#### City Manager Update - 9/9/22

This month's City Manager update will primarily focus on the proposed FY22/23 tax rate and budget.

I would like to extend my sincere appreciation to the Council, City Staff, and Citizens for participating in the public hearings and budget workshops over the past few weeks. Many hours were spent identifying and prioritizing projects/plans and making necessary cuts to meet budgetary needs. Click on the following link to review the material presented during the two budget workshops → <a href="https://www.ci.smithville.tx.us/our-community/news/proposed-budget-2022-2023/354/">https://www.ci.smithville.tx.us/our-community/news/proposed-budget-2022-2023/354/</a>. Before the Council votes on the proposed tax rate and budget during the **September 12, 2022** Council meeting, citizens will have the opportunity to address the Council about their opposition to (or support of) the proposed budget. Our FY22/23 revenues and expenditures are currently BALANCED at \$14,714,336. This is \$971,805 greater than our FY21/22 budget of \$13,742,531 and represents a 7.07% INCREASE in projected Y-O-Y spending. Our General Fund debt service payment next year will be \$746,968. The total bonded debt remaining as of 9/9/22 is \$6,823,799 (13.9% reduction).

FY2021/22								
General	Utility	Debt	Total					
\$5,522,767	\$7,703,590	\$516,174	\$13,742,531					
FY2022/23								
General	General Utility		Total					
\$5,938,301	\$8,029,067	\$746,968	\$14,714,336					



Several key "drivers" impacted spending during FY21/22 that will carry over into and/or impact our FY22/23 budget: \$RED = EXPENSE / \$GREEN = REVENUE

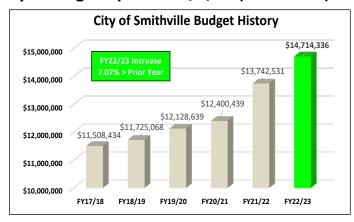
- Hotel Occupancy Tax (HOT) INCREASED by 62% (\$40k)
- Sales tax revenue INCREASED by 21% during FY21/22 (\$80k)
- COS property values INCREASED by 20% or \$66M during 2022 (+\$123k)
- Health Insurance premiums INCREASED by 4% (\$20k). City pays 100% of employee health care premiums.
- Contingency expenditures in FY21/22 approximately \$321k (e.g., WWTF Blower, Transformers, Fuel, etc.)
- WMI, Inc. Solid Waste Services Fee INCREASED by 5% (\$89k). Increase not transferred to customers.
- Interfund transfer from Utilities to the General Fund was REDUCED by 4.5% (\$60k) from \$1.32M to \$1.26M
- \$1.25M Tax Note recommended to purchase capital equipment for PD, Parks & Rec, and Public Works.
- Recommend **FY22-23 Ad Valorem TAX RATE @ \$0.548934 cents** (SLIGHTLY < 2021). The average Home Value INCREASED from \$186k to \$208k. Average impact to property owners is \$121.00 INCREASE / year.

The proposed FY22/23 budget will support multiple projects and plans with a 3% cost of living adjustment for all employees. The additional \$595k revenue from American Recovery Plan Act (ARPA) and issuing a \$1.25M tax note will cover the cost for sealcoating / restriping Main Street, expanding City Hall to include additional office space and ADA-compliant restrooms, conducting a wastewater expansion study, making upgrades to Mt. Pleasant Cemetery, redesigning the city website, preparing a comprehensive plan, and purchasing capital equipment for the Public Works, Parks, and Police Department(s).

Funds have also been budgeted to cover various grant matches and enable mowing of over-grown lots and removal of debris associated with condemned property. Public services like fire, police, animal control, courts, library, airport, rec center, parks, cemetery, leaf/limb, road repair, street paving, and small drainage projects throughout town will be funded through property taxes, sales tax, permits, and a \$1.26M Utility transfer to the General Fund. However, the following projects and plans have been cut as they represent a lower priority and can be postponed until funding becomes available and/or operations warrant:

- Reopen Ramona Street \$150k
- OpenGov Citizen Services Software Suite (permits, P&Z) \$50k
- Shade Structure for Skate Park \$25k
- Security Upgrade at City Hall (Panic Buttons) \$10k
- Utility Truck for Public Works \$60k
- Bucket Truck for Utility Department \$150k







#### **Breakdown of Proposed Budget Increase Percent** Item Cost Payroll / Benefits Increase\* \$334,000 34.40% Purchased Power/ Utility Supplies 32.96% \$320,000 9.17% \$89,000 Garbage Rate Increase Micellaneous 8.75% \$85,000 Sreet, Curb, & Gutter 7.00% \$68,000 Motor, Fuels, Lubricants \$50,000 5.15% Cemetery Maintenance 2.57% \$25,000 **TOTAL** 100.00% \$971,000

Includes 28% Burden Rate for Benefits + Estimated OT and Part-Time Labor TMRS 2X Multiplier, and Medical Benefits Fof Retirees.

#### Breakdown of Proposed Budget Increase 2.57% 5.15% ■ Payroll / Benefits Increase\* ■ Purchased Power/ Utility Supplies 7.009 Garbage Rate Increase Micellaneous 34.40% 8.75% Sreet, Curb, & Gutter Motor, Fuels, Lubricants ■ Cemetery Maintenance 32.96%

City of Smithville \$1.25M Series 2022 Tax Note

Police Department

\$00,000 S00,000 Vacuum truck for sewer back-ups and maintenance or urt xations.
\$100,000 S100,00 Girant match for construction of shith/lile Word fore training chem 545,000 S45,000 S45,000 S00,000 Girant match for construction of shith/lile Word fore training chem 555,000 S55,000 Current Betachers are over 20 years old and need to be replaced
\$100,000 \$100,000 ADA ramps on Main Street and Sidewalks on Loop 230

Description Unit Cost Total

Grand Total \$1,250,250

TDA Grant Match (SWTC)

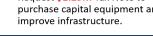
#### City of Smithville Budget Workshop Wednesday, August 31, 2022

#### Tax Note For Capital Equipment / Infrastructure:

- TAX NOTE A debt instrument that a city may sell to finance the construction of public works, the purchase of capital equipment, or to pay off cash flow deficits.
- Max term is 7 years at fixed interest rate.
- · Repaid with property taxes from the I&S portion of debt service.
- Request \$1.25M Tax Note to purchase capital equipment and improve infrastructure.

1	Radio Console for Dispatch	\$200,000	\$200,000
8	Active Shooter Shields	\$1,500	\$12,000
13	Mobile CAD Units for Patrol Cars	\$6,250	\$81,250
			\$293,250
Pub	lic Works / Utilities		
Qty	Description	Unit Cost	Total
1	Leaf Machine	\$30,000	\$30,000
1	Public Works Truck	\$60,000	\$60,000
1	Water Truck	\$150,000	\$150,000
1	Cardboard Baler	\$20,000	\$20,000
1	Forklift	\$40,000	\$40,000
1	Paving @ Airport & Warehouse	\$150,000	\$150,000
1	Sealcoat and Re-stripe Main St.	\$55,000	\$55,000
1	Vacuum Truck	\$60,000	\$60,000
1	TDA Grant Match (SWTC)	\$100,000	\$100,000
1	Tub Grinding @ Brush Dump	\$45,000	\$45,000
1	1 Replace Rec Center Bleachers 1 TASA Grant Match - Sidewalks		\$55,000
1			\$100,000
1	Pole Barn @ Warehouse	\$25,000	\$25,000
1	DR-4485 Emergency Generators	\$27,000	\$27,000
1	Miscellaneous Tools / Equip.	\$40,000	\$40,000
			\$957,000





FY22/23 Budget Workshop #1



#### **American Rescue Plan Act:**

- City of Smithville to receive \$1,118,752 in funding administered via Texas Department of Emergency Management (TDEM).
- No match requirement. \$559,377 (50%) received 8/19/21.
- Round 2 (\$559,377) received 8/31/22.
- · Eligible expenses include:
  - COVID-19 Expenses Testing / Equipment
  - Infrastructure Water / Sewer / Broadband
  - Tourism, Travel, Hospitality
  - Small Business Assistance
- · Grant Management awarded to LCMS
- Proposed ARPA Projects



City of Smithville Budget Workshop Wednesday, August 31, 2022				
ARPA – Round 2 Financial Summary		LANCOMM	GFORD UNITY MANAGEMENT SERVICES EST. 1983	
Project	Amount			
City Hall Expansion	\$ 175,000			
Mt. Pleasant Cemetery Upgrades	\$ 50,000			
Wastewater Expansion Study	\$ 75,000			
AV System Upgrade – Rec Center/City Hall	\$ 65,000	Includes	1	
Parks & Public Facility Upgrades	\$ 145,000	\$40k residual		
City Website Re-design	\$ 25,000	from Round 1		
Tourism	\$ 30,000			
Langford Fee	\$ 30,000			
Second Tranche Funds Allocated	\$595,000			



FY22/23 Budget Workshop #1

The base hourly wage for an entry-level employee working for the City of Smithville was increased from \$12.80 to \$15.00 last year at a cost of \$470k. This year, we are proposing medical benefits for retirees, increasing the TMRS multiplier from 1.5x to 2.0x to better align with what other municipalities of similar size offer, and a 3% cost of living adjustment to raise the base hourly rate from \$15.00 to \$15.45 (see below). This rate is consistent with other municipalities are currently paying. However, funding will require an additional \$334k in revenue which includes an average 28% burden rate for benefits. The health benefits for retiree program would be limited to Employees (EE) with a minimum of 20 or more years of service and cover insurance premiums (e.g., medical, dental, vision, etc.) The estimated cost is \$5k / year / retiree with one-time legal fees of \$5k to draft an "official" program / ordinance. This program will promote longevity and help align one of our guiding principles of becoming an "Employer of Choice". Bastrop and Flatonia offer similar health benefit programs for retirees.

## 3% Cost of Living Adjustment (COLA) for Employees

- Entry-level worker makes \$15.00 / hour. This is consistent with other cities.
- COS attrition rate is 8.2%.
- Request 3% COLA to bring minimum base wage up to \$15.45 / hour. (\$160k)
- Request TMRS City Match multiplier increase from 1.5X to 2X. (\$96k)
- Total Cost / Impact = \$334k (Includes 28% Benefits, projected OT, retiree payout, and TMRS multiplier)

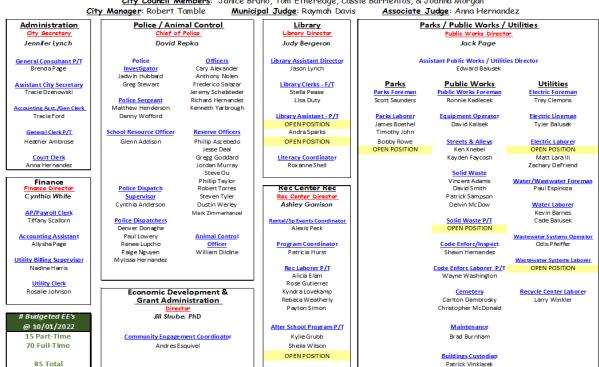
BEFORE			AFTER			
City	Hourly Rate \$		City	Hourly Rate \$	% Increase Proposed	
Bastrop	\$17.17		Bastrop	\$18.54	8%	
Flatonia	\$16.56		Flatonia	\$17.38	5%	
Gonzales	\$15.00		Gonzales	\$15.75	5%	
Smithville	\$15.00		Smithville	\$15.45	3%	
Elgin	\$14.50		Elgin	\$15.23	5%	
LaGrange	\$14.00		LaGrange	\$14.70	5%	
Giddings	\$13.50		Giddings	\$13.90	3%	

City	Employee Deposit Rate	City Match	Vested Retirement	
Flatonia	7%	2X	5-YRS	
Gonzales	7%	2X	5-YRS	
Elgin	7%	2X	5-YRS	
LaGrange	7%	2X	5-YRS	
Giddings	7%	2X	5-YRS	
Bastrop	6%	2X	5-YRS	
Smithville	5%	1.5X	5-YRS	

City of Smithville has the lowest TMRS Multiplier and Deposit Rate

No new headcount is planned. However, we currently have six (6) open positions to fill (see org chart below).



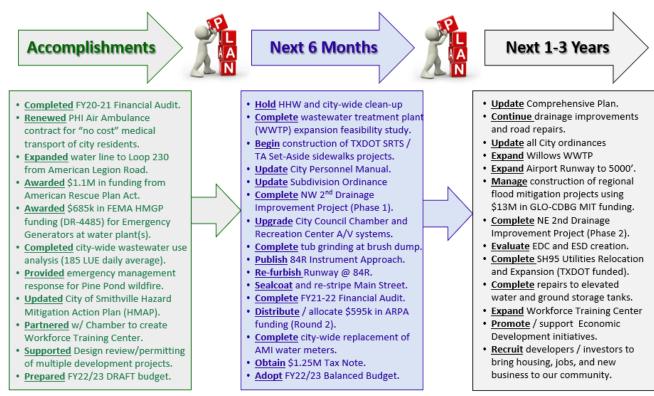


#### Some of the large projects / initiatives the city will be supporting during the FY22-23 Fiscal year include the following:

- Re-furbish / rehabilitate city-wide water storage tanks (\$2M C of O).
- Construct TDHCA HOME Grant homes for 4 qualified candidates. City Match = (\$10k + \$11k In-Kind).
- Complete city-wide street, road, and drainage repairs. Purchase / replace street signs (\$150k).
- Support TXDOT TA/Set-Aside Projects Loop 230 sidewalks / Main Street ADA ramps. Match = 100k (Tax Note).
- Support GLO CDBG-MIT City-wide drainage Improvement Projects \$13M with 1% match (\$130k FY24).
- Support GLO CDBG-MIT Community Resiliency Grant for Comprehensive Plan \$300k with NO MATCH.
- Support CDBG-Disaster Resiliency (DR) Drainage Project (NW 2<sup>nd</sup> from Cleveland to SH95) Cost \$885k (County).
- Support FEMA DR-4485 Emergency Generator(s) for Water Plants. Cost = \$650k. Match = \$65k (Tax Note)
- Support M5 Subdivision construction (32-home development behind Webb Street).
- Support SJ2 Subdivision construction (29-home development off of Loop 230 behind Oak Meadows).
- Support Enclave Subdivision construction (112-home development on Hwy 71 and American Legion Road).
- Support Garwood Park Subdivision construction (18-home development between Garwood and Short Steet)
- Support **Woodrose Place Subdivision** construction (14-home development off of Loop 230 East between Bluebonnet Circle and the Texaco).
- Support distribution of \$595k in American Rescue Plan Act (ARPA) funds administered by TDEM for infrastructure improvement, tourism / eco development, and broadband, etc. No match.
- Refurbish runway and Ramp area at Smithville-Crawford Municipal Airport \$100k (Tax Note)
- Complete city-wide AMI water meter replacement (NO COST Ameresco warranty item)
- Complete Wastewater Treatment Facility Expansion Study \$75k (ARPA)
- Complete Mt. Pleasant Cemetery upgrades \$50k (ARPA)
- Complete City Hall Expansion \$175k (ARPA)

There are a host of other projects and plans that will be funded by ARPA and the proposed \$1.25M Tax Note. These projects are above and beyond what it takes to provide City services to our citizens while keeping the water running, the lights on, and the toilets flushing. Below you will find an updated "at-a-glance" strategic roadmap.

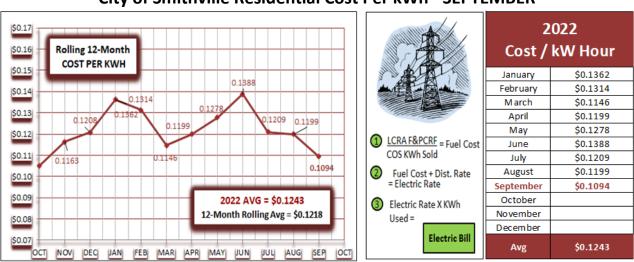
# CITY OF SMITHVILLE – STRATEGIC ROADMAP



Below you will find a list of significant accomplishments, events and activities since my last City Manager update:

- 1) City of Smithville Employee Health Benefits Open Enrollment Scheduled The FY22/23 Health Benefits plan has been finalized and will be presented to City employees during open enrollment meetings next week. Aetna will continue serving as our primary medical benefits provider with an overall 4% increase (\$20k) in our annual premium. On average, benefits account for approximately 28% of an employee's total compensation (\$12-13k per employee per year). We are among the very few employers that pay 100% of the employee's benefit cost (i.e., medical, dental, vision, short-term disability, longevity, etc.).
- 2) Budget Infographics Available to Citizens via City Website Budget Infographics is subscription-based software service that converts our annual budget from a PDF file into a user friendly, graphical format with one click drill-down to details. The subscription service costs \$2.5k per year and provides an "at-a-glance" look at revenue and spending in both the Utility and General Fund. The software is capable of producing City-defined metrics that show historic trends and comparisons with other municipalities from within the region (e.g., Elgin, Bastrop, Luling, LaGrange, and Giddings). Budget Infographics provides the public transparency by visually communicating all the components of our annual budget. Archive budget information is available for fiscal years 2015 to 2022. The FY22/23 budget information will be available to the public once the Council adopts the tax rate and budget. Here is a link to the Budget Infographics portal via the city website  $\rightarrow$  <a href="http://www.budgetinfographics.com/smithville">http://www.budgetinfographics.com/smithville</a>. Once you access the portal, select the budget year and you will be able to navigate the revenue and expenses associated with the both the Utility and General Fund. Clicking on the lie icon will give you comparison data with other municipalities.
- (TML) Conference and Exhibition will be held at the Henry B. González Convention Center in San Antonio on October 5-7, 2022. The 2022 TML Annual Conference will provide the opportunity for our current elected officials to attend informational training sessions while networking with other elected officials, municipal staff members, and city service providers. Muni-Services, Ameresco, Waste Management, Langford Community Management Services, KSA, and a host of other service providers currently doing business with the City of Smithville will be in attendance. For those planning to attend, Jennifer will be putting together a packet of conference information that includes your registration, hotel reservation, and session program that will be delivered on Monday, October 3, 2022.
- 4) FY21/22 Financial Audit Scheduled Singleton, Clark & Company (our 3<sup>rd</sup> Party Financial Auditor) will be conducting an internal audit of our FY21/22 budget during the week of September 19-23, 2022. Last year, the City received a "clean" financial audit for our prior fiscal year's performance and compliance with government accounting standards. This year's audit will focus on internal financial controls, procurement, payroll, employee records, and accounts payable/receivable, etc. Results of the financial audit will be available in April of 2023. In the interim, Cynthia White (Finance Director) will be finalizing budget amendments for discussion and action during the October 17, 2022 Council meeting. Please note that the October Council meeting (regularly scheduled for the 2<sup>nd</sup> Monday of the month) has been pushed back a week due to the Columbus Day holiday on October 10th.
- 5) Administrative Services Request for Proposal (RFP) for GLO-CDBG MIT Resilient Communities Funding —The Texas General Land Office (GLO) allocated up to \$100 million in Community Development Block Grant Mitigation (CDBG-MIT) funds from the U.S. Department of Housing and Urban Development (HUD) for the Resilient Communities Program (RCP). Cities, counties, councils of government, and federally recognized Indian Tribes in CDBG-MIT-eligible areas can apply for up to \$300,000 per applicant. This is a non-competitive, no match, grant that can be used to develop / update our Comprehensive Plan. The City's last comprehensive plan was completed in 2007 with an update in 2011-12. Proposals for grant management services were received on August 26, 2022 and reviewed by City staff on Thursday, September 8, 2022. Experience, work performance, capacity to perform, and cost were the criteria used by the City staff to evaluate / differentiate each grant management consultant's qualifications. Two grant management service providers submitted a Request for Proposal (RFP). Langford Community Management Services, Inc. (LCMS) received the highest score with 98 points. As such, the evaluation team will recommend LCMS to the City Council on Monday, September 12, 2022 for consideration / selection as the grant management service provider to manage all activities associated with submission of the City's application under GLO CDBG-MIT Resilient Communities program for preparation of a Comprehensive Plan.

6) Residential Cost Per Kilowatt Hour (kWh) Calculated - An analysis of LCRA billing data was conducted to determine residential cost per kilowatt hour (kWh) in SEPTEMBER. LCRA fuel costs vary month to month and are based upon electric utility generation, transmission, line loss, and service fees. The LCRA residential fuel cost per kWh for September is \$.05943. This represents a 15% DECREASE compared to August's fuel cost of \$0.0699. Adding the City's distribution fee of \$0.0500 and LCRA's \$0.05943 fuel cost, the cost per kWh for residential service in Smithville during SEPTEMBER will be \$0.1094. Below you will find a "rolling" 12-month residential cost per kWh comparison chart. On average, the cost per kWh for residential electric service in Smithville is between 12-13 cents.



City of Smithville Residential Cost Per kWh - SEPTEMBER

Note: LCRA Fuel & Power Cost Recovery Factor + City Distribution Fee\* (\$0.0500) = Cost / kWh

7) <u>City of Smithville Sales Tax Update</u> - Below are the sales tax allocations for September 2021 vs. September 2022 (retail sales made primarily in July). This data reflects RETAIL sales of goods and services subject to LOCAL sales tax. Our sales tax payment (receipt) for September was \$58,446. This represents a **2.25% INCREASE** in our net payment compared to the same time last year with a year-to-date increase of 18.76%. As a reminder, sales tax dollars are used to make street / road repairs and help pay for community services like FIRE and POLICE. Remember...SHOP LOCAL - it makes a difference!!!

### **Bastrop County Sales Tax Allocation - SEPTEMBER 2022**

County/City	Current Rate	Net Payment This Period	Comparable Payment Prior Year	% Change	2022 Payments To Date	2021 Payments	% Change
Bastrop	1.50%	\$957,229	\$869,998	10.02%	\$8,471,643	\$7,361,548	15.07%
Elgin	1.50%	\$315,356	\$267,366	17.94%	\$2,668,316	\$2,234,171	19.43%
Smithville	1.50%	\$58,446	\$57,169	2.23%	\$669,522	\$563,754	18.76%
Bastrop County	0.50%	\$628,617	\$557,987	12.65%	\$5,874,030	\$4,729,162	24.20%

There are several activities, meetings, and events scheduled in Smithville over the next several weeks:

- The next CITY COUNCIL meeting will be held on **September 12, 2022** at City Hall (317 Main) beginning at 6:00 pm. Click → <u>HERE</u> for agenda.
- The next CHAMBER MIXER will be held on **Thursday, September 15, 2022** at Van Zandt Realty (located at 304 Main Street) from 5:00 to 7:00 pm.
- The Smithville WINGFEST & CHILI COOK-A-ROO will be held on **Saturday, September 24, 2022** from 10am-5pm, in downtown Smithville Register at: www.smithvillewingfest.com

<sup>\*</sup>Residential Distribution Fee = \$0.500/kWh. Non-Resident (i.e., service outside city limit) Distribution Fee = \$0.650/kWh Effective October 1, 2019

# PHOTOS - 9/9/22

# 4<sup>th</sup> Avenue Lift Station Replacement



Voluminous Open Records Request (ORR)



FY22-23 Budget Workshop



City-wide Water Meter Replacement



Ceiling Tile Replacement and Clean-Up @ City Hall





**Bishop Street Curb Installation** 



Equipment Staging for NW 2<sup>nd</sup> for Drainage Project



The "BEST" Mayors



M5 Subdivision @ Night



RIP Queen Elizabeth





