

CITY OF AMARILLO, TEXAS

Annual Budget

FISCAL YEAR 2018-2019



Texas Local Government Code Section 102.007 Notice

This budget will raise more revenue from property taxes than last year's budget by an amount of \$1,239,167 which is a 2.80 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$734,270.

The record vote of each member of the governing body by name voting on the adoption of the budget as follows:

FOR: Mayor Ginger Nelson, Councilmember Elaine Hays, Councilmember Freda Powell, Councilmember Eddy Sauer and Councilmember Howard Smith
AGAINST: None
PRESENT and not voting: None
ABSENT: None

The municipal property tax rates for the preceding year and current year are as follows:

	Preceding Fiscal Year	Current Fiscal Year
Property Tax Rate	\$0. 36364	\$0.36838
Effective Tax Rate	\$0. 33569	\$0.36186
Effective Maintenance and Operations Tax Rate	\$0. 49278	\$0.49919
Rollback Tax Rate	\$0. 39929	\$0.41271
Debt Tax Rate	\$0. 04146	\$0.04703

The total amount of debt obligation as follows:

City of Amarillo Debt Obligation	Principal	Interest
2009 General Obligation	\$440,000	\$ 68,163
2010 Certificate of Obligation	67,000	29,367
2017 Refunded General Obligation	1,280,000	543,800
2017 General Obligation	520,000	769,819
2017 Certificate of Obligation	485,000	193,325
2018 General Obligation	445,000	905,521
	3,237,000	2,509,995
Fiscal Agent Fees		7,500
Total Debt Obligation		\$5,754,495





ANNUAL BUDGET

October 1, 2018 - September 30, 2019

CITY OF AMARILLO, TEXAS

MAYOR

Ginger Nelson

COUNCILMEMBERS

Elaine Hays

Freda Powell

Eddy Sauer

Howard Smith

CITY MANAGER

Jared Miller



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Amarillo
Texas**

For the Fiscal Year Beginning

October 1, 2017

Christopher P. Morill

Executive Director

**CITY OF AMARILLO
ANNUAL BUDGET**

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CITY OF AMARILLO

READER'S GUIDE TO THE BUDGET

In order to avoid preparing multiple documents, this document is prepared for several different types of users. By far, the budget is our most frequently used internal financial document. The budget is often used by elected officials and City staff. The document is sufficiently detailed to be used by City staff and our elected officials in their normal job duties.

Some external users may feel the overall document is too detailed. To help mitigate this level of detail, certain sections of the budget contain more summary information and give a good overall picture of the budget, the budget process, the organization, and the community. The following sections give a good overview of the budget: Transmittal Letter and Policy Statements, Capital Projects, Debt Service, and Community Profile. Also, terms and acronyms used in the budget are defined in the Glossary.

A great deal of information is contained in the Transmittal Letter and Policy Statements section of the budget. First, this section contains the transmittal letter from the City Manager to the Mayor and Council. The transmittal letter addresses budget highlights and gives a good overview of the budget. In this section the reporting entity is defined along with the basis of accounting. The long-term budget, financial, and organization policies are enumerated along with short-term priorities that were addressed in the budget. There is a description of the budget process and budget guidelines used in preparing the budget. A description and commentary of major revenue sources is also contained in the Transmittal Letter and Policy Statements section. The last part of this section includes budget changes and a brief discussion on the future outlook of our community.

Our Summary section contains an organization chart and a summary of resources and expenditures for all funds in total and in detail. The Summary section also contains several graphs including various revenues, tax collections, property values, and expenditures. The summary section has a three-year history of revenue by fund by revenue expenditures. The Summary section has a three-year history of revenue by fund by revenue category. A comparison of the new budget to current year's budget, and to last year's actual expense is listed by department by fund and the same comparison by expenditure category by fund. There is a narrative in the summary section that explains the category by fund. There is a table in the summary section that explains the relationship between the fund structure and the organization structure along with a budget comparison by organization by fund. Most of our graphs are contained in our summary section and it is designed to be liftable, meaning it could be taken out of the budget and stand on its own. In many instances, the Summary section is used in community presentations on the budget.

The Capital Projects section covers the major capital acquisitions for the upcoming year and should be of interest to both internal and external users of the budget. The Capital Projects section also contains narratives on the impact of Capital Projects on the operating budget. The Debt Service section contains information on all current bond obligations and future bond issues.

Our Community Profile section gives the reader of the budget a lot of general information about our City. The Community Profile contains information about our geographic location and climate, the history of our City and our local economy. Many quality of life topics are covered in our Community Profile such as local schools and higher education institutions, parks and other recreation activities, and medical facilities.

For readers who want more information, the individual department budgets contain narrative information on each department including the department's basic function and goals along with major changes and accomplishments. The departments' budgets contain a detailed staffing report and departmental budget allocation by program which gives our citizens an accounting of where funds are to be spent.





October 1, 2018

Honorable Mayor Ginger Nelson and Members of Amarillo City Council
509 S.E. Seventh Avenue
Amarillo, TX 79101

Dear Mayor Nelson and Members of the City Council:

Transmitted herewith is the City of Amarillo Annual Budget for Fiscal Year 2018/2019 (Budget). The Budget is balanced in accordance with the Amarillo City Charter and laws of the State of Texas.

The Budget totals approximately \$379.6 million, with \$254.1 million approved for operation and maintenance functions, \$87.4 million in capital, and \$38.1 million required to support existing debt service payments. The annual Budget is the most important policy document for consideration by the Council. It identifies required funding to deliver more than 250 programs and services to the citizens of Amarillo.

The 2018/2019 Annual Operating Budget is presented to Council as a program based budget, i.e. the various programs offered by City departments are presented with program descriptions and performance measures to define the level and quality of services delivered to Amarillo citizens.

This Budget represents maintenance of current service levels for more than 250 programs funded by the City. All programs have a demonstrated connection to the **BluePrint for Amarillo** and supporting Council pillars.

As experienced in previous years, the development of the Budget has been challenging, however, the Budget addresses enhancements to the public safety function and employee compensation. The sales tax revenues have been strong for the current year and are projected to increase by 2.4%. Taxable property values remain strong with a 2.8% increase for 2018. These sources of revenue make up the largest percentage of our funding for general government expenses. Every effort has been made to maintain current levels of service throughout the City with available revenues. The impact of increasing costs in several vital areas of commodities, materials, supplies, fuel, electricity and personnel have required we make some difficult choices to balance the Budget.

This Budget represents a \$19.9 million increase from the prior year. The Budget addresses the **BluePrint for Amarillo**. Budget enhancements focus on public safety and the continuation of year three of the capital improvement program. The current Budget includes funding for 11 police officers, six neighborhood police officer positions and five additional fire fighter positions. The 11 police officers positions were unfunded during the 2016/2017 fiscal year. The restoration of these budget dollars will increase the number of officers in the field. The addition of six neighborhood police officers will allow the Police Department to enhance the presence in area neighborhoods.

With the future expansion of Station #5 to a two-company station, the Fire Department will need 15 additional positions. The additional five fire fighter positions are year one of a planned three year staffing increase to provide for the additional personnel for the second company at Station #5. During the current year, the Department intends to use the additional personnel to help offset increases in overtime expenses.

CONSOLIDATED BUDGET

Our 2018/2019 budget is \$379.6 million; which is an increase of 5.5%, or \$19.9 million, as compared to our 2017/2018 budget of \$359.7 million.

The areas of specific increase/decrease in this budget are:

	FY 2017/2018	FY 2018/2019	% Change
General Fund Operating	\$ 175,047,602	\$ 185,751,940	6.12%
Water & Sewer Operating	50,513,047	51,800,039	2.55%
Capital Improvement Projects	88,556,457	87,368,647	-1.34%
Special Revenue Operating	22,819,677	24,180,939	5.97%
Fleet Services Operating	9,362,545	9,666,778	3.25%
Insurance Operating	29,237,400	31,732,143	8.53%
Debt Service	31,896,528	38,093,763	19.43%
Airport Operating	8,337,113	9,374,581	12.44%
Drainage Utility Operating	3,319,766	3,393,216	2.21%
Information Technology Operating	5,249,713	5,374,219	2.37%
Capital Transfers	966,124	2,819,904	191.88%
Less: Interfund Transfers	(65,580,671)	(69,982,933)	6.71%
Total Budget	\$ 359,725,301	\$ 379,573,236	5.52%

Municipal government is a service business and the predominant expense category in our Budget is always personnel and the associated employee salary and benefit expenses. Personnel costs comprise 43%, or \$162.7 million, of our 2018/2019 net Budget. The second largest category is Capital Improvement Projects at \$87.4 million, or 23%, of the net Budget. Debt Service accounts for 10%, or \$38.1 million, of the net Budget. Debt service expenditures include all funds. The Debt Service category includes a 19% increase which includes the anticipated debt service dollars associated with the voter approved general obligation debt, additional bond issues in both the Water and Sewer and the Drainage fund to address needed capital infrastructure projects and the debt service associated with the 2018

Hotel Occupancy Tax Revenue bonds, that are funding the construction of the multi-purpose event venue.

Property and Sales Taxes

For the 2018/2019 fiscal year, the property tax rate remained the same except for the \$0.00474 increase for the voter approved debt service associated with the approval of Proposition 1 and 2 during the November 8, 2016 bond election. The 2018/2019 rate is \$0.36838 per \$100 taxable value versus the 2017/2018 rate of \$0.36364. A historical review of the rate reflects that the City Council increased the property tax rate by one cent to \$0.32009 for the 2011/2012 fiscal year after three years with the same property tax rate and by \$0.02 in the 2013/2014 fiscal year, by \$0.005 in the 2014/2015 fiscal year and by \$0.00563 to \$0.35072 for the 2015/2016 fiscal year. The rate increases associated with 2017/2018 and 2018/2019 are directly related to the debt service portion of the tax rate. It is interesting to note that while the property tax rate and associated levy is often in the public eye, it raises less revenue than is required to operate only the Amarillo Police Department for the upcoming fiscal year.

The sales tax is the City's largest revenue source. Amarillo has long enjoyed a history of steadily increasing sales tax, which has offset our low property tax rate. However, in the 2016/2017 fiscal year the City saw receipts declining by 1%. We are pleased to note that the City is experiencing increased sales tax receipts for the current year and are estimating \$57 million, which is a trending up of 2.5%. Next year's estimate includes a 2.4% increase (\$58.4 million). The sales tax budget of \$58.4 million for the 2018/2019 fiscal year is not sufficient alone to fund the budgets for Public Safety. The City relies on multiple revenue sources to support General Fund operations.

Franchise Fees, User Fees and Charges

During this Budget, City staff analyzed and reviewed all funds. During the 2010/2011 fiscal year, the City issued water and sewer bonds to fund water rights purchases, as well as to participate in a CRMWA debt issue for the purchase of ground water rights. Funding of this debt service necessitated an 11% increase in the water and sewer rates. This rate increase was implemented over two budget cycles. Thus, rates were increased by 6% in the 2011/2012 budget, and 5% in the 2012/2013 fiscal year budget. In the 2013/2014 fiscal year, the City included a 2% rate increase. For the 2014/2015 fiscal year, the City included an increase in the fourth tier rates from \$4.65 to \$5.00 per 1,000 gallons. This rate increase only affected those customers that use over 50 thousand gallons a month. The City Council has approved a 3% water and sewer rate increase for the 2015/2016, 2016/2017 and the 2017/2018 fiscal year to offset additional debt services anticipated with new bond issues. The 3% rate increases in 2016/2017 and 2017/2018 funded the first two years of a \$140.0 million five-year Community Investment Program. The 2018/2019 budget includes an additional 3% water and sewer rate increase, which represents the third year of the five-year program. The City anticipates similar 3% rate increases over the next two years. The water rate structure is designed so that customers who only use water for domestic use still have very reasonable rates. A residential 10,000 gallon water user will have a monthly rate of \$32.21, which is very low compared to other Texas cities.

The Budget includes a 1.2% increase in the Solid Waste rates. This additional funding will allow the City to develop, secure, staff and operate two additional brush chipping sites. The current year 2017/2018 fiscal year budget and the 2018/2019 fiscal year budget each include a 4% Drainage fee increase to fund year three of the Council approved five-year Community Investment Program. It is anticipated that this will be the second of five 4% Drainage fee increases to fund the Community Investment Program.

Employee Staffing

The 2018/2019 Budget consists of 2,198 permanent and 366 part-time employee positions. Permanent positions have increased by 21 positions over the current year and part-time positions have increased by four. As reviewed previously, the Budget includes enhancements to Public Safety with funding for 17 police officers, including six new neighborhood police officer positions, and five firefighters. Animal Management and Welfare is adding two new positions to staff a spay and neuter clinic that is anticipated to be completed in 2019 and one additional position to help with adoptions. Environmental Health is adding two positions to implement the new grease trap permit and inspection program and one additional administrative position. The Photographic Traffic Enforcement Fund is adding a new program coordinator that will be funded by revenues from that fund. Drainage Utility is adding an Assistant Superintendant position, Airport is eliminating an Airport Operations Manager position, and Information Technology is adding a Special Projects Manager. The position for Information Technology will be used to manage implementation of the Tyler Technologies software currently underway. Below is a summary of the staffing changes for the 2018/2019 Budget:

Position Title	Department	Full Time
Adoption Specialist	Animal Management and Welfare	1
Veterinary Assistant	Animal Management and Welfare	2
Administrative Assistant III	Environmental Health	1
Environmental Technician	Environmental Health	2
Storm Water Inspector	Environmental Lab	1
Industrial Waste Inspector	Environmental Lab	-2
Firefighter	Fire Department	5
Police Officer	Police Department	6
Administrative Assistant IV	Public Health	1
Registered Nurse	Public Health	-1
Equipment Operator	Street	1
Van Operator	Transit	2
Program Coordinator	Photographic Traffic Enforcement	1
Drainage Utility Assistant Superintendent	Drainage	1
Airport Operations Manager	Airport	-1
Special Projects Manager	Information Technology	1
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Employee Compensation

- 1) Approval of year two of the Amarillo Police Officer Association Meet and Confer Agreement which addresses shift differential pay equal to 2.5% of base pay for night shift/weekend personnel;
- 2) 1% pay increase for civilian employees as pay-for-performance, based on annual evaluations;
- 3) 1% pay increase for Police and Fire employees; and
- 4) 1% lump sum payment for civilians and public safety.

The total cost of these pay plan improvements and benefits is \$3.4 million. Most of the cost (\$2.2 million) is in the General Fund.

Capital Improvement Program

The 2018/2019 capital budget is \$87,368,647. The voters approved, on the November 8, 2016 bond election, \$109 million for public safety and street improvements. The City continues the implementation

of these bond funded improvements over a five year period, with the third issue during 2019. The Budget includes year three of the Water and Sewer Community Improvement Program with an anticipated 3% increase in water and sewer fees for a bond issue to fund the Program, the third of five similarly planned increases. The Budget also includes year three of the Drainage Community Improvement Program with an anticipated 4% increase in drainage fees for a bond issue to fund the Program, the second of five similarly planned increases.

Future Priorities

The 2018/2019 Budget has prioritized enhancements to public safety. Going forward the City will need to identify additional budget dollars to address the maintenance of aging city facilities. As mentioned the staffing for the second company associated with Fire Station #5 includes 15 additional fire fighter positions. The City anticipates funding these positions over a three year period. During the 2019/2020 fiscal year the City anticipates the completion of a spay and neuter clinic for Animal Management and Welfare with estimated annual operating costs exceeding \$300,000. Funding for park facility improvement is limited. Going forward budget dollars will need to be identified to support the City park system. In 2016, the voters approved the issuance of \$89 million for Street improvements to be issued over a five year period with the last issuance in the 2021 fiscal year. Looking past 2021, the City will need to budget dollars to continue funding maintenance of the City street infrastructure.

Conclusion

Thank you each for your leadership of our City. I appreciate the extensive time and effort you undertake to study and understand the complexities of the varied operations of our organization. Your vision, guidance and service are invaluable and truly make Amarillo a great community! I want to thank you for the comprehensive review of the 2018/2019 budget process and thank the entire management team for their hard work in building the annual Budget. Difficult choices were made to ensure we can efficiently and effectively manage our resources to address Council priorities and to continue our commitment to serve the citizens of Amarillo.

Respectfully Submitted,



Jared Miller
City Manager

CITY OF AMARILLO

ENTITY AND BASIS OF ACCOUNTING

DEFINITION AND SCOPE OF THE ENTITY

The City of Amarillo was chartered in 1913 as authorized by a statute enacted by the Texas Legislature that year. It was the first city in Texas, and the fifth city in the United States, to adopt the commission-manager form of government. The principal governmental services of the City include: public safety and health, streets, sanitation, culture-recreation, mass transit operations, planning and zoning, and general administrative services. In addition, the City maintains the water and sewer system and the airport. For financial statement presentation, the City of Amarillo is considered the primary governmental unit for other reporting entities; however, none of those entities have been included in this budget presentation.

MISSION

Create the best environment possible for every Amarillo resident to find and achieve their potential for greatness.

OUR VISION

Building on our heritage, our vision for Amarillo is that of a community that is cohesive and competitive. These objectives will be met through developing the following:

Healthy, Vibrant Community: Where people feel safe, basic human needs are met, diverse educational opportunities are available, diversity is cultivated, citizens are interested, informed, and involved, the environment is clean and aesthetically appealing, and the arts, culture and recreational offerings flourish.

Sustainable, Diverse Economy: Where educational opportunities support and promote economic development, existing businesses are nurtured, the environment supports new business development, the community links globally and older neighborhoods remain vital.

Orderly Growth: Where regular investment in existing infrastructure and neighborhoods sustain their vitality, proper planning for new infrastructure protects and strengthens our quality of life and promotes economic development, national resources are sustained, and the essential values and visions of the community remain intact.

OUR CORE VALUES

- **Honesty and Integrity:** Commit to the highest standard of ethical and legal behavior.
- **Excellent Customer Service:** Recognize that we exist for our customers.
- **High Performance:** Instill pride and professionalism in the workplace and the community; demonstrate the quality and value of our work and results.
- **Openness and Teamwork:** Work together toward common goals, building on each others' strengths.
- **Respect for Diversity:** Cultivate a public awareness and appreciation for diversity within our community and organization.
- **Forward Thinking:** Identify trends, anticipate problems and develop innovative and cost-effective solutions; recognize that today's public policy decisions will determine tomorrow's community.

LONG RANGE GOALS AND ACTION STRATEGIES

The goals and recommended action strategies that follow were created by City Council along with the City Managers. Named 'BluePrint for Amarillo', the Council Pillars were authorized by City Council in March 2018. BluePrint for Amarillo sets the strategic direction the City of Amarillo will take in terms of focus, priorities and allocation of resources. By following a Community Engagement model, City staff will develop the processes to pursue the BluePrint for Amarillo's objectives in a way that can be measured. Many of the pillars are already underway while others require further staff evaluation or participation with partners in the private sector, educational institutions and other community groups.

CITY OF AMARILLO

City Council Pillars: Vision for the Future of Amarillo
<ul style="list-style-type: none">• Public Safety• Economic Development and Redevelopment• Civic Pride• Highly Educated Population• Fiscal Responsibility• Customer Service• Excellence in Communication• Transportation

PUBLIC SAFETY

Amarillo is among the safest cities in the nation and our police, fire, emergency medical, and emergency management statistics demonstrate leadership in each discipline. Our first responders are recognized throughout the nation as some of the most professional, most highly trained, and best equipped, offering training to other first responders on the best practices to build safer communities.

Our community is committed to enhancing public safety to ensure that Amarillo is regarded as one of the safest communities in the nation. To meet this objective, our community leaders have recognized that we must build innovative and enhanced public safety programs to address critical issues that are instrumental to building a safer community. Focus must be placed on addressing the City Council framework for public safety by...

- Reducing our City's crime rate, domestic violence rate, and traffic accidents, especially those resulting in fatalities;
- Implementing neighborhood policing programs in disadvantaged areas of the community; and
- Addressing budget issues within public safety departments to meet the demands of a growing community.

In addition to the core elements of the public safety pillar, our community must continue to make strides in addressing the hub issue of poverty that contributes to health and disease issues, drug and alcohol abuse, domestic violence, and child abuse. Even though poverty rates have improved nationally and statewide, they continue to be a significant and generational issue for portions of our community. Addressing the hub issue of poverty through enhanced educational attainment, positive social programs, and living wage job opportunities will have a dramatic impact on enhancing public safety's ability to address framework objectives.

ECONOMIC DEVELOPMENT AND REDEVELOPMENT

Amarillo is the heart of the Panhandle – a pioneering ag-tech, life science, and manufacturing region that elevates businesses and families through quality education, infrastructure, and a multigenerational lifestyle.

The following strategic priorities are established to facilitate achieving the pillar objectives...

- Infrastructure: Amarillo is an attractive city – with infrastructure, planning and support systems in place that make it easy for businesses to grow and residents to get around.
- Innovation: Amarillo is a global center for agricultural and life science research – recognized for its pioneering spirit and culture of entrepreneurship.
- Quality of Life: Amarillo is a family-friendly community – rooted in Western heritage but offering modern housing, cultural, and recreational options for all ages.
- Marketing Amarillo: Residents of Amarillo celebrate their community, which is recognized as a top destination for businesses and skilled workers and their families.

CIVIC PRIDE

Every Amarillo citizen proudly owns our city and participates to identify and solve community problems. Citizens are empowered to innovate and implement their own solutions.

The following strategic priorities are established to facilitate achieving the pillar objectives...

CITY OF AMARILLO

- Improve Community Appearance and Beautification: We are proud of our community with a focus on improving community appearance and promoting beautification.
- Embrace Culture, Arts, and Recreation: Our community embraces the diversity of our neighborhoods, promoting unique experiences that highlight art, entertainment, and recreation.
- Increase Volunteerism: Encourage citizens to participate through philanthropy, volunteerism, or getting involved in City government.
- Enhance Health and Wellness: As a community we recognize disparities in the health and wellness of our citizens. We aspire to be more proactive in addressing these disparities by promoting healthy behaviors, improving infant health, and reducing risky sexual behavior and teen pregnancy rates in our community.
- Reduce Poverty: As previously listed, our community must continue to address the hub issue of poverty. As part of Civic Pride, our community must embrace positive social programs that assist in reducing poverty rates and ending homelessness.

HIGHLY EDUCATED POPULATION

Every Amarillo citizen values learning, especially post-high school learning. We create unique, local learning opportunities, and students come from around the world to study and live in Amarillo.

As a community we hold that educational attainment is the pathway to unlocking Amarillo's potential. Nearly every piece of research on the topic holds that the more formal education you have, the more opportunity that exists for you over time. Promoting educational attainment will reduce poverty and enhance workforce development, positioning Amarillo for future growth. Our community is committed to the goal of every Amarillo citizen earning their high school diploma or equivalent. Further, we are committed to partnering with the No Limits No Excuses program to promote postsecondary educational opportunities to fuel our community's future success.

This pillar encompasses two major components: an external focus on improving educational attainment in the community at large and an internal focus on expanding opportunities for City of Amarillo employees to achieve goals related to education and professional development.

FISCAL RESPONSIBILITY

Amarillo responsibly manages its finances and resources with transparency.

The following strategic priorities are established to facilitate achieving the pillar objective...

- Enhance transparency and accountability in the stewardship of public funds.
- The City budget serves as a policy document for the City Council. Annual review and revision by City Council allow the City to address Council priorities during the budget process.
- Financial policies are the framework for the fiscal management of the City of Amarillo. The City of Amarillo strives for best practices in financial policies.
- Budget process that ensures effective communication to the City of Amarillo citizens.
- Budget process that addresses budget challenges and opportunities, allowing the City to adapt quickly to changing economic and financial conditions.

CUSTOMER SERVICE

Our city lives by the Golden Rule. Every citizen, student, employee, business, non-profit organization and school applies the Golden Rule to achieve excellence in customer service. Businesses model their training by Amarillo standards.

The following strategic priorities are established to facilitate achieving the pillar objective...

- Identify who our customers are, and the unique needs of each group.
- Develop a customer service motto/slogan to be used organization-wide.
- Establish a benchmark and evaluate our organization against the benchmark.
- Utilize technology to ensure effective and efficient customer service experiences.
- Initiate customer service trainings to encourage consistent customer experiences across the organization and provide customized trainings to address specific departmental needs.
- Create processes and policies that facilitate clear communication with all customers, including follow-up after customer service encounters.

EXCELLENCE IN COMMUNICATION

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Amarilloans constantly think about improving communication and innovate new methods for communication, which leads to success in problem-solving and leadership opportunities.

The following strategic priorities are established to facilitate achieving the pillar objective...

- **Communication:** Enhance communication to be proactive and prompt, building relationships with media partners and key stakeholders, to get accurate and timely information to the public.
- **Marketing:** Develop a marketing capability to produce quality multi-media products that enhances communication and promotes City programs.
- **Networking:** Build relationships, applying innovative methods as needed, to better communicate our community's message to the public and beyond.
- **Technology:** Utilize technology to enhance our messaging and create a communications ecosystem that promotes our community.

TRANSPORTATION

Amarillo embraces its aeronautics history and focuses on developing the best transportation systems for its citizens.

The following strategic priorities are established to facilitate achieving the pillar objective...

- **Community Focused Customer Service:** Communicate with the community to learn from past success and strive to meet current and future needs.
- **Management Best Practices:** Efficiently manage the existing transportation system and be prepared to implement future plans.
- **Long-Term Planning:** Address the future needs and future liabilities of the community and make the best use of existing and proposed capital funding.
- **Economic Development:** Identify opportunities for the transportation network to provide for community growth and mutual benefit to the private and public sectors.
- **Community Mobility:** Consider all aspects of the transportation network and coordinate the interaction of the largest to the smallest infrastructure to the benefit of the community.

BASIS OF PRESENTATION - FUND ACCOUNTING

Fund Accounting:

The City's accounting and financial reporting are in accordance with methods prescribed by the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA). The accounting policies of the City of Amarillo conform to generally-accepted accounting principles applicable to governmental entities. Accordingly, the accounts of the City are organized on the basis of funds and account groups. Each fund is considered a separate accounting entity. Funds are used in governmental accounting to segregate sources and uses of monies. The operations of each fund are accounted for with a separate set of accounts. The fiduciary funds are not included in the budget since they are not subject to appropriation and are governed by a separate trust document or board. In addition to the above-described fund accounting structure, we make several adjustments to build the entity-wide financial statements required by GASB statement 34 (GASB 34).

Governmental Funds:

General Fund: The General Fund is the general operating fund of the City and the City's most significant fund. It is used to account for all financial resources except those that are required to be accounted for in another fund. Most common City functions such as public safety, parks, library and administration are contained in the General Fund. Temporary grant programs that will ultimately have to be funded by the General Fund are included in the General Fund. These temporary grant programs usually provide full or partial funding of the program for a few years and are then incorporated into their normal General Fund budget.

Special Revenue Funds: Special Revenue Funds are used to account for the proceeds of specific revenue sources that are restricted for specified purposes. They are used mainly to budget and account for grants made to the City. Special Revenue Funds are also used to account for the transactions of the Public Improvement Districts (PID) organized in the city since those funds are earmarked for a specific purpose. The Court Technology Fund and the Court Security Fund are both Special Revenue Funds since their revenue can only be spent for a specific purpose. Special Revenue Funds also include our Housing Assistance Program, along with the Emergency Shelter and Supportive Housing, the Community Development Block Grant, the Summer Lunch Program, the Police Seized Property Funds, other law enforcement grants, the law enforcement and firefighter training grants, the Home

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Program, Hazardous Materials Transportation, and Urban Transportation Planning Grants, Public Health and Women, Infants & Children grant, and the Emergency Management Pantex Agreement in Principle (AIP) grant. The above grant funds are not subject to appropriation. The budget will be negotiated with the granting agency and accepted by the governing body when they approve the grant contract. The grant budgets are estimates presented to gain a better understanding of the City's entire financial picture. The PID budgets along with the Court Technology Fund, the Court Security Fund and the Police Seized Property Fund are subject to appropriation and approved by the City Council in the budget process.

Debt Service Fund: The Debt Service Fund is used to account for accumulation of resources for, and the payment of, general long-term debt-related costs. The City has three debt service funds. The General Obligation Bonds and our 2010 and 2017 Certificates of Obligation are supported by annual property tax assessments. The Certificates of Obligation Bonds issued for Public Improvement District improvements are supported by annual PID assessments and are reported in the Debt Service Fund. This City has used Certificates of Obligations to rebuild a golf course. Annual debt service associated with this bond is supported by golf revenue. Enterprise Funds debt obligation are recorded in, and provided by, revenues from that fund's business activities. Accordingly, Certificates of Obligation issued for Enterprise Fund activities are not budgeted in the Debt Service Fund. For additional information, we also include the payment schedule for the water and sewer debt. However, water and sewer bonded debt is budgeted and paid in the Water and Sewer Fund.

In keeping with our policy of funding long-term obligations on an annual basis, we have a separate debt service fund to provide for our sick leave and annual leave obligation.

Capital Projects Funds: Capital Projects Funds are used to account for financial resources to be used for the acquisitions or construction of major capital improvements and facilities. Approved Capital Projects are detailed in the Capital Projects section of the budget and include the General Construction Fund, the Street Improvement Fund, the Civic Center Improvement Fund, the Golf Course Improvement Fund, the Bivins Improvement Fund, the Animal Shelter Improvement Fund, and the Solid Waste Improvement Fund. Capital projects for Proprietary Funds (Enterprise and Internal Service Funds) would be budgeted in those individual funds.

Proprietary Funds:

Enterprise Funds: Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business. The intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis are financed or recovered primarily through user charges, or where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income, if appropriate, should be accounted separately for capital maintenance, public policy, management control, accountability or other purposes. Enterprise Funds are used to account for the activities in the airport, the drainage utility, and the water and sewer system.

Internal Service Funds: Internal Service Funds are used to account for the financing of goods or services, on a cost-reimbursement basis, for agencies of the City or for other governments. Internal Service Funds are used to account for the activities of the Fleet Services, Information Technology and the City's self-insurance activities.

Basis of Accounting/Budgeting:

The basis of accounting refers to revenues, expenditures or expenses being recognized in accounts and reported in the financial statements. All governmental funds listed above are accounted for using the modified accrual basis for financial reporting and for budget purposes. With the modified accrual basis of accounting, revenues are recognized when they become measurable and available as current assets. For example, sales taxes are considered "measurable" when in the hands of the State Comptroller and are recognized as revenue at that time. Other major revenues that are subject to accrual include utility franchise taxes, intergovernmental revenues, interest, rentals, and intercity charges. Waste collection fees are recorded as revenue when billed. Major revenues that cannot be accrued include hotel occupancy taxes, licenses, permits, fines and forfeitures. Property taxes projected to be collected within 60 days after year-end are considered to be available in the current fiscal year.

For a governmental fund, capital would be recorded as expenditure in the governmental fund and recorded as an asset in the general fixed assets group of accounts. On the entity-wide financial statements required by GASB 34, we would recognize the depreciation on the general fixed assets in their corresponding activity. GASB 34 requires several adjustments to full accrual accounting and has a consolidated view by activity without regard to fund type. In the governmental funds (above), expenditures are recognized when the related liability is incurred; however, budgets are encumbered when contracts are awarded. Governmental funds accumulated unpaid vacation and sick pay are recorded as liabilities on the entity-wide financial statements and not at the fund level.

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All proprietary funds listed above are accounted for using the accrual basis of accounting. Their revenues are recognized when they are earned, and their expenses are recognized when they are incurred. The liability for compensated absences is recorded as an operating expense when incurred and reported as a liability on the balance sheet for the applicable fund. In a proprietary fund, a capital expenditure would be recorded as an asset on the balance sheet of the proprietary fund and depreciated over its useful life.

As previously mentioned, we used the modified accrual method for both accounting and budgeting in the governmental funds. However, we operate with two types of capital budgets: nominal capital and capital projects. Nominal capital is defined as capital items under \$25,000. The nominal capital is budgeted in a department's operational budget in both governmental and proprietary funds. For a governmental fund, nominal capital would be recorded as an expenditure in the governmental fund and recorded as an asset in the general fixed assets group of accounts.

For the proprietary funds, we also budget nominal capital and depreciation in the operating budget of the department. The large capital purchases are budgeted in the capital projects budget. Depreciation is estimated on existing assets and large projects anticipated to be in service in the upcoming year. In determining proprietary funds available resources, both the nominal capital (which is included in the operating budgets) and capital projects would be shown as expenditures. However, depreciation would be shown as a reduction of expenditure since it is a non-cash item. As previously mentioned, all capital items (both nominal capital and capital projects) would be recorded as assets on the balance sheet of the proprietary fund and depreciated over their useful life for accounting purposes.

It should be noted that the budget of a proprietary fund is a management tool as opposed to a legally adopted appropriation of funds. For lack of a better term, the budgets of the proprietary funds are a hybrid, using elements of full accrual and elements of modified accrual. Like the modified accrual, capital purchases are budgeted, but depreciation is also budgeted (full accrual). We feel this method of budgeting proprietary funds gives management the control to manage the departmental expenditures.

Another important difference in our method of accounting and budgeting is in the fiduciary funds. We do not budget fiduciary funds since they are not available for appropriation by our governing body. A trust document or other governing body governs fiduciary funds.

FINANCIAL POLICIES

The purpose of the City of Amarillo's financial policies is to establish and maintain effective long-term management of the City's financial resources. As a result of the City's financial policies, the City should be able to retain a sound financial condition, retain favorable bond rating to provide future generations with the ability to borrow capital at favorable interest rates, and balance the needs of communities with their ability to pay. A more detailed explanation of the City of Amarillo's Financial Policies will follow the summary below.

SUMMARY OF FINANCIAL POLICIES

- Maintain a balanced budget
- Maintain an adequate tax rate comparable with similar cities
- Maintain budgetary control over revenue and expenditures
- Stabilize rates and fees
- Charge user fees to cover at least a portion of the cost of a service
- Provide reserves for unforeseen items
- Charge administrative services to grants and proprietary funds
- Process General Fund payments from the Water and Sewer System
- Only request grant funding when the purpose of the grant is consistent with the goals of the City of Amarillo
- Plan and make capital acquisitions in an orderly fashion
- Provide debt financing when needed
- Adhere to a prudent Investment Policy
- Make annual provisions of long-term obligations
- Maintain a minimum number of funds to report the activities of the City of Amarillo

Balanced Budget:

The City of Amarillo will develop a balanced budget for all funds subject to appropriation. Current resources (current revenues plus appropriated reserves) will equal or exceed budgeted expenditures. Long-term debt will not be used to fund current operating expenses. Moreover, non-recurring resources will only be used to fund non-recurring expenditures.

Tax Rate:

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The tax rate should be comparable with similarly sized Texas cities and should be adequate to produce the revenues needed for traditional City services included in the City of Amarillo's General Fund. Also, the City strives not to exceed the rollback rate as computed in the Truth in Taxation calculations. The City grants an \$8,600 / age 65 exemption or disability exemption. Moreover taxes are frozen for age 65 or disability.

Annual Budget and Budgetary Control:

The City will prepare a detailed budget for public hearings that delineates the sources and uses of funds. The City will be prudent in preparing the annual budget. The City will seek to prepare a conservative budget where revenue estimates are reasonably attainable and not aggressive. Expense budgets should also be reasonable, but should also provide for unforeseen expenditures. Year-end excess of revenue over expenditures not needed for reserve requirements will be used to finance the City's capital requirements in subsequent years in accordance with the City's pay-as-you-go financing of capital. The City will establish and maintain a traditional line-item budget as one of management's means of monitoring both revenue and expenditures throughout the fiscal year.

Rate Stability:

The City strives to not have large rate increases in taxes or other user fees and charges. When possible, large rate increases should be anticipated and phased-in gradually to be less burdensome on our constituents.

User Fees:

In order to minimize the cost of services to our citizens in the form of property taxes, user fees will be used to recoup the cost of services to the extent economically possible. When it is not practical to offset the entire cost of a service with user fees, the City will charge a fee for the service to partially offset the cost. While not restricted to the budget process, user fees are reviewed as a part of the budget process.

The City will adopt annual utility rates that will generate revenues adequate to provide for operations of the system including depreciation, legal requirements of bond covenants, capital replacement and expansion of the system.

Reserves:

The City seeks to maintain reserves, which should be sufficient to provide financing for capital or special projects and meet unforeseen contingencies such as lawsuits, tax roll tie-ups, fluctuations in sales tax, receipts from the city-owned utilities, and other fiscal emergencies. While many cities enjoy the stability of the majority of the revenues being generated by property taxes, most of the City of Amarillo's revenues are heavily dependent on the local economy (e.g., sales tax) and/or are weather-related (utility charges and franchise taxes). The City of Amarillo has enjoyed overall growth in its revenues. However, due to the potential volatility of the City's major revenue sources, the overall revenue and corresponding fund balances are more vulnerable than a city then that of a city that is more dependent on property taxes as its major revenue source. Accordingly, the target reserve balance for the General Fund would be about three months of the current operating budget. For proprietary funds, the target reserve balance would be three months of the operating budget plus at least one year's capital. If large capital needs are anticipated in the near future, reserves may be accumulated to provide for at least a portion of the needed financing. For the Public Improvement Districts maintained by the City, the long-term reserve would also be at least three months operating expenses and could also have a capital replacement reserve. General Fund balances greater than needed for the purposes stated above are transferred to Capital Projects funds in our normal budgetary process to provide for current and future capital needs.

In calculating reserves, the City of Amarillo uses "Available Funds" as opposed to Fund Balance. With Available Funds, the City only includes those items readily convertible to cash, less liabilities and encumbrances. The main items excluded from Available Funds would be inventories and unrealized changes in the value of investments. Inventories should remain at about the same levels from year to year and would not be available for appropriation. The City generally holds investments to maturity and temporary increases or decreases in the value of these investments are not germane to the budget process. Since the calculation is different from Fund Balance, the actual beginning of the year calculation is included on the "Summary of Resources and Expenditures" presentation.

General and Administrative Charges:

The General Fund should be compensated by all enterprise funds and internal services funds for the administrative services provided, such as management, finance, personnel and other general administrative costs. Also, to the extent allowable by the granting agency, the City will recoup all allowable indirect costs to compensate the City for administration of the various grant programs. For grants, the administrative fee takes the form of indirect costs. These costs are derived from our indirect cost allocation plan, which is developed in accordance with Federal Cost Principals for allocating overhead costs. For City

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functions, the administrative fees are derived from a modified version of our Indirect Cost Allocation Plan. The Indirect Cost Plan is modified to recognize the General Government Expense, which is mainly the Mayor and City Council portion, along with the administrative costs associated with the Mayor and City Council. The Mayor and City Council set policy for the entire organization and these costs are recognized in our modified Indirect Cost Plan.

General Fund Payments from the Water and Sewer Utility and the Drainage Utility:

The Water and Sewer Utility is operated in a manner similar to a Public Utility. Accordingly, the Water and Sewer Utility makes corresponding payments to the City of Amarillo General Fund that a private utility would be required to make. The Water and Sewer Utility makes payments in lieu of tax payments for property taxes and franchise taxes. Consistent with our above policy on administrative charges, the Water and Sewer Utility also reimburses the City for administrative costs associated with the Water and Sewer Utility.

The payment in lieu of property tax is calculated on the estimated property value of the Water and Sewer System at the current tax rate including the half percent sales tax in lieu of property tax rate. The payment in lieu of franchise tax is calculated in a similar manner as our telephone franchise tax, which is a per line charge. The Water and Sewer Utility pays the General Fund a per account charge on each water and sewer account monthly. The rate is adjusted annually for increases in inflation as measured by the Consumer Price Index and any increase in water and sewer rates. The account charge reduces weather-related fluctuations in payments and makes the payment more predicable for both the General Fund and the Water and Sewer Utility.

It should be noted that the General Fund pays the Water and Sewer Utility for water and sewer service. In fact, the City of Amarillo is one of the larger Water and Sewer Utility customers. Likewise, the City pays a drainage fee to the Drainage Utility, and the Drainage Utility pays an administrative fee to the City.

Grant-in-Aid Policy:

The securing and/or approval of federal and state assistance will be based on the following criteria:

- What benefit does the project have to the community?
- What will be the future impact to the city due to acceptance of the funding, and what is the level of local funding?
- How does the project relate to current operations and/or other future plans of the organization?
- With very few exceptions, grants are expected to pay their fair share of overall City administrative costs in the form of the indirect cost rate.

Capital Acquisition/Improvement Policy:

The City will plan and budget for the replacement of equipment and capital assets as the need arises. Minor capital replacement items will be planned for and provided in the department's operating budget. Capital replacements should be limited to items that are no longer functional, unable to be repaired, not economically repairable, or a safety hazard. Once the item is replaced, it is generally sold by auction.

Planning for major capital improvements is on a five-year basis and is updated annually. The City uses pay-as-you-go financing of capital acquisitions where feasible. When debt is needed to finance capital assets, the City strives to schedule bond issues so that level payments are made each year over the life of the issue and the term of the financing does not exceed the useful life to the asset.

The City of Amarillo prioritizes the funding of capital improvement projects on the basis of a five-year Capital Improvement Plan. A capital improvement is any expenditure for the purchase, construction, replacement, expansion, or major renovation of the physical assets of the city when the project is relatively expensive (\$25,000 or greater), long-term and permanent. Some common examples are streets, libraries, traffic signal systems, fire stations, additional trucks, and water and sewer lines. Capital needs of less than \$25,000 (minor replacement items) are provided for in the department's annual operating budget. The approved projects for the first year of the five-year capital improvement program are incorporated in the City's budget in the "Capital Projects" section of the budget. The functions of the Capital Improvement Program are as follows:

1. Planning for the eventual replacement of capital items and estimating the cost of replacement;
2. Scheduling all capital projects over a fixed period with appropriate planning and implementation;
3. Budgeting priority projects and developing revenue sources for proposed improvements;

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4. Coordinating the activities of various departments in meeting project schedules;
5. Monitoring and evaluating the progress of capital projects; and
6. Informing the public of projected capital improvements.

The following questions are considered when justifying a project:

1. What is the relationship of the project to the progress of the entire city?
2. Is this project part of a large program? How does the project relate to the goals of the program?
3. How many citizens will be helped by it? How many citizens will be harmed or inconvenienced if the project is not considered?
4. Will it add to the value of the surrounding area? Will it increase the valuations of local property?
5. Will it increase the efficiency of the performance of a service? Will it reduce the ongoing costs of a service or facility?
6. Will it provide a service required for economic development of the community? What improvements would be of the most value in attracting commercial and industrial firms?
7. Is this project required to complete a major public improvement?
8. Will rapid urban growth in the area of the proposed project increase the costs of land acquisition if the project is deferred?
9. Is the project well identified by the citizens? Does it have established voter appeal?
10. Is the project needed to protect public health or safety?

Consistent with the City's philosophy on user fees, the City passes a portion of the cost of extending utilities and improvements in subdivisions to developers of the subdivisions rather than to the general public. Additionally, where the levels of desired city services are beyond the norm for a subdivision, Public Improvement Districts have been created to provide enhanced services without burdening the entire community.

Capitalization Policy:

Factors to be considered in determining items to be capitalized are as follows:

1. The expected normal useful life is greater than one year.
2. The item has a unit cost of \$5,000 or more. Unit cost should include any charges for freight or installation.
3. The capital cost of an integrated system, such as a personal computer, should be capitalized as one unit, including all the applicable costs to make the unit function properly.

Debt Policies:

The City of Amarillo prefers to finance capital acquisitions and improvements on a pay-as-you-go basis. Generally, year-end excess of revenue over expenditures are earmarked for future capital needs and transferred to capital project funds in our governmental funds during the budgetary process. For proprietary funds, the excess of current revenues over operating expenses and debt service will be used for capital expenditures. When capital needs exceed funding of a pay-as-you-go basis, debt will be issued. The City will not use long-term debt to finance current operations. The level of indebtedness the City can reasonably expect to incur is analyzed to make sure that the City's high credit standing is not jeopardized. Accordingly, long-term debt will be used only for capital projects (replacements, expansions, improvements, and acquisitions). Short-term debt will be used only as interim financing for projects that will result in capital improvements.

When debt is issued, the City of Amarillo will employ competent financial advisors and bond counsel. The City shall use a

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competitive bidding process in the sale of debt unless the use of a negotiated process is warranted due to market timing requirements (refunding), or a unique pledge or debt structure. The City will award competitively issued debt on a true interest cost (TIC) basis. The general policy of the City is to establish debt repayment schedules that use level annual principal and interest payments. The City will not enter into derivative transactions. The financing of the project should not exceed the useful life of the improvement. However, maturity schedules can be modified in a refinancing to level out debt service payments, including extending maturities. The capital acquisition or improvement should benefit future citizens. Where possible, the City will use self-supporting bonds instead of General Obligations Bonds to finance projects. However, the City will issue combination tax and revenue Certificates of Obligations as a credit enhancement to what would otherwise be a revenue bond. All debt will be soundly financed by conservatively projecting revenue sources utilized to pay debt. For revenue bonds, the net revenues available for debt service should be at least 1.25 times the average annual principal and interest requirements of the revenue bonds. The City will structure debt repayment schedules to achieve level debt service payments and avoid debt that provides for balloon payments. The City of Amarillo maintains a good rapport and communication with bondholders and rating agencies at all times and follows a policy of full disclosure on every financial report. Currently, all bonded debt for the City's Water and Sewer System and the Drainage Utility Fund is solely supported by the revenues of the Water and Sewer System and the Drainage Utility Fund respectively. The Certificates of Obligation debt issued for the Public Improvement Districts are fully supported by Public Improvement District assessments.

The City prefers to maintain its records in its electronic document management system. The City will maintain the following records for as long as the bonds are outstanding plus three years after the final redemption date of the bonds:

- Basic records relating to the bond transaction (including the trust indenture, loan agreements, and bond counsel opinion);
- Documentation evidencing expenditure of bond proceeds;
- Documentation evidencing use of bond-financed property by public and private sources (i.e., copies of management contracts and research agreements);
- Documentation evidencing all sources of payment or security for the bonds; and
- Documentation pertaining to any investment of bond proceeds (including the purchase and sale of securities, SLGs subscriptions, yield calculations for each class of investments, actual investment income received the investment of proceeds, guaranteed investment contracts, and rebate calculations).

The City will issue debt so that the proceeds from the issuance reasonably match the amount needed to fund the project, including reserve requirements and issuance costs. Accordingly, the City will utilize premiums and/or discounts on various serial maturities to meet its funding goal. However, Recovery Zone Development Bonds and Recovery Zone Facilities Bonds will be issued at par. Other Build America Bonds (BABs) will be issued at par or at a discount. The limitation on premiums on Recovery Zones Bonds will be provided in all offering documents of the proposed bonds. Before a bond offer is presented to the City Council, the City Financial Advisor and Bond Counsel will review the offer for compliance with all applicable laws and regulation. Advance refunding and forward delivery refunding transactions for savings should be considered when the net present value savings as a percentage of the par amount of refunded bonds is at least 3%. Current refunding transactions issued for savings should be considered when the net present value savings as a percentage of the par amount of refunded bonds is at least 2%. From time to time, the City may also issue refunding debt for purposes of restructuring debt, changing covenants, and/or changing the repayment source of the bonds. Such purpose should be specifically recognized by City Council.

Issuance costs, and a reasonably required reserve, can be paid from bond proceeds. In determining a reasonably required reserve fund for purposes of this provision, the rules under § 148(d)(2) will apply. The balance of bond proceeds can only be used for capital (as defined in Treas. Reg. § 1.150-1(b)). An eligible financing of capital expenditures includes a reimbursement of capital expenditures under the reimbursement rules contained in Treas. Reg. §1.150-2.

Up to 2% of the proceeds from the Build America Bonds will be used for issuance costs and a reasonably required reserve fund could be funded from the bond proceeds. In determining a reasonably required reserve fund for purposes of this provision, the rules under §148(d)(2) will apply. The balance of the proceeds (100%) will only be used for capital improvements (as defined in Treas. Reg. §1.150-1(b)). An eligible financing of capital expenditures includes a reimbursement of capital expenditures under the reimbursement rules contained in Treas. Reg. §1.150-2.

Bonds will only be issued in an amount that can reasonably be spent within the three-year temporary period. The project manager will receive monthly reports on the spending progress to comply with this rule.

The City will hire a competent firm to calculate the arbitrage rebate annually and prepare timely filings with the IRS. The corresponding liability, if any, will be adjusted annually on the City's financial statements for the proprietary funds and be recorded as a GASB 34 adjustment in the Government Wide Financial Statements, if material. The firm will also monitor the spending on all issues that still have bond proceeds for yield restriction.

The refundable credit reported on Form 8038-CP will be prepared by the City and submitted to the IRS. The City intends to

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issue fixed rate debt. Accordingly, the 8038-CP will be filed at least 45 days before the applicable interest payment date, but not earlier than 90 days before the applicable interest payment date. The City will be listed in part 1 of the 8038-CP to receive the payment and will elect to have the funds electronically deposited into the debt service account.

Deposits and Investment Policies:

State statutes govern the City's investment policies, as well as the City's own written investment policy and strategy. In accordance with state law and the City Investment Policy, the City's investment objectives are to preserve capital, provide liquidity, and maximize earnings within the constraints of capital preservation and liquidity. City funds are deposited in FDIC-insured banks located within the city. All funds held at the City's authorized depository are fully collateralized with securities held by a third party.

Permissible investments include the following:

1. Time deposits, certificates of deposit, other interest bearing accounts, and bank money market accounts at the City of Amarillo's authorized depository, not to exceed the amount of collateral pledged by the depository.
2. Time deposits and certificates of deposit held outside the City depository with full FDIC insurance.
3. Certificates of deposits purchased through the Certificate of Deposit Account Registry Service (CDARS).
4. Obligations of the United States or its agencies and instrumentalities. The investment in agencies and instrumentalities is limited to 70% plus any unused portion of the taxable municipal securities limit below.
5. No-load money market mutual funds that are continuously rated AAA or AAAM by at least one nationally recognized rating agency, have a dollar-weighted average stated maturity of 90 days or less, and seek to maintain a stable net asset value of \$1 per share.
6. Taxable municipal securities rated not less than AA, or its equivalent, by a nationally recognized rating agency or rated AAA insured. The total investment in taxable municipal securities would be limited to 10% of the portfolio.

The City will not employ any investment strategy that is inherently risky and will not invest in any securities that are inherently risky. Prohibited securities include mortgage-backed securities that pay only interest, mortgage-backed securities that pay only principal, obligations where the interest rate is determined by an index that adjusts opposite to changes in a market index, obligations related to foreign currency or foreign market interest rates or indices and obligations with maturities greater than 5 years.

In accordance with GASB Statement 31, interest income will be recorded in the related fund that holds the investment. Accordingly, capital project funds will report interest income derived from investments in the capital project fund that holds the investment. However, capital project funds that rely solely on General Fund transfers for funding will transfer all interest income to the General Fund (the actual source of the funding) annually.

Interfund Transfers:

Departments within the same fund may not charge each other for work performed. However, the department requesting the work is responsible for buying the material. Interfund charges are only made if the charge is significant.

Pension Plans and Other Long-term Liabilities:

To insure there will be adequate funds available and future generations will not be overburdened, the City of Amarillo will provide funding on an annual basis for pension obligations and other long-term obligations. Pension costs will be provided for annually in the budget process based on actual actuarial estimates. The City will strive to amortize the Actuarial Accrued Unfunded Liability (AAUL) over no more than 30 years. However, the City could use the 40-year amortization period permitted under state law to amortize the AAUL in an effort to reduce significant rate fluctuations. The provision for pension cost is recorded on an accrual basis.

The provision for accumulated unpaid vacation and sick pay will also be recognized and funded on an annual basis. The funds accumulated for the Governmental Funds' portion of unpaid vacation and sick pay will be recorded in the Debt Service Funds. Amounts needed to fund the General Fund portion of the liability for sick and annual leave liability are transferred from the General Fund as a part of the budgetary process. For proprietary funds, the liability for unpaid vacation and sick leave will be reflected on the individual fund's balance sheet and the proprietary fund will provide for the future obligation on an annual basis through the fund's charge structure. The cost of both the pension and the obligation for unpaid vacation and sick leave would be funded over the career of the employee earning the benefit instead of at termination.

The City of Amarillo had not started funding its Other Post Employment Benefits (OPEB) other than pensions until 2013. The City's OPEB obligation is subsidized post-retirement employee and dependent health insurance. The City is participating in an

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irrevocable trust and began funding the obligation in January 2013. For the first year the funding will be at a fund level and thereafter it will be budgeted at a department level.

Number of Funds:

The City seeks to have the minimum number of funds necessary to account for the financial activities of the City. Government resources are allocated to, and accounted for in, individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. When possible, the City of Amarillo will separate activities into different departments within a fund as opposed to setting up a new fund.

BUDGET PROCESS

The City uses a traditional line item budget approach, giving the highest level of detail and accountability. The 2018/2019 Annual Operating Budget is presented to Council as a Program Budget, i.e. the various programs offered by City departments is presented with program descriptions and performance measures to define the level and quality of services delivered to Amarillo citizens. The proposed Budget represents maintenance of current service levels for the more than 250 programs funded by the City. All programs have a demonstrated connection to BluePrint Amarillo and supporting Council Pillars.

The Government Funds above are prepared on a modified accrual basis. The budgets of Proprietary Funds above are prepared on an accrual basis. In the budget process, City departments present a base budget and supplement to the base budget. The base budget is the funding needed to continue programs and departments at their current service level. Supplements to the base budget represent program additions, enhancements, or capital requests including new and replacement capital. The City Council adheres to the following procedures in establishing the budget:

1. Under the City Charter, the City Manager is responsible for preparing and recommending a budget for the City Council's consideration. The City Manager, working with staff in all departments, reviews and evaluates the base budget and supplemental requests to determine whether they fulfill City Council's goals and objectives, improve management effectiveness, improve service to our citizens or increase productivity. The proposed budget that the City Manager submits to the City Council includes recommendations for the program of services the City should provide and which can be financed by the City's projected revenue for the budget year.
2. The proposed 2018/2019 budget was filed August 7, 2018, which was more than 30 days prior to the scheduled adoption of the property tax rate. The proposed budget is available for public inspection. The City Council considers the City Manager's recommended budget in multiple work sessions and public hearings. The media is always represented and the public is welcome at all the budget work sessions. Public hearings are conducted to provide for citizen comments. Additional or supplemental information is available upon request.
3. The budget for the next fiscal year is legally enacted by the City Council through passage of an ordinance prior to October 1. Annual budgets are legally adopted for all governmental funds. The budgets for the Capital Project Funds and other special projects are adopted for specific projects rather than on a fiscal year basis. The proprietary funds budgets are not legal appropriations, but instead they are a financial plan for management purposes. The grant budgets are not formally adopted until the City Council approves the granting agency's contract. Estimates of grant funding are included to present an estimate of all funds available to the City of Amarillo in the budget.
4. Expenditures may not legally exceed appropriations at the fund level for each legally adopted annual operating budget. The City Manager may transfer appropriation balances from one expenditure account to another within a department or fund. The City Manager may also increase revenue and expenditure budgets by a corresponding amount when unanticipated outside funding is received. This adjustment must have no net effect on a fund's budget. The City Council must approve revisions that alter total expenditures of a fund. Under the City's budget ordinance, the City Council has authority to make such changes in the budget as it deems warranted.
5. At the close of each fiscal year, any unencumbered appropriation balance will lapse or revert to the undesignated fund balance. However, the encumbered appropriation balance in the Capital Projects Funds does not lapse at a year-end. At the end of each project, Capital Project budgets lapse.

BUDGET POLICIES AND GUIDELINES

Annual budgets are prepared for all funds except trust funds. Trust fund revenues and expenditures are governed by the trust requirements. The City of Amarillo utilizes a decentralized operating and capital budget process in preparing the budget. All departments have an opportunity to participate in the budget process. In conjunction with the preparation of the operating budget, all departments also submit a five-year capital plan of anticipated capital needs. The first year of the capital plan becomes the approved capital budget.

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In preparing the budget, the City will identify major policy issues and provide for the City Council to annually review and determine the budget policies. Such policies will be incorporated by management in preparing the annual budget and determining the City's financial policies. The following are those policies and guidelines:

1. The City will consider the long-term aspirational goals of the Council approved Pillars of Success when prioritizing each department's mission and budget needs.
2. The City will annually undergo a detailed analysis of departmental budgets focusing on each department's mission and operational programs.
3. The City will consider innovative changes and other methods to offer services to the citizens and to increase efficiencies in its operations and the budget.
4. The City will annually review its current level of service to the citizens.
5. The City will maintain a diversified revenue system with a stable source of income.
6. The City will maintain a property tax rate adequate to produce the revenues for City services included in the City of Amarillo's General Fund according to best practices.
7. To the extent economically possible, services that are based on a user-fee concept should make every effort to be self-supported by those fees.

The City will adopt an annual balanced budget in the context of a long-term financial plan and maintain adequate reserve levels.

REVENUE/EXPENDITURE PROJECTIONS

All department heads are required to carefully monitor departmental expenditures and revenues throughout the year. The applicable department heads are very familiar with the revenues and expenditures related to their operations and are in the best position to make the revenue/expenditure estimate. All revenue sources are examined annually and individual department heads are responsible for revenue projections on revenue sources under their control. The goal in revenue estimates is that the estimate must be reasonably attainable based on historic data and trends. Department heads receive a three-year history by month and are required to estimate the revenue for the balance of the current year and next year on a month-by-month basis. All revenue estimates are reviewed by the Finance Department for reasonableness and are subject to revision.

Department heads are also responsible for expenditure estimates of their departments. Salary information and three years' historical expenditure data are provided to the department head at budget preparation. In estimating departmental expenses, department heads base their estimate on historical data adjusted for trends and possible rate increases. All expenditure projections are reviewed by the Finance Department for mathematical accuracy and by the City Manager for propriety.

AVAILABLE FUNDS OR FUNDS AVAILABLE FOR APPROPRIATION

Not all of the fund balance is available for appropriation. A portion of fund balance may be in inventories or prepaid expenses. If these assets were expected to remain at about the same level at the end of the year, they would not be available for appropriation. Since the City historically holds investments to maturity, temporary gains or losses from investment activity are excluded from available funds. Accordingly, we make a separate calculation of the available funds for every fund. The calculation includes cash, investments, and other assets which expect to be converted to cash during the next fiscal year. All liabilities that the above calculated assets will be used to satisfy are deducted along with any outstanding encumbrances at year-end to arrive at the funds available for appropriation. For capital projects funds, we also reduce available funds for the estimated remaining expenditure balances of all construction in progress. For each fund we have included a separate calculation of the available funds.

Citizen Input to the Budget:

In addition to individual citizen input, the City uses various citizen boards as a means of obtaining direct citizen involvement. These citizen boards participate in the budget process of their respective functional area. Before actual budget hearings, the City prepares and files with the City Secretary, a detailed line-item budget as a means of providing our citizens with budgetary information. The proposed budget is also available on the City's website. The City has multiple budget workshops with the City Council that are open to the public. State law requires the City to publish various tax rates and fund balances in the local

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newspapers before any public hearings on the budget. If a proposed tax rate is an increase over our effective tax rate (that rate which would produce the same tax levy on the same property), the City Council must have a meeting to discuss the proposed tax rate and have two public hearings on the tax rate. Since our budget and tax rate are formally approved by ordinance, the City Council must have two additional meetings to consider the ordinances on the budget and tax rate. We also make two additional public notices in the local newspaper and include the notices on the City's website.

Moreover, the City Council directly solicits citizen input on the budget and other matters of interest through a series of neighborhood meetings held throughout the City. Many of the citizen's requests and concerns are incorporated in the budget.

BUDGET PRIORITIES AND SHORT-TERM INITIATIVES

Service Levels/Demands and Staffing Changes:

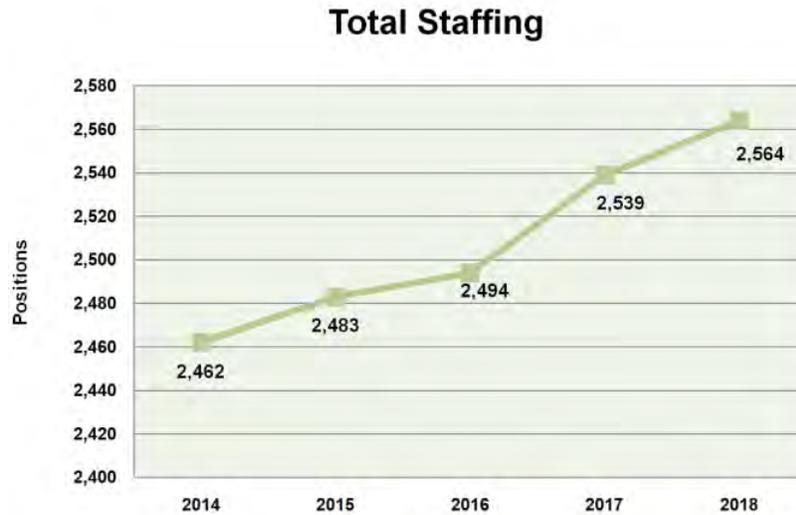
The Budget addresses the BluePrint Amarillo Council priority of Employee Compensation. The Budget includes dollars to fund year two of the Amarillo Police Officer Meet and Confer Agreement which includes a 2.5% shift differential, 1.0% raises for the Police and Fire Department and average 1% raises for civilian employees, and the continuation of longevity and discretionary retention pay. During 2016/2017, Council approved the implementation of the Pay and Compensation Study which allowed the City to adjust beginning pay for all our pay scales to reflect market rates. The 2017/2018 budget included funding to support the Pay and Compensation Study implemented during the 2016/2017 fiscal year, as well as dollars to address compression between employees created with the implementation of the new pay schedules. The implementation of the Pay and Compensation Study during the 2016/2017 budget was accomplished through the reduction of 21 vacant positions and reductions in other maintenance and operating expenses.

The 2018/2019 budget consists of 2,198 permanent and 366 part-time employee positions. Permanent positions have increased by 21 positions over the current year and part-time positions have increased by four. With the significant budget constraints for the 2017/2018 fiscal year the departments that added positions did so only if there was an outside funding source, reduction of budget dollars in other areas, or the transfer of positions between departments. For 2018/2019, the budget includes enhancements to Public Safety with funding for 17 police officers, including six new neighborhood police officer positions, and five firefighters. Animal Management and Welfare is adding two new positions to staff a spay and neuter clinic that is anticipated to be completed in 2019 and one additional position to help with adoptions. Environmental Health is adding two positions to implement the new grease trap permit and inspection program and one additional administrative position. The Photographic Traffic Enforcement Fund is adding a new program coordinator that will be funded by revenues from that fund. Drainage Utility is adding an Assistant Superintendent position, Airport is eliminating an Airport Operations Manager position, and Information Technology is adding a Special Projects Manager. The position for Information Technology will be used to manage implementation of the Tyler Technologies software currently underway.

Below is a summary of the staffing changes for the 2018/2019 Budget:

Personnel Additions	Department	Full Time
Adoption Specialist	Animal Management and Welfare	1
Veterinary Assistant	Animal Management and Welfare	2
Administrative Assistant III	Environmental Health	1
Environmental Technician	Environmental Health	2
Storm Water Inspector	Environmental Lab	1
Firefighter	Fire Department	5
Police Officer	Police Department	6
Administrative Assistant IV	Public Health	1
Equipment Operator	Street	1
Van Operator	Transit	2
Program Coordinator	Photographic Traffic Enforcement	1
Drainage Utility Assistant Superintendent	Drainage	1
Special Projects Manager	Information Technology	1
Total Additions		25
Airport Operations Manager	Airport	-1
Industrial Waste Inspector	Environmental Lab	-2
Registered Nurse	Public Health	-1

In total, staffing has increased by 102 positions from 2,462 in 2014/2015 to 2,564 in 2018/2019. Over the past several years, Public Safety has been a priority for the City Council. Of the 58 new positions graphed below, 17 are additional police officer positions with 8 officer positions reallocated to 10 civilian positions in the current year, five are new fire fighter positions, and 5 were increases to the Animal Management and Welfare Department. Below is a graph of total staffing:



Employee Compensation:

Employee compensation is always a budgetary issue. The City of Amarillo is a service-based organization and we must recruit and retain dependable employees to accomplish our mission. During 2016/2017, Council approved the implementation of the Pay and Compensation Study which allowed the City to adjust beginning pay for all our pay scales to reflect market rates. The 2017/2018 budget included funding to support the Pay and Compensation Study, as well as dollars to address compression between employees created with the implementation of the new pay schedules. For 2018/2019, compensation changes include: approval of year two of the Amarillo Police Officer Association Meet and Confer Agreement with a change to the shift differential incentive pay for Police; 1.0% pay increase for Fire and Police sworn positions; 1.0% average pay increase for civilian employees as pay-for-performance; based on annual evaluations. Additionally employees were eligible for a 1% lump sum payment.

Below is a recap of prior budget year pay increases

2017/2018	1.00%
2016/2017	0.00% Employees were eligible for a 1% lump sum payment
2015/2016	2.00%
2014/2015	2.75%
2013/2014 public safety	3.75%
2013/2014 civilians	3.50%
2012/2013	2.75%
2011/2012	2.00%
2010/2011	2.00%
2009/2010	0.00%

For 2016/2017, the City identified one-time dollars to fund a 1% pay adjustment for all employees. This adjustment was in the form of a lump sum payment and did not increase the base pay rates. The additional increases in 2013/2014 above the 2012/2013 rate were funded by a 1 cent property tax increase approved by the City Council. In 2010/2011 and 2011/2012, we could only afford a 2% employee pay raise. Moreover, top management was excluded from the 2010/2011 increases. We had to forgo employee raises in the 2009/2010 budget. The only way we could afford raises in the 2010/2011 budget was to revise our TMRS benefit. We dropped the retiree COLA in the 2010/2011 budget, which saved the City about \$2.1 million in the 2010/2011 budget and helped fund a 2% pay raise.

Through all the lackluster years, we were able to maintain all current incentive pays such as CDL driver pay, welder certification pay, and bilingual pay, giving employees opportunities to earn additional money. With the implementation of the

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new pay schedule, the City has adjusted the current incentive pays to only include those pays that are over and above the requirement of the positions. The City has also kept the Discretionary Retention Pay (DRP) for civilian employees, which is similar to longevity pay for police officers and firefighters. We have shift differential pay for evenings, nights and weekend shifts. Employees that work on holidays can receive double-time pay.

Benefits:

The City has a valuable benefit package. Police officers and firefighters start their career with three weeks paid vacation and can earn up to five weeks. Civilian employees earn two weeks of vacation time after one year of service and can earn up to five weeks. Employees will earn additional vacation days for each year of service. Moreover, employees are allowed to use up to three days per year of their accumulated sick leave for personal time off. We also recognize eight holidays per year.

Civilian employees also receive 12 sick days per year. Unused sick days can be banked and used in the future. Civilian employees can accumulate up to 60 sick days. Police officers and firefighters receive 15 sick days per year and can bank unused days without limit.

All of our full-time employees are covered in very good retirement plan. Firefighters have their own plan and other full-time employees are covered in the Texas Municipal Retirement System (TMRS). The City had been notified that the annual required contribution to TMRS would be over 23%. Most of the over 800 TMRS cities saw similar increases. TMRS was allowing cities to phase-in the new rates over an eight-year phase-in period. The City's TMRS rate was scheduled to increase from 17.83% in 2010 to 18.83% in 2011. We estimated that it would cost the City approximately an additional \$2.1 million. The City dropped the repeating COLA and the repeating Updated Service Credit in 2011 and the City's TMRS rate dropped to 14.09%. The repeating COLA was a great benefit for retirees, however, we do not believe dropping the repeating COLA will significantly hurt efforts to attract and retain employees. Amarillo is isolated in terms of competing TMRS cities and attracts most employees from the private sector. Our benefit package is still appealing compared to the private sector.

In 2011, the Texas Legislature combined the three TMRS funds into one fund with a resulting decrease in contributions. The City's 2012 rate would have decreased to less than 10%; however, we kept the rate at 14% in the budget to be able to provide for future enhancements. Our TMRS rate was scheduled to drop again in 2013 to 8.75%. With the decrease in TMRS rate, in 2013 we added five-year vesting and restored the repeating updated service credits, helping active employees. We believe these changes will help attract and retain active employees. These revisions increased the TMRS rate to 12.04% of pay, which left 1.96% of pay to start funding our post-retirement health care benefit in 2013. Our 2014 TMRS rate dropped slightly to 11.57% leaving 2.43% for our post-retirement healthcare benefit. For calendar year 2019 the City's TMRS rate decreased slightly to 12.18%, however the City continues to fund 2.43% for our post-retirement healthcare benefit

The City has historically provided subsidized health insurance to retirees. The City has funded this benefit on a pay-as-you-go basis. The GASB Statement 45 calculation forced cities to cost this benefit, but not fund it. However, there are obvious benefits to prefunding of the benefit. Any benefit that is prefunded is less costly since earnings can be used to offset the cost of the benefit. With the funded option, a city can use a higher discount rate in calculating the benefit, which reflects the decreased cost of funding the benefit. Also, future generations of taxpayers are not burdened with the cost of prior service. The 1.96% contribution to the trust in 2013 and the 2.43% contribution to the trust in 2014, 2015, 2016, 2017 and 2018 will not totally fund the Annual Required Contribution (ARC), but it's a good start.

Our part-time employees contribute to our deferred compensation plan in lieu of social security. Full-time employees also have the option of contributing to our deferred compensation plan in addition to their retirement. All full-time employees, except police and fire, are covered by social security.

Full-time employees are covered by our health plan. Our health insurance plan is one of the better plans offered in our community. Our \$1,500 deductible is one of the lower deductibles in our area. Moreover, the City has always strived to keep the plan affordable to the employees.

This is the sixth year of our employee-only clinic: CityCare. Any person on our health plan can go to the CityCare without a co-pay. While the \$1,500 deductible is low for a hospital stay, it was a barrier to primary care for many of our lower paid employees. The clinic has been good for both the employees and the City. CityCare gave all employees, and their dependants on our health plan, access to primary care. The cost of CityCare has been less than the reasonable and customary cost of the services provided. Most importantly, it has helped improve the quality of life for many of our employees and has boosted morale. CityCare has also been an important employee recruiting and retention tool, especially of our lower paid employees.

We started our safety footwear program the same year as our clinic. The City has large self-insurance retention (\$1.5 million) on Worker's Compensation claims and our slip-and-fall injuries were significant in number. The safety footwear program ensures our field employees have the proper footwear for their job. Slip-and-fall injuries have decreased and we feel that the decrease is directly attributable to our safety footwear program. The cost of the safety footwear program is funded by the City's Self-Insurance Fund and is estimated to cost approximately \$103,500 in 2018/2019.

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Insurance and Self Insurance:

The City is self-insured for many lines of coverage and usually has large self-insurance retentions and high deductibles when insurance is purchased. Health insurance, including dental, is in one fund (the Employee Insurance Fund) and other exposures are accounted for in a separate fund (the Risk Management Fund). The strategy is to assume some more risk, but also manage costs. While we do have large deductibles and self insurance retentions, we do have sufficient coverage to protect the organization.

Thru 2015 the City continued to see increasing claims and cost in the Employee Insurance Fund with the claims increasing by 10% for the last four years. The Employee Insurance Fund ended the 2014/2015 budget year with about \$31,060 in reserve. This amount is well below the targeted reserve balance of \$4.5 million. In addition to the premiums assessed to City departments, employees, and retirees; the City transferred additional funds into the Health Insurance Fund during the 2014/2015 year.

During 2015 the City reviewed the financial stability of the Fund. Since 2013 the City has made significant changes to control costs, deductible increases, out of pocket increases, dependent eligibility audits and premium increases. Historically, the City has very favorable contracts in place for Amarillo hospital services, physician's services, lab, and pharmacy. Beginning in July 2014, the City entered into a wrap network that has lower negotiated rates for healthcare services outside of the City's local network. During July 2015 the City issued a request for proposals (RFP) for the third party administration of the medical, dental and flex plans. The City anticipates that a national carrier will have more favorable discounts with network providers. Effective January 1, 2016 Aetna Life Insurance Company began provide the plan administration for the medical and dental programs.

For the 2015/2016 the city saw \$5.1 million net reduction in health plan costs driven by a reduction in claims from \$24.2 million to 18.0 million, we believe directly related to the Aetna contract. For the 2017/2018 fiscal year we anticipate claims at \$19.2 million. We have included a five percent employer health plan increase and anticipate ending the 2018/2019 fiscal year with \$5.6 million in reserves, in excess of our \$5.0 million target. Overall, the City is very pleased in the cost saving measures experienced by the Health Plan during the last three years.

We believe that our employee-only clinic, CityCare, has helped to stable our healthcare costs. Before CityCare, some of our employees' only access to primary care was the hospital emergency room. A side benefit of our Clinic is that the Clinic is the largest writer of prescription drugs in our plan and predominately prescribes the lower-cost generic and formulary drugs, which helps contain costs. The Clinic is funded out of our Employee Health Insurance Fund. In keeping with our general philosophy of an incremental approach to rate increases, we increased the employer contribution by 15% in October 2014 and the employee/retiree portion by 15% in January 2015. Deductibles and out-of-pocket amounts remained the same for fiscal year 2015/2016, and increased to \$1,500 for the 2017 year. On January 1, 2015, all Medicare eligible retirees (age 65 and above) were moved off of the City's health insurance plan and onto a Medicare supplement plan. The City funds a monthly stipend to help offset the cost to these retirees. For 2018, we plan to increase the employer contribution by 5%, and there are no changes to employee premiums or deductibles.

The City has specific stop loss coverage with a \$750,000 per year deductible. The deductible resets every year. Thus, if a claim crossed a year, two deductibles would apply. Therefore, the specific stop loss would only protect the plan for catastrophic claims. We do not have aggregate stop loss coverage, which would attach after total claims reached a certain point. For the vast majority of claims, the City of Amarillo's Health Insurance program is essentially self-insured.

Our Dental Plan is entirely employee funded. Like the Health plan these rates increased by 15% for the 2015/2016 fiscal year and again by 10% in 2017. However, premiums for 2017/2018 remained flat. For 2018/2019, premiums also remained flat. As with other health related costs, we believe that the long-term trend is related to higher costs.

We have not had to make a transfer from the General Fund to the Risk Management Fund since 2005/2006. In our revised estimate of the Risk Management Fund, we are estimating revenues of \$6.4 million and expenditures of \$5.9 million. For the 2018/2019 budget, we are estimating revenues of \$7.2 million and \$6.1 million in expenditures. Therefore, we should end 2018/2019 with approximately \$4.5 million in reserves. The largest line of coverage in the Risk Management Fund is workers compensation. We budgeted \$2.5 million for workers comp claims in 2018/2019 plus another \$500,000 for insurance, protective clothing, safety and other costs. The comp rates multiplied by the comp payroll should produce revenues of about \$2.7 million in 2018/2019. We have a self insurance retention of \$1.5 million per worker's comp occurrence with full statutory limits. Therefore, we should not receive a comp claim back once they have been transferred to the insurance carrier. During 2017 the City transferred the administration of the workers comp claims to TPA however we will remain self insured for funding purposes. Our insurance coverage, along with our healthy reserves, should be sufficient for comp claims. General Liability, Auto Liability, and Auto Physical Damage combined are budgeted at \$1.4 million in 2018/2019. We have purchased police officer liability insurance and cyber liability insurance, which had not been purchased in the past. While we have tort limits in State Court, we do not have any protection in Federal Court. The most likely and most significant exposure in Federal Court is police officer liability. Cyber liability was about \$35,000 and police liability was about \$185,000. Although we do not believe we have much exposure to cyber liability, we were able to obtain very good coverage at a reasonable premium. The police liability coverage protects both the City and the officer. Most of the insurance purchased is for property insurance. We purchase

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property insurance with a \$250,000 per occurrence deductible. During the 2018 renewal, the City's deductible for wind and/or hail damage was adjusted to 5% of the value of the property, subject to a minimum \$50,000 deductible per location. The City is increasing the reserve requirement in the risk management fund to make sure the City has funding in the event of significant wind damage to one of the City facilities.

Street Maintenance:

Street maintenance came to the forefront as a major budgetary issue in 2011/2012. In fact, most of the tax increase in the 2011/2012 budget was for streets. The Council became increasingly concerned that deferred maintenance of our streets would result in spending significantly more for street repairs in the future. This increased funding was maintained in the Street Department budgets for the subsequent years. During November 2016 the City voters approved \$89 million in bond funding to address street infrastructure and improvements.

Capital Improvement Program:

The Capital Improvement Program is one of the most important parts of our budget and our budgetary process. The City has historically funded capital projects on a pay-as-you-go basis, with budgetary surpluses being earmarked to fund our Capital Improvement Program. With the pay-as-you-go philosophy of capital improvements, it is very important to identify and anticipate future capital needs so that they can be provided for in an orderly fashion. In conjunction with our budget, we update our five-year capital program. The first year of the five-year program becomes our capital budget. As more fully discussed in our Capital Improvement section, our Capital Improvement Program addresses various needs in our community. Like most cities, we have an aging infrastructure and many of the projects in the Capital Projects Budgets are much needed replacements. In the short-term, we should see some reduced maintenance costs, as they relate to the infrastructure that was replaced. However, with the continued deterioration of our aging system, there will not be any staff or budget reductions from the replacement of the aging infrastructure. Any savings in staff time or materials will be utilized on other aging infrastructure. Last year the Council has called for a \$340 million general obligation bond election on November 8, 2016. The bond election will include seven propositions: Streets, Public Safety, Municipal Facilities, Neighborhood Parks, Civic Center improvements, Fleet Services, and Athletic Facilities. This is the first general obligation election since 2001 when the voters approved expansion to the City library facilities. Voters approved Propositions 1 and 2 for Streets and Public Safety with \$109 million. The ability to issue voter approved debt has allowed the City to begin addressing aging infrastructure and will provide budgetary relief to future budgets. The City will incorporate the infrastructure projects and corresponding bond issues over a five year period.

General Capital – The General Construction includes \$3.9 million in projects, including \$2.0 million to replace the City's computer-aided dispatch (CAD) system. This system is used by the Amarillo Emergency Communications Center to dispatch 911 calls. There is also \$0.5 million budgeted to finalize the NexGen Radio System project, \$0.3 million to address maintenance and improvements of City facilities; \$0.3 million to review and rewrite the zoning ordinances, \$0.4 to replace Transit department buses, and \$0.1 million to fund equipment and improvement needs for city parks.

With voter approval of \$109.5 million to address street and public safety infrastructure, the City will issue these bonds over a five year period with the first issue in April 2017 of \$21.2 million and the second issue in July 2018 of \$22.1 million. The City anticipates a third issue of approximately \$19.9 million in 2019. This third issue will allow the City to address \$7.9 million in street infrastructure projects, \$10.0 million for new fire stations, and \$0.3 million for the Animal Management and Welfare department to expand its drive through barn and dog runs.

Water and Sewer Capital - The Utilities Fund includes \$34.4 million in capital projects, including \$29.1 million in bond funding. The City Council has approved a 3% rate increase to fund the capital program. This is the third of five anticipated rate increases, with an estimated 15% rate increase spread equitable over five years to fund just over \$140 million in improvements for the same time period. Amarillo now has nearly 1,176 miles of water mains in the City and an additional 998 miles of wastewater mains. The City's water and wastewater systems are very robust and have excellent capacity. Efforts will continue to focus on addressing aging infrastructure and ensuring future capacity.

Airport Capital – The Airport anticipates FAA grant dollars, \$6.1 million to address infrastructure needs for total capital projects of \$7.7 million. Projects include \$5.1 million to reconstruct Taxiway C, \$1.6 million for the design and replacement of Taxiway J, and \$0.4 million for phase III of enhancement to the parking lot and parking garage.

Drainage Utility Capital - The \$11.7 million in drainage improvement projects, including \$10.0 million in bond funds, will fund many targeted drainage improvements along with maintenance and extensions to the storm sewer drainage system.

Other Capital - Projects include \$1.1 million to fund the NextGen Radio System project and other improvements at the landfill, \$0.9 million in civic center facility improvements, and \$7.8 million for routine replacements of rolling stock and computer equipment.

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COMMENTARY ON MAJOR REVENUE CATEGORIES

Property Taxes:

The maximum tax rate provided by City Charter is \$1.80, of which \$1.30 may be levied for general purposes; the remaining \$.50 may be used only for waterworks purposes. The Potter-Randall Appraisal District assesses taxes. The City of Amarillo has contracted with both Potter and Randall Counties to collect taxes. Taxes are due October 1, and become delinquent February 1. Delinquent taxes are subject from 12% to 18% per annum interest plus a penalty of 5% to 10% and attorney fees in accordance with statutes.

The property tax implementation process begins with the calculation of and publication of tax rates. A taxing entity in Texas must calculate their effective rate, debt service rate, and rollback rates. The effective rate is that rate which generates the same tax levy on the same property as the year before. Generally, if property values rise, the effective rate will decrease; however, there are other factors affecting the effective rate calculation. Changes in the tax status of property, tax refunds, and changes in exemption will also affect the effective rate. The rollback rate is the maximum rate a governing body can levy without giving the citizens an opportunity to petition the governing body for a roll back election. The rollback rate is usually an increase of over 8% the effective rate, but other factors can also affect the rollback rate such as the debt service rate and the sales tax adjustment. If a roll back election is successful, the taxing entity would be required to reduce the tax rate back to the rollback rate and refund the difference to taxpayers that have already paid their taxes.

Under current state law, if the governing body is considering any increase in taxes over the effective rate, they must have a discussion on the proposed tax rate in a public meeting. The tax rate being considered is discussed at the meeting and the vote of each member of the governing body is recorded and published conspicuously in a quarter page ad in the local newspaper. The proposed tax rate discussed at the meeting will then be the maximum rate the governing body can consider. The governing body could lower the rate, but not raise the rate after the meeting to discuss the tax rate. Next, the governing body is required to conduct two public hearings on the proposed tax rate to hear from concerned citizens. Our City Charter requires the proposed tax rate be approved by ordinance, which requires two readings before the governing body. In addition to the meeting to discuss the tax rate and the two public hearings on the tax rate, the public is also welcomed to comment on the tax rate at the two readings of the tax ordinance. Lastly, after passage of the tax increase ordinance on the second reading, the governing body must ratify the action once again. Thus, beginning with the meeting to discuss the tax rate, our citizens have five opportunities to express their thoughts on the proposed tax rate in a public forum. If the taxing entity fails to get the proposed tax rate approved before October 1st, the rate automatically set for the taxing entity is the lesser of the effective rate or the current tax rate.

In addition to being a significant revenue source, property taxes have been our most stable revenue source. Property tax has a very high collection rate on the current role. Over the last ten years, collection rates have varied from 97% to 99% of the current role. Combining the delinquent collections with the current collections, total collections approach 100%. Property taxes are also received early in the fiscal year; most of property tax is collected by the end of December.

Property taxes increased in the 2008/2009 year due to the issuance of Certificates of Obligation. Before the 2007 Certificates of Obligations, the City only had \$5.2 million in outstanding General Obligation debt from a 2001 issue. In 2013/2014, the debt service portion of the tax rate is \$0.02594. For three years, the City held the tax rate to \$0.31009. In 2011/2012, the rate was increased to \$0.32009. In 2012/2013, the City kept the same at tax rate of \$0.32009. For 2013/2014, the City Council approved a 2 cent property tax increase bringing the rate up to \$0.34009. In 2014/2015, the rate was increased to \$0.34509. Compared to the effective tax of \$0.33207, the \$0.34509 tax rate is a 3.92% increase over the effective rate. In 2015/2016, the rate was increased to \$0.35072. Compared to the effective tax of \$0.33562, the \$0.35072 tax rate is a 4.5% increase over the effective rate. This increase will help fund additional police officers. For the 2016/2017 fiscal year the City tax rate remained the same as the prior year at \$0.35072 which is a 3.24% over the effective tax rate. For the 2017/2018 the tax rate increased to \$0.36364 with the increase in the rate related to \$21.2 million General Obligation Bonds issued in April 2017. This bond issue was the first of five annual bond issues related to November 2016 bond elections where the voters approved \$109 million in projects to address streets and public safety. For the 2018/2019 the tax rate increased to \$0.36838 with the increase in the rate related to \$22.1 million General Obligation Bonds issued in July 2018. Our goal is to stage increases over time to be less burdensome on our citizens. However, it should be noted that Amarillo residents still enjoy one of the lowest tax rates as compared to major cities in Texas.

Our citizens voted in a tax freeze for taxpayers age 65 and above and disabled taxpayers. The first year of the freeze was 2007, which set a cap on the amount of taxes the individual will pay for the rest of their life so long as they remain in their home. The freeze also transfers to a surviving spouse for the rest of their life so long as they remain in the same home and are at least age 55 at the time of the death of their spouse. For 2018/2019, the taxable property value subject to tax levy is \$10.8 billion. The amount subject to levy excludes the property value of homes that have frozen taxes since they are not subject to levy. Our total taxable value is \$13.1 billion; which is up over last year's value of \$12.8 billion. Our tax rate of \$0.36838 per \$100 valuation will produce a total levy of \$46.1 million in 2018/2019 including the frozen taxes of \$6.1 million. We should actually collect \$45.4 million with a collection rate of 98.5%. Also, based on a tax rate \$0.36838, we will transfer taxes of \$278,729 to the Tax Increment Reinvestment Zone (TIRZ) Number 1 and \$29,407 to TIRZ #2.

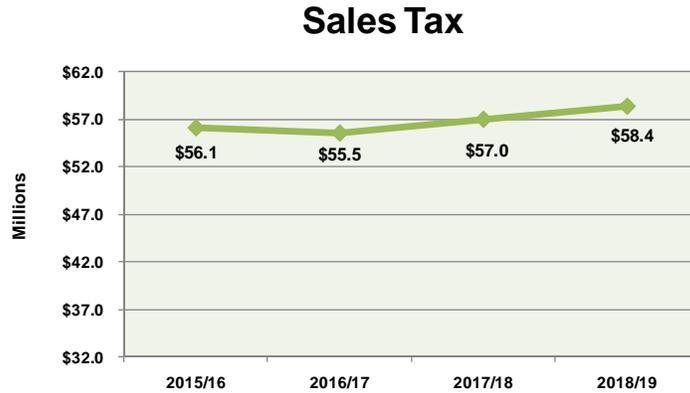
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Sales Taxes:

On November 7, 1989, the Amarillo voters approved a 1% increase in the local sales tax. One-half percent (1/2%) of the increase took effect April 1, 1990. The 1/2% increase from April 1, 1990 is to promote economic development in the City of Amarillo. The Amarillo Economic Development Corporation was created to manage the 1/2% sales tax for economic development. The 1/2% sales tax for economic development is not included in the City of Amarillo's budget. The other 1/2% increase in the sales tax was approved by the voters to reduce property taxes in the City of Amarillo. The 1/2% sales tax increase to reduce property taxes was effective October 1, 1990. The 1/2% increase in sales tax used to offset property taxes is reflected in the City's 1990/1991 Budget. Currently, the total sales tax rate in Amarillo is 8.25%, which is the maximum sales tax rate allowed in the State of Texas. The State of Texas' portion of the sales tax is 6.25%, and the local portion of the sales tax is 2%.

Sales tax is the City's most significant single revenue source and provides 32% of the General Fund's revenue. Unfortunately, the sales tax is not as predictable as the property tax. Sales tax is a more volatile revenue source. Because of the size of sales tax revenue, small percentage changes in collection can make significant changes in overall General Fund total revenue.

While the sales tax has been a relatively consistent increasing revenue source for the City, it slipped with the recession during 2008 and 2009. Since that time sales tax revenue seems to have stabilized. The 2014/2015 and 2015/2016 years were record years in terms of sales tax receipts while 2016/2017 experienced a slight dip. We estimate that we will end 2017/2018 with collections of \$57.0 million, or approximately 2.5% above 2016/2017. For 2018/2019, we are estimating an increase of 2.4% over the current year to \$58.4 million. A graph of the sales tax collections follows below.



Gross Receipts Business Taxes:

Gross receipts business taxes are franchise fees imposed on the various public utilities and the hotel occupancy tax revenue. The revenues are based on a three-year average of receipts adjusted for current trends. The current franchise taxes on the gas, electricity and cable television are 5% of gross receipts. The franchise tax on cable television does not include installation charges. We receive a per-line fee on land line telephone service. The hotel occupancy tax is a 7% room tax on non-permanent residents with an additional 2% tax for the Amarillo-Potter Events Venue District. The Amarillo-Potter Events Venue District portion of the Hotel Tax Revenue is not reflected in the City of Amarillo's budget.

Overall, 2018/19 gross business taxes of \$26.0 million are estimated to increase compared to the revised 2017/2018 projection of \$25.3 million; an increase of 3%. During the 2016/2017 year the City saw increasing electric utility franchise tax from \$7.7 million to \$8.5 million. We are anticipating revenue of \$9.5 million for 2017/2018 and \$9.7 million for the 2018/2019 fiscal year. We are expecting the franchise tax on the natural gas utility to be \$3.0 million for 2018/2019 compared to a revised 2017/2018 estimate of \$2.9 million. A payment in lieu of franchise tax is imposed on the City's Water and Sewer Utility. The payment in lieu of franchise tax is a monthly per account charge. The \$3.05 monthly water payment in lieu of franchise fee will generate about \$2.7 million in 2018/2019; the \$1.34 monthly sewer payment in lieu of franchise fee will generate about \$1.1 million in 2018/2019. We have decreased our 2017/2018 budget estimate for the telephone utility franchise tax slightly to \$0.9 million and are anticipating the same level for 2018/2019. Overall, we have been experiencing decreases in the number of phone lines as customers switch to cell phones. While Cable TV appears pretty stable, we are also concerned with the Cable TV franchise tax as satellite TV gains in popularity. Estimated receipts for 2017/2018 franchise tax on the Cable TV have been revised to \$2.0 million, down from the original budget. For the 2018/2019 year we have forecasted revenue flat with the revised 2017/2018 estimate at \$2.0 million.

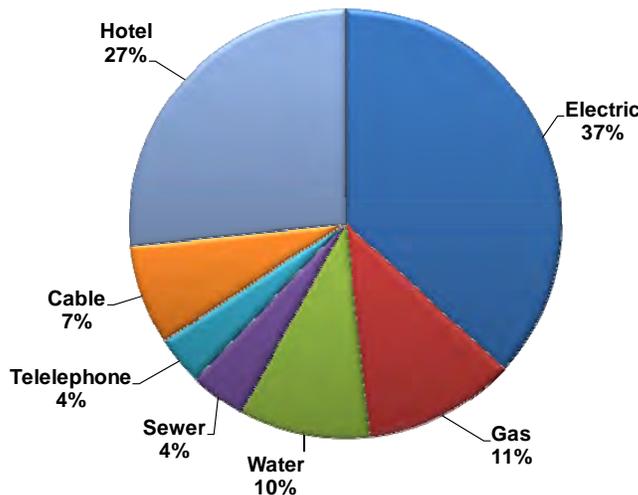
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In 1998, the City's telephone franchise tax revenue calculation was changed. The assessment method changed from a gross receipts charge to a per line charge for business and residential lines. The net result of the change was a decrease in expected revenues of about \$462,000. This decrease is permanent and future telephone franchise tax revenue will mainly increase with additional lines. Unfortunately, the line count has dropped with the shift towards and the growth in wireless communications. The electricity franchise tax would also be handled in a similar manner beginning in 2002; however, the Texas Panhandle was exempted from the change for five years. The exemption was extended due to the lack of competing electric companies in the Panhandle. However, our citizens enjoy better rates in the regulated environment than most of the State in the deregulated environment. We expect that eventually, the electricity franchise tax revenue will be converted to a per kilowatt-hour charge. While the full effect of the change in the electric franchise tax has not been determined, the resulting franchise tax receipts should not change significantly. Consistent with the above fixed unit franchise tax, the City has also modified its franchise fee on the Water and Sewer Utility. Beginning in the 2001/2002 fiscal year, the City changed to a per account charge. The 2018/2019 franchise tax will be \$3.05 for each water account and \$1.34 for each sewer account. The change in franchise tax for water and sewer will result in a more predictable revenue stream for the General Fund and a more predictable expense estimate for the Water and Sewer Utility. The water and sewer franchise tax is no longer weather related; however, two of the more significant franchise taxes are still weather related. Both the electric franchise tax and the gas franchise tax is weather dependent and also vary with the fuel costs.

Hotel tax revenue has been steadily increasing and more hotel properties have been added to our city. Actual 2012/2013 revenue was up to \$5.7 million, \$5.9 million for 2013/2014, \$6.3 million for 2014/2015, and \$6.8 million for 2015/2016. We experienced a slight dip in hotel tax revenue for 2016/2017 at \$6.6 million. We have revised our 2017/2018 revenue estimate up slightly to \$6.9 million and expect 2018/2019 revenue to be \$7.1 million. Hotel occupancy taxes can vary a great deal from year to year and it is the City's policy that revenue estimates be attainable. The Hotel Occupancy Tax is a significant single revenue source, but its use is limited. Hotel Occupancy Tax receipts can only be spent on items related to convention and tourist-type activities. The Hotel Tax funds are used for our contract with the Chamber of Commerce for promoting convention and tourism in the city. The Hotel tax also offsets the operating loss at our Civic Center complex and provides funds for capital at the complex. The City has an incentive agreement with the developer of the Convention Center Hotel to rebate local hotel occupancy taxes; the City anticipates \$506,559 in rebates for the 2018/2019 fiscal year.

The City is working toward renovation of its downtown and part of the plan will involve using a portion of the hotel tax to support some bonds. It is anticipated that annually, it will take about \$2.5 million of the hotel tax for a new parking garage and multipurpose event venue. Our current estimates are that the City still should be able to cover the operating loss at the Civic Center Complex, but the revenue source would have to grow to provide additional capital. With a reasonable growth rate, the hotel tax would also support convention and tourism activities at or near their current levels.

Gross Receipt Business Taxes



Business and Non-Business Licenses and Permits:

Most of the revenues recorded in the business and non-business licenses and permits relate to the construction industry and food and beverage industry. We experienced a record breaking year in 2012/2013 in construction due to a hail storm that damaged thousands of roofs in the City. We anticipate the increase in construction will continue to drop back down to a normal range in 2017/2018 and 2018/2019 and therefore decreased building permit revenues 11% for the current year. The electrical, plumbing and gas, and heating and air permits are not significant revenue sources in total. Food handling and daycare permits

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are estimated to increase 16% for 2018/2019. Most of the food and beverage related permits are expected to be flat except for a couple of minor rate increases. These are not significant revenue sources either.

Governmental Revenues:

Government revenues are a significant revenue source to the City. Our governmental revenues include grants and cost sharing activities with other governmental entities. For the General Fund, the most significant governmental revenue is federal and state assistance for our Transit Department. State funding is expected to be at \$513,705. Federal transit assistance is expected to increase to \$3,237,515. Under our current cost sharing arrangement, we continue to receive about 80% of those funds through our operating assistance grant. In the past, the transit system was accounted for in an enterprise fund. After further review, the transit system was merged into the General Fund. The transit system did not truly belong in an enterprise fund; the transit system was not self-supporting and it is the City's policy to only have the minimum number of funds necessary to account for the City's financial activities. The school district will be using a total of 13 officers in the School Liaison Program. With this program, the school pays the officers' salary during the school year and the City pays the salaries during the summer. The School District's share of the program is expected to be \$941,411 in 2018/2019.

Most of the Public Health Department is grant funded. The Amarillo Hospital District (AHD) provides the local portion of the Public Health funding. Next year, we do not expect any reimbursement from the Hospital District. The Hospital District will instead be providing intergovernmental transfers as a match for the Public Health Delivery System Reform Incentive Payments (DSRIP) program. We anticipate these dollars will fund both the DSRIP program and the local portion of Public Health costs. For 2016/2017 Public Health received \$5.4 million and for the 2017/2018 fiscal year, Public Health anticipates DSRIP funding of \$3.1 million. For the 2018/2019 fiscal year, Public Health anticipates DSRIP funding to remain flat at \$3.1 million. These dollars are directly related to the expected deliverables of the DSRIP program, the 2016/2017 year included additional dollars associated with the multi year program. This revenue will be used to fund future year program costs.

The City receives significant grant funding for airport improvements. In the 2017/2018 year, the airport anticipates receiving \$7.6 million in federal funds for airport capital projects and 2018/2019 the airport anticipates a slight decrease in federal fund to \$6.4 million which will allow the airport to address infrastructure needs. These funds will be used for improvements at the airport.

Most of our governmental revenues are grant funds contained in the Special Revenue Funds. The grant funding is for a variety of different programs and activities including Housing, Community Development, Public Health, and special police initiatives. Our most significant grants are from the Department of Housing and Urban Development (HUD). The Housing and Urban Development (HUD) grants include our Community Development Block Grant Program (CDBG) and various Housing programs. Overall, grant revenues recorded in the Special Revenue Funds are anticipated to decrease slightly from \$25.3 million in 2017/2018 to \$25.2 million in 2018/2019. We are anticipating an increase in funding levels for Community Development Block Grant from \$1.4 million to \$1.6 million. We anticipate funding levels for Housing Assistance and Shelter Plus Care will remain flat at \$10.3 million and \$0.3 million, respectively.

Law enforcement grants are expected to increase from \$260,812 in 2017/2018 to \$318,700 in 2018/2019. Our U.S. Department of Agriculture grants remained stable. Our Women, Infant, and Children (WIC) nutrition grant includes a slight increase from \$2.2 million in 2017/2018 to \$2.5 million in 2018/2019. Urban transportation planning remained flat at \$0.4 million for 2017/2018 and 2018/2019.

While not a significant portion of the Special Revenue Fund budget, we currently have eight Public Improvement Districts with a combined 2018/2019 budget of \$1,640,456. These districts were created to provide special landscaping amenities to the residents of these subdivisions. PID revenue is increasing for next year due to new plats brought on during the current year. The assessments fund the operation and maintenance of the PIDs along with any related debt service.

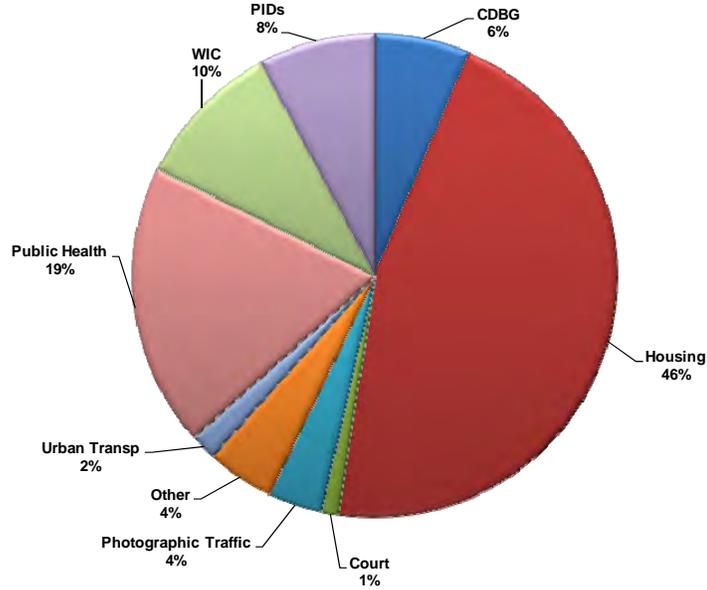
The City has installed traffic cameras at various new intersections this year and we expect revenue for 2018/2019 to be \$0.9 million, a decrease from the revised 2017/2018 estimate of \$1.4 million. After recognizing all costs, the City's net portion of this revenue will be used for traffic signal improvements.

The Court Security Fund was created in 2003/2004 to pay for the Municipal Court bailiffs; a three-dollar fee, which is added to offenses, funds these positions. The fee should produce some surplus over the cost of bailiffs, which will be used for security improvements at the Court. The Court Technology Fund collects a four-dollar fee on offenses and is used to fund technology improvements at the Court. These revenues are estimated to be flat for 2018/2019.

The Police Department's Seized Property Fund is being used for the operations portion of our local narcotics task force. The salaries and officers are included in the Police Department budget in the General Fund; the other operating costs are funded from seized property. Seized funds are received from the courts and are difficult to estimate. A graph of the budgeted governmental revenues included in the Special Revenue Funds follows.

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Special Revenue



Public Safety and Health:

We are anticipating a slight increase in Public Safety and Health revenue; revenue is expected to increase from \$2.8 million in 2017/2018 to \$3.0 million in 2018/2019. The reimbursement from the Airport to the General Fund for fire protection, which is the largest single revenue source in this category and makes up over half the revenue, will increase by approximately \$55,000 in 2018/2019. The reimbursement is calculated from our Cost Allocation Plan. Warrant fees are expected to decrease slightly from \$0.6 million in 2017/2018 to \$0.5 million in 2018/2019. Warrant production has been one of the priorities of our Municipal Court and Police Department. In 2003/2004, we outsourced warrant collection. A 30% collection fee is added to the cost of the warrant and paid by the defendant, which covers the cost of collection. During 2014/2015 the City moved the warrant collection in house, warrant collections have remained very strong and the cost to the defendants is reduced as there is no associated 30% collection fee. The Vital Statistics function (maintenance of birth and death records) is the third largest revenue source in the Public Safety and Health category. Our revised current year estimate is \$240,000 and we are expecting Vital Statistics revenues in 2018/2019 to increase slightly to \$250,000. The Vital Statistics revenue is one of our best revenue sources because of the low cost associated with collecting this revenue. Warrant fees are very labor intensive to process and collect.

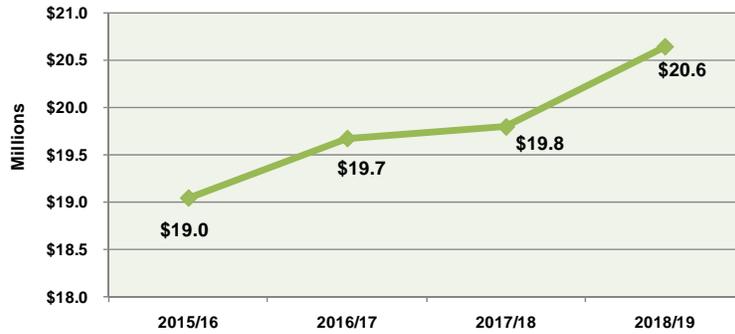
Sanitation:

The sanitation revenues represent user charges for collection and disposal of solid waste. Sanitation revenues also provide for the budgetary transfer to our Solid Waste Improvement Fund to provide for ongoing capital costs at the city landfill. Over the next five years, these annual landfill improvements are expected to average close to \$1.0 million. In 2006/2007, we budgeted \$8.0 million to begin opening a new cell at our landfill and making improvements in our transfer station. In 2007/2008, another \$2.5 million was budgeted for the liner at the new cell. With the 2016/2017 \$5.5 million gas collection and control system project; the City's ability to support this level of capital expenditure will necessitate larger transfers in the future.

Sanitation charges are billed along with the water and sewer charges to residential and commercial customers. Residential customers receive twice-a-week service in the winter and three times per week service in the summer. Service varies with commercial accounts and can be as much as six pick-ups per week. Landfill charges are collected at the landfill or are separately billed. Sanitation revenues decreased from 2014/2015 to 2015/2016 due to landfill revenues going back to a normal level after the 2013 hail storm. Since monthly billing is fixed, the revenue is very predictable.

The graph that follows shows the trend of sanitation collections.

Sanitation Revenue



Culture and Recreation:

The culture and recreation revenue category consists of revenues from City-sponsored activities. Civic Center charges and various golf course revenues are the major sources of revenue in this category. The City owns and operates a convention center complex, which includes the Civic Center and the Globe News Center, as well as two 36-hole golf courses. The balance of this culture and recreation category is made up of participant fees and library late charges. In total, we expect an increase in the culture and recreation category. Total culture and recreation revenue for 2018/2019 is projected to increase to \$7.3 million compared to a revised revenue estimate of \$7.0 million for 2017/2018. Most of the increase is in golf course related fees \$160,000. A graph of culture and recreation revenue follows.

Culture & Recreation



The combined golf fees make up the largest portion of culture and recreation revenue. In 2017/2018, the City focused on reducing the General Fund subsidy to the golf course program. The revised Golf revenue estimate for 2017/2018 is expected to increase over the original budget, directly related to fee increases. Additionally, we expect golf revenue 2018/2019 to increase slightly over the revised 2017/2018 estimate. In general, golf revenue is always difficult to estimate because it is so weather dependent. A graph of golf revenue follows below.

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Golf Revenue



Civic Center revenue is the next largest revenue source in culture and recreation revenue. The Civic Center complex revenue is comprised of revenues from the Globe News Center for the Performing Arts, Auditorium, Coliseum and exhibit area rentals at the Civic Center, commissions on novelties and concessions, box office charges and advertising revenue. Civic Center revenue is expected to remain flat at \$2.1 million for 2017/2018 and 2018/2019. Rental rates were increased by 20% in both 2011/2012 and 2012/2013. The purpose of these increases was to free up hotel tax to be used for a proposed ball park, which will also host other events. A graph of Civic Center revenue follows.

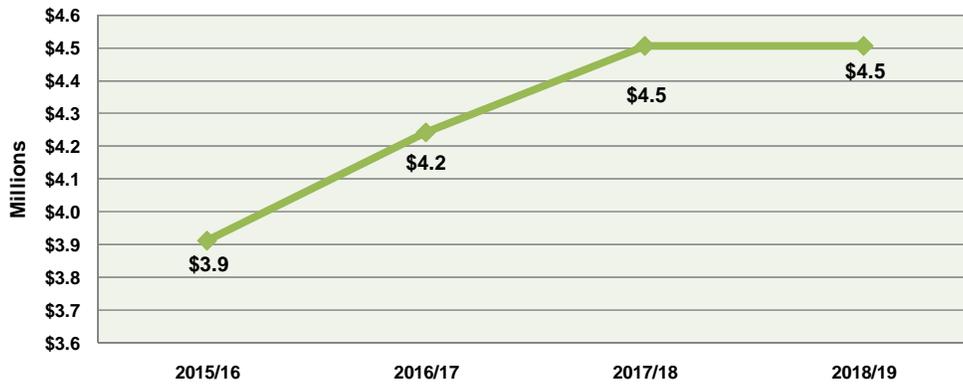
Civic Center Revenue



Fines and Forfeitures:

Fines and forfeitures are estimated to remain flat for next year. Most of the fines and forfeitures are related to traffic violations with the major revenue source being traffic fines. We intend to continue aggressively pursuing monies due the court. We have an internal collection program. In 2003/2004, we added \$3 to each ticket for the Court Security Fund; this fee should generate about \$107,300 next year. The Court Security Fund will pay for the bailiffs at the court. In addition to the \$3 Court Security Fund, we added \$4 on each ticket for the Court Technology Fund. The Court purchased and installed new court software in 2009/2010. The Court Technology Fund paid for the upgrade and the ongoing maintenance. The Court Technology Fund generates about \$142,600 from the \$4 fee on each ticket. Both the Security Fund and Court Technology Fund are accounted for in the Special Revenue Funds. A graph of the court related revenue excluding the Security Fund and Court technology Fund follows.

Fine & Forfeiture Revenue



Forfeited discounts are the next largest single revenue source in the Fines and Forfeitures category. Water, sewer, sanitation, and drainage charges are billed net of a discount. This discount is forfeited if not paid within ten days. The purpose of the discount is to encourage prompt payment of the bill and reduce bad debt losses. For 2018/2019, we are anticipating \$1,723,700 in forfeited discounts, compared to \$1,745,805 in 2017/2018. There can be significant variations in forfeited discounts. In keeping with our policy that all revenue estimates be realistically attainable, we have budgeted a conservative figure for forfeited discounts. A graph of forfeited discounts revenue follows.

Forfeited Discounts



Interest Earnings:

In the past, interest earnings were a significant revenue source to all funds. In 2016/2017, \$1,737,504 was generated in investment income. The City portfolio has a short-weighted average maturity and is dependent on short-term interest rates and short-term rates have been very low but are starting to slowly increase. Thus, interest earnings are being to see an increase. In investing City funds, our objectives are to preserve capital, to provide liquidity, and maximize return within the constraints of capital preservation and liquidity. Short-term rates have been at historic lows but we anticipate them to continue the slow rise over the next year. We are anticipating interest income of \$3,358,718 in 2018/2019, compared to our revised estimate of \$3,249,744 in 2017/2018. The above-mentioned anticipated increase in investment income can be seen in the graph below.

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Interest Income



General Fund Administrative Charges, Miscellaneous and Other Revenue:

General Fund administrative charges consist mainly of charges to internal operations like water, sewer, airport, drainage, and grants, but also include charges for the administration of our weed enforcement program and collection fees for state court costs. The most significant revenue items in the administrative charges are the revenues derived from the City's Indirect Cost Allocation Plan. The administrative charge to Water and Sewer, Airport, and Drainage are derived from the Indirect Cost Plan. The actual indirect cost reimbursement to the General Fund represents the various grant portion of General Fund overhead. Airport administrative charges will increase to \$170,074 in 2018/2019 compared to \$161,659 in 2017/2018. Water and Sewer administrative fees increased from \$1,447,018 in 2017/2018 to \$1,457,898 in 2018/2019. Indirect costs charged to City activities and grants will increase from \$1,786,220 in 2017/2018 to \$1,809,590 in 2018/2019. As a general rule, indirect cost changes are exacerbated by annual carryover adjustments. If an over or under recovery occurs, the indirect cost is adjusted to the new calculated cost and the over or under recovery is also applied. Applying the carryover adjustment results in full cost recovery, but it can also cause large variations in recoveries on an annual basis.

The payment in lieu of property tax imposed on the Water and Sewer Utility is a significant revenue source in this category. The payment in lieu of property tax is increasing due to the increase in the plant and equipment in our Water and Sewer Fund; the payment in lieu of property tax will increase to \$4,047,438 next year. The Event District has agreed to pay the City a management fee for the operation of the Venue District addition to the Civic Center. The Event District operating revenue is budgeted at \$398,004 for 2018/2019, which is the same as 2017/2018.

Operating Transfers:

An equity transfer involves the closing of a fund and the transfer of the closed fund's entire fund balance to another fund. Operating transfers involve the transfer of assets from one fund to another in the normal course of the fund's operations. Historically, the interest income from Capital Project Funds that relied on the General Fund for support was recorded as General Fund Income. The City adopted GASB Statement 31, which requires investment income to be reported in the fund that held the investment.

Utility Sales and Service:

Utility sales and service is a major revenue source to the City of Amarillo. Water meter sales and sewer charges make up 94% of total water and sewer revenue. Water and sewer revenues are very difficult to predict because they are so weather dependent. With the exception of the minimum or base charge, water sales are completely based on consumption. Moreover, we utilize an increasing block structure to encourage water conservation. The increasing block structure creates additional consumption-based revenue, which makes it more difficult to estimate. Sewer revenue is somewhat more predictable since the residential charge is set for the year based on the winter water consumption. However, sewer commercial accounts are based on water consumption each month, usually with a separate meter for irrigation. When estimating water and sewer charges, we use a normal year of about 16 billion gallons in sales as opposed to trying to anticipate high or low consumption. Water and sewer charges are billed monthly and are very collectable. However, since the revenue is consumption-driven, it can vary significantly.

Our water and sewer system has a great deal of needs. We are in the process of upgrading our aging water and sewer infrastructure. Moreover, we added a new water supply to the City in 2010/2011; the first new supply in about 50 years. Consistent with our incremental approach, we have been raising water and sewer rates over the last several years. In 2001/2002 and 2003/2004, Water and Sewer Utility revenue had a 5% increase in water and sewer rates. Our 2006/2007 rate

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increase was expected to generate about an 8% increase in water and sewer revenue. The 2006/2007 rate increase had two components. First, all water and sewer rates would increase by 6% effective October 1, 2006. Also effective October 1, 2006, we added a third tier to our residential rate structure and commercial irrigation meters were put under the residential rate structure to encourage conservation. However, both components of the rate increase were very volume dependent.

The 2007/2008 rate structure was designed to generate a 10% water and sewer increase in a normal year. The third tier rate (added in 2006/2007) had been effective in deterring large consumption and was left alone. However, a new rate structure was put in place to be less sensitive to changes in volumes.

Like 2007/2008, the 2008/2009 rate structure was also designed to generate a 10% water and sewer increase in a normal year and encourage conservation. In fact, many residential customers did not even see an increase.

For 2008/2009, we also redesigned our sewer structure. The new sewer minimum charge was raised but included the treatment of the first 3 thousand gallons of wastewater. The new sewer rate structure was very comparable to our new water rate structure where the minimum bill also includes the first 3 thousand gallons of water. Another change in the rate structure was that we began having a commercial and residential rate for treating wastewater. Treating commercial wastewater is more difficult and more corrosive on our system than treating household wastewater. Therefore, beginning in 2008/2009, the rate was \$1.35 per thousand gallons for commercial wastewater and \$1.25 per thousand gallons for residential wastewater after the first 3 thousand gallons. Commercial accounts are billed for their sewer volume based on their water consumptions. Residential customer's sewer usage is estimated from a winter average of water usage. As with water, the low volume customers saw less of an increase.

Water and sewer customers that use more water, incurred most of the rate increase in 2008/2009. While the new structure encouraged conservation, our revenue system became more volume dependent. The paradox of conservation is that if conservation actually works, the system has revenue shortfalls and additional rate increases are needed.

The 2008/2009 rate increase was only a portion of the rate increase needed for the new well field project and to provide more internal capital for infrastructure improvements. We were able to obtain favorable financing from the Texas Water Development Board and issued \$38,885,000 in bonds for a portion of the well field project. The average interest rate was \$2.09%. However, the sheer size of the issue called for a 10% rate increase. The rate increase was applied across the board in 2009/2010 and all customers saw the 10% increase.

The City was successful in obtaining the balance of the Potter County Well Field project (\$47.4 million) from Texas Water Development Board (TWDB) at a very attractive interest rate (1.97%) for twenty-year debt. Moreover, the City obtained another \$18 million in funding from the Texas Water Development Board for improvements at the Osage Treatment Plant at 0%, again for twenty-year debt. While the interest rates are very attractive, the borrowing still has to be repaid. Therefore, we had another 10% rate increase in 2010/2011.

We had a great opportunity in 2010/2011. The Canadian River Municipal Water Authority (CRMWA) purchased over 213 thousand acres in water rights from Mesa water. Most of the water rights were contiguous with CRMWA's holdings in Roberts County. Since the holdings are contiguous, future development of the holdings can take advantage of existing infrastructure. While purchasing water rights is expensive, developing the rights is even more costly. However, the portion in Ochiltree County was contiguous with the City of Amarillo's water rights. In fact, CRMWA would have to cross the City of Amarillo's water rights to develop the field. Thus, it made more sense for the City of Amarillo to own the Ochiltree County water rights than CRMWA and the City purchased the rights from CRMWA. The City issued \$16.3 million in Water and Sewer bonds to purchase the Ochiltree County water rights from CRMWA and the City's portion of the CRMWA debt is another \$38.1 million. This transaction necessitated another rate increase. In total, we needed an 11% rate increase to service the debt. In order to avoid another double-digit rate increase, the debt was structured so that we could have a 6% increase in 2011/2012 and another 5% increase in 2012/2013.

We included a 2% increase in water rates for the 2013/2014 year. The City issued approximately \$8.4 million in bonds through the TWDB to fund the Lift Station #7 reconstruction and improvement project. This rate increase will be used to fund the debt service. During the 2015/2016 fiscal year the City implemented a 3% rate increase to fund additional debt associated with the Arden Road transmission line project. For the both the 2016/2017, 2017/2018, and 2018/2019 fiscal years the City has increased rates by 3% anticipating \$28 million in bond issues to fund capital projects.

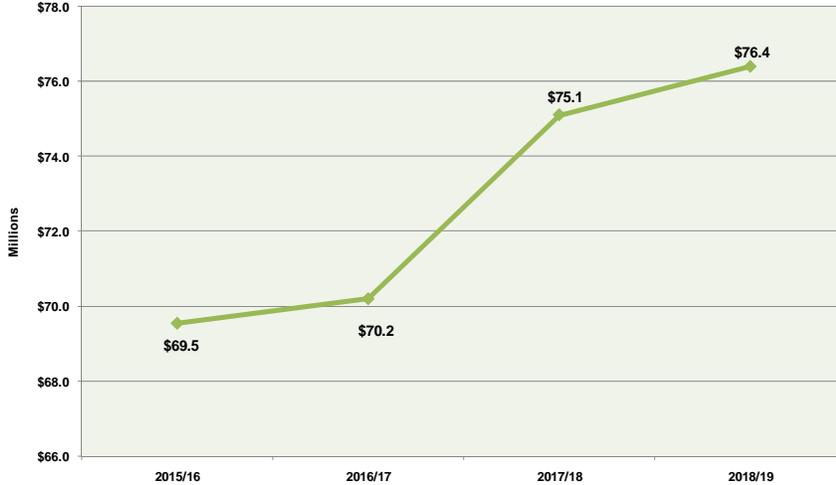
Our 2011/2012, 2012/2013 and 2013/2014 water and sewer revenue were substantial at over \$66.2 million, \$67.4 million and \$67.8 million, respectively. The area has been experiencing drought conditions for the past several years. Thus in 2011/2012, 2012/2013, and 2013/2014 the City experienced increased water consumption. Our projected budgets are based on average consumption levels.

While the rate increases have been substantial, we are still staging the increases in an attempt to be less burdensome on our customers. Even with the above rate increases, our citizens enjoy some of the lowest water and sewer rates in the State. The

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following chart graphs the actual water and sewer sales for 2015/2016 and 2016/2017 as well as the projected sales for 2017/2018 and 2018/2019. Water and sewer sales for the 2015/2016 fiscal year reflect a significant increase from the 2014/2015 fiscal year. The 2014/2015 year received a significant amount a rainfall, in fact, this year's rainfall is ranked 4th of measurable rainfall years. The 2016/2017, 2017/2018 and 2018/2019 years reflect a normal water usage. These three years include a 3% rate increase.

Water and Sewer Charges



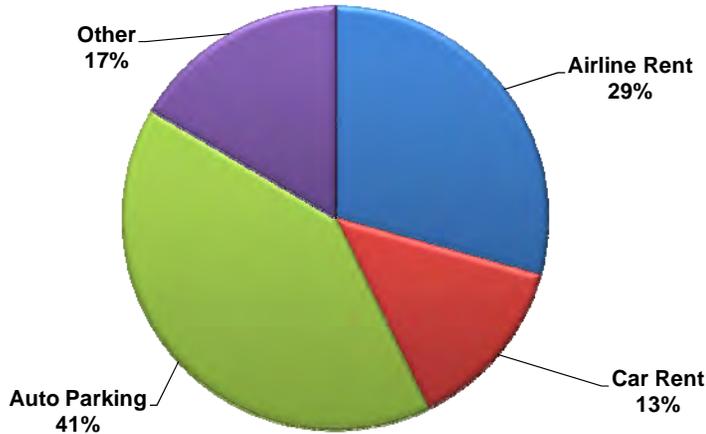
Airfield Revenues:

Airfield revenues include fees charged for use of the airfield. Landing fee revenue is the now the second largest revenue source in this category. Landing fees are based on the number of flights and the weight of the aircraft. Overall, we are estimating a slight increase in landing fees from \$545,802 in 2017/2018 to \$550,000 in 2018/2019. In 2008/2009, we began charging a Passenger Facility Charge (PFC) of \$4.50. The PFC is one of the Airport's most significant revenues. The PFC generated about \$1.40 million in revenue in 2013/2014, \$1.35 million in 2014/2015, \$1.32 million 2015/2016, \$1.22 million in 2016/2017, should generate approximately \$1.36 million in 2017/2018, and an estimated \$1.33 million in 2018/2019. The PFC will be used to service the debt on the \$17.4 million bond issue in 2008/2009 for terminal improvements.

Terminal Building Revenue:

Terminal building revenue is the Airport's most significant revenue source and contains terminal rentals and commissions for the vendors that utilize the airport terminal. The auto parking concession is included in terminal building revenue. The airline rental revenue also includes the cost of Airport Security Service. The Airport may also increase future fees to reflect increases in cost. Historically, the parking concession has been our most significant single source of operating income. Depending on the year, either airline rental income or airport parking revenue is the number one revenue source. Next year, we expect airline rentals to be \$2.1 million. However, the most significant change in this revenue category is the addition of a Customer Facility Charge in 2014/2015. With the construction of a common facility to service all the rental cars, and car rental customers are charged \$3 on car rentals to pay for the facility. We estimate Customer Facility Charge revenue at approximately \$0.6 million for 2018/2019. Parking revenue is budgeted at \$2.8 million for 2018/2019 which remains flat with 2017/2018 revised estimate. The new restaurant and bar located inside the secure portion of the terminal generate about \$210,000 in revenue. Car rental revenue is expected to be \$940,000 in 2018/2019 as compared to \$1,044,393 in 2017/2018. A graph of terminal building revenue follows.

Terminal Building Revenues



Other Building and Grounds Revenue:

Other building and grounds revenue is a significant airport revenue source. Most leases have provisions to increase with the Consumer Price Index on some periodic basis. Grounds rental revenue is from various ground lease agreements with car rental companies, charter aircraft companies, corporate hangars, grazing leases, tower leases, and farming leases. As mentioned above, these leases have an annual increase built into the lease agreements and the projected amounts are based on the individual leases. Similar to the ground leases revenue above, other building rental revenue is from building leases with various tenants and the projected revenue is based on the individual leases and occupancy. We are estimating a decrease in Airport other building and ground rentals from \$1,507,857 in 2017/2018 to \$1,395,966 in 2018/2019.

Fleet Services and Information Services Interdepartmental:

The equipment rental revenue source represents the departmental user charge for shop owned vehicles, trucks, and rolling stock. The revenue source is calculated from departmental budgetary estimates. The fleet user rate has two components: an operating rate and a replacement rate. In conjunction with converting to a new automated fleet system, rental rates were converted from a per mile rate to a monthly rate. Since anticipated usage in miles can be difficult to estimate, the monthly rate is easier to budget. During 2010/2011, fleet rental rates were lowered 10%, even though the City continued to experience increased cost in repair parts and erratic fuel prices. The decrease in rates was to give some much needed budgetary relief in other areas. While individual department budgets can vary, we increased rates by 5% overall in 2011/2012 and 2012/2013 and by 7% in 2013/2014 and 2014/2015 to help make up for the decrease. During 2013/2014, we also restructured the rates charged to Enterprise Funds, including Solid Waste which is located in our General Fund, in order to align the rates with actual costs. We increased garage rental rates again in 2015/2016 and 2016/2017. Fleet Services Fund is in decent shape and should still have about \$6.9 million in available funds. We expect Fleet Services interdepartmental charges to decrease from \$16,271,799 in 2017/2018 to \$16,232,704 in 2018/2019.

Our Information Technology Fund operates similar to our Fleet Services Fund. We have developed a charge-out system based on the hardware, software, and services utilized by the various user departments. We increased rates overall by 3% in 2013/2014, 4% in 2014/2015 and 3% in 2015/2016. Beginning in 2013/2014, our telecommunications department and related user fees have been moved into our Information Technology Fund. User fee revenue is expected to increase to \$6,319,026 for 2018/2019. As with the Fleet Services Fund, we expect future rate increases in the Information Technology Fund.

COMMENTARY ON AVAILABLE FUNDS

General Fund:

The General Fund began the year with \$42,757,840 in available funds. We anticipate ending the 2017/2018 fiscal year with \$46,511,904. We had intended to reduce our General Fund available funds in 2017/2018. We had targeted the 2017/2018

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fund balance at \$40,692,915 and budgeted \$4.6 million in transfers to capital projects funds. The increase in the 2017/2018 fiscal year available funds is due to a combination of more revenue than expected and departments under spending their operating budget. Historically, year-end surpluses have been earmarked mainly for capital projects. In 2017/2018, we budgeted a \$0.3 million transfer to our General Construction Fund, \$1.2 million transfer to our Street and Drainage Improvement Fund, \$0.6 million transfer to our Solid Waste Improvement Fund, and \$2.5 million transfer to the Civic Center Improvement Fund. For the 2018/2019 budget, we budgeted a \$3.1 million transfer to the General Construction Fund. The 2018/2019 transfer to the Solid Waste Improvement Fund is \$1.0 million, and \$2.3 million is budgeted as a transfer to the Civic Center Improvement Fund. After the 2018/2019 transfers, the City should have \$43,578,953 in available funds. The 2018/2019 available funds is consistent with our targeted reserve of three months operating expenditures excluding the transfer to General Construction. Moreover, due to our conservative budgeting practices, we generally end the year with a reserve that is more than three months operating expenditures.

The transfer to the Compensated Absences Fund was eliminated in 2010/2011 and not budgeted for 2011/2012 or thereafter. The balance in the Compensated Absence Fund should be sufficient for the next fiscal year, but will need to be restored in the future.

Many cities target a two-month operating reserve. We target a three-month operating reserve because of the volatility in our revenue sources. Sales tax is our main revenue source and even small percentage changes amount to significant differences in revenue. Franchise fees are also important revenue sources to the General Fund, and many of these fees are weather dependent.

General Interest and Redemption:

The General Interest and Redemption Fund is used to accumulate funds for the payment of the general long-term obligations of the City. Relatively speaking, the City of Amarillo still has very little tax supported debt. Our tax supported debt consists of one bond issue for library improvements; the 2007 Certificates of Obligation and the 2010 Certificates of Obligation were issued for the Grand Street Bridge project. During 2017 the City issued the 2017 Certificates of Obligation to fund public safety radios and the 2017 General Obligation Bonds for the first year of the November 2016 voter approved debt to fund streets and public safety. Our tax supported debt will require a property tax of \$0.03666 per \$100 valuation in 2017/2018. We anticipate that we should end 2017/2018 with \$2.8 million in our General Interest and Redemption Fund, and end 2018/2019 with \$630 thousand. Since property taxes are both highly collectable and predictable, we only target a modest amount of available funds in the General Interest and Redemption Fund.

The City has historically used the Certificates of Obligation structure when issuing self-supporting debt to obtain more attractive interest rates. In 2010/2011, the City had issued two Certificates of Obligation for self-supporting debt. The City issued \$3.7 million for golf course improvements and \$2.2 million in a TIRZ streetscape project. The golf course debt will be paid from golf related revenues and the TIRZ debt will be paid by participation of the TIRZ taxing entities.

The City has had six Certificates of Obligation issues for improvements at the Greenways Public Improvement District and for improvements at the Colonies Public Improvement District. The Certificates of Obligation issued for Greenways and Colonies improvements are funded by special assessments on the property owners of those subdivisions and do not require the levy of a property tax.

Most of the funds accumulated in our debt service funds are to satisfy the City's obligation to pay accumulated vacation, sick pay, and comp time. State law allows police officers and firefighters to accumulate unused sick leave without limit and requires that they be paid for up to 90 days of unused sick leave at termination. In addition to accumulating unused sick leave, all full-time employees can also accumulate up to 65 days of unused vacation pay. Traditionally, the City of Amarillo personnel rules had extended the 90-day payment of unused sick leave provision to full-time civilian employees with at least 10 years of service. However, beginning in 2007, the City of Amarillo changed its sick leave and vacation leave policy for new civilian employees. Civilian new hires after 2007 will be allowed to accumulate up to 60 days of unused sick leave and 30 days of unused vacation pay. The new sick leave and vacation policy should slow the accumulation of accrued sick leave and vacation pay. While the new policy is clearly not as good as the old policy, it is still an attractive benefit. The new policy does not apply to police officers or firefighters, which still represent a great deal of liability.

It is the City's policy to identify and pre-fund liabilities as opposed to a pay-as-you-go funding. In the past, the City has pre-funded the liability for sick leave and vacation so that funds are available at termination to pay the benefit. The City only partially funded the sick leave and vacation benefit in 2009/2010 and has not funded the benefit since then. At the current withdrawal rate, the sick leave and vacation accumulation will be exhausted during the next fiscal year. One of the best reasons to pre-fund a benefit is that the earnings on the accumulated funds can be used to reduce the cost. Unfortunately, there are not much earnings in this low interest rate environment and less of an incentive to pre-fund the sick leave and vacation benefit. In any event, we will have to begin funding this obligation again or pick it up on a pay-as-you-go basis in the 2019/2020 fiscal year.

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While we have accrued the cost, we have not funded the liability for closure and post-closure costs at our landfill. Moreover, we have historically not prefunded the cost of our other post-retirement benefits, other than pensions. City employees can keep their City health coverage after retirement at very attractive rates that do not reflect the total cost of the benefit. The landfill costs are insignificant compared to the cost of post-retirement health coverage. Beginning January 1, 2013, we funded a trust dedicated to the costs associated with our other post-retirement healthcare benefits. We allocated 1.96% of all full-time salaries to the new trust for calendar year 2013. The rate increased to 2.43% beginning January 1, 2014 and will remain the same through fiscal year 2018/2019.

We began the year with \$4,602,698 in available funds set aside for the City's general obligations. We anticipate ending the 2017/2018 fiscal year with \$2,847,860; a decrease of \$1,754,838. In 2018/2019, available funds are expected to be \$630,882 with \$3,067 set aside for compensated absences and \$627,815 thousand for tax supported debt.

Enterprise Funds:

The Enterprise Funds are business-like activities that sell a product or service to the general public. The City of Amarillo Enterprise Funds consists of the Water and Sewer Fund, the Airport Fund, and the Drainage Utility Fund. All of these funds are self-sustaining and do not require any assistance from another fund. An enterprise fund provides for both operating and capital funding of their respective activities. Thus, the reserve of an enterprise fund consists of an operating reserve and a capital reserve. By policy, we target three months operating expenditures as an operating reserve plus about one year's normal capital expenditures as a capital reserve.

In total, Enterprise Funds began the year with \$45.6 million in available funds. Ending the 2017/2018 fiscal year, available funds are estimated to be \$43.7 million, a decrease of \$1.9 million. In 2018/2019, available funds are expected to decrease to \$42.3 million related to a decrease in revenues and an increase in operating expenditures in Airport.

Most of the above change in available funds would be attributable to the Water and Sewer Fund. Of the above \$45.6 million in beginning available Enterprise Funds, the Water and Sewer Fund represents \$35.6 million. At the end of 2017/2018, we expect the Water and Sewer Fund to decrease to \$35.1 million. We began our 2017/2018 year with beginning available funds equal to the original budget projection. Water and sewer available funds should increase to \$36.1 million by the end of 2018/2019. After considering our reserve for sick and annual leave of \$1.0 million and our legal reserves of \$13.5 million, our net operating reserve would be \$21.6 million. We will be very close to a three-month operating reserve of \$13.0 million and a one-year capital reserve of \$9.0 million in our Water and Sewer Fund.

We have very conservative methods of budgeting. For capital projects, we consider the funds are no longer available when they are budgeted for a project instead of projecting the future cash outflows of these projects. The Water and Sewer Fund had cash and investments at the beginning of the year of approximately \$133.7 million, but after subtracting liabilities and capital project budgets of \$98.1 million, we consider available funds to be \$35.6 million. Please refer to the Enterprise Fund Summary of Resources and Expenditures for more detail on the available funds calculation.

The Airport Fund began the year with approximately \$6.3 million in available funds. We expect the available funds to decrease to \$5.3 million by the end of 2017/2018. In 2018/2019, we expect airport available funds to decrease to \$3.5 million. The above \$3.5 million of estimated available funds in 2018/2019 will fall slightly below our target of three months operating expenditures plus one year's normal capital expenditures. The target balance is approximately \$4.3 million: \$2.3 million for a three-month operating reserve and \$2.0 million for a one-year capital reserve.

The Drainage Utility Fund began the year with approximately \$3.7 million in available funds and we expect available funds to decrease to \$3.3 million by the end of 2017/2018. The new assessments began October 1, 2012. After six full years of collections and operating and capital expenditures, we anticipate ending 2018/2019 with \$2.6 million. Our targeted reserve is \$2.8 million: \$0.8 million for a three-month operating reserve and \$2.0 million for a one-year capital reserve.

Internal Service Funds:

Internal Service Funds are similar to enterprise funds above in that they are used for business-like activities. However, the Internal Service Fund's customer is the sponsoring governmental entity. Internal Service Funds are used for activities where it is important to recognize the full cost of a function on the accrual basis. The City of Amarillo Internal Service Funds consists of the Fleet Services Fund, the Information Technology Fund, the Risk Management Fund, and the Employee Insurance Fund. Like an Enterprise Fund, an Internal Service Fund provides for both operating and capital funding of their respective activities. Thus, the reserve of an Internal Service Fund consists of an operating reserve and a capital reserve. By policy, we target three months operating expenditures as an operating reserve plus one year's normal capital expenditures as a capital reserve. The Risk Management Fund and the Employee Insurance Fund do not generally have capital expenditures; therefore, these funds would not need to provide for a capital reserve. However, we need available funds for large, out-of-ordinary claims that may occur.

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In total, the Internal Service Funds began the year with approximately \$18.1 million in available funds. We are estimating that by the end of 2017/2018 fiscal year available funds will decrease slightly to \$17.9 million. In 2018/2019, available funds are expected to increase by \$1.2 million to \$19.1 million. In sum, our targeted reserve for the Internal Service Funds should be about \$20.1 million: Fleet Services \$7.4 million, Information Technology \$2.7 million, Risk Management Fund \$5.0 million, and \$5.0 million for the Employee Insurance Fund. The 2018/2019 balance of \$19.1 million is short of our targeted \$20.1 million. Over the last three years the City has successfully reduce the upward trending claims costs in the Employee Insurance Fund and has been able to rebuild reserves. Going forward the City anticipates that the claims will trend upward and continues to monitor health provider networks and plan design, however this is an area that will continue to see funding increases.

The Fleet Services Fund started with \$8.9 million in available funds. We increased fleet rental rates by 7% and restructured Enterprise Fund rates, including Solid Waste, in 2013/2014, 2014/2015 and 2015/2016. In 2016/2017 we increased fleet rental rates by another 7%. We expect 2018/2019 fleet available funds at \$6.9 million. However, the City was able to address needed capital replacements with capital expenditures of \$5.0 million. The 2018/2019 available funds of \$6.9 million fall slightly below the targeted reserve of \$7.4 million.

Like the Fleet Services Fund, the Information Technology Fund has experienced abnormally large capital expenditures in the past few years, which has depleted their available funds. Beginning available funds for the Information Technology Fund were approximately \$2.0 million. We expect Information Technology's available funds to decrease slightly to \$1.9 million for the 2017/2018 fiscal year. In 2018/2019, available funds are expected to increase slightly to \$2.0 million. Our estimated 2018/2019 available funds of \$1.7 million after subtracting a reserve for sick and annual leave are slightly below a three-month operating reserve of \$1.3 million and leave a balance for capital of \$0.7 million.

The Risk Management Fund (sometimes referred to as the Self-Insurance Fund) provides coverage for most of the City's exposures including general liability, worker's compensation, employer's liability, police officer liability, public official liability, auto liability and auto physical damage. The Risk Management Fund purchases property insurance including boiler and machinery, police office liability, malpractice insurance for our clinic and carries excess worker's compensation insurance. We generally have very high deductibles or self-insurance reserves with our purchased coverage. State law protects the City with an overall liability limit of \$250 thousand per occurrence; therefore, the City has not purchased excess coverage for auto or general liability. The City's main liability exposure would be in Federal Court. Our greatest exposure in Federal Court would be involving a police officer, thus we have purchased police officer liability coverage that protects both the officer and the City. Overall, our claims experience has been improving. The Risk Management Fund began the year with \$3.0 million in available funds. For 2017/2018, we expect to end the year with \$3.4 million in available funds. We expect to end 2018/2019 with available funds of \$4.5 million. All known claims are fully funded at their estimated value based on an actuarial study. Additional available funds are necessary for incurred but not reported (IBNR) claims and for catastrophic claims. Obviously, IBNR claims and catastrophic claims are very difficult to predict and with changes in our property insurance policy deductibles we would like to have about \$5.0 million in available funds for these claims. Therefore, we will end 2018/2019 less than our targeted reserves. However, we are very pleased that we were able to increase reserves by \$1.5 million dollars in a two-year period.

The Employee Insurance Fund provides life and employee medical coverage, including dental, to City employees and retirees along with their dependants. The Employee Insurance Fund purchases life coverage, but is self-insured for medical and dental. However, we have individual stop-loss coverage, which resets annually, if a claim is more than \$750 thousand. Dental is entirely employee/retiree funded. Employee healthcare is largely employer-funded, but employees and retirees are also required to make contributions.

During 2013, 2014 and 2015 the Health Plan saw a significant increase in claims. In order to reduce the possibility of a large rate increase, and in keeping with our general philosophy of an incremental approach to rate increases, deductibles and out of pocket amounts were increased as of January 2014. Plan deductibles are currently \$1,500 per person, and the maximum out-of-pocket expense is \$5,000. The maximum out-of-pocket is all an employee/retiree would be required to pay in a calendar year before the plan pays at 100%. We would rather make smaller incremental changes to the Plan in an effort to refrain from having to make more drastic changes in plan design. However, the federal healthcare reform bill has and will continue to add future costs to the Plan. The City is completed a dependent eligibility audit to ensure that all members are eligible for coverage on the Plan. Effective January 2015 the Medicare eligible members were transitioned off of the Plan and provided a stipend to supplement insurance costs. We increased the employer contribution by 5% in October 2014, the employee/retiree portion by 3% in January 2015, and the employer contribution by 5% in October 2018.

We have four drug tiers with progressively larger co-pays where generic drugs make up the first tier. The tiers and the co-pay increase corresponding to the cost of the drug. Participants are required to pay the entire plan cost for drugs that have an over-the-counter equivalent; such as proton pump inhibitors and non-sedating antihistamines. The plan cost is still a substantial discount compared to the retail pharmacy price of the drug. Even when we have had to increase drug co-pays, we have kept the generic co-pay at the same level for several years to encourage more generic utilization. We currently have high generic utilization, over 80%.

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During 2015 the City reviewed the financial stability of the Fund. Since 2013 the City has made significant changes to control costs, deductible increases, out of pocket increases, dependent eligibility audits and premium increases. Historically, the City has very favorable contracts in place for Amarillo hospital services, physician's services, lab, and pharmacy. Beginning in July 2014, the City entered into a wrap network that has lower negotiated rates for healthcare services outside of the City's local network. The measures taken so far have not produced the anticipated results in lowered claims experience. During July 2015 the City issued a request for proposals (RFP) for the third party administration of the medical, dental, and flex plans. During July 2015 the City issued a request for proposals (RFP) for the third party administration of the medical, dental and flex plans. The City anticipates that a national carrier will have more favorable discounts with network providers. Effective January 1, 2016 Aetna Life Insurance Company began provide the plan administration for the medical and dental programs.

For the 2015/2016 the city saw \$5.1 million net reduction in health plan costs driven by a reduction in claims from \$24.2 million to 18.0 million, we believe directly related to the Aetna contract. For the 2017/2018 fiscal year we anticipate claims at \$19.2 million and for 2018/2019 we budgeted claims at \$21.1 million. Employer health plan premiums for the 2018/2019 fiscal year will increase \$0.9 million and we anticipate ending the 2018/2019 fiscal year with \$5.6 million in reserves, slightly above the \$5.0 million target. Overall, the City is very pleased in the cost saving measures experienced by the Health Plan during the last three years.

We estimate the liability for IBNR claims in the Employee Insurance Fund based on a claims lag report. The Employee Insurance Fund's IBNR claims are calculated by the City's health plan provider based on actual claims. We also recognize the liability for large claims including their corresponding treatment plan. We target a \$5.0 million reserve for catastrophic claims. We are estimating that we will end 2018/2019 with available funds of \$5.6 million, just over our targeted reserves.

Special Revenue Funds:

With the exception of the Public Improvement Districts, the Special Revenue Funds do not have a target reserve balance. Most of the Special Revenue Funds are grant funds that are bound by the grant agreement and operate on a pay-as-you-go basis. If funds are accumulated in a grant fund, they will usually be spent the following year(s). Funds accumulated in the Housing Assistance Program and the Home Program are rolled over to future years in the budget process. Monies in the Court Technology Fund will be used to upgrade the software at the court. The Court Security Fund is used to pay the salary and benefits of the court's bailiffs and security improvements at the court. The accumulated funds in the APD (Amarillo Police Department) Seized Property Fund are used for the operating expenses of our Narcotics division, excluding salaries. The Narcotics officers' salaries and benefits are included in the Police Department's budget. APD Seized Property is derived from court ordered forfeitures. At the current rate of expenditures, the seized funds would be sufficient through 2018/2019. LEOSE Fund is a Law Enforcement Training grant and available funds will be spent in future budgets. We do not anticipate receiving any additional LEOSE funding in 2018/2019 and are unsure if we will receive more funding in future years. The funds accumulated in the Hazardous Transportation Planning grant should be spent in the subsequent years. The target reserve for the Public Improvement District is three months operating expenditures, unless funds are being accumulated for some type of improvement.

Capital Improvement Funds:

Capital Improvement Funds are set up to provide for the addition, improvement, and renovation of the City's fixed assets and infrastructure. Like most Cities, we have an aging infrastructure and most of our capital spending is for replacement capital. While there may be some incremental improvement in operating costs for the particular improvement, it most likely will not be noticed with our aging infrastructure. Generally, our target reserve for a capital improvement fund is one year's capital spending. Our main capital improvement fund is the General Construction Fund, which can be used for any general government purpose such as buildings, street improvements, libraries, and parks. The estimated ending available funds of \$5.1 million are consistent with our targeted balance. One year of capital expenditures in this fund is between \$5.0 million and \$6.0 million.

Traditionally, the Golf Improvement Fund was funded by \$1 of the green fee being set aside for course improvement. Beginning in 2011, the fee was raised to \$2 to help pay the Certificates of Obligation issued for course improvements. We also implemented a premium green fee to pay for the renovated courses. The increase in the premium green fee goes to the Golf Improvement Fund for debt service. The Golf Improvement Fund is expected to end 2018/2019 with less than \$50,000 in available funds. We would like to accumulate at least a half year of debt service, \$125,000 before any golf improvement funds are used for the courses. For 2017/2018 golf fees have been increased and will increase over future years.

The Civic Center Improvement Fund is funded by the hotel tax. The hotel tax is first used to offset the net operating cost of the Civic Center complex including the Civic Center and the Globe News Center. The remaining funds are transferred to the Civic Center Improvement Fund to be used for future improvements. The Civic Center Improvement Fund should end 2017/2018 with \$2.7 million. The City anticipates ending 2018/2019 with about \$1.9 million in available funds. One-year capital spending would be approximately \$1.0 million to \$2.0 million, and the \$1.9 million estimated 2018/2019 available is consistent with this target. However, the City anticipates use a large portion of the fund balance to help fund the downtown projects, downtown parking garage, and multipurpose event venue (ballpark).

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The Bivins Improvement Fund is specifically set aside for improvements of the historic Bivins home that houses our Chamber of Commerce and several not-for-profit organizations. The Bivins Improvement Fund should have about \$0.2 million in available funds at the end of 2018/2019, which should be sufficient for any major expenditure.

We have been accumulating funds in our Solid Waste Improvement Fund for some major improvements at our landfill and improvements to our transfer station, which began in 2006/2007. Funds are transferred annually from the General Fund, representing part of the sanitation charge for improvements at the landfill. For the 2018/2019 budget the City has included \$1.1 million for multiple Landfill projects. At the end of 2018/2019, we anticipate having remaining available funds of \$0.4 million. Future capital needs will require larger General Fund transfers in the future.

BUDGET CHANGES AND HIGHLIGHTS

An important change for the 2016/2017 Annual Operating Budget was that the budget was presented as a Program Budget. The programs offered by City departments were presented with program descriptions and performance measures to define the level and quality of services delivered to Amarillo citizens. The City hopes that the reader will find a programmatic presentation useful in facilitating a review of City departmental programs.

Development of the 2017/2018 Budget was a challenge with flattening sales tax revenues. The City continued the funding of the Pay and Compensation Study implemented in the prior year, funded dollars towards addressing compression caused by implementation of the Pay Study, and funding for year 1 of the Amarillo Police Officer Association Meet and Confer agreement.

For 2018/2019 Budget the City has begun to see sales tax revenue projections increase slightly over the 2017/2018 revised estimate. Taxable property values remain strong with a 5% increase for 2017. These sources of revenue make up the largest percentage of our funding for general government expenses. Every effort has been made to maintain current levels of service throughout the City with available revenues. The impact of increasing costs in several vital areas of commodities, materials, supplies, fuel, electricity and personnel have required we make some difficult choices to balance the Budget.

This Budget represents a \$19.8 million increase from the prior year. The increase in the budget include \$20.0 million of capital projects related to the November 2016 voter approved debt, \$1.6 million increase in Water and Sewer fund operating costs and \$3.1 million increase in debt service related to the 2017 General Obligation bond issue and the anticipated 2018 Water and Sewer Revenue bond issue.

The Budget addresses the BluePrint Amarillo Council priority of Employee Compensation. The Budget includes dollars to fund year two of the Amarillo Police Officer Meet and Confer Agreement which includes a 2.5% shift differential pay, 1.0% raises for the Police and Fire Department and civilian employees, 1% lump sum payment to eligible full-time employees, and continuation of longevity and discretionary retention pay. During 2016/2017, Council approved the implementation of the Pay and Compensation Study which allowed the City to adjust beginning pay for all our pay scales to reflect market rates. The 2017/2018 budget included funding to support the Pay and Compensation Study implemented during the 2016/2017 fiscal year, as well as dollars to address compression between employees created with the implementation of the new pay schedules. The implementation of the Pay and Compensation Study during the 2016/2017 budget was accomplished through the reduction of 21 vacant positions and reductions in other maintenance and operating expenses. The current Budget includes the addition of 25 positions in areas where currently available funding was available or could be reallocated. Even with the reductions made during the last two budgets, the City continues to provide our current basic programs. However, there is little, if any flexibility left in the Budget to address unanticipated needs. Our current financial constraints limit the City in the ability to deliver new programs and services. This Budget allows us to take care of what we have at current service levels, with limited flexibility to address other needs.

The City has included a 3% increase in the Water and Sewer rates. The water rate structure includes four tiers and is designed so that customers who only use water for domestic use still have very reasonable rates. This rate increase will fund year three of a five year, \$140 million, capital program. It is anticipated that the five year program will be funded with five annual 3% rate increases.

The City tax rate increased slightly over the prior year to \$0.36838 per \$100 of valuation from \$0.36364 per \$100 of valuation and represents a 1.80% over the effective tax rate. The increase was in the interest & sinking portion of the tax rate and was related to the November 2016 voter-approved bond projects. With increasing property values, we estimate an increase of \$1 million for the property tax related to the General Fund. The increase in the debt service portion of the tax rate will fund increased debt service related to voter approved debt. Sales tax collections from 2016/2017 were down from record levels in the prior fiscal years. However, 2017/2018 is anticipated to increase slightly by 2.7% with collections at \$57.0 million. We have estimated sales tax for the 2018/2019 fiscal year to increase slightly to \$58.4 million. The additional General Fund revenues are being used to help fund Public Safety priorities in the 2018/2019 budget.

Unfortunately, we had to drop the TMRS Cost of Living Adjustment (COLA) for retirees in 2010/2011. We would like to restore a COLA benefit, but under current law, a city has to make up for all the COLAs that were skipped. This provision makes it very

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expensive and difficult to restore the current COLA benefit. We have tried in the 2009, 2011, 2013, and 2015 legislative sessions to get a true ad hoc COLA benefit, but have failed. However, we intend to pursue this again in the future.

We continue to address rising health care costs. While we have some excess coverage we are largely self insured on employee health. The City continues to monitor all costs of the Health Plan. For the 2014 Plan year, the City increased the amount of deductibles and out of pocket cost for the covered members. The City completed a dependent eligibility audit to ensure that all members are eligible for coverage on the Plan. Effective January 2015 the Medicare eligible members will be transitioned off of the Plan and provided a stipend to supplement insurance costs. During 2015 the City completed a financial review of the stability of the Health Plan and made the decision to complete an RFP process for medical, pharmacy, dental, stop loss and flexible spending administration. Effective January 1, 2016 Aetna Life Insurance Company began provide the plan administration for the medical and dental programs. The City was able to take advantage of better discounts by contracting with a national carrier For the 2015/2016 the city saw \$5.1 million net reduction in health plan costs driven by a reduction in claims from \$24.2 million to 18.0 million, we believe directly related to the Aetna contract. For the 2016/2017 fiscal year we recorded claims at \$17.3 million. For the 2017/2018 fiscal year we expect to see claims of \$19.2 million. Employer health plan premiums for the 2018/2019 fiscal year will increase 5% and anticipate ending the 2018/2019 fiscal year with \$5.6 million in reserves, slightly above the \$5.0 million target. Overall, the City is very pleased in the cost saving measures experienced by the Health Plan during the last few years.

The City has a significant investment in streets, parks, buildings, rolling stock, our solid waste collection system and landfill, our Water and Sewer Utility, and other infrastructure. Historically, a great deal of our capital budget is for replacement of our infrastructure. During the summer of 2016 the City completed a three month long community engagement program titled Wise Investment. In November 2016 the voters approved \$109 million in tax supported debt to fund street and public safety infrastructure. This approval allows the City to begin addressing aging infrastructure and will provide budgetary relief to future budgets. The Council also approved a 3% increase in Water and Sewer rates to fund year three (\$29.1 million) of a five year, \$140 million, Water and Sewer capital program.

The 2018/2019 capital budget is \$87.4 million. The Water and Sewer Fund includes capital projects of \$34.4 million of this amount \$29.1 million financed with bond financing. During 2019 the City will fund \$19.9 million in street and public safety projects with third (year three) general obligation bond issue. The Airport Fund has \$7.7 million in capital projects with \$6.1 million in federal grant funding.

About \$199 million in new property was added to the tax roll this year compared to \$237 million last year and \$212 million the year before. Our taxable values increased to \$13.1 billion. However, due to the frozen taxes, \$10.8 billion was subject to levy at the 2018/2019 tax rate of \$0.36838. The previous year's tax rate was \$0.36364.

FUTURE OUTLOOK

Amarillo is the 14th-largest city, by population, in the state of Texas and the largest in the Texas Panhandle. Amarillo was originally known for agriculture and oil and gas production, and these activities are still very important to our economy. However, Amarillo now has a more diversified local economy. Amarillo is a regional trade center and medical center for a vast area including the Panhandle of Texas, parts of New Mexico, Colorado, Oklahoma and even southern Kansas. Amarillo also has diverse major industries in the defense industry, aviation/aerospace, food production, traffic and transportation, medical & health care and business and financial services.

Amarillo started as a railroad town and the railroad is still important. The Burlington Northern Santa Fe (BNSF) Railway complex in Amarillo moves hundreds to thousands of cars daily, carrying different types of merchandise including coal, chemicals, agricultural and consumer products. The Union Pacific Railroad also sends substantial shipments to or through Amarillo. Due to our central location, we expect travel and transportation to remain major industries in Amarillo.

Amarillo is located on Historic Route 66. Traffic and transportation have historically been an important industry in Amarillo. Amarillo is centrally located in the United States and well connected by highway, air, and rail systems. Interstate 40 runs through Amarillo, making for easy access from California all the way to North Carolina. Interstate 27 bisects the city from north to south. Amarillo is the only major city between Albuquerque and Oklahoma City going east-west. Also, Amarillo is the only major city to the ski resorts of New Mexico and Colorado from the Dallas/Fort Worth Metroplex. The large traffic volume from Interstate 40, Interstate 27, and State Highway 287 helps support our hotel industry along with restaurants and tourism. A large portion of our hotel tax is allocated to support and encourage travel and tourism in our community. Half of our hotel tax is appropriated to conventions and tourism through a contract with our local Chamber of Commerce. For the 2018/2019 budget, a total of \$1,949,579 has been appropriated to our convention and tourism efforts with an additional \$469,319 to subsidize events at our Civic Center. Our 2015/2016 year was a record year for hotel tax collections, surpassing the previous 2014/2015 record year. Thus, 2017/2018 may be difficult to come in higher, but we are forecasting a modest increase.

Amarillo also serves as a regional airport for the area. The Rick Husband Amarillo International Airport has 37 flights daily, with destinations to major airline hubs including Dallas, Ft. Worth, Denver, and Houston. In 2011, our remodeled air terminal was in

CITY OF AMARILLO

service. The remodeled terminal is a big improvement over the previous terminal. Before the remodel, we were not able to use one of the concourses. Moreover, food and beverage service and retail sales were inadequate on the secure side of the terminal before the remodel. For 2016/2017 we saw an increase in airline boardings at 373,885, compared to 2015/2016 airline boardings of 341,359. Prior to this, continuous decreases were due in large to the expiration of the Wright Amendment and Southwest restructuring their service network, which resulted in a decrease of flights from AMA. However, we expect boardings to improve this year. Future positive seat capacity growth is expected to continue. Capacity increases are being driven by larger aircraft entering the market.

Amarillo serves as a regional medical center for our area and the medical community is very important to Amarillo's economy. Amarillo is home to a Veteran's Hospital, which includes a 120-bed veteran's nursing home. Amarillo's two major hospitals are Baptist Saint Anthony's Hospital (BSA) and Northwest Texas Hospital (NWTX). Baptist Saint Anthony's Hospital rated in the top 100 hospitals in the United States for several years. Northwest Texas Hospital is home to the area's only level III designated trauma center. As the population continues to age, we expect the medical community to become more important in the future.

Texas Tech University has a consolidated 20-acre medical center comprising the schools of pharmacy, medicine and allied health located in west Amarillo. The allied health school trains students in physical therapy. The medical school produces family physicians, pediatricians, obstetrics and gynecology doctors and doctors specializing in internal medicine.

Historically, oil and gas production were major industries in the Panhandle. According to the September 2017 Amarillo Economic Analysis, we have 13 active drilling rigs in the Panhandle compared to 9 last year. Oil prices have been erratic, but compared to this time last year, oil is up at \$44.63 per barrel compared to \$38.05 for the same month last year. Natural gas is at \$3.02 per mcf compared to \$2.84 last year.

The Texas Panhandle is one of the most unique and diversified agricultural areas in the world. The temperate weather conditions and the availability of irrigation water have made the area well suited to a number of agricultural enterprises. According to the AgriLife Extension Office, the area consists of 14 million acres of agricultural land with 9 million acres in pasture and 5 million acres in crops.

Agriculture is still an important industry in the Panhandle have gone from drought conditions in 2011 (driest year on record), 2012 and 2013 to 2015 when the City received 34.63 inches of precipitation and the 4th wettest year on record. Principal crops are corn, wheat, cotton, and sorghum. However, more than 25 crops are grown commercially in our trade area according to AgriLife Extension Office. Most local commodity prices are doing well; however, wheat and corn prices are down from last year. According to the September 2017 Amarillo Economic Analysis, area wheat was at \$3.77 per bushel up from \$3.23 the year before; corn is at \$3.71 per bushel compared to \$3.15 last year. Cotton increased to \$71.40 per pound, compared to \$61.30 last year. In recent years, the Panhandle has also become a major hog and dairy production area.

The Texas Panhandle is often referred to as the Cattle Feeding Capital of the World. The Texas Cattle Feeders Association is located in Amarillo and represents cattle feeders in Texas, Oklahoma and New Mexico, an area known as Cattle Feeding Country. According to the Texas Cattle Feeders Association, the above cattle feeding area is the largest in the nation. Also according to the Texas Cattle Feeders Association, this cattle feeding area produces about 6 million fed cattle annually, which is about 28% of the nation's beef. Our area has an ample harvest of locally grown feed grains, a mild climate, and large major meat packers with modern plants in our area. The meat packing industry is a major employer in Amarillo. The September 2017 Amarillo Economic Analysis reported fed cattle at \$104.97 per hundred weight which decreased slightly from \$105.00 per hundred weight for the prior year. One of our largest employers is Tyson Foods, which operates a beef processing plant in Amarillo.

We have seen steady growth in our tax base since 1993. However, over the last few years, additions to the tax roll were at a decreasing rate. We still expect additions to the tax roll in the near-term. As previously mentioned, sales tax is our largest single revenue source. Our 2017/2018 year will be a record year for sales tax receipts surpassing our 2015/2016 previous record. We expect sales tax receipts to increase next year, but at a more modest rate. Historically, sales tax receipts have done well. Our unemployment rate is still one of the lowest in the State. Our unemployment rate increased to 3.6% in September according to the Bureau of Labor Statistics. The national unemployment rate for September was 3.7% and the State of Texas unemployment rate was 3.8%.

Amarillo has experienced continued growth in population. We expect the population to continue to grow by 1.5% to 2% annually. Amarillo's census population for the year 2000 was 173,627 compared to 157,615 in 1990. The 2018 population is estimated to be 202,800. According to a recent study, Amarillo is expected to grow to about 240,000 by 2020.

Construction during the last ten years has remained strong. The new residential construction for the ten year period has fluctuated with a high \$161 million to a low of \$115 million with average new residential of \$137 million for the ten year time period. Likewise new commercial building as fluctuated with a high \$192 million to a low of \$48 million with average new commercial of \$109 million for the ten year time period. Building has remained strong for 2018 with new residential permits of

CITY OF AMARILLO

\$150 million and new commercial permits of \$139 million, with both areas over the ten year average. The 2015/2016 fiscal year reflects revenue of \$1.5 million in building permits, down slightly from the prior year of \$1.6 million. Estimates for the 2017/2018 and 2018/2019 fiscal year reflect stable projections of \$1.5 million and \$1.6 million respectively.

The City has taken a multi-pronged approach to redevelop downtown. One of the most important steps was the creation of a downtown Tax Increment Reinvestment Zone #1 (TIRZ #1). Taxes from the increase in property value in the TIRZ #1 will be earmarked for, and reinvested in, the TIRZ #1. Since three other taxing entities participate in the TIRZ #1, more funds will be invested in the TIRZ #1. Ever since the creation of the TIRZ #1 we have seen steady increase in the TIRZ #1 property values. In 2006, the base year, TIRZ property values were \$139 million. In 2018, TIRZ values are \$238 million. The TIRZ #1 has helped with funding for downtown projects, which were some of the anchors identified in our Downtown Strategic Action Plan, as well as residential housing, convention hotel(s), more retail, commercial and office development, and family venue(s).

We have engaged a developer for a convention hotel, parking garage and multi-purpose event center. The Amarillo Local Government Corporation was created in 2011 to oversee the project. Construction improvements to downtown are in process with the construction of 373,000 square foot building for Southwestern Public Service at an estimated value of \$42.7 million was completed in April 2017. The convention hotel (226 rooms) opened in August 2017. And, the LGC completed the parking garage and retail space of \$15 million during April 2017. The City has secured an AA baseball team and the funding of \$45.4 million dollar multipurpose event venue (MPEV) and estimates the completion of the MPEV project first quarter 2019.

The City has contracted with Center City of Amarillo Inc. for several years. Center City Inc. is dedicated to the revitalization of Downtown Amarillo by focusing on community, social, recreational, and economic interests. Center City is a nationally recognized member of both the Texas and National Main Street programs. The City contracted with Center City Inc. for \$181,650 to provide administration and facade improvements downtown. During the summer months, Center City's "High Noon on the Square" provides live music and their annual Block Party which is always well attended.

The Amarillo Economic Development Corporation (AEDC) is the primary economic development engine of the Amarillo community, focused on industry growth and job creation through business attraction and retention initiatives. In 1989, the citizenry of Amarillo approved a measure to increase the sales tax rate by one-half cent to be dedicated to economic development programs. The vote proved to be a proactive one, as Amarillo was the second city in Texas to approve the sales tax for economic development in the first year the program was made available through the Texas Legislature.

The mission of AEDC is to attract businesses to Amarillo which offer highly-skilled, highly-paid positions; to expand and retain existing local businesses in Amarillo; and to create a business environment conducive to entrepreneurship. The AEDC targets companies whose primary function is to produce goods or services that are then sold outside of the immediate trade area, thereby introducing new monies into the local economy. This strategy is met by implementing aggressive business recruitment programs, local business retention and expansion programs, and promoting the Amarillo, Texas brand worldwide.

In 2018, AEDC approved up to \$69 million in grant funds to Texas Tech University for the development of a College of Veterinary Medicine. These funds will be used toward the construction of facilities adjacent to Texas Tech University Health Sciences Center in Amarillo. This project provides job growth in Amarillo and educational opportunities that support the largest industry in the region.

The AEDC continued its partnership with West Texas A&M University through the EnterPrize Challenge, a local business plan competition funded by AEDC and facilitated by the WT Enterprise Center. The 23rd annual Amarillo EnterPrize Challenge awarded five grants totaling \$450,000 to new and emerging companies expected to create more than 36 new jobs and make substantial investments in the regional economy. To date, 91 businesses have received cash grants totaling more than \$6.3 million, resulting in 902 new jobs and \$156 million in new revenue to the Amarillo economy. By contractual agreement, Texas Panhandle Regional Development Corporation (TPRDC) acts as the small business financing arm of AEDC. TPRDC provides small business financing for owner-occupied commercial real estate. This Certified Development Company approved nine Small Business Administration 504 loans totaling over \$14.7 million, which leveraged \$7.3 million in bank financing and \$2.4 million in owner equity. For the year, this program was responsible for the creation of 48 new jobs. TPRDC also funded four loans in 2018 totaling just under \$2.5 million.

In addition to employment and business opportunities, Amarillo offers a high quality of life for our citizens. The arts are well represented in Amarillo. The Globe-News Center for the Performing Arts is home to the Amarillo Symphony, Amarillo Opera and the Lone Star Ballet, while also hosting a variety of concerts, touring shows and special performances. Located in downtown Amarillo, the 10-story, 70,000 square-foot facility has a 1,300-seat auditorium with state-of-the-art acoustics. The theater has a full proscenium stage and stage equipment. The Center also serves as an education center, has a large rehearsal hall and support facilities such as offices, dressing rooms, and wardrobe rooms. The Globe News Center serves as an education center for a five-state region of Texas, Oklahoma, New Mexico, Colorado, and Kansas. The Center's 'Window on a Wider World' works with arts, science, cultural organizations, and educational institutions to promote excellence in interdisciplinary arts, science and cultural programs. Its primary goal is to integrate arts, science and cultural programming into the core curriculum of math, science, language arts and social studies.

The Globe News Center above is a part of our Civic Center Complex. Our Civic Center has a coliseum, auditorium, and meeting room space. The coliseum has 4,870 permanent seats and an additional 1,800 seats can be added to the floor. The

CITY OF AMARILLO

auditorium seats 2,500. The Civic Center has conventions, concerts, musicals, and plays; and is home to our hockey team and arena football team. There is currently an architectural study of the Civic Center underway, which should have some recommendations for updating the facility.

The fairground is also home to the Amarillo National Center (ANC). The ANC is an 113,400 square foot livestock area with approximately 4,900 fixed seats. The ANC has attracted and hosted several large livestock events, the American Quarter Horse Association's Adequan Select Championship, the West Texas Futurity Cutting and the Tri-State Fair Rodeo. The ANC has made us very competitive in attracting new events to Amarillo.

The American Quarter Horse Association's home is in Amarillo. The American Quarter Horse Association is the world's largest equine breed registry and membership organization. The American Quarter Horse Association hosts the Quarter Horse Museum, which is adjacent to their headquarters on Interstate 40.

The Amarillo Museum of Art is located on the Amarillo College campus and features painting, prints and sculptures. The Panhandle Plains Historical Museum, which is located in nearby Canyon, Texas is the largest museum in the State of Texas. The Panhandle Plains Museum has archeology, paleontology and geology exhibits, an art collection and hosts traveling exhibits. For the children, we have the Don Harrington Discovery Center and Space Theater, which has several hands-on exhibits and a planetarium.

There are several outdoor activities in the Amarillo area. We now have 64 parks in Amarillo. The Palo Duro Canyon State Park, Caprock Canyon State Park and the Alibates Flint Quarries National Monument are all in the Amarillo area. The outdoor musical drama, Texas, is held each summer at Palo Duro Canyon State Park. We have a zoo, an amusement park, a water park, two skate parks, and the Amarillo Botanical Gardens.

Amarillo has a state-of-the-art shooting complex facility located on 34.8 acres of land. The site includes a 5,000 square-foot building, 36 high-power rifle-shooting positions and 20 pistol-shooting positions. The complex is intended for joint public use and police training. Other area law enforcement agencies also utilize the facility.

Amarillo is well represented by higher education. Texas Tech University has a medical and pharmacy school here in Amarillo, along with a graduate engineering program. The Texas Tech School of Medicine trains third and fourth year medical students and offers residency training in family and community medicine, obstetrics and gynecology, internal medicine and pediatrics. The Texas Tech School of Allied Health Sciences currently offers a master's degree in physical therapy. The School of Pharmacy has a four year Doctor of Pharmacy degree. Amarillo's community college is Amarillo College. West Texas A & M University (WTAMU) is located in nearby Canyon. With help from the AEDC, WTAMU now has a campus in downtown Amarillo. Both Amarillo College and West Texas A & M University are known for producing high quality graduates.

We believe the future for Amarillo is bright. Amarillo has an ample workforce, low taxes and utilities, and the best-funded economic development corporation in the State. Amarillo has a diverse economy, business and employment opportunities, and education and recreation opportunities.

**CITY OF AMARILLO
CALENDAR FOR BUDGET PREPARATION**

April 12, 2018	Budget training begins.
April 27, 2018	Division Directors submit operating and capital budget requests to Accounting.
May 28, 2018	Audit of Departmental operating and capital budgets are complete.
June 1, 2018	Finance submits operating and capital budgets with cash flows to City Manager for review.
August 7, 2018	City Manager submits operating and capital budgets with related budget material to City Council. Operating and capital budgets filed with City Secretary for public inspection.
August 7, 2018 - August 9, 2018	City Manager reviews operating and capital budgets with City Council.
September 2018	Various hearings on the operating and capital budgets and the adoption by the City Council.
October 1, 2018	Budget goes into effect.



**CITY OF AMARILLO
COMMUNITY STATISTICS**

DEMOGRAPHICS

POPULATION		AGE		RACE*/ETHNICITY	
1890	482	Under 18	28%	White	83.2%
1900	1,442	18 thru 64	60%	Black	6.4%
1950	74,246	65 and older	12%	Other	10.4%
1990	157,615				
2000	173,627				
2010	190,695			Hispanic*	30.7%
2017 (projected)	202,800				

LAND USE PROPORTIONS		LABOR FORCE		2014 HOUSING UNITS	
Right of Way	17%	September 2017	150,041	Single Family	59,606
Residential	23%	Employment	145,539 (97.0%)	Duplex	2,378
Commercial	9%	Unemployment:		Multi-Family	16,682
Industrial	3%	Amarillo MSA	3.0%	Mobile Homes	3,585
Public	12%	Texas	5.0%	TOTAL	82,251
Vacant	36%	United States	4.3%		

PUBLIC SAFETY		PHYSICAL INFRASTRUCTURE	
Annual calls for Police services	104,920	Miles of streets	1023
Annual calls for all Fire services	20,544	Miles of street overlay (2016-2017)	4.65
Number of fire stations	13	Number of street lights	10,627
Number of fire hydrants	4,102	Signalized intersections	271
Number of outdoor warning sirens	89	Miles of storm sewers	189.50

AMARILLO INTERNATIONAL AIRPORT		SOLID WASTE MANAGEMENT	
Number of passenger airlines	3	Number of solid waste customers (residential and commercial)	67,230
Scheduled flights (weekday commercial flights)	32	Landfill acreage	662
Annual number of passengers	373,885	Tons of waste collected	154,964
Annual Aircraft Operations	64,540	Tons of waste landfilled	238,360

**CITY OF AMARILLO
COMMUNITY STATISTICS**

CULTURE AND RECREATION			
Number of libraries	5	Rounds of golf played annually (2 courses)	85,318
Total library holdings	397,313	Municipal swimming pools	3
Library volumes loaned annually	1,565,059	Annual swimming pool attendance	55,506
Civic Center (auditorium, coliseum, Grand Plaza and Globe News Center)	410,000 SF	Tennis Courts	32
Civic Center event days	1,493	Tennis Center attendance	25,746
Civic Center annual attendance	583,474	Soccer fields	44
Number of Parks and Playgrounds	64	Jogging trail mileage	39.14
Park acreage	2,936	Baseball and softball fields	26

MUNICIPAL SEWER UTILITY		TRANSIT SYSTEM	
Number of wastewater treatment plants	2	Number of fixed route buses	17
Daily average of sewage treated (gallons)	16,885,581	Miles of fixed route service (annual)	578,614
Daily average of reclaimed water sold to industries (gallons)	8,992,127	Fixed route passengers (annual)	306,018
Wastewater collection mains (miles)	984.73	Spec-Trans passengers (annual)	50,840

MUNICIPAL WATER UTILITY			
Active water accounts	72,348	Water distribution mains (miles)	1,165.53
Daily average water production (gallons)	43,407,570	Number of water wells	126
Maximum daily production capacity (gallons)	138,000,000	Surface water allocation (gallons) (Lake Meredith)	2,415,080,000
		Roberts County (CRMWA) water allocation (gallons)	9,133,110,000

CLIMATE			
Annual Average Temperature	57°	Annual Average Snowfall	18"
Annual Average Rainfall	20"	Average Wind Speed (miles per hour)	13

PROFESSIONAL SPORTS	
Amarillo Bulls - North American Hockey League	
Amarillo Venom – Champions Indoor Football League	

**CITY OF AMARILLO
COMMUNITY STATISTICS**

PUBLIC SCHOOLS			
	Elementary Schools	Intermediate/ Middle Schools	High Schools
Amarillo Independent School District	37	12	4
Canyon Independent School District	8	5	2
River Road Independent School District	1	1	1
Bushland Independent School District	1	1	1
Highland Park School District (same facility)	1	1	1

HIGHER EDUCATION FACILITIES
West Texas A & M University – more than 10,000 enrollment per semester
Amarillo College – more than 10,000 enrollment per semester
Texas Tech University Health Sciences Center - School of Medicine – over 70 medical students and 75 residents
Texas Tech University Health Sciences Center - School of Allied Health – 52 students
Texas Tech University Health Sciences Center - School of Pharmacy – 251 students
Texas A & M Research and Extension Center
Wayland Baptist University Amarillo Campus

TEN LARGEST TAXPAYERS (2017 TAX ROLL)			
Taxpayer	Type of Business	Taxable Value	Percent of Total
BSA Hospital, LLC	Hospital	\$127,643,215	1.058%
Southwestern Public Service	Electric Utility	\$111,123,564	0.921%
Walmart Real Estate	Retail Stores	\$101,808,220	0.844%
Northwest Texas Healthcare	Hospital	\$89,048,264	0.738%
Case Properties	Apartments	\$80,146,894	0.664%
BNSF Railway Company	Rail Transport	\$74,913,526	0.621%
Amarillo Mall, LLC	Westgate Mall	\$63,855,673	0.529%
Atmos Energy	Natural Gas Utility	\$62,038,146	0.514%
Toot 'n Totum, Inc.	Convenience Stores	\$44,299,279	0.367%
Amarillo National Bank	Financial Institution	\$40,193,034	0.333%

**CITY OF AMARILLO
COMMUNITY STATISTICS**

MAJOR NON-GOVERNMENTAL EMPLOYERS IN AMARILLO		
Taxpayer	Type of Business	Estimated Number of Employees
Tyson Foods	Beef Slaughter and Production	3,700
Baptist/St. Anthony's Health Systems	Hospital	2,700
Northwest Texas Healthcare	Hospital	1,950
Xcel Energy	Energy Provider	1,431
Walmart Supercenters	Retail Stores	1,359
Bell Helicopter, Inc.	Aerospace Company	1,251
Affiliated Foods	Food Products Supplier	1,250
Western National Life	Life Insurance	1,002
Burlington Northern Santa Fe	Rail Transport	805
Toot 'n Totum	Convenience Stores	800

CITY OF AMARILLO

PROFILE OF AMARILLO

Location and Climate

The City of Amarillo is located on the boundary of Potter and Randall Counties in the High Plains of the Texas Panhandle, and is currently the county seat of Potter County. The City is located at the crossroads of Interstate Highway 40 and Interstate Highway 27, with the Burlington Northern and Santa Fe Railway intersecting the heart of the City. Amarillo is approximately 120 miles north of Lubbock, 360 miles northwest of Dallas-Fort Worth, 285 miles east of Albuquerque, New Mexico, and 265 miles west of Oklahoma City, Oklahoma.

Geographically, Amarillo is located within the High Plains section of the Great Plains. The High Plains is a vast, gradually sloping apron of material that was washed down from the Rocky Mountains. Beneath the limestone caprock covering the High Plains, is an agglomerate of gravel, sand, and clay carried down from the Continental Divide called the Ogallala Formation. The Ogallala is significant to the Panhandle as it provides irrigation water and a portion of the industrial and municipal water for this region.

Amarillo has a dry, semi-arid climate with four distinct seasons. Temperatures in the High Plains vary greatly depending on the time of year. Amarillo temperatures range from an average low of 23°F (January) to an average high of 91°F (July) with temperatures topping 100°F approximately five times per year. From October 2016 to September 2017 Amarillo had an average low of 23.6°F (December), an average high of 94.3°F (July), received 25.7" of rain, and 10" of snow.. Humidity averages are low, occasionally dropping below 15 percent in the spring. Low humidity moderates the effect of high summer afternoon temperatures, permits evaporative cooling systems to be very effective, and provides many pleasant evenings and nights.

The average annual precipitation for Amarillo is 20.36 inches. Measurable precipitation falls on an average of 72 days per year. Snowfall averages 18.0 inches annually in Amarillo. Snow is most frequent during the winter months, but some of the heavier snowfalls have occurred in March. Snow has fallen as early as September and as late as May.

The Texas Panhandle is one of the windiest regions in the United States. As westerly winds flow over the Rocky Mountains, low pressure forms to the east of the mountains in the High Plains. This very persistent low pressure is what leads to the strong average wind speeds of 13.1 mph from predominately south and southwesterly direction for Amarillo. Amarillo is known for its spacious skies, and clean air.

History

The City of Amarillo had its beginnings in 1887 near a bend in the Fort Worth and Denver (FW&D) Railroad, then under construction. This railroad was the first in the Panhandle of Texas, opening the way for settlers. By way of showing the importance of the railroad to early settlement, the first streets were laid parallel to the railroad lines. The economy was based on cattle, and this location became one of the largest cattle shipping points in the world.

The point where the FW&D crossed the Santa Fe railroad, completed in 1898, was a logical site for the growth of what was to become the Panhandle's premier city, Amarillo. The completion of the Santa Fe railway assured the City's future and inaugurated a new period of stability. Amarillo was incorporated in 1899, and the young city grew quickly. The early 1900s were a time of growth for Amarillo when the discovery of natural gas in the area made the City the heart of the Panhandle's oil and gas business. By 1910, telephone services along with water, gas, and electric systems were in place. New churches, schools, and a library were built. Three new railroad depots were built as the City became linked to a new transcontinental rail line. The first automobiles were used and a new streetcar system was initiated. In 1913, following state-enabling legislation, Amarillo wrote its own charter and became one of the first cities in the United States to adopt the commission-manager form of government. This was considered quite progressive and was part of a movement to clean up government.

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From cattle trails and railroads, to highways and airports; transportation has always been the cornerstone of Amarillo's economy. In the 1920s, the City boomed both in population and assembly when the construction of Route 66 passed through Amarillo, connecting Chicago to Los Angeles. West Sixth Street was paved as part of Route 66 in 1921. The interstate highway system allowed Americans to become more mobile, and since the early days of automobile travel, Amarillo has been an important stopping point for travelers.

During the 1930s, the City was significantly influenced by a growing reliance on automobiles. Oil and gas production kept Amarillo from feeling the full effects of the Depression. With increased traffic, the downtown area became congested and more parking was needed. The opening of Wolflin Village Shopping Center drew retail trade out of downtown and into the southwestern portion of the City. Thus allowing downtown to become the financial heart of the city with its banks and other office buildings.

Amarillo's next link to the world was heralded by the opening of the Amarillo Army Air Base in 1942 (later known as the Amarillo Air Force Base). With the Air Base closing in 1968, Amarillo's population decreased by approximately 11,000 people by 1970. Strong leadership helped the City survive and thrive after this event. Over time, the Air Base would become the Amarillo International Airport, now known as the Rick Husband International Airport.

In the 1950s, due to the increase in traffic along Route 66, the highway moved from Sixth Street to Amarillo Boulevard. Interstate Highway 40 opened in 1976, continuing Amarillo's tradition as a respite for travelers and further connected the region. Other changes in the 1960s included a bond election passed to build a new Civic Center, the start of the Amarillo Medical Center, and construction of the new international airport terminal. The 1960s provided the building blocks for Amarillo's future as a regional center with cultural, medical, and transportation services.

The 1970s were a period of recovery for Amarillo, as the population and development grew during this decade. The late 1980s and early 1990s were a period of moderate growth. Downtown Amarillo saw major private investments in buildings (predominately banking facilities and offices), a new regional mall in western Amarillo was constructed as well as numerous apartment complexes in the area. A maximum-security prison located east of city limits, named the Clements Unit became operational in 1990 and housed 3,619 inmates. In 1994, the prison was expanded to house 1,000 more inmates. Also in 1994, the Neal Unit, a new women's prison housing 1,667 inmates was completed. In 1997, this unit was changed to a men's prison.

In 2008, Amarillo finalized a Downtown Strategic Action Plan. Key goals include maintaining Downtown as a financial, government, and civic center for Amarillo and surrounding areas; attracting urban-type lifestyle living, and continuing to support the Civic Center area by developing quality hotels in an effort to draw a wide array of conventions and conferences to Amarillo. In 2006, a Tax Increment Reinvestment Zone was established to support downtown efforts outlined in the plan. Starting with a base value of \$139.5 million, the zone has grown to a taxable value of \$238.3 million in 2018.

In 2009, the City of Amarillo hired a consultant to assist the community in developing a new Comprehensive Plan. The Comprehensive Plan is a document designed to represent the Community's vision and goals regarding development, redevelopment, and community enhancement over the next 15 to 20 years and beyond. Through a variety of community and leadership outreach efforts, the appointed Steering Committee helped sharpen the focus of each section of this plan and on October 12, 2010, the plan was adopted by Amarillo's City Council. Initial implementation projects included establishing a drainage utility fee, a mobility study along the Soncy Rd/Loop 335 corridor, and modification of the City's annexation ordinance.

Today, new residential areas continue to develop in various parts of Amarillo. Residential building permits issued continue to grow in 2018, with 355 permits through July, which are on track to exceed the annual permits for 2017 at 479 and 2016 at 493 issued. The Amarillo Metropolitan Statistical Area was ranked 41st in the world by the 2017 3rd Quarter 14th Annual Demographia International Housing Affordability

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Survey. The Amarillo area was also ranked 43rd of 150 largest cities in the nation by WalletHub 2017's best cities for families.

Amarillo's Relationship to the Region and the State

The regional trade territory surrounding Amarillo is made up of 55 counties and portions of five states. Amarillo is the regional service center for the Texas Panhandle. Its isolation is one of the City's most significant characteristics and assets. Amarillo's geographic location and its relationship to major transportation facilities are important reasons for the significance of regional wholesale and retail trade. Wholesale and retail trades comprise about 17% of the Amarillo area's employment. Average retail sales for the area totaled \$3.7 billion for calendar year 2017.

According to the 2010 US Census Bureau, Amarillo is the 14th largest city in Texas with a population of approximately 190,695. The July 2017 estimate from the U.S. Census Bureau shows Amarillo growing to 199,826 since 2010. Having an average increase of 1% to 2% each year, Amarillo is an important developing metropolitan center in the southwest. The conversion of Amarillo from a local to regional urban service center over the past several decades reflects a nationwide trend toward dominant urban centers and the City's commitment to meeting the needs of surrounding communities.

LOCAL ECONOMY

Although Amarillo was a city built solely on agriculture and energy production, Amarillo's economic base has diversified significantly. Today's economy is comprised of business and industry ranging from energy research and development, beef processing, agriculture, copper refining, wholesale distribution, fiberglass production, defense contracting, aviation maintenance, metal machining and finishing, to oil and gas production. The economy consists of all the manufacturing and service tools necessary for the operation of the City and the region. Amarillo's business attitude, central location and low cost of living make it an attractive destination for new businesses. The Amarillo Metropolitan Statistical Area or City of Amarillo was ranked by the following companies:

- ❖ 9 of 150 Best Large Cities to Start a Business (2017 WalletHub)
- ❖ 7 of 180 Best Cities for Hispanic Entrepreneurs (2018 WalletHub)
- ❖ 48 of 200 in the cost of doing business (2016 Forbes Best Small Places for Business and Careers)
- ❖ 85 of 201 large cities (2017 Milken Institute Best Performing Cities Index)
- ❖ 151 of 383 economic strength ranking (2018 POLICOM Corporation)

Local governmental entities in the Amarillo area have remained extremely strong, and are presently in sound financial condition. The City of Amarillo adheres to a policy of a balanced budget and conservative management of the City's resources, as do all local taxing entities. Planned construction is carefully budgeted on a "pay as you go" basis and consequently, the City has maintained a strong financial condition for the benefit of the taxpayers.

Another indicator of the City's traditionally stable and strong economy is total sales tax collections. In 1980, the City's tax receipts for retail sales were \$7.7 million. In 1989, the citizens of Amarillo displayed their pro-business attitude by approving a 1% sales tax increase of which half is dedicated to property tax relief and half is dedicated to economic development, bringing the total City sales tax rate to 2% overall. Tax receipts for retail sales remain strong. Not including the half cent Economic Development sales tax, City collections for 2012-13, 2013-14 and 2014-15 fiscal years were at an all-time high of \$48.01 million, \$51.68 million, and \$54.42 million, consecutively. City sales tax collections for the 2015-16 and 2016-17 fiscal year were well over \$55 million. Collections for the 2017-18 fiscal year are estimated to increase to over \$56.5 million.

Amarillo was created as an agricultural servicing center and a significant portion of its economy is still based upon the important economic activity. In fact, the Texas High Plains is one of the most unique and diversified agricultural areas in the world. The temperate weather conditions and the availability of irrigation water have made the area well suited for a number of agricultural enterprises.

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Cash receipts for crops, value-added livestock, and livestock products totaled in excess of \$4.7 billion in the 26 counties known as the High Plains Trade Area. The total of value-added agricultural commodities, government payments to producers, and payroll of agribusiness firms averaged more than \$6.2 billion per year in the trade area for 2009 through 2012.

The 26 county region of Texas referred to as the High Plains Area is one of the most important agricultural areas in the world. The counties in the area were selected on the assumption that Amarillo served as their primary regional trade center. Approximately one-tenth the size of Texas, the impact on the regional and statewide economies from the High Plain's livestock operations was estimated to be \$8.1 billion and \$10.1 billion, respectively. The area has access to an ample supply of feed grains, a mild climate, and large major meat packers with modern plants which makes it ideal for cattle feeders. One of the most highly productive agricultural regions in the world, the Texas High Plains is often referred to as the Cattle Feeding Capital of the World. During the 2009-2012 time period, fed cattle marketed in the area averaged just under 5 million head, which corresponded to 78.5 percent of the states' total.

The same conditions that brought the cattle industry to the area have also attracted the hog and dairy industries. According to the 2012 Census of Agriculture, over 600,000 head of hogs raised annually, making the Panhandle region the top hog producer in the state. Seaboard Farms, Texas Farm, and Smithfield Inc. have all established significant hog operations in the Texas and Oklahoma panhandles. The October 2011 issue of The Texas Association of Dairymen acknowledged Castro County, located within the Texas Panhandle, for becoming the number one milk producer in the State.

Crop production is also important to the region's economy. More than 25 crops are grown commercially in the area including over half of the state's corn and wheat production. Other major crops for this area include grain sorghum, ensilage, hay, and cotton. A number of industries in Amarillo are related to agriculture, including grain storage and distribution, livestock feed companies, meat and cheese processing, packaging and distributing, fertilizer and pesticide distribution. As has been the case in the past, the future of agricultural production in the High Plains is bright.

Amarillo is also an important hub for natural resource storage and/or extraction. Mined resources include oil, gas, and helium. Although Amarillo is not located directly in a major oil-producing field, it benefits heavily from the region's petroleum industry. Despite stabilization and cutbacks in petroleum development, the industry will remain a significant element of the Amarillo economy. Amarillo is known as the "Helium Capital of the World" because a large percentage of the world's helium supply is located within 250 miles of Amarillo. The Cliffside Gas Field is owned by the federal government and operated by the Bureau of Land Management. The Amarillo Helium Plant, on the western edge of the City, was built in 1929 to process helium-rich natural gas. Although the plant has closed, area gas fields will continue to store government and privately owned crude helium for many years to come.

The professional and technical services segment of the economy includes such services as medical, financial, real estate, insurance, and other miscellaneous services. There has been an increase in employment in these types of services in the past decade. There is expected to be a continued gradual increased demand for such required services in the Amarillo area.

Manufacturing firms employ 11% of the total work force in the Amarillo area according to the Align Amarillo Economic Development Strategic Plan adopted in 2017. Additionally, Amarillo's centralized geographic location is an ideal strategic transportation service hub for the United States.

Amarillo has become a strong leader in the aviation manufacturing industry. The Bell Helicopter Amarillo Assembly Center is a leader in the latest vertical lift aircraft technology. Bell Helicopter's facility in Amarillo is the final assembly and delivery site for the V-22 Osprey, the UH-1Y Yankee, and the AH-1Z Zulu, all destined for the Armed Forces of the United States. Amarillo's facility will soon build Bell's newest commercial helicopter, the Bell 525 Relentless, the first ever super-medium helicopter. The Amarillo Bell Helicopter facility employs approximately 1,250 workers. The decision to add commercial work to the facility's programs fit easily into the plant's overall growth plan and took advantage of the state-of-the-art facilities as well as the partnership with the City of Amarillo and the Amarillo Economic Development Corporation.

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Because of the numerous attractions in and around Amarillo, tourism is a major industry. Some of the more prominent tourist attractions are Palo Duro Canyon State Park, which hosts the annual musical production "TEXAS" in the Pioneer Amphitheater, Panhandle-Plains Historical Museum, Don Harrington Discovery Center, Amarillo Museum of Art, Amarillo Little Theatre, Amarillo Symphony, the Lone Star Ballet, and American Quarter Horse Hall of Fame and Museum. Also, annual events such as the World Championship Ranch Rodeo, the July 4th fireworks show, Tri-State Fair and Rodeo, Pirates of the Canyon Balloon Festival, Good Times Celebration Barbeque Cook-off and various professional sporting events bring numerous visitors to Amarillo each year. Tourism and convention activities in Amarillo contributed to over \$325 million, with nearly two million overnight visitors, to the area's economy in 2016. The variety of attractions in this portion of Texas not only adds to the economy, but also to Amarillo's quality of life. The City continues to promote growth in this area, most recently by announcing plans to construct a \$40 million multi-purpose event venue (MPEV) downtown, which will be home to a new AA affiliated baseball team coming in spring 2019.

Local, state, and federal governments continue to be a consistent and growing source for employment in the Amarillo area. According to the US Bureau of Labor Statics, between 2017 and 2018, over 100 new local government jobs were created. The government sector of Amarillo's economy encompasses a wide array of public employers, such as the independent school districts, higher educational institutions, prison systems, and other state operated facilities; federal agencies, including the United States Postal Service, United States Department of Agriculture, and the Pantex Plant operated by the Department of Energy; and local public employers, such as the City of Amarillo as well as Potter and Randall Counties.

The adequate reserves of land and energy along with Amarillo's geographic location are an ideal place for business and industry. The same type of commitment that has made Amarillo what it is today drives current City leaders to continue to vigorously attract future business and industrial development.

COST-OF-LIVING/QUALITY OF LIFE

The cost-of-living index measures relative price levels for consumer goods and services in many cities throughout the nation. The cost-of-living index does not measure inflation but it does compare relative prices at a single point in time using a national average of 100 as a base. The following table shows the differences between Amarillo's overall cost-of-living and that of other Texas cities.

Cost-of-Living Comparison*

<u>City</u>	<u>Composite Index</u>	<u>Percent Difference*</u>
AMARILLO	86.0	Base
Austin	96.5	+12.2%
Corpus Christi	94.9	+10.3%
Dallas	100.8	+17.2%
El Paso	87.9	+ 2.2%
Lubbock	91.0	+ 5.8%
Odessa	94.5	+ 9.9%
San Antonio	87.8	+ 2.1%

*Between Amarillo and other cities

Source: Cost-of-Living Index (COLI), 2nd Quarter, 2017.

CONSUMER PRICE INDEX

The consumer price index (CPI) represents price changes for items individuals purchase for living such as food, clothing, automobiles, homes, home furnishings, fuel, etc. This index measures only prices and

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does not take into account changes due to quantity or quality differences. Many times, CPI is used by economists to determine whether prices are increasing or decreasing from month to month.

A variation of this national index has been developed for the Southern Region to measure the prices of a fixed basket of goods and services representing consumption patterns of the region. It is realized that in a dynamic economy, measures such as CPI are complicated by the fact that many factors vary including price levels, employment, output, value of assets, and demographic patterns. The Regional CPI is an individual region index which measures the change in prices in a particular region. It does not determine whether prices or living costs are higher or lower compared to other locations.

The South Region’s CPI is as follows:

Annual Average CPI for South Region

<u>Year</u>	<u>South Urban CPI</u>
2007	200.361
2008	208.681
2009	207.845
2010	211.338
2011	218.618
2012	223.242
2013	226.721
2014	230.552
2015	230.147
2016	232.692
2017	237.456
2018*	242.004

*2018 CPI is based on average of first and second quarter data

Source: U.S. Bureau of Labor Statistics, CPI, All items in South Urban, all urban consumers, not seasonally adjusted (Base 1982-84=100).

QUALITY OF LIFE

The City of Amarillo and the associated region have a high quality of life that make living and working in the area very attractive. Below is a brief discussion of various quality of life aspects in and around Amarillo.

Schools

Educational institutions in Amarillo, from the public elementary schools to the higher learning institutions, are highly valued symbols of community identity and achievement. Amarillo is well represented on every educational level. Texas Tech has medical and pharmacy schools located in Amarillo, and with our nation’s aging population, both schools should do very well in the future. Amarillo is home to Amarillo College (AC), Wayland Baptist and Vista College also have campuses in Amarillo, and West Texas A&M University is less than 20 miles from Amarillo with a satellite campus located in downtown Amarillo. In the 2003 legislative session, the legislature authorized Texas colleges and universities to set their own tuition. Amarillo’s educational facilities are discussed in more detail below.

School Districts

Within the corporate city limits of the City of Amarillo, there are five independent school districts. The Amarillo Independent School District (AISD) is made up of 37 elementary schools including one magnet school centering on mathematics, science, and the arts; three 6th grade campuses; nine middle schools including one middle school focusing on mathematics, science, and technology; four high schools and two specialty campuses. Amarillo Area Center for Advanced Learning (AACAL) is an extension of the home high school campuses and offers classes in the following specialized areas: Automotive Technology, Computer Systems Technology, Engineering Technology, Health Science Technology, and

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Animal Science Technology. North Heights Alternative School focuses on credit recovery and preparing students to become self-directed learners.

The Canyon Independent School District (CISD) has eight elementary schools; three intermediate schools (grades 5 and 6); two junior high schools (grades 7 and 8); two high schools and one alternative education high school in the Amarillo area. River Road Independent School District (RRISD) has one elementary, intermediate, middle, and high school respectively. Highland Park Independent School District (HPISD) has a facility that serves elementary, junior high, and high school students located within the Amarillo city limits. These school districts are generally located in areas of the City which are less densely developed than AISD. The Bushland Independent School District (BISD) has one elementary, middle school and high school respectively and is located in the southwestern portion of Potter County.

There are also several private, religious, and vocational schools that meet the educational needs of the community.

Higher Education Facilities

West Texas A&M University (WTAMU), a member of the Texas A&M University system, celebrated its centennial year during 2010 with a long history of educational excellence. High quality academic offerings that are both engaging and challenging combined with a dedicated faculty committed to teaching excellence have helped WTAMU earn top-tier status for regional universities in the western United States by *U.S. News and World Report*.

University officials are preparing for WTAMU's second century with an ambitious plan to enhance the campus and set the stage for future growth. New facilities, high-tech classrooms, renovations and improvements along with the University's Amarillo Center guarantee that students of today and tomorrow will enjoy a college experience that prepares them for a life of learning, leadership, and service.

Amarillo College (AC) is an accredited community college offering 143 degree and certificate programs, instruction on six campuses as well as one outreach center. The 2016 Fall Semester academic enrollment was 10,087, and an additional 24,000 area residents continued their education in one of AC's Professional Development and Personal Enrichment classes.

AC's Washington Street campus is 24 acres in size and is located adjacent to S.W. 24th Avenue and Washington Street. The West Campus, being 41 acres in size, located north of the Amarillo Medical Center and is the primary location for Allied Health, Nursing, and Criminal Justice training. An 8-acre downtown campus houses the Business and Industry Center while the East Campus, located near the Amarillo International Airport, mainly focuses on Industrial and Transportation Technologies.

Community Link, AC's outreach center in Northeast Amarillo, offers GED courses, basic computer training as well as English as a Second Language courses. AC has two additional campuses located in the outlying communities of Hereford to the southwest of Amarillo and Dumas to the north of Amarillo.

Wayland Baptist University (WBU), whose main campus is in Plainview, Texas, conducts night and weekend classes in Amarillo for students earning degrees in business administration, human services, career technology education, Christian studies, management, and applied science.

Texas Tech University Health Sciences Center (TTUHSC) began operations in Amarillo with the School of Medicine (SOM) in 1972. The school offered elective clinical rotations in space borrowed from Northwest Texas Healthcare System and the Veterans Affairs Health Care System.

In 2002, the SOM moved into a new 155,000 square-foot building located at 1400 S. Coulter St. The Amarillo campus is not only home to the SOM, but now also encompasses the schools of allied health sciences and pharmacy. The campus is located in Amarillo's 400-acre Regional Medical Center.

The first TTUHSC program moved to Amarillo in 1974 when five resident physicians began family medicine training. A pediatrics program began in 1978, followed by obstetrics and gynecology in 1979 and internal medicine in 1988. Since the medical school graduated its first class in 1974, it has produced

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over 3,000 physicians. The applicant pool is very competitive and the medical class size has recently increased from 147 to 150 students. Richard Jordan, M.D., serves as the SOM regional dean.

When the School of Allied Health Sciences opened in 1994, it was housed in the Amarillo Speech and Hearing Center. The school's academic and clinical programs are now at the Coulter Street location. The school offers a Doctor of Physical Therapy, and trains approximately 60 students annually. Michael Hooten, Ed.D. serves as the School of Allied Health Sciences' regional dean.

The state-of-the-art School of Pharmacy (SOP) has grown steadily since it opened in 1996. The school presently admits 115 first-year students to its Amarillo campus annually, and the program's growth has produced regional campuses in Abilene, Lubbock and Dallas/Fort Worth. The SOP in Amarillo also has the distinctive honor of being home of the Texas Pharmacy Museum.

In 2007, the Laura W. Bush Institute for Women's Health (LWBIWH) was established at TTUHSC. The institute was first launched in Amarillo and has grown to serve communities in Lubbock, El Paso, the Permian Basin and San Angelo as well. The institute builds research, education and outreach programs to improve the lives of women and their families.

TTUHSC at Amarillo is also home to InfantRisk Center, the Amarillo Breast Center of Excellence, SiMCentral and the West Texas Influenza Center.

On top of being a teaching facility, TTUHSC at Amarillo also provides care to area residents offering first-class medical services in family medicine, internal medicine, surgery, obstetrics and gynecology, pediatrics, psychiatry and geriatrics. Medical care is open to all. TTUHSC is committed to providing top-notch training for future medical professionals while offering first-class medical treatment to its neighbors.

The Texas AgriLife Research and Extension Center, located at 6500 W. Amarillo Boulevard, provides information, technology, and assistance in the areas of agriculture, community development, and family and consumer sciences. This is one of 13 research centers within the Texas A&M System. Texas AgriLife Research in Amarillo is dedicated to science that will help make crop and livestock production in the region more efficient. Also housed at the AgriLife Center is the district office of the Texas AgriLife Extension Service, which has a network of agents and specialists trained to aid producers, homeowners, and families with its many programs. The Texas A&M Veterinary Diagnostic Laboratory, located next door, assists veterinarians, feedyard managers, and cattlemen in diagnosing the causes of diseases and other health problems affecting livestock in the region.

Amarillo's Professional Sports Teams

In the fall of 2010, the Amarillo Bulls began their inaugural Season in the North American Hockey League, by offering exciting, affordable family entertainment. The Bulls team consisted of some of North America's best young hockey players, ranging from age 17 to 20, in an effort to advance their hockey careers and to receive a College Scholarship. Since its existence, over 50 players have received scholarships with West Point, Air Force Academy and Princeton. The players are amateurs, receiving no salary, and they stay with local families making Amarillo their new home. These players give back to the community by helping local charities. An Amarillo Bull player has won the NAHL Community Service award four straight years in a row. The Amarillo Bulls have won the oldest Hockey trophy in the United States, the coveted NAHL Robertson Cup. The seven-month season, from September to March, consists of 28 regular season home games which are played in the Amarillo Civic Center's Coliseum.

Amarillo welcomed The Amarillo Dusters, a professional indoor football team of the Intense Football League, in 2004. In 2010, the Amarillo Dusters became the Amarillo Venom. The Venom joined the Lone Star Football League for the 2012 season. They won back-to-back Championships in the years 2012 and 2013. The Venom proudly plays in the Amarillo Civic Center's Coliseum during the months of March through July.

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In spring 2019, the City of Amarillo will welcome back AA affiliated baseball for the first time since 1982. The Amarillo Sod Poodles is affiliated with the San Diego Padres and will play in the new \$45.5 million MPEV which is currently under construction. The new state of the art facility will be located in downtown Amarillo and offer yet another affordable family entertainment option for the community and surrounding area.

PARKS AND RECREATION

Park land, open space, and recreational facilities serve an important function for the City of Amarillo. The park system improves the quality of life by providing recreational opportunities for the community as well as protecting the natural environment. The location and design of park land and open space can be beneficial to Amarillo's image by providing a visual improvement to a neighborhood and, in some cases, serve as a buffer between differing land uses. Park and open space facilities in Amarillo are comprised of school playgrounds, school parks, linear and ornamental parks, neighborhood, community, and regional parks. Amarillo currently has 64 parks and 2 golf complexes that combined with areas of developed recreation open space total 2,168 acres which is 74% of the 2,935 acres of dedicated open space. Amarillo's municipal golf courses include Ross Rogers and Comanche Trail Golf Complexes, both with 36 holes each. Other areas of recreational opportunity include 3 public swimming pools, 2 concrete skate parks, 15 water spray grounds, the Amarillo National Tennis Center and the Amarillo Zoo.

In addition to Amarillo's parks system, recreational areas of the community are supplemented by the various improvements found on elementary, middle school, and high school sites. These sites are located throughout the city and provide athletic-type facilities for students. Middle school sites contributing to Amarillo's open space include Austin, Bonham, Bowie, Crockett, Fannin, Houston, Mann, Travis, De Zavala, and Westover. Facilities for recreational activities such as baseball, soccer, track events, and football are also found at high schools such as Amarillo, Caprock, Palo Duro, Tascosa, Randall, River Road, and Highland Park. Privately owned recreational facilities such as the Maverick Club, Amarillo Netplex, numerous health clubs, as well as the Amarillo Country Club and Tascosa Golf Club also provide community recreation and leisure services.

Additional projects funded through the Parks Capital Improvement budget that were completed in recent years include the following:

- Design and construction of the splash pad and playground at Gene Howe Park.
- Design and construction of the PlayZone at Medical Center Park. The new playground and splash pad provide access, transition and functionality for everyone regardless of their physical limitations or special needs. This was a public-private partnership with the Southwest Chapter of Ambucs which, without their vision and generous donation, would not have been possible.
- Design and construction of a new playground and swings at Mesa Verde School Park. This was a joint effort between the Parks and Recreation Department and the Community Development Block Grant.
- Design and construction of a concrete crosswalk with surface safety lighting and signage to enhance safety for pedestrian and bicycles at the Georgia Street and Rock Island Rail Trail crossing. Additional benches and bicycle "fix-it" stations were also placed at this location.

Major Regional Recreation Facilities

Numerous major recreational areas are located in the Texas Panhandle region and provide Amarillo citizens the opportunity to participate in outdoor activities such as boating, fishing, camping, hunting, etc. Even though the regional facilities may be up to 55 miles from Amarillo, they are considered supplemental to Amarillo's park system due to the type, size, and quality of recreational opportunities provided.

Area lakes, such as Greenbelt Reservoir located north of Clarendon, Lake McClellan south of Pampa, Lake Mackenzie east of Tulia, and Lake Meredith near Fritch, offer public fishing and boating recreation. The Canadian River, located north of Amarillo, provides areas for hunting and off-road driving and riding. Buffalo Lake Conservation area, a wildlife refuge near Canyon, and Wildcat Bluff Nature Center, west of Amarillo, provide both active and passive recreational areas from hiking trails to picnic areas.

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Palo Duro State Park, located southeast of Amarillo, is one of Texas' most spectacular scenic features since the colorful, rugged terrain of this canyon provides a sharp contrast to the plains of the Panhandle. The park offers camping, hiking, picnicking, mountain biking, and horseback riding. An amphitheater is also situated within the park where the Nation's best-attended outdoor musical drama "TEXAS" is performed seasonally. "TEXAS" has been named one of North America's 100 Best Events in 2013 by the American Bus Association.

MUNICIPAL ADMINISTRATION

Municipal administration services are housed in Amarillo City Hall, the Simms Building and associated public buildings known as the Municipal Complex. The complex is located in the vicinity of S.E. 7th Avenue and Buchanan Street and includes City Hall, Civic Center, Simms Building, Centennial Plaza, Central Library, Globe News Performing Arts Center, Facilities Administration Building, and associated parking areas. The entire municipal complex is appropriately located at the edge of the Central Business District and is accessible to the transit system.

City Hall

The Amarillo Sunday News-Globe, on Sunday January 8, 1967, announced the Grand Opening of the new Municipal Building and estimated the attendance to be more than 8,000 people. The article read: *"First Jewel in the setting that will become the Civic Center Complex in 1968 is the new Municipal Building completed last month. It is now the home for 21 city governmental offices and has four levels that incorporate 84,000 square feet of floor space. The Municipal Building, like the Auditorium-Coliseum combination being constructed to the north, was financed through the sale of bonds authorized by the voters in 1964. It cost \$2,126,427, including the land, architect fees, paving, lighting, and storm sewer relocation. The outside finish consists of pre-cast concrete panels in which marble chips have been mingled and it will conform architecturally with the Auditorium-Coliseum."* Originally, a water fountain and pool were constructed at the main entrance with the stairs wrapping around either side of the water feature.

The Municipal Building today is known as the Amarillo City Hall Building and is currently home to over ten city departments. The building has several of its original design features; however, one notable change has been the removal of the water fountain and pool adjacent to the main entrance to make room for the installation of a ramp and steps, making the building more accessible for all community members. City Hall is home to the Mayor's office, City Council, Finance Department, Utility Billing, Vital Statistics, Parks and Recreation Administration, Human Resources, the City Attorney offices as well as many other departments. As established in 1968, the City Hall building remains a focal point for the citizens to access their city officials and services.

Simms Municipal Building

On January 22, 2016 the City of Amarillo hosted the Jim Simms Municipal Building open house. The opening of the Simms Building represents a \$4.25 million renovation project and will provide an addition of 62,000 in square footage for municipal office space. The Simms Municipal Building is home to the City Care Clinic, Amarillo Emergency Communications Center (AECC), the Office of Emergency Management (OEM), Community Development, Environmental Health, Building Safety, Public Works, Engineering, Traffic, Planning and Utilities Engineering departments.

The remodeled municipal building was named after the late Councilman Jim Simms, who passed away Nov. 12, 2014 at the age of 73 following a lengthy illness. In a unanimous vote by a previous Amarillo City Council, the new facility was renamed in his honor marking his accomplishments and efforts as a public servant.

Amarillo Civic Center Complex

When the Amarillo Civic Center opened in 1968, it housed a coliseum (7,000 capacity) and an auditorium (2,324 capacity). In 1978, the first expansion of the Civic Center added what is now known as the South Exhibit Hall and Regency Room. In 1989, the coliseum was renamed the Cal Farley Coliseum in memory

CITY OF AMARILLO

of Mr. Farley. In 1990, the Grand Plaza was added. This unique venue for banquets, parties, and dances enclosed an outdoor area, giving the Civic Center its first indoor ballroom complete with Texas shaped terrazzo floor and Gulf of Mexico fountain. In 2003, the most recent expansion was completed, adding the North Exhibit Hall and the Heritage Ballroom.

A jewel in the heart of downtown Amarillo, the Globe-News Center for the Performing Arts houses a 1,300 seat auditorium and the Gilliland Education Center. Opened in January 2006, the facility is owned by the City of Amarillo and operated as part of the Amarillo Civic Center Complex. The idea behind the facility was birthed in 1999, when Caroline Bush Emeny opened fundraising for the Center with a very generous donation. The overall project cost was approximately \$32 million. The acoustically sound, state-of-the-art facility was designed by Holzman Moss Architects and hosts an average of 100 ticketed performances annually.

The Amarillo Civic Center and the Globe-News Center of the Performing Arts are the center of cultural activity in Amarillo; including symphonies, concerts, ballets, Broadway shows, and sporting events. Conventions, conferences, graduations, community meetings, parties, and consumer shows round out the bulk of events that take place at the facility. Totalling over 400,000 square feet, nine separate events can be accommodated at any one time within the complex. Resident companies and primary use tenants include the Amarillo Venom, Amarillo Bulls, Amarillo Opera, Amarillo Symphony, Lone Star Ballet, Window on a Wider World, and the Broadway Spotlight Series. More than 600,000 patrons attend approximately 1,000 events each year.

Police Department and Municipal Courts Building

In 1992, the Police Department and Municipal Courts relocated to a newly renovated building located at S.E. 3rd Avenue and Taylor Street in downtown Amarillo. This facility was purchased from private owners who absorbed the entire cost of renovation. The facility allows for most Police Department functions to be located in one building. In 2010, the 6th floor of the Police Department was renovated. After the renovation was completed, the Uniform Division was relocated to that floor. The renovation of the 3rd floor followed to address the expanded needs of the Detective Division. Future plans include renovations to the 4th and 7th floor to address anticipated growth of the Police Department. Additionally, the Municipal Court received a much needed court document storage space, as well as larger jury and customer service areas. This facility has improved the Police Department by enhancing efficiency and improving crime fighting capabilities.

Solid Waste Collection

The City of Amarillo provides its citizens with a state-of-the-art solid waste collection system, which utilizes dumpsters and fully automated loading trucks. This system collects approximately 175,032 tons of solid waste annually and transports it to the City of Amarillo Solid Waste Transfer Station. There are approximately 70,204 residential accounts and 6,487 commercial accounts. The dumpster system has proven to be a very cost effective operation because one person driving and operating a self-loading truck can serve 9,500 residences daily. The automated system saves on labor and labor-related costs. A fully automated system also eliminates most of the hazards to collection work such as back injuries resulting from heavy lifting and other injuries associated with physical contact of waste materials. There are 60 automated residential routes, six hand pick-up residential routes, and 19 commercial routes served. However, with expanding development, more routes will be needed in the near future. This system will be evaluated in the near future to improve service by adding a curbside automated collection system. This new system will provide automated loading trucks in areas that do not have an alley for the current style of trucks. Areas that have hand collection and alleys that are too tight for alley dumpsters will benefit greatly from a new style of collection truck.

Amarillo Sanitary Landfill

The Sanitary Landfill for the City of Amarillo is five miles west of the city limits in Potter County. Sanitary landfilling is a method of disposing solid waste on land without creating nuisances or hazards to public health or safety. Principles of engineering are used to confine the waste to the smallest practical volume and to cover it with layers of earth at pre-set intervals.

The current landfill site is permitted by the Texas Commission of Environmental Quality to include 662 acres, of which 486 acres are suitable for disposing of solid waste. The existing site is ideal and is

CITY OF AMARILLO

expected to be utilized for over 100 years. Amarillo, therefore, has a long-term commitment to burying its solid waste at this location. The landfill disposes of approximately 282,000 tons of waste per year.

The Amarillo Sanitary Landfill has been successful in disposing of its solid waste because of proper preliminary planning and design of the site, the application of proper engineering principles, and the competent operation of the facility. The benefits of disposing of waste in this fashion include the relatively low cost of disposal, no pollution of air, land or water, and the potential future use of the site once operations are completed.

Amarillo Animal Management and Welfare Department

The Amarillo Animal Management and Welfare Department as well as the Amarillo Panhandle Humane Society are located at 3501 S. Osage St. and are open to the public from 10:00 AM to 6:00 PM, Monday through Friday, and 10:00 AM to 5:00 PM Saturday.

The following services are provided by Amarillo's Animal Management and Welfare Department:

- Impoundment of stray or unwanted animals,
- Enforcement of City ordinances and state laws pertaining to animals,
- Pet education and awareness programs,
- Investigation of cruelty and welfare cases,
- Capture and relocation of wild animals,
- Investigation of animal bites/attacks,
- Quarantine for rabies observation,
- Removal and pickup of deceased animals,
- Adoption of pets,
- Respond to citizen complaints

Rick Husband Amarillo International Airport

The Rick Husband Amarillo International Airport became a public use airport in 1941 when the City of Amarillo purchased the current airfield portion of the airport in order to receive development assistance from the federal government. The military utilized the airport in World War II and the airport became the Amarillo Air Force Base in 1951. The airport operated as a joint-use facility through 1968.

In February of 2003, Amarillo City Council voted to change the name of the Amarillo International Airport to Rick Husband International Airport in memory of Astronaut Colonel Rick Husband who was born and raised in Amarillo, Texas. Colonel Husband was the Commander of the Space Shuttle Columbia and died alongside his entire crew, ironically over Texas, on February 1, 2003 as the shuttle disintegrated upon reentry after their 16-day mission in space.

In 2011, the Rick Husband International Airport completed a multi-million dollar air terminal rehabilitation project. The project included a major renovation of the existing terminal building consisting of a dedicated meet-and-greet area, a consolidated gate area, a spacious security screening checkpoint, new passenger boarding bridges, and a new inline baggage screening system. In 2012, the terminal building storm water drainage system was significantly upgraded and the upper level terminal drive roadway was rebuilt.

Currently, the terminal apron is undergoing a large maintenance project that includes the replacement of numerous sections of 22 inch thick concrete. Planned projects for the 2018 budget year include replacement of the terminal flight information display system, replacement of the terminal public address system, replacement of the airfield lighting electrical system and electrical control vault, replacement of most of the airport's closed circuit TV security monitoring system, replacement of the core hardware and software that runs the access control system, and major repairs to taxiways "C" and "J."

In calendar year 2017, the airport enplaned 333,067 passengers onto aircraft of the 3 airlines serving the airport, American Airlines, United Airlines, and Southwest Airlines. American Airlines began service from Amarillo to Phoenix in April 2018. With the addition of the Phoenix service, the airport is on track to eclipse the 2017 enplaned passengers total by at least 2.7 percent. If recent trends continue, it is possible that enplaned passengers in 2018 may exceed the 2017 total by 4.0 percent.

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Amarillo Public Library

Amarillo citizens have enjoyed library service since 1902, when a group of women known as the JUG (Just Us Girls) Club formed a lending library of 123 books. Potter County assumed responsibility for the library in 1921, until the City of Amarillo took over in 1940.

Today, the Amarillo Public Library System consists of a Central (Downtown) Library and four branches, serving close to 3,300 people every day. The library collection includes close to 415,000 books, magazines, and media materials which circulate 1.6 million times per year. The Library maintains 90 public computers and provides free WIFI access to cardholders, both of which supply over 80,000 hours of internet access per year. Non-profit organizations from across the state take advantage of meeting facilities available for a small fee at all five library locations.

The Amarillo Public Library also offers a great many other resources and services.

- The Library’s Community Reading Program, AMARILLO READS, offers English as a Second Language and Citizenship Classes, Adult Reading Skills Tutoring, Summer Reading Club for all ages, and annual Community Reads.
- Story Time Classes for young children are available 16 times each week at various times and locations to make Story Times available to all Amarillo families.
- Additional activities take place each month for school-age kids and teens, including science, music, art, and social activities.
- Programs for adults include book discussion groups, film series, craft programs, fraud prevention classes, technology workshops, free GED tutoring, and health and financial literacy programs.
- The Library’s website, www.amarillolibrary.org, offers:
 - Downloadable magazines, eBooks and audio books
 - Language instruction
 - Assistance for job seekers
 - Test preparation for a variety of scholastic and professional exams
 - Access to consumer information
 - Reader’s advisory resources
 - Streaming video of independent and classic films
 - Web-based story books for children
 - Online encyclopedias
 - Photo archive of digital images related to Amarillo and Panhandle history
 - Genealogy resources

Amarillo Public Library Locations and Contact Information:

Downtown Library	413 E 4 th Ave	806-378-3054
East Branch	2232 E 27 th Ave	806-342-1589
North Branch	1500 NE 24 th Ave	806-381-7931
Northwest Branch	6100 W 9 th Ave	806-359-2035
Southwest Branch	6801 W 45 th Ave	806-359-2094

The Amarillo Public Library System is a member of, and serves as the headquarters for, the Harrington Library Consortium (HLC). HLC is a multi-institutional cooperative library network serving more than 130 Libraries in Texas and Oklahoma. HLC membership allows public, school, academic, and special libraries to share resources and provide additional services to patrons. The Consortium also offers member libraries consulting services, continuing education opportunities, support for literacy, English as a Second Language, and automation projects. HLC membership enables the Amarillo Public Library to increase the quality and quantity of resources available to the citizens of Amarillo and to serve as a leader in library innovations throughout the state of Texas.

Fire Stations

The Amarillo Fire Department (AFD) responds to approximately 22,340 alarms annually (2017). Of these incidents, 15,759 (70.5%) are Basic and Advanced Life Support emergency medical services (EMS)

CITY OF AMARILLO

responses. The AFD is also responsible for mitigating emergencies involving structural and wildland fires, hazardous materials, technical rescue, aircraft emergencies, and non-emergency assistance calls.

Rapid response times are closely related to the distribution of fire stations throughout Amarillo. In the last fifty years, Amarillo has experienced significant growth geographically - from 38 square miles to 103 square miles. During that time, the population also increased by 74,000 (36.0%.) Until 2009 the AFD had not opened a new fire station in the City to keep up with this growth. City leaders addressed this problem by adding Fire Station #11 (2009) in the Westcliff subdivision, Fire Station #12 (2011) near The Shores subdivision, and Station #13 (2013) in John Stiff Park. The addition of Fire Station #13 will allow the Department to relocate Fire Station #3 from the Estacado area south to Oxford Street, and Fire Station #9 north to I-40 and Paramount in the FY18/19 Fiscal Year. The moves will ensure firefighters continue to quickly arrive at the scene of emergency incidents.

Major Medical Facilities

Amarillo is a major health care center for portions of five states and includes three acute care hospitals, several medical-education facilities, long-term health care facilities, and medical clinics. The major hospitals and their respective locations are identified below:

<u>Hospital</u>	<u>Location</u>
Baptist Saint Anthony's Hospital	1600 Wallace Blvd. (Medical Center)
Northwest Texas Health Care System	1501 S Coulter St. (Medical Center)
Veterans Affairs Health Care System	6010 W Amarillo Blvd. (Medical Center)

Amarillo Medical Center

In 1959, Amarillo began developing into a regional health care center and continues to be committed to provide an array of health care services to a large geographic area. Under the sponsorship of the Amarillo Area Foundation, the Medical Center is the product of cooperation and interaction among private enterprise, local and county governments, and voluntary nonprofit groups. This multi-purpose medical complex, consisting of facilities which provide hospital and health care, medical research, and vocational and professional training; is designed to promote the development of a coordinated program of health care by concentrating a full range of services in a single location. Significant institutions include Texas Tech University, Veteran's Hospital, Baptist Saint Anthony's Hospital, and Northwest Texas Healthcare System.

Texas Tech University has a consolidated 20-acre Medical Center comprising the schools of pharmacy, medicine, and allied health located in Amarillo. The pharmacy and medical research have brought in millions of research dollars to Amarillo from several health organizations and pharmaceutical companies. Amarillo is home to a Veteran's Hospital with 55 beds The VA also houses a veteran's nursing home. Baptist Saint Anthony's Hospital (BSA), is a general medical and surgical hospital in Amarillo with 445 beds. BSA has the region's first designated level three neonatal intensive care unit, was listed as one the nation's 100 Top Hospitals® by IBM Watson Health, and is a Certified Primary Stroke Center. Northwest Texas Healthcare System is also a major general medical and surgical hospital in Amarillo with 431 beds. Northwest Texas Healthcare System is the area's Designated Advanced Level 3 Trauma Facility and home to LIFESTAR. NWTHS is also a Certified Primary Stroke Center and an Accredited Wound and Hyperbaric Oxygen Therapy provider.

Each acute care hospital in Amarillo is within the Medical Center where ample undeveloped property for additional facilities is available. Therefore, most major medical facilities are expected to be constructed in the Medical Center area in the future.

Amarillo Economic Development Corporation

The Amarillo Economic Development Corporation (Amarillo EDC) was created to foster economic development in the City and to manage the revenues from the 0.5% City sales tax increase that Amarillo voters approved in 1989. Economic development strategies are met by implementing aggressive business recruitment programs, local business retention and expansion programs, and promoting the

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Amarillo EDC and Amarillo, Texas, brands worldwide. The corporation consists of a five-member board appointed by the City Council. Ten-percent of the annual sales tax receipts are allocated to the Amarillo EDC's Operating Fund with the remaining 90% allocated to the Project Fund. Amarillo EDC Operating Fund expenses consist of all administrative, promotional and marketing costs associated with operating the entity. The Amarillo EDC's Project Fund invests in capital projects, issues grants, loans and other incentives to local and outside industry to create primary jobs and capital investment in the Amarillo community. The Amarillo EDC has been instrumental in bringing new business and industry to Amarillo, and assisting existing companies via variety of incentive programs that provide grants and loans.

Center City of Amarillo, Inc.

In 1989, a group of community leaders began to share their concerns about the decline of the central area of the City. Out of the process grew Center City of Amarillo, Inc. Center City is a nonprofit organization dedicated to the historic preservation and revitalization of Downtown Amarillo by focusing community, social, aesthetic, recreational, and economic interests in Amarillo's historic core area. Center City is recognized as a National and Texas Main Street Program under the Texas Historical Commission. Center City spearheaded the application and designation of the Amarillo Cultural District of the Texas Commission on the Arts in 2016.

Center City projects include:

- High Noon on the Square, a series of free outdoor summer concerts on the grounds of the historic Potter County Courthouse,
- Create!, a downtown art festival to celebrate the Amarillo Cultural District of the Texas Commission on the Arts.
- Jazztober, a downtown music event held weekly during the month of October,
- Center City Electric Light Parade, a holiday parade in cooperation with the Parks & Recreation Department. The parade ends with the lighting of the city's Christmas tree at the Civic Center,
- Amarillo Community Market, a downtown market with fresh produce, baked goods, arts and crafts all produced within a 150-mile radius of Amarillo held June to October,
- The Center City Electric Light Parade, a lighted nighttime Christmas parade and tree lighting event,
- Hoof Prints of the Great American Quarter Horse, an art in public places project,
- Design Review, a partnership with the City of Amarillo to provide façade grants. The cumulative façade grants since 1996 topped \$1 million in fiscal year 2016-2017.
- Restoration of historical signs along Polk Street including the Paramount sign and the Kress sign,
- Partnerships with other downtown organizations including the Center City Tax Increment Reinvestment Zone and Downtown Amarillo, Inc.,
- Partnerships with other nonprofit organizations gathering people downtown, including the Amarillo Museum of Art, Susan G. Komen Race for the Cure, the Coors Cowboy Club Rodeo and Longhorn Cattle Drive, the Working Ranch Cowboy Association, Amarillo Convention & Visitor Council, and the Amarillo Chamber of Commerce,
- Historical preservation efforts with the Amarillo Historical Preservation Foundation, the Texas Historical Commission, the Texas Downtown Association and Preservation Texas. Center City has won five Texas Downtown Association Presidential awards for restoring or adapting historical downtown buildings.
- Center City hosted the Summer Training for Texas Main Street Managers in 2018 and hosted the Texas Historical Commission quarterly meeting in Amarillo to showcase our beautiful downtown improvements.
- A street banner program to welcome residents and visitors to the downtown neighborhood, and
- Downtown business memberships to retain and recruit new businesses to the downtown area

ENHANCEMENT PROJECTS

Sixth Street

Sixth Street in Amarillo is Texas' most intact collection of commercial buildings possessing significant associations with early Route 66. With over 100 antique shops, restaurants, and bars, this area is listed on the National Register of Historic Places. This section of street represents the roadside architecture and development produced by the first transcontinental highway linking mid-America to the west coast. The Sixth Street Enhancement Project consists of landscaping, beautification, and historic preservation. A Route 66 mural is in place and a landscaped gateway near the Georgia Street entrance welcomes visitors.

Rails to Trails Project

A construction contract was awarded to Fuller Construction of Amarillo for \$2.6 million to complete the construction of a 3.88-mile section of the Amarillo Rails to Trails Project. The multi-purpose trail, which serves as a linear park, extends from the intersection of SW 7th Avenue and Crockett Street to Coulter Street. A special dedication/grand opening was held in April of 2005. The trail was named the Rock Island Rail Trail in order to give recognition to the historical significance of the railroads that once traveled this section of the City.

In April of 2015, the City of Amarillo developed a specific Master Plan for the Amarillo Rock Island Rail Trail (Phase II). The project originated with a desire to increase the use of the existing Trail by improving safety and connectivity. The Rock Island Rail Trail Master Plan seeks to build on prior efforts by advancing the long-term development of the Trail as a true multi-modal transportation system within Amarillo's overall transportation system.

Amarillo-Potter Events District

On January 17, 1989, the voters of the City of Amarillo and Potter County approved a venue project along with the corresponding tax levies. The approved project consists of an expansion of the Civic Center convention facility and the construction of the Tri-State Fairgrounds Event Center. The Tri-State Fairgrounds Event Center (officially the Amarillo National Center) is used for community events including rodeos, livestock shows, agricultural expositions, promotional events and other civic or charitable events. The facility has 5,000 permanent seats and is designed to complement, not compete with, the existing Civic Center facility.

Strategic Action Plan for Downtown

In 2008, the City of Amarillo adopted the Strategic Action Plan for Downtown Amarillo after almost two years of research and community meetings. The Plan covers a large area from the railroad tracks north of downtown, to 12th Avenue on the south, and from the east railroad tracks to Washington/Adams Street on the west. This accounts for nearly a 116-square block area. Recommendations in the Plan included the formation of a Tax Increment Reinvestment Zone, which was established in 2006 and a proposed Business Improvement District for downtown. Other goals in the plan include developing approximately 400 to 600 new housing units in Downtown, attract multiple retail centers, draw family-friendly venues, develop one or more quality hotels with at least 300 rooms to support and meet needs of the revitalized downtown area, and retain and grow Downtown as a financial, business, and government center.

Related to the above, the City adopted the Downtown Amarillo Urban Design Standards, an overlay zoning district, in 2010 to provide guidance for modifications to building exteriors, walkways, landscaping and signage within downtown. These standards are to aid in protecting downtown property owners' investments by providing for quality redevelopment in a safe, attractive, pedestrian-friendly environment, producing a better livable downtown. A Local Government Corporation Board was formed to encourage, implement, and manage downtown projects. This board will explore the feasibility of potential projects as well as expedite and facilitate construction of City projects.

Completed downtown development/redevelopment projects include:

- Courtyard by Marriott near Polk St. and 8th Ave.

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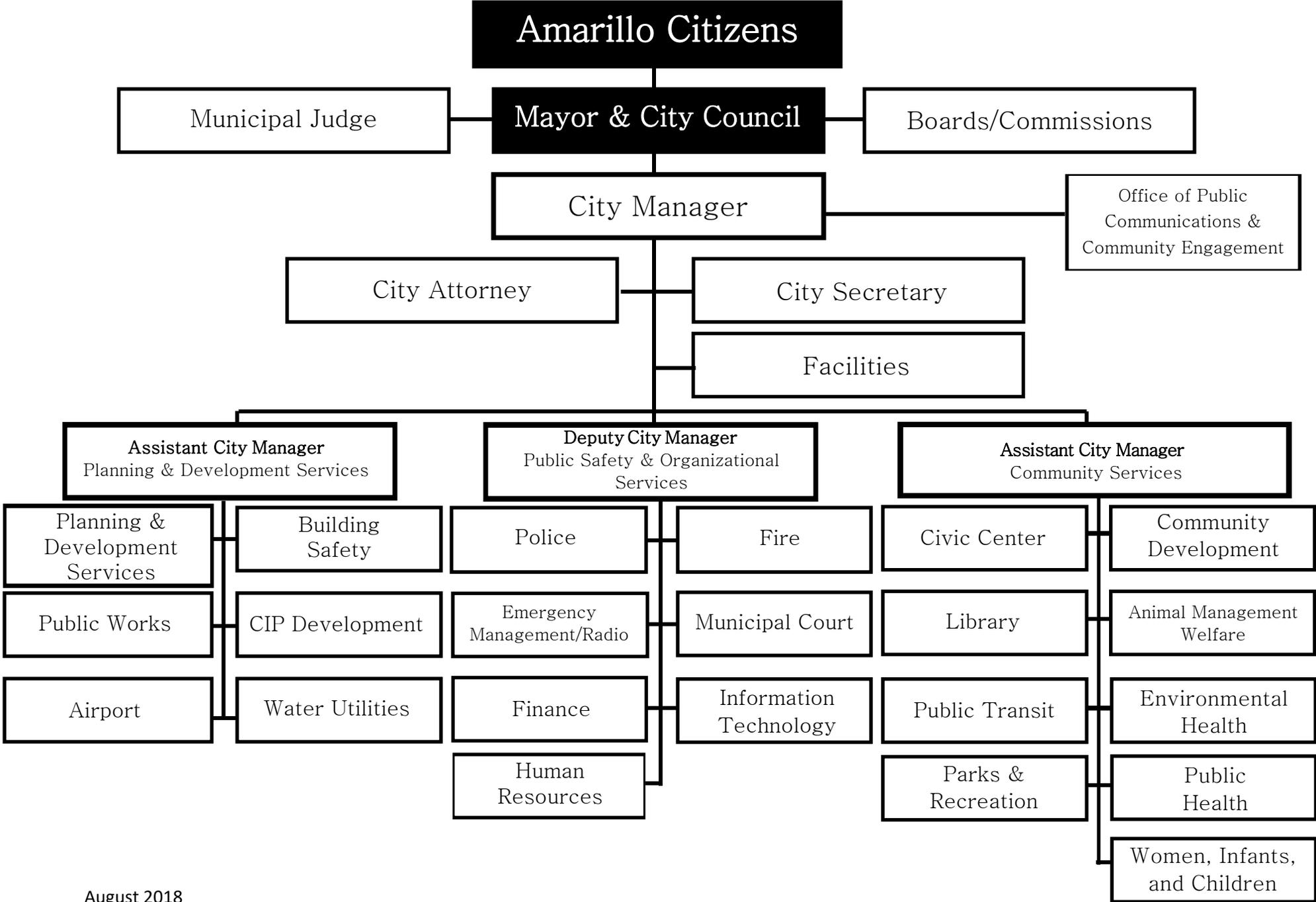
- Ellwood Park near Washington St. and Park Pl.
- Happy State Bank near Pierce St. and 10th Ave.
- Cal Farley's Alumni Housing near Monroe St. and 11th Ave.
- Toot 'n Totum Convenience Store near Buchanan St. and 9th Ave.
- Potter County Courthouse near Fillmore St. & 6th Ave.
- Amarillo College parking lot near the Downtown Campus
- The Lofts on 10th Ave. near Tyler St. and 10th Ave.
- Multi-level Parking Garage and Retail space near Buchanan St. and 7th Ave.
- Buchanan St. walkway improvements from 10th Ave. to 6th Ave.
- Xcel Energy Amarillo Headquarters Office near Buchanan St. and 7th Ave.
- Embassy Suites Convention Center Hotel near Pierce St. and 6th Ave.
- Herring Bank near Pierce St. and 6th Ave.
- Woolworth Building at 636 S. Polk St.
- Levine's Building at 800 S. Polk Street
- Firestone Building at 1004 S. Tyler St.
- West Texas A&M University Downtown Amarillo Campus near Tyler St. and 7th Ave.
- Dubs Development Restaurant Space near Polk St. and 7th Ave.

Ongoing downtown development/redevelopment projects include:

- Multi-Purpose Entertainment Venue near Buchanan St. and 7th Ave.
- Barfield Hotel near Polk St. and 6th Ave.



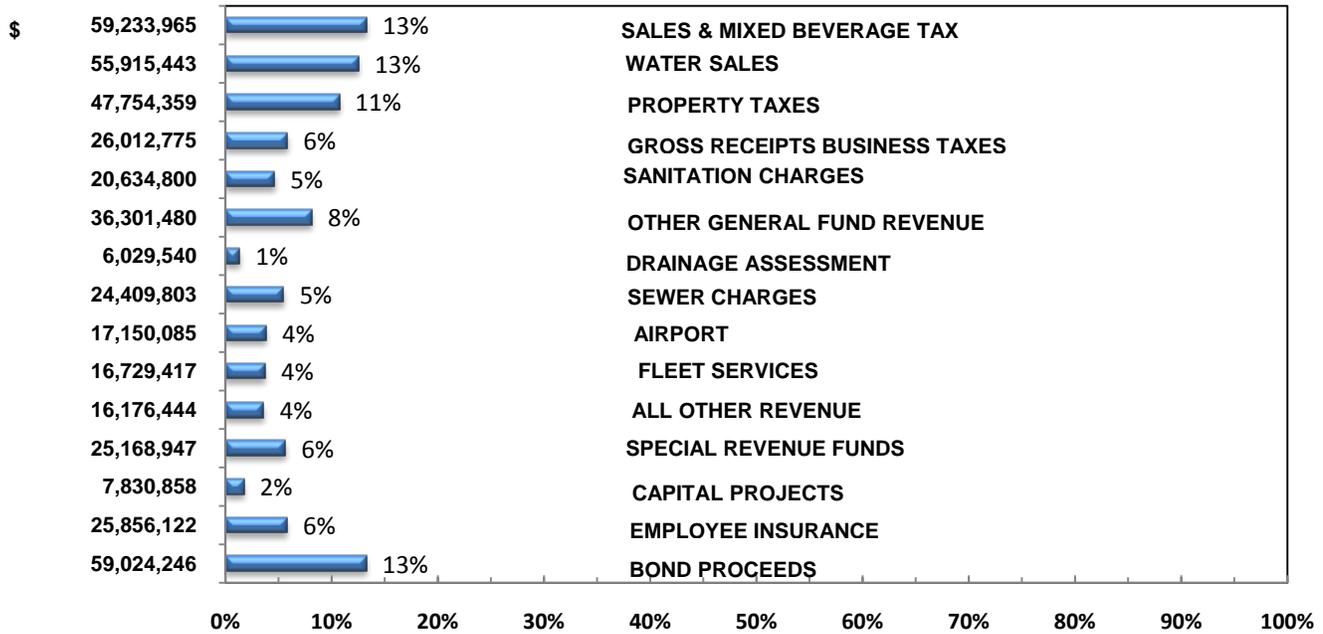
City of Amarillo, Texas Organization Chart





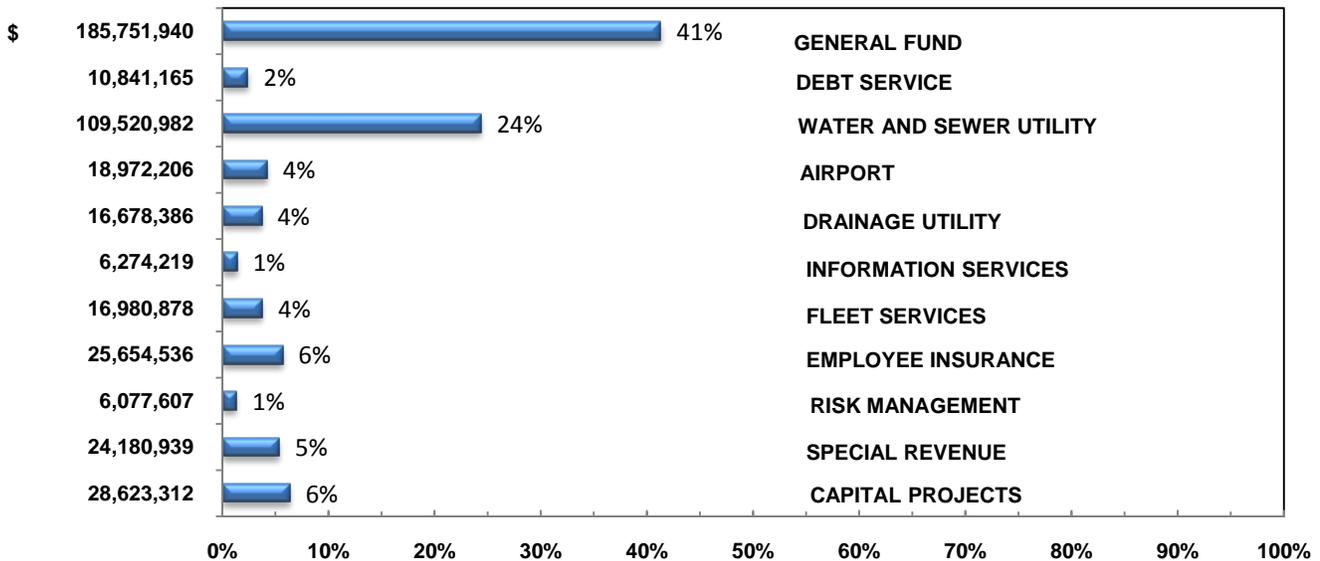
CITY OF AMARILLO SUMMARIES - ALL FUNDS 2018/2019

RESOURCES



\$444,228,284	TOTAL REVENUE (Before Interfund Transfers)
<u>69,982,933</u>	<u>INTERFUND TRANSFERS</u>
\$374,245,351	NET REVENUE

EXPENDITURES



\$449,556,169	TOTAL EXPENDITURES (Before Interfund Transfers)
<u>69,982,933</u>	<u>INTERFUND TRANSFERS</u>
\$379,573,236	NET EXPENDITURES

Budgeted expenditures exceed estimated revenues by \$5.3 million for the 2018/2019 fiscal year. Excess reserves will be used to fund capital projects in the General Fund, the Water and Sewer Fund, the Airport Fund, the Fleet Services Fund and the Capital Projects Funds. Total expenditures do not include non-cash budgeted items such as depreciation.

CITY OF AMARILLO
SUMMARY OF RESOURCES AND EXPENDITURES
ALL BUDGETED FUNDS - FISCAL YEAR 2018/2019

	GENERAL	GENERAL INTEREST & REDEMPTION	ENTERPRISE FUNDS	INTERNAL SERVICE FUNDS

AVAILABLE FUNDS:				
Balance 10/01/17 (See Below)	42,757,840	4,602,698	45,599,100	18,124,191
Fiscal Year 2017/2018				

Sales, Receipts & Revenue	178,569,874	6,449,080	96,468,724	54,060,552
Other Sources			35,464,628	
M & O Expenditures	174,815,810		82,150,183	52,442,167
Less: Depreciation			(19,196,278)	(7,427,588)
Capital Expenditures			48,005,334	8,305,333
Debt Service		8,203,918	22,853,847	925,000

Total Expenditures	174,815,810	8,203,918	133,813,086	54,244,911
AVAILABLE FUNDS:				
Balance 10/01/18	46,511,904	2,847,860	43,719,367	17,939,832
Fiscal Year 2018/2019				
Sales, Receipts & Revenue	182,818,989	8,624,187	98,174,555	56,115,892
Other Sources			45,563,893	0
M & O Expenditures	185,751,940		84,704,563	54,213,793
Less: Depreciation			(20,136,727)	(7,440,653)
Capital Expenditures			53,815,239	7,750,000
Debt Service		10,841,165	26,788,499	464,100

Total Expenditures	185,751,940	10,841,165	145,171,574	54,987,240

AVAILABLE FUNDS:				
Balance 10/01/19	43,578,953	630,882	42,286,240	19,068,484
=====				
DETAIL OF BALANCES AT 10/01/19				
Reserves for S/L & A/L			1,288,247	738,900
Debt Service Reserves *	1,110,841	630,882	1,646,496	
Committed for Future Capital/Projects	42,468,112	0	39,351,498	18,329,583

BALANCE	43,578,953	630,882	42,286,240	19,068,484
=====				
Available funds calculation:				
Cash & Investments	44,042,847	4,584,414	141,983,095	39,133,305
(Appreciation) Depreciation in Investments	75,583	5,105	154,831	47,121
Assets to be converted to Cash	10,075,618	32,269	11,331,854	2,714,125
Less: Liabilities & Encumbrances	(11,436,208)	(19,090)	(30,996,798)	(22,137,835)
Less: Construction in Progress Balances			(76,873,882)	(1,632,525)

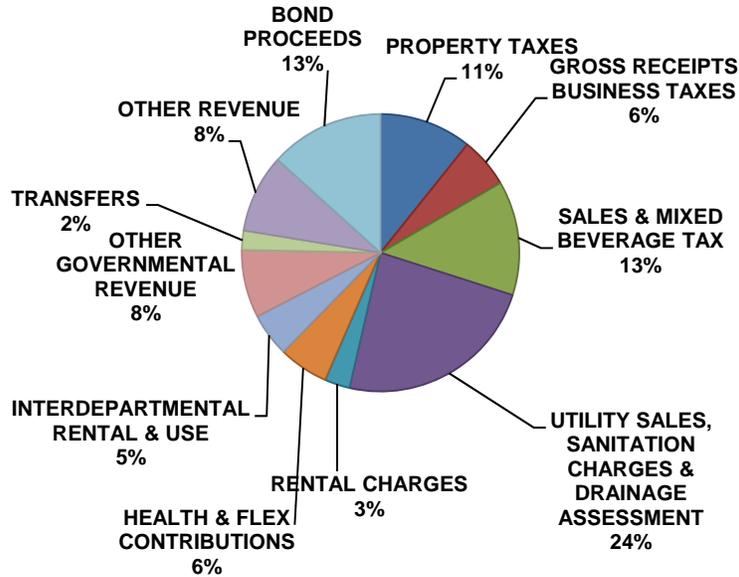
Balance 10/01/17	42,757,840	4,602,698	45,599,100	18,124,191
=====				

*The Debt Service Reserve in the General Fund is an appropriation of the maximum potential lease payment to the Venue District.

SPECIAL REVENUE	CAPITAL IMPROVEMENTS	BUDGET TOTAL BEFORE INTERFUNDS	INTERFUND TRANSFERS	NET BUDGETED FUNDS
7,954,040	22,269,772	141,307,641	0	141,307,641
25,016,803	65,783,325	426,348,358 35,464,628	(66,736,971)	359,611,387 35,464,628
23,124,755	2,848,860	335,381,775 (26,623,866)	(66,736,971)	268,644,804 (26,623,866)
	75,041,079	131,351,746 31,982,765		131,351,746 31,982,765
23,124,755	77,889,939	472,092,419	(66,736,971)	405,355,448
9,846,088	10,163,158	131,028,208	0	131,028,208
25,168,947	27,761,821	398,664,390 45,563,893	(69,982,933)	328,681,458 45,563,893
24,180,939	2,819,904	351,671,139 (27,577,380)	(69,982,933)	281,688,206 (27,577,380)
	25,803,408	87,368,647 38,093,763		87,368,647 38,093,763
24,180,939	28,623,312	449,556,169	(69,982,933)	379,573,236
10,834,096	9,301,667	125,700,322	0	125,700,322
573,896		2,601,043 3,388,219		2,601,043 3,388,219
10,260,200	9,301,667	119,711,060	0	119,711,060
10,834,096	9,301,667	125,700,322	0	125,700,322
8,502,948	65,574,235 36,808			
1,098,112	275,597			
(1,647,020)	(3,540,257) (40,076,611)			
7,954,040	22,269,772			

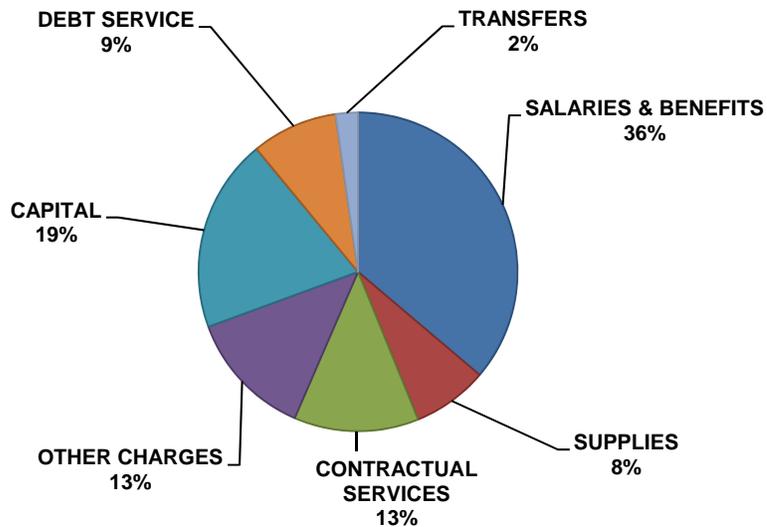
CITY OF AMARILLO ALL FUNDS 2018/2019

RESOURCES



\$444,228,284 TOTAL RESOURCES

EXPENDITURES

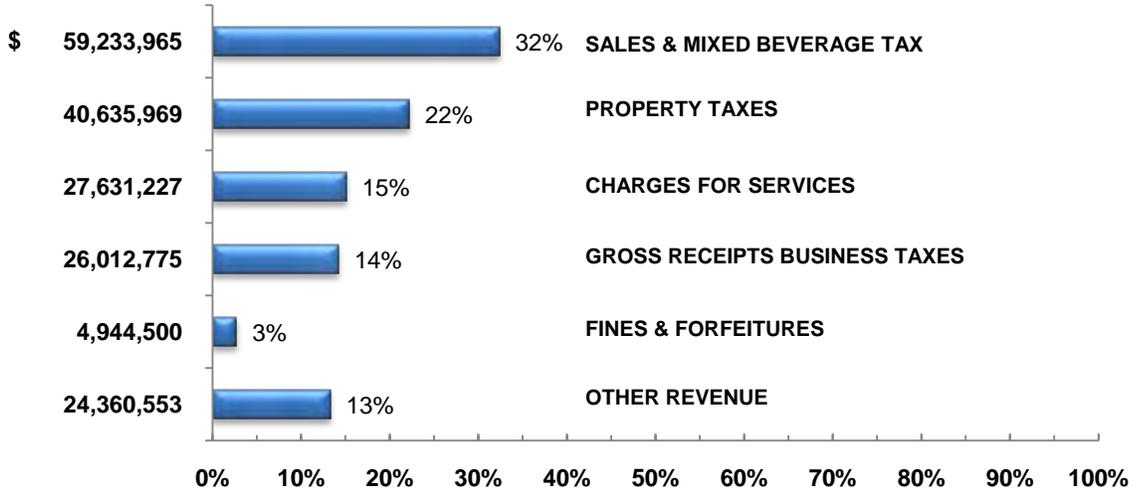


\$449,556,170 TOTAL EXPENDITURES

Utility sales, sanitation charges, and drainage assessment make up the largest source of revenue at \$105,101,086. This includes water and sewer sales along with charges for solid waste collection and drainage utility assessments. The second largest revenue source is sales and mixed beverage tax of \$59,223,965. Budgeted salaries and benefits make up \$162,701,638 of the City's total budgeted expenditures. Non-cash items such as depreciation are not included in the above graph, and interdepartmental reimbursements of \$4,474,423 are netted against other charges.

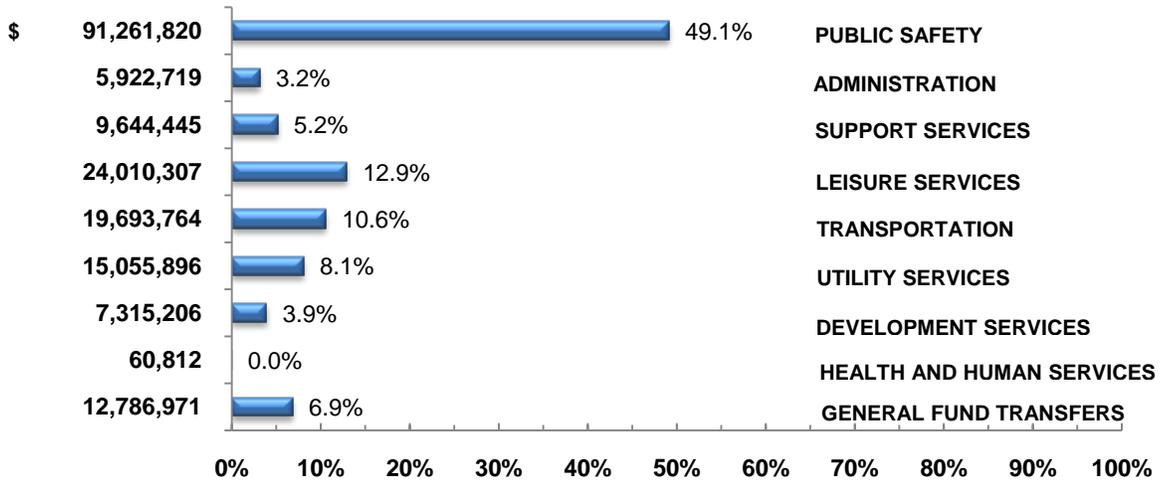
**CITY OF AMARILLO
GENERAL FUND
2018/2019**

REVENUES



\$182,818,989 TOTAL REVENUE

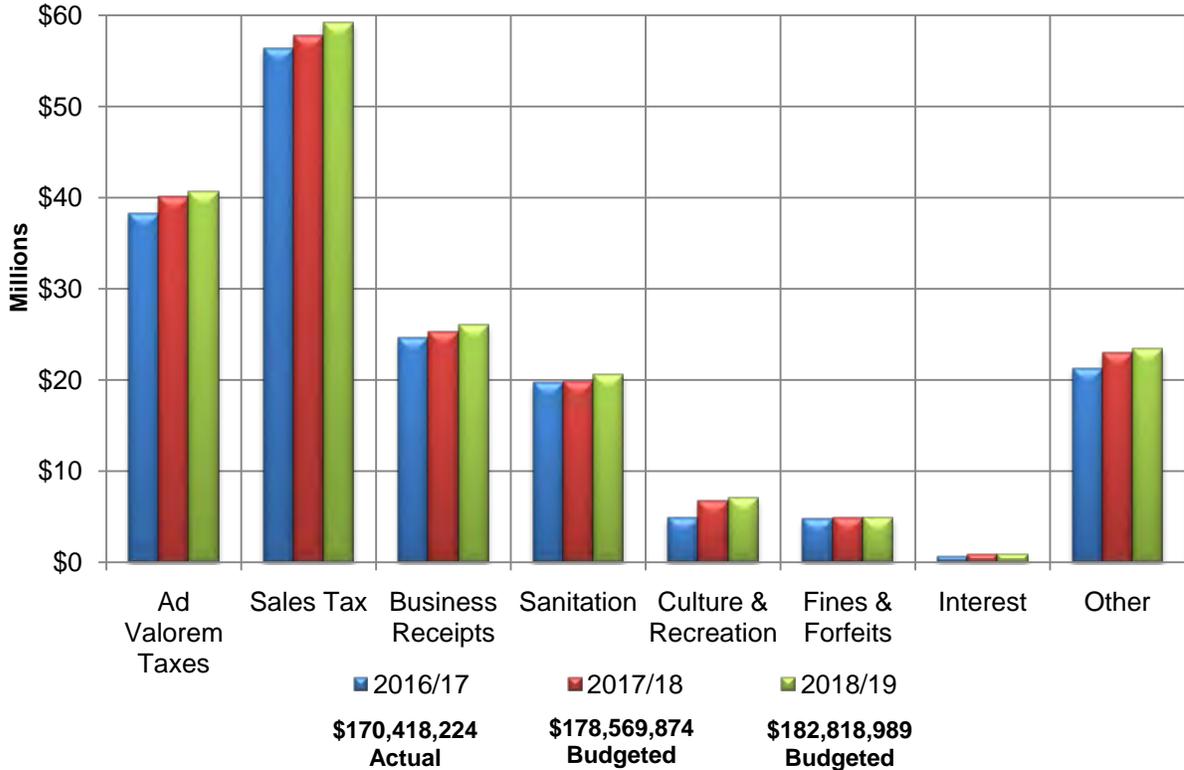
EXPENDITURES



\$185,751,940 TOTAL EXPENDITURES

Public Safety, which includes Police, Fire, Animal Management and Welfare and Municipal Court departments, requires the greatest funding, which is nearly quadruple the next largest category of Leisure Services. No single revenue source will fund Public Safety, although the sales tax comes nearest. Of the \$91,261,820 budgeted for Public Safety, Police is \$48,245,194 and Fire is \$32,827,170.

CITY OF AMARILLO GENERAL FUND REVENUE SUMMARY



The above graph compares actual 2016/2017 revenues to budgeted 2017/2018 and budgeted 2018/2019. Sales tax makes up the largest portion of General Fund revenue for the 2018/2019 fiscal year at 32%, followed by property taxes at 22%. Actual sales tax receipts, including mixed beverage sales tax, for the 2016/2017 fiscal year were down slightly at \$56.4 million, and are projected to increase slightly to approximately \$57.8 million for the 2017/2018 fiscal year. We have increased them to \$59.2 million for the 2018/2019 budget year.

Business receipts and sanitation receipts account for approximately 26% of total General Fund budgeted revenue for the 2018/2019 fiscal year. All other revenue categories make up approximately 20% of total revenue.

City of Amarillo
Revenue
1000General Fund

DESCRIPTION	ACTUAL FY2016	Revised FY2017	Budgeted FY2018
30300 Current Year's Levy	37,688,318	39,499,293	40,007,969
30320 Prior Year's Levy	326,564	317,362	356,000
30330 Penalty and Int-Delinque	286,085	271,967	272,000
30200 Ad Valorem Tax Collectio	38,300,967	40,088,622	40,635,969
30410 Electricity Utility	8,483,308	9,510,457	9,700,665
30420 Gas Utility	2,998,058	2,926,238	2,984,762
30430 Water Utility	2,331,235	2,527,086	2,670,937
30435 Sewer Utility	990,446	1,075,575	1,139,811
30440 Telecommunications Util	1,026,621	937,658	956,411
30450 Cable TV	2,133,117	1,950,705	1,989,719
30469 Hotel Occupancy Tax	6,610,423	6,870,902	7,077,029
30471 HOT Rebate	-18,837	-506,017	-506,559
30400 Gross Receipts Business	24,554,371	25,292,604	26,012,775
30610 General Sales Tax	55,544,448	56,985,841	58,359,200
30620 Mixed Beverage Sales Ta	816,149	857,612	874,765
30600 Sales Tax	56,360,597	57,843,453	59,233,965
31510 Liquor Licenses	76,478	78,579	75,000
31520 Beer & Wine Licenses	21,111	21,516	25,000
31610 Food Handling & Daycare	688,073	758,111	815,000
31620 Food Manager Certificat	75,633	40,000	40,000
31630 Public Pool & Spa Permit	22,335	25,000	27,000
31640 Pool Technician Certific	5,125	8,355	8,500
31710 Electrician Licenses	5,320	2,960	0
31720 Plumbers License & Reg	320	280	0
31725 Irrigation License & Reg	2,360	2,370	3,000
31730 Dance Hall License	600	600	1,000
31740 Heating & Aircondng Lic	6,240	6,750	6,250
31745 Insulation Registration	440	400	480
31750 Roofers License	6,000	6,155	5,500
31755 Commercial Roofers Regis	3,360	4,230	4,000
31760 Builders/Contractors Li	35,305	39,035	35,000
31765 Glass/Glazing Registrati	160	160	240
31770 Taxicab Licenses	2,749	2,318	3,500
31775 Tire Shop Registration	5,345	6,380	9,000
31780 Right of Way License	74,506	75,620	75,000
31790 Right of Way License Ap	500	750	970
31795 Cert of Appropriateness	0	0	6,300
31797 FMV Pmts - Vacated Prope	3,400	9,150	1,400
31800 Other Business Licenses	7,365	7,170	10,860
31400 Business License and Per	1,042,724	1,095,890	1,153,000
31910 Building Permits	1,522,163	1,516,564	1,600,000
31920 Electrical Permits	106,878	100,390	110,000
31930 Plumbing and Gas Permit	420,189	407,419	410,000
31935 Glass/Glazing Permits	87	87	400
31940 Heating & Aircondng Per	142,310	129,040	135,000
31945 Insulation Permits	1,160	1,170	5,000
31950 Sewage Disposal Permits	129,317	137,500	218,000
31960 Mobile Home Park Permit	10,540	35,900	24,300
31970 Transient Business Perm	475	575	2,200
31980 Solicitation Permits	2,940	2,580	7,200
31990 After Hour Inspection Fe	4,800	10,480	16,600
32000 Right of Way Permit	0	5,850	20,850
32010 Flood Plain Development	0	1,000	1,000
32020 Commercial Sidewalk Wai	3,280	4,000	4,000
32030 Residential Sidewalk Wai	160	1,200	1,200
32040 Drainage Report Fees	1,769	20,500	20,500
32050 Construction Plan Fees	1,432	152,500	152,500
31900 Non-Business License & P	2,347,499	2,526,755	2,728,750
32820 Teen Court Participation	120	0	0

**City of Amarillo
Revenue
1000General Fund**

DESCRIPTION	ACTUAL FY2016	Revised FY2017	Budgeted FY2018
32825 TxDOT Assistance	384,464	529,210	513,705
32830 Transit Oper/Cap Assista	2,480,793	2,864,232	3,237,515
32840 Hiway Signal Maint Reim	47,000	47,000	47,000
32860 County Emrg Mgmt Partici	211,456	220,793	221,605
32870 Police School Liason Par	1,004,619	1,013,061	941,411
32880 Arrest Fee Collection	4,308	4,248	5,000
32890 Other License & Permits	5,050	0	0
32900 Fiscal Agent Fees	141,477	120,414	107,629
32800 Other Governmental Reven	4,279,286	4,798,958	5,073,865
33210 Zoning Platting Fees	71,603	97,858	104,338
33220 Zoning Board Appl Fees	4,200	4,100	6,000
33225 Abandoned Vehicle Notifi	2,065	5,000	5,000
33227 Credit Access Business A	360	360	440
33230 Sale of City Publicatio	0	0	30
33200 General Government	78,228	107,318	115,808
33310 Fire Inspection Fees	41,280	100,000	105,600
33320 Traffic Accident Report	30,416	31,197	43,000
33330 Warrant Fees	565,564	532,100	532,100
33335 Preparation Appeal Fee	52	1,200	1,200
33339 Microchipping Fees	14,565	13,680	17,000
33340 Animal Shelter Fees	32,106	22,407	27,500
33342 Euthanasia Fee	0	0	0
33343 Dog Vaccination on Intak	3,836	4,000	4,001
33347 Surrender Fee	0	0	20,000
33349 Adoption Fee	0	0	72,000
33350 Vital Statistic Fees	239,317	239,672	250,000
33360 DSC Admin Fee	25,600	28,200	28,200
33370 Water Sample Collection	2,440	1,200	1,500
33380 Vet Clinic Disposal Fee	6,193	0	0
33381 Medical Reclaim Fees	238	0	0
33400 Fire Service Fee - Airpo	1,783,577	1,859,146	1,914,289
33300 Public Safety and Health	2,745,283	2,832,801	3,016,390
33510 Collection and Disposal	17,331,921	17,233,565	17,638,000
33515 SW Commercial Permit Fee	0	0	375,000
33520 Landfill Charges	2,268,780	2,489,118	2,550,000
33530 Recyclable	71,294	70,342	71,800
33500 Sanitation	19,671,996	19,793,025	20,634,800
33610 Passenger Fees	127,026	138,169	160,759
33620 Demand Response Fee	35,082	36,376	40,289
33640 Miscellaneous Bus Reven	26,446	27,617	30,813
33600 Operating Revenues	188,554	202,162	231,861
33710 Civic Center Rentals	1,144,829	1,092,784	1,096,825
33711 Civic Center Facility Fe	254,623	250,000	250,000
33715 Extra Charge	14,116	12,891	12,940
33720 Civic Center Concessions	342,102	290,717	291,728
33725 Equipment Charges	126,055	121,941	121,965
33735 Civic Center Novelities	25,401	22,842	25,536
33740 Box Office Fees	326,306	325,000	325,000
33750 Library Late Charges	94,350	94,354	95,000
33760 Library Copy Charges	33,451	33,435	30,000
33765 No Res Lib Fee	13,658	13,271	12,000
33780 Golf Green Fees TOM	196,531	319,379	335,000
33785 Golf Green Fees WH	0	369,719	388,000
33790 Golf Green Fees ARR	684,108	279,000	290,000
33795 Golf Green Fees MUS	0	344,705	362,000
33800 Golf Annual Passes	228,945	220,000	230,000
33803 Golf Food/Beverage Sales	0	233,150	235,000
33804 Golf Merchandise Sales	0	582,436	600,000
33805 Golf Cart Sales	401,518	770,359	867,235

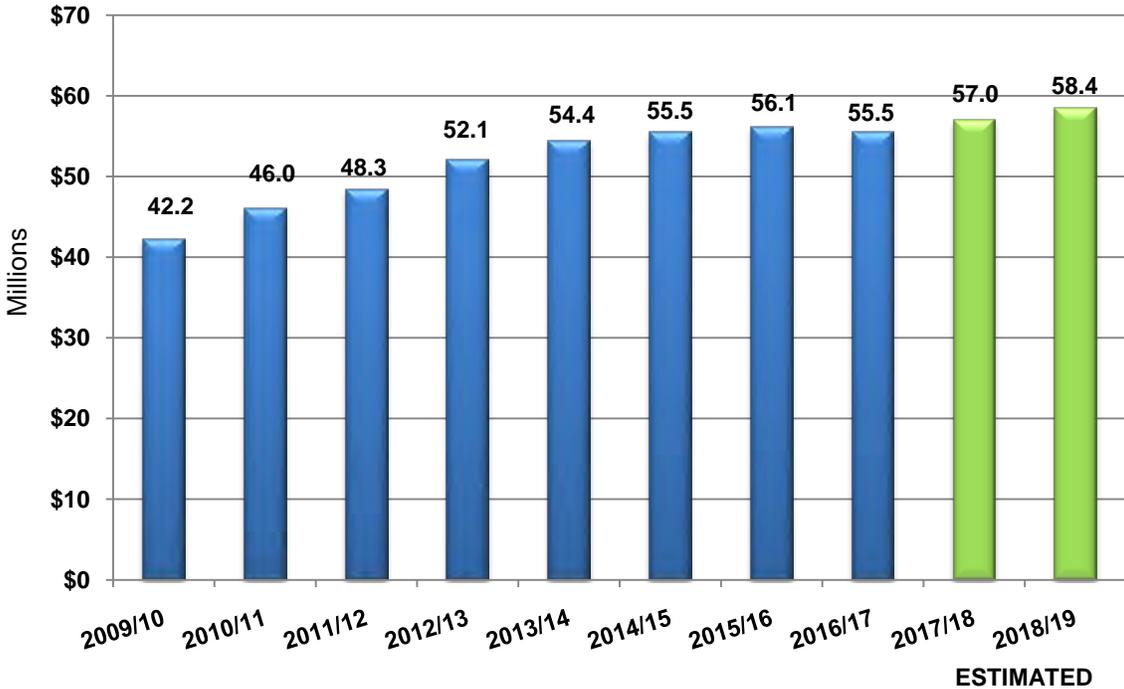
**City of Amarillo
Revenue
1000General Fund**

DESCRIPTION	ACTUAL FY2016	Revised FY2017	Budgeted FY2018
33806 Golf Beverage Sales	8,725	250,273	265,000
33807 Driving Range Sales	30,088	66,342	66,500
33808 Push/Pull Cart Rentals	546	0	0
33809 Club Set Rental	1,668	0	0
33810 League Entry Fees	290,904	277,691	277,555
33815 Tournament Revenue	27,221	32,726	33,630
33820 Admission Fees	0	11,200	15,800
33830 Player Membership Fees	0	14,400	23,600
33850 Swimming Pool Revenues	110,293	110,293	112,499
33855 Swimming Lessons	42,175	42,290	48,115
33856 Group Fitness Fees	0	1,600	3,600
33860 Field Rentals	51,613	54,963	55,490
33861 Soccer Field Rentals	5,810	17,580	17,810
33865 WAC Rental Fees	0	3,200	5,500
33870 Shooting Complex Revenu	98,033	94,939	105,000
33880 Shooting Merchandise Sal	9,915	7,640	18,500
33890 Tennis Center Fees	4,965	5,000	5,064
33900 Tennis Memberships	1,906	1,944	1,944
33920 Adult Zoo Admission	117,240	144,000	146,000
33930 Child Zoo Admission	31,768	40,000	42,500
33940 Senior Zoo Admission	6,453	9,000	9,250
33970 Group Zoo Admission	3,639	4,000	4,000
33980 Season Pass Zoo Admissio	965	1,315	0
33990 Special Zoo Event	66,437	62,000	61,000
34686 Special Event Applicatio	1,225	1,250	1,500
37160 Concession	67,185	59,646	68,741
33700 Culture and Recreation	4,864,767	6,698,905	6,996,427
34685 Tornado Alley/BMX Rental	50	0	0
34600 Other Building & Ground	50	0	0
34910 Fleet Equipment Rental	0	0	700
34900 Interdepart Rental & Use	0	0	700
35105 Admin Fee--Defensive Dr	3,760	3,000	3,000
35106 Admin Fee - Teen Court	4,760	0	0
35110 Traffic Fines	3,461,467	3,771,300	3,771,300
35115 Other Traffic Court Cos	53,902	54,300	54,300
35120 Misdemeanor Fees	422,216	328,900	328,900
35130 Parking Fines	147,118	134,900	134,900
35135 Violation City Ordinanc	144,780	196,500	196,500
35145 Misdemeanor Probation R	0	420	420
35146 Traffic Probation	0	120	120
35157 MC Assessed - Child Safe	11,741	11,913	11,700
35175 Judicial Fund Local	20,475	20,900	20,900
35210 Bond Forfeitures	4,352	17,300	17,300
35215 Forfeited Disct-Sanitat	412,515	404,868	405,000
35220 Expunction Fees	360	160	160
35000 Fines and Forfeitures	4,687,447	4,944,581	4,944,500
35435 Potter County Participat	0	15,000	28,500
35436 Randall County Participa	0	15,000	28,500
35460 Other Participation	0	0	268,128
35300 Construction Participati	0	30,000	325,128
35510 AECC - AMR Rate	807,000	831,756	828,672
35515 Medical Director Service	79,200	79,200	79,200
35520 AECC - Potter Randall 91	117,950	165,361	175,000
35530 Ama Humane Society Parti	30,480	0	12
35610 Grant In Aid – Federal	133,421	126,219	142,419
35700 Grants - State	9,275	0	0
36210 Other Program Revenue	17,475	0	0
35500 Other Governmental Reven	1,194,801	1,202,536	1,225,303
36520 Contract Income	0	25,000	28,000

City of Amarillo
Revenue
1000General Fund

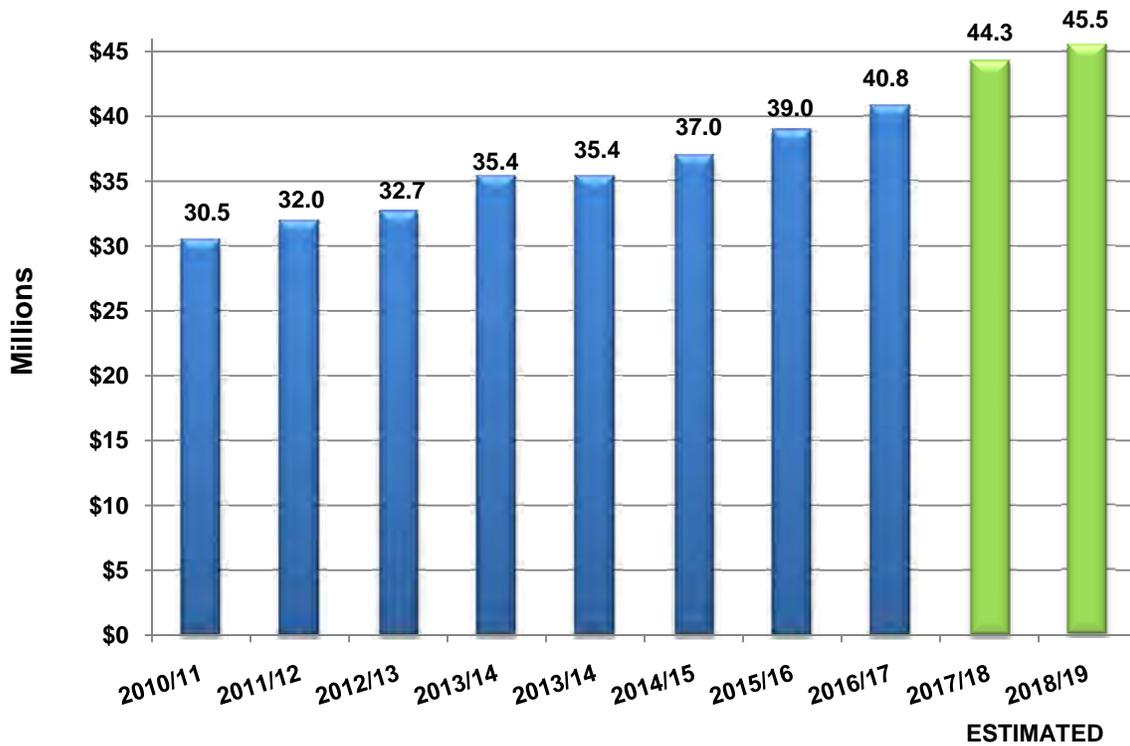
DESCRIPTION	ACTUAL FY2016	Revised FY2017	Budgeted FY2018
36500 Chamber Revenues	0	25,000	28,000
37110 Interest Income	497,691	680,451	680,751
37115 Unrealized G/L	-95,445	0	0
37125 Other Interest Income	234,385	221,324	230,000
37109 Interest Earnings	636,631	901,775	910,751
37151 Amusement Park Lease	94,861	96,483	96,483
37152 Municipal Building Rent	117,140	123,145	117,144
37153 Polk Street Rental	77,686	78,259	80,246
37154 Other Rental Income	45,520	45,650	55,600
37155 Surface Land Rental	76,799	36,783	36,620
37170 Payment in Lieu of Prope	3,702,132	3,926,295	4,047,438
37150 Rent	4,114,138	4,306,615	4,433,531
37210 Water & Sewer Utility	1,328,073	1,447,018	1,457,898
37220 Airport	176,569	166,478	175,790
37225 Weed Collection	287,200	271,732	275,000
37230 Weed Mowing Services	159,825	138,275	150,000
37231 Bad Debt Exp/Recovery	-464,550	-350,000	-380,000
37240 State Court Cost	226,376	257,100	257,100
37245 Court Cost-Arrest Fees	158,632	162,800	162,800
37246 Dismissal Fee-Drivers Li	20,230	24,000	24,000
37247 Municipal Court Time Pmt	85,878	98,000	98,000
37248 Judicial Admin Efficiency	21,467	24,800	24,800
37250 Indirect Cost Reimburse	2,160,629	1,786,220	1,809,590
37265 Technology Fee	44,670	145,801	165,024
37199 Administrative Charges	4,204,997	4,172,223	4,220,002
37130 Discounts Earned	5,269	5,805	1,500
37140 Returned Check Fees	2,874	545	500
37141 Merchant Service Fees	-122,173	-140,891	-102,571
37410 Miscellaneous Revenue	193,167	165,398	161,649
37412 Auction Expense Recovery	43,609	28,430	14,000
37415 Appraisal Dist. Rf.	0	5,617	5,617
37417 Wrecker Service Contract	56,693	55,760	53,000
37420 Donations	184,585	43,122	10,000
37428 Procurement Card Rebate	101,400	101,400	100,000
37435 Sale of Scrap	600	200	250
37445 Sales to Outside Utiliti	42,563	35,000	40,000
37448 Private Develop/ETJ Engr	32,300	0	0
37455 Events Dist Oper Asst	398,004	398,004	398,004
37460 Gn/Lss on Prop Disposal	5,438	8,540	0
37463 Parks Tree Workshop	1,280	0	0
37466 Education	22,458	19,777	22,000
37400 Miscellaneous Revenue	968,067	726,708	703,949
39350 Tsf In from Gen Construc	170,247	150,247	180,000
39370 Tsf In fr St & Drainage	4,535	4,535	3,500
39390 Tsf In fr Park Improve	3,038	4,420	15
39410 Tsf in fr Solid Waste	0	810,741	0
39670 Tsf In fr Photo Traff En	0	10,000	10,000
39100 Operating Transfers In	177,820	979,943	193,515
TREVENUE Total Revenues	170,418,224	178,569,874	182,818,989

CITY OF AMARILLO SALES TAX COLLECTIONS



During the 1990/1991 fiscal year a ½ cent sales tax increase was implemented. After implementing the additional ½ cent, sales tax revenue became one of the most significant revenue source comprising 13% of total City funds and 32% of the General Fund revenue. Sales tax revenue has remained extremely strong for the City. After a slight dip in 2016/2017 fiscal year, projections for the 2017/2018 fiscal year have increased approximately 2.70% over 2016/2017, and projections for the 2018/2019 fiscal year have been budgeted with a slight increase of 2.46% over the 2017/2018 revised estimate.

CITY OF AMARILLO PROPERTY TAX COLLECTIONS



From 1990 to 1994 the City's tax base eroded. However, during this period other revenue sources, especially the sales tax revenue, mitigated this decrease in property values. During 1995, the tax base increased over the previous high 1991 level by 2.6%. Annually from 1995, the City has seen modest increases in the tax base, which is reflected in the above graph with slight yearly property tax collection increases. We expect this trend towards higher tax base values to continue and expect to see a modest increase in property values next year.

During May of 2000, City of Amarillo voters approved a 12% pay increase for Police Officers and Fire Fighters and a corresponding 20% property tax increase, which will be used to fund the 12% salary increase. Also during the 2000 fiscal year, voters approved the issuance of General Obligation bonds to pay for the construction of a new library branch. During 2007 the City Council approved the 2007 Certificates of Obligation bonds. During 2016 City of Amarillo voters approved two propositions to fund \$109 million in capital improvements to City streets and public safety departments over a five-year period. Due to the 2016 election, the debt service property tax rate will increase from \$0.03666 to \$0.04140 during 2018/2019.

The tax rate for the 2018/2019 fiscal year is \$0.36838 per \$100 property value with a maintenance and operating rate of \$0.32698 and a debt service rate of \$0.04140.

**CITY OF AMARILLO
RATIO OF TAX COLLECTIONS TO CURRENT YEAR'S LEVY
ALL FUNDS**

FISCAL YEAR	LEVY	%	% LEVY	CURRENT ROLL COLLECTIONS		PRIOR ROLL COLLECTIONS		TOTAL TAX COLLECTIONS		
				AMOUNT	% LEVY	AMOUNT	% LEVY	AMOUNT	% LEVY	
2009/2010	30,409,776	*	100.00%	29,765,279	97.9%	368,736	1.2%	30,134,015	99.1%	
2010/2011	30,639,878	*	100.00%	30,165,357	98.5%	360,943	1.2%	30,526,300	99.6%	
2011/2012	32,159,248	*	100.00%	31,644,920	98.4%	355,182	1.1%	32,000,102	99.5%	
2012/2013	32,832,489	*	100.00%	32,288,606	98.3%	449,309	1.4%	32,737,915	99.7%	
2013/2014	35,664,675	*	100.00%	35,118,419	98.5%	312,444	0.9%	35,430,863	99.3%	
2014/2015	37,270,434	*	100.00%	36,704,939	98.5%	293,544	0.8%	36,998,483	99.3%	
2015/2016	39,236,666	*	100.00%	38,577,745	98.3%	456,697	1.2%	39,034,442	99.5%	
2016/2017	40,948,124	*	100.00%	40,435,788	98.7%	349,004	0.9%	40,784,792	99.6%	
2017/2018(Est)	44,661,456	*	100.00%	43,916,458	98.3%	338,639	0.8%	44,255,097	99.1%	**
2018/2019(Est)	46,112,284	*	100.00%	45,112,464	97.8%	381,800	0.8%	45,494,264	98.7%	***

**ANALYSIS OF PROPERTY VALUATIONS AND TAX RATE
ASSESSED VALUE**

YEAR	REAL ESTATE		BUSINESS PERSONAL		TOTAL		GENERAL	I&R	TOTAL	
	AMOUNT	%	AMOUNT	%	AMOUNT	%				
2009/2010	10,147,687,093	87.8%	1,413,365,790	12.2%	11,561,052,883	100.0%	0.28239	0.02770	0.31009	
2010/2011	10,299,410,694	88.4%	1,351,284,199	11.6%	11,650,694,893	100.0%	0.28279	0.02730	0.31009	
2011/2012	10,737,236,627	88.6%	1,379,495,572	11.4%	12,116,732,199	100.0%	0.29230	0.02779	0.32009	
2012/2013	10,941,419,006	88.5%	1,417,493,921	11.5%	12,358,912,927	100.0%	0.29276	0.02733	0.32009	
2013/2014	11,063,215,720	88.0%	1,510,766,292	12.0%	12,573,982,012	100.0%	0.31335	0.02674	0.34009	
2014/2015	11,489,089,001	87.9%	1,579,344,589	12.1%	13,068,433,590	100.0%	0.31915	0.02594	0.34509	
2015/2016	11,896,261,823	87.8%	1,650,461,901	12.2%	13,546,723,724	100.0%	0.32566	0.02506	0.35072	
2016/2017	12,372,427,053	87.5%	1,767,776,977	12.5%	14,140,204,030	100.0%	0.32698	0.02374	0.35072	
2017/2018	13,069,862,666	87.8%	1,820,657,962	12.2%	14,890,520,628	100.0%	0.32698	0.03666	0.36364	**
2018/2019	13,472,051,057	88.0%	1,842,147,371	12.0%	15,314,198,428	100.0%	0.32698	0.04140	0.36838	***

CITY TAXES AND PROPERTY VALUATIONS

From 1990 to 1993, the City's tax base had eroded; however, during this period, other revenue sources -- especially the sales tax revenue -- mitigated this decrease in property values. From 1994 to 2018, the City's assessed values have increased annually. As the chart above reflects, we have seen increasing assessed values for the last ten years from \$11.6 billion in 2009/10 to \$15.3 billion in 2018/19.

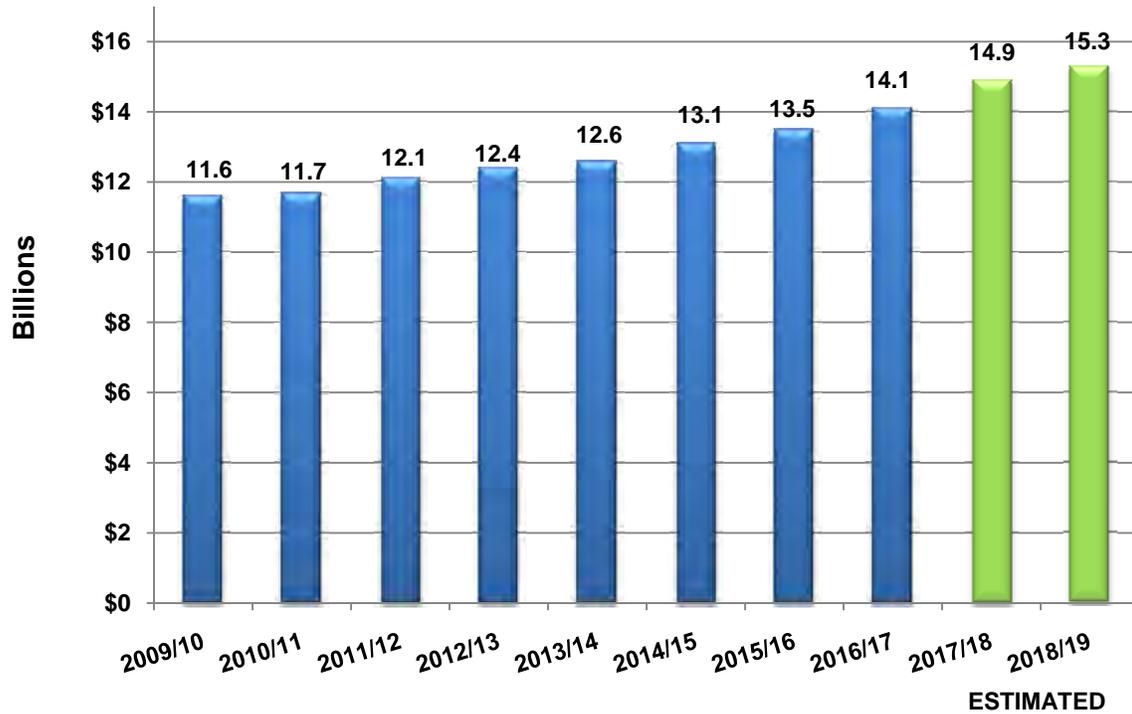
*The City is participating in the Downtown Tax Increment Reinvestment Zone (TIRZ #1) and the East Gateway Tax Increment Reinvestment Zone (TIRZ #2). The City's participation will be:

2009/2010	\$120,921
2010/2011	\$126,241
2011/2012	\$137,216
2012/2013	\$164,493
2013/2014	\$178,714
2014/2015	\$173,400
2015/2016	\$186,602
2016/2017	\$182,363
2017/2018	\$216,691
2018/2019	\$308,136

**Included in the tax levy is a property tax increase to fund the 2017 General Obligation bonds issue.

***Included in the tax levy is a property tax increase to fund the 2018 General Obligation bonds issue.

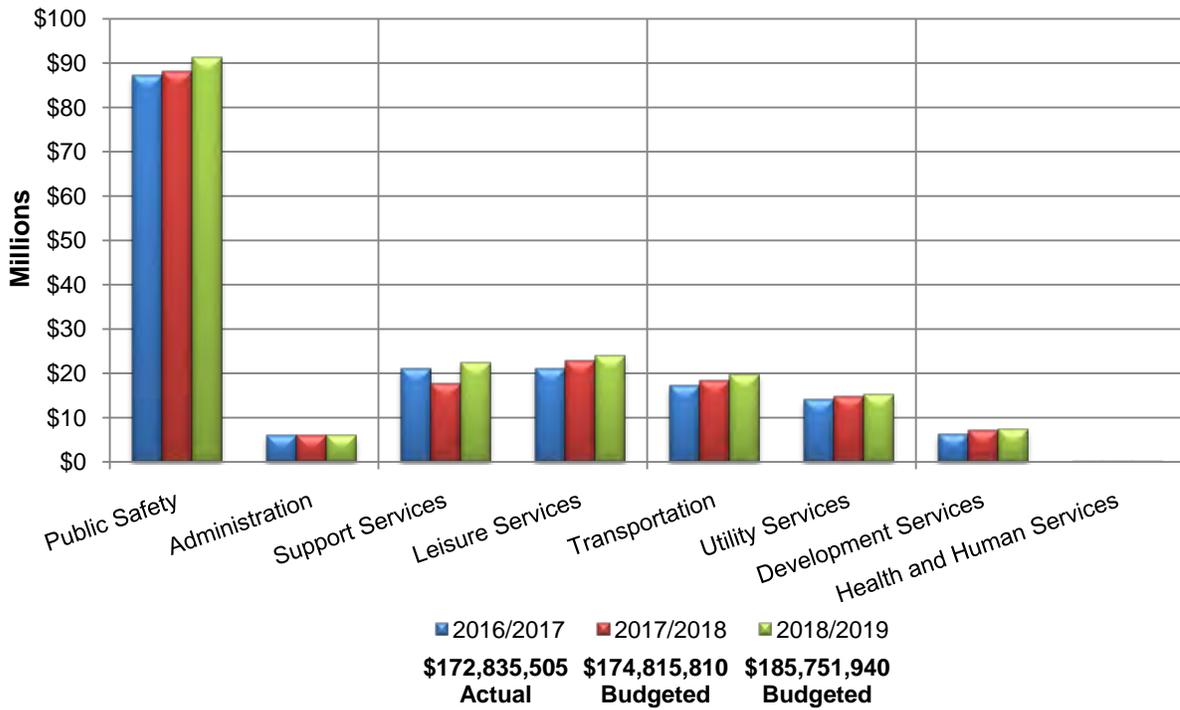
CITY OF AMARILLO ASSESSED PROPERTY VALUES



Property taxes decreased during the 1990/1991 fiscal year from 40.40 cents per \$100 of assessed property value, to 27.20 cents. In that same fiscal year an additional ½ cent sales tax was implemented to offset the property tax decrease.

Assessed values have annually increased from \$11.6 billion in the 2009/2010 fiscal year to \$15.3 billion for the 2018/2019 fiscal year. For the current fiscal year, the tax rate is \$0.36838 cents per \$100 of property value. The debt service portion of the property tax rate is \$0.04140 cents per \$100 of property values for the 2018/2019 fiscal year.

CITY OF AMARILLO GENERAL FUND SUMMARY OF EXPENDITURES



The above graph compares actual 2016/2017 expenditures to budgeted 2017/2018 and budgeted 2018/2019 expenditures. Public Safety expenditures are the most significant portion of the total budget, representing 49% of total budgeted expenditures.

Public Safety budgeted expenditures for the 2018/2019 fiscal year include \$48.2 million for the Police department and \$32.8 million for the Fire department. Leisure services represents 13% of the General Fund total budgeted by expenditures with the majority of the expenditures going towards the Parks and Recreation (\$15.9 million) and Library departments (\$4.2 million).

CITY OF AMARILLO
SUMMARY OF RESOURCES AND EXPENDITURES
ENTERPRISE FUNDS - FISCAL YEAR 2018/2019

	TOTAL	WATER & SEWER UTILITY	AIRPORT	DRAINAGE UTILITY
AVAILABLE FUNDS:				
Balance 10/01/17 (See Below)	45,599,100	35,597,884	6,315,958	3,685,258
Fiscal Year 2017/2018				

Sales, Receipts & Revenue	96,468,724	79,903,289	10,761,171	5,804,264
Other Sources	35,464,628	27,785,012	7,679,616	0
M & O Expenditures	82,150,183	64,867,562	14,112,128	3,170,493
Less: Depreciation	(19,196,278)	(13,641,567)	(5,422,162)	(132,549)
Capital Expenditures	48,005,334	36,723,306	8,857,028	2,425,000
Debt Service	22,853,847	20,229,803	1,870,900	753,144
Total Expenditures	133,813,086	108,179,103	19,417,894	6,216,088

AVAILABLE FUNDS:				
Balance 10/01/18	43,719,367	35,107,082	5,338,851	3,273,434
Fiscal Year 2018/2019				

Sales, Receipts & Revenue	98,174,555	81,465,540	10,679,475	6,029,540
Other Sources	45,563,893	29,093,283	6,470,610	10,000,000
	0			
M & O Expenditures	84,704,563	66,309,092	14,777,743	3,617,729
Less: Depreciation	(20,136,727)	(14,509,052)	(5,403,162)	(224,513)
Capital Expenditures	53,815,239	34,359,038	7,726,600	11,729,601
Debt Service	26,788,499	23,361,905	1,871,025	1,555,569
Total Expenditures	145,171,574	109,520,983	18,972,206	16,678,386

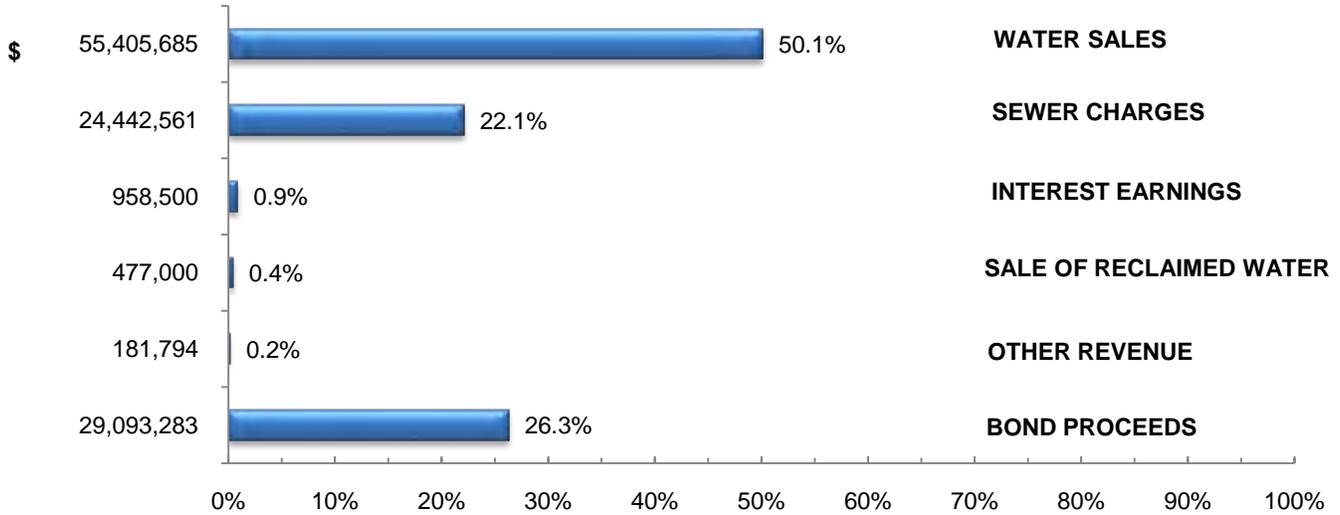
AVAILABLE FUNDS:				
Balance 10/01/19	42,286,240	36,144,922	3,516,730	2,624,588
=====				
DETAIL OF BALANCES AT 10/01/19				

Reserves for S/L & A/L	1,288,247	1,036,936	176,441	74,870
Debt Service Reserves	1,646,496	1,646,496	0	0
For Future Water Rights Purchases	11,879,293	11,879,293		
Committed for Future Capital/Projects	27,472,205	21,582,197	3,340,289	2,549,718
BALANCE	42,286,240	36,144,922	3,516,730	2,624,588
=====				
Available funds calculation:				
Cash & Investments	141,983,095	122,988,437	10,423,417	8,571,241
(Appreciation) Depreciation in Investments	154,831	118,091	18,915	17,825
Assets to be converted to Cash	11,331,854	10,636,703	407,519	287,632
Less: Liabilities & Encumbrances	(30,996,798)	(27,840,566)	(2,381,525)	(774,707)
Less: Construction in Progress Balances	(76,873,882)	(70,304,781)	(2,152,368)	(4,416,733)
Balance 10/01/17	45,599,100	35,597,884	6,315,958	3,685,258
=====				

Note: Converted to cash includes due froms and prepaids.

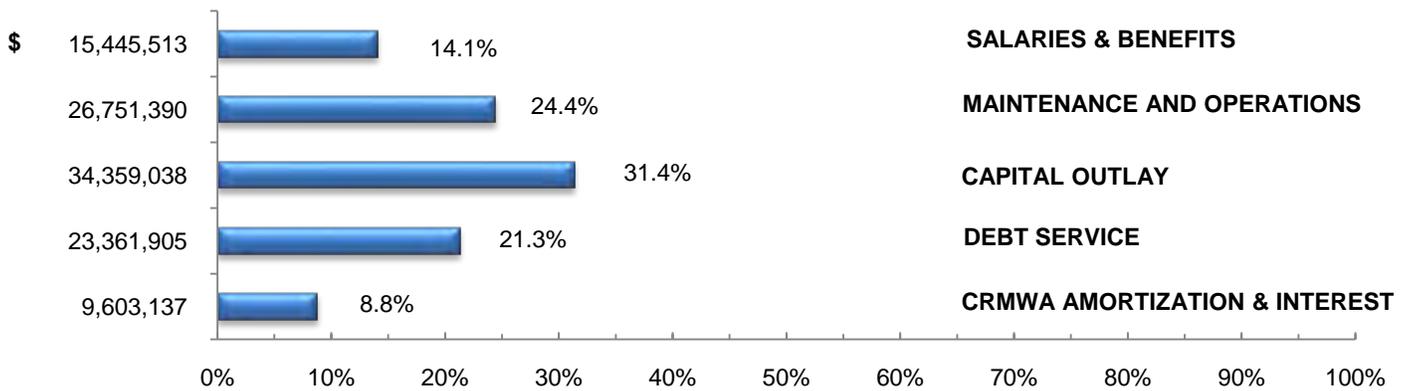
CITY OF AMARILLO WATER AND SEWER UTILITY 2018/2019

REVENUE



\$110,558,823 TOTAL REVENUE

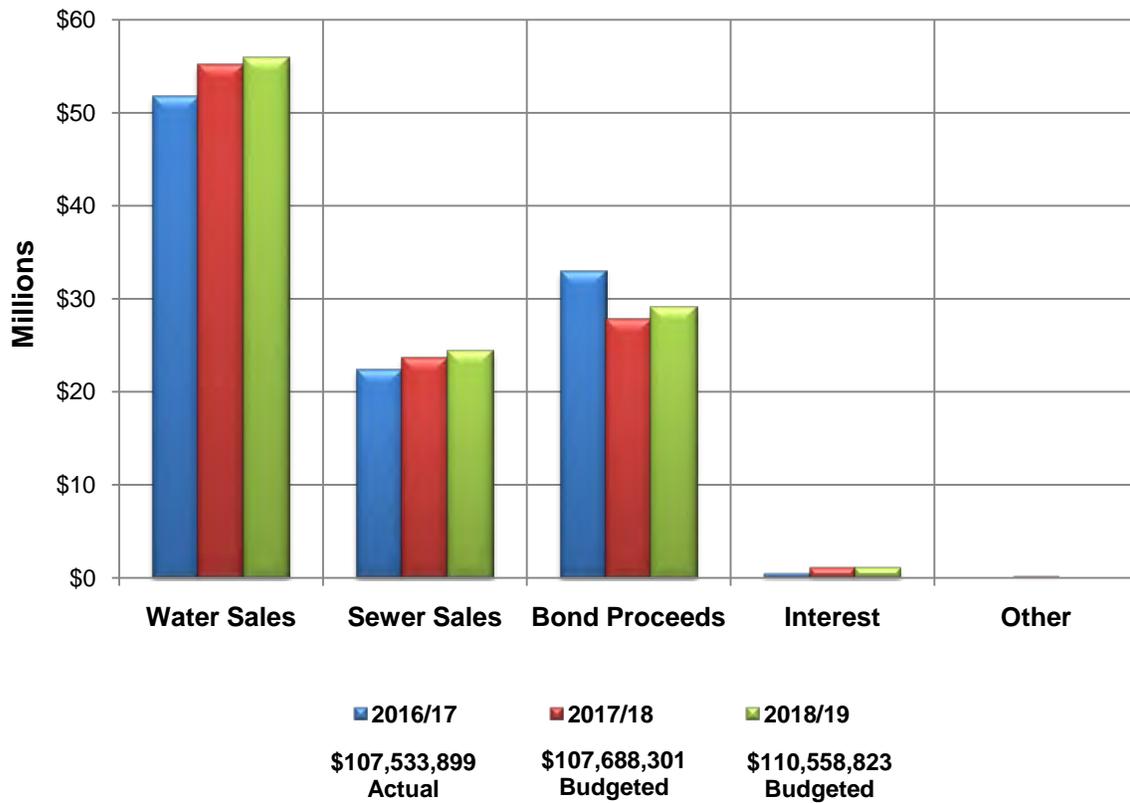
EXPENDITURES



\$109,520,983 TOTAL EXPENDITURES

Water sales and sewer charges of \$79.8 million account for 72% of the Water and Sewer Fund revenues. Total expenditures do not include non-cash items such as depreciation.

CITY OF AMARILLO WATER AND SEWER REVENUE SUMMARY



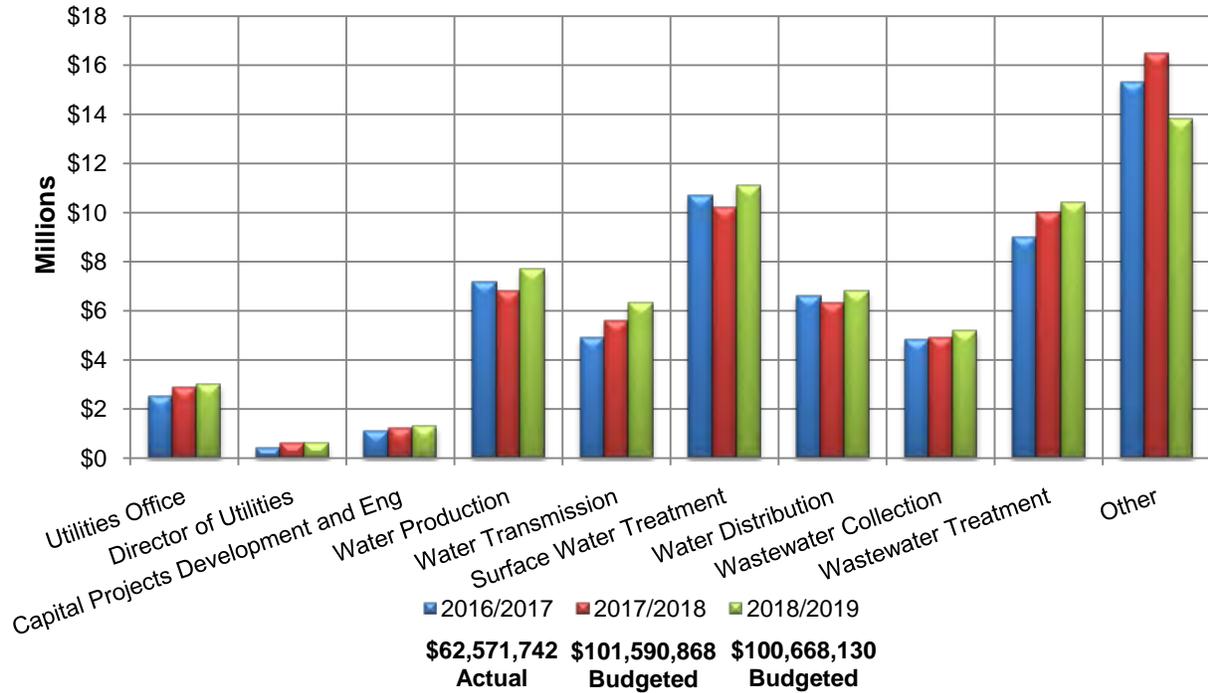
The above graph compares actual 2016/2017 revenues to budgeted 2017/2018 and budgeted 2018/2019 revenues. Water and Sewer sales account for 72.7% of the total revenue budgeted in the Water and Sewer Fund for the 2018/2019 fiscal year.

The 2018/2019 budget includes a 3% increase in water and sewer charges which will be used to help fund capital improvements to the water and sewer system.

City of Amarillo
Revenue
5200Water and Sewer System Fund

DESCRIPTION	ACTUAL FY2016	Revised FY2017	Budgeted FY2018
31650 Grease Trap Permit Fees	0	0	92,225
31400 Business License and Per	0	0	92,225
34010 Water Metered Sales	48,620,594	52,194,639	52,764,943
34030 Sewer Charges	21,570,449	22,894,437	23,611,003
34040 Ind Waste Sewer Surchar	218,437	180,000	196,000
34045 Liq. Waste Disp. Fee	62,265	76,660	144,000
34060 Sale of Reclaimed Water	512,347	390,364	477,000
34070 Water Service Charges	1,373,862	1,360,116	1,360,000
34080 Door Tag Fees	85,181	81,711	80,500
34000 Utility Sales & Services	72,443,134	77,177,927	78,633,446
34210 Water Tap Fees	218,965	231,719	232,000
34220 Sewer Tap Fees	88,051	82,050	82,000
34230 Water Frontage Charges	0	550	2,300
34240 Sewer Frontage Charges	3,437	3,437	3,500
34266 Lab Fees	149,495	122,278	139,000
34200 Tap Fees and Frontage Ch	459,948	440,034	458,800
35216 Forfeited Disc.-Water&S	1,241,421	1,255,225	1,233,000
35000 Fines and Forfeitures	1,241,421	1,255,225	1,233,000
35420 Owner Participation	40,569	40,569	68,000
35300 Construction Participati	40,569	40,569	68,000
37110 Interest Income	553,732	939,514	940,000
37115 Unrealized G/L	-171,314	0	0
37125 Other Interest Income	12,533	18,424	18,500
37109 Interest Earnings	394,951	957,938	958,500
37154 Other Rental Income	53,065	59,662	58,824
37155 Surface Land Rental	139,096	139,955	139,955
37150 Rent	192,160	199,617	198,779
37130 Discounts Earned	1,733	683	500
37140 Returned Check Fees	40,080	42,840	43,000
37141 Merchant Service Fees	-255,458	-266,212	-268,660
37410 Miscellaneous Revenue	3,853	0	0
37418 Non City Damage Claim	14,856	44,874	26,950
37435 Sale of Scrap	35,859	21,000	21,000
37465 NBV Asset Disposal	-11,205	-11,205	0
37400 Miscellaneous Revenue	-170,283	-168,020	-177,210
TREVENUE Total Revenues	74,601,899	79,903,289	81,465,540

CITY OF AMARILLO WATER AND SEWER EXPENDITURE SUMMARY

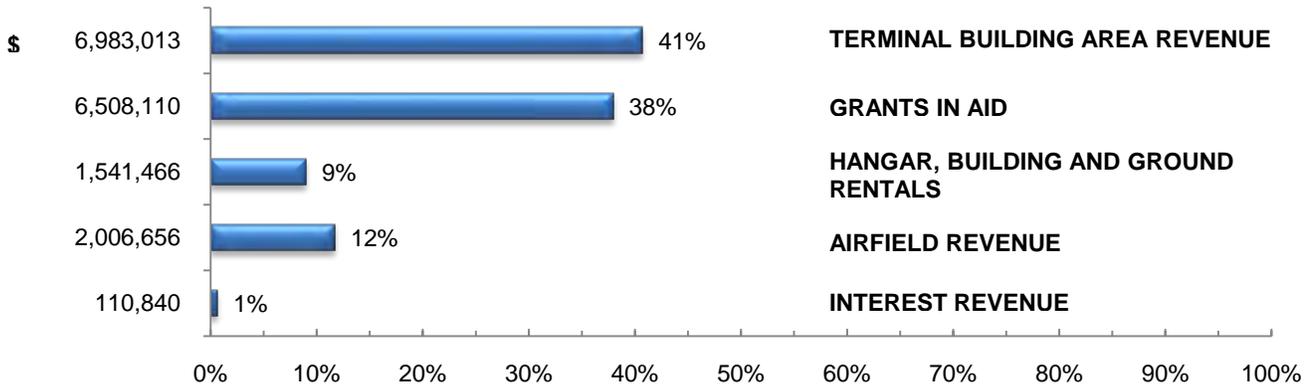


The above graph compares actual 2016/2017 expenses to budgeted 2017/2018 and budgeted 2018/2019 operating expenses. Capital Project expenditures are not included in the above graph.

The Wastewater Treatment line includes the River Road Water Reclamation Plant (\$3.6 million), the Hollywood Road Wastewater Treatment Plant (\$4.7 million), and Laboratory Administration (\$2.1 million) for the 2018/2019 fiscal year.

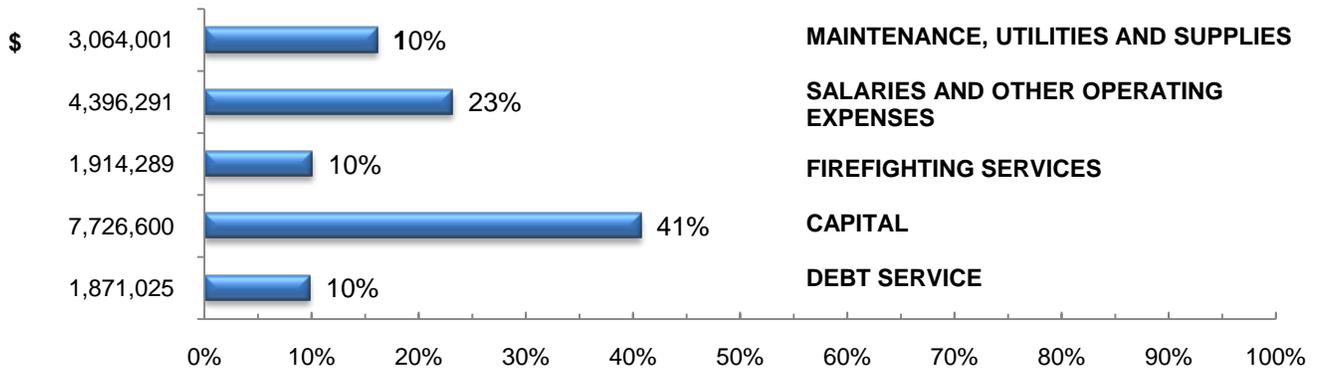
**CITY OF AMARILLO
AIRPORT
2018/2019**

REVENUE



\$17,150,085 TOTAL REVENUE

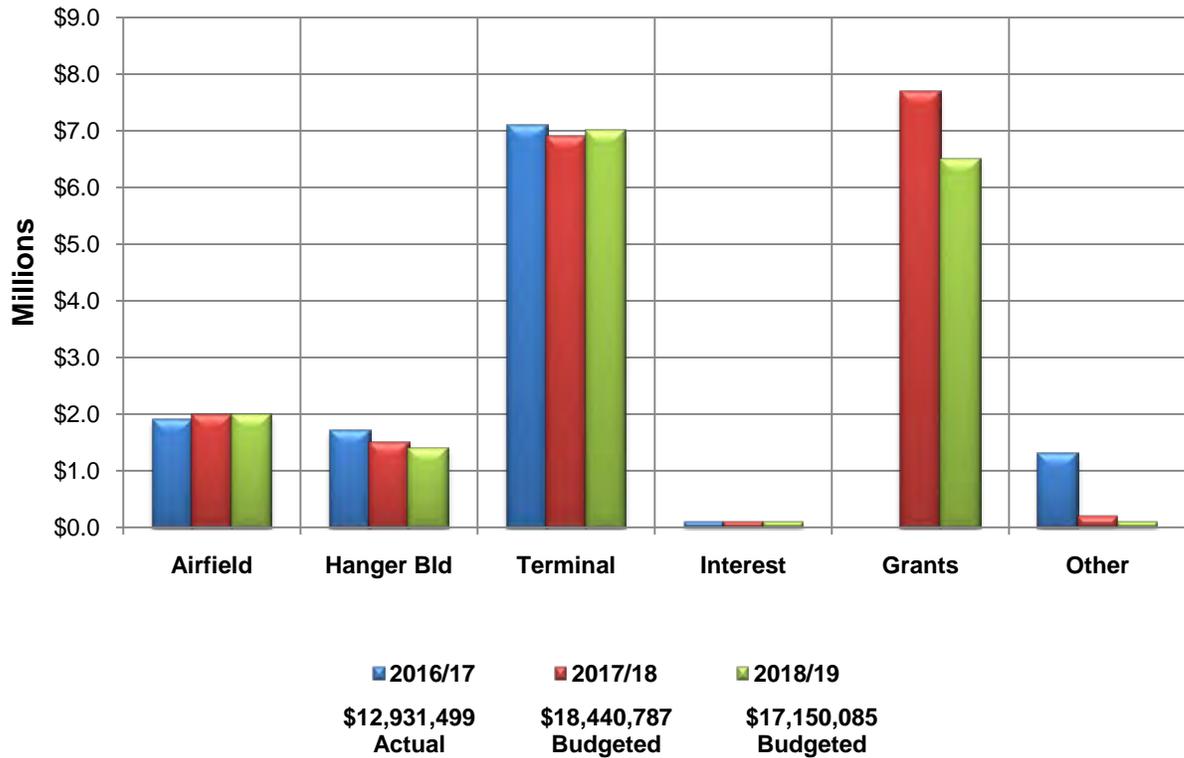
EXPENDITURES



\$18,972,206 TOTAL EXPENDITURES

Terminal building related revenues of \$7.0 million account for 41% of the Airport Fund revenues. Grants in Aid of \$6.5 million, or 38% of the total Airport Fund revenues, will be used to fund the majority of capital purchases. Total expenditures do not include non-cash budgeted items such as depreciation.

CITY OF AMARILLO AIRPORT REVENUE SUMMARY



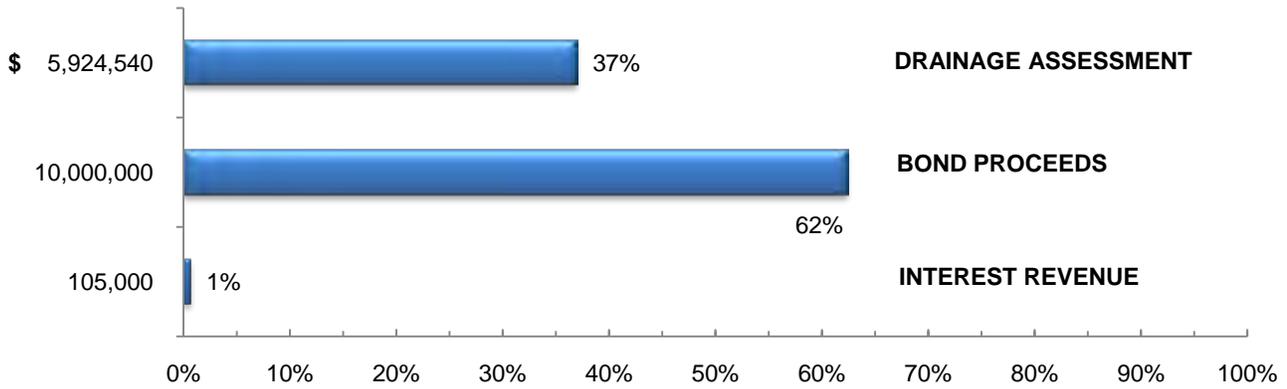
The above graph compares actual 2016/2017 revenues to budgeted 2017/2018 and budgeted 2018/2019 revenues. Revenue budgeted from the terminal building area accounts for approximately 41% of total receipts budgeted for the Airport during the 2018/2019 fiscal year. The airfield revenue represents 12% of total budgeted funds, while hanger and grounds, interest and other revenue account for 9% of total revenue. For the 2018/2019 fiscal year, grant revenues of \$6.5 million (38% of total revenue) are estimated to fund capital projects.

City of Amarillo
Revenue
5400Airport Fund

DESCRIPTION	ACTUAL FY2016	Revised FY2017	Budgeted FY2018
32825 TxDOT Assistance	0	0	37,500
32800 Other Governmental Reven	0	0	37,500
34310 Landing Fees	503,167	545,802	550,000
34315 Passenger Facility Charg	1,223,894	1,358,250	1,326,856
34320 Fuel Flowage Comm	125,076	122,000	125,000
34340 Fuel & Oil commission O	0	0	4,800
34300 Airfield Fees and Commis	1,852,137	2,026,052	2,006,656
34410 Airline Rentals	1,944,624	1,918,570	2,050,000
34420 Restaurant Commissions	183,649	200,000	210,500
34460 Other Terminal Building	109,700	109,394	72,000
34470 Car Rental Commissions	1,060,962	1,044,393	940,000
34471 Customer Facility Charge	595,564	610,141	611,465
34472 CONRAC Fuel Revenue	259,932	265,108	259,932
34480 Auto Parking Commission	2,979,947	2,750,000	2,839,116
34400 Terminal Building Area R	7,134,378	6,897,605	6,983,013
34620 Krams Inc Lease	302,577	226,933	113,467
34630 Leading Edge Lease	433,073	430,684	433,073
34640 Bell Helicopter Rents	468,976	473,103	473,100
34650 Fixed Base Operator Lea	93,771	94,798	94,797
34660 Other Build Rents – Ai	40,231	40,231	40,376
34665 PRANA Master Lease	150,741	117,977	117,977
34680 Ground Rentals	166,387	119,956	108,776
34715 Ground Transportation Fe	0	4,175	14,400
34600 Other Building & Ground	1,655,757	1,507,857	1,395,966
34700 Adverstising Commission	37,960	42,000	42,000
34800 Other	37,960	42,000	42,000
35610 Grant In Aid – Federal	0	7,604,650	6,435,110
35700 Grants - State	25,692	74,966	35,500
35500 Other Governmental Reven	25,692	7,679,616	6,470,610
37110 Interest Income	73,571	107,315	110,840
37115 Unrealized G/L	-21,880	0	0
37109 Interest Earnings	51,691	107,315	110,840
37155 Surface Land Rental	1,500	1,500	1,500
37150 Rent	1,500	1,500	1,500
37141 Merchant Service Fees	-66,287	-59,956	-65,000
37410 Miscellaneous Revenue	40,134	117,057	35,000
37451 TSA LEO Reimbursement	109,140	121,740	132,000
37400 Miscellaneous Revenue	82,987	178,841	102,000
39676 Tsf in fr Airport PFC Fu	1,167,175	0	0
39100 Operating Transfers In	1,167,175	0	0
TREVENUE Total Revenues	12,009,278	18,440,787	17,150,085

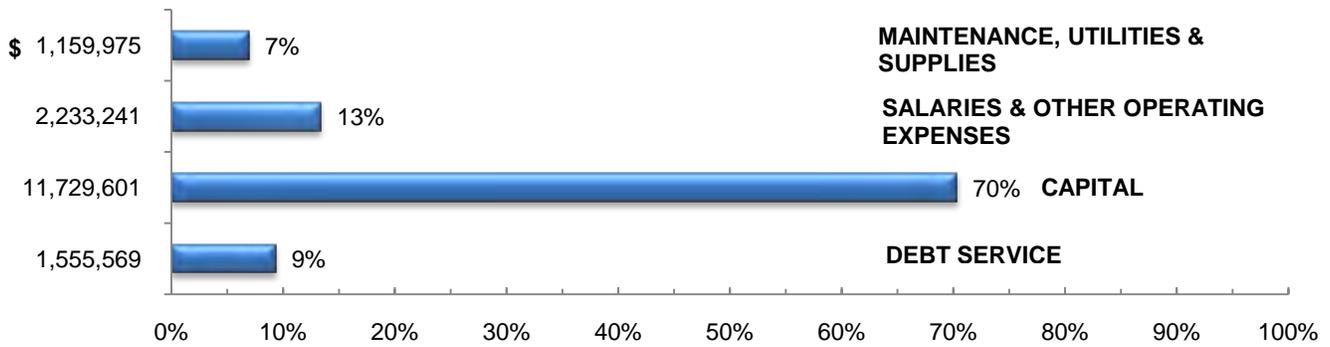
**CITY OF AMARILLO
DRAINAGE UTILITY
2018/2019**

REVENUE



\$16,029,540 TOTAL REVENUE

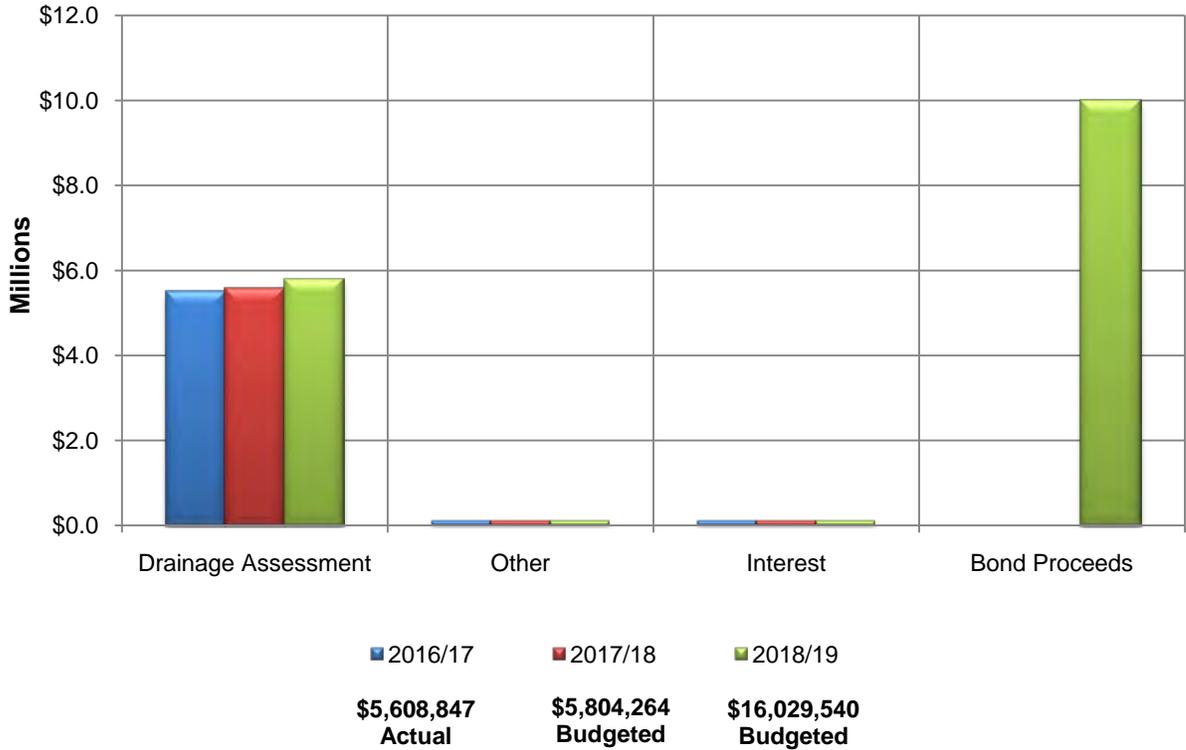
EXPENDITURES



\$16,678,386 TOTAL EXPENDITURES

Drainage Utility Fund recurring revenues are almost entirely composed of \$5.9 million in drainage assessment fees. There are \$10.0 million in bond proceeds that will be used to fund capital projects. Total expenditures do not include non-cash budgeted items such as depreciation.

CITY OF AMARILLO DRAINAGE UTILITY REVENUE SUMMARY



The above graph compares actual 2016/2017 revenues to budgeted 2017/2018 and budgeted 2018/2019 revenues. The Drainage Utility Fund began collecting assessments on October 1, 2012. Drainage assessments account for 36% of the total revenue budgeted in the Drainage Utility Fund for the 2018/2019 fiscal year.

The 2018/2019 budget includes a 4% increase in drainage assessments which will be used to help fund capital improvements to the drainage system. The budget also includes \$10.0 million in bond proceeds that will be used to address capital improvements needs for the drainage system.

City of Amarillo
Revenue
5600Drainage Utility Fund

DESCRIPTION	ACTUAL FY2016	Revised FY2017	Budgeted FY2018
34755 Drainage Assessment	5,452,126	5,608,500	5,832,840
34800 Other	5,452,126	5,608,500	5,832,840
35218 Forfeited Disc.-Drainage	88,359	91,700	91,700
35000 Fines and Forfeitures	88,359	91,700	91,700
35420 Owner Participation	12,444	0	0
35300 Construction Participati	12,444	0	0
37110 Interest Income	71,238	104,064	105,000
37115 Unrealized G/L	-19,806	0	0
37109 Interest Earnings	51,432	104,064	105,000
37410 Miscellaneous Revenue	150	0	0
37465 NBV Asset Disposal	4,336	0	0
37400 Miscellaneous Revenue	4,486	0	0
TREVENUE Total Revenues	5,608,847	5,804,264	6,029,540

CITY OF AMARILLO
SUMMARY OF RESOURCES AND EXPENDITURES
INTERNAL SERVICE FUNDS - FISCAL YEAR 2018/2019

	TOTAL	FLEET SERVICES	INFORMATION TECHNOLOGY	RISK MANAGEMENT	EMPLOYEE INSURANCE
AVAILABLE FUNDS:					
Balance 10/01/17 (See Below) Fiscal Year 2017/2018	18,124,191	8,898,122	1,960,367	2,992,319	4,273,383
<hr/>					
Sales, Receipts & Revenue	54,060,552	16,581,585	6,077,079	6,401,889	25,000,000
Other Sources	0	0	0		
M & O Expenditures	52,442,167	17,064,839	5,552,719	5,959,644	23,864,965
Less: Depreciation	(7,427,588)	(7,207,424)	(220,165)	0	
Capital Expenditures	8,305,333	7,530,034	775,299		
Debt Service	925,000	925,000			
Total Expenditures	54,244,911	18,312,449	6,107,853	5,959,644	23,864,965
<hr/>					
AVAILABLE FUNDS:					
Balance 10/01/18 Fiscal Year 2018/2019	17,939,832	7,167,257	1,929,592	3,434,565	5,408,418
<hr/>					
Sales, Receipts & Revenue	56,115,892	16,729,416	6,374,896	7,155,457	25,856,122
Other Sources	0	0	0		
M & O Expenditures	54,213,793	16,684,605	5,797,045	6,077,607	25,654,537
Less: Depreciation	(7,440,653)	(7,017,827)	(422,826)		
Capital Expenditures	7,750,000	6,850,000	900,000		
Debt Service		464,100			
Total Expenditures	54,987,240	16,980,878	6,274,219	6,077,607	25,654,537
<hr/>					
AVAILABLE FUNDS:					
Balance 10/01/19	19,068,484	6,915,796	2,030,270	4,512,415	5,610,003
<hr/>					
DETAIL OF BALANCES AT 10/01/19					
<hr/>					
Reserves for S/L & A/L Debt Service Reserves	738,900	321,954	374,049	19,827	23,070
Committed for Future Capital/Projects	18,329,583	6,593,842	1,656,220	4,492,588	5,586,933
BALANCE	19,068,484	6,915,796	2,030,270	4,512,415	5,610,003
<hr/>					
Available funds calculation:					
Cash & Investments	39,133,305	11,698,656	3,678,175	15,447,152	8,309,322
(Appreciation) Depreciation in Investments	47,121	12,027	4,970	21,234	8,890
Assets to be converted to Cash	2,714,125	24,334	12,264	1,503,712	1,173,815
Less: Liabilities & Encumbrances	(22,137,835)	(2,589,927)	(349,485)	(13,979,779)	(5,218,644)
Less: Existing Progress Balances	(1,632,525)	(246,968)	(1,385,557)	0	0
Balance 10/01/17	18,124,191	8,898,122	1,960,367	2,992,319	4,273,383

Note: converted to cash includes A/R balances, due froms and prepaids.

City of Amarillo
Revenue
6100Fleet Services Fund

DESCRIPTION	ACTUAL FY2016	Revised FY2017	Budgeted FY2018
34910 Fleet Equipment Rental	16,472,756	16,271,799	16,232,704
34900 Interdepart Rental & Use	16,472,756	16,271,799	16,232,704
37110 Interest Income	98,206	159,916	160,000
37115 Unrealized G/L	-24,006	0	0
37109 Interest Earnings	74,200	159,916	160,000
37130 Discounts Earned	0	0	13
37145 Insurance Recoveries	80,995	112,808	0
37435 Sale of Scrap	7,506	7,028	11,700
37460 Gn/Lss on Prop Disposal	11,213	0	325,000
37465 NBV Asset Disposal	-94,804	0	0
37400 Miscellaneous Revenue	4,910	119,836	336,713
39410 Tsf in fr Solid Waste	0	30,034	0
39420 Tsf In Fr CO Bond Procee	221,560	0	0
39470 Tsf in from Water & Sewe	13,339	0	0
39475 Tsf in from Drainage Uti	121,572	0	0
39530 Tsf In fr Airport	29,755	0	0
39100 Operating Transfers In	386,226	30,034	0
TREVENUE Total Revenues	16,938,092	16,581,585	16,729,416

City of Amarillo
Revenue
6200Information Technology Fund

DESCRIPTION	ACTUAL FY2016	Revised FY2017	Budgeted FY2018
34920 Interdepartmental Charg	5,792,183	6,022,774	6,319,026
34900 Interdepart Rental & Use	5,792,183	6,022,774	6,319,026
37110 Interest Income	24,989	38,434	40,000
37115 Unrealized G/L	-7,606	0	0
37109 Interest Earnings	17,383	38,434	40,000
37465 NBV Asset Disposal	-8,276	0	0
37400 Miscellaneous Revenue	-8,276	0	0
39110 Tsf In fr General Fund	39,178	14,220	14,220
39132 Tsf In fr Housing 2020	1,650	1,650	1,650
39350 Tsf In from Gen Construc	160,000	0	0
39470 Tsf in from Water & Sewe	2,421	0	0
39475 Tsf in from Drainage Uti	386	0	0
39100 Operating Transfers In	203,634	15,870	15,870
TREVENUE Total Revenues	6,004,925	6,077,079	6,374,896

City of Amarillo
Revenue
6300Risk Management Fund

DESCRIPTION	ACTUAL FY2016	Revised FY2017	Budgeted FY2018
37110 Interest Income	124,297	201,189	231,600
37115 Unrealized G/L	-27,040	0	0
37109 Interest Earnings	97,257	201,189	231,600
37310 Self Insurance Premium	3,100,553	3,410,650	4,215,657
37315 W/C Premium City Pay	2,683,669	2,707,789	2,708,000
37199 Administrative Charges	5,784,222	6,118,439	6,923,657
37145 Insurance Recoveries	0	82,261	0
37409 Accident Damage Revenue	40	0	100
37418 Non City Damage Claim	0	0	100
37400 Miscellaneous Revenue	40	82,261	200
TREVENUE Total Revenues	5,881,519	6,401,889	7,155,457

City of Amarillo
Revenue
6400Employee Insurance Fund

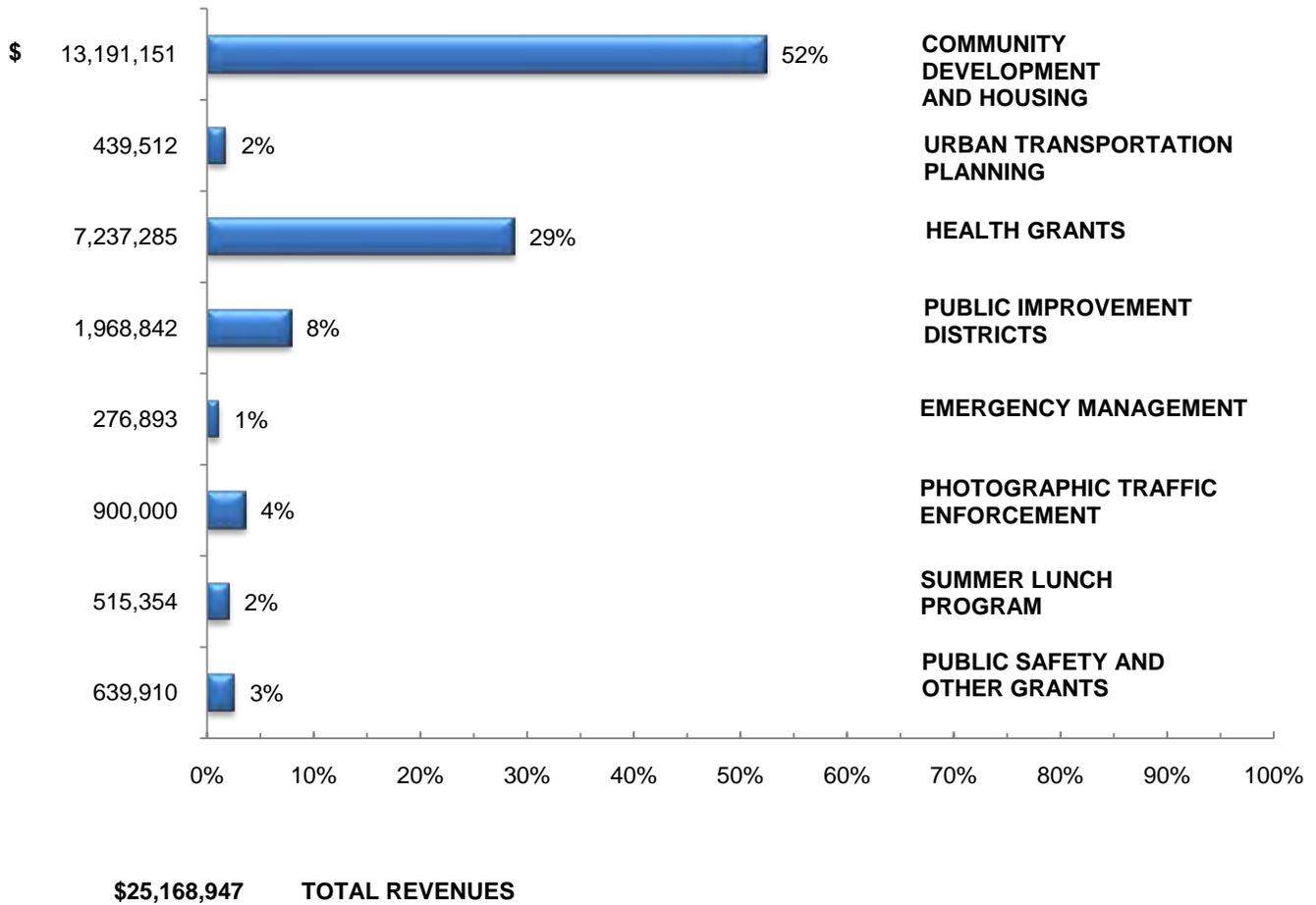
DESCRIPTION	ACTUAL FY2016	Revised FY2017	Budgeted FY2018
34810 Employee Health Ins Pre	3,109,528	3,133,879	3,135,050
34820 Retiree Health Ins Prem	1,372,156	1,382,537	1,396,200
34830 Cobra Health Ins Premiu	27,006	47,147	27,720
34840 Dental Insurance Premiu	1,227,512	1,277,930	1,284,000
34850 City Paid Health Premiu	17,775,968	17,819,685	18,700,544
34865 City Health Stop Loss	0	115,000	0
34870 Claim Refund	205,290	23,339	23,500
34890 Drug Rebate Revenue	623,529	635,000	650,000
34800 Other	24,340,988	24,434,516	25,217,014
37110 Interest Income	45,381	96,223	96,000
37115 Unrealized G/L	-9,497	0	0
37109 Interest Earnings	35,884	96,223	96,000
37140 Returned Check Fees	210	390	300
37400 Miscellaneous Revenue	210	390	300
TREVENUE Total Revenues	24,377,082	24,531,130	25,313,314

City of Amarillo
Revenue
6500Employee Flexible Spnding Fun

DESCRIPTION	ACTUAL FY2016	Revised FY2017	Budgeted FY2018
34875 Day Care Contribuitons	48,412	48,382	52,800
34880 Flex Plan Health	470,262	419,832	490,000
34800 Other	518,674	468,213	542,800
37110 Interest Income	506	657	8
37109 Interest Earnings	506	657	8
TREVENUE Total Revenues	519,180	468,870	542,808

CITY OF AMARILLO SPECIAL REVENUE FUNDS 2018/2019

REVENUES



Most of the City's grant funding is from the Housing and Urban Development Department, which is reflected in our Community Development and Housing Grant (\$13,191,151). Public Safety and Other Grants includes \$318,700 in Police related grants and \$294,900 in Municipal Court related funding. Health Department functions reflect funding in the amount of \$7,237,285 including \$4,755,222 for the Health Department and \$2,482,063 for the WIC grants.

CITY OF AMARILLO
SUMMARY OF RESOURCES AND EXPENDITURES
SPECIAL REVENUE FUNDS - FISCAL YEAR 2018/2019

	Total	Housing Assistance Payments Program	Shelter Plus Care	Supportive Housing	Emergency Shelter	Community Development Block Grant	Home Investment Partnership Program	Affordable Housing	HMIS	Court Technology Fund	Court Security Fund
Balance 10/01/17 (See Below)	7,954,040	571,756	0	0	500	0	27,996	0	0	233,597	51
Fiscal Year 2017/2018											
Sales, Receipts & Revenue	25,016,803	10,352,192	305,000	0	308,381	1,429,164	502,168	0	0	142,600	174,300
M & O Expenditures	22,843,623	10,352,193	305,000	0	308,381	1,391,242	498,963	0	0	98,001	159,717
Capital Expenditures	281,131	0	0	0	0	0	0	0	0	40,692	0
Total Expenditures	23,124,755	10,352,193	305,000	0	308,381	1,391,242	498,963	0	0	138,694	159,717
Balance 10/01/18	9,846,088	571,756	0	0	500	37,922	31,201	0	0	237,503	14,634
Fiscal Year 2018/2019											
Sales, Receipts & Revenue	25,168,947	10,407,617	305,000	0	145,449	1,607,011	726,074	0	0	142,600	152,300
M & O Expenditures	24,150,939	10,405,476	305,000	0	145,449	1,476,542	724,611	0	0	302,640	148,943
Capital Expenditures	30,000	0	0	0	0	0	0	0	0	30,000	0
Total Expenditures	24,180,939	10,405,476	305,000	0	145,449	1,476,542	724,611	0	0	332,640	148,943
Balance 10/01/19	10,834,096	573,896	0	0	500	168,391	32,664	0	0	47,463	17,992

AVAILABLE FUNDS CALCULATION

Cash & Investments	8,502,948	635,421	3,211	3,660	4,167	85,564	26,534	0	0	241,396	6,774
Assets to be converted to Cash	1,098,112	10,275	31,789	0	1,726	82,293	103,767	0	2,877	0	0
Less: Liabilities & Encumbrances	(1,647,020)	(73,940)	(35,000)	(3,660)	(5,393)	(167,857)	(102,305)	0	(2,877)	(7,799)	(6,723)
	0										
Balance 10/01/17	7,954,040	571,756	0	0	500	0	27,996	0	0	233,597	51

* Includes the Justice Assistant Grant and the Selective Traffic Enforcement Program

Hazardous Material Transportation	Urban Transportation Planning	Emergency Management AIP Pantex Project	Emergency Management Homeland Security	Summer Programs	Woman Infants & Children	Public Health	Leose	Police Grants*	APD Seized Property	Photographic Traffic Enforcement	Public Improvement District Summary
66	0	0	884	0	5,412	5,359,916	33,822	52,609	259,816	633,114	774,501
30,214	368,263	215,833	321,493	515,354	2,245,954	4,677,051	24,805	260,812	0	1,363,771	1,779,448
30,280	368,073	192,096	187,595	515,354	2,245,420	3,481,339	19,505	211,168	51,864	1,209,847	1,217,585
0	190	0	133,898	0	0	0	0	42,351	0	64,000	0
30,280	368,263	192,096	321,493	515,354	2,245,420	3,481,339	19,505	253,519	51,864	1,273,847	1,217,585
(0)	(0)	23,737	884	0	5,946	6,555,628	39,122	59,902	207,952	723,038	1,336,364
0	439,512	172,371	104,522	515,354	2,482,063	4,755,222	26,310	318,700	0	900,000	1,964,896
0	439,512	171,048	104,522	515,354	2,483,676	3,760,972	22,500	239,607	90,350	1,171,297	1,640,456
0	0	0	0	0	0	0	0	0	0	0	0
0	439,512	171,048	104,522	515,354	2,483,676	3,760,972	22,500	239,607	90,350	1,171,297	1,640,456
(0)	(1)	25,060	884	0	4,332	7,549,878	42,932	138,995	117,602	451,740	1,660,805
12,179	3,311	518	13,282	0	11,014	5,291,243	33,820	57,366	261,707	1,015,240	796,541
0	115,355	28,856	81	0	427,626	262,123	0	30,243	0	0	1,101
(12,113)	(118,666)	(29,374)	(12,479)	0	(433,228)	(193,450)	2	(35,000)	(1,891)	(382,126)	(23,141)
66	0	0	884	0	5,412	5,359,916	33,822	52,609	259,816	633,114	774,501

City of Amarillo

Revenue Summary

DESCRIPTION	Actual 2016/2017	Revised Estimate 2017/2018	Budgeted 2018/2019
1000 - General Fund			
30200 Ad Valorem Tax Collectio	38,300,967	40,088,622	40,635,969
30400 Gross Receipts Business	24,554,371	25,292,604	26,012,775
30600 Sales Tax	56,360,597	57,843,453	59,233,965
31400 Business License and Per	1,042,724	1,095,890	1,153,000
31900 Non-Business License & P	2,347,499	2,526,755	2,728,750
32800 Other Governmental Reven	4,279,286	4,798,958	5,073,865
33200 General Government	78,228	107,318	115,808
33300 Public Safety and Health	2,745,283	2,832,801	3,016,390
33500 Sanitation	19,671,996	19,793,025	20,634,800
33600 Operating Revenues	188,554	202,162	231,861
33700 Culture and Recreation	4,864,767	6,698,905	6,996,427
34600 Other Building & Ground	50	0	0
34900 Interdepart Rental & Use	0	0	700
35000 Fines and Forfeitures	4,687,447	4,944,581	4,944,500
35300 Construction Participati	0	30,000	325,128
35500 Other Governmental Reven	1,194,801	1,202,536	1,225,303
36500 Chamber Revenues	0	25,000	28,000
37109 Interest Earnings	636,631	901,775	910,751
37150 Rent	4,114,138	4,306,615	4,433,531
37199 Administrative Charges	4,204,997	4,172,223	4,220,002
37400 Miscellaneous Revenue	968,067	726,708	703,948
39100 Operating Transfers In	177,820	979,943	193,515
TREVENUE Total Revenues	170,418,224	178,569,874	182,818,988
2010 - CDBG Fund			
35300 Construction Participati	19,532	0	0
35500 Other Governmental Reven	1,277,982	1,429,137	1,607,011
39100 Operating Transfers In	11,744	27	0
TREVENUE Total Revenues	1,309,258	1,429,164	1,607,011
2020 - Housing			
35000 Fines and Forfeitures	160,173	1,574	0
35500 Other Governmental Reven	9,897,732	10,315,858	10,365,559
37109 Interest Earnings	1,823	1,000	1,000
37400 Miscellaneous Revenue	36,441	33,760	41,058
39100 Operating Transfers In	3,660	0	0
TREVENUE Total Revenues	10,099,829	10,352,192	10,407,617
2030 - Home Investment Partnership			
35500 Other Governmental Reven	936,924	502,168	726,074
TREVENUE Total Revenues	936,924	502,168	726,074
2040 - Shelter Plus Care Fund			
35500 Other Governmental Reven	413,534	305,000	305,000
TREVENUE Total Revenues	413,534	305,000	305,000

City of Amarillo

Revenue Summary

DESCRIPTION	Actual 2016/2017	Revised Estimate 2017/2018	Budgeted 2018/2019
2050 - Supportive Housing Fund			
35500 Other Governmental Reven	3,506	0	0
37400 Miscellaneous Revenue	750	0	0
TREVENUE Total Revenues	4,256	0	0
2060 - Affordable Housing Fund			
33700 Culture and Recreation	1,000	0	0
37109 Interest Earnings	2	0	0
TREVENUE Total Revenues	1,002	0	0
2070 - TX Emergency Solutions Grant			
35500 Other Governmental Reven	143,282	308,381	145,449
TREVENUE Total Revenues	143,282	308,381	145,449
2075 - HMIS			
35500 Other Governmental Reven	32,218	0	0
37400 Miscellaneous Revenue	1,463	0	0
39100 Operating Transfers In	11,499	0	0
TREVENUE Total Revenues	45,181	0	0
2080 - Court Technology Fund			
35000 Fines and Forfeitures	136,493	142,600	142,600
TREVENUE Total Revenues	136,493	142,600	142,600
2090 - Court Security Fund			
35000 Fines and Forfeitures	102,371	107,300	107,300
39100 Operating Transfers In	47,000	67,000	45,000
TREVENUE Total Revenues	149,371	174,300	152,300
2210 - Safe and Sober TXDOT Program			
35500 Other Governmental Reven	160,636	161,199	175,400
39100 Operating Transfers In	66,687	57,262	43,300
TREVENUE Total Revenues	227,324	218,461	218,700
2300 - Summer Lunch Program			
35500 Other Governmental Reven	268,007	515,354	515,354
TREVENUE Total Revenues	268,007	515,354	515,354
2400 - Hazardous Material Transportation			
39100 Operating Transfers In	8,100	30,214	0
TREVENUE Total Revenues	8,100	30,214	0
2420 - Urban Transportation Planning			
35500 Other Governmental Reven	421,653	368,263	439,512
39100 Operating Transfers In	5	0	0
TREVENUE Total Revenues	421,658	368,263	439,512

City of Amarillo

Revenue Summary

DESCRIPTION	Actual 2016/2017	Revised Estimate 2017/2018	Budgeted 2018/2019
2425 Photographic Traffic Enforcement			
35000 Fines and Forfeitures	1,355,619	1,390,602	900,000
37400 Miscellaneous Revenue	-26,831	-26,831	0
TREVENUE Total Revenues	1,328,788	1,363,771	900,000
2430 - Emergency Mgt Service & Equip			
35500 Other Governmental Reven	31,102	310,637	104,522
39100 Operating Transfers In	0	10,856	0
TREVENUE Total Revenues	31,102	321,493	104,522
2450 - Louisiana Refugee Disaster			
35300 Construction Participati	256,719	-67	0
TREVENUE Total Revenues	256,719	-67	0
2500 - Public Health Fund			
35500 Other Governmental Reven	6,751,526	4,555,744	4,579,261
37109 Interest Earnings	0	7,903	0
37400 Miscellaneous Revenue	48,304	113,404	175,961
TREVENUE Total Revenues	6,799,831	4,677,051	4,755,222
2530 - WIC Grant Fund			
35500 Other Governmental Reven	1,454,392	2,245,404	2,482,063
37400 Miscellaneous Revenue	5,541	550	0
TREVENUE Total Revenues	1,459,933	2,245,954	2,482,063
2610 - Justice Assistance Grant			
35500 Other Governmental Reven	105,217	42,351	100,000
TREVENUE Total Revenues	105,217	42,351	100,000
2660 - Leose Traning Program Fund			
35500 Other Governmental Reven	24,803	24,805	24,810
37400 Miscellaneous Revenue	0	0	1,500
TREVENUE Total Revenues	24,803	24,805	26,310
2670 - AIP Pantex Project Fund			
35500 Other Governmental Reven	164,224	215,833	172,371
TREVENUE Total Revenues	164,224	215,833	172,371
2700 - Greenways at Hillside Fund			
30200 Ad Valorem Tax Collectio	556,891	634,885	643,362
37109 Interest Earnings	154	223	112
TREVENUE Total Revenues	557,044	635,108	643,474
2710 - Heritage Hills PID			
30200 Ad Valorem Tax Collectio	0	160,745	160,784
TREVENUE Total Revenues	0	160,745	160,784

City of Amarillo

Revenue Summary

DESCRIPTION	Actual 2016/2017	Revised Estimate 2017/2018	Budgeted 2018/2019
2730 - Colonies			
30200 Ad Valorem Tax Collectio	695,134	988,559	911,889
37109 Interest Earnings	5	7	0
TREVENUE Total Revenues	695,138	988,566	911,889
2740 - Tutbury Public Imprv Dist			
30200 Ad Valorem Tax Collectio	16,296	16,296	16,296
37109 Interest Earnings	0	0	123
TREVENUE Total Revenues	16,296	16,296	16,419
2750 - Point West PID			
30200 Ad Valorem Tax Collectio	52,000	52,000	52,000
TREVENUE Total Revenues	52,000	52,000	52,000
2760 - Quail Creek Public Improv			
30200 Ad Valorem Tax Collectio	10,150	10,150	10,150
37109 Interest Earnings	0	0	12
TREVENUE Total Revenues	10,150	10,150	10,162
2770 - Vineyards PID			
30200 Ad Valorem Tax Collectio	4,350	4,300	7,950
TREVENUE Total Revenues	4,350	4,300	7,950
2780 - Redstone PID			
30200 Ad Valorem Tax Collectio	2,000	318	0
TREVENUE Total Revenues	2,000	318	0
2790 - Town Square PID			
30200 Ad Valorem Tax Collectio	72,710	162,256	166,164
TREVENUE Total Revenues	72,710	162,256	166,164
3100 - Compensated Absences Fund			
37109 Interest Earnings	24,409	29,632	27,600
TREVENUE Total Revenues	24,409	29,632	27,600
3200 - General Obligation Debt			
30200 Ad Valorem Tax Collectio	2,789,544	4,455,425	5,149,795
37109 Interest Earnings	9,753	23,848	27,000
39100 Operating Transfers In	1,554,446	1,940,174	3,419,792
TREVENUE Total Revenues	4,353,743	6,419,447	8,596,587
4000 - Capital Project Funds			
33700 Culture and Recreation	185,353	252,053	263,328
35500 Other Governmental Reven	0	0	563,572
37109 Interest Earnings	341,424	619,619	690,172
37400 Miscellaneous Revenue	1,610	-1,000	0
39100 Operating Transfers In	28,986,205	64,912,653	26,244,749
TREVENUE Total Revenues	29,514,592	65,783,325	27,761,821

City of Amarillo

Revenue Summary

DESCRIPTION	Actual 2016/2017	Revised Estimate 2017/2018	Budgeted 2018/2019
5200 - Water and Sewer System Fund			
31400 Business License and Per	0	0	92,225
34000 Utility Sales & Services	72,443,134	77,177,927	78,633,446
34200 Tap Fees and Frontage Ch	459,948	440,034	458,800
35000 Fines and Forfeitures	1,241,421	1,255,225	1,233,000
35300 Construction Participati	40,569	40,569	68,000
37109 Interest Earnings	394,951	957,938	958,500
37150 Rent	192,160	199,617	198,779
37400 Miscellaneous Revenue	-170,283	-168,020	-177,210
TREVENUE Total Revenues	74,601,899	79,903,289	81,465,540
5400 - Airport Fund			
32800 Other Governmental Reven	0	0	37,500
34300 Airfield Fees and Commis	1,852,137	2,026,052	2,006,656
34400 Terminal Building Area R	7,134,378	6,897,605	6,983,013
34600 Other Building & Ground	1,655,757	1,507,857	1,395,966
34800 Other	37,960	42,000	42,000
35500 Other Governmental Reven	25,692	7,679,616	6,470,610
37109 Interest Earnings	51,691	107,315	110,840
37150 Rent	1,500	1,500	1,500
37400 Miscellaneous Revenue	82,987	178,841	102,000
39100 Operating Transfers In	1,167,175	0	0
TREVENUE Total Revenues	12,009,278	18,440,787	17,150,085
5600 - Drainage Utility Fund			
34800 Other	5,452,126	5,608,500	5,832,840
35000 Fines and Forfeitures	88,359	91,700	91,700
35300 Construction Participati	12,444	0	0
37109 Interest Earnings	51,432	104,064	105,000
37400 Miscellaneous Revenue	4,486	0	0
TREVENUE Total Revenues	5,608,847	5,804,264	6,029,540
6100 - Fleet Services			
34900 Interdepart Rental & Use	16,472,756	16,271,799	16,232,704
37109 Interest Earnings	74,200	159,916	160,000
37400 Miscellaneous Revenue	4,910	119,836	336,713
39100 Operating Transfers In	386,226	30,034	0
TREVENUE Total Revenues	16,938,092	16,581,585	16,729,416
6200 - Information Technology Fund			
34900 Interdepart Rental & Use	5,792,183	6,022,774	6,319,026
37109 Interest Earnings	17,383	38,434	40,000
37400 Miscellaneous Revenue	-8,276	0	0
39100 Operating Transfers In	203,634	15,870	15,870
TREVENUE Total Revenues	6,004,925	6,077,079	6,374,896

City of Amarillo

Revenue Summary

DESCRIPTION	Actual 2016/2017	Revised Estimate 2017/2018	Budgeted 2018/2019
6300 - Risk Management Fund			
37109 Interest Earnings	97,257	201,189	231,600
37199 Administrative Charges	5,784,222	6,118,439	6,923,657
37400 Miscellaneous Revenue	40	82,261	200
TREVENUE Total Revenues	5,881,519	6,401,889	7,155,457
6400 - Employee Insurance Fund			
34800 Other	24,340,988	24,434,516	25,217,014
37109 Interest Earnings	35,884	96,223	96,000
37400 Miscellaneous Revenue	210	390	300
TREVENUE Total Revenues	24,377,082	24,531,130	25,313,314
6500 - Employee Flexible Spending Fund			
34800 Other	518,674	468,213	542,800
37109 Interest Earnings	506	657	8
37400 Miscellaneous Revenue	0	0	0
TREVENUE Total Revenues	519,180	468,870	542,808
			405,135,000
Bond Proceeds			39,093,283
Total Revenue			444,228,283

City of Amarillo

Summary of Expenditures by Activity Classification

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
Public Safety			
1040 Judicial	532,140	540,610	553,142
1232 Emergency Management Serv	423,812	457,195	508,110
1270 AECC	4,344,708	4,565,775	4,704,899
1305 Municipal Court	1,313,098	1,364,429	1,374,996
1610 Police	41,189,285	41,148,001	43,026,669
1640 Civilian Personnel	4,757,258	4,942,102	5,218,525
1670 Tobacco Senat Bill 55	418	0	0
1680 TSU Tobacco Enforcement P	17,400	12,120	0
1710 Animal Management & Welfa	2,751,792	2,760,508	3,048,309
1910 Fire Operations	30,498,969	30,424,803	31,270,906
1930 Fire Marshal	828,240	917,565	953,215
1940 Fire Civilian Personnel	650,872	613,233	603,049
Administration			
1011 Mayor and Council	69,586	82,361	82,701
1020 City Manager	1,185,397	1,177,252	1,310,851
1022 Office of Strategic Initi	138,568	0	0
1023 Office of Public Communic	16,275	286,841	338,681
1030 Tourism & Economic Develo	2,964,077	2,960,642	2,671,948
1210 Legal	1,229,435	1,100,335	1,119,826
1220 City Secretary	423,333	337,441	398,712
Support Services			
1110 Human Resources	913,000	974,643	991,637
1120 Risk Management	300,200	308,049	309,103
1231 Radio Communications	459,552	355,268	713,543
1251 Custodial Services	1,623,115	1,647,390	1,666,784
1252 Facilities Maintenance	2,243,925	2,319,525	2,421,089
1315 Finance	1,010,840	1,105,448	1,118,658
1320 Accounting	1,190,995	1,193,802	1,206,681
1325 Purchasing	569,057	605,990	607,611
1340 Health Plan Administratio	249,301	264,267	247,684
1345 Central Stores	367,608	377,797	361,655
1350 General Fund Transfers	12,146,200	9,512,524	12,786,971
Leisure Services			
1241 Civic Center Administrati	508,634	552,384	568,600
1243 Civic Center Operations	1,915,491	2,058,100	2,122,543
1245 Civic Center Sports	456,357	465,033	508,430
1248 Box Office Operations	334,712	349,258	374,361
1249 Globe News Center	312,116	349,807	392,752
1260 Library	3,979,686	4,065,407	4,161,314
1811 Golf Operations	2,035,095	2,156,498	5,052,459
1812 Comanche Trail	1,500,346	1,519,948	0
1820 Parks & Rec Administratio	482,311	526,328	511,341
1830 Tennis Center	104,653	102,128	107,359
1840 Swimming Pools	402,932	485,950	496,387
1850 Parks & Recreation Progra	532,404	632,025	630,547
1855 Warford Activity Center	0	541,306	493,383
1861 Park Maintenance	7,245,902	7,187,232	7,470,953

City of Amarillo

Summary of Expenditures by Activity Classification

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
1862 Zoo Maintenance	553,942	539,744	560,825
1863 ZooSchool Education Progr	-176	0	0
1870 Athletic Administration	154,819	177,944	158,330
1871 Softball Program	143,466	177,855	174,165
1872 Basketball Program	12,382	16,808	12,813
1873 Track Program	636	0	0
1874 Volleyball Program	98,135	101,502	100,077
1875 Flag Football Program	4	0	0
1876 Baseball	700	1,560	1,560
1880 Senior Services	125,898	249,921	112,108
Transportation			
1420 Street Department	8,601,764	9,748,538	9,758,143
1732 Traffic Field Operation	3,830,786	3,639,983	3,812,300
1761 Transit Fixed Route	2,552,636	3,093,426	2,820,328
1762 Transit Demand Response	1,592,629	1,595,313	1,764,628
1763 Transit Maintenance	571,549	581,115	1,115,212
1764 Transit Administration	0	0	423,153
Utility Services			
1431 Solid Waste Collection	9,870,318	9,744,603	10,310,620
1432 Solid Waste Disposal	4,262,428	4,598,929	4,745,276
Development Services			
1021 Office of Economic Develo	91,306	180,617	0
1410 Public Works	298,527	442,017	463,969
1415 Capital Projects & Develo	993,815	1,284,269	1,121,462
1720 Planning and Development	474,756	689,288	911,052
1731 Traffic Administration	460,874	662,129	682,787
1740 Building Safety	2,768,601	2,950,531	2,854,881
1750 Environmental Health	1,099,517	1,164,986	1,281,055
Health and Human Services			
1335 Vital Statistics	57,026	59,203	60,812
1000 General Fund	172,835,433	175,047,601	185,751,940
2010 CDBG Fund			
Health and Human Services			
20110 Program Management	330,945	297,796	292,287
20115 Code Enforcement	43,224	150,000	239,500
20116 Code Inspector	69,375	72,481	72,821
20125 Rehab Support	167,782	150,437	97,632
20130 Housing Rehab	285,970	350,168	375,000
20135 Park Improvements	192,298	0	0
20140 Public Services	208,729	212,097	238,802
20155 Neighborhood Facilities	15,708	196,000	160,500
2010 CDBG Fund	1,314,031	1,428,979	1,476,542

City of Amarillo

Summary of Expenditures by Activity Classification

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
2020 Housing			
Health and Human Services			
20210 Housing Assistance	927,642	814,960	895,947
20230 Housing Vouchers	8,948,306	7,529,385	9,188,230
20240 SRO Rehab	682	0	0
20250 5 YEAR MAINSTREAM VOUCHE	340,459	321,299	321,299
2020 Housing	10,217,089	8,665,644	10,405,476
2030 Home Investment Partnersh			
Health and Human Services			
20310 Home Administration	57,758	50,117	71,594
20320 Home Projects	887,127	451,051	653,017
2030 Home Investment Partnersh	944,885	501,168	724,611
2040 Shelter Plus Care Fund			
Health and Human Services			
20400 SHELTER PLUS CARE	413,534	305,000	305,000
2040 Shelter Plus Care Fund	413,534	305,000	305,000
2050 Supportive Housing Fund			
Health and Human Services			
20500 SUPPORTIVE HOUSING	5,910	0	0
2050 Supportive Housing Fund	5,910	0	0
2060 Affordable Housing Fund			
Health and Human Services			
20600 AFFORDABLE HOUSING	1,152	0	0
2060 Affordable Housing Fund	1,152	0	0
2070 TX Emergency Solutions Gr			
Health and Human Services			
20700 TX Emergency Solutions G	143,282	143,324	145,449
2070 TX Emergency Solutions Gr	143,282	143,324	145,449
2075 HMIS			
Health and Human Services			
20755 HMIS	45,179	0	0
2075 HMIS	45,179	0	0
2080 Court Technology Fund			
Public Safety			
20800 Court Technology	94,385	134,640	332,640
2080 Court Technology Fund	94,385	134,640	332,640
2090 Court Security Fund			
Public Safety			
20910 Court Security Fund	154,525	137,899	148,943
2090 Court Security Fund	154,525	137,899	148,943

City of Amarillo

Summary of Expenditures by Activity Classification

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
2210 Safe and Sober TXDOT Prog Public Safety			
22150 Safe and Sober TXDOT Pr	214,902	208,000	180,607
22160 Click It or Tickit	12,422	10,700	9,000
2210 Safe and Sober TXDOT Prog	227,324	218,700	189,607
2300 Summer Programs Health and Human Services			
23100 Summer Food Service Prog	294,620	515,354	515,354
2300 Summer Programs	294,620	515,354	515,354
2400 Hazardous Material Transp Public Safety			
24130 OEM Projects	119,204	0	0
2400 Hazardous Material Transp	119,204	0	0
2420 Urban Transportation Plan Development Services			
24200 Urban Transportation Pla	421,658	436,878	439,512
2420 Urban Transportation Plan	421,658	436,878	439,512
2425 Photographic Traffic Enfo Development Services			
24250 Photographic Traffic Enf	1,175,603	1,172,665	1,171,297
2425 Photographic Traffic Enfo	1,175,603	1,172,665	1,171,297
2430 Emergency Mgt Service & E Public Safety			
24380 Homeland Security Grants	15,586	110,791	104,522
24390 SHSP LETPA	15,516	0	0
2430 Emergency Mgt Service & E	31,102	110,791	104,522
2450 Louisiana Refugee Disaste Public Safety			
24510 Louisiana Refugee Disast	176,901	0	0
24520 KDHAP Katrina Dis HAP	38,852	0	0
2450 Louisiana Refugee Disaste	215,753	0	0
2500 Public Health Fund Health and Human Services			
25011 AHD Public Health	955,571	1,176,972	1,294,236
25012 Refugee Health	421,377	540,929	399,102
25013 TDH Immunizations	329,657	356,719	370,066
25014 HIV Prevention	244,513	244,631	257,293
25015 Core Public Health	186,800	186,649	191,489
25016 Hansen's	0	0	21,464
25017 Healthy Texas Babies	0	0	71,567
25020 Bioterrorism Grant	255,315	312,145	309,050
25024 DSRIP IMMUNIZATIONS	384,167	491,728	375,262
25025 DSRIP ARAD	150,000	150,000	150,000
25026 Childhood Obesity Projec	100,000	0	0

City of Amarillo

Summary of Expenditures by Activity Classification

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
25028 CPS/EBOLA	15,859	0	0
25030 Epidemiology	91,036	85,684	86,939
25035 Local Tuberculosis - Fed	75,637	74,139	75,342
25045 Local Tuberculosis - Sta	160,028	193,381	159,164
2500 Public Health Fund	3,369,959	3,812,977	3,760,972
2530 WIC Grant Fund			
Health and Human Services			
25311 WIC Administration	259,186	711,529	607,209
25312 WIC Nutrition Education	410,927	992,406	712,969
25313 WIC Breastfeeding	52,270	118,519	86,322
25314 WIC Client Services	530,035	1,146,072	804,729
25315 WIC Automation JAD	9,161	0	0
25316 WIC Farmers Market	83251	4712	0
25317 WIC Lactation Consultant	20,969	8,615	8,936
25318 WIC Peer Counselor	36,342	132,805	108,686
25319 WIC Vendor Operations	22	0	0
25320 WIC Mentor	0	100,000	50,000
25321 WIC Obesity	29,785	41,006	32,958
25322 WIC R D Grant	12,877	0	71868
25323 WIC Summer Feeding	9,699	12,459	0
2530 WIC Grant Fund	1,454,524	3,268,123	2,483,677
2610 Justice Assistance Grant			
Public Safety			
26110 JAG Traffic Enforcement	52,609	50,000	50,000
2610 Justice Assistance Grant	52,609	50,000	50,000
2620 APD Seized Property Fund			
Public Safety			
26210 Narcotics Unit	41,332	93,553	90,350
2620 APD Seized Property Fund	41,332	93,553	90,350
2660 Leose Training Program Fu			
Public Safety			
26610 Leose Training-Police	21,717	21,000	21,000
26620 Leose Training- Fire Civ	2,000	0	0
Transportation			
26630 Leose Training- Airport	1,696	1,500	1,500
2660 Leose Training Program Fu	25,413	22,500	22,500
2670 AIP Pantex Project Fund			
Public Safety			
26710 AIP Pantex Project Fund	164,224	172,371	171,048
2670 AIP Pantex Project Fund	164,224	172,371	171,048

City of Amarillo

Summary of Expenditures by Activity Classification

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
2700 Greenways at Hillside Fun Public Improvement Districts			
27100 Greenways at Hillside	470,002	563,311	618,125
2700 Greenways at Hillside Fun	470,002	563,311	618,125
2710 Heritage Hills PID Fund Public Improvement Districts			
27110 Heritage Hills PID	0	62,467	63,755
2710 Heritage Hills PID Fund	0	62,467	63,755
2730 Colonies Public Improvement Districts			
27300 Colonies	644,566	872,666	832,168
2730 Colonies	644,566	872,666	832,168
2740 Tutbury Public Imprv Dist Public Improvement Districts			
27400 Tutbury Imprv Dist	10,075	8,899	9,494
2740 Tutbury Public Imprv Dist	10,075	8,899	9,494
2750 Point West PID Public Improvement Districts			
27510 Points West PID	18,066	28,105	26,068
2750 Point West PID	18,066	28,105	26,068
2760 Quail Creek Public Imprv Dist Public Improvement Districts			
27610 Quail Creek PID	7,147	8,450	7,047
2760 Quail Creek Public Improv	7,955	8,450	7,047
2770 Vineyards PID Public Improvement Districts			
27710 Vineyards PID	2,119	3,546	3,738
2770 Vineyards PID	2,119	3,546	3,738
2780 Redstone PID Public Improvement Districts			
27800 Redstone PID	283	318	0
2780 Redstone PID	283	318	0
2790 Town Square PID Public Improvement Districts			
27900 Town Square PID	717	81,348	83,043
2790 Town Square PID	717	81,348	83,043
3000 Debt Service Funds Debt Service			
3100 Compensated Absences Fund	1,382,157	1,969,700	1,666,879
3200 General Obligation Debt	4,165,187	5,700,444	9,174,285
3000 Debt Service Funds	5,547,344	7,670,144	10,841,164

City of Amarillo

Summary of Expenditures by Activity Classification

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
5200 Water and Sewer System Fu			
Utility Services			
52100 Utilities Office	2,526,854	2,956,513	3,003,779
52110 Director of Utilities	371,206	585,851	586,789
52120 Water & Sewer General	1,125,665	1,577,950	1,771,076
52121 Sewer General	5,283,029	3,006,025	3,194,050
52122 Water General	7,986,802	8,937,318	8,923,651
52123 Water & Sewer - Transfer	922,560	36,723,306	34,359,038
52200 Water Production	7,195,260	7,216,730	7,697,677
52210 Water Transmission	4,944,146	5,572,692	6,283,459
52220 Surface Water Treatment	10,717,684	11,019,243	11,118,071
52230 Water Distribution	6,575,457	6,411,767	6,807,226
52240 Waste Water Collection	4,769,839	4,978,545	5,240,560
52260 River Road Water Reclama	3,290,688	3,669,148	3,622,315
52270 Hollywood Road Waste Wat	4,170,299	4,781,467	4,675,621
52281 Laboratory Admin	1,571,630	1,844,481	2,081,565
Development Services			
52115 Capital Projects & Devel	1,120,621	1,540,262	1,303,253
5200 Water and Sewer System Fu	62,571,740	100,821,298	100,668,130
5400 Airport Fund			
Transportation			
54110 Department of Aviation	12,820,245	13,170,225	14,158,559
54120 Airport Transfers	0	9,530,650	7,726,600
54170 Rental Car Facility	852,262	728,671	750,208
5420 Airport PFC fund	1,167,175	0	0
5400 Airport Fund	14,839,682	23,429,546	22,635,367
5600 Drainage Utility Fund			
Utility Services			
56100 Drainage Utility	3,291,673	3,672,838	4,360,873
56200 Drainage Utility Transfe	0	2,425,000	11,729,601
5600 Drainage Utility Fund	3,291,673	6,097,838	16,090,474
6100 Fleet Services Fund			
Support Services			
61110 Fleet Services Operation	8,888,670	9,029,221	9,318,244
61120 Equipment Replacement	12,973,013	14,734,429	14,225,461
6100 Fleet Services Fund	21,861,683	23,763,650	23,543,705
6200 Information Technology Fu			
Support Services			
62010 IT Administration	934,747	771,722	793,206
62021 IT Enterprise Applicatio	1,297,395	1,428,232	1,706,723
62022 IT Support	821,935	633,483	417,619
62023 IT Print Services	144,737	160,000	51,717
62024 IT GIS	167,137	149,632	134,704
62031 IT Public Safety	311,422	321,685	304,729
62032 IT Infrastructure	1,072,634	775,468	1,003,696

City of Amarillo

Summary of Expenditures by Activity Classification

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
62033 IT Telecom	1,151,329	887,600	1,057,007
62040 IT Security Department	427,838	294,359	0
62110 IT Administration	0	0	0
62120 IT Operations	0	0	0
62130 IT Systems	0	0	0
62140 IT Infrastructure & Supp	77,858	0	0
62150 IT Capital	0	1,119,795	1,227,645
62160 IT Public Safety	0	0	0
62170 IT GIS	0	0	0
62180 IT Print Services	0	0	0
62190 Telecommunication	0	0	0
6200 Information Technology Fu	6,407,032	6,541,976	6,697,046
 6300 Risk Management Fund			
Support Services			
63110 Self Insurance General	704,487	579,139	606,092
63115 Unemployment Claims	66,391	75,256	75,656
63120 Fire & Extended Coverage	892,854	722,991	807,237
63125 Workers Compensation	2,684,135	2,496,586	3,027,202
63160 General Liability	605,375	443,238	443,385
63170 Police Professional	188,000	176,155	184,963
63185 Automobile Liability	275,025	394,463	407,742
63190 Auto Physical Damage	484,694	498,620	525,330
63195 City Property	1,043	0	0
6300 Risk Management Fund	5,902,004	5,386,448	6,077,607
 6400 Employee Insurance Fund			
Support Services			
64100 Health Plan	21,165,036	21,353,415	23,246,815
64200 Dental Plan	1,012,670	1,110,665	1,135,546
64300 City Care Clinic	907,506	829,072	714,376
6400 Employee Insurance Fund	23,085,212	23,293,152	25,096,737
 6500 Employee Flexible Spnding			
Support Services			
65100 Employee Flex Plan	567,249	557,800	557,800
6500 Employee Flexible Spnding	567,249	557,800	557,800
			422,140,906
Capital Improvement Programs			28,623,312
Total Expenditures			450,764,218
Depreciation			(27,577,380)
Water and Sewer Debt Service			23,361,906
Airport Principal Debt Service			1,740,000
Drainage Utility Principal Debt Service			812,425
Fleet Services Principal Debt Service			455,000
Interfund Transfers			(69,982,933)
Net Expenditures			379,573,236

City of Amarillo

Summary of Expenditures by Object Classification

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
1000 - General Fund			
41000 Personal Services	118,032,690	122,212,629	128,517,220
51000 Supplies	12,692,132	13,596,135	15,905,009
60000 Contractual Services	28,147,755	28,117,423	28,156,802
70000 Other Charges	7,107,708	7,527,865	7,951,297
78500 Program Expenses	-6,271	0	0
80000 Capital Outlay	127,399	647,750	767,000
SUB_TOTAL Sub Total	166,101,413	172,101,801	181,297,328
90000 Inter Reimbursements	-1,500,644	-1,701,824	-1,947,474
92000 Operating Transfers	8,234,735	4,647,624	6,402,086
TEXPENSES Total Expenses	172,835,505	175,047,601	185,751,940
2010 - CDBG Fund			
41000 Personal Services	384,540	371,037	323,429
51000 Supplies	8,547	12,744	8,506
60000 Contractual Services	773,926	905,000	1,041,624
70000 Other Charges	147,018	140,199	102,984
SUB_TOTAL Sub Total	1,314,031	1,428,980	1,476,542
TEXPENSES Total Expenses	1,314,031	1,428,980	1,476,542
2020 - Housing			
41000 Personal Services	533,034	546,459	595,114
51000 Supplies	34,543	19,260	13,038
60000 Contractual Services	9,347,292	7,886,814	9,546,139
70000 Other Charges	300,269	213,111	251,185
SUB_TOTAL Sub Total	10,215,138	8,665,644	10,405,476
92000 Operating Transfers	1,950	0	0
TEXPENSES Total Expenses	10,217,088	8,665,644	10,405,476
2030 - Home Investment Partnership			
41000 Personal Services	41,092	32,520	50,012
51000 Supplies	1,592	5,000	5,000
60000 Contractual Services	887,127	451,051	653,017
70000 Other Charges	15,075	12,598	16,583
SUB_TOTAL Sub Total	944,885	501,168	724,611
TEXPENSES Total Expenses	944,885	501,168	724,611
2040 - Shelter Plus Care Fund			
60000 Contractual Services	413,534	305,000	305,000
SUB_TOTAL Sub Total	413,534	305,000	305,000
TEXPENSES Total Expenses	413,534	305,000	305,000
2050 - Supportive Housing Fund			
60000 Contractual Services	2,250	0	0
SUB_TOTAL Sub Total	2,250	0	0
92000 Operating Transfers	3,660	0	0
TEXPENSES Total Expenses	5,910	0	0

City of Amarillo

Summary of Expenditures by Object Classification

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
2060 - Affordable Housing			
92000 Operating Transfers	1,152	0	0
TEXPENSES Total Expenses	1,152	0	0
2070 - TX Emergency Solutions Grants			
41000 Personal Services	4,658	4,658	5,090
60000 Contractual Services	138,624	138,666	140,359
SUB_TOTAL Sub Total	143,282	143,324	145,449
TEXPENSES Total Expenses	143,282	143,324	145,449
2075 - HMIS			
41000 Personal Services	11,923	23,825	0
60000 Contractual Services	33,174	28,903	0
70000 Other Charges	82	423	0
SUB_TOTAL Sub Total	45,179	53,150	0
90000 Inter Reimbursements	0	-53,150	0
TEXPENSES Total Expenses	45,179	0	0
2080 - Court Technology Fund			
51000 Supplies	10,179	1,200	204,200
60000 Contractual Services	84,207	98,440	98,440
80000 Capital Outlay	0	35,000	30,000
SUB_TOTAL Sub Total	94,385	134,640	332,640
TEXPENSES Total Expenses	94,385	134,640	332,640
2090 - Court Security Fund			
41000 Personal Services	152,338	134,460	139,211
51000 Supplies	199	1,328	1,440
70000 Other Charges	1,988	2,112	8,292
SUB_TOTAL Sub Total	154,525	137,899	148,943
TEXPENSES Total Expenses	154,525	137,899	148,943
2210 - Safe and Sober TXDOT Program			
41000 Personal Services	226,462	218,700	189,607
70000 Other Charges	861	0	0
SUB_TOTAL Sub Total	227,324	218,700	189,607
TEXPENSES Total Expenses	227,324	218,700	189,607
2300 - Summer Lunch Program			
41000 Personal Services	25,008	46,773	46,773
51000 Supplies	263,583	458,581	458,581
60000 Contractual Services	5,760	7,000	7,000
70000 Other Charges	269	3,000	3,000
SUB_TOTAL Sub Total	294,620	515,354	515,354
TEXPENSES Total Expenses	294,620	515,354	515,354

City of Amarillo

Summary of Expenditures by Object Classification

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
2400 - Hazardous Material Transportation			
41000 Personal Services	117,009	0	0
60000 Contractual Services	785	0	0
70000 Other Charges	1,410	0	0
SUB_TOTAL Sub Total	119,204	0	0
TEXPENSES Total Expenses	119,204	0	0
2420 - Urban Transportation Planning			
41000 Personal Services	312,433	334,329	314,339
51000 Supplies	90	2,000	2,000
60000 Contractual Services	1,429	4,600	4,600
70000 Other Charges	107,705	95,949	118,573
SUB_TOTAL Sub Total	421,658	436,878	439,512
TEXPENSES Total Expenses	421,658	436,878	439,512
2425 - Photographic Traffic Enforcement			
41000 Personal Services	53,780	49,724	105,420
51000 Supplies	129,857	1,100	1,100
60000 Contractual Services	537,182	536,250	536,250
70000 Other Charges	324,901	219,592	227,528
80000 Capital Outlay	0	65,000	0
SUB_TOTAL Sub Total	1,045,721	871,665	870,297
92000 Operating Transfers	129,882	301,000	301,000
TEXPENSES Total Expenses	1,175,603	1,172,665	1,171,297
2430 - Emergency Mgt Service & Equip			
51000 Supplies	15,667	70,303	0
60000 Contractual Services	0	40,488	104,522
80000 Capital Outlay	15,435	0	0
SUB_TOTAL Sub Total	31,102	110,791	104,522
TEXPENSES Total Expenses	31,102	110,791	104,522
2450 - Disaster Assistance			
41000 Personal Services	200,547	0	0
51000 Supplies	15,206	0	0
SUB_TOTAL Sub Total	215,753	0	0
TEXPENSES Total Expenses	215,753	0	0
2500 - Public Health Fund			
41000 Personal Services	1,987,027	2,202,255	2,263,601
51000 Supplies	553,709	730,929	568,844
60000 Contractual Services	419,474	433,102	490,417
70000 Other Charges	409,749	446,691	438,110
SUB_TOTAL Sub Total	3,369,959	3,812,977	3,760,972
TEXPENSES Total Expenses	3,369,959	3,812,977	3,760,972

City of Amarillo

Summary of Expenditures by Object Classification

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
2530 - WIC Grant Fund			
41000 Personal Services	956,338	2,586,019	1,730,855
51000 Supplies	251,814	221,148	301,342
60000 Contractual Services	7,319	164,521	127,920
70000 Other Charges	200,252	296,436	323,560
SUB_TOTAL Sub Total	1,415,724	3,268,123	2,483,676
92000 Operating Transfers	38,798	0	0
TEXPENSES Total Expenses	1,454,522	3,268,123	2,483,676
2610 - Justice Assistance Grant Fund			
70000 Other Charges	52,609	50,000	50,000
SUB_TOTAL Sub Total	52,609	50,000	50,000
TEXPENSES Total Expenses	52,609	50,000	50,000
2620 - APD Seized Property Fund			
51000 Supplies	0	20,903	17,700
60000 Contractual Services	0	10,000	10,000
70000 Other Charges	41,332	62,650	62,650
SUB_TOTAL Sub Total	41,332	93,553	90,350
TEXPENSES Total Expenses	41,332	93,553	90,350
2660 - LEOSE Training Program Fund			
60000 Contractual Services	11,461	1,500	1,500
70000 Other Charges	13,952	21,000	21,000
SUB_TOTAL Sub Total	25,413	22,500	22,500
TEXPENSES Total Expenses	25,413	22,500	22,500
2670 - AIP Pantex Project Fund			
41000 Personal Services	110,792	102,700	93,981
51000 Supplies	3,170	32,732	14,000
60000 Contractual Services	16,271	20,500	33,050
70000 Other Charges	33,991	16,439	30,017
SUB_TOTAL Sub Total	164,224	172,371	171,048
TEXPENSES Total Expenses	164,224	172,371	171,048
2700 - Greenways at Hillside Fund			
51000 Supplies	141,467	162,835	225,529
60000 Contractual Services	182,482	243,643	243,643
70000 Other Charges	7,167	11,516	4,115
SUB_TOTAL Sub Total	331,116	417,994	473,287
92000 Operating Transfers	138,886	145,317	144,838
TEXPENSES Total Expenses	470,002	563,311	618,125

City of Amarillo

Summary of Expenditures by Object Classification

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
2710 - Heritage Hills Public Imprv District			
51000 Supplies	0	37,603	38,891
60000 Contractual Services	0	24,809	24,809
70000 Other Charges	0	55	55
SUB_TOTAL Sub Total	0	62,467	63,755
TEXPENSES Total Expenses	0	62,467	63,755
2730 - Colonies			
51000 Supplies	182,575	204,089	188,934
60000 Contractual Services	188,062	168,134	168,134
70000 Other Charges	7,044	10,970	4,896
SUB_TOTAL Sub Total	377,680	383,193	361,964
92000 Operating Transfers	266,886	489,473	470,204
TEXPENSES Total Expenses	644,566	872,666	832,168
2740 - Tutbury Public Imprv District			
51000 Supplies	2,147	2,108	3,051
60000 Contractual Services	7,628	6,318	6,318
70000 Other Charges	300	473	125
SUB_TOTAL Sub Total	10,075	8,899	9,494
TEXPENSES Total Expenses	10,075	8,899	9,494
2750 - Point West Public Imprv District			
51000 Supplies	7,159	9,268	8,290
60000 Contractual Services	10,299	17,556	17,556
70000 Other Charges	608	1,281	222
SUB_TOTAL Sub Total	18,066	28,105	26,068
TEXPENSES Total Expenses	18,066	28,105	26,068
2760 - Quail Creek Public Imprv District			
51000 Supplies	2,761	4,361	3,103
60000 Contractual Services	4,151	3,855	3,855
70000 Other Charges	234	234	89
SUB_TOTAL Sub Total	7,147	8,450	7,047
TEXPENSES Total Expenses	7,147	8,450	7,047
2770 - Vineyards Public Imprv District			
51000 Supplies	546	728	961
60000 Contractual Services	1,505	2,733	2,733
70000 Other Charges	69	85	44
SUB_TOTAL Sub Total	2,119	3,546	3,738
TEXPENSES Total Expenses	2,119	3,546	3,738
2780 - Redstone Public Imprv District			
60000 Contractual Services	266	308	0
70000 Other Charges	17	10	0
SUB_TOTAL Sub Total	283	318	0
TEXPENSES Total Expenses	283	318	0

City of Amarillo

Summary of Expenditures by Object Classification

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
2790 - Town Square Public Imprv District			
51000 Supplies	0	49,206	50,892
60000 Contractual Services	663	32,142	32,142
70000 Other Charges	54	0	9
SUB_TOTAL Sub Total	717	81,348	83,043
TEXPENSES Total Expenses	717	81,348	83,043
3100 - Compensated Absences Fund			
41000 Personal Services	1,204,484	1,700,700	1,433,879
70000 Other Charges	169,573	269,000	233,000
SUB_TOTAL Sub Total	1,374,057	1,969,700	1,666,879
92000 Operating Transfers	8,100	0	0
TEXPENSES Total Expenses	1,382,157	1,969,700	1,666,879
3200 - General Obligation Debt			
89000 Debt Service	4,165,187	5,700,444	9,174,285
SUB_TOTAL Sub Total	4,165,187	5,700,444	9,174,285
TEXPENSES Total Expenses	4,165,187	5,700,444	9,174,285
4000 - Capital Projects			
80000 Capital Outlay	0	31,607,501	25,803,408
SUB_TOTAL Sub Total	0	31,607,501	25,803,408
90000 Inter Reimbursements	74,822	0	0
92000 Operating Transfers	10,496,767	966,124	2,819,904
93000 Fixed Asset Transfers	24,252,123	0	0
TEXPENSES Total Expenses	34,823,712	32,573,625	28,623,312
5200 - Water and Sewer System Fund			
41000 Personal Services	14,467,893	15,397,644	15,445,513
51000 Supplies	5,969,486	7,315,562	7,868,243
60000 Contractual Services	5,063,459	6,602,737	6,801,244
70000 Other Charges	31,827,578	32,272,068	34,271,025
80000 Capital Outlay	597,430	36,996,906	34,379,538
89000 Debt Service	4,905,956	3,125,230	2,788,616
SUB_TOTAL Sub Total	62,831,803	101,710,148	101,554,179
90000 Inter Reimbursements	-1,182,621	-888,850	-886,049
92000 Operating Transfers	922,560	0	0
TEXPENSES Total Expenses	62,571,742	100,821,298	100,668,130
5400 - Airport Fund			
41000 Personal Services	3,374,749	3,489,288	3,491,910
51000 Supplies	1,073,980	1,180,774	1,220,872
60000 Contractual Services	1,316,838	1,152,219	1,843,129
70000 Other Charges	7,828,001	7,859,315	8,220,431
80000 Capital Outlay	49,273	9,530,650	7,726,600
89000 Debt Service	647	217,300	132,425
SUB_TOTAL Sub Total	13,643,489	23,429,546	22,635,368
90000 Inter Reimbursements	-738	0	0
92000 Operating Transfers	1,196,930	0	0
TEXPENSES Total Expenses	14,839,682	23,429,546	22,635,368

City of Amarillo

Summary of Expenditures by Object Classification

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
5600 - Drainage Utility Fund			
41000 Personal Services	1,309,767	1,691,310	1,795,128
51000 Supplies	185,836	194,605	226,275
60000 Contractual Services	957,724	965,257	933,700
70000 Other Charges	553,149	617,022	709,575
80000 Capital Outlay	0	2,425,000	11,729,601
89000 Debt Service	40,240	254,644	744,644
SUB_TOTAL Sub Total	3,046,715	6,147,838	16,138,924
90000 Inter Reimbursements	0	-50,000	-50,000
92000 Operating Transfers	244,958	0	1,550
TEXPENSES Total Expenses	3,291,673	6,097,838	16,090,474
6100 - Fleet Services Fund			
41000 Personal Services	2,669,768	3,013,603	3,038,685
51000 Supplies	6,174,323	6,146,233	6,235,536
60000 Contractual Services	245,877	504,002	764,002
70000 Other Charges	7,915,096	8,054,274	8,124,882
80000 Capital Outlay	6,160,465	7,500,000	6,850,000
89000 Debt Service	20,306	25,538	10,600
SUB_TOTAL Sub Total	23,185,834	25,243,650	25,023,705
90000 Inter Reimbursements	-1,324,151	-1,480,000	-1,480,000
TEXPENSES Total Expenses	21,861,683	23,763,650	23,543,705
6200 - Information Technology Fund			
41000 Personal Services	3,518,592	2,557,660	2,633,688
51000 Supplies	93,883	272,442	114,500
60000 Contractual Services	2,172,765	2,405,839	2,473,839
70000 Other Charges	525,506	646,935	685,918
80000 Capital Outlay	96,287	770,000	900,000
SUB_TOTAL Sub Total	6,407,032	6,652,876	6,807,945
90000 Inter Reimbursements	0	-110,900	-110,900
TEXPENSES Total Expenses	6,407,032	6,541,976	6,697,045
6300 - Risk Management Fund			
41000 Personal Services	124,898	102,161	102,538
51000 Supplies	701,106	665,486	696,486
60000 Contractual Services	152,149	237,825	263,280
70000 Other Charges	4,923,851	4,380,976	5,015,304
SUB_TOTAL Sub Total	5,902,004	5,386,448	6,077,607
TEXPENSES Total Expenses	5,902,004	5,386,448	6,077,607
6400 - Employee Insurance Fund			
41000 Personal Services	387,488	307,169	385,647
51000 Supplies	98,458	94,700	51,534
60000 Contractual Services	2,144,280	2,178,811	2,058,818
70000 Other Charges	20,454,986	20,712,471	22,600,738
SUB_TOTAL Sub Total	23,085,212	23,293,152	25,096,737
TEXPENSES Total Expenses	23,085,212	23,293,152	25,096,737

City of Amarillo

Summary of Expenditures by Object Classification

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
6500 - Employee Flexible Spending Fund			
60000 Contractual Services	10,301	15,000	15,000
70000 Other Charges	556,948	542,800	542,800
SUB_TOTAL Sub Total	567,249	557,800	557,800
TEXPENSES Total Expenses	567,249	557,800	557,800
Total Expenditures			450,764,218
Reconciliation to Summary of Resources and Expenditures			450,764,218
Depreciation			(27,577,380)
Water and Sewer Debt Service			23,361,906
Airport Principal Debt Service			1,740,000
Drainage Utility Principal Debt Service			812,425
Fleet Services Principal Debt Service			455,000
Interfund Transfers			(69,982,933)
Net Expenditures			379,573,236

CITY OF AMARILLO

RELATIONSHIP BETWEEN CITY ORGANIZATION, BUDGET, AND FUND STRUCTURE

USE OF FUNDS BY DIVISION					
DIVISION	FUND				SECTION IN BUDGET
	GENERAL	ENTERPRISE	INTERNAL SERVICE	SPECIAL REVENUE	
ACCOUNTING	X				SS
AECC	X				PS
AIRPORT		X		X	TR
ANIMAL MGMT AND WELFARE	X				PS
ATHLETICS	X				LS
BENEFITS	X		X		SS
BUILDING SAFETY	X				DS
CAPITAL PROJECTS DEVELOPMENT AND ENGINEERING	X	X			DS
CENTRAL STORES	X				SS
CITY ATTORNEY	X				AD
CITY MANAGER	X				AD
CITY SECRETARY	X				AD
CIVIC CENTER	X				LS
COMMUNITY DEVELOPMENT				X	HH
DIRECTOR OF UTILITIES		X			UT
DRAINAGE UTILITY		X			UT
EMERGENCY MANAGEMENT	X			X	PS
ENVIRONMENTAL HEALTH	X				DS
FACILITIES	X				SS
FINANCE	X				SS
FIRE	X			X	PS
FLEET SERVICES			X		SS
GF TRANSFERS	X				SS
GOLF COURSES	X				LS
HUMAN RESOURCES	X				SS
INFORMATION TECHNOLOGY			X		SS
JUDICIAL	X			X	PS
LABORATORY ADMINISTRATION		X			UT
LIBRARY	X				LS
MAYOR AND COUNCIL	X				AD
MUNICIPAL COURT	X			X	PS
PARK MAINTENANCE	X				LS
PARKS AND REC ADMIN	X				LS
PARKS AND RECREATION	X				LS
PLANNING AND DEVELOPMENT SERVICES	X			X	DS
POLICE	X			X	PS

SECTIONS:

- PS - PUBLIC SAFETY
- AD - ADMINISTRATION
- SS - SUPPORT SERVICES
- LS - LEISURE SERVICES
- TR - TRANSPORTATION
- UT - UTILITY SERVICES
- DS - DEVELOPMENT SERVICES
- HH - HEALTH AND HUMAN SERVICES
- PD - PUBLIC IMPROVEMENT DISTRICTS

CITY OF AMARILLO

RELATIONSHIP BETWEEN CITY ORGANIZATION, BUDGET, AND FUND STRUCTURE (CONTINUED)

USE OF FUNDS BY DIVISION					
DIVISION	FUND				SECTION IN BUDGET
	GENERAL	ENTERPRISE	INTERNAL SERVICE	SPECIAL REVENUE	
PUBLIC COMMUNICATIONS	X				AD
PUBLIC HEALTH				X	HH
PUBLIC IMPROV DISTRICTS				X	PD
PUBLIC WORKS	X				DS
PURCHASING	X				SS
RADIO COMMUNICATIONS	X				SS
RISK MANAGEMENT	X		X		SS
SOLID WASTE COLLECTION	X				UT
SOLID WASTE DISPOSAL	X				UT
STREET	X				TR
TRAFFIC ENGINEERING	X			X	DS
TRAFFIC FIELD	X				TR
TRANSIT	X				TR
UTILITY BILLING		X			UT
VITAL STATISTICS	X				HH
WASTEWATER COLLECTION		X			UT
WASTEWATER TREATMENT		X			UT
WATER DISTRIBUTION		X			UT
WATER PRODUCTION		X			UT
WOMEN, INFANTS AND CHILDREN				X	HH
ZOO	X				LS

SECTIONS:

- PS - PUBLIC SAFETY
- AD - ADMINISTRATION
- SS - SUPPORT SERVICES
- LS - LEISURE SERVICES
- TR - TRANSPORTATION
- UT - UTILITY SERVICES
- DS - DEVELOPMENT SERVICES
- HH - HEALTH AND HUMAN SERVICES
- PD - PUBLIC IMPROVEMENT DISTRICTS



CITY OF AMARILLO
SUMMARY OF EXPENDITURES BY ACTIVITY CLASSIFICATION

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
Public Safety			
1040 Judicial	532,140	540,610	553,142
1232 Emergency Management Serv	423,812	457,195	508,110
1270 AECC	4,344,708	4,565,775	4,704,899
1305 Municipal Court	1,313,098	1,364,429	1,374,996
1610 Police	41,189,285	41,148,001	43,026,669
1640 Civilian Personnel	4,757,258	4,942,102	5,218,525
1670 Tobacco Senat Bill 55	418	0	0
1680 TSU Tobacco Enforcement P	17,400	12,120	0
1710 Animal Management & Welfa	2,751,792	2,760,508	3,048,309
1910 Fire Operations	30,498,969	30,424,803	31,270,906
1930 Fire Marshal	828,240	917,565	953,215
1940 Fire Civilian Personnel	650,872	613,233	603,049
1000 General Fund	87,307,992	87,746,341	91,261,820
2080 Court Technology Fund			
Public Safety			
20800 Court Technology	94,385	134,640	332,640
2080 Court Technology Fund	94,385	134,640	332,640
2090 Court Security Fund			
Public Safety			
20910 Court Security Fund	154,525	137,899	148,943
2090 Court Security Fund	154,525	137,899	148,943
2210 Safe and Sober TXDOT Prog			
Public Safety			
22150 Safe and Sober TXDOT Pr	214,902	208,000	180,607
22160 Click It or Tickit	12,422	10,700	9,000
2210 Safe and Sober TXDOT Prog	227,324	218,700	189,607
2400 Hazardous Material Transp			
Public Safety			
24130 OEM Projects	119,204	0	0
2400 Hazardous Material Transp	119,204	0	0
2430 Emergency Mgt Service & E			
Public Safety			
24380 Homeland Security Grants	15,586	110,791	104,522
24390 SHSP LETPA	15,516	0	0
2430 Emergency Mgt Service & E	31,102	110,791	104,522
2450 Louisiana Refugee Disaste			
Public Safety			
24510 Louisiana Refugee Disast	176,901	0	0
24520 KDHAP Katrina Dis HAP	38,852	0	0
2450 Louisiana Refugee Disaste	215,753	0	0
2610 Justice Assistance Grant			
Public Safety			
26110 JAG Traffic Enforcement	52,609	50,000	50,000
2610 Justice Assistance Grant	52,609	50,000	50,000

**CITY OF AMARILLO
SUMMARY OF EXPENDITURES BY ACTIVITY CLASSIFICATION**

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
2620 APD Seized Property Fund			
Public Safety			
26210 Narcotics Unit	41,332	93,553	90,350
2620 APD Seized Property Fund	41,332	93,553	90,350
26620 Leose Training- Fire Civ			
Public Safety			
26610 Leose Training-Police	21,717	21,000	21,000
26620 Leose Training- Fire Civ	2,000	0	0
2660 Leose Training Program Fu	23,717	21,000	21,000
2670 AIP Pantex Project Fund			
Public Safety			
26710 AIP Pantex Project Fund	164,224	172,371	171,048
2670 AIP Pantex Project Fund	164,224	172,371	171,048
Public Safety Total Expenditures	88,432,167	88,685,295	92,369,930



(1610, 1640, 1670, 1680, 22150, 22160, 2610, 2620, 26610)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 38,990,632	\$ 39,341,071	\$ 41,055,656
Supplies	1,403,610	1,370,883	1,711,189
Contractual Services	5,214,254	5,084,934	5,135,378
Other Charges	676,232	688,588	693,928
Capital Outlay	63,282	-	-
Inter Reimbursements	(40,667)	-	-
Total Expenses	\$ 46,307,343	\$ 46,485,476	\$ 48,596,151

Mission

The mission of the Amarillo Police department is to provide excellent public service and law enforcement to the community, with the goal of keeping Amarillo a safe place to live, work, and play. The department shall provide this service by utilizing best practices in law enforcement, continuous improvement in leadership and professionalism, and partnership with the community.

Strategic Approach

The City of Amarillo Police Department provides a full array of law enforcement services. The department engages in strategic planning to ensure alignment with the City's values, goals, and objectives. The department adheres to the Texas Police Chiefs' Association Best Practices to ensure police services are provided to community in an efficient and effective manner, and that individuals rights are protected. The Police Department's community policing and engagement initiatives provide valuable feedback for strategic planning. The Police Department tracks a variety of performance indicators for specific units as outlined below. However, the primary performance measures monitored for strategic planning purposes are:

- Crime Rate – As measured by the FBI Uniform Crime Report.
- Traffic Safety – As measured by traffic crashes reported to the Police Department.
- Response Times – As measured by the mean response times to calls for service in the Computer Aided Dispatch (CAD) System.
- Quality of Service – As measured by an Annual Community Survey

The Amarillo Police Department provides police services within a community of approximately 201,291 people covering about 101 square miles and almost 1,000 miles of roadway. The department is authorized 371 commissioned law enforcement officers, and budgeted to employ 371 officers. Current staffing is 333 officers. There are 66 full-time and three part-time civilian personnel.

The department is divided into two major bureaus: Line Operations and Staff Services. Both bureaus are commanded by an Assistant Chief who holds the rank of Colonel. Line Operations includes Uniform Division and Detectives Division, while Staff Operations includes Service Division, Training and Personnel Division, Crime Prevention Unit, and Amarillo Emergency Communications Center (AECC) operations, Crime Analysis Unit, and Budget Management.

The operations and administration of the Amarillo Police Department impacts the citizens of Amarillo by delivering quality police services in the most cost-effective way. All programs and services provided by the Police Department support the Blue Print for Amarillo, Public Safety Pillar.

Programs

Police Department Administration/Support 2018/19 Budget — \$906,350

The Police Department Administration is tasked with the overall management, policy development, and budget administration. Police Administration engages in strategic planning for the department, coordination of efforts with other City departments, other criminal justice agencies, and the community to enhance public safety. This program is responsible for managing the Texas Police Chiefs' Best Practices Program. Establishing partnerships community organizations and participating in community events is also an important responsibility for Police Administration. These organizations and events include: National Night Out, Community Alliance of Leaders in Law Enforcement, Barrio Group, Urban Project, St. John's Baptist Church, Discovery Center, Power Church, N.A.A.C.P., United Way Day of Caring, Big Brothers Big Sisters, and others throughout the year. Police Administration is also responsible for monitoring and disseminating the department's primary performance measures.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total Crashes	5,595	5,175*	4,989*
Total Fatality Crashes	26	22**	20**
Total DWI Crashes	243	238 ¹	251 ¹
Overall Crime Rate (Uniform Crime Report, per 100,000 population)	+3.6%	-3%	-10%
Quality of Service	N/A	60.29%	>70% Above Average or Excellent
Average response time to priority calls	8.15 Minutes	8.50 Minutes	8.00 Minutes
Average response time to non-priority calls	13.73 Minutes	12.5 Minutes	11.75 Minutes

*Projections based on current five-year rolling average data

**Projections based on current FY trend

¹Projections based on current four-year rolling average

Police Investigations
2018/19 Budget — \$9,831,055

Police Investigations is responsible for follow-up investigations of all police reports, the identification of offenders, case preparation for prosecution, and the recovery of stolen property.

The Crime Scene Investigation Unit responds to the scene of major crimes and collects physical, latent, and electronic evidence. This program also processes some evidence in the lab, primarily for fingerprint evidence, and prepares evidence for lab submission.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	FY 2018/19 Projected
Cases Presented for Prosecution	11,682	12,000	12,400
Amount of All Other Stolen Property Recovered	\$667,749	\$675,000	\$680,000
Amount of Stolen Motor Vehicles Recovered (914 recovered @ average \$5,816 each)	\$ 6,130,392	\$ 6,200,000	\$6,300,000
Violent Crimes (per 1,000 population)*	7.6	7.4	7.2
Property Crimes (per 1,000 population)*	43.4	41.0	39.0
Clearance Rates (Violent)*	39.7%	41.0%	42.0%
Clearance Rates (Property)*	15.4%	17.0%	19.0%

* Data not available on a fiscal basis – numbers provided represent a calendar year.

Police Uniform Patrol
2018/19 Budget — \$21,665,888

Uniform Patrol increases the safety of Amarillo citizens through marked and unmarked patrol and response to calls using the Texas Police Chiefs Association (TPCA) Best Practices standards. Officers are staffed 24 hours a day to meet the needs of the community. Officers respond to calls for service, investigate crimes and collect evidence, serve arrest warrants, gather criminal intelligence, enforce traffic laws.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	FY 2018/19 Projected
Average Response Time to Priority Calls	8.15 Minutes	8.50 Minutes	8.00 Minutes
Average Response Time to Non Priority Calls	13.73 Minutes	12.50 Minutes	11.75 Minutes
Respond to Emergency Calls within 10 Minutes	80%	82%	84%
Respond to Non-Emergency Calls within 20 Minutes	85%	88%	90%

Police Canine
2018/19 Budget — \$539,469

The Police Canine program uses police dogs to search buildings for suspects, track fleeing suspects, conduct narcotic searches, assist Uniform Patrol in service delivery, and provide educational programs to the public. In each search instance below, the canine performs an added function that a police officer cannot do (searching by smell).

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	FY 2018/19 Projected
Number of Searches Using Police Dogs	884	900	900
Cases Resolved Involving the Use of Police Dogs (Arrests)	119	120	120
Number of Community Presentations	37	40	40

Police Motorcycle Patrol and Parking Enforcement
2018/19 Budget — \$1,812,991

Police Motorcycle Patrol is responsible for traffic law enforcement and special events traffic planning. This program coordinates state grants for DWI, Selective Traffic Enforcement Program, and Click It or Ticket.

The Parking Enforcement program is staffed by a civilian parking enforcement officer assigned to patrol primarily the downtown Amarillo area and enforce parking regulations. APD supplements its parking enforcement operations with the use of the Handicap Enforcement Patrol program, which is comprised of volunteers from the community who patrol parking areas and enforce violations of parking in handicapped parking zones. The volunteers write citations, testify in court, and educate people on the correct display of parking placards.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	FY 2018/19 Projected
Number of Parking Enforcement Contacts by Parking Enforcement Officer	178	0*	500
Number of Parking Enforcement Contacts by Handicap Enforcement Patrol	1,350	1,200	1,300
Number of Traffic Warnings and Citations	36,275	36,000	36,000
Number of Traffic Plans Submitted	95	100	120

**Parking Enforcement Officer is out on extended medical leave*

**Police Uniform Specialized Unit
2018/19 Budget — \$2,924,317**

PACE Unit

The Proactive Criminal Enforcement Unit (PACE) is dedicated to working in partnership with other law enforcement agencies and divisions within the department to solve or reduce problems that affect the quality of life in the Amarillo community. This is accomplished by supporting the Uniform Patrol and Investigation programs by concentrating activities on known criminals who are responsible for crime trends and are currently under investigation. In an effort to prevent crime and provide a better quality of life in our community, PACE officers also undertake various problem-solving endeavors that may reach outside the traditional law enforcement function.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	FY 2018/19 Projected
Citizen Complaints Investigated	131	150	150
Arrests	398	400	400
Proactive Contacts (Knock and Talk)	479	450	450
Stolen Autos Recovered	29	25	25
Stolen Firearms Recovered	51	40	40
Warrants Served	505	500	500

Neighborhood Police Unit

Neighborhood Police Officers (NPO) are assigned to a neighborhood on a semi-permanent basis and strive to become familiar with community members in their assigned area. They provide residents with a central source of assistance for both law enforcement and non-law enforcement-type problems. It is the goal of the NPO unit to form a partnership with the residents of the community in order to reduce crime and fear of crime as well as to enhance quality of life in the community. Officers assigned to the NPO Unit receive specialized training, equipment (bicycles), and scheduling flexibility to fulfill this goal and are encouraged to be innovative and proactive in problem-solving and crime prevention. NPO's work closely with other City departments, such as Building Safety and Fire Prevention, to provide a combined effort of evaluation and enforcement of quality of life issues.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	FY 2018/19 Projected
Citizen Complaints Investigated	35	125	150
Arrests	226	200	200
Community Meetings and Events	17	30	40
School Presentations	4	5	10

Police School Liaison

2018/19 Budget — \$1,510,952

The Police School Liaison program is responsible for the security of students, teachers, administrators, and other employees of public schools within Amarillo city limits. Liaison officers also provide

educational programs designed to enhance safety at assigned schools, along with improving police community relations for students and the public in general.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	FY 2018/19 Projected
Educational Programs Conducted	189	205	205
Police Reports Made on School Campuses	630	650	650
Complaints Investigated; No Report	6,600	6,700	6,700

**Police Student Crime Stoppers
2018/19 Budget — \$107,455**

The Police Student Crime Stoppers program collects tips on school and other crimes reported by students. It provides educational programs designed to keep students from becoming involved in illegal or dangerous activities.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	FY 2018/19 Projected
Number of Tips Received	160	180	180
Cases Resolved by Tips	75	85	85
Educational Programs Conducted	45	50	50

**Police Records Management
2018/19 Budget — \$4,100,841**

Police Records Management personnel provide essential support for the everyday operation of the department. Responsibilities include enforcement of the City’s alarm ordinance and wrecker service compliance.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	FY 2018/19 Projected
Property and Evidence Items Processed	22,027	24,297	25,847
Visual, Estimated Wrecker Inspections*	6	6	6
Reports Typed by Typist	42,276	42,699	43,561
Open Records Requests Processed	3,166	3,801	4,225

*Texas Department of License and Regulations regulate wrecker services.

**Police Training/Recruiting
2018/19 Budget — \$1,466,163**

The Police Training program is responsible for all department training, police academy, shooting complex, quartermaster supply, personnel files. This program is also responsible for coordinating the department’s recruitment efforts and hiring process.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	FY 2018/19 Projected
Number of Applicants	680	350	350
Training Hours Provided	45,815 ¹	46,400 ²	47,400
Shooting Complex Customers	8,744	8,800	8,850
Recruits Trained	21	20	25

¹2017 calendar year

²2018 calendar year

**Police SWAT/Narcotics Unit
2018/19 Budget — \$2,866,642**

The Narcotics Unit is responsible for investigating the possession, sale, and distribution of illegal narcotics. Narcotic officers also investigate prostitution, gambling, and organized criminal activity. In addition to assisting the Narcotics Unit, the SWAT Team responds to high-risk incidents that require specialized tactical responses and equipment, including barricaded subjects, hostage situations, and high-risk search warrants or arrest warrants. They also assist state and federal law enforcement agencies with protection of high ranking officials and VIPs visiting Amarillo.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	FY 2018/19 Projected
Narcotics Investigation Arrests	1,560	1,600	1,650
Amount of Illegal Drugs Seized	342 lbs	250 lbs	250 lbs
Barricade Situations Responded To	21	20	24
High-Risk Warrants Served	15	15	15

**Police Fleet Management
2018/19 Budget — \$432,014**

The Police Fleet Management department is responsible for a fleet of 231 vehicles, 16 trailers, and supporting equipment. Other responsibilities include ensuring physical inventory of police department assets annually and recommending equipment for vehicles while managing the rotation of fleet vehicles and ordering the vehicle equipment. Management of the Media/Technology Lab is another role of this department. Media/Technology provides technical support for fleet camera systems and electronic ticket writers. The Fleet Management staff troubleshoots vehicle electronic devices and assists investigations by processing audio and video devices to assist with investigations in support of the Detective Division.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	FY 2018/19 Projected
Average Percent of Vehicles in Service	94%	94%	97%
Patrol	91%	90%	90%
Detective/Admin/Specialized Units	97%	98%	98%

Preventative Maintenance Performed Timely	100%	100%	100%
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Police Crime Prevention Unit 2018/19 Budget — \$432,014

The Crime Prevention Unit is responsible for providing programs to the public, media relations, public information, community relations, and community contact point. The Amarillo Crime Stoppers program coordinator is part of the Crime Prevention Unit.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	FY 2018/19 Projected
Programs Provided	140	140	140
Media Releases Provided	500	500	500
Community Contacts Made	75	85	85
Crime Stopper Tips Leading to an Arrest	80	80	80
Amount of Stolen Property Recovered by Crime Stoppers	\$35,000	\$35,000	\$35,000
Rewards Paid Out by Crime Stoppers	\$10,000	\$10,000	\$10,000

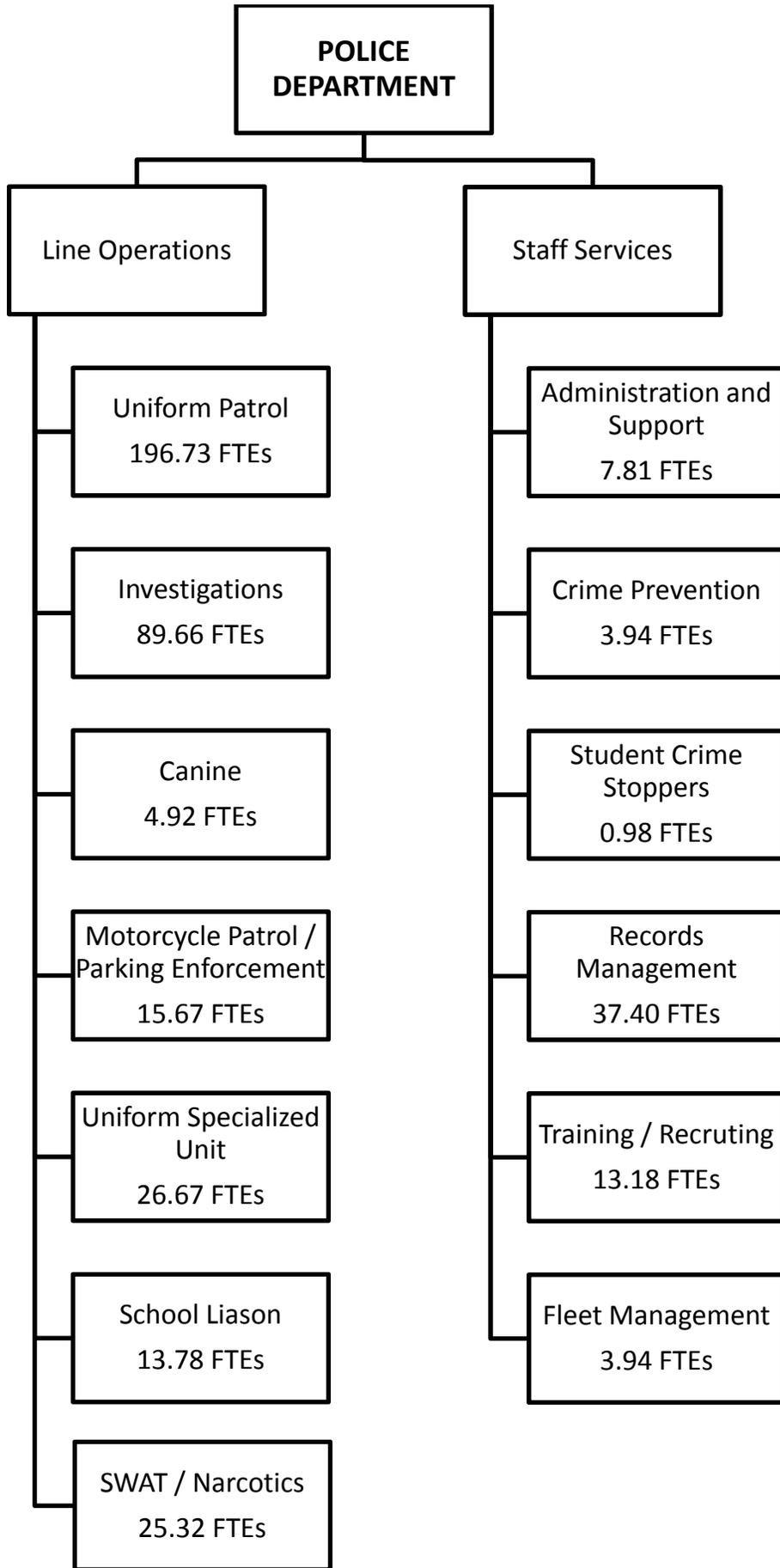
Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions (Sworn)	375	365	371
Permanent Positions (Civilian)	59	66	66
Part-time Positions	3	3	3
Total Positions	437	434	440

2018/19 Expenditures by Funding Source

General Fund	\$ 48,245,194
Special Revenue Funds	\$ 350,957

Total Police Department 2018/19 Budget — \$48,596,151



City of Amarillo
Department Staffing Report

Department: Police

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
2.00	ADM005	ASSISTANT POLICE CHIEF	
1.00	ADM700	POLICE CHIEF	
4.00	POL720	CAPTAIN	
16.00	POL730	LIEUTENANT	
78.00	POL740	SERGEANT	
79.00	POL750	CORPORAL	
191.00	POL760	POLICE OFFICER	
371.00		Total Permanent Positions	
371.00		Total Department	37,840,133

Department: Civilian Personnel

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
4.00	CLR130	ADMINISTRATIVE SUPERVISOR	
17.00	CLR400	ADMINISTRATIVE ASSISTANT I	
4.00	CLR405	ADMINISTRATIVE ASSISTANT II	
12.00	CLR410	ADMINISTRATIVE ASSISTANT III	
5.00	CLR415	ADMINISTRATIVE ASSISTANT IV	
1.00	CLR605	TRAFFIC GUIDE/PARKING ENFORCEMENT	
1.00	CLR630	OFFICE MANAGER	
5.00	CLR775	CIVILIAN INVESTIGATOR I	
1.00	CLR779	POLICE DATA ADMINISTRATOR	
1.00	CLR800	POLICE RECORDS MANAGER	
2.00	PRF075	CRIME DATA ANALYST	
3.00	PRF078	CRIME SCENE TECHNICIAN	
1.00	PRF105	DOMESTIC VIOLENCE TEAM COORDINATOR	
1.00	PRF155	ACCREDITATION AND COMPLIANCE COORDINATOR	
1.00	TEC155	FORENSIC VIDEO TECHNICIAN	
1.00	TEC770	PHOTO TECHNICIAN	
5.00	TEC771	EVIDENCE TECHNICIAN	
1.00	TRD050	RANGE OFFICER	
66.00		Total Permanent Positions	
Part-Time Positions			
2.00	HRL725	RANGE OFFICER	
1.00	HRL775	CIVILIAN IDENTIFICATION TECHNICIAN	
3.00		Total Part-Time Positions	
69.00		Total Department	3,215,523



(1910, 1930, 1940, 2450, 26620)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 29,468,537	\$ 29,182,133	\$ 29,972,663
Supplies	1,358,612	1,464,321	1,529,686
Contractual Services	1,257,230	1,318,029	1,307,829
Other Charges	232,527	238,118	263,992
Capital Outlay	4,945	-	-
Inter Reimbursements	(126,017)	(247,000)	(247,000)
Total Expenses	\$ 32,195,834	\$ 31,955,601	\$ 32,827,170

Mission

The Amarillo Fire Department's mission is to protect our community by providing the highest quality of compassionate and professional services.

Strategic Approach

The Amarillo Fire Department (AFD) fulfills our mission by providing emergency response and fire prevention services to the citizens of our city. The AFD is structurally organized into Fire Administration, Fire Operations, Fire Support, and the Fire Marshal's Office (FMO) to provide oversight and management of our 11 service delivery programs.

The City's size, 14th largest in the state, and its remoteness from other large populations requires AFD to be strategically, tactically, and technically capable of mitigating all types of emergencies. AFD's approach to manage this responsibility is to maintain a highly-trained, well-equipped workforce. This is reflected in the budget requests for FY18. A specific example of this type of budget prioritization was seen in FY17 when the AFD enhanced the Wildland Program's ability to prevent, mitigate, and respond to these types of emergencies. One of the most public displays of this occurred in January 2018 when the department conducted its first ever prescribed burn to help protect a wildland-urban interface area in south Amarillo.

It is not enough that the AFD merely provide emergency response. The Fire Department must be proactive in preventing fire and life safety emergencies from occurring. The strategic approach to accomplishing this goal is to provide code enforcement, fire investigations, mitigation of hazards such as reducing wildland-urban interface vegetation, and presenting safety training and information to the public through community engagement activities.

It is also critical the Fire Department be flexible enough to accept and adapt to changes that enhance capabilities to better serve the citizens. The AFD will address this through the eight Council Pillars,

particularly the **Public Safety Pillar**, outlined in the **Blueprint for Amarillo**. In FY18, the AFD will complete the national accreditation process through the Commission on Fire Accreditation International (CFAI). The AFD will use information developed in the process to establish operational goals that meet the ever-increasing demand for fiscally sound, data-driven performance services to our community.

AFD staff believes in and supports the development of a more **diverse work force** as identified in the **Blueprint for Amarillo** and further detailed in the Department’s **2017-2022 Strategic Plan**. This is and will be a primary focus for AFD staff as we continue to build on our relationships with the leaders of the community and local academic institutions to bring cultural diversity into the City’s and region’s fire service.

Programs

Fire Department Administration/Support

2018/19 Budget — \$853,767

This program area provides leadership, strategic planning, and administrative management for the Operations, Support, and FMO functions, to support the mission of the Fire Department. The support aspect of the program manages the logistical needs of our personnel, thirteen fire stations, Fire Administration, the training facility, fire fleet mechanic’s shop, and a large apparatus storage building.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Operating expenditures managed (in millions)	\$31.9	\$32.7	\$32.9
Number of personnel managed: Uniformed/Civilian	263/18	264/19	269/20

Fire Emergency Response

2018/19 Budget — \$28,561,339

This program encompasses all emergency response operations to protect the lives and property of the citizens served. The major activities include emergency medical services, fire suppression, wildfire mitigation and firefighting, hazardous materials response, technical rescue, and aircraft rescue and firefighting.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Number of emergency responses made	20,544	22,340	23,000
Structure fire civilian fatalities per 100,000 residents	3	1	0
Structure fire civilian injuries per 100,000 residents	11	11	0
Percentage of fire calls where crews turned out within 80 seconds	77.56 %	89.46 %	90.00%
Percentage of fire calls where the drive time was under 4 minutes	69.19%	67.44%	75.00%
Percentage confined to room of origin	53.33%	59.91%	65.00%

Percentage of medical calls where crews turned out within 60 seconds	66.94%	77.40%	80.00%
Percentage of medical calls where the drive time was under 4 minutes	76.96%	74.67%	75.00%
Medical calls with advanced life support provided	383	451	500
Public safety and public relation contacts made with the community	38,798	60,798	60,000
Schools within City limits receiving fire safety presentations	100%	100%	100%

Fire Safety

2018/19 Budget — \$375,657

This program is responsible for all departmental safety policies and practices. The program staff ensures proper safety precautions are followed at emergency scenes. The Health and Safety Officer is responsible for developing the department's overall health and well-being protocols, including the fitness program and testing, Return-to-Work procedures, and the National Institute for Occupational Safety and Health (NIOSH) compliant respiratory protection program. Safety Program personnel ensure the maintenance and repairs of firefighter protective clothing, Self-Contained Breathing Apparatus, and National Fire Protection Association (NFPA) compliant uniforms.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Personnel injuries	39	36	36
Fire apparatus/vehicle accidents	13	11	10
Self-contained breathing apparatus repairs made	<i>New Metric</i>	200	250
Firefighter protective clothing inspected and repaired to meet NFPA compliancy	221* (100%)	583 (100%)	590 (100%)
Annual fitness evaluations completed	263 (100%)	264 (100%)	264 (100%)

*The department began using a new repair/tracking program mid-way through the year. All protective clothing was inspected but not all was tracked in the new metric.

Fire Training

2018/19 Budget — \$569,178

Staff under this program coordinate all training activities for AFD, including lesson plan development, scheduling, teaching, and ensuring the training equipment/facility is operational. They also manage the six-week orientation for new hires and promotional orientations for all drivers and officers. The Public Information Officer is assigned to the training staff and is responsible for public fire and safety education, media relations, and coordination of AFD involvement in community affairs.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Firefighters meeting all educational requirements to hold Texas Commission on Fire Protection (TCFP) firefighter, Department of State Health Services (DSHS) EMT and specialized certifications	100%	100%	100%
Skills and educational hours completed by Department personnel	55,957	65,000	70,000
Percentage of personnel working out of class or promoting that document <i>Critical Skills</i> completion	<i>New Metric</i>	100%	100%

Fire Emergency Preparedness 2018/19 Budget — \$182,137

The Emergency Preparedness program prepares pre-incident information for use during emergencies, coordinates the repair and installation of the Opticom traffic control systems, and manages the Knox Key-Secure system. The Incident Management Team, which responds to the EOC or to designated field positions, is another element of this program.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Target hazard pre-incident plans completed	<i>New Metric</i>	200	400

Fire Communications 2018/19 Budget — \$631,787

The Fire Communications program coordinates the functions and maintenance of the Locution fire station alerting system, emergency personnel paging, email systems, Mobile Computer Terminals (MCTs), wired and cellular phones, State and Federal incident reporting, quality assurance call review, and all fire service-related hardware and software. This program is responsible for coordinated management of the Amarillo Emergency Communications Center alongside Amarillo Police Department.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Emergency response reports validated prior to submission to TexFirs reporting system	100%	100%	100%

Fire Fleet Maintenance and Repair 2018/19 Budget — \$700,089

The Fleet Maintenance and Repair program is responsible for ensuring the Department’s apparatus and vehicles are fully operational and ready to meet the heavy demands placed on them. This program is also responsible for the maintenance and repair of all AFD’s small power equipment, the fuel tanks at our stations, and supporting the apparatus at large-scale emergency operations.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Fleet work orders completed	879	908	950
Percentage of days front line Fire apparatus are available	95.0%	95.0%	95.0%
Percentage of repairs outsourced	3.8%	4.5%	5.0%

**Fire Marshal’s Administration/Support
2018/19 Budget — \$119,152**

This program area provides leadership, strategic planning, and administrative management for the FMO functions to support the mission of AFD.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Operating expenditures managed	\$828,240	\$917,565	\$973,249
Number of personnel managed: Uniformed/Civilian	7	8	8

**Fire Marshal’s Fire Investigation
2018/19 Budget — \$238,304**

The FMO Fire Investigation program provides fire origin and cause investigative services for AFD. This allows for appropriate compensation and/or the prosecution of alleged arsonists. The investigation officers investigate all fire-related injuries and fatalities.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Requests for investigative services	203	234	230
Percentage of fire investigations resulting in cause determination	31%*	35%	35%
Arson investigations conducted	53	45	45
Percentage of arson cases referred to District Attorney for prosecution	85%	90%	90%

* FEMA identifies the nationwide average as being between 22-25 %

**Fire Marshal’s Inspections
2018/19 Budget — \$476,608**

The FMO Inspections program provides a multi-faceted approach to fire prevention by providing plan review, inspection, and testing services to property and business owners of Amarillo in order to assist them with ordinance, fire code, and life safety code compliance. The Inspections program personnel also conduct educational presentations and ensure schools meet the state-mandated requirements for fire drills.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Requests for service (inspections, plan reviews, permits, etc.)	3,530	4,000	4,000
New construction inspections completed within ten days of request	100%	100%	100%
Plan reviews completed within ten days of receipt	95%	95%	100%

**Fire Marshal’s Compliance
2018/19 Budget — \$119,152**

The FMO Compliance program provides training coordination and assistance to FMO personnel to ensure they have the knowledge, skills, and abilities to safely and effectively prevent the loss of life and property through fire investigations, fire and life safety code enforcement, and peace officer responsibilities. This program also ensures FMO compliance with statutory regulations and national standards.

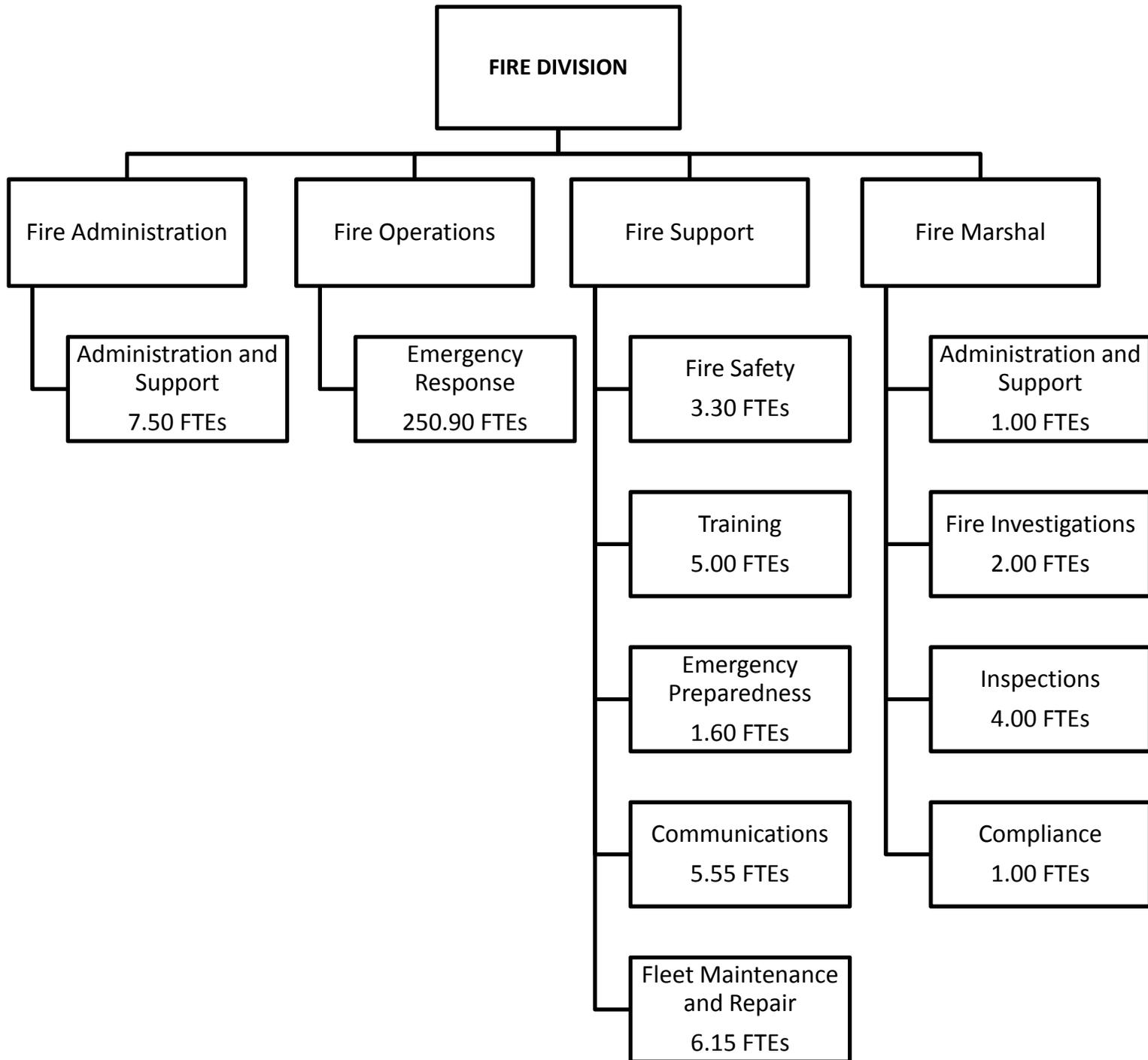
Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
FMO staff meeting all educational requirements to hold TCOLE peace officer and TCFP investigator and inspector licensure	100%	100%	100%
Skills and educational hours completed by FMO personnel	450	516	500

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions (Sworn)	263	264	269
Permanent Positions (Civilian)	15	16	16
Part-time Positions	3	3	3
Total Positions	281	283	288

Total Fire Department 2018/19 Budget — \$32,827,170



City of Amarillo
Department Staffing Report

Department: Fire Operations

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM800	FIRE CHIEF	
2.00	FIR810	DEPUTY FIRE CHIEF	
4.00	FIR820	FIRE DISTRICT CHIEF (8 HR)	
3.00	FIR830	FIRE CAPTAIN (8HR)	
3.00	FIR840	FIRE LIEUTENANT (40 HOUR)	
126.00	FIR865	FIRE FIGHTER	
63.00	FIR870	FIRE DRIVER	
40.00	FIR875	FIRE LIEUTENANT	
21.00	FIR880	FIRE CAPTAIN	
6.00	FIR885	FIRE DIST CHIEF	
269.00		Total Permanent Positions	
269.00		Total Department	28,517,368

Department: Fire Marshal

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	MGT870	FIRE MARSHAL	
3.00	PRF800	FIRE INSPECTOR	
1.00	PRF870	FIRE INVESTIGATOR/INSPECTOR I	
3.00	PRF871	FIRE INVESTIGATOR/INSPECTOR II	
8.00		Total Permanent Positions	
8.00		Total Department	856,711

Department: Fire Civilian Personnel

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	CLR080	ADMINISTRATIVE SPECIALIST II	
1.00	CLR150	ADMINISTRATIVE COORDINATOR	
1.00	CLR410	ADMINISTRATIVE ASSISTANT III	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
1.00	MGT050	FLEET MANAGER	
1.00	TRD230	MECHANIC SUPERVISOR II	
1.00	TRD595	FIRE MECHANIC II	
1.00	TRD597	FIRE MECHANIC I	
1.00	TRD615	MECHANIC SUPERVISOR I	
9.00		Total Permanent Positions	
Part-Time Positions			
2.00	HRL970	MESSENGER	
11.00		Total Department	598,584



(1710)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 2,138,719	\$ 2,167,798	\$ 2,417,648
Supplies	364,256	326,441	358,922
Contractual Services	235,364	252,397	257,398
Other Charges	31,453	31,871	32,341
Inter Reimbursements	(18,000)	(18,000)	(18,000)
Total Expenses	\$ 2,751,792	\$ 2,760,507	\$ 3,048,309

Mission

The Animal Management & Welfare department promotes the health and safety of the community through enforcement and sheltering services for stray, lost and unwanted animals in Amarillo. Animal Management & Welfare enforces City ordinances and state laws pertaining to animals. The department investigates potential cases of rabies and other zoonotic diseases. Public education is provided as available to encourage and promote responsible pet ownership, promote adoptions, proper care of animals, and spay/neutering for animal health and population control. Animal Management & Welfare provides supportive services to the Amarillo-Panhandle Humane Society to facilitate adoptions, rescue transfers, and increased levels of fostering. The goal of the facility is to ensure the most humane outcome for the animals that come through the entire facility and thus benefit the entire community.

Strategic Approach

Animal Management & Welfare fulfills its mission through a compliance approach to delivering services. This approach aligns with the Council Pillar of **Customer Service** by demonstrating that a governmental department is working with the citizens it serves to remedy issues. The facility will continue to strive to consistently meet the nationally accepted Five Freedoms of Animal Welfare. Animals, as voiceless elements of the community, need trained professionals to advocate for their ultimate wellbeing and the most humane outcome for them.

As part of striving to meet nationally recognized best practices, the department's staff utilizes available resources to achieve the highest reasonable level of professional services possible. The department continues to evaluate current industry standards with perspective to current operations then adjusts accordingly to stay relevant to the national industry as well as to ensure best practices are consistently employed. Through constant evaluation, Animal Management & Welfare will stay aligned with the City's practices and ultimate goals of aiding strategic areas of our city with enhanced coverage from available resources. Best practices have staff members being provided with the most reasonable resources and

training that will lay the foundation for them to grow and develop into community and animal ambassadors which increases the level of **Customer Service, Fiscal Responsibility,** and community trust.

As the Bond Projects come underway these projects will start to facilitate the facility coming inline with what the community has requested with regards to the care and upkeep of the animals. Year 1 will be the most critical of all the years with infrastructure being installed and a medical treatment building. The remaining projects: development of the sally port, employee building, drive thru barn, and dog exercise runs will occur in subsequent years. As critical as the infrastructure improvements are, staff will need to be increased for them to come online for any benefit to be seen.

2018 Fiscal Year Preparation: The key performance indicators are identified from the first years of statistical gathering. Having baseline statistics to work from continue to allow management to proactively adjust policies and procedures to keep the department's operation in line with the **BluePrint for Amarillo.**

The 2018 Budget as presented is reflective of the reduced operational footprint to bring operations more in line with what the budget actually supports. Operations will continue to be adjusted as necessary to accommodate restraints. The desired outcome of the department is to decrease the number of animals that are entering the shelter and to increase the number of animals that are reclaimed by their owners. These can be evaluated with the current statistic reporting. The community's animal issues can start to be addressed on a permanent basis as the department works for compliance through education and enforcement.

The department's needs have been documented over numerous budget cycles and continue to go unmet. Per Assistant City Manager Kevin Starbuck all Amarillo Animal Management and Welfare's Supplemental requests for 2018/19 shall be documented via a memo with a notation in the official budget narrative.

The following pages outline the department's need:

- Voter Approved Community Investment Program Projects (CIP)
- AAM&W Personnel Development
- AAM&W Personnel Equipment
- AAM&W Operational Needs
- AAM&W Community Outreach
- AAM&W Animal Population Medical Needs

Programs

Administration & Community Outreach

2018/19 Budget - \$614,466

The Administration component of Animal Management & Welfare is comprised of two Intake Specialists, one Administrative Technician, one Volunteer Coordinator, one Office Manager, one Assistant Director and one Director. Administration processes all intakes and reclaims paperwork, handles citizen calls and inquiries, renders verdicts on Dangerous Animal Investigations and ensures the overall successful operations of the Community Compliance/Enforcement, Shelter Management and Community Outreach Components of Animal Management & Welfare. The expense of Administration can be allocated 50/50 to Community Compliance/Enforcement and Shelter Management.

Community Outreach is Animal Management & Welfare's component that attempts to break the cycle of animal issues within the community through education. Community Outreach is geared for adults and

children to educate them on the proper ways of taking care of animals. These education presentations are given in schools and at various public events. This component also offers microchipping for those that cannot normally afford microchips via the local veterinarian community. The Community Outreach component has no designated funds as it is facilitated by drawing from staffing and resources from the Community Compliance/Enforcement and Shelter Management components. Community Outreach works to support the **Customer Service** and **Excellence in Communication** aspects of the City Council's Pillars.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Schools Presented To	10	10	10
School Presentation Attendees	750	650	650
Other Community Events	15	10	5

**Community Compliance/Enforcement
2018/19 Budget — \$1,228,934**

Community Compliance/Enforcement encompasses the field component of Animal Management & Welfare. Animal Management & Welfare officers respond to citizen complaints and inquiries. The primary function is that of **Public Safety** through securing of loose animals and investigating animal bites. Animal Management & Welfare officers investigate complaints of animal neglect and when possible educate citizens on the proper husbandry methods. Animal Management & Welfare officers also work to put citizens in connection with possible community resources that would prevent those animals from entering the shelter setting. These resources are not always available but utilized as a form of diversion for animals when possible. Approximately 54% of the Animal Management & Welfare yearly budget is utilized to cover the Community Compliance/Enforcement component of Animal Management & Welfare. Community Compliance/Enforcement works to support the City Council's Pillars of **Public Safety, Fiscal Responsibility, Customer Service, and Excellence in Communication**.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated*	2018/19 Projected*
Total Shelter Intake – CY	12,409	12,800	13,000
Stray Dogs – CY	6,506	6,450	6,600
Stray Cats – CY	3,131	3,000	2,900
Surrendered – CY	2,155	2,700	2,500
Bite Cases – CY	617	650	675
Euthanized – CY	4,063	4,500	5,000
Field Calls for Service	30,082	28,000	35,000
Citations Issued	3,482	4,000	4,500
Warnings Issued	1,400	1,500	1,700
Cost per Field Call	\$51.00	\$53.00	\$55.00

*Estimates and Projections are based on current trends being experienced.

Shelter Management 2018/19 Budget — \$1,204,909

Shelter Management encompasses the in-house component of Animal Management & Welfare. Shelter staff provide all of the care and cleaning of the shelter for the animals in its care. Biosecurity is the highest concern to the shelter as sick animals are not desirable for adoption or reclaim. Therefore, shelter staff strive for the highest level of sanitation possible. The shelter also provides a centralized location for citizens that are missing their animals to come and look for them and reclaim them once located. The shelter offers microchipping for citizens' animals in an effort to provide a permanent form of identification to increase the likelihood of reunification in the event their animal becomes lost. Many citizens are unable to pay for the cost of euthanasia via normal routes. Therefore, Animal Management & Welfare offers this service to these citizens so the animals do not suffer. Approximately 46% of the Animal Management & Welfare yearly budget is utilized to cover the Shelter Management component. Shelter Management works to support the City Council's Pillars of **Civic Pride, Public Safety, and Customer Service.**

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated*	2018/19 Projected*
Total Shelter Intake – CY	12,409	12,800	13,000
Stray Dogs – CY	6,506	6,450	6,600
Stray Cats – CY	3,131	3,000	2,900
Surrendered – CY	2,155	2,700	2,500
Bite Cases – CY	617	650	675
Reclaimed – CY	1,182	1,000	1,000
Euthanized – CY	4,063	5,000	6,000
Left through Humane Society – CY	6,081	5,000	4,500
Facility Overall Live Release Rate	67.26%	65%	60%
Cost per Kennel Per Day	\$15.00	\$16.00	\$17.00

*Estimates and Projections are based on current trends being experienced.

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	37	37	40
Part-time Positions	0	0	3
Total Positions	37	37	43

Total AM&W Department 2018/19 Budget — \$3,048,309



City of Amarillo

Department Staffing Report

Department: Animal Management and Welfare

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM047	ANIMAL MANAGEMENT & WELFARE VETERINARIAN	
1.00	ADM590	DIRECTOR OF ANIMAL MANGEMENT AND WELFARE	
1.00	ADM591	ASSISTANT DIRECTOR OF AM & W	
1.00	CLR035	VOLUNTEER PROGRAM COORDINATOR	
2.00	CLR175	VETERINARY ASSISTANT	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
1.00	MGT035	ADMINISTRATIVE OPERATIONS MANAGER	
1.00	MGT120	AFTERNOON SHELTER SUPERVISOR	
2.00	MGT590	ANIMAL MANAGEMENT & WELFARE FIELD SUPERVISOR	
1.00	MGT775	COMPLIANCE MANAGER	
1.00	MGT780	FIELD SERVICES MANAGER	
1.00	MGT790	SHELTER MANAGER	
2.00	TRD160	CSR INTAKE SPECIALIST	
1.00	TRD215	ADOPTION SPECIALIST	
6.00	TRD560	ANIMAL MANAGEMENT OFFICER TRAINEE	
9.00	TRD565	ANIMAL CARE WORKER	
3.00	TRD592	ANIMAL MANAGEMENT OFFICER I	
4.00	TRD593	ANIMAL MANAGEMENT OFFICER II	
1.00	TRD594	ANIMAL MANAGEMENT OFFICER III	
40.00		Total Permanent Positions	
Part-Time Positions			
3.00	HRL125	ADOPTION SPECIALIST - HOURLY	
43.00		Total Department	2,417,648



(1270)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 3,780,320	\$ 3,844,667	\$ 4,050,821
Supplies	56,597	66,779	66,279
Contractual Services	263,635	352,204	282,588
Other Charges	244,156	302,125	305,211
Total Expenses	\$ 4,344,708	\$ 4,565,775	\$ 4,704,899

Mission

To provide rapid and accurate responses to emergency requests with professionalism, compassion and competence; to promptly answer, enter and dispatch calls for service; to gather and relay information accurately and professionally while processing calls for service.

Strategic Approach

The Amarillo Emergency Communication Center (AECC) is the answering point for emergency and non-emergency public safety services. AECC provides law enforcement, fire and medical pre-arrival instructions and provides response to animal management issues. AECC prioritizes calls for service and dispatches to public safety responders. During major events, the Office of Emergency Management (OEM) coordinates mutual aid requests for public safety entities.

To ensure alignment with the City's values, goals and mission, which includes support of the **BluePrint for Amarillo**, the AECC has identified several objectives which will improve its ability to serve the Amarillo community. These goals include working on national standards for employee and agency certifications; taking measures to achieve national accreditation; developing **Best Practices** for personnel time management programs providing the most efficient use of the workforce; establishing a comprehensive **Safety** and health program, including physical, nutritional, emotional and mental health resources; and pursuing industry-related **Technology** advances in both hardware and software, such as enhanced 9-1-1, text to 9-1-1, next-gen radio/dispatch systems, and improvements in Computer Assisted Dispatch (CAD) software.

The AECC is mandated by the Texas 9-1-1 Emergency Number Act (Chapters 771 & 772, Health & Safety Code) which requires counties and/or municipalities to provide three digit (911) dialing State Law to provide 911 services.

The Potter-Randall 9-1-1 District provides funding to the AECC in support of their mission: "to provide an efficient, effective enhanced 9-1-1 emergency telecommunications system ... in response to police, fire

and medical emergency calls.” The 9-1-1 District funding is shown as a revenue source in the AECC budget. The AECC also collects revenue from Amarillo Medical Response (AMR) to provide dispatch services for their ambulance service.

Programs

AECC Administration/Support 2018/19 Budget — \$353,277

The AECC Administration/Support Program is responsible for the information coordination management between each public safety department supported within AECC. Specific responsibilities include budgeting, time-keeping and payroll, policy and procedure development, personnel administration, responding to various requests for public records, as well as data collection and analysis for all public safety departments supported by the AECC.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Number of call takers/dispatchers qualified for out-of-class supervisor	12	17	17
Percent compliant with national standards for number of call takers by call volume, based on statistical data	70%	85%	90%

Call Center Services 2018/19 Budget — \$4,278,593

The Call Center Program provides state-licensed and nationally credentialed Emergency Communications Specialists (ECS) (call takers and dispatchers with at least one year of employment) which deliver rapid and accurate responses to emergency requests to gather and relay information accurately while processing calls for service. Performance measures are based on national standards and **Best Practices**.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Percent of employees cross-trained in two disciplines (FTEs)	93%	86%	90%
Percent of calls answered < 15 sec. (NFPA 1221 – 15 sec. standard)	90%	96%	95%
Percent of 911 calls answered before the recording picks up	90%	95%	98%
Percentage of 911 calls requiring a translator for foreign languages	.68%	2.2%	2.5%
Amount of time required to process foreign language 911 calls	8 mins	6 mins	6 mins
Call to dispatch time (minutes):			
Police (Priority)	2:45	2:00	1:45
Police (Non-Emergency)	6:30	5:45	5:30
EMS (NFPA 1221 – 90 sec. standard)	1:00	0:50	0:48

Fire (NFPA 1221 – 90 sec. standard)	1:00	0:50	0:48
Amarillo Animal Mgt. & Welfare (TBD)	1:18	1:00	1:45
Calls Answered:			
Amarillo Police Department	212,000	214,500	215,000
Emergency Medical Services	37,000	37,500	38,000
Amarillo Fire Department	23,500	25,000	26,000
Animal Management and Welfare	30,500	31,000	31,500
Total:	303,000	308,000	310,500

Quality Assurance, Certification and Training 2018/19 Budget — \$73,029

This program promotes **Best Practices**, state and national certification, and the pursuit of national accreditation for the AECC. Quality Assurance (QA) is provided through a new program in fiscal year 2016 which was funded by the 9-1-1 District. Most of the QA is outsourced to an independent, national vendor. Training is conducted according to the Texas Commission on Law Enforcement (TCOLE) standards which mandate basic qualifying standards for employment and certification courses prior to hands-on training as an Emergency Communications Specialist. Personnel are state-licensed telecommunicators through TCOLE and certified through the Association of Public-Safety Communications Officials (APCO) for Emergency Medical Dispatcher (EMD) and Emergency Fire Dispatcher (EFD). Supervisors and senior ECSs will be certified through APCO’s Communications Training Officer (CTO) program. AECC employees earn certifications and continuing education credits from national professional emergency communications organizations such as APCO and National Emergency Number Association (NENA).

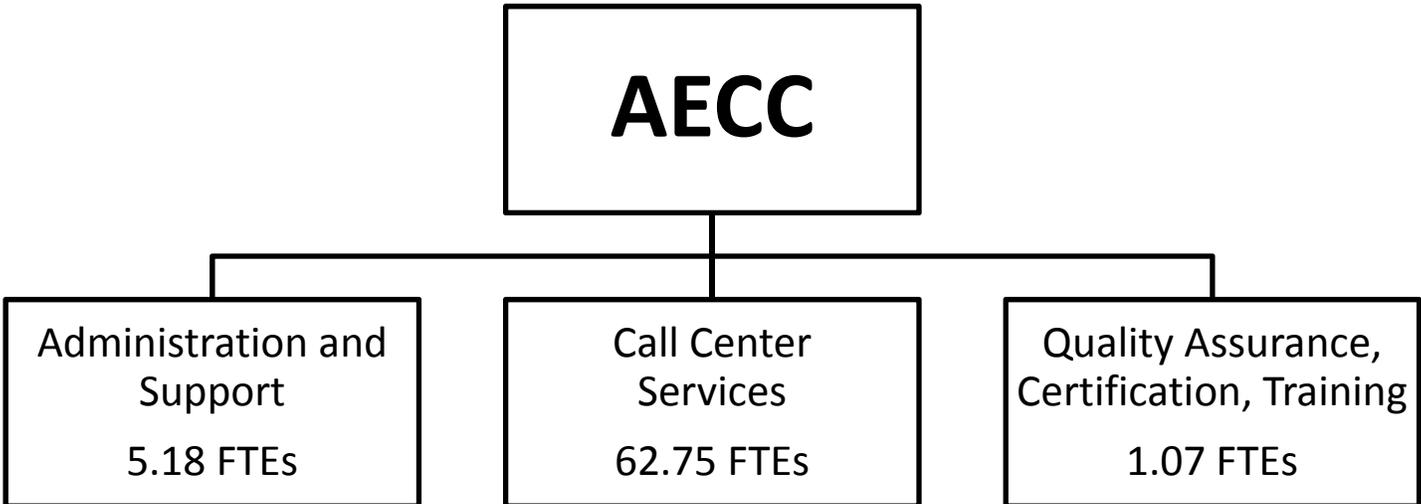
Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Percent of Call Take calls audited for QA in compliance– Best Practices	70%	85%	90%
Percent of floor supervisors certified through APCO CTO (Certified Training Officer)	50%	100%	100%
Percent of floor Dispatchers certified through APCO CTO (Certified Training Officer)	0%	60%	70%

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	64	67	67
Part-time Positions	2	2	2
Total Positions	66	69	69

Total AECC 2018/19 Budget - \$4,704,899



City of Amarillo
Department Staffing Report

Department: AECC

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
56.00	CLR770	EMERGENCY COMMUNICATIONS SPECIALIST	
1.00	CLR945	OFFICE ADMINISTRATOR	
1.00	MGT043	TRAINING/QUALITY ASSURANCE SUPERVISOR	
3.00	MGT044	SENIOR COMMUNICATIONS SUPERVISOR	
6.00	MGT046	COMMUNICATIONS SHIFT SUPERVISOR	
67.00		Total Permanent Positions	
Part-Time Positions			
2.00	HRL770	EMERGENCY COMMUNICATIONS SPECIALIST	
69.00		Total Department	4,050,821





(1232, 2400, 2430, 26710)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 449,413	\$ 346,801	\$ 393,477
Supplies	53,680	141,568	51,954
Contractual Services	38,007	124,748	188,261
Other Charges	181,807	127,240	149,988
Capital Outlay	15,435	-	-
Total Expenses	\$ 738,342	\$ 740,357	\$ 783,680

Mission

The City of Amarillo's Office of Emergency Management (OEM) administers and directs a comprehensive interjurisdictional emergency management program to address the mitigation, prevention, preparedness, response, and recovery to all-hazards that could impact the City of Amarillo and Potter and Randall counties.

Strategic Approach

The OEM is focused on coordination of the whole community to address all-hazards. This requires an integrated approach of local government (city and counties) with key stakeholders to ensure readiness to protect citizens from potential disasters. The emergency management program adheres to the **Best Practices** of the discipline, maintaining compliance with applicable federal and state regulatory and administrative requirements.

The OEM is a City department that is contracted to both Potter and Randall counties to provide emergency management services. This partnership provides for the improved integration of the emergency management program across jurisdictional boundaries. In addition, the OEM administers the City's participation in homeland security and emergency management grant programs to enhance the capabilities of emergency response agencies to respond to specialized hazards that could impact the community or region.

The OEM actively participates in the pillars outlined by City Council focusing on **Public Safety, Customer Service, Fiscal Responsibility, and Excellence in Communication** – all part of the **BluePrint for Amarillo**. In addition, OEM supports and strives to follow the City Manager Initiatives of **Commitment to Safety, Implementation of Best Practices, Promote Innovation and Customer Service, and Public Service and Engagement**.

Programs

Emergency Management Department Administration/Support 2018/19 Budget — \$508,110

This program provides administration and support for day-to-day operations and project management for the department. Manages homeland security and emergency management grant programs.

- Provides administration and support of department funds and community investment projects
- Administers participation by Potter and Randall counties in the interjurisdictional emergency management program
- Administers the City’s participation in the Emergency Management Performance Grant (EMPG) program, Pantex Plant Agreement-In-Principle (AIP) grant program, State Homeland Security Program (SHSP) grants, and other homeland security and emergency management related grants
- Supports City priorities and initiatives as requested by management

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Grant Funding Administered (EMPG, SHSP, & AIP)	\$622,972	\$523,722	\$577,655

Emergency Operations, Preparedness, and Planning Program 2018/19 Budget — \$275,570

The operations portion of the program provides for the policy direction, coordination, and support of emergency response and recovery to all-hazards (natural, technological and manmade) that could impact the Texas Panhandle region.

- Maintains availability of an OEM Duty Officer to maintain situational awareness and initiate emergency response to potential or actual threats to the community
- Provides information to enhance situational awareness for emergency response agencies, city and county supporting agencies, and key stakeholders and partners
- Coordinates mechanisms to provide notification to responders and warning to the public
- Coordinates community response through the activation of the Emergency Operations Plan
- Facilitates the recovery process from disasters that impact the community

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Natural Hazards Operations:	20	25	25
Technological / Man-Made Hazards Operations:	27	30	30
Major Incident Response Operations:	1	3	4

The planning and preparedness portion of the program is to save lives and reduce disaster damage, identifying critical resources and developing the necessary agreements among responding agencies,

both within the jurisdiction and with other jurisdictions and entities. The program is a continuous cycle of planning, organizing, equipping, training, and exercising in an effort to ensure effective coordination during incident response and recovery.

- Develops and maintains the Community Hazard Analysis, Mitigation Action Plan, Emergency Operations Plan and implementing procedures, and Community Mass Casualty and Mass Fatality Incident Plans; assists with local government Continuity of Operations Planning
- Develops and maintains emergency operations facilities and tools to ensure a coordinated response to all-hazards, incorporating redundant capabilities
- Develops and maintains a community outdoor warning system and other warning systems
- Facilitates an Emergency Management Team to respond to and recover from all-hazards
- Coordinates the integration of the emergency management program with government entities at all levels, volunteer/faith-based organizations, and key stakeholders
- Conducts emergency management training, drills, and exercises to promote and enhance whole community emergency preparedness
- Administers the requirements of the National Incident Management System (NIMS)
- Administers the requirements of the Emergency Planning & Community Right-to-Know Act (EPCRA) and assists with City compliance with the Risk Management Program (RMP)
- Conducts emergency public information activities to promote and enhance citizen and visitor emergency preparedness

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
<i>EMPG Standard for Public Education/Information (hours):</i>	30	30	30
Public Education/Information Provided (hours):	40	40	40
<i>EMPG Standard for Exercises:</i>			
<i>Discussion Based Exercises</i>	2	2	2
<i>Operations Based Exercises</i>	1	1	1
<i>Full-Scale Exercises (required triennially)</i>	(triennial)	(triennial)	(triennial)
Exercises Completed:			
Discussion Based Exercises	3	3	3
Operations Based Exercises	1	2	2
Full-Scale Exercises	1	2	2
<i>EMPG Training Required for OEM Staff:</i>	1	1	1
Training Completed by OEM Staff:	3	4	4

As baseline performance measures/indicators, the OEM ensures the City's and counties' compliance with emergency management legal requirements and maintains the emergency management program at an advanced level as defined by the Texas Division of Emergency Management (TDEM)/Federal Emergency Management Agency (FEMA). As outlined above, the OEM exceeds all TDEM/FEMA defined standards (*in italic*) for public education/information, exercises, and training.

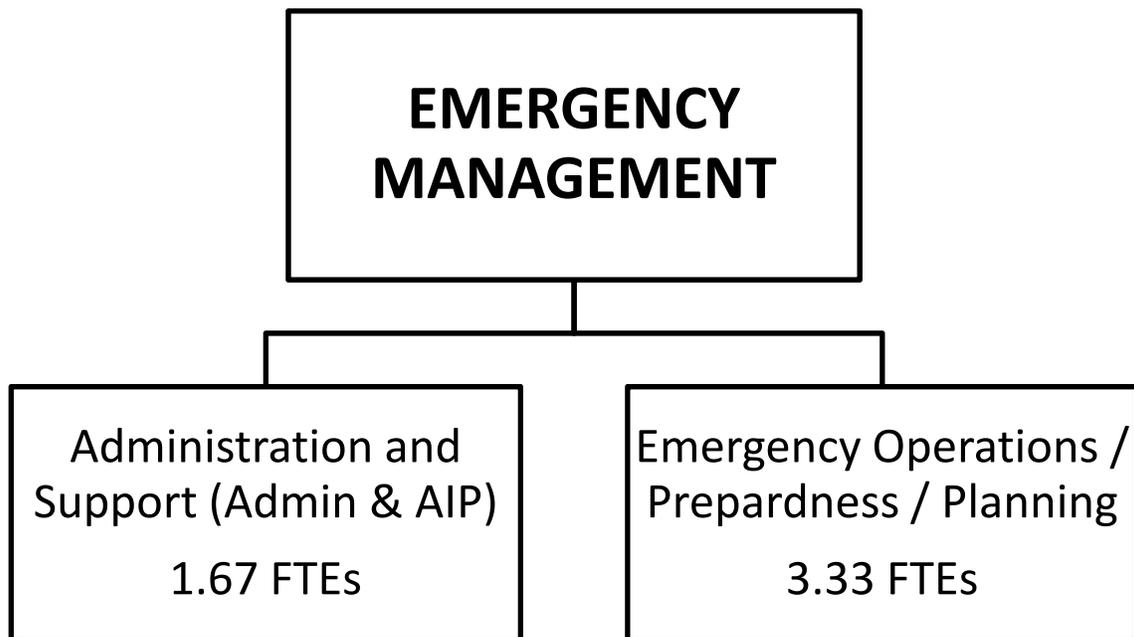
Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	4	4	5
Part-time Positions	0	0	0
Total Positions	4	4	5

2018/19 Expenditures by Funding Source

General Fund	\$	508,110
Special Revenue Funds	\$	275,570

Total OEM Department 2018/19 Budget — \$783,680



City of Amarillo

Department Staffing Report

Department: Emergency Management Services

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM050	EMERGENCY MANAGEMENT COORDINATOR	
1.00	ADM051	ASSISTANT EMERGENCY MGMT COORDINATOR	
0.50	CLR410	ADMINISTRATIVE ASSISTANT III	
1.00	PRF903	EMERGENCY MANAGEMENT PLANNER	
3.50		Total Permanent Positions	
3.50		Total Department	299,496

Department: AIP Pantex Project Fund

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	PRF055	TECHNICAL HAZARDS COORDINATOR	
0.50	TEC901	COMMUNICATIONS TECHNICIAN	
1.50		Total Permanent Positions	
1.50		Total Department	93,981





(1305, 20800)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 1,180,886	\$ 1,241,028	\$ 1,252,419
Supplies	58,661	45,137	248,137
Contractual Services	140,440	145,864	145,864
Other Charges	27,496	32,040	31,216
Capital Outlay	-	35,000	30,000
Total Expenses	\$ 1,407,483	\$ 1,499,069	\$ 1,707,636

Mission

The mission of the Municipal Court is to efficiently process and administer all matters coming into and before the Municipal Court. The Municipal Court strives to promote a high level of public confidence, accessibility, and a sense of fairness through efficient and courteous public service.

Strategic Approach

Amarillo Municipal Court department's approach to managing the court's mission has been and will remain diligent to integrating **Best Practices** with the day-to-day public service role the court plays in our community. The Court will continue to address Court Clerk Certification for all clerks as well as interdepartmental training. The Court has created a strategic plan to address public information accessibility and has increased its online services. Municipal Court continues to work with other City departments to increase **Technology**-based organizational integration (i.e.: APD, Animal Management, AECC, Legal, and IT). Court Order Compliance and alternative sentencing play a large role in the court's processes and policy. From jail comments, indigence hearings, and community service management, the Court has an increased pressure point in the delivery of these programs. The Court will continue to evaluate the strategies being implemented and provide updated processes and data analysis to best serve the public while adhering to judicial orders and legal requirements.

Programs

Court Case Flow Management

2018/19 Budget — \$466,970

To facilitate the swift administration of Justice, the Court processes filed cases and continually evaluates and analyzes the records management system and case flow setup and processes, as well as any user-related processes. The Court provides clerical support for in-custody video arraignment six days a week;

case records; recording on judicial decisions; and processing arrest warrants. The Court also provides critical, direct support of core jail services under inter-local contractual agreement. Court staff processes documents needed before, during, and after arraignment and during all appearance and trial dockets.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Organization and Completeness of Court Files	93%	95%	97%
Timely Setting of Court Hearings	Within 47 days	Within 45 days	Within 43 days
New Cases Filed	55,411	46,802	50,312
Cases Placed on Hearing/Trial Dockets	19,289	20,512	21,162
# of Jail Arraignments	14,603	12,724	11,452

**Court Financial Management
2018/19 Budget — \$270,240**

The Court processes all payments for all Class ‘C’ cases, any posted bonds and court-ordered refunds. Court staff balances cash drawers and posts all monies in accordance with state law.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Administrative Accuracy of Transactions	97%	98%	99%
Cases seen at Public Service windows	65,023	71,054	77,591

**Court Technology Project and Technology Resources Management
2018/19 Budget — \$680,089**

This program manages the successful, effective use of technology to support the efficient and effective delivery of court services to both internal and external users. Municipal Court has implemented an electronic court records management system, which enables the electronic routing of court documents, electronically captured signatures, fingerprints, and photos, as well as allows the download of external documents into the system, including e-tickets, DCS certificates, Texas DL records, insurance, driver’s license copies, and court payments. The department will increase availability of court services online and public access to all court policies and procedures through an internally designed web page managed by court staff. The court has implemented court correspondence specific email accounts to improve the accessibility and expedience of court response. This court was also a recipient of the Tyler Public Sector Excellence Award for its demonstration in leadership, innovation and excellence in developing and maintaining new technical solutions.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Electronic Citation filings	44%	46%	60%
Online Transactions	12,393	14,878	17,853

# of email correspondence received/sent	6,761	8,090	9,708
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Court Compliance Services
2018/19 Budget — \$171,875

The purpose of Court Compliance Services is to ensure that the defendant compliance with court obligations is obtained in accordance with guidelines set by state programs and Judicial Orders. This program provides citizens a fair, impartial, and individual review of their financial information through face-to-face interviews. Compliance clerks review applications and interview defendants for the establishment of time payment plans, track compliance, telephone contacts on delinquent accounts, and indentify and update cases for Judges’ review.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Cases Court Ordered to Compliance Department	17,033	15,602	14,292
Case file Accuracy	98%	98.5%	99%

Court Community Programs
2018/19 Budget — \$49,183

The mission of the Court Community Programs Department (CCPD) is to provide effective and relevant alternative sentencing options to assist offenders with violation resolution, accountability, and services as needed; to establish partnerships and relationships with area agencies, organizations, and programs for the betterment of the community; and to provide education for the safety of all citizens. The court continues to provide a Veterans specific docket and works closely with Amarillo College on providing youth legal education through the Youth Law camp that takes place annually.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Cases Allowed Community Service	2,540	2,358	2,358
Events with/for area organizations	10	11	12

Public Information Management
2018/19 Budget — \$69,279

This program provides easily accessible information to citizens regarding options on how to handle citations, processes document filings appropriately, answers phones and assists citizens, handles public information requests, and provides public access to court policy and procedures.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018-19 Projected
Access and Fairness ratings through public survey:	N/A	89%	90%

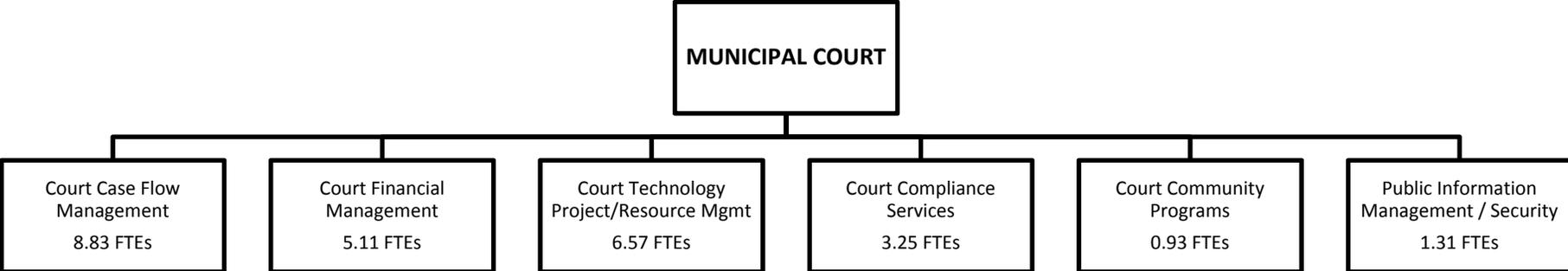
2018/19 Expenditures by Funding Source

General Fund	\$	1,374,996
Special Revenue Funds	\$	332,640

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	23	23	23
Part-time Positions	3	3	3
Total Positions	26	26	26

Total Municipal Court 2018/19 Budget — \$1,707,636



City of Amarillo

Department Staffing Report

Department: **Municipal Court**

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM111	MUNICIPAL COURT ADMINISTRATOR	
1.00	ADM112	DEPUTY COURT CLERK AND ASST. ADMINISTRATOR	
1.00	CLR085	EXECUTIVE ASSISTANT	
1.00	CLR113	ARRAIGNMENT CLERK	
1.00	CLR118	TEEN COURT/COMMUNITY SERVICE COORDINATOR	
1.00	CLR130	ADMINISTRATIVE SUPERVISOR	
1.00	CLR400	ADMINISTRATIVE ASSISTANT I	
1.00	CLR405	ADMINISTRATIVE ASSISTANT II	
4.00	CLR410	ADMINISTRATIVE ASSISTANT III	
10.00	CLR415	ADMINISTRATIVE ASSISTANT IV	
1.00	MGT117	OPERATIONS MANAGER	
23.00		Total Permanent Positions	
Part-Time Positions			
2.00	HRL111	DATA ENTRY OPERATOR HOURLY	
1.00	HRL145	COLLECTIONS CLERK	
3.00		Total Part-Time Positions	
26.00		Total Department	1,252,419



(1040, 20910)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 673,068	\$ 645,121	\$ 613,944
Supplies	2,945	4,924	4,940
Contractual Services	2,505	19,380	68,020
Other Charges	8,147	9,084	15,181
Total Expenses	\$ 686,665	\$ 678,509	\$ 702,085

Mission

The Judicial department provides a fair, independent, and impartial forum for the adjudication of both criminal and civil matters that come before the Municipal Court.

Strategic Approach

The Judicial department provides Judges and a court reporter to staff the Municipal Court and hear cases filed in the court as well as matters presented to the Judges in their capacity as magistrates. These positions require highly technical knowledge and extensive training. The department has one full-time Presiding Judge and three part-time Associate Judges. The Judges are licensed Texas attorneys with an average of 22 years experience.

The Presiding Judge assigns Judges to cover the court's expected caseload each day. On most days, three Judges are assigned: one presides over trials and dockets, one presides over walk-in pleas and arraignments, and one presides over jail video arraignments and also handles all the Judges' "queues" – 40 different lists of cases needing review for orders, judgments, warrants, or summons. In addition, Judges are assigned to Saturday and Sunday jail arraignments, with each Judge taking one weekend per month.

Programs

Judicial Administration

2018/19 Budget — \$33,159

The Presiding Judge sets all policies for the Municipal Court and continually revises all forms used in court proceedings; schedules the Judges, court reporter, and bailiffs; serves as Chair of the Courthouse Security Committee, develops protocols with outside agencies such as the county jails, law enforcement agencies, mental health providers, and other courts; develops the budget; is responsible for performing or assigning legal research; and oversees training of the Associate Judges and staff.

The Presiding Judge supervises two associate city judges who serve as designated night magistrates pursuant to an interlocal agreement between Randall and Potter Counties and the City of Amarillo. The night magistrate program is highly successful. It has streamlined communication between the judiciary and all branches of law enforcement.

Judicial Services

2018/19 Budget — \$435,737

Judges are available seven days a week to preside over trials, pleas, arraignments, and dockets in criminal cases. Judges also sign warrants for police and building safety officials, and conduct civil hearings on dangerous dogs, stolen vehicles, and red light camera appeals.

Performance Measures/Indicators:

	2016/17 Actual	2017/2018 Estimated	2018/19 Projected
Trials	540	546	416
Cases set on trial docket	2,022	1,106	1,936
Cases on walk-in dockets (heard)	20,519	17,498	18,979
Cases on all other dockets	17,860	18,300	17,290
Cases seen in jail	14,603	12,724	13,526
Search Warrants signed	No figures kept	578	578
Code Enforcement Warrants signed	No figures kept	1,148	1,200
Bond forfeiture cases heard	402	447	500

Court Reporting Services

2018/19 Budget — \$84,246

The court reporter records, by machine shorthand, all the proceedings in the trial courtroom, including bench and jury trials, dockets, hearings, and pleas. The court reporter prepares all jury instructions and reviews every case docketed in the trial courtroom to ensure the Municipal Court's records are accurate and complete. The court reporter also assists the Clerk's office with many tasks relating to dockets.

Court Security

2018/19 Budget — \$148,943

- **Security staff** – Bailiffs are present during all courtroom dockets and defendant appearances. They provide constant threat assessment and security for those present – the Judge presiding, parties, witnesses, jurors and the general public. Bailiffs also provide security for the public area of the court building when they are not in the courtrooms. Bailiffs must receive training and effective September 1, 2017 are required to become certified court security specialists. Currently all bailiffs have received the proper courtroom security specialist training. Bailiffs require uniforms and equipment such as tasers.

- **Building Security** –Such items as security devices, locking mechanisms, video teleconferencing systems, metal detectors and surveillance equipment.

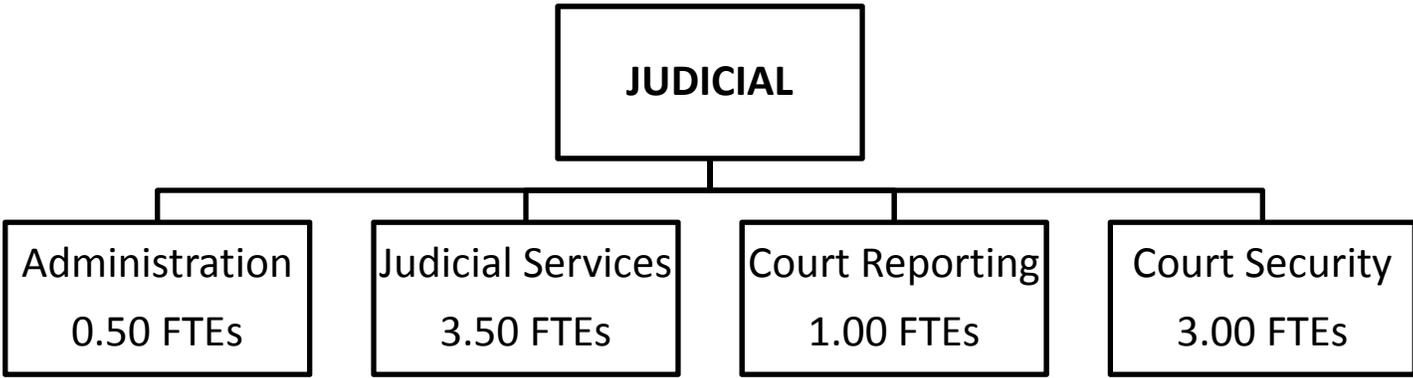
2018/19 Expenditures by Funding Source

General Fund	\$	553,142
Special Revenue Funds	\$	148,943

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	4	4	4
Part-time Positions	4	4	4
Total Positions	8	8	8

Total Judicial 2018/19 Budget - \$702,085



City of Amarillo
Department Staffing Report

Department: Judicial

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM110	MUNICIPAL COURT JUDGE	
1.00	CLR110	COURT REPORTER	
2.00		Total Permanent Positions	
Part-Time Positions			
3.00	HRL115	MUNICIPAL COURT JUDGE	
5.00		Total Department	474,733

Department: Court Security Fund

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
2.00	PRF145	SENIOR BAILIFF	
2.00		Total Permanent Positions	
Part-Time Positions			
1.00	HRL120	BAILIFF	
3.00		Total Department	139,211



**CITY OF AMARILLO
SUMMARY OF EXPENDITURES BY ACTIVITY CLASSIFICATION**

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
Administration			
1011 Mayor and Council	69,586	82,361	82,701
1020 City Manager	1,185,397	1,177,252	1,310,851
1022 Office of Strategic Initi	138,568	0	0
1023 Office of Public Communic	16,275	286,841	338,681
1030 Tourism & Economic Develo	2,964,077	2,960,642	2,671,948
1210 Legal	1,229,435	1,100,335	1,119,826
1220 City Secretary	423,333	337,441	398,712
1000 General Fund	6,026,671	5,944,872	5,922,719
Administration Total Expenditures	6,026,671	5,944,872	5,922,719





(1011)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 4,869	\$ 2,148	\$ 2,149
Supplies	8,233	7,200	7,200
Contractual Services	18,652	33,150	33,150
Other Charges	37,832	39,863	40,202
Total Expenses	\$ 69,586	\$ 82,361	\$ 82,701

Mission

The Mayor and City Council serve as the governing body for the City of Amarillo and establish and promote policies for the orderly growth and planned development of Amarillo.

Strategic Approach

The Mayor and Council serve as the policy-making body for the City, making final decisions on matters specified in the City's Charter and Code of Ordinances. This body also provides guidance and direction to the City Manager to develop, promote, and execute overall strategies; encourages the continued development, retention, and economic expansion of the City; reviews and considers planning and zoning matters; calls for and conducts public hearings; reviews and adopts the City's annual budget; approves appropriations, expenditures, and contracts; and actively recruits and encourages qualified citizens to serve on City boards and commissions.

The City adopted the **BluePrint for Amarillo** initiative, which sets a comprehensive strategic direction for the City Government in terms of focus, allocation of resources, and priorities. During this process, the Mayor and City Council identified eight Pillars of Future Vision they wish the City Manager to address in a comprehensive manner:

- Public Safety
- Economic Development and Redevelopment
- Civic Pride
- Highly Educated Population
- Fiscal Responsibility
- Customer Service
- Excellence in Communication
- Transportation

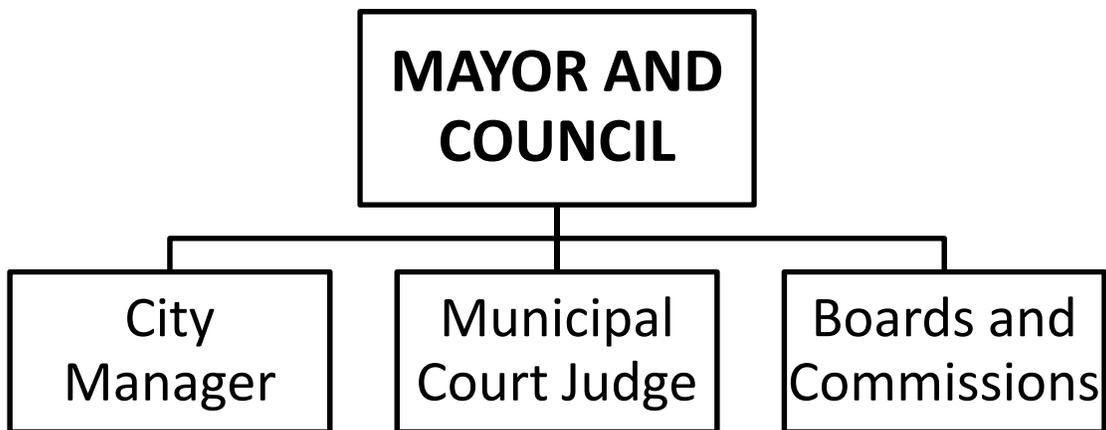
In addition to the Council Pillars, the City Council identified four City Manager Initiatives to support the City Council Pillars:

- Commitment to Safety
- Implementation of Best Practices
- Promote Innovation and Customer Service
- Public Service and Engagement

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	0	0	0
Part-time Positions	5	5	5
Total Positions	5	5	5

Total Mayor and City Council 2018/19 Budget — \$82,701

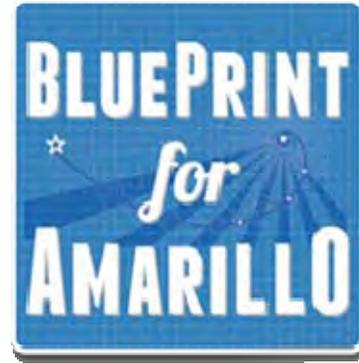


City of Amarillo
Department Staffing Report

Department: Mayor and Council

Number of Employees	Classification	Description	Personal Services Total
Part-Time Positions			
1.00	CAM100	MAYOR	
4.00	CAM110	CITY COMMISSIONER	
5.00		Total Part-Time Positions	
5.00		Total Department	2,149





(1020, 1030)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 1,082,637	\$ 1,086,184	\$ 1,219,022
Supplies	24,984	30,700	30,700
Contractual Services	3,226,787	3,063,492	2,788,298
Other Charges	28,634	32,518	19,779
Inter Reimbursements	(75,000)	(75,000)	(75,000)
Total Expenses	\$ 4,288,042	\$ 4,137,894	\$ 3,982,799

Mission

To professionally administer the policies and directives established by the Mayor and City Council and perform those organizational duties and responsibilities prescribed in the Amarillo City Charter. The City of Amarillo operates under the Council-Manager form of government and, as such, through the delegation and administration of his/her staff members, the City Manager directs, coordinates and facilitates the effective and cost-efficient delivery of all municipal services to the citizens of Amarillo.

Strategic Approach

With guidance and direction from the Mayor and City Council, the City Manager of Amarillo will develop, promote, and execute strategies that will provide for an attractive, economically vibrant, healthy and safe environment for the citizens of Amarillo and its visitors. Together with the executive team and department directors, the City Manager will develop, promote, and implement programs and policies that will broadly support these strategies and motivate all full- and part-time employees. As part of this process, the City Manager and staff will continue to cooperate and communicate with the various governmental entities, community boards, commissions, economic development entities, non-profits, civic organizations, school district, and other community partners to achieve success and be recognized as a progressive “Best Practice City.”

The City adopted the BluePrint for Amarillo initiative, which sets a comprehensive strategic direction for the City Government in terms of focus, allocation of resources, and priorities. During this process, the Mayor and City Council identified eight Pillars of Future Vision they wish the City Manager to address in a comprehensive manner:

- Public Safety
- Economic Development and Redevelopment

- Civic Pride
- Highly Educated Population
- Fiscal Responsibility
- Customer Service
- Excellence in Communication
- Transportation

In addition to the Council Pillars, the City Council identified four City Manager Initiatives to support the City Council Pillars:

- Commitment to Safety
- Implementation of Best Practices
- Promote Innovation and Customer Service
- Public Service and Engagement

As a result of adopting the BluePrint for Amarillo, organized work groups, focused around each pillar, have met to develop a framework for each pillar—identifying critical tasks and potential projects, establishing timelines, assessing the fiscal impact, and “reaching out” to the community for input. This process has played a key role in laying the foundation for the presentation of this budget to the City Council and citizens of Amarillo.

Programs

City Manager Department Administration/Support

2018/19 Budget — \$1,310,851

Manage and coordinate the development, writing, distribution and production of policies, procedures, projects, Council agendas and calendar, official correspondence, and other related verbal and written communication supported by a Deputy City Manager, two Assistant City Managers, City Secretary, Assistant City Secretary, and Assistant to the City Manager.

Tourism

2018/19 Budget — \$2,671,948

Provide professional expertise and guidance with matters pertaining to convention and tourism activities. Functions include coordinating the assistance of the City organization and staff with convention and tourism activities and assisting in development of new policies and programs to encourage tourism growth in the Amarillo community.

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	6	6	6
Part-time Positions	0	0	0
Total Positions	6	6	6

Total City Manager 2018/19 Budget — \$3,982,799

CITY MANAGER



Administration/Support
6.00 FTEs

City of Amarillo

Department Staffing Report

Department: City Manager

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM001	CITY MANAGER	
1.00	ADM010	ASSISTANT CITY MANAGER	
1.00	ADM011	ASSISTANT CITY MANAGER	
1.00	ADM012	DEPUTY CITY MANAGER	
1.00	ADM015	ASSISTANT TO THE CITY MANAGER	
1.00	MGT525	DEVELOPMENT CUSTOMER SERVICE COORDINATOR	
6.00		Total Permanent Positions	
6.00		Total Department	1,219,022



(1210)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel	\$ 674,187	\$ 808,571	\$ 1,049,834
Supplies	48,197	38,543	38,543
Contractual Services	480,195	237,395	15,335
Other Charges	26,856	15,826	16,114
Total Expenses	\$ 1,229,435	\$ 1,100,335	\$ 1,119,826

Mission

The City Attorney is the chief legal officer for the entire municipal corporation. The attorneys in this department are obligated to represent and seek the good of the city government, not necessarily the interest of any particular official or department.

Strategic Approach

Represent the City of Amarillo, its employees, and officials when they are sued in their official capacity, in all venues, including State court, Federal court, or regulatory agencies. Represent the State of Texas in Municipal Court through the Legal department's prosecutors. Also conduct negotiations of various kinds.

Offer legal advice and counsel to City Council, departments, and officials regarding the legal aspects of City government operations and policies. The legal expertise required is as diverse as the operations of the City government: Human Resources, Health, Aviation, Police, Fire, Animal Control, Purchasing, Planning, Economic Development, Public Works, Building Safety, Finance, Housing, Utilities, Transit, Parks, and all of the others.

Prepare or review all kinds of legal documents (such as ordinances, contracts, and deeds) necessary for City government to accomplish its varied functions.

Provide legal services and support to (i) closely affiliated agencies such as the Amarillo Hospital District, Amarillo-Potter Events Venue District, Amarillo Local Government Corporation, Amarillo Metropolitan Planning Organization; and, (ii) Interlocal Emergency Management functions. Also provide information to citizens and the news media.

Programs

**Legal Department Administration and Support
2018/19 Budget — \$335,948**

Provide daily support and assistance to the members of the department. Serve as administrative liaison to the City Council, City Manager, City Secretary, and other City departments. Prepare correspondence, documents, and forms as required.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Correspondence reviewed	*	500	600
Document preparation	*	300	340

**Information not available*

**Legal Department Criminal Section
2018/19 Budget — \$335,948**

Perform all legal services related to processing and presentation of criminal complaints filed in the Municipal Court. Perform some civil hearing management as well.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Bench trials	*	70	80
Jury trials	*	130	140
Attorney dockets	*	70	75
Revocation dockets	*	70	70
Civil hearings	*	10	12
Bond forfeiture hearings	*	4	4
Appeal hearings	*	2	2

**Information not available*

**Legal Department Civil Section
2018/19 Budget — \$447,930**

Review and prepare contracts and agreements as requested by all City departments. Also, all documents related to real estate transactions and management by the City are reviewed, drafted, and redrafted. Process Texas Public Information Act requests through statutorily required deadlines and administrative procedures.

Review and analyze state and federal legislation and court decisions applicable to City. Draft ordinances and resolutions for Council action. Prepare and review memoranda regarding legislation for Council and staff.

Provide advice to the City Council, City Manager, and all City departments regarding the interpretation and application of State and Federal laws. Draft and redraft ordinances and resolutions as requested. Provide legal advice and counsel to all City departments on the interpretation of City ordinances.

Provide advice and consultation to Risk Management and all departments on processing and considering claims against the City for damages and injury. Provide litigation defense and prosecution for the City and all departments; monitor and oversee claims and litigation work of retained counsel. Prepare reports and recommendations on pending claims and litigation, as requested.

Support administrative and judicial enforcement activities of various city departments, including Fire Marshal, Code Enforcement, Planning, Zoning, Building Inspection, and like matters. File and prosecute administrative and civil enforcement actions to secure compliance with City codes and regulations.

Provide a wide range of high level professional legal services to the law enforcement city departments: Police, Airport Police, Fire, Fire Marshal, and Animal Management & Welfare.

Performance Measures/Indicators:

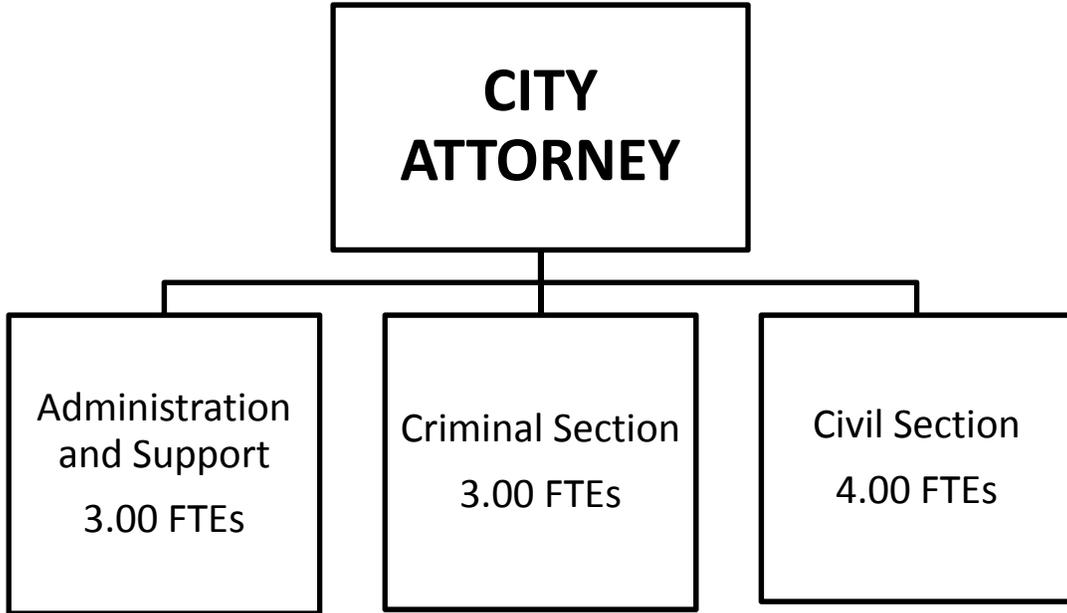
	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Contracts/agreements drafted	*	110	120
Real estate documents drafted	*	30	30
Public Information Requests	*	300	400
Federal/State legislation/court decisions reviewed	*	200	200
Ordinances and resolutions drafted	*	200	200
Legal opinions	*	30	35
Civil Service personnel matters reviewed	*	24	24
Claims inquiries/reviews	*	25	25
Demand letters/contacts	*	10	20
Administrative proceedings	*	6	6
Judicial proceedings	*	5	5
Police Public Information Requests	*	80	85
Police Public Information Act Attorney General letters	*	58	60

**Information not available*

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	10	10	10
Part-time Positions	0	0	0
Total Positions	10	10	10

Total City Attorney 2018/19 Budget — \$1,119,826

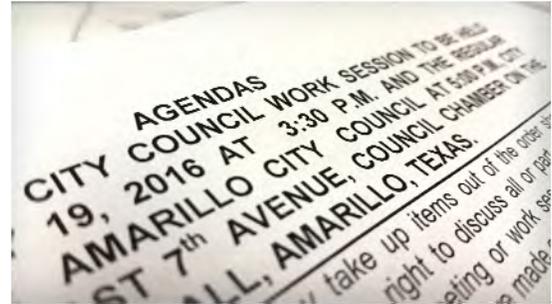


City of Amarillo
Department Staffing Report

Department: **Legal**

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM070	CITY ATTORNEY	
1.00	ADM071	DEPUTY CITY ATTORNEY	
2.00	ADM075	SENIOR ASST. CITY ATTORNEY	
1.00	ADM078	ASSISTANT CITY ATTORNEY	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
1.00	PRF070	LEGAL ASSISTANT	
2.00	PRF071	ATTORNEY I	
1.00	PRF072	ATTORNEY II	
10.00		Total Permanent Positions	
10.00		Total Department	1,049,834





(1220)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 244,165	\$ 200,404	\$ 212,188
Supplies	156,090	114,600	164,600
Contractual Services	4,725	6,840	4,100
Other Charges	18,353	15,597	17,824
Total Expenses	\$ 423,333	\$ 337,441	\$ 398,712

Mission

To identify and respond to the issues, concerns, and needs of the Mayor and City Council, City staff, and citizens of Amarillo.

Strategic Approach

The City Secretary's department prepares the City Council agenda and minutes, manages the official city records and contracts, administers the record management program, and is responsible for conducting municipal elections. The Assistant City Secretary also serves as the City's Records Management Officer and is responsible for developing and administering records retention and destruction policies and monitoring the records storage center.

The City Secretary's department coordinates the recruitment, application, and appointment process for City Council appointed boards, commissions, and committees.

In addition to the duties listed above, the City Secretary serves as custodian of the City corporate seal and attests the Mayor's signature on all official documents; records and files deeds and easements; coordinates the codification of the City ordinances into the City Code of Ordinances; publishes legal ads, public notices, and agendas; and develops and oversees the City Secretary's departmental budget. The City Secretary is also the Local Registrar. As in many other cities, the City Secretary's department serves as a resource for citizens and a link between citizens and the City organization.

Programs

City Management Clerical Support 2018/19 Budget — \$59,807

Provide clerical support to the City Manager, Deputy City Manager, and Assistant City Managers.

**City Secretary Council and Board Support
2018/19 Budget — \$79,742**

Provide clerical support to the Mayor, Council, and Boards.

**City Secretary Election Management
2018/19 Budget — \$29,903**

Hold regular and special elections.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Number of ordinances	59	65	62
Number of resolutions	89	96	92
Number of elections held	2	2	2

**City Secretary Records Management
2018/19 Budget — \$159,485**

Develop and administer records retention and destruction policies. Monitor the records storage center. Add transparency documents on website.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Record Destruction – number of boxes destroyed	300	500	500
Number of City records scanned	351,549	325,000	350,000
Training and education of City employees	35	0	45
Open Records Requests (Citywide)	687	760	840

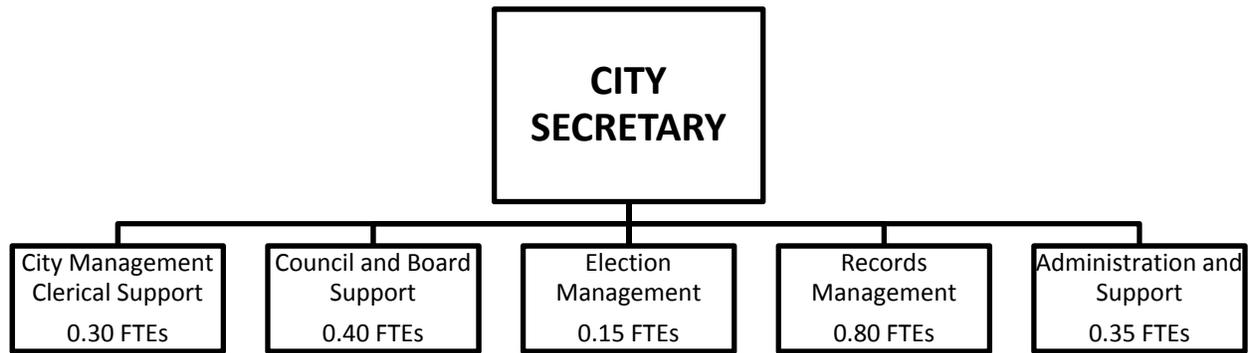
**City Secretary Department Administration/Support
2018/19 Budget — \$69,775**

Administers and supports the City Secretary department.

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	2	2	2
Part-time Positions	0	0	0
Total Positions	2	2	2

Total City Secretary 2018/19 Budget - \$398,712



City of Amarillo
Department Staffing Report

Department: City Secretary

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM020	CITY SECRETARY	
1.00	ADM025	ASSISTANT CITY SECRETARY	
2.00		Total Permanent Positions	
2.00		Total Department	212,188



(1023)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 16,127	\$ 256,841	\$ 308,275
Supplies	148	4,000	4,000
Contractual Services	-	9,000	9,000
Other Charges	-	17,000	17,406
Total Expenses	\$ 16,275	\$ 286,841	\$ 338,681

Mission

The Office of Public Communications and Community Engagement strives to communicate and market City of Amarillo programs, services, and events in a timely and targeted approach to educate the public about their City government.

Strategic Approach

The Office of Public Communications and Community Engagement is responsible for promotion of the City's services and programs in creative and innovative ways in addition to traditional methods. Straightforward messaging allows for citizens to be informed, involved and updated on current City government issues. The Public Communications and Community Engagement office serves as the initial City contact liaison for all media inquiries, along with resident inquiries, questions and concerns about City issues, operations, programs and services.

Programs

Public Communications and Community Engagement

2018/19 Budget — \$338,681

The Public Communications and Community Engagement Office focuses on four major areas including communications, marketing, networking, and technology. As the backbone of the Excellence in Communications pillar, the Office enhances communications in a prompt and proactive manner by building relationships with news media partners and key stakeholders, while providing accurate and timely information to the public. Public Communications develops branding and marketing campaigns for all departments seeking input and is capable of producing quality multi-media products which enhances communications and promotes City programs.

Additional responsibilities of this Office include the *In the Know ...* employee newsletter, social media oversight, media management, public relations, messaging/branding, crisis communications, and, in the case of an emergency, the City's Press Information Officer (PIO).

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Number of Press Releases Issued	185	175-200	175-200
Number of News Media Stories Related to Press Releases	519	600	600
Percent Overall City Messaging in News Media	16%	20%	20%
Number of Media Calls (E-mails and Texts):	1,232	750	750
Total Interactions between City and News Media (including direct contact, press releases, and online City subject features)	3,241	2,300	2,300
Overall Media Public Image Rating*	0.95	0.95	0.95
Social Media:			
FACEBOOK Followers	3,564	6,407	10,000
TWITTER Followers	758	3,996	5,500
INSTAGRAM Followers	N/A	802	1,200
"In the Know ..." Employee E-Newsletter (Began this service on 9/14/15)	28	24	24
Print and Digital Media Pieces	N/A	91	300
Photography requests	N/A	25	60
Event/Social Video Requests	N/A	15	40

*A Public Image Rating (PIR) is assigned to each media event based on a variety of factors including stories tone, accuracy of information, if the reporting is balanced, etc. The PIR scale includes 0 (negative), 1 (neutral), and 2 (positive). All events are averaged to obtain the overall PIR as reported in the table.

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	0	3	3
Part-time Positions	0	0	1
Total Positions	0	3	4

Total Public Communications 2018/19 Budget — \$338,681

**PUBLIC
COMMUNICATIONS**

Public Communications and
Community Engagement
4.00 FTEs

City of Amarillo

Department Staffing Report

Department: Office of Public Communications

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM002	DIRECTOR OF COMMUNICATIONS	
1.00	PRF010	MARKETING MANAGER	
1.00	PRF015	COMMUNICATIONS MANAGER	
3.00		Total Permanent Positions	
Part-Time Positions			
1.00	HRL920	COLLEGE INTERN	
4.00		Total Department	308,275

CITY OF AMARILLO
SUMMARY OF EXPENDITURES BY ACTIVITY CLASSIFICATION

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
Support Services			
1110 Human Resources	913,000	974,643	991,637
1120 Risk Management	300,200	308,049	309,103
1231 Radio Communications	459,552	355,268	713,543
1251 Custodial Services	1,623,115	1,647,390	1,666,784
1252 Facilities Maintenance	2,243,925	2,319,525	2,421,089
1315 Finance	1,010,840	1,105,448	1,118,658
1320 Accounting	1,190,995	1,193,802	1,206,681
1325 Purchasing	569,057	605,990	607,611
1340 Health Plan Administratio	249,301	264,267	247,684
1345 Central Stores	367,608	377,797	361,655
1350 General Fund Transfers	12,146,200	9,512,524	12,786,971
1000 General Fund	21,073,793	18,664,703	22,431,416
6100 Fleet Services Fund			
Support Services			
61110 Fleet Services Operation	8,888,670	9,029,221	9,318,244
61120 Equipment Replacement	12,973,013	14,734,429	14,225,461
6100 Fleet Services Fund	21,861,683	23,763,650	23,543,705
6200 Information Technology Fund			
Support Services			
62010 IT Administration	934,747	771,722	793,206
62021 IT Enterprise Applicatio	1,297,395	1,428,232	1,706,723
62022 IT Support	821,935	633,483	417,619
62023 IT Print Services	144,737	160,000	51,717
62024 IT GIS	167,137	149,632	134,704
62031 IT Public Safety	311,422	321,685	304,729
62032 IT Infrastructure	1,072,634	775,468	1,003,696
62033 IT Telecom	1,151,329	887,600	1,057,007
62040 IT Security Department	427,838	294,359	0
62110 IT Administration	0	0	0
62120 IT Operations	0	0	0
62130 IT Systems	0	0	0
62140 IT Infrastructure & Supp	77,858	0	0
62150 IT Capital	0	1,119,795	1,227,645
62160 IT Public Safety	0	0	0
62170 IT GIS	0	0	0
62180 IT Print Services	0	0	0
62190 Telecommunication	0	0	0
6200 Information Technology Fu	6,407,032	6,541,976	6,697,046

CITY OF AMARILLO
SUMMARY OF EXPENDITURES BY ACTIVITY CLASSIFICATION

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
6300 Risk Management Fund			
Support Services			
63110 Self Insurance General	704,487	579,139	606,092
63115 Unemployment Claims	66,391	75,256	75,656
63120 Fire & Extended Coverage	892,854	722,991	807,237
63125 Workers Compensation	2,684,135	2,496,586	3,027,202
63160 General Liability	605,375	443,238	443,385
63170 Police Professional	188,000	176,155	184,963
63185 Automobile Liability	275,025	394,463	407,742
63190 Auto Physical Damage	484,694	498,620	525,330
63195 City Property	1,043	0	0
6300 Risk Management Fund	5,902,004	5,386,448	6,077,607
6400 Employee Insurance Fund			
Support Services			
64100 Health Plan	21,165,036	21,353,415	23,246,815
64200 Dental Plan	1,012,670	1,110,665	1,135,546
64300 City Care Clinic	907,506	829,072	714,376
6400 Employee Insurance Fund	23,085,212	23,293,152	25,096,737
6500 Employee Flexible Spnding			
Support Services			
65100 Employee Flex Plan	567,249	557,800	557,800
6500 Employee Flexible Spnding	567,249	557,800	557,800
Support Services Total Expenditures	78,896,973	78,207,729	84,404,311



(1110)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 494,620	\$ 635,946	\$ 655,624
Supplies	190,544	151,814	151,814
Contractual Services	212,734	161,546	161,546
Other Charges	15,102	25,337	22,653
Total Expenses	\$ 913,000	\$ 974,643	\$ 991,637

Mission

To provide high-quality Human Resource services to all prospective, current and past employees.

Strategic Approach

The Human Resources department is a key business partner responsible for designing and implementing strategies for the City in the areas of recruitment/selection, training and development, organizational development, employee relations and compensation. This department is a conduit to recruit, develop, and retain quality employees who are the foundation for building a vibrant workforce and a thriving community. These “human assets” deliver our core services in alignment with the vision set forth in the City Council’s Pillars.

Human Resources has four main goals and objectives:

Goal 1: Promote organization sustainability by recruiting, retaining, and developing an outstanding workforce. The objective is to foster and maintain a work and learning environment that is inclusive, welcoming, and supportive.

Goal 2: Work to expand and enhance the Human Resources department image. The objective is to promote community engagement.

Goal 3: Partner with local organizations to educate and mentor. The objective is to create and maintain a productive internship program.

Goal 4: Ensure availability of information, programs, and Human Resources services. The objective is to work with the IT department to implement new HR/Payroll technology to increase convenience to all of our customers.

Programs

Human Resources Administration and Support (Policies and Procedures)

2018/19 Budget — \$99,165

Human Resources Administration and Support develops policies and procedures to be used by City employees, assures consistent and fair administration of policies and procedures, and processes timely and accurate changes in employee status and payroll.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
City-wide policies updated and/or revised	No Data	30%	30%

Total Rewards – Compensation and Benefits

2018/19 Budget — \$198,327

Compensation and Benefits includes the review and maintenance of the classification and compensation systems. This program was also responsible for conducting and completing a compensation study, which is in alignment with the **BluePrint for Amarillo's Best Practice** initiative. From the completion of the compensation study, at a minimum, all employees who fell below their newly assigned pay grade had their salary raised to the new minimum of that pay grade. Position reclassifications and/or salary adjustments are evaluated upon request to assist departments and allow for minimal interruptions within the overall City organization.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Classification/Reclassification requests completed within 14 days	No Data	75%	75%

Employee Development and Training

2018/19 Budget — \$198,327

Employee Development and Training entails the promotion of learning and growth, while working with management to ensure sufficient and adequate training organization-wide by increasing the number of training hours per employee. This is another **Best Practice** initiative. In an effort to ensure that the City personnel are equipped, the Human Resources department is continually assessing organizational training needs and implementing training programs.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
City-wide/Annual Core Training	No Data	87%	96%

Employment Sourcing and Recruitment

2018/19 Budget — \$198,327

The Employment Sourcing and Recruitment program recruits and retains a diverse, skilled workforce while reducing the amount of involuntary terminations and maintaining/reducing the overall City-wide turnover rate. In an effort to attract qualified and diverse candidates, Human Resources is working with departments to collaboratively develop specialized recruitment efforts.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Job vacancies posted	400	450	450
New hires	633	650	650

Employee Relations

2018/19 Budget — \$99,164

Employee Relations is responsible for counseling managers, supervisors, and employees, as well as administering the Employee Grievance Process. The Human Resources department, through the City's Health Plan, offers an Employee Assistance Program (EAP). The Human Resources Director serves as a liaison, for the EAP and the employee, to ensure that all EAP guidelines are followed by those employees who utilize the EAP as a resource.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Grievances resolved prior to passing from HR control	No Data	90%	90%

** Currently not tracking this data. Implementing ways to track going forward

Performance Management (Appraisals)

2018/19 Budget — \$198,327

Performance Management administers the Performance Appraisal process. This process is to retain the best performance and quality in the workforce. Performance Appraisals are completed at an employee's first six months of service in the position and annually thereafter.

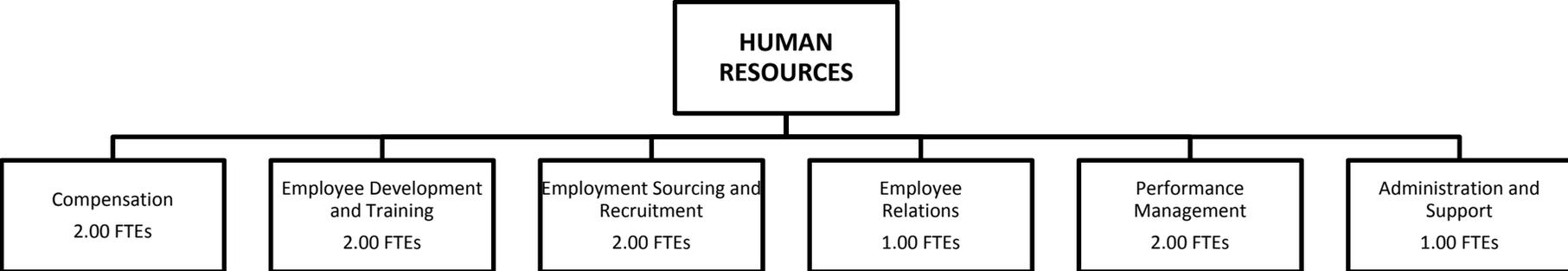
Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Employee performance appraisals	1,501	1,648	1,600

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	8	8	8
Part-time Positions	2	2	2
Total Positions	10	10	10

Total Human Resources 2018/19 Budget - \$991,637



City of Amarillo

Department Staffing Report

Department: Human Resources

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM600	DIRECTOR OF HUMAN RESOURCES	
1.00	ADM601	HUMAN RESOURCES MANAGER	
3.00	CLR941	ADMINISTRATIVE TECHNICIAN	
1.00	MGT601	SENIOR HR GENERALIST	
1.00	PRF017	TRAINING COORDINATOR	
1.00	PRF250	HUMAN RESOURCE GENERALIST	
8.00		Total Permanent Positions	
Part-Time Positions			
2.00	HRL904	ADMINISTRATIVE ASSISTANT	
10.00		Total Department	655,624



(1231)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 364,644	\$ 283,222	\$ 270,281
Supplies	11,508	18,332	19,518
Contractual Services	45,838	52,850	416,526
Other Charges	38,993	10,864	17,218
Inter Reimbursements	(1,431)	(10,000)	(10,000)
Total Expenses	\$ 459,552	\$ 355,268	\$ 713,543

Mission

Provides radio communications services and systems to the City's public safety and field operations departments in a cost-effective and efficient manner while ensuring interoperability with supporting agencies.

Strategic Approach

The Radio Communications department strives to address the operational communication needs of the City's public safety and field operations departments. Through the Radio Shop, the department operates and maintains the radio communications system infrastructure, installs communications equipment in public safety and field operations vehicles, provides repair services for communications equipment, and maintains the outdoor warning system.

Currently, the department is managing a community investment project to replace the existing legacy VHF/UHF analog radio communications system with a modern 700/800 MHz P25 digital trunked radio communications system. The project will address the infrastructure and capacity shortcomings of the existing system and provide for the needs of system users for the next 15 to 20 years.

As outlined in the **BluePrint for Amarillo**, Radio Communications is actively supporting all of the City Council's Pillars with a focus on **Public Safety, Customer Service, Fiscal Responsibility, and Excellence in Communication**. Radio Communications also follows all of the initiatives outlined by the City Manager.

Radio Communications is actively working to improve data collection on services provided by the department. Performance metrics are being developed to track number of services, time, materials, and costs for the following elements:

- Service Calls
- Radio Repair Services
- Siren Repair Services

- Vehicle Installation Services (public safety and non-public safety)
- Vehicle Strip-Out Services (public safety and non-public safety)

Programs

Radio Communications Department Administration/Support

2018/19 Budget — \$64,219

This program provides administration and support for day-to-day operations and project management for the department.

- Provides administration and support of department funds and community investment projects
- Provides project management for replacement of the City’s radio communications system
- Supports City priorities and initiatives as requested by management

Radio Communications System Operations and Maintenance

2018/19 Budget — \$585,105

This program provides for the operation and maintenance of the City’s radio communications system that provides two-way radio communications for public safety and field operations personnel. The Radio Shop operation provides installation, maintenance, and repair services for the radio communications system, vehicles, and end-user radios.

- Maintains the radio communications system infrastructure including towers, repeaters, receivers, communications links, and supporting components
- Provides radio frequency management services to include programming and optimizing of infrastructure components and end-user radio equipment and frequency licensing
- Provides and maintains radio communications system components to support the Amarillo Emergency Communications Center (AECC), emergency operations facilities, and field command and control units
- Provides emergency and radio equipment installation services for the public safety fleet
- Provides radio equipment installation services for field service fleet
- Provides radio equipment maintenance and service support
- Provides installation and maintenance support for other City communications systems
- Maintains availability of Radio Communications Technicians to ensure the operability of the radio communications systems

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Tower/Transmitter Sites:	22	18	20
Public Safety Agency Channels (FCC licensed repeater/simplex):	13/7	12/0	24/4
Field Operations Department Channels (FCC licensed repeater):	11	11	11
Radio Repeaters:	24	22	58
Channel Receivers (Public Safety Channels):	48	48	48
Public Safety End-User Radios:	1,143	1,342	1,500
Field Operations End-User Radios:	766	766	766

Outdoor Warning System Operations and Maintenance 2018/19 Budget — \$64,219

This program provides for the operation and maintenance of the community outdoor warning system. The Radio Shop operation coordinates installation and provides maintenance and repair services for the outdoor warning sirens, control systems, and radio communications components.

- Provides for the maintenance of the community outdoor warning system, including the outdoor warning sirens, control systems, and radio communications components
- Manages the installation of new and replacement outdoor warning sirens, control systems, and radio communications components

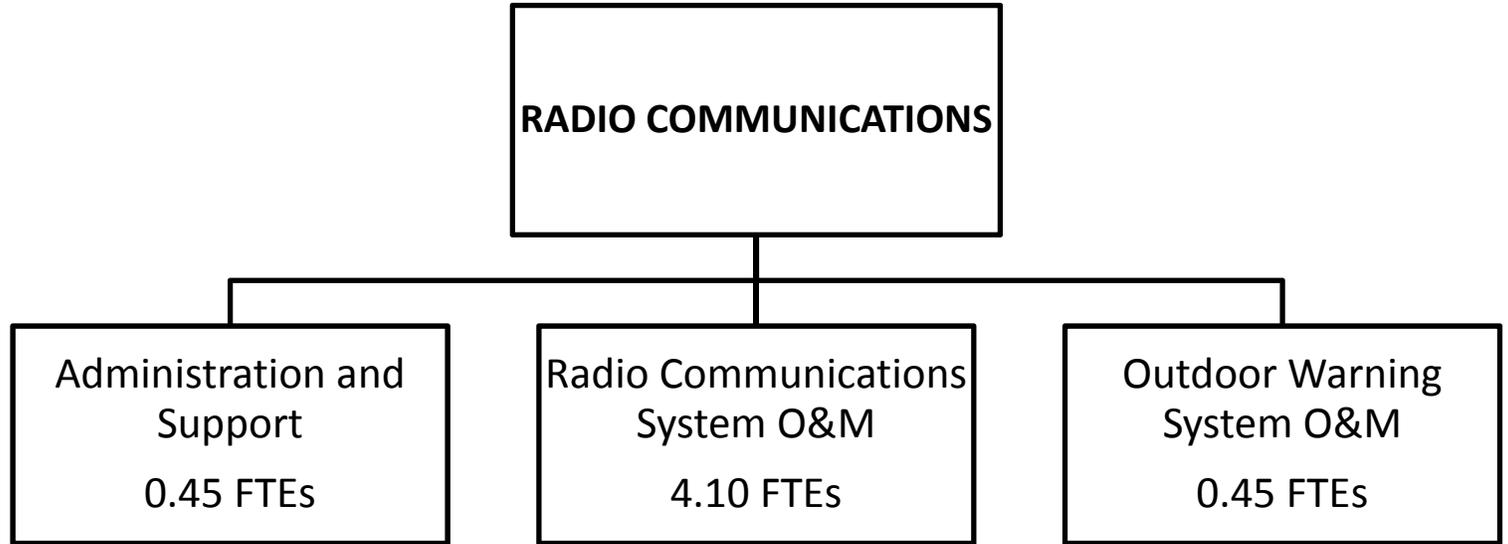
Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
City of Amarillo Outdoor Warning Sirens	58	60	62
Pantex Plant Emergency Planning Zone Outdoor Warning Sirens	7	7	7
Potter County Outdoor Warning Sirens	10	10	10
Randall County Outdoor Warning Sirens	14	15	15
Lake Tanglewood Sirens	0	2	2
Armstrong / Carson Sirens	3	3	3
Total Outdoor Warning Sirens	92	96	98

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	8	6	5
Part-time Positions	0	0	0
Total Positions	8	6	5

Total Radio Communications 2018/19 Budget — \$713,543



City of Amarillo

Department Staffing Report

Department: Radio Communications

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
0.50	CLR410	ADMINISTRATIVE ASSISTANT III	
1.00	MGT665	RADIO COMMUNICATION SUPERVISOR	
3.50	TEC901	COMMUNICATIONS TECHNICIAN	
5.00		Total Permanent Positions	
5.00		Total Department	270,281





(1251,1252)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 2,779,469	\$ 2,942,204	\$ 2,977,105
Supplies	532,881	708,103	697,946
Contractual Services	469,972	521,301	521,301
Other Charges	85,028	120,619	216,833
Inter Reimbursements	(310)	(325,312)	(325,312)
Total Expenses	\$ 3,867,040	\$ 3,966,915	\$ 4,087,873

Mission

To maintain, design, and construct facilities for the City of Amarillo. To keep employees and citizens in a safe, secure, and professional work environment. To utilize **Best Practices** to meet the guidelines set by City Management and industry standards.

Strategic Approach

Maintain City facilities with daily inspections of mechanical systems. Sustain a fully operational custodial staff to address 500,000 square feet of floor space and a fully operational staff to work on HVAC, mechanical, electrical, and structural issues. Maintain an architectural staff for design work on both new and old structures. Conduct project management for CIP projects to control costs and assure that local, state, and federal codes are met. Work with the City Manager's office in implementing the **BluePrint for Amarillo** and **Downtown Redevelopment** initiatives.

Continue implementing the guidelines set forth by the City Manager's office with the **BluePrint for Amarillo**. The main focus will be to identify issues that need to be addressed in **Infrastructure**, **Downtown Redevelopment**, and **Best Practices** in the department's operations. Control costs, timelines, and quality of work while continuing to seek input from the City Manager's Office, City Council, and Community Engagement efforts.

Programs

Administration and Project Management

2018/19 Budget — \$390,498

Provide oversight on City-owned construction projects to monitor timelines, costs, changes, punch lists, and overall quality of work. Work in conjunction with architects, engineers, and customers to assure

complete and correct designs before construction. Develop construction estimates for budgeting and approved projects. Work with the City Manager’s department on goals and needs for structural projects requested. Work with general contractors on bid projects to maintain timelines, costs, changes, punch lists, and overall quality of work performed.

Maintenance/Building Automation and Security/Fire Systems
2018/19 Budget — \$1,249,594

Perform plumbing repairs on water and sewer. Perform electrical repairs including power, lights, motors, and minor equipment. Perform structural service repairs on walls, ceilings, paint, roofs, door locks, and other structural issues. Perform HVAC service repairs of package cooling systems, chillers, boilers, radiant heaters, closed loop systems, blowers and other heating and cooling systems. Perform miscellaneous maintenance, including hanging displayed items, painting walls, repairing floors, replacing glass, working on furnishings, and moving equipment and furnishings. Work with elevator contractor on service of units and annual inspections. Maintain key inventory and manufacture replacement keys as needed. Perform snow removal from City buildings and administer 24-hour service to emergency operations buildings. Provide design and installation of new systems as well as daily monitoring of existing environmental control systems. Administer daily monitoring of building security systems. Service both Building Automation and Security Systems. Report to department directors of security violations. Review reports on building automation to maintain energy efficiencies. Work with Police department on approved clearances for employees. Create all new employee identification badges and replacements. Maintain and install video monitoring systems. Provide monthly inspections of dates on hand-held extinguishers. Provide replacements or refurbishments of outdated units. Inspect pump systems on a quartile rotation. Coordinate with outside source for certified inspections of range hoods and other systems.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total Square Footage Serviced	1,733,465	2,006,963	2,100,500
HVAC Service Calls	315	1,330	1,397
Plumbing Service Calls	310	2,650	2,783
Electrical Service Calls	439	2,786	2,925
Building Maintenance Calls	1,598	8,286	8,700
Total Workorders Processed	2,733	16,650	17,483
City Labor Cost / Average Market Cost (per hour)	*	\$30.07/\$66.67	TBD

**Information not available*

Construction
2018/19 Budget — \$546,698

Provide new electrical services, wiring of structures, design, lighting, and remodel work. Complete HVAC installation of new package systems, chillers, boilers, duct systems, heat exchangers, cooling towers, and radiant heating systems. Complete structural work, erection of metal buildings, building of new work stations, construction of new work areas, concrete work, framing, drywall, floors, and finishes. Coordinate utility work (digging trenches, overhead services) and work with utility suppliers.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Number of construction projects	27	18	20

Architectural

2018/19 Budget — \$234,299

Provide complete sealed plan sets for new construction projects. Provide complete sealed plan sets for remodels. Coordinate with outside engineers for plan overlays. Monitor projects and progress. Maintain historical construction documents of City structures.

Custodial

2018/19 Budget — \$1,666,784

Provide daily service of occupied work areas including cleaning floors, emptying trash, dusting, vacuuming, and other needs as communicated. Monitor large common areas for floor maintenance and the need for stripping, waxing, buffing, and shampooing. Change lights afterhours to lessen impact to the public and staff. Create maintenance reports for Facilities department on items found during the course of performing regular duties.

Performance Measures/Indicators:

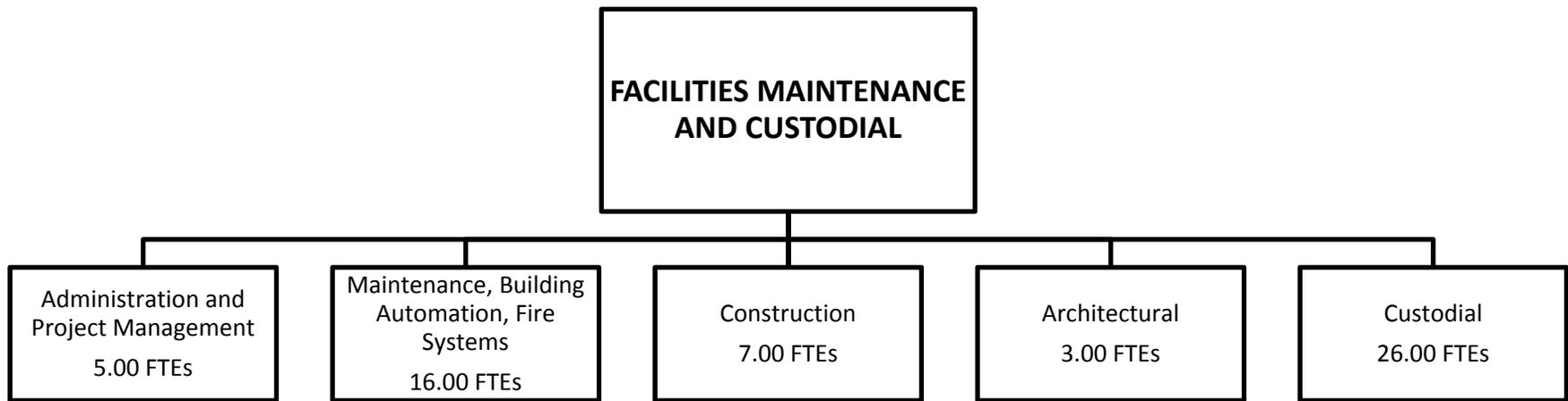
	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Square feet cleaned by each custodian each night (512,895 sq ft divided by 23 custodians)*	20,915	22,299	23,100
Square feet per hour cleaned by each custodian/Cost Annual	2,208'/\$2.75	3,185'/\$3.21	3,185'/\$3.22
Number of custodial calls	75	85	90

**2016/2017 square foot increase to 501,975 divided by 24 = 20,915*

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	56	57	57
Part-time Positions	0	0	0
Total Positions	56	57	57

**Total Facilities and Custodial Department 2018/2019 Budget –
\$4,087,873**



City of Amarillo

Department Staffing Report

Department: Custodial Services

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
2.00	TRD046	CUSTODIAN III	
1.00	TRD047	CUSTODIAN II	
23.00	TRD910	CUSTODIAN I	
26.00		Total Permanent Positions	
26.00		Total Department	1,076,554

Department: Facilities Maintenance

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM060	FACILITIES & SPECIAL PROJECTS ADMINISTRATOR	
2.00	ADM061	ASSISTANT FACILITIES MANAGER	
1.00	CLR410	ADMINISTRATIVE ASSISTANT III	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
2.00	PRF060	FACILITIES COORDINATOR L	
1.00	PRF061	FACILITIES COORDINATOR II	
2.00	TEC107	SPECIAL PROJECTS MANAGER	
2.00	TEC115	BAS CONTROL TECHNICIAN	
1.00	TEC215	DESIGN TECHNICIAN II	
1.00	TRD060	ELECTRICIAN II	
11.00	TRD906	BUILDING MECHANIC III	
3.00	TRD915	ELECTRICIAN I	
3.00	TRD930	UTILITY WORKER	
31.00		Total Permanent Positions	
31.00		Total Department	1,900,551





(1315)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 458,867	\$ 502,060	\$ 499,294
Supplies	20,795	7,550	16,250
Contractual Services	530,638	590,125	597,079
Other Charges	5,638	5,713	6,035
Inter Reimbursements	(5,098)	-	-
Total Expenses	\$ 1,010,840	\$ 1,105,448	\$ 1,118,658

Mission

To promote and maintain excellence and efficiency in the accounting, budgeting, and reporting functions of the City.

Strategic Approach

The Finance department is responsible for the administration of the City's financial activities as described in Article V., Section 27 of the City Charter and strives to fulfill the Council Pillar of **Fiscal Responsibility**, as defined in the **BluePrint for Amarillo**, related to all financial matters.

The Finance department provides multiple programs each year including Finance department administration, cash and debt management, financial reporting and budgeting, internal control, pension administration, fiscal agent services, and property tax analysis.

The Finance department will utilize funding for FY 2018/19 to ensure proper budgeting, accounting, and reporting of all City of Amarillo financial information in accordance with applicable accounting pronouncements, laws, and bond covenants. The funding will help maintain favorable bond ratings for the City of Amarillo, ensure proper internal controls are in place, and make sure all property taxes are correctly calculated and reported.

Programs

Finance Department Administration

2018/19 Budget — \$230,231

Provide management and oversight to the Accounting, Central Stores, Purchasing, Vital Statistics, and Utility Billing divisions.

Preserve the safety and liquidity of City investments, while maximizing interest earnings. Monitor the City’s banking relationships to verify that the City is in compliance with all State regulations and ensure protection of City assets.

During FY 2017/18, the Finance department received certification from the Government Treasurer’s Organization of Texas (GTOT) on the City’s investment policy, which is in line with **Fiscal Responsibility**. This was the second time the City participated in this certification program, which is good for two years.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total Operating Costs Managed (millions)	\$37.8	\$37.0	\$39.9
Total Positions Managed	77	79	79
Public Funds Investment Act Compliance	100%	100%	100%
Quarterly Investment Reports Presented to Council	4/100%	4/100%	4/100%
GTOT Investment Policy Certification (years)	2	3	4

**Debt Management
2018/19 Budget — \$23,920**

Issue debt in such a fashion that both the citizens and bondholders are protected. Ensure all debt payments are made in a timely manner and in accordance with debt covenants.

Each year, the Finance department analyzes the debt per capita ratio in comparison to peer cities as part of **Fiscal Responsibility**. This information is provided to Council and citizens for comparison purposes.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
GO Bonds (S&P)	AAA	AAA	AAA
Water & Sewer Revenue Bonds (S&P)	AAA	AAA	AAA
Water & Sewer Revenue Bonds (Moody’s)	Aa1	Aa1	Aa1
Drainage Utility Revenue Bonds (S&P)	AAA	AAA	AAA
HOT Revenue Bonds (S&P)	A+/Stable	A+/Stable	A+/Stable
Compliance with Bond Covenants	100%	100%	100%
Debt per Capita*	\$1,226.47	\$1,630.00	\$1,730.00
Amount of Debt Outstanding	\$307,410,277	\$391,008,599	\$415,000,000

**Excludes Water Authority Debt*

**Financial Reporting and Budgeting
2018/19 Budget — \$224,252**

Ensure timely, accurate reports are available to City departments and external users. Facilitate preparation of adopted budgets in accordance with State law. Submit Comprehensive Annual Financial Reports (CAFR), adopted budgets, and Popular Annual Financial Reports (PAFR) to the Government Finance Officers Association (GFOA) each year for formal review and certification in accordance with **Fiscal Responsibility**. Establish and maintain an effective system of organizational internal control.

City policy is to maintain a 90-day operating reserve plus one year’s capital. The Finance department works with all departments to develop operating budgets to ensure compliance with this policy each year.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
GFOA Certificate of Achievement for Excellence in Financial Reporting (years)	41	42	43
GFOA Distinguished Budget Presentation (years)	26	27	28
GFOA Award of Outstanding Achievement in Popular Annual Financial Reporting (years)	6	7	8
Quarterly Financial Reporting to City Manager	4/100%	4/100%	4/100%
Monthly Budget vs. Actual Reporting to Audit Committee	12/100%	12/100%	12/100%
General Fund Reserves as % of Target	100%	100%	100%
Departmental Payroll & Cash Audits Completed	66	63	63
Internal Control Issues Reported by External Auditors	0	0	0

**Pension Administration and Fiscal Agent Services
2018/19 Budget — \$119,601**

Administer the Amarillo Firemen’s Relief and Retirement Fund (AFRRF) and the Northwest Texas Healthcare System (NWTXHS) Pension Plan to provide benefits for both retirees and current employees.

Provide accounting and financial services for the Harrington Library Consortium, the Amarillo Chamber of Commerce and the Visitors Council, the Amarillo Potter Events Venue District, the Tax Increment Reinvestment Zone #1, the Tax Increment Reinvestment Zone #2, the Amarillo Hospital District, and the Amarillo Economic Development Corporation.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Compliance with Pension Review Board Requirements:			
AFRRF	100%	100%	100%
NWTXHS Pension Plan	100%	100%	100%
Unmodified Audit Opinion for Outside Entities (COA is fiscal agent)	6/100%	7/100%	7/100%

Property Taxes

2018/19 Budget — \$520,654

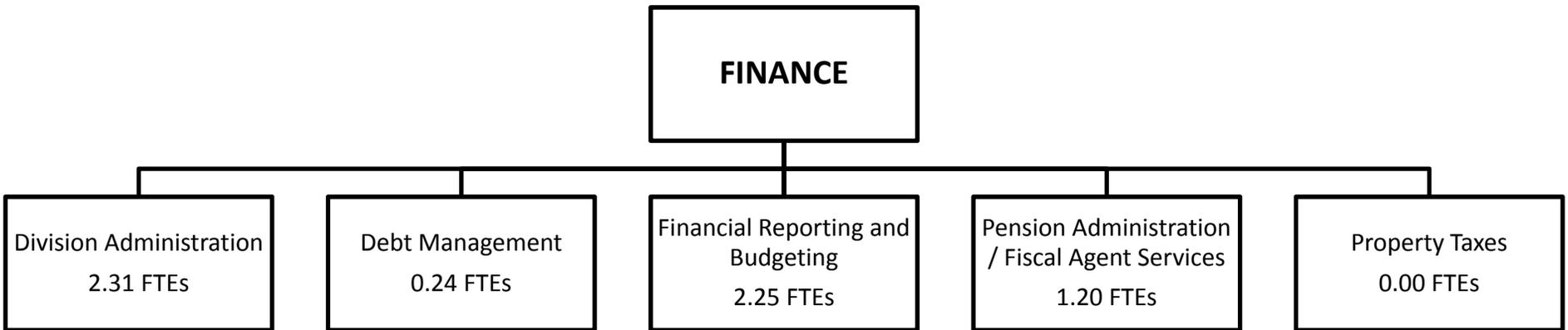
Responsible for the recording of property tax collections and all tax calculations as well as payment to the Potter Randall Appraisal District for assessment of the City’s property taxes.

Each year, the Finance department is responsible for compliance with all State public hearing and notice requirements, and compares the proposed property tax rate to peer cities for trends and information to relay to Council and citizens as part of **Fiscal Responsibility**.

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	5	5	5
Part-time Positions	1	1	1
Total Positions	6	6	6

Total Finance Department 2018/19 Budget — \$1,118,658



City of Amarillo
Department Staffing Report

Department: Finance

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM100	DIRECTOR OF FINANCE	
1.00	CLR400	ADMINISTRATIVE ASSISTANT I	
1.00	CLR947	ADMINISTRATIVE SPECIALIST I	
1.00	PRF100	INTERNAL AUDITOR	
1.00	PRF130	BUDGET ANALYST	
5.00		Total Permanent Positions	
Part-Time Positions			
1.00	HRL920	COLLEGE INTERN	
6.00		Total Department	499,294



(1320)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 983,170	\$ 978,684	\$ 992,251
Supplies	34,113	35,090	34,259
Contractual Services	163,849	171,596	172,478
Other Charges	9,863	8,432	7,693
Total Expenses	\$ 1,190,995	\$ 1,193,802	\$ 1,206,681

Mission

To maintain excellence and efficiency in the accounting functions of the City.

Strategic Approach

The Accounting division is responsible for maintaining a financial system that will accurately record all receipts and disbursements for the City of Amarillo, for providing timely reporting to individual departments, and in the preparation of the Comprehensive Annual Financial Report, while striving to fulfill the City Manager Initiative of **Best Practices** as defined in the **BluePrint for Amarillo** as well as the Council Pillar of **Fiscal Responsibility**, related to all financial matters.

The Accounting division evaluates City policy pertaining to control of financial matters and auditing payments of vendors and contractors. In addition to performing the accounting and reporting functions for the City of Amarillo, the Accounting division provides accounting and reporting services for the Amarillo Economic Development Corporation, Amarillo Hospital District, Amarillo/Potter Events Venue District, Tax Increment Reinvestment Zone #1, Tax Increment Reinvestment Zone #2, Local Government Corporation, Amarillo Chamber of Commerce, and the Harrington Library Consortium.

Programs

Accounting Division Administration/Support

2018/19 Budget — \$193,070

Perform management of accountants and clerks to provide timely financial records of all deposits and disbursements for all departments of the City.

Financial Reporting
2018/19 Budget — \$349,937

Prepare monthly and quarterly financials for management and annual Comprehensive Annual Financial Report. Assist departments with financial oversight of all construction in progress, capital purchases, and capital asset financial presentation; maintain accurate financial information for all assets for all departments. Prepare grant billings and manage financial reporting of grants to federal and state agencies.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Individual Funds	110	110	110
Reporting entities	8	9	9
Quarterly interim financial statements reported timely after quarter-end	4	4	4
Single audit findings	1	0	0
GFOA Certificate of Achievement for Excellence in Financial Reporting (years)	41	42	43

Treasury Management
2018/19 Budget — \$555,073

Manage electronic payments, receipts, positive pay, stop payments, and monthly reconciliations. Manage all weekly payments to vendors and deposits to the City and ensure all cash receipts are recorded to the proper department.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Pool checks issued	20,613	20,900	20,000
Vendor ACH Payments	5,116	5,100	5,500
Procurement Card Transactions	28,380	30,000	30,000
Procurement Card Rebate	\$101,400	\$100,000	\$102,000
1099's issued	742	740	740

Payroll
2018/19 Budget — \$108,601

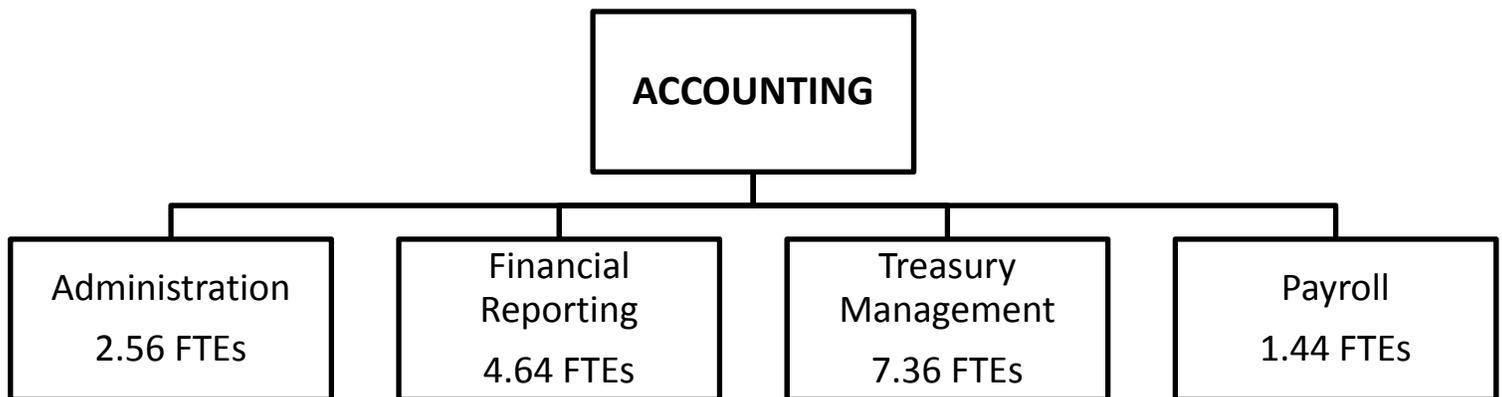
Process bi-weekly payroll and associated bi-weekly, monthly, and quarterly reports, as well as year-end earnings reporting forms.

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
W-2's issued	2,962	2,900	3,000
Payroll issued on time	100%	100%	100%
Payroll reports filed timely	100%	100%	100%

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	14	14	14
Part-time Positions	2	2	2
Total Positions	16	16	16

Total Accounting Division 2018/19 Budget — \$1,206,681



City of Amarillo
Department Staffing Report

Department: Accounting

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM120	CITY AUDITOR	
1.00	ADM121	ASSISTANT CITY AUDITOR	
1.00	CLR120	ACCOUNTING ASSISTANT	
1.00	CLR121	ACCOUNTS PAYABLE CLERK	
1.00	CLR135	COLLECTIONS CLERK I	
1.00	CLR405	ADMINISTRATIVE ASSISTANT II	
1.00	CLR410	ADMINISTRATIVE ASSISTANT III	
1.00	CLR415	ADMINISTRATIVE ASSISTANT IV	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
1.00	PRF120	FINANCIAL ACCOUNTANT/GRANTS MANAGER	
1.00	PRF125	ACCOUNTANT I	
1.00	PRF126	ACCOUNTANT II	
2.00	PRF128	ACCOUNTANT III	
14.00		Total Permanent Positions	
Part-Time Positions			
1.00	HRL145	COLLECTIONS CLERK	
1.00	HRL941	ADMINISTRATIVE TECHNICIAN	
2.00		Total Part-Time Positions	
16.00		Total Department	992,251



(1325)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 519,405	\$ 550,738	\$ 552,916
Supplies	7,612	16,000	16,000
Contractual Services	36,774	31,617	31,617
Other Charges	5,266	7,635	7,078
Total Expenses	\$ 569,057	\$ 605,990	\$ 607,611

Mission

Purchase materials, services, supplies, and equipment for the City of Amarillo in accordance with City Charter and Texas law.

Strategic Approach

Provide equal access to all vendors participating through competitive acquisition of goods and services. Conduct the procurement process in a manner that promotes and fosters public confidence in the integrity of the City's procurement procedures and protects the interest of the taxpayer without regard to any vendor or political pressures. Following the **Best Practices** in public procurement, the division is responsible for the disposal of all City surplus equipment, to include police confiscated weapons, abandoned or stolen items, and capital equipment that has become surplus, obsolete, or inoperative.

The Purchasing division strives to fulfill the City Council's **Fiscal Responsibility** initiative, as outlined in the **BluePrint for Amarillo**, by evaluating processes and procedures in accordance with industry standards. Purchasing also helps other City departments fulfill Council priorities and other City Manager initiatives through assisting in proper procurement procedures.

Programs

Purchasing Division Administration and Support 2018/19 Budget — \$216,730

Oversee and manage the Purchasing division to ensure that the City is purchasing services and material in the correct manner and in a manner that is **fiscally responsible**. Support in entering new vendors; checking for required insurance; handing out bids and addendums; typing specifications; and making payment to vendors on purchase orders. Provide training for new credit card users and new purchasing request users, as well as training for employees on City Purchasing Manual changes. Provide additional training for vendors on how to conduct business with the City.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Vendor payments made in 30 days or less from invoice date	92%	93%	93%
Vendor payments processed	2,645	2,700	2,750
City employees trained	118	125	125
Vendor training opportunities	2	2	2
Updates/additions to vendor database	2,190	2,200	2,300
Specifications issued/updated	50	60	60
Renewal/new vendor insurance	1,880	1,900	2,000

**City Procurement
2018/19 Budget — \$311,305**

Responsible for working with other City departments to ensure the required info is entered correctly for the bid process. Submit bids to the public and answer any questions as needed.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Written Bids processed	266	270	275
Requests for Proposals	34	40	40
Purchase Orders processed	2,319	2,375	2,400
Annual Contracts processed	188	190	190
Percent spent locally	38.70%	50%	55%

**Credit Card Administration
2018/19 Budget — \$12,939**

Administer procurement card (P-Card) program for new cards, resolve issues with cards, and audit for spend.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
City issued P-Cards	762	775	800
Amount spent on P-Cards	\$6,225,187	\$6,250,000	\$6,500,000
Average amount per P-Card transaction	\$219.35	\$225.00	\$230.00
P-Card transactions	28,380	27,778	28,261

**Sale of Surplus/Seized Equipment and Goods
2018/19 Budget — \$5,176**

Responsible for coordination of moving items to the auction building to sell and for resolution of issues during auctions.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Auction Revenues	\$104,577	\$750,000	\$800,000

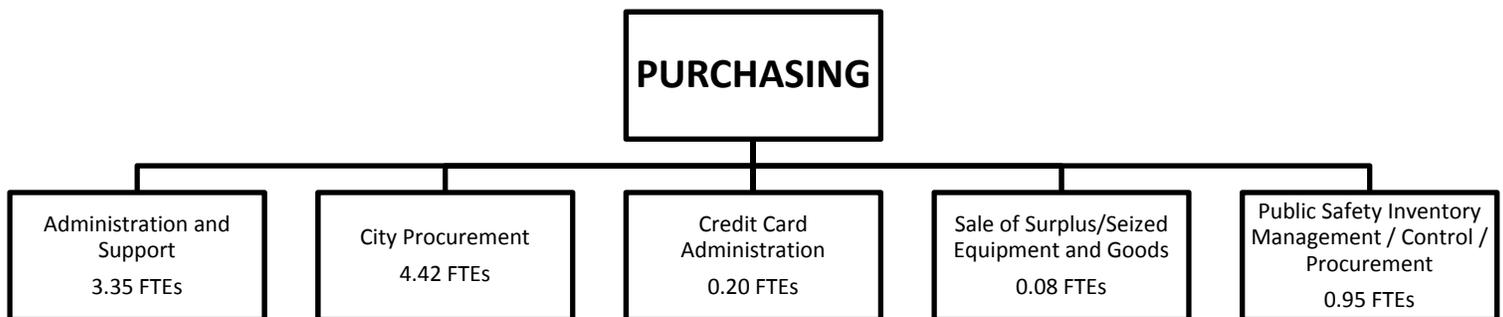
**Public Safety Inventory – Management/Control/Procurement
2018/19 Budget — \$61,461**

Responsible for inventory at the Police department and the daily purchasing of material and services. One Purchasing position is stationed at the Police department for this program.

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	8	8	8
Part-time Positions	1	1	1
Total Positions	9	9	9

Total Purchasing 2018/19 Budget — \$607,611



City of Amarillo
Department Staffing Report

Department: Purchasing

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM140	PURCHASING AGENT	
1.00	ADM141	ASSISTANT PURCHASING AGENT	
1.00	CLR400	ADMINISTRATIVE ASSISTANT I	
1.00	CLR415	ADMINISTRATIVE ASSISTANT IV	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
1.00	CLR951	BUYER II	
1.00	CLR952	BUYER III	
1.00	CLR953	BUYER IV	
8.00		Total Permanent Positions	
Part-Time Positions			
1.00	HRL111	DATA ENTRY OPERATOR HOURLY	
9.00		Total Department	552,916



(1345)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 349,842	\$ 350,151	\$ 334,125
Supplies	3,347	4,500	4,500
Contractual Services	18,178	18,058	18,058
Other Charges	2,512	5,088	4,972
Program Expenses	(6,271)	-	-
Total Expenses	\$ 367,608	\$ 377,797	\$ 361,655

Mission

Maintain an accurate and timely inventory of warehouse stock items in order to provide the best customer service to user departments with the utmost professionalism, while carrying out best practices initiatives for the City of Amarillo.

Strategic Approach

Provide **Fiscal Responsibility** in the operation of the warehouse by keeping inventory at a level that will adequately serve the needs of City departments without accumulating overstocks, timely evaluating all new stock requests based on the cost of holding the item in inventory, and executing all transactions promptly and accurately so that inventory records are current and accurate. Utilize an online inventory system to maximize transactions and records accurately and efficiently and to reduce the amount of time it takes to physically retrieve a part from stock by providing a product description, bin location, and the number of items that are currently in stock.

Programs

Central Stores Division Administration/Support

2018/19 Budget — \$58,902

Oversee and manage the Central Stores operation in a **fiscally responsible** way to ensure City departments are receiving their repair supplies and parts to maximize efficiency and productivity.

Inventory Management and Control

2018/19 Budget — \$53,994

Maintain a stock inventory level that will adequately serve the needs of the City without accumulating overstocks, and record all inventory actions with accuracy to maintain an inventory with minimal variances. The decrease in Stock Item Value is due to the hiring of Napa to manage the Municipal Fleet's Inventory.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Stock Item Value	\$822,053	\$790,000	\$750,000
Items in Inventory	2218	2,000	1,960
Stock Issues	\$2,562,825	\$2,500,000	\$2,100,000
Inventory Turns	2.85X	2.50X	2.25X
Emergency Stock	8.00%	6.00%	4.00%
Backorder fill rate average days	2	2	2

Counter Sales

2018/19 Budget — \$176,707

Monitor and manage all counter sales to identify the number of material tickets issued at the counter, material tickets issued via work orders, average value per ticket issued, first fill rate percentage on tickets issued, and the average days for the backorder fill rate.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Material Tickets issued at counter	9,764	9,500	9,200
Material Tickets issued by Work Order	1,429	300	200
Average Value per Ticket	\$185.00	\$180.00	\$170.00
First fill rate on tickets issued	97%	97%	97%

Mail Pickup and Delivery

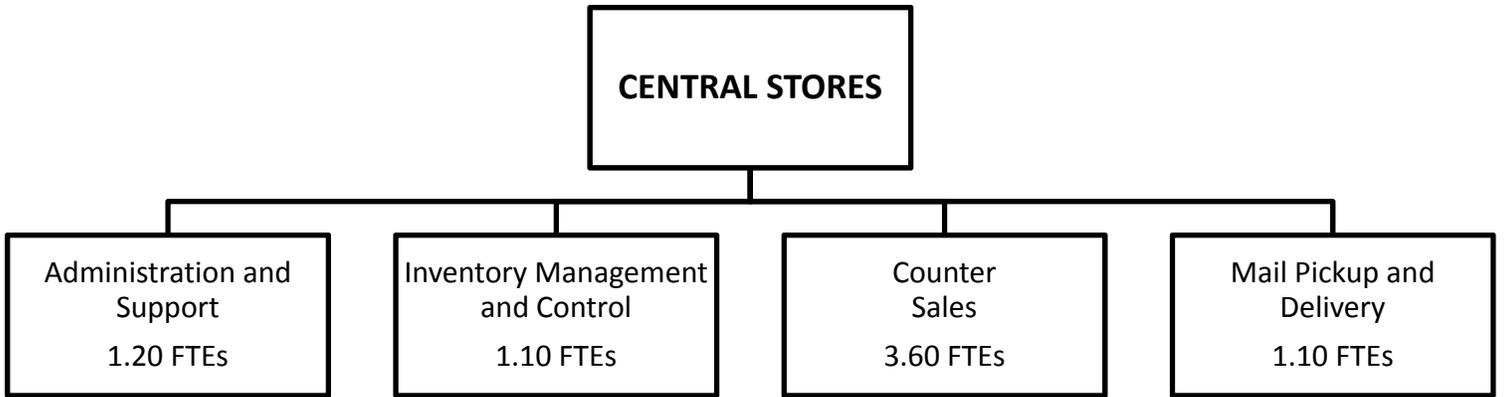
2018/19 Budget — \$72,052

Deliver mail to all City departments twice a day in a timely manner. Also, resolve any issues a department may have regarding the delivery of mail.

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	7	7	7
Part-time Positions	0	0	0
Total Positions	7	7	7

Total Central Stores 2018/19 Budget — \$361,655



City of Amarillo
Department Staffing Report

Department: Central Stores

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM160	CENTRAL STORES SUPERINTENDENT	
1.00	CLR166	INVENTORY CLERK	
4.00	CLR167	STORE CLERK	
1.00	CLR955	DELIVERY DRIVER	
7.00		Total Permanent Positions	
7.00		Total Department	334,125



(1350)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ -	\$ 874,119	\$ 2,249,000
Other Charges	3,911,465	3,990,781	4,135,885
Operating Transfers	8,234,735	4,647,624	6,402,086
Total Expenses	\$ 12,146,200	\$ 9,512,524	\$ 12,786,971

Mission

To facilitate all inter-fund transfers to and from the General Fund, to account for Information Technology charges to the General Fund, and to budget for personnel adjustments for the General Fund.

Strategic Approach

The General Fund Transfers division is only used for financial reporting and budgeting purposes. This division accounts for expenditures/revenue that applies to the General Fund as a whole.

Programs

Inter-fund Transfers

2018/19 Budget — \$10,537,971

Includes funding for inter-fund transfers to and from the General Fund, including the transfer of excess hotel/motel tax to the Civic Center Improvement Fund, the transfer of funding for the Street Improvement Fund, and the transfer of funding for the Solid Waste Disposal Improvement Fund. Administrative costs reimbursable to the Information Technology Fund are also included in this program.

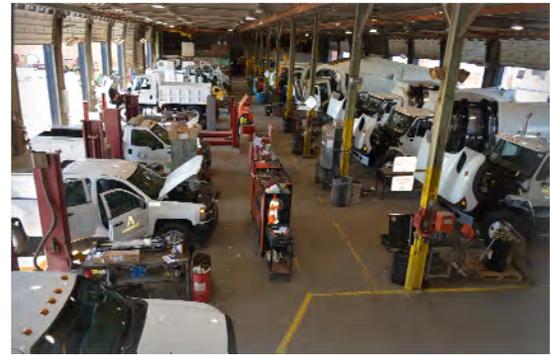
Personnel Adjustments

2018/19 Budget — \$2,249,000

Includes budgeted personnel adjustments for the General Fund. After the budget is approved each year, these budgeted amounts are allocated out to the General Fund departments, causing this amount to fluctuate each year.

Total General Fund Transfers 2018/19 Budget — \$12,786,971





(6100)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 2,669,768	\$ 3,013,603	\$ 3,038,685
Supplies	6,174,323	6,146,233	6,235,536
Contractual Services	245,877	504,002	764,002
Other Charges	7,915,095	8,054,274	8,124,882
Capital Outlay	6,160,465	7,500,000	6,850,000
Debt Service	20,306	25,538	10,600
Inter Reimbursements	(1,324,151)	(1,480,000)	(1,480,000)
Total Expenses	\$ 21,861,683	\$ 23,763,650	\$ 23,543,705

Mission

Fleet Services is a team of professionals dedicated to enhancing City services by providing departments with safe, effective vehicles and equipment. Fleet Services ensures **Fiscal Responsibility** by managing the acquisition, maintenance and disposal of the City's fleet in the most cost-effective manner possible.

Fleet Services is committed to providing City departments with high quality repair and maintenance services in a manner that minimizes equipment down-time and the interruption of City services to Amarillo citizens.

The department believes that training is a cornerstone to providing quality service to customers. Fleet Services is committed to providing employees with the opportunities necessary to develop and enhance skills and workmanship.

Fleet Services is a team where the belief that working together to meet the challenges faced on a day-to-day basis will result in the best service for Customers and Citizens. Fleet Services strives to bring **Excellence in Communication** and awareness to our Departments and Divisions supported.

The division takes pride in the work completed and is dedicated to providing its best effort for the citizens of Amarillo.

Strategic Approach

Fleet Services strives to fulfill its mission through a service delivery approach that ensures Fleet departments are adequately supported to provide multiple services to the citizens of Amarillo. The majority of Fleet maintenance is performed in-house. Outsource services are used where appropriate. The department's initiative to support the long-term plan for **Infrastructure** is based on **Best Practices** in fleet management. Following these **Best Practice** methods allows the customer base (City departments) to meet the **BluePrint for Amarillo** program.

Fleet Services is working toward certification through the American Public Works Association (APWA) as a **Best Practices** department, and is using APWA's "Public Works Management Practices Manual, 8th Edition."

Programs

Fleet Services Administration/Support

2018/19 Budget — \$931,824

Provide oversight and management of multi-function fleet operation.

Performance Measures/Indicators:

Fleet Operations Management	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Contract Management	6	5	4
Bid Evaluation/Recommendation	15	17	17
Equip Spec New/Revised	65	12	15
Safety Meetings (full staff meetings)	12	12	12
Safety Meetings (tailgate meetings)	125	125	125
Staff Managed	45	45	45
Training: ASE, TIA, Succession	15	42	30
In-house Technical Training Classes, provided in conjunction with Amarillo College	0	2	2

Fleet Fueling Services

2018/19 Budget — \$1,863,649

Provide fuel for all City equipment. Maintain a four-week inventory in case of weather, shortages and delivery issues. Follow the Texas Commission on Environmental Quality (TCEQ) operator and compliance regulations. Fuel deliveries to various locations around the City.

Performance Measures/Indicators:

Fleet Fuel Management	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Fueling services			
Diesel (gallons)	682,496.3	685,000	690,000
Unleaded (gallons)	494,496.4	495,000	500,000
Fuel Delivery to various locations throughout the City	49	55	55

Fleet Preventative Maintenance
2018/19 Budget — \$1,863,649

All fleet equipment is on lube service/preventative maintenance schedules.

Performance Measures/Indicators:

Fleet Lube/Preventative Maintenance On-time Completion Rate.	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Lube/Preventative Maintenances Workorders Completed	4052	4,300	4,400
Daily Workorder Completion	98%	98%	100%

Fleet Tire Service
2018/19 Budget — \$1,397,737

Fleet maintains all tires for the city. Replacements, repairs and service calls. Fleet has an in-house certified Tire Industry Association (TIA) trainer. All employees in Tire Service are nationally certified through TIA.

Performance Measures/Indicators:

Fleet Tire Management Controls	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Tire Replacements	1,557	1,400	1,400
Workorder Tire Operations Completed	2,053	1,800	1,800
Daily Workorder Completion	96%	95%	100%

Fleet Maintenance and Repair
2018/19 Budget — \$3,261,385

Shop operations provides full repair of all equipment. Technicians are Automotive Service Excellence (ASE) certified.

Performance Measures/Indicators:

Total Fleet Corrective/Lube/PM On-time Completion Rate.	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Shop Floor Work Orders	15,963	16,000	15,000
Daily Work Order Completion	93%	86%	95%
Daily Fleet Availability	93%	96%	96%

Winter Weather Operations
2018/19 Budget — \$0

Fleet provides support to all departments. Shop is manned for the duration of any weather-related event. Budget impact is minimal due to severe events being infrequent. Efficiency data is not collected

for this program. All requests are performed immediately with minimal down-time to departments. Repair cost to Division owned snow equipment is reimbursed to Fleet through work order cost structure.

Fleet Replacement
2018/19 Budget — \$14,225,461

Administration of replacement program, specification writing, bid evaluation, prepares new equipment and disposes of old equipment. Falls under Administrative & Support (61110)

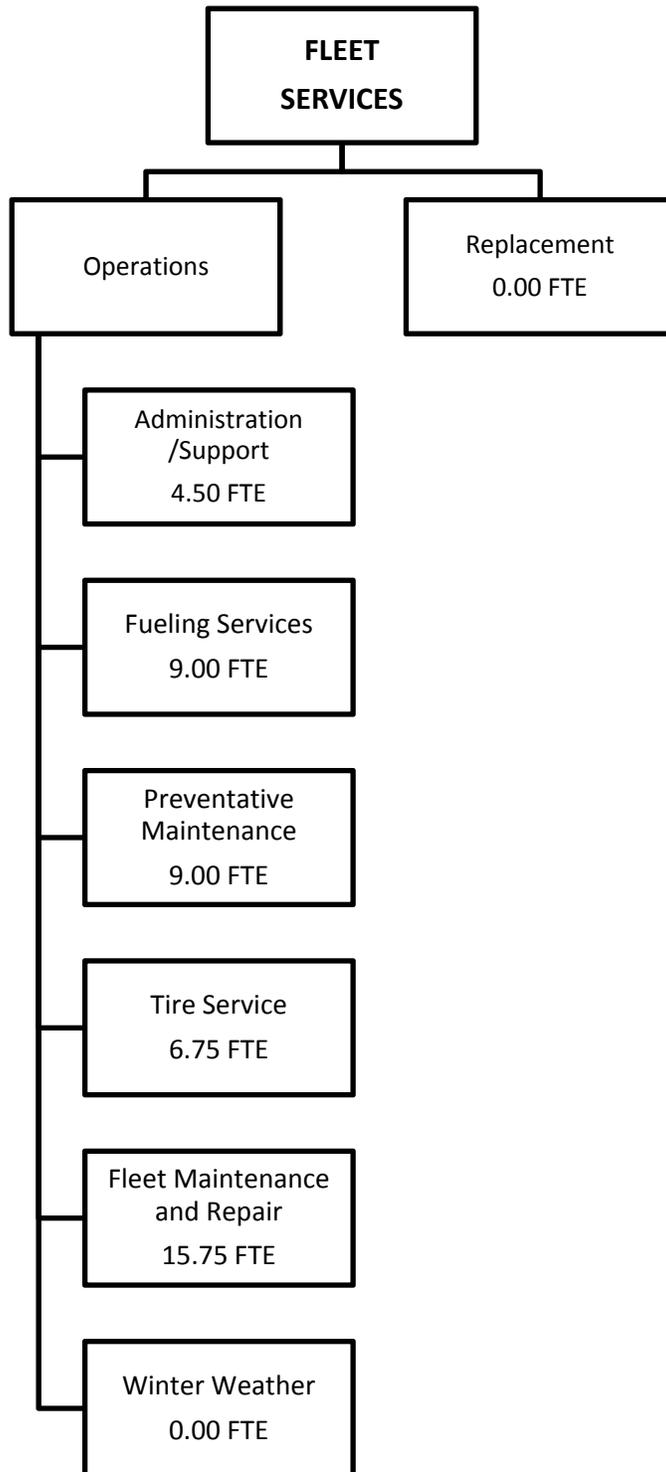
Performance Measures/Indicators:

Fleet Asset Management	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Bids Processed	17	16	16
Specification Issue/Revision	65	23	15
Vehicles Purchased/Make Ready	174	166	171
Vehicle Additions to Fleet	12	14	15
Fleet Size – Assets	1,197	1,211	1,130
Fleet Cost Plus Additions	\$7,025,500	\$7,826,800	\$6,600,000
Percentage of Fleet Exceeding Replacement Criteria.	31%	29%	30%

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	45	45	45
Part-time Positions	0	0	0
Total Positions	45	45	45

**Total Fleet Services Department 2018/19 Budget —
 \$23,543,705**



City of Amarillo

Department Staffing Report

Department: Fleet Services Operations

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM230	SHOP SUPERINTENDENT	
1.00	ADM231	ASSISTANT SHOP SUPERINTENDENT	
1.00	CLR230	SERVICE WRITER	
1.00	CLR405	ADMINISTRATIVE ASSISTANT II	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
1.00	TRD232	SENIOR WELDER	
1.00	TRD233	PAINTER AND BODY REPAIRER	
33.00	TRD605	FLEET MECHANIC II	
4.00	TRD610	FLEET SUPERVISOR II	
1.00	TRD910	CUSTODIAN I	
45.00		Total Permanent Positions	
45.00		Total Department	3,038,685



(6200)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personal Services	\$ 3,518,592	\$ 2,557,660	\$ 2,633,688
Supplies	93,883	272,442	114,500
Contractual Services	2,172,765	2,405,839	2,473,839
Other Charges	525,505	646,935	685,919
Capital Outlay	96,287	770,000	900,000
Inter Reimbursements	-	(110,900)	(110,900)
Total Expenses	\$ 6,407,032	\$ 6,541,976	\$ 6,697,046

Mission

Identify, procure, implement, and support the highest value technologies and services for the City of Amarillo, its citizens and employees. Innovate new methods of better serving the community through the use of technology.

Strategic Approach

The City of Amarillo IT strategy is firmly rooted in the application of Blueprint Amarillo, City Council initiatives, City Manager initiatives, and best practices to every aspect of the IT mission. In the contemporary digital age, IT and the technology infrastructure are the innovation engine for local governments to better serve citizens efficiently and effectively with transparency, collaboration, and increased citizen involvement.

To better meet the stated mission, The City of Amarillo IT Division is executing a long-term infrastructure plan to migrate to an “Enterprise IT as a service” model of operation. That model is based and measured by industry best practices on the principles of stability, security, efficiency, and agility.

IT began the Long-term plan for architecture last year by addressing imbalance between operating and capital budgets. The additional capital that was attained in the restructure of IT has been invested in massive infrastructure upgrade projects. This year will be consumed with the implementation of the new consolidated services into a virtualized environment that will greatly increase efficiency and decrease operational overhead. We believe that with a consolidated architecture and adequate toolset in place, IT will be able to move focus to open source and innovative options to control cost and deliver outstanding support for the needs of today and the innovations for the future.

Programs

Enterprise Services (ES)

2018/19 Budget — \$6,340,600

Purpose: Provide shared services and infrastructure to enable all departments

ES: End User Support

Purpose: Insure all end users get maximum benefit from technical resources provided

Focus: Standard operating procedures, training, toolset

Best Practice: ITIL

Initiatives: Customer Service, Best Practices

ES: Cyber Security

Purpose: Insure safe delivery of IT services regardless of application or user context

Focus: User and Application based security architecture

Best Practice: NIST, PCI, HPPA, CJIS

Initiatives: Best Practices

ES: GIS

Purpose: GIS services for all city departments

Focus: Enterprise roadmap for GIS

Best Practice: To be determined

Initiatives: Customer Service, Best Practices

ES: IT Operations

Purpose: Insure efficient and stable operation of IT

Focus: Standards, Policy, Procedure, IT portal, website, open government/311, toolset

Best Practice: ITIL, PMI, Agile

Initiatives: Customer Service, Best Practices, Fiscal Responsibility

ES: IT Engineering

Purpose: Design, implement, maintain all IT architecture.

Focus: datacenter consolidation, O365, connectivity, mobility, performance monitoring

Best Practice: ITIL, PMI, Agile

Initiatives: Customer Service, Best Practices, Fiscal Responsibility

ES: Government Continuity

Purpose: Enable operation of critical city functions and recovery of data in the event of catastrophic loss of downtown facilities

Focus: Disaster recovery center connectivity and architecture, application and data replication

Best Practice: NIST, PCI, HPPA, CJIS

Initiatives: Customer Service, Best Practices, Fiscal Responsibility

ES: Enterprise Applications

Purpose: Support applications utilized across multiple departments via commercial or open source software solutions

Focus: Hansen replacement, Agile, Open Source, SDLC

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
IT Support			
Workload			
Ticket Count	**	8,633	8,633
Users Supported	**	1,626	1,626
Performance			
Avg Time to Resolution	**	51:01	40:00
Time to Response	**	14:16	10:00
Cost per Citizen	**	\$3.92	\$3.92
Cybersecurity			
Workload			
Number of Incidents	**	55	70
Number of Tickets	**	42	50
Performance			
Preventions	**	330,168	456,000
Time to Incident Resolution	**	4 hours	4 hours
Cost per Citizen	**	\$1.89	\$1.89
IT Engineering			
Workload			
Departments Supported	**	49	49
Applications Supported	**	No Data	System installed/ collecting data
Systems Supported	**	No Data	System installed/ collecting data
Processes Supported	**	No Data	System installed/ collecting data
Users Supported	**	1626	1626
Performance			
System Uptime	**	99.97%	99.99%
Time to Resolution	**	32:14	32:14
Time to Recovery	**	29:18	19:00
Project Efficiency	**	No Data	Toolset in progress
Cost per Citizen	**	\$3.64	\$3.64

****NOTE:** Our statistics server suffered complete hardware failure and is in the process of being rebuilt on the new datacenter hardware. Numbers provided are estimated based on data collected October-June 2018 and will be updated once hard data is available.

Public Safety

2018/19 Budget — \$304,729

Purpose: Provide technology systems and support to enable all departments to most effectively meet their mission.

Focus: webRMS, Consolidation, Mobile

Best Practice: ITIL, PMI, CJIS, NIST

Initiatives: Long-term plan for Architecture, Best Practices, Technology Review

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Workload			
Metrics Ticket Count	**	No Data	System installed/ collecting data
Users Supported	**	~500	~500
Units Supported	**	300	300
Systems Supported	**	~700	~700
Performance			
Availability	**	No Data	System installed/ collecting data
Time to Response	**	No Data	System installed/ collecting data
Time to Resolution	**	No Data	System installed/ collecting data
Cost per Citizen	**	\$1.56	\$1.56

Print

2018/19 Budget — \$51,717

Purpose: Provide print services to all departments of the city at reduced cost.

Focus: Self-funding

Best Practice: *To be determined*

Initiatives: Long-term plan for Architecture

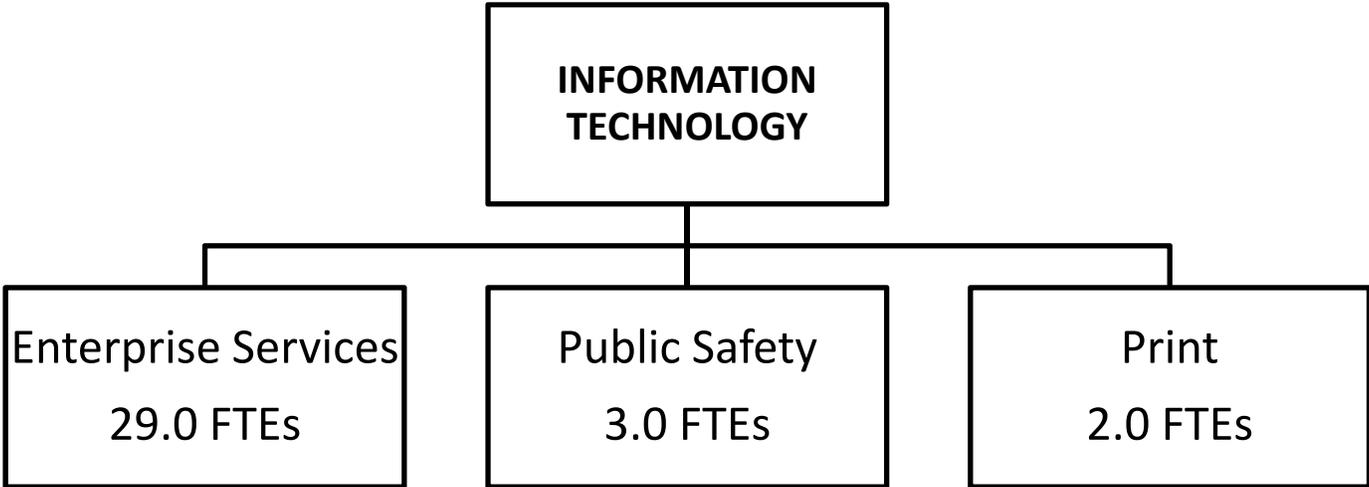
Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Workload			
Jobs (by type)	**	3,200,000	3,200,000

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	39	30	31
Part-time Positions	3	3	3
Total Positions	42	33	34

Total IT Department 2018/19 Budget — \$6,697,046



City of Amarillo
Department Staffing Report

Department: IT Administration

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM091	PROJECT MANAGER	
2.00	ADM131	INFORMATION TECHNOLOGY ASSISTANT DIRECTOR	
1.00	ADM137	INFORMATION SERVICES DIRECTOR	
1.00	CLR080	ADMINISTRATIVE SPECIALIST II	
5.00		Total Permanent Positions	
5.00		Total Department	612,836

Department: IT Enterprise Applications

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM125	ENTERPRISE APPLICATION MANAGER	
1.00	TEC142	APPLICATION SPECIALIST III	
5.00	TEC145	IT DEVELOPER III	
1.00	TEC148	DATABASE ADMINISTRATOR III	
8.00		Total Permanent Positions	
Part-Time Positions			
1.00	HRL121	INFORMATION TECHNOLOGY TECHNICIAN	
9.00		Total Department	760,978

Department: IT Support

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
5.00	TEC126	IT SUPPORT SPECIALIST IV	
5.00		Total Department	324,664

City of Amarillo
Department Staffing Report

Department: IT Print Services

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	CLR850	PRINT SHOP SUPERVISOR	
1.00	TEC030	IT GENERALIST	
2.00		Total Permanent Positions	
2.00		Total Department	101,806

Department: IT GIS

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	TEC173	GIS ADMINISTRATOR II	
1.00		Total Department	84,702

Department: IT Public Safety

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM127	IT PUBLIC SAFETY MANAGER	
1.00	TEC176	IT PUBLIC SAFETY TECHNICIAN III	
1.00	TEC178	IT CAD ADMINISTRATOR	
3.00		Total Permanent Positions	
3.00		Total Department	243,839

City of Amarillo
Department Staffing Report

Department: IT Infrastructure

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
4.00	TEC134	IT INFRASTRUCTURE ENGINEER III	
Part-Time Positions			
1.00	HRL121	INFORMATION TECHNOLOGY TECHNICIAN	
5.00		Total Department	346,788

Department: IT Telecom

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
2.00	CLR053	311 CUSTOMER SERVICE REP II	
1.00	CLR055	311 CUSTOMER SERVICE SUPERV	
3.00		Total Permanent Positions	
Part-Time Positions			
1.00	HRL053	PBX OPERATOR	
4.00		Total Department	158,075



(1120, 6300)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 395,413	\$ 371,719	\$ 373,200
Supplies	711,086	676,827	707,827
Contractual Services	163,797	254,929	280,384
Other Charges	4,931,908	4,391,022	5,025,299
Total Expenses	\$ 6,202,204	\$ 5,694,497	\$ 6,386,710

Mission

Risk Management provides accurate and timely recordings of losses incurred from City operations and reports these losses to appropriate outside service agencies. The division assists all levels of management and employees to maintain safety programs and practices that will ensure the safe and effective completion of City services, and reduce accidents and injuries. Risk Management seeks the best possible coverage for insurance needs versus self-insurance. The division maintains high standards of compliance with the state of Texas requirements by paying medical bills on time, and accurately reporting information to the state. Risk Management also provides City departments with cost-effective self-insurance benefits.

Strategic Approach

The Risk Management division is a support service to all City departments for the coordination and the administration of various claims generated from City operations. This includes workers' compensation, auto liability, general liability, and City property damage claims. This service also includes assistance with incident investigations, in-service safety training programs, administering safety programs and policies, and developing and revising safety programs as needed. Risk Management also assists the Finance department in evaluating current insurance needs throughout the City. Existing policies are evaluated for coverage options and renewed as needed.

The Risk Management Fund (also known as the Self-Insurance Fund) provides coverage for most of the City's exposures including general liability, workers' compensation, employer's liability, police officer liability, public official liability, auto liability, and auto physical damage. The Risk Management Fund purchases property insurance (including boiler and machinery), police office liability, and malpractice insurance for our clinic; it also carries excess workers' compensation insurance. The City generally has very high deductibles or self-insurance reserves with purchased coverage. State law protects the City with an overall liability limit of \$250,000 per occurrence; therefore, the City has not purchased excess coverage for auto or general liability.

In line with the City Council’s eight pillars initiative, outlined in the **2018 BluePrint for Amarillo**, the Risk Management Fund seeks to analyze all departments' policies and functions to better utilize loss prevention techniques as an everyday departmental function. **Employee Safety** is a priority included in the City Manager’s initiatives to reduce expenditures for injuries, property damages, and liability that directly affects the City’s available funds. An effective and **Best Practice** Safety Management System is vital to reduce these expenditures. While **Safety** programs have predictable costs, claims losses do not. Claims costs can fluctuate a high degree from year-to-year due to large, sometimes catastrophic, losses. The budget for the following programs is based on averages and trends in each area over a period of time.

Programs

Claims Management

2018/19 Budget — \$309,103

Risk Management maintains accurate and informative claim files on City losses, monitors progress, and coordinates reasonable settlements. This program summarizes and analyzes accident history and losses for trends and effectively implements loss control measures; analyzes all departments' policies and strives to better utilize loss prevention techniques as an everyday departmental function; and analyzes all insurance policies for effective coverage and policy terms, thus reducing the risk of large shock losses.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total Claims Processed	620	390*	375

* The reduction was due to outsourcing current workers’ compensation claims beginning June 2017

Self-Insurance General

2018/19 Budget — \$606,092

Risk Management transitioned workers’ compensation claims handling to a third party administrator in June 2017 for all injuries that occur on or after 06/12/2017. This change is anticipated to reduce workers’ compensation claims costs by better utilizing network savings and applying best practices to more effectively provide cost control measures. Also responsible for the City’s **Safety** programs.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Safety Footwear Purchased	794	790	790
Safety Eyewear Purchased	35	35	35
Employees Trained:			
CPR-First Aid-AED	80	225	30
Forklift Training	48	75	75
Job Safety Observation	10	50	100
Incident Investigation	40	40	55
12 Codes of Safe Practice	1800*	650	650
Dept Stretching Programs	10	12	20

DOT Drug and Alcohol Testing*	97	97	97
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* During 2017, all City employees were retrained on this subject as a refresher. New-hires are trained during orientation.

Unemployment Claims

2018/19 Budget — \$75,656

The City is self-insured for unemployment claims. Risk Management found that changing regulations forced employers to provide a high level of representation and cooperation with the state. As a result, Risk Management partnered with Equifax Workforce Solutions for several services including representation at hearings at all levels, preparation of cases and responses of complex employment actions with the state. These claims are handled by the **Human Resources department**.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Numbers of cases	44	40	40
Percentage of positive outcome	97%	97%	97%

Fire and Extended Coverage

2018/19 Budget — \$807,237

The City has purchased a Property Insurance policy that covers all of the City’s property. On June 1, 2018, Risk Management renewed the insurance through Affiliated Factory Mutual Insurance. There is now a 5% wind and hail deductible per location, with a policy limit of \$600,000,000 per occurrence. For losses less than the deductible, the claims are handled in-house by the Risk Management department as property loss occurrences.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Claims Processed	70	65	65
Premium for Property Policy	\$650,000	\$630,000	\$900,000*
Other Property losses	\$250,000	\$250,000	\$250,000

* Premium increase anticipated at renewal due to changes in state-wide insurance losses causing hardening market by decreasing coverage and increasing deductibles and premium.

Workers Compensation

2018/19 Budget — \$3,027,202

This program grows and sustains the City’s Safety Management System, which emphasizes an improved **Safety** culture and reduced incidents and injuries; it also provides the cultural support needed for a **Best Practice** Safety Management System. A workplace **Safety** program reduces the risks of injuries, illnesses, and fatalities. A **Safety** program also results in cost savings in numerous areas, including lower workers’ compensation costs and overall medical expenses, fewer lost work days, a reduction in the costs to train replacement employees, and a reduction in impact on crew workload related to overtime

and downtime caused by injuries and property damage. A work environment with a strong **Safety** culture prevents accidents, which results in improved productivity and employee satisfaction.

The Injury Incident Rate is the number of injuries per 100 full-time employees; the average for Public Administration is 7.9 as provided by North American Industry Classification System (NAICS), 2017. The City Manager has listed **Safety** as a priority in order to address the City’s incident rate.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Claims Paid	\$544,367	\$650,000	\$650,000
Number of Injuries	408	400	400
Average Cost per Injury	\$2,261	\$2,100	\$2,000
Medical Bills Paid Timely	98%	99%	99%
Injury Incident Rate	12.0	12.0	12.0
Total claims paid for all years during current year	\$1,360,412	\$1,300,000	\$1,300,000

General Liability

2018/19 Budget — \$443,385

General Liability is liability to a third party for the City’s negligence that does not arise from the use of a City motor vehicle. Examples would be City employees digging to repair a water main and accidentally cutting some other service line, someone slipping and falling in one our City buildings, or a sewer backing up into a citizen’s home.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Claims Paid	\$59,000	\$40,000	\$50,000
Average Cost per Claim	\$2,200	\$2,000	\$2,100

Police Professional (Law Enforcement Liability)

2018/19 Budget — \$184,963

The City has had law enforcement liability coverage for 6 years. This is a policy with high limits for issues surrounding claims for personal injury and property damages from Police actions. Due to the national litigation and claims trends, it is vital to keep this coverage for protection of the self-insurance fund.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Number of claims	15	14	14
Cost per claim	\$9,000	\$1,000	\$1,000

Auto Liability and Physical Damage

2018/19 Budget — \$933,072

This portion of the self-insurance fund covers all losses to City motor vehicles, including City property damage, City comprehensive damage, City liability for personal injury, and property damages to a third party. All claims are handled by the Risk Management division.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Claims Paid	\$541,884	\$600,000	\$600,000
Average Cost per Incident	\$1,868	\$1,900	\$1,900

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	4	4	4
Part-time Positions	0	0	0
Total Positions	4	4	4

2018/19 Expenditures by Funding Source

General Fund	\$	309,103
Self-Insurance Fund	\$	6,077,607

Total Risk Management and Self-Insurance Fund 2018/19 Budget — \$6,386,710



City of Amarillo
Department Staffing Report

Department: Risk Management

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM135	RISK MANAGEMENT DIRECTOR	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
1.00	MGT610	CLAIMS ADMINISTRATOR	
3.00		Total Permanent Positions	
3.00		Total Department	270,662

Department: Workers Compensation

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	PRF160	SAFETY COORDINATOR	
1.00		Total Department	102,538





(1340, 6400, 6500)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 634,127	\$ 568,866	\$ 629,137
Supplies	98,559	94,700	51,534
Contractual Services	2,154,641	2,193,811	2,073,818
Other Charges	21,014,435	21,257,842	23,147,732
Total Expenses	\$ 23,901,762	\$ 24,115,219	\$ 25,902,221

Mission

The City of Amarillo Benefits Administration provides quality benefits to employees in a cost effective manner for both the employee and employer.

Strategic Approach

The Benefits Administration department is responsible for the management of the City's health-related plans, term-life plans, and retirement plans. Also under supervision of the department are the City's Employee Health Insurance Fund, Wellness Clinic, and Flexible Spending Fund.

The Benefits Administration department utilizes third-party administrators for the delivery of each benefit. By using third-party administrators, the City can ensure the use of **Best Practices**, appropriate **Contract Management** of vendors, and provide access to modern **Technological Services** for participating members.

Programs

Benefits Administration

2018/19 Budget — \$247,684

Responsible for the administration of all benefit plans, employee health and wellness clinic, and wellness program.

Responsible for the provision of vision benefits to participating employees/retirees and their enrolled dependents. This plan is fully insured and funded by participating employee premiums.

Responsible for the provision of life insurance benefits to participating employees/retirees and their enrolled dependents. The City's portion for basic employee life is budgeted in each department. All other plan options are fully funded by participating employee premiums.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Overdue balance for retiree or COBRA (notification within 60 days)	1.1%	2.2%	< 2%
Termination of overdue balance will occur within 65 days of last payment	0	1	98%
Surveys for Benefits department will indicate overall positive response	78%	80%	80%
Member satisfaction surveys will be performed on an annual basis for each program	100%	100%	100%
Annual Audit of enrollment records will indicate correct entry into all systems	98.6%	95%	95%
Annual Audit of COBRA enrollment records will indicate notification being sent within 14 days of employee termination	100%	98%	98%
Hourly employees who are reported as eligible for health benefits due to hours worked will be offered coverage within 60 days of notification	None Reported	99.4%	100%
Quarterly (4 meetings) meetings with medical, dental, and pharmacy vendor will occur	4	4	4
Survey reports will be presented to the insurance committee and made available to executive staff	100%	100%	100%
Vision Plan:			
Total enrolled	1122	1,226	1,226
Retirees enrolled	0 ¹	0	0
COBRA enrolled	1	2	1
Total lives covered	2,060	2,250	2250
Surveys for vision plan will indicate overall positive response	Not done	Not done	80%
Life Insurance Plan:			
Basic Life Only	456	484	484
Supplement Plan I	1,562	1543	1543
Supplement Plan II	1,106	1090	1090
Dependent Life	951	922	922
Retiree 5K	141	134	134
Retiree 10K	154	155	155
Retiree dependent	89	94	94
Surveys for life plan will indicate overall positive response	Not done	Not done	80%

¹ Retiree are not offered the vision plan at this time

**Information not available*

Health Plan

2018/19 Budget — \$23,246,815

Responsible for the provision of medical benefits to participating employees/retirees and their enrolled dependents.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Active employees enrolled	1,805	1,817	1,817
Retirees enrolled	326	327	327
COBRA enrolled	1	3	3
Total lives covered	4,572	4748	4,748
Surveys for medical plan will indicate overall positive response	Not done	Not done	80%

Dental Plan

2018/19 Budget — \$1,135,546

Responsible for the provision of dental benefits to participating employees/retirees and their enrolled dependents.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total enrolled	1,534	1,580	1,580
Retirees enrolled	226	221	221
COBRA enrolled	3	1	3
Total lives covered	3,840	4,036	4,036

Employee Health and Wellness Clinic

2018/19 Budget — \$667,721

Responsible for the provision of acute medical services to eligible employees and their dependents.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Appointments booked	8,991	7,824	7,900
Appointments seen	7,333	6,492	7,110
Appointments cancelled	483	1,332	790
Appointments checked in within 30 minutes	88%	82%	85%
No show	8.67%	10.00%	7.0%

95% of appointments will receive a reminder message for their appointment	*	100%	95%
No show rate will remain less than 10%	*	14%	<10%
Surveys for clinic will indicate overall positive response	Not done	Not done	80%

**Information not available*

Employee Wellness Program 2018/19 Budget — \$46,655

Responsible for the provision of a wellness program for eligible employees to assist with the identification of high risk health factors and the development of healthy behaviors.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Eligible employees will participate and complete wellness program	*	*	100%

**Wellness program not initiated*

Flexible Spending Plan 2018/19 Budget — \$557,800

Responsible for the provision of flexible spending account benefits to participating employees and their eligible dependents.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total enrolled	274	253	253
Retirees enrolled	0	0	0
COBRA enrolled	0	0	0
Surveys for flex plan will indicate overall positive response	Not done	Not done	80%

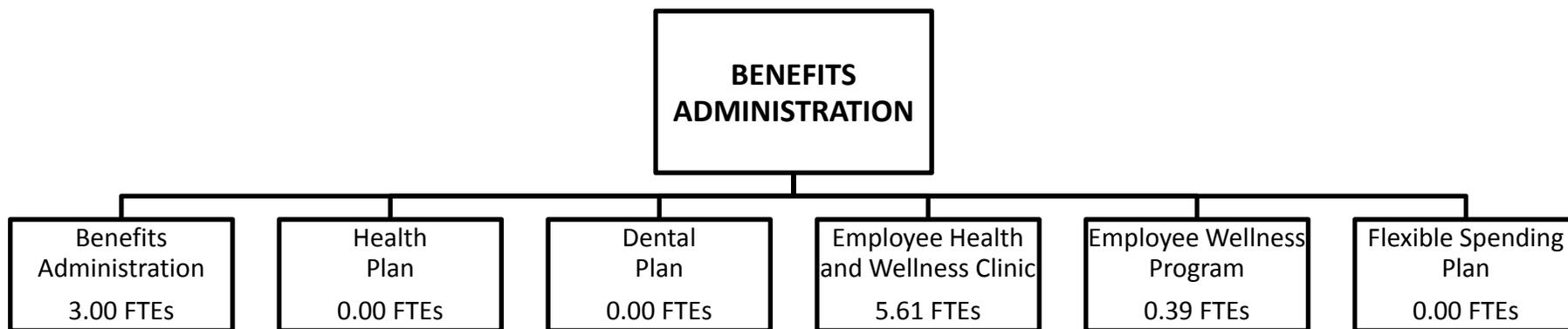
Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	8	8	8
Part-time Positions	2	1	1
Total Positions	10	9	9

2018/19 Expenditures by Funding Source

General Fund	\$	247,684
Employee Insurance Fund	\$	25,096,737
Employee Flexible Spending Fund	\$	557,800

Total Benefits Administration 2018/19 Budget — \$25,902,221



City of Amarillo

Department Staffing Report

Department: Health Plan Administration

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM620	HEALTH PLAN ADMINISTRATOR	
1.00	CLR065	BENEFITS COORDINATOR I	
1.00	CLR602	BENEFITS COORDINATOR II	
3.00		Total Permanent Positions	
Part-Time Positions			
1.00	HRL904	ADMINISTRATIVE ASSISTANT	
4.00		Total Department	243,490

Department: City Care Clinic

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	CLR410	ADMINISTRATIVE ASSISTANT III	
1.00	CLR620	CLINIC AIDE	
1.00	PRF600	U. R. NURSE	
2.00	PRF605	NURSE PRACTITIONER	
5.00		Total Permanent Positions	
5.00		Total Department	385,647



CITY OF AMARILLO
SUMMARY OF EXPENDITURES BY ACTIVITY CLASSIFICATION

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
Leisure Services			
1241 Civic Center Administrati	508,634	552,384	568,600
1243 Civic Center Operations	1,915,491	2,058,100	2,122,543
1245 Civic Center Sports	456,357	465,033	508,430
1248 Box Office Operations	334,712	349,258	374,361
1249 Globe News Center	312,116	349,807	392,752
1260 Library	3,979,686	4,065,407	4,161,314
1811 Golf Operations	2,035,095	2,156,498	5,052,459
1812 Comanche Trail	1,500,346	1,519,948	0
1820 Parks & Rec Administratio	482,311	526,328	511,341
1830 Tennis Center	104,653	102,128	107,359
1840 Swimming Pools	402,932	485,950	496,387
1850 Parks & Recreation Progra	532,404	632,025	630,547
1855 Warford Activity Center	0	541,306	493,383
1861 Park Maintenance	7,245,902	7,187,232	7,470,953
1862 Zoo Maintenance	553,942	539,744	560,825
1863 ZooSchool Education Progr	-176	0	0
1870 Athletic Administration	154,819	177,944	158,330
1871 Softball Program	143,466	177,855	174,165
1872 Basketball Program	12,382	16,808	12,813
1873 Track Program	636	0	0
1874 Volleyball Program	98,135	101,502	100,077
1875 Flag Football Program	4	0	0
1876 Baseball	700	1,560	1,560
1880 Senior Services	125,898	249,921	112,108
1000 General Fund	20,900,445	22,256,738	24,010,307
Leisure Services Total Expenditures	20,900,445	22,256,738	24,010,307





(1241-1249)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 1,919,592	\$ 1,949,449	\$ 1,972,913
Supplies	957,066	1,069,781	1,134,310
Contractual Services	331,068	343,903	350,484
Other Charges	319,584	400,699	508,979
Capital Outlay	-	10,750	-
Total Expenses	\$ 3,527,310	\$ 3,774,582	\$ 3,966,686

Mission

To enrich the community by hosting a variety of experiences while providing extraordinary customer service in versatile and inviting facilities.

Strategic Approach

Efficiently manage an active schedule for the entire Amarillo Civic Center Complex (ACCC) which includes eight venues in the Civic Center and two venues in the Globe-News Center for the Performing Arts.

As a source of **Civic Pride**, ACCC staff strives to incorporate **Best Practices** in all of its policies and procedures and focuses on extraordinary **Customer Service** and making **Safety** for employees and guests a top priority. The International Association of Venue Managers (IAVM) is the preeminent source for all public assembly related research, information, services, and life-safety issues worldwide. ACCC staff members look to IAVM for information and detailed reports on industry performance, benchmarking, and other key indicators. IAVM does not provide venue certification. It does offer certification to senior and middle management positions. Currently, one staff member has obtained the highest certification, Certified Venue Executive (CVE) and one staff member has obtained Certified Venue Professional (CVP) certification.

Programs

Civic Center Administration

2018/19 Budget — \$568,600

Includes management, booking, marketing, and administrative office. All travel, training, professional development, and associated expenses are included in Administration. Civic Center Administration has a total of five full-time positions.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Budget % covered by revenue collected	75%	70%	70%
ACCC Facebook likes	3,449	4,600	5,000
Website Unique Visitors (cumulative 12 month total)	125,421	125,000	125,000
Guest survey overall rating (meet or exceed expectations)	90%	92%	90%

**Civic Center Operations/ Sports
2018/19 Budget — \$2,630,973**

Includes operations and production staff, equipment, supplies, contracted services, and utilities.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Events	636	650	675
Event Days	1,493	1,500	1,525
Attendance	583,474	600,000	600,000
Major Events (>2000 attendance)	62	63	65
Lessee survey overall rating (meet or exceed expectations)	96%	95%	95%

**Box Office dba panhandletickets
2018/19 Budget — \$374,361**

Includes all expenses and revenues directly attributed to operating **panhandletickets**, a full-service regional box office with outlets throughout the Texas Panhandle. Personnel totals include three full-time and nine part-time positions.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Panhandletickets Facebook likes	5,664	7,000	7,250
Total Tickets issued	214,852	230,000	220,000
Tickets issued via website %	13%	15%	18%
Tickets issued via outlets %	5%	4%	4%

Globe-News Center
2018/19 Budget - \$392,752

Includes all costs and revenues directly attributed to operation of the Globe-News Center, including three full-time personnel. Other personnel are shared with Administration and Operations.

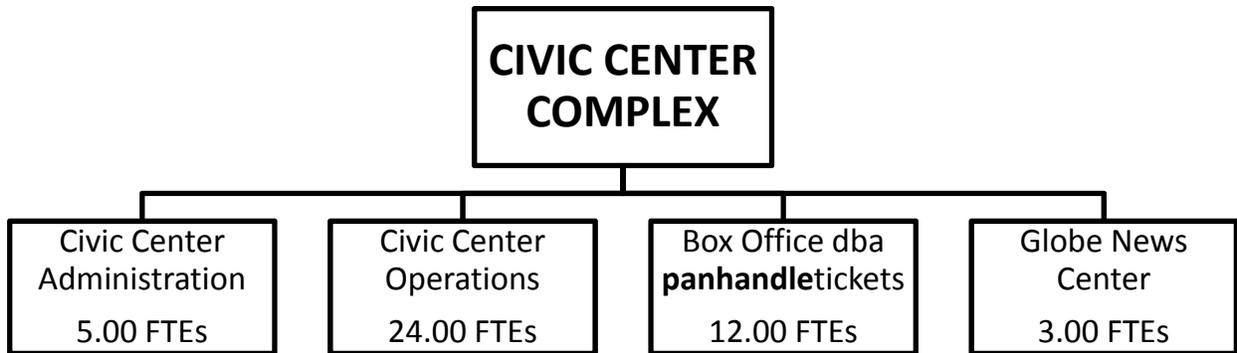
Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total # of performances	78	80	80

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	35	35	35
Part-time Positions	9	9	9
Total Positions	44	44	44

Total Civic Center Complex 2018/19 Budget — \$3,966,686



City of Amarillo

Department Staffing Report

Department: Civic Center Administration

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM040	CIVIC CENTER MANAGER	
1.00	ADM041	ASSISTANT CIVIC CENTER MANAGER	
1.00	CLR140	MARKETING ADMINISTRATOR	
1.00	CLR400	ADMINISTRATIVE ASSISTANT I	
1.00	CLR405	ADMINISTRATIVE ASSISTANT II	
5.00		Total Permanent Positions	
5.00		Total Department	409,967

Department: Civic Center Operations

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM042	CIVIC CENTER OPERATIONS MANAGER	
1.00	MGT040	PRODUCTION MANAGER	
2.00	MGT900	EVENTS SUPERVISOR	
1.00	MGT902	EVENTS MANAGER	
11.00	TRD040	BUILDING ATTENDANT I	
2.00	TRD041	BUILDING ATTENDANT II	
2.00	TRD042	BUILDING ATTENDANT III	
2.00	TRD043	BUILDING TECHNICIAN	
22.00		Total Permanent Positions	
22.00		Total Department	1,050,742

Department: Civic Center Sports

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	MGT045	ASSISTANT PRODUCTION MANAGER	
1.00	MGT900	EVENTS SUPERVISOR	
2.00		Total Permanent Positions	
2.00		Total Department	107,474

City of Amarillo

Department Staffing Report

Department: Box Office Operations

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	MGT041	BOX OFFICE MANAGER	
2.00	MGT270	ASSISTANT BOX OFFICE MANAGER	
3.00		Total Permanent Positions	
Part-Time Positions			
9.00	HRL040	CIVIC CENTER BOX OFFICE CLERK I	
12.00		Total Department	269,035

Department: Globe News Center

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	MGT045	ASSISTANT PRODUCTION MANAGER	
2.00	TRD040	BUILDING ATTENDANT I	
3.00		Total Permanent Positions	
3.00		Total Department	135,695



(1260)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 3,030,936	\$ 3,052,147	\$ 3,094,807
Supplies	700,124	730,585	745,668
Contractual Services	142,592	149,457	153,809
Other Charges	128,870	155,554	189,366
Inter Reimbursements	(22,836)	(22,336)	(22,336)
Total Expenses	\$ 3,979,686	\$ 4,065,407	\$ 4,161,314

Mission

The mission of the Amarillo Public Library is to enhance knowledge, empower individuals, and enrich the community.

Strategic Approach

The Amarillo Public Library system, consisting of five physical locations and an interactive website, strives to provide a central source of information, materials, and services for citizens of all ages. This primary purpose aligns with aspirations for the community set forth in the **Highly Educated Population** Council Pillar in the BluePrint for Amarillo. Managing a collection comprised of almost half a million items, the Library acquires materials and online resources intended to support lifelong learning; skills attainment and career advancement; cultural pursuits; historical research; and leisure reading, listening and viewing. Employing principles and practices set forth in the **Customer Service** Council Pillar, the Library offers more than 1,500 programs each year and provides a wide variety of services that link people with resources, produces opportunities for individual self-development, supplements formal educational programs, and inspires civic engagement. The Library also positively impacts local **Economic Development and Redevelopment** efforts by providing tools and assistance that bolster workforce development and support small businesses.

To achieve the highest performance levels associated with the objectives and responsibilities outlined above, the Amarillo Public Library measures its operations against benchmarks provided by two major assessors in the state: the Texas State Library and Archives Commission (TSLAC) and the Texas Municipal Library Directors Association (TMLDA). Yearly accreditation through TSLAC qualifies Texas public libraries for several programs available through state and federal funding, such as the TexShare card, the TexShare subscription databases, the Interlibrary Loan system, and certain competitive grants. In order to be accredited, libraries must demonstrate via an annual report that they meet criteria in several categories, including: access to services, maintenance of effort through local operating expenditures (meeting or exceeding per capita minimums set by the state), and staff qualifications. To receive

recognition by TMLDA each year, public libraries have to demonstrate excellence in ten categories: provision of summer reading programs; service to underserved populations; enhanced service during the past year either through increase in service or a change in type of services; current marketing materials; support of workforce development; cultural and educational programming for adults and families; literacy support; collaborative efforts; staff training; and digital inclusion for all.

Continuing to meet or exceed the qualifications set forth by TSLAC and TMLDA not only places the department in compliance with the City Manager’s initiative of **Implementation of Best Practices** in the BluePrint, but also helps to ensure citizens are better prepared to meet the challenges of a society increasingly driven by technology and information.

Programs

Library Administration/Support

2018/19 Budget — \$672,629

Provides overall department leadership, administrative management and high level strategic planning for the Library system, as well as training for its employees. Ensures departmental alignment with the City’s vision, values, and mission. Raises awareness of library services available to the citizens of Amarillo and provides 24/7 access to resources through the library’s website.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Event Notifications Emailed	12,872	13,000	13,130
Library Website Hits/Unique Visitors	356,873/103,493	360,441/104,527	364,045/105,573
Likes for APL/AMA-CON Facebook pages	3,473	3,507	3,502
Posts to APL/AMA-CON Facebook pages	571	600	630
Staff Training Sessions/Training Hours per FTE	193 / 3.3	175/ 2.8	200 / 3.5

Library Materials Management Services

2018/19 Budget — \$370,676

Selects new library materials in print, non-print, and digital formats. Manages integration of new materials into the library system, and maintains records and inventory regarding the library collections.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total Items Upgraded to RFID Tags / Percentage of Total Print Collection	269,519 76%	270,000 76%	275,000 76%
New Additions to eBook Collection / Collection Total with Annual 10% Increase	683 4,592	689 5,051	695 5,556
Patron Item Requests Fulfilled (Number/ Percentage of Total Requests)	62,023 98.1%	65,124 95.5%	68,380 95.5%

Library Public Services
2018/19 Budget — \$2,994,631

Provides information and assistance at library locations citywide. Assists library patrons in locating materials, utilizing library computers and online resources, and requesting new books, movies, and digital resources. Facilitates patron registration and maintains patron records. Plans and conducts educational and recreational programs for citizens of all ages, as well as supporting reading groups, job search assistance, and technology training.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Items Circulated	1,643,675	1,676,548	1,710,078
Circulation per Capita (FY 2016 statewide average is 4.96)	8.21	8.38	8.55
Circulation per Paid Staff (FY 2016 statewide average is 12,870)	21,346	21,773	22,208
Programs Offered	1,521	1,565	1,575
Program Attendance	39,084	39,865	40,662
Library Visits per Capita (FY 2016 statewide average is 4.51)	6.26	7.0	7.5
Reference Transactions	279,785	281,183	282,588
Reference Transactions per Capita (FY 2016 statewide average is 0.82)	1.39	1.4	1.41
Internet and WIFI Log-ins	79,803	80,202	80,603
Registered Cardholders / Percentage of Total Population	79,782 39%	80,579 40%	81,384 41%
Technology Trainings	28,263	28,828	29,404

Library Special Programs
2018/19 Budget — \$123,378

Develops and coordinates programs for community members related to the attainment of U.S. citizenship, the acquisition of English-language skills, and the improvement of adult literacy skills. Provides assistance to individuals seeking help with the process of applying for programs and resources such as food assistance, health coverage, home energy assistance, and more through the Texas Benefit Bank.

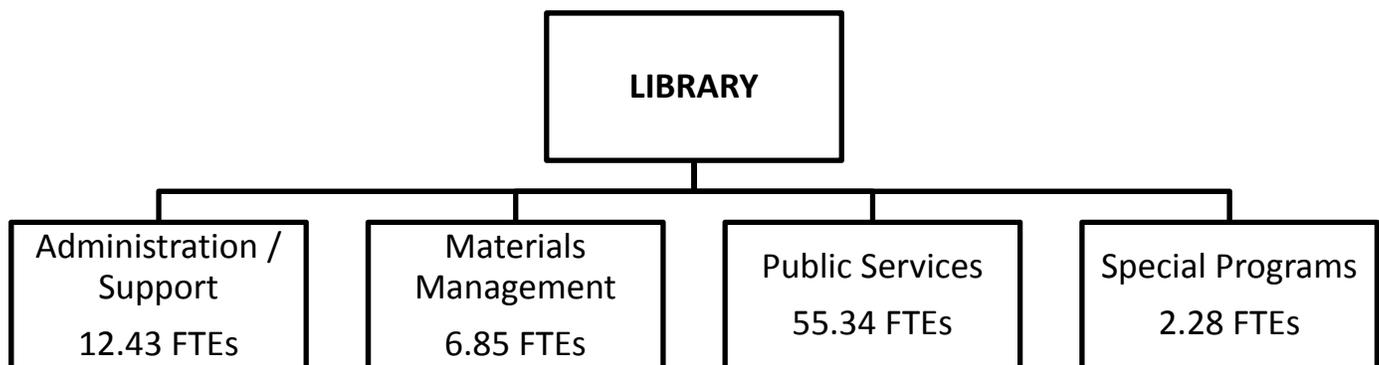
Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Benefit Bank Counseling Sessions	120	135	140
Citizenship Enrollment	197	200	220
ESL Enrollment	607	625	650
Adult Literacy Tutoring - Student Hours	700	775	850
Adult Literacy Tutoring - Students Enrolled / Percentage Progressing One Grade Level	22 / 75%	35 / 70%	45 / 70%

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	56.9	56.9	56.9
Part-time Positions	20.0	20.0	20.0
Total Positions	76.9	76.9	76.9

Total Library Department 2018/19 Budget — \$4,161,314



City of Amarillo
Department Staffing Report

Department: Library

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
0.90	ADM030	DIRECTOR OF LIBRARY SERVICES	
1.00	ADM031	ASSISTANT DIRECTOR OF LIBRARY SERVICES	
19.00	CLR400	ADMINISTRATIVE ASSISTANT I	
2.00	CLR410	ADMINISTRATIVE ASSISTANT III	
1.00	CLR950	BUYER I	
1.00	PRF028	LIBRARY TECH SPECIALIST	
3.00	PRF030	LIBRARIAN I	
4.00	PRF031	LIBRARIAN II	
6.00	PRF032	LIBRARIAN III	
1.00	PRF033	COORD. OF PUBLIC RELATIONS AND PROGRAMMING	
18.00	PRF034	LIBRARY ASSISTANT	
56.90		Total Permanent Positions	
Part-Time Positions			
2.00	HRL032	LIBRARY MESSENGER	
18.00	HRL904	ADMINISTRATIVE ASSISTANT	
20.00		Total Part-Time Positions	
76.90		Total Department	3,094,807





(1811)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 1,710,652	\$ 1,768,414	\$ 2,489,173
Supplies	823,887	933,920	1,583,036
Contractual Services	965,888	939,024	947,964
Other Charges	35,014	35,088	32,286
Total Expenses	\$ 3,535,441	\$ 3,676,446	\$ 5,052,459

Mission

To provide the finest golf experience regarding golf course maintenance standards, customer service, professionalism and overall staff knowledge at an affordable price to the golfing public and visitors of Amarillo.

Strategic Approach

Ross Rogers

Efficiently manage, train and motivate staff to provide optimum service and playing conditions with an emphasis on detail and proven cutting edge agronomic and management practices. Ross Rogers Golf Complex is a 36-hole, 340 acre golf complex operated and maintained for recreational use by the golfing public. The facility coordinates with Golf Professional staff to execute an event schedule along with daily green fee play throughout the year.

Ross Rogers Golf Complex maintains both WildHorse and Mustang golf courses at a very high standard for the visitors and citizens of Amarillo. Numerous agronomic and maintenance practices are performed to ensure a quality golf experience. Through continuing education along with the many years of experience the management staff has in the golf industry, many **best practices** are utilized on a daily basis.

Comanche Trail

Comanche Trail Golf Complex fulfills its mission by maintaining the 36-hole golf complex for recreational use by the public on both the Tomahawk and Arrowhead courses.

The golf program embraces the recent initiatives set forth in the **BluePrint for Amarillo** as it relates to continued planning and maintenance of **Infrastructure**. The City of Amarillo continues to invest funds to improve and maintain the infrastructure to ensure that the golf complexes are two of the finest municipal facilities not only in the region, but in the state of Texas.

Programs

Golf Complexes

2018/19 Budget — \$5,052,459

Performance Measures/Indicators:

*Estimate based on 2016/17 actual

	2016/17 Actual	2017/18 Estimated Combined	2018/19 Projected Combined
Ross Rogers Golf Complex			
Total Annual Rounds	46,994	70,861	74,000
Average Daily Rounds	129	196	203
Average Monthly Revenue	\$96,039.80	\$261,579.25	297,541.67
Revenue Per Round	\$24.52	\$44.30	\$48.25
Cost Per Round	\$43.30	\$68.81	\$67.78
Charity/Tournament Rounds	5508	11,400	11,400
Charity Contributions Back to the Community	512,000	\$875,000	\$875,000
Comanche Trail Golf Complex			
Total Annual Rounds	38,324		
Average Daily Rounds	105		
Average Monthly Revenue	\$49,311.52		
Revenue Per Round	\$15.44		
Cost Per Round	\$39.14		
Charity/Tournament Rounds	5800		
Charity Contributions Back to the Community	372,000		

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	31	37	37
Part-time Positions	20	56	56
Total Positions	51	93	93

Total Golf Course Complexes 2018/19 Budget — \$5,052,459

PARKS AND
RECREATION
DIVISION



Golf Complexes
93.00 FTEs

City of Amarillo

Department Staffing Report

Department: Golf Courses

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM404	ASSISTANT GM OF GOLF OPERATIONS	
1.00	ADM405	GM OF GOLF OPERATIONS	
2.00	ADM899	HEAD GOLF PROFESSIONAL	
2.00	ADM900	GOLF COURSE SUPERINTENDENT	
2.00	PRF452	ASSISTANT GOLF PROFESSIONAL	
5.00	TRD430	GREENSKEEPER I	
13.00	TRD431	GREENSKEEPER II	
4.00	TRD436	GOLF IRRIGATION TECH II	
3.00	TRD440	GOLF EQUIPMENT MECHANIC	
2.00	TRD910	CUSTODIAN I	
2.00	TRD975	ASSISTANT GOLF COURSE SUPERINTENDENT	
37.00		Total Permanent Positions	
Part-Time Positions			
14.00	HRL260	CART ATTENDANT	
14.00	HRL265	DELI ATTENDANT	
12.00	HRL270	GOLF COURSE MARSHAL	
9.00	HRL275	PRO SHOP ATTENDANT	
2.00	HRL413	YOUTH WORKER - MAINTENANCE	
1.00	HRL911	CUSTODIAN I	
4.00	HRL930	UTILITY WORKER	
56.00		Total Part-Time Positions	
93.00		Total Department	2,489,173



(1820)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 447,405	\$ 489,492	\$ 474,606
Supplies	22,714	24,400	22,600
Contractual Services	5,655	5,900	6,200
Other Charges	6,537	6,536	7,935
Total Expenses	\$ 482,311	\$ 526,328	\$ 511,341

Mission

To enhance the quality of life for Amarillo citizens through quality parks, programs, and people.

Strategic Approach

The main function of Parks and Recreation Administration is to direct the overall operations of six departments, including Parks Maintenance, Ross Rogers Golf Complex, Comanche Trail Golf Complex, Recreation, Athletics, and the Zoo by providing each department fast and efficient service through effective decision-making, design, planning, and financial assistance as it pertains to the effective operation of each division. Secondly, this department plans and implements the five-year capital improvement plan that focuses on project planning, implementation, and construction supervision that focuses on safety, quality, timeliness, and cost-effective projects that support, improve, and enhance the park and recreation experience citywide. Most importantly, this department strives to provide the highest quality of customer service as it relates to public inquiries, park reservations, athletic registrations, conflict resolution, and general information while placing a priority on community engagement, positive public relations, and partnership building in the community to support programs and services offered.

Programs

Administration/Support

2018/19 Budget — \$511,341

Performance Measures/Indicators:

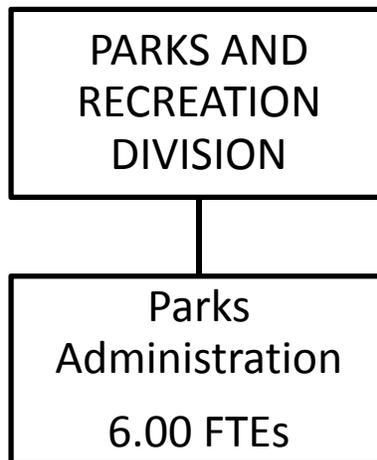
	2016/17 Actual	2017/18 Estimated	2018/19 Projected
*Number of Special Event Applications Processed	111	150	115
Number of Park Reservations Processed	1,222	1,000	1,000
Phone Contacts with Public (daily average)	35	40	45
Number of Permanent positions managed by Admin	130	136	136
Number of Part-Time positions managed by Admin	205	238	239

*Special Event Applications are for Reservations of 200+ individuals.

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	6	6	6
Part-time Positions	0	0	0
Total Positions	6	6	6

Total Parks and Recreation Administration 2018/19 Budget — \$511,341



City of Amarillo

Department Staffing Report

Department: Parks & Rec Administration

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM400	DIRECTOR OF PARKS AND RECREATION	
1.00	ADM401	ASSISTANT DIRECTOR OF PARKS AND RECREATION	
1.00	CLR400	ADMINISTRATIVE ASSISTANT I	
1.00	CLR630	OFFICE MANAGER	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
1.00	PRF400	PARK PLANNER	
6.00		Total Permanent Positions	
6.00		Total Department	474,606





(1830-1855)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 619,835	\$ 1,200,959	\$ 1,174,427
Supplies	221,853	314,730	287,090
Contractual Services	124,787	164,532	175,598
Other Charges	73,514	81,188	90,561
Total Expenses	\$ 1,039,989	\$ 1,761,409	\$ 1,727,676

Mission

To enhance the quality of life for Amarillo citizens through quality parks, programs, and people.

Strategic Approach

The function of the Recreation Services division is to plan, develop, and deliver quality municipal recreation services and events that meet the needs of the community. Operations related to the Recreation Services division consist of Summer Park Recreation, Marketing, Special Events, Tennis, Aquatics, and the Charles E. Warford Activity Center.

Summer Park Recreation provides a free structured and supervised recreation program at 17 parks and throughout the City. Participants, ages 5 to 13, receive a free lunch each day and on Fridays take home a Snack Pak for the weekend, made possible by an expanded public/private partnership program. The City provides the foundation of the program with the leadership personnel, supplies, and support while the tremendous support of community partners supplement the program with food, clothes, hygiene items, and volunteer hours, as well as in-kind and financial support. The Summer Park Recreation Program also provides free sports camps including soccer, football, basketball, and tennis. Program sites are located in areas of need within the community and assist to address those Disadvantaged Areas as it relates to recreation and athletic programming.

Marketing strives to increase public awareness of our programs and events through print materials, live radio remotes, radio ads, website development, social media, web commercials, texting, billboards, and attendance at job fairs and expos.

Special Events, hosted at both parks and pools, are offered through the division currently. Twelve events are offered annually on average. Most events are free of charge and provide an excellent opportunity to provide and promote affordable family activities.

Tennis programming is offered at the Amarillo National Tennis Center, which includes 17 lighted courts, with 3 covered from the elements. A strong partnership with the Amarillo Area Tennis Association augmented with both City and contract staff provides tennis opportunities to the community by offering lessons, leagues, and tournament play combined with a robust youth tennis program made possible by the recent partnership with Kids Incorporated and the Alex O’Brien Foundation.

Aquatics (Swimming Pools) currently operates 3 outdoor seasonal swimming pools, and 1 indoor year-round pool at Charles E. Warford Activity Center offering open swim, family nights, swim lessons, daytime and private parties, and programs such as Jr. Guard. It provides quality facilities and services in a safe aquatic environment for everyone to enjoy, and promotes water safety awareness in the community through school and community presentations. The budget reflects the addition of the first indoor swimming pool located at the Charles E. Warford Activity Center. This budget supports and allows for aquatic program expansion, both youth and adult, to a year-round operation increasing overall aquatic participation in programs and events.

Opened January 20, 2018, the Charles E. Warford Activity Center provides a wide variety of affordable opportunities for all ages and abilities to participate in recreation, fitness, aquatic, educational, social, and sport-based programs. This is the first recreation center owned and operated by the City and will provide us with a facility that includes a full-sized gymnasium, fitness rooms, commercial kitchen, programming space, and an indoor pool for implementation of a year-round aquatic program. This facility will serve youth to seniors and will assist in addressing Disadvantaged Areas and Youth Athletic Program Facility and Program deficiencies related to Council initiatives.

Programs

Aquatics

2018/19 Budget — \$496,387

Swimming Pools.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Southeast Pool Swim Lesson Participants	440	450	500
Southwest Pool Swim Lesson Participants	805	850	900
Thompson Pool Swim Lesson Participants	97	105	115
Warford Pool Swim Lesson Participants	N/A	500	600
Public Swim Attendance	44,290	46,200	48,150
Helping Hands Scholarships Awarded (swim lessons)	17	20	25
Southeast Pool Public Swim Attendance	20,049	20,750	21,700
Southwest Pool Public Swim Attendance	12,983	13,300	13,900
Thompson Pool Public Swim Attendance	11,888	12,150	12,550
Number of Splashpads	14	15	15
Number of Swimming Pools	3	4	4

Recreation

2018/19 Budget — \$737,906

Summer Park Recreation, Tennis, Marketing, Special Events.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total Summer Recreation Program Lunches Served	11,201	12,000	13,000
Summer Recreation Program Participants	1,719	1,750	1,800
Special Event Attendance	6,867	7,500	8,000
Annual Website Views	315,516	330,000	350,000
Annual Tennis Center Visits	25,746	26,500	27,250

Warford Center

2018/19 Budget — \$493,383

Charles E. Warford Activity Center

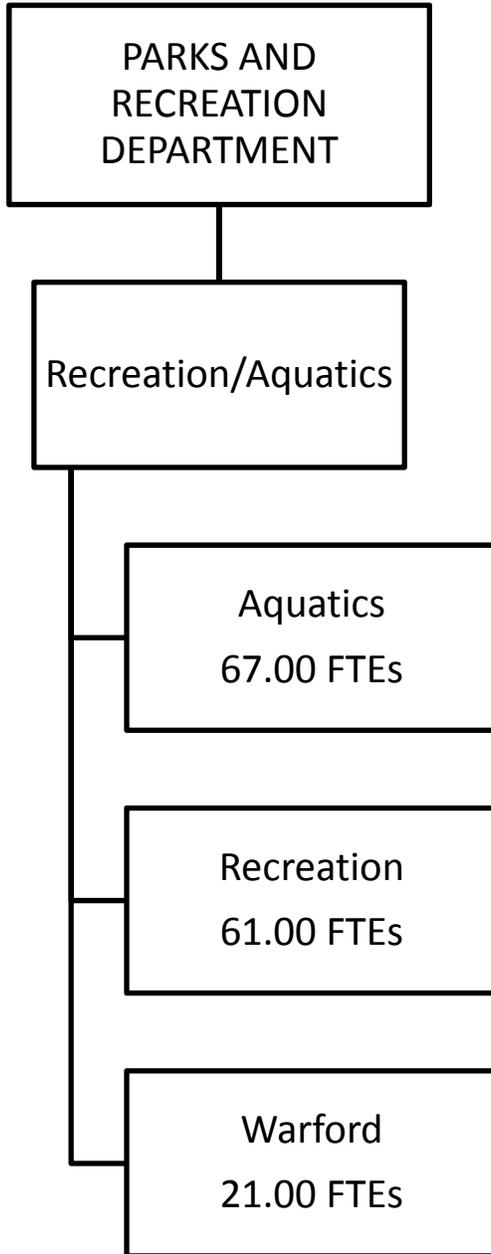
Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Warford Recreation Program Lunches Served	N/A	1,935	2,100
Warford Afterschool Program Participants	N/A	307	650
Warford Room and Gym Reservations	N/A	60	100

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	12	13	13
Part-time Positions	139	136	136
Total Positions	151	149	149

Total Recreation Department 2018/19 Budget — \$1,727,676



City of Amarillo
Department Staffing Report

Department: Tennis Center

Number of Employees	Classification	Description	Personal Services Total
Part-Time Positions			
1.00	HRL420	PROGRAM COORDINATOR	
1.00		Total Department	17,423

Department: Swimming Pools

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	CLR045	ASSISTANT AQUATIC COORDINATOR	
1.00	PRF420	AQUATICS SPECIALIST	
2.00			
Part-Time Positions			
36.00	HRL400	LIFE GUARD	
8.00	HRL402	SWIMMING LESSON INSTRUCTOR	
8.00	HRL403	POOL CASHIER	
3.00	HRL405	HEAD LIFEGUARD	
3.00	HRL406	ASSISTANT - POOL MANAGER	
3.00	HRL409	SWIMMING POOL MGR.	
3.00	HRL417	LESSON COORDINATOR	
1.00	HRL901	ACCOUNT CLERK I	
65.00		Total Part-Time Positions	
67.00		Total Department	275,124

Department: Parks & Recreation Program

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	CLR044	ASSISTANT RECREATION COORDINATOR	
1.00	CLR090	MARKETING COORDINATOR	
1.00	CLR155	EVENTS COORDINATOR	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
1.00	MGT400	RECREATION SUPERVISOR	
1.00	PRF142	RECREATION COORDINATOR	
6.00		Total Permanent Positions	
Part-Time Positions			
2.00	HRL414	RECREATION SPECIALIST	
47.00	HRL415	RECREATION LEADER	
4.00	HRL418	DISTRICT SUPERVISOR	
1.00	HRL901	ACCOUNT CLERK I	
54.00		Total Part-Time Positions	
60.00		Total Department	510,160

City of Amarillo

Department Staffing Report

Department: Warford Activity Center

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	CLR190	FRONT DESK MANAGER	
1.00	CLR195	POOL MANAGER	
1.00	PRF025	FITNESS/WELLNESS COORDINATOR	
1.00	TRD047	CUSTODIAN II	
1.00	TRD910	CUSTODIAN I	
5.00		Total Permanent Positions	
Part-Time Positions			
3.00	HRL085	FRONT DESK ATTENDANT	
2.00	HRL090	FITNESS ATTENDANT	
2.00	HRL095	AFTERSCHOOL PROGRAM ATTENDANT	
6.00	HRL400	LIFE GUARD	
2.00	HRL402	SWIMMING LESSON INSTRUCTOR	
1.00	HRL905	ATHLETIC SPECIALIST	
16.00		Total Part-Time Positions	
21.00		Total Department	371,720



(1861)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 4,058,106	\$ 3,911,809	\$ 3,995,984
Supplies	1,689,043	1,754,691	1,896,000
Contractual Services	1,364,108	1,429,063	1,455,329
Other Charges	75,473	91,669	123,640
Capital Outlay	59,172	-	-
Total Expenses	\$ 7,245,902	\$ 7,187,232	\$ 7,470,953

Mission

Park Maintenance strives to enhance the quality of life for Amarillo citizens through quality parks, programs, and people. To provide a high level of maintenance related to parks and facilities through efficient and safe practices that exceed the expectations of the Amarillo citizens. Evaluate, prioritize, and implement needed repairs and improvements to existing park grounds, park facilities, athletic fields, and municipal building grounds.

Strategic Approach

The Park Maintenance department provides maintenance and care to park grounds and facilities throughout the entire Parks and Recreation system. Included are municipal building grounds, street corridors, and traffic islands. This is accomplished by executing tasks and maintenance activities designed to produce a quality product for the safety and enjoyment of the public. Park Maintenance supports the City of Amarillo Winter Weather Operations by clearing snow and ice from parking lots and sidewalks around public buildings and by keeping the truck entrances clear at the Fire Stations. Park Maintenance supports the general mission and goals as set forth by the Parks and Recreation division.

Park Maintenance fulfills its mission by continually inspecting, repairing, and renovating its areas of responsibility to ensure clean, safe, and aesthetically pleasing parks and facilities. These components are a key part of maintaining the entire parks infrastructure and commitment to enhance **Community Appearance**. Park Maintenance also supports the **Blueprint for Amarillo** through maintenance and continued improvement of parks in **Disadvantaged Areas** and through the ongoing maintenance of athletic facilities utilized for **Youth Athletics**. The Parks and Recreation division will begin a Park Master Plan revision starting in 2017 to best set future renovation and development while assisting to identify those areas that meet national standards for parks and what areas may be deficient. Once completed and adopted, the revised Master Plan will be the foundation to seek National Accreditation as recognized by the Commission for Accreditation of Parks and Recreation Agencies.

Programs

Park Maintenance

2018/19 Budget — \$ 7,321,534

The Park Maintenance department provides maintenance and care to park grounds and facilities throughout the entire Parks and Recreation system. This includes municipal building grounds, street corridors, and traffic islands. This is accomplished by executing tasks and maintenance activities designed to produce a quality product for the safety and enjoyment of the public.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
<u>Workload</u>			
Irrigation and Sprinkler Repair Work Orders	1540	1,300	1,300
Facility Maintenance Work Orders	742	600	600
Electrical Repair Work Orders	184	250	250
Restroom and Drinking Fountain Repairs	348	200	200
Playground Renovations Per Year	2	1	2
Trees Removed	139	200	200
Trees Planted	233	400	400
Graffiti Removal	340	400	400
Total Athletic Field Acreage	159.5	159.5	159.5
Athletic Field Acreage Over-Seeded with Rye Grass Per Year	40 acres	40 acres	80 acres
Baseball/Softball Field Prep Per Week	182	182	182
Developed Acres Mowed/Trimmed Per Week	1,444	1,444	1,444
<u>Efficiency</u>			
Cost to Maintain 1 Baseball Field Per Year	\$39,690.00	\$39,690.00	\$39,690.00
Cost to Maintain 1 Soccer Field Per Year	\$25,162.00	\$25,162.00	\$25,162.00
Cost to Prep 1 Baseball Field for Play	\$31.96	\$31.96	\$31.96
Cost to Maintain 1 Acre of Park Property	\$3,076.49	\$3,254.18	\$3,354.11
Acres Maintained Per Worker	28.60 acres	28.63 acres	28.63 acres

Winter Weather Operations

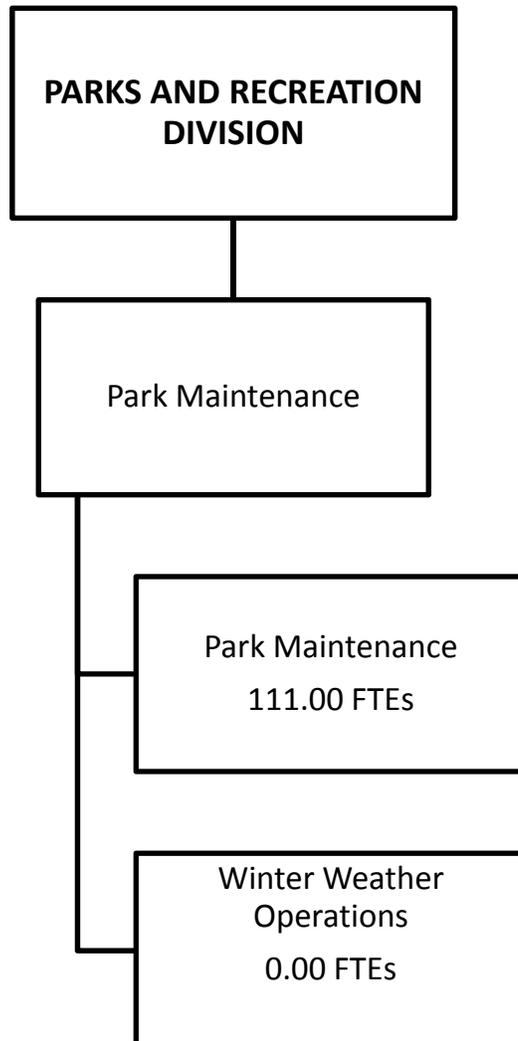
2018/19 Budget — \$149,419

Park Maintenance supports the City of Amarillo Winter Weather Operations by clearing snow and ice from parking lots and sidewalks around public buildings and by keeping the truck entrances clear at the Fire Stations.

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	76	75	75
Part-time Positions	36	36	36
Total Positions	112	111	111

**Total Park Maintenance Department 2018/19 Budget —
\$7,470,953**



City of Amarillo

Department Staffing Report

Department: Park Maintenance

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM410	PARK SUPERINTENDENT	
1.00	ADM411	ASSISTANT PARK SUPERINTENDENT	
1.00	CLR400	ADMINISTRATIVE ASSISTANT I	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
1.00	MGT410	PARK OPERATIONS SUPERVISOR	
2.00	MGT411	PARK HORTICULTURAL SUPERVISOR	
1.00	MGT412	PARK MAINTENANCE SUPERVISOR	
1.00	MGT432	VISITOR SERVICE COORDINATOR	
13.00	MGT950	PARK FOREPERSON I	
8.00	TEC950	PARK TECHNICIAN I	
8.00	TEC951	PARK TECHNICIAN II	
2.00	TRD410	PARK MAINTENANCE MECHANIC II	
2.00	TRD411	TREE TRIMMER	
4.00	TRD415	PARK PLUMBER I	
4.00	TRD416	PARK PLUMBER II	
1.00	TRD915	ELECTRICIAN I	
20.00	TRD930	UTILITY WORKER	
4.00	TRD970	PARK MAINTENANCE MECHANIC I	
75.00		Total Permanent Positions	
Part-Time Positions			
11.00	HRL413	YOUTH WORKER - MAINTENANCE	
4.00	HRL915	CREW LEADER	
20.00	HRL930	UTILITY WORKER	
1.00	HRL965	INSPECTOR	
36.00		Total Part-Time Positions	
111.00		Total Department	3,995,984



(1862)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 409,277	\$ 395,158	\$ 413,490
Supplies	98,323	100,600	99,900
Contractual Services	38,892	34,587	34,587
Other Charges	7,450	9,399	12,848
Total Expenses	\$ 553,942	\$ 539,744	\$ 560,825

Mission

To enhance the quality of life for Amarillo citizens through quality parks, programs, and people. To enhance visitor experience through first-class animal displays, educational programming, and special events while incorporating the highest level of animal care, education, and conservation initiatives. Evaluate, prioritize, and implement needed repairs and improvements to existing Zoo exhibits, facilities, and grounds.

Strategic Approach

The proposed budget allows Zoo Animal staff to operate the Zoo, care for the animals, and maintain the facilities related to animal care. The Zoo Visitor Service/Education staff operates the admission/concession areas, educational programs, and special events. The primary goal for Zoo staff is to provide quality care for the animals, grounds, and structures to continually improve and update existing operations and exhibits to provide the most enjoyable experience possible for the visiting public. This is accomplished by executing tasks and animal care activities designed to produce a quality product for the safety and enjoyment of the public. Zoo Maintenance supports the general mission and goals as set forth by the Parks and Recreation division.

Zoo staff is responsible for animal care and management, facility maintenance, conservation initiatives, and visitor services. Zoo staff utilizes all available resources to achieve a high level of animal care, customer satisfaction, and overall safety at the Amarillo Zoo. This budget addresses the **Best Practice** initiative by providing and supporting additional technologies available to Zoo staff to provide the most current training available.

Staff fulfills the Zoo's mission by continually inspecting, repairing, and renovating its areas of responsibilities to ensure well-cared-for animals and a clean, safe, and aesthetically pleasing zoo. The Amarillo Zoo, along with our Zoo Friends Support Organization, will continue fundraising effort in 2018/2019 budget year to help improve the children's area located within the Zoo. These funds will go

towards new animal displays, contact area, educational items, and improved animal housing. These additions/renovations will help provide the visiting public with the highest quality zoo experience possible.

Programs

Zoo Maintenance

2018/19 Budget — \$560,825

Zoo staff is responsible for animal care and management, facility maintenance, conservation initiatives, and visitor services. Zoo staff utilizes all available resources to achieve a high level of animal care, customer satisfaction and overall safety at the Amarillo Zoo.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Amarillo Zoo Animal Collection (Species/Specimens)			
Mammals	31/67	30/60	30/55
Birds	7/8	8/15	8/19
Reptiles/Amphibians	35/55	38/55	37/62
Invertebrates	10/212	7/217+	7/306+
Visitor Services			
Admission Revenue	\$160,065	\$198,315	\$201,750
Education Program Revenue	\$22,458	\$20,000	\$22,000
Special Event Revenue	\$66,437	\$62,000	\$61,000
Volunteer Hours Worked	2,852	3,000	3,000
Annual Zoo Visitors	122,000	130,000	135,000
Average Cost of Zoo Operations per Visitor	\$3.74	\$4.06	\$4.11

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	7	7	7
Part-time Positions	7	7	7
Total Positions	14	14	14

Total Zoo Maintenance 2018/19 Budget — \$560,825

PARKS AND
RECREATION
DIVISION



Zoo Maintenance
14.00 FTEs

City of Amarillo
Department Staffing Report

Department: Zoo Maintenance

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	MGT430	ZOO CURATOR	
6.00	TEC956	ZOO KEEPER II	
7.00		Total Permanent Positions	
Part-Time Positions			
2.00	HRL252	GATE ATTENDANT	
1.00	HRL413	YOUTH WORKER - MAINTENANCE	
4.00	HRL930	UTILITY WORKER	
7.00		Total Part-Time Positions	
14.00		Total Department	413,490



(1870-1877)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 321,645	\$ 366,639	\$ 326,350
Supplies	23,525	29,532	36,925
Contractual Services	59,873	73,385	75,841
Other Charges	5,100	6,113	7,829
Total Expenses	\$ 410,142	\$ 475,669	\$ 446,945

Mission

To enhance the quality of life for Amarillo citizens through quality parks, programs and people.

Strategic Approach

The Athletic division plans, coordinates, markets, implements, supervises and evaluates the adult basketball, softball and volleyball programs for Amarillo citizens and surrounding communities. The division manages and trains staff along with contract officials and scorekeepers, to provide the highest level of game management and excellent customer service to program participants.

The Athletics division accepts registration and collects entry fees for approximately 1,300 adult sport teams annually. The Athletic division schedules these teams each year and publishes game schedules for approximately 9,000 games. Schedules and standings are provided electronically for the convenience of the participants. Athletic staff schedule and train sports officials and scorekeepers to officiate and score all sports offered including softball, volleyball and basketball. Staff provides awards for all leagues and tournaments and presents them formally at the end of each sport season or tournament. Staff prepares payment authorizations for each individual contract sport official and scorekeeper on a biweekly basis. All offered leagues and tournaments are registered with the appropriate sanctioning organization.

Athletic staff also allocate city owned athletic facilities to five private adult sport providers and four youth sport organizations that utilize City sports fields for their program implementation. In addition, the Athletics division staff facilitates tournaments hosted by outside organizations. Staff invoices organizations for field usage and collects fees. The athletics division also schedules practices for adult sports teams and youth sport organizations and collects field rental fees.

The Athletics division organizes three softball tournaments and one volleyball tournament annually, which delivers an economic impact for the City. The Athletic staff also facilitates sports tournaments from private user groups, invoices those groups and collects fees.

- The Athletics division works closely with youth sport providing organizations to facilitate their utilization of the City’s athletic fields and facilities. Although not direct providers of youth sports, the division allocates space, provides resources and collaborates when necessary and requested to support the function of youth sport leagues and tournaments in the community. The Athletics division, without operational budget impact, will work diligently this upcoming year to implement via local providers identified sport league expansions and new program ideas as identified in the **Pillars for Amarillo Youth Athletics** initiative survey. Program expansions in PickleBall, Ultimate Frisbee, and Dodgeball will be explored as will new programs such as wrestling and boy’s volleyball. The department collaborates with the West Texas Youth Baseball Association to offer the Major League Baseball Pitch, Hit and Run Competition, which was held at the Rick Klein Baseball Complex the past two years.

This budget reflects requested funds for continued training to ensure that **Best Practices** in athletics management are implemented. Athletic employees are expected to complete a two year training to obtain certification as a Certified Professional Sports Manager. The Athletics department staff will continue to attend meetings, workshops and conferences of the Texas Amateur Athletic Federation (T.A.A.F.), United States Sports Specialty Association (U.S.S.S.A.) and the Texas Recreation and Parks Society (T.R.A.P.S.) to keep current on trends in athletics, changes in sports rules and to place bids on sport tournaments to be held in Amarillo.

Programs

Athletics

2018/19 Budget — \$446,945

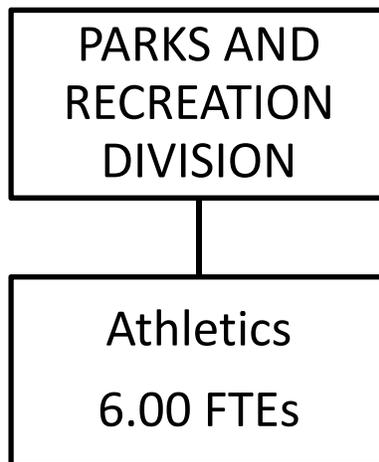
Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total Adult League Games Scheduled	8,898	8,898	9,063
Adult Basketball Teams Registered (single season)	28	37	37
Adult Softball Teams Registered (two seasons)	535	535	535
Adult Volleyball Teams Registered (four seasons)	739	755	700
Officials/Scorekeepers Trained	120	100	100
Practice Field Reservations Processed	1,086	1,100	1,125

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	3	3	3
Part-time Positions	3	3	3
Total Positions	6	6	6

Total Athletics Department 2018/19 Budget — \$446,945



City of Amarillo

Department Staffing Report

Department: Athletic Administration

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	CLR405	ADMINISTRATIVE ASSISTANT II	
1.00	MGT420	ATHLETIC SUPERVISOR	
1.00	PRF430	ATHLETIC SPECIALIST	
3.00		Total Permanent Positions	
Part-Time Positions			
3.00	HRL905	ATHLETIC SPECIALIST	
6.00		Total Department	326,350



(1880)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 93,910	\$ 99,921	\$ 83,452
Supplies	3,244	34,900	4,000
Contractual Services	25,864	82,100	21,250
Other Charges	2,880	33,000	3,406
Total Expenses	\$ 125,898	\$ 249,921	\$ 112,108

Mission

To enhance the quality of life for Amarillo citizens through quality parks, programs, and people.

Strategic Approach

The Senior Services program proposed transitions from study and planning to implementation by establishing the Amarillo Center Without Walls. The transition is based upon the recommendation of the 21st Century Senior Services Development Advisory Board after completion of the 2018 “Active Adult 50+ Programming Needs Assessment and Facility Feasibility Study” and 2015 “Blueprint for 21st Century Senior Centers” report. The establishment of the Amarillo Center Without Walls is an initial step in addressing the Economic Development and Redevelopment and Civic Pride Pillars outlined in “Blueprint for Amarillo – Vision for the Future of Amarillo.” An Amarillo Center Without Walls will assist in improving the quality of life “offering modern housing, cultural, and recreational options for all ages.” (Page 13) and embracing culture, arts and recreation (Page 19) as well as enhancing health and wellness of our city’s citizens.

Senior Services within the Parks and Recreation Department began with the July 2016 execution of a Memorandum of Understanding (MOU) between the City of Amarillo, Amarillo Area Foundation, Baptist Community Services, and the Mary E. Bivins Foundation. The MOU partnership was a result of an extensive study titled “Blueprint for 21st Century Senior Centers.” The 2014-15 study process began in response to community concerns about rapidly shrinking resources endangering the Amarillo Senior Citizen Association. Numerous community organizations were represented on the study group and viewed the study process as a community-wide opportunity to shape a larger conversation on regarding a better future for all seniors in Amarillo. The MOU provided funding over the two-year development period (November 2016- October 2018) in the amount not to exceed \$300,000 (\$150,000 per year for operational expenses) from the foundations and a minimum of \$200,000 (to cover personnel costs) from the City of Amarillo. The MOU required:

- Establishment of a community-based advisory/leadership structure in accordance with City policies and procedures tasked with overseeing the Blueprint Plan and its full implementation as well as subsequent ongoing operations.
- Employment of necessary professional leadership/personnel to implement the plan.
- Assessment of the need for a new senior center.
- Development of a structure for a cooperative network of centers and services (both public and private).
- Assessment of the viability of a center without walls concept that offers programs and services throughout the community in nontraditional locations and utilizes technology for a virtual center.
- Determination of a sustainable infrastructure which also leverages existing resources.
- Determination of sources and levels of sustainable financing.
- Development of an outline and summary of potential programs and facilities.
- Creation of awareness of the Blueprint Plan and its goals.

MOU requirements were accomplished through a workplan that included establishing the 21st Century Senior Services Development Advisory Board; completing a senior populations programming needs assessment; completing a senior center facility feasibility study; determining the feasibility of a cooperative network of centers/center without walls/virtual center; and providing community awareness/engagement opportunities throughout the two-year development period.

Both the Blueprint study and the 2018 Active Adult 50+ Programming Needs Assessment and Facility Feasibility Study provided the basis for a final report recommending the establishment of a center without walls program.

A center without walls is a community-based service delivery model connecting participants to existing programs and services in nontraditional “senior” facilities, providing new services and programs utilizing existing community spaces, and creating a collaboration network of organizations, businesses and individuals committed to sharing and developing program and service resources. It is expected that a center without walls/virtual center will benefit the community in several ways. The center without walls concept will:

- Consistently connect citizens to existing programming and services across the community.
- Create opportunity to reach active adults/seniors not currently participating in programs and services.
- Provide programming and services that currently do not exist in the community to address health and wellness, economic security and connection to community issues for the active adult/senior population.
- Develop new collaboration and partnerships to better serve the community as well as a coordinated network of community based organizations, business and individuals committed to sharing and developing further program and service resources.
- Educate the community regarding the needs of its aging citizens.
- Connect aging citizens and their caregivers to resource information.
- Efficiently use existing resources to effectively serve the growing active adult/senior population

The center without walls model proposed is primarily based upon the Gateway Seniors Without Walls program in Maine (www.gatewayseiorswithoutwalls.org).

The specific goal and strategy of the Amarillo Center Without Walls is to maximize the health (physical, mental and spiritual) and wellness, economic security and connection to community for active adults (Age 50+) in and near Amarillo, Texas by:

- connecting and engaging active adults 50+ with existing community programs and services,
- developing new services/programs for the age group, and
- creating a collaboration/program provider network to share and develop program and service resources.

Program components include:

- online community via the City of Amarillo – Parks and Recreation website (webpage, social media, event/activity calendar, registration of City directors programs/events/activities, links to program provider events/activities/registration, and resources directory with relevant links and information);
- low cost/no cost programs and services in nontraditional spaces delivered by the City to fill gaps in community programming as identified in the programming needs assessment; and
- community awareness and marketing of the branded Center Without Walls.

Programs

Senior Services

2018/19 Budget — \$112,108

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Community Engagement Opportunities/Attendance	18/240	15/200	2/50
Warford Center Senior Specific Programs Delivered	0	6	0
Warford Center Senior Special Events Held	0	3	0
Program Providers Participating in Center Without Walls Calendar	0	0	15
Center Without Walls Webpage Visitors	0	0	1,000
Center Without Walls Resource Directory Visitors	0	0	1,000

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	1	1	1
Part-time Positions	0	0	1
Total Positions	1	1	2

Total Parks and Recreation Senior Services 2018/19 Budget — \$112,108

PARKS AND
RECREATION
DIVISION

Senior Services
2.00 FTE

City of Amarillo
Department Staffing Report

Department: Senior Services

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	MGT560	PROGRAM COORDINATOR	
1.00		Total Permanent Positions	
Part-Time Positions			
1.00	HRL904	ADMINISTRATIVE ASSISTANT (HOURLY)	
2.00		Total Department	83,452



CITY OF AMARILLO
SUMMARY OF EXPENDITURES BY ACTIVITY CLASSIFICATION

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
Transportation			
1420 Street Department	8,601,764	9,748,538	9,758,143
1732 Traffic Field Operation	3,830,786	3,639,983	3,812,300
1761 Transit Fixed Route	2,552,636	3,093,426	2,820,328
1762 Transit Demand Response	1,592,629	1,595,313	1,764,628
1763 Transit Maintenance	571,549	581,115	1,115,212
1764 Transit Administration	0	0	423,153
1000 General Fund	17,149,364	18,658,375	19,693,764
2660 Leose Training Program Fu			
Transportation			
26630 Leose Training- Airport	1,696	1,500	1,500
2660 Leose Training Program Fu	1,696	1,500	1,500
5400 Airport Fund			
Transportation			
54110 Department of Aviation	12,820,245	13,170,225	14,158,559
54120 Airport Transfers	0	9,530,650	7,726,600
54170 Rental Car Facility	852,262	728,671	750,208
5420 Airport PFC fund	1,167,175	0	0
5400 Airport Fund	14,839,682	23,429,546	22,635,368
Transportation Total Expenditures	31,990,742	42,089,421	42,330,632





(1761, 1762, 1763, 1764)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 3,396,324	\$ 3,663,927	\$ 3,945,280
Supplies	760,888	966,599	1,592,011
Contractual Services	114,935	118,483	114,337
Other Charges	444,667	520,845	471,693
Total Expenses	\$ 4,716,814	\$ 5,269,854	\$ 6,123,321

Mission

Our Mission is to provide Safe, Reliable and Cost Effective Public Transportation services valued by Users, Non-Users and Community Leaders.

Strategic Approach

Amarillo City Transit (ACT) will focus on improving service to meets the priorities set forth in the **Future Vision BluePrint for Amarillo** by delivering customer focused public transportation services .

ACT currently provides fixed route service within the city limits west of Lakeside Drive, Monday through Saturday from 6 a.m. to 7 p.m. ACT provides Spec-Tran service to individuals who qualify under the Americans with Disabilities Act. Spec-Trans operates in the same service area on the same days, and hours as fixed route service in compliance with the Americans with Disabilities Act. The ACT service area encompasses 76 square miles.

ACT implemented the Transit Master Plan route network in August 2018. The number of bus routes increased from eight to thirteen. Service is now more direct and more destinations are served with the new route structure including the Department of Motor Vehicles. Amarillo College has more direct service to all three campuses and the Hospital District has a new on demand service that provides offers circulation within the District. The number of routes serving the Westgate Mall has also increased.

The FY 18/19 budget includes limited evening service. Operating hours will be extended to 10:00 p.m. Monday through Friday evenings. Service will operate like the Route 13 Hospital On Call service. Reservations for service will be taken the day before travel and same day reservations will be accepted on a space available basis. This allows us to control resources, maximize capacity and does not require that ADA complimentary service be offered since it is considered equally accessible service for all passengers.

Evening service is the second most request service improvement. Evening On Call is targeted at Amarillo College students, late clinic hours in the Hospital area and employment generators in Southwest Amarillo.

ACT will continue to manage its resources responsibly building on the performance measures and targets implemented in last year’s budget. The successes and remaining challenges are discussed under each program narrative. FY17/18 focused on improving internal controls and efficiencies. FY18/19 will emphasize customer service and community outreach.

The Transit budget has been reorganized to capture costs associated with each service and support function. Management and Administrative costs were previously captured in the 1761 program.

Programs

1761 Fixed Route Operations 2018/19 Budget — \$ 3,106,032

ACT fixed route employs 30 Bus Operators and utilizes 16 buses to provide service on 12 routes and one on demand circulator.

The Fixed Route Operating group has a program to track and improve On Time Performance (OTP). On time is defined as zero minutes early to 5 minutes late as shown on the public timetable. Missed trips are defined as trips not operating or operating over 20 minutes late and are a sign of service reliability. Missed trips occur when there are accidents, traffic delays or an operator no shows for an assignment and there are no substitute operators.

ACT fixed route significantly improved service reliability in FY17/18 and will work to meet and exceed on time operations target in FY18/19. Improved service reliability and new bus routes will improve ridership numbers.

Fixed Route Operations					
<i>Performance Measures/Indicators:</i>					
Indicator	Measure	Target	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Missed Trip	Percent of Total Trips per Month	Less than .07%	4%	0.07%	.06%
Average Monthly Passengers*	Increase Monthly Passengers over Same Month Previous Year	6%	25,502*	23,875	25,308
On-Time Performance	Percent of Trips within On Time 0 minutes early – 5 minutes late at time points	92%	No data available	91%	92%
Fare Recovery Ratio	Fare Paid vs. Cost to Provide Service	This measure will be established at the conclusion of the Fare Study.			
*The method of counting passengers changed between FY16/17 and FY17/18. Previously numbers were calculated base on a formula rather than actual counts.					

**1762 Spec-Trans Americans with Disabilities Required Service
2018/19 Budget — \$ 1,863,619**

Spec-Trans utilizes 8 vehicles to provide curb-to-curb service to people with disabilities. The Americans with Disabilities Act (ADA) defines who is eligible to use the service. Our eligibility screening process determines if an applicant can use fixed route some or all of the time. Applicants who have a disability but who are not prevented from using fixed route are not eligible for Spec-Tran service. Panhandle Independent Living Center trains individuals to use ACT Fixed Route service.

The ADA also prescribes how service is to be delivered. Anyone determined eligible may request a trip the day before they wish to travel and Spec-Tran is required to provide a trip one hour before or after the requested time. Spec-Trans cannot and does not deny anyone a trip.

In FY17/18 Spec-Tran focused on improving productivity. There is a relationship between on –time operations and productivity: generally the more on time the lower the productivity. Spec-Trans Bus Operators are still adapting to new service goals. Service previously operated more like a taxi than a shared ride service. FY18/19 efforts will focus on increasing both passenger per hour productivity and on – time operations.

Spec-Trans Operations					
<i>Performance Measures/Indicators:</i>					
Indicator	Measure	Target	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Passenger per Revenue Hour	Passengers per Revenue Hour	2.4	2.16	2.26	2.3
No Shows/ Late Cancellations	Percent of Scheduled Trips	Less than 5%	3.09%	2.60%	2.5%
On-Time Performance	Percent of Trips Picked Up/Dropped Off within the 25 Minute Pick Up Window	92%	95.54%	89.52%	92%
Average Time Required to Complete a Determination of Eligibility	Less than 21 days required by ADA	Less than 7 days	No data available	1 day	1 day

**1763 Fleet Maintenance and Repair
2018/19 Budget — \$798,694**

The ACT Fleet Maintenance and Repair group performs routine and preventive maintenance and cleaning on 30 revenue vehicles and 7 support vehicles.

In FY17/18 6 engines were replaced by an outside contractor. Major component repair and body work has traditionally been contracted. Because of the increased skills of ACT maintenance staff we were able to repair two additional engines in house and will be able to perform body work going forward. Staff has focused on reducing overall maintenance costs while maintaining an adequate spare ratio to reduce road calls and improve service reliability.

The ACT Bus Wash Facility was is at Level 1 - in need of immediate repair, well past useful life and was inoperable for most of the year as defined by the Federal Transit Administration State of Good Repair requirements. ACT was able to replace the major components through a 100% grants from TXDOT. In FY18/19 ACT will be able to exceed the cleanliness goals. Staff will no longer have to manually clean the bus exteriors and can focus more on interior cleanliness and shelter maintenance.

Maintenance staff made significant improvement in reducing road calls which aid in maintaining service reliability.

Fleet Maintenance and Repair					
<i>Performance Measures/Indicators:</i>					
Indicator	Measure	Target	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Daily Cleaning	Percent of Fleet Cleaned Daily	100%	No data available	96%	100%
Detail Cleaning	Avg. Vehicles Detailed per Month Or 50% of the Fleet	16	No data available	10	16
Road Calls	Road Calls per 10,000 miles	.65	1.59	0.78	.65
Preventative Maintenance	PM Service Completed within 500 miles of scheduled service	95%	99%	99%	95%

1764 Management and Administration 2018/19 Budget — \$354,976

The Administration and Management is a new program that was previously included under 1761 Fixed Route program. Clearly aligning programs with functions will permit better cost control. This group includes the Director, Assistant Director, a Management Analyst and an intern. The budget includes all the overhead activities including customer service, managing grant programs, federal compliance and safety.

The Management Team focused on expending existing Federal and State Grants in FY17/18 for shelters, bus stop signs, maintenance equipment, break room and bathroom upgrades as well as developing specification for new vehicles and a fare study. ACT received a \$100,000 grant from TXDOT to conduct a needs assessment for a new Transfer Terminal.

Staff has prepared a Transit Asset Management Plan to comply with new federal requirements for managing assets in a State of Good Repair. In FY 18/19, ACT will reach the target for rolling stock with the purchase at least 6 additional buses to replace 6 buses that have surpassed their useful life. ACT plans to replace one maintenance truck and purchase two additional support vehicles to achieve the established goal. The Transit Bus Wash will be replaced to achieve a 0% rating by FY18/19.

ACT is required to have one staff member trained in the federal Transportation Safety and Security Program and this training will continue into FY18/19. ACT has implemented Safety Best Practices and will continue to work to improve worker and driving safety performance.

Administration					
<i>Performance Measures/Indicators:</i>					
Indicator	Measure	Target	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Accident Rate	1 Per 100,000 Miles	Less than 2.6	3.06	2.61	2.5
Complaint/Compliment Ratio	Complaints per 10000 Passengers	Less than 1.6	No data available	1.6	1.5
Customer Service Response	24 Hour Acknowledgement of a Complaint	97%	95%	95%	97%
Employee Lost Time to Injury	Days Employee Did Not Work	Less than 12	No data available	9	12

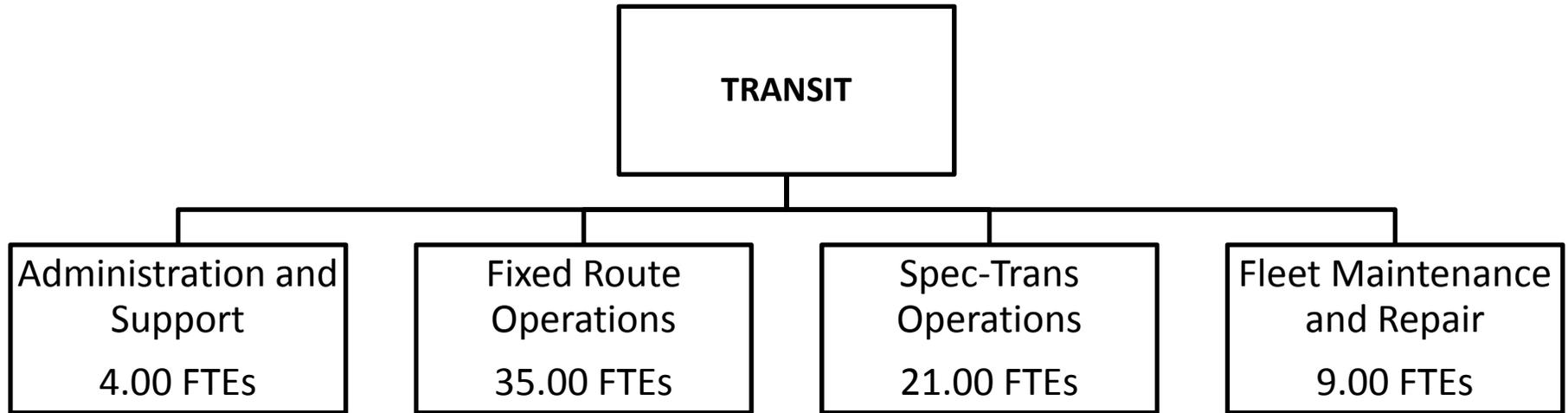
Transit Asset Management					
<i>Performance Measures/Indicators:</i>					
Indicator	Measure	Target	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Revenue Vehicle - 30 Transit Buses	The % of revenue vehicles that exceed the useful life.	40%	No data available	60%	40%
Non-Revenue Vehicle – Supervisor Cars and Shop Trucks	The % of non-revenue service vehicles that exceed the useful life.	11%	No data available	29%	11%
Facilities- Transit Office/Maintenance, Transfer Terminal, Bus Wash	The % of facilities (by group) that are rated less than 3.0 on the Transit Economic Requirements Model (TERM) Scale.	0%	No data available	33%	0%

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	67	67	69
Part-time Positions	0	0	0
Total Positions	67	67	69

Total Transit Department Operating Budget 2018/19 — \$6,123,321

Federal	\$ 3,237,515
State	\$ 513,705
Passenger Fees	\$ 499,989
General Fund	\$ 1,872,112
Total	\$ 6,123,321



City of Amarillo
Department Staffing Report

Department: Transit Fixed Route

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
4.00	MGT245	DISPATCHER/ROUTE SUPERVISOR	
1.00	MGT535	TRANSIT OPERATIONS SUPERVISOR	
27.00	TRD530	BUS DRIVER	
3.00	TRD535	VAN OPERATOR	
35.00		Total Permanent Positions	
35.00		Total Department	1,912,325

Department: Transit Demand Response

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
4.00	MGT245	DISPATCHER/ROUTE SUPERVISOR	
1.00	MGT535	TRANSIT OPERATIONS SUPERVISOR	
16.00	TRD535	VAN OPERATOR	
21.00		Total Permanent Positions	
21.00		Total Department	1,191,323

Department: Transit Maintenance

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
2.00	TRD920	MECHANIC APPRENTICE	
2.00	TRD921	MECHANIC I	
1.00	TRD922	MECHANIC II	
1.00	TRD923	MECHANIC FOREPERSON I	
3.00	TRD930	UTILITY WORKER	
9.00		Total Permanent Positions	
9.00		Total Department	514,176

Department: Transit Administration

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM530	TRANSIT MANAGER	
1.00	ADM531	ASSISTANT TRANSIT MANAGER	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
1.00	PRF902	PLANNER I	
4.00		Total Permanent Positions	
4.00		Total Department	327,456



(1420)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 4,336,794	\$ 4,579,819	\$ 4,598,268
Supplies	219,398	268,785	263,828
Contractual Services	4,548,414	4,754,338	4,773,934
Other Charges	41,716	42,851	44,368
Capital Outlay	-	637,000	637,000
Inter Reimbursements	(544,558)	(534,255)	(559,255)
Total Expenses	\$ 8,601,764	\$ 9,748,538	\$ 9,758,143

Mission

To provide the public with a safe network of clean, well-maintained streets and alleys at a cost-effective price, through the utilization of **Best Practices** and first-rate customer service.

Strategic Approach

The Street Division currently maintains 1,032 miles of streets and 499 miles of alleys. Managing an aging and growing **transportation** system of this magnitude requires the utilization of **Best Practices**, **Fiscal Responsibility**, and an array of effective maintenance and pavement preservation programs. A pavement condition assessment, a **Best Practice** according to the American Public Works Association (APWA), was completed in 2017. The existing pavement condition of the City's entire street network was evaluated and a Pavement Condition Index (PCI) was established. A PCI is a numerical index between 0 and 100 which is used to indicate the general condition of a pavement. The average network PCI for our City's streets was calculated to be 71, which is considered to be "Satisfactory" condition. The PCI data will enable surface treatments for streets to be selected based on existing surface conditions and prioritized accordingly. Furthermore, various recommendations provided by the assessment will aid in planning and coordination of future street maintenance programs and Capital Investment Projects. In conjunction with the pavement assessment, a pavement management system was also procured to enhance the Street Division's ability to utilize the new PCI data, manage the division's maintenance programs more effectively, and expand our capacity to deliver first-rate **Customer Service** and **Excellence in Communication** to the citizens of Amarillo. Several street projects, funded by the 2016 bond election, were completed over the past year to address street maintenance and repair needs throughout the City. Additional projects are scheduled over the next four years to further address street maintenance needs, as well as, arterial reconstruction and **Economic Development and Redevelopment**. In 2018/2019, the Street Division will remain focused on delivering **fiscally responsible** programs aligned with the **BluePrint for Amarillo** and aimed at effectively maintaining the City's **Transportation** Infrastructure, enhancing **Civic Pride**, and providing **safer** roadways for the public.

Programs

Street Division Administration/Support

2018/19 Budget — \$390,326

Management of a multi-faceted street and alley maintenance operation by Street Superintendent and Assistant Street Superintendent, supported by a four-person office staff. Through the utilization of **Best Practices**, strategic planning, sound **Fiscal Responsibility**, and excellence in **Customer Service**, the Street Division strives to deliver cost-effective programs aimed at providing the public with a safe, well-maintained **Transportation** network.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Service requests received per year	1,550	1,300	1,550
Service requests completed per year	1,434	1,500	1,550
Percent of service requests investigated by supervisor within three days of receipt	64%	65%	70%

Pavement Preservation

2018/19 Budget — \$2,829,861

The Street Division utilizes **Best Practices** and an extensive assortment of preventative maintenance programs to preserve the City's **Transportation** infrastructure and enhance **Civic Pride** in our City's streets and alleys. Sealcoating, crack sealing, and fog sealing (alleys) are generally performed in-house by Street Division employees, while asphalt overlay is outsourced to local contractors.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Lane miles of residential streets sealcoated (10-year cycle = 174.07 lane miles annually)	114	120	125
Sealcoat cost (per lane mile)	\$13,402	\$13,300	\$13,200
Lane miles of paved streets crack sealed (10-year cycle = 238.54 lane miles annually)	69.0	81.5	75.0
Crackseal Cost (per lane mile)	\$2,844	\$2,333	\$2,550
Miles of paved alleys sealed (6-year cycle = 36.72 miles annually)	11.2	14.5	15.0
Alley sealing cost (per mile)	\$24,086	\$24,000	\$23,900
Lane miles of arterial streets overlaid (10-year cycle = 64.47 lane miles annually)	26.4	23.5	24.5
Overlay cost (per lane mile)	\$67,613	\$81,727	\$75,000

Pavement Maintenance and Repair

2018/19 Budget — \$4,115,522

General pavement maintenance and repairs are performed in accordance with **Best Practices** to prolong the life of our **Transportation** infrastructure and enhance **Civic Pride** in our City's streets and alleys. Asphalt repairs are categorized by size and complexity: potholes, minor, and major. Program also

includes brick and concrete street repairs, pavement shouldering, and sweeping. Due to traffic volume and speed, pavement repairs performed in-house by Street Division employees are prioritized in the following order to ensure the **safety** of the traveling public: arterial streets, residential streets, alleys. Arterial reconstruction is outsourced to local contractors.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Number of potholes repaired (average size = 3' x 3')	7,378	7,400	7,450
Pothole repair cost (per pothole)	\$54.38	\$54.25	\$54.00
Average time to repair pothole in street from receipt of service request	9 days	7 days	5 days
Average time to repair pothole in alley from receipt of service request	43 days	21 days	15 days
Number of minor asphalt repairs completed in streets (avg size = 10' x 15')	453	400	415
Minor repair cost - street (per minor repair)	\$786	\$850	\$775
Number of minor asphalt repairs completed in alleys (avg size = 10' x 15')	596	660	675
Minor repair cost - alley (per minor repair)	\$693	\$760	\$685
Lane miles of major asphalt repairs completed in streets	4.4	3.0	3.8
Major repair cost - street (per lane mile)	\$134,531	\$165,000	\$150,000
Miles of major asphalt repairs completed in alleys	2.6	2.0	2.8
Major repair cost - alley (per mile)	\$328,109	\$320,000	\$310,000
Lane miles of arterial streets reconstructed	5.3	5.0	10.8
Cost to reconstruct arterial street (per lane mile)	\$359,533	\$520,000	\$436,540
Gutter miles of residential streets swept	4,125	6,000	7,000
Residential street sweeping cost (per gutter mile)	\$64.77	\$44.53	\$38.17

**Winter Weather Operations
2018/19 Budget — \$585,489**

This program utilizes **Best Practices** to provide for **safe** roadways during winter weather events. The division performs snow/ice control on arterial and collector streets, overpasses, etc.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Snow removal (number of lane miles)	3	0	2,200
Snow removal cost (per lane mile)	\$134.70	\$0.00	\$18.00

Street Structure Maintenance and Repair

2018/19 Budget - \$97,581

Various street-related structures, such as crash attenuators, guard rails, speed bumps, ADA ramps, etc. are essential **safety** components for motorists and pedestrians traveling throughout the City's **Transportation System**.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Number of speed bumps installed	16	7	8
Cost to install speed bump(per speed bump)	\$136.58	\$252.85	\$233.40
Linear feet of guardrail repaired	287	100	250
Cost to repair guardrail (per linear foot)	\$36.14	\$18.00	\$17.75

Street Utility Cuts

2018/19 Budget — \$568,387

Effective pavement cut restoration is a key element of our long-term **transportation** infrastructure maintenance plan, as well as a **Best Practice** according to the American Public Works Association. This program administers a permit process for all utility excavations within City right-of-way for service line installation or maintenance. Utility cut surface repairs for permit holders are also provided, at a fee.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Number of utility cut permits issued	1,587	1,600	1,625
Annual revenue earned for utility cut repairs	\$542,866	\$550,000	\$555,000

Unpaved Streets/Alleys Maintenance

2018/19 Budget — \$1,170,977

This program utilizes **Best Practices** to effectively maintain the unpaved streets and alleys within our **Transportation System**, and enhance **Civic Pride** in our City's unpaved streets and alleys.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Miles of unpaved streets repaired annually (83 total miles of unpaved streets)	6.4	6.0	7.0
Cost to repair unpaved streets (per mile)	\$2,599	\$3,500	\$3,300
Miles of unpaved alleys repaired annually (279 total miles of unpaved alleys)	36.5	38.0	40.0
Cost to repair unpaved alleys (per mile)	\$22,787	\$22,000	\$21,500

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	92	92	93
Part-time Positions	5	5	4
Total Positions	97	97	97

Total Street Division 2018/19 Budget — \$9,758,143



City of Amarillo
Department Staffing Report

Department: Street Department

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM220	STREET SUPERINTENDENT	
1.00	ADM221	ASSISTANT STREET SUPERINTENDENT	
1.00	CLR220	STREET PROGRAM COORDINATOR	
1.00	CLR400	ADMINISTRATIVE ASSISTANT I	
1.00	CLR405	ADMINISTRATIVE ASSISTANT II	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
5.00	MGT220	STREET SUPERVISOR	
2.00	MGT221	STREET FOREPERSON I	
1.00	TEC225	TRAFFIC CONTROL SPECIALIST	
2.00	TRD220	EQUIPMENT OPERATOR IV	
14.00	TRD221	EQUIPMENT OPERATOR I	
1.00	TRD222	CONCRETE FINISHER	
3.00	TRD900	SECURITY GUARD	
36.00	TRD930	UTILITY WORKER	
14.00	TRD950	EQUIPMENT OPERATOR II	
5.00	TRD951	EQUIPMENT OPERATOR III	
4.00	TRD960	UTILITY OPERATOR	
93.00		Total Permanent Positions	
Part-Time Positions			
4.00	HRL930	UTILITY WORKER	
97.00		Total Department	4,598,268





(1732)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personal Services	\$ 1,004,637	\$ 1,052,624	\$ 1,068,382
Supplies	2,286,218	2,107,837	2,277,289
Contractual Services	588,077	546,418	533,418
Other Charges	9,634	11,104	11,211
Inter Reimbursements	(57,780)	(78,000)	(78,000)
Total Expenses	\$ 3,830,786	\$ 3,639,983	\$ 3,812,300

Mission

To provide the City of Amarillo with effective and efficient traffic control devices that maximize safety, quality, and reliability, and minimize travel time, inconvenience, and expense for the traveling public and the taxpayers.

Strategic Approach

The Traffic Field Operations Department works vigorously to follow Implementation of Best Practices and keep traffic equipment updated with the most up to date traffic equipment as possible, while still maintaining a signal network that works at a high level of efficiency. This network includes the installation, operation, and maintenance of all traffic control devices which include Traffic Signs (stop, yield, speed limit, parking restriction, street name, etc.); Traffic Signals; School Flashers; and Pavement Markings (stop bars, crosswalks, island tips, arrows, etc.). The department is also responsible for the maintenance of all TXDOT owned continuous lighting within the City limits and Pedestrian lighting in the Central Business District (CBD), which is part of the new continuous development of Downtown. The department is also responsible for operating the computerized signal system and school flasher system. These activities are accomplished using Traffic Field Operations Implementation of Best Practices along with nationally recognized standards and methods found in the Texas Manual on Uniform Traffic Control Devices (TXMUTCD), Institute of Transportation Engineers (ITE) and following within the guidance of Blueprint of Amarillo.

The department has several performance measures that enable the department management to monitor daily, weekly and yearly work trends, quality of service, and make adjustments as needed; these allow us to update technology to improve efficiency with the Implementation of Best Practices. The department performs routine preventative maintenance on all traffic signal equipment and street lights once a year, and school flashers twice a year to reduce emergency repairs in order to protect current infrastructure by being Fiscally Responsible. The department also fabricates new signs and installs them as needed by TXMUTCD standards, Stripes all arterial streets on a yearly program, as well

as updated lane markings and island tips as required by the TXMUTCD. By following these best practices the Traffic Field Operations Department has set itself up to monitor the appropriate programs to align itself with the City’s Blueprint for Amarillo.

This department is also responsible for the Capital Improvement Projects of New Traffic Signal Construction (\$137,290) and Traffic Signal System Improvements (\$309,000) from the Bond Proposition money. The traffic Department will change out 1/3 of the Cities LED Signal indications this year due to the 7 year life span they have reached, and continue over the next 2 years to finish changing the indications.

Projects for the upcoming year will be the installation of the new Signalized Intersection of Soncy & Perry, which has met enough warrants to install and help eliminate the accidents of vehicles entering the intersection. Several intersections will be upgraded with new detection equipment and having the poles changed out due to mast arms being too short or pedestrian push buttons not being accessible. A new striper will help with the continuing challenge of striping arterial streets twice a year. The department will continue to work to keep a high standard and efficient process to keep or improve safe travel in Amarillo.

Programs

Traffic Field Operations Administration/Support 2018/19 Budget — \$137,360

Management of a multi-faceted Traffic Field Operation by Traffic Field Superintendent and, supported by office staff. This program receives requests for Signal and Sign maintenance form the public and assigns them to the correct personnel, the Traffic Administration also sends out various traffic related work orders for installation of signs, relocation of pavement markings, to retiming of School Flashers or Traffic Signals. This program is designed to make sure the department **Implements Best Practices** for Traffic Field Operations, continue to improve the flow of traffic in the downtown development as well as all arterial streets, with a **Commitment to Safety**.

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Traffic Engineering Work Orders assigned	236	220	235
Signal Maintenance requests reviewed and assigned	1,056	1,100	1,000
Sign Maintenance requests reviewed and assigned	171	300	190
Street Light Maintenance requests reviewed and assigned	221	216	200
Public Records request data	21	12	15

Locate Services 2018/19 Budget — \$73,821

Provides for the time and resources dedicated towards the protection of the Traffic’s underground utility assets, as well as the safety of area excavation activities. Traffic Field Operations is part of the City’s Line Locate Services, locates are submitted internally and externally. The Traffic department owns and is responsible for its own underground streetlight, traffic signal, and fiber optic utility assets. This program is designed for **Customer Service**, and **Commitment to Safety**.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Line Locates Reviewed	2,662	3,200	3,300
Line Locates related to Traffic Infrastructure (Located in less than 72 hours)	173 (100%)	230 (100%)	275 (100%)

Traffic Sign Maintenance

2018/19 Budget — \$332,282

Provides for the time and resources dedicated towards well maintained, safe, and consistently applied signage throughout the City. The program strives for timely response maintenance, as well as appropriate proactive maintenance. This program is designed to meet **Civic Pride, Customer Service, Commitment to Safety** and **Implementation of Best Practices**. The cost for Aluminum is expected to almost double in this fiscal year.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Signs Fabricated	1,466	940	900
Pre-Made Signs Purchased	462	650	400
Signs Repaired	5,477	4,646	3,800
Sign Replacement Cost (Labor and Materials)	\$105.00	\$110.00	\$190.00

Signal Maintenance

2018/19 Budget — \$473,348

Provides for the time and resources dedicated towards well maintained, safe, efficient, and consistently applied traffic signals and flashing beacons throughout the City. The program strives for timely response of maintenance, as well as appropriate proactive maintenance. This program is designed to meet **Civic Pride, Customer Service, Commitment to Safety** and **Implementation of Best Practices**. All Signalized Intersections are LED indications.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
*Signalized Intersections Electronics Replaced	2	5	4
Signalized Intersections Constructed	1	1	1
Intersections Maintained	267 (100%)	268 (100%)	269 (100%)
Signal Maintenance request (response in less than 24 hours)	1,102 (62%)	1,100 (90%)	1,000 (90%)
Average Cost of Signal Installation	\$122,480	\$143,640	\$146,000
School Flasher Preventative Maintenance	62 (100%)	64 (100%)	64 (100%)

*Electronic Equipment has a 12 year life span (Current replacement rate is 23 years)

Street Light Maintenance

2018/19 Budget - \$2,374,211

Provides for the time and resources dedicated towards well maintained, safe, efficient, and consistently applied street lighting throughout the City interstates and highways. It includes all costs associated with TXDOT owned street lighting systems. This program pays out close to \$2,000,000 in electricity costs annually. The program strives for timely response maintenance, as well as appropriate proactive maintenance. This program is designed to protect current infrastructure, update technology to improve efficiency, provide safe driving corridors during low lighting and follow **Transportation** initiatives, and **Implementation of Best Practices**. The City has started to convert the High Pressure Sodium bulbs to the newer, brighter LED indications 35% complete on I-40, I-27, Dumas Drive, and Amarillo Blvd. from Ong west to Soncy.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Street Lights Maintained	1,920	1,960	2,040
Street Light Replacement Cost (Labor and Materials)	\$525	\$600	\$610

Street Pavement Markings

2018/19 Budget — \$421,278

Provides for the time and resources dedicated towards well maintained, safe, and consistently applied pavement marking, crosswalk, and parking lot striping throughout the City. This program works to achieve striping the all arterial streets at least once per year, and replace pavement markings on a 6 year rotation. The program strives for appropriate proactive maintenance. This program is designed to meet **Civic Pride, Customer Service, Commitment to Safety** and **Implementation of Best Practices**. We were able to replace crosswalks and stop bars this year at a higher rate than normal, due to striping being down several times.

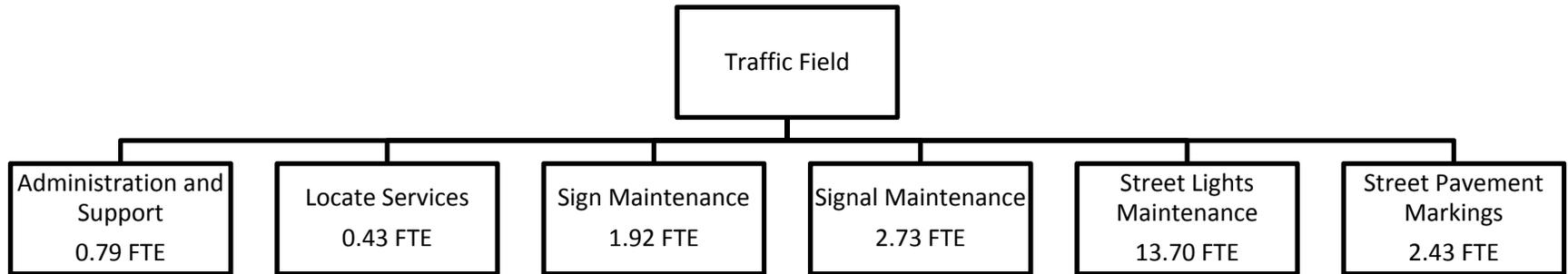
Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Lane Miles of Street Striping (Striped)	1,513 (45%)	3,400 (100%)	3,400 (100%)
Costs for Street Markings (per Mile)	\$9.21	\$9.30	\$9.00
Thermoplastic Cross-Walk & Stop Bars Installed (3600 Total -replaced every 6 years)	667 (19%)	720 (20%)	600 (17%)

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	19	19	19
Part-time Positions	3	3	3
Total Positions	22	22	22

Total Traffic Field Operations 2018/19 Budget — \$3,812,300



City of Amarillo

Department Staffing Report

Department: Traffic Field Operation

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM541	TRANSPORTATION SUPERINTENDENT	
1.00	CLR405	ADMINISTRATIVE ASSISTANT II	
1.00	MGT540	SIGNAL FOREPERSON	
1.00	MGT541	SIGNS AND MARKINGS SUPERVISOR	
4.00	TEC220	TRAFFIC CONTROL TECHNICIAN	
2.00	TEC541	TRAFFIC TECHNICIAN I	
5.00	TEC543	SIGNAL TECHNICIAN	
4.00	TRD930	UTILITY WORKER	
19.00		Total Permanent Positions	
Part-Time Positions			
3.00	HRL930	UTILITY WORKER	
22.00		Total Department	1,068,382





(5400, 26630)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 3,374,749	\$ 3,489,288	\$ 3,491,910
Supplies	1,073,980	1,180,774	1,220,872
Contractual Services	1,318,534	1,153,719	1,844,629
Other Charges	7,828,003	7,859,315	8,220,432
Capital Outlay	49,273	9,530,650	7,726,600
Debt Service	647	217,300	132,425
Inter Reimbursements	(738)	-	-
Operating Transfers	2,364,105	-	-
Total Expenses	\$ 16,008,553	\$ 23,431,046	\$ 22,636,868

Mission

The Mission of the Rick Husband Amarillo International Airport is to plan and provide for the current and future air transportation needs of the Texas Panhandle region by constructing, maintaining, and operating safe, efficient, and quality airport facilities; to promote and support all facets of aviation and local economic & community development; to promote and support safe, reliable, and reasonably priced transportation services to destinations meeting the public demand; and to fulfill this mission in an ethical, professional, efficient, fiscally responsible, and cost-effective manner that is consistent with maintaining the high quality of life in the Amarillo area.

Strategic Approach

Goals & Objectives:

- Maintain a motivated and goal-focused staff.
- Make decisions that are environmentally conscious.
- Maintain compliance with all applicable regulations and exceed standards when able.
- Be vigilant in our safety consciousness.
- Maintain professional yet flexible attitudes.
- Maintain a high level of integrity and accountability.
- Look for positive opportunities whenever possible.
- Look for ways to save money in the near term, but also the long term.
- Promote internal and external efficiencies whenever possible.
- Think as a team by supporting each other as well as other City departments.
- Set appropriate standards in every operational area.
- Be customer focused.

The Department of Aviation is an enterprise operation organized to provide the necessary services for a public airport on a financially self-sufficient basis. This means the department does not accept any local property tax monies for its operation. No general fund tax revenues are required. The Airport sits on more than 3,500 acres of land, of which 1,000 acres are developed. This includes a 217,000 square foot passenger terminal for commercial airline service as well as 24 additional structures ranging in size from 1,000 to more than 500,000 square feet of covered space which are utilized for revenue production or as support facilities to maintain the Airport.

Programs

Airport Administration/Support

2018/19 Budget — \$1,940,303

The Department of Aviation administrative staff directs the management of a multi-faceted airport transportation facility operation. The staff consists of the Director of Aviation, Deputy Director of Aviation, Assistant Director of Aviation, Operations Duty Managers and administrative support staff. They identify and monitor the funding and financial budgeting for current and future operational needs and capital development. Airport funding sources include the Passenger Facility Charge (PFC) program and federal and state grant programs. This supports the Transportation pillar and vision for fiscal responsibility.

Airfield Management and Maintenance

2018/19 Budget — \$2,021,149

Provides maintenance and repair of runways, taxiways, ramps, roadways, airfield lighting and signs, navigational aids and other services such as mowing and wildlife control. The airfield is maintained and operated in accordance with Federal Aviation Administration (FAA) requirements for all commercial airports that hold an Airport Operating Certificate. This program supports developing the best transportation systems for the citizens of Amarillo.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Cost per Enplanement	\$ 7.42	\$ 7.26	\$ 7.45

Airport Safety, Security, and Communications Center

2018/19 Budget — \$8,286,711

Provides short-term and long-term planning for Federal Aviation Administration (FAA) coordination. Assists in the development of the Airport Certification Manual, environmental related compliance programs, and Airport Security Program to assure the safety of the traveling public. Security costs include the Airport Police Department, Airport Operations Center, and the maintenance of security cameras and security related technology systems. This program includes emergency and medical services needed at the airport and surrounding areas. This program supports the Public Safety and Customer Service initiatives.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Law Enforcement Calls for Service	4,687	4,700	5,000

Law enforcement calls include items such as offense/incident reports, security system alarm responses, passenger/citizen assistance, parking citations, lost & found calls, unattended bags, arrests, and security area patrols.

**Winter Weather Operations
2018/19 Budget — \$2,021,149**

Snow and ice removal operations during winter weather events are provided by airport personnel. The assigned departments perform snow and ice control on runways, taxiways, ramps, entrance roads and parking areas. Program costs include the maintenance and operation of snow removal equipment owned by the airport. This program supports the Customer Service initiative.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Actual	2018/19 Projected
Clearance of runways	98%	100%	98%

**Public Parking
2018/19 Budget — \$202,115**

Parking is available at the Airport for use by the public and Airport employees. This program oversees more than 1,400 parking spaces in four different parking lots while maintaining the parking control operations and the revenue control system. This program supports the Public Safety and Customer Service initiatives.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Maintain parking control operation and revenue control system	95%	99%	98%

**Consolidated Rental Car (“CONRAC”) Facility
2018/19 Budget — \$889,306**

Provides maintenance of the Rental Car Center and customer return lots and the administration of commercial fuel sales and the Customer Facility Charge (CFC) program. This program supports the Customer Service initiative and development of best transportation systems.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
System operational during operating hours of the facility	75%	85%	85%

**Property Management and Maintenance
2018/19 Budget — \$808,460**

Responsible for leasing real estate, property management, tenant relations, community outreach, risk management, and maintenance to properties leased to tenants within the surrounding Airport owned properties. This program supports the economic development and customer service initiatives.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Lease term renewals and adjustments completed timely	95%	90%	98%

**Terminal Management and Maintenance
2018/19 Budget — \$4,850,756**

Provides maintenance and repairs of all terminal and terminal-related facilities to ensure the terminal is safe, efficient, clean, and user-friendly for travelers and Airport employees. Also includes lease management and tenant relations for commercial airlines. This program supports the Customer Service and Public Safety initiatives.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
System operational during operating hours of the facility	*	90%	90%

**Information not available*

**Terminal Technology Systems
2018/19 Budget — \$404,230**

Provides technical support and maintenance for the terminal systems, including flight and baggage information displays, passenger and paging information systems, and audio and visual systems. Provides technical support and maintenance for the flight information displays at gate and hold room areas. The terminal technology system supports the Customer Service initiative.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
System operational status for core aviation business systems during hours of operation of facility	*	97%	99%

**Information not available*

**Terminal Inline and Baggage Systems
2018/19 Budget — \$1,212,689**

Provides for technical support and maintenance of the inline baggage system including conveyor belts, computer software, baggage claim devices and bag make up areas. The inline system aligns itself with the Customer Service and Best Transportation Systems initiatives.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
System operational during operating hours of the facility	*	95%	98%

**Information not available*

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	57	57	56
Part-time Positions	0	0	0
Total Positions	57	57	56

2018/19 Expenditures by Funding Source

Airport Fund	\$ 22,635,368
Special Revenue Funds	\$ 1,500

Total Airport Department 2018/19 Budget — \$22,636,868

AIRPORT

Administration and
Support
4.80 FTEs

Airfield Management
and Maintenance
5.00 FTEs

Airport Safety, Security,
and Communications
Center
20.50 FTEs

Winter Weather
Operations
5.00 FTEs

Public Parking
0.50 FTEs

Consolidated Rental Car
Facility (CONRAC)
2.20 FTEs

Property Management
and Maintenance
2.00 FTEs

Terminal Management
and Maintenance
12.00 FTEs

Terminal Technology
Systems
1.00 FTEs

Terminal Inline and
Baggage System
3.00 FTEs

City of Amarillo

Department Staffing Report

Department: Department of Aviation

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM080	DIRECTOR OF AVIATION	
1.00	ADM081	DEPUTY DIRECTOR OF AVIATION	
1.00	ADM085	ASSISTANT DIRECTOR OF AVIATION	
3.00	ADM088	AIRPORT OPERATIONS MANAGER	
1.00	CLR040	AIRPORT OFFICE MANAGER	
1.00	CLR405	ADMINISTRATIVE ASSISTANT II	
1.00	MGT081	AIRPORT POLICE COMMANDER	
1.00	MGT090	AIRPORT FACILITIES MANAGER	
9.00	PRF080	AIRPORT POLICE OFFICER	
3.00	PRF081	AIRPORT POLICE SERGEANT	
9.00	PRF085	SECURITY OPERATIONS AGENT	
1.00	TEC115	BAS CONTROL TECHNICIAN	
1.00	TRD047	CUSTODIAN II	
1.00	TRD060	ELECTRICIAN II	
1.00	TRD070	CUSTODIAL FOREPERSON	
1.00	TRD073	AIRPORT MAINTENANCE COORDINATOR	
0.60	TRD075	LANDSIDE/FLEET COORDINATOR	
2.00	TRD080	BUILDING MECHANIC I	
3.00	TRD906	BUILDING MECHANIC III	
9.00	TRD910	CUSTODIAN I	
0.40	TRD921	MECHANIC I	
0.50	TRD923	MECHANIC FOREPERSON I	
2.30	TRD930	UTILITY WORKER	
53.80		Total Permanent Positions	
53.80		Total Department	3,375,912

Department: Rental Car Facility

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
0.40	TRD075	LANDSIDE/FLEET COORDINATOR	
0.60	TRD921	MECHANIC I	
0.50	TRD923	MECHANIC FOREPERSON I	
0.70	TRD930	UTILITY WORKER	
2.20		Total Permanent Positions	
2.20		Total Department	115,998



**CITY OF AMARILLO
SUMMARY OF EXPENDITURES BY ACTIVITY CLASSIFICATION**

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
Utility Services			
1431 Solid Waste Collection	9,870,318	9,744,603	10,310,620
1432 Solid Waste Disposal	4,262,428	4,598,929	4,745,276
1000 General Fund	14,132,746	14,343,532	15,055,896
 5200 Water & Sewer Fund			
Utility Services			
52100 Utilities Office	2,526,854	2,956,513	3,003,779
52110 Director of Utilities	371,206	585,851	586,789
52120 Water & Sewer General	1,125,665	1,577,950	1,771,076
52121 Sewer General	5,283,029	3,006,025	3,194,050
52122 Water General	7,986,802	8,937,318	8,923,651
52123 Water & Sewer - Transfer	922,560	36,723,306	34,359,038
52200 Water Production	7,195,260	7,216,730	7,697,677
52210 Water Transmission	4,944,146	5,572,692	6,283,459
52220 Surface Water Treatment	10,717,684	11,019,243	11,118,071
52230 Water Distribution	6,575,457	6,411,767	6,807,226
52240 Waste Water Collection	4,769,839	4,978,545	5,240,560
52260 River Road Water Reclama	3,290,688	3,669,148	3,622,315
52270 Hollywood Road Waste Wat	4,170,299	4,781,467	4,675,621
52281 Laboratory Admin	1,571,630	1,844,481	2,081,565
5200 Water and Sewer System Fu	61,451,119	99,281,036	99,364,877
 5600 Drainage Utility Fund			
Utility Services			
56100 Drainage Utility	3,291,673	3,672,838	4,360,873
56200 Drainage Utility Transfe	0	2,425,000	11,729,601
5600 Drainage Utility Fund	3,291,673	6,097,838	16,090,474
 Utility Services Total Expenditures	 78,875,538	 119,722,406	 130,511,247





(52100)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 1,708,054	\$ 1,720,120	\$ 1,780,290
Supplies	83,922	128,000	109,700
Contractual Services	666,670	1,019,135	1,040,004
Other Charges	68,208	89,258	73,785
Total Expenses	\$ 2,526,854	\$ 2,956,513	\$ 3,003,779

Mission

Utility Billing strives to provide accurate billing on a timely basis to all customers with the highest regard for public satisfaction. To provide exceptional service to newcomers, visitors and residents so that they may experience a positive environment within the City of Amarillo, whether by phone or in person. To provide customer service that will exceed all expectations by listening to customers and responding to their needs in a professional, courteous and respectful manner.

Strategic Approach

The City of Amarillo Utility Billing division is a high-volume utility service separated into the following functional groups: Service, Credit/Collections, Cashiering, and Meter Reading. Vital Statistics is also supported within the Utility Billing division.

Utility Billing is often the initial contact with the City of Amarillo for many individuals. It is the goal of the division to continue to cultivate quality service and to work with customers regarding underlying issues related to utility accounts in a timely and positive manner.

The Utility Billing division continues to look for innovative solutions to fulfill the initiatives outlined in the **BluePrint for Amarillo** especially in relation to the **Customer Service Pillar**. The division is responsible for the production and distribution of all billing statements in a highly efficient manner and continues to look for new ways to accomplish these goals by investing time and efforts in the future implementation of billing software as well as call center upgrades that will help to improve satisfaction of service.

It is evident that the division's success depends on its ability to strengthen its current customer relationships. Billing solutions function as a critical touch point between utilities and their customers. With new technologies, utility bills can now serve as streamlined vehicles announcing new services and providing customized communications. Also, with the advancement of technology, the Utility Billing

division can communicate more effectively and directly with customers. This implementation could not only deliver operational efficiencies and improve customer satisfaction, but could potentially lower costs in the printing and distribution of more than 850,000 bills yearly by providing electronic access to customers via the internet.

Programs

Utility Billing Administration and Support

2018/19 Budget — \$127,660

This program provides support and accounts for the accurate and precise recording of information gathered from the reading, billing and collection of money for every meter within the City of Amarillo. The goal within the Administration and Support program is to improve responsiveness when dealing with customer issues as well as overall customer satisfaction. Wait times to speak with service representatives continue to be a common frustration. The Utility Billing division has made this issue an immediate priority and have been granted the opportunity to implement software solutions for improved customer feedback. It is believed that with the implementation of a call center software solution, the average wait time per customer should drastically reduce due to several methods of call back options and consistency per employee. These methods will create an electronic environment which could offer web chat, self-serve portals and auto call back features. These additional forms of communication will assist the Utility Billing division in following **Council Pillars** by promoting efficient forms of communication to customers. It is the goal of the Utility Billing division to dedicate the timely implementation of call center and billing solutions to enhance and promote quality service within the City.

Performance Measures/Indicators:

**Information not available*

	2016/17 Actual	2017/18 Estimated	2017/18 Projected
Annual Customer Contacts	*	191,970	193,000
Contact by Telephone	*	67%	65%
Contact in Person	*	15%	15%
Contact by Internet	*	18%	20%
Wait Time More Than 10 Minutes	*	31%	20%
Responsiveness/First Call Resolution	*	56%	60%
Overall Customer Satisfaction - Very Satisfied	33%	*	40%

Utility Bill Production

2018/19 Budget — \$917,654

This program is responsible for the production of more than 850,000 customer bills annually. Billings are processed on an average of three times per week based on the City's 12-meter reading cycles. Utility Billing produces the bills for not only Water and Sewer, but Drainage Utility and Solid Waste. The preparations of meter reading books are completed within a span of two days, and consist of the data entry of re-reads and verifications. The production of bills takes approximately five hours and includes verification of data, calculation of bills, creating the billing journal, and distribution on bills. The future implementation of billing software as well as the addition of our Utility Billing Specialist will increase the accuracy and efficiency of bill production, auditing, and access to reports that will provide historical data. The Utility Billing Specialist will focus on detailed audits of customers' accounts as well as

coordinating with the Meter Reader and Water Distribution staff members to assist customer concerns with minimal impact to customer billing. Implementation of new software will allow customers access to a self-serve portal for convenience.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Accounts Billed Monthly	72,999	73,500	74,500
Current Number of E-Bill Users	1,536	2,000	3,000

**Utility Billing Customer Service
2018/19 Budget — \$603,760**

Utility Billing Customer Service staff is designated into two functional groups: Credit Services and New Connections. All staff members work towards the goal of providing quick and accurate service for customers at an exemplary level to improve customer satisfaction.

Credit Service staff responds to requests for payment arrangements on current and past due accounts, as well as the issuance of service orders for reconnections and delinquent meter installations. Staff members within credit services distribute service orders regarding high bill investigations and work with customers who have experienced leaks by assisting with adjustments on bills. Applications and requests for fire hydrant meters and the collection of current readings for each fire hydrant customers are completed within credit services, as well. All final bills are produced within credit services and service outage calls are worked by all available staff members during regular business hours.

New Connections staff responds primarily to requests for services regarding new, transfer and completion of service. Staff members interact with customers whose needs vary from simple billing questions to more complex investigations regarding establishment of services. New Connections staff also work with assisting other City departments in processing new tap orders. The calculation and application of illegal fees are also performed within Customer Service.

With the implementation of new billing software, call center solution and the addition of our Trainer/Quality Assurance position, Utility Billing Customer Service staff will have the opportunity to provide quality service to the citizens of Amarillo as well as all those we encounter on a daily basis. Staff will have the ability to provide multiple types of arrangement options to customers. This may include the option of budget billing which will, in turn, reduce the number of broken arrangements. Customer Service staff will also benefit from call centers solutions by reducing the average wait time, but by also creating electronic service orders, which would increase the efficiency between the Utility Billing division and other departments such as Water Distribution. Customer satisfaction would increase due to the proper training and monitoring of timely responses to our customers when providing services. Electronic service orders would minimize the loss of paper orders in transfer and processing, as well as create efficient response times when identifying customer issues.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Annual Arrangements Issued	*	9,096	8,000
Annual Extended Arrangements Issued	*	72	50

Total Broken Arrangements	*	65%	50%
Monthly Disconnected Service	*	3,636	3,000
Time Spent per New Service Request	*	15 minutes	10 minutes
Time Spent per Discontinued Service Request	*	5 minutes	5 minutes
Time Spent per Transfer Service Request	*	15 minutes	10 minutes
Time Spent Completing New Tap Orders	*	20 minutes	10 minutes

**Information not available*

Utility Payment and Account Administration 2018/19 Budget — \$453,571

Payment and Account Administration staff is responsible for processing payments in an efficient and effective manner. Payments are collected in person as well as through third parties. In addition to the collection of payments, staff members also provide reliable and accurate collection efforts including processing returned checks, as well as corresponding with customers regarding these items. Payment and Account Administration staff also accepts payment for the City of Amarillo Red Light Camera Violations as well as selling City bus tickets. All staff members are thoroughly trained in the importance of each transaction and accuracy when balancing daily transactions. With an updated software solution, it is the division's expectation to experience an increase in the number of transactions submitted within the self-serve portals and a reduction in the number of walk-in customers assisted. Customers will utilize the electronic/automated features a new software solution could bring.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Cash Handled (daily)	*	16,230	\$16,500
Cash Payments (monthly)	*	46,700	45,000
Credit Card Payments (monthly)	*	23,900	24,000
Check Payments (monthly)	*	24,900	24,000
Total Transactions (daily)	*	383	350
Number of Walk-in Customers	*	95,800	95,000

**Information not available*

Meter Reading 2018/19 Budget — \$901,134

Meter Reading staff are responsible for providing reliable and timely reads of approximately 72,500 meters monthly within the City. Daily routes are assigned to each staff member which contain, on average, 500 meters within a walking route to remain ahead of the billing cycle. All walking routes are completed within the first half of the workday and the remainder is designated to the completion of re-reads. All Meter Reading staff members work through a variety of elements and obstacles throughout their workday, such as encountering aggressive animals, the inability to gain access to meters for some unforeseen reason, and inclement weather. All staff members work through these elements and obstacles to contribute in the timely production of bills. With the addition of a Meter Reader Foreperson, the program has had the ability to reduce the amount of orders distributed to the Service Center and utilize in-house staff to perform more efficiently. New handheld devices have assisted in the accuracy of reading without malfunctioning. With these tools, the division is gradually achieving its goal to improve the overall functions within the Meter Reader team. It is still our goal to continue to improve

in the percentage of actual readings and decrease within the number of estimated readings. It is the division's prediction that with the increase in the accuracy of readings, the number of customer complaints will reduce, which will alleviate phone queue wait times.

Performance Measures/Indicators:

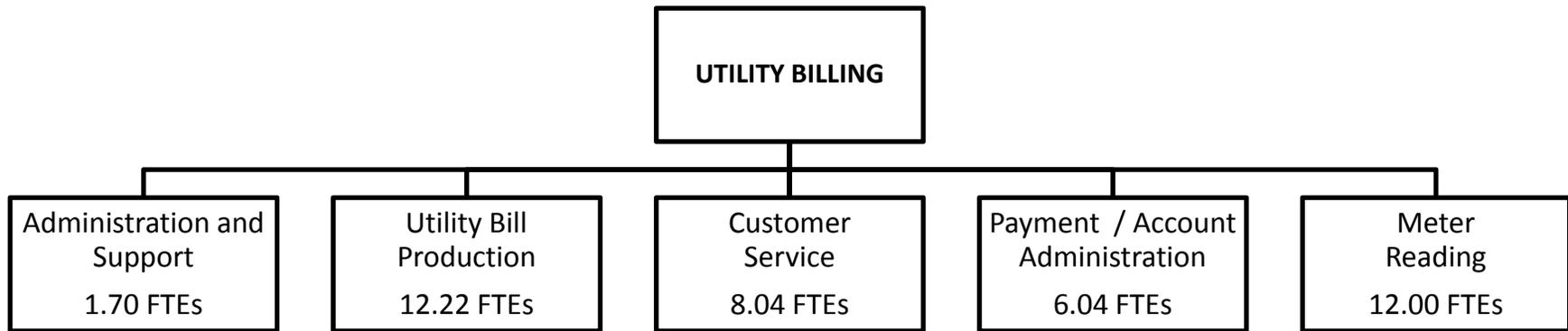
	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Meters Read	*	93%	95%
Meters Estimated	*	1.5%	1.0%
Internal Account Adjustments	*	0.95%	0.80%
Verification by Service Reps	*	4.2%	3.2%
Average Total Re-reads (daily)	*	80	75

**Information not available*

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	33	38	38
Part-time Positions	1	2	2
Total Positions	34	40	40

Total Utility Billing 2018/19 Budget — \$3,003,779



City of Amarillo

Department Staffing Report

Department: Utilities Office

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM170	UTILITY BILLING MANAGER	
1.00	ADM171	ASSISTANT MANAGER UTILITY BILLING	
1.00	CLR010	BILLING SPECIALIST	
1.00	CLR015	TRAINER/QUALITY ASSURANCE SPECIALIST	
2.00	CLR130	ADMINISTRATIVE SUPERVISOR	
18.00	CLR405	ADMINISTRATIVE ASSISTANT II	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
1.00	CLR947	ADMINISTRATIVE SPECIALIST I	
10.00	TRD170	METER READER I	
2.00	TRD171	METER READER II	
38.00		Total Permanent Positions	
Part-Time Positions			
2.00	HRL901	ACCOUNT CLERK I	
40.00		Total Department	1,780,290





(52110, 52120, 52121, 52122, 52123)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 278,282	\$ 601,714	\$ 646,907
Supplies	24,681	35,200	52,721
Contractual Services	150,186	142,750	152,789
Other Charges	9,407,597	10,182,250	10,834,533
Capital Outlay	-	36,743,306	34,359,038
Debt Service	4,905,956	3,125,230	2,788,616
Operating Transfers	922,560	-	-
Total Expenses	\$ 15,689,262	\$ 50,830,450	\$ 48,834,604

Mission

As an acknowledged leader in the industry, the City of Amarillo Water Utilities Department is committed to supplying continuous high quality water, sewer and environmental services to our customers in a safe and efficient manner, supporting Amarillo's high quality of life now and in the future. This is accomplished through innovative employees demonstrating teamwork, commitment and outstanding customer service.

Strategic Approach

The Director of Utilities office provides leadership and oversight for seven divisions including Water Production, Water Transmission, Surface Water Treatment, Water Distribution, Wastewater Collection, Wastewater Treatment and Environmental Lab. The Director of Utilities office, through strategic planning processes, manages the daily operations of these departments to meet the organizational goals of the City of Amarillo and to provide clean safe drinking water to the citizens of Amarillo. The Director of Utilities places emphasis on strategic planning at all levels of the organization, to allow the Division to provide the highest level of quality customer service while ensuring our operational activities support our mission and statement.

Water and sewer utilities are faced with ever changing challenges which include rising costs, aging infrastructure, stringent regulatory requirements and a changing workforce. The Director of Utilities looks to use effective utility management practices to lead the Water Utilities Department, in order to focus our efforts and energy to meet our organizational performance goals.

The Director of Utilities Office is addressing the City Council's priorities and City Manager's initiatives set forth in the **Blue Print for Amarillo** through **Implementation of Best Practices** Management and **Economic Development and Redevelopment**. The Director of Utilities Office engages in **Best Practice**

management with the oversight of the seven divisions to ensure continued regulatory compliance at the Water and Wastewater Treatment Plants, continued pursuit of alternative operational and procurement strategies to minimize the use of our limited resources, continued pursuit of training strategies to broaden employees knowledge and through monitoring of customers concerns to provide, maintain, and improve customer service. The Director of Utilities closely monitors rules and regulations set forth by the American Water Works Association (AWWA), the Texas Commission on Environmental Quality (TCEQ), and the Environmental protection Agency (EPA) to ensure the Water Utilities Department is in compliance with current rules and regulations. The Director of Utilities engages in **Economic Development and Redevelopment** through the management of utilities infrastructure including maintenance and expansion of the current infrastructure. The Director of Utilities monitors the age of the existing infrastructure and other capital assets to execute effective improvement and replacement of infrastructure. The Director of Utilities also monitors current inventory to identify future expansion needs resulting from growth and expansion of the City.

Programs

Support and Managerial Oversight of Utilities Division 2018/19 Budget — \$586,789

The Director of Utilities provides support and managerial oversight for the 7 divisions in the Water Utilities Department. The Director of Utilities Office staff was integrated with the Engineering Department staff for a reorganization to create a Capital Projects and Development Engineering group in early 2016. The Director of Utilities retained four staff positions; Director of Utilities, Assistant Director of Utilities, Administrative Assistant I and Office Administrator.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Public Awareness Meetings on Water Conservation	14	15	17
Evaluation of Divisions to Comply with Best Practices for Department	7	7	7
Number of FTE's Supported	223	232	234
Regulatory Compliance Review for Divisions	7	7	7
Dollar Amount of Operating Expenditures Managed for Department (in millions)	\$15.7	\$16.2	\$14.3

Water and Sewer General

2018/19 Budget — \$13,888,777

This program includes administrative and professional costs not attributable to specific Water and Sewer fund departments and personnel costs such as funding to implement the compensation and classification study.

Water and Sewer Capital

2018/19 Budget — \$34,359,038

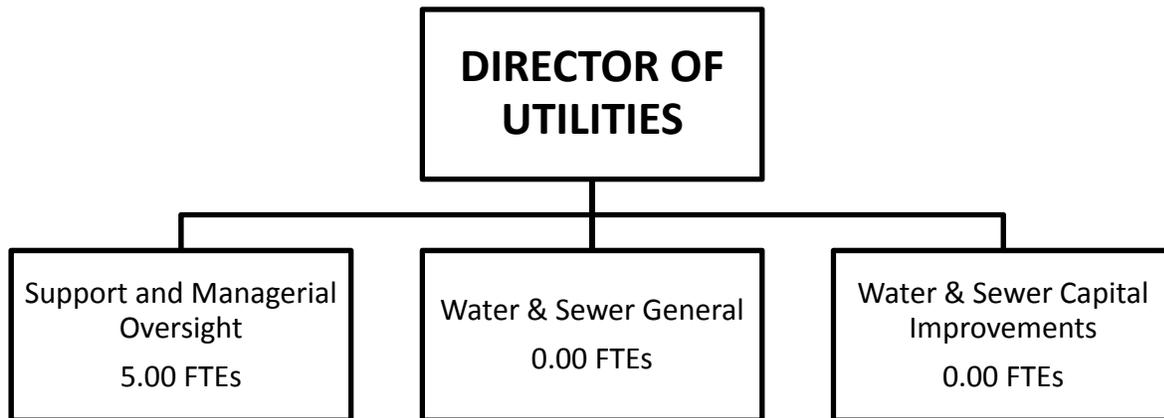
The City's Capital Improvement Plan ("CIP") represents the staff's determination of projects that need to be completed during the next five years to improve the quality of life for all our citizens and to improve our present service delivery system. Director of Utilities plans for projects such as installation of new water and

sewer mains, repairs of or improvements to existing water and sewer infrastructure, and vehicles or equipment needed to for Water and Sewer fund to provide its services and meet the needs of citizens. Funding for these projects is provided by Water and Sewer fund revenues.

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	4	5	5
Part-time Positions	0	0	0
Total Positions	4	5	5

Total Director of Utilities 2018/19 Budget — \$48,834,604



City of Amarillo
Department Staffing Report

Department: Director of Utilities

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM300	DIRECTOR OF UTILITIES	
1.00	ADM301	ASSISTANT DIRECTOR OF UTILITIES	
1.00	CLR400	ADMINISTRATIVE ASSISTANT I	
1.00	CLR945	OFFICE ADMINISTRATOR	
1.00	MGT580	PROGRAM MANAGER	
5.00		Total Permanent Positions	
5.00		Total Department	461,907



(52200, 52210, 52220)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 2,405,590	\$ 2,509,502	\$ 2,944,521
Supplies	3,654,324	4,442,430	4,883,987
Contractual Services	1,134,040	1,665,965	1,667,544
Other Charges	15,065,706	15,005,768	15,603,155
Capital Outlay	597,430	185,000	-
Total Expenses	\$ 22,857,090	\$ 23,808,665	\$ 25,099,207

Mission

The water production division is dedicated to protecting public health in accordance with federal and state laws governing water quality. Our focus is to provide a constant supply of high quality low cost water that satisfies the ever-changing demands of our customers.

Strategic Approach

As a major city situated in the High Plains of Texas, a safe and reliable water supply has always been and will continue to be central to Amarillo’s viability, economy, and quality of life. Extreme weather patterns over the last decade have forced a recalibration of “normal” and an intensified reliance on groundwater sources. In response to these factors combined with a growing population, economy, and many other competing needs, the City of Amarillo is working with engineers, the Texas Water Development Board (TWDB), and the Texas Commission on Environmental Quality (TCEQ) to develop and implement its most proactive and comprehensive water system plan in its history to fully integrate supply, transmission, treatment, storage, and distribution while optimizing expenditures, staffing, and management of assets in correlation with the **Blueprint for Amarillo** initiatives of **Fiscal Responsibility and Customer Service**.

Amarillo’s objective is to develop a vision with a fiscally responsible roadmap for the future by considering the current and future demands on the water system from residents, commercial interests, and fire fighting protocols. This will be an adaptable plan that can be used as the basis to match priorities and financial demands; addressing known issues, a response to growth, regulatory, and aging infrastructure triggers, and the tools to readily adapt and adjust as necessary.

Customer service is primarily directed through system improvements in water quality, and meeting pressure and quantity demands. In addition, the water production division performs community engagement by taking complaint calls and solving issues in the distribution system such as, main breaks, sewer back-ups, disconnected services and general utility inquiries with courtesy and professionalism. The water production division is also involved with the City’s conservation efforts with the Every Drop Counts campaign. Moreover, the staff works multiple events each year to promote community

awareness and education on water production and water conservation. Furthermore, we plan on developing our outreach efforts in the coming years with brochures and through the website. The staff of the Osage plant conducts educational plant tours for school groups.

During the current budget year, projects were designed and completed to increase water quality and production capacity; we replaced an obsolete chlorine safety unit; repaired / replaced several wells; and added a system of baffles in our ground storage tanks to further increase water quality. In addition, programs have been initiated to pool utility resources to improve the working conditions and safety of our staff. Other curriculum we are working towards include: the development of a citywide flushing program, qualifying for the Texas Optimization Program, conducting a vulnerability assessment, and updating our Sample Monitoring Plan.

Programs

Water Production Division 2018/19 Budget — \$7,697,677

Management and maintenance of the four City well fields and well field pumping stations.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/2019 Projected
Groundwater Production Capacity (Billion Gallons)	7.000	7.000	9.000
Well Pump and Motor Replacement/Repair	8	10	16
Leak Repairs	8	6	7
Upgrades to the SCADA System	3	15	30

Water Transmission Division 2018/19 Budget — \$6,283,459

Management and maintenance of City pumping stations and overhead storage facilities.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Potable Water Tank Inspections	17	24	24
Remote Station Inspections	575	600	600
Water Loss Percentage*	12.6%	12.0%	12.0%

*AWWA standard for water loss is less than 12%

Water Treatment Division 2018/19 Budget — \$11,118,071

Management, maintenance, treatment and state compliance testing of the Canadian River Municipal Water Authority (CRMWA) water resource.

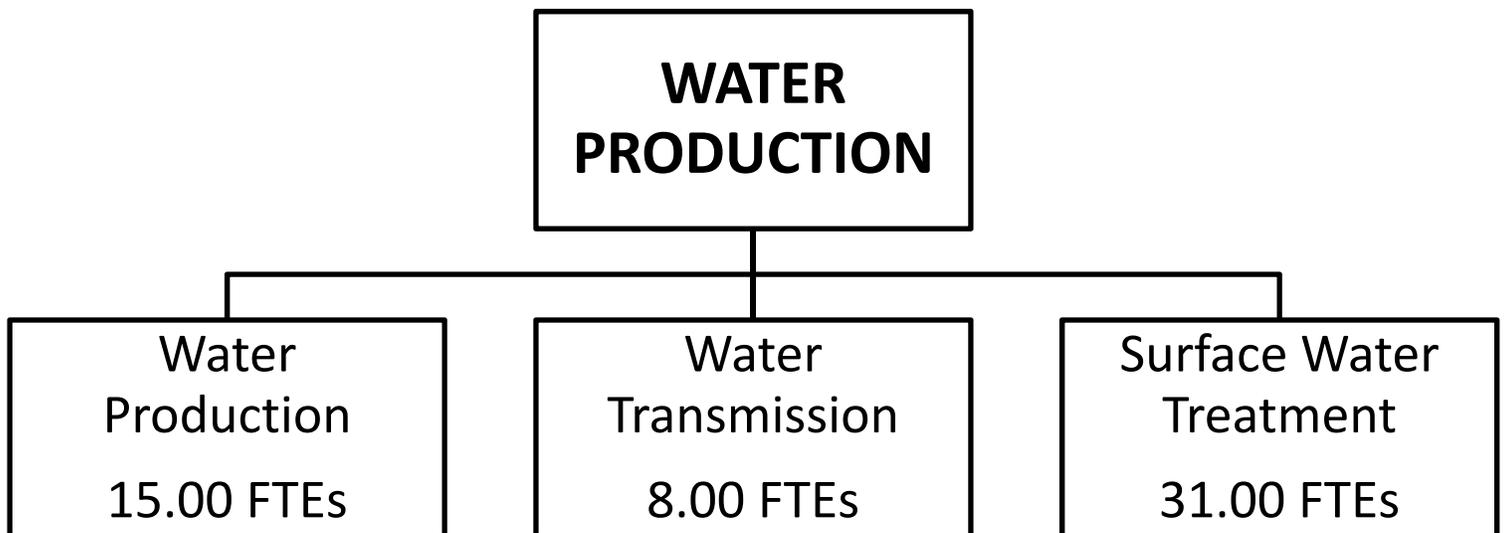
Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
CRMWA Allocation (Billion Gallons)	8.5	10.2	11.0
Compliance with State / Federal Regulatory Reporting	100%	100%	100%
% Loss in Treatment Process	5%	5%	3%
Bacteriological Sampling	1,550	1,550	1,550
Surface Water Production Capacity (Billion Gallons)	9.0	14.7	15.0

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	47	48	54
Part-time Positions	0	0	0
Total Positions	47	48	54

**Total Water Production, Transmission and Treatment 2018/19
Budget — \$25,099,207**



City of Amarillo
Department Staffing Report

Department: Water Production

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	TEC930	ELECTRONICS/INSTRUMENTATION TECH	
1.00	TRD805	GROUNDWATER OPERATOR	
3.00	TRD915	ELECTRICIAN I	
10.00	TRD957	UTILITY MAINTENANCE MECHANIC III	
15.00		Total Permanent Positions	
15.00		Total Department	809,798

Department: Water Transmission

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	MGT910	TREATMENT PLANT MAINTENANCE FOREPERSON	
1.00	TEC930	ELECTRONICS/INSTRUMENTATION TECH	
1.00	TRD915	ELECTRICIAN I	
2.00	TRD930	UTILITY WORKER	
3.00	TRD957	UTILITY MAINTENANCE MECHANIC III	
8.00		Total Permanent Positions	
8.00		Total Department	412,008

Department: Surface Water Treatment

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM175	WATER UTILITIES MAINTENANCE MANAGER	
1.00	ADM320	WATER PRODUCTION SUPERINTENDENT	
1.00	CLR410	ADMINISTRATIVE ASSISTANT III	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
1.00	MGT320	ELECTRONIC/INSTRUMENTATION SUPER	
1.00	MGT910	TREATMENT PLANT MAINTENANCE FOREPERSON	
1.00	MGT941	OPERATIONS CONTROL SUPERVISOR	
2.00	TEC320	WATER OPERATIONS/COMPLIANCE TECHNICIAN	
1.00	TEC930	ELECTRONICS/INSTRUMENTATION TECH	
1.00	TRD060	ELECTRICIAN II	
1.00	TRD800	CHIEF ELECTRICIAN	
1.00	TRD801	CHIEF MECHANIC	
1.00	TRD910	CUSTODIAN I	
1.00	TRD915	ELECTRICIAN I	
2.00	TRD930	UTILITY WORKER	
4.00	TRD957	UTILITY MAINTENANCE MECHANIC III	
10.00	TRD966	TREATMENT PLANT OPERATOR III	
31.00		Total Permanent Positions	
31.00		Total Department	1,722,715



(52230)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 3,119,973	\$ 3,211,193	\$ 3,261,648
Supplies	63,395	74,326	93,491
Contractual Services	1,345,144	1,350,365	1,419,923
Other Charges	2,745,189	2,312,883	2,569,164
Inter Reimbursements	(698,244)	(537,000)	(537,000)
Total Expenses	\$ 6,575,457	\$ 6,411,767	\$ 6,807,226

Mission

To provide consumers with safe and reliable water services at the lowest reasonable rates that are consistent with sound business practices. To provide reliable, high quality water service while meeting customer demand and to manage departmental resources in an open, responsible manner, at the lowest practical cost.

Strategic Approach

Water Distribution is responsible for maintenance and repair of the distribution system which supplies water to homes and businesses. The distribution system consists of 1,170 miles of water main ranging from 2" to 48", 4538 fire hydrants, 17,944 valves and 71,691 service connections.

Water Distribution engages in the **BluePrint for Amarillo** by continuing to rehabilitate the infrastructure by **Instituting Best Practices** with internal and external sources to meet **Customer Service**. The City added a crew and equipment in the 2014/15 and 2015/16 budgets to concentrate on 2" water line replacement. The Utilities department started a new Water Master Plan study this year. The department will use the study to continue evaluation of the demand of the distribution system, future needs and how to operate the system in the future.

Programs

Water Distribution Administration

2018/19 Budget — \$88,556

Responsible for customer calls and dispatching calls to field crews for Water and Wastewater collection. Administration staff created 6,299 work orders for Water department and 3,253 work orders for Wastewater department during 2014/15.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Admin Staff Work Orders Created	9,923	10,000	10,250
Phone Calls Taken	14,934	15,000	15,250
Examples	Water Off, Emergency turn Off, Sewer Backups, Line Locate request, Water Main Breaks.		

**Maintenance and Repair
2018/19 Budget — \$5,935,415**

Responsible for the maintenance and repair of the water distribution system to ensure uninterrupted service to customers. The distribution system includes 1,170 miles of water mains, 17,944 valves and 71,493 active accounts.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Main Breaks	269	220	200
Fire Hydrants Repaired	320	150	125
Water Valves Worked/Exercised	1,049	1,250	1,250

**New Construction Service Taps and Main Extensions
2018/19 Budget — \$373,503**

Responsible for in the installation of new water services from 5/8" to 4", fire lines and installing new water mains as needed. The department O&M covers the labor and equipment cost for new construction.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
New Water Taps Installed	160	150	150
Water Taps Abandoned	45	50	55
% New Tap Cost to Department	41%	42%	43%
New tap Cost to Department	\$271,191.80	\$285,000	\$295,000
New taps Customers cost	\$160,175.80	\$170,000	\$170,000
Years to Recover City cost for new Taps	3.0 Years	3.4 Years	3.7 Years
Work Orders Completed	\$667,757	\$350,000	\$350,000

**Water Meter Service
2018/19 Budget — \$386,474**

Responsible for the installation and repairs of water meters. New water meters are purchased through a CIP account. The approximate annual cost of water meters is \$325,000

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Meter Representatives Orders Worked	69,430	75,000	70,000
Water Meters Tested	273	300	350

**Winter Weather Operations
2018/19 Budget — \$23,278**

Responsible for responding to Emergency Operations Center (EOC) emergencies and removing snow from City owned property such as City Hall, Civic Center, libraries, Globe News Center and downtown streets when needed by the Street department.

Performance Measures/Indicators:

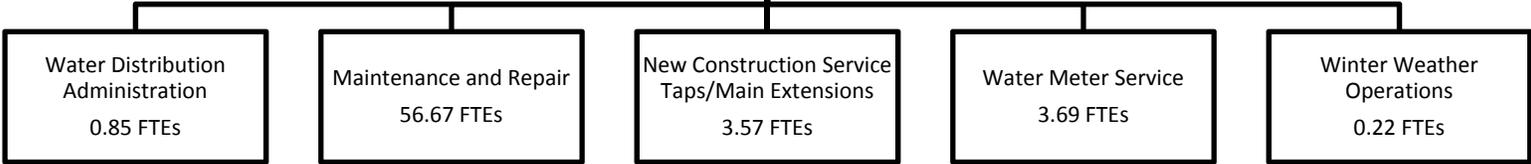
	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Response to Snow Removal	2	0	3

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	65	65	65
Part-time Positions	0	0	0
Total Positions	65	65	65

**Total Water Distribution Department 2018/19 Budget —
\$6,807,226**

**WATER
DISTRIBUTION**



City of Amarillo

Department Staffing Report

Department: Water Distribution

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM330	WATER AND SEWER SYSTEM SUPERINTENDENT	
1.00	ADM331	ASSISTANT WATER DIST SUPERINTENDENT	
2.00	CLR400	ADMINISTRATIVE ASSISTANT I	
1.00	CLR405	ADMINISTRATIVE ASSISTANT II	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
12.00	MGT345	WATER/SEWER FOREPERSON I	
3.00	MGT930	WATER AND SEWER SUPERVISOR II	
3.00	MGT931	WATER AND SEWER SUPERVISOR I	
11.00	TEC120	UTILITY TECHNICIAN	
2.00	TRD331	UTILITY LOCATOR	
2.00	TRD334	WATER METER MECHANIC II	
10.00	TRD335	METER SERVICE REPRESENTATIVE II	
16.00	TRD930	UTILITY WORKER	
65.00		Total Permanent Positions	
65.00		Total Department	3,261,648





(52240)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 1,797,028	\$ 1,927,091	\$ 1,945,340
Supplies	390,825	421,048	466,500
Contractual Services	876,849	809,452	802,456
Other Charges	1,929,136	1,980,223	2,185,533
Inter Reimbursements	(223,999)	(159,269)	(159,269)
Total Expenses	\$ 4,769,839	\$ 4,978,545	\$ 5,240,560

Mission

To operate the wastewater collection system in a customer service oriented, financially sound, and efficient manner. To maintain the collection system in such a manner as to meet or exceed established regulatory water quality standards in compliance with state and federal discharge permits. To protect the public from potential diseases by properly collecting and transporting sewage to treatment facilities while providing community-wide accessibility.

Strategic Approach

Responsible for the operation and maintenance of the wastewater collection system which includes 980 miles of sewer main ranging from 6" to 54", 12,671 manholes and 54 lift stations. Wastewater Collection fulfills its mission by proactively and systematically responding to customer calls and gathering data about the 989 mile system.

Wastewater Collection engages in the **Blueprint for Amarillo** by continuing to **Institute Best Practices** to rehabilitate of the infrastructure with internal or external sources to meet **Customer Service**. The department completed a Wastewater Master Plan Study in 2013 that produced a Dynamic Planning Tool (DPT). Wastewater Collection will utilize the new DPT to schedule Capital Improvement Projects (CIP) and to identify target areas for internal projects for infrastructure replacement.

Programs

Maintenance and Repair

2018/19 Budget — \$5,075,698

Responsible for the maintenance and repair of the wastewater collection system including 980 miles of sewer mains, 12,386 sewer manholes, 69,251 sewer service tap connections and 54 lift stations.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Sewer Mains Repairs	185	160	150
Sewer Manholes Adjusted	147	85	75
Miles of Sewer Cleaned	471	480	480
Miles of Sewer Televised	15	30	30
Total Sewer Calls Received	806	750	750
Total Sewer Calls that were Not Stops	584	550	550
Lift Station Checks Yearly	6,972	6,500	6,500

**New Construction Service Taps and Main Extensions
2018/19 Budget — \$164,862**

Responsible for in the installation of new sewer taps and installing new sewer mains as needed. The Department O&M covers the labor and equipment cost for new construction.

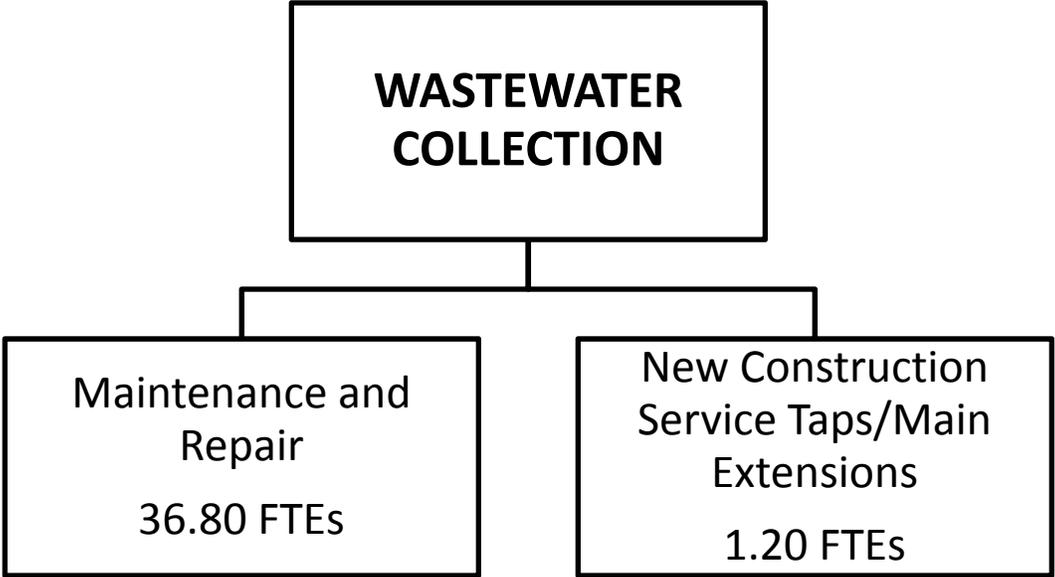
Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
New Sewer Taps Installed	101	110	100
Sewer Taps Abandoned	45	35	35
% New Tap Cost to Department	54%	55%	61%
New tap Cost to Department	\$174,457	\$190,000	\$190,000
New taps Customers cost	\$80,400	\$85,250	\$77,500
Years to Recover City cost for new Taps	4.7 Years	4.8 Years	5.7 Years
Work Orders Completed	\$216,205	\$60,000	\$45,000

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	38	38	38
Part-time Positions	0	0	0
Total Positions	38	38	38

Total Wastewater Collection 2018/19 Budget — \$5,240,560



City of Amarillo

Department Staffing Report

Department: Waste Water Collection

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM340	ASSISTANT WASTEWATER COLL. SUPERINTENDENT	
5.00	MGT345	WATER/SEWER FOREPERSON I	
3.00	MGT930	WATER AND SEWER SUPERVISOR II	
1.00	MGT931	WATER AND SEWER SUPERVISOR I	
5.00	TEC120	UTILITY TECHNICIAN	
1.00	TEC340	ODOR CONTROL TECHNICIAN	
1.00	TEC930	ELECTRONICS/INSTRUMENTATION TECH	
3.00	TRD342	LIFT STATION MAINTENANCE MECHANIC II	
14.00	TRD930	UTILITY WORKER	
3.00	TRD954	UTILITY MAINTENANCE MECHANIC I	
1.00	TRD960	UTILITY OPERATOR	
38.00		Total Permanent Positions	
38.00		Total Department	1,945,340



(52260, 52270)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 2,664,796	\$ 2,685,307	\$ 2,366,644
Supplies	1,584,903	1,940,337	1,978,379
Contractual Services	701,886	1,266,855	1,277,789
Other Charges	2,509,402	2,558,116	2,675,124
Total Expenses	\$ 7,460,987	\$ 8,450,615	\$ 8,297,936

Mission

To operate the Wastewater Treatment plants to meet federal and state regulations in order to protect the public health and the environment.

Strategic Approach

To provide the citizens of Amarillo with the most efficient and economical wastewater treatment possible pursuant to State and Federal Regulations.

The laboratory provides rapid and accurate analyses of water, wastewater, and bio-solids to any requesting City department by the use of approved methodologies. This facility provides a reliable source of water meeting and exceeding contract requirements for industrial cooling. This facility administers all applicable ordinances and regulations in a fair and responsible manner. It also promotes for the maximum use of reclaimed water and bio-solids while protecting the environment.

The Wastewater Treatment plants are engaged in the **Blueprint for Amarillo** through the **Fiscal Responsibility, Civic Pride** and **Best Practices** initiatives. The departments use maintenance funding to evaluate and prioritize repairs or replacements of the current infrastructure. Staff maintains all equipment and facilities to a professional level to enhance community appearance. The departments strive to incorporate **Best Practices** into all of its policies and procedures and focuses on providing a high quality effluent. The Texas Commission on Environmental Quality (TCEQ) is the regulating agency for water quality. Employees are required to be licensed through rigorous training and testing to ensure that a high quality effluent, that meets state and federal standards, is provided to protect the environment.

Programs

Wastewater Treatment

2018/19 Budget — \$8,297,936

Provides treatment plant operations, reclaimed water reuse to industry, as well as bio-solids disposal to City residents, businesses and industries, so they can have environmentally safe wastewater disposal.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Number of Violations to Discharge Permit	0	0	0
Treatment plant capacity (MGD)	28	28	28
Wastewater treated (MGD)	16.9	17.1	17.2
Reclaimed water to XCEL (MG)	3,294	2,845	3,000
Effluent to L. Tanglewood & Creek (MG)	2,863	3,004	3,000
Biosolids to Landfill (Metric Tons)	735	1,200	1,500

Hollywood Road:

2018 Bi-Annual Texas Commission on Environmental Quality (TCEQ) completed with 0 demerits.

DMR-QA 37 Completed with 0 demerits.

In 2017 Hollywood Road had an average daily flow of 8.77 MGD, which is 73.1% of the 12 MGD treatment plant capacity.

River Road:

2017 Bi-Annual Texas Commission on Environmental Quality (TCEQ) completed with 0 demerits.

DMR-QA 37 Completed with 0 demerits.

In 2017 River Road had a daily average flow of 9.0 MGD which is 56% of the 16 MGD treatment plant capacity.

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	50	49	43
Part-time Positions	4	4	4
Total Positions	54	53	47

Total Wastewater Treatment 2018/19 Budget — \$8,297,936

**WASTEWATER
TREATMENT**

Wastewater
Treatment
47.00 FTEs

City of Amarillo

Department Staffing Report

Department: River Road Water Reclamation

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM165	WATER RECLAMATION FACILITY MANAGER	
1.00	MGT910	TREATMENT PLANT MAINTENANCE FOREPERSON	
1.00	MGT941	OPERATIONS CONTROL SUPERVISOR	
1.00	TEC930	ELECTRONICS/INSTRUMENTATION TECH	
1.00	TEC942	PROCESS CONTROL TECHNICIAN	
1.00	TRD910	CUSTODIAN I	
2.00	TRD930	UTILITY WORKER	
1.00	TRD951	EQUIPMENT OPERATOR III	
3.00	TRD957	UTILITY MAINTENANCE MECHANIC III	
9.00	TRD966	TREATMENT PLANT OPERATOR III	
21.00		Total Permanent Positions	
Part-Time Positions			
2.00	HRL930	UTILITY WORKER	
23.00		Total Department	1,199,547

Department: Hollywood Road Waste Water Treatment

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM165	WATER RECLAMATION FACILITY MANAGER	
1.00	MGT910	TREATMENT PLANT MAINTENANCE FOREPERSON	
1.00	MGT941	OPERATIONS CONTROL SUPERVISOR	
1.00	TEC930	ELECTRONICS/INSTRUMENTATION TECH	
1.00	TEC942	PROCESS CONTROL TECHNICIAN	
1.00	TRD910	CUSTODIAN I	
3.00	TRD930	UTILITY WORKER	
1.00	TRD950	EQUIPMENT OPERATOR II	
1.00	TRD951	EQUIPMENT OPERATOR III	
2.00	TRD957	UTILITY MAINTENANCE MECHANIC III	
9.00	TRD966	TREATMENT PLANT OPERATOR III	
22.00		Total Permanent Positions	
Part-Time Positions			
2.00	HRL930	UTILITY WORKER	
24.00		Total Department	1,167,097



(52281)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 1,180,776	\$ 1,289,051	\$ 1,270,084
Supplies	162,620	214,246	221,490
Contractual Services	137,204	194,889	297,339
Other Charges	101,860	120,276	311,932
Capital Outlay	-	68,600	20,500
Inter Reimbursements	(10,830)	(42,581)	(39,780)
Total Expenses	\$ 1,571,630	\$ 1,844,481	\$ 2,081,565

Mission

To complete regulatory requirements, and provide analytical services needed by many City departments/divisions through an Environmental Quality Division. The mission is collectively one of protection for citizens, the City, and the Environment.

Strategic Approach

To maintain a professional staff which requires a high degree of responsibility, pride, and dedication in the field of their expertise.

The Laboratory Administration Division is active in **Best Practices** with the Texas Commission on Environmental Quality (TCEQ) National Environmental Laboratory Accreditation Conference (NELAC) **Accreditation** in place. This includes fully accredited analysts and methods. A TCEQ approved Pretreatment Program is also maintained. The Stormwater Quality Program includes and maintains a TCEQ MS4 Permit. Recently the new Household Hazardous Waste Program (HHW), which is approved by the State of Texas, was completed and installed. Laboratory Administration is active in the new City workforce **Safety** Initiative by maintaining 42 Job Safety Analysis documents (JSA's) for the division. Laboratory Administration provides services to other departments/divisions and supports the citizens of Amarillo for their concerns. Operations in the Environmental Laboratory Program are very active with cutting edge **Technology** which is used in methods and complex instruments. The output of this **Technology** ensures **Public Safety** of Drinking Water and various waste management systems. **Excellence in Communication** is continually provided to the Public, the Regulatory Sector, and the News Media. This division has a City of Amarillo internet presence with the Stormwater Quality Program, the Pretreatment Program, the HHW Program, and the Environmental Laboratory. All of these are located on the Amarillo.Gov homepage with good explanations of the programs and details of how State & Federal law is interfaced with the programs. Laboratory Administration provides Safe Drinking Water

Customer Service needed by requesting citizens, City departments/divisions, and private businesses. **Economic Development** is helped by providing active analysis and historical data concerning the quality of our Drinking water and the status of our Wastewater. We also provide guidance and data in the process of **Infrastructure** development in Water Treatment, Wastewater Treatment, Stormwater Quality, and Wastewater Collection Systems. Laboratory Administration is directly involved to ensure these changes are adequate, correct, and meet the needs of the various State Regulatory Programs. Our work is directly involved in ensuring private Industrial Waste Facilities maintain good housekeeping under their permits which are issued by Laboratory Administration. The Stormwater Quality Program supports **Civic Pride** by ensuring sediment, erosion, and construction debris do not leave construction and industrial sites. These sites have State required SWP3 plans and are inspected by this program to ensure good housekeeping procedures provide **Amarillo Beautification**.

Programs

Administration & Support

2018/19 Budget - \$198,244

This Program is responsible for completion of 22,975 required administrative documents including permits, manifests, laboratory reports, credit card purchases, memos, deposits/cash reports, requisitions, payment vouchers, chemical inventory, and others as required by different work groups.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Administrative Documents Managed	22,975	23,549	24,137

Environmental Laboratory Program

2018/19 Budget — \$851,407

This Program is a Central Laboratory operation for the City of Amarillo. Analytical laboratory support is provided to many City departments & divisions. Currently this work includes approximately 68,000 parameter results within 18,564 samples with a commercial value of \$1,904,000 per year. Growth in samples processed currently averages 1.54% per year. We provide high quality analytical services to all requesting departments & divisions in a timely manner with the lowest cost to the City.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total Samples analyzed	18,564	18,850	19,140

Industrial Waste/Pretreatment Program

2018/19 Budget — \$301,540

This Program manages 16 significant industries with Industrial Waste Permits. This includes monthly sampling, inspections, permitting, and reporting in a timely and professional manner. We meet and exceed all requirements of the TCEQ approved Pretreatment Program and the permits of both Wastewater Treatment Plants.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Industries Managed under Permits	16	16	18

**Stormwater Quality Program
2018/19 Budget — \$437,703**

This Program manages 101 regulated industries. This includes sampling, inspections, and reporting. The primary City Playa Lakes are also monitored for pollution routinely. Operation and maintenance of the State/Federal MS4 Permit issued to the City is continual, and renews in a five year cycle. We professionally maintain the Program to meet the Stormwater Quality MS4 Permit, the Construction General Permit, and the Industrial General Permit.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Industries Managed under Permits	101	105	108

**Chemical Inventory Program
2018/19 Budget — \$57,647**

This Program manages 8,506 chemical items within 113 City departments & divisions and generates the Texas Tier Two Report annually. The Annual Chemical Inventory for all City departments & divisions is conducted by this Program each year in December. The results of the 113 inventories are checked for accuracy and completeness to support generation of the primary Annual Texas Tier II Report. Interim Tier II Reports may be required at different times during the year if needed. Performance for the Program is measured by time of response, completeness, and accuracy of the data presented to TCEQ.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total Chemical Items Managed	8,506	8,676	8,849

**NELAC Drinking Water Bacteriology Program
2018/19 Budget — \$217,286**

This Program analyzes 9,891 Drinking Water samples per year to protect over 250,000 people in 275 cities and entities in the upper Panhandle Region. Regional Bottled Water companies are also supported. We maintain TCEQ NELAC Accreditation, and provide the State with all applicable reports in a timely and accurate manner. Applied growth factor is 1.54% per year.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total Bacteriology Samples Processed	9,891	10,043	10,198

**Household Hazardous Waste Program
2018/19 Budget — \$17,738**

This Program processes 6,811 pounds of Chemical products delivered by the residential Public per year, and completes annual State reporting. We process all hazardous waste items received from the residential Public in a safe and accountable manner. Many products which are safe for consumer use are recycled back to the Public free of charge.

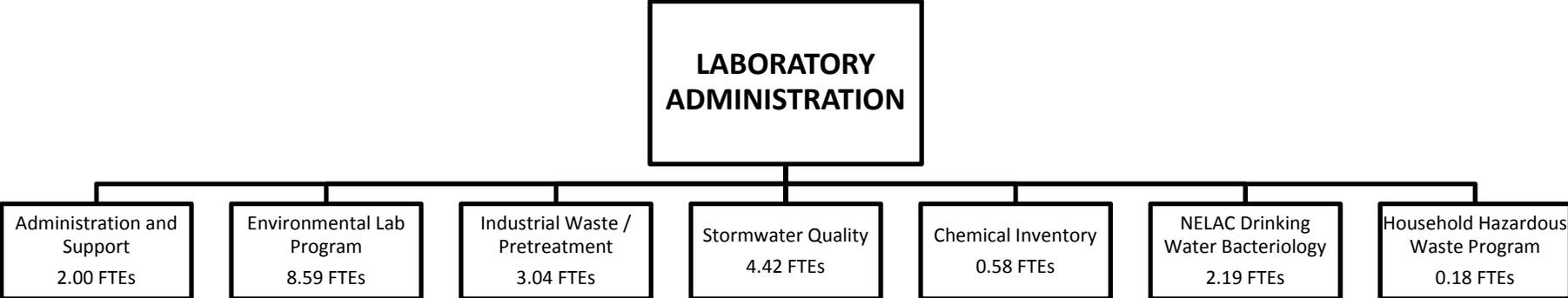
Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Pounds of Chemicals Managed	6,811	7,000	7,210

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	19	22	21
Part-time Positions	0	0	0
Total Positions	19	22	21

Total Environmental Laboratory 2018/19 Budget — \$2,081,565



City of Amarillo

Department Staffing Report

Department: **Laboratory Admin**

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM355	CHIEF CHEMIST: ENVIRONMENTAL PROGRAMS MANAGER	
1.00	ADM551	ENVIRONMENTAL ADMINISTRATOR	
1.00	CLR130	ADMINISTRATIVE SUPERVISOR	
1.00	CLR405	ADMINISTRATIVE ASSISTANT II	
1.00	PRF350	ENVIRONMENTAL CHEMIST	
2.00	PRF351	CHEMIST I	
2.00	PRF352	CHEMIST II	
2.00	PRF353	CHEMIST III	
1.00	TEC335	INDUSTRIAL WASTE SUPERVISOR	
2.00	TEC555	ENVIRONMENTAL TECHNICIAN	
1.00	TEC928	STORM WATER SUPERVISOR	
1.00	TEC943	BACTERIOLOGY TECHNICIAN	
1.00	TEC945	WATER BACTERIOLOGIST	
1.00	TRD047	CUSTODIAN II	
1.00	TRD350	INDUSTRIAL WASTE INSPECTOR	
2.00	TRD351	STORM WATER INSPECTOR	
21.00		Total Permanent Positions	
21.00		Total Department	1,270,084



(1431)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 5,150,705	\$ 5,006,704	\$ 5,192,885
Supplies	233,887	504,084	720,190
Contractual Services	4,425,291	4,170,835	4,194,966
Other Charges	60,435	62,980	72,579
Capital Outlay	-	-	130,000
Total Expenses	\$ 9,870,318	\$ 9,744,603	\$ 10,310,620

Mission

The City of Amarillo Solid Waste Collection Division provides for the safe and efficient collection of residential and commercial solid waste within the City limits. The Solid Waste Collection Division ensures the health, safety, and welfare of residents, commercial customers, and employees while acting in compliance with state regulations and Amarillo Municipal Ordinances.

Strategic Approach

The City Solid Waste Collection Division utilizes a fully automated, containerized trash collection system for the majority of residential and commercial customers. Residents in specific neighborhoods without alleys have curbside hand-pickup collection of their solid waste. The City of Amarillo also has a curbside big/bulky collection program as well as coordinated alley collection program for limbs and big/bulky items. The existing multiple program operation strives to maintain **Civic Pride** by providing many solid waste collection services for the public in accordance with **Best Practices**.

Programs

Division Administration/Support

2018/19 Budget — \$495,892

Administration/Support is responsible for management of the multi-faceted Solid Waste Collection Division.

Residential Collection Services

2018/19 Budget — \$4,955,971

Currently, the City of Amarillo provides residential collection using side-load dumpsters as well as curbside bag collection in neighborhoods without alleys. Beginning in this budget year, the City of Amarillo, will start providing automated curb cart service to customers with dumpsters in front of their homes, those with dead-end alleys or safety concerns, and customers currently receiving curbside hand collection. The City plans to begin with approximately 4,000 customers, adding another 4,000 mid-year.

Each 3-cubic-yard, side-loader dumpster for solid waste disposal, will generally serve three to five households. At present, there are approximately 19,000 of the 3-cubic-yard, side-loader dumpsters serving approximately 60,000 residences within the City limits.

There are 3,200 residences that are on curb-side trash bag collection service. The curb-side collection is divided into five different rear-loader truck routes. The curb-side customer's trash bags are collected on either Monday and Thursday, or Tuesday and Friday.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Single Family Residential – Alley and Street Dumpsters*			
Households	59,349	60,179	55,401
Cost of Service per Month		\$16.00	\$16.39
Single Family Residential – Curbside Manual*			
Households	3,280	3,280	693
Cost of Service per Month		\$32.29	\$40.13
Single Family Residential – Curb Cart*			
Households	NA	NA	8,000
Cost of Service per Month**	NA	NA	\$8.51
Monthly Solid Waste Rate***	\$15.41	\$15.41	\$16.76

*Costs do not include the enhanced big and bulky program.

**Conservative estimate considering only 30% route density. Costs decrease with higher density.

***Includes additional 3 big & bulky crews, and 2 chipper crews

Recycling Centers

2018/19 Budget — \$54,990

Solid Waste Collection cleans and maintains the five Household Collection Sites located in the City. The centers accept used motor oil, oil filters, tin cans, and aluminum cans. The recycling centers are cleaned and the oil filters removed at least twice per week by the Chipper Crew personnel.

Big & Bulky Collection Crews and Chipper Crews

2018/19 Budget — \$1,631,042

The City has seven Lightning Loader trucks with six crews available to operate on five different routes to collect the large bulky items such as large tree stumps, furniture, appliances, and other junk. Last year, the two Chipper Crews were merged with the Lightning Loader Collection Crews, and are now collecting the brush as well as the big and bulky within the alleys.

A Curbside Big & Bulky program was added during the previous budget year and allows customers to contact the Solid Waste Collection Division to schedule a pickup of big & bulky items from their curb. Once a customer calls Solid Waste, they are given a date to set out their items and the crew collects them from their curb. Do to the popularity of this program, the Solid Waste Collection Division anticipates changing the program within the budget year to allow for curbside collection days by neighborhood or zone.

<i>Performance Measures/Indicators:</i>	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Alley Cleanup Requests	NA	7,200	7,500
Alley Cleanup Requests Completed	NA	4,500	7,500
Curbside Big & Bulky Pickup Requests	NA	9,500	10,900
Curbside Service Requests Completed	NA	9,500	10,900

Brush Sites & Composting 2018/19 Budget — \$297,535

The City of Amarillo will be opening two brush sites for residents to dispose of their tree limbs and brush. These sites reduce the amount of limbs placed in the alleys by tree trimming contractors and residents. The brush and limbs at these two locations will be processed and transferred to the compost facility at the City of Amarillo Landfill. The tub grinder and operators, currently located at the landfill, will be used at the brush sites to grind the limbs and brush for transport.

The new brush sites will provide organic material needed for the compost site at the landfill. The compost facility is another year away from having quality compost available for sale, but will utilized the materials collected from the City’s brush sites to grow this program. The compost site will allow the citizens and businesses of Amarillo to divert waste from the Landfill to the compost site, expanding the life of the Landfill.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total cubic yards of ground wood chips	29,806	55,000	60,000
Tub grinder costs (per cubic yard of wood chips)	\$5.43	\$5.43	\$5.43
Tub grinder hours operated	680	600	600
Tub grinder costs per hour	\$497.50	\$497.50	\$532.32

Dumpster Paint and Repair Operation 2018/19 Budget — \$1,090,962

The Solid Waste Collection Division operates a container repair and painting operation.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
<u>Outcome</u>			
Dumpster Service Requests	NA	1,700	1,650
Dumpsters Repaired	NA	1,253	1,120
Dumpsters Replaced	NA	447	530

**Commercial Collection Services
2018/19 Budget — \$1,784,228**

The City’s Commercial Collection Services provide service to approximately 6,400 business customers using either 8-cubic-yard front loading containers or 3-cubic-yard side loading dumpsters. The front-end loader collection trucks collect 58% of the waste generated from commercial customers. Smaller businesses and apartment complexes utilize the smaller 3-cubic-yard side loading containers. Due to very competitive pricing from private commercial haulers with three year term contracts and national chain service agreements, the commercial collection service has seen a decrease in customers and service from past years.

With the implementation of non-exclusive franchise fees, the Solid Waste Collection Division will evaluate options to gradually withdraw from commercial collection services.

Performance Measures/Indicators:

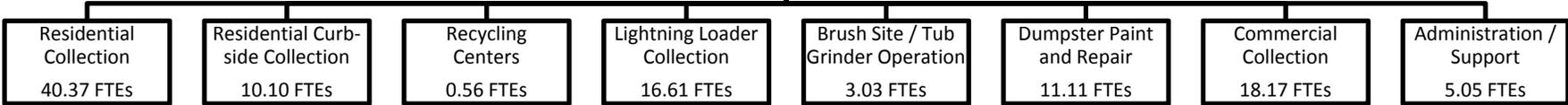
	2016/17 Actual	2017/18 Estimated	2018/19 Projected
<u>Workload</u>			
Commercial 3-CY customers (3+ times per week)	2,721	2,721	2,500
Commercial 8-CY customers	953	953	970

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	102	103	103
Part-time Positions	2	2	2
Total Positions	104	105	105

Total Solid Waste Collection 2018/19 Budget — \$10,310,620

**SOLID WASTE
COLLECTION**



City of Amarillo

Department Staffing Report

Department: Solid Waste Collection

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM240	SOLID WASTE SUPERINTENDENT	
1.00	ADM241	ASSISTANT SOLID WASTE SUPERINTENDENT	
1.00	CLR400	ADMINISTRATIVE ASSISTANT I	
1.00	CLR410	ADMINISTRATIVE ASSISTANT III	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
2.00	MGT240	SOLID WASTE SERVICE COORDINATOR	
5.00	MGT241	ROUTE SUPERVISOR	
1.00	MGT260	MAINTENANCE SHOP COORDINATOR	
1.00	TEC560	SOLID WASTE SERVICE TECHNICIAN	
1.00	TEC915	ASSISTANT SOLID WASTE SERVICE COORDINATOR	
2.00	TRD240	WELDER I	
1.00	TRD241	WELDER II	
15.00	TRD930	UTILITY WORKER	
53.00	TRD952	SOLID WASTE EQUIPMENT OPERATOR I	
17.00	TRD953	SOLID WASTE EQUIPMENT OPERATOR II	
103.00		Total Permanent Positions	
Part-Time Positions			
2.00	HRL930	UTILITY WORKER	
105.00		Total Department	5,192,885



(1432)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 1,850,409	\$ 2,083,749	\$ 2,173,233
Supplies	128,327	160,065	124,178
Contractual Services	2,059,541	2,037,676	2,130,182
Other Charges	224,151	317,439	317,683
Total Expenses	\$ 4,262,428	\$ 4,598,929	\$ 4,745,276

Mission

The City of Amarillo Solid Waste Disposal Division provides for the safe and environmentally efficient processing, transportation, compaction, and daily cover of the community's waste at the Transfer Station and Landfill operations in compliance with the federal, state, local permit regulations, and in accordance with **Best Practices**. The Landfill accepts solid waste and debris from the Transfer Station, other municipal departments, commercial contract haulers, contractors, private citizens, and neighboring communities. Solid Waste Disposal strives to provide excellent **Customer Service**, while always striving to improve **Safety** of the employees and citizens that utilize the Transfer Station and Landfill.

Strategic Approach

The Solid Waste Disposal Division operates a Transfer Station that receives the refuse from commercial and residential collection vehicles. The Transfer Station is centrally located within the city limits of Amarillo, at the City Service Center, and reduces the overall transportation costs of hauling refuse to the Landfill.

The Landfill strategic approach is to maintain compliance with federal and state environmental laws, while serving the needs of the citizens of Amarillo through efficient service and **Best Practices**, while enhancing **Civic Pride** through efficient waste disposal. This approach will be implemented utilizing **Safety** first, with a strong emphasis on **Customer Service**.

Programs

Transfer Station

2018/19 Budget — \$1,792,420

The Transfer Station provides for a central location to efficiently transfer refuse from the collection routes to the Landfill for disposal.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
<u>Workload</u>			
Tons collected	158,807	181,566	182,000

Landfill

2018/19 Budget — \$2,952,856

The Landfill weighs the incoming refuse, and compacts and covers all incoming debris daily. The Landfill recycles appliances, miscellaneous metal, used tires, etc. The facility must collect air samples, ground water samples, surface water run-off samples, and water well samples to assure compliance with federal, state, and local permit operating regulations. The City of Amarillo Landfill has an expected life of approximately another 100 years.

The Solid Waste Division is actively pursuing ways to reduce, reuse and recycle to expand the Landfill’s lifespan. One such effort is the composting site located at the landfill. This facility is approximately a year away from having quality compost available for sale, but will utilize the materials collected from the City’s brush sites to grow this program. The compost site will allow the citizens and businesses of Amarillo to divert waste from the Landfill to the compost site, expanding the life of the Landfill.

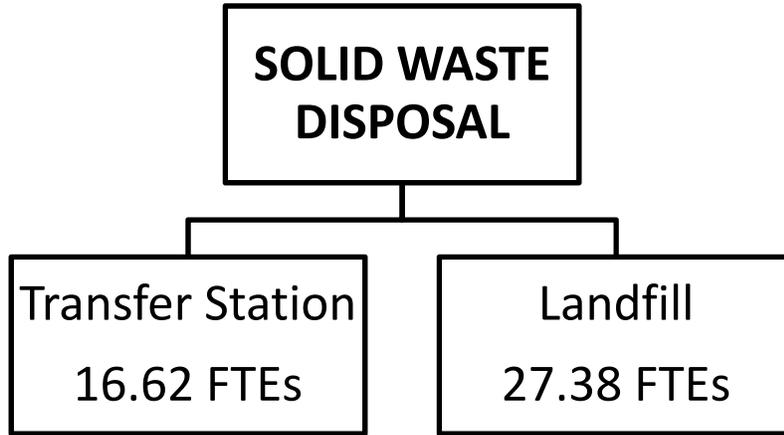
Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
<u>Workload</u>			
Number of incoming loads	36,392	46,733	47,000
Tons of solid waste received	243,339	281,382	282,000
Used tires recycled	9,691	10,731	11,000

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	40	42	42
Part-time Positions	2	2	2
Total Positions	42	44	44

Total Solid Waste Disposal 2018/19 Budget — \$4,745,276



City of Amarillo

Department Staffing Report

Department: Solid Waste Disposal

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	MGT250	LANDFILL SUPERVISOR	
1.00	MGT251	ASSISTANT LANDFILL SUPERVISOR	
1.00	MGT252	TRANSFER STATION SUPERVISOR	
1.00	MGT253	ASSISTANT TRANSFER STATION SUPERVISOR	
2.00	TEC150	ENVIRONMENTAL COMPLIANCE TECHNICIAN	
2.00	TRD250	TRANSFER STATION OPERATOR	
3.00	TRD252	GATE ATTENDANT	
9.00	TRD255	DISPOSAL EQUIPMENT OPERATOR	
13.00	TRD930	UTILITY WORKER	
8.00	TRD952	SOLID WASTE EQUIPMENT OPERATOR I	
1.00	TRD972	TRANSFER STATION MAINTENANCE MECHANIC	
42.00		Total Permanent Positions	
Part-Time Positions			
1.00	HRL251	TRANSFER TRUCK DRIVER	
1.00	HRL930	UTILITY WORKER	
2.00		Total Part-Time Positions	
44.00		Total Department	2,173,233



(56100-56200)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 1,309,767	\$ 1,691,310	\$ 1,795,128
Supplies	185,836	194,605	226,275
Contractual Services	957,724	965,257	933,700
Other Charges	553,148	617,022	709,576
Capital Outlay	-	2,425,000	11,729,601
Debt Service	40,240	254,644	744,644
Inter Reimbursements	-	(50,000)	(50,000)
Operating Transfers	244,958	-	1,550
Total Expenses	\$ 3,291,673	\$ 6,097,838	\$ 16,090,474

Mission

To work cooperatively to provide the community with a safe and efficient drainage system and to provide our services in a respectful, courteous, and responsive manner.

Strategic Approach

The Drainage Utility department is entering its seventh year of operating and maintaining the City's drainage system. The Drainage Utility supports the goals and initiatives set out in the **Council Pillars and City Manager Initiatives** by maintaining the City's storm water drainage Infrastructure utilizing recommended **Best Practices** for customer billing assistance, street sweeping, inspection, inventory management, cleaning, rehabilitation, and repair of all municipal drainage facilities (such as concrete channels, gutters, outfalls, inlets, culverts, storm pipe, open channels, storm water pumps, and playa lakes).

The principal guidance documents that provide assistance in the department's planning and operations are the **Council Pillars and City Manager Initiatives**, the City of Amarillo Drainage Utility Study (December 2011), the Martin Road Lake Storm Water Master Plan (November 2013), the Tee Anchor Drainage Master Plan (July 2014), the Storm Water Management Master Plan (April 1993), and the Storm Water Management Criteria Manual (April 1995). The Drainage Utility department is working toward certification through The American Public Works Association (APWA) as a **Best Practices** department and is using APWA's *Public Works Management Practices Manual*, 8th Edition, as a guidance document.

Programs

Drainage Utility Administration/Support

2018/19 Budget - \$587,355

Provide administration and support services to the drainage utility system through the foundations of Infrastructure Planning, implementation of **Best Practices**, and implementation of the City's **Safety** programs.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Number of Service Request Processed	233	315	320
Customer's Service Request Processing (callback to customer within 48 hours)	95.22%	97%	99%

Drainage Infrastructure and Maintenance

2018/19 Budget - \$2,762,340

Meet the Infrastructure Planning, **Safety Programs**, **Civic Pride** and **Best Practices** initiatives of the **Council Pillars and City Manager Initiatives** by inspecting, maintaining and repairing the drainage system. Maintain the drainage system to operate efficiently and to provide for the safest transport and removal of storm waters.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Storm Sewer Inspected, Cleaned or Maintained (Linear Feet)	96,985	91,000	100,000
Percentage of system	11.0%	10.4%	11.4%
Storm Sewer Cleaned or Maintained (Per LF)	\$3.11	\$1.85	\$1.60
Storm Sewer Internal Inspections (Linear Feet)	83,476	55,000	65,000
Percentage of system	9.5%	6.3%	7.4%
Storm Sewer Internal Inspections (Per LF)	\$2.12	\$1.75	\$1.65
Drainage Channel Maintenance (Linear Feet)	11,586	17,000	18,000
Percentage of system	27.8%	36.0%	38.0%
Drainage Channel Maintenance (Per LF)	\$4.21	\$5.00	\$4.50
Curb & Gutter Maintenance (Linear Feet)	5,813	8,248	8,500
Percentage of system	.10%	.17%	.19%
Curb & Gutter Maintenance (Per LF)	\$47.35	\$30.66	\$30.00
Drainage Inlets Inspection & Maintenance	1,914	2,000	2,500
Percentage of system	47%	50%	62%
Manhole Inspection & Maintenance	259	250	250
Percentage of system	51%	50%	50%

Environmental Maintenance

2018/19 Budget - \$810,850

Sweep streets on a regular basis not only to improve **Customer Service** but also to reduce contaminants regulated by State and Federal agencies. Cover approximately 20,000 centerline miles of curbed streets.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Streets Swept (Centerline Miles)	16,622	20,000	21,000
Programmed Street Swept (% of Total)	98%	105%	100%
Cost of Street Sweeping (Per Centerline Mile)	\$63.53	\$48.00	\$45.00

Drainage Utility Fee Maintenance

2018/19 Budget - \$200,328

Maintain and adjust the customer database for billing as changes occur on service properties in keeping with **Best Practices**. Revenues for the Drainage Utility are provided through the fees billed to approximately 77,000 drainage utility accounts.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Drainage Utility Bills Adjusted	312	953	1,000

Drainage Capital Improvement Plan

2018/19 Budget - \$11,729,601

Determination of projects that need to be completed during the next five years to improve the quality of life for all citizens and to improve the present service delivery system. Drainage Utility plans for projects such as installation of new storm sewers, repair or improvement to existing storm sewer infrastructure, new construction, and vehicles and equipment to expand the Drainage Utility function.

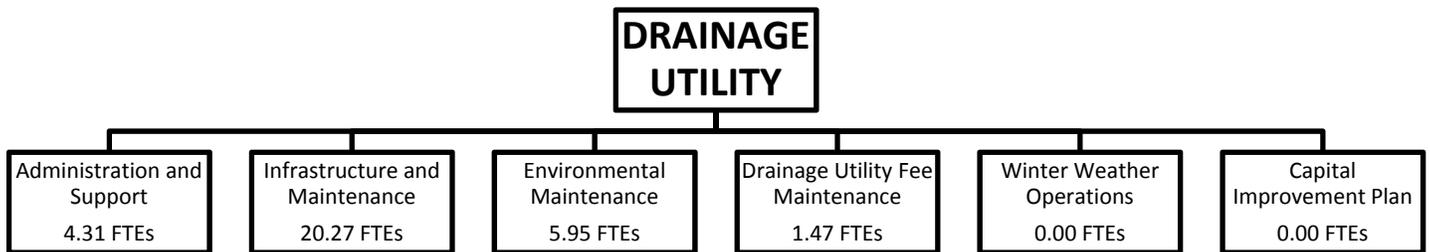
Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Number of Approved CIP Projects	4	6	9
Approved CIP Funding	\$1,906,525	\$2,425,000	\$11,700,000

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	29	31	32
Part-time Positions	0	0	0
Total Positions	29	31	32

Total Drainage Utility 2018/19 Budget — \$16,090,474



City of Amarillo

Department Staffing Report

Department: Drainage Utility

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM090	DRAINAGE UTILITY ASSISTANT SUPERINTENDENT	
1.00	ADM105	DRAINAGE UTILITY SUPERINTENDENT	
1.00	CLR405	ADMINISTRATIVE ASSISTANT II	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
3.00	MGT224	DRAINAGE UTILITY FOREPERSON	
2.00	MGT225	DRAINAGE UTILITY SUPERVISOR	
1.00	TEC932	STORM SEWER TECHNICIAN	
1.00	TRD220	EQUIPMENT OPERATOR IV	
2.00	TRD221	EQUIPMENT OPERATOR I	
2.00	TRD222	CONCRETE FINISHER	
9.00	TRD930	UTILITY WORKER	
5.00	TRD950	EQUIPMENT OPERATOR II	
1.00	TRD951	EQUIPMENT OPERATOR III	
2.00	TRD960	UTILITY OPERATOR	
32.00		Total Permanent Positions	
32.00		Total Department	1,795,128



CITY OF AMARILLO
SUMMARY OF EXPENDITURES BY ACTIVITY CLASSIFICATION

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
Development Services			
1021 Office of Economic Develo	91,306	180,617	0
1410 Public Works	298,527	442,017	463,969
1415 Capital Projects & Develo	993,815	1,284,269	1,121,462
1720 Planning and Development	474,756	689,288	911,052
1731 Traffic Administration	460,874	662,129	682,787
1740 Building Safety	2,768,601	2,950,531	2,854,881
1750 Environmental Health	1,099,517	1,164,986	1,281,055
1000 General Fund	6,187,396	7,373,837	7,315,206
2420 Urban Transportation Plan			
Development Services			
24200 Urban Transportation Pla	421,658	436,878	439,512
2420 Urban Transportation Plan	421,658	436,878	439,512
2425 Photographic Traffic Enfo			
Development Services			
24250 Photographic Traffic Enf	1,175,603	1,172,665	1,171,297
2425 Photographic Traffic Enfo	1,175,603	1,172,665	1,171,297
5200 Water & Sewer Fund			
Development Services			
52115 Capital Projects & Devel	1,120,621	1,540,262	1,303,253
5200 Water and Sewer System Fu	1,120,621	1,540,262	1,303,253
Development Services Total Expenditures	8,905,278	10,523,642	10,229,268





(1410)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 287,761	\$ 464,848	\$ 487,678
Supplies	8,171	1,250	1,250
Contractual Services	43,883	6,030	6,030
Other Charges	16,550	11,810	10,932
Inter Reimbursements	(57,838)	(41,921)	(41,921)
Total Expenses	\$ 298,527	\$ 442,017	\$ 463,969

Mission

The Public Works department aims to enhance the quality of life for its residents and visitors, and to promote economic development for our community by strategically providing and maintaining public infrastructure and municipal services in a resilient manner.

Strategic Approach

The primary function of the Public Works department is to provide administrative support and managerial direction to the six divisions within the Public Works department, which are: Streets Services, Solid Waste Collection & Disposal, Traffic Field Operations, Traffic Engineering, Fleet Services, and Drainage Utility. The Public Works department provides coordination, operational direction, and administrative support to these divisions. These responsibilities are accomplished through the department's singular program of Administration & Support Services.

Programs

Division Administration/Support 2018/19 Budget — \$463,969

Provide management and oversight to the Solid Waste Collection and Disposal, Fleet Services, Traffic, Streets, and Drainage operations.

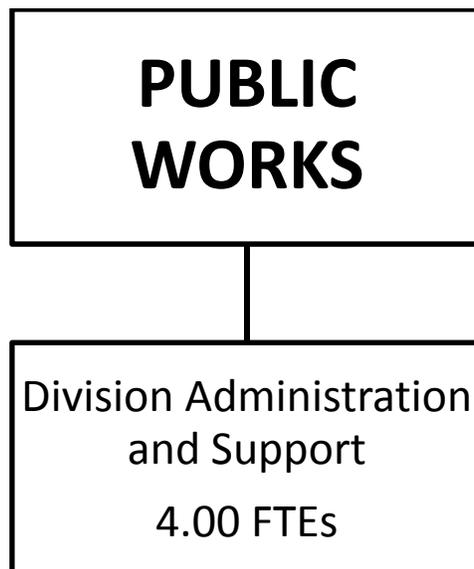
Performance Measures/Indicators:

	2015/16 Actual	2016/17 Estimated	2017/18 Projected
Number of Full-Time Employees Supported	332	337	340
Expenditures Managed (millions)	\$53.4	\$59.4	\$70.1

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	4	4	4
Part-time Positions	-	-	-
Total Positions	4	4	4

Total Public Works Department 2018/19 Budget — \$463,969



City of Amarillo
Department Staffing Report

Department: Public Works

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM200	DIRECTOR OF PUBLIC WORKS	
1.00	ADM201	ASSISTANT DIRECTOR OF PUBLIC WORKS	
1.00	CLR947	ADMINISTRATIVE SPECIALIST I	
1.00	MGT580	PROGRAM MANAGER	
4.00		Total Permanent Positions	
4.00		Total Department	487,678





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Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 2,530,428	\$ 2,850,565	\$ 2,562,163
Supplies	86,106	115,750	119,750
Contractual Services	270,602	311,631	291,781
Other Charges	27,956	46,585	51,021
Inter Reimbursements	(800,656)	(500,000)	(600,000)
Total Expenses	\$ 2,114,436	\$ 2,824,531	\$ 2,424,715

Mission

The Capital Projects and Development (CP&D) Engineering department's mission is to facilitate safe, well-planned community improvements. The Department acts with integrity, accountability and transparency to provide the highest level of service for an improved overall City.

Strategic Approach

CP&D Engineering is a full service department made up of a team of professionals in the fields of surveying, drafting, GIS, project management, construction inspection, engineering, and administration. The department is committed to the strategic objectives in the City of Amarillo's **BluePrint for Amarillo** each initiative is considered as part of the daily work of the department.

The CP&D Engineering department is committed to providing **Customer Service** to the citizens of Amarillo, engineering services to other City divisions and departments, and to provide regulatory oversight to private development in order to achieve the objectives of the City. The department commits to the health, **Public Safety**, and welfare of the general population by ensuring compliance with laws and regulations governing the design and construction of public drinking water production and supply systems; public wastewater collection, treatment, and disposal systems; public storm water infrastructure; public solid waste disposal systems; and the public right-of-way.

The department contributes to the overall efforts of the City's **Economic Development and Redevelopment** initiative as well as the **Civic Pride** initiative by planning, designing, and constructing projects such as the North Heights Neighborhood Plan, Annual Arterial Reconstruction, Annual Sidewalk Replacement, 2-inch Water Main Replacement, and Sewer Main Pipe Bursting. CP&D Engineering embodies the **Fiscal Responsibility** initiative by initiating and evaluating the success of a multi-year citywide infrastructure plan the Community Investment Program (CIP). The CIP focuses on infrastructure planning, design, and construction utilizing best practices. That plan includes collecting and evaluating statistical data and maintaining licensed and certified design and project management

staff to make recommendations on the maintenance, expansion, and funding of the infrastructure needs of the community.

CP&D Engineering strives for **Excellence in Communication** with the public, contractors, and private development partners. CP&D Engineering is dedicated to the development of the department by providing a safe work environment that encourages the growth of loyal employees who respect each other. The department holds to the highest ethical standards and performs in ways that earn the trust of others by acknowledging that decisions affect all residents of Amarillo.

The department was created in the 2015/2016 fiscal year by combining the engineering functions from Director of Utilities department and the Engineering department.

Programs

Capital Department Administration/Support 2018/19 Budget — \$559,549

Provides oversight and management of the design and construction of capital projects and development for the City of Amarillo and its extraterritorial jurisdiction (ETJ). This program ensures best practices are being used in the design process and construction of public infrastructure. Performance measures include meeting contractual processing times for project payments, change-orders and project acceptance letters.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Dollar Value of Capital Projects Accepted	\$8,477,501	\$30,000,000	\$65,000,000
Dollar Value of Capital Projects Budgeted	\$43,472,681	\$46,254,755	\$63,652,758
Dollar Value of Development Projects Capitalized	\$30,847,072	\$60,000,000	\$50,000,000
Number of Engineering Consultant Contracts Administered	12	16	18

**Information not available*

Capital Project Planning 2018/19 Budget — \$62,172

Provides other departments with long-term planning associated with CIP projects, including budgeting. Provides guidance and expertise related to evaluating projects for conformance to a long-term plan for City infrastructure, **Economic Development and Redevelopment**, **Civic Pride** including community appearance, and disadvantaged areas of the community, and a comprehensive transportation network.

Performance Measures/Indicators:

Capital Improvement Projects	Estimated Number of Projects	Estimated Dollar Value of Projects
2018/2019 Capital Projects Proposed	82	\$81,536,349
5 year Capital Projects Proposed	336	\$368,261,616

**Information not available*

Capital Project Design 2018/19 Budget — \$870,411

Provides other departments with design and bidding phase services for capital projects, including land acquisition, the production of technical specifications, plans, detailed estimates, and contract documents. Utilizes **Fiscal Responsibility** to design lasting and useful projects that support the priorities of the City for **Economic Development and Redevelopment, Civic Pride** including community appearance, and disadvantaged areas of the community, **Public Safety**, and a comprehensive **Transportation** network.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total Length of Arterial Designed (Lane Miles)	4	5.5	9
Dollar Value of Arterial Designed	\$3,000,000	\$3,500,000	\$11,200,000
Total Length of Arterial Overlaid (Lane Miles)	27.84	24	28.00
Total Length of Storm Sewer Main Designed (Miles)	.25	4	6
Dollar Value of Storm Sewer Main Designed	\$200,000	\$1,100,000	\$8,600,000
Total Length of Water Main Designed (Miles)	6.5	6.5	6
Dollar Value of Water Main Designed	\$4,900,000	\$4,871,956	\$4,500,000
Total Length of Sewer Main Designed (Miles)	6.3	12	10
Dollar Value of Sewer Main Designed	\$2,600,000	\$10,254,850	\$10,000,000
Dollar Value of General Construction Design including Street Improvements, ADA/Sidewalk Improvements, Bus Stops, and Misc. Projects.	\$4,985,000	\$3,700,000	\$15,500,000
# of Surveys Completed	155	150	160

Capital Project Construction 2018/19 Budget — \$559,550

Provides construction phase services to other departments for the construction of capital projects including project management, payment recommendation, field inspection, and project testing. Utilizes **Fiscal Responsibility** to construct lasting and useful projects that support the priorities of the City for **Economic Development and Redevelopment, Civic Pride** including community appearance, and disadvantaged areas of the community, **Public Safety**, and a comprehensive **Transportation** network. Maintains a **Safe** work environment on projects for City staff, contractors, and the public.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total Length of Arterial Constructed (Lane Miles)	4	5.5	9

Total Length of Residential Streets Constructed (Miles)	9.5	6	6
Total Length of Arterial Overlaid (Lane Miles)	26	32	30
Total Length of Stormsewer Constructed (Miles)	3	5.5	6
Total Length of Water Main Constructed (Miles)	9	22	20
Total Length of Sewer Main Constructed (Miles)	7.5	15	15
Total Number of General Construction Projects Constructed including Street Improvements, ADA/Sidewalk Improvements, Bus Stops, and Misc. Projects.	4	5	3

Development Services Administration 2018/19 Budget — \$124,344

Provides the public with services associated with planning for, establishing, and enforcing applicable laws and regulations for the design and construction of public infrastructure by private development. This process includes maintaining the technical specifications for the construction of public infrastructure, flood plain administration, contract administration, review of technical documents, project inspection, and project testing for **Fiscal Responsibility** and **Public Safety**.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total Number of Development Construction Plans Reviewed	40	45	45
% Reviewed on Time	98%	90%	90%
Total Number of Development Drainage Reports Reviewed	15	22	20
% Reviewed on Time	88%	85%	85%

Right Of Way (ROW) Management 2018/19 Budget — \$248,689

Provides the management of the public ROW, which includes acquiring needed ROW, mapping existing and proposed infrastructure, and planning for and permitting construction in the public ROW. Utilizes best practices by collecting data on the use of the public ROW to develop and enforce **Fiscally Responsible** construction methods, keep the public informed, facilitate **Public Safety**, and planning for the future of public ROW.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total Number of ROW Permits Issued	80	116	140
Total Number of ROW Permits Closed	65	100	130
Total Number of Construction Easements	40	45	45
Total Number of ROW Locate Requests	2604	2500	2500

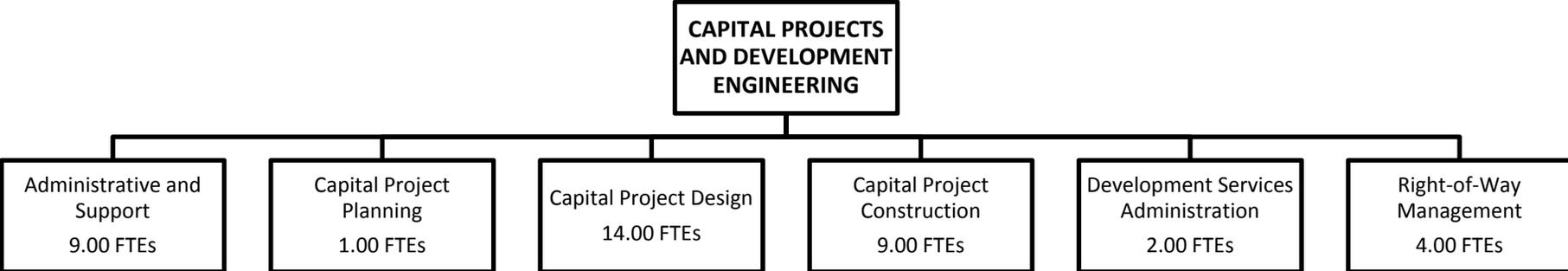
Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	39	39	39
Part-time Positions	0	0	0
Total Positions	39	39	39

2018/19 Expenditures by Funding Source

General Fund	\$ 1,121,462
Water and Sewer System Fund	\$ 1,303,253

**Total CP&D Engineering Department 2018/19
Budget — \$2,424,715**



City of Amarillo

Department Staffing Report

Department: Capital Project Development and Engineering

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
0.52	ADM210	CITY ENGINEER	
0.52	ADM211	ASSISTANT CITY ENGINEER	
0.52	ADM310	CHIEF WATER UTILITIES ENGINEER	
0.52	ADM375	CIP DIRECTOR	
0.52	CLR400	ADMINISTRATIVE ASSISTANT I	
0.52	CLR405	ADMINISTRATIVE ASSISTANT II	
0.52	CLR410	ADMINISTRATIVE ASSISTANT III	
1.04	CLR415	ADMINISTRATIVE ASSISTANT IV	
0.52	CLR550	CUSTOMER SERVICE TECHNICIAN	
0.52	CLR947	ADMINISTRATIVE SPECIALIST I	
0.52	MGT055	PROJECT CONSTRUCTION SUPERVISOR	
0.52	MGT210	PUBLIC WORKS PROJECT COORDINATOR	
0.52	PRF040	RESOURCE ADMINISTRATOR	
0.52	PRF300	CIVIL ENGINEER II	
0.52	PRF303	SENIOR PROJECTS COORDINATOR	
1.56	PRF304	CIVIL ENGINEER III	
0.52	TEC170	GIS TECHNICIAN	
0.52	TEC212	ENGINEERING AIDE II	
0.52	TEC213	INSTRUMENT OPERATOR	
2.60	TEC918	PROJECT REPRESENTATIVE	
1.56	TEC919	PROJECT REPRESENTATIVE II	
0.52	TEC920	ENGINEERING ASSISTANT I	
2.08	TEC921	ENGINEERING ASSISTANT II	
0.52	TEC923	ENGINEERING ASSISTANT IV	
1.04	TEC925	SENIOR DESIGN TECHNICIAN	
0.52	TEC927	CHIEF DESIGN TECHNICIAN	
20.28		Total Permanent Positions	
20.28		Total Department	1,332,085

City of Amarillo

Department Staffing Report

Department: Capital Project Development and Engineering (Enterprise)

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
0.48	ADM210	CITY ENGINEER	
0.48	ADM211	ASSISTANT CITY ENGINEER	
0.48	ADM310	CHIEF WATER UTILITIES ENGINEER	
0.48	ADM375	CIP DIRECTOR	
0.48	CLR400	ADMINISTRATIVE ASSISTANT I	
0.48	CLR405	ADMINISTRATIVE ASSISTANT II	
0.48	CLR410	ADMINISTRATIVE ASSISTANT III	
0.96	CLR415	ADMINISTRATIVE ASSISTANT IV	
0.48	CLR550	CUSTOMER SERVICE TECHNICIAN	
0.48	CLR947	ADMINISTRATIVE SPECIALIST I	
0.48	MGT055	PROJECT CONSTRUCTION SUPERVISOR	
0.48	MGT210	PUBLIC WORKS PROJECT COORDINATOR	
0.48	PRF040	RESOURCE ADMINISTRATOR	
0.48	PRF300	CIVIL ENGINEER II	
0.48	PRF303	SENIOR PROJECTS COORDINATOR	
1.44	PRF304	CIVIL ENGINEER III	
0.48	TEC170	GIS TECHNICIAN	
0.48	TEC212	ENGINEERING AIDE II	
0.48	TEC213	INSTRUMENT OPERATOR	
2.40	TEC918	PROJECT REPRESENTATIVE	
1.44	TEC919	PROJECT REPRESENTATIVE II	
0.48	TEC920	ENGINEERING ASSISTANT I	
1.92	TEC921	ENGINEERING ASSISTANT II	
0.48	TEC923	ENGINEERING ASSISTANT IV	
0.96	TEC925	SENIOR DESIGN TECHNICIAN	
0.48	TEC927	CHIEF DESIGN TECHNICIAN	
18.72		Total Permanent Positions	
18.72		Total Department	1,230,078



(1720,24200)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 789,373	\$ 1,120,038	\$ 1,145,138
Supplies	13,241	11,450	11,012
Contractual Services	57,049	39,460	38,200
Other Charges	128,057	135,835	156,214
Total Expenses	\$ 987,720	\$ 1,306,783	\$ 1,350,564

Mission

Planning and Development Services works to enhance the quality of life for City of Amarillo citizens by providing services that encourage quality growth, development, and redevelopment in all areas within the City and its extraterritorial jurisdiction. The Planning division accomplishes this through concentrated efforts related to short and long range planning principles, land use controls, and development review practices. The Metropolitan Planning Organization provides for the planning and development of the transportation network throughout the Amarillo Urban Transportation Study area in a continuous, cooperative, and coordinated manner. The Economic Development division has an emphasis on enhancing and expanding the City's tax base and community's quality of life while supporting other partners that focus on job retention/creation, workforce development, business support, and entrepreneurship.

Strategic Approach

Planning: The Planning division provides professional planning advice and information to the City Council, Planning and Zoning Commission, other development-related boards/committees, local residents, landowners, and the development community, with the goal of enhancing the quality of life and the built environment within the City of Amarillo.

In collaboration with various community stakeholders, the Planning division develops and recommends policies, regulations/ordinances, and procedures that promote effective development and redevelopment strategies aimed at improving the quality of life for Amarillo residents. Creating and promoting a vibrant and sustainable built environment, while ensuring the protection and enhancement of important cultural and historical resources, are also key goals for the Planning division.

The planning function is guided by goals and objectives provided by Amarillo's Comprehensive Plan, and adopted neighborhood plans. The Comprehensive Plan's goals and objectives relate to long-range planning policy, annexation, land use, design, and housing. The adopted neighborhood plans' goals and objectives relate to redevelopment, infrastructure, identity and amenities, health, and safety. Day to

day, short-range planning activities are accomplished through administering regulations within the zoning, subdivision, and other development-related ordinances.

Through the use of these planning documents, the division strives to balance physical, social, and economical interests, in order to achieve a built form that will benefit both the present and future residents of the community. Public and stakeholder involvement in the planning process is encouraged as a means to balance competing interests and engage the community.

The department was recognized by the Texas Chapter of the American Planning Association (TxAPA) for Planning Excellence in 2015, 2016, and 2017, affirming the department's commitment to **Best Practices**. Each of the programs below fulfills the **BluePrint for Amarillo** initiative. For example, the Long and Short-Range Planning program addresses aspects of **Economic Development, Redevelopment, and Civic Pride**. The Special District Administration and Planning Studies & Reports programs each involve several **BluePrint for Amarillo** initiatives; including continued **Downtown Redevelopment, Addressing Disadvantaged Areas, Community Appearance, and Civic Pride**.

Metropolitan Planning Organization (MPO): The Metropolitan Planning Organization division fulfills its mission through short and long-range transportation planning activities for roadways, public transportation, walking, biking, and freight. The MPO works to coordinate planning efforts between federal, state, county, City of Canyon, Panhandle Regional Planning Commission (PRPC), and City of Amarillo officials and to incorporate public involvement at all stages of the transportation planning process. The primary activities of the department include the preparation of the Metropolitan Transportation Plan (MTP), a 25 year long-range plan that requires the maintenance of socio-economic data for transportation modeling, the Transportation Improvement Program (TIP), a four-year short-range plan for transportation projects within the study area, and the Unified Planning Work Program (UPWP), which identifies the planning objectives for the fiscal year. These efforts address the **BluePrint for Amarillo Transportation** strategic pillar.

Considering the MPO **Best Practices** efforts, during the 2015-2016 fiscal year, the MPO staff participated in a Metropolitan Planning Program Review conducted by the Federal Highway Administration and Federal Transit Administration. The Federal Review Team found that the Amarillo MPO is in compliance with federal regulations governing the MPO's planning and programming initiatives. Recommendations from the review are being incorporated into the Transportation Planning program. During the 2017-2018 fiscal year, the MPO has engaged in a Program Review with the Texas A&M Transportation Institute (TTI) and a subset of the Technical Advisory Committee (TAC). This endeavor is intended to streamline operations, determine staffing and resource shortages, and to come into line with industry best practices, while doing the work required to prepare for designation as a Transportation Management Area (TMA), anticipated at the time of the next Census. This initiative has already resulting in changes to processes, and has led to a modification to the Metropolitan Area Boundary (MAB), to include Canyon.

The division also is involved in public transportation planning activities with Amarillo City Transit and the maintenance of a Federal Transit Administration (FTA) database for application and management of the annual FTA grant. This work includes transit studies, local transit system promotion, and transit planning associated with the Americans with Disabilities Act (the "ADA"). The division also participated in the formulation of a Transit Master Plan, finalized in 2017. These public transportation activities address the **BluePrint for Amarillo's Transportation** strategic pillar.

The proposed budget relies upon funding provided by a federal grant administered through the Texas Department of Transportation (TxDOT). The funds have been consistent over the past six to eight years; as such, no funding deviation is expected for the City of Amarillo in the 2018-2019 year.

Economic Development: The Economic Development Division leads the City's efforts at local economic development with an emphasis on enhancing and expanding the City's tax base and community's quality

of life. It provides support to the Amarillo Economic Development Corporation and other partners with a focus on job retention and creation, workforce development, business support, and entrepreneurship. The division is also responsible for serving as the liaison between the City and its various partners, as well as developing, implementing and maintaining the City's economic development incentive policies and guidelines.

Programs

Planning and Development Services Administration/Support 2018/19 Budget — \$355,977

This program provides for the management of staff and resources necessary to facilitate meetings and development review processes. This program includes program administration, office supplies and equipment, professional development, and public involvement/Title VI civil rights. Public meetings are an important way to engage the community and transportation stakeholders. Interest and investment by citizens can be measured by public involvement and participation at meetings for proposed projects and document preparation. Citizen requests for traffic count information, public transportation needs, or roadway project detail allows staff to gauge citizen awareness. This citizen awareness aids staff with future project development.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Planning			
Number of pre-application conferences	75	78	85
Metropolitan Planning Organization			
Public meetings	24	50	40
Public meeting stakeholder attendance	60	229	240
Stakeholder comments received	N/A	3	5

Long Range and Short Range Planning 2018/19 Budget — \$351,897

Long and short-range planning seeks to gather and analyze data and information related to growth and development as necessary to formulate and implement current and long-range planning-related policies and/or ordinances. For short-range planning, this program includes maintaining the TIP, UPWP development, analysis of citizen requests, traffic studies, review of plats and right-of-ways, Transit marketing, ADA Transit planning, and Transit studies. Short and long-range planning initiatives are considerations brought about by public and agency input. For long-range planning, the program includes development of the MTP and maintaining the Thoroughfare Plan. Portions of these work efforts fulfill the **Blueprint for Amarillo Economic Development and Redevelopment** pillar.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Planning			
Area within City limit (square miles)	90.3	90.44	91.5

Acres annexed	154.68	91.334	310
Number of comprehensive plan updates	N/A	0	2
Neighborhood Plans initiated ^{and} / _{or} completed (%)	1 (100%)	1 (100%)	1 (100%)
Metropolitan Planning Organization			
Training sessions attended	N/A	27	27
Conference & Association meetings attended	5	5	4
Meetings with partner agencies outside of quarterly meetings	N/A	3	12

**Development Application Processing/Review
2018/19 Budget — \$255,095**

Development Application Processing/Review is the program for administering development-related applications and review processes by appropriate staff.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated		2018/19 Projected	
		In City Limits	In ETJ	In City Limits	In ETJ
Number of cases requiring public notice (zoning, replats, vacations, PIDs)	162	80	22	80	20
Average time (days) to conduct completeness check for applications	3	3	3	3	3
Average time (days) to complete review of preliminary plans	15	12	12	12	12
Number of subdivision plats processed	117	110	47	128	30
Number of Residential Lots	N/A	205	1071	1500	950
Number of Commercial Lots	N/A	22	4	25	2
Average time (days) for subdivision plat comments back to applicant	10	10		10	
Site plan cases reviewed	81	135		135	
Time for site plan review (days)	17	15		15	

**Board/Commission Support
2018/19 Budget — \$55,270**

The Planning and Development Services Department serves as a liaison to various development and economic development-related board/commissions, public meetings, and public committees/groups as necessary to administer the review and approval of development-related applications. These include the Planning and Zoning Commission, Downtown Design Review Board, Tax Increment Reinvestment Zones #1 and #2, Local Government Corporation, Board of Review for Historic Landmarks and Districts, the Street Renaming Committee, and the Neighborhood Plan Oversight Committee.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Number of public meetings	35	47	60
Number of P&Z Commission staff reports (developed & presented)	120	70	90
Average time (days) to create & distribute P&Z Commission packets	7	4	6

**Ordinance Maintenance
2018/19 Budget — \$116,007**

Ordinance Maintenance monitors and revises growth- and development-related policies and ordinances as necessary to implement current needs as recommended by development-related decision-making bodies. A complete rewrite of the City of Amarillo Zoning Code is scheduled for 2018 into 2020.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Number of ordinance drafts/amendments	3	4	6

**Data Development and Maintenance
2018/19 Budget — \$155,581**

Data Development and Maintenance monitors and revises growth- and development-related policies and ordinances as necessary to implement current needs as recommended by development-related decision-making bodies. It also ensures up-to-date mapping, including the city’s official base map and other specialized mapping for transportation, spatial analysis, informational purposes, and annexations. Maintenance also provides support to other departments for special projects, exhibits, and reports.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Number of ordinance amendments	3	4	6
Number of map amendments or layer creation	N/A	60/5	75/6

Economic Development
2018/19 Budget — \$60,737

Economic Development divisions handles all economic development related incentive requests for the City Council, Tax Increment Reinvestment Zones, as well as applications for state and federal programs needing City approval. It also handles economic development research, marketing materials, and general requests for information on city development. Maintains city website, as well as others such as chooseamarillo.com listing and downtowntx.org to keep current Amarillo information listed.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Taxable Values		\$12,787,774,041	\$13,050,000,000
Number of New Single Family Permits	521	565	525
Total Population	198,576	199,826	200,000
Labor Force	100,966	100,666	100,750
Total Taxable Sales	\$3,703,430,008	\$3,759,594,866	\$3,834,786,763
Taxable sales (increase/decrease)	-0.80%	1.52%	2%
Taxable sales per person (total population)	\$18,649.94	\$18,932.78	\$19,311.43
Building Permit Valuations	\$455,504,926	\$465,749,194	\$470,000,000
Business Visits	30	40	60
Total Number of TIRZ #1 Grants/Rebates	2	5	2
Total Number of TIRZ #2 Grants/Rebates	0	1	1

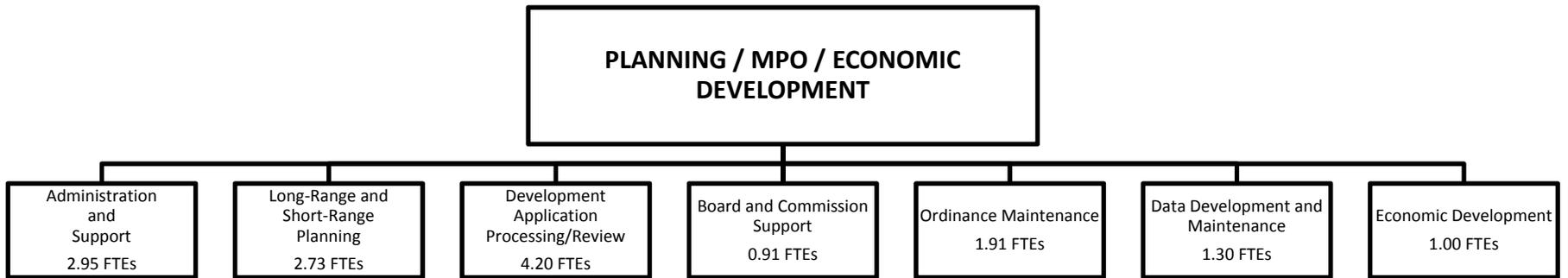
Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	14	15	15
Part-time Positions	2	0	0
Total Positions	16	15	15

2018/19 Expenditures by Funding Source

General Fund	\$ 911,052
Special Revenue Funds	\$ 439,512

**Total Planning and Development Services and Urban
Transportation Planning 2018/19 Budget — \$1,350,564**



City of Amarillo

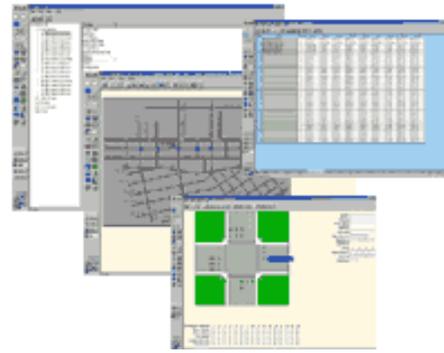
Department Staffing Report

Department: Planning and Development Services

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM215	ASSISTANT DIRECTOR OF PLANNING	
1.00	ADM520	DIRECTOR OF PLANNING AND DEVELOPMENT SERVICES	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
3.00	PRF900	SENIOR PLANNER	
0.50	PRF901	PLANNER II	
2.00	PRF902	PLANNER I	
1.00	TEC170	GIS TECHNICIAN	
1.00	TEC520	PLANNING TECHNICIAN	
10.50		Total Permanent Positions	
10.50		Total Department	830,799

Department: Urban Transportation Planning

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM905	MPO ADMINISTRATOR	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
1.00	PRF500	MANAGEMENT ANALYST	
1.00	PRF900	SENIOR PLANNER	
0.50	PRF901	PLANNER II	
4.50		Total Permanent Positions	
4.50		Total Department	314,339



(1731 & 24250)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personal Services	\$ 447,907	\$ 531,457	\$ 595,405
Supplies	144,121	11,300	11,300
Contractual Services	562,492	673,839	673,839
Other Charges	352,075	252,198	272,540
Capital Outlay	-	65,000	-
Operating Transfers	129,882	301,000	301,000
Total Expenses	\$ 1,636,477	\$ 1,834,794	\$ 1,854,084

Mission

To provide for the safe and efficient movement of pedestrians, cyclists and vehicular traffic within the City and to ensure safe passage on our streets and highways to motorists and pedestrians alike. The goal of the red light camera program is to change driving behavior using technology rather than manpower. This involves a continuous effort to improve the overall efficiency of the street network while reducing the number and severity of collisions.

Strategic Approach

The Traffic Engineering Department is responsible for the planning, design, and operations of all traffic control devices. This includes the placement of traffic signs (Stop, Yield, Speed Limit, Parking Restriction, Street Name, Etc.) Traffic Signals and Pavement Markings (Stop Bars, Crosswalks, Island Tips, Arrows, Etc.) all of these **implement the use of best practices** to improve technology to improve efficiency. The Department is responsible for the following: Authorizing Street Light installations (except for Highways), Supervising the Adult School Crossing Guard Program for Elementary Schools, investigating sight restriction complaints, issuing Block Party and Parade Permits, conducting a Traffic Count Program, reviewing and approving plans that concern Traffic Areas. These Activities are accomplished using nationally recognized standards and methods found in the Texas Manual on Uniform Traffic Control Devices and International Transportation of Engineers best practices, while still following best practices to improve traffic patterns throughout the city and in the downtown development; it also plans for **fiscal responsibility** for replacements as equipment meets their end of life.

The department has several performance measures that enable the department management to monitor daily, weekly and yearly work trends, quality of service, and make adjustments as needed for **customer service**. The department implements cost effective improvements including additional traffic signs, improved pavement markings traffic signal retiming and/or re-phasing and revised signal displays for better visibility and collision reduction. By **implementing these best practices** the Traffic Engineering

Department has set itself up to monitor the appropriate programs to align itself with the City's future **Blueprint for Amarillo**.

Traffic Engineering is working with Texas Department of Transportation (TXDOT) to improve the traffic flow on Amarillo Blvd. between Polk and Lincoln. The project will include upgrades to existing signals, software, and pedestrian crossings along the corridor as well as median islands. The Traffic improvements on Amarillo Blvd. are to fix declining infrastructure, update technology to improve efficiency and **implementation of best practices** in Traffic Engineering. Some Technology improvements will be updating the design of pedestrian crossings to meet new ADA standards, Synchro software for improved timing coordination on Arterial Streets. Traffic Engineering is updating the ordinance policies for parades, block parties and festivals.

Amarillo Police Department lacks sufficient resources to adequately enforce traffic signal laws without photo red light enforcement. The most obvious problem is that police officers cannot be everywhere at once. It is simply impossible for officers to continuously monitor an intersection with the uninterrupted focus of a photo red light camera. Another important consideration is the potential danger associated with police officers following red light runners through heavily congested intersections. The pursuit of red light runners can pose a serious risk for motorists, pedestrians, and police officers.

Finally assuming it was feasible to safely enforce an intersection, according to Police Department cost analysis research, it would take at least three full-time officers at a cost of at least \$125,000 per officer the first year and an average of \$100,000 per officer in future years, to enforce an intersection for one shift. Obviously the cost would exceed the City's opportunity to responsibly enforce one intersection using traditional methods. Photo red light enforcement is safer, more efficient and cost-effective than traditional methods of intersection enforcement.

The existing contract renewed in August of 2017 and in April of 2018 an amendment was made to add 7 new intersections and remove 4 existing for a total of 12 camera locations. This will cause rear-end accidents to increase slightly and angle collisions to decrease, at the new camera locations.

Programs

Traffic Engineering Administration/Support 2018/19 Budget — \$1,011,932

Management of a multi-faceted Traffic Administration duties by Traffic Engineer and, supported by office staff and the Photographic Traffic Enforcement Administration duties of an Administrative hearing officer. Administrative staff works with American Traffic Solutions and Amarillo Police Department to collect fees for red light camera violations, hearings are held every other Wednesday. The Photographic Traffic Signal Enforcement program has an overall collection rate of 60%. This program is designed to make sure the department follows best practices using nationally recognized standards and methods found in the Texas Manual on Uniform Traffic Control Devices and International Transportation of Engineers best practices for Traffic Engineering, and continues to design for the flow of traffic in the downtown development.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
*Service requests completed	320	360	340
Number of Traffic Construction Plans reviewed	77	85	80

Citizen requests completed in 15 days	80%	84%	90%
Red Light Camera Violations	26,969	27,847	34,000

*Response time: Signals – 30 min; Signs – 1 Hour; Street Lights – 24 hours

Traffic Engineering 2018/19 Budget — \$148,749

Provides for the time and resources dedicated towards the review and resolution of traffic related concerns in an effort for **commitment to safety**, consistent, and effective transportation system that **implements best practices**. Traffic Engineering is responsible for implementing City policies/standards for development projects for residential and commercial construction projects that occurs within the City of Amarillo. This program continues to improve traffic patterns throughout the city and in the downtown development; it also plans for future infrastructure replacements as they meet their end of life.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Work orders issued for Street Lights Installed by Xcel	76	38	35
Traffic Links Counted on 2 year rotation (500 total links)	250	250	250
Traffic Signal Studies	10 (*1)	49 (*1)	8 (*1)
Speed Studies	16 (*9)	30 (*18)	20 (*15)
Traffic Control requests	70 (*38)	88 (*65)	80 (*60)
Parking Studies	20 (*8)	35 (*12)	28 (*14)

*Number of Studies Implemented

School Crossing Program 2018/19 Budget — \$334,918

This program has 36 Hourly School Crossing Guards with 3 Substitutes and 1 Supervisor. This program is designed with a **commitment to safety** and **civic pride** to work with Amarillo Independent School District (AISD) and Canyon Independent School District (CISD) to aide with the crossing of school children across busy arterial and collector streets.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Accidents where School Crossing Guards are present	0	0	0

Permits

2018/19 Budget — \$28,743

Parade and Block Party permits are issued to citizens to insure that all emergency services are aware of street closures and to insure that parties are following City guidelines. Driveway Permits are given out to property owners and contractors who wish to remove curb and gutter and install a new driveway, or replace an existing driveway. This program is designed to be **fiscally responsible** and **implement best practices**.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Block Party Permits Issued	78	25	30
Parade Permits Issued	94	32	35
Permit Revenue(Parade, Run, Block Party, Driveway)	\$7,910	\$1,710	\$3,250

Sight Restrictions

2018/19 Budget — \$28,742

Sight Restrictions are obstructions in the line of sight for traffic at an intersection with a stop sign or yield sign. This program is designed instill **civic pride** and **implement best practices**.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Sight Restriction Requests	187	160	145
Sight Restrictions Investigated	100%	100%	100%
Sight Restrictions Cleared	92%	93%	95%

Safety Improvements

2018/19 Budget — \$301,000

This program is set-up to fund safety improvement programs within the City that follow National Guidelines of what Photographic Traffic Enforcement revenue can be spent on. Traffic Engineering studies to allocate which new signalized intersection, and which signalized intersections will be rebuilt with projected funds for the fiscal year. This Program has funded the building of 12 new Signalized Intersections, installed new equipment at 26 signalized intersections, installation of 2 emergency Firestation Flashers, 1 new School Zone, 2 Flood Gate Systems, 28 Fire Preempted Signals, 165 Cell Phone Signs, 2 temporary Signal Pop –Up Trailers, and 2 work zone safety trailers.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Safety Audits conducted at the top crash accident locations	N/A	60	20
Reduction in Crashes at Safety Audit Locations	N/A	25%	30%
Traffic Control Modifications for safety improvements	13	8	12

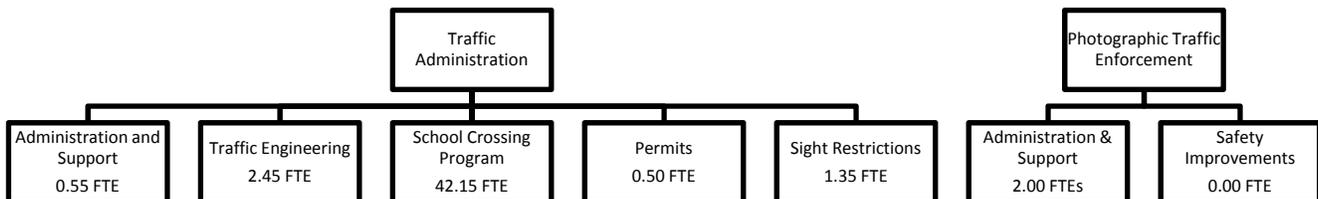
Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	4	5	6
Part-time Positions	41	43	43
Total Positions	45	48	49

2018/19 Expenditures by Funding Source

General Fund	\$ 682,787
Special Revenue Funds	\$ 1,171,297

Total Traffic Administration 2018/19 Budget — \$1,854,084



City of Amarillo

Department Staffing Report

Department: Traffic Administration

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM540	TRAFFIC ENGINEER	
1.00	CLR415	ADMINISTRATIVE ASSISTANT IV	
1.00	TEC222	TRAFFIC DESIGN TECHNICIAN	
1.00	TEC542	TRAFFIC TECHNICIAN II	
1.00	TEC550	TRAFFIC OPERATIONS TECHNICIAN	
5.00		Total Permanent Positions	
Part-Time Positions			
36.00	HRL540	SCHOOL CROSSING GUARD	
3.00	HRL541	SCHOOL CROSSING GUARD SUBSTITUTE	
2.00	HRL542	TRAFFIC COUNTER	
1.00	HRL545	SCHOOL CROSSING GUARD SUPERVISOR	
42.00		Total Part-Time Positions	
47.00		Total Department	489,985

Department: Photographic Traffic Enforcement

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	MGT560	PROGRAM COORDINATOR	
Part-Time Positions			
1.00	HRL045	ADMINISTRATIVE HEARING OFFICER	
2.00		Total Department	105,420



(1740)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 1,987,519	\$ 2,085,658	\$ 1,989,823
Supplies	49,108	49,284	52,552
Contractual Services	619,847	767,214	767,214
Other Charges	112,127	48,375	45,292
Total Expenses	\$ 2,768,601	\$ 2,950,531	\$ 2,854,881

Mission Statement

Building Safety promotes livability and ensures public health, safety and welfare in the built environment. Building Safety also provides services to promote neighborhood preservation, focusing on a healthy and vibrant environment thru interaction and education of our community.

Strategic Approach

The Department of Building Safety fulfills its mission through a compliance approach of service delivery. This approach aligns with City Council's pillars of **Public Safety, Economic Development/Redevelopment, and Customer Service**. The Department continues to maintain an excellent Building Codes Effectiveness Grading System (BCEGS) of 2 for commercial and 3 for Residential (1 being best, 10 worst). These ratings place Amarillo's Building Safety Department in the top 96% for commercial and 92% for residential compared to 400 other municipalities in Texas. Our rating is based on a variety of factors including percentage of International Code Council certified staff, model code cycle, code amendments, quality of plan review and inspection service. Building Safety staff consists of 31 full time positions, 2 part time positions and 1 CDBG funded position. All are dedicated to improving the safety and welfare of citizens and visitors to Amarillo on a daily basis.

The department provides a high level of professional service to a wide range of programs and activities focused on health, safety and quality of life in Amarillo. Mandated activities include compliance and enforcement actions in accordance with applicable local, state and federal requirements relating to the built environment. The department strives to streamline citizen services through the Development Services portal, "One Stop Shop". This is achieved through application intake for numerous City programs, plan review, permitting, inspection, and licensing services. Building Safety staff takes pride in working on the front side of the model by regularly engaging in customer consultation before and during development and compliance activities.

Community Improvement program activities are consistent with Council's **Economic Development/Redevelopment** initiative to enhance the community's economic competitiveness, which includes abatement of uncultivated vegetation, accumulations of junk and debris, graffiti, junk vehicles,

identification and removal of hazardous conditions, and legal due process requirements for dangerous structures. Building Safety is charged with inspecting the City’s housing stock through investigation of substandard housing complaints, vacant building enforcement as well as working closely with the Community Development Department to assist **Development/Redevelopment**. The new dangerous structure Condemnation process is an excellent example of best practices. In the short time this new process has been in existence an average of 4 dangerous structures per month have been abated.

The department is also responsible for other programs which improve the quality of life in Amarillo. These include the City’s portal for Development Services, contractor registration, transient business licenses, credit access business licenses, scrap tire businesses, topless establishment licenses, manufactured home/RV parks and complaint investigations. The department convenes the following boards and commissions: Construction Advisory and Appeals Commission, Condemnation Appeals Commission, and the Zoning Board of Adjustments.

Programs

Development Services, Building Safety, and Code Enforcement Support 2018/19 Budget — \$635,211

Measurable improvement in services provided to the community include: shorter construction plan review turn-around and permitting times; focus on quality inspections; and community engagement and preservation. The Building Safety department has a continued focus on widespread cross training/staff development, SOPs and workflow diagrams. Currently Building Safety has completed approximately 150 SOPs. Building Safety is also concerned with improving citizen access to information regarding services. This information is provided through the use of a website, informational bulletins and outreach activities.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Development services intake	481	800	1200
SOP’s & workflow diagrams	285	300	300
Percentage of code certified plan reviewers and inspectors	92%	95%	96%

Plan Review and Permit Issuance: Permit Intake, Plan Review and Process Management 2018/19 Budget — \$900,715

Permit Intake, Plan Review and Process Management strives to reduce and maintain turn-around time through additional training and staff development. Some additional *Customer Service* initiatives include staff working with high volume builders’ usage of **“Master Plans”** that, once reviewed and approved, will be archived for re-use. When the builder re-uses an approved master plan, a review is only required for the site conditions. Several other examples of *Customer Service* initiatives include: simplified mobile home application, this new form reduced the permit process by approximately half an hour and **“Express Plans”** a fill in the blank plan suitable for simple Home Owner projects such as decks, patio covers, carports, this process eliminates need for multiple visits. The Building Safety department continues to create spreadsheets, white papers, checklists, and user-friendly forms/applications are being tailored to expedite the permit process

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Permit Intake/ Plan Review	1,362	2,000	1,800
Trade permit issuance (mep)	11,979	13,500	15,000
Total value of construction permitted	\$453,958,838	\$550,000,000	\$500,000,000
Average calendar days to permit new residential	6	2	2
Average calendar days to permit all commercial	14	9	9

Several **Customer Service initiatives were implemented this past fiscal year. “Master Plan” concept, this process allows the builder to submit a catalog of master plans. Those plans only need one structural/life safety review. Thereafter the contractor can a submit site plan indicating which master plan to be built, thus requiring a review of the site only. The process is expedites review and turnaround time considerably. “Express Plans” just recently developed and made available for simple Home Owner projects. We anticipate this will save our customers from multiple visits and reduce time line for permits.*

*Another **Customer Service** imitative is the continued transition to digital format on all construction documents and files at the beginning of the application process, thus eliminating time and resources previously devoted to managing paper files/documents.*

Inspection Services: Building/Site Inspection

2018/19 Budget — \$699,446

Building Safety Inspection Services strives to reduce the number of site visits on projects through cross-training and by expanding the current number of Community Safety Inspectors (CSI) through training opportunities and incentives. CSIs are capable of performing multiple inspections per visit. Building Safety currently has 1 CSI inspector with a goal to encourage more staff to transition to CSI status. These initiatives are in line with Council priority of *fiscal responsibility, customer service and economic development/redevelopment,*

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Building site visits	112,263	100,000	100,000
CSI inspections	2,326	3,200	2,500
Total inspections	124,453	103,200	102,500
Average site visit per inspector per day	39	16	30

Community Improvement: Code Violation Inspections

2018/19 Budget — \$619,509

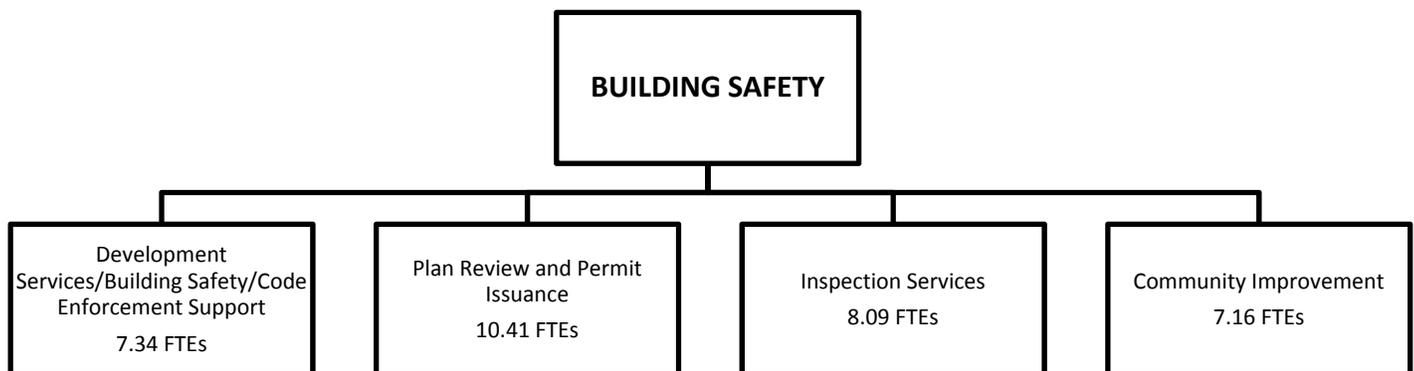
Community Improvement activities facilitate the overall Quality of Life in Amarillo, more specifically **Public Safety, Economic Development/Redevelopment and Civic Pride** through compliance with local and national standards. The various activities encompassed within this program area include: Overgrown vegetation, junk and debris, junk vehicles, substandard structures and zoning violations.

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Community improvement inspections	43,226	48,000	48,000
Code violation inspections	41,570	64,000	64,000
Dangerous structures identified	40	50	60
Community Development funded inspections	10,369	10,000	10,500
Weed/junk and debris complaints	14,359	22,000	22,000
Unoccupied, unsafe buildings complaints	93	65	65
Tenant occupied unsafe building complaints	196	110	200
Junk vehicle complaints	286	375	475

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	32	31	31
Part-time Positions	2	2	2
Total Positions	34	33	33

Total Building Safety 2018/19 Budget — \$2,854,881



City of Amarillo
Department Staffing Report

Department: Building Safety

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM035	ASSISTANT BUILDING OFFICIAL	
1.00	ADM073	DEPUTY BUILDING OFFICIAL	
1.00	ADM510	BUILDING OFFICIAL	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
1.00	MGT520	BUILDING SAFETY MANAGER	
4.00	TEC400	PERMIT TECHNICIAN	
6.00	TRD500	COMMUNITY SAFETY INSPECTOR	
1.00	TRD505	COMMUNITY IMPROVEMENT CHIEF	
2.00	TRD510	PLUMBING INSPECTOR	
2.00	TRD511	BUILDING INSPECTOR I	
1.00	TRD513	CHIEF PLANS EXAMINER	
1.00	TRD514	ELECTRICAL INSPECTOR I	
1.00	TRD515	CHIEF ELECTRICAL INSPECTOR	
1.00	TRD516	CHIEF PLUMBING INSPECTOR	
4.00	TRD520	COMMUNITY IMPROVEMENT INSPECTOR	
2.00	TRD525	PLANS EXAMINER	
1.00	TRD545	CHIEF BUILDING INSPECTOR	
31.00		Total Permanent Positions	
Part-Time Positions			
1.00	HRL904	ADMINISTRATIVE ASSISTANT	
1.00	HRL920	COLLEGE INTERN	
2.00		Total Part-Time Positions	
33.00		Total Department	1,989,823





(1750)

Budget Comparison

	2016/17 Budgeted	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 909,561	\$ 1,016,353	\$ 1,166,595
Supplies	46,842	18,200	46,650
Contractual Services	127,734	120,023	169,673
Other Charges	15,380	10,410	18,787
Inter Reimbursements	-	-	(120,650)
Total Expenses	\$ 1,099,517	\$ 1,164,986	\$ 1,281,055

Mission

The department of Environmental Health consists of highly trained health and safety professionals who identify and promote the conditions under which all people can live within healthy communities and work to achieve optimum health serving the Bi-City-County Health District. Our goal is to protect and improve the health and well-being for all people who live, work, or visit Amarillo, Canyon, and the counties of Potter and Randall.

Strategic Approach

The strategic approach for Environmental Health is acutely focused on the **BluePrint for Amarillo** to include City Council's Top Five priorities. Environmental Health strives to fulfill the goals of **BluePrint for Amarillo** by focusing specifically on the **Best Practices, Customer Service and Fiscal Responsibility pillars**.

In fiscal year 2018/2019 we continue to focus on ensuring an appropriately-sized and competent workforce. Currently, Environmental Health lacks adequate staff to deliver two inspections per food establishment per year, as required by municipal code and state law. We currently average less than two inspections per establishment, per year. Our long-term goal is to conduct four inspections (per year per facility) of facilities with highly-vulnerable populations (HVP) and two inspections (per year per facility) of all other food establishments to come in line with **Best Practices**. We will also be working with the existing and new members of the Public Health District to capture a higher percentage of cost recovery for services performed outside City limits as part of the department's commitment to **Fiscal Responsibility**. Currently, 40% of departmental resources are expended outside the City limits, while only 20% of the revenue comes from outside the City. The department will be implementing two new software initiatives to provide better and timelier **Customer Service** by increasing our efficiency and effectiveness. Finally, the department will be implementing the City's first wastewater pre-treatment (grease trap) program which will include permitting with fees and periodic inspections.

Programs

Administration and Support – Director, Program Supervisors, and Administrative Support 2018/19 Budget — \$158,078

Managing and leading field inspection staff to ensure appropriate and timely service delivery by assisting with data entry, customer interaction, technical guidance, and other administrative duties. Engaging the community and our partners to share resources and provide education and training on important public health and safety information. This includes our Certified Food Manager, Certified Pool Technician courses, and other community-based engagement and outreach presentations.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
All permit and license applications will be entered into database within the same day of receipt	50%	78%	95%
Once permits and licenses have been processed, they will be sent to permit/license holder within 5 business days	80%	87%	95%
Provide at least one Food Handler course every month	100%	100%	100%
Publish a quarterly Environmental Health newsletter for dissemination	50%	75%	100%
Attend at least 4 Amarillo Public Lodging Association regular meetings to conduct education and/or updates	25%	50%	100%
Attend at least 4 Panhandle Restaurant Association regular meetings to conduct education and/or updates	100%	100%	100%

Development Services Partner 2018/19 Budget — \$39,490

Participating in the “One-Stop-Shop” development concept. We work with Planning, Building Safety, and other departments to provide a rapid turnaround for project reviews, permitting, and inspections in an integrated system focused on superior customer service.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Process plat approval for Planning department within one business day	95%	100%	100%
Complete pre-opening inspections for food establishments within 3 business days from the issuance of the Certificate of Occupancy (CO)	90%	95%	100%

Food Safety
2018/19 Budget — \$399,755

Conducting services related to the permitting and inspection of food establishments within the Bi-City-County Health District. Services include plan reviews, construction and compliance inspections, permitting, routine inspections, and investigations of food and waterborne illness and complaints.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Complete food establishment plan reviews within 10 calendar days	85%	93%	95%
Investigate food and waterborne illnesses within 1 business day	80%	89%	95%
Inspect all Food Establishments at least two times per year (required by State law)	65%	63%	100%

Alcoholic Beverage License
2018/19 Budget — \$19,804

Licensing the sale of beer, wine, and liquor within City limits.

Performance Measures

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Issue license within 5 business days of receipt of complete application	30%	62%	100%

Vector Control
2018/19 Budget — \$118,589

Providing treatment of mosquitoes and other disease-causing vectors within City limits.

Performance Measures

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Respond to complaints and treat valid complaints within 1 business day	85%	92%	95%
Establish an active mosquito trapping and surveillance system with 6 sites	2 sites	4 sites	6 sites
Conduct surveillance and spray standing water at least two times per week during mosquito season (May-October)	90%	100%	100%

On-site Sewage Facilities (OSSF)

2018/19 Budget — \$217,340

Conducting services related to the permitting and inspection of on-site sewage facilities within the Bi-City-County Health District. Services include plan reviews, construction and compliance inspections, permitting, and investigations of sanitary nuisance complaints.

Performance Measures

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Complete plan review and issue permit within 3 business days of receipt of completed application	67%	85%	95%
Complete all inspection requests within 1 business day of request	85%	100%	100%

Public Swimming Pools

2018/19 Budget — \$41,506

Conducting services related to the permitting and inspection of public swimming pools within the Bi-City-County Health District. Services include plan reviews, construction and compliance inspections, permitting, routine inspections, and investigations of waterborne illness and complaints.

Performance Measures

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Complete public swimming pool plan reviews within 10 calendar days of request	97%	100%	100%
Inspect all annual public pools at least 2 times per year	50%	94%	100%
Offer at least four Certified Pool Technician courses per year	100%	100%	100%

Foster Home Inspection

2018/18 Budget — \$36,798

Providing permitting and inspection of foster homes in the Bi-City-County Health District.

Performance Measures

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Conduct inspections within 3 business days from request	89%	97%	100%

Public Health Nuisances
2018/19 Budget — \$154,530

Investigating and mitigating threats to health and environment.

Performance Measures

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Investigate sanitary nuisances within one business day	92%	91%	100%

Grease Trap Program
2018/2019 Budget - \$95,165

Conducting services related to the permitting and inspection of grease traps within the City limits. Services include plan reviews, construction and compliance inspections, permitting, routine inspections, and investigations of sanitary nuisances.

Performance Measures

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Inspect all permitted grease traps annually	N/A	N/A	100%
Offer at least two courses on proper grease traps maintenance annually	N/A	N/A	100%

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	15	15	18
Part-time Positions	1	0	0
Total Positions	16	15	18

Total Environmental Health 2018/19 Budget — \$1,281,055



City of Amarillo

Department Staffing Report

Department: Environmental Health

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM099	ENVIRONMENTAL HEALTH DEPUTY DIRECTOR	
1.00	ADM550	DIRECTOR OF ENVIRONMENTAL HEALTH	
3.00	CLR410	ADMINISTRATIVE ASSISTANT III	
1.00	CLR941	ADMINISTRATIVE TECHNICIAN	
1.00	PRF540	ENVIRONMENTAL HEALTH SUPERVISOR	
3.00	PRF550	ENVIRONMENTAL HEALTH SPECIALIST I	
2.00	PRF551	ENVIRONMENTAL HEALTH SPECIALIST II	
4.00	PRF552	ENVIRONMENTAL HEALTH SPECIALIST III	
2.00	TEC555	ENVIRONMENTAL TECHNICIAN	
18.00		Total Permanent Positions	
18.00		Total Department	1,166,595



CITY OF AMARILLO
SUMMARY OF EXPENDITURES BY ACTIVITY CLASSIFICATION

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
Health and Human Services			
1335 Vital Statistics	57,026	59,203	60,812
1000 General Fund	57,026	59,203	60,812
2010 CDBG Fund			
Health and Human Services			
20110 Program Management	330,945	297,796	292,287
20115 Code Enforcement	43,224	150,000	239,500
20116 Code Inspector	69,375	72,481	72,821
20125 Rehab Support	167,782	150,437	97,632
20130 Housing Rehab	285,970	350,168	375,000
20135 Park Improvements	192,298	0	0
20140 Public Services	208,729	212,097	238,802
20155 Neighborhood Facilities	15,708	196,000	160,500
2010 CDBG Fund	1,314,031	1,428,980	1,476,542
2020 Housing			
Health and Human Services			
20210 Housing Assistance	927,642	814,960	895,947
20230 Housing Vouchers	8,948,306	7,529,385	9,188,230
20240 SRO Rehab	682	0	0
20250 5 YEAR MAINSTREAM VOUCHE	340,459	321,299	321,299
2020 Housing	10,217,088	8,665,644	10,405,476
2030 Home Investment Partnersh			
Health and Human Services			
20310 Home Administration	57,758	50,117	71,594
20320 Home Projects	887,127	451,051	653,017
2030 Home Investment Partnersh	944,885	501,168	724,611
2040 Shelter Plus Care Fund			
Health and Human Services			
20400 SHELTER PLUS CARE	413,534	305,000	305,000
2040 Shelter Plus Care Fund	413,534	305,000	305,000
2050 Supportive Housing Fund			
Health and Human Services			
20500 SUPPORTIVE HOUSING	5,910	0	0
2050 Supportive Housing Fund	5,910	0	0
2060 Affordable Housing Fund			
Health and Human Services			
20600 AFFORDABLE HOUSING	1,152	0	0
2060 Affordable Housing Fund	1,152	0	0
2070 TX Emergency Solutions Gr			
Health and Human Services			
20700 TX Emergency Solutions G	143,282	143,324	145,449
2070 TX Emergency Solutions Gr	143,282	143,324	145,449

**CITY OF AMARILLO
SUMMARY OF EXPENDITURES BY ACTIVITY CLASSIFICATION**

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
2075 HMIS			
Health and Human Services			
20755 HMIS	45,179	0	0
2075 HMIS	45,179	0	0
2300 Summer Programs			
Health and Human Services			
23100 Summer Food Service Prog	294,620	515,354	515,354
2300 Summer Programs	294,620	515,354	515,354
2500 Public Health Fund			
Health and Human Services			
25011 AHD Public Health	955,571	1,176,972	1,294,236
25012 Refugee Health	421,377	540,929	399,102
25013 TDH Immunizations	329,657	356,719	370,066
25014 HIV Prevention	244,513	244,631	257,293
25015 Core Public Health	186,800	186,649	191,489
25016 Hansen's	0	0	21,464
25017 Healthy Texas Babies	0	0	71,567
25020 Bioterrorism Grant	255,315	312,145	309,050
25024 DSRIP IMMUNIZATIONS	384,167	491,728	375,262
25025 DSRIP ARAD	150,000	150,000	150,000
25026 Childhood Obesity Projec	100,000	0	0
25028 CPS/EBOLA	15,859	0	0
25030 Epidemiology	91,036	85,684	86,939
25035 Local Tuberculosis - Fed	75,637	74,139	75,342
25045 Local Tuberculosis - Sta	160,028	193,381	159,164
2500 Public Health Fund	3,369,959	3,812,977	3,760,972
2530 WIC Grant Fund			
Health and Human Services			
25311 WIC Administration	259,186	711,529	607,209
25312 WIC Nutrition Education	410,927	992,406	712,969
25313 WIC Breastfeeding	52,270	118,519	86,322
25314 WIC Client Services	530,035	1,146,072	804,729
25315 WIC Automation JAD	9,161	0	0
25316 WIC Farmers Market	83,251	4,712	0
25317 WIC Lactation Consultant	20,969	8,615	8,936
25318 WIC Peer Counselor	36,342	132,805	108,686
25319 WIC Vendor Operations	22	0	0
25320 WIC Mentor	0	100,000	50,000
25321 WIC Obesity	29,785	41,006	32,958
25322 WIC R D Grant	12,877	0	71,868
25323 WIC Summer Feeding	9,699	12,459	0
2530 WIC Grant Fund	1,454,522	3,268,123	2,483,676
Health and Human Services Total Expenditures	18,261,188	18,699,773	19,877,892



(1335)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 45,938	\$ 45,336	\$ 46,962
Supplies	8,436	10,107	10,107
Contractual Services	791	1,500	1,500
Other Charges	1,861	2,260	2,243
Total Expenses	\$ 57,026	\$ 59,203	\$ 60,812

Mission

To serve the public by recording, preserving, and retrieving official and vital public records in a courteous and professional manner while consistently conforming to state and federal law governing these practices.

Strategic Approach

To maintain and preserve vital records in compliance with state and federal laws, and to act in the best interest of the City of Amarillo by providing efficient, innovative, and quality services in a fair and impartial manner to all.

The City of Amarillo Vital Statistics division strives to perform at a high level and recognizes the need to continuously work to earn the respect of the community. The division also realizes the importance of always welcoming newcomers as well as lifelong residents with information, resources, and a smile.

The division continues to look for innovative solutions to fulfill the **Council Pillars** initiative outlined in the **BluePrint for Amarillo**. The City of Amarillo Vital Statistics division continues to work diligently in remaining compliant with state and federal law when distributing vital records. The Vital Statistics division has continued to follow counsel from State representatives, in attending the annual conferences for Vital Statistics to maintain awareness of all forthcoming changes. The division's goal for the upcoming year is to obtain an additional Master Registrar certification to achieve a high level of knowledge to not only continue to meet requirements set forth by the State, but also to perform at an exemplary level for our customers as well as for the City of Amarillo.

Within the past year, the City of Amarillo Vital Statistics division has worked towards overall improvement of the maintenance, issuance and preservation of all records. This in turn, will provide the exemplary customer service that each citizen deserves. The City of Amarillo has invested in upgraded technology to maintain records, as well as move to a more electronic environment. The Vital Statistics division was granted the opportunity to implement a new Tyler Technologies records software product

called Eagle. Within the first year on the new system, we have seen many improvements and look forward to the efficiency and effectiveness it will provide to our staff and the citizens of Amarillo.

Programs

Birth Records

2018/19 Budget — \$29,190

Assist the community in providing certified copies of birth records within the State of Texas and providing documents needed to obtain out-of-state birth records. There are many different methods by which the Vital Statistics division receives and distributes these records. Functions consist of certifying homebirth records, issuing amendments on birth records, completing acknowledgement of paternity requests, and helping the county and State agencies with requests—all in compliance with state and federal regulations.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Births Recorded	11,177	11,350	11,500
Attendance of annual conference	2	2	2
Master Registrar Certification	1	0	1

Death Records

2018/19 Budget — \$17,027

Assist the community as well as funeral homes by providing certified copies of death records in compliance with state and federal regulations. Also issue fetal death certificates, amendments on death records, and burial transit permits in compliance with state and federal regulations.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Deaths Recorded	1,499	1,600	1,700
Attendance of annual conference	2	2	2
Master Registrar Certification	1	0	1

Qualified Applicant Determination

2018/19 Budget — \$14,595

Verify birth and death records are only distributed to qualified applicants. Under Texas Law, birth records are confidential for seventy-five (75) years and death records are confidential for twenty-five (25) years and can be obtained only by qualified applicants. A qualified applicant is defined as the registrant, or immediate family member either by blood or marriage, his or her guardian, or his or her legal representative. Local, state, and federal law enforcement or governmental agencies and other persons may be designated as properly qualified applicants by demonstrating a direct and tangible interest in the record when information in the record is necessary to implement a statutory provision or to protect a personal legal property right. A properly qualified applicant also may be any person who has submitted an application for a request to release personal information and has been approved as outlined in the Health and Safety Code, Section 181.11, relating to requests for Personal Data.

Performance Measures/Indicators:

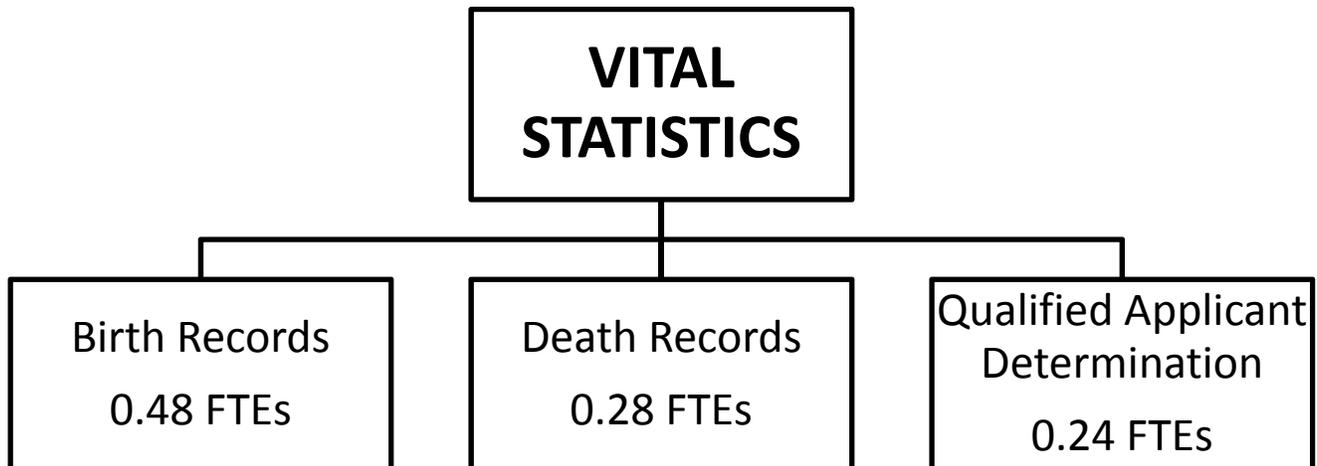
	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Lobby Orders	*	*	12,500
Online Orders	*	*	1,000
Certificates Issued	12,676	13,000	13,500

*Data not available

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	1	1	1
Part-time Positions	0	0	0
Total Positions	1	1	1

Total Vital Statistics 2018/19 Budget — \$60,812



City of Amarillo
Department Staffing Report

Department: Vital Statistics

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	CLR075	DEPUTY REGISTRAR	
1.00		Total Department	46,962



(2010,2020,2030,2040,2075,2300)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personal Services	\$ 1,000,255	\$ 1,025,272	\$ 1,020,418
Supplies	308,265	495,585	485,125
Contractual Services	11,601,687	9,722,434	11,693,139
Other Charges	462,712	369,329	373,750
Inter Reimbursements	-	(53,150)	-
Operating Transfers	6,762	-	-
Total Expenses	\$ 13,379,681	\$ 11,559,470	\$ 13,572,432

Mission

The mission of the Community Development Department is to create strong, sustainable, inclusive communities and quality affordable housing for all.

Strategic Approach

The Consolidated Plan serves as a planning document meeting the federal government statutory requirements in guiding the use of Community Development Block Grant and HOME funds based on applications to the U.S. Department of HUD. The plan includes a Housing Market Analysis, Housing and Homeless Needs Assessment, 5-year Strategic Plan and 1-year Action Plan. The plan also serves as the baseline for measuring program effectiveness, as reported in the Consolidated Annual performance and Evaluation Report. The plan was developed using an on-line survey on the city web site, conducting public forums utilizing focus groups of citizens, nonprofit agencies, business community, colleges and universities, elected and appointed officials, Amarillo Continuum of Care and the Community Development Advisory Committee.

HUD requirements align perfectly with the **Council Pillars** adopted by the City Council in terms of focus, allocation of resources and initiatives. The Community Development Department plans, monitors and administers entitlement grant program by using best practices to comply with Federal Regulations and City of Amarillo policies. Proposed projects for 2018/19 will provide funding that will address Transportation, Fiscal Responsibility and Civic Pride.

Programs

Community Development Block Grant (CDBG)

2018/19 Budget - \$1,991,896

This budget provides the administrative resources necessary to administer all aspects of the CDBG program in accordance with federal and state regulations. CDBG Program allocations will address Transportation with the Bus Tickets for the homeless program. Civic Pride is addressed through our Demolition & Clearance and Community Improvement Inspector projects. Current year performance indicators of 21,398 clients served exceed 100% of projected outcomes for CDBG projects as reported in the Consolidated Annual Performance and Evaluation Report (CAPER) required under HUD's Consolidated Planning Regulations.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Program Administration (Represents 20% of maximum CDBG Entitlement)	\$291,930	\$282,796	\$318,402
Persons assisted	22,506	21,398	15,545
Parks & Recreation	6,345	6,345	0
Code Enforcement	10,407	9,953	10,000
Demolition & Clearance	12	30	45
Public Services	4,162	4,150	5,000
Neighborhood Improvements	1,580	920	500

HOME

2018/19 Budget - \$724,611

This budget provides resources for single family and multifamily new construction and rehabilitation projects for low to moderate income persons. In addition a Community Housing Development Organization (CHDO) Habitat is funded for construction of new housing for low income homeowners. These projects are fundamental to meeting council priorities of serving disadvantaged areas and improving community appearance.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Program Administration (Represents 10% of maximum HOME Entitlement)	\$51,273	\$50,117	\$72,557
Persons Assisted	30	16	30
Reconstruction	3	0	0
Homeowner Rehab	1	1	2
Rental Rehab	26	15	28

Public Housing
2018/19 Budget – \$10,855,925

This program provides direct rental assistance through the Housing Choice Voucher Program. Approximately 1,300 households will receive rental assistance in the coming year. The Housing Wait list has been closed for applications since September 2016. Although the housing program is based on household eligibility our disadvantaged neighborhoods are the beneficiary of the majority of HUD funding. HUD requires that housing units meet the Housing Quality Standards threshold which improves community appearance by requiring landlords to maintain units in an acceptable manner. The lack of Affordable Housing is an impediment to maximizing voucher usage. The City is actively recruiting new landlords and assisting new Affordable Housing utilizing federal subsidies.

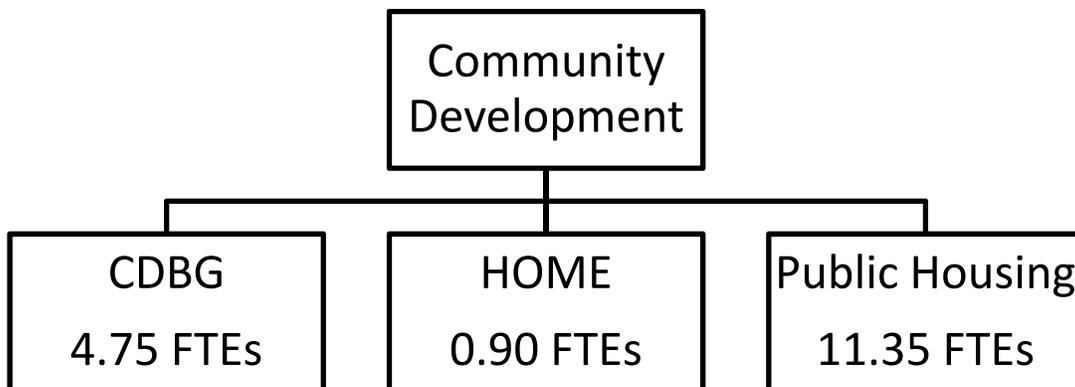
Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Leased Units	1,246	1,300	1,300
Leased Units %	81%	85%	85%

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	17	16	16
Part-time Positions	0	1	1
Total Positions	17	17	17

**Total Community Development 2018/19 Budget —
 \$13,572,432**



City of Amarillo
Department Staffing Report

Department: Program Management

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
0.50	ADM502	COMMUNITY DEVELOPMENT DIRECTOR	
0.50	CLR400	ADMINISTRATIVE ASSISTANT I	
0.10	CLR585	ACCOUNTING TECHNICIAN	
0.50	MGT135	HOME/CDBG MANAGER	
0.50	MGT145	HMIS MANAGER	
0.65	MGT560	PROGRAM COORDINATOR	
2.75		Total Permanent Positions	
2.75		Total Department	197,405

Department: Code Inspector

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	TRD520	COMMUNITY IMPROVEMENT INSPECTOR	
1.00		Total Department	57,614

Department: Rehab Support

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	TRD556	REHAB INSPECTOR II	
1.00		Total Department	68,410

City of Amarillo
Department Staffing Report

Department: Housing Assistance

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
0.50	ADM502	COMMUNITY DEVELOPMENT DIRECTOR	
3.00	CLR030	CASE WORKER	
1.50	CLR400	ADMINISTRATIVE ASSISTANT I	
0.85	CLR585	ACCOUNTING TECHNICIAN	
1.00	CLR610	HOUSING PROGRAM COORDINATOR	
1.00	MGT140	HCV MANAGER	
0.50	MGT145	HMIS MANAGER	
1.00	TRD085	INSPECTION SPECIALIST	
1.00	TRD980	HOUSING INSPECTOR	
10.35		Total Permanent Positions	
Part-Time Positions			
1.00	HRL941	ADMINISTRATIVE TECH (HOURLY)	
11.35		Total Department	595,114

Department: Home Administration

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
0.05	CLR585	ACCOUNTING TECHNICIAN	
0.50	MGT135	HOME/CDBG MANAGER	
0.35	MGT560	PROGRAM COORDINATOR	
0.90		Total Permanent Positions	
0.90		Total Department	50,012





(25011-25045)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 1,987,027	\$ 2,202,255	\$ 2,263,601
Supplies	553,709	730,929	568,844
Contractual Services	419,474	433,102	490,417
Other Charges	409,749	446,691	438,110
Total Expenses	\$ 3,369,959	\$ 3,812,977	\$ 3,760,972

Mission

The City of Amarillo's Public Health department is responsible for promoting health and preventing disease in the citizens of Potter and Randall counties.

Strategic Approach

Public Health funding comes from the Amarillo Hospital District, which supports activities not funded through grants. In the past five years, financial support from the Amarillo Hospital District has come in the form of inter-governmental transfer, supporting participation in the 1115 Medicaid waiver program. The department also works with the Texas Department of State Health Services to carry out budgets, work plans and deliverables for each of nine grants. The department utilizes each of these funding sources to carry out Texas state law, local ordinance and innovative approaches to protect the public health of our community. Community needs are identified through the Community Health Assessment and Community Health Improvement Plan, which are completed on a 3-5 year cycle. The coordination of grant requirements for core public health services, needs identified in our community, and **BluePrint for Amarillo** are the driving forces behind the department's activities and funding needs.

In addition to fiscal support from the Amarillo Hospital District, 1115 Medicaid waiver projects, and grants, the department applies fees to certain services provided. These fees have remained very low and do not recover cost of services. However, they do provide additional program income to support grant activities. During the 2017/18 fiscal year, fees were again evaluated and brought in line with the Texas Vaccine for Children Program. Immunization fees were increased from \$10/vaccine to \$14.85/vaccine. Vaccines for children have a cap of \$30 and there is no cap for adult vaccines. Administration fees for other services was also increased to \$15 in an effort to recapture costs associated with provided high quality services to patients (**fiscal responsibility**). In addition to evaluating fees, a number of services were added to the department's menu available including, sports physicals, urine pregnancy testing, vaccine titer testing, and trichomoniasis testing (**customer service**).

The City Council’s pillars are an important part of daily activities in Public Health. Each day, the department works to meet the needs of **civic pride, highly educated population, and customer service**, both in terms of prevention diseases and promoting health. Public Health serves as a safety net for many of the most vulnerable in our community and provides services and expertise in a wide range of specific services from tuberculosis and immunizations to STDs and public health emergency preparedness. In addition to Public Health’s fixed location in northeast Amarillo, the mobile clinic allows for Public Health services to be made more available to the entire jurisdiction. Public Health looks forward to the upcoming year and partnerships with other City Departments such as Parks and Recreation, Environmental Health, WIC, Animal Management and Welfare, Community Development, Fire, and Police as well as external agencies to continue the great work in Amarillo - addressing the needs of our community.

In the upcoming year, the department anticipates actively working to improve revenue streams by upgrading our electronic medical record system and moving closer to implementing the billing of Medicaid and CHIP for services provided to program participants.

Programs

Public Health Administration/Support

2018/19 Budget — \$297,524

Public Health Administration provides oversight for daily operation and support for department activities (**customer service**). The department implemented customer satisfaction surveys in March 2018. In the first three months of implementation, the department received 91% excellent rating and 99% good/excellent rating. We pride ourselves on providing quality care with exceptional customer service. The Director serves as liaison for the Amarillo Hospital District and Northwest Texas Health Care System and serves as staff for the Bi-City-County Public Health Board. The department is currently working toward accreditation through the Public Health Accreditation Board, and provides community health assessment and community health improvement planning every three-five years. The department participates in the 1115 Medicaid waiver (DSRIP) program and conducts grant management for 10 grants through the State and Federal partners (**fiscal responsibility**).

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
FaceBook Posts	246	300	350
Reports submitted to funding agencies	65 programmatic 96 financial	69 programmatic 120 financial	77 programmatic 136 financial
Submit all grant applications/renewal paperwork within designated time frame.	10/100%	12/100%	13/100%
Customer Satisfaction Surveys	Not implemented	90% Good (4) or Excellent (5)	92% Good (4) or Excellent (5)

Reported October – September

Communicable Disease

2018/19 Budget — \$241,464

The Communicable Disease Program conducts disease surveillance and epidemiology, interfaces with hospitals and other providers, and provides community education. There are 88 conditions in Texas that

are notifiable to the public health department. During any given year, approximately 45 of the 88 conditions are reported. Communicable Disease staff follow up with each report to ensure the safety of both individual patients and the public, ensure appropriate treatment of patients and contacts, and identify and respond to outbreaks. Communicable Disease staff are actively involved in the community and are members of PanIC, the Panhandle Infection Control group (**highly educated population**).

The Perinatal Hepatitis B program is one component of the Communicable Disease program. Case management is provided for infants and contacts to mothers who have Hepatitis B. The program also collaborates with the Department of Animal Management and Welfare to assess the need for rabies post-exposure prophylaxis for animal bite victims and provides pre-exposure vaccine as needed to members of the community. Staff participate in the Panhandle Child Fatality Review Team in an effort to reduce preventable child deaths in the panhandle of Texas.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Total Number of Cases Worked	1802	1850	1900
Number of Notifiable Conditions Investigated	553	600	650
Disease investigations are reported to the Texas Department of State Health Services within required time. (State Average 80%)	98.6%	98.5%	98.5%
Perinatal Hep B Infants followed to completion of program. (State Average 72%)	90.1%	95%	95%

Reported January - December

Immunization

2018/19 Budget — \$745,328

The Immunization team provides adult and childhood immunizations through the mobile clinic and fixed location, conducts immunization outreach and community education and conducts school/daycare compliance assessments. Target areas for the mobile clinic include vulnerable areas such as shelters, low-income housing, community events and community centers. Success from these events is often recognized years later when the patient returns to school or obtains citizenship (**highly educated population, customer service**). The 2016/17 numbers remain estimates as the department moved to a new electronic medical record system in June of 2016. The new electronic medical record system collects and reports data in a different manner than previously and robust reporting is not possible at this time. In 2018/19, the department plans an EMR upgrade and reporting capability will be greatly enhanced (**fiscal responsibility**). Vaccines provided through public health clinics include, Hepatitis B, Rotavirus, DTaP, Haemophilus influenzae type B (HIB), Pneumococcal conjugate and polysaccharide, Polio, Flu, MMR, Chickenpox, Hepatitis A, HPV, Meningococcal ACWY and B, Tdap, Td, Zoster, and rabies – a menu of 18 vaccines.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Patients seen	9,000	9,450	9,800
Vaccines given	15,000	17,000	19,000

Reported October – September

Refugee Health 2018/19 Budget — \$428,855

The Refugee Health team provides health screenings for primary refugees within 90 days of arrival including TB skin testing, medical history, physical assessment and necessary referrals for medical care. Follow-up immunizations for primary and secondary refugees, assistance with green card paperwork (medical portion) and community education are important components of this program (**customer service, civic pride**).

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
VOLAG capacity for Primary Refugee arrival	347	350	350
Primary refugees: health screening within 90 days of arrival	347/100%	151/100%	150/100%
Secondary Refugees seen in immunization clinic	88	25	30
Green card assistance	554	324	300

Reported October –September

Tuberculosis/Hansen’s Control 2018/19 Budget — \$330,351

The Tuberculosis Control team provides treatment of active cases and contact investigation, treatment of latent cases, TB testing for the public and community education. In 2017, the department opened the first Hansen’s clinic in the Panhandle of Texas and in 2018 obtained funding through DSHS via a grant opportunity (**fiscal responsibility**). Through the Hansen’s clinic, staff provide case management and medication management for Hansen’s patients from a variety of backgrounds (**civic pride**).

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
TB skin tests placed	1832	2000	2200
Latent Tuberculosis patients seen in clinic	148	150	160
Latent Tuberculosis therapy completion rate	72.3%	75%	78%
Active Tuberculosis patients seen in clinic	3	5-7	5-7
Active Tuberculosis therapy completion rate	100%	100%	100%

Reported October –September.

STD/HIV Prevention and Treatment 2018/19 Budget — \$895,070

The STD/HIV team provides an STD clinic and treatment, disease intervention and contact investigation, HIV outreach and community education. In 2015/16, Syphilis and HIV rates began increasing in both Potter and Randall Counties, a trend that is present State wide. Increased testing to targeted, high risk populations continues as well as enhanced partner elicitation and increased education. Through contact

investigation, a dangerous trend in meeting sexual partners has been identified. The use of dating apps to find anonymous sexual partners is used frequently- as is the practice of unprotected sex. A short term advertising and education campaign was run on Grindr, one of the many dating apps, during the summer of 2016 - with success. Advertising and education on FaceBook, Craigslist, and Backpage.com have been tools implemented along with traditional methods of outreach. STD/HIV staff have worked diligently to increase testing, treatment, and education – by looking for disease, our department is finding it and working to eliminate it (**highly educated population**).

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Patients seen in STD clinic	2,474	2,495	2,515
Patients tested through HIV Outreach	2,016	2,250	2,350

	2016/17 Actual (2015 Rates)	2017/18 Estimated (2016 Rates)	2018/19 Projected (2017 Rates)*
Gonorrhea Rate (Potter)	411.3	379.9	
Gonorrhea Rate (Randall)	88.3	56.6	
Chlamydia Rate (Potter)	825.1	783.7	
Chlamydia Rate (Randall)	238	171.3	
HIV Rate (Potter)	21.3	10.8	
HIV Rate (Randall)	10.7	3.8	
Syphilis Rate (Potter)	28.7	67.9	
Syphilis Rate (Randall)	10	12.8	

Rates per 100,000 as provided by the Texas Department of State Health Services and reports data one year in arrears.

*2018/19 data (2017 Rates) will be released in September 2018.

Testing numbers reported October - September

Rates reported January – December

**Public Health Preparedness
2018/19 Budget — \$154,525**

The Public Health Preparedness team conducts all hazards preparedness, collaborates with community partners in planning, response, and evaluation and provides community education. This team collaborates with City, State, and Federal partners in planning and conducting a wide range of exercises from table top to full scale (**highly educated population, civic pride**).

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Point of Dispensing Site Activation Exercise	2	2	2
Recruit and develop closed PODS	3	4	6

**Public Health Promotions
2018/19 Budget — \$221,567**

The public health promotions continues to evolve as funding becomes available through grant opportunities. In April 2018, the department was awarded a 3-5 year Healthy Texas Babies grant to reduce low birth weight and preterm births in Potter and Randall Counties. Through community collaboration, community assessment, and strategic planning Healthy People 2020 goals are the target. In December of 2017, the department was also approved to participate in the Community and Clinical Health Bridge grant. This opportunity will provide funding for obesity and chronic disease related conditions in Potter and Randall Counties. The contract has not been finalized but we are looking forward to beginning this good work (**civic pride, highly educated population**).

Performance Measures/Indicators:

	2016/2017 Actual	2017/2018 Estimated	2018/19 Projected
Seek accreditation through Public Health Accreditation Board – Best Practice	Site visit scheduled	Action Plan	Accreditation
Hire Additional Staff for new grants – measures will evolve as program evolves.	NA	2	0

**Health Informatics
2018/19 Budget — \$446,288**

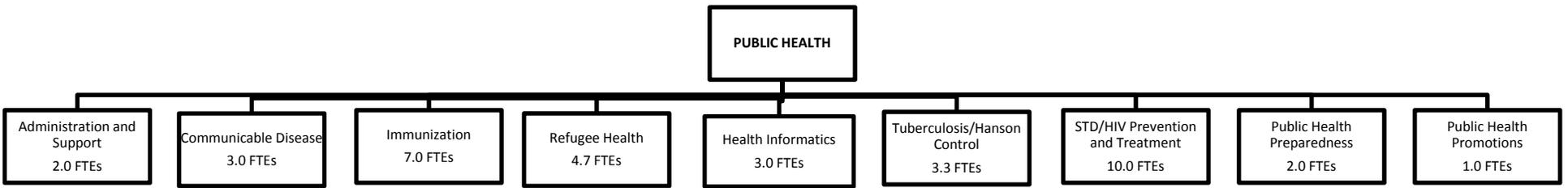
Health Informatics is a growing field in healthcare, including electronic medical records, health information exchange, billing, HIPAA privacy and security, provider credentialing, staff development and training, quality improvement and accreditation efforts. These efforts in healthcare are just as critical as patient care and other programs as it is the backbone of documentation, revenue generation, and liability protection. The Health Informatics team coordinates the electronic medical record efforts for the department. Serves as Local Responsible Party for information privacy and security. Establishes and oversees billing practices (**fiscal responsibility**). Maintains pharmacy license and CLIA certification for the department. Provides staff on-boarding and coordinates LMS. Serves as Accreditation coordinator and secondary coordinator for DSRIP projects and coordinates the performance of program evaluations/quality assurance for the department (**customer service**).

	2016/2017 Actual	2017/2018 Estimated	2018/19 Projected
Upgrade EMR	NA	RFP/Vendor Selection	Implementation
Implement billing	NA	EMR upgrade begins	Implementation

Authorized Positions

	2016/17 Budgeted	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	34	34	34
Part-time Positions	2	2	2
Total Positions	36	36	36

Total Public Health 2018/19 Budget - \$3,760,972



City of Amarillo
Department Staffing Report

Department: AHD Public Health

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	ADM580	ASSISTANT DIRECTOR OF PUBLIC HEALTH	
1.00	ADM581	DIRECTOR OF PUBLIC HEALTH	
1.30	CLR400	ADMINISTRATIVE ASSISTANT I	
1.00	CLR415	ADMINISTRATIVE ASSISTANT IV	
1.00	MGT560	PROGRAM COORDINATOR	
2.40	MGT580	PROGRAM MANAGER	
1.00	PRF572	REGISTERED NURSE	
8.70		Total Permanent Positions	
8.70		Total Department	721,451

Department: Refugee Health

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	CLR561	COMMUNITY SERVICE AIDE	
0.50	MGT580	PROGRAM MANAGER	
1.00	PRF572	REGISTERED NURSE	
2.50		Total Permanent Positions	
Part-Time Positions			
1.00	HRL560	NURSE PRACTITIONER	
1.00	HRL572	REGISTERED NURSE	
2.00		Total Part-Time Positions	
4.50		Total Department	239,086

Department: TDH Immunizations

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
2.00	CLR400	ADMINISTRATIVE ASSISTANT I	
1.00	MGT580	PROGRAM MANAGER	
1.00	PRF572	REGISTERED NURSE	
2.00	PRF592	IMMUNIZATION OUTREACH SPECIALIST	
6.00		Total Permanent Positions	
6.00		Total Department	319,904

Department: HIV Prevention

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	MGT560	PROGRAM COORDINATOR	
2.00	PRF571	STD/HIV OUTREACH SPECIALIST I	
1.00	PRF577	LINKAGE TO CARE COORDINATOR	
4.00		Total Permanent Positions	
4.00		Total Department	201,980

City of Amarillo
Department Staffing Report

Department: Core Public Health

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	CLR400	ADMINISTRATIVE ASSISTANT I	
1.00	CLR581	DISEASE INTERVENTION SPECIALIST	
1.00	PRF572	REGISTERED NURSE	
3.00		Total Permanent Positions	
3.00		Total Department	173,759

Department: Hansen's

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
0.10	PRF572	REGISTERED NURSE	
0.10		Total Department	7,189

Department: Healthy Texas Babies

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	PRF900	SENIOR PLANNER	
1.00		Total Department	62,718

Department: Bioterrorism Grant

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	CLR405	ADMINISTRATIVE ASSISTANT II	
2.00	MGT580	PROGRAM MANAGER	
1.00	PRF581	EDUCATOR/SNS COORDINATOR	
4.00		Total Permanent Positions	
4.00		Total Department	263,957

Department: DSRIP Immunizations

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	CLR400	ADMINISTRATIVE ASSISTANT I	
1.00		Total Department	30,310

City of Amarillo
Department Staffing Report

Department: Epidemiology

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	PRF650	EPIDEMIOLOGIST	
1.00		Total Department	72,436

Department: Local Tuberculosis - Federal

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
1.00	PRF572	REGISTERED NURSE	
1.00		Total Department	68,964

Department: Local Tuberculosis - State

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
0.70	CLR400	ADMINISTRATIVE ASSISTANT I	
0.10	MGT580	PROGRAM MANAGER	
0.90	PRF572	REGISTERED NURSE	
1.70		Total Permanent Positions	
1.70		Total Department	101,847



(25311-25323)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Personnel Services	\$ 956,338	\$ 2,586,019	\$ 1,730,855
Supplies	251,814	221,148	301,342
Contractual Services	7,319	164,521	127,920
Other Charges	200,253	296,435	323,559
Operating Transfers	38,798	-	-
Total Expenses	\$ 1,454,522	\$ 3,268,123	\$ 2,483,676

Mission

The mission of the WIC Nutrition department is to safeguard the health of low- and moderate-income women, infants, and children (up to age five) who are at nutritional risk by providing nutritious foods to supplement diets, information on healthy eating, and referrals to health care.

Strategic Approach

The adoption of the **BluePrint for Amarillo** by the City Council sets forth a comprehensive strategic direction for the City government in terms of focus, allocation of resources, and initiatives. The mission and role of the WIC Nutrition program directly addresses the Council's **Civic Pride**—Enhance Health and Wellness pillar by serving low- and moderate-income families by providing health screenings, nutritious foods to supplement their diets, and referrals to health care. Participation in the WIC program is associated with a reduction in the number of poor birth outcomes and reducing the amount spent on Medicaid costs. Participation in the WIC program also has been shown to support cognitive development, helping children to enter kindergarten ready to learn.

The WIC Nutrition Program is federally funded by USDA through a grant to the State of Texas. The state administers the program and contracts with the City of Amarillo to provide services in accordance with state and federal guidelines. The WIC Nutrition Program strives to deliver the highest quality services in the nation with integrity and with respect to the WIC eligible population. Currently, the department serves an average of 6,430 participants per month, or 77,160 participants per year. The department has an operating budget of \$1.8 million. Additionally, the department oversees \$4.5 million in food benefit issuances.

There are two major types of nutrition risks recognized for WIC eligibility: medically based risks such as anemia, underweight, history of pregnancy complications, or poor pregnancy outcomes; and dietary risks, such as inappropriate nutrition/feeding practices or failure to meet the current Dietary Guidelines for Americans. Women, infants, and children at nutrition risk have much greater risk of experiencing health problems.

Programs

WIC Department Administration

2018/19 Budget — \$657,208

This program provides the administrative expertise for the administration of all aspects of the WIC Nutrition Program in accordance with federal and state regulations, policies and procedures. The WIC Administration department received excellent marks on the state audit in August of 2017. It was noted by state auditors that there weren't any findings in the entire audit, which is a very rare occurrence. High commendations were given for having an excellent managed agency.

WIC Nutrition Education

2018/19 Budget — \$817,795

This program is responsible for delivering nutrition education to participants enrolled in the WIC Nutrition Program according to state and federal regulations. The Nutrition Education section was able to continue and enhance the nutrition carnivals that the department offers. The WIC Nutrition Program is the only WIC agency in Texas that provides this enhanced level of nutrition education. This department also has been involved in adding the Farmers Market program to the WIC benefits received, making fresh vegetables and fruit from the Golden Spread Farmers Market available to WIC participants.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Strive to maintain percentage of WIC participants receiving Nutrition Education above 95% (State Standard)	97%	96%	96%
Number of families receiving Nutrition Education/Counseling Services at the time of benefit issuance	7,579	7,181	6,436

WIC Breastfeeding Education

2018/19 Budget — \$203,944

Responsible for providing breastfeeding information, education, and support to pregnant women and breastfeeding women enrolled in the WIC Nutrition Program, as well as those in the general public requesting such. Services are provided by Breastfeeding Educators, Lactation Consultants, and Peer Counselors.

Performance Measures/Indicators:

	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Percent of Born-to-WIC infants that are breastfed at the time of certification (State standard is 60 percent)	75%	77%	74%
Number of pregnant women receiving breastfeeding education	8,871	7,755	7,409
Number of breastfeeding women receiving breastfeeding counseling/education	11,568	10,855	10,399

WIC Client Services

2018/19 Budget — \$804,729

This program provides support for delivery of service to WIC participants in the most efficient, timely, accurate, professional, and pleasant manner possible. These support services include performing anthropometric body measurements and plotting results on growth grids; assessing eligibility for the program based on financial, residency, medical/nutritional factors; computer data entry of participant information; issuance of program benefits; scheduling certification and nutrition education appointments; copying/reproduction of materials; filing; and telephone and reception activities. This department has also been involved in the State Summer Feeding pilot project, which provides hot meals and snacks to children on the day that they are receiving services at the WIC offices during the summer months. The department will be transitioning to a new unified State mandated computer system starting in July 2018. The rollout of this software and the transition period is projected to have a negative effect on our case load driving down our participation numbers.

Performance Measures/Indicators:

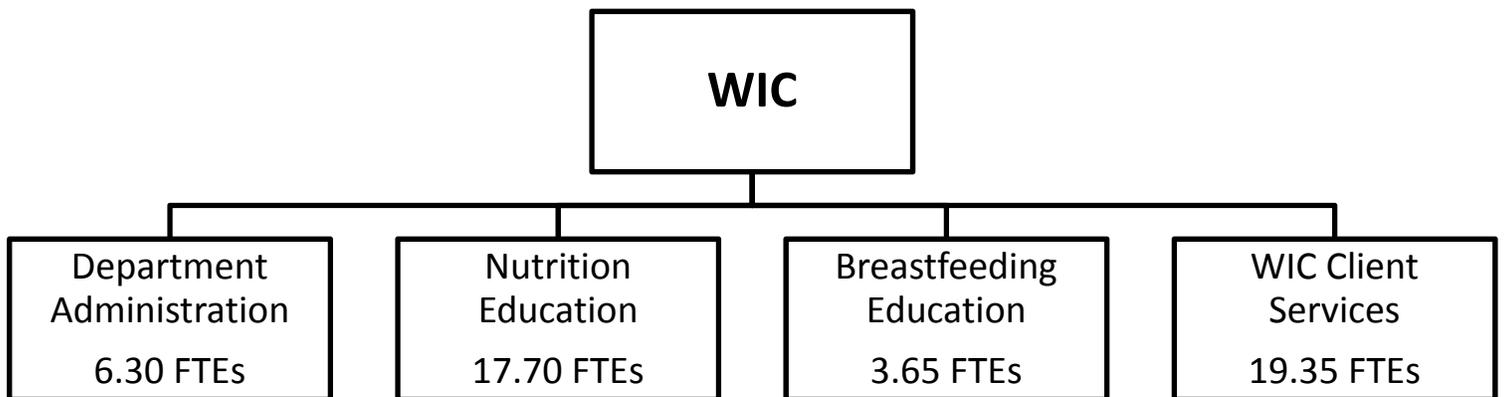
	2016/17 Actual	2017/18 Estimated	2018/19 Projected
Percentage of women enrolled in first trimester at certification (State standard is 20 percent)	37%	38%	38%
Average number of participants served monthly	7,172	6,617	6,430
Total number of WIC participants receiving food benefits annually	96,605	91,398	86,059
Percentage change from previous year	-6%	-6%	-4%*

*Negative % change is attributed to improved economy, decreased birth rate, and increase in SNAP benefits.

Authorized Positions

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Permanent Positions	47	47	47
Part-time Positions	0	0	0
Total Positions	47	47	47

Total WIC Department 2018/19 Budget — \$2,483,676



City of Amarillo

Department Staffing Report

Department: WIC Administration

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
0.14	ADM055	ASSISTANT WIC DIRECTOR	
0.14	ADM585	DIRECTOR OF WIC	
0.14	CLR410	ADMINISTRATIVE ASSISTANT III	
0.14	PRF585	NUTRITIONIST I	
0.56	PRF586	NUTRITIONIST II	
0.42	PRF587	NUTRITIONIST III	
0.28	PRF588	NUTRITIONIST IV	
0.14	TEC160	WIC TECHNICIAN IV	
0.14	TEC162	WIC TECHNICIAN V	
0.14	TEC450	GREENHOUSE TECHNICIAN	
0.14	TEC570	DIETITIAN I	
0.14	TEC571	DIETITIAN II	
0.28	TEC585	NUTRITION TECHNICIAN L	
0.42	TEC586	NUTRITION TECHNICIAN II	
1.26	TEC587	WIC TECHNICIAN I	
0.42	TEC588	NUTRITION TECHNICIAN III	
0.56	TEC589	NUTRITION TECHNICIAN IV	
0.84	TEC590	WIC TECHNICIAN II	
0.28	TEC591	WIC TECHNICIAN III	
6.58		Total Permanent Positions	
6.58		Total Department	459,317

Department: WIC Nutrition Education

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
0.35	ADM055	ASSISTANT WIC DIRECTOR	
0.35	ADM585	DIRECTOR OF WIC	
0.35	CLR410	ADMINISTRATIVE ASSISTANT III	
0.35	PRF585	NUTRITIONIST I	
1.40	PRF586	NUTRITIONIST II	
1.05	PRF587	NUTRITIONIST III	
0.70	PRF588	NUTRITIONIST IV	
0.35	TEC160	WIC TECHNICIAN IV	
0.35	TEC162	WIC TECHNICIAN V	
0.35	TEC450	GREENHOUSE TECHNICIAN	
0.35	TEC570	DIETITIAN I	
0.35	TEC571	DIETITIAN II	
0.70	TEC585	NUTRITION TECHNICIAN L	
1.05	TEC586	NUTRITION TECHNICIAN II	
3.15	TEC587	WIC TECHNICIAN I	
1.05	TEC588	NUTRITION TECHNICIAN III	
1.40	TEC589	NUTRITION TECHNICIAN IV	
2.10	TEC590	WIC TECHNICIAN II	
0.70	TEC591	WIC TECHNICIAN III	
16.45		Total Permanent Positions	
16.45		Total Department	514,259

City of Amarillo
Department Staffing Report

Department: WIC Breastfeeding

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
0.04	ADM055	ASSISTANT WIC DIRECTOR	
0.04	ADM585	DIRECTOR OF WIC	
0.04	CLR410	ADMINISTRATIVE ASSISTANT III	
0.04	PRF585	NUTRITIONIST I	
0.16	PRF586	NUTRITIONIST II	
0.12	PRF587	NUTRITIONIST III	
0.08	PRF588	NUTRITIONIST IV	
0.04	TEC160	WIC TECHNICIAN IV	
0.04	TEC162	WIC TECHNICIAN V	
0.04	TEC450	GREENHOUSE TECHNICIAN	
0.04	TEC570	DIETITIAN I	
0.04	TEC571	DIETITIAN II	
0.08	TEC585	NUTRITION TECHNICIAN L	
0.12	TEC586	NUTRITION TECHNICIAN II	
0.36	TEC587	WIC TECHNICIAN I	
0.12	TEC588	NUTRITION TECHNICIAN III	
0.16	TEC589	NUTRITION TECHNICIAN IV	
0.24	TEC590	WIC TECHNICIAN II	
0.08	TEC591	WIC TECHNICIAN III	
1.88		Total Permanent Positions	
1.88		Total Department	60,142

Department: WIC Client Services

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
0.43	ADM055	ASSISTANT WIC DIRECTOR	
0.43	ADM585	DIRECTOR OF WIC	
0.43	CLR410	ADMINISTRATIVE ASSISTANT III	
0.43	PRF585	NUTRITIONIST I	
1.72	PRF586	NUTRITIONIST II	
1.29	PRF587	NUTRITIONIST III	
0.86	PRF588	NUTRITIONIST IV	
0.43	TEC160	WIC TECHNICIAN IV	
0.43	TEC162	WIC TECHNICIAN V	
0.43	TEC450	GREENHOUSE TECHNICIAN	
0.43	TEC570	DIETITIAN I	
0.43	TEC571	DIETITIAN II	
0.86	TEC585	NUTRITION TECHNICIAN L	
1.29	TEC586	NUTRITION TECHNICIAN II	
3.87	TEC587	WIC TECHNICIAN I	
1.29	TEC588	NUTRITION TECHNICIAN III	
1.72	TEC589	NUTRITION TECHNICIAN IV	
2.58	TEC590	WIC TECHNICIAN II	
0.86	TEC591	WIC TECHNICIAN III	
20.21		Total Permanent Positions	
20.21		Total Department	631,145

City of Amarillo

Department Staffing Report

Department: WIC Peer Counselor

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
0.03	ADM055	ASSISTANT WIC DIRECTOR	
0.03	ADM585	DIRECTOR OF WIC	
0.03	CLR410	ADMINISTRATIVE ASSISTANT III	
0.03	PRF585	NUTRITIONIST I	
0.12	PRF586	NUTRITIONIST II	
0.09	PRF587	NUTRITIONIST III	
0.06	PRF588	NUTRITIONIST IV	
0.03	TEC160	WIC TECHNICIAN IV	
0.03	TEC162	WIC TECHNICIAN V	
0.03	TEC450	GREENHOUSE TECHNICIAN	
0.03	TEC570	DIETITIAN I	
0.03	TEC571	DIETITIAN II	
0.06	TEC585	NUTRITION TECHNICIAN L	
0.09	TEC586	NUTRITION TECHNICIAN II	
0.27	TEC587	WIC TECHNICIAN I	
0.09	TEC588	NUTRITION TECHNICIAN III	
0.12	TEC589	NUTRITION TECHNICIAN IV	
0.18	TEC590	WIC TECHNICIAN II	
0.06	TEC591	WIC TECHNICIAN III	
1.41		Total Permanent Positions	
1.41		Total Department	47,950

Department: WIC Obesity

Number of Employees	Classification	Description	Personal Services Total
Permanent Positions			
0.01	ADM055	ASSISTANT WIC DIRECTOR	
0.01	ADM585	DIRECTOR OF WIC	
0.01	CLR410	ADMINISTRATIVE ASSISTANT III	
0.01	PRF585	NUTRITIONIST I	
0.04	PRF586	NUTRITIONIST II	
0.03	PRF587	NUTRITIONIST III	
0.02	PRF588	NUTRITIONIST IV	
0.01	TEC160	WIC TECHNICIAN IV	
0.01	TEC162	WIC TECHNICIAN V	
0.01	TEC450	GREENHOUSE TECHNICIAN	
0.01	TEC570	DIETITIAN I	
0.01	TEC571	DIETITIAN II	
0.02	TEC585	NUTRITION TECHNICIAN L	
0.03	TEC586	NUTRITION TECHNICIAN II	
0.09	TEC587	WIC TECHNICIAN I	
0.03	TEC588	NUTRITION TECHNICIAN III	
0.04	TEC589	NUTRITION TECHNICIAN IV	
0.06	TEC590	WIC TECHNICIAN II	
0.02	TEC591	WIC TECHNICIAN III	
0.47		Total Permanent Positions	
0.47		Total Department	15,598



**CITY OF AMARILLO
SUMMARY OF EXPENDITURES BY ACTIVITY CLASSIFICATION**

DESCRIPTION	Actual 2016/2017	Budgeted 2017/2018	Budgeted 2018/2019
2700 Greenways at Hillside Fun Public Improvement Districts			
27100 Greenways at Hillside	470,002	563,311	618,125
2700 Greenways at Hillside Fun	470,002	563,311	618,125
2710 Heritage Hills PID Fund Public Improvement Districts			
27110 Heritage Hills PID	0	62,467	63,755
2710 Heritage Hills PID Fund	0	62,467	63,755
2730 Colonies Public Improvement Districts			
27300 Colonies	644,566	872,666	832,168
2730 Colonies	644,566	872,666	832,168
2740 Tutbury Public Imprv Dist Public Improvement Districts			
27400 Tutbury Imprv Dist	10,075	8,899	9,494
2740 Tutbury Public Imprv Dist	10,075	8,899	9,494
2750 Point West PID Public Improvement Districts			
27510 Points West PID	18,066	28,105	26,068
2750 Point West PID	18,066	28,105	26,068
2760 Quail Creek Public Imprv Dist Public Improvement Districts			
27610 Quail Creek PID	7,147	8,450	7,047
2760 Quail Creek Public Improv	7,147	8,450	7,047
2770 Vineyards PID Public Improvement Districts			
27710 Vineyards PID	2,119	3,546	3,738
2770 Vineyards PID	2,119	3,546	3,738
2780 Redstone PID Public Improvement Districts			
27800 Redstone PID	283	318	0
2780 Redstone PID	283	318	0
2790 Town Square PID Public Improvement Districts			
27900 Town Square PID	717	81,348	83,043
2790 Town Square PID	717	81,348	83,043
Public Improvement Districts Total Expenditures	1,152,975	1,629,110	1,643,438





(2700-2790)

Budget Comparison

	2016/17 Actual	2017/18 Budgeted	2018/19 Budgeted
Supplies	\$ 336,654	\$ 470,198	\$ 519,651
Contractual Services	395,056	499,498	499,190
Other Charges	15,494	24,624	9,555
Operating Transfers	405,771	634,790	615,042
Total Expenses	\$ 1,152,975	\$ 1,629,110	\$ 1,643,438

Mission

To promote and facilitate the development of quality neighborhoods that enhance the community appearance.

Strategic Approach

Public Improvement Districts (PIDs) were established to provide for the installation and maintenance of certain amenities and common areas that include hardscape and greenscape features that enhance the neighborhood by providing recreational and aesthetic related improvements.

A five-year service plan that defines the annual budget and individual assessments for each PID is approved annually by the respective PID Advisory Board and City Council. Each PID is fully funded by assessments and does not require City funding.

Programs

Greenways

2018/19 Budget — \$618,125

Established in 1995, Greenways was the first PID established in Amarillo. Landscaped parkways and common areas which include hardscape features are some of the improvements within the Greenways. The Greenways PID continues to develop a linear park system which now contains approximately 29 acres. The park-like setting meanders throughout the development, interconnecting the home sites with a linear parkway. Trees and shrubs have been added to enhance the park's large expanse of irrigated turf. The park contains over a mile of walking/jogging trails for the use and enjoyment of all users. Utilizing grant dollars from the State of Texas Parks and Wildlife Department, the City constructed a natural setting city park with soccer fields and other recreational type amenities in what was previously an undeveloped playa lake. The City maintains this "playa park". The assessments for the Greenways

PID are necessary to fund the maintenance and administrative costs associated with the PID improvements, debt service, and reserve.

The Greenways PID has a five member advisory Board. Per the terms of the Greenways PID petition, three board member positions are homeowners and two are suggested for approval by the developer.

Heritage Hills

2018/19 Budget — \$63,755

The Heritage Hills PID was established in July 2016 to provide for the construction and maintenance of certain right-of-way improvements such as landscaping, green areas and entry features throughout the subdivision. Heritage Hills will be a multi-phased development and will be subject to developer reimbursements for portions of the improvements. Since the proposed services are in addition to the standard level of service provided by the City, the property owners within the Heritage Hills PID will be assessed for the cost of care and maintenance.

Per the terms of the Heritage Hills PID petition, the initial three-member advisory board is to consist of three board members suggested for approval by the owner.

Colonies

2018/19 Budget — \$832,168

Established in 2001, the Colonies PID encompasses approximately 375 acres of land and is located in southwest Amarillo. The Colonies PID contains both residentially and commercially developed properties. The Colonies PID is a multi-phased development and will be subject to developer reimbursements for portions of the improvements. Since the proposed services are in addition to the standard level of service provided by the City, the property owners within the Colonies PID will be assessed for the cost of care and maintenance. The Colonies PID collected the first assessments in January 2002. The assessments for the Colonies PID are necessary to fund the maintenance and administrative costs associated with the PID improvements, debt service, and reserves. Improvements such as a clock tower, landscaped medians, a bridge, gazebos, entryway features, and specialty lighting have been installed, dedicated, accepted and are now being maintained by the PID assessments.

The Colonies PID has a five-member advisory board. Per the terms of the Colonies PID petition, two board positions are suggested for approval by lot owners, two board positions are suggested for approval by the developer, and one board position suggested for approval by the owners.

Tutbury

2018/19 Budget — \$9,494

Tutbury PID and was established to provide for the maintenance of eight landscaped parcels, which have been designated as common areas within the Colonies Unit Number Nine subdivision.

The Tutbury PID has a three-member advisory board. Per the terms of the Tutbury PID petition, all three Board members must be Tutbury homeowners.

Point West

2018/19 Budget — \$26,068

The Point West PID was established to provide for the maintenance of several landscaped medians within City right-of-way. The City of Amarillo has a policy of not allowing medians within City right-of-way and therefore required the PID be established for a maintenance mechanism.

The Point West PID is zoned for a business and office park development. Point West was established as a mechanism to provide for the maintenance of several landscaped medians within City right-of-way. Since the proposed services are in addition to the standard level of service provided by the City, the property owners within Point West will be assessed for the cost of care and maintenance of the medians. The assessments for the Point West PID are necessary to fund the associated maintenance and administrative costs. These costs will be divided among the property owners based on the percentage of total square footage of property owned.

The Point West PID has a five-member advisory board. Per the terms of Resolution No. 5-29-12-1 which expanded the board from three members to five members, two members shall be suggested by the developer, two members must be lot owners, and one member shall be suggested for approval by the owners

Quail Creek

2018/19 Budget — \$7,047

The Quail Creek PID was established to provide for the maintenance of the common area with brick dumpster enclosures to include a lighted landscaped median within City right-of-way.

This 29 lot residential subdivision was developed on an irregular piece of land and was limited in what could be drafted into a workable residential design. The large median in the middle of the development was a result of this irregular tract. There will be no entry features associated with this tract and the only landscaping will be grass and trees within the median mentioned above. The subdivision improvements associated with this PID were completed and accepted in the spring of 2009 and are now being maintained by a private contractor. The amenities offered within this PID are in addition to the standard level of service provided by the City. The property owners within the Quail Creek PID will be assessed for the cost of care and maintenance of the common area amenities.

The Quail Creek PID has a three-member advisory board. Per the terms of the Quail Creek PID petition, one board position represents the developer and the remaining two board members represent Quail Creek homeowners.

Vineyards

2018/19 Budget — \$3,738

The Vineyards PID was established to provide for the installation and maintenance of certain landscaped areas (common areas). Since the proposed services are in addition to the standard level of service provided by the City, the property owners within the Vineyards PID will be assessed for the cost of care and maintenance. The Vineyards PID is a multi-phased residential development and will be subject to developer reimbursements for portions of the improvements. The Vineyards PID collected its first assessments in October 2012. Improvements such as landscaped medians and specialty lighting have been installed, accepted and therefore, are now being maintained within the first phase of development.

Per the terms of the Vineyards PID petition, after the first year, the advisory board will consist of five members appointed by the City Council and all members of the advisory board will serve terms of three years. Two members are recommended by the developer, two members are lot owners within the Vineyards and one is recommended by the owners.

Town Square

2018/19 Budget — \$83,043

The Town Square PID was established to provide for the installation and maintenance of certain landscaped common areas to include hardscape features. Established in October of 2014, Town Square is Amarillo's most recently established PID. Town Square will be a multi-phased development and will be subject to developer reimbursements for portions of the improvements. Since the proposed services are in addition to the standard level of service provided by the City, the property owners within the Town Square PID will be assessed for the cost of care and maintenance.

Per the terms of the Town Square PID petition, the initial three-member advisory board is to consist of three board members suggested for approval by the owner.

**Total Public Improvement District 2018/19 Budget —
\$1,643,438**

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Current Requirements

The total debt service requirement for the City of Amarillo for fiscal year 2018/2019 is \$40,894,088*. The debt service consists of \$25,744,587 in principal payments, \$13,482,622 in interest and fees, and \$1,666,879 in estimated compensated absences payments.

The State of Texas sets a limit on the amount of General Obligation debt that can be issued. This limit would apply to the General Obligation Bonds and the Certificates of Obligation Bonds. The limit of General Obligation debt is 10% of the total assessed property value before applying exemptions. Accordingly, the City of Amarillo's total General Obligation debt limit would be \$1.5 billion. The City's actual General Obligation debt net of Debt Service assets is \$153.4 million which leaves a balance of greater than \$1.3 billion. We cannot see any future projects that would take the City of Amarillo anywhere near this limit.

During the 1999/2000 fiscal year, voters approved library improvements that would be funded by a one-cent property tax increase. In June 2001, \$6.9 million in General Obligation bonds were issued. The Library Improvement bonds were issued for 20 years at an average interest rate of 4.87%. The bond proceeds were used to construct two new branch libraries and to remodel two existing branch libraries and the downtown library. This issue was refunded with the 2009 General Obligation bonds with a net present value benefit of \$231,274. The original par value of the new bonds is \$4,825,000 with an average interest coupon of 3.83% and maturities through August 2022. These bonds enjoyed an underlying rating of AAA from Standard & Poor's and Aa2 from Moody's Investors Service.

During the 2006/2007 fiscal year, the City Council approved the issuance of \$24,575,000 of Combination Tax and Revenue Certificates of Obligation. The bond proceeds enabled the City to fund capital improvement needs in the Fire, Police, Public Health, Street and Parks departments. The substantial growth in the City has increased public facility and infrastructure needs and many of these projects had been waiting for a funding source for several years. The bonds were issued for 20 years at an average interest rate of 4.76%. This issue was refunded with the 2017 General Obligation Refunding bonds with a net present value benefit of \$2,422,114. The original par value of the new bonds is \$15,110,000 with a true interest cost of 2.219% and maturities through May 2027. These bonds enjoyed an underlying rating of AAA from Standard & Poor's and Aa2 from Moody's Investors Service.

During 2017, the City Council issued the Certificates of Obligation, Series 2017 in the amount of \$6,940,000 the proceeds are funding the public safety radio system and allow the City to acquire a two-way radio communications system for public safety. The bonds were issued for 20 years at a true interest cost of 2.736%. These bonds enjoyed an underlying rating of AAA from Standard & Poor's and Aa2 from Moody's Investors Service.

During 2010, the City issued \$1,392,000 in Recovery Zone Build America Bonds, Series 2010. The maturities range through 2030 with an average interest coupon of 3.196%. These bonds are eligible for an interest subsidy of 45%. These funds support a portion of the construction of the S.E. 3rd Avenue and Grand Street overpass with the remaining funds used for street improvements in the target zone.

During 2017, the City Council issued the General Obligation Bonds, Series 2017 in the amount of \$21,280,000 with a true interest cost of 3.181%. These maturities range through 2042. This is the first year of five anticipated bond issues associated with the November 2016 bond election. The voters approved two propositions totaling \$109 million for streets and public safety infrastructure initiatives.

During 2018, the City Council issued the General Obligation Bonds, Series 2018 in the amount of \$22,145,000 with a true interest cost of 3.466%. These maturities range through 2043. This is the second year of five anticipated bond issues associated with the November 2016 bond election.

The Greenways Public Improvement District (PID) has developed a linear park system containing approximately 19 acres. The park-like setting meanders throughout the development. In the 2003/2004 fiscal year, the City of Amarillo issued \$620,000 in Certificates of Obligation with an annual debt service amount of approximately \$47,000. The 2003 Certificates of Obligation mature in 20 years at 3.70% interest. During the 2007/2008 fiscal year, the City of Amarillo issued \$600,000 in Certificates of Obligation with an annual debt service amount of approximately \$45,000. The 2008A Certificates of Obligation mature in 20 years at 4.28% interest. During the 2013/2014 fiscal year, the City of Amarillo issued \$2,260,000 in Certificates of Obligation to pay for park improvements, of that amount \$725,000 is the Greenways share with an annual debt service amount of approximately \$50,000. The 2014 Certificates of Obligation mature in 20 years at 3.22% interest. All of these issues are funded by assessments to the property owners of the Greenways Public Improvement District. Accordingly, the Greenway's assessments are \$600 per lot for the 2018/2019 fiscal year.

The Colonies Public Improvement District has developed a linear park area throughout the development. During the 2005/2006 fiscal year, the City of Amarillo issued \$585,000 in Certificates of Obligation to pay for the improvements to the Colonies. The Certificates of Obligation mature in 20 years at 4.75% interest. Annual debt service on the 2006 Certificates will be approximately \$46,000. During the 2007/2008 fiscal year, the City of Amarillo issued \$1,500,000 in Certificates of Obligation to pay for the improvements to the Colonies. The Certificates of Obligation mature in 20 years at 4.08% interest. Annual debt service on the

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2008B Certificates will be approximately \$110,000. During the 2013/2014 fiscal year, the City of Amarillo issued \$2,260,000 in Certificates of Obligation to pay for park improvements, of that amount \$1,535,000 is the Colonies share with an annual debt service amount of approximately \$106,000. The 2014 Certificates of Obligation mature in 20 years at 3.22% interest. During the 2017/2018 fiscal year, the City of Amarillo issued \$3,000,000 in Certificates of Obligation to pay for the improvements to the Colonies. The Certificates of Obligation mature in 20 years at 3.27% interest. Annual debt service on the 2018 Certificates will be approximately \$206,000. All of these issues are funded by an assessment to the property owners. The total assessment is calculated on the total square feet of the property owner's lot. The 2018/2019 assessment of \$0.100 per square foot funds the debt service of the Certificates as well as the operating cost to maintain the park area.

During 2011, the City issued \$3,750,000 in Certificates of Obligation bonds to fund the reconstruction of one of the City municipal golf courses. The maturities range through 2037 with a true interest cost of 4.91%. The debt service on this issue will be funded by revenues generated by the City golf course. The City also issued \$2,210,000 in Certificates of Obligation Bonds that will be funded by Tax Increment Reinvestment Zone #1 (TIRZ #1) revenue. The proceeds from this issue will be allocated by the TIRZ #1 Board to fund downtown improvement projects.

During 2016 the City issued the Hotel Occupancy Tax Revenue Bonds, Taxable Series 2016 in the amount of \$11,995,000. The maturities range through 2043 with a true interest cost of 4.12%. The bonds are being used to construct and equip a downtown Amarillo parking garage located in the vicinity of the City's convention center facilities. The parking garage construction corresponds with the completion of a privately funded convention hotel. During 2018 the City issued a second Hotel Occupancy Tax Revenue Bonds, Taxable Series 2018 in the amount of \$38,835,000. The maturities range through 2048 with a true interest cost of 4.30%. This issue will complete the funding for the multipurpose event venue of \$45.5 million with the balance of the funding from cash.

Amounts provided for in the Provision for Compensated Absences Fund are used to pay terminating and retiring employees their respective sick and annual leave. Civilian employees with 10 years of service are entitled to be paid up to 90 days of unused sick days and 65 unused vacation days. Police Officers and Firefighters are entitled to be paid for up to 90 days of unused sick days and 65 unused vacation days, but are not required to have 10 years of service to receive the benefit. The City is estimating that the compensated absences fund will run out at the end 2018/2019 at which point operating budgets will begin to fund the unused sick and annual leave benefit.

Currently, there are 12 outstanding Water and Sewer bond issues: the 2009 Certificates of Obligation, the 2009B Certificates of Obligation, the 2009C Certificates of Obligation, the 2011 Water and Sewer issue, 2011 General Obligation Refunding Bonds, the 2013 Water and Sewer issue, the 2014 Water and Sewer issue, the 2015 Water and Sewer issue, the 2015A Water and Sewer issue, the 2017 Water and Sewer issue, the 2018A Water and Sewer issue, and the 2018B Water and Sewer issue. Funding for debt service expenses will be from the Water and Sewer Fund of \$17,774,780 including principal and interest. The bond covenants for the Water and Sewer debt issues require that the Water and Sewer Bond Reserve Fund contain an average of one year's debt service for the 2013 Water and Sewer issue, the 2014 Water and Sewer issue, the 2015 Water and Sewer issue, and the 2018A Water and Sewer issue of \$2,345,350. This account is fully funded.

During 2005, the Waterworks and Sewer System Revenue Refunding Bonds, Series 2005, were issued. The proceeds from the sale of these bonds were used to refund a portion of the Waterworks and Sewer System Revenue Bonds, Series 1999. The issuance of the 2005 bonds resulted in a debt service gross savings to the City of approximately \$917,000. During 2006, the Waterworks and Sewer System Revenue Refunding Bonds, Series 2006A, were issued. With the 2006A issue, we restructured the 1996 issue, thereby extending maturities. The City still ended up with a net present value benefit of just over \$100,000. During 2015, the City issued the Waterworks & Sewer System Refunding Bonds, New Series 2015A in the amount of \$21,145,000. The New Series 2015A bonds refunded the City's outstanding Waterworks & Sewer System Revenue Bonds Series 2005, Series 2006, and Series 2006A with a net present value benefit of \$2.6 million and a true interest cost of 2.38%. During 2011, the General Obligation Refunding Bonds, Series 2011, were issued for \$5,605,000 to refund the 2003 Water and Sewer issue. The refunding reduced total debt service payments over 12 years by approximately \$840,080. Also, the Waterworks and Sewer System Revenue Bonds, Series 2011, were issued to fund water rights purchases. All of the debt issuances are monitored for potential savings with refundings.

During 2009, the City issued \$38,885,000 in Combination Tax and Revenue Certificates of Obligation, Series 2009, and \$47,400,000 in Combination Tax and Revenue Certificates of Obligation, Series 2009B; both through the Texas Water Development Board Water Infrastructure Fund. These bonds were issued at 2.095% and 1.969% respectively, 200 basis points less than the market. Also, during 2009, the City issued \$18,075,000 in Combination Tax and Revenue Certificates of Obligation, Series 2009C. The bonds mature annually through 2031 with annual principal payment of \$905,000 and provide for a 0% interest rate.

During 2011, the City issued \$16,300,000 in Waterworks and Sewer System New Series Revenue Bonds, New Series 2011. The bonds mature annually through 2023 with a true interest cost of 3.678%.

During 2013 and 2014, the City issued additional Water and Sewer Revenue Bonds through the Texas Water Development Board (TWDB). The 2013 with a \$1,310,000 par were issued with a true interest cost of 0.36% for 10 years and the 2014 bonds with a \$8,495,000 par were issued with a true interest cost of 1.94% for 20 years. During 2015, the City issued the Waterworks & Sewer

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System Revenue Bonds, Series 2015 in the amount of \$17,195,000 through the TWDB with a true interest cost of 1.17% for 20 years. Again in 2018, the City issued the Waterworks & Sewer System Revenue Bonds, New Series 2018A in the amount of \$12,500,000 through the TWDB with a true interest cost of 1.34% for 20 years. The City has enjoyed very favorable financing through the TWDB.

During 2017 and 2018, the City Council issued the Waterworks and Sewer System Revenue Bonds, Series 2017 in the amount of \$31,005,000 and the Waterworks and Sewer System Revenue Bonds, New Series 2018B in the amount of \$14,610,000. The proceeds are year one and two of a five year capital plan totaling \$140 million. These bonds allow the City to address much need infrastructure projects for water and sewer. The bonds were issued for 20 years at a true interest cost 2.932% and 3.238%, respectively. These bonds enjoyed an underlying rating of AAA from Standard & Poor's. The City anticipates issuing an additional \$28,100,000 in Waterworks and Sewer System Revenue Bonds during 2019 for year three of the five year capital plan.

Also included in the Water and Sewer Debt Service is the City's share of the Canadian River Municipal Water Authority's (CRMWA) debt. Although the CRMWA debt is not bonded debt, it is a long-term obligation of the City. This obligation represents the City's portion of the CRMWA's debt that was issued to provide the municipal water supply. This debt is paid for out of the Water and Sewer Fund. During 2005, the City participated in two CRMWA debt issues: the 2005 revenue/refunding bonds and the 2005 revenue bonds, which were later refunded in 2012. CRMWA refunded the 2005 Revenue bonds by issuing the 2012 Refunding bonds in the total amount of \$28,535,000. The City's share of these bonds is \$18,415,688. During 2006, CRMWA issued revenue bonds in the amount of \$49,075,000. The City's share of the issue is \$20,359,745. During 2014 the City participated in the 2014 CRMWA refunding bond issue. This issue refunded the 2005 and 2006 revenue issues with the City's share of this issue being \$20,031,387. During 2009, CRMWA issued bonds in the amount of \$21,105,000. The City's share of these bonds is \$8,573,062. During 2017, the City participated in the 2017 CRMWA refunding bond issue. This issue refunded the 2009 issue with the City's share of the refunding issue being \$4,657,198. During 2010, CRMWA refunded two 1999 issues with the following issues: the Bureau of Reclamation Prepayment Project (\$10,520,000) and the Conjunctive Use Groundwater Supply Project revenue refunding bonds (\$5,235,000). The City's share of these bonds is \$4,889,380 and \$3,420,130 respectively. During 2011, CRMWA issued bonds in the amount of \$81,630,000. The City's share of these bonds is \$33,536,053.

During 2009, the City issued \$16,140,000 in Combination Tax and Revenue Certificates of Obligation, Series 2009A, with maturities through 2020 and an average interest coupon of 4.69%. The proceeds of this issue are to help fund the Airport terminal project. The City implemented a Passenger Facility Charge for the repayment of this bond issue.

During 2012, the City issued Certificates of Obligation 2012A and 2012B. The 2012A issue is funded by the Drainage Utility Fund and was issued in the amount of \$6,260,000 with a true interest cost of 1.76% including maturities through 2032. These proceeds have been used to fund drainage utility projects, with the majority of the proceeds funding the Farmers Avenue project. During 2014, the City issued Drainage Utility System Revenue Bonds, Series 2014 in the amount of \$6,080,000 with a true interest cost of 3.23% including maturities through 2034. These proceeds have been used to fund drainage utility projects, with the majority of the proceeds funding the T-Anchor Excavation project. The City anticipates issuing approximately \$10,000,000 in Drainage Utility System Revenue Bonds during 2018/2019 to fund drainage improvements as outlined in a five year capital plan.

The Tax Notes, Series 2014 is funded by the Fleet Services Fund with an issue amount of \$2,650,000, a true interest cost of 0.916% and maturities through 2019. The proceeds from this issue have been used to fund large fleet purchases and the maturity of the issue has been shortened to mirror the life of the capital purchases.

Future Bond Requirements

The following pages also detail the future annual principal and interest requirements for the City's outstanding debt obligations. As of October 1, 2018 through 2048, the City has a total of \$316,820,733 in principal to retire and \$110,254,761 in interest to pay.

Future Bond Sales and Impact on Operating Budget

On November 8, 2016, the citizens of Amarillo voted in a bond election that included seven propositions totaling \$340 million which would allow the City to implement a five year general capital program. The voters Propositions 1 and 2 associated with streets and public safety infrastructure improvements in the total amount of \$109 million. During April 2017, the City issued the first year of five anticipated annual bond issues in the amount of \$21,280,000 and during July 2018, the second issue for \$22,145,000. The City anticipates the third issue of \$19.9 million during April 2019, with the related tax rate impact to be included in the 2019/20 fiscal year budget.

The City Council has also approved year one and two of the Water and Sewer capital improvement plan and approved the first two years funding of revenue bonds with 3% water and sewer fee increases, the first two of five planned similar increases. During 2019, the City anticipates issuing an additional \$20.7 million in Water and Sewer bonds to be used for water and sewer system enhancements and replacements. The City Council has approved funding of revenue bonds with a 3% water and sewer fee

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increase effective October 1, 2018, the third of five planned similar increases.

The City has entered into a development agreement, which has been assigned to the Amarillo Local Government Corporation. The Corporation's charge is to work with a developer on three downtown initiatives: a convention hotel, a parking garage and a multipurpose event venue that will also serve as a minor league ballpark. The City will own all of the facilities. During 2018, the City issued an additional \$38,835,000 in hotel tax revenue bonds to finance the multipurpose event venue.

The hotel developer agreement includes an 80 year lease to the hotel developer with the developer responsible for all maintenance and operations of the facility. The convention hotel opened during September 2017. The Amarillo Local Government Corporation will operate as the developer for the parking garage with the parking garage operations beginning during the summer of 2017. The City Council approved a developer agreement for the multipurpose event venue with the developer responsible for the maintenance and operation of the facilities at no cost to the City during September 2017 and awarded of the MPEV construction contract during October 2017. We anticipate that the MPEV will be open for the April 2019 baseball season.

Currently, approximately 3.5% of the 7% hotel tax revenues are used to offset the operating loss at the Civic Center Complex, which includes the Globe News Center. Also, approximately 3% of the hotel tax is allocated to the Chamber of Commerce's Convention and Visitor Council to promote tourism and conventions in the city. The half percent is used to subsidize events at the Civic Center Complex. Generally, the approximately 3.5% for the Civic Center Complex is more than enough to offset the loss and the balance is transferred to the Civic Center Improvement Fund for future capital needs. Likewise, the City generally does not use all the funds allocated to subsidize events at the Civic Center Complex and those excess funds are also transferred to the Civic Center Improvement Fund. Once the City begins paying the full debt service associated with both of the Hotel Occupancy Tax bond issues, the City anticipates using \$2.5 million of hotel occupancy tax dollars to fund the annual debt service with additional funding anticipated from parking garage revenue and a portion of the annual lease payment from the baseball team.

* Note – The amount reported as total debt service, \$39,227,209, includes \$2,788,616 in Canadian River Municipal Water Authority debt interest payments and \$11,710 in fiscal agent fees. In the Summary of Revenue and Expenditures, these amounts are included as Water and Sewer Fund operating expenses.

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TOTAL INTEREST AND REDEMPTION FUND
STATEMENT OF TOTAL DEBT SERVICE AT OCTOBER 1, 2018

BOND ISSUES	BONDED INDEBTEDNESS			EXPENDITURES		Total
	Date of Issue	Original Issue	Outstanding 10/01/18	Principal	Interest	
Property Tax Supported Debt						
General Obligation Bonds:						
Series 2009	09/03/09	4,825,000	1,845,000	440,000	68,163	508,163
Series 2017 Refunding	01/15/17	15,110,000	13,595,000	1,280,000	543,800	1,823,800
Series 2017	04/01/17	21,280,000	20,980,000	520,000	769,819	1,289,819
Series 2018	07/18/18	22,145,000	22,145,000	445,000	905,521	1,350,521
Combination Tax and Revenue Certificates of Obligation:						
Series 2010	4/15/2010	1,392,000	919,000	67,000	29,367	96,367
Series 2017	1/15/2017	6,940,000	6,570,000	485,000	193,325	678,325
Paying Agency Fees						7,500
Total Property Tax Supported Debt			66,054,000	3,237,000	2,509,994	5,754,494
Debt Serviced by Special Assessments and Other Revenue Sources						
Combination Tax and Revenue Certificates of Obligation:						
Series 2003 - Greenways PID	11/26/2003	620,000	210,000	40,000	7,770	47,770
Series 2006 - Colonies PID	5/24/2006	585,000	286,733	33,037	12,910	45,947
Series 2008A - Greenways PID	7/17/2008	600,000	365,000	30,000	14,980	44,980
Series 2008B - Colonies PID	7/17/2008	1,500,000	905,000	75,000	35,394	110,394
Series 2011A - Golf	2/3/2011	3,750,000	3,100,000	105,000	146,188	251,188
Series 2011B - TIRZ #1	2/3/2011	2,210,000	1,675,000	85,000	86,763	171,763
Series 2014 - Greenways and Colonies PID	4/30/2014	2,260,000	1,915,000	95,000	61,069	156,069
Series 2018 - Colonies PID	7/18/2018	3,000,000	3,000,000	95,000	110,884	205,884
Hotel Occupancy Tax Revenue Bonds, Series 2016	4/13/2016	11,995,000	11,995,000	315,000	457,664	772,664
Hotel Occupancy Tax Revenue Bonds, Series 2018	2/15/2018	38,835,000	38,835,000	-	1,606,133	1,606,133
Paying Agency Fees						7,000
Total Debt Serviced by Special Assessments and Other Revenue			62,286,733	873,037	2,539,753	3,419,790
Water and Sewer Supported Debt						
Combination Tax & Revenue Certificates of Obligation, Series 2009	02/27/09	38,885,000	22,770,000	2,065,000	565,925	2,630,925
Combination Tax & Revenue Certificates of Obligation, Series 2009B	11/24/09	47,400,000	31,695,000	2,015,000	681,972	2,696,972
Combination Tax & Revenue Certificates of Obligation, Series 2009C	02/04/10	18,075,000	11,765,000	905,000	0	905,000
Water & Sewer Revenue Bonds, Series 2011	08/30/11	16,300,000	11,645,000	695,000	441,688	1,136,688
General Obligation Refunding Bonds, Series 2011	08/30/11	5,605,000	2,695,000	505,000	77,075	582,075
Water & Sewer Revenue Bonds, Series 2013	01/22/14	1,310,000	665,000	130,000	3,173	133,173
Water & Sewer Revenue Bonds, Series 2014	01/22/14	8,495,000	6,555,000	385,000	121,476	506,476
Water & Sewer Revenue Bonds, Series 2015	10/02/15	17,195,000	14,675,000	815,000	147,102	962,102
Water & Sewer Revenue Bonds, Series 2015A	10/02/15	21,145,000	16,095,000	1,815,000	503,369	2,318,369
Water & Sewer Revenue Bonds, New Series 2017	04/11/17	31,005,000	29,780,000	1,130,000	1,173,244	2,303,244
Water & Sewer Revenue Bonds, Series 2018A	07/19/18	12,500,000	12,500,000	615,000	97,945	712,945
Water & Sewer Revenue Bonds, Series 2018B	07/19/18	14,610,000	14,610,000	675,000	411,933	1,086,933
Water & Sewer Revenue Bonds, Series 2019 (est.)		28,100,000	28,100,000	1,290,000	509,878	1,799,878
Total Local Water & Sewer Debt			203,550,000	13,040,000	4,734,780	17,774,780
Other Water & Sewer Long Term Debt						
Canadian River Municipal Water Authority (CRMWA)						
2010 Conjunctive Use		3,420,130	734,985	521,567	25,723	* 547,290
2011 Bonds Contract Revenue Bonds		33,536,053	24,831,593	1,538,558	1,173,998	* 2,712,556
2012 Refunding Bonds		18,415,688	16,148,281	531,356	807,414	* 1,338,770
2014 Refunding Bonds		20,031,387	11,927,834	2,597,050	596,392	* 3,193,442
2017 Refunding Bonds		4,657,198	4,590,173	398,594	185,089	* 583,683
Total CRMWA Debt			58,232,866	5,587,125	2,788,616	8,375,741
Paying Agency Fees						* 11,710
Total Water and Sewer Expenditures			261,782,866	18,627,125	7,523,396	26,162,231
Airport Bonds						
Combination Tax & Revenue Certificates of Obligation, Series 2009A	9/3/2009	16,140,000	3,570,000	1,740,000	131,025	* 1,871,025
Total Airport Expenditures			3,570,000	1,740,000	131,025	1,871,025
Drainage Bonds						
Combination Tax & Revenue Certificates of Obligation, Series 2012A	12/12/2012	6,260,000	3,885,000	250,000	77,700	* 327,700
Drainage Utility System Revenue Bonds, Series 2014	4/1/2014	6,080,000	5,120,000	260,000	165,444	* 425,444
Drainage Utility System Revenue Bonds, Series 2019 (est.)		10,000,000	10,000,000	302,425	500,000	* 802,425
Total Drainage Expenditures			19,005,000	812,425	743,144	1,555,569
Fleet Bonds						
Tax Notes, Series 2014	1/15/2014	2,650,000	455,000	455,000	9,100	* 464,100
Total Fleet Expenditures			455,000	455,000	9,100	464,100
Total City of Amarillo Debt Service			413,153,599	25,744,587	13,456,412	39,227,209

* Included in operating budget

CITY OF AMARILLO

COMPUTATION OF LEGAL DEBT MARGIN

October 1, 2018

Assessed Value - 2017 Tax Roll		\$15,314,198,428
Debt Limit --10% of Assessed Roll		\$1,531,419,843
Amount of Debt Applicable to Debt Limit:		
Total Bonded Debt	\$	354,920,733
Less: Assets in Debt Service Fund (as of 09/30/2017)		(981,713)
Less: HOT Revenue Bonds		(50,830,000)
Less: Waterworks Revenue Bonds		(134,625,000)
Less: Drainage Revenue Bonds		<u>(15,120,000)</u>
Total Amount of Debt Applicable to Debt Limit	\$	153,364,020
Pro Forma Legal Debt Margin		\$1,378,055,823

CITY OF AMARILLO

DEBT SERVICE

At October 1, 2018

**Tax Supported Debt Interest and Redemption
Series 2009, 2010, 2017 Refunding, 2017, and 2018**

	ACTUAL 2016/2017	ESTIMATED 2017/2018	ESTIMATED 2018/2019
RESOURCES:			
Balance 10/01/17	905,553	981,713	1,058,718
ADD RECEIPTS:			
Interest Earnings	9,188	22,130	25,000
Ad Valorem Tax Collections	2,789,543	4,455,425	5,149,795
Other	0	0	0
Total Receipts	2,798,731	4,477,555	5,174,795
Total Resources & Receipts	3,704,284	5,459,268	6,233,513
DEDUCT EXPENDITURES:			
Principal Maturities	1,964,000	2,390,000	3,237,000
Interest Maturities	753,001	2,005,001	2,509,995
Paying Agency Fees	5,570	5,550	7,500
Total Expenditures	2,722,571	4,400,551	5,754,495
Reserve for Future Maturities	981,714	1,058,718	479,018

Estimated Tax Rate:

Debt Service Rate Per \$100 Value

Available funds calculation:

Cash & Investments	979,685
(Appreciation)Depreciation in Investments	0
Assets to be converted to Cash	21,118
Less: Liabilies & Encumberances	(19,090)
Less: Certificates of obligation funds	
Less: HOT Revenue Bonds	-----
Balance 10/01/17	<u><u>981,713</u></u>

CITY OF AMARILLO

DEBT SERVICE

At October 1, 2017

**Combination Tax and Revenue Certificates of Obligation
Series 2003, 2006, 2008, 2011, 2014, and 2018**

	ACTUAL 2016/2017	ESTIMATED 2017/2018	ESTIMATED 2018/2019
RESOURCES:			
Balance 10/01/17	1,326	2,781	2,783
ADD RECEIPTS:			
Interest Earnings	0	0	0
Revenue			
Transfers	831,846	835,597	1,040,996
Total Receipts	831,846	835,597	1,040,996
Total Resources & Receipts	833,172	838,378	1,043,779
DEDUCT EXPENDITURES:			
Principal Maturities	435,051	451,509	558,037
Interest Maturities	393,370	381,636	475,958
Paying Agency Fees	1,970	2,450	7,000
Other	0		
Total Expenditures	830,391	835,595	1,040,995
Reserve for Future Maturities	2,781	2,783	2,784

Available funds calculation:

Cash & Investments	2,781
(Appreciation)Depreciation in Investments	
Assets to be converted to Cash	
Less: Liabilities & Encumbrances	
Less: Construction in Progress Balances	-----
Balance 10/01/17	<u><u>2,781</u></u>

CITY OF AMARILLO
DEBT SERVICE
At October 1, 2017
Hotel Occupancy Tax Revenue Bonds
Series 2016 and 2018

	ACTUAL 2016/2017	ESTIMATED 2017/2018	ESTIMATED 2018/2019
RESOURCES:			
Balance 10/01/17	1,144	112,082	113,800
ADD RECEIPTS:			
Interest Earnings Revenue	563	1,718	2,000
Transfers	722,600	1,104,578	2,378,796
Total Receipts	723,163	1,106,296	2,380,796
Total Resources & Receipts	724,307	1,218,378	2,494,596
DEDUCT EXPENDITURES:			
Principal Maturities	0	0	315,000
Interest Maturities	612,225	1,104,578	2,063,796
Paying Agency Fees	0	0	0
Other	0		
Total Expenditures	612,225	1,104,578	2,378,796
Reserve for Future Maturities	112,082	113,800	115,800

Available funds calculation:	
Cash & Investments	112,082
(Appreciation)Depreciation in Investments	
Assets to be converted to Cash	
Less: Liabilies & Encumbrances	
Less: Construction in Progress Balances	-----
Balance 10/01/17	<u><u>112,082</u></u>

CITY OF AMARILLO

INTEREST AND REDEMPTION FUND- GENERAL OBLIGATION DEBT

STATEMENT OF BONDED INDEBTEDNESS AT OCTOBER 1, 2018

AND EXPENDITURES BY ISSUES 2018/19

BOND ISSUES	BOND INDEBTEDNESS			EXPENDITURES 2018/19				
	Date of Issue	Maturities Outstanding	Interest Rate	Original Issue	Outstanding 10/01/18	Principal	Interest	Total
GO, Series 2009	9/3/2009	1,845,000	3.00 - 5.00	4,825,000	1,845,000	440,000	68,163	508,163
GO Ref, Series 2017	1/15/2017	13,595,000	4.00	15,110,000	13,595,000	1,280,000	543,800	1,823,800
GO, Series 2017	4/1/2017	20,980,000	3.00 - 5.00	21,280,000	20,980,000	520,000	769,819	1,289,819
GO, Series 2018	7/18/2018	22,145,000	3.00 - 5.00	22,145,000	22,145,000	445,000	905,521	1,350,521
* Series 2003	11/26/2003	210,000	3.70	620,000	210,000	40,000	7,770	47,770
** Series 2006	5/24/2006	286,733	4.75	585,000	286,733	33,037	12,910	45,947
* Series 2008A	7/17/2008	365,000	4.28	600,000	365,000	30,000	14,980	44,980
** Series 2008B	7/17/2008	905,000	4.08	1,500,000	905,000	75,000	35,394	110,394
*** Series 2010	4/15/2010	919,000	5.81	1,392,000	919,000	67,000	29,367	96,367
**** Series 2011A	2/3/2011	3,100,000	3.50 - 5.25	3,750,000	3,100,000	105,000	146,188	251,188
***** Series 2011B	2/3/2011	1,675,000	3.50 - 6.00	2,210,000	1,675,000	85,000	86,763	171,763
x Series 2014	4/30/2014	1,915,000	2.00 - 3.625	2,260,000	1,915,000	95,000	61,069	156,069
***Series 2017	1/15/2017	6,570,000	3.00 - 3.50	6,940,000	6,570,000	485,000	193,325	678,325
**Series 2018	7/18/2018	3,000,000	3.00 - 3.50	3,000,000	3,000,000	95,000	110,884	205,884
xxHOT Series 2016	4/13/2016	11,995,000	1.85 - 4.25	11,995,000	11,995,000	315,000	457,664	772,664
xxHOT Series 2018	2/15/2018	38,835,000	2.80 - 4.40	38,835,000	38,835,000	-	1,606,133	1,606,133
Paying Agency Fees								7,500
						4,110,037	5,049,747	9,167,284

- * The Combination Tax and Revenue Certificates of Obligation, Series 2003, 2008A, & 2014 Bonds are funded by a Special Assessment to the Greenways Public Improvement District.
- ** The Combination Tax and Revenue Certificates of Obligation, Series 2006, 2008B, 2014, & 2018 Bonds are funded by a Special Assessment to the Colonies Public Improvement District.
- *** The Combination Tax and Revenue Certificates of Obligation, Series 2010 & 2017 Bonds are funded by Property Taxes.
- **** The Combination Tax and Revenue Certificates of Obligation, Series 2011A Bonds are funded by Golf Revenue.
- ***** The Combination Tax and Revenue Certificates of Obligation, Series 2011B Bonds are funded by TIRZ #1.
- x The Combination Tax and Revenue Certificates of Obligation, Series 2014 Bonds are funded by a Special Assessment to the Colonies and the Greenways Public Improvement District.
- xx The Hotel Occupancy Tax Revenue Bonds, Series 2016 and 2018 are funded by hotel occupancy taxes.

CITY OF AMARILLO

SCHEDULE OF MATURITIES

INTEREST AND REDEMPTION FUND - GENERAL OBLIGATION BONDS

Fiscal Year	Outstanding Beginning of Year	Principal	Year Interest	Total
General Obligation Bonds, Series 2009				
October 1, 2018				
2018/19	1,845,000	440,000	68,163	508,163
2019/20	1,405,000	455,000	52,763	507,763
2020/21	950,000	465,000	36,838	501,838
2021/22	485,000	485,000	19,400	504,400
TOTALS		1,845,000	177,163	2,022,163

General Obligation Refunding Bonds, Series 2017

October 1, 2018				
2018/19	13,595,000	1,280,000	543,800	1,823,800
2019/20	12,315,000	1,335,000	492,600	1,827,600
2020/21	10,980,000	1,390,000	439,200	1,829,200
2021/22	9,590,000	1,445,000	383,600	1,828,600
2022/23	8,145,000	1,505,000	325,800	1,830,800
2023/24	6,640,000	1,565,000	265,600	1,830,600
2024/25	5,075,000	1,625,000	203,000	1,828,000
2025/26	3,450,000	1,690,000	138,000	1,828,000
2026/27	1,760,000	1,760,000	70,400	1,830,400
TOTALS		13,595,000	2,862,000	16,457,000

CITY OF AMARILLO

SCHEDULE OF MATURITIES

INTEREST AND REDEMPTION FUND - GENERAL OBLIGATION BONDS

Fiscal Year	Outstanding Beginning of Year	Principal	Year Interest	Total
General Obligation Bonds, Series 2017				
October 1, 2018				
2018/19	20,980,000	520,000	769,819	1,289,819
2019/20	20,460,000	540,000	748,619	1,288,619
2020/21	19,920,000	570,000	723,569	1,293,569
2021/22	19,350,000	595,000	694,444	1,289,444
2022/23	18,755,000	625,000	663,944	1,288,944
2023/24	18,130,000	660,000	631,819	1,291,819
2024/25	17,470,000	695,000	597,944	1,292,944
2025/26	16,775,000	730,000	562,319	1,292,319
2026/27	16,045,000	765,000	524,944	1,289,944
2027/28	15,280,000	800,000	489,819	1,289,819
2028/29	14,480,000	835,000	457,119	1,292,119
2029/30	13,645,000	865,000	427,444	1,292,444
2030/31	12,780,000	890,000	401,119	1,291,119
2031/32	11,890,000	915,000	374,044	1,289,044
2032/33	10,975,000	945,000	345,553	1,290,553
2033/34	10,030,000	975,000	315,553	1,290,553
2034/35	9,055,000	1,005,000	283,988	1,288,988
2035/36	8,050,000	1,040,000	250,756	1,290,756
2036/37	7,010,000	1,075,000	216,388	1,291,388
2037/38	5,935,000	1,110,000	180,881	1,290,881
2038/39	4,825,000	1,145,000	143,522	1,288,522
2039/40	3,680,000	1,185,000	104,203	1,289,203
2040/41	2,495,000	1,225,000	63,534	1,288,534
2041/42	1,270,000	1,270,000	21,431	1,291,431
TOTALS		20,980,000	9,992,772	30,972,772

CITY OF AMARILLO

SCHEDULE OF MATURITIES

INTEREST AND REDEMPTION FUND - GENERAL OBLIGATION BONDS

Fiscal Year	Outstanding Beginning of Year	Principal	Year Interest	Total
General Obligation Bonds, Series 2018				
October 1, 2018				
2018/19	22,145,000	445,000	905,521	1,350,521
2019/20	21,700,000	535,000	817,069	1,352,069
2020/21	21,165,000	560,000	789,694	1,349,694
2021/22	20,605,000	590,000	760,944	1,350,944
2022/23	20,015,000	620,000	730,694	1,350,694
2023/24	19,395,000	650,000	698,944	1,348,944
2024/25	18,745,000	685,000	665,569	1,350,569
2025/26	18,060,000	720,000	630,444	1,350,444
2026/27	17,340,000	760,000	593,444	1,353,444
2027/28	16,580,000	795,000	554,569	1,349,569
2028/29	15,785,000	830,000	522,244	1,352,244
2029/30	14,955,000	855,000	496,969	1,351,969
2030/31	14,100,000	880,000	470,944	1,350,944
2031/32	13,220,000	910,000	443,525	1,353,525
2032/33	12,310,000	935,000	414,113	1,349,113
2033/34	11,375,000	970,000	382,550	1,352,550
2034/35	10,405,000	1,000,000	349,306	1,349,306
2035/36	9,405,000	1,035,000	314,319	1,349,319
2036/37	8,370,000	1,075,000	277,394	1,352,394
2037/38	7,295,000	1,110,000	239,156	1,349,156
2038/39	6,185,000	1,150,000	199,606	1,349,606
2039/40	5,035,000	1,195,000	158,569	1,353,569
2040/41	3,840,000	1,235,000	116,044	1,351,044
2041/42	2,605,000	1,280,000	71,231	1,351,231
2042/43	1,325,000	1,325,000	24,016	1,349,016
TOTALS		22,145,000	11,626,878	33,771,878

CITY OF AMARILLO

SCHEDULE OF MATURITIES

INTEREST AND REDEMPTION FUND

Fiscal	Outstanding Beginning of Year	Principal	Interest	Total
Combination Tax and Revenue Certificates of Obligation, Series 2003				
October 1, 2018				
2018/19	210,000	40,000	7,770	47,770
2019/20	170,000	40,000	6,290	46,290
2020/21	130,000	40,000	4,810	44,810
2021/22	90,000	45,000	3,330	48,330
2022/23	45,000	45,000	1,665	46,665
TOTALS		210,000	23,865	233,865

Combination Tax and Revenue Certificates of Obligation, Series 2006

October 1, 2018				
2018/19	286,733	33,037	12,910	45,947
2019/20	253,696	34,643	11,303	45,946
2020/21	219,053	36,325	9,621	45,946
2021/22	182,728	38,088	7,857	45,945
2022/23	144,640	39,936	6,008	45,944
2023/24	104,704	41,875	4,070	45,945
2024/25	62,829	43,909	2,037	45,946
2025/26	18,920	18,920	225	19,145
TOTALS		286,733	54,031	340,764

CITY OF AMARILLO

SCHEDULE OF MATURITIES

INTEREST AND REDEMPTION FUND

Fiscal	Outstanding Beginning of Year	Principal	Interest	Total
Combination Tax and Revenue Certificates of Obligation, Series 2008A				
October 1, 2018				
2018/19	365,000	30,000	14,980	44,980
2019/20	335,000	30,000	13,696	43,696
2020/21	305,000	35,000	12,305	47,305
2021/22	270,000	35,000	10,807	45,807
2022/23	235,000	35,000	9,309	44,309
2023/24	200,000	35,000	7,811	42,811
2024/25	165,000	40,000	6,206	46,206
2025/26	125,000	40,000	4,494	44,494
2026/27	85,000	40,000	2,782	42,782
2027/28	45,000	45,000	963	45,963
TOTALS		365,000	83,353	448,353

Combination Tax and Revenue Certificates of Obligation, Series 2008B

Fiscal	Outstanding Beginning of Year	Principal	Interest	Total
October 1, 2018				
2018/19	905,000	75,000	35,394	110,394
2019/20	830,000	75,000	32,334	107,334
2020/21	755,000	80,000	29,172	109,172
2021/22	675,000	85,000	25,806	110,806
2022/23	590,000	90,000	22,236	112,236
2023/24	500,000	90,000	18,564	108,564
2024/25	410,000	95,000	14,790	109,790
2025/26	315,000	100,000	10,812	110,812
2026/27	215,000	105,000	6,630	111,630
2027/28	110,000	110,000	2,244	112,244
TOTALS		905,000	197,982	1,102,982

CITY OF AMARILLO

SCHEDULE OF MATURITIES

INTEREST AND REDEMPTION FUND

Fiscal	Outstanding Beginning of Year	Principal	Interest	Total
	Combination Tax and Revenue Certificates of Obligation, Series 2010			
	October 1, 2018			
2018/19	919,000	67,000	29,367	96,367
2019/20	852,000	69,000	27,226	96,226
2020/21	783,000	70,000	25,021	95,021
2021/22	713,000	72,000	22,784	94,784
2022/23	641,000	73,000	20,483	93,483
2023/24	568,000	75,000	18,150	93,150
2024/25	493,000	77,000	15,754	92,754
2025/26	416,000	78,000	13,293	91,293
2026/27	338,000	81,000	10,801	91,801
2027/28	257,000	83,000	8,212	91,212
2028/29	174,000	86,000	5,560	91,560
2029/30	88,000	88,000	2,812	90,812
TOTALS		919,000	199,463	1,118,463

CITY OF AMARILLO

SCHEDULE OF MATURITIES

INTEREST AND REDEMPTION FUND

Fiscal	Outstanding Beginning of Year	Principal	Interest	Total
October 1, 2018				
2018/19	3,100,000	105,000	146,188	251,188
2019/20	2,995,000	110,000	142,425	252,425
2020/21	2,885,000	115,000	138,344	253,344
2021/22	2,770,000	120,000	133,788	253,788
2022/23	2,650,000	125,000	128,888	253,888
2023/24	2,525,000	130,000	123,625	253,625
2024/25	2,395,000	135,000	117,825	252,825
2025/26	2,260,000	140,000	111,638	251,638
2026/27	2,120,000	150,000	104,925	254,925
2027/28	1,970,000	155,000	97,681	252,681
2028/29	1,815,000	165,000	89,875	254,875
2029/30	1,650,000	170,000	81,500	251,500
2030/31	1,480,000	180,000	72,750	252,750
2031/32	1,300,000	190,000	63,263	253,263
2032/33	1,110,000	200,000	53,025	253,025
2033/34	910,000	210,000	42,263	252,263
2034/35	700,000	220,000	30,975	250,975
2035/36	480,000	235,000	19,031	254,031
2036/37	245,000	245,000	6,431	251,431
TOTALS		3,100,000	1,704,438	4,804,438

CITY OF AMARILLO

SCHEDULE OF MATURITIES

INTEREST AND REDEMPTION FUND

Fiscal	Outstanding Beginning of Year	Principal	Interest	Total
	Combination Tax and Revenue Certificates of Obligation, Series 2011B			
	October 1, 2018			
2018/19	1,675,000	85,000	86,763	171,763
2019/20	1,590,000	90,000	83,700	173,700
2020/21	1,500,000	95,000	80,344	175,344
2021/22	1,405,000	95,000	76,663	171,663
2022/23	1,310,000	100,000	72,763	172,763
2023/24	1,210,000	105,000	68,531	173,531
2024/25	1,105,000	110,000	63,000	173,000
2025/26	995,000	115,000	56,250	171,250
2026/27	880,000	125,000	49,050	174,050
2027/28	755,000	135,000	41,250	176,250
2028/29	620,000	140,000	33,000	173,000
2029/30	480,000	150,000	24,300	174,300
2030/31	330,000	160,000	15,000	175,000
2031/32	170,000	170,000	5,100	175,100
TOTALS		1,675,000	755,713	2,430,713

CITY OF AMARILLO

SCHEDULE OF MATURITIES

INTEREST AND REDEMPTION FUND

Fiscal	Outstanding Beginning of Year	Principal	Interest	Total
	Combination Tax and Revenue Certificates of Obligation, Series 2014			
	October 1, 2018			
2018/19	1,915,000	95,000	61,069	156,069
2019/20	1,820,000	95,000	58,219	153,219
2020/21	1,725,000	100,000	55,369	155,369
2021/22	1,625,000	105,000	52,369	157,369
2022/23	1,520,000	105,000	50,006	155,006
2023/24	1,415,000	110,000	46,856	156,856
2024/25	1,305,000	110,000	43,556	153,556
2025/26	1,195,000	115,000	40,256	155,256
2026/27	1,080,000	120,000	36,806	156,806
2027/28	960,000	125,000	33,206	158,206
2028/29	835,000	125,000	29,300	154,300
2029/30	710,000	130,000	25,237	155,237
2030/31	580,000	140,000	20,850	160,850
2031/32	440,000	140,000	15,950	155,950
2032/33	300,000	145,000	10,875	155,875
2033/34	155,000	155,000	5,619	160,619
TOTALS		1,915,000	585,543	2,500,543

CITY OF AMARILLO

SCHEDULE OF MATURITIES

INTEREST AND REDEMPTION FUND

Fiscal	Outstanding Beginning of Year	Principal	Interest	Total
	Combination Tax and Revenue Certificates of Obligation, Series 2017			
	October 1, 2018			
2018/19	6,570,000	485,000	193,325	678,325
2019/20	6,085,000	505,000	178,475	683,475
2020/21	5,580,000	520,000	163,100	683,100
2021/22	5,060,000	530,000	147,350	677,350
2022/23	4,530,000	550,000	131,150	681,150
2023/24	3,980,000	565,000	114,425	679,425
2024/25	3,415,000	580,000	97,250	677,250
2025/26	2,835,000	600,000	79,550	679,550
2026/27	2,235,000	620,000	61,250	681,250
2027/28	1,615,000	140,000	49,850	189,850
2028/29	1,475,000	145,000	45,575	190,575
2029/30	1,330,000	150,000	41,150	191,150
2030/31	1,180,000	155,000	36,575	191,575
2031/32	1,025,000	155,000	31,828	186,828
2032/33	870,000	160,000	26,806	186,806
2033/34	710,000	170,000	21,444	191,444
2034/35	540,000	175,000	15,728	190,728
2035/36	365,000	180,000	9,625	189,625
2036/37	185,000	185,000	3,238	188,238
TOTALS		6,570,000	1,447,694	8,017,694

CITY OF AMARILLO

SCHEDULE OF MATURITIES

INTEREST AND REDEMPTION FUND

Fiscal	Outstanding Beginning of Year	Principal	Interest	Total
	Combination Tax and Revenue Certificates of Obligation, Series 2018			
	October 1, 2018			
2018/19	3,000,000	95,000	110,884	205,884
2019/20	2,905,000	110,000	100,481	210,481
2020/21	2,795,000	110,000	96,631	206,631
2021/22	2,685,000	115,000	92,131	207,131
2022/23	2,570,000	120,000	87,431	207,431
2023/24	2,450,000	125,000	82,531	207,531
2024/25	2,325,000	130,000	77,431	207,431
2025/26	2,195,000	135,000	72,131	207,131
2026/27	2,060,000	140,000	66,631	206,631
2027/28	1,920,000	150,000	60,831	210,831
2028/29	1,770,000	155,000	55,506	210,506
2029/30	1,615,000	155,000	50,856	205,856
2030/31	1,460,000	160,000	46,131	206,131
2031/32	1,300,000	165,000	41,050	206,050
2032/33	1,135,000	175,000	35,525	210,525
2033/34	960,000	180,000	29,756	209,756
2034/35	780,000	185,000	23,709	208,709
2035/36	595,000	190,000	17,381	207,381
2036/37	405,000	200,000	10,675	210,675
2037/38	205,000	205,000	3,588	208,588
TOTALS		3,000,000	1,161,290	4,161,290

CITY OF AMARILLO

SCHEDULE OF MATURITIES

INTEREST AND REDEMPTION FUND

Fiscal	Outstanding Beginning of Year	Principal	Interest	Total
Hotel Occupancy Tax Revenue Bonds, Series 2016				
October 1, 2018				
2018/19	11,995,000	315,000	457,664	772,664
2019/20	11,680,000	320,000	451,836	771,836
2020/21	11,360,000	330,000	444,956	774,956
2021/22	11,030,000	335,000	437,201	772,201
2022/23	10,695,000	345,000	428,357	773,357
2023/24	10,350,000	355,000	418,249	773,249
2024/25	9,995,000	365,000	407,350	772,350
2025/26	9,630,000	375,000	395,670	770,670
2026/27	9,255,000	390,000	383,108	773,108
2027/28	8,865,000	405,000	368,132	773,132
2028/29	8,460,000	420,000	352,580	772,580
2029/30	8,040,000	435,000	336,452	771,452
2030/31	7,605,000	455,000	319,748	774,748
2031/32	7,150,000	470,000	301,229	771,229
2032/33	6,680,000	490,000	282,100	772,100
2033/34	6,190,000	510,000	262,157	772,157
2034/35	5,680,000	530,000	241,400	771,400
2035/36	5,150,000	555,000	218,875	773,875
2036/37	4,595,000	580,000	195,288	775,288
2037/38	4,015,000	600,000	170,638	770,638
2038/39	3,415,000	630,000	145,138	775,138
2039/40	2,785,000	655,000	118,363	773,363
2040/41	2,130,000	680,000	90,525	770,525
2041/42	1,450,000	710,000	61,625	771,625
2042/43	740,000	740,000	31,450	771,450
TOTALS		11,995,000	7,320,086	19,315,086

CITY OF AMARILLO

SCHEDULE OF MATURITIES

INTEREST AND REDEMPTION FUND

Fiscal	Outstanding Beginning of Year	Principal	Interest	Total
	Hotel Occupancy Tax Revenue Bonds, Series 2018			
	October 1, 2018			
2018/19	38,835,000	0	1,606,133	1,606,133
2019/20	38,835,000	0	1,606,133	1,606,133
2020/21	38,835,000	800,000	1,606,133	2,406,133
2021/22	38,035,000	820,000	1,583,733	2,403,733
2022/23	37,215,000	845,000	1,558,723	2,403,723
2023/24	36,370,000	870,000	1,531,683	2,401,683
2024/25	35,500,000	900,000	1,502,103	2,402,103
2025/26	34,600,000	935,000	1,470,153	2,405,153
2026/27	33,665,000	970,000	1,436,025	2,406,025
2027/28	32,695,000	1,005,000	1,399,650	2,404,650
2028/29	31,690,000	1,045,000	1,360,958	2,405,958
2029/30	30,645,000	1,085,000	1,319,680	2,404,680
2030/31	29,560,000	1,130,000	1,276,280	2,406,280
2031/32	28,430,000	1,175,000	1,230,515	2,405,515
2032/33	27,255,000	1,220,000	1,182,340	2,402,340
2033/34	26,035,000	1,270,000	1,131,710	2,401,710
2034/35	24,765,000	1,325,000	1,078,370	2,403,370
2035/36	23,440,000	1,380,000	1,022,720	2,402,720
2036/37	22,060,000	1,440,000	964,760	2,404,760
2037/38	20,620,000	1,500,000	904,280	2,404,280
2038/39	19,120,000	1,565,000	841,280	2,406,280
2039/40	17,555,000	1,630,000	772,420	2,402,420
2040/41	15,925,000	1,705,000	700,700	2,405,700
2041/42	14,220,000	1,780,000	625,680	2,405,680
2042/43	12,440,000	1,855,000	547,360	2,402,360
2043/44	10,585,000	1,940,000	465,740	2,405,740
2044/45	8,645,000	2,025,000	380,380	2,405,380
2045/46	6,620,000	2,110,000	291,280	2,401,280
2046/47	4,510,000	2,205,000	198,440	2,403,440
2047/48	2,305,000	2,305,000	101,420	2,406,420
TOTALS		38,835,000	31,696,778	70,531,778

CITY OF AMARILLO

DEBT SERVICE

PROVISION FOR COMPENSATED ABSENCES

	ACTUAL 2016/2017	ESTIMATED 2017/2018	PROPOSED 2018/2019
RESOURCES:			
Balance 10/01/17	4,858,766	3,506,122	1,642,345
ADD RECEIPTS			
Interest Earnings	29,514	29,632	27,600
Operating Transfers	0	0	0
Other	-5,105	0	0
Total Receipts	24,409	29,632	27,600
Total Resources & Receipts	4,883,175	3,535,754	1,669,945
DEDUCT EXPENDITURES:			
Compensated Absences	1,374,058	1,863,194	1,666,879
Operating Transfers	8,100	30,214	0
Total Expenditures	1,382,158	1,893,408	1,666,879
Reserve for Future Compensated Absences	3,506,122	1,642,345	3,067
Available funds calculation:			
Cash & Investments		3,489,866	
(Appreciation)Depreciation in Investments		5,105	
Assets to be converted to Cash		11,151	
Less: Liabilies & Encumbrances		0	
Less: Construction in Progress Balances		-----	
Balance 10/01/17		<u><u>3,506,122</u></u>	

CITY OF AMARILLO

INTEREST AND REDEMPTION FUND - WATER REVENUE

STATEMENT OF BONDED INDEBTEDNESS AT OCTOBER 1, 2018

BONDED INDEBTEDNESS					EXPENDITURES			
BOND ISSUES	Date of Issue	Maturities Outstanding	Interest Rate	Original Issue	Outstanding 10/01/18	Principal	Interest	Total
Combination Tax & Revenue Certificates of Obligation, Series 2009	02/27/09	05/15/19-28	0.148 - 3.018	38,885,000	22,770,000	2,065,000	565,925	2,630,925
Combination Tax & Revenue Certificates of Obligation, Series 2009B	11/24/09	05/15/19-29	0.021 - 2.587	47,400,000	31,695,000	2,015,000	681,972	2,696,972
Combination Tax & Revenue Certificates of Obligation, Series 2009C	02/04/10	05/15/19-31	0.00	18,075,000	11,765,000	905,000	0	905,000
Water & Sewer Revenue Bonds, Series 2011	08/30/11	04/01/2019-31	2.00 - 4.125	16,300,000	11,645,000	695,000	441,688	1,136,688
General Obligation Refunding Bonds, Series 2011	08/30/11	04/01/2019-23	2.00 - 3.125	5,605,000	2,695,000	505,000	77,075	582,075
Water & Sewer Revenue Bonds, Series 2013	01/22/14	04/01/2019-33	0.01 - 0.85	1,310,000	665,000	130,000	3,173	133,173
Water & Sewer Revenue Bonds, Series 2014	01/22/14	04/01/2019-33	0.36 - 2.62	8,495,000	6,555,000	385,000	121,476	506,476
Water & Sewer Revenue Bonds, Series 2015	10/2/2015	04/01/2019-35	0.50 - 1.59	17,195,000	14,675,000	815,000	147,102	962,102
Water & Sewer Revenue Bonds, Series 2015A	10/2/2015	04/01/2019-35	2.00 - 4.00	21,145,000	16,095,000	1,815,000	503,369	2,318,369
Water & Sewer Revenue Bonds, New Series 2017	4/11/2017	04/01/2019-36	3.00 - 5.00	31,005,000	29,780,000	1,130,000	1,173,244	2,303,244
Water & Sewer Revenue Bonds, Series 2018A	7/19/2018	04/01/2019-36	0.17 - 1.60	12,500,000	12,500,000	615,000	97,945	712,945
Water & Sewer Revenue Bonds, Series 2018B	7/19/2018	04/01/2019-38	3.00 - 5.00	14,610,000	14,610,000	675,000	411,933	1,086,933
Water & Sewer Revenue Bonds, Series 2019 (est.)			Estimated	28,100,000	28,100,000	1,290,000	509,878	1,799,878
Total Water & Sewer				260,625,000	203,550,000	13,040,000	4,734,780	17,774,780
OTHER LONG TERM DEBT								
Canadian River Municipal Water Authority (CRMWA)								
2010 Conjunctive Use		02/15/2019-20	Various	3,420,130	734,985	521,567	25,723 *	547,290
2011 Bonds Contract Revenue Bonds		08/15/2019-31	Various	33,536,053	24,831,593	1,538,558	1,173,998 *	2,712,556
2012 Refunding Bonds		02/15/2019-25	Various	18,415,688	16,148,281	531,356	807,414 *	1,338,770
2014 Refunding Bonds		02/15/2019-27	Various	20,031,387	11,927,834	2,597,050	596,392 *	3,193,442
2017 Refunding Bonds		02/15/2019-29	Various	4,657,198	4,590,173	398,594	185,089 *	583,683
Paying Agency Fees							*	11,710
Total Expenditures								26,162,231
CURRENT RESERVE REQUIREMENTS								2,495,111
Total Principal Payments						18,627,125		

Note:

The Water and Sewer 2013, 2014, 2015, and 2018A issues require a reserve fund of \$2,345,350 which has been fully funded.

* Included in operating budget

CITY OF AMARILLO

SCHEDULE OF MATURITIES

INTEREST AND REDEMPTION FUND - WATER

2019/2037

Fiscal	Outstanding Beginning of Year	Principal	Year Interest	Total
2018/19	175,450,000	11,750,000	4,224,901	15,974,901
2019/20	163,700,000	11,770,000	4,249,146	16,019,146
2020/21	151,930,000	12,005,000	4,027,638	16,032,638
2021/22	139,925,000	12,275,000	3,771,135	16,046,135
2022/23	127,650,000	12,580,000	3,467,077	16,047,077
2023/24	115,070,000	12,475,000	3,136,534	15,611,534
2024/25	102,595,000	12,815,000	2,802,245	15,617,245
2025/26	89,780,000	13,090,000	2,439,215	15,529,215
2026/27	76,690,000	13,350,000	2,077,704	15,427,704
2027/28	63,340,000	12,320,000	1,703,535	14,023,535
2028/29	51,020,000	10,030,000	1,367,428	11,397,428
2029/30	40,990,000	6,825,000	1,095,474	7,920,474
2030/31	34,165,000	6,910,000	926,516	7,836,516
2031/32	27,255,000	4,980,000	752,520	5,732,520
2032/33	22,275,000	4,670,000	620,700	5,290,700
2033/34	17,605,000	4,290,000	495,958	4,785,958
2034/35	13,315,000	4,410,000	379,992	4,789,992
2035/36	8,905,000	3,560,000	261,828	3,821,828
2036/37	5,345,000	3,665,000	155,345	3,820,345
2037/38	1,680,000	1,680,000	45,405	1,725,405
TOTALS		175,450,000	38,000,296	213,450,296

CITY OF AMARILLO

INTEREST AND REDEMPTION FUND - AIRPORT FUND

STATEMENT OF BONDED INDEBTEDNESS AT OCTOBER 1, 2018

BONDED INDEBTEDNESS					EXPENDITURES			
BOND ISSUES	Date of Issue	Maturities Outstanding	Interest Rate	Original Issue	Outstanding 10/01/18	Principal	Interest	Total
Combination Tax & Revenue Certificates of Obligation, Series 2009A	09/03/09	2019 thru 2020	5.00, 3.00, 4.00, 4.705, 5.00, 4.241, 5.00, 5.00, 4.783	16,140,000	3,570,000	1,740,000	131,025 *	1,871,025
Total Principal Payments						1,740,000		

* Included in operating budget

CITY OF AMARILLO

SCHEDULE OF MATURITIES

INTEREST AND REDEMPTION FUND - AIRPORT

Fiscal	Outstanding Beginning of Year	2019/2020		
		Principal	Year Interest	Total
2018/19	3,570,000	1,740,000	131,025	1,871,025
2019/20	1,830,000	1,830,000	43,763	1,873,763
TOTALS		3,570,000	174,788	3,744,788

CITY OF AMARILLO

INTEREST AND REDEMPTION FUND - DRAINAGE UTILITY FUND

STATEMENT OF BONDED INDEBTEDNESS AT OCTOBER 1, 2018

BONDED INDEBTEDNESS					EXPENDITURES			
BOND ISSUES	Date of Issue	Maturities Outstanding	Interest Rate	Original Issue	Outstanding 10/01/18	Principal	Interest	Total
Combination Tax & Revenue Certificates of Obligation, Series 2012A	12/12/12	08/15/2019-32	1.00% - 2.00%	6,260,000	3,885,000	250,000	77,700 *	327,700
Drainage Utility System Revenue Bonds, Series 2014	04/01/14	08/15/2019-34	2.00% - 3.75%	6,080,000	5,120,000	260,000	165,444 *	425,444
Drainage Utility System Revenue Bonds, Series 2019 (est.)			estimated	10,000,000	10,000,000	302,425	500,000 *	802,425
				Total Principal Payments		812,425	743,144	1,555,569

* Included in operating budget

CITY OF AMARILLO

SCHEDULE OF MATURITIES

INTEREST AND REDEMPTION FUND - DRAINAGE UTILITY

Fiscal	Outstanding Beginning of Year	2019/2034		
		Principal	Year Interest	Total
2018/19	9,005,000	510,000	243,144	753,144
2019/20	8,495,000	515,000	230,344	745,344
2020/21	7,980,000	520,000	217,394	737,394
2021/22	7,460,000	535,000	204,344	739,344
2022/23	6,925,000	540,000	190,894	730,894
2023/24	6,385,000	555,000	177,294	732,294
2024/25	5,830,000	565,000	163,294	728,294
2025/26	5,265,000	580,000	149,044	729,044
2026/27	4,685,000	600,000	134,394	734,394
2027/28	4,085,000	620,000	119,244	739,244
2028/29	3,465,000	635,000	103,131	738,131
2029/30	2,830,000	650,000	86,181	736,181
2030/31	2,180,000	675,000	68,369	743,369
2031/32	1,505,000	700,000	49,394	749,394
2032/33	805,000	395,000	29,694	424,694
2033/34	410,000	410,000	15,375	425,375
TOTALS		9,005,000	2,181,531	11,186,531

CITY OF AMARILLO

INTEREST AND REDEMPTION FUND - FLEET SERVICES FUND

STATEMENT OF BONDED INDEBTEDNESS AT OCTOBER 1, 2018

BONDED INDEBTEDNESS					EXPENDITURES			
BOND ISSUES	Date of Issue	Maturities Outstanding	Interest Rate	Original Issue	Outstanding 10/01/18	Principal	Interest	Total
Tax Notes, Series 2014	01/15/14	8/15/2019	0.20% to 2.00%	2,650,000	455,000	455,000	9,100 *	464,100
Total Principal Payments						455,000	9,100	464,100

* Included in operating budget

CITY OF AMARILLO

SCHEDULE OF MATURITIES

INTEREST AND REDEMPTION FUND - FLEET SERVICES

Fiscal	Outstanding Beginning of Year	2019		Total
		Principal	Year Interest	
2018/19	455,000	455,000	9,100	464,100
TOTALS		455,000	9,100	464,100

CITY OF AMARILLO
CAPITAL PROJECTS

The City's Capital Improvement Plan represents the staff's determination of projects that need to be completed during the next five years to improve the quality of life for all our citizens and to improve our present service delivery system. Funding for the 2018/2019 portion of this Capital Improvement Plan has been approved in the City's annual fiscal year budget. Funding for the remaining portion of the plan will be determined on an annual basis depending upon available financial resources and our changing needs and priorities.

CAPITAL PROJECTS FUND

General Construction -- To account for traffic engineering and other miscellaneous construction funded primarily by the general revenues of the City. This fund also accounts for costs of construction of various improvements to the City's parks which, in recent years, have been financed primarily by general revenues and, in some instances, by intergovernmental grants. The General Construction Fund is also used to account for general revenues designated for replacement of existing buildings, improvements and equipment, and for similar projects.

Street Assessments Fund -- To account for the construction of streets and alleys which are financed primarily by property owner participation.

Street Improvement Fund -- To account for improvements being made to major thoroughfares as well as the storm sewer system of the City which is financed by general revenues, augmented in some instances by property owner participation.

Golf Course Improvement Fund -- To account for the portion of green fees designated for improvements to the public golf courses.

Solid Waste Disposal Improvement Fund -- To account for costs of improvements to the City's solid waste disposal facilities, which in recent years have primarily been financed by general revenues.

T-Anchor-Bivins Improvement Fund -- To account for sales of City land, the proceeds of which are designated for future betterments to the historic Bivins home. This historic home is owned by the City and rented to the Amarillo Chamber of Commerce and other community service organizations.

Civic Center Improvement Fund -- To account for improvements to the Civic Center Complex which are financed by motel tax receipts.

METHODS OF FINANCING CAPITAL IMPROVEMENT PROJECTS

General Fund

The General Fund is the financing of improvements from revenues such as general taxation, fees, or service charges.

Earmarked Funds

With earmarked funds, monies are accumulated in advance or set aside for capital construction or purchase. The accumulation may result from a surplus of earmarked operational revenues, funds in depreciation reserves, or the sale of capital assets.

Certificates of Obligation Bonds

With certificates of obligation bonds, the taxing power of the jurisdiction is pledged to pay interest and retire the debt. Certificates of obligation bonds can be sold to finance permanent types of improvements such as municipal buildings, parks, and recreation facilities.

General Obligation Bonds

With general obligation bonds, the taxing power of the jurisdiction is pledged to pay interest and retire the debt. General obligation bonds can be sold to finance permanent types of improvements such as municipal buildings, parks, and recreation facilities. Voter approval is required.

Revenue Bonds

Revenue bonds are frequently sold for projects that produce revenues, such as water and sewer systems. Voter approval is not required.

Lease-Purchase

The lease-purchase method requires the City to prepare specifications for a needed expenditure. The equipment is then leased by the municipality. At the end of the lease period, the title to the equipment can be conveyed to the municipality without any future payments.

Special Assessments

Public works that benefit particular properties may be financed more equitably by special assessment, i.e. paid by those who directly benefit.

State and Federal Grants

CITY OF AMARILLO

State and federal grant-in-aid programs are available to finance a number of programs. These may include streets, water and sewer facilities, airports, parks and playgrounds, etc. The cost of funding these facilities may be borne completely by grant funds or a local share may be required.

Enterprise Funds

Funds established from the delivery of specific services where the money paid to administer the services, and the expenses as a result of providing services, are accounted for separate from the General Fund budget of the City.

FUNCTIONS OF THE CAPITAL IMPROVEMENT PROGRAM

Estimating capital requirements, budgeting priority projects and identifying revenue sources for proposed improvements.

Scheduling all capital projects over a fixed period with appropriate planning, implementation, and informing the public of projected capital improvements.

Coordinating the activities of various departments in meeting project schedules.

Monitoring and evaluating the progress of capital projects.

CAPITAL IMPROVEMENT DEFINITIONS

Capital Improvement Project

Any expenditure of public funds for the purchase, construction, rehabilitation, replacement, or expansion of the physical assets of the community when the project is relatively large in size, expensive, long-term, and permanent. A capital improvement project should have a useful life of over five years and a unit value of at least \$25,000. Some common examples include streets, libraries, tennis courts, signal systems, fire stations, water and sewer lines, and fire engines. Capital Improvement Projects should not include expenditures for equipment or services that management defines as operating budget items and which should be financed out of current revenue.

Capital Improvement Program

A five-year scheduling of public physical improvements to be constructed with estimated resources available to finance the projected expenditures.

Capital Improvement Budget

Improvements programmed for the next fiscal year and adopted as part of the normal budget process of the City. It is shown as year number one of the Capital Improvements Program.

CAPITAL PROJECTS

Many of the City projects are maintenance and annual replacement projects that may have an impact but are absorbed by the existing operating budgets. The City continues to face an aging infrastructure. The City has included \$0.9 million funded from the Civic Center improvement fund for various enhancements to the Civic Center, \$1.1 million to complete various improvements to the Landfill, \$0.9 million for various IT hardware and software purchases, and \$6.8 million for routine replacements of rolling stock. In November 2016, the City held a \$340 million general obligation bond election which included seven propositions: Streets, Public Safety, Municipal Facilities, Neighborhood Parks, Civic Center Improvements, Fleet Services and Athletic Facilities. Voters approved two of these propositions: Streets and Public Safety. As a result, \$10.3 million has been included to enhance the Animal Management & Welfare facility and construct two new fire stations, a fire shop, and purchase various equipment needed by the fire department. Additionally, \$8.3 million has been included to address needs of aged street and traffic control infrastructure and \$1.3 million has been included to address various other City needs.

The City's General Fund capital program includes \$2.0 million to continue funding of an upgrade to the Public Safety CAD system, \$0.5 million for the continued upgrade of the City's radio communication system, \$0.4 million to replace Transit buses, \$0.3 million for a rewrite of the City's Zoning Ordinances, \$0.3 million for Facilities capital maintenance, \$0.3 million for various Fire Operations Grants, and \$0.1 million for Park Maintenance equipment and improvements. The City Water and Wastewater Utility, or Utilities Fund includes \$34.4 million in capital projects, partially funded with anticipated bond proceeds of \$29.1 million. The City Council has approved a 3% rate increase to fund the capital program. The City estimates a 15% rate increase spread equitable over five years to fund just over \$140.0 million in improvements during that same time period. 2018/2019 is the third year of this five-year period. Amarillo now has nearly 1,166 miles of water mains in the City and an additional 985 miles of wastewater mains. The City's water and wastewater systems are very robust and have excellent capacity. Efforts will continue to focus on addressing aging infrastructure and ensuring future capacity.

The Drainage Utility Fund allows us to address improvements to the storm water drainage system. We anticipate addressing capital needs in the approximate amount of \$11.7 million for the 2018/2019 year, partially funded with anticipated bond proceeds of \$10.0 million. Projects will include maintenance and extensions to the storm sewer drainage system. The City Council has approved a 4% rate increase to help fund the capital program.

The Airport Fund includes \$7.7 million in capital projects, partially funded with anticipated federal and state grant awards in the amount of \$6.1 million. Projects include various enhancements and maintenance needed to the terminal and airfield.

CAPITAL PROJECTS OPERATING IMPACTS

We have not identified any quantifiable operating impacts within the 2018-2019 annual budget. However we anticipate operating impacts in future periods as projects reach completion. The Fire Station 9 project is a replacement of an existing fire station and will have an estimated annual utilities and maintenance operating increase of \$8,500 once completed. The station completion will also require the one-time purchase of furniture and fixtures costing approximately \$75,000. Fire Station 5 will require 15 additional personnel with five positions added during the current year. The City anticipates that the additional 10 positions will be phased in over the next two budget years. Once fully staffed the estimated impact is approximately \$1.2 million annually. In addition these new personnel will require equipment and clothing at a cost of \$30,000 annually as they are added on and then annual upkeep and maintenance of approximately \$20,000 after that. The new station will also require fuel and maintenance on a new ladder truck for approximately \$90,000 annually as well as one-time equipment purchases to outfit the truck of \$110,000. The station will also require a one-time purchase of furniture and fixtures of \$105,000. The purchase of new updated fire equipment will require the replacement of the Fire Department's spare parts inventory as the old equipment is being phased out due to changes in best practices and regulations. The new equipment will require annual upkeep increases of approximately \$2,500. The construction of a central compost facility at the landfill may require additional personnel in the future. As of now the operation can be absorbed in the department's current budget. However, in future year's additional staff may be required to maintain efficient and effective operations. The expansion of the Animal Management and Welfare facilities will have minimal operating budget impacts as the current staffing level will not have to be expanded due to these projects. Projects in the Water & Sewer system will have minimal operating impact as most are rehabilitation or maintenance related. Airport Improvement projects are not expected to have a major operational impact either as these projects are mostly related to maintenance and rehabilitation of the current Airport property. Drainage projects will have a minimal impact with expected future operating cost increases of approximately \$10,000 in increased maintenance and operations costs. The Fleet Services and IT projects will also have minimal future operating impacts as these are replacement projects.



CITY OF AMARILLO
SUMMARY OF RESOURCES AND EXPENDITURES
CITY OF AMARILLO
CAPITAL PROJECTS FUNDS
FISCAL YEAR 2018/2019

	Total	Interfund Transfers	General Construction	Street Assessments	Street Improvement	Golf Course Improvement	Solid Waste Disposal Improvement	Bivins Improvement	Civic Center Improvement	General Obligation Projects
Balance 10/01/17 (See Below)	22,269,772		7,522,032	65,430	762,583	0	407,491	227,982	4,090,236	9,194,018
Fiscal Year 2017/2018										
Add:										
Bond Proceeds	22,400,000									22,400,000
Operating Transfers	42,512,653	0	250,000	0	1,200,000	11,775	600,000	0	40,159,878	291,000
Grant and Other Revenue	870,672		3,420	1,924	3,877	252,140	58,083	1,227	300,000	250,000
Deduct:										
Capital Expenditures And Amounts Committed	(75,041,079)	0	(2,199,601)	(65,000)	(1,633,316)	0	175,624	0	(40,272,262)	(31,046,524)
Operating Transfers	(2,848,860)		(154,667)	0	(3,877)	(256,088)	(840,775)	0	(1,593,453)	
Balance 10/01/18	10,163,158	0	5,421,184	2,354	329,267	7,827	400,423	229,209	2,684,399	1,088,494
Fiscal Year 2018/2019										
Add:										
Bond Proceeds	19,930,963		0							19,930,963
Operating Transfers	6,313,786	0	3,050,000	0	0	11,775	1,000,000	0	2,252,011	
Grant and Other Revenue	1,517,072		747,992	0	3,500	263,353	51,000	1,227	200,000	250,000
Deduct:										
Capital Expenditures	(25,803,408)		(3,904,465)	0	0	0	(1,070,707)	0	(897,273)	(19,930,963)
Operating Transfers	(2,819,904)		(184,420)	0	(3,500)	(253,188)	0	0	(2,378,796)	
Balance 10/01/19	9,301,667	0	5,130,291	2,354	329,267	29,767	380,716	230,436	1,860,341	1,338,494

**City of Amarillo
Capital Improvement Plan
Fiscal 2018/2019**

Description	Total Project
410795 Next Generation Radio Communications System: Funding to replace the City's current conventional VHF system with a P25 700/800 trunked system for public safety agencies. (Related to Council Pillars, Public Safety, Economic Development and Redevelopment, Communication)	500,000
41010-1232 Emergency Management	500,000
411413 Facilities Capital Maintenance (E&I): Funding to create a reoccurring Capital account for the Facilities Department to withstand unforeseen emergencies regarding maintenance and repairs to City facilities. (Related to Council Pillars, Economic Development and Redevelopment, Civic Pride)	300,000
41010-1252 Facilities Maintenance	300,000
411318 CAD upgrade/replacement: Funding for upgrade and replacement of Computer Aided Dispatch software/hardware used by the AECC. (Related to Council Pillars, Public Safety, Customer Service, Communication)	2,000,000
41010-1270 AECC	2,000,000
411415 Zoning Ordinance Rewrite: Funding to hire a consultant to draft a new zoning ordinance for the City. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service)	300,000
41010-1720 Planning	300,000
411175 Replace Transit Buses: Purchase of new buses to be used in the City's transit system. (Related to Council Pillars, Transportation, Customer Service, Civic Pride)	413,135
41010-1763 Transit Maintenance	413,135
411422 Park Maintenance Equipment & Improvements: Funding to create a Capital account for the Parks and Recreation Department to better address urgent Park issues that arise during the fiscal year. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service, Civic Pride)	100,000
41010-1820 Parks Administration	100,000
411360 Fire Act Grant Match FY18: Funding to set aside a grant match of \$20,000 for FEMA's Assistance to Firefighters Grant. This will allow a \$205,000 project to be implemented by the Fire Department based on approval, program guidance, and department priorities and needs. (Related to Council Pillars, Public Safety, Fiscal Responsibility)	205,000
411366 Fire Prevention & Safety (FP&S) FY17 (Grant): Funding to allow a mitigation project to reduce heavy wildfire fuels and remove hazards from a 36 acre City owned property located north of 9th street at Wallace Blvd. (Related to Council Pillars, Public Safety)	86,330
41010-1910 Fire Operations	291,330
4100 General Construction Fund	3,904,465
430075 Landfill Excavation Cell 10 Phase 4: Funding for the excavation of phase IV at the Landfill. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service)	300,000
430100 Compost Facility: Funding to create a centralized composting operation located at the landfill and to provide the required equipment required to operate efficiently. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service)	300,000
430102 Next Generation Radio Communications System (Solid Waste): Funding for Solid Waste's conversion to the City's new digital radio system. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service, Communication)	200,707
430094 Landfill Drainage Improvement: Funding for recommended drainage improvement project in the area of cell 11. (Related to Council Pillars, Economic Development and Redevelopment)	270,000
4300-1431 Solid Waste Collection	1,070,707

**City of Amarillo
Capital Improvement Plan
Fiscal 2018/2019**

Description	Total Project
4300 Solid Waste Disposal Improvement Fund	1,070,707
440069 Auditorium Elevator: Funding for the addition of a new patron elevator located on the west side of the Auditorium. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service)	175,000
440410 Chillers: Funding to remove and replace Civic Center chillers and associated equipment. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service)	15,000
440079 GNC Portable Chairs: Funding for a total replacement of all portable seating in the Globe-News Center. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service)	35,000
440087 CC Ice Plant Repairs: Additional funding for ongoing Civic Center ice plant parts replacement and repairs. (Related to Council Pillars, Economic Development and Redevelopment)	50,000
440200 Roof Replacement: Funding for replacement of identified portions of roofing at the Civic Center that have outlived their useful lifespan. (Related to Council Pillars, Economic Development and Redevelopment)	250,000
440411 Cooling Towers: Funding to remove and replace Civic Center cooling tower. (Related to Council Pillars, Economic Development and Redevelopment)	50,000
440406 Replace Headers (Coliseum Floor/Ice): Funding for the installation of new headers to permit service procedures to be carried out in the event of leaks and blockages. (Related to Council Pillars, Economic Development and Redevelopment)	125,000
440497 Interior/Exterior Signage Program: Funding for the replacement and addition of interior and exterior signage. (Related to Council Pillars, Customer Service, Communication)	100,000
440201 Dock #7 Replacement: Funding for the replacement of the #7 receiving dock and the adjoining sidewalk. (Related to Council Pillars, Economic Development and Redevelopment)	50,000
440379 Upgrade Civic Center Radios: Funding for Civic Center's conversion to the City's new digital radio system. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service, Communication)	47,273
4400-1241 Civic Center	897,273
4400 Convention Annex Improvement Fund	897,273
462029 Siren System Expansion: Purchase four sirens annually to expand coverage and replace existing sirens which have exceeded service expectancy. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service, Communication)	342,000
4600-1232 Emergency Management	342,000
462028 Central Library Streetscape: Construct new sidewalks, street lights, and other pedestrian improvements compliant with ADA. Additional pedestrian amenities such as street trees, benches and bike racks are also proposed to meet current downtown development standards. (Related to Council Pillars, Economic Development and Redevelopment, Civic Pride)	460,778
4600-1252 Facilities Maintenance	460,778
462014 Bell Street from Attebury Drive to Sundown Lane: Funding for the reconstruction and extension of Bell Street from Attebury Drive to Sundown Lane. This project will widen the existing two-lane section to a five-lane arterial section with curb and gutter. (Related to Council Pillars, Economic Development and Redevelopment, Transportation)	300,000
462016 Sundown Lane From Western Street to Interstate 27: Funding for the reconstruction and expansion of Sundown Lane from Western Street to Interstate 27. This project will widen the existing two-lane section to a five-lane arterial section with curb and gutter. (Related to Council Pillars, Economic Development and Redevelopment, Transportation)	300,000

**City of Amarillo
Capital Improvement Plan
Fiscal 2018/2019**

Description	Total Project
462010 Western Plaza Drive from Hobbs Street to Interstate 40: Funding for the reconstruction of Western Plaza Drive adjacent to Lawrence Lake/Western Crossings Shopping Center from Hobbs Road to Interstate 40. This project will reconstruct the existing asphalt and curb and gutter section. (Related to Council Pillars, Economic Development and Redevelopment, Transportation)	75,000
462003 Streets Southeast Quadrant: Funding to provide pavement maintenance such as seal coating, overlays and microsurfacing. Locations and project processes will be identified based on an evaluation of the actual pavement conditions in the applicable quadrant. (Related to Council Pillars, Economic Development and Redevelopment, Transportation)	618,000
462018 Purchase of ROW and Utility Adjustments on Loop 335 at Interstate 40 & Lakeside Drive: Funding for the City's participation with the Texas Department of Transportation for purchase of right-of-way and utility adjustments for upgrading of LP 335 at the intersection of LP 335 and Interstate 40. (Related to Council Pillars, Economic Development and Redevelopment, Transportation)	1,030,000
462017 34th Avenue from Soncy Road to Helium Road: Funding for the reconstruction and expansion of 34th Avenue from Soncy Road to Helium Road. This project will widen the existing two-lane section to a five-lane arterial section with curb and gutter. (Related to Council Pillars, Economic Development and Redevelopment, Transportation)	1,914,500
462002 Streets Northwest Quadrant: Funding to provide pavement maintenance such as seal coating, overlays and microsurfacing. Locations and project processes will be identified based on an evaluation of the actual pavement conditions in the applicable quadrant. (Related to Council Pillars, Economic Development and Redevelopment, Transportation)	3,708,000
4600-1415 Capital Projects and Development	7,945,500
462041 Animal Management and Welfare Drive Through Barn: Funding to construct a drive-thru building used for equipment and vehicle storage. (Related to Council Pillars, Economic Development and Redevelopment, Public Safety, Customer Service)	68,672
462043 Animal Management & Welfare Dog Runs: Funding to construct three covered runs for animals to exercise outside of their kennels. (Related to Council Pillars, Economic Development and Redevelopment)	256,653
4600-1710 Animal Management	325,325
462027 Neighborhood Plan Initiative (Heights, San Jacinto, Barrio, Eastridge): Funding to evaluate the current conditions of specific neighborhood areas and determine the resulting neighborhood objectives. (Related to Council Pillars, Economic Development and Redevelopment, Civic Pride)	525,000
4600-1720 Planning	525,000
462025 Traffic Signal System E&I Improvements: Replace or maintain existing items in the traffic signal system that are past their life expectancy. (Related to Council Pillars, Economic Development and Redevelopment, Civic Pride)	309,000
462024 Access Management: Funding for the construction of center median curbs in existing arterial streets in various locations around the City. (Related to Council Pillars, Economic Development and Redevelopment, Public Safety)	22,000
4600-1732 Traffic Field Operations	331,000
462033 Fire Shop Construction: Funding for the construction of a new facility for the Fire Shop on property across the alley from the Fire Administration Building. (Related to Council Pillars, Economic Development and Redevelopment, Public Safety)	2,327,560
462035 Fire Station 9 Construction: Construct a new facility to replace the existing Fire Station 9, which is experiencing limitations on space, electrical and structural issues. (Related to Council Pillars, Economic Development and Redevelopment, Public Safety, Civic Pride, Customer Service)	2,261,150

**City of Amarillo
Capital Improvement Plan
Fiscal 2018/2019**

Description	Total Project
462042 Fire Station 5 Construction: Construct a new facility to replace the existing Fire Station 5, which is experiencing limitations on space, electrical and structural issues. (Related to Council Pillars, Economic Development and Redevelopment, Public Safety, Civic Pride, Customer Service)	3,836,750
462040 Fire Service Improvements: Funding to purchase short-term life expectancy assets such as equipment and vehicles. (Related to Council Pillars, Economic Development and Redevelopment, Public Safety, Civic Pride, Customer Service)	1,575,900
4600-1920 Fire Support	10,001,360
4600 Bond Project Fund	19,930,963
4000 Capital Project Fund	25,803,408
523244 Next Generation Radio Communications System Utility Billing: Funding for the Utility Billing's conversion to the City's new digital radio system. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service, Communication)	78,045
52123-52100 Utilities Office	78,045
521782 PRD Annual Well Addition: Funding for the addition of wells to maintain and/or increase current production levels. (Related to Council Pillars, Economic Development and Redevelopment)	200,000
52123-52200 Water Production	200,000
521252 TRN Replace Switchgear For 34th #1 & 2 Pumps: Funding to replace the switchgear for pumps at 34th pump station. (Related to Council Pillars, Economic Development and Redevelopment)	2,200,000
52123-52210 Water Transmission	2,200,000
523127 OSG Backwash Tank Modifications and Painting: Funding to remove internal overflow and install external overflow, replacement of outdated roof vents, and painting interior and exterior of tank. (Related to Council Pillars, Economic Development and Redevelopment)	1,485,000
52123-52220 Surface Water Treatment	1,485,000
521643 WD Water Extensions and Improvements: Funding for emergency, critical or unexpected needs to the City's water system. (Related to Council Pillars, Economic Development and Redevelopment)	2,100,000
521400 WD Water System Expansion: Annual funding for the construction of new water main extensions in new developing areas. (Related to Council Pillars, Economic Development and Redevelopment)	500,000
521906 WD 20" East Amarillo Boulevard Rehabilitation: Replace existing 20" water main from Lakeside to the Amarillo Technical Center campus. This is Phase I of a multiple phase project. (Related to Council Pillars, Economic Development and Redevelopment)	2,179,533
523192 Next Generation Radio Communications System (Water): Funding for the Water Department's conversion to the City's new digital radio system. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service, Communication)	143,855
530003 WD Large Valve Replacement: Ongoing funding for the installation and replacement of large valves in the distribution system. (Related to Council Pillars, Economic Development and Redevelopment)	500,000
530004 WD Water Main Replacement Project: Utilize funding for outside contracting to replace small diameter water mains, primarily 2", 4" and 6" throughout the City. (Related to Council Pillars, Economic Development and Redevelopment)	2,000,000
52123-52230 Water Distribution	7,423,388

**City of Amarillo
Capital Improvement Plan
Fiscal 2018/2019**

Description	Total Project
521649 WWC Sewer Extension and Improvements: Funding for emergency and unexpected needs for waste water collection lines, force mains, lift stations, plant maintenance, main extensions and improvements in the City's sewer system. (Related to Council Pillars, Economic Development and Redevelopment)	1,600,000
521402 WWC Sewer System Expansion: Annual funding for the construction of new sewer main extensions in new developing areas. (Related to Council Pillars, Economic Development and Redevelopment)	500,000
523203 WWC North-East Interceptor: Ongoing funding for a multi-year sewer main replacement or rehabilitation effort targeted to problematic wastewater collection lines. (Related to Council Pillars, Economic Development and Redevelopment)	3,000,000
520970 WWC 15" Waste Water Main Extension North-West Plan: Extend the waste water collection system along Hester Road to facilitate development on both sides of Western in proximity to Fairway Drive. (Related to Council Pillars, Economic Development and Redevelopment)	2,328,750
523202 WWC Service Center Expansion or Relocation Construction: Funding for the anticipated construction of a Water and Sewer Service Center. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service)	4,000,000
523193 Next Generation Radio Communications System (Sewer): Funding for the Sewer Department's conversion to the City's new digital radio system. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service, Communication)	143,855
521247 WWC Lift Station 40 Replacement/Upsize: Funding to upsize the pumping and wet well capacity to accommodate the projected flow of future growth. (Related to Council Pillars, Economic Development and Redevelopment)	5,000,000
530010 WWC Sewer Main Rehabilitation Program: Funding of a multi-year sewer main replacement or rehabilitation effort targeted to problematic waste water collection lines. (Related to Council Pillars, Economic Development and Redevelopment)	1,000,000
530007 WWC Cast Iron Lining: Rehabilitate sewer mains crossing major traffic locations. (Related to Council Pillars, Economic Development and Redevelopment)	1,800,000
530008 WWC Manhole Rehabilitation: Funding for ongoing project to replace or rehabilitate deteriorated manholes throughout the City. (Related to Council Pillars, Economic Development and Redevelopment)	3,600,000
52123-52240 Waste Water Collection	22,972,605
5200 Water & Sewer Fund	34,359,038
540170 Taxiway A Relocation: Funding for taxiway A relocation. (Related to Council Pillars, Economic Development and Redevelopment, Transportation)	10,000
540169 Taxiway B Relocation-Construction: Funding for taxiway B relocation. (Related to Council Pillars, Economic Development and Redevelopment, Transportation)	10,000
540145 Inline Baggage System Preventative Mx Program: Funding for annual preventative maintenance for the inline baggage make-up system, which may include replacement of motors, baggage belts and software upgrades. (Related to Council Pillars, Economic Development and Redevelopment, Transportation, Customer Service)	10,000
540146 Passenger Boarding Bridge Preventative Mx Program: Funding for annual preventative maintenance for glass jet bridges, which may include replacement of motors, worn parts, tires and software upgrades. (Related to Council Pillars, Economic Development and Redevelopment, Transportation, Customer Service)	15,000
540141 Airfield Pavement Maintenance: Repair and preventative maintenance of airfield pavements, including runways, taxiways, ramps and shoulders. (Related to Council Pillars, Economic Development and Redevelopment, Transportation)	50,000
540098 Leased Hangar Repairs: Annual repair and maintenance of leased property, including roof repairs, fire system improvements and access control of hangars. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service)	50,000

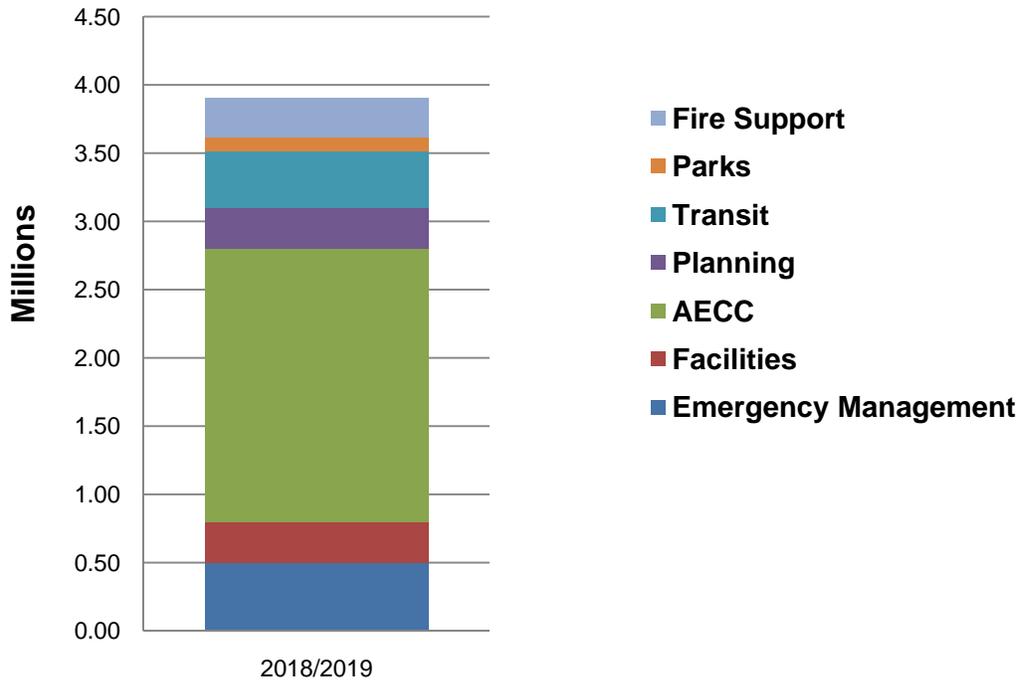
**City of Amarillo
Capital Improvement Plan
Fiscal 2018/2019**

Description	Total Project
540183 Flight Information Display System (FIDS): Funding for flight information display system. (Related to Council Pillars, Economic Development and Redevelopment, Transportation, Customer Service)	125,000
540182 Fiber Installation Design and Construction: Funding for fiber installation design and construction. (Related to Council Pillars, Economic Development and Redevelopment, Transportation)	125,000
540152 Parking Lot & Garage Enhancements Phase III: Funding for phase III of V for parking lot & garage enhancement. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service, Transportation)	445,000
540184 Public Address System upgrade: Funding for upgrade of public address system. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service, Communication)	110,000
540180 Taxiway J Design and Replacement: Funding for taxiway J design and replacement. (Related to Council Pillars, Economic Development and Redevelopment, Transportation)	1,646,600
540136 Construct Taxiway C: Funding for partial redesign of taxiway C and full design of taxiway J. (Related to Council Pillars, Economic Development and Redevelopment, Transportation)	5,130,000
54120-54110 Airport	7,726,600
5400 Airport Fund	7,726,600
560000 Storm Sewer repairs Extensions & Improvements: Funding for emergency, critical or unexpected needs to the City's storm sewer drainage system. (Related to Council Pillars, Economic Development and Redevelopment)	500,000
560093 Storm Sewer - Bell Street - Attebury Drive to Sundown Lane: Funding for installation of new storm sewer in Bell Street from Attebury Dr to Sundown. (Related to Council Pillars, Economic Development and Redevelopment)	675,000
560110 Next Generation Radio Communications System: Funding for Drainage Utility's conversion to the City's new digital radio system. (Related to Council Pillars, Economic Development and Redevelopment, Customer Service, Communication)	35,500
560094 Storm Sewer - Tradewinds - 34th Avenue to 46th Avenue: Funding for installation of storm sewer in Tradewinds Street from 34th to 46th. (Related to Council Pillars, Economic Development and Redevelopment)	1,500,000
560098 Storm Sewer - 34th - Soncy Road to Helium Road: Funding for installation of storm sewer in 34th Avenue from Soncy Road to Helium Road. (Related to Council Pillars, Economic Development and Redevelopment)	1,500,000
560096 Storm Sewer - Grand Street - Comanche Trail to SE 58th Avenue: Funding for installation of storm sewer in Grand Street from Comanche Trail Entrance to 58th Avenue. (Related to Council Pillars, Economic Development and Redevelopment)	2,000,000
560009 10th Avenue Railroad Underpass: Funding for construction of reinforced concrete box and storm sewer pipe starting at the 10th Avenue rail road underpass and out falling to T-Anchor Lake. (Related to Council Pillars, Economic Development and Redevelopment)	2,149,100
560097 Storm Sewer - Sundown Lane - Western Street to Interstate 27: Funding for design only of storm sewer in Sundown Lane from Western to I-27. (Related to Council Pillars, Economic Development and Redevelopment)	2,250,000
560033 Repairs of Drainage Structure at Lawrence Lake: Funding to install gabion structures along the lake walls adjacent to Western Plaza Drive in order to stabilize the banks, improve appearance, and improve future maintainability.(Related to Council Pillars, Economic Development and Redevelopment, Civic Pride)	1,120,000
56200-56100 Drainage Utility	11,729,600
5600 Drainage Utility Fund	11,729,600
5000 Enterprise Fund	53,815,238

**City of Amarillo
Capital Improvement Plan
Fiscal 2018/2019**

Description	Total Project
610003 Scheduled Replacements: Purchase of scheduled replacements of City fleet vehicles. (Related to Council Pillars, Economic Development and Redevelopment)	6,750,000
610004 Central Services Fueling Site: Funding for the construction of a new fueling site. (Related to Council Pillars, Economic Development and Redevelopment)	100,000
61120-61120 Fleet Services	6,850,000
6100 Fleet Services Fund	6,850,000
620005 Information Technology Infrastructure & Support Replacements: Purchase additional infrastructure for Datacenter migration to the Simms Building and replacement of IT infrastructure on a five-year life cycle. (Related to Council Pillars, Economic Development and Redevelopment)	900,000
6200-62150 Information Technology	900,000
6200 Information Technology Fund	900,000
6000 Internal Service Funds	7,750,000
City of Amarillo	87,368,646

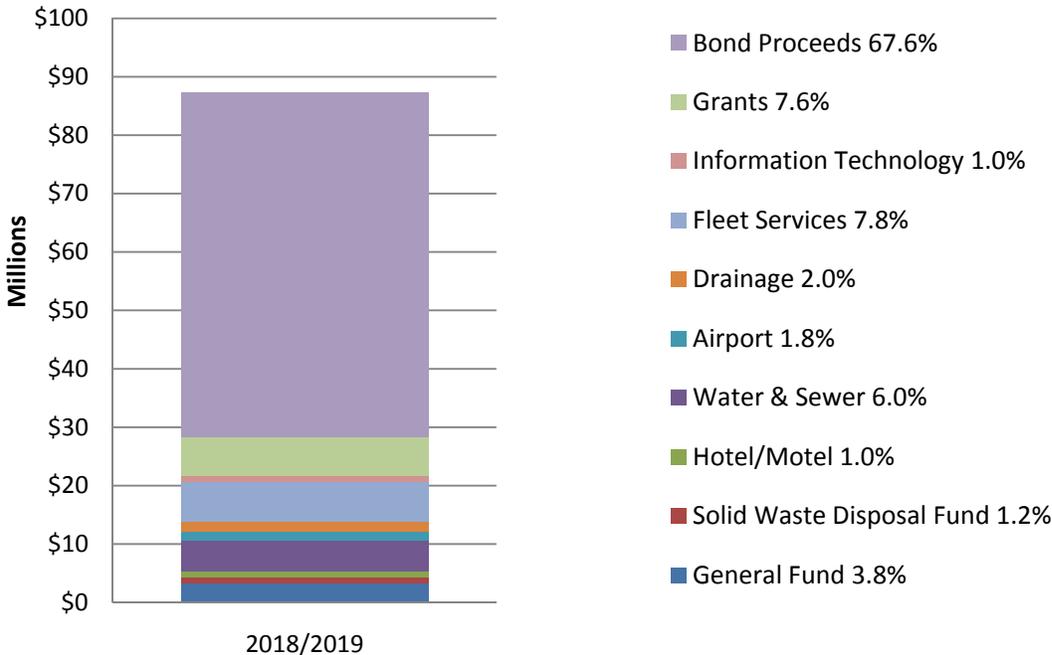
CITY OF AMARILLO 2018/2019 GENERAL CAPITAL



TOTAL EXPENDITURES \$3,904,465

AECC makes up the largest General Capital expenditure comprising \$2.00 million, or 51% of total General Capital expenditures for the 2018/2019 fiscal year budget. This amount will fund the upgrade or replacement of the public safety CAD system. Emergency Management expenditures of \$0.50 million are the second largest General Capital expenditures representing 13%. This amount will continue to fund the upgrade of the City’s Radio Communication System. Transit Maintenance includes \$0.41 million for the purchase of additional buses. Facilities and Parks include \$0.30 and \$0.10 million, respectively, to fund various annual maintenance needs. Planning includes \$0.30 million to fund a redrafting of the Zoning Ordinance. Fire Operations includes \$0.29 million to fund various annual maintenance needs and grant match.

CITY OF AMARILLO COMBINED CAPITAL IMPROVEMENTS BY FUNDING SOURCE



TOTAL FUNDING \$87,368,646

The most significant funding sources are Water and Sewer with \$34.4 million, 2017 General Obligation (GO) voter approved projects with \$25.8 million, and Drainage with \$11.7 million. Water and Sewer Funds include \$29.1 million in bond proceeds. These revenue bonds will be funded through a 3% increase in water and sewer rates. Water and Sewer includes \$30.4 million in water and sewer main extensions and improvements. The 2017 GO Bond project fund includes \$7.9 million in funding to address repair and maintenance needs of City streets, \$8.4 million for the construction of new fire stations and facilities, and various other voter approved projects. The General Fund includes funding for an upgrade to the City's CAD system of \$2.0 million, funding of \$0.5 million for the continued conversion of the City's radio communications system, and \$0.4 million in funding to replace transit buses. The Federal Transportation Administration will grant revenue to cover 80% funding needed for the buses.

For the 2018/19 fiscal year, the Airport has \$7.7 million in capital projects with \$6.1 million in state and federal funding to assist in the Airport projects.

Scheduled rolling stock replacements in the Fleet Services Fund is anticipated to be \$6.7 million. Correspondingly, we expect to address information technology needs, including the purchase of new equipment and software, in the amount of \$0.9 million.

CITY OF AMARILLO

HUMAN RESOURCES SUMMARY

The Human Resources Department is a strategic business partner that is committed to providing high quality service to all operational departments of the City. The department is responsible for planning and implementing a comprehensive human resources program that includes the following: recruitment/retention and employment selection, compensation/job classification system, policy development and administration, training and career development, payroll administration and processes, employee relations, the performance evaluation program, leave administration, and civil service administration.

Since 1944, the City of Amarillo has operated under a merit system of employment whereby all appointments and promotions in classified service are made on the basis of merit and/or competitive examinations. City employees are grouped for this purpose as classified or unclassified. Unclassified employees are generally the City Manager, Deputy/Assistant City Manager, Division Directors, Department Heads, their principal assistants and all hourly employees. Other fulltime employees are considered classified and are governed by local and state civil service law.

The City of Amarillo has a three member Civil Service Commission appointed by the City Manager and confirmed by the City Council. Each member of the Civil Service Commission serves a three-year alternating term. The Civil Service Commission is one of the few regulatory commissions of the City and is empowered to adopt rules and regulations for the administration of the City's Civil Service System. It also serves as a hearing tribunal for all classified employees appealing actions of demotion, suspension, or termination.

The Human Resources Department is responsible for the administration of the City's compensation and classification system referred to as the City Pay Plan. The City Pay Plan consists of five salary schedules:

- (1) General Salary Schedule;
- (2) Executive and Managerial Salary Schedule;
- (3) Fire Salary Schedule;
- (4) Police Salary Schedule;
- (5) Hourly Salary Schedule.

The City Council approves each salary schedule and the classification of positions within that schedule as a part of its review and approval of the City's annual budget.

The General Salary Schedule and the Executive and Managerial Salary Schedule are administered as a pay-for-performance system designed to compensate and reward employees on the basis of job performance. Salary schedules for Police and Fire are regulated to a greater extent by state law and such are limited to longevity or time-in-rank salary increases which may be adjusted as approved by the City Council from year-to-year for purposes of cost-of-living increases or changes in labor market conditions.

The Human Resources Department works closely with all operating departments in the development of training programs directed at enhancing supervisory skills, improved employee communications, and increased employee productivity. Efforts are continually made through the pay-for-performance evaluation system to identify training and employee development opportunities, at all levels of the municipal work force, to better coordinate individual career development with the City's overall organizational goals and policies.

The Human Resources Department is responsible, with approval of the City Manager, for the development, implementation and revision of all personnel policies and procedures establishing the manner in which all personnel related transactions are to be administered throughout the City. Examples of policy applications include: compensation, equal employment opportunity, leave policies, substance abuse prohibitions, employee grievance procedures, personnel records, appointments and promotions, and performance evaluations.

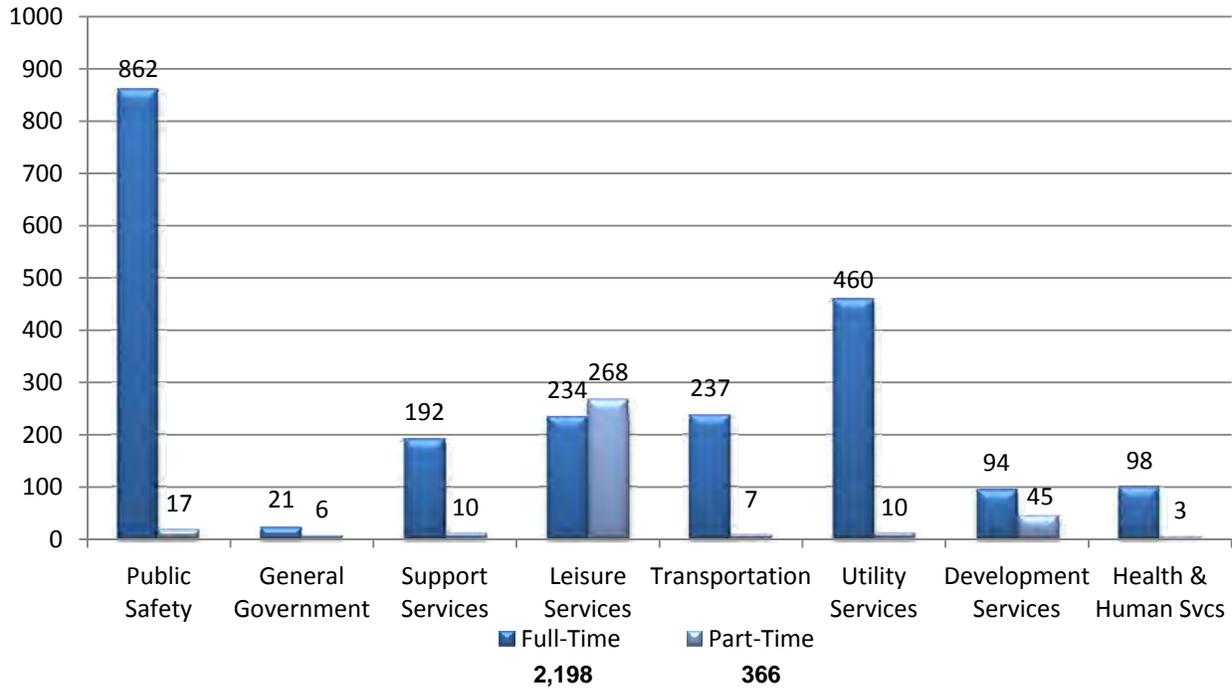
CITY OF AMARILLO
2018/2019 RECAPITULATION OF RECOMMENDED PERSONNEL AUTHORITY

GENERAL FUND DEPARTMENTS	<u>PERMANENT POSITIONS</u>					<u>PART-TIME POSITIONS</u>					<u>TOTAL POSITIONS</u>				
	ACTUAL 2014	ACTUAL 2015	ACTUAL 2016	REVISED 2017	BUDGET 2018	ACTUAL 2014	ACTUAL 2015	ACTUAL 2016	REVISED 2017	BUDGET 2018	ACTUAL 2014	ACTUAL 2015	ACTUAL 2016	REVISED 2017	BUDGET 2018
Accounting	15	15	14	14	14	3	3	2	2	2	18	18	16	16	16
Amarillo Emergency Comm. Cntr.	68	65	64	67	67	2	2	2	2	2	70	67	66	69	69
Animal Management and Welfare	38	39	37	37	40	0	0	0	0	3	38	39	37	37	43
Building Safety	31	33	32	31	31	3	2	2	2	2	34	35	34	33	33
Capital Projects Development and Eng.	0	19	19	20	20	0	0	0	0	0	0	19	19	20	20
Central Stores	7	7	7	7	7	1	1	0	0	0	8	8	7	7	7
City Attorney	9	10	10	10	10	0	0	0	0	0	9	10	10	10	10
City Manager	5	7	9	6	6	1	0	0	0	0	6	7	9	6	6
City Secretary	4	5	2	2	2	0	0	0	0	0	4	5	2	2	2
Civic Center Operations	23	23	22	22	22	0	0	0	0	0	23	23	22	22	22
Civic Center Administration	5	5	5	5	5	0	0	0	0	0	5	5	5	5	5
Civic Center Sports	2	2	2	2	2	0	0	0	0	0	2	2	2	2	2
Civic Center Box Office	3	3	3	3	3	9	9	9	9	9	12	12	12	12	12
Globe News Center	3	3	3	3	3	0	0	0	0	0	3	3	3	3	3
Civilian Personnel	55	57	59	66	66	3	3	3	3	3	58	60	62	69	69
Custodial Operations	28	27	26	26	26	0	0	0	0	0	28	27	26	26	26
Director of Finance	4	5	5	5	5	1	0	1	1	1	5	5	6	6	6
Emergency Management & Radio Comm.	9	9	9	8	8	0	0	0	0	0	9	9	9	8	8
Environmental Health	13	13	15	15	18	1	1	1	0	0	14	14	16	15	18
Facilities Maintenance	26	27	30	31	31	0	0	0	0	0	26	27	30	31	31
Fire	259	263	263	264	269	0	0	0	0	0	259	263	263	264	269
Fire Marshal	7	7	7	8	8	0	0	0	0	0	7	7	7	8	8
Fire Civilian Personnel	9	9	8	9	9	2	2	3	2	2	11	11	11	11	11
Golf	30	31	31	37	37	26	20	20	56	56	56	51	51	93	93
Health Plan Administration	4	3	3	3	3	1	1	1	1	1	5	4	4	4	4
Judicial	3	2	2	2	2	1	3	3	3	3	4	5	5	5	5
Library	58	57	57	57	57	20	20	20	20	20	78	77	77	77	77
Mayor and Council	0	0	0	0	0	5	5	5	5	5	5	5	5	5	5
Municipal Court	23	23	23	23	23	3	3	3	3	3	26	26	26	26	26
Parks and Recreation	97	99	105	105	105	171	172	185	182	183	268	271	290	287	288
Personnel	8	8	8	8	8	2	2	2	2	2	10	10	10	10	10
Planning and Development Services	7	8	9	11	11	0	0	0	0	0	7	8	9	11	11
Police	365	375	375	365	371	0	0	0	0	0	365	375	375	365	371
Public Communications	0	0	0	3	3	0	0	0	0	1	0	0	0	3	4
Public Works (previously Engineering)	23	3	4	4	4	0	0	0	0	0	23	3	4	4	4
Purchasing	8	8	8	8	8	1	1	1	1	1	9	9	9	9	9
Risk Management	5	3	3	3	3	0	0	0	0	0	5	3	3	3	3
Solid Waste Collection	108	108	102	103	103	2	2	2	2	2	110	110	104	105	105
Solid Waste Disposal	33	33	40	42	42	2	2	2	2	2	35	35	42	44	44
Street	96	95	92	92	93	5	5	5	5	4	101	100	97	97	97
Traffic Administration	5	4	4	5	5	41	41	40	42	42	46	45	44	47	47
Traffic Field Operations	19	20	19	19	19	3	3	3	3	3	22	23	22	22	22
Transit	66	67	67	67	69	0	0	0	0	0	66	67	67	67	69
Vital Statistics	1	1	1	1	1	0	0	0	0	0	1	1	1	1	1
Total General Fund	1,582	1,601	1,604	1,619	1,639	309	303	315	348	352	1,891	1,904	1,919	1,967	1,991

CITY OF AMARILLO
2018/2019 RECAPITULATION OF RECOMMENDED PERSONNEL AUTHORITY

	<u>PERMANENT POSITIONS</u>					<u>PART-TIME POSITIONS</u>					<u>TOTAL POSITIONS</u>				
	ACTUAL 2014	ACTUAL 2015	ACTUAL 2016	REVISED 2017	BUDGET 2018	ACTUAL 2014	ACTUAL 2015	ACTUAL 2016	REVISED 2017	BUDGET 2018	ACTUAL 2014	ACTUAL 2015	ACTUAL 2016	REVISED 2017	BUDGET 2018
WATER & SEWER UTILITIES															
Director of Utilities	21	3	4	5	5	0	0	0	0	0	21	3	4	5	5
Capital Projects and Development Eng	0	20	20	19	19	0	0	0	0	0	0	20	20	19	19
Environmental Laboratory	20	19	19	22	21	0	0	0	0	0	20	19	19	22	21
Hollywood Road Wastewater Trtmt	25	25	25	25	22	2	2	2	2	2	27	27	27	27	24
River Road Reclamation	25	26	25	24	21	2	2	2	2	2	27	28	27	26	23
Utilities Office	31	33	33	38	38	1	1	1	2	2	32	34	34	40	40
Wastewater Collection	38	38	38	38	38	0	0	0	0	0	38	38	38	38	38
Water Distribution	63	65	65	65	65	0	0	0	0	0	63	65	65	65	65
Water Production	9	9	9	9	15	0	0	0	0	0	9	9	9	9	15
Water Transmission	7	7	8	8	8	2	2	0	0	0	9	9	8	8	8
Water Treatment	29	29	30	31	31	0	0	0	0	0	29	29	30	31	31
Total Water & Sewer Utility	268	274	276	284	283	7	7	5	6	6	275	281	281	290	289
Airport	57	57	57	57	56	0	0	0	0	0	57	57	57	57	56
Drainage Utility	24	28	29	31	32	2	0	0	0	0	26	28	29	31	32
Information Technology	37	39	39	30	31	3	2	3	3	3	40	41	42	33	34
Fleet Services	53	50	45	45	45	0	0	0	0	0	53	50	45	45	45
Self Insurance	0	2	1	1	1	0	0	0	0	0	0	2	1	1	1
City Care Clinic	6	5	5	5	5	2	2	1	0	0	8	7	6	5	5
Special Revenue	106	107	108	105	106	6	6	6	5	5	112	113	114	110	111
TOTAL	2,133	2,163	2,164	2,177	2,198	329	320	330	362	366	2,462	2,483	2,494	2,539	2,564

CITY OF AMARILLO EMPLOYEES BY FUNCTION - FISCAL YEAR 2018/19



The Public Safety functional group, which includes both the Police and Fire Departments, employs the largest number of employees at 862 full-time positions and 17 part-time positions.

Leisure Services departments consist of 234 full-time and 268 seasonal employees, most of which are located under Parks and Recreation. The Utility Services Group, consisting of the Solid Waste Collection and Disposal, the Water and Sewer Departments, and Drainage Utility, employs 460 full-time and 10 part-time positions. The Transportation group, which includes Street, Traffic Field Operations, Transit and Airport, employs 237 full-time positions and 7 part-time positions.

CITY OF AMARILLO

**CITY EMPLOYEES BY FUNCTIONAL GROUP
FOR FISCAL YEAR 2018/2019**

PUBLIC SAFETY	FULL TIME	PART TIME	LEISURE SERVICES	FULL TIME	PART TIME
Judicial	2	3	Civic Center	35	9
Emergency Management	3	0	Library	57	20
Emergency Management Grants	2	0	Parks and Recreation	105	183
Amarillo Emergency Comm. Cntr.	67	2	Golf	37	56
Municipal Court	23	3	Total	234	268
Police	371	0			
Civilian Personnel	66	3	TRANSPORTATION		
Animal Management and Welfare	40	3			
Fire	269	0	Street	93	4
Fire Marshal	8	0	Traffic Field Operations	19	3
Fire Civilian Personnel	9	2	Transit	69	0
Court Security Fund	2	1	Airport	56	0
Total	862	17	Total	237	7
GENERAL GOVERNMENT			UTILITY SERVICES		
Mayor and Council	0	5			
City Manager	6	0	Solid Waste Disposal	42	2
City Attorney	10	0	Solid Waste Collection	103	2
City Secretary	2	0	Water & Sewer	283	6
Public Communications	3	1	Drainage Utility	32	0
Total	21	6	Total	460	10
SUPPORT SERVICES			DEVELOPMENT SERVICES		
Personnel	8	2	Public Works (previously Engineering)	4	0
Risk Management	3	0	Capital Projects and Development Eng	20	0
Radio Communications	5	0	Planning and Development Services	11	0
Custodial Operations	26	0	Traffic Administration	5	42
Facilities Maintenance	31	0	Building Safety	31	2
Director of Finance	5	1	Environmental Health	18	0
Accounting	14	2	Urban Transportation Planning	4	0
Purchasing	8	1	Photographic Traffic Enforcement	1	1
Health Plan Administration	3	1	Total	94	45
Central Stores	7	0			
Fleet Services	45	0	HEALTH & HUMAN SERVICES		
Information Technology	31	3			
City Care Clinic	5	0	Vital Statistics	1	0
Self Insurance	1	0	Community Development & Housing	16	1
Total	192	10	Health Grants	81	2
			Total	98	3
			TOTAL EMPLOYEES	2198	366

**CITY OF AMARILLO
2018/2019 GENERAL SALARY SCHEDULE**

	CLASS	DESCRIPTION	MINIMUM (hr/mth/yr)	MAXIMUM (hr/mth/yr)
GROUP G-01	CLR052	311 CUSTOMER SERVICE REPRESENTATIVE I	11,734	17,954
	CLR400	ADMINISTRATIVE ASSISTANT I	2,034	3,112
	TRD040	BUILDING ATTENDANT I	24,406	37,345
	TRD910	CUSTODIAN I		
	CLR955	DELIVERY DRIVER		
	TRD935	LABORER		
	TEC770	PHOTO TECHNICIAN		
	TRD900	SECURITY GUARD		
	TRD925	SERVICER I		
	TRD930	UTILITY WORKER		
TEC587	WIC TECHNICIAN I			
GROUP G-02	CLR053	311 CUSTOMER SERVICE REPRESENTATIVE II	12,320	18,852
	CLR405	ADMINISTRATIVE ASSISTANT II	2,136	3,268
	TRD215	ADOPTION SPECIALIST	25,626	39,212
	TRD590	ANIMAL ATTENDANT		
	TRD041	BUILDING ATTENDANT II		
	TRD065	BUILDING MECHANIC TRAINEE		
	CLR135	COLLECTIONS CLERK I		
	CLR561	COMMUNITY SERVICE AIDE		
	TRD047	CUSTODIAN II		
	CLR935	EVIDENCE CLERK		
	TRD252	GATE ATTENDANT		
	TRD430	GREENSKEEPER I		
	TRD805	GROUNDWATER OPERATOR		
	TRD170	METER READER I		
	TEC950	PARK TECHNICIAN I		
	CLR195	POOL MANAGER		
	TEC851	PRINT SHOP TECHNICIAN I		
	CLR167	STORE CLERK		
	TRD333	WATER METER MECHANIC I		
	TEC590	WIC TECHNICIAN II		
GROUP G-03	CLR410	ADMINISTRATIVE ASSISTANT III	12,936	19,795
	TRD080	BUILDING MECHANIC I	2,242	3,431
	CLR950	BUYER I	26,908	41,173
	CLR965	CIRCULATION SUPERVISOR		
	TEC900	COMMUNICATIONS TECHNICIAN ASSISTANT I		
	CLR075	DEPUTY REGISTRAR		
	TRD221	EQUIPMENT OPERATOR I		
	TEC771	EVIDENCE TECHNICIAN		
	CLR190	FRONT DESK MANAGER		
	TRD435	GOLF IRRIGATION TECH I		
	TRD431	GREENSKEEPER II		
	PRF034	LIBRARY ASSISTANT		
	TRD171	METER READER II		
	TRD332	METER SERVICE REPRESENTATIVE I		
	TEC585	NUTRITION TECHNICIAN I		
	TRD970	PARK MAINTENANCE MECHANIC I		
	TRD415	PARK PLUMBER I		
	TEC951	PARK TECHNICIAN II		
	TEC400	PERMIT TECHNICIAN		
	TEC852	PRINT SHOP TECHNICIAN II		
	TRD050	RANGE OFFICER		
	PRF085	SECURITY OPERATIONS AGENT		
	TRD234	SERVICER II		

**CITY OF AMARILLO
2018/2019 GENERAL SALARY SCHEDULE**

	CLASS	DESCRIPTION	MINIMUM (hr/mth/yr)	MAXIMUM (hr/mth/yr)
	TEC560	SOLID WASTE SERVICE TECHNICIAN		
	PRF571	STD/HIV OUTREACH SPECIALIST I		
	TEC220	TRAFFIC CONTROL TECHNICIAN		
	CLR605	TRAFFIC GUIDE/PARKING ENFORCEMENT		
	TEC541	TRAFFIC TECHNICIAN I		
	TRD411	TREE TRIMMER		
	TRD331	UTILITY LOCATOR		
	TRD334	WATER METER MECHANIC II		
	TRD240	WELDER I		
	TEC591	WIC TECHNICIAN III		
	TEC955	ZOO KEEPER I		
GROUP G-04	CLR121	ACCOUNTS PAYABLE CLERK	13,583	20,784
	CLR415	ADMINISTRATIVE ASSISTANT IV	2,354	3,603
	TRD565	ANIMAL CARE WORKER	28,253	43,231
	TEC943	BACTERIOLOGY TECHNICIAN		
	CLR065	BENEFITS COORDINATOR I		
	TRD042	BUILDING ATTENDANT III		
	TRD905	BUILDING MECHANIC II		
	TRD043	BUILDING TECHNICIAN		
	TRD530	BUS DRIVER		
	CLR951	BUYER II		
	CLR620	CLINIC AIDE		
	TEC905	COMMUNICATIONS TECHNICIAN ASSISTANT II		
	TRD222	CONCRETE FINISHER		
	TRD160	CSR INTAKE SPECIALIST		
	TRD046	CUSTODIAN III		
	CLR096	DATA ADMINISTRATOR		
	CLR535	DISPATCHER		
	TEC211	ENGINEERING AIDE I		
	TRD950	EQUIPMENT OPERATOR II		
	TRD436	GOLF IRRIGATION TECH II		
	TRD980	HOUSING INSPECTOR		
	TEC213	INSTRUMENT OPERATOR		
	TRD341	LIFT STATION MAINTENANCE MECHANIC I		
	TRD335	METER SERVICE REPRESENTATIVE II		
	TEC586	NUTRITION TECHNICIAN II		
	TRD410	PARK MAINTENANCE MECHANIC II		
	TRD416	PARK PLUMBER II		
	TEC853	PRINT SHOP TECHNICIAN III		
	TRD555	REHAB INSPECTOR I		
	PRF095	SECURITY OPERATIONS SUPERVISOR		
	PRF575	STD/HIV OUTREACH SPECIALIST II		
	TEC225	TRAFFIC CONTROL SPECIALIST		
	TRD964	TREATMENT PLANT OPERATOR I		
	TRD954	UTILITY MAINTENANCE MECHANIC I		
	TRD960	UTILITY OPERATOR		
	TRD535	VAN OPERATOR		
	TRD241	WELDER II		
	TEC160	WIC TECHNICIAN IV		
	TEC956	ZOO KEEPER II		
GROUP G-05	CLR130	ADMINISTRATIVE SUPERVISOR	14,262	21,823
	CLR941	ADMINISTRATIVE TECHNICIAN	2,472	3,783
	TRD560	ANIMAL MANAGEMENT OFFICER TRAINEE	29,666	45,392
	CLR113	ARRAIGNMENT CLERK		
	CLR045	ASSISTANT AQUATICS COORDINATOR		

**CITY OF AMARILLO
2018/2019 GENERAL SALARY SCHEDULE**

	CLASS	DESCRIPTION	MINIMUM (hr/mth/yr)	MAXIMUM (hr/mth/yr)
	MGT270	ASSISTANT BOX OFFICE MANAGER		
	PRF452	ASSISTANT GOLF PROFESSIONAL		
	CLR044	ASSISTANT RECREATION COORDINATOR		
	PRF110	BAILIFF		
	CLR602	BENEFITS COORDINATOR II		
	CLR952	BUYER III		
	CLR925	CLAIMS ASSISTANT		
	TRD055	ELECTRICIAN TRAINEE		
	TRD951	EQUIPMENT OPERATOR III		
	CLR085	EXECUTIVE ASSISTANT		
	CLR560	HOUSING TECHNICIAN		
	TRD350	INDUSTRIAL WASTE INSPECTOR		
	TEC030	INFORMATION TECHNOLOGY GENERALIST		
	CLR166	INVENTORY CLERK		
	TRD920	MECHANIC APPRENTICE		
	TEC340	ODOR CONTROL TECHNICIAN		
	CLR945	OFFICE ADMINISTRATOR		
	TRD233	PAINTER AND BODY REPAIRER		
	TRD952	SOLID WASTE EQUIPMENT OPERATOR I		
	TRD351	STORM WATER INSPECTOR		
	CLR975	TRAINING RECORDS ADMINISTRATOR		
	TRD251	TRANSFER TRUCK DRIVER		
	TRD965	TREATMENT PLANT OPERATOR II		
	TEC120	UTILITY TECHNICIAN		
	TEC162	WIC TECHNICIAN V		
GROUP G-06	CLR120	ACCOUNTING ASSISTANT	14,975	22,915
	CLR585	ACCOUNTING TECHNICIAN	2,596	3,972
	CLR947	ADMINISTRATIVE SPECIALIST I	31,149	47,663
	TRD592	ANIMAL MANAGEMENT OFFICER I		
	CLR010	BILLING SPECIALIST		
	TRD906	BUILDING MECHANIC III		
	CLR953	BUYER IV		
	CLR030	CASE WORKER		
	PRF351	CHEMIST I		
	TRD070	CUSTODIAL FOREPERSON		
	TEC216	DESIGN TECHNICIAN I		
	MGT245	DISPATCHER/ROUTE SUPERVISOR		
	TRD255	DISPOSAL EQUIPMENT OPERATOR		
	MGT224	DRAINAGE UTILITY FOREPERSON		
	TRD915	ELECTRICIAN I		
	TEC212	ENGINEERING AIDE II		
	TEC920	ENGINEERING ASSISTANT I		
	TRD220	EQUIPMENT OPERATOR IV		
	PRF870	FIRE INVESTIGATOR/INSPECTOR I		
	TRD440	GOLF EQUIPMENT MECHANIC		
	MGT140	HCV MANAGER		
	MGT135	HOME/CDBG MANAGER		
	PRF592	IMMUNIZATION OUTREACH SPECIALIST		
	TRD085	INSPECTION SPECIALIST		
	TEC588	NUTRITION TECHNICIAN III		
	CLR630	OFFICE MANAGER		
	MGT950	PARK FOREPERSON I		
	TEC942	PROCESS CONTROL TECHNICIAN		
	MGT210	PUBLIC WORKS PROJECT COORDINATOR		
	PRF145	SENIOR BAILIFF		
	CLR145	SENIOR BUYER		
	CLR230	SERVICE WRITER		
	MGT340	SEWER FOREPERSON		
	TEC543	SIGNAL TECHNICIAN		

**CITY OF AMARILLO
2018/2019 GENERAL SALARY SCHEDULE**

	CLASS	DESCRIPTION	MINIMUM (hr/mth/yr)	MAXIMUM (hr/mth/yr)
	TRD953	SOLID WASTE EQUIPMENT OPERATOR II		
	MGT221	STREET FOREPERSON I		
	CLR220	STREET PROGRAM COORDINATOR		
	TEC542	TRAFFIC TECHNICIAN II		
	TRD250	TRANSFER STATION OPERATOR		
	TRD966	TREATMENT PLANT OPERATOR III		
	TRD956	UTILITY MAINTENANCE MECHANIC II		
	MGT330	WATER FOREPERSON		
GROUP G-07	CLR150	ADMINISTRATIVE COORDINATOR	15,724	24,061
	TRD593	ANIMAL MANAGEMENT OFFICER II	2,726	4,171
	TRD975	ASSISTANT GOLF COURSE SUPERINTENDENT	32,706	50,046
	MGT045	ASSISTANT PRODUCTION MANAGER		
	CLR775	CIVILIAN INVESTIGATOR I		
	TEC901	COMMUNICATIONS TECHNICIAN		
	TRD520	COMMUNITY IMPROVEMENT INSPECTOR		
	CLR550	CUSTOMER SERVICE TECHNICIAN		
	CLR770	EMERGENCY COMMUNICATIONS SPECIALIST		
	PRF903	EMERGENCY MANAGEMENT PLANNER		
	TEC150	ENVIRONMENTAL COMPLIANCE TECHNICIAN		
	TEC555	ENVIRONMENTAL TECHNICIAN		
	CLR155	EVENTS COORDINATOR		
	MGT900	EVENTS SUPERVISOR		
	TRD597	FIRE MECHANIC I		
	PRF025	FITNESS/WEELLNESS COORDINATOR		
	TRD600	FLEET MECHANIC I		
	TEC130	INFORMATION TECHNOLOGY ASSISTANT		
	PRF070	LEGAL ASSISTANT		
	TRD342	LIFT STATION MAINTENANCE MECHANIC II		
	CLR140	MARKETING ADMINISTRATOR		
	CLR090	MARKETING COORDINATOR		
	TRD921	MECHANIC I		
	TEC589	NUTRITION TECHNICIAN IV		
	TEC520	PLANNING TECHNICIAN		
	TRD510	PLUMBING INSPECTOR		
	TEC065	PRODUCTION TECHNICIAN		
	TEC918	PROJECT REPRESENTATIVE		
	TRD556	REHAB INSPECTOR II		
	TRD232	SENIOR WELDER		
	MGT222	STREET FOREPERSON II		
	TEC222	TRAFFIC DESIGN TECHNICIAN		
	CLR015	TRAINER/QUALITY ASSURANCE SPECIALIST		
	TRD957	UTILITY MAINTENANCE MECHANIC III		
	TEC945	WATER BACTERIOLOGIST		
	MGT345	WATER/SEWER FOREPERSON I		
GROUP G-08	MGT120	AFTERNOON SHELTER SUPERVISOR	16,510	25,263
	CLR040	AIRPORT OFFICE MANAGER	2,862	4,379
	PRF088	AIRPORT OPERATIONS COORDINATOR	34,342	52,548
	PRF420	AQUATICS SPECIALIST		
	TEC915	ASSISTANT SOLID WASTE SERVICE COORDINATOR		
	PRF430	ATHLETIC SPECIALIST		
	TRD511	BUILDING INSPECTOR I		
	MGT520	BUILDING SAFETY MANAGER		
	PRF352	CHEMIST II		
	CLR780	CIVILIAN INVESTIGATOR II		
	CLR025	CLINIC MANAGER		

**CITY OF AMARILLO
2018/2019 GENERAL SALARY SCHEDULE**

	CLASS	DESCRIPTION	MINIMUM (hr/mth/yr)	MAXIMUM (hr/mth/yr)
	TEC215	DESIGN TECHNICIAN II		
	CLR581	DISEASE INTERVENTION SPECIALIST		
	PRF105	DOMESTIC VIOLENCE TEAM COORDINATOR		
	TRD514	ELECTRICAL INSPECTOR I		
	TRD060	ELECTRICIAN II		
	TEC930	ELECTRONICS/INSTRUMENTATION TECH		
	TEC921	ENGINEERING ASSISTANT II		
	PRF060	FACILITIES COORDINATOR I		
	TEC170	GIS TECHNICIAN		
	TEC450	GREENHOUSE TECHNICIAN		
	PRF030	LIBRARIAN I		
	PRF577	LINKAGE TO CARE COORDINATOR		
	MGT260	MAINTENANCE SHOP COORDINATOR		
	PRF585	NUTRITIONIST I		
	MGT117	OPERATIONS MANAGER		
	MGT951	PARK FOREPERSON II		
	PRF902	PLANNER I		
	TRD525	PLANS EXAMINER		
	PRF142	RECREATION COORDINATOR		
	MGT241	ROUTE SUPERVISOR		
	TEC910	SOLID WASTE TECHNICIAN		
	TEC932	STORM SEWER TECHNICIAN		
	CLR118	TEEN COURT/COMMUNITY SERVICE COORDINATOR		
	TRD972	TRANSFER STATION MAINTENANCE MECHANIC		
	PRF600	U. R. NURSE		
	CLR175	VETERINARY ASSISTANT		
	MGT432	VISITOR SERVICE COORDINATOR		
	MGT931	WATER AND SEWER SUPERVISOR I		
	TEC320	WATER OPERATIONS/COMPLIANCE TECHNICIAN		
GROUP G-09	MGT251	ASSISTANT LANDFILL SUPERVISOR	17,336	26,526
	MGT253	ASSISTANT TRANSFER STATION SUPERVISOR	3,005	4,598
	MGT420	ATHLETIC SUPERVISOR	36,059	55,175
	MGT082	BUILDING FOREPERSON		
	PRF354	CHEMIST-BIOLOGIST		
	CLR110	COURT REPORTER		
	PRF075	CRIME DATA ANALYST		
	PRF550	ENVIRONMENTAL HEALTH SPECIALIST I		
	PRF800	FIRE INSPECTOR		
	PRF871	FIRE INVESTIGATOR/INSPECTOR II		
	TRD595	FIRE MECHANIC II		
	TRD605	FLEET MECHANIC II		
	TEC155	FORENSIC VIDEO TECHNICIAN		
	PRF910	L V N		
	TRD075	LANDSIDE/FLEET COORDINATOR		
	MGT242	MAINTENANCE SHOP SUPERVISOR		
	PRF500	MANAGEMENT ANALYST		
	TRD922	MECHANIC II		
	PRF586	NUTRITIONIST II		
	CLR779	POLICE DATA ADMINISTRATOR		
	MGT321	PROCESS CONTROL SUPERVISOR		
	TEC919	PROJECT REPRESENTATIVE II		
	TRD540	SAFETY AND TRAINING OPERATIONS SUPERVISOR		
	TEC925	SENIOR DESIGN TECHNICIAN		
	MGT540	SIGNAL FOREPERSON		
	MGT541	SIGNS AND MARKINGS SUPERVISOR		
	TEC550	TRAFFIC OPERATIONS TECHNICIAN		
	MGT535	TRANSIT OPERATIONS SUPERVISOR		

**CITY OF AMARILLO
2018/2019 GENERAL SALARY SCHEDULE**

	CLASS	DESCRIPTION	MINIMUM (hr/mth/yr)	MAXIMUM (hr/mth/yr)
	MGT910	TREATMENT PLANT MAINTENANCE FOREPERSON		
	MGT930	WATER AND SEWER SUPERVISOR II		
GROUP G-10	CLR055	311 CUSTOMER SERVICE SUPERVISOR	18.203	31.567
	PRF125	ACCOUNTANT I	3,155	5,472
	PRF155	ACCREDITATION AND COMPLIANCE COORDINATOR	37,862	65,659
	TRD073	AIRPORT MAINTENANCE COORDINATOR		
	TRD594	ANIMAL MANAGEMENT OFFICER III		
	MGT041	BOX OFFICE MANAGER		
	ADM160	CENTRAL STORES SUPERINTENDENT		
	PRF353	CHEMIST III		
	TEC927	CHIEF DESIGN TECHNICIAN		
	PRF302	CIVIL ENGINEER I		
	CLR005	COMMUNICATIONS COORDINATOR		
	MGT046	COMMUNICATIONS SHIFT SUPERVISOR		
	PRF078	CRIME SCENE TECHNICIAN		
	MGT225	DRAINAGE UTILITY SUPERVISOR		
	PRF570	EDUCATION COORDINATOR		
	MGT320	ELECTRONIC/INSTRUMENTATION SUPER		
	TEC923	ENGINEERING ASSISTANT IV		
	MGT902	EVENTS MANAGER		
	PRF061	FACILITIES COORDINATOR II		
	TRD045	FACILITIES SUPERVISOR		
	TRD608	FLEET SUPERVISOR I		
	TEC335	INDUSTRIAL WASTE SUPERVISOR		
	PRF031	LIBRARIAN II		
	TRD923	MECHANIC FOREPERSON I		
	TRD615	MECHANIC SUPERVISOR I		
	PRF587	NUTRITIONIST III		
	MGT941	OPERATIONS CONTROL SUPERVISOR		
	MGT411	PARK HORTICULTURAL SUPERVISOR		
	MGT412	PARK MAINTENANCE SUPERVISOR		
	MGT410	PARK OPERATIONS SUPERVISOR		
	PRF400	PARK PLANNER		
	CLR850	PRINT SHOP SUPERVISOR		
	MGT040	PRODUCTION MANAGER		
	MGT560	PROGRAM COORDINATOR		
	MGT400	RECREATION SUPERVISOR		
	MGT044	SENIOR COMMUNICATIONS SUPERVISOR		
	TEC540	SIGNAL OPERATIONS TECHNICIAN		
	MGT545	SIGNAL SUPERVISOR		
	MGT240	SOLID WASTE SERVICE COORDINATOR		
	TEC928	STORM WATER SUPERVISOR		
	MGT220	STREET SUPERVISOR		
	TEC210	SYSTEMS ADMINISTRATOR I		
	PRF055	TECHNICAL HAZARDS COORDINATOR		
	MGT043	TRAINING/QUALITY ASSURANCE SUPERVISOR		
	MGT252	TRANSFER STATION SUPERVISOR		
	MGT430	ZOO CURATOR		
GROUP G-11	PRF126	ACCOUNTANT II	19.113	33.145
	MGT035	ADMINISTRATIVE OPERATIONS MANAGER	3,313	5,745
	CLR080	ADMINISTRATIVE SPECIALIST II	39,755	68,942
	MGT590	ANIMAL MANAGEMENT & WELFARE FIELD SUPERVISOR		
	TEC115	BAS CONTROL TECHNICIAN		
	TRD512	BUILDING INSPECTOR II		
	TRD500	COMMUNITY SAFETY INSPECTOR		

**CITY OF AMARILLO
2018/2019 GENERAL SALARY SCHEDULE**

	CLASS	DESCRIPTION	MINIMUM (hr/mth/yr)	MAXIMUM (hr/mth/yr)
	PRF033	COORD. OF PUBLIC RELATIONS AND PROGRAMMING		
	PRF350	ENVIRONMENTAL CHEMIST		
	TRD610	FLEET SUPERVISOR II		
	MGT145	HMIS MANAGER		
	CLR610	HOUSING PROGRAM COORDINATOR		
	PRF250	HUMAN RESOURCE GENERALIST		
	TEC121	INFORMATION TECHNOLOGY TECHNICIAN		
	TEC123	IT SUPPORT SPECIALIST I		
	PRF032	LIBRARIAN III		
	PRF028	LIBRARY TECH SPECIALIST		
	TRD230	MECHANIC SUPERVISOR II		
	PRF588	NUTRITIONIST IV		
	MGT055	PROJECT CONSTRUCTION SUPERVISOR		
	PRF122	PROPERTY ACCOUNTANT ANALYST		
	PRF303	SENIOR PROJECTS COORDINATOR		
	TEC907	TELEPHONE SYSTEM ENGINEER I		
	CLR035	VOLUNTEER PROGRAM COORDINATOR		
GROUP G-12	PRF128	ACCOUNTANT III	20,069	34,802
	PRF080	AIRPORT POLICE OFFICER	3,479	6,032
	PRF300	CIVIL ENGINEER II	41,743	72,389
	TEC570	DIETITIAN I		
	PRF581	EDUCATOR/SNS COORDINATOR		
	PRF065	EXECUTIVE ASSISTANT TO THE CITY MANAGER		
	PRF150	HEALTH PLANNER		
	TEC124	IT SUPPORT SPECIALIST II		
	MGT250	LANDFILL SUPERVISOR		
	PRF901	PLANNER II		
	CLR800	POLICE RECORDS MANAGER		
	TEC908	TELEPHONE SYSTEM ENGINEER II		
	PRF017	TRAINING COORDINATOR		
GROUP G-13	TRD801	CHIEF MECHANIC	21,072	36,543
	PRF551	ENVIRONMENTAL HEALTH SPECIALIST II	3,652	6,334
	TEC177	IT CAD SPECIALIST	43,830	76,009
	TEC125	IT SUPPORT SPECIALIST III		
	MGT601	SENIOR HUMAN RESOURCES GENERALIST		
GROUP G-14	ADM088	AIRPORT OPERATIONS MANAGER	22,126	38,369
	PRF081	AIRPORT POLICE SERGEANT	3,835	6,651
	PRF015	COMMUNICATIONS MANAGER	46,021	79,808
	ADM551	ENVIRONMENTAL ADMINISTRATOR		
	PRF552	ENVIRONMENTAL HEALTH SPECIALIST III		
	TEC178	IT CAD ADMINISTRATOR		
	TEC126	IT SUPPORT SPECIALIST IV		
	ADM032	LIBRARIAN IV		
	PRF010	MARKETING MANAGER		
	PRF160	SAFETY COORDINATOR		
GROUP G-15	TEC140	APPLICATION SPECIALIST I	23,232	40,288
	PRF071	ATTORNEY I	4,027	6,983
	PRF130	BUDGET ANALYST	48,322	83,799
	PRF135	CD COORDINATOR		

**CITY OF AMARILLO
2018/2019 GENERAL SALARY SCHEDULE**

	CLASS	DESCRIPTION	MINIMUM (hr/mth/yr)	MAXIMUM (hr/mth/yr)
	TRD545	CHIEF BUILDING INSPECTOR		
	TRD515	CHIEF ELECTRICAL INSPECTOR		
	TRD800	CHIEF ELECTRICIAN		
	TRD513	CHIEF PLANS EXAMINER		
	TRD516	CHIEF PLUMBING INSPECTOR		
	MGT610	CLAIMS ADMINISTRATOR		
	TRD505	COMMUNITY IMPROVEMENT CHIEF		
	MGT775	COMPLIANCE MANAGER		
	TEC146	DATABASE ADMINISTRATOR I		
	TEC571	DIETITIAN II		
	PRF553	ENVIRONMENTAL HEALTH SPECIALIST IV		
	MGT780	FIELD SERVICES MANAGER		
	PRF120	FINANCIAL ACCOUNTANT/GRANTS MANAGER		
	MGT050	FLEET MANAGER		
	TEC172	GIS ADMINISTRATOR I		
	ADM900	GOLF COURSE SUPERINTENDENT		
	ADM899	HEAD GOLF PROFESSIONAL		
	PRF590	IMM/COMM. DISEASE COORDINATOR		
	TEC122	INFORMATION TECHNOLOGY ANALYST		
	TEC143	IT DEVELOPER I		
	TEC132	IT INFRASTRUCTURE ENGINEER I		
	TEC174	IT PUBLIC SAFETY TECHNICIAN I		
	PRF572	REGISTERED NURSE		
	PRF040	RESOURCE ADMINISTRATOR		
	MGT790	SHELTER MANAGER		
	TEC107	SPECIAL PROJECTS MANAGER		
GROUP G-16	MGT090	AIRPORT FACILITIES MANAGER	24,393	42,302
	TEC141	APPLICATION SPECIALIST II	4,228	7,332
	ADM025	ASSISTANT CITY SECRETARY	50,738	87,989
	ADM093	ASSISTANT EMERGENCY MANAGEMENT COMM. MANAGER		
	ADM411	ASSISTANT PARK SUPERINTENDENT		
	ADM231	ASSISTANT SHOP SUPERINTENDENT		
	ADM241	ASSISTANT SOLID WASTE SUPERINTENDENT		
	ADM221	ASSISTANT STREET SUPERINTENDENT		
	ADM340	ASSISTANT WASTEWATER COLL. SUPERINTENDENT		
	ADM065	ASSISTANT WASTEWATER TREATMENT SUPERINTENDENT		
	ADM331	ASSISTANT WATER DIST SUPERINTENDENT		
	ADM321	ASSISTANT WATER PRODUCTION SUPERINTENDENT		
	PRF304	CIVIL ENGINEER III		
	TEC147	DATABASE ADMINISTRATOR II		
	ADM090	DRAINAGE UTILITY ASSISTANT SUPERINTENDENT		
	PRF540	ENVIRONMENTAL HEALTH SUPERVISOR		
	PRF650	EPIDEMIOLOGIST		
	TEC173	GIS ADMINISTRATOR II		
	TEC100	INFORMATION TECHNOLOGY ARCHITECT		
	TEC144	IT DEVELOPER II		
	TEC133	IT INFRASTRUCTURE ENGINEER II		
	TEC175	IT PUBLIC SAFETY TECHNICIAN II		
	TEC180	IT SECURITY ARCHITECT		
	ADM610	SAFETY MANAGER		
	PRF900	SENIOR PLANNER		
	MGT235	SENIOR SERVICES COORDINATOR		
GROUP G-17	MGT081	AIRPORT POLICE COMMANDER	25,613	44,418
	TEC142	APPLICATION SPECIALIST III	4,440	7,699
	ADM035	ASSISTANT BUILDING OFFICIAL	53,275	92,389

**CITY OF AMARILLO
2018/2019 GENERAL SALARY SCHEDULE**

	CLASS	DESCRIPTION	MINIMUM (hr/mth/yr)	MAXIMUM (hr/mth/yr)
	ADM015	ASSISTANT TO THE CITY MANAGER		
	PRF072	ATTORNEY II		
	ADM042	CIVIC CENTER OPERATIONS MANAGER		
	PRF580	COORDINATOR OF PUBLIC HEALTH PREPAREDNESS		
	TEC148	DATABASE ADMINISTRATOR III		
	TEC145	IT DEVELOPER III		
	TEC134	IT INFRASTRUCTURE ENGINEER III		
	TEC176	IT PUBLIC SAFETY TECHNICIAN III		
	ADM129	IT TELECOM MANAGER		
	PRF605	NURSE PRACTITIONER		
	MGT065	OEM PROJECT COORDINATOR		
	MGT580	PROGRAM MANAGER		
	MGT665	RADIO COMMUNICATION SUPERVISOR		
GROUP G-18	ADM125	ENTERPRISE APPLICATION MANAGER	26.894	46.638
	TEC047	INFORMATION TECHNOLOGY INFRASTRUCTURE MANAGER	4,662	8,084
	ADM127	INFORMATION TECHNOLOGY PUBLIC SAFETY MANAGER	55,939	97,007
	PRF100	INTERNAL AUDITOR		
	ADM091	PROJECT MANAGER		
	ADM165	WATER RECLAMATION FACILITY MANAGER		
	ADM175	WATER UTILITIES MAINTENANCE MANAGER		
GROUP G-20	ADM115	ASSOCIATE MUNICIPAL COURT JUDGE	29.650	51.419
	ADM095	EMERGENCY COMMUNICATIONS CENTER MANAGER	5,139	8,913
			61,673	106,951
GROUP G-21	ADM078	ASSISTANT CITY ATTORNEY	31.133	53.990
	ADM121	ASSISTANT CITY AUDITOR	5,396	9,358
	ADM211	ASSISTANT CITY ENGINEER	64,756	112,299
	ADM041	ASSISTANT CIVIC CENTER MANAGER		
	ADM591	ASSISTANT DIRECTOR OF AM & W		
	ADM085	ASSISTANT DIRECTOR OF AVIATION		
	ADM031	ASSISTANT DIRECTOR OF LIBRARY SERVICES		
	ADM580	ASSISTANT DIRECTOR OF PUBLIC HEALTH		
	ADM051	ASSISTANT EMERGENCY MGMT COORDINATOR		
	ADM061	ASSISTANT FACILITIES MANAGER		
	ADM404	ASSISTANT GM OF GOLF OPERATIONS		
	ADM171	ASSISTANT MANAGER UTILITY BILLING		
	ADM141	ASSISTANT PURCHASING AGENT		
	ADM531	ASSISTANT TRANSIT MANAGER		
	ADM055	ASSISTANT WIC DIRECTOR		
	ADM355	CHIEF CHEMIST: ENVIRONMENTAL PROGRAMS MANAGER		
	ADM310	CHIEF WATER UTILITIES ENGINEER		
	ADM073	DEPUTY BUILDING OFFICIAL		
	ADM112	DEPUTY COURT CLERK AND ASST. ADMINISTRATOR		
	ADM081	DEPUTY DIRECTOR OF AVIATION		
	ADM105	DRAINAGE UTILITY SUPERINTENDENT		
	ADM099	ENVIRONMENTAL HEALTH DEPUTY DIRECTOR		
	ADM560	HOUSING ADMINISTRATOR		
	ADM601	HUMAN RESOURCES MANAGER		
	ADM905	MPO ADMINISTRATOR		
	ADM410	PARK SUPERINTENDENT		
	ADM230	SHOP SUPERINTENDENT		
	ADM240	SOLID WASTE SUPERINTENDENT		
	ADM220	STREET SUPERINTENDENT		
	ADM541	TRANSPORTATION SUPERINTENDENT		

**CITY OF AMARILLO
2018/2019 GENERAL SALARY SCHEDULE**

	CLASS	DESCRIPTION	MINIMUM (hr/mth/yr)	MAXIMUM (hr/mth/yr)
	ADM345	WASTEWATER TREATMENT SUPERINTENDENT		
	ADM330	WATER AND SEWER SYSTEM SUPERINTENDENT		
	ADM320	WATER PRODUCTION SUPERINTENDENT		
GROUP G-22	ADM075	SENIOR ASST. CITY ATTORNEY	32,690	56,689
			5,666	9,826
			67,994	117,913
GROUP G-23	ADM101	ASSISTANT DIRECTOR OF FINANCE	34,324	59,524
	ADM401	ASSISTANT DIRECTOR OF PARKS AND RECREATION	5,949	10,317
	ADM215	ASSISTANT DIRECTOR OF PLANNING	71,394	123,809
	ADM201	ASSISTANT DIRECTOR OF PUBLIC WORKS		
	ADM301	ASSISTANT DIRECTOR OF UTILITIES		
	ADM071	DEPUTY CITY ATTORNEY		
	PRF020	ECONOMIC DEVELOPMENT SPECIALIST		
	ADM405	GM OF GOLF OPERATIONS		
	ADM131	INFORMATION TECHNOLOGY ASSISTANT DIRECTOR		

CITY OF AMARILLO

FIRE DEPARTMENT PAY SCHEDULE

Effective 09/27/18

Class	Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Assign Pay*	Months Before Raise			
								S2	S3	S4	S5
FIR860	Firefighter (40 hour week)	3,618	3,948	4,310	4,703	5,129	444	12	24	36	48
FIR865	Firefighter (56 hour week)	3,618	3,948	4,310	4,703	5,129					
FIR850	Fire Driver (40 hour week)	5,426	5,478	5,530	5,582	5,635	495	12	24	36	48
FIR870	Fire Driver (56 hour week)	5,426	5,478	5,530	5,582	5,635					
FIR840	Fire Lieutenant (40 hour week)	6,001	6,059	6,118	6,176	6,236	541	12	24	36	48
FIR875	Fire Lieutenant (56 hour week)	6,001	6,059	6,118	6,176	6,236					
FIR830	Fire Captain (40 hour week)	6,739	6,803	6,867	6,933	6,998	614	12	24	36	48
FIR880	Fire Captain (56 hour week)	6,739	6,803	6,867	6,933	6,998					
FIR820	Fire District Chief (40 hour week)	7,663	7,737	7,814	7,885	7,961	700	12	24	36	48
FIR885	Fire District Chief (56 hour week)	7,663	7,737	7,814	7,885	7,961					

*Monthly assignment pay for a 40 hour week

CITY OF AMARILLO
POLICE DEPARTMENT PAY SCHEDULE

Effective 09/27/18

Class	Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Months Before Raise							
										S2	S3	S4	S5	S6	S7	S8	
POL760	Police Officer	4,297	4,555	4,828	5,118	5,553	5,609	5,664	5,721	12	24	36	48	72	96	120	
POL750	Corporal	5,766	5,824	5,882	5,941	6,000	6,061			24	48	72	96	120			
POL740	Sergeant	6,392	6,457	6,522	6,586	6,652	6,719			24	48	72	96	120			
POL730	Lieutenant	7,247	7,319	7,392	7,466	7,566	7,616			24	48	72	96	120			
POL720	Captain	8,186	8,268	8,351	8,434	8,518				24	48	72	96				

CITY OF AMARILLO

INCENTIVE/CERTIFICATION PAY PLAN

ALL FULL-TIME CITY PERSONNEL

Monthly Pay Amount

Bilingual (1026/1017)	\$50
Sign Language (1027/1021)	\$50
Journeyman Electrician (1075)	\$75
Journeyman HVAC (1058)	\$75
Shift Differential (1076)	\$50
Commercial Driver's License (1077)	\$50
Certified Welder (1088)	\$100
Tire Industry Association Certification (1099)	\$50
Tire Industry Association Certified Trainer (1104)	\$100
Automotive Society of Engineers (ASE) Certification 1 (1107)	\$25
Automotive Society of Engineers (ASE) Certification 2 (1108)	\$50
Automotive Society of Engineers (ASE) Certification 3 (1109)	\$75
Automotive Society of Engineers (ASE) Certification 4 (1112)	\$100
Automotive Society of Engineers (ASE) Master Technician (1113)	\$150

FIRE AND POLICE DIVISIONS

Monthly Pay Amount

CERTIFICATE PAY:

Fire and Police

Intermediate Certificate (1055/1004)	\$50
Advanced Certificate (1050/1000)	\$75
Master Certificate (1052/1002)	\$100

EDUCATION PAY:

Fire and Police

10 - 19 Hours College Credit (1064/1016)	\$15
20 - 29 Hours College Credit (1063/1014)	\$25
30+ Hours College Credit (1062/1012)	\$35
60+ Hours College Credit/Associates Degree (1061/1010)	\$75
Bachelors Degree (1059/1008)	\$125
Masters Degree (1060/1006)	\$150

LONGEVITY:

Fire (1139/1140/1141/1142)

01 and above years of service (\$6 times years of service)	\$6 to \$200
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Police (1135/1137)

01 to 04 years of service (\$4 times years of service)	\$4 to \$16
05 to 09 years of service (\$5 times years of service)	\$25 to \$45
10 to 14 years of service (\$6 times years of service)	\$60 to \$84
15 to 19 years of service (\$7 times years of service)	\$105 to \$133
20 and above years of service (\$8 times years of service)	\$160 to \$200

The maximum longevity monthly pay amount for Police and Fire shall not exceed \$200

CITY OF AMARILLO

INCENTIVE/CERTIFICATION PAY PLAN

FIRE AND POLICE DIVISIONS (CONT.)

Monthly Pay Amount

OTHER:

Fire

EMT-Intermediate (1022/1018)	\$100
EMT-Paramedic (1023/1019)	\$200

Fire Civilian

Fire Emergency Vehicle Technician – Level I (1051)	\$25
Fire Emergency Vehicle Technician – Level II (1053)	\$50
Fire Emergency Vehicle Technician – Level III (1054)	\$75

Police

Field Training Officer (1149)	\$25 per training day
Crises Intervention (1044)	\$50
Shift Differential (2.5% of base) (1168)	\$107 to \$213

Police Civilian

Typist Piece Rate (1132)	\$0.60 per minute
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A Firefighter or Police Officer can receive both certificate pay and education pay. However, both certificate pay and education pay do not accumulate. A Firefighter or Police Officer can be paid for only one category of certificate pay (intermediate, advanced, or master certificate). Correspondingly, a Firefighter or Police Officer can be paid for only one level of education pay (10 hours credit, 20 hours credit, 30 hours credit, Associates Degree, Bachelors Degree, or Masters Degree).

DEVELOPMENT SERVICES DIVISION

Monthly Pay Amount

Community Development

Lead Inspector (1057)	\$50
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Building Safety

Code Level I (1120)	\$125
Code Level II (1125)	\$200
Code Level III (1130)	\$275

PUBLIC WORKS DIVISION

Monthly Pay Amount

Solid Waste

Solid Waste C License (1117)	\$50
Solid Waste B License (1118)	\$100
Solid Waste A License (1119)	\$200

Engineering

Survey Technician Level I (1071)	\$25
Survey Technician Level II (1072)	\$50
Survey Technician Level III (1073)	\$100
Survey Technician Level IV (1074)	\$200

CITY OF AMARILLO

INCENTIVE/CERTIFICATION PAY PLAN

PUBLIC WORKS DIVISION (CONT.)

	Monthly Pay Amount
Traffic	
Traffic Signals I (1095)	\$100
Traffic Signals II (1096)	\$200
Traffic Signs and Markings I (1097)	\$50
Traffic Signs and Markings II (1098)	\$100
Fleet Services	
Section Leader Certification (1079)	\$100

PARKS DIVISION

	Monthly Pay Amount
Certified Grounds Keeper (1080)	\$30
Licensed Irrigation Installer (1081)	\$30
Chemical Imm. of Animals (Zoo) (1082)	\$75
Certified Pool & Spa Operator (1083)	\$75
Certified Playground Inspector (1084)	\$100
Arborist Certification Program (1085)	\$75
Certified Backflow Inspector (1086)	\$100
Certified Irrigation License (1087)	\$100
Master Gardener Certification (1089)	\$75
Aquatic Facility Operator (AFO) (1090)	\$75
Certified Park Maintenance School Graduate (1091)	\$150
Instructor Trainer-Lifeguard Instructor (1092)	\$100
Lifeguard Instructor (1093)	\$50
Certified Chemical Applicator (1094)	\$50
CPR/First Aid Instructor (1128)	\$50

MANAGEMENT & ADMINISTRATION DIVISION

	Monthly Pay Amount
Amarillo Emergency Communication Center	
Intermediate Texas Commission on Law Enforcement Officers Standards (1028)	\$25
Advanced Texas Commission on Law Enforcement Officers Standards (1029)	\$25
Telecommunicator's Emergency Response Taskforce, Tactical Dispatch (1043)	\$25

Amarillo Emergency Communication Center Pay shall not exceed \$150 per month per employee.

PUBLIC SERVICES DIVISION

	Monthly Pay Amount
Animal Management and Welfare	
National Animal Control Association I (1129)	\$25
National Animal Control Association II (1133)	\$50
National Animal Control Association III (1134)	\$75
Euthanasia (1136)	\$50
Field Training Officer (1138)	\$50
Cat Care (1171)	\$50
Environmental Health	
Certified Chemical Applicator (1094)	\$50

CITY OF AMARILLO
INCENTIVE/CERTIFICATION PAY PLAN
PUBLIC SERVICES DIVISION (CONT.)

	Monthly Pay Amount
Public Health	
Director of Nursing (1146)	\$666
Transit	
Commercial Driver's License "P" Endorsement (1131)	\$50
Training Pay (1169)	\$50 when training

FINANCE DIVISION

	Monthly Pay Amount
Municipal Court	
Court Clerk I (1101)	\$50
Court Clerk II (1102)	\$75
Court Clerk III (1103)	\$100

UTILITY DIVISION

	Monthly Pay Amount
"A" Water (1065)	\$200
"A" Wastewater (1067)	\$200
"B" Water (1070)	\$100
"B" Wastewater (1100)	\$100
"C" Water (1105)	\$50
"C" Wastewater (1110)	\$50
"D" Water (1106)	\$25
"D" Wastewater (1111)	\$25
Confined Space Entry (1068)	\$100
National Environmental Laboratory Accreditation Conference Technical Director (1069)	\$100
Survey Technician Certification	Monthly Pay Amount
Level I (1071)	\$25
Level II (1072)	\$50
Level III (1073)	\$100
Level IV (1074)	\$200
Collection System Operator	Monthly Pay Amount
Class I (1114)	\$25
Class II (1115)	\$50
Class III (1116)	\$100
Environmental Lab	Monthly Pay Amount
Household Hazard Waste Processor (1031)	\$200

Utility Division Certification Pay shall be for one license only per employee.

CITY OF AMARILLO

INCENTIVE/CERTIFICATION PAY PLAN

AIRPORT DIVISION

American Association of Airport Executives (AAAE)	Monthly Pay Amount
Communications (1154)	\$25
Security (1161)	\$25
Airfield Lighting Maintenance (1156)	\$25
Operations (1157)	\$25
Trusted Agent (1158)	\$25
Certified Member (1159)	\$50
Accredited Airport Executive (1163)	\$75

AAAE Certification Pay shall not exceed \$150 per month per employee.

Airport Police	Monthly Pay Amount
Field Training Officer (1024)	\$50

TCEQ Underground Storage Tank Operator	Monthly Pay Amount
Class A (1164)	\$75
Class B (1165)	\$75
Class C (1166)	\$50

INFORMATION TECHNOLOGY DIVISION

On Call Pay (1143)	\$1 hour
Holiday On Call Pay (1148)	\$3 hour

Note: The numbers in parenthesis at the end of each line are used internally by the City to identify the different types of incentive pay.

**CITY OF AMARILLO
2018/2019 EXECUTIVE AND MANAGERIAL SALARY SCHEDULE**

	CLASS	DESCRIPTION	MINIMUM (hr/mth/yr)	MAXIMUM (hr/mth/yr)
GROUP M-01	ADM047	ANIMAL MANAGEMENT & WELFARE VETERINARIAN	35.577	61.697
	ADM020	CITY SECRETARY	6,167	10,694
	ADM002	DIRECTOR OF COMMUNICATIONS	74,000	128,329
	MGT100	ECONOMIC DEVELOPMENT MANAGER		
	MGT870	FIRE MARSHAL		
	ADM620	HEALTH PLAN ADMINISTRATOR		
	MGT525	DEVELOPMENT CUSTOMER SERVICE COORDINATOR		
	ADM140	PURCHASING AGENT		
	ADM135	RISK MANAGEMENT DIRECTOR		
	ADM540	TRAFFIC ENGINEER		
ADM170	UTILITY BILLING MANAGER			
GROUP M-02	ADM510	BUILDING OFFICIAL	39.490	68.483
	ADM120	CITY AUDITOR	6,845	11,870
	ADM210	CITY ENGINEER	82,140	142,444
	ADM040	CIVIC CENTER MANAGER		
	ADM502	COMMUNITY DEVELOPMENT DIRECTOR		
	ADM590	DIRECTOR OF ANIMAL MANGEMENT AND WELFARE		
	ADM550	DIRECTOR OF ENVIRONMENTAL HEALTH		
	ADM030	DIRECTOR OF LIBRARY SERVICES		
	ADM581	DIRECTOR OF PUBLIC HEALTH		
	ADM585	DIRECTOR OF WIC		
	ADM050	EMERGENCY MANAGEMENT COORDINATOR		
	ADM060	FACILITIES & SPECIAL PROJECTS ADMINISTRATOR		
	ADM111	MUNICIPAL COURT ADMINISTRATOR		
	ADM530	TRANSIT MANAGER		
GROUP M-03	FIR810	DEPUTY FIRE CHIEF	43.834	76.016
	ADM080	DIRECTOR OF AVIATION	7,598	13,176
	ADM600	DIRECTOR OF HUMAN RESOURCES	91,175	158,113
	ADM520	DIRECTOR OF PLANNING AND DEVELOPMENT SERVICES		
GROUP M-04	ADM005	ASSISTANT POLICE CHIEF	48.656	80.920
	ADM375	CIP DIRECTOR	8,434	14,026
	ADM500	DIRECTOR OF COMMUNITY SAFETY & REGULATIONS	101,205	168,314
	ADM100	DIRECTOR OF FINANCE		
	ADM400	DIRECTOR OF PARKS AND RECREATION		
ADM300	DIRECTOR OF UTILITIES			
GROUP M-05	ADM200	DIRECTOR OF PUBLIC WORKS	48.656	84.378
	ADM137	INFORMATION SERVICES DIRECTOR	8,434	14,626
			101,205	175,506
GROUP M-06	ADM070	CITY ATTORNEY	54.008	84.377
	ADM800	FIRE CHIEF	9,361	14,625
	ADM700	POLICE CHIEF	112,337	175,505

**CITY OF AMARILLO
2018/2019 EXECUTIVE AND MANAGERIAL SALARY SCHEDULE**

	CLASS	DESCRIPTION	MINIMUM (hr/mth/yr)	MAXIMUM (hr/mth/yr)
GROUP E-01	ADM010	ASSISTANT CITY MANAGER	64,904	88,497
	ADM011	ASSISTANT CITY MANAGER	11,250	15,339
			135,000	184,073
GROUP E-02	ADM012	DEPUTY CITY MANAGER	71,394	97,346
			12,375	16,873
			148,500	202,480

**CITY OF AMARILLO
2018/2019 HOURLY SALARY SCHEDULE**

	CLASS	DESCRIPTION	HOURLY	
			MINIMUM	MAXIMUM
GROUP H-01	HRL040	CIVIC CENTER BOX OFFICE CLERK I	7.250	9.439
	HRL039	CIVIC CENTER TECHNICAL CREW		
	HRL050	EMERGENCY MANAGEMENT VOLUNTEER		
	HRL031	LIBRARY VOLUNTEER		
	HRL400	LIFE GUARD		
	HRL403	POOL CASHIER		
	HRL540	SCHOOL CROSSING GUARD		
	HRL541	SCHOOL CROSSING GUARD SUBSTITUTE		
	HRL402	SWIMMING LESSON INSTRUCTOR		
	HRL413	YOUTH WORKER - MAINTENANCE		
HRL411	YOUTH WORKER - RECREATION			
GROUP H-02	HRL095	AFTERSCHOOL PROGRAM ATTENDANT	7.250	9.628
	HRL065	ASSISTANT RECREATION COORDINATOR		
	HRL550	ENVIRONMENTAL HEALTH INVESTIGATOR		
	HRL090	FITNESS ATTENDANT		
	HRL405	HEAD LIFEGUARD		
	HRL417	LESSON COORDINATOR		
	HRL415	RECREATION LEADER		
	HRL414	RECREATION SPECIALIST		
GROUP H-03	HRL406	ASSISTANT - POOL MANAGER	7.250	10.393
	HRL905	ATHLETIC SPECIALIST		
	HRL100	BUILDING MECHANIC		
	HRL418	DISTRICT SUPERVISOR		
	HRL542	TRAFFIC COUNTER		
	HRL551	WEED INSPECTOR		
GROUP H-04	HRL125	ADOPTION SPECIALIST	7.250	11.025
	HRL025	ANIMAL ATTENDANT		
	HRL170	METER READER		
	HRL910	TEMPORARY INTERN		
GROUP H-05	HRL901	ACCOUNT CLERK I	7.250	11.484
	HRL904	ADMINISTRATIVE ASSISTANT		
	HRL260	CART ATTENDANT		
	HRL020	COMMUNITY SERVICE AIDE		
	HRL111	DATA ENTRY OPERATOR HOURLY		
	HRL113	FIRE INTERN		
	HRL085	FRONT DESK ATTENDANT		
	HRL252	GATE ATTENDANT		
	HRL270	GOLF COURSE MARSHAL		
	HRL935	LABORER		
	HRL032	LIBRARY MESSENGER		
	HRL530	LUBRICATION ATTENDANT		
	HRL970	MESSENGER		
	HRL053	PBX OPERATOR		
	HRL571	STD/HIV FIELD INVESTIGATOR		
	HRL033	TECHNOLOGY SERVICES TECH		
	HRL544	TRAFFIC CONTROL OFFICER		
HRL902	WATCHGUARD			
HRL587	WIC TECHNICIAN I			
GROUP H-06	HRL975	ANIMAL CONTROL OFFICER	7.250	12.035
	HRL042	BUILDING ATTENDANT		
	HRL041	CIVIC CENTER BOX OFFICE CLERK II		
	HRL875	CONCESSION WORKER		
	HRL915	CREW LEADER		

**CITY OF AMARILLO
2018/2019 HOURLY SALARY SCHEDULE**

	CLASS	DESCRIPTION	HOURLY	
			MINIMUM	MAXIMUM
	HRL911	CUSTODIAN I		
	HRL903	CUSTOMER SERVICE CLERK I		
	HRL590	NUTRITION TECHNICIAN I		
	HRL930	UTILITY WORKER		
GROUP H-07	HRL906	ACCOUNT CLERK II	7.400	12.689
	HRL960	DRAFTER I		
	HRL926	MECHANIC APPRENTICE		
	HRL140	PURCHASING CLERK		
	HRL925	SERVICER I		
GROUP H-08	HRL920	COLLEGE INTERN	7.760	13.263
	HRL265	DELI ATTENDANT		
	HRL211	ENGINEERING AIDE I		
	HRL221	EQUIPMENT OPERATOR I		
	HRL075	EXECUTIVE ADMINISTRATIVE ASSISTANT		
	HRL051	HAZMAT OUTREACH ASSISTANT		
	HRL940	LAB TECHNICIAN I		
	HRL038	OUTREACH SPECIALIST		
	HRL275	PRO SHOP ATTENDANT		
	HRL907	SECRETARY II		
	HRL080	SECURITY OPERATIONS AGENT		
	HRL164	STORE CLERK I		
	HRL409	SWIMMING POOL MGR.		
	HRL955	UTILITY MAINTENANCE MECHANIC I		
GROUP H-09	HRL421	ASSISTANT AQUATIC/ELLIS INSTRUCTOR	8.130	13.906
	HRL950	EQUIPMENT OPERATOR II		
	HRL592	NUTRITION TECHNICIAN II		
	HRL419	PLUMBER		
	HRL420	PROGRAM COORDINATOR		
	HRL240	WELDER I		
GROUP H-10	HRL941	ADMINISTRATIVE TECHNICIAN	8.510	14.550
	HRL531	BUS DRIVER		
	HRL909	COMMUNICATIONS TECHNICIAN		
	HRL980	HOUSING INSPECTOR		
	HRL034	LIBRARY ASSISTANT		
	HRL593	NUTRITION TECH III		
GROUP H-11	HRL951	EQUIPMENT OPERATOR III	8.920	15.249
	HRL230	MECHANIC		
	HRL215	PROJECT REPRESENTATIVE		
	HRL908	SECRETARY III		
	HRL548	SIGNAL TECHNICIAN		
	HRL251	TRANSFER TRUCK DRIVER		
GROUP H-12	HRL250	TRANSFER STATION OPERATOR	9.370	16.030
GROUP H-13	HRL585	NUTRITIONIST I	9.910	16.925
	HRL700	OFFICIALS SPECIALIST ATHLETICS		
	HRL138	PERSONAL COMPUTER TECHNICIAN		
	HRL725	RANGE OFFICER		
	HRL545	SCHOOL CROSSING GUARD SUPERVISOR		
GROUP H-14	HRL145	COLLECTIONS CLERK	10.420	17.805

**CITY OF AMARILLO
2018/2019 HOURLY SALARY SCHEDULE**

	CLASS	DESCRIPTION	HOURLY	
			MINIMUM	MAXIMUM
	HRL916	ELECTRICIAN I		
	HRL555	ENVIRONMENTAL TECHNICIAN		
	HRL945	EQUIPMENT MECHANIC I		
	HRL052	HAZMAT OUTREACH COORDINATOR		
	HRL035	LIBRARIAN I		
	HRL575	LVN		
	HRL586	NUTRITIONIST II		
GROUP H-15	HRL141	COMPUTER PROGRAMMER I	11.500	19.659
	HRL770	EMERGENCY COMMUNICATIONS SPECIALIST		
	HRL965	INSPECTOR		
GROUP H-16	HRL520	BUDGET ANALYST	12.080	20.671
	HRL581	DISEASE INTERVENTION SPECIALIST II		
	HRL570	HEALTH PROMOTION SPECIALIST		
	HRL500	MANAGEMENT ANALYST		
GROUP H-17	HRL110	COURT REPORTER	13.240	22.657
	HRL582	NUTRITIONIST IV		
	HRL870	PUBLIC FIRE SAFETY SPECIALIST		
GROUP H-18	HRL120	BAILIFF	13.900	23.781
	HRL121	INFORMATION TECHNOLOGY TECHNICIAN		
	HRL990	OFFICE MANAGER		
GROUP H-19	HRL045	ADMINISTRATIVE HEARING OFFICER	14.600	62.135
	HRL775	CIVILIAN IDENTIFICATION TECHNICIAN		
	HRL595	DIETITIAN		
	HRL750	DISTRICT ATTORNEY LIAISON OFFICER		
	HRL830	ENGINEER		
	HRL871	FIRE INSPECTOR		
	HRL946	FLEET MANAGER		
	HRL850	MANAGEMENT INTERN		
	HRL115	MUNICIPAL COURT JUDGE		
	HRL560	NURSE PRACTITIONER		
	HRL573	PHYSICIAN		
	HRL572	REGISTERED NURSE		
	HRL610	SAFETY TRAINER		



ORDINANCE NO. 7761

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AMARILLO, ADOPTING THE BUDGET FOR THE FISCAL YEAR OCTOBER 1, 2018, THROUGH SEPTEMBER 30, 2019, FOR THE CITY OF AMARILLO; APPROPRIATING MONEY FOR THE VARIOUS FUNDS AND PURPOSES OF SUCH BUDGET; AMENDING VARIOUS TERMS AND PROVISIONS OF THE AMARILLO MUNICIPAL CODE TO ADD, MODIFY, INCREASE, OR DELETE VARIOUS FEES AND RATES; CHAPTER 8-5, ARTICLE IV, CONCERNING CERTAIN ENVIRONMENTAL HEALTH FEES; CHAPTERS 12-1 AND 12-4 CONCERNING PARK AND RECREATION FEES; CHAPTERS 18-2, 18-3, AND 18-4, CONCERNING VARIOUS WATER AND SEWER RATES; PROVIDING A SAVINGS AND SEVERABILITY CLAUSE; REPEALING ALL ORDINANCES AND APPROPRIATIONS IN CONFLICT; PROVIDING AN EFFECTIVE DATE.

WHEREAS, a budget for operating the municipal government of the City of Amarillo for the fiscal year October 1, 2018 through September 30, 2019 (hereafter, "fiscal year" or "FY") has been prepared by the City Manager of the City of Amarillo; and

WHEREAS, all public notices and hearings required by State law and the City Charter have been duly and legally advertised, published and conducted as required; and

WHEREAS, said budget has been filed with the City Secretary for more than fifteen (15) days immediately prior to the public hearing heretofore held upon said budget; and

WHEREAS, at the public hearing the financial condition, comparative expenditures as filed, and public comments were duly considered;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO, TEXAS:

SECTION 1. That the budget as filed with the City Secretary of the City of Amarillo for the fiscal year of October 1, 2018 through September 30, 2019 (hereafter, "the fiscal year"), together with any amendments made upon motion, second, and majority vote during public hearings, is hereby approved, adopted and ratified as the Annual Budget for the City of Amarillo, Texas, for the fiscal year.

SECTION 2. That the number, classification, and designation of each position, as listed in the Annual Budget and incorporated herein by reference, is hereby created, established and adopted as the official plan for the classified service and unclassified service (managerial schedule and ~~part-time~~ schedule) of the City of Amarillo for the fiscal year. Any classified or unclassified position which is not listed in said Annual Budget is expressly found, after having been examined in budget work sessions to

be a surplus position and, in order to increase efficiency of providing service and to reduce expenditures, such position is hereby abolished. The number of authorized positions may be increased by subsequent action if grants or other revenue sources become available during the fiscal year to fund such position(s). On October 1, 2018, six (6) new patrolmen positions and five (5) new firefighter positions will be added to authorized positions.

SECTION 3. That in accordance with the annual personnel budget for the City, effective January 1, 2019, the City contribution rate to the Texas Municipal Retirement System will be 12.18%. Effective January 1, 2019, the City contribution rate to the Amarillo Firemen’s Relief and Retirement Fund will be 19.57%. Effective January 1, 2019, the City contribution rate towards the City’s Other Post Employment Benefits (OPEB) liability will be two point forty-three percent (2.43%). This does not change the amounts contributed by employees each payroll period.

SECTION 4. That, in accordance with the annual budget adopted for the Planning Department, Chapter 4-6, Article I, Section 4-6-3, of the Amarillo Municipal Code is hereby added to read as follows:

Sec. 4-6-3. Fees.

(a) Fees related to the processing of applicable permits and services described in this Chapter shall be set out as follows:

TABLE NUMBER ONE

	<i>Description</i>	<i>Fee</i>	<i>Technology Fee</i>
(1)	Right of Way (ROW) Permit Fee	\$260.00	\$10.00
(2)	ROW Re-inspection Fee	\$50.00	\$10.00
(3)	ROW No Permit Fee (per day)	\$500.00	\$10.00
(4)	Flood Plain Development Permit	\$200.00	\$10.00
(5)	Sidewalk Wavier –Commercial	\$800.00	\$10.00
(6)	Sidewalk Wavier –Residential	\$80.00	\$10.00
(7)	Street Name Change	\$660.00 + cost of sign	\$10.00
(8)	Drainage Report Application Fee	\$250.00	\$10.00
(9)	Drainage Report Fee (Per Acre	\$3.00	\$10.00
(10)	Notification Supplementary Fee	\$160.00	\$10.00
(11)	Construction Plan Review	1% of the total	\$10.00

		cost of the project.	
(12)	Construction Application Fee	\$250.00	\$10.00
(13)	Multiple Location per Permit Fee	\$100.00	

SECTION 5. That, in accordance with the annual budget adopted for Parks and Recreation Department, Chapter 12-4, Section 12-4-5, of the Amarillo Municipal Code is hereby amended to read as follows:

- (a) [NO TEXT CHANGE]
- (b) Golf cart rental fees (tax included):
 - 9 holes\ ~~\$14.00~~ 15.00
 - 18 holes\ ~~28.00~~ 30.00
- (c) – (g) [NO TEXT CHANGE]

SECTION 6. That, in accordance with the annual budget adopted for the Building Safety Department, Chapter 4-1, Article I, Division 5, Section 4-1-50, of the Amarillo Municipal Code is hereby amended to read as follows:

Sec. 4-1-50. - Plumbing permit fees.

- (a) [NO TEXT CHANGE]
- (b) (1)-(8) [NO TEXT CHANGE]
- (9) Wastewater Discharge Permit Fee \$85.00

SECTION 7. That Chapter 8-5, Article 1, Section 8-5-1, of the Amarillo Municipal Code is hereby amended:

Sec. 8-5-1. - Definitions.

Director of Public Health: The manager of the Department of Public Health appointed by the Public Health Administrator and charged with implementing public health promotion and maintenance services; infectious disease control, isolation, quarantine, and prevention services; community health assessment, and public health education and information services for the Amarillo Bi-City-County Health District.

SECTION 8. That Chapter 8-5, Article I, Section 8-5-2, of the Amarillo Municipal Code is hereby amended

Sec. 8-5-2. - Adoption of State Law, Rules and Regulations.

(a) The following Chapters of the Texas Health and Safety Code and applicable administrative regulations as published by the Texas Department of State Health Services and the Texas Department of Licensing and Regulation, as such now exists and hereafter amended or re-codified, are hereby adopted by reference as if fully set out herein:

(1) Chapter 81 Communicable Diseases.

~~(2)~~ (3) Chapter 97 Subchapter A Control of Communicable Diseases.

~~(2)~~ (3) Chapter 228 Texas Food Establishment Rules.

~~(3)~~ (4) Chapter 341 Minimum Standards of Health and Sanitation (Section 341.001, § 341.011, § 341.014, § 341.061-.068 only).

~~(4)~~ (5) Chapter 342 Local Regulation of Sanitation (Section .001 and .021 only).

~~(5)~~ (6) Chapter 433 Meat and Poultry Inspection Act.

~~(6)~~ (7) Chapter 434 Public Health Provisions Relating to Production of Baked Goods.

~~(7)~~ (8) Chapter 438 Public Health Measures Relating to Food (Section .001-.035 only).

~~(8)~~ (9) The Texas Administrative Code, Chapter 285, On-site Sewage Disposal Rules as published by the Texas Commission on Environmental Quality as the same now exists or is hereafter amended are hereby adopted by reference as if fully set out herein.

~~(9)~~ (10) The Texas Administrative Code, Chapter 265, Subchapter L, Standards for Pools and Spas (Section 185-208).

~~(10)~~ (11) The Texas Administrative Code, Chapter 265, Subchapter M, Public Interactive Water Features and Fountains

SECTION 9. That, in accordance with the annual budget adopted for the Environmental Health Department, Chapter 8-5, Article IV, Section 8-5-15, of the Amarillo Municipal Code is hereby amended to read as follows:

Sec. 8-5-15 Fees

(a) Environmental Health Fees.

(1) Food Establishments that are eating or drinking establishments; permit fees and renewal of fees are based on Occupancy Loads as established by the City Building Official and are as follows:

0 to 50 ~~\$258.00~~ 266.00
51 to 150 ~~\$361.00~~ 372.00
151 to 250 ~~\$464.00~~ 478.00
251 to 350 ~~\$567.00~~ 585.00
Over 350 ~~\$670.00~~ 691.00

2) Food Establishments where 50% or more of their business is for offsite consumption permit fees and renewal fees are based on square footage of the business and area as follows:

Square Feet
0 to 500 ~~\$258~~ 266.00
501 to 3,000 ~~\$361~~ 372.00
3,001 to 5,000 ~~\$464~~ 478.00
5,001 to 15,000 ~~\$567~~ 585.00
15,001 and Over ~~\$670~~ 691.00

(3) Food Establishment permit fees for Caterers, Farmers Markets, Mobile Food Units (to include snow cone stands) ~~\$258.00~~ 266.00

(4) Food Establishment permit fees for schools and child care facilities ~~\$258.00~~ 266.00

(5) Produce Vendor ~~52.00~~

(6) (5) Food Establishment Application Fee for New, Change of Owner, Remodel, or Repair ~~26.00~~ 27.00

(7) (6) Food Establishment Plan Review and Inspection for New, Change of Owner, Remodel, or Repair ~~88.00~~ 91.00

(8) (7) Prepackaged Food Vendors less than 200 square feet of total food operation area are exempt from permit and fees.

(9) (8) TCS Vending Machine permit fees ~~103~~ 107.00 per unit.

~~(40)~~ (9) Food Establishment Re-inspection Fee ~~78~~ 81.00, (2nd) 103.00, (3rd) 124.00 (4th) 155.00

- ~~(11)~~ (10) Duplicate copy of permit, registration, or license 2627.00
- ~~(12)~~ (11) Late Food Establishment Permit Fee ~~52~~ 54.00, after 30 days 103.00
- ~~(13)~~ (12) Application fee for New and Change of Owner for *Liquor License* 2627.00
- ~~(14)~~ (13) Late Renewal fee of *Liquor License* 2627.00
- ~~(15)~~ (14) Application fee for New and Change of Owner for Beer and Wine *License* 2627.00
- ~~(16)~~ (15) Late Renewal fee for Beer and Wine *License* ~~26~~ 27.00
- ~~(17)~~ (16) Environmental Inspection of a child care facility or group home ~~52~~ 54.00
- ~~(18)~~ (17) Temporary Food Establishment permit per day per booth. *Licensed caterers must obtain a Temporary Food Establishment permit but are exempt from fees.*

# of Booths	Large Events	Small Events
	(21 booths or greater)	(20 booths or less)
0-5	X	\$ 26 <u>27.00</u>
6-12	X	\$ 21 <u>22.00</u>
13-20	X	\$ 16 <u>17.00</u>
21-40	\$ 21 <u>22.00</u>	X
41-80	\$ 16 <u>17.00</u>	X
81 or more	\$ 11 <u>12.00</u>	X

- ~~(19)~~ (18) Certified Food Manager annual registration ~~42~~ 44.00.
- ~~(20)~~ (19) Late Certified Food Manager annual registration ~~11~~ 12.00
- ~~(21)~~ (20) Certified Food Manager Certification (course and exam) ~~155~~ 60.00 per person.
- ~~(22)~~ (21) Food Handler Certification (course and exam) ~~21~~ 22.00 per person.
- ~~(23)~~ (22) Water sample collection ~~42~~ 44.00.
- ~~(24)~~ (23) OSSF - Primary Treatment systems for single family dwellings ~~258~~ 400.00
- ~~(25)~~ OSSF - Primary Treatment systems for multi-family dwellings ~~289.00~~
- ~~(26)~~ OSSF - Advanced Treatment systems (secondary treatment or greater) ~~309.00~~
- ~~(27)~~ (24) OSSF - Existing system inspection ~~155~~ 60.00
- ~~(28)~~ (25) OSSF - Re-inspection fee ~~78~~ 81.00

(29) (26) (Annual permit (year round usage) for Public pools and spas, PIWF; Semi-public pools, spas, PIWF ~~206~~213.00 or, if more than one (1) at the same property, then \$~~52~~54.00 for each unit after the first. Fees will not be pro-rated. Permits are non-transferable.

(30) (27) Seasonal permit (Operating less than 9 months of the permit year) for Public pools, spas, PIWF; Semi-public pools, spas, PIWF ~~103~~107.00 or, if more than one (1) at the same property, then \$~~52~~54.00 for each unit after the first.

(31)(28) Re-inspections to re-open a closed pool: \$~~52~~81.00. Every effort will be made to re-inspect the same day of notification that the violation(s) has been corrected. Re-inspections of closed pools will be made within one (1) working day. A re-inspection fee for code compliance may be required on the 2nd re-inspection.

(32) (29) Late fees for annual public pool permits will be \$~~52~~54.00 and for seasonal permits will be \$~~26~~27.00.

(33) (30) Cost per seat in the Certified Pool Technician course will be \$~~129~~33.00 for the initial 2-day course and exam. A one (1) day refresher course with exam will be offered for \$~~52~~54.00 per seat for those who have taken the initial course with the City. Payments must be made in advance and are non-refundable.

(34) (31) Application and plan review for new construction, modification, change of owner, or repair of a public swimming pool, spa, or PIFW: \$~~52~~.54.00

(35)(32) A Technology Fee of \$10.00 will apply to all applications excluding environmental health applications, temporary event applications and water samples.

(35)(33) All Environmental Health fees will increase annually by 3% or consumer Price Index (CPI), whichever is greater.

(37)(34) Merchant card service charge.....2.5%

(35) Food Handling & Daycare (Outside City Limits).....\$50.

(36) Sewage Disposal Permits.....\$400.

(37) Retail Food Permits (outside city limits).....\$50.00

(38) Grease Trap Technology Fee.....\$10

(39) Outside City Limits..... \$50.00

SECTION 10. That, in accordance with the annual budget adopted for the Parks and Recreation Department, Chapter 12-1, Article I, Section 12-1-4, of the Amarillo Municipal Code is hereby added to read as follows:

Sec. 12-1-4. – Warford Activity Center.

a. Visit and Membership Fees

	<u>Youth</u>	<u>Adult</u>	<u>Senior</u>	<u>Family</u>
<u>Day Visit</u>	<u>\$3.00</u>	<u>\$5.00</u>	<u>\$3.00</u>	
<u>Monthly Membership</u>	<u>\$15.00</u>	<u>\$20.00</u>	<u>\$15.00</u>	<u>\$60.00</u>
<u>Annual Membership</u>	<u>\$150.00</u>	<u>\$200.00</u>	<u>\$150.00</u>	<u>\$600.00</u>

b. After school activity fee (fee is in addition to any applicable fees as described in this Section):

<u>Member</u>	<u>\$20</u>
<u>Non-member</u>	<u>\$30</u>

c. Room Rental Fees (Operational hours) (1 hour minimum)

<u>Multi-Use Rooms</u>	<u>\$20.00 per hour</u>
<u>Kitchen</u>	<u>\$15.00 per hour (available only with Room Rental)</u>
<u>Gym</u>	<u>\$20.00 per hour – Half Court</u>

d. Room Rental Fees (Non-Operational hours) (2 hour minimum)

<u>Multi-Use Rooms</u>	<u>\$25.00 per hour</u>
<u>Kitchen</u>	<u>\$15.00 per hour (available only with Room Rental)</u>
<u>Gym</u>	<u>\$25 per hour –Half Court</u>

	<u>\$40.00 per hour – Full Court</u>
--	--------------------------------------

e. Other Facility Use Fees

<u>Pool</u>	<u>\$100 per hour (includes outdoor patio)(seasonal)</u>
<u>Grill</u>	<u>\$10 per hour (only with Room/Pool Rental)</u>
<u>Rental Deposit</u>	<u>\$50.00 (refundable)</u>

SECTION 11. Chapter 12-1, Article I, Section 12-1-5, of the Amarillo Municipal Code is hereby added to read as follows:

Sec. 12-4-5. – Other Facilities Rental.

<u>Stage with Electricity</u>	<u>\$75</u>
<u>Small shelter without Electricity</u>	<u>\$30</u>
<u>Small shelter with Electricity</u>	<u>\$40</u>
<u>Large shelter without Electricity</u>	<u>\$50</u>
<u>Large shelter with Electricity</u>	<u>\$60</u>
<u>Gazebo with Electricity</u>	<u>\$60</u>

Secs. 12-1-4 ~~6~~—12-1-10. - Reserved.

SECTION 12. That Chapter 8-3, Article IV, Division 2, Section 8-3-92 and 8-3-93, of the Amarillo Municipal Code are hereby amended to read as follows:

Sec. 8-3-92. - Residential collection and disposal.

(a) Residential collection and disposal charges shall be set out as follows:

TABLE NUMBER ONE

Type/Description Monthly Charge

(1) One-Family Residence ~~\$15.40~~59

(2) Two-Family Residence with 1 water meter ~~30.80~~31.18

- (3) Three-Family Residence with 1 water meter ~~46.20~~ 46.77
- (4) Four-Family Residence with 1 water meter ~~61.60~~ 62.36
- (5) Two-Family Residence, each unit on separate water meter, each unit ~~15.40~~ 15.59
- (6) One-Family Residence and single apartment on 1 water meter ~~30.80~~ 31.18
- (7) One-Family Residence and single apartment on 1 water meter, each unit ~~15.40~~ 15.59
- (8) One-family unit or single-family unit, without alley entrance, where it is necessary to carry out municipal solid waste for more than ten feet but less than 50 feet from the curb, each unit \$37.00
- (9) One-family unit or single-family unit, without alley entrance, where it is necessary to carry out municipal solid waste for more than 50 feet but less than 100 feet from the curb, each unit \$46.00
- (10) One-family unit or single-family unit, without alley entrance, where it is necessary to carry out the municipal solid waste more than 100 feet from the curb but less than 150 feet, each unit \$54.00

(11) Where adjustments to the carry out rate may be necessary, the Solid Waste Superintendent will make case by case determinations of the need and the appropriate rates.

(12) One additional curbside container may be provided at no charge to customers requiring more capacity than that provided by one container. Each additional container, beyond the first two, shall be charged for at a rate that is one half of the standard rate as listed in Sec. 8-3-92(a)(1).

(b) Within the City, the Residential collection and disposal charge shall be paid to the City of Amarillo and shall be mandatory of all owners or occupants with four or less Family Residences.

Sec. 8-3-93. - Commercial collection and disposal.

(a) *Table of charges.* Commercial collection and disposal charges shall be based on the size, type and number of containers and frequency of service established for such commercial collection. The monthly charges per container for commercial collection are as set out below:

TABLE NUMBER TWO
Monthly Charge Per Container

	Container Pickups Per Week

	Not More Than				
Container Volume (In Cu. Yds.)	2	3	4	5	6
Single container charge:					
3	\$63.73 <u>64.53</u>	87.17 <u>88.26</u>	115.39 <u>116.84</u>	143.62 <u>145.42</u>	171.84 <u>173.99</u>
4		146.91 <u>148.75</u>			290.85 <u>294.50</u>
6	107.66 <u>109.01</u>	159.88 <u>161.88</u>	212.00 <u>214.65</u>	264.43 <u>267.74</u>	316.52 <u>320.48</u>
8	116.39 <u>117.85</u>	172.84 <u>175.00</u>	229.29 <u>232.16</u>	285.73 <u>289.30</u>	342.18 <u>346.46</u>

(b) - (g) [NO TEXT CHANGE]

SECTION 13. That, in accordance with the annual budget adopted for the Animal Management and Welfare, Chapter 8-2, Article 1, Division 2, Section 8-2-4, of the Amarillo Municipal Code is hereby amended to read as follows

Sec. 8-2-4. - Fees.

(a) - (b) [NO TEXT CHANGE]

(c) *Other fees:*

(1) - (5) [NO TEXT CHANGE]

~~(6) Euthanasia:~~

~~_____ a. Cats 10.00~~

~~_____ b. Dogs 10.00~~

~~_____ 11-25 lbs 15.00~~

~~_____ 26-50 lbs 20.00~~

~~_____ 51 lbs and up 25.00~~

~~(7) (6) Small Animal trap, deposit (refundable upon timely return) \$90.00~~

~~(8) (7) Vaccination at intake, Animal medical treatment:~~

~~a. Vaccination (therapeutic or prophylactic), immunization fee (or actual cost whichever is more) 5.00~~

~~b. The owners of animals at the shelter requiring veterinarian services shall be charged the cost of the veterinarian fees.~~

~~(8) Surrender Fee.....\$20.00~~

(9) Adoption Fee - Canine	\$35.00
Adoption Fee - Feline.....	\$25.00

(d) [NO TEXT CHANGE]

SECTION 14. That, in accordance with the annual budget adopted for the Utility Division, the water rates and charges in Chapter 18-2, Article III, Section 18-2-57 of the Amarillo Municipal Code are hereby amended in part to read as follows:

(a) The following minimum monthly meter service charges include the first three thousand (3,000) gallons consumption:

Meter Size (inches)	Size Code	Water Rate 1 Inside City	Water Rate 2 Outside City
5/8 or ¾	A	\$13.91 <u>14.33</u>	\$20.87 <u>21.49</u>
1	B	18.67 <u>19.23</u>	28.01 <u>28.85</u>
1 ½	C	23.92 <u>24.64</u>	35.89 <u>36.97</u>
2	D	37.17 <u>38.29</u>	55.76 <u>57.43</u>
3 or FH Meter	L, H, X	136.74 <u>140.84</u>	205.11 <u>211.27</u>
4	E, Y	173.53 <u>178.74</u>	260.30 <u>268.11</u>
6	F A	259.46 <u>267.25</u>	389.20 <u>400.88</u>
8 or larger	G, J, K, M, W	357.71 <u>368.45</u>	536.57 <u>552.67</u>

(b) In addition to the monthly meter charge set forth in subsection (a) above, the following shall apply to the amount of water used in excess of three thousand (3000) gallons per month:

TABLE INSET:

<i>Quantity (gallons)</i>	Inside City per 1,000 Gallons	Outside City per 1,000 Gallons
<i>Residential:</i>		
0 -- 3,000	Minimum Charge	Minimum Charge
3,001 --10,000	\$ 2.48 <u>2.56</u>	\$ 3.72 <u>3.84</u>
10,001-30,000	3.25 <u>3.34</u>	4.87 <u>5.02</u>
30,001 – 50,000	4.81 <u>4.95</u>	7.21 <u>7.43</u>
Over 50,000	5.46 <u>5.63</u>	8.20 <u>8.45</u>

TABLE INSET:

<i>Commercial / Industrial:</i>		
0 -- 3,000	Minimum Charge	Minimum Charge
Over 3,000	\$ 2.83 <u>2.92</u>	\$ 4.25 <u>4.38</u>

TABLE INSET:

<i>Irrigation (all service groups)</i>		
0 – 3,000	Minimum charge	Minimum charge
3,001 – 10,000	\$2.83 <u>2.92</u>	\$ 4.25 <u>4.38</u>
10,001 – 30,000	3.25 <u>3.34</u>	4.87 <u>5.02</u>
30,001 – 50,000	4.81 <u>4.95</u>	7.21 <u>7.43</u>
Over 50,000	5.46 <u>5.63</u>	8.20 <u>8.45</u>

SECTION 15. That, in accordance with the annual budget adopted for the Utility Division, the waste water rates and charges in Chapter 18-3, Article IV, Section 18-3-73 and Section 18-3-74 of the Amarillo Municipal Code are hereby amended in part to read as follows

Meter Size (inches)	Charge for the first 3,000 gallons
5/8 or ¾	\$ 15.75 <u>16.23</u>
1	16.27 <u>16.76</u>
1½	16.70 <u>17.20</u>
2	18.13 <u>18.67</u>
3	20.50 <u>21.11</u>
4	29.96 <u>30.86</u>
6	44.09 <u>45.41</u>

8 or larger

~~58.28~~ 60.02

(2) For usage in excess of three thousand (3,000) gallons a monthly service charge shall also be charged to all Residential users in the amount of ~~one dollar and eighty-two cents (\$1.82)~~ one dollar and ninety-three cents (\$1.93) per one thousand (1,000) gallons of water used over the initial allotment of 3,000 gallons. The service charge for all Commercial and Industrial users shall be ~~two dollars and four cents (\$2.04)~~ two dollars and ten cents (\$2.10) per one thousand (1,000) gallons over the initial allotment, unless the Wastewater is metered in which case the service charge shall be ~~two dollars and twenty-five cents (\$2.25)~~ two dollars and thirty-two cents (\$2.32) per thousand over the initial allotment as more specifically set forth hereinafter.

a. - d. [NO TEXT CHANGE]

(3) [TEXT UNCHANGED]

(4) [TEXT UNCHANGED]

Sec. 18-3-74. Rates beyond corporate limits.

(1) [NO TEXT CHANGE]

(2) A monthly service charge shall also be charged to residential Users outside the corporate limits in the amount of ~~two dollars and eighty-two cents (\$2.82)~~ two dollars and ninety-one cents (\$2.91) per one thousand (1,000) gallons of water used over the initial allotment of 3,000 gallons. The service charge for all Commercial and Industrial users outside the corporate limits shall be ~~three dollars and six cents (\$3.06)~~ three dollars and fifteen cents (\$3.15) per one thousand (1,000) gallons over the initial allotment of 3,000 gallons, unless the wastewater is actually metered, in which case the service charge shall be three dollars and ~~thirty-seven cents (\$3.37)~~ forty-seven cents (\$3.47) or as contracted.

SECTION 16. That, in accordance with the annual budget adopted for the Utility Division, the waste water rates and charges in Chapter 18-3, Article IV, Section 18-3-77 of the Amarillo Municipal Code are hereby amended in part to read as follows

Sec. 18-3-77. - Disposal charges for liquid waste disposal.

(a) A disposal charge of ~~fifteen dollars (\$15.00)~~ thirty-five dollars (\$35.00) per each one thousand (1,000) gallons of tank capacity or fraction thereof will be assessed each time that Wastes as described in this article are deposited.

SECTION 17. That, in accordance with the annual budget adopted for the Utility Division, drainage fees in Chapter 18-4, Article II, Section 18-4-14 of the Amarillo Municipal Code are hereby amended in part to read as follows:

(a) – (f) [NO TEXT CHANGE]

(g) The following ERU monthly billing rate is hereby established and shall be used to calculate the total monthly Drainage Utility Charge for all property located in the City, both residential and commercial, in accordance with the applicable formula established in this subsection: ERU rate = ~~2.6471~~per ERU per month.

(h) – (j) [NO TEXT CHANGE]

SECTION 18. That should any part, portion, section, fee, charge, or expenditure enacted by or contained within either this ordinance or the budget that it adopts, be declared inoperative, unconstitutional, invalid, or void for any reason by a court of competent jurisdiction, then such decision, opinion, or judgment shall in no way affect the remaining portions, parts, sections, fees, charges, or expenditures of either this ordinance or the budget, which remaining provisions shall be and remain in full force and effect.

SECTION 19. That all ordinances, resolutions, and appropriations for which provisions have heretofore been made are hereby expressly repealed to the extent of any conflict with the provisions of this ordinance.

SECTION 20. That the City Manager is authorized to approve transfers between line items in any departmental budget and to make transfers between funds within the budget which will neither decrease a program or service adopted in said budget, nor increase expenditures over the total amount of expenditures approved in said budget, in order to meet unanticipated expenditures within any department, program, or service.

SECTION 21. That this ordinance shall be effective on and after its adoption; provided, however, that the Annual Budget adopted herein, along with fees and charges established herein, shall

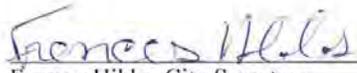
be effective on October 1, 2018, unless a different effective date is specified for a particular Section hereof.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading the 11th day of September, 2018; and PASSED on Second and Final Reading the 18th day of September, 2018.



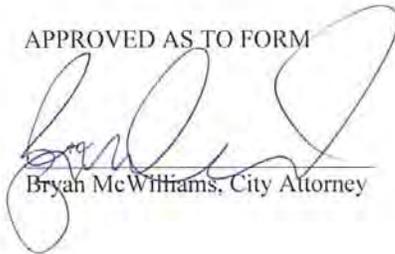
Ginger Nelson, Mayor

ATTEST:



Frances Hibbs, City Secretary

APPROVED AS TO FORM



Bryan McWilliams, City Attorney

ORDINANCE NO. 7762

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF AMARILLO, TEXAS: APPROVING TAX ROLL; SETTING THE TAX RATE AND LEVYING A TAX UPON ALL PROPERTY SUBJECT TO TAXATION WITHIN THE CITY OF AMARILLO FOR THE TAX YEAR 2018; ESTABLISHING AN EFFECTIVE DATE; REPEALING CONFLICTING ORDINANCES.

WHEREAS, the Chief Appraisers of the Potter and Randall Counties Tax Appraisal Districts have prepared and certified the appraisal roll for the City of Amarillo, Texas, said roll being that portion of the approved appraisal roll from each Tax Appraisal District which lists property taxable by the City of Amarillo within each respective county; and

WHEREAS, the Chief Appraisers of the Potter and Randall Counties Tax Appraisal Districts have performed the statutory calculations required by Section 26.04 of the Texas Property Tax Code and has submitted said rates to the City Council of said City prior to its adoption of this ordinance; and,

WHEREAS, the City has published the effective tax rate, the rollback tax rate, and other information as allowed or required by the Texas Local Government Code, and has fulfilled all other requirements for publication and postings as required by law, in a manner designated to call to the attention of all residents of said City; and,

WHEREAS, the City Council has complied with all applicable posting, hearing, filing, and meeting requirements of Texas law prior to the setting of the tax rate for 2018; and

WHEREAS, a quorum of the City Council is present in a regular meeting open to the public; NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF AMARILLO, TEXAS:

SECTION 1. That the appraisal roll with the amount of tax calculated thereon by the Tax Assessor Collectors of Potter and Randall Counties is hereby approved.

SECTION 2. That for the year 2018, there is hereby levied on all of the property located in the City of Amarillo, Texas, on the first day of January, 2018, and not exempted from taxation by the Constitution and Statutes of the State of Texas, an ad valorem tax of \$0.04140 for debt expenses plus \$0.32698 for maintenance and operation expenses (total of \$0.36838, per \$100.00 valuation of all such property) to provide revenue for carrying on the City Government and the current expenses thereof. THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 1.8% PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$0.00.

SECTION 3. Monies collected pursuant to this ordinance shall be expended in accordance with the ordinance adopting the City of Amarillo budget for fiscal year 2018-2019, and any monies collected which are not specifically appropriated shall be deposited in the general fund.

SECTION 4. All ordinances or parts thereof that conflict with this ordinance are hereby repealed to the extent of such conflict.

SECTION 5. This ordinance shall be in full force and effect from and after its passage and publication as required by law.

INTRODUCED AND PASSED by the City Council of the City of Amarillo, Texas, on First Reading the 11th day of September, 2018 upon a voice roll call vote as follows:

Mayor Ginger Nelson	AYE
Councilmember Place 1 Elaine Hays	AYE
Councilmember Place 2 Freda Powell	AYE
Councilmember Place 3 Eddy Sauer	AYE
Councilmember Place 4 Howard Smith	AYE

and PASSED on Second and Final Reading the 18th day of September, 2018 upon a voice roll call vote as follows:

Mayor Ginger Nelson	AYE
Councilmember Place 1 Elaine Hays	AYE
Councilmember Place 2 Freda Powell	AYE
Councilmember Place 3 Eddy Sauer	AYE
Councilmember Place 4 Howard Smith	AYE



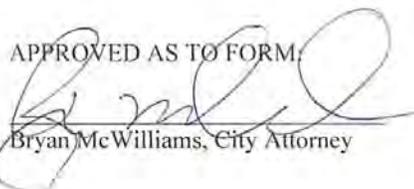
Ginger Nelson, Mayor

ATTEST:



Frances Hibbs, City Secretary

APPROVED AS TO FORM:



Bryan McWilliams, City Attorney

CITY OF AMARILLO

GLOSSARY OF TERMS

ACCOUNTING SYSTEM: Records and procedures which are used to record, classify and report information on the financial status and operations of an entity.

ACCRUAL BASIS: A method of accounting in which revenues are recognized in the accounting period in which they are earned, and expenses are recognized in the period in which they are incurred, regardless of when cash is received or paid.

APPROPRIATION: An authorization made by the City Commission which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one year period.

APPROPRIATION ORDINANCE: The official enactment by the City Commission establishing the legal authority for the City officials to obligate and expend resources.

ARBITRAGE: The reinvestment of the proceeds of tax-exempt securities in materially higher –yielding taxable securities.

ASSESSED VALUATION: The estimated value placed upon real and personal property by the chief appraiser of the appraisal district as the basis for levying property taxes.

ASSETS: Property owned by the City for which a monetary value has been established.

BALANCED BUDGET: A budget where the total sum of money a government has budgeted to collect in a year is equal to the amount it has budgeted to spend on goods, services and debt.

BASE BUDGET: Ongoing expense for personnel, contractual services, and the replacement of supplies and equipment required to maintain service levels previously authorized by the City Council.

BASIS OF ACCOUNTING: The basis of accounting is accrual for all enterprise funds and internal service funds. The modified accrual basis is used for the governmental-type funds and special revenue funds.

BOND: A certificate of debt issued by an entity, guaranteeing payment of the original investment, plus interest, by a specified future date. Bonds are typically used for long-term debt to pay for large capital expenditures.

BOND CALL: Terms in a bond contract stipulating the right to redeem or call the entire outstanding amount before maturity, subject to certain conditions. A bond call feature modifies the maturity date. The bond call feature –is exercisable immediately or it is deferred for some time.

BUDGET CALENDAR: The schedule of key dates or milestones, which the City follows in the preparation and adoption of the budget.

BUDGET: An annual plan of financial operation embodying an estimate of proposed expenditures and the estimated means of financing them. The approved budget is authorized by ordinance and thus specifies the legal spending limits for the fiscal year.

BUDGET DOCUMENT: The official written statement prepared by the Budget Officer and supporting staff, which is presented by the City Manager to the City Commission as the proposed Annual Budget.

CAPITAL IMPROVEMENT BUDGET: A plan of proposed capital expenditures and the means of financing them. The basis of the capital improvement budget is the capital improvement program (CIP).

CAPITAL IMPROVEMENT PROGRAM: A five year financial plan for construction, acquisition, or major renovation of physical assets such as buildings, streets, sewers and recreational facilities.

CAPITAL OUTLAY: Expenditures for the acquisition of fixed assets which by definition have a useful life of more than one year and a purchase cost of at least \$5,000. Included in this category is the cost of land, buildings, permanent improvements, machinery, large tools, rolling and stationary equipment.

CAPITAL PROJECTS: Projects that purchase or construct capital assets. Typically, a capital project encompasses a purchase of land and/or the construction of a building or facility, as well as the equipment necessary to make the facility operational.

CITY MANAGER'S MESSAGE (TRANSMITTAL LETTER): A general discussion of the proposed budget presented in writing as a part of or supplement to the budget document. The message explains principal budget issues against the background of financial experience in recent years and presents recommendations made by the chief executive.

CONTINGENCY: A budgetary reserve set aside for emergencies or unforeseen expenditures.

CONTRACTUAL SERVICES: Operational expenses related to maintenance agreements, professional or technical services and other outside organizations.

CITY OF AMARILLO

GLOSSARY OF TERMS

DEBT SERVICE FUND: The fund used to account for the payment of principal and interest on all long-term debt.

DEFICIT: Excess of expenses over revenues at a specific point in time.

DELINQUENT TAXES: Real or personal property taxes that remain unpaid on and after February 1st of each year upon which penalties and interest are assessed.

DEPRECIATION: The process of estimating and recording the lost usefulness, expired useful life or diminution of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation or the cost to reserve in order to replace the item at the end of its useful life. Depreciation is only recognized in enterprise and internal service funds.

DIVISION: A major administrative segment responsible for the management of operating departments which provide services within a functional area.

DEPARTMENT: A basic organizational unit that provides service under the administrative direction of a division.

ENCUMBRANCE: The commitment of appropriated funds for future expenditures.

ENTERPRISES FUNDS: Funds used to account for the acquisition, operation and maintenance of governmental facilities and services which are entirely or predominantly self-supported by user charges. The funds are operated in a manner similar to comparable private enterprises. A brief description of each enterprise fund follows:

AIRPORT FUND: To account for the operation of the Amarillo International Airport. In addition to providing runways, a passenger terminal and related facilities, the Airport includes improvements built by the Federal Government for an Air Force Base, on land which was returned to the City in 1967 and 1970. These facilities, together with later additions, are leased to commercial tenants for warehousing and manufacturing activities.

WATER AND SEWER FUND: To account for the provision of water and sewer services to residents and commercial enterprises of the City and proximate area. Water is obtained from a number of well fields, together with an allocation of water from the Canadian River Municipal Water Authority.

DRAINAGE UTILITY FUND: To account for the provision of drainage assessments to residents and commercial enterprises of the City. The Drainage Utility Fund is responsible for the care and maintenance of the drainage ways throughout the City.

ESTIMATED REVENUE: The amount of projected revenue to be collected during the fiscal year.

EXPENDITURE: Funds spent in accordance with budgeted appropriations on assets or goods and services obtained.

EXPENSES: A decrease in net total assets. Expenses represent the total cost of operations during a period regardless of the timing of related expenditures.

FIDUCIARY FUNDS: Funds used to account for assets held by the City in a trustee or agency capacity.

FISCAL YEAR: The twelve month period beginning October 1st and ending the following September 30th.

FRANCHISE FEE: A fee paid by public service businesses for use of City streets, alleys and property in providing their services to the citizens of a community. Services requiring franchises include electricity, telephone, natural gas and cable television.

FUND: A set of interrelated accounts which record revenues and expenditures associated with a specific purpose.

FUND BALANCE: Fund Balance is the excess of assets over liabilities.

GENERAL FUND: The fund established to account for those resources devoted to financing the general administration of the City and traditional services provided to citizens. Service activities include fire and police protection, library facilities, street, drainage, park maintenance, and recreational opportunities.

GENERAL OBLIGATION BONDS (G.O.Bonds): Legal debt instruments which finance a variety of public projects such as streets, buildings, and improvements. These bonds are backed by the full faith and credit of the issuing government and are financed through property tax revenues. In Texas, G.O. bonds must be authorized by public referenda.

GOVERNMENTAL FUND: 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 project funds and permanent funds.

CITY OF AMARILLO

GLOSSARY OF TERMS

INTERGOVERNMENTAL REVENUE: Contributions received from the State and Federal Government.

INTERNAL SERVICE FUNDS: Internal Service Funds are used to account for the financing of goods or services to departments of the City on a cost-reimbursement basis.

INFORMATION SERVICES FUND: To account for the revenues and costs of operations of the City's data processing system. Charges to using departments are based on estimated cost of providing the service, including depreciation on equipment.

FLEET SERVICES FUND: To account for the revenues and cost of operations of a central motor pool which includes all City owned vehicles except fire trucks and buses. Vehicles are rented to using departments at estimated cost of usage.

RISK MANAGEMENT FUND: To account for funds accumulated from operating transfers and from assessments of the various City departments for the purpose of self-insuring liability, workmen's compensation, unemployment claims, and miscellaneous other risks.

EMPLOYEE INSURANCE FUND: To account for self-insured medical benefits together with life and dental insurance for employees, retirees and covered dependents.

INVESTMENT: Securities and real estate purchased and held for the production of income in the form of interest, dividends, rentals or base payments.

LEVY: The City Commission has limited authority to impose or collect taxes, special assessments, or service charges.

LIABILITIES: Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed, or refunded at some future date. This term does not include encumbrances.

LINE ITEM BUDGET: A budget prepared along departmental lines that focuses on expenditure categories.

LONG-TERM BUDGET: Debt with a maturity of more than one year after the date of issuance.

MODIFIED ACCRUAL: A basis of accounting in which revenues are recognized in the accounting period in which they become available and measurable and expenditures are recorded in the accounting period that they are incurred, if measurable.

OBJECT: Expenditure classification according to the types of items purchased or services obtained.

ORDINANCE: A formal legislative enactment by the governing board of a municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

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 acquisition, spending, and service delivery activities of the City are controlled. The use of annual operating budgets is required by State Law.

OTHER CHARGES: Costs of a fixed or semi-fixed nature over which the City Commission has little or no control.

PERSONAL PROPERTY: Property classified by the State Property Tax Board including non-business vehicles, utilities, businesses and other tangible and intangible personal properties.

PERSONAL SERVICES: Costs related to compensating employees, including salaries, wages, insurance, payroll taxes and retirement contributions.

PROPERTY TAX: Taxes levied on all real and personal property according to the property's valuation and the tax rate, in compliance with State Property Tax Code.

PROPRIETARY FUND: A category of funds that have profit and loss aspects. The two types of proprietary funds are enterprise and internal service funds.

REAL PROPERTY: Property classified by the State Property Tax Board including residential single and multi-family, vacant lots, acreage, farm and ranch improvements, commercial and industrial, and oil, gas and other mineral reserves.

RESERVE: An account used to earmark a portion of fund balance to indicate that it is not appropriate for expenditure. A reserve may also be an account used to earmark a portion of fund equity as legally segregated for a specific future use.

RESOURCES: Total dollars available for appropriation including estimated revenues, fund transfers and beginning fund balances.

CITY OF AMARILLO

GLOSSARY OF TERMS

REVENUE: Generally refers to income received by the City from taxes, fees, grants, interest on investments and other related sources.

REVENUE BONDS: Legal debt instruments which finance public projects for such services as water or sewer. Revenues from the public project are pledged to pay principal and interest of the bonds. In Texas Revenue Bonds may or may not be authorized by public referenda.

SPECIAL REVENUE FUND: A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes, other than debt service or capital projects.

SUPPLIES: Costs of goods consumed by the City in its operations.

TAX LEVY: The total amount to be raised by general property taxes for operating and debt service purposes.

TAX RATE: The amount of tax levied for each \$100 of assessed valuations.

USER FEES: The payment of a fee for direct receipt of a public service by the party benefiting from the service.

CITY OF AMARILLO

LIST OF ACRONYMS USED

Annex W:	Pantex Response Plan
AC:	Amarillo College
ADA:	Americans with Disabilities Act
AED:	Automatic External Defibrillator
AEDC:	Amarillo Economic Development Corporation
AHFC:	Amarillo Housing Finance Corporation
AIP:	Agreement in Principle
AISD:	Amarillo Independent School District
APD:	Amarillo Police Department
ARC:	Alcoholic Recovery Center
ASA:	Amateur Softball Association
ASTM:	American Society for Testing and Materials
AUTS:	Amarillo Urban Transportation Study
BRC:	Bureau of Radiation Control
CAD:	Computer Aided Dispatch
CAFR:	Comprehensive Annual Financial Report
CDBG:	Community Development Block Grant
CHDO:	Community Housing Development Organization
CVD:	Cardio Vascular Disease
CPR:	Cardio Pulmonary Resuscitation
CPSC:	Consumer Product Safety Commission
CRMWA:	Canadian River Municipal Water Authority
DOE:	Department of Energy
DPH:	Department of Public Health
DWC/ABBA:	Downtown Women's Center/ABBA House
EMS:	Emergency Medical Services
EOC:	Emergency Operations Center
EPA:	Environmental Protection Agency
FEMA:	Federal Emergency Management Agency
FSS:	Family Self Sufficiency
GAAP:	Generally Accepted Accounting Principles
GASB:	Governmental Accounting Standards Board
GCSAA:	Golf Course Superintendents Association of America
GFOA:	Government Finance Officers Association
GIS:	Geographical Information Systems
HIV:	Human Immune Virus
ICPMS:	Induction Coupled Plasma Mass Spectrometer

CITY OF AMARILLO

LIST OF ACRONYMS USED

ISO:	Insurance Services Organization
MG:	Million Gallons
MC:	Municipal Court
MGD:	Million Gallons per day
MOC:	Mobile Operations Center
NACA:	North Amarillo Community Association
NPDES:	National Pollutant Discharge Elimination System
PC:	Personal computer
PFP:	Pay for Performance
PGA:	Professional Golfers Association
PID:	Public Improvement District
PPD:	Purified Protein Derivative
PRRA:	Panhandle Revenue Recovery Association
R & M:	Repair & Maintenance
SCADA:	Supervisory Control & Data Acquisition
SCBA:	Self Contained Breathing Apparatus
STD:	Sexually Transmitted Disease
STEP:	Selective Traffic Enforcement Program
TAAF:	Texas Amateur Athletic Federation
TCEQ:	Texas Commission on Environmental Quality
TDH:	Texas Department of Health
TPDES:	Texas Pollutant Discharge Elimination System
TPMHMR:	Texas Panhandle Mental Health and Mental Retardation
TSA:	Transportation Security Administration
TSRC:	Tyler Street Resource Center
TVFC:	Texas Vaccine For Children
USGA:	United States Golf Association
USSSA:	United States Specialty Sports Association
VFD:	Variable Frequency Drive
W/C:	Workers Compensation
WMD:	Weapons of Mass Destruction
WTAMU:	West Texas A & M University