$ -	0%
Fire and Police Fees	670,880	509,046					
Sale of Fixed Assets						\$ -	
<b>Total Revenues</b>	<b>\$ 672,299</b>	<b>\$ 515,209</b>	<b>\$ 778,679</b>	<b>\$ 780,279</b>	<b>\$ 834,828</b>	<b>\$ 54,549</b>	<b>7%</b>

Expenditures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change
Police Equip/Vehicles		\$ 132,287	\$ 83,660	\$ 83,660	\$ 290,000	\$ 206,340	247%
Fire Equipment		236,265		-	-	\$ -	0%
Parks Equipment		-	-	-	118,000	\$ 118,000	100%
Streets Equipment/Vehicles		-	85,000	85,000	35,000	\$ (50,000)	-59%
Facilities-Roof Repairs		-	183,215	183,215	-	\$ (183,215)	-100%
Water		-	160,000	174,000	55,000	\$ (119,000)	-68%
Wastewater		-	80,000	80,000	280,000	\$ 200,000	250%
Other Expenses	8,029						
<b>Total Expenditures</b>	<b>\$ 8,029</b>	<b>\$ 368,552</b>	<b>\$ 591,875</b>	<b>\$ 605,875</b>	<b>\$ 778,000</b>	<b>\$ 172,125</b>	<b>28%</b>
<b>Revenues less Expenditures</b>	<b>\$ 664,270</b>	<b>\$ 146,657</b>	<b>\$ 186,804</b>	<b>\$ 174,404</b>	<b>\$ 56,828</b>		
<b>Beginning Fund Balance</b>	<b>\$ -</b>	<b>\$ 664,270</b>	<b>\$ 810,927</b>	<b>\$ 810,927</b>	<b>\$ 985,331</b>		
<b>Other Financing Sources (Uses)</b>							
<b>Ending Fund Balance</b>	<b>\$ 664,270</b>	<b>\$ 810,927</b>	<b>\$ 997,731</b>	<b>\$ 985,331</b>	<b>\$ 1,042,159</b>		

The Major Equipment Replacement Fund is used to account for capital replacements, including vehicles and equipment. The source of funding is from inter fund charges based on replacement cost and useful life. This fund was created during FY 2016.

#### Major Budget Items:

FY 2019

PARKS DEPT-TOP DRESSER	\$ 28,000
PARKS-VAC AND VERDICUTTER	\$ 40,000
PARKS-7 GANG	\$ 5,000
PARKS-7 GANG PULL BEHIND	\$ 45,000
STREETS-FORD F150 EC	\$ 35,000
POLICE-3 CHEVY TAHOES	\$ 217,500
POLICE-1 FORD INTERCEPTOR	\$ 72,500
WATER-CHEVY C2500	\$ 55,000
WW-JOHN DEERE BACKHOE	\$ 125,000
WW-CHEVY C1500	\$ 30,000
WW-PIPEHUNTER JETTER	\$ 125,000

**Total-All Departments**

**\$ 778,000**

\*or equivalent vehicle



## Capital Acquisition Fund

### Fund Summary

The Capital Acquisition Fund was established as a reserve fund for future capital and smaller infrastructure needs. The FY 2018 Budget establishes the Capital Acquisition Fund with a General Fund transfer of \$2.9M to hold reserve fund amounts for that purpose.

The Capital Acquisition Fund is classified as "Restricted for Capital Projects" in the City's financial audit.





## Capital Acquisition Fund

### City of Celina Annual Budget

FY 2019

### Capital Acquisition Fund

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Revenues	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change
Transfers In from GF		\$ -					
Interest Income			30,000	30,000	15,000	(15,000)	-50.00%
<b>Total Revenues</b>	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 15,000		

Expenditures	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change
Equipment			\$ 265,000	\$ 265,000	\$ 33,000	\$ (232,000)	-87.55%
Vehicles			666,320	666,320	468,750	\$ (197,570)	-29.65%
Other Capital Outlay			614,000	614,000	16,000	\$ (598,000)	-97.39%
<b>Total Expenditures</b>	\$ -	\$ -	\$ 1,545,320	\$ 1,545,320	\$ 517,750		
<b>Revenues less Expenditures</b>	\$ -	\$ -	\$ (1,515,320)	\$ (1,515,320)	\$ (502,750)		
<b>Beginning Fund Balance</b>			\$ 2,924,747	\$ 2,924,747	\$ 1,409,427		
<b>Other Financing Sources (Uses)</b>							
<b>Ending Fund Balance</b>	\$ -	\$ -	\$ 1,409,427	\$ 1,409,427	\$ 906,677		

The Capital Acquisition Fund was established as a reserve fund for future capital and smaller infrastructure needs.

The FY 2018 Budget establishes the Capital Acquisition Fund with a General Fund transfer of \$2.9M to hold reserve fund amounts for that purpose.

Fund 120 is a fund classified as "Restricted for Capital Projects" in the City's financial audit.

#### Major Budget Items: FY 2019

a. 4 NEW VEHICLES FOR DEVELOPMENT SERVICES (4 FTEs)	\$ 136,000
b. BUNKER GEAR FOR 6 NEW FIREFIGHTERS	\$ 33,000
c. 2018 FORD F-150 FOR FIRE DEPT	\$ 45,250
d. FUEL TRAILER FOR STREETS	\$ 15,000
e. MATERIAL BIN COVER FOR STREETS DEPT	\$ 16,000
f. CID NEW VEHICLE-POLICE	\$ 55,000
g. 3 NEW POLICE VEHICLES FOR 6 OFFICERS	\$ 217,500
	<hr/>
	\$ 517,750



## Special Assessment Revenue Fund

### Fund Summary

The Special Assessment Revenue Fund is a fund that was created in FY 2016 to account for special assessments levied upon and collected on real property within the City's Public Improvement Districts (PIDs).

Special assessments are not ad valorem property taxes even though they may be collected on a property tax bill. A special assessment is based strictly upon the concepts of "need" and "benefit." Special assessments require a finding that the public improvement is "needed" for a reason consistent with the law which permits the special assessment and that each property specially assessed receives a unique, measurable and direct benefit from the public improvement that was needed.

Currently, the City of Celina has ten (10) Public Improvement Districts that it will collect a special assessment from.

The City serves as a pass-thru entity and does not keep the PID assessments.

This fund is a governmental fund and a modified basis of accounting is used.

The following are Public Improvement Districts in the City of Celina:

- Creeks of Legacy
- Mustang Lakes
- Sutton Fields
- Hillwood (Wells North)
- Lilyana (Wells South)
- Glenn Crossing
- Parks at Wilson Creek
- Owensby Farms
- Cambridge Crossing
- Cullum
- Chalk Hill



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## Special Assessment Revenue Fund



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## Special Assessment Revenue Fund

### City of Celina Annual Budget

FY2019

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Fund: Special Assessment Revenue Fund

Revenues	FY 2016 Actuals	FY 2017 Actuals	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change
Special Assessments							-
Contributions	205,714	287,797	555,175	555,175	\$ 553,720	\$ (1,455)	-0.26%
Interest	100		250	500	\$ 2,500	\$ 2,000	400.00%
<b>Total Revenues</b>	<b>\$ 205,814</b>	<b>\$ 287,797</b>	<b>\$ 555,425</b>	<b>\$ 555,675</b>	<b>\$ 556,220</b>	<b>\$ 545</b>	<b>0.10%</b>

Expenditures	FY 2016 Actuals	FY 2017 Budget	FY 2018 Budget	FY 2018 Projected	FY 2019 Budget	FY 2019 Budget/Projected \$ Change	FY 2019 Budget/Projected % Change
Miscellaneous Expense					\$ -	-	0%
Transfers	205,714	287,797	555,175	555,175	553,720	\$ (1,455)	-0.26%
<b>Total Expenditures</b>	<b>\$ 205,714</b>	<b>\$ 287,797</b>	<b>\$ 555,175</b>	<b>\$ 555,175</b>	<b>\$ 553,720</b>	<b>\$ (1,455)</b>	<b>-0.26%</b>
<b>Revenues less Expenditures</b>	<b>\$ 100</b>	<b>\$ -</b>	<b>\$ 250</b>	<b>\$ 500</b>	<b>\$ 2,500</b>		
<b>Beginning Fund Balance</b>	<b>\$ -</b>	<b>\$ 100</b>	<b>\$ 100</b>	<b>\$ 100</b>	<b>\$ 600</b>		
<b>Ending Fund Balance</b>	<b>\$ 100</b>	<b>\$ 100</b>	<b>\$ 350</b>	<b>\$ 600</b>	<b>\$ 3,100</b>		

*The Special Assessment Revenue Fund is a new fund that was created in FY 2016 to account for special assessments levied upon and collected on real property within the City's Public Improvement Districts (PIDs).*

The City issued Certificates of Obligation in FY 2018 after the adoption of the FY 2019 budget. The FY 2019 budget will be amended at mid-year to reflect the debt service contribution by the PIDs in the amount of \$638,539.





## Capital Improvement Funds

CIP 5 Years Plan

CIP Funds-Summary

CIP Funds-Budgets



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## Capital Improvement Funds

The City of Celina prepares an Operating Budget and includes its Capital Budget in the Capital Funds section; both are closely linked. The Capital Improvement Program is for the acquisition, expansion, or rehabilitation of infrastructure, capital assets, or productive capacity of the City. The City prepares a Five Year CIP plan and updates it annually. Only those projects with expenditures during the current year of the plan are financed and adopted as part of the City's Annual Budget.

Capital budget revenues are derived primarily from bond sales, grants, some development fees and some current operating revenues.

### Impact of Capital Projects on Operations

The City estimates the FY 2019 impact of the Capital Budget on the Operating Budget to be approximately \$ 6.6 million (\$ 3.7 million for tax supported debt service and \$2.8 million for Utility CIP debt service). The City plans to issue bonds during FY 2018-19. In mid-September 2018, the City issued its largest Certificate of Obligation in the amount of \$55M. As a result, the budgeted debt service presented in the debt service funds is lower than the actual due to the late issuance of debt and the fact that the budget includes preliminary debt service numbers for 2018 COs. The City plans to amend the budget in mid-year FY 19 to accurately reflect the debt service for FY 19. The impact as discussed above, reflects the correct debt service amounts.

The impact of completed water and sewer infrastructure has already contributed to a significant increase in the water and sewer treatment costs. FY 17 costs for water treatment from Upper Trinity Regional Water District were \$1.6M. During FY 18 the costs increased to \$2.2M and current FY 19 budgeted expenses for water treatment are \$2.9M. FY 17 costs for sewer treatment were \$488,000 as compared to FY 18 costs of \$573,000. This led to the City budgeting \$1.1M in sewer treatment costs for FY 19. There are no personnel in any of the CIP Funds, however, the Engineering department has increased personnel due to an increased workload due to CIP projects. An Assistant Director of Engineering along with an additional Construction Inspector were added during FY 18. The total impact to the operating budget for this increase in staff was \$197,500 which includes salary, fringe benefits and a truck. The City anticipates the need to hire additional staff during FY 20 to manage the maintenance of infrastructure in the Streets, Water and Sewer departments.

### Water Treatment Costs Upper Trinity Regional Water District

	FY 17	FY 18	FY 19
COSTS	Actual	Projected	Budgeted
Water Treatment	\$ 1.600	\$ 2.200	\$ 2.900
Sewer Treatment	\$ 0.488	\$ 0.573	\$ 1.100

\*in million dollars