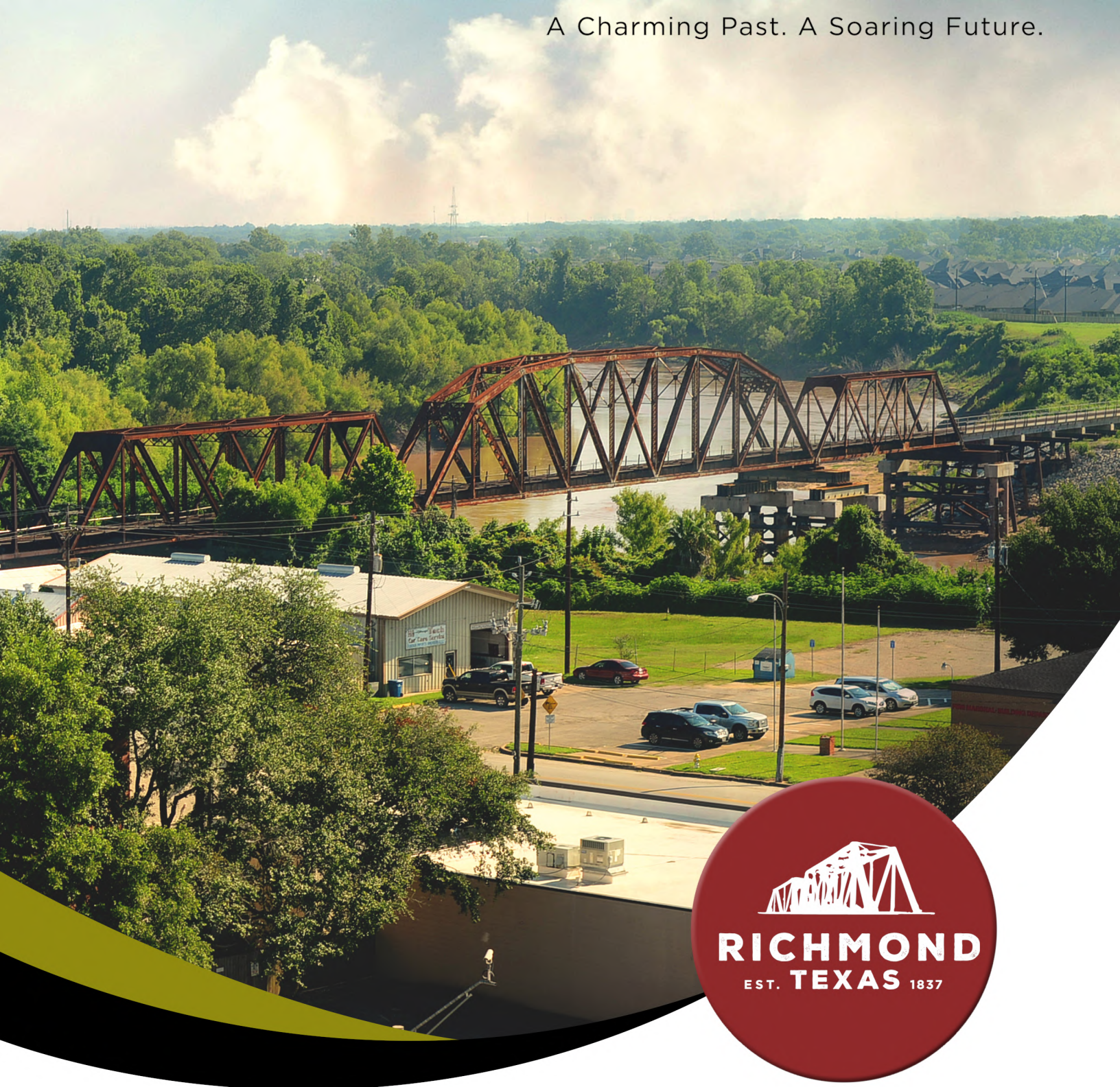


A Charming Past. A Soaring Future.



ANNUAL BUDGET

& PROGRAM OF SERVICES

FY2022

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RICHMOND
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**CITY OF RICHMOND, TEXAS
FISCAL YEAR 2022**

ANNUAL BUDGET



Statutory Notice

102.005 Local Government Code

This budget will raise more total property taxes than last year's budget by \$60,255 a 1.45% increase, and of that amount \$12,403 is tax revenue to be raised from new property added to the tax roll this year.

Property Tax Comparison:	FY2020	FY2021
Adopted Tax Rate	0.687772	0.680000
Voter Approval Tax Rate	0.687773	0.630392
No-new-revenue Tax Rate	0.665283	0.670300
De Minimis Tax Rate	1.020156	0.745750
Debt Tax Rate	0.182114	0.171446
No New Revenue Operating Rate	0.753294	0.493814
Voter Approval Operating Rate	0.779659	0.789646

The total amount of municipal debt obligation secured by property taxes for the City of Richmond is \$40,327,590.

<u>Record Vote on Tax Rate:</u>	Proposed (August 11, 2021)	Adopted (September 20, 2021)
Mayor Haas	<u>Aye</u>	<u>Aye</u>
Commissioners:		
Gaul	<u>Aye</u>	<u>Aye</u>
Beard	<u>Aye</u>	<u>Aye</u>
Drozdz	<u>Aye</u>	<u>Aye</u>
BeMent	<u>Aye</u>	<u>Aye</u>

Statutory Notice

140.0045 Local Government Code

In accordance with Section 140.0045 of the Local Government Code, which requires the itemization of certain expenditures by a political subdivision, the City of Richmond is expected to expend for fiscal year 2021 and has budgeted for fiscal year 2022 the following amounts, respectively: Notices required by law to be published in a newspaper: \$1,571 and \$1,571. Lobbying activities: \$0 and \$0.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Richmond
Texas**

For the Fiscal Year Beginning

October 1, 2020

Christopher P. Morill

Executive Director

City of Richmond – City Commission

Annual Budget for October 1, 2021 – September 30, 2022



**Mayor
Rebecca "Becky" Haas**



**Commissioner Position 1
Terry Gaul**



**Commissioner Position 2
Barry Beard**



**Commissioner Position 3
Carl Drozd**



**Commissioner Position 4
Alex BeMent**



RICHMOND
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RICHMOND

EST. TEXAS 1837

Welcome to RichmondA Charming Past. A Soaring Future



TRANSMITTAL LETTER

REBECCA K. HAAS
MAYOR
BARRY C. BEARD
ALEX BEMENT
CARL DROZD
TERRY R. GAUL
COMMISSIONERS

City of Richmond

402 Morton Street
Richmond, TX 77469
(281) 342-5456



October 1, 2021

Honorable Mayor and City Commissioners,

I am pleased to present the annual budget for fiscal year 2022, which begins October 1, 2021 and ends September 30, 2022. The budget has been prepared in accordance with Texas Statutes and the City of Richmond Charter Article VII.

Acknowledgements

I would like to take this opportunity to thank the City Commission for its continued support and leadership. The clear priorities and direction provided by the Commission has provided staff with information and direction that is critical to the success of the budget and the long-term financial resiliency of the organization.

It's also important to acknowledge the great employees we have in the City. Each year the development of the annual budget requires a tremendous amount of work and coordination from individuals across the City. Our success as a City is a testament to the willingness of staff to come together and work as a team for the greater good of the community. This teamwork highlights the great culture we have in Richmond and exemplifies our continued pursuit of excellence.

Budget Preparation and Priorities

Approach

The City's annual operating budget was prepared based on the current needs of the organization and aligned with the City's top priorities.

One of the main objectives in the preparation of the FY2022 budget was a return to normal operations and a focus on employees and a continued investment in infrastructure projects. To accomplish these objectives, staff were asked to continue refining their base budget and request increases only when needs would impact services levels or were needed to address regulatory or compliance issues. This approach has allowed more flexibility to address compensation and salary structures, which are a critical part of delivering high quality service. Ensuring a competitive wage will be all the more important as we move into the next year with inflation increasing at the highest rate recorded since 2008.

Additionally, departments continued to maintain their focus on implementing the Strategic Annexation Plan, including existing projects outlined in the Comprehensive Master Plan, Parks and Trails Master Plans and the Water and Wastewater Master Plans. The goals in the Strategic Annexation Plan continue to provide guidance during each step of the budget process so that the City's highest priorities are always at the forefront. The organization is monitoring implementation closely and is taking every opportunity to modify processes when necessary.

The list below highlights the City's top priorities from the Comprehensive Master Plan.

Comprehensive Master Plan Priorities (✓ = Top Priority):

- ✓ A. User annexation as a strategic growth tool to expand Richmond's population and tax base.
- B. Leverage public investments to enhance the existing community and promote growth.
- ✓ C. Strengthen Transportation connections and increase choices between ways to travel.
- ✓ D. Elevate the appearance, quality, and compatibility of development.
- E. Create mixed-use activity centers that serve as community destinations.
- ✓ F. Rehabilitate and preserve Richmond's existing neighborhoods and community assets.
- ✓ G. Partner with existing local businesses to assist in their success and improve access to resources.
- H. Diversify Richmond's business and employer mix through innovation and strategic recruitment.
- I. Enhance and preserve Richmond's natural amenities.
- J. Strengthen the awareness and image of Richmond throughout the region.

Major Challenges and Accomplishments

The beginning of Fiscal Year 2022 began with a cautious optimism that the economy would continue to improve, and that the restrictive COVID-19 protocols put into place would begin to ease as the vaccination rate of the population began to increase.

Fortunately for the City the financial impact has continued to be far better than originally anticipated. This is partly because the economic shutdown has been much shorter and less restrictive compared to other parts of the Country.

As part of the American Rescue Plan Act (ARPA), the City was awarded approximately \$3.1M in funding as a non-entitlement entity, which is to be distributed via the State in two tranches. The City has received \$1.56M and will receive the 2nd tranche in approximately 1 year. These funds are restricted for use in addressing COVID-19 needs, as well as certain types of infrastructure projects.

During the 87th Texas Legislative session, there was a major change in the definition of debt that was provided for under House Bill 1869. Under the revised definition of debt, only designated infrastructure projects are included as part of the debt rate calculation. This restricts which activities the City can issue Certificates of Obligation to fund, or it would require the use of a General Obligation bonds that were approved as part of a bond election. There were not any material changes to Senate Bill 2, which was the sweeping property tax reform bill passed during the 86th regular legislative session. Most of the provision of Senate Bill 2 took effect January 2020 and will impact fiscal year 2022's budget. The major changes provided for under this bill are the creation of the voter approval tax rate (previously the roll back rate), and the no new revenue tax rate (previously the effective tax rate). The voter approval tax rate caps revaluation of property taxes at 3.5% before triggering an automatic election. The City of Richmond falls under the category of a small City with a population under 30,000. This designation requires the City to calculate both the voter-approval tax rate as well as the de minimis tax rate. If the City adopts a tax rate that is lower than the de minimis tax rate and does not exceed the voter approval rate, then it is not subject to an automatic election or a petition for an election. The budget incorporates a tax rate higher than the voter approval tax rate but lower than the de minimis tax rate.

Despite the challenges the City has faced during fiscal year 2021, there have also been very positive moves. The City has seen development at Mandola Farms and Veranda In-City progressing at a quick pace. These developments will provide additional property tax and the future retail sales tax will help to further position the City to undertake additional improvements that will provide a higher quality of life for all residents.

Economic Development

The City of Richmond continues to engage in strategic activities to expand the city's tax base, increase sales tax revenues, and recruit new employment opportunities for residents. The City of Richmond was successful in deploying new economic development tools that will help to achieve these key economic goals. Some of the notable achievements include the passage of HB 4103, which is legislation that extended the City's ability to incentivize commercial development by capturing state shares of hotel taxes, sales taxes, and mixed-beverage taxes for the development of a hotel and convention center until September 1, 2027.

The City continues to partner with property owners to strategically annex properties and engage in public-private partnerships when appropriate in order to grow Richmond's local economy and increase city revenue. Richmond has seen an increase in economic opportunities that have resulted from executing its strategic planning objectives and from the rapid growth occurring in Fort Bend County as a whole. Richmond is located in the center of a wave of growth that is projected to grow the county's population to 2.25 million residents by the year 2050. Richmond's strategic infrastructure, investments and planning will help it to capitalize on this in the coming years.

The tourism industry continues to grow in Richmond. LaQuinta Inn & Suites, a 51,000 square foot hotel with 83 rooms, opened for business in January 2019 and was the first hotel to operate in Richmond. Two additional hotels have opened in 2019 and 2020, which are the Hilton Home2 Suites and the Marriott Fairfield Inn, respectively. The hotel occupancy tax dollars will enable the City of Richmond to invest in activities such as tourism promotion and historic preservation that will further enlarge this sector of the local economy. Richmond's many cultural and historic sites mixed with its collection of unique restaurants and stores make it an ideal location for regional tourism.

Employee Compensation and Benefits

One of the City's main assets are its employees. In order to ensure the City maintains quality employees, it invests in their health and wellbeing through a competitive compensation and benefits package. This philosophy has allowed the City to maintain and recruit highly skilled employees, who in turn deliver outstanding service to the community. As a result of the service-oriented nature of the General Fund, particularly in the Public Safety category, approximately 70% of the expenditures are allocated to salaries and benefits. This year, a focus has been on incorporating changes from a salary structure study, and ensuring that there was enough capacity to include a general salaries increase.

The City created its first employee benefits trust fund on October 19, 2019, which has allowed the City to save 1.75% on its benefit premiums. The budget incorporates a 10% increase for employer contributions, however, the City will not receive its final re-rate until after the beginning of fiscal year 2022.

Another benefit the City offers its employees is a retirement plan through the Texas Municipal Retirement System (TMRS). The City recently received its fiscal year 2022 rate letter from TMRS that indicated a slightly lower contribution requirement in the 2022 plan year. Specifically, the City's contribution rate will be 14.90%, which is a slight decrease from the prior year contribution of 15.31%. This increase will be effective in January, as the TMRS system runs on a calendar year basis. The City's funded ratio is a healthy 90.4%. It's important to note that the TMRS system is a stable system and is different than the retirement systems maintained by some large municipalities.

User Fees

The budget includes proposed adjustments to the Utility and Surface Water rates, which are necessary to fund existing infrastructure improvements called for in the integrated utility master plan.

The Solid Waste funds has no change in residential rates for solid waste service. The City recently solicited proposals from several companies to provide solid waste and recycling services for all residential and commercial customers. Through the proposal process, the City selected GFL (Green for Life) as its new solid waste provider.

The City has included an increase in fire protection fees for those communities outside the city limits that have fire protection agreements with the City. This increase is based on the consumer price index for Fire Protection fees in accordance with the existing Fire Protection agreements.

Financial Summary

The development of the fiscal year 2022 budget has resulted in a sound financial plan that best aligns the City's increasing demands with its limited financial resources. It's important to emphasize that the budget continues to maintain flexibility through its fund balance policies. Fund balance policies are one of the mechanisms the City uses to mitigate risks associated with changes in the economy or natural disasters. This ensures that extraneous events do not impact the operations of the City.

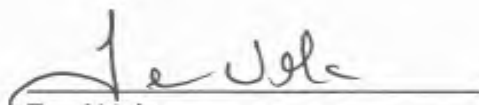
Another mechanism the City utilizes to mitigate risk associated with forecasting future revenues is by actively managing contingencies, and transfers to other funds for capital purchases. This process affords staff an opportunity to assess the financial position of the City as it moves into the next calendar year.

Based on the priorities addressed, identified and discussed above, the fiscal year 2022 budget totals \$33,043,282, net of transfers.

Fund	Annual Budget
General Fund	19,486,421
Debt Service Fund	1,571,031
Utilities Fund	9,261,193
Solid Waste Fund	1,934,975
Development Corporation Fund	2,434,616
Surface Water Fund	3,601,494
Special Revenue Funds	335,676
Internal Service Funds	2,878,500
Operating Budget	41,503,906
Transfers Out	(6,146,650)
Employer Benefits Contribution	(2,313,974)
Total Budget Net of Interfund Transfers	33,043,282

The fiscal year 2022 budget has been developed with the Commission priorities in mind. I encourage you to read further into the information describing the fiscal year 2022 budget. We are grateful for the opportunity to serve the citizens of Richmond.

Respectively Submitted,



Terri Vela
City Manager



Justin Alderete
Finance Director

FINANCIAL SUMMARY



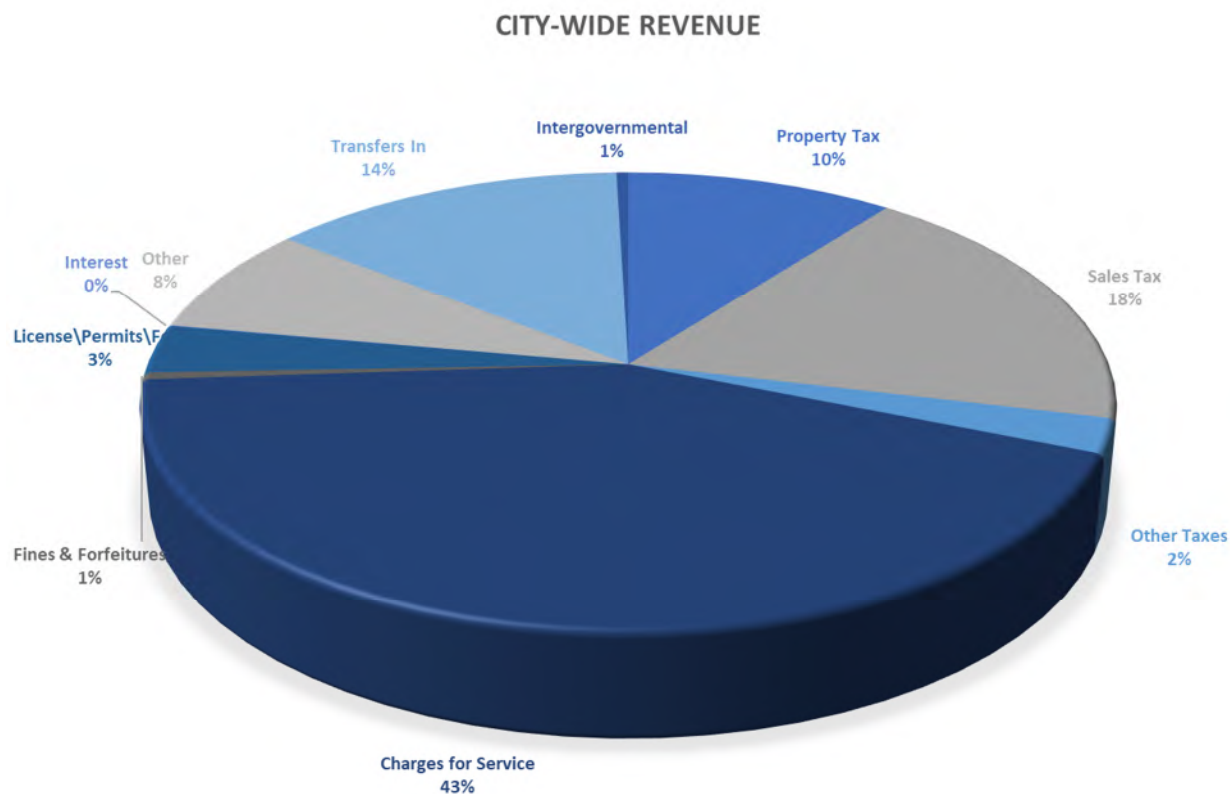


RICHMOND
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Executive Summary

Revenue Sources

Revenue sources for the City total \$40.9 million and are grouped into ten primary revenue categories. These categories include property taxes, sales tax, other taxes (franchise taxes and hotel occupancy taxes), charges for services, fines and forfeitures, license\permits\fees (permit fees, inspection fees, permit fees, plan review fees, developer fees, reconnection fees, and impact fees), interest, other (contributions to the employee benefits trust, miscellaneous revenues), and intergovernmental (grants and proceeds from other governmental units).



Property Tax

Revenues from ad valorem or property taxes represent only 10% of overall revenues at \$4.3 million. Property tax revenues are based on a nominal tax rate of \$0.680000 per \$100 of assessed valuation for tax year 2021. Property tax collection is authorized by the State of Texas up to \$2.50 per \$100 of assessed valuation for maintenance and operations and debt service. The budget assumes an annual collection rate of 98%.

Executive Summary

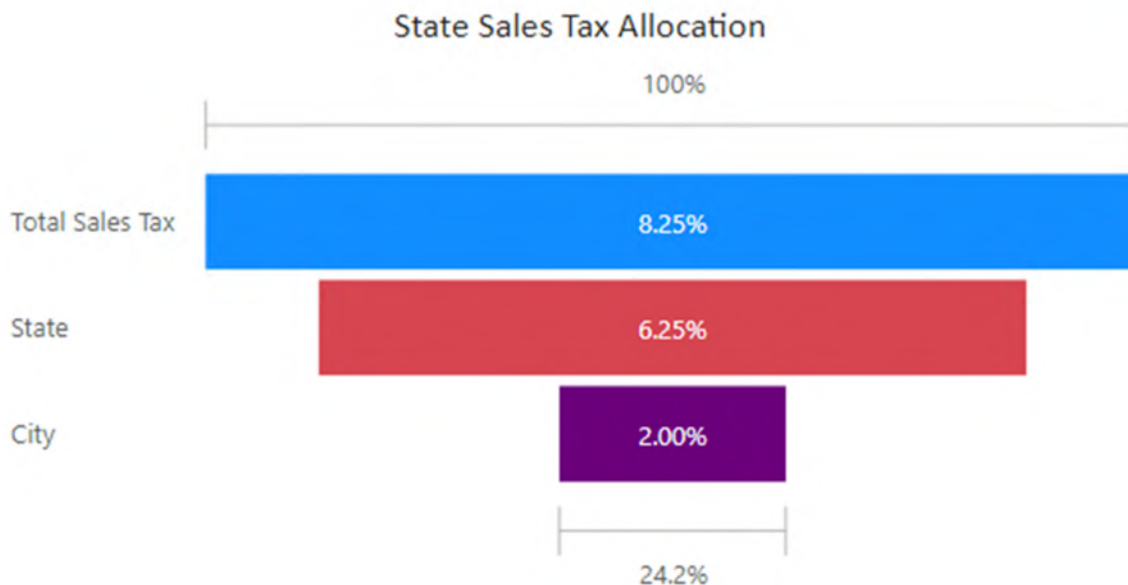
Sales Tax

Sales tax revenue is budgeted at \$7.5 million and represents 18% of total revenues. The total sales tax rate within Richmond is 8.25%, of that total, 6.25% is collected and retained by the Texas Comptroller’s office, and the remaining 2% is remitted to the City.

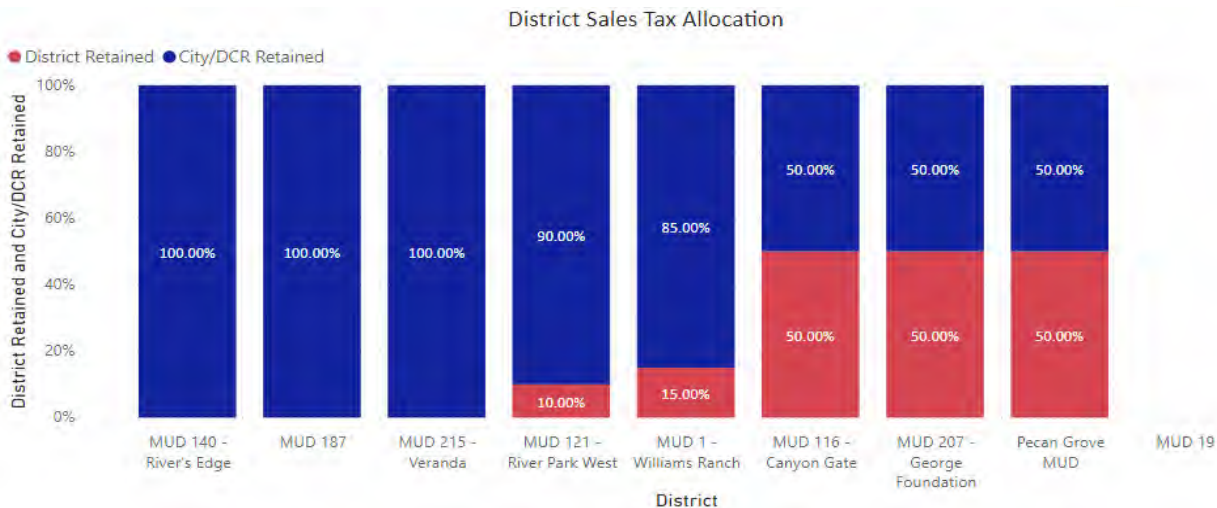
Consistent with the comprehensive master plan, the City has entered into several strategic partnership agreements (SPAs) that allow for limited purpose annexation and the collection of sales tax within certain municipal utility districts (MUDs).

While the City receives 100% of the sales tax collected within the City, these strategic partnership agreements provide for, in most cases, some sharing of the sales tax revenue (between the City and MUDs). As a result of these agreements, after the City remits the MUDs proportional share of its sales tax, the City then remits 25% of the remaining sales tax to the Development Corporation and retains 75% in the General Fund.

The graphs below highlight the allocation of sales tax between the State, City, and Development Corporation Richmond (DCR), as well as the allocation of sales tax based on strategic partnership agreements the City has entered into with the MUDs.



Executive Summary



Other Taxes

Other Taxes represent 2% of City revenues at \$0.98 million and are comprised of franchise and hotel occupancy taxes. Franchise taxes are anticipated to total \$0.79 million. Franchise revenues are derived from non-exclusive franchise agreements the City has with utility providers that use the City's right-of-way to conduct business. These agreements contain a franchise fee clause that requires the utility companies to compensate the City for use of right-of-way. Generally, the fees are based on a percentage of gross receipts or a per-unit of usage charge (generated by customers located within the City's corporate limits). Hotel occupancy taxes are anticipated to total \$0.19 million. Both franchise taxes and hotel occupancy taxes are estimated using trend analysis. Historic performance is analyzed and growth from new development is factored into the estimates when developing the budget.

Charges for Services

Charges for services represent 43% of total revenues at \$17.51 million and include fees for services in the General, Utilities, Surface Water, and Solid Waste Funds.

General Fund Charges for Services

Charges for services in the General Fund total \$3.17 million and are primarily derived from fees for services for fire protection in the City's extraterritorial jurisdiction.

Fire protection fees are paid by Municipal Utility Districts (MUDs) within the City's extraterritorial jurisdiction (ETJ) and by Fort Bend County for areas outside the City but served by the Richmond Fire Department. Fire protection fees are adjusted each year based on the strategic partnership agreements between the City and the districts.

Utility & Surface Water Charges for Services

Utility charges for services are anticipated to generate \$8.9 million, and surface water charges for services are estimate at \$3.5 million. The City charges fees for the provision of water and wastewater services to

Executive Summary

residents and businesses serviced by the City. Customers are charged a base rate for water and wastewater, depending on the size of the meter installed, and a volume fee based on metered consumption. Volumetric revenues are budgeted based on estimated water consumption. The FY22 budget includes a 5% water and wastewater fee increase. The City also charges Groundwater Reduction Plan (GRP) pumpage fees, which are established by ordinance. The FY22 budget includes a GRP pumpage of \$2.69 per 1,000 gallons of groundwater produced.

Solid Waste Charges for Services

Charges for services in the Solid Waste Fund are anticipated to total \$1.93 million. The City contracts solid waste service through Green For Life. Residents currently pay a pass through per month, which is collected by the City, for this service.

Fines & Forfeitures

Fines and Forfeitures represent 1% of total revenues and are anticipated to total \$0.2 million. Funds from this category of revenue are typically derived from citations issued by law enforcement as well as code enforcement that are brought for action through the City's Municipal Court. There are several factors including state law and court decisions that impact the level of collections within this category.

License\Permits\Fees

License\Permits\Fees represent 3% of total revenues and are anticipated to total \$1.4 million. This revenue stream includes permit fees, inspection fees, plan review fees, developer fees, reconnection fees, and impact fees. These fees are primarily development driven, and the timing of development impacts the collection of this revenue stream.

Interest

Interest income represents less than 1% of total revenues and is estimated at \$0.02 million. Interest income is derived from the investment of the City's available funds into interest bearing securities in compliance with the City's formal investment policy. This revenue stream is highly correlated with the interest rates on government securities.

Other

Other income represents 8% of total revenues and is estimated at \$3.19 million. This income is primarily from the Employee Benefits Trust Fund. Revenue from the Employee Benefits Trust fund represents \$2.5 million of the \$3 million in total revenue. The sources for this revenue include contributions from the City of Richmond for employee benefits, as well as employee contributions. The remaining revenue within this category is miscellaneous in nature.

Transfers In

Transfers In represents 14% of total revenues and is estimated at \$5.7 million. These transfers represent interfund activities, which occur between the funds within the City. These interfund transfers include cost allocation overhead reimbursement, transfers to support fleet replacement, and transfers to support debt service.

Executive Summary

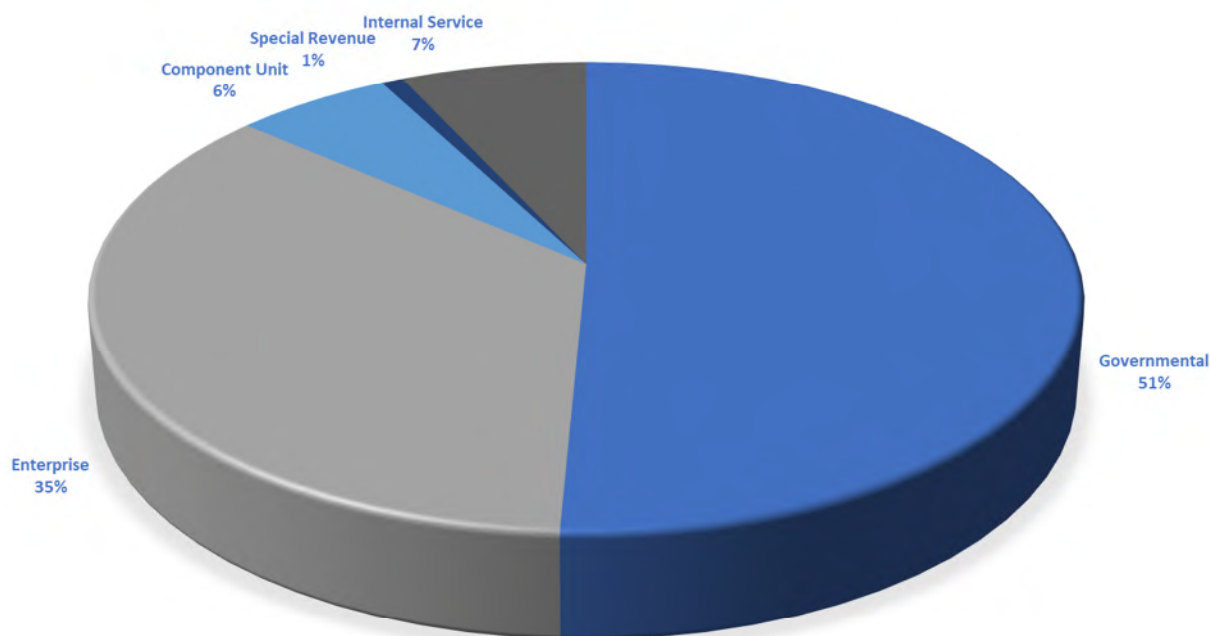
Intergovernmental

Intergovernmental revenue represents 1% of total revenue and is estimated at \$0.18 million. This revenue is derived from grants, such as the CDBG grant, which is represented in this figure.

Expenditures by Fund Type

The FY22 budget totals \$41.5 million (including inter-fund transfers). The chart below illustrates expenditures by fund type.

CITY-WIDE EXPENDITURES GRAPH



Governmental Fund expenditures represent 51% of overall expenditures at \$21.05 million. Governmental Expenditures are expenses that originate in the general fund and debt service fund. These expenditures are most commonly associated with governmental activities such as providing public safety protection, as well as public works services. The debt service fund is used to service the debt on capital infrastructure projects within the City.

Executive Summary

Enterprise Fund expenditures represent 35% of total expenditures at \$14.8 million. Enterprise funds are funds that act like a private business and are self-supported by charges for services and fees. The City has three enterprise funds, the Utility Fund (Water & Sewer), Surface Water, and Solid Waste.

Special Revenue expenditures represent 1% of total expenditures at \$0.33 million. Special revenue funds are legally restricted for a specific purpose and cannot be used to fund general government activities. The City has fifteen special revenue funds, which include Wastewater Impact Fee, Water Impact Fee, Festivals, Parks Improvement, City Seized Funds, State Seizures, Federal Seizures, Municipal Court Truancy, Municipal Court Jury, Tourism (Hotel Occupancy Tax), Community Development Block Grant, TCOLE Fire, TCOLE Police, Court Technology, and Court Security.

Component Unit expenditures represent 6% of total expenditures at \$2.4 million. The City has one discretely presented component unit, which is the Development Corporation Richmond (DCR), a 4B corporation. This funding includes operational expenditures as well as funds for ongoing capital projects. Funding in the DCR is restricted to approved uses pursuant to state law and cannot be used to support general government activities.

Internal Service expenditures represent 7% of total expenditures at \$2.88 million. The City has three internal service funds, the employee benefits trust fund, high-tech replacement, and the fleet replacement fund. The employee benefits trust fund was created in FY20 to act as a conduit for the payment of employee health benefits on behalf of the employees of the City. Establishing an employee benefits trust under Texas Insurance Code 222.002 (c) (5) allows the City to take advantage of tax savings. Had the City not establish the trust fund the City's insurance provider would have been charged an additional 1.75% tax under state law and would have then passed that expense on to the City. The Fleet replacement fund for the City was established in FY21 and will act as mechanism to ensure vehicles are replaced as necessary and to save on overall maintenance and fuel. The Fleet replacement fund acts as an escrow account for vehicles, which helps stabilize the tax rate and user fee rates. This is accomplished by maintaining a constant contribution from each fund based on the vehicle's useful life. The High-Tech replacement fund for the City is newly established for FY22 and will act as mechanism to ensure high-tech equipment is replaced as necessary.

Expenditures by Major Fund

The narrative below provides a summary on how funds are appropriated within the City's major operating funds. A detailed explanation of expenditures within all funds can be found in the financial section of this document.

General Fund

The General Fund budget, including inter-fund transfers, totals \$19.48 million.

The General Fund budgeted fund balance has a planned one-time drawdown of \$1.54 million. The anticipated FY22 ending fund balance in the General Fund is \$4.8 million, which represents 90 days of fund balance available and is in line with the policy requirement of 90 days.

Executive Summary

Utility System Fund

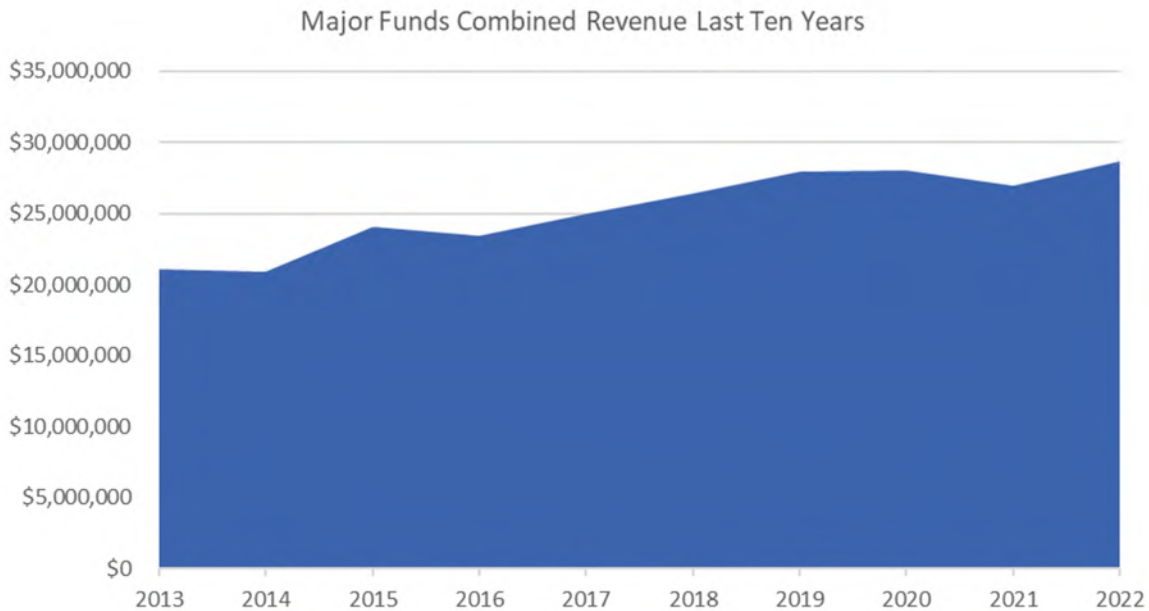
The Water Utility Fund budget totals \$9.26 million including inter-fund transfers. The anticipated FY22 ending fund balance in the Utility Fund is \$2.3 million, which represents 91 days of fund balance available and is higher than the policy requirement of 90 days.

Debt Service Funds

The budget in the Debt Service Funds, including inter-fund transfers, totals \$1.57 million. Expenditures include \$1.5 million in debt service payments and fiscal fees. The ending fund balance is anticipated at \$0.2 million.

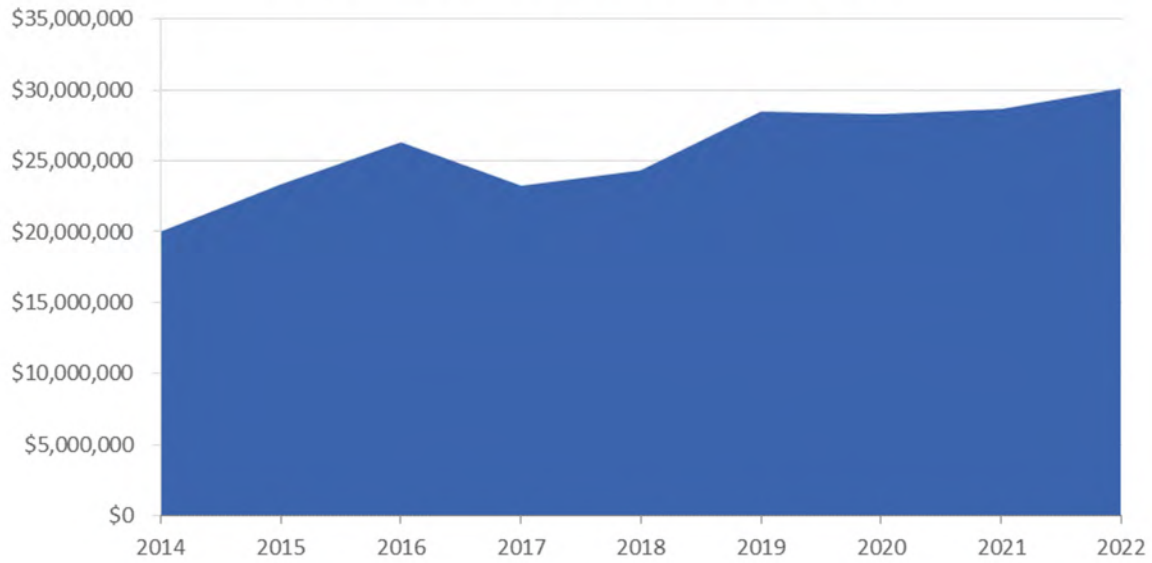
Historical Revenue and Expenditure trends for Major Funds

The graphs below highlight the combined revenues and expenditures in the General Fund, Utility Fund and Debt Service fund over the last 10 year. The combined trend for revenues and expenditures will be skewed as a result of the separation of Solid Waste into its own fund in FY21, whereas in previous years it was combined with the General Fund.



Executive Summary

Major Funds Combined Expenditures Last Ten Years



Summary of All Funds

	FY20	FY21	FY21	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Annual Budget
Revenue				
Operating				
Property Tax	3,997,225	4,161,585	4,092,585	4,255,598
Sales Tax	7,370,421	7,065,000	8,830,000	7,500,000
Other Taxes	937,950	1,022,700	948,200	982,074
Charges for Service	15,791,010	15,915,390	15,897,582	17,511,838
Fines & Forfeitures	279,531	387,388	194,686	198,525
License\Permits\Fees	3,188,460	1,176,400	2,678,536	1,396,000
Interest	193,400	72,807	15,271	20,677
Other	3,281,440	2,695,000	2,622,877	2,889,000
Intergovernmental	250,000	551,463	554,327	188,114
Operating Total	35,289,436	33,047,733	35,834,064	34,941,826
Non-Operating				
Other	-	300,000	300,000	300,000
Transfers In	7,218,424	4,930,249	4,931,338	5,671,650
Non-Operating Total	7,218,424	5,230,249	5,231,338	5,971,650
Revenue Total	42,507,860	38,277,982	41,065,402	40,913,476
Expenditure				
Operating				
Salaries & Benefits	15,567,551	17,986,198	17,196,939	18,509,297
Supplies	2,308,072	3,144,532	3,144,532	2,532,622
Repairs & Maintenance	648,961	928,740	1,003,740	796,359
Purchased Services	4,356,097	4,574,366	4,571,791	4,620,171
Professional Services	308,706	300,643	300,643	251,073
Capital Items/Other	6,968,323	538,606	514,035	734,653
Operating Total	30,157,709	27,473,085	26,731,680	27,444,175
Non-Operating				
Non-Departmental	8,188,020	5,610,027	5,479,627	7,273,081
Capital Items/Other	271,773	1,863,420	1,863,420	640,000
Transfers Out	6,595,275	8,151,817	8,151,817	6,146,650
Non-Operating Total	15,055,068	15,625,264	15,494,864	14,059,731
Expenditure Total	45,212,777	43,098,349	42,226,544	41,503,906
Net Income	(2,704,917)	(4,820,367)	(1,161,142)	(590,430)

Annual Budget

	Governmental		Governmental
	General	Debt	Total
		Service	
Revenue			
Operating			
Property Tax	3,157,967	1,097,631	4,255,598
Sales Tax	5,798,000	-	5,798,000
Other Taxes	792,074	-	792,074
Charges for Service	3,173,007	-	3,173,007
Fines & Forfeitures	187,250	-	187,250
License\Permits\Fees	946,000	-	946,000
Interest	10,000	407	10,407
Other	64,000	-	64,000
Intergovernmental	3,133	-	3,133
Operating Total	14,131,431	1,098,037	15,229,469
Non-Operating			
Other	100,000	-	100,000
Transfers In	3,713,030	490,400	4,203,430
Non-Operating Total	3,813,030	490,400	4,303,430
Revenue Total	17,944,461	1,588,437	19,532,899
Expenditure			
Operating			
Salaries & Benefits	12,984,273	-	12,984,273
Supplies	1,116,613	-	1,116,613
Repairs & Maintenance	327,130	-	327,130
Purchased Services	1,300,216	13,000	1,313,216
Professional Services	210,093	-	210,093
Capital Items/Other	35,000	-	35,000
Operating Total	15,973,325	13,000	15,986,325
Non-Operating			
Non-Departmental	2,175,096	1,558,031	3,733,127
Transfers Out	1,338,000	-	1,338,000
Capital Items/Other	-	-	-
Non-Operating Total	3,513,096	1,558,031	5,071,127
Expenditure Total	19,486,421	1,571,031	21,057,452
Revenue Over/(Under) Expense	(1,541,960)	17,406	(1,524,554)
Beginning Fund Balance	7,701,942	175,414	7,877,356
Ending Fund Balance	6,159,982	192,820	6,352,802
Accured Taxes	(1,354,942)	-	(1,354,942)
Net Available Fund Balance	4,805,040	192,820	4,997,860

Annual Budget

	Enterprise			Enterprise Total
	Utilities	Surface Water	Solid Waste	
Revenue				
Operating				
Property Tax	-	-	-	-
Sales Tax	-	-	-	-
Other Taxes	-	-	-	-
Charges for Service	8,907,481	3,496,375	1,934,975	14,338,831
Fines & Forfeitures	-	-	-	-
License\Permits\Fees	300,000	-	-	300,000
Interest	5,000	3,420	-	8,420
Other	80,000	230,000	-	310,000
Intergovernmental	-	-	-	-
Operating Total	9,292,481	3,729,795	1,934,975	14,957,251
Non-Operating				
Other	100,000	100,000	-	200,000
Transfers In	-	-	-	-
Non-Operating Total	100,000	100,000	-	200,000
Revenue Total	9,392,481	3,829,795	1,934,975	15,157,251
Expenditure				
Operating				
Salaries & Benefits	2,742,472	272,551	-	3,015,023
Supplies	1,061,702	354,307	-	1,416,009
Repairs & Maintenance	449,600	19,628	-	469,229
Purchased Services	760,672	739,119	1,427,060	2,926,850
Professional Services	20,980	20,000	-	40,980
Capital Items/Other	-	-	-	-
Operating Total	5,035,426	1,405,605	1,427,060	7,868,091
Non-Operating				
Non-Departmental	983,565	2,081,889	-	3,065,454
Transfers Out	3,242,201	114,000	507,915	3,864,116
Capital Items/Other	-	-	-	-
Non-Operating Total	4,225,766	2,195,889	507,915	6,929,570
Expenditure Total	9,261,192	3,601,494	1,934,975	14,797,662
Revenue Over/(Under) Expense	131,289	228,301	-	359,589
Beginning Fund Balance	2,181,241	2,599,588	-	4,780,829
Ending Fund Balance	2,312,530	2,827,889	-	5,140,418
Accured Taxes	-	-	-	-
Net Available Fund Balance	2,312,530	2,827,889	-	5,140,418

Annual Budget

Special Revenue

	Wastewater Impact Fee	Water Impact Fee	Tourism	TCOLE (Fire Grants)	TCOLE (Police Grants)
Revenue					
Operating					
Property Tax	-	-	-	-	-
Sales Tax	-	-	-	-	-
Other Taxes	-	-	190,000	-	-
Charges for Service	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
License\Permits\Fees	100,000	50,000	-	-	-
Interest	500	750	-	-	-
Other	-	-	-	-	-
Intergovernmental	-	-	-	-	-
Operating Total	100,500	50,750	190,000	-	-
Non-Operating					
Other	-	-	-	-	-
Transfers In	-	-	-	-	-
Non-Operating Total	-	-	-	-	-
Revenue Total	100,500	50,750	190,000	-	-
Expenditure					
Operating					
Salaries & Benefits	-	-	-	-	-
Supplies	-	-	-	-	-
Repairs & Maintenance	-	-	-	-	-
Purchased Services	-	-	-	1,659	2,864
Professional Services	-	-	-	-	-
Capital Items/Other	-	-	-	-	-
Operating Total	-	-	-	1,659	2,864
Non-Operating					
Non-Departmental	-	-	-	-	-
Transfers Out	-	-	-	-	-
Capital Items/Other	-	-	-	-	-
Non-Operating Total	-	-	-	-	-
Expenditure Total	-	-	-	1,659	2,864
Revenue Over/(Under) Expense	100,500	50,750	190,000	(1,659)	(2,864)
Beginning Fund Balance	1,611,018	1,280,956	385,215	1,659	2,864
Ending Fund Balance	1,711,518	1,331,706	575,215	-	-
Accured Taxes	-	-	-	-	-
Net Available Fund Balance	1,711,518	1,331,706	575,215	-	-

Annual Budget

Special Revenue

	Court Truancy Prevention	Court Jury	Court Technology	Court Security	Parks Improvement
Revenue					
Operating					
Property Tax	-	-	-	-	-
Sales Tax	-	-	-	-	-
Other Taxes	-	-	-	-	-
Charges for Service	-	-	-	-	-
Fines & Forfeitures	3,210	65	4,000	4,000	-
License\Permits\Fees	-	-	-	-	-
Interest	-	-	-	-	-
Other	-	-	-	-	-
Intergovernmental	-	-	-	-	-
Operating Total	3,210	65	4,000	4,000	-
Non-Operating					
Other	-	-	-	-	-
Transfers In	-	-	-	-	-
Non-Operating Total	-	-	-	-	-
Revenue Total	3,210	65	4,000	4,000	-
Expenditure					
Operating					
Salaries & Benefits	-	-	-	-	-
Supplies	-	-	-	-	-
Repairs & Maintenance	-	-	-	-	-
Purchased Services	-	-	-	-	-
Professional Services	-	-	-	-	-
Capital Items/Other	-	-	-	-	24,527
Operating Total	-	-	-	-	24,527
Non-Operating					
Non-Departmental	-	-	-	-	-
Transfers Out	-	-	-	-	-
Capital Items/Other	-	-	-	-	-
Non-Operating Total	-	-	-	-	-
Expenditure Total	-	-	-	-	24,527
Revenue Over/(Under) Expense	3,210	65	4,000	4,000	(24,527)
Beginning Fund Balance	3,565	79	15,598	26,357	24,527
Ending Fund Balance	6,775	144	19,598	30,357	-
Accured Taxes	-	-	-	-	-
Net Available Fund Balance	6,775	144	19,598	30,357	-

Annual Budget

	Special Revenue			Special Revenue
	Seized Funds - City	State Seizures	CDBG	Total
Revenue				
Operating				
Property Tax	-	-	-	-
Sales Tax	-	-	-	-
Other Taxes	-	-	-	190,000
Charges for Service	-	-	-	-
Fines & Forfeitures	-	-	-	11,275
License\Permits\Fees	-	-	-	150,000
Interest	-	-	-	1,250
Other	-	-	-	-
Intergovernmental	-	-	184,981	184,981
Operating Total	-	-	184,981	537,506
Non-Operating				
Other	-	-	-	-
Transfers In	-	-	-	-
Non-Operating Total	-	-	-	-
Revenue Total	-	-	184,981	537,506
Expenditure				
Operating				
Salaries & Benefits	-	-	-	-
Supplies	-	-	-	-
Repairs & Maintenance	-	-	-	-
Purchased Services	-	-	-	4,523
Professional Services	-	-	-	-
Capital Items/Other	-	121,645	184,981	331,153
Operating Total	-	121,645	184,981	335,676
Non-Operating				
Non-Departmental	-	-	-	-
Transfers Out	-	-	-	-
Capital Items/Other	-	-	-	-
Non-Operating Total	-	-	-	-
Expenditure Total	-	121,645	184,981	335,676
Revenue Over/(Under) Expense	-	(121,645)	-	201,830
Beginning Fund Balance	10,508	121,645	4,680	3,488,671
Ending Fund Balance	10,508	-	4,680	3,690,501
Accured Taxes	-	-	-	-
Net Available Fund Balance	10,508	-	4,680	3,690,501

Annual Budget

	Internal Service			Internal Service Total
	Employee Benefits	Fleet Replacement	High Tech Replacement	
Revenue				
Operating				
Property Tax	-	-	-	-
Sales Tax	-	-	-	-
Other Taxes	-	-	-	-
Charges for Service	-	-	-	-
Fines & Forfeitures	-	-	-	-
License\Permits\Fees	-	-	-	-
Interest	-	-	-	-
Other	2,510,000	-	-	2,510,000
Intergovernmental	-	-	-	-
Operating Total	2,510,000	-	-	2,510,000
Non-Operating				
Other	-	-	-	-
Transfers In	-	469,000	999,220	1,468,220
Non-Operating Total	-	469,000	999,220	1,468,220
Revenue Total	2,510,000	469,000	999,220	3,978,220
Expenditure				
Operating				
Salaries & Benefits	2,510,000	-	-	2,510,000
Supplies	-	-	-	-
Repairs & Maintenance	-	-	-	-
Purchased Services	-	-	-	-
Professional Services	-	-	-	-
Capital Items/Other	-	319,000	49,500	368,500
Operating Total	2,510,000	319,000	49,500	2,878,500
Non-Operating				
Non-Departmental	-	-	-	-
Transfers Out	-	-	-	-
Capital Items/Other	-	-	-	-
Non-Operating Total	-	-	-	-
Expenditure Total	2,510,000	319,000	49,500	2,878,500
Revenue Over/(Under) Expense	-	150,000	949,720	1,099,720
Beginning Fund Balance	-	664,877	-	664,877
Ending Fund Balance	-	814,877	949,720	1,764,597
Accured Taxes	-	-	-	-
Net Available Fund Balance	-	814,877	949,720	1,764,597

Annual Budget

	Component Unit	Component Unit Total	Revenue Over/(Under) Expense
Development Corportion Fund			
Revenue			
Operating			
Property Tax	-	-	4,255,598
Sales Tax	1,702,000	1,702,000	7,500,000
Other Taxes	-	-	982,074
Charges for Service	-	-	17,511,838
Fines & Forfeitures	-	-	198,525
License\Permits\Fees	-	-	1,396,000
Interest	600	600	20,677
Other	5,000	5,000	2,889,000
Intergovernmental	-	-	188,114
Operating Total	1,707,600	1,707,600	34,941,826
Non-Operating			
Other	-	-	300,000
Transfers In	-	-	5,671,650
Non-Operating Total	-	-	5,971,650
Revenue Total	1,707,600	1,707,600	40,913,476
Expenditure			
Operating			
Salaries & Benefits	-	-	18,509,297
Supplies	-	-	2,532,622
Repairs & Maintenance	-	-	796,359
Purchased Services	375,582	375,582	4,620,171
Professional Services	-	-	251,073
Capital Items/Other	-	-	734,653
Operating Total	375,582	375,582	27,444,175
Non-Operating			
Non-Departmental	474,500	474,500	7,273,081
Transfers Out	944,534	944,534	6,146,650
Capital Items/Other	640,000	640,000	640,000
Non-Operating Total	2,059,034	2,059,034	14,059,731
Expenditure Total	2,434,616	2,434,616	41,503,906
Revenue Over/(Under) Expense	(727,016)	(727,016)	(590,430)
Beginning Fund Balance	4,147,849	4,147,849	20,959,582
Ending Fund Balance	3,420,833	3,420,833	20,369,152
Accured Taxes	(313,649)	(313,649)	(1,668,592)
Net Available Fund Balance	3,107,183	3,107,183	18,700,560

Department/Fund Relationship

	Governmental		Governmental Total
	General Fund	Debt Service Fund	
Revenue			
Charges for Service	3,173,007	-	3,173,007
Component Unit	-	-	-
Fines & Forfeitures	187,250	-	187,250
Governmental	-	1,588,437	1,588,437
Interest	10,000	-	10,000
Intergovernmental	3,133	-	3,133
Internal Service	-	-	-
License\Permits\Fees	946,000	-	946,000
Other	164,000	-	164,000
Other Taxes	792,074	-	792,074
Property Tax	3,157,967	-	3,157,967
Sales Tax	5,798,000	-	5,798,000
Solid Waste Fund	-	-	-
Special Revenue	-	-	-
Surface Water Fund	-	-	-
Transfers In	3,713,030	-	3,713,030
Utilities Fund	-	-	-
Revenue Total	17,944,461	1,588,437	19,532,899
Expenditure			
Building Permits	814,404	-	814,404
Component Unit	-	-	-
Emergency Management	148,680	-	148,680
Facilities	386,303	-	386,303
Fire Department	4,716,147	-	4,716,147
Fire Marshal	420,276	-	420,276
General Government	1,485,554	-	1,485,554
Governmental	-	1,571,031	1,571,031
Human Resources	453,026	-	453,026
Information Technology	304,568	-	304,568
Internal Service	-	-	-
Municipal Court	365,660	-	365,660
Non-Departmental	2,436,096	-	2,436,096
Parks	483,067	-	483,067
Planning	357,774	-	357,774
Police	5,094,672	-	5,094,672
Public Works	500,065	-	500,065
Solid Waste Fund	-	-	-
Special Revenue	-	-	-
Streets	1,291,366	-	1,291,366
Surface Water Fund	-	-	-
Utilities Fund	-	-	-
Vehicle Maintenance	228,763	-	228,763
Expenditure Total	19,486,421	1,571,031	21,057,452
Revenue Over/(Under) Expense	(1,541,960)	17,406	(1,524,554)

Department/Fund Relationship

	Enterprise			Enterprise Total
	Utilities Fund	Surface Water Fund	Solid Waste Fund	
Revenue				
Charges for Service	-	-	-	-
Component Unit	-	-	-	-
Fines & Forfeitures	-	-	-	-
Governmental	-	-	-	-
Interest	-	-	-	-
Intergovernmental	-	-	-	-
Internal Service	-	-	-	-
License\Permits\Fees	-	-	-	-
Other	-	-	-	-
Other Taxes	-	-	-	-
Property Tax	-	-	-	-
Sales Tax	-	-	-	-
Solid Waste Fund	-	-	1,934,975	1,934,975
Special Revenue	-	-	-	-
Surface Water Fund	-	3,829,795	-	3,829,795
Transfers In	-	-	-	-
Utilities Fund	9,392,481	-	-	9,392,481
Revenue Total	9,392,481	3,829,795	1,934,975	15,157,251
Expenditure				
Building Permits	-	-	-	-
Component Unit	-	-	-	-
Emergency Management	-	-	-	-
Facilities	-	-	-	-
Fire Department	-	-	-	-
Fire Marshal	-	-	-	-
General Government	-	-	-	-
Governmental	-	-	-	-
Human Resources	-	-	-	-
Information Technology	-	-	-	-
Internal Service	-	-	-	-
Municipal Court	-	-	-	-
Non-Departmental	-	-	-	-
Parks	-	-	-	-
Planning	-	-	-	-
Police	-	-	-	-
Public Works	-	-	-	-
Solid Waste Fund	-	-	1,934,975	1,934,975
Special Revenue	-	-	-	-
Streets	-	-	-	-
Surface Water Fund	-	3,601,494	-	3,601,494
Utilities Fund	9,261,192	-	-	9,261,192
Vehicle Maintenance	-	-	-	-
Expenditure Total	9,261,192	3,601,494	1,934,975	14,797,662
Revenue Over/(Under) Expense	131,289	228,301	-	359,589

Department/Fund Relationship

Special Revenue

	Wastewater Impact Fee Fund	Water Impact Fee Fund	Tourism Fund	TCOLE (Fire Grants)
Revenue				
Charges for Service	-	-	-	-
Component Unit	-	-	-	-
Fines & Forfeitures	-	-	-	-
Governmental	-	-	-	-
Interest	-	-	-	-
Intergovernmental	-	-	-	-
Internal Service	-	-	-	-
License\Permits\Fees	-	-	-	-
Other	-	-	-	-
Other Taxes	-	-	-	-
Property Tax	-	-	-	-
Sales Tax	-	-	-	-
Solid Waste Fund	-	-	-	-
Special Revenue	100,500	50,750	190,000	-
Surface Water Fund	-	-	-	-
Transfers In	-	-	-	-
Utilities Fund	-	-	-	-
Revenue Total	100,500	50,750	190,000	-
Expenditure				
Building Permits	-	-	-	-
Component Unit	-	-	-	-
Emergency Management	-	-	-	-
Facilities	-	-	-	-
Fire Department	-	-	-	-
Fire Marshal	-	-	-	-
General Government	-	-	-	-
Governmental	-	-	-	-
Human Resources	-	-	-	-
Information Technology	-	-	-	-
Internal Service	-	-	-	-
Municipal Court	-	-	-	-
Non-Departmental	-	-	-	-
Parks	-	-	-	-
Planning	-	-	-	-
Police	-	-	-	-
Public Works	-	-	-	-
Solid Waste Fund	-	-	-	-
Special Revenue	-	-	-	1,659
Streets	-	-	-	-
Surface Water Fund	-	-	-	-
Utilities Fund	-	-	-	-
Vehicle Maintenance	-	-	-	-
Expenditure Total	-	-	-	1,659
Revenue Over/(Under) Expense	100,500	50,750	190,000	(1,659)

Department/Fund Relationship

Special Revenue

	TCOLE (Police Grants)	Court Truancy Prevention Fund	Court Jury Fund	Court Technology Fund
Revenue				
Charges for Service	-	-	-	-
Component Unit	-	-	-	-
Fines & Forfeitures	-	-	-	-
Governmental	-	-	-	-
Interest	-	-	-	-
Intergovernmental	-	-	-	-
Internal Service	-	-	-	-
License\Permits\Fees	-	-	-	-
Other	-	-	-	-
Other Taxes	-	-	-	-
Property Tax	-	-	-	-
Sales Tax	-	-	-	-
Solid Waste Fund	-	-	-	-
Special Revenue	-	3,210	65	4,000
Surface Water Fund	-	-	-	-
Transfers In	-	-	-	-
Utilities Fund	-	-	-	-
Revenue Total	-	3,210	65	4,000
Expenditure				
Building Permits	-	-	-	-
Component Unit	-	-	-	-
Emergency Management	-	-	-	-
Facilities	-	-	-	-
Fire Department	-	-	-	-
Fire Marshal	-	-	-	-
General Government	-	-	-	-
Governmental	-	-	-	-
Human Resources	-	-	-	-
Information Technology	-	-	-	-
Internal Service	-	-	-	-
Municipal Court	-	-	-	-
Non-Departmental	-	-	-	-
Parks	-	-	-	-
Planning	-	-	-	-
Police	-	-	-	-
Public Works	-	-	-	-
Solid Waste Fund	-	-	-	-
Special Revenue	2,864	-	-	-
Streets	-	-	-	-
Surface Water Fund	-	-	-	-
Utilities Fund	-	-	-	-
Vehicle Maintenance	-	-	-	-
Expenditure Total	2,864	-	-	-
Revenue Over/(Under) Expense	(2,864)	3,210	65	4,000

Department/Fund Relationship

	Special Revenue				Community
	Court Security Fund	Parks Improvement Fund	Seized Funds - City Fund	State Seizures Fund	Development Block Grant Fund
Revenue					
Charges for Service	-	-	-	-	-
Component Unit	-	-	-	-	-
Fines & Forfeitures	-	-	-	-	-
Governmental	-	-	-	-	-
Interest	-	-	-	-	-
Intergovernmental	-	-	-	-	-
Internal Service	-	-	-	-	-
License\Permits\Fees	-	-	-	-	-
Other	-	-	-	-	-
Other Taxes	-	-	-	-	-
Property Tax	-	-	-	-	-
Sales Tax	-	-	-	-	-
Solid Waste Fund	-	-	-	-	-
Special Revenue	4,000	-	-	-	184,981
Surface Water Fund	-	-	-	-	-
Transfers In	-	-	-	-	-
Utilities Fund	-	-	-	-	-
Revenue Total	4,000	-	-	-	184,981
Expenditure					
Building Permits	-	-	-	-	-
Component Unit	-	-	-	-	-
Emergency Management	-	-	-	-	-
Facilities	-	-	-	-	-
Fire Department	-	-	-	-	-
Fire Marshal	-	-	-	-	-
General Government	-	-	-	-	-
Governmental	-	-	-	-	-
Human Resources	-	-	-	-	-
Information Technology	-	-	-	-	-
Internal Service	-	-	-	-	-
Municipal Court	-	-	-	-	-
Non-Departmental	-	-	-	-	-
Parks	-	-	-	-	-
Planning	-	-	-	-	-
Police	-	-	-	-	-
Public Works	-	-	-	-	-
Solid Waste Fund	-	-	-	-	-
Special Revenue	-	24,527	-	121,645	184,981
Streets	-	-	-	-	-
Surface Water Fund	-	-	-	-	-
Utilities Fund	-	-	-	-	-
Vehicle Maintenance	-	-	-	-	-
Expenditure Total	-	24,527	-	121,645	184,981
Revenue Over/(Under) Expense	4,000	(24,527)	-	(121,645)	-

Department/Fund Relationship

	Special Revenue		Fleet Replacement
	Total	Internal Service	
		Employee Benefits Fund	
Revenue			
Charges for Service	-	-	-
Component Unit	-	-	-
Fines & Forfeitures	-	-	-
Governmental	-	-	-
Interest	-	-	-
Intergovernmental	-	-	-
Internal Service	-	2,510,000	469,000
License\Permits\Fees	-	-	-
Other	-	-	-
Other Taxes	-	-	-
Property Tax	-	-	-
Sales Tax	-	-	-
Solid Waste Fund	-	-	-
Special Revenue	537,506	-	-
Surface Water Fund	-	-	-
Transfers In	-	-	-
Utilities Fund	-	-	-
Revenue Total	537,506	2,510,000	469,000
Expenditure			
Building Permits	-	-	-
Component Unit	-	-	-
Emergency Management	-	-	-
Facilities	-	-	-
Fire Department	-	-	-
Fire Marshal	-	-	-
General Government	-	-	-
Governmental	-	-	-
Human Resources	-	-	-
Information Technology	-	-	-
Internal Service	-	2,510,000	319,000
Municipal Court	-	-	-
Non-Departmental	-	-	-
Parks	-	-	-
Planning	-	-	-
Police	-	-	-
Public Works	-	-	-
Solid Waste Fund	-	-	-
Special Revenue	335,676	-	-
Streets	-	-	-
Surface Water Fund	-	-	-
Utilities Fund	-	-	-
Vehicle Maintenance	-	-	-
Expenditure Total	335,676	2,510,000	319,000
Revenue Over/(Under) Expense	201,830	-	150,000

Department/Fund Relationship					
	Internal Service	Internal Service Total	Component Unit	Component Unit Total	Revenue Over/(Under) Expense
	High Tech Replacement		Development Corporation Fund		
Revenue					
Charges for Service	-	-	-	-	3,173,007
Component Unit	-	-	1,707,600	1,707,600	1,707,600
Fines & Forfeitures	-	-	-	-	187,250
Governmental	-	-	-	-	1,588,437
Interest	-	-	-	-	10,000
Intergovernmental	-	-	-	-	3,133
Internal Service	999,220	3,978,220	-	-	3,978,220
License\Permits\Fees	-	-	-	-	946,000
Other	-	-	-	-	164,000
Other Taxes	-	-	-	-	792,074
Property Tax	-	-	-	-	3,157,967
Sales Tax	-	-	-	-	5,798,000
Solid Waste Fund	-	-	-	-	1,934,975
Special Revenue	-	-	-	-	537,506
Surface Water Fund	-	-	-	-	3,829,795
Transfers In	-	-	-	-	3,713,030
Utilities Fund	-	-	-	-	9,392,481
Revenue Total	999,220	3,978,220	1,707,600	1,707,600	40,913,476
Expenditure					
Building Permits	-	-	-	-	814,404
Component Unit	-	-	2,434,616	2,434,616	2,434,616
Emergency Management	-	-	-	-	148,680
Facilities	-	-	-	-	386,303
Fire Department	-	-	-	-	4,716,147
Fire Marshal	-	-	-	-	420,276
General Government	-	-	-	-	1,485,554
Governmental	-	-	-	-	1,571,031
Human Resources	-	-	-	-	453,026
Information Technology	-	-	-	-	304,568
Internal Service	49,500	2,878,500	-	-	2,878,500
Municipal Court	-	-	-	-	365,660
Non-Departmental	-	-	-	-	2,436,096
Parks	-	-	-	-	483,067
Planning	-	-	-	-	357,774
Police	-	-	-	-	5,094,672
Public Works	-	-	-	-	500,065
Solid Waste Fund	-	-	-	-	1,934,975
Special Revenue	-	-	-	-	335,676
Streets	-	-	-	-	1,291,366
Surface Water Fund	-	-	-	-	3,601,494
Utilities Fund	-	-	-	-	9,261,192
Vehicle Maintenance	-	-	-	-	228,763
Expenditure Total	49,500	2,878,500	2,434,616	2,434,616	41,503,906
Revenue Over/(Under) Expense	949,720	1,099,720	(727,016)	(727,016)	(590,430)



RICHMOND
EST. **TEXAS** 1837

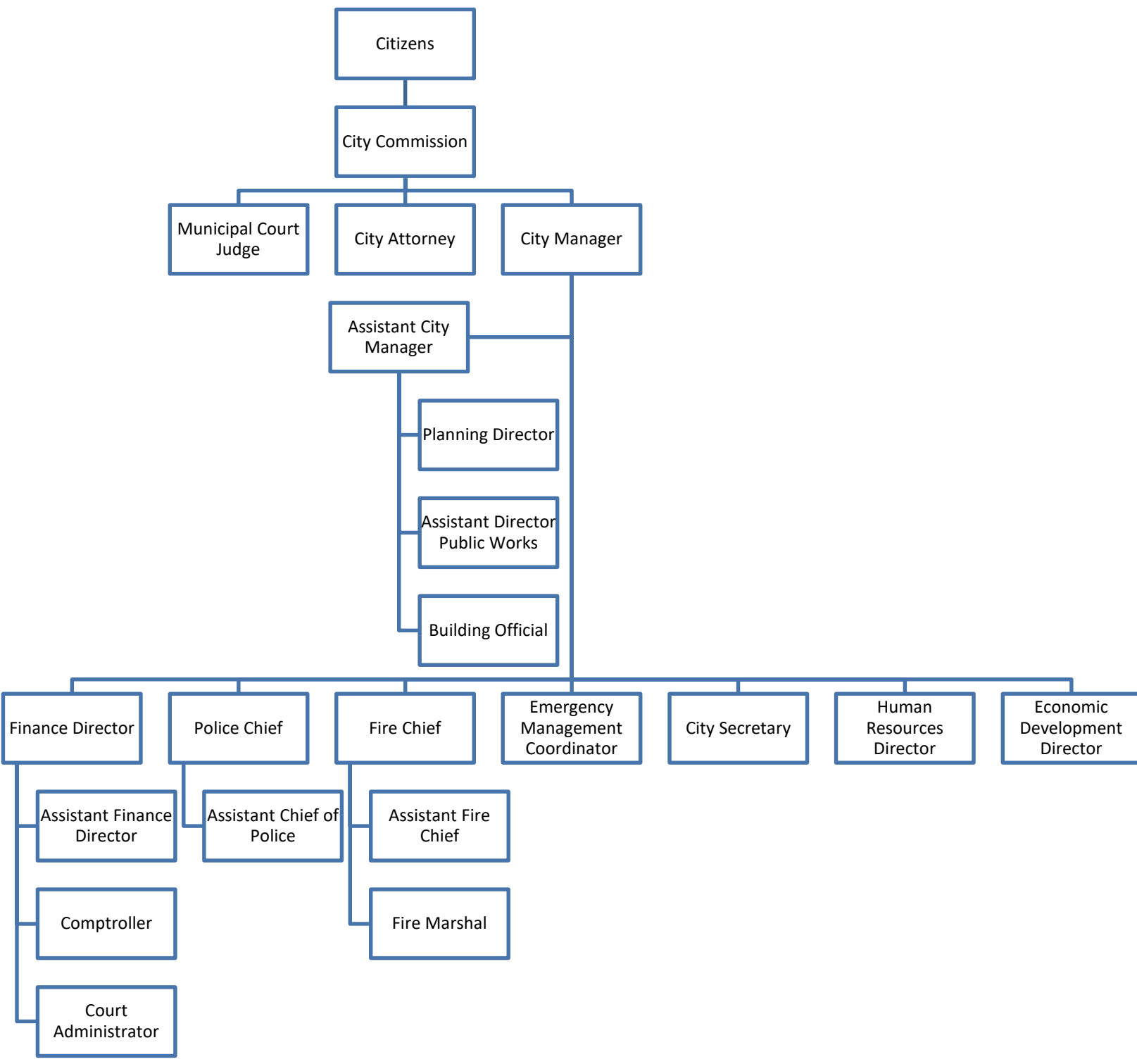


CITY OVERVIEW



City of Richmond Organizational Structure

Structure by Key Leadership Team



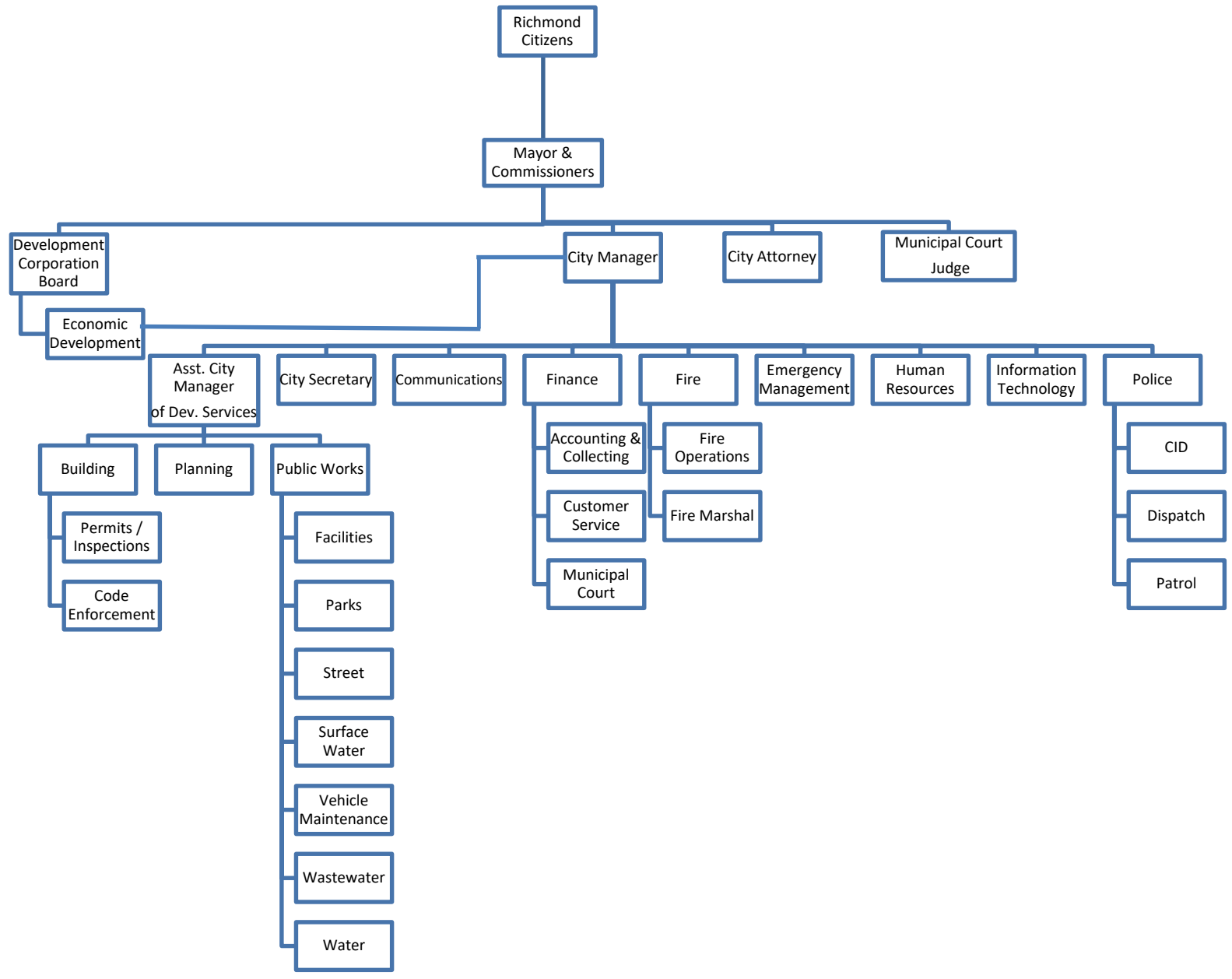
City of Richmond Organizational Structure

Key Leadership Team

City Manager.....	Terri Vela
City Attorney.....	Gary Smith
Assistant City Manager/Com. Dev.....	Howard Christian
City Secretary.....	Laura Scarlatto
Finance Director.....	Justin Alderete
Municipal Court Judge.....	Phyllis A. Ross
Police Chief.....	Jeff Craig
Fire Chief.....	Michael Youngblood
Planning Director.....	Jose Abraham
Human Resources Director.....	Shelly Freeman
Economic Development Director.....	Jerry Jones
Assistant Finance Director.....	Isaias Preza
Comptroller.....	Maritza Salazar
Assistant Public Works Director.....	Jim Whitehead
Assistant Fire Chief.....	Derek Brown
Fire Marshal.....	Christopher Legington
Assistant Police Chief.....	Dixie Brzozowski
Building Official.....	Lori Bownds
Information Technology.....	Matt Easley
Emergency Management Coordinator.....	Robert Oliver

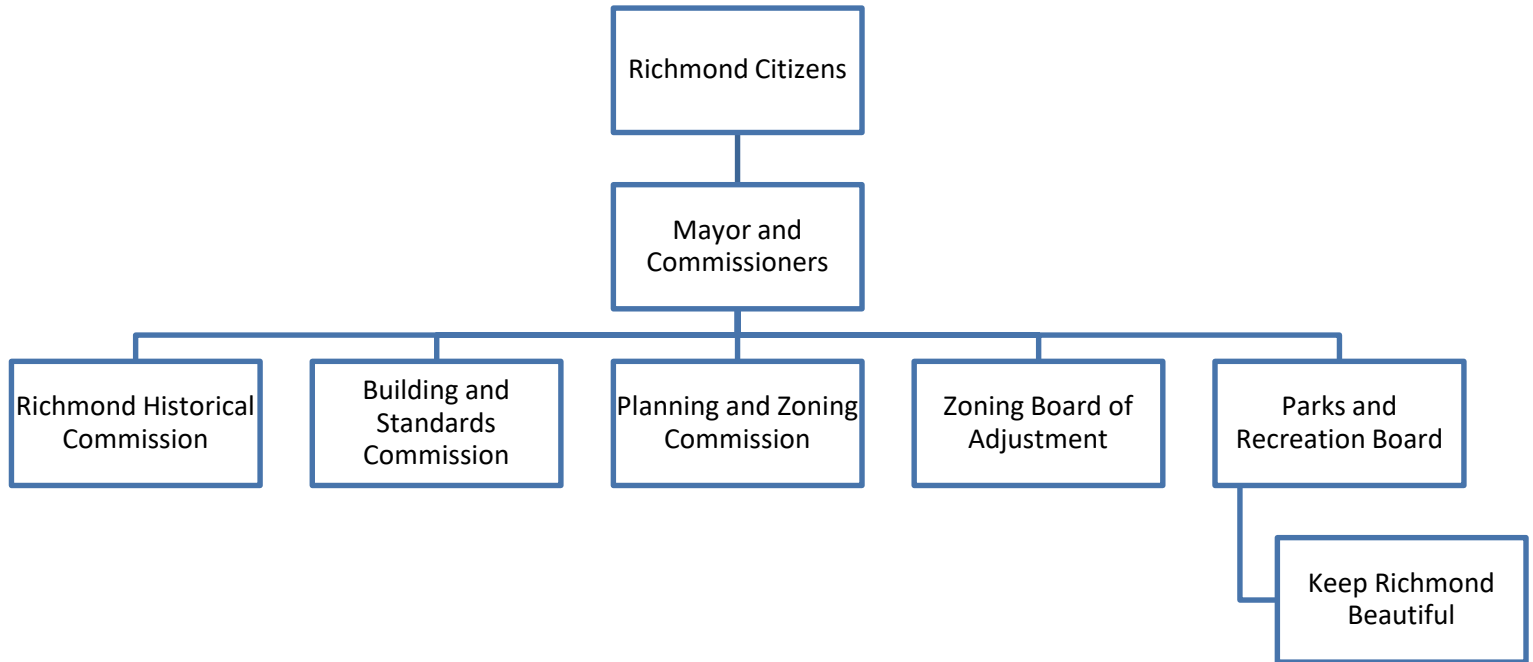
City of Richmond Organizational Structure

Organizational Structure



City of Richmond Organizational Structure

Structure of Boards and Commissions



City Overview

Location and Background

The City of Richmond, Texas was incorporated on June 5, 1837, by Act of the Senate and House of Representatives as one of the first three cities in the Republic of Texas. The City is located in Fort Bend County at the site of Stephen F. Austin's original colonies in Texas and currently occupies a land area 4.074 square miles and serves a population of 12,578. On July 30, 1913, the City adopted a commission form of government. The City was empowered to levy a property tax on both real and personal properties located within its boundaries. It also was empowered by state statute to extend its corporate limits by annexation, which occurs periodically when deemed appropriate by the City Commission. The City Commission is the principal legislative body of the City. The Mayor presides at meetings of the City Commission.

City Management

The City of Richmond has operated under a Commission form of government from 1913 until 2013, when a charter election was held, and the citizens elected to become a Home-Rule city. The Charter provided for a Commission-Manager form of government. The Commission, vested with policy-making and legislative authority, is comprised of a Mayor and four Commission members. The Mayor and Commission members are all elected at large for staggered three-year terms, with no term limits. The City Commission is responsible, among other things, for passing ordinances, adopting the budget and hiring of the City's manager and municipal judge.

The City provides a full range of municipal services: public safety (police and fire protection), public improvements, streets and highways, water and wastewater, sanitation, repair and maintenance of infrastructure, recreation and general administrative services.

City of Richmond Timeline

- **1822:** Members of Austin's old 300 settled near a fordable crossing of the Brazos River and built a block house to protect the settlers from Indian raids.
- **1836:** Community evacuated during the Runaway Scrape, as Mexican troops pressed forward in the Texas Revolution. Wylie Martin, leading the rear guard, defended the Brazos River Crossing against Santa Anna's troops, but was maneuvered out of position and opened the path for the Mexican march to San Jacinto.
- **1837:** Fort Bend County established, and Richmond incorporated by the Republic of Texas as the county seat.
- **1839:** First church organized in Richmond. First newspaper, the weekly Telescope and Texas Literary Register, published.
- **1851:** Richmond's cityscape included a brick courthouse, two stores, a Masonic Lodge, the Methodist church, and the Richmond Male & Female Academy.
- **1853:** Yellow fever epidemic swept through Richmond.
- **1855:** Buffalo Bayou, Brazos, and Colorado Railway pulled into town.
- **1859:** Richmond's business district bustled, and the town was the market center for the region's cotton plantations, with a cotton warehouse and two hotels and a brick building under

City Overview

construction. It was also the hub of a growing cattle empire. Cattle owners drove livestock to markets in New Orleans.

- **1879:** The Gulf, Colorado and Santa Fe railway lines extended tracks into Rosenberg, three miles from Richmond. 2,000 people lived in Richmond, a city with a courthouse, four churches, a bank, sugar mills, refineries, and six schools. Cotton, corn, livestock, hides, sugar, and molasses were all shipped from town.
- **1890:** Richmond's population dropped to 1,500 due to movement to surrounding cities.
- **1899:** Brazos River Flood. After more than 9 inches of rainfall in 11 days in June, the Brazos River flooded. More than 280 died and thousands were left homeless.
- **1900:** The Great Storm swept through Fort Bend County. Although the September hurricane devastated Galveston (killing between 6,000-8,000 and destroying a third of the City), buildings across Fort Bend County and Richmond suffered only structural damage. The storm pushed across the plains and Great Lakes, into Canada before moving to sea north of Halifax Nova Scotia.
- **1920:** Richmond's population dropped again to 1,276. Oil was discovered in Fort Bend County.
- **1930:** Richmond's population increased to 1,432. Sidewalks extended through town, a new swimming pool and municipal water system were built. Although the Great Depression affected agricultural production, there was enough cotton to keep two gins running. Richmond had a massive irrigation system that fed water to the rice fields.
- **1940:** Richmond's population grew to over 2,000. Residents began moving to this area while commuting to jobs in the City of Houston.
- **1960:** Richmond's population grew to 3,668.
- **1990:** Richmond's population grew to 9,801.
- **2013:** Charter Election—Home Rule Charter. Richmond's population grew to 12,292.

Budget Process, Legal Requirements & Basis of Budget

Budget Process

According to the City of Richmond's charter, the fiscal year shall begin on the first day of October and end on the last day of September on the next succeeding year. Such fiscal year shall also constitute the budget and accounting year. The following process is followed in order to meet the requirements of the City's charter.

Budget Message

On or before August 15th of the fiscal year, the City Manager shall submit to the City Commission a budget for the ensuing fiscal year and an accompanying budget message. The proposed budget submitted to Commission for review will be an itemized budget in accordance with state law.

The City Manager's message shall explain the budget both in fiscal terms and in terms of the work programs. It shall outline the proposed financial policies of the City for the ensuing fiscal year, describe the important features of the budget, indicate any major changes from the current year in financial policies, expenditures and revenues together with the reasons for such changes, summarize the City's debt position and include such other material as the City Manager deems desirable.

Budget a Public Record

In accordance with state law, the proposed budget and all supporting schedules shall be filed with the person performing the duties of City Secretary when submitted to the City Commission and shall be open to the public inspection by anyone interested. A notice of availability shall be published in the official newspaper within ten (10) days of the budget being presented to City Commission.

Public Hearing on Budget

At the City Commission meeting when the budget is submitted, the City Commission shall name the date and place of a public hearing and shall have published in the official newspaper of the City, the time and place, which will be not less than the ten (10) days nor more than thirty (30) days after the date of notice. At this hearing, interested citizens may express their opinions concerning items of expenditures, giving their reasons for wishing to increase or decrease any items of expense.

Proceeding on Adoption of Budget

After public hearing, the City Commission shall analyze the budget, making any additions or deletions which they feel appropriate, and shall, at least ten (10) days prior to the beginning of the next fiscal year, adopt the budget by the affirmative vote of a majority of the City Commission. Should the City Commission take no final action on or prior to such day, the current budget shall be in force on a month-to-month basis until a new budget is adopted, but budget must be approved within sixty (60) days of the next fiscal year.

Budget Appropriation and Amount to be Raised by Taxation

On final adoption, the budget shall be in effect for the budget year. Final adoption of the budget by the City Commission shall constitute the official appropriations as proposed by expenditures for the current year and shall constitute the basis of official levy of the property tax as the amount of tax to be assessed

and collected for the corresponding tax year. Estimated expenditures will in no case exceed proposed revenue plus cash on hand. Unused appropriations may be transferred back to general funds.

Amending the Budget

Under conditions which may arise and which could not reasonably have been foreseen in the normal process of planning the budget, the City Commission may, by the affirmative vote of a majority of the City Commission, amend or change the budget to provide for any additional expense in which the general welfare of the citizenry is involved. These amendments shall be by ordinance and shall become an attachment to the original budget.

Certification; Copies Made Available

A copy of the budget, as finally adopted, shall be filed with the person performing the duties of City Secretary and such other places required by state law or as the City Commission shall designate. The final budget shall be printed or otherwise reproduced and sufficient copies shall be available for the use of all offices, agencies and for the use of interested persons and civic organizations. A notice of availability shall be published in the official newspaper within ten (10) days of the budget being approved by the City Commission.

Capital Program

The City Manager shall submit a five (5) year capital program as an attachment to the annual budget. The program as submitted shall include:

- (1) A clear general summary of its contents;
- (2) A list of all capital improvements which are proposed to be undertaken during the five (5) fiscal years succeeding the budget year, with appropriate supporting information as to the necessity for such improvements;
- (3) Cost estimates, method of financing and recommended time schedules for each improvement, and
- (4) The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

Budget Process, Legal Requirements & Basis of Budget

Budget Calendar

April	
	<ul style="list-style-type: none"> • Spring Retreat • Budget Message
May	
	<ul style="list-style-type: none"> • Budget Kickoff • Departments submit budget requests • Finance and management review requests
June	
	<ul style="list-style-type: none"> • Cost allocation plan updated • Finance and management review preliminary income statements • Budget is balance to available sources • Five-year forecast prepared for major funds • Draft Capital Improvement Program (CIP) is prepared • CIP is fiscally constrained • Review Fee Increases • Transmittal letter is prepared
July	
	<ul style="list-style-type: none"> • Finalize Budget & CIP • File Budget & Present Budget Message • Public Notice of Budget Availability • Certified Tax Roll due from Chief Appraiser
August	
	<ul style="list-style-type: none"> • Publish Notice of Public Hearing to Adopt Budget & Tax Rate • Budget Workshop General Fund & Enterprise Funds • Review Updates to Budget and CIP • Adoption of Budget & Tax Rate • Public Notice of Availability of Adopted Budget • Post Tax Rate & Budget Information City Website

Lapse of Appropriations

Every appropriation, except an appropriation for a capital expenditure, shall lapse at the close of the fiscal year to the extent that it has not been expended or encumbered. An appropriation for a capital expenditure shall continue in force until the purpose for which it was made has been accomplished or abandoned. The purpose of any such appropriation with the exception of a bond fund, shall be deemed abandoned if three (3) years pass without any disbursement from or encumbrance of the appropriation. Any funds not expended, disbursed or encumbered shall be deemed excess funds.

Additional Funding

In any budget year, the City Commission may in accordance with state law, by affirmative vote of a majority of the Commission Members, authorize the borrowing of money. Notes may be issued which are repayable not later than the end of the current fiscal year.

Administration of the Budget

No payment shall be made or obligation incurred against any allotment or appropriation except in accordance with appropriations duly made, unless the City Manager, or the City Manager's designee, states or ensures first that there is a sufficient unencumbered balance in such allotment or appropriation and that sufficient funds therefore are or will be available to cover the claim or meet the obligation when it becomes due and payable.

Any authorization of payment or incurring of obligation in violation of the provisions of this Charter shall be void and any payment so made illegal. Such action shall be cause for removal of any officer who knowingly authorized or made such payment or incurred such payment or obligation, and the officer shall also be liable to the City for any amount so paid.

This prohibition shall not be construed to prevent the making or authorizing of payments or making of contracts for capital improvements to be financed wholly or partly by the issuance of bonds, time warrants, certificates of indebtedness or certificates of obligation or to prevent the making of any contract or lease providing for payments beyond the end of the fiscal year, providing that such action is made or approved by ordinance.

The City manager shall submit to the City Commission each month a report covering the revenues and expenditures of the City in such form as requested by the City Commission.

Accounting

Annual appropriated budgets are adopted for the General, Utilities and Debt Service Funds on a basis consistent with generally accepted accounting principles (GAAP). All annual appropriations lapse at the fiscal year end.

The City of Richmond shall put forth and publish annual financial statements in accordance with generally accepted accounting principles as shown by the Governmental Accounting Standards Board (GASB).

Budget Process, Legal Requirements & Basis of Budget

The City of Richmond shall put forth and publish a Comprehensive Annual Financial Report (CAFR) that meets or exceeds the requirements for the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting. The City has received this honor for the past ten years and expects to receive it again this year.

Interim financial reports shall be produced and distributed to Department Heads on a monthly basis to ensure Departmental budget compliance.

Independent Audits

At the close of each fiscal year and in accordance with state law, and at such other times as may be deemed necessary, the City Commission shall call for an independent audit to be made of all accounts of the City by a certified public accountant. No more than five (5) consecutive annual audits shall be completed by the same firm. The certified public accountant selected shall have no personal interest, directly or indirectly in the financial affairs of the City or any of its officers. The report of audit, with the auditor's recommendations, will be made to the City Commission. Upon completion of the audit the summary shall be published immediately in the official newspaper of the City and copies of the audit placed on file in the office of the person performing the duties of City Secretary, as public record.

Accounting Systems

The City's accounting records for general governmental operations are maintained on a modified accrual basis with revenues recorded when available and measurable and expenditures recorded when the services and goods are received, and the liabilities are incurred. Accounting records for the City's proprietary activities are maintained on the accrual basis.

Consideration of adequate internal accounting controls have been made in designing the City's accounting system. Internal accounting controls, instituted by the Finance Department as part of the accounting system, are designed to provide reasonable assurances that assets are properly safeguarded against loss from unauthorized use or disposition, that financial records used in preparation of the financial statements are reliable, and that accountability for the City's assets are maintained. The concept of reasonable assurance in relation to internal controls recognizes that the cost of a control process should not exceed the benefits derived from the performance of related procedures and that the City's management must make estimates and judgments in evaluating the cost and benefit relationships relating to internal control processes and procedures that become a part of the City's accounting system.

Revenue

The tax rate for the City shall be adequate to produce revenues that are required to pay for services as approved by the City Commission.

The annual estimates of revenue in the General Fund and the Water and Sewer Fund shall be based on historical trends and a reasonable expectation of City growth. Estimates for revenues shall be conservative so as to not overstate them.

Budget Process, Legal Requirements & Basis of Budget

The City shall endeavor to maintain a diversified and stable revenue base in order to prevent revenue shortfalls resulting from periodic fluctuations in any revenue source.

Expenditures

Departmental expenditures shall not exceed the appropriated amounts set within that department's annual budget numbers.

Any transfers of available appropriations of expenditures between funds shall be approved by the City Commission. The City Commission shall also have the power to increase appropriations (expenditure requests) through a formal budget amendment.

At any time of the year, the City Commission may make emergency appropriations to meet a pressing need for public expenditures in order to protect public health, safety, or welfare.

The City Commission shall not appropriate funds for new programs or projects without first completing an evaluation of current and future costs.

Fund Balance

Management has the authority to transfer available funds allocated by the budget from one function or activity to another function or activity.

The City's General Fund balance shall be enough to handle any unexpected decrease in revenues or unbudgeted expenditures during the fiscal year. The minimum fund balance should be within the range of ninety (90) days of operating expenditures.

The City shall use non-recurring resources and fund balances to fund non-recurring expenditures, and the City shall only use recurring revenues to fund recurring expenditures.

The City's user charges and rates shall be established at a level related to the cost of providing services, and the rates shall be reviewed annually to determine the appropriate level of funding anticipated to support related activities.

The City's rates for water and sewer activities shall be at levels sufficient to ensure that revenues will be available to pay for all direct and indirect costs of the activities, including operations, capital improvements, maintenance, and principal and interest on outstanding debt.

Richmond city services shall be reviewed annually to identify appropriate budget funding necessary to perform in a professional and business-like manner.

Long-term Financial Planning

Fund Balance

The established long-range policies regarding financial management are to retain a sound financial condition, strive to retain the best possible ratings on bonds, and provide future generations with the

Budget Process, Legal Requirements & Basis of Budget

ability to borrow capital for construction of facilities, street, and drainage improvements without a severe financial burden. The City's current bond rating by Standard & Poors is AA-.

The City has adopted a Comprehensive Master and Land Use Plan, Parks Master Plan, Water and Sewer Master Plans and is currently in the process of seeking input on a Facilities Master Plan. Additionally, components of each of these plans are summarized into a Long-term Capital Improvements Plan. Each of the adopted master plans is reviewed every five (5) years unless the need requires a sooner review. The master plans are a working model in which major projects are pinpointed, planned, engineered, and costs evaluated.

The City's strategic planning and budget processes are most closely related to the long-term capital improvement plan. The City underwent a strategic planning process in 2012, which aligned the goals of the City with its actions. The City has also created a strategic budgeting process that links with the strategic plan to ensure that the priorities identified are funded. The Long-Term Capital Improvements Plan acts in concert with these other plans to provide critical financial information to these planning processes at key junctures. In this way, other planning processes will be better able to set achievable goals in light of available resources and ensures the City can identify and close any financial gaps projected by the long-term capital improvements planning process.

The three legs of the foundation for the future of Richmond and its assured financial health are the combination of the Long-Term Capital Improvements Plan, the Strategic Plan, and the Comprehensive Master and Land Use Plan. These three processes play key roles in establishing a firm financial foundation for Richmond and support the goals the City has set.

Subsidence District

The Fort Bend Subsidence District (Subsidence District) was created by the Texas Legislature in 1989. In 2003, the Subsidence District adopted its District Regulatory Plan (Regulatory Plan) to reduce subsidence by regulating the withdrawal of Groundwater within Fort Bend County.

The Regulatory Plan requires Groundwater permit holders within the Richmond/Rosenberg Sub-Area (as described by the Regulatory Plan) to limit their Groundwater withdrawals to thirty percent of their water consumption by 2016 and sixty percent by 2025. The City of Richmond Groundwater Reduction Plan (GRP) was submitted to and approved by the Subsidence District prior to the September 30, 2010 deadline set out in the Subsidence District Regulatory Plan.

The City has contracted with the Brazos River Authority for surface water available in the Brazos River. The construction of the City's 2 MGD Surface Water Treatment Plant was completed during FY 2017-18. The cost to the City for the surface water treatment facility and water transmission lines (including its GRP Partners) was \$19.4 million.

Budget Process, Legal Requirements & Basis of Budget

Capital

The City will keep and maintain physical fixed assets at a level adequate to protect the City's investments and minimize future maintenance and replacement costs. The City will expand its capital asset base as needed providing the highest levels of service according to State and Federal regulations.

Investments

The Commission has adopted a written investment policy regarding the investment of its funds as defined by the Public Funds Investment Act (Chapter 2256 Texas Government Code). The investments of the City are in compliance with the Commission's investment policies. It is the City's policy to restrict its investments to direct obligations of the U.S. Government, commercial paper, fully collateralized certificates of deposit and other interest-bearing time and demand deposits, and other instruments and investments in public funds investment pools such as the Texas Class and Texas Local Government Investment Pool (TEXPOOL).

Debt

The City shall have the right and power to borrow money on the credit of the City and to issue general obligation bonds and other evidences of indebtedness for permanent public improvements or for any other public purpose not prohibited by the Constitution and laws of the State of Texas or the Charter and to issue refunding bonds to refund outstanding bonds and other evidences of indebtedness of the City previously issued by whatever method it may deem to be in the public interest. All such bonds shall be issued in conformity with the laws of the State of Texas.

The City shall further have the power to borrow money for the purpose of constructing, acquiring, improving, extending or repairing of public utilities, recreational facilities or any other self-liquidating municipal function not prohibited by the Constitution and laws of the State of Texas, and to issue revenue bonds to evidence the obligations created thereby. Such bonds shall be a charge upon and payable from the properties, or interest therein pledged, or the income there from, or both. The holders of the revenue bonds of the City shall not have the right to demand payment thereof out of monies raised or to be raised by taxation. All such bonds shall be issued in conformity with the laws of the State of Texas. The City shall have the power to borrow money for public improvements in any other manner provided by law, including certificates of obligation as authorized by the Texas Local Government Code. All bonds and evidences of indebtedness of the City having been approved by the Attorney General and registered by the Comptroller of Public Accounts shall thereafter be incontestable in any court or other forum for any reason, and shall be valid and binding obligations of the City in accordance with their terms for all purposes.

The City shall not incur long term debt to finance current operations. Long term debt is defined as debt taking more than five years to retire. Short term debt is defined as taking less than five years to retire and may be used to fund capital purchases of machinery, equipment and/or vehicles.

If any debt is issued to finance capital projects or improvements, the City shall retire the debt within a period not to exceed the useful life of the project or improvement being financed.

Capital

The City will keep and maintain physical fixed assets at a level adequate to protect the City's investments and minimize future maintenance and replacement costs. The City will expand its capital asset base as needed providing the highest levels of service according to State and Federal regulations.

Investments

The Commission has adopted a written investment policy regarding the investment of its funds as defined by the Public Funds Investment Act (Chapter 2256 Texas Government Code). The investments of the City are in compliance with the Commission's investment policies. It is the City's policy to restrict its investments to direct obligations of the U.S. Government, commercial paper, fully collateralized certificates of deposit and other interest-bearing time and demand deposits, and other instruments and investments in public funds investment pools such as the Local Government Investment Cooperative (LOGIC) and Texas Local Government Investment Pool (TEXPOOL).

Debt

The City shall have the right and power to borrow money on the credit of the City and to issue general obligation bonds and other evidences of indebtedness for permanent public improvements or for any other public purpose not prohibited by the Constitution and laws of the State of Texas or the Charter and to issue refunding bonds to refund outstanding bonds and other evidences of indebtedness of the City previously issued by whatever method it may deem to be in the public interest. All such bonds shall be issued in conformity with the laws of the State of Texas.

The City shall further have the power to borrow money for the purpose of constructing, acquiring, improving, extending or repairing of public utilities, recreational facilities or any other self-liquidating municipal function not prohibited by the Constitution and laws of the State of Texas, and to issue revenue bonds to evidence the obligations created thereby. Such bonds shall be a charge upon and payable from the properties, or interest therein pledged, or the income there from, or both. The holders of the revenue bonds of the City shall not have the right to demand payment thereof out of monies raised or to be raised by taxation. All such bonds shall be issued in conformity with the laws of the State of Texas. The City shall have the power to borrow money for public improvements in any other manner provided by law, including certificates of obligation as authorized by the Texas Local Government Code. All bonds and evidences of indebtedness of the City having been approved by the Attorney General and registered by the Comptroller of Public Accounts shall thereafter be incontestable in any court or other forum for any reason, and shall be valid and binding obligations of the City in accordance with their terms for all purposes.

The City shall not incur long term debt to finance current operations. Long term debt is defined as debt taking more than five years to retire. Short term debt is defined as taking less than five years to retire and may be used to fund capital purchases of machinery, equipment and/or vehicles.

If any debt is issued to finance capital projects or improvements, the City shall retire the debt within a period not to exceed the useful life of the project or improvement being financed.

Fund Structure & Basis of Accounting

Description of Fund Structure

The financial structure of the budget is organized by funds. A fund is a self-balancing set of accounts. Governmental budgeting and accounting is based on a series of funds, each with separate revenues, expenditures, and balances. Each fund is set up for a separate purpose and each fund balances its assets against liabilities and any residual becomes fund balance.

The City of Richmond utilizes Governmental and Proprietary funds. Governmental funds are used for most governmental activities, while the Proprietary funds are used on the self-financing, business like activities.

Basis of Accounting

Governmental Funds use the modified accrual basis of accounting. Revenues are recognized when measurable and available to pay expenditures in the current accounting period and expenditures are recognized when the goods or services are received.

Proprietary Funds use the full accrual basis of accounting. Revenues are recorded when measurable and earned, and expenses are recognized when a good or service is used.

Basis of Accounting	Revenues	Expenditures / Expenses
Modified Accrual	Recognized in the period when they become both "measurable" and "available"* to finance expenditures of the current period	Generally recorded when a liability is incurred; however, debt service expenditures and expenditures related to compensated absences and claims and judgements, are recognized to the extent they are due and payable
Full Accrual	Recorded when they are earned (whether or not cash is received at the time)	Recorded when goods and services are received (whether cash disbursements are made at the time or not)

*Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. The City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period.

The basis of accounting methods used for each of the funds in the City's budget and the City's financial statements are as follows:

Fund Structure & Basis of Accounting

Funds	Budget Basis	Financial Statement Basis
Water & Sewer Fund *	Modified Accrual	Full Accrual
Surface Water Fund *	Modified Accrual	Full Accrual
Water Impact Fund *	Modified Accrual	Full Accrual
WW Impact Fund *	Modified Accrual	Full Accrual
All Other Funds	Modified Accrual	Modified Accrual

*The budgetary basis of accounting for the City’s Propriety Funds differs from the financial statement basis of accounting primarily due to State laws. The major differences are as follows:

- Depreciation expense is not included in the budget
- Capital outlays are budgeted as expenditures and are reported as assets in the City’s financial statements
- Principal payments on debt are budgeted as expenditures and are reported as reductions of the liability in the City’s financial statements.

Governmental Type Funds

General Fund – accounts for the resources used to finance the fundamental operations of the City. The principal sources of revenue of the General Fund are property taxes, sales and use taxes, fines and forfeitures, permits, licenses and sanitation. Expenditures are for general government, public safety, and public works.

Debt Service Fund - accounts for the resources accumulated and payments made for principal and interest on long-term general obligation debt of governmental funds. The primary source of revenue for debt service is property tax.

Special Revenue Funds - account for revenue sources that are restricted for purposes. The City has fifteen special revenue funds, which include Wastewater Impact Fee, Water Impact Fee, Festivals, Parks Improvement, City Seized Funds, State Seizures, Federal Seizures, Municipal Court Truancy, Municipal Court Jury, Tourism (Hotel Occupancy Tax), Community Development Block Grant, TCOLE Fire, TCOLE Police, Court Technology, and Court Security

Capital Projects Funds are used to account for the expenditures of resources transferred from operating funds, the sale of bonds, and other revenues for capital improvement projects. Projects are budgeted on a project length basis rather than a fiscal year basis, and funding carries over to the next fiscal year if the project is not completed.

Proprietary Type Funds

Enterprise Funds are used to account for services that are financed and operated in a manner similar to private business where the intent of the governing body is that the costs of providing goods and services to the general public will be financed or recovered primarily through user charges. The City operates three

Fund Structure & Basis of Accounting

enterprise funds: Utility System, Surface Water and Solid Waste. The enterprise funds also have corresponding capital project funds.

Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other department or agencies of the City on a cost reimbursement basis. The City has three internal service funds: Fleet Replacement, High-Tech, and Employee Benefits.

Component Unit Funds

Component Units are legally separate organizations for which the elected officials of the primary government are financially accountable. The Development Corporation of Richmond is the only fund in this category. The Development Corporation Richmond is a 4B corporation that is a discretely presented component unit.

Goals & Vision

Vision Statement

Great opportunities and significant challenges are ahead. The goals of the City Commission for this century are to

- Encourage, promote, and welcome expanding residential and business growth and development;
- Provide safe, secure, family-oriented communities;
- Influence, foster and maintain the interest of safety;
- Protect and preserve well-known historic sites and memorabilia and provide a healthy business and economic atmosphere.

It is our belief that each resident and business is of the utmost importance and deserves the very best that taxpayer dollars can provide in order to develop and maintain a city that is financially secure and one in which we can all be proud!

Summary of Organization-wide Goals

Encourage, promote, and welcome expanding residential and business growth and development

Accounting & Collecting

- Provide financial information to City departments, citizens, mayor and commissioners in an effective and timely manner.
- Attract, retain and develop a quality workforce.

Building Department

- To deliver exceptional service while upholding and enforcing Codes and Ordinances that are established or adopted to protect the public health, safety, and welfare of all residents, business owners, and visitors.
- Be proactive and responsive to the needs of citizens of Richmond while enforcing city ordinances.

Customer Service

- Develop a Customer Service and telephone etiquette program.

Development Corporation of Richmond

- Implement recommendations of Target Industry Study.
- Develop and maintain respectful effective working relationships within the development community.
- Establish Farmers Market.

General Government

- Provide city services to citizens of Richmond in the most efficient and effective manner possible.

Goals & Vision

Information Technology

- Continue to upgrade and improve the IT infrastructure, focusing on security and reliability.
- Choose appropriate IT projects and manage these projects to insure the most efficient use of capital and the acquisition of solutions which will provide the highest level of service to the citizens of Richmond.

Municipal Court

- To invest in the development of staff to meet the growth and demands of the City.

Police

- Collaborate with the community to improve the quality of life in Richmond and encourage, promote and welcome expanding residential and business growth and development.

Public Works

- To provide customers with a high standard of courteous and effective service that is responsive to the customer's needs.

Streets

- Provide the traveling public with a safe environment for automobile and pedestrian traffic.

Surface Water

- Maximize surface water production to prolong the need for plant expansion.

Water Distribution

- To provide customers with a high standard of courteous and effective service that is responsive to the customer's needs.

Provide safe, secure, family-oriented communities;

Building Department

- Enhance the livability of neighborhoods by protecting the health, safety and welfare of the residents and visitors by assuring compliance with zoning and general ordinances.

Fire

- To provide a safe, secure and family-oriented community by influencing, fostering and maintaining the interest of safety.

Parks

- Improve efficiency of park maintenance.

Goals & Vision

Planning

- Ensure a well-planned City which is safe, beautiful, and livable through the implementation of the Comprehensive Master Plan, Unified Development Code, and other Master Plans.

Police

- Reduce crime and fear of crime through effective community policing engagement efforts utilizing relational based policing strategies.

Public Works

- Providing reliable and efficient services.
- Acting as first responders in servicing, supporting, and educating the community.
- Responding to current and future needs through creativity and innovation in order to maintain and enhance the community's essential life services.

Sanitation

- To promote and support a high quality of life for the citizens of Richmond by providing a comprehensive, responsive, environmentally safe, efficient, and cost-effective solid waste collection program.

Streets

- Rehabilitation of priority sidewalks.
- Maintain and update street inventory, sign inventory and asset inventory program.

Surface Water

- Provide a sustainable supply of excellent quality surface water.

Water Distribution

- Operate and maintain water production infrastructure in a manner to deliver safe, clean, and reliable potable water for use by the City's customers.

Water Production

- Operate and maintain water production infrastructure in a manner to deliver safe, clean, and reliable potable water for use by the City's customers.

Influence, foster and maintain the interest of safety;

Building Department

- Provide prompt, courteous, and professional service to our citizens.

Emergency Management

- Update Comprehensive Emergency Plans: Review existing emergency operations plans, procedures, ordinances and related documents; ensure compliance with NIMS and Homeland Security Directives. Make recommendations for changes or enhancements.

Goals & Vision

Fire Marshal

- Fire Prevention and Inspections: Committed to providing our community with a professional fire and life safety program through fire protection plan reviews, informative occupancy inspections, effective fire and life safety enforcement, public fire prevention and safety education, with the overall goal of reducing the loss of life and property.

General Government

- Work to implement most economical rate for surface water.

Information Technology

- Document application software and multi-user hardware installations and provide proactive support on UPS, data backup, and hardware thus minimizing outages that may cause system downtime.

Police

- Provide excellent core policing services to the community while maintaining a high level of customer service.

Street

- Encourage and promote employees to receive continuing education.

Water Distribution

- To be compliant with all applicable Local, State, and Federal environmental laws and policies.

Water Production

- To be compliant with all applicable Local, State, and Federal environmental laws and policies.

Wastewater Collection

- Convey wastewater from the customer to the treatment plant in compliance with all regulatory requirements and as effectively as possible.

Wastewater Treatment

- Treat wastewater to a level that is compliant with all regulatory requirements and as efficiently as possible.

Protect and preserve well-known historic sites and memorabilia and provide a healthy business and economic atmosphere.

Building Department

- To improve and maintain quality of life for neighborhoods throughout the City on private property.

Development Corporation of Richmond

- Strengthen the awareness and image of Richmond throughout the region.

Goals & Vision

General Government

- Improve records imaging and indexing system.

Facilities

- Provide a safe, clean and comfortable work environment for employees and the City's customers.
- To manage facilities in a safe and secure manner ensuring the optimum comfort level for employees and citizens.

Meter

- Maintain accounts with meters that are changed out according to manufacture specifications.
- Complete routine billing work orders in a timely manner.

Municipal Court

- Continue to improve technology in the Court Department to strengthen the image of Richmond.
- Stay in contact with local non-profit organizations that help with the rehabilitation and preservation of Richmond's neighborhoods, to add to the community service list.

Planning

- Maintain a Geographical Information System in the City and support other departments as necessary.

Water Production

- Maintain production facility infrastructure to extend the useful life of equipment and assets.

Comprehensive Master Plan Priorities.

- A. Use annexation as a strategic growth tool to expand Richmond's population and tax base.
- B. Leverage Public investments to enhance the existing community and promote growth.
- C. Strengthen transportation connections and increase choices between ways to travel.
- D. Elevate the appearance, quality, and compatibility of development.
- E. Create mixed-use activity centers that serve as community destinations.
- F. Rehabilitate and preserve Richmond's existing neighborhoods and community assets.
- G. Partner with existing local businesses to assist in their success and improve access to resources.
- H. Diversify Richmond's business and employer mix through innovation and strategic recruitment.
- I. Enhance and preserve Richmond's natural amenities.
- J. Strengthen the awareness and image of Richmond throughout the region.

Summary of Comprehensive Master Plan Top-Ranked Priorities

- A. Use annexation as a strategic growth tool to expand Richmond's population and tax base.**
 - ✓ Public Works - Complete assessments and master plans for water, wastewater, reuse and storm water to ensure adequate capacities are available for future growth and address any deficiencies.

Goals & Vision

B. Leverage Public investments to enhance the existing community and promote growth.

- ✓ Fire - To provide a safe, secure and family-oriented community by influencing, fostering and maintaining the interest of safety.
- ✓ Police - Respond effectively and within a timely manner to community concerns and complaints.

C. Strengthen transportation connections and increase choices between ways to travel.

- ✓ Vehicle Maintenance - Maintain and ensure a safe operating fleet.

D. Elevate the appearance, quality, and compatibility of development.

- ✓ Building Department - Continue to educate staff on the Unified Development Code and the different types of zoning.

E. Create mixed-use activity centers that serve as community destinations.

- ✓ Development Corporation of Richmond - Prepare for development of a Richmond Business Park.

F. Rehabilitate and preserve Richmond's existing neighborhoods and community assets.

- ✓ Building Department - Meets needs and expectations for encouraging and promoting a welcoming atmosphere as well as providing a safe, secure and family oriented community. By maintaining easements and addressing neglected properties on a regular and reliable basis, we serve to protect property values and provide an appealingly and beautiful city.
- ✓ Parks - Maintain landscapes and appearance of City facilities and monuments.

G. Partner with existing local businesses to assist in their success and improve access to resources.

H. Diversify Richmond's business and employer mix through innovation and strategic recruitment.

- ✓ Development Corporation of Richmond - Prepare an Economic Development Plan.

I. Enhance and preserve Richmond's natural amenities.

- ✓ Parks - Provide a safe and esthetically pleasing park environment for citizens and visitors.

J. Strengthen the awareness and image of Richmond throughout the region.

Goals & Vision

- ✓ Development Corporation of Richmond - Identify and focus on up to three key investments and/or image-setting areas of Richmond.
- ✓ Emergency Management - Enhance Community Resiliency: Work with internal and external customers/partners to identify ways we can better manage, reduce or mitigate homeland security and emergency risks from natural, technological or terrorism events using an “All Hazards Approach”.
- ✓ Facilities - Continuously seek ways to improve the service to our employees, citizens and visitors to our city.

Staffing Levels

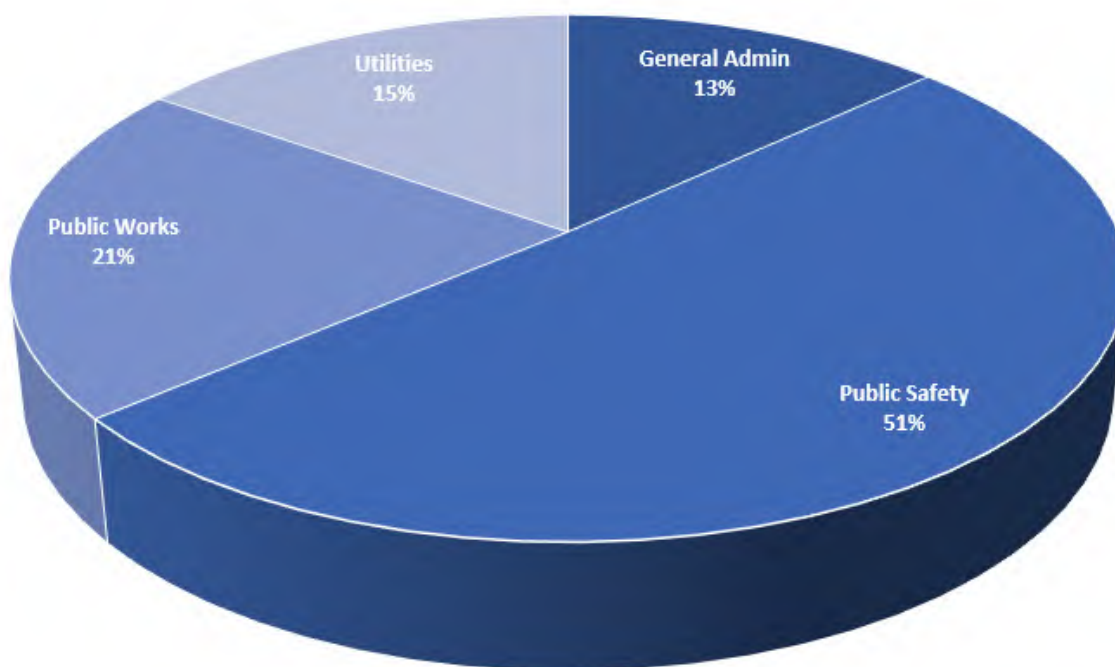
FY22 Budget

The number of budgeted Full Time Equivalent (FTE) positions included in the FY22 Budget totals 183.4. There were no additions included in staffing.

Employees by Service Areas

The chart below shows the distribution of the 183.4 FTEs by Service Area. General Administration is comprised of all administrative services within the City, such as General Government, Human Resources, Finance, and Information Technology. Public Works includes Parks, Streets, Fleet, Facilities, Planning, and Building. Utilities includes Customer Service, Meter, Water Production, Water Distribution, Wastewater Collections, Wastewater Treatment and Surface Water. Public safety makes up most of the distribution of employees within the city at 51%. Public Safety includes Police, and Fire (including Fire Marshal and Emergency Management).

Employees by Service Area



Historical Detail of Full-Time Equivalents (FTEs)	2020	2021	2022
	Actual	Estimate	Budget
10 - General Fund			
5100 - General Government			
City Manager	1.0	1.0	1.0
City Attorney	1.0	1.0	1.0
City Secretary	1.0	1.0	1.0
Economic Development Director	1.0	1.0	1.0
Communication Specialist	1.0	1.0	1.0
Executive Secretary	0.0	1.0	1.0
Administrative Assistant	1.0	0.0	0.0
5100 - General Government Total	6.0	6.0	6.0
5102 - Human Resources			
Human Resources Director	1.0	1.0	1.0
Human Resources Coordinator	1.0	1.0	1.0
5102 - Human Resources Total	2.0	2.0	2.0
5105 - Public Works			
Executive Secretary	1.0	1.0	1.0
Administrative Manager	1.0	1.0	1.0
ACM/Community Development	0.0	1.0	1.0
Asst. City Manager / Community Development	1.0	0.0	0.0
5105 - Public Works Total	3.0	3.0	3.0
5115 - Information Technology			
IT Analyst	1.0	1.0	1.0
Information Systems Coordinator	1.0	1.0	1.0
5115 - Information Technology Total	2.0	2.0	2.0
5110 - Vehicle Maintenance			
Mechanic II	1.0	1.0	1.0
Mechanic III	1.0	1.0	0.0
Fleet Supervisor	0.0	0.0	1.0
5110 - Vehicle Maintenance Total	2.0	2.0	2.0
5120 - Streets			
Assistant Public Works Director	1.0	1.0	1.0
Foreman	1.0	1.0	0.0
Field Supervisor	0.0	0.0	1.0
Crew Chief	2.0	2.0	2.0
Easement Maintenance Specialist	1.0	1.0	1.0
Equipment Operator	3.0	3.0	3.0
Equipment Operator II	3.0	3.0	3.0
Sign Tech	1.0	1.0	1.0
Street Superintendent	1.0	1.0	1.0
Laborer PT	0.5	0.5	0.5
5120 - Streets Total	13.5	13.5	13.5
5140 - Police			
Police Chief	1.0	1.0	1.0
Assistant Police Chief	1.0	1.0	1.0
Executive Secretary	0.0	1.0	1.0
Administrative Assistant	1.0	0.0	0.0
Police Lieutenant	4.0	4.0	4.0
Police Sergeant	3.0	3.0	3.0
Detective	3.0	3.0	3.0
Police Corporal	3.0	3.0	3.0
Police Officer	17.0	17.0	17.0
K9 Officer	1.0	1.0	1.0
Technology Officer	1.0	1.0	1.0
Crime Scene Investigator	2.0	2.0	2.0
Records Specialist	1.0	1.0	1.0
Telecommunicator	10.0	10.0	7.0
Telecommunicator PT	0.5	0.5	0.5

Historical Detail of Full-Time Equivalents (FTEs)				
	2020	2021	2022	
	Actual	Estimate	Budget	
Telecommunicator II	0.0	0.0	1.0	
Telecommunicator III	0.0	0.0	2.0	
Custodian	1.0	1.0	1.0	
5140 - Police Total	49.5	49.5	49.5	
5150 - Fire				
Fire Chief	1.0	1.0	1.0	
Assistant Fire Chief	1.0	1.0	1.0	
Administrative Coordinator	1.0	1.0	1.0	
Battalion Chief	3.0	3.0	3.0	
Training Chief	1.0	1.0	1.0	
Lieutenant	9.0	9.0	9.0	
Firefighters	21.0	21.0	21.0	
Part-Time Firefighters	2.4	2.4	2.4	
Code Enforcement Officer	1.0	0.0	0.0	
5150 - Fire Total	40.4	39.4	39.4	
5152 - Emergency Management				
Emergency Management Coordinator	1.0	1.0	1.0	
5152 - Emergency Management Total	1.0	1.0	1.0	
5153 - Fire Marshal				
Fire Marshal	1.0	1.0	1.0	
Arson Investigator	2.0	2.0	2.0	
5153 - Fire Marshal Total	3.0	3.0	3.0	
5159 - Building				
Assistant Building Official	0.0	0.0	1.0	
Building Official	1.0	1.0	1.0	
Water Quality & Code Compliance Supervisor	0.0	1.0	0.0	
Senior Inspector	1.0	0.0	0.0	
Inspector	1.0	2.0	0.0	
Permits Inspector	0.0	0.0	2.0	
Lead Permits Specialist	1.0	1.0	1.0	
Permits Specialist	2.0	2.0	2.0	
Code Enforcement Officer	0.0	1.0	2.0	
5159 - Building Total	6.0	8.0	9.0	
5160 - Parks				
Foreman	1.0	1.0	0.0	
Field Supervisor	0.0	0.0	1.0	
Crew Chief	1.0	0.0	0.0	
Parks Crew Lead Worker	0.0	1.0	1.0	
Parks Landscape Technician	4.0	4.0	4.0	
5160 - Parks Total	6.0	6.0	6.0	
5170 - Facilities				
Facility Operations Technician	1.0	1.0	1.0	
Custodian	1.0	1.0	1.0	
5170 - Facilities Total	2.0	2.0	2.0	
5175 - Planning				
Planning Director	1.0	1.0	1.0	
Planner	0.0	2.0	0.0	
Associate Planner	1.0	0.0	0.0	
GIS Specialist	1.0	0.0	0.0	
Planner I	0.0	0.0	1.0	
Planner II	0.0	0.0	1.0	
5175 - Planning Total	3.0	3.0	3.0	
5180 - Municipal Court				
Court Administrator	1.0	1.0	1.0	
Court Clerk	2.0	2.0	2.0	
Bailiff	1.0	1.0	1.0	
5180 - Municipal Court Total	4.0	4.0	4.0	

Historical Detail of Full-Time Equivalents (FTEs)	2020	2021	2022
	Actual	Estimate	Budget
10 - General Fund Total	143.4	144.4	145.4
20 - Utilities Fund			
5200 - Accounting & Collecting			
Finance Director	1.0	1.0	1.0
Assistant Finance Director	0.0	1.0	1.0
Senior Accountant	1.0	1.0	1.0
Financial Analyst	1.0	1.0	2.0
Accounts Payable Specialist	1.0	1.0	1.0
Comptroller	1.0	0.0	0.0
Quality Assurance Coordinator	1.0	1.0	0.0
5200 - Accounting & Collecting Total	6.0	6.0	6.0
5210 - Customer Service			
Comptroller	0.0	1.0	1.0
Utility Billing/Customer Service Supervisor	1.0	1.0	1.0
Customer Service Specialist	2.0	2.0	2.0
Billing Specialist	1.0	0.0	0.0
5210 - Customer Service Total	4.0	4.0	4.0
5215 - Meter			
Customer Service Technician	2.0	2.0	2.0
5215 - Meter Total	2.0	2.0	2.0
5260 - Water Production			
Foreman	1.0	1.0	0.0
Field Supervisor	0.0	0.0	1.0
Plant Operator II	2.0	0.0	0.0
Utilities Coordinator	1.0	0.0	0.0
Groundwater Operator II	0.0	0.0	2.0
Water Operator II	0.0	2.0	0.0
5260 - Water Production Total	4.0	3.0	3.0
5265 - Water Distribution			
Foreman	1.0	1.0	0.0
Field Supervisor	0.0	0.0	1.0
Crew Chief	1.0	1.0	0.0
Equipment Operator II	2.0	2.0	0.0
Field Operations Superintendent	1.0	1.0	1.0
Maintenance Worker II	3.0	3.0	0.0
Maintenance Worker	1.0	1.0	0.0
Construction Inspector	0.0	1.0	1.0
Construction Inspector *	0.5	0.0	0.0
Utility Operator II	0.0	0.0	3.0
Utility Equipment Operator II	0.0	0.0	2.0
Utility Crew Chief	0.0	0.0	1.0
Utility Operator I	0.0	0.0	1.0
5265 - Water Distribution Total	9.5	10.0	10.0
5270 - Wastewater Collection			
Crew Chief	1.0	1.0	1.0
Maintenance Worker II	1.0	2.0	0.0
Maintenance Worker	1.0	0.0	0.0
Construction Inspector *	0.5	0.0	0.0
Utility Operator II	0.0	0.0	2.0
5270 - Wastewater Collection Total	3.5	3.0	3.0
5275 - Wastewater Treatment			
Foreman	2.0	2.0	0.0
Field Operations Superintendent	1.0	1.0	1.0
Maintenance Worker II	0.0	1.0	0.0
Maintenance Worker	2.0	1.0	0.0
Wastewater Plant Operator	2.0	2.0	1.0
Wastewater Plant Operator II	1.0	1.0	0.0
Wastewater Chief Operator	0.0	0.0	0.0
Wastewater Operator II	0.0	0.0	2.0

Historical Detail of Full-Time Equivalents (FTEs)				
	2020	2021	2022	
	Actual	Estimate	Budget	
Chief Operator (Wastewater)	0.0	0.0	1.0	
Facility Maintenance Foreman	0.0	0.0	1.0	
Wastewater Operator I	0.0	0.0	1.0	
5275 - Wastewater Treatment Total	8.0	8.0	7.0	
20 - Utilities Fund Total	37.0	36.0	35.0	
22 - Surface Water Fund				
5222 - Surface Water				
Surface Water Operations Manager	0.0	1.0	1.0	
Surface Water Plant Lead Operator	2.0	1.0	1.0	
Surface Water Plant Operator	1.0	1.0	1.0	
5222 - Surface Water Total	3.0	3.0	3.0	
22 - Surface Water Fund Total	3.0	3.0	3.0	
Grand Total	183.4	183.4	183.4	

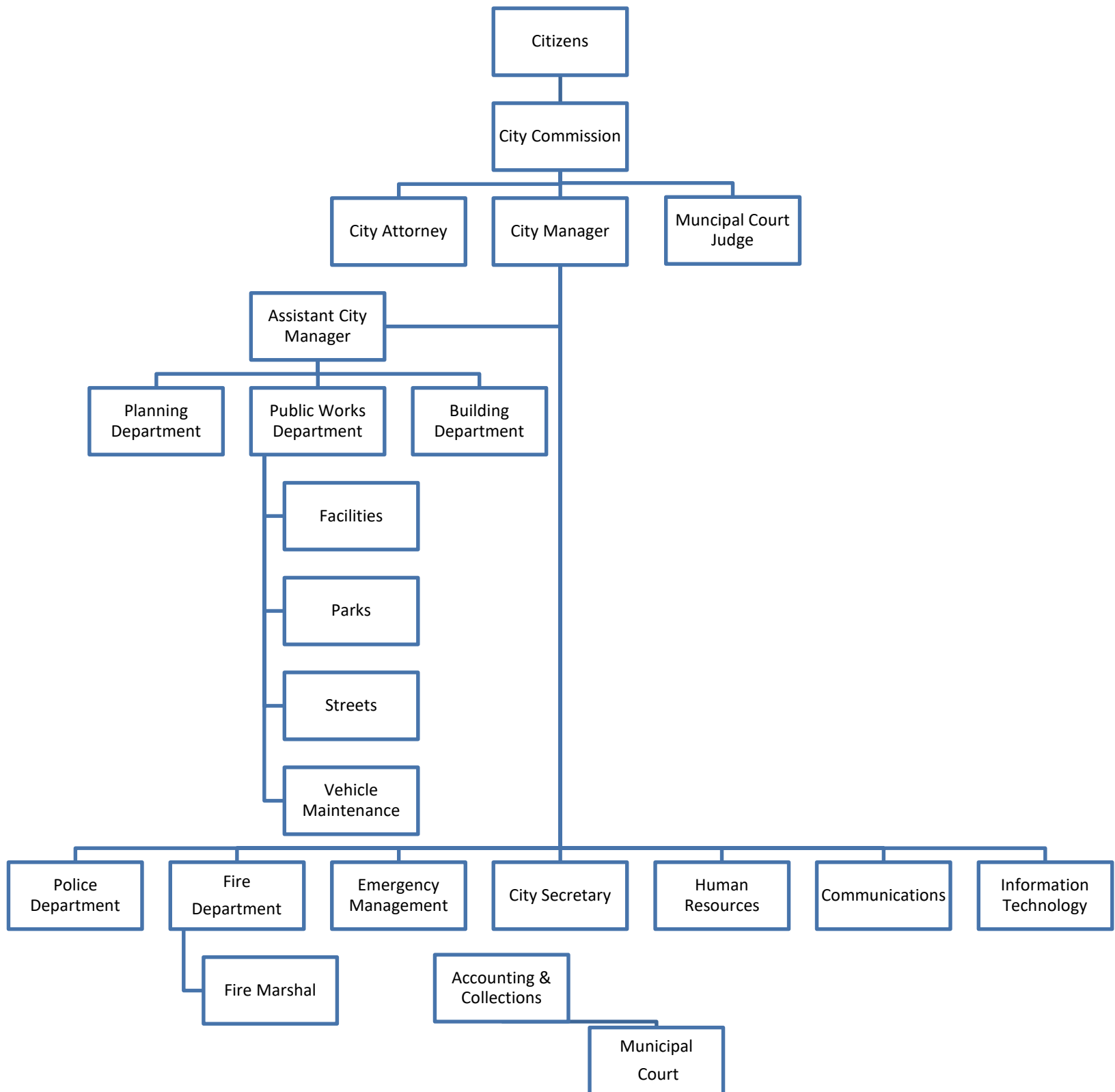


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GENERAL FUND

General Fund



General Fund

The General Fund is used to account for all activity not properly accounted for in other fund types. The primary revenue categories include property tax, sales and other taxes (franchise fees), licenses and permits, fines and forfeitures, and charges for services. Expenditures include General Government, Human Resources, Public Works, Vehicle Maintenance (Fleet), Information Technology, Streets, Police, Fire, Emergency Management, Fire Marshal, Building Permits, Parks Facilities, Planning, and Municipal Court. The Budgetary fund balance is the audited fund balance for the prior year inclusive of estimates for year-end projections and the current budget.

Fiscal Year 2021

Total revenues

Total revenues are projected at \$18.7 million. Property taxes are anticipated to come in less than budget, due to lower delinquent and penalty revenues. Sales tax is projected to come in at \$6.8 million, which is higher than budgeted. This increase in sales tax projections is the result of higher than anticipated collections. Fines and Forfeitures are projected to come in lower than budget, however, other revenues are anticipated to come in higher than anticipated. This includes anticipated higher revenues in Licenses and Permits driven by new development. It should be noted that Intergovernmental revenues include CARES act funding that was awarded to the City as a result of the COVID-19 pandemic.

Total expenditures

General Fund departmental expenditures are projected to end the year better than expected. The expenditure savings are driven by lower expenditures in salary and benefits.

Total fund balance

The fund balance is projected to be \$6.3 million as of September 30, 2021. This fund balance is approximately \$1.8 million greater than the policy requirement which is 90 days of expenditures.

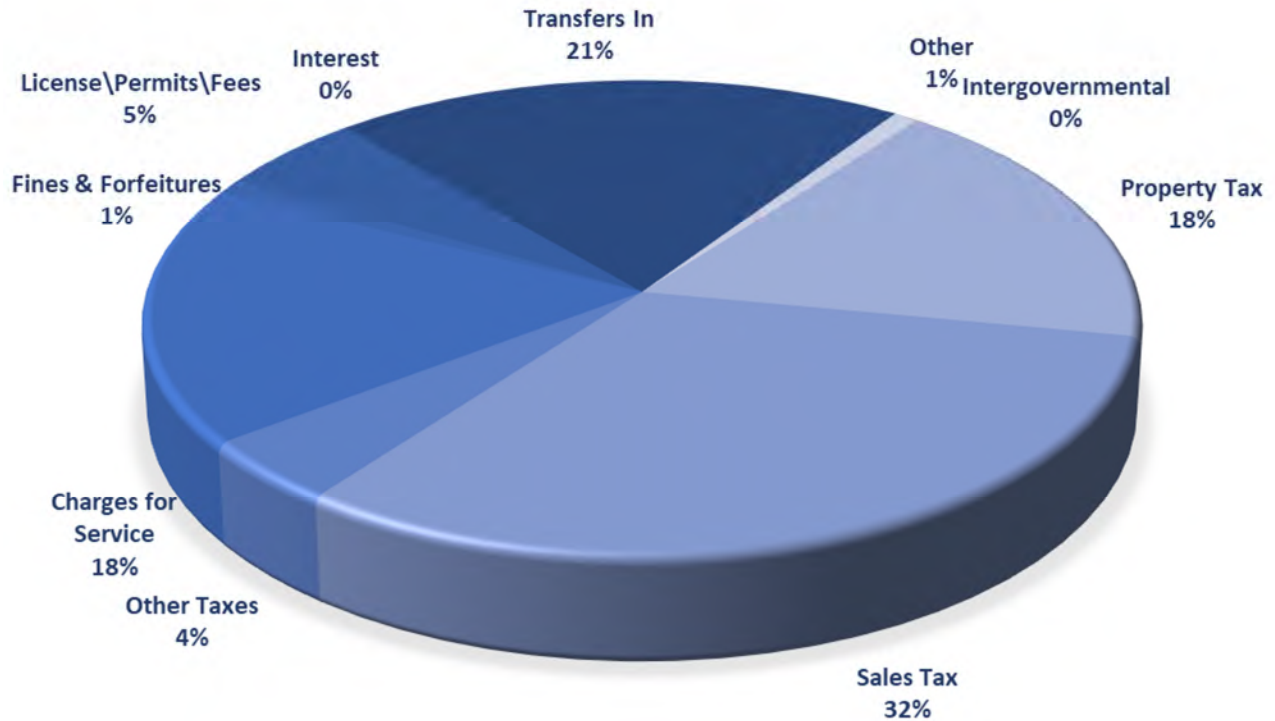
Fiscal Year 2022

Budgeted revenues

The budgeted revenues total of \$17.9 million. The chart below shows a breakdown of General Fund revenues by type.

General Fund

GENERAL FUND REVENUES



Sales tax revenue of \$5.8 million represents the largest portion of General Fund operating revenues at 33.0%. Sales tax is highly dependent on economic conditions and can fluctuate each year. As a result of this risk, there are management control decisions that allow for the timing of release of expenditure funding that act as a circuit breaker to ensure financial stability. These management control decisions include the use of a contingency budget for operations, use of a conservative offset to salary savings, and the ability to slow or halt the contribution to fleet replacement and high-tech fund.

General Fund

The budget incorporates a conservative estimate of property taxes at approximately \$3.15 million and assumes a tax rate that is higher than the voter-approval tax rate but lower than the de minimis tax rate provision as they apply to cities with a population under 30,000. The voter approval rate represents a 3.5% increase over the no-new-revenue tax rate, and the de minimis tax rate is the rate that generates an increase in taxes at an amount less than or equal to \$500,000. The nominal tax rate is assumed to decrease to \$0.680000.

A total of approximately \$3.7 million are budgeted as transfers into to the General Fund. These transfers are from the Utility System for overhead costs and from the Development Corporation Richmond to reimburse cost for Economic Development staff and activity, as well as for cost allocation for management of the program.

Other taxes total \$792,074 and are made up of franchise payments the City receives from electric, natural gas, cable, and telephone providers for use of the City's right-of-way. Licenses and Permits revenue is budgeted at \$946,000. Charges for services are budgeted at \$3.17 million and are made up of fire protection fees and other service charges. The remaining income totals \$364,383 and is made up of fines and forfeitures, interest income, intergovernmental and other miscellaneous revenues.

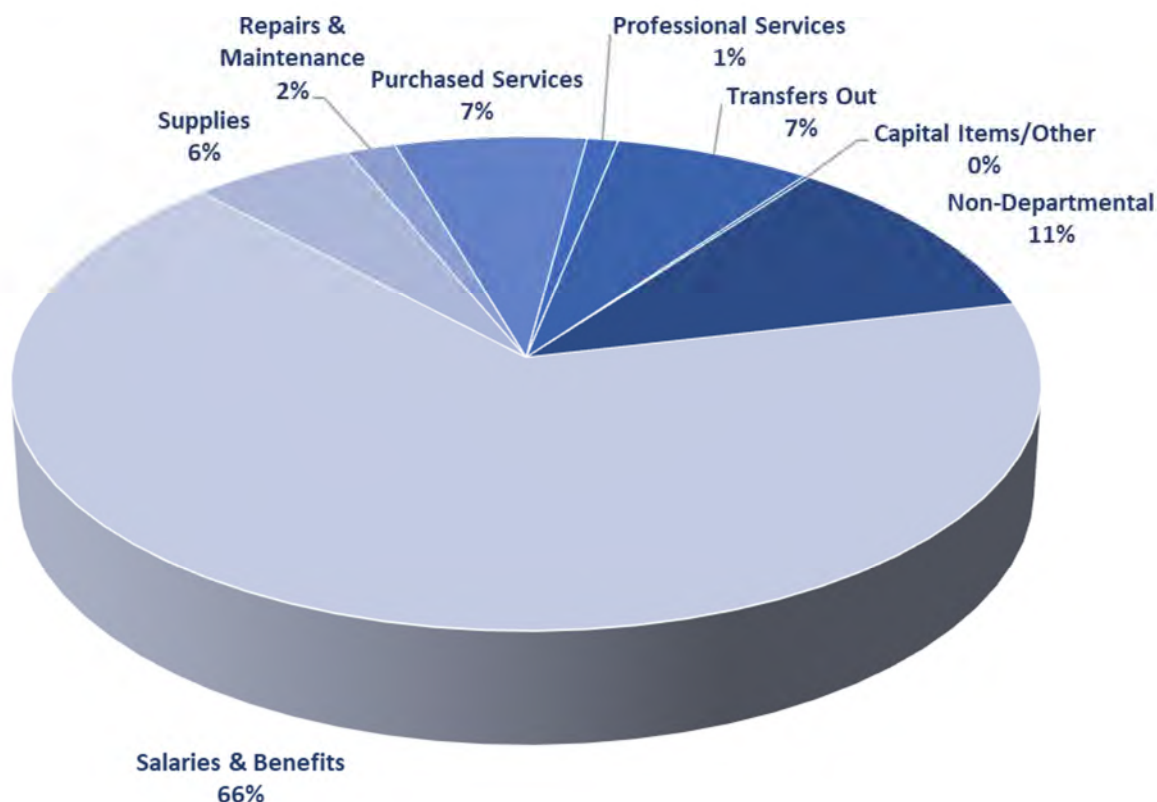
Budgeted expenditures

The General Fund budget includes expenditures that total \$19.48 million for FY22. Of this total, \$15.97 million is for departmental expenditures, \$2.17 million is for non-departmental expenditures (including rebates & assignments, contingency and other miscellaneous expenditures), and the remaining \$1.34 million is budgeted as a transfer out for Fleet and Hi-Tech Replacement.

One-time funding included in the FY22 budget totals \$1.6 million. This includes: \$35,000 for a tractor, \$305,000 for key issue reserves, \$305,000 for City Commission reserves, and \$943,500 for transfer to Hi-Tech replacement fund.

General Fund

EXPENDITURES



Budgeted fund balance

The fund balance ending of \$4,805,040 is 90 days, which is in line with the reserve policy requirement, of 90 days of recurring budgeted expenditures. The FY22 budget is anticipated to have \$1.54 million in revenues under expenditures as a planned one-time drawdown.

General Fund Income Statement

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	Changes	Annual
	Actuals	Budget	Estimates	Budget		Budget
Revenue						
Operating						
Property Tax	3,030,527	3,038,632	3,009,632	3,157,967	-	3,157,967
Sales Tax	5,667,702	5,400,000	6,790,500	5,798,000	-	5,798,000
Other Taxes	780,323	862,700	762,700	792,074	-	792,074
Charges for Service	4,542,040	2,881,000	2,863,192	3,173,007	-	3,173,007
Fines & Forfeitures	271,746	370,000	185,000	187,250	-	187,250
License\Permits\Fees	690,928	666,000	943,000	946,000	-	946,000
Other	51,144	64,000	37,000	64,000	-	64,000
Interest	52,384	50,000	5,000	10,000	-	10,000
Intergovernmental	-	551,463	551,463	-	3,133	3,133
Operating Total	15,086,794	13,883,795	15,147,487	14,128,298	3,133	14,131,431
Non-Operating						
Transfers In	3,476,691	3,439,311	3,439,311	3,713,030	-	3,713,030
Other	-	100,000	100,000	100,000	-	100,000
Non-Operating Total	3,476,691	3,539,311	3,539,311	3,813,030	-	3,813,030
Revenue Total	18,563,485	17,423,106	18,686,798	17,941,328	3,133	17,944,461
Expenditure						
Operating						
Salaries & Benefits	11,329,853	12,690,957	12,015,957	13,484,273	(500,000)	12,984,273
Supplies	1,208,680	1,833,992	1,833,992	1,116,613	-	1,116,613
Repairs & Maintenance	337,783	457,481	532,481	327,130	-	327,130
Purchased Services	2,592,516	1,176,119	1,176,119	1,293,951	6,265	1,300,216
Professional Services	218,608	210,093	210,093	210,093	-	210,093
Capital Items/Other	145,904	21,683	21,683	-	35,000	35,000
Operating Total	15,833,344	16,390,325	15,790,325	16,432,060	(458,735)	15,973,325
Non-Operating						
Non-Departmental	758,124	1,112,170	1,181,770	1,065,096	1,110,000	2,175,096
Transfers Out	511,021	1,161,784	1,161,784	394,500	943,500	1,338,000
Non-Operating Total	1,269,145	2,273,954	2,343,554	1,459,596	2,053,500	3,513,096
Expenditure Total	17,102,489	18,664,279	18,133,879	17,891,656	1,594,765	19,486,421
Revenue Over/(Under) Expenditures	1,460,996	(1,241,173)	552,919	49,672	(1,591,632)	(1,541,960)
Beginning Fund Balance	5,688,027	7,149,023	7,149,023	7,701,942		7,701,942
Ending Fund Balance	7,149,023	5,907,850	7,701,942	7,751,614		6,159,982
Accrued Taxes	(1,354,942)	(1,354,942)	(1,354,942)	(1,354,942)		(1,354,942)
Net Available Fund Balance	5,794,081	4,552,908	6,347,000	6,396,672		4,805,040
Fund Bal as % of Exp	33.9%	24.4%	35.0%	35.8%		24.7%
Fund Bal in Days	124	89	128	130		90

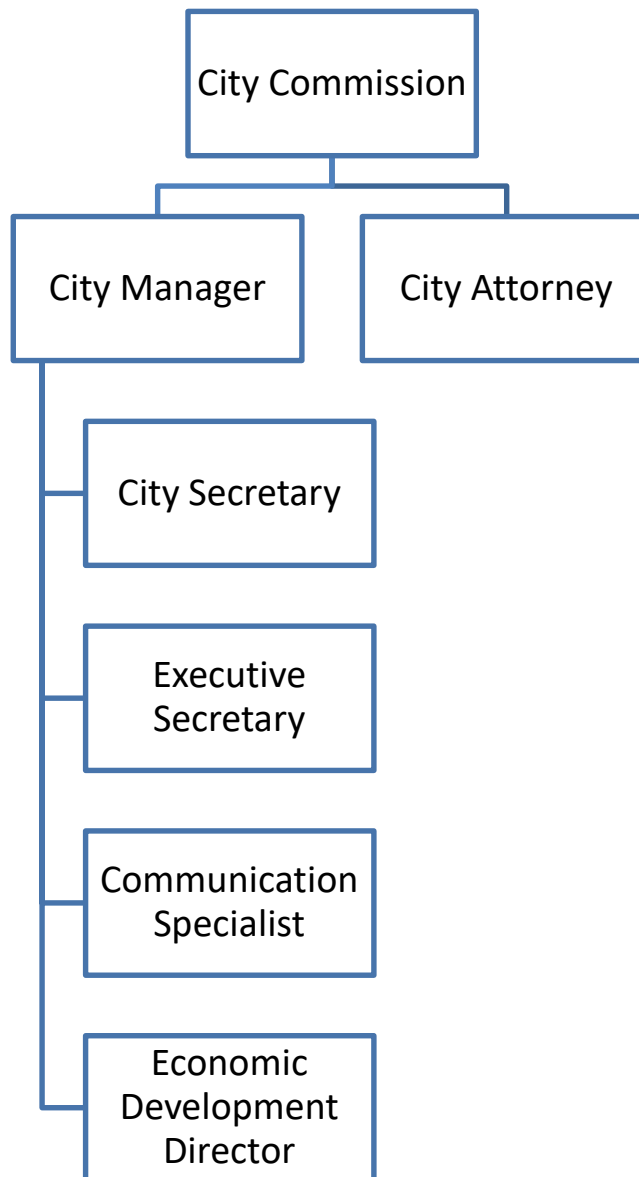
Schedule of Revenues

		FY20	FY21	FY21	FY22	FY22	FY22
		Prior Year	Current	Year-End	Base Budget	Changes	Annual Budget
		Actuals	Budget	Estimates			
Property Tax	Property Tax Current	2,897,582	2,923,632	2,923,632	3,071,967	-	3,071,967
	Property Tax Delinquent	94,040	65,000	50,000	50,000	-	50,000
	Tax Penalty And Interest	38,905	50,000	36,000	36,000	-	36,000
Property Tax Total		3,030,527	3,038,632	3,009,632	3,157,967	-	3,157,967
Sales Tax	Sales Tax	5,667,702	5,400,000	6,790,500	5,798,000	-	5,798,000
Sales Tax Total		5,667,702	5,400,000	6,790,500	5,798,000	-	5,798,000
Other Taxes	Franchise Fees	768,560	844,000	744,000	773,374	-	773,374
	Mixed Beverage Tax	11,763	18,700	18,700	18,700	-	18,700
Other Taxes Total		780,323	862,700	762,700	792,074	-	792,074
Charges for Service	Fire Protection Fees	2,779,261	2,880,000	2,862,192	3,172,007	-	3,172,007
	Service Charges	1,600	1,000	1,000	1,000	-	1,000
	Solid Waste Fees	1,761,178	-	-	-	-	-
Charges for Service Total		4,542,040	2,881,000	2,863,192	3,173,007	-	3,173,007
Fines & Forfeitures	Court Fines	271,746	370,000	185,000	187,250	-	187,250
Fines & Forfeitures Total		271,746	370,000	185,000	187,250	-	187,250
Interest	Interest Income	52,384	50,000	5,000	10,000	-	10,000
Interest Total		52,384	50,000	5,000	10,000	-	10,000
Intergovernmental	Intergovernmental	-	551,463	551,463	-	3,133	3,133
Intergovernmental Total		-	551,463	551,463	-	3,133	3,133
License\Permits\Fees	Amusement Redemption Fees	15,500	16,000	16,000	16,000	-	16,000
	Inspection Fees	237,370	200,000	200,000	200,000	-	200,000
	License And Permits	297,947	300,000	569,000	580,000	-	580,000
	Plan Review Fees	140,112	150,000	158,000	150,000	-	150,000
License\Permits\Fees Total		690,928	666,000	943,000	946,000	-	946,000
Other	Other Income	7,527	38,000	11,000	38,000	-	38,000
	Reimbursements	34,164	26,000	26,000	26,000	-	26,000
	Capital Contribution Mud 215	9,453	-	-	-	-	-
	Insurance Reimbursements	-	100,000	100,000	100,000	-	100,000
Other Total		51,144	164,000	137,000	164,000	-	164,000
Transfers In	Transfers From Other Funds	3,476,691	3,439,311	3,439,311	3,713,030	-	3,713,030
Transfers In Total		3,476,691	3,439,311	3,439,311	3,713,030	-	3,713,030
Total Revenue		18,563,485	17,423,106	18,686,798	17,941,328	3,133	17,944,461

Summary of Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	Changes	Annual
	Actuals	Budget	Estimates	Budget		Budget
General Government	1,836,331	1,434,675	1,412,927	1,485,554	-	1,485,554
Human Resources	308,350	399,809	395,149	453,026	-	453,026
Public Works	473,690	483,393	473,568	500,065	-	500,065
Vehicle Maintenance	201,865	249,130	245,572	228,763	-	228,763
Information Technology	344,351	271,940	241,784	304,568	-	304,568
Streets	1,487,258	1,505,370	1,513,273	1,256,366	35,000	1,291,366
Solid Waste	1,476,646	-	-	-	-	-
Police	4,124,006	4,909,502	4,584,323	5,088,407	6,265	5,094,672
Fire Department	4,405,790	4,497,170	4,410,746	4,716,147	-	4,716,147
Emergency Management	283,982	594,625	572,831	148,680	-	148,680
Fire Marshal	347,733	301,514	304,742	420,276	-	420,276
Building Permits	482,411	746,129	690,990	814,404	-	814,404
Parks	344,450	480,966	480,674	483,067	-	483,067
Facilities	242,031	373,976	373,976	386,303	-	386,303
Planning	298,007	317,580	317,580	357,774	-	357,774
Municipal Court	445,587	340,546	363,190	365,660	-	365,660
Non-Departmental	-	1,757,954	1,752,554	882,596	1,553,500	2,436,096
	17,102,489	18,664,279	18,133,879	17,891,656	1,594,765	19,486,421

General Government



General Government

Mission Statement

The mission of the General Government Department is to effectively execute City Commission policies, programs and directives; administer and manage city operations in an organized, efficient and effective manner, and to respond promptly to citizen inquiries and requests with a high level of professionalism.

Departmental Overview

This department provides professional leadership and management through the direction, administration and execution of City policy under the guidelines of the City Commission to maximize the effectiveness and efficiency of the City operations. The City Manager is appointed by the City Commission. The City Secretary, who works under the direction of the City Manager, is also in the General Government Department.

Programs of Service

The General Government Department provides for the overall Administration of the City through the **City Manager**, provides legal services through the **City Attorney**, and acts as the official record keeper through the **City Secretary**.

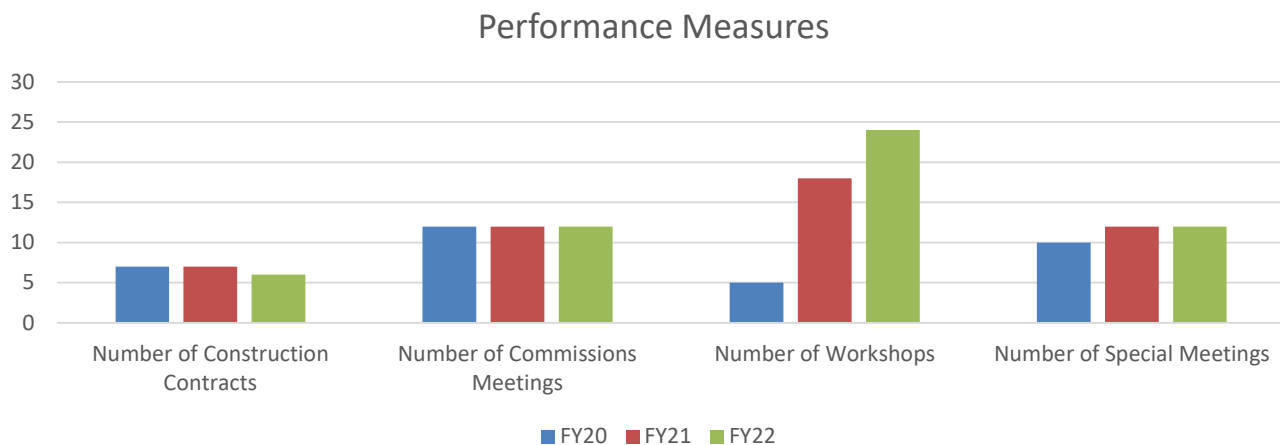
FY22 Objectives

- Organization-wide Goal
 - Facilitate and participate in leadership strategic planning retreat
 - Strategic objectives of staff
 - Create strategic advisory committee for future GO bond election
 - Negotiate opportunities for future annexation

There are no changes included in the budget.

General Government

Performance Measures

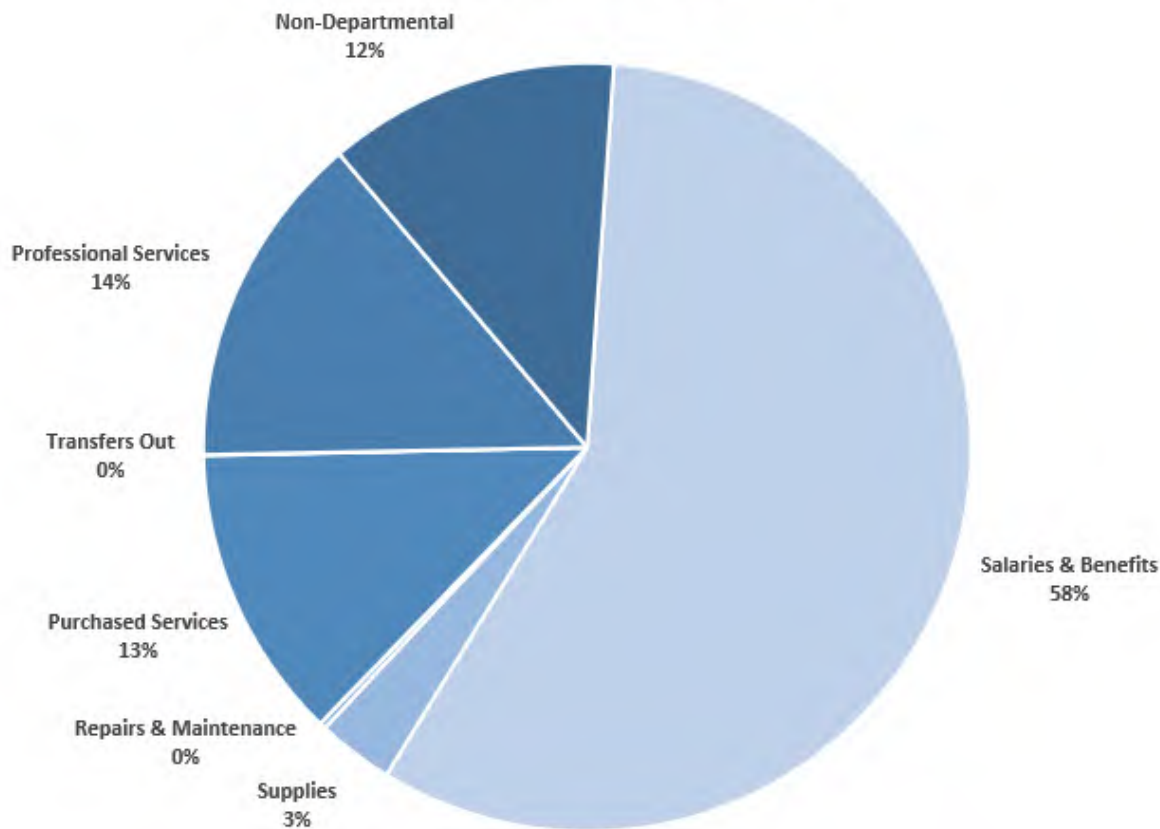


Departmental Expenditures

	FY20 Prior Year Actuals	FY21 Current Budget	FY21 Year-End Estimates	FY22 Base Budget	FY22 Changes	FY22 Annual Budget
General Government						
Salaries & Benefits	674,870	781,342	759,594	856,323	-	856,323
Supplies	37,710	47,761	47,761	47,760	-	47,760
Repairs & Maintenance	7,614	54,000	54,000	4,000	-	4,000
Purchased Services	162,174	181,572	181,572	184,572	-	184,572
Professional Services	209,828	210,000	210,000	210,000	-	210,000
Non-Departmental	744,135	160,000	160,000	182,500	-	182,500
Transfers Out	-	-	-	400	-	400
Total Expenditures	1,836,331	1,434,675	1,412,927	1,485,554	-	1,485,554

General Government

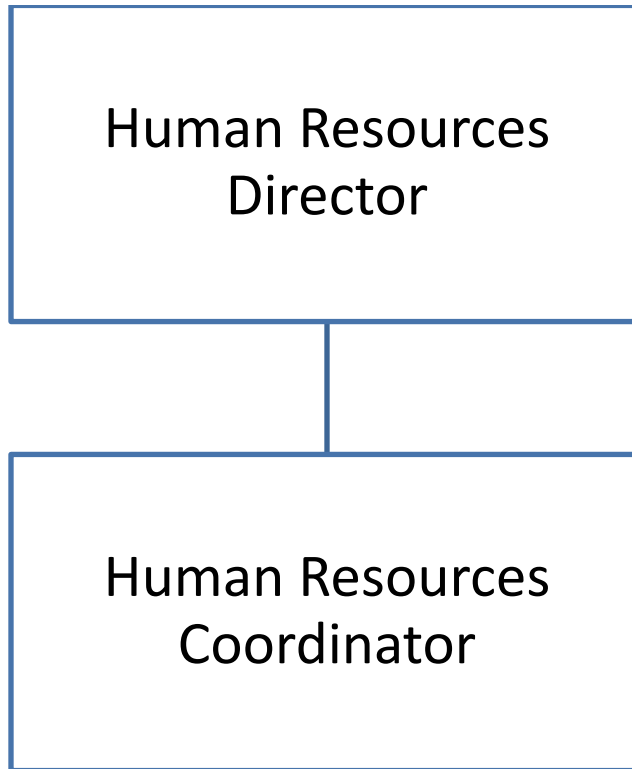
Annual Expenditures by Category



Historical Detail of Full-Time Equivalents (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
10 - General Fund			
5100 - General Government			
Administrative Assistant	1.0	0.0	0.0
City Attorney	1.0	1.0	1.0
City Manager	1.0	1.0	1.0
City Secretary	1.0	1.0	1.0
Communication Specialist	1.0	1.0	1.0
Economic Development Director	1.0	1.0	1.0
Executive Secretary	0.0	1.0	1.0
5100 - General Government Total	6.0	6.0	6.0
10 - General Fund Total	6.0	6.0	6.0

Human Resources



Human Resources

Mission Statement

The mission of the Human Resources department is to support the goals and challenges of the City by providing excellence in human resource systems and risk management programs that support a work environment characterized by fair treatment of staff, open communication, personal accountability, trust and mutual respect. We seek and provide innovative solutions to help the organization achieve excellence in delivering public services and support the overall key business initiatives.

Departmental Overview

This department provides professional leadership and guidance for organizational support systems to include policy research, development and implementation of personnel policies and procedures, performance management, recruitment and retention, organization and professional development, health and wellbeing programs, leave administration, employee engagement and recognition, safety and workers' compensation. In addition, Human Resources oversees payroll, salary and benefits management to include salary surveys, oversight of the compensation plan as well as administering health benefits for employees and their families and ensures that the City complies with all local, state, and federal regulations relative to human resources.

Programs of Service

The Human Resources Department oversees the **Employee Benefits and Wellness Programs**, assists departments with **Recruitment and Hiring**, ensures accurate and timely **Payroll**, and assists with organization wide **Training and Risk Management**.

FY22 Objectives

- Organization-wide Goal
 - Provide city services to the citizens of Richmond in the most efficient and effective manner possible.
 - Strengthen the awareness and image of Richmond throughout the region.
 - Annexation as a strategic growth tool to expand Richmond's population and tax base.
- Department Goal
 - Develop and establish processes and procedures for the human resources department that are in line with the overall goals of the organization.
 - Conduct a comprehensive assessment of the Cities benefits program to assist in optimizing efficiencies, provide strategies for plan design and implementation of a wellbeing program.
 - Based on the findings of the benefits assessment develop an Employee Wellness Committee that would focus on programs and activities to educate employees and their dependents on health and wellbeing.
 - Develop a Talent Management program to address strategies for recruitment, retention, development, employee engagement, and compensation.

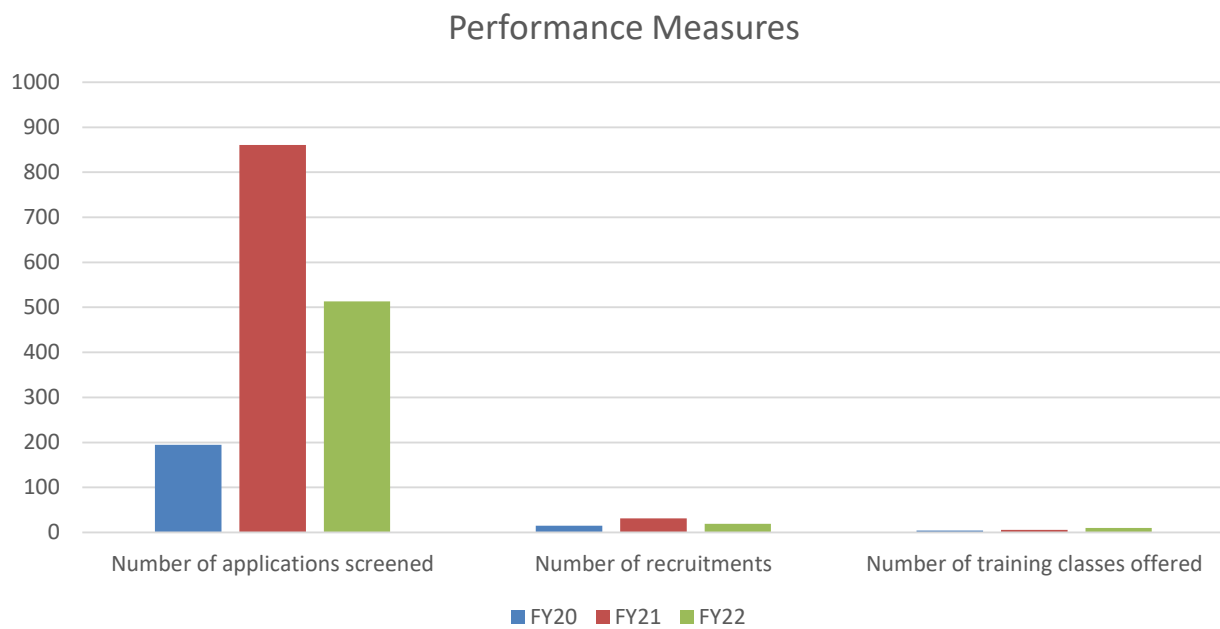
Human Resources

- Work with departments to develop an Employee Safety Committee. The committee would review accident reports and trends and partner with departments to help create a culture of safety awareness and assist with safety training needs.

FY22 Budget Changes

There are no changes included in the budget.

Performance Measures



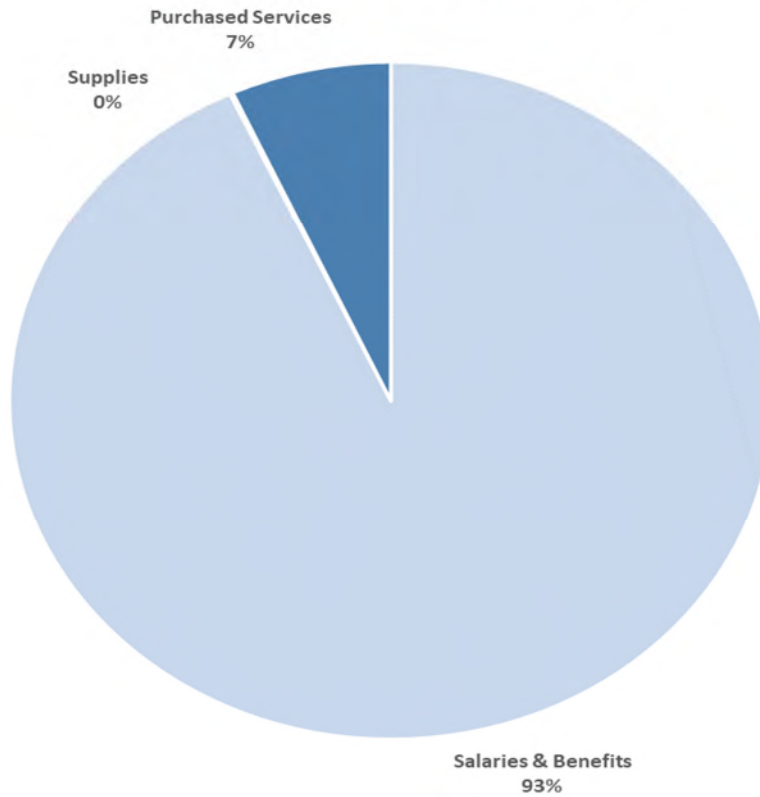
Human Resources

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior	Current	Year-End	Base	Changes	Annual
	Year	Budget	Estimates	Budget		Budget
	Actuals					
Human Resources						
Salaries & Benefits	212,567	228,114	223,454	248,001	-	248,001
Supplies	2,402	3,870	3,870	3,870	-	3,870
Purchased Services	79,393	167,825	167,825	201,155	-	201,155
Non-Departmental	13,989	-	-	-	-	-
Total Expenditures	308,350	399,809	395,149	453,026	-	453,026

Human Resources

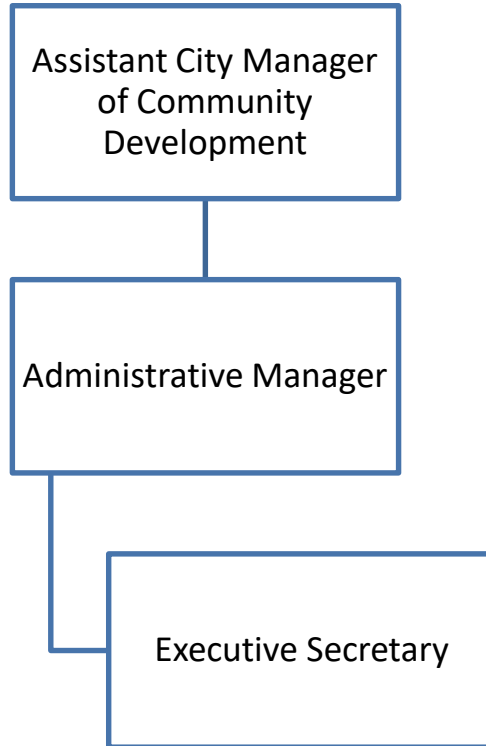
Annual Expenditures by Category



Historical Detail of Full-Time Equivalent (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
10 - General Fund			
5102 - Human Resources			
Human Resources Coordinator	1.0	1.0	1.0
Human Resources Director	1.0	1.0	1.0
5102 - Human Resources Total	2.0	2.0	2.0
10 - General Fund Total	2.0	2.0	2.0

Public Works



Public Works

Mission Statement

The mission of the Public Works Department is to maintain and improve the public works infrastructure within the City of Richmond's jurisdiction. Many opportunities and significant challenges are ahead for the City, and our vision is to provide excellent public services while maintaining minimal environmental impact on our land and water supplies.

Departmental Overview

The Department is responsible for the comprehensive management of the following divisions: Surface Water Treatment, Parks, Streets and Drainage, Sanitation, Water and Wastewater. Public Works performs plan reviews for all proposed construction projects inside of the City limits and in the City's extraterritorial jurisdiction. Maintenance and improvements for drainage, parks, streets and utilities are a part of daily activities. The Public Works Department coordinates City construction and planning activities with Federal, State, and County agencies. The Department administers a number of contracts with private sector firms for a range of goods and services that play an important role in effectively maintaining the City's infrastructure and providing essential services.

Programs of Service

Public Works services include administration, emergency management, customer call center, budget development, development reviews and inspections.

FY22 Objectives

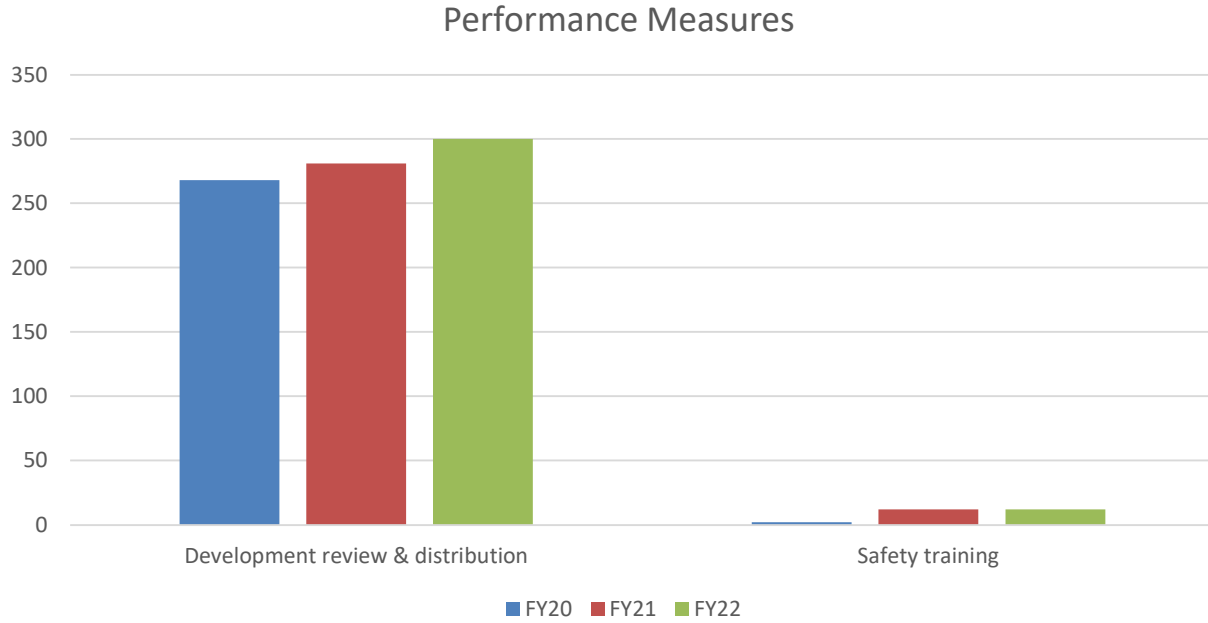
- Comprehensive Master Plan Top-Ranked Priority
 - Complete assessments and master plans for water, wastewater, reuse and storm water to ensure adequate capacities are available for future growth and address any deficiencies.
- Organization-wide Goal
 - Increase project related information to citizens to encourage, promote and welcome expanding residential and business growth and development.
 - Increase neighborhood-wide clean-ups to provide safe, secure, family-oriented communities.
- Departmental Goal
 - Improve safety training for department employees and reduce work-related injuries.

FY22 Budget Changes

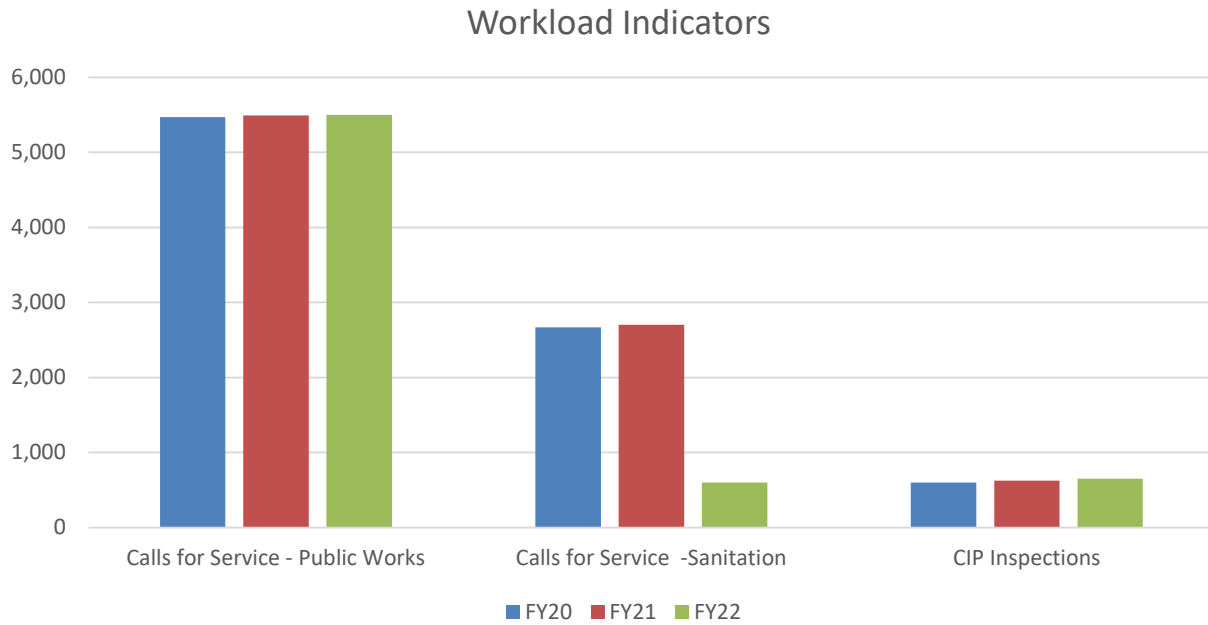
There are no changes in FY22.

Public Works

Performance Measures



Workload Indicators

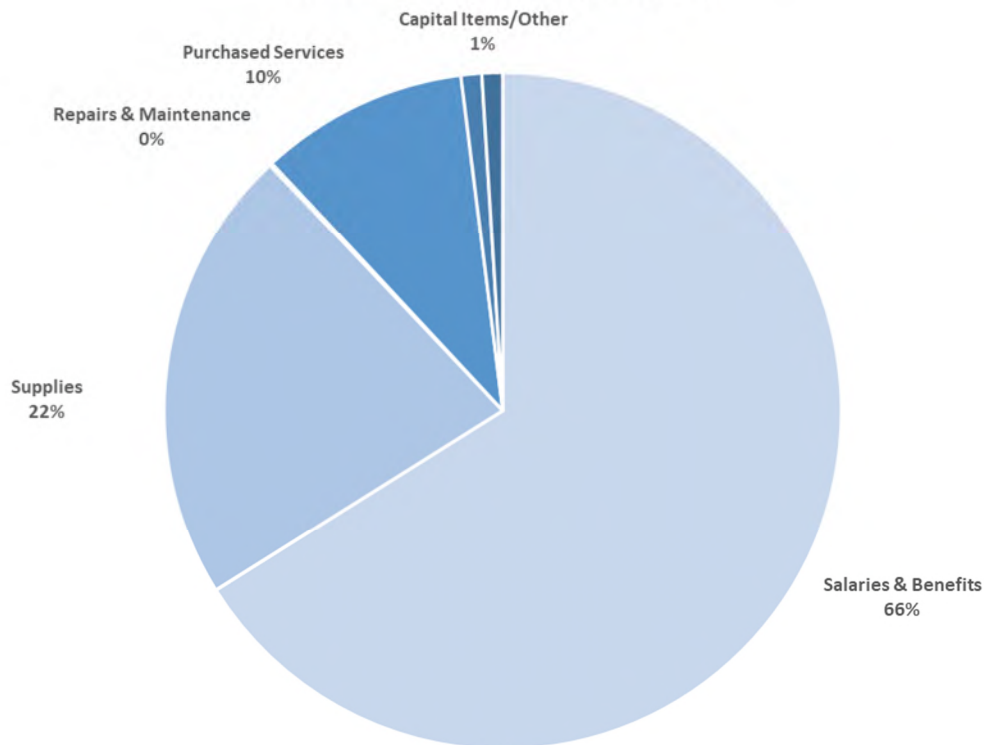


Public Works

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Public Works						
Salaries & Benefits	311,048	319,154	309,329	333,827	-	333,827
Supplies	102,929	110,293	110,293	110,292	-	110,292
Repairs & Maintenance	3,818	615	615	615	-	615
Purchased Services	55,895	50,331	50,331	50,331	-	50,331
Transfers Out	-	3,000	3,000	5,000	-	5,000
Total Expenditures	473,690	483,393	473,568	500,065	-	500,065

Annual Expenditures by Category

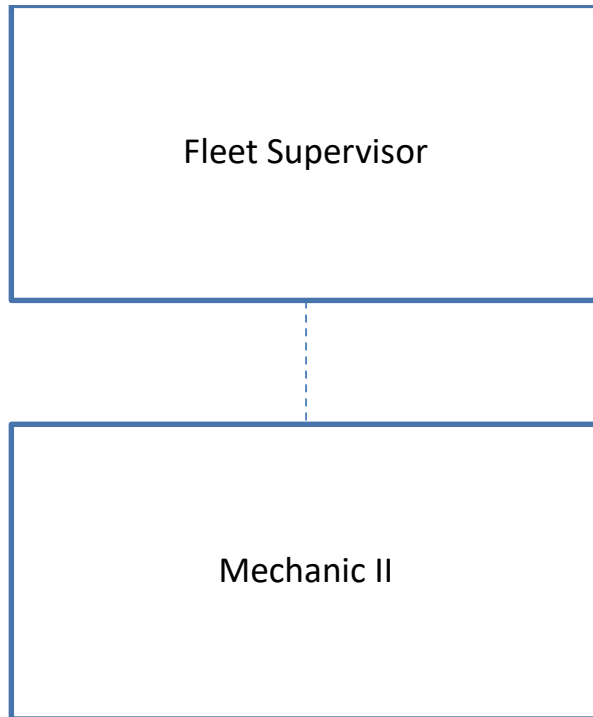


Public Works

Historical Detail of Full-Time Equivalents (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
10 - General Fund			
5105 - Public Works			
ACM/Community Development	0.0	1.0	1.0
Administrative Manager	1.0	1.0	1.0
Asst. City Manager / Community Development	1.0	0.0	0.0
Executive Secretary	1.0	1.0	1.0
5105 - Public Works Total	3.0	3.0	3.0
10 - General Fund Total	3.0	3.0	3.0

Vehicle Maintenance



Vehicle Maintenance

Mission Statement

It is the goal of the Vehicle Maintenance Department to provide an effective equipment maintenance program for rolling stock of City-owned vehicles and equipment; to ensure that vehicles and equipment are released for operation in a safe condition; and to enhance the public image of the City fleet.

Departmental Overview

The Vehicle Maintenance Department schedules and performs preventive maintenance and repairs for all vehicles and equipment on a regular basis. This department is responsible for maintaining, operating, and managing the fuel delivery system.

The staff in the Vehicle Maintenance Department maintains heavy equipment as well as minor tools and equipment. In addition, staff provides emergency field assistance to City-owned vehicles and equipment that need unscheduled repairs.

Programs of Service

Vehicle Maintenance services include repair and maintenance on vehicles and equipment, manage fuel system, and provide emergency field service repairs. Vehicle Maintenance also makes ready new vehicles and services first responder's equipment.

FY22 Objectives

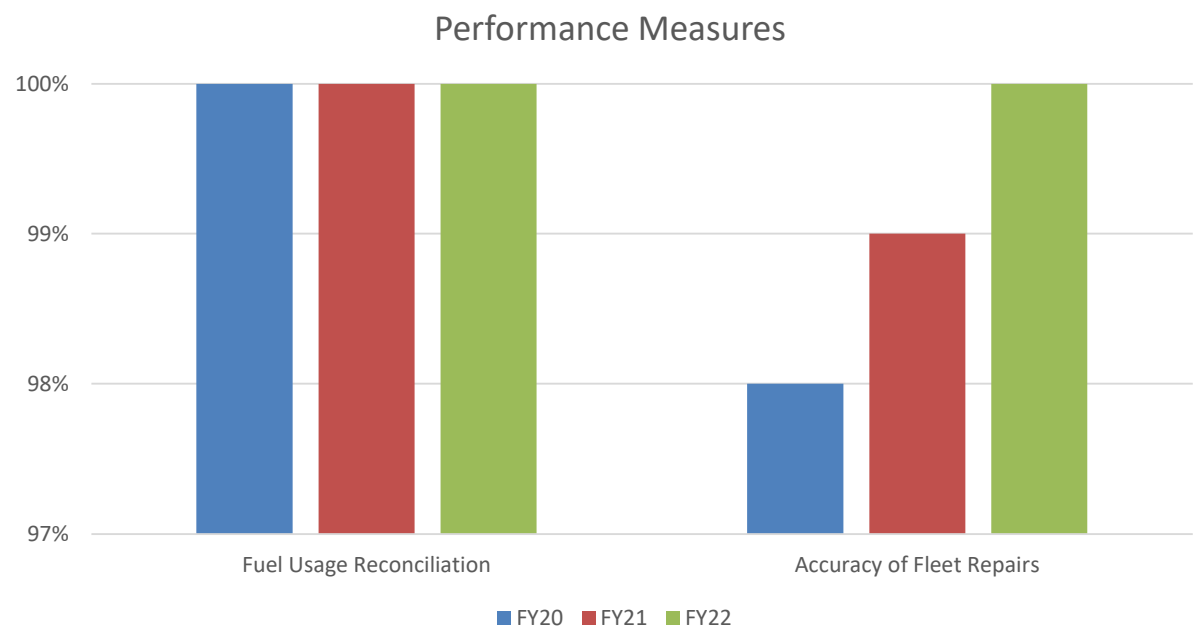
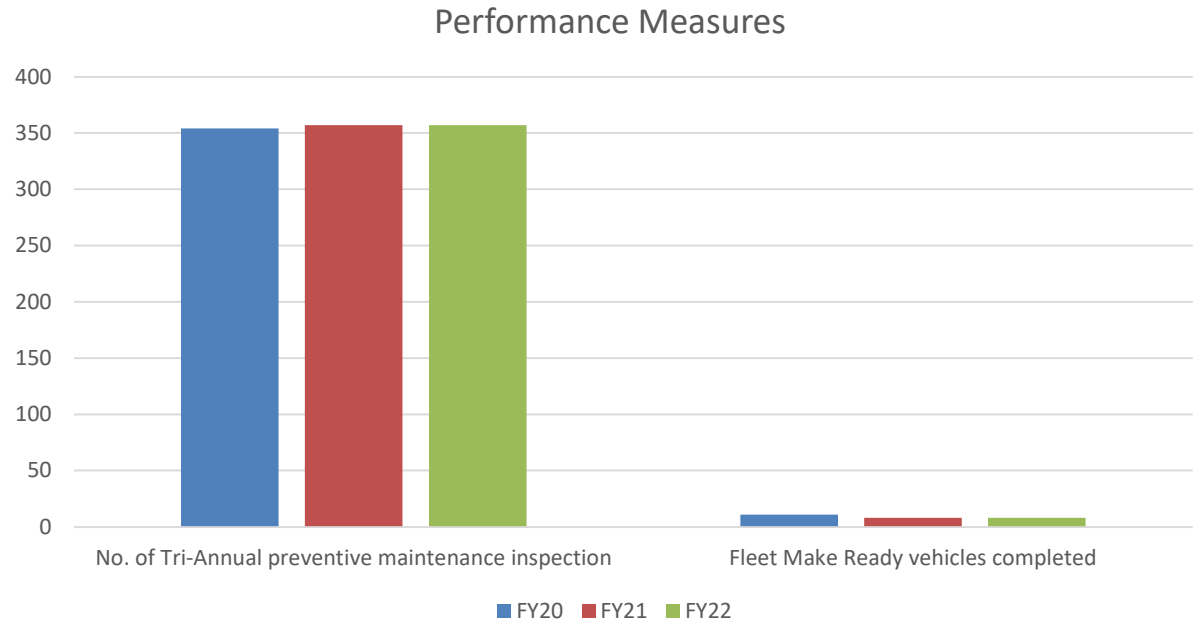
- Organization-wide Goal
 - Maintain and ensure a safe operating fleet.
- Departmental Goal
 - Maintain a safe work environment.
 - Maintain an accurate parts inventory to expedite repairs.

FY22 Budget Changes

There are no changes in FY22.

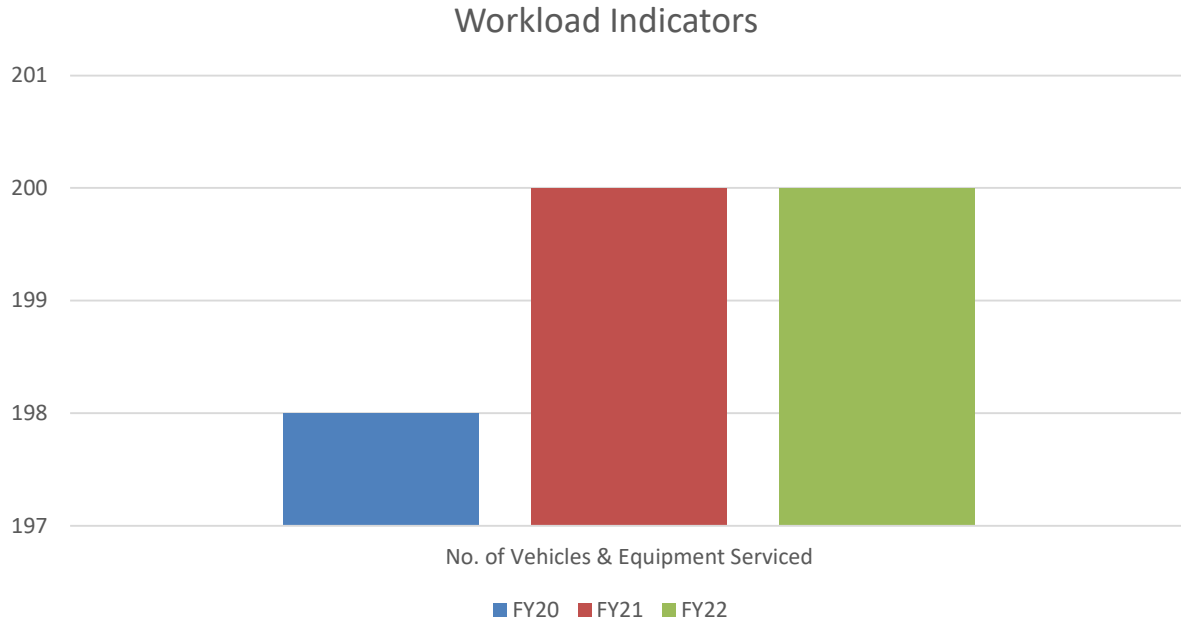
Vehicle Maintenance

Performance Measures



Vehicle Maintenance

Workload Indicators



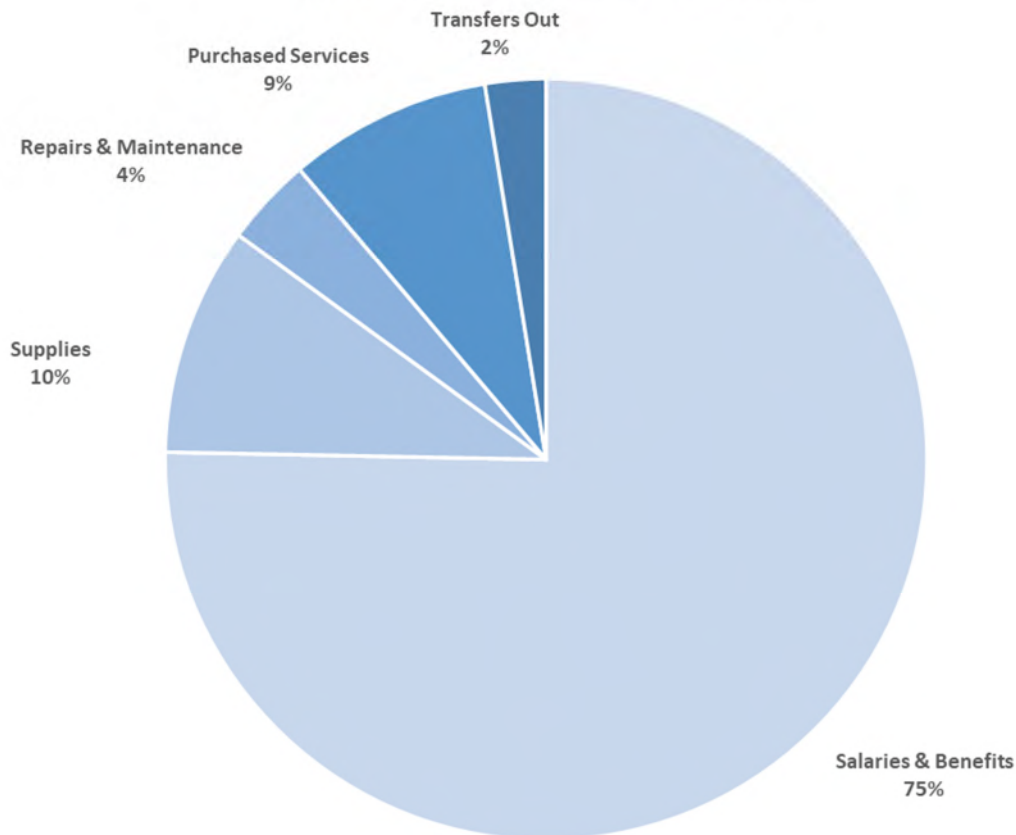
Vehicle Maintenance

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior	Current	Year-End	Base		Annual
	Year	Budget	Estimates	Budget	Changes	Budget
	Actuals					
Vehicle Maintenance						
Salaries & Benefits	167,980	169,998	166,440	171,336	-	171,336
Supplies	13,850	31,462	31,462	22,617	-	22,617
Purchased Services	12,794	19,828	19,828	20,068	-	20,068
Repairs & Maintenance	1,676	8,742	8,742	8,742	-	8,742
Capital Items/Other	5,565	13,100	13,100	-	-	-
Transfers Out	-	6,000	6,000	6,000	-	6,000
Total Expenditures	201,865	249,130	245,572	228,763	-	228,763

Vehicle Maintenance

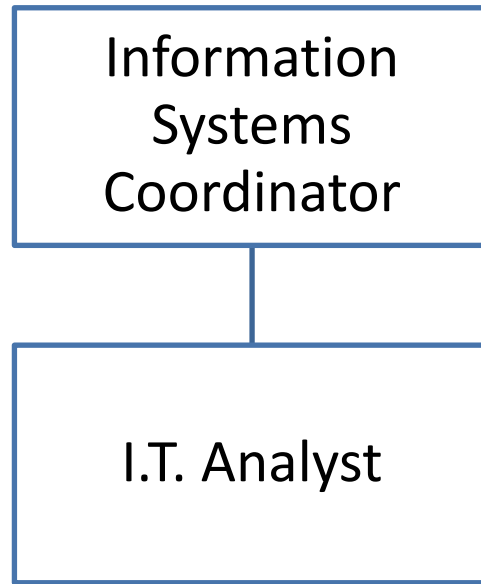
Annual Expenditures by Category



Historical Detail of Full-Time Equivalents (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
10 - General Fund			
5110 - Vehicle Maintenance			
Fleet Supervisor	0.0	0.0	1.0
Mechanic II	1.0	1.0	1.0
Mechanic III	1.0	1.0	0.0
5110 - Vehicle Maintenance Total	2.0	2.0	2.0
10 - General Fund Total	2.0	2.0	2.0

Information Technology



Information Technology

Mission Statement

The mission of the Information Technology Department at the City of Richmond is to enhance the efficiency and quality in the delivery of City services by providing high quality and cost-effective technology solutions to the various departments within the City.

Departmental Overview

The Information Technology Department provides direction and coordination of all City information systems as well as managing citywide assets such as network servers, network infrastructure, multi-use computers, mobile devices and enterprise applications.

The Information Technology Department supplies technical support, performs software installation, modification and maintenance, repairs and upgrades hardware, provides end-user PC support solutions and helps to ensure that projects are successfully planned, scheduled, budgeted, and managed. This department will also provide the vision, leadership, and skill enabling the City to provide technological innovation and improved customer service to the community.

The Information Technology Department also provides cost information on computers and other technology related items and will execute purchasing functions for all computer related items and act as technology liaison between outside entities and the City.

Programs of Service

The IT Department provides City-wide support to all departments by maintaining the integrity of computer and communications infrastructure of the City. This includes City-wide coordination for advanced systems in Public Safety, Telecommunications, and Geographic Information System (GIS). A primary function of the department is end-user support for all City employees in their use of technology, which involves configuration, installation, and maintenance of desktop systems.

FY22 Objectives

- Organization-wide Goal
 - Choose appropriate IT projects prior to enterprise hardware and software technology investments and effectively manage these projects to insure the most efficient use of capital and the acquisition of solutions which will provide the highest level of service to the citizens of Richmond.
 - Document application software and multi-user hardware installations and provide proactive support on UPSs, data backup, and hardware thus minimizing outages that may cause system downtime. This will influence, foster, and maintain the interest of safety in the community.
- Departmental Goal
 - Upgrade database management system with SQL based system.
 - City GIS Project. This will encompass the building of a multi-user City-wide GIS database

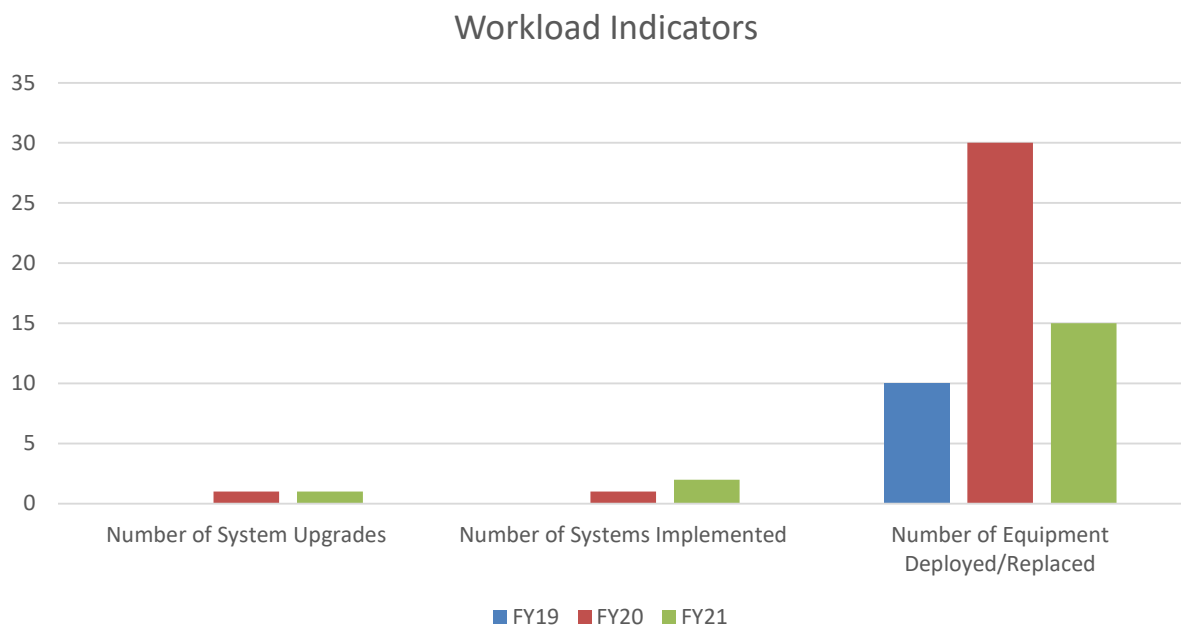
Information Technology

- Complete network hardware upgrades and implement VPN/Remote connectivity
- Upgrade Server hardware/software platform
- Upgrade workstations
- Begin Wireless system upgrade

FY22 Budget Changes

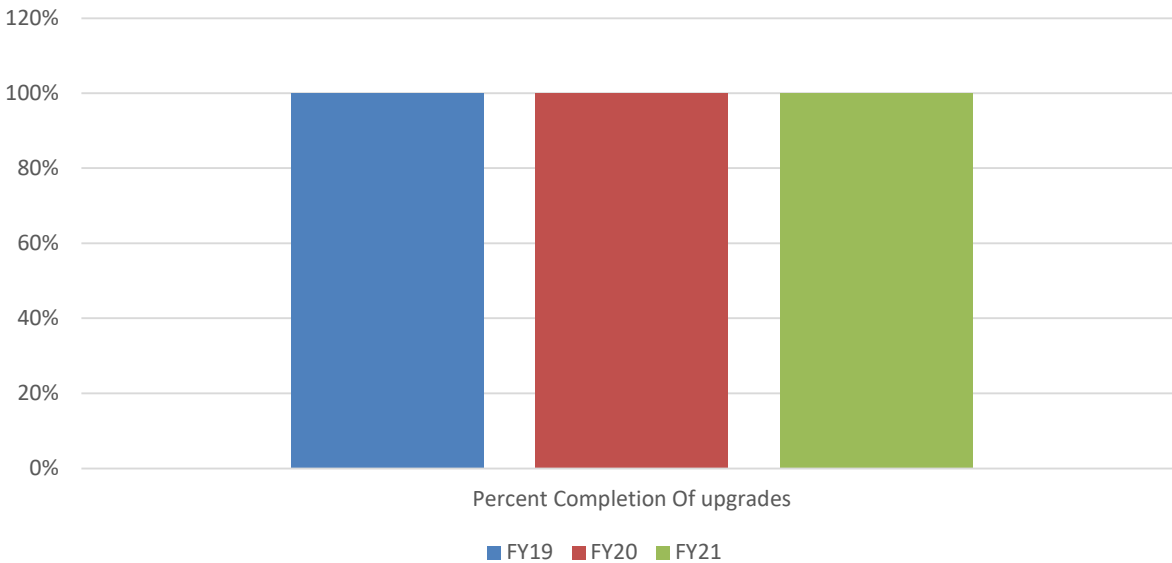
There are no changes in FY22.

Workload Indicators



Information Technology

Workload Indicators

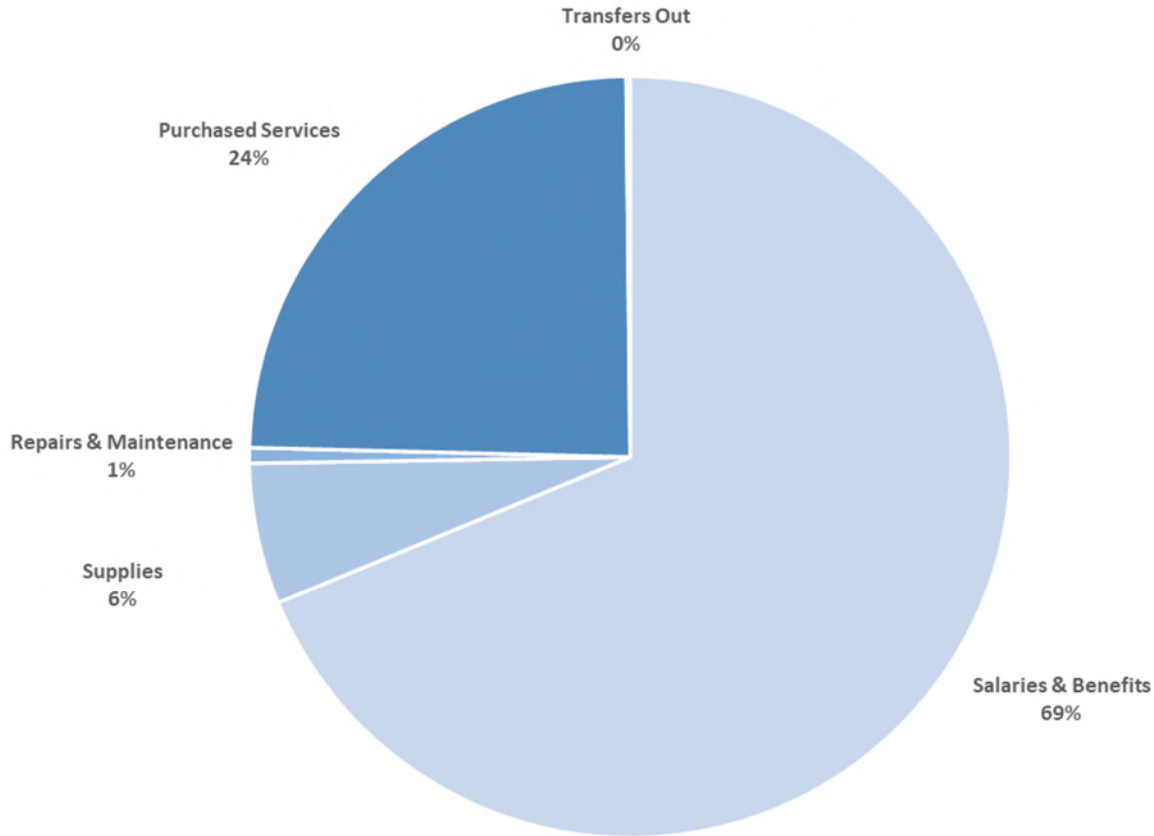


Departmental Expenditures

	FY20 Prior Year Actuals	FY21 Current Budget	FY21 Year-End Estimates	FY22 Base Budget	FY22 Changes	FY22 Annual Budget
Information Technology						
Salaries & Benefits	95,490	214,040	183,884	209,422	-	209,422
Purchased Services	216,779	37,700	37,700	74,445	-	74,445
Supplies	14,227	18,200	18,200	18,200	-	18,200
Repairs & Maintenance	5,345	2,000	2,000	2,000	-	2,000
Capital Items/Other	12,509	-	-	-	-	-
Transfers Out	-	-	-	500	-	500
Total Expenditures	344,351	271,940	241,784	304,568	-	304,568

Information Technology

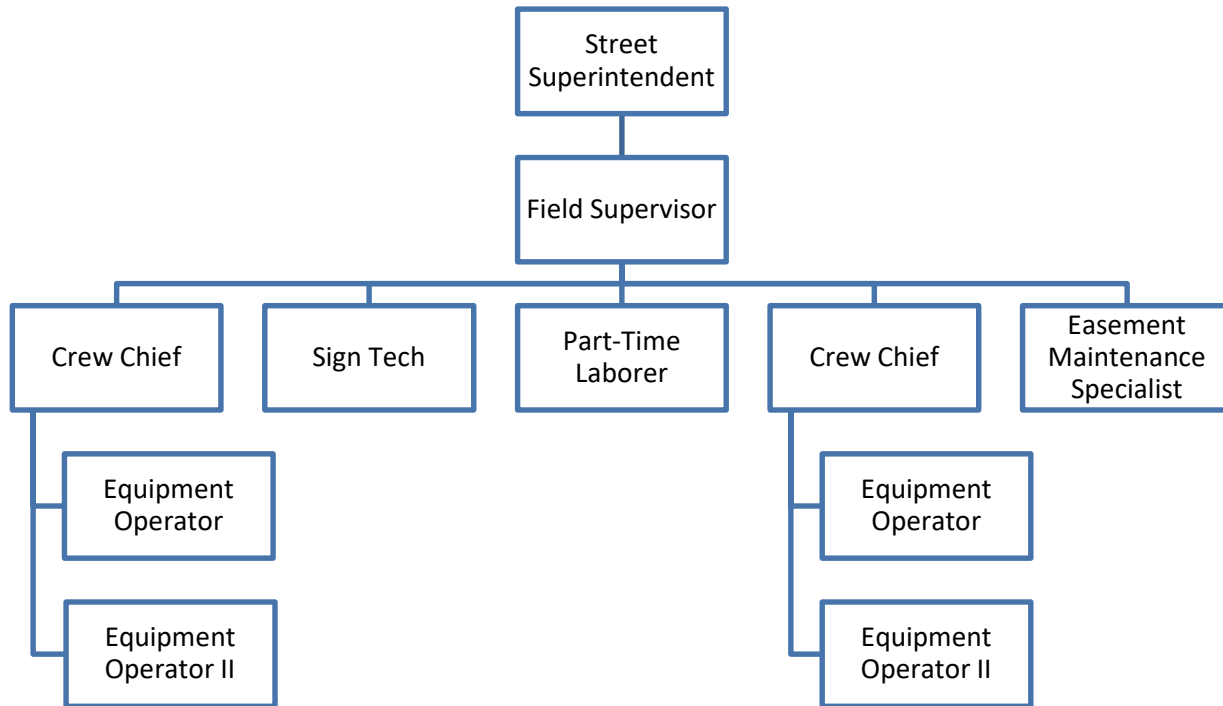
Annual Expenditures by Category



Historical Detail of Full-Time Equivalent (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
10 - General Fund			
5115 - Information Technology			
Information System Coordinator	1.0	1.0	1.0
IT Analyst	1.0	1.0	1.0
5115 - Information Technology Total	2.0	2.0	2.0
10 - General Fund Total	2.0	2.0	2.0

Streets



Streets

Mission Statement

The Mission of the Streets Department is to maintain and improve city streets, public sidewalks, bridges, storm sewers and right-of-ways in an effective and cost-efficient manner; repair any known deficiencies in a timely manner; and to provide support and assistance during and after natural and man-made disasters.

Departmental Overview

The Streets Department's main responsibility is the maintenance of streets including street construction, overlays, drainage ditches, storm sewers, sign repairs and installation, tree trimming, culvert installation and maintenance, sidewalks, street lighting, mosquito control and mowing city right-of-ways and easements. This department also provides striping of city owned streets and parking areas and assists other city departments with special projects.

Programs of Service

Streets services include street construction, overlays, drainage ditches, storm sewers, street sign repair and installation, tree trimming, culvert installation and maintenance, sidewalks, street lighting, mosquito control and mowing city rights-of-way and easements. Maintain and update street inventory, sign inventory and asset inventory program.

FY22 Objectives

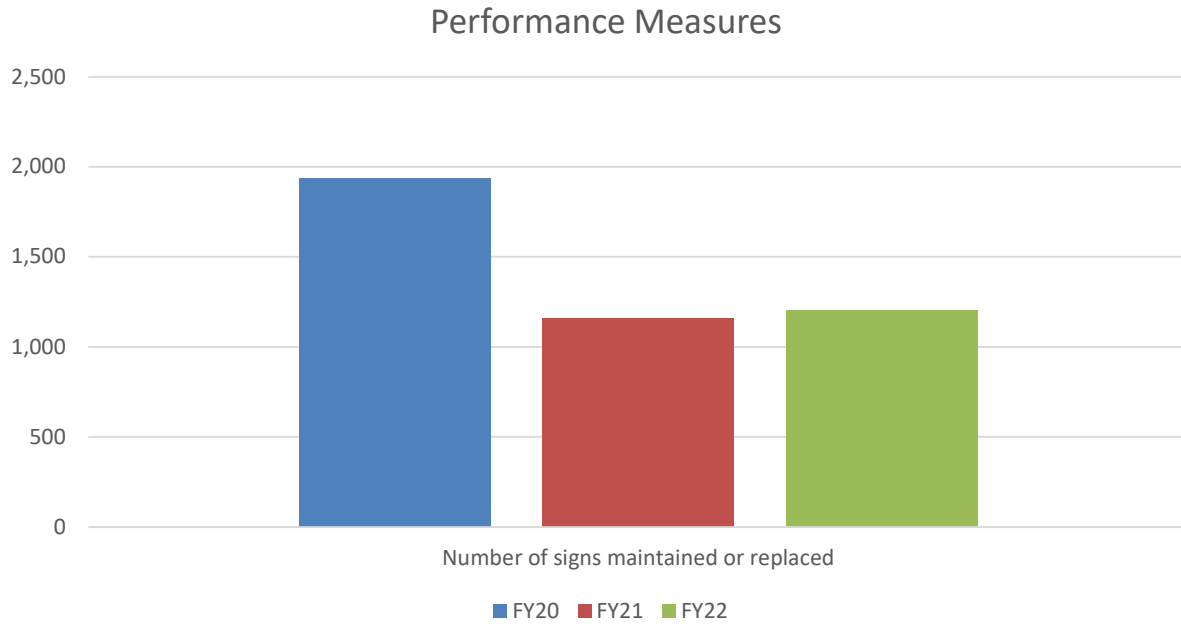
- Comprehensive Master Plan Top-Ranked Priority
 - Complete street maintenance, repairs and construction that was been approved in budget to enhance public safety.
- Organization-wide Goal
 - Provide the traveling public with a safe environment for automobile and pedestrian traffic.
 - Maintain and update street inventory, sign inventory and asset inventory program.
 - Encourage and promote employees to receive continuing education.
 - Rehabilitation of priority sidewalks.
 - Curb and gutter repair.
- Departmental Goal
 - Drainage, and culvert assessment.

FY22 Budget Changes

The budget includes one-time funding of \$35,000 for the purchase of a tractor.

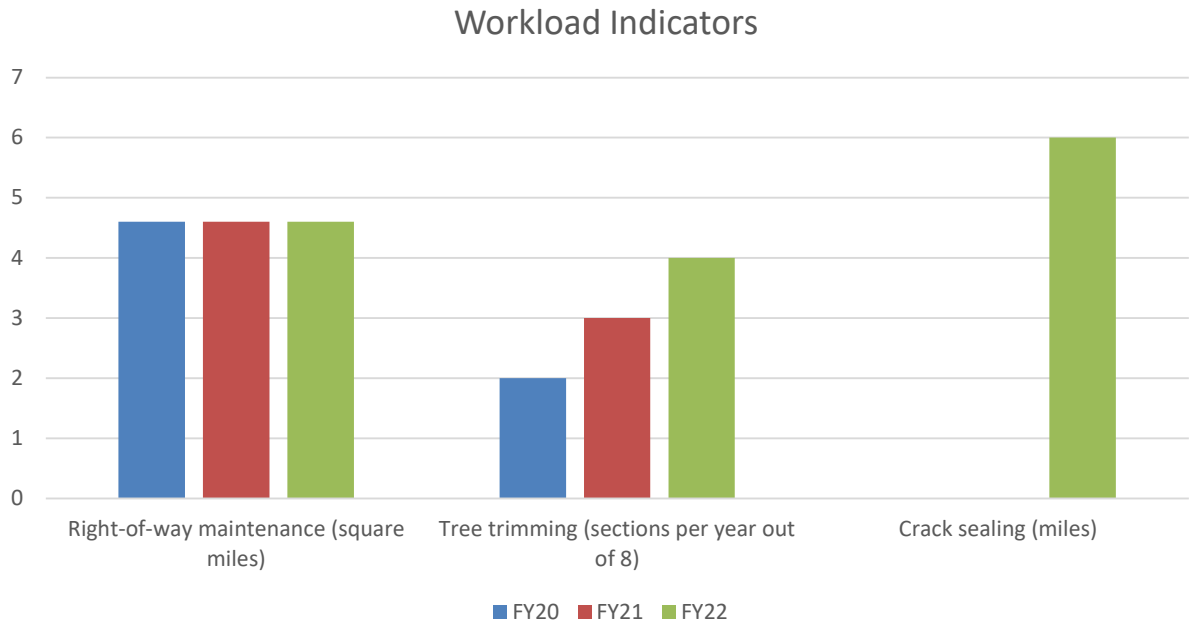
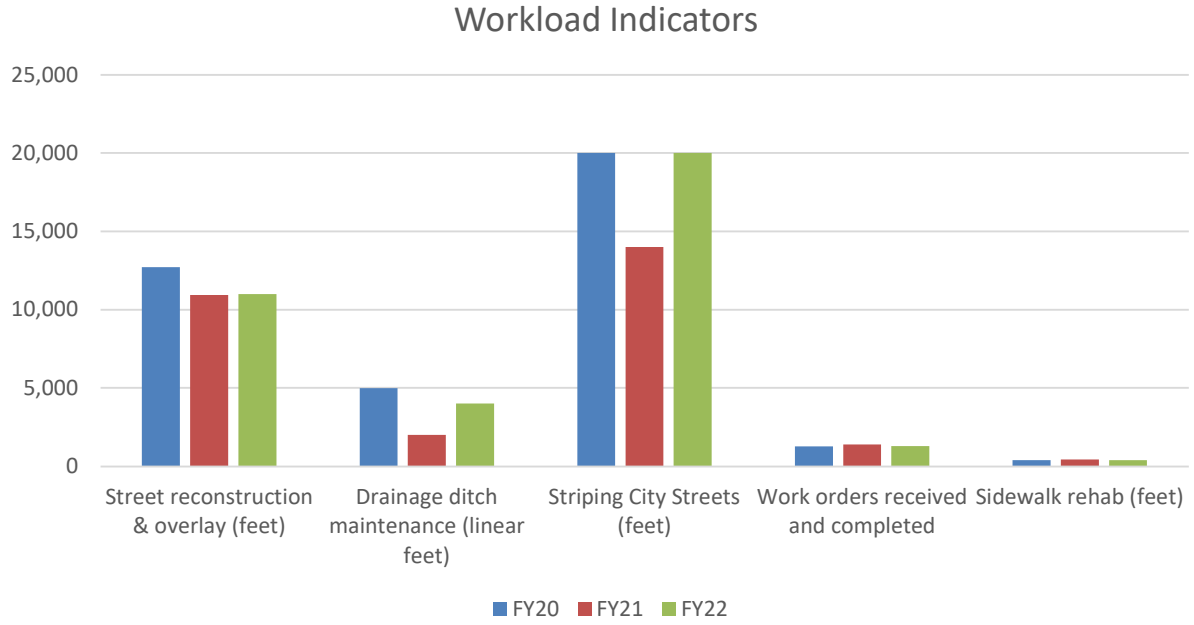
Streets

Performance Measures



Streets

Workload Indicators



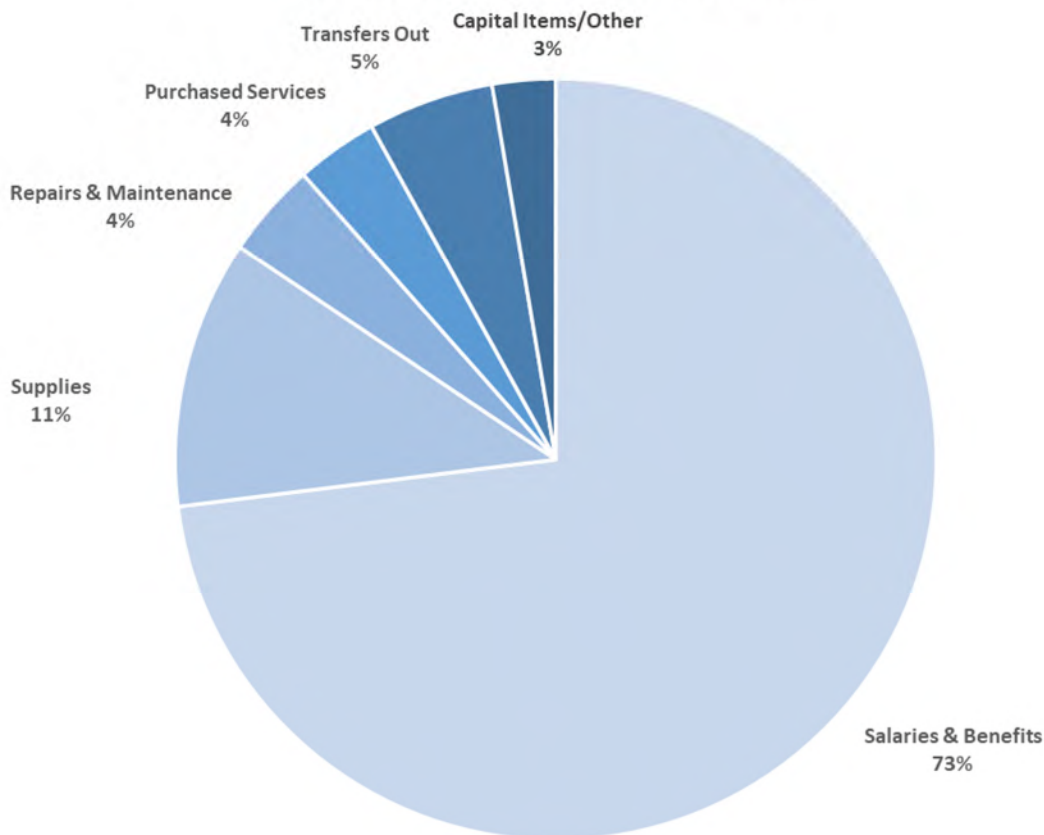
Streets

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Streets						
Salaries & Benefits	864,526	877,023	884,926	939,340	-	939,340
Supplies	286,865	398,463	398,463	148,462	-	148,462
Purchased Services	35,079	34,968	34,968	45,648	-	45,648
Repairs & Maintenance	59,392	127,916	127,916	52,916	-	52,916
Capital Items/Other	2,071	-	-	-	35,000	35,000
Transfers Out	230,546	67,000	67,000	70,000	-	70,000
Professional Services	8,780	-	-	-	-	-
Total Expenditures	1,487,258	1,505,370	1,513,273	1,256,366	35,000	1,291,366

Streets

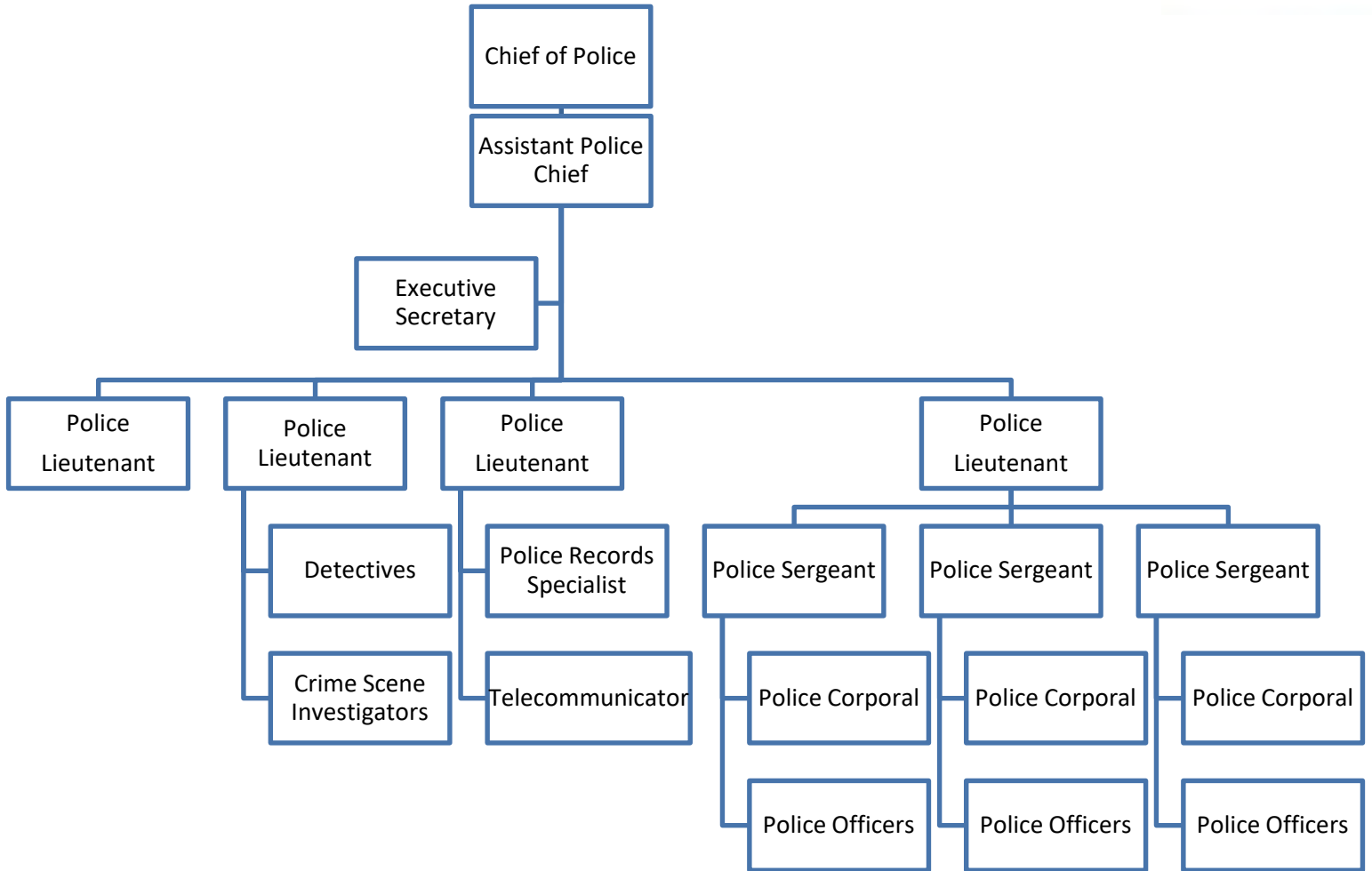
Annual Expenditures by Category



Historical Detail of Full-Time Equivalents (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
10 - General Fund			
5120 - Streets			
Assistant Public Works Director	1.0	1.0	1.0
Crew Chief	2.0	2.0	2.0
Easement Maintenance Specialist	1.0	1.0	1.0
Equipment Operator	3.0	3.0	3.0
Equipment Operator II	3.0	3.0	3.0
Field Supervisor	0.0	0.0	1.0
Foreman	1.0	1.0	0.0
Laborer PT	0.5	0.5	0.5
Sign Tech	1.0	1.0	1.0
Street Superintendent	1.0	1.0	1.0
5120 - Streets Total	13.5	13.5	13.5
10 - General Fund Total	13.5	13.5	13.5

Police



Police

Mission Statement

Our mission is to provide fair and impartial service while working with the community to improve the quality of life for all. We strive to do the right thing, for the right reason, in every situation.

Departmental Overview

The Richmond Police Department is a municipal police department with thirty-four sworn officers and fifteen civilian employees. The department has been recognized nationally for its community policing successes. The department has been recognized by the Texas Police Chief's Association as a Recognized Agency that meets all current best practices for professional Texas Law Enforcement Agencies.

Programs of Service

The **Administration** program is responsible for community relations, accountability, financial management, policy establishment and compliance, internal affairs, and overall administration of the department. **Patrol** provides response to calls for service, active patrol, general traffic enforcement, directed assignments, traffic and DWI investigations, public education and presentations, new personnel training, court testimony, house watches, Municipal Court Bailiff, and security at public meetings. The **Criminal Investigations** program provides prompt responses to crime scenes with investigators who collect, correlate, and analyze facts and evidence in each case, process and document the evidence and property, interview victims and witnesses of the crime, provide testimony for court. **Support Services** is composed of three entities: **Training**, which is responsible for the coordination and implementation of all police personnel training and recruitment of new personnel; **Records**, which is responsible for processing, maintaining, and securing the official records of the Police Department. **Public Safety Dispatch** answers calls routed through emergency and non-emergency phone systems for the purpose of providing assistance from Police, and Fire/EMS. If appropriate resources are dispatched to the site via radio, computer, or other electronic devices.

FY22 Objectives

Organization-wide Goal

- Reduce crime and fear of crime through effective community policing engagement efforts utilizing relational based policing strategies.
- Collaborate with the community to improve the quality of life in Richmond and encourage, promote and welcome expanding residential and business growth and development.
- Provide excellent core policing services to the community while maintaining a high level of customer service.
- Respond effectively and within a timely manner to community concerns and complaints.

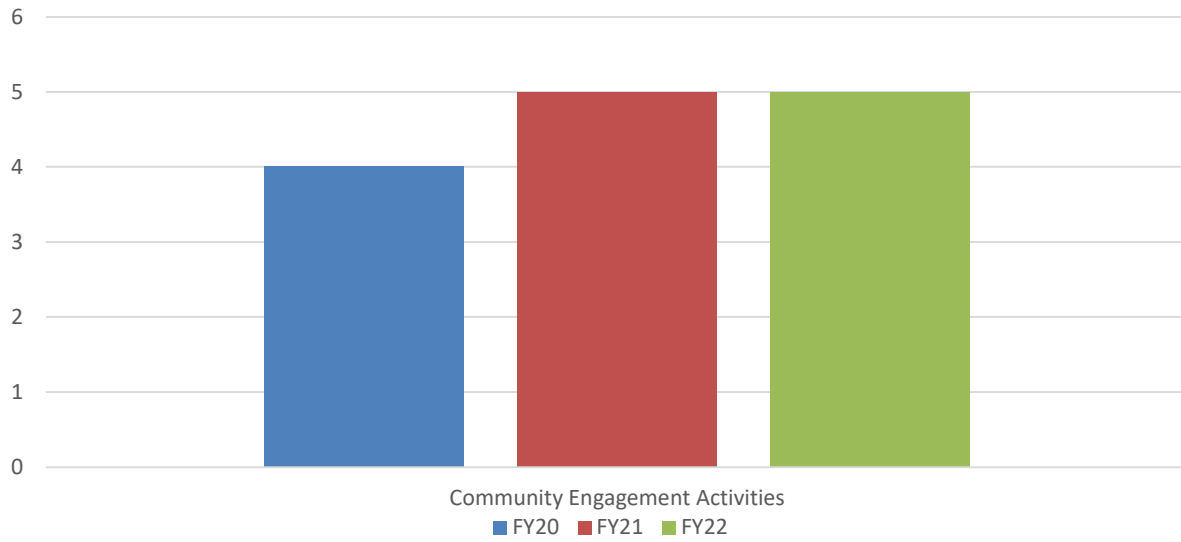
FY22 Budget Changes

The FY22 budget includes \$6,265 in one-time expenditures associated with the bullet proof vest grant. Half of the expenditures are reimbursable, which is included as a reimbursement in revenue.

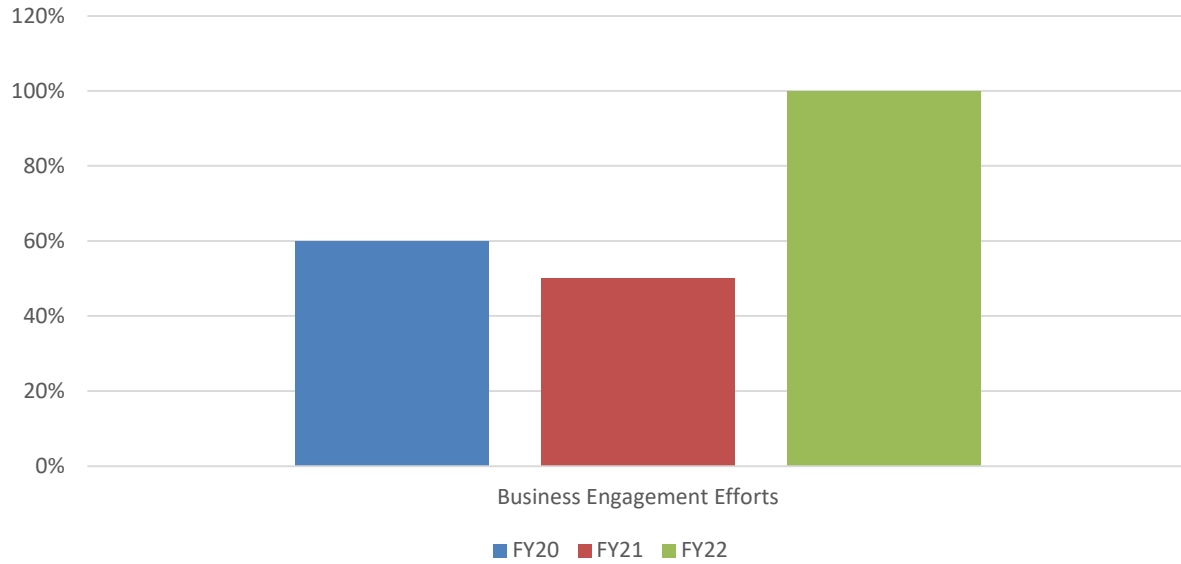
Police

Performance Measures

Performance Measures

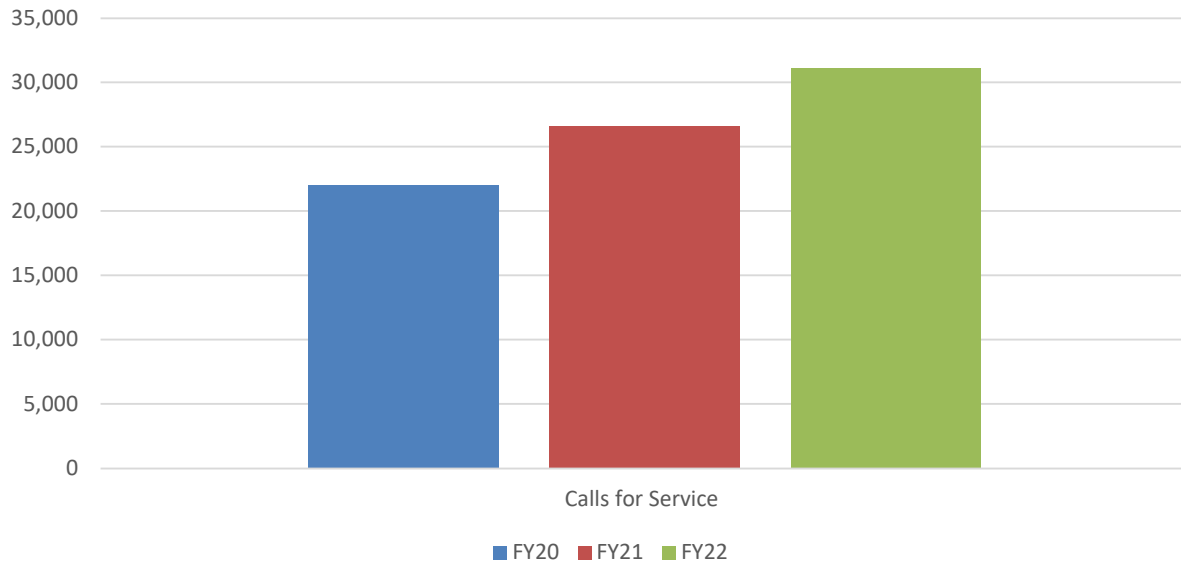


Performance Measures

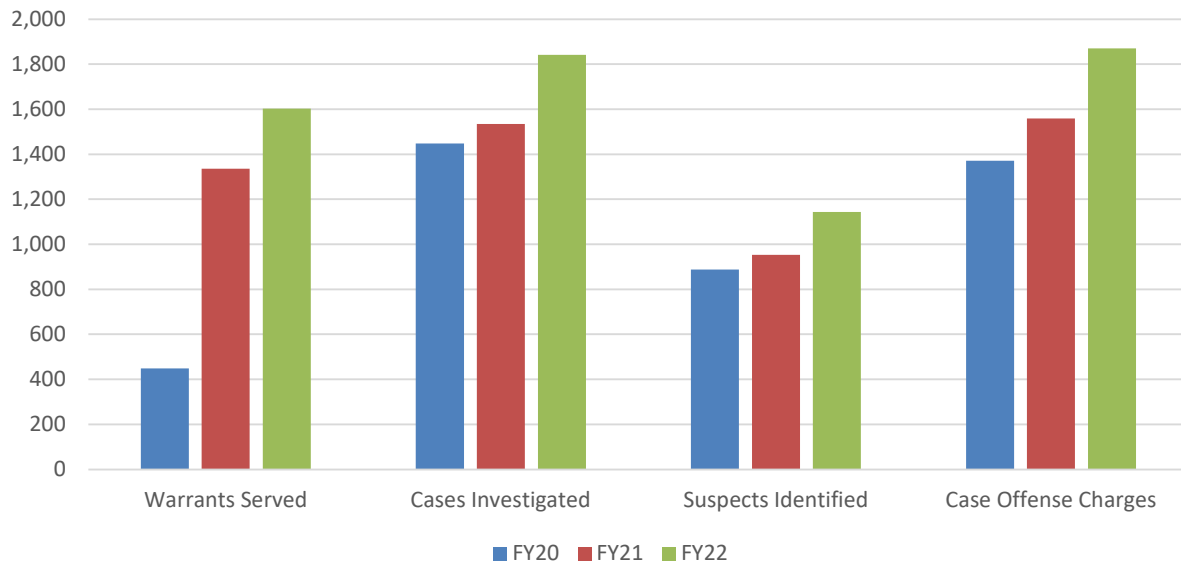


Police

Workload Indicators



Workload Indicators

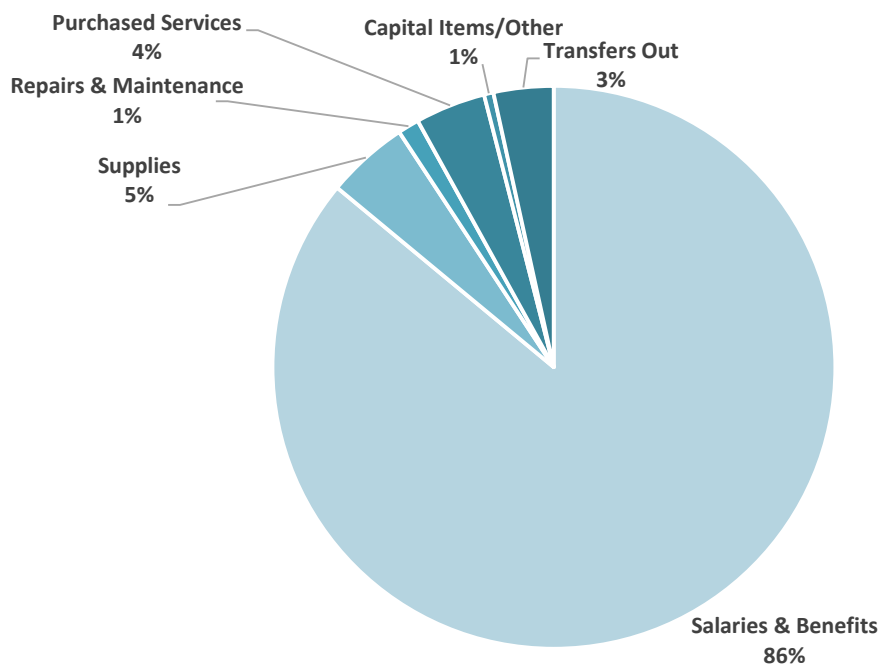


Police

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Police						
Salaries & Benefits	3,534,442	4,243,391	3,918,212	4,412,279	-	4,412,279
Supplies	177,207	227,413	227,413	227,410	-	227,410
Purchased Services	188,341	194,165	194,165	191,585	6,265	197,850
Repairs & Maintenance	54,032	59,533	59,533	59,533	-	59,533
Capital Items/Other	108,243	-	-	-	-	-
Transfers Out	61,741	185,000	185,000	197,600	-	197,600
Total Expenditures	4,124,006	4,909,502	4,584,323	5,088,407	6,265	5,094,672

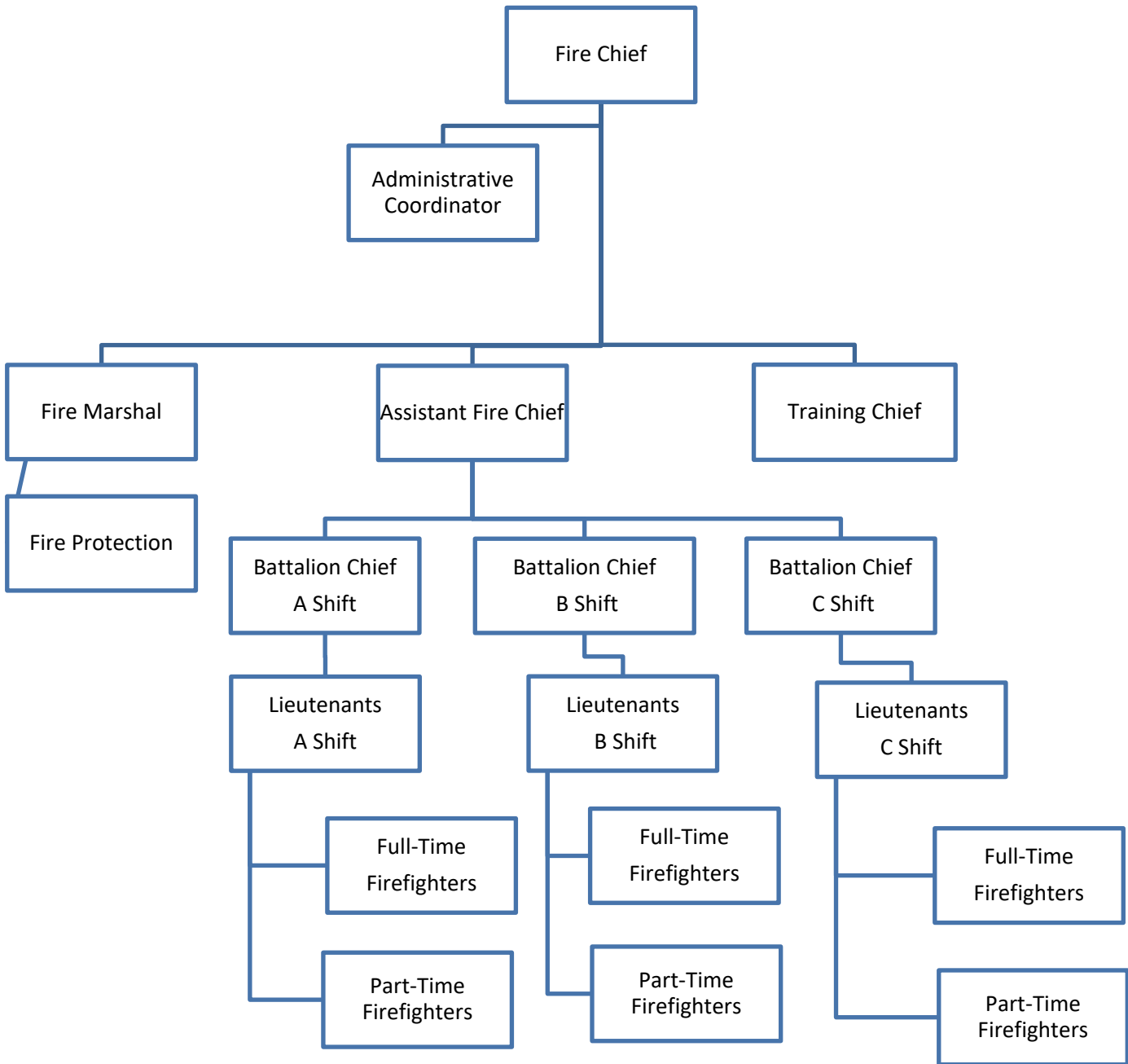
Annual Expenditures by Category



Historical Detail of Full-Time Equivalents (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
10 - General Fund			
5140 - Police			
Administrative Assistant	1.0	0.0	0.0
Assistant Police Chief	1.0	1.0	1.0
Crime Scene Investigator	2.0	2.0	2.0
Custodian	1.0	1.0	1.0
Detective	3.0	3.0	3.0
Executive Secretary	0.0	1.0	1.0
K9 Officer	1.0	1.0	1.0
Police Chief	1.0	1.0	1.0
Police Corporal	3.0	3.0	3.0
Police Lieutenant	4.0	4.0	4.0
Police Officer	17.0	17.0	17.0
Police Sergeant	3.0	3.0	3.0
Records Specialist	1.0	1.0	1.0
Technology Officer	1.0	1.0	1.0
Telecommunicator	10.0	10.0	7.0
Telecommunicator II	0.0	0.0	1.0
Telecommunicator III	0.0	0.0	2.0
Telecommunicator PT	0.5	0.5	0.5
5140 - Police Total	49.5	49.5	49.5
10 - General Fund Total	49.5	49.5	49.5

Fire



Mission Statement

The mission of the Richmond Fire Department is to provide services that foster and maintain a high level of service that provides for safety and the best interests of the public through, emergency response, emergency preparedness, code enforcement and education.

Departmental Overview

The Richmond Fire Department is a full time 24 hour a day career department that serves over 60 square miles, some of which are areas contracted through subdivisions outside the city limits, for emergency response coverage.

Firefighters are paid employees of the City of Richmond and are responsible and accountable to the policies, rules, and regulations prescribed by the City as well as the mandates required through the State of Texas.

The staff is constructed of professionally trained firefighters, investigators, inspectors, and support personnel that operate three stations strategically situated throughout the response area. Firefighters employed by the City of Richmond are required to be certified through the Texas Commission on Fire Protection as well as being certified through the Department of Health and Human Services and the National Registry of Emergency Medical Technicians.

The Richmond Fire Department has personnel professionally trained in specialized areas which includes: Hazardous Materials Response, Arson Investigation, Fire Inspection, Technical Rescue, Collapse Rescue, Trench Rescue, High Angle Rescue, and Swift Water.

Programs of Service

The Richmond Fire Department is organized into four services that work cohesively.

Fire Administration is responsible for overseeing the department's function and ability to provide the best service to the community while ensuring a caring and respectful working environment for every employee.

Fire Operations is responsible for providing and overseeing a strategic plan that will effectively control emergency incidents and managing all personnel, equipment, and supplies within fire suppression.

Training Division is responsible for coordinating training, educational opportunities, and direction to fire department personnel, while also overseeing the safety and compliance of the department's overall operations. harmony

Fire Prevention is in accordance with the Richmond Fire Marshal's Office and is responsible for conducting the City of Richmond's fire inspections and fire investigations, while also coordinating the department's fire prevention programs that serve the public and area schools.

Fire

FY22 Objectives

Comprehensive Master Plan Top-Ranked Priority

- To provide a safe, secure, and family-oriented community by influencing, fostering, and maintaining the interest of safety

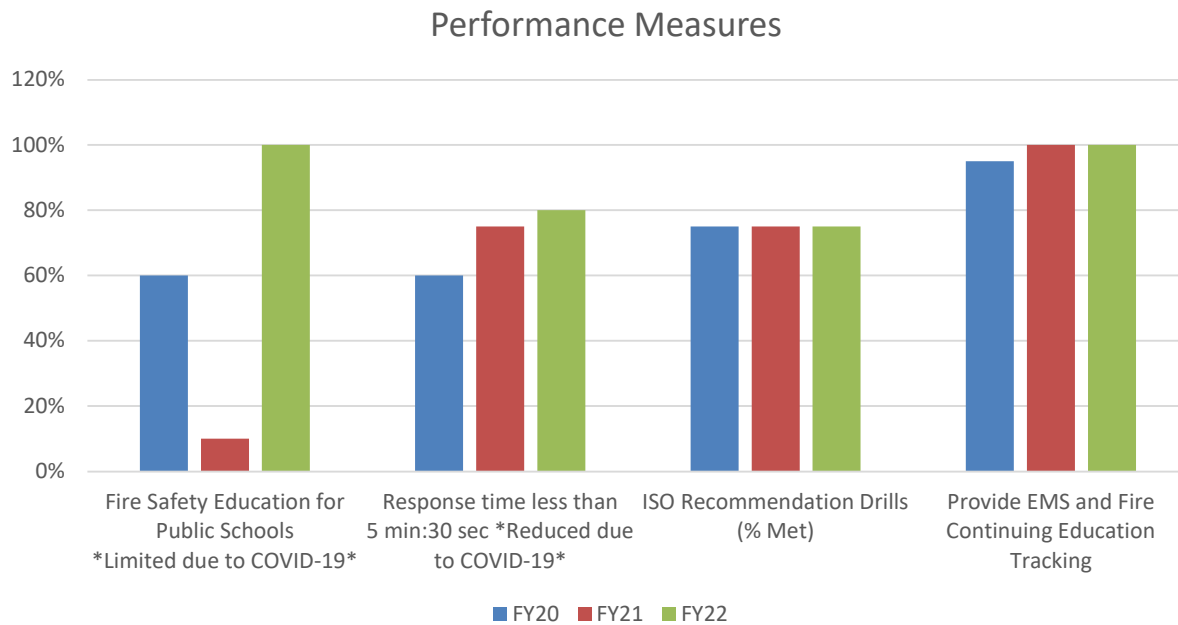
Departmental Goal

- Utilize the quality assurance plan to evaluate emergency response time data to maintain emergency response times to an average of less than five minutes and thirty seconds to both fire and emergency medical calls.
- Deliver fire safety classes to all schools in our jurisdiction during the fiscal year.

FY22 Budget Changes

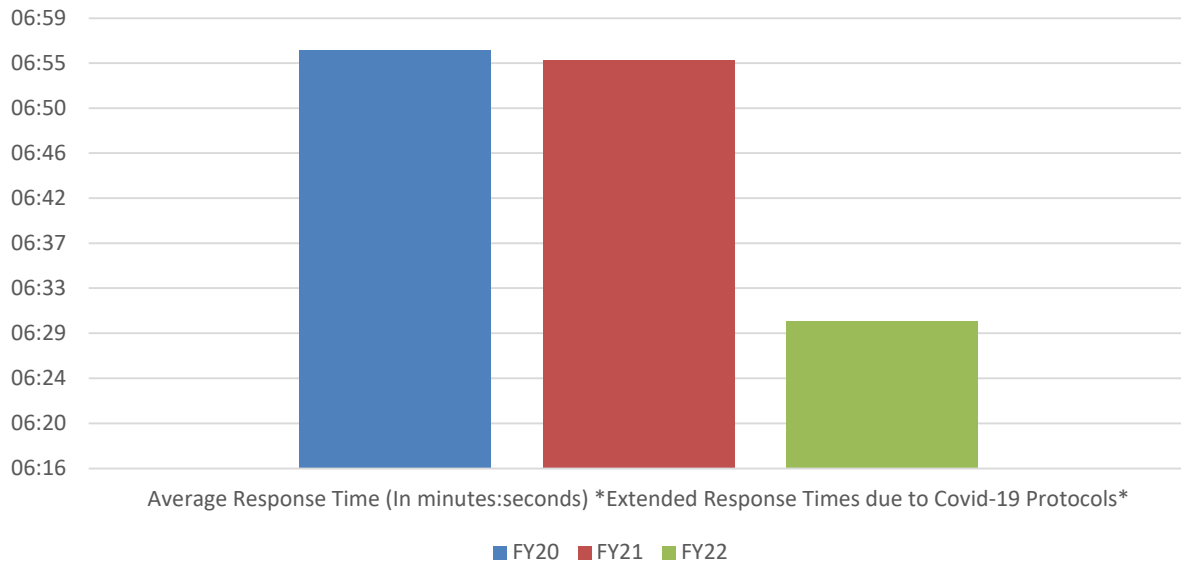
There are no changes included in the budget.

Performance Measures



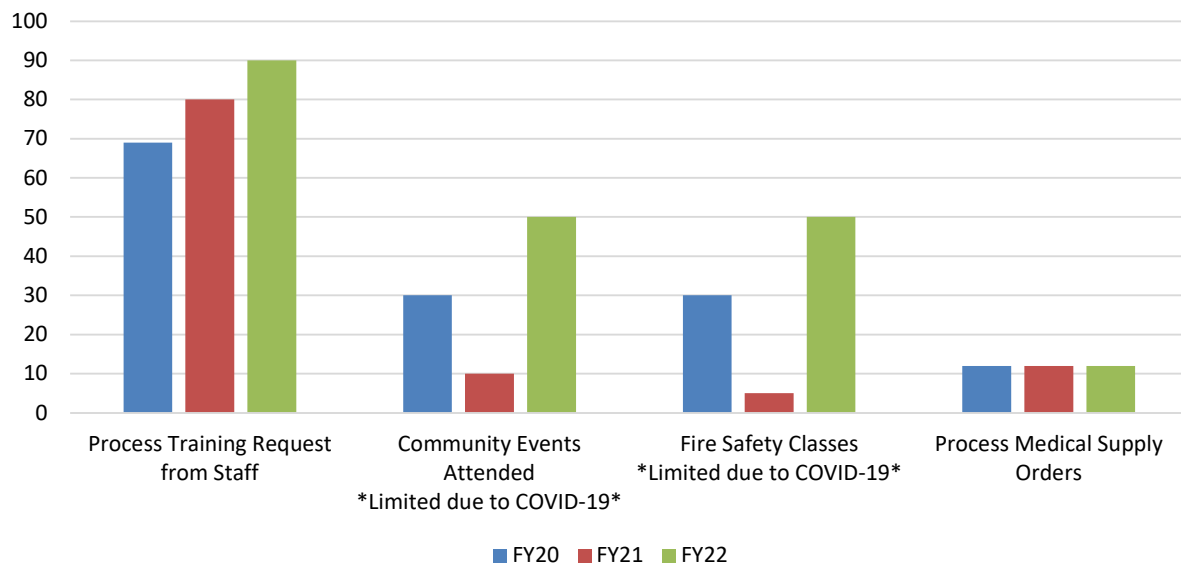
Fire

Performance Measures



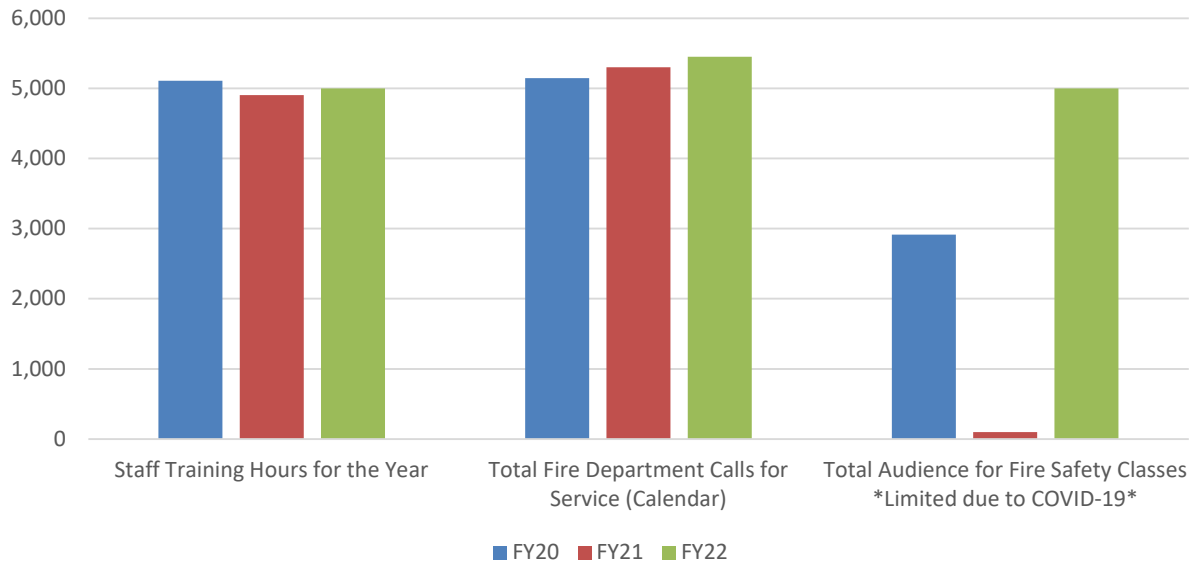
Workload Indicators

Workload Indicators



Fire

Workload Indicators

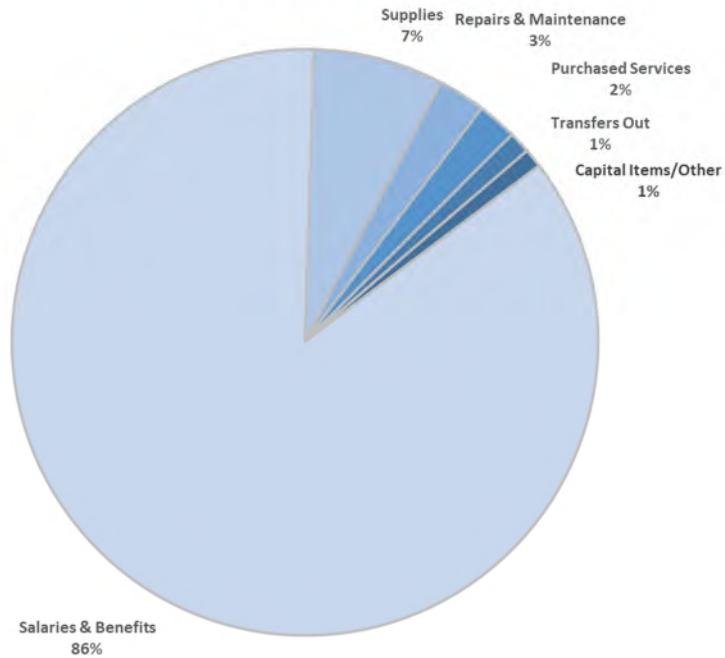


Fire

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Fire Department						
Salaries & Benefits	3,666,458	3,881,873	3,720,449	4,089,350	-	4,089,350
Supplies	261,430	341,328	341,328	341,328	-	341,328
Purchased Services	122,986	99,009	99,009	104,009	-	104,009
Repairs & Maintenance	143,183	124,960	199,960	124,960	-	124,960
Capital Items/Other	-	-	-	-	-	-
Transfers Out	211,734	50,000	50,000	56,500	-	56,500
Total Expenditures	4,405,790	4,497,170	4,410,746	4,716,147	-	4,716,147

Annual Expenditures by Category



Fire

Historical Detail of Full-Time Equivalents (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
10 - General Fund			
5150 - Fire			
Administrative Coordinator	1.0	1.0	1.0
Assistant Fire Chief	1.0	1.0	1.0
Battalion Chief	3.0	3.0	3.0
Code Enforcement Officer	1.0	0.0	0.0
Fire Chief	1.0	1.0	1.0
Firefighters	21.0	21.0	21.0
Lieutenant	9.0	9.0	9.0
Part-Time Firefighters	2.4	2.4	2.4
Training Chief	1.0	1.0	1.0
5150 - Fire Total	40.4	39.4	39.4
10 - General Fund Total	40.4	39.4	39.4

Emergency Management

Mission Statement

The mission of the Office of Emergency Management is to provide an integrated emergency management plan for all natural, manmade, or technological hazards that could adversely affect citizens, businesses, and visitors to the community by preparing, training, and coordinating emergency responses and recover efforts for the City of Richmond.

Departmental Overview

The Office of Emergency Management for the City of Richmond oversees coordination with Fort Bend County and the State of Texas to meet requirements mandated by the National Incident Management Systems (NIMS). Emergency Management personnel send regular bulletins to citizens, civic groups and homeowners associations regarding safety tips and awareness notices.

Programs of Service

The Office of Emergency Management is responsible for the day-to-day operation of the Emergency Operations Center (EOC), including during times of natural or man-made emergencies/disasters; coordinates the activation of the EOC with prior consultation with City Officials in all emergencies, with all support annexes and outside agencies as necessary.

FY22 Objectives

Comprehensive Master Plan Top-Ranked Priority

- Enhance Community Resiliency: Enhance innovation and workplace excellence to reduce the City's disaster risk: Work with internal and external customers/partners to identify ways we can better manage, reduce or mitigate homeland security and emergency risks from natural, technological or terrorism events using an "All Hazards Approach".

Organization-wide Goal

- Update Comprehensive Emergency Plans: Review existing emergency operations plans, procedures, ordinances and related documents; ensure compliance with NIMS and Homeland Security Directives. Make recommendations for changes or enhancements.

Departmental Goals

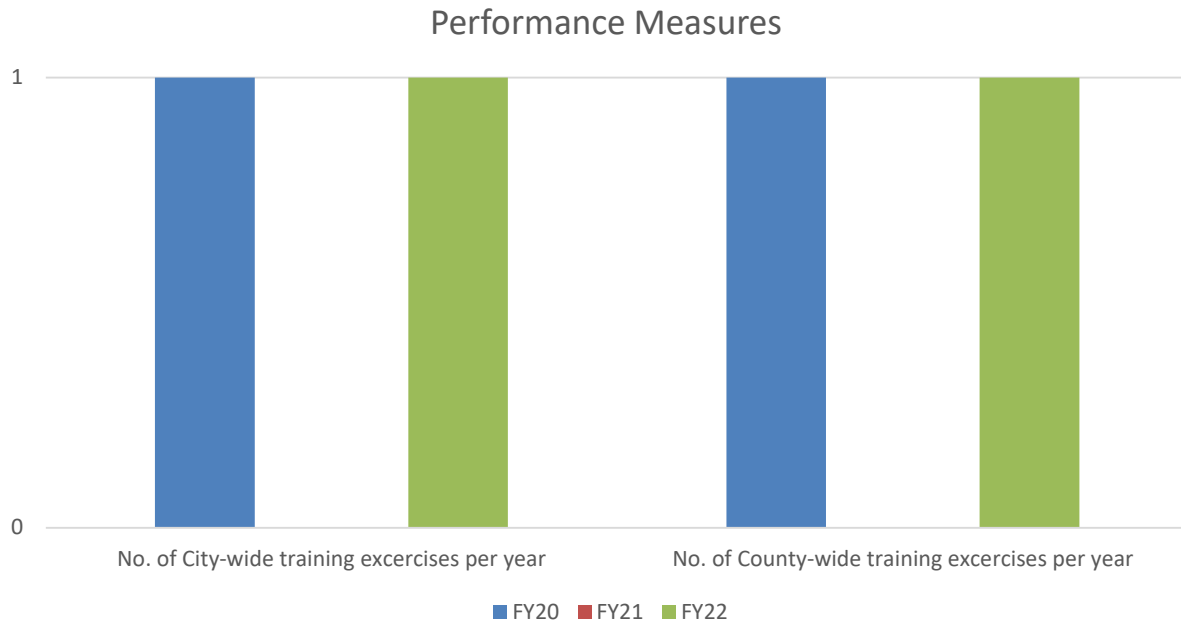
- Provide a platform for training and education for employees on the National Incident Command System (NIMS). Research opportunities to fund projects and ventures through Local, State, and Federal Grant funding.
- Oversee and provide direction for the City of Richmond and work with other entities and agencies during emergency situations.
- Serve as a conduit to promote awareness through different mediums to keep the public and city officials informed.

Emergency Management

FY22 Budget Changes

There are no changes in FY22.

Performance Measures



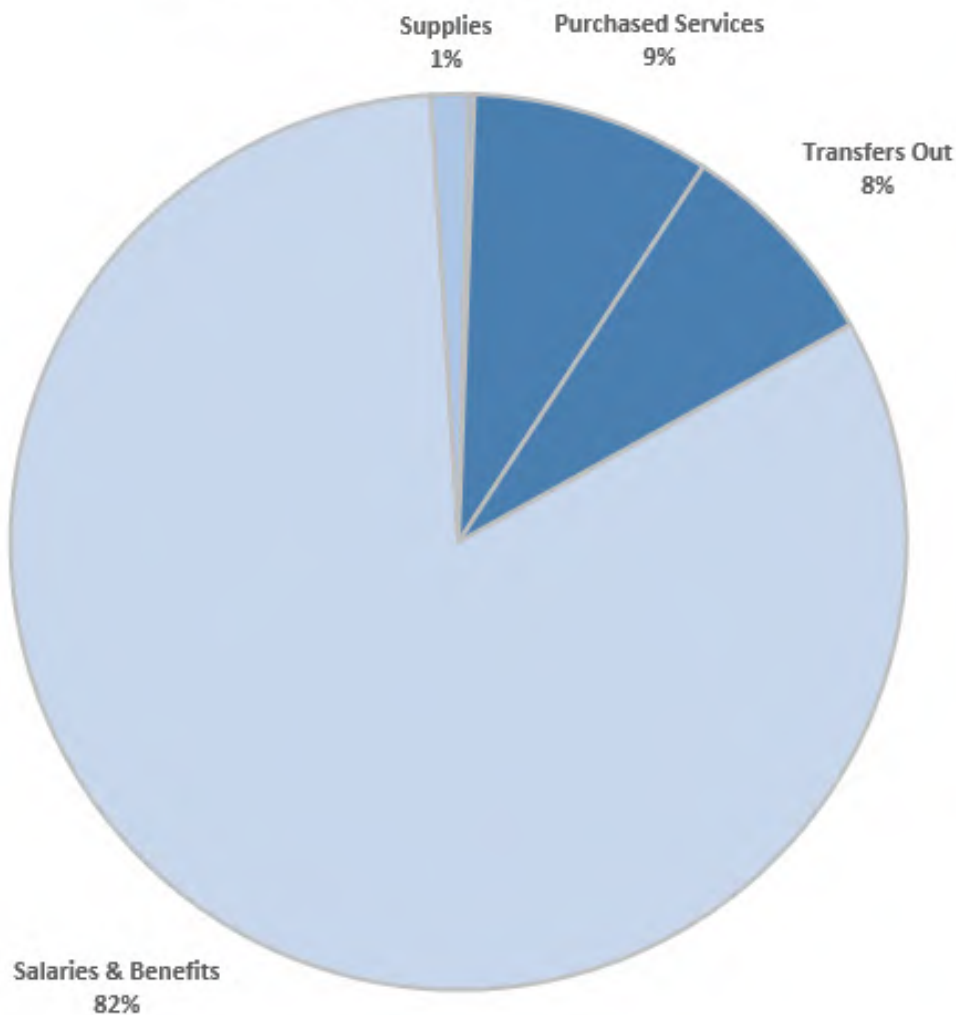
Emergency Management

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Emergency Management						
Salaries & Benefits	108,600	107,944	86,150	122,018	-	122,018
Supplies	165,317	469,032	469,032	2,012	-	2,012
Repairs & Maintenance	104	299	299	299	-	299
Purchased Services	2,378	12,350	12,350	12,850	-	12,850
Capital Items/Other	7,583	-	-	-	-	-
Transfers Out	-	5,000	5,000	11,500	-	11,500
Total Expenditures	283,982	594,625	572,831	148,680	-	148,680

Emergency Management

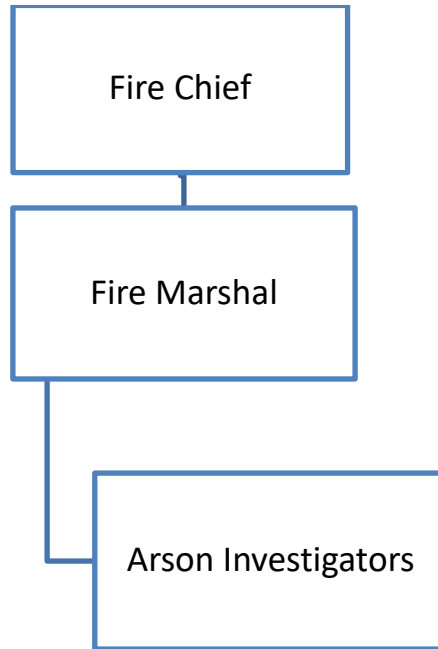
Annual Expenditures by Category



Historical Detail of Full-Time Equivalents (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
10 - General Fund			
5152 - Emergency Management			
Emergency Management Coordinator	1.0	1.0	1.0
5152 - Emergency Management Total	1.0	1.0	1.0
10 - General Fund Total	1.0	1.0	1.0

Fire Marshal



Fire Marshal

Mission Statement

The Fire Marshal's office is committed to providing our community with a professional fire and life safety program through fire protection plan reviews, informative occupancy inspections, effective fire and life safety enforcement, public fire prevention and safety education, with the overall goal of reducing the loss of life and property.

Departmental Overview

The Fire Marshal's Office manages the Fire Prevention Division and is overseen by the Richmond Fire Department. This division manages a variety of plan reviews, fire & life safety inspections, as well as conducting cause and origin fire investigations.

Programs of Service

Members of the Fire Marshal's Office conduct fire and arson investigations. Arson Investigators must be certified peace officers. These officers also inspect buildings for health and life safety issues. The Fire Prevention division works in conjunction with the Fire Operations Division, to present fire & life safety education to schools, as well as a variety of other groups.

FY22 Objectives

Comprehensive Master Plan Top-Ranked Priority

- Partner with the local community to ensure a safe living and working environments for all citizens and visitors of the City of Richmond.

Organization-wide Goal

- Fire Prevention and Inspections – Conduct regular fire and building inspections to create and maintain a safe environment to live, work, play and travel. The Fire Marshal's Office will conduct inspections on all new and existing commercial occupancies within the city limits.

Departmental Goals

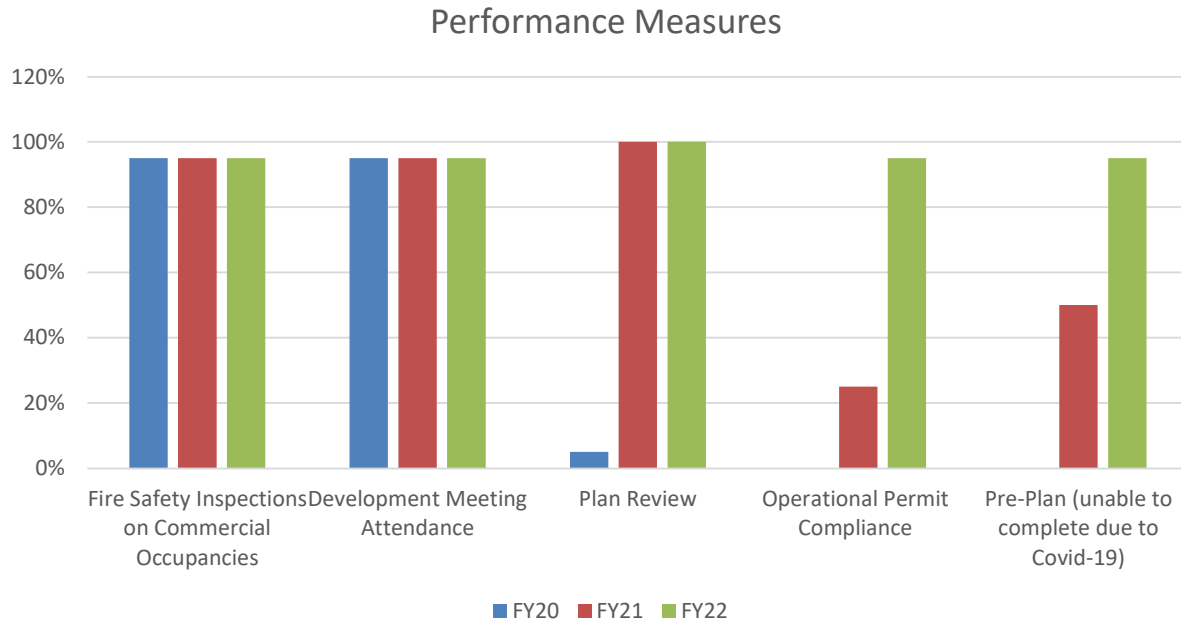
- Ensure that staff members are well versed and adequately trained to conduct general construction, fire alarm, fire sprinkler, underground fire line and fire extinguishing system plan reviews. This is one of the most important duties of a Fire Marshal's office and will especially be crucial as the city continues to grow.

FY22 Budget Changes

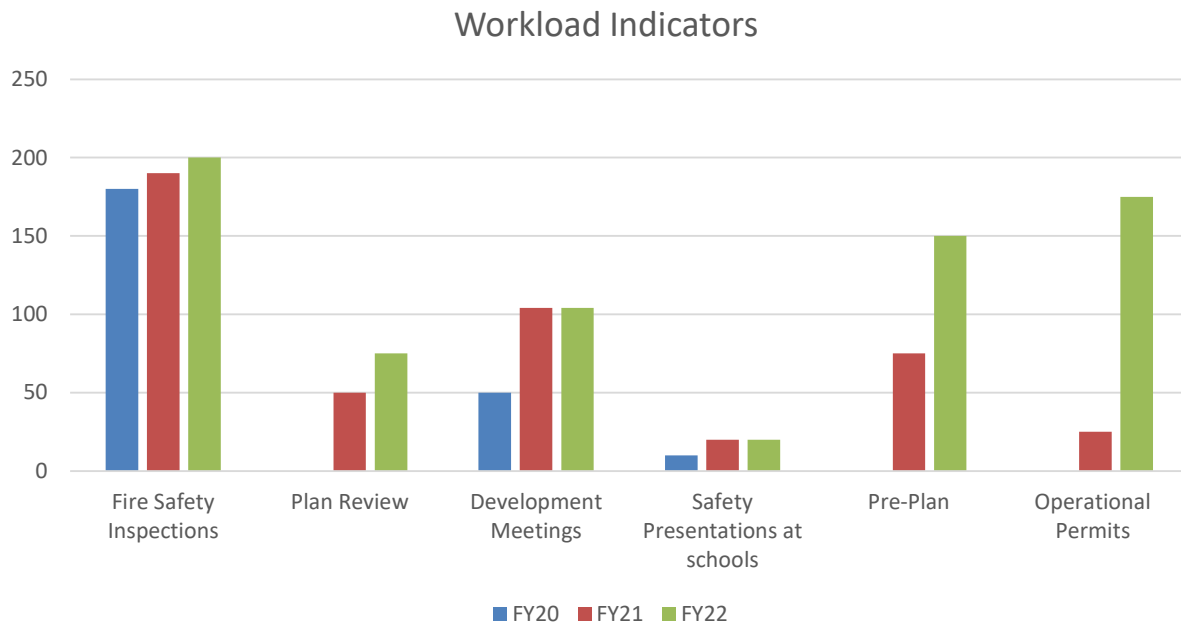
There are no changes in FY22.

Fire Marshal

Performance Measures



Workload Indicators



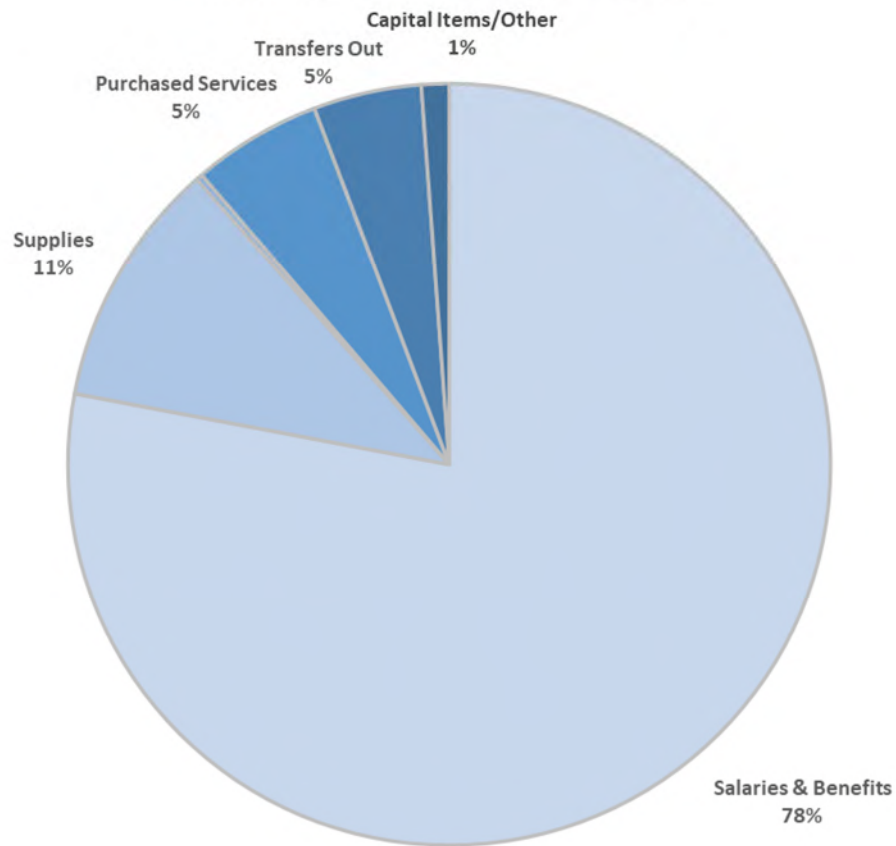
Fire Marshal

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Fire Marshal						
Salaries & Benefits	292,370	225,768	228,996	331,614	-	331,614
Supplies	24,461	26,881	26,881	44,631	-	44,631
Repairs & Maintenance	1,625	887	887	1,187	-	1,187
Purchased Services	22,277	21,395	21,395	23,345	-	23,345
Capital Items/Other	-	8,583	8,583	-	-	-
Transfers Out	7,000	18,000	18,000	19,500	-	19,500
Total Expenditures	347,733	301,514	304,742	420,276	-	420,276

Fire Marshal

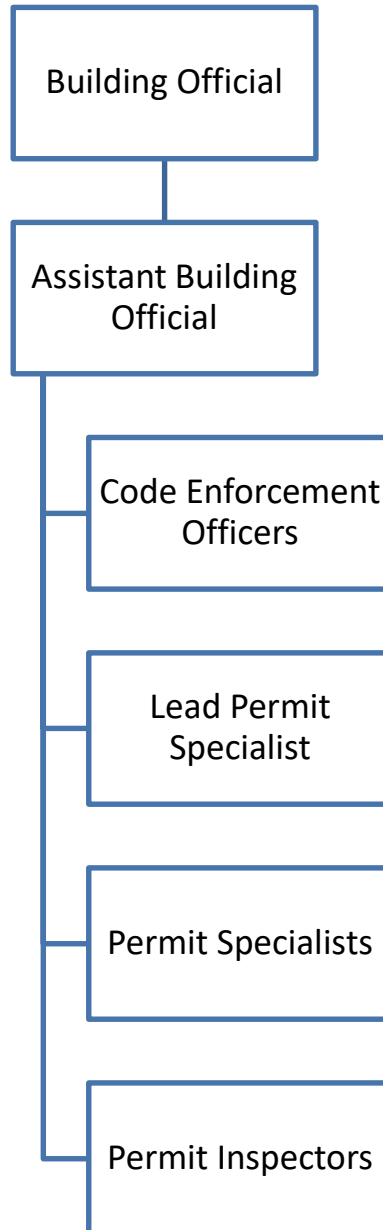
Annual Expenditures by Category



Historical Detail of Full-Time Equivalent (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
10 - General Fund			
5153 - Fire Marshal			
Arson Investigator	2.0	2.0	2.0
Fire Marshal	1.0	1.0	1.0
5153 - Fire Marshal Total	3.0	3.0	3.0
10 - General Fund Total	3.0	3.0	3.0

Building Permits



Building Permits

Mission Statement

The mission of the Richmond Building Department is to provide and maintain a team dedicated to providing exceptional customer service. We will continue to provide a professional approach to meet the needs of property and business owners of Richmond. The Building Department will exceed in customer expectations, trust, respect and integrity in all of our customer relations.

Departmental Overview

The Building Department is under the direction of the Assistant City Manager. The Building Department is responsible for enforcing the provisions of the Building Code. The Building Department manages plan reviews, issues permits, licenses, collects fees and handles all building related inspections including foundation, framing, electrical, plumbing, and mechanical. The Building official manages new construction, remodeling, health, building inspections, and the permit office. The Building Department is also responsible for code enforcement. Code enforcement is primarily responsible for the enforcement of various codes and ordinances of the City to safeguard the public health, welfare, and safety of the citizens. This activity includes enforcement of codes for buildings, plumbing, gas, electrical, mechanical inspections, Unified Development Code and issuing permits. Additional duties involve high grass control, debris removal, and the investigations and demolition of dangerous structures.

Programs of Service

Building Department services include managing plan reviews, issuing permits, licenses, fee collection and all building related inspections including foundation, framing, electrical, plumbing, and mechanical. The Building Official manages new construction, remodeling, health, building inspections, and the permit office. The Building Department is also responsible for the protection of health, safety, and welfare of residents through enforcement of the City's Codes and Ordinances. The Food Inspection Program is responsible for permitting and inspections of temporary, mobile, and permanent food establishments in order to ensure they are safe, sanitary and in compliance with applicable codes and regulations.

FY22 Objectives

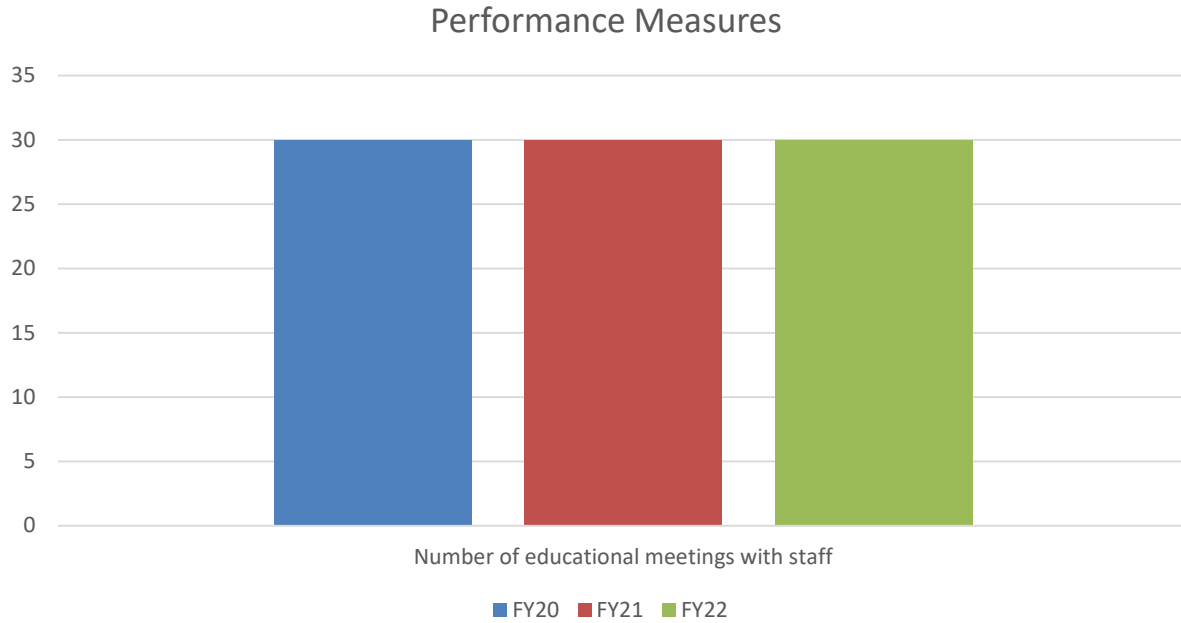
- Comprehensive Master Plan Top-Ranked Priority
 - Educate staff on the 2015 International Building Codes, Unified Development Code and laws.
 - To improve and maintain quality of life for neighborhoods throughout the City on private property.
- Organization-wide Goal
 - Streamline permitting and inspection processes.
- Departmental Goal
 - Continue to upgrade technology with Planning, Public Works, Flood Plain Administrator, and Fire Marshal departments to create a more efficient plan review process.

Building Permits

FY22 Budget Changes

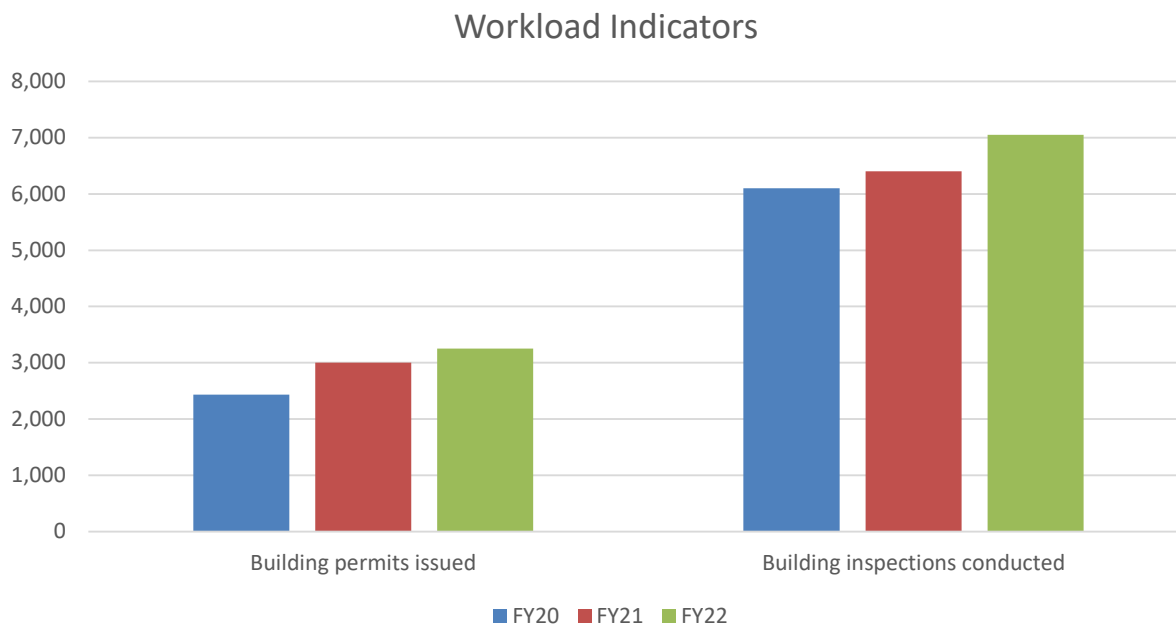
The Code Enforcement division is now combined with Building Permits. Historical financials have been combined and is illustrated in departmental expenditures section below.

Performance Measures



Building Permits

Workload Indicators

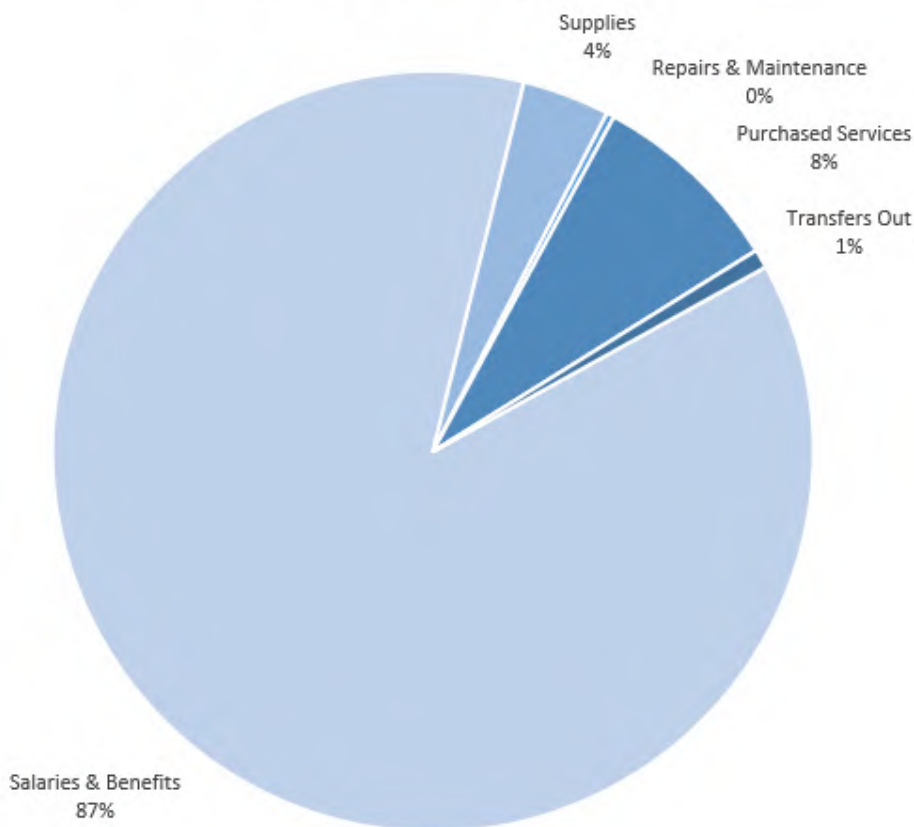


Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Building Permits						
Salaries & Benefits	447,378	647,925	592,786	707,760	-	707,760
Supplies	20,908	42,513	42,513	30,253	-	30,253
Repairs & Maintenance	4,629	3,286	3,286	2,686	-	2,686
Purchased Services	9,496	46,405	46,405	67,205	-	67,205
Transfers Out	-	6,000	6,000	6,500	-	6,500
Total Expenditures	482,411	746,129	690,990	814,404	-	814,404

Building Permits

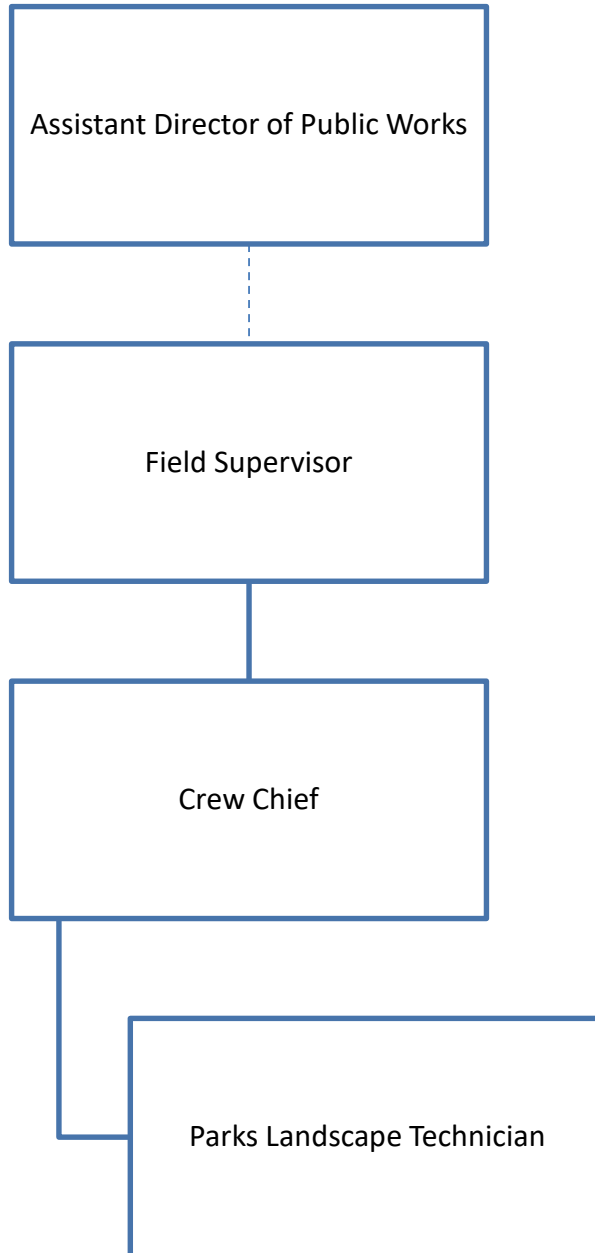
Annual Expenditures by Category



Historical Detail of Full-Time Equivalents (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
10 - General Fund			
5159 - Building			
Assistant Building Official	0.0	0.0	1.0
Building Official	1.0	1.0	1.0
Code Enforcement Officer	0.0	1.0	2.0
Inspector	1.0	2.0	0.0
Lead Permits Specialist	1.0	1.0	1.0
Permits Inspector	0.0	0.0	2.0
Permits Specialist	2.0	2.0	2.0
Senior Inspector	1.0	0.0	0.0
Water Quality & Code Compliance Supervisor	0.0	1.0	0.0
5159 - Building Total	6.0	8.0	9.0
10 - General Fund Total	6.0	8.0	9.0

Parks



Parks

Mission Statement

The mission of the Parks Department is to provide services that enhance the City's Parks System and that create an environment that is clean, safe and beautiful for the citizens of the City of Richmond to enjoy.

Departmental Overview

The Parks Department maintains George Park which has 10 baseball fields, 12 soccer fields, 4 softball fields, 1 football field, 2 sand volleyball areas, 1 pavilion, 2 concession stands, a one-mile jogging trail, and 2 large picnic areas. The Parks Department also takes care of Crawford Park, Clay Park, City Hall Park, Wessendorff Park, Wessendorff Trails and Freeman Town Park.

Programs of Service

Parks Department services include, picking up trash, mowing, cleaning restrooms, weed-eating, maintenance and inspection on all equipment, applying fertilizers and herbicides, and grounds maintenance.

FY22 Objectives

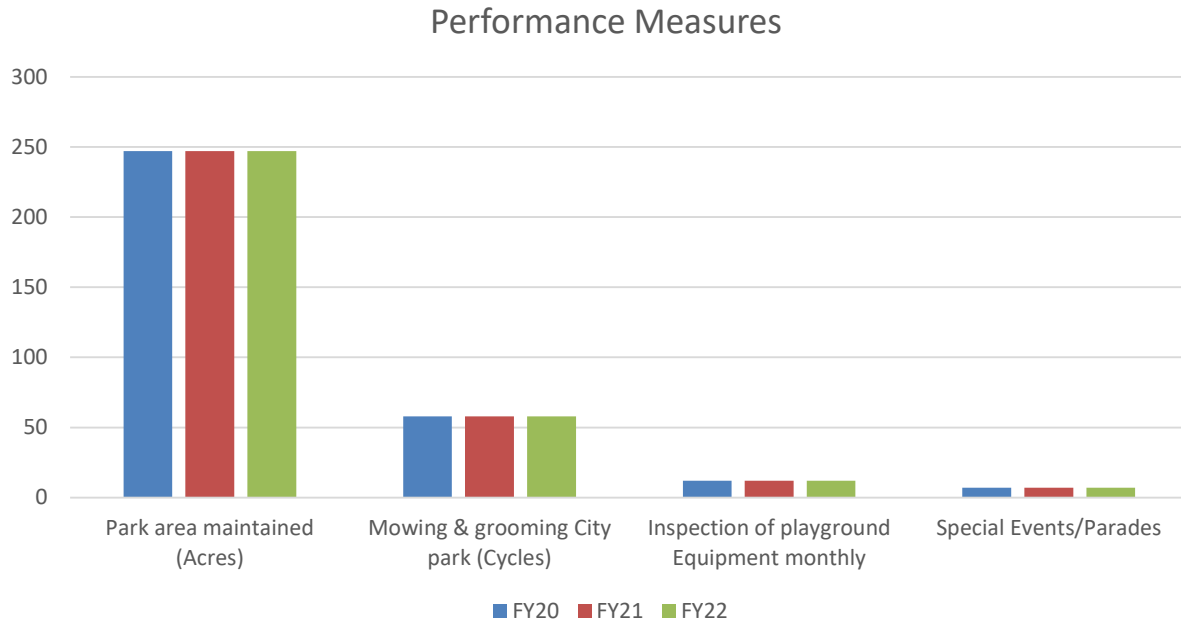
- Comprehensive Master Plan Top-Ranked Priority
 - Provide a safe and esthetically pleasing Park environment for citizens and visitors.
 - Maintain landscapes and appearance of City facilities and monuments.
- Organization-wide Goal
 - Improve efficiency of park maintenance.
- Departmental Goal
 - Encourage and promote employees to receive continuing education.

FY22 Budget Changes

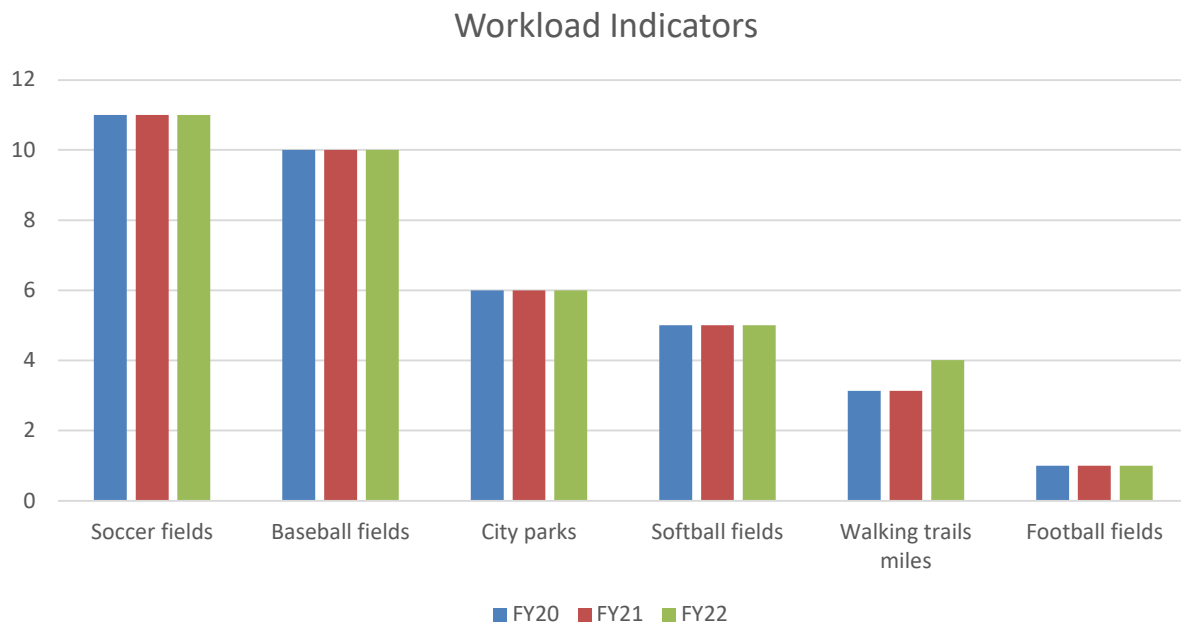
There are no changes for FY22.

Parks

Performance Measures



Workload Indicators



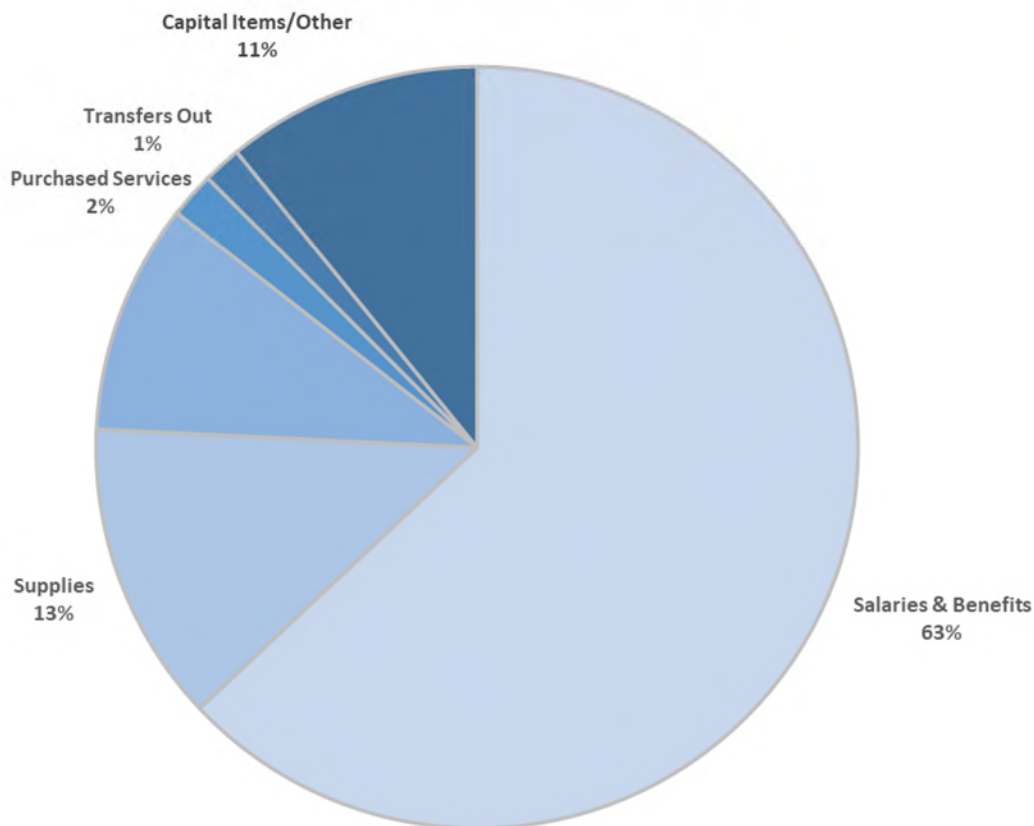
Parks

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	Changes	Annual
	Actuals	Budget	Estimates	Budget		Budget
Parks						
Salaries & Benefits	240,292	338,069	337,777	338,688	-	338,688
Supplies	64,613	69,552	69,552	70,553	-	70,553
Purchased Services	7,003	10,250	10,250	10,730	-	10,730
Repairs & Maintenance	22,608	54,095	54,095	54,095	-	54,095
Capital Items/Other	9,934	-	-	-	-	-
Transfers Out	-	9,000	9,000	9,000	-	9,000
Total Expenditures	344,450	480,966	480,674	483,067	-	483,067

Parks

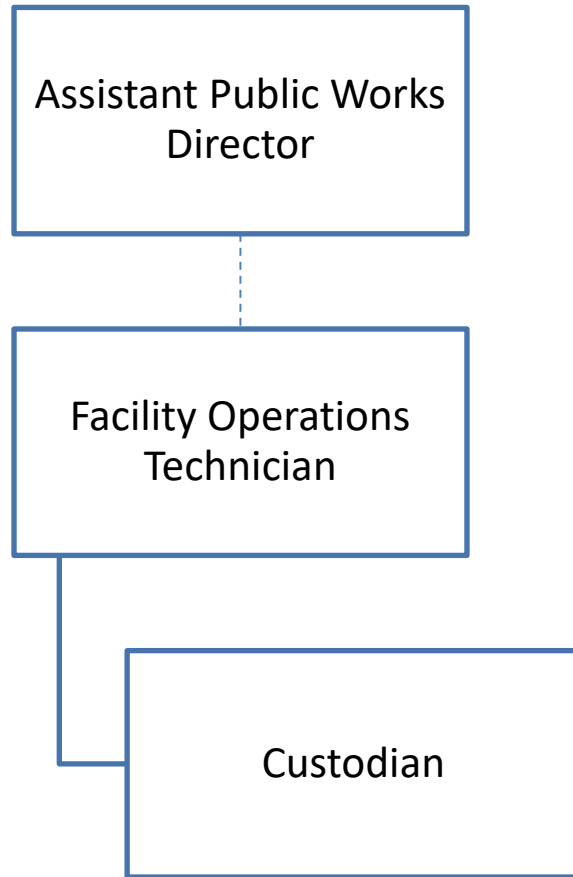
Annual Expenditures by Category



Historical Detail of Full-Time Equivalents (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
10 - General Fund			
5160 - Parks			
Crew Chief	1.0	0.0	0.0
Field Supervisor	0.0	0.0	1.0
Foreman	1.0	1.0	0.0
Parks Crew Lead Worker	0.0	1.0	1.0
Parks Landscape Technician	4.0	4.0	4.0
5160 - Parks Total	6.0	6.0	6.0
10 - General Fund Total	6.0	6.0	6.0

Facilities



Facilities

Mission Statement

The mission of the Facilities Department is to provide services that enhance the City's Facilities in a clean, safe workplace for city employees and the general public.

Departmental Overview

The Facilities Department reports to the Assistant Director of Public Works and oversees the set-up, operation, monitoring and maintenance of facility and site systems, by outsourcing and/or by hands-on repair. The Facilities Department plays an integral role in infrastructure modification and expansion of existing facilities as well as to-be-constructed facilities. Additionally, the Facilities Department assists in preparing bid specifications, obtaining quotes, managing contracts and acts as the primary point of contact for facility contractors, vendors, and internal customers.

Programs of Service

Facilities services includes monitoring and maintaining all HVAC, mechanical, electrical, security access and plumbing systems. Additionally, Facilities oversees remodeling, construction, repair, preventative and general maintenance, and custodial contracts.

FY22 Objectives

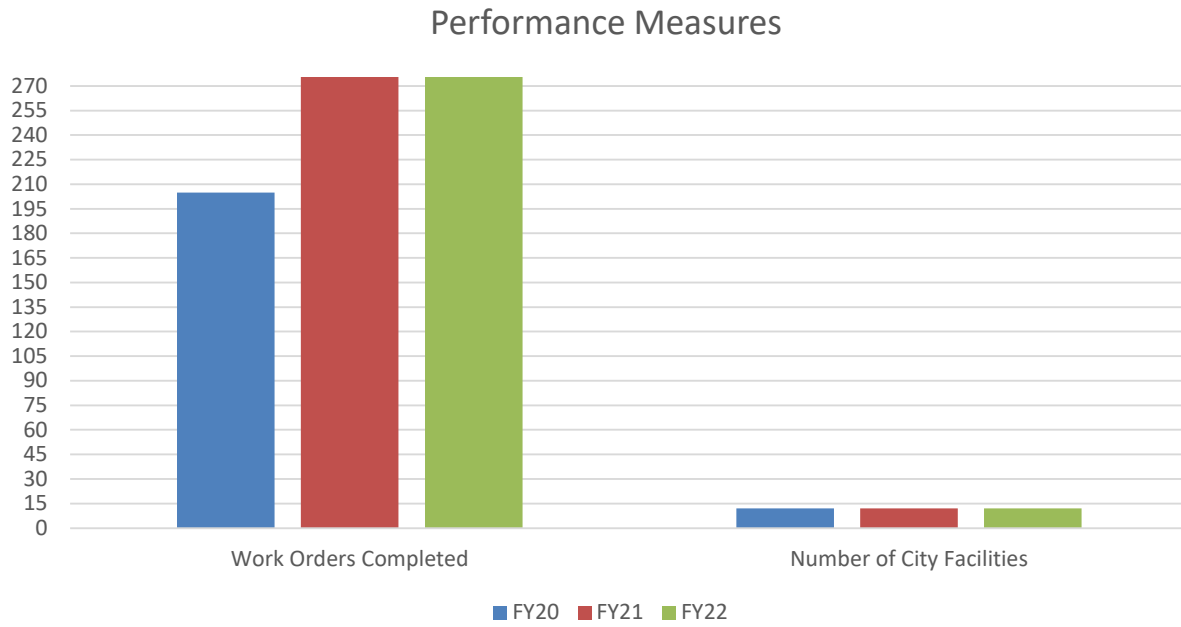
- Comprehensive Master Plan Top-Ranked Priority
 - Continuously seek ways to improve the service to our employees, citizens and visitors to our city.
- Organization-wide Goal
 - Provide a safe, clean and comfortable work environment for employees and the City's customers
 - Maintain and update facility inventory, sign inventory and asset inventory program.
 - Manage facilities in a safe and secure manner ensuring the optimum comfort level for employees and citizens.
- Departmental Goal
 - Achieve customer satisfaction by being responsive and following through on requests
 - Take proactive measures in addressing the maintenance needs of facilities through routine building inspections and preventive maintenance
 - Address and track customer needs by processing service requests and work orders through the City's iWorQ System

FY22 Budget Changes

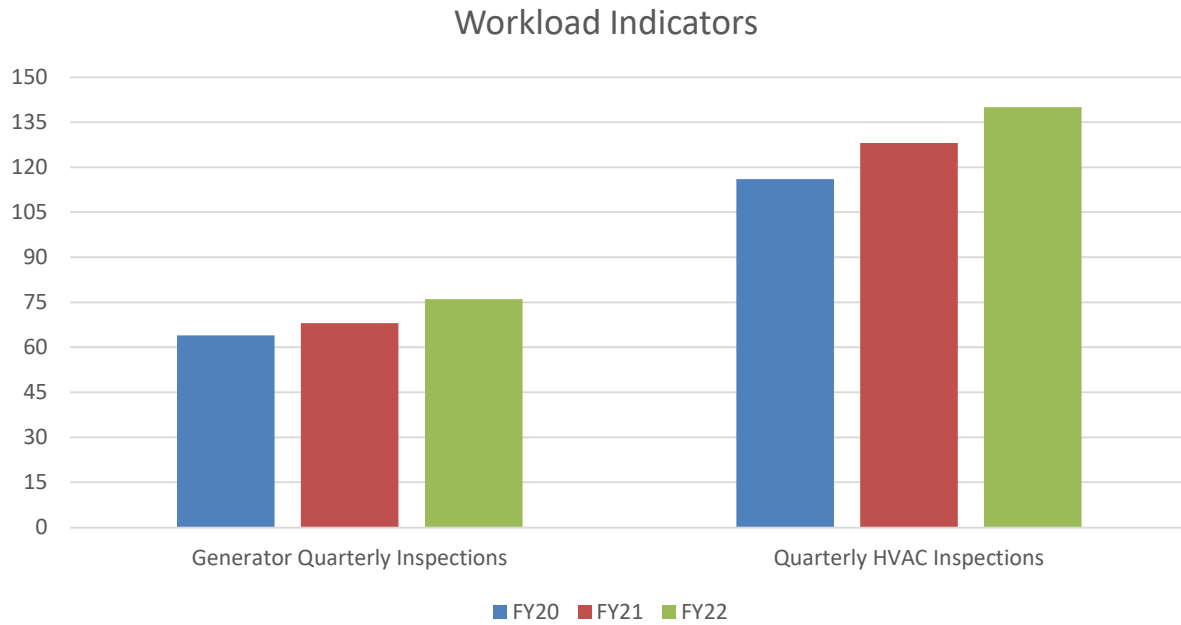
There are no changes for FY22.

Facilities

Performance Measures



Workload Indicators

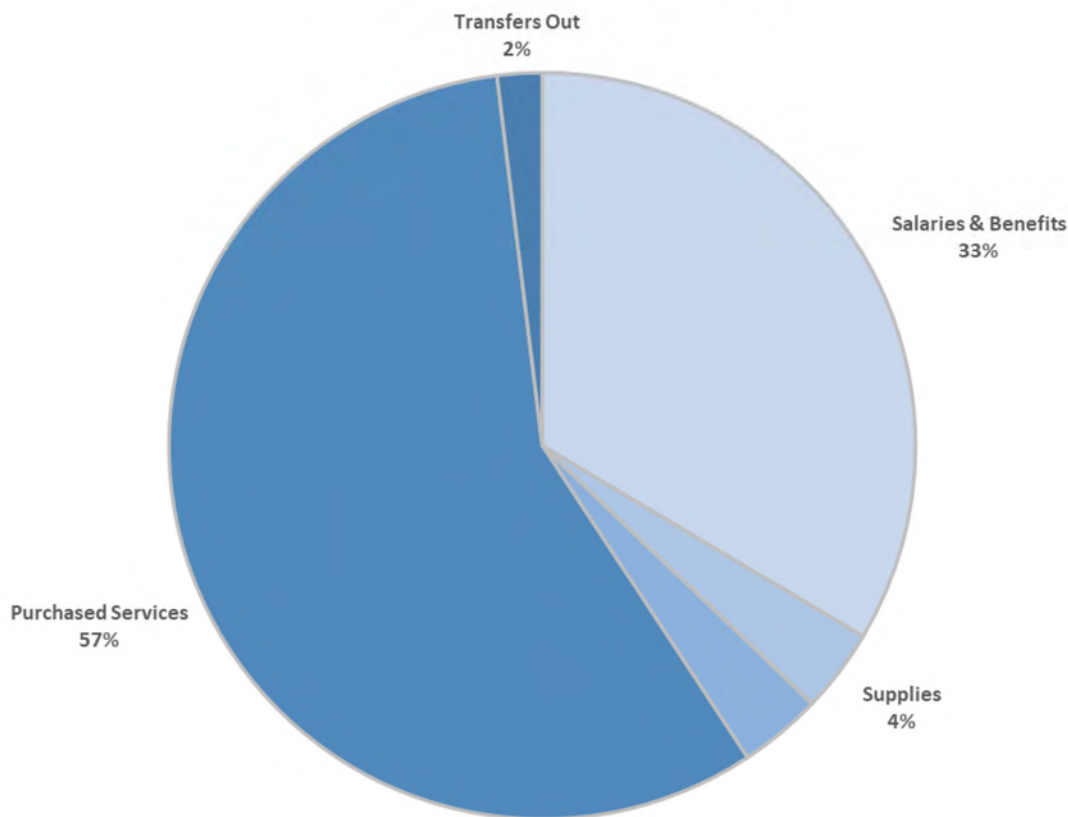


Facilities

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Facilities						
Salaries & Benefits	127,031	120,769	120,769	129,582	-	129,582
Supplies	9,548	11,950	11,950	13,950	-	13,950
Repairs & Maintenance	29,040	18,894	18,894	13,844	-	13,844
Purchased Services	76,412	215,363	215,363	221,427	-	221,427
Transfers Out	-	7,000	7,000	7,500	-	7,500
Total Expenditures	242,031	373,976	373,976	386,303	-	386,303

Annual Expenditures by Category

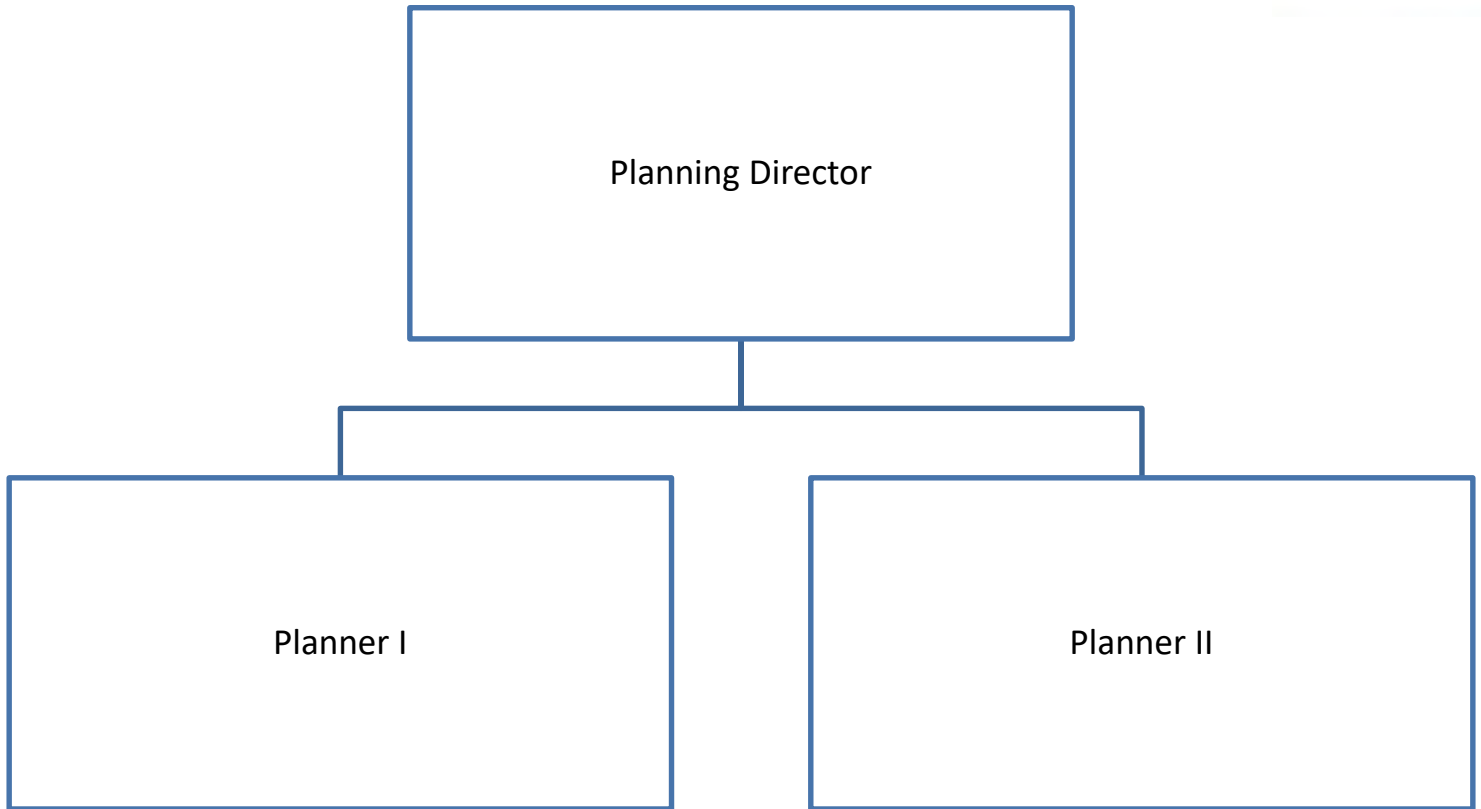


Facilities

Historical Detail of Full-Time Equivalents (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
10 - General Fund			
5170 - Facilities			
Custodian	1.0	1.0	1.0
Facility Operations Technician	1.0	1.0	1.0
5170 - Facilities Total	2.0	2.0	2.0
10 - General Fund Total	2.0	2.0	2.0

Planning



Planning

Mission Statement

The mission of the Planning Department is to effectively manage growth and development in accordance with the Comprehensive Master Plan and zoning regulations adopted by the City Commission; to facilitate ordinance amendments and new policies as necessary; and to provide excellent internal and external customer service in a growing city.

Departmental Overview

The Planning Department is primarily responsible for the logical and systematic planning of the City's growth and development by providing professional support to citizens, developers, the Planning and Zoning Commission, the Zoning Board of Adjustment, the City Commission, and other City departments. The Department also provides support to the Richmond Historical Commission and houses the City's Historical Preservation Officer (HPO). The Planning Department is responsible for the implementation of the Unified Development Code (UDC), Comprehensive Master Plan, and other adopted plans. The Department maintains and houses a majority of the City's GIS database and produces specific maps for City departments and general informational maps for citizens.

Programs of Service

Planning Department services include:

- Administering Zoning and Subdivision regulations which is adopted in the form of a Unified Development Code (UDC) through plan and plat reviews;
- Monitoring and facilitation of UDC updates and amendment to reflect community goals accurately and legislative changes;
- Administering Historic District guidelines to ensure that development within the district is sensitive to the historic character of the community;
- Maintaining and updating City's GIS database and production of maps for City staff and citizens;
- Interdepartmental collaborations in day to day operations related to permits and development projects;
- Interdepartmental collaborations necessary to meet Comprehensive Master Plan Goals;
- Periodical review and update Comprehensive Master Plan;
- Providing quality customer service by assisting and guiding developers and citizens through the development process.

FY22 Objectives

- Comprehensive Master Plan Top-Ranked Priority
 - Use annexation as a strategic growth tool to expand Richmond's population and tax base.
 - Elevate the appearance, quality, and compatibility of development.
 - Rehabilitate and preserve Richmond's existing neighborhoods and community assets.
 - Enhance and preserve Richmond's natural amenities.
 - Strengthen the awareness and image of Richmond throughout the region.

Planning

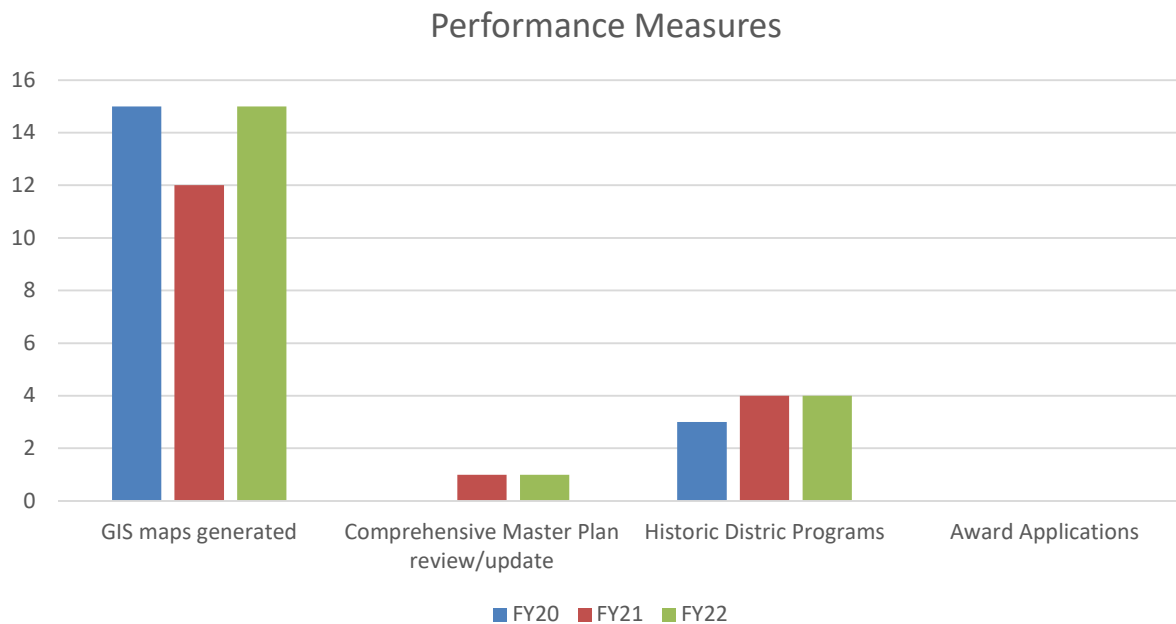
- Organization-wide Goal
 - Ensure a well-planned City which is safe, beautiful, and livable through the implementation of the Comprehensive Master Plan, through the provisions of Unified Development Code, and other Master Plans.
 - Facilitate desirable and high-quality new developments that are compatible with the existing community.
 - Ensure preservation of historic properties and community assets.

- Departmental Goal
 - Provide professional planning services to the City Commission, Planning and Zoning Commission, Zoning Board of Adjustment, Richmond Historical Commission, appointed committees, City departments, and the Richmond Community.
 - Facilitation and continued education of the Unified Development Code and Official Zoning Map to the community, developers, and City staff.
 - Maintain a Geographical Information System in the City and support other departments as necessary.

FY22 Budget Changes

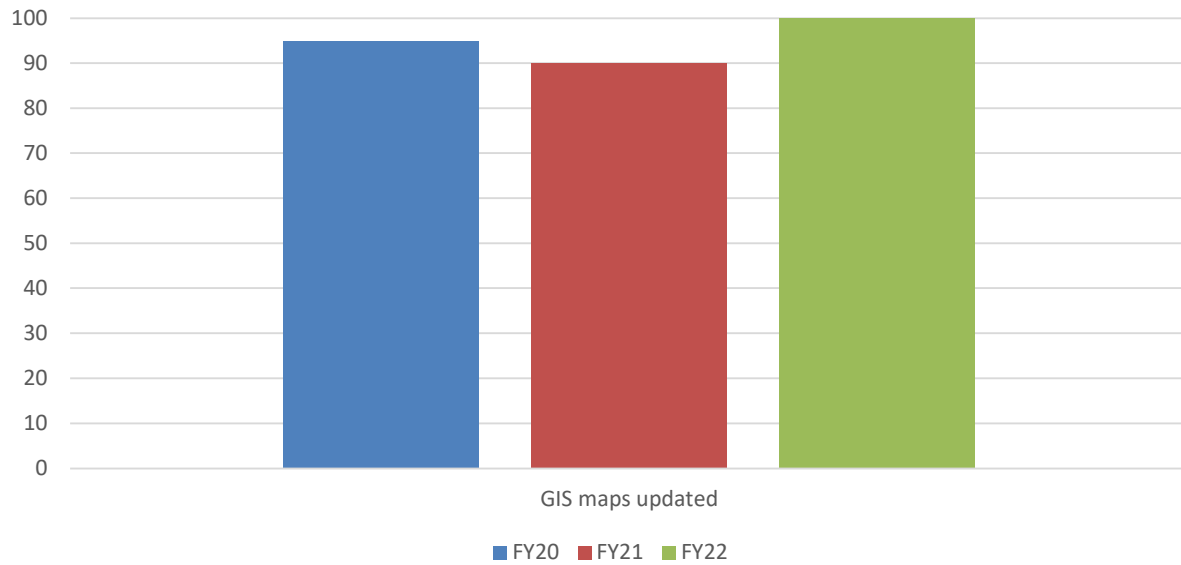
There are no changes for FY21.

Performance Measures



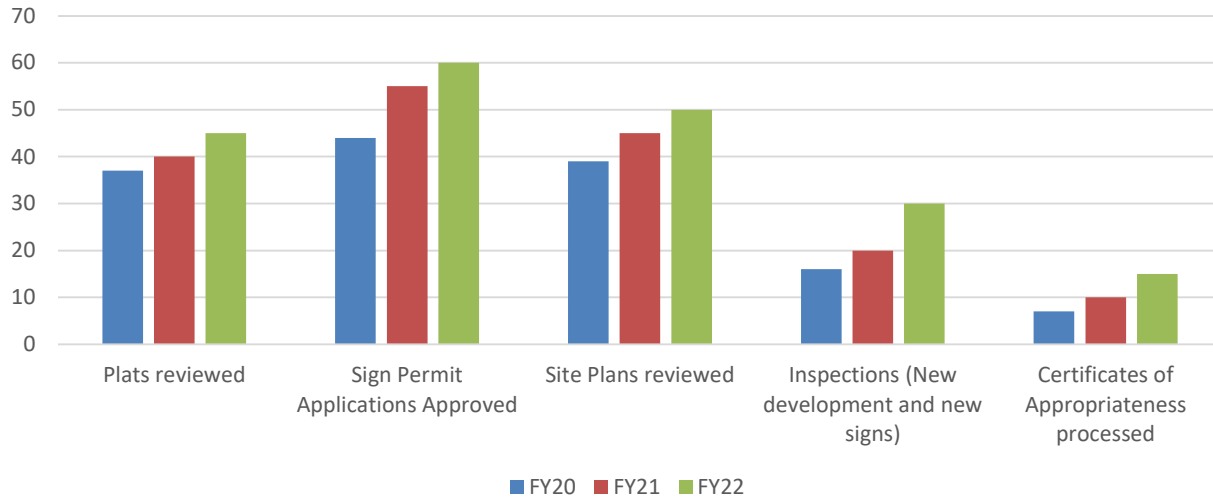
Planning

Performance Measures



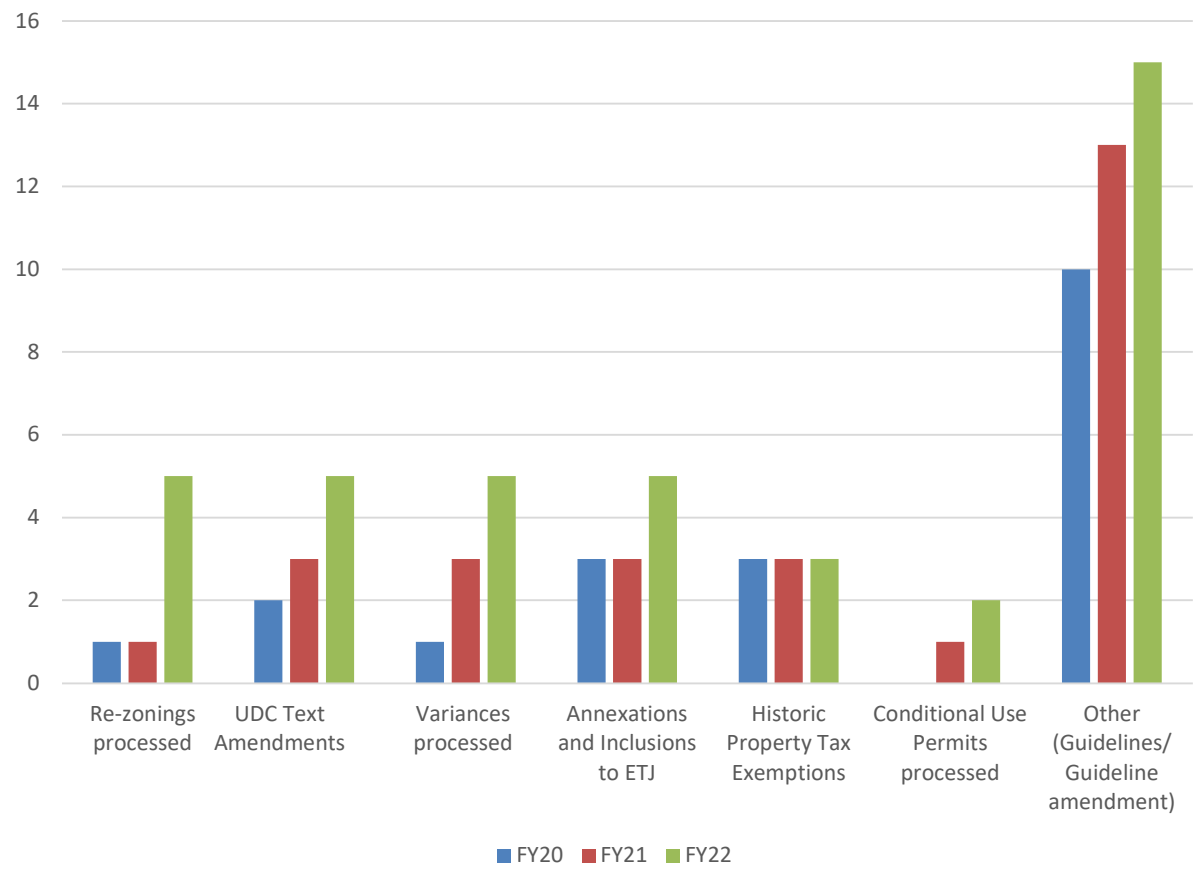
Workload Indicators

Workload Indicators



Planning

Workload Indicators

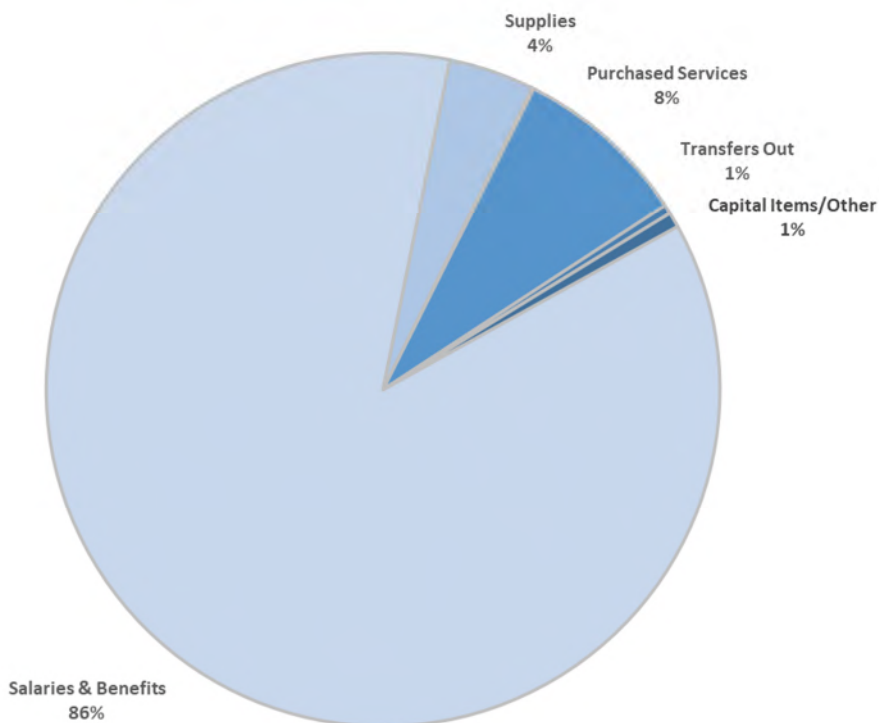


Planning

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Planning						
Salaries & Benefits	268,220	274,206	274,206	311,650	-	311,650
Supplies	11,626	14,177	14,177	14,177	-	14,177
Purchased Services	17,362	28,886	28,886	30,136	-	30,136
Repairs & Maintenance	800	311	311	311	-	311
Transfers Out	-	-	-	1,500	-	1,500
Total Expenditures	298,007	317,580	317,580	357,774	-	357,774

Annual Expenditures by Category

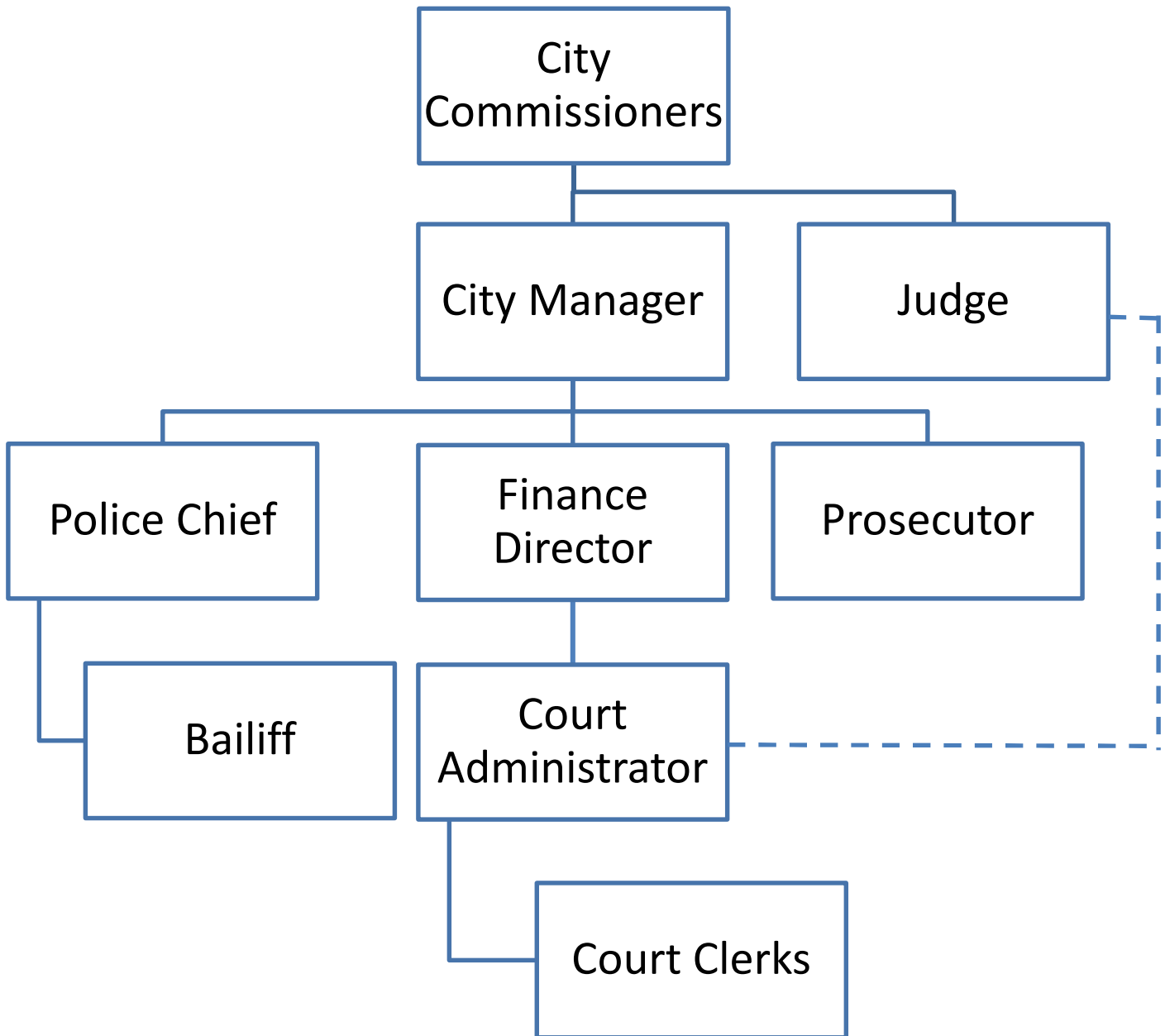


Planning

Historical Detail of Full-Time Equivalents (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
10 - General Fund			
5175 - Planning			
Associate Planner	1.0	0.0	0.0
GIS Specialist	1.0	0.0	0.0
Planner	0.0	2.0	0.0
Planner I	0.0	0.0	1.0
Planner II	0.0	0.0	1.0
Planning Director	1.0	1.0	1.0
5175 - Planning Total	3.0	3.0	3.0
10 - General Fund Total	3.0	3.0	3.0

Municipal Court



Municipal Court

Mission Statement

The mission of Municipal Court is to treat the citizens who appear in Municipal Court in a courteous, fair, efficient manner and assure them of a fair, impartial and timely disposition of their cases. Municipal Court is entrusted with authority and jurisdiction of all Class C misdemeanor criminal cases that arise as a result of violations of the Texas Uniform Traffic Act, the Texas Penal Code and other State law and City ordinances. These services are intended to be provided in a timely, accurate and cost-effective manner.

Departmental Overview

The Court Administrator is under the direction of the Finance Director. The Court Clerks are under the direction of the Court Administrator.

The presiding Judge is appointed by the City Commission to serve for a two-year term. The Judge presides over all arraignment hearings and trials, both jury and non-jury, sets bonds, signs arrest and capias warrants, and performs magistrate functions for prisoners and juveniles. The prosecutor for the City prosecutes violations of City ordinances and Class C misdemeanors.

Programs of Service

The functions of the Municipal Court include the processing of citations, accepting and preparing complaints, scheduling cases, preparing docket, notifying persons of scheduled hearings, maintaining court records, and preparing state reports, affidavits, appeals and sworn statements. The Court maintains the “failure to appear” reporting program, and prepares jury summons and subpoenas, complaints and other associated duties of trial preparation.

FY22 Objectives

- Organization-wide Goal
 - To invest in the development of staff to meet the growth and demands of the City.
 - Continue to improve technology in the Municipal Court Department to strengthen the image of Richmond.
- Departmental Goal
 - Efficiently process and administer all matters coming into and before the Municipal Court.
 - Ensure that court records are accurate, available and properly retained.
 - Provide clerks with additional training and continuing education.
 - Continue to update and improve office and courtroom security

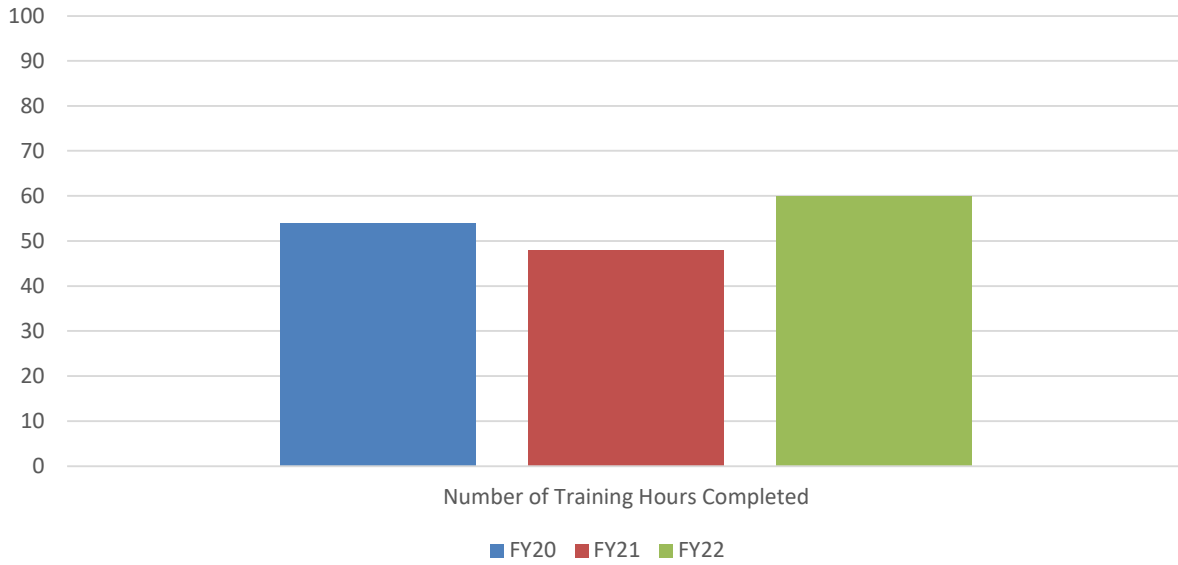
FY22 Budget Changes

There are no changes in FY21.

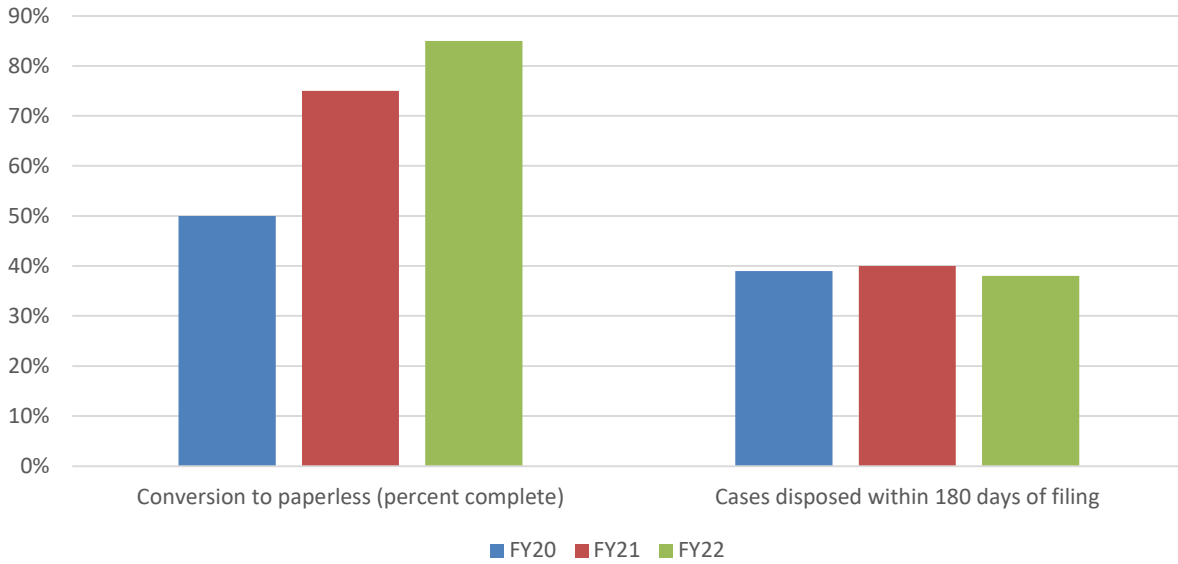
Municipal Court

Performance Measures

Performance Measures

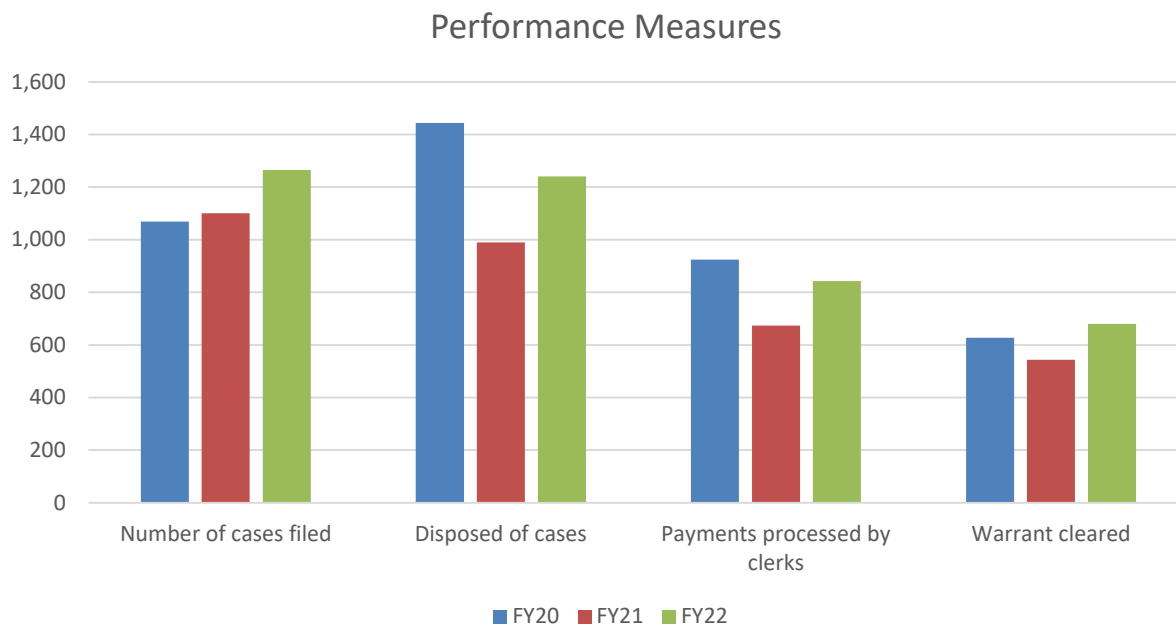


Performance Measures



Municipal Court

Workload Indicators

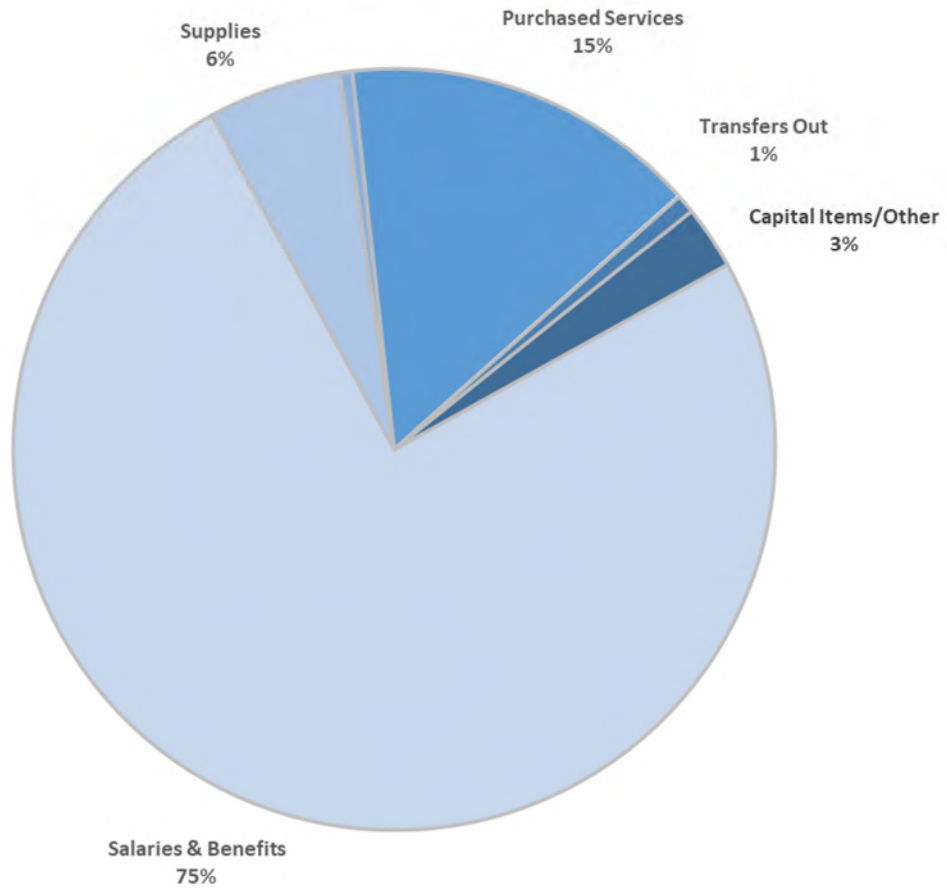


Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Municipal Court						
Salaries & Benefits	318,582	261,341	283,985	283,082	-	283,082
Supplies	15,586	21,097	21,097	21,097	-	21,097
Purchased Services	107,501	56,072	56,072	56,445	-	56,445
Repairs & Maintenance	3,918	1,943	1,943	1,943	-	1,943
Transfers Out	-	-	-	3,000	-	3,000
Professional Services	-	93	93	93	-	93
Total Expenditures	445,587	340,546	363,190	365,660	-	365,660

Municipal Court

Annual Expenditures by Category



Historical Detail of Full-Time Equivalent (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
10 - General Fund			
5180 - Municipal Court			
Bailiff	1.0	1.0	1.0
Court Administrator	1.0	1.0	1.0
Court Clerk	2.0	2.0	2.0
5180 - Municipal Court Total	4.0	4.0	4.0
10 - General Fund Total	4.0	4.0	4.0

Non-Departmental

Services

The non-departmental department is used to account for expenditures and transfers that don't belong to any specific cost center and are more transparently represented in their entirety as a standalone cost without allocation across multiple cost centers. Total Non-Departmental Costs are \$2,436,096.

Non-Departmental

The Non-Departmental Expenditures subcategory totals \$1,992,596 and is comprised of rebates & assignments, miscellaneous, and salaries & benefits.

Rebates & Assignments

The City has nine MUDs, of which, eight have entered into strategic partnership agreements which entitles them to a portion of the sales tax collected within their district. Additionally, the City has entered into a development agreement that requires a rebate of 50% of the sales tax collected within a business center as a reimbursement for infrastructure improvements. The rebates & assignments section accounts for the expenditure associated with those agreements. For FY22 \$692,000 is budgeted for these purposes.

Miscellaneous

Miscellaneous expenses under this section includes payments associated with property insurance claims reimbursements, contingency funds, credit card and banking fees and other miscellaneous expenditures. Miscellaneous expenses total \$1,300,596. Of this, \$1,142,936 is set-a-side for contingency, with \$305,000 for key issues reserves, and the \$305,000 for City Commission reserves. Other miscellaneous expenditures include \$100,000 for insurance claims (which is offset with an insurance reimbursement revenue) and \$57,660 for credit card and banking fees.

Salaries & Benefits

Salaries & benefits includes an expenditure offset for salary savings. This offset is estimated at \$500,000, and these savings are generated as a result of budgeting full employment and recognizing that saving are historically generated each year from vacancies.

Transfers Out

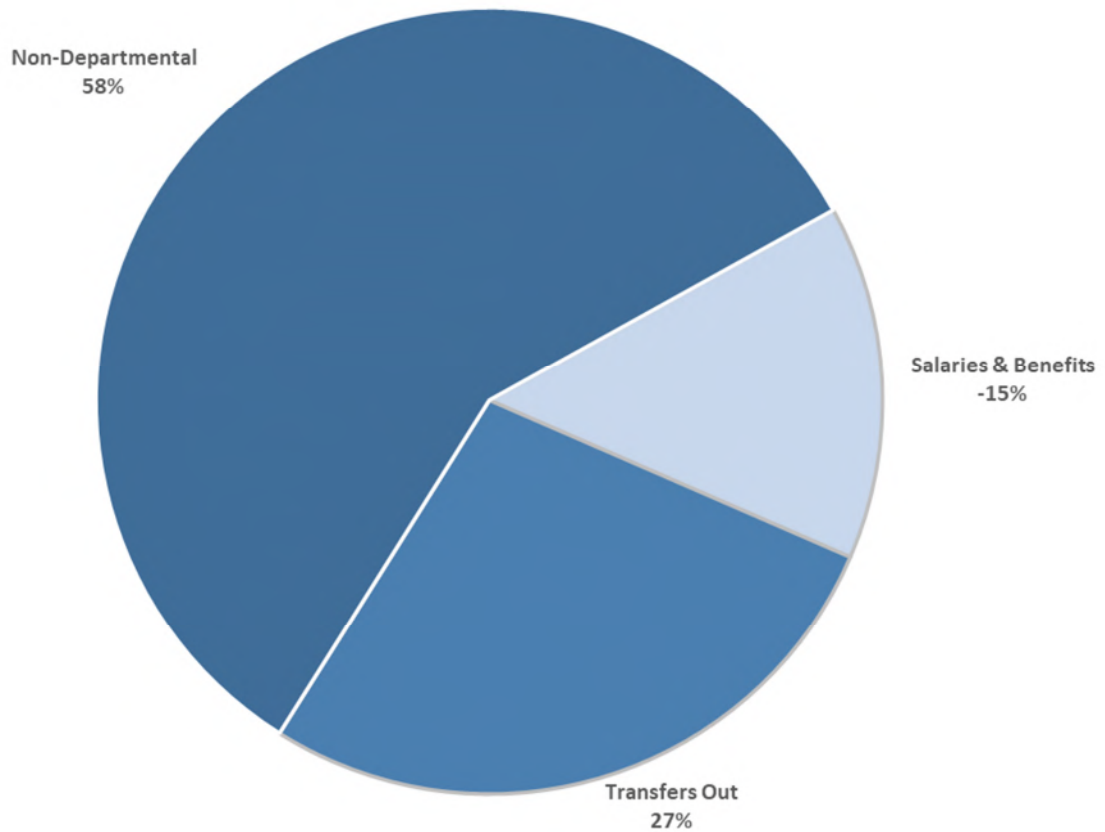
There is a \$943,500 one-time transfer to the Hi-Tech replacement fund. The funding for the one-time transfer is driven by the current year sales tax increase over budget.

Non-Departmental

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Non-Departmental						
Salaries & Benefits	-	-	(75,000)	-	(500,000)	(500,000)
Non-Departmental	-	952,170	1,021,770	882,596	1,110,000	1,992,596
Transfers Out	-	805,784	805,784	-	943,500	943,500
Total Expenditures	-	1,757,954	1,752,554	882,596	1,553,500	2,436,096

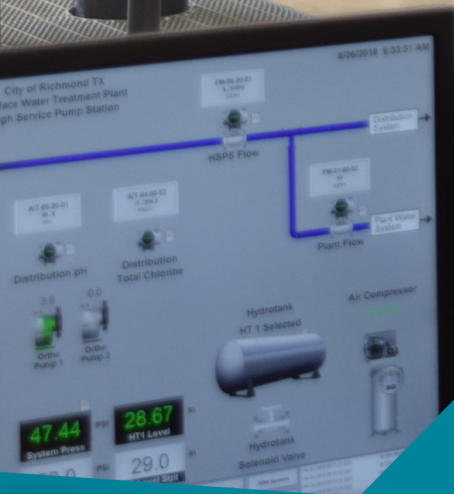
Annual Expenditures by Category



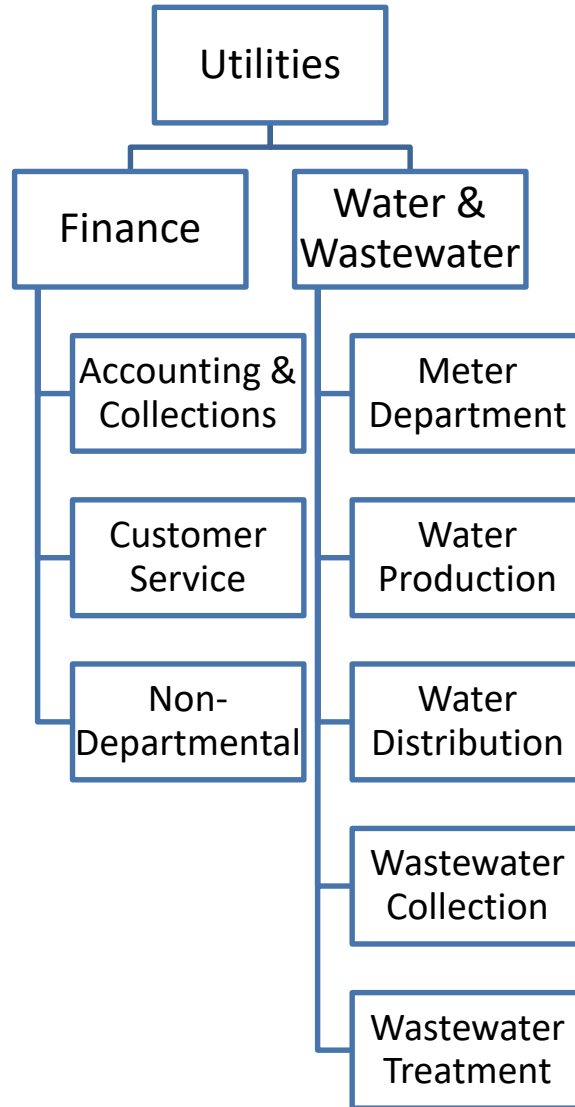


RICHMOND
EST. **TEXAS** 1837

ENTERPRISE FUNDS



Utility Fund



Utility Fund

The City's water and wastewater utilities are financed and operated in a manner similar to private business enterprises, where costs of providing the services to the public are financed primarily through user charges.

Fiscal Year 2021

FY21 total revenues are estimated to be \$8.8 million. Water and wastewater revenues are projected at \$8.2 million, License\Permits\Fees at \$360,400, Interest at \$5,000, and Other at \$100,000. Non-operating revenues include \$100,000 for insurance reimbursements.

Expenses are projected to be \$8.7 million. Operating expenses are projected at \$4.8 million, and non-operating at \$3.9 million. Non-operating expenses include \$382,391 in non-departmental expenses which consists of \$49,100 for credit card fees, \$62,060 for insurance and bonding, \$100,000 for insurance, \$15,600 in bank fees, and \$155,631 for contingency. There are also \$240,950 in transfers out to Debt Service, and \$3.29 million in transfers to other funds.

Ending cash equivalent balance at 9/30/21 is estimated to be \$2,181,241. The fund is projected to have a 92-day reserve, compared to the 90-day requirement established by policy.

Fiscal Year 2022

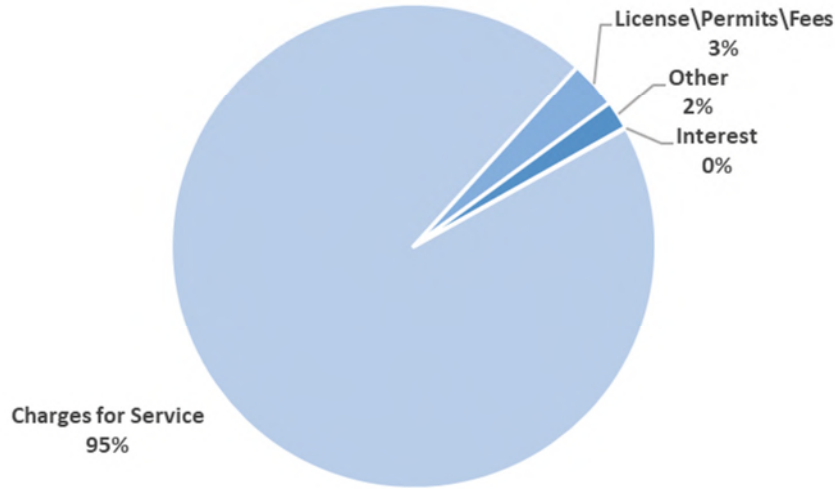
Revenues are estimated to be \$9.4 million. Water and wastewater revenues are budgeted at \$8.9 million. There is a 5% increase in water and wastewater fees. Other revenues include License\Permits\Fees of \$300,000, interest of \$5,000, other revenues of \$80,000. Non-operating revenues include \$100,000 for insurance reimbursements.

Expenses total \$9.3 million and includes recurring cost of \$280,000 for debt service fees.

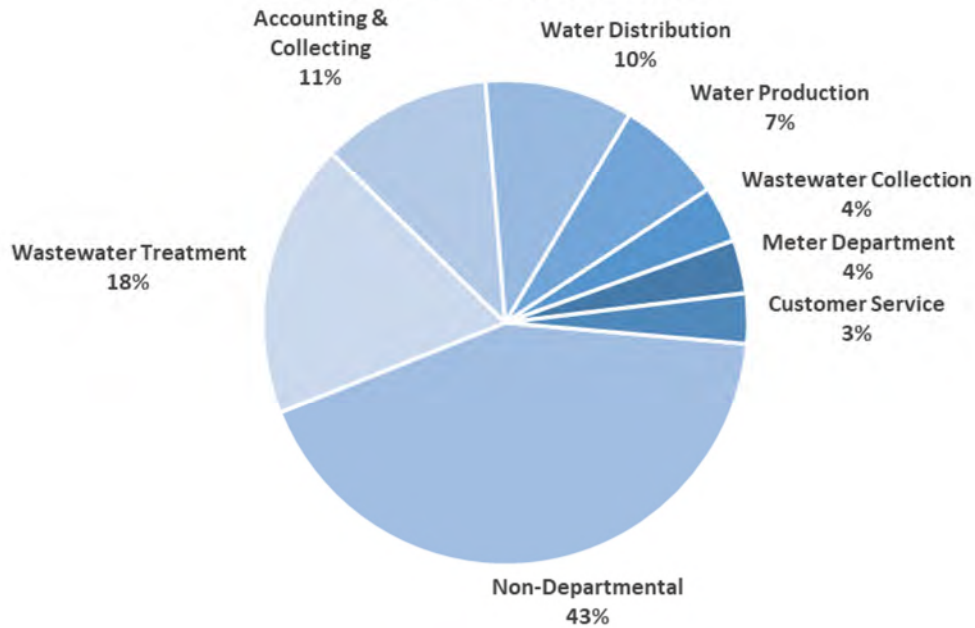
The Ending cash equivalent balance at 9/30/22 is estimated to be \$2,312,530. The fund is projected to have a 91-day reserve, compared to the 90-day requirement established by policy.

Utility Fund

Utility Fund Revenues



Utility Fund Expenditures



Utility Fund Income Statement

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base		Annual
	Actuals	Budget	Estimates	Budget	Changes	Budget
Revenue						
Operating						
Charges for Service	7,931,685	8,217,390	8,217,390	8,907,481	-	8,907,481
License\Permits\Fees	267,693	360,400	360,400	300,000	-	300,000
Interest	14,963	5,000	5,000	5,000	-	5,000
Other	164,081	100,000	100,000	80,000	-	80,000
Intergovernmental	-	-	-	-	-	-
Operating Total	8,378,421	8,682,790	8,682,790	9,292,481	-	9,292,481
Non-Operating						
Other	-	100,000	100,000	100,000	-	100,000
Non-Operating Total	-	100,000	100,000	100,000	-	100,000
Revenue Total	8,378,421	8,782,790	8,782,790	9,392,481	-	9,392,481
Expenditure						
Operating						
Salaries & Benefits	2,294,783	2,591,719	2,473,969	2,742,472	-	2,742,472
Supplies	852,343	1,021,673	1,021,673	1,061,702	-	1,061,702
Repairs & Maintenance	279,915	451,631	451,631	449,600	-	449,600
Purchased Services	670,036	749,052	749,052	760,672	-	760,672
Professional Services	54,800	70,550	70,550	20,980	-	20,980
Capital Items/Other	-	-	-	-	-	-
Operating Total	4,151,877	4,884,625	4,766,875	5,035,426	-	5,035,426
Non-Operating						
Transfers Out	3,494,968	3,532,097	3,532,097	3,242,201	-	3,242,201
Capital Items/Other	-	-	-	-	-	-
Non-Departmental	115,784	582,391	382,391	703,565	280,000	983,565
Non-Operating Total	3,610,752	4,114,488	3,914,488	3,945,766	280,000	4,225,766
Expenditure Total	7,762,629	8,999,113	8,681,363	8,981,192	280,000	9,261,192
Revenues Over/(Under) Expenses	615,792	(216,323)	101,427	411,289	(280,000)	131,289
Beginning Fund Balance	1,464,022	2,079,814	2,079,814	2,181,241		2,181,241
Ending Fund Balance	2,079,814	1,863,491	2,181,241	2,592,530		2,312,530
Fund Bal as % of Exp	26.8%	20.7%	25.1%	28.9%		25.0%
Fund Bal in Days	98	76	92	105		91

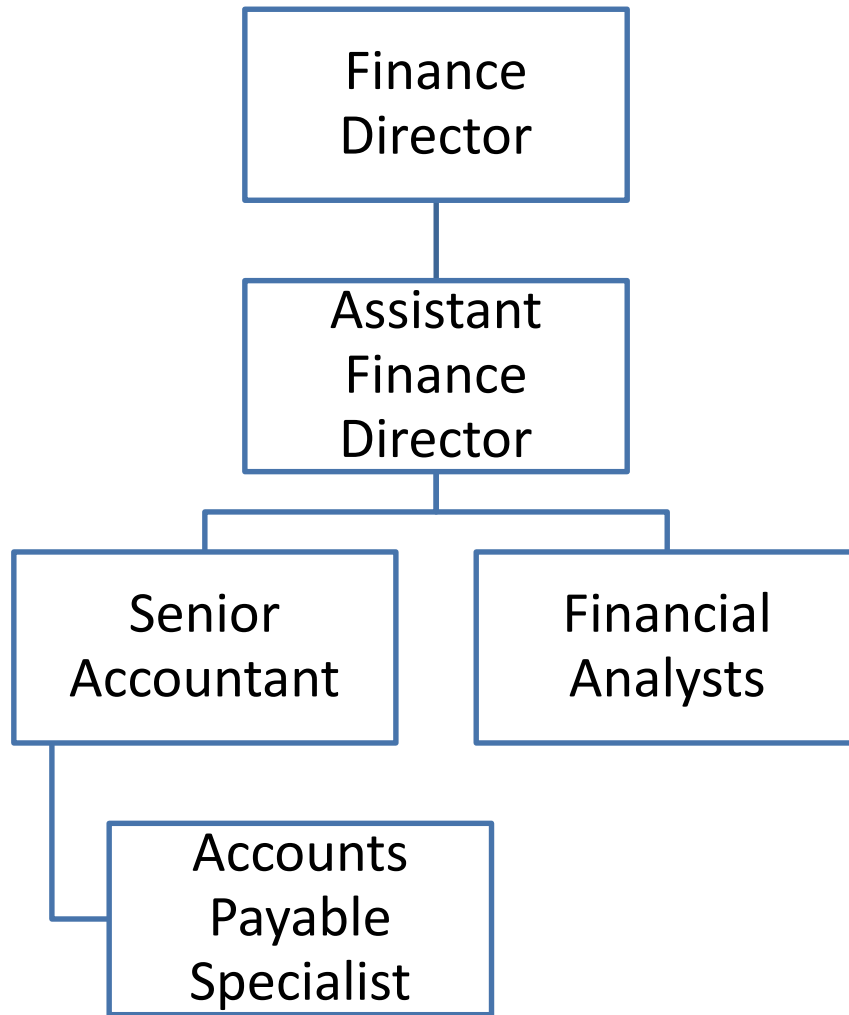
Schedule of Revenues

		FY20	FY21	FY21	FY22	FY22	FY22
		Prior Year	Current	Year-End	Base		Annual
		Actuals	Budget	Estimates	Budget	Changes	Budget
Charges for Service	Water	4,192,908	4,351,329	4,351,329	5,127,807	-	5,127,807
	Wastewater	3,605,747	3,713,061	3,713,061	3,597,174	-	3,597,174
	Service Charges	133,029	153,000	153,000	182,500	-	182,500
Charges for Service Total		7,931,685	8,217,390	8,217,390	8,907,481	-	8,907,481
Interest	Interest Income	14,963	5,000	5,000	5,000	-	5,000
Interest Total		14,963	5,000	5,000	5,000	-	5,000
License\Permits\Fees	Developer Processing Fees	267,658	360,400	360,400	300,000	-	300,000
	Reconnect Fees	35	-	-	-	-	-
License\Permits\Fees Total		267,693	360,400	360,400	300,000	-	300,000
Other	Other Income	162,470	100,000	100,000	80,000	-	80,000
	Insurance Reimbursements	-	100,000	100,000	100,000	-	100,000
	Reimbursements	1,611	-	-	-	-	-
Other Total		164,081	200,000	200,000	180,000	-	180,000
Total Revenue		8,378,421	8,782,790	8,782,790	9,392,481	-	9,392,481

Summary of Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base		Annual
	Actuals	Budget	Estimates	Budget	Changes	Budget
Accounting & Collecting	975,454	1,026,076	1,028,326	1,053,363	-	1,053,363
Customer Service	312,673	281,958	281,958	301,622	-	301,622
Meter Department	271,902	365,668	365,668	320,423	-	320,423
Non-Departmental	3,235,000	3,668,428	3,348,428	3,767,486	280,000	4,047,486
Water Production	681,366	654,879	654,879	654,721	-	654,721
Water Distribution	648,323	894,075	894,075	903,812	-	903,812
Wastewater Collection	409,214	392,821	392,821	349,004	-	349,004
Wastewater Treatment	1,228,697	1,715,208	1,715,208	1,630,762	-	1,630,762
	7,762,629	8,999,113	8,681,363	8,981,192	280,000	9,261,192

Accounting & Collections



Accounting & Collections

Mission Statement

The mission of the Accounting & Collecting Department is to provide services to citizens in a fair, consistent, cost-effective, courteous and organized manner; to provide citizens, management, mayor and commissioners accurate and useful financial information in a timely manner; and to deliver outstanding human resource services that focus on attracting, retaining, assisting, and developing a quality workforce in support of the City's commitment to provide leadership, services and infrastructure for a high quality of life for its citizens.

Departmental Overview

The Accounting & Collecting Department is responsible for effectively administering the City's financial operations. This includes establishing and improving accounting, budgeting and financial reporting standards. The Accounting & Collecting Department controls the collection and disbursement of funds and provides for their protection and investment. Maximum use of funds will be handled by timely collection and proper disbursement to obtain full use of investments. This department also facilitates purchasing, accounts receivable, performance management, and risk management.

Programs of Service

The Accounting & Collection Department includes Finance Administration, Accounting, Budget, Accounts Payable, Accounts Receivable, and Purchasing.

FY22 Objectives

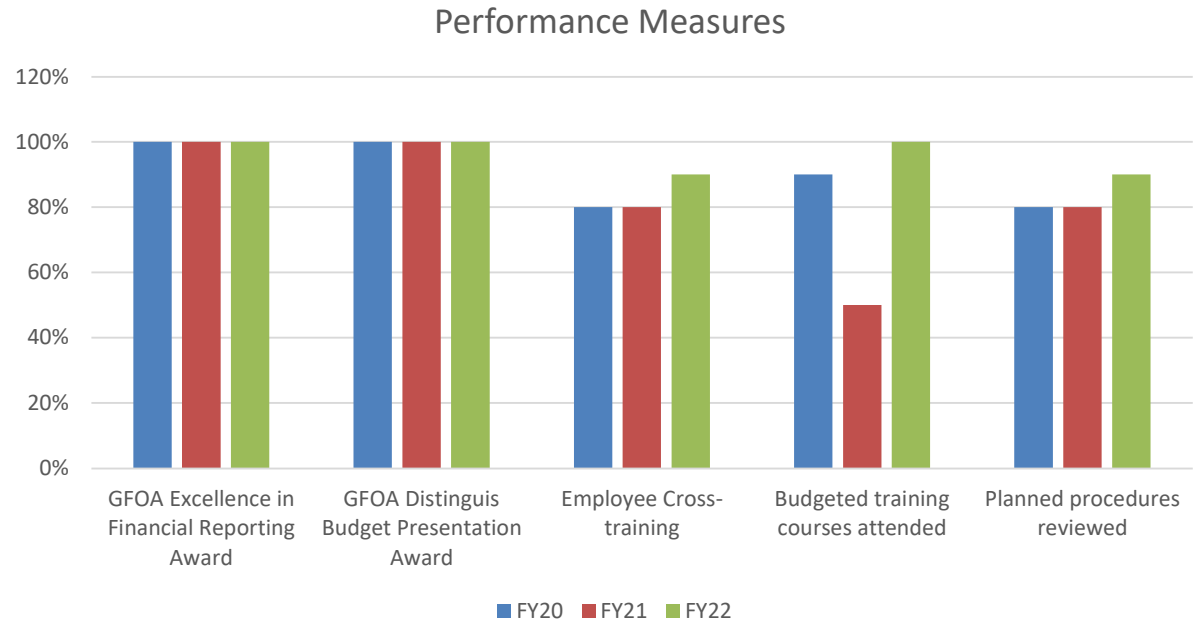
- Organization-wide Goal
 - Provide financial information to City departments, citizens, mayor and commissioners in an effective and timely manner.
 - Attract, retain and develop a quality workforce.
- Departmental Goal
 - Provide exceptional service to both internal and external customers.
 - Conduct monthly office staff meetings to improve communications.
 - Continue training, cross-training and professional development of staff.
 - Continue to seek operational efficiency and develop procedures to achieve the highest standards.

FY22 Budget Changes

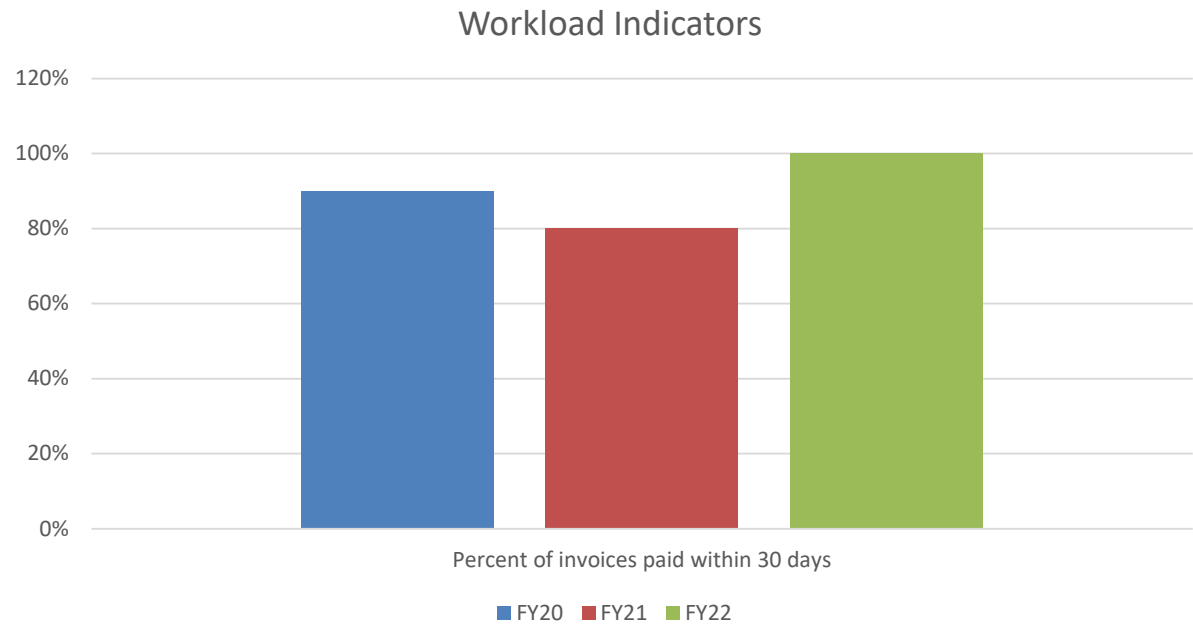
There are no changes in FY22.

Accounting & Collections

Performance Measures



Workload Indicators



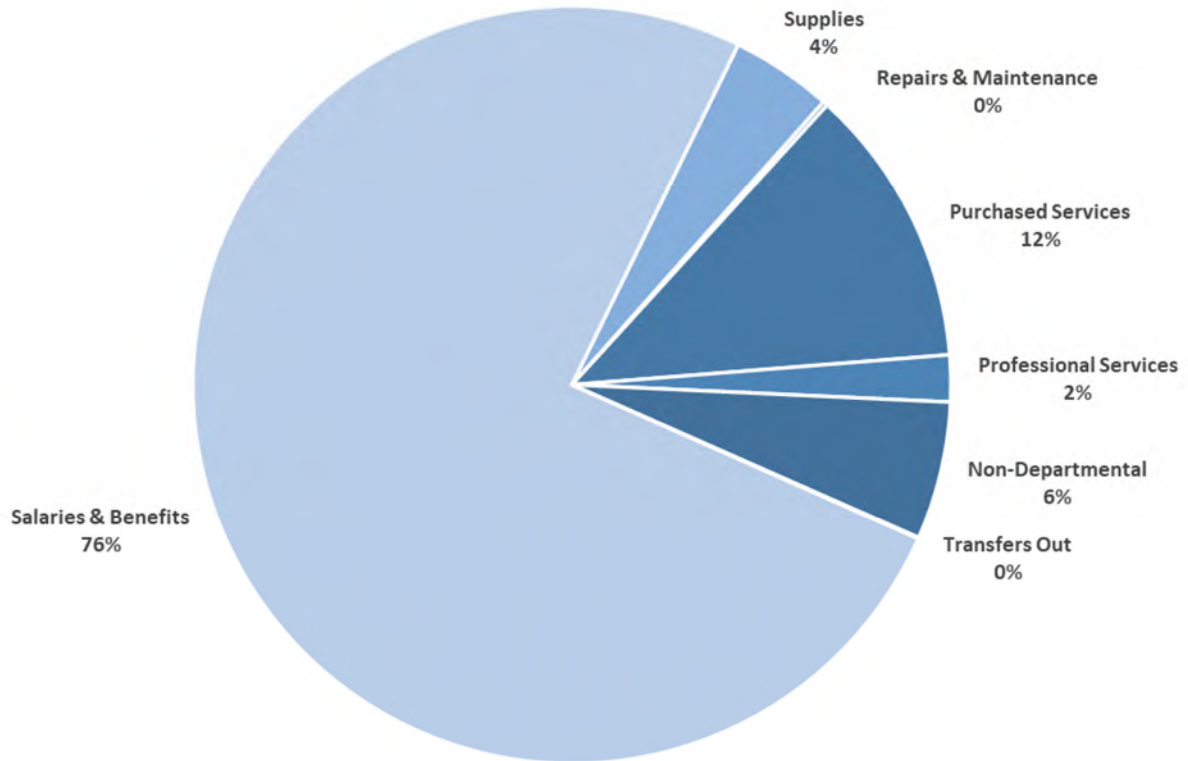
Accounting & Collections

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Accounting & Collecting						
Salaries & Benefits	526,487	769,240	771,490	796,046	-	796,046
Supplies	31,708	45,528	45,528	45,529	-	45,529
Repairs & Maintenance	6,148	2,111	2,111	2,111	-	2,111
Purchased Services	150,827	126,157	126,157	126,157	-	126,157
Professional Services	19,500	20,980	20,980	20,980	-	20,980
Transfers Out	125,000	-	-	480	-	480
Non-Departmental	115,784	62,060	62,060	62,060	-	62,060
Capital Items/Other	-	-	-	-	-	-
Total Expenditures	975,454	1,026,076	1,028,326	1,053,363	-	1,053,363

Accounting & Collections

Annual Expenditures by Category

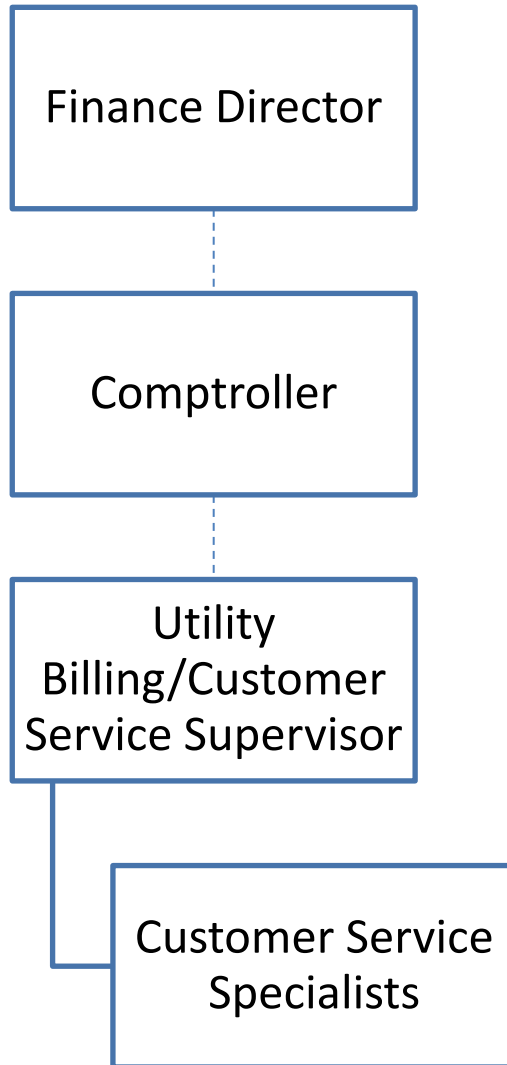


Accounting & Collections

Historical Detail of Full-Time Equivalents (FTEs)

	2020	2021	2022
	Actual	Estimate	Budget
20 - Utilities Fund			
5200 - Accounting & Collecting			
Accounts Payable Specialist	1.0	1.0	1.0
Assistant Finance Director	0.0	1.0	1.0
Comptroller	1.0	0.0	0.0
Finance Director	1.0	1.0	1.0
Financial Analyst	1.0	1.0	2.0
Quality Assurance Coordinator	1.0	1.0	0.0
Senior Accountant	1.0	1.0	1.0
5200 - Accounting & Collecting Total	6.0	6.0	6.0
20 - Utilities Fund Total	6.0	6.0	6.0

Customer Service



Customer Service

Mission Statement

The mission of the Customer Service Department is to provide excellent service to our customers, accurate and timely reading of water meters for use in billing customers, and to provide the timely preparation and accurate billings and collections of utilities to customer accounts.

Departmental Overview

Customer Service Department is responsible for the billing of water, wastewater, surface water, solid waste, sales tax on solid waste and other miscellaneous charges for services provided by the City. The Customer Service Specialists manage customer inquiries, process customer requests for service connections, disconnections, and transfers in person, phone, and by email. Customer Service is also responsible for the collection of current and delinquent accounts, reviewing monthly meter readings to process utility billings, responding to citizen inquiries concerning utility billing, following up on service requests and dispatching the Meter Department based on work orders.

Programs of Service

The Customer Service Department manages the utility billing process, assists customers with making payments, acts as the primary phone contact for the City, processes utility work orders, and responds to customer complaints regarding utility service.

FY22 Objectives

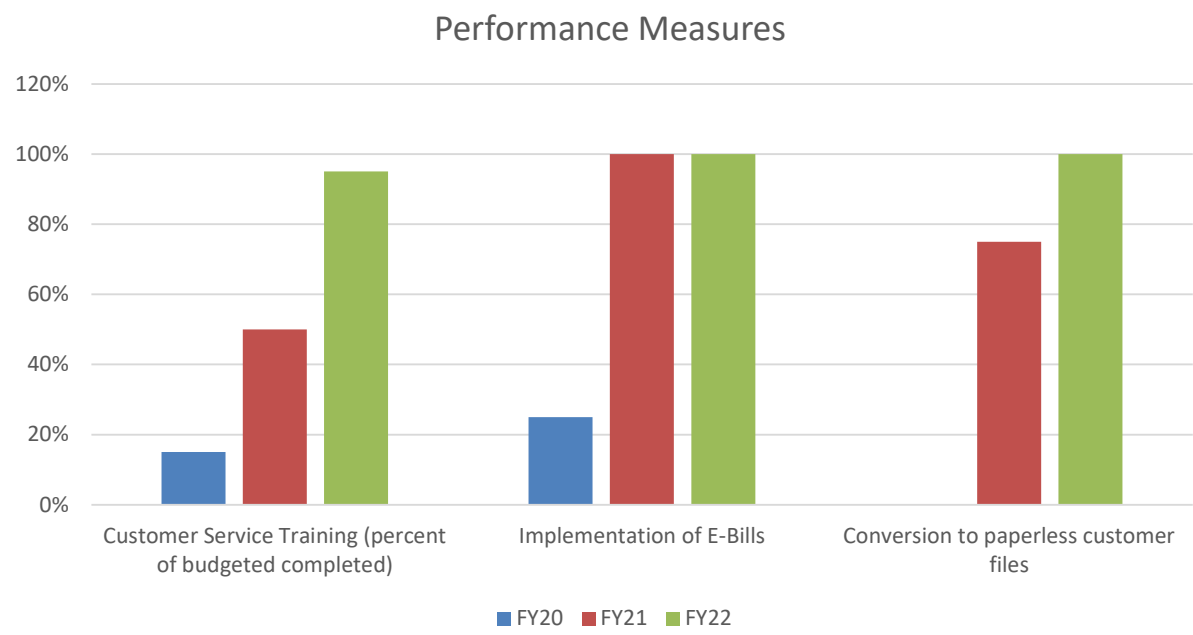
- Organization-wide Goal
 - Develop a Customer Service training program to better meet the needs of customers.
- Departmental Goal
 - Expand Customer Service staff training.
 - Continue the conversion to paperless customer files.
 - Implement DocuSign for processing of customer documents.
 - Continue to update customer accounts with current account information.

FY22 Budget Changes

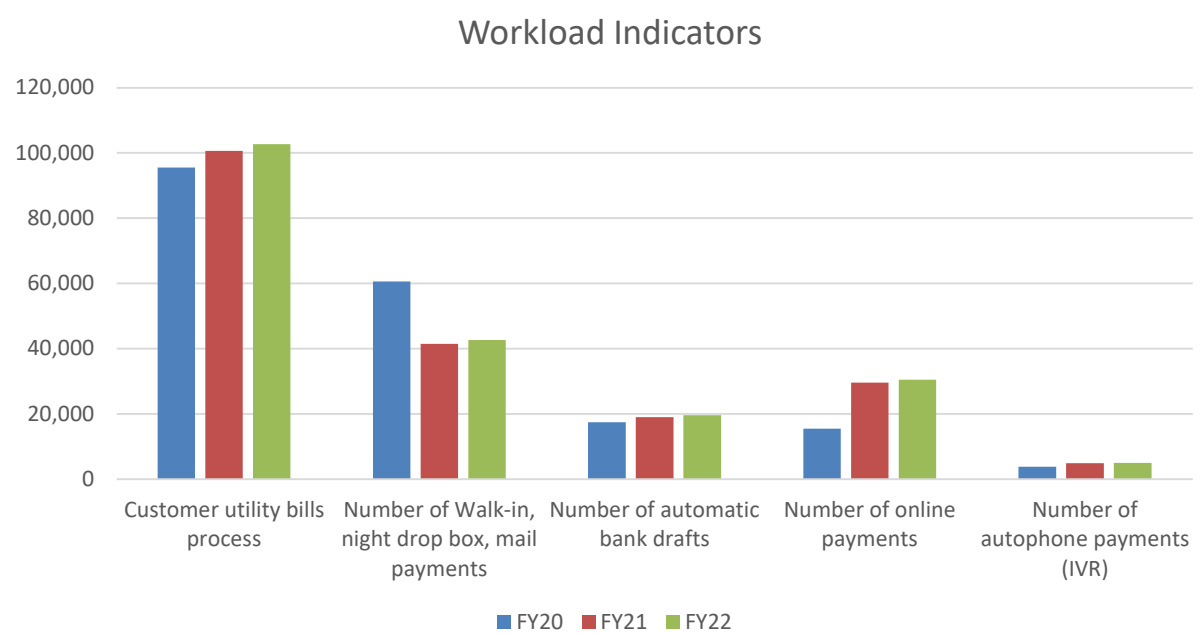
There are no changes in FY22.

Customer Service

Performance Measures



Workload Indicators

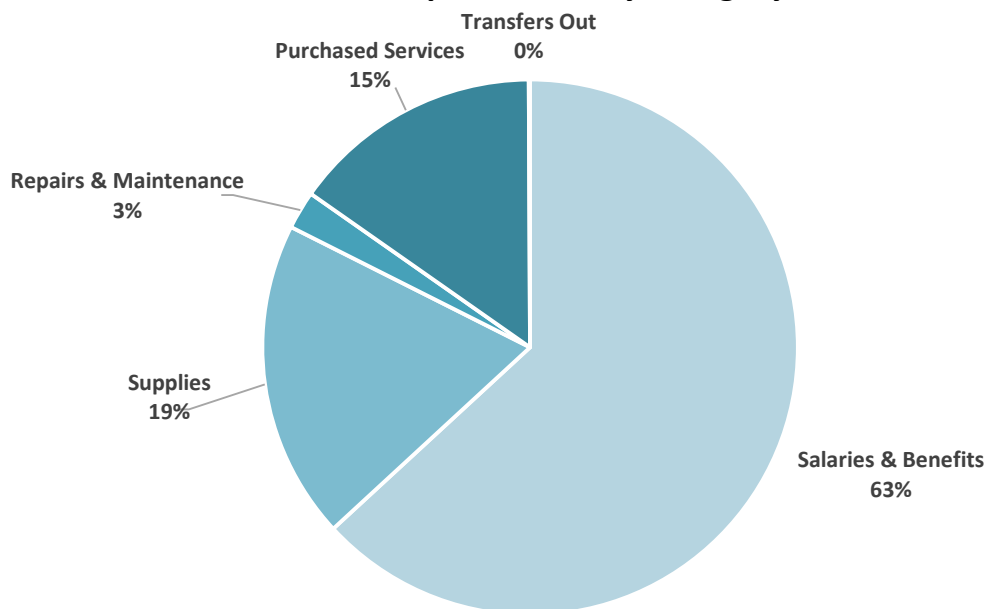


Customer Service

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Customer Service						
Salaries & Benefits	210,007	177,538	177,538	190,491	-	190,491
Supplies	58,828	58,091	58,091	58,092	-	58,092
Repairs & Maintenance	1,630	500	500	6,970	-	6,970
Purchased Services	42,207	45,829	45,829	45,829	-	45,829
Transfers Out	-	-	-	240	-	240
Capital Items/Other	-	-	-	-	-	-
Total Expenditures	312,673	281,958	281,958	301,622	-	301,622

Annual Expenditures by Category

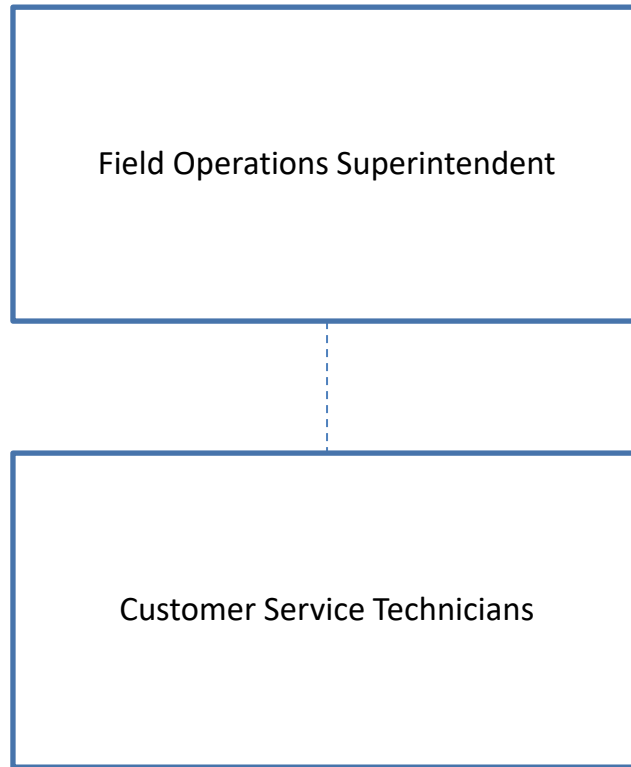


Customer Service

Historical Detail of Full-Time Equivalents (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
20 - Utilities Fund			
5210 - Customer Service			
Billing Specialist	1.0	0.0	0.0
Comptroller	0.0	1.0	1.0
Customer Service Specialist	2.0	2.0	2.0
Utility Billing/Customer Service Supervisor	1.0	1.0	1.0
5210 - Customer Service Total	4.0	4.0	4.0
20 - Utilities Fund Total	4.0	4.0	4.0

Meter Department



Meter Department

Mission Statement

It is the mission of the Richmond Meter Department to provide reliable, accurate meter inventory for Customer Utility Billing, to be the first responder for customer requests for service and convey information to the customer that is courteous, fair and accurate.

Departmental Overview

The Meter Department is responsible for the comprehensive management and maintenance of water meters including setting, reading, locking and unlocking the meters during an account's set up, maintenance and transfer or cut off. The Meter Department also is responsible for timely responses to all work orders from Customer Service, and to work closely with Customer Service to ensure all water meter customer accounts are professionally and accurately maintained.

Programs of Service

The Meter Department is responsible for the comprehensive management and maintenance of water meters. This includes meter transfers, lockouts, installations, and repairs.

FY22 Objectives

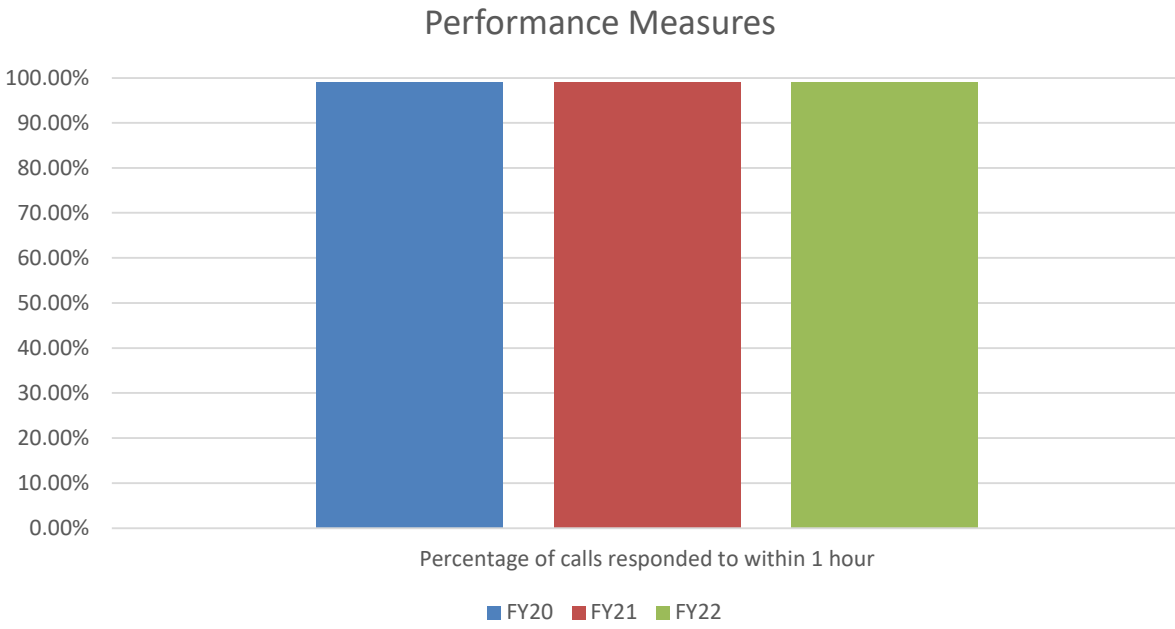
- Comprehensive Master Plan Top-Ranked Priority
 - Continue meter replacement program
- Organization-wide Goal
 - Maintain accounts with meters that are changed out according to manufacture specifications.
 - Complete routine billing work orders in a timely manner.
 - Complete all new meter sets within 10 business days of the request.
- Departmental Goal
 - Full implementation of paperless work order system.
 - Respond to all non-emergency service calls in a timely fashion.
 - Respond to all emergency phone calls within one hour.

FY22 Budget Changes

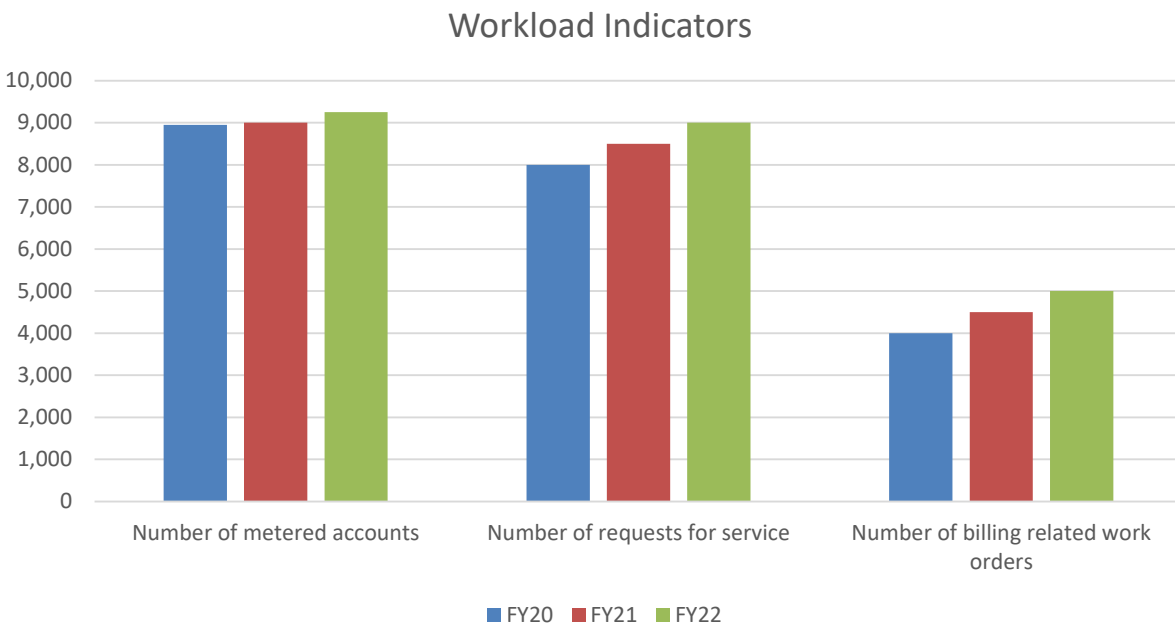
There are no changes in FY22.

Meter Department

Performance Measures



Workload Indicators

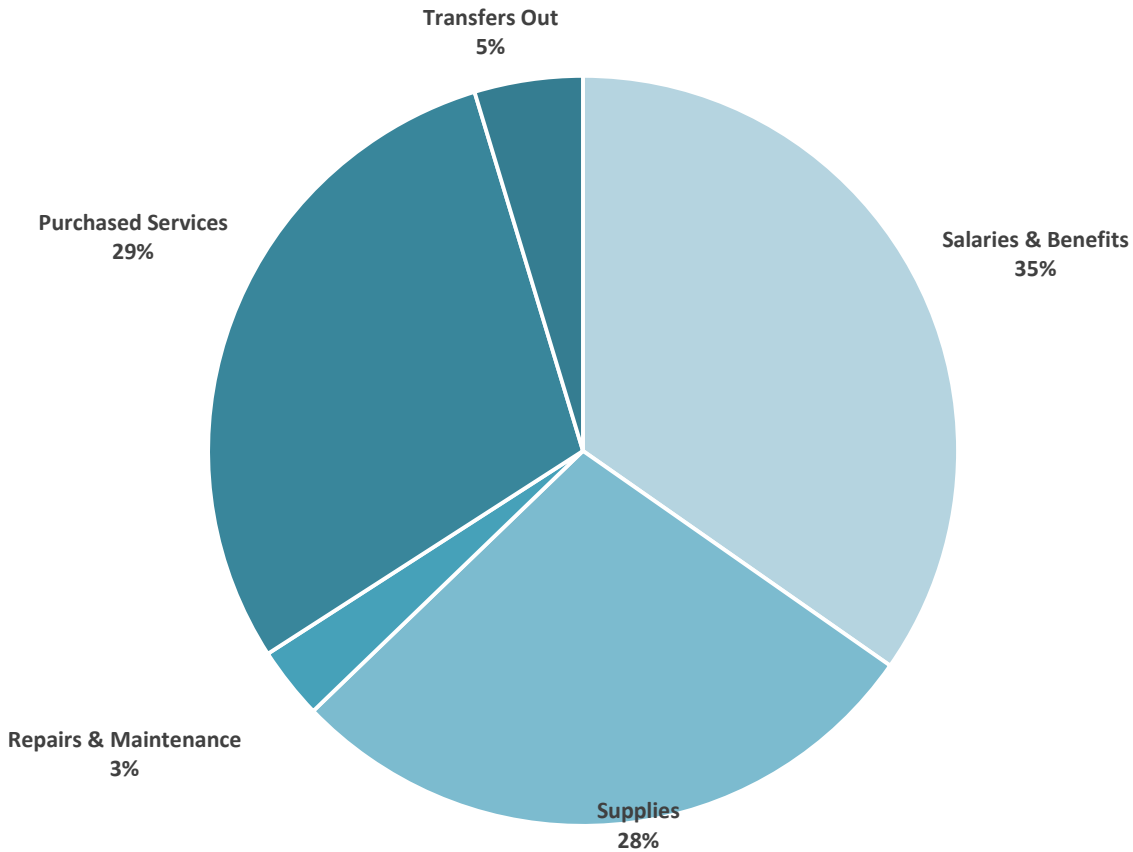


Meter Department

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Meter Department						
Salaries & Benefits	87,154	96,977	96,977	111,242	-	111,242
Supplies	80,776	81,674	81,674	89,924	-	89,924
Repairs & Maintenance	2,541	9,967	9,967	9,967	-	9,967
Purchased Services	101,432	94,050	94,050	94,290	-	94,290
Transfers Out	-	83,000	83,000	15,000	-	15,000
Total Expenditures	271,902	365,668	365,668	320,423	-	320,423

Annual Expenditures by Category



Meter Department

Historical Detail of Full-Time Equivalents (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
20 - Utilities Fund			
5215 - Meter			
Customer Service Technician	2.0	2.0	2.0
5215 - Meter Total	2.0	2.0	2.0
20 - Utilities Fund Total	2.0	2.0	2.0

Non-Departmental

Services

The non-departmental department is used to account for expenditures and transfers that don't belong to any specific cost center and are more transparently represented in their entirety as a standalone cost without allocation across multiple cost centers. Total Non-Departmental expenses are budgeted at \$4.0 million.

Transfers

Transfers out total \$3,125,981 and include a transfer of \$2,815,731 to the General Fund for cost allocation, a transfer of \$235,250 to debt service, and a transfer of \$75,000 to Cash CIP.

Non-Departmental

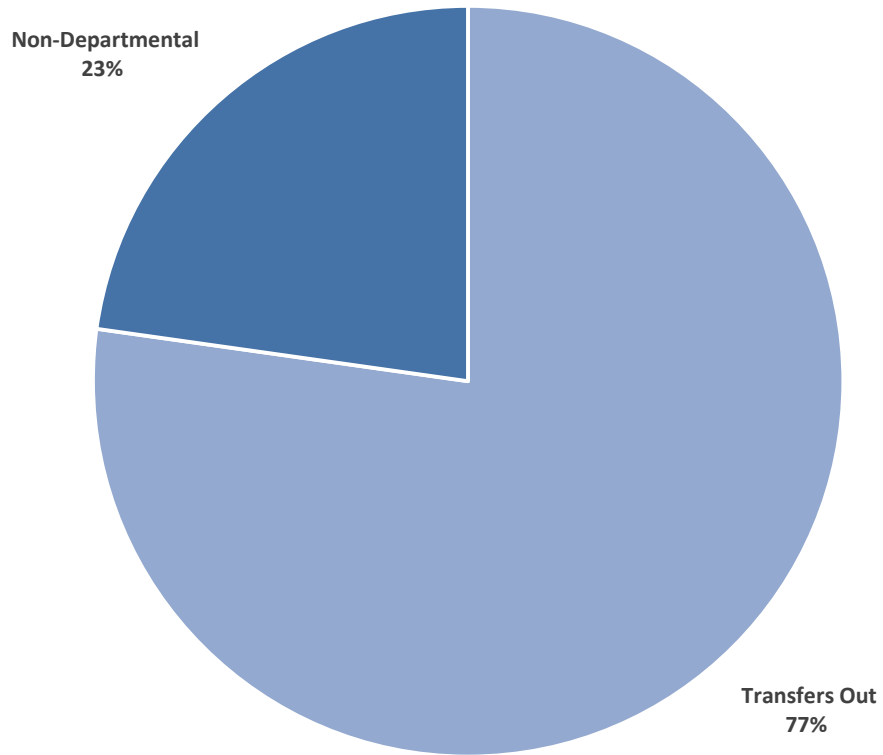
Non-departmental expenditures total \$921,505 and include \$395,905 in contingency funding, \$100,000 in insurance expenditures (there is a contra revenue budgeted for reimbursements), and \$145,600 in bank and credit card fees. Non-departmental also includes a recurring expenditure of \$280,000 for agency fees related to debt service.

Departmental Expenditures

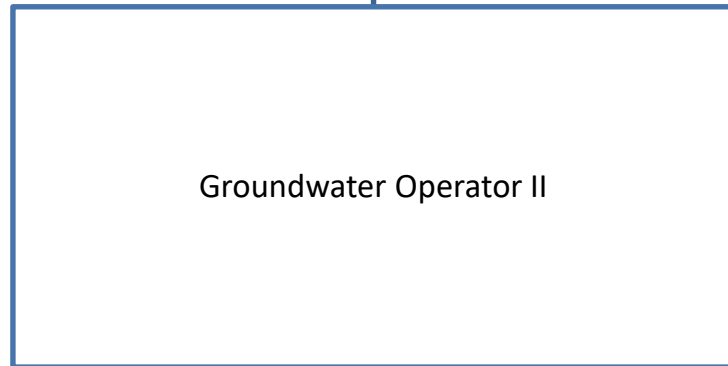
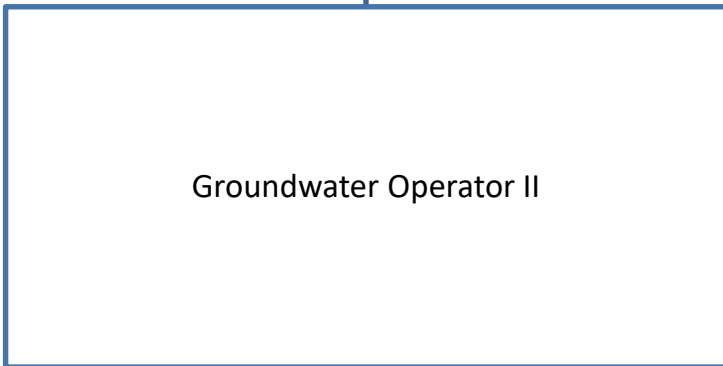
	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	Changes	Annual
	Actuals	Budget	Estimates	Budget		Budget
Non-Departmental						
Salaries & Benefits	-	-	(120,000)	-	-	-
Transfers Out	3,235,000	3,148,097	3,148,097	3,125,981	-	3,125,981
Non-Departmental	-	520,331	320,331	641,505	280,000	921,505
Total Expenditures	3,235,000	3,668,428	3,348,428	3,767,486	280,000	4,047,486

Non-Departmental

Annual Expenditures by Category



Water Production



Water Production

Mission Statement

The Water Production Department takes pride in maintaining and delivering ample superior quality water, vigilantly maintaining water infrastructure, and providing responsive and efficient customer-oriented service in a cost effective and innovative manner emphasizing responsible environmental stewardship and compliance with all regulatory requirements.

Departmental Overview

The Water Production Department is responsible for the comprehensive management and maintenance of both the groundwater production and the treatment and storage of the City's groundwater. The City owns five groundwater facilities and contract operates one facility for Municipal Utility District 121 (Riverpark West).

Programs of Service

Water Production services include being responsible for the comprehensive management and maintenance of both the groundwater production and the treatment and storage of the City's groundwater.

FY22 Objectives

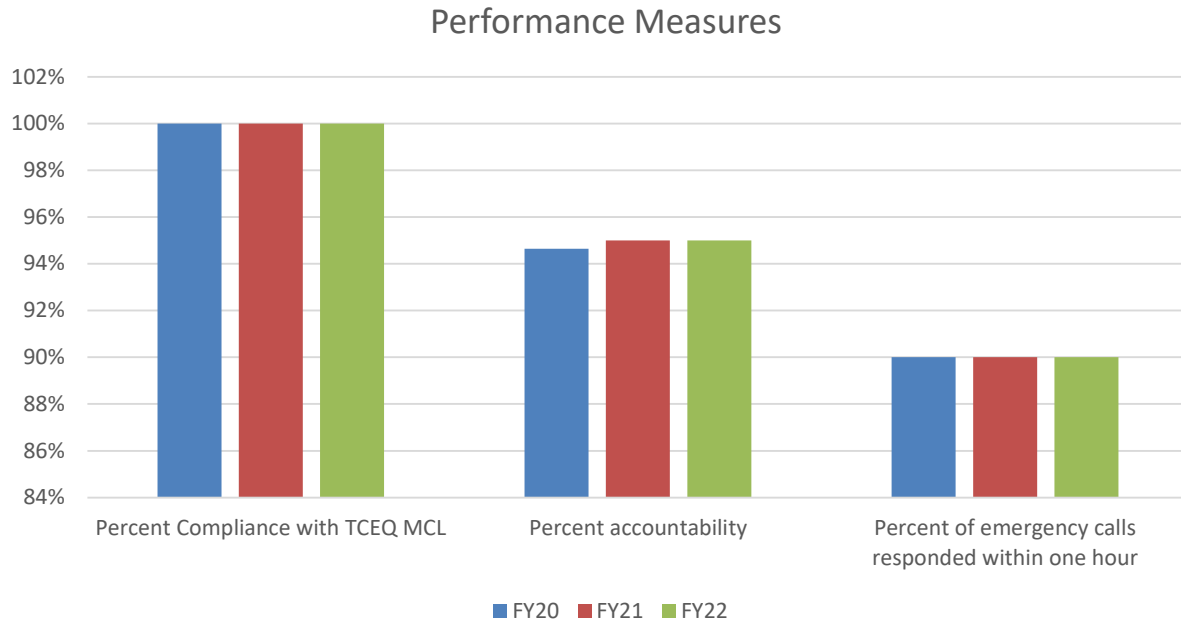
- Organization-wide Goal
 - To be compliant with all applicable Local, State and Federal environmental laws and policies.
 - Operate and maintain water production infrastructure in a manner that delivers safe, clean and reliable potable water for use by the City's customers.
 - Maintain production facility infrastructure to extend the useful life of equipment and assets.
- Departmental Goal
 - One-hour response time for all calls.
 - Assist Water Distribution Department with special and construction samples.

FY22 Budget Changes

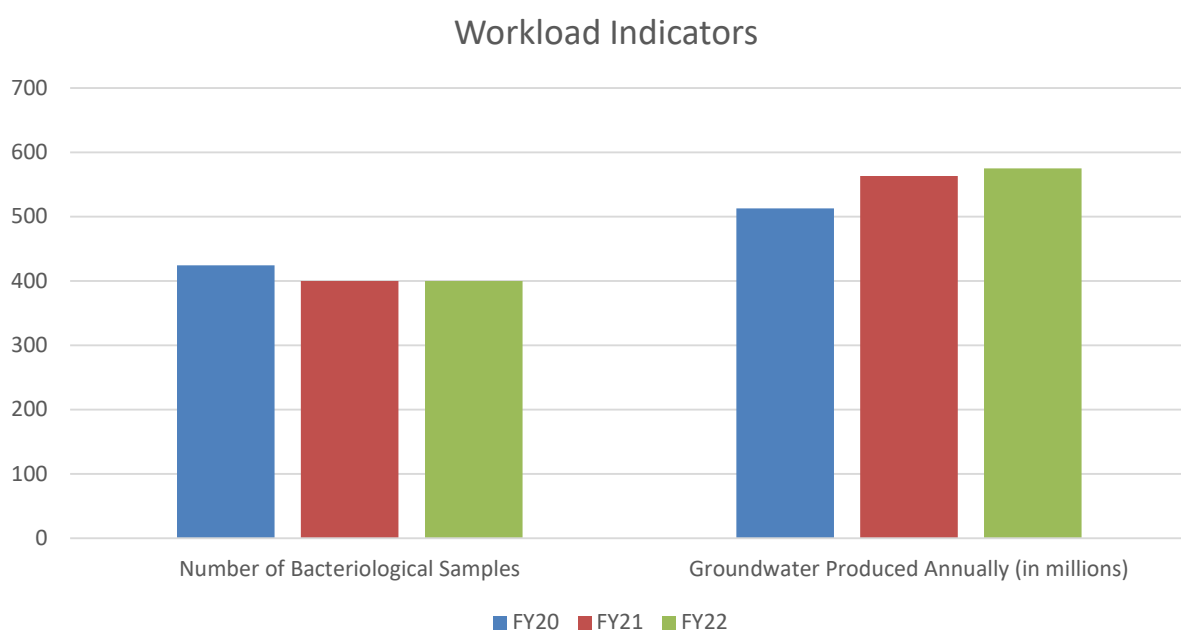
There are no changes in FY22.

Water Production

Performance Measures

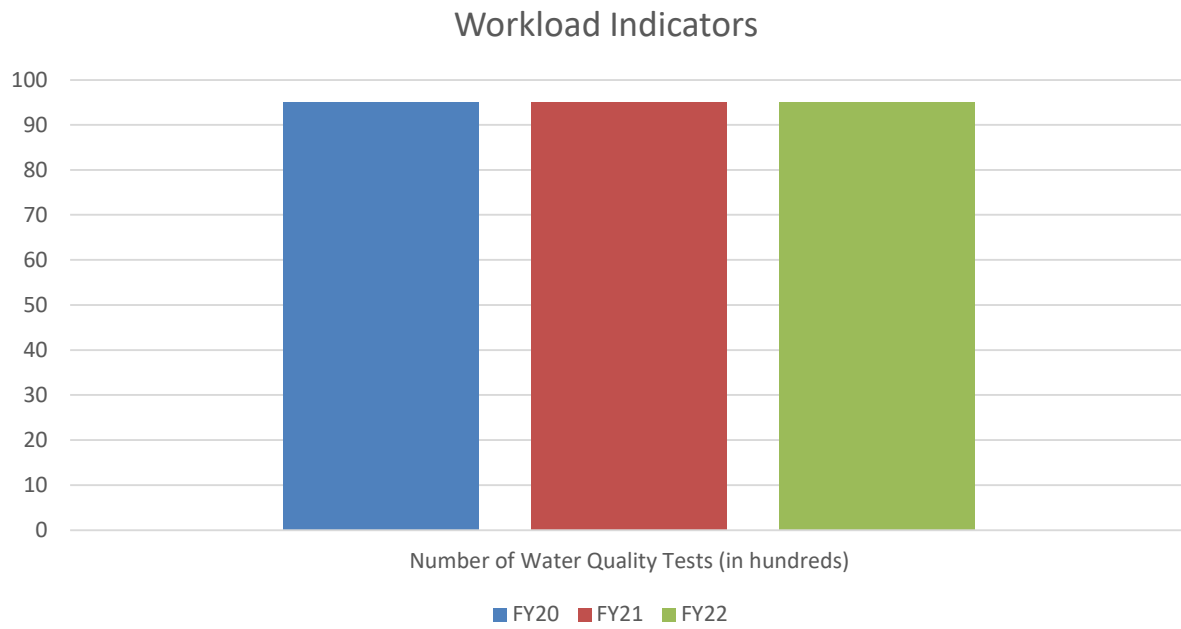


Workload Indicators



Water Production

Workload Indicators

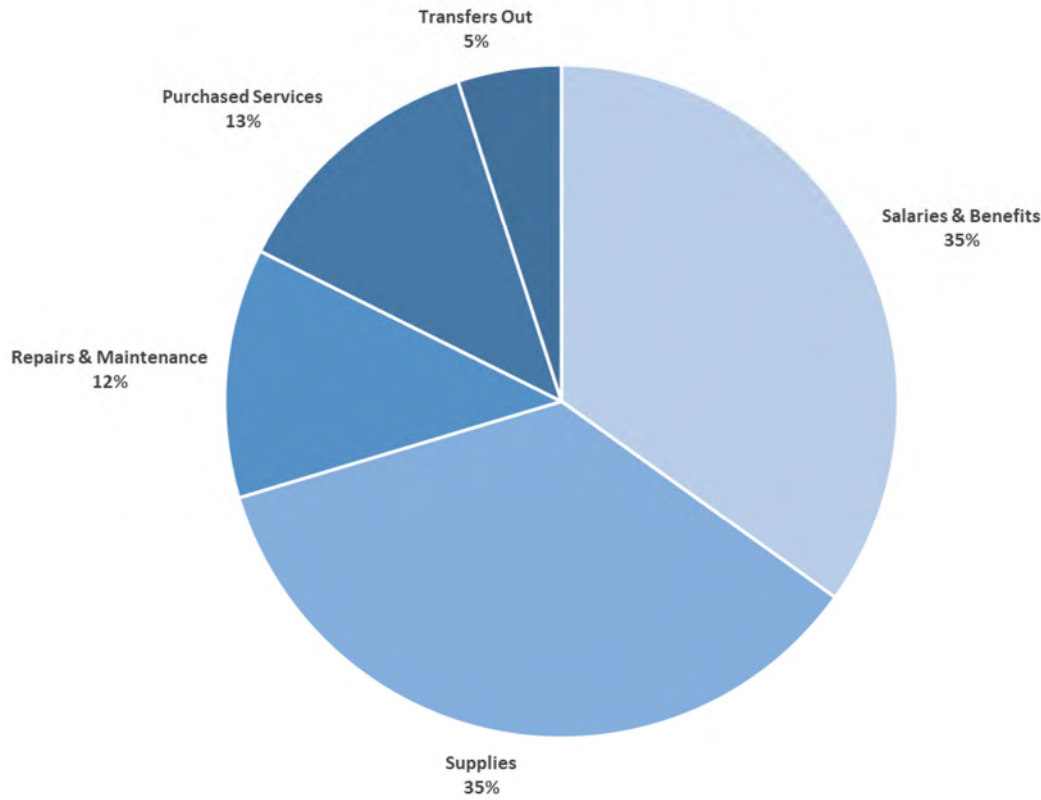


Water Production

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Water Production						
Salaries & Benefits	319,095	198,177	198,177	231,576	-	231,576
Supplies	226,045	224,141	224,141	229,104	-	229,104
Repairs & Maintenance	44,948	88,011	88,011	79,511	-	79,511
Purchased Services	91,277	77,550	77,550	81,530	-	81,530
Transfers Out	-	67,000	67,000	33,000	-	33,000
Total Expenditures	681,366	654,879	654,879	654,721	-	654,721

Annual Expenditures by Category

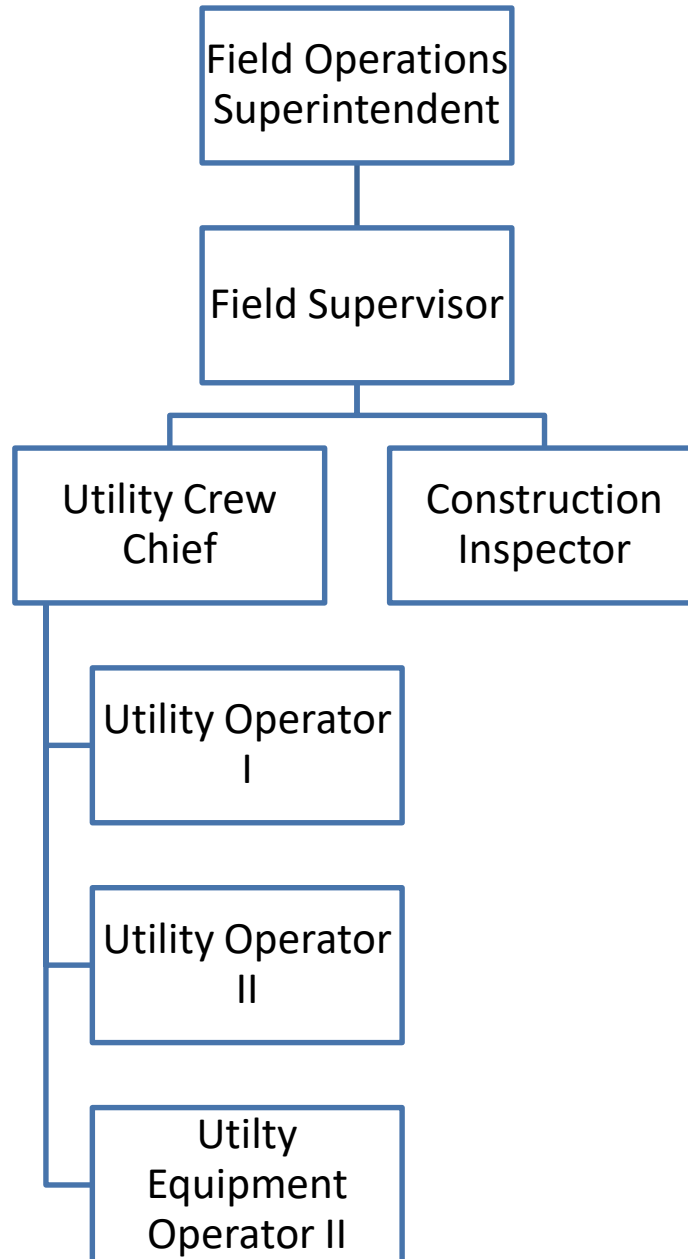


Water Production

Historical Detail of Full-Time Equivalents (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
20 - Utilities Fund			
5260 - Water Production			
Field Supervisor	0.0	0.0	1.0
Foreman	1.0	1.0	0.0
Groundwater Operator II	0.0	0.0	2.0
Plant Operator II	2.0	0.0	0.0
Utilities Coordinator	1.0	0.0	0.0
Water Operator II	0.0	2.0	0.0
5260 - Water Production Total	4.0	3.0	3.0

Water Distribution



Water Distribution

Mission Statement

Water Distribution takes pride in maintaining, delivering and producing ample superior quality water, vigilantly maintaining water infrastructure, and providing responsive and efficient customer-oriented service in a cost-effective and innovative manner while emphasizing responsible environmental stewardship and compliance with all regulatory requirements.

Departmental Overview

The Water Distribution Department is responsible for the comprehensive management and maintenance of the water distribution system that consist of 70 miles of water line.

Programs of Service

Water Distribution services include the comprehensive management and maintenance of the water distribution system that consist of 70 miles of water line.

FY22 Objectives

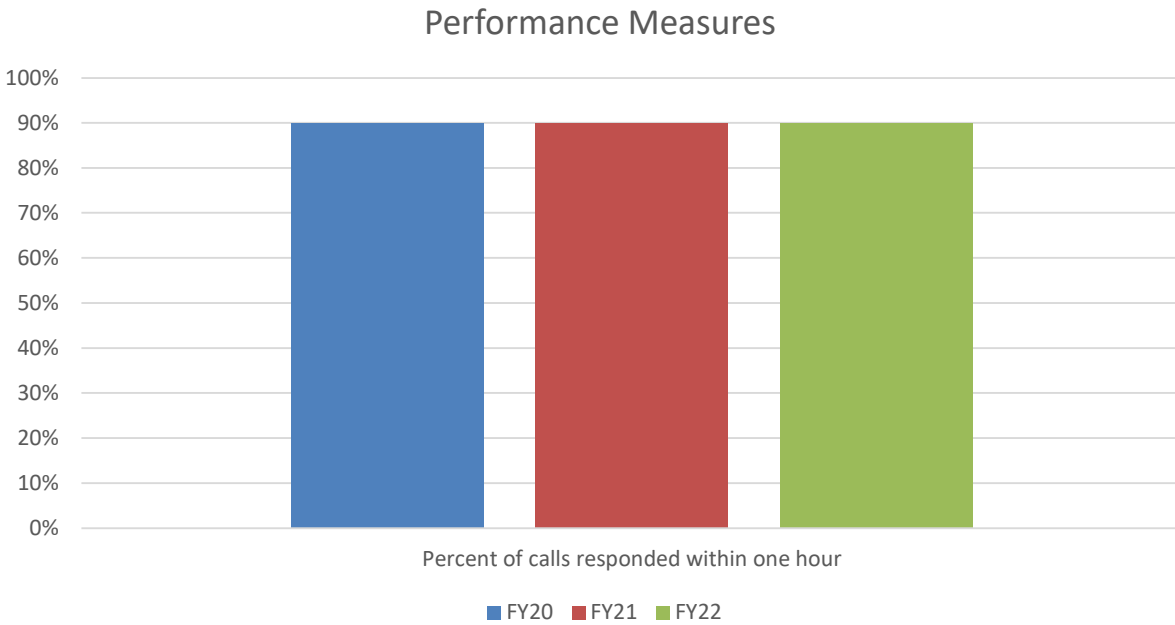
- Comprehensive Master Plan Top-Ranked Priority
 - Increase water main sizes from 2” to 6” for better flow and water quality.
- Organization-wide Goal
 - To provide customers with a high standard of courteous and effective service that is responsive to the customer’s needs.
 - To be compliant with all applicable Local, State and Federal environmental laws and policies.
 - Operate and maintain water production infrastructure in a manner that delivers safe, clean and reliable potable water for use by the City’s customers.
- Departmental Goal
 - One hour response time for emergency calls.
 - Complete implementation of work order system.
 - Continue valve maintenance program.
 - Paint 50% of all fire hydrants on a rotational basis
 - Change out meters according to the requirements set forth in the meter change out program.

FY22 Budget Changes

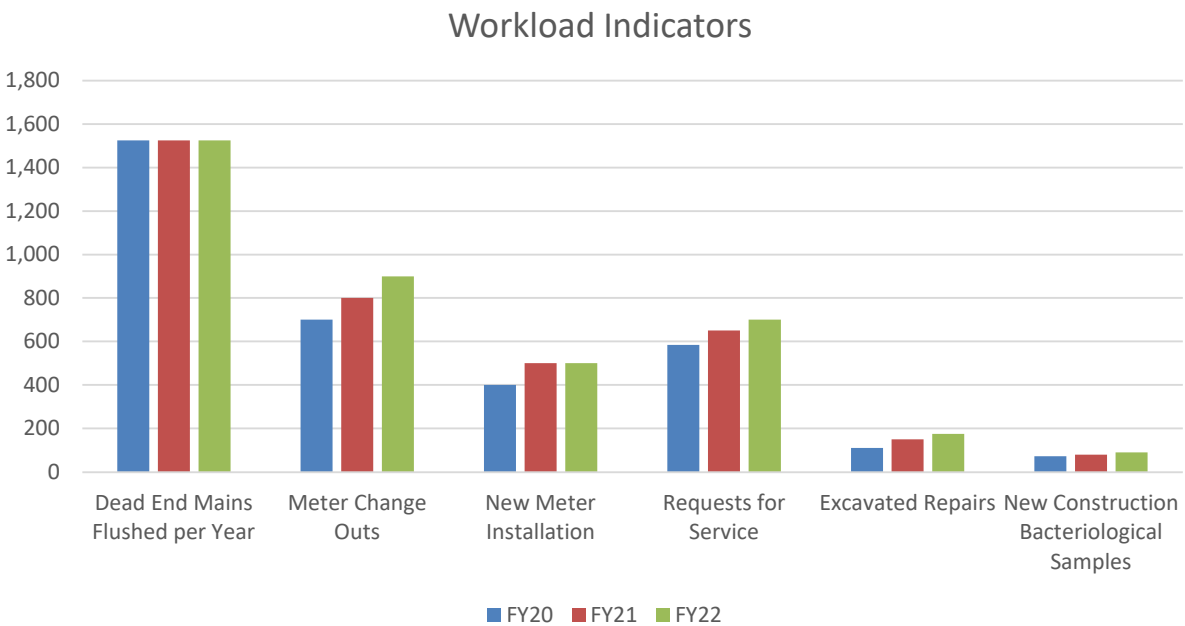
There are no changes in FY22.

Water Distribution

Performance Measures



Workload Indicators

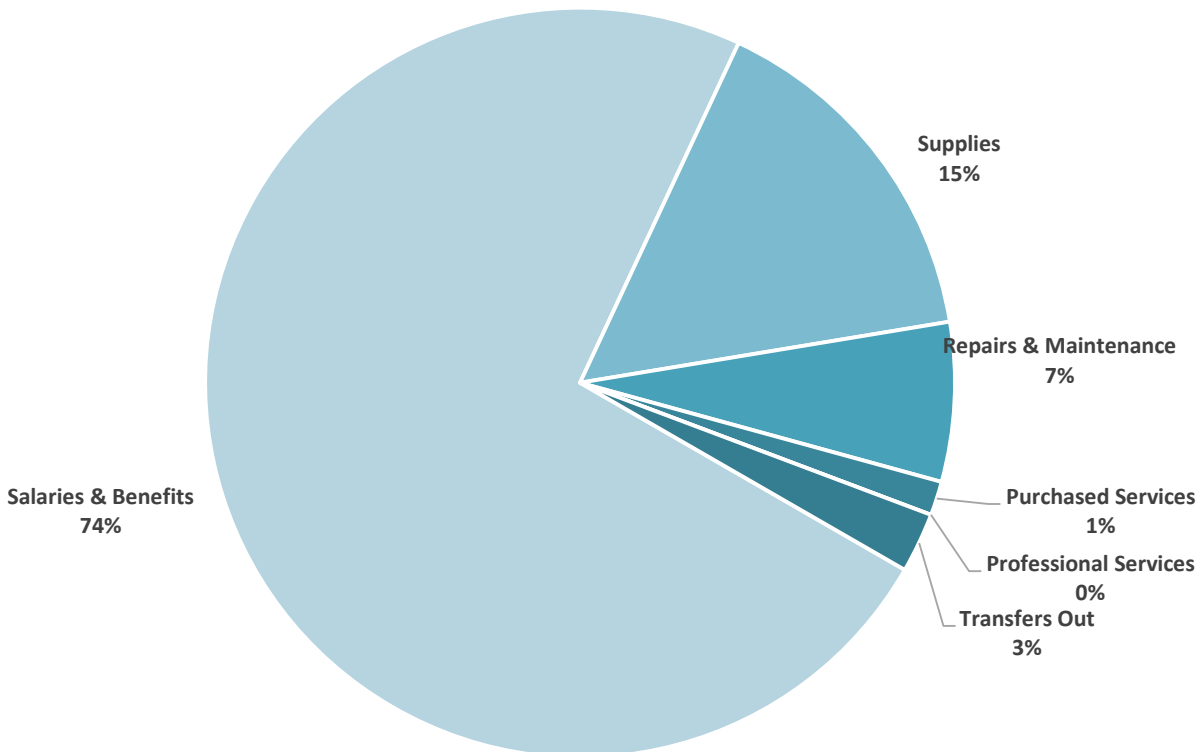


Water Distribution

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Water Distribution						
Salaries & Benefits	459,353	586,106	586,106	665,312	-	665,312
Supplies	130,479	128,267	128,267	139,668	-	139,668
Repairs & Maintenance	38,506	62,082	62,082	62,082	-	62,082
Purchased Services	19,987	12,050	12,050	13,250	-	13,250
Professional Services	-	49,570	49,570	-	-	-
Transfers Out	-	56,000	56,000	23,500	-	23,500
Total Expenditures	648,323	894,075	894,075	903,812	-	903,812

Annual Expenditures by Category

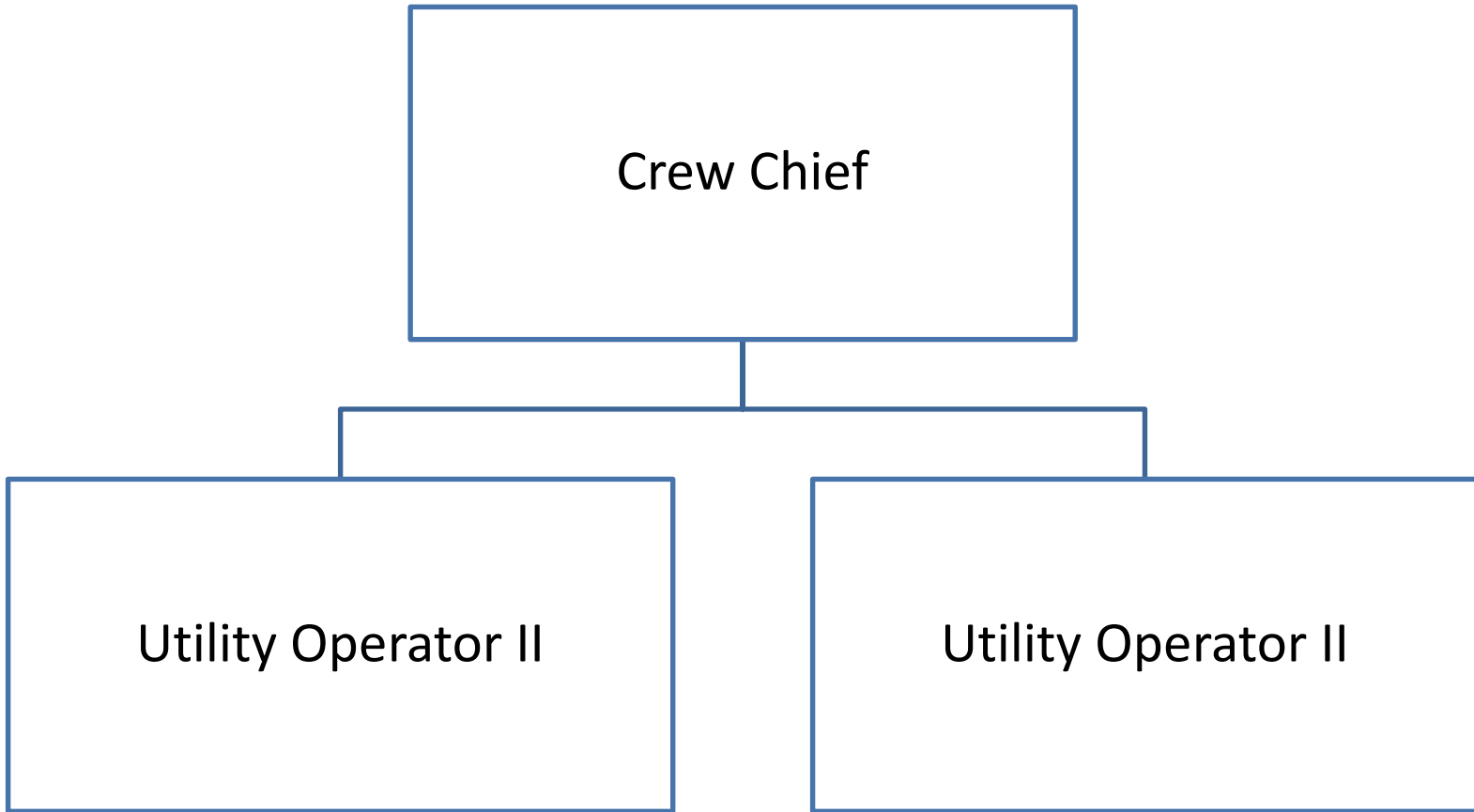


Water Distribution

Historical Detail of Full-Time Equivalents (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
20 - Utilities Fund			
5265 - Water Distribution			
Construction Inspector	0.0	1.0	1.0
Construction Inspector *	0.5	0.0	0.0
Crew Chief	1.0	1.0	0.0
Equipment Operator II	2.0	2.0	0.0
Field Operations Superintendent	1.0	1.0	1.0
Field Supervisor	0.0	0.0	1.0
Foreman	1.0	1.0	0.0
Maintenance Worker	1.0	1.0	0.0
Maintenance Worker II	3.0	3.0	0.0
Utility Crew Chief	0.0	0.0	1.0
Utility Equipment Operator II	0.0	0.0	2.0
Utility Operator I	0.0	0.0	1.0
Utility Operator II	0.0	0.0	3.0
5265 - Water Distribution Total	9.5	10.0	10.0

Wastewater Collection



Wastewater Collection

Mission Statement

The City of Richmond Wastewater Collection Department is dedicated to protecting the physical environment and to sustaining the quality of life for all citizens of Richmond. Our objective is to manage and operate a safe, cost efficient and ecologically sound wastewater service for the benefit of the City of Richmond. This will be accomplished through constant vigilance, operator training, excellent system maintenance and effective communication.

Departmental Overview

The Wastewater Collection Department is responsible for the comprehensive management of the wastewater collection system for the City.

Programs of Service

Wastewater Collection services include operating and maintaining sixty (60) miles of sewer collection mains.

FY22 Objectives

- Comprehensive Master Plan Top-Ranked Priority
 - Repair damaged lines that have infiltration and root issues.
- Organization-wide Goal
 - Convey wastewater from the customer to the treatment plant in compliance with all regulatory requirements as efficiently as possible.
- Departmental Goal
 - Maintain collection system infrastructure to extend the useful life of equipment and assets.
 - Continue the implementation of the TCEQ Sanitary Sewer Overflow Initiative.
 - One-hour response time for all calls.
 - Televising five miles of sanitary sewer mains per year.
 - Continue manhole inspection preventive maintenance program.

FY22 Budget Changes

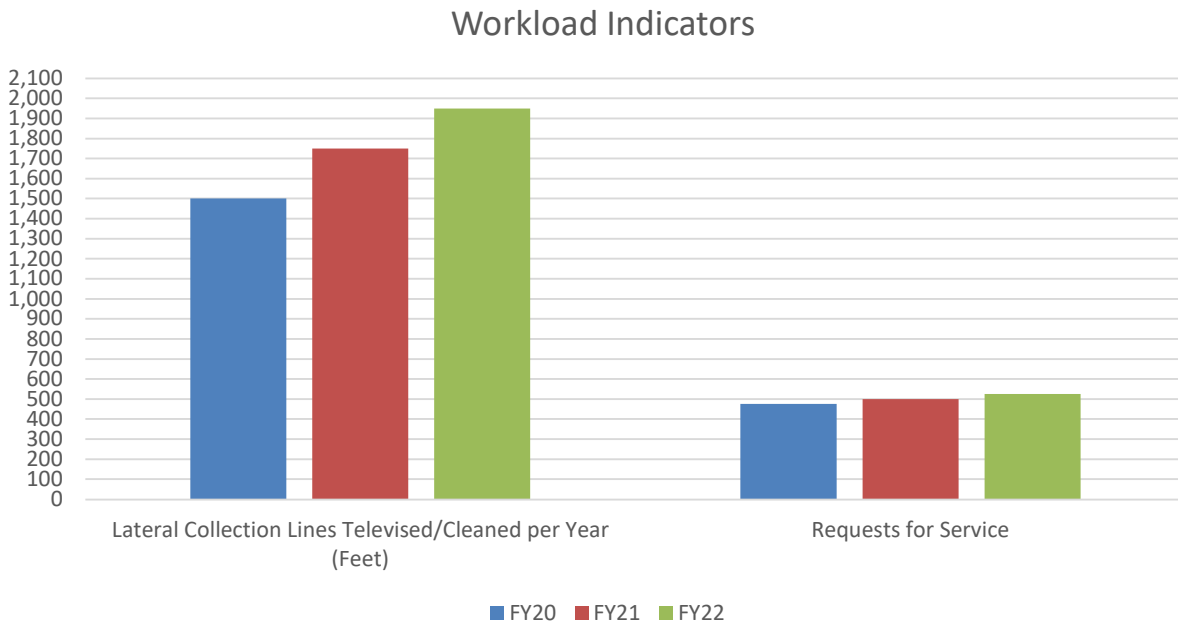
There are no changes in FY22.

Wastewater Collection

Performance Measures

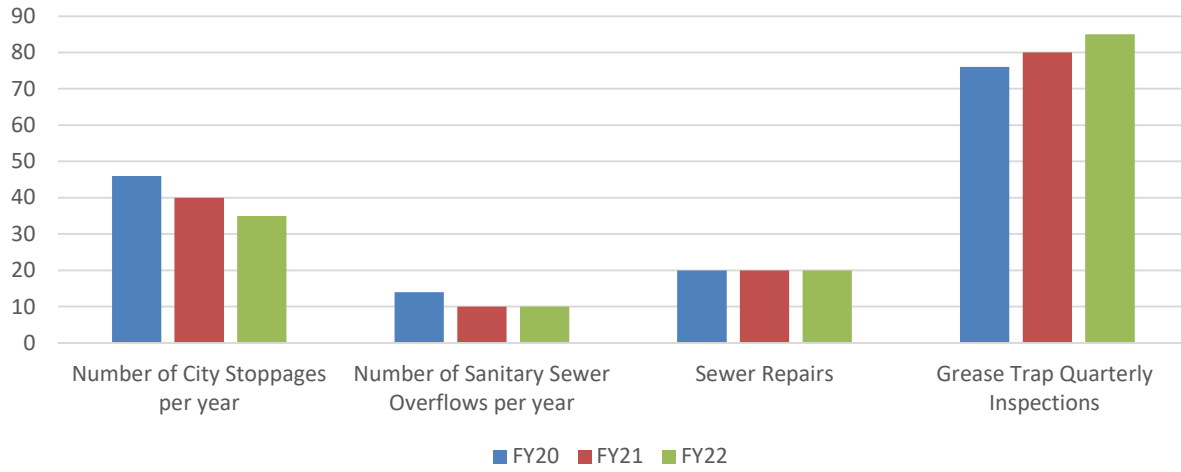


Workload Indicators



Wastewater Collection

Workload Indicators

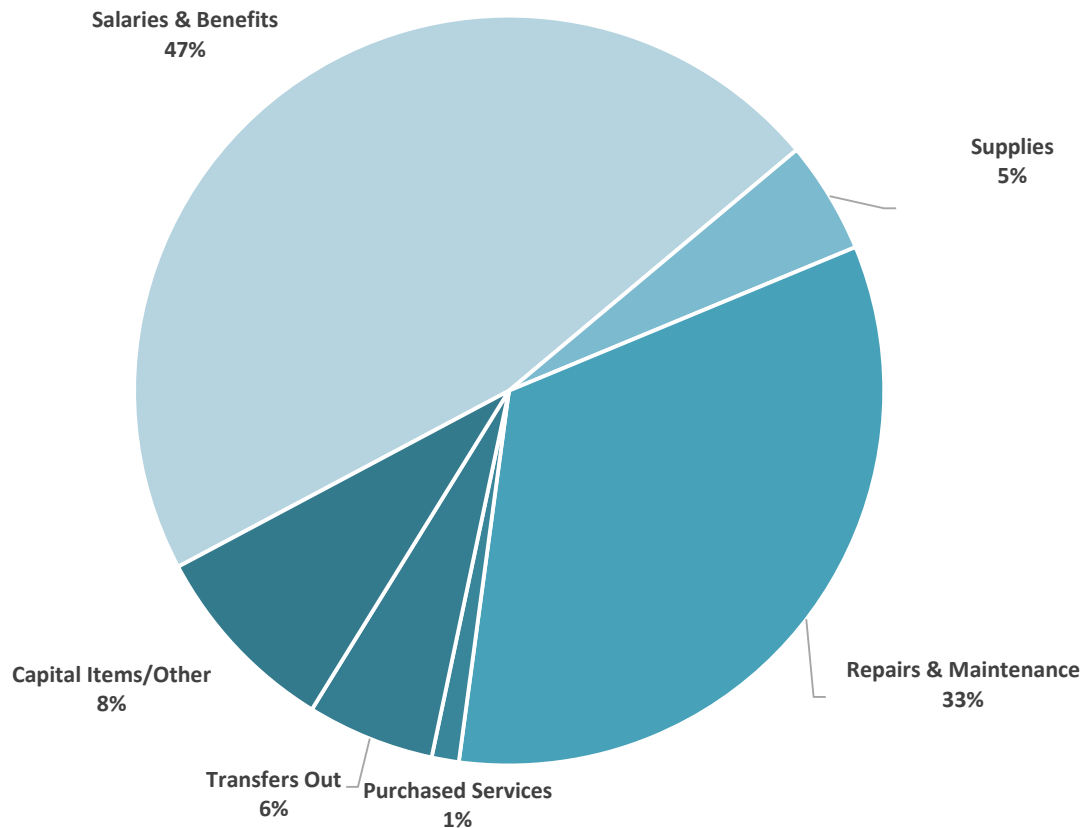


Wastewater Collection

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Wastewater Collection						
Salaries & Benefits	196,942	188,140	188,140	177,844	-	177,844
Supplies	13,943	18,462	18,462	18,462	-	18,462
Repairs & Maintenance	60,821	127,244	127,244	127,244	-	127,244
Purchased Services	27,207	3,975	3,975	4,455	-	4,455
Professional Services	35,300	-	-	-	-	-
Transfers Out	75,000	55,000	55,000	21,000	-	21,000
Capital Items/Other	-	-	-	-	-	-
Total Expenditures	409,214	392,821	392,821	349,004	-	349,004

Annual Expenditures by Category

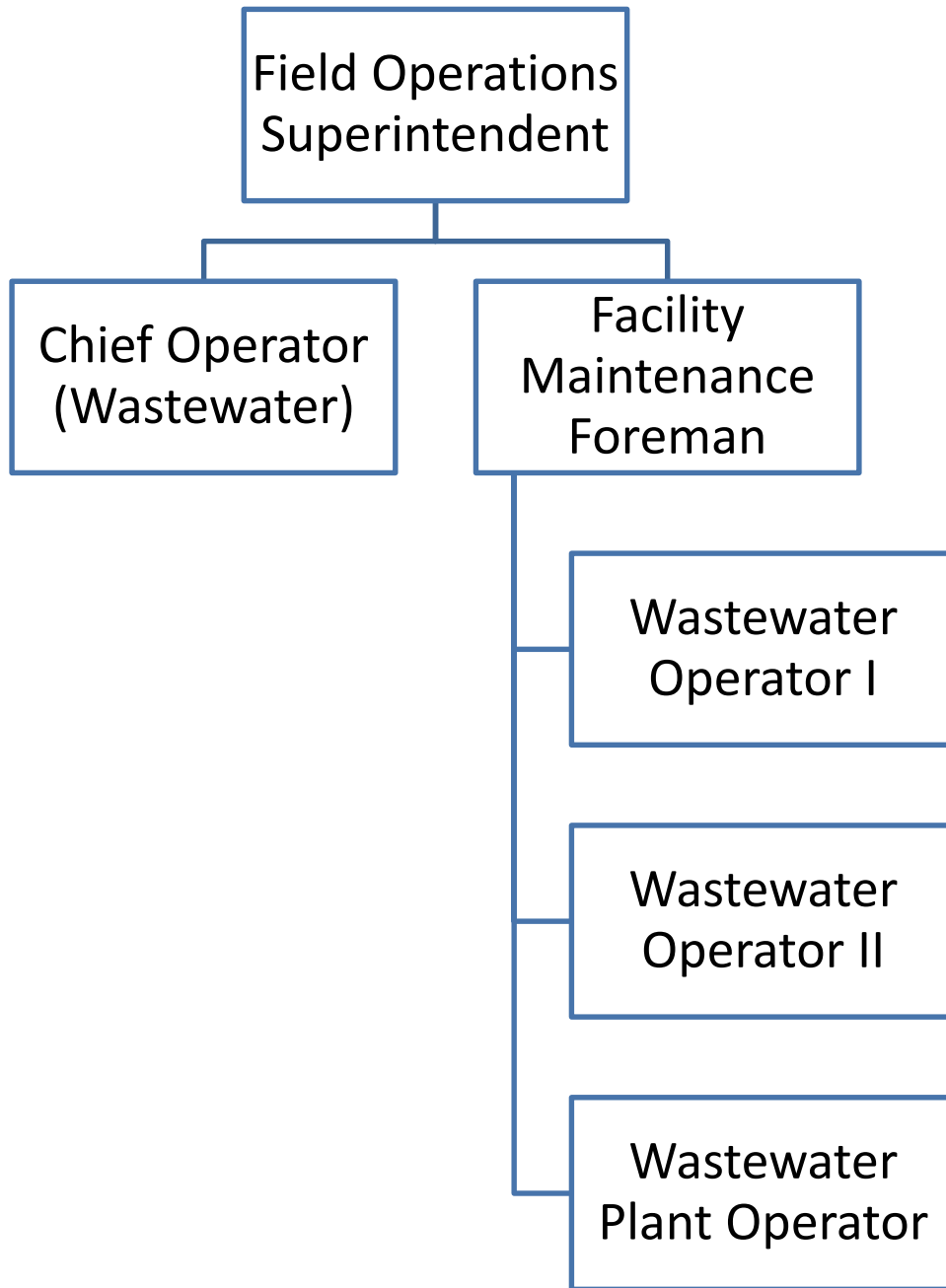


Wastewater Collection

Historical Detail of Full-Time Equivalents (FTEs)

	2020	2021	2022
	Actual	Estimate	Budget
20 - Utilities Fund			
5270 - Wastewater Collection			
Construction Inspector *	0.5	0.0	0.0
Crew Chief	1.0	1.0	1.0
Maintenance Worker	1.0	0.0	0.0
Maintenance Worker II	1.0	2.0	0.0
Utility Operator II	0.0	0.0	2.0
5270 - Wastewater Collection Total	3.5	3.0	3.0
20 - Utilities Fund Total	3.5	3.0	3.0

Wastewater Treatment



Wastewater Treatment

Mission Statement

The City of Richmond Wastewater Treatment Department is dedicated to protecting the physical environment and to sustaining the quality of life for all citizens of Richmond. Our objective is to manage and operate a safe, cost efficient and ecologically sound wastewater service for the benefit of the City of Richmond. This will be accomplished through constant vigilance, operator training, excellent system maintenance and effective communication.

Departmental Overview

The Wastewater Treatment Department is responsible for the comprehensive management of both collection lift stations and the wastewater treatment system. The department is responsible for two (2) treatment facilities and seventeen (17) lift stations.

Programs of Service

Wastewater Treatment Department services include the comprehensive management of both collection lift stations and the City's wastewater treatment system.

FY22 Objectives

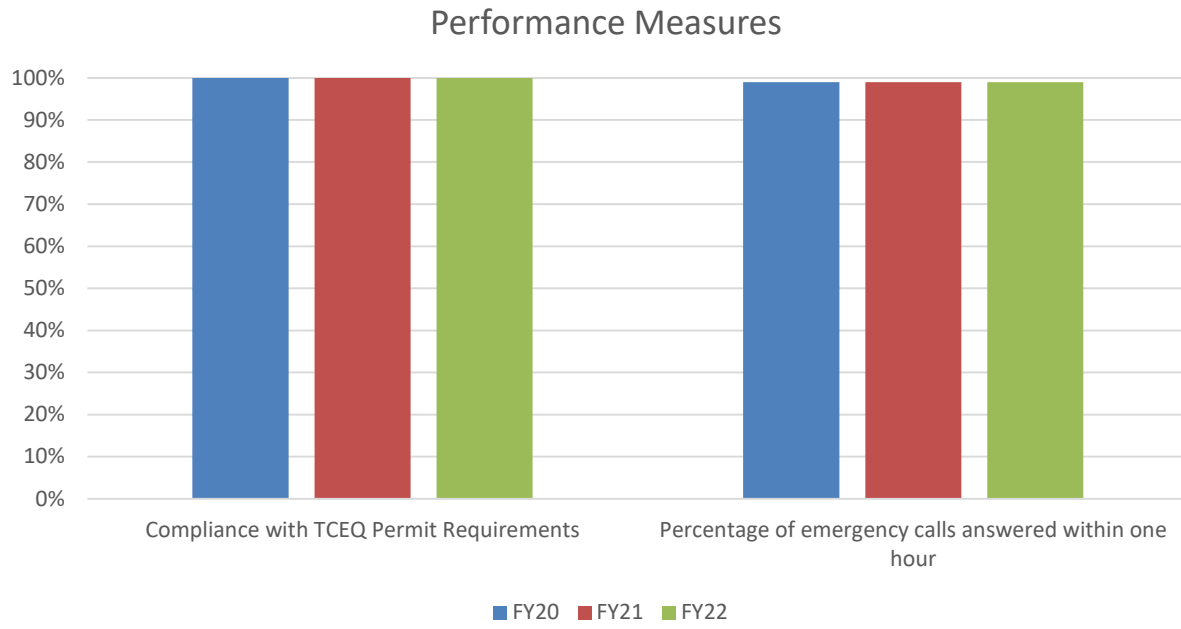
- Organization-wide Goal
 - Treat wastewater to a level that is compliant with all regulatory requirements as efficiently as possible.
 - Begin expanding SCADA to wastewater lift stations in our system.
- Departmental Goal
 - Deliver re-use water to customers that meet or exceed all regulatory requirements in sufficient quantities to meet their needs.
 - Maintain treatment plant infrastructure to extend the useful life of equipment and assets.
 - One hour response time for all calls.
 - Move forward with preliminary design and engineering for the East Wastewater Treatment Plant.

FY22 Budget Changes

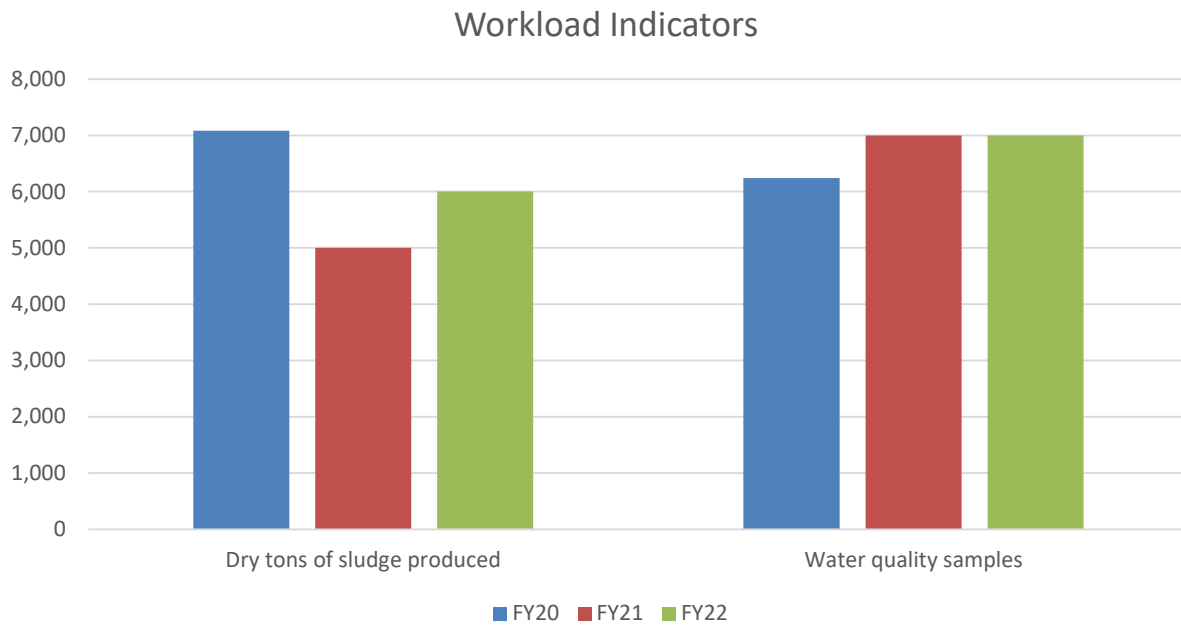
There are no changes in FY22.

Wastewater Treatment

Performance Measures

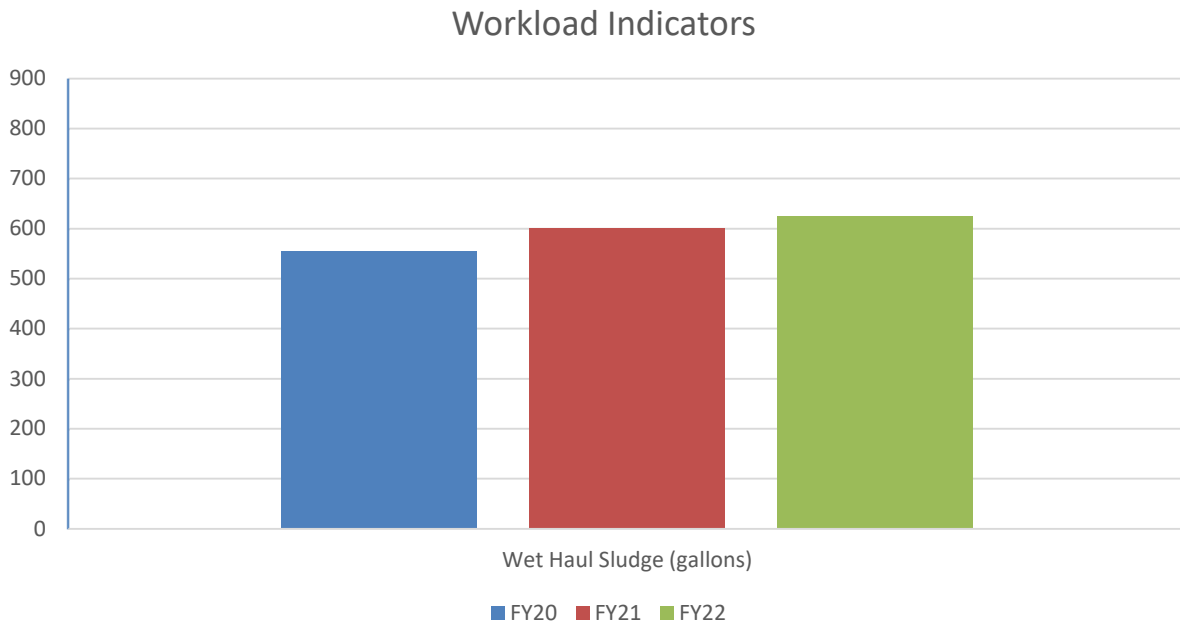
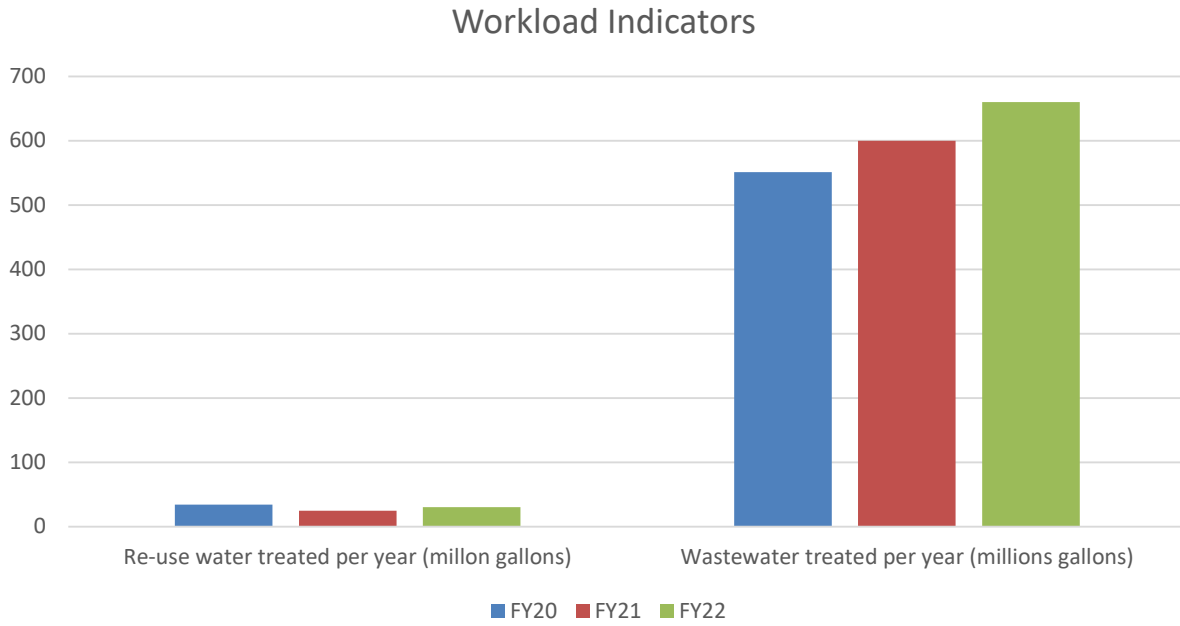


Workload Indicators



Wastewater Treatment

Workload Indicators

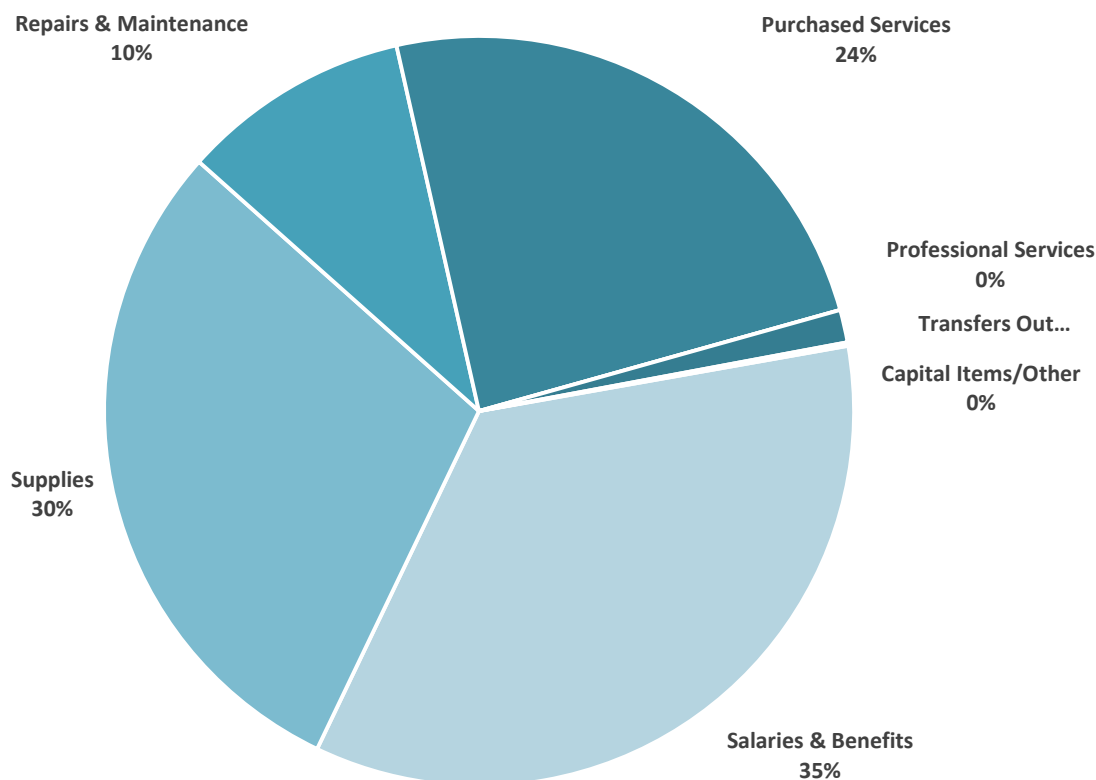


Wastewater Treatment

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Wastewater Treatment						
Salaries & Benefits	495,746	575,541	575,541	569,961	-	569,961
Supplies	310,564	465,510	465,510	480,923	-	480,923
Repairs & Maintenance	125,321	161,716	161,716	161,716	-	161,716
Purchased Services	237,099	389,441	389,441	395,161	-	395,161
Professional Services	-	-	-	-	-	-
Transfers Out	59,968	123,000	123,000	23,000	-	23,000
Capital Items/Other	-	-	-	-	-	-
Total Expenditures	1,228,697	1,715,208	1,715,208	1,630,762	-	1,630,762

Annual Expenditures by Category

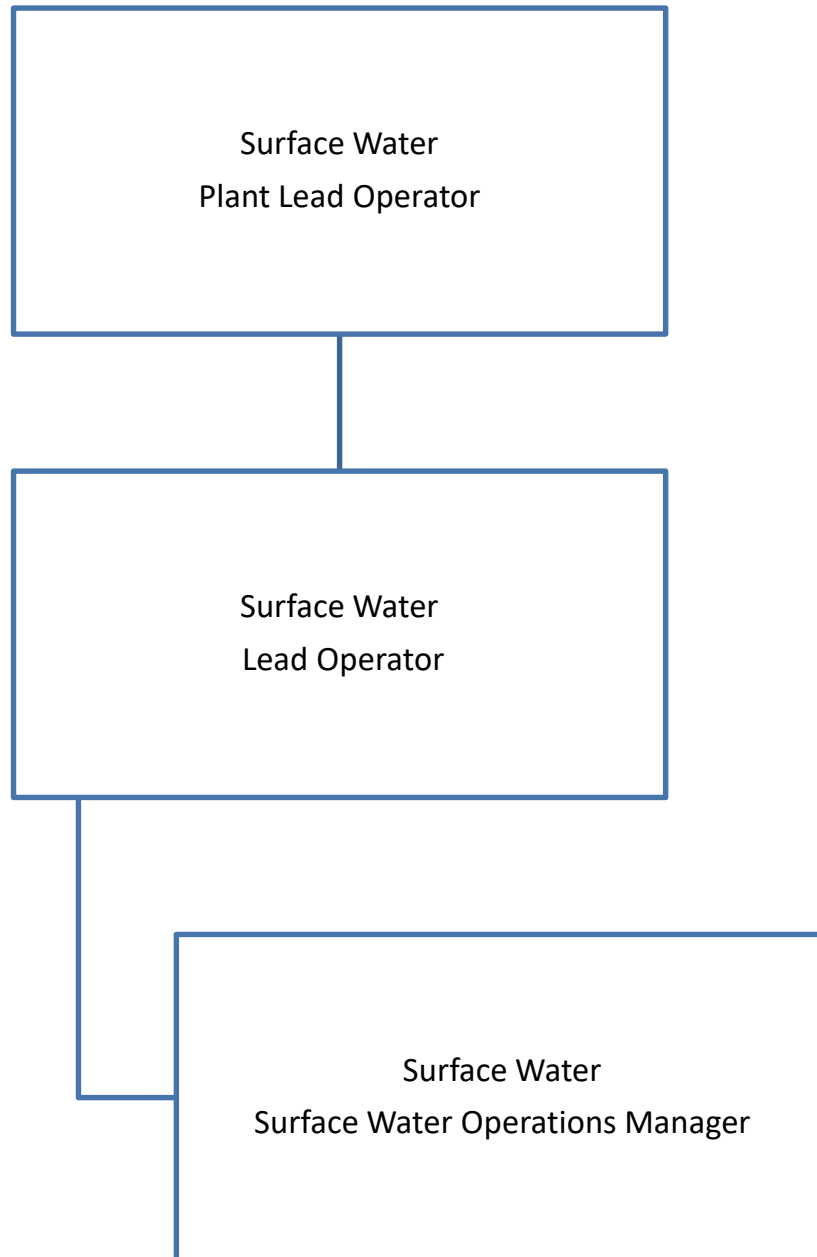


Wastewater Treatment

Historical Detail of Full-Time Equivalents (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
20 - Utilities Fund			
5275 - Wastewater Treatment			
Chief Operator (Wastewater)	0.0	0.0	1.0
Facility Maintenance Foreman	0.0	0.0	1.0
Field Operations Superintendent	1.0	1.0	1.0
Foreman	2.0	2.0	0.0
Maintenance Worker	2.0	1.0	0.0
Maintenance Worker II	0.0	1.0	0.0
Wastewater Chief Operator	0.0	0.0	0.0
Wastewater Operator I	0.0	0.0	1.0
Wastewater Operator II	0.0	0.0	2.0
Wastewater Plant Operator	2.0	2.0	1.0
Wastewater Plant Operator II	1.0	1.0	0.0
5275 - Wastewater Treatment Total	8.0	8.0	7.0
20 - Utilities Fund Total	8.0	8.0	7.0

Surface Water Fund



Surface Water Fund

The Surface Water Fund accounts for all operating activities related to the City’s required conversion to surface water, which is funded through a fee per 1,000 gallons of water produced. Customers outside the City limits pay two times the city rate.

Fiscal Year 2021

Total surface water revenues are estimated at \$3.2 million, with \$3,067,000 from charges for service, and \$3,000 from interest. The GRP fee remained at \$2.42 per 1,000 gallons of water.

Total expenses are projected at \$4.8 million and include \$1.0 million in operating expenses and \$3.7 million in non-operating expenses for debt service.

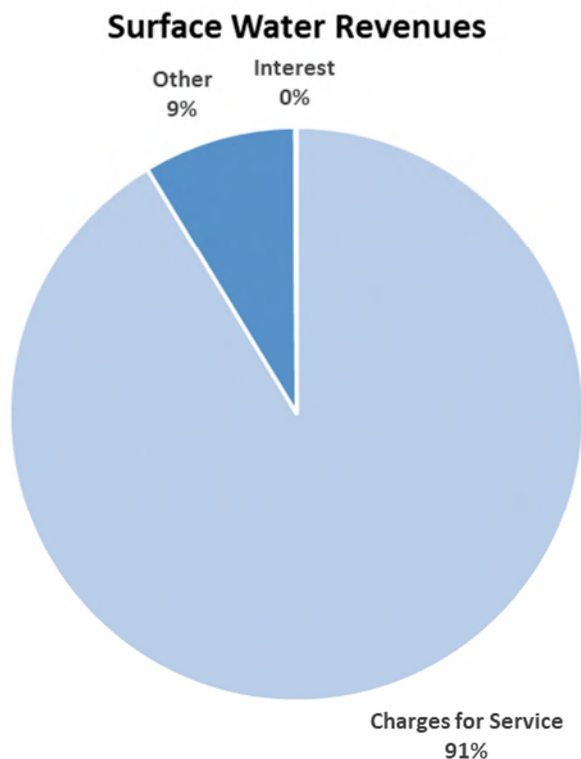
The ending cash equivalents at 9/30/21 is estimated to be \$2.6 million.

Fiscal Year 2022

Total surface water revenues are estimated at \$3.8 million, with \$3,496,375 in charges for service, \$3,420 in interest, \$230,000 in other, and \$100,000 in insurance reimbursements (there is a contra expenditure budgeted). The GRP fee will be \$2.69 per 1,000 gallons of water.

Total operating expenses are budgeted at \$3.6 million. This includes \$1.4 million in operating expenses, and \$2.2 million in non-operating expenses.

The ending cash equivalent balance at 9/30/22 is anticipated to be \$2,827,889.



Surface Water Fund Income Statement

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	Changes	Annual
	Actuals	Budget	Estimates	Budget	Changes	Budget
Revenue						
Operating						
Charges for Service	3,317,286	3,067,000	3,067,000	3,496,375	-	3,496,375
Interest	36,213	3,000	3,000	3,420	-	3,420
Other	219,821	-	-	-	230,000	230,000
Operating Total	3,573,320	3,070,000	3,070,000	3,499,795	230,000	3,729,795
Non-Operating						
Other	-	100,000	100,000	100,000	-	100,000
Non-Operating Total	-	100,000	100,000	100,000	-	100,000
Revenue Total	3,573,320	3,170,000	3,170,000	3,599,795	230,000	3,829,795
Expenditure						
Operating						
Salaries & Benefits	268,106	263,522	263,522	272,551	-	272,551
Supplies	246,962	288,867	288,867	354,307	-	354,307
Repairs & Maintenance	31,262	19,628	19,628	19,628	-	19,628
Purchased Services	667,729	490,119	490,119	739,119	-	739,119
Professional Services	31,148	20,000	20,000	20,000	-	20,000
Capital Items/Other	-	-	-	-	-	-
Operating Total	1,245,207	1,082,136	1,082,136	1,405,605	-	1,405,605
Non-Operating						
Non-Departmental	21,774	2,072,622	2,072,622	2,081,889	-	2,081,889
Capital Items/Other	-	-	-	-	-	-
Transfers Out	1,746,483	1,602,892	1,602,892	114,000	-	114,000
Non-Operating Total	1,768,257	3,675,514	3,675,514	2,195,889	-	2,195,889
Expenditure Total	3,013,464	4,757,650	4,757,650	3,601,494	-	3,601,494
Revenue Over/(Under) Expenses	559,856	(1,587,650)	(1,587,650)	(1,699)	230,000	228,301
Beginning Fund Balance	1,173,774	4,187,238	4,187,238	2,599,588		2,599,588
Ending Fund Balance	4,187,238	2,599,588	2,599,588	2,597,889		2,827,889
Fund Bal as % of Exp	139.0%	54.6%	54.6%	72.1%		78.5%
Fund Bal in Days	507	199	199	263		287

Surface Water

Mission Statement

The Surface Water Department takes pride in maintaining and delivering ample superior quality water, vigilantly maintaining water infrastructure and providing responsive customer-oriented service in a cost effective and innovative manner emphasizing responsible environmental stewardship and compliance with all regulatory requirements.

Departmental Overview

The Surface Water Department is responsible for the comprehensive management and maintenance of the 2.0 million gallons per day (MGD) micro-filtration surface water treatment plant.

Programs of Service

Surface Water Department is responsible for the comprehensive management and maintenance of the 2.0 MGD micro-filtration surface water treatment plant.

FY22 Objectives

- Comprehensive Master Plan Top-Ranked Priority
 - Mandated ground water reduction
- Department and Organization-wide Goal
 - Maximize surface water production to prolong the need for plant expansion.
 - Provide a sustainable supply of excellent quality surface water.

FY22 Budget Changes

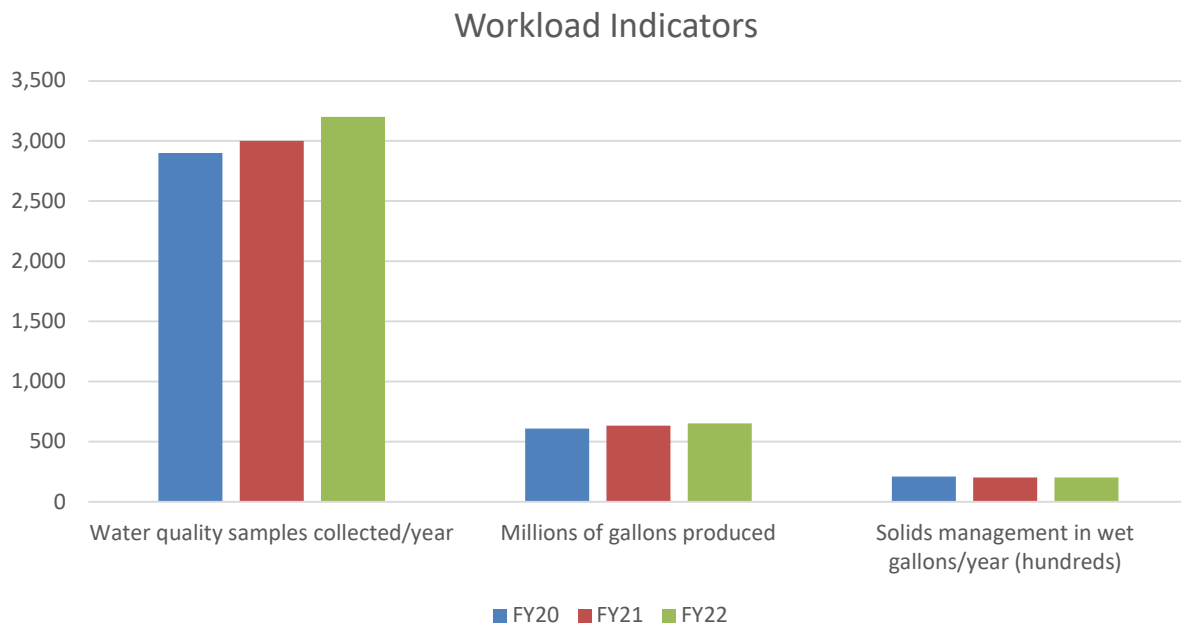
There are no changes in FY22.

Surface Water

Performance Measures



Workload Indicators

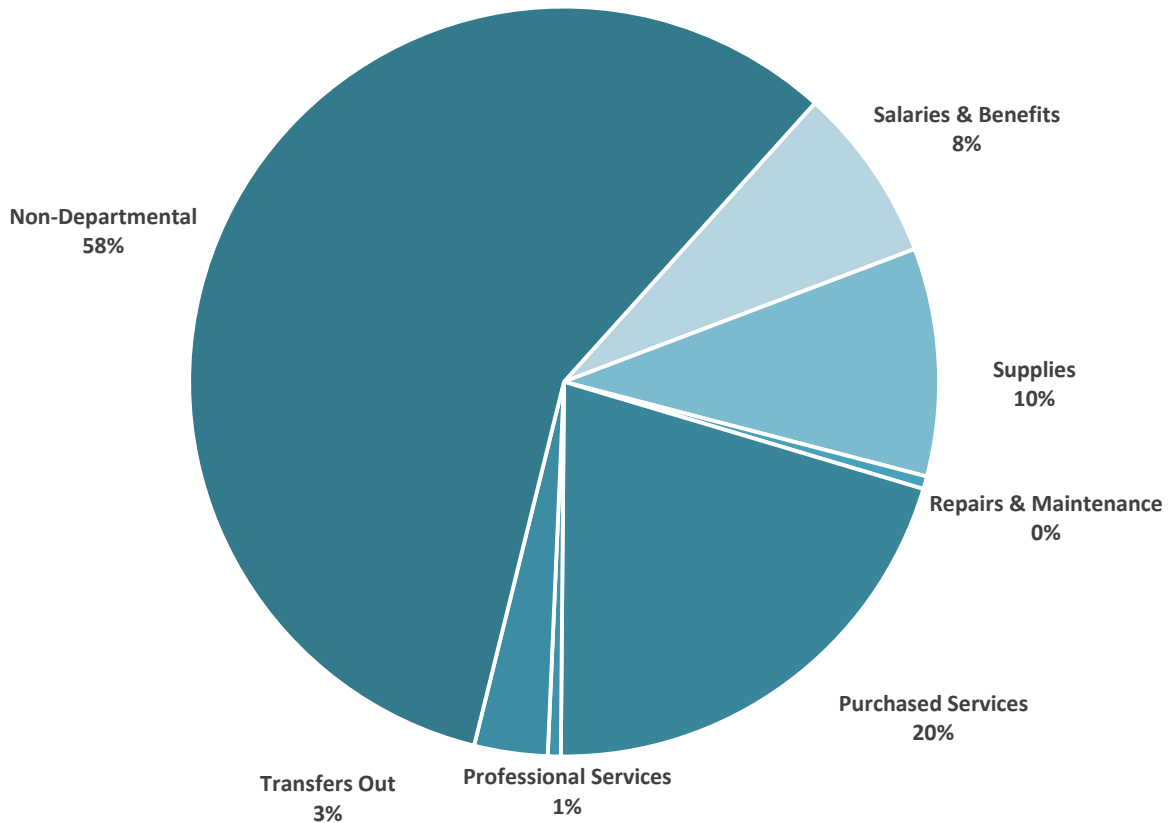


Surface Water

Departmental Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Surface Water						
Salaries & Benefits	268,106	263,522	263,522	272,551	-	272,551
Supplies	246,962	288,867	288,867	354,307	-	354,307
Repairs & Maintenance	31,262	19,628	19,628	19,628	-	19,628
Purchased Services	667,729	490,119	490,119	739,119	-	739,119
Professional Services	31,148	20,000	20,000	20,000	-	20,000
Non-Departmental	21,774	2,072,622	2,072,622	2,081,889	-	2,081,889
Transfers Out	1,746,483	1,602,892	1,602,892	114,000	-	114,000
Total Expenditures	3,013,464	4,757,650	4,757,650	3,601,494	-	3,601,494

Annual Expenditures by Category

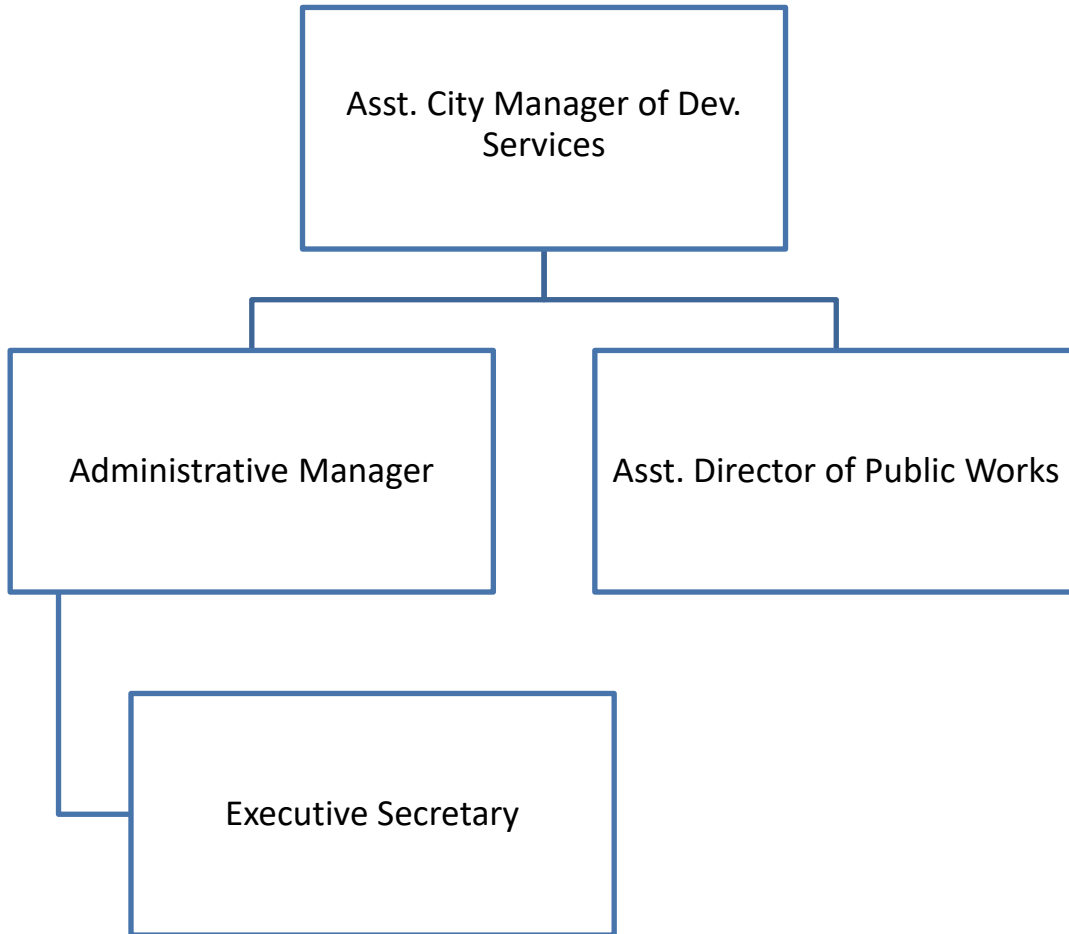


Surface Water

Historical Detail of Full-Time Equivalents (FTEs)

	2020 Actual	2021 Estimate	2022 Budget
22 - Surface Water Fund			
5222 - Surface Water			
Surface Water Operations Manager	0.0	1.0	1.0
Surface Water Plant Lead Operator	2.0	1.0	1.0
Surface Water Plant Operator	1.0	1.0	1.0
5222 - Surface Water Total	3.0	3.0	3.0
22 - Surface Water Fund Total	3.0	3.0	3.0

Solid Waste



Solid Waste

Mission Statement

To enhance the quality of life for all residents by providing safe, reliable and effective services consistent with the stated goals of the City. The mission of the Solid Waste Department is to provide timely and optimal removal of residential and commercial refuse and recycling materials. It is our goal to enhance the City by expediting prompt removal of all items placed curbside on the day of collection.

Departmental Overview

The City's contract for Solid Waste includes removal of normal household garbage twice per week. Collections on a once per week basis are included per account which include yard/green waste, recycling and bulky waste. The department manages damaged or missing poly cart replacements as well as recycle cart replacements.

Programs of Service

Solid Waste services include garbage disposal, recycling and cart replacement management.

FY22 Objectives

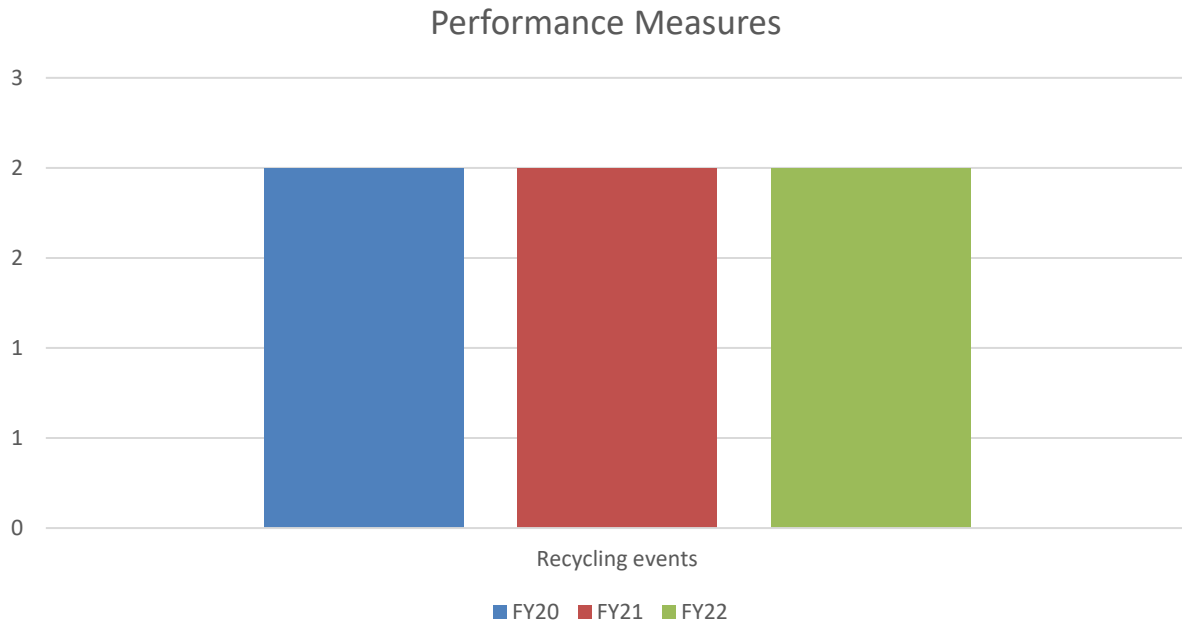
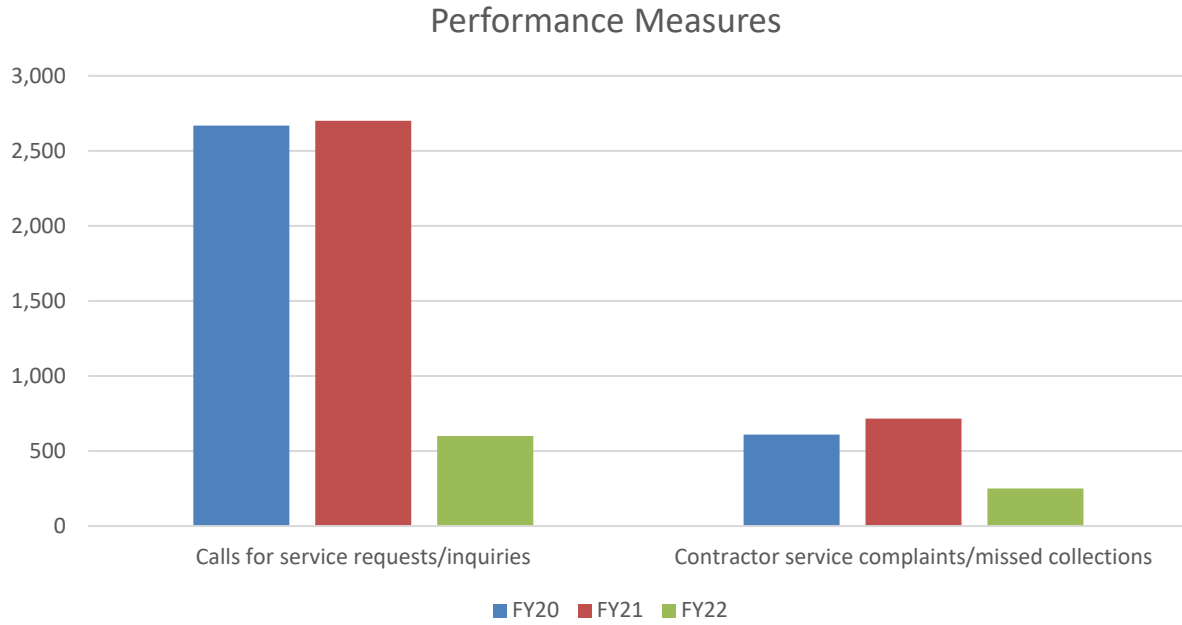
- Organization-wide Goal
 - Continue to provide excellent services with an efficient use of resources.
- Departmental Goal
 - Increase recycling programs with inclusion of recycling carts.
 - Add a shredding event or e-cycle event

FY22 Budget Changes

There are no changes for FY22.

Solid Waste

Performance Measures



Solid Waste Fund Income Statement

	FY20 Prior Year Actuals	FY21 Current Budget	FY21 Year-End Estimates	FY22 Base Budget	FY22 Changes	FY22 Annual Budget
Revenue						
Operating						
Charges for Service	-	1,750,000	1,750,000	1,934,975	-	1,934,975
Operating Total	-	1,750,000	1,750,000	1,934,975	-	1,934,975
Revenue Total	-	1,750,000	1,750,000	1,934,975	-	1,934,975
Expenditure						
Operating						
Purchased Services	-	1,750,000	1,750,000	1,427,060	-	1,427,060
Operating Total	-	1,750,000	1,750,000	1,427,060	-	1,427,060
Non-Operating						
Transfers Out	-	-	-	507,915	-	507,915
Non-Operating Total	-	-	-	507,915	-	507,915
Expenditure Total	-	1,750,000	1,750,000	1,934,975	-	1,934,975
Revenues Over/(Under) Expenditures	-	-	-	-	-	-



RICHMOND
EST. **TEXAS** 1837

DEBT SERVICE FUND



Debt Service

The Debt Service Fund accounts for the issuance of debt and provides for the payment of debt principal and interest as they come due. In the Debt Service Fund for tax-exempt debt, an ad valorem (property) tax rate and tax levy is required to be computed and levied to produce sufficient revenue to satisfy annual debt service requirements. The City has no general obligation legal debt limit other than a ceiling on the tax rate specified by the State of Texas. Under the rules of the Texas Attorney General, the City may issue general obligation debt in an amount no greater than that which can be serviced by a debt service tax rate of \$1.50 per \$100 assessed valuation based on 98% collection.

The City's tax backed bond rating is "AA-" by Standard and Poor's.

General Debt Service Fund

Fiscal Year 2021

Revenues are anticipated to total \$1.6 million, with \$1.1 million in taxes and interest, and the remaining \$0.5 million in transfers in from other funds to support debt service.

Total expenditures are estimated at \$1.6 million and represents the amount necessary to support debt service and the professional services associated with it.

Fiscal Year 2022

Revenues are anticipated to total \$1.6 million, with \$1.1 million in taxes and interest, and the remaining \$0.5 million in transfers in from other funds to support debt service.

Total expenditures are estimated at \$1.6 million and represents the amount necessary to support debt service and professional services associated with it.

Debt Service Fund Income Statement

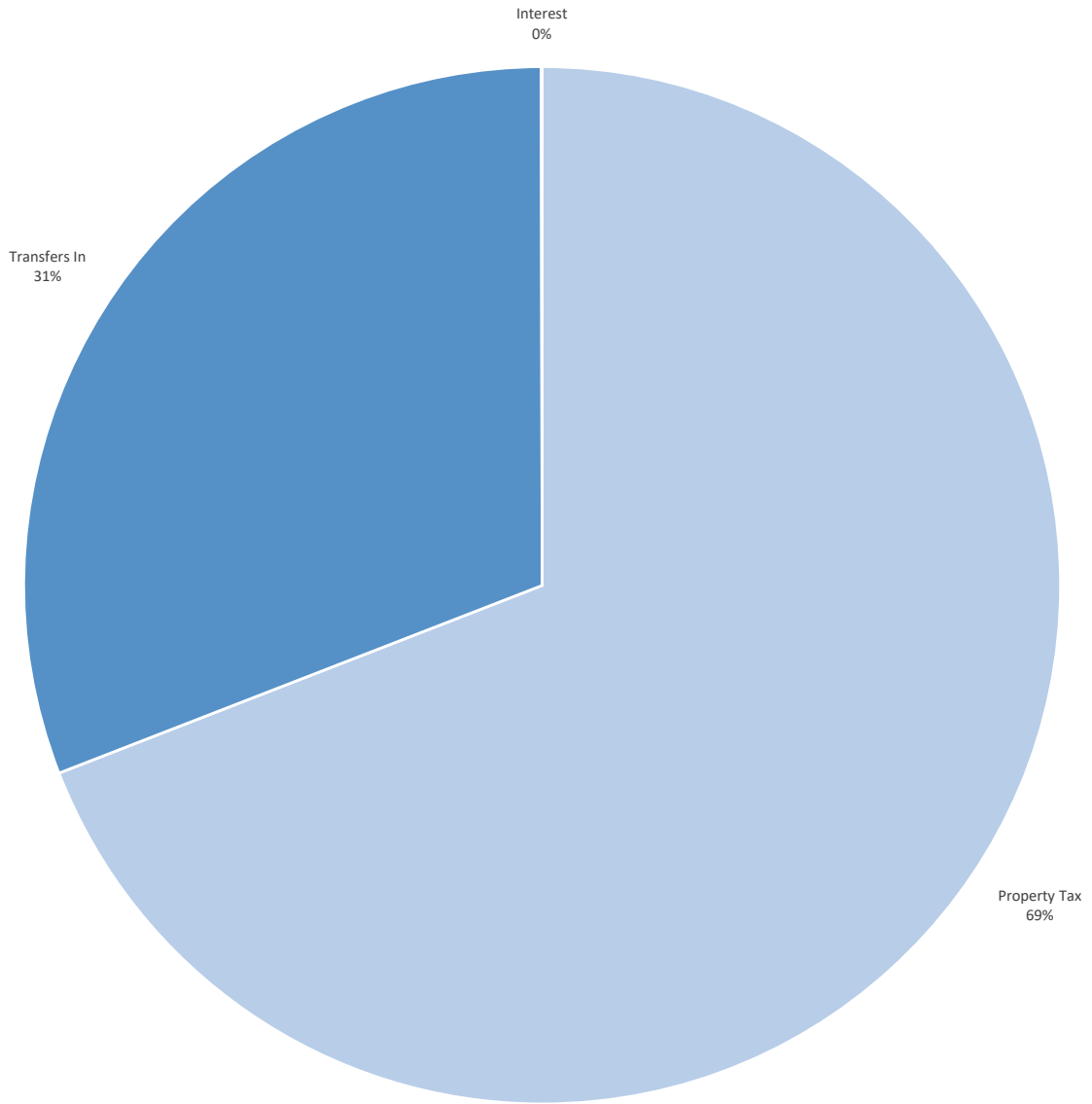
	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	FY22	FY22
	Actuals	Budget	Estimates	Budget	Changes	Annual
						Budget
Revenue						
Operating						
Property Tax	966,699	1,122,953	1,082,953	1,097,631	-	1,097,631
Interest	4,031	5,307	407	407	-	407
Other	2,823,377	-	-	-	-	-
Operating Total	3,794,107	1,128,260	1,083,360	1,098,037	-	1,098,037
Non-Operating						
Transfers In	942,738	494,938	494,938	490,400	-	490,400
Other	-	-	-	-	-	-
Non-Operating Total	942,738	494,938	494,938	490,400	-	490,400
Revenue Total	4,736,845	1,623,198	1,578,298	1,588,437	-	1,588,437
Expenditure						
Operating						
Purchased Services	3,500	13,000	13,000	13,000	-	13,000
Operating Total	3,500	13,000	13,000	13,000	-	13,000
Non-Operating						
Non-Departmental	4,742,738	1,562,844	1,562,844	1,558,031	-	1,558,031
Non-Operating Total	4,742,738	1,562,844	1,562,844	1,558,031	-	1,558,031
Expenditure Total	4,746,238	1,575,844	1,575,844	1,571,031	-	1,571,031
Revenue Over/(Under) Expenditures	(9,393)	47,354	2,454	17,406	-	17,406
Beginning Fund Balance	182,353	172,960	172,960	175,414		175,414
Ending Fund Balance	172,960	220,314	175,414	192,820		192,820

Debt Service Fund Schedule of Revenues

		FY20	FY21	FY21	FY22	FY22	FY22
		Prior Year	Current	Year-End	Base		Annual
		Actuals	Budget	Estimates	Budget	Changes	Budget
Property Tax	Property Tax Current	923,853	1,052,953	1,052,953	1,067,631	-	1,067,631
	Property Tax Delinquent	29,449	20,000	17,000	17,000	-	17,000
	Tax Penalty And Interest	13,396	50,000	13,000	13,000	-	13,000
Property Tax Total		966,699	1,122,953	1,082,953	1,097,631	-	1,097,631
Interest	Interest Income	4,031	5,307	407	407	-	407
Interest Total		4,031	5,307	407	407	-	407
Transfers In	Transfers From Other Funds	942,738	494,938	494,938	490,400	-	490,400
Transfers In Total		942,738	494,938	494,938	490,400	-	490,400
Other	Other Financing Sources	2,525,000	-	-	-	-	-
	Premiums On Bond Sale	298,377	-	-	-	-	-
Other Total		2,823,377	-	-	-	-	-
Total Revenue		4,736,845	1,623,198	1,578,298	1,588,437	-	1,588,437

FY22 Revenues by Category

Debt Service Fund

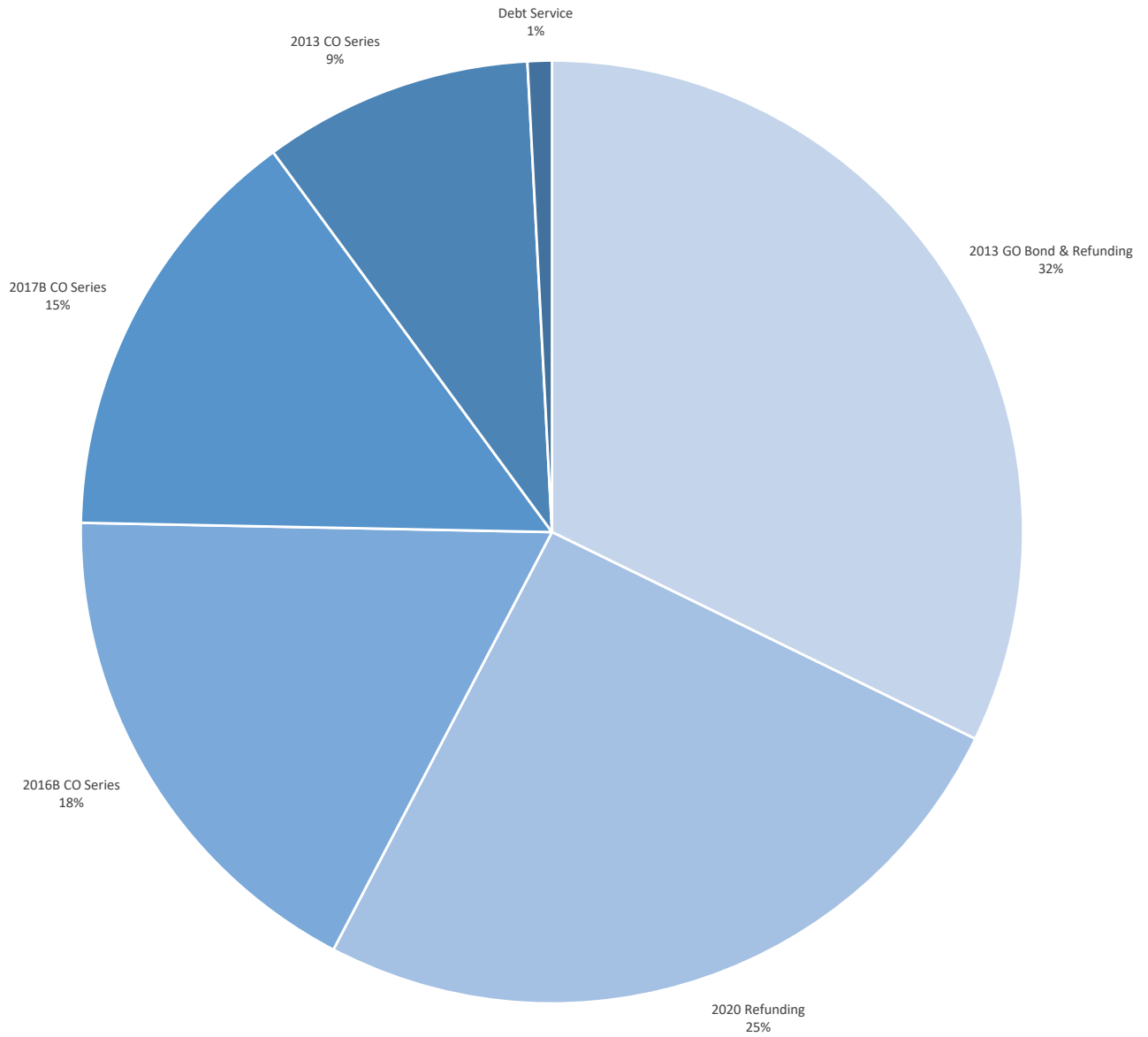


Summary of Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year		Year-End	Base		
	Actuals	Current Budget	Estimates	Budget	Changes	Annual Budget
Debt Service	3,500	13,000	13,000	13,000	-	13,000
2009 GO Series	2,998,597	-	-	-	-	-
2010 Refunding	489,600	-	-	-	-	-
2013 GO Bond & Refunding	455,069	505,919	505,919	506,469	-	506,469
2013 CO Series	145,075	142,575	142,575	145,388	-	145,388
2016A CO Series	750	-	-	-	-	-
2016B CO Series	290,400	283,350	283,350	277,050	-	277,050
2017B CO Series	227,925	228,800	228,800	229,525	-	229,525
2020 Refunding	135,322	402,200	402,200	399,600	-	399,600
	4,746,238	1,575,844	1,575,844	1,571,031	-	1,571,031

FY22 Expenditures by Type

Debt Service Fund



Aggregate Debt Service

	Principal	Interest	Debt Service
2022	2,295,000	1,013,489	3,308,489
2023	2,360,000	939,189	3,299,189
2024	1,775,000	870,576	2,645,576
2025	1,515,000	814,736	2,329,736
2026	1,555,000	763,398	2,318,398
2027	1,525,000	711,645	2,236,645
2028	1,560,000	659,604	2,219,604
2029	1,615,000	607,298	2,222,298
2030	1,425,000	557,526	1,982,526
2031	1,455,000	509,098	1,964,098
2032	1,505,000	459,101	1,964,101
2033	1,550,000	407,120	1,957,120
2034	1,580,000	353,276	1,933,276
2035	1,515,000	299,264	1,814,264
2036	1,425,000	246,936	1,671,936
2037	1,480,000	194,220	1,674,220
2038	895,000	148,813	1,043,813
2039	415,000	122,300	537,300
2040	430,000	105,400	535,400
2041	445,000	87,900	532,900
2042	465,000	69,700	534,700
2043	485,000	50,700	535,700
2044	505,000	30,900	535,900
2045	520,000	10,400	530,400
Grand Total	30,295,000	10,032,590	40,327,590

Debt Service by Issue

	Principal	Interest	Debt Service
2013 CO			
Fire Station			
2022	75,000	70,388	145,388
2023	75,000	67,763	142,763
2024	80,000	64,800	144,800
2025	80,000	61,500	141,500
2026	85,000	58,097	143,097
2027	90,000	54,488	144,488
2028	90,000	50,775	140,775
2029	95,000	46,959	141,959
2030	100,000	42,938	142,938
2031	105,000	38,709	143,709
2032	110,000	34,275	144,275
2033	115,000	29,563	144,563
2034	120,000	24,569	144,569
2035	125,000	19,363	144,363
2036	130,000	14,025	144,025
2037	135,000	8,559	143,559
2038	140,000	2,888	142,888
Fire Station Total	1,750,000	689,656	2,439,656
2013 CO Total	1,750,000	689,656	2,439,656
2013 GO Refunding			
Streets & Drainage			
2022	130,000	141,219	271,219
2023	140,000	136,819	276,819
2024	140,000	131,569	271,569
2025	140,000	125,881	265,881
2026	145,000	120,003	265,003
2027	155,000	113,816	268,816
2028	160,000	107,319	267,319
2029	175,000	100,409	275,409
2030	215,000	92,366	307,366
2031	215,000	83,363	298,363
2032	230,000	73,906	303,906
2033	245,000	63,813	308,813
2034	255,000	53,188	308,188
2035	265,000	42,138	307,138
2036	280,000	30,731	310,731
2037	295,000	18,872	313,872
2038	310,000	6,394	316,394
Streets & Drainage Total	3,495,000	1,441,803	4,936,803

Debt Service by Issue

	Principal	Interest	Debt Service
Water Plant Construction			
2022	190,000	45,250	235,250
2023	190,000	39,075	229,075
2024	195,000	31,850	226,850
2025	45,000	27,022	72,022
2026	45,000	25,166	70,166
2027	45,000	23,309	68,309
2028	45,000	21,453	66,453
2029	45,000	19,597	64,597
2030	45,000	17,741	62,741
2031	50,000	15,750	65,750
2032	50,000	13,625	63,625
2033	50,000	11,500	61,500
2034	50,000	9,375	59,375
2035	50,000	7,250	57,250
2036	50,000	5,156	55,156
2037	50,000	3,094	53,094
2038	50,000	1,031	51,031
Water Plant Construction Total	1,245,000	317,244	1,562,244
2013 GO Refunding Total	4,740,000	1,759,047	6,499,047
2015			
Surface Water Treatment Plant Construction			
2022	235,000	301,688	536,688
2023	240,000	294,563	534,563
2024	250,000	287,213	537,213
2025	255,000	279,638	534,638
2026	265,000	271,838	536,838
2027	270,000	263,813	533,813
2028	280,000	255,563	535,563
2029	290,000	247,013	537,013
2030	300,000	237,788	537,788
2031	310,000	227,681	537,681
2032	320,000	217,250	537,250
2033	330,000	206,275	536,275
2034	340,000	194,550	534,550
2035	355,000	181,944	536,944
2036	365,000	168,444	533,444
2037	380,000	154,000	534,000
2038	395,000	138,500	533,500
2039	415,000	122,300	537,300
2040	430,000	105,400	535,400
2041	445,000	87,900	532,900
2042	465,000	69,700	534,700
2043	485,000	50,700	535,700

Debt Service by Issue

	Principal	Interest	Debt Service
2044	505,000	30,900	535,900
2045	520,000	10,400	530,400
Surface Water Treatment Plant Construction Total	8,445,000	4,405,056	12,850,056
2015 Total	8,445,000	4,405,056	12,850,056
2016A			
Water Plant Construction			
2022	740,000	74,700	814,700
2023	760,000	52,200	812,200
2024	125,000	38,925	163,925
2025	125,000	35,175	160,175
2026	125,000	31,425	156,425
2027	125,000	27,675	152,675
2028	125,000	23,925	148,925
2029	125,000	20,175	145,175
2030	125,000	16,425	141,425
2031	125,000	12,675	137,675
2032	125,000	8,925	133,925
2033	125,000	5,175	130,175
2034	110,000	1,650	111,650
Water Plant Construction Total	2,860,000	349,050	3,209,050
2016A Total	2,860,000	349,050	3,209,050
2016B			
ROW, Fire Trucks, Equipment & Streets			
2022	210,000	67,050	277,050
2023	215,000	60,675	275,675
2024	215,000	54,225	269,225
2025	220,000	47,700	267,700
2026	220,000	41,100	261,100
2027	140,000	35,700	175,700
2028	140,000	31,500	171,500
2029	140,000	27,300	167,300
2030	140,000	23,100	163,100
2031	140,000	18,900	158,900
2032	140,000	14,700	154,700
2033	140,000	10,500	150,500
2034	140,000	6,300	146,300
2035	140,000	2,100	142,100
ROW, Fire Trucks, Equipment & Streets Total	2,340,000	440,850	2,780,850
2016B Total	2,340,000	440,850	2,780,850

Debt Service by Issue

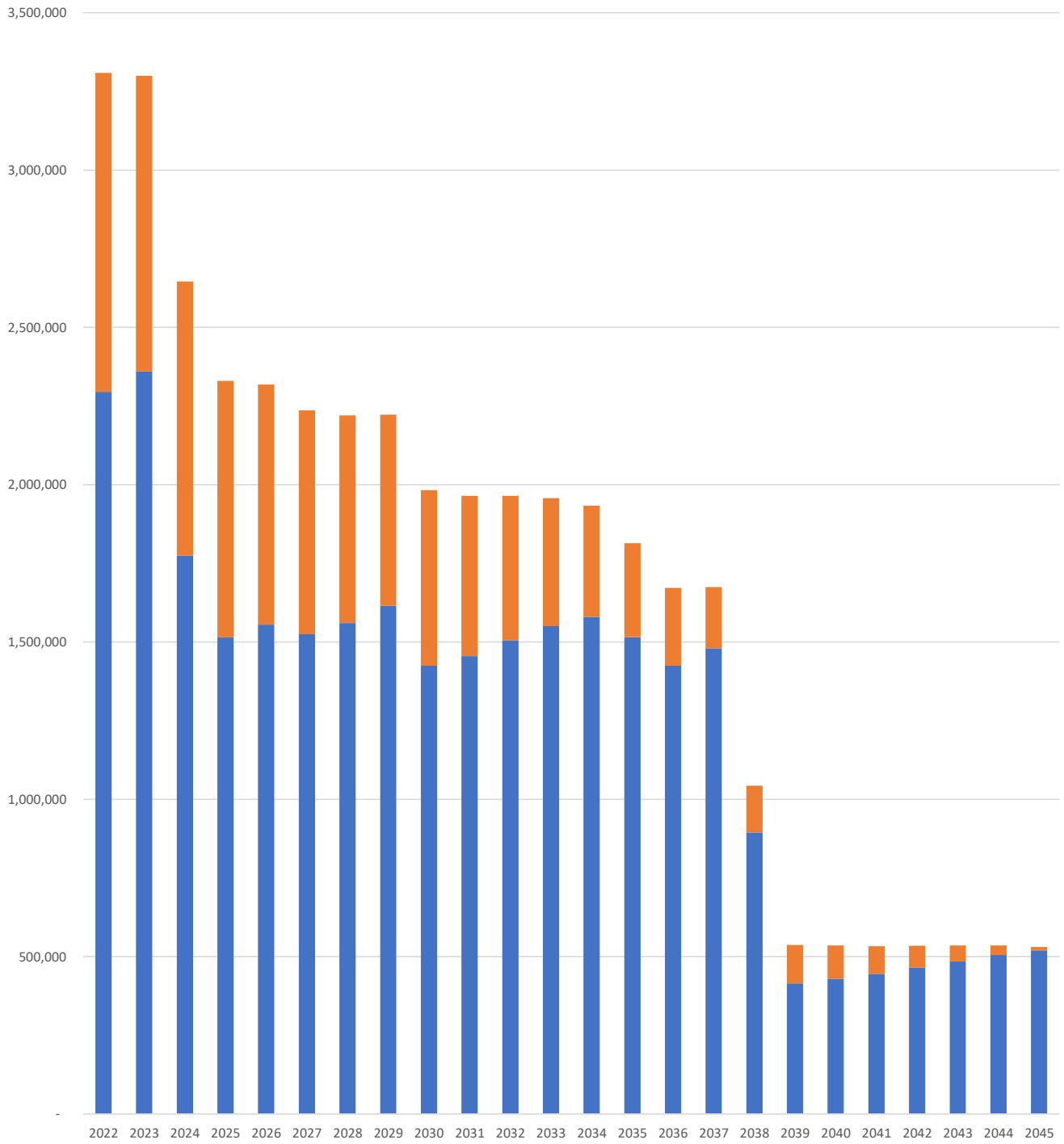
	Principal	Interest	Debt Service
2017A			
Water Plant Construction			
2022	250,000	149,070	399,070
2023	255,000	141,495	396,495
2024	265,000	133,695	398,695
2025	275,000	125,595	400,595
2026	280,000	117,270	397,270
2027	290,000	108,720	398,720
2028	300,000	99,870	399,870
2029	310,000	90,720	400,720
2030	320,000	81,270	401,270
2031	325,000	71,595	396,595
2032	335,000	61,695	396,695
2033	345,000	51,495	396,495
2034	360,000	40,920	400,920
2035	370,000	29,970	399,970
2036	380,000	18,530	398,530
2037	395,000	6,320	401,320
Water Plant Construction Total	5,055,000	1,328,230	6,383,230
2017A Total	5,055,000	1,328,230	6,383,230
2017B			
Facilities, Parks, Drainage, Water & Sewer			
2022	145,000	84,525	229,525
2023	150,000	80,100	230,100
2024	150,000	75,600	225,600
2025	155,000	71,025	226,025
2026	160,000	66,300	226,300
2027	165,000	61,425	226,425
2028	170,000	56,400	226,400
2029	175,000	51,225	226,225
2030	180,000	45,900	225,900
2031	185,000	40,425	225,425
2032	195,000	34,725	229,725
2033	200,000	28,800	228,800
2034	205,000	22,725	227,725
2035	210,000	16,500	226,500
2036	220,000	10,050	230,050
2037	225,000	3,375	228,375
Facilities, Parks, Drainage, Water & Sewer Total	2,890,000	749,100	3,639,100
2017B Total	2,890,000	749,100	3,639,100

Debt Service by Issue

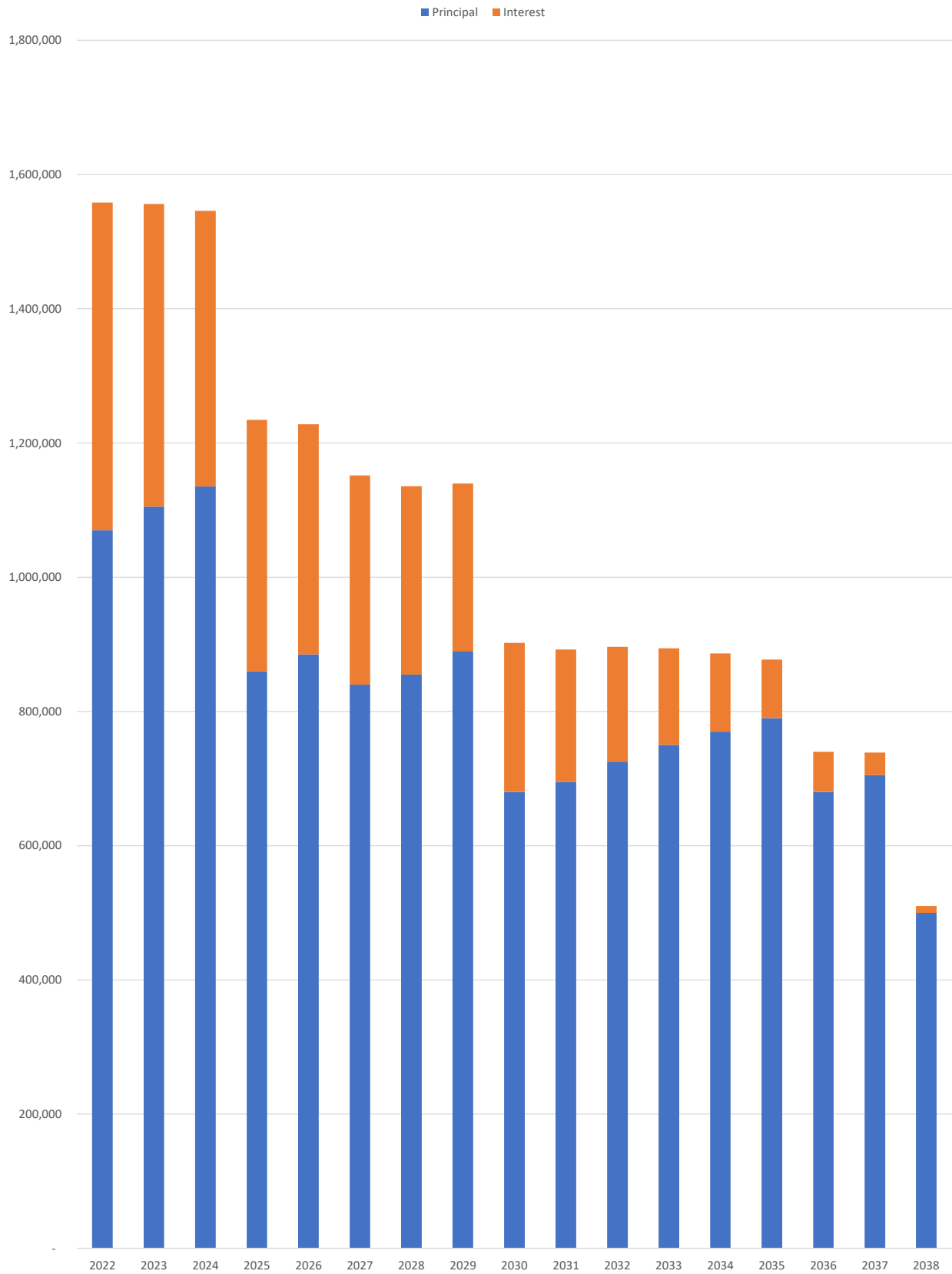
	Principal	Interest	Debt Service
2020 GO Refunding			
Streets & Drainage			
2022	320,000	79,600	399,600
2023	335,000	66,500	401,500
2024	355,000	52,700	407,700
2025	220,000	41,200	261,200
2026	230,000	32,200	262,200
2027	245,000	22,700	267,700
2028	250,000	12,800	262,800
2029	260,000	3,900	263,900
Streets & Drainage Total	2,215,000	311,600	2,526,600
2020 GO Refunding Total	2,215,000	311,600	2,526,600
Grand Total	30,295,000	10,032,590	40,327,590

Aggregate Debt Service

■ Principal ■ Interest

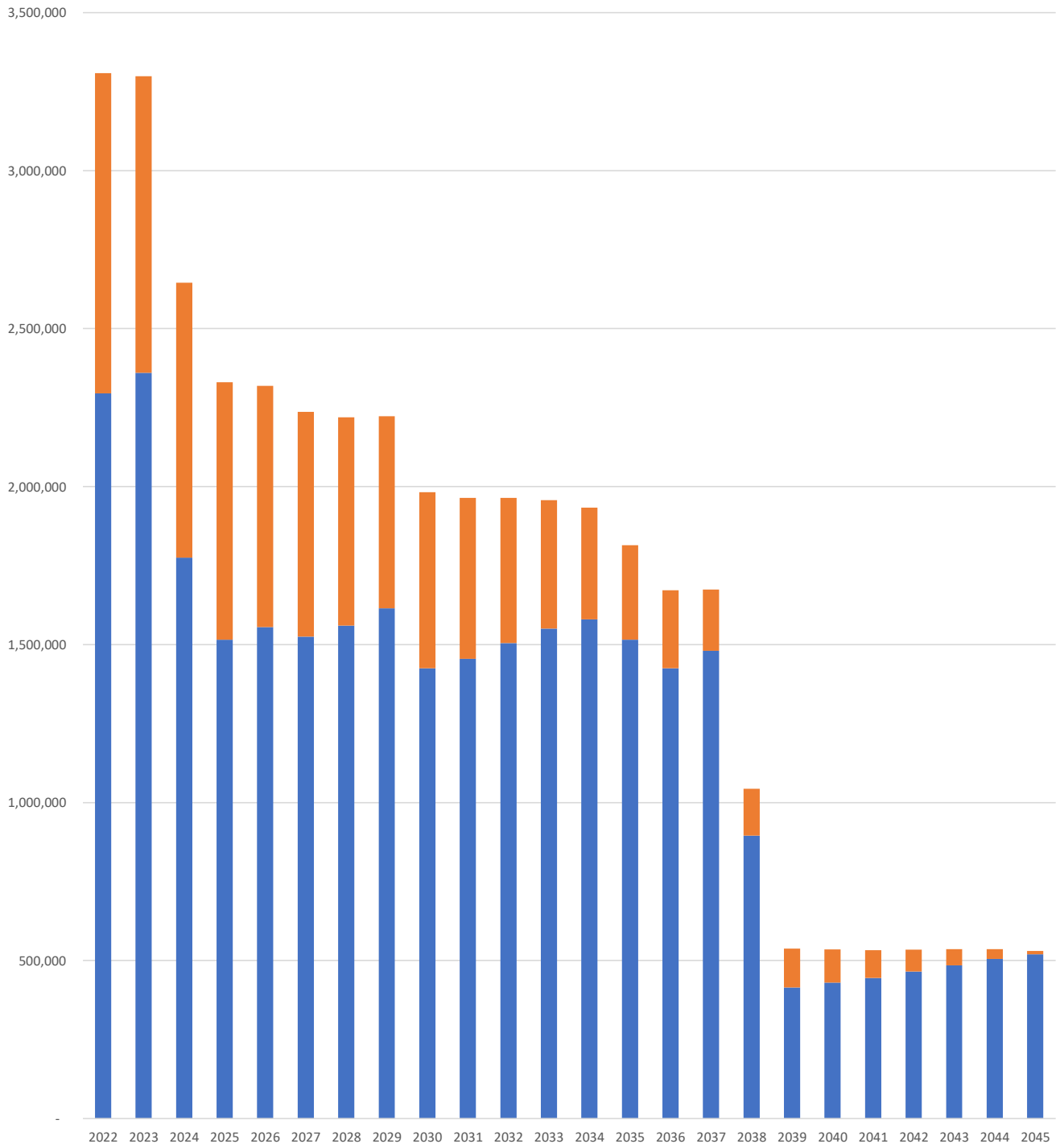


General Debt Service

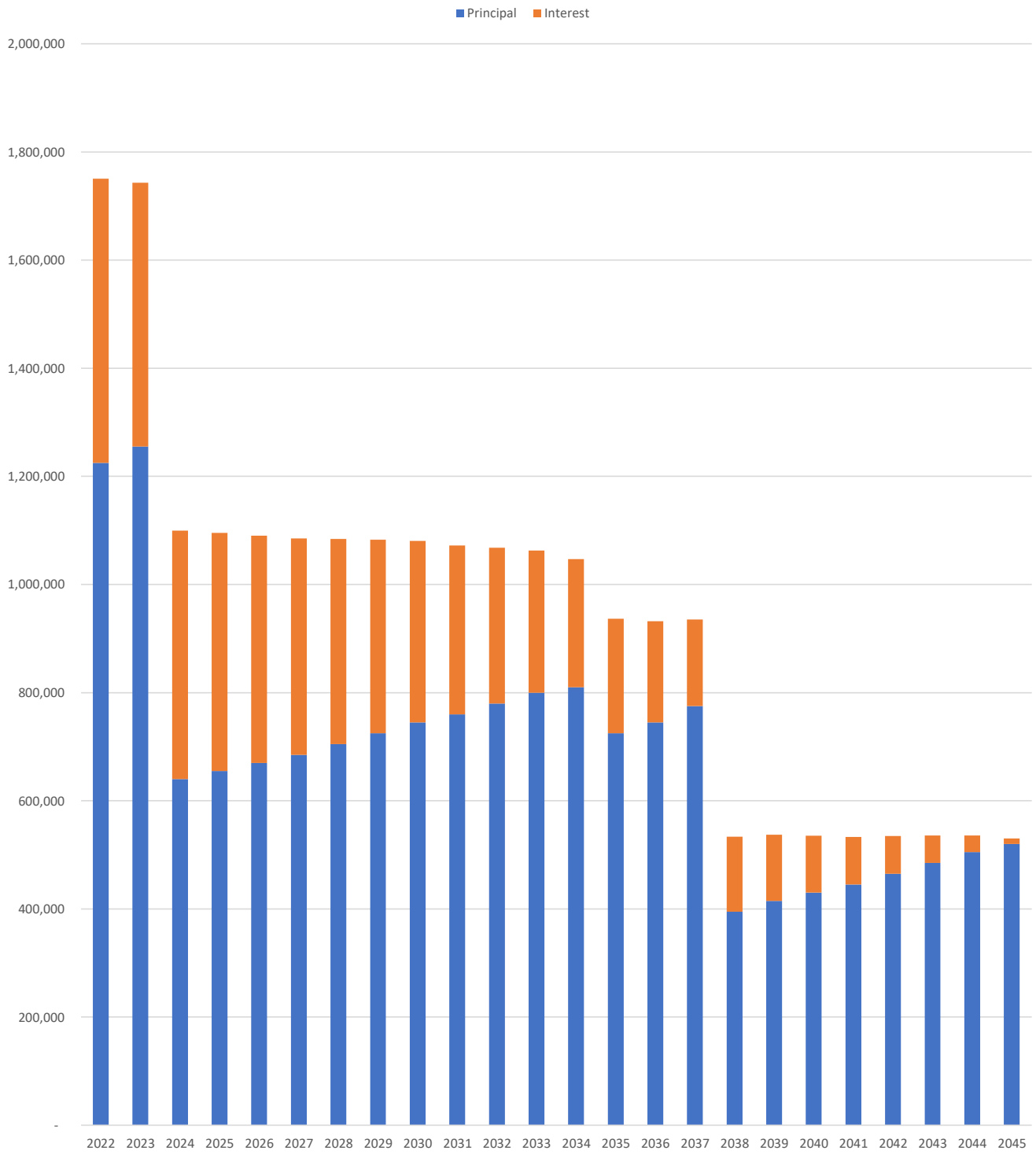


Utility Debt Service

■ Principal ■ Interest



Surface Water Debt Service





RICHMOND
EST. **TEXAS** 1837

SPECIAL REVENUE FUNDS



Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenues that are legally restricted to expenditures for specified purposes. The City has fifteen Special Revenue Funds.

Special Revenue Court Funds

It's important to note that the 86th legislative session resulted in changes to the court security and court technology funds, and created the truancy fund, and the jury fund. These changes became effective January 1, 2020. As a result of the passage of senate bill 346, local courts no longer collect a fixed \$3 fee for court security or a \$4 fee for court technology. These fees are now apportioned out based on a predefined ratio provided for within section 134.103 of the local government code. This statute requires that a fee of \$14 be collected upon conviction and then allocated across four special revenues funds. Specifically, 35% of the \$14 collected will go to the court security fund, 35.7143% will go to local truancy prevention and diversion fund, 28.5714% will go to the court technology fund, and the remaining 0.7143% percent will go to a municipal jury fund.

Court Security Fund

Fiscal Year 2021

Revenues are projected to be \$3,728 and there are no planned expenditures. Fund balance at 9/30/21 is projected to be \$26,357.

Fiscal Year 2022

Revenues budgeted total \$4,000 and there are no planned expenditures. Fund balance at 9/30/22 is anticipated to be \$30,357.

Court Technology Fund

Fiscal Year 2021

Revenues are projected to be \$3,391 and there are no planned expenditures. Fund balance at 9/30/21 is projected to be \$15,598.

Fiscal Year 2022

Revenues budgeted total \$4,000 and there are no planned expenditures. Fund balance at 9/30/22 is anticipated to be \$19,598.

Court Truancy Fund

Fiscal Year 2021

Revenues are projected to be \$2,509 and there are no planned expenditures. Fund balance at 9/30/21 is projected to be \$3,565.

Fiscal Year 2022

Revenues budgeted total \$3,210 and there are no planned expenditures. Fund balance at 9/30/22 is anticipated to be \$6,775.

Special Revenue Funds

Court Jury Fund

Fiscal Year 2021

Revenues are projected to be \$58 and there are no planned expenditures. Fund balance at 9/30/21 is projected to be \$79.

Fiscal Year 2022

Revenues budgeted total \$65 and there are no planned expenditures. Fund balance at 9/30/22 is anticipated to be \$144.

Community Development Block Grant

The U.S. Department of Housing and Urban Development provides eligible metropolitan cities and urban counties (called “entitlement communities”) with annual direct grants that can be used to revitalize neighborhoods, expand affordable housing and economic opportunities, and/or improve community facilities and services, primarily to benefit low and moderate income persons. The City participates in the CDBG via Fort Bend County, rather than applying for a direct allocation.

Fiscal Year 2021

There are no planned revenues or expenditures in FY2021. Fund balance at 9/30/21 is projected to be \$4,680.

Fiscal Year 2022

Revenues projected total \$184,981 and expenditures are projected to be \$184,981. Fund balance at 9/30/22 is anticipated to be \$4,680.

Tourism (Hotel Occupancy Tax) Fund

The Tourism Fund accounts for revenues realized from the collection of Hotel Occupancy Taxes. By law, the general rules that apply to the City are as follows: A city with a population of less than 200,000 must spend not less than 1% of hotel tax rate on advertising, no more than 15% on art programs and a maximum of 50% on historical preservation. Hotels submit an occupancy tax based on 7% of total room receipts to the City within 30 days of each quarter.

Additionally, the City of Richmond is a municipality described in section 351.152 (36) of the Texas Tax code, which entitles it to use and receive the local and state portions of sales and use tax, hotel occupancy tax, and mixed beverage tax on land it owns for the establishment of a hotel conference center.

Richmond is currently home to three hotels, the LaQuinta Inn & Suites, a Hilton Home2 Suites, and a Marriott Fairfield Inn.

Fiscal Year 2021

Projected revenues total \$185,500 and there are no planned expenditures. Fund balance at 9/30/21 is projected to be \$385,215.

Special Revenue Funds

Fiscal Year 2022

Revenues budgeted total \$190,000 and there are no planned expenditures. Fund balance at 9/30/22 is anticipated to be \$575,215.

City Seizures Fund

The City Seizures fund accounts for the disposition of auctioned property not seized under Chapter 18 or 59 of the Texas Code of criminal procedure or property abandoned and auctioned pursuant to chapter 683 of the Texas transportation code.

Fiscal Year 2021

There are no projected revenues or expenditures. Fund balance at 9/30/21 is projected to be \$10,508.

Fiscal Year 2022

There are no projected revenues or expenditures. Fund balance at 9/30/21 is anticipated to be \$10,508.

State Seizures Fund

State seizure funds are authorized under chapter 59 of the Texas Code of Criminal Procedure. These funds are deposited into a special fund and may only be used for law enforcement purposes, such as salaries and overtime pay for officers, training for officers, specialized investigative equipment and supplies, and items used by officers in direct law enforcement duties. Seizure funds are acquired through the sale of seized property that was used in commission of a crime. Richmond receives a percentage of the sale of property seized by Richmond Police or the Fort Bend County Narcotics Task Force.

Fiscal Year 2021

There are no projected revenues and expenditures are expected to be \$70,352. Fund balance at 9/30/21 is projected to be \$121,645.

Fiscal Year 2022

Revenues in this fund are recognized as they are received and therefore are not budgeted. There use of the remaining fund balance of \$121,645 is budgeted as an expenditure. Fund balance at 9/30/21 is anticipated to be \$0.

Federal Seizures Fund

When the City receives equitably shared property from federal agencies, it is deposited in the Federal Seizure Fund. The use of the fund is not as limited as the shared property that was forfeited as a result of a particular federal violation, e.g. use of the funds for drug enforcement. The funds can be used for law enforcement investigations and other law enforcement related activities as allowed.

Fiscal Year 2021

There are no planned revenues or expenditures. Fund balance at 9/30/21 is projected to be \$89.

Fiscal Year 2022

There are no planned revenues or expenditures. Fund balance at 9/30/22 is anticipated to be \$89.

Special Revenue Funds

TCOLE Police Fund

Texas Commission on Law Enforcement (TCOLE) funds are restricted to training.

Fiscal Year 2021

Revenues are projected at \$2,864 for the remainder of the year and expenditures are anticipated to be \$6,566. Fund balance at 9/30/21 is projected to be \$2,864.

Fiscal Year 2022

There are no anticipated revenues, and the budget incorporates the use of the remaining fund balance of \$2,864. Fund balance at 9/30/22 is anticipated to be \$0.

TCOLE Fire Fund

Texas Commission on Law Enforcement (TCOLE) funds are restricted to training.

Fiscal Year 2021

Revenues are projected to be \$1,089 and expenditures are projected at \$845. Fund balance at 9/30/21 is projected to be \$1,659.

Fiscal Year 2022

There are no anticipated revenues, and the budget incorporates the use of the remaining fund balance of \$1,659. Fund balance at 9/30/22 is anticipated to be \$0.

Festivals Fund

The City maintains a festival fund to support activities associated with City festivals.

Fiscal Year 2021

There are no projected revenues or expenditures. Fund balance at 9/30/21 is projected to be \$717.

Fiscal Year 2022

There are no planned revenues or expenditures. Fund balance at 9/30/22 is anticipated to be \$717.

Parks Fund

The City maintains a Parks improvement fund for grants and donations that are required to be used specifically for the North Richmond Park located near the Seguin School.

Fiscal Year 2021

Projected revenues are expected to be \$14 and there are no projected expenditures. Fund balance at 9/30/21 is projected to be \$24,527.

Fiscal Year 2022

There are no planned revenues and the budget incorporates the use of the remaining fund balance of \$24,527 for improvements at the North Richmond Park. Fund balance at 9/30/22 is anticipated to be \$0.

Special Revenue Funds

Water Impact Fee Fund

Pursuant to Local Government Code Chapter 395, the City has established a service plan, and ordinance to collect impact fees associated with development. Impact fees fund infrastructure costs associated with new development and help prevent existing residents from paying for expansion and improvements to the existing infrastructure that are necessary to accommodate additional development demands. Water Impact fees are used to fund water related projects called for under the capital improvement plan.

Fiscal Year 2021

Revenues are projected to be \$605,750 and expenditures are projected to be \$300,000. Fund balance at 9/30/21 is projected to be \$1,280,956.

Fiscal Year 2022

Revenues are budgeted at \$50,750 and there are no planned expenditures. Fund balance at 9/30/22 is anticipated to be \$1,331,706.

Wastewater Impact Fee Fund

Pursuant to Local Government Code Chapter 395, the City has established a service plan, and ordinance to collect impact fees associated with development. Impact fees fund infrastructure costs associated with new development and help prevent existing residents from paying for expansion and improvements to the existing infrastructure that are necessary to accommodate additional development demands. Wastewater Impact fees are used to fund wastewater related projects called for under the capital improvement plan.

Fiscal Year 2021

Revenues are projected to be \$770,636 and expenditures are projected to the \$653,000. Fund balance at 9/30/21 is projected to be \$1,611,018.

Fiscal Year 2022

Revenues are budgeted at \$100,500 and there are no planned expenditures. Fund balance at 9/30/22 is anticipated to be \$1,711,518.

Court Security Fund Income Statement

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	Changes	Annual
	Actuals	Budget	Estimates	Budget		Budget
Revenue						
Operating						
Fines & Forfeitures	3,104	6,086	3,728	4,000	-	4,000
Interest	202	-	-	-	-	-
Operating Total	3,307	6,086	3,728	4,000	-	4,000
Revenue Total	3,307	6,086	3,728	4,000	-	4,000
Expenditure						
Operating						
Capital Items/Other	-	-	-	-	-	-
Operating Total	-	-	-	-	-	-
Expenditure Total	-	-	-	-	-	-
Revenues Over/(Under) Expenditures	3,307	6,086	3,728	4,000	-	4,000
Beginning Fund Balance	19,322	22,629	22,629	26,357		26,357
Ending Fund Balance	22,629	28,715	26,357	30,357		30,357

Court Technology Fund Income Statement

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	Changes	Annual
	Actuals	Budget	Estimates	Budget		Budget
Revenue						
Operating						
Fines & Forfeitures	3,604	4,968	3,391	4,000	-	4,000
Interest	99	-	-	-	-	-
Operating Total	3,703	4,968	3,391	4,000	-	4,000
Revenue Total	3,703	4,968	3,391	4,000	-	4,000
Expenditure						
Operating						
Capital Items/Other	-	-	-	-	-	-
Operating Total	-	-	-	-	-	-
Expenditure Total	-	-	-	-	-	-
Revenues Over/(Under) Expenditures	3,703	4,968	3,391	4,000	-	4,000
Beginning Fund Balance	8,504	12,207	12,207	15,598		15,598
Ending Fund Balance	12,207	17,175	15,598	19,598		19,598

Court Truancy Prevention Fund Income Statement

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base		Annual
	Actuals	Budget	Estimates	Budget	Changes	Budget
Revenue						
Operating						
Interest	-	-	-	-	-	-
Fines & Forfeitures	1,056	6,210	2,509	3,210	-	3,210
Operating Total	1,056	6,210	2,509	3,210	-	3,210
Revenue Total	1,056	6,210	2,509	3,210	-	3,210
Expenditure						
Operating						
Capital Items/Other	-	-	-	-	-	-
Operating Total	-	-	-	-	-	-
Non-Operating						
Capital Items/Other	-	-	-	-	-	-
Non-Operating Total	-	-	-	-	-	-
Expenditure Total	-	-	-	-	-	-
Revenues Over/(Under) Expenditures	1,056	6,210	2,509	3,210	-	3,210
Beginning Fund Balance	0	1,056	1,056	3,565		3,565
Ending Fund Balance	1,056	7,266	3,565	6,775		6,775

Court Jury Fund Income Statement

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	Changes	Annual
	Actuals	Budget	Estimates	Budget		Budget
Revenue						
Operating						
Fines & Forfeitures	21	124	58	65	-	65
Interest	-	-	-	-	-	-
Operating Total	21	124	58	65	-	65
Revenue Total	21	124	58	65	-	65
Expenditure						
Operating						
Capital Items/Other	-	-	-	-	-	-
Operating Total	-	-	-	-	-	-
Expenditure Total	-	-	-	-	-	-
Revenues Over/(Under) Expenditures	21	124	58	65	-	65
Beginning Fund Balance	(0)	21	21	79		79
Ending Fund Balance	21	145	79	144		144

CDBG Fund Income Statement

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	Changes	Annual
	Actuals	Budget	Estimates	Budget		Budget
Revenue						
Operating						
Intergovernmental	250,000	-	-	-	184,981	184,981
Operating Total	250,000	-	-	-	184,981	184,981
Non-Operating						
Transfers In	-	-	-	-	-	-
Non-Operating Total	-	-	-	-	-	-
Revenue Total	250,000	-	-	-	184,981	184,981
Expenditure						
Operating						
Capital Items/Other	250,000	-	-	-	184,981	184,981
Operating Total	250,000	-	-	-	184,981	184,981
Non-Operating						
Capital Items/Other	-	-	-	-	-	-
Transfers Out	-	-	-	-	-	-
Non-Operating Total	-	-	-	-	-	-
Expenditure Total	250,000	-	-	-	184,981	184,981
Revenues Over/(Under) Expenditures	0	-	-	-	-	-
Beginning Fund Balance	4,680	4,680	4,680	4,680		4,680
Ending Fund Balance	4,680	4,680	4,680	4,680		4,680

Tourism (HOT) Fund Income Statement

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base		Annual
	Actuals	Budget	Estimates	Budget	Changes	Budget
Revenue						
Operating						
Other Taxes	157,627	160,000	185,500	190,000	-	190,000
Interest	658	-	-	-	-	-
Operating Total	158,284	160,000	185,500	190,000	-	190,000
Revenue Total	158,284	160,000	185,500	190,000	-	190,000
Expenditure						
Operating						
Salaries & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Repairs & Maintenance	-	-	-	-	-	-
Purchased Services	-	-	-	-	-	-
Professional Services	-	-	-	-	-	-
Operating Total	-	-	-	-	-	-
Expenditure Total	-	-	-	-	-	-
Revenues Over/(Under) Expenditures	158,284	160,000	185,500	190,000	-	190,000
Beginning Fund Balance	41,431	199,715	199,715	385,215		385,215
Ending Fund Balance	199,715	359,715	385,215	575,215	-	575,215

City Seizure Fund Income Statement

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	Changes	Annual
	Actuals	Budget	Estimates	Budget		Budget
Revenue						
Operating						
Interest	-	-	-	-	-	-
Other	-	-	-	-	-	-
Operating Total	-	-	-	-	-	-
Non-Operating						
Other	-	-	-	-	-	-
Non-Operating Total	-	-	-	-	-	-
Revenue Total	-	-	-	-	-	-
Expenditure						
Operating						
Purchased Services	-	-	-	-	-	-
Operating Total	-	-	-	-	-	-
Expenditure Total	-	-	-	-	-	-
Revenues Over/(Under) Expenditures	-	-	-	-	-	-
Beginning Fund Balance	10,508	10,508	10,508	10,508		10,508
Ending Fund Balance	10,508	10,508	10,508	10,508		10,508

State Seizure Fund Income Statement

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	Changes	Annual
	Actuals	Budget	Estimates	Budget		Budget
Revenue						
Operating						
Other	-	-	-	-	-	-
Operating Total	-	-	-	-	-	-
Non-Operating						
Transfers In	184,644	-	-	-	-	-
Non-Operating Total	184,644	-	-	-	-	-
Revenue Total	184,644	-	-	-	-	-
Expenditure						
Operating						
Capital Items/Other	131,094	70,352	70,352	-	121,645	121,645
Purchased Services	56,858	-	-	-	-	-
Operating Total	187,952	70,352	70,352	-	121,645	121,645
Expenditure Total	187,952	70,352	70,352	-	121,645	121,645
Revenues Over/(Under) Expenditures	(3,308)	(70,352)	(70,352)	-	(121,645)	(121,645)
Beginning Fund Balance	195,305	191,997	191,997	121,645		121,645
Ending Fund Balance	191,997	121,645	121,645	121,645		-

Federal Seizure Fund Income Statement

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	Changes	Annual
	Actuals	Budget	Estimates	Budget		Budget
Revenue						
Operating						
Interest	0	-	-	-	-	-
Operating Total	0	-	-	-	-	-
Revenue Total	0	-	-	-	-	-
Expenditure						
Operating						
Purchased Services	-	-	-	-	-	-
Operating Total	-	-	-	-	-	-
Expenditure Total	-	-	-	-	-	-
Revenues Over/(Under) Expenditures	0	-	-	-	-	-
Beginning Fund Balance	89	89	89	89		89
Ending Fund Balance	89	89	89	89		89

TCOLE Grant Fund (Police) Fund Income Statement

	FY20 Prior Year Actuals	FY21 Current Budget	FY21 Year-End Estimates	FY22 Base Budget	FY22 Changes	FY22 Annual Budget
Revenue						
Operating						
Intergovernmental	-	-	2,864	-	-	-
Operating Total	-	-	2,864	-	-	-
Non-Operating						
Transfers In	2,684	-	-	-	-	-
Non-Operating Total	2,684	-	-	-	-	-
Revenue Total	2,684	-	2,864	-	-	-
Expenditure						
Operating						
Purchased Services	2,575	9,141	6,566	2,864	-	2,864
Operating Total	2,575	9,141	6,566	2,864	-	2,864
Expenditure Total	2,575	9,141	6,566	2,864	-	2,864
Revenues Over/(Under) Expenditures	109	(9,141)	(3,702)	(2,864)	-	(2,864)
Beginning Fund Balance	6,457	6,566	6,566	2,864		2,864
Ending Fund Balance	6,566	(2,575)	2,864	-		-

TCOLE Grant Fund (Fire) Fund Income Statement

	FY20 Prior Year Actuals	FY21 Current Budget	FY21 Year-End Estimates	FY22 Base Budget	FY22 Changes	FY22 Annual Budget
Revenue						
Operating						
Intergovernmental	-	-	-	-	-	-
Operating Total	-	-	-	-	-	-
Non-Operating						
Transfers In	682	-	1,089	-	-	-
Non-Operating Total	682	-	1,089	-	-	-
Revenue Total	682	-	1,089	-	-	-
Expenditure						
Operating						
Purchased Services	730	845	845	1,659	-	1,659
Operating Total	730	845	845	1,659	-	1,659
Expenditure Total	730	845	845	1,659	-	1,659
Revenues Over/(Under) Expenditures	(48)	(845)	244	(1,659)	-	(1,659)
Beginning Fund Balance	1,463	1,415	1,415	1,659		1,659
Ending Fund Balance	1,415	570	1,659	-		-

Festivals Fund Income Statement

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	Changes	Annual
	Actuals	Budget	Estimates	Budget		Budget
Revenue						
Operating						
Interest	7	-	-	-	-	-
Operating Total	7	-	-	-	-	-
Revenue Total	7	-	-	-	-	-
Expenditure						
Operating						
Professional Services	-	-	-	-	-	-
Operating Total	-	-	-	-	-	-
Expenditure Total	-	-	-	-	-	-
Revenues Over/(Under) Expenditures	7	-	-	-	-	-
Beginning Fund Balance	710	717	717	717		717
Ending Fund Balance	717	717	717	717		717

Parks Improvement Fund Income Statement

	FY20 Prior Year Actuals	FY21 Current Budget	FY21 Year-End Estimates	FY22 Base Budget	FY22 Changes	FY22 Annual Budget
Revenue						
Operating						
Interest	242	-	14	-	-	-
Operating Total	242	-	14	-	-	-
Revenue Total	242	-	14	-	-	-
Expenditure						
Operating						
Capital Items/Other	-	24,571	-	-	24,527	24,527
Operating Total	-	24,571	-	-	24,527	24,527
Non-Operating						
Capital Items/Other	-	-	-	-	-	-
Non-Operating Total	-	-	-	-	-	-
Expenditure Total	-	24,571	-	-	24,527	24,527
Revenues Over/(Under) Expenditures	242	(24,571)	14	-	(24,527)	(24,527)
Beginning Fund Balance	24,271	24,513	24,513	24,527		24,527
Ending Fund Balance	24,513	(58)	24,527	24,527		-

Water Impact Fee Fund Income Statement

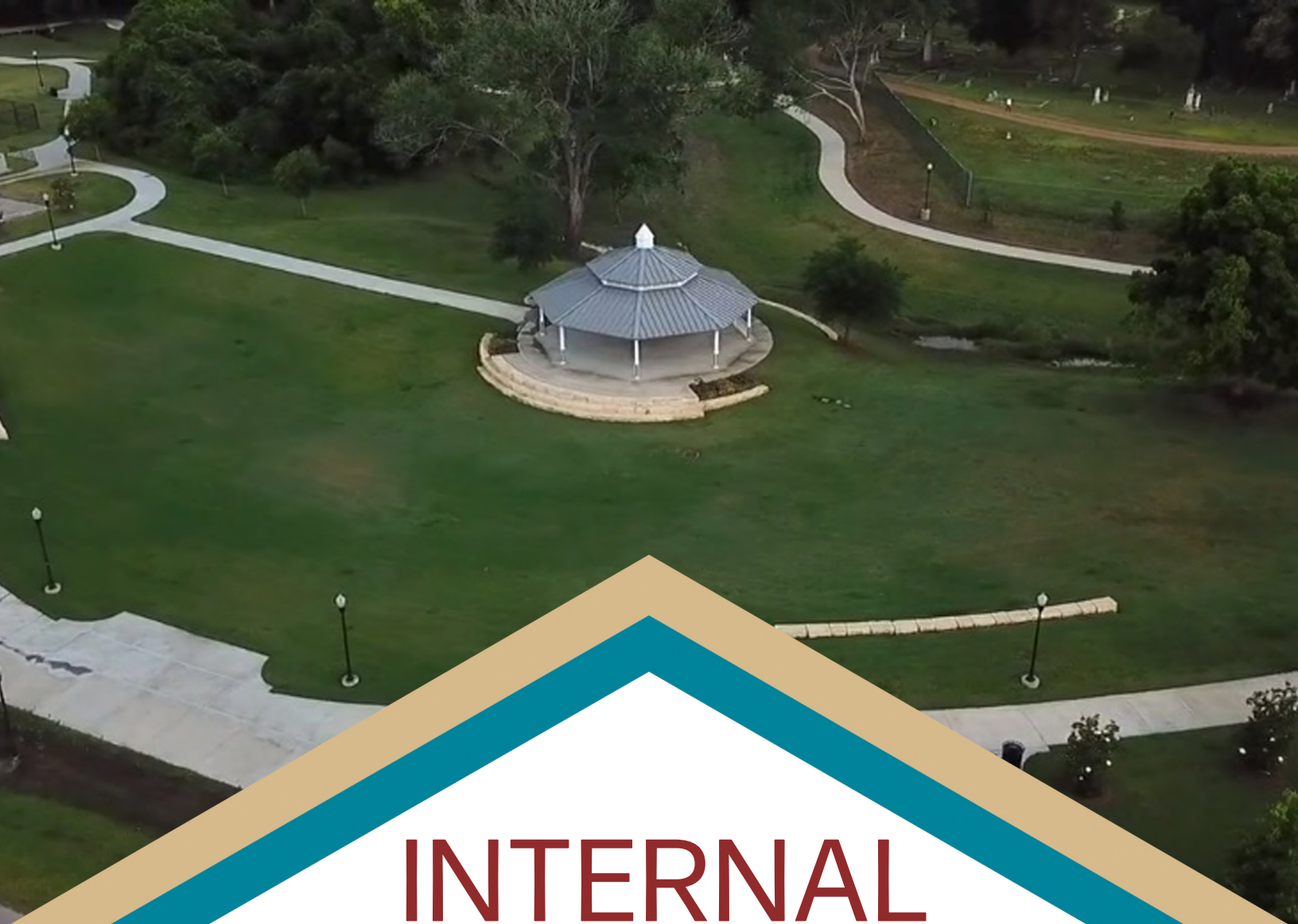
	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	Changes	Annual
	Actuals	Budget	Estimates	Budget		Budget
Revenue						
Operating						
License\Permits\Fees	721,800	50,000	605,000	50,000	-	50,000
Interest	2,359	1,500	750	750	-	750
Operating Total	724,158	51,500	605,750	50,750	-	50,750
Revenue Total	724,158	51,500	605,750	50,750	-	50,750
Expenditure						
Non-Operating						
Transfers Out	-	300,000	300,000	-	-	-
Capital Items/Other	-	-	-	-	-	-
Non-Operating Total	-	300,000	300,000	-	-	-
Expenditure Total	-	300,000	300,000	-	-	-
Revenues Over/(Under) Expenditures	724,158	(248,500)	305,750	50,750	-	50,750
Beginning Fund Balance	251,048	975,206	975,206	1,280,956		1,280,956
Ending Fund Balance	975,206	726,706	1,280,956	1,331,706		1,331,706

Wastewater Impact Fee Fund Income Statement

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	Changes	Annual
	Actuals	Budget	Estimates	Budget	Changes	Budget
Revenue						
Operating						
License\Permits\Fees	1,508,039	100,000	770,136	100,000	-	100,000
Interest	9,989	5,000	500	500	-	500
Operating Total	1,518,028	105,000	770,636	100,500	-	100,500
Revenue Total	1,518,028	105,000	770,636	100,500	-	100,500
Expenditure						
Operating						
Professional Services	4,150	-	-	-	-	-
Capital Items/Other	3,977,879	-	-	-	-	-
Operating Total	3,982,029	-	-	-	-	-
Non-Operating						
Transfers Out	-	653,000	653,000	-	-	-
Capital Items/Other	-	-	-	-	-	-
Non-Operating Total	-	653,000	653,000	-	-	-
Expenditure Total	3,982,029	653,000	653,000	-	-	-
Revenues Over/(Under) Expenditures	(2,464,001)	(548,000)	117,636	100,500	-	100,500
Beginning Fund Balance	3,957,383	1,493,382	1,493,382	1,611,018		1,611,018
Ending Fund Balance	1,493,382	945,382	1,611,018	1,711,518		1,711,518



RICHMOND
EST. **TEXAS** 1837



INTERNAL SERVICE FUNDS



RICHMOND
EST. **TEXAS** 1937

Internal Service Funds

Internal Service Funds are used to account for goods or services provided by one fund to another fund on a cost reimbursement basis. The City of Richmond currently has three internal service funds: Employee Benefits, Fleet Replacement, and High Tech Replacement.

Employee Benefits Fund

On October 19, 2019 the City Commission passed Resolution Number 300-2019, which created the City's first Employee Benefits Trust. The purpose of this trust fund is to leverage section 222.002 (c)(5) of the Texas Insurance Code, which allows an insurance provider to forego the payment of taxes of 1.75% by establishing a municipal employee benefits trust. These tax savings are then passed onto the City, which allows it to operate at a lower cost.

The City utilizes this fund to account for the cost associated with employee health care and dental benefits. The City provides health and dental benefits to full-time employees only. Employees that elect dependent coverage pay premiums through payroll deductions. The Employee Benefits Trust fund is funded on a just-in-time basis, with revenue deposited in an amount equal to the cost of the premiums. As a result, this fund is expected to maintain a zero-fund balance relevant to its current liabilities.

Fiscal Year 2021

The total projected revenues are \$2,440,000, which include contributions from the City, employees, and Cobra participants. Expenditures are projected to be at \$2,443,491. The projected cash equivalents balance at 9/30/21 is \$0.

Fiscal Year 2022

Budgeted revenues are anticipated to be \$2,510,000. Expenditures are anticipated to match revenue at \$2,510,000. The projected cash equivalents balance at 9/30/22 is \$0.

Fleet Replacement Fund

The Fleet Replacement Fund was created to fund the replacement of vehicles (excluding fire apparatus and large equipment) on an ongoing basis. The City recognizes that vehicles that are replaced routinely result in lower overall operating costs, including repair costs and fuel savings. This fund accounts for the total outstanding liability associated with fleet vehicles and amortizes the costs of those vehicles over their useful life. This allows the Fleet Replacement Fund to accumulate the resources necessary for the future purchase of vehicles. This helps eliminate the volatility of capital outlays in individual funds and creates a stabilized expenditure, which in turn allows a stabilization in the tax rate and user fees in funds which contribute.

Each year during the budget process an inventory is compiled of all fleet vehicles. The list is reviewed and rated by Fleet Maintenance. Each vehicle is assigned a vehicle condition rating that reflects its overall working condition. Fleet Maintenance prepares a list of vehicles recommended for replacement based on a set of criteria. Annual contributions are funded through operating transfers from the participating funds based on the purchase price and useful life of each vehicle. Each year, vehicles are added to the inventory list in the fiscal year purchased and begin contributing to the Fleet Replacement Fund the following fiscal year to ensure adequate funds are available when replacement is due. Over the course of the next several

Internal Service Funds

years, each fund will be required to make additional contributions as feasible, until all of the vehicles within those funds have their replacement costs fully amortized.

Fiscal Year 2021

The total projected revenues are \$1,036,877 and expenses are projected to total \$664,877. The projected cash equivalents balance at the end of 9/30/2021 is projected to be \$664,877.

Fiscal Year 2022

Total revenues are budgeted at \$469,000 from recurring annual contributions. Total expenditures are budgeted at \$319,000, for the replacement of 7 vehicles. Also included are funds to place vehicles in operation, such as decal work, and the installation of electronic equipment. The budgeted ending cash equivalents balance at 9/30/22 is anticipated to be \$814,877. The City plans to continue working towards fully funding the fleet replacement fund over the next several years.

High Tech Replacement Fund

The High Tech Replacement Fund was created to fund the replacement of the City's high-tech equipment, which includes computers, servers, and telecommunication equipment. The City recognizes that equipment that is replaced routinely results in lower overall operating costs and repair costs. The High Tech Fund accounts for the total outstanding liability associated with electronic equipment and amortizes the costs of that equipment over its useful life. This allows the fund to accumulate the resources necessary for the future purchase of equipment. This helps eliminate the volatility of capital outlays in individual funds and creates a stabilized expenditure, which in turn allows a stabilization in the tax rate and user fees in funds which contribute.

Each year during the budget process an inventory is compiled of all applicable equipment. The list is reviewed and rated by the IT Department. The existing equipment is analyzed based on variables such as working condition, age, and strategic replacement plans. IT then prepares a list of replacement recommendations based on this set of criteria. Annual contributions are funded through operating transfers from the participating funds based on the purchase price and useful life of each vehicle. Each year, technology equipment is added to the inventory list in the fiscal year purchased and begins contributing to the High Tech Replacement Fund the following fiscal year to ensure adequate funds are available when replacement is due. Over the course of the next several years, each fund will be required to make additional contributions as feasible, until all of equipment within those funds have their replacement costs fully amortized. In addition to annual contributions, the City plans to build supplemental sales tax funds in the High Tech fund over a three year period until FY2025 when it will then be released for use on technology related capital expenditures.

Fiscal Year 2021

There is no activity in Fiscal Year 2021.

Internal Service Funds

Fiscal Year 2022

Total revenues are budgeted at \$999,220, which includes \$55,720 in annual contributions and \$943,500 in supplemental sales tax reserve. Total expenditures are budgeted at \$49,500 in capital item outlays. Budgeted ending cash equivalent funding balance at 9/30/2022 is \$949,720.

Employee Benefits Fund Income Statement

	FY20 Prior Year Actuals	FY21 Current Budget	FY21 Year-End Estimates	FY22 Base Budget	FY22 Changes	FY22 Annual Budget
Revenue						
Operating						
Other	-	2,440,000	2,440,000	2,510,000	-	2,510,000
Operating Total	-	2,440,000	2,440,000	2,510,000	-	2,510,000
Non-Operating						
Transfers In	1,666,095	-	-	-	-	-
Non-Operating Total	1,666,095	-	-	-	-	-
Revenue Total	1,666,095	2,440,000	2,440,000	2,510,000	-	2,510,000
Expenditure						
Operating						
Salaries & Benefits	1,674,808	2,440,000	2,443,491	2,510,000	-	2,510,000
Operating Total	1,674,808	2,440,000	2,443,491	2,510,000	-	2,510,000
Expenditure Total	1,674,808	2,440,000	2,443,491	2,510,000	-	2,510,000
Revenues Over/(Under) Expenditures	(8,713)	-	(3,491)	-	-	-
Beginning Fund Balance	12,204	3,491	3,491	-		-
Ending Fund Balance	3,491	3,491	-	-		-

Fleet Replacement Fund Income Statement

	FY20 Prior Year Actuals	FY21 Current Budget	FY21 Year-End Estimates	FY22 Base Budget	FY22 Changes	FY22 Annual Budget
Revenue						
Operating						
Other	-	86,000	40,877	-	-	-
Operating Total	-	86,000	40,877	-	-	-
Non-Operating						
Transfers In	-	996,000	996,000	469,000	-	469,000
Non-Operating Total	-	996,000	996,000	469,000	-	469,000
Revenue Total	-	1,082,000	1,036,877	469,000	-	469,000
Expenditure						
Operating						
Capital Items/Other	-	372,000	372,000	319,000	-	319,000
Operating Total	-	372,000	372,000	319,000	-	319,000
Expenditure Total	-	372,000	372,000	319,000	-	319,000
Revenues Over/(Under) Expenditures	-	710,000	664,877	150,000	-	150,000
Beginning Fund Balance	-	-	-	664,877		664,877
Ending Fund Balance	-	710,000	664,877	814,877		814,877

High Tech Replacement Fund Income Statement

	FY20 Prior Year Actuals	FY21 Current Budget	FY21 Year-End Estimates	FY22 Base Budget	FY22 Changes	FY22 Annual Budget
Revenue						
Non-Operating						
Transfers In	-	-	-	55,720	943,500	999,220
Non-Operating Total	-	-	-	55,720	943,500	999,220
Revenue Total	-	-	-	55,720	943,500	999,220
Expenditure						
Operating						
Capital Items/Other	-	-	-	49,500	-	49,500
Operating Total	-	-	-	49,500	-	49,500
Non-Operating						
Capital Items/Other	-	-	-	-	-	-
Non-Operating Total	-	-	-	-	-	-
Expenditure Total	-	-	-	49,500	-	49,500
Revenues Over/(Under) Expenditures	-	-	-	6,220	943,500	949,720
Beginning Fund Balance	-	-	-	-	-	-
Ending Fund Balance	-	-	-	6,220	-	949,720



RICHMOND
EST. **TEXAS** 1837



RICHMOND
EST. TEXAS 1837



COMPONENT UNITS

Component Units

The City of Richmond has only one component unit, the Development Corporation Richmond (DCR). The DCR was created by the City under the Texas Development Corporation Act of 1979 for the purpose of promoting, assisting, and enhancing economic and development activities on behalf of the City. The Corporation is a TYPE B development corporation. The Corporation is made of seven voting board members and an executive director. The Board of Directors is appointed by and serves at the discretion of the City Commission. The DCR is financed by sales taxes of a half cent (25% of the City's 2 cent collection), which was approved by the voters. State law allows the City to collect this sales tax to assist in the promotion, enhancement, and development on behalf of the City.

Development Corporation Richmond

Fiscal Year 2021

Total revenues are projected to be \$2,045,100. This includes sales tax for \$2,039,500, interest income of \$600, and other grant related income of \$5,000.

Total expenditures are projected to be \$3,471,046. Economic Development program costs are projected to be \$425,582, Grants and Assignments \$125,000, Historic District \$50,000, Capital Projects \$1,838,420, Transfer out for Cost allocation and Debt Service of \$902,044, and non-departmental of \$130,000.

The projected ending funding at 9/30/21 is \$3,834,200.

Fiscal Year 2022

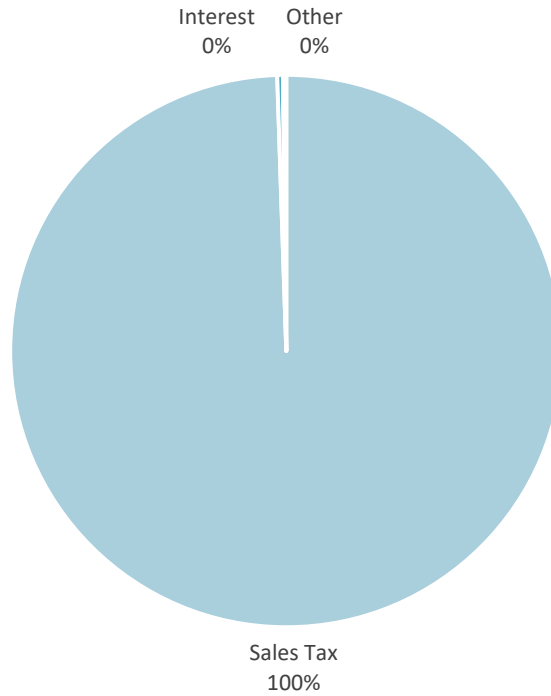
Total revenues are projected to be \$1,707,600. This includes sales tax of \$1,702,000, interest income of \$600, and other grant related income of \$5,000.

Total expenditures are projected to be \$2,434,616. Economic Development program costs are projected to be \$375,582, Grants and Assignments \$125,000, Historic District \$50,000, Capital Projects \$615,000, Transfers out for Cost allocation and Debt Service of \$944,534, and non-departmental of \$324,500.

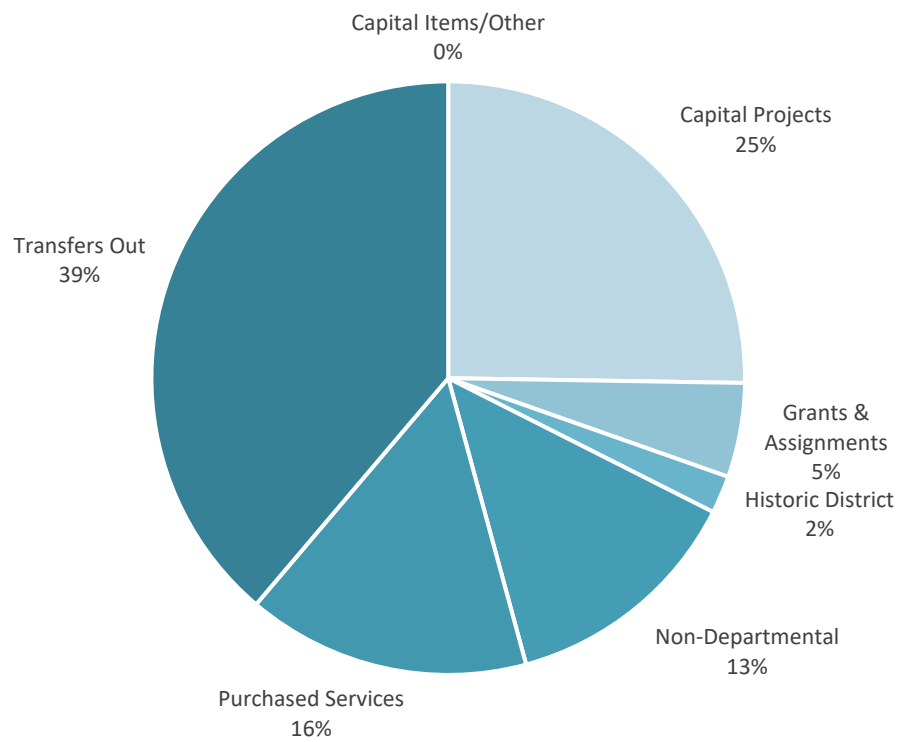
The projected ending funding at 9/30/22 is \$3,107,183.

Component Units

Development Corporation Revenues



Development Corporation Expenditures



Development Corporation Fund Income Statement

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	FY22	FY22
	Actuals	Budget	Estimates	Budget	Changes	Annual
						Budget
Revenue						
Operating						
Sales Tax	1,702,718	1,665,000	2,039,500	1,702,000	-	1,702,000
Interest	27,709	3,000	600	600	-	600
Other	5,000	5,000	5,000	5,000	-	5,000
Operating Total	1,735,427	1,673,000	2,045,100	1,707,600	-	1,707,600
Non-Operating						
Other	-	-	-	-	-	-
Non-Operating Total	-	-	-	-	-	-
Revenue Total	1,735,427	1,673,000	2,045,100	1,707,600	-	1,707,600
Expenditure						
Operating						
Supplies	88	-	-	-	-	-
Purchased Services	362,153	375,582	375,582	375,582	-	375,582
Capital Items/Other	-	50,000	50,000	-	-	-
Operating Total	362,242	425,582	425,582	375,582	-	375,582
Non-Operating						
Transfers Out	842,804	902,044	902,044	944,534	-	944,534
Capital Items/Other	271,773	1,863,420	1,863,420	140,000	500,000	640,000
Non-Departmental	119,484	280,000	280,000	474,500	-	474,500
Non-Operating Total	1,234,060	3,045,464	3,045,464	1,559,034	500,000	2,059,034
Expenditure Total	1,596,302	3,471,046	3,471,046	1,934,616	500,000	2,434,616
Revenues Over/(Under) Expenditures	139,126	(1,798,046)	(1,425,946)	(227,016)	(500,000)	(727,016)
Beginning Fund Balance	5,434,669	5,573,795	5,573,795	4,147,849		4,147,849
Ending Fund Balance	5,573,795	3,775,749	4,147,849	3,920,833		3,420,833
Accrued Taxes	(313,649)	(313,649)	(313,649)	(313,649)		(313,649)
Net Available Fund Balance	5,260,146	3,462,100	3,834,200	3,607,183		3,107,183

Development Corporation Schedule of Revenues

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year Actuals	Current Budget	Year-End Estimates	Base Budget	Changes	Annual Budget
Sales Tax	1,702,718	1,665,000	2,039,500	1,702,000	-	1,702,000
Interest	27,709	3,000	600	600	-	600
Other	5,000	5,000	5,000	5,000	-	5,000
Total Revenue	1,735,427	1,673,000	2,045,100	1,707,600	-	1,707,600

Development Corporation Expenditures

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year	Current	Year-End	Base	Changes	Annual
	Actuals	Budget	Estimates	Budget	Changes	Budget
Operating						
Supplies						
Office Supplies	88	-	-	-	-	-
Supplies Total	88	-	-	-	-	-
Purchased Services						
Advertising	105,803	145,479	145,479	145,479	-	145,479
Contract Services	230,893	176,508	176,508	176,508	-	176,508
Miscellaneous	2,013	22,540	22,540	22,540	-	22,540
Periodicals And Memberships	19,085	18,000	18,000	18,000	-	18,000
Travel & Training	4,359	13,055	13,055	13,055	-	13,055
Purchased Services Total	362,153	375,582	375,582	375,582	-	375,582
Capital Items/Other						
Capital Outlay	-	50,000	50,000	-	-	-
Capital Items/Other Total	-	50,000	50,000	-	-	-
Operating Total	362,242	425,582	425,582	375,582	-	375,582
Non-Operating						
Grants & Assignments						
Signage Grant Project	-	25,000	25,000	25,000	-	25,000
TSTC Commitment	100,000	100,000	100,000	100,000	-	100,000
Grants & Assignments Total	100,000	125,000	125,000	125,000	-	125,000
Historic District						
Richmond Historic District	19,484	50,000	50,000	50,000	-	50,000
Historic District Total	19,484	50,000	50,000	50,000	-	50,000
Capital Projects						
2Nd St Farmers Market Pavilion	2,500	-	-	-	-	-
Bridge Lighting Project	31,037	-	-	-	-	-
Downtown Improvement Grant	25,000	40,000	40,000	40,000	-	40,000
Myrtle Street Project	100,763	351,420	351,420	-	-	-
N. 10TH ST ROW Acquisition	-	300,000	300,000	-	-	-
Public Transportation	75,000	75,000	75,000	75,000	-	75,000
Reserve for Opportunities	-	-	-	-	500,000	500,000
Wayside Horns Phase II	37,472	1,072,000	1,072,000	-	-	-
Capital Projects Total	271,773	1,838,420	1,838,420	115,000	500,000	615,000
Transfers Out						
Cost Allocation Overhead	585,416	648,056	648,056	689,384	-	689,384
Transfer To Other Funds	257,388	253,988	253,988	255,150	-	255,150
Transfers Out Total	842,804	902,044	902,044	944,534	-	944,534
Non-Departmental						
Agency Fees	-	-	-	-	-	-
Bank Fees	-	-	-	5,000	-	5,000
Sales Tax Incentive Agreements	-	130,000	130,000	5,000	-	5,000
Sales Tax Reserves	-	-	-	314,500	-	314,500
Non-Departmental Total	-	130,000	130,000	324,500	-	324,500
Non-Operating Total	1,234,060	3,045,464	3,045,464	1,559,034	500,000	2,059,034
Total Expenditures	1,596,302	3,471,046	3,471,046	1,934,616	500,000	2,434,616



FIVE YEAR FORCAST

Forecast Summary & Assumptions

The City provides a long-range forecast for the General Fund and Utility Fund, which are the major operating funds. This forecast is based on the best data available at the time, which finance believes are reasonable based on the circumstances. The forecast provides a future outlook based on a fiscally constrained plan that would fund the operations of the City. For planning purposes, elected officials can use the forecast to understand the financial implications of decisions.

It's important to understand that assumptions drive the forecast and that it is subject to change as variables materialize. A change in one or more of these assumptions can significantly alter the outcome of the forecast, which could have a tremendous impact on the City's operations.

The financial forecast is updated annually as part of the budget process to ensure that the City can continue to meet challenges, fulfill obligations, and assess long-range implications of approved operating, capital budgets and policies.

General Fund

Revenues

General Fund revenues are primarily driven by development related activities. It's anticipated that part of the new development for Mandola and Veranda in-city will be included in the certified property tax roll in calendar year 2022. It is important to note that property tax revaluation is capped. The cap on revaluation in property taxes is the lesser of 3.5% or \$500,000, from the de minimis tax rate standpoint (for Cities with a population under 30,000).

Expenditures

General Fund operating expenditures are anticipated to grow an average of 3% over the forecast period, are primarily driven by growth in Salaries and Benefits. Non-operating expenditures are anticipated to remain flat over the forecast horizon.

Utility Fund

Revenues

Like the General Fund, Utility Fund revenues are also driven by development related activities. Growth within the Utilities fund is anticipated at an average of 7% over the forecast horizon. These revenues are driven by growth in Charges for Services as well as Fee related activity. This forecast is consistent with the assumptions used in the utilities master plan.

Expenditures

Utility Fund operating expenditures are anticipated to grow an average of 3% over the forecast period and are primarily driven by growth in Salaries and Benefits. Non-operating expenditures are anticipated to increase an average of 2% over the forecast horizon, primarily as a result of growth in overhead costs and capital items.

General Fund Long Range Forecast

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year		Year-End	Base		
	Actuals	Current Budget	Estimates	Budget	Changes	Annual Budget
Revenue						
Operating						
Property Tax	3,030,527	3,038,632	3,009,632	3,157,967	-	3,157,967
Sales Tax	5,667,702	5,400,000	6,790,500	5,798,000	-	5,798,000
Other Taxes	780,323	862,700	762,700	792,074		792,074
Charges for Service	4,542,040	2,881,000	2,863,192	3,173,007		3,173,007
Fines & Forfeitures	271,746	370,000	185,000	187,250		187,250
License\Permits\Fees	690,928	666,000	943,000	946,000		946,000
Other	51,144	64,000	37,000	64,000		64,000
Interest	52,384	50,000	5,000	10,000		10,000
Intergovernmental		551,463	551,463		3,133	3,133
Operating Total	15,086,794	13,883,795	15,147,487	14,128,298	3,133	14,131,431
Non-Operating						
Transfers In	3,476,691	3,439,311	3,439,311	3,713,030		3,713,030
Other		100,000	100,000	100,000		100,000
Non-Operating Total	3,476,691	3,539,311	3,539,311	3,813,030	-	3,813,030
Revenue Total	18,563,485	17,423,106	18,686,798	17,941,328	3,133	17,944,461
Expenditure						
Operating						
Salaries & Benefits	11,329,853	12,690,957	12,015,957	13,484,273	(500,000)	12,984,273
Supplies	1,208,680	1,833,992	1,833,992	1,116,613	-	1,116,613
Repairs & Maintenance	337,783	457,481	532,481	327,130	-	327,130
Purchased Services	2,592,516	1,176,119	1,176,119	1,293,951	6,265	1,300,216
Professional Services	218,608	210,093	210,093	210,093		210,093
Capital Items/Other	145,904	21,683	21,683		35,000	35,000
Operating Total	15,833,344	16,390,325	15,790,325	16,432,060	(458,735)	15,973,325
Non-Operating						
Non-Departmental	758,124	1,112,170	1,181,770	1,065,096	1,110,000	2,175,096
Transfers Out	511,021	1,161,784	1,161,784	394,500	943,500	1,338,000
Non-Operating Total	1,269,145	2,273,954	2,343,554	1,459,596	2,053,500	3,513,096
Expenditure Total	17,102,489	18,664,279	18,133,879	17,891,656	1,594,765	19,486,421
Net Income	1,460,996	(1,241,173)	552,919	49,672	(1,591,632)	(1,541,960)
Beginning Fund Balance	5,688,027	7,149,023	7,149,023	7,701,942		7,701,942
Ending Fund Balance	7,149,023	5,907,850	7,701,942	7,751,614	(1,591,632)	6,159,982
Accrued Taxes	(1,354,942)	(1,354,942)	(1,354,942)	(1,354,942)		(1,354,942)
Net Available Fund Balance	5,794,081	4,552,908	6,347,000	6,396,672		4,805,040
Fund Bal as % of Exp	33.9%	24.4%	35.0%	35.8%		24.7%
Fund Bal in Days	124	89	128	130		90

General Fund Long Range Forecast

	FY23	FY24	FY25	FY26	FY27
	Forecast	Forecast	Forecast	Forecast	Forecast
Revenue					
Operating					
Property Tax	3,764,274	3,898,724	3,966,366	3,904,954	4,128,472
Sales Tax	5,960,000	6,285,000	7,233,000	7,472,000	7,696,000
Other Taxes	792,074	792,074	792,074	792,074	792,074
Charges for Service	3,173,007	3,173,007	3,173,007	3,173,007	3,173,007
Fines & Forfeitures	187,250	187,250	187,250	187,250	187,250
License\Permits\Fees	785,180	785,180	235,554	235,554	235,554
Other	64,000	64,000	64,000	64,000	64,000
Interest	10,000	10,000	10,000	10,000	10,000
Intergovernmental	3,133	3,133	3,133	3,133	3,133
Operating Total	14,738,918	15,198,368	15,664,384	15,841,972	16,289,490
Non-Operating					
Transfers In	3,824,421	3,939,154	4,057,328	4,179,048	4,304,419
Other	100,000	100,000	100,000	100,000	100,000
Non-Operating Total	3,924,421	4,039,154	4,157,328	4,279,048	4,404,419
Revenue Total	18,663,339	19,237,522	19,821,712	20,121,020	20,693,909
Expenditure					
Operating					
Salaries & Benefits	13,373,802	13,775,016	14,188,266	14,613,914	15,052,332
Supplies	1,122,196	1,127,807	1,133,446	1,139,113	1,144,809
Repairs & Maintenance	328,766	330,410	332,062	333,722	335,391
Purchased Services	1,306,717	1,313,250	1,319,817	1,326,416	1,333,048
Professional Services	211,143	212,199	213,260	214,326	215,398
Capital Items/Other	36,050	37,132	38,245	39,393	40,575
Operating Total	16,378,673	16,795,813	17,225,096	17,666,884	18,121,551
Non-Operating					
Non-Departmental	1,065,096	1,065,096	1,065,096	1,065,096	1,065,096
Transfers Out	1,338,000	1,338,000	1,338,000	1,338,000	1,338,000
Non-Operating Total	2,403,096	2,403,096	2,403,096	2,403,096	2,403,096
Expenditure Total	18,781,770	19,198,909	19,628,192	20,069,980	20,524,647
Net Income	(118,431)	38,612	193,520	51,040	169,262
Beginning Fund Balance	6,159,982	6,041,551	6,080,164	6,273,684	6,324,724
Ending Fund Balance	6,041,551	6,080,164	6,273,684	6,324,724	6,493,986
Accrued Taxes	(1,354,942)	(1,354,942)	(1,354,942)	(1,354,942)	(1,354,942)
Net Available Fund Balance	4,686,609	4,725,221	4,918,742	4,969,782	5,139,044
Fund Bal as % of Exp	25.0%	24.6%	25.1%	24.8%	25.0%
Fund Bal in Days	91	90	91	90	91

Utility Fund Long Range Forecast

	FY20	FY21	FY21	FY22	FY22	FY22
	Prior Year		Year-End	Base		
	Actuals	Current Budget	Estimates	Budget	Changes	Annual Budget
Revenue						
Operating						
Other	164,081	100,000	100,000	80,000		80,000
Charges for Service	7,931,685	8,217,390	8,217,390	8,907,481		8,907,481
License\Permits\Fees	267,693	360,400	360,400	300,000		300,000
Interest	14,963	5,000	5,000	5,000		5,000
Operating Total	8,378,421	8,682,790	8,682,790	9,292,481		9,292,481
Non-Operating						
Other		100,000	100,000	100,000		100,000
Non-Operating Total		100,000	100,000	100,000		100,000
Revenue Total	8,378,421	8,782,790	8,782,790	9,392,481		9,392,481
Expenditure						
Operating						
Salaries & Benefits	2,294,783	2,591,719	2,473,969	2,742,472		2,742,472
Supplies	852,343	1,021,673	1,021,673	1,061,702	-	1,061,702
Repairs & Maintenance	279,915	451,631	451,631	449,600	-	449,600
Purchased Services	670,036	749,052	749,052	760,672		760,672
Professional Services	54,800	70,550	70,550	20,980		20,980
Capital Items/Other	-					
Operating Total	4,151,877	4,884,625	4,766,875	5,035,426	-	5,035,426
Non-Operating						
Transfers Out	3,494,968	3,532,097	3,532,097	3,242,201	-	3,242,201
Non-Departmental	115,784	582,391	382,391	703,565	280,000	983,565
Non-Operating Total	3,610,752	4,114,488	3,914,488	3,945,766	280,000	4,225,766
Expenditure Total	7,762,629	8,999,113	8,681,363	8,981,192	280,000	9,261,192
Net Income	615,792	(216,323)	101,427	411,289	(280,000)	131,289
Beginning Fund Balance	1,464,022	2,079,814	2,079,814	2,181,241		2,181,241
Ending Fund Balance	2,079,814	1,863,491	2,181,241	2,592,530		2,312,530
Fund Bal as % of Exp	26.8%	20.7%	25.1%	28.9%		25.0%
Fund Bal in Days	98	76	92	105		91

Utility Fund Long Range Forecast

	FY23	FY24	FY25	FY26	FY27
	Forecast	Forecast	Forecast	Forecast	Forecast
Revenue					
Operating					
Other	85,600	91,592	98,003	104,864	112,204
Charges for Service	9,352,855	9,820,498	10,311,523	10,827,099	11,368,454
License\Permits\Fees	309,000	318,270	327,818	337,653	347,782
Interest	5,150	5,305	5,464	5,628	5,796
Operating Total	9,752,605	10,235,664	10,742,808	11,275,243	11,834,236
Non-Operating					
Other	100,000	100,000	100,000	100,000	100,000
Non-Operating Total	100,000	100,000	100,000	100,000	100,000
Revenue Total	9,852,605	10,335,664	10,842,808	11,375,243	11,934,236
Expenditure					
Operating					
Salaries & Benefits	2,852,171	2,966,257	3,084,908	3,208,304	3,336,636
Supplies	1,072,319	1,083,043	1,093,873	1,104,812	1,115,860
Repairs & Maintenance	454,096	458,637	463,224	467,856	472,535
Purchased Services	768,279	775,961	783,721	791,558	799,474
Professional Services	21,190	21,402	21,616	21,832	22,050
Capital Items/Other	-	-	-	-	-
Operating Total	5,168,055	5,305,300	5,447,341	5,594,362	5,746,555
Non-Operating					
Transfers Out	3,339,467	3,439,651	3,542,841	3,649,126	3,758,600
Non-Departmental	983,565	983,565	983,565	983,565	983,565
Non-Operating Total	4,323,032	4,423,216	4,526,406	4,632,691	4,742,165
Expenditure Total	9,491,087	9,728,516	9,973,747	10,227,053	10,488,719
Net Income	361,518	607,148	869,061	1,148,190	1,445,517
Beginning Fund Balance	2,312,530	2,674,048	3,281,196	4,150,257	5,298,447
Ending Fund Balance	2,674,048	3,281,196	4,150,257	5,298,447	6,743,964
Fund Bal as % of Exp	28.2%	33.7%	41.6%	51.8%	64.3%
Fund Bal in Days	103	123	152	189	235

CAPITAL PROJECTS



RICHMOND

EST. **TEXAS** 1837

Capital Projects

Capital Project Funds account for the acquisition or construction of major capital activities. Funding is provided by debt issuance, cash funding from operating funds, grants and donations.

Capital Improvement Process

The five-year Capital Improvement Program (CIP) for FY22-FY26 totals \$53.6 million. Cost estimates for years two through five of the five-year CIP are for planning purposes only and are used in conjunction with the long-range financial plan of the City to determine potential project funding sources or to adjust project timing based on affordability. Estimates are based on the best information available, and ultimate project budgets may vary from estimates.

Fiscal Year 2022

FY22 capital projects total \$12.97 million. Utilities projects make up the majority of the distribution at 68%. Streets projects are at 30%, Municipal projects are at 2%.

Municipal projects total \$200,000 and include funding for Enterprise Resource Planning (ERP) upgrades.

Streets projects total \$3.87 million and includes funding for design of future street reconstruction projects.

Surface Water projects total \$1.89 million and includes \$1.79 million for a new groundwater well and \$100,000 for membrane replacement.

Wastewater projects total \$2.66 million and includes \$2.14 million for plant GRP reuse expansion, \$450,000 for regional wastewater rehab, and \$75,000 for a Mandola commercial wastewater line.

Water projects total \$4.35 million and includes \$143,000 for motor control rehab, \$57,000 for well rehab, \$60,000 for ground storage tank rehab, \$330,000 for Winston water well rehabilitation, \$2.86 million for Surface Water transmission line, and \$903,306 for water line rehab.

FY2022-2026 Capital Improvement Program

Capital Improvements are expenditures for the construction, purchase, or renovation of City facilities, property, or infrastructure. A Capital Improvement Program is a short-range plan, usually four to ten years, which identifies capital projects, equipment purchases, provides a planning schedule and identifies options for financing the plan.

The City's Capital Improvement Program is presented by providing:

- (1) Capital Improvement Program Summary
- (2) Capital Improvement Program Summary - categorized by source of funds
- (3) Project Listing - categorized by funding source
- (4) Individual (CIP) Project Detail worksheets for each project

(1) Capital Improvement Program Summary

Project Type	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 Total
Municipal	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Streets	3,865,914	3,859,000	-	-	-	7,724,914
Surface Water	1,885,000	100,000	100,000	100,000	100,000	2,285,000
Wastewater	2,665,000	5,185,632	10,329,000	13,639,000	-	31,818,632
Water	4,351,306	1,327,694	300,000	5,592,000	-	11,571,000
Total	\$ 12,967,220	\$ 10,472,326	\$ 10,729,000	\$ 19,331,000	\$ 100,000	\$ 53,599,546

Source of Funds	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 Total
General Revenue	\$ 125,000	\$ 1,929,500	\$ -	\$ -	\$ -	\$ 2,054,500
CO'S	6,093,000	45,000	275,000	-	-	6,413,000
Revenue Bonds	-	-	-	-	-	-
Enterprise System Revenues	1,140,000	100,000	100,000	100,000	100,000	1,540,000
Other Funding Sources	5,609,220	8,397,826	10,354,000	19,231,000	-	43,592,046
Total	\$ 12,967,220	\$ 10,472,326	\$ 10,729,000	\$ 19,331,000	\$ 100,000	\$ 53,599,546

(2) FY2022-2026 Capital Improvement Program
 Summary by Source of Funds

Certificates of Obligation

Project Type	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 Total
Surface Water	\$ 895,000	\$ -	\$ -	\$ -	\$ -	\$ 895,000
Water	200,000	45,000	275,000	-	-	520,000
Wastewater	4,998,000	-	-	-	-	4,998,000
CO'S	\$ 6,093,000	\$ 45,000	\$ 275,000	\$ -	\$ -	\$ 6,413,000

Enterprise System Revenues

Project Type	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 Total
Municipal	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
Surface Water	990,000	100,000	100,000	100,000	100,000	1,390,000
Enterprise System Revenues	\$ 1,140,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,540,000

General Revenue

Project Type	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 Total
Municipal	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000
Streets	-	1,929,500	-	-	-	1,929,500
General Revenue	\$ 125,000	\$ 1,929,500	\$ -	\$ -	\$ -	\$ 2,054,500

Other Funding Sources

Project Type	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 Total
Streets	\$ 3,865,914	\$ 1,929,500	\$ -	\$ -	\$ -	\$ 5,795,414
Surface Water	-	-	-	-	-	-
Water	1,293,306	1,282,694	25,000	-	-	2,601,000
Wastewater	450,000	5,185,632	10,329,000	19,231,000	-	35,195,632
Other Funding Sources	\$ 5,609,220	\$ 8,397,826	\$ 10,354,000	\$ 19,231,000	\$ -	\$ 43,592,046

(3) FY2022-2026 Capital Improvement Program
Project Listing By Funding Source

General Revenue

Project#	Project Name	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 Total
MU2201	ERP Update	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000
ST2301	Clay Street Drainage Improvements (Phase II)	-	1,929,500	-	-	-	1,929,500
	General Revenue	\$ 125,000	\$ 1,929,500	\$ -	\$ -	\$ -	\$ 2,054,500

Certificates of Obligation

Project#	Project Name	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 Total
SW2201	New Groundwater Well at the Surface Water Treatment Plant	\$ 895,000	\$ -	\$ -	\$ -	\$ -	\$ 895,000
WW2201	Waste Water Treatment Plant GRP Reuse Expansion	2,140,000	-	-	-	-	2,140,000
WA2201	Motor Control Rehabilitation	143,000	-	-	-	-	143,000
WA2202	Well Rehabilitation at Edgar Water Well	57,000	-	-	-	-	57,000
WA2204	Ground Storage Tank Rehabilitation	-	45,000	275,000	-	-	320,000
WA2206	Surface Water Transmission line	2,858,000	-	-	-	-	2,858,000
	CO'S	\$ 6,093,000	\$ 45,000	\$ 275,000	\$ -	\$ -	\$ 6,413,000

Enterprise System Revenues

Project#	Project Name	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 Total
MU2201	ERP Update	\$ 75,000	\$ -	\$ -	\$ -	\$ -	\$ 75,000
SW2201	New Groundwater Well at the Surface Water Treatment Plant	890,000	-	-	-	-	890,000
SW2202	Surface Water Treatment Plant Membrane Replacement	100,000	100,000	100,000	100,000	100,000	500,000
WW2203	Mandola Commerical Sewer Line	75,000	-	-	-	-	75,000
	Enterprise System Revenues	\$ 1,140,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,540,000

Other Funding Sources

Project#	Project Name	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 Total
ST2102	Clay Street Drainage Improvements (Phase I)	\$ 3,565,914	\$ -	\$ -	\$ -	\$ -	\$ 3,565,914
ST2201	Street Rehabilitation	300,000	-	-	-	-	300,000
ST2301	Clay Street Drainage Improvements (Phase II)	-	1,929,500	-	-	-	1,929,500
WW2202	Regional Wastewater Rehab	450,000	4,054,000	10,329,000	13,639,000	-	28,472,000
WW2203	Mandola Commerical Sewer Line	-	525,000	-	-	-	525,000
WA2206	Surface Water Transmission line	-	-	-	5,592,000	-	5,592,000
WW2301	Wastewater Rehab	-	606,632	-	-	-	606,632
WA2202	Well Rehabilitation at Edgar Water Well	-	331,000	-	-	-	331,000
WA2203	Water Line Rehabilitation	903,306	346,694	-	-	-	1,250,000
WA2204	Ground Storage Tank Rehabilitation	60,000	-	25,000	-	-	85,000
WA2205	Well Rehabilitation Winston Water Well	330,000	-	-	-	-	330,000
WA2301	Water Rehab	-	605,000	-	-	-	605,000
	Other Funding Sources	\$ 5,609,220	\$ 8,397,826	\$ 10,354,000	\$ 19,231,000	\$ -	\$ 43,592,046

**CITY OF RICHMOND
2022 - 2026 CAPITAL IMPROVEMENT PROGRAM
MUNICIPAL**

PROJECT NAME	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 TOTAL
ERP Update	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
TOTAL	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000

SOURCE OF FUNDS	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 TOTAL
General Revenue	\$ 125,000	\$ -	\$ -	\$ -	\$ -	\$ 125,000
CO'S	-	-	-	-	-	-
Revenue Bonds	-	-	-	-	-	-
Enterprise System Revenues	75,000	-	-	-	-	75,000
Other Funding Sources	-	-	-	-	-	-
TOTAL	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000

**CITY OF RICHMOND
2022 - 2026 CAPITAL IMPROVEMENT PROGRAM
STREETS**

PROJECT NAME	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 TOTAL
Clay Street Drainage Improvements (Phase I)	\$ 3,565,914	\$ -	\$ -	\$ -	\$ -	\$ 3,565,914
Street Rehabilitation	300,000	-	-	-	-	300,000
Clay Street Drainage Improvements (Phase II)	-	3,859,000	-	-	-	3,859,000
TOTAL	\$ 3,865,914	\$ 3,859,000	\$ -	\$ -	\$ -	\$ 7,724,914

SOURCE OF FUNDS	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 TOTAL
General Revenue	\$ -	\$ 1,929,500	\$ -	\$ -	\$ -	\$ 1,929,500
CO'S	-	-	-	-	-	-
Revenue Bonds	-	-	-	-	-	-
Enterprise System Revenues	-	-	-	-	-	-
Other Funding Sources	3,865,914	1,929,500	-	-	-	5,795,414
TOTAL	\$ 3,865,914	\$ 3,859,000	\$ -	\$ -	\$ -	\$ 7,724,914

**CITY OF RICHMOND
2022 - 2026 CAPITAL IMPROVEMENT PROGRAM
SURFACE WATER**

PROJECT NAME	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 TOTAL
New Groundwater Well at the Surface Water Treatment Plant	\$ 1,785,000	\$ -	\$ -	\$ -	\$ -	\$ 1,785,000
Surface Water Treatment Plant Membrane Replacement	100,000	100,000	100,000	100,000	100,000	500,000
TOTAL	\$ 1,885,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 2,285,000

SOURCE OF FUNDS	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 TOTAL
General Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO'S	895,000	-	-	-	-	895,000
Revenue Bonds	-	-	-	-	-	-
Enterprise System Revenues	990,000	100,000	100,000	100,000	100,000	1,390,000
Other Funding Sources	-	-	-	-	-	-
TOTAL	\$ 1,885,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 2,285,000

**CITY OF RICHMOND
2022 - 2026 CAPITAL IMPROVEMENT PROGRAM
WASTEWATER**

PROJECT NAME	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 TOTAL
Waste Water Treatment Plant GRP Reuse Expansion	\$ 2,140,000	\$ -	\$ -	\$ -	\$ -	\$ 2,140,000
Regional Wastewater Rehab	450,000	4,054,000	10,329,000	13,639,000	-	28,472,000
Mandola Commerical Sewer Line	75,000	525,000	-	-	-	600,000
Wastewater Rehab	-	606,632	-	-	-	606,632
TOTAL	\$ 2,665,000	\$ 5,185,632	\$ 10,329,000	\$ 13,639,000	\$ -	\$ 31,818,632

SOURCE OF FUNDS	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 TOTAL
General Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO'S	2,140,000	-	-	-	-	2,140,000
Revenue Bonds	-	-	-	-	-	-
Enterprise System Revenues	75,000	-	-	-	-	75,000
Other Funding Sources	450,000	5,185,632	10,329,000	19,231,000	-	35,195,632
TOTAL	\$ 2,665,000	\$ 5,185,632	\$ 10,329,000	\$ 19,231,000	\$ -	\$ 37,410,632

**CITY OF RICHMOND
2022 - 2026 CAPITAL IMPROVEMENT PROGRAM
WATER**

PROJECT NAME	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 TOTAL
Motor Control Rehabilitation	\$ 143,000	\$ -	\$ -	\$ -	\$ -	\$ 143,000
Well Rehabilitation at Edgar Water Well	57,000	331,000	-	-	-	388,000
Water Line Rehabilitation	903,306	346,694	-	-	-	1,250,000
Ground Storage Tank Rehabilitation	60,000	45,000	300,000	-	-	405,000
Well Rehabilitation Winston Water Well	330,000	-	-	-	-	330,000
Surface Water Transmission line	2,858,000	-	-	5,592,000	-	8,450,000
Water Rehab	-	605,000	-	-	-	605,000
TOTAL	\$ 4,351,306	\$ 1,327,694	\$ 300,000	\$ 5,592,000	\$ -	\$ 11,571,000

SOURCE OF FUNDS	2022 Budget	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate	2022-2026 TOTAL
General Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
CO'S	3,058,000	45,000	275,000	-	-	3,378,000
Revenue Bonds	-	-	-	-	-	-
Enterprise System Revenues	-	-	-	-	-	-
Other Funding Sources	1,293,306	1,282,694	25,000	-	-	2,601,000
TOTAL	\$ 4,351,306	\$ 1,327,694	\$ 300,000	\$ -	\$ -	\$ 5,979,000

CITY OF RICHMOND 2022-2026 CAPITAL IMPROVEMENT PROGRAM GENERAL GOVERNMENT								Ranking	
PROJECT NO.	PROJECT TITLE								
MU2201	ERP Update								
DESCRIPTION Updating the Tyler Incode ERP system.				IMPACT ON OPERATING BUDGET					
				Expenditures	2022	2023	2024	2025	2026
JUSTIFICATION Updating the ERP system will allow city administration to provide a higher level of service through increased accounting efficiency, reporting, and tracking of City services.				Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
				Operations & Maintenance	-	-	-	-	-
				Capital	-	-	-	-	
				TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
PROJECT COSTS	Project Budget To Date	FISCAL YEAR PLAN					Project Total		
		BUDGET		ESTIMATED					
		2022	2023	2024	2025	2026			
Analysis/Study/Assessment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Preliminary Engineering Design	-	-	-	-	-	-	-		
Design	-	-	-	-	-	-	-		
Construction	-	200,000	-	-	-	-	200,000		
Land/ROW	-	-	-	-	-	-	-		
Furniture, Fixtures & Equipment	-	-	-	-	-	-	-		
Contingency	-	-	-	-	-	-	-		
TOTAL COSTS	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000		
SOURCE OF FUNDS	Project Budget To Date	FISCAL YEAR PLAN					Project Total		
		BUDGET		ESTIMATED					
		2022	2023	2024	2025	2026			
General Revenue	\$ -	\$ 125,000	\$ -	\$ -	\$ -	\$ -	125,000		
CO's	-	-	-	-	-	-	-		
Revenue Bonds	-	-	-	-	-	-	-		
Enterprise System Revenues	-	75,000	-	-	-	-	75,000		
Other Funding Sources	-	-	-	-	-	-	-		
TOTAL SOURCE	\$ -	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000		
PROJECT SCHEDULE	START (MTH, YEAR)	FINISH (MTH, YEAR)	OTHER:						
Analysis/Study/Assessment			Fund Balance						
Preliminary Engineering Design									
Design									
Construction									
Land/ROW									
Furniture, Fixtures & Equipment	Oct-21	Sep-22							
TOTAL PROJECT									
							City Goal: Operational Infrastructure		
							Reference:		
							Project Manager: Justin Alderete		
							Estimator:		

CITY OF RICHMOND 2022-2026 CAPITAL IMPROVEMENT PROGRAM STREET DEPARTMENT								Ranking	
PROJECT NO.	PROJECT TITLE								
ST2102	Clay Street Drainage Improvements (Phase I)								
DESCRIPTION This project will improve the drainage down Clay Street from the Heights area thus reducing the likelihood of flooding in affected neighborhood. Project includes drainage improvements, concrete street from Collins to Second, and walking trail from Collins to Second Street (phase III) sidewalk.				IMPACT ON OPERATING BUDGET					
				Expenditures	2022	2023	2024	2025	2026
JUSTIFICATION Improve Drainage on the North side of Richmond in areas that were recently flooded. Total lifetime project cost is \$6,650,300. It is expected that \$2,200,000 will be funded by Henderson Wessendorf Foundation grant in FY22. The remainder project costs will be funded with approximately \$3,470,000 in County Mobility Bonds and \$1,365,914 in City cash funding.				Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
				Operations & Maintenance					-
				Capital	-	-	-	-	
				TOTAL	\$ -	\$ -	\$ -	\$ -	
PROJECT COSTS	Project Budget To Date	FISCAL YEAR PLAN					Project Total		
		BUDGET		ESTIMATED					
		2022	2023	2024	2025	2026			
Analysis/Study/Assessment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Preliminary Engineering Design		-	-	-	-	-	-		
Design	300,000	-	-	-	-	-	300,000		
Construction		3,565,914	-	-	-	-	3,565,914		
Land/ROW							-		
Furniture, Fixtures & Equipment			-	-	-	-	-		
Contingency		-			-	-	-		
TOTAL COSTS	\$ 300,000	\$ 3,565,914	\$ -	\$ -	\$ -	\$ -	\$ 3,865,914		
SOURCE OF FUNDS	Project Budget To Date	FISCAL YEAR PLAN					Project Total		
		BUDGET		ESTIMATED					
		2022	2023	2024	2025	2026			
General Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-		
CO's	-	-	-	-	-	-	-		
Revenue Bonds	-	-	-	-	-	-	-		
Enterprise System Revenues	-	-	-	-	-	-	-		
Other Funding Sources	300,000	3,565,914	-	-	-	-	3,865,914		
TOTAL SOURCE	\$ 300,000	\$ 3,565,914	\$ -	\$ -	\$ -	\$ -	\$ 3,865,914		
PROJECT SCHEDULE	START (MTH, YEAR)	FINISH (MTH, YEAR)		OTHER:					
Analysis/Study/Assessment				\$2.47 M Clay St County Mobility Bonds \$2.20 M Henderson Wessendorf Grant \$1.00 M Lamar Dr Mobility Collapse \$1,365,914 Reallocation of available Cash CIP County Funded: \$3,470,000 City Funded: \$3,565,914					
Preliminary Engineering Design									
Design	Oct-21								
Construction		Sep-22							
Land/ROW									
Furniture, Fixtures & Equipment									
TOTAL PROJECT									
							City Goal: Quality Infrastructure		
							Reference:		
							Project Manager: Howard Christian		
							Estimator:		

CITY OF RICHMOND 2022-2026 CAPITAL IMPROVEMENT PROGRAM STREET DEPARTMENT								Ranking		
PROJECT NO.	PROJECT TITLE									
ST2201	Street Rehabilitation									
DESCRIPTION This project will result in the reconstruction of streets, curbs, gutters, and sidewalks to include drainage improvements for storm sewers.					IMPACT ON OPERATING BUDGET					
					Expenditures	2022	2023	2024	2025	2026
JUSTIFICATION This funding supports the City's street assessment program and recommendations.					Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
					Operations & Maintenance					-
					Capital	-	-	-	-	-
					TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
PROJECT COSTS	Project Budget To Date	FISCAL YEAR PLAN					Project Total			
		BUDGET	ESTIMATED							
		2022	2023	2024	2025	2026				
Analysis/Study/Assessment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Preliminary Engineering Design		-	-	-	-	-	-			
Design		-	-	-	-	-	-			
Construction		300,000	-	-	-	-	300,000			
Land/ROW							-			
Furniture, Fixtures & Equipment		-	-	-	-	-	-			
Contingency		-	-	-	-	-	-			
TOTAL COSTS	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000			
SOURCE OF FUNDS	Project Budget To Date	FISCAL YEAR PLAN					Project Total			
		BUDGET	ESTIMATED							
		2022	2023	2024	2025	2026				
General Revenue	\$ -		\$ -	\$ -	\$ -	\$ -	-			
CO's		-	-	-	-	-	-			
Revenue Bonds	-	-	-	-	-	-	-			
Enterprise System Revenues	-	-	-	-	-	-	-			
Other Funding Sources	-	300,000	-	-	-	-	300,000			
TOTAL SOURCE	\$ -	\$ 300,000	\$ -	\$ -	\$ -	\$ -	\$ 300,000			
PROJECT SCHEDULE	START (MTH, YEAR)	FINISH (MTH, YEAR)	OTHER:							
Analysis/Study/Assessment			PAYG CIP transfer from Solid Waste Fund							
Preliminary Engineering Design										
Design										
Construction	Oct-21	Sep-22								
Land/ROW										
Furniture, Fixtures & Equipment										
TOTAL PROJECT										
							City Goal: Rehabilitation of Existing Streets			
							Reference:			
							Project Manager: Howard Christian			
							Estimator:			

CITY OF RICHMOND									
2022-2026 CAPITAL IMPROVEMENT PROGRAM									
STREET DEPARTMENT								Ranking	
PROJECT NO.	PROJECT TITLE								
ST2301	Clay Street Drainage Improvements (Phase II)								
DESCRIPTION				IMPACT ON OPERATING BUDGET					
This project will improve the drainage down North 2nd Street from Clay Street thus reducing the likelihood of flooding in surrounding neighborhoods. Project will consist of underground drainage improvements and be a tentative, or follow-on, addition to the Phase I mobility project.				Expenditures	2022	2023	2024	2025	2026
				Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
				Operations & Maintenance					
				Capital	-	-	-	-	-
				TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
JUSTIFICATION									
Improve drainage on the North side of Richmond in areas that were recently flooded.									
PROJECT COSTS	Project Budget To Date	FISCAL YEAR PLAN					Project Total		
		BUDGET	ESTIMATED						
		2022	2023	2024	2025	2026			
Analysis/Study/Assessment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Preliminary Engineering Design		-	-	-	-	-	-		
Design		-	195,000	-	-	-	195,000		
Construction		-	3,664,000	-	-	-	3,664,000		
Land/ROW		-	-	-	-	-	-		
Furniture, Fixtures & Equipment		-	-	-	-	-	-		
Contingency		-	-	-	-	-	-		
TOTAL COSTS		\$ -	\$ 3,859,000	\$ -	\$ -	\$ -	\$ 3,859,000		
SOURCE OF FUNDS	Project Budget To Date	FISCAL YEAR PLAN					Project Total		
		BUDGET	ESTIMATED						
		2022	2023	2024	2025	2026			
General Revenue		\$ -	\$ 1,929,500	\$ -	\$ -	\$ -	1,929,500		
CO's		-	-	-	-	-	-		
Revenue Bonds		-	-	-	-	-	-		
Enterprise System Revenues		-	-	-	-	-	-		
Other Funding Sources			1,929,500	-	-	-	1,929,500		
TOTAL SOURCE		\$ -	\$ 3,859,000	\$ -	\$ -	\$ -	\$ 3,859,000		
PROJECT SCHEDULE	START (MTH, YEAR)	FINISH (MTH, YEAR)	OTHER:						
Analysis/Study/Assessment			Total lifetime project cost is \$3,859,000 with a tentative cost sharing estimate with Fort Bend County of \$1,929,500 in City funds. Project is currently unfunded.						
Preliminary Engineering Design									
Design	Oct-21								
Construction		Sep-23							
Land/ROW									
Furniture, Fixtures & Equipment									
TOTAL PROJECT									
City Goal: Quality Infrastructure									
Reference:									
Project Manager: Howard Christian									
Estimator:									

CITY OF RICHMOND									
2022 - 2026 CAPITAL IMPROVEMENT PROGRAM									
SURFACE WATER TREATMENT PLANT								Ranking	
PROJECT NO.	PROJECT TITLE								
SW2201	New Groundwater Well at the Surface Water Treatment Plant								
DESCRIPTION New well, chemical injection, SCADA for well, and right angle drive for the SWTP. Demolish Winston Water Plant at conclusion of project.					IMPACT ON OPERATING BUDGET				
					Expenditures	2022	2023	2024	2025
JUSTIFICATION Water Master Plan recommendation. It will be significant when required to go to 60% to allow for mixing and stabilizing surface water when the river is low.					Personnel Services	\$ -	\$ -	\$ -	\$ -
					Operations & Maintenance	-	-	-	-
					Capital	-	-	-	-
					TOTAL	\$ -	\$ -	\$ -	\$ -
PROJECT COSTS	Project Budget To Date	FISCAL YEAR PLAN					Project Total		
		BUDGET	ESTIMATED						
		2022	2023	2024	2025	2026			
Analysis/Study/Assessment			\$ -	\$ -	\$ -	\$ -	\$ -		
Preliminary Engineering Design		-	-	-	-	-	-		
Design		350,000	-	-	-	-	350,000		
Construction		1,435,000	-	-	-	-	1,435,000		
Land/ROW		-	-	-	-	-	-		
Furniture, Fixtures & Equipment		-	-	-	-	-	-		
Contingency		-	-	-	-	-	-		
TOTAL COSTS	\$ -	\$ 1,785,000	\$ -	\$ -	\$ -	\$ -	\$ 1,785,000		
SOURCE OF FUNDS	Project Budget To Date	FISCAL YEAR PLAN					Project Total		
		BUDGET	ESTIMATED						
		2022	2023	2024	2025	2026			
General Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-		
CO's	-	895,000	-	-	-	-	895,000		
Revenue Bonds	-	-	-	-	-	-	-		
Enterprise System Revenues	-	890,000	-	-	-	-	890,000		
Other Funding Sources	-	-	-	-	-	-	-		
TOTAL SOURCE	\$ -	\$ 1,785,000	\$ -	\$ -	\$ -	\$ -	\$ 1,785,000		
PROJECT SCHEDULE	START (MTH, YEAR)	FINISH (MTH, YEAR)	OTHER:						
Analysis/Study/Assessment			\$895,000 Reallocation of remaining 2017A CO Bond Funds. \$890,000 Reallocation of Cash CIP from WA2102 not started.						
Preliminary Engineering Design									
Design	Oct-21								
Construction		Sep-23							
Land/ROW									
Furniture, Fixtures & Equipment									
TOTAL PROJECT									
City Goal: Safe & Adequate Water Supply									
Reference:									
Project Manager: Howard Christian									
Estimator:									

CITY OF RICHMOND										
2022 - 2026 CAPITAL IMPROVEMENT PROGRAM										
SURFACE WATER TREATMENT PLANT								Ranking		
PROJECT NO.	PROJECT TITLE									
SW2202	Surface Water Treatment Plant Membrane Replacement									
DESCRIPTION This project is meant to escrow and fund the eventual replacement of the micro fiber membranes at the SWTP prorated over 10 years					IMPACT ON OPERATING BUDGET					
					Expenditures	2022	2023	2024	2025	2026
JUSTIFICATION Expected life of membranes do not extend beyond the 10 year prorated warranty period					Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
					Operations & Maintenance	-	-	-	-	-
					Capital	-	-	-	-	-
					TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
PROJECT COSTS	Project Budget To Date	FISCAL YEAR PLAN					Project Total			
		BUDGET	ESTIMATED							
		2022	2023	2024	2025	2026				
Analysis/Study/Assessment					\$ -	\$ -	\$ -			
Preliminary Engineering Design		-				-	-			
Design		-				-	-			
Construction		-				-	-			
Land/ROW										
Furniture, Fixtures & Equipment	200,000	100,000	100,000	100,000	100,000	100,000	700,000			
Contingency		-	-	-	-	-	-			
TOTAL COSTS	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 700,000			
SOURCE OF FUNDS	Project Budget To Date	FISCAL YEAR PLAN					Project Total			
		BUDGET	ESTIMATED							
		2022	2023	2024	2025	2026				
General Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-			
CO's		-	-	-	-	-	-			
Revenue Bonds	-	-	-	-	-	-	-			
Enterprise System Revenues	200,000	100,000	100,000	100,000	100,000	100,000	700,000			
Other Funding Sources	-	-	-	-	-	-	-			
TOTAL SOURCE	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 700,000			
PROJECT SCHEDULE	START (MTH, YEAR)	FINISH (MTH, YEAR)		OTHER:						
Analysis/Study/Assessment				Escrowed Cash for eventual membrane replacements						
Preliminary Engineering Design										
Design										
Construction										
Land/ROW	Oct-21	Sep-22								
Furniture, Fixtures & Equipment				City Goal: Safe & Adequate Water Supply						
TOTAL PROJECT				Reference:						
Project Man Howard Christian										
Estimator:										

CITY OF RICHMOND 2022-2026 CAPITAL IMPROVEMENT PROGRAM WASTEWATER DEPARTMENT								Ranking	
PROJECT NO.	PROJECT TITLE								
WW2201	Waste Water Treatment Plant GRP Reuse Expansion								
DESCRIPTION This project is for reclaimed water improvements and expansion at the waste water treatment plant to achieve ground water reduction plan (GRP) levels of 60%. The proposed project would expand the reclaimed water system by adding ground storage, pumping capacity and pressure maintenance.				IMPACT ON OPERATING BUDGET					
				Expenditures	2022	2023	2024	2025	2026
JUSTIFICATION Achieving Groundwater Reduction Plan requirements.				Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
				Operations & Maintenance					-
				Capital	-	-	-	-	-
				TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
PROJECT COSTS	Project Budget To Date	FISCAL YEAR PLAN					Project Total		
		BUDGET		ESTIMATED					
		2022	2023	2024	2025	2026			
Analysis/Study/Assessment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Preliminary Engineering Design	-	-	-	-	-	-	-		
Design	-	300,000	-	-	-	-	300,000		
Construction	-	1,840,000	-	-	-	-	1,840,000		
Land/ROW	-	-	-	-	-	-	-		
Furniture, Fixtures & Equipment	-	-	-	-	-	-	-		
Contingency	-	-	-	-	-	-	-		
TOTAL COSTS	\$ -	\$ 2,140,000	\$ -	\$ -	\$ -	\$ -	\$ 2,140,000		
SOURCE OF FUNDS	Project Budget To Date	FISCAL YEAR PLAN					Project Total		
		BUDGET		ESTIMATED					
		2022	2023	2024	2025	2026			
General Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-		
CO's	-	2,140,000	-	-	-	-	2,140,000		
Revenue Bonds	-	-	-	-	-	-	-		
Enterprise System Revenues	-	-	-	-	-	-	-		
Other Funding Sources	-	-	-	-	-	-	-		
TOTAL SOURCE	\$ -	\$ 2,140,000	\$ -	\$ -	\$ -	\$ -	\$ 2,140,000		
PROJECT SCHEDULE	START (MTH, YEAR)	FINISH (MTH, YEAR)	OTHER:						
Analysis/Study/Assessment			\$1,300,000 Reallocation of remaining 2017A CO Bond Funds.						
Preliminary Engineering Design									
Design	Oct-21		\$840,000 New CO issuance						
Construction		Sep-22							
Land/ROW									
Furniture, Fixtures & Equipment									
TOTAL PROJECT									
City Goal: Safe & Adequate Water Supply									
Reference:									
Project Manager: Howard Christian									
Estimator:									

CITY OF RICHMOND
2022-2026 CAPITAL IMPROVEMENT PROGRAM
WASTEWATER DEPARTMENT

Ranking

PROJECT NO. WW2202	PROJECT TITLE Regional Wastewater Rehab
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DESCRIPTION This project will expand the Regional WWTP from 3.0 MGD to 4.5 MGD. In sequence of order, it will involve expanding the chlorine contact chamber, expand and improve the sludge handling capabilities, expand and improve the aeration basins/blowers and their capabilities.	IMPACT ON OPERATING BUDGET					
	Expenditures	2022	2023	2024	2025	2026
	Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	10,000.00	10,000.00	10,000.00
	Capital	-	-	-	-	-
	TOTAL	\$ -	\$ -	\$ 10,000	\$ 10,000	\$ 10,000

PROJECT COSTS	Project Budget To Date	FISCAL YEAR PLAN					Project Total
		BUDGET	ESTIMATED				
		2022	2023	2024	2025	2026	
Analysis/Study/Assessment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Preliminary Engineering Design		-	-	-	-	-	-
Design		450,000	1,375,000	2,302,000	-	-	4,127,000
Construction		-	2,679,000	8,027,000	13,639,000	-	24,345,000
Land/ROW		-	-	-	-	-	-
Furniture, Fixtures & Equipment		-	-	-	-	-	-
Contingency		-	-	-	-	-	-
TOTAL COSTS	\$ -	\$ 450,000	\$ 4,054,000	\$ 10,329,000	\$ 13,639,000	\$ -	\$ 28,472,000

SOURCE OF FUNDS	Project Budget To Date	FISCAL YEAR PLAN					Project Total
		BUDGET	ESTIMATED				
		2022	2023	2024	2025	2026	
General Revenue		\$ -	\$ -	\$ -	\$ -	\$ -	-
CO's		-	-	-	-	-	-
Revenue Bonds		-	-	-	-	-	-
Enterprise System Revenues		-	-	-	-	-	-
Other Funding Sources		-	450,000	4,054,000	10,329,000	13,639,000	-
TOTAL SOURCE	\$ -	\$ 450,000	\$ 4,054,000	\$ 10,329,000	\$ 13,639,000	\$ -	\$ 28,472,000

PROJECT SCHEDULE	START (MTH, YEAR)	FINISH (MTH, YEAR)	OTHER:
Analysis/Study/Assessment			ARPA Funding Allocation for FY22
Preliminary Engineering Design			
Design	Oct-21	Sep-22	
Construction			
Land/ROW			
Furniture, Fixtures & Equipment			
TOTAL PROJECT			

City Goal: Safe & Adequate Water Supply
 Reference:
 Project Manager: Howard Christian
 Estimator:

CITY OF RICHMOND										
2022-2026 CAPITAL IMPROVEMENT PROGRAM										
WASTEWATER								Ranking		
PROJECT NO.	PROJECT TITLE									
WW2203	Mandola Commerical Sewer Line									
DESCRIPTION This project will provide wastewater service capabilities for the commercial properties along HWY 90 from Damon to Edgewood.					IMPACT ON OPERATING BUDGET					
					Expenditures	2022	2023	2024	2025	2026
					Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
					Operations & Maintenance	-	-	-	-	-
					Capital	-	-	-	-	-
TOTAL					\$ -	\$ -	\$ -	\$ -	\$ -	
JUSTIFICATION Water service is currently available and this project would include wastewater service capabilities										
PROJECT COSTS	Project Budget To Date	FISCAL YEAR PLAN					Project Total			
		BUDGET	ESTIMATED							
		2022	2023	2024	2025	2026				
Analysis/Study/Assessment			\$ -	\$ -	\$ -	\$ -	\$ -			
Preliminary Engineering Design							-			
Design		75,000					75,000			
Construction			525,000				525,000			
Land/ROW							-			
Furniture, Fixtures & Equipment		-	-	-	-	-	-			
Contingency		-	-	-	-	-	-			
TOTAL COSTS	\$ -	\$ 75,000	\$ 525,000	\$ -	\$ -	\$ -	\$ 600,000			
SOURCE OF FUNDS	Project Budget To Date	FISCAL YEAR PLAN					Project Total			
		BUDGET	ESTIMATED							
		2022	2023	2024	2025	2026				
General Revenue	\$ -	\$ 75,000	\$ -	\$ -	\$ -	\$ -	75,000			
CO's	-	-	-	-	-	-	-			
Revenue Bonds	-	-	-	-	-	-	-			
Enterprise System Revenues	-	-	-	-	-	-	-			
Other Funding Sources	-	-	525,000	-	-	-	525,000			
TOTAL SOURCE	\$ -	\$ 75,000	\$ 525,000	\$ -	\$ -	\$ -	\$ 600,000			
PROJECT SCHEDULE	START (MTH, YEAR)		FINISH (MTH, YEAR)		OTHER:					
Analysis/Study/Assessment										
Preliminary Engineering Design										
Design	Oct-21		Sep-22							
Construction										
Land/ROW										
Furniture, Fixtures & Equipment										
TOTAL PROJECT										
City Goal: Safe & Adequate Water Supply										
Reference:										
Project Manager: Howard Christian										
Estimator:										

CITY OF RICHMOND
2022-2022 CAPITAL IMPROVEMENT PROGRAM
WASTEWATER DEPARTMENT

Ranking

MP PROJECT NO. WW2301	PROJECT TITLE Wastewater Rehab
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DESCRIPTION General Wastewater rehabilitation.	IMPACT ON OPERATING BUDGET					
	Expenditures	2022	2023	2024	2025	2026
	Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-	-
	Capital	-	-	-	-	-
	TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

JUSTIFICATION Timely preventive maintenance will help reduce the amount of emergency repairs.	
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PROJECT COSTS	Project Budget To Date	FISCAL YEAR PLAN					Project Total
		BUDGET	ESTIMATED				
		2022	2023	2024	2025	2026	
Analysis/Study/Assessment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Preliminary Engineering Design		-	-	-	-	-	-
Design		-	-	-	-	-	-
Construction		-	606,632	-	-	-	606,632
Land/ROW		-	-	-	-	-	-
Furniture, Fixtures & Equipment		-	-	-	-	-	-
Contingency		-	-	-	-	-	-
TOTAL COSTS	\$ -	\$ -	\$ 606,632	\$ -	\$ -	\$ -	\$ 606,632

SOURCE OF FUNDS	Project Budget To Date	FISCAL YEAR PLAN					Project Total
		BUDGET	ESTIMATED				
		2022	2023	2024	2025	2026	
General Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
CO's	-	-	-	-	-	-	-
Revenue Bonds	-	-	-	-	-	-	-
Enterprise System Revenues	-	-	-	-	-	-	-
Other Funding Sources	-	-	606,632	-	-	-	606,632
TOTAL SOURCE	\$ -	\$ -	\$ 606,632	\$ -	\$ -	\$ -	\$ 606,632

PROJECT SCHEDULE	START (MTH, YEAR)	FINISH (MTH, YEAR)	OTHER:
Analysis/Study/Assessment			Issuance of Certificates of Obligation
Preliminary Engineering Design			
Design	Oct-21		
Construction		Sep-22	
Land/ROW			
Furniture, Fixtures & Equipment			
TOTAL PROJECT			

City Goal: Safe and Adequate Water Supply
 Reference:
 Project Manager: Howard Christian
 Estimator:

**CITY OF RICHMOND
2022-2026 CAPITAL IMPROVEMENT PROGRAM
WATER DEPARTMENT**

Ranking

PROJECT NO.	PROJECT TITLE
WA2201	Motor Control Rehabilitation

DESCRIPTION This projects would replace the existing MCC's at the Winston Water plant to current switch gear and controls.	IMPACT ON OPERATING BUDGET					
	Expenditures	2022	2023	2024	2025	2026
	Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-	-
	Capital	-	-	-	-	-
	TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

JUSTIFICATION The existing MCC's are approaching 50 years old and have reached their useful life. Replacement parts for the existing equipment are no longer available and have to be purchased on surplus sites. To avoid long down times, and the inconveniences of waiting for parts, it is recommended that this equipment be replaced.

PROJECT COSTS	Project Budget To Date	FISCAL YEAR PLAN					Project Total
		BUDGET		ESTIMATED			
		2022	2023	2024	2025	2026	
Analysis/Study/Assessment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Preliminary Engineering Design	-	-	-	-	-	-	-
Design	-	23,000	-	-	-	-	23,000
Construction	-	120,000	-	-	-	-	120,000
Land/ROW	-	-	-	-	-	-	-
Furniture, Fixtures & Equipment	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	-
TOTAL COSTS	\$ -	\$ 143,000	\$ -	\$ -	\$ -	\$ -	\$ 143,000

SOURCE OF FUNDS	Project Budget To Date	FISCAL YEAR PLAN					Project Total
		BUDGET		ESTIMATED			
		2022	2023	2024	2025	2026	
General Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
CO's	-	143,000	-	-	-	-	143,000
Revenue Bonds	-	-	-	-	-	-	-
Enterprise System Revenues	-	-	-	-	-	-	-
Other Funding Sources	-	-	-	-	-	-	-
TOTAL SOURCE	\$ -	\$ 143,000	\$ -	\$ -	\$ -	\$ -	\$ 143,000

PROJECT SCHEDULE	START (MTH, YEAR)	FINISH (MTH, YEAR)	OTHER:
Analysis/Study/Assessment			Certificate of Obligation Issuance
Preliminary Engineering Design	Oct-21		
Design		Sep-22	
Construction			
Land/ROW			
Furniture, Fixtures & Equipment			
TOTAL PROJECT			

City Goal: Quality Infrastructure
 Reference:
 Project Manager: Howard Christian
 Estimator:

**CITY OF RICHMOND
2022-2026 CAPITAL IMPROVEMENT PROGRAM
WATER DEPARTMENT**

Ranking

PROJECT NO. WA2202	PROJECT TITLE Well Rehabilitation at Edgar Water Well
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DESCRIPTION Well rehabilitation includes pulling the down hole pumping equipment, televising the well to the bottom to look for any abnormalities, mitigate any issues down hole with wire brushing, acidizing, or sonar jetting, rebuilding the pumping equipment.	IMPACT ON OPERATING BUDGET					
	Expenditures	2022	2023	2024	2025	2026
	Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-	-
	Capital	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	

JUSTIFICATION Timely preventive maintenance will help reduce the amount of emergency repairs during the summer months. Standard rehabilitation intervals should be 7 - 10 years for every well. Recent well production testing indicates that the Wessendorf water well is beginning to show signs of decline.
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PROJECT COSTS	Project Budget To Date	FISCAL YEAR PLAN					Project Total
		BUDGET		ESTIMATED			
		2022	2023	2024	2025	2026	
Analysis/Study/Assessment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Preliminary Engineering Design		-	-	-	-	-	-
Design		57,000	-	-	-	-	57,000
Construction		-	331,000	-	-	-	331,000
Land/ROW		-	-	-	-	-	-
Furniture, Fixtures & Equipment		-	-	-	-	-	-
Contingency		-	-	-	-	-	-
TOTAL COSTS		\$ -	\$ 57,000	\$ 331,000	\$ -	\$ -	\$ 388,000

SOURCE OF FUNDS	Project Budget To Date	FISCAL YEAR PLAN					Project Total
		BUDGET		ESTIMATED			
		2022	2023	2024	2025	2026	
General Revenue		\$ -	\$ -	\$ -	\$ -	\$ -	-
CO's		-	57,000	-	-	-	57,000
Revenue Bonds		-	-	-	-	-	-
Enterprise System Revenues		-	-	-	-	-	-
Other Funding Sources		-	-	331,000	-	-	331,000
TOTAL SOURCE		\$ -	\$ 57,000	\$ 331,000	\$ -	\$ -	\$ 388,000

PROJECT SCHEDULE	START (MTH, YEAR)	FINISH (MTH, YEAR)	OTHER:
Analysis/Study/Assessment			Issuance of Certificates of Obligation
Preliminary Engineering Design	Oct-21	Sep-22	
Design			
Construction			
Land/ROW			
Furniture, Fixtures & Equipment			
TOTAL PROJECT			

City Goal: Safe & Adequate Water Supply
 Reference:
 Project Manager: Howard Christian
 Estimator:

CITY OF RICHMOND									
2022-2026 CAPITAL IMPROVEMENT PROGRAM									
WATER DEPARTMENT								Ranking	
PROJECT NO.	PROJECT TITLE								
WA2203	Water Line Rehabilitation								
DESCRIPTION				IMPACT ON OPERATING BUDGET					
The purpose of this project is to to replace lead joint water lines with new PVC piping. This project is recommended as a result of the conversion to surface water.				Expenditures	2022	2023	2024	2025	2026
				Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
				Operations & Maintenance	-	-	-	-	-
				Capital	-	-	-	-	-
				TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
JUSTIFICATION									
This project is part of the Integrated Utility Master Plan, W1									
PROJECT COSTS	Project Budget To Date	FISCAL YEAR PLAN					Project Total		
		BUDGET	ESTIMATED						
		2022	2023	2024	2025	2026			
Analysis/Study/Assessment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Preliminary Engineering Design		-	-	-	-	-	-		
Design		-	-	-	-	-	-		
Construction		903,306	346,694	-	-	-	1,250,000		
Land/ROW		-	-	-	-	-	-		
Furniture, Fixtures & Equipment		-	-	-	-	-	-		
Contingency		-	-	-	-	-	-		
TOTAL COSTS	\$ -	\$ 903,306	\$ 346,694	\$ -	\$ -	\$ -	\$ 1,250,000		
SOURCE OF FUNDS	Project Budget To Date	FISCAL YEAR PLAN					Project Total		
		BUDGET	ESTIMATED						
		2022	2023	2024	2025	2026			
General Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-		
CO's	-	-	-	-	-	-	-		
Revenue Bonds	-	-	-	-	-	-	-		
Enterprise System Revenues	-	-	-	-	-	-	-		
Other Funding Sources	-	903,306	346,694	-	-	-	1,250,000		
TOTAL SOURCE	\$ -	\$ 903,306	\$ 346,694	\$ -	\$ -	\$ -	\$ 1,250,000		
PROJECT SCHEDULE	START (MTH, YEAR)	FINISH (MTH, YEAR)		OTHER:					
Analysis/Study/Assessment				\$718,325 ARPA Funding Allocation for FY22 \$346,694 ARPA Funding Allocation for FY23 \$184,981 CDBG Grant Remaining balance from WA2102 rolled over.					
Preliminary Engineering Design									
Design	Oct-21								
Construction		Sep-22							
Land/ROW									
Furniture, Fixtures & Equipment									
TOTAL PROJECT									
							City Goal: Quality Infrastructure		
							Reference:		
							Project Manager: Howard Christian		
							Estimator:		

CITY OF RICHMOND										
2022-2026 CAPITAL IMPROVEMENT PROGRAM										
WATER DEPARTMENT								Ranking		
PROJECT NO.	PROJECT TITLE									
WA2204	Ground Storage Tank Rehabilitation									
DESCRIPTION GST rehabilitation is required to maintain the integrity of the storage tanks and stay compliant with the TCEQ. Ransom Rd North has been completed. Wessendorf GST is next to be rehabbed, and then the Ransom Rd South GST.					IMPACT ON OPERATING BUDGET					
					Expenditures	2022	2023	2024	2025	2026
JUSTIFICATION Regular maintenance and repair of the water storage tanks includes re-coating the interior and exterior on average every 15 years to minimize the extent of repairs.					Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
					Operations & Maintenance	-	-	-	-	-
					Capital	-	-	-	-	-
					TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -
PROJECT COSTS	Project Budget To Date	FISCAL YEAR PLAN					Project Total			
		BUDGET	ESTIMATED							
		2022	2023	2024	2025	2026				
Analysis/Study/Assessment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
Preliminary Engineering Design		-	-	-	-	-	-			
Design		60,000	45,000	-	-	-	105,000			
Construction		-	-	275,000	-	-	275,000			
Land/ROW										
Furniture, Fixtures & Equipment		-	-	-	-	-	-			
Contingency		-	-	25,000	-	-	25,000			
TOTAL COSTS		\$ -	\$ 60,000	\$ 45,000	\$ 300,000	\$ -	\$ 405,000			
SOURCE OF FUNDS	Project Budget To Date	FISCAL YEAR PLAN					Project Total			
		BUDGET	ESTIMATED							
		2022	2023	2024	2025	2026				
General Revenue		\$ -	\$ -	\$ -	\$ -	\$ -	-			
CO's		-	-	45,000	-	-	45,000			
Revenue Bonds		-	-	275,000	-	-	275,000			
Enterprise System Revenues		-	-	-	-	-	-			
Other Funding Sources		-	60,000	-	25,000	-	85,000			
TOTAL SOURCE		\$ -	\$ 60,000	\$ 45,000	\$ 300,000	\$ -	\$ 405,000			
PROJECT SCHEDULE	START (MTH, YEAR)	FINISH (MTH, YEAR)	OTHER:							
Analysis/Study/Assessment			ARPA Funding Allocation for FY22							
Preliminary Engineering Design										
Design	Oct-21	Sep-22								
Construction										
Land/ROW										
Furniture, Fixtures & Equipment										
TOTAL PROJECT										
							City Goal: Quality Infrastructure			
							Reference:			
							Project Manager: Howard Christian			
							Estimator:			

CITY OF RICHMOND
2022-2022 CAPITAL IMPROVEMENT PROGRAM
WATER DEPARTMENT

Ranking

MP PROJECT NO.	PROJECT TITLE
WA2205	Well Rehabilitation Winston Water Well

DESCRIPTION Well rehabilitation includes pulling the down hole pumping equipment, televising the well to the bottom to look for any abnormalities, mitigate any issues down hole with wire brushing, acidizing, or sonar jetting, rebuilding the pumping equipment, and lowering the pumping equipment.	IMPACT ON OPERATING BUDGET					
	Expenditures	2022	2023	2024	2025	2026
	Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-	-
	Capital	-	-	-	-	-
	TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

JUSTIFICATION Timely preventive maintenance will help reduce the amount of emergency repairs during the summer months. Standard rehabilitation intervals should be 7 - 10 years for every well. Recent well production testing indicates that the Winston water well is beginning to show signs of decline and a pumping level that is lower.

PROJECT COSTS	Project Budget To Date	FISCAL YEAR PLAN					Project Total
		BUDGET		ESTIMATED			
		2022	2023	2024	2025	2026	
Analysis/Study/Assessment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Preliminary Engineering Design		-	-	-	-	-	-
Design		60,000			-	-	60,000
Construction		270,000			-	-	270,000
Land/ROW							
Furniture, Fixtures & Equipment		-	-	-	-	-	-
Contingency		-	-	-	-	-	-
TOTAL COSTS	\$ -	\$ 330,000	\$ -	\$ -	\$ -	\$ -	\$ 330,000

SOURCE OF FUNDS	Project Budget To Date	FISCAL YEAR PLAN					Project Total
		BUDGET		ESTIMATED			
		2022	2023	2024	2025	2026	
General Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
CO's	-	-	-	-	-	-	-
Revenue Bonds	-	-	-	-	-	-	-
Enterprise System Revenues	-	-	-	-	-	-	-
Other Funding Sources	-	330,000	-	-	-	-	330,000
TOTAL SOURCE	\$ -	\$ 330,000	\$ -	\$ -	\$ -	\$ -	\$ 330,000

PROJECT SCHEDULE	START (MTH, YEAR)	FINISH (MTH, YEAR)	OTHER:
Analysis/Study/Assessment			ARPA Funding Allocation for FY22
Preliminary Engineering Design			
Design	Oct-21	Sep-22	
Construction			
Land/ROW			
Furniture, Fixtures & Equipment			
TOTAL PROJECT			

City Goal:
Reference:

**CITY OF RICHMOND
2022-2026 CAPITAL IMPROVEMENT PROGRAM
WASTEWATER TREATMENT PLANT**

Ranking

PROJECT NO. WA2206	PROJECT TITLE Surface Water Transmission line
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DESCRIPTION This project will provide a surface water transmission line from the SWTP to the Downtown area	IMPACT ON OPERATING BUDGET					
	Expenditures	2022	2023	2024	2025	2026
	Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-	-
	Capital	-	-	-	-	-
	TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

PROJECT COSTS	Project Budget To Date	FISCAL YEAR PLAN					Project Total
		BUDGET	ESTIMATED				
		2022	2023	2024	2025	2026	
Analysis/Study/Assessment			\$ -		\$ -		\$ -
Preliminary Engineering Design		-	-	-	-	-	-
Design		1,000,000	-		-	-	1,000,000
Construction		1,858,000	-	-	5,592,000	-	7,450,000
Land/ROW							
Furniture, Fixtures & Equipment		-	-	-	-	-	-
Contingency		-	-	-	-	-	-
TOTAL COSTS	\$ -	\$ 2,858,000	\$ -	\$ -	\$ 5,592,000	\$ -	\$ 8,450,000

SOURCE OF FUNDS	Project Budget To Date	FISCAL YEAR PLAN					Project Total
		BUDGET	ESTIMATED				
		2022	2023	2024	2025	2026	
General Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
CO's	-	2,858,000	-	-	-	-	2,858,000
Revenue Bonds	-	-	-	-	-	-	-
Enterprise System Revenues	-	-	-	-	-	-	-
Other Funding Sources	-	-	-	5,592,000	-	-	5,592,000
TOTAL SOURCE	\$ -	\$ 2,858,000	\$ -	\$ -	\$ 5,592,000	\$ -	\$ 8,450,000

PROJECT SCHEDULE	START (MTH, YEAR)	FINISH (MTH, YEAR)	OTHER:
Analysis/Study/Assessment			Issuance of Certificates of Obligation
Preliminary Engineering Design			
Design	Oct-21		
Construction		Sep-22	
Land/ROW			
Furniture, Fixtures & Equipment			
TOTAL PROJECT			

City Goal: Safe and Adequate Water Supply
 Reference:
 Project Manager: Howard Christian
 Estimator:

CITY OF RICHMOND
2022-2022 CAPITAL IMPROVEMENT PROGRAM
WATER DEPARTMENT

Ranking

MP PROJECT NO. WA2301	PROJECT TITLE Water Rehab
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DESCRIPTION General Water rehabilitation.	IMPACT ON OPERATING BUDGET					
	Expenditures	2022	2023	2024	2025	2026
	Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -
	Operations & Maintenance	-	-	-	-	-
	Capital	-	-	-	-	-
	TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -

JUSTIFICATION Timely preventive maintenance will help reduce the amount of emergency repairs.	
---	--

PROJECT COSTS	Project Budget To Date	FISCAL YEAR PLAN					Project Total
		BUDGET	ESTIMATED				
		2022	2023	2024	2025	2026	
Analysis/Study/Assessment		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Preliminary Engineering Design		-	-	-	-	-	-
Design		-	-	-	-	-	-
Construction		-	605,000	-	-	-	605,000
Land/ROW		-	-	-	-	-	-
Furniture, Fixtures & Equipment		-	-	-	-	-	-
Contingency		-	-	-	-	-	-
TOTAL COSTS	\$ -	\$ -	\$ 605,000	\$ -	\$ -	\$ -	\$ 605,000

SOURCE OF FUNDS	Project Budget To Date	FISCAL YEAR PLAN					Project Total
		BUDGET	ESTIMATED				
		2022	2023	2024	2025	2026	
General Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	-
CO's	-	-	-	-	-	-	-
Revenue Bonds	-	-	-	-	-	-	-
Enterprise System Revenues	-	-	-	-	-	-	-
Other Funding Sources	-	-	605,000	-	-	-	605,000
TOTAL SOURCE	\$ -	\$ -	\$ 605,000	\$ -	\$ -	\$ -	\$ 605,000

PROJECT SCHEDULE	START (MTH, YEAR)	FINISH (MTH, YEAR)	OTHER:
Analysis/Study/Assessment			ARPA Funding Allocation for FY22
Preliminary Engineering Design			
Design	Oct-21	Sep-22	
Construction			
Land/ROW			
Furniture, Fixtures & Equipment			
TOTAL PROJECT			

City Goal:
Reference:



RICHMOND
EST. TEXAS 1837

APPENDICES

Glossary

Account Number

A set of accounts used in the general ledger by the City to indicate the fund, department, activity and object code.

Accounting System

The methods and records established to identify, assemble, analyze, classify, record, and report the City's transactions and to maintain accountability for the related assets and liabilities.

Accounts Payable

A liability reflecting amounts owed for goods and Services received by the City.

Accounts Receivable

An asset reflecting amounts due from other persons or organizations for goods and services furnished by the City.

Accrual Basis of Accounting (Full)

A basis of accounting in which revenues and expenses are recorded at the time they occur, rather than at the time cash is received or paid by the city.

Adopted Budget

The final budget adopted by ordinance by the City Commission.

Ad Valorem Taxes

Commonly referred to as property taxes. The charges levied on all real and certain personal property according to the property's assessed value and the tax rate.

Advanced Refunding Bonds

Bonds issued to refinance an outstanding bond issue before the date the outstanding bonds become due or callable. Proceeds of the advance refunding are deposited in escrow with a fiduciary, invested in U.S. Treasury Bonds or Other authorized securities and used to redeem the underlying bonds at their maturity or call date, to pay interest on the bonds being refunded, or to pay interest on the advance refunding bonds.

Annual Budget

A budget applicable to a single fiscal year.

Appropriated Fund Balance

A portion of existing fund balance that is incorporated into the subsequent year's budget to "balance" expected expenditures in excess of expected revenues.

Appropriation

A sum of money or total of assets devoted to a special purpose.

Arbitrage

In the context of government finance, the reinvestment of the proceeds of tax-exempt securities in materially higher-yielding taxable securities.

Glossary

Assessed Value/Valuation

A valuation set upon real estate or other property as a basis for levying property taxes. All property values within the City of Richmond are assessed by the Fort Bend County Appraisal District.

Asset

The resources and property of the City that can be used or applied to cover liabilities.

Audit

An examination or verification of the financial accounts and records. The City is required to have an annual audit conducted by qualified certified public accountants.

Balanced Budget

A budget in which revenues plus use of fund balance are equal to expenditures.

Base Budget

The budget needed to maintain the current operations and service levels of the City.

Basis of Accounting

Timing of recognition for financial reporting purposes (when the effects of transactions or events should be recognized in financial statements).

Bond

A written promise to pay a specified sum of money (called the principal amount) at a specific date or dates in the future (called the maturity dates) carrying interest at a specified rate, usually paid periodically. The difference between a bond and a note is that a bond is issued for a longer period and requires greater legal formality. The most common types of bonds are general obligation and revenue bonds.

Bond Rating

A rating assigned by outside credit rating companies which gives investors an idea of the credit worthiness of the City.

Bonded Debt

The portion of indebtedness represented by outstanding (unpaid) bonds.

Bonds Issued

Bonds sold by the City.

Bonds Payable

The face value of bonds issued and unpaid.

Budget

A plan of financial operation containing an estimate of proposed expenditures for a given period and the proposed means of financing them.

Budget Amendment

A formal legal procedure utilized by the City to revise a budget appropriation during a fiscal year.

Glossary

Budget Calendar

A schedule containing key dates which the City follows for each stage of the preparation, adoption and administration of the budget.

Budget Message

A general discussion of the proposed budget as presented in writing by the City Manager to the City Commission.

Business-type Activities

One of two classes of activities reported in the government-wide financial statements. Business-type activities are financed in whole or in part by fees charged to external parties for goods or services. These activities usually are reported in enterprise funds.

Capital Assets

Land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, works of art and historical treasures, infrastructure, and all other tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period.

Capital Improvements

Expenditures for the construction, purchase, or renovation of City facilities or property.

Capital Improvements Program (CIP)

A plan for capital expenditures and improvements to be incurred each year over a fixed period of years to meet capital needs arising from the long-term capital needs.

Capital Outlay

Expenditures resulting in the acquisition of or addition to the City's fixed assets.

Capital Projects Fund

Fund type used to account for financial resources that are restricted, committed, or assigned to expenditure for capital outlays including the acquisition or construction of capital facilities and other capital assets (excluding capital-related outflows financed by proprietary funds or for assets that will be held in trust for individuals, private organizations, or other governments).

Cash Basis of Accounting

A basis of accounting that recognizes transactions or events when related cash amounts are received or disbursed.

Certified Appraisal Tax Roll

The final property appraisal roll, as calculated by the Fort Bend County Central Appraisal District.

Component Unit

legally separate organization that must be included in the financial report of the primary government.

Glossary

Comprehensive Annual Financial Report (CAFR)

The official annual financial report of a government that encompasses all funds and component units of the government.

Consumer Price Index (CPI)

The measure of price level computed by the Bureau of Labor Statistics on a monthly basis. It is the ratio of the cost of specific consumer items in any one year to the cost of those items in the base year.

Current Taxes

Property taxes that are levied and due within one year.

Debt Service Fund

Governmental fund type used to account for accumulations of resources that are restricted, committed, or assigned to expenditure for principal and interest.

Debt Service Requirements

The amount of money required to pay interest and principal for a specified period on outstanding debt.

Deficit

The excess of the liabilities of a fund over its assets; or The excess of expenditures over revenues during an accounting period or, in case of proprietary funds, the excess of expenses over revenues during an accounting period.

Delinquent Taxes

Property taxes remaining unpaid after the due date. Delinquent taxes incur penalties and interest at rates specified by law.

Department

A functional group of the City with related activities aimed at accomplishing a major City service or program (e.g. the Fire Department).

Depreciation

The prorating of the cost of a fixed asset over the estimated service life of the asset. Each period is charged with a portion of such cost, and through this process, the entire cost of the asset is ultimately charged off as an expense. In governmental accounting, depreciation may be recorded in proprietary funds. Assets in the general governmental funds are expensed entirely when purchased.

Developer Fees

Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of development.

Glossary

Distinguished Budget Presentation Award

An award presented annually by the Government Finance Officers Association of the United States and Canada for the City's budget document. In order to receive the award, the City's budget document must meet stringent disclosure requirements, including the budget as a policy document, financial plan, communications device and an operations guide.

Effective Tax Rate

The rate which produces the same effect in terms of the total amount of taxes as compared to the prior year. The computation of the effective rate is governed by the State of Texas.

Encumbrances

Commitments related to unperformed (executory) contracts for goods or services.

Enterprise Fund

Proprietary fund type used to report an activity for which a fee is charged to external users for goods or services.

Equity

The difference between assets and liabilities of the fund.

Expenditures

Under the current financial resources measurement focus, decreases in net financial resources not properly classified as *other financing uses*.

Expense

Charges incurred, whether paid or unpaid, for operation, maintenance, interest, and other charges which are presumed to benefit the current fiscal period.

Extra-Territorial Jurisdiction (ETJ)

The unincorporated area that is contiguous to the corporate boundaries of a City. The ETJ area for the City of Richmond extends from the City's boundaries. Cities have certain powers in their ETJ's to promote and protect the general health, safety, and welfare of persons residing in and adjacent to the City.

Fiduciary Funds

A category of funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government's own programs. The fiduciary fund category includes pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

Final Amended Budget

The original budget adjusted by all reserves, transfers, allocations, supplemental appropriations, and other legally authorized legislative and executive changes applicable to the fiscal year, whenever signed into law or otherwise legally authorized.

Glossary

Financial Statement

A tabulation of amounts, derived from accounting records and expressed in words and dollars, that displays either (1) the financial position of the reporting unit at the moment in time or (2) inflows and outflows of resources from transactions or other events during a period of time.

Financial Statement Audit

Examination designed to provide independent assurance that the financial statements are fairly presented in conformity with GAAP.

Fiscal Year (FY)

The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City's fiscal year begins each October 1st and ends the following September 30th.

Fixed Assets

Assets of a long-term character which are intended to be held or used, such as land, buildings, machinery, furniture, and equipment.

Franchise Tax

A special privilege granted by a City, permitting the continued use of public property, such as city streets, rights-of-way, usually involving the elements of monopoly and regulation.

Full Faith and Credit

A pledge to the City's taxing power to repay debt obligations. Bonds carrying such pledges are referred to as general obligation bonds or tax supported debt.

Full-time Equivalent (FTE)

A term to indicate the number of annual hours for a position. For example: an employee working 40 hours per week for 52 weeks per year will have 2080 annual hours. Therefore 2080 hours will equal one FTE.

Fund

Fiscal and accounting entity with a self-balancing set of accounts recording cash and other financial resources, together with all related liabilities and residual equities or balances, and changes therein, that are segregated for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations restrictions, or limitations.

Fund Balance

Net position of a governmental fund (difference between assets, liabilities, deferred outflows of resources, and deferred inflows of resources).

Fund Classification

One of three categories (governmental, proprietary and fiduciary) used to categorize fund types.

Fund Type

One of eleven categories into which all individual funds can be categorized. Governmental fund types include the general fund, special revenue funds, debt service funds, capital project funds, and permanent funds. Proprietary fund types include enterprise funds and internal service funds. Fiduciary fund types include pension (and other employee benefit) trust funds, investment trust funds, private-purpose trust funds, and agency funds.

Glossary

General Fund

One of five governmental fund types. The general fund typically serves as the chief operating fund of a government. The general fund is used to account for all financial resources not accounted for in some other fund.

General Ledger

A record containing the accounts needed to reflect the financial position and the results of operations of an entity.

General Obligation Bonds

Bonds backed by the full faith and credit of the City.
See Full Faith and Credit.

Generally Accepted Accounting Principles (GAAP)

Conventions, rules, and procedures that serve as the norm for the fair presentation of financial statements.

Geographic Information Systems (GIS)

A computer system that is capable of capturing, storing, analyzing, and displaying geographically referenced information; that is identified according to location.

Government Finance Officers Association

The association of public finance professionals who sponsors the Distinguished Budget Presentation award Program and the Certificate of Achievement for Excellence in Financial Reporting Program.

Governmental Accounting, Auditing, and Financial Reporting (GAAFR)

A publication of the Government Finance Officers Association. It is also known as the "Blue Book".

Governmental Accounting Standards Board (GASB)

The authoritative accounting and financial reporting standard-setting body for governmental entities.

Governmental Funds

Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects funds, and permanent funds.

Groundwater Reduction Plan (GRP)

A plan mandated by the Fort Bend Subsidence District to convert from well water to surface water.

Hotel/Motel Occupancy Tax

A tax levied upon the cost of occupancy of any Room or space furnished by any hotel or other Lodgings. Revenue received is earmarked for Local tourism.

Impact Fees

Fees charged to developers to cover, in whole or in part, the anticipated cost of improvements that will be necessary as a result of the development.

Glossary

Independent Auditor's Report

Formal written communication of the results of an audit. In a financial statement audit, the independent auditor's report typically will offer (or disclaim) an opinion on whether a set of financial statements is fairly presented in conformity with GAAP (or in conformity with some other comprehensive basis of accounting).

Indirect Expenses

Expenses that cannot be specifically associated with a given service, program, or department and thus, cannot be clearly associated with a functional category.

Inflow of Resources

An acquisition of net position by the government that is applicable to the reporting period.

Infrastructure

Long-lived capital assets that normally are stationary in nature and normally can be preserved for a significantly greater number of years than most capital assets. Examples of infrastructure assets include roads, bridges, drainage systems, tunnels and water and sewer systems.

Interfund Transfers

Flows of assets (such as cash or goods) between funds and blended component units of the primary government without equivalent flows of assets in return and without requirement for repayment.

Intergovernmental Revenues

Revenues from other governments in the form of grants, entitlements, or payments in lieu of taxes.

Levy

To impose taxes, special assessments or service charges for the support of government activities. The total amount of taxes, special assessments or service charges imposed by a government.

Liabilities

Present obligations to sacrifice resources that the government has little or no discretion to avoid.

Long-Term Debt

Debt with a maturity of more than one year after the Date of issuance.

Maintenance and Operations (M&O)

Expenditures of a recurring nature which are necessary for the operation of a department or activity. Does not include capital outlay or debt service expenditures.

Mixed Beverage Tax

A tax imposed on the gross receipts of a license for the sale, preparation or serving of mixed beverages.

Modified Accrual Basis

Basis of accounting used in conjunction with the current financial resources measurement focus that modifies the accrual basis of accounting in two important ways: (1). Revenues are not recognized until they are measurable and available and

Glossary

(2). expenditures are recognized in the period in which governments in general normally liquidate the related liability rather than when that liability is first incurred, (if earlier).

Net General Obligation Debt

General obligation debt reduced by the amount of any accumulated resources restricted to repaying the principal of such debt.

Net Position

The residual of all other financial statement elements presented in a statement of financial position.

No-new-revenue tax rate

The no-new-revenue tax rate is the tax rate for the current tax year that will raise the same amount of property tax revenue for City from the same properties in both the preceding tax year and the current tax year.

Operating Budget:

Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing activities of the City are controlled.

Operating Revenues and Expenses

Cost of goods sold, and services provided to customers and the revenue thus generated.

Ordinance

A formal legislative enactment by the City Commission.

Original Budget

First complete appropriated budget. The original budget may be adjusted by reserves, transfers, allocations, supplemental appropriations, and other legally authorized legislative and executive changes before the beginning of the fiscal year. The original budget should also include actual appropriation amounts automatically carried over from prior years by law.

Outflow of Resources

A consumption of net position by the government that is applicable to the reporting period.

Paying Agent

An entity responsible for paying the bond principal and interest on behalf of the City.

Payment in Lieu of Taxes (PILOT)

Payment that a property owner not subject to taxation makes to a government to compensate it for services that the property owner receives that normally are financed through property taxes.

Pension (and other employee benefit) Trust Funds

Fiduciary fund type used to report resources that are required to be held in trust for the members and beneficiaries of pension plans, OPEB plans, or other employee benefit plans.

Glossary

Permanent Funds

Governmental fund type used to report resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the reporting government's programs (for the benefit of the government or its citizens).

Principal

The face value of a bond, payable on stated dates of maturity.

Private-Purpose Trust Funds

Fiduciary fund type used to report all trust arrangements, other than those properly reported in pension trust funds or investment trust funds, under which principal and income benefit individuals, private organizations, or other governments.

Proposed Budget

The budget originally proposed by the City Manager to the City Commission. Amendments are frequently made to the proposed budget to arrive at the adopted budget.

Proprietary Funds

Funds that focus on the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. There are two types of proprietary funds: enterprise funds and internal service funds.

Refunding

Issuance of new debt whose proceeds are used to repay previously issued debt. The proceeds may be used immediately for this purpose (a current refunding), or they may be placed with an escrow agent and invested until they are used to pay principal and interest on the old debt at some later date (an advance refunding).

Reimbursements

Transactions that constitute reimbursements to a fund for expenditures or expenses initially made from it.

Resolution

A Special or temporary order of the City Commission. Requires less formality than an ordinance.

Restricted Fund Balance

The portion of the net position of a governmental fund that represents resources subject to externally enforceable constraints.

Restricted Net Position

One of three components of net position that must be reported in both government-wide and proprietary fund financial statements. It consists of restricted assets reduced by liabilities and deferred inflow of resources related to those assets. Generally, a liability or deferred inflow of resources relates to restricted assets if the asset results from a resource flow that also results in the recognition of a liability/ deferred inflow of resources or if the liability will be liquidated with the restricted assets reported.

Glossary

Retained Earnings

An equity account reflecting the accumulated earnings of a proprietary fund.

Revenue

An increase in the net current assets of a governmental fund type. (2) Increases in the net total assets of a proprietary fund type.

Revenue Bonds

Bonds whose principal and interest are payable exclusively from earnings of a proprietary fund.

Sales Tax

A general tax on sales levied on persons and businesses selling merchandise or services in the city limits on a retail basis.

Single Audit

Audit designed to meet the needs of all federal grantor agencies and performed in accordance with the Single Audit Act of 1984 (as amended) and Office of Management and Budget (OMB) *Circular A-133 Audits of States, Local Governments, and Non-profit Organizations*.

Special Revenue Fund

Governmental fund type used to account for the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects and exclusive of resources held in trust for individuals, private organizations, or other governments.

Strategic Plan

A document used to communicate with the organization the organizations goals, the actions needed to achieve those goals and all of the other critical elements developed during the planning exercise.

Tap Fees

Fees charged to join or to extend an existing utility system.

Tax Abatement

The full or partial exemption from ad valorem taxes for a specified time of certain real property located in a designated zone and for economic development purposes.

Tax Levy Ordinance

An ordinance through which taxes are levied.

Tax Rate

The amount of tax levied for each \$100 of taxable value.

Tax Roll

The official list showing the amount of taxes levied against each taxpayer or property.

Taxes

Compulsory charges levied by a government to finance services performed for the common benefit.

Glossary

Texas Commission on Environmental Quality (TCEQ)

A regulatory body of the State of Texas regulating and establishing environmental procedures relating to the use of natural resources.

Texas Municipal Retirement System (TMRS)

The retirement system which provides retirement coverage and benefits administration to over 600 municipal entities in the State of Texas. The TMRS was created by the Texas Legislature and is governed by a board, which is appointed by the Governor, with the advice of the State Senate.

Unassigned Fund Balance

The difference between total fund balance in governmental fund and its nonspendable, restricted, committed, and assigned components.

Unavailable Revenue

Resource inflows that do not qualify for recognition as revenue in a governmental fund because they are not yet considered to be available.

Unencumbered Appropriations

Portion of an appropriation remaining after the deduction of expenditures and encumbrances.

Unearned Revenue

A liability for resources obtained prior to revenue recognition.

Unrestricted Fund Balance

The difference between total fund balance in a governmental fund and its nonspendable and restricted components.

Unrestricted Net Position

One of three components of net position that must be reported in both government-wide and proprietary fund financial statements. It is the difference between total net position and its two other components (net investment in capital assets and restricted net position).

User Charges

The payment of a fee for direct receipt of a public service by a party benefiting from the service (e.g. water and sewer fees).

Voter-approval tax rate

The voter approval tax rate is the highest tax rate that the City may adopt without holding an election to seek voter approval of the rate.

Working Capital

For enterprise funds, the excess of current assets over current liabilities.

Acronyms

A

ACM: Assistant City Manger
 ADA: Americans with Disability Act
 AED: Automatic External Defibrillator
 AFG: Assistance to Firefighters Grant
 ARB: Appraisal Review Board

B

B & B: Bed and Breakfast
 BAN: Bond Anticipation Note

C

CAFR: Comprehensive Annual Financial Report
 CD: Certificate of Deposit
 CDBG: Community Development Block Grant
 CDL: Commercial Driving License
 CID: Criminal Investigative Division
 CIP: Capital Improvement Plan
 CJD: Criminal Justice Division
 COG: Council of Governments
 CPAC: Comprehensive Planning Advisory
 CPI: Consumer Price Index

D

DCR: Development Corporation of Richmond
 DPSI: Downtown Public Spaces Improvement

E

ED: Economic Development
 EMC: Emergency Management Coordinator
 EMS: Emergency Medical Supply
 EMT: Emergency Medical Technician
 EOC: Emergency Operations Center
 ETJ: Extra-territorial Jurisdiction
 ETR: Effective Tax Rate

F

FBC: Fort Bend County
 FEMA: Federal Emergency Management Agency
 FLSA: Fair Labor Standards Act
 FTE: Full Time Equivalent
 FY: Fiscal Year

G

GAAP: Generally Accepted Accounting Principles

GASB: Governmental Accounting Standards Board
 GFOA: Government Finance Officers Association
 GIS: Geographical Information Systems
 G/L: General Ledger
 GO: Certificate of General Obligation
 GPS: Global Positioning System
 GRP: Groundwater Reduction Plan

H

HGAC: Houston Greater Area Council
 HOA: Homeowner's Association

I

I & S: Interest and Sinking
 IT: Information Technology
 ISO: Insurance Service Office

L

LCISD: Lamar Consolidated Independent School District
 LOGIC: Local Government Investment Cooperative

M

M & O: Maintenance and Operations
 MGD: Million Gallons per Day
 MPA: Master of Public Administration
 MUD: Municipal Utility District

N

NIBRS: National Incident-Based Reporting System
 NIMS: National Incident Management System

O

OJP: Office of Justice Program
 OPEB: Other Postemployment Benefits

P

PILOT: Payment in Lieu of Taxes
 PM: Preventative Maintenance
 PPC: Public Protection Classification
 PPV: Police Pursuit Vehicle

Acronyms

S

SAFER: Staffing for Adequate Fire Emergency Response
SCBA: Self Contained Breathing Apparatus
SHSP: State Homeland Security Program
SQL: Structured Query Language
SSO: Sanitary Sewer Overflow

T

TBD: To Be Determined
TCEQ: Texas Department on Environmental Quality
TCLEOSE: Texas Commission on Law Enforcement Standards and Education
TCOLE: Texas Commission on Law Enforcement Education (Formerly TCLEOSE)
TEXPOOL: Texas Local Government Investment Pool
TML: Texas Municipal League
TMRS: Texas Municipal Retirement System
TxDOT: Texas Department of Transportation

W

WFBMD: West Fort Bend Management District
W/S: Water and Sewer
WW: Waste Waster
WWTP: Wastewater Treatment Plant