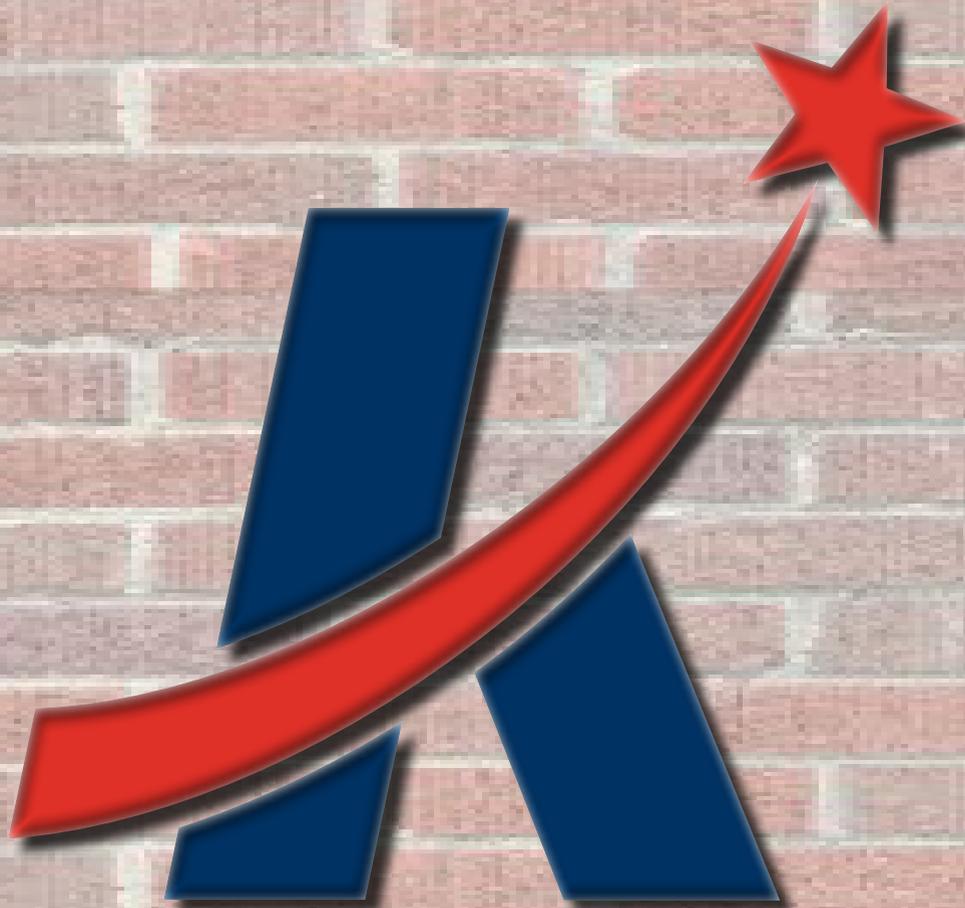


# *City of Killeen*



*Dedicated Service - Every Day, for Everyone!*

## *Fiscal Year 2016*

*Annual Budget & Plan of Municipal Services*

# CITY OF KILLEEN, TEXAS

## ANNUAL BUDGET FOR FISCAL YEAR 2016

This budget will raise more total property taxes than last year's budget by \$969,345, which is a 2.7 percent increase, and of that amount \$1,024,756 is tax revenue to be raised from new property added to the tax roll this year.

### City Council Vote

These members of the governing body voted  
on the adoption of the budget as follows:

FOR:	Mayor Pro-Tem Jose Segarra, Councilwoman Elizabeth Blackstone, and Councilman Juan Rivera, Councilman Jim Kilpatrick
AGAINST:	Councilman Jonathan Okray, Councilwoman Shirley Fleming, and Councilman Brockley Moore
PRESENT and not voting:	
ABSENT:	

These members of the governing body voted  
on setting of the property tax rate for fiscal year 2016 as follows:

FOR:	Mayor Pro-Tem Jose Segarra, Councilwoman Elizabeth Blackstone, Councilman Jonathan Okray, Councilman Juan Rivera, Councilwoman Shirley Fleming, Councilman Jim Kilpatrick, and Councilman Brockley Moore
AGAINST:	
PRESENT and not voting:	
ABSENT:	

Tax Rate	Proposed FY 2016	Adopted FY 2015
Property Tax Rate	0.7498	0.7498
Effective Rate	0.7400	0.7498
Effective M&O Tax Rate	0.6640	0.5229
Rollback Tax Rate	0.8290	0.8009
Debt Rate	0.2560	0.2269

**The total amount of municipal debt obligation secured by property taxes for the City of Killeen is:**

Tax Supported	\$191,100,000
Self Supported	76,235,000
<b>TOTAL</b>	<b>\$267,335,000</b>



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Killeen  
Texas**

For the Fiscal Year Beginning

**October 1, 2014**

Executive Director



**American Advertising Federation**  
American Advertising Award - 2014

**Arbor Day Foundation**  
Tree City USA - City of Killeen designated 2007 to present

**Government Finance Officers Association**  
Certificate of Achievement for Excellence in Financial Reporting - 1990 to present

**Government Finance Officers Association**  
Distinguished Budget Presentation Award - 1990 to present

**KaBOOM!**  
Playful City USA - City of Killeen designated 2009 to present

**Keep America Beautiful**  
Presidential Circle Award - 2013 to present

**Keep Texas Beautiful**  
Gold Star Affiliate Award - 2013 to present  
Silver Star Affiliate - 2014 to present  
Sustained Excellence Award - 2013 to present

**National Register of Historic Places**  
Killeen High School (City Hall Building) - designated 2015

**Texas Association of Telecommunications Officers & Advisors**  
1<sup>st</sup> Place Video Programming Award, Community Event Coverage - 2014  
1<sup>st</sup> Place Video Programming Award, Profile of Organization or Department - 2014  
1<sup>st</sup> Place Video Programming Award, Event Promotion - 2014  
1<sup>st</sup> Place Video Programming Award, Use of Humor - 2014  
2<sup>nd</sup> Place Video Programming Award, Community Event Coverage - 2014  
2<sup>nd</sup> Place Video Programming Award, Documentary - 2014  
3<sup>rd</sup> Place Video Programming Award, Public Service Announcement - 2014

**Texas City Attorneys Association**  
Certified City Attorneys Office - City of Killeen designated 1998 to present

**Texas Department of Agriculture**  
GO TEXAN Certified Retirement Community - Killeen designated 2012 to present

**Texas Film Commission**  
Film Friendly Community - City of Killeen designated 2011 to present

**Texas Historical Commission**  
Certified Local Government - City of Killeen designated 2010 to present

**United Way of the Greater Fort Hood Area**  
Mega Platinum Award - City of Killeen 2009 to 2014 Employee United Way Campaigns  
Biggest Giver Award - City of Killeen 2011 to 2014

**CITY OF KILLEEN**



# **MISSION**

**Dedicated Service—Every Day, For Everyone!**

# **VISION**

**Team Killeen—World Class, Plus One!**

# **VALUES**

**Dependability, Integrity, Professionalism,  
Dedication, Leadership, Respect**

# Table of Contents



*Dedicated Service - Every Day, for Everyone!*

# TABLE OF CONTENTS

---

	<b><u>Page</u></b>
<b><u>Community Information</u></b>	
City Insight .....	7
City Council .....	9
Organizational Structure.....	10
Appointed Officials .....	11
Paid Personnel – In Full Time Equivalents .....	12
Personnel Additions .....	15
Community Information .....	16
Killeen at a Glance .....	17
Budget Calendar .....	20
<b><u>City Manager’s Message</u></b>	
Letter of Transmittal.....	21
<b><u>Strategic Plan</u></b>	
Vision 2030.....	27
<b><u>Budget Summary</u></b>	
Budget Summary Information.....	41
Budget Summary – All Funds .....	48
Combined Annual Budget Summary.....	49
All Funds Revenue Graphs.....	50
All Funds Expenditure Graphs .....	51
Summary of Sources and Uses .....	52
<b><u>General Fund</u></b>	
Budget Summary.....	54
Revenue Graphs .....	56
Expenditure Graphs.....	57
Revenues .....	58
Revenue Assumptions .....	63
City Council .....	68
Administration.....	71
City Manager .....	72
Assistant City Manager (External).....	74
Assistant City Manager (Internal).....	76
City Auditor .....	78
Municipal Court .....	80
Public Information .....	82
Volunteer Services .....	84
Legal.....	87
City Attorney .....	88
City Secretary.....	90
Finance .....	93
Finance Operations .....	94
EMS Billing and Collections .....	96
Support Services.....	99
Purchasing.....	100
Building Services .....	102
Custodial Services.....	104
Printing Services .....	106
Support Services Operations .....	108
Human Resources.....	111

Human Resources Operations .....	112
Employee Engagement Program.....	114
Information Technology.....	116
Community Services .....	119
Golf Course .....	120
Community Center Operations .....	122
Parks.....	124
Lions Club Park Operations .....	126
Family Aquatics Center .....	128
Recreation .....	130
Athletics .....	132
Cemetery .....	134
Senior Citizens .....	136
Swimming Pools .....	138
Community Development .....	141
Library Services .....	142
Killeen Arts & Activities Center.....	144
Community Development Operations.....	146
Home Program .....	148
Lien Services.....	150
Public Works .....	153
Public Works Operations .....	154
Traffic.....	156
Streets.....	158
Planning and Development .....	161
Planning and Development Operations.....	162
Building Inspections .....	164
Code Enforcement.....	166
Police.....	169
Police Operations.....	170
Animal Services .....	172
Fire .....	175
Fire Operations.....	176
Emergency Management and Homeland Security .....	178
Non-Departmental .....	180

**Aviation Funds**

Killeen-Fort Hood Regional Airport	
Budget Summary .....	184
Revenue Graphs .....	186
Expense Graphs .....	187
Revenue Assumptions.....	188
Killeen-Fort Hood Regional Airport Operations.....	192
Information Technology .....	194
Non-Departmental.....	196
Skylark Field	
Budget Summary .....	197
Revenue Graphs .....	198
Expense Graphs .....	199
Revenue Assumptions.....	200
Skylark Field Operations .....	202
Non-Departmental.....	204

**Solid Waste Fund**

Budget Summary.....	206
Revenue Graphs .....	208
Expense Graphs.....	209
Revenue Assumptions .....	210

Accounting .....	212
Residential Operations .....	214
Commercial Operations.....	216
Recycling .....	218
Transfer Station .....	220
Mowing Operations .....	222
Other Appropriations.....	224

**Water and Sewer Fund**

Budget Summary.....	228
Revenue Graphs .....	230
Expense Graphs.....	231
Revenue Assumptions.....	232
Finance	
Utility Collections.....	234
Support Services	
Fleet Services.....	236
Information Technology	
GIS.....	238
Administration.....	240
Water Distribution.....	242
Sanitary Sewers .....	244
Water and Sewer Operations .....	246
Engineering.....	248
Other Appropriations.....	250

**Drainage Utility Fund**

Budget Summary.....	254
Revenue Graphs .....	256
Expense Graphs.....	257
Engineering .....	258
Streets .....	260
Drainage Maintenance .....	262
Environmental Services.....	264
Other Appropriations.....	266

**Debt Service Fund**

Budget Summary.....	270
Tax Information.....	272
Tax Structure .....	274
Historical Tax Data .....	275
Bonded Debt.....	276
City Wide Bonded Debt	
Schedule of Bonded Debt .....	279
Schedule of Requirements .....	280
General Obligation Debt	
Schedule of Bonded Debt .....	285
Schedule of Requirements.....	286
Water & Sewer Debt	
Schedule of Bonded Debt .....	289
Schedule of Requirements.....	290
Solid Waste Debt	
Schedule of Bonded Debt .....	291
Schedule of Requirements.....	292
Drainage Debt	
Schedule of Bonded Debt .....	293
Schedule of Requirements.....	294
Hotel/Motel Fund Debt	

Schedule of Bonded Debt .....	295
Schedule of Requirements.....	296

**Special Revenue Funds**

Special Revenue Funds .....	297
Budget Summary.....	298
Law Enforcement Grant Fund .....	300
Police State Seizure Fund.....	301
Police Federal Seizure Fund.....	302
Fire State Seizure Fund .....	303
Emergency Management Fund.....	304
Hotel Occupancy Tax Fund.....	305
Killeen Civic & Conference Center .....	306
Convention & Visitors Bureau.....	308
KCCC Fountain Fund.....	309
Cable System PEG Improvements Fund .....	310
Library Memorial Fund.....	311
Parks Improvements Fund.....	312
Community Development Block Grant Fund.....	313
Home Program Fund.....	314
Tax Increment Fund .....	315
Parks Donations Fund .....	316
Court Technology Fund.....	317
Court Security Fee Fund.....	318
Juvenile Case Manager Fund .....	319
Photo Red Light Enforcement Fund.....	320
Animal Control Donations Fund .....	321
Child Safety Fund.....	322
Police Donations Fund .....	323

**Capital Outlay**

Capital Outlay Planning .....	325
Budget Summary.....	326
Capital Outlay from Operating Funds .....	327
Capital Outlay from Other Funds .....	329
Fleet Replacement Program .....	330

**Capital Improvements**

Capital Improvements Plan.....	331
Capital Improvement Projects from Operating Funds.....	332
Governmental Projects	
2005 Contractual Obligation Construction Bond – Fund 335.....	338
2007 Combination General & Certificate of Obligation Bond – Fund 337 .....	340
2009 Contractual Obligation Construction Bond – Fund 340.....	341
2012 Pass Through Financing Proceeds Bond – Fund 341.....	342
2011 Pass Through Financing Proceeds Bond – Fund 342.....	344
2011 Contractual Obligation Construction Bond – Fund 343.....	346
2012 General Obligation Bonds – Fund 345.....	348
Downtown Improvement Phase II – Fund 346 .....	350
2014 Contractual Obligation Construction Bond – Fund 347.....	352
2014 General Obligation Bonds – Fund 348.....	356
Aviation Projects	
Customer Facility Charges – Fund 526.....	360
Passenger Facility Charges – Fund 529 .....	361
Solid Waste Projects	
2005 Solid Waste Bond – Fund 385 .....	364
Water & Sewer Projects	
2001 Water & Sewer Bond – Fund 381 .....	365

2007 Water & Sewer Bond – Fund 384 .....	367
2013 Water & Sewer Bond – Fund 386 .....	371
Water & Sewer Capital Projects – Fund 387 .....	388
Drainage Projects	
2006 Drainage Bond – Fund 576 .....	389

**Five Year Forecast**

Forecast Methodology .....	401
General Fund Five Year Forecast .....	402
Killeen-Fort Hood Regional Airport Fund Five Year Forecast .....	404
Skylark Field Fund Five Year Forecast .....	405
Solid Waste Fund Five Year Forecast .....	406
Water & Sewer Fund Five Year Forecast .....	407
Drainage Utility Fund Five Year Forecast .....	408

**Appendix**

Appendix A – Adopted City Ordinances .....	410
Ordinance for Adopting the Budget .....	411
Resolution Ratifying the Property Tax Increase .....	415
Ordinance Setting the Tax Rate .....	419
Ordinance Amending & Codifying Rates and Fees .....	423
Appendix B – City of Killeen Position Classification and Pay Plan and Schedule of Incentives .....	443
Position Classification and Pay Plan .....	444
Police Pay Plan .....	451
Fire/EMS Pay Plan .....	453
Incentive Pay Schedule (Non Civil Service) .....	455
Appendix C – City of Killeen Water, Sewer, Drainage, and Solid Waste Rates .....	459
Water and Wastewater Rates .....	460
Drainage Utility Rates .....	462
Solid Waste Rates .....	463
Miscellaneous Utility Charges .....	466
Appendix D – Glossary & Acronyms .....	467
Budget Glossary .....	468
Acronyms .....	472



***Dedicated Service – Every Day, for Everyone!***

# Community Information



*Dedicated Service - Every Day, for Everyone!*

## A MESSAGE FROM THE MAYOR



Dear Killeen:

It's been a very good year! As we come to the close of 2015, I am proud to tell you that Killeen has much to be

thankful for. A strong economy, improved infrastructure, investments in public safety and new quality of life amenities are just some of the many blessings that have come to our community this year.

Killeen's population and economy continue to grow. Sales tax receipts are up more than four percent over last year's figures. Property values have also increased over last year by about three percent. This positive economic growth has allowed the city to move forward on major projects while maintaining the current tax rate.

Many road projects are beginning to take shape as construction draws to a close. Highway 190 between Fort Hood and WS Young Drive is now substantially complete, and motorists are enjoying less congestion thanks to the new third lanes. Construction to the east of this area will continue into next year.

Two eagerly awaited local road connections have opened. Rosewood Drive opened last month after about a year and a half of construction. The new north-south connection joins up with FM 2410, which was also widened from Stan Schlueter Loop to Harker Heights. New retail development in the area is expected to begin early next year as a result

of these improvements.

Another long-awaited connection opened this month. Elms Road now connects through SH 195 and creates a continuous east-west thoroughfare from Stan Schlueter Loop to Clear Creek Road.

The New Year will bring more construction as the Trimmer Road widening project adds a continuous center turn lane and improves the intersection at Lowe's Boulevard. Construction on Stagecoach Road will continue but should be complete by fall.

We began the year with the announcement that Killeen had achieved the highest possible fire suppression rating resulting in significant insurance savings for property owners. We'll end the year with a groundbreaking for Fire Station #9 next month. The station will be located on Bunny Trail and will service the growing southwestern area of town bringing it in line with the City's superior fire suppression rating.

And finally, the City has added to quality of life amenities this year most notably with the opening of the Mickey's Dog Park. Renovations have also begun on the more than 40-year-old Killeen Community Center, which will be fully updated and reopened next year.

2015 has been a year full of progress, and 2016 promises to continue that trend. Killeen has much to be thankful for this holiday season!

A handwritten signature in black ink that reads "Scott Cosper". The signature is written in a cursive, flowing style.

Scott Cosper, Mayor

## WISHES GRANTED

The City of Killeen has been extremely successful in obtaining federal grant funds this year, and that is great news for residents! Not only is it a return of your federal tax dollars to our community, but it is a source of funding that enhances the services the City is able to offer.

Killeen Fire Department received a SAFER Grant for \$4.4 million to fund 37 new firefighter positions. Most of these positions will support the new fire station.

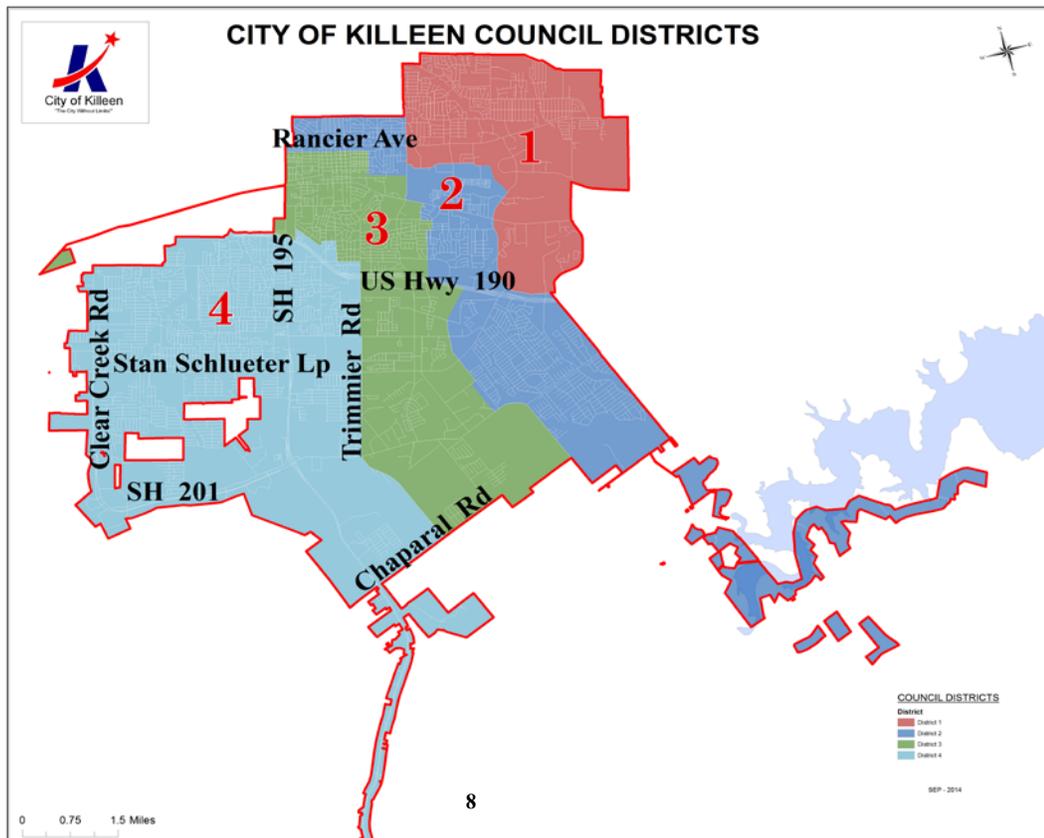
Killeen Police Department has received another COPS Grant this year in the amount of \$1.6 million. The funds are for the hire of 13 new police officers. A 2014 grant award of \$1.5 million hired 12 officers, who are currently completing the Police Academy.

Killeen-Fort Hood Regional Airport received a \$1.3 million grant to fund an airport master plan update, engineering for passenger boarding bridge replacement and the purchase of wildlife management equipment.

Lastly, the City received a \$2.4 million grant from the Texas Transportation Commission's Transportation Alternatives Program, which distributes federal funds to projects that offer alternatives to traditional transportation routes. This grant will construct segment 4 of the Heritage Oaks Hike & Bike Trail, a 1.5-mile stretch in the area of Rosewood Drive and Chaparral Road. The full trail will eventually stretch from US 190 to Stillhouse Lake.

Through building strong relationships with our federal elected officials in Washington, the City of Killeen is achieving great results from national programs.

# TEXAS MAP





The City Council is elected on an at-large basis. Council members are elected to two-year staggered terms with four council members elected every year. The mayor is elected to two-year terms. Four of the council members must reside in their respective District, although voting for these seats is at-large. The mayor and three remaining council members are elected at-large. Pictured from left to right: Jonathan Okray, Shirley Fleming, Elizabeth Blackstone, Glenn Morrison, Scott Cosper, Jose Segarra, Juan Rivera, Jim Kilpatrick, and Brockley Moore.

**Scott Cosper, Mayor**

Phone: 254-290-1042  
 mayor@killeentexas.gov  
 Term expires May 2016

**Shirley Fleming, District 1**

Phone: 254-392-2719  
 sfleming@killeentexas.gov  
 Term expires May 2017

**Elizabeth Blackstone, Mayor Pro-Tem**

Phone: 254-634-5090  
 eblackstone@killeentexas.gov  
 Term expires May 2016

**Jose Segarra, District 2**

Phone: 254-290-0548  
 jsegarra@killeentexas.gov  
 Term expires May 2017

**Juan Rivera, At Large**

Phone: 254-251-7149  
 jrivera@killeentexas.gov  
 Term expires May 2016

**Jim Kilpatrick, District 3**

Phone: 254-526-2710  
 jkilpatric@killeentexas.gov  
 Term expires May 2017

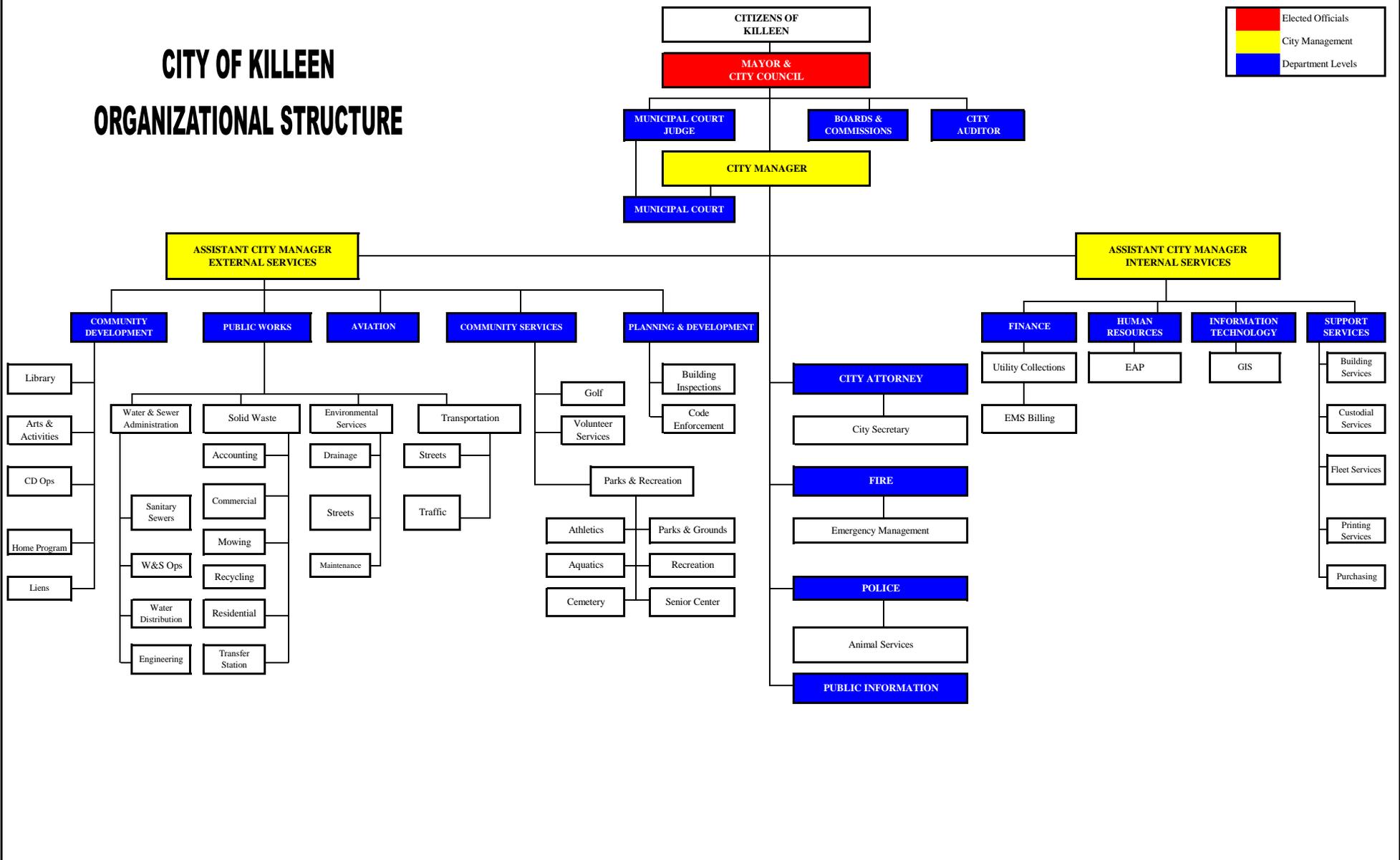
**Jonathan Okray, At Large**

Phone: 254-368-8966  
 jokray@killeentexas.gov  
 Term expires May 2016

**Brockley Moore, District 4**

Phone: 254-392-2720  
 bmoore@killeentexas.gov  
 Term expires May 2017

# CITY OF KILLEEN ORGANIZATIONAL STRUCTURE





## City Staff

City Manager



Glenn Morrison

## Department Heads

Assistant City Manager—External Services .....	John Sutton
Assistant City Manager—Internal Services .....	Ann Farris
Municipal Court.....	Mark Kimball
Public Information .....	Hilary Shine
City Attorney.....	Kathy Davis
Finance.....	Jonathan Locke, CPA
Support Services .....	Stuart McLennan III
Human Resources .....	Eva Bark
Information Technology.....	Thomas Moore
Community Development.....	Leslie Hinkle
Community Services.....	Brett Williams
Planning & Development.....	Ray Shanaa
Police.....	Dennis Baldwin
Fire .....	Jerry Gardner
Public Works .....	Scott Osburn
Aviation.....	Matt Van Valkenburgh A.A.E.

**CITY OF KILLEEN  
PAID PERSONNEL  
IN FULL TIME EQUIVALENT**

	FY 2014	FY 2015	FY 2016	% Change from FY 2014
<b>General Fund</b>				
<b>Administration</b>				
City Manager	2.0	2.0	2.0	0.00%
Assistant City Manager-External	2.0	2.0	2.0	0.00%
Assistant City Manager-Internal	2.0	2.0	2.0	0.00%
City Auditor	1.0	1.0	1.0	0.00%
<b>Total Administration</b>	<b>7.0</b>	<b>7.0</b>	<b>7.0</b>	<b>0.00%</b>
Municipal Court	23.0	23.0	23.0	0.00%
Public Information	2.5	2.5	2.5	0.00%
<b>Legal</b>				
City Attorney	7.0	7.0	8.0	14.29%
City Secretary	1.0	1.0	1.0	0.00%
<b>Total Legal</b>	<b>8.0</b>	<b>8.0</b>	<b>9.0</b>	<b>12.50%</b>
<b>Finance</b>				
Finance Operations	13.0	13.0	13.0	0.00%
EMS Billing & Collections	6.0	6.0	6.0	0.00%
<b>Total Finance</b>	<b>19.0</b>	<b>19.0</b>	<b>19.0</b>	<b>0.00%</b>
<b>Support Services</b>				
Purchasing	5.0	5.0	5.0	0.00%
Building Services	6.0	7.0	7.0	16.67%
Custodial Services	18.0	18.0	18.0	0.00%
Printing Services	3.0	3.0	3.0	0.00%
Support Services Operations	1.0	1.0	1.0	0.00%
<b>Total Support Services</b>	<b>33.0</b>	<b>34.0</b>	<b>34.0</b>	<b>3.03%</b>
Human Resources	13.0	14.0	14.0	7.69%
Information Technology	17.0	19.0	19.0	11.76%
<b>Community Services</b>				
Volunteer Services	3.0	3.0	3.0	0.00%
Golf Course	19.0	18.5	18.5	-2.63%
Community Center Operations	5.0	3.0	3.0	-40.00%
Parks	35.0	37.0	37.0	5.71%
Lions Club Park	12.0	16.0	16.0	33.33%
Aquatics Center	2.0	1.0	1.0	-50.00%
Recreation	2.0	2.0	2.0	0.00%
Athletics	3.0	3.0	3.0	0.00%
Cemetery	6.0	5.0	5.0	-16.67%
Senior Citizens	4.0	4.0	4.0	0.00%
<b>Total Community Services</b>	<b>91.0</b>	<b>92.5</b>	<b>92.5</b>	<b>1.65%</b>
<b>Community Development</b>				
Library Services	26.0	26.0	27.0	3.85%
Killeen Arts and Activities Center	4.5	5.0	6.0	33.33%
Community Development Operations	5.0	4.0	4.0	-20.00%
Home Program	1.0	1.0	1.0	0.00%
Lien Services	-	2.0	2.0	100.00%
<b>Total Community Development</b>	<b>36.5</b>	<b>38.0</b>	<b>40.0</b>	<b>9.59%</b>

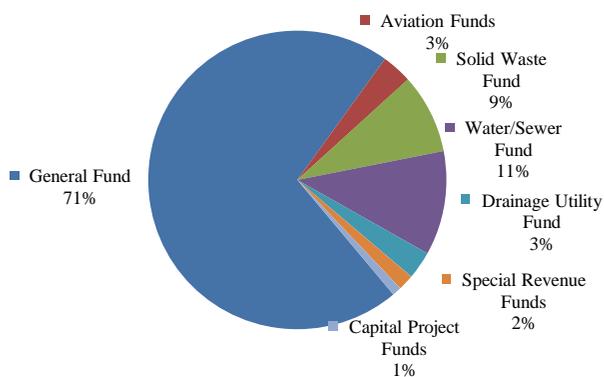
**CITY OF KILLEEN  
PAID PERSONNEL  
IN FULL TIME EQUIVALENT**

	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>% Change from FY 2014</b>
<b>Public Works</b>				
Public Works	2.0	2.0	2.0	0.00%
Traffic	5.0	5.0	5.0	0.00%
Streets	52.0	52.0	52.0	0.00%
<b>Total Public Works</b>	<b>59.0</b>	<b>59.0</b>	<b>59.0</b>	<b>0.00%</b>
<b>Planning &amp; Development</b>				
Planning & Development Operations	7.0	7.0	7.0	0.00%
Building Inspections	14.0	14.0	14.0	0.00%
Code Enforcement	14.0	15.0	15.0	7.14%
<b>Total Planning &amp; Development</b>	<b>35.0</b>	<b>36.0</b>	<b>36.0</b>	<b>2.86%</b>
<b>Police</b>				
Police	342.0	355.0	355.0	3.80%
Animal Control	13.0	17.0	18.0	38.46%
<b>Total Police</b>	<b>355.0</b>	<b>372.0</b>	<b>373.0</b>	<b>5.07%</b>
<b>Fire</b>				
Fire	200.0	200.0	200.0	0.00%
Emergency Mgmt & Homeland Security	1.0	1.0	1.0	0.00%
<b>Total Fire</b>	<b>201.0</b>	<b>201.0</b>	<b>201.0</b>	<b>0.00%</b>
<b>Unfunded Authorized Positions</b>				
Finance Operations	2.0	2.0	2.0	0.00%
Support Services Operations	1.0	1.0	1.0	0.00%
Lions Club Park	2.0	2.0	2.0	100.00%
Code Enforcement	1.0	1.0	1.0	100.00%
<b>Total Unfunded Authorized Positions</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>	<b>0.00%</b>
<b>Total General Fund</b>	<b>906.0</b>	<b>931.0</b>	<b>935.0</b>	<b>3.20%</b>
<b>Aviation Funds</b>				
<b>Killeen-Fort Hood Regional Airport</b>				
Operations	38.0	38.0	38.0	0.00%
Information Technology	3.0	1.0	1.0	-66.67%
<b>Total Killeen-Fort Hood Regional Airport</b>	<b>41.0</b>	<b>39.0</b>	<b>39.0</b>	<b>-4.88%</b>
<b>Total Skylark Field</b>	<b>4.0</b>	<b>4.0</b>	<b>4.0</b>	<b>0.00%</b>
<b>Total Aviation Funds</b>	<b>45.0</b>	<b>43.0</b>	<b>43.0</b>	<b>-4.44%</b>
<b>Solid Waste Fund</b>				
Accounting	4.0	4.0	4.0	0.00%
Residential Operations	44.5	44.5	43.5	-2.25%
Commercial Operations	21.0	21.0	23.0	9.52%
Recycling	6.0	6.0	6.0	0.00%
Transfer Station	15.5	15.5	15.5	0.00%
Mowing Operations	22.5	22.5	21.5	-4.44%
<b>Total Solid Waste Fund</b>	<b>113.5</b>	<b>113.5</b>	<b>113.5</b>	<b>0.00%</b>
<b>Water/Sewer Fund</b>				
Utility Collections	40.5	40.5	40.5	0.00%
Fleet Services	26.0	26.0	27.0	3.85%
Information Technology	5.0	5.0	5.0	0.00%
Water Distribution	19.0	19.0	19.0	0.00%
Sanitary Sewers	15.0	15.0	15.0	0.00%
Water and Sewer Operations	28.0	28.0	28.0	0.00%
Engineering	11.8	13.8	13.8	16.95%
<b>Total Water/Sewer Fund</b>	<b>145.3</b>	<b>147.3</b>	<b>148.3</b>	<b>2.06%</b>

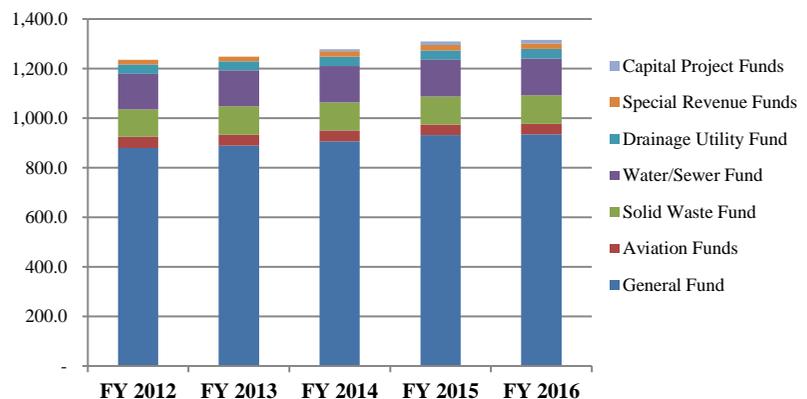
**CITY OF KILLEEN  
PAID PERSONNEL  
IN FULL TIME EQUIVALENT**

	FY 2014	FY 2015	FY 2016	% Change from FY 2014
<b>Drainage Utility Fund</b>				
Engineering	4.0	4.0	4.0	0.00%
Drainage Maintenance	33.5	33.5	34.5	2.99%
Environmental Services	1.2	1.2	1.2	0.00%
<b>Total Drainage Utility Fund</b>	<b>38.7</b>	<b>38.7</b>	<b>39.7</b>	<b>2.58%</b>
<b>Special Revenue Funds</b>				
Killeen Civic Conference Center	11.5	11.5	11.5	0.00%
Convention Visitor Bureau	2.5	2.5	2.5	0.00%
Community Development	1.0	1.0	1.0	0.00%
Cablesystem Improvements PEG Fund	3.5	3.5	3.5	0.00%
Community Development	1.0	1.0	1.0	0.00%
Court Security Fund	1.0	1.0	1.0	0.00%
Juvenile Case Manager Fund	1.0	2.0	2.0	100.00%
<b>Total Special Revenue Fund</b>	<b>21.5</b>	<b>22.5</b>	<b>22.5</b>	<b>4.65%</b>
<b>Capital Projects Fund</b>				
2012 Pass Through Financing Fund - Transportation	8.0	8.0	8.0	0.00%
2013 Water & Sewer Improvements Fund	-	5.0	5.0	100.00%
<b>Total Capital Projects Fund</b>	<b>8.0</b>	<b>13.0</b>	<b>13.0</b>	<b>100.00%</b>
<b>Total Personnel</b>	<b>1,278.0</b>	<b>1,309.0</b>	<b>1,315.0</b>	<b>2.90%</b>

**Personnel by Fund FY 2016**



**Personnel by Fund Last Five Years**



**CITY OF KILLEEN  
Personnel Additions  
FY 2016**

Department/Division	Amount	Impact on Operating Budget	Operating Costs	Reason for Additional Staffing
<b>GENERAL FUND</b>				
<b>City Attorney</b>				
Social Worker - mid-year	\$ 31,862	\$ 1,000	Office supplies	Assist municipal court and address community social needs
<b>Library</b>				
Inter-Library Loan Librarian - mid-year	\$ 17,242	\$ 4,356	IT equipment & office furniture	Maintain state library accreditation
<b>Community Development</b>				
Custodian	\$ 29,426			Additional 25,000 SF at the Killeen Arts and Activies Center to maintain
<b>Animal Services</b>				
Veterinary Technician	\$ 39,277	\$ 4,636	Uniforms, office supplies, & IT equipment	Animal health management
<b>Total General Fund</b>	<b>\$ 117,807</b>	<b>\$ 9,992</b>		
<b>SOLID WASTE FUND</b>				
<b>Commercial Services</b>				
Code Enforcement Supervisor	\$ 47,381	\$ 100	Uniforms	Address lack of solid waste code enforcement
<b>Total Solid Waste Fund</b>	<b>\$ 47,381</b>	<b>\$ 100</b>		
<b>WATER &amp; SEWER FUND</b>				
<b>Fleet</b>				
Fleet Replacement Coordinator	\$ 65,291	\$ 2,400	IT equipment	Coordinate, implement, and sustain a long-term fleet replacement program
<b>Total Water &amp; Sewer Fund</b>	<b>\$ 65,291</b>	<b>\$ 2,400</b>		
<b>Total All Funds</b>	<b>\$ 230,479</b>	<b>\$ 12,492</b>		

## Community Information

The City of Killeen was born May 15, 1882, when the Santa Fe Railroad extended its line westward through central Texas. Killeen, in Bell County, is centrally located in Texas along US Highway 190. Situated 17 miles East of Interstate 35, Killeen is just a short drive to major metropolitan areas like Austin (70 miles), San Antonio (150 miles), Houston (190 miles), and Dallas (160 miles).

Named for Frank P. Killeen, an official of the railroad in Galveston, some believe that Killeen may have been among the railroad dignitaries on the train that arrived to mark the beginning of the town, but it has never been confirmed. The town of about 300 people became a shipping point of the area for agricultural products, cotton in particular.

In the next 60 years, the city prospered and grew to over 1,200 people. In 1942, this small railroad town became home to military post Camp Hood. The military camp's impact was tremendous, more than quintupling Killeen's population in its first few years.

After World War II, the Army was looking for a place to train soldiers in tank destroyer tactics, and Killeen fit the bill. Camp Hood was named for Confederate General John Bell Hood. The initial installation covered 160,000 acres, which encompassed most of Killeen's best farming land, forcing many families from their homesteads. In 1950, the camp was declared a permanent post changing its name to Fort Hood.

Killeen was now a military town, so its goal became to make it the best town for military families to live. Supporting our soldiers and their families is still the top priority today.

The town and the fort grew together. Killeen worked to develop infrastructure that would incorporate the military base and its needs. Immediate needs were water leading to the construction of Belton Lake and later, Stillhouse Hollow Reservoir, the construction of better highways to meet military and civilian travel needs, major construction to provide housing, and an accompanying growth in retail business.

In ensuing years, the city secured facilities like libraries, hotels, shopping centers, an airport, golf course, and more recently, a community theater, top-notch movie theater, restaurants, and a civic and conference center.

This small agriculture, turned railroad, turned military town, now has a population of over 130,000 people. With tremendous growth in retail trade and in dining facilities in the late 90s, Killeen has spread its trade area to cover a 100-mile stretch of Central Texas pulling people in to take advantage of the special services the city offers.

The adoption of the City Charter in 1949 established the Council-Manager form of government that the City of Killeen still operates under today. The mayor is the city's chief elected officer and presides over the city's seven-member City Council, which sets all policy. The City Manager oversees the operations and administration of the city.

## KILLEEN AT A GLANCE

### Form of Government

The City of Killeen is a City Council-City Manager form of government established in March of 1949 by the adoption of a charter.

The charter established a seven member council with three council members that are elected at large in even-numbered years and four district members elected in odd-numbered years. All council members are elected to two-year terms with a maximum of three consecutive terms.

The mayor is elected separately in even-numbered years and serves as the presiding officer for City Council business and as the head of government for ceremonial purposes. The mayor only votes to break a tie.

The City Manager is appointed by the City Council.

### Fiscal year begins October 1<sup>st</sup>

<sup>1</sup>Number of employees FY 2016 1,315  
(Full and Regular Part-Time positions approved in budget)

### <sup>1</sup>Major Services provided by the City of Killeen

- Airport Facilities
- Building and Housing Inspections
- Convention Facilities
- Fire and Emergency Medical Service
- Municipal Court System
- Police Protection
- Recreation, Parks, and Golf
- Sewer Maintenance
- Street Lighting
- Traffic Signalization
- Waste Collections
- Water Supply

### <sup>2</sup>Tax Structure 2015

Property Tax	2.46945
City of Killeen	0.74980
KISD	1.12800
Bell County	0.42120
Bell County Road District	0.02990
Central Texas College	0.13660
UWCD	0.00395

### <sup>2</sup>2015 Property Tax Valuations

Total Appraised Value	\$6,017,639,453
Exempt Value	\$842,347,032
Net Taxable Value	\$5,175,292,421

### <sup>2</sup>2015 Ten Largest Taxpayers Taxable Value

Oncor Electric Delivery	\$59,675,640
Wal-Mart Real Estate Business Trust	\$18,777,538
Killeen Mall LLC	\$16,388,819
Central Telephone Co. of Texas	\$14,354,534
Stone Creek Investment LLC	\$13,620,400
Stewart & Stevenson	\$12,618,994
Watercrest Place LP	\$11,825,894
HEB Grocery Company LP	\$11,822,788
Feiga/Sierra Creek LP	\$10,232,231
Bentina LTD	\$9,575,531

### <sup>1</sup>2015 Service Statistics

#### Airport:

Number of Airports	2
Number of Acres	289
Number of Airlines	3
Passengers Enplaning	149,008
Passengers Deplaning	154,124

#### Fire Protection:

Number of Stations	8
Fire Apparatus	32
Number of Hydrants	4,611
Number of Firefighters	194
Number of Fire Runs	9,386
Number of Paramedic Runs	16,352
EMS Units	14

#### Libraries:

Number of Libraries	2
Number of Visitors	264,688
Number of Volumes	138,331
Circulation of Volumes	291,638
Library Cards in Force	76,989
Children's Program Attendance	8,933
Public Computer Sessions	81,897

## KILLEEN AT A GLANCE

### Parks and Recreation

Number of Parks	21
Playgrounds	22
Municipal Golf Course	1
Disc Golf Course	1
Swimming Pools	2
Tennis Courts	5
Recreation Center	1
Baseball/Softball Fields	15
Soccer Fields	6
Jogging/Walking Trails	3
Senior Centers	2
Aquatics Center	1

### Police Protection:

Number of Facilities	5
Commissioned Police Officers	281
Number of Employees-Other	105

### Demographics

#### <sup>1</sup>Area of City (in square miles):

2011	55.47
2012	55.562
2013	55.564
2014	55.564
2015	55.564

#### <sup>3</sup>Population:

2011*	127,921
2012	130,018
2013	134,654
2014	137,147
2015	144,537

\* All population numbers are estimates except 2011 which reflects the official U.S. Census completed in 2010.

#### <sup>3</sup>Racial Composition:

White	50.7%
Black	33.1%
American Indian	0.7%
Asian	3.8%
Native Hawaiian	1.2%
Two or More Races	6.7%
Hispanic	24.2%

#### <sup>3</sup>Gender Composition:

Male	48.7%
Female	51.3%

<sup>3</sup>Median Household Income: \$44,799

<sup>3</sup>Number of Households: 43,843

<sup>3</sup>Median Age of Population: 27.2

#### <sup>4</sup>Unemployment Rates as of September 2015:

(Not seasonally adjusted)

Killeen	4.7
Texas	4.2
United States	5.1

#### <sup>1</sup>Public Works:

Paved Streets	558 mi
Unpaved Streets	1.0 mi
Arterial Streets (State)	41 mi
Curb and Gutter	884 mi
Signalized Intersections	92

#### <sup>1</sup>City of Killeen Wastewater Systems:

Sanitary Sewer Mains	571 mi
Sewer Connections	54,903
Number of Manholes	7,812

Bell Co. WCID #1 Wastewater Treatment Plants:

	<u>38<sup>th</sup> St. Plant</u>	<u>South Plant</u>
Average Permitted Capacity	18 mgd	6 mgd

#### <sup>1</sup>City of Killeen Water System:

Average Daily Consumption	14.7 mgd
Rated Daily Capacity	32 mgd
Water Mains	651 mi
Water Connections	57,040
Storage Capacity	41 mg

#### <sup>1</sup>City of Killeen Drainage System:

Storm Water Mains	93,099 linear ft.
Inlets & Outfalls	3,173 structures
Open Channels & Bar Ditches	197 mi
Drainage Properties	93 tracts
Right of Way Mowing	187 mi

## KILLEEN AT A GLANCE

### <sup>5</sup>Top 10 Major Employers in Killeen Area:

Fort Hood (Includes Soldiers and Civilians)	61,434
KISD	6,000
Central Texas College	1,487
City of Killeen	1,286
Metroplex Hospital	1,200
Aegis Communications	1,200
ESP, Inc.	420
Scott & White Clinic	361
Seaton Medical Center Harker Heights	350
Blackboard Student Services	238

<sup>1</sup>**Elevation:** 846 feet above sea level

### **Area Universities/Colleges (name and location)**

Central Texas College, Killeen  
Texas A&M University-Central Texas, Killeen  
Temple College, Temple  
University of Mary Hardin-Baylor, Belton  
University of Texas, Austin  
Baylor University, Waco

Killeen at Glance Sources

<sup>1</sup> City of Killeen

<sup>2</sup> Bell County Tax Appraisal District

<sup>3</sup> U.S. Census Bureau – 2010 Profile Data

<sup>4</sup> U.S. Bureau of Labor Statistics

<sup>5</sup> Greater Killeen Chamber of Commerce



# CITY OF KILLEEN BUDGET CALENDAR FY 2016

## JANUARY

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## FEBRUARY

- February 6: Budget process begins

## MARCH

- March 26-27: Conduct budget training classes

## APRIL

- April 30: Tax Appraisal District provides preliminary assessed valuation to the City

## MAY

- May 22: Deadline for staff completion of preliminary budget input
- May 27: Hold Budget Forum to obtain citizen input on budget issues

## JUNE

- June 8-19: Budget meetings between City Manager & Department Heads

## JULY

- July 7: Official submission of proposed budget to City Council by City Manager
- July 7: City Manager files proposed budget with the City Secretary
- July 25: Tax Appraisal District sends certified appraisal tax roll to the City

## AUGUST

- August 11, 25: Hold City Council meetings to discuss proposed budget and any changes
- August 11, 25: Hold Public Hearings on the proposed budget
- August 11: Set preliminary tax rate
- August 25: Hold Public Hearing on tax rate

## SEPTEMBER

- September 1: Hold Public Hearing on tax rate (if increase)
- September 8: Adopt the budget
- September 8: Adopt tax rate

## OCTOBER

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## NOVEMBER

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

## DECEMBER

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**Dedicated Service - Every Day, for Everyone!**

101 North College Street  
Killeen, TX 76541  
Phone: 254-501-7600  
Fax: 254-634-2484

# *City Manager's Message*



*Dedicated Service - Every Day, for Everyone!*



CITY OF KILLEEN  
OFFICE OF THE CITY MANAGER

July 7, 2015

The Honorable Scott Cosper and Members of the City Council:

I am pleased to submit to you the proposed Annual Budget and Plan of Municipal Services for Fiscal Year 2016, which begins October 1, 2015 and ends September 30, 2016.

Prior to budget development, the following considerations were identified and presented to City Council:

- Review All Funds and Programs and Identify Efficiencies and Opportunities
- Incorporate FY 2015 Public Safety Pay Increase
- Enhance Street Maintenance Program
- Enhance Fleet Replacement Program
- Assess Economic and Military Trends

In developing the budget, staff used several “fence posts” to guide the way. These included maintaining fiscal soundness within the existing tax rate: focusing on the mission and service levels; aligning programs and services with our Strategic, Financial and Master Plans; and assessing economic conditions and military trends.

Our community’s growth has been steady, and the ever-increasing demands in all service areas, especially in the General Fund, which includes Public Safety and Street Maintenance, continue to be a challenge. We will need to pay close attention to the national landscape as decisions made in Washington, D.C. will undoubtedly have a significant impact on Fort Hood, this community and Central Texas as a whole. Accordingly, the proposed budget has been developed projecting conservative increases in Ad Valorem and Sales Tax revenues.

The FY 2016 Budget reflects additional revenues on both the Operating and Maintenance and Debt Service sides of the organization. During the 84<sup>th</sup> Texas Legislative Session, HB 7 and HB 4037 were passed and will result in new revenue sources benefitting the General Fund and the Hotel Motel Fund. In addition, the US 190/Rosewood project will reach substantial completion this summer and result in the first reimbursement payment back to the City of Killeen in 2016.

Through the collective efforts of all departments, the Annual Budget and Plan of Municipal Services for Fiscal Year 2016 is hereby submitted for your review.

Budget highlights include:

1. The proposed budget provides adequate funding to maintain existing levels of service to our citizens and to make scheduled debt payments. The budget maintains a strong ending fund balance in all major operating funds, to include 22.53% in the General Fund.
2. Capital Improvement Projects will continue in FY 2016 and will be highlighted by improvements to roadways, completion of the renovation of the Killeen Community Center, construction of Fire Station #9 and general park improvements.
3. Premiums for employee health care coverage will increase by 7.75% for the FY 2016 budget. The proposed budget continues to fund 100% of employee base plan coverage. The budgeted amount for employee health care is \$5,431,571. Employee participation is anticipated in future budget years, so staff is developing an enhanced wellness program that incorporates an incentive based approach to health insurance. The City's opt out program will be funded at \$208 monthly per employee opting out of the City's health care program and participating in the health reimbursement account (HRA.)
4. The FY 2016 Budget includes 12 new full-time positions. The total cost for salary, benefits, and equipment for these positions is budgeted at \$507,539 across all funds.
5. Emphasis was placed on the creation of a sustainable fleet replacement program. Sixty-seven vehicles are proposed for replacement in FY 2016 at a cost of \$3,568,000. A consistent and well-managed fleet replacement program will offer positive results in fleet maintenance, fuel, and service delivery. An additional Fleet services position was included in the proposed budget to oversee the program.
6. Code Enforcement was another area of emphasis in FY 2016. The proposed budget includes an additional Code Enforcement position as well as a 20% increase in funding for the abatement and demolition program.
7. New programs in the Animal Services Division include funding for cat cages, fleet replacement, and a Veterinary Technician position.
8. Library accreditation will soon be re-established. The addition of one full time staff position by mid-year designated for the interlibrary loan program will ensure the fully accredited status. The position has been included in the proposed budget.
9. We are in the second year of our contract with the Greater Killeen Chamber of Commerce and Killeen Economic Development Corporation. Funding in the amount of \$1,425,458 is included in the FY 2016 Budget.
10. As part of the adopted Water and Sewer Rate Study, incremental rate increases were proposed in lieu of a lump sum increase. A 5% increase is proposed for water and sewer rates in the FY 2016 Budget. The proposed increase will have an effect of 62 cents per month for residential customers for the base rate of 0-2,000 gallons and 94 cents per month for commercial customers with a one-inch meter for the base rate 0-2,000 gallons. No rate increase is proposed for solid waste services.
11. City Council received a street condition assessment briefing during FY 2014. The assessment identified a need to allocate increased funding to ensure street conditions were maintained and improved. A Transportation Utility Study was also conducted. The study recommends the City establish a Transportation Utility Fund. Council has received a briefing and staff recommends further discussion and consideration of funding options. As proposed, the FY 2016 Budget keeps street maintenance funding at \$700,000.

The following is a brief summary of the FY 2016 Budget by major operating fund.

## **GENERAL FUND**

The FY 2016 General Fund expenditure budget is \$78,405,975 with revenues estimated at \$78,690,581. The expenditure budget represents a 4.36% increase from the FY 2015 adopted expenditure budget of \$75,133,394.

Revenues for the General Fund are budgeted at \$78,690,581, an increase of 7.24% from the FY 2015 budgeted revenues of \$73,380,225.

The budgeted ending fund balance for FY 2016 is \$17,667,245 a 1.64% increase from the FY 2015 projected ending fund balance of \$17,382,639.

The FY 2016 budget includes limited new programs within the General Fund. The total cost for these new programs is \$266,461. The budget additions include 4 new positions, public safety equipment, and timekeeping software which has been allocated among all funds with employees.

The budget has been developed using an ad valorem tax rate of \$0.7498 per \$100 of taxable assessed valuation. This tax rate includes provisions to maintain the debt service portion of the tax rate to meet existing obligations for the City's Capital Improvement Program.

Economic conditions are evaluated during the development of the General Fund Budget, and expectations for major revenue sources such as property tax and sales tax are influenced by that analysis. The Tax Appraisal District of Bell County indicates a preliminary net taxable assessed valuation of \$5,188,750,902. This valuation represents an increase of 3.37% from the prior year's certified taxable valuation of \$5,019,547,844. Sales and Occupancy Tax revenues are budgeted for FY 2016 at \$22,100,843, a projected 3% increase from the FY 2015 Sales and Occupancy Tax revenue.

## **WATER AND SEWER OPERATING FUND**

The budget for the Water and Sewer Operating Fund expenses is \$42,055,730. This expense budget reflects a 0.23% decrease from the FY 2015 expense budget of \$42,152,084.

Revenues for the Water and Sewer Fund are budgeted at \$39,977,044, an increase of 0.14% over the FY 2015 budgeted revenues of \$39,410,151.

The budget includes a proposed 5% increase for water and sewer rates per the City of Killeen's existing rate model.

The FY 2016 Budget includes security upgrades and fleet replacements within the Water and Sewer Operating Fund as well as seven new positions for a total cost of \$655,137.

## **SOLID WASTE FUND**

The budget for Solid Waste Operating Fund expenditures is \$17,800,670. The budget reflects an increase of 13.15% from the FY 2015 expense budget of \$15,732,133.

Revenues for the Solid Waste Fund are budgeted at \$16,824,291, an increase of 4.21% from the FY 2015 budgeted revenues of \$16,144,563.

The FY 2016 Budget includes a refuse tracking program, twelve vehicles, and a code enforcement supervisor with a vehicle for a total cost of \$2,002,961.

## **DRAINAGE UTILITY FUND**

The budget for the Drainage Utility Fund expenditures is \$2,001,454. The budget reflects a decrease of 73.21% from the FY 2015 Budget of \$7,470,981. This decrease is the result of moving capital project expenses into a separate capital project fund.

Revenues for the Drainage Utility Fund are budgeted at \$3,905,900, an increase of 0.41% from the FY 2015 budgeted revenues of \$3,890,000.

The FY 2016 Budget includes new equipment in the amount of \$10,494.

## **AVIATION FUNDS**

The Aviation Budget incorporates operations for Skylark Field and Killeen-Fort Hood Regional Airport (KFHRA). Skylark Field operates as a general aviation airport for private and corporate travelers with tie down and T-hangar space and fuel sales. Killeen-Fort Hood Regional Airport offers commercial service via American Airlines to Dallas-Fort Worth, United Air Lines to Houston and Delta Air Lines to Atlanta. It also offers corporate services for business aviation.

The operating expense budget for the Aviation Funds is \$3,783,611, a decrease of 12.25% from the FY 2015 budgeted expenses of \$4,311,911.

Operating revenues for the Aviation Funds are budgeted at \$3,015,468, a decrease of 23.56% from the FY 2015 budgeted revenues of \$3,945,377.

The FY 2016 Proposed Budget includes the replacement of the POS Aviation Fuel System in the amount of \$20,000.

### ***Capital Improvement Program***

In FY 2014, City Council approved a \$20 million Capital Improvements Program. This program includes the construction phase for the Trimmier Road/Lowe's Boulevard Project, improvements to W.S. Young Drive at Bacon Ranch Road, constructing and equipping Fire Station #9, renovation of the Killeen Community Center and general park improvement projects.

The projects will continue to move forward in FY 2016.

### ***Special Revenue Funds***

Hotel occupancy tax receipts are budgeted at \$1,800,000, an increase of 3.88% from the current year budget of \$1,732,708. The budget provides \$185,716 of funding for ballroom air walls and the funds portion of timekeeping software.

### ***City Of Killeen Maintains Excellent Financial Integrity***

The City of Killeen is in excellent financial condition and continues to maintain strong fund balance reserves.

Standard & Poor's and Fitch Ratings Services affirmed their 'AA' ratings to Killeen's series 2014 general obligation refunding and improvement bonds and series 2014 combination tax and revenue certificates of obligation. At the same time, both agencies affirmed this 'AA' underlying rating on the city's existing tax-backed debt. The outlook on all ratings is stable. Given the economic environment, these are good indicators that the City is in a good financial position and is providing due diligence to maintain that position.

### ***Acknowledgements***

The Budget and Plan of Municipal Services for FY 2016, which begins October 1, 2015 and ends September 30, 2016, continues the City commitment to service delivery and sound financial management. Input was received from the Mayor and City Council as well as City staff and the citizens of Killeen prior to and during budget development of the budget.

On behalf of the staff, I would like to thank the Mayor and City Council for the time and effort invested prior to adoption of the budget. I would also like to give special thanks and appreciation to all employees who assisted in developing this budget. I look forward to the opportunities ahead and the successful implementation of the Budget and Plan of Municipal Services for FY 2016.

Respectfully submitted,

Glenn Morrison

City Manager



***Dedicated Service – Every Day, for Everyone!***

# Vision 2030



*Dedicated Service - Every Day, for Everyone!*



# FO *vision* FO

City of Killeen, Texas

Strategic Plan

27

Adopted December 11, 2007

City Of Killeen Mission:

- ⊕ To ensure an exceptional quality of life and long-term success for Killeen.

Our Vision for Killeen in 2030:

- ⊕ The success center of Central Texas.

A community for:

- ⊕ Family and Leisure Lifestyle
- ⊕ Business and Job Opportunities
- ⊕ Quality Neighborhoods with a Wide Range of Housing
- ⊕ A Full Range of Educational Opportunities and Medical Services

## Goal #1: Quality Community Development and Revitalization

- ⊕ Maintain a balance of affordable and higher-end housing
- ⊕ Complete downtown redevelopment
- ⊕ Revitalize residential neighborhoods in older sections of city
- ⊕ Promote compliance with quality housing standards and codes
- ⊕ Maintain up-to-date land use and annexation plans that are targeted to achieve the vision for Killeen



## Goal #2: Preserving, Enhancing, and Leveraging Partnership with Fort Hood

- ⊕ Enhance the working relationship with Fort Hood as the model for military – civilian partnership
- ⊕ Ensure that Fort Hood retains and expands its leadership position in the US armed forces
- ⊕ Work in partnership with Fort Hood to enhance economic development opportunities
- ⊕ Work in partnership with Fort Hood to enhance cultural, quality of life, and medical services
- ⊕ Prevent encroachment into the training space required at Fort Hood



## Goal #3: Safety and Security

- ⊕ Provide effective and efficient police, fire and EMS to achieve lower response time and a lower crime rate
- ⊕ Maintain state-of-the-art public safety communications
- ⊕ Engage community in public safety programs and initiatives
- ⊕ Stay up with technology to improve effectiveness and efficiency of services
- ⊕ Maintain/Improve the city's ability to respond to all large scale emergencies
- ⊕ Maintain state-of-the-art public safety and courts facilities



## Goal #4: Financial Stability



- Maintain a stable tax rate and predictable income stream
- Maintain cash reserve policies
- Maintain long-range financial plans and update them annually

## Goal #5: Improved Efficient and Effective Transportation System



- Continue to address congestion and street conditions as related to local traffic flow
- Expand air service to the area
- Address connectivity to I-35
- Support enhancements to a public transportation system to improve mobility

## Goal #6: Preserve and Promote a Positive City Image

- ⊗ Enhance public information initiatives
- ⊕ Maintain quality public facilities
- ⊕ Increase the ability of citizens and visitors to navigate in the city
- ⊕ Increase customer service levels to external customers
- ⊗ Increase customer service levels to internal customers



## Goal #7: Foster a Sense of Community and Provide an Exceptional Quality of Life

- ⊕ Encourage community involvement in volunteer activities that strengthen the city
- ⊕ Expand parks and recreation programs to meet the needs of a growing population
- ⊕ Make Killeen's diversity a strength in promoting activities for individuals and families
- ⊕ Promote health and social service programs to meet the needs of a diverse population
- ⊕ Increase cultural arts and library programs



## Goal #8: Targeted Economic Development



- Promote diversity in economic development
- Revitalize downtown as an economic development center for the city
- Expand economic opportunities for the airport
- Fully utilize the Killeen Civic & Conference Center as a tool to draw meetings, events, and visitors
- Establish Killeen as a partner to provide premier medical services in the region
- Establish Killeen as a host to the defense industry with a significant presence from companies that serve the military

## Goal #9: Quality Educational Opportunities

- ⊕ Support Killeen ISD in becoming a great learning organization where each student every day engages in interesting, challenging, and satisfying experiences that result in profound learning
- ⊕ Promote the opening of Texas A&M University – Central Texas and establish it as a preeminent university for research
- ⊕ Support Central Texas College as a valued resource for training a highly qualified labor force



## Goal #10: Sound Infrastructure



- ⊕ Update a master plan for Solid Waste every 5 years
- ⊕ Create and update master plans for water, sewer, and street maintenance
- ⊗ Develop sustainable solutions to drainage problems
- ⊕ Require proper engineering and planning for infrastructure in new development
- ⊗ Complete current 3-year planning cycle and bond plan
- ⊕ Preserve Killeen's access to water supplies

## Goal #11: Recruiting and Maintaining a Talented and Committed Workforce for the City of Killeen



- ⊕ Sustain a working environment that attracts and retains highly qualified and motivated people who appreciate the opportunity to do exciting work
- ⊕ Maintain a competitive salary and benefits program
- ⊗ Establish a reputation as the city that grows future leaders in municipal government
- ⊗ Promote a sense of urgency in the delivery of services
- ⊕ Maintain a commitment to ethics, integrity, and diversity in the delivery of services

## Goal #12: Local and Central Texas Regional Leadership

Promote Killeen's involvement and leadership on committees setting direction for the region

Build relationships that influence decisions in areas where we have an interest

Maintain leadership role on legislative issues at the state and federal levels



# Budget Summary



*Dedicated Service - Every Day, for Everyone!*

# **BUDGET SUMMARY**

---

## **INTRODUCTION**

The City of Killeen Annual Budget and Plan of Municipal Services is designed to function effectively as a policy document, financial plan and operations guide. In addition, the document must serve as an effective communication device for the citizens of Killeen and other interested parties. Numerous hours of staff time are devoted to this function.

The Annual Budget and Plan of Municipal Services are presented in fifteen sections. The Community Information tab is designed to enhance the budget as a communication document. This section is a compilation of information about Killeen and the surrounding community intended to inform the reader about our history, our government, our quality of life, and our economic status. The City Manager's Message highlights the City Council's goals and priorities for the fiscal year. Vision 2030 is the strategic plan adopted by the City. The Budget Summary provides the reader with a broad overview of the budget process and a summary of the FY 2016 Annual Budget and Plan of Municipal Services. Departmental operating budgets are provided in the City's major operating funds. These operating budgets provide information on the department and division missions, organizational structure, operating budget, and number of full-time personnel. They also highlight goals and accomplishments. The reader will find that this effectively communicates the plan of municipal services from a departmental, as well as divisional, perspective. Additional sections are provided for debt service funds and special revenue funds.

The Capital Outlay section details expenditures for capital outlay items such as equipment, furniture and fixtures and automobiles. The Capital Improvements Program section details expenditures for capital improvement projects.

The budget includes a Five Year Forecast section for the City's major operating funds. The forecasts for the General Fund, Water & Sewer Fund, Solid Waste Fund, and the Drainage Utility Funds all were developed using interactive modeling programs developed to improve the budget process by projecting possible trends past the one-year adopted budget. The models offer a tool to allow staff to run scenarios for changes in ad valorem rates, assessed valuations, user fees, personnel changes, and long term fleet and equipment replacement plans. The forecast attempts to provide City staff a look into the future as to where the City may be financially.

Finally, the appendix includes a glossary, statistics about the City, a full time employee schedule, the City's position classification and pay plan, and a schedule of incentives available to employees.

## **THE BUDGETING PROCESS**

A Budget is a plan for utilizing the City's available funds during a fiscal year to accomplish established goals and objectives. The budget also serves to:

1. Provide the public with an understandable financial plan which plainly describes activities that will be undertaken during the next fiscal year.
2. Establish priorities among City programs.
3. Define the financial framework that will be used to periodically check the status of City operations.
4. Determine the level of taxation necessary to finance City programs.

## **LEGAL REQUIREMENTS**

The budgeting process in every Texas city, regardless of size, must comply with the requirements of the Texas Uniform Budget Law. Under the statute:

1. The City Council must adopt an annual budget and conduct the financial affairs of the City in strict conformance

with the adopted budget.

2. The budget for each fiscal year must be adopted prior to the first day of such fiscal year.
3. The budget must include a list of all expenditures proposed to be made during the next fiscal year, and show item-by-item comparisons with expenditures for the same purposes for the current fiscal year.
4. The budget must show a complete financial statement for the City, including all debts and other outstanding financial obligations; the estimated amount of cash or other balances that will be left in each fund at the end of the current fiscal year; and projected revenues for the next fiscal year.
5. Each project or activity the City proposes to fund during the next fiscal year must be shown in the budget as definitely as possible, with an indication of the estimated amount of money needed for each item.
6. The City Manager must prepare a proposed budget for the consideration of the City Council.
7. Copies of the proposed budget compiled by the City Manager must be filed with the City Secretary and made available for public inspection. The proposed budget must be filed between 45 and 90 days prior to the beginning of the next fiscal year.
8. At the meeting of the Council at which the budget is submitted, the Council shall fix the time and place of a public hearing on the budget and shall cause to be published a notice of the hearing setting forth the time and place thereof at least five days before the date of hearing.
9. Following the public hearing, the budget proposed by the City Manager can be changed by the City Council.
10. Upon adoption of the final budget by majority vote of the Council, copies must be filed with the County Clerk and City Secretary and made available for public inspection.
11. Once the budget is adopted, the City Manager shall authorize no expenditure over the total funds for expenditure in the overall budget unless the budget is amended by the same public notice procedure called for in adopting a budget.

### **BASIS OF BUDGET & ACCOUNTING**

The Comprehensive Annual Financial Report (CAFR) shows the status of the City's finances using modified accrual for the governmental funds and full accrual for the enterprise funds. In most cases, this conforms to the way the city prepares its budget. Exceptions are as follows:

- Liabilities for compensated absences that are expected to be liquidated with available financial resources are accrued as earned by employees (accrual) as opposed to being expensed when paid (cash basis).
- Principal payments on long-term debt are applied to the outstanding liability with the accrual method, as opposed to being expensed on a cash basis.
- Capital outlays are recorded as assets on an accrual basis and expended on a cash basis.

### **CITY FUNDS**

The City is organized into Funds. For fiscal (financial) purposes, a fund is a separate accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities, residual equities, and the changes therein are segregated and recorded. All funds are budgeted.

#### **Governmental Funds:**

1. **General Fund:** Accounts for all financial resources except those required to be accounted for in another Fund. The General Fund of the City of Killeen contains general administration, recreation, libraries, police services, fire

services, etc.

2. Debt Service Funds: Accounts for the accumulation of resources for, and the payment of general long-term debt principal and interest.
3. Hotel/Motel Occupancy Tax Fund: Accounts for the levy and utilization of the local hotel occupancy tax. State law requires that revenue from this tax be used for advertising and promotion of the City.
4. Tax Increment Fund: Accounts for economic development projects in the City's tax increment and reinvestment zone. Financing is provided by certain tax revenues collected within the City's tax increment and reinvestment zone pursuant to state tax code statutes and county contributions.
5. Capital Project Funds: Accounts for the acquisition or construction of major capital facilities.

#### **Enterprise Funds:**

1. Airport Fund: Accounts for the provision of airport facilities. All activities necessary to provide such services are accounted for in this fund.
2. Solid Waste Fund: Accounts for the provision of solid waste collection and disposal services to customers who are billed monthly at a rate sufficient to cover the cost of providing the service.
3. Water/Sewer Fund: Accounts for the provision of water and sewer services to the residents of the City of Killeen. All activities necessary to provide such services are accounted for in this fund, including but not limited to administration, operations, maintenance, billing, and collection.
4. Drainage Fund: Accounts for operations related to providing storm drainage service to the citizens of Killeen. All activities necessary to provide such services are accounted for in this fund including but not limited to, administration, operations, maintenance, billing, and collection.

#### **Trust and Agency Funds:**

1. Trust and Agency Funds: Account for collections and disbursements earmarked for employee benefits and other restricted purposes.

### **SOURCES OF REVENUE**

The revenue structure of the budget follows the revenue structure of the City as defined in the accounting system. Major revenue classifications include taxes (property, sales, franchise and other), fees, investments, grants, and utility charges for various types of services. The budgeting assumptions used to develop the major revenue projections are as follows:

Property Taxes - Revenues from ad valorem property taxes was determined using the Certified Tax Roll and \$0.7498 cents per \$100 valuation property tax rate. Based on prior year's collection patterns, a collection ratio of 98% was used. Property tax revenues are a very dependable source of revenue, and annual collections historically exceed 95% of the amount budgeted for current collections.

Sales Tax Revenues - Sales tax revenues represent the largest single source of revenue in the general fund. The City relies on historical trend data and management information from the State Comptroller to project sales tax revenues for the budget. The City sales tax rate is 1.5% of taxable purchases. These taxes are collected by local vendors, reported to the State and the State rebates the revenues to the City on a monthly basis. Based on the prior year's collection data, a conservative increase of 3% over the amount estimated to be collected for FY 2015 was budgeted as sales tax revenues for FY 2016.

Franchise Fees - Franchise Fees from utility companies (electric, telephone, and cablevision) is a major source of

revenue in the General Fund. Based on the prior year's collection data, franchise taxes were budgeted at the same level for FY 2016 as were estimated to be collected for FY 2015.

*Investments* - Management of the investment portfolio has been delegated to the Executive Director of Finance who manages the investment portfolio in accordance with the City's Investment Policy. The policy requires that the investment portfolio be managed in a prudent manner and that all investments purchased have a stated maturity not to exceed the limitation of the specific investment strategy at the time of purchase. As a matter of policy, the City does not invest in any derivative securities. The investment portfolio consists of investments in U.S. Agencies, Treasuries, and Local Government Investment Pools. The current investment philosophy is to remain fairly liquid as financial markets adjust to the changing environment in interest rates.

*Utility Rates* - The rates charged for water, sewer and solid waste services have been set based upon engineering studies and the data derived from the long term financial planning models developed for each major fund. A 2.5% rate increase was budgeted for FY 2016.

*Other Revenues* - Other revenue sources were generally derived from forecasts done by the staff member responsible for management of the revenue and evaluated by the Executive Director of Finance.

## **BUDGET POLICIES**

The following fiscal and budgetary policies have a significant impact on the preparation of the Annual Budget and Plan of Municipal Services. Decisions made, as a result of these policies, not only formulate the current plan of services, but also lay a foundation for future organizational goals that cover more than one fiscal year. The primary policies which have had a significant impact on the budgetary process are budgetary, fiscal, and debt services.

## **BUDGETARY**

Budgetary policies are those policies which serve as fundamental guidelines for the preparation of the Annual Budget and Plan of Municipal Services. These policies may originate from several sources such as charter mandates, City Council directives, and administrative policies.

## **CHARTER MANDATES**

Charter mandates are found in the home rule charter for the City of Killeen. The charter was adopted by the voters of the City on March 3, 1949 and amended on April 1, 1958, May 1, 1971, January 15, 1994, and May 11, 2013.

1. The charter designates the City Manager as the budget officer for the City. Duties of the budget officer include preparation and submission of the annual budget to the City Council.
2. The charter governs the time frame for submission of the proposed budget to the City Council. The budget must be submitted to the City Council not less than forty five days prior to the beginning of each fiscal year. The content of the proposed budget is also stated in the City charter.
3. The charter mandates that the budgetary process be open to the public. Public hearings on the budget are required by City charter and copies of the proposed budget must be on file at several locations.
4. The charter requires that the budget must be adopted by a majority of the whole council no later than the twentieth day of the last month of the fiscal year.
5. The charter requires balanced budgets for the General Fund and all general obligation Debt Service Funds. Section 64 of the City charter states that the total estimated expenditures of the general fund and debt services fund shall not exceed the total estimated resources of each fund.

## **CITY COUNCIL BUDGET DIRECTIVES**

The City Council is the governing body of the City and is responsible for establishing goals and priorities for the budgetary process. This objective was met during the City Council's annual planning meetings. During the meetings, City Council members reviewed the goals and objectives of the previous fiscal year. The City Manager presented a presentation to the City Council which reviewed departmental performance during the year. Each Council member had an opportunity to evaluate staff performance in meeting the goals and objectives for the previous fiscal year. The Mayor and Council members had the opportunity to brainstorm ideas designed to develop the goals and priorities for the upcoming fiscal year. Two Town Hall meeting were held to provide citizenry with the opportunity to voice their priorities for the coming fiscal year. After development of the goals and priorities for the budget, the City Manager began development of the proposed budget document.

The City Manager's proposed budget was developed in accordance with the goals and priorities and included numerous meetings with departments to review base budget requests and proposals for new programs and services. Programs were prioritized and the City Manager's proposed budget was produced. Due to the declining state of the economy, the City Manager's proposed budget included numerous budget cuts. The proposed budget was presented to the City Council for review and approval. This procedure was handled during budget planning sessions held with the City staff. During these sessions, departmental presentations were made to the City Council regarding every function of municipal government. The Council reviewed these presentations with City staff and established the budget. Public hearings were held on the budget and after the period for public input and comments, a final budget was adopted by the City Council on September 8, 2015. The City Charter requires that the City Council adopt a budget by September 20, or the City Manager's original preliminary budget will become the budget for the new fiscal year.

## **ADMINISTRATIVE BUDGET POLICIES**

Administrative budget polices consists of those policies and directives from the City Manager's office which are provided to department heads. These policies and procedures are codified in the annual budget manual which is distributed at the start of the budgetary process each year. Significant short-term financial and operational policies that guided the budget development process were:

- A. Prepare a "maintenance of operations" or base budget which details the cost of maintaining the existing level of City services. The base budget should not contain any new programs, new employees, or requests for additional fleet.
- B. New program and service requests should be submitted separately. Each new program or service request must be prioritized.
- C. Funding for computer hardware and software, fleet, and approved new programs and services will be added to the base budget request.
- D. The budget for full-time employee salaries and benefits will be prepared assuming a 2% merit increase.

In addition to the significant short-term financial and operating policies, the City has adopted fundamental long-term fiscal and accounting policies which are designed to provide the infrastructure for continued fiscal stability. These policies include fund balances and operating reserves, year-end encumbrances, and debt management.

*Fund Balances and Operating Reserves* – In September of 2011, the City amended its fund balance policy to establish a fiscal policy to maintain adequate levels of fund balances within the City's General Fund and its Enterprise Funds collectively. Adequate fund balances provide important benefits to the City, such as: 1) Provide stability during economic cycles and assist in protecting the City from tax increases or budget cuts. 2) Ability of interest income from investments to provide a source of revenue. 3) These reserves provide a foundation for a strong credit rating, which reduces costs of long-term borrowing. In addition, the policy was amended to include provisions for a target of 25% and minimum of 22% of operating costs.

*Year-end Encumbrances* - The policy was adopted by Resolution dated March 11, 1997. The policy was designed to reinforce the provisions of the City Charter which state that all budget appropriations lapse at the end of the

fiscal year to the extent that they shall not have been expended or lawfully encumbered. Encumbrances lapse at year end and are rolled over into the next fiscal year. The budget is amended accordingly.

*Debt Management* - The Debt Management Policy was adopted by Resolution on May 27, 1997. The policy identified the need for fiscal planning related to major capital improvement programs and water and sewer infrastructure development. The policy addresses several areas which are critical to an effective debt management program. These areas are: 1) the acceptable levels of debt, 2) purpose and type of debt issuances, 3) guidelines for the evaluation of short-term debt issuances and performance measurement standards, 4) use of tax supported, general obligation bonds versus self-supporting revenue bonds, 5) The evaluation of “pay-as-you-go” financing versus debt financing, 6) use of fixed versus variable rate debt and the structure of each type of debt issued, 7) debt maturity schedules, 8) competitive selection of financial consultants, bond counsel, bond underwriters, paying agents and other service providers, 9) use of bond credit rating agencies, 10) other matters which are relevant to the City’s credit standings.

## **OPERATING TRANSFERS**

The City budgeted to receive approximately 12.5% of its General Fund revenues from operating transfers. Transfers from the enterprise funds to the General Fund are based on a definite, quantifiable analysis of the costs incurred by those funds. Currently there are two types of transfers from enterprise funds to the General Fund:

1. Franchise Fees
2. Indirect Cost Allocations

### **FRANCHISE FEES**

Franchise fees are charged for the right to use City facilities such as rights-of-way, streets, or infrastructure.

Franchise fees for these Enterprise Funds were determined as follows:

1. Aviation Funds - Due to federal regulations restricting all but direct costs, no franchise fee is proposed.
2. Solid Waste Fund - Because of the high use of City streets, the fee was set at 9% of total revenues.
3. Water and Sewer Fund - For use of rights-of-way, the fee was set at 9% of total revenues.

### **INDIRECT COST ALLOCATIONS**

Indirect cost allocations transfer actual costs for services such as administration and facility use to those funds that use the services. Indirect costs are allocated on the assumption that they are in proportion to the costs of operating the funds. The base assumption is that allocation be based on total operating budget, less transfers and debt service. Percentages for individual departments are adjusted as conditions warrant. Appropriate transfers were determined for the common costs traditionally paid for by a single fund. Finally, credits were given for any costs borne directly by individual funds.

## **EXPENDITURE OBJECT CLASSES**

Definitions are provided for the following expenditure object classes to assist the reader in analysis of the budget:

1. Salaries: Full Time, Part Time, Overtime, Longevity, Incentive Pay, Assignment, Car Allowance, On-Call, and Vacation Buyback
2. Supplies: Office, Postage, Uniforms, Subscriptions, Motor Vehicle, Print, Computer, Fuel, Freight, Food, Minor Tools, Cleaning, Medical and Chemical, Mechanical, Educational, Extinguishing Chemicals, Agricultural, and Animal
3. Maintenance: Walks and Drives, Building, Fire Hydrants, Wells, Pump Equipment, Water Main, Fence, Sign and Painting, Tanks, Towers and Reservoirs, Landfill, Sewer, Customer Services, Customer Meters, Street, Bridge,

Curb and Gutter, Filter, Storm Sewer, Parks, and Ditch

4. Repairs: Repairs object class includes the following accounts: Furniture and Fixtures, Small Equipment, Motor Vehicle, Heating and Air Conditioning, Radio and Communications, Computer Equipment, Machinery, Sound System, Traffic Lights, and Dumpster
5. Support Services: Telephone, Equipment Rental, Insurance, Other Charges, Professional Services, Legal and Public Notices, Travel and Training, Confidential Expense, Prisoner Support, Public Official and Liability Insurance, Light and Power, Office Space Rental, Computer Rental, Bell County Health Department, Grant to Non-Profit Corporation, Trophies and Awards, Interest and Sinking Fund Transfer, Dues and Memberships, Administrative Transfer, Court Costs, General Fund Franchise Fee Transfer, Claims and Damages, Tap Fees, Industrial Development, and Jury Fees
6. Benefits: Hospital Insurance, Retirement, Social Security, and Workers Compensation
7. Designated Expenses: Cost of Goods Sold, Contract Labor, Rental Purchases, Bank Loan, Reimbursable Expense, Unemployment Reimbursement, Contingency, Reserve Appropriation, Bell Tax District, Inventory Shortage, Bad Debts, and Collection Expense
8. Capital Improvements: Buildings, Bridges, Curb and Gutter, Swimming Pool Equipment, Tanks, Towers and Reservoirs, Storm Sewers, Wells, Pump Equipment, New Streets, Fences, Walks and Drives, Sewer Mains, Water Mains, New Customer Service, New Fire Hydrants, New Customer Meters, Major Machinery, Taxi Ways, and Major Equipment
9. Capital Outlay: Office Equipment, Motor Vehicles, Heating and Air Conditioning, New Books, Sound Systems, New Radios, Equipment, Computer Equipment, Machinery, Traffic Lights and Signals

**CITY OF KILLEEN**  
**Budget Summary - All Funds**  
**FY 2016**

	Projected Beginning Fund Balance	FY 2016 Revenues	FY 2016 Expenditures	Change in Fund Balance	Projected Ending Fund Balance	Fund Balance Reserve	% Change in Fund Balance
<b>Operating Funds</b>							
* General Fund	\$ 17,382,639	\$ 77,180,158	\$ 77,410,968	\$ (230,810)	\$ 17,151,829	22.25%	-1.33%
* Airport	97,941	2,554,148	3,211,721	(657,573)	(559,632)	-17.67%	-671.40%
* Aviation Fund - Skylark Field	724,978	461,320	571,890	(110,570)	614,408	111.44%	-15.25%
* Solid Waste Fund	5,674,873	16,824,291	17,800,670	(976,379)	4,698,494	38.34%	-17.21%
* Water & Sewer Fund	14,226,443	39,003,481	42,065,127	(3,061,646)	11,164,797	34.33%	-21.52%
* Drainage Utility Fund	2,195,366	3,905,900	4,326,246	(420,346)	1,775,020	47.24%	-19.15%
<b>Subtotal Operating Funds</b>	<b>40,302,240</b>	<b>139,929,298</b>	<b>145,386,622</b>	<b>(5,457,324)</b>	<b>34,844,916</b>	<b>23.97%</b>	<b>-13.54%</b>
<b>Debt Service Fund *</b>	<b>3,342,777</b>	<b>19,300,971</b>	<b>20,639,228</b>	<b>(1,338,257)</b>	<b>2,004,520</b>	<b>9.71%</b>	<b>-40.03%</b>
<b>Special Revenue Funds</b>							
Law Enforcement Grant	2,894	16,270	16,270	-	2,894		
Emergency Management Fund	31	-	31	(31)	-		
Hotel Occupancy Tax	264,485	2,616,850	2,734,078	(117,228)	147,257		
KCCC Fountain	17,541	95	-	95	17,636		
Cablesystem Improvements	716,634	205,200	233,509	(28,309)	688,325		
Library Memorial Fund	11,153	9,500	11,764	(2,264)	8,889		
Community Development Block Grant	(31,194)	1,585,014	669,894	915,120	883,926		
Community Development - Home Program	41,881	799,329	319,885	479,444	521,325		
Tax Increment Fund	309,703	96,036	-	96,036	405,739		
Court Technology Fund	216,609	81,317	163,046	(81,729)	134,880		
Court Security Fee Fund	117,234	61,655	51,774	9,881	127,115		
Court Juvenile Case Manager Fund	526,480	114,148	92,969	21,179	547,659		
Photo Red Light Enforcement Fund	194,256	800,000	985,622	(185,622)	8,634		
Animal Control Donations Fund	19,322	19,500	38,822	(19,322)	-		
Child Safety Fund	204,763	185,737	390,500	(204,763)	-		
Police Department Donations Fund	51,007	40,929	91,936	(51,007)	-		
<b>Subtotal Special Revenue Funds</b>	<b>2,662,799</b>	<b>6,631,580</b>	<b>5,800,100</b>	<b>831,480</b>	<b>3,494,279</b>	<b>60.25%</b>	<b>31.23%</b>
<b>Capital Projects Funds</b>							
Fleet Replacement Program	1,973,908	-	1,973,908	(1,973,908)	-		
2005 C/O Construction Fund	25,995	15	26,010	(25,995)	-		
2007 Comb G/O & C/O Bonds	39,963	20	39,983	(39,963)	-		
2009 C/O Construction Fund	23,694	100	23,794	(23,694)	-		
PTF 190/2410 Construction Fund	2,253,825	13,000	2,266,825	(2,253,825)	-		
PTF 195/201 Construction Fund	2,394,758	1,000	2,395,758	(2,394,758)	-		
2011 C/O Construction Fund	2,117,128	13,000	2,130,128	(2,117,128)	-		
2012 G/O Construction Fund	1,122,470	500	1,122,970	(1,122,470)	-		
Downtown Improvements	106,850	-	106,850	(106,850)	-		
2014 C/O Construction Fund	10,219,694	28,000	10,247,694	(10,219,694)	-		
2014 G/O Construction Fund	1,195,686	11,700	1,207,386	(1,195,686)	-		
Aviation Customer Facility Charge	1,006,060	253,224	1,259,284	(1,006,060)	-		
Passenger Facility Charge Fund	7,300,270	684,772	684,772	-	7,300,270		
2005 Solid Waste C/O Construction Fund	5,523	1	5,524	(5,523)	-		
2001 Water & Sewer Bond	18,422	15	18,437	(18,422)	-		
2007 Water & Sewer Bond	315,853	190	316,043	(315,853)	-		
2013 Water & Sewer Improvement Bond	13,521,559	44,000	13,524,915	(13,480,915)	40,644		
W/S Capital Projects Fund	1,502	-	1,502	(1,502)	-		
2006 Drainage CO Bonds	3,443,469	13,200	3,165,130	(3,151,930)	291,539		
<b>Subtotal Capital Projects Funds</b>	<b>47,086,629</b>	<b>1,062,737</b>	<b>40,516,913</b>	<b>(39,454,176)</b>	<b>7,632,453</b>	<b>18.84%</b>	<b>-83.79%</b>
<b>Total All Funds</b>	<b>\$ 93,394,445</b>	<b>\$ 166,924,586</b>	<b>\$ 212,342,863</b>	<b>\$ (45,418,277)</b>	<b>\$ 47,976,168</b>	<b>22.59%</b>	<b>-48.63%</b>

\* Major Funds

Aviation working capital balance decreased due to personnel salary/benefit increases and decreased revenue streams due to a slow-down in the Aviation market.

Decrease in Solid Waste working capital balance is planned, and results from the use of fund balance for vehicle purchases.

Decrease in Water Sewer working capital balance is planned, and results from the use of working capital for water and sewer capital outlay.

Decrease in Drainage working capital balance is planned, and results from the use of fund balance for drainage maintenance projects.

Decrease in Debt Service fund balance is planned and results from the drawdown of excessive fund balance to restrain the interest and sinking portion of the tax rate.

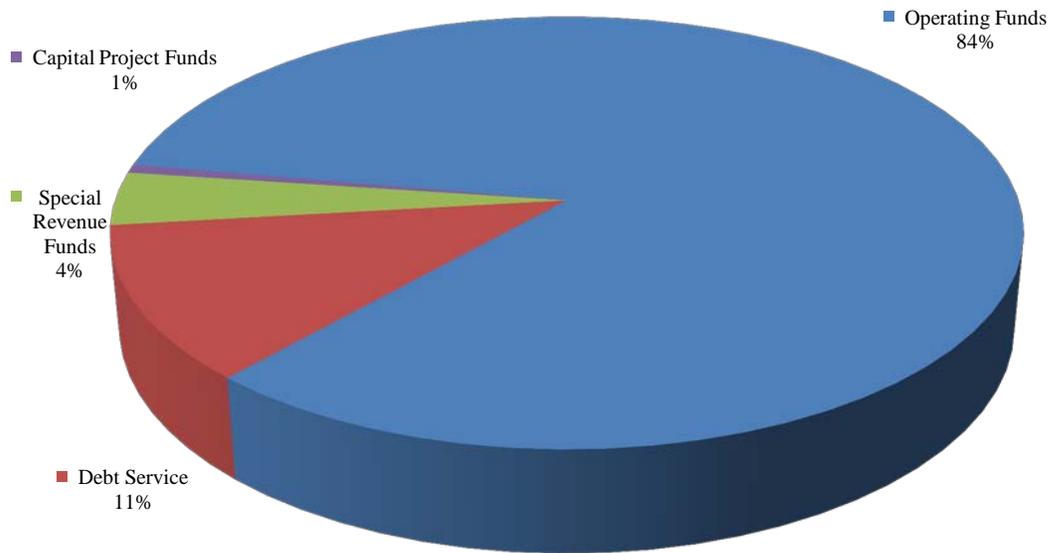
Decrease in the aggregate Capital Projects fund balance is a result of the completion of major capital projects.

**CITY OF KILLEEN**  
**Combined Annual Budget Summary**  
**FY 2016**

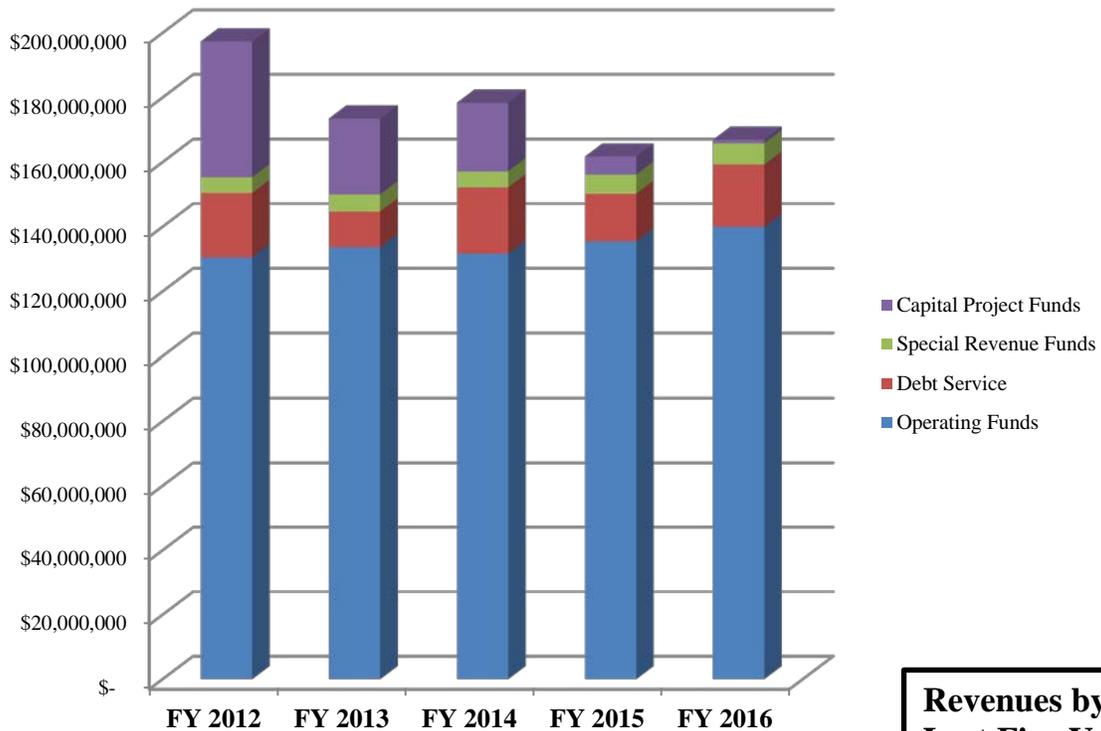
	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2015</b>	<b>FY 2016</b>
	<b>Actuals</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>
<b>Revenues</b>				
General Fund	\$ 71,646,933	\$ 73,380,225	\$ 74,632,907	\$ 77,180,158
Aviation Funds	4,563,274	3,945,377	3,391,369	3,015,468
Solid Waste Fund	15,691,357	16,144,563	18,005,813	16,824,291
Water & Sewer Fund	35,675,308	39,410,151	35,590,807	39,003,481
Drainage Utility Fund	4,092,970	3,890,000	3,870,863	3,905,900
Debt Service Fund	20,534,800	15,085,060	14,783,569	19,300,971
Special Revenue Funds	4,964,522	6,048,583	5,887,253	6,631,580
Capital Projects Funds	21,230,408	783,350	5,586,378	1,062,737
<b>Total Revenues</b>	<b>178,399,572</b>	<b>158,687,309</b>	<b>161,748,959</b>	<b>166,924,586</b>
<b>Operating Expenditures</b>				
General Fund	72,827,689	72,999,077	75,098,982	77,070,602
Aviation Funds	3,694,885	4,311,991	3,473,394	3,717,620
Solid Waste Fund	14,393,345	15,002,575	16,318,173	14,719,526
Water & Sewer Fund	37,338,282	34,292,084	33,631,803	32,518,280
Drainage Utility Fund	3,355,480	3,353,567	3,269,725	3,757,752
Debt Service Fund	18,923,594	15,516,340	15,474,760	20,639,228
Special Revenue Funds	3,713,342	5,389,718	5,116,795	4,692,614
<b>Total Operating Expenditures</b>	<b>154,246,617</b>	<b>150,865,352</b>	<b>152,383,632</b>	<b>157,115,622</b>
<b>Non-Operating Expenditures</b>				
General Fund	821,239	2,134,317	2,057,674	340,366
Aviation Funds	1,286,713	-	407,837	65,991
Solid Waste Fund	1,052,265	729,558	742,516	3,081,144
Water & Sewer Fund	6,783,444	7,860,000	8,001,954	9,546,847
Drainage Utility Fund	1,071,354	4,117,414	565,213	568,494
Special Revenue Funds	1,185,478	1,058,598	1,271,076	1,107,486
Capital Projects Funds	27,512,108	60,184,732	32,287,886	40,516,913
<b>Total Non-Operating Expenditures</b>	<b>39,712,601</b>	<b>76,084,619</b>	<b>45,334,156</b>	<b>55,227,241</b>
<b>Total Expenditures</b>	<b>193,959,218</b>	<b>226,949,971</b>	<b>197,717,788</b>	<b>212,342,863</b>
<b>Net Change in Fund Balance</b>	<b>(15,559,646)</b>	<b>(68,262,662)</b>	<b>(35,968,829)</b>	<b>(45,418,277)</b>
<b>Fund Balance, Beginning</b>				<b>93,394,445</b>
<b>Fund Balance, Ending</b>				<b>\$ 47,976,168</b>

# All Funds

## -Revenues-



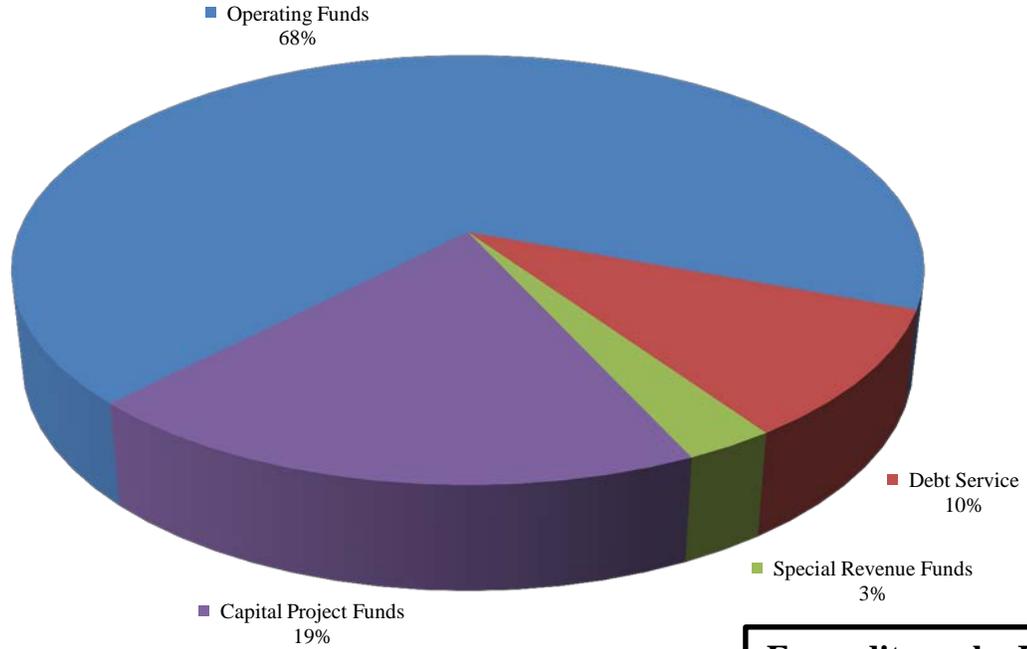
**Revenues by Fund  
FY 2016 Budget**



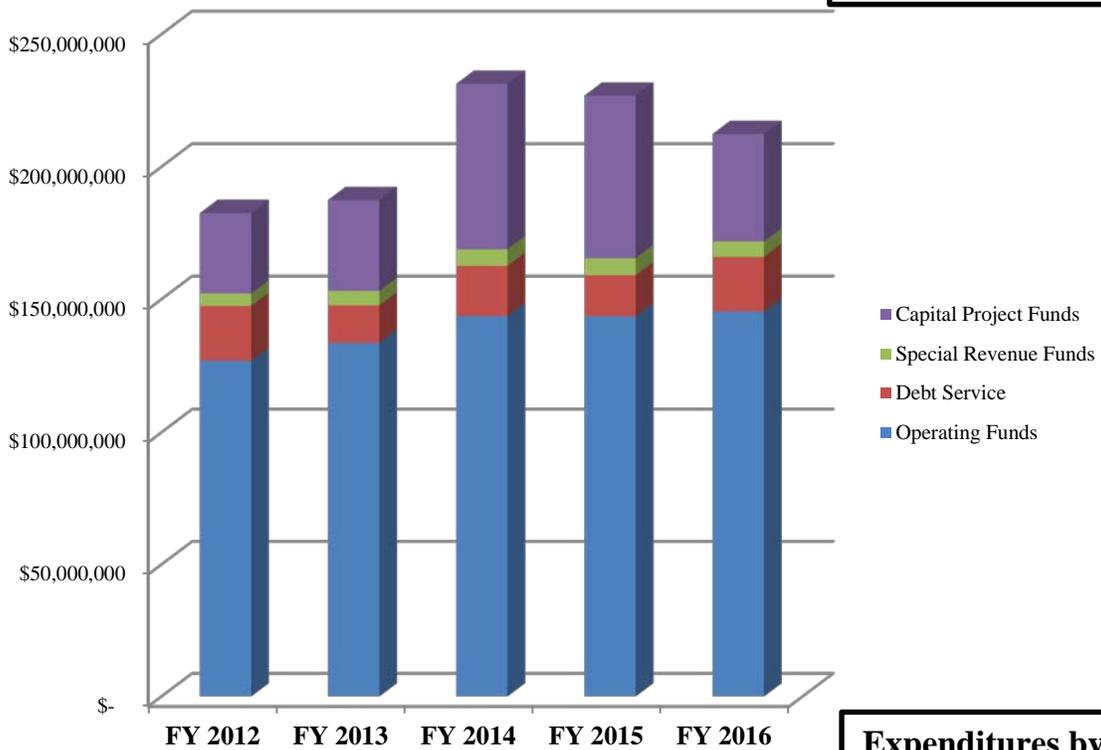
**Revenues by Fund  
Last Five Years**

# All Funds

## -Expenditures-



**Expenditures by Fund  
FY 2016 Budget**



**Expenditures by Fund  
Last Five Years**

**CITY OF KILLEEN**  
**Annual Budget**  
**Summary of Sources and Uses**  
**FY 2016**

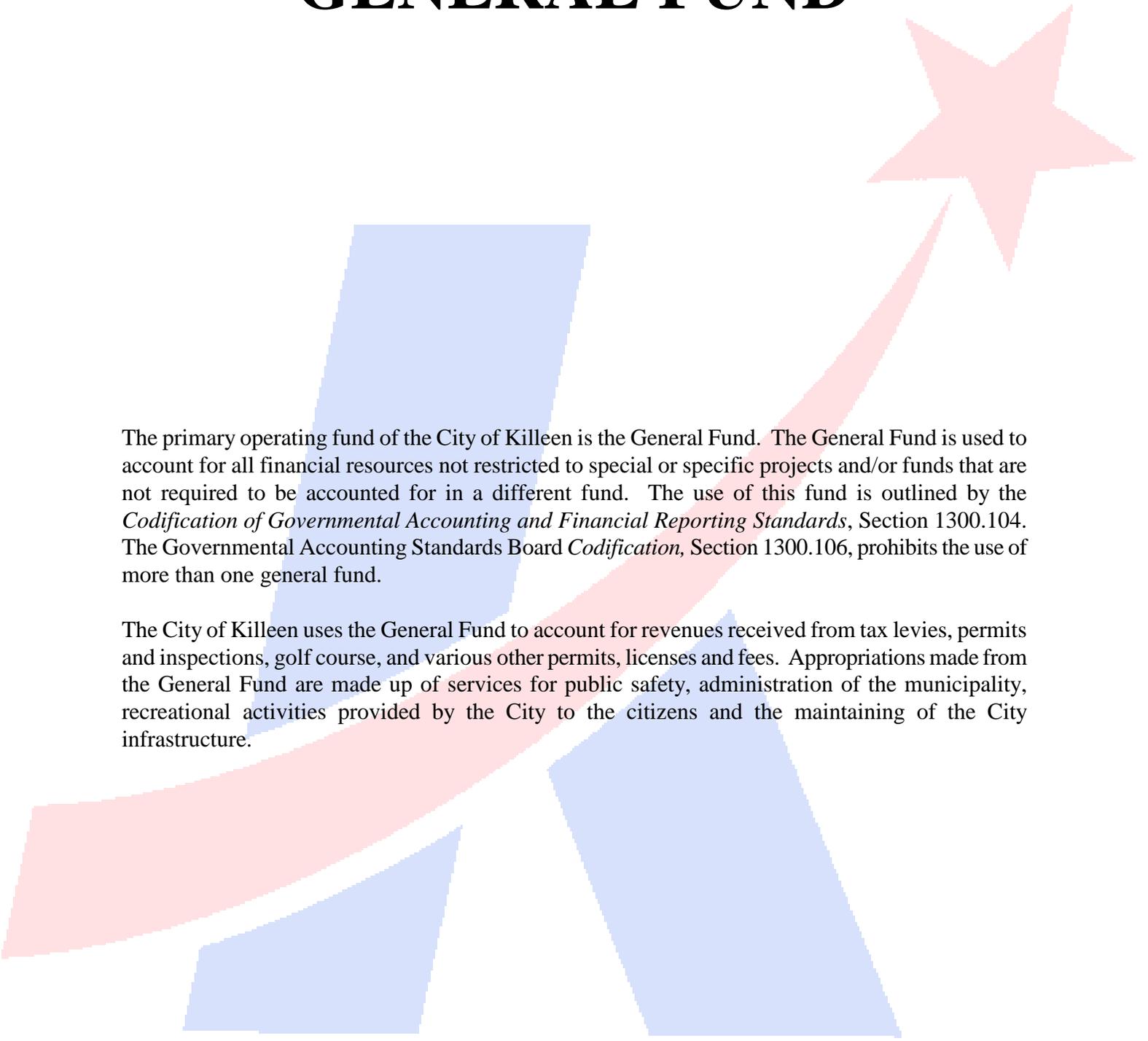
	<b>General Fund</b>	<b>Aviation Funds</b>	<b>Solid Waste Fund</b>	<b>Water &amp; Sewer Fund</b>	<b>Drainage Utility Fund</b>	<b>Debt Service Fund</b>	<b>Special Revenue Funds</b>	<b>Capital Projects Funds</b>	<b>Total for All Funds</b>
<b>Revenues</b>									
Property Taxes	\$ 24,759,663	\$ -	\$ -	\$ -	\$ -	\$ 12,756,780	\$ 96,036	\$ -	\$ 37,612,479
Sales Taxes	22,629,443	-	-	-	-	-	1,800,000	-	24,429,443
Franchise Fees	5,195,100	-	-	-	-	-	205,000	-	5,400,100
Charges for Services	7,293,015	2,938,332	16,716,491	36,213,301	3,900,000	-	736,750	937,816	68,735,705
Fines and Penalties	2,747,050	-	-	1,300,000	-	-	1,089,762	-	5,136,812
Intergovernmental Revenues	2,124,999	74,223	-	-	-	1,835,566	2,651,037	-	6,685,825
Bond Proceeds	1,033,000	-	-	-	-	-	-	-	1,033,000
Interest Income	55,000	318	6,900	34,500	5,800	10,000	320	124,921	237,759
Contributions and Donations	100,000	-	-	-	-	-	29,000	-	129,000
Other Revenues	1,590,701	2,595	100,900	213,900	100	-	23,675	-	1,931,871
Transfers from Other Funds	9,652,187	-	-	1,241,780	-	4,698,625	-	-	15,592,592
<b>Total Revenues</b>	<b>77,180,158</b>	<b>3,015,468</b>	<b>16,824,291</b>	<b>39,003,481</b>	<b>3,905,900</b>	<b>19,300,971</b>	<b>6,631,580</b>	<b>1,062,737</b>	<b>166,924,586</b>
<b>Operating Expenditures</b>									
Salaries	47,049,560	1,637,879	4,005,762	5,358,444	1,366,310	-	893,976	-	60,311,931
Benefits	12,901,726	435,583	1,190,230	1,516,435	425,453	-	234,379	-	16,703,806
Supplies	4,262,792	124,304	1,222,782	861,139	178,277	-	152,393	-	6,801,687
Repairs & Maintenance	3,114,215	354,983	1,067,816	903,298	486,438	-	461,360	-	6,388,110
Support Services	7,971,716	649,929	3,021,929	9,589,784	550,499	-	901,255	-	22,685,112
Minor Capital Outlay	785,707	61,000	42,701	251,908	71,672	-	128,904	-	1,341,892
Designated Expenses	984,886	453,942	4,168,306	176,100	8,350	-	1,724,164	-	7,515,748
Sewer Payments	-	-	-	6,244,106	-	-	-	-	6,244,106
Water Payments	-	-	-	7,617,066	-	-	-	-	7,617,066
<b>Total Operating Expenditures</b>	<b>77,070,602</b>	<b>3,717,620</b>	<b>14,719,526</b>	<b>32,518,280</b>	<b>3,086,999</b>	<b>-</b>	<b>4,496,431</b>	<b>-</b>	<b>135,609,458</b>
<b>Non-Operating Expenditures</b>									
Capital Improvements	-	-	-	1,621,268	350,000	-	-	-	1,971,268
Capital Outlay	340,366	65,991	1,960,580	752,405	331,247	-	574,969	39,876,825	43,902,383
Debt Service	-	-	1,120,564	7,173,174	558,000	15,940,603	728,700	-	25,521,041
Transfers to Other Funds	-	-	-	-	-	4,698,625	-	640,088	5,338,713
<b>Total Non-Operating Expenditures</b>	<b>340,366</b>	<b>65,991</b>	<b>3,081,144</b>	<b>9,546,847</b>	<b>1,239,247</b>	<b>20,639,228</b>	<b>1,303,669</b>	<b>40,516,913</b>	<b>76,733,405</b>
<b>Total Expenditures</b>	<b>77,410,968</b>	<b>3,783,611</b>	<b>17,800,670</b>	<b>42,065,127</b>	<b>4,326,246</b>	<b>20,639,228</b>	<b>5,800,100</b>	<b>40,516,913</b>	<b>212,342,863</b>
<b>Net Change in Fund Balance</b>	<b>(230,810)</b>	<b>(768,143)</b>	<b>(976,379)</b>	<b>(3,061,646)</b>	<b>(420,346)</b>	<b>(1,338,257)</b>	<b>831,480</b>	<b>(39,454,176)</b>	<b>(45,418,277)</b>
<b>Fund Balance, Beginning</b>	<b>17,382,639</b>	<b>822,919</b>	<b>5,674,873</b>	<b>14,226,443</b>	<b>2,195,366</b>	<b>3,342,777</b>	<b>2,662,799</b>	<b>47,086,629</b>	<b>93,394,445</b>
<b>Fund Balance, Ending</b>	<b>\$ 17,151,829</b>	<b>\$ 54,776</b>	<b>\$ 4,698,494</b>	<b>\$ 11,164,797</b>	<b>\$ 1,775,020</b>	<b>\$ 2,004,520</b>	<b>\$ 3,494,279</b>	<b>\$ 7,632,453</b>	<b>\$ 47,976,168</b>

# General Fund



*Dedicated Service - Every Day, for Everyone!*

# GENERAL FUND



The primary operating fund of the City of Killeen is the General Fund. The General Fund is used to account for all financial resources not restricted to special or specific projects and/or funds that are not required to be accounted for in a different fund. The use of this fund is outlined by the *Codification of Governmental Accounting and Financial Reporting Standards*, Section 1300.104. The Governmental Accounting Standards Board *Codification*, Section 1300.106, prohibits the use of more than one general fund.

The City of Killeen uses the General Fund to account for revenues received from tax levies, permits and inspections, golf course, and various other permits, licenses and fees. Appropriations made from the General Fund are made up of services for public safety, administration of the municipality, recreational activities provided by the City to the citizens and the maintaining of the City infrastructure.

**General Fund  
Budget Summary  
FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>	<b>Percent of Budget</b>	<b>% Change from FY 2015 Budget</b>
<b>Revenues</b>						
Property Taxes	\$24,476,353	\$24,606,499	\$25,602,641	\$24,759,663	32.08%	0.62%
Sales Taxes	20,948,312	21,468,960	21,984,281	22,629,443	29.32%	5.41%
Franchise Taxes	5,225,382	5,192,800	5,234,114	5,195,100	6.73%	0.04%
Charges for Services	5,232,042	5,666,141	5,312,338	5,511,335	7.14%	-2.73%
Licenses, Permits and Fees	1,898,798	1,615,300	1,724,508	1,781,680	2.31%	10.30%
Court Fines and Fees	2,629,747	3,290,024	2,736,497	2,747,050	3.56%	-16.50%
Intergovernmental Revenues	994,347	759,166	682,911	2,124,999	2.75%	179.91%
Investment Income	68,991	90,000	70,000	55,000	0.07%	-38.89%
Contributions and Donations	2,000	-	-	100,000	0.13%	100.00%
Miscellaneous Revenues	1,476,816	1,375,212	1,633,297	1,590,701	2.06%	15.67%
Bond Proceeds	-	-	336,197	1,033,000	1.34%	100.00%
Transfers In	8,694,145	9,316,123	9,316,123	9,652,187	12.51%	3.61%
<b>Total Revenues</b>	<b>71,646,933</b>	<b>73,380,225</b>	<b>74,632,907</b>	<b>77,180,158</b>	<b>100.00%</b>	<b>5.18%</b>
<b>Operating Expenditures</b>						
<b>General Government</b>						
City Council	47,375	60,015	57,571	54,211	0.07%	-9.67%
* City Manager	322,450	338,610	318,562	475,290	0.61%	40.37%
External Assistant City Manager	225,215	240,971	226,703	196,306	0.25%	-18.54%
Internal Assistant City Manager	227,830	234,943	224,626	238,564	0.31%	1.54%
City Auditor & Compliance Office	112,783	117,599	113,242	119,964	0.15%	2.01%
Municipal Court	878,452	944,056	876,029	976,507	1.26%	3.44%
Public Information Office	181,006	207,860	196,805	217,403	0.28%	4.59%
City Attorney	781,985	815,829	811,481	875,403	1.13%	7.30%
* City Secretary	99,913	116,999	103,727	140,009	0.18%	19.67%
* Finance	1,010,502	1,007,453	850,308	1,387,501	1.79%	37.72%
EMS Billing & Collections	229,266	248,811	230,182	239,722	0.31%	-3.65%
Purchasing	225,174	252,177	232,229	255,080	0.33%	1.15%
* Building Services	365,779	346,831	327,513	824,803	1.07%	137.81%
Custodial Services	687,496	758,334	709,467	637,876	0.82%	-15.88%
Printing Services	184,243	186,863	190,909	194,299	0.25%	3.98%
Support Services	119,032	133,936	121,256	125,189	0.16%	-6.53%
* Human Resources	638,454	872,000	673,931	1,021,559	1.32%	17.15%
Employee Assistance Program	103,377	166,000	182,850	177,000	0.23%	6.63%
* Information Technology	1,030,037	1,142,357	1,974,605	1,992,553	2.57%	74.42%
Planning and Development	588,083	627,329	621,095	664,727	0.86%	5.96%
Building and Inspection	892,870	916,600	866,544	940,425	1.21%	2.60%
Code Enforcement	972,519	974,206	892,109	1,001,431	1.29%	2.79%
* Non-Departmental	6,683,194	7,087,606	7,569,668	3,961,897	5.12%	-44.10%
<b>Total General Government</b>	<b>16,607,035</b>	<b>17,797,385</b>	<b>18,371,412</b>	<b>16,717,719</b>	<b>21.57%</b>	<b>-6.07%</b>

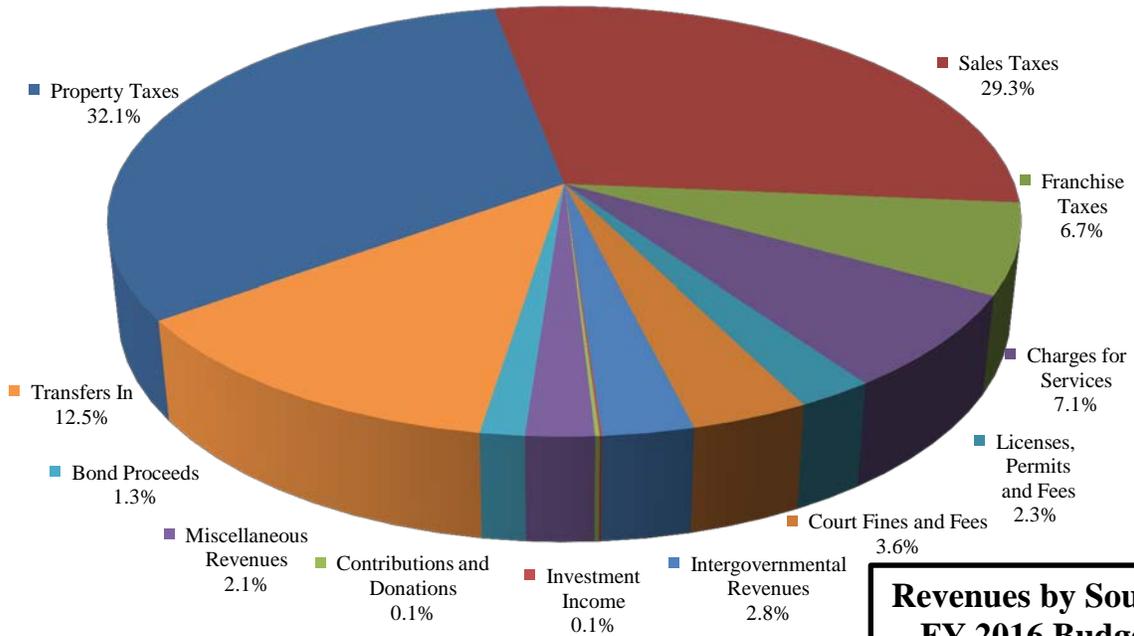
**General Fund  
Budget Summary (continued)  
FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>	<b>Percent of Budget</b>	<b>% Change</b>
<b>Public Safety</b>						
Police	25,807,974	24,943,390	26,213,019	28,679,929	37.08%	14.98%
Animal Services	673,535	816,032	860,010	981,040	1.27%	20.22%
Fire	17,512,310	17,235,086	18,076,560	17,818,599	23.02%	3.39%
* Emergency Mgmt / Homeland Security	74,608	124,902	119,545	157,299	0.20%	25.94%
<b>Total Public Safety</b>	<b>44,068,427</b>	<b>43,119,410</b>	<b>45,269,134</b>	<b>47,636,867</b>	<b>61.57%</b>	<b>10.48%</b>
<b>Public Works</b>						
Public Works	205,619	235,176	196,679	231,470	0.30%	-1.58%
Traffic	393,583	353,364	280,801	384,941	0.50%	8.94%
Streets	3,533,970	3,186,574	3,371,445	3,420,282	4.42%	7.33%
<b>Total Public Works</b>	<b>4,133,172</b>	<b>3,775,114</b>	<b>3,848,925</b>	<b>4,036,693</b>	<b>5.22%</b>	<b>6.93%</b>
<b>Community Services</b>						
Volunteer Services	173,636	181,738	187,261	156,936	0.20%	-13.65%
Golf Course	1,454,888	1,408,738	1,356,633	1,456,490	1.88%	3.39%
Community Center Operations	169,343	262,491	62,436	178,020	0.23%	-32.18%
Parks	1,790,116	1,778,829	1,680,008	1,874,286	2.42%	5.37%
Lions Club Park Operations	756,668	759,132	694,932	1,051,947	1.36%	38.57%
Family Aquatics Center	443,723	469,113	402,971	372,833	0.48%	-20.52%
Recreation	147,739	194,164	208,530	261,848	0.34%	34.86%
Athletics	369,958	376,537	358,779	363,817	0.47%	-3.38%
Cemetery	302,066	335,371	284,380	303,089	0.39%	-9.63%
Senior Citizens	241,646	244,310	227,712	250,760	0.32%	2.64%
Swimming Pools	27,492	25,824	25,824	26,374	0.03%	2.13%
<b>Total Community Services</b>	<b>5,877,275</b>	<b>6,036,247</b>	<b>5,489,466</b>	<b>6,296,400</b>	<b>8.12%</b>	<b>4.31%</b>
<b>Community Development</b>						
Library	1,326,744	1,345,368	1,262,297	1,376,069	1.78%	2.28%
Killeen Arts and Activities Center	361,989	394,936	364,862	474,125	0.61%	20.05%
Community Development	403,507	336,122	308,753	337,238	0.44%	0.33%
HOME Program	49,540	52,175	48,816	53,830	0.07%	3.17%
Lien Services	-	142,320	135,317	141,661	0.18%	-0.46%
<b>Total Community Development</b>	<b>2,141,780</b>	<b>2,270,921</b>	<b>2,120,045</b>	<b>2,382,923</b>	<b>3.08%</b>	<b>4.93%</b>
<b>Total Operating Expenditures</b>	<b>72,827,689</b>	<b>72,999,077</b>	<b>75,098,982</b>	<b>77,070,602</b>	<b>99.56%</b>	<b>5.58%</b>
<b>Non-Operating Expenditures</b>						
Capital Outlay	821,239	2,134,317	2,057,674	340,366	0.44%	-84.05%
<b>Total Non-Operating Expenditures</b>	<b>821,239</b>	<b>2,134,317</b>	<b>2,057,674</b>	<b>340,366</b>	<b>0.44%</b>	<b>-84.05%</b>
<b>Total Expenditures</b>	<b>73,648,928</b>	<b>75,133,394</b>	<b>77,156,656</b>	<b>77,410,968</b>	<b>100.00%</b>	<b>3.03%</b>
<b>Net Change in Fund Balance</b>	<b>(2,001,995)</b>	<b>(1,753,169)</b>	<b>(2,523,749)</b>	<b>(230,810)</b>		
<b>Fund Balance, Beginning</b>				<b>17,382,639</b>		
<b>Fund Balance, Ending</b>				<b>\$17,151,829</b>		

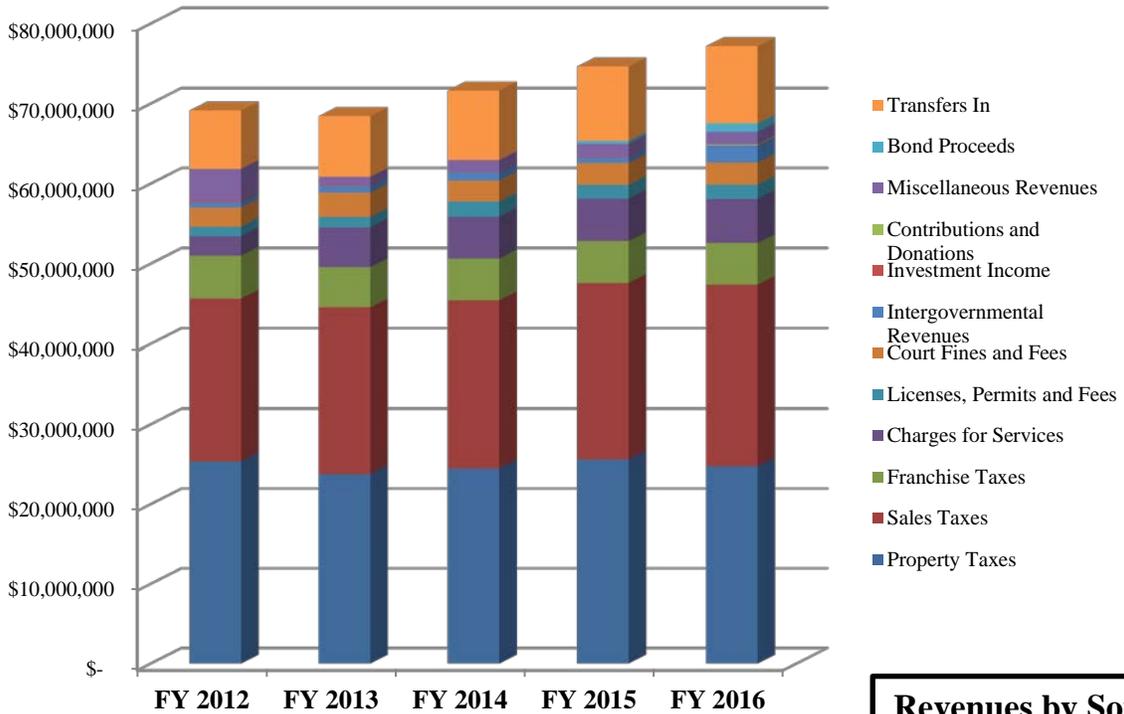
\* Non-Departmental budget was reallocated among departments

# General Fund

## -Revenues-



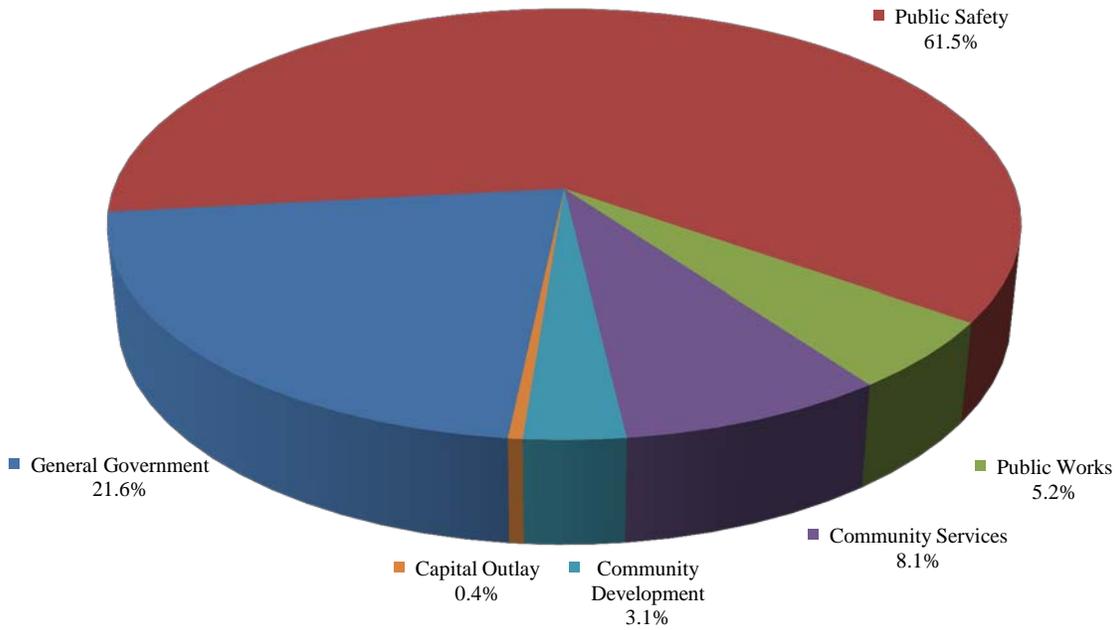
**Revenues by Source  
FY 2016 Budget**



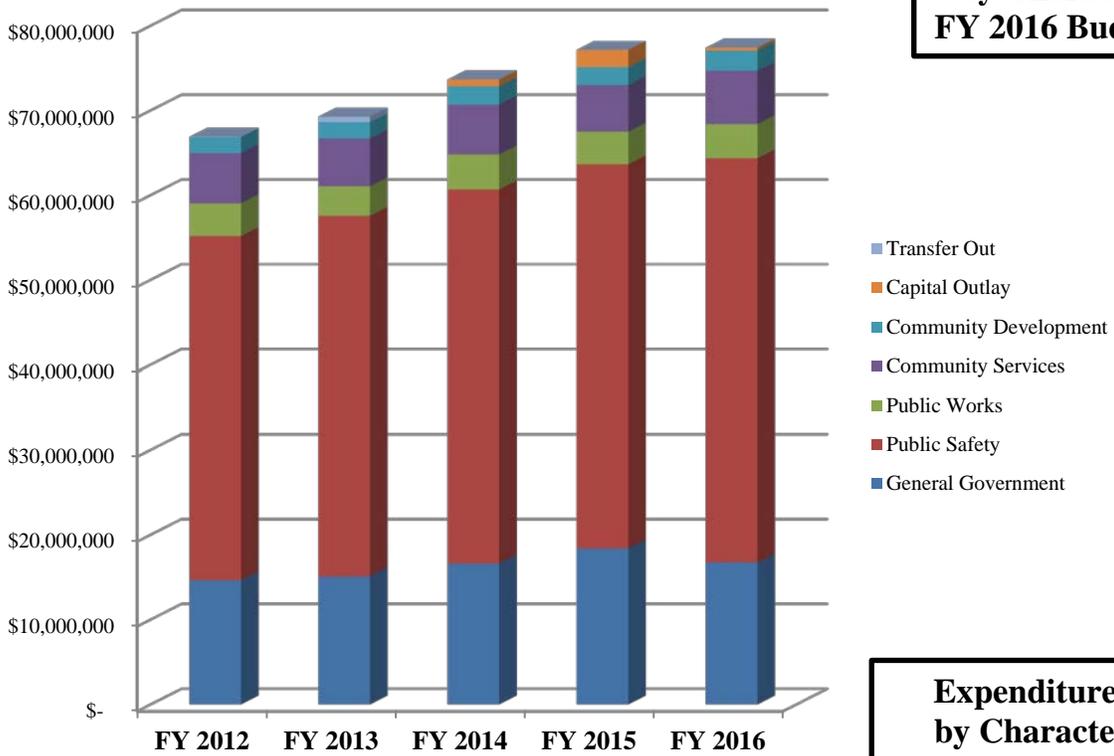
**Revenues by Source  
Last Five Years**

# General Fund

## -Expenditures-



**Expenditures  
by Character  
FY 2016 Budget**



**Expenditures  
by Character  
Last Five Years**

**CITY OF KILLEEN**  
**General Fund**  
**Revenues**  
**FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
<b>Taxes</b>				
<b>Property Taxes</b>				
Ad Valorem Taxes	\$ 23,921,659	\$ 24,018,999	\$ 25,263,676	\$ 24,952,513
Tax Discounts	-	-	-	(623,813)
Delinquent Ad Valorem Taxes	196,301	240,000	131,330	196,000
Delinquent Tax Penalties & Interest	271,326	264,000	207,635	271,000
Delinquent Tax Fees	87,067	83,500	-	-
Ad Valorem to TIRZ	-	-	-	(36,037)
<b>Total Property Taxes</b>	<b>24,476,353</b>	<b>24,606,499</b>	<b>25,602,641</b>	<b>24,759,663</b>
<b>Sales Tax</b>				
Sales Tax	20,396,264	20,981,760	21,457,129	22,100,843
Bingo Tax	258,546	240,000	250,000	250,000
Mixed Beverage Tax	293,502	247,200	277,152	278,600
<b>Total Sales Tax</b>	<b>20,948,312</b>	<b>21,468,960</b>	<b>21,984,281</b>	<b>22,629,443</b>
<b>Franchise Tax</b>				
Telephone Franchise Fees	195,713	190,000	228,713	200,000
Miscellaneous Telephone	32,891	90,000	32,000	32,000
Gas Franchise Fees	364,595	350,000	306,000	305,000
Cable Television Franchise Fees	1,017,857	1,060,000	1,039,301	1,030,000
Taxi Cabs Franchise Fees	2,950	2,800	6,100	6,100
Electric Franchise Fees	3,611,376	3,500,000	3,622,000	3,622,000
<b>Total Franchise Tax</b>	<b>5,225,382</b>	<b>5,192,800</b>	<b>5,234,114</b>	<b>5,195,100</b>
<b>Total Taxes</b>	<b>50,650,047</b>	<b>51,268,259</b>	<b>52,821,036</b>	<b>52,584,206</b>
<b>Licenses, Permits and Fees</b>				
Taxi Operators License	4,330	4,500	4,500	4,500
Code Enforcement - Abatement	225,829	370,000	250,000	250,000
Food Handlers Permits	24,550	23,500	24,600	24,000
Mechanical Inspection Permits	48,559	48,000	43,000	45,000
Building Plans Review Fees	107,107	105,000	97,310	100,000
Garage Sale Permits	10,540	12,500	11,000	11,000
Contractor License	63,525	65,000	80,000	96,000
Certificates of Occupancy	38,070	38,000	40,000	38,000
Trailer Court License/Permits	9,045	9,800	9,500	1,000

**CITY OF KILLEEN**  
**General Fund**  
**Revenues**  
**FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Building Permits & Inspections	981,434	560,000	759,924	800,000
Electrical Inspections/Permits	117,213	110,000	115,000	115,000
Plumbing Inspections/Permits	141,824	110,000	120,000	110,000
Inspection Fees	25,170	20,000	27,309	36,780
TABC Permits and Licenses	16,540	25,000	48,870	25,000
Animal Control Fees	85,062	114,000	93,495	125,400
<b>Total Licenses, Permits and Fees</b>	<b>1,898,798</b>	<b>1,615,300</b>	<b>1,724,508</b>	<b>1,781,680</b>
<b>Fines</b>				
Municipal Court Receipts	2,097,490	2,600,000	2,191,131	2,200,000
Municipal Court Time Payments	39,213	42,500	45,000	45,000
Arrest Fees	254,430	360,000	250,000	250,000
Parking Fines	9,003	15,500	12,000	12,000
Court Tax Service Fees	134,976	165,000	155,991	155,000
Traffic Cost	49,840	72,000	49,719	49,900
Jury Fees	15	24	31	150
Commercial Motor Vehicle Fine	44,780	35,000	32,625	35,000
<b>Total Fines</b>	<b>2,629,747</b>	<b>3,290,024</b>	<b>2,736,497</b>	<b>2,747,050</b>
<b>Charges for Services</b>				
<b>General Charges for Services</b>				
Miscellaneous Police Receipts	46,362	50,000	45,000	45,000
Police Background Checks	5,727	5,000	6,000	6,000
Police - False Alarm Fees	525	3,000	1,400	1,500
Police - 2nd Hand Deal Fees	100	200	200	200
Graffiti Removal Fees	250	250	-	-
Planning & Zoning Fees	34,035	40,000	30,000	30,000
EMS Revenue	2,706,377	2,900,000	2,748,659	2,854,970
Revenue Recovery Fees	29,199	45,000	45,000	45,149
<b>Total General Charges for Services</b>	<b>2,822,575</b>	<b>3,043,450</b>	<b>2,876,259</b>	<b>2,982,819</b>
<b>Recreation Revenues</b>				
Swimming Pool Receipts	17,581	21,000	25,000	25,000
Pool Season Passes	165	500	175	175
Pool Reservations	1,150	1,500	1,200	1,200
Recreation Revenue	31,415	41,000	30,000	30,000
Recreational Classes	184	200	-	-

**CITY OF KILLEEN**  
**General Fund**  
**Revenues**  
**FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Cemetery Lots	33,660	45,000	33,000	33,000
Athletic Revenue	196,632	210,000	190,000	190,000
Swimming Pool Lessons	55,530	56,000	50,000	50,000
Life Guard Instruction Receipts	7,455	7,100	8,000	8,000
Facilities Revenue	27,540	35,000	32,000	32,000
Concession Stand Revenue	15,658	16,500	15,000	15,000
Lions Park Memberships	550,077	560,000	560,000	560,000
Capital Replacement Fee	23,105	21,000	23,000	23,000
Aquatics Revenue	258,788	275,000	275,000	265,000
Aquatics Concessions	9,600	10,500	12,000	12,000
Aquatics Center Rentals	55,150	52,000	50,000	50,000
Aquatic Center Season Passes	6,675	5,000	6,600	6,600
<b>Total Recreation Revenue</b>	<b>1,290,365</b>	<b>1,357,300</b>	<b>1,310,975</b>	<b>1,300,975</b>
<b>Golf Course</b>				
Trail Fees	18,413	20,000	16,000	16,000
Green Fee	353,028	405,707	350,000	393,452
Capital Improvement Fee	42,470	38,915	40,900	43,319
Pro Shop	149,146	150,510	148,155	151,388
Carts	211,063	276,526	224,919	261,966
Clubs	3,617	2,500	2,884	2,412
Annual Pass	140,111	150,000	145,218	145,123
Snack Bar	13,150	19,000	12,925	14,000
Cart Shed	76,983	82,000	79,963	78,557
Handicap Fees	1,620	1,273	1,205	1,257
Driving Range	63,741	75,000	55,570	74,274
Player Development	5,395	3,960	6,110	6,293
<b>Total Golf Course Revenue</b>	<b>1,078,737</b>	<b>1,225,391</b>	<b>1,083,849</b>	<b>1,188,041</b>
<b>Library</b>				
Library Xerox Charges	24,824	22,500	24,225	22,500
Library Fines and Contributions	15,541	17,500	17,030	17,000
<b>Total Library Revenue</b>	<b>40,365</b>	<b>40,000</b>	<b>41,255</b>	<b>39,500</b>
<b>Total Charges for Services</b>	<b>5,232,042</b>	<b>5,666,141</b>	<b>5,312,338</b>	<b>5,511,335</b>

**CITY OF KILLEEN**  
**General Fund**  
**Revenues**  
**FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Investment Income</b>				
Interest Earned	77,784	100,000	70,000	55,000
Inv-Market Value Adjust	(8,793)	(10,000)	-	-
<b>Total Investment Income</b>	<b>68,991</b>	<b>90,000</b>	<b>70,000</b>	<b>55,000</b>
<b>Contributions and Donations</b>				
	<b>2,000</b>	-	-	<b>100,000</b>
<b>Miscellaneous Revenues</b>				
Curb and Street Cuts	2,075	1,800	2,390	2,000
Processing Fee	429,583	450,000	406,829	400,000
Central Texas Trauma Council	-	-	3,259	3,138
Catering Revenue	3,242	3,500	94	-
Lease Revenue	165,351	155,412	274,039	310,025
Event Revenue	76,448	74,000	77,495	85,244
Sale of City Property	23,242	-	8,000	307,000
Restitution Tech Receipts	100	500	429	450
P-Card Rebate	50,536	60,000	96,090	116,644
Flex Spending Forfeitures	182,249	190,000	163,472	165,000
Insurance Proceeds	326,007	-	400,000	-
Open Records Fees	-	-	1,200	1,200
Miscellaneous Receipts	217,983	440,000	200,000	200,000
<b>Total Miscellaneous Revenues</b>	<b>1,476,816</b>	<b>1,375,212</b>	<b>1,633,297</b>	<b>1,590,701</b>
<b>Intergovernmental Revenue</b>				
Intergovernmental Revenue	572,407	326,920	(16,532)	75,712
Police Dept Grant - COPS Grant	-	-	-	499,235
LEOSE Revenue	16,219	-	-	-
Police Dept Grant - STEP Grant	81,600	99,246	99,246	114,656
Home Program	31,370	33,000	27,449	30,172
CDBG Administration	191,936	190,000	190,000	186,549
Title 5310 TXDOT	4,256	25,000	-	-
Texas Historical Commission	2,752	-	-	-
School Reimbursements	-	-	7,650	-
EMPG Grant	31,924	35,000	44,640	51,336
Fire Department Grant	37,813	-	13,925	-
TXDOT Annual Reimburse	24,070	50,000	24,070	24,070
Fire Academy	-	-	186,438	187,244

**CITY OF KILLEEN**  
**General Fund**  
**Revenues**  
**FY 2016**

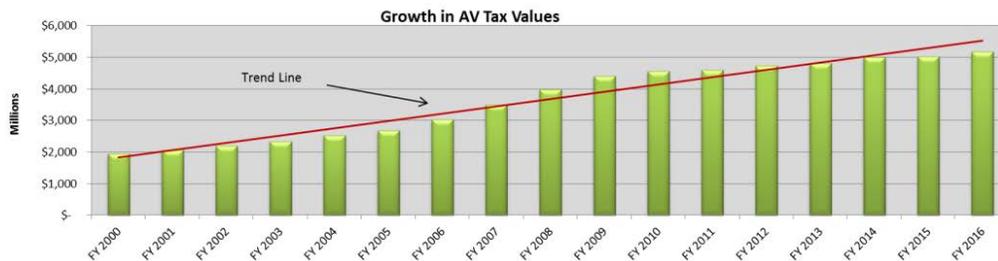
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
DV Exemption Reimbursement	-	-	-	850,000
Airport Security Reimbursement	-	-	106,025	106,025
<b>Total Intergovernmental Revenue</b>	<b>994,347</b>	<b>759,166</b>	<b>682,911</b>	<b>2,124,999</b>
<b>Transfers from Other Funds</b>				
Transfer from Water & Sewer	5,750,711	6,550,910	6,550,910	6,693,173
Transfer from Solid Waste	2,329,346	2,438,864	2,438,864	2,671,315
Transfer from Drainage Utility	299,564	304,592	304,592	287,699
Transfer from Fund 244	101,169	21,757	21,757	-
Transfer from Fund 347	213,355	-	-	-
<b>Total Transfers from Other Funds</b>	<b>8,694,145</b>	<b>9,316,123</b>	<b>9,316,123</b>	<b>9,652,187</b>
<b>Bond Proceeds</b>	<b>-</b>	<b>-</b>	<b>336,197</b>	<b>1,033,000</b>
<b>Total Revenues</b>	<b>\$ 71,646,933</b>	<b>\$ 73,380,225</b>	<b>\$ 74,632,907</b>	<b>\$ 77,180,158</b>

## - GENERAL FUND REVENUES - Revenue Assumptions

<b>Current Ad Valorem Taxes</b>	<b>\$24,952,513</b>
<b>Prompt Payment Discounts</b>	<b>(623,813)</b>
<b>Delinquent Ad Valorem Taxes</b>	<b>196,000</b>
<b>Penalty &amp; Interest</b>	<b>271,000</b>
<b>Payments to TIRZ</b>	<b>(36,037)</b>

Ad valorem tax revenues are projected using a combination of methods. First, the taxable values for properties within the City of Killeen are obtained from the Bell County Appraisal District, which appraises value for all property within Bell County. Next, the current tax levy is computed by applying the tax rate set by the City Council to the taxable roll. (A discussion of the development of the tax rate is contained in the “Tax & Bond Information” section of this document.) Finally, collection percentages based on historical experience for the City are applied to the current levy to project the various tax revenues.

The certified 2015 taxable value (for taxation in FY 2016) per the Appraisal District is \$5,175,292,421, an increase of \$155,744,577 or 3.1% from the 2014 taxable value. New property and improvements added \$136.7 million to the tax rolls, which was partially offset by a net decrease in the values of existing properties and increased exemptions. The chart below shows the change in taxable values over time.



Current tax revenue in the General Fund is calculated using the maintenance and operations tax rate of \$0.7498 per \$100 of taxable value and a collection rate of 98%. Delinquent tax revenues, and penalty and interest are calculated as a percentage of the estimated delinquent taxes receivable at the beginning of the fiscal year.

The City of Killeen offers early payment discounts on ad valorem taxes paid in October (3%), November (2%), and December (1%).

The TIRZ (Tax Increment Reinvestment Zone) was established in 2008, and a base tax value was established based on property values within the TIRZ boundaries at that time. Subsequent increases in property values within the TIRZ are “captured” and retained as TIRZ values. The City, County, and Central Texas College tax levies on TIRZ values are dedicated for projects and improvements in the TIRZ zone. The payment to the TIRZ zone represents the City’s taxes levied on the TIRZ values.

<b>Sales Tax</b>	<b>\$22,100,843</b>
<b>Bingo Tax</b>	<b>250,000</b>
<b>Mixed Beverage Tax</b>	<b>278,600</b>

---

Sales tax revenues are derived from the local sales tax which is 1.5% of taxable sales within the City. Mixed beverage tax revenue is derived from a state revenue sharing program for city and county mixed beverage tax allocations. State statutes levy a tax of 14% on the gross receipts from the sales of mixed beverages in Texas. Each city is entitled to receive an allocation of 10.7143% of the taxes collected within the city on a quarterly basis. Bingo tax receipts are derived from a state tax levy of 5% of gross receipts from bingo games within the city. The state rebates 50% of the taxes to the city.

Sales tax revenues are projected using a multi-year trend analysis. Sales tax revenues have increased each year since 1999 with the exception of FY 2009 and FY 2011. The changes range from -6.43% (FY 2009) to 10.76% (FY 2005), and FY 2015 receipts are projected to be up 5.2% from the prior year. FY 2015 revenues were projected using the estimated collections for FY 2014, with a 3% growth factor due to new retail development. The chart below shows the growth in sales tax revenues since 1999.

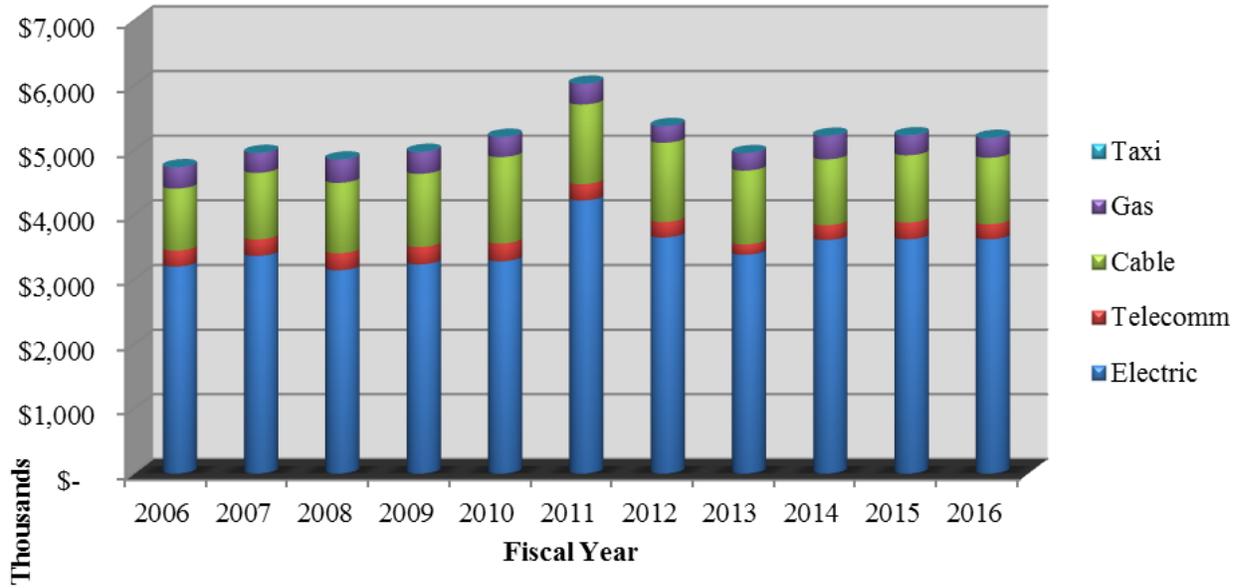


<b>Telecomm Line Access Fees</b>	<b>\$232,000</b>
<b>Gas Franchise</b>	<b>305,000</b>
<b>Cablevision Franchise</b>	<b>1,030,000</b>
<b>Taxi Franchise</b>	<b>6,100</b>
<b>Electric Franchise</b>	<b>3,622,000</b>

---

Utility companies that use the City’s streets and rights-of-way in the course of conducting their business pay fees to the City for that use. Franchise and access fees are paid by these companies as a percentage of gross receipts collected from their customers within the City of Killeen. FY 2016 revenues are projected using FY 2015 receipts as a benchmark.

## FRANCHISE & ACCESS FEES



The chart above shows that the bulk of these revenues are generated from electric franchise fees.

<b>Food Handers Permits</b>	<b>\$24,000</b>
<b>Mechanical, Heat &amp; A/C Permits</b>	<b>45,000</b>
<b>Plan Review Fees</b>	<b>100,000</b>
<b>Garage Sale Permits</b>	<b>11,000</b>
<b>Contractor Licenses</b>	<b>96,000</b>
<b>Certificates of Occupancy</b>	<b>38,000</b>
<b>Trailer Licenses and Permits</b>	<b>1,000</b>
<b>Building Permits</b>	<b>800,000</b>
<b>Electrical Permits</b>	<b>115,000</b>
<b>Plumbing Permits</b>	<b>110,000</b>
<b>Inspection Fees</b>	<b>36,780</b>
<b>Alcohol Permits</b>	<b>25,000</b>

These revenue streams are elastic in nature and are directly related to the level of construction activity in the community. The Central Texas area has not experienced housing market difficulties as significantly as other areas of the country. Construction activity has continued, as evidenced by permit numbers and revenues. The FY 2016 budget is projected based on FY 2015 levels.

<b>Municipal Court Fines</b>	<b>\$2,200,000</b>
<b>Local Time Payment Fees</b>	<b>45,000</b>
<b>Warrant &amp; Arrest Fees</b>	<b>250,000</b>
<b>Parking Fines</b>	<b>12,000</b>
<b>Municipal Court Admin Fees</b>	<b>155,000</b>
<b>Traffic Fees</b>	<b>49,900</b>
<b>Judicial Fees</b>	<b>150</b>
<b>Commercial Motor Vehicle Fines</b>	<b>35,000</b>

Court fines and fees are levied by the Municipal Judge for violations of State laws and City ordinances. The State also levies fees on municipal fines, which are collected by the City and

remitted to the State. The City is allowed to retain 10% of State fees as an administrative fee for collecting and processing the fees.

Court fines and fees are projected using multi-year trend analysis with ticket level and collection activity taken into account. FY 2016 revenues are projected to be at or above the FY 2015 year end projected levels.

---

**Ambulance Revenues** **\$2,854,970**

---

This revenue is dependent on the number of ambulance runs made each year, over which the City has very little control. Ambulance revenue is projected using a multi-year trend analysis, with consideration given for the level of ambulance runs, collection activity, and any rate changes. FY 2016 revenues are projected to be slightly higher than the FY 2015 year end projected levels.

---

**Inter-fund Transfers** **\$9,652,187**

---

Transfers from the Water and Sewer, Solid Waste, and Drainage Funds are for reimbursement of costs and payment in lieu of franchise fees. The FY 2016 budget includes:

- Franchise transfer to General Fund calculated as approximately 9% of budgeted operating revenues.
- Reimbursement transfer to General Fund for each fund's portion of administration costs.

---

**Interest Income** **\$55,000**

---

Interest income is projected using a cash flow analysis to estimate investable cash balances. Interest rate trends for the current year are also taken into account in developing the projection. The City will invest all idle cash in order to maximize earnings. All of the City's idle cash funds are invested in the depository bank, TexPool, TexStar, TexasTerm, money market accounts, or certificates of deposit. While investable cash balances are fairly stable from prior years, interest rates declined sharply in 2009 and have remained low. The projected interest earnings for FY 2016 are \$55,000, based on these lower interest rates.



***Dedicated Service – Every Day, for Everyone!***

## GENERAL FUND CITY COUNCIL

---

### DESCRIPTION

The City of Killeen operates under the Council – Manager form of government. The governing body consists of a separately elected mayor, four council members elected from the various districts in the City and three council members elected at large. The City Council, as the elected legislative branch of government, is responsible for making policy decisions. The Mayor occupies the highest elective office in the City of Killeen. The Mayor presides over council meetings and is recognized as the ceremonial and government head of the City. The Mayor is expected to provide the leadership necessary to keep the city moving in the proper direction. The Mayor Pro-Tem is a member of the council who performs the Mayor's duties during his or her absence. The Mayor Pro-Tem is selected by majority vote of the council from its own membership. The Mayor and City Council, as a governing body, gives direction to the City Manager who is the chief administrator of the City, and to the municipal and associate municipal judges.

---

### ACCOMPLISHMENTS

- Adopted a Budget and Plan of Municipal Services.
- Determined priorities among City projects and programs to best serve the Citizens of Killeen.
- Adopted ordinances promoting redevelopment and providing incentives in the Northside of Killeen.
- AA Bond Rating affirmed by Fitch Ratings.
- Received an ISO 1 Fire Rating designation for Killeen.
- Approved refunding of Bonds saving over \$600,000 in one issuance.
- Reached an agreement with Bell County to provide funding through a County-wide Hotel Motel Incentive Program.

•

---

### GOALS

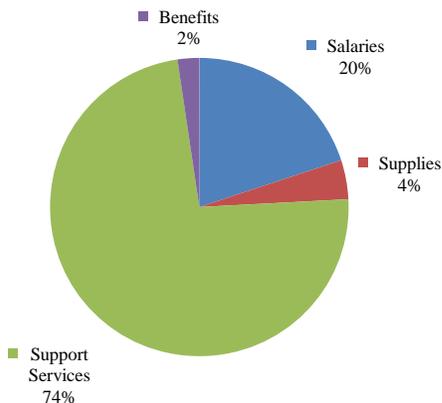
- Identify the needs of Killeen residents and develop policies that enhance quality of life in the City.
- Formulate policies and programs to meet the changing needs of the community.
- Participate and lead local and regional efforts.
- Promote community involvement and participation in the city's activities, services, and local government.
- Strive to represent the citizens of Killeen in dealing with the City's economic development, industrial development and overall growth.
- Maintain the financial integrity of the City.
- Participate in the Vision 2030 strategic planning effort.
- Adopt a fiscally responsible budget for the next fiscal year.
- Provide policy oversight and guidance for the City of Killeen.
- Work with the Killeen Economic Development Corporation to create new jobs and expand the tax base.
- Participate in the Joint Land Use Study in cooperation with Fort Hood.

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 11,000	\$ 10,800	\$ 10,800	\$ 10,800
Supplies	2,513	2,300	2,165	2,300
Support Services	33,007	46,044	43,750	39,844
Benefits	855	871	856	1,267
<b>Total Expenditures</b>	<b>\$ 47,375</b>	<b>\$ 60,015</b>	<b>\$ 57,571</b>	<b>\$ 54,211</b>

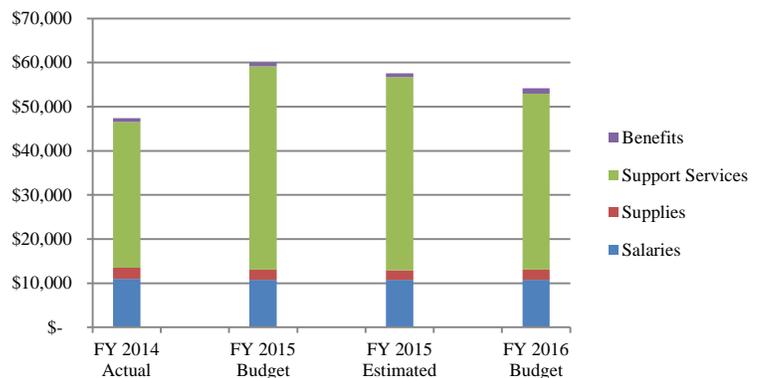
<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Mayor	1	1	1
At Large	3	3	3
District #1	1	1	1
District #2	1	1	1
District #3	1	1	1
District #4	1	1	1
<b>Total</b>	<b>8</b>	<b>8</b>	<b>8</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Ordinances / Resolutions passed	273	143	N/A
Strategic plan adopted	Yes	Yes	Yes

**Department Expenditures**



**Department Expenditures History**





***Dedicated Service – Every Day, for Everyone!***

**GENERAL FUND  
ADMINISTRATION**

**CITY OF KILLEEN  
FY2016 BUDGET**

**Description**

The Administration department is comprised of four divisions:

- 1. City Manager
- 2. Assistant City Manager External
- 3. Assistant City Manager Internal
- 4. City Auditor

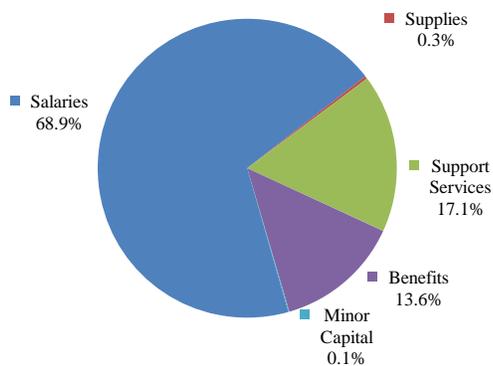
**Expenditure Summary**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 708,290	\$ 739,395	\$ 709,401	\$ 709,773
Supplies	2,650	3,929	2,350	3,205
Support Services	34,101	49,080	39,001	176,283
Benefits	141,987	139,019	131,352	139,863
Minor Capital	1,250	700	1,029	1,000
<b>Total</b>	<b>\$ 888,278</b>	<b>\$ 932,123</b>	<b>\$ 883,133</b>	<b>\$ 1,030,124</b>

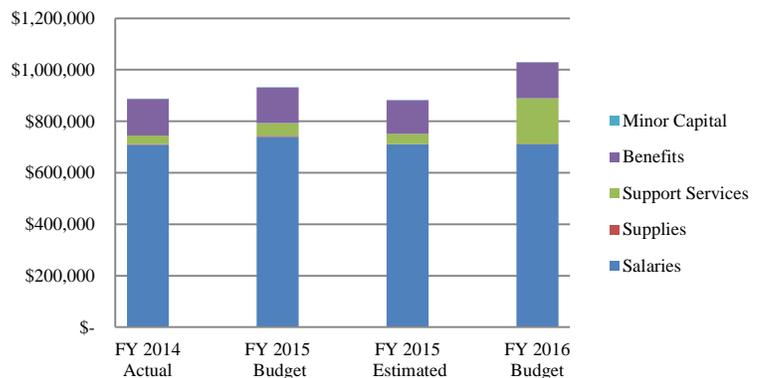
**Staffing**

	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
City Manager	1	1	1
Administrative Assistant II	1	1	1
Assistant City Manager	2	2	2
Administrative Assistant	2	2	2
City Auditor	1	1	1
<b>Total</b>	<b>7</b>	<b>7</b>	<b>7</b>

**Department Expenditures**



**Department Expenditure History**



## **GENERAL FUND CITY MANAGER**

### **DESCRIPTION**

---

The City Manager is the chief administrative and executive officer appointed by the City Council to provide leadership throughout the City's organization. Responsibilities include the administration of all City affairs, serving as a liaison between the policymaking and the administrative branches of City Government, and coordinating activities to effectively accomplish the City Council goals and objectives. The City Manager also acts as the City's representative and liaison to local groups, service organizations and businesses in the community, as well as at the County, State, and Federal levels. The City Manager ensures financial accountability, efficient use of resources, and is the City leader for the overall vision.

### **ACCOMPLISHMENTS**

---

- Hosted 1<sup>st</sup> Annual Citizens Academy.
- Continued construction and planning of the \$30 million Capital Improvement Program for Streets and Transportation needs.
- Completed construction phase of the Rosewood/190 Pass Through Improvements Project.
- Led the development of the \$20 million Capital Improvements Program.
- Secured \$1.6 million in funding through the Department of Justice (COPS Grant).
- Secured \$4.4 million in funding through the Department of Homeland Security (SAFER Grant).
- Reaffirmed AA Bond Rating.

### **GOALS**

---

- Work with the Killeen Economic Development Corporation to seek out quality development opportunities.
- Promote and support a safe, peaceful community and a positive image of the City.
- Plan and provide for new public facilities, infrastructure and programs.
- Improve citizen awareness and understanding of City programs, services, and issues.
- Ensure delivery of quality services to citizens through effective leadership, management, and administration.
- Coordinate the implementation of City Council goals and objectives with all City departments.
- Organize and mobilize City departments to address the priorities established by the City Council.
- Provide overall management of all City departments ensuring the mission of "Dedicated Service, Every Day for Everyone" is achieved.
- Provide effective communication between the City Council, staff, residents and other customers.
- Begin construction of Trimmier Road and W.S. Young Drive improvements.
- Relocate the Information Technology Department to the city-owned "Cornerstone" building on Avenue D.
- Continue planning efforts for the future growth and development of the City.
- Complete the Golf Course Reuse Project.
- Complete master planning water reuses projects and opportunities in the city of Killeen.
- Oversee the Vision 2030 Strategic Planning Process and the Joint Land Use Study.
- Begin construction phase of Fire Station #9.

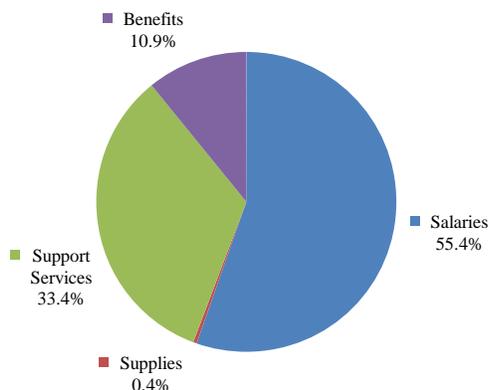
<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 249,966	\$ 261,981	\$ 250,034	\$ 263,210
Supplies	913	1,350	1,185	1,765
Support Services	14,192	25,285	21,017	158,703
Benefits	57,379	49,994	46,326	51,612
<b>Total Expenditures</b>	<b>\$ 322,450</b>	<b>\$ 338,610</b>	<b>\$ 318,562</b>	<b>\$ 475,290</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
City Manager	1	1	1
Administrative Assistant II	1	1	1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>

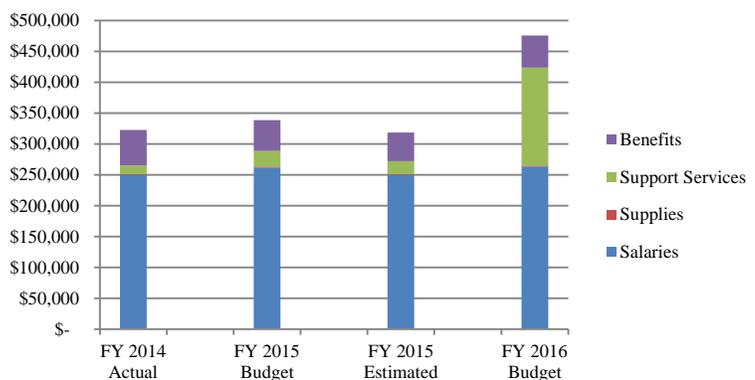
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Presented monthly/quarterly operating, legislative, and business reports to city council	16	18	18

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Fund balance reserve, target 25%	29.1%	22.67%	22.16%
Bond Ratings:			
Standard & poor's	AA	AA	AA
Fitch	AA	AA	AA

**Department Expenditures**



**Department Expenditures History**



**GENERAL FUND  
ASSISTANT CITY MANAGER (EXTERNAL)**

---

**DESCRIPTION**

---

The Assistant City Manager (External) is the chief administrative and executive officer in the absence of the City Manager. The Assistant City Manager's (External) office is responsible for providing leadership throughout the City's organization and specifically oversees the Aviation Department, Community Services Department, Community Development Department, Planning and Development Department, and the Public Works Department. Responsibilities include providing guidance to assigned departments and divisions ensuring city goals and work plans are achieved.

**ACCOMPLISHMENTS**

---

- Supported departments and associated committees to ensure effectiveness and efficiency of operations.
- Worked with city departments' budget development.

**GOALS**

---

- Provide support to the City Manager's office.
- Serve as the conduit between city government and the citizens of Killeen.
- Continued support of the City Manager and City Council.
- Continue to seek efficiencies throughout the City of Killeen's operations.
- Continue to promote TEAM Killeen throughout the organization.
- Insure timely delivery of projects and services within the Departments.

**GENERAL FUND  
ADMINISTRATION  
ASSISTANT CITY MANAGER (EXTERNAL)**

**CITY OF KILLEEN  
FY2016 BUDGET**

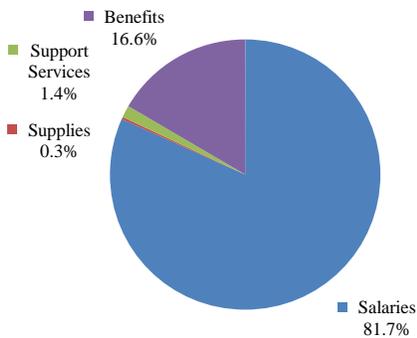
<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 187,650	195,459	\$ 187,980	\$ 160,425
Supplies	488	1,079	405	540
Support Services	4,118	8,775	4,442	2,805
Benefits	32,959	35,658	33,876	32,536
<b>Total Expenditures</b>	<b>\$ 225,215</b>	<b>\$ 240,971</b>	<b>\$ 226,703</b>	<b>\$ 196,306</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Assistant City Manager	1	1	1
Administrative Assistant	1	1	1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>

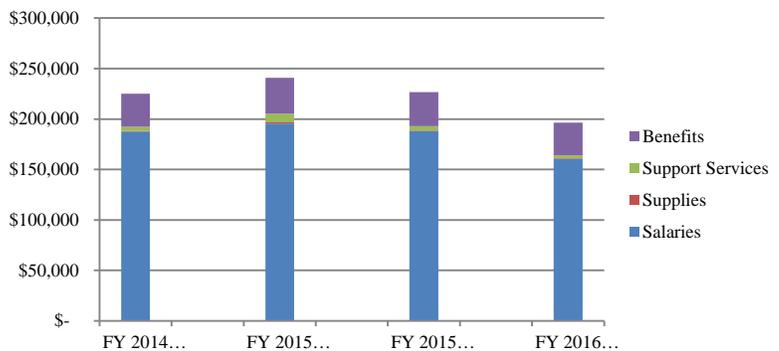
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Meetings attended by ACM	720	700	195

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Citizen requests resolved per week	97.0%	98.0%	99.0%

**Department Expenditures**



**Department Expenditures History**



**GENERAL FUND  
ASSISTANT CITY MANAGER (INTERNAL)**

---

**DESCRIPTION**

---

The Assistant City Manager (Internal) is the chief administrative and executive officer in the absence of the City Manager; responsible for providing leadership throughout the city's departments and organizations; leading the leaders of the internal services departments including Finance, Human Resources, Information Technology, and Support Services; and ensuring that work plans are executed and city objectives, achieved.

**ACCOMPLISHMENTS**

---

- Primary tasks have revolved around staffing, studying, gathering input, assessing backwards, and planning forward.
  - Finance: process charters in various steps of completion (financial/FLASH reports, timekeeping, GAAP, and encumbrances).
  - Human Resources: reinvented benefits plan, customer service training, documented workflow (hiring, exiting, and responding to complaints).
  - Information Technology: restructured department, code enforcement equipped, fiber loop (first two phases), call manager (updated), selectron implemented, SunGard charter (ongoing), and five-year replacement program for desk computers, cores, and switches continues.
  - Support Services: JLUS and OEA grants approved, energy assessment completed, Cornerstone remodeling, security plan developed (three projects completed).

**GOALS**

---

- Facilitate the success of Finance, Human Resources, Information Technology, and Support Services. (See below).
- Teach and practice leadership.
- Analyze, integrate, and utilize feedback provided by process audits and survey monkey.
- Provide support to the city manager's office. (See below for related objectives).
  - Finance: solidify integration of EMS billing into the department, implement grants workflow, and complete the RFP/Q process for merchant and collection services.
  - Human Resources: analyze benefits design, assess crime insurance strategy, develop and implement a framework for professional learning, develop a retention strategy, implement job description strategy and records management charter, and documentation training.
  - Information Technology: Document infrastructure, hardware, and software, and procedures, ESPY, strengthen technology infrastructure, including replacement programs for cores, switches, and desk-top computers and expand the connectivity (both intranet and internet), Phase 2 of 5, strengthen communications strategies.
  - Support Services: Plan and implement security and facility improvements, complete JLUS and OEA projects, complete Cornerstone renovation.
  - Support to the City Manager's Office: update KEEP, initiate refrigerant conversion, develop supervisor training, facilitate success of VISION 2030 2.0, assess the appraisal system and develop professional learning plans, response to Gradient Solutions audit, develop departmental performance goals system aligned with VISION 2030 2.0, update civil service local rules and IS-wide emergency certification training completed.

**GENERAL FUND  
ADMINISTRATION  
ASSISTANT CITY MANAGER (INTERNAL)**

**CITY OF KILLEEN  
FY2016 BUDGET**

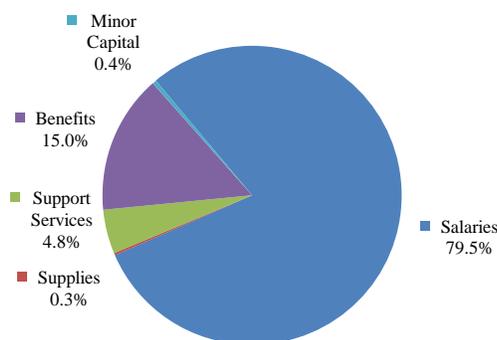
<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 180,084	\$ 187,532	\$ 180,576	\$ 189,760
Supplies	1,016	1,200	617	600
Support Services	12,672	11,100	10,200	11,400
Benefits	32,808	34,411	32,360	35,804
Minor Capital	1,250	700	873	1,000
<b>Total Expenditures</b>	<b>\$ 227,830</b>	<b>\$ 234,943</b>	<b>\$ 224,626</b>	<b>\$ 238,564</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Assistant City Manager	1	1	1
Administrative Assistant	1	1	1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>

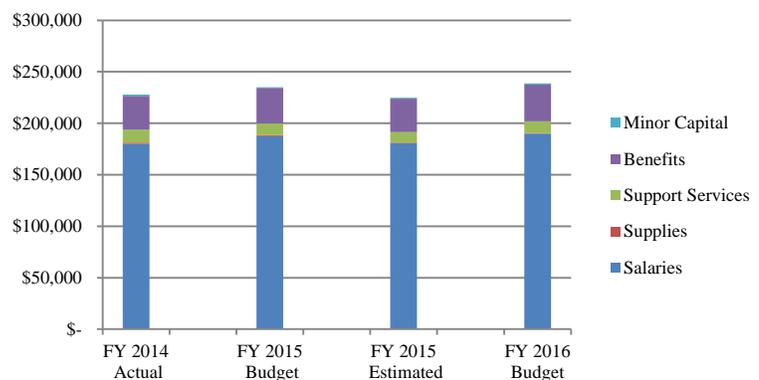
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Training modules (HR, IT, and leadership) and training plans (Finance, HR, IT, and Support Services)	2	1	1
KEEPR reviewed and revised (71 policies)	9	15	17
Feedback action plans (Finance, HR, IT, and Support Services)	1	4	-
Desk top manuals (IT and Finance)	-	10	-
Process charts and strategies (Finance and HR)	7	5	7
Dashboards for internal services (Support Services)	1	4	2

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Employee Appraisals completed within 14 days	100%	100%	100%

**Department Expenditures**



**Department Expenditures History**



## **GENERAL FUND CITY AUDITOR**

---

### **DESCRIPTION**

---

Under the direction of the City Council, the City Auditor provides an independent appraisal of City operations. Responsibilities include the development and implementation of all internal audit functions for the City, including conducting financial and operational audits of the management of City departments, programs and activities as well as private companies doing business with the City through contractual agreements. The City Auditor applies Generally Accepted Accounting Principles (GAAP) to analyze financial information, prepare financial reports, and ensures fiscal compliance with the standards set by the Governmental Accounting Standards Board (GASB).

### **ACCOMPLISHMENTS**

---

- Conducted financial, internal control and compliance audits, and special reviews as documented in the Annual Audit Plan.
- Conducted regular reviews of compliance programs and investigated alleged violations of compliance guidelines.
- Prepared corrective action plans to monitor adherence to audit recommendations.
- Prepared the City of Killeen Comprehensive Annual Financial Report.

### **GOALS**

---

- Develop and implement an annual audit plan based on the needs of the organization and risk assessment.
- Implement Ethics and Fraud prevention training for City employees.

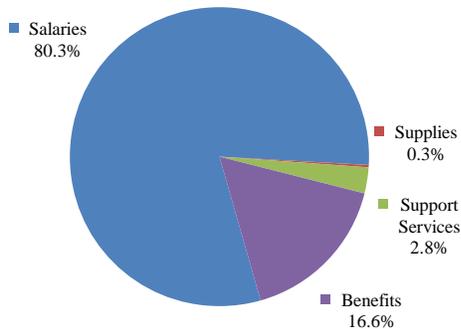
<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 90,590	\$ 94,423	\$ 90,811	\$ 96,378
Supplies	233	300	143	300
Support Services	3,119	3,920	3,342	3,375
Benefits	18,841	18,956	18,790	19,911
Minor Capital	-	-	156	-
<b>Total</b>	<b>\$ 112,783</b>	<b>\$ 117,599</b>	<b>\$ 113,242</b>	<b>\$ 119,964</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
City Auditor	1	1	1
<b>Total</b>	<b>1</b>	<b>1</b>	<b>1</b>

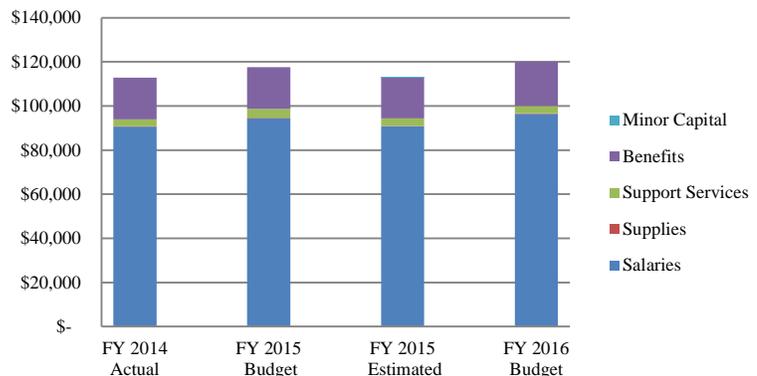
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Internal audits	6	6	8
Comprehensive Annual Financial Report	1	1	1

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Violations of city compliance issues investigated/audited within 12 months of discovery	100%	100%	100%
Audit recommendations that management agrees to implement	100%	100%	100%
Audits/reviews completed	100%	100%	100%

**Department Expenditures**



**Department Expenditure History**



## **GENERAL FUND MUNICIPAL COURT**

---

### **DESCRIPTION**

---

The Killeen Municipal Court of Record is responsible for the adjudication of all Class C Misdemeanors occurring within the jurisdiction of the City of Killeen to include penal code, traffic code and City Ordinance violations, as well as limited civil cases.

### **ACCOMPLISHMENTS**

---

- The community garden produced and donated over 2885 pounds of fruits and vegetables to the Killeen Soup Kitchen, the Killeen Food Bank and to two Killeen senior citizens centers.
- Implemented new court software which has resulted in a cost savings in supplies and streamlined court processes.
- Created and implemented a new Teen Court program which consists of 15 teen volunteers who act as Prosecutors and Defense Attorneys for the sentencing phase of eligible juvenile and minor cases.
- Community garden was selected for the site of the Master Gardeners 2015 State Conference.
- Established a community service program for indigent Defendants.
- Conducted one warrant round up in order to bring defendants into compliance with court orders.

### **GOALS**

---

- Interpret laws and apply them impartially to ensure the integrity of the court, instill the public's trust and confidence in the judicial system, and to ensure justice is done.
- Conduct all matters before the Court efficiently in a fair and impartial manner.
- Ensure compliance with appearance requirements and court orders.
- Collect fines and costs and remit to the city and state as required.
- Report to state agencies as mandated by statute.
- Ensure that efficient case flow management practices are in place.
- Provide excellent customer service to the public.
- Explore methods to improve the efficiency of the flow of customers in the court lobby.
- Reduce the number of outstanding warrants by utilizing the expertise of the law firm Linebarger, Goggan, Blair & Sampson, LLP.
- Conduct a warrant round up to clear outstanding warrants.
- Reduce paper records by scanning back log of closed case files and destroying the paper records.
- Continue to support a full-fledged teen court program.
- Utilize court software in a manner that ensures the court operates at a high level of efficiency.
- Update technology in the court room.
- Continue to work towards a paperless environment.
- Conduct at least one warrant round up.

**GENERAL FUND  
MUNICIPAL COURT**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 669,008	\$ 713,315	\$ 629,200	\$ 699,940
Supplies	22,730	15,395	16,496	19,688
Repairs	3,147	3,000	3,365	3,000
Support Services	3,539	7,730	49,213	48,799
Benefits	180,028	204,616	177,505	205,080
Minor Capital	-	-	250	-
Capital Outlay	44,904	-	-	-
<b>Total</b>	<b>\$ 923,356</b>	<b>\$ 944,056</b>	<b>\$ 876,029</b>	<b>\$ 976,507</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Presiding Judge	1	1	1
Associate Judge	1	1	1
Clerk of the Court	1	1	1
Assistant Clerk of the Court	1	1	1
Compliance/Collections Manager	1	1	1
Compliance/Collections Enforce	1	1	1
Executive Assistant	1	1	1
City Marshal	1	1	1
Deputy City Marshal	2	2	2
Accounting Clerk	1	1	1
Files Clerk	1	1	1
Senior Collections Clerk	1	1	1
Deputy Court Clerk	10	10	10
<b>Total Staffing</b>	<b>23</b>	<b>23</b>	<b>23</b>

<b>Special Revenue Funds</b>			
Bailiff	1	1	1
Juvenile Case Manager	1	2	2
<b>Total Special Revenue Funds Staffing</b>	<b>2</b>	<b>3</b>	<b>3</b>
<b>Total</b>	<b>25</b>	<b>26</b>	<b>26</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Number of cases filed	30,811	26,242	30,803
Teen court cases filed	300	280	311
Warrants issued	6,359	3,637	7,767
Warrants cleared	6,077	4,248	5,162

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Percentage of warrants cleared	94.0%	117%	94.00%

## **GENERAL FUND PUBLIC INFORMATION**

---

### **DESCRIPTION**

---

The Public Information Department plans and implements the public relations program for the City of Killeen. It develops and maintains a positive public image for the city by keeping the public informed of services, disruptions in service, city activities, accomplishments and other useful information. The Public Information Department is responsible for resident relations, media relations, employee relations, community engagement, protocol, publications, the city website, social media and the government access channel. It is also responsible for the city's federal and state legislative efforts, event planning, and service on various committees in city government and the community and providing assistance to the Mayor, City Council and City Manager.

### **ACCOMPLISHMENTS**

---

- Hosted the first Killeen Citizen's Academy, which graduated 22 participants.
- Chaired the city employee United Way Campaign raising \$177,500, the most of all givers in the community, a new Team Killeen record and a 15% increase over the previous year's record.
- Administered the Employee of the Month program and presented 12 awards.
- Led the Team Killeen Committee, which planned and hosted the employee picnic and awarded 12 Team Spirit Awards.
- Planned and hosted five employee wellness seminars.
- Assisted in planning and hosting 14 community events.
- Managed the City Speakers Bureau and arranged and supported 17 speaking engagements.

### **GOALS**

---

- Provide relevant, concise, timely information to residents, media and staff through various communication tools to enhance the relationship between the City of Killeen and its customers.
- Instill public trust in the City of Killeen and create a positive city image.
- Create a positive work environment for Team Killeen through morale and wellness programs.
- Expand and improve Public Information support of all city departments.
- Improve the City website to include updating current site and adding new features.
- Expand and enhance the City of Killeen social media presence.
- Continue progress on the City's legislative agendas.
- Plan and host the 2015 Employee Picnic and other Team Killeen Committee employee morale initiatives.
- Host the Killeen Citizen's Academy.

**GENERAL FUND  
PUBLIC INFORMATION**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 129,565	\$ 142,711	\$ 137,517	\$ 145,240
Supplies	11,797	17,578	17,128	20,578
Support Services	7,273	14,750	9,650	44,344
Benefits	29,645	32,821	32,510	34,741
Minor Capital	2,726	-	-	-
<b>Total</b>	<b>\$ 181,006</b>	<b>\$ 207,860</b>	<b>\$ 196,805</b>	<b>\$ 244,903</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Executive Director of Public Information	0.5	0.5	0.5
Public Information Officer	0.7	0.7	0.7
Executive Assistant	0.6	0.6	0.6
Community Engagement Coordinator	0.7	0.7	0.7
<b>Total</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>

<b>Special Revenue Fund</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Executive Director of Public Information	0.5	0.5	0.5
Public Information Officer	0.3	0.3	0.3
Executive Assistant	0.4	0.4	0.4
Community Engagement Coordinator	0.3	0.3	0.3
Government Channel Producer	2.0	2.0	2.0
<b>Total Special Revenue Fund Staffing</b>	<b>3.5</b>	<b>3.5</b>	<b>3.5</b>
<b>Total Staffing</b>	<b>6.0</b>	<b>6.0</b>	<b>6.0</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Press releases issued	175	200	150
City council meetings produced	24	24	24
Number of Facebook fans	4,100	6,853	7,500
City insight issues produced	2	3	3
City beat issues produced	11	12	12
WOW issues produced	9	12	12
Events coordinated	16	14	12
Team spirit awards	7	12	12
Employee of the month awards	9	12	12
Speakers bureau engagements	38	17	25
Website visits	1,072,197	1,075,304	1,000,000
Mayoral proclamations, letters and awards	76	127	100
City videos produced	59	39	40

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Return of news stories to press releases	134%	141%	150%
Increase in Facebook followers	65%	70%	25%

## **GENERAL FUND VOLUNTEER SERVICES**

### **DESCRIPTION**

---

The Volunteer Services Division coordinates and implements the volunteer programs for the City of Killeen. In addition, the Volunteer Services Division works with the 501(c) (3) corporation, Killeen Volunteers, Inc., and its four program committees, which are comprised of Keep Killeen Beautiful, Celebrate Killeen Committee, Killeen Volunteer Corps and the Youth Advisory Commission. Volunteer Services coordinates a number of local, state, and national community projects and events throughout the year in an effort to enhance the quality of life in Killeen and to promote volunteerism in the community.

### **ACCOMPLISHMENTS**

---

- Hosted the annual Christmas Parade, Tree Lighting Program, Outdoor Lighting Contest, Celebrate Killeen Festival, and Rodeo.
- Hosted the Texas Municipal League Youth Summit which had over 350 participants with 25 cities sending representatives.
- Provided an annual Youth Community Conference for 300 students in the Killeen Independent School District.
- 481 youth performed an additional 53,526 hours of service to earn the Presidential Volunteer Service Awards.
- Recruited 683 volunteers for H-E-B's Feast of Sharing Community Meal and 210 volunteers for Color Up Run.
- Provided quarterly Volunteer Orientation Training classes for new volunteers.
- Coordinated the 21st annual Make a Difference Day event with 5,601 registered volunteers who completed 87 service projects.
- Supported the American Cancer Relay for Life with volunteers.
- Hosted the annual Texas Trash-Off with 512 volunteers who cleaned 72 miles of city streets and collected 4,912 pounds of trash.
- Hosted an Emergency Preparedness Training for forty-four non-profit agencies.

### **GOALS**

---

- Effectively recruit, train and utilize volunteers.
- Promote volunteerism and enhance the quality of life in Killeen.
- Provide support to Killeen Volunteers, Inc. and its program committees.
- Enhance the beautification and safe environment of Killeen through educational programs and citywide projects.
- Provide city-wide events, such as the Christmas Parade, Celebrate Killeen Festival, and Rodeo at little cost to the citizens of Killeen.
- Host the Texas Municipal League Youth Summit and a youth conference.
- Host Annual Christmas Parade; Celebrate Killeen Festival, Tree Lighting and Rodeo.
- Host Annual Waterway Cleanup and Great American Trash-Off event.
- Host monthly recruiting events for boards, commissions and committees.
- Provide monthly new volunteer orientation classes.
- Host quarterly volunteer recruiting.
- Host National Volunteer Appreciation Week.

**GENERAL FUND  
VOLUNTEER SERVICES**

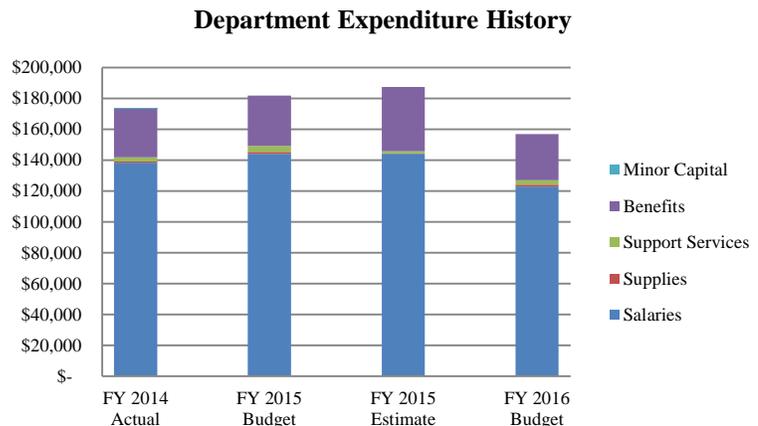
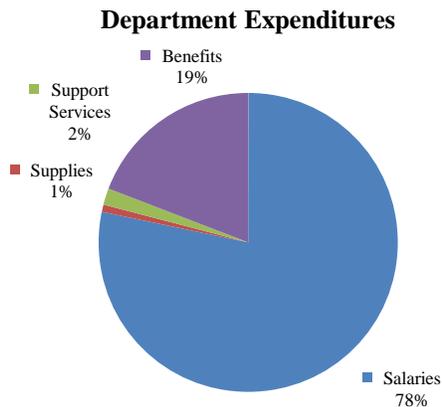
**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimate</b>	<b>FY 2016 Budget</b>
Salaries	\$ 138,259	\$ 144,069	\$ 144,069	\$ 122,850
Supplies	892	1,237	200	1,237
Support Services	2,609	3,901	1,500	2,800
Benefits	31,833	32,531	41,492	30,049
Minor Capital	43	-	-	-
<b>Total</b>	<b>\$ 173,636</b>	<b>\$ 181,738</b>	<b>\$ 187,261</b>	<b>\$ 156,936</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Director of Volunteer Services	1	1	1
Youth Program Specialist	1	1	1
Senior Secretary	1	1	1
<b>Total</b>	<b>3</b>	<b>3</b>	<b>3</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Volunteer service opportunities	230	255	260
Service hours performed	75,000	81,300	81,400
Referrals to other agencies	1,100	1,570	1,570
Inquiries by volunteers	3,500	7,240	7,250

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
# of hours performed in relation to projects	929	932	932
% of filled volunteer service projects	100%	100%	100%





***Dedicated Service – Every Day, for Everyone!***

**GENERAL FUND  
LEGAL**

**CITY OF KILLEEN  
FY2016 BUDGET**

**Description**

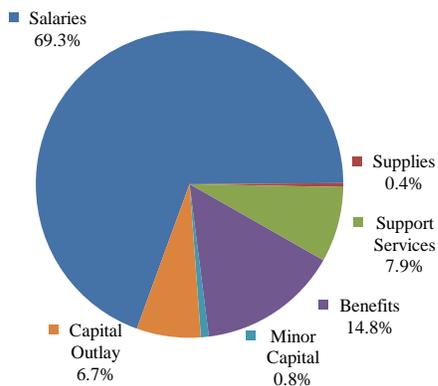
The Legal department is comprised of two divisions:

1. City Attorney
2. City Secretary

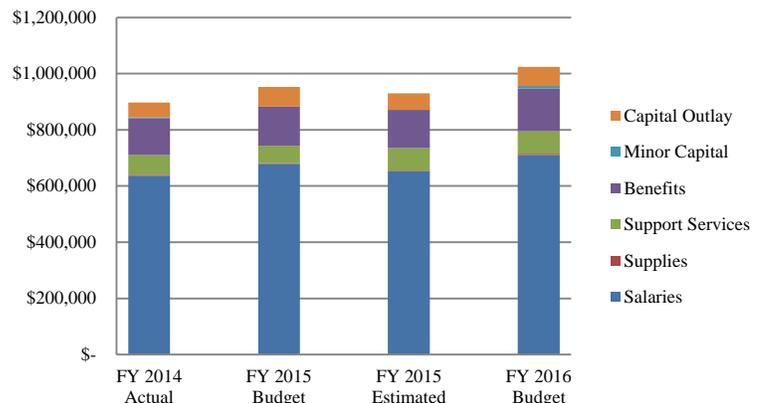
<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 636,786	\$ 678,333	\$ 651,962	\$ 710,243
Supplies	2,953	3,633	3,123	4,206
Support Services	70,345	61,503	80,274	81,280
Benefits	131,581	138,975	135,841	151,183
Minor Capital	3,278	-	259	8,500
Capital Outlay	52,195	70,384	59,000	69,000
<b>Total</b>	<b>\$ 897,138</b>	<b>\$ 952,828</b>	<b>\$ 930,459</b>	<b>\$ 1,024,412</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
City Attorney	1	1	1
Deputy City Attorney	1	1	1
Deputy City Attorney II/Public Works	1	1	1
Assistant City Attorney II/Police	1	1	1
Assistant City Attorney I/Courts	1	1	1
Paralegal	1	1	1
Social Worker	-	-	1
Executive Assistant	1	1	1
City Secretary	1	1	1
<b>Total</b>	<b>8</b>	<b>8</b>	<b>9</b>

**Department Expenditures**



**Department Expenditures History**



**GENERAL FUND  
LEGAL  
CITY ATTORNEY**

---

**DESCRIPTION**

---

A support department, consisting of 5 attorneys, one paralegal, and one executive assistant, which provides on-going legal support to the City Council, all city departments and divisions, and various City boards and commissions. Primary duties include attendance at all City Council meetings; review of all ordinance revisions, all documents before Council consideration and all contracts before signature by the City Manager; providing litigation support and coordination; representation of the City's interests before various state agencies, commissions and the State Legislature; review and respond to every Public Information request received by the City; and prosecuting all Class "C" misdemeanors that occur within the city limits.

**ACCOMPLISHMENTS**

---

- Updated departments on state law changes from the most recent legislative session.
- Assisted in acquisition of right of way for Transportation and Drainage purposes.
- Reviewed general permit application for TCEQ compliance and monitored progress of agreed order incorporating a Supplemental Environmental Project.
- Drafted revisions to the City's solid waste disposal and transportation contracts.
- Implemented procedures to obtain a faster resolution to Code Enforcement and Animal Services cases.
- Reduced amount of overtime incurred by police officers by streamlining trial procedures.
- Assisted in setting up a very successful Teen Court program and assisted the Teen Prosecutors, Defense Attorneys and Juries with their responsibilities.
- Taught at Citizen's Police Academy and Killeen Citizen's Academy, Texas Police Chief's Conference, Advanced Government Law Conference and TML Annual Conference.
- Met with JAG officers to improve communications and relations with Fort Hood.
- Assisted with drafting and implementing changes to the Animal Ordinance, dealing with aggressive and dangerous dogs.

**GOALS**

---

- Complete revision of Civil Service Local Rules.
- Conduct training with the Human Resources Department, including Performance Management Documentation Training.
- Assist the Fire Department in the contractual process to construct Fire Station #9.
- Update transportation ordinance, including provisions for new passenger services.
- Complete revisions to the City's engineering and construction contracts to conform with the current Engineering Joint Contract Documents Committee form.
- Finalize Open Records policy and conduct mandatory Open Records Request training for city staff.

**GENERAL FUND  
LEGAL  
CITY ATTORNEY**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 588,047	\$ 627,063	\$ 603,272	\$ 658,334
Supplies	2,236	2,646	2,230	3,399
Support Services	68,988	59,485	78,524	75,430
Benefits	119,436	126,635	123,447	138,240
Minor Capital	3,278	-	259	-
Capital Outlay	15,240	20,000	19,000	9,000
<b>Total</b>	<b>\$ 797,225</b>	<b>\$ 835,829</b>	<b>\$ 826,732</b>	<b>\$ 884,403</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
City Attorney	1	1	1
Deputy City Attorney	1	1	1
Deputy City Attorney II/Public Works	1	1	1
Assistant City Attorney II/Police	1	1	1
Assistant City Attorney I/Courts	1	1	1
Paralegal	1	1	1
Social Worker	-	-	1
Executive Assistant	1	1	1
<b>Total</b>	<b>7</b>	<b>7</b>	<b>8</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Legal consultations/opinions	4,725	5,160	5,418
Documents reviewed	5,723	6,249	6,561
Open records requests received	1,782	2,931	3,100
Open records requests processed	1,758	2,908	3,053
AG letters written in response to open records requests	654	907	952

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Oral opinions provided on routine matters within 48 hours	93%	93%	93%
Oral opinions provided on nonroutine matters within 2 weeks	95%	95%	95%
Written opinions provided on routine matters within 1 week	90%	90%	90%
Written opinions provided on nonroutine matters within 30 days	94%	94%	94%
Contracts reviewed within 2 days	95%	95%	95%
Public information requests handled within 10 working days	100%	100%	100%

**GENERAL FUND  
LEGAL  
CITY SECRETARY**

---

**DESCRIPTION**

---

The City Secretary's office keeps and maintains select city records, including City Council minutes, ordinances, and resolutions. The City Secretary's Office also conducts City elections, issues various permits and licenses, and maintains listing of members/applicants to Boards and Commissions. The City Secretary attends and prepares for all City Council meetings, including procedures to maintain ordinances and resolutions current and in safekeeping. The City Secretary's office also conducts an active permit issuance program including applications for permits for carnivals, amusement, parades, assembly, roadway solicitations, alcohol, taxi, limousine, and wrecker permits.

**ACCOMPLISHMENTS**

---

- Conducted one election.
- Implemented Municode to codify city ordinances.
- Developed, restructured, and streamlined alcohol permitting process.
- Implemented a Records Retention/Destruction policy/program that encompasses all city departments and complies with state regulations.
- Took over maintenance of Boards and Commissions.
- Assisted the municipal court with inputting tickets, processing attorney files, and other miscellaneous activities as needed.
- Restructured and streamlined the acquisition of vehicle registration tags and plates after the new state law (Two Step) went into effect.

**GOALS**

---

- Conduct one general election.
- Implement use of Legistar for meeting minutes.
- Develop process to ensure proper acquisition of the Statement of Official and Oath of Office from those officials/employees required to file one.
- Develop process to ensure Open Meetings Act and Public Information Act training is completed by those required to complete by state law.

**GENERAL FUND  
LEGAL  
CITY SECRETARY**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 48,739	\$ 51,270	\$ 48,690	\$ 51,909
Supplies	717	987	893	807
Support Services	1,357	2,018	1,750	5,850
Benefits	12,145	12,340	12,394	12,943
Minor Capital	-	-	-	8,500
Designated Expenses	36,955	50,384	40,000	60,000
<b>Total</b>	<b>\$ 99,913</b>	<b>\$ 116,999</b>	<b>\$ 103,727</b>	<b>\$ 140,009</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
City Secretary	1	1	1
<b>Total</b>	<b>1</b>	<b>1</b>	<b>1</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
City council minutes	24	26	26
Permits, licenses, & vehicle registrations issued	418	130	130
Codify ordinances	22	880	880
Elections conducted	1	137	137
Ordinances and resolutions indexed	302	45	45

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Ordinances and resolutions indexed within 2 days of adoption	100.0%	100%	100%
Council minutes completed within 1 day of Meeting	100.0%	100%	100%
Application for titles for city vehicles processed within 2 days of receipt	100.0%	100%	100%
License plates processed within 2 Days of receipt	100.0%	100%	100%
Ordinances codified within 3 days of passage	100.0%	100%	100%
Permits and licenses issued within 21 days of receipt	100.0%	100%	100%



*Dedicated Service – Every Day, for Everyone!*

**GENERAL FUND  
FINANCE**

**CITY OF KILLEEN  
FY2016 BUDGET**

**Description**

The Finance department is comprised of two divisions:

- 1. Finance Operations
- 2. EMS Billing and Collections

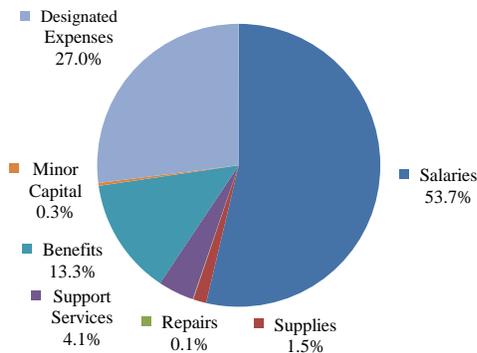
<b>Expenses Summary</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2015</b>	<b>FY 2016</b>
	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>
Salaries	\$ 859,738	\$ 960,333	\$ 770,057	\$ 873,918
Supplies	22,520	25,310	24,849	24,446
Repairs	-	-	794	1,000
Support Services	160,577	49,627	103,533	66,548
Benefits	187,877	218,994	176,057	216,700
Minor Capital	9,056	-	5,200	5,200
Designated Expenses	-	-	-	439,411
Capital Outlay	-	2,000	-	-
<b>Total</b>	<b>\$ 1,239,768</b>	<b>\$ 1,256,264</b>	<b>\$ 1,080,490</b>	<b>\$ 1,627,223</b>

<b>Staffing</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
	<b>Actual</b>	<b>Estimated</b>	<b>Budget</b>
Executive Director of Finance	1	1	1
Assistant Director of Finance	1	1	1
Executive Assistant	1	1	1
Management Accountant	1	1	1
Accountant	2	2	2
Accounting Manager	1	1	1
Accounting Supervisor	1	1	1
Accounting Specialist	4	4	4
Financial Analyst - Grants	1	1	1
EMS Billing Supervisor	1	1	1
EMS Billing Specialist	1	1	1
EMS Billing Clerks	4	4	4
<b>Total</b>	<b>19</b>	<b>19</b>	<b>19</b>

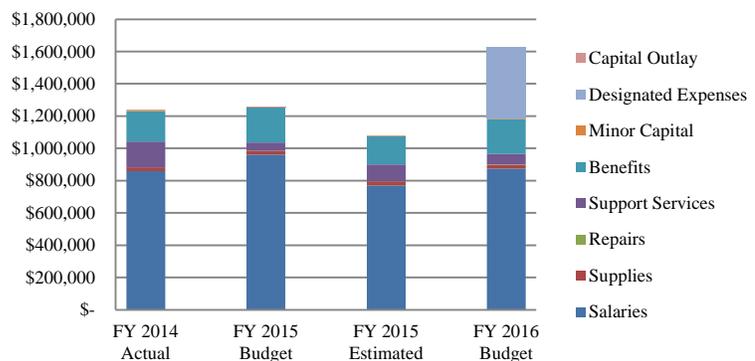
**Unfunded Approved Authorizations**

Accounting Specialist	2	2	2
<b>Total Unfunded Approved Authorizations</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Total Staffing</b>	<b>21</b>	<b>21</b>	<b>21</b>

**Department Expenditures**



**Department Expenditures History**



## **GENERAL FUND FINANCE**

---

### **DESCRIPTION**

---

The mission of the Finance Department is to safeguard and maximize the City's assets. Finance directs the City's budget process, monitors and updates long-term financial plans, prepares policy recommendations, plans and coordinates city debt issuances, including presentations to bond rating agencies, and monitors the City's utility rate structure to ensure financial stability of the City's utility systems. The Finance Department is also responsible for the City's debt and cash management programs, along with implementation of financial policies for the City.

### **ACCOMPLISHMENTS**

---

- Developed charters for various areas to increase efficiency and effectiveness of financial operations.
- Implemented changes in procedures including sealed bank bags with deposits and cash collection point moved to Utility Collections.
- Implemented the online unclaimed funds program.
- Received the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award.
- Maximized investment earnings while maintaining the safety and liquidity of the City's portfolio.
- Received the Texas Comptroller Leadership Circle Silver Award for Financial Transparency.
- Created a monthly flash report that summarizes key areas of interest including property tax collections, sales tax receipts, electrical costs and usage, and overtime costs.
- Revised Arts Commission rules and regulations, and grants forms.
- Implemented timekeeping process.
- Implemented a streamlined budget process with improved forms.

### **GOALS**

---

- Plan for the City's future financial growth and strive to aid in maintaining a stable tax rate and a predictable income stream.
- Implement long-range financial plans.
- Continue the process review of the Finance Department to ensure efficient operations.
- Develop a city wide grant program to include participation from various departments throughout the city.
- Review and revise the cash handling policy to ensure safety and efficiency. Train staff throughout the city.
- Explore electronic timekeeping options.
- Develop a debt policy.

**GENERAL FUND  
FINANCE  
OPERATIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 695,747	\$ 780,385	\$ 605,530	\$ 707,894
Supplies	9,082	10,900	10,725	11,200
Repairs	-	-	794	1,000
Support Services	151,438	43,838	94,565	52,502
Benefits	145,417	170,330	133,494	170,294
Minor Capital	8,818	-	5,200	5,200
Designated Expenses	-	-	-	439,411
Capital Outlay	-	2,000	-	-
<b>Total</b>	<b>\$ 1,010,502</b>	<b>\$ 1,007,453</b>	<b>\$ 850,308</b>	<b>\$ 1,387,501</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Executive Director of Finance	1	1	1
Assistant Director of Finance	1	1	1
Executive Assistant	1	1	1
Management Accountant	1	1	1
Accountant	2	2	2
Accounting Manager	1	1	1
Accounting Supervisor	1	1	1
Accounting Specialist	4	4	4
Financial Analyst - Grants	1	1	1
<b>Total</b>	<b>13</b>	<b>13</b>	<b>13</b>

<b>Unfunded Approved Authorizations</b>			
Accounting Specialist	2	2	2
<b>Total Unfunded Approved Authorizations</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Total Staffing</b>	<b>15</b>	<b>15</b>	<b>15</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Charters developed for process review to improve efficiency	4	10	2
AP checks processed	8,087	7,871	7,800
Payroll checks processed	3,127	2,620	2,500
Direct deposits processed	30,443	30,527	30,600

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Annual investment yield	0.19%	0.29%	0.30%
Publish budget document within 90 days of adoption	Yes	No	Yes
Gov't Finance Officers Assoc budget award	Yes	Yes	Yes
Investment report certification	Yes	No	Yes
Charters completed for process review to improve efficiency	50%	42%	50%

**GENERAL FUND  
FINANCE  
EMS BILLING AND COLLECTIONS**

---

**DESCRIPTION**

---

The EMS Billing Division conducts all ambulance billing and collections for the City of Killeen. EMS Billing maintains records involving a variety of complex medical treatments administered during emergency medical responses throughout the city. EMS Billing staff review and interpret Emergency Medical Services reports for the input of billing. Entering of charges based on procedures outlined in the City Fee Ordinance. Enter information according to the different needs of the various insurance carriers to included Medicare, Medicaid, Department of Defense, Commercial Insurance and private pays, and the processing of all accounts receivable for EMS transports. Tasks require geographical knowledge of the surrounding area for county billing, comprehension of medical terminology, experience in medical coding and coding of all charges.

**ACCOMPLISHMENTS**

---

- Staff trained on new Zoll PCR software.
- Implemented new billing ICD 10 Coding.
- Implemented Zoll software, working through minor issues.
- Transition to Finance Division.

**GOALS**

---

- Process insurance claims accurately and in a timely manner to ensure eligibility for payment.
- Meet program deadlines for all insurance appeals.
- Consider ordinance change to come in line with current industry standards regarding collection of debts.
- Continue cross training of all EMS billing Staff.
- Reduce accounts forwarded to outside collections agency.
- Increase collections.
- Implemented ICD 10 coding requirements.
- Implement monthly webinar training and continue monthly staff training meetings.

**GENERAL FUND  
EMS BILLING AND COLLECTIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

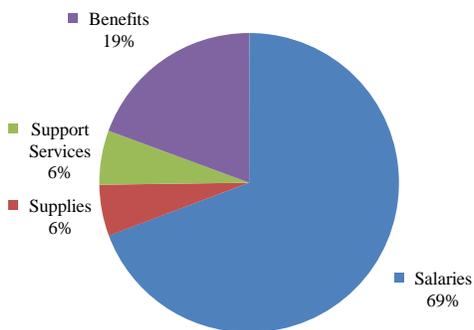
<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 163,991	\$ 179,948	\$ 164,527	\$ 166,024
Supplies	13,438	14,410	14,124	13,246
Support Services	9,139	5,789	8,968	14,046
Benefits	42,460	48,664	42,563	46,406
Minor Capital Outlay	238	-	-	-
<b>Total</b>	<b>\$ 229,266</b>	<b>\$ 248,811</b>	<b>\$ 230,182</b>	<b>\$ 239,722</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
EMS Billing Supervisor	1	1	1
EMS Billing Specialist	1	1	1
EMS Billing Clerks	4	4	4
<b>Total</b>	<b>6</b>	<b>6</b>	<b>6</b>

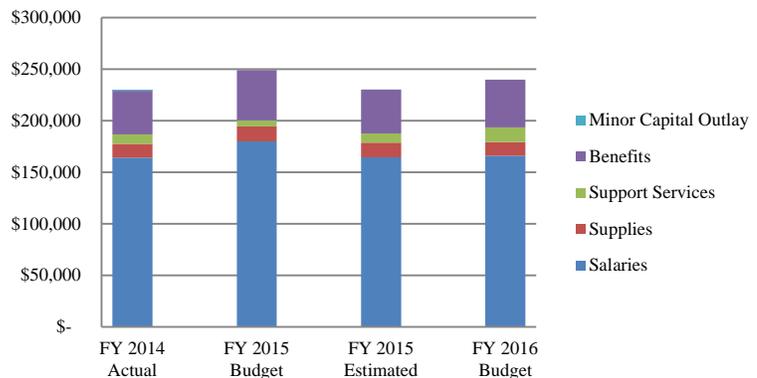
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Calls entered	14,358	16,311	17,940
Payments Posted	9,842	12,539	13,790
Delinquent letters mailed	6,150	6,300	6,300
Insurance claims processed	6,500	5,231	5,800
Appeals processed	233	67	75
Calls Revenue Rescue	334	564	-
Payments Posted Revenue Rescue	249	282	100
Invoices mailed	5,614	3,821	2,865

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Increase delinquency collections by 5%	Yes	Yes	Yes
Increase electronic claims submitted by 15%	Yes	Yes	Yes

**Department Expenditures**



**Department Expenditures History**





*Dedicated Service – Every Day, for Everyone!*

**GENERAL FUND  
SUPPORT SERVICES**

**CITY OF KILLEEN  
FY2016 BUDGET**

**Description**

The Support Services department is comprised of five divisions:

- 1. Purchasing
- 2. Building
- 3. Custodial
- 4. Printing
- 5. Operations

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 1,039,814	\$ 1,146,566	\$ 1,066,706	\$ 1,081,783
Supplies	92,762	101,277	99,790	80,054
Maintenance	413,240	326,750	755,637	334,750
Repairs	157,826	147,300	147,347	132,300
Support Services	84,334	76,943	77,326	81,163
Benefits	301,673	334,177	310,915	322,777
Designated Expenses	421	400	430	430
Minor Capital	7,037	4,500	2,085	3,990
Capital Outlay	23,514	-	7,522	-
<b>Total</b>	<b>\$ 2,120,621</b>	<b>\$ 2,137,913</b>	<b>\$ 2,467,758</b>	<b>\$ 2,037,247</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Executive Director	1	1	1
Purchasing Manager	1	1	1
Senior Purchasing Specialist	1	1	1
Purchasing Specialist	1	1	1
Procurement Card Administrator	1	1	1
Supply Specialist	1	1	1
Facilities Manager	1	1	1
Facilities Maintenance Specialist	3	3	3
Senior Secretary	1	1	1
Electrical Maintenance Technician	1	1	1
HVAC Technician	0	1	1
Custodial Supervisor	1	1	1
Custodial Crew Leader	2	2	2
Custodian	15	15	15
Printing Services Supervisor	1	1	1
Press Operator	1	1	1
Secretary	1	1	1
<b>Total</b>	<b>33</b>	<b>34</b>	<b>34</b>

**Unfunded Approved Authorizations**

Executive Assistant	1	1	1
<b>Total Unfunded Approved Authorizations</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Total Staffing</b>	<b>34</b>	<b>35</b>	<b>35</b>

**GENERAL FUND  
SUPPORT SERVICES  
PURCHASING**

---

**DESCRIPTION**

---

Provides efficient and accurate asset tracking and management and timely and resource efficient purchasing support. Manages, facilitates and provides high quality, team-based, value-added procurement support in compliance with federal, state and local law and internal control procedures. Assists city staff in making informed and timely decisions and procuring supplies, equipment and services that are a best value for the city. Conducts business with a high level of customer service, ethical standards, fairness, and transparency while welcoming qualified, responsible, diverse and “green” vendors. Prepares specification, bid and contract documentation and makes recommendations on procurement initiatives; as well as facilitates asset management and disposition.

**ACCOMPLISHMENTS**

---

- Provided training/orientation for City employees regarding the Purchasing Policy and procurement processes.
- Improved procedures used to complete purchase/change orders. Streamlined the process to provide supporting documents and vendor data. Provided quarterly encumbrance rollups to the city manager.
- Organized annual live auction and quarterly on-line auctions and reduced surplus property.
- Secured accreditation training for two Purchasing Division employees.
- Coordinated P-Card, Sam’s Club card, and end of year closeout training.

**GOALS**

---

- Standardize and streamline processes and provide departments the resources needed to successfully procure items/services at the best value for the City.
- Provide training on bidding procedures, opportunities and requirements.
- Streamline the procurement card process to eliminate fraud, waste, and abuse and maximize rebates.
- Complete the implementation of electronic bid and vendor management systems.
- Improve fixed asset tracking.
- Revise the Purchasing Policy as law or policy changes dictate.
- Evaluate options in the SunGard system to streamline the purchasing process and fixed asset data entry.
- Provide training to effectively monitor/manage ION Wave electronic bidding process.
- Conduct live and online auctions as required to eliminate surplus/excess equipment.
- Assist with developing KEEPR policy #416 and implement the asset accountability form.
- Manage the Sam’s Club direct charge account.

**GENERAL FUND  
SUPPORT SERVICES  
PURCHASING**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 170,997	\$ 187,632	\$ 172,636	\$ 190,844
Supplies	2,017	2,610	2,608	2,510
Maintenance	-	-	2,275	-
Repairs	-	-	47	500
Support Services	7,906	10,400	10,400	9,895
Benefits	42,767	47,035	43,663	47,826
Minor Capital	1,487	4,500	600	3,505
<b>Total</b>	<b>\$ 225,174</b>	<b>\$ 252,177</b>	<b>\$ 232,229</b>	<b>\$ 255,080</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Purchasing Manager	1	1	1
Senior Purchasing Specialist	1	1	1
Purchasing Specialist	1	1	1
Procurement Card Administrator	1	1	1
Supply Specialist	1	1	1
<b>Total</b>	<b>5</b>	<b>5</b>	<b>5</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Purchase orders	5,842	5,268	5,300
Procurement cards	263	265	270
Auctions	5	4	3
Asset accountability	208	272	300
Procurement card transactions	13,676	15,379	16,000
Manual purchase orders	137	190	195

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Purchase orders processed within 48 hours	100%	100%	100%
P-Cards issued within 7 working days	100%	100%	100%
Manual purchase orders processed within 48 hours	100%	100%	100%

**GENERAL FUND  
SUPPORT SERVICES  
BUILDING SERVICES**

---

**DESCRIPTION**

---

Provides the city staff with safe, secure and clean work environments. Manages routine and emergency maintenance for forty-six city owned or leased primary buildings. Monitors pest control, alarms and elevator contracts.

**ACCOMPLISHMENTS**

---

- Coordinated security upgrades at City Hall Annex and assessments at selected facilities.
- Coordinated construction of a new catwalk at Killeen Police Department – North.
- Provided air testing services throughout the city.
- Coordinated energy efficiency initiatives; lighting, HVAC, weather proofing, waste, water, and water treatment.
- Provided oversight of renovations at Municipal Courts.
- Provided oversight and developed plans, specifications, and bid documents for the Cornerstone renovation project.
- Provided oversight on a washroom addition at Animal Services.
- Provided oversight for lighting upgrades and capacitor installation at selected pump/lift stations and the Killeen Fort Hood Regional Airport.
- Resolved air quality issues at the Fire Marshal office and remodeled the office after remediation.
- Coordinated roof and HVAC system repairs due to hail damage.

**GOALS**

---

- Ensure city owned property meets or exceeds quality, safety, and legal standards.
- Establish policies governing the structural, mechanical, and cosmetic maintenance and upkeep of all city owned property.
- Coordinate renovation of the new IT building- 201 W Ave D. (aka Cornerstone).
- Coordinate additional energy efficiency initiatives at the Family Recreation Center, Killeen Fort Hood Regional Airport, and Killeen Civic & Conference Center.
- Coordinate physical security upgrades at City Hall, Utility Collections, and Cornerstone.
- Provide locksmith training for Building Services personnel.
- Assist emergency management initiatives that provide back-up power generation to City Hall and Annex.
- Assist Animal Services with building, lighting, HVAC, and electrical upgrades.
- Complete the upgrade to the exterior of City Hall; repair lintels, repoint brick, paint & seal windows.

**GENERAL FUND  
SUPPORT SERVICES  
BUILDING SERVICES**

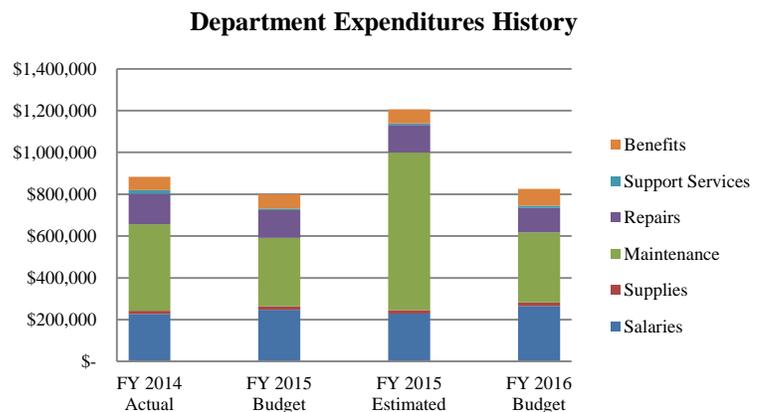
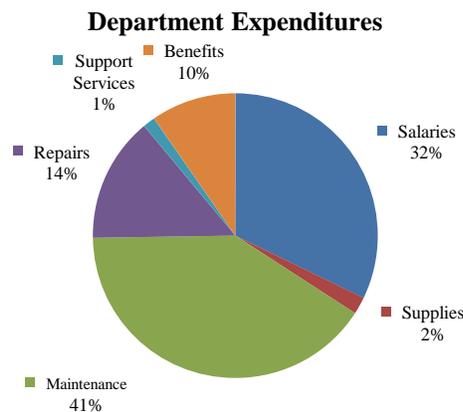
**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 226,638	\$ 247,657	\$ 228,406	\$ 265,631
Supplies	16,285	16,700	16,700	16,134
Maintenance	413,240	326,750	753,362	334,750
Repairs	146,726	132,800	132,800	117,300
Support Services	15,946	7,653	7,653	11,403
Benefits	64,181	67,521	67,454	79,585
<b>Total</b>	<b>\$ 883,016</b>	<b>\$ 799,081</b>	<b>\$ 1,206,375</b>	<b>\$ 824,803</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Facilities Manager	1	1	1
Facilities Maintenance Specialist	3	3	3
Senior Secretary	1	1	1
Electrical Maintenance Technician	1	1	1
HVAC Technician	-	1	1
<b>Total</b>	<b>6</b>	<b>7</b>	<b>7</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
General work orders	1,114	1,500	1,500
HVAC work orders	135	325	325
Special projects	28	25	17
Electrical work orders	180	250	266
Outsourced	314	325	344
City owned properties maintained	100	100	100

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Number of work orders processed within allocated response time	80%	80%	80%
Number of work orders processed within allocated response time outsourced.	92%	92%	95%



**GENERAL FUND  
SUPPORT SERVICES  
CUSTODIAL SERVICES**

---

**DESCRIPTION**

---

Custodial Services is responsible for maintaining thirty one (31) City facilities. These facilities equate to 390,000 square feet. Routine duties include floor care, carpet care, general cleaning which includes trash removal, collection of recyclable papers, cardboards, plastics and aluminum cans, furniture dusting ,walls cleaning, windows cleaning, entrance way cleaning, restrooms cleaning, sanitation and replenishing tissue dispensers. Additional tasks include dusting light fixtures, high dusting, air vents, baseboards cleaning, stair hand rails, door frames, disinfecting and cleaning phones, cleaning chairs and chair mats, dusting blinds and window ledges, cleaning spills and providing cleaning services after normal duty hours for city facilities. The division also assists in the enforcement of security and safety measures in the City facilities. Custodial Services organizes, cleans and inventories their storage and supply rooms.

**ACCOMPLISHMENTS**

---

- Assumed the daily cleaning responsibilities of the Street Department new facility and the bi-weekly cleaning responsibilities Central Fire Station, Fire Training Academy, and Fire Stations #1 and #8.
- Established a certification program sponsored by Spartan Chemical Company.
- Maintained a high standard of cleaning service for City facilities.

**GOALS**

---

- Continuously improve our service processes through training.
- Improve customer satisfaction levels.
- Research the use of green seal approved products, without increasing costs.
- Review new product opportunities, to reduce costs of cleaning supplies.
- Increase productivity by reviewing the established areas procedures.
- Continue to enhance facilities appearance.
- Reduce chemical use and cost by using an on-the-go dispenser system.
- Reduce employee turnover.

**GENERAL FUND  
SUPPORT SERVICES  
CUSTODIAL SERVICES**

**CITY OF KILLEEN  
FY2016 BUDGET**

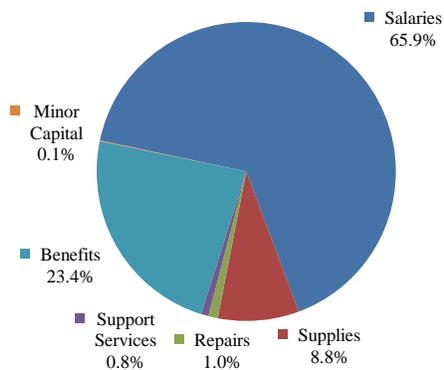
<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 449,033	\$ 508,085	\$ 467,636	\$ 420,638
Supplies	69,970	75,700	74,215	56,023
Repairs	6,987	6,500	6,500	6,500
Support Services	4,892	3,300	3,300	5,125
Benefits	149,210	164,749	156,331	149,105
Minor Capital	5,550	-	1,485	485
Capital Outlay	1,854	-	-	-
<b>Total</b>	<b>\$ 687,496</b>	<b>\$ 758,334</b>	<b>\$ 709,467</b>	<b>\$ 637,876</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Custodial Supervisor	1	1	1
Custodial Crew Leader	2	2	2
Custodian	15	15	15
<b>Total</b>	<b>18</b>	<b>18</b>	<b>18</b>

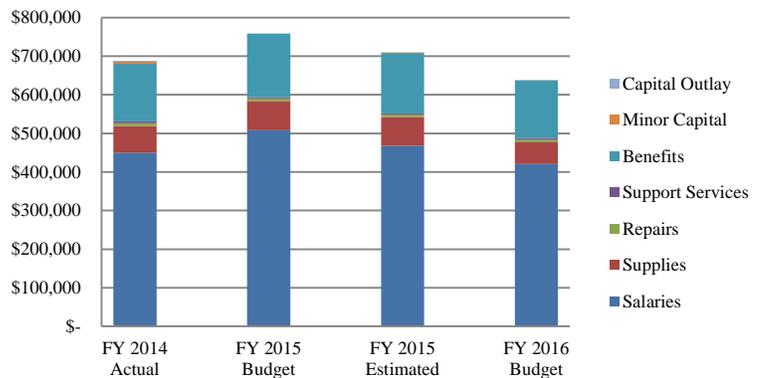
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Square footage cleaned	358,383	385,370	390,000

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Increase in square footage cleaned	7%	17%	6%

**Department Expenditures**



**Department Expenditures History**



**GENERAL FUND  
SUPPORT SERVICES  
PRINTING SERVICES**

---

**DESCRIPTION**

---

Provides timely and resource efficient printing support to the city. Operates computers and provides graphics and desktop publishing support. Coordinates and manages contracted jobs.

**ACCOMPLISHMENTS**

---

- Provided a detailed evaluation and cost comparison of outsourcing versus in-house printing services.

**GOALS**

---

- Sustain timely, accurate, resource efficient, in-house printing support.
- Evaluate advances in technology and propose equipment upgrades as required.
- Maximize accuracy of inventory reports by performing additional spot checks throughout the year.
- Continue graphics design training and education and attend the Graphic Expo.
- Generate a capital replacement plan.
- Form a Killeen Mac Users Guide (KMUG) and coordinate with CTC & KISD.

**GENERAL FUND  
SUPPORT SERVICES  
PRINTING SERVICES**

**CITY OF KILLEEN  
FY2016 BUDGET**

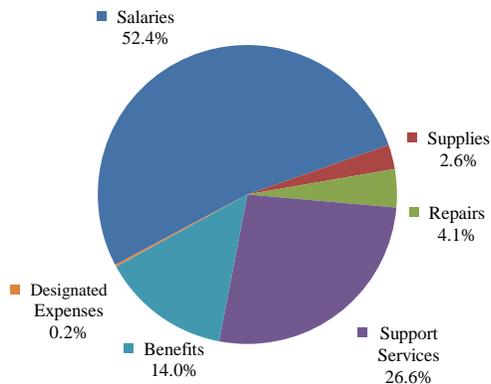
<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 95,390	\$ 101,541	\$ 100,026	\$ 101,841
Supplies	3,420	5,147	5,147	5,117
Repairs	4,113	8,000	8,000	8,000
Support Services	53,333	51,760	52,143	51,760
Benefits	27,566	27,537	25,163	27,151
Designated Expenses	421	400	430	430
Capital Outlay	21,660	-	7,522	-
<b>Total</b>	<b>\$ 205,903</b>	<b>\$ 194,385</b>	<b>\$ 198,431</b>	<b>\$ 194,299</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Printing Services Supervisor	1	1	1
Press Operator	1	1	1
Secretary	1	1	1
<b>Total</b>	<b>3</b>	<b>3</b>	<b>3</b>

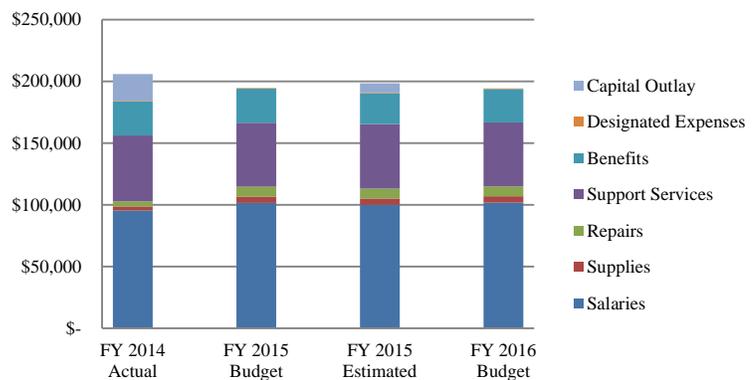
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Work orders processed	1,200	1,108	1,200
Print impressions	5,000,000	4,668,510	5,000,000
Paper inventory	18,500	17,100	17,900

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Work orders processed within two weeks	99.0%	98.0%	99.0%
Service level on quality control surveys	Excellent	Excellent	Excellent
Jobs completed in house	99.0%	99.0%	99.0%

**Department Expenditures**



**Department Expenditures History**



**GENERAL FUND  
SUPPORT SERVICES  
OPERATIONS**

---

**DESCRIPTION**

---

Provides city staff with safe, secure, clean and healthy work environments; safe and operable vehicles; efficient and accurate asset tracking and management; and timely and resource efficient purchasing and printing support.

**ACCOMPLISHMENTS**

---

- Refined the facilities upgrade and physical security plan and coordinated the installation of physical security measures at City Hall, the City Hall Annex, Utility Collections, and Cornerstone.
- Sustained high maintenance standards in Fleet Services including internal controls and equipment and parts accountability.
- Coordinated electrical initiatives with the city's energy advisor and identified and implemented lighting and electrical upgrades at selected facilities.
- Developed a 5-year HVAC replacement plan.
- Sustained high standards of custodial support, customer service and workplace cleanliness.
- Initiated a life-cycle equipment replacement process at Printing Services.
- Inventoried city property in all departments and generated accountability policies, processes and documents.

**GOALS**

---

- Sustain a coaching mechanism that professionally trains and develops employees; informs performance appraisals; facilitates appropriate recognition for commendable service; and ensures corrective actions as required.
- Conduct effective and efficient cross-department coordination and collaboration and facilitate staff interaction that develops systems and standards that result in resource efficiencies and outstanding customer support.
- Provide ethical and visionary leadership that sets and enforces high standards; institutes processes and internal controls; instills and fosters trust; and shapes a positive, team-centric culture.
- Hire the best-qualified people to fill all vacancies.
- Implement a Fleet Replacement Program (FRP) that forecasts, budgets, procures and manages and disposes of city vehicles.
- Sustain systems that facilitate Fleet Services security, operations, maintenance, and parts, tools and equipment accountability.
- Manage procurement operations and property accountability in coordination with the Finance Department.
- Obtain federal grant funding for a Fort Hood Joint Land Use Study (JLUS) and force reduction assessment.

**GENERAL FUND  
SUPPORT SERVICES  
OPERATIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 97,756	\$ 101,651	\$ 98,002	\$ 102,829
Supplies	1,070	1,120	1,120	270
Support Services	2,257	3,830	3,830	2,980
Benefits	17,949	27,335	18,304	19,110
<b>Total</b>	<b>\$ 119,032</b>	<b>\$ 133,936</b>	<b>\$ 121,256</b>	<b>\$ 125,189</b>

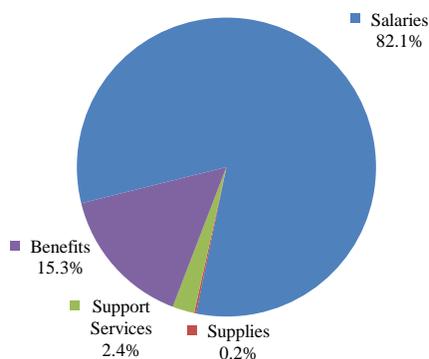
<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Executive Director	1	1	1
<b>Total</b>	<b>1</b>	<b>1</b>	<b>1</b>

<b>Unfunded Approved Authorizations</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Executive Assistant	1	1	1
<b>Total Unfunded Approved Authorizations</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Total Staffing</b>	<b>2</b>	<b>2</b>	<b>2</b>

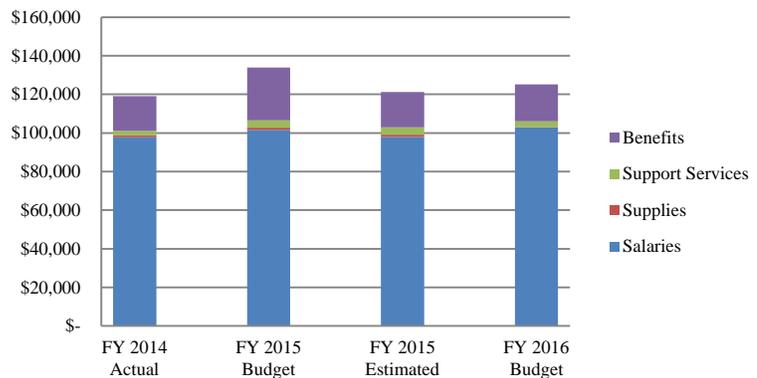
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Employee appraisals	N/A	5	5
Employee coaching sessions	N/A	20	20

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Appraisals completed within 14-days	N/A	100%	100%

**Department Expenditures**



**Department Expenditures History**





***Dedicated Service – Every Day, for Everyone!***

**GENERAL FUND  
HUMAN RESOURCES**

**CITY OF KILLEEN  
FY2016 BUDGET**

**Description**

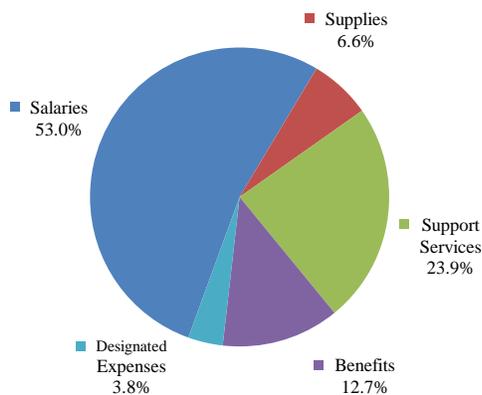
The Human Resources department is comprised of two divisions:

1. Human Resources Operations
2. Employee Engagement Program

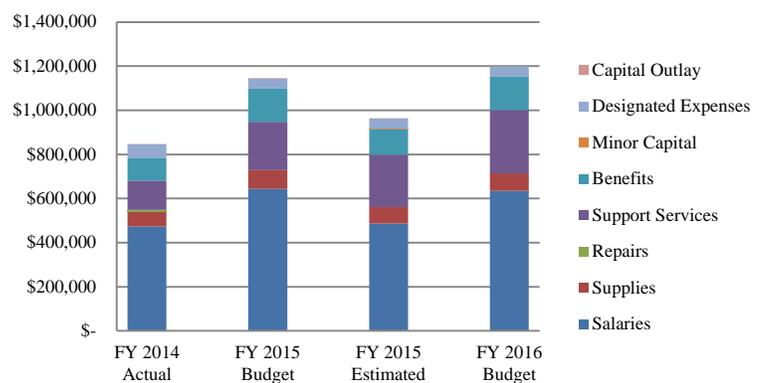
<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 472,941	\$ 644,240	\$ 486,253	\$ 635,547
Supplies	69,111	84,109	75,056	79,560
Repairs	6,141	-	-	-
Support Services	132,683	219,846	236,467	285,895
Benefits	104,266	149,805	118,705	152,557
Minor Capital	-	-	300	-
Designated Expenses	59,815	45,000	45,000	45,000
Capital Outlay	175	2,000	2,000	-
<b>Total</b>	<b>\$ 845,132</b>	<b>\$ 1,145,000</b>	<b>\$ 963,781</b>	<b>\$ 1,198,559</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Executive Director of Human Resources	1	1	1
Assistant Director of Human Resources	1	1	1
Executive Assistant	1	1	1
Risk Manager	1	1	1
Compensation & Benefits Manager	1	1	1
Professional Development & Training Coordinator	1	1	1
Senior Human Resources Specialist	1	1	1
Human Resources Generalist	3	3	3
Benefits Specialist	1	1	1
Payroll Specialist	1	1	1
Human Resources Assistant I	1	1	1
Receptionist	-	1	1
<b>Total</b>	<b>13</b>	<b>14</b>	<b>14</b>

**Department Expenditures**



**Department Expenditures History**



## **GENERAL FUND HUMAN RESOURCES**

### **DESCRIPTION**

---

Human Resources develops and administers programs and activities that effectively recruit, train, engage and retain a valued, valuable workforce. It manages benefits and compensation, employee training, and safety and risk management programs; facilitates the development of a positive organizational climate; and provides accurate information and recommendations on workforce issues to the assistant city manager.

### **ACCOMPLISHMENTS**

---

- Implemented online enrollment and hosted an employee benefits bazar.
- Planned, coordinated, and facilitated the annual employee recognition ceremony and health festival.
- Managed and administered civil service promotional examinations, including two entry level fire examinations for more than 300 applicants.
- Revised in-processing and new employee orientation.
- Offered Biometric screening, Health Risk Assessments and flu shots to all employees.

### **GOALS**

---

- Ensure the city's Total Rewards and Compensation System (salaries and benefits, wellness, training, and education) is competitive within the regional market.
- Evaluate wellness, training, and education programs and identify best practices and initiatives that provide best value to the city and employees.
- Maximize health care management, including identifying employee insurance options that ensure access to the best alternatives at competitive prices.
- Monitor the effectiveness of the risk management program and facilitate resource efficiencies.
- Assist supervisors with recruitment and retention initiatives that focus on core competencies, identify best qualified candidates, and facilitate talent management.
- Develop, coordinate, and conduct learning seminars designed to enhance leadership effectiveness.
- Develop a professional development plan that will assist in recruiting, engaging and retaining a valued, valuable workforce.
- Refine employee recruitment, professional development, and education programs.
- Review job descriptions.
- Leverage technology with respect to electronic timekeeping, employee self-service, and electronic workflow.
- Develop action plans for the HR strategic plan.
- Revise process flowcharts and update the City's organization chart.
- Provide input on security measures and risk assessment processes.
- Automate the Workers Compensation process.
- Develop in-house Employee Assistance Program.
- Recruit, test, and hire thirty-seven firefighters (SAFER grant) and thirteen police officers (COPS grant).
- Respond to FLSA developments.

**GENERAL FUND  
HUMAN RESOURCES  
OPERATIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 472,941	\$ 644,240	\$ 486,253	\$ 635,547
Supplies	65,243	74,409	70,506	74,200
Repairs	6,141	-	-	-
Support Services	33,174	63,546	58,167	114,255
Benefits	104,266	149,805	118,705	152,557
Minor Capital	-	-	300	-
Designated Expense	59,815	45,000	45,000	45,000
Capital Outlay	175	2,000	2,000	-
<b>Total</b>	<b>\$ 741,755</b>	<b>\$ 979,000</b>	<b>\$ 780,931</b>	<b>\$ 1,021,559</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Executive Director of Human Resources	1	1	1
Assistant Director of Human Resources	1	1	1
Executive Assistant	1	1	1
Risk Manager	1	1	1
Compensation & Benefits Manager	1	1	1
Professional Development & Training Coordinator	1	1	1
Senior Human Resources Specialist	1	1	1
Human Resources Generalist	3	3	3
Benefits Specialist	1	1	1
Payroll Specialist	1	1	1
Human Resources Assistant I	1	1	1
Receptionist	-	1	1
<b>Total</b>	<b>13</b>	<b>14</b>	<b>14</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Number of applications processed	17,000	23,000	20,576
Number of job postings	200	200	221
Accidents /Injuries	250	241	250
Vehicle accidents	112	130	150

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Employee turnover (Non-Civil Service)	14.13%	28.20%	14.09%
Employee turnover (Civil Service)	5.10%	8.00%	6.06%
Employee turnover (Fire)	-	-	7.25%
Employee turnover (Police)	-	-	5.24%
Employee turnover (Total)	10.80%	20.72%	11.12%

**GENERAL FUND  
HUMAN RESOURCES  
EMPLOYEE ENGAGEMENT PROGRAM**

---

**DESCRIPTION**

---

The Employee Engagement Program administers Wellbeing programs for all City employees to include lunch and learns, biometric screenings, health risk assessments, flu shots and free City gym memberships; the Benefit Advocacy Center, Web Benefit Design online benefit enrollment, COBRA, and FSA; and other programs and activities that effectively recruit, train, engage and retain a valued, valuable workforce.

**ACCOMPLISHMENTS**

---

- Coordinated a change of insurance providers at a significant cost savings.
- Implemented online enrollment.
- Hosted an employee benefits bazar.
- Provided an opportunity for all City employees to receive the flu shot.
- Provided an opportunity for all City employees to receive biometric screening and health risk assessment.
- Planned, coordinated and facilitated the annual employee recognition ceremony.
- Planned, coordinated and facilitated the annual health festival.
- Introduced the concept of a City of Killeen on-site Vitality Coordinator.

**GOALS**

---

- Ensure effectiveness of the city's Total Rewards and Compensation System.
- Evaluate wellness, training and education programs and identify best practices and initiatives that provide value to the city and employees.
- Maximize health care management, including identifying employee insurance options that ensure access to the best alternatives at competitive prices.
- Offer a variety of wellness opportunities to all City employees.
- Provide a variety of health care management education and wellness programs to all City employees.
- Host the annual benefit bazar.
- Provide opportunities for biometric screening and health risk assessment, flu shot, and a variety of preventive care programs.
- Strengthen a relationship with Vitality Coordinator and City employees.

**GENERAL FUND  
HUMAN RESOURCES  
EMPLOYEE ENGAGEMENT PROGRAM**

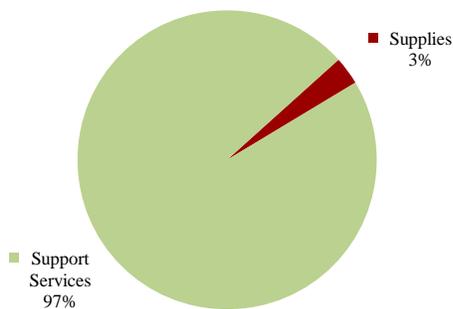
**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Supplies	3,868	9,700	4,550	5,360
Support Services	99,509	156,300	178,300	171,640
<b>Total</b>	<b>\$ 103,377</b>	<b>\$ 166,000</b>	<b>\$ 182,850</b>	<b>\$ 177,000</b>

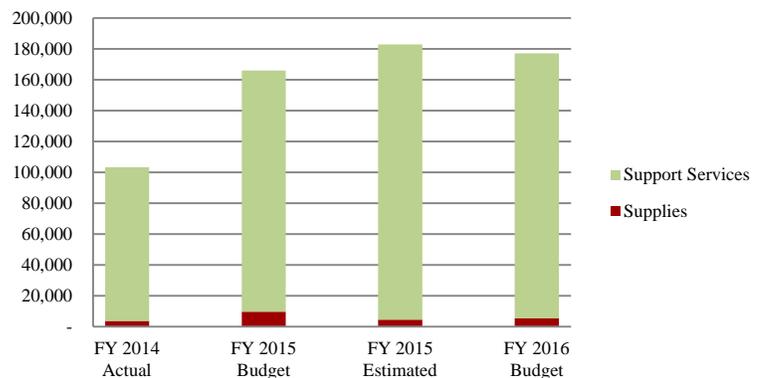
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Lunch and Learns	-	10	12
Biometric screenings	-	245	300
Health risk assessments	-	189	200
Flu shots	65	136	150
Vitality Coordinator contacts	-	144	200
Bootcamp classes	-	192	192

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Employees who receive flu shot	5%	10%	11%
Employees who perform biometric screening	-	19%	22%

**Department Expenditures**



**Department Expenditures History**



## **GENERAL FUND INFORMATION TECHNOLOGY**

---

### **DESCRIPTION**

---

The Department of Information Technology Services designs, procures and manages state of the art information technology to support city departments. It is dedicated to providing superior support for enterprise software, computer systems and network equipment along with specific support to departments for specialized software, systems, surveillance, alarms, access control, mobile and VOIP phone systems.

### **ACCOMPLISHMENTS**

---

- Continued desk to replacement program, 136 systems replaced.
- Upgraded or replaced server fleet to 2008 or better operating system and began virtualization of servers.
- Upgraded SunGard Enterprise Software.
- Upgraded of online payment system.
- Upgraded Interactive Voice Response (IVR) system for telephone utility collections payments.
- Began installation of stage one city wide fiber loop.
- Brought new Water & Sewer building onto city network.
- Continued Map Book development for KFD and Water Sewer Departments.
- Deployed the Employee Self Service Module.
- Deployed fire department electronic patient care reporting system.
- Assisted Municipal Court with Incode integration.
- Redesigned CISCO Network Roll out.

### **GOALS**

---

- Implement a state of the art system that facilitates employee interaction and staff coordination.
- Increase efficiencies through standardization, contract renegotiation, and innovation.
- Complete desktop upgrade to standard operating system and software packages.
- Relocate to refurbished Cornerstone building.
- Upgrade to new AS400.
- Create software test and production environments across all city enterprise software systems.
- Integrate a mobile solution into Code Enforcement and Building Inspections operations.
- Complete audit of all telecommunications accounts.
- Complete phases one and two of fiber project, begin phase 3.
- Implement City wide electronic time keeping system.

**GENERAL FUND  
INFORMATION TECHNOLOGY**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 737,409	\$ 825,467	\$ 690,566	\$ 877,452
Supplies	113,732	58,544	47,598	12,488
Maintenance	404,075	417,401	417,353	381,175
Repairs	48,281	47,000	44,355	1,000
Support Services	174,027	125,035	122,381	139,150
Benefits	169,372	195,391	191,769	223,532
Minor Capital	239,009	303,079	323,779	357,756
Capital Outlay	72,452	39,327	1,044,925	138,654
<b>Total Expenditures</b>	<b>\$ 1,958,357</b>	<b>\$ 2,011,244</b>	<b>\$ 2,882,726</b>	<b>\$ 2,131,207</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Executive Director	1	1	1
Executive Assistant	1	1	1
Training & Development Coordinator	1	1	-
Applications Support Manager	-	-	1
Airport Network Supervisor	1	1	-
Projector Coordinator	-	-	1
Software Specialist	1	1	1
Computer Operator	1	1	1
Enterprise Operations Manager	1	1	1
Computer Technician	3	3	2
Computer Mainframe Specialist	1	1	-
System Administrator II	-	-	1
Help Desk Technician	-	-	1
Network Manager	1	1	1
Network Administrator	1	1	1
Network Technician	2	4	4
CAD GIS Technician	2	2	2
<b>Total</b>	<b>17</b>	<b>19</b>	<b>19</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Work orders	3,996	4,656	4,704
Devices supported	6,250	4,345	4,500
Help desk calls received	-	9,178	8,000

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Work orders closed in 5 days	49.0%	49.0%	55.0%



*Dedicated Service – Every Day, for Everyone!*

**GENERAL FUND  
COMMUNITY SERVICES**

**CITY OF KILLEEN  
FY2016 BUDGET**

**Description**

The Community Services department is comprised of ten divisions:

- |                                |                           |                    |
|--------------------------------|---------------------------|--------------------|
| 1. Golf                        | 5. Family Aquatics Center | 8. Cemetery        |
| 2. Community Center Operations | 6. Recreation             | 9. Senior Citizens |
| 3. Parks                       | 7. Athletics              | 10. Swimming Pools |
| 4. Lions Club Park             |                           |                    |

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 2,918,822	\$ 3,356,324	\$ 2,929,687	\$ 3,177,424
Supplies	738,989	779,684	735,175	743,020
Maintenance	140,487	128,476	126,921	116,225
Repairs	76,581	80,387	71,627	75,917
Support Services	849,285	499,947	486,718	885,885
Benefits	789,627	884,000	789,466	942,309
Designated Expenses	174,658	156,883	153,426	154,684
Charitable Service Org	3,200	-	-	-
Minor Capital	11,263	5,500	8,600	7,000
Capital Outlay	66,441	79,806	114,972	-
<b>Total</b>	<b>\$ 5,769,353</b>	<b>\$ 5,971,007</b>	<b>\$ 5,416,592</b>	<b>\$ 6,102,464</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Executive Director Community Services	-	1	1
Executive Assistant	1	1	1
Assistant Director	1	1	1
Director	1	-	-
Superintendent	5	5	5
Manager	3	3	3
Supervisor	7	8	8
Principal Secretary	1	1	1
Golf Professional	1	1	1
Attendant	4	4.5	4.5
Custodian	1	3	3
Crew Leader	7	6	6
Program Assistant	12	13	13
Program Coordinator	2	1	1
Golf Course Maintenance Technician	2	2	2
Equipment Services Technician	2	2	2
Greenskeeper	7	6	6
Graffiti Removal Specialist	1	1	1
Grounds Maintenance Workers	29	29	29
Accounting Specialist	1	1	1
<b>Total</b>	<b>88</b>	<b>89.5</b>	<b>89.5</b>

**Unfunded Approved Authorizations**

Principal Secretary	1	1	1
Director of Parks & Recreation	1	1	1
<b>Total Unfunded Approved Authorizations</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Total Staffing</b>	<b>90</b>	<b>91.5</b>	<b>91.5</b>

**GENERAL FUND  
COMMUNITY SERVICES  
GOLF COURSE**

---

**DESCRIPTION**

---

Stonetree Golf Club is a championship caliber public golf course owned and operated by the City of Killeen. The golf course attracts approximately 50,000 rounds of golf each year and is open every day except Christmas from daylight to dark, weather permitting. The golf course holds approximately 45 golf tournaments per year. Stonetree Golf Club hosts some of the major charity fundraisers in the area as well as the Texas Association of Parochial and Private Schools (TAPPS) State Championship and is one of the host sites for the largest Junior Golf Tournament, Starburst. The pro shop is kept fully stocked with the latest golf equipment and apparel. Stonetree employs a Golf Professional offering player development through personal instruction and a schedule of golf clinics throughout the year. The clubhouse is an 8,000 square foot structure that houses a snack bar operated by a local outside vendor.

**ACCOMPLISHMENTS**

---

- Converted to a new golf management software platform.
- Implemented technology improvements enabling patrons to book tee times online.
- Updated the starter building to blend aesthetically with other structures on the course.
- Expanded the Junior Golf program.

**GOALS**

---

- Prepare an annual review of facilities and course conditions and identify and schedule upgrades and improvements.
- Complete annual ball mark repair project.
- Oversee greens, tee boxes, and fairways for optimum playing conditions.
- Implementation of an effluent water program.
- Conduct a course wide bunker review/repair project.
- Improve the southernmost areas of the course with landscaping and signage to coincide with enhanced visibility from FM 2410 expansion.

**GENERAL FUND  
COMMUNITY SERVICES  
GOLF COURSE**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 669,396	\$ 711,848	\$ 667,580	\$ 669,374
Supplies	159,423	166,095	157,355	160,321
Maintenance	12,715	12,000	13,645	11,000
Repairs	22,014	19,820	19,125	21,300
Support Services	231,138	148,668	158,973	237,921
Benefits	186,581	192,924	185,429	201,390
Minor Capital	3,100	500	1,100	500
Designated Expenses	165,794	156,883	153,426	154,684
Capital Outlay	4,727	-	-	-
<b>Total</b>	<b>\$ 1,454,888</b>	<b>\$ 1,408,738</b>	<b>\$ 1,356,633</b>	<b>\$ 1,456,490</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
General Manager	1	1	1
Golf Professional	1	1	1
Golf Course Superintendent	1	1	1
Golf Shop Manager	1	1	1
Attendant	4	4.5	4.5
Golf Course Maintenance Technician	2	2	2
Equipment Services Technician	1	1	1
Greenskeeper	7	6	6
Principal Secretary	1	1	1
<b>Total</b>	<b>19</b>	<b>18.5</b>	<b>18.5</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Rounds of golf	45,330	44,565	48,960
Tournaments hosted	40	40	44
Acres mowed & maintained	149	149	149

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Players indicating satisfaction with course	98.0%	99.0%	99.0%
Tournaments in 2nd year or more	99.0%	95.0%	99.0%

**GENERAL FUND  
COMMUNITY SERVICES  
COMMUNITY CENTER OPERATIONS**

---

**DESCRIPTION**

---

The Killeen Community Center Operations division supports the day to day operations of the Killeen Community Center. The facility houses the Recreation division of Parks and Recreation as well as Volunteer Services.

**ACCOMPLISHMENTS**

---

- Hosted the Hot Summer Nights Concert Series.
- Hosted Movies in the Park.
- Hosted Celebrate Killeen Festival.
- Hosted the Jingle Bell Dash 5K.
- Hosted Breakfast in Toy Land.
- Hosted 2014 Holiday Tree Lighting and movie event.
- Began Community Center renovation project.

**GOALS**

---

- Provide cost effective meeting areas for local clubs and organizations.
- Provide access to recreational programming and athletic programming for area residents.
- Provide a northern location for program participants to register for Parks and Recreation programming.
- Serve the community as a northern location for open gym usage.
- Complete Community Center renovations.

**GENERAL FUND  
COMMUNITY SERVICES  
OPERATIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

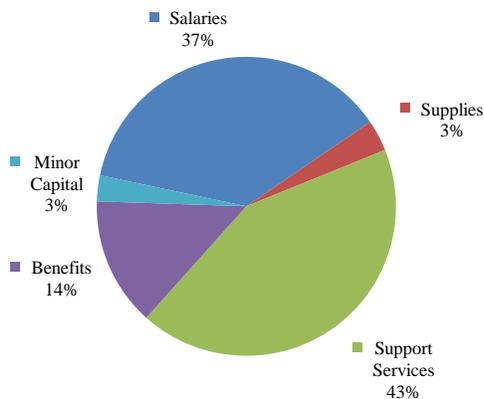
<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 74,851	\$ 179,497	\$ 26,097	\$ 66,137
Supplies	4,403	8,181	6,071	5,981
Support Services	68,286	21,700	16,400	76,150
Benefits	21,803	48,113	8,868	24,752
Minor Capital	-	5,000	5,000	5,000
<b>Total</b>	<b>\$ 169,343</b>	<b>\$ 262,491</b>	<b>\$ 62,436</b>	<b>\$ 178,020</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Recreation Assistants	2	3	3
Community Center Coordinator	1	-	-
Executive Assistant	1	-	-
Director of Community Services	1	-	-
<b>Total</b>	<b>5</b>	<b>3</b>	<b>3</b>

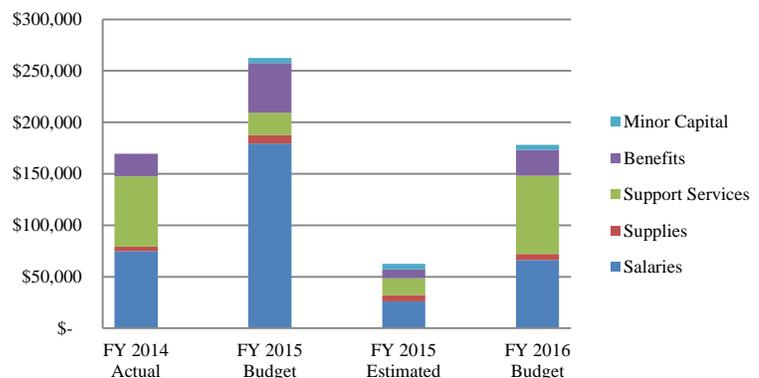
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Room reservations	240	75	120
Hours reserved	5,575	600	2,787

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Change in reservations	(51%)	(92%)	50%

**Department Expenditures**



**Department Expenditures History**



**GENERAL FUND  
COMMUNITY SERVICES  
PARKS**

---

**DESCRIPTION**

---

The Parks Division's primary function is to enhance, promote, and provide quality parks and related recreational facilities for the citizens of Killeen. The Division also provides logistical support to other external and internal entities within the City of Killeen.

**ACCOMPLISHMENTS**

---

- Installed water fountain and bottle filling stations at the Killeen Athletic Complex and Lions Club Park.
- Renovated Long Branch Park to include two full court basketball courts.
- Installed fencing around the Lions Club Park Multipurpose Fields.
- Converted tennis/basketball courts at AA Lane to futsal courts.
- Constructed Mickey's Convenience Stores Dog Park.
- Constructed a maintenance storage room and meeting room within the Killeen Athletic Complex.
- Launched downtown mowing crew.

**GOALS**

---

- Maintain the aesthetic and recreational value of all city parks, athletic fields, landscaped areas, and urban forest.
- Provide support to all external and internal entities within the City of Killeen.

**GENERAL FUND  
COMMUNITY SERVICES  
PARKS**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 917,169	\$ 1,018,010	\$ 918,759	\$ 999,555
Supplies	249,841	247,737	247,492	245,783
Maintenance	107,375	100,251	100,251	92,000
Repairs	38,789	39,350	35,000	34,000
Support Services	179,750	58,600	70,300	178,500
Benefits	295,607	314,881	305,706	324,448
Minor Capital	1,585	-	2,500	-
Capital Outlay	25,022	55,648	54,122	-
<b>Total</b>	<b>\$ 1,815,138</b>	<b>\$ 1,834,477</b>	<b>\$ 1,734,130</b>	<b>\$ 1,874,286</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Superintendent	1	1	1
Graffiti Removal Specialist	1	1	1
Supervisor	2	3	3
Grounds Maintenance Crew Leaders	5	5	5
Grounds Maintenance Workers	25	26	26
Equipment Service Technician	1	1	1
<b>Total</b>	<b>35</b>	<b>37</b>	<b>37</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Parks/Landscape Acreage Maintained</b>			
Low maintenance areas	775	807	807
Medium maintenance areas	61	72	72
High maintenance areas	20	29	29
<b>Man Hours per Acre</b>			
Low maintenance areas	200	223	223
medium maintenance areas	600	628	628
High maintenance areas	2,500	2,532	2,532

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Achieved park/landscape target maintenance standard	100.0%	100.0%	100.0%

**GENERAL FUND  
COMMUNITY SERVICES  
LIONS CLUB PARK OPERATIONS**

---

**DESCRIPTION**

---

The Lions Club Park Operations supports the day to day activity of the Lions Club Park Family Recreation Center. The facility features a state of the art fitness center, indoor walking track, aerobics room, two full size basketball/ volleyball courts and restroom/shower facilities. The facility serves as the primary location for Parks and Recreation staff.

**ACCOMPLISHMENTS**

---

- Provided support services for a full service athletic program.
- Provided access to structured affordable health and fitness facilities for families in the Killeen area.
- Provided professional instruction for fitness equipment usage.
- Added 2 new classes, R.I.P.P.E.D. and Cize to the current fitness class schedule.
- Provided 21 fitness classes per week for all members as a part of their membership.
- Provided multiple youth basketball and volleyball camps throughout the year.
- Installed combination lockers inside gymnasium and second floor fitness center.

**GOALS**

---

- Provide access to practice facilities for area basketball/volleyball club teams.
- Provide improved health and fitness programming for residents.
- Provide full service athletic and recreational programming.
- Continue to provide access to two full size gymnasiums to accommodate adult and youth basketball and volleyball programs.
- Continue to provide cost effective alternatives for residents seeking to utilize training equipment.
- Continue to provide a minimum of 20 fitness classes per week for all members as a part of their membership.
- Increase memberships.
- Continue to offer youth basketball/volleyball camps throughout the year.

**GENERAL FUND  
COMMUNITY SERVICES  
LIONS CLUB PARK OPERATIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 461,934	\$ 527,751	\$ 489,007	\$ 634,399
Supplies	32,102	51,129	31,879	47,807
Maintenance	7,897	-	-	-
Repairs	2,620	5,600	5,100	5,600
Support Services	134,984	83,882	41,378	140,078
Benefits	117,131	127,462	127,568	187,063
Capital Outlay	36,692	-	36,692	-
<b>Total</b>	<b>\$ 793,360</b>	<b>\$ 795,824</b>	<b>\$ 731,624</b>	<b>\$ 1,014,947</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Executive Director Community Services	-	1	1
Asst. Director of Parks and Recreation	1	1	1
Executive Assistant	-	1	1
Accounting Specialist	1	1	1
Custodian	1	3	3
Supervisor (Recreation Center)	1	1	1
Recreation Assistants	8	8	8
<b>Total</b>	<b>12</b>	<b>16</b>	<b>16</b>

<b>Unfunded Staffing Authorizations</b>			
Principal Secretary - Unfunded	1	1	1
Director of Parks & Recreation - Unfunded	1	1	1
<b>Total Unfunded Staffing Authorizations</b>	<b>2</b>	<b>2</b>	<b>2</b>
<b>Total Staffing</b>	<b>14</b>	<b>18</b>	<b>18</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Memberships	2,005	2,220	2,300
Fitness courses offered to members	21/wk	21/wk	21/wk

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Increase in number of memberships	245	195	80
Percentage increase in memberships	14.0%	10.7%	3.6%

**GENERAL FUND  
COMMUNITY SERVICES  
FAMILY AQUATICS CENTER**

---

**DESCRIPTION**

---

The Family Aquatic Center division supports the day to day operations of the Family Aquatic Center. The Family Aquatic Center features amenities to include a lap pool, leisure pool, plunge pool, water play structures, beach area, spray grounds, a bowl slide, plunge slide and two racing slides. The Family Aquatic Center also features concession facilities and three large shade structures to promote facility rentals.

**ACCOMPLISHMENTS**

---

- Provided multiple levels of swim lessons which included the following: Parents and Tots, American Red Cross levels 1-4 for adults and children.
- Recruited and trained an aquatic staff that oversaw the day to day operations of the Family Aquatic Center.
- Repainted slides at Family Aquatic Center.

**GOALS**

---

- Provide quality of life for residents seeking water leisure activities.
- Provide non-structured recreational aquatic opportunities for members of the Central Texas Community.
- Provide cost effective alternatives to residents seeking aquatic experiences.
- Continue recruiting and training an aquatic staff to oversee the day to day operations of the Family Aquatic Center.
- Continue to provide multiple levels of swim lessons for the community.

**GENERAL FUND  
COMMUNITY SERVICES  
FAMILY AQUATICS CENTER**

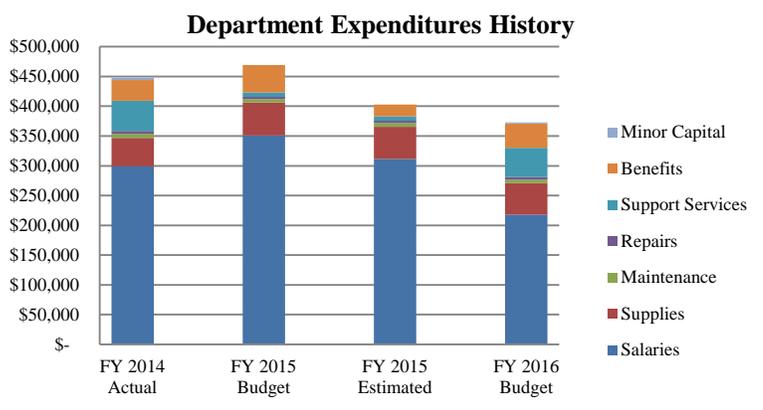
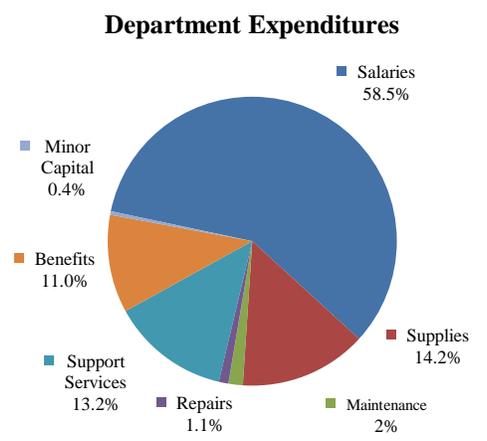
**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 299,022	\$ 351,354	\$ 311,333	\$ 218,005
Supplies	47,528	54,543	54,409	53,043
Maintenance	7,393	6,000	6,000	6,000
Repairs	4,887	4,000	3,800	4,000
Support Services	50,566	7,400	7,600	49,400
Benefits	34,487	45,816	19,829	40,885
Minor Capital	3,840	-	-	1,500
<b>Total</b>	<b>\$ 447,723</b>	<b>\$ 469,113</b>	<b>\$ 402,971</b>	<b>\$ 372,833</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Supervisor	1	1	1
Crew Leader	1	-	-
<b>Total</b>	<b>2</b>	<b>1</b>	<b>1</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Private reservations	61	75	75
Umbrella reservations during hours of operation	115	120	120
Swimming lesson registrations	1,404	1,450	1,450
Yearly attendance	67,811	71,000	71,000
Swim courses offered weekly	15	15	15
Parents and tots weekly	10	10	10
American red cross courses	7	8	8

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Swim lessons filled	79.0%	80.0%	80.0%
Family aquatic center reservations filled	55.0%	70.0%	70.0%
Daily attendance filled	55.0%	60.0%	60.0%



**GENERAL FUND  
COMMUNITY SERVICES  
RECREATION**

---

**DESCRIPTION**

---

The goal of the Recreation Division is to provide diverse recreation programming for the community. Free annual special events such as Splash Bash, Barktoberfest, Easter Egg Hunt, Halloween Carnival, Celebrate Killeen Festival, Holiday Under the Stars, Hot Summer Nights, and Movies in Your Park increase the quality of life for the entire community. In addition, the Recreation Division offers 4 annual Centex Race Series runs, a Daddy Daughter Dance, Mother Daughter Sleepover, Father Son Campout, Hometown Hustle, and various specialized recreation courses to the community at an affordable rate. The Recreation Division strives to promote and make accessible a wide variety of cultural and recreational services for citizens of all ages.

**ACCOMPLISHMENTS**

---

- Hosted free annual events: Holiday Under the Stars, Halloween Carnival, Splash Bash, Hot Summer Nights Concert Series, Movies in Your Park Series, Easter Egg Hunt, and Barktoberfest.
- Successfully hosted a BBQ Cook-off in conjunction with Celebrate Killeen Festival.
- Secured a corporate sponsor for Movies in Your Park, the Halloween Carnival, and one hosted run in the Centex Race Series.
- Coordinated the Centex Race Series with other central Texas cities and hosted four of the seventeen races, as well as hosted the annual awards banquet.

**GOALS**

---

- Continue to offer diverse recreation programming to the entire community.
- Promote the city parks as a viable option for community events.
- Continue to foster positive relationships with businesses in the community.
- Create a comprehensive recreation sponsorship program to help offset the cost of offering quality recreation programs.
- Secure corporate sponsors for Parks and Recreation Month, Daddy Daughter Dance, Hometown Hustle, Splash Bash, Easter Egg Hunt, and Barktoberfest.

**GENERAL FUND  
COMMUNITY SERVICES  
RECREATION**

**CITY OF KILLEEN  
FY2016 BUDGET**

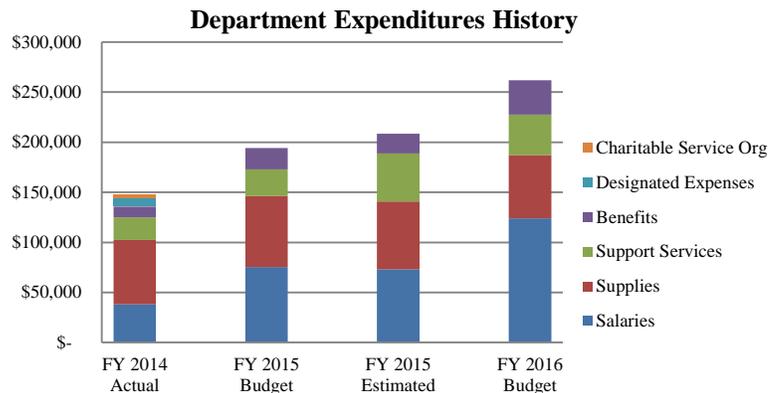
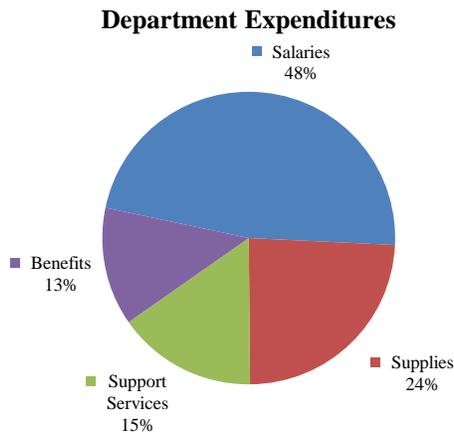
<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 38,072	\$ 75,400	\$ 73,071	\$ 124,161
Supplies	64,430	70,696	67,696	63,155
Support Services	22,384	26,700	47,903	40,311
Benefits	10,789	21,368	19,860	34,221
Designated Expenses	8,864	-	-	-
Charitable Service Org	3,200	-	-	-
<b>Total</b>	<b>\$ 147,739</b>	<b>\$ 194,164</b>	<b>\$ 208,530</b>	<b>\$ 261,848</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Superintendent	1	1	1
Recreation Supervisor	1	1	1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Programs offered	25	17	17
Cen-Tex race series participants	2,000	1,700	2,000
Special events supported annually	30	30	30

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Decrease in programs offered	(30%)	(32%)	0.0%
Increase participation in the four Centex race series runs hosted in Killeen	100%	100%	100%
Increase in events supported	0%	0%	0%

*\*Decrease is due to the Killeen Community Center being closed for renovations.*



**GENERAL FUND  
COMMUNITY SERVICES  
ATHLETICS**

---

**DESCRIPTION**

---

The Athletics Division provides and promotes a wide variety of youth and adult team sports, camps, and clinics. In addition, the Athletics Division promotes the City of Killeen as a viable option for championship play for adult & youth basketball, adult & youth softball, and youth baseball, thus enhancing the City's tourism efforts and regional shopping center efforts.

**ACCOMPLISHMENTS**

---

- Secured the TAAF Men's 6ft & Under Basketball State Tournament for the year 2016.
- Secured the TAAF Women's Major Basketball State Tournament for the year 2016.
- Secured Academy Sports & Outdoors as a major sponsor for all youth sport programs.
- Secured Dennis Eakin KIA as the sponsor for the 10U boys' baseball league.
- Secured the bid to host the 2016 TAAF Annual Meeting.
- Offered an additional Men's Basketball season during the summer season of 2015.
- Offered an additional age groups (10 & 12 and under) for youth flag football during the fall season 2015.
- Hosted the Spring Texas Challenge Series of the Amateur Softball Association.
- Hosted Girls 16u A & B Fast Pitch State Tournament.
- Hosted Little League Baseball District Championship Tournament.
- Hosted Little League Baseball Sectional Championship Tournament.
- Hosted TAAF Men's 6ft & Under Basketball State Tournament.
- Hosted TAAF Men's Major Basketball State Tournament.

**GOALS**

---

- Provide a diverse offering of athletic programs for area adults and youth.
- Bid and receive state and national tournaments via the Amateur Softball Association, Texas Amateur Athletic Federation, and Little League Baseball.
- Continue to recruit and retain sports officials and score keepers for athletic programming.
- Continue the current City affiliations with the Amateur Softball Association, Little League Baseball and Texas Amateur Athletic Federation to ensure professional development of staff and the promotion of Killeen, Texas as a viable option for state and national tournaments.
- Continue to accommodate the growth in youth and adult sports while maintaining the required 100% supervision policy to ensure programs are conducted in accordance with City standards and procedures.
- Successfully recruit all volunteer coaches prior to the start of each league's coaches' meeting.
- Bid and receive at least one state tournament from the Texas Amateur Athletic Federation.
- Bid and receive at least two state tournaments from the Amateur Softball Association.
- Host the Texas Challenge Softball Tournament series.

**GENERAL FUND  
COMMUNITY SERVICES  
ATHLETICS**

**CITY OF KILLEEN  
FY2016 BUDGET**

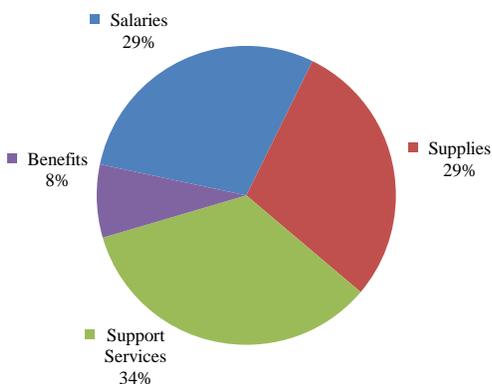
<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 94,408	\$ 106,563	\$ 98,019	\$ 105,338
Supplies	126,918	114,851	112,651	105,151
Support Services	125,600	127,886	122,286	124,586
Benefits	23,032	27,237	25,823	28,742
<b>Total</b>	<b>\$ 369,958</b>	<b>\$ 376,537</b>	<b>\$ 358,779</b>	<b>\$ 363,817</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Athletic Superintendent	1	1	1
Recreation Supervisor	2	2	2
<b>Total</b>	<b>3</b>	<b>3</b>	<b>3</b>

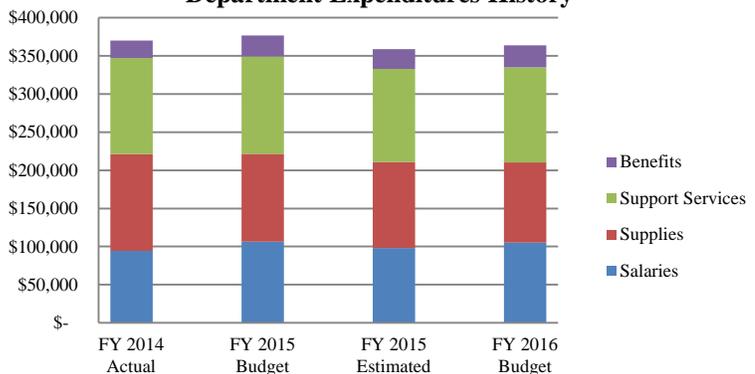
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Program participants	7,000	6,600	7,100

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
% of supervision @ KPR athletic events	100%	100%	100%
Invitational, regional, state & national tournaments hosted	7	5	4
Volunteer coach recruiting success	100%	100%	100%
Games cancelled due to failure to have adequate referees/umpires	-	-	-
Deadlines met for league start dates, coaches meetings, team formation and state registrations.	100%	100%	100%

**Department Expenditures**



**Department Expenditures History**



**GENERAL FUND  
COMMUNITY SERVICES  
CEMETERY**

---

**DESCRIPTION**

---

The Cemetery Division is responsible for the overall operation of the Killeen Municipal Cemetery. Operations include permanent record management of interments and disinterment's to meet state requirements, cemetery lot sales, funeral arrangements, and daily grounds maintenance, beautification of grounds, maintenance of facilities, planning and construction of new burial spaces and facilities, and assistance to cemetery patrons.

**ACCOMPLISHMENTS**

---

- Received donations and planted 31 living trees.
- Top dressed and seeded 115 new interment spaces and leveled 169 spaces.
- Continued inputting/updating data in cemetery software, continued scanning historical interment records and continued imaging monuments for inputting into cemetery software.
- Maintained the on-line interment list on the city website for genealogists.
- Provided and assisted Information Technology with records/information for the Cemetery Global Positioning System (GPS) project.
- Held, assisted and hosted special events/activities – Bob Gray Day Ceremony, Keep Killeen Beautiful Arbor Day Ceremony, Memorial Day Flag Placement Ceremony for Veteran's Graves, Avenue of Flags display for Bob Gray Day, Memorial Day and Veteran's Day and the Christmas Military Service Branch/Wreath display.

**GOALS**

---

- Continue beautification of grounds through Living Tree Program.
- Continue researching/defining cemetery's pre-1980 burial and sales data to develop more accurate records reflection of total burials and sales at the cemetery.
- Continue modernizing cemetery's record keeping ability to reduce paper files.
- Continue mowing and trimming 1,362 acres of land annually per the planned maintenance schedule which will include additional occupied spaces.
- Maintain existing beautification projects.
- Continue research and review of cemetery interment records and modernizing records through digital imaging of monuments and scanning historical interment/deed records for use by families, genealogists and to qualify for cemetery historical marker.
- Continue mapping Old Section B and C.
- Continue providing Information Technology with records/information for the Cemetery GPS project.

**GENERAL FUND  
COMMUNITY SERVICES  
CEMETERY**

**CITY OF KILLEEN  
FY2016 BUDGET**

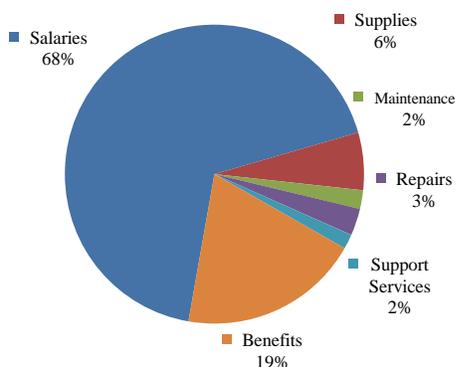
<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 211,372	\$ 228,764	\$ 198,961	\$ 205,279
Supplies	16,785	22,985	14,777	18,865
Maintenance	3,771	9,105	5,905	6,105
Repairs	5,486	9,452	6,702	8,852
Support Services	4,764	525	225	4,800
Benefits	59,888	64,540	57,225	59,188
Capital Outlay	-	24,158	24,158	-
<b>Total</b>	<b>\$ 302,066</b>	<b>\$ 359,529</b>	<b>\$ 307,953</b>	<b>\$ 303,089</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Superintendent	1	1	1
Crew Leader	1	1	1
Grounds Maintenance Worker	4	3	3
<b>Total</b>	<b>6</b>	<b>5</b>	<b>5</b>

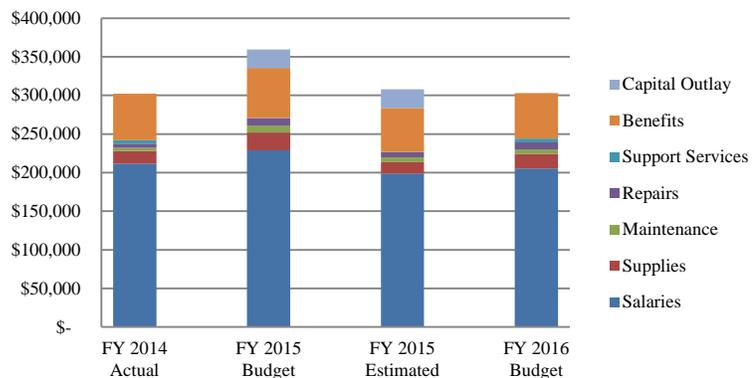
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Acreage mowed & trimmed	1,397	1,358	1,362
Occupied lots serviced	9,726	9,841	9,954
Interments/Disinterments	111	119	113
Spaces sold (Adults/Infants)	54	65	59
Customers served (Telephone/Visitors)	8,340	8,648	8,494
Monuments in-house repairs	227	9	10

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Annual operating cost per person per resident	\$ 2.46	\$ 2.23	\$ 2.19
Annual cost to mow/trim Acre	\$ 229	\$ 227	\$ 223
Annual cost to service occupied lots	\$ 33	\$ 31	\$ 30
Service satisfaction of patrons per occupied lots	99.96%	99.99%	99.99%

**Department Expenditures**



**Department Expenditures History**



**GENERAL FUND  
COMMUNITY SERVICES  
SENIOR CITIZENS**

---

**DESCRIPTION**

---

The Senior Citizens Division serves as a catalyst in maintaining emotional and physical health of area senior adults age 55 and older through quality recreational, educational, and health related programs in a safe environment.

**ACCOMPLISHMENTS**

---

- Continue innovative programming and scheduled activities that motivate and inspire seniors.
- Love Gifts for the Community produced 1,389 individual pieces (i.e. lap, fleece & preemie/baby blankets, baby ensembles, chemo caps, head bands, scarves with & without pockets, booties, shawls, etc.) for Metroplex Hospital, Families in Crisis and The Rosewood Care Center.
- Sews and Sews produced 182 items for the Hope Pregnancy Center, Scott & White Cardiac Unit and Our Lady of Maternity for Unwed/Homeless Mothers. This included baby hats, baby blankets, slippers, gloves, scarves and mats for the homeless.
- Special events: Giving Thanks Program & Luncheon at the Killeen Civic & Conference Center with 491 attendees funded by the Veterans of Killeen, Senior Market Day with 60 vendors and over 400 attendees.
- Participated in the Don't Mess with Texas Trash-Off and Make a Difference Day Killeen events.
- Conducted senior citizen trips to Myrtle Beach, FL, South Caribbean Cruise and Washington, D.C.

**GOALS**

---

- Promote the Senior Centers' programs and activities to increase membership at both Senior Centers.
- Continue and expand classes, recreational activities and programs that interest seniors.
- Continue and expand daily lunch programs to provide seniors with a nutritionally balanced and affordable meal.
- Continue and expand the Senior Center's involvement in community charitable activities and events.
- Continue to promote activities at both the Bob Gilmore Center and the Lions Club Park Senior Center.
- Continue to expand programming at both Senior Centers & offer innovative events of benefit or interest to seniors.
- Continue charitable projects that benefit the community as well as offering purposeful activities for the membership.
- Continue to interface with organizations and agencies that have services of interest or benefit to senior citizens.

**GENERAL FUND  
COMMUNITY SERVICES  
SENIOR CITIZENS**

**CITY OF KILLEEN  
FY2016 BUDGET**

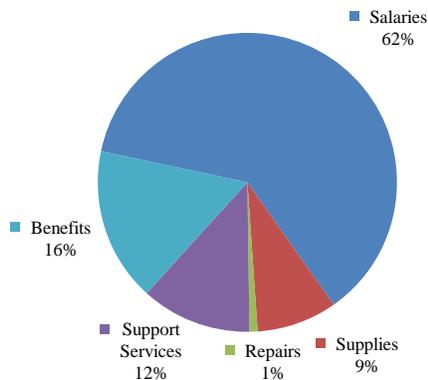
<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 152,598	\$ 157,137	\$ 146,860	\$ 155,176
Supplies	18,635	20,163	19,541	21,810
Repairs	2,785	2,165	1,900	2,165
Support Services	27,319	23,186	20,253	29,989
Benefits	40,309	41,659	39,158	41,620
<b>Total</b>	<b>\$ 241,646</b>	<b>\$ 244,310</b>	<b>\$ 227,712</b>	<b>\$ 250,760</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Senior Centers Manager	1	1	1
Program Assistant	1	1	1
Program Coordinator	1	1	1
Office Assistant	1	1	1
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4</b>

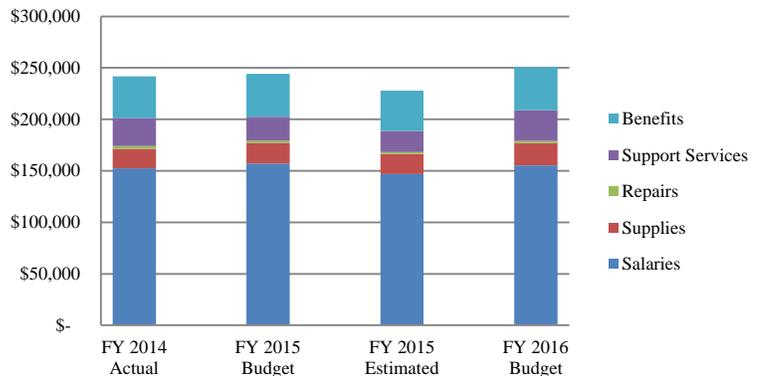
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Annual Attendance LCPSC/BGC	64,313	65,184	67,140
Memberships LCPSC/BGC	5,003	5,333	5,493
Lunches Served LCPSC/BGC	17,095	15,665	16,135
New Members	847	835	835

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Operational costs per attendee	\$3.89	\$3.49	\$3.73
Operational costs per member	\$49.99	\$42.70	\$45.65
Per capita operational cost	\$1.86	\$1.69	\$1.82
City population served	4.8%	4.8%	4.9%
City senior citizen population served	3.0%	3.2%	3.2%

**Department Expenditures**



**Department Expenditures History**



**GENERAL FUND  
COMMUNITY SERVICES  
SWIMMING POOLS**

---

**DESCRIPTION**

---

The goal of the Pools Division is to support the increase in aquatic needs for the community. The Pools Division strives to ensure that all citizens can enjoy a safe and fun swimming experience.

**ACCOMPLISHMENTS**

---

- Offered re-certification programs for CPR, AED, First Aid, Lifeguard, and Water Safety Instructor.

**GOALS**

---

- Conduct a comprehensive review of Long Branch and Pershing Park pools.
- Implement a comprehensive lifeguard training program.
- Continue to provide a safe and fun swimming experience for all citizens of Killeen.
- Continue to provide in-service training for our aquatics staff.

**GENERAL FUND  
COMMUNITY SERVICES  
SWIMMING POOLS**

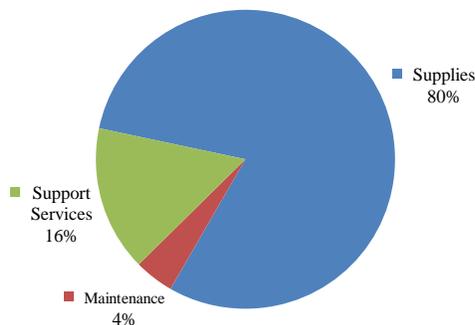
**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Supplies	\$ 18,924	\$ 23,304	\$ 23,304	\$ 21,104
Maintenance	1,336	1,120	1,120	1,120
Support Services	4,494	1,400	1,400	4,150
Minor Capital	2,738	-	-	-
<b>Total</b>	<b>\$ 27,492</b>	<b>\$ 25,824</b>	<b>\$ 25,824</b>	<b>\$ 26,374</b>

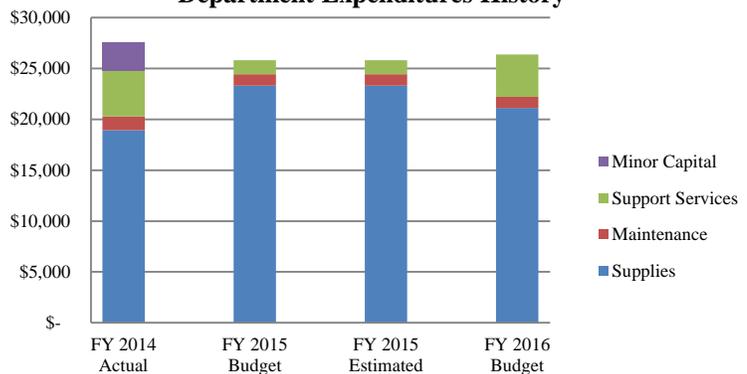
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
After hours pool parties	7	7	8
Yearly attendance	7,500	7,700	7,900
Water aerobics classes	12	-	-

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Pool reservations filled	23%	25%	25%
Water aerobics classes filled	40%	0%	0%

**Department Expenditures**



**Department Expenditures History**





***Dedicated Service – Every Day, for Everyone!***

**GENERAL FUND  
COMMUNITY DEVELOPMENT**

**CITY OF KILLEEN  
FY2016 BUDGET**

**Description**

The Community Development department is comprised of five divisions:

- 1. Library
- 2. Killeen Arts & Activity Center
- 3. Community Development Operations
- 4. Home Program
- 5. Lien Services

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 1,375,716	\$ 1,494,475	\$ 1,400,069	\$ 1,506,080
Supplies	104,767	138,575	113,554	125,051
Maintenance	46,665	90,000	96,888	76,888
Repairs	23,929	31,150	30,030	29,450
Support Services	177,718	106,156	80,604	206,777
Benefits	352,032	373,090	358,867	399,245
Designated Expenses	617	2,000	1,000	2,000
Minor Capital	60,336	35,475	36,984	37,432
Capital Outlay	150,294	162,712	162,712	162,712
<b>Total</b>	<b>\$ 2,292,074</b>	<b>\$ 2,433,633</b>	<b>\$ 2,280,708</b>	<b>\$ 2,545,635</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Executive Director	-	1	1
Executive Assistant	-	1	1
Director	2	1	1
Assistant Director of Library Services	2	2	2
Reference Librarian	2	2	2
Inter-Library Loan Librarian	-	-	1
Cataloger	1	1	1
Library Supervisor	4	4	4
Library Assistant	1	1	1
Senior Reference Assistant	2	2	2
Principal Secretary	1	1	1
Library Clerk	12	12	12
Operations Supervisor	1	1	1
Custodian	1.5	2	3
Office Assistant	1	1	1
Event Coordinator	1	1	1
Community Development Program Manager	1	1	1
Community Development Specialist	1	1	1
Home Program Coordinator	1	1	1
Lien Specialist	2	2	2
<b>Total</b>	<b>36.5</b>	<b>38</b>	<b>40</b>

**Special Revenue Fund Staffing**

Housing Specialist	1	1	1
<b>Total Special Revenue Fund Staffing</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Total Staffing</b>	<b>37.50</b>	<b>39</b>	<b>41</b>

**GENERAL FUND  
COMMUNITY DEVELOPMENT  
LIBRARY SERVICES**

---

**DESCRIPTION**

---

The Library Services Division operates two facilities: the Main Library, a 14,200 square foot building in the downtown area, and the Copper Mountain Branch Library, a 9,800 square foot building near the heart of Killeen's retail district. These two buildings house a dynamic collection of more than 120,000 items for all ages and educational levels. In addition to physical items, the libraries provide over 10,000 downloadable audio books, e-books and e-magazines as well as a selection of online databases. A strong commitment to preschool literacy is reflected in the nine story times each week during the school year and during the annual summer reading club program.

**ACCOMPLISHMENTS**

---

- Regained state accreditation one year ahead of schedule.
- Completed first year of reciprocal borrowing agreement with Texas A&M-Central Texas Library.

**GOALS**

---

- Promote an early start to lifelong literacy through story times and summer reading club activities for children ages 0-17.
- Provide a dynamic collection of physical and electronic resources that meet the instructional and leisure needs of Killeen's citizens.
- Provide an adequate number of public computers to meet the needs of citizens who otherwise might not have access to computers and the internet for their home, business, and school needs.
- Continue building online "virtual library" to provide enhanced services to all citizens, regardless of their physical presence in library.
- Implement full interlibrary loan service by July 1, 2016, to ensure that Killeen's citizens may obtain necessary materials from other libraries.

**GENERAL FUND  
COMMUNITY DEVELOPMENT  
LIBRARY SERVICES**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 932,680	\$ 980,960	\$ 928,606	\$ 971,814
Supplies	80,205	99,413	81,604	85,386
Repairs	1,183	2,150	1,130	250
Support Services	45,208	17,982	11,855	56,175
Benefits	240,293	244,863	236,273	255,788
Minor Capital	27,175	-	780	6,656
Capital Outlay	150,294	162,712	162,712	162,712
<b>Total</b>	<b>\$ 1,477,038</b>	<b>\$ 1,508,080</b>	<b>\$ 1,422,960</b>	<b>\$ 1,538,781</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Director of Library Services	1	1	1
Assistant Director of Library Services	2	2	2
Reference Librarian	2	2	2
Inter-Library Loan Librarian	-	-	1
Cataloger	1	1	1
Library Supervisor	4	4	4
Library Assistant	1	1	1
Senior Reference Assistant	2	2	2
Principal Secretary	1	1	1
Library Clerk	12	12	12
<b>Total</b>	<b>26</b>	<b>26</b>	<b>27</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Items Circulated	287,769	290,974	293,000
Library visits	270,983	264,688	265,000
Children's program attendees	7,816	8,933	9,000
Public computer users	100,057	81,897	82,000
Downloadable materials checked out	10,224	13,573	14,000

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Change in circulation of materials	(5.5%)	1.10%	0.70%
Change in library visits	(4.6%)	(2.3%)	-
Change in children's program attendance	193.30%	14.00%	-
Change in Public Computer Users	1.70%	(18.1%)	-
Change in downloadable materials checked out	94.90%	32.70%	3.10%

**GENERAL FUND  
COMMUNITY DEVELOPMENT  
KILLEEN ARTS & ACTIVITIES CENTER**

---

**DESCRIPTION**

---

The Killeen Arts & Activities Center is located at 801 N. 4th Street in downtown Killeen. The 78,000 sq. ft. center has leased spaces to several social agencies and two schools, as well as a studio for the Killeen Civic Art Guild. The center encompasses a large, 415 seat auditoriums with plush stadium seating and rich drapery. The dressing rooms and “Green” room sit behind the stage, which is ADA compliant. The small auditorium, formerly Clements Chapel, has two dressing rooms, a reception hall and a small kitchen. There are several additional spaces available that seat anywhere from 40 – 250 people. The center is also equipped with a full commercial kitchen, an outdoor courtyard, a covered pavilion, and a playscape with park space.

**ACCOMPLISHMENTS**

---

- Provided a public entertainment venue that is less expensive but compliments the Civic & Conference Center.
- Encouraged recurring events to grow into signature and annual events to increase bookings.
- Updated information through the city website and Facebook page for increased public awareness of events as well as created the web site specifically for the Arts & Activities Center.
- Increased advertising through several engagement and bridal magazines and participated in several extravaganzas to promote the spaces available at the center.
- Two meeting rooms were updated with state of the art Audio and Visual components to give clients more options and promote the usage of these meeting rooms.

**GOALS**

---

- Provide space for conventions, meetings, reunions, and other related business.
- Provide space for entertainment for both local citizens and visitors who come from outside the local area.
- Provide space for civic organizations, private events and commercial entities.
- Continue to improve and market the center to increase event bookings and increase revenue.
- Continue to develop and implement community awareness and promotion of the center to include an interactive web site.
- Update options on additional audio/visual needs for clients.
- Update Performing Arts Center with drop down screens, projectors and improve sound with ceiling speakers.

**GENERAL FUND  
COMMUNITY DEVELOPMENT  
KILLEEN ARTS & ACTIVITIES CENTER**

**CITY OF KILLEEN  
FY2016 BUDGET**

**Expenditure Summary**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 114,010	\$ 139,431	\$ 114,211	\$ 157,084
Supplies	18,746	28,641	24,350	29,405
Maintenance	46,665	90,000	96,888	76,888
Repairs	22,600	28,500	28,400	28,000
Support Services	93,190	28,779	27,755	97,381
Benefits	33,000	42,110	36,783	54,591
Designated Expenses	617	2,000	1,000	2,000
Minor Capital Outlay	33,161	35,475	35,475	28,776
<b>Total</b>	<b>\$ 361,989</b>	<b>\$ 394,936</b>	<b>\$ 364,862</b>	<b>\$ 474,125</b>

**Staffing**

	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Operations Supervisor	1	1	1
Custodian	1.5	2	3
Office Assistant	1	1	1
Event Coordinator	1	1	1
<b>Total</b>	<b>4.5</b>	<b>5</b>	<b>6</b>

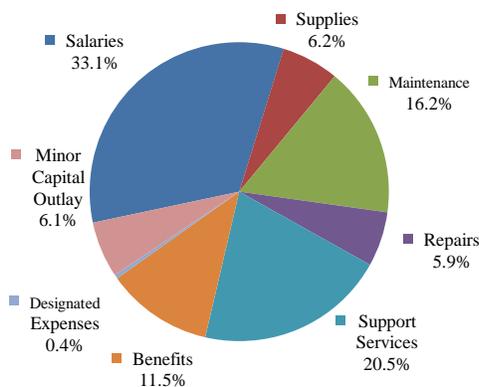
**Workload/Demand Measures**

	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Events booked	273	390	445
Revenue generated	\$ 49,809	\$ 106,434	\$ 121,335

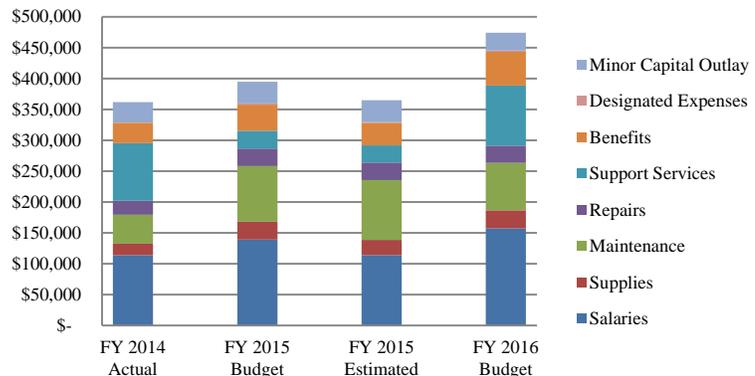
**Performance Measures**

	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Increase in event revenues	68%	15%	14%
Increase in events booked	80%	21%	14%

**Department Expenditures**



**Department Expenditures History**



**GENERAL FUND  
COMMUNITY DEVELOPMENT  
OPERATIONS**

---

**DESCRIPTION**

---

The purpose of Community Development is to provide guidance and appropriate policy development from which to implement strategies, programs, and projects to assist in meeting decent and affordable housing needs, promote suitable living environments, and expand economic opportunities for all citizens of Killeen—particularly low and moderate income citizens. The Community Development Block Grant is awarded to the City of Killeen via an entitlement grant program funded through the U.S. Department of Housing and Urban Development. This program allows the local community the flexibility to decide its funding priorities.

**ACCOMPLISHMENTS**

---

- Expended funding in the amount of \$ 77,887 for public services programs to Killeen residents through eight public service agencies who provided assistance to 3,574 persons.
- Provided transportation services for 215 elderly Killeen residents through the City of Killeen Elderly Transportation Program.
- Completed substantial rehabilitation of 7 owner-occupied homes, 3 of those homes required Lead Based Paint testing and interim controls. In addition, 4 “Urgent Need” rehabs were completed as well, of those urgent needs rehabs were for plumbing, 1 was HVAC related.
- Began renovation of the Families in Crisis, Inc. Homeless Shelter expected to be completed in FY2016.
- Began construction work on the Stewart Neighborhood Improvements Project to be completed by the end of November 2015.

**GOALS**

---

- Increase, improve and maintain affordable housing for low and moderate income residents.
- Improve infrastructure in identified low income areas to include street and park improvements, sewer and water improvements and improvements to other public facilities.
- Improve human services delivery programs, including but not limited to health, housing, aging, disabled, youth, transportation, child care, substance abuse, job skills, employment training, and homeless services for persons of low to moderate income.
- Complete the renovation of shelter for persons who are experiencing homelessness in Killeen.
- Complete the Stewart Neighborhood Park phase I and phase II projects.
- Administer CDBG and HOME program funding for FY2016.
- Ensure housing rehabilitation and first time homebuyer programs have continued to complete projects as outlined in the Consolidated Plan.
- Embark on an education campaign for Fair Housing to increase awareness in the community.

**GENERAL FUND  
COMMUNITY DEVELOPMENT  
OPERATIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 295,411	\$ 246,692	\$ 234,806	\$ 248,060
Supplies	4,816	4,421	4,050	5,560
Repairs	146	500	500	1,200
Support Services	34,582	32,991	16,157	26,051
Benefits	68,552	51,518	52,511	54,367
Minor Capital Outlay	-	-	729	2,000
<b>Total</b>	<b>\$ 403,507</b>	<b>\$ 336,122</b>	<b>\$ 308,753</b>	<b>\$ 337,238</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Executive Director of Community Development	-	1	1
Director of Community Development	1	-	-
Executive Assistant	-	1	1
Community Development Program Manager	1	1	1
Community Development Specialist	1	1	1
Lien Specialist	2	-	-
<b>Total</b>	<b>5</b>	<b>4</b>	<b>4</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Public services - persons assisted	3,644	3,574	2,921
% of public services - amount expended	93%	95%	100%
Housing units rehabilitated	14	11	4
% of housing rehabilitation amount expended	88%	80%	133%
Street improvements - LMA persons	10,119	-	3,960
% of street improvements amount expended	100%	19%	100%
Sidewalk improvements - LMA persons	1,842	-	3,355
% of sidewalk improvements amount expended	100%	-	100%
Park improvements - LMA persons	-	-	3,355
5 of park improvements amount expended	-	-	100%
Homeless shelters	-	-	1
Homeless shelters amount expended	(100%)	100%	100%
Public facilities/improvements	1	-	1
% of public facilities/improvements amount Expended	100%	-	100%

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Public services - persons	93%	166%	100%
Decent and affordable housing	88%	183%	100%
Street improvements - LMA persons	100%	-	100%
Sidewalk improvements - LMA persons	100%	-	100%
Park improvements - LMA persons	-	-	100%
Homeless shelters	-	-	100%
Public facilities and improvements	100%	-	100%

**GENERAL FUND  
COMMUNITY DEVELOPMENT  
HOME PROGRAM**

---

**DESCRIPTION**

---

The HOME Program is a function within the direction of the Community Development Department, which provides guidance and appropriate policy development from which to implement strategies, programs, and design projects to assist in meeting decent and affordable housing needs for all citizens of Killeen, particularly low and moderate income citizens. The HOME program is funded through an entitlement grant from the U.S. Department of Housing and Urban Development.

**ACCOMPLISHMENTS**

---

- First Time Homebuyers assistance to qualified applicants to include: conducting 15 Homebuyer Education classes, with a total of 178 households attending, and 5 households were assisted with down payment and closing costs assistance.
- Tenant Based Rental assistance to 6 new elderly Killeen households.
- Tenant Based Rental assistance to 13 new households of domestic violence, substance abuse, and veterans.
- Increased the number of Homebuyer Education classes held each year; added Spanish classes.

**GOALS**

---

- Increase, improve, and maintain affordable housing for low and moderate income residents.
- Provide Tenant Based Rental assistance to eligible Killeen households.
- Provide funding to eligible Community Housing Development Organizations.

**GENERAL FUND  
COMMUNITY DEVELOPMENT  
HOME PROGRAM**

**CITY OF KILLEEN  
FY2016 BUDGET**

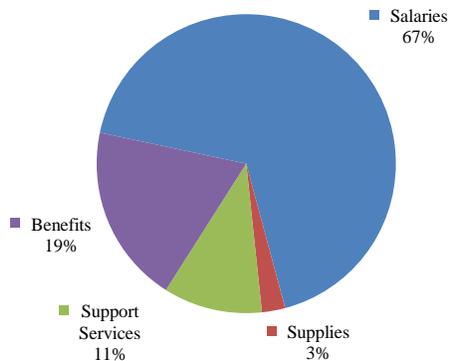
<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 33,615	\$ 34,839	\$ 33,325	\$ 36,325
Supplies	1,000	1,600	1,300	1,350
Support Services	4,738	6,004	4,306	5,754
Benefits	10,187	9,732	9,885	10,401
<b>Total</b>	<b>\$ 49,540</b>	<b>\$ 52,175</b>	<b>\$ 48,816</b>	<b>\$ 53,830</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Home Program Coordinator	1	1	1
<b>Total</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Special Revenue Fund</b>			
Housing Specialist	1	1	1
<b>Total Special Revenue Fund Staffing</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Total Staffing</b>	<b>2</b>	<b>2</b>	<b>2</b>

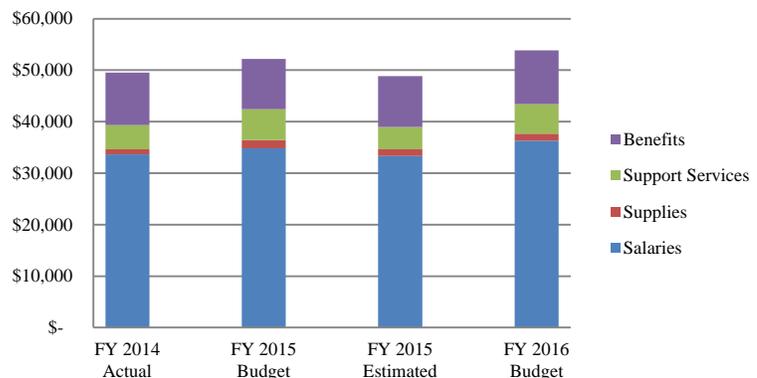
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
First time homebuyer units assisted	5	5	10
FIC tenant based rental units assisted	29	13	44
Elderly TBRA units assisted	34	6	32

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
First time homebuyer funds expended	80%	89%	100%
FIC tenant based rental funds expended	76%	100%	100%
Elderly TBRA funds expended	70%	38%	100%

**Department Expenditures**



**Department Expenditures History**



**GENERAL FUND  
COMMUNITY DEVELOPMENT  
LIEN SERVICES**

---

**DESCRIPTION**

---

Streamline and improve the lien placement and collection process to reduce the number of lien archives from prior years and increase lien collection revenues.

**ACCOMPLISHMENTS**

---

- Increased city revenue by \$48,099.59 from the billing collection program for deposit into General Fund, which reduced placement of liens on properties.
- Reduced the amount of uncollected liens, due to clerical error, by reviewing cases prior to billing.
- Attended tax sales where 22 properties were sold (11), or placed in trust with the Tax Appraisal District (11).
- Implemented program to obtain current mailing address information on property owners.
- Notified property owners and property management companies of outstanding liens and provided payoff information.
- Met with Code Enforcement personnel several times to discuss the importance of providing accurate property owner information as well as address information when creating a case file.
- Educated property owners and property management companies on the importance of city ordinances and encouraged them to update their mailing address information with the Tax Appraisal District, to ensure prompt notification of future code issues.

**GOALS**

---

- Continue to notify property owners and property management companies of outstanding liens in a timely manner.
- Continue to search for property owner's current address information and send lien notices to improve the collection process success rate.
- Continue to attend tax sales and provide property buyers with lien payoff amounts along with our address and phone numbers to improve the collection process success rate.
- Continue to work with Code Enforcement to ensure accuracy of liens and property owner information so they are 100% collectible.
- Continue to provide the tax appraisal district with properties that are abandoned and have delinquent taxes, to be auctioned at future tax sales.
- Continue to educate property owners and property management companies on the importance of city ordinances and encourage them to provide updated information to the tax appraisal district for prompt notification purposes.

**GENERAL FUND  
COMMUNITY DEVELOPMENT  
LIEN SERVICES**

**CITY OF KILLEEN  
FY2016 BUDGET**

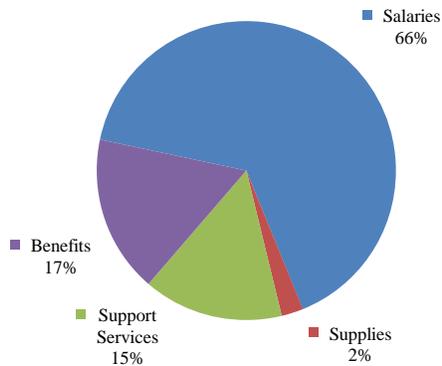
<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ -	\$ 92,553	\$ 89,121	\$ 92,797
Supplies	-	4,500	2,250	3,350
Support Services	-	20,400	20,531	21,416
Benefits	-	24,867	23,415	24,098
<b>Total</b>	<b>\$ -</b>	<b>\$ 142,320</b>	<b>\$ 135,317</b>	<b>\$ 141,661</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Lien Specialist	-	2	2
<b>Total</b>	<b>-</b>	<b>2</b>	<b>2</b>

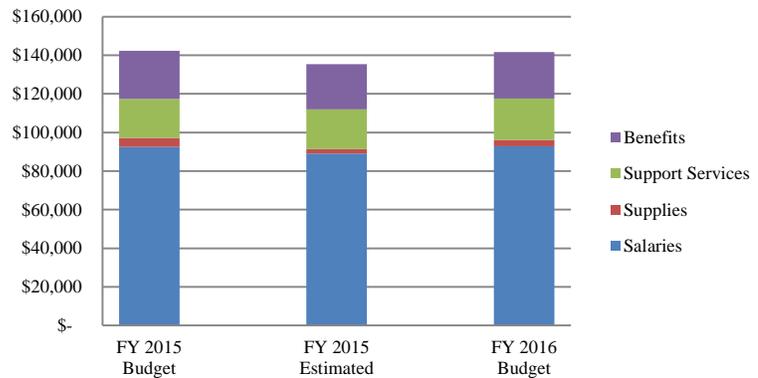
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Billing notices sent	1,130	1,003	1,100
Lien letters sent	587	709	650
Liens recorded	819	857	825
Invalid liens released	34	61	40
Valid liens released	879	909	850

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Liens collected	\$ 195,909	\$ 201,775	\$ 150,000
Billing collected	\$ 29,216	\$ 48,100	\$ 30,000

**Department Expenditures**



**Department Expenditures History**





***Dedicated Service – Every Day, for Everyone!***



**GENERAL FUND  
PUBLIC WORKS  
OPERATIONS**

---

**DESCRIPTION**

---

The Public Works Department provides the Citizens of Killeen with quality infrastructure systems and orderly planning and development.

**ACCOMPLISHMENTS**

---

- Completed construction of Septic Tank Elimination Program (STEP) phase VIII and began STEP phase IX.
- Completed expansion of lift station #23.
- Continued sewer line rehabilitation phase 2.
- Completed Trimmier Road water line and Stagecoach Road water and sewer line projects.
- Began 12” sewer line reroute in Long Branch Park and design for 12” sewer line in the central basin.
- Continued the water reuse master plan and established water reuse for the golf course.
- Completed construction of Ellison High School & KISD Elementary #33 sidewalk improvement projects.
- Completed Stan Schlueter & Bunny Trail traffic light signal construction.
- Began construction of the Trimmier Road widening project.
- Completed design for downtown streetscaping improvements, phase 2.
- Completed design for Killeen Fort Hood Regional trail, segment 3.
- Reached substantial completion on US190/FM2410/Rosewood construction project.
- Completed the thoroughfare plan update and solid waste master plan and rate study.
- Completed design and began construction of Bermuda Ronstan, phase 1 project.
- Completed repetitive flood claims grant- demolition project.
- Began fleet service center demolition project.
- Began implementation of routeware upgrades to solid waste trucks.
- Began a Material Recovery Facility (MRF) feasibility study.

**GOALS**

---

- Continue implementation of a comprehensive, five-year streets maintenance and repair program.
- Maintain a water/sewer/drainage strategy and annual maintenance and construction programs to support City of Killeen growth through master planning.
- Begin construction of several drainage master plan projects, including Valley Ditch, Patriotic Ditch and drainage improvements to Illinois Ave.
- Begin construction of downtown streetscaping improvements, phase 2.
- Begin construction and improvements to various city roadways including Lowe’s Blvd, Trimmier Road and WS Young Drive.
- Complete construction of Elms Road Extension and Stagecoach Road projects.
- Begin construction of Killeen Fort Hood Regional trail, segment 3.
- Initiate construction on Hike and Bike Trail for Brookhaven middle school and Rancier elementary.
- Complete construction of STEP program phase IX and design phase X.
- Complete water line rehabilitation phase 1 and sewer line rehabilitation phase 2.
- Perform advanced metering infrastructure feasibility analysis.
- Develop and implement a water reuse master plan.

**GENERAL FUND  
PUBLIC WORKS  
OPERATIONS**

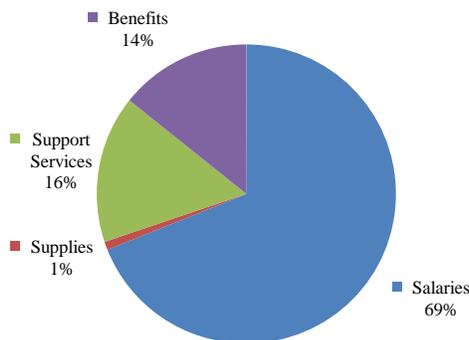
**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 163,511	\$ 164,229	\$ 147,576	\$ 159,475
Supplies	1,588	1,558	1,065	2,108
Support Services	6,104	34,964	18,356	36,920
Benefits	34,416	34,425	29,682	32,967
<b>Total</b>	<b>\$ 205,619</b>	<b>\$ 235,176</b>	<b>\$ 196,679</b>	<b>\$ 231,470</b>

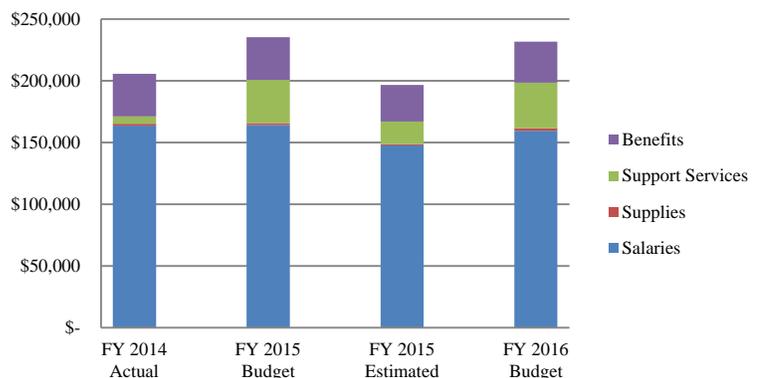
<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Director of Public Works	1	1	1
Executive Assistant	1	1	1
<b>Total</b>	<b>2</b>	<b>2</b>	<b>2</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Bond project contracts	20	15	10
Bond project contracts value	\$ 11,050,537	\$ 15,674,428	\$ 13,285,635
Grants awarded and approved by city council	2	6	3
Grant application submitted but not awarded	2	5	-

**Department Expenditures**



**Department Expenditures History**



**GENERAL FUND  
PUBLIC WORKS  
TRAFFIC**

---

**DESCRIPTION**

---

The Traffic Division installs all traffic control devices to include traffic signals, electrical wiring, school zone flashers and regulatory signs of Traffic Signals. In agreement with Texas Department of Transportation, the division performs preventative maintenance for eleven (11) traffic signals within the US 190 corridor. In addition to these duties, the Division provides electrical maintenance and repairs for street lights on SH 201 and two (2) “Welcome to Killeen” signs. Division also maintains four (4) flashing stop signs / beacons.

**ACCOMPLISHMENTS**

---

- Inspected and performed monthly maintenance of eleven (11) TXDOT signal locations.
- Continued process to upgrade the installation of traffic monitoring software.
- Continued to monitor the Traffic Signal Synchronization Program and communication between all school signals.
- Enhanced traffic flow through the new Traffic Management Center.

**GOALS**

---

- Continue the implementation of seven (7) intersections to the Traffic Signal Synchronization Program.
- Inspect all intersections and school signals monthly.
- Develop a 5 Year Signal Replacement Program.
- Continue to upgrade existing signals and bring online to the Traffic Management Center.

**GENERAL FUND  
PUBLIC WORKS  
TRAFFIC**

**CITY OF KILLEEN  
FY2016 BUDGET**

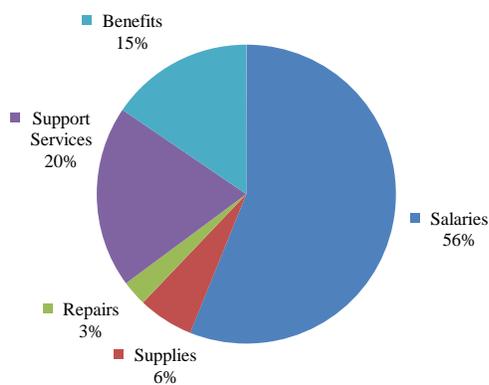
<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 183,215	\$ 236,262	\$ 166,890	\$ 216,008
Supplies	22,329	27,488	25,773	23,101
Repairs	58,323	7,972	34,178	10,500
Support Services	81,533	21,157	4,640	75,706
Benefits	48,183	60,485	49,320	59,626
<b>Total</b>	<b>\$ 393,583</b>	<b>\$ 353,364</b>	<b>\$ 280,801</b>	<b>\$ 384,941</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Electrical Maintenance Technician	1	1	1
Traffic Signal Supervisor	1	1	1
Senior Traffic Technician	1	1	1
Traffic Technician	1	1	1
Superintendent	1	1	1
<b>Total</b>	<b>5</b>	<b>5</b>	<b>5</b>

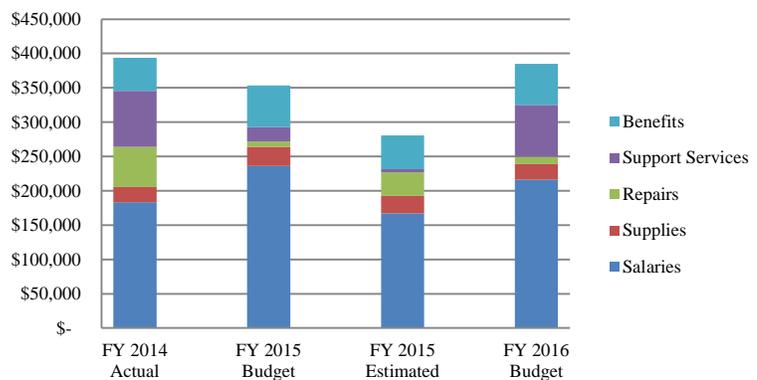
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Traffic signal work orders	1,144	1,499	1,669
Traffic signals maintained	94	94	94
School flashers maintained	55	65	65

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Work orders completed within 3 days	97.0%	98.0%	98.0%

**Department Expenditures**



**Department Expenditures History**



**GENERAL FUND  
PUBLIC WORKS  
STREETS**

---

**DESCRIPTION**

---

The Street Division provides well maintained surfaces and traffic control devices in order to protect the motoring public's safety and welfare. Programs include routine maintenance such as pothole patching, street cut repair, grass removal, and repair of concrete sidewalks, driveways, and curb gutters. In addition, the Street Division performs scheduled pavement maintenance through crack sealing and hot-mix overlays. The Division provides street sweeping services, sign maintenance, and pavement marking maintenance.

**ACCOMPLISHMENTS**

---

- Placed 1.5 inch Overlay on 2nd, 4th, Gray, 8th, 10th, Cranford, and various downtown Streets.
- Applied 14,000 lbs. of thermoplastic to targeted locations.
- Inspected 218 KISD Crosswalks and repaired any failed crosswalks twice per calendar year.

**GOALS**

---

- Provide superior pavement maintenance services by performing preventative maintenance repairs on 2,191 lane miles of street.
- Continue to apply slurry-seal applications to 28.80 lane miles neighborhood streets and thoroughfares.
- Apply paint/thermoplastic to 15,000 feet of striping on target streets.
- Apply 14,000 lbs. of thermoplastic to target streets.
- Replace noncompliant retro reflective signs.
- Update school zone signage.
- Inspect 218 KISD Crosswalks and repair any that have failed twice per calendar year.

**GENERAL FUND  
PUBLIC WORKS  
STREETS**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 1,647,631	\$ 1,651,506	\$ 1,508,960	\$ 1,626,821
Supplies	231,325	246,589	229,725	230,191
Maintenance	596,274	747,275	738,353	741,045
Repairs	289,629	212,318	215,326	190,060
Support Services	248,500	47,416	53,567	65,004
Benefits	511,400	535,468	497,258	555,961
Designated Expenses	-	-	336,197	-
Minor Capital	9,211	12,059	12,059	11,200
Capital Outlay	-	-	46,057	-
<b>Total</b>	<b>\$ 3,533,970</b>	<b>\$ 3,452,631</b>	<b>\$ 3,637,502</b>	<b>\$ 3,420,282</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Director of Street Services	1	1	1
Street Services Superintendent	2	2	2
Equipment Operator	8	8	8
Principal Secretary	1	1	1
Secretary	1	1	1
Street Maintenance Supervisor	6	6	6
Sign Crew Supervisor	1	1	1
Street Service Worker	13	13	13
Truck Driver	17	17	17
Sign Technician	1	1	1
Welder	1	1	1
<b>Total</b>	<b>52</b>	<b>52</b>	<b>52</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Slurry - Seal (Lane Mile)	43.25	28.80	28.80
Crackseal (Lane Mile)	125	60	175
Sweep (Curb Mile)	10,000	7,920	7,920
Milling and overlay (Lane Mile)	9	4	4
Sign replacement	1,655	3,000	2,400
Sign work orders	3,215	6,000	5,800
Potholes repairs	540	1,000	1,560
Utility cuts patched	52	120	200
Regulatory street signs maintained	18,000	18,000	18,000

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Pothole and utility cut requests repaired within 48 hours	98.0%	99.0%	99.0%



***Dedicated Service – Every Day, for Everyone!***

**GENERAL FUND  
PLANNING AND DEVELOPMENT**

**CITY OF KILLEEN  
FY2016 BUDGET**

**Description**

The Planning and Development department is comprised of three divisions:

1. Planning and Development Operations
2. Building Inspections
3. Code Enforcement

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 1,689,500	\$ 1,721,271	\$ 1,598,895	\$ 1,740,668
Supplies	68,291	88,935	45,395	80,727
Maintenance	1,042	1,000	1,000	2,000
Repairs	10,062	18,680	13,647	15,500
Support Services	91,281	118,404	111,781	99,929
Benefits	403,088	402,649	391,652	430,504
Designated Expenses	140,508	135,458	185,000	215,361
Capital Improvements	4,002	-	-	-
Minor Capital	48,745	31,738	32,578	21,894
Capital Outlay	67,885	26,808	25,394	-
<b>Total</b>	<b>\$ 2,524,404</b>	<b>\$ 2,544,943</b>	<b>\$ 2,405,342</b>	<b>\$ 2,606,583</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Exec Dir of Planning & Development Svcs	1	1	1
City Planner	1	1	1
Senior Planner	1	1	1
Project Manager (Downtown Revitalization)	1	1	1
Planning Assistant	1	1	1
Executive Assistant	1	1	1
Principal Secretary	1	1	1
Building Official	1	1	1
Chief Building Inspector	1	1	1
Building Inspector	6	6	6
Plans Examiner	2	2	2
Building Permit Clerk	2	2	2
Office Assistant	1	1	1
Permit Clerk Supervisor	1	1	1
Supervisor II	1	1	1
Supervisor I	1	1	1
Code Enforcement Clerk	2	3	3
Code Enforcement Officer	9	9	9
Senior Secretary	1	1	1
<b>Total</b>	<b>35</b>	<b>36</b>	<b>36</b>
<b>Unfunded Approved Authorizations</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Total Staffing</b>	<b>36</b>	<b>37</b>	<b>37</b>

**GENERAL FUND  
PLANNING AND DEVELOPMENT  
OPERATIONS**

---

**DESCRIPTION**

---

The mission of the Planning and Development Services Department (Planning and Economic Development, Code Enforcement, Permits & Inspections, and Downtown Revitalization) is to promote a positive city image and quality of life through proactive community-based planning, quality community development and downtown revitalization, preservation/enhancement of the City's tax base, ensure safe and proper construction standards through the permit and inspection process, and fair and equitable property maintenance enforcement.

**ACCOMPLISHMENTS**

---

- Updated the Comprehensive Plan's Future Land Use Map FLUM (southeast portion).
- Developed North Killeen Revitalization/ Tax Abatement program.
- Developed permit fee waiver for the Downtown HOD area.
- Continued to work collaboratively on the Central Texas Sustainable Communities Partnership.
- Presented revisions to the allowable uses within zoning districts B-1 through M-2 zoning regulations which the Planning and Zoning Commission recommended for approval.
- Implemented revisions to the PUD regulations contained in Chapter 31.
- Continued the Façade Improvement Grant and Sign Grant programs.
- Managed the Texas Historic Commission Grant that resulted in the listing of City Hall on the National Register of Historic Places.
- Downtown successfully hosted the second annual Army Birthday Event.
- Helped coordinate the downtown Killeen Jazz festival.

**GOALS**

---

- Continue implementation of the Comprehensive Plan and Downtown Plan.
- Successfully host the 2016 Texas Downtown Association Conference.
- Create new Downtown zoning districts.
- Create LEED (Leadership in Energy & Environmental Design) policy.
- Explore land assembly opportunities.
- Create development handbook.
- Create annexation plan.

**GENERAL FUND  
PLANNING AND DEVELOPMENT  
OPERATIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 447,760	\$ 471,039	\$ 432,417	\$ 462,703
Supplies	6,883	9,139	7,525	8,139
Support Services	29,182	39,460	28,363	31,770
Benefits	96,066	100,191	96,290	104,615
Designated Expenses	-	-	50,000	50,000
Minor Capital Outlay	8,192	7,500	6,500	7,500
<b>Total</b>	<b>\$ 588,083</b>	<b>\$ 627,329</b>	<b>\$ 621,095</b>	<b>\$ 664,727</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Exec Dir of Planning & Development Svcs	1	1	1
City Planner	1	1	1
Senior Planner	1	1	1
Project Manager (Downtown Revitalization)	1	1	1
Planning Assistant	1	1	1
Executive Assistant	1	1	1
Principal Secretary	1	1	1
<b>Total</b>	<b>7</b>	<b>7</b>	<b>7</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Plat cases	66	52	55
Zoning cases	43	39	40

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Average days to process plat cases	45	45	45
Average days to process zoning cases	45	45	45
Plat cases processed to completion within state mandated timelines	100%	100%	100%
Zoning cases processed to completion without error	100%	100%	100%
Land uses inquires processed within 24 hours	100%	100%	100%
Record land management transactions in the GIS within 15 days of receipt of closing dates	100%	100%	100%

**GENERAL FUND  
PLANNING AND DEVELOPMENT  
BUILDING INSPECTIONS**

---

**DESCRIPTION**

---

The Building Inspections Division promotes quality construction through the enforcement of the adopted construction codes to provide public safety, health and general welfare; structural strength, stability, sanitation, adequate light and ventilation; safety to life and property from fire and other hazards attributed to the built environment; regulates the alteration, repair, removal, demolition of buildings and structures; and controls the use and occupancy of such. This is done through professional plans examinations followed by quality field inspections in accordance with the adopted building, electrical, plumbing, mechanical, gas, energy, floodplain, landscaping, and land use regulations. The Building Inspections Division works in cooperation with Public Works (Engineering, Drainage, Solid Waste, Environmental, Backflow and Fats, Oils & Grease divisions), Planning, Fire, local Utilities (electrical & gas), and Bell County Public Health Department (Food Establishments and septic tanks) to provide a complete and adequate review and approval process for various developments. The department also reviews, approves and inspects other items such as outdoor advertising signage (on & off-premise signs), sheds, fences, swimming pools, re-roofs, siding, lawn irrigation, commercial kitchen hoods, paving & parking lots, curb & street cut permits, car wash permits, tent permits, food dealers permits, mobile home placement permits, annual mobile home park licenses, annual billboard registrations, yearly contractor registrations and change-of-tenant and change of use certificate of occupancies.

**ACCOMPLISHMENTS**

---

- Conducted 7 public meetings to review significant changes in the proposed 2015 ICC Building Codes with local contractors.
- Completed recent International Organization for Standardization (ISO) survey relating to building code effectiveness for one and two family dwellings.
- Continued membership participation with local home builders association by attending monthly meetings and hosting joint workshops to provide homebuilders with new department services or regulations.
- Provided live online inspection results to contractors.

**GOALS**

---

- Improve internal electronic plans review program to conserve paper and space.
- Create methods to issue minor permits on-line.
- Review 2015 International Building Codes and the 2011 National Electric Code for future adoption.
- Coordinate with IT to upgrade permit software.

**GENERAL FUND  
PLANNING AND DEVELOPMENT  
BUILDING INSPECTIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

**Expenditure Summary**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 669,358	\$ 688,512	\$ 649,840	\$ 682,800
Supplies	21,264	23,348	7,520	27,847
Repairs	4,890	9,000	4,047	6,500
Support Services	25,101	27,607	39,194	40,670
Benefits	170,940	166,959	165,065	173,233
Minor Capital Outlay	362	1,174	1,078	9,375
Capital Outlay	21,902	26,808	25,394	-
<b>Total</b>	<b>\$ 913,817</b>	<b>\$ 943,408</b>	<b>\$ 892,138</b>	<b>\$ 940,425</b>

**Staffing**

	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Building Official	1	1	1
Chief Building Inspector	1	1	1
Building Inspector	6	6	6
Plans Examiner	2	2	2
Building Permit Clerk	2	2	2
Office Assistant	1	1	1
Permit Clerk Supervisor	1	1	1
<b>Total</b>	<b>14</b>	<b>14</b>	<b>14</b>

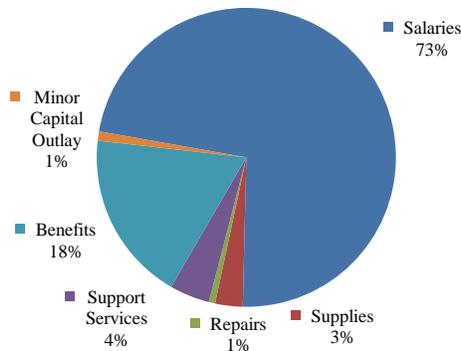
**Workload/Demand Measures**

	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Inspections performed	26,400	25,523	26,000
Permits issued	8,100	9,108	9,100

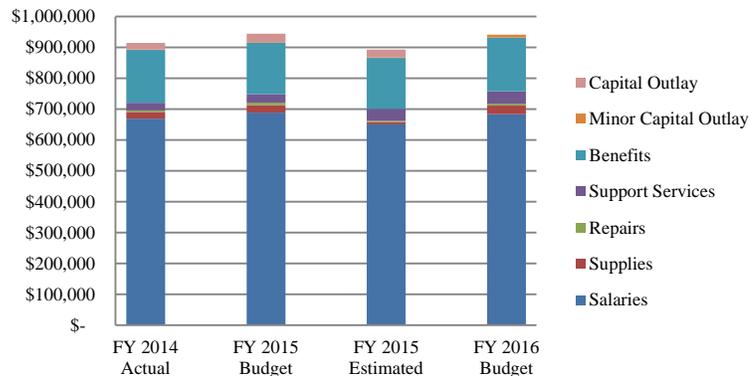
**Performance Measures**

	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Average number of minutes per inspection	18	20	20
Permit applicant favorable ratings	100%	100%	100%

**Department Expenditures**



**Department Expenditures History**



**GENERAL FUND  
PLANNING AND DEVELOPMENT  
CODE ENFORCEMENT**

---

**DESCRIPTION**

---

Code Enforcement enforces the city nuisance codes and ordinances in order to provide a safe, clean and aesthetically pleasing community for the citizens of Killeen. Staff focus is on educating the citizens of their responsibilities to maintain their property in conformance with the minimum health and safety standards adopted by the Council. Code Enforcement officers patrol the streets, respond to citizen and interdepartmental complaints dealing with substandard and dangerous buildings, high weeds and grass, junk vehicles, graffiti, sign maintenance and other nuisance violations. The code officers enforce and abate properties when voluntary compliance from the property owner cannot be achieved.

**ACCOMPLISHMENTS**

---

- Continued to provide enforcement support for improving maintenance of Downtown properties.
- Continued to improve case entry, accuracy of information.

**GOALS**

---

- Implement new technology to provide live case entry to increase officer time in the field.
- Continue abatement of violations.
- Educate owners and tenants to promote voluntary compliance and maintenance of properties.
- Improve the processing of customer reported nuisances.
- Improve identification of property owners and notification processes.
- Provide technical training to ensure uniform interpretation and enforcement of codes and ordinances.

**GENERAL FUND  
PLANNING AND DEVELOPMENT  
CODE ENFORCEMENT**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 572,382	\$ 561,720	\$ 516,638	\$ 595,165
Supplies	40,144	56,448	30,350	44,741
Maintenance	1,042	1,000	1,000	2,000
Repairs	5,172	9,680	9,600	9,000
Support Services	36,998	51,337	44,224	27,489
Benefits	136,082	135,499	130,297	152,656
Designated Expenses	140,508	135,458	135,000	165,361
Capital Improvements	4,002	-	-	-
Minor Capital Outlay	40,191	23,064	25,000	5,019
Capital Outlay	45,983	-	-	-
<b>Total</b>	<b>\$ 1,022,504</b>	<b>\$ 974,206</b>	<b>\$ 892,109</b>	<b>\$ 1,001,431</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Supervisor II	1	1	1
Supervisor I	1	1	1
Code Enforcement Clerk	2	3	3
Code Enforcement Officer	9	9	9
Senior Secretary	1	1	1
<b>Total</b>	<b>14</b>	<b>15</b>	<b>15</b>

<b>Unfunded Approved Authorizations</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Total Staffing</b>	<b>15</b>	<b>16</b>	<b>16</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Inspections	23,025	26,049	27,000
Complaints investigated	11,200	12,194	13,750
Abated by owners	8,255	9,392	9,500
Dangerous buildings abated	5	4	7
City abatements	1,150	1,158	1,100
Abated property code violations	1,158	1,091	980
Illegal signs removed	3,000	1,500	1,400
Citations	619	322	300
Annual mobile home park inspections	-	22	22

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Cost per inspection / complaint	44.41	40.59	42.50
Voluntary compliance	63%	77%	80%



***Dedicated Service – Every Day, for Everyone!***

**GENERAL FUND  
POLICE**

**CITY OF KILLEEN  
FY2016 BUDGET**

**Description**

The Police department is comprised of two divisions:

1. Police Operations

2. Animal Control

**Expenditure Summary**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 18,305,228	\$ 19,588,679	\$ 19,287,783	\$ 20,466,270
Supplies	1,574,650	1,431,030	1,252,468	1,646,377
Maintenance	131,787	70,400	77,228	100,994
Repairs	565,488	578,665	507,652	542,811
Support Services	1,255,023	1,110,931	1,091,505	1,340,200
Benefits	4,355,174	4,547,921	4,559,155	5,259,582
Minor Capital	469,806	226,021	237,128	304,735
Major Capital Outlay	2,500	-	6,000	-
Capital Outlay	376,588	163,892	1,449,087	30,000
State and Federal Grants	-	-	4,889	-
Reimbursable Expense	(175,647)	(445,094)	-	-
<b>Total</b>	<b>\$ 26,860,597</b>	<b>\$ 27,272,445</b>	<b>\$ 28,472,895</b>	<b>\$ 29,690,969</b>

**Staffing**

**Civil Service**

	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Chief of Police	1	1	1
Assistant Chief of Police	2	2	2
Police Captain	5	5	5
Police Lieutenant	10	10	10
Police Sergeant	24	24	24
Police Officer	214	226	226
<b>Total Civil Service</b>	<b>256</b>	<b>268</b>	<b>268</b>

**Civilian**

Accounting Specialist	3	3	3
Child Safety Coordinator	1	1	1
Communications Specialist	2	2	2
Crime Prevention Coordinator	1	1	1
Crime Statistical Analyst	1	1	1
Crime Victim Liaison	1	1	1
Evidence Manager	1	1	1
Evidence Technician I	2	2	2
Evidence Technician II	1	1	1
Executive Assistant	1	1	1
Facility Supervisor	1	1	1
Finance Manager	1	1	1
Forensic Latent Print Examiner	1	1	1
Intelligence Manager	1	1	1
Jailer	1	-	-
Police Clerk	13	13	13
Police Crime Analyst	-	1	1
Police Human Resources Manager	1	1	1
Police Personnel & Equipment Specialist	1	1	1
Police Training Assistant	1	1	1
Principal Secretary	2	2	2
Public Service Officer	39	40	40
Records Manager	1	1	1
Sex Offender Coordinator	1	1	1
Special Projects Coordinator	1	1	1
Sr. Secretary	5	5	5
Records Manager	2	2	2
Animal Services Assistant	2	3	3
Animal Services Attendant	4	5	5
Animal Services Manager	1	1	1
Animal Services Officer	5	7	7
Animal Services Field Supervisor	1	1	1
Veterinary Technician	-	-	1
<b>Total Civilian</b>	<b>99</b>	<b>104</b>	<b>105</b>
<b>Total</b>	<b>355</b>	<b>372</b>	<b>373</b>

**GENERAL FUND  
POLICE  
OPERATIONS**

---

**DESCRIPTION**

---

The mission of the Killeen Police Department is to create a partnership with the community to combat crime and improve the quality of life for all citizens of Killeen, and to provide effective and efficient police services to our citizens, in the most professional and courteous manner possible by tailoring our manifold operations to meet the needs and expectations of our community. Direction and guidance is based upon our core values: 1) We will maintain the highest level of integrity 2) We will engage in open honest communication 3) We will treat all persons with compassion, respect and dignity 4) We will be self-critical and accountable for our commitments and results 5) We will always seek to provide the highest quality service and, 6) We will preserve and safeguard individual rights and liberties. The Department offers many police services to the community. These services include uniformed patrol, traffic enforcement, criminal investigations, narcotics trafficking, training and intelligence gathering/analysis. Additional services such as our community-based program offer citizens a police academy, citizens on patrol and handicap enforcement. Community policing districts divide the city into five areas, each under the direct responsibility of a district commander who uses CompStat methodologies to deliver effective and efficient police services to reduce crime and improve the quality of life for all citizens.

**ACCOMPLISHMENTS**

---

- Continued working towards a reduction in the Crime Rate.
- Continued excellence in testing results for state licensing of new police officers (13th straight 100% pass rate).
- Despite lack of funding, were able to secure funds to replaced three canines due to retirement, allowing the continued use of this vital resource to locate suspects, evidence and to combat crime.
- Secured personal equipment (uniforms, radios, weapons) for the 12 COPS Grant officers. Funds were not included in the grant and funding had to be secured elsewhere.
- Secured funding to replace traffic motorcycles, revitalizing the motor traffic program for proactive traffic safety.
- Replaced the LiveScan fingerprinting system in the jail, which allowed the department to connect directly with state and federal law enforcement on fingerprint data and to provide quality prints for solving crime.

**GOALS**

---

- Maintain an active recruiting program to fill vacancies and new positions.
- Maintain a progressive partnership with the community through various programs and services.
- Improve human capital by hiring, developing and maintaining the right people.
- Improve public perception of the police department by increasing community outreach through public forums that discuss police issues and quality of life concerns.
- Continue to seek grants to fund equipment and personnel.

**GENERAL FUND  
POLICE  
OPERATIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 17,940,707	\$ 19,125,990	\$ 18,830,379	\$ 19,915,070
Supplies	1,479,599	1,293,631	1,122,010	1,485,984
Maintenance	123,779	70,400	77,228	98,094
Repairs	552,985	570,165	493,570	527,811
Support Services	1,210,346	1,073,628	1,040,320	1,283,496
Benefits	4,251,384	4,401,470	4,424,708	5,089,139
Minor Capital Outlay	424,821	202,331	216,525	280,335
Capital Outlay	320,106	111,842	1,397,037	30,000
State and Federal Grants	-	-	4,889	-
Reimbursable Expense	(175,647)	(445,094)	-	-
<b>Total</b>	<b>\$ 26,128,080</b>	<b>\$ 26,404,363</b>	<b>\$ 27,606,666</b>	<b>\$ 28,709,929</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Civil Service</b>			
Chief of Police	1	1	1
Assistant Chief of Police	2	2	2
Police Captain	5	5	5
Police Lieutenant	10	10	10
Police Sergeant	24	24	24
Police Officer	214	226	226
<b>Total Civil Service</b>	<b>256</b>	<b>268</b>	<b>268</b>

<b>Civilian</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Accounting Specialist	3	3	3
Child Safety Coordinator	1	1	1
Communications Specialist	2	2	2
Crime Prevention Coordinator	1	1	1
Crime Statistical Analyst	1	1	1
Crime Victim Liaison	1	1	1
Evidence Manager	1	1	1
Evidence Technician I	2	2	2
Evidence Technician II	1	1	1
Executive Assistant	1	1	1
Facility Supervisor	1	1	1
Finance Manager	1	1	1
Forensic Latent Print Examiner	1	1	1
Intelligence Manager	1	1	1
Jailer	1	-	-
Police Clerk	13	13	13
Police Crime Analyst	-	1	1
Police Human Resources Manager	1	1	1
Police Personnel & Equipment Specialist	1	1	1
Police Training Assistant	1	1	1
Principal Secretary	2	2	2
Public Service Officer	39	40	40
Records Manager	1	1	1
Sex Offender Coordinator	1	1	1
Special Projects Coordinator	1	1	1
Sr. Secretary	5	5	5
Records Manager	2	2	2
<b>Total Civilian</b>	<b>86</b>	<b>87</b>	<b>87</b>
<b>Total</b>	<b>342</b>	<b>355</b>	<b>355</b>

<b>Workload Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Cost per call for service	\$ 150.83	\$ 162.09	\$ 163.64

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
UCR part 1 crimes cleared (calendar year)	20.9%	17.1%	16.39%

**GENERAL FUND  
POLICE  
ANIMAL SERVICES**

---

**DESCRIPTION**

---

The Animal Service Unit protects the health and safety of both humans and animals through enforcement of all Federal, State, and City Ordinances and in regards to animals kept within the city limits of Killeen. Rabies control, public safety and the protection of animals are the unit's primary goals with the ultimate goal of ensuring each animal that can be, is placed in a potential home for a long and prosperous life. These goals are accomplished by informing the public through proactive education and awareness on animal-related matters and engaging in active adoption programs to ensure each animal has the best chance for a long life.

**ACCOMPLISHMENTS**

---

- During this fiscal year ASU added one Assistant, one Attendant and two Animal Service Officers expanding the current available staff. All personnel hired have completed their training for certification and are operating independently.
- Two new fully-equipped vehicles were allocated for ASU to meet the growth of the new Animal Service Officers. These vehicles have been ordered and are pending delivery.
- The new wash room has been completed along with the expansion of the number of available washer and dryers to meet the daily cleaning needs. A new stainless wash station has been acquired and is in place to better accommodate the cleaning needs of the facility.
- Established new ordinances requiring micro-chipping and spay/neuter for animals kept with the city limits.

**GOALS**

---

- Enforce state and local laws to make the city a safer place for the animals and humans within the community.
- Increase public awareness programs on animal related issues to include rabies and disease prevention.
- Continue to work to bring staffing to acceptable levels to handle the steady increase of animals managed in and through the facility.
- Continue to work to gain citizen confidence in the Animal Services Unit by educating the community and enforcing the city's ordinances and state laws fairly, professionally and courteously with the constant goal of achieving a healthy environment for all animals kept in our community.
- Continue to reduce the euthanasia rate by expanding adoption programs and through the use of outside, nonprofit animal welfare groups to attain the highest live release possible.
- Work to improve animal health from intake to adoption.
- Continue to promote volunteerism within the animal shelter.
- Continue to improve our relationship with the community, developing positive adoption programs.
- Expand on the educational program for children by increasing the number of children contacted.
- Plan for a new shelter complex to meet the city's current and future animal related needs.

**GENERAL FUNDS  
POLICE  
ANIMAL SERVICES**

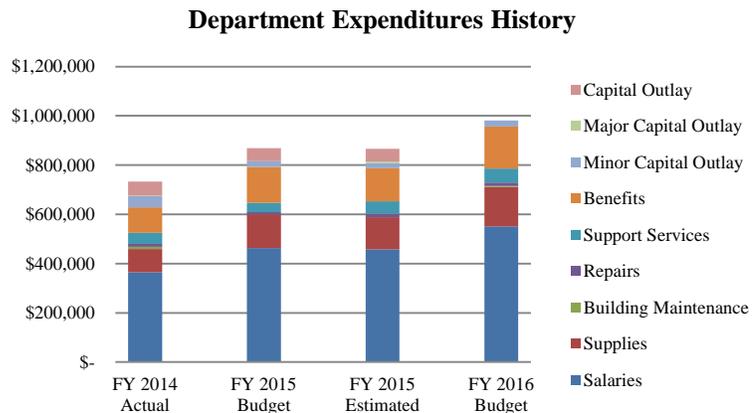
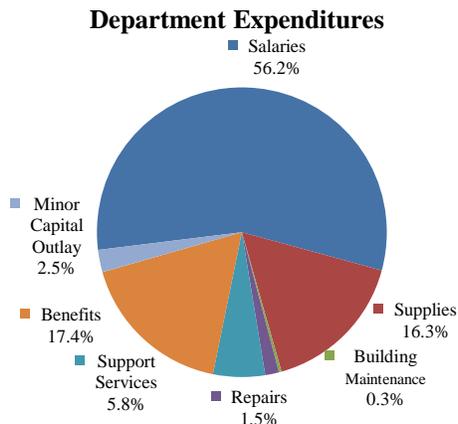
**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 364,521	\$ 462,689	\$ 457,404	\$ 551,200
Supplies	95,051	137,399	130,458	160,393
Building Maintenance	8,008	-	-	2,900
Repairs	12,503	8,500	14,082	15,000
Support Services	44,677	37,303	51,185	56,704
Benefits	103,790	146,451	134,447	170,443
Minor Capital Outlay	44,985	23,690	20,603	24,400
Major Capital Outlay	2,500	-	6,000	-
Capital Outlay	56,482	52,050	52,050	-
<b>Total</b>	<b>\$ 732,517</b>	<b>\$ 868,082</b>	<b>\$ 866,229</b>	<b>\$ 981,040</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Animal Services Assistant	2	3	3
Animal Services Attendant	4	5	5
Animal Services Manager	1	1	1
Animal Services Officer	5	7	7
Animal Services Field Supervisor	1	1	1
Veterinary Technician	-	-	1
<b>Total</b>	<b>13</b>	<b>17</b>	<b>18</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Calls for service	9,605	10,400	11,440
Animals impounded	5,806	5,687	6,400
Animals adopted	1,934	2,271	2,498

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Animals adopted	38%	39%	43%
Animals transferred	12%	12%	14%
Animals returned	19%	19%	21%





***Dedicated Service – Every Day, for Everyone!***

**GENERAL FUND  
FIRE**

**CITY OF KILLEEN  
FY2016 BUDGET**

**Description**

The Fire department is comprised of two divisions:

1. Fire Operations

2. Emergency Management and Homeland Security

**Expenditure Summary**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 12,127,073	\$ 11,781,987	\$ 12,749,419	\$ 12,242,268
Supplies	1,042,800	1,143,817	1,108,487	1,147,565
Maintenance	450	-	-	-
Repairs	412,344	359,600	359,600	359,600
Support Services	428,725	351,519	330,345	455,682
Benefits	3,516,734	3,696,065	3,600,880	3,743,783
Minor Capital	58,792	27,000	47,374	27,000
<b>Total</b>	<b>\$ 17,586,918</b>	<b>\$ 17,359,988</b>	<b>\$ 18,196,105</b>	<b>\$ 17,975,898</b>

**Staffing**

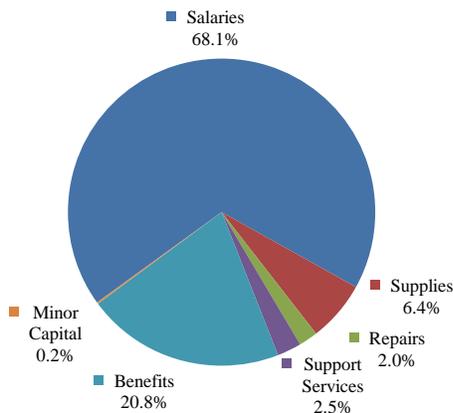
**Civil Service**

	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Fire Chief	1	1	1
Deputy Chief	4	4	4
Deputy Chief - Fire Marshal	1	1	1
Battalion Chief	6	6	6
Lieutenant	26	26	26
Fire Rescue Officer	153	153	153
Fire Prevention Officer	3	3	3
Coordinator	1	1	1
<b>Total Civil Service</b>	<b>195</b>	<b>195</b>	<b>195</b>

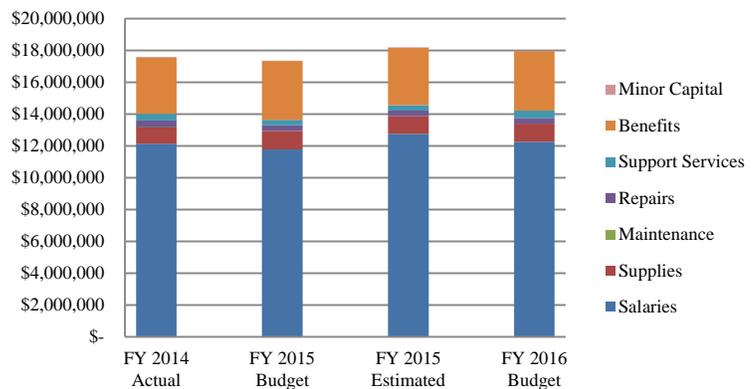
**Civilian**

Executive Assistant	1	1	1
Principal Secretary	2	2	2
Fire Clerk	2	2	2
Finance Manager	1	1	1
<b>Total Civilian</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>Total</b>	<b>201</b>	<b>201</b>	<b>201</b>

**Department Expenditures**



**Department Expenditures History**



**GENERAL FUND  
FIRE  
OPERATIONS**

---

**DESCRIPTION**

---

The Killeen Fire Department (KFD) serves the citizens of Killeen with Fire, EMS, Rescue and Hazardous Materials response capability. Within the operational section, the Killeen Fire Department provides fire protection coverage for the City of Killeen as well as advanced medical care to the citizens of Killeen. The Killeen Fire Department also provides specialized technical rescue such as swift water and confined space rescue. The administration section has oversight of the training facility with an accredited fire academy open to the public and a contractual agreement with KISD career and technical education program to provide an accredited fire academy for high school students. The support service section has oversight of equipment building and maintenance. A fire prevention section provides fire code safety inspections, fire and arson investigation, plan reviews and public fire education.

**ACCOMPLISHMENTS**

---

- Improved the city's ISO (Insurance Service Office) rating to a Class 1.
- Completed the design phase and bid process for Station #9 project.
- Received a SAFER grant to employ personnel.
- Placed an additional EMS unit in service to enhance the operational efficiency of the Killeen Fire Department.
- Continued our ongoing program to certify all Killeen Fire Rescue Officers in Texas State certified Driver/Pump Operator.
- Installed and configured, with the assistance of City of Killeen Information Technology, a new EMS reporting and billing system.
- Replaced all Mobile Data Terminals and patient reporting tablets for all fire and EMS response units.
- EMS calls inside the city limits of Killeen have been reduced thereby providing and improved service for the citizens of Killeen.

**GOALS**

---

- Construct a fully functioning fire training field and training burn facility.
- Expand Emergency Management Division meeting industry standards for modern city for Emergency Management Service.
- Acquire land for relocating both Stations 5 and 4 for improved response times to affected areas.
- Create a Support Services Division to manage the State mandated programs affecting the Fire Department.

**GENERAL FUND  
FIRE  
OPERATIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 12,074,905	\$ 11,692,466	\$ 12,662,736	\$ 12,152,675
Supplies	1,039,862	1,134,821	1,101,930	1,144,684
Maintenance	450	-	-	-
Repairs	411,202	359,300	359,300	359,300
Support Services	423,328	343,819	322,645	410,182
Benefits	3,503,771	3,677,680	3,582,575	3,724,758
Minor Capital Outlay	58,792	27,000	47,374	27,000
<b>Total</b>	<b>\$ 17,512,310</b>	<b>\$ 17,235,086</b>	<b>\$ 18,076,560</b>	<b>\$ 17,818,599</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Civil Service</b>			
Fire Chief	1	1	1
Deputy Chief	4	4	4
Deputy Chief - Fire Marshal	1	1	1
Battalion Chief	6	6	6
Lieutenant	26	26	26
Fire Rescue Officer	153	153	153
Fire Prevention Officer	3	3	3
<b>Total Civil Service</b>	<b>194</b>	<b>194</b>	<b>194</b>
<b>Civilian</b>			
Executive Assistant	1	1	1
Principal Secretary	2	2	2
Fire Clerk	2	2	2
Finance Manager	1	1	1
<b>Total Civilian</b>	<b>6</b>	<b>6</b>	<b>6</b>
<b>Total</b>	<b>200</b>	<b>200</b>	<b>200</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Fire and emergency medical responses	23,704	25,738	28,826
Fire education - children in KISD	37,360	43,000	37,220
Business fire inspections	1,225	982	1,252
Cadets attending training academy	38	37	41

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Fire & emergency medical responses by station (average)	2,963	3,217	3,603
Fire education - children in KISD per program	195	205	188
KISD children reached	80%	79%	77%
Businesses inspected	24%	21%	24%
Cadets passing Texas Commission Fire Protection Exam	100%	100%	100%

**GENERAL FUND  
FIRE  
EMERGENCY MANAGEMENT AND HOMELAND SECURITY**

---

**DESCRIPTION**

---

The Emergency Management / Homeland Security division strives to examine potential emergencies and disasters based on the risks posed by likely hazards; develop and implement programs aimed toward reducing the impact of these events on the community, prepare for those risks that cannot be eliminated; and prescribe the actions required to deal with the consequences of actual events and to recover from those events. The OEM serves as a liaison on emergency preparedness issues with various agencies, jurisdictions, and governmental levels to include the United States Department of Homeland Security, Federal Emergency Management Agency, State of Texas Department of Emergency Management, Bell County Office of Emergency Management, and other local municipalities.

**ACCOMPLISHMENTS**

---

- Initiated CodeRed public emergency notification system to serve the citizens of Killeen for times of emergency and regular daily notifications.
- Initiated Public / Private Partnerships with the private sector for mutual goal in emergency preparedness.
- Maintained communications between the City and the citizens for emergency preparedness education through the READY KILLEEN program.
- Maintained EMPG grant status with the Governors division of Emergency Management by meeting annual objectives that are set forth by FEMA.
- Deployed teams, equipment and supplies to State incidents and Exercises to train for Regional Mobile Medical Unit (MMU).
- Approved as a StormReady Community by the National Weather Service.

**GOALS**

---

- Maintain inter-agency working relationship related to coordination of emergency management response.
- Equip and support a systematic Mass Casualty and Mass Fatality system for the City of Killeen.
- Increase Emergency Management volunteers and increase training and preparedness opportunities for them.
- Continue maintaining the EMPG program.
- Conduct 2 tabletops, 1 functional, and 1 full scale exercise involving COOP to include the annual exercise with Fort Hood.
- Have all of the EOC staff fully trained on WebEOC and designate Bell County as the Primary WebEOC support jurisdiction.
- Expand the internship program for the Killeen Office of Emergency Management through Central Texas College.
- Develop new teams to support Search & Rescue as well as other strategic disaster response teams.
- Evaluate the Killeen OEM based on the NEMA Emergency Management Accreditation Program.

**GENERAL FUND  
FIRE  
EMERGENCY MANAGEMENT AND HOMELAND SECURITY**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenditure Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 52,168	\$ 89,521	\$ 86,683	\$ 89,593
Supplies	2,938	8,996	6,557	2,881
Repairs	1,142	300	300	300
Support Services	5,397	7,700	7,700	45,500
Benefits	12,963	18,385	18,305	19,025
<b>Total</b>	<b>\$ 74,608</b>	<b>\$ 124,902</b>	<b>\$ 119,545</b>	<b>\$ 157,299</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Coordinator	1	1	1
<b>Total</b>	<b>1</b>	<b>1</b>	<b>1</b>

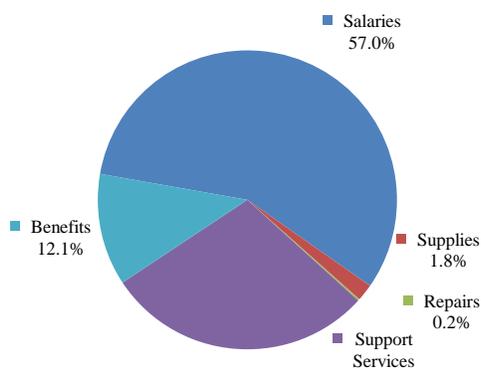
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Ready Killeen public education packets	2,500	-	500
Distribution methods used for public outreach**	2,500	500	500
City officials and staff trained in emergency management to 2010 standards	80	20	50
Exercises conducted ***	3	4	4
Staff trained in WebEOC crisis management program	60	10	30
CERT training sessions	6	10	24
Active CERT volunteers	42	50	200
ICS 300/400 classes conducted	2	2	4

\*\* Targeted methods include: Utility Bill, Newspaper, Radio, Public Access Channel, Community Meetings, Web page

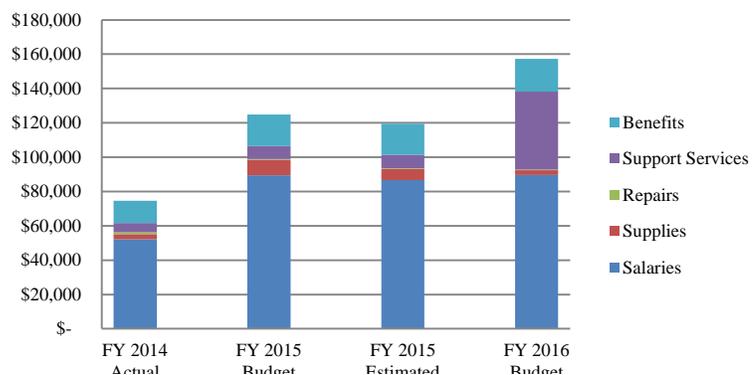
\*\*\* Targeted methods include: Tabletop, Functional and Full Scale

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Emergency warning device coverage	90%	90%	90%

**Department Expenditures**



**Department Expenditures History**



## **NON-DEPARTMENTAL**

---

### **DESCRIPTION**

---

The General Fund Non-Departmental budget is used to account for expenditures not directly related to any specific department. Detailed descriptions about each non-departmental division are listed below.

### **CONSOLIDATED**

---

This division includes appropriations budgeted for professional services, insurance, industrial development, city dues and memberships, tax appraisal district fees and other miscellaneous charges.

### **AVENUE D BUILDING – MUNICIPAL ANNEX**

---

The Avenue D Building budget is utilized to account for costs not directly related to any specific department for the Municipal Annex building located at 200 East Avenue D.

### **PUBLIC SERVICES**

---

The budget for this division accounts for contributions to the Bell County Health Department, the Help Center and other Non-Profit organizations along with transfers to other City Funds.

### **STREET LIGHTS**

---

The street lights budget provides appropriations for electricity used for street lights operated by the City.

### **CITY HALL**

---

The Non-Departmental City Hall Division is used to budget for all expenditures that are not directly related to any specific department for the City Hall facility located at 101 North College Street.

### **BELL COUNTY COMMUNICATION CENTER**

---

The Bell County Communication Center budget accounts for expenditures related to the City's portion of the county -wide communication system.

### **ELECTRICITY**

---

The Electricity budget is utilized to account for general fund expenditures related to electricity for City buildings and facilities.

**GENERAL FUND  
NON- DEPARTMENTAL**

**CITY OF KILLEEN  
FY2016 BUDGET**

**CONSOLIDATED**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Supplies	\$ 2,744	\$ 3,500	\$ 3,500	\$ -
Maintenance	73,067	2,500	2,500	-
Support Services	1,258,740	1,566,625	1,650,695	1,080,508
Designated Expenses	639,939	518,474	455,779	31,000
Debt Service	-	-	-	47,000
<b>Total</b>	<b>\$ 1,974,490</b>	<b>\$ 2,091,099</b>	<b>\$ 2,112,474</b>	<b>\$ 1,158,508</b>

**AVENUE D BUILDING - MUNICIPAL ANNEX**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Supplies	5,154	8,400	8,400	7,285
Support Services	56,131	61,300	45,542	57,300
<b>Total</b>	<b>\$ 61,285</b>	<b>\$ 69,700</b>	<b>\$ 53,942</b>	<b>\$ 64,585</b>

**PUBLIC SERVICES**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Support Services	\$ 590,626	\$ 671,486	\$ 711,804	\$ 891,613
Transfers	16,755	-	-	-
<b>Total</b>	<b>\$ 607,381</b>	<b>\$ 671,486</b>	<b>\$ 711,804</b>	<b>\$ 891,613</b>

**STREET LIGHTS**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Support Services	\$ 770,744	\$ 658,047	\$ 746,505	\$ 750,000
<b>Total</b>	<b>\$ 770,744</b>	<b>\$ 658,047</b>	<b>\$ 746,505</b>	<b>\$ 750,000</b>

**CITY HALL**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Supplies	\$ 9,614	\$ 10,800	\$ 9,900	\$ 9,605
Support Services	319,282	315,850	309,609	256,000
Minor Capital	-	1,000	1,000	-
<b>Total</b>	<b>\$ 328,896</b>	<b>\$ 327,650</b>	<b>\$ 320,509</b>	<b>\$ 265,605</b>

**BELL COUNTY COMMUNICATION CENTER**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Support Services	\$ 1,056,865	\$ 1,021,851	\$ 1,021,851	\$ 804,086
<b>Total</b>	<b>\$ 1,056,865</b>	<b>\$ 1,021,851</b>	<b>\$ 1,021,851</b>	<b>\$ 804,086</b>

**GENERAL FUND  
NON- DEPARTMENTAL**

**CITY OF KILLEEN  
FY2016 BUDGET**

**DESIGNATED FUNDS**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Designated Expenses	\$ 410,067	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 410,067</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**ELECTRICITY**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Support Services	\$ -	\$ 841,333	\$ 876,934	\$ -
<b>Total</b>	<b>\$ -</b>	<b>\$ 841,333</b>	<b>\$ 876,934</b>	<b>\$ -</b>

<b>Total</b>	<b>\$ 5,209,728</b>	<b>\$ 5,681,166</b>	<b>\$ 5,844,019</b>	<b>\$ 3,934,397</b>
--------------	---------------------	---------------------	---------------------	---------------------

# Aviation Funds



*Dedicated Service - Every Day, for Everyone!*

# AVIATION FUNDS

The Aviation Funds are two of the five enterprise funds that the City of Killeen maintains. The Governmental Accounting Standards Board *Codification*, Section 1300.104, states that "the enterprise fund type may be used: to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination or revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance public policy, management control, accountability, or other purposes." These funds are not required by GASB, but are permitted.

The City of Killeen uses these funds to account for all expenditures incurred and revenues received pertaining to the operation, maintenance, and improvement of the airports.

**Killeen-Fort Hood Regional Airport  
Budget Summary  
FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>	<b>Percent of Budget</b>	<b>% Change from FY 2015 Budget</b>
<b>Revenues</b>						
Airport Rent & Concessions	\$ 975,459	\$ 978,417	\$ 973,016	\$ 1,008,898	39.50%	3.12%
Air Carrier Operations	303,276	265,614	291,244	274,588	10.75%	3.38%
Airport Use Fees	161,378	167,385	160,776	160,213	6.27%	-4.28%
Airport Parking Lot Fees	709,827	668,422	540,082	545,000	21.34%	-18.46%
Fuel Sales	204,404	362,850	156,706	185,000	7.24%	-49.01%
Operating Supplies	-	60	-	17,835	0.70%	100.00%
Into Plane Fees	402,130	368,511	295,228	295,228	11.56%	-19.89%
CFC Recovery Fees	292,413	249,200	-	-	0.00%	-100.00%
Miscellaneous Receipts	2,090	1,630	37,259	2,295	0.09%	40.80%
Interest Earned	75	86	32	18	0.00%	-79.07%
Intergovernmental Revenue	859,749	-	457,630	15,073	0.59%	100.00%
TXDOT Grants	50,000	50,000	50,000	50,000	1.96%	0.00%
<b>Total Revenues</b>	<b>3,960,801</b>	<b>3,112,175</b>	<b>2,961,973</b>	<b>2,554,148</b>	<b>100%</b>	<b>-17.93%</b>
<b>Operating Expenses</b>						
Airport Operations	2,589,241	2,751,666	2,517,953	2,772,506	86.32%	0.76%
Cost of Goods Sold	170,853	348,042	170,042	170,600	5.31%	-50.98%
Information Technology	160,925	177,281	130,875	52,637	1.64%	-70.31%
Airport Non-Departmental	187,580	173,850	161,204	170,521	5.31%	-1.91%
<b>Total Operating Expenses</b>	<b>3,108,599</b>	<b>3,450,839</b>	<b>2,980,074</b>	<b>3,166,264</b>	<b>98.58%</b>	<b>-8.25%</b>
<b>Non-Operating Expenses</b>						
Capital Outlay	1,286,713	-	407,837	45,457	1.42%	100.00%
<b>Total Non-Operating Expenses</b>	<b>1,286,713</b>	<b>-</b>	<b>407,837</b>	<b>45,457</b>	<b>1.42%</b>	<b>100.00</b>
<b>Total Expenses</b>	<b>4,395,312</b>	<b>3,450,839</b>	<b>3,387,911</b>	<b>3,211,721</b>	<b>100.00%</b>	<b>-6.93%</b>
<b>Net Change in Working Capital</b>	<b>(434,511)</b>	<b>(338,664)</b>	<b>(425,938)</b>	<b>(657,573)</b>		
<b>Working Capital Balance, Beginning</b>				<b>97,941</b>		
<b>Working Capital Balance, Ending</b>				<b>\$ (559,632)</b>		

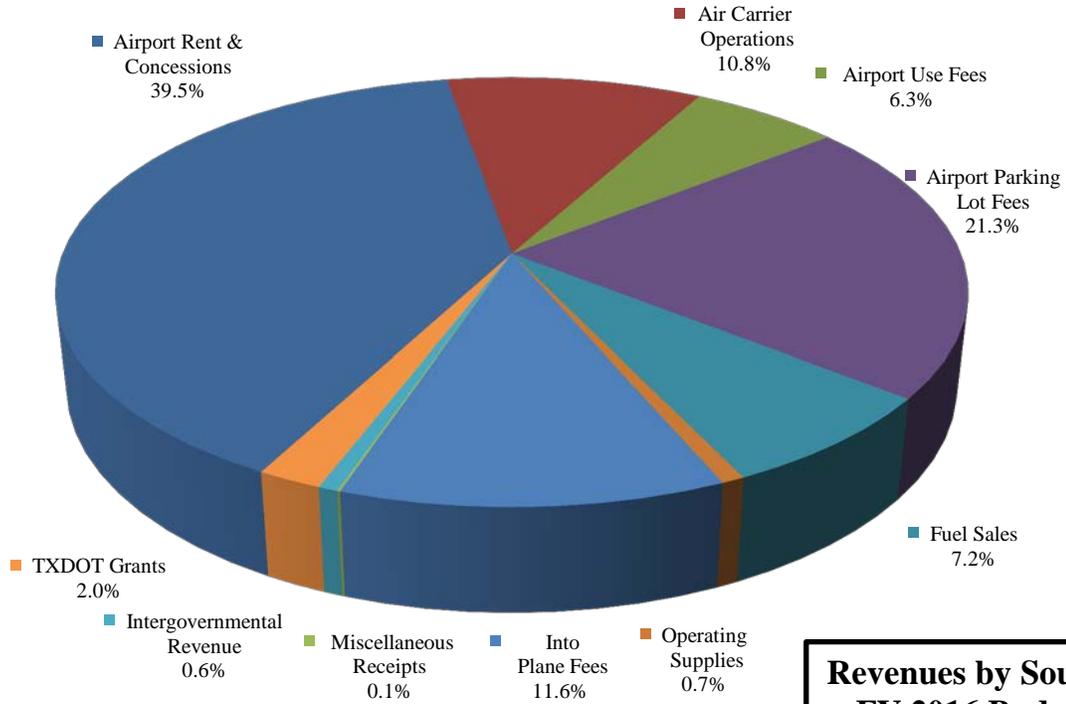
*Aviation working capital balance decreased due to personnel salary/benefit increases and decreased revenue streams due to a slow-down in the Aviation market.*



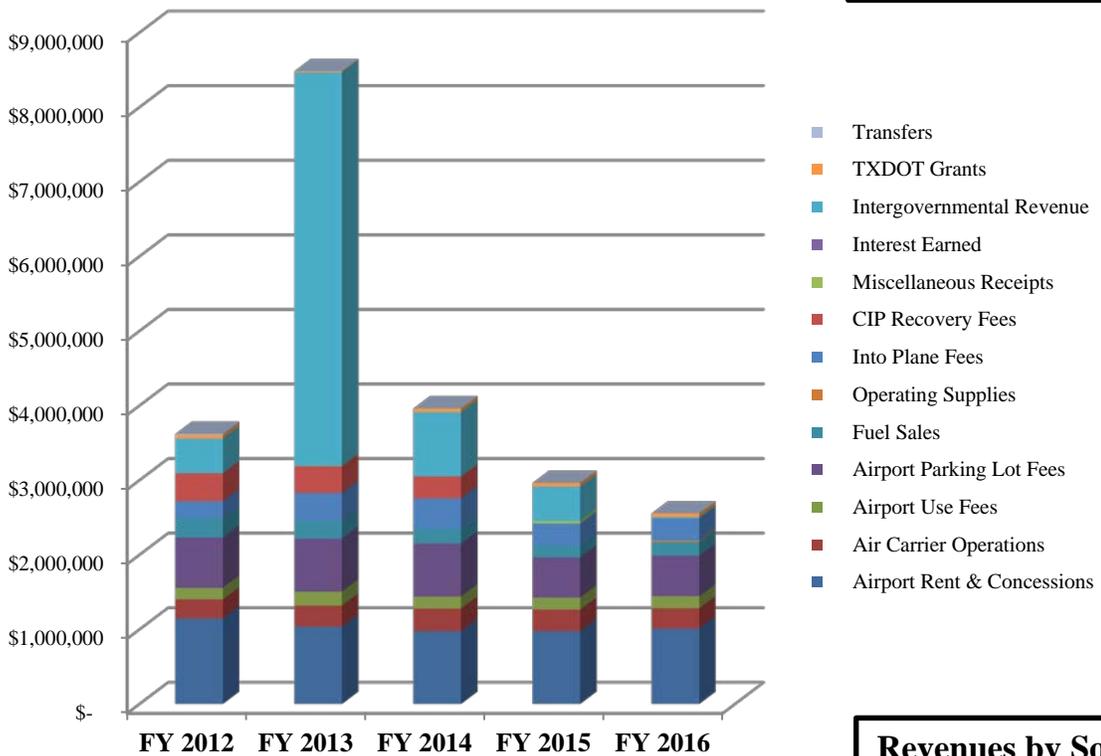
*Dedicated Service – Every Day, for Everyone!*

# Killeen-Fort Hood Regional Airport

## -Revenues-



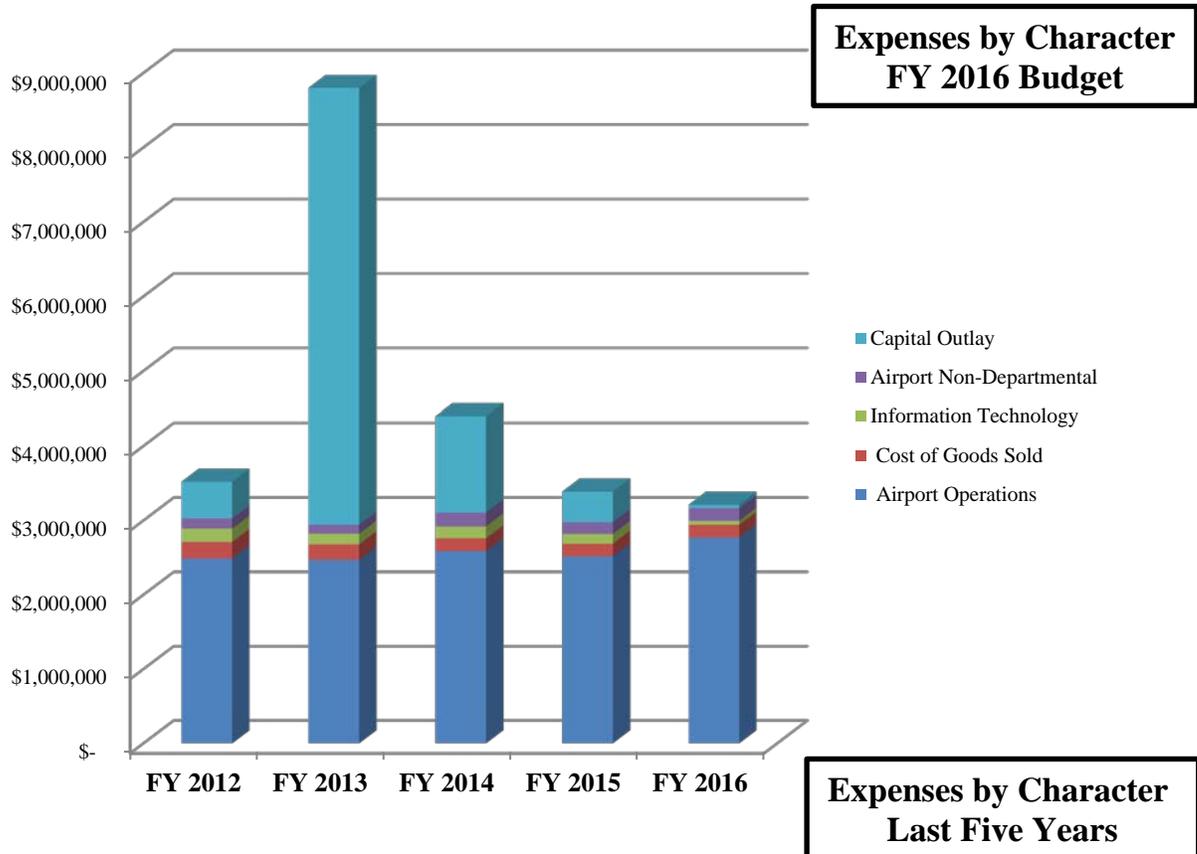
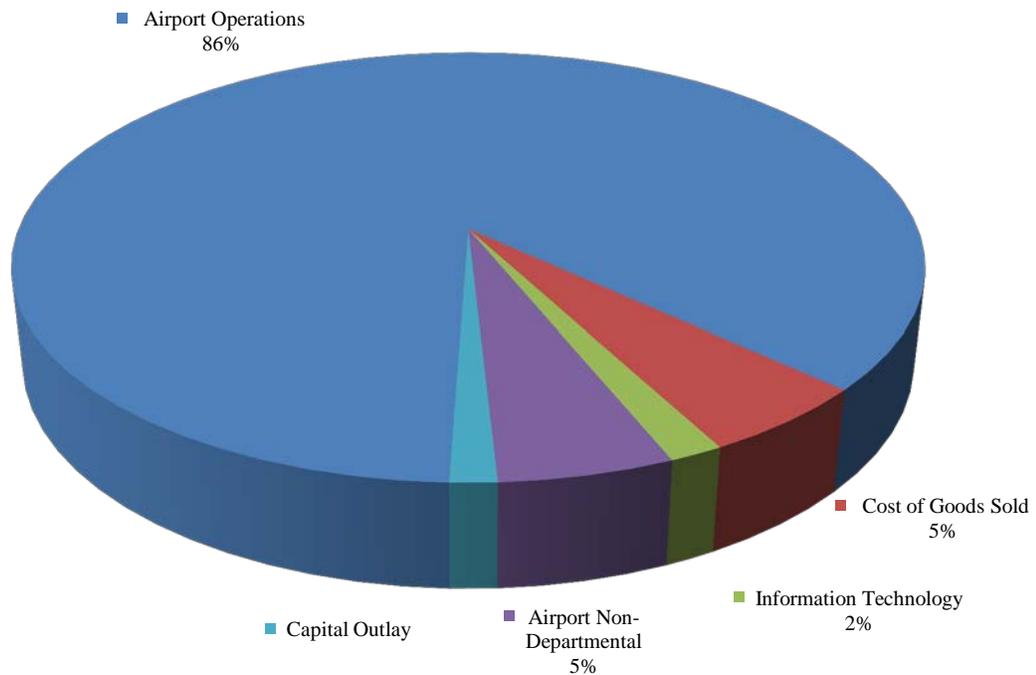
**Revenues by Source  
FY 2016 Budget**



**Revenues by Source  
Last Five Years**

# Killeen-Fort Hood Regional Airport

## -Expenses-



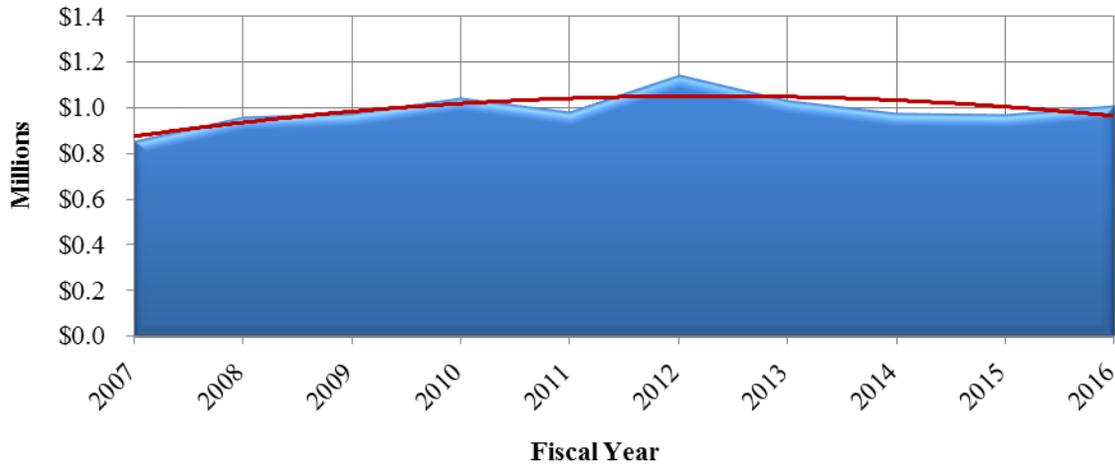
**- KILLEEN-FORT HOOD REGIONAL AIRPORT FUND REVENUES -  
Revenue Assumptions**

**Rents and Concessions**

**\$1,008,898**

Rents revenue is generated by leasing airport space and concession fees are generated from rental car companies and retail vendors. The airport currently receives rents and fees from five rental car agencies, a gift shop, restaurant, bar, GSA, advertising, two cellular services, and others. Rental car and most concession business activities are expected to remain relatively flat during FY 2016. Slight increases are expected due to favorable cell service lease agreements, GSA lease space and rate increases, and additional retail space now available for lease.

**Historical Rents & Concessions**



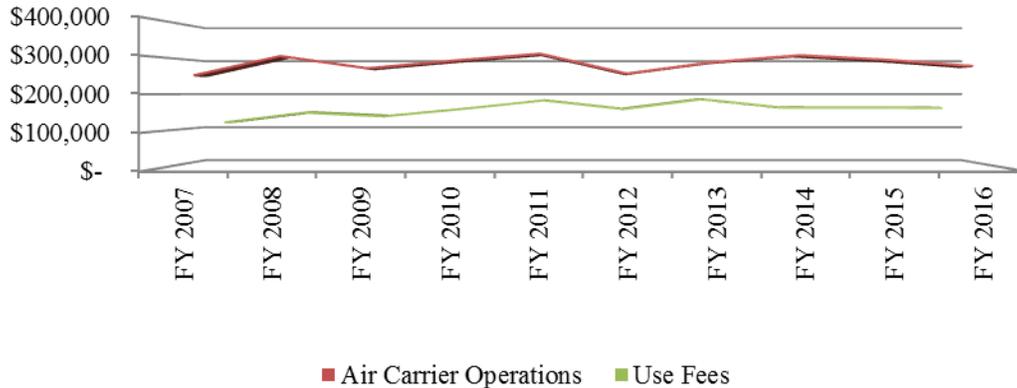
**Air Carrier Operations  
Use Fees**

**\$274,588  
160,213**

Air carrier operations revenue is received from the leasing of airport space to airline companies that provide flight services to customers. It includes basic rental rates, passenger holding area rent, baggage claim rent, telephone and information technology service charges, and other sundry charges to the air carriers.

Use fees include airline landing fees and fuel flow fees. The landing fee is based on the anticipated airline activity rate with a landing fee of \$0.80 per 1,000 pounds of the certified landing weights of the signatory airline aircraft landed. The fee is \$1.00 per 1,000 pounds for non-signatory airlines. No significant change in airline activity is expected in FY 2016.

## Air Carrier Operations & Use Fees

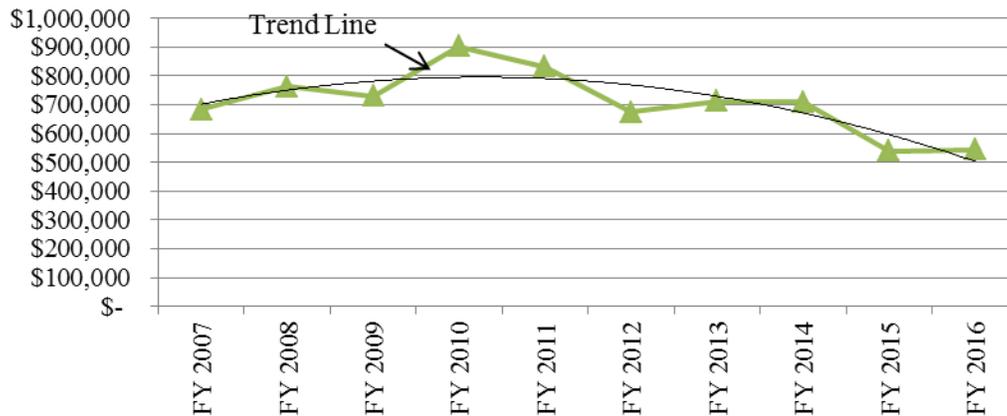


### Parking Lot Fees

**545,000**

Parking lot fees are the City’s share of parking lot charges collected by the parking lot company for use of the airport parking lot. Parking lot fees are based on a maximum of \$8.00 per day or \$48 per week for long-term parking and \$10.00 a day or \$60.00 per week for short-term parking. Parking lot fees peaked in FY 2010, and have steadily declined in proceeding years. The FY 2016 budget is based upon FY 2015 actuals.

## Historical Parking Lot Fees



**Jet Fuel Sales**

**45,000**

**Motor Gas Sales**

**140,000**

**Into Plane Fees**

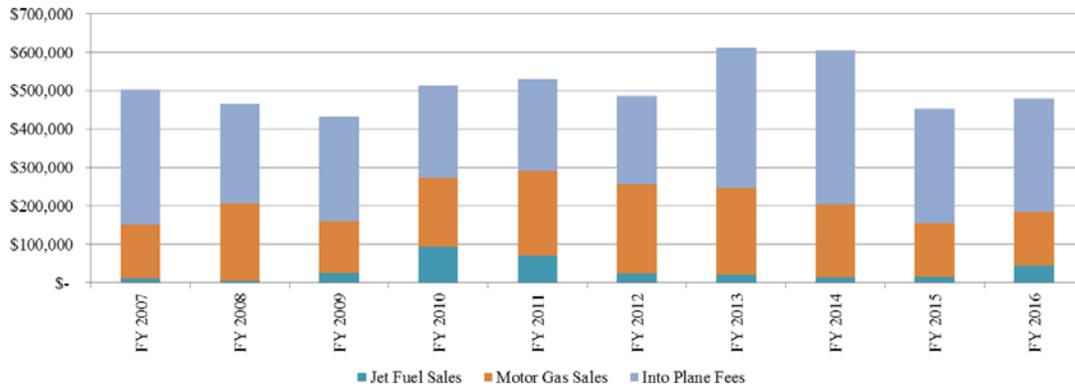
**295,228**

Jet fuel sale revenues are fuel sales to corporate aviation customers (non-airline activity). A market based retail price is set based upon obtaining a net profit margin of \$0.75 per gallon.

Motor fuel sales are the sale of gasoline to rental car agencies and airlines. The selling price is set based upon obtaining a net profit margin of \$0.05 per gallon.

Into plane fees are for the storage and retail delivery of jet fuel to airlines and other commercial fuel contract customers. The revenue assumption is based upon an estimated delivery of 1,316,111 gallons of jet fuel via 3,112 annual transactions.

### Historical Fuel Revenue & Into Plane Fees





***Dedicated Service – Every Day, for Everyone!***

**AVIATION FUND  
KILLEEN-FORT HOOD REGIONAL AIRPORT**

---

**DESCRIPTION**

---

Killeen-Fort Hood Regional Airport (K-FHRA) is a complex owned and operated by the City of Killeen. The complex operates on an 85-acre campus which includes an air-carrier terminal building, a vehicle parking facility, a rental car facility, a fuel farm, a corporate aviation facility, and an air-carrier ramp located on Robert Gray Army Airfield in a joint-use operation with the U.S. Army at Fort Hood. The airport leases space to business tenants including airline operators, rental car companies, parking lot, restaurant, coffee shop, gift shop, and other miscellaneous concession activities. Airport staff operates an aircraft line services business for sales and delivery of aviation fuel to airlines and corporate aircraft, aircraft de-icing, aircraft towing, and related ground support services. The Airport also sells unleaded gasoline to the tenant rental car companies. Airport staff provides maintenance of the City-owned facilities and provides in-kind services on the airfield to the Army outside the area occupied by the City.

**ACCOMPLISHMENTS**

---

- Completed construction for the airport security system upgrade.
- Completed construction and installation of the Parking and Revenue Control System upgrade.
- Completed design of Taxiway B Rehabilitation and Loop Road Rehabilitation projects.
- Continued to promote air service improvements for regional transportation.
- Became a TSA Pre-Check Airport.
- Became an aircraft diversion Airport for Southwest and Delta Airlines.

**GOALS**

---

- Efficiently operate and maintain City owned airport facilities.
- Ensure K-FHRA aviation activities are conducted safely and efficiently.
- Maintain a comprehensive Capital Improvement Plan (CIP) for future aviation needs.
- Continue fiscal sustainability initiatives.
- Continue marketing efforts to increase passenger enplanements.
- Continue to pursue additional airline/destination services.
- Initiate an Airport Master Plan.
- Initiate engineering studies for the replacement of four passenger boarding bridges.
- Implement wildlife hazard mitigation equipment plan.
- Seek FAA funding for capital improvement projects.

**AVIATION FUND  
KILLEEN-FORT HOOD REGIONAL AIRPORT  
OPERATIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expense Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 1,395,440	\$ 1,467,878	\$ 1,318,582	\$ 1,464,776
Supplies	105,341	128,107	112,100	111,296
Maintenance	131,780	130,026	141,350	141,300
Repairs	104,546	153,681	117,426	130,224
Support Services	485,739	507,739	480,086	531,432
Benefits	357,934	362,261	346,609	387,436
Minor Capital	2,591	1,974	1,800	6,000
Designated Expenses	176,723	348,042	170,042	170,642
Capital Outlay	-	-	-	15,000
<b>Total</b>	<b>\$ 2,760,094</b>	<b>\$ 3,099,708</b>	<b>\$ 2,687,995</b>	<b>\$ 2,958,106</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Accounting Specialist	2	2	2
Aircraft Fuel Handler	5	5	5
Manager (Airport Facilities)	1	1	1
Airport Maintenance Crew Leader	1	1	1
Manager (Airport Operations)	1	1	1
Airport Service Worker	10	10	10
Airport Specialist	4	4	4
Aviation Assistant Director	1	1	1
Executive Director of Aviation	1	1	1
Executive Assistant	1	1	1
Flightline Service Crew Leader	1	1	1
Operations Specialist	6	6	6
Operations Supervisor	1	1	1
Principal Secretary	1	1	1
Senior Aircraft Fuel Handler	2	2	2
<b>Total</b>	<b>38</b>	<b>38</b>	<b>38</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Enplaned passengers	165,452	150,172	160,543
Number of passengers served	329,174	305,382	321,086

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Avg operational cost per enplanement	\$ 17.64	\$ 18.76	\$ 18.81
Avg operational revenue per enplanement	\$ 16.98	\$ 16.44	\$ 15.82

**AVIATION FUND  
KILLEEN-FORT HOOD REGIONAL AIRPORT  
INFORMATION TECHNOLOGY**

---

**DESCRIPTION**

---

The information technology division of the Aviation Department budget is used to account for information technology related expenses at the airport.

**ACCOMPLISHMENTS**

---

- Provided guidance for the security system maintenance
- Provided support for 20 IT systems at Killeen Fort Hood Regional (GRK) and Skylark Field
- Provided support for airline networks and IT systems
- Provided support for all tenant phone and data services
- Provided guidance for the upgrade of the fuel monitoring system and car wash bays
- Resolved tenant voicemail issues connected to the PBX phone system
- Began installation of stage one city-wide fiber loop at GRK

**GOALS**

---

- Upgrade Aviation Department computers
- Monitor and maintain the Aviation Department IT infrastructure
- Establish and integrate the upgraded fiber loop into GRK

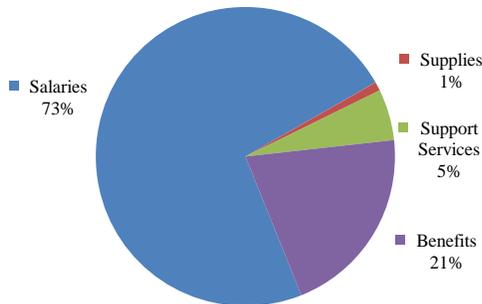
**AVIATION FUND  
KILLEEN-FORT HOOD REGIONAL AIRPORT  
INFORMATION TECHNOLOGY**

**CITY OF KILLEEN  
FY2016 BUDGET**

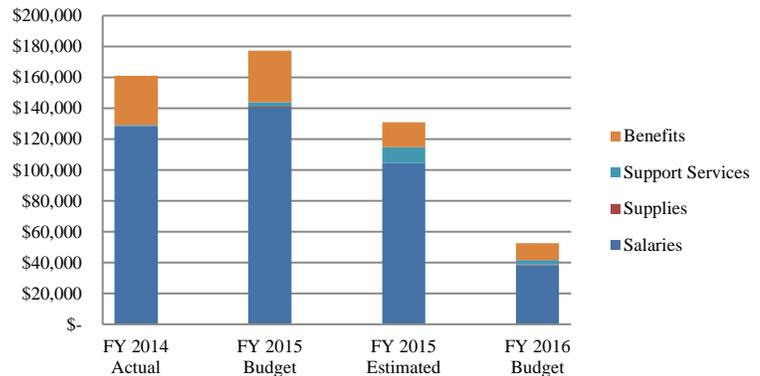
<b>Expense Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 128,353	\$ 140,420	\$ 104,565	\$ 38,358
Supplies	376	500	-	500
Support Services	549	2,912	10,200	2,912
Benefits	31,647	33,449	16,110	10,867
<b>Total</b>	<b>\$ 160,925</b>	<b>\$ 177,281</b>	<b>\$ 130,875</b>	<b>\$ 52,637</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Airport Technology Network Technician	3	1	1
<b>Total</b>	<b>3</b>	<b>1</b>	<b>1</b>

**Department Expenses**



**Department Expenses History**



**AVIATION FUND  
KILLEEN-FORT HOOD REGIONAL AIRPORT  
NON-DEPARTMENTAL**

**CITY OF KILLEEN  
FY2016 BUDGET**

**NON-DEPARTMENTAL**

<b>Expense Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Support Services	\$ 46,973	\$ 50,019	\$ 50,119	\$ 52,521
Human Resources	631	4,000	4,000	4,000
Information Technology	126,567	119,831	107,185	129,384
Designated Expenses	13,409	-	-	-
<b>Total Airport Non-Departmental</b>	<b>\$ 187,580</b>	<b>\$ 173,850</b>	<b>\$ 161,304</b>	<b>\$ 185,905</b>

**KFHRA CONSTRUCTION**

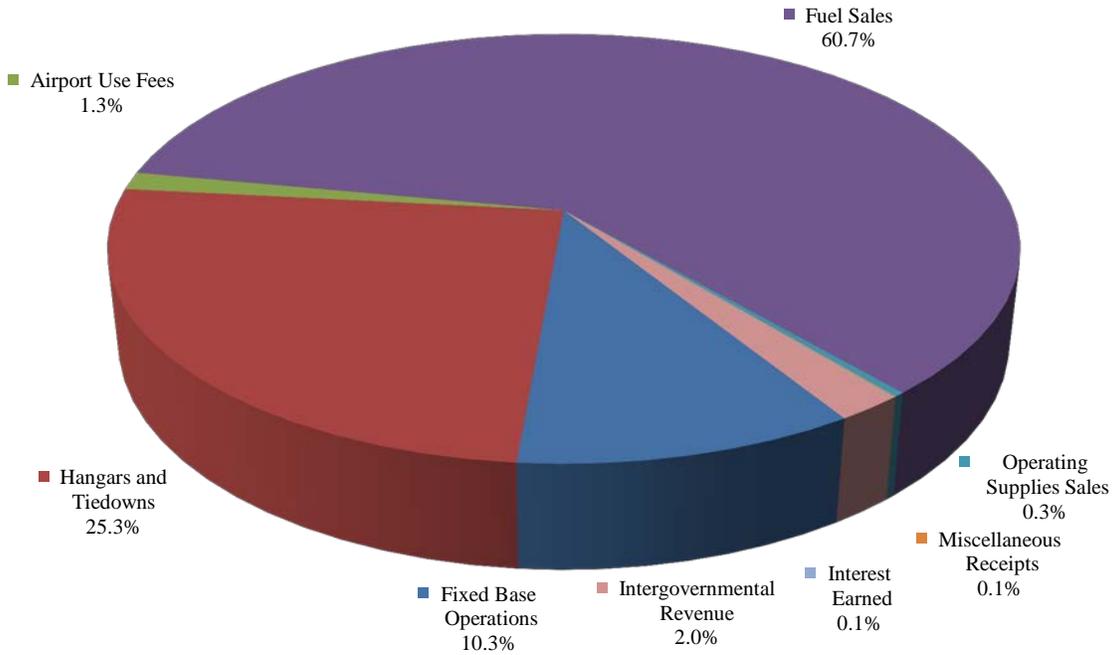
<b>Expense Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Terminal loop road construction	\$ 3,713	\$ -	\$ 44,393	\$ 4,933
Taxiway Construction	25,350	-	91,260	10,140
Terminal building construction	907,133	-	57,877	-
Security system upgrade	350,517	-	214,307	-
<b>Total KFHRA Construction</b>	<b>\$ 1,286,713</b>	<b>\$ -</b>	<b>\$ 407,837</b>	<b>\$ 15,073</b>

**Skylark Field  
Budget Summary  
FY 2016**

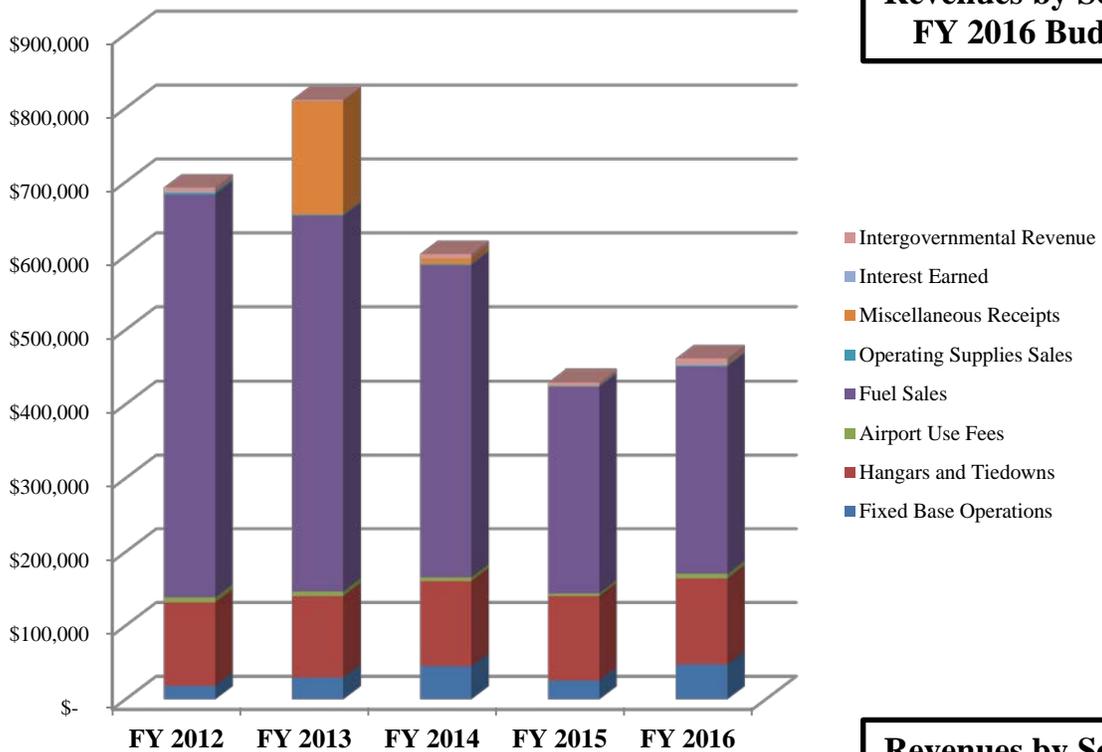
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>	<b>Percent of Budget</b>	<b>% Change from FY 2015 Budget</b>
<b>Revenues</b>						
Fixed Base Operations	45,100	45,400	25,671	47,337	10.26%	4.27%
Hangars and Tiedowns	115,259	112,394	114,713	116,728	25.30%	3.86%
Airport Use Fees	5,230	7,285	3,448	6,105	1.32%	-16.20%
Fuel Sales	421,883	656,773	279,659	280,000	60.70%	-57.37%
Operating Supplies Sales	1,386	1,600	1,209	1,400	0.30%	-12.50%
Miscellaneous Receipts	7,895	300	221	300	0.07%	0.00%
Interest Earned	200	300	275	300	0.07%	0.00%
Intergovernmental Revenue	5,520	9,150	4,200	9,150	1.98%	0.00%
<b>Total Revenues</b>	<b>602,473</b>	<b>833,202</b>	<b>429,396</b>	<b>461,320</b>	<b>100.00%</b>	<b>-44.63%</b>
<b>Operating Expenses</b>						
Airport Operations	237,087	263,413	236,126	258,880	45.27%	-1.72%
Cost of Goods Sold	340,738	587,000	246,455	281,200	49.17%	-52.10%
Airport Non-Departmental	8,461	10,739	10,739	11,276	1.97%	5.00%
<b>Total Operating Expenses</b>	<b>586,286</b>	<b>861,152</b>	<b>493,320</b>	<b>551,356</b>	<b>96.41%</b>	<b>-35.97%</b>
<b>Non-Operating Expenses</b>						
Capital Outlay	-	-	-	20,534	3.59%	100.00%
<b>Total Non-Operating Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,534</b>	<b>3.59%</b>	<b>100.00%</b>
<b>Total Expenses</b>	<b>586,286</b>	<b>861,152</b>	<b>493,320</b>	<b>571,890</b>	<b>100.00%</b>	<b>-33.59%</b>
<b>Net Change in Working Capital</b>	<b>16,187</b>	<b>(27,950)</b>	<b>(63,924)</b>	<b>(110,570)</b>		
<b>Working Capital Balance, Beginning</b>				<b>724,978</b>		
<b>Working Capital Balance, Ending</b>				<b>\$ 614,408</b>		

# Skylark Field

## -Revenues-



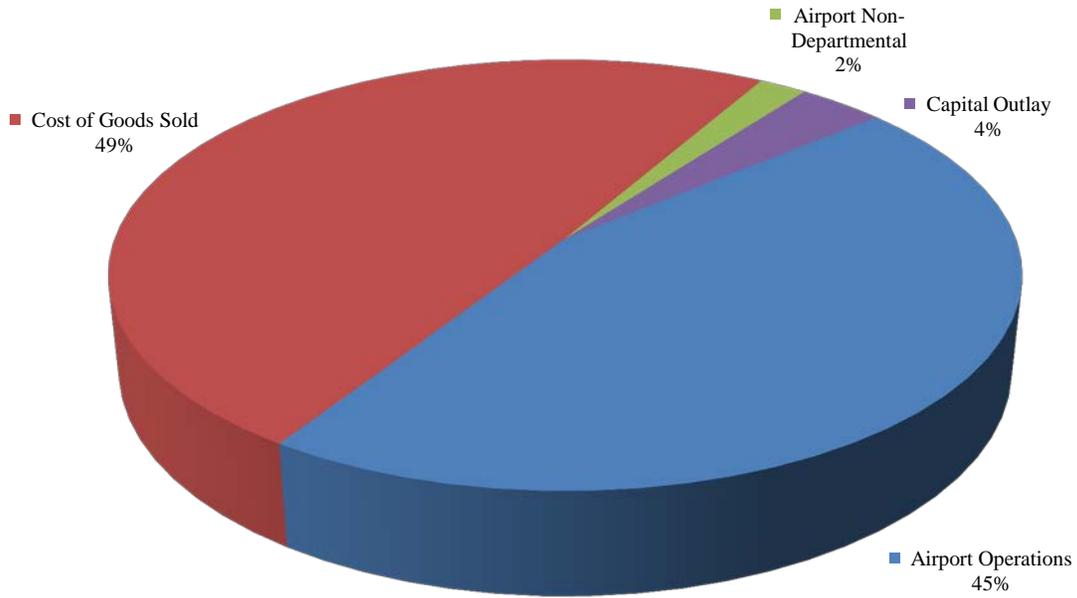
**Revenues by Source  
FY 2016 Budget**



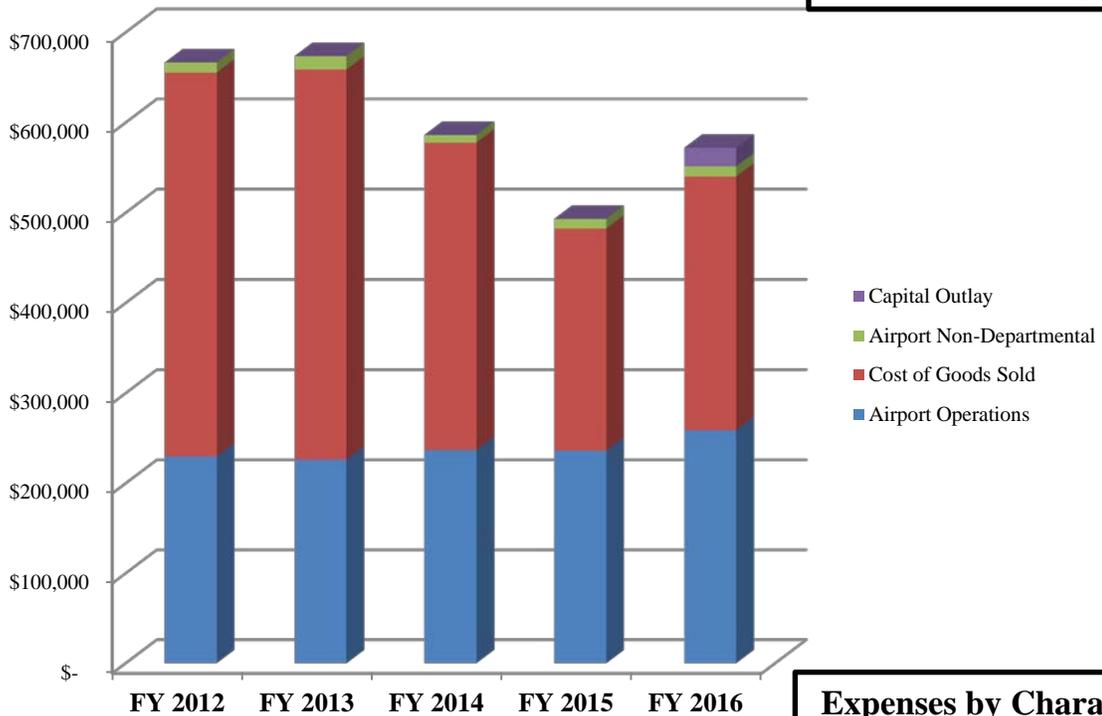
**Revenues by Source  
Last Five Years**

# Skylark Field

## -Expenses-



**Expenses by Character  
FY 2016 Budget**



**Expenses by Character  
Last Five Years**

# - SKYLARK AIRPORT FUND REVENUES -

## Revenue Assumptions

---

<b>Fixed Base Operations</b>	<b>\$47,337</b>
------------------------------	-----------------

---

Revenue received from fixed base operators. FY 2016 budget was based on a historical trend analysis.

<b>Hangers and Tie-downs</b>	<b>116,728</b>
------------------------------	----------------

---

Hanger and tie-down revenues are received by customers that utilize space at the airport for parking and tying down their aircraft. Hanger revenue is also generated by renting land to tenants for the purpose of building and operating private hanger.

<b>Use Fees</b>	<b>6,105</b>
-----------------	--------------

---

Use fees are a fuel flow fee for each gallon of jet fuel sold. Fuel flow fees are \$0.55 per gallon of fuel sold.

<b>Jet Fuel Sales</b>	<b>100,000</b>
-----------------------	----------------

---

Fuel sale revenue is generated by the sale of Jet A fuel to general aviation, corporate, and military customers. Retail price is set based on a net profit margin of \$0.65 per gallon.

<b>100LL Fuel Sales</b>	<b>180,000</b>
-------------------------	----------------

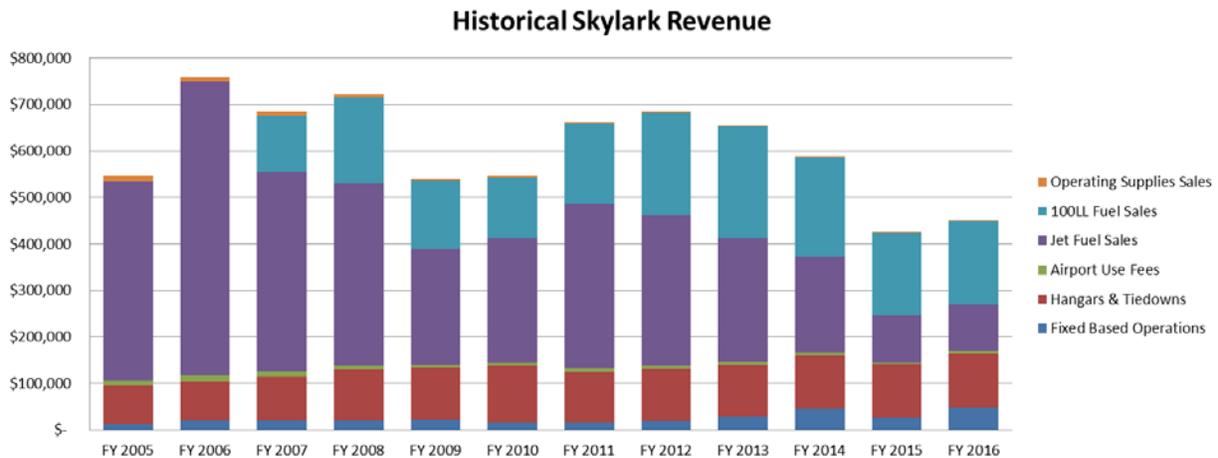
---

100LL fuel sale revenue is generated by the sale of 100LL fuel to general aviation customers. Retail price is set based on a net profit margin of \$0.38 per gallon

<b>Operating Supplies</b>	<b>1,400</b>
---------------------------	--------------

---

Operating supplies revenue is generated from the sale of aviation oil, miscellaneous supplies, and aircraft services. Operating supplies revenue for FY 2016 is based on a multi-year trend analysis.





***Dedicated Service – Every Day, for Everyone!***

## **AVIATION FUND SKYLARK FIELD**

---

### **DESCRIPTION**

---

Skylark Field is a General Aviation airport owned and operated by the City of Killeen for the use of all aircraft other than commercial air carriers. The Department of Aviation leases T-hangars to aircraft owners for storage of light aircraft, leases buildings or large hangars to aviation business tenants, and leases available property to prospective tenants to operate aviation-related business on the airport. Airport staff operates the general aviation terminal building and an aviation fuel business, handling fuel receipt, storage and retail delivery of jet fuel and 100LL Avgas for use by general aviation and business aircraft using the airport. Airport staff inspects and maintains the runway, taxiways, aprons, and all City-owned buildings and grounds on the airport.

### **ACCOMPLISHMENTS**

---

- Continued to provide excellent service and maintain safe aviation facilities for tenants and transient customers.
- Coordinated with the FAA and other agencies as necessary to mitigate the impact of the Rosewood and FM 2410 highway construction projects.
- Coordinated with the La Cascata developers to ensure compliance with FAA regulations and City ordinances.
- Continued to market the airport and negotiate with potential airport tenants and developers.
- Continued the Airport Master Plan process.

### **GOALS**

---

- Provide a safe and secure operating environment for general aviation, business aviation, and military aircraft operations.
- Improve general aviation facilities and services and encourage growth in this market area.
- Maintain financial self-sustainment.
- Ensure Skylark Field aviation activities are conducted safely and efficiently.
- Continue to provide excellent service and maintain safe aviation facilities for tenants and transient customers.
- Continue to work the La Cascata developers to mitigate the impacts to the airport.
- Continue to negotiate with interested third-party investors for possible Airport development opportunities.
- Complete the Airport Master Plan process.
- Market business opportunities at Skylark Field.

**AVIATION FUND  
SKYLARK FIELD  
OPERATIONS**

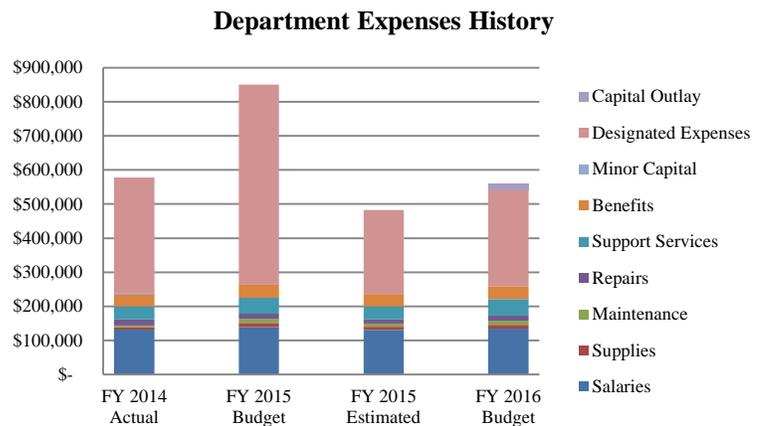
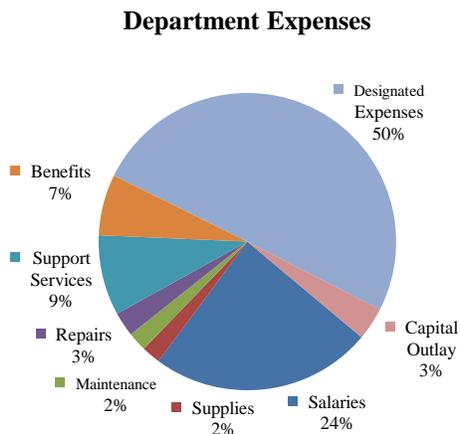
**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expense Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 131,866	\$ 139,051	\$ 130,940	\$ 134,745
Supplies	7,414	12,727	9,183	11,508
Maintenance	4,325	11,540	9,625	11,650
Repairs	17,925	15,016	11,773	14,809
Support Services	38,594	47,058	38,373	48,888
Benefits	36,464	38,021	36,232	37,280
Minor Capital	499	-	-	-
Designated Expenses	340,738	587,000	246,455	281,200
Capital Outlay	-	-	-	20,000
<b>Total</b>	<b>\$ 577,825</b>	<b>\$ 850,413</b>	<b>\$ 482,581</b>	<b>\$ 560,080</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Accounting Specialist	1	1	1
Aircraft Fuel Handler	2	2	2
Airport Opns & Mnt Crew Leader	1	1	1
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Based Aircraft	64	61	61
Fuel sold - gallons	91,502	72,729	89,000

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Avg amt of fuel sold per based aircraft	1,430	1,192	1,459
Avg gross margin per gallon sold	\$ 0.90	\$ 0.47	-
Aircraft hangars leased	100%	100%	100%



**AVIATION FUND  
SKYLARK FIELD  
NON-DEPARTMENTAL**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expense Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Consolidated	8,461	10,739	10,739	11,276
Information Technology	-	-	-	534
<b>Total Non-Departmental</b>	<b>\$ 8,461</b>	<b>\$ 10,739</b>	<b>\$ 10,739</b>	<b>\$ 11,810</b>

# *Solid Waste Fund*



*Dedicated Service - Every Day, for Everyone!*

# SOLID WASTE FUND

The Solid Waste Fund is one of the five enterprise funds that the City of Killeen maintains. The Governmental Accounting Standards Board *Codification*, Section 1300.104, states that "the enterprise fund type may be used: to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination or revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance public policy, management control, accountability, or other purposes." These funds are not required by GASB, but are permitted.

The City of Killeen uses this fund to account for all expenses incurred and revenues received pertaining to the operation, maintenance, and improvement of Solid Waste services provided by the City. Appropriations are made for six functions provided by Solid Waste. These functions include the Solid Waste Residential and Commercial Operations, the Solid Waste Transfer Station, the Recycle Program, the Mowing Program and Accounting.

**Solid Waste Fund  
Budget Summary  
FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>	<b>Percent of Budget</b>	<b>% Change from FY 2015 Budget</b>
<b>Revenues</b>						
Transfer Station Fees	\$ 448,742	\$ 380,800	\$ 400,000	400,000	2.38%	5.04%
Container Rentals	98,662	101,420	99,714	100,000	0.59%	-1.40%
Tire Disposal Fees	6,729	7,000	8,700	7,000	0.04%	0.00%
Sale of Metals-Recycling	63,328	50,000	50,000	50,000	0.30%	0.00%
Paper Products Recycling	55,716	52,000	50,000	52,000	0.31%	0.00%
Public Scale Fees	6,736	8,000	6,800	6,900	0.04%	-13.75%
Other Recycle Revenues	15,602	7,000	10,000	10,000	0.06%	42.86%
Customer Recycling Fees	84,781	86,972	81,538	85,000	0.51%	-2.27%
Commercial Sanitation Fees	5,431,117	5,612,924	5,622,409	5,829,612	34.64%	3.86%
Residential Sanitation Fees	9,163,165	9,773,247	9,787,390	10,175,979	60.48%	4.12%
Investment Revenue	2,153	8,200	6,445	6,900	0.04%	-15.85%
Compost Facility Lease	36,000	18,000	18,000	18,000	0.11%	0.00%
Knife River Lease	30,000	30,000	30,000	30,000	0.18%	0.00%
Sale of Equipment	-	9,000	-	32,900	0.20%	265.56%
Miscellaneous Receipts	248,626	-	325	20,000	0.12%	100.00%
Bond Proceeds	-	-	1,834,492	-	0.00%	0.00%
<b>Total Revenues</b>	<b>15,691,357</b>	<b>16,144,563</b>	<b>18,005,813</b>	<b>16,824,291</b>	<b>100.00%</b>	<b>4.21%</b>
<b>Operating Expenses</b>						
Accounting	218,249	217,354	193,797	210,199	1.18%	-3.29%
Residential Operations	3,887,726	3,669,481	4,209,021	3,252,661	18.27%	-11.36%
Commercial Operations	1,688,673	1,938,292	2,947,255	1,785,861	10.03%	-7.86%
Recycling Program	388,694	414,900	379,894	428,761	2.41%	3.34%
Transfer Station	4,677,441	5,086,222	5,114,974	5,176,399	29.08%	1.77%
Mowing	878,757	921,453	890,683	936,305	5.26%	1.61%
Solid Waste Miscellaneous	324,459	316,009	143,685	258,025	1.45%	-18.35%
Franchise Fee	1,094,222	1,130,119	1,130,119	1,504,485	8.45%	33.13%
Indirect Cost Allocations	1,235,124	1,308,745	1,308,745	1,166,830	6.55%	-10.84%
<b>Total Operating Expenses</b>	<b>14,393,345</b>	<b>15,002,575</b>	<b>16,318,173</b>	<b>14,719,526</b>	<b>82.68%</b>	<b>-1.89%</b>
<b>Non-Operating Expenses</b>						
Capital Outlay	307,357	-	-	1,960,580	11.03%	0.00%
Debt Service	744,908	729,558	742,516	1,120,564	6.29%	53.59%
<b>Total Non-Operating Expenses</b>	<b>1,052,265</b>	<b>729,558</b>	<b>742,516</b>	<b>3,081,144</b>	<b>17.32%</b>	<b>322.33%</b>
<b>Total Expenses</b>	<b>15,445,610</b>	<b>15,732,133</b>	<b>17,060,689</b>	<b>17,800,670</b>	<b>100.00%</b>	<b>13.15%</b>
<b>Net Change In Working Capital</b>	<b>245,747</b>	<b>412,430</b>	<b>945,124</b>	<b>(976,379)</b>		
<b>Working Capital Balance, Beginning</b>				<b>5,674,873</b>		
<b>Working Capital Balance, Ending</b>				<b>\$ 4,698,494</b>		

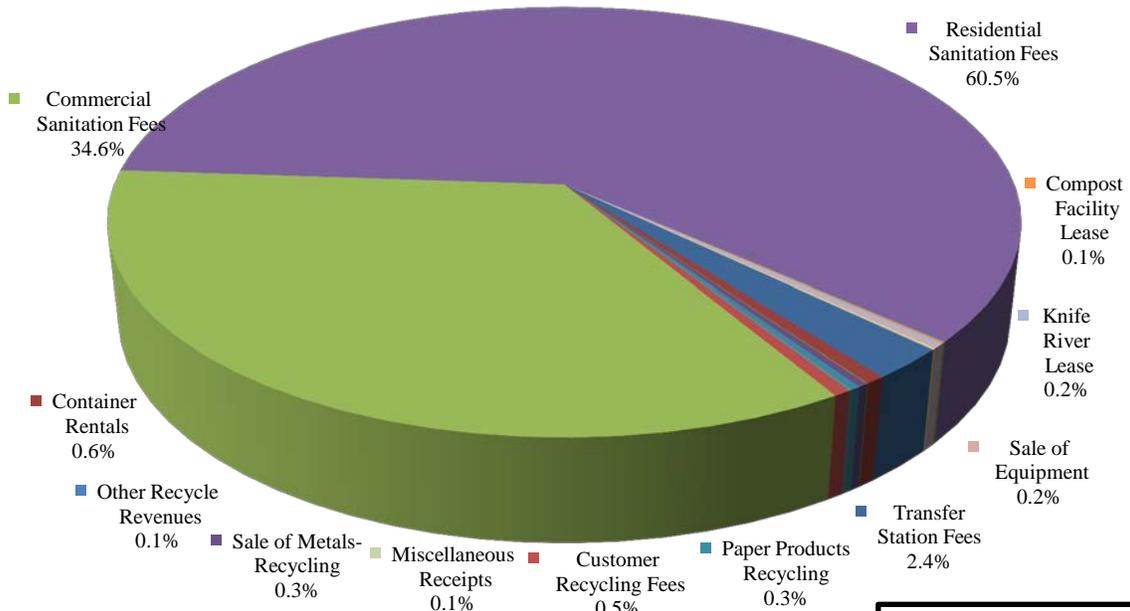
*Decrease in working capital balance is planned, and results from the use of fund balance for vehicle purchases.*



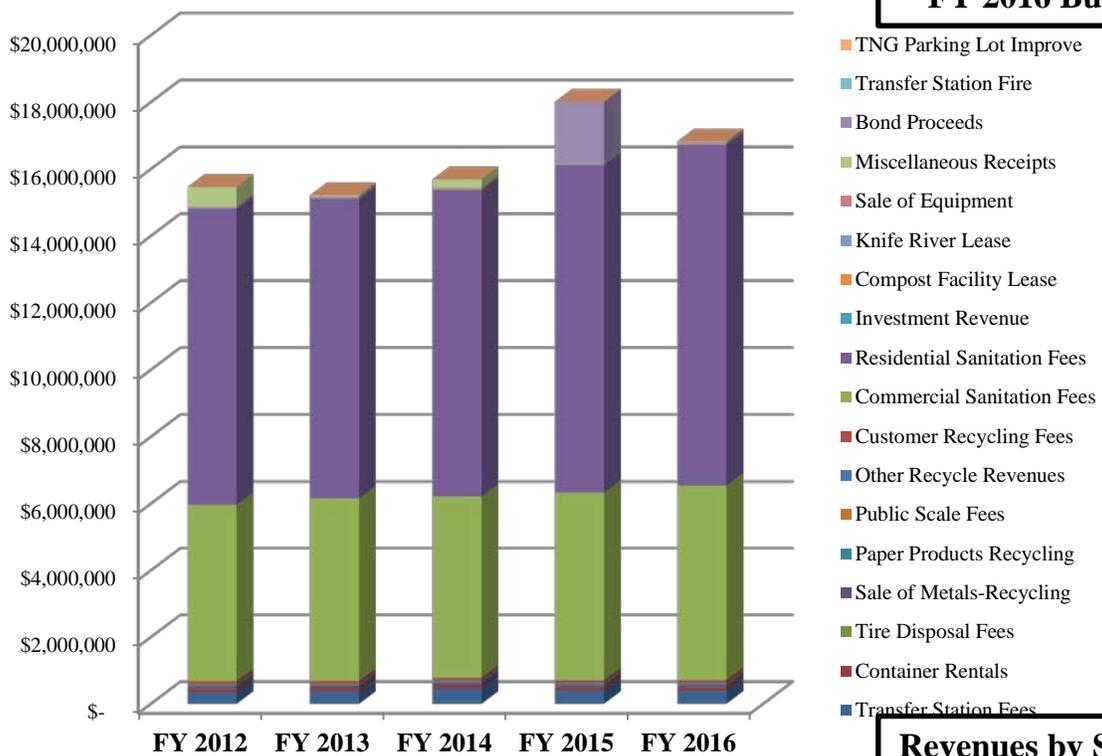
***Dedicated Service – Every Day, for Everyone!***

# Solid Waste Fund

## -Revenues-



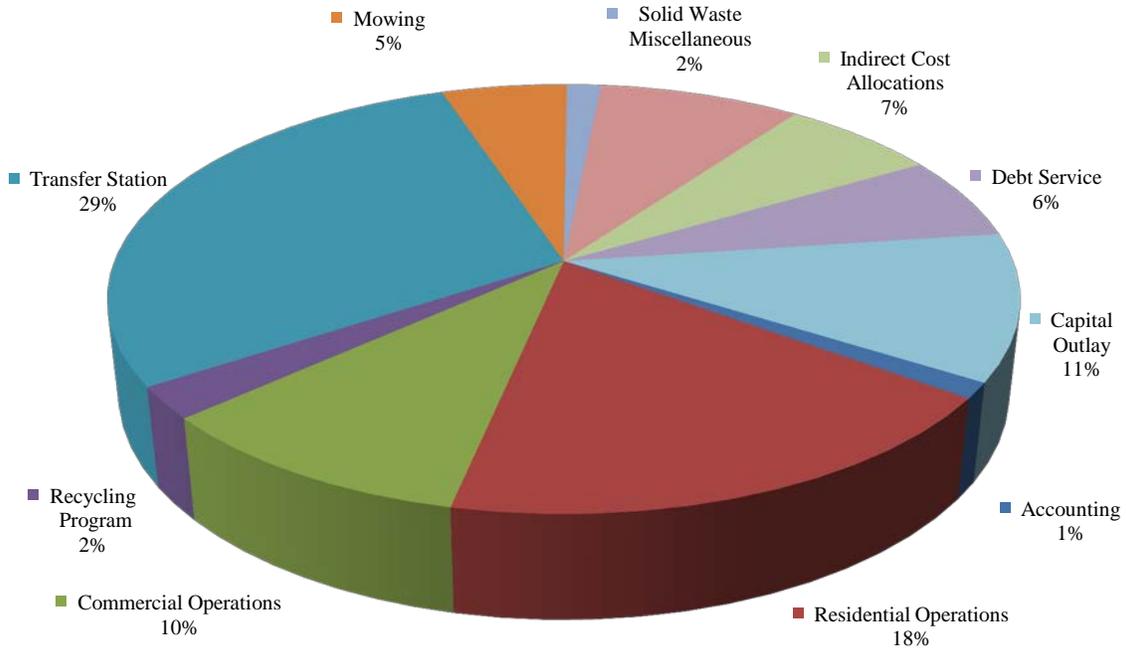
**Revenues by Source  
FY 2016 Budget**



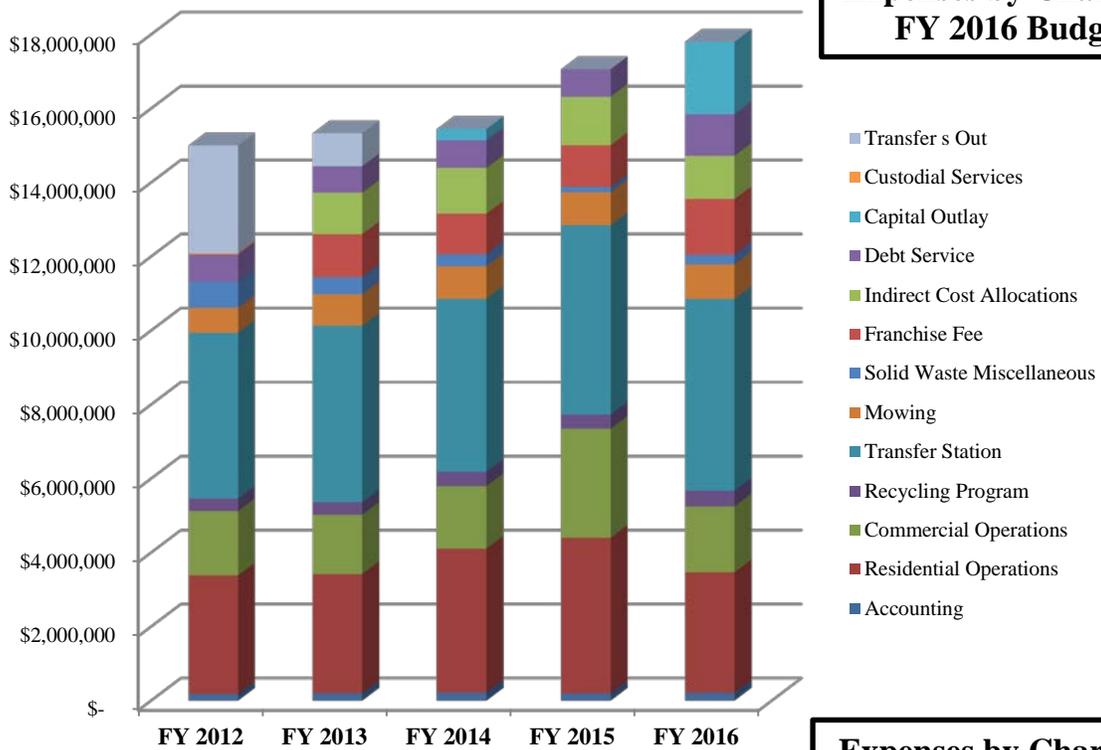
**Revenues by Source  
Last Five Years**

# Solid Waste Fund

## -Expenses-



**Expenses by Character  
FY 2016 Budget**



**Expenses by Character  
Last Five Years**

## - SOLID WASTE REVENUES - Revenue Assumptions

---

<b>Transfer Station Revenue</b>	<b>\$400,000</b>
---------------------------------	------------------

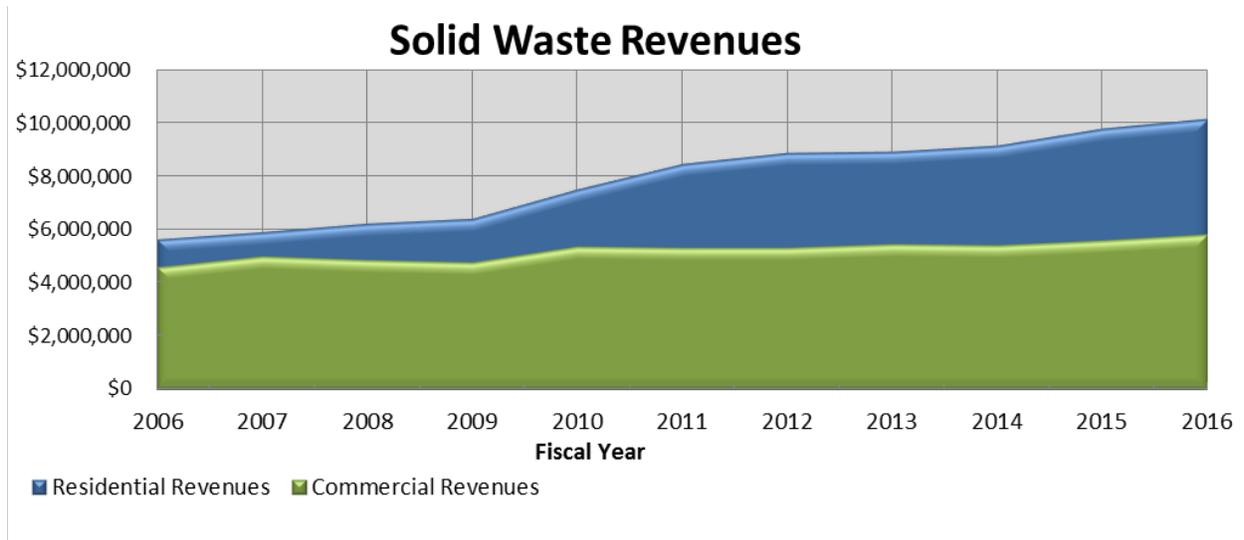
---

Revenues are generated at the Transfer Station from tipping fees for the disposal of waste materials. Tipping fees are applied at the current rate of \$61.64 per ton or \$3.08 per 100lbs for customers that use the facility.

<b>Commercial Sanitation Revenue</b>	<b>\$5,829,612</b>
<b>Residential Sanitation Revenue</b>	<b>\$10,175,979</b>

---

In FY 2015, the City contracted with an outside firm to perform a solid waste rate study, using information from Killeen’s customer base. The City implemented the proposed rate increases in FY 2015. The City chose to defer utility rate increases scheduled for FY 2016. Solid Waste rates appear in the reference section of this document.



The general upward trend of the chart above illustrates growth in the number of customers, as well as rate increases over the years.

<b>Interest Income</b>	<b>\$6,900</b>
------------------------	----------------

---

Interest income is projected using a cash flow analysis to estimate investable cash balances. Interest rate trends for the current year are also taken into account in developing the projection. Interest rates are expected to remain low during the coming year. The City will however, invest all idle cash in order to maximize earnings. All of the city’s idle cash funds are invested in the depository bank, TexPool, TexStar, TexasTerm, money market accounts, or certificates of deposit. The projected interest earnings for FY 2016 are \$6,900.



***Dedicated Service – Every Day, for Everyone!***

**SOLID WASTE FUND  
PUBLIC WORKS  
ACCOUNTING DIVISION**

---

**DESCRIPTION**

---

The Accounting Division is responsible for maintaining accurate financial records for the Solid Waste Fund in compliance with the City's fiscal policies and procedures. The Division processes accounts payable, accounts receivable, assimilates data and prepares various financial reports, and monitors internal controls. The Accounting Division provides customer service for the Solid Waste Department. The Accounting Division handles approximately 98,000 customer contacts annually. The Division inputs and processes solid waste charges, container/component information, and customer issue/concern requests.

**ACCOMPLISHMENTS**

---

- Implemented new solid waste rates which were effective April 1, 2015.
- Continued to work with Routeware pilot program.

**GOALS**

---

- Continue to simplify the use of work orders for residential container and commercial dumpster requests.
- Continue to simplify the use of supervisor work orders for customer/resident issues.
- Implement the use of Routeware for front end users in the Accounting division.
- Continue with electronic filing system for Residential and Commercial reports and charges.

**SOLID WASTE FUND  
PUBLIC WORKS  
ACCOUNTING**

**CITY OF KILLEEN  
FY2016 BUDGET**

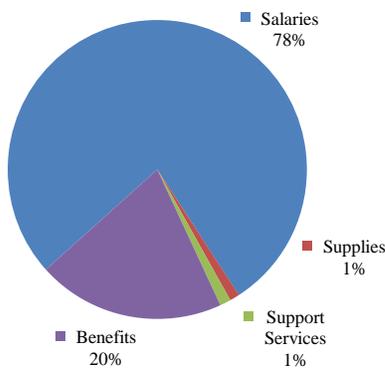
<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 172,328	\$ 168,910	\$ 151,662	\$ 162,913
Supplies	1,103	2,205	955	2,211
Support Services	138	2,506	1,700	2,500
Benefits	44,680	43,733	39,480	42,575
<b>Total</b>	<b>\$ 218,249</b>	<b>\$ 217,354</b>	<b>\$ 193,797</b>	<b>\$ 210,199</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Accounting Supervisor	1	1	1
Accounting Specialist	3	3	3
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4</b>

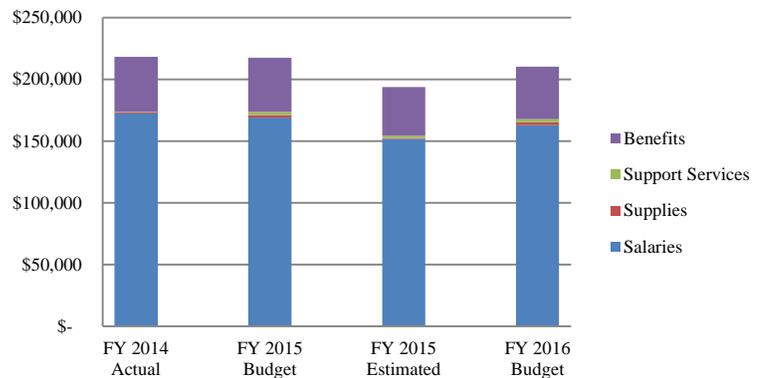
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Customer contacts (calls, visitors, written)	111,745	89,793	112,675
Requisitions processed	1,721	1,525	1,685
Charges processed	27,386	27,336	28,275
Residents assisted through e-mail	120	1,300	1,300
Businesses assisted through e-mail	100	1,000	1,000
Residential and commercial accounts updated	830	625	625
Residential work orders entered and processed	6,237	6,575	6,575
Commercial work orders entered and processed	540	1,000	1,000

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Requisitions returned with valid error	0.007%	0%	0%
Charges billed in error to customer account	0%	0%	0%

**Department Expenses**



**Department Expenses History**



**SOLID WASTE FUND  
PUBLIC WORKS  
RESIDENTIAL OPERATIONS**

---

**DESCRIPTION**

---

Residential Operations provides waste collection services primarily to the residents of Killeen. Waste is collected at curbside at residential addresses and transported to the Transfer Station. Basic weekly services included in the monthly garbage fee are: once per week collection of garbage placed in the city provided roll-out container(s) (96, 64, and/or 32 gallon); once per week collection of brush, up to six (6) cubic yards; and once per week collection of yard waste (leaves, grass clippings, shrub trimmings) placed in bags only (no limit). An additional fee is charged for special collections, such as the pickup of excess brush, furniture items, appliances, large bulky items, move-out items, garage cleanouts, and excess garbage. A subscription service is also available for the curbside pickup of recyclable materials. Support is provided to Commercial Operations by picking up brush and excess garbage not placed in dumpster containers. Support is also provided to other City departments and to special events, such as Trash-Off and Voluntary Roadside Cleanup.

**ACCOMPLISHMENTS**

---

- Supported the Commercial Division by providing the resources (manpower and collection vehicles) to clean-up dumpster sites and pick-up solid waste items not placed in containers (special collection).
- Added and adjusted collection routes for the normal growth of the City, and adjusted routes for new subdivisions as residents signed up for services.
- Completion of a year- long Routeware Pilot Program to be tested on 8 side-loader units and 3 pickup trucks. This program will assist in back office support, improper customer service and response time, lower fuel and maintain cost and support the operators in the field.
- Continued a Driver Awareness Program, which helped maintain our low residential divisions at fault accidents.
- Supported the Residential Curbside Recycling Program.

**GOALS**

---

- Monitor and modify collection routes as necessary to include new households that are constructed or annexed into the city. An optimum automated route shall include between 950 households (minimum) to 1,200 households (maximum) per collection day. A manual collection crew shall service an average of 3,000 homes per collection day.
- Continue to adjust collection routes as needed to accommodate the increase in residential units.
- Implementation of a City Wide Single Stream Recycling Program.
- Review operating policies and procedures, and place increased emphasis on operator maintenance of equipment and vehicles.
- Offer residents of Killeen a special Saturday curbside cleanup event once per fiscal year, set around Texas Trash Off.
- Continue Driver Awareness Program.

**SOLID WASTE FUND  
PUBLIC WORKS  
RESIDENTIAL OPERATIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 1,513,680	\$ 1,612,549	\$ 1,439,899	\$ 1,532,837
Supplies	513,379	552,350	454,149	748,594
Maintenance	1,664	-	-	-
Repairs	827,276	766,059	799,900	479,668
Support Services	55,467	31,750	53,950	31,750
Benefits	427,617	456,773	428,059	459,812
Minor Capital	1,418	-	2,800	-
Capital Outlay	547,225	250,000	1,030,264	1,296,700
<b>Total</b>	<b>\$ 3,887,726</b>	<b>\$ 3,669,481</b>	<b>\$ 4,209,021</b>	<b>\$ 4,549,361</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Director of Solid Waste & Drainage Services	1	1	1
Equipment Operator	25	25	25
Principal Secretary	1	1	1
Residential Operations Superintendent	1	1	1
Residential Operations Supervisor	4	4	4
Solid Waste Crew Chief	4	4	4
Solid Waste Specialist	3	3	3
Solid Waste Worker	4.5	4.5	4.5
Welder's Assistant	1	1	-
<b>Total</b>	<b>44.5</b>	<b>44.5</b>	<b>43.5</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Garbages collected - Tons	52,421	54,367	56,542
Residential households receiving services	49,041	50,069	51,000
Average of recyclable material collected per month (tons)	42.50	40.91	40.91

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Cost to collect one ton of residential garbage (daily operation costs only)	\$ 74.16	\$ 77.42	\$ 80.46
Driver awareness program change of at fault accidents	67%	0.77%	0.77%

**SOLID WASTE FUND  
PUBLIC WORKS  
COMMERCIAL OPERATIONS**

---

**DESCRIPTION**

---

Commercial Operations provides collection services and containers of various sizes to commercial customers. The available sizes of containers are 2, 3, 4, 6, and 8 cubic yards; and 96 and 300 gallons. Fees are based on the size and quantity of containers selected, and the frequency of service. Commercial Operations also rents 20, 30, and 40 cubic yard roll-off containers for bulky items and construction and/or demolition materials, and provides collection services on a scheduled or call-in basis. Fees include the rental and servicing of the container and the weighing of contents. Commercial Operations manages all container assets in the Solid Waste Division, including the 96-gallon, 64-gallon, and 32-gallon rollout containers used in Residential Operations. Containers are purchased, replaced, maintained, and repaired as needed. A stock of repair parts and assemblies are kept on hand.

**ACCOMPLISHMENTS**

---

- Adjusted collection routes because of new accounts or cancellations and other changes in services that are requested by customers on a daily basis.

**GOALS**

---

- Maintain a collection vehicle ratio of 3:1, Primary Vehicle to Backup Vehicle.
- Continue to adjust collection routes as needed to accommodate the increase in commercial customers.
- Review operating policies and procedures, and place increased emphasis on operator maintenance of equipment and vehicles.

**SOLID WASTE FUND  
PUBLIC WORKS  
COMMERCIAL OPERATIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 799,861	\$ 835,771	\$ 715,666	\$ 899,329
Supplies	266,485	292,468	283,671	278,895
Maintenance	3,500	3,500	3,500	3,500
Repairs	383,600	317,127	430,192	328,641
Support Services	19,723	20,140	19,704	22,150
Benefits	215,504	219,286	194,411	253,346
Capital Outlay	-	250,000	1,300,111	333,723
<b>Total</b>	<b>\$ 1,688,673</b>	<b>\$ 1,938,292</b>	<b>\$ 2,947,255</b>	<b>\$ 2,119,584</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Commercial Operations Superintendent	1	1	1
Commercial Equipment Operator	11	11	11
Commercial Operations Supervisor	2	2	2
Container Operations Supervisor	1	1	1
Code Enforcement Supervisor	-	-	1
Solid Waste Specialist	1	1	1
Welder	3	3	3
Welder's Assistant	2	2	3
<b>Total</b>	<b>21</b>	<b>21</b>	<b>23</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Garbages collected - Tons	35,838	35,887	36,595
Dumpsters containers issued to commercial customers	1,730	1,762	1,762
Roll-off collections from commercial customers	2,104	1,969	1,969
Roll-off of recycling material transported to market	275	248	248

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Operating cost to collect one ton of commercial garbage	\$ 47.12	\$ 82.13	\$ 57.92
Change in dumpsters issued to commercial customers	1.6%	1.85%	1.85%
Change in roll-off collections from commercial customers	(1.8%)	(6.42%)	(6.42%)
Change in roll-off of recycling material transported to market	10.4%	(9.82%)	(9.82%)

**SOLID WASTE FUND  
PUBLIC WORKS  
RECYCLING**

---

**DESCRIPTION**

---

The Solid Waste Recycling Operations Division develops and maintains resource recovery programs for the City of Killeen. The Division operates the Killeen Recycling Center and its annex area, and services collection routes for some businesses, schools, and government facilities. Other programs include: the City's Workplace Recycling Program, Apartment Complex Recycling Program, Home Chemical Collection Program, Tire Recovery Program, Low Cost Freon Extraction Service, and a recycling education program, including periodic backyard composting classes.

**ACCOMPLISHMENTS**

---

- Provided a resource recovery service to city and county facilities/offices, schools, and some businesses.
- Supported the Killeen Independent School District in establishing a used beverage container recycling program for Leo Buckley Stadium.
- Held one Home Chemical Collection event.
- Conducted two Backyard Composting Classes.

**GOALS**

---

- Promote material recovery, waste reduction, and recycling through various media, education programs, contact with the general public, civic organizations, schools, and excellence in on-going programs.
- Provide recycling drop off and resource collection services to return valuable material to industry, preserve natural resources, and reduce the waste stream.
- Continue public awareness programs for residential recycling opportunities.
- Continue a close association with the Keep Killeen Beautiful Committee to promote recycling.
- Conduct two Home Chemical Collection events supporting Killeen and Harker Heights' residents.

**SOLID WASTE FUND  
PUBLIC WORKS  
RECYCLING**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 241,059	\$ 257,127	\$ 208,521	\$ 260,865
Supplies	23,369	26,476	19,529	21,864
Repairs	9,030	8,300	10,550	10,300
Support Services	10,502	13,510	14,004	12,320
Benefits	63,128	65,500	55,385	79,880
Minor Capital	655	400	-	400
Designated Expenses	40,951	43,587	71,905	43,132
<b>Total</b>	<b>\$ 388,694</b>	<b>\$ 414,900</b>	<b>\$ 379,894</b>	<b>\$ 428,761</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Recycling Attendant	4	4	4
Recycling Manager	1	1	1
Recycling Operations Supervisor	1	1	1
<b>Total</b>	<b>6</b>	<b>6</b>	<b>6</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Metals recycled (Tons)	318	531	534
Glass recycled (Tons)	175	32	32
Paper products recycled (Tons)	753	738	742
Plastic containers recycled (Tons)	163	135	136
Brush recycled (Tons)	4,140	4,389	4,415
Automotive oil recycled (Gallons)	4,105	3,367	3,387
Antifreeze recycled (Gallons)	715	460	463
Lead-acid batteries recycled (Each)	179	99	100
Appliances w/Freon recycled (Each)	24	74	74
Number of citizens and businesses that dropped-off material each month	1,300	1,300	1,300
Number of Citizens at the public scales each month	40	40	40
Number of apartment complexes provided with a source collection service	10	11	11
Number of households served each week	17	17	17
Material received, sorted and/or marketed (tons)	-	1,281	1,300

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Cost per ton to process materials through the facility (daily operation costs only)	\$ 281	\$ 287	\$ 296
Recyclables diverted from the landfill	6.4%	6.1%	6.2%

**SOLID WASTE FUND  
PUBLIC WORKS  
TRANSFER STATION**

---

**DESCRIPTION**

---

The Transfer Station is the central receiving facility for all solid waste generated by the City of Killeen. It must be operated in compliance with the Site Operating Plan and Texas Commission on Environmental Quality (TCEQ) Rules and Regulations. City employees load the waste onto trailers, which are then transported by the contractor (Comal Transportation Company) to the Temple landfill, which is operated by Waste Management, Inc. The contracts for solid waste transport and disposal were amended in March 2010. The terms for both contracts were extended to October 2015. The landfill sites in the vicinity of the Transfer Station were closed in 1993, but must be maintained in accordance with TCEQ closure criteria. All brush is collected for the City as a segregated waste and taken to the Water Control Improvement District (WCID) #1 Regional Sludge/Composting Site for shipping, composting, and the generation of a compost end product.

**ACCOMPLISHMENTS**

---

- Diverted 212 tons of metal, cardboard, fiber, plastics and glass from being transported and disposed of in the Temple Landfill.

**GOALS**

---

- Operate the Transfer Station in compliance with the TCEQ approved Site Operating Plan.
- Satisfactorily complete all annual inspections and other visits by TCEQ without receiving warnings or violations.
- Complete the Solid Waste billing and collection from Utilities Collections for roll-off and landfill accounts.

**SOLID WASTE FUND  
PUBLIC WORKS  
TRANSFER STATION**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 527,581	\$ 554,677	\$ 537,466	\$ 562,575
Supplies	66,912	80,827	70,805	84,924
Maintenance	43,269	56,000	63,246	53,250
Repairs	111,508	81,684	71,216	60,120
Support Services	152,029	181,514	179,708	133,876
Benefits	158,003	169,164	154,422	165,780
Minor Capital	4,977	-	-	-
Designated Expenses	3,523,747	3,962,356	3,876,895	4,115,874
Capital Outlay	89,415	-	161,216	222,000
<b>Total</b>	<b>\$ 4,677,441</b>	<b>\$ 5,086,222</b>	<b>\$ 5,114,974</b>	<b>\$ 5,398,399</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Building/Grounds Service Worker	3.5	3.5	3.5
Equipment Operator	4	4	4
Crew Leader	1	1	1
Scale Attendant	3	3	3
Senior Secretary	1	1	1
Superintendent	1	1	1
Supervisor	2	2	2
<b>Total</b>	<b>\$ 15.5</b>	<b>\$ 15.5</b>	<b>\$ 15.5</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Tons transported and landfilled	98,755	96,313	98,620
Trailer loads of waste hauled from Transfer Station	4,703	4,420	4,696
Tons of brush received	4,350	5,060	5,000

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Cost per ton to transport and landfill	\$ 38.14	\$ 37.82	\$ 39.34
Cost per ton for operation of facility (daily operation costs only)	\$ 11.63	\$ 12.85	\$ 13.00
Change of transported and disposed of solid waste	(1.10%)	2.53%	2.50%
Number of violations/warnings from TCEQ	-	-	-

**SOLID WASTE FUND  
PUBLIC WORKS  
MOWING OPERATIONS**

---

**DESCRIPTION**

---

The Mowing Division mows and trims the roadway right-of-ways to a 12-inch standard or lower, removes and disposes of tires, trash, and rubbish, trims trees/brush in the right-of-ways, and applies herbicide in designated areas of the City. In the winter months, the Mowing Crew assists the Drainage Maintenance Crews on various projects.

**ACCOMPLISHMENTS**

---

- Refined the inventory of roadway right-of-ways to be mowed and continued to collect data on length and acreage, to include the annexed areas.
- Refined/adjusted the mowing schedules to reflect high visibility areas, assigned mowing areas to reflect the addition of the Central Mowing Crew and the additional inventory of the city owned property.
- Successfully implemented the expansion of the Community Supervision and Corrections Department (CSCD) weekend program in conjunction with Drainage Utility - Drainage Maintenance Crews. Probationers participated collecting litter/trash along selected roads right-of-ways and drainage ditches.
- The mowing right-of-way areas were re-organized to reflect the City's growth and the additional 21 miles of roadway mowing responsibility added to our mowing crews. Mowing staff identified and assigned these areas to all (3) mowing crews, each crew will be scheduled to maintain these high visibility areas on a more frequent basis.

**GOALS**

---

- Continue to improve the appearance of the City of Killeen by removing tires, trash, debris, and brush from right-of-ways, and mow areas of responsibility on a frequency that will comply with the 12-inch standard, as per city ordinance described in Sec. 18-21C.
- Continue to refine the program to service and maintain the mowing and drainage equipment.
- Collect and refine data on right-of-ways, including the newly annexed areas, and modify schedules.
- Participate in the Community Supervision and Corrections Department (CSCD) weekend program in conjunction with Drainage Utility – Drainage Maintenance Crews.

**SOLID WASTE FUND  
PUBLIC WORKS  
MOWING OPERATIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

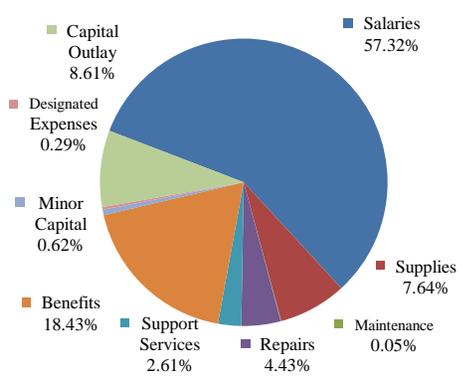
<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 551,585	\$ 571,266	\$ 532,686	\$ 587,243
Supplies	74,537	83,582	76,350	78,294
Maintenance	767	900	796	500
Repairs	37,532	41,116	34,071	45,420
Support Services	17,047	24,393	21,255	26,710
Benefits	178,071	181,989	175,287	188,837
Minor Capital	-	15,207	14,107	6,301
Designated Expenses	3,195	3,000	2,950	3,000
Capital Outlay	16,023	-	33,181	88,200
<b>Total</b>	<b>\$ 878,757</b>	<b>\$ 921,453</b>	<b>\$ 890,683</b>	<b>\$ 1,024,505</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Mowing and Drainage Secretary	1	1	-
Equipment Services Technician	0.5	0.5	0.5
Equipment Operator	1.0	1.0	1.0
Mowing Supervisor	1	1	1
Mowing Crew Leader	3	3	3
Mowing Service Worker	16	16	16
<b>Total</b>	<b>22.5</b>	<b>22.5</b>	<b>21.5</b>

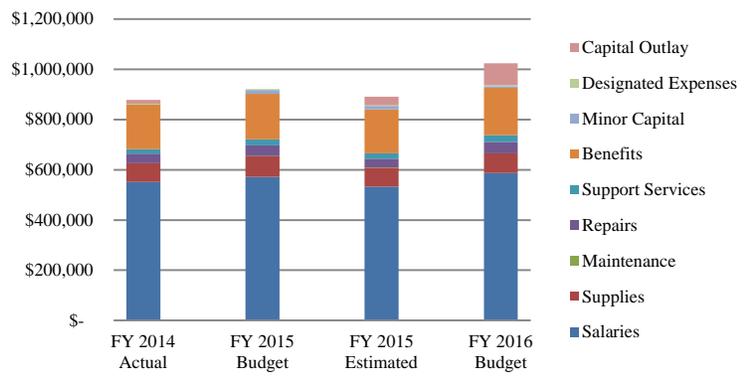
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Lane miles mowed	943	1,710	1,560
Acreage mowed	3,526	7,588	6,800

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Mow all high visibility areas ever 3 weeks	100%	100%	100%
Mow all high visibility areas ever 3 weeks	100%	100%	100%
Mow 5 cycles during mowing season	100%	100%	100%
Mow 1560 row miles	100%	100%	100%

**Department Expenses**



**Department Expenses History**



**SOLID WASTE FUND  
OTHER APPROPRIATIONS**

**DEBT SERVICE**

The debt service division established in the Solid Waste Fund is used to account for the current year expenses for principal, interest, and bank fees on various certificates of obligation issued by the City.

**HUMAN RESOURCES**

The Human Resources budget is used to account for the Solid Waste Fund expenses for unemployment reimbursements, legal and public notices and other expenses related to human resources.

**INFORMATION TECHNOLOGY**

The Information Technology budget is used to account for Solid Waste Fund expenses related to information technology.

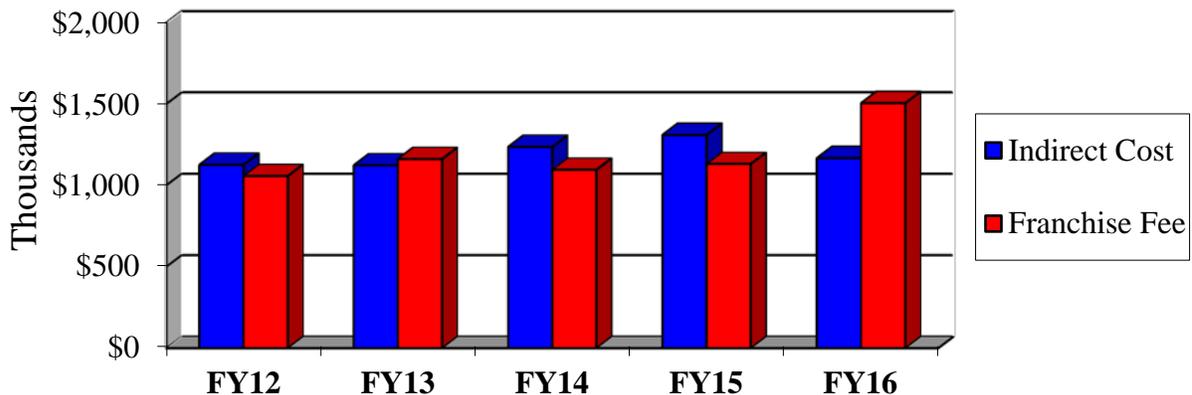
**GENERAL ADMINISTRATION**

The General Administration division is utilized to budget for Solid Waste Fund non-departmental supplies, building maintenance and repairs.

**NON-DEPARTMENTAL**

The Non-Departmental division is utilized to budget for Solid Waste Fund claims and damages, year-end accruals, contingency funds, capital improvement shortfalls, and transfers to the General Fund. The transfers to the General Fund are derived from a franchise fee levy and an indirect cost allocation.

**Transfers to General Fund**



**SOLID WASTE FUND  
OTHER APPROPRIATIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

**DEBT SERVICE**

	<b>FY2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Adopted</b>
<b>Expense Summary</b>				
Designated Expenses	\$ 744,908	\$ 729,558	\$ 722,008	\$ 1,120,564
Project Expenses	\$ -	\$ -	\$ 20,508	\$ -
<b>Total</b>	<b>\$ 744,908</b>	<b>\$ 729,558</b>	<b>\$ 742,516</b>	<b>\$ 1,120,564</b>

**HUMAN RESOURCES**

	<b>FY2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Adopted</b>
<b>Expense Summary</b>				
Supplies	\$ 2,952	\$ 5,000	\$ 5,000	\$ 5,000
Support Services	-	2,700	2,700	2,700
Designated Expenses	6,394	6,300	6,300	6,300
<b>Total</b>	<b>\$ 9,346</b>	<b>\$ 14,000</b>	<b>\$ 14,000</b>	<b>\$ 14,000</b>

**INFORMATION TECHNOLOGY**

	<b>FY2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Adopted</b>
<b>Expense Summary</b>				
Supplies	\$ 5,691	\$ 14,000	\$ 12,326	\$ -
Maintenance	32,647	38,310	36,850	66,917
Repairs	2,983	13,000	12,384	-
Support Services	2,036	5,000	4,577	5,000
Minor Capital Outlay	24,638	35,774	36,148	36,000
Capital Outlay	5,000	5,228	4,900	19,957
<b>Total</b>	<b>\$ 72,995</b>	<b>\$ 111,312</b>	<b>\$ 107,185</b>	<b>\$ 127,874</b>

**GENERAL ADMINISTRATION**

	<b>FY2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Adopted</b>
<b>Expense Summary</b>				
Supplies	\$ -	\$ 3,000	\$ 3,000	\$ 3,000
Maintenance	9,382	9,500	9,500	9,500
Repairs	3,819	10,000	10,000	10,000
<b>Total</b>	<b>\$ 13,201</b>	<b>\$ 22,500</b>	<b>\$ 22,500</b>	<b>\$ 22,500</b>

**NON-DEPARTMENTAL**

	<b>FY2014 Actual</b>	<b>FY 2015 Adopted</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Adopted</b>
<b>Expense Summary</b>				
Support Services	2,456,210	2,607,061	2,438,864	2,784,923
Designated Expenses	102,053	-	-	-
Major Capital Outlay	307,357	-	-	-
<b>Total</b>	<b>\$ 2,865,620</b>	<b>\$ 2,607,061</b>	<b>\$ 2,438,864</b>	<b>\$ 2,784,923</b>



***Dedicated Service – Every Day, for Everyone!***

# *Water and Sewer Fund*



*Dedicated Service - Every Day, for Everyone!*

# WATER & SEWER FUND

The Water & Sewer Fund is one of the five enterprise funds that the City of Killeen maintains. The Governmental Accounting Standards Board *Codification*, Section 1300.104, states that "the enterprise fund type may be used: to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges: or (b) where the governing body has decided that periodic determination or revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance public policy, management control, accountability, or other purposes." These funds are not required by GASB, but are permitted.

The City of Killeen uses this fund to account for all expenses incurred and revenues received pertaining to the operation, maintenance, and improvement of Water & Sewer services provided by the City. Appropriations are made for eight functions provided by Water & Sewer. These functions include Water and Sewer Contracts, Water and Sewer Projects, Water & Sewer Operations, Sanitary Sewers, Water Distribution, Engineering, Utility Collections, and Fleet Services.

**Water & Sewer Fund  
Budget Summary  
FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>	<b>Percent of Budget</b>	<b>% Change from FY 2015 Budget</b>
<b>Revenues</b>						
Sale of Water	\$ 16,541,893	\$ 18,638,615	\$ 16,134,731	\$ 17,623,301	45.19%	-5.45%
Water & Sewer Taps	698,727	753,195	710,023	750,000	1.92%	-0.42%
Septic Tank Elimination	46,125	24,000	38,285	40,000	0.10%	66.67%
Sewer Fees Collected	16,023,890	17,541,921	15,820,528	16,600,000	42.56%	-5.37%
Miscellaneous Srvcs. & Chrgs.	930,946	916,639	1,200,000	1,200,000	3.08%	30.91%
Delinquent Penalty	1,214,870	1,255,391	1,300,000	1,300,000	3.33%	3.55%
Interest Earned	65,940	80,390	34,749	34,500	0.09%	-57.08%
Miscellaneous Receipts	18,922	55,000	105,254	13,900	0.04%	-74.73%
FOG Revenue	133,995	145,000	240,000	200,000	0.51%	37.93%
Transfers In	-	-	7,237	1,241,780	3.18%	100.00%
<b>Total Revenues</b>	<b>35,675,308</b>	<b>39,410,151</b>	<b>35,590,807</b>	<b>39,003,481</b>	<b>100.00%</b>	<b>-1.03%</b>
<b>Operating Expenses</b>						
Fleet Services	1,246,535	1,299,495	1,156,349	1,330,807	3.16%	2.41%
Utility Collections	1,975,969	2,065,876	2,256,355	2,480,052	5.90%	20.05%
Information Technology	669,329	836,743	784,544	901,926	2.14%	7.79%
Water and Sewer Contracts	18,865,464	14,521,007	14,046,135	13,961,172	33.19%	-3.86%
Water Distribution	1,894,694	1,459,255	1,352,789	1,060,256	2.52%	-27.34%
Sanitary Sewers	1,109,123	1,973,579	1,827,573	881,008	2.09%	-55.36%
Water and Sewer Operations	3,175,262	2,771,721	2,792,232	2,806,510	6.67%	1.26%
Water and Sewer Engineering	871,034	1,385,105	1,285,909	1,330,533	3.16%	-3.94%
Water & Sewer Miscellaneous	1,780,161	1,428,393	1,579,007	1,072,843	2.55%	-24.89%
Indirect Cost Allocation	3,112,201	3,004,086	3,004,086	3,229,355	7.68%	7.50%
Franchise Fee	2,638,510	3,546,824	3,546,824	3,463,818	8.23%	-2.34%
<b>Total Operating Expenses</b>	<b>37,338,282</b>	<b>34,292,084</b>	<b>33,631,803</b>	<b>32,518,280</b>	<b>77.29%</b>	<b>-5.17%</b>
<b>Non-Operating Expenses</b>						
Capital Projects	544,155	700,000	841,954	2,373,673	5.64%	239.10%
Debt Service	6,239,289	7,160,000	7,160,000	7,173,174	17.06%	0.18%
<b>Total Non-Operating Expenses</b>	<b>6,783,444</b>	<b>7,860,000</b>	<b>8,001,954</b>	<b>9,546,847</b>	<b>22.70%</b>	<b>21.46%</b>
<b>Total Expenses</b>	<b>44,121,726</b>	<b>42,152,084</b>	<b>41,633,757</b>	<b>42,065,127</b>	<b>99.99%</b>	<b>-0.21%</b>
<b>Net Change In Working Capital</b>	<b>(8,446,418)</b>	<b>(2,741,933)</b>	<b>(6,042,950)</b>	<b>(3,061,646)</b>		
<b>Working Capital Balance, Beginning</b>				<b>14,226,443</b>		
<b>Working Capital Balance, Ending</b>				<b>\$ 11,164,797</b>		

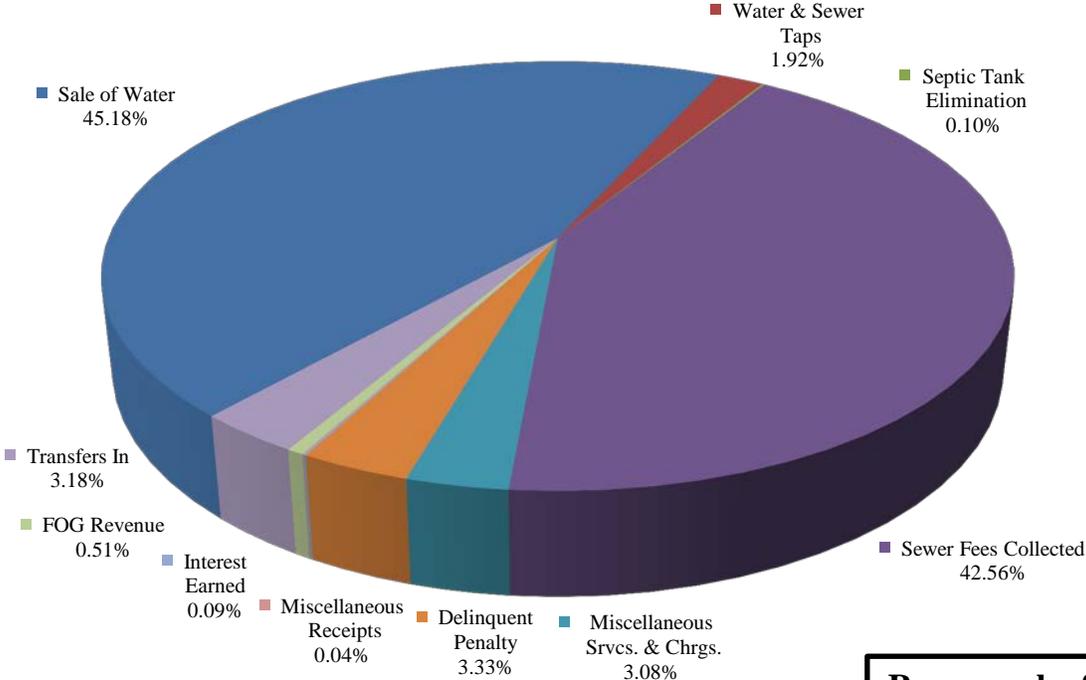
*Decrease in working capital balance is planned, and results from the use of fund balance for water and sewer capital outlay.*



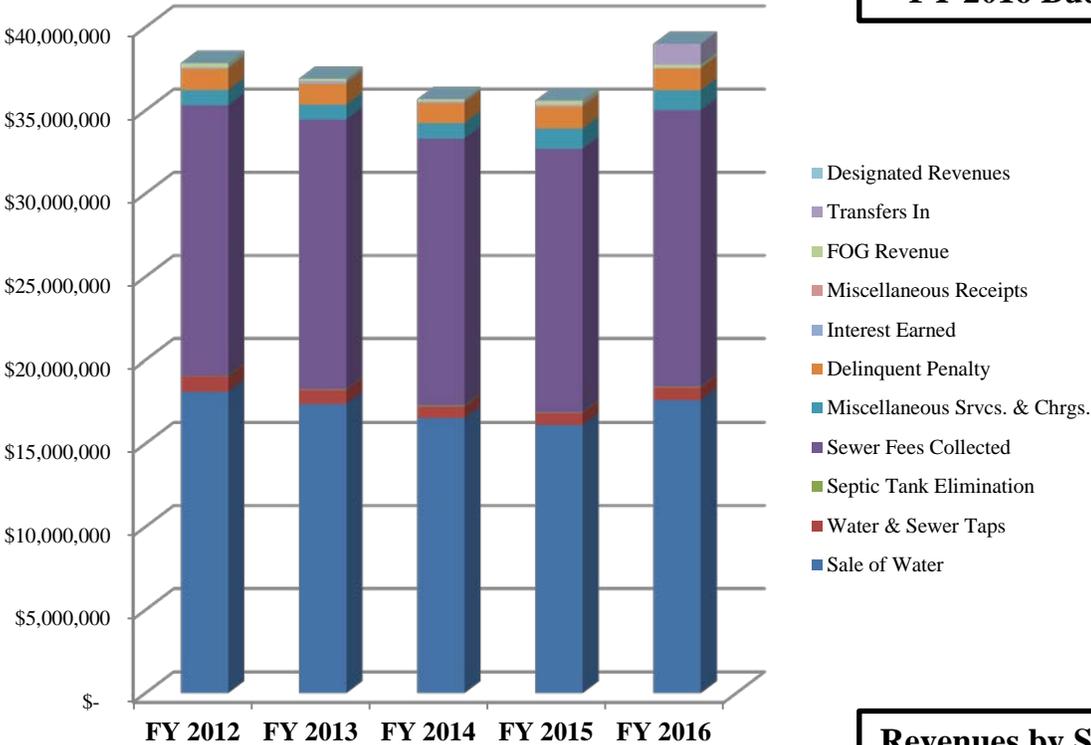
***Dedicated Service – Every Day, for Everyone!***

# Water & Sewer Fund

## -Revenues-



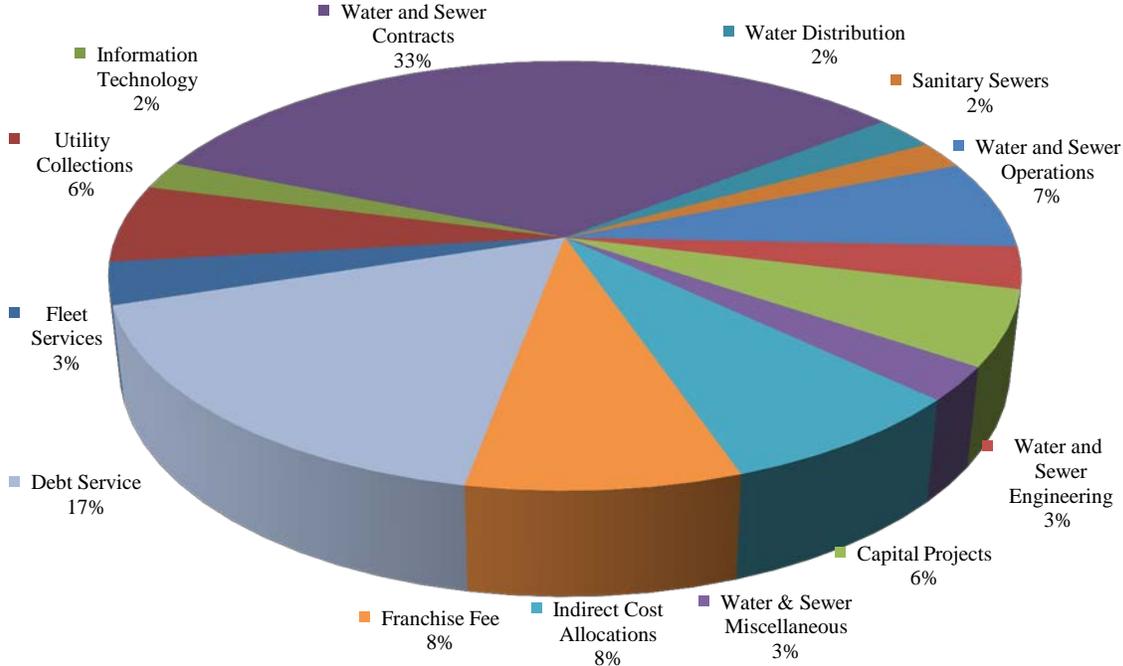
**Revenues by Source  
FY 2016 Budget**



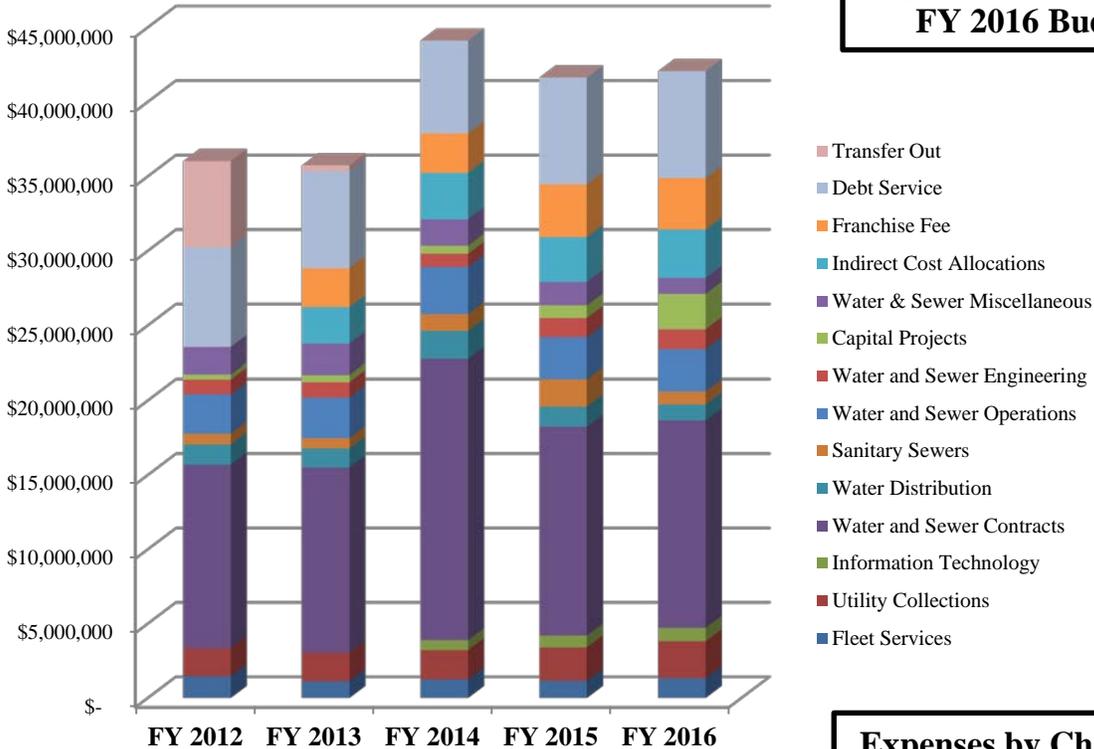
**Revenues by Source  
Last Five Years**

# Water & Sewer Fund

## -Expenses-



**Expenses by Character  
FY 2016 Budget**



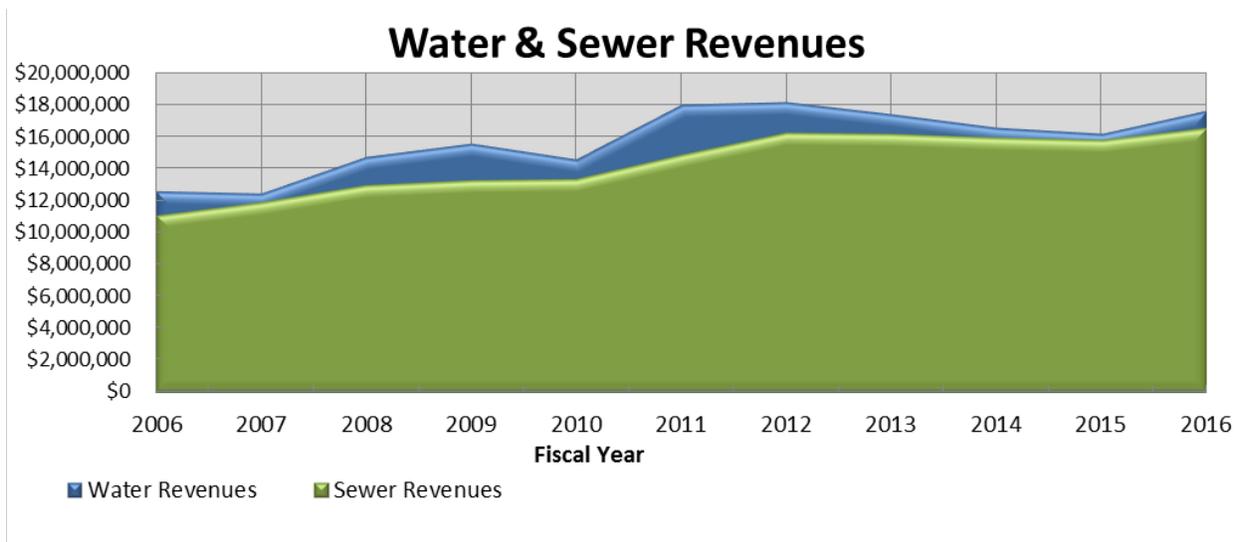
**Expenses by Character  
Last Five Years**

## - WATER AND SEWER REVENUES - Revenue Assumptions

<b>Water Revenue</b>	<b>\$17,623,301</b>
<b>Sewer Revenue</b>	<b>\$16,600,000</b>

In FY 2009, the City contracted with an outside firm to perform a water and sewer rate study, using information from Killeen’s water and sewer customer base. The City implemented the proposed rate increases in FY 2011 and FY 2012. The City chose to defer utility rate increases scheduled for FY 2013 and FY 2014. A 3% rate increase was implemented in FY 2015, and a 2.5% water only rate increase was implemented in FY 2016. Water and sewer rates appear in the reference section of this document.

Water sales hit record highs in FY 2012, due to extremely hot and dry conditions. Conditions were more temperate in FY 2015 resulting in lower water sales.



The above chart shows the elasticity of **water revenues** which are highly dependent on the weather – the hotter and dryer the weather, the more water is consumed. The chart shows a flatter trend for **sewer revenues**, because not all sewer charges are billed on total water consumption. Residential customers are billed for sewer based on their water consumption, but the maximum sewer consumption is capped at 10,000 gallons per month. Non-residential customers are billed for sewer service based on 100% of their water consumption. The general upward trend of this graph also illustrates growth in the number of customers, as well as rate increases over the years.

<b>Tap Fees</b>	<b>\$750,000</b>
-----------------	------------------

Tap fees are charged to new customers who "tap" into the City's water and sewer systems. This revenue is highly dependent on building and construction activity within the City that is difficult to forecast. The revenue projection is based on trend analysis, taking into account predicted construction levels. FY 2016 budgeted revenues are projected at the FY 2015 budget level, in anticipation of a leveling of housing activity.

**Water Services and Charges****\$ 1,200,000**

---

These revenue sources are generated from the connection and transfer of utility accounts, after hours service fees, and meter checks. The amount of revenue generated by these fees normally remains stable. FY 2016 revenues are budgeted at a slight increase from the FY 2015 budget, based on year-end projected levels.

**Delinquent Penalties****\$1,300,000**

---

This revenue is generated by a \$10 late penalty assessed on past due utility payments and a \$25 delinquent account fee assessed prior to disconnection for non-payment. FY 2016 budget projections are based on current average monthly late fees at budget development.

**Interest Income****\$40,000**

---

Interest income is projected using a cash flow analysis to estimate investable cash balances. Interest rate trends for the current year are also taken into account in developing the projection. Interest rates are expected to remain low during the coming year. The City will however, invest all idle cash in order to maximize earnings. All of the city's idle cash funds are invested in the depository bank, TexPool, TexStar, TexasTerm, money market accounts, or certificates of deposit. The projected interest earnings for FY 2016 are \$40,000.

**WATER/SEWER FUND  
FINANCE  
UTILITY COLLECTIONS**

---

**DESCRIPTION**

---

The Utility Collections Division of the Finance Department bills and collects for all city utility services and maintains accurate accounting for water, sewer, solid waste and drainage fee revenue. The division also accomplishes all monthly meter reading, initiates the water and sewer tap process for new development, performs utility service work orders, handles bad debt and collection issues, and provides customer counseling with conservation and water use recommendations. Customer service is provided to citizens initiating and terminating utility accounts and those requesting assistance with billing issues.

**ACCOMPLISHMENTS**

---

- Continued to provide same day service with three daily schedules to activate utility services.
- Continued to promote e-billing to reduce postage and paper costs and more efficiently deliver bills to customers.
- Continued paper reduction practices.
- Continued to provide “After Hours Services” during the evening, weekends, and holidays.
- Implemented Selectron a new customer oriented IVR system that will accommodate our utility customers while processing automated payments to their accounts.

**GOALS**

---

- Ensure the efficient delivery of timely and accurate billing and payment information for all of the city’s customers.
- Perform accurate and timely monthly meter readings and prompt notification to customers whose meter reading and water usage indicate a possible leak.
- Provide prompt and friendly customer service with accurate responses to customer billing issues.
- Increase departmental cross training to serve our customers in a more time efficient manner.
- Promote e-billing and bank drafts to reduce postage/paper costs and become more customer friendly.
- Work with banking institutions to expand electronic payment options for our customers.
- Become more automated with application process to avoid copying and destruction of paperwork and the cost that comes along with it.
- Expand electronic storage capabilities.

**WATER/SEWER FUND  
FINANCE  
UTILITY COLLECTIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 1,207,465	\$ 1,255,190	\$ 1,102,201	\$ 1,170,969
Supplies	360,488	383,736	377,372	379,553
Repairs	19,832	22,007	33,079	64,055
Support Services	30,349	36,096	388,735	442,467
Benefits	347,969	361,597	329,917	356,408
Minor Capital	9,160	7,250	6,493	-
Designated Expenses	-	-	-	66,600
Major Capital	-	-	-	190,000
Capital Outlay	706	-	18,558	-
<b>Total</b>	<b>\$ 1,975,969</b>	<b>\$ 2,065,876</b>	<b>\$ 2,256,355</b>	<b>\$ 2,670,052</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Clerk	1.5	1.5	1.5
Code Enforcement Officer	1	1	1
Customer Service Representative	4	4	4
Customer Service Supervisor	1	1	1
Meter Reader	9	9	9
Principal Secreatry	1	1	1
Senior Meter Reader	1	1	1
Senior Utility Clerk	4	4	4
Utility Clerk	4	4	4
Utility Accounting Specialist	1	1	1
Utility Cashier	4	4	4
Utility Collections Manager	1	1	1
Utility Collections Supervisor	1	1	1
Utility Service Supervisor	1	1	1
Utility Service Worker	6	6	6
<b>Total</b>	<b>40.5</b>	<b>40.5</b>	<b>40.5</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Utility customers	45,618	46,268	47,193
Meters read	592,299	599,184	611,167
Delinquent disconnects	11,253	13,324	13,590

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Meter reading error rate	0.0024%	0.0022%	0.0022%

**WATER/SEWER FUND  
SUPPORT SERVICES  
FLEET SERVICES**

---

**DESCRIPTION**

---

Maintains a safe and operable vehicle fleet. Provides operations and fueling services for over 1,000 vehicles and pieces of equipment. Prepares specifications and assessments, manages preventive maintenance, repairs and services, maintains loaner vehicles, and coordinates the vehicle replacement program. Facilitates equipment safety, reliability and availability; prompt and high-quality repairs; and resource efficient means that maximize equipment lifecycles.

**ACCOMPLISHMENTS**

---

- Replaced unsafe vehicle lifts in bays #3 and #4.
- Initiated in-house vehicle alignments for cost savings and convenience.
- Implemented heavy truck diagnostic equipment resulting in cost and time savings.
- Developed a Fleet Replacement Program (FRP).
- Updated service intervals and engine oil specs on many vehicles resulting in overall cost savings.
- Switched fastener and consumable vendor resulting in cost savings.
- Disposed of ten abandoned vehicles that have been on site for 10+ years.

**GOALS**

---

- Implement a Fleet Replacement Program in collaboration with Utilimarc.
- Manage preventive maintenance programs and services.
- Review and maximize all equipment service intervals and acquisition data in FASTER.
- Initiate training on FASTER system for supervisors and expand specialized equipment training for techs.
- Initiate an oil analysis program. Research Kleenoil technology for possible cost savings.

**WATER/SEWER FUND  
SUPPORT SERVICES  
FLEET SERVICES**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 993,642	\$ 1,036,233	\$ 976,931	\$ 1,052,582
Supplies	58,641	88,808	82,360	85,781
Maintenance	12,349	27,400	11,000	16,000
Repairs	17,983	17,300	20,400	25,775
Support Services	63,267	49,835	48,295	50,904
Benefits	264,213	269,168	257,963	285,065
Minor Capital	21,197	20,351	11,000	25,200
Designated Expenses	3,597	5,900	8,900	11,000
Capital Outlay	110,300	6,000	21,000	35,000
Reimbursable Expense	(298,654)	(221,500)	(281,500)	(221,500)
<b>Total</b>	<b>\$ 1,246,535</b>	<b>\$ 1,299,495</b>	<b>\$ 1,156,349</b>	<b>\$ 1,365,807</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Director of Fleet Services	1	1	1
FRP Coordinator	-	-	1
Fleet Services Shop Foreman	1	1	1
Principal Secretary	1	1	1
Fleet Service Supervisor	2	2	2
Fleet Services Parts Supervisor	1	1	1
Parts Assistant	3	3	3
Fleet Services Technicians	13	13	13
Accounting Specialist	1	1	1
Lube Technicians	3	3	3
<b>Total</b>	<b>26</b>	<b>26</b>	<b>27</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Preventive maintenance services	2,230	3,144	3,300
Sublet, repairs	387	725	700
Motor vehicle inspections	492	659	680
General repairs	3,600	7,436	7,400
Tire repairs - internal	1,126	1,277	1,275
Tire repairs - sublet	641	703	700
Accident repairs	44	45	45
Fuel gallons used	749,428	771,774	807,519

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Preventive Maintenance including oil changes, six (6) month services, and state inspections (NAFA Standard = 48%)	45%	36%	42%
Sublet repairs (NAFA Standard = 12%)	12%	11%	11%
General repairs (NAFA Standards = 40%)	42%	53%	47%

**WATER SEWER FUND  
INFORMATION TECHNOLOGY  
GIS**

---

**DESCRIPTION**

---

The information technology budget is used to account for the Water and Sewer Fund expenses related to information technology.

**ACCOMPLISHMENTS**

---

- GIS Day 2015
- Increased data accuracy for 911 center
- Increased number of features sent to 911 for emergency dispatch
- Partnered with COK FD to achieve favorable ISO rating
- Zoll implementation for COK FD
- Implemented Cityworks and Pipelogix in sewer and camera trucks
- Developed and implemented new customer service model – On site GIS support
- Partnered with COK Planning to develop and update the Future Land Use Map (FLUM)
- Developed new maps for public and citizen use
- Updates Zoning feature class to reflect AICP standards

**GOALS**

---

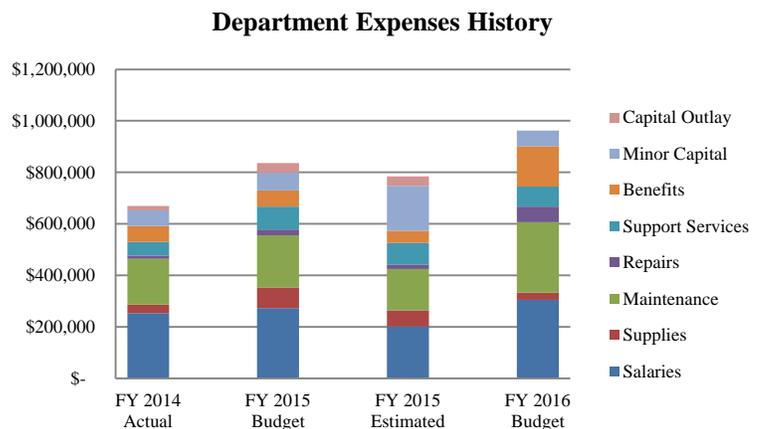
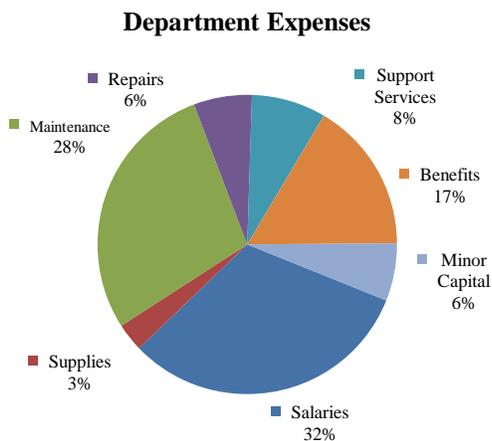
- Upgrade to ArcGIS 10.3
- Implement mobile GIS online / portal solutions
- Provide interactive GIS environment for COK FD
- Provide COK FD with new fire book design
- Implement control processes for GIS data collection
- Produce successful GIS Day 2016 event
- Find future solution for Solid Waste collection applications
- Develop parcel fabric to improve editing
- Start migration to Local Government Model – ESRI Standardized model for local models

**WATER & SEWER FUND  
INFORMATION TECHNOLOGY  
GIS**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 253,911	\$ 273,013	\$ 202,131	\$ 304,922
Supplies	32,728	80,559	62,994	29,450
Maintenance	178,260	202,192	160,207	272,600
Repairs	11,614	22,000	17,057	60,355
Support Services	53,397	89,105	83,573	77,290
Benefits	61,791	63,864	47,261	157,309
Minor Capital	60,167	68,113	174,720	59,805
Capital Outlay	17,461	37,897	36,601	-
<b>Total</b>	<b>\$ 669,329</b>	<b>\$ 836,743</b>	<b>\$ 784,544</b>	<b>\$ 961,731</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
GIS Manager	1	1	1
Sr CAD/GIS Technician	1	1	1
GIS Analyst	2	2	2
CAD/GIS Technician	1	1	1
<b>Total</b>	<b>5</b>	<b>5</b>	<b>5</b>



**WATER SEWER FUND  
PUBLIC WORKS  
ADMINISTRATION**

**DESCRIPTION**

The Water and Sewer Contracts division was established to account for payments for the purchase of water and for the processing of sewer to Water Control Improvement District (WCID) #1. Payments for future water rights are also included in the payments for water.

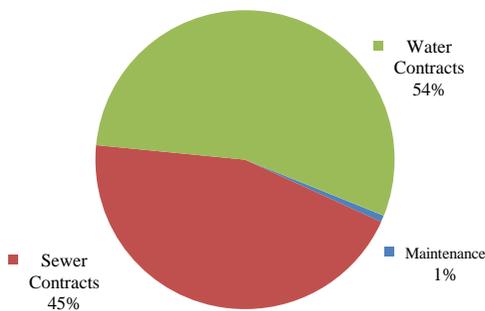
	<u>Actual FY 2011</u>	<u>Actual FY 2012</u>	<u>Actual FY 2013</u>	<u>Actual FY 2014</u>	<u>Actual FY 2015</u>
<b>Rainfall (in.)</b>	15.14"	35.08"	24.07"	29.56"	30.06"
<b>Sewer treatment (gal.)</b>	3,744,463,788	3,882,933,421	4,627,404,948	4,237,049,776	4,625,244,639
<b>Water purchased (gal.)</b>	5,948,584,000	5,750,083,000	5,620,477,000	5,314,529,000	5,414,063,000
<b>Water sold (gal.)</b>	5,188,767,198	4,934,183,349	3,703,126,242	4,305,739,113	4,345,766,120

**WATER & SEWER FUND  
PUBLIC WORKS  
ADMINISTRATION**

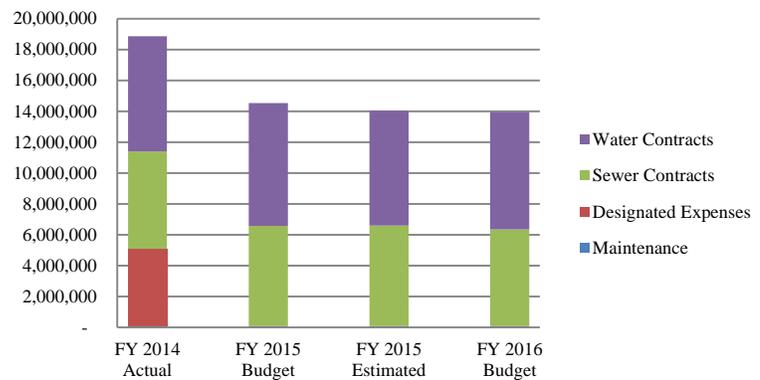
**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Maintenance	99,999	100,000	100,000	100,000
Designated Expenses	5,000,000	-	-	-
Sewer Contracts	6,297,470	6,484,405	6,506,394	6,244,106
Water Contracts	7,467,995	7,936,602	7,439,741	7,617,066
<b>Total</b>	<b>\$ 18,865,464</b>	<b>\$ 14,521,007</b>	<b>\$ 14,046,135</b>	<b>\$ 13,961,172</b>

**Department Expenses**



**Department Expenses History**



**WATER/SEWER FUND  
PUBLIC WORKS  
WATER DISTRIBUTION**

---

**DESCRIPTION**

---

The Water Distribution Division is responsible for maintaining, repairing, and expanding the Water Distribution infrastructure to supply the City with properly disinfected drinking water. The Division is responsible for making long/short taps on water mains to new subdivisions, installing water meters, maintaining all fire hydrants, locating and marking water lines, and investigating and repairing water leaks. The Division responds to customer service calls regarding possible water leaks, water pressure checks, water quality, etc.

**ACCOMPLISHMENTS**

---

- Added GPS capabilities to valve and hydrant equipment to more accurately update the GIS database.
- Maintained the water distribution infrastructure and provided properly disinfected water for the City of Killeen.

**GOALS**

---

- Improve water quality and disinfection residual by installing automatic flushing devices on dead-end water mains.
- Lower interruption time in the repair of water main and fire hydrant repairs.
- Encourage all employees to participate in employee training programs to achieve the highest levels of certifications from the Texas Commission on Environmental Quality in Water Distribution.
- Upgrade older sections of the water distribution system by installing valves in the older areas to minimize service interruptions during emergencies and when performing routine maintenance.
- Create a safe working environment that results in zero time-loss accidents.
- Effectively provide water services to ensure that all City of Killeen customers are supplied with water that meets or exceeds TCEQ requirements.
- Assist in the rehabilitation of water infrastructure in the older parts of the City of Killeen.
- Maintain the water distribution infrastructure, while providing limited water service disruptions.
- Flow test and maintain all fire hydrants in accordance with TCEQ regulations.

**WATER/SEWER FUND  
PUBLIC WORKS  
WATER DISTRIBUTION**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 556,034	\$ 626,688	\$ 530,188	\$ 571,034
Supplies	57,294	72,395	65,861	70,462
Maintenance	138,103	131,296	135,000	155,226
Repairs	53,172	47,500	77,800	41,291
Support Services	18,143	23,930	18,365	24,000
Benefits	168,039	178,446	157,639	178,243
Minor Capital	20,775	20,000	18,000	20,000
Major Capital Outlay	463,767	359,000	341,050	339,000
Capital Outlay	419,367	-	8,886	80,300
<b>Total</b>	<b>\$ 1,894,694</b>	<b>\$ 1,459,255</b>	<b>\$ 1,352,789</b>	<b>\$ 1,479,556</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Operator III	1	1	1
Operator II	1	1	1
Operator I	5	5	5
Operator/Apprentice	12	12	12
<b>Total</b>	<b>19</b>	<b>19</b>	<b>19</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
New customer services	983	945	1,000
Water main repairs	130	168	175
Water lines (Miles)	618	651	660
Water line locates	1,102	1,052	1,100
Fire hydrants repaired/replaced	32	37	38
Water service calls	524	356	400

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Maintenance cost per 100 miles of water piping system	\$ 19,892	\$ 19,871	\$ 20,000
Unaccounted water loss %	16%	14%	14%

**WATER/SEWER FUND  
PUBLIC WORKS  
SANITARY SEWERS**

---

**DESCRIPTION**

---

The Sanitary Sewer Division is responsible for the safe and sanitary collection of wastewater for the City of Killeen. This Division monitors and maintains the sewer system infrastructure, installs new sewer lines, performs preventive maintenance to existing sewer lines, responds to all customer service calls, identifies and repairs damaged sewer mains. The Division monitors the City's compliance with Federal & State regulatory agency requirements for wastewater collection.

**ACCOMPLISHMENTS**

---

- Completed 998 line locates for construction work performed by other utilities or citizens of Killeen in accordance with the Texas One Call Law.
- New pipe-bursting crew rehabilitated 7,033 feet of sewer main.

**GOALS**

---

- Reduce the annual number of wastewater overflows to 4 overflows per 100 miles of sewer main.
- Clean 20 percent of the City's sewer infrastructure per year.
- Inspect and evaluate 10 percent of the City's sewer mains and 100 percent of all new sewer mains.
- Rehabilitate 2.5 miles of sewer main.
- Encourage all employees to participate in employee training programs to achieve the highest levels of certifications from the Texas Commission on Environmental Quality in sewer collection.
- Create a safe working environment that results in zero time-loss accidents.
- Continue working with the GIS department to populate the database.

**WATER/SEWER FUND  
PUBLIC WORKS  
SANITARY SEWERS**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 388,234	\$ 497,676	\$ 439,676	\$ 444,132
Supplies	65,326	71,240	64,759	106,106
Maintenance	118,903	27,491	126,991	115,991
Repairs	65,021	51,500	56,200	61,130
Support Services	11,496	11,000	10,200	12,500
Benefits	116,903	142,398	125,473	140,149
Minor Capital	1,484	1,000	1,000	1,000
Major Capital Outlay	144,067	-	-	-
Capital Outlay	197,689	1,171,274	1,003,274	48,300
<b>Total</b>	<b>\$ 1,109,123</b>	<b>\$ 1,973,579</b>	<b>\$ 1,827,573</b>	<b>\$ 929,308</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Operator III (Inflow and Infiltration Supervisor)	1	1	1
Operator III (Sanitary Sewer Supervisor)	1	1	1
Operator II (Senior Water & Sewer Worker)	1	1	1
Operator I (Equipment)	3	3	3
Operator Apprentice	9	9	9
<b>Total</b>	<b>15</b>	<b>15</b>	<b>15</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Lines cleaned (Feet)	642,000	740,686	775,000
Sewer service Calls	624	336	350
Sewer lines (Miles)	550	571	576
Manhole inspections	2,425	1,890	2,000
Sewer line locates	1,040	998	1,050
Sewer line replaced (Feet)	1,440	7,033	13,200
Stoppages cleared	120	198	210
Wastewater overflows	82	34	30
Manhole level alarm installs	-	40	20
Camera inspection of sewer mains inspected (feet)	640,686	142,537	142,537

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Maintenance cost per 100 miles of wastewater piping system	\$ 16,019	\$ 9,720	\$ 10,000
Gallons per minute (GPM) per mile of inflow and infiltration	2	2	2
Reduced sanitary sewer overflow	-	48%	48%

**WATER/SEWER FUND  
PUBLIC WORKS  
WATER AND SEWER OPERATIONS**

---

**DESCRIPTION**

---

Water & Sewer Operations includes operation and maintenance of City water storage tanks, water pumping facilities, and wastewater lift stations. A significant amount of time is dedicated to performing daily system monitoring, chemical disinfection monitoring, and preventative maintenance on all facilities.

**ACCOMPLISHMENTS**

---

- Water and Sewer administration, BPAT and FOG relocated to the remodeled Summit Electric building.
- Updated the SCADA Historian server.
- Managed the testing and surcharging components of the FOG Program for 295 restaurants.

**GOALS**

---

- Provide continuous delivery of properly disinfected water at adequate pressure and sufficient volume to all residential, commercial, and industrial customers.
- Efficiently operate all lift stations in a manner that prevents any sewer overflows in the collection system.
- Operate the water distribution system in a manner that efficiently manages electrical consumption.
- Meet or exceed all federal and state regulations regarding water and sewer operations.
- Manage all BPAT and FOG accounts in a customer friendly manner that protects public health and safety.
- Encourage all employees to participate in employee training programs to achieve the highest levels of certifications from the Texas Commission on Environmental Quality in their respective field.
- Create a safe working environment that results in zero time-loss accidents.
- Perform water quality testing to ensure high standards of continuous delivery of properly disinfected water.
- Complete the final phase of the FOG Program by bringing automotive service and car wash facilities into compliance.
- Inspect all water storage facilities and clean when necessary.
- Continue to ensure safe drinking water through the cross connection control and customer service inspection program.

**WATER/SEWER FUND  
PUBLIC WORKS  
WATER AND SEWER OPERATIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 1,057,702	\$ 1,142,495	\$ 1,076,546	\$ 1,114,077
Supplies	125,086	139,596	132,167	144,769
Maintenance	135,902	111,962	107,962	166,092
Repairs	25,792	26,000	22,500	25,000
Support Services	973,108	1,039,775	991,007	1,040,600
Benefits	294,797	301,893	289,050	308,972
Minor Capital	26,644	10,000	53,000	7,000
Major Capital Outlay	448,777	-	120,000	-
Capital Outlay	87,454	-	-	-
<b>Total</b>	<b>\$ 3,175,262</b>	<b>\$ 2,771,721</b>	<b>\$ 2,792,232</b>	<b>\$ 2,806,510</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Director of Water & Sewer Utilities	1	1	1
Director of Water & Sewer Services	1	1	1
Water & Sewer Superintendent	1	1	1
Water & Sewer Materials Manager	1	1	1
Operator Apprentice (Water & Sewer)	1	1	1
Chief Operator	1	1	1
Operator II	1	1	1
Operator I	5	5	5
Water & Sewer Service Worker (Opr/Appr)	7	7	7
Operator III (BPAT)	1	1	1
Operator II (Backflow Prevention Assembly)	3	3	3
FOG Enforcement Specialist	2	2	2
Principal Secretary	1	1	1
Secretary (BPAT/FOG)	1	1	1
Accounting Specialist	1	1	1
<b>Total</b>	<b>28</b>	<b>28</b>	<b>28</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Pump station water pumpage (Gallons)	5,314,529,000	5,414,063,000	5,700,000,000
Lift station sewage collection (Gallons)	3,813,345,083	4,619,341,880	4,300,000,000
Water quality tests	1,512	4,015	4,015
Bacteriological tests	2,136	1,550	1,550
Water and sewer facility inspections	9,490	13,458	13,458
BPAT accounts managed	14,719	17,005	17,005

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Water delivered cost per 1,000 gallons	\$ 5.10	\$ 1.47	\$ 1.55
Average of all disinfectant residuals	2.52	2.13	2.50
Lowest disinfectant residual	0.50	0.50	0.50

Note: The Water Delivered Cost above is calculated in the City's Water and Sewer Financial Model where expenses are determined to be water or sewer related. Then the water expenses are divided by the consumption of water to calculate the cost to provide 1,000 gallons of water.

**WATER/SEWER FUND  
PUBLIC WORKS  
ENGINEERING**

---

**DESCRIPTION**

---

The mission of the Engineering Division of the Public Works Department (Water & Sewer Fund) is to provide professional engineering management services to the citizens, and to the business and development community to ensure public works infrastructure is designed, constructed, operated, and maintained in accordance with applicable regulatory standards and good industry practices. Key processes and activities performed by the Division include review of various development permit applications for code conformance; validation of residential and commercial civil infrastructure construction plans before consent to release for construction; inspection and testing of construction materials and methods to ensure compliance with applicable project plans and specifications; development of project scopes of work and contracts for various studies and designs; project management and contract administration of public infrastructure improvements; and analysis and evaluation of the capacity and functionality of all public infrastructure within the City of Killeen.

**ACCOMPLISHMENTS**

---

- Provided resident project representation for 18 major capital improvement (bond) projects.
- Completed Water and Sewer Utility Impact Fee Study.
- Updated Flexible Pavement Design Procedures for Public Streets.
- Evaluated various future potable and reuse water supply options for the City.

**GOALS**

---

- Ensure conformance with established development standards so that the City maintains acceptable regulatory compliance ratings and the highest possible public asset valuation.
- Ensure familiarity with "state of the industry" design, construction, operation, and maintenance standards for public works.
- Provide responsive support of the citizen, and the business and development community related to public infrastructure needs.
- Enhance and improve Infrastructure Development and Design Standards Manual.
- Continue implementation of 2012 Water & Sewer Master Plan.
- Initiate Phases 1 and 2 of ADA Transition Plan development.
- Complete Water Reuse Master Plan development.

**WATER & SEWER FUND  
PUBLIC WORKS  
ENGINEERING**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 552,276	\$ 746,298	\$ 506,508	\$ 700,728
Supplies	30,585	33,747	25,245	33,118
Repairs	6,299	15,538	13,250	15,538
Support Services	120,868	407,567	608,800	407,192
Benefits	118,943	168,776	118,927	170,308
Minor Capital Outlay	562	400	400	3,649
Major Capital Outlay	41,501	12,779	12,779	-
<b>Total</b>	<b>\$ 871,034</b>	<b>\$ 1,385,105</b>	<b>\$ 1,285,909</b>	<b>\$ 1,330,533</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
City Engineer	1	1	1
Director of Environmental Services	0.8	0.8	0.8
Project Engineer	1	1	1
Engineer-In-Training	1	1	1
Chief Construction Inspector	1	1	1
Senior Construction Inspector	3	3	3
Construction Inspector	1	2	2
Project Manager	2.0	2	2
Accounting Specialist	-	1	1
Executive Assistant	1	1	1
<b>Total</b>	<b>11.8</b>	<b>13.8</b>	<b>13.8</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Residential final inspections	1,003	1,000	1,050
Concrete flatwork inspections	949	973	1,000
Civil infrastructure plan reviews	60	49	49
Commercial development permit reviews	53	51	51
Land disturbance permit applications for coverage under TPDES reviews	-	16	16
Residential subdivisions infrastructure construction inspections	57	51	51
Commercial infrastructure construction inspections	121	67	67

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Average number of projects per PW senior construction inspector	59	33	25
Average number of CIPs per PW resident project representative	-	-	6

**WATER/SEWER FUND  
OTHER APPROPRIATIONS**

**HUMAN RESOURCES**

The Human Resources budget is used to account for the Solid Waste Fund expenses for unemployment reimbursements, legal and public notices, and other expenses related to human resources.

**GENERAL ADMINISTRATION**

The General Administration division is utilized to budget for Water and Sewer non-departmental supplies, building maintenance and repairs.

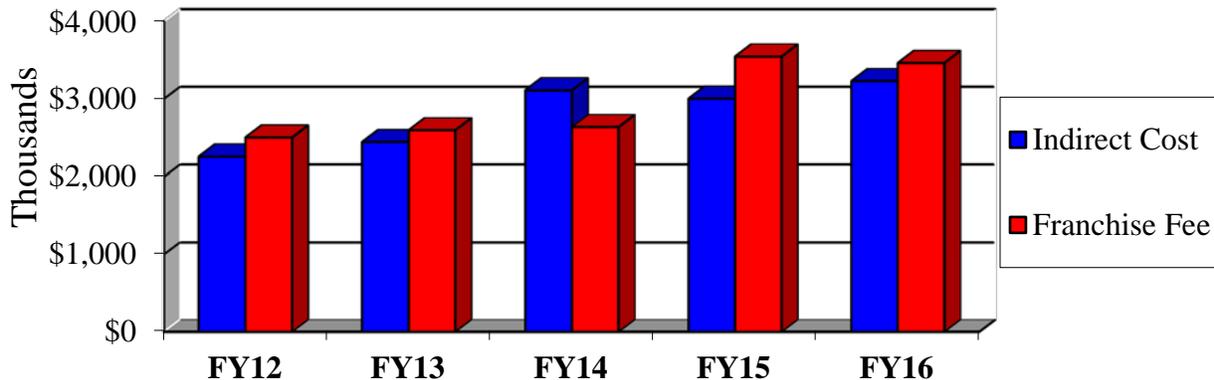
**WATER AND SEWER PROJECTS**

The Water and Sewer Projects division is used to account for major projects that are paid from the Water and Sewer operating fund. Other major projects are paid from Water and Sewer bond funds.

**NON-DEPARTMENTAL**

The Water and Sewer Non-Departmental division is utilized to account for charges that are not directly related to a specific division. These charges include transfers to the General Fund for a levied franchise fee and an indirect cost allocation. Other charges include professional services, bad debts, collection expenses, a building purchase, and a contingency account.

**Transfers to General Fund**



**WATER & SEWER FUND  
OTHER APPROPRIATIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

**DEBT SERVICE**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Designated Expenses	-	-	-	7,173,174
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,173,174</b>

**HUMAN RESOURCES**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Supplies	\$ 1,873	\$ 6,000	\$ 6,000	\$ 6,000
Designated Expenses	951	8,500	8,500	8,500
<b>Total</b>	<b>\$ 2,824</b>	<b>\$ 18,000</b>	<b>\$ 18,000</b>	<b>\$ 18,000</b>

**DESIGNATED FUNDS**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Designated Expenses	5,124	-	-	-
<b>Total</b>	<b>\$ 5,124</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**GENERAL ADMINISTRATION**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Supplies	-	\$ 3,500	\$ 3,500	\$ 3,500
Repairs	10,288	14,100	14,100	14,100
<b>Total</b>	<b>\$ 40,682</b>	<b>\$ 69,600</b>	<b>\$ 69,600</b>	<b>\$ 69,600</b>

**WATER & SEWER PROJECTS**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Water and Sewer Projects	544,155	700,000	841,954	1,621,268
<b>Total</b>	<b>\$ 544,155</b>	<b>\$ 700,000</b>	<b>\$ 841,954</b>	<b>\$ 1,621,268</b>

**NON-DEPARTMENTAL**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Supplies	\$ 3,868	\$ 4,100	\$ 4,100	\$ 2,400
Support Services	14,140,808	14,891,603	14,927,217	7,548,266
Minor Capital	-	-	-	37,750
Designated Expenses	(423,145)	156,000	156,000	90,000
Transfers	-	-	115,000	-
<b>Total</b>	<b>\$ 13,721,531</b>	<b>\$ 15,051,703</b>	<b>\$ 15,202,317</b>	<b>\$ 7,678,416</b>



***Dedicated Service – Every Day, for Everyone!***

# Drainage Utility Fund



*Dedicated Service - Every Day, for Everyone!*

# DRAINAGE UTILITY FUND

The Drainage Utility Fund is one of the five enterprise funds that the City of Killeen maintains. The Governmental Accounting Standards Board *Codification*, Section 1300.104, states that "the enterprise fund type may be used: to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges: or (b) where the governing body has decided that periodic determination or revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance public policy, management control, accountability, or other purposes." These funds are not required by GASB, but are permitted.

The City of Killeen uses this fund to account for all expenses incurred and revenues received pertaining to the operation, maintenance, and improvement of Drainage services provided by the City. Appropriations are made for five functions provided by Drainage Utility. These functions include the Capital Improvement Program for Major Drainage Projects and the operational functions including Drainage Engineering, Minor Drainage Projects, Drainage Maintenance, and Streets.

**Drainage Utility Fund  
Budget Summary  
FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>	<b>Percent of Budget</b>	<b>% Change from FY 2015 Budget</b>
<b>Revenues</b>						
Residential Storm Water Fees	\$ 3,261,922	\$ 3,250,000	\$ 3,300,000	\$ 3,300,000	84.49%	1.54%
Commercial Storm Water Fees	587,535	610,000	554,547	600,000	15.36%	-1.64%
Interest Earned	14,613	25,000	5,865	5,800	0.15%	-76.80%
Intergovernmental Revenue	228,311	-	8,723	-	0.00%	0.00%
Miscellaneous Receipts	589	5,000	1,728	100	0.00%	-98.00%
<b>Total Revenues</b>	<b>4,092,970</b>	<b>3,890,000</b>	<b>3,870,863</b>	<b>3,905,900</b>	<b>100.00%</b>	<b>0.41%</b>
<b>Operating Expenses</b>						
Engineering	395,560	681,471	612,772	683,689	15.80%	0.33%
Streets	494,263	309,480	300,000	300,000	6.93%	-3.06%
Drainage Maintenance	1,638,854	1,720,384	1,602,352	1,910,665	44.17%	11.06%
Environmental Services	418,032	201,581	311,544	440,650	10.19%	118.60%
Non-Departmental	109,207	136,059	138,465	135,049	3.12%	-0.74%
Indirect Cost Allocation	299,564	304,592	304,592	287,699	6.65%	-5.55%
<b>Total Operating Expenses</b>	<b>3,355,480</b>	<b>3,353,567</b>	<b>3,269,725</b>	<b>3,757,752</b>	<b>86.86%</b>	<b>12.05%</b>
<b>Non-Operating Expenses</b>						
Capital Projects	501,691	3,552,201	-	10,494	0.24%	-99.70%
Debt Service	569,663	565,213	565,213	558,000	12.90%	-1.28%
<b>Total Non-Operating Expenses</b>	<b>1,071,354</b>	<b>4,117,414</b>	<b>565,213</b>	<b>568,494</b>	<b>13.14%</b>	<b>-86.19%</b>
<b>Total Expenses</b>	<b>4,426,834</b>	<b>7,470,981</b>	<b>3,834,938</b>	<b>4,326,246</b>	<b>100.00%</b>	<b>-42.09%</b>
<b>Net Change In Working Capital</b>	<b>(333,864)</b>	<b>(3,580,981)</b>	<b>35,925</b>	<b>(420,346)</b>		
<b>Working Capital Balance, Beginning</b>				<b>2,195,366</b>		
<b>Working Capital Balance, Ending</b>				<b>\$ 1,775,020</b>		

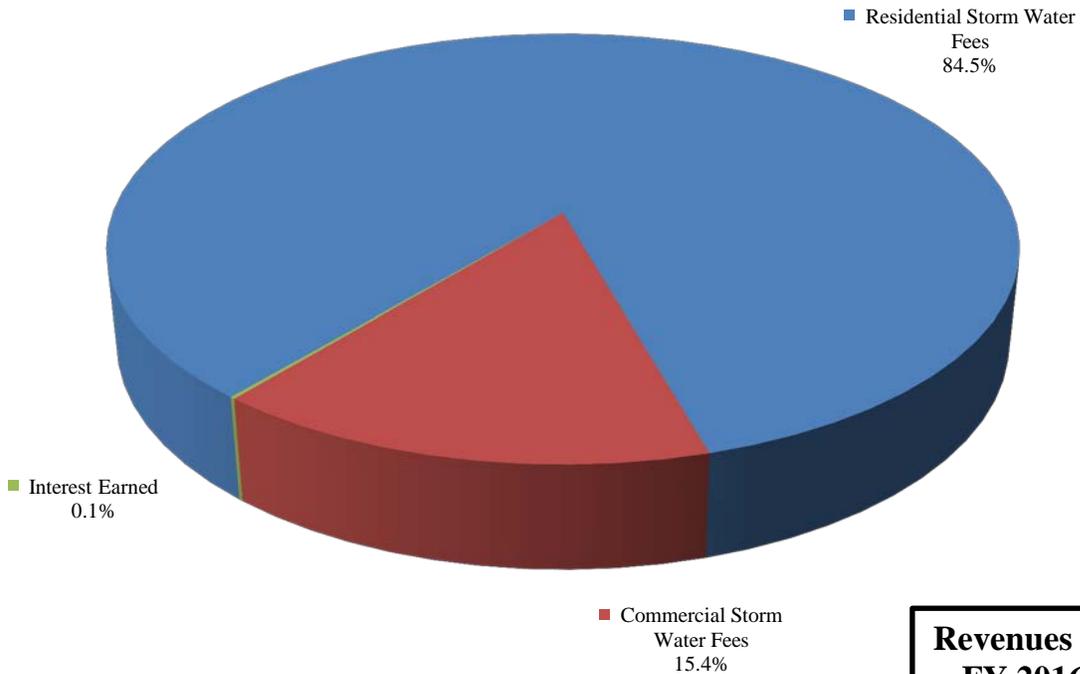
*Decrease in working capital balance is planned, and results from the use of fund balance for drainage maintenance projects.*



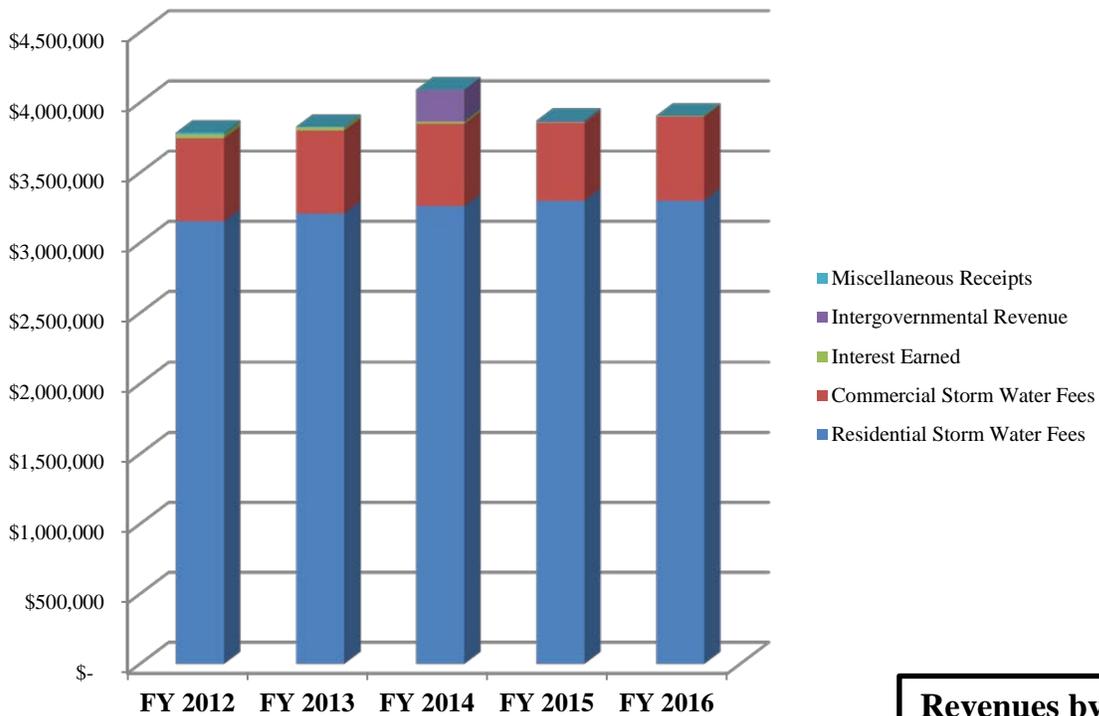
***Dedicated Service – Every Day, for Everyone!***

# Drainage Utility Fund

## -Revenues-



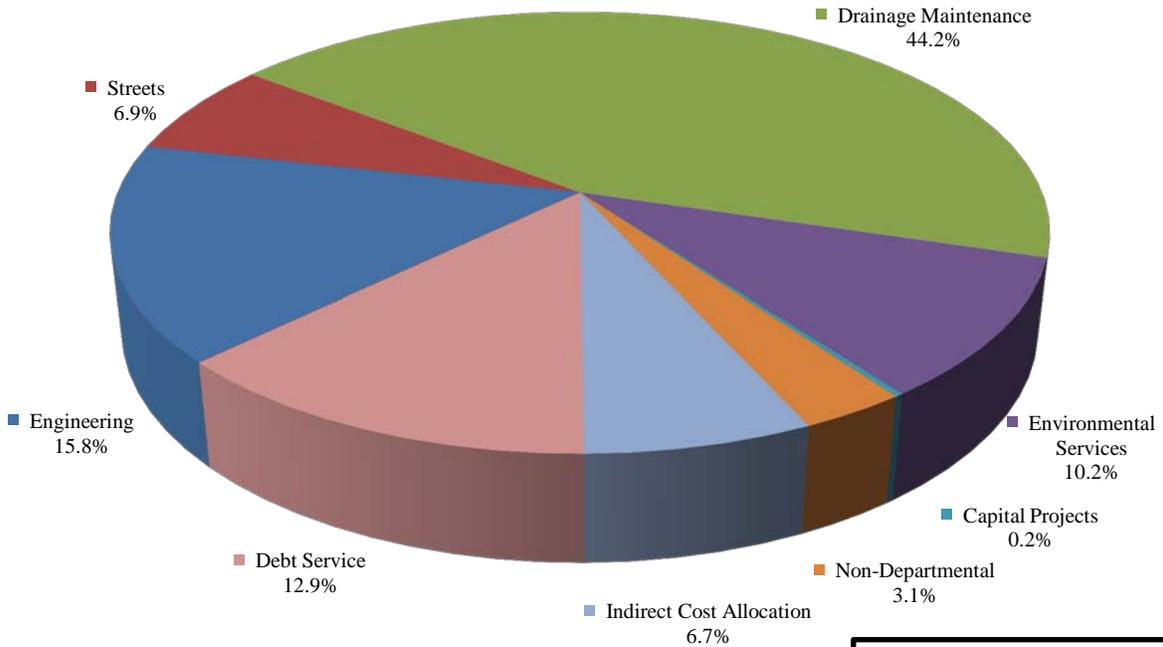
**Revenues by Source  
FY 2016 Budget**



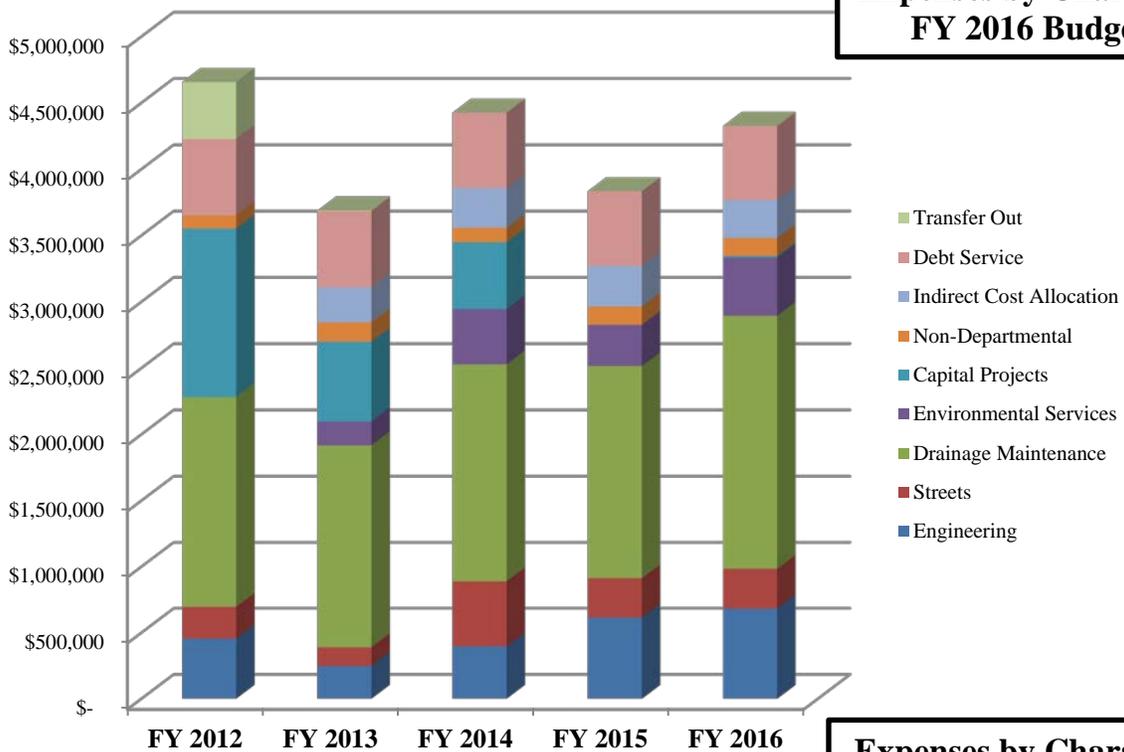
**Revenues by Source  
Last Five Years**

# Drainage Utility Fund

## -Expenses-



**Expenses by Character  
FY 2016 Budget**



**Expenses by Character  
Last Five Years**

**DRAINAGE FUND  
PUBLIC WORKS  
ENGINEERING**

---

**DESCRIPTION**

---

The mission of the Drainage Utility – Engineering Division is to provide drainage management services for the citizens and businesses of the City of Killeen, support water quality improvements, investigate storm water run-off controls, develop beneficial usage solutions, promote system sustainability, address chronic maintenance problems, and develop environmental and aesthetic enhancement opportunities. The Drainage Utility has completed year two of the current Storm Water Management Program (SWMP) in order to meet the mandates of the State of Texas Phase II program. The Drainage Utility manages storm water discharge permits for selected municipal industrial operations, and for City-performed/City-sponsored construction activities that disturb 1 acre of land or greater. The Drainage Utility has implemented a Capital Improvement Program (CIP) and developed a Drainage Master Plan to address drainage infrastructure inadequacies and required system upgrades. The Drainage Utility – Engineering Division is also responsible for enforcement of compliance with the provisions in Chapter 32 of the Killeen Code of Ordinances.

**ACCOMPLISHMENTS**

---

- Educated residents, contractors and developers on maintaining compliance with the illicit discharge, erosion and sediment control, and post-construction ordinances.
- Provided public education and storm water outreach to local and regional water quality stakeholder groups, Killeen ISD, and higher education venues.
- Updated “Storm” Geographic Information Systems (GIS) datasets with minor tributary information.
- Performed field investigations as scheduled, in response to reports by citizens and in response to reports by other City departments.

**GOALS**

---

- Implement the City’s Storm Water Master Plan and Industrial Site Storm Water Permits.
- Physically inventory, assess, and recommend improvements to the City’s drainage infrastructure.
- Maintain and update “Storm” Geographic Information Systems (GIS) datasets and applications.
- Investigate reported drainage concerns and perform water quality testing on illicit discharges.
- Inspect erosion and sediment controls and post construction compliance measures on development projects within the city.
- Perform compliance inspections with the erosion and sediment control and post-construction ordinances.
- Provide public education and storm water outreach to local and regional water quality stakeholder groups, Killeen ISD, and higher education venues.
- Perform field investigations as scheduled, in response to reports by citizens and in response to reports by other City departments.
- Create City-wide map books of drainage infrastructure and drainage features.

**DRAINAGE FUND  
PUBLIC WORKS  
ENGINEERING**

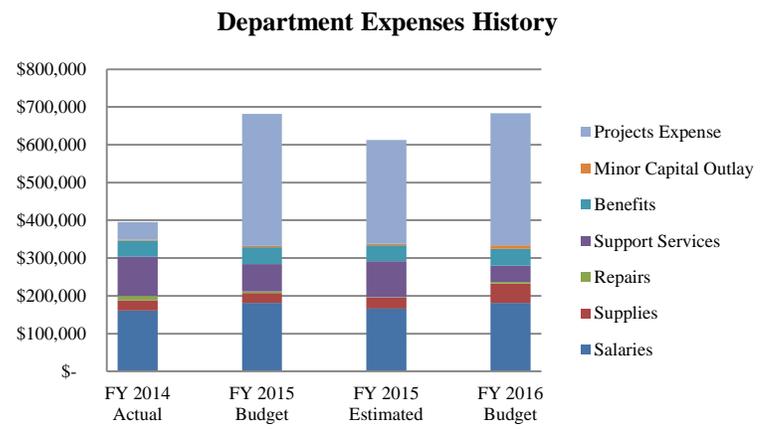
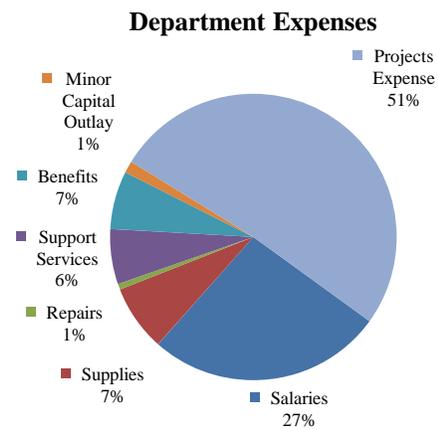
**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 161,144	\$ 181,659	\$ 166,392	\$ 181,659
Supplies	27,071	26,131	29,383	50,903
Repairs	11,929	3,500	514	4,500
Support Services	103,582	72,536	95,404	42,555
Benefits	42,688	44,775	42,209	44,775
Minor Capital Outlay	2,876	3,870	3,870	9,297
Projects Expense	46,270	349,000	275,000	350,000
<b>Total</b>	<b>\$ 395,560</b>	<b>\$ 681,471</b>	<b>\$ 612,772</b>	<b>\$ 683,689</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Project Manager	1	1	1
Drainage Technician (Storm Water)	1	1	1
Environmental Specialist I	1	1	1
Contract Specialist	1	1	1
<b>Total</b>	<b>4</b>	<b>4</b>	<b>4</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Environmental code violation cases	50	37	20
Field inspections	104	120	100
Illicit discharge inspections	31	27	20
Erosion control inspections	25	25	30
Post construction inspections	24	14	30
<b>Total</b>	<b>234</b>	<b>223</b>	<b>200</b>

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Phase II water quality testing for permit 2 completion	20%	40%	60%
City updated in 'storm' geodataset base <sup>1</sup>	10%	20%	20%



**DRAINAGE FUND  
PUBLIC WORKS  
STREETS**

---

**DESCRIPTION**

---

The Street Division in the Drainage Utility Fund provides funding for roadway drainage projects. Maintenance such as curb and gutter repairs, valley gutter repairs, and street failure repairs due to groundwater infiltration keep the street drainage infrastructure operational.

**ACCOMPLISHMENTS**

---

- Milled and completed overlay on downtown streets – 2nd, 4th, Gray, 8th, and 10th from Avenue C to Avenue D.

**GOALS**

---

- Provide superior pavement maintenance services by performing preventive maintenance repairs on drainage-related infrastructure.
- Repair failed curbs and gutters and valley gutters on approximately 45 locations.

**DRAINAGE FUND  
PUBLIC WORKS  
STREETS**

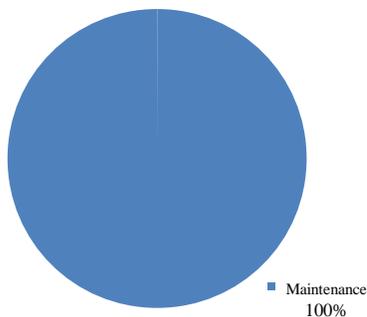
**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Maintenance	\$ 462,076	\$ 309,480	\$ 300,000	\$ 300,000
Capital Outlay	32,187	-	-	-
<b>Total</b>	<b>\$ 494,263</b>	<b>\$ 309,480</b>	<b>\$ 300,000</b>	<b>\$ 300,000</b>

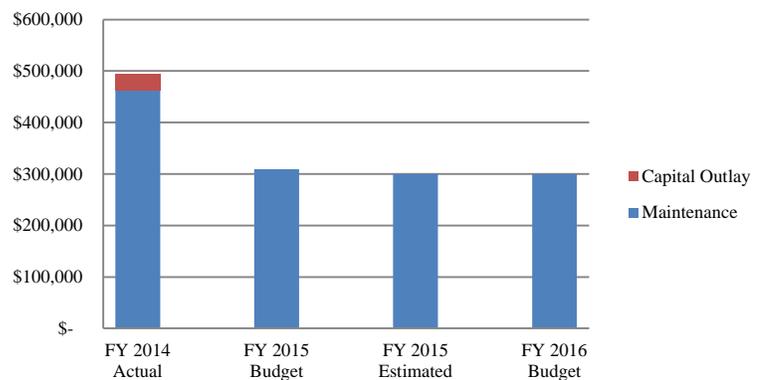
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Roadway drainage projects completed	55	19	22
Areas of failed curb & valley gutter repaired	18	20	20

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Average roadway project completion time (days)	7.00	7.00	7.00
Roadway projects completed	100.0%	100.0%	100.0%

**Department Expenses**



**Department Expenses History**



**DRAINAGE FUND  
PUBLIC WORKS  
DRAINAGE MAINTENANCE**

---

**DESCRIPTION**

---

The mission of the Drainage Utility – Drainage Maintenance Division is to maintain, repair, and/or improve the municipal drainage infrastructure for the City of Killeen. Tasks primarily include: removal of non-beneficial growth, removal of sediment, clean out blockages, perform minor and major repair projects, placement of erosion control infrastructure, re-vegetate areas as needed, maintain publically dedicated and accepted drainage infrastructure, and provide emergency response support as needed for flood events, illicit discharges and fires.

**ACCOMPLISHMENTS**

---

- Successfully implemented the expansion of the Community Supervision and Corrections Department (CSCD) weekend program in conjunction with Solid Waste Mowing crews. Probationers were used to pick up litter/trash along selected roads right-of-ways and drainage ditches.
- Continued implementation of the Drainage Maintenance Plan.
- Refined the inventory of the drainage infrastructure. Continued to collect data on length and acreage, to include the annexed areas.
- Replacement of a truck (Unit #1062) with a truck.
- Completed three (3) maintenance cycles for the total inventory of drainage infrastructure this fiscal year.
- Completed fifty-two (52) repairs of Minor Capital Improvement Projects (CIP).
- Continued a lease on a Caterpillar 953D track loader, which replaced Unit #60.

**GOALS**

---

- Improve and maintain the quality of the drainage infrastructure throughout the City by accomplishing work in accordance with the adopted Drainage Master Plan and regulatory requirements.
- Assist in the inventory, assessment, addition, and improvement of the City's Drainage infrastructure.
- Collect and refine the demographics for the drainage infrastructure.
- Participate in the Community Supervision and Corrections Department (CSCD) weekend program in conjunction with Solid Waste Mowing crews.
- Perform the assigned goals as established below:
  - Complete three (3) maintenance cycles of drainage channels, a total of 125 miles / 1015 acres.
  - Complete fifty (50) repairs or minor CIP projects.

**DRAINAGE FUND  
PUBLIC WORKS  
DRAINAGE MAINTENANCE**

**CITY OF KILLEEN  
FY2016 BUDGET**

<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 943,953	\$ 1,020,011	\$ 914,618	\$ 947,301
Supplies	119,839	143,012	121,495	123,773
Maintenance	24,120	44,358	37,869	43,438
Repairs	74,059	72,500	68,926	78,500
Support Services	51,209	55,915	54,496	56,757
Benefits	302,181	317,453	291,501	319,703
Minor Capital	1,485	23,885	26,051	19,375
Designated Expenses	3,060	5,550	5,500	5,550
Capital Outlay	118,948	37,700	81,896	316,268
<b>Total</b>	<b>\$ 1,638,854</b>	<b>\$ 1,720,384</b>	<b>\$ 1,602,352</b>	<b>\$ 1,910,665</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Supervisor	3	3	3
Crew Leader	4	4	4
Equipment Operator	9	9	9
Manager of Mowing & Drainage Maintenance	1	1	1
Secretary	-	-	1
Equipment Services Technician	0.5	0.5	0.5
Service Worker	16	16	16
<b>Total</b>	<b>33.5</b>	<b>33.5</b>	<b>34.5</b>

*One Equipment Operator reports to the Streets Division*

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Drainage channels maintained (Miles)	110	84	132
Drainage channels maintained (Acres)	715	624	1,019
Bar ditches maintained (Miles)	385	-	-
Bar ditches maintained (Acres)	1,372	-	-
Minor CIP Projects Completed	51	50	52

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
% of Drainage Channels Maintained (miles) verses Target	145%	145%	100%
% of Bar Ditches Maintained (miles) verses Target	113%	113%	100%
Projects Completed	102%	102%	100%

**DRAINAGE FUND  
PUBLIC WORKS  
ENVIRONMENTAL SERVICES**

---

**DESCRIPTION**

---

The mission of the Environmental Services Division is to provide environmental management services for Killeen's citizens, businesses, and City Departments. This will be accomplished through development, monitoring, and support of water quality improvement measures, storm water run-off controls, system sustainability, and environmental and aesthetic enhancement opportunities. The Environmental Services Division is also responsible for monitoring the City of Killeen's environmental programs. Environmental programs remain under the present organization for execution and reporting; however, the Environmental Services Division has the responsibility of assisting with management reports, monitoring reporting deadlines, and verifying that these reports are administratively complete. In addition, the Environmental Services Division is responsible for monitoring programs, which are being formulated at Federal and State levels that will be applicable to the City in the future. It is not intended to relieve or take any programs and responsibilities away from any entity, but instead to provide additional assistance and advice in meeting the program responsibilities. The Drainage Utility has implemented a Capital Improvement Program (CIP) and developed a Drainage Master Plan to address drainage infrastructure inadequacies and required system upgrades. The Environmental Services Division will manage the major and minor CIP program.

**ACCOMPLISHMENTS**

---

- Provided technical support to local and regional water quality stakeholder groups.
- Permitted and coordinated the City's second Phase II water quality program mandated by the TCEQ.
- Coordinated environmental compliance with State and Federal agencies.
- Developed, coordinated and provided support to TIAERS for the TCEQ 319(h) water quality grant for South Nolan Creek.
- Completed the TDPS Repetitive Flood Claims Grant project.

**GOALS**

---

- Design and construct drainage CIPs in accordance with well-defined master planning priorities.
- Supervise implementation of the City's Storm Water Master Plan and other environmental permits.
- Receive, present, and implement approved recommendations from the stakeholder process.
- Provide support to TIAERS for the TCEQ 319(h) water quality grant for South Nolan Creek.
- Contract for the construction of the last funded major drainage CIPs approved in the 2006 Drainage Bond.
- Implement the Phase II water quality program in accordance with the City's permit with the TCEQ.
- Coordinate environmental compliance with State and Federal agencies.

**DRAINAGE FUND  
PUBLIC WORKS  
ENVIRONMENTAL SERVICES**

**CITY OF KILLEEN  
FY2016 BUDGET**

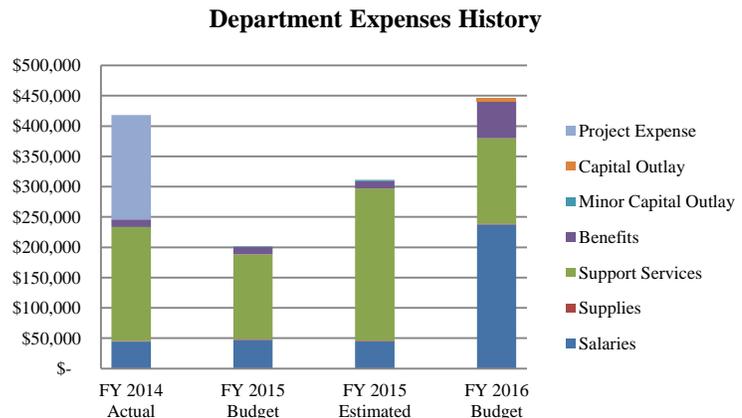
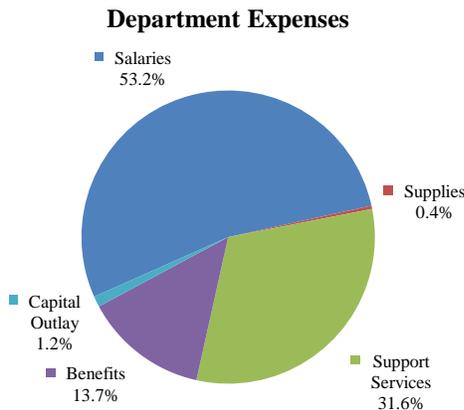
<b>Expenses Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 44,499	\$ 46,974	\$ 45,055	\$ 237,350
Supplies	832	1,721	940	1,601
Support Services	188,262	139,604	251,089	140,724
Benefits	12,249	12,282	12,080	60,975
Minor Capital Outlay	-	1,000	2,000	-
Capital Outlay	-	-	-	5,259
Project Expense	172,190	-	380	-
<b>Total</b>	<b>\$ 418,032</b>	<b>\$ 201,581</b>	<b>\$ 311,544</b>	<b>\$ 445,909</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Director of Environmental Services	0.2	0.2	0.2
Secretary	1	1	1
<b>Total</b>	<b>1.2</b>	<b>1.2</b>	<b>1.2</b>

<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Minor CIP projects	51	1	-
Construction contracts	2	4	4

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Total Phase II objectives for permit 2 completion	20%	40%	60%
Contracted Projects where project cost exceeds original construction contract by greater than 15%	0%	0%	<25%
Contracted projects where project cost exceeds project construction cost estimate by greater than 15%	100%	0%	<25%

*Low numbers are a direct result of combining drainage projects with transportation projects and delays with easement acquisitions.*



**DRAINAGE FUND  
OTHER APPROPRIATIONS**

**DEBT SERVICE**

The Debt Service division is used to account for current year expenses for principal, interest, and bank fees.

**HUMAN RESOURCES**

The Human Resources budget is used to account for the Drainage Utility Fund expenses for unemployment reimbursements, legal and public notices, and other expenses related to human resources.

**INFORMATION TECHNOLOGY**

The Information Technology budget is used to account for the Drainage Utility Fund expenses related to information technology.

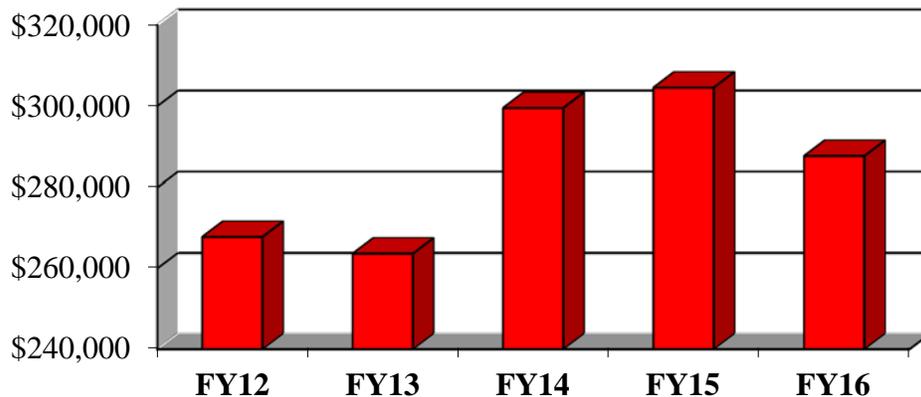
**DRAINAGE PROJECTS**

The Drainage Utility Projects division is used to account for minor drainage projects and all major capital improvement projects related to the issuance of the Certificates of Obligation.

**NON-DEPARTMENTAL**

The Drainage Utility Non-Departmental division is utilized to account for charges that are not directly related to a specific division. These charges include a transfer to the General Fund for indirect cost allocation. The indirect cost transfer is to fund a portion of the salary and benefits related to a City Attorney assigned to Public Works projects and activities exclusively. Other charges include professional services, insurance, and a salary accrual account.

**Indirect Cost Transfer to the General Fund**



**DRAINAGE FUND  
OTHER APPROPRIATIONS**

**CITY OF KILLEEN  
FY2016 BUDGET**

**DEBT SERVICE**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Designated Expenses	554,864	565,213	565,213	558,000
Transfer to Fund	14,799	-	-	-
<b>Total</b>	<b>\$ 569,663</b>	<b>\$ 565,213</b>	<b>\$ 565,213</b>	<b>\$ 558,000</b>

**HUMAN RESOURCES**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Supplies	\$ 1,788	\$ 2,000	\$ 2,000	\$ 2,000
Support Services	-	1,200	1,200	1,200
Designated Expenses	-	2,800	2,800	2,800
<b>Total</b>	<b>\$ 1,788</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>	<b>\$ 6,000</b>

**INFORMATION TECHNOLOGY**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Supplies	\$ 1,217	\$ 8,000	\$ 6,864	\$ -
Maintenance	44,297	47,882	47,598	60,000
Repairs	488	5,000	4,500	-
Support Services	6,200	5,637	5,000	5,000
Minor Capital Outlay	6,536	33,038	39,482	43,000
Capital Outlay	4,657	4,728	3,247	9,720
<b>Total</b>	<b>\$ 63,395</b>	<b>\$ 104,285</b>	<b>\$ 106,691</b>	<b>\$ 117,720</b>

**DRAINAGE PROJECTS**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Support Services	\$ 1,122.00	\$ 2,600.00	\$ -	\$ -
Project Expenses	500,569	3,549,601	-	-
<b>Total</b>	<b>\$ 501,691</b>	<b>\$ 3,552,201</b>	<b>\$ -</b>	<b>\$ -</b>

**NON-DEPARTMENTAL**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expense Summary</b>				
Support Services	\$ 316,809	\$ 330,366	\$ 330,366	\$ 304,263
Designated Expenses	26,779	-	-	-
<b>Total</b>	<b>\$ 343,588</b>	<b>\$ 330,366</b>	<b>\$ 330,366</b>	<b>\$ 304,263</b>



*Dedicated Service – Every Day, for Everyone!*

# Debt Service Fund



*Dedicated Service - Every Day, for Everyone!*

# **DEBT SERVICE FUND**

**Debt Service Fund  
Budget Summary  
FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>	<b>Percent of Budget</b>	<b>% Change from FY 2015 Budget</b>
<b>Revenues</b>						
Ad Valorem Taxes	11,392,896	10,960,000	10,939,476	12,983,774	67.28%	18.47%
Tax Discounts	-	-	-	(324,594)	-1.68%	-100.00%
Delinquent Property Taxes	56,563	-	44,760	116,283	0.60%	100.00%
Ad Valorem To TIRZ	-	-	-	(18,683)	-0.10%	-100.00%
Interest	2,640	-	3,302	10,000	0.05%	100.00%
Miscellaneous Income	4,501	-	-	-	0.00%	0.00%
Transfer from Fund 341	640,088	640,088	640,088	-	0.00%	-100.00%
Transfer from Fund 342	430,750	-	-	-	0.00%	0.00%
Transfer in from Other Funds	1,752,558	1,663,702	1,672,040	4,698,625	24.34%	182.42%
Intergovernmental Revenue	918,448	1,821,270	835,566	1,835,566	9.51%	0.78%
Bond Refunding Proceeds	5,336,356	-	648,337	-	0.00%	0.00%
<b>Total Revenues</b>	<b>20,534,800</b>	<b>15,085,060</b>	<b>14,783,569</b>	<b>19,300,971</b>	<b>100.00%</b>	<b>27.95%</b>
<b>Expenses</b>						
Interest Payments	8,614,803	9,404,074	9,404,074	8,345,603	40.43%	-11.26%
Principal Payments	4,725,000	6,035,000	6,035,000	7,580,000	36.73%	25.60%
Bank fees	22,235	63,810	13,892	15,000	0.07%	-76.49%
Transfers Out	105,201	13,456	21,794	4,698,625	22.77%	100.00%
Issuance Costs	42,144	-	-	-	0.00%	0.00%
Bond Refunding Payment	5,414,211	-	-	-	0.00%	0.00%
<b>Total Expenses</b>	<b>18,923,594</b>	<b>15,516,340</b>	<b>15,474,760</b>	<b>20,639,228</b>	<b>100.00%</b>	<b>33.02%</b>
<b>Net Change In Fund Balance</b>	<b>1,611,206</b>	<b>(431,280)</b>	<b>(691,191)</b>	<b>(1,338,257)</b>		
<b>Fund Balance, Beginning</b>				<b>3,342,777</b>		
<b>Fund Balance, Ending</b>				<b>\$ 2,004,520</b>		

*Decrease in fund balance is planned and results from the drawdown of excessive fund balance to restrain the interest and sinking portion of the tax rate.*



***Dedicated Service – Every Day, for Everyone!***

# TAX INFORMATION

## TAX RATE

---

All taxable property within the City is subject to the assessment, levy, and collection of a continuing, direct annual ad valorem tax sufficient to provide for the payment of principal and interest on all general obligation tax debt within the limits prescribed by law. Article XI, Section 5, of the Texas Constitution is applicable to the City and limits its maximum ad valorem tax rate to \$2.50 per \$100 assessed valuation for all City purposes. The City's FY 2016 rate is well this limit.

By each September 1, or as soon thereafter as practicable, the City Council adopts a tax rate per \$100 assessed valuation for the current year. The tax rate consists of two components: (1) a rate for funding of maintenance and operations expenditures, and (2) a rate for debt service.

## STATE REQUIREMENTS

---

Under the State Tax Code, the City must annually calculate and publicize its "effective tax rate" and "rollback tax rate". The City Council may not adopt a tax rate that produces more revenue than in the prior year until it has held a public hearing on the proposed revenue increase. The hearing is held following a published notice to the taxpayers and otherwise complying with the Tax Code. If the adopted tax rate exceeds the rollback tax rate, the qualified voters of the City by petition, may require that an election be held to determine whether or not to reduce the tax rate adopted for the current year to the rollback rate.

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

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

## **PAYMENT OF TAXES**

---

Current tax notices are mailed out in early October of each year. Current taxes are due by January 31 of each year and incur penalty and interest after that date. There is a 15% attorney fee added after July 1. The penalty and interest rates are as follows:

<u>Month of Payment</u>	<u>Penalty</u>	<u>Interest</u>	<u>Total</u>
February	6%	1%	7%
March	7%	2%	9%
April	8%	3%	11%
May	9%	4%	13%
June	10%	5%	15%
July	12%	6%	18%

## **DISCOUNTS**

---

The City Council of Killeen has elected to provide that current taxes paid prior to December 31 of the year shall be subject to discounts as follows:

Paid October 1 to October 31	3%
Paid November 1 to November 30	2%
Paid December 1 to December 31	1%

**CITY OF KILLEEN  
Annual Budget  
FY 2016**

**- Tax Structure -**

		<u>% of Appraised</u>	<u>Taxes Lost</u>
Total Appraised Value	\$6,017,639,453		
Less: Totally Exempt Property	\$ (406,257,027)	6.75%	(\$3,046,115)
Cap on Homestead Increases	\$ (2,317,627)	0.04%	(\$17,378)
Abatements	\$ (568,325)	0.01%	(\$4,261)
Charitable Organizations	\$ (1,119,187)	0.02%	(\$8,392)
Over 65 Exemptions	\$ (67,739,134)	1.13%	(\$507,908)
Veterans' 100% HS Exemption	\$ (296,899,431)	4.93%	(\$2,226,152)
Veterans' Partial Exemptions	\$ (64,353,076)	1.07%	(\$482,519)
Armed Services Surviving Spouse	\$ (2,810,421)	0.05%	(\$21,073)
Pollution Control	<u>\$ (282,804)</u>	<u>0.00%</u>	<u>(\$2,120)</u>
Total Exemptions	\$ (842,347,032)	14.00%	(\$6,315,918)
Net Taxable Value	<u>\$5,175,292,421</u>	86.00%	
Transfer Adjustment	(\$82,774)		
Freeze Taxable Value	\$231,961,006		
Freeze Tax Levy	<u>\$1,651,063</u>		(\$88,181)
Freeze Adjusted Taxable Value	<u>\$4,943,248,641</u>		
Tax Rate per \$100 Valuation	\$ 0.7498		
Estimated Tax Levy (includes Freeze Actual Tax)	<u>\$ 38,715,541</u>		
<b>Estimated Collections at 98%</b>	<b><u>\$ 37,941,230</u></b>		

**- Comparison of Taxable Value, Levy, and Rates -**

	FY 2013	FY 2014	FY 2015	FY 2016
Freeze Actual Tax	\$ 1,541,488	\$ 1,552,084	\$ 1,569,974	\$ 1,651,063
Freeze Adjusted Taxable Value	\$4,592,445,477	\$4,785,439,345	\$ 4,800,966,116	\$4,943,248,641
Maint & Oper Tax Rate	\$ 0.5056	\$ 0.5041	\$ 0.5229	\$ 0.4938
Debt Service Tax Rate	<u>\$ 0.2372</u>	<u>\$ 0.2387</u>	<u>\$ 0.2269</u>	<u>\$ 0.2560</u>
Total Tax Rate	\$ 0.7428	\$ 0.7428	\$ 0.7498	\$ 0.7498
Tax Levy	<u>\$ 35,654,173</u>	<u>\$ 37,098,327</u>	<u>\$ 37,567,618</u>	<u>\$ 38,715,541</u>



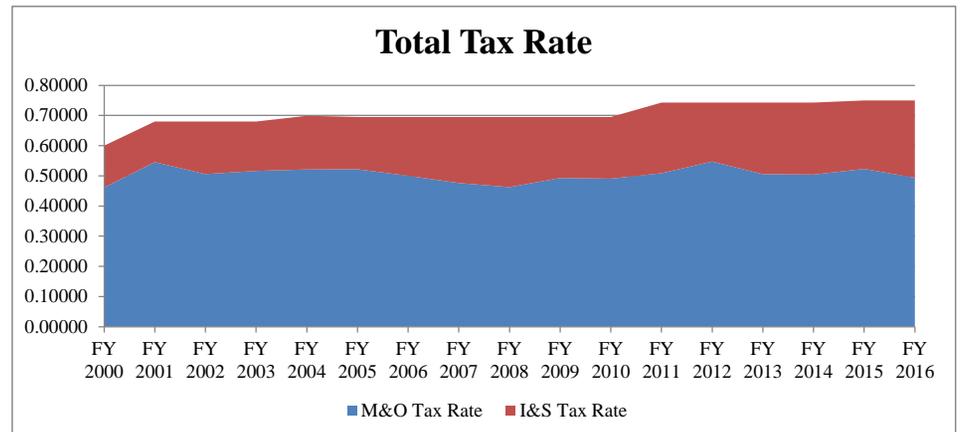
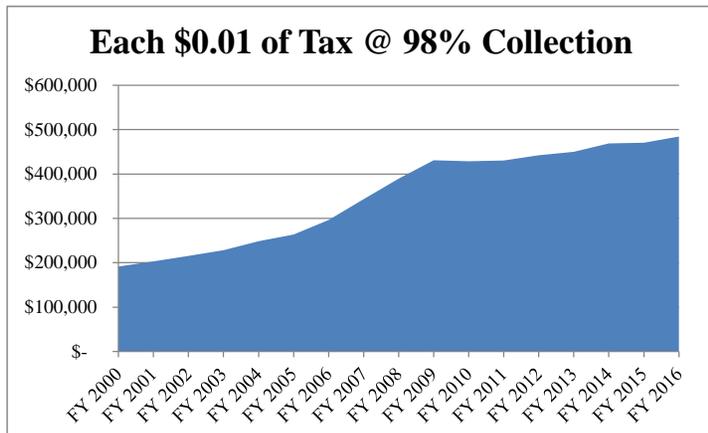
Each \$1,000,000 of taxable valuation at 98% collection produces \$ 7,348



Each \$0.01 of tax at 98% collection produces \$ 484,438

**CITY OF KILLEEN**  
**Annual Budget**  
**FY 2016**  
**- HISTORICAL TAX DATA -**

Fiscal Year	Tax Year	M&O Tax Rate	I&S Tax Rate	Total Tax Rate*	Appraised Value	Taxable Value	Freeze Adjusted Taxable Value	Freeze Tax Levy	Tax Levy	Each \$0.01 of tax @ 98% collection
FY 2000	1999	0.46120	0.13880	0.60000	\$ 2,197,742,274	\$ 1,954,482,363	\$ 1,954,482,363	\$ -	\$ 11,726,894	\$ 191,539
FY 2001	2000	0.54540	0.13460	0.68000	\$ 2,319,205,634	\$ 2,072,918,747	\$ 2,072,918,747	\$ -	\$ 14,095,847	\$ 203,146
FY 2002	2001	0.50580	0.17420	0.68000	\$ 2,453,095,984	\$ 2,198,181,894	\$ 2,198,181,894	\$ -	\$ 14,947,637	\$ 215,422
FY 2003	2002	0.51620	0.16380	0.68000	\$ 2,618,622,621	\$ 2,330,164,265	\$ 2,330,164,265	\$ -	\$ 15,845,117	\$ 228,356
FY 2004	2003	0.52110	0.17790	0.69900	\$ 2,849,821,601	\$ 2,536,247,292	\$ 2,536,247,292	\$ -	\$ 17,728,369	\$ 248,552
FY 2005	2004	0.52180	0.17320	0.69500	\$ 3,013,700,074	\$ 2,690,294,155	\$ 2,690,294,155	\$ -	\$ 18,697,544	\$ 263,649
FY 2006	2005	0.50020	0.19480	0.69500	\$ 3,383,389,073	\$ 3,024,014,497	\$ 3,024,014,497	\$ -	\$ 21,016,901	\$ 296,353
FY 2007	2006	0.47620	0.21880	0.69500	\$ 3,891,637,052	\$ 3,503,324,989	\$ 3,503,324,989	\$ -	\$ 24,348,109	\$ 343,326
FY 2008	2007	0.46256	0.23244	0.69500	\$ 4,363,030,088	\$ 3,975,581,548	\$ 3,975,581,548	\$ -	\$ 27,630,292	\$ 389,607
FY 2009	2008	0.49281	0.20219	0.69500	\$ 4,797,496,514	\$ 4,398,110,371	\$ 4,398,110,371	\$ -	\$ 30,566,867	\$ 431,015
FY 2010	2009	0.49057	0.20443	0.69500	\$ 5,083,927,923	\$ 4,565,643,251	\$ 4,375,096,971	\$ 1,308,960	\$ 31,715,884	\$ 428,760
FY 2011	2010	0.50872	0.23408	0.74280	\$ 5,139,160,999	\$ 4,598,247,312	\$ 4,392,742,421	\$ 1,438,360	\$ 34,067,651	\$ 430,489
FY 2012	2011	0.54734	0.19546	0.74280	\$ 5,287,187,452	\$ 4,726,643,478	\$ 4,513,081,476	\$ 1,488,748	\$ 35,011,917	\$ 442,282
FY 2013	2012	0.50563	0.23717	0.74280	\$ 5,424,952,057	\$ 4,811,938,035	\$ 4,592,445,477	\$ 1,541,488	\$ 35,654,173	\$ 450,060
FY 2014	2013	0.50410	0.23870	0.74280	\$ 5,677,195,525	\$ 5,004,176,039	\$ 4,785,439,345	\$ 1,552,084	\$ 37,098,327	\$ 468,973
FY 2015	2014	0.52290	0.22690	0.74980	\$ 5,784,580,161	\$ 5,019,547,844	\$ 4,800,966,116	\$ 1,569,974	\$ 37,567,618	\$ 470,495
FY 2016	2015	0.49380	0.25600	0.74980	\$ 6,017,639,453	\$ 5,175,292,421	\$ 4,943,248,641	\$ 1,651,063	\$ 38,715,541	\$ 484,438



# BONDED DEBT

The cost of acquisition for large capital items and the construction of infrastructure sometimes exceed the amount of funding available from operating revenues and resources. When this occurs, the City may issue long-term debt obligations, typically bonds and certificates of obligation. These issues require greater legal formality than bank loans and some may also require voter approval.

## TYPES OF DEBT

---

The City of Killeen has three types of debt outstanding. **General obligation debt** is backed by the full faith and credit of the City; in other words, the debt is guaranteed by a pledge of ad valorem taxes.

**Revenue debt** is payable from a specific source of revenue and does not affect the ad valorem tax rate. Revenue debt typically has a "coverage" requirement pursuant to the particular debt covenants. Coverage is the ratio of net pledged revenues to related debt service for a specific year.

**Combination debt** is backed by a cross-pledge of taxes and revenues from a specific source of revenue. The City's combination debt is repaid with a combination of ad valorem taxes, water and sewer revenues, and sales tax revenues.

A schedule of outstanding debt issues and debt service requirements appears on the immediately following pages.

## DEBT POLICY

---

The City's debt service management policies are designed to comply with the legal provisions of the various bond ordinance and covenants governing the debt issue. City policy is to maintain a fund balance reserve of at least two months of annual appropriated expenditures for debt service and any associated fees.

When the City of Killeen utilizes long-term financing, it will ensure that the debt is soundly financed by:

- Conservatively projecting the revenue sources that will be utilized to pay the debt.
- Financing the improvement over a period not greater than the useful life of the improvement.
- Determining that the cost benefit of the improvement including interest costs is positive.

The City's debt management objective is to maintain level debt service that does not adversely impact tax or utility rates and does not hinder the City's ability to effectively operate the utility systems, street network, or other facilities. The City's debt payments must stay within provisions of state law, bond covenants, and council adopted policies. All of these criteria and objectives are met with the debt financing proposed in this budget.

The most recent debt issuances of the City of Killeen earned ratings as follows:

<u>Bond Type</u>	<u>Standard &amp; Poors</u>	<u>Fitch</u>
General Obligation	AA	AA
Certificate of Obligation	AA	AA
Waterworks and Sewer System Revenue Bonds	AA	AA

## **DEBT LIMIT**

---

No direct funded debt limitation is imposed on the City under current State law or the City Charter. Article XI, Section 5, of the Texas Constitution is applicable to the City, and limits its maximum ad valorem rate to \$2.50 per \$100 of assessed valuation for all City purposes. The City's FY 2016 tax rate is well below all of the aforementioned limits.

Following is an analysis of the City of Killeen's total assessed value for the 2015 tax roll, a calculation of the maximum amount the City can designate for debt service requirements, and the actual amount to be expended for general obligation debt service during fiscal year 2016:

Assessed Value, 2015 Tax Roll	\$5,175,292,421
Limit on Amount Designated for Debt Service	<u>X 2.5%</u>
Legal Limit	<u>\$ 129,382,310</u>
General Obligation Debt Service FY 2016	<u>\$ 15,940,603</u>



***Dedicated Service – Every Day, for Everyone!***

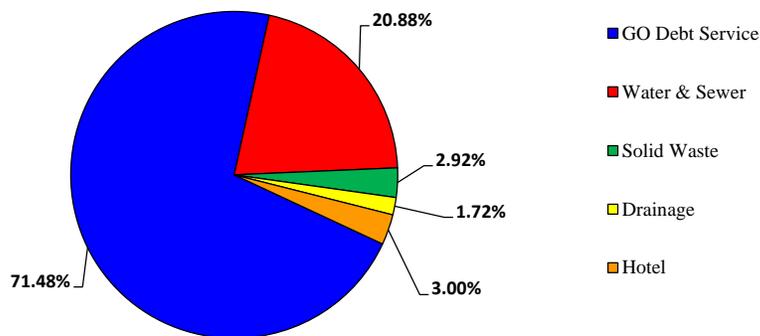
**City of Killeen  
Annual Budget  
FY 2016  
City Wide Bonded Debt**

Issue	Maturity Date	---Interest Rates---		Original Issue	Outstanding 10/01/15
		Low	High		
2007 Revenue	08/15/2016	4.00%	5.00%	21,165,000	800,000
2009 CO's	08/01/2029	2.75%	4.35%	8,500,000	7,025,000
2009 GO's	08/01/2034	3.00%	4.80%	13,175,000	11,590,000
2010 Refunding GO's	08/01/2030	2.00%	4.00%	13,330,000	10,485,000
2010 Revenue Refunding Bonds	08/15/2021	2.00%	4.00%	6,870,000	4,140,000
2011 CO's	08/01/2036	2.00%	5.00%	32,040,000	31,310,000
2011 Refunding GO's	08/01/2023	2.00%	5.00%	6,875,000	5,390,000
2011 Pass Through Bonds	08/01/2034	2.00%	5.00%	18,060,000	17,480,000
2011 Revenue Refunding Bonds	8/15/2022	2.00%	5.00%	11,135,000	9,880,000
2011A Pass Through Bonds	08/01/2035	2.00%	5.00%	31,400,000	31,400,000
2012 CO's	08/01/2032	2.00%	3.00%	6,765,000	6,665,000
2012 Revenue Refunding Bonds	08/15/2027	2.98%	2.98%	7,365,000	7,225,000
2012 Refunding & Improvement GO's	08/01/2032	2.00%	5.00%	25,715,000	25,115,000
2013 Refunding GO's	08/01/2032	2.00%	5.00%	41,225,000	40,675,000
2013 Revenue Refunding & Improvement	08/15/2033	2.00%	5.00%	29,030,000	28,040,000
2013 Revenue Refunding Bonds	08/15/2019	0.40%	1.62%	8,270,000	5,735,000
2014 CO's	08/01/2039	2.00%	5.00%	13,060,000	13,060,000
2014 Refunding & Improvement GO's	08/01/2034	2.00%	5.00%	11,320,000	11,320,000
\$305,300,000					
<b>Total Bonded Debt Outstanding</b>					<b>\$267,335,000</b>

**By Fund:**

Issue	Last Maturity Date	---Interest Rates---		Original Issues	Outstanding 10/01/15
		Low	High		
GO Debt	08/01/2039	2.00%	5.00%	\$198,680,000	\$191,100,000
Water & Sewer	08/15/2033	0.40%	5.00%	83,835,000	55,820,000
Solid Waste	08/01/2030	2.00%	5.00%	8,215,000	7,805,000
Drainage	08/01/2026	2.00%	5.00%	4,645,000	4,590,000
Hotel	08/01/2031	2.00%	5.00%	9,925,000	8,020,000
\$305,300,000					
<b>Total Bonded Debt Outstanding</b>					<b>\$267,335,000</b>

**Bonded Debt Outstanding**



**City of Killeen  
Annual Budget  
FY 2016  
City Wide Debt  
Schedule of Requirements**

Fiscal Year	2007 Revenue		2009 CO's		2009 GO's		2010 Refunding GO's		2010 Revenue Refunding Bonds	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
FY 2016	800,000	30,000	360,000	273,095	370,000	502,013	605,000	419,400	805,000	165,600
FY 2017			375,000	262,295	390,000	487,213	630,000	395,200	770,000	133,400
FY 2018			395,000	250,108	410,000	471,613	660,000	370,000	655,000	102,600
FY 2019			415,000	237,271	430,000	455,213	685,000	343,600	630,000	76,400
FY 2020			435,000	223,576	455,000	438,013	715,000	316,200	625,000	51,200
FY 2021			455,000	208,351	480,000	419,813	745,000	287,600	655,000	26,200
FY 2022			480,000	191,516	505,000	400,613	780,000	257,800		
FY 2023			505,000	172,796	530,000	380,413	810,000	226,600		
FY 2024			530,000	152,596	555,000	359,213	845,000	194,200		
FY 2025			555,000	131,131	585,000	336,458	885,000	160,400		
FY 2026			585,000	108,098	615,000	311,888	920,000	125,000		
FY 2027			615,000	83,235	650,000	285,750	520,000	88,200		
FY 2028			645,000	57,098	685,000	257,800	540,000	67,400		
FY 2029			675,000	29,363	720,000	228,345	560,000	45,800		
FY 2030					760,000	195,945	585,000	23,400		
FY 2031					795,000	161,745				
FY 2032					840,000	125,970				
FY 2033					885,000	87,120				
FY 2034					930,000	44,640				
FY 2035										
FY 2036										
FY 2037										
FY 2038										
FY 2039										
<b>Totals</b>	<b>\$ 800,000</b>	<b>\$ 30,000</b>	<b>\$ 7,025,000</b>	<b>\$ 2,380,529</b>	<b>\$11,590,000</b>	<b>\$ 5,949,778</b>	<b>\$ 10,485,000</b>	<b>\$ 3,320,800</b>	<b>\$ 4,140,000</b>	<b>\$ 555,400</b>

**City of Killeen  
Annual Budget  
FY 2016  
City Wide Debt  
Schedule of Requirements**

Fiscal Year	2011 CO's		2011 Revenue Refunding Bonds		2011 Pass Through Bonds		2011 Refunding GO's		2011A Pass Through Bonds	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
FY 2016	910,000	1,501,825	575,000	213,050	595,000	849,900	1,230,000	427,000	1,070,000	1,280,175
FY 2017	940,000	1,474,525	600,000	195,800	610,000	832,050	1,275,000	377,800	1,090,000	1,258,775
FY 2018	965,000	1,446,325	625,000	177,800	630,000	813,750	1,345,000	326,800	1,125,000	1,226,075
FY 2019	1,015,000	1,398,075	650,000	159,050	660,000	782,250	1,395,000	273,000	1,155,000	1,192,325
FY 2020	1,065,000	1,347,325	680,000	133,050	695,000	749,250	1,455,000	217,200	1,215,000	1,134,575
FY 2021	1,120,000	1,294,075	715,000	105,850	730,000	714,500	1,515,000	159,000	1,275,000	1,073,825
FY 2022	1,175,000	1,238,075	750,000	77,250	765,000	678,000	1,665,000	83,250	1,340,000	1,010,075
FY 2023	1,235,000	1,179,325	795,000	39,750	805,000	639,750			1,380,000	969,875
FY 2024	1,295,000	1,117,575			845,000	599,500			1,420,000	926,750
FY 2025	1,360,000	1,052,825			885,000	557,250			1,470,000	880,600
FY 2026	1,425,000	984,825			930,000	513,000			1,540,000	807,100
FY 2027	1,500,000	913,575			975,000	466,500			1,620,000	730,100
FY 2028	1,575,000	838,575			1,025,000	417,750			1,700,000	649,100
FY 2029	1,650,000	759,825			1,080,000	366,500			1,770,000	581,100
FY 2030	1,735,000	677,325			1,130,000	312,500			1,840,000	510,300
FY 2031	1,820,000	590,575			1,190,000	256,000			1,910,000	436,700
FY 2032	1,910,000	499,575			1,245,000	196,500			1,990,000	357,913
FY 2033	2,010,000	404,075			1,310,000	134,250			2,075,000	275,825
FY 2034	2,100,000	311,113			1,375,000	68,750			2,160,000	187,638
FY 2035	2,200,000	213,988							2,255,000	95,838
FY 2036	2,305,000	109,488								
FY 2037										
FY 2038										
FY 2039										
<b>Totals</b>	<b>\$ 31,310,000</b>	<b>\$ 19,352,889</b>	<b>\$ 5,390,000</b>	<b>\$ 1,101,600</b>	<b>\$ 17,480,000</b>	<b>\$ 9,947,950</b>	<b>\$ 9,880,000</b>	<b>\$ 1,864,050</b>	<b>\$ 31,400,000</b>	<b>\$ 15,584,664</b>

**City of Killeen  
Annual Budget  
FY 2016  
City Wide Debt  
Schedule of Requirements**

Fiscal Year	2012 CO's		2012 Revenue Refunding Bonds		2012 Refunding & Improvement GO's		2013 Refunding GO's		2013 Revenue Refunding & Improvement	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
FY 2016	315,000	173,688	55,000	215,305	1,275,000	1,107,269	-	1,834,794	-	1,186,956
FY 2017	320,000	167,388	60,000	213,666	1,300,000	1,069,019	180,000	1,834,794	830,000	1,186,956
FY 2018	325,000	160,988	60,000	211,878	1,360,000	1,017,019	955,000	1,831,194	1,670,000	1,170,356
FY 2019	335,000	154,488	60,000	210,090	1,410,000	962,619	2,545,000	1,802,544	1,720,000	1,120,256
FY 2020	340,000	147,788	65,000	208,302	1,455,000	920,319	2,645,000	1,700,744	1,790,000	1,051,456
FY 2021	350,000	140,988	65,000	206,365	1,525,000	847,569	2,730,000	1,621,394	1,890,000	979,856
FY 2022	360,000	133,988	70,000	204,428	1,605,000	771,319	2,860,000	1,484,894	1,940,000	904,256
FY 2023	375,000	126,788	1,860,000	202,342	1,680,000	691,069	3,010,000	1,341,894	2,020,000	816,956
FY 2024	385,000	118,350	3,045,000	146,914	1,770,000	607,069	3,155,000	1,191,394	1,040,000	726,056
FY 2025	395,000	106,800	-	56,173	1,855,000	518,569	3,315,000	1,033,644	2,785,000	684,456
FY 2026	410,000	94,950	-	56,173	1,945,000	425,819	3,475,000	867,894	2,880,000	573,056
FY 2027	420,000	82,650	1,885,000	56,173	2,050,000	328,569	2,495,000	694,144	1,185,000	429,056
FY 2028	435,000	70,050			2,150,000	226,069	2,620,000	569,394	1,245,000	369,806
FY 2029	450,000	57,000			2,255,000	118,569	2,750,000	438,394	1,305,000	307,556
FY 2030	465,000	43,500			1,315,000	48,101	2,545,000	300,894	1,345,000	265,144
FY 2031	485,000	29,550			80,000	5,363	2,630,000	221,363	1,395,000	219,750
FY 2032	500,000	15,000			85,000	2,763	2,765,000	89,863	1,465,000	150,000
FY 2033									1,535,000	76,750
FY 2034										
FY 2035										
FY 2036										
FY 2037										
FY 2038										
FY 2039										
<b>Totals</b>	<b>\$ 6,665,000</b>	<b>\$ 1,823,954</b>	<b>\$ 7,225,000</b>	<b>\$ 1,987,809</b>	<b>\$25,115,000</b>	<b>\$ 9,667,093</b>	<b>\$ 40,675,000</b>	<b>\$18,859,236</b>	<b>\$ 28,040,000</b>	<b>\$ 12,218,678</b>

**City of Killeen  
Annual Budget  
FY 2016  
City Wide Debt  
Schedule of Requirements**

Fiscal Year	2013 Revenue Refunding Bonds		2014 CO's		2014 Refunding & Improvement GO's		Annual Totals		
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Total
FY 2016	2,185,000	63,313	105,000	566,300	2,075,000	454,000	13,330,000	11,263,683	24,593,683
FY 2017	2,270,000	44,479	195,000	564,200	2,140,000	391,750	13,975,000	10,889,310	24,864,310
FY 2018	605,000	19,236	200,000	558,350	1,675,000	306,150	13,660,000	10,460,242	24,120,242
FY 2019	675,000	10,942	385,000	550,350	250,000	239,150	14,415,000	9,967,623	24,382,623
FY 2020			400,000	534,950	260,000	231,650	14,295,000	9,405,598	23,700,598
FY 2021			415,000	522,950	270,000	221,250	14,935,000	8,829,586	23,764,586
FY 2022			430,000	506,350	280,000	210,450	15,005,000	8,152,264	23,157,264
FY 2023			445,000	489,150	290,000	199,250	15,740,000	7,475,958	23,215,958
FY 2024			465,000	471,350	300,000	187,650	15,650,000	6,798,617	22,448,617
FY 2025			485,000	452,750	315,000	175,650	14,890,000	6,146,706	21,036,706
FY 2026			500,000	433,350	325,000	163,050	15,550,000	5,464,203	21,014,203
FY 2027			520,000	413,350	340,000	150,050	14,775,000	4,721,352	19,496,352
FY 2028			545,000	392,550	355,000	136,450	13,520,000	4,052,042	17,572,042
FY 2029			565,000	370,750	370,000	122,250	14,150,000	3,425,452	17,575,452
FY 2030			595,000	342,500	385,000	103,750	12,700,000	2,823,359	15,523,359
FY 2031			625,000	312,750	405,000	84,500	11,335,000	2,318,296	13,653,296
FY 2032			655,000	281,500	425,000	64,250	11,880,000	1,783,334	13,663,334
FY 2033			685,000	248,750	445,000	43,000	8,945,000	1,269,770	10,214,770
FY 2034			720,000	214,500	415,000	20,750	7,700,000	847,391	8,547,391
FY 2035			755,000	178,500			5,210,000	488,326	5,698,326
FY 2036			790,000	145,850			3,095,000	255,338	3,350,338
FY 2037			825,000	111,700			825,000	111,700	936,700
FY 2038			860,000	76,000			860,000	76,000	936,000
FY 2039			895,000	38,750			895,000	38,750	933,750
<b>Totals</b>	<b>\$ 5,735,000</b>	<b>\$ 137,970</b>	<b>\$13,060,000</b>	<b>\$ 8,777,500</b>	<b>\$ 11,320,000</b>	<b>\$ 3,505,000</b>	<b>\$ 267,335,000</b>	<b>\$ 117,064,900</b>	<b>\$ 384,399,900</b>



***Dedicated Service – Every Day, for Everyone!***

**City of Killeen  
Annual Budget  
FY 2016  
General Obligation Debt  
Schedule of Bonded Debt**

Issue	Maturity Date	---Interest Rates---		Original Issue	Outstanding 10/01/15
		Low	High		
2009 CO's - GO Portion	08/01/2029	2.75%	4.35%	6,500,000	5,435,000
2009 GO's	08/01/2034	3.00%	4.80%	13,175,000	11,590,000
2010 GO Refunding Bonds - GO Portion	08/01/2026	2.00%	4.00%	4,830,000	3,725,000
2011 CO's - GO Portion	08/01/2036	2.00%	5.00%	30,615,000	30,050,000
2011 Pass Through Bonds	08/01/2034	2.00%	5.00%	18,060,000	17,480,000
2011 GO Refunding Bonds	08/01/2023	3.25%	5.00%	6,875,000	5,390,000
2011A Pass Through Bonds	08/01/2035	2.00%	5.00%	31,400,000	31,400,000
2012 CO's	08/01/2032	2.00%	3.00%	6,765,000	6,665,000
2012 Refunding & Impr GO's - GO Portion	08/01/2032	2.00%	5.00%	19,500,000	18,900,000
2013 Refunding GO's - GO Portion	08/01/2032	2.00%	5.00%	37,290,000	36,795,000
2014 CO's	08/01/2039	2.00%	5.00%	13,060,000	13,060,000
2014 Refunding & Impr GO's - GO Portion	08/01/2034	2.00%	5.00%	10,610,000	10,610,000
				\$ 198,680,000	
<b>Total General Obligation Debt Outstanding</b>					<b>\$ 191,100,000</b>

**City of Killeen  
Annual Budget  
FY 2016  
General Obligation Debt  
Schedule of Requirements**

Fiscal Year	2009 CO's GO Portion		2009 GO's		2010 Refunding GO's GO Portion		2011 CO's GO Portion		2011 Pass Through Bonds		2011 Refunding GO's		2011A Pass Through Bonds	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
FY 2016	275,000	211,350	370,000	502,013	265,000	149,000	855,000	1,441,025	595,000	849,900	575,000	213,050	1,070,000	1,280,175
FY 2017	290,000	203,100	390,000	487,213	280,000	138,400	885,000	1,415,375	610,000	832,050	600,000	195,800	1,090,000	1,258,775
FY 2018	305,000	193,675	410,000	471,613	295,000	127,200	905,000	1,388,825	630,000	813,750	625,000	177,800	1,125,000	1,226,075
FY 2019	320,000	183,763	430,000	455,213	305,000	115,400	955,000	1,343,575	660,000	782,250	650,000	159,050	1,155,000	1,192,325
FY 2020	335,000	173,203	455,000	438,013	320,000	103,200	1,000,000	1,295,825	695,000	749,250	680,000	133,050	1,215,000	1,134,575
FY 2021	355,000	161,478	480,000	419,813	335,000	90,400	1,050,000	1,245,825	730,000	714,500	715,000	105,850	1,275,000	1,073,825
FY 2022	370,000	148,343	505,000	400,613	350,000	77,000	1,105,000	1,193,325	765,000	678,000	750,000	77,250	1,340,000	1,010,075
FY 2023	390,000	133,913	530,000	380,413	365,000	63,000	1,160,000	1,138,075	805,000	639,750	795,000	39,750	1,380,000	969,875
FY 2024	410,000	118,313	555,000	359,213	385,000	48,400	1,215,000	1,080,075	845,000	599,500			1,420,000	926,750
FY 2025	430,000	101,708	585,000	336,458	405,000	33,000	1,275,000	1,019,325	885,000	557,250			1,470,000	880,600
FY 2026	455,000	83,863	615,000	311,888	420,000	16,800	1,340,000	955,575	930,000	513,000			1,540,000	807,100
FY 2027	475,000	64,525	650,000	285,750			1,410,000	888,575	975,000	466,500			1,620,000	730,100
FY 2028	500,000	44,338	685,000	257,800			1,480,000	818,075	1,025,000	417,750			1,700,000	649,100
FY 2029	525,000	22,838	720,000	228,345			1,550,000	744,075	1,080,000	366,500			1,770,000	581,100
FY 2030			760,000	195,945			1,630,000	666,575	1,130,000	312,500			1,840,000	510,300
FY 2031			795,000	161,745			1,710,000	585,075	1,190,000	256,000			1,910,000	436,700
FY 2032			840,000	125,970			1,910,000	499,575	1,245,000	196,500			1,990,000	357,913
FY 2033			885,000	87,120			2,010,000	404,075	1,310,000	134,250			2,075,000	275,825
FY 2034			930,000	44,640			2,100,000	311,113	1,375,000	68,750			2,160,000	187,638
FY 2035							2,200,000	213,988					2,255,000	95,838
FY 2036							2,305,000	109,488						
FY 2037														
FY 2038														
FY 2039														
<b>Totals</b>	<b>\$ 5,435,000</b>	<b>\$ 1,844,410</b>	<b>\$ 11,590,000</b>	<b>\$ 5,949,778</b>	<b>\$ 3,725,000</b>	<b>\$ 961,800</b>	<b>\$ 30,050,000</b>	<b>\$ 18,757,439</b>	<b>\$ 17,480,000</b>	<b>\$ 9,947,950</b>	<b>\$ 5,390,000</b>	<b>\$ 1,101,600</b>	<b>\$ 31,400,000</b>	<b>\$ 15,584,664</b>

**City of Killeen  
Annual Budget  
FY 2016  
General Obligation Debt  
Schedule of Requirements**

Fiscal Year	2012 CO's		2012 Refunding & Impr GO's GO Portion		2013 Refunding GO's GO Portion		2014 CO's		2014 Refunding & Impr GO's GO Portion		Annual Totals		
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Total
FY 2016	315,000	173,688	970,000	835,656	-	1,659,694	105,000	566,300	1,725,000	429,100	7,120,000	8,310,951	15,430,951
FY 2017	320,000	167,388	985,000	806,556	180,000	1,659,694	195,000	564,200	1,780,000	377,350	7,605,000	8,105,901	15,710,901
FY 2018	325,000	160,988	1,035,000	767,156	590,000	1,656,094	200,000	558,350	1,675,000	306,150	8,120,000	7,847,676	15,967,676
FY 2019	335,000	154,488	1,070,000	725,756	2,165,000	1,638,394	385,000	550,350	250,000	239,150	8,680,000	7,539,714	16,219,714
FY 2020	340,000	147,788	1,105,000	693,656	2,255,000	1,551,794	400,000	534,950	260,000	231,650	9,060,000	7,186,954	16,246,954
FY 2021	350,000	140,988	1,160,000	638,406	2,325,000	1,484,144	415,000	522,950	270,000	221,250	9,460,000	6,819,429	16,279,429
FY 2022	360,000	133,988	1,225,000	580,406	2,435,000	1,367,894	430,000	506,350	280,000	210,450	9,915,000	6,383,694	16,298,694
FY 2023	375,000	126,788	1,280,000	519,156	2,565,000	1,246,144	445,000	489,150	290,000	199,250	10,380,000	5,945,264	16,325,264
FY 2024	385,000	118,350	1,345,000	455,156	2,690,000	1,117,894	465,000	471,350	300,000	187,650	10,015,000	5,482,651	15,497,651
FY 2025	395,000	106,800	1,410,000	387,906	2,825,000	983,394	485,000	452,750	315,000	175,650	10,480,000	5,034,841	15,514,841
FY 2026	410,000	94,950	1,480,000	317,406	2,960,000	842,144	500,000	433,350	325,000	163,050	10,975,000	4,539,126	15,514,126
FY 2027	420,000	82,650	1,560,000	243,406	2,495,000	694,144	520,000	413,350	340,000	150,050	10,465,000	4,019,050	14,484,050
FY 2028	435,000	70,050	1,635,000	165,406	2,620,000	569,394	545,000	392,550	355,000	136,450	10,980,000	3,520,913	14,500,913
FY 2029	450,000	57,000	1,715,000	83,656	2,750,000	438,394	565,000	370,750	370,000	122,250	11,495,000	3,014,908	14,509,908
FY 2030	465,000	43,500	760,000	30,063	2,545,000	300,894	595,000	342,500	385,000	103,750	10,110,000	2,506,027	12,616,027
FY 2031	485,000	29,550	80,000	5,363	2,630,000	221,363	625,000	312,750	405,000	84,500	9,830,000	2,093,046	11,923,046
FY 2032	500,000	15,000	85,000	2,763	2,765,000	89,863	655,000	281,500	425,000	64,250	10,415,000	1,633,334	12,048,334
FY 2033							685,000	248,750	445,000	43,000	7,410,000	1,193,020	8,603,020
FY 2034							720,000	214,500	415,000	20,750	7,700,000	847,391	8,547,391
FY 2035							755,000	178,500			5,210,000	488,326	5,698,326
FY 2036							790,000	145,850			3,095,000	255,338	3,350,338
FY 2037							825,000	111,700			825,000	111,700	936,700
FY 2038							860,000	76,000			860,000	76,000	936,000
FY 2039							895,000	38,750			895,000	38,750	933,750
<b>Totals</b>	<b>\$ 6,665,000</b>	<b>\$ 1,823,954</b>	<b>\$ 18,900,000</b>	<b>\$ 7,257,873</b>	<b>\$ 36,795,000</b>	<b>\$ 17,521,336</b>	<b>\$ 13,060,000</b>	<b>\$ 8,777,500</b>	<b>\$ 10,610,000</b>	<b>\$ 3,465,700</b>	<b>\$ 191,100,000</b>	<b>\$ 92,994,004</b>	<b>\$ 284,094,004</b>



*Dedicated Service – Every Day, for Everyone!*

**City of Killeen  
Annual Budget  
FY 2016  
Water & Sewer Debt  
Schedule of Bonded Debt**

Issue	Maturity Date	--Interest Rates-- Low      High		Original Issue	Outstanding 10/01/15
2007 Revenue Bonds	08/15/2016	4.00%	5.00%	\$ 21,165,000	\$ 800,000
2010 Refunding	08/15/2021	2.00%	4.00%	6,870,000	4,140,000
2011 Refunding	8/15/2022	3.75%	5.00%	11,135,000	9,880,000
2012 Refunding	08/15/2027	2.98%	2.98%	7,365,000	7,225,000
2013 Refunding & Improvement	08/15/2033	2.00%	5.00%	29,030,000	28,040,000
2013 Refunding Bonds	08/15/2019	0.40%	1.62%	8,270,000	5,735,000
				\$ 83,835,000	
<b>Total Revenue Debt Outstanding</b>					<b>\$ 55,820,000</b>

**City of Killeen  
Annual Budget  
FY 2016  
Water & Sewer Debt  
Schedule of Requirements**

Fiscal Year	2007 Revenue		2010 Refunding		2011 Refunding		2012 Refunding		2013 Refunding & Improvement		2013 Refunding		Annual Totals		
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Total
FY 2016	800,000	30,000	805,000	165,600	1,230,000	427,000	55,000	215,305	-	1,186,956	2,185,000	63,313	5,075,000	2,088,174	7,163,174
FY 2017			770,000	133,400	1,275,000	377,800	60,000	213,666	830,000	1,186,956	2,270,000	44,479	5,205,000	1,956,301	7,161,301
FY 2018			655,000	102,600	1,345,000	326,800	60,000	211,878	1,670,000	1,170,356	605,000	19,236	4,335,000	1,830,870	6,165,870
FY 2019			630,000	76,400	1,395,000	273,000	60,000	210,090	1,720,000	1,120,256	675,000	10,942	4,480,000	1,690,688	6,170,688
FY 2020			625,000	51,200	1,455,000	217,200	65,000	208,302	1,790,000	1,051,456			3,935,000	1,528,158	5,463,158
FY 2021			655,000	26,200	1,515,000	159,000	65,000	206,365	1,890,000	979,856			4,125,000	1,371,421	5,496,421
FY 2022					1,665,000	83,250	70,000	204,428	1,940,000	904,256			3,675,000	1,191,934	4,866,934
FY 2023							1,860,000	202,342	2,020,000	816,956			3,880,000	1,019,298	4,899,298
FY 2024							3,045,000	146,914	1,040,000	726,056			4,085,000	872,970	4,957,970
FY 2025							-	56,173	2,785,000	684,456			2,785,000	740,629	3,525,629
FY 2026							-	56,173	2,880,000	573,056			2,880,000	629,229	3,509,229
FY 2027							1,885,000	56,173	1,185,000	429,056			3,070,000	485,229	3,555,229
FY 2028									1,245,000	369,806			1,245,000	369,806	1,614,806
FY 2029									1,305,000	307,556			1,305,000	307,556	1,612,556
FY 2030									1,345,000	265,144			1,345,000	265,144	1,610,144
FY 2031									1,395,000	219,750			1,395,000	219,750	1,614,750
FY 2032									1,465,000	150,000			1,465,000	150,000	1,615,000
FY 2033									1,535,000	76,750			1,535,000	76,750	1,611,750
<b>Totals</b>	<b>\$ 800,000</b>	<b>\$ 30,000</b>	<b>\$ 4,140,000</b>	<b>\$ 555,400</b>	<b>\$ 9,880,000</b>	<b>\$ 1,864,050</b>	<b>\$ 7,225,000</b>	<b>\$ 1,987,809</b>	<b>\$ 28,040,000</b>	<b>\$ 12,218,678</b>	<b>\$ 5,735,000</b>	<b>\$ 137,970</b>	<b>\$ 55,820,000</b>	<b>\$ 16,793,907</b>	<b>\$ 72,613,907</b>

**City of Killeen  
Annual Budget  
FY 2016  
Solid Waste Fund Debt  
Schedule of Bonded Debt**

Issue	Maturity Date	--Interest Rates-- Low High		Original Issue	Outstanding 10/01/15
2009 CO's - SW Portion	08/01/2029	2.75%	4.35%	\$ 2,000,000	\$ 1,590,000
2012 Refunding & Improvement GO's - SW Portion	08/01/2030	2.00%	5.00%	6,215,000	6,215,000
				\$ 8,215,000	
<b>Total Revenue Debt Outstanding</b>					<b>\$ 7,805,000</b>

**City of Killeen  
Annual Budget  
FY 2016  
Solid Waste Fund Debt  
Schedule of Requirements**

Fiscal Year	2009 CO's		2012 Refunding & Impr GO's		Annual Totals		
	Solid Waste Portion Principal	Interest	Solid Waste Portion Principal	Interest	Principal	Interest	Total
FY 2016	85,000	61,745	305,000	271,613	390,000	333,358	723,358
FY 2017	85,000	59,195	315,000	262,463	400,000	321,658	721,658
FY 2018	90,000	56,433	325,000	249,863	415,000	306,296	721,296
FY 2019	95,000	53,508	340,000	236,863	435,000	290,371	725,371
FY 2020	100,000	50,373	350,000	226,663	450,000	277,036	727,036
FY 2021	100,000	46,873	365,000	209,163	465,000	256,036	721,036
FY 2022	110,000	43,173	380,000	190,913	490,000	234,086	724,086
FY 2023	115,000	38,883	400,000	171,913	515,000	210,796	725,796
FY 2024	120,000	34,283	425,000	151,913	545,000	186,196	731,196
FY 2025	125,000	29,423	445,000	130,663	570,000	160,086	730,086
FY 2026	130,000	24,235	465,000	108,413	595,000	132,648	727,648
FY 2027	140,000	18,710	490,000	85,163	630,000	103,873	733,873
FY 2028	145,000	12,760	515,000	60,663	660,000	73,423	733,423
FY 2029	150,000	6,525	540,000	34,913	690,000	41,438	731,438
FY 2030			555,000	18,038	555,000	18,038	573,038
<b>Totals</b>	<b>\$ 1,590,000</b>	<b>\$ 536,119</b>	<b>\$ 6,215,000</b>	<b>\$ 2,409,220</b>	<b>\$ 7,805,000</b>	<b>\$ 2,945,339</b>	<b>\$10,750,339</b>

**City of Killeen  
Annual Budget  
FY 2016  
Drainage Debt  
Schedule of Bonded Debt**

Issue	Maturity Date	--Interest Rates-- Low High		Original Issue	Outstanding 10/01/15
2013 Refunding GO's - Drainage Portion	08/01/2026	2.00%	5.00%	3,935,000	3,880,000
2014 Refunding & Improvement GO's - Drainage Portion	8/1/2017	2.00%	5.00%	710,000	710,000
				\$ 4,645,000	
<b>Total Revenue Debt Outstanding</b>					<b>\$ 4,590,000</b>

**City of Killeen  
Annual Budget  
FY 2016  
Drainage Debt  
Schedule of Requirements**

Fiscal Year	2013 Refunding GO's		2014 Refunding & Impr GO's		Annual Totals		
	Principal	Interest	Principal	Interest	Principal	Interest	Total
FY 2016	-	175,100	350,000	24,900	350,000	200,000	550,000
FY 2017	-	175,100	360,000	14,400	360,000	189,500	549,500
FY 2018	365,000	175,100			365,000	175,100	540,100
FY 2019	380,000	164,150			380,000	164,150	544,150
FY 2020	390,000	148,950			390,000	148,950	538,950
FY 2021	405,000	137,250			405,000	137,250	542,250
FY 2022	425,000	117,000			425,000	117,000	542,000
FY 2023	445,000	95,750			445,000	95,750	540,750
FY 2024	465,000	73,500			465,000	73,500	538,500
FY 2025	490,000	50,250			490,000	50,250	540,250
FY 2026	515,000	25,750			515,000	25,750	540,750
<b>Totals</b>	<b>\$ 3,880,000</b>	<b>\$ 1,337,900</b>	<b>\$ 710,000</b>	<b>\$ 39,300</b>	<b>\$ 4,590,000</b>	<b>\$ 1,377,200</b>	<b>\$ 5,967,200</b>

**City of Killeen  
Annual Budget  
FY 2016  
Hotel/Motel Fund Debt  
Schedule of Bonded Debt**

Issue	Maturity Date	---Interest Rates---		Original Issue	Outstanding 10/01/15
		Low	High		
2010 GO's Refunding Bonds - Hotel/Motel Portion	08/01/2030	2.00%	4.00%	\$ 8,500,000	\$ 6,760,000
2011 CO's - Hotel/Motel Portion	08/01/2031	2.00%	5.00%	1,425,000	1,260,000
				\$ 9,925,000	
<b>Total Hotel Supported Bonds Outstanding October 1, 2014</b>					<b>\$ 8,020,000</b>

**City of Killeen  
Annual Budget  
FY 2016  
Hotel/Motel Fund Debt  
Schedule of Requirements**

Fiscal Year	2010 Refunding GO's		2011 CO's		Annual Totals		
	Principal	Interest	Principal	Interest	Principal	Interest	Total
FY 2016	340,000	270,400	55,000	60,800	395,000	331,200	726,200
FY 2017	350,000	256,800	55,000	59,150	405,000	315,950	720,950
FY 2018	365,000	242,800	60,000	57,500	425,000	300,300	725,300
FY 2019	380,000	228,200	60,000	54,500	440,000	282,700	722,700
FY 2020	395,000	213,000	65,000	51,500	460,000	264,500	724,500
FY 2021	410,000	197,200	70,000	48,250	480,000	245,450	725,450
FY 2022	430,000	180,800	70,000	44,750	500,000	225,550	725,550
FY 2023	445,000	163,600	75,000	41,250	520,000	204,850	724,850
FY 2024	460,000	145,800	80,000	37,500	540,000	183,300	723,300
FY 2025	480,000	127,400	85,000	33,500	565,000	160,900	725,900
FY 2026	500,000	108,200	85,000	29,250	585,000	137,450	722,450
FY 2027	520,000	88,200	90,000	25,000	610,000	113,200	723,200
FY 2028	540,000	67,400	95,000	20,500	635,000	87,900	722,900
FY 2029	560,000	45,800	100,000	15,750	660,000	61,550	721,550
FY 2030	585,000	23,400	105,000	10,750	690,000	34,150	724,150
FY 2031			110,000	5,500	110,000	5,500	115,500
<b>Totals</b>	<b>\$ 6,760,000</b>	<b>\$ 2,359,000</b>	<b>\$ 1,260,000</b>	<b>\$ 595,450</b>	<b>\$ 8,020,000</b>	<b>\$ 2,954,450</b>	<b>\$10,974,450</b>

# *Special Revenue Funds*



*Dedicated Service - Every Day, for Everyone!*

# SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for specific revenue that is legally restricted to expenditure for particular purposes. The City of Killeen has the following Special Revenue Funds:

**Law Enforcement Grant Fund:** To account for the operation of projects utilizing Law Enforcement Block Grant Funds. These projects are for the purpose of reducing crime and improving public safety.

**Emergency Management Fund:** To account for monetary donations and grant revenues restricted to use for the support of emergency and disaster relief operations.

**Hotel Occupancy Tax Fund:** To account for the levy and utilization of the local hotel occupancy tax. State law requires that revenue from this tax be used for advertising and promotion of the City.

**Killeen Convention Center Fountain Fund:** To account for revenues and expenditures related to the Killeen CCC fountain.

**Cable System PEG Improvements Fund:** To account for resources contributed to the City, the use of which is restricted to the acquisition of appropriate equipment and other expense items for the benefit of the cable franchise system.

**Library Memorial Fund:** To account for revenue that is restricted to the Killeen Public Library.

**Community Development Block Grant Fund:** To account for the operations of projects utilizing Community Development Block Grant funds. Such revenues are restricted to expenditures for specified projects by the Department of Housing and Urban Development.

**Home Program Fund:** To account for program funds received from Housing Urban & Development (HUD). These programs are restricted to expenditures authorized by the Department of Housing and Urban Development.

**Tax Increment Fund:** To account for economic development projects in the City's tax increment and reinvestment zone. Financing is provided by certain tax revenues collected within the City's tax increment and reinvestment zone pursuant to state tax code statutes and County contributions.

**Court Technology Fund:** To account for court technology fees collected in connection with citations issued by the City. State law requires that revenue from these fees be used for technological enhancements of the Municipal Court.

**Court Security Fee Fund:** To account for court security fees collected in connection with citations issued by the City. State law requires that revenue from these fees be used for security enhancements of the Municipal Court and/or the building that houses the court.

**Juvenile Case Manager Fund:** To account for fees assessed and collected from defendants upon conviction of a fine-only misdemeanor offense. Funds are used for the salary and benefits of the Juvenile Case Manager appointed to assist in administering the Municipal Court juvenile docket and supervising the Court's orders in juvenile court.

**Photo Red Light Enforcement Fund:** To account for fees received from the photo red light ticket violation enforcement program and applicable authorized expenditures.

**Animal Control Donations Fund:** To account for receipts and expenditures related to animal control.

**Child Safety Fund:** To account for child safety fees collected in connection with citations issued by the City. State law requires that revenue from these fees be used for child safety infrastructure projects.

**Fire State Seizure Fund:** To account for revenues and expenditures that is restricted by state seizure requirements.

**Police Donation Fund:** To account for receipts and expenditures related to police activities.

**BUDGET SUMMARY  
SPECIAL REVENUE FUNDS**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Law Enforcement Grant Fund	\$ 131,828	\$ 56,182	\$ 102,255	\$ 16,270
Police State Seizure Fund	39,615	57,851	70,038	-
Police Federal Seizure Fund	4	-	-	-
Fire State Seizure Fund	-	-	-	-
Emergency Management Fund	2	-	-	-
Hotel Occupancy Tax Fund	2,339,462	2,486,708	2,505,915	2,616,850
KCCC Fountain Fund	27	-	94	95
Cable System PEG Improvements Fund	203,776	220,350	208,109	205,200
Library Memorial Fund	10,187	8,000	9,500	9,500
Park Improvements Fund	-	-	-	-
Community Development Block Grant	861,565	1,480,335	939,941	1,585,014
Home Program Fund	425,065	875,733	527,741	799,329
Tax Increment Fund	90,081	92,000	96,851	96,036
Parks Donations Fund	-	-	-	-
Court Technology Fund	83,289	81,950	80,306	81,317
Court Security Fee Fund	62,194	62,117	60,956	61,655
Juvenile Case Manager Fund	114,278	112,357	119,077	114,148
Photo Red Light Enforcement Fund	598,827	500,000	915,826	800,000
Animal Control Donations Fund	4,322	15,000	20,000	19,500
Child Safety Fund	-	-	185,737	185,737
Police Donations Fund	-	-	44,907	40,929
<b>Total Revenues</b>	<b>\$ 4,964,522</b>	<b>\$ 6,048,583</b>	<b>\$ 5,887,253</b>	<b>\$ 6,631,580</b>

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
<b>Operating Expenditures</b>				
Law Enforcement Grant Fund	\$ 131,803	\$ -	\$ 81,580	\$ 16,270
Fire State Seizure Fund	-	-	581	-
Emergency Management Fund	-	1,616	1,616	31
Hotel Occupancy Tax Fund	1,687,425	1,898,165	1,920,829	1,809,662
Cable System PEG Improvements Fund	172,045	245,857	179,799	233,042
Library Memorial Fund	6,000	6,300	-	-
Park Improvements Fund	3,453	-	-	-
Community Development Block Grant	861,363	1,480,335	974,199	669,894
Home Program Fund	425,064	875,733	491,915	319,885
Tax Increment Fund	-	150,000	-	-
Parks Donations Fund	1,359	-	-	-
Court Technology Fund	238	96,731	110,212	159,574
Court Security Fee Fund	28,360	51,764	56,150	51,774
Juvenile Case Manager Fund	38,054	52,806	74,391	92,969
Photo Red Light Enforcement Fund	358,178	515,411	1,210,319	985,622
Animal Control Donations Fund	-	15,000	5,000	38,822
Child Safety Fund	-	-	10,204	26,950
Police Donations Fund	-	-	-	91,936
<b>Total Operating Expenditures</b>	<b>\$ 3,713,342</b>	<b>\$ 5,389,718</b>	<b>\$ 5,116,795</b>	<b>\$ 4,496,431</b>

**BUDGET SUMMARY  
SPECIAL REVENUE FUNDS**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Non-Operating Expenditures</b>				
Law Enforcement Grant Fund	\$ -	\$ 56,182	\$ 20,675	\$ -
Police State Seizure Fund	109,764	106,922	-	-
Police Federal Seizure Fund	-	-	-	-
Emergency Management Fund	12,305	-	-	-
Hotel Occupancy Tax Fund	727,900	727,200	727,200	924,416
Special Event Center Fountain Fund	71,959	-	-	-
Cable System PEG Improvements Fund	39,865	29,700	-	467
Library Memorial Fund	2,266	3,000	3,000	11,764
Park Improvements Fund	8,875	-	-	-
Court Technology Fund	212,217	104,694	230,981	3,472
Court Security Fee Fund	327	30,900	82,900	-
Child Safety Fund	-	-	206,320	363,550
<b>Total Non-Operating Expenditures</b>	<b>\$ 1,185,478</b>	<b>\$ 1,058,598</b>	<b>\$ 1,271,076</b>	<b>\$ 1,303,669</b>
<b>Total Expenditures</b>	<b>\$ 4,898,820</b>	<b>\$ 6,448,316</b>	<b>\$ 6,387,871</b>	<b>\$ 5,800,100</b>
<b>Change in Fund Balance</b>				831,480
<b>Fund Balance, Beginning</b>				2,662,799
<b>Fund Balance, Ending</b>				<b>\$ 3,494,279</b>

**SPECIAL REVENUE FUND  
LAW ENFORCEMENT GRANT FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Jag Grant (Byrne) 11/12	\$ 28,742	\$ -	\$ -	\$ -
Jag 12 Grant	41,596	10,793	10,793	-
Jag 13 Gant	61,490	-	17,852	-
Jag 14 Grant	-	45,389	73,610	16,270
<b>Total Revenues</b>	<u>131,828</u>	<u>56,182</u>	<u>102,255</u>	<u>16,270</u>
<b>Expenditures</b>				
<b>Operating Expenditures</b>				
Support Services	28,717	-	-	-
Minor Capital Outlay	103,086	-	81,580	16,270
<b>Total Operating Expenditures</b>	<u>131,803</u>	<u>-</u>	<u>81,580</u>	<u>16,270</u>
<b>Non-Operating Expenditures</b>				
Capital Outlay	-	56,182	20,675	-
<b>Total Non-Operating Expenditures</b>	<u>-</u>	<u>56,182</u>	<u>20,675</u>	<u>-</u>
<b>Total Expenditures</b>	<u>131,803</u>	<u>56,182</u>	<u>102,255</u>	<u>16,270</u>
<b>Change in Fund Balance</b>				-
<b>Fund Balance, Beginning</b>				<u>2,894</u>
<b>Fund Balance, Ending</b>				<u>\$ 2,894</u>

**SPECIAL REVENUE FUND  
POLICE STATE SEIZURE FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
State Seizure Receipts	\$ 38,656	\$ 57,851	\$ 70,038	\$ -
Interest Earned	9	-	-	-
Sale of City Property	950	-	-	-
<b>Total Revenues</b>	<u>39,615</u>	<u>57,851</u>	<u>70,038</u>	<u>-</u>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
Capital Outlay	109,764	106,922	-	-
<b>Total Expenditures</b>	<u>109,764</u>	<u>106,922</u>	<u>-</u>	<u>-</u>
<b>Change in Fund Balance</b>				-
<b>Fund Balance, Beginning</b>				-
<b>Fund Balance, Ending</b>				<u>\$ -</u>

**SPECIAL REVENUE FUND  
POLICE FEDERAL SEIZURE FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Interest Earned	\$ 4	\$ -	\$ -	\$ -
<b>Total Revenues</b>	<u>4</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
Capital Outlay	-	5,000	-	-
<b>Total Expenditures</b>	<u>-</u>	<u>5,000</u>	<u>-</u>	<u>-</u>
<b>Change in Fund Balance</b>				-
<b>Fund Balance, Beginning</b>				-
<b>Fund Balance, Ending</b>				<u>\$ -</u>

**SPECIAL REVENUE FUND  
FIRE STATE SEIZURE FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
State Seizure Receipts	-	-	-	-
<b>Total Revenues</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
Minor Capital	-	-	581	-
<b>Total Expenditures</b>	<u>-</u>	<u>-</u>	<u>581</u>	<u>-</u>
<b>Change in Fund Balance</b>				-
<b>Fund Balance, Beginning</b>				-
<b>Fund Balance, Ending</b>				<u>\$ -</u>

**SPECIAL REVENUE FUND  
EMERGENCY MANAGEMENT FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Interest Earned	\$ 2	\$ -	\$ -	\$ -
<b>Total Revenues</b>	<u>2</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
<b>Operating Expenditures</b>				
Minor Capital	-	1,616	1,616	31
<b>Total Operating Expenditures</b>	<u>-</u>	<u>1,616</u>	<u>1,616</u>	<u>31</u>
<b>Non-Operating Expenditures</b>				
Capital Outlay	12,305	-	-	-
<b>Total Non-Operating Expenditures</b>	<u>12,305</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Expenditures</b>	<u>12,305</u>	<u>1,616</u>	<u>1,616</u>	<u>31</u>
<b>Change in Fund Balance</b>				(31)
<b>Fund Balance, Beginning</b>				<u>31</u>
<b>Fund Balance, Ending</b>				<u>\$ -</u>

**SPECIAL REVENUE FUND  
HOTEL OCCUPANCY TAX FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Hotel Occupancy Tax Receipts	\$ 1,722,623	\$ 1,732,708	\$ 1,799,688	\$ 1,800,000
Interest Earned	97	600	92	100
Miscellaneous Receipts	774	1,000	735	750
Take 190 West Contributions	1,355	2,000	1,000	1,000
Catering Revenues	31,048	40,000	34,000	35,000
Mixed Beverage Receipts	201,087	270,400	270,400	275,000
Event Revenue	382,478	440,000	400,000	425,000
Intergovernmental Revenue	-	-	-	80,000
<b>Total Revenues</b>	<b>2,339,462</b>	<b>2,486,708</b>	<b>2,505,915</b>	<b>2,616,850</b>
<b>Expenditures</b>				
<b>Operating Expenditures</b>				
Supplies	548	650	443	650
Support Services	331	400	326	400
Grants to the Arts	150,046	207,750	281,501	166,000
Historical Restoration/Preservation	-	5,000	20,048	18,000
Civic & Conference Center	907,833	950,124	920,759	956,760
Mixed Beverage Operations	150,714	236,560	229,160	191,000
Convention Visitor's Bureau	373,313	376,265	365,934	373,230
Consolidated - Non-Departmental	12,343	35,483	14,313	36,208
Information Technology - Non-Departmental	92,297	85,933	88,345	67,414
<b>Total Operating Expenditures</b>	<b>1,687,425</b>	<b>1,898,165</b>	<b>1,920,829</b>	<b>1,809,662</b>
<b>Non-operating Expenditures</b>				
Capital Outlay	-	-	-	195,716
Debt Service	727,900	727,200	727,200	728,700
<b>Total Non-operating Expenditures</b>	<b>727,900</b>	<b>727,200</b>	<b>727,200</b>	<b>924,416</b>
<b>Total Expenditures</b>	<b>2,415,325</b>	<b>2,625,365</b>	<b>2,648,029</b>	<b>2,734,078</b>
<b>Change in Fund Balance</b>				(117,228)
<b>Fund Balance, Beginning</b>				264,485
<b>Fund Balance, Ending</b>				<b>\$ 147,257</b>

## **KILLEEN CIVIC & CONFERENCE CENTER CONVENTION & VISITORS BUREAU**

---

### **DESCRIPTION**

---

Killeen Civic & Conference Center & Convention & Visitors Bureau (KCCC/CVB) is a City of Killeen owned facility, operated as an enterprise fund through the Hotel Occupancy Tax fund. It is a 55 acre entertainment complex, located conveniently to US 190 with 64,000 sq. ft. of beautiful, flexible meeting space at the KCCC, a 51,000 sq. ft. Special Events Center/ Exhibition Hall, and a 5,500 seat rodeo arena, co-located with a 160 room all suite hotel and performing arts facility.

### **ACCOMPLISHMENTS**

---

- Take 190 West arts festival continues to grow in quality and quantity of sales and attendees. Attracted more “buyers” of art and book sales. Increased the quality and quantity of fine art. Increased the number of sculptors in the limestone sculpture contest, hosted the metal sculptor, added the Tap-Tap Art Bus.
- Made improvements to the Rodeo arena replacing the 30+ year old bucking chutes with new state-of-the-art equipment.
- Extended the walking trail near the Community Garden at the rear of the complex.
- Hosted record number of conventions and have booked events well into 2018.
- Hosted a very successful Army Marathon III with over 2,000 registered competitors.
- Maintained level of event booking and event revenues.
- Updated the Visitor guide with map of hotels and conference center, Fort hood Museums, and lakes.
- Completed fund raising for construction of the Fort Hood November 5th Memorial with completion expected to be late 2015.
- Scheduled the 4th Color Up Fun Run benefiting the Memorial.

### **GOALS**

---

- Take 190 West will grow the outdoor sculpture contest in stone and metal casting and other art forms.
- Improve Conference Center facility with improved Wi-Fi and Internet for customers and staff.
- Improve marketing of Killeen through interactive web sites, adding social media and replacing most print.
- Construct and dedicate the Fort Hood November 5, 2009 Memorial.
- Host the 4th “Color Up 5K” benefiting the Fort Hood November 5, 2009 Memorial.
- Host the National Masters Powerlifting games.
- Host the World Raw Powerlifting games.
- Develop strategies to promote Killeen as the premier sports city by collaborating with Parks and Recreation.
- Include restaurants in our monthly CVB “good will” calls to create awareness of upcoming conventions and events that impact the community. Encourage them to produce coupons, welcome signs, and great customer service.
- Continue to conduct Texas Hospitality training to the hospitality and service industry.
- Attract conventions, meetings, reunions, and other related business utilizing hotels, restaurants and attractions, thereby contributing to the local economy.
- Provide space for entertainment for both local citizens and visitors who come from outside the local area.
- Provide space for civic organizations, private events and commercial entities.
- Market the city as a tourism destination.

**HOTEL OCCUPANCY TAX FUND  
KILLEEN CIVIC & CONFERENCE CENTER**

**CITY OF KILLEEN  
FY2016 BUDGET**

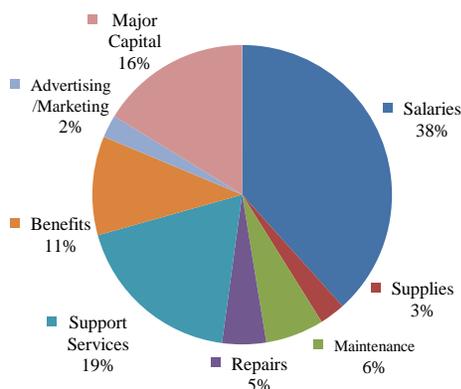
<b>Expenditures Summary</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Salaries	\$ 399,746	\$ 436,668	\$ 398,427	\$ 437,897
Supplies	29,918	30,049	28,996	31,600
Maintenance	76,621	77,000	115,700	72,000
Repairs	33,927	57,200	46,270	54,200
Support Services	208,819	205,150	192,910	211,100
Benefits	107,368	116,097	110,566	121,963
Minor Capital	13,504	-	-	-
Designated Expenses	2,425	-	-	-
Advertising/Marketing	35,505	27,960	27,890	28,000
Major Capital	-	-	-	185,315
<b>Total</b>	<b>\$ 907,833</b>	<b>\$ 950,124</b>	<b>\$ 920,759</b>	<b>\$ 1,142,075</b>

<b>Staffing</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Director KCCC	0.5	0.5	0.5
Conference Center Manager	1	1	1
Operations Manager	1	1	1
Event Coordinator	2	2	2
Principal Secretary	1	1	1
Custodian Crew Leader	1	1	1
Custodian	5	5	5
<b>Total</b>	<b>11.5</b>	<b>11.5</b>	<b>11.5</b>

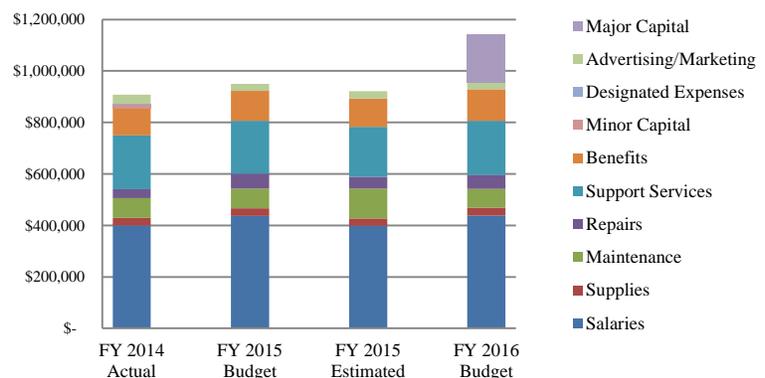
<b>Workload/Demand Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Event Days Booked	975	910	910
Conventions booked (Room nights)	11,000	11,000	11,000

<b>Performance Measures</b>	<b>FY 2014 Actual</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
Increase/Decrease in event revenues	(4%)	4%	2%
Increase/Decrease in HOT revenues	8%	9%	2%

**Department Expenditures**



**Department Expenditures History**



**HOTEL OCCUPANCY TAX FUND  
CONVENTION & VISITOR'S BUREAU**

**CITY OF KILLEEN  
FY2016 BUDGET**

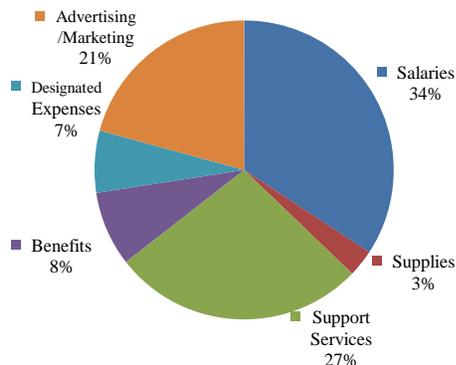
<b>Expenditures Summary</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2015</b>	<b>FY 2016</b>
	<b>Actual</b>	<b>Budget</b>	<b>Estimated</b>	<b>Budget</b>
Salaries	\$ 122,300	\$ 126,491	\$ 121,299	\$ 127,886
Supplies	9,039	13,100	12,366	10,880
Support Services	101,468	98,585	100,107	101,800
Benefits	31,444	30,589	28,970	30,164
Minor Capital	1,935	-	-	-
Designated Expenses	24,727	30,000	26,437	25,000
Advertising/Marketing	82,400	77,500	76,755	77,500
<b>Total</b>	<b>\$ 373,313</b>	<b>\$ 376,265</b>	<b>\$ 365,934</b>	<b>\$ 373,230</b>

<b>Staffing</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
	<b>Actual</b>	<b>Estimated</b>	<b>Budget</b>
Director KCCC	0.5	0.5	0.5
Convention Services Manager	1	1	1
Association Sales Manager	1	1	1
<b>Total</b>	<b>2.5</b>	<b>2.5</b>	<b>2.5</b>

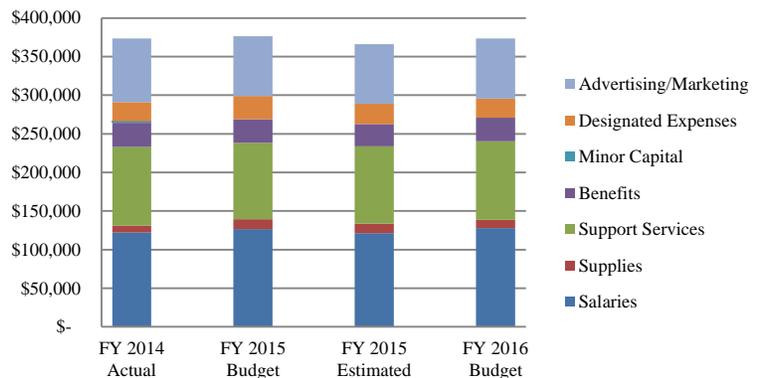
<b>Workload/Demand Measures</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
	<b>Actual</b>	<b>Estimated</b>	<b>Budget</b>
Events days booked	910	910	910
Conventions booked (room nights)	11,000	11,000	11,000

<b>Performance Measures</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016</b>
	<b>Actual</b>	<b>Estimated</b>	<b>Budget</b>
Change in event revenues	(4%)	4%	2%
Change in HOT revenues	8%	9%	2%

**Department Expenditures**



**Department Expenditures History**



**SPECIAL REVENUE FUND  
KCCC FOUNTAIN FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Interest Earned	\$ 27	\$ -	\$ 19	\$ 20
Miscellaneous Receipts	-	-	75	75
<b>Total Revenues</b>	<u>27</u>	<u>-</u>	<u>94</u>	<u>95</u>
<b>Expenditures</b>				
Capital Outlay	71,959	-	-	-
<b>Total Expenditures</b>	<u>71,959</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Change in Fund Balance</b>				95
<b>Fund Balance, Beginning</b>				<u>17,541</u>
<b>Fund Balance, Ending</b>				<u>\$ 17,636</u>

**SPECIAL REVENUE FUND  
CABLE SYSTEM PEG IMPROVEMENTS FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Interest Earned	\$ 205	\$ 350	\$ 249	\$ 200
Cable Franchise PAC fee	203,571	220,000	207,860	205,000
<b>Total Revenues</b>	<u>203,776</u>	<u>220,350</u>	<u>208,109</u>	<u>205,200</u>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
<b>Operating Expenditures</b>				
Salaries	123,064	172,791	130,959	137,648
Supplies	672	7,821	1,100	5,140
Repairs	347	1,000	50	1,000
Support Services	8,999	15,280	15,280	17,700
Benefits	30,343	41,965	32,410	33,554
Minor Capital Outlay	7,156	7,000	-	38,000
Other Services	1,464	-	-	-
<b>Total Operating Expenditures</b>	<u>172,045</u>	<u>245,857</u>	<u>179,799</u>	<u>233,042</u>
<b>Non-Operating Expenditures</b>				
Capital Outlay	39,865	29,700	-	467
<b>Total Non-Operating Expenditures</b>	<u>39,865</u>	<u>29,700</u>	<u>-</u>	<u>467</u>
<b>Total Expenditures</b>	<u>211,910</u>	<u>275,557</u>	<u>179,799</u>	<u>233,509</u>
<b>Change in Fund Balance</b>				(28,309)
<b>Fund Balance, Beginning</b>				716,634
<b>Fund Balance, Ending</b>				<u>\$ 688,325</u>

**SPECIAL REVENUE FUND  
LIBRARY MEMORIAL FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Memorials Collected	\$ 9,576	\$ 8,000	\$ 9,500	\$ 9,500
Contributions and Donations	1	-	-	-
Miscellaneous Receipts	610	-	-	-
<b>Total Revenues</b>	<u>10,187</u>	<u>8,000</u>	<u>9,500</u>	<u>9,500</u>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
<b>Operating Expenditures</b>				
Minor Capital	6,000	6,300	-	-
<b>Total Operating Expenditures</b>	<u>6,000</u>	<u>6,300</u>	<u>-</u>	<u>-</u>
<b>Non-Operating Expenditures</b>				
Capital Outlay	2,266	3,000	3,000	11,764
<b>Total Non-Operating Expenditures</b>	<u>2,266</u>	<u>3,000</u>	<u>3,000</u>	<u>11,764</u>
<b>Total Expenditures</b>	<u>8,266</u>	<u>9,300</u>	<u>3,000</u>	<u>11,764</u>
<b>Change in Fund Balance</b>				(2,264)
<b>Fund Balance, Beginning</b>				11,153
<b>Fund Balance, Ending</b>				<u>\$ 8,889</u>

**SPECIAL REVENUE FUND  
PARK IMPROVEMENTS FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Interest Earned	-	-	-	-
<b>Total Revenues</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
<b>Operating Expenditures</b>				
Minor Capital	3,453	-	-	-
<b>Total Operating Expenditures</b>	<u>3,453</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Non-Operating Expenditures</b>				
Capital Outlay	8,875	-	-	-
<b>Total Non-Operating Expenditures</b>	<u>8,875</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Expenditures</b>	<u>12,328</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Change in Fund Balance</b>				-
<b>Fund Balance, Beginning</b>				-
<b>Fund Balance, Ending</b>				<u>\$ -</u>

**SPECIAL REVENUE FUND  
COMMUNITY DEVELOPMENT BLOCK GRANT FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Transportation	\$ 2,829	\$ -	\$ -	\$ -
Intergovernmental Revenue	-	-	2,040	2,160
Program Income	6,316	3,000	5,887	3,532
Federal Receipts	545,476	984,406	802,317	932,745
Federal Receipts (Prior Year)	306,944	492,929	129,697	646,577
<b>Total Revenues</b>	<b>\$ 861,565</b>	<b>\$ 1,480,335</b>	<b>\$ 939,941</b>	<b>\$ 1,585,014</b>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
Code Enforce Personnel	(1,308)	-	-	-
Housing Rehab Program	1	-	37,384	70,202
CoK Transportation	163,015	-	-	-
CoK Street Maintenance	102,972	-	-	-
Housing Rehab Program (2012-13)	31,140	-	-	-
Comm Development Administrative (2013-14)	191,936	-	-	-
Families in Crisis (2013-14)	5,974	1,021	-	-
Greater Killeen Free Clinic (2013-14)	25,000	-	-	-
Hill Country Act/Aging (2013-14)	5,980	-	-	-
Family Crisis Improvement (2013-14)	-	410,565	100,761	409,804
Bell County Human Services (2013-14)	4,974	-	-	-
CoK Transportation Program (2013-14)	70,000	-	-	-
Central Texas 4C, Inc. (2013-14)	32,694	-	-	-
Housing Rehab Program (2013-14)	192,976	35,982	28,937	-
Communities in Schools (2013-14)	20,056	-	-	-
Bring Everyone in Zone (2013-14)	10,974	-	-	-
Killeen Housing Authority (2013-14)	984	-	-	-
Comm Dev Administration (2014-15)	-	196,882	196,882	-
Families in Crisis (2014-15)	-	6,000	6,000	-
Greater Killeen Free Clinic (2014-15)	-	25,000	25,000	-
Killeen Housing Authority (2014-15)	-	863	863	-
Hill Country Comm Act ASO (2014-15)	-	10,000	10,000	-
Heritage House of Cen Tex (2014-15)	-	5,000	5,000	-
Bell County Human Services (2014-15)	-	5,000	5,000	-
CoK Transportation Program (2014-15)	-	68,899	68,899	-
Central Texas 4C, Inc. (2014-15)	-	42,700	-	-
CoK PW Street Dept (2014-15)	-	359,036	315,375	43,661
Housing Rehab Program (2014-15)	-	286,488	142,399	144,089
Communities in Schools (2014-15)	-	16,399	16,399	-
Bring Everyone in Zone (2014-15)	-	10,500	10,500	-
AAA Transportation Program (2014-15)	-	-	4,800	2,138
Transportation Non-Departmental	3,995	-	-	-
<b>Total Expenditures</b>	<b>861,363</b>	<b>1,480,335</b>	<b>974,199</b>	<b>669,894</b>
<b>Change in Fund Balance</b>				915,120
<b>Fund Balance, Beginning</b>				(31,194)
<b>Fund Balance, Ending</b>				<b>\$ 883,926</b>

**SPECIAL REVENUE FUND  
HOME PROGRAM FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Operating Transfers	\$ 16,755	\$ -	\$ -	\$ -
Rent and Royalties	408,310	875,733	527,741	799,329
<b>Total Revenues</b>	<u>425,065</u>	<u>875,733</u>	<u>527,741</u>	<u>799,329</u>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
Salaries	13,292	14,914	-	12,989
Benefits	3,463	3,544	-	4,556
Miscellaneous Expenses	(16,755)	(18,458)	-	-
Home Program Match	16,755	13,181	13,994	-
Elderly Tenant Based Rent (2011-12 )	40,711	-	-	-
First Time Homebuyer's (2012-13)	60,260	-	554	-
Families in Crisis - Tenant Based (2012-13)	70,864	-	-	-
Elderly Tenant Based Rent (2012-13)	98,529	-	-	-
Administration (2013-14)	31,370	-	-	-
Families in Crisis -Tenant Based (2013-14)	90,882	111,599	122,972	-
CHDO Set Aside (2013-14)	-	47,054	-	-
HAP: Assistance (2013-14)	11,486	82,454	78,515	-
Elderly Tenant Based Rent (2013-14)	4,207	196,830	125,542	77,260
Administration (2014-15)	-	32,798	32,798	-
Families in Crisis -Tenant Based (2014-15)	-	112,357	112,357	-
CHDO Set Aside (2014-15)	-	49,197	-	-
Elderly Tenant Based Rent (2014-15)	-	230,263	5,183	225,080
<b>Total Expenditures</b>	<u>425,064</u>	<u>875,733</u>	<u>491,915</u>	<u>319,885</u>
<b>Change in Fund Balance</b>				479,444
<b>Fund Balance, Beginning</b>				41,881
<b>Fund Balance, Ending</b>				<u>\$ 521,325</u>

**SPECIAL REVENUE FUND  
TAX INCREMENT FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Property Taxes	\$ 90,081	\$ 92,000	\$ 96,851	\$ 96,036
<b>Total Revenues</b>	<u>90,081</u>	<u>92,000</u>	<u>96,851</u>	<u>96,036</u>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
Designated Expenses	-	150,000	-	-
<b>Total Expenditures</b>	<u>-</u>	<u>150,000</u>	<u>-</u>	<u>-</u>
<b>Change in Fund Balance</b>				96,036
<b>Fund Balance, Beginning</b>				<u>309,703</u>
<b>Fund Balance, Ending</b>				<u>\$ 405,739</u>

**SPECIAL REVENUE FUND  
PARKS DONATIONS FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Interest Earned	-	-	-	-
<b>Total Revenues</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
Minor Capital	1,359	-	-	-
<b>Total Expenditures</b>	<u>1,359</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Change in Fund Balance</b>				-
<b>Fund Balance, Beginning</b>				-
<b>Fund Balance, Ending</b>				<u>\$ -</u>

**SPECIAL REVENUE FUND  
COURT TECHNOLOGY FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Technology Fund Receipts	\$ 83,289	\$ 81,950	\$ 80,306	\$ 81,317
<b>Total Revenues</b>	<u>83,289</u>	<u>81,950</u>	<u>80,306</u>	<u>81,317</u>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
<b>Operating Expenditures</b>				
Maintenance	-	58,806	62,806	66,446
Support Services	-	28,925	7,155	39,125
Minor Capital Outlay	238	9,000	40,251	54,003
<b>Total Operating Expenditures</b>	<u>238</u>	<u>96,731</u>	<u>110,212</u>	<u>159,574</u>
<b>Non-Operating Expenditures</b>				
Capital Outlay	212,217	104,694	180,981	3,472
Transfers	-	-	50,000	-
<b>Total Non-Operating Expenditures</b>	<u>212,217</u>	<u>104,694</u>	<u>230,981</u>	<u>3,472</u>
<b>Total Expenditures</b>	<u>212,455</u>	<u>201,425</u>	<u>341,193</u>	<u>163,046</u>
<b>Change in Fund Balance</b>				(81,729)
<b>Fund Balance, Beginning</b>				<u>216,609</u>
<b>Fund Balance, Ending</b>				<u>\$ 134,880</u>

**SPECIAL REVENUE FUND  
COURT SECURITY FEE FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Court Fines and Fees	\$ 62,194	\$ 62,117	\$ 60,171	\$ 60,870
Intergovernmental Revenue	-	-	785	785
<b>Total Revenues</b>	<u>62,194</u>	<u>62,117</u>	<u>60,956</u>	<u>61,655</u>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
<b>Operating Expenditures</b>				
Salaries	18,719	24,200	23,276	24,753
Supplies	867	4,100	16,060	4,512
Maintenance	-	-	-	5,000
Support Services	2,619	10,650	7,056	10,400
Benefits	4,732	6,214	6,258	6,509
Minor Capital Outlay	1,423	6,600	3,500	600
<b>Total Operating Expenditures</b>	<u>28,360</u>	<u>51,764</u>	<u>56,150</u>	<u>51,774</u>
<b>Non-Operating Expenditures</b>				
Capital Outlay	327	30,900	900	-
Transfers	-	-	82,000	-
<b>Total Non-Operating Expenditures</b>	<u>327</u>	<u>30,900</u>	<u>82,900</u>	<u>-</u>
<b>Total Expenditures</b>	<u>28,687</u>	<u>82,664</u>	<u>139,050</u>	<u>51,774</u>
<b>Change in Fund Balance</b>				9,881
<b>Fund Balance, Beginning</b>				117,234
<b>Fund Balance, Ending</b>				<u>\$ 127,115</u>

**SPECIAL REVENUE FUND  
JUVENILE CASE MANAGER FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Juvenile Case Manager Receipts	\$ 102,670	\$ 102,543	\$ 99,077	\$ 100,402
Truancy Prevention	11,608	9,814	20,000	13,746
<b>Total Revenues</b>	<u>114,278</u>	<u>112,357</u>	<u>119,077</u>	<u>114,148</u>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
Salaries	30,314	38,593	55,820	66,444
Supplies	499	800	874	675
Support Services	670	2,100	1,701	3,000
Benefits	6,571	8,488	14,396	17,850
Minor Capital Outlay	-	2,825	1,600	5,000
<b>Total Expenditures</b>	<u>38,054</u>	<u>52,806</u>	<u>74,391</u>	<u>92,969</u>
<b>Change in Fund Balance</b>				21,179
<b>Fund Balance, Beginning</b>				<u>526,480</u>
<b>Fund Balance, Ending</b>				<u>\$ 547,659</u>

**SPECIAL REVENUE FUND  
PHOTO RED LIGHT ENFORCEMENT FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Photo Red Light Violation	\$ 598,827	\$ 500,000	\$ 915,826	\$ 800,000
<b>Total Revenues</b>	<u>598,827</u>	<u>500,000</u>	<u>915,826</u>	<u>800,000</u>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
Maintenance	-	-	-	130,150
Repairs	5,670	-	-	54,150
Support Services	-	-	-	348,250
Police Reimbursement	80,312	90,000	-	-
State - Violation Receipts	259,258	205,000	404,842	346,930
Red Flex Available Funds	12,938	220,411	704,302	-
Police Department Salaries	-	-	83,651	86,359
Police Department Benefits	-	-	17,524	19,783
<b>Total Expenditures</b>	<u>358,178</u>	<u>515,411</u>	<u>1,210,319</u>	<u>985,622</u>
<b>Change in Fund Balance</b>				(185,622)
<b>Fund Balance, Beginning</b>				<u>194,256</u>
<b>Fund Balance, Ending</b>				<u>\$ 8,634</u>

**SPECIAL REVENUE FUND  
ANIMAL CONTROL DONATION FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Animal Control Donations	4,322	15,000	20,000	19,500
<b>Total Revenues</b>	<u>4,322</u>	<u>15,000</u>	<u>20,000</u>	<u>19,500</u>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
Support Services	-	15,000	5,000	38,822
<b>Total Expenditures</b>	<u>-</u>	<u>15,000</u>	<u>5,000</u>	<u>38,822</u>
<b>Change in Fund Balance</b>				(19,322)
<b>Fund Balance, Beginning</b>				<u>19,322</u>
<b>Fund Balance, Ending</b>				<u>\$ -</u>

**SPECIAL REVENUE FUND  
CHILD SAFETY FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Child Safety Fees	\$ -	\$ -	\$ 33,427	\$ 33,427
Intergovernmental Revenue	-	-	152,310	152,310
<b>Total Revenues</b>	<u>-</u>	<u>-</u>	<u>185,737</u>	<u>185,737</u>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
<b>Operating Expenditures</b>				
Maintenance	-	-	7,445	14,000
Repairs	-	-	1,809	12,000
Support Services	-	-	950	950
<b>Total Operating Expenditures</b>	<u>-</u>	<u>-</u>	<u>10,204</u>	<u>26,950</u>
<b>Non-Operating Expenditures</b>				
Major Capital Outlay	-	-	206,320	363,550
<b>Total Non-Operating Expenditures</b>	<u>-</u>	<u>-</u>	<u>206,320</u>	<u>363,550</u>
<b>Total Expenditures</b>	<u>-</u>	<u>-</u>	<u>216,524</u>	<u>390,500</u>
<b>Change in Fund Balance</b>				(204,763)
<b>Fund Balance, Beginning</b>				204,763
<b>Fund Balance, Ending</b>				<u>\$ -</u>

**SPECIAL REVENUE FUND  
POLICE DONATIONS FUND**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Vehicle Abandonment Fee	\$ -	\$ -	\$ 2,000	\$ 3,000
Jail Phone Fee	-	-	5,500	10,000
Sale of City Property	-	-	2,000	3,000
Evidence Cash	-	-	18,650	2,000
Intergovernmental Revenue	-	-	16,757	17,329
<b>Total Revenues</b>	<u>-</u>	<u>-</u>	<u>44,907</u>	<u>40,929</u>
	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Expenditures</b>				
Supplies	-	-	-	91,936
<b>Total Expenditures</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>91,936</u>
<b>Change in Fund Balance</b>				(51,007)
<b>Fund Balance, Beginning</b>				51,007
<b>Fund Balance, Ending</b>				<u>\$ -</u>



***Dedicated Service – Every Day, for Everyone!***

# Capital Outlay



*Dedicated Service - Every Day, for Everyone!*

# CAPITAL OUTLAY

**Capital outlay** is the expenditure of funds for the acquisition of or addition to a government's fixed assets. **Fixed assets** are long-lived tangible assets including buildings and improvements, equipment, vehicles, land, and infrastructure. **Infrastructure assets** are public domain fixed assets such as roads, bridges, streets, drainage systems, water mains, and similar assets that are immovable and of value only to the government.

The City of Killeen capital outlay requirements can be grouped into three broad categories:

1. Those of a recurring or repetitive nature;
2. Those of a one-time or non-recurring nature; and
3. Infrastructure.

An example of recurring capital outlay would be vehicles, which must be regularly replaced. This type of capital outlay is scheduled according to a rolling replacement list developed by staff and fleet maintenance. The schedule is reviewed and revised each year during the budget process to determine which items will be funded in the budget.

One-time or non-recurring capital outlay expenditures are requested by department heads and must be justified on the basis of need, cost, and improvement of service level or operations. Department heads must rank these types of items in order of importance in making their budget request. A list of capital outlay budgeted out of operating funds for FY 2016 appears on the immediately following pages.

Standard capitalization thresholds for assets have been established for each asset class.

## Capitalization Thresholds

Class of Asset	Threshold	Residual Value
Land/land improvements	Capitalize All	N/A
Buildings/building improvements	\$25,000	10%
Facilities and other improvements	\$25,000	10%
Infrastructure	\$25,000	10%
Personal property (equipment)	\$ 5,000	10%
Library books/materials (collections)	Capitalize All	N/A
Works of art/historical treasures	Capitalize All	N/A
Leasehold improvements	\$25,000	10%

**CAPITAL PROJECT FUNDS  
BUDGET SUMMARY**

**CITY OF KILLEEN  
FY2016 BUDGET**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Revenues</b>				
Fleet Replacement Program	\$ -	\$ -	\$ 2,000,000	\$ -
2005 C/O Construction Fund	102	-	21	15
2007 Comb G/O & C/O Bonds	821	-	15,419	20
2009 C/O Construction Fund	192	-	105	100
PTF 190/2410 Construction Fund	29,788	8,500	15,060	13,000
PTF 195/201 Construction Fund	1,068	100	1,075	1,000
2011 C/O Construction Fund	36,517	11,500	207,463	13,000
2012 G/O Construction Fund	426	-	735,564	500
Downtown Improvements	300,000	-	-	-
2014 C/O Construction Fund	13,996,649	-	1,625,713	28,000
2014 G/O Construction Fund	6,222,010	-	63,367	11,700
Aviation Customer Facility Charge	-	-	251,724	253,224
Passenger Facility Charge Fund	586,921	723,250	682,536	684,772
2005 Solid Waste C/O Construction Fund	-	-	-	1
2001 Water & Sewer Bond	17	-	19	15
2007 Water & Sewer Bond	312	-	195	190
2013 Water & Sewer Improvement Bond	55,687	40,000	45,680	44,000
W/S Capital Projects Fund	-	-	115,000	-
2006 Drainage CO Bonds	-	-	13,940	13,200
<b>Total Revenues</b>	<b>\$ 21,230,510</b>	<b>\$ 783,350</b>	<b>\$ 5,772,881</b>	<b>\$ 1,062,737</b>
<b>Expenditures</b>				
Fleet Replacement Program	\$ -	\$ -	\$ 26,092	\$ 1,973,908
2005 C/O Construction Fund	385,718	496,876	85,191	26,010
2007 Comb G/O & C/O Bonds	513,857	79,118	45,468	39,983
2009 C/O Construction Fund	598,234	293,166	141,337	23,794
PTF 190/2410 Construction Fund	11,526,346	9,663,903	9,201,486	2,266,825
PTF 195/201 Construction Fund	591,177	2,476,915	259,064	2,395,758
2011 C/O Construction Fund	8,783,356	9,914,889	7,535,938	2,130,128
2012 G/O Construction Fund	-	1,266,686	879,855	1,122,970
Downtown Improvements	180,164	-	12,987	106,850
2014 C/O Construction Fund	1,063,897	13,810,000	4,338,770	10,247,694
2014 G/O Construction Fund	175,919	6,129,687	4,913,771	1,207,386
Aviation Customer Facility Charge	-	-	250,000	1,259,284
Passenger Facility Charge Fund	1,139,719	928,815	475,594	684,772
2005 Solid Waste C/O Construction Fund	-	5,523	-	5,524
2001 Water & Sewer Bond	8,508	47,968	29,568	18,437
2007 Water & Sewer Bond	602,858	127,494	99,983	316,043
2013 Water & Sewer Improvement Bond	3,222,531	15,583,780	3,584,322	13,524,915
W/S Capital Projects Fund	-	-	113,498	1,502
2006 Drainage CO Bonds	-	-	935,050	3,165,130
<b>Total Expenditures</b>	<b>\$ 28,792,284</b>	<b>\$ 60,824,820</b>	<b>\$ 32,927,974</b>	<b>\$ 40,516,913</b>
<b>Change in Fund Balance</b>				(39,454,176)
<b>Fund Balance, Beginning</b>				47,086,629
<b>Fund Balance, Ending</b>				<b>\$ 7,632,453</b>

**CITY OF KILLEEN**  
**Capital Outlay from Major Operating Funds**  
**FY 2016**

Department/Division	Amount	New	Replacement	Impact on Operating Budget	Operating Costs
<b>GENERAL FUND</b>					
<b>010-1005: City Attorney</b>					
New Books	\$ 9,000		✓		
<b>010-2705: Information Technology</b>					
Enterprise Timekeeping Software	\$ 118,654	✓			
Computer/Network Equipment	\$ 20,000	✓	✓		
<b>010-3015: Library</b>					
Books	\$ 162,712	✓	✓		
<b>010-6000: Police Department</b>					
Two (2) Service Animals	\$ 30,000		✓		
<b>Total General Fund</b>	<b>\$ 340,366</b>			<b>\$ -</b>	
<b>KILLEEN-FORT HOOD REGIONAL AIRPORT</b>					
<b>525-0505: Operations</b>					
Equipment Replacement	\$ 7,000		✓		
Furniture Replacement	\$ 8,000		✓		
<b>525-9508: ND-Information Technology</b>					
Enterprise Timekeeping Software	\$ 5,475	✓			
Computer/Network Equipment	\$ 9,909	✓	✓		
<b>Total Killeen-Fort Hood Regional Airport</b>	<b>\$ 30,384</b>				
<b>SKYLARK FIELD FUND</b>					
<b>527-0505: Operations</b>					
Point of Sale Fuel System	\$ 20,000		✓		
<b>527-9508: ND-Information Technology</b>					
Enterprise Timekeeping Software	\$ 534	✓			
<b>Total Skylark Field</b>	<b>\$ 20,534</b>			<b>\$ -</b>	
<b>SOLID WASTE FUND</b>					
<b>540-3460: Residential Services</b>					
1/2 Ton Truck	\$ 25,200		✓	\$ (4,851)	Maintenance
3/4 Ton Truck	\$ 30,000		✓	\$ (6,686)	Maintenance
Rear Loader Freightliner	\$ 167,500		✓	\$ (24,643)	Maintenance
Rear Loader Freightliner	\$ 144,200		✓	\$ (18,001)	Maintenance
Two (2) Side Loader Autocar	\$ 577,800		✓	\$ (76,934)	Maintenance
Routeware	\$ 352,000	✓		\$ 62,000	Software maintenance - future years
<b>540-3465: Commercial Services</b>					
Truck - new position	\$ 31,423	✓			
1/2 Ton Truck	\$ 25,200		✓	\$ (700)	Maintenance
Front Loader Autocar	\$ 277,100		✓	\$ (29,446)	Maintenance
<b>540-3475: Transfer Station</b>					
Roll-Off Autocar	\$ 222,000		✓	\$ (9,480)	Maintenance
<b>540-3478: Mowing</b>					
Three (3) Crew Cab 1/2 Ton Trucks	\$ 88,200		✓	\$ (4,071)	Maintenance
<b>540-9508: ND-Information Technology</b>					
Enterprise Timekeeping Software	\$ 14,957	✓			
Computer/Network Equipment	\$ 5,000	✓	✓		
<b>Total Solid Waste Fund</b>	<b>\$ 1,960,580</b>			<b>\$ (112,812)</b>	

**CITY OF KILLEEN**  
**Capital Outlay from Major Operating Funds**  
**FY 2016**

Department/Division	Amount	New	Replacement	Impact on Operating Budget	Operating Costs
<b>WATER &amp; SEWER FUND</b>					
<b><u>550-2050: Utility Collections</u></b>					
Security System Upgrades	\$ 190,000	✓			
<b><u>550-2133: Fleet Services</u></b>					
Extended Cab 1 Ton Truck	\$ 35,000		✓	\$ (1,925)	Maintenance
<b><u>550-2705: Information Technology</u></b>					
Enterprise Timekeeping Software	\$ 19,805	✓			
Computer/Network Equipment	\$ 40,000	✓	✓		
<b><u>550-3410: Water Distribution</u></b>					
Service Taps	\$ 150,000	✓	✓		
Water Meters	\$ 189,000	✓	✓		
1 Ton Truck	\$ 48,300		✓	\$ (4,340)	Maintenance
Extended Cab 3/4 Ton Truck	\$ 32,000		✓	\$ (5,469)	Maintenance
<b><u>550-3415: Sanitary Sewers</u></b>					
1 Ton Truck	\$ 48,300		✓	\$ (3,070)	Maintenance
<b><u>550-9590: Non-Departmental</u></b>					
Waterline Extension Participation	\$ 200,000	✓			
Sewerline Extension Participation	\$ 1,316,443	✓			
Sewerline Extension Annexations	\$ 104,825				
<b>Total Water &amp; Sewer Fund</b>	<b>\$ 2,373,673</b>			<b>\$ (14,804)</b>	
<b>DRAINAGE FUND</b>					
<b><u>575-3435: Engineering</u></b>					
Drainage Projects	\$ 350,000	✓	✓		
<b><u>575-3448: Drainage Maintenance</u></b>					
Vacuum Combination Trailer Unit	\$ 66,268	✓			
Track Excavator	\$ 250,000	✓			
<b><u>575-3476: Environmental Services</u></b>					
Laboratory Refrigerator	\$ 5,259	✓			
<b><u>575-9508: ND-Information Technology</u></b>					
Enterprise Timekeeping Software	\$ 5,235	✓			
Computer/Network Equipment	\$ 4,485	✓	✓		
<b>Total Drainage Fund</b>	<b>\$ 681,247</b>			<b>\$ -</b>	

**CITY OF KILLEEN**  
**Capital Outlay from Other Funds**  
**FY 2016**

Department/Division	Amount	New	Replacement	Impact on Operating Budget	Operating Costs
<b>HOTEL/MOTEL FUND</b>					
<b>214-0705: Civic and Conference Center</b>					
Ballroom Air Walls	\$ 185,315		✓	\$ -	
<b>214-9508: ND-Information Technology</b>					
Enterprise Timekeeping Software	\$ 401	✓			
Computers/Network Equipment	\$ 10,000	✓	✓		
<b>Total Hotel/Motel Fund</b>	<b>\$ 195,716</b>			<b>\$ -</b>	
<b>CABLESYSTEM IMPROVEMENTS</b>					
<b>220-9508: ND-Information Technology</b>					
Enterprise Timekeeping Software	\$ 467	✓			
<b>Total Cablesystem Improvements</b>	<b>\$ 467</b>			<b>\$ -</b>	
<b>Library Memorial Fund</b>					
<b>224-0000: Library</b>					
Books	\$ 11,764	✓	✓		
<b>Total Library Memorial Fund</b>	<b>\$ 11,764</b>				
<b>COURT TECHNOLOGY FUND</b>					
<b>240-0000: Municipal Court</b>					
Enterprise Timekeeping Software	\$ 3,472	✓			
<b>Total Court Technology Fund</b>	<b>\$ 3,472</b>			<b>\$ -</b>	
<b>Child Safety Fund</b>					
<b>248-0000: Transportation</b>					
Sidewalk Improvements	\$ 363,550	✓	✓		
<b>Total Child Safety Fund</b>	<b>\$ 363,550</b>				
<b>FLEET REPLACEMENT PROGRAM</b>					
<b>Police Department</b>					
Thirty (30) Police Units	\$ 772,300		✓	\$ (28,694)	Maintenance
Nine (9) Patrol Units - Equipped	\$ 591,300		✓	\$ (17,964)	Maintenance
<b>Animal Control</b>					
Two (2) 1/2 Ton Trucks	\$ 56,000		✓	\$ (2,809)	Maintenance
3/4 Ton Truck	\$ 33,500		✓	\$ (1,585)	Maintenance
<b>Fire Department</b>					
Two (2) Utility Vehicles	\$ 82,000		✓	\$ (766)	Maintenance
<b>Traffic</b>					
Aerial Truck	\$ 117,000		✓		
<b>Parks and Recreation</b>					
1/2 Ton Truck	\$ 29,400		✓	\$ (673)	Maintenance
1 Ton Truck	\$ 36,400		✓	\$ (823)	Maintenance
<b>Code Enforcement</b>					
1/2 Ton Truck	\$ 27,500		✓	\$ (1,115)	Maintenance
<b>Permits and Inspections</b>					
1/2 Ton Truck	\$ 27,500		✓	\$ (1,789)	Maintenance
<b>Building Services</b>					
3/4 Ton Truck	\$ 39,300		✓	\$ (701)	Maintenance
<b>Custodial Services</b>					
1/2 Ton Truck	\$ 35,000		✓	\$ (462)	Maintenance
<b>Other</b>					
Vehicles	\$ 126,708		✓		
<b>Total Fleet Replacement Program</b>	<b>\$ 1,973,908</b>			<b>\$ (57,381)</b>	

**FLEET REPLACEMENT PROGRAM - FUND 302**  
**Budget Summary**  
**FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Bonds	\$ -	\$ -	\$ 2,000,000	\$ -
<b>Total Funding Sources</b>	<u>-</u>	<u>-</u>	<u>2,000,000</u>	<u>-</u>
<b>Expenditures</b>				
Issuance Costs	-	-	26,092	-
Motor Vehicles	-	-	-	1,973,908
<b>Total Expenditures</b>	<u>-</u>	<u>-</u>	<u>26,092</u>	<u>1,973,908</u>
<b>Net Change in Fund Balance</b>				(1,973,908)
<b>Fund Balance, Beginning</b>				<u>1,973,908</u>
<b>Fund Balance, Ending</b>				<u><u>\$ -</u></u>

# Capital Improvements



*Dedicated Service - Every Day, for Everyone!*

# CAPITAL IMPROVEMENTS PROGRAM

A Capital Improvement project is a capital expenditure of public funds for the acquisition, construction, or improvement of a physical facility or infrastructure asset. The City of Killeen plans capital expenditures over a five-year period; however, a formal capital improvements budget is adopted by the City Council for the current year only.

Needed capital improvements are identified through city growth, system models, repair and maintenance costs, and various other analyses. Infrastructure outlays are developed using long-range plans for streets, water, sewer, and drainage. Staff, council, and the City's engineers developed these long-range plans. The list of slated infrastructure projects is reviewed and revised each year during the budget process. Some projects must wait until sufficient funding is available. Other projects are of such magnitude that they require a bond issue to provide funding.

The City utilizes **capital project funds** to account for resources to be used for the acquisition and construction of major capital outlay, or projects that extend over more than one fiscal year. The capital project funds are detailed later in this section.

For FY 2016, the proposed capital expenditures will not require additional manpower or significant operating costs. The larger infrastructure projects are either replacement items with operating costs already built into the operating budget, or new construction not materially affecting operational costs due to their new condition.

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Information Technology Services  
Division \_\_\_\_\_  
Account # See Funding Sources Below  
Requestor Thomas Moore

Priority # \_\_\_\_\_

Project Name: City Fiber Project  
Project Status: Continuing Project  
Estimated Project Start Date: 10/01/2015

Construction FY: 2016

Estimated Project Completion Date: 12/01/2017

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This project is part of the Infrastructure Improvements Goal to the 2030 Plan. By installing a fiber backbone the ITS department can provide low cost interconnectivity to selected city buildings. This interconnectivity will decrease costs for contracted Internet Services from Century Link and Time Warner Cable. The specific costs are broken down by phase to each building in the attached document.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
General Fund - ITS 010-2705-419-4640	\$ 143,000	\$ 65,000	\$ 204,000			\$ 412,000
Hotel Occupancy Tax Fund 214-9508-457-4640	74,000					74,000
Solid Waste Fund 540-9508-439-4640	7,000	7,000				14,000
Water Sewer Fund 550-2705-492-4640	63,000	63,000				126,000
Drainage Utility Fund 575-9508-492-4640	10,000	10,000				20,000
<b>Total</b>	<b>\$ 297,000</b>	<b>\$ 145,000</b>	<b>\$ 204,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 646,000</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction		297,000	145,000	204,000				646,000
Equipment								-
Other								-
<b>Total</b>	<b>\$ -</b>	<b>\$ 297,000</b>	<b>\$ 145,000</b>	<b>\$ 204,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 646,000</b>

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type:  Project #:
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

Notes:

**City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020**

**Department** Community Development  
**Division** Community Development  
**Account #** 228-0065-495-5180  
**Requestor** Leslie K. Hinkle

**Priority #** \_\_\_\_\_

**Project Name:** Stewart Neighborhood Project

**Project Status:** Continuing Project

**Construction FY:** 2016

**Estimated Project Start Date:** 05/20/2015

**Estimated Project Completion Date:** 09/06/2015

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The project ties in with Goal #1 of the 2030 Plan by providing quality community development and revitalization through the rehabilitation of residential neighborhood in older sections of the City.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Community Development Block Grant FY 14-15	\$ 359,035					\$ 359,035
						-
						-
						-
<b>Total</b>	<b>\$ 359,035</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 359,035</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction	315,375	43,660						359,035
Equipment								-
Other								-
<b>Total</b>	<b>\$ 315,375</b>	<b>\$ 43,660</b>	<b>\$ -</b>	<b>\$ 359,035</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Non-Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> unknown					

**Notes:**

Stewart Neighborhood Project is funded with CDBG funds with in-kind work being done by other City Departments. Project was advertised for bids with City Council award set for April 28, 2015. Project is anticipated being complete by the beginning of September 2015.

**City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020**

**Department** Community Development  
**Division** Community Development  
**Account #** 228-0064-495-5116  
**Requestor** Leslie K. Hinkle

**Priority #** \_\_\_\_\_

**Project Name:** Families In Crisis, Inc. Homeless Shelter Renovation Project

**Project Status:** Continuing Project

**Construction FY:** 2016

**Estimated Project Start Date:** 06/01/2015

**Estimated Project Completion Date:** 12/27/2015

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The project ties in with Goal #7 of the 2030 Plan by fostering a sense of community and providing exceptional quality of life through the promotion of health and social services programs to meet the needs of a diverse population.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Community Development Block Grant FY 13-14	\$ 510,565					\$ 510,565
General Fund Homeless Shelter FY 13-14	250,000					250,000
						-
						-
						-
<b>Total</b>	<b>\$ 760,565</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 760,565</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction	150,761	609,804						760,565
Equipment								-
Other								-
<b>Total</b>	<b>\$ 150,761</b>	<b>\$ 609,804</b>	<b>\$ -</b>	<b>\$ 760,565</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Non-Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> unknown					

**Notes:**

Families in Crisis, Inc. Homeless Shelter Renovation Project is funded with CDBG funds in the amount of \$510,564.44 and General Funds in the amount of \$250,000 (010-9503-491-4484) Project was advertised for bids with City Council award set for April 28, 2015. Project cost anticipated through September 2015 includes \$100,761 in CDBG funds and \$50,000 in General Funds.

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Transportation  
Division Public Works  
Account # 248-0000-434  
Requestor George Lueck

Priority # 1

Project Name: Brookhaven-Rancier Sidewalks  
Project Status: Continuing Project Construction FY: FY15-16  
Estimated Project Start Date: 12/01/2015 Estimated Project Completion Date: 03/01/2017

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

Sidewalk improvements around Brookhaven and Rancier Middle schools. This project will also include a lighted hike and bike trail connecting the Brookhaven subdivisions to both KISD schools.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 248 (248-0000-434.60-50)	\$ 299,550	\$ 62,506				\$ 362,056
						-
						-
						-
<b>Total</b>	<b>\$ 299,550</b>	<b>\$ 62,506</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 362,056</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 70,000	\$ 21,400						\$ 91,400
Property Acquisition								-
Construction		250,025	62,506					312,531
Equipment								-
Other		28,125						28,125
<b>Total</b>	<b>\$ 70,000</b>	<b>\$ 299,550</b>	<b>\$ 62,506</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 432,056</b>

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> 313-004					

**Notes:**

We receive intergovernmental revenue annually from Bell County - FY 2015 totaled \$152,309.95. This project may fall under the reimbursement program through the Texas Enhancement Program via TXDOT. Question: We may need to create a Brookhaven account under the 248 Fund.

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 550-9590-495  
Requestor Steve Kana

**Priority # 1**

Project Name: Septic Tank Elimination Program  
Project Status: Continuing Project Construction FY: 2016  
Estimated Project Start Date: 10/01/2008 Estimated Project Completion Date: TBD

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The purpose of the Septic Tank Elimination Program is to solicit applications from the community by public advertisement from residents within the City of Killeen who are on septic tanks and would like to be connected to city sanitary sewer mains. This program is done through phases; currently the City of Killeen is on Phase IX of the program.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 550 (550-9590-495-62-79)	\$ 1,316,443	\$ 500,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 3,616,443
Fund 550 (550-9590-495-62-98)	104,825	100,000	100,000	100,000	100,000	504,825
						-
						-
<b>Total</b>	<b>\$ 1,421,268</b>	<b>\$ 600,000</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>	<b>\$ 4,121,268</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 107,065	\$ 104,825	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 711,890
Property Acquisition								-
Construction	465,107	1,316,443	500,000	600,000	600,000	600,000	600,000	4,681,550
Equipment								-
Other								-
<b>Total</b>	<b>\$ 572,172</b>	<b>\$ 1,421,268</b>	<b>\$ 600,000</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>	<b>\$ 700,000</b>	<b>\$ 5,393,440</b>

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> 514-002					

**Notes:**

P.O. 148370; P.O. 149783; P.O. 153917

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 550-9590-495  
Requestor John Nett

Priority # 1

Project Name: City Owner Agreements  
Project Status: Continuing Project Construction FY: N/A  
Estimated Project Start Date: Various Estimated Project Completion Date: TBD

Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.

This account is utilized for city owner agreements.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 550 (550-9590-495-62-78)	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	\$ 1,000,000
						-
						-
						-
<b>Total</b>	<b>\$ 200,000</b>	<b>\$ 1,000,000</b>				

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ -							\$ -
Property Acquisition								-
Construction	269,782	200,000	200,000	200,000	200,000	200,000	200,000	1,469,782
Equipment								-
Other								-
<b>Total</b>	<b>\$ 269,782</b>	<b>\$ 200,000</b>	<b>\$ 1,469,782</b>					

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type: Recurring Project #:
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

Notes:

P.O. 146063 should be closed out this fiscal year.

**2005 CONTRACTUAL OBLIGATION  
CONSTRUCTION BOND - FUND 335  
Budget Summary  
FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Interest	\$ 102	\$ -	\$ 21	\$ 15
<b>Total Funding Sources</b>	<u>102</u>	<u>-</u>	<u>21</u>	<u>15</u>
<b>Expenditures</b>				
City Owner Agreements	349,152	496,876	85,191	26,010
DOE Reimbursement	36,566	-	-	-
<b>Total Expenditures</b>	<u>385,718</u>	<u>496,876</u>	<u>85,191</u>	<u>26,010</u>
<b>Net Change in Fund Balance</b>				(25,995)
<b>Fund Balance, Beginning</b>				<u>25,995</u>
<b>Fund Balance, Ending</b>				<u><u>\$ -</u></u>

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Transportation  
Division Public Works  
Account # 335-3490-800  
Requestor George Lueck

**Priority #** 1

**Project Name:** W. S. Young & Grandon Drive Reconstruction

**Project Status:** Continuing Project

**Construction FY:** N/A

**Estimated Project Start Date:** 03/23/2009

**Estimated Project Completion Date:** 09/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This project is still in the design phase of engineering. The purpose of this Agreement is to provide engineering and surveying services to reconfigure the W.S. Young Drive and Grandon Drive intersection; which will relieve traffic congestion and improve safety at the intersection and the Killeen Shopping Mall Entrance.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 335 (335-3490-800-56-63)	\$ 25,987					\$ 25,987
						-
						-
						-
<b>Total</b>	<b>\$ 25,987</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,987</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 14,079	\$ 25,987						\$ 40,066
Property Acquisition								-
Construction								-
Equipment								-
Other	338							338
<b>Total</b>	<b>\$ 14,416</b>	<b>\$ 25,987</b>	<b>\$ -</b>	<b>\$ 40,403</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring  <b>Project #:</b> 209-001
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

**Notes:**

Purchase Order currently encumbered: P.O. 126191

**2007 COMBINATION GENERAL & CERTIFICATE  
OF OBLIGATION BOND - FUND 337  
Budget Summary  
FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Interest	\$ 821	\$ -	\$ 31	\$ 20
Transfers In	\$ -	\$ -	\$ 15,388	\$ -
<b>Total Funding Sources</b>	<b>821</b>	<b>-</b>	<b>15,419</b>	<b>20</b>
<b>Expenditures</b>				
Equipment	1,271	79,118	-	-
Street Department Building	473,865	-	-	-
Façade	38,721	-	-	-
Motor Vehicles	-	-	45,468	-
Other Projects	-	-	-	39,983
<b>Total Expenditures</b>	<b>513,857</b>	<b>79,118</b>	<b>45,468</b>	<b>39,983</b>
<b>Net Change in Fund Balance</b>				(39,963)
<b>Fund Balance, Beginning</b>				39,963
<b>Fund Balance, Ending</b>				<b>\$ -</b>

**2009 CONTRACTUAL OBLIGATION  
CONSTRUCTION BOND - FUND 340  
Budget Summary  
FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Interest	\$ 192	\$ -	\$ 105	\$ 100
<b>Total Funding Sources</b>	<b>192</b>	<b>-</b>	<b>105</b>	<b>100</b>
<b>Expenditures</b>				
Sign Maintenance	-	-	46,850	-
Landfill Maintenance	14,055	13,727	-	-
Signals & Traffic Lights	-	-	70,000	-
Equipment	28,670	-	-	-
Downtown Street Eng Ph 1	5,768	15,984	10,217	-
Street Department Building	549,741	262,737	14,270	-
Elms Road	-	718	-	-
Other Projects	-	-	-	23,794
<b>Total Expenditures</b>	<b>598,234</b>	<b>293,166</b>	<b>141,337</b>	<b>23,794</b>
<b>Net Change in Fndd Balance</b>				(23,694)
<b>Fund Balance, Beginning</b>				23,694
<b>Fund Balance, Ending</b>				<b>\$ -</b>

**2012 PASS THROUGH FINANCING  
PROCEEDS BOND - FUND 341  
Budget Summary  
FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Interest Earned	35,158	11,000	17,199	15,000
Investment Expense	(5,370)	(2,500)	(2,139)	(2,000)
<b>Total Funding Sources</b>	<b>29,788</b>	<b>8,500</b>	<b>15,060</b>	<b>13,000</b>
<b>Expenditures</b>				
Operations	298,998	799,772	494,415	727,676
Motor Vehicles	-	64,142	62,230	-
US 190/Rosewood/FM 2410	9,947,172	8,159,901	8,004,753	1,539,149
Transfer to Fund 448	640,088	-	640,088	-
<b>Total Expenditures</b>	<b>10,246,170</b>	<b>9,023,815</b>	<b>8,561,398</b>	<b>2,266,825</b>
<b>Net Change in Fund Balance</b>				(2,253,825)
<b>Fund Balance, Beginning</b>				2,253,825
<b>Fund Balance, Ending</b>				<b>\$ -</b>

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Transportation  
Division Public Works  
Account # 341-3490-800  
Requestor George Lueck

Priority # 1

Project Name: US 190/FM 2410/Rosewood Dr. PTF

Project Status: Continuing Project

Construction FY: N/A

Estimated Project Start Date: 04/01/2013

Estimated Project Completion Date: 07/01/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The US190/FM 2410/Rosewood Dr. PTF is currently in progress. This project consists of construction improvements on US 190; construct improvements to FM 2410 from 3470 to Highland Oak Drive; and construct extension of Rosewood Drive with new interchange at US 190.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 341 (341-3490-800-58-23)	\$ 1,503,239					\$ 1,503,239
						-
						-
						-
<b>Total</b>	<b>\$ 1,503,239</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,503,239</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 1,842,302	\$ 116,460						\$ 1,958,762
Property Acquisition	633,702							633,702
Construction	22,778,346	1,300,448						24,078,794
Equipment								-
Other	514,713	86,331						601,043
<b>Total</b>	<b>\$ 25,769,063</b>	<b>\$ 1,503,239</b>	<b>\$ -</b>	<b>\$ 27,272,302</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type: Recurring Project #: 308-002A
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

**Notes:**

Purchase orders currently encumbered: P.O. 133826; P.O. 134543; P.O. 139488; P.O. 142056; P.O. 143236; P.O. 147203; P.O. 154193 (CCM/R 13-001R)

**2011 PASS THROUGH FINANCING  
 PROCEEDS BOND - FUND 342  
 Budget Summary  
 FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Interest Earned	\$ 1,068	\$ 100	\$ 1,075	\$ 1,000
<b>Total Funding Sources</b>	<u>1,068</u>	<u>100</u>	<u>1,075</u>	<u>1,000</u>
<b>Expenditures</b>				
Operating Costs	4,103	-	-	-
SH 195 / SH 201 Interchange	156,324	2,476,915	89,064	2,395,758
Elms Road	-	-	170,000	-
Transfer Out	430,750	-	-	-
<b>Total Expenditures</b>	<u>591,177</u>	<u>2,476,915</u>	<u>259,064</u>	<u>2,395,758</u>
<b>Net Change in Fund Balance</b>				(2,394,758)
<b>Fund Balance, Beginning</b>				<u>2,394,758</u>
<b>Fund Balance, Ending</b>				<u><u>\$ -</u></u>

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Transportation  
Division Public Works  
Account # 342-3490-800  
Requestor George Lueck

**Priority # 1**

Project Name: SH 195/SH 201 Interchange PTF  
Project Status: Continuing Project  
Estimated Project Start Date: 10/01/2011

Construction FY: N/A  
Estimated Project Completion Date: 11/30/2015

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The construction of SH 195/SH 201 Interchange PTF is at the final closing stage. This project consists of the reconstruction of SH 195 and SH 201 interchange; approximately 1.29 miles. Also included is the widening of SH 201 from Ivy Mountain Road to SH 195 interchange; approximately 2.44 miles. Residual funding will be utilized for future state highway projects.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 342 (342-3490-800-58-34)	\$ 2,394,199					\$ 2,394,199
						-
						-
						-
<b>Total</b>	<b>\$ 2,394,199</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,394,199</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 532,309	\$ 4,368						\$ 536,677
Property Acquisition	181,395							181,395
Construction	13,814,708	2,314,183						16,128,891
Equipment	30,680							30,680
Other	(203,986)	75,648						(128,338)
<b>Total</b>	<b>\$ 14,355,106</b>	<b>\$ 2,394,199</b>	<b>\$ -</b>	<b>\$ 16,749,305</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> 308-001B					

**Notes:**

Current Purchase Orders: P.O. 132275; P.O. 133796; P.O. 133826; P.O. 134543; P.O. 143715 (CCM/R 11-131R)

**2011 CONTRACTUAL OBLIGATION  
CONSTRUCTION BOND - FUND 343  
Budget Summary  
FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Interest Earned	33,852	15,000	24,099	15,000
Investment Expense	(5,232)	(3,500)	(3,139)	(2,000)
Intergovernmental Revenue	7,897	-	-	-
Transfers In	-	-	186,503	-
<b>Total Funding Sources</b>	<b>36,517</b>	<b>11,500</b>	<b>207,463</b>	<b>13,000</b>
<b>Expenditures</b>				
Operating Costs	223,965	-	-	-
Computer Equipment	15,783	16,250	-	-
Community Projects	23,400	219,796	4,070	-
Stagecoach Improvements	6,877,485	8,920,402	4,799,247	2,130,128
Elms Road	596,005	522,846	2,705,446	-
Lowe's Boulevard	35,000	12,000	3,000	-
Downtown Street Construction	619,401	191,419	24,175	-
Historic Windshield Survey	2,082	-	-	-
Other Projects	390,235	32,176	-	-
<b>Total Expenditures</b>	<b>8,783,356</b>	<b>9,914,889</b>	<b>7,535,938</b>	<b>2,130,128</b>
<b>Net Change in Fund Balance</b>				(2,117,128)
<b>Fund Balance, Beginning</b>				2,117,128
<b>Fund Balance, Ending</b>				<b>\$ -</b>

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Transportation  
Division Public Works  
Account # Various  
Requestor George Lueck

**Priority # 1**

Project Name: Stagecoach Reconstruction Phase 2

Project Status: Continuing Project

Construction FY: N/A

Estimated Project Start Date: 10/01/2013

Estimated Project Completion Date: 04/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The construction of Stagecoach Reconstruction Phase 2 is currently in progress. The project consists of constructing roadway improvements to Stagecoach Road from Tyrel Drive (Near SH 195) east to East Trimmer Road. Work includes rebuilding an existing 2-lane roadway to a 4-lane urban roadway with a continuous center left turn lane and a curb and gutter section; storm drain system; construction of a 12" waterline, 16" force main, and an 18" gravity sewer main along Stagecoach Road .

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 343 (343-3490-800-58-36)	\$ 2,385,886					\$ 2,385,886
						-
						-
						-
<b>Total</b>	<b>\$ 2,385,886</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,385,886</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 1,550,876	\$ 51,911						\$ 1,602,787
Property Acquisition	262,000	-						262,000
Construction	14,721,779	2,315,123						17,036,903
Equipment		-						-
Other	240,386	18,852						259,238
<b>Total</b>	<b>\$ 16,775,041</b>	<b>\$ 2,385,886</b>	<b>\$ -</b>	<b>\$ 19,160,927</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> 310-004C					

**Notes:**

Purchase orders currently encumbered:P.O. 146387; P.O. 128968; P.O. 154248; P.O. 133796 (CCM/R 13-087R)

**2012 GENERAL OBLIGATION BONDS - FUND 345**  
**Budget Summary**  
**FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Interest	\$ 426	\$ -	\$ 564	\$ 500
Transfers In	\$ -	\$ -	\$ 735,000	\$ -
<b>Total Funding Sources</b>	<b>426</b>	<b>-</b>	<b>735,564</b>	<b>500</b>
<b>Expenditures</b>				
Community Center Renovation	-	1,266,686	879,855	1,122,970
<b>Total Expenditures</b>	<b>-</b>	<b>1,266,686</b>	<b>879,855</b>	<b>1,122,970</b>
<b>Net Change in Fund Balance</b>				(1,122,470)
<b>Fund Balance, Beginning</b>				1,122,470
<b>Fund Balance, Ending</b>				<b>\$ -</b>



***Dedicated Service – Every Day, for Everyone!***

**DOWNTOWN IMPROVEMENT  
PHASE II - FUND 346  
Budget Summary  
FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
KEDC Capital Contribution	\$ 300,000	\$ -	\$ -	\$ -
<b>Total Funding Sources</b>	<u>300,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Expenditures</b>				
Downtown Match	180,164	-	12,987	106,850
<b>Total Expenditures</b>	<u>180,164</u>	<u>-</u>	<u>12,987</u>	<u>106,850</u>
<b>Net Change in Fund Balance</b>				(106,850)
<b>Fund Balance, Beginning</b>				<u>106,850</u>
<b>Fund Balance, Ending</b>				<u><u>\$ -</u></u>

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Transportation  
Division Public Works  
Account # Various  
Requestor George Lueck

**Priority # 1**

Project Name: Downtown Improvement Phase 2  
Project Status: Continuing Project Construction FY: N/A  
Estimated Project Start Date: 05/01/2014 Estimated Project Completion Date: TBD

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The Downtown Improvement Phase II project is currently in final design and will be bidding out for construction in the current 2015 fiscal year. This project is a continuation of the streetscaping of the Avenue D and 8th Street intersection going east to the Avenue D and 10th Street intersection. The project will also correct storm water drainage on 10th Street south from Avenue D to Nolan Creek; boring under the railroad tracks. Major items of work will include pavement reconstruction, drainage structures, traffic control, signage, decorative illumination, landscaping, irrigation, and erosion control.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 346 (346-3446-434-50-75)	\$ 106,850					\$ 106,850
						-
						-
						-
<b>Total</b>	<b>\$ 106,850</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 106,850</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 190,150	\$ 30,360						\$ 220,510
Property Acquisition								-
Construction		76,490						76,490
Equipment								-
Other	3,000							3,000
<b>Total</b>	<b>\$ 193,150</b>	<b>\$ 106,850</b>	<b>\$ -</b>	<b>\$ 300,000</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> 310-002B					

**Notes:**

Purchase orders currently encumbered: P.O. 150924 (CCM/R 14-073R Engineering, CCM/R 14-072R MOU with KEDC) Funding source for construction KEDC and Drainage Funds.

**2014 CONTRACTUAL OBLIGATION  
CONSTRUCTION BOND - FUND 347  
Budget Summary  
FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Bonds	\$ 13,060,000	\$ -	\$ -	\$ -
Premium on Bond	933,838	-	-	-
Interest Earned	3,224	-	33,409	30,000
Investment Expense	(413)	-	2,304	(2,000)
Transfers In	-	-	1,590,000	-
<b>Total Funding Sources</b>	<b>13,996,649</b>	<b>-</b>	<b>1,625,713</b>	<b>28,000</b>
<b>Expenditures</b>				
Issuance Costs	183,837	-	1,267	-
Trimmer	38,047	6,400,000	3,065,084	3,661,657
WS Young	-	1,000,000	-	-
Fire Station #9	-	6,410,000	366,553	6,480,958
Trimmer A&E	560,645	-	-	6,000
Thoroughfare Plan	9,934	-	155,629	-
Elms Road HSIP	-	-	12,816	99,079
Motor Vehicles	58,079	-	437,421	-
Transfers Out	213,355	-	300,000	-
<b>Total Expenditures</b>	<b>1,063,897</b>	<b>13,810,000</b>	<b>4,338,770</b>	<b>10,247,694</b>
<b>Net Change in Fund Balance</b>				(10,219,694)
<b>Fund Balance, Beginning</b>				10,219,694
<b>Fund Balance, Ending</b>				<b>\$ -</b>

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Transportation  
Division Public Works  
Account # Various  
Requestor George Lueck

Priority # 1

Project Name: Trimmier Road Widening

Project Status: Continuing Project

Construction FY: N/A

Estimated Project Start Date: 04/15/2015

Estimated Project Completion Date: 12/26/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The Trimmier Road Widening project is currently under construction. This project consists of the construction of roadway improvements to Trimmier Road from US 190 south to Elms Road and US 190 north to Jasper Road including rebuilding existing 4-lane roadway to a 4-lane urban roadway with continuous center left turn lane and a curb and gutter section; storm drain system. Additionally, the widening of W.S. Young Drive from Bacon Ranch Road to Little Nolan Road to include a continuous left turn lane, and extending Lowe's Boulevard from Trimmier Road to Florence Road are contiguous projects combined into one bid package.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 347 (347-3490-800-58-76)	\$ 4,939,411					\$ 4,939,411
Fund 347 (347-3490-800-58-80)	6,000					6,000
						-
						-
<b>Total</b>	<b>\$ 4,945,411</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,945,411</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 912,500	\$ 6,000						\$ 918,500
Property Acquisition								-
Construction	3,064,434	4,939,411						8,003,845
Equipment								-
Other	38,697							38,697
<b>Total</b>	<b>\$ 4,015,631</b>	<b>\$ 4,945,411</b>	<b>\$ -</b>	<b>\$ 8,961,042</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type: Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #: 313-002</b>					

**Notes:**

Purchase orders currently encumbered: P.O. 154333; (CCM/R 14-129R, Includes engineering P.O. 131802 in the amount of \$138,500 for Lowes Blvd.)

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Transportation  
Division Public Works  
Account # 347-3490-800  
Requestor George Lueck

Priority # 1

Project Name: Elms Road HSIP  
Project Status: Continuing Project Construction FY: N/A  
Estimated Project Start Date: 12/01/2014 Estimated Project Completion Date: 09/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The Elms Road HSIP is currently in progress. The project will upgrade safety enhancements to a section of Elms road spanning from Chisholm Trail to Kaydence Court. Improvements will include installation of streetlights, roadway signage, sidewalks, and a metal beam guard fence. The construction phase is being bid and managed by the Texas Department of Transportation.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 347 (347-3490-800-58-84)	\$ 99,079					\$ 99,079
						-
						-
						-
<b>Total</b>	<b>\$ 99,079</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 99,079</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 2,092	\$ 2,908						\$ 5,000
Property Acquisition								-
Construction								-
Equipment								-
Other	10,724	96,171						106,895
<b>Total</b>	<b>\$ 12,816</b>	<b>\$ 99,079</b>	<b>\$ -</b>	<b>\$ 111,895</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> 314-001					

**Notes:**

Purchase orders currently encumbered: P.O. 154334 (CCM/R 14-137R)

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Fire  
Division Fire  
Account # 347-3490-800.58-78  
Requestor \_\_\_\_\_

Priority # 1

Project Name: Fire Station #9  
Project Status: Engineering Stage  
Estimated Project Start Date: 11/12/2014

Construction FY: 2015  
Estimated Project Completion Date: 10/25/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The construction of Fire Station #9 is currently in progress. The construction of Fire Station #9 will become an integral part of the fire department's operations to include the fire protection and emergency medical service of several schools, numerous homes due to the growth of the city southward, the Killeen Fort Hood Regional Airport and the Texas A&M University of Central Texas campus. Goal #3 of the 2013 plan is Safety and Security, with the building of Fire Station #9 the response time to the south side of Killeen will be lowered and KFD will improve its ability to respond to all large scale emergencies. Fire Station #9 will also be the second due station on the first alarm assignment for military housing areas as well as instances that occur on the base which will help maintain Goal #2 from the 2013 plan; preserving, Enhancing, and Leveraging Partnership with Fort Hood.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Bond project, Fire Station #9 (347-3490-800.58-78)	\$ 7,504,500					\$ 7,504,500
						-
						-
						-
<b>Total</b>	<b>\$ 7,504,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,504,500</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 295,633	\$ 124,367						\$ 420,000
Property Acquisition								-
Construction		4,140,000						4,140,000
Equipment		2,007,652						2,007,652
Other	70,920	865,928						936,848
<b>Total</b>	<b>\$ 366,553</b>	<b>\$ 7,137,947</b>	<b>\$ -</b>	<b>\$ 7,504,500</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type:  Project #:
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

**Notes:**

The "Other" cost also known as Soft Cost associated with the building of Fire Station #9 would include the Construction Management fee (Total \$229,048), IT related cost estimated at \$130,000, surveying (\$3,600) geotechnical cost (\$6,262) and additional non construction cost. The "Equipment" component section contains cost for furniture & fixtures and all emergency response vehicles needed to equip station #9. The following purchase orders are currently encumbered out of the said fund source: PO 152971 (\$229,048), PO 153212 (\$3,600.00), PO 153213 (\$6,262.00), and PO 154429 (\$420,000.00).

**2014 GENERAL OBLIGATION BONDS - FUND 348**  
**Budget Summary**  
**FY 2016**

	<b>Project Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Bonds	\$ 5,670,000	\$ -	\$ -	\$ -
Premium on Bond	550,917	-	-	-
Interest Earned	1,232	-	14,966	13,000
Investment Expense	(139)	-	(1,599)	(1,300)
Contributions & Donations	-	-	50,000	-
<b>Total Funding Sources</b>	<b>6,222,010</b>	<b>-</b>	<b>63,367</b>	<b>11,700</b>
<b>Expenditures</b>				
Issuance Costs	91,229	-	994	-
Parks Maintenance	-	-	9,600	-
Fire Station #9	-	1,590,000	-	-
Parks	35,589	4,539,687	1,500,000	-
Westside Trail	49,101	-	667,002	1,075,152
Dog Park	-	-	100,000	-
Basketball Court Renovation	-	-	103,202	-
Athletic Complex Pavilion	-	-	53,523	-
Multipurpose Field Fence	-	-	29,950	-
Parks Master Plan	-	-	50,000	50,000
Family Aquatic Center	-	-	74,500	-
Lions Park Playground	-	-	-	82,234
Transfers Out	-	-	2,325,000	-
<b>Total Expenditures</b>	<b>175,919</b>	<b>6,129,687</b>	<b>4,913,771</b>	<b>1,207,386</b>
<b>Net Change in Fund Balance</b>				(1,195,686)
<b>Fund Balance, Beginning</b>				1,195,686
<b>Fund Balance, Ending</b>				<b>\$ -</b>

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Transportation  
Division Public Works  
Account # 348-3490-800  
Requestor George Lueck

Priority # 1

Project Name: Westside Trail (Killeen-Fort Hood Regional Trail Segment 3)

Project Status: Continuing Project

Construction FY: N/A

Estimated Project Start Date: 08/01/2015

Estimated Project Completion Date: 02/26/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The Westside Trail (Killeen-Fort Hood Regional Trail Segment 3) project is currently in progress. Segment three of the regional trail, is a 1.2 mile section from Watercrest Road to West Elms Road running along the South Nolan Creek residential section. Components of the trail include: trail constructed of concrete, low water crossing and neighborhood connections with ramps, signage, striping and street crossings.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 348 (348-3490-800-58-81)	\$ 1,539,551					\$ 1,539,551
						-
						-
						-
<b>Total</b>	<b>\$ 1,539,551</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,539,551</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 184,257	\$ 85,743						\$ 270,000
Property Acquisition								-
Construction	500,000	1,453,809						1,953,809
Equipment								-
Other	31,845							31,845
<b>Total</b>	<b>\$ 716,102</b>	<b>\$ 1,539,551</b>	<b>\$ -</b>	<b>\$ 2,255,654</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> 313-001A					

**Notes:**

Purchase orders currently encumbered: P.O. 150923; P.O. 154803; P.O. 154919 (CCM/R 14-059R)

**City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020**

Department Community Services  
Division \_\_\_\_\_  
Account # 348-3490-800-5889  
Requestor Brett Williams

**Priority # 1**

**Project Name:** Parks Master Plan

**Project Status:** New Project

**Construction FY:** N/A

**Estimated Project Start Date:** 05/01/2015

**Estimated Project Completion Date:** 02/01/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The Parks Master Plan is a document that will be reflective of city council, community, and management input secured through surveys, town hall meetings, and focus groups. This input will then be integrated with a comprehensive review of the strengths and weaknesses of existing facilities and recommended improvements designed to better serve the community. A comprehensive parks master plan will assist the City in pursuing grant opportunities, particularly those offered through the Texas Parks and Wildlife Department. Additionally, the parks master plan will better define future funding needs for parks and recreation facilities.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
2014 G.O. Bond	\$ 50,000					\$ 50,000
						-
						-
						-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 50,000</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction								-
Equipment								-
Other	50,000	50,000						100,000
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 100,000</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type:  Project #:
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

**Notes:**

**City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020**

**Department** Community Services  
**Division** \_\_\_\_\_  
**Account #** 348-3490-800-5891  
**Requestor** Brett Williams

**Priority #** 2

**Project Name:** Lions Park Playground  
**Project Status:** New Project  
**Estimated Project Start Date:** 05/01/2016

**Construction FY:** N/A  
**Estimated Project Completion Date:** 09/01/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The plans for the Lions Park playground have not begun nor has the project been approved by City Council. Action is pending the completion of the Parks Master plan.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
2014 G.O. Bond	\$ 82,234					\$ 82,234
						-
						-
						-
<b>Total</b>	<b>\$ 82,234</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 82,234</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction								-
Equipment		82,234						82,234
Other								-
<b>Total</b>	<b>\$ -</b>	<b>\$ 82,234</b>	<b>\$ -</b>	<b>\$ 82,234</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type:  Project #:
Operating						-	
Capital Outlay		82,234				82,234	
<b>Total</b>	<b>\$ -</b>	<b>\$ 82,234</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 82,234</b>	

**Notes:**

**CUSTOMER FACILITY CHARGES**  
**FUND 526**  
**Budget Summary**  
**FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Customer Facility Charges	\$ -	\$ -	\$ 251,724	\$ 253,224
<b>Total Funding Sources</b>	<b>-</b>	<b>-</b>	<b>251,724</b>	<b>253,224</b>
<b>Expenditures</b>				
CFC Projects	-	-	250,000	1,259,284
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>250,000</b>	<b>1,259,284</b>
<b>Net Change in Fund Balance</b>				(1,006,060)
<b>Fund Balance, Beginning</b>				1,006,060
<b>Fund Balance, Ending</b>				<b>\$ -</b>

**AVIATION PASSENGER FACILITY  
CHARGES - FUND 529  
Budget Summary  
FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Passenger Facility Charges	\$ 586,572	\$ 723,130	\$ 682,348	\$ 684,592
Interest Earned	349	120	188	180
<b>Total Funding Sources</b>	<u>586,921</u>	<u>723,250</u>	<u>682,536</u>	<u>684,772</u>
<b>Expenditures</b>				
PFC Projects	1,127,469	928,815	475,594	511,675
Other Projects	-	-	-	173,097
Transfers Out	12,250	-	-	-
<b>Total Expenditures</b>	<u>1,139,719</u>	<u>928,815</u>	<u>475,594</u>	<u>684,772</u>
<b>Net Change in Fund Balance</b>				-
<b>Fund Balance, Beginning</b>				<u>7,300,270</u>
<b>Fund Balance, Ending</b>				<u><u>\$ 7,300,270</u></u>

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Aviation  
Division Killeen-Fort Hood Regional  
Account # 525-0515-521 & 529-0510-521  
Requestor Matt Van Valkenburgh

Priority # 1

Project Name: Txwy Bravo & Delta Rehab Design, Constr, Const Oversight & Insp.

Project Status: Continuing Project

Construction FY: 2015

Estimated Project Start Date: 09/04/2014

Estimated Project Completion Date: 09/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

To construct the rehabilitation of Taxiways Bravo and Delta. The project includes the removal of approximately 2" of new P-401 surface course. It will also address grading near airfield signage to mitigate erosion near and adjacent to the signs and various areas of pavement failures on the taxiways. Design phase began in FY14 and is estimated to be complete by FY16. This project supports Strategic Plan Goals #3 and #5.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
AIP Funding 90%	\$ 2,191,707					\$ 2,191,707
Passenger Facility Charges Funding (PFC) 10%	243,523					243,523
						-
						-
<b>Total</b>	<b>\$ 2,435,230</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,435,230</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 125,290	\$ 226,276						\$ 351,566
Property Acquisition								-
Construction	244,439	2,199,954						2,444,393
Equipment								-
Other	1,000	9,000						10,000
<b>Total</b>	<b>\$ 370,730</b>	<b>\$ 2,435,230</b>	<b>\$ -</b>	<b>\$ 2,805,959</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type:  Project #:
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

**Notes:**

Design Phase (Eng Design) FY2015 - \$101,400, FY2016 - \$ 11,267  
Construction Phase (Engineering) FY2015 - \$ 23,890, FY2016 - \$ 215,009  
(Construction) FY2015 -\$244,439, FY2016 - \$2,199,954  
(Other-Admin)FY2015 - \$ 1,000, FY2016 - \$ 9,000

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Aviation  
Division Killeen-Fort Hood Regional  
Account # 525-0515-521 & 529-0510-521  
Requestor Matt Van Valkenburgh

**Priority #** 2

**Project Name:** Term Loop Road Rehab Design, Constr, Constr Oversight & Insp.

**Project Status:** Continuing Project

**Construction FY:** 2015

**Estimated Project Start Date:** 09/04/2014

**Estimated Project Completion Date:** 09/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

To remove approximately 1 1/2" of worn bituminous surface course, replace with 2" of new TxDOT Item 340 surface course, and address pavement failures. Design phase began in FY14 and is estimated to be complete by FY16. This project supports Strategic Plan Goals #3 and #5.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
AIP Funding 90%	\$ 573,553					\$ 573,553
Passenger Facility Charges Funding (PFC) 10%	\$ 63,728					63,728
						-
						-
<b>Total</b>	<b>\$ 637,281</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 637,281</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 59,466	\$ 96,749						\$ 156,215
Property Acquisition								-
Construction	60,059	540,532						600,591
Equipment								-
Other								-
<b>Total</b>	<b>\$ 119,525</b>	<b>\$ 637,281</b>	<b>\$ -</b>	<b>\$ 756,806</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type:  Project #:
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

**Notes:**

Design Phase to be complete (Eng Design)FY2015 -\$ 49,325, FY2016 \$ 5,481  
Construction Phase to start (Engineering) FY2015 -\$ 10,141, FY2016 \$ 91,268  
(Construction) FY2015 -\$ 60,059, FY2016 \$ 540,532

**2005 SOLID WASTE BOND - FUND 385**  
**Budget Summary**  
**FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Interest	\$ -	\$ -	\$ -	\$ 1
<b>Total Funding Sources</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1</b>
<b>Expenditures</b>				
Transfer Station	-	5,523	-	5,524
<b>Total Expenditures</b>	<b>-</b>	<b>5,523</b>	<b>-</b>	<b>5,524</b>
<b>Net Change in Fund Balance</b>				(5,523)
<b>Beginning Fund Balance</b>				5,523
<b>Ending Fund Balance</b>				<u>\$ -</u>

**2001 WATER & SEWER BOND - FUND 381**  
**Budget Summary**  
**FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Interest	\$ 17	\$ -	\$ 19	\$ 15
<b>Total Funding Sources</b>	<b>17</b>	<b>-</b>	<b>19</b>	<b>15</b>
<b>Expenditures</b>				
Wastewater Metering	8,508	47,968	25,760	18,437
Sewerline reroute	-	-	3,808	-
<b>Total Expenditures</b>	<b>8,508</b>	<b>47,968</b>	<b>29,568</b>	<b>18,437</b>
<b>Net Change in Fund Balance</b>				(18,422)
<b>Fund Balance, Beginning</b>				18,422
<b>Fund Balance, Ending</b>				<b>\$ -</b>

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 381-3495-800  
Requestor Steve Kana

Priority # 1

Project Name: Wastewater Metering  
Project Status: Continuing Project Construction FY: N/A  
Estimated Project Start Date: 02/04/2015 Estimated Project Completion Date: 09/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

Provide installation and upkeep of five flow shark triton flow meter for one year. The vendor will also provide a web-based software system with real time data flow reporting as well as flow data storage.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 381 (381-3495-800-57-79)	\$ 18,400					\$ 18,400
						-
						-
						-
<b>Total</b>	<b>\$ 18,400</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,400</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction								-
Equipment								-
Other	25,760	18,400						44,160
<b>Total</b>	<b>\$ 25,760</b>	<b>\$ 18,400</b>	<b>\$ -</b>	<b>\$ 44,160</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type: Recurring Project #:
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

**Notes:**

P.O. 153887

**2007 WATER & SEWER BOND - FUND 384**  
**Budget Summary**  
**FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Interest	\$ 312	\$ -	\$ 195	\$ 190
<b>Total Funding Sources</b>	<b>312</b>	<b>-</b>	<b>195</b>	<b>190</b>
<b>Expenditures</b>				
Master Plan Update	15,901	-	13,921	3,243
W/S Design Standards	4,300	-	-	-
LS1 Diversion & Gravity	82,249	-	-	-
LS23 Expansion	115,540	-	29,082	-
Waterline Rehabilitation Phase 1	37,975	-	-	-
Manhole Rehabilitation	321,625	-	-	-
South Sewer Plant Analysis	25,268	-	-	-
18" Gravity Main (11S)	-	127,494	-	269,837
Sewerline Reroute (10S)	-	-	56,980	42,963
<b>Total Expenditures</b>	<b>602,858</b>	<b>127,494</b>	<b>99,983</b>	<b>316,043</b>
<b>Net Change in Fund Balance</b>				(315,853)
<b>Fund Balance, Beginning</b>				315,853
<b>Fund Balance, Ending</b>				<b>\$ -</b>

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
 Division Public Works  
 Account # 384-3495-800  
 Requestor Steve Kana

Priority # 1

Project Name: Master Plan Update

Project Status: Continuing Project

Construction FY: N/A

Estimated Project Start Date: 06/07/2011

Estimated Project Completion Date: 09/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This is the professional service agreement with Freese and Nichols for the 2012 Water and Wastewater Master Plan.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 384 (384-3495-800-54-67)	\$ 3,243					\$ 3,243
						-
						-
						-
<b>Total</b>	<b>\$ 3,243</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,243</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 272,254	\$ 3,243						\$ 275,497
Property Acquisition								-
Construction								-
Equipment								-
Other								-
<b>Total</b>	<b>\$ 272,254</b>	<b>\$ 3,243</b>	<b>\$ -</b>	<b>\$ 275,497</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type: Recurring  Project #:
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

**Notes:**

P.O. 130003 (CCM/R 11-068R)

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 384-3495-800  
Requestor Steve Kana

**Priority # 1**

Project Name: 18" Sewer Gravity Main (Part of 11S)  
Project Status: Continuing Project Construction FY: N/A  
Estimated Project Start Date: 12/01/2014 Estimated Project Completion Date: 09/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

City Owner Agreements to upsize a sewer main in Prairie View Phase 3 to an 18" line. (CCM/R 13-090R) City Owner agreement for a portion of the Yowell Creek Tributary Gravity Sanitary Sewer Interceptor as part of the Yowell Ranch, Phase IV Subdivision. (CCM/R 14-097)

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 384 (384-3495-800-54-99)	\$ 276,505					\$ 276,505
						-
						-
						-
<b>Total</b>	<b>\$ 276,505</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 276,505</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction	-	276,505						276,505
Equipment								-
Other								-
<b>Total</b>	<b>\$ -</b>	<b>\$ 276,505</b>	<b>\$ -</b>	<b>\$ 276,505</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> 513-004					

**Notes:**

P.O. 146552; P.O. 151723

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # Various  
Requestor Steve Kana

Priority # 1

Project Name: Project 10S - Sewerline Reroute

Project Status: Continuing Project

Construction FY: N/A

Estimated Project Start Date: 05/01/2015

Estimated Project Completion Date: 09/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This project will replace the existing 21-inch, 12-inch and 10-inch mains along the creek east of the North WWTP with a 24-inch, 18-inch and 15-inch wastewater main. Existing system analysis indicates that the existing line has limited capacity to convey peak wet weather flows conditions. This project will add more capacity to convey future flows to the WWTP.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 384 (384-3495-800-58-45)	\$ 42,963					\$ 42,963
						-
						-
						-
<b>Total</b>	<b>\$ 42,963</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 42,963</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 6,980							\$ 6,980
Property Acquisition								-
Construction	50,000	42,963						92,963
Equipment								-
Other								-
<b>Total</b>	<b>\$ 56,980</b>	<b>\$ 42,963</b>	<b>\$ -</b>	<b>\$ 99,943</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Non-Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b>					

Notes:

**2013 WATER & SEWER BOND  
FUND 386  
Budget Summary  
FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Interest Earned	66,199	50,000	51,771	50,000
Investment Expense	(10,512)	(10,000)	(6,091)	(6,000)
<b>Total Funding Sources</b>	<b>55,687</b>	<b>40,000</b>	<b>45,680</b>	<b>44,000</b>
<b>Expenditures</b>				
PBII Crew Operations	138,135	483,797	336,745	201,538
Machinery	353,862	100,000	60,000	-
Little Trimmer Creek Gravity Main	-	-	-	165,000
Sewerline SSES Phase 3	89,496	-	310,503	30,000
Water System Improvements	39,630	367,448	60,370	200,000
Stagecoach Water Line	752,640	-	-	-
Waterline Rehab Ph 1	2,900	1,564,750	50,000	1,514,750
8" Onion Road Waterline	-	608,030	50,000	558,030
Airport Pressure Plane LP	-	205,640	-	205,640
Mohawk Dr / Clear Creek Waterline	-	1,253,114	253,010	977,551
Waterline Rehab Ph 2	-	1,232,180	-	300,000
12" Trimmer Road Waterline	635,750	1,407,611	-	-
LS #23 Expansion /F.M./Gravity	748	1,427,330	1,109,756	316,826
LSI Diversion & Gravity	-	495,540	-	-
LS #20 Force Main/Gravity	136,297	166,433	1,237,381	317,082
City Water Reuse Project	963,146	1,087,510	53,918	760,573
Manhole Rehab Phase 3	97,288	2,360,152	-	-
Sewerline Rehab Phase 2	12,639	1,811,783	12,639	1,596,919
WW Main Replace - Central Basin	-	674,690	50,000	624,690
Lift Station 20 Expansion	-	291,650	-	291,650
Lift Station 22 Expansion	-	46,122	-	268,800
Other Projects	-	-	-	5,195,866
<b>Total Expenditures</b>	<b>3,222,531</b>	<b>15,583,780</b>	<b>3,584,322</b>	<b>13,524,915</b>
<b>Net Change in Fund Balance</b>				(13,480,915)
<b>Fund Balane, Beginning</b>				13,521,559
<b>Fund Balance, Ending</b>				<b>\$ 40,644</b>

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 386-3495-800  
Requestor Steve Kana

**Priority #** 1

**Project Name:** Little Trimmier Creek Gravity Main  
**Project Status:** New Project **Construction FY:** 2016  
**Estimated Project Start Date:** TBD **Estimated Project Completion Date:** 09/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This project is a City/Owner Agreement for the construction of a 15-inch diameter sanitary sewer gravity interceptor in association with the Heritage Oaks, Phase One Subdivision.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 386 (386-3495-800-54-76)	\$ 165,000					\$ 165,000
						-
						-
						-
<b>Total</b>	<b>\$ 165,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 165,000</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction		165,000						165,000
Equipment								-
Other								-
<b>Total</b>	<b>\$ -</b>	<b>\$ 165,000</b>	<b>\$ -</b>	<b>\$ 165,000</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Non-Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b>					

**Notes:**

Construction P.O. 150400 (CCM/R 14-055R)

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 386-3495-800  
Requestor Steve Kana

**Priority # 1**

**Project Name:** Sewer Line Sewer System Evaluation Survey (SSES) Phase 3

**Project Status:** Continuing Project

**Construction FY:** N/A

**Estimated Project Start Date:** 04/14/2015

**Estimated Project Completion Date:** 09/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This project is in the third phase of sewer line SSES, Pipeline Analysis will evaluate 680/789 feet of sewer pipe. Pipeline Analysis will locate defects, establish least cost repair estimates, and prepare a sewer line rehabilitation plan.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 386 (386-3495-800-54-77)	\$ 30,000					\$ 30,000
						-
						-
						-
<b>Total</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 30,000</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction	400,000	30,000						430,000
Equipment								-
Other								-
<b>Total</b>	<b>\$ 400,000</b>	<b>\$ 30,000</b>	<b>\$ -</b>	<b>\$ 430,000</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> 514-003					

**Notes:**

Construction P.O. 150151 (CCM/R 14-039R)

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 386-3495-800  
Requestor Steve Kana

Priority # 1

Project Name: Project 1W: Miscellaneous Water System Improvement

Project Status: Continuing Project

Construction FY: N/A

Estimated Project Start Date: 07/14/2015

Estimated Project Completion Date: 09/30/2017

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This project is a collection of small improvements that will increase capacity and improve operations. The various components of this project are: •Connecting an existing 16-inch and 12-inch line that are currently dead-ends near the Middle Pressure Plane boundary to the 24-inch transmission line that supplies Pump Station #4. •Replacing the control valve on the inlet pipe of the Pump Station #4 ground storage tank. •Installing control valves that can be controlled by SCADA at the elevated tanks in the Lower Pressure Plane. •Upsizing the existing discharge pipe at Pump Station #3. •Connecting existing 12-inch lines near Elms Road and Christie Drive to convert a portion of the Lower Pressure Plane to the Upper Pressure Plane. •Installing a pressure reducing valve (PRV) near Jasper Drive and Florence Road.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 386 (386-3495-800-54-81)	\$ 200,000	\$ 114,490				\$ 314,490
						-
						-
						-
<b>Total</b>	<b>\$ 200,000</b>	<b>\$ 114,490</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 314,490</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction	100,000	200,000	114,490					414,490
Equipment								-
Other								-
<b>Total</b>	<b>\$ 100,000</b>	<b>\$ 200,000</b>	<b>\$ 114,490</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 414,490</b>

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Non-Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> 413-001					

Notes:

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # Various  
Requestor Steve Kana

**Priority # 1**

**Project Name:** Project 3W: Water Line Rehabilitation Phase 1

**Project Status:** New Project

**Construction FY:** N/A

**Estimated Project Start Date:** 06/01/2015

**Estimated Project Completion Date:** 09/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This project will replace old or under-sized water lines in the area to help reduce the number of breaks, as well as increase available fire flow and improve water quality. Rehabilitation of water lines in the area bordered by 10th Street, 28th Street, Rancier Ave, and VMB.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 386 (386-3495-800-54-83)	\$ 1,514,750					\$ 1,514,750
						-
						-
						-
<b>Total</b>	<b>\$ 1,514,750</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,514,750</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 50,000	\$ 73,000						\$ 123,000
Property Acquisition								-
Construction		1,441,750						1,441,750
Equipment								-
Other	2,900							2,900
<b>Total</b>	<b>\$ 52,900</b>	<b>\$ 1,514,750</b>	<b>\$ -</b>	<b>\$ 1,567,650</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> 513-004					

**Notes:**

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 386-3495-800  
Requestor Steve Kana

**Priority #** 1

**Project Name:** Project 4W - 8" Onion Road Water Line

**Project Status:** New Project

**Construction FY:** N/A

**Estimated Project Start Date:** 06/01/2015

**Estimated Project Completion Date:** 09/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The proposed line will replace the existing 4-inch line to provide additional capacity to the area. This line will be in the Upper Pressure Plane.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 386 (386-3495-800-54-84)	\$ 558,030					\$ 558,030
						-
						-
						-
<b>Total</b>	<b>\$ 558,030</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 558,030</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 50,000	\$ 70,000						\$ 120,000
Property Acquisition								-
Construction		488,030						488,030
Equipment								-
Other								-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ 558,030</b>	<b>\$ -</b>	<b>\$ 608,030</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Non-Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b>					

**Notes:**

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 386-3495-800  
Requestor Steve Kana

Priority # 1

Project Name: Airport Pressure Plan LP  
Project Status: New Project Construction FY: N/A  
Estimated Project Start Date: TBD Estimated Project Completion Date: TBD

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This project provides looping so that dead-end lines are minimized when a portion of the Upper Pressure Plane is converted to the Airport Pressure Plane to increase pressures in the area.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 386 (386-3495-800-54-85)	\$ 205,640					\$ 205,640
						-
						-
						-
<b>Total</b>	<b>\$ 205,640</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 205,640</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction		205,640						205,640
Equipment								-
Other								-
<b>Total</b>	<b>\$ -</b>	<b>\$ 205,640</b>	<b>\$ -</b>	<b>\$ 205,640</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Non-Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b>					

Notes:

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 386-3495-800  
Requestor Steve Kana

Priority # 1

Project Name: Project 6W - 12" Mohawk Dr/Clear Creek Water Line

Project Status: Continuing Project

Construction FY: 2016

Estimated Project Start Date: 08/01/2013

Estimated Project Completion Date: 09/30/2017

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This project consists of a 12-inch water line in the Airport Pressure Plane that will serve a proposed development in the area. A City Owner Agreement was approved by council for Goodnight Ranch Phase 13 and the Landings for the extension of a 12" water line.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 386 (386-3495-800-54-86)	\$ 977,551	\$ 200,000				\$ 1,177,551
						-
						-
						-
<b>Total</b>	<b>\$ 977,551</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,177,551</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction	253,009	977,551	200,000					1,430,560
Equipment								-
Other								-
<b>Total</b>	<b>\$ 253,009</b>	<b>\$ 977,551</b>	<b>\$ 200,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,430,560</b>

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type: Recurring  Project #:
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

**Notes:**

P.O. 146063 is a city owner agreement (also hitting account number 550-9590-495-62-78 ) should close out this fiscal year. P.O. 151417 was paid on 05/01/2015 AP run.

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 386-3495-800  
Requestor Steve Kana

**Priority #** 1

**Project Name:** Project 7W - Water Line Rehab Phase 2

**Project Status:** New Project

**Construction FY:** 2016

**Estimated Project Start Date:** 07/01/2016

**Estimated Project Completion Date:** 09/30/2017

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This project will replace old or under-sized water lines in the area to help reduce the number of breaks, as well as increase available fire flow and improve water quality.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 386 (386-3495-800-54-87)	\$ 300,000	\$ 932,180				\$ 1,232,180
						-
						-
						-
<b>Total</b>	<b>\$ 300,000</b>	<b>\$ 932,180</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,232,180</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction		300,000	932,180					1,232,180
Equipment								-
Other								-
<b>Total</b>	<b>\$ -</b>	<b>\$ 300,000</b>	<b>\$ 932,180</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,232,180</b>

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b>					

**Notes:**

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 386-3495-800  
Requestor Steve Kana

Priority # 1

Project Name: Project 1S- Lift Station #23 Expansion

Project Status: Continuing Project

Construction FY: N/A

Estimated Project Start Date: 06/01/2013

Estimated Project Completion Date: 10/30/2015

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

Lift Station #23 will need to be expanded to a firm capacity of 2.5 mgd to support growth in the Goodnight Ranch and Mohawk developments. The plan for the future is to divert some of the flow through the Goodnight Ranch development to the South WWTP. Growth in the southern portion of the South Nolan Creek Basin due to the Goodnight Ranch and Mohawk Drive developments will exceed the existing capacity of Lift Station #23 in the future.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 386 (386-3495-800.54-89)	\$ 316,826					\$ 316,826
						-
						-
						-
<b>Total</b>	<b>\$ 316,826</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 316,826</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 166,876	\$ -						\$ 166,876
Property Acquisition								-
Construction	1,110,504	316,826						1,427,330
Equipment								-
Other								-
<b>Total</b>	<b>\$ 1,277,380</b>	<b>\$ 316,826</b>	<b>\$ -</b>	<b>\$ 1,594,206</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Non-Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> 513-001					

**Notes:**

The projected cost included the Engineering P.O. 145128 that is hitting account 384-3495-800-54-75. This purchase order should be paid out during FY 15. Construction P.O. 152318

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 386-3495-800  
Requestor Steve Kana

**Priority # 1**

**Project Name:** Project 3S - Stagecoach Road Wastewater Improvements

**Project Status:** Continuing Project

**Construction FY:** N/A

**Estimated Project Start Date:** 10/01/2013

**Estimated Project Completion Date:** 04/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This project will divert flow from the Central Basin into the Trimmier Creek Basin. It will remove flow upstream of Lift Station #20 and divert it to the 21-inch line upstream of the South WWTP. The model indicates that the existing line upstream of Lift Station #2 will be overloaded in the future due to growth. diverting the flow alleviates the strain in the line.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 386 (386-3495-800.54-91)	\$ 317,082					\$ 317,082
						-
						-
						-
<b>Total</b>	<b>\$ 317,082</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 317,082</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction	1,373,678	317,082						1,690,760
Equipment								-
Other								-
<b>Total</b>	<b>\$ 1,373,678</b>	<b>\$ 317,082</b>	<b>\$ -</b>	<b>\$ 1,690,760</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring  <b>Project #:</b>
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

**Notes:**

Construction P.O. 146387

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 386-3495-800  
Requestor Steve Kana

**Priority # 1**

Project Name: Project 4S - Water Reuse Project

Project Status: Continuing Project

Construction FY: N/A

Estimated Project Start Date: 05/01/2014

Estimated Project Completion Date: 09/30/2017

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The purpose of this project is to transfer beneficial reuse irrigation water from the BCWCID #1 North WWTP to the City of Killeen's Stonetree Golf Course and the Killeen Athletic Complex. It includes the building of new infrastructure and the utilization of existing infrastructure at BCWCID #1 WWTP No. 1.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 386 (386-3495-800-54-92)	\$ 760,573	\$ 259,873				\$ 1,020,446
						-
						-
						-
<b>Total</b>	<b>\$ 760,573</b>	<b>\$ 259,873</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,020,446</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 67,064	\$ 260,573						\$ 327,637
Property Acquisition								-
Construction	950,000	500,000	259,873					1,709,873
Equipment								-
Other								-
<b>Total</b>	<b>\$ 1,017,064</b>	<b>\$ 760,573</b>	<b>\$ 259,873</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,037,510</b>

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring  <b>Project #:</b> 614-003
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

**Notes:**

Engineering P.O. 151923 (CCM/R 14-067R)

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 386-3495-800  
Requestor Steve Kana

**Priority # 1**

**Project Name:** Project 6S - Sewer Line Rehabilitation Phase 2  
**Project Status:** Continuing Project **Construction FY:** N/A  
**Estimated Project Start Date:** 05/01/2014 **Estimated Project Completion Date:** 04/01/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The purpose of this project is to rehabilitate sewer lines identified during the SSES study as part of the Sanitary Sewer Overflow Initiative the City of Killeen agreed to with the Texas Commission on Environmental Quality.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 386 (386-3495-800-54-94)	\$ 1,596,919					\$ 1,596,919
						-
						-
						-
<b>Total</b>	<b>\$ 1,596,919</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,596,919</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction	12,639	1,596,919						1,609,558
Equipment								-
Other								-
<b>Total</b>	<b>\$ 12,639</b>	<b>\$ 1,596,919</b>	<b>\$ -</b>	<b>\$ 1,609,558</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> 614-001					

**Notes:**

(CCM/R 14-066R) Get with Karen on this one, questions on operations

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 386-3495-800  
Requestor Steve Kana

**Priority # 1**

**Project Name:** Project 7S - 15" WW Main Replacement in the Central Basin

**Project Status:** New Project

**Construction FY:** N/A

**Estimated Project Start Date:** 07/01/2015

**Estimated Project Completion Date:** 09/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The existing 12-inch line is a restriction between the 15-inch main upstream of Old FM 440 and downstream of Florence Road. Replacing the 12-inch line with a 15-inch wastewater main will remove the restriction and provide capacity to convey future peak wet weather flows.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 386 (386-3495-800-54-95)	\$ 624,690					\$ 624,690
						-
						-
						-
<b>Total</b>	<b>\$ 624,690</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 624,690</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 50,000	\$ 50,000						\$ 100,000
Property Acquisition								-
Construction		574,690						574,690
Equipment								-
Other								-
<b>Total</b>	<b>\$ 50,000</b>	<b>\$ 624,690</b>	<b>\$ -</b>	<b>\$ 674,690</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Non-Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b>					

**Notes:**

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 386-3495-800  
Requestor Steve Kana

**Priority # 1**

Project Name: Project 8S Lift Station #20 Expansion  
Project Status: New Project Construction FY: 2016  
Estimated Project Start Date: TBD Estimated Project Completion Date: TBD

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This project consists of expanding Lift Station #20 to a firm capacity of 4.0 mgd. The lift station has an existing slot for new pump. Lift Station #20 must be expanded to pump the future flow due to the expansion of Lift Station #23 and the future project to divert flow from the South Nolan Creek Basin through the Goodnight Ranch development.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 386 (386-3495-800-54-96)	\$ 291,650					\$ 291,650
						-
						-
						-
<b>Total</b>	<b>\$ 291,650</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 291,650</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction		291,650						291,650
Equipment								-
Other								-
<b>Total</b>	<b>\$ -</b>	<b>\$ 291,650</b>	<b>\$ -</b>	<b>\$ 291,650</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Non-Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b>					

Notes:

City of Killeen  
 Capital Improvements Program Budget  
 FY 2016-2020

Department Water & Sewer  
 Division Public Works  
 Account # 386-3495-800  
 Requestor Steve Kana

**Priority # 1**

Project Name: Project 9S - Lift Station #22 Expansion  
 Project Status: New Project Construction FY: 2016  
 Estimated Project Start Date: TBD Estimated Project Completion Date: TBD

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This project consists of expanding Lift Station #22 to a firm capacity of 2.0 mgd. With the expansion of Lift Station #23 and the future project to divert flow from the South Nolan Creek Basin through the Goodnight Ranch development, Lift Station #22 must be expanded to handle future growth as well as the diversion.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 386 (386-3495-800-54-97)	\$ 268,800					\$ 268,800
						-
						-
						-
<b>Total</b>	<b>\$ 268,800</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 268,800</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction		268,800						268,800
Equipment								-
Other								-
<b>Total</b>	<b>\$ -</b>	<b>\$ 268,800</b>	<b>\$ -</b>	<b>\$ 268,800</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type: Recurring  Project #: TBD
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

Notes:

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Water & Sewer  
Division Public Works  
Account # 386-3495-800  
Requestor Steve Kana

Priority # 1

Project Name: Other Projects Accounts

Project Status: \_\_\_\_\_

Construction FY: N/A

Estimated Project Start Date: \_\_\_\_\_

Estimated Project Completion Date: \_\_\_\_\_

Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.

Other Projects.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 386 (386-3495-800-xx-xx)	\$ 3,544,775					\$ 3,544,775
						-
						-
						-
<b>Total</b>	<b>\$ 3,544,775</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,544,775</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction		3,544,775						3,544,775
Equipment								-
Other								-
<b>Total</b>	<b>\$ -</b>	<b>\$ 3,544,775</b>	<b>\$ -</b>	<b>\$ 3,544,775</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type: Recurring  Project #:
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

**Notes:**

Close out 54-88 ; 54-91; 54-93

**WATER & SEWER CAPITAL PROJECTS FUND**  
**FUND 387**  
**Budget Summary**  
**FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Transfers In	-	-	115,000	-
<b>Total Funding Sources</b>	<b>-</b>	<b>-</b>	<b>115,000</b>	<b>-</b>
<b>Expenditures</b>				
Security Upgrades	-	-	113,498	-
Other Projects	-	-	-	1,502
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>113,498</b>	<b>1,502</b>
<b>Net Change in Fund Balance</b>				(1,502)
<b>Fund Balance, Beginning</b>				1,502
<b>Fund Balance, Ending</b>				<b>\$ -</b>

**2006 DRAINAGE BOND  
FUND 576  
Budget Summary  
FY 2016**

	<b>FY 2014 Actual</b>	<b>FY 2015 Budget</b>	<b>FY 2015 Estimated</b>	<b>FY 2016 Budget</b>
<b>Funding Sources</b>				
Interest	-	-	14,800	14,000
Investment Expense	-	-	(860)	(800)
<b>Total Funding Sources</b>	<b>-</b>	<b>-</b>	<b>13,940</b>	<b>13,200</b>
<b>Expenditures</b>				
SNC at Odom	-	-	5,465	1,124,923
Patriotic Ditch	-	-	-	14,576
LNC1 at Caprock	-	-	925,776	-
Bermuda	-	-	674	723,559
Valley Ditch	-	-	3,135	289,472
Downtown Phase 2	-	-	-	1,012,600
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>935,050</b>	<b>3,165,130</b>
<b>Net Change in Fund Balance</b>				(3,151,930)
<b>Fund Balance, Beginning</b>				3,443,469
<b>Fund Balance, Ending</b>				<b>\$ 291,539</b>

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Drainage  
Division Public Works  
Account # Various  
Requestor Kristina Ramirez

**Priority # 1**

Project Name: South Nolan Creek Phase 2 - Engineering  
Project Status: Continuing Project Construction FY: 2016  
Estimated Project Start Date: 01/01/2008 Estimated Project Completion Date: 09/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This is the master engineering contract with Jacobs Eng. For Drainage Master Planning Services. The last tasks within the master contract are tied to the closeout of the phase 1 bank reconstruction project and engineering services to support the phase 2 bank reconstruction project along South Nolan Creek (SNC). These CIP projects were in the adopted 2005 Drainage Master Plan and funded in the 2006 drainage bond and within annual Drainage Utility operating budget Professional Services line item. This project is phase 2 of the bank stabilization project along South Nolan Creek (SNC). This is linked to the TCEQ Supplemental Environmental Compliance Project and cannot bid until they authorize the City to proceed. This construction project is anticipated to bid and be encumbered prior to 09/30/2015; however, the City does not anticipate making a payment on this project until FY2016.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 576 (576-9591-495-63-04)	\$ 1,124,923					\$ 1,124,923
						-
						-
						-
<b>Total</b>	<b>\$ 1,124,923</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,124,923</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 29,842	\$ 21,923						\$ 51,765
Property Acquisition								-
Construction	530,502	1,103,000						1,633,502
Equipment								-
Other	-							-
<b>Total</b>	<b>\$ 560,344</b>	<b>\$ 1,124,923</b>	<b>\$ -</b>	<b>\$ 1,685,267</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> 708-004					

**Notes:**

Engineering P.O. 126713;

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Drainage  
Division Public Works  
Account # 576-9591-495  
Requestor Kristina Ramirez

**Priority #**

Project Name: Patriotic Ditch  
Project Status: Continuing Project  
Estimated Project Start Date: 08/25/2008

Construction FY: 2016

Estimated Project Completion Date: 09/30/2017

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This contract began as the Walker and Partner, LLC professional engineering service agreement for Zephyr Road Minor Drainage CIP #6. In 2012, this project was combined with the design for Major Drainage CIP-Patriotic Ditch to include a preliminary engineering report and final design for improvements to the earthen channel and addition of storm drain. This project will improve existing flooding conditions. This project has been delayed due easement acquisition issues. Condemnation has been considered but will not be pursued until the construction phase of this project is funded in a proposed future drainage bond. The funds identified in this line item will be utilized to fund the construction of the 10th Street CIP. The City anticipated bidding the 10th Street project in July of 2015. Expenditures are not anticipated until FY2016.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund (576-9591-495-63-07)	\$ 14,576					\$ 14,576
						-
						-
						-
<b>Total</b>	<b>\$ 14,576</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 14,576</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering		\$ 14,576						\$ 14,576
Property Acquisition								-
Construction								-
Equipment								-
Other	81							81
<b>Total</b>	<b>\$ 81</b>	<b>\$ 14,576</b>	<b>\$ -</b>	<b>\$ 14,657</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> 708-007					

**Notes:**

Engineering P.O. 134024

**City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020**

**Department** Drainage  
**Division** Public Works  
**Account #** 576-9591-495  
**Requestor** Kristina Ramirez

**Priority #** 1

**Project Name:** Bermuda/Ronstan Phase 1

**Project Status:** Continuing Project

**Construction FY:** 2016

**Estimated Project Start Date:** 11/26/2012

**Estimated Project Completion Date:** 09/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This is the Freese & Nichols, Inc professional engineering service agreement for the major CIP drainage project along the Bermuda and Ronstan ditches to include a preliminary engineering report and final design for improvements. These funds are for the major CIP drainage project along the Bermuda and Ronstan ditches to include installation of storm drains, channel repairs and pavement repairs and will improve existing flooding conditions (CCM/R 12-075R). One bid was received for the construction portion of this project on May 28, 2015, and the award of the bid is anticipated by City Council on June 23, 2015. Final payment on this contract is not anticipated until completion of construction in FY2016. Any remaining funds will be used toward the 10th Street CIP.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 576 (576-9591-495-63-19)	\$ 723,559					\$ 723,559
						-
						-
						-
<b>Total</b>	<b>\$ 723,559</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 723,559</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering		\$ 837						\$ 837
Property Acquisition								-
Construction	8,231	722,722						730,953
Equipment								-
Other	2,596							2,596
<b>Total</b>	<b>\$ 10,827</b>	<b>\$ 723,559</b>	<b>\$ -</b>	<b>\$ 734,386</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> 712-004					

**Notes:**

Engineering P.O. 139871  
 Anticipate award of construction contract by City Council on June 23, 2015.

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Drainage  
Division Public Works  
Account # 576-9591-495  
Requestor Kristina Ramirez

Priority # 1

Project Name: Valley Ditch Reconstruction Phase I  
Project Status: Continuing Project Construction FY: 2016  
Estimated Project Start Date: 05/01/2009 Estimated Project Completion Date: 12/31/2017

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This is the Walker Partners, LLC professional engineering service agreement for a preliminary engineering report and final design for the construction project to improvements to the Valley Ditch drainage crossing at the Burlington Northern Santa Fe (BNSF) railroad crossing, and will improve upstream flooding conditions (CCM/R 09-072R & CCM/R 14-001R). The engineering portion of this CIP was in the adopted 2005 Drainage Master Plan and within annual Drainage Utility operating budget Professional Services line item. Part of the construction portion is funded in the 2006 drainage bond and the remaining portion will be funded from a future drainage bond. This project cannot proceed until permit authorization is received from BNSF. Staff anticipates this project will be awarded in FY2016 and completed in FY2017.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 576 (576-9591-495-63-22)	\$ 289,472	\$ -				\$ 289,472
						-
						-
						-
<b>Total</b>	<b>\$ 289,472</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 289,472</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 3,135	\$ 38,489	\$ -					\$ 41,624
Property Acquisition								-
Construction		250,983						250,983
Equipment								-
Other								-
<b>Total</b>	<b>\$ 3,135</b>	<b>\$ 289,472</b>	<b>\$ -</b>	<b>\$ 292,607</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type: Recurring Project #: 708-017
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

**Notes:**

Engineering P.O. 148717

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Drainage  
Division Public Works  
Account # 576-9591-495  
Requestor Kristina Ramirez/George Lueck

Priority # 1

Project Name: Downtown Phase II  
Project Status: New Project Construction FY: 2016  
Estimated Project Start Date: TBD Estimated Project Completion Date: TBD

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The Downtown Phase II project out is currently in the bid advertisement phase with bid opening starting in July. Estimated drainage expenditures are \$1,012,600. This project is a continuation of the streetscaping of the Avenue D and 8th Street intersection going east to the Avenue D and 10th Street intersection. The project will also correct storm water drainage on 10th Street south from Avenue D to Nolan Creek; boring under the railroad tracks.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 576 (576-9591-495-63-25)	\$ 1,012,600	\$ -				\$ 1,012,600
						-
						-
						-
<b>Total</b>	<b>\$ 1,012,600</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,012,600</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering			\$ -					\$ -
Property Acquisition								-
Construction		1,012,600						1,012,600
Equipment								-
Other								-
<b>Total</b>	<b>\$ -</b>	<b>\$ 1,012,600</b>	<b>\$ -</b>	<b>\$ 1,012,600</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type: Non-Recurring Project #: 310-002B
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

Notes:

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Drainage  
Division Public Works  
Account # 575-3435-432  
Requestor Kristina Ramirez/George Lueck

**Priority # 1**

**Project Name:** Stagecoach Road Reconstruction Phase 2/CO #3

**Project Status:** Continuing Project

**Construction FY:** 2016

**Estimated Project Start Date:** 09/10/2013

**Estimated Project Completion Date:** 02/07/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This is for the rerouting of the Onion Road and Stagecoach Road storm drain and the reconstruction of the Onion Road culvert crossing approved in Change Order #3 of the Stagecoach Road Reconstruction Phase 2 project (310-004-C) that is managed by the Transportation Division (CCM/R 14-103R).

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 575 (575-3435-432.63-01)	\$ 42,617	\$ -				\$ 42,617
						-
						-
						-
<b>Total</b>	<b>\$ 42,617</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 42,617</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering			\$ -					\$ -
Property Acquisition								-
Construction	108,220	42,617						150,837
Equipment								-
Other								-
<b>Total</b>	<b>\$ 108,220</b>	<b>\$ 42,617</b>	<b>\$ -</b>	<b>\$ 150,837</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Non-Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b>					

**Notes:**

PO 146387

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Drainage  
Division Public Works  
Account # 575-3476-432  
Requestor Kristina Ramirez

Priority # \_\_\_\_\_

Project Name: Illinois Ave - Engineering  
Project Status: Continuing Project  
Estimated Project Start Date: 07/23/2013

Construction FY: N/A

Estimated Project Completion Date: 12/31/2015

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This is the Jones-Heroy and Associates professional engineering service agreement for the evaluation of Minor Capital Improvements List as of 2013. Based on the results of that study, this contract was amended to include a preliminary engineering report and final designs for improvements to storm drain and pavement sections at the intersections of Illinois and Trimmier and W.S. Young and Illinois Avenue. This project will improve existing flooding and pavement failures. Construction of this project will not occur until funding becomes available in the Minor CIP Operations budget. Construction phase services are anticipated in FY2016.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 575 (575-3476-432-44-20)	\$ 8,100					\$ 8,100
						-
						-
						-
<b>Total</b>	<b>\$ 8,100</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 8,100</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 1,298	\$ 8,100						\$ 9,398
Property Acquisition								-
Construction								-
Equipment								-
Other								-
<b>Total</b>	<b>\$ 1,298</b>	<b>\$ 8,100</b>	<b>\$ -</b>	<b>\$ 9,398</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type: Recurring Project #: 713-003
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

**Notes:**

Engineering P.O. 145673

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Drainage  
Division Public Works  
Account # 575-3435-432  
Requestor Kristina Ramirez

Priority # \_\_\_\_\_

Project Name: Minor Drainage Projects  
Project Status: Continuing Project  
Estimated Project Start Date: 10/01/2015

Construction FY: 2016

Estimated Project Completion Date: 09/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

The adopted 2005 Drainage Master Plan included a minor capital improvement project list and a method for the City to identify future minor CIPs. This minor CIP list process was enhanced and adopted in the 2012 Drainage Master Plan. Staff continually reprioritizes projects as they are identified according to the adopted standards. These funds are used to complete in-house projects and those that must be contracted to outside contractors. Staff anticipates that the FY2016 funds will be utilized for the Illinois Minor CIP. However, these funds may also be used to address emergency failures, environmental compliance and maintenance projects that exceed a two day construction duration. The funds identified below are within the Drainage Utility budget cap for FY2016.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 575 (575-3435-432-63-01)	\$ 350,000					\$ 350,000
						-
						-
						-
<b>Total</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 350,000</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction		350,000						350,000
Equipment								-
Other								-
<b>Total</b>	<b>\$ -</b>	<b>\$ 350,000</b>	<b>\$ -</b>	<b>\$ 350,000</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type: Recurring Project #: 713-003
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

**Notes:**

This account is budgeted during base budget.

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Drainage  
Division Public Works  
Account # Various  
Requestor Kristina Ramirez

**Priority #**

**Project Name:** Fleet Service Center Demolition

**Project Status:** Continuing Project

**Construction FY:** 2016

**Estimated Project Start Date:** 04/15/2014

**Estimated Project Completion Date:** 09/30/2016

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This is for the the engineering plans and specifications and for the demolition of eleven (11) structures previously (inclusive to the former Street Services Department) located at the Fleet Service Center, to include identifying locations, extent and quantities of all hazardous materials requiring abatement environmental permits required for the project. Demolition will begin in late FY2015 and will be completed in early FY2016.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 575 (575-3476-432-44-20)	\$ 32,350					\$ 32,350
Fund 575 (575-3435-432-44-20)	10,775					10,775
Fund 575 (575-3435-432-63-01)	150,000					150,000
	-					-
	-					-
<b>Total</b>	<b>\$ 193,125</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 193,125</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering	\$ 6,650	\$ 43,125						\$ 49,775
Property Acquisition								-
Construction	-	150,000						150,000
Equipment								-
Other	-	-						-
<b>Total</b>	<b>\$ 6,650</b>	<b>\$ 193,125</b>	<b>\$ -</b>	<b>\$ 199,775</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring  <b>Project #:</b> 714-002
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

**Notes:**

Engineering P.O. 149641;  
Construction P.O. won't be created until after the bid in late FY2015 and resulting P.O. will need to be carried over into next fiscal year

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Drainage  
Division Public Works  
Account # Various  
Requestor Kristina Ramirez

**Priority #**

Project Name: Professional Services

Project Status: Continuing Project

Construction FY: N/A

Estimated Project Start Date: Ongoing

Estimated Project Completion Date: Ongoing

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This is used for professional, engineering, architectural, surveying, geotechnical, environmental, GIS/GPS, easement and right of way acquisition, facility assessment and feasibility, appraisals and appraisal reviews, rate assistance, and construction phase services that are procured to continue the implementation of the City's Drainage Master Plan (DMP) and TCEQ water quality permits (Industrial & MS4). The DMP guides and prioritizes the Drainage Minor Capital Improvements Program (CIP). Major CIP, and the Drainage Maintenance Program funded by the Drainage Utility revenue. The funds identified below are within the Drainage Utility budget cap for FY2016.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 575 (575-3476-432-44-20)	\$ 107,934					\$ 107,934
Fund 575 (575-3435-432-44-20)	3,067					3,067
	-					-
	-					-
<b>Total</b>	<b>\$ 111,001</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 111,001</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction	-							-
Equipment								-
Other	-	111,001						111,001
<b>Total</b>	<b>\$ -</b>	<b>\$ 111,001</b>	<b>\$ -</b>	<b>\$ 111,001</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	<b>Project Type:</b> Recurring
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>	<b>Project #:</b> 714-002					

**Notes:**

These accounts are budgeted during base budget.

City of Killeen  
Capital Improvements Program Budget  
FY 2016-2020

Department Drainage  
Division Public Works  
Account # Various  
Requestor Kristina Ramirez

Priority # \_\_\_\_\_

Project Name: Environmental Services

Project Status: Continuing Project

Construction FY: N/A

Estimated Project Start Date: Ongoing

Estimated Project Completion Date: Ongoing

**Describe/justify the project and explain how it ties into the 2030 Plan or City's mission. Attach a memo if additional space is needed.**

This is used for water quality, emergency response, and compliance contracts. The funds are also used to host public education sessions for compliance with the City's various TCEQ water quality permits. The funds identified below are within the Drainage Utility budget cap for FY2016.

FUNDING SOURCES						
Source	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total
Fund 575 (575-3476-432-44-20)	\$ 18,000					\$ 18,000
						-
						-
	-					-
	-					-
<b>Total</b>	<b>\$ 18,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 18,000</b>

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2015	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021 to Completion	Total Project Cost
Design/Engineering								\$ -
Property Acquisition								-
Construction	-							-
Equipment								-
Other	-	18,000						18,000
<b>Total</b>	<b>\$ -</b>	<b>\$ 18,000</b>	<b>\$ -</b>	<b>\$ 18,000</b>				

ANNUAL OPERATING IMPACT							
Description	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	5 Year Total	Other
Personnel						\$ -	Project Type: Recurring Project #: 714-002
Operating						-	
Capital Outlay						-	
<b>Total</b>	<b>\$ -</b>						

**Notes:**

This account is budgeted during base budget.

# Five Year Forecasts



*Dedicated Service - Every Day, for Everyone!*

# FIVE YEAR FORECASTS

This section presents five year forecasts for the City's major operating funds in an effort to provide a financial tool by which future budgets and actual results of operations can be monitored. A financial forecast provides prospective financial statements that present an entity's expected financial position, results of operations, and cash flows for one or more future periods. This five year forecast attempts to do just that. The scope of this year's five year forecast is limited to revenues and expenditures for the City's major operating funds: the general fund, the aviation funds, the solid waste fund, the water and sewer fund, and the drainage utility fund.

The City's financial position over the past decade has been strong. Revenue streams have been very dependable and stable and the city has kept effective control over expenditures. Revenue growth has outpaced inflation in the past several years and these trends are expected to continue. Fund balances continue to be strong and position the city with the ability to withstand unanticipated emergencies or cyclical economic downturns.

The City utilized an interactive financial modeling tool for the general fund, solid waste fund, water and sewer fund, and the drainage utility fund during the FY 2016 budget process. The models allow scenario planning to evaluate the impact of new programs and services, changes in growth of services, rate adjustments, capital outlay needs, and impacts to the tax rate. The benefit of the models is that management can analyze the multi-year impact to each of the major operating funds. The importance of the forecast lies not in the numbers, but in the discussion it encourages on the policy issues and strategies that can be implemented in the event these scenarios become reality.

A statement of revenues, expenditures, and changes in fund balance has been prepared for each major fund. Revenues are depicted by sources while expenditures, or expenses, are presented by operating division or program area. The projections behind the forecast for each operating division are at the category of expense level. A category of expense is defined as salaries, benefits, supplies, maintenance, repairs, support services, and capital outlay. Each forecast provides a column showing the percentage change between FY 2016 and FY 2020.

Finally, a bar graph is presented after each forecast showing the fund projections over a five year period including a comparison between the revenues, expenditures, ending fund balance and the fund balance requirement, (as required by City ordinance).

The bar graph reflects the application of the most recent five-year historical trend for the specific fund's actual revenue collections and expenditures. Due to the City's conservative budgeting practices, revenues historically exceed budget, while expenditures historically are realized less than budget.

The forecasts attempt to provide the reader, along with City staff, a look into the future as to where the City will be financially. It is important for the user of the forecasts to understand that these estimates are based on various statistical methods and are not representation of fact.

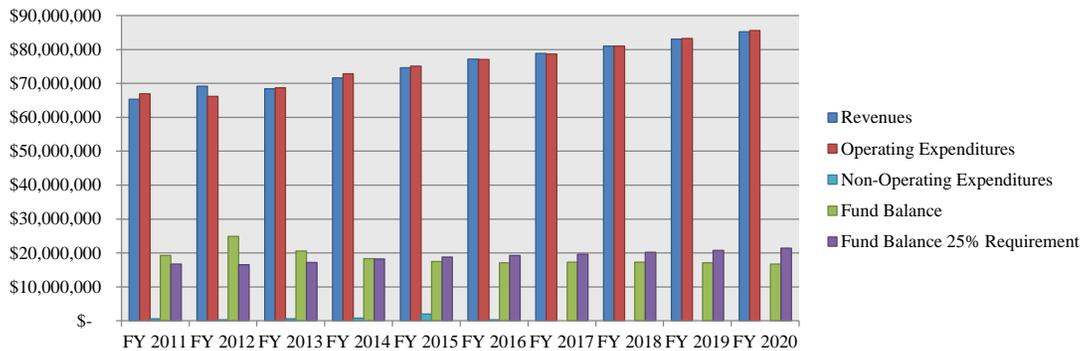
**GENERAL FUND**  
**Five Year Forecast**  
**FY 2016**

	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2016-20</b>
	<b>Budget</b>	<b>Forecast</b>	<b>Forecast</b>	<b>Forecast</b>	<b>Forecast</b>	<b>% Change</b>
<b>Revenues</b>						
Property Taxes	\$ 24,759,663	\$ 25,673,692	\$ 26,081,844	\$ 26,489,997	\$ 26,898,149	8.64%
Sales Taxes	22,629,443	\$ 23,107,429	\$ 23,704,764	\$ 24,302,100	\$ 24,899,435	10.03%
Franchise Taxes	5,195,100	\$ 5,291,687	\$ 5,338,807	\$ 5,385,928	\$ 5,433,049	4.58%
Charges for Services	5,511,335	\$ 5,685,849	\$ 5,858,285	\$ 6,030,722	\$ 6,203,159	12.55%
Licenses, Permits and Fees	1,781,680	\$ 2,067,578	\$ 2,231,953	\$ 2,396,328	\$ 2,560,703	43.72%
Court Fines and Fees	2,747,050	\$ 2,827,546	\$ 2,866,685	\$ 2,905,824	\$ 2,944,962	7.20%
Intergovernmental Revenues	2,124,999	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	\$ 2,000,000	(5.88%)
Investment Income	55,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	(9.09%)
Contributions and Donations	100,000	\$ -	\$ -	\$ -	\$ -	(100.00%)
Miscellaneous Revenues	1,590,701	\$ 1,680,823	\$ 1,737,766	\$ 1,794,708	\$ 1,851,651	16.40%
Bond Proceeds	1,033,000	\$ -	\$ -	\$ -	\$ -	(100.00%)
Transfers In	9,652,187	\$ 10,446,746	\$ 11,093,440	\$ 11,740,135	\$ 12,386,829	28.33%
<b>Total Revenues</b>	<b>77,180,158</b>	<b>78,831,349</b>	<b>80,963,545</b>	<b>83,095,741</b>	<b>85,227,937</b>	<b>10.43%</b>
<b>Operating Expenditures</b>						
<b>General Government</b>						
City Council	54,211	\$ 55,295	\$ 56,401	\$ 57,529	\$ 58,680	8.24%
City Manager	475,290	\$ 484,796	\$ 494,492	\$ 504,382	\$ 514,469	8.24%
External Assistant City Manager	196,306	\$ 200,232	\$ 204,237	\$ 208,321	\$ 212,488	8.24%
Internal Assistant City Manager	238,564	\$ 243,335	\$ 248,202	\$ 253,166	\$ 258,229	8.24%
City Auditor & Compliance Office	119,964	\$ 122,363	\$ 124,811	\$ 127,307	\$ 129,853	8.24%
Municipal Court	976,507	\$ 959,441	\$ 981,336	\$ 1,003,230	\$ 1,025,125	4.98%
Public Information Office	217,403	\$ 221,751	\$ 226,186	\$ 230,710	\$ 235,324	8.24%
City Attorney	875,403	\$ 853,748	\$ 866,749	\$ 879,749	\$ 892,749	1.98%
City Secretary	140,009	\$ 142,809	\$ 145,665	\$ 148,579	\$ 151,550	8.24%
Finance	1,387,501	\$ 1,265,633	\$ 1,345,992	\$ 1,426,352	\$ 1,506,711	8.59%
EMS Billing & Collections	239,722	\$ 238,226	\$ 240,857	\$ 243,489	\$ 246,120	2.67%
Purchasing	255,080	\$ 260,182	\$ 265,385	\$ 270,693	\$ 276,107	8.24%
Building Services	824,803	\$ 841,299	\$ 858,125	\$ 875,288	\$ 892,793	8.24%
Custodial Services	637,876	\$ 650,634	\$ 663,646	\$ 676,919	\$ 690,457	8.24%
Printing Services	194,299	\$ 197,463	\$ 200,884	\$ 204,304	\$ 207,725	6.91%
Support Services	125,189	\$ 127,693	\$ 130,247	\$ 132,852	\$ 135,509	8.24%
Human Resources	1,021,559	\$ 919,033	\$ 970,726	\$ 1,022,419	\$ 1,074,111	5.14%
Employee Assitance Program	177,000	\$ 180,540	\$ 184,151	\$ 187,834	\$ 191,590	8.24%
Information Technology	1,992,553	\$ 2,032,404	\$ 2,073,052	\$ 2,114,513	\$ 2,156,803	8.24%
Planning and Development	664,727	\$ 678,022	\$ 691,582	\$ 705,414	\$ 719,522	8.24%
Building and Inspection	940,425	\$ 919,761	\$ 928,384	\$ 937,007	\$ 945,630	0.55%
Code Enforcement	1,001,431	\$ 1,021,460	\$ 1,041,889	\$ 1,062,727	\$ 1,083,981	8.24%
Non-Departmental	3,961,897	\$ 4,041,135	\$ 4,121,958	\$ 4,204,397	\$ 4,288,485	8.24%
<b>Total General Government</b>	<b>16,717,719</b>	<b>16,657,254</b>	<b>17,064,955</b>	<b>17,477,178</b>	<b>17,894,013</b>	<b>7.04%</b>
<b>Public Safety</b>						
Police	28,679,929	\$ 29,283,640	\$ 30,452,000	\$ 31,620,360	\$ 32,788,720	14.33%
Animal Services	981,040	\$ 1,000,661	\$ 1,020,674	\$ 1,041,087	\$ 1,061,909	8.24%
Fire	17,818,599	\$ 18,667,918	\$ 19,137,909	\$ 19,607,899	\$ 20,077,889	12.68%
Emergency Mgmt / Homeland Security	157,299	\$ 139,702	\$ 146,486	\$ 153,271	\$ 160,055	1.75%
<b>Total Public Safety</b>	<b>47,636,867</b>	<b>49,091,921</b>	<b>50,757,069</b>	<b>52,422,617</b>	<b>54,088,573</b>	<b>13.54%</b>

**GENERAL FUND  
Five Year Forecast  
FY 2016**

	<b>2016 Budget</b>	<b>2017 Forecast</b>	<b>2018 Forecast</b>	<b>2019 Forecast</b>	<b>2020 Forecast</b>	<b>2016-20 % Change</b>
<b>Public Works</b>						
Public Works	231,470	\$ 236,099	\$ 240,821	\$ 245,638	\$ 250,551	8.24%
Traffic	384,941	\$ 392,640	\$ 400,493	\$ 408,502	\$ 416,673	8.24%
Streets	3,420,282	\$ 3,488,688	\$ 3,558,461	\$ 3,629,631	\$ 3,702,223	8.24%
<b>Total Public Works</b>	<b>4,036,693</b>	<b>4,117,427</b>	<b>4,199,775</b>	<b>4,283,771</b>	<b>4,369,446</b>	<b>8.24%</b>
<b>Community Services</b>						
Volunteer Services	156,936	\$ 170,000	\$ 169,705	\$ 169,411	\$ 169,116	7.76%
Golf Course	1,456,490	\$ 1,441,306	\$ 1,452,909	\$ 1,464,511	\$ 1,476,114	1.35%
Community Center Operations	178,020	\$ 181,580	\$ 185,212	\$ 188,916	\$ 192,695	8.24%
Parks	1,874,286	\$ 1,911,772	\$ 1,950,007	\$ 1,989,007	\$ 2,028,787	8.24%
Lions Club Park Operations	1,051,947	\$ 1,072,986	\$ 1,094,446	\$ 1,116,335	\$ 1,138,661	8.24%
Family Aquatics Center	372,833	\$ 380,290	\$ 387,895	\$ 395,653	\$ 403,566	8.24%
Recreation	261,848	\$ 267,085	\$ 272,427	\$ 277,875	\$ 283,433	8.24%
Athletics	363,817	\$ 371,093	\$ 378,515	\$ 386,086	\$ 393,807	8.24%
Cemetery	303,089	\$ 309,151	\$ 315,334	\$ 321,640	\$ 328,073	8.24%
Senior Citizens	250,760	\$ 255,775	\$ 260,891	\$ 266,109	\$ 271,431	8.24%
Swimming Pools	26,374	\$ 26,901	\$ 27,440	\$ 27,988	\$ 28,548	8.24%
<b>Total Community Services</b>	<b>6,296,400</b>	<b>6,387,940</b>	<b>6,494,780</b>	<b>6,603,531</b>	<b>6,714,231</b>	<b>6.64%</b>
<b>Community Development</b>						
Library	1,376,069	\$ 1,370,426	\$ 1,395,379	\$ 1,420,332	\$ 1,445,285	5.03%
Killeen Arts and Activities Center	474,125	\$ 483,608	\$ 493,280	\$ 503,145	\$ 513,208	8.24%
Community Development	337,238	\$ 343,983	\$ 350,862	\$ 357,880	\$ 365,037	8.24%
HOME Program	53,830	\$ 55,720	\$ 58,235	\$ 60,750	\$ 63,265	17.53%
Lien Services	141,661	\$ 144,494	\$ 147,384	\$ 150,332	\$ 153,338	8.24%
<b>Total Community Development</b>	<b>2,382,923</b>	<b>2,398,231</b>	<b>2,445,140</b>	<b>2,492,439</b>	<b>2,540,134</b>	<b>6.60%</b>
<b>Total Operating Expenditures</b>	<b>77,070,602</b>	<b>78,652,773</b>	<b>80,961,721</b>	<b>83,279,536</b>	<b>85,606,398</b>	<b>11.08%</b>
<b>Non-Operating Expenditures</b>						
Capital Outlay	340,366	\$ -	\$ -	\$ -	\$ -	100%
<b>Total Non-Operating Expenditures</b>	<b>340,366</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100%</b>
<b>Total Expenditures</b>	<b>77,410,968</b>	<b>78,652,773</b>	<b>80,961,721</b>	<b>83,279,536</b>	<b>85,606,398</b>	<b>100%</b>
<b>Net Change in Fund Balance</b>	<b>(230,810)</b>	<b>178,576</b>	<b>1,825</b>	<b>(183,795)</b>	<b>(378,460)</b>	<b>63.97%</b>
<b>Fund Balance, Beginning</b>	<b>17,382,639</b>	<b>17,151,829</b>	<b>17,330,405</b>	<b>17,332,230</b>	<b>17,148,435</b>	<b>(1.35%)</b>
<b>Fund Balance, Ending</b>	<b>\$ 17,151,829</b>	<b>\$ 17,330,405</b>	<b>\$ 17,332,230</b>	<b>\$ 17,148,435</b>	<b>\$ 16,769,974</b>	<b>(2.23%)</b>
<b>Fund Balance Reserve</b>	<b>22.25%</b>	<b>22.03%</b>	<b>21.41%</b>	<b>20.59%</b>	<b>19.59%</b>	

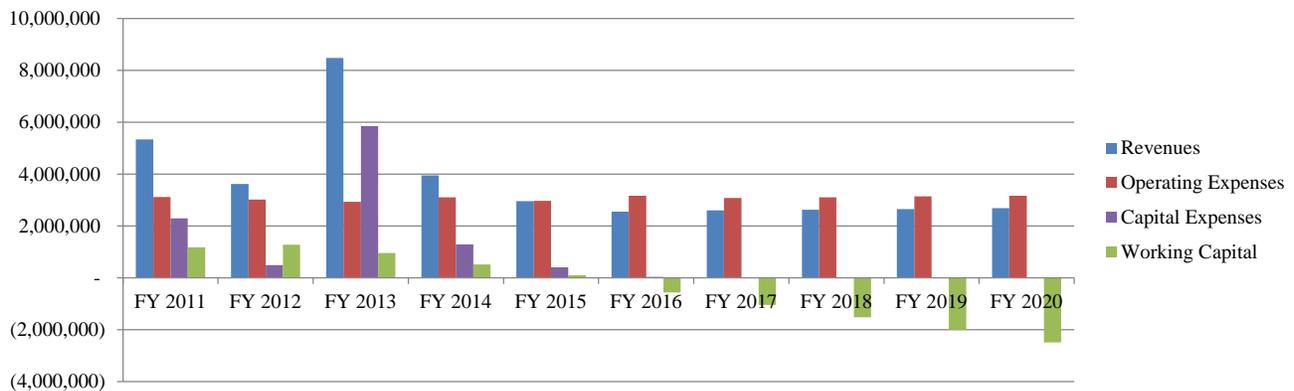
**Forecast based upon Historical Trends**



**KILLEEN-FORT HOOD REGIONAL AIRPORT**  
**Five Year Forecast**  
**FY 2016**

	<b>2016 Budget</b>	<b>2017 Forecast</b>	<b>2018 Forecast</b>	<b>2019 Forecast</b>	<b>2020 Forecast</b>	<b>2016-20 % Change</b>
<b>Revenues</b>						
Airport Rent & Concessions	\$ 1,008,898	\$ 1,010,000	\$ 1,020,000	\$ 1,030,000	\$ 1,040,000	3.08%
Air Carrier Operations	274,588	\$ 282,519	\$ 281,519	\$ 280,519	\$ 279,519	1.80%
Airport Use Fees	160,213	\$ 155,583	\$ 152,071	\$ 148,558	\$ 145,046	(9.47%)
Airport Parking Lot Fees	545,000	\$ 540,000	\$ 540,000	\$ 540,000	\$ 540,000	(0.92%)
Fuel Sales	185,000	\$ 180,000	\$ 180,000	\$ 180,000	\$ 180,000	(2.70%)
Operating Supplies	17,835	\$ 14,268	\$ 17,835	\$ 21,402	\$ 24,969	40.00%
Into Plane Fees	295,228	\$ 356,192	\$ 371,053	\$ 385,913	\$ 400,774	35.75%
Miscellaneous Receipts	2,295	\$ 18,492	\$ 21,413	\$ 24,333	\$ 27,254	1,087.52%
Interest Earned	18	\$ 20	\$ 20	\$ 20	\$ 20	11.11%
Intergovernmental Revenue	15,073	\$ -	\$ -	\$ -	\$ -	(100.00%)
TXDOT Grants	50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	0.00%
<b>Total Revenues</b>	<b>2,554,148</b>	<b>2,607,074</b>	<b>2,633,910</b>	<b>2,660,746</b>	<b>2,687,581</b>	<b>5.22%</b>
<b>Expenses</b>						
Airport Operations	2,772,506	\$ 2,682,031	\$ 2,713,235	\$ 2,744,439	\$ 2,775,643	0.11%
Cost of Goods Sold	170,600	\$ 158,400	\$ 158,400	\$ 158,400	\$ 158,400	(7.15%)
Information Technology	52,637	\$ 55,000	\$ 55,000	\$ 55,000	\$ 55,000	4.49%
Airport Non-Departmental	170,521	\$ 186,000	\$ 186,000	\$ 186,000	\$ 186,000	9.08%
<b>Total Operating Expenses</b>	<b>3,166,264</b>	<b>3,081,431</b>	<b>3,112,635</b>	<b>3,143,839</b>	<b>3,175,043</b>	<b>0.28%</b>
<b>Capital</b>						
Capital Outlay	45,457	\$ -	\$ -	\$ -	\$ -	(100.00%)
<b>Total Expenses</b>	<b>3,211,721</b>	<b>3,081,431</b>	<b>3,112,635</b>	<b>3,143,839</b>	<b>3,175,043</b>	<b>-1.14%</b>
<b>Net Change in Working Capital</b>	<b>(657,573)</b>	<b>(474,357)</b>	<b>(478,725)</b>	<b>(483,093)</b>	<b>(487,461)</b>	<b>(25.87%)</b>
<b>Working Capital, Beginning</b>	<b>97,941</b>	<b>(559,632)</b>	<b>(1,033,989)</b>	<b>(1,512,714)</b>	<b>(1,995,807)</b>	<b>(2,137.76%)</b>
<b>Working Capital, Ending</b>	<b>\$ (559,632)</b>	<b>\$ (1,033,989)</b>	<b>\$ (1,512,714)</b>	<b>\$ (1,995,807)</b>	<b>\$ (2,483,268)</b>	<b>343.73%</b>
<b>Working Capital Reserve</b>	<b>-17.67%</b>	<b>-33.56%</b>	<b>-48.60%</b>	<b>-63.48%</b>	<b>-78.21%</b>	

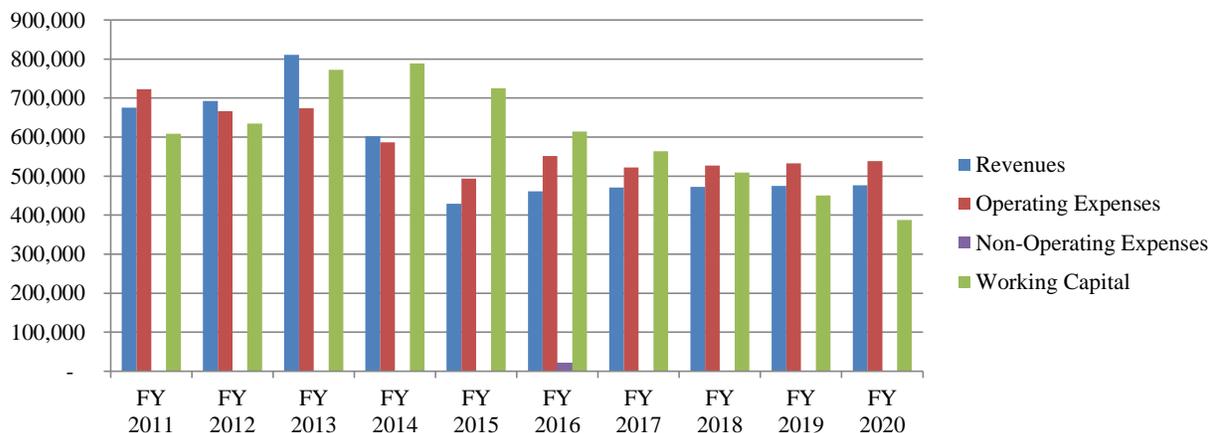
**Forecast based upon Historical Trends**



**SKYLARK FIELD**  
**Five Year Forecast**  
**FY 2016**

	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2016-20</b>
	<b>Budget</b>	<b>Forecast</b>	<b>Forecast</b>	<b>Forecast</b>	<b>Forecast</b>	<b>% Change</b>
<b>Revenues</b>						
Fixed Base Operations	\$ 47,337	\$ 49,930	\$ 55,552	\$ 61,174	\$ 66,796	41.11%
Hangars & Tiedowns	116,728	\$ 117,865	\$ 119,158	\$ 120,450	\$ 121,742	4.30%
Airport Use Fees	6,105	\$ 4,184	\$ 3,718	\$ 3,253	\$ 2,787	(54.35%)
Fuel Sales	280,000	\$ 280,000	\$ 280,000	\$ 280,000	\$ 280,000	0.00%
Operating Supplies	1,400	\$ 1,400	\$ 1,400	\$ 1,400	\$ 1,400	0.00%
Miscellaneous Receipts	300	\$ 12,584	\$ 8,428	\$ 4,273	\$ 117	(61.02%)
Interest Earned	300	\$ 250	\$ 250	\$ 250	\$ 250	(16.67%)
Intergovernmental Revenue	9,150	\$ 4,766	\$ 4,306	\$ 3,846	\$ 3,387	(62.99%)
<b>Total Revenues</b>	<b>461,320</b>	<b>470,979</b>	<b>472,812</b>	<b>474,645</b>	<b>476,479</b>	<b>3.29%</b>
<b>Operating Expenses</b>						
Airport Operations	258,880	\$ 264,058	\$ 269,339	\$ 274,726	\$ 280,220	8.24%
Cost of Goods Sold	281,200	\$ 246,400	\$ 246,400	\$ 246,400	\$ 246,400	(12.38%)
Airport Non-Departmental	11,276	\$ 11,502	\$ 11,732	\$ 11,966	\$ 12,206	8.24%
<b>Total Operating Expenses</b>	<b>551,356</b>	<b>521,959</b>	<b>527,470</b>	<b>533,092</b>	<b>538,826</b>	<b>(2.27%)</b>
<b>Non-Operating Expenses</b>						
Capital Outlay	20,534	\$ -	\$ -	\$ -	\$ -	(100.00%)
<b>Total Non-Operating Expenses</b>	<b>20,534</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(100.00%)</b>
<b>Total Expenses</b>	<b>571,890</b>	<b>521,959</b>	<b>527,470</b>	<b>533,092</b>	<b>538,826</b>	<b>(5.78%)</b>
<b>Net Change in Working Capital</b>	<b>(110,570)</b>	<b>(50,981)</b>	<b>(54,658)</b>	<b>(58,446)</b>	<b>(62,347)</b>	<b>(43.61%)</b>
<b>Working Capital, Beginning</b>	<b>724,978</b>	<b>614,408</b>	<b>563,427</b>	<b>508,769</b>	<b>450,322</b>	<b>(37.88%)</b>
<b>Working Capital, Ending</b>	<b>\$ 614,408</b>	<b>\$ 563,427</b>	<b>\$ 508,769</b>	<b>\$ 450,322</b>	<b>\$ 387,976</b>	<b>(36.85%)</b>
<b>Working Capital Reserve</b>	<b>111.44%</b>	<b>107.94%</b>	<b>96.45%</b>	<b>84.47%</b>	<b>72.00%</b>	

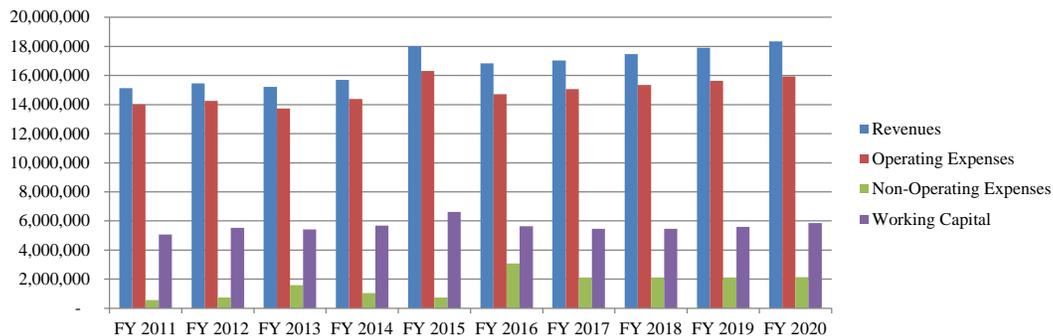
**Forecast based upon Historical Trends**



**SOLID WASTE FUND**  
**Five Year Forecast**  
**FY 2016**

	2016	2017	2018	2019	2020	2016-20
	Budget	Forecast	Forecast	Forecast	Forecast	% Change
<b>Revenues</b>						
Transfer Station Fees	\$ 400,000	\$ 405,200	\$ 410,468	\$ 415,804	\$ 421,209	5.30%
Container Rentals	100,000	\$ 101,300	\$ 102,617	\$ 103,951	\$ 105,302	5.30%
Tire Disposal Fees	7,000	\$ 7,091	\$ 7,183	\$ 7,277	\$ 7,371	5.30%
Sale of Metals - Recycling	50,000	\$ 50,650	\$ 51,308	\$ 51,975	\$ 52,651	5.30%
Paper Products - Recycling	52,000	\$ 52,676	\$ 53,361	\$ 54,054	\$ 54,757	5.30%
Public Scale Fees	6,900	\$ 6,990	\$ 7,081	\$ 7,173	\$ 7,266	5.30%
Other Recycling Fees	10,000	\$ 10,200	\$ 10,404	\$ 10,612	\$ 10,824	8.24%
Customer Recycling Fees	85,000	\$ 84,172	\$ 84,200	\$ 84,228	\$ 84,257	(0.87%)
Commercial Sanitation Fees	5,829,612	\$ 5,842,856	\$ 5,942,090	\$ 6,041,325	\$ 6,140,560	5.33%
Residential Sanitation Fees	10,175,979	\$ 10,387,374	\$ 10,717,171	\$ 11,046,967	\$ 11,376,764	11.80%
Investment Revenue	6,900	\$ 6,990	\$ 7,081	\$ 7,173	\$ 7,266	5.30%
Compost Facility Lease	18,000	18,000	18,000	18,000	18,000	0.00%
Knife River Lease	30,000	30,000	30,000	30,000	30,000	0.00%
Sale of Equipment	32,900	\$ -	\$ -	\$ -	\$ -	(100.00%)
Miscellaneous Receipts	20,000	\$ 20,000	\$ 20,000	\$ 20,000	\$ 20,000	0.00%
<b>Total Revenues</b>	<b>16,824,291</b>	<b>17,023,498</b>	<b>17,460,963</b>	<b>17,898,539</b>	<b>18,336,227</b>	<b>8.99%</b>
<b>Expenses</b>						
<b>Operating Expenses</b>						
Accounting	210,199	\$ 214,403	\$ 218,691	\$ 223,065	\$ 227,526	8.24%
Residential Operations	3,252,661	\$ 3,317,714	\$ 3,384,069	\$ 3,451,750	\$ 3,520,785	8.24%
Commercial Operations	1,785,861	\$ 1,821,578	\$ 1,858,010	\$ 1,895,170	\$ 1,933,073	8.24%
Recycling Program	428,761	\$ 437,336	\$ 446,083	\$ 455,005	\$ 464,105	8.24%
Transfer Station	5,176,399	\$ 5,279,927	\$ 5,385,526	\$ 5,493,236	\$ 5,603,101	8.24%
Mowing	936,305	\$ 955,031	\$ 974,132	\$ 993,614	\$ 1,013,487	8.24%
Solid Waste Miscellaneous	258,025	\$ 263,186	\$ 268,449	\$ 273,818	\$ 279,295	8.24%
Franchise Fee	1,504,485	\$ 1,534,575	\$ 1,565,266	\$ 1,596,572	\$ 1,628,503	8.24%
Indirect Cost Allocations	1,166,830	\$ 1,243,883	\$ 1,249,203	\$ 1,254,522	\$ 1,259,841	7.97%
<b>Total Operating Expenses</b>	<b>14,719,526</b>	<b>15,067,633</b>	<b>15,349,428</b>	<b>15,636,751</b>	<b>15,929,715</b>	<b>8.22%</b>
<b>Non-Operating Expenses</b>						
Capital Outlay	1,960,580	1,400,000	1,400,000	1,400,000	1,400,000	(28.59%)
Debt Service	1,120,564	728,358	726,658	726,296	730,371	(34.82%)
<b>Total Non-Operating Expenses</b>	<b>3,081,144</b>	<b>2,128,358</b>	<b>2,126,658</b>	<b>2,126,296</b>	<b>2,130,371</b>	<b>(30.86%)</b>
<b>Total Expenses</b>	<b>17,800,670</b>	<b>17,195,991</b>	<b>17,476,086</b>	<b>17,763,047</b>	<b>18,060,086</b>	<b>1.46%</b>
<b>Net Change in Working Capital</b>	<b>(976,379)</b>	<b>(172,493)</b>	<b>(15,122)</b>	<b>135,492</b>	<b>276,141</b>	<b>(128.28%)</b>
<b>Working Capital, Beginning</b>	<b>6,619,997</b>	<b>5,643,618</b>	<b>5,471,125</b>	<b>5,456,002</b>	<b>5,591,494</b>	<b>(15.54%)</b>
<b>Working Capital, Ending</b>	<b>\$ 5,643,618</b>	<b>\$ 5,471,125</b>	<b>\$ 5,456,002</b>	<b>\$ 5,591,494</b>	<b>\$ 5,867,635</b>	<b>3.97%</b>
<b>Working Capital Reserve</b>	<b>38.34%</b>	<b>36.31%</b>	<b>35.55%</b>	<b>35.76%</b>	<b>36.83%</b>	

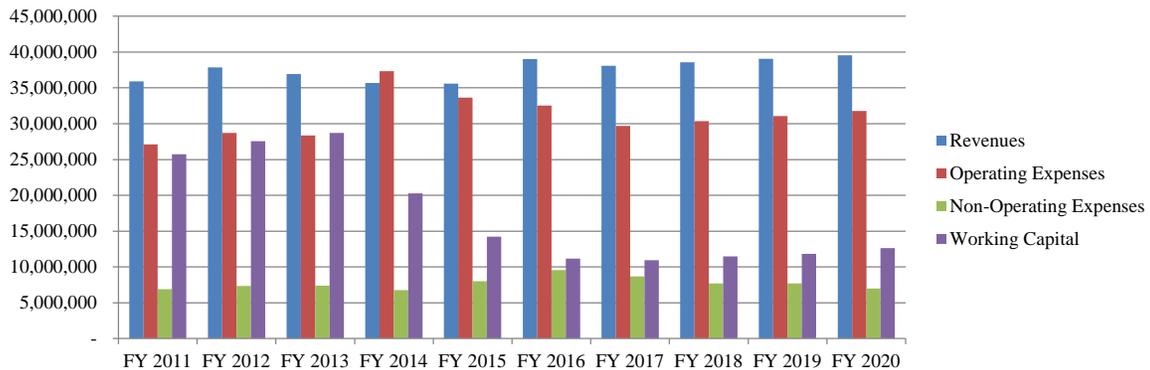
**Forecast based upon Historical Trends**



**WATER & SEWER FUND**  
**Five Year Forecast**  
**FY 2016**

	2016 Budget	2017 Forecast	2018 Forecast	2019 Forecast	2020 Forecast	2016-20 % Change
<b>Revenues</b>						
Sale of Water	\$ 17,623,301	\$ 17,852,404	\$ 18,084,485	\$ 18,319,583	\$ 18,557,738	5.30%
Water & Sewer Taps	750,000	759,750	769,627	779,632	789,767	5.30%
Septic Tank Elimination	40,000	40,520	41,047	41,580	42,121	5.30%
Sewer Fees Collected	16,600,000	16,685,025	16,893,722	17,102,420	17,311,117	4.28%
Misc Services & Charges	1,200,000	1,215,600	1,231,403	1,247,411	1,263,627	5.30%
Delinquent Penalty	1,300,000	1,302,078	1,313,760	1,325,443	1,337,125	2.86%
Investment Revenue	34,500	34,949	35,403	35,863	36,329	5.30%
Miscellaneous Receipts	13,900	14,081	14,264	14,449	14,637	5.30%
FOG Revenue	200,000	202,600	205,234	207,902	210,605	5.30%
Transfers In	1,241,780	-	-	-	-	(100.00%)
<b>Total Revenues</b>	<b>39,003,481</b>	<b>38,107,006</b>	<b>38,588,944</b>	<b>39,074,283</b>	<b>39,563,067</b>	<b>11.16%</b>
<b>Operating Expenses</b>						
Fleet Services	1,330,807	1,298,847	1,328,029	1,357,210	1,386,392	4.18%
Utility Collections	2,480,052	2,529,653	2,580,246	2,631,851	2,684,488	8.24%
Information Technology	901,926	919,965	938,364	957,131	976,274	8.24%
Water and Sewer Contracts	13,961,172	14,240,395	14,525,203	14,815,707	15,112,022	8.24%
Water Distribution	1,060,256	1,081,461	1,103,090	1,125,152	1,147,655	8.24%
Sanitary Sewers	881,008	898,628	916,601	934,933	953,631	8.24%
Water and Sewer Operations	2,806,510	2,862,640	2,919,893	2,978,291	3,037,857	8.24%
Water and Sewer Engineering	1,330,533	1,357,144	1,384,287	1,411,972	1,440,212	8.24%
Non-Departmental	1,072,843	1,094,300	1,116,186	1,138,510	1,161,280	8.24%
Indirect Cost Allocation	3,229,355	3,389,554	3,548,552	3,707,550	3,866,547	19.73%
Franchise Fee	3,463,818	3,683,019	3,904,128	4,125,238	4,346,347	25.48%
<b>Total Non-Operating Expenses</b>	<b>32,518,280</b>	<b>29,672,587</b>	<b>30,360,450</b>	<b>31,058,307</b>	<b>31,766,358</b>	<b>(5.55%)</b>
<b>Non-Operating Expenses</b>						
Capital Projects	2,373,673	1,500,000	1,500,000	1,500,000	1,500,000	78.16%
Debt Service	7,173,174	7,171,301	6,175,870	6,180,688	5,473,158	(23.56%)
<b>Total Non-Operating Expenses</b>	<b>9,546,847</b>	<b>8,671,301</b>	<b>7,675,870</b>	<b>7,680,688</b>	<b>6,973,158</b>	<b>(12.86%)</b>
<b>Total Expenses</b>	<b>42,065,127</b>	<b>38,343,888</b>	<b>38,036,320</b>	<b>38,738,995</b>	<b>38,739,516</b>	<b>(6.95%)</b>
<b>Net Change in Working Capital</b>	<b>(3,061,646)</b>	<b>(236,882)</b>	<b>552,624</b>	<b>335,288</b>	<b>823,551</b>	<b>(113.63%)</b>
<b>Working Capital, Beginning</b>	<b>14,226,443</b>	<b>11,164,797</b>	<b>10,927,915</b>	<b>11,480,539</b>	<b>11,815,827</b>	<b>(41.71%)</b>
<b>Working Capital, Ending</b>	<b>\$ 11,164,797</b>	<b>\$ 10,927,915</b>	<b>\$ 11,480,539</b>	<b>\$ 11,815,827</b>	<b>\$ 12,639,378</b>	<b>(11.16%)</b>
<b>Working Capital Reserve</b>	<b>34.33%</b>	<b>36.83%</b>	<b>37.81%</b>	<b>38.04%</b>	<b>39.79%</b>	

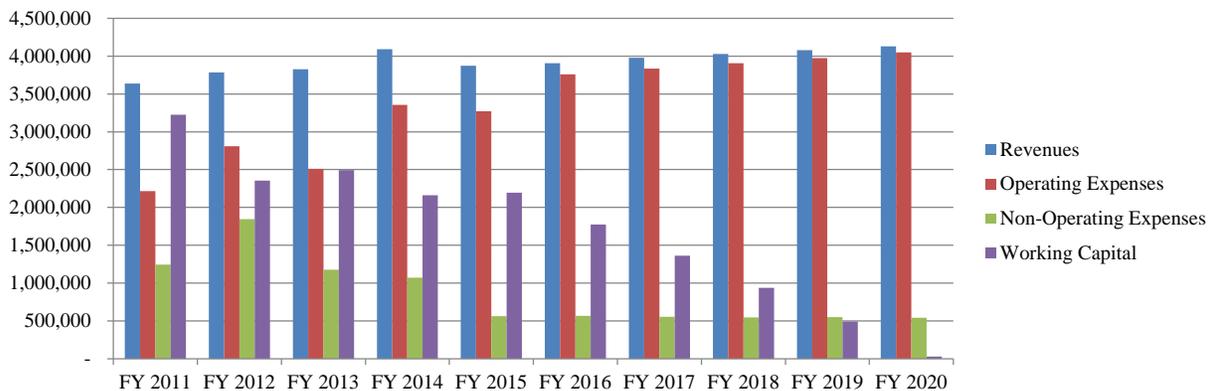
**Forecast based upon Historical Trends**



**DRAINAGE UTILITY FUND**  
**Five Year Forecast**  
**FY 2016**

	<b>2016 Budget</b>	<b>2017 Forecast</b>	<b>2018 Forecast</b>	<b>2019 Forecast</b>	<b>2020 Forecast</b>	<b>2016-20 % Change</b>
<b>Revenues</b>						
Residential Storm Water Fees	\$ 3,300,000	\$ 3,393,002	\$ 3,445,502	\$ 3,498,002	\$ 3,550,502	7.59%
Commercial Storm Water Fees	600,000	\$ 578,241	\$ 575,938	\$ 573,635	\$ 571,332	-4.78%
Interest Earned	5,800	\$ 5,875	\$ 5,952	\$ 6,029	\$ 6,108	5.30%
Miscellaneous Receipts	100	\$ 101	\$ 103	\$ 104	\$ 105	5.30%
<b>Total Revenues</b>	<b>3,905,900</b>	<b>3,977,220</b>	<b>4,027,494</b>	<b>4,077,770</b>	<b>4,128,046</b>	<b>5.69%</b>
<b>Operating Expenses</b>						
Engineering	683,689	\$ 697,363	\$ 711,310	\$ 725,536	\$ 740,047	8.24%
Streets	300,000	\$ 306,000	\$ 312,120	\$ 318,362	\$ 324,730	8.24%
Drainage Maintenance	1,910,665	\$ 1,948,878	\$ 1,987,856	\$ 2,027,613	\$ 2,068,165	8.24%
Environmental Services	440,650	\$ 449,463	\$ 458,452	\$ 467,621	\$ 476,974	8.24%
Non-Departmental	135,049	\$ 137,750	\$ 140,505	\$ 143,315	\$ 146,181	8.24%
Indirect Cost Allocation	287,699	\$ 296,707	\$ 294,973	\$ 293,238	\$ 291,504	1.32%
<b>Total Operating Expenses</b>	<b>3,757,752</b>	<b>3,836,161</b>	<b>3,905,216</b>	<b>3,975,686</b>	<b>4,047,601</b>	<b>7.71%</b>
<b>Non-Operating Expenses</b>						
Capital Projects	10,494	-	-	-	-	0.00%
Debt Service	558,000	554,500	545,100	549,150	543,950	-2.52%
<b>Total Non-Operating Expenses</b>	<b>568,494</b>	<b>554,500</b>	<b>545,100</b>	<b>549,150</b>	<b>543,950</b>	<b>-4.32%</b>
<b>Total Expenses</b>	<b>4,326,246</b>	<b>4,390,661</b>	<b>4,450,316</b>	<b>4,524,836</b>	<b>4,591,551</b>	<b>6.13%</b>
<b>Net Change in Working Capital</b>	<b>(420,346)</b>	<b>(413,442)</b>	<b>(422,822)</b>	<b>(447,067)</b>	<b>(463,505)</b>	<b>10.27%</b>
<b>Working Capital, Beginning</b>	<b>2,195,366</b>	<b>1,775,020</b>	<b>1,361,578</b>	<b>938,757</b>	<b>491,690</b>	<b>-77.60%</b>
<b>Working Capital, Ending</b>	<b>\$ 1,775,020</b>	<b>\$ 1,361,578</b>	<b>\$ 938,757</b>	<b>\$ 491,690</b>	<b>\$ 28,185</b>	<b>-98.41%</b>
<b>Working Capital Reserve</b>	<b>47.24%</b>	<b>35.49%</b>	<b>24.04%</b>	<b>12.37%</b>	<b>0.70%</b>	

**Forecast based upon Historical Trends**



# Appendix



*Dedicated Service - Every Day, for Everyone!*

# APPENDIX

**Appendix A – Adopted City Ordinances:** This appendix provides the Adopted Budget Ordinance and the Property Tax Ordinance approved by City Council.

**Appendix B – City of Killeen Position Classification and Pay Plan and Schedule of Incentives:** This appendix provides detailed listings and schedules of how the City’s pay plan is designed.

**Appendix C – City of Killeen Water, Sewer and Solid Waste Rates:** This section provides a detailed presentation of the City of Killeen’s Water, Sewer, Drainage and Solid Waste rates as they appear in the City of Killeen’s Code of Ordinance.

**Appendix D – Glossary & Acronyms:** This section provides a listing of terminology and acronyms pertaining to the governmental fund accounting and municipal government.

**APPENDIX A**  
**ADOPTED CITY ORDINANCES**

**CITY COUNCIL MEMORANDUM FOR ORDINANCE**

**AGENDA ITEM**

**Ordinance adopting budget for fiscal year  
2016**

**ORIGINATING DEPARTMENT**

**City Manager/Finance**

**BACKGROUND INFORMATION**

Article V, the Budget, of the Charter of the City of Killeen requires the City Manager to submit to the City Council a proposed budget which shall provide a complete financial plan for the upcoming fiscal year. The City Council calls a public hearing to elicit citizen comment on the proposed budget. After due deliberation, the Council may make such changes as deemed necessary. By majority vote, the Council shall adopt the budget on or before the 20<sup>th</sup> day of the last month of the fiscal year.

**DISCUSSION/CONCLUSION**

The City Manager has presented the FY 2016 Annual Budget and Plan of Municipal Services to the City Council. One Town Hall meeting, several budget workshops and three public hearings were held so that the City Council, citizen and staff could discuss the proposed budget. A record vote is required to adopt the FY 2016 budget.

**RECOMMENDATION**

It is recommended that the attached ordinance be approved and a budget for Fiscal Year 2016 be adopted.

**AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR OPERATING THE MUNICIPAL GOVERNMENT OF THE CITY OF KILLEEN FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2015 AND ENDING ON SEPTEMBER 30, 2016; APPROPRIATING MONEY FOR THE VARIOUS FUNDS AND PURPOSES OF SUCH BUDGET INCLUDING APPROPRIATIONS OF MONEY TO PAY INTEREST AND PRINCIPAL SINKING FUND REQUIREMENTS ON ALL INDEBTEDNESS; PROVIDING A SAVINGS AND SEVERABILITY CLAUSE; REPEALING ALL ORDINANCES AND APPROPRIATIONS IN CONFLICT WITH THE PROVISIONS OF THIS ORDINANCE; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, a budget for operating the municipal government of the City of Killeen for the fiscal year October 1<sup>st</sup>, 2015 to September 30<sup>th</sup>, 2016 has been prepared by Glenn P. Morrison, City Manager, as Budget Officer for the City of Killeen, Texas; and

**WHEREAS**, said budget has been submitted to the City Council by the City Manager along with his budget message, in accordance with the City Charter; and

**WHEREAS**, public notice of a public hearing upon this budget has been duly and legally made as required by City Charter and law; and

**WHEREAS**, a separate record vote of the City Council is required to adopt a budget that will raise more revenue from property taxes than the previous year; and

**WHEREAS**, the public hearing has been had upon said budget and, after full and final consideration of proposed expenditures, revenues, financial condition, and comparative expenditures as presented, it is the consensus of opinion that the budget as considered and amended at said hearing should be approved and adopted;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KILLEEN:**

**SECTION I.** That the City Council of the City of Killeen ratifies, approves and adopts the budget as finally considered for the fiscal year of October 1<sup>st</sup>, 2015 to September 30<sup>th</sup>, 2016, a copy of which shall be filed with the office of the City Secretary and with the Bell County Clerk and which is incorporated herein for all intents and purposes.

**SECTION II.** That the appropriations for 2016 fiscal year for the different administrative units and purposes of the City of Killeen, Texas, be fixed and determined for said fiscal year in accordance with the expenditures shown in said budget, and that the distribution and division of said appropriations be made in accordance with said budget including such amounts shown for providing for sinking funds for the payment of the principal and interest and the retirement of the bonded debt of the City of Killeen.

**SECTION III.** That pursuant to Section 76 of the City Charter, approval in this budget of items costing up to and including \$50,000 shall constitute the prior approval of said expenditures by City Council, and the City Manager or the Acting City Manager is authorized to advertise for bids for all contracts or purchases involving more than \$50,000 as provided by said Section without further authorization by the City Council.

**SECTION IV.** That should any part, portion, or section of this ordinance be declared invalid, inoperative, or void for any reason by a court of competent jurisdiction, such decision, opinion, or judgment shall in no way affect the remaining portions, parts, or sections or parts of a section of this ordinance, which provisions shall be, remain and continue to be in full force and effect.

**SECTION V.** That all ordinances and appropriations for which provision has heretofore been made are hereby expressly repealed if in conflict with the provisions of this ordinance.

**SECTION VI.** That this ordinance shall take effect and be in full force and effect from and after its passage and approval according to law.

**PASSED AND APPROVED** at a regular meeting of the City Council of the City of Killeen, Texas this 8th day of September 2015, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A. Government Code, §551.001 *et. seq.*

**APPROVED**

  
\_\_\_\_\_  
Scott Cooper, MAYOR  


**ATTEST:**

  
\_\_\_\_\_  
Dianna Barker, CITY SECRETARY

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Kathy Hoffman Davis, CITY ATTORNEY

**CITY SECRETARY DISTRIBUTION:**  
Executive Director of Finance

**CITY COUNCIL MEMORANDUM FOR RESOLUTION**

**AGENDA ITEM**

**Ratifying the Property Tax Increase**

**ORIGINATING DEPARTMENT**

**City Manager/Finance**

**BACKGROUND INFORMATION**

Local Government Code section 102.007(c) states that the adoption of a budget that will require raising more revenue from property taxes than in the previous year requires a separate vote of the governing body to ratify the property tax increase reflected in the budget.

**DISCUSSION/CONCLUSION**

The FY 2016 Annual Budget and Plan of Municipal Services will raise more revenues from property taxes than last year's budget by an amount of \$969,345, which is a 2.7% increase from last year's budget.

**RECOMMENDATION**

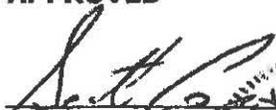
It is recommended that the property tax increase reflected within the budget for Fiscal Year 2016 be ratified.

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF KILLEEN:**

That the above stated recommendation is hereby approved and authorized.

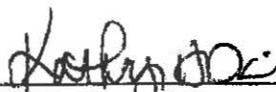
**PASSED AND APPROVED** at a special meeting of the City Council of the City of Killeen, Texas, this the 8<sup>th</sup> day of September, 2015, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, § 551.001 *et seq.*

**APPROVED**

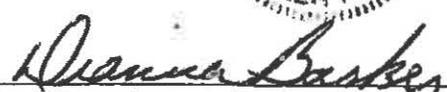
  
\_\_\_\_\_  
Scott Cospers  
MAYOR



**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Kathryn H. Davis  
CITY ATTORNEY

**ATTEST:**

  
\_\_\_\_\_  
Dianna Barker  
CITY SECRETARY

**RESOLUTION 15-102R**

**AN RESOLUTION RATIFYING THAT THE ADOPTION OF A BUDGET FOR OPERATING THE MUNICIPAL GOVERNMENT OF THE CITY OF KILLEEN FOR THE FISCAL YEAR BEGINNING ON OCTOBER 1, 2015, AND ENDING ON SEPTEMBER 30, 2016, WILL REQUIRE RAISING MORE REVENUE FROM PROPERTY TAXES THAN IN THE PREVIOUS YEAR; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the Legislature of the State of Texas has amended Section 102.007 of the Local Government Code: and

**WHEREAS**, a separate record vote of the City Council is required to ratify that the adoption of the FY 2016 Annual Budget will require raising more revenue from property taxes than the previous year; and

**WHEREAS**, this resolution represents such action; and

**WHEREAS**, the City Council has complied with all applicable requirements of the Texas Property Tax Code prior to the setting of the tax rate for said City for FY 2016;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KILLEEN;**

**SECTION I.** The facts and recitations contained in the preamble of this resolution are hereby found and declared to be true and correct and are incorporated by reference herein and expressly made a part hereof, as if copied verbatim.

**SECTION II.** The 2015 notification statement that states "This Budget will raise more total property taxes than last year's budget by \$969,345 or 2.7%, and of that amount \$1,024,756 is tax revenue to be raised from new property added to the tax roll this year" has been made.

**SECTION III.** The Mayor is hereby authorized to sign this resolution and the City Secretary to attest. This resolution shall be effective immediately upon adoption.

**SECTION IV.** That this ordinance shall take effect and be in full force and effect from and after its passage and approval according to law.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Killeen, Texas this 8 day of September 2015, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A. Government Code, Section 551.001 et. seq.

APPROVED

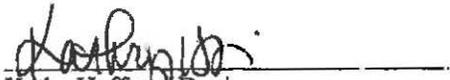


ATTEST:



Dianna Barker  
CITY SECRETARY

APPROVED AS TO FORM:



Kathy Hoffman Davis  
CITY ATTORNEY

**CITY COUNCIL MEMORANDUM FOR ORDINANCE**

**AGENDA ITEM**

**Ordinance Setting the Tax Rate for Fiscal Year 2016**

**ORIGINATING DEPARTMENT**

**City Manager/Finance**

**BACKGROUND INFORMATION**

Chapter 26 of the Property Tax Code requires taxing units to comply with truth-in-taxation laws in adopting their tax rates. A taxing unit must calculate and publish its effective and rollback rates before adopting an actual tax rate. The Tax Appraisal District of Bell County published these rates in the Killeen Daily Herald on August 7, 2015. The City has complied with all provisions of the truth-in-taxation laws regarding adopting a tax rate.

**DISCUSSION/CONCLUSION**

On August 11, 2015, at a regular city council meeting, the Killeen City Council set the preliminary tax rate at the current rate of 74.98¢ per \$100 valuation. The rollback rate for the 2015 tax year is 82.90¢. The preliminary rate represents the maximum rate that can be adopted for the FY 2016 Budget. It is now necessary that the City Council adopt a final tax rate to support the Fiscal Year 2016 Annual Budget and Plan of Municipal Services.

**FISCAL IMPACT**

Adopting the current tax rate of 74.98¢ per \$100 valuation will generate ad valorem tax revenues in the amount of \$36,987,879, net of discounts and the City's expected collection ratio. A total of \$12,659,180 of the ad valorem revenues collected will be allocated to an interest and sinking fund for the retirement of debt.

**RECOMMENDATION**

It is recommended that the attached ordinance be approved and that the tax rate for the City of Killeen for FY 2016 be set at 74.98¢ per \$100 of taxable valuation on non-exempt real and personal property.

**AN ORDINANCE SETTING THE TAX RATE AND LEVYING A TAX UPON ALL PROPERTY SUBJECT TO TAXATION WITHIN THE CITY LIMITS OF THE CITY OF KILLEEN, TEXAS, FOR THE 2015 TAX YEAR AND FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF KILLEEN FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2015, AND ENDING SEPTEMBER 30, 2016; APPORTIONING SAID LEVY AMONG THE VARIOUS FUNDS AND ITEMS FOR WHICH REVENUE MUST BE RAISED INCLUDING PROVIDING A SINKING FUND FOR THE RETIREMENT OF THE BONDED DEBT OF THE CITY; AND ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the Chief Appraiser of the Bell County Tax Appraisal District has prepared and certified the appraisal roll for the City of Killeen, Texas, said roll being that portion of the approved appraisal roll of the Bell County Tax Appraisal District which lists property taxable by the City of Killeen, Texas; and

**WHEREAS**, the Chief Appraiser of the Bell County Tax Appraisal District has performed the statutory calculations required by Section 26.04 of the Texas Property Tax Code, and has published the effective rate, the rollback tax rate, and an explanation of how they were calculated and has fulfilled all other requirements for publication as contained in Section 26.04(e) of the Texas Property Tax Code, in a manner designated to come to the attention of all residents of said City and has submitted rates to the City Council of said City prior to the City Council meeting of August 11, 2015; and,

**WHEREAS**, the City Council has complied with all applicable requirements of the Texas Property Tax Code prior to the setting of the tax rate for said City for 2015;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KILLEEN;**

**SECTION I.** That the tax rate of the City of Killeen, Texas for the tax year 2015 be, and is hereby, set at 74.98 ¢ on each \$100 of the taxable value of real and personal property not exempt from taxation by the constitution and laws of this state within the corporate limits of said City.

**SECTION II.** That there is hereby levied for the tax year 2015 upon all real and personal property not exempt from taxation by the constitution and laws of this state situated within the corporate limits of said City, and there shall be collected for the use and support of the municipal government of the City of Killeen, Texas, to provide a sinking fund for the retirement of the bonded debt of said City and to provide for permanent improvements in said City, said tax; and said tax, so levied and collected, shall be apportioned to

the specific purposes hereinafter set forth; to wit:

- A. For the payment of current expenses and to be deposited in the general fund (for the purposes of maintenance and operations) 49.38¢ on each \$100 of the taxable value; and,
- B. To provide for sinking funds for the payment of the principal and interest and the retirement of bonded debt, 25.60¢ on each \$100 of the taxable value of such property.

**SECTION III.** That the Chief Appraiser is hereby authorized to assess and collect the taxes of said City employing the above tax rate.

**SECTION IV.** That the Director of Finance of said City shall keep accurate and complete records of all monies collected under this Ordinance and of the purposes for which same are expended.

**SECTION V.** That monies collected pursuant to this Ordinance shall be expended as set forth in the City of Killeen FY 2016 Annual Budget and Plan of Municipal Services.

**SECTION VI.** That all monies collected which are not specifically appropriated shall be deposited in the general fund.

**SECTION VII.** That this ordinance shall take effect and be in full force and effect from and after its passage and approval according to law.

**PASSED AND APPROVED** at a regular meeting of the City Council of the City of Killeen, Texas this 8th day of September, 2015, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A. Government Code, Section 551.001 et. seq.

**APPROVED**

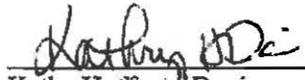
  
\_\_\_\_\_  
Scott Cosp  
MAYOR



**ATTEST:**

  
\_\_\_\_\_  
Dianna Barker  
CITY SECRETARY

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Kathy Hoffman Davis  
CITY ATTORNEY



**RECOMMENDATION**

Recommend adoption of the proposed ordinance approving water rates and approving and codifying fees or rates charged for certain services provided by Community Services, Community Development, Emergency Medical Services, Planning, and Public Works departments.

**ORDINANCE NO. 15-043**

**AN ORDINANCE AMENDING CHAPTER 2, ARTICLE VI, OF THE CITY OF KILLEEN CODE OF ORDINANCES, BY AMENDING SECTION 2-150 (c) CEMETERY, (g) GOLF COURSE, (h) LIBRARY, (k) PLANNING, AND (p) PUBLIC WORKS; CHAPTER 4, ARTICLE I, DIVISION 3, SECTION 4-46; CHAPTER 8, ARTICLE II, DIVISION 1, SECTION 8-11 AND ARTICLE III, SECTION 8-62; CHAPTER 30, ARTICLE IV, DIVISION 1, SECTION 30-106; AND DIVISION 2, SUBDIVISION B, SECTION 30-136 PROVIDING FOR THE REPEAL OF CONFLICTING PROVISIONS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING FOR PUBLICATION AND EFFECTIVE DATE.**

**WHEREAS**, the City Council has codified many of the fees charged by various departments and divisions; and

**WHEREAS**, certain fees charged by the Cemetery, Golf Course, Library, Planning, EMS Billing, Building Inspections, and Water and Services are proposed to be changed;

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KILLEEN:**

**SECTION I.** That Chapter 2, Article VI, Section 2-150 (c), (g), (h), (k) and (p) of the Code of Ordinances of the City of Killeen is hereby amended to read as follows:

**CHAPTER 2 ADMINISTRATION**

**ARTICLE VI. FEES**

**\* \* \***

**Sec. 2-150. Fees.**

The following fees are hereby established for the departments listed:

**\* \* \***

- (c) Cemetery
  - (1) Burial spaces – resident
    - a. Adult - \$700.00 per space
    - b. Infant - \$120.00 per space
  - (2) Burial spaces - non-resident
    - a. Adult - \$1,335.00 per space
    - b. Infant - \$240.00 per space

- (3) Cremation
  - a. Opening/Closing (no setup) - \$75.00
  - b. Opening/Closing with a chair/carpet setup under pavilion or at gravesite - \$100.00
- (4) Infant opening/closing
  - a. No setup - \$75.00
  - b. Opening/Closing with a chair/carpet setup under pavilion or at gravesite - \$100.00
- (5) VA marker installations
  - a. Bronze VA marker installation (with cemetery concrete base) - \$75.00
  - b. Bronze VA marker installation (with supplied granite base) - \$50.00
  - c. Flat VA marker installation - \$50.00
  - d. Upright VA marker installation - \$100.00
- (6) Other fees
  - a. Pavilion or gravesite chair/carpet setup for memorial services - \$25.00
  - b. Infant disinterment - \$75.00

\* \* \*

- (g) Golf Course
  - (1) Green fees - daily/weekday
    - a. Regular - \$20.00 - \$3.00 of these fees will be used for capital improvements
    - b. Senior - \$14.00 (60+) - \$2.00 of these fees will be used for capital improvements
    - c. Junior - \$11.00 (high school student or younger) - \$2.00 of these fees will be used for capital improvements
    - d. Twilight - \$11.00 - \$2.00 of these fees will be used for capital improvements
  - (2) Green fees - daily weekend and holidays
    - a. Regular and seniors - \$27.00 - \$3.00 of these fees will be used for capital improvements
    - b. Junior - \$15.00; after 2:00 p.m. \$8.00 - \$2.00 of these fees will be used for capital improvements
    - c. Twilight - \$16.00 - \$2.00 of these fees will be used for capital improvements

\* \* \*

- (8) Power carts (one person)
  - a. 18 holes - \$15.00 (includes tax) per person
  - b. 9 holes - \$11.00 (includes tax) per person

\* \* \*

- (11) Driving range
  - a. Discounted Driving Range Pass - \$350.00
  - b. Bucket of 35 balls - \$4.00; 70 balls - \$7.00

\* \* \*

- (h) Library
  - (1) Overdue (late) fee

- a. All circulating library materials - \$0.25 per day per item, up to retail cost of the item as reflected on the item record in the library's catalog record. A one-week grace period will be observed, and items may be returned without incurring an overdue fee during that time. Items returned more than one week late will be charged the overdue fee for each day the item was overdue starting with day 1.
  - b. Interlibrary loan items - \$1.00 per day for each item plus any overdue and/or processing fees charged by the lending library.
  - c. Items more than 6 months overdue - retail cost of the item + \$20.00 processing fee per item
- (2) Lost and damaged library materials
- a. Lost or seriously damaged book (not overdue) - retail cost of item
  - b. Lost or seriously damaged audio book covered under vendor replacement guarantee - retail cost of item as reflected in library's catalog record or \$10.00 per CD or tape in need of replacement, whichever is less. See section below for additional charges incurred due to loss of or damage to the audio book's case.
  - c. Lost or seriously damaged DVD - retail cost of item as reflected in library's catalog records. See section below for additional charges incurred due to loss of or damage to the DVD's case.
  - d. Damaged or missing barcode - \$1.00 each
  - e. Lost or damaged interlibrary loan items - cost of item and any associated processing fees charged by the lending institution.
- (3) Lost and/or damaged audio book or DVD cases
- a. Audiobook cases, 1 to 8 sections - \$6.00 each
  - b. Audiobook cases, 9 to 20 sections - \$8.00 each
  - c. Audiobook cases, 21 to 30 sections - \$18.00 each
  - d. DVD cases, single - \$2.00 each
  - e. DVD cases, multiple discs - \$6.00 each
  - f. Artwork (in outer sleeve) - \$2.00 each
  - g. DVD double sleeve - \$2.00 each
- (4) Postage and handling charges for interlibrary loan - \$3.17 per item, payable in advance. This fee will be refunded if the requested item is not obtainable through interlibrary loan within eight weeks of the request date.
- (5) Non-resident borrower registration fee:
- a. Residents of Bell, Coryell, Lampasas, and Williamson Counties - no charge
  - b. Residents of any other Texas county - \$10.00 per year per responsible party
- (6) Photocopy and printing charges - \$0.10 per page
- (7) Requests by correspondence (for copies) - actual cost of postage + \$0.10 per page copied
- (8) Exam proctoring:
- a. Administered by non-professional library staff - \$10.00 per test
  - b. Administered by professional library staff - \$25.00 per test
- (9) Replacement borrower cards and barcodes
- a. Library card - \$1.25 each
  - b. Borrower barcodes - \$0.50 each

\* \* \*

(k) Planning

- (1) Abandonment of ROW/easement - \$415.00
- (2) Final plat application
  - a. 1 to 10 acres - \$300.00 + \$25.00 per lot
  - b. 10 to 50 acres - \$400.00 + \$25.00 per lot
  - c. 50 acres and above - \$500.00 + \$25.00 per lot
- (3) Zoning application - \$300.00
- (4) Preliminary plat
  - a. 1 to 10 acres - \$300.00 + \$25.00 per lot
  - b. 10 to 50 acres - \$400.00 + \$25.00 per lot
  - c. 50 acres and above - \$500.00 + \$25.00 per lot
- (5) Replat application
  - a. 1 to 10 acres - \$300.00 + \$25.00 per lot
  - b. 10 to 50 acres - \$400.00 + \$25.00 per lot
  - c. 50 acres and above - \$500.00 + \$25.00 per lot
- (6) Conditional use permit- \$500.00
- (7) Copy fees
  - a. City map - \$20.00
  - b. Plat copy - \$10.00
  - c. Master street list - \$8.00
- (8) Land disturbance permit application fees
  - a. one (1) to ten (10) acres - \$120.00
  - b. over ten (10) to fifty (50) acres - \$140.00
  - c. over fifty (50) acres and above - \$180.00
- (9) Future Land Use Map (FLUM) amendments - \$100.00
- (10) Site disturbance permit application (when not part of a land disturbance permit application)
  - a. one (1) to ten (10) acres - \$160.00
  - b. over (10) to fifty (50) acres - \$180.00
  - c. over fifty (50) acres and above - \$200.00

\* \* \*

(p) Public Works

- (1) Public Infrastructure Acceptance Re-inspection - \$50.00 plus associated costs as follows:
  - (a) Sewer Line CCTV Re-inspection - \$1.15/foot
- (2) Subdivision Construction Plan Review
  - (a) one (1) to ten (10) acres - \$250.00
  - (b) over ten (10) to fifty (50) acres - \$350.00
  - (c) over fifty (50) acres and above - \$500.00
- (3) Final Conformance Inspection of Public Infrastructure (Letter of Release)
  - (a) Residential - \$25.00
  - (b) Commercial – one (1) to ten (10) acres - \$50.00
  - (c) Commercial – over ten (10) to fifty (50) acres - \$125.00

- (d) Commercial – over fifty (50) acres and above - \$200.00
- (4) Storm Water Management Site Plan Pre-Acceptance Inspection - \$50.00
- (5) Right-of-Way Cut Permit Inspection - \$50.00
- (6) Water or Sewer Main Public Infrastructure Tap Inspection - \$50.00

**SECTION II.** That Chapter 4, Article I, Division 3, Section 4-46 of the Code of Ordinances of the City of Killeen is hereby amended to read as amended to read as follows:

**CHAPTER 4 AMBULANCES**

**ARTICLE I. ADMINISTRATION**

\* \* \*

**DIVISION 3. FEES**

**Sec. 4-46. Fees.**

- (a) Any person who uses the emergency medical services of the city, whether such person requested the same or not, shall pay for the service in accordance with the following fee schedule. Fees for services in addition to the ambulance service rate will be charged according to the fee schedule when additional services and supplies are needed by the person. The fee schedule shall apply to each person transported whether one or more persons are picked up in the same ambulance at the same time.
- (b) In the event a hospital, nursing home or other entity or individual is responsible for the transport, transfer or other transportation of a person using the ambulance service of the city, that responsible hospital, nursing home or other entity or individual shall pay for such service according to the following fee schedule:

Fee Schedule  
(Based upon a one-way trip)

Service    Fee

- (1) Basic Life Support Transport (Emergency) on Advanced Life Support Ambulance .....\$560.00
- (2) Advanced Life Support Transport, Level 1 .....\$690.00
- (3) Advanced Life Support Transport, Level 2 .....\$770.00
- (4) Additional attendant .....\*\$50.00
- \* If CPR is administered, the patient's weight obviously exceeds 300 lbs., or the patient is carried up or down a long flight of stairs.
- (5) Treatment - no transport .....\$236.00.
- (6) No transport – no treatment .....\$100.00

- (7) Mileage, per mile .....\$13.00
- (8) Extrication .....\$100.00
- (9) Oxygen, drugs, medications, miscellaneous bandages and supplies are charged according to the reasonable cost per item in accordance with the Health Care Financing Administration (HCFA).

Standing time. Every emergency trip or transfer to any hospital, clinic, doctor's office or other place will include a waiting period of not more than fifteen (15) minutes without additional charge. An additional charge of fifteen dollars (\$15.00) will be made for each fifteen (15) minutes or fraction thereof, that the ambulance unit and its equipment must wait at any hospital, clinic, doctor's office or other place prior to discharge.

Emergency service outside of city. Fees for emergency ambulance services provided by the city of Killeen emergency medical service to locations outside of the Killeen city limits but within Bell County shall be made in accordance with an EMS service contract between the city of Killeen and Bell County. Fees for emergency ambulance service provided by the city of Killeen emergency medical service to locations out of county shall be charged in accordance with the above fee schedule. An additional fee of two hundred dollars (\$200.00) shall be applied.

In-county and out-of-county transfer service. Each person transported on a non-emergency transfer basis, to and from points inside Bell County, shall be charged and pay the transfer and mileage fees stated above, or as modified by any EMS contract with another jurisdiction. Each person transported on a non-emergency transfer basis to or from a point outside of Bell County shall be charged and shall pay an additional two hundred dollars (\$200.00) for such service above prevailing rates and all charges for such service shall be paid for in advance. Availability of all transfer service is dependent on permission of the fire chief or his designee, based upon the need to assure adequate emergency personnel and equipment are present within the city at all times.

**SECTION III.** That Chapter 8, Article II, Division 1, Section 8-11 of the Code of Ordinances of the City of Killeen is hereby amended to read as amended to read as follows:

**CHAPTER 8 BUILDING AND CONSTRUCTION REGULATIONS**

**\* \* \***

**ARTICLE II. ADMINISTRATION**

**DIVISION 1. PERMIT FEES**

**Sec. 8-11. Fees.**

- (a) *New single-family residential construction.* All fees for new single-family residential

construction shall be calculated at a rate of eleven and a half cents (\$0.115) per square foot based on the total square footage under roof. This fee includes permits for the structure, electrical, mechanical, plumbing, flatwork, certificate of occupancy, and plans review. This fee does not include permits for fences, storage buildings, accessory structures, lawn irrigation, whole house water softener units, or swimming pools.

(b) *Multifamily, commercial, etc., construction. All fees are based on total square footage.* The fee for new construction for duplexes, townhouses, multifamily, all commercial (except shell buildings, warehouses and parking garages), and all additions to square footage under roof, (includes storage buildings, patio covers, modular/portable buildings and carports) shall be as follows:

<i>Building Area Square Feet</i>	<i>Building</i>	<i>Electrical</i>	<i>Mechanical<sup>(1)</sup></i>	<i>Plumbing<sup>(2)</sup></i>	<i>Plans</i>
500 or less	\$ 35.00	\$ 35.00	\$ 35.00	\$35.00	\$ 35.00
501--1,000	70.00	40.00	40.00	40.00	60.00
1,001--1,500	100.00	40.00	40.00	40.00	85.00
1,501--2,000	130.00	50.00	40.00	50.00	110.00
2,001--2,500	160.00	60.00	40.00	60.00	140.00
2,501--3,000	190.00	70.00	40.00	70.00	160.00
3,001--3,500	220.00	80.00	45.00	80.00	185.00
3,501--4,000	250.00	90.00	50.00	90.00	210.00
4,001--4,500	280.00	100.00	55.00	100.00	235.00
4,501--5,000	310.00	110.00	60.00	110.00	260.00
5,001--5,500	340.00	120.00	65.00	120.00	285.00
5,501--6,000	370.00	130.00	70.00	130.00	310.00
6,001--6,500	400.00	140.00	70.00	140.00	335.00
6,501--7,000	430.00	150.00	80.00	150.00	360.00
7,001--7,500	460.00	160.00	85.00	160.00	385.00
7,501--8,000	490.00	170.00	90.00	170.00	410.00
8,001--8,500	520.00	180.00	95.00	180.00	435.00
8,501--9,000	550.00	190.00	100.00	190.00	460.00
9,001--9,500	580.00	200.00	105.00	200.00	485.00
9,501--10,000	610.00	210.00	110.00	210.00	510.00
10,001--15,000	915.00	315.00	165.00	315.00	765.00
15,001--20,000	1215.00	415.00	215.00	415.00	1015.00
20,001--25,000	1515.00	515.00	265.00	515.00	1265.00
25,001--30,000	1815.00	615.00	315.00	615.00	1515.00
30,001--35,000	2115.00	715.00	365.00	715.00	1765.00
35,001--40,000	2415.00	815.00	415.00	815.00	2015.00
40,001--45,000	2715.00	915.00	465.00	915.00	2265.00
45,001--50,000	3015.00	1015.00	515.00	1015.00	2515.00

The fee for structures over 50,000 square feet is determined by combining fees to equal the square footage.

For duplexes add:

- \$30.00 for building.
- \$30.00 for electrical.
- \$30.00 for mechanical.
- \$30.00 for plumbing.
- \$30.00 for gas piping

For apartments, hotels, townhouses and motels add:

- \$30.00 per unit for building.
- \$30.00 per unit for electrical.
- \$30.00 per unit for mechanical.
- \$30.00 per unit for plumbing.
- \$30.00 per unit for fire sprinkler.
- \$30.00 per unit for gas piping

*Note:*

- (1) Mechanical--Air conditioning, heating, ventilation, exhaust and refrigeration systems.
- (2) Plumbing--All connections to a water or sewerage system. Fire sprinkler and gas pipe systems are to be permitted separately. The plumbing fee column shall be used for new fire sprinkler and gas piping systems.

(c) *Shell buildings, etc.* The fees for shell buildings without interior finish, warehouses and parking garages shall be as follows:

<i>Building Area Square Feet</i>	<i>Building</i>	<i>Electrical</i>	<i>Mechanical<sup>(1)</sup></i>	<i>Plumbing<sup>(2)</sup></i>	<i>Plans</i>
500 or less	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 35.00
501--1,000	60.00	40.00	40.00	40.00	50.00
1,001--1,500	85.00	40.00	40.00	40.00	70.00
1,501--2,000	110.00	40.00	40.00	40.00	90.00
2,001--2,500	135.00	50.00	40.00	50.00	110.00
2,501--3,000	160.00	55.00	40.00	55.00	130.00
3,001--3,500	185.00	60.00	40.00	60.00	150.00
3,501--4,000	210.00	70.00	40.00	70.00	170.00
4,001--4,500	235.00	80.00	40.00	80.00	190.00
4,501--5,000	260.00	85.00	40.00	85.00	210.00
5,001--5,500	285.00	90.00	40.00	90.00	230.00
5,501--6,000	310.00	100.00	40.00	100.00	250.00
6,001--6,500	335.00	105.00	45.00	105.00	270.00
6,501--7,000	360.00	115.00	50.00	115.00	290.00
7,001--7,500	385.00	120.00	50.00	120.00	310.00
7,501--8,000	410.00	120.00	50.00	120.00	330.00
8,001--8,500	435.00	130.00	55.00	130.00	350.00
8,501--9,000	460.00	140.00	55.00	140.00	370.00

9,001--9,500	485.00	160.00	55.00	160.00	390.00
9,501--10,000	510.00	170.00	60.00	170.00	410.00
10,001--15,000	765.00	240.00	90.00	240.00	615.00
15,001--20,000	1015.00	315.00	115.00	315.00	815.00
20,001--25,000	1265.00	390.00	140.00	390.00	1015.00
25,001--30,000	1515.00	465.00	165.00	465.00	1215.00
30,001--35,000	1765.00	540.00	190.00	540.00	1415.00
35,001--40,000	2015.00	615.00	215.00	615.00	1615.00
40,001--45,000	2265.00	690.00	240.00	690.00	1815.00
45,001--50,000	2515.00	765.00	265.00	765.00	2015.00

The fee for structures over 50,000 square feet is determined by combining fees to equal the square footage.

*Note:*

- (1) Mechanical--Air conditioning, heating, ventilation, exhaust and refrigeration systems.
- (2) Plumbing--All connections to a water or sewerage system. Fire sprinkler and gas pipe systems are to be permitted separately. The plumbing fee column shall be used for new fire sprinkler and gas piping systems.

(d) *Finishing, repairs, maintenance, other.* The fee for remodeling, alterations, repairs, finish-out of shell buildings, and other construction, including swimming pools, fences, flatwork (concrete/asphalt), signs, gas tanks/pumps, lawn irrigation, whole house water softeners, etc., shall be as follows:

<i>Dollar Valuation<sup>(3)</sup></i>	<i>Building</i>	<i>Electrical</i>	<i>Mechanical<sup>(1)</sup></i>	<i>Plumbing<sup>(2)</sup></i>	<i>Plans</i>
\$0--3000.00	35.00	35.00	35.00	35.00	35.00
3000.01--4000.00	43.00	35.00	35.00	35.00	35.00
4000.01--5000.00	54.00	43.00	43.00	43.00	35.00
5000.01--6000.00	65.00	52.00	52.00	52.00	35.00
6000.01--7000.00	76.00	61.00	61.00	61.00	38.00
7000.01--8000.00	87.00	69.00	69.00	69.00	44.00
8000.01--9000.00	98.00	78.00	78.00	78.00	49.00
9000.01--10,000.00	109.00	87.00	87.00	87.00	55.00
10,000.01--11,000.00	119.00	95.00	95.00	95.00	60.00
11,000.01--12,000.00	130.00	104.00	104.00	104.00	65.00
12,000.01--13,000.00	141.00	113.00	113.00	113.00	71.00
13,000.01--14,000.00	152.00	122.00	122.00	122.00	76.00
14,000.01--15,000.00	163.00	130.00	130.00	130.00	82.00
15,000.01--50,000.00	163.00	130.00	130.00	130.00	82.00
Plus per \$1000.00 over \$15,000.00	6.00	5.00	5.00	5.00	4.00

50,000.01--100,000.00	373.00	305.00	305.00	305.00	187.00
Plus per \$1000.00	5.00	4.00	4.00	4.00	3.00
Over \$50,000.00					
100,000.01--500,000.00	623.00	505.00	505.00	505.00	312.00
Plus per \$1000.00	4.00	3.00	3.00	3.00	2.00
Over \$100,000.00					
500,000.01--up	2223.00	1705.00	1705.00	1705.00	1112.00
Plus per \$1000.00	1.00	1.00	1.00	1.00	1.00
Over \$500,000.00					

*Note:*

- (1) Mechanical--Air conditioning, heating, ventilation, exhaust and refrigeration systems.
- (2) Plumbing--All connections to a water or sewerage system. Fire sprinkler and gas pipe systems are to be permitted separately. The plumbing fee column shall be used for new fire sprinkler and gas piping systems.
- (3) Permit fees are calculated individually by permit type. All plan review fees must be paid at time of application.

(e) *Miscellaneous.* The following miscellaneous fees shall be charged:

- (1) Demolition/move structure, per structure \$50.00
- (2) Failed inspection penalty (any kind), per inspection \$50.00
- (3) Food dealer's permit, per year \$50.00
- (4) Mobile food service permit, per unit \$5.00
- (5) Temporary final utility service, per service (electric, water, or gas) \$35.00
- (6) Temporary electric service pole, per pole \$35.00
- (7) Mobile home park license, per year
  - a. 1-20 units \$175.00
  - b. 21-50 units \$275.00
  - c. 51-120 units \$450.00
  - d. 121-200 units \$690.00
  - e. 201-300 units \$1,000.00
  - f. 301 units and above \$1,300.00
- (8) Construction registration, per year: \$80.00
- (9) Appeals:
  - a. Construction board of appeals, per request \$275.00
  - b. Zoning board of adjustments and appeals, per request \$275.00
- (10) Certificate of occupancy
  - a. New Certificate of Occupancy \$90.00
  - b. Partial or temporary Certificate of Occupancy (each) \$90.00

- c. Lost or replacement (reprint)
- |   |   |
|---|---|
| Certificate of Occupancy  | \$5.00  |
| (11) Curb cut permit  | \$23.00   |
| (12) Street cut permit  | \$56.00   |
| (13) Flood plain permit   | \$50.00   |
| (14) Landscape permit/R-3 and R-3F<br>(with only one structure on one lot)  | \$35.00   |
| (15) Landscape permit/commercial and R-3A   | \$50.00   |
| (16) Residential off-premise real estate sign - first sign - \$25.00 per calendar year;<br>each sign tag thereafter in the same calendar year | \$1.00  |
| (17) Commercial kitchen hood permit (each):   |   |
| Type I Hood (grease and smoke)  | \$75.00   |
| Type II Hood (smoke and/or steam)   | \$35.00   |
| (18) Partial inspection   | \$35.00 each  |
| (19) After hours inspections  | \$200.00 for first two hours and \$100.00 for each additional hour or fraction thereof. The minimum \$200.00 fee must be paid in advance of the inspection. |

(f) *Fee adjustment.* Owner of an expired permit may make written request within 30 days after date of expiration to the building official to reinstate said permit and shall be charged a fee of one-half the amount required for a new permit for such work, provided no changes have been made in the original plans and specifications for such work.

(g) *Penalty.* Where construction is commenced before a permit is obtained, the permit fees shall be doubled.

(h) *Occupy without a certificate of occupancy.* It shall be an offense for any registered general contractor, whether commercial or residential, to allow an owner or tenant of property to occupy a new or remodeled building or space before the contractor obtains a certificate of occupancy. Upon conviction, a person violating this section shall be fined in an amount not less than two hundred fifty dollars (\$250) nor more than two thousand dollars (\$2000). For the second or subsequent conviction within a twelve month period, such person shall be fined not less than five hundred dollars (\$500) nor more than two thousand dollars (\$2000). Each day a violation continues shall constitute a separate and distinct offense and shall be punishable as such.

(i) *Fees waived.* Projects for city owned facilities requiring permits shall be exempt from permit fees. However, contractors shall be responsible for contractor registration, construction trailers and/or other temporary construction structures, failed inspection penalties, or other penalties and fees.

**SECTION IV.** That Chapter 8, Article III, Section 8-62 is hereby amended to read as follows:

**CHAPTER 8 BUILDING AND CONSTRUCTION REGULATIONS**

\* \* \*

### ARTICLE III. CONSTRUCTION CONTRACTORS

#### Sec. 8-62. Fees.

Fees for registrations shall be paid at time of application. Fees shall be in accordance with the fee schedule established in this chapter, paid per calendar year, renewable each January first.

SECTION V. That Chapter 30, Article VI, Division 1, Section 30-106, Section 30-136 and Section 30-151 of the Code of Ordinances of the City of Killeen is hereby amended to read as amended to read as follows:

### CHAPTER 30 WATER, SEWERS AND SEWAGE DISPOSAL

\* \* \*

### ARTICLE IV. RATES AND CHARGES

#### DIVISION 1. GENERALLY

\* \* \*

#### Sec. 30-106. Miscellaneous charges.

The following charges shall be imposed for services and miscellaneous items:

- (1) Cutting off for repairs and turning back on 8:00 a.m. to 5:00 p.m. Monday—Friday  
.....\$25.00
- (2) Transferring services ....25.00
- (3) Collection fee for delinquent accounts where service call is already being made .....5.00
- (4) Late penalty-assessed if payment is not received by the close of business on the due date-the 15<sup>th</sup> day from the billing date or mailing date .....10.00
- (5) Delinquent account charge/reconnection fee-assessed if payment is not received by the close of business on the delinquent date-the 22<sup>nd</sup> Day from the billing date or mailing date .....25.00
- (6) Administrative handling of returned checks ....30.00
- (7) Returned check late charge-assessed if returned check not redeemed by disconnect date-the 7<sup>th</sup> day from mailing date .....25.00

- (8) After hours service-unscheduled request received after 5:00 p.m. Monday—Friday; also scheduled and unscheduled request for Saturdays, Sundays and legal holidays .....40.00
- (9) When water service is turned on by anyone other than authorized water department personnel .....75.00
- (10) If, after a water meter has been pulled, an attempt to obtain water from the city in any manner other than through a meter has been made .....100.00
- (11) Delinquent garbage only late charge-assessed if payment is not received by discontinued date-the 22<sup>nd</sup> day from the billing date or mailing date .....10.00
- (12) New account fee 25.00
- (13) Meter check (when request is made by account holder and reading is determined to be correct) .....25.00
- (14) Meter check (pull and test), if meter is not faulty 75.00
- (15) Annual itemized bill, per account 3.00
- (16) Alphabetical listing of accounts 35.00
- (17) Wastewater system use permit application (original, revised or renewal) for significant industrial and categorical users .....250.00
- (18) Disconnection of utility services resulting from violation of wastewater system discharge prohibitions/reconnect fee .....25.00
- (19) Grease trap self-cleaner application .....50.00
- (20) Broken lock fee - assessed if a customer breaks or damages the meter lock. Installed by city personnel .....100.00
- (21) Transporter Manifest Book .....15.00
- (22) Transporter Permit .....100.00
- (23) Broken meter box ..... 50.00
- (24) Broken meter eyelets 100.00
- (25) Emergency cutoff 40.00

\* \* \*

## DIVISION 2. RATES

\* \* \*

### Subdivision B. - Water Rates

#### Sec. 30-136. - Assessed.

- (a) The following water charges shall apply to all residential users for the consumption of water inside the city limits:

0 to 2,000 gallons - Meter size:

5/8" and 3/4" .....\$12.70

1" .....\$14.06

1½" .....\$17.47

2" .....\$21.55

3" .....\$31.09

4" .....\$44.74

6" .....\$79.83

8" .....\$119.68

10" .....\$167.40

Applicable to all meter sizes:

2,001 to 25,000 gallons, per 1,000 gallons .....\$3.17

Over 25,000 gallons, per 1,000 gallons .....\$3.78

(b) The following water charges shall apply to all commercial users for the consumption of water inside the city limits:

0 to 2,000 gallons - Meter size:

5/8" and 3/4" .....\$13.15

1" .....\$14.60

1½" .....\$18.13

2" .....\$22.38

3" .....\$32.30

4" .....\$46.49

6" .....\$82.98

8" .....\$124.56

10" .....\$174.06

Applicable to all meter sizes:

All over 2,000 gallons, per 1,000 gallons .....\$3.28

(c) The following water charges shall apply to all apartment, small apartment, and mobile home park users for the consumption of water inside the city limits:

0 to 2,000 gallons - Meter size:

5/8" and 3/4" .....\$12.70

1" .....\$14.06

1½" .....\$17.47

2" .....\$21.55

3" .....\$31.09

4" .....\$44.74

6" .....\$79.83

8" .....\$119.68

10" .....\$167.40

Applicable to all meter sizes:

All over 2,000 gallons, per 1,000 gallons \$3.17

(d) The water rates for all residential users outside the city limits shall be double the water rates for residential users inside the city limits:

0 to 2,000 gallons - Meter size:

5/8" and 3/4" .....\$25.40

1" .....\$28.12

1½" .....\$34.94

2" .....\$43.10

3" .....\$62.18

4" .....\$89.48

6" .....\$159.66

8" .....\$239.36

10" .....\$334.80

Applicable to all meter sizes:

2,001 to 25,000 gallons, per 1,000 gallons .....\$6.34

Over 25,000 gallons, per 1,000 gallons .....\$7.56

- (e) The water rates for all commercial users outside the city limits shall be double the water rates for commercial users inside the city limits:

0 to 2,000 gallons - Meter size:

5/8" and 3/4" .....\$26.30

1" .....\$29.20

1½" .....\$36.26

2" .....\$44.76

3" .....\$64.60

4" .....\$92.98

6" .....\$165.96

8" .....\$249.12

10" .....\$348.12

Applicable to all meter sizes:

All over 2,000 gallons, per 1,000 gallons .....\$6.56

- (f) The water rates for all apartment, small apartment, and mobile home park users outside the city limits shall be double the water rates for apartment, small apartment and mobile home park users inside the city limits:

0 to 2,000 gallons - Meter size:

5/8" and 3/4" .....\$25.40

1" .....\$28.12

1½" .... \$34.94

2" ..... \$43.10

3" .....\$62.18

4" .....\$89.48

6" .....\$159.66

8" .....\$239.36

10" .....\$334.80

Applicable to all meter sizes:

All over 2,000 gallons, per 1,000 gallons .....\$6.34

(g) The meter rates for city-owned fireplugs are as follows:

0 to 2,000 gallons .... \$30.03

All over 2,000 gallons, per 1,000 gallons .....\$3.28

(h) The meter rates for Stonetree Golf Course irrigation shall be equal to the amount charged to the City of Killeen by Bell County Water Control and Improvement District.

All gallons, per 1,000 gallons .....\$0.63

**SECTION VI.** That all ordinances or resolutions or parts of ordinances or resolutions in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

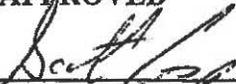
**SECTION VII.** That should any section or part of any section or paragraph of this ordinance be declared invalid or unconstitutional for any reason, it shall not invalidate or impair the validity, force, or effect of any other section or sections or part of a section or paragraph of this ordinance.

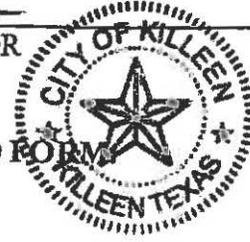
**SECTION VIII.** That the Code of Ordinances of the City of Killeen, Texas, as amended, shall remain in full force and effect, save and except as amended by this ordinance.

**SECTION IX.** That this ordinance shall be published in accordance with state law and be effective on October 1, 2015.

**PASSED AND APPROVED** at a regular meeting of the City Council of the City of Killeen, Texas, this 8th day of September 2015, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, Section 551.001, *et seq.*

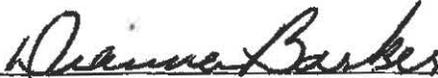
APPROVED

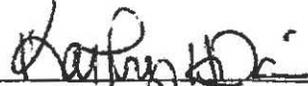
  
\_\_\_\_\_  
Scott Coper, MAYOR



ATTEST:

APPROVED AS TO FORM

  
\_\_\_\_\_  
Dianna Barker, CITY SECRETARY

  
\_\_\_\_\_  
Kathryn H. Davis, CITY ATTORNEY

**APPENDIX B**

**CITY OF KILLEEN POSITION CLASSIFICATION  
AND PAY PLAN AND SCHEDULE OF  
INCENTIVES**

**CITY OF KILLEEN  
POSITION CLASSIFICATION AND PAY PLAN**

<b>Grade</b>	<b>Classified Positions</b>	<b>Salary Schedule (monthly)</b>	
		<b>Minimum</b>	<b>Maximum</b>
<u>N51</u>	Clerk	\$ 1,572	\$ 2,291
	Court Files Clerk	1,572	2,291
	Library Clerk	1,572	2,291
	Utility Collections Mail Clerk	1,572	2,291
	Utility Cashier	1,572	2,291
<u>N52</u>	Aircraft Fuel Handler	\$ 1,724	\$ 2,514
	Animal Control Assistant	1,724	2,514
	Animal Control Attendant	1,724	2,514
	Cart Fleet & Range Attendant	1,724	2,514
	Code Enforcement Clerk	1,724	2,514
	Communications Specialist	1,724	2,514
	Custodian	1,724	2,514
	Customer Service Representative	1,724	2,514
	Deputy Court Clerk	1,724	2,514
	Event Assistant	1,724	2,514
	Fire Clerk	1,724	2,514
	Golf Shop Attendant	1,724	2,514
	Greenskeeper	1,724	2,514
	Grounds Maintenance Worker	1,724	2,514
	Meter Reader	1,724	2,514
	Office Assistant	1,724	2,514
	Operator	1,724	2,514
	Police Clerk	1,724	2,514
	Press Operator	1,724	2,514
	Receptionist	1,724	2,514
	Recreation Assistant	1,724	2,514
	Recycling Attendant	1,724	2,514
	Scale Attendant	1,724	2,514
	Secretary	1,724	2,514
	Secretary (BPAT/FOG )	1,724	2,514
	Service Worker (Airport)	1,724	2,514
	Service Worker (Buildings & Grounds )	1,724	2,514
	Service Worker (Drainage )	1,724	2,514
	Service Worker (Mowing)	1,724	2,514
	Service Worker (Street)	1,724	2,514
Solid Waste Worker	1,724	2,514	
Utility Clerk	1,724	2,514	
Welder's Assistant	1,724	2,514	

**CITY OF KILLEEN  
POSITION CLASSIFICATION AND PAY PLAN**

<b>Grade</b>	<b>Classified Positions</b>	<b>Salary Schedule (monthly)</b>	
		<b>Minimum</b>	<b>Maximum</b>
<u>N53</u>	Accounting Clerk	\$ 1,932	\$ 2,816
	Bailiff	1,932	2,816
	Building Permit Clerk	1,932	2,816
	EMS Billing Clerk	1,932	2,816
	Golf Course Maintenance Technician	1,932	2,816
	Graffiti Removal Specialist	1,932	2,816
	Human Resources Assistant I	1,932	2,816
	Library Assistant	1,932	2,816
	Lube Technician	1,932	2,816
	Operator (Water/Wastewater)	1,932	2,816
	Parts Assistant	1,932	2,816
	Program Assistant	1,932	2,816
	Sign Technician	1,932	2,816
	Solid Waste Crew Chief	1,932	2,816
	Senior Meter Reader	1,932	2,816
	Senior Secretary	1,932	2,816
	Senior Utility Clerk	1,932	2,816
	Truck Driver	1,932	2,816
Utility Service Worker	1,932	2,816	
<u>N54</u>	Accounting Specialist	\$ 2,163	\$ 3,152
	Animal Control Officer	2,163	3,152
	Benefit Specialist	2,163	3,152
	Compliance/Collections Enforcement Asst	2,163	3,152
	Construction Inspector	2,163	3,152
	Criminal Victims Liaison	2,163	3,152
	Electrical Maintenance Technician	2,163	3,152
	Equipment Operator	2,163	3,152
	Equipment Operator (Commercial)	2,163	3,152
	Equipment Operator (Residential)	2,163	3,152
	Evidence Technician	2,163	3,152
	Juvenile Case Manager	2,163	3,152
	Operator I	2,163	3,152
	Payroll Specialist	2,163	3,152
	Police Crime Analyst	2,163	3,152
	Police Personnel & Equipment Specialist	2,163	3,152
	Police Training Assistant	2,163	3,152
	Principal Secretary	2,163	3,152
	Purchasing Specialist	2,163	3,152
	Senior Collections Clerk	2,163	3,152
Senior Library Assistant	2,163	3,152	

**CITY OF KILLEEN  
POSITION CLASSIFICATION AND PAY PLAN**

<b>Grade</b>	<b>Classified Positions</b>	<b>Salary Schedule (monthly)</b>	
		<b>Minimum</b>	<b>Maximum</b>
<u>N55</u>	Airport Specialist	\$ 2,423	\$ 3,531
	Assistant Clerk of the Court	2,423	3,531
	Crew Leader	2,423	3,531
	EMS Billing Specialist	2,423	3,531
	Equipment Services Technician	2,423	3,531
	Event Coordinator	2,423	3,531
	Evidence Technician II	2,423	3,531
	Executive Assistant	2,423	3,531
	Facilities Maintenance Specialist	2,423	3,531
	Fleet Services Technician	2,423	3,531
	FOG Enforcement Program Specialist	2,423	3,531
	Help Desk Technician	2,423	3,531
	Library Supervisor	2,423	3,531
	Operator II	2,423	3,531
	Permits Clerk Supervisor	2,423	3,531
	Planning Assistant	2,423	3,531
	Program Coordinator	2,423	3,531
	Recreation Supervisor	2,423	3,531
	Senior Aircraft Fuel Handler	2,423	3,531
	Senior Purchasing Specialist	2,423	3,531
	Supply Specialist	2,423	3,531
Technology Unit Technician	2,423	3,531	
Traffic Technician	2,423	3,531	
Vet Technician	2,423	3,531	
Welder	2,423	3,531	
			3,531
O55	Public Service Officer	\$ 2,617	\$ 3,813
<u>N56</u>	Association Sales Manager	\$ 2,715	\$ 3,955
	CAD/GIS Technician	2,715	3,955
	Code Enforcement Officer	2,715	3,955
	Community Development Housing Specialist	2,715	3,955
	Computer Operator	2,715	3,955
	Computer Technician	2,715	3,955
	Convention Services Manager	2,715	3,955
	Crime Statistical Analyst	2,715	3,955
	Customer Service Supervisor	2,715	3,955
	Deputy City Marshal	2,715	3,955
	Home Program Coordinator	2,715	3,955
	Lien Collections Specialist	2,715	3,955
	Operations Specialist	2,715	3,955
	Paralegal	2,715	3,955
	Procurement Card Administrator	2,715	3,955
	Senior Construction Inspector	2,715	3,955
	Senior Traffic Technician	2,715	3,955
	Solid Waste Specialist	2,715	3,955
	Utility Collections Supervisor	2,715	3,955
	Water & Sewer Materials Manager	2,715	3,955
	Youth Program Specialist	2,715	3,955

**CITY OF KILLEEN  
POSITION CLASSIFICATION AND PAY PLAN**

<b>Grade</b>	<b>Classified Positions</b>	<b>Salary Schedule (monthly)</b>	
		<b>Minimum</b>	<b>Maximum</b>
<u>N57</u>	Administrative Assistant	\$ 3,040	\$ 4,702
	Airport Maintenance Crew Leader	3,040	4,702
	Airport Operations & Maintenance Crew Leader (ILE)	3,040	4,702
	Building Inspector	3,040	4,702
	Cataloguer	3,040	4,702
	Chief Operator	3,040	4,702
	Child Safety Coordinator	3,040	4,702
	City Marshal	3,040	4,702
	Code Enforcement Supervisor I	3,040	4,702
	Community Development Programs Manager	3,040	4,702
	Community Development Specialist	3,040	4,702
	Compensation and Benefits Manager	3,040	4,702
	Computer Mainframe Specialist	3,040	4,702
	Construction Record Keeper	3,040	4,702
	Engineering Technician	3,040	4,702
	Environmental Specialist I	3,040	4,702
	Facility Supervisor	3,040	4,702
	Flightline Service Crew Leader	3,040	4,702
	Government Channel Producer	3,040	4,702
	HVAC Technician	3,040	4,702
	Information Technology Project Coordinator	3,040	4,702
	Latent Print Technician	3,040	4,702
	Network Technician	3,040	4,702
	Network Technician (Airport)	3,040	4,702
	Operator III	3,040	4,702
	Reference Librarian	3,040	4,702
	Senior CAD/GIS Data Technician	3,040	4,702
	Sex Offender Coordinator	3,040	4,702
	Social Worker	3,040	4,702
	Storm Water Drainage Technician	3,040	4,702
	Animal Control Supervisor	3,040	4,702
	Aquatics Supervisor	3,040	4,702
	Commercial Operations Supervisor	3,040	4,702
	Container Operations Supervisor	3,040	4,702
	Drainage Maintenance Supervisor	3,040	4,702
	Maintenance Supervisor	3,040	4,702
	Mowing Operations Supervisor	3,040	4,702
	Parks Supervisor	3,040	4,702
	Print Services Supervisor	3,040	4,702
	Recycling Operations Supervisor	3,040	4,702
	Residential Operations Supervisor	3,040	4,702
	Supervisor (Scale Operations)	3,040	4,702
	Supervisor (Sign Crew)	3,040	4,702
	Supervisor (Street Maintenance)	3,040	4,702
	Supervisor (Traffic Signal)	3,040	4,702
	Supervisor (Transfer Station)	3,040	4,702
	Supervisor (Utility Service)	3,040	4,702

**CITY OF KILLEEN  
POSITION CLASSIFICATION AND PAY PLAN**

<b>Grade</b>	<b>Classified Positions</b>	<b>Salary Schedule (monthly)</b>	
		<b>Minimum</b>	<b>Maximum</b>
<u>N58</u>	Administrative Assistant II	\$ 3,406	\$ 5,264
	Building Plans Examiner	3,406	5,264
	Clerk of the Court	3,406	5,264
	Code Enforcement Supervisor II	3,406	5,264
	Community Engagement Coordinator	3,406	5,264
	Compliance/Collections Manager	3,406	5,264
	Crime Prevention Coordinator	3,406	5,264
	Custodian Supervisor	3,406	5,264
	EMS Billing Supervisor	3,406	5,264
	Financial Analyst (Grants)	3,406	5,264
	Fleet Services Parts Supervisor	3,406	5,264
	Fleet Services Supervisor	3,406	5,264
	GIS Analyst	3,406	5,264
	IT Software Specialist	3,406	5,264
	Network Administrator	3,406	5,264
	Operations Supervisor	3,406	5,264
	Special Projects Coordinator	3,406	5,264
<u>N59</u>	Accounting Supervisor	\$ 3,814	\$ 5,896
	Animal Control Manager	3,814	5,896
	Assistant Director of Library Services	3,814	5,896
	Athletics Superintendent	3,814	5,896
	Cemetery Superintendent	3,814	5,896
	Chief Building Inspector	3,814	5,896
	Chief Construction Inspector	3,814	5,896
	City Secretary	3,814	5,896
	Commercial Operations Superintendent	3,814	5,896
	Contract Specialist	3,814	5,896
	Engineer in Training	3,814	5,896
	Evidence Manager (Police)	3,814	5,896
	Facilities Manager	3,814	5,896
	Finance Manager	3,814	5,896
	Fleet Services Shop Foreman	3,814	5,896
	Golf Shop Manager	3,814	5,896
	Human Resources Generalist	3,814	5,896
	Human Resources Manager (Police)	3,814	5,896
	Intelligence Manager (Police)	3,814	5,896
	Operations Manager (KCCC)	3,814	5,896
	Parks/Public Grounds Superintendent	3,814	5,896
	Professional Development Learning Coordinator	3,814	5,896
	Public Information Officer	3,814	5,896
	Records Manager	3,814	5,896
	Recreation Superintendent	3,814	5,896
	Residential Operations Superintendent	3,814	5,896
	Risk Manager	3,814	5,896
	Senior Center Manager	3,814	5,896
Staff Accountant	3,814	5,896	
Street Services Superintendent	3,814	5,896	
Traffic Superintendent	3,814	5,896	
Transfer Station Superintendent	3,814	5,896	
Water and Sewer Superintendent	3,814	5,896	

**CITY OF KILLEEN  
POSITION CLASSIFICATION AND PAY PLAN**

<b>Grade</b>	<b>Classified Positions</b>	<b>Salary Schedule (monthly)</b>	
		<b>Minimum</b>	<b>Maximum</b>
<u>N60</u>	Airport Facilities Manager	\$ 4,272	\$ 6,603
	Airport Operations Manager	4,272	6,603
	Budget Manager	4,272	6,603
	Code Enforcement Manager	4,272	6,603
	Conference Center Manager	4,272	6,603
	Director of Volunteer Services	4,272	6,603
	Engineering Project Manager	4,272	6,603
	Fleet Replacement Coordinator	4,272	6,603
	Golf Course Superintendent	4,272	6,603
	Golf Professional	4,272	6,603
	Mowing and Drainage Manager	4,272	6,603
	Purchasing Manager	4,272	6,603
	Recycling Manager	4,272	6,603
	Senior Human Resources Generalist	4,272	6,603
	Transportation Project Manager	4,272	6,603
Utility Collections Manager	4,272	6,603	
<u>N61</u>	Assistant Director of Human Resources	\$ 4,784	\$ 7,396
	Assistant Director of Parks and Recreation	4,784	7,396
	Director of Street Services	4,784	7,396
	Director of Water & Sewer Services	4,784	7,396
	Emergency Mgmt/Homeland Security Coordinator	4,784	7,396
	Enterprise Operations Manager	4,784	7,396
	GIS Manager	4,784	7,396
	Information Technology Network Manager	4,784	7,396
	Senior Planner	4,784	7,396
<u>N62</u>	Assistant City Attorney	\$ 5,357	\$ 8,283
	Assistant Director of Aviation	5,357	8,283
	Building Official	5,357	8,283
	City Planner	5,357	8,283
	Director of Civic & Conference Center	5,357	8,283
	Director of Fleet Services	5,357	8,283
	Director of Library Services	5,357	8,283
	Director of Parks & Recreation	5,357	8,283
	Director of Solid Waste Services	5,357	8,283
	General Manager (Golf Course)	5,357	8,283
	Project Engineer	5,357	8,283
<u>N63</u>	Assistant Director of Finance	\$ 6,001	\$ 9,845
	City Auditor	6,001	9,845
	City Engineer	6,001	9,845
	Comptroller	6,001	9,845
	Deputy City Attorney	6,001	9,845
	Director of Environmental Services	6,001	9,845
	Director of Transportation	6,001	9,845
	Director of Water & Sewer Utilities	6,001	9,845

**CITY OF KILLEEN  
POSITION CLASSIFICATION AND PAY PLAN**

<b>Grade</b>	<b>Classified Positions</b>	<b>Salary Schedule (monthly)</b>	
		<b>Minimum</b>	<b>Maximum</b>
<u>N64</u>	City Attorney	\$ 6,721	\$ 11,027
	Executive Director of Aviation	6,721	11,027
	Executive Director of Community Development	6,721	11,027
	Executive Director of Community Services	6,721	11,027
	Executive Director of Finance	6,721	11,027
	Executive Director of Human Resources	6,721	11,027
	Executive Director of Information Technology	6,721	11,027
	Executive Director of Planning & Economic Development	6,721	11,027
	Executive Director of Public Information	6,721	11,027
	Executive Director of Public Works	6,721	11,027
	Executive Director of Support Services	6,721	11,027
	Fire Chief	6,721	11,027
	Police Chief	6,721	11,027
<u>N65</u>	Assistant City Manager	\$ 7,528	\$ 12,350
99	City Manager	City Council Determined	City Council Determined
	Associate Municipal Judge	City Council Determined	City Council Determined
	Presiding Municipal Judge	City Council Determined	City Council Determined

**CITY OF KILLEEN  
Police Pay Plan**

		Grade/Step	P00-01
		Year:	<u>Probationary</u>
Police Officer Grade P00	Monthly	\$	3,743
	Annual		44,920

		Grade/Step	P01-1	P01-2	P01-3	P01-4	P01-5	P01-6	P01-7	P01-8	P01-9
		Year:	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>
Police Officer Grade P1	Monthly	\$	4,071	\$ 4,203	\$ 4,334	\$ 4,465	\$ 4,596	\$ 4,729	\$ 4,729	\$ 4,860	\$ 4,860
	Annual		48,851	50,438	52,011	53,584	55,156	56,742	56,742	58,315	58,315

		Grade/Step	P01-10	P01-11	P01-12	P01-13	P01-14	P01-15	P01-16	P01-17	P01-18
		Year:	<u>10</u>	<u>11</u>	<u>12</u>	<u>13</u>	<u>14</u>	<u>15</u>	<u>16</u>	<u>17</u>	<u>18+</u>
	Monthly	\$	4,991	\$ 4,991	\$ 5,122	\$ 5,122	\$ 5,254	\$ 5,254	\$ 5,385	\$ 5,385	\$ 5,516
	Annual		59,888	59,888	61,460	61,460	63,047	63,047	64,620	64,620	66,193

		Step:	1	2	3	4	5	6	7	8	9	10
		Year:	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>	<u>9</u>	<u>10+</u>
Police Sergeant Grade P2	Monthly		\$ 5,821	\$ 5,821	\$ 6,017	\$ 6,017	\$ 6,212	\$ 6,212	\$ 6,212	\$ 6,212	\$ 6,212	\$ 6,406
	Annual		69,853	69,853	72,206	72,206	74,542	74,542	74,542	74,542	74,542	76,878
Police Lieutenant Grade P3	Monthly		\$ 6,764	\$ 6,764	\$ 6,960	\$ 6,960	\$ 7,155	\$ 7,155	\$ 7,155	\$ 7,155	\$ 7,155	\$ 7,350
	Annual		81,167	81,167	83,519	83,519	85,855	85,855	85,855	85,855	85,855	88,206
Police Captain Grade P4	Monthly		\$ 7,675	\$ 7,675	\$ 7,871	\$ 7,871	\$ 8,066	\$ 8,066	\$ 8,066	\$ 8,066	\$ 8,066	\$ 8,260
	Annual		92,099	92,099	94,451	94,451	96,787	96,787	96,787	96,787	96,787	99,123
Assistant Chief of Police Grade P6	Monthly		\$ 8,814	\$ 8,814	\$ 9,008	\$ 9,008	\$ 9,203	\$ 9,203	\$ 9,203	\$ 9,203	\$ 9,203	\$ 9,399
	Annual		105,764	105,764	108,100	108,100	110,439	110,439	110,439	110,439	110,439	112,788

**CITY OF KILLEEN  
Police Pay Plan**

<u>Police Incentive Pay</u>	<u>Monthly</u>	<u>Police Assignment Pay</u>	<u>Monthly</u>
Associate Degree <b>or</b> ,	\$ 100	Bilingual Certification (Level I)	\$ 50
Bachelor Degree <b>or</b> ,	200	Bilingual Certification (Level II)	75
Master's Degree	300	Clothing	50
<b>AND</b>		Field Training Officer	75
Intermediate Certificate <b>or</b> ,	60	Investigator	50
Advanced Certificate <b>or</b> ,	75	HAZMAT Certification	100
Master Peace Officer	100	TRU (Tactical Response Unit)	75
		Permanent Shift Differential	3% of Base Pay

NOTE: Officers may receive an education incentive in conjunction with Police Officer certification pay.

Hiring Incentive Pay

*Individuals with a TCOLE license are offered the incentive in two stages:*

- Stage one: \$2,000 paid on the first regular payday after the licensed officer is hired by the department and begins the FTO (field training) program.
- Stage two: \$1,000 paid when the Police department affirms that the Probationary Police Officer has successfully completed the first year of service with the department; payment of this incentive will be made during the last pay period of the first year of service.

**City of Killeen  
Fire / EMS Pay Plan**

**PROPOSED**

	Grade/Step Year	F00-1 Probationary	F01-1 1	F01-2 2	F01-3 3	F01-4 4	F01-5 5	F01-6 6	F01-7 7	F01-8 8	F01-9 9	F01-10 10
Fire and Rescue Officer	Monthly	\$ 3,499	\$ 3,688	\$ 3,819	\$ 3,950	\$ 4,081	\$ 4,213	\$ 4,344	\$ 4,344	\$ 4,475	\$ 4,475	\$ 4,609
F00 and F01	Annual	41,983	44,252	45,825	47,401	48,974	50,552	52,128	52,128	53,703	53,703	55,313

	Grade/Step Year	F01-11 11	F01-12 12	F01-13 13	F01-14 14	F01-15 15	F01-16 16	F01-17 17	F01-18 18+
	Monthly	\$ 4,609	\$ 4,748	\$ 4,748	\$ 4,890	\$ 4,890	\$ 5,037	\$ 5,037	\$ 5,188
	Annual	55,313	56,972	56,972	58,682	58,682	60,442	60,442	62,254

	Step/Year	1	2	3	4	5	6	7	8	9	10+
Fire Prevention Officer F02	Monthly	\$ 5,334	\$ 5,334	\$ 5,529	\$ 5,529	\$ 5,724	\$ 5,724	\$ 5,724	\$ 5,724	\$ 5,724	\$ 5,919
	Annual	64,004	64,004	66,344	66,344	68,687	68,687	68,687	68,687	68,687	71,028
Fire Captain F03	Monthly	\$ 5,334	\$ 5,334	\$ 5,529	\$ 5,529	\$ 5,724	\$ 5,724	\$ 5,724	\$ 5,724	\$ 5,724	\$ 5,919
	Annual	64,004	64,004	66,344	66,344	68,687	68,687	68,687	68,687	68,687	71,028
Battalion Chief F04	Monthly	\$ 6,114	\$ 6,114	\$ 6,309	\$ 6,309	\$ 6,504	\$ 6,504	\$ 6,504	\$ 6,504	\$ 6,504	\$ 6,700
	Annual	73,369	73,369	75,711	75,711	78,053	78,053	78,053	78,053	78,053	80,394
Fire Marshal F05	Monthly	\$ 7,415	\$ 7,415	\$ 7,675	\$ 7,675	\$ 7,935	\$ 7,935	\$ 7,935	\$ 7,935	\$ 7,935	\$ 8,196
	Annual	88,979	88,979	92,101	92,101	95,225	95,225	95,225	95,225	95,225	98,347
Fire Deputy Chief F06	Monthly	\$ 7,415	\$ 7,415	\$ 7,675	\$ 7,675	\$ 7,935	\$ 7,935	\$ 7,935	\$ 7,935	\$ 7,935	\$ 8,196
	Annual	88,979	88,979	92,101	92,101	95,225	95,225	95,225	95,225	95,225	98,347

**City of Killeen  
Fire / EMS Pay Plan**

<u>Fire/EMS Incentive Pay</u>	<u>Monthly</u>	<u>Fire/EMS Assignment Pay</u>	<u>Monthly</u>
EMT/Beginner <b>or</b> ,	\$ 100	Training Officer	\$ 200
EMT/Intermediate <b>or</b> ,	120	Arson Investigator	100
EMT/Paramedic	300	Emergency Management Coordinator	200
<b>AND</b>		Emergency Medical Services (EMS) Coordinator	200
Firefighter/Intermediate <b>or</b> ,	60	Bilingual Certification(Level I) <b>or</b> ,	50
Firefighter/Advanced <b>or</b> ,	120	Bilingual Certification(Level II)	75
Firefighter Master	175	(can only receive Level I or II for each language certified/authorized.)	
<b>AND</b>		SWAT	75
Apparatus Technician <b>and</b> ,	50	EMS Driver	\$25.00/day
HAZMAT	100	Paramedic Attendant	\$50.00/day
ARFF	100		

Hiring Incentive:

***Individuals with a only a TCFP structural fire certification are offered the incentive in two stages:***

Stage one: \$500 paid on the first regular payday after TCFP certified Firefighter is hired by the department and begins the duties of a Probationary Fire Rescue Officer.

Stage two: \$500 paid when the Fire department affirms that the Probationary Fire Rescue Officer has successfully completed the first year of service with the department; payment of this incentive will be made during the last pay period of the first year of service.

**OR**

***Individuals with only a TDSHS paramedic license or certification are offered the incentive in two stages:***

Stage one: \$1,000 paid on the first regular payday after TDSHS certified or licensed Paramedic duties of a Probationary Fire and Rescue Officer with the Killeen Fire Department.

Stage two: \$1,000 paid when the Fire Department affirms that the Probationary Fire Rescue Officer has successfully completed the first year service with the department; payment of this incentive will be made prior to the last pay period of the first year of service.

***An alternative incentive pay is offered for individuals with a TCFP structural fire certification which includes a TDSHS emergency medical technician certification (EMT)-basic or intermediate, in two stages:***

Stage one: \$1000 paid on the first regular pay day after the certified Firefighter/Emergency Medical Technician is hired by the department and begins the firefighter/EMT duties of a Probationary Fire & Rescue Officer with the Killeen Fire Department.

Stage two: \$1,000 paid when the Fire Department affirms that the Probationary Fire Rescue Officer has successfully completed the first year service with the department; payment of this incentive will be made prior to the last pay period of the first year of service.

***An alternative incentive pay is offered for individuals with a TCFP structural fire certification and a TDSHS paramedic license/certification in two stages:***

Stage one: \$2000 paid on the first regular payday after the TCFP certified Firefighter is hired by the department and begins the duties of a Probationary Fire Rescue Officer.

Stage two: \$1,000 paid when the Fire department affirms that the Probationary Fire Rescue Officer has successfully completed the first year of service with the department; payment of this incentive will be made during the last pay period of the first year of service.

**CITY OF KILLEEN  
Incentive Pay schedule  
(Non Civil Service)\*\***

Effective October 1, 2015

<b>Incentive Title</b>	<b>Per Month</b>
Animal Control Administrative	\$40
Animal Control Advanced	\$30
Animal Control Basic	\$20
Applicator License	\$30
Automotive Service Excellence (ASE) Technician - Master	\$60
Backflow Tester-Certified	\$25
Bilingual Certification (Level I)	\$50
Bilingual Certification (Level II)	\$75
Building Code Official	\$25
Building Inspector	\$20
Building Inspector - Commercial	\$10
Building Inspector - Residential	\$10
Building Official- Certified	\$50
Building Plans Examiner	\$20
Construction Inspector-Certified	\$25
Chemical Insecticide	\$15
City Marshal - Associates Degree	\$100
City Marshal - Bachelor's Degree	\$200
City Marshal - Master's Degree	\$300
Code Enforcement Officer State Certified or Code Enforcement Officer I	\$50
Code Enforcement Officer Intermediate or Code Enforcement Officer II	\$50
Code Enforcement Officer - Professional	\$50
Code Professional-Master	\$25
Commercial Driver's License (CDL) Class A License	\$90
Commercial Driver's License (CDL) Class B License - I (Authorized to drive 2 types of collection vehicles)	\$45
Commercial Driver's License (CDL) Class B License - II (Authorized to drive 3 or more types of collection vehicles)	\$95
Commercial Energy Inspector	\$10
Commercial Energy Plans Examiner	\$20
Court Clerk Management Certified	\$50
De-Icer	\$50
Dumpster Operator (Night Shift)	\$100
Electrical Code Official	\$25
Electrical Inspector	\$20
Electrical Inspector - Commercial	\$10
Electrical Inspector - Residential	\$10
Electrical Plans Examiner	\$20
Electrician Journeyman	\$60
Electrician-Master	\$120
Energy Manager	\$300
Erosion Inspector	\$25
Erosion, Sediment, and Storm Water Inspector-Certified or Sediment and Erosion Control Inspector-Certified	\$50

**CITY OF KILLEEN  
Incentive Pay schedule  
(Non Civil Service)\*\***

Effective October 1, 2015

<b>Incentive Title</b>	<b>Per Month</b>
Floodplain Manager-Certified	\$25
General Pesticide	\$15
Herbicide License	\$15
Historical Preservation Officer	\$250
Housing Code Official	\$25
Insecticide General/Basic	\$15
Irrigation License	\$25
Lead Risk Assessor Certification	\$50
Longevity - Less that 20 years of service	4 (per year service)
Longevity - 20+ years of service	6 (per year service)
Mechanical Code Official	\$25
Mechanical Inspector	\$20
Mechanical Inspector - Commercial	\$10
Mechanical Inspector - Residential	\$10
Mechanical Plans Examiner	\$20
Municipal Court Clerk Level I Certification	\$25
Municipal Court Clerk Level II Certification	\$35
Municipal Court Clerk Level III Certification	\$45
National Air Transportation Association (NATA) Line Certification	\$75
Night Differential (Public Service Officer)	3% of base pay
On Call - Scheduled/Non-Exempt Only	\$10/per day \$20/per holiday
Peace Officer Advanced Certificate (City Marshal)	\$75
Peace Officer Intermediate Certificate (City Marshal)	\$60
Peace Officer Master Certificate (City Marshal)	\$100
Permit Technician (for permit clerks)	\$15
Pest Control /Weed Control	\$15
Pest Control General/Basic	\$15
Pest Control/Lawn & Ornamental	\$15
Plumber-Journeyman	\$60
Plumber-Master	\$120
Plumbing Code Official	\$25
Plumbing Inspector	\$20
Plumbing Inspector - Commercial	\$10
Plumbing Inspector - Residential	\$10
Plumbing Plans Examiner	\$20
Pool Operator-Certified	\$15
Professional in Erosion and Sediment Control-Certified	\$50
Professional in Storm Water Quality-Certified	\$50
Property Maintenance & Housing Inspector	\$10
Refrigeration and Recovery Recycling License	\$10
Residential Energy Plans Examiner / Inspector	\$15
Sanitary Sewers Type I License	\$25
Sanitary Sewers Type II License	\$35
Signs and Markings Level I	\$50
Signs and Markings Level II	\$70

**CITY OF KILLEEN  
Incentive Pay schedule  
(Non Civil Service)\*\***

Effective October 1, 2015

<b>Incentive Title</b>	<b>Per Month</b>
Signs and Markings Level III	\$90
Solid Waste Class A	\$60
Solid Waste Class B	\$45
Solid Waste Class C	\$32
Solid Waste Class D	\$25
State Code Enforcement Officer-Certified	\$50
State Licensed Plumbing Inspector-Certified	\$50
Storm water Inspector-Certified	\$25
Texas Master Naturalist-Certified	\$25
Texas Motor Vehicle Inspection License	\$15
Traffic Signal Certification Level I	\$50
Traffic Signal Certification Level II	\$70
Traffic Signal Certification Level III	\$90
Utility Class D Water License	\$40
Vacation Buyback - Employees with 10 + years of service	The lesser of \$600 or the equivalent of 40 hours (gross)
Wastewater Collection Grade A <b>or</b> Wastewater Treatment Operator A	\$160
Wastewater Collection Grade B <b>or</b> Wastewater Treatment Operator B	\$120
Wastewater Collections Class I <b>or</b> Wastewater Treatment Operator D	\$40
Wastewater Collections Class II <b>or</b> Wastewater Treatment Operator C	\$80
Wastewater Collections Class III <b>or</b> Wastewater Treatment Operator B	\$120
Water Distribution Grade A <b>or</b> Water Treatment Operator A	\$160
Water Distribution Grade B <b>or</b> Water Treatment Operator B	\$120
Water Distribution Grade C <b>or</b> Water Treatment Operator C	\$80
Water Distribution Grade D <b>or</b> Water Treatment Operator D	\$40
Water Production C License	\$80
Water Production D License	\$40
Zoning Inspector	\$10

*\*\*All incentive pays are authorized for payment only if required for the position as per the job description on file in the Human Resources Department.*



*Dedicated Service – Every Day, for Everyone!*

## **APPENDIX C**

# **CITY OF KILLEEN WATER, SEWER, DRAINAGE AND SOLID WASTE RATES**

## WATER AND WASTEWATER RATES

### WATER RATES

The following water charges shall apply to all residential users for the consumption of water inside the city limits:

Meter Size	5/8&3/4"	1"	1 1/2"	2"	3"	4"	6"	8"	10"
<b>0 to 2,000 gallons</b>	\$12.70	\$14.06	\$17.47	\$21.55	\$31.09	\$43.74	\$79.83	\$119.68	\$167.40
Applicable to all meter sizes									
2,001 to 25,000 gallons, per 1,000 gallons							\$3.17		
Over 25,000 gallons, per 1,000 gallons							\$3.78		

The following water charges shall apply to all commercial users for the consumption of water inside the city limits:

Meter Size	5/8&3/4"	1"	1 1/2"	2"	3"	4"	6"	8"	10"
<b>0 to 2,000 gallons</b>	\$13.15	\$14.60	\$18.13	\$22.38	\$32.30	\$46.49	\$82.98	\$124.56	\$174.06
Applicable to all meter sizes									
All over 2,000 gallons, per 1,000 gallons							\$3.28		

The following water charges shall apply to all apartment, small apartment, and mobile home park users for the consumption of water inside the city limits:

Meter Size	5/8&3/4"	1"	1 1/2"	2"	3"	4"	6"	8"	10"
<b>0 to 2,000 gallons</b>	\$12.70	\$14.06	\$17.47	\$21.55	\$31.09	\$44.74	\$79.83	\$119.68	\$167.40
Applicable to all meter sizes									
All over 2,000 gallons, per 1,000 gallons							\$3.17		

The water rates for all residential users outside the city limits shall be double the water rates for residential users inside the city limits:

Meter Size	5/8&3/4"	1"	1 1/2"	2"	3"	4"	6"	8"	10"
<b>0 to 2,000 gallons</b>	\$25.40	\$28.12	\$34.94	\$43.12	\$62.18	\$89.48	\$159.66	\$239.36	\$334.80
Applicable to all meter sizes									
2,001 to 25,000 gallons, per 1,000 gallons							\$6.34		
Over 25,000 gallons, per 1,000 gallons							\$7.56		

The water rates for all commercial users outside the city limits shall be double the water rates for commercial users inside the city limits:

Meter Size	5/8&3/4"	1"	1 1/2"	2"	3"	4"	6"	8"	10"
<b>0 to 2,000 gallons</b>	\$26.30	\$29.20	\$36.26	\$44.76	\$64.60	\$92.98	\$165.96	\$249.12	\$348.12
Applicable to all meter sizes									
All over 2,000 gallons, per 1,000 gallons							\$6.56		

The water rates for all apartment, small apartment, and mobile home parks users outside the city limits shall be double the water rates for apartment, small apartment, and mobile home park users inside the city limits:

Meter Size	5/8&3/4"	1"	1 1/2"	2"	3"	4"	6"	8"	10"
<b>0 to 2,000 gallons</b>	\$25.40	\$28.12	\$34.94	\$43.12	\$62.18	\$89.48	\$159.66	\$239.36	\$334.80
Applicable to all meter sizes									
All over 2,000 gallons, per 1,000 gallons							\$6.34		

## WATER AND WASTEWATER RATES

The water rates for city-owned fireplugs are as follows:

0 to 2,000 gallons	\$30.03
All over 2,000 gallons, per 1,000 gallons	3.28

### WASTEWATER RATES

Single family residential	\$18.76 minimum charge for the first 3,000 gallons, plus \$3.80 per 1,000 gallons thereafter, not to exceed 10,000 gallons
Commercial customers	\$19.15 minimum charge for the first 3,000 gallons, plus \$3.80 per 1,000 gallons in excess of minimum
Motels, two-family & multifamily residential	\$19.15 minimum charge for the first 3,000 gallons, plus \$3.80 per 1,000 gallons thereafter.
Mobile home parks	\$19.15 per unit, minimum charge for the first 3,000 gallons per unit, plus \$3.80 per 1,000 gallons thereafter minimum, not to exceed 10,000 gallons per unit.

### WATER AND SEWER TAPS

Water Base Tap	3/4" Tap	\$ 350.00
	1" Tap	477.00
	1 1/2" Tap	862.00
	2" Tap	1,375.00
Sewer Base Tap		350.00

### WATER DEPOSITS

Residential Meters	3/4" meters	\$ 60.00
	1" meters	60.00
	1 1/2" meters	150.00
	2" meters	200.00
Commercial Meters	3/4" meters	75.00
	1" meters	150.00
	1 1/2" meters	200.00
	2" meters	300.00
	3" meters	400.00
	4" meters	500.00
	6" meters	700.00
	8" meters	900.00

## DRAINAGE UTILITY RATES

---

### DRAINAGE UTILITY RATES

Residential Property:

Single family	\$ 6.00 per month
Duplex	9.89 per month
Multi-family (three or more units) per unit	4.88 per month
- maximum	300.00 per month

Non-Residential Property:

Based on Lot or Parcel Size:

Less than 10,001 square feet	\$ 8.30 per month
10,001 to 50,000 square feet	17.51 per month
50,001 to 100,000 square feet	26.28 per month
100,001 to 200,000 square feet	52.56 per month
200,001 to 350,000 square feet	96.36 per month
350,001 to 700,000 square feet	140.16 per month
700,001 to 1,000,000 square feet	192.72 per month
More than 1,000,000 square feet	306.59 per month

## SOLID WASTE AND RECYCLING RATES

### SOLID WASTE

**Residential rates:**

96-gallon container	\$ 19.78 per month
64-gallon container	17.63 per month
32-gallon container	16.25 per month

**Container Exchange Fee:**

\$10.50 to change to a larger container or to add an additional container

**Brush Collection:**

\$7.50 per cubic yard in excess of 6 cubic yards on scheduled collection day

**Special Collection Service Fee:**

\$21.00 minimum for a volume up to three (3) cubic yards

\$7.50 per cubic yard in excess of three (3) cubic yards

**Replacement of Container (lost, stolen, or damaged through customer abuse or neglect):**

\$20.00 service fee, plus the cost of replacement part(s) or cost to purchase the replacement container

**Missed Service Fee:**

\$7.50 for return trip

**Container Reload for Excess garbage placed in plastic bags:**

\$6.50 per reload; maximum of two (2) reloads for a maximum fee of \$13.00

Fee charged for an overloaded container: \$6.50

**Residential Premium Service:**

\$ 23.00 for Emptying container only

\$ 23.00 service fee and \$ 7.50 per cubic yard for other special waste properly prepared for collection

Fee to remove roll-out container from curb by city employee: \$6.50

**Commercial rates:**

96-gallon container	\$ 21.30 per month
300-gallon container	57.10 per month

**Monthly Charges – City Owned Dumpsters**

Scheduled Number of Pickups Per Week

<b>Dumpster Size</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
2 cu. yd.	\$ 78.72	\$ 120.06	\$ 167.91	\$ 215.76	\$ 264.93	\$ 311.46	\$ 359.31
3 cu. yd.	96.07	149.04	209.89	270.77	331.65	392.50	453.40
4 cu. yd.	112.37	177.00	250.89	324.77	398.70	472.61	546.50
6 cu. yd.	147.77	234.92	334.87	434.81	534.76	634.70	734.65
8 cu. yd.	181.85	292.69	418.81	544.82	670.81	796.83	922.82

**Charges for Extra Pickups**

<b>Size of Container</b>	<b>For Call-In Service</b>	<b>For Customer Reload on Site</b>
2 cu. yd.	\$ 27.65 each	\$ 12.27 each
3 cu. yd.	31.00 each	15.64 each
4 cu. yd.	34.35 each	18.97 each
6 cu. yd.	41.04 each	25.68 each
8 cu. yd.	47.73 each	32.36 each

## SOLID WASTE AND RECYCLING RATES

### Monthly Charges – Privately Owned Compactors Scheduled Number of Picking Per Week

Compactor Size	1	2	3	4	5	6	7
4 cu. yd.	\$ 149.03	\$ 292.59	\$ 436.15	\$ 579.67	\$ 723.26	\$ 866.82	\$1,010.38
6 cu. yd.	199.95	395.15	588.21	782.35	976.47	1,070.60	1,364.72
8 cu. yd.	250.92	495.54	739.95	985.19	1,229.94	1,474.70	1,719.45

### Rates for Roll-Off Container Service

Size of Container	Rental Fee <sup>a</sup>	Service + Tax
20 yard open top	\$ 135.55	\$ 136.70 + weight <sup>b</sup>
30 yard open top	157.75	136.70 + weight <sup>b</sup>
40 yard open top	180.90	136.70 + weight <sup>b</sup>
20 yard compactor	Must own	136.70 + weight <sup>b</sup>
30 yard compactor	Must own	136.70 + weight <sup>b</sup>
42 yard compactor	Must own	136.70 + weight <sup>b</sup>

<sup>a</sup> minimum fee: one month rental for first month; prorated for subsequent months

<sup>b</sup> weight fee is \$ 63.28 per ton

### Prepaid Deposit for Roll-Off Container Service Number of Services Per Month

Size of Roll-off	1	2	3	4	5	6	7	8
20yd open top	\$ 430.12	\$ 749.64	\$1,069.16	\$1,388.68	\$1,708.20	\$2,027.72	\$2,347.24	\$2,666.76
30yd open top	522.29	904.49	1,287.91	1,671.33	2,054.75	2,438.18	2,776.13	3,158.32
40yd open top	602.17	1,050.73	1,499.28	1,944.15	2,309.25	2,836.36	3,284.90	3,733.46

Installation of locking bar device on containers: \$33.83 installation fee plus \$3.38 monthly rental

Dumpster cleaning \$ 70.00 per wash

Dumpster cleaning and painting \$248.00

Mechanical assistance to customer to unload unauthorized items in container \$54.44

Manual Collection for a Commercial Establishment \$149.16 per hour based on the total amount of time including, but not limited to, travel, loading, and disposal.

Special Mechanical "Flatbed" Collection for a Commercial Establishment \$21.00 minimum for a volume up to three cubic yards  
\$7.50 per cubic yard in excess of three cubic yards

Waiting Time (blocked dumpster asked to wait) \$ 138.28/hr.  
\$ 2.32/min

After hours special pickup of dumpsters (under two hours) \$ 54.44

Deposit at Utility Collections for recurring use of transfer station in order to be able to charge disposal costs \$134.75

Installation of dumpster \$ 54.44

Relocation of dumpster \$ 54.44

## SOLID WASTE AND RECYCLING RATES

### RECYCLING RATES

Subscription to residential curbside recycling service	\$2.60 per month
Additional 22-gallon recycling bin	City's current cost to purchase container – one time cost only
Lid cover for the 22-gallon recycling bin	City's current cost to purchase lid – one time cost only
Public scale fee – weight ticket	\$ 9.50 per weigh
Public scale fee – copy of ticket	\$ 6.50
Roll-off rental for special purposes or events	\$ 68.25 per service
CFC evacuation and disposal of appliance – Received at Recycling Center	\$ 21.00 per appliance
CFC evacuation and disposal of appliance – Pickup at curbside	\$ 42.00 per appliance

### TRANSFER STATION RATES

<b>Weight</b>	<b>Disposal Fee</b>	<b>Fee</b>
0-100 pounds		\$ 3.08 (minimum fee) .0293 cents per pound
2,000 pounds (one ton)		63.28 per ton
Surcharge for unsecured load		26.25
Tire Disposal Fees:		
Passenger/light truck tires up to a 12" rim size		2.65/each
Passenger/light truck tires greater than a 12" rim size up to a 22" rim size		3.15/each
Commercial tires, but not larger than a 2" bead		6.50/each

## MISCELLANEOUS UTILITY CHARGES

### MISCELLANEOUS UTILITY CHARGES

Cutting off for repairs & turning back on 8:00 a.m. to 5:00 p.m. Monday - Friday	\$ 25.00
Transferring services	25.00
Collection fee for delinquent accounts where service call is already being made	5.00
Penalty- Assessed if payment is not received by the due date - the 15th day from the billing date or mailing date	10.00
Delinquent account late charge/reconnection fee	25.00
Administrative handling of returned checks	30.00
Returned check late charge - Assessed if returned check not redeemed by disconnect date - the 7th day from mailing date	25.00
After hours service	40.00
When water service is turned on by anyone other than an authorized water department personnel	75.00
If, after a water meter has been pulled, an attempt to obtain water from the city in any manner other than through a meter has been made	100.00
Delinquent garbage only late charge	10.00
New account fee	15.00
Meter check	15.00
Meter check (pull and test)	50.00
Annual itemized bill, per account	3.00
Alphabetical listing of accounts	35.00
Broken lock fee - Assessed if a customer breaks or damages the meter lock installed by city personnel	100.00

**APPENDIX D**

**GLOSSARY & ACRONYMS**

## GLOSSARY

**Accrual Accounting:** A basis of accounting in which debits and credits are recorded at the time they are incurred as opposed to when cash is actually received or spent. For example, in accrual accounting, revenue which was earned between April 1 and July 31, but for which payment was not received until August 10, is recorded as being received on July 31 rather than on August 10.

**Ad Valorem Taxes:** Commonly referred to as property taxes are the charges levied on all real and certain personal property according to the property's assessed valuation and the tax rate, in compliance with the State Property Tax Code.

**Appropriation:** An authorization made by the City Council which permits the City to incur obligations and to make expenditures of resources.

**Appropriation Ordinance:** The official enactment by the City Council to establish legal authority for City official to obligate and expend resources.

**Assessed Valuation:** A value that is established for real or personal property, for use as a basis for levying property taxes. (Note: Property values are established by the Bell County Appraisal District.)

**Attrition:** Savings which occur when personnel vacancies are not immediately filled on positions which are fully funded for the year.

**Authorized Positions:** Personnel slots which are budgeted in the adopted budget to be filled during the year, sometimes referred to as FTE's (Full-Time Equivalents).

**Balance Sheet:** A financial statement that discloses the asset liabilities, reserves and balances of a specific governmental fund as of a specific date.

**Balanced Budget:** Total estimated expenditures shall not exceed the total estimated resources of each fund.

**Base Budget:** Cost of continuing the existing levels of service in the current budget year.

**Beginning Fund Balance:** Cash available in a fund from the prior year after payment of the prior year's expenses and deductions for prior year's encumbrances.

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

**Bond Fund:** A fund used to account for the proceeds of general obligation bond issues.

**Bond Refinancing/Refunding:** The payoff and re-issuance of bonds, to obtain better interest rates and/or bond conditions.

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

**Capital Expenditures:** Expenditures for fixed assets such as equipment, remodeling, minor building improvements and vehicles that are funded from operating budgets. These items generally have a life expectancy of five years or less.

**Capital Improvement Project:** The specific projects that make up the Capital Improvements Program. The projects involve construction, purchase, or renovation of City facilities or property

## GLOSSARY

**Capital Improvements Program (CIP):** A management tool used to assist in the scheduling, planning, and execution of a series of capital improvements over a period of time. The CIP is updated annually. It sets forth the estimated expenditures by year and specifies the resources estimated to be available to finance the project expenditures. Capital improvements refer to additional investment in basic facilities owned by the City with life expectancy greater than five years.

**Capital Outlay:** Expenditures for fixed assets, such as equipment, remodeling, minor improvements and vehicles that are funded from the operation budget. Since long-term financing is not necessary and expenditures of this type are of such recurring character, these items are not part of the Capital Improvements Program.

**Cost Center:** An administrative branch of a department.

**Debt Service Fund:** The Debt Service Fund, also known as Interest and Sinking Fund, was established to account for funds needed to make principal and interest payments on outstanding bonds when due. The fund also reflects paying agent fees and a reserve of not less than 30 days principal and interest obligations for the next fiscal year.

**Department:** The basic organizational unit of government which is functionally unique in its delivery of services.

**Depreciation:** The process of estimating and recording the lost usefulness, expired useful life or diminution of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation or the cost to reserve in order to replace the item at the end of its useful life.

**Division:** A major administrative division of the City which indicates overall management responsibility for an operation or a group of related operations within a functional area.

**Efficiency Measure:** Performance measure that tracks a ratio of inputs to outputs. The number of units of service delivered (output) per Full Time Equivalent (FTE) or total cost per unit (input).

**Effectiveness Measure:** Performance measures that tracks the degree to which city services achieve an impact on a problem or need in the city, satisfy service expectations or citizens, or improve the quality of life in the community.

**Effective Tax Rate:** Enables the public to evaluate the relationship between taxes for the preceding year and for the current year, based on a tax rate that would produce the same amount of taxes if applied to the same properties taxed in both years.

**Encumbrance:** The commitment of appropriated funds related to unfilled contracts for goods and services including purchase orders. The purpose of encumbrance accounting is to prevent further expenditure of funds in light of obligations and commitments already made.

**Enterprise Fund:** A governmental accounting fund in which the services provided are financed and operated in the same manner as those of a private business. The rate schedules for these services are established to insure that revenues are adequate to meet all necessary expenditures. Enterprise funds are established for services such as water, wastewater, airport, drainage utilities and solid waste.

**Estimated Revenue:** The amount of projected revenue to be collected during the fiscal year.

**Expenditure:** The outflow of funds paid or to be paid for an asset obtained or goods or services obtained regardless of when the expense is actually paid. This Term applies to all funds. (Note: An encumbrance is not an expenditure. An encumbrance reserves funds to be expended.)

**Expense:** Charges incurred (whether paid immediately or unpaid for operation, maintenance, interest and other charges).

**Fiscal Year:** The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Killeen has specified October 1 - September 30 as its fiscal year.

## GLOSSARY

**Fixed Assets:** Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

**Full Faith and Credit:** A pledge of the City's taxing power to repay debt obligations (typically used in reference to General Obligation Bonds or tax supported debt).

**Full-Time Equivalent (FTE):** A measure of authorized personnel calculated by equating 2,080 hours of work per year with the full-time equivalent of 1 position.

**Function:** A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible.

**Fund:** An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or government functions. Commonly used funds in public accounting are: General fund, capital projects funds, special revenue funds, debt service funds, and enterprise funds.

**Fund Balance:** The difference between fund assets and fund liabilities of governmental funds.

**GAAP:** Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules and procedures that define accepted accounting principles.

**General Fund:** The largest fund within the City, the General Fund accounts for most of the financial resources of the government. General Fund revenues include property taxes, licenses and permits, local taxes, service charges, and other types of revenue. This fund includes most of the basic operating services, such as fire and police protection, finance, sanitation, parks and recreation, libraries, general administration.

**General Obligation Bonds:** Bonds whose principal and interest is backed by the full faith, credit and taxing powers of the government.

**Goal:** A goal is a long-term, attainable target for an organization.

**Infrastructure:** Structures and equipment such as highways, bridges, buildings and public utilities such as water and sewer systems.

**Input Measures:** Performance measure that tracks resources like Full Time Equivalent (FTEs) and Funding.

**Interfund Transfers:** The movement of monies between funds of the same governmental entity.

**Intergovernmental Revenue:** Revenue received from other governments in the form of grants, shared revenues or payments in lieu of taxes.

**Modified Accrual Basis:** The basis of accounting under which expenditures (other than accrued interest on general long-term debt and certain compensated absences) are recorded at the time liabilities are incurred and under which revenues are recorded when measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period.

**Operating Budget:** A plan of financial operation embodying an estimate of proposed expenditures for a given period (typically a fiscal year) and the proposed means of financing them (revenue estimates). The term usually indicates a financial plan for a single fiscal year.

**Output Measure:** Performance measure that tracks the quantity of service(s) delivered, work performed, or the number of clients served

## GLOSSARY

**Performance Measure:** An identifiable unit of measuring the effectiveness and efficiency of providing services. Data collected to determine how effectively or efficiently a program is achieving its objectives.

**Revenue Appropriation:** A designated portion of a fund to be allocated and appropriated to the reserve of the fund in order to meet potential liabilities during the fiscal year.

**Revenue Bonds:** Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund.

**Risk Management:** An organized attempt to protect a government's assets against accidental loss in the most economical method.

**Source of Revenue:** Revenues are classified according to their source or point of origin.

**Special Revenue Funds:** Special revenue funds are used to account for resources allocated to specific purposes. A special revenue fund continues in existence as long as governmental resources are allocated to its specific purposes.

**Strategy:** A strategy is a specific, measurable and observable result of an organization's activity which advances the organization toward its goal.

**Target:** A performance measure target is the desired level of a service or activity.

**Tax Levy:** The total amount to be raised by general property taxes for operating and debt service purposes specified in the annual Tax Ordinance.

**Tax Rate:** The amount of tax levied for each \$100 of assessed valuation.

**Trust Fund:** The Trust Fund was established to account for all assets received by the City that are in the nature of a trust and not accounted for in other funds. The Trust Fund is accounted for as an expendable trust fund.

## ACRONYMS

<b>ADA:</b> American with Disabilities Act	<b>COOP:</b> Continuity of Operations
<b>AED:</b> Automated External Defibrillator	<b>CPR:</b> Cardiopulmonary resuscitation
<b>AG:</b> Attorney General	<b>CSCD:</b> Community Supervision and Corrections Department
<b>ALS:</b> Advanced Life Support	<b>CSS:</b> Community Service Specialist
<b>AMCC:</b> Association of Mayors, Council members & Commissioners	<b>CTC:</b> Central Texas College
<b>AP:</b> Accounts Payable	<b>CTCOG:</b> Central Texas Council of Governments
<b>APA:</b> American Planning Association	<b>CTHRMA:</b> Central Texas Human Resource Management Association
<b>APWA:</b> American Public Works Association	<b>CTLS:</b> Central Texas Library System
<b>ASU:</b> Animal Service Unit	<b>CVB:</b> Convention & Visitors Bureau
<b>AWWA:</b> American Water Works Association	<b>CY:</b> Cubic yard
<b>BCCC:</b> Bell County Communication Center	<b>EMPG:</b> Emergency Management Performance Grant
<b>BCWCID:</b> Bell County Water Control and Improvement District	<b>EMS:</b> Emergency Medical Services
<b>BGC:</b> Bob Gilmore Center	<b>EOC:</b> Emergency Operations Center
<b>BLS:</b> Basic Life Support	<b>EPCR:</b> Electronic Patient Care Reporting
<b>BOAT:</b> Building Official Association of Texas	<b>ERCOT:</b> Electric Reliability Council of Texas
<b>BPAT:</b> Backflow Prevention Assembly Testing	<b>FAA:</b> Federal Aviation Administration
<b>BRA:</b> Brazos River Authority	<b>FEMA:</b> Federal Emergency Management Association
<b>CAFR:</b> Comprehensive Annual Financial Report (audit)	<b>FIC:</b> Family Investment Center
<b>CAPS:</b> Community Awareness Policing Services (grant)	<b>FICA:</b> Federal Insurance Contribution Act (commonly referred to as Social Security)
<b>CDBG:</b> Community Development Block Grant	<b>FLSA:</b> Fair Labor Standards Act
<b>CERT:</b> Community Emergency Response Teams	<b>FLUM:</b> Future Land Use Map
<b>CID:</b> Criminal Investigation Division	<b>FOG:</b> Fats, Oils, and Grease
<b>CIP:</b> Capital Improvement Plan	<b>FRP:</b> Fleet Replacement Program
<b>CISCO:</b> Computer Information System for Center Operations	<b>FSA:</b> Flexible Spending Account
<b>COBRA:</b> Consolidated Omnibus Budget Reconciliation Act	<b>FY:</b> Fiscal Year

## ACRONYMS

**GAAFR:** Governmental Accounting, Auditing, and Financial Reporting

**GAAP:** Generally Accepted Accounting Principles

**GASB:** Governmental Accounting Standards Board

**GF:** General Fund

**GFOA:** Government Finance Officers Association

**GFOAT:** Government Finance Officers Association of Texas

**GIS:** Geographic Information System

**GPS:** Global Positioning System

**HCFA:** Health Care Financing Administration

**HIPAA:** Health Insurance Portability and Accountability Act

**HMAC:** Hot Mixed Asphalted Concrete

**HOME:** HOME Investment Partnership Program

**HR:** Human Resources

**HVAC:** Heating, Ventilation, and Air Conditioning

**ICMA:** International City/County Management Association

**IEDC:** International Economic Development Council

**IPMA:** International Public Management Association

**ISO:** International Organization for Standardization

**IT:** Information Technology

**IVR:** Interactive Voice Response

**JAG:** Judge Advocate General

**JLUS:** Joint Land Used Study

**KCCC:** Killeen Civic & Conference Center

**KEDC:** Killeen Economic Development Corporation

**KEEPR:** Killeen Employee Policies and Rules

**KFD:** Killeen Fire Department

**KFHRA:** Killeen-Fort Hood Regional Airport

**KISD:** Killeen Independent School District

**KMUG:** Killeen Mac Users Guide

**KPR:** Killeen Parks and Recreation

**KTMPO:** Killen-Temple Metropolitan Planning Organization

**LCPSC:** Lions Club Park Senior Center

**LEED:** Leadership in Energy & Environmental Design

**LETS:** Law Enforcement Teaching Students

**LF:** Linear foot

**LMA:** Low/Mod Area

**MMU:** Mobile Medical Unit

**MRF:** Material Recovery Facility

**NAFA:** National Association of Fleet Administrators

**NAIOP:** National Association of Industrial & Office Properties

**NEMA:** National Emergency Management Association

**NFPA:** National Fire Protection Association

**NLC:** National League of Cities

**NTCAR:** North Texas Commercial Association of Realtors

**O&M:** Operations and maintenance

**OEA:** Office of Economic Adjustment

**OEM:** Office of Emergency Management

**P&Z:** Planning and Zoning

**P/R:** Payroll

**PC:** Personal Computer

## ACRONYMS

<b>PSO:</b> Public Service Officer	<b>TCLEOSE:</b> Texas Commission on Law Enforcement Officer Standards & Education
<b>PTF:</b> Pass-Through Funding	<b>TCMA:</b> Texas City Managers Association
<b>PUD:</b> Planned Unit Development	<b>TDPS:</b> Texas Department of Public Safety
<b>PW:</b> Public Works	<b>TEDC:</b> Texas Economic Development Council
<b>R&amp;M:</b> Repair and maintenance	<b>TIAER:</b> Texas Institute for Applied Environmental Research
<b>ROW:</b> Right of way	<b>TIDC:</b> Texas Industrial Development Council
<b>RV:</b> Recreational Vehicle	<b>TIRZ:</b> Tax Increment Reinvestment Zone
<b>SAFER:</b> Staffing for Adequate Fire & Emergency Response	<b>TLETS:</b> Texas Law Enforcement Telecommunications System
<b>SBCCI:</b> Southern Building Code Congress International	<b>TMCA:</b> Texas Municipal Clerks Association
<b>SCADA:</b> Supervisory Control and Data acquisition	<b>TMHRA:</b> Texas Municipal Human Resource Association
<b>SCBA:</b> Self-Contained Breathing Apparatus	<b>TML:</b> Texas Municipal Leagues
<b>SHRM:</b> Society for Human Resource Management	<b>TMPA:</b> Texas Municipal Personnel Association
<b>SIDC:</b> Southern Industrial Development Council	<b>TMRS:</b> Texas Municipal Retirement System
<b>SRT:</b> Special Response Team	<b>TPDES:</b> Texas Pollutant Discharge Elimination System
<b>STEP:</b> Septic Tank Elimination Program	<b>TPWA:</b> Texas Public Works Association
<b>SWMP:</b> Storm Water Management Program	<b>TSA:</b> Transportation Security Administration
<b>TAAF:</b> Texas Amateur Athletic Federation	<b>TWUA:</b> Texas Water Utilities Association.
<b>TABA:</b> Temple Area Builders Association	<b>TXDOT:</b> Texas Department of Transportation
<b>TAPPS:</b> Texas Association of Parochial and Private Schools	<b>TXU:</b> Texas Utilities
<b>TBRA:</b> Tenant-Based Rental Assistance	<b>VOIP:</b> Voice over Internet Protocol
<b>TBRSS:</b> Temple-Belton Regional Sewerage System	<b>W&amp;S:</b> Water and Sewer
<b>TCCA:</b> Texas Court Clerks Association	<b>WCID:</b> Water Control Improvement District
<b>TCEQ:</b> Texas Commission on Environmental Quality	<b>WOW:</b> Work on Wellness
<b>TCFP:</b> Texas Commission on Fire Protection	<b>YAC:</b> Youth Advisory Committee
<b>TCLEDDS:</b> Texas Commission on Law Enforcement Data Distributions System	

# Finance Department Budget Staff

---

Jonathan Locke, CPA  
Executive Director of Finance

Karen Evans, CPA  
Assistant of Finance Director

Tanya Strickland  
Accountant

Althea Davis  
Staff Accountant

Judith Tangalin  
Staff Accountant

Cecelia Dunbar  
Executive Assistant



# *Fiscal Year 2016*

*Annual Budget & Plan of Municipal Services  
As Adopted by City Council on  
September 8, 2015*