

ADOPTED

OPERATING BUDGET & CAPITAL PROGRAM

City of Lubbock

Fiscal Year 2021-2022

Budget Cover Page

October 1, 2021

This budget will raise more revenue from property taxes than last year's budget by an amount of \$4,100,044, which is a 4.23 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 \$2,195,284.

The members of the governing body voted on the budget as follows:

1st Reading

FOR:	Daniel M. Pope	Juan A. Chadis
	Shelia Patterson Harris	Jeff Griffith
	Steve Massengale	Randy Christian
	Latrell Joy	

AGAINST:

PRESENT and not voting:

ABSENT:

2nd Reading

FOR:	Daniel M. Pope	Jeff Griffith
	Shelia Patterson Harris	Randy Christian
	Steve Massengale	Randy Christian
	Latrell Joy	

AGAINST:

PRESENT and not voting:

ABSENT: Juan A. Chadis

Property Tax Rate Comparison

	2021-2022	2020-2021
Property Tax Rate:	\$0.523230/100	\$0.541573/100
No-New-Revenue Tax Rate:	\$0.497710/100	\$0.535885/100
No-New-Revenue Maintenance & Operations Tax Rate:	\$0.382473/100	\$0.526574/100
Voter-Approval Tax Rate:	\$0.526862/100	\$0.545205/100
Debt Rate:	\$0.120266/100	\$0.120433/100

Total debt obligation for City of Lubbock secured by property taxes:

	Principal	Interest	Total
Total	\$ 733,089,285	\$ 168,663,689	\$ 901,752,974
FY 2021-22	\$ 77,288,051	\$ 27,551,002	\$ 104,839,053



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Lubbock
Texas**

For the Fiscal Year Beginning

October 01, 2020

Christopher P. Morill

Executive Director



Fiscal Year 2021-22
Adopted Operating Budget and Capital Program – Volume 1

City Council

Daniel M. Pope	Mayor
Steve Massengale	Mayor Pro Tem - District 4
Juan Chadis	Council Member - District 1
Shelia Patterson-Harris	Council Member - District 2
Jeff Griffith	Council Member - District 3
Randy Christian	Council Member - District 5
Latrell Joy	Council Member - District 6

Senior Management

W. Jarrett Atkinson	City Manager
Becky Garza	City Secretary
Chad Weaver	City Attorney
Bill Howerton	Deputy City Manager
D. Blu Kostelich	Chief Financial Officer
Erik Rejino	Assistant City Manager
Jesica McEachern	Assistant City Manager
Brooke Witcher	Assistant City Manager
Shaun Fogerson	Fire Chief
Floyd Mitchell	Chief of Police
David McCalla	Director of Electric Utilities
Cheryl Brock	Director of Financial Planning & Analysis
Linda Cuellar	Director of Accounting



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October 1, 2021

Honorable Mayor Daniel M. Pope,
Members of the City Council, and Citizens of Lubbock:

On behalf of the City of Lubbock staff, I am pleased to present the Fiscal Year 2021-22 Operating Budget and Capital Program (Adopted Budget), fulfilling the requirements of Texas Local Government Code Section 102.002 and the City of Lubbock Charter. Staff and I recognize and thank the Mayor and City Council for the many hours spent setting priorities and reviewing the FY 2021-22 Budget and Capital Program. Your guidance and input as the budget was reviewed and ultimately approved is invaluable. This budget balances providing the best possible services to the Citizens of Lubbock at the lowest possible cost.

Economic Condition and Outlook

The City of Lubbock has a stable and diverse economy with historically consistent and steady growth. Diversification minimizes the effects of business cycles experienced by individual sectors. The City has strong agricultural, manufacturing, wholesale and retail trade, healthcare, education, and government sectors. Our central location and access to transportation contributes to Lubbock's development as a regional warehousing and distribution center. Lubbock also serves as the major retail trade center for a 26-county retail trade area of more than half a million people.

As with all cities across the nation, the City of Lubbock experienced a negative impact on the economy from COVID-19, however, the impact was not as extensive as originally forecasted. The Lubbock economy rebounded fairly quickly in certain sectors and only a few sectors were impacted longer-term. Sales tax was impacted for a few months but rebounded after that. Hotel Occupancy Tax was significantly impacted through FY 2019-20, but is slowly recovering in FY 2020-21. The unemployment rate was heavily impacted in FY 2019-20 but has greatly improved in FY 2020-21.

FY 2020-21 sales tax collections are projected to end the year 8.5 percent over budget and 9.7 percent over the prior year collections. Since the May 2021 report, (March sales) monthly sales tax collections are significantly higher than budget. Sales tax collections for FY 2021-22 are budgeted at 0.4 percent under the prior year forecasted amount.

Construction activity has expanded dramatically over the last five years. Total building permits are down by 30.5 percent through August 2021 compared to the first eight months of 2020, but value of the construction permits increased by 27.1 percent. The reduction in number of permits was due to high remodel permits in 2020. The total new construction permits increased by 415 or 22 percent through August 2021. Residential building permits through August 2021 increased 26.4 percent compared to the same time period the prior year. The number of single family residential permits increased 32.5 percent through August 2021 compared to the prior year. This will be the second consecutive year of record single family residential permits.

Almost 3,646 home sales were recorded through August 2021, an increase of 10.2 percent over the same period in the prior year. The average sale price for a home increased by 15.1 percent compared to August 2020.

The 2020 Census population for Lubbock was 257,485. However, due to unprecedented circumstances and timing related to COVID-19 and the official Census Day of April 1, 2020, we believe our true population was likely undercounted. Trends in new home building permits, new home sales, existing home sales, and voluntary annexations all point to a higher potential population. Internal estimates using GIS census tools projects the City's population estimate for 2021 at 265,531^[1], 0.4 percent over the estimated 2020 population. Annual population growth for Lubbock since 2010 averaged 1.4 percent.

Employment in the Lubbock Metropolitan Statistical Area (MSA) has increased by 0.84 percent through August 2021. Employment continues to be lower than prior to the impact of COVID-19 but it is increasing. The unemployment rate has decreased to 4.3 percent for August 2021, compared to 5.2 percent in August 2020. It is expected that employment will continue to grow, and the unemployment rate will continue to decrease over the next twelve months.

Local Challenges

The continuing impact of COVID-19, Delta variant, on the health of the community and the economy is an important challenge that the City of Lubbock faces going into FY 2021-22. Continuing to provide the resources needed by the public as it relates to monitoring the pandemic is a priority. Maintaining the stability of the Lubbock economy and providing necessary resources and assistance is also a priority. Balancing these two efforts while maintaining the City's normal services to the public is vital as we move into FY 2021-22.

The City of Lubbock has and will continue to have growth-related challenges over the next several years. Growth in population and development have required expansion of many areas of infrastructure - new roads to accommodate the transportation needs in new developments and annexed areas, new water and wastewater infrastructure and the expansion of fire and police protection. In addition, the City must continue to maintain existing infrastructure throughout the City with the greatest challenge being streets.

Another challenge facing the City is addressing growth while maintaining the lowest possible tax rate and utility rates, while also reducing existing debt, and continuing to cash fund maintenance and capital improvements where it makes sense to do so. Continued growth requires the expansion of existing infrastructure while at the same time planning how to properly maintain existing infrastructure.

Budget Overview

The Adopted Budget supports the Council's approved priorities and enhances fiscal discipline, transparency, public safety, communication, neighborhoods, development services, and economic development efforts. The budget focuses on cash funding equipment, vehicles and appropriate capital projects. The budget continues the focus on maintenance and improvement of existing investments, particularly in the area of street maintenance. The City's budget includes investments in public safety, development services, parks, and neighborhood services that have the potential to positively impact Citizens' quality of life while maintaining fiscal responsibility. The Adopted Budget also includes an investment in the City workforce in order to keep up with Lubbock's growing needs, as well as providing departments with the additional tools necessary to continue to provide exemplary services to citizens.

^[1] ESRI Community Analyst Data

The Adopted Budget includes the addition of 30 new positions in critical areas, offset by a decrease of eleven positions for a net increase of 19 positions. Eleven of the new positions were added in General Fund, one in Human Resources, four in Development Services, one in Parks Department, three in Solid Waste, and two in Fire Rescue, There was a decrease of four positions in Public Works and five positions in Public Safety, so General Fund had a net increase of two positions. Fifteen new positions were added in Enterprise Funds, one in Civic Centers, ten in Lubbock Power and Light, four in Water/Wastewater, offset by a decrease of two positions in Storm Water. Four new positions were added in Special Revenue Funds, three grant funded positions in Community Development and one new position in Economic Development.

The Adopted Budget maintains required fund balances while using cash to fund projects and reduce internal charges. This is the preferred financing mechanism moving forward and supports the Fiscal Discipline priority. Although not included in this budget, it must be noted that the drawdown of fund balances over reserve policy limits is a one-time boost and such funds are appropriately used for Capital or other one-time expenses. Street maintenance and fleet purchase/maintenance are the two largest expenditures and needs for cash-funded capital.

The Adopted budget continues to build upon and refine performance measures to ensure that our customers are receiving prompt and quality service from the City. The budget also includes the fifth year of moving toward a fully-funded fleet replacement program. The Adopted Budget includes the transition to tax notes as the funding mechanism for high value equipment that has a service life greater than the financing period. The outstanding capital leasing program has now been completely eliminated.

The Adopted budget is based on conservative revenue estimates and a decrease in the property tax rate to 52.3230 cents per \$100 valuation, a decrease of 1.8343 cents. The property tax rate generates \$101 million in total property tax revenue, a \$4.1 million increase compared to the prior year. This revenue projection is based on 99.5 percent collections and a certified assessed value from Lubbock Central Appraisal District (LCAD) of \$20.9 billion.

Funding sources for all funds total \$946.3 million, an increase of \$2.6 million, or 0.3 percent, compared to FY 2021-22. This is due to increases in revenue in sales tax, property tax, Solid Waste revenues, health benefits, Risk Management, and Water/Wastewater Fund. There are rate changes to Water, Wastewater, and Solid Waste Residential Collection and Landfill Tipping Fees included in the Adopted Budget. There is an increase of \$0.50 in the water base rate and a \$0.05 increase in the wastewater base rate, with no increases in volume rates on either Water or Wastewater. Also included in the Adopted Budget is a \$0.50 per ton increase to the tipping fee and a \$0.95 per ton increase to the special waste tipping fee for Solid Waste Disposal and an increase of \$0.50 to the Residential rate. The changes in the rates will be implemented October 2021, for the November billing.

Appropriations in the Adopted Budget total \$943.7 million, an increase of \$8.1 million, or 0.9 percent, compared to FY 2020-21. The change is due to changes in multiple funds. General Fund increased \$10.2 million overall with increases to the Police pay structure and average 4 percent raise across all cost centers as well as an increase in operational cost for Solid Waste. Lubbock Power and Light decreased \$9.3 million due to the SPS hold harmless payment in the prior year. Internal Service Funds increased by \$4.2 million due to increased cost of property, liability, and health insurance as well as increased cost for maintenance of vehicles. The water/wastewater fund increased by \$11.4 million, Airport decreased by \$2.5 million and Storm Water increased by \$1.8 million. Special Revenue Funds decreased by \$9.2 million due to use of CARES funding in Community Development in the prior year.

Highlights of the Adopted Budget:

- Cash funding of street maintenance increased to \$11 million
- Average four percent raise for employees and increased pay structure for police, with a weighted average increase for sworn officers of slightly over 10%.
- Cash funding all replacement computers and end-user IT equipment
- Needed staffing changes - nineteen net new positions
- Funding all but one fleet purchase with cash
- Capital Projects:
 - Facility roof replacements
 - Public Health Facility
 - Park projects include park amenities, dock and bridge replacement, and park playgrounds
 - Public Works projects include additional funding for ADA ramp and sidewalk improvements, backup power at signalized intersection, future Transfer Station, and Upland Avenue from 82nd to 98th Street. New projects include, 114th Street – Quaker Avenue to Indiana Avenue, Pedestrian and Cycling enhancements, and Iola Avenue from 122nd to FM 1585.
 - Replacement of one Aircraft Rescue and Firefighting truck, removing and resealing all joints in concrete, and other airport property improvements
 - Replacement of of Public Safety CAD
 - Infrastructure projects in Water/Wastewater, Lubbock Power and Light, and Storm Water

A detailed summary of the changes incorporated into the FY 2021-22 Adopted Budget and Capital Program are included in the Executive Summary. Detail on revenues and expenses are in each fund of the Adopted Budget.

Built on the priorities and goals of the City Council, this budget serves as a financial guide for the City. The Adopted Budget exemplifies conservative and prudent fiscal planning while continuing to emphasize the provision of quality municipal services in the most cost-effective manner possible.

Respectfully,



W. Jarrett Atkinson
City Manager

City Council Priorities

Annually, the City Council has held two planning meetings to review and discuss municipal goals and priorities. These discussions have centered on the process of setting priorities, establishing goals and monitoring the City's progress in serving the public. At the meetings, staff presented progress reports and information based on the previous priorities established by the City Council. The meetings focused efforts and provided guidance for City Staff to continue to serve citizens. This City Council guidance is fundamental in shaping City operations.

A list of the six strategic priorities each with identified goals follows. City Council priorities are not listed in rank order.

1. **FISCAL DISCIPLINE**

- Fund Level Modeling
 - Rate Modeling
- Fee Review Program
- Debt Profile Modeling & Reporting
 - Report Issued with annual CAFR and with budget preparation

2. **COMMUNICATION**

- Website
- Channel 2
- Social Media Outreach
 - Report Reach & Engagement
- LBK Alert
 - Increase Subscribers
 - Simplify Sign-Up
- Proactive Outreach
 - All platforms

3. **COMMUNITY IMPROVEMENT**

- Neighborhoods
 - Study Land Trusts/URA Properties
 - PlanLubbock 2040
- Community & Public Health
 - Addiction Prevention & Treatment
- Homelessness
- Public Transportation
- Quality of Life
 - Beautification & Maintenance
 - Parks & Recreation
 - Code Enforcement
 - Community Facilities
 - Libraries, Community Centers, Adult Activity Centers

4. **PUBLIC SAFETY**

- Public Safety Improvement Project
- Community Oriented Policing
- Maintain ISO Class 1 Rating
- Continued Recruiting Enhancements

City Council Priorities

5. **GROWTH & DEVELOPMENT**

- PlanLubbock 2040 Adoption & Implementation
- Streets & Street Funding
 - Gateway Options
 - Residential Dirt Street Paving Program
 - Maintenance Funding & Options
- Loop 88
- Development Services Process Improvements

6. **ECONOMIC DEVELOPMENT & REDEVELOPMENT**

- Street Programs
- Targeted Grant Programs
 - CBD & East Lubbock
- Opportunity Zone Options
- Quality of Life
- Downtown Redevelopment
- Loop 88
- High Growth Corridors
- Partnership with LEDA, MLI & Visit Lubbock
- Workforce
 - Development
 - Retention

Executive Summary

FY 2021-22 Operating Budget and Capital Program Highlights – Organization-wide

The City of Lubbock exists to provide governmental and quality of life services to the Citizens of Lubbock. These services impact our community on a daily basis and range from aviation to zoning. Public Safety and utilities are the largest part of the budget and are visible examples of our services. However, the City also provides services related to quality of life, growth and development, and public health, to name but a few. Events occurring since 2019-20, due to the COVID-19 pandemic, emphasized the importance of public health services. The City also has an obligation to maintain the public's investment in infrastructure, which includes streets and street maintenance in addition to the large investment in utility infrastructure. These services are all important to the success and viability of Lubbock and our visitors. The Fiscal Year (FY) 2021-22 Adopted Operating Budget and Capital Program (Adopted Budget) identifies and describes these in detail.

The Adopted Budget supports the Council's approved priorities and enhances fiscal discipline, transparency, communication, neighborhoods, development services, and economic development efforts. The Adopted Budget also takes into consideration the impacts of the COVID-19 pandemic and the economic recovery once businesses opened and jobs were once again available to citizens. Expenses were prioritized based on need and revenue forecasts are based on current trends and a projection of the timing of the economic recovery. The budget continues to focus on cash funding equipment, vehicles, and appropriate capital projects wherever possible. The FY 2021-22 Program of Services maintains the investment in and focus on maintenance and improvement of existing investment. The budget continues to build upon and refine performance measures to ensure that our customers are receiving prompt and quality service from the City. The budget maintains appropriate fund balances while using cash-in-hand to fund projects where appropriate and to minimize internal charges. The Adopted Budget includes changes that move Lubbock forward while still lowering the tax rate. Major changes in this budget are explained in more detail below.

The Adopted Budget includes a 1.8343 cent decrease to the total property tax rate. Property tax values as set by the Lubbock Central Appraisal District rose for the 2021 valuation year. The adopted tax rate reflects the addition of new property to the tax rolls as well as valuation increases. While a rate reduction, it still represents an approximate 3.5 percent maintenance and operations tax increase. This structure offsets a portion of the increased valuation for residents and business owners. As adopted, the tax rate and resulting revenue supports the budget as presented and allows the City to deliver the program of services outlined within. Lubbock is in a high growth stage that is an excellent indicator of our strong economy. At the same time, rapid growth places additional demands on City services, existing infrastructure and increases the need for expanded services and additional infrastructure. The adopted decrease to the tax rate is the City's effort to move the City forward by investing in infrastructure and personnel while at the same time lessening the burden on citizens to the extent possible.

There are no rate changes for the Storm Water Utility. There is a \$0.50 increase in the water base rate and a \$0.05 increase to the wastewater base rate in Water/Wastewater Utilities. There are no volume rate increases in either Water or Wastewater. There is a \$0.50 per ton increase to the tipping fee and a \$0.95 per ton increase to the special waste tipping fee in Solid Waste Utilities. The residential collection rate increased by \$0.50. The Adopted Budget includes fee adjustments in several City departments. Some of the fees have not been revised in more than five years and require adjustments due to increases in the cost of providing the service. All of the General Fund fee changes are included in the General Fund Revenue Section – Summary of Fee Changes. There are no community wide fee changes in the General Fund.

The Adopted Budget also includes the addition of 30 new positions in critical areas that are necessary to continue to provide exemplary services to the citizens. The new positions are offset by a decrease of eleven positions. With this decrease and the addition of the positions there is a change of nineteen positions across the entire organization.

Eleven positions were added in the General Fund. The Human Resources Department added a Human Resource Generalist, Building Safety added one Development Technician, Codes added a Codes Inspector and an Office Assistant position decreased one part-time Weed Tech. The Environmental Health Department added one

Executive Summary

Environmental Specialist I, Parks Department added a Public Information Specialist that was offset by decreasing one part time position, Solid Waste added two Heavy Equipment Operators for Solid Waste Residential Collection and one Equipment Operator for Solid Waste Disposal. The Fire Department added two positions, a Public Information Officer Specialist and an Emergency Management Planner.

Fifteen positions were added in Enterprise Funds. Civic Center added an Assistant Director, Water/Wastewater Department added four positions, two positions for a Fire Hydrant crew, one Administrative Assistant for Pipeline Maintenance, and one Environmental Compliance Specialist I for Wastewater Industrial Monitoring. Lubbock Power and Light added ten new positions. Four new positions were added in Special Revenue Funds. Community Development added three new positions, one Project Specialist, one Housing Inspection Specialist, and an Assistant Director. Economic Development added one Business Development Specialist.

Also incorporated into the Adopted Budget is the fourth year of a fully-funded fleet replacement program. All vehicle maintenance is included in the Fleet Fund and all new vehicles, except for Airport, Citibus, and Lubbock Power and Light, are purchased and owned by the Fleet Fund. This allows Fleet to control the City's overall maintenance cost. Vehicle purchases are budgeted in the Fleet Capital Plan. The Adopted Budget also includes the fourth year of the Fleet Vehicle Replacement plan. This will fully fund the cost of new vehicles and equipment over time so that as vehicles need to be replaced cash will be available in the Fleet Vehicle Replacement Fund. The fourth year continues with Fleet and the Enterprise Funds. The budget incorporates payments from Fleet and the Enterprise Fund departments for vehicles purchased in the past four years that are deposited into the replacement fund for future replacement of each vehicle.

The Adopted Budget incorporates funding of vehicles and equipment with cash, including prior year cash except for select items funded through tax notes. For FY 2021-22, 91.8 percent of the total cost of vehicle or equipment acquisitions are funded with cash. Cash Funding includes ARPA funds of \$5.9 million for a portion of the police and fire vehicles. Tax Note funding is \$1.1 million for a vehicle: Solid Waste Disposal Compactor. Total vehicle purchases are \$13.4 million. Funds that are completely cash funding all vehicle and equipment purchases are Water/Wastewater, Lubbock Power and Light, Storm Water, Airport, and Information Technology. A significant portion of the cost is for the replacement of Lubbock Power and Light Vehicles for \$2.6 million, police vehicles for \$2.8 million, fire vehicles for \$3.3 million, solid waste vehicles for \$2.6 million, and alley maintenance equipment for \$465.0 thousand. Other departments receiving vehicles and equipment include Codes Administration, Building Safety, Traffic Operations, Paved Streets, Park Maintenance, Animal Services, Environmental Health, and Vector Control.

The total capital program expenditures, excluding vehicles, is \$146.6 million. Of that, \$93.7 million, or 63.9 percent, are funded with grants, existing cash, unallocated bonds, or new cash funding. New debt issuance is \$52.9 million, or 36.1 percent. New debt issued by fund: Water/Wastewater infrastructure projects total \$8.2 million, General Fund totals \$3.0 million, Internal Service \$4.0 million, and Lubbock Power and Light totals \$37.7 million.

The budget contains new or expanded projects to address long-standing community needs. Culture and Recreation will receive \$1.6 million in capital projects for the year. The Street Maintenance Program will receive \$11 million funded 100 percent with cash. The respective capital projects contain additional detail on these and other projects.

Following are the major drivers of the General Fund FY 2021-22 Operating Budget.

I. General Fund Revenue Sources

For FY 2021-22, the estimated funding sources for the General Fund total \$250.2 million, an increase of \$10.2 million, or 4.2 percent, from FY 2020-21. The increase in revenue comes mainly from an increase in sales tax as well as projected property taxes. The property tax rate is projected to decrease to \$0.523230 from \$0.541573 in the prior

Executive Summary

year with the General Fund portion lowering from \$0.398672 to \$0.381257. Franchise fee revenue is also projected to increase by 2.1 percent over FY 2020-21. Some fee changes are adopted in the General Fund and can be found in the General Fund Revenue section.

- Property Tax** **\$ 4,100,044**

This section incorporates discussion of the complete tax rate including the interest and sinking property tax rate revenues, economic development rate revenues, and the operations and maintenance property tax rate revenues. This budget incorporates a 1.8343 cent decrease to the total property tax rate for a tax rate of 52.323 cents per \$100 valuation. The total increase in the property tax revenue at 99.5 percent collection equals \$4.1 million; General Fund portion of the increase is \$2.3 million, Economic Development portion of the increase is \$170.1 thousand while interest and sinking fund increase is \$1.7 million.

The Maintenance and Operations rate is set at 38.1257 cents compared to 39.8672 cents per \$100 valuation in the prior year while the Economic Development rate is set at 2.1707 cents compared to 2.2468 cents in the prior year. The decrease in the tax rate, offset by the increase in property values generates an increase in tax revenues of \$4.1 million compared to the prior year. Total taxes generated on new property on the roll is \$2.2 million. The tax rate for debt service decreased from 12.0433 cents to 12.0266, or 0.0167 cents from FY 2020-21, due to use of reserves in the Interest and Sinking fund. The property tax rate distribution is illustrated in the following table:

Tax Rate Distribution	2021	2022	Change
General Fund	39.8672	38.1257	-1.7415
Debt Service Fund	12.0433	12.0266	-0.0167
Economic Development	2.2468	2.1707	-0.0761
Total Tax Rate	54.1573	52.3230	-1.8343

* All numbers in cents

- Sales Tax** **\$ 6,067,928**

Sales tax revenues for FY 2021-22 are expected to increase 8.1 percent compared to FY 2020-21 Budget. FY 2020-21 sales tax revenues are budgeted to grow by 1.1 percent compared to the prior year, but the current forecast for FY 2020-21 sales tax is an increase of 9.7 percent over the prior year. The projection is based on current trends as well as current and projected local economic factors.

- Franchise Fees** **\$ 610,761**

Franchise Fees are projected to increase by \$610.8 thousand, or 2.1 percent. The Franchise Fees for City of Lubbock utilities were reclassified in FY 2020-21 to this section and are no longer Transfers.

- Fees for Services** **\$ 1,856,500**

Fees for Services are projected to increase by \$1.9 million or 6.7 percent due to an increase in General Consumer Metered Fees associated with solid waste operations. Solid Waste tipping fees increased for both regular trash and special waste. Collection rates increased as well.

- Licenses and Permits** **\$ 1,058,209**

License and permit revenues increased \$1.1 million or 30.3 percent for FY 2021-22. These payments are for building permit related fees, food establishments, food truck permit, peddler permit and mixed beverage permits, charitable solicitations, animal licensing, oil and gas permit, and other licenses and permits required by the City. Construction related permits are projected to increase \$907.9 thousand or 36.9 percent compared to FY 2020-21.

Executive Summary

- **Fines** **\$ (441,396)**
Municipal Court fines generate the majority of this revenue and are projected to decrease by 17.1 percent or \$441.4 thousand. These revenues are forecasted based on historical trends and current activity.
- **Other** **\$ 487,991**
Interest Earnings are increasing \$466.4 thousand compared to FY 2020-21. The amount of interest earned is projected to reach almost \$1.3 million. Payments in lieu of property tax were reclassified to this section in FY 2020-21. Payments are received from LP&L, Water/Wastewater and Storm Water enterprise funds. These payments decreased by \$153.6 thousand due to the decrease in the property tax rate. Recoveries of Expenditures increased 68.9 thousand. Oil and gas royalties increased by \$67.9 thousand or 26.1 percent based on the market. While Intergovernmental revenue is projected to increase by 15.4 percent or \$66.3 thousand.
- **Transfers** **\$ 328,092**
Indirect Costs are increasing for LP&L, Water/Wastewater and Airport. The transfer from the Airport Fund includes payment for Airport Rescue Fire Fighting. LP&L transfer is increasing by \$154.0 thousand while the Water/Wastewater Fund transfer is increasing by \$167.2 thousand. Again this year, there will be a transfer in to the General Fund from the Risk Fund to cover the cost of the Organizational Development program in the Human Resources department.
- **Use of Excess Reserves** **\$ (2,234,719)**
Use of Excess Reserves is related to the capital plan and other one-time expenditures.

II. General Fund Expenditures

For FY 2021-22, expenditures for the General Fund total \$250.2 million, an increase of \$10.2 million, or 4.2 percent, from FY 2020-21. Major changes in expenditure levels are highlighted below:

- **Compensation** **\$ 6,738,109**
A variable cost of living increase beginning October 1, 2021 is included in the FY 2021-22 budget. With this adjustment, compensation totals \$115.5 million for an increase of 6.2 percent over the previous fiscal year. Increase in Police and Fire compensation is \$4.4 million. Total new positions in General Fund were eleven, offset by a decrease of nine positions, for net new positions in General Fund of two.
- **Benefits – Pension** **\$ 464,875**
Employee retirement benefit costs increased by 3.8 percent for FY 2021-22. The increase is due to increased compensation due to the raise as well as a change in the rate. This change is attributed to an actuarial valuation that reflects a change in post-retirement, mortality assumptions, actuarial cost methods, and amortization policy.
- **Benefits – Fire Pension** **\$ 92,711**
Fire retirement benefit costs increased by 1.2 percent for FY 2021-22. The increase is due to an increase in compensation for the raise.
- **Benefits – Social Security** **\$ 391,538**
Social Security increased 6.5 percent for FY 2021-22 associated with changes to compensation.
- **Benefits – Medical Insurance** **\$ 1,668,361**
Medical insurance costs increased by 10.4 percent for FY 2021-22. The increase is due to actual increase to the health insurance plan costs. Both, the city and employee side of the health plan increased for FY 2021-22.

Executive Summary

- **Benefits – Workers Compensation** **\$ (65,171)**
Workers compensation charges decreased by 3.4 percent for FY 2021-22. This charge is based on payroll amount of each department and claims completed in the prior year.
- **Supplies – Other Clothing Supplies** **\$ 102,501**
Other Clothing Supplies has increased by 42.3 percent for FY 2021-22 mainly due to necessity to expand on Personal Protective Equipment inventory and change in replacement schedule of other clothing supplies.
- **Supplies – Fuel** **\$ 262,145**
Unleaded fuel costs increased 5.3 percent or \$85.4 thousand, while diesel costs increased 10.2 percent or \$176.7 thousand when compared to FY 2020-21. For FY 2021-22, fuel was budgeted using prior year actuals.
- **Maintenance – Motor Vehicle** **\$ 906,414**
Vehicle maintenance increased 13.9 percent compared to FY 2020-21 budget based on actual historical data. Maintenance costs have increased and Fleet is being proactive in maintaining and repairing the City’s fleet.
- **Maintenance – Communication Equipment** **\$ 86,765**
Communication equipment maintenance is increasing 5.2 percent for FY 2021-22 primarily due to increased cost related to the Radio Shop. Radio Shop charges are allocated among City funds based on number of radio units.
- **Maintenance – Municipal Buildings** **\$ 51,000**
Building maintenance is increasing 19.6 percent for FY 2021-22. Maintenance and repair costs associated with all General Fund City facilities has increased due to projected repairs and replacements.
- **Maintenance –Buildings Other** **\$ 173,670**
Building cost is increasing 475.4 percent for FY 2021-22. Increase is related to the reallocation of maintenance cost for fire facilities from a capital project to the operating budget.
- **Professional Services - Special Services** **\$ 80,000**
Professional services increased significantly due to approval of Animal Rescue Transport Program in FY 2021-22.
- **Professional Services – Other Special Services** **\$ 71,488**
Special services increased 3.7 percent due to higher election costs and increased Lubbock County Appraisal District’s appraisal and collection fees.
- **Professional Services – Contracted Services** **\$ 68,000**
Contracted services increased 283.33 percent due to a new contract for onsite security at Citizens Tower.
- **Professional Services – Park Maintenance** **\$ 361,685**
Contract maintenance costs increased 14.1 percent due to the addition of facilities to the custodial contract and increased cost of park maintenance.
- **Utility Collections Office Charges** **\$ 111,692**
Utility Collections Office charges increased by 10.6 percent due to charges associated with utility billing collections for Solid Waste.
- **Other Equipment** **\$ 405,151**
Other Equipment increased by 112.9 percent due to the need for additional dumpsters for new developments and annexation and replacement of dumpsters that can no longer be refurbished.

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- **Scheduled Charges – IT** **\$ 327,964**
Information Technology charges increased 4.5 percent. The increase is due to the addition of new services, Information Technology Master Plan, replacement of Civic Center WiFi, and increased costs association with replacement of core networking equipment and storage.
- **Scheduled Charges – Liability** **\$ 862,998**
Liability insurance increased by 49.4 percent. The allocation of liability insurance to the departments is determined by the Risk department. Liability costs are based on the number of claims as well as the amount paid as of the last completed fiscal year.
- **Scheduled Charges – Electric** **\$ (266,738)**
Electricity charges decreased 14.0 percent for FY 2021-22. Electric charges are budgeted based on electricity usage. The cost of electricity is expected to decrease in FY 2021-22 based on historical trends and changes related to the move to Citizens Tower.
- **Scheduled Charges – Natural Gas** **\$ 211,189**
Natural Gas charges increased 88.0 percent for FY 2021-22. This increase is associated with a projected increase to natural gas rates.
- **Capital Outlay – Motor Vehicles** **\$ (260,375)**
Capital Outlay decreased 29.7 percent in FY 2021-22. The decrease is due to reduced estimated vehicle total loss replacement in the Police cost centers and a one-time expense included in Parks Department the prior year.
- **Capital Outlay – Office Furniture and Equipment** **\$ (2,852,295)**
This account decreased due a prior year one-time cost for repair of City of Lubbock Utility Customer Service Center and Citizens Tower basement after 2021 Flooding Event.
- **Capital Outlay – Other Equipment** **\$ (118,527)**
Capital Outlay – Other Equipment decreased due to one-time capital expenses in the prior year.
- **Capital Outlay – Vehicle and Equipment Debt** **\$ (294,312)**
Vehicle and Equipment debt payments decreased 5.2 percent for FY 2021-22. The total payment amount in FY 2021-22 is approximately \$5.4 million.
- **Reimbursements – Engineering and Public Works Dispatch** **\$ (215,351)**
The cost of engineering is distributed to General Fund, Storm Water, and Water/Wastewater Funds. This account is the total reimbursement for engineering services from Storm Water and Water/Wastewater Funds. This also includes reimbursement from the Water/Wastewater Fund for Public Works dispatch. All of the expenses related to engineering services and public works dispatch were moved from these utility funds in FY 2018-19 to gain efficiencies in these areas.
- **Transfer to Capital Program** **\$ 2,585,326**
This year the transfer to the capital program totals \$18.3 million. Thirty capital projects are funded in the FY 2021-22 General Fund Capital Program, with twenty-nine projects totally cash funded and one project funded with Certificates of Obligation. The projects totally funded with cash are Facility Maintenance Fund, Facility Roof Replacements, Public Health Facility, Warehouse Replacement, FY 2021-22 Future Comprehensive Plan Implementation, FY 2021-22 Comprehensive Zoning Map Analysis, Document Management System, Citizens Tower West Plaza, Municipal Parking Garage Plaza, Golf Course Improvements, Park Amenities, Buddy Holly Center Renovations Phase II, Garden and Arts Center Exterior Renovations, Dock and Bridge Replacement, Park Playgrounds Phase II, Parks Unimproved Roads, Abernathy Landfill - Gate House Renovations, Downtown One

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Way to Two Way Street Conversion, Landfill 69 Groundwater Remediation, Backup Power at Signalized Intersections, American Disability Act Ramp and Sidewalk Project, Upland Avenue from 82nd Street to 98th Street, Street Maintenance 2021, Transfer Station, Pedestrian and Cyclist Enhancements, Iola Avenue From 122nd St. to FM 1585, Canyon Lakes Connectivity, Fiber Optic Expansion Continuation, and Traffic Signal FY21-22 through FY25-26. The only debt funded project is 114th Street - Quaker Avenue to Indiana Avenue at an expected \$3.0 million and is to be financed on a 10-year Certificate of Obligation.

- **Transfer to Fleet Program** **\$ (2,035,623)**
This year the transfer to Fleet totals \$2.9 million and funds 31 vehicles and equipment. Solid Waste is replacing four side loaders, a motor grader, a roll-off, and a 12-yard dump for \$1.9 million. Other departments receiving new or replacement vehicles or equipment include Fire, Police, Vector Control, Paved Streets, Traffic, Codes Administration, Building Safety, Engineering, Park Maintenance, Animal Services, and Environmental Health.
- **Transfer to Civic Center** **\$ (310,025)**
A transfer from General Fund in not needed in FY 2021-22.

III. Budget Calendar

Following is the calendar of events detailing the budget process:

- 07/25: Last day for Chief Appraiser to certify appraisal roll
- 08/2: Operating and CIP budget presentation to City Council
- 08/10: Regular City Council Meeting – Discuss tax rate (tax rate, effective rate and rollback rate); Take vote on proposed tax rate; Schedule and announce dates for public hearings on tax rate
- 08/12: File Proposed Budget with City Secretary
- 09/7: Special City Council Meeting – Budget Public Hearing @ 5:00 p.m.; Tax Rate Public Hearing @ 5:00 p.m.; Schedule and announce meeting to adopt rate; First reading of Budget Ordinance/Tax Levy Ordinance
- 09/14: Regular City Council Meeting – Second reading of Budget Ordinance / Tax Levy Ordinance

IV. Texas Truth-in-Taxation Laws

The Texas Constitution and Property Tax Code embody the concept of truth-in-taxation to require taxing units to comply with certain steps in adopting their tax rates. The truth-in-taxation requirements are contained in the Texas Constitution, Chapter 26.

No-New-Revenue Rate

The no-new-revenue tax rate is a calculated rate that provides the City with about the same amount of revenue received during the prior year on properties taxed in both years. If property values increase, the no-new-revenue tax rate will go down, and vice versa. The no-new-revenue tax rate takes the amount of the 2020 tax levy adjusted for refunds and TIF values and takes last year dollars and divides them by this year’s adjusted values (total taxable value minus new improvements and new personal property values). This calculation gives a no-new-revenue tax rate of \$0.49771.

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Voter-Approval Rate

The Voter-Approval rate is a calculated maximum rate allowed by law without voter approval. The Voter-Approval rate provides the City with approximately the same amount of tax revenue it spent the previous year for day-to-day operations plus a 3.5 percent increase for those operations and sufficient funds to pay debts in the coming year. If the City adopts a tax rate that is higher than the Voter-Approval rate, an automatic election is triggered that must be held on the November uniform election date. The 2021 voter-approval tax rate is \$0.526862 (includes unused increment).

Proposed Tax Rate

During the budget process, the City Council evaluated a proposed a tax rate of \$0.523230 per \$100 valuation. The no-new-revenue and voter-approval rates were calculated by and received from the Lubbock Central Appraisal District. The proposed tax rate exceeded the no-new-revenue rate, but remained below the voter-approval tax rate.

Since the tax rate proposed by the City Council exceeded the no-new-revenue tax rate, the City Council was required to follow legislative guidelines for proposing and adopting a tax rate. These legislative guidelines include:

1. The City Council votes to place a proposal to adopt the rate on the agenda of a future City Council meeting as an action item. This vote is recorded.
2. The proposal specifies the desired rate. The City Council cannot vote to adopt a proposal to increase taxes by an unspecified amount.
3. If the motion passes, the City Council schedules a public hearing on the proposal.
4. The City Council notifies the public of the date, time and place for the public hearing and provides information about the proposed tax rate at least five days before the public hearing. This notice is titled "Notice of Public Hearing on Tax Increase"
5. After publishing the required notice, the City holds a public hearing. Taxpayers have the opportunity to express their views on the increase at the public hearing. The City Council may adopt the tax rate at the public hearing. If the City Council does not adopt the tax rate at the hearing, the City Council must announce the date, time, and place of the meeting at which it will vote on the tax rate.
6. The Tax Code requires that the City Council adopt the tax rate no less than seven day after the public hearing.

Tax Rate Comparison

<u>Fiscal Year</u>	<u>Operation & Maintenance</u>	<u>Interest & Sinking Fund</u>	<u>Economic Development</u>	<u>Total</u>
2001	0.427180	0.112820	0.030000	0.570000
2002	0.428440	0.111560	0.030000	0.570000
2003	0.432040	0.107960	0.030000	0.570000
2004	0.415040	0.100660	0.030000	0.545700
2005*	0.334740	0.094960	0.030000	0.459700
2006	0.356300	0.060900	0.030000	0.447200
2007	0.360740	0.071250	0.030000	0.461990
2008	0.353800	0.071250	0.030000	0.455050
2009	0.325400	0.091000	0.030000	0.446400
2010	0.332400	0.084000	0.030000	0.446400
2011	0.332400	0.093770	0.030000	0.456170
2012	0.342000	0.102000	0.030000	0.474000
2013	0.356830	0.105910	0.029370	0.492110
2014	0.360800	0.116560	0.027050	0.504410
2015	0.385000	0.114250	0.023150	0.522400
2016	0.392200	0.122670	0.023150	0.538020
2017	0.378250	0.136620	0.023150	0.538020
2018	0.388250	0.126620	0.023150	0.538020
2019	0.388250	0.136620	0.023150	0.548020
2020	0.403090	0.131780	0.023150	0.558020
2021	0.398672	0.120433	0.022468	0.541573
2022	0.381257	0.120266	0.021707	0.523230

* Sales tax swap

Adopted Tax Rate

Following the required public hearing, the City Council adopted a tax rate of \$0.523230 per \$100 valuation with a unanimous vote. The FY 2021-22 adopted tax rate incorporates a 1.8343 cent decrease from the prior year.

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V. Airport Budget Highlights

FY 2021-22 will continue to be a challenge for the Airport Fund with the continuation of the pandemic. The COVID-19 pandemic closed the state of Texas March 2020 and had a significant impact on the airline industry as social distancing directive made it impossible for people to fly. The Federal Government, in an effort to assist the airports in maintaining operations distributed CARES act funding to the local governments managing airports. The City of Lubbock received \$9.5 million in late April of 2020. It is believed that it will take a few years for the air traffic to return to pre-pandemic levels and thus, consequently revenue will only increase slightly. For FY 2020-21, Airport revenue reflected the use of CARES Act funding. There will be use of CARES funding for FY 2021-22, however this will be reflected as a reimbursement against expenses. The FY 2021-22 budget also expects a 25.0 percent increase in landing revenue and a 17.4 percent decrease in parking revenue.

Expenses for the fund are expected to decrease \$2.5 million, or 16.9 percent, from FY 2020-21. The operating budget includes decreases to vehicle maintenance, electric utilities and other capital equipment. Increases to the operating budget are found throughout the budget as operations begin to return to normal. Increases to the fund are in compensation to accommodate for an average four percent compensation adjustment as well as to health insurance. Other increases are reflected in cleaning supplies, building and HVAC system maintenance, professional services, property insurance and natural gas costs. Approval of pay steps for an Airfield Maintenance Worker and Airport Operations Agents are included in this budget along with the replacement of an SUV at a cost of \$58.0 thousand. Fund level changes include decreases to debt service and vehicle/equipment debt of \$544.6 thousand as well as transfer to General Fund for ARFF costs and indirect costs. There is also a decrease in cash funding of capital projects. Expenses are offset by \$3.5 million reimbursement from CARES Act for both operating and capital expenses.

The operating model incorporates many variables including interest rates, inflation rates, number of enplanements, Passenger Facility Charge (PFC) rates, Customer Facility Charge (CFC) rates, and changes in the cost or priority of capital projects.

	Budget	Forecast				
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Revenues	\$ 12,301,311	14,627,517	15,443,832	16,343,423	17,332,612	19,251,497
Use of Excess Reserves	-	235,606	-	-	-	-
Total Funding Sources	12,301,311	14,863,124	15,443,832	16,343,423	17,332,612	19,251,497
Operating Expenses	8,192,318	8,313,768	8,526,141	8,747,593	8,978,791	9,220,461
Fund Level Expenses	4,108,994	6,549,355	6,339,158	6,536,325	6,803,225	6,229,210
Total Expenses	\$ 12,301,311	14,863,124	14,865,299	15,283,918	15,782,016	15,449,671

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VI. Storm Water Utility Budget Highlights

In FY 2021-22, there will be no rate changes for residential and commercial customers.

Storm Water revenues are expected to increase \$1.0 million, or 4.3 percent, from FY 2020-21. This increase is attributed to the addition of residential and commercial accounts.

Expenses are projected to increase \$1.8 million, or 7.5 percent, from FY 2020-21. The department level budget is expected to increase \$225.9 thousand. Increases to the department level budget are in compensation, overtime, certification pay, social security, medical insurance, fuel, street system maintenance, professional services, computer equipment, other equipment, Information Technology charge, and liability insurance. Decreases to the department level budget include decreases in terminal pay, retirement, and vehicle maintenance.

The projects funded with cash include Digital Orthophotography, Storm Water Improvements, Storm Water Rehab and Maintenance, Upland Ave and 66th Street Playa Drainage Improvement, as well as the addition of Playa Lake 054 Lateral Extension.

The fund level expenses will increase by \$1.6 million or 7.6 percent for FY 2021-22. The debt is expected to decrease by over \$337.1 thousand while fleet capital will also decrease. The transfer to LP&L is projected to increase by \$135.0 thousand. The major increase to the fund level expense is storm water cash funded capital increasing by \$2.0 million.

The rate structure incorporated in the model is subject to change depending on many variables. Some of the variables may include interest rates, commodity prices, inflation rates, and changes in the cost or priority of capital projects.

	Budget	Forecast				
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Revenues	\$ 24,412,998	24,566,033	24,703,494	24,850,281	24,979,413	24,758,170
Use of Excess Reserves	1,704,112	4,455,112	-	-	-	-
Total Funding Sources	\$ 26,117,110	29,021,145	24,703,494	24,850,281	24,979,413	24,758,170
Operating Expenses	\$ 3,605,865	3,692,821	3,781,919	3,873,202	3,966,723	4,062,539
Fund Level Expenses	22,511,245	25,328,325	16,875,008	17,983,238	18,111,054	16,931,153
Total Expenses	\$ 26,117,110	29,021,145	20,656,928	21,856,440	22,077,777	20,993,692

Residential Rate Structure

Residential Rate - Monthly (Tier 1)	7.30	7.15	7.00	6.85	6.70	6.45
Residential Rate - Monthly (Tier 2)	11.18	10.95	10.72	10.49	10.26	9.88
Residential Rate - Monthly (Tier 3)	14.14	13.85	13.56	13.27	12.98	12.50
Residential Rate - Monthly (Tier 4)	21.22	20.78	20.34	19.91	19.47	18.75

Commercial Rate Structure

Commercial Rate - Monthly	21.22	20.78	20.34	19.91	19.47	18.75
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VII. Water/Wastewater Utility Budget Highlights

Revenue is expected to increase \$1.9 million, or 1.3 percent, from FY 2020-21. The increase is primarily due to water and wastewater metered sales associated with adopted rate increases of \$0.50 to the water base rate and of \$0.05 to the wastewater base rate. The model reflects projected increases to the rates in future years. There is a \$10.6 million use of excess reserves budgeted for FY 2021-22.

Expenses for the fund are projected to increase \$11.4 million, or 7.1 percent, from FY 2020-21. The department level expenses are projected to increase by \$4.2 million or 9.4 percent. Major increases to the department level expenses include an increase to compensation due to an average four percent compensation adjustment and a change to the pay scale for Heavy Equipment Operators. Increases are also in health insurance, chemical and safety supplies, fuel, vehicle maintenance, water systems maintenance and electric systems maintenance. Other increases include professional services, property and liability insurance as well as electric, sewer, solid waste, and natural gas utilities. CRMWA payment for FY 2021-22 increased by over \$1.1 million. The budget also includes the addition of a Fire Hydrant Crew, Administrative Assistant and Environmental Compliance Specialist. Decreases to the department level budget are minimal this year and found primarily in system capital outlay.

Changes to the fund level expenses include an increase of \$7.1 million. Decreases are to debt and transfer to LP&L mainly due to prior year Lake 7 one-time expense. Increases to fund level expenses are for cash funded capital, transfer to vehicle replacement fund, and transfer to General Fund for indirect costs, payment in lieu of property tax and franchise fees.

The modeled expenses continue the implementation of the strategic master plan and currently planned projects. The rate structure incorporated in the model is subject to change depending on many variables. Some of these variables may include water/wastewater volumes, interest rates, commodity prices, inflation rates, operational impact of new facilities, any activities or projects as a result of the master plan, and changes in the cost or priority of capital projects.

The water/wastewater model differs from the Fund Overview as the model accounts for vacancies and salaries charged to capital projects. This change was made beginning in FY 2020-21. The variance in decreased compensation and benefits for FY 2021-22 is apparent as the model shows use of excess reserves of \$10.6 million for FY 2021-22 while the Fund Overview displays a \$12.2 million use of excess reserves for the same year.

	Budget	Forecast				
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Revenues	\$ 144,364,013	146,391,920	147,823,167	149,078,565	150,373,443	151,707,173
Use of Excess Reserves	10,633,337	5,785,129	-	-	-	-
Total Funding Sources	\$ 154,997,350	152,177,049	147,823,167	149,078,565	150,373,443	151,707,173
Operating Expenses	47,454,852	48,245,253	49,353,505	50,497,180	51,677,926	52,897,492
Fund Level Expenses	107,542,498	103,931,795	95,289,601	93,713,502	94,919,251	95,072,808
Total Expenses	\$ 154,997,350	152,177,049	144,643,106	144,210,682	146,597,177	147,970,300
Water Rate Analysis						
Base Rate	\$ 18.50	19.00	19.00	19.00	19.00	19.00
Volume Charge						
1,001-5,000 Gallons	4.03	4.03	4.03	4.03	4.03	4.03
5,001-10,000 Gallons	6.97	6.97	6.97	6.97	6.97	6.97
10,001-30,000 Gallons	8.36	8.36	8.36	8.36	8.36	8.36
30,001 + Gallons	8.57	8.57	8.57	8.57	8.57	8.57
Wastewater Rate Analysis						
Base Rate	\$ 16.55	16.60	16.65	16.70	16.75	16.80
Volume Charge	3.71	3.71	3.71	3.71	3.71	3.71

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VIII. LP&L Budget Highlights

The Electric Utility Board of Lubbock Power & Light (LP&L) is pleased to present a budget that aligns with the previous year's forecast and does not recommend a base rate adjustment for FY 2021-22.

Revenues are expected to decrease \$13.81 million, or 4.3 percent, for FY 2021-22. SPS Hold Harmless Reserve Revenue Recognition decreased \$24 million for FY 2021-22, due to the one-time reserve that was utilized in the prior year to make a one-time Southwestern Public Service Company (SPS) Hold Harmless Payment. Franchise Fee Equivalent (FFE) revenues decrease \$1.24 million, or 9.0 percent, due to the revenue recognition for a hold harmless payment to SPS that was paid out in FY 2020-21. The Transfer from the debt service fund decreased \$1.55 million, or 50.0 percent, due to this being the final year of the capitalized interest payment. Transfer from other funds decreased \$1.03 million, or 37.6 percent, mainly due to a FY 2020-21 one-time \$1.2 million transfer from the Water fund. These decreases are slightly offset by an increase in TCOS revenues of \$19.76 million. TCOS revenues in FY 2020-21 only included four months of revenues whereas FY 2021-22 includes projected revenues for the entire fiscal year. Offsetting the TCOS revenue is an ERCOT Hold Harmless payment, totaling \$14.67 million. The Power Cost Recovery Factor (PCRF) revenues increased \$1.37 million, or 0.7 percent. Additionally, Interest earnings increased \$0.12 million due to higher yields in the pooled investment portfolio, and outside work order revenues increased \$0.18 million, due to a proposed 20% rate increase in the utility recovery fees for commercial and residential developments.

Expenses for the fund are expected to decrease \$9.28 million, or 2.9 percent, from FY 2020-21. SPS Hold Harmless Payment decreased \$24 million for FY 2021-22, due to a one-time Hold Harmless Payment paid out to SPS in FY 2020-21. The FFE and Payment in Lieu of Taxes (PILOT) decreased \$1.13 million and \$0.23 million respectively, or 7.9 percent, due to the revenue recognition for a hold harmless payment to SPS that was paid out in FY 2020-21. Capitalized Interest decreased \$1.55 million, or 50.0 percent due to a decrease in the capitalized interest payment on the outstanding 2017 and 2018 30-year revenue bonds. Additionally, the transfer to electric capital decreased \$1.05 million, or 4.8 percent, due to the utilization of unallocated cash related to savings from closed cash-funded capital project. These decreases are slightly offset by an increase in Energy/fuel cost of \$3.98 million, or 3.5 percent, due to increased natural gas prices. Transmission costs increase \$10.46 million, or 24.8 percent as LP&L will pay a full-year of transmission costs in ERCOT along with the SPP transmission costs (SPP costs are charged on a one-year lag). Capacity costs decreased \$13.91 million, or 44.9 percent, due to the termination of the 400MW capacity contract on May 31, 2021. Debt service increased \$16.28 million, or 92.0 percent, due to the increase in principal and interest payments related to the issuance of revenue bonds to fund approximately \$293.36 million in projects. Compensation increased \$1.77 million, or 9.8 percent due to a net increase of ten (10) FTE's and an average 4 percent compensation adjustment across all departments. Benefits increased \$0.65 million, or 8.5 percent, as a result of a ten percent increase in the employer portion of health benefits and increases in compensation. Scheduled charges increase \$0.94 million, or 15.7 percent, due primarily to large increases in property and liability insurance.

The rate structure incorporated in the model is subject to change depending on many variables. Some of these variables may include: volumes, weather, interest rates, commodity prices, inflation rates, and the operational impact of new facilities, and changes in the cost or priority of capital projects.

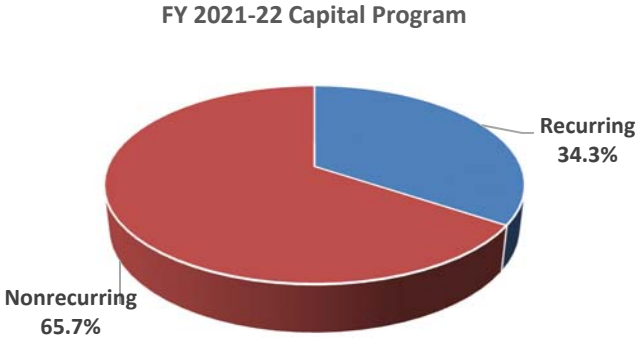
Rates for LP&L are located in the LP&L section of the Operating Budget and Capital Program - Volume II.

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	Budget		Forecast			
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Revenues	303,960,492	222,929,658	166,475,520	154,333,813	155,923,373	172,507,366
Uses of General Reserve	3,721,532	3,389,255	7,622,896	10,140,341	6,367,048	-
Total Funding Sources	307,682,025	226,318,913	174,098,417	164,474,154	162,290,421	172,507,366
Operating Expenditures	231,344,094	151,473,822	96,293,994	84,220,704	86,872,007	89,192,080
Fund Level Expenditures	76,337,931	74,845,091	77,804,422	80,253,450	75,418,414	75,115,404
Total Expenditures	307,682,025	226,318,913	174,098,417	164,474,154	162,290,421	164,307,484
Projected Base Rate Increase	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

IX. FY 2021-22 Capital Program

The FY 2021-22 Adopted Budget includes \$160.0 million in capital expenditures. Of that, 34.3 percent, or \$55.0 million, are recurring capital expenditures that are budgeted each year. 65.7 percent, or \$105.1 million are nonrecurring projects that do not occur each year and a portion of them are significant projects and expenditures.



Recurring Capital Projects

The recurring capital projects included in the budget are for general repair, replacement, or maintenance of City assets and are included in the budget each year. The assets include facilities, existing infrastructure such as roadways, fiber, traffic signals, traffic signs, electric lines and meters, water and wastewater lines and meters, upgrades to water and wastewater plants, and replacement of meters as well as vehicles and equipment.

Nonrecurring Capital Projects

The nonrecurring projects total \$105.1 million in FY 2021-22. The projects are broken down into the following categories:

Administrative Services

Administrative Services has seven nonrecurring projects budgeted in FY 2021-22 budget totaling \$9.6 million. These projects are as follows: Public Health Facility for \$8.1 million, Warehouse Replacement for \$152.3 thousand, Future Comprehensive Plan Implementation for \$120 thousand, FY 2021-22 Comprehensive Zoning Map Analysis for \$75 thousand, Document Management System for \$215 thousand, Citizens Tower West Plaza for \$450 thousand, and Municipal Parking Garage Plaza for \$500 thousand.

Airport

Airport has two nonrecurring projects budgeted in FY 2021-22 budget totaling \$1.1 million. These projects are as follows: Roof Repair and Replacement for \$324 thousand and Replace ARFF Vehicle for \$800 thousand.

Arts and Entertainment Facilities

Arts and Entertainment Facilities does not have nonrecurring projects budgeted in FY 2021-22.

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Cemetery

Cemetery does not have nonrecurring projects budgeted in FY 2021-22.

Central Business District TIF

Central Business District TIF has one nonrecurring projects budgeted in FY 2021-22 budget totaling \$100 thousand for Historic District Designation.

Cultural and Recreational Services

Cultural and Recreational Services includes projects for Libraries, Parks, and Cultural Arts. It has three nonrecurring projects totaling \$460 thousand. These projects are as follows: Buddy Holly Center Renovations Phase II for \$45 thousand, Garden and Arts Center Exterior Renovations for \$15 thousand, and Parks Unimproved Roads for \$400 thousand.

Gateway

Gateway has one nonrecurring projects budgeted in FY 2021-22 budget totaling \$700 thousand for Upland Avenue 98th Street to 114th Street.

Internal Services

Internal Services has one nonrecurring projects budgeted in FY 2021-22 budget totaling \$4 million for Public Safety CAD, Mobile, and RMS Software.

Lubbock Business Park TIF

Lubbock Business Park TIF does not have nonrecurring projects budgeted in FY 2021-22.

Lubbock Power and Light (LP&L)

LP&L has seventeen projects in the FY 2021-22 budget that are nonrecurring totaling \$47.0 million. The significant projects included in the FY 2021-22 budget are as follows: Red Raider Substation Distribution Feeders for \$1.6 million, Substation Capacity Upgrade - Northeast for \$7.6 million, ERCOT - TDSP for \$7.4 million, Distribution System, Upgrade-Improvements-Expansion for \$6.4 million, Downtown Redevelopment for \$1.7 million, Substation Capacity Upgrade - Co-op for \$5.7 million, Substation Capacity Upgrade - Thompson for \$2.7 million, Substation Capacity Upgrade - Vicksburg for \$8.7 million, Yellowhouse Substation Capacity Upgrade for \$1.3 million, and McDonald Substation Capacity Upgrade for \$1.4 million,

North Overton TIF

North Overton TIF does not have nonrecurring projects budgeted in FY 2021-22.

Public Safety

Public Safety does not have nonrecurring projects budgeted in FY 2021-22.

Public Works

Public Works has eight nonrecurring projects budgeted in FY 2021-22 in the amount of \$6.0 million. These projects are as follows: Abernathy Landfill - Gate House Renovations for \$7.4 thousand, Downtown One Way to Two Way Street Conversion for \$400 thousand, Upland Avenue from 82nd Street to 98th Street for \$1 million, Transfer Station for \$1.3 million, 114th Street - Quaker Avenue to Indiana Avenue for \$3 million, Pedestrian and Cyclist Enhancements for \$160 thousand, Iola Avenue From 122nd St. to FM 1585 for \$75 thousand, and Canyon Lakes Connectivity for \$75 thousand.

Storm Water

Storm Water has two nonrecurring projects budgeted for FY 2021-22 in the amount of \$4.5 million. The projects are as follows: Upland Ave and 66th St Playa Drainage Improvements for \$4 million and Playa Lake 054 Lateral Extension for \$500 thousand.

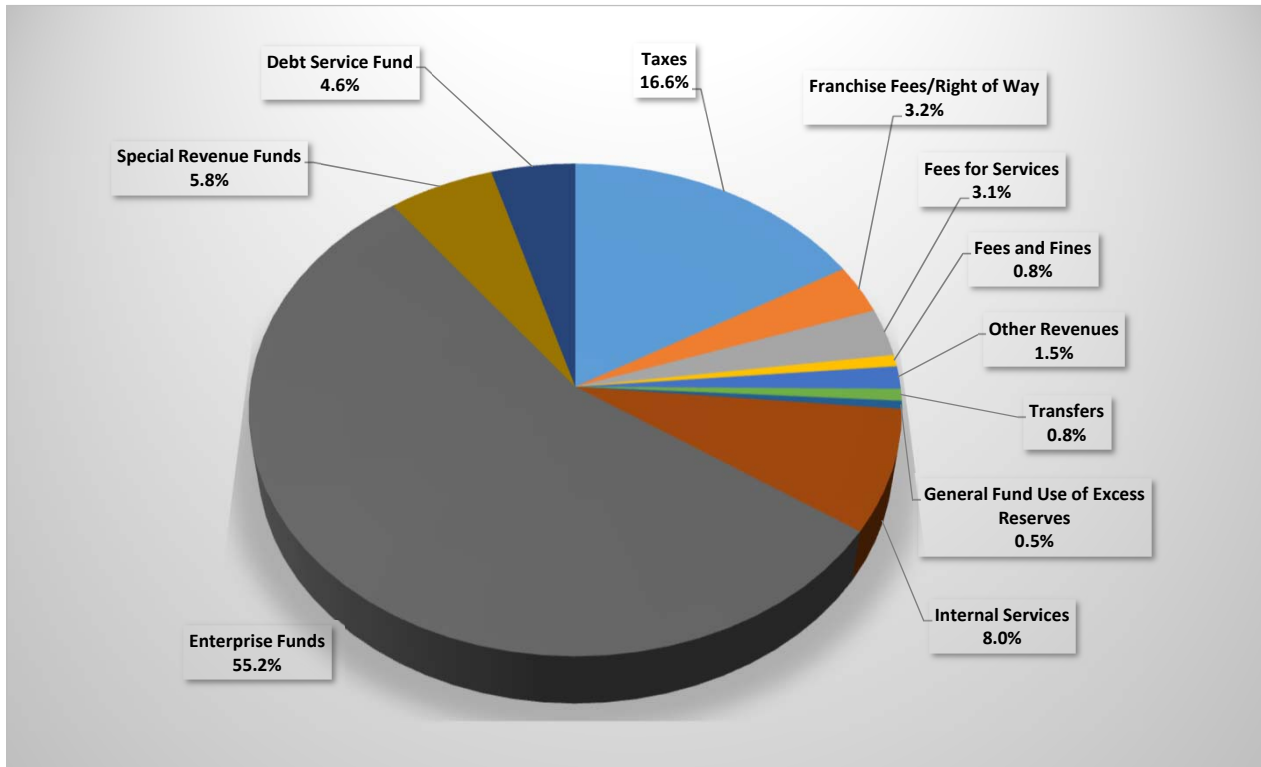
Executive Summary

Water/Wastewater

Water/Wastewater has eleven nonrecurring projects budgeted for FY 2021-22 in the amount of \$31.5 million. The projects are as follows: SEWRP Effluent Pump Station #2 Improvements for \$6 million, South Lubbock Sanitary Sewer Extension Phase IV for \$2.2 million, Major Sewer Line Condition Assessment and Repair for \$3 million, East Lubbock Future Expansion for \$500 thousand, Sewer Ahead of Broadway Ave for \$350 thousand, Asset Management for \$300 thousand, Roberts County Well Field New Transmission Line for \$500 thousand, Large Water Line Assessment and Repair for \$275 thousand, Water Ahead of Broadway Ave for \$350 thousand, Water Lines Ahead of Arterial Roadways for \$1.4 million, Elevated Storage Tanks - ARPA for \$16.7 million.

<u>FY 2021-22 Capital Plan</u>	<u>Recurring</u>	<u>Nonrecurring</u>	<u>Total CIP</u>
Administrative Services	\$ 628,800	9,623,642	10,252,442
Airport	6,032,386	1,124,000	7,156,386
Central Business District TIF	-	100,000	100,000
Cultural and Recreational Services	1,111,895	460,000	1,571,895
Gateway Streets Projects	-	700,000	700,000
Internal Services	10,818,978	4,000,000	14,818,978
Lubbock Power and Light	14,249,500	47,047,246	61,296,746
North Overton TIF	1,000,000	-	1,000,000
Public Works	12,125,000	5,992,400	18,117,400
Storm Water Utility	1,385,000	4,500,000	5,885,000
Wastewater Utility	3,450,000	12,050,000	15,500,000
Water Utility	4,150,000	19,475,000	23,625,000
Total	\$ 54,951,559	105,072,288	160,023,847

City of Lubbock
FY 2021-22 Summary of All Funding Sources



FUNDING SOURCES	Actual	Actual	Actual	Budget	Budget
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
Taxes	\$ 129,828,610	137,818,250	145,388,174	148,356,538	156,885,901
Franchise Fees/Right of Way	27,107,249	26,978,271	25,857,142	29,741,712	30,352,473
Fees for Services	26,000,542	27,711,466	26,818,228	27,579,794	29,436,294
Fees and Fines	6,256,231	7,663,055	7,116,430	6,501,077	7,184,168
Other Revenues	12,083,936	13,627,127	21,605,949	13,537,889	13,959,602
Transfers	16,277,903	6,253,950	6,604,553	7,027,335	7,355,427
General Fund Use of Excess Reserves	-	553,834	-	7,275,263	5,040,544
Internal Services	59,564,364	61,397,251	65,967,141	71,602,945	75,936,078
Enterprise Funds	447,301,761	419,054,467	430,046,222	525,994,037	522,498,354
Special Revenue Funds	42,236,629	45,875,994	51,272,902	63,522,376	54,531,529
Debt Service Fund	64,860,459	54,061,105	64,549,421	42,554,090	43,127,363
TOTAL ALL FUNDING SOURCES	\$ 831,517,683	800,994,772	845,226,161	943,693,056	946,307,732

* General Fund Use of Excess Reserves is only shown for those years that are budgeted numbers, not actual receipts.

The City of Lubbock has many different types of funding sources with the majority of General Fund revenues coming from tax revenues, both sales tax and property tax. Other General Fund revenue sources include Franchise Fees/Right of Way, Fees and Fines, and Transfers. Internal Service Fund sources of funding are internal and are funded from all other departments. The majority of the revenues are generated by the Enterprise Funds. Most of these revenues are from utilities such as water/wastewater, electric, and storm water. Funding sources in each Special Revenue Fund are specific to the objectives of the fund. The notable increases in revenues include Taxes by \$8.5 million, the Internal Service Funds by \$4.3 million, and the General Fund Use of Excess Reserves by \$5.0 million. The increases are offset by a decrease of \$3.5 million in the Enterprise Funds and \$8.6 million in Special Revenue Funds.

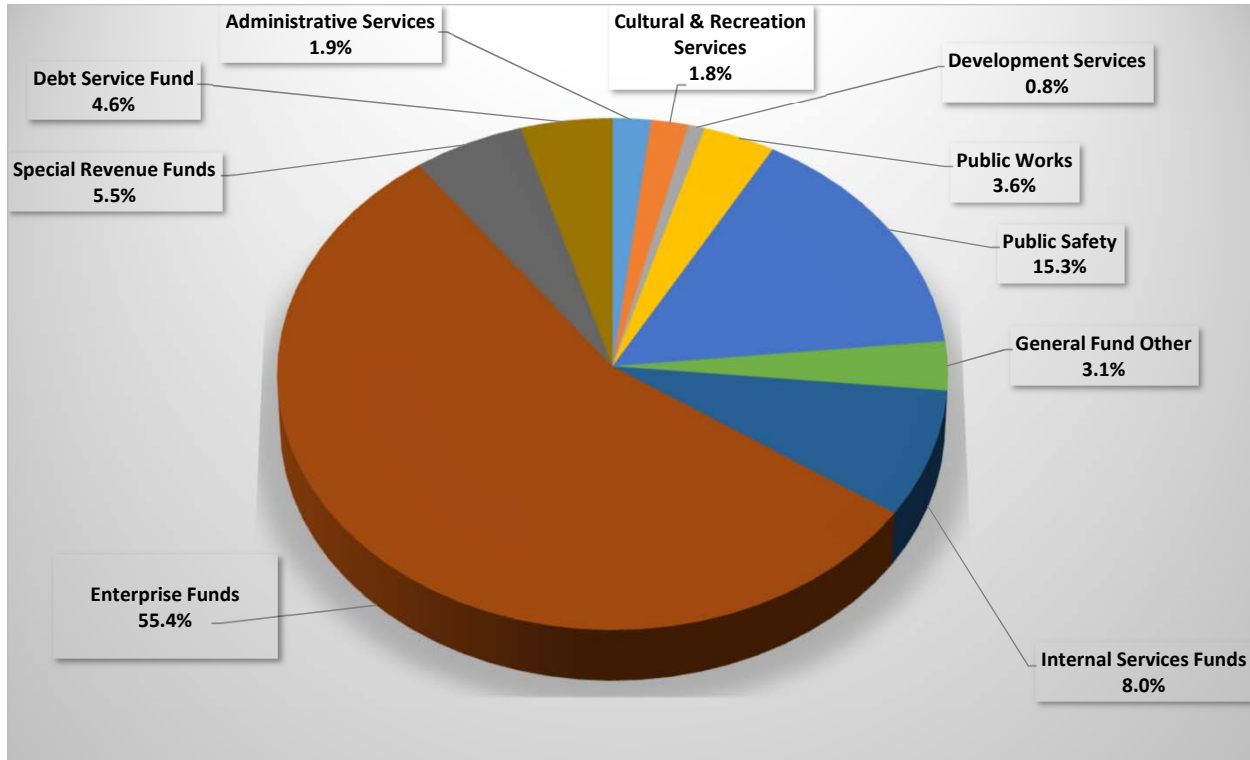
Funding Source Summary - General Fund

	Actual	Actual	Actual	Budget	Budget	% Change
TAXES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Property Taxes	\$ 60,226,061	63,597,746	69,119,990	71,297,353	73,560,749	3.2
Delinquent Taxes/Penalties & Interest	499,171	830,384	818,827	662,750	727,111	9.7
Sales Tax	67,440,546	71,646,844	73,978,320	74,796,435	80,864,363	8.1
Mixed Beverage Tax	1,431,793	1,494,476	1,200,459	1,400,000	1,463,100	4.5
Bingo Tax	231,039	248,800	270,578	200,000	270,578	35.3
TOTAL TAXES	129,828,610	137,818,250	145,388,174	148,356,538	156,885,901	5.7
FRANCHISE FEES/RIGHT OF WAY						
Suddenlink	1,882,925	1,915,170	1,799,911	1,489,797	1,722,891	15.6
Xcel Energy	11,917	243,175	550	126,110	245,000	94.3
Atmos	2,546,208	2,459,370	2,361,736	2,317,835	3,502,188	51.1
South Plains Electric Coop.	1,474,382	1,667,782	1,413,898	1,491,618	1,668,725	11.9
West Texas Gas	13,805	19,862	15,978	22,831	17,896	(21.6)
In Lieu of Franchise	18,271,576	17,887,055	18,209,202	22,443,638	21,505,773	(4.2)
Telecom ROW	2,906,438	2,785,856	2,055,867	1,849,883	1,690,000	(8.6)
TOTAL FRANCHISE FEES/RIGHT OF WAY	27,107,249	26,978,271	25,857,142	29,741,712	30,352,473	2.1
FEES FOR SERVICES						
Development Services	227,269	241,019	259,672	265,534	268,060	1.0
General Government	191,818	247,679	163,571	161,932	174,940	8.0
City Secretary	344,549	420,355	395,693	327,386	344,100	5.1
Public Safety	801,914	906,340	732,823	759,277	690,839	(9.0)
Public Works/Solid Waste	22,967,087	24,434,009	24,539,553	24,577,881	26,586,532	8.2
Public Health	68,225	76,093	41,555	73,747	71,645	(2.9)
Animal Shelter	83,203	77,057	78,568	82,323	84,600	2.8
Cultural/Recreational	984,828	947,920	382,285	1,000,533	908,854	(9.2)
Museum	331,648	360,996	224,508	331,181	306,725	(7.4)
TOTAL FEES FOR SERVICES	26,000,542	27,711,466	26,818,228	27,579,794	29,436,294	6.7
FEES AND FINES						
Licenses and Permits	2,746,529	4,178,656	4,549,985	3,496,733	4,554,942	30.3
Intergovernmental	420,809	635,291	454,218	429,760	496,038	15.4
Fines and Forfeitures	3,088,892	2,849,108	2,112,227	2,574,584	2,133,188	(17.1)
TOTAL FEES AND FINES	6,256,231	7,663,055	7,116,430	6,501,077	7,184,168	10.5
OTHER REVENUES						
Interest Earnings	710,521	1,991,407	1,819,877	807,458	1,273,900	57.8
In Lieu of Property Tax	9,788,019	10,137,926	10,544,460	11,381,562	11,228,011	(1.3)
Rental	93,018	18,441	13,769	14,709	18,441	25.4
Recoveries of Expenditures	823,603	755,512	734,338	753,549	822,426	9.1
Oil and Gas Royalties	415,899	346,525	220,902	259,894	327,775	26.1
Other	252,876	377,316	8,272,603	320,717	289,049	(9.9)
TOTAL OTHER REVENUES	12,083,936	13,627,127	21,605,949	13,537,889	13,959,602	3.1
TRANSFERS						
Transfers from Special Revenue Funds	-	-	-	-	-	-
Transfers from LP&L	1,135,647	1,155,378	1,266,838	1,742,355	1,896,328	8.8
Transfers from Water Fund	-	-	-	-	-	-
Transfers from Wastewater Fund	-	-	-	-	-	-
Transfers from Water/Wastewater Fund	2,420,049	2,620,164	2,429,407	2,524,386	2,691,625	6.6
Transfers from Solid Waste	9,987,288	-	-	-	-	-
Transfers from Airport Fund	1,795,178	1,855,620	1,999,528	2,003,289	1,983,662	(1.0)
Transfers from Risk Fund	-	-	169,300	169,300	178,400	-
Transfers from Stormwater	939,741	622,788	739,480	588,005	605,412	5.4
TOTAL TRANSFERS	16,277,903	6,253,950	6,604,553	7,027,335	7,355,427	4.7
TOTAL REVENUE SOURCES	217,554,470	220,052,119	233,390,476	232,744,345	245,173,865	5.3
Use of Excess Reserves	-	553,834	-	7,275,263	5,040,544	(30.7)
TOTAL FUNDING SOURCES	\$ 217,554,470	220,605,953	233,390,476	240,019,608	250,214,409	4.2

Funding Source Summary by Fund

	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
INTERNAL SERVICE FUNDS						
Fleet	\$ 6,221,391	6,704,664	8,024,873	8,004,921	8,412,638	5.1
Health Benefits	30,718,372	30,961,423	33,275,911	37,528,507	38,366,352	2.2
Information Technology	10,304,490	10,614,809	10,467,898	10,254,003	10,345,330	0.9
Telecommunications	1,980,848	1,761,943	2,017,722	1,509,641	1,543,403	2.2
GIS and Data Services	746,893	873,159	889,577	873,759	952,443	9.0
Radio Shop	2,360,982	2,704,360	2,609,607	2,424,288	2,578,148	6.3
Investment Pool	215,331	155,975	193,775	175,851	200,331	13.9
Print Shop/Warehouse	633,781	646,429	591,454	662,625	676,957	2.2
Risk Management	6,382,275	6,974,490	7,896,325	10,169,351	12,860,475	26.5
TOTAL INTERNAL SERVICE FUNDS	59,564,364	61,397,251	65,967,141	71,602,945	75,936,078	6.1
ENTERPRISE FUNDS						
Airport	13,149,183	15,569,408	13,688,727	19,711,727	12,301,311	(37.6)
Cemetery	584,114	654,401	813,910	742,391	802,113	8.0
Civic Centers	3,489,014	2,900,125	3,592,892	2,908,952	3,190,417	9.7
Lake Alan Henry	619,704	866,327	976,750	769,600	640,788	(16.7)
LP&L	244,726,731	219,112,934	223,756,222	317,772,356	307,682,025	(3.2)
Storm Water	29,376,579	28,637,409	28,404,280	24,302,260	26,117,110	7.5
Transit	13,738,759	13,644,999	14,152,316	14,569,932	15,181,360	4.2
Water/ Wastewater	141,617,676	137,668,866	144,661,125	145,216,819	156,583,230	7.8
TOTAL ENTERPRISE FUNDS	447,301,761	419,054,467	430,046,222	525,994,037	522,498,354	(0.7)
SPECIAL REVENUE FUNDS						
Abandoned Vehicles	1,236,686	1,078,712	1,145,162	1,266,100	1,031,100	(18.6)
Animal Assistance Program	152,072	242,682	324,185	317,779	284,000	(10.6)
Bell Farms Public Improvement District	-	30,422	70,190	132,303	192,281	45.3
Cable Services Fund	533,005	639,645	684,365	535,536	524,181	(2.1)
Central Business District TIF	1,211,212	1,168,880	1,301,994	1,771,138	1,534,680	(13.4)
Community Development	5,484,130	5,976,169	10,278,923	23,984,365	9,913,812	(58.7)
Criminal Investigation Fund	228,018	356,805	149,346	108,929	265,000	143.3
Department of Justice Asset Sharing	1,317	11,121	436	20,000	37,000	85.0
Economic Development	3,620,821	3,841,626	4,078,474	4,120,641	4,309,471	4.6
Emergency Management	61,267	-	-	-	-	-
Gateway Streets	8,685,322	8,456,436	8,356,126	8,947,226	9,413,979	5.2
Hotel Occupancy Tax	7,418,074	7,852,612	5,934,574	5,955,783	6,800,000	14.2
Lubbock Business Park TIF	584,139	653,836	3,274,695	701,177	642,760	(8.3)
Lubbock Economic Development Alliance	6,130,959	6,513,349	6,725,302	6,799,676	7,344,980	8.0
Municipal Court	238,119	221,466	208,948	228,672	224,975	(1.6)
North and East Lubbock N & I Fund	352,396	242,573	290,221	233,905	294,998	26.1
North Overton Public Improvement District	706,740	855,834	842,361	827,250	832,346	0.6
North Overton TIF	4,907,352	5,495,408	5,353,367	5,455,522	5,275,824	(3.3)
North Point Public Improvement District	156,745	243,289	262,738	243,987	263,928	8.2
Quincy Park Public Improvement District	284,593	165,965	189,183	197,760	209,913	6.1
Truancy Prevention and Diversion	36,738	133,749	117,766	110,801	89,915	(18.9)
Upland Crossing Public Improvement District	-	-	122	1,080	48,500	4,390.7
Valencia Public Improvement District	21,858	30,823	46,883	54,696	74,065	35.4
Vintage Township Public Improvement Dist.	185,067	194,173	197,691	197,650	199,900	1.1
Grants	-	1,470,420	1,439,851	1,310,401	4,723,921	260.5
TOTAL SPECIAL REVENUE FUNDS	42,236,629	45,875,994	51,272,902	63,522,376	54,531,529	(14.2)
SUBTOTAL ALL FUNDS	766,657,223	746,933,666	780,676,740	901,138,966	903,180,370	0.2
DEBT SERVICE FUND						
Debt Service Fund	64,860,459	54,061,105	64,549,421	42,554,090	43,127,363	1.3
TOTAL DEBT SERVICE FUND	64,860,459	54,061,105	64,549,421	42,554,090	43,127,363	1.3
TOTAL ALL FUNDS	\$ 831,517,683	800,994,772	845,226,161	943,693,056	946,307,732	0.3

**City of Lubbock
FY 2021-22 Summary of All Expenses**



	Actual	Actual	Actual	Budget	Budget
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
TOTAL EXPENDITURES					
Administrative Services	\$ 20,567,095	17,642,561	18,906,931	19,853,932	18,018,249
Cultural & Recreation Services	15,002,055	15,164,661	14,304,491	16,653,937	17,389,803
Development Services	5,861,759	6,182,538	6,153,058	7,038,311	7,697,282
Public Works	24,735,033	24,299,840	25,687,335	28,953,791	33,995,429
Public Safety	121,296,844	127,658,434	122,343,928	136,089,991	143,920,257
General Fund Other	24,385,686	29,657,920	26,622,239	31,429,646	29,193,389
Internal Services Funds	56,498,697	59,763,362	64,913,448	71,533,077	75,708,067
Enterprise Funds	437,746,760	407,823,488	420,542,442	520,181,198	522,495,205
Special Revenue Funds	40,333,555	42,660,927	48,450,610	61,313,029	52,155,978
Debt Service Fund	63,596,476	50,747,401	64,549,421	42,554,090	43,127,363
TOTAL ALL FUNDS	\$ 810,023,959	781,601,130	812,473,903	935,601,001	943,701,022

Total expenditures for all City of Lubbock funds are projected to increase \$8.5 million for FY 2021-22. Out of the total \$934.7 million budget, 26.5 percent is dedicated to the General Fund. The General Fund supports the majority of basic City services such as Streets, Parks, Libraries, Museums, Public Health, Code Enforcement, Animal Services, Police, and Fire. Public Safety expenditures represent 57.5 percent of the General Fund budget and 15.3 percent of the total when all funds are combined. The Enterprise Funds budget is 55.4 percent of the total for all funds with 54.2 percent of the amount appropriated for the Enterprise Funds allocated to Lubbock Power and Light.

Appropriation Summary - General Fund

	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
ADMINISTRATIVE SERVICES						
City Attorney	\$ 2,100,325	2,102,516	2,218,553	2,241,351	2,311,801	3.1
City Council	526,754	559,005	544,097	629,471	659,268	4.7
City Manager	1,303,079	1,640,482	1,731,906	1,826,543	1,819,944	(0.4)
City Secretary	1,147,707	1,104,801	1,167,558	1,854,008	1,984,630	7.0
Facilities Management	3,098,866	3,295,819	3,490,903	6,552,164	3,997,409	(39.0)
Finance	2,914,760	2,898,465	2,779,728	3,019,265	3,181,538	5.4
Human Resources	544,897	575,264	817,571	825,591	1,012,487	22.6
Internal Audit	321,411	291,957	311,245	341,453	395,703	15.9
Non Departmental	8,060,103	4,558,571	5,073,397	1,742,448	1,814,864	4.2
Communications and Marketing	549,193	615,680	771,974	821,638	840,605	2.3
TOTAL ADMINISTRATIVE SERVICES	20,567,095	17,642,561	18,906,931	19,853,932	18,018,249	(9.2)
CULTURAL & RECREATION SVCS						
Library	3,596,860	3,561,033	3,514,629	3,841,381	3,974,376	3.5
Cultural Arts	1,225,146	1,165,212	1,021,365	1,219,928	1,281,027	5.0
Parks and Recreation	10,180,049	10,438,416	9,768,497	11,592,628	12,134,400	4.7
TOTAL CULTURAL & RECREATION SVCS	15,002,055	15,164,661	14,304,491	16,653,937	17,389,803	4.4
DEVELOPMENT SERVICES						
Building Safety	2,241,985	2,367,205	2,283,835	2,537,161	2,672,199	5.3
Code Enforcement	2,061,495	2,280,825	2,281,901	2,646,945	2,936,833	11.0
Environmental Health	742,167	822,599	828,717	880,155	1,063,173	20.8
Planning	816,111	711,910	758,605	974,050	1,025,077	5.2
TOTAL DEVELOPMENT SERVICES	5,861,759	6,182,538	6,153,058	7,038,311	7,697,282	9.4
PUBLIC WORKS/SOLID WASTE						
Engineering	1,329,872	901,660	654,154	726,915	805,674	10.8
Solid Waste	15,580,975	16,030,105	17,675,673	19,427,751	23,853,673	22.8
Streets	4,100,862	3,863,505	3,922,865	4,963,695	5,306,760	6.9
Traffic	3,723,324	3,504,570	3,434,644	3,835,430	4,029,322	5.1
TOTAL PUBLIC WORKS/SOLID WASTE	24,735,033	24,299,840	25,687,335	28,953,791	33,995,429	17.4
PUBLIC SAFETY						
Animal Services	2,068,966	2,311,037	2,085,469	2,447,825	2,634,499	7.6
Fire	51,468,455	54,624,050	45,776,737	56,475,048	59,515,674	5.4
Municipal Court	1,859,530	1,866,208	1,879,738	1,900,570	1,958,215	3.0
Police	64,563,991	67,341,293	70,765,408	73,480,446	77,801,456	5.9
Public Health	1,335,902	1,515,846	1,836,576	1,786,102	2,010,413	12.6
TOTAL PUBLIC SAFETY	121,296,844	127,658,434	122,343,928	136,089,991	143,920,257	5.8
OTHER						
Transfer to Grants	46,837	25,126	2,225	-	-	-
Transfer to CIP (Pay-as-you-go)	9,120,460	12,581,062	13,440,888	15,529,618	17,107,115	10.2
Transfer to Citibus	2,647,383	2,997,383	3,258,473	1,629,237	1,629,237	-
Transfer to Cemetery	200,000	226,971	354,223	416,289	325,433	(21.8)
Transfer to Gateway	7,958,273	6,945,771	6,789,277	8,669,970	8,837,078	1.9
Transfer to North & East Lbk Nghbrhd & Infrstrtr Fund	282,811	233,905	173,960	233,905	294,998	26.1
Transfer to CBD TIF	91,498	77,968	24,851	-	-	-
Transfer to Civic Centers	-	-	-	310,025	-	(100.0)
Transfer to Fleet CIP (Vehicles)	1,378,174	4,043,880	2,459,510	4,551,851	919,978	(79.8)
Transfer to LP&L - CT (Solid Waste)	185,383	81,198	-	-	-	-
Transfer to LP&L - CIS Debt (SW)	2,899	108,387	-	-	-	-
Transfer to LP&L - Collections (SW)	-	-	-	-	-	-
Transfer to Debt Service Fund	2,420,614	2,242,810	-	-	-	-
Transfer to Economic Development Fund	-	-	62,000	62,000	79,550	28.3
Bond Sale Charges	51,354	20,709	56,832	-	-	-
SIB Loan Payment	-	72,750	-	-	-	-
Transfer to Internal Service Fund	-	-	-	26,750	-	(100.0)
TOTAL OTHER	24,385,686	29,657,920	26,622,239	31,429,646	29,193,389	(7.1)
TOTAL GENERAL FUND	\$ 211,848,472	220,605,953	214,017,982	240,019,608	250,214,409	4.2

Appropriation Summary by Fund

	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
INTERNAL SERVICE FUNDS						
Fleet	\$ 5,992,198	6,704,664	8,024,873	8,004,921	8,309,842	3.8
Health Benefits	29,968,063	30,961,423	33,275,911	37,528,507	38,366,352	2.2
Information Technology	8,516,189	10,573,756	9,930,842	10,254,003	10,345,330	0.9
Telecommunications	1,908,994	1,761,943	2,017,722	1,509,641	1,543,403	2.2
GIS and Data Services	709,014	733,416	791,423	873,758	952,443	9.0
Radio Shop	2,221,074	2,208,134	2,202,644	2,354,421	2,452,934	4.2
Investment Pool	167,108	155,975	182,256	175,851	200,331	13.9
Print Shop/Warehouse	633,781	646,429	591,454	662,625	676,957	2.2
Risk Management	6,382,275	6,017,621	7,896,325	10,169,351	12,860,475	26.5
TOTAL INTERNAL SERVICE FUNDS	56,498,697	59,763,362	64,913,448	71,533,077	75,708,067	5.8
ENTERPRISE FUNDS						
Airport	11,318,149	12,774,145	13,431,312	14,803,325	12,301,311	(16.9)
Cemetery	584,114	654,401	597,873	742,391	802,113	8.0
Civic Centers	3,489,014	2,659,931	3,592,892	2,908,952	3,190,417	9.7
Lake Alan Henry	522,860	866,327	633,377	675,732	637,639	(5.6)
LP&L	243,504,569	216,529,701	223,756,222	316,961,788	307,682,025	(2.9)
Storm Water	24,431,047	23,025,118	23,329,504	24,302,259	26,117,110	7.5
Transit	13,738,759	13,644,999	14,152,316	14,569,932	15,181,360	4.2
Water/ Wastewater	140,158,247	137,668,866	141,048,946	145,216,819	156,583,230	7.8
TOTAL ENTERPRISE FUNDS	437,746,760	407,823,488	420,542,442	520,181,198	522,495,205	0.4
SPECIAL REVENUE FUNDS						
Abandoned Vehicles	936,453	791,262	1,100,416	1,266,100	1,031,100	(18.6)
Animal Assistance Program	113,516	242,682	324,185	317,779	284,000	(10.6)
Bell Farms Public Improvement District	-	4,225	16,147	70,949	121,385	71.1
Cable Services Fund	71,653	530,856	684,365	57,033	167,033	192.9
Central Business District TIF	1,211,212	1,168,880	1,301,995	1,771,138	1,448,354	(18.2)
Community Development	5,484,130	5,976,169	10,278,923	23,984,365	9,913,812	(58.7)
Criminal Investigation Fund	228,018	356,805	149,346	96,816	265,000	173.7
Department of Justice Asset Sharing	-	11,121	-	20,000	37,000	85.0
Economic Development	3,537,864	3,821,798	3,909,135	4,120,641	4,309,471	4.6
Emergency Management	61,267	-	-	-	-	-
Gateway Streets	8,168,324	8,456,436	8,356,126	8,947,226	9,413,979	5.2
Hotel Occupancy Tax	7,418,074	7,724,793	5,922,422	5,955,783	6,800,000	14.2
Lubbock Business Park TIF	513,455	189,979	3,274,695	15,951	22,962	43.9
Lubbock Economic Development Alliance	6,130,959	6,513,349	6,725,302	6,799,676	7,344,980	8.0
Municipal Court	134,932	108,480	103,826	143,255	224,975	57.0
North and East Lubbock N & I Fund	352,396	233,215	290,221	233,905	294,998	26.1
North Overton Public Improvement District	489,538	534,548	545,976	777,210	808,284	4.0
North Overton TIF	4,907,352	3,998,581	3,486,169	4,654,628	4,133,938	(11.2)
North Point Public Improvement District	104,195	150,659	99,698	243,987	247,017	1.2
Quincy Park Public Improvement District	284,593	116,893	154,968	197,760	197,846	0.0
Truancy Prevention and Diverson	499	68,750	56,250	75,000	82,500	10.0
Upland Crossing Public Improvement District	-	-	122	1,080	9,458	775.7
Valencia Public Improvement District	3,912	4,455	32,782	54,696	74,065	35.4
Vintage Township Public Improvement Dist.	181,214	186,569	197,691	197,650	199,900	1.1
Grants	-	1,470,420	1,439,851	1,310,401	4,723,921	260.5
TOTAL SPECIAL REVENUE FUNDS	40,333,555	42,660,927	48,450,610	61,313,029	52,155,978	(14.9)
SUBTOTAL ALL FUNDS	746,427,483	730,853,729	747,924,482	893,046,911	900,573,660	0.8
DEBT SERVICE FUND						
Debt Service Fund	63,596,476	50,747,401	64,549,421	42,554,090	43,127,363	1.3
TOTAL DEBT SERVICE FUND	63,596,476	50,747,401	64,549,421	42,554,090	43,127,363	1.3
TOTAL ALL FUNDS	\$ 810,023,959	781,601,130	812,473,903	935,601,001	943,701,022	0.9

Position History - General Fund

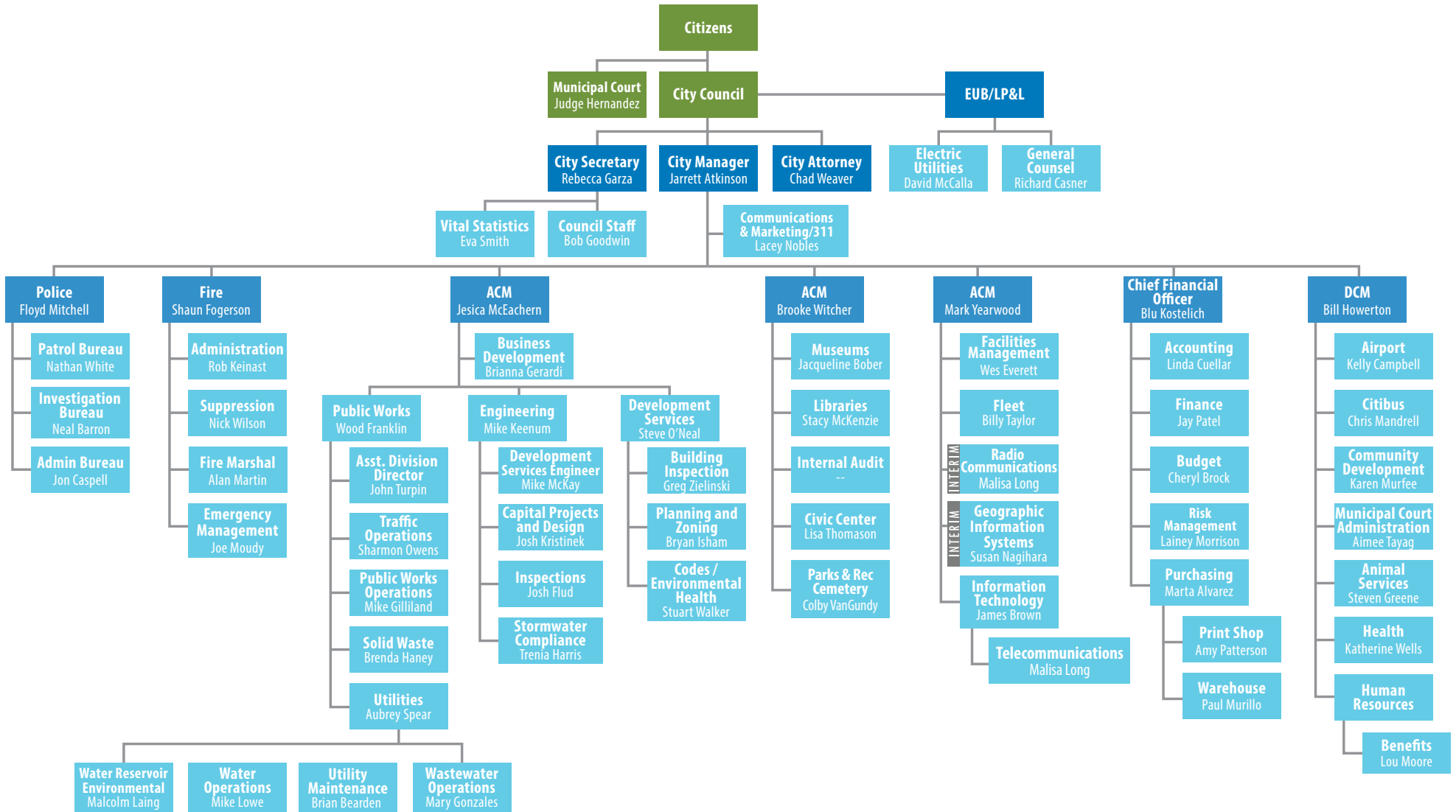
	Actual	Actual	Actual	Budget	Budget	Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
ADMINISTRATIVE SERVICES						
City Attorney	16	16	16	15	15	-
City Council	3	3	3	3	3	-
City Manager	9	9	9	9	9	-
City Secretary	9	10	10	10	10	-
Facilities Management	17	17	17	17	17	-
Finance	31	31	31	31	31	-
Human Resources	6	6	9	10	11	1
Internal Audit	3	3	3	3	3	-
Non Departmental	-	-	-	-	-	-
Public Information and Call Center	8	8	10	11	11	-
TOTAL ADMINISTRATIVE SERVICES	102	103	108	109	110	1
DEVELOPMENT SERVICES						
Building Safety	30	30	30	30	31	1
Codes	26	26	27	27	29	2
Environmental Health	9	11	11	13	14	1
Planning	7	8	10	11	11	-
TOTAL DEVELOPMENT SERVICES	72	75	78	81	85	4
CULTURAL & RECREATION SVCS						
Library	36	36	36	36	36	-
Cultural Arts	9	9	9	9	9	-
Parks	79	79	81	82	83	1
TOTAL CULTURAL & RECREATION SVCS	124	124	126	127	128	1
PUBLIC WORKS/SOLID WASTE						
Engineering	16	45	45	45	45	-
Solid Waste	94	96	96	96	99	3
Streets	50	52	52	52	48	(4)
Traffic	35	34	34	34	34	-
TOTAL PUBLIC WORKS/SOLID WASTE	195	227	227	227	226	(1)
PUBLIC SAFETY						
Animal Services	25	25	25	27	27	-
Fire	434	435	438	439	441	2
Municipal Court	19	21	21	21	21	-
Police	555	565	577	578	573	(5)
Public Health	23	24	40	50	50	-
TOTAL PUBLIC SAFETY	1,056	1,070	1,101	1,115	1,112	(3)
TOTAL GENERAL FUND	1,549	1,599	1,640	1,659	1,661	2

Position History by Fund

	Actual	Actual	Actual	Budget	Budget	Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
INTERNAL SERVICE FUNDS						
Fleet	19	20	24	24	24	-
Health Benefits	4	4	4	4	4	-
Information Technology	28	29	29	30	30	-
Telecommunications	2	2	3	3	3	-
GIS & Data Services	10	11	11	11	11	-
Radio Shop	8	8	8	8	8	-
Investment Pool	1	-	-	-	-	-
Print Shop/Warehouse	6	6	6	6	6	-
Risk Management	9	9	6	6	6	-
TOTAL INTERNAL SERVICE FUNDS	87	89	91	92	92	-
ENTERPRISE FUNDS						
Airport	49	50	50	50	50	-
Cemetery	6	6	6	6	6	-
Civic Centers	21	16	16	16	17	1
Lake Alan Henry	1	2	2	2	2	-
LP&L	324	329	335	336	346	10
Storm Water	38	33	33	33	31	(2)
Water/ Wastewater	249	219	224	224	228	4
TOTAL ENTERPRISE FUNDS	688	655	666	667	680	13
*Solid Waste was incorporated into the General Fund in FY 2017-18						
SPECIAL REVENUE FUNDS						
Abandoned Vehicles	-	-	-	-	-	-
Animal Assistance Program	-	-	-	-	-	-
Bell Farms Public Improvement District	-	-	-	-	-	-
Cable Services Fund	-	-	-	-	-	-
Central Business District TIF	-	-	-	-	-	-
Community Development	13	12	12	12	15	3
Criminal Investigation Fund	-	-	-	-	-	-
Department of Justice Asset Sharing	-	-	-	-	-	-
Economic Development	1	1	2	2	3	1
Emergency Management	2	-	-	-	-	-
Gateway Streets	-	-	-	-	-	-
Hotel Occupancy Tax	-	-	-	-	-	-
Lubbock Business Park TIF	-	-	-	-	-	-
Lubbock Economic Development Alliance, Inc.	-	-	-	-	-	-
Municipal Court	2	-	-	-	-	-
North and East Lubbock N & I Fund	-	-	-	-	-	-
North Overton Public Improvement District	-	-	-	-	-	-
North Overton TIF	-	-	-	-	-	-
North Point Public Improvement District	-	-	-	-	-	-
Quincy Park Public Improvement District	-	-	-	-	-	-
Truancy Prevention and Diversion	-	-	-	-	-	-
Upland Crossing Public Improvement District	-	-	-	-	-	-
Valencia Public Improvement District	-	-	-	-	-	-
Vintage Township Public Improvement District	-	-	-	-	-	-
TOTAL SPECIAL REVENUE FUNDS	18	13	14	14	18	4
DEBT SERVICE FUND						
Debt Service Fund	-	-	-	-	-	-
TOTAL DEBT SERVICE FUND	-	-	-	-	-	-
COMPONENT UNITS						
Civic Lubbock	-	5	6	6	6	-
TOTAL COMPONENT UNITS	-	5	6	6	6	-
TOTAL ALL FUNDS	2,342	2,361	2,417	2,438	2,457	19



Organizational Chart



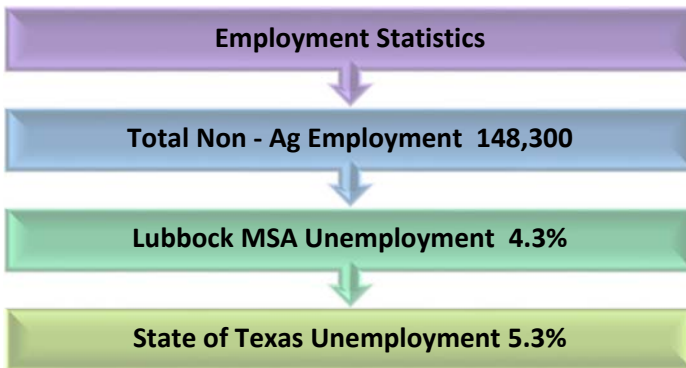
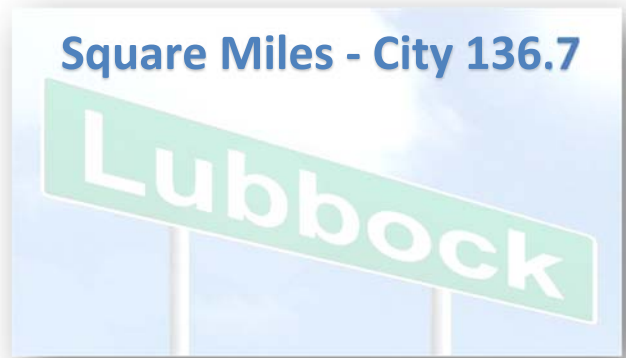
Economic and Demographic Statistics

About the City

The City is a political subdivision and municipal corporation of the State of Texas, organized and existing under the laws of the State, including the City’s Home Rule Charter. The City was incorporated in 1909, and first adopted its Home Rule Charter in 1917.

The City operates under a Council/Manager form of government with a City Council comprised of the Mayor and six council members. The Mayor is elected at-large for a two-year term ending in an even-numbered year. Each of the six members of the City Council is elected from a single-member district for a four-year term of office. The terms of three members of the City Council expire in each even-numbered year. The City Manager is the chief administrative officer for the City.

Some of the services that the City provides include: public safety (police and fire protection), highways and streets, electric, water and sanitary sewer utilities, airport, sanitation and solid waste disposal, health and social services, culture-recreation, public transportation, public improvements, planning and zoning, and general administrative services.



Community Profile

Lubbock is the heart of West Texas and the economic center of a 25-county region that is home to more than 500,000 people. Lubbock boasts a strong, diverse economy that is grounded in agriculture, manufacturing, and wholesale and retail trade, as well as government, education, and health care.

City of Lubbock

2021 Population Estimate	• 265,531
Median Age	• 31.7
Median Household Income	• \$52,780
Per Capita Income	• \$27,645

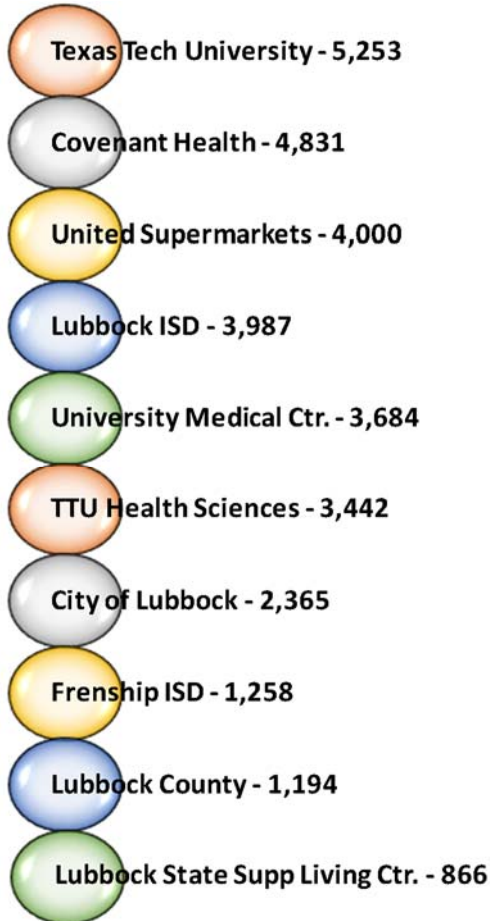
Lubbock MSA

2021 Population Estimate	• 332,513
Median Age	• 32.9
Median Household Income	• \$54,125
Per Capita Income	• \$28,104

Economic and Demographic Statistics

Top Ten Employers

(with # of employees) *



Top Ten Taxpayers -

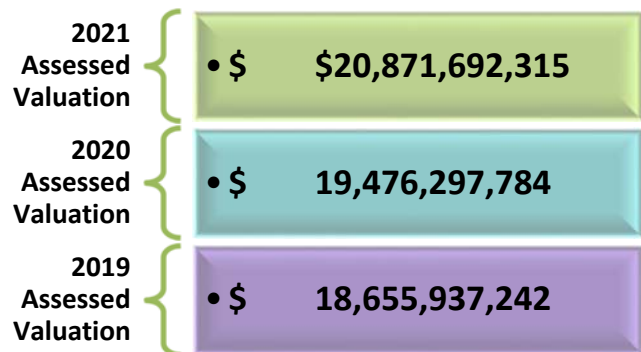
2021 Assessed Valuation



*Employment numbers surveyed July to August 2021 (includes full time and part time employees).

Sources:

- (1) City of Lubbock
- (2) Lubbock Central Appraisal District
- (3) Texas Workforce Commission, MSA Employment and Unemployment Data, August 2020.
- (4) United States Census Bureau
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Budget Process

The preparation and administration of the budget is one of the most important activities in any municipal operation. The budget process includes various elements that determine the needs of the community and City departments.

Budgetary and Accounting Basis

The City's budget is prepared on a cash basis of accounting for all fund types, which means certain transactions are recognized in the budget on a basis other than Generally Accepted Accounting Principles (GAAP), which is the basis used to prepare the City's Comprehensive Annual Financial Report (CAFR). The major differences between the budgetary and GAAP bases include:

- Certain revenues, expenditures, and transfers are not included on the budget basis, but are accrued and reported on the GAAP basis. For example, increases or decreases in compensated absences are not reported for budget basis purposes, but are presented as revenues or expenditures on a GAAP basis.
- Indirect cost allocation charges to the Enterprise Funds are accounted for as transfers in or out on the budgetary basis, but are recorded as revenues or expenses on a GAAP basis.
- Capital outlays in the Enterprise Funds are presented as expenses for budget basis, but are recorded as assets along with associated depreciation expenses on a GAAP basis.
- Debt service principal payments in the Enterprise Funds are accounted for as expenses for budget purposes, but are reported as reductions of long-term debt liability on a GAAP basis.
- Certain debt service principal and interest payments are accounted for as expenses in the General Fund for budget basis purposes, but are reported as expenses in the Debt Service Fund on a GAAP basis.
- For budget purposes the Risk Fund presents claim expenditures on a cash basis, while on a GAAP basis the claim expenditures reflect an accrual for incurred but not reported (IBNR) claims.
- All actual amounts in the budget document are shown on the budgetary basis to facilitate meaningful comparisons. Budgeted funds include the General, Special Revenue, Debt Service, Enterprise, Internal Service, and Capital Program.

Performance Benchmarks

Performance benchmarks and activity measures are developed as part of the budget process that measure and track actual performance to budget benchmarks. When performance measures are developed, resources necessary to achieve the performance are estimated and submitted to City Management staff for review and modification.

Budget Control

Annually, the City Manager submits to the City Council a proposed operating budget for the upcoming fiscal year. A Public hearing is conducted to obtain taxpayer comments, and the budget is legally enacted through passage of an ordinance by the City Council.

Budget controls are designed to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City Council. The level of budgetary control is established by fund. A budget supplement, approved by the City Council is required if actual expenditures will exceed the total budget.

Budgetary control is maintained per department and by the following categories of expenditures: compensation, benefits, supplies, maintenance, professional services/training, other charges, scheduled charges, and capital outlay. All budget supplements at the fund level must be approved by the City Council. Administrative transfers and increases or decreases in accounts may be made by management as long as expenditures do not exceed budgeted appropriation at the fund level. Appropriation for budgeted funds lapses at year-end except for grants and capital projects.

Each year, in accordance with State law, the City Council sets an ad valorem tax levy for a sinking fund (General Obligation Debt Service) which, with cash and investments in the fund, is sufficient to pay all the bonded indebtedness and interest due in the following fiscal year.

Budget Process

Revenue Forecasting

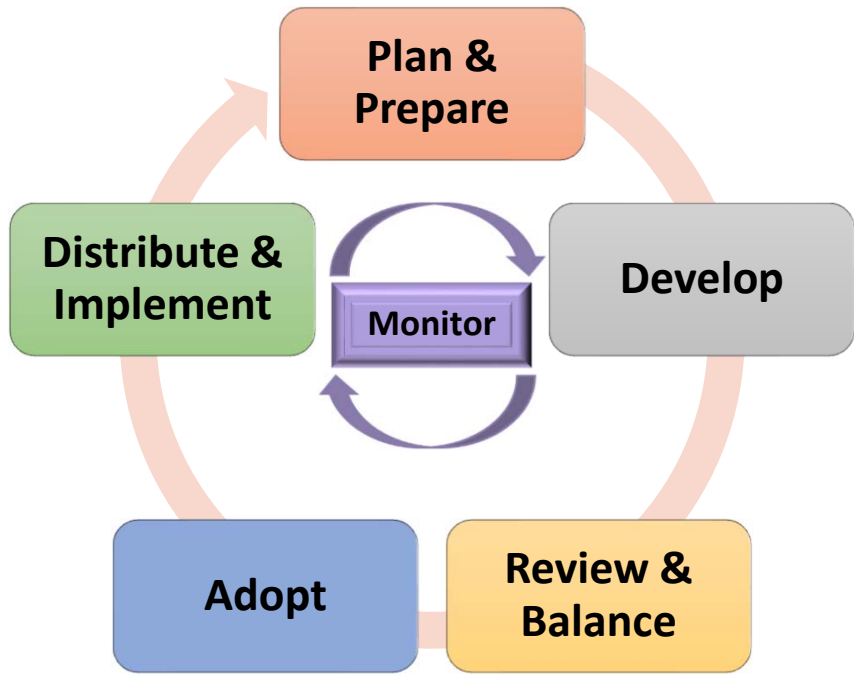
The City of Lubbock uses both qualitative and quantitative methods for forecasting revenues, blending various techniques to develop conservative and prudent revenue projections. Qualitative revenue forecasting methods used by staff to develop multi-year financial plans include consensus, judgmental, and expert forecasting, while trend analysis is used as a quantitative technique. This balanced approach to revenue forecasting is strongly encouraged by the Government Finance Officers Association (GFOA), since research shows that forecasting accuracy is improved by combining qualitative and quantitative techniques. According to the GFOA, each method by itself has inherent weaknesses: qualitative methods can be too subjective at times and may be subject to overly optimistic thinking and selective perception on behalf of the forecaster; quantitative methods may fail to consider changing conditions inside and outside a jurisdiction and also tend to discount important historical events. By combining qualitative and quantitative methods, forecasters integrate judgmental assumptions within the forecasting framework to produce more realistic revenue projections.

To enhance the revenue forecasting process and gain the broader input into the planning process, Financial Planning and Analysis staff works collaboratively with City departments throughout the year to prepare the revenue estimates. This multi-disciplinary approach and continual reassessment creates a synergy between the finance staff and the departments, which reduces the likelihood of disconnects in formulating the revenue estimates. The departments' participation in the revenue estimates also increases their ownership and accountability for achieving the proposed plan.

Budget Updates

During the fiscal year, the City Manager evaluates the budget and makes revisions in response to changes in the local economy and unanticipated, unfunded expenditure demands. Changes made to the current year budget (known as the Amended Budget) are legally adopted as part of a budget ordinance.

Budget Calendar



January/February

- Timetable established for budget process
- Budget Kickoff meetings held with Directors to discuss City Council Goals/upcoming budget year

March/April

- Departments develop their budget proposals (funding, performance metrics, revenue projections), capital project requests, and operating budget requests

May/June/July

- Financial Planning & Analysis (FP&A) reviews department's budget proposals, capital project requests and operating budget requests
- Coordinates changes with departments based on trend analysis and upcoming factors
- All items submitted to City Manager for review and consideration

August/September

- City Manager presents recommended budget to City Council in public worksession and files it with City Secretary
- Public hearing is held on the budget and tax rate

October/November/December

- FP&A files approved budget with City Secretary, County Clerk, distributes copies to all city departments and posts to website for all citizens to view
- City Council goals are established

January - December

- Each department monitors their spending, performance metrics and adjusts spending based economic impacts to the city
- City Manager evaluates the budget and makes revisions in the form of budget amendments in response to changes in city operations
- FP&A tracks and reviews spend rates and outliers to prevent overspending and in preparation for the next budget cycle.

Basis of Accounting

The financial transactions of the City are recorded in individual funds. Each fund is accounted for by providing a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance or net assets, revenues, and expenditures. The following fund types are used by the City.

Governmental Funds

Governmental funds are used to account for activities supported through taxes, intergovernmental revenues, and other specific revenues. These funds are appropriated annually and appropriations lapse at year-end, with the exception of Grants Special Revenue Funds.

General Fund - Fund used to account for all financial resources except those required to be accounted for in another fund. This fund includes most of the basic operating services such as fire and police protection, health services, parks and recreation, libraries, street maintenance, solid waste, and general administration. Proceeds from capital leases for purchases of governmental machinery and equipment, and the related debt service are also accounted for in the General Fund.

Debt Service Fund - Fund established to account for the accumulation of resources for the payment of principal and interest on long term bonded debt. This fund is also referred to as the Interest and Sinking Fund.

Special Revenue Funds – Funds used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes. These funds include: Abandoned Motor Vehicles, Animal Assistance, Bell Farms Public Improvement District, Cable Service, Central Business District Tax Increment Financing Reinvestment Zone, Community Development, Criminal Investigations, Department of Justice Asset Sharing, Economic Development, Gateway Streets, Hotel Occupancy Tax, Lubbock Business Park Tax Increment Financing Reinvestment Zone, Lubbock Economic Development Alliance, Municipal Court, North and East Lubbock Neighborhood and Infrastructure Fund, North Overton Public Improvement District, North Overton Tax Increment Financing Reinvestment Zone, North Point Public Improvement District, Quincy Park Public Improvement District, Truancy Prevention and Diversion Fund, Upland Crossing Public Improvement District, Valencia Public Improvement District, and Vintage Township Public Improvement District.

Grant Special Revenue Funds - Contributions of assets from another government or entity to be used or expended for a specified purpose, activity, or facility. Unlike other governmental funds where appropriations lapse at year-end, these funds lapse when the period of availability specified in the grants lapse. These funds include Community Development, Health Department, Department of Justice Asset Sharing, and Emergency Management. Many other grants are budgeted through a supplement budget ordinance when the grants are awarded.

Proprietary Funds

Proprietary funds focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. These funds are appropriated annually, with the main focus on whether revenues are covering outflows.

Enterprise Funds - Funds in which the services provided are financed and operated similarly to those of a private business. The rates for these services are established to insure that revenues are adequate to meet all necessary expenditures. Enterprise Funds are established for Water/Wastewater, Storm Water, Airport, Transit, Cemetery, Civic Centers, Lake Alan Henry, and Lubbock Power and Light.

Internal Service Funds - Funds used to account for the financing of goods or services provided by one department to another on a cost reimbursement basis. Funds include Fleet Maintenance, Print Shop/Warehouse, Risk Management, Health Benefits, Information Technology, and Investment Pool.

Basis of Accounting

Capital Program

The Capital Program is a planning and budgeting tool that identifies the necessary capital projects for the City over a five year period. Projects typically cost over \$25,000 and frequently are used for infrastructure and building expansions, additions, or improvements. Most capital projects have a life expectancy of five or more years, but occasionally studies that could potentially lead to a capital project or a large environmental cleanup will be included in the capital program. Capital projects are budgeted on a multi-year basis and lapse when the project is completed.

Funding is provided through cash transfers from other funds, donations, General Obligation Bonds, Certificates of Obligation, and other special funding sources.

Governmental capital projects are attached to governmental activities, while proprietary capital projects become assets and expenses of the related proprietary fund.

Governmental Capital Projects - Provides for capital improvements including the construction, expansion, and renovation of City facilities; development of new parks and facilities and replacement or renovation of existing park facilities (swimming pools, recreational facilities, drainage systems, lighting systems, irrigation systems, and playground equipment); construction of new streets and widening or reconstruction of existing streets or intersections; and the traffic signal system, including replacement or rehabilitation of traffic control lights or related equipment and installation of new traffic control systems at intersections and school zones.

Tax Increment Finance (TIF) Project Funds –Governmental capital project funds that accounts for the financing and expenditures related to the Central Business, Lubbock Business Park and North Overton Districts.

Gateway Streets Project Fund – A governmental capital project fund that accounts for the financing and expenditures related to major street improvements.

Water Capital Projects Fund - Provides for capital improvements to the water treatment, storage, and distribution systems. Projects related to the acquisition of water rights, or development of the City's water supply, are also included in this fund.

Wastewater Capital Projects Fund - Provides for expansions, additions, or improvements to the wastewater collection, treatment, and disposal systems. Capital purchases for improvements to the land application site are also included in this fund.

Storm Water Capital Projects Fund - Provides for capital improvements to the storm drainage system. Projects focus on drainage and flood control.

Airport Capital Projects Fund - Provides for capital improvements to airport buildings, facilities and purchases of major capital items with the Lubbock Preston Smith International Airport. In addition to bond and other fund financing, projects are funded through Federal Aviation Administration grants and passenger facility charges.

Cemetery Capital Projects Fund – Provides for capital improvements to the cemetery and mausoleum facilities.

Civic Centers Capital Projects Fund – Provides for capital improvements to the Amphitheater and Civic Center.

Internal Service Capital Projects Fund - Provides for capital improvements to City facilities and major capital equipment, which are part of Internal Service operations. Projects include construction, expansion, and renovation to buildings and facilities and acquisition of major capital items. Improvements to the City's computer network are also included.

Summary of Major Funds

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The various funds are classified into three categories as follows: Governmental, Proprietary, and Trust and Agency. Each category is composed of its associated fund types.

Governmental funds are accounted for using the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when they become measurable and available as net current assets – meaning collectible with the current period or to be collected within 60 days after year end and to be used to pay liabilities of the current period. Expenditures are generally recognized when the related fund liability is incurred. Proprietary funds are accounted for using the accrual basis of accounting. Under the accrual basis revenues are recognized in the accounting period in which they are earned and become measurable. Expenses are recorded in the accounting period incurred, if measurable.

Governmental Funds

- General Fund is the general operating fund of the City used to account for all financial resources except those required to be accounted for in another fund.
- General Obligation Debt Service Funds are used to account for the accumulation of resources for, and the payment of, general long-term debt principal, interest, and related costs. General obligation bonds pledge the full faith and credit of the City for payment.
- Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than expendable trusts, or major capital projects) that are legally restricted to expenditures for specified purposes.

Proprietary Funds

- Enterprise Funds are governmental accounting funds in which the services provided are financed and operated similarly to those of a private business. The rates for these services are established to ensure that revenues are adequate to meet all necessary expenditures. Enterprise funds in Lubbock are established for services including water, wastewater, electricity, storm water as well as others such as transportation and entertainment.
- Internal Service Funds are used to account for the financing of services provided by one department or agency to other departments or agencies of the City, or other governments, on a cost-reimbursement basis. Examples include Fleet and Information Technology.

Trust and Agency Funds

- Community Development Fund is used to account for assets held by the City of Lubbock as an agent for the receipt and disbursement of Community Development Block Grant funds.
- Each of these fund types may also have the following types of restricted funds:
 - Capital Projects – provide for capital improvements to City facilities and equipment, including construction, expansion, renovation and acquisition of major capital items.
 - Payment to Debt Service – provide for the payment of long-term debt principal, interest and related cost.
 - Facilities and System Improvements – provide for the maintenance, repair, and replacement of City buildings, facilities, and major capital equipment and improvements to the city's infrastructure, including the extensions, upgrades, renovations or replacement of infrastructure systems.

City operations and program expenditures are budgeted at the cost center level, which is consistent with management needs and displayed in the Fund Expenditure Summaries. City of Lubbock accounts are organized by fund in order to accurately monitor and record all financial transactions for specific activities or government functions.

- General Fund includes general government, public safety, streets, solid waste, planning, zoning, health, building inspection, and culture and leisure services. These services are financed by broad-based taxes (property tax and sales tax), charges for services, fines and transfers from other funds.

Summary of Major Funds

- The North Overton Tax Increment Finance Fund is property tax being collected on the improvements made in the North Overton TIF District.
- The Central Business District Tax Increment Finance Fund is property tax being collected on the improvements made in the Central Business TIF District.
- The Lubbock Business Park Tax Increment Finance Fund is property tax being collected on the improvements made in the Lubbock Business Park TIF District.
- The North Point PID is to maintain the North Point area. The North Overton PID was designated to enhance and maintain landscaping and public improvements. The Quincy Park PID is to construct and maintain the park and common areas. The Vintage Township PID was designated for the construction of public infrastructure and amenities. The Valencia PID is to maintain the landscaping in the common areas. The Bell Farms PID was designated to maintain parks and common areas. The Upland Crossing PID was designated to construct and maintain parks, signage, playgrounds and walkways. All of these PIDs are funded by a small assessment based on the value of each property within the PID.
- Eight Enterprise Funds account for services that are self-supporting and operate much like private businesses – LP&L, Water/Wastewater, Lake Alan Henry, Airport, Storm Water, Transit, Civic Center, and Cemetery funds.
- Capital project funds provide for capital improvements to City facilities and equipment, including construction, expansion, renovation and acquisition of major capital items.
- Economic Development Fund receives a \$0.021707 property tax allocation for economic development. The revenue is made available to Market Lubbock, Inc. for business retention and recruitment programs and also supports economic development functions for the City.
- Lubbock Economic Development Alliance (LEDA) receives 1/8th cent sales tax for economic development. All revenue is made available to LEDA.
- The Gateway Streets Fund is receiving a percentage of franchise fee agreements along with portion of telecommunications line-charges. The funds are dedicated for the development of streets throughout the City.
- Other funds include the Internal Services Funds, which account for the activities of departments that provide services to other departments and governmental agencies on a cost reimbursement basis. The Debt Service Fund, which provides for the payment of long-term debt; the Health Benefits Fund, which accounts for the City's health insurance, the Risk Management Fund which accounts for workers compensation and liability costs; and the Hotel Occupancy Tax Fund, which provides Municipal Hotel Occupancy tax to approved distributions.

Major and Nonmajor Funds Matrix

	Major Fund	Nonmajor Fund	Enterprise Funds		Special Revenue (Nonmajor) Fund
			Major	Nonmajor	
Abandoned Vehicles					X
Animal Assistance					X
Airport				X	
Bell Farms PID					X
Cable Services Fund					X
Cemetery				X	
Central Business District TIF					X
Civic Centers				X	
Community Development					X
Criminal Investigations					X
Debt Service Fund		X			
Department of Justice Asset Sharing					X
Economic Development					X
Fleet Services		X			
Gateway Streets					X
General Fund	X				
General Fund Capital Program	X				
Health Benefits		X			
Hotel Occupancy Tax					X
Information Technology		X			
Investment Pool		X			
Lake Alan Henry				X	
Lubbock Business Park TIF					X
Lubbock Economic Development Alliance					X
Lubbock Power and Light			X		
Municipal Court					X
North East Lubbock Neighborhood					X
North Overton PID					X
North Overton TIF					X
North Point PID					X
Print Shop		X			
Quincy Park PID					X
Radio Shop		X			
Risk Management		X			
Storm Water			X		
Transit				X	
Truancy Prevention & Diversion					X
Upland Crossing PID					X
Valencia PID					X
Vintage Township PID					X
Warehouse		X			
Water/Wastewater			X		

Cost of Public Notices Required by Law to be Published in Newspapers - S.B. No. 622

Fund	Cost Center Name	FY 2019-20	FY 2020-21	FY 2021-22
		Actual	Budget	Budget
General	Animal Services	213	-	-
General	City Secretary	31,500	28,000	28,000
General	Code Enforcement	10,828	8,000	12,000
General	Engineering CIP and Design	515	-	450
General	Engineering Development Services	-	-	200
General	Facilities Management	513	-	-
General	Financial Planning & Analysis	4,374	6,500	5,000
General	Park Maintenance	147	-	-
General	Planning	31,120	30,000	32,500
General	Police Patrol	216	-	-
General	Public Works Streets	299	250	250
General	Purchasing	525	600	300
General	Solid Waste Disposal	-	840	840
Airport	Aviation Field Maintenance	643	400	400
Airport	Aviation Maintenance	382	-	-
Civic Center	Civic Center	159	950	950
Electric	LP&L Operating Fund	-	-	217
Electric	Electric Administration	182	-	121
Electric	Cooke Station	285	-	4,091
Electric	Brandon Station	66	-	3,161
Electric	Massengale Station	66	-	1,833
Electric	Distribution Supervision & Engineering	161	-	286
Electric	Distribution Underground	32	-	137
Electric	Distribution Overhead	32	-	110
Electric	Distribution Customer Service	32	-	20
Electric	Distribution Substation	32	-	20
Electric	Distribution Street Lights	32	-	46
Electric	Field Services	32	-	20
Electric	Transmission Overhead Lines	-	-	26
Storm Water	Storm Water Utility	375	-	-
Transit	Citibus	161	500	500
Water/Waste Water	Northwest Water Reclamation Plant	2,674	200	200
Water/Waste Water	Wastewater Sampling & Monitoring	150	-	-
Water/Waste Water	Wastewater Treatment	2,674	500	500
Internal Service	Fleet Services	3,243	2,500	2,000
Internal Service	Health Administration	196	250	-
Internal Service	Investment Pool	4,217	-	-
Special Revenue	Bell Farms PID	611	700	700
Special Revenue	Community Development - Field Services	600	-	-
Special Revenue	North Overton PID	552	800	800
Special Revenue	North Point PID	553	700	700
Special Revenue	Quincy Park PID	586	700	700
Special Revenue	Upland Crossing PID	-	700	700
Special Revenue	Valencia PID	753	700	700
Capital Projects		15,000	15,000	15,000
Total		114,732	98,790	113,480

Cost of Lobbying - S.B. No. 29

Electric	Administration	66,000	66,000	66,000
General Fund	Non-Departmental	144,131	150,000	150,000
Total		210,131	216,000	216,000

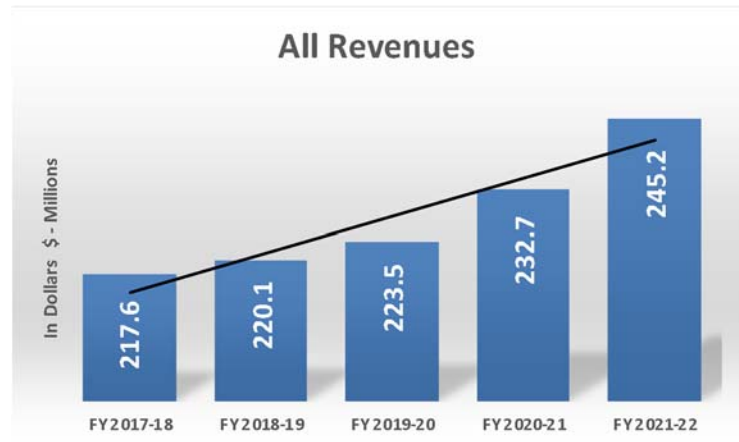


General Fund Revenue Analysis

The General Fund Revenue Analysis provides an overview of major revenue categories. A funding source summary is also provided which shows a four-year history of each General Fund revenue account.

Fiscal Year (FY) 2021-22 revenues are estimated using historic growth rates, rolling averages, and other statistical methods. In some cases, the revenue is analyzed based on agreements or other external factors having a significant impact in the upcoming year.

For FY 2021-22, the estimated revenues for the General Fund total \$245.2 million, an increase of \$12.4 million, or 5.3 percent, from the adopted FY 2020-21 Operating Budget. There is a projected use of excess reserves of \$5.0 million that is not incorporated in to this analysis. The increase in revenue comes mainly from an increase in the property tax revenue associated with an increase in the property tax valuation. The property tax rate is projected to go down to \$0.523230 from \$0.541573 in the prior year with the General Fund portion going from \$0.398672 down to \$0.381257. Increased growth rate in sales tax projection is another key factor to the increase in revenue for FY 2021-22. Franchise fee revenue is also projected to increase by 7.8 percent over FY 2020-21.



The City's fees are reviewed periodically based on factors such as the impact of inflation, adequacy of cost recovery, use of service, and competitiveness of current rates.

Fee Changes

Fee changes in the General Fund this year are fees associated with Animal Services, Building Safety, Codes, Environmental Health, City Secretary and Planning. There are also adjustments to rates in Solid Waste operations to include changes to residential and commercial collections as well as disposal tipping fees at the landfill. All changes to General Fund fees are detailed following the General Fund Line Item Funding Source Summary.

Permit rates for Animal Services specifically associated with the intake of stray and surrendered animals increased based on a preliminary review of historical changes showing rates not having been changed in over ten plus years. Additionally, the quarantine processing fee and rabies vaccine permits will be increasing due to the same findings from the review. Building Safety is streamlining a couple of fees related to the investigative inspection fee as well as the contractor registration permit while City Secretary's Office has increased some public right of way permits. Vital statistics introduced a new item for certificates while Codes has increased several fees in their area including mowing administration and weed mowing, demolition cleanup service and weed liens. Café permits and grease hauler permits have increased for Environmental Health while Planning has made changes to the Zoning change fee as well as to the platting fees. Solid Waste has increased the collection rates, which have not increased since FY 2018-19, and disposal rates.

Parks and Recreation is streamlining some of the fees in Indoor and Outdoor Recreation in an effort to consolidate and minimize the number of different fees for the same type of service or reservations. This Parks Fee Structure Adjustment schedule is found behind the Summary of General Fund Fee Changes.

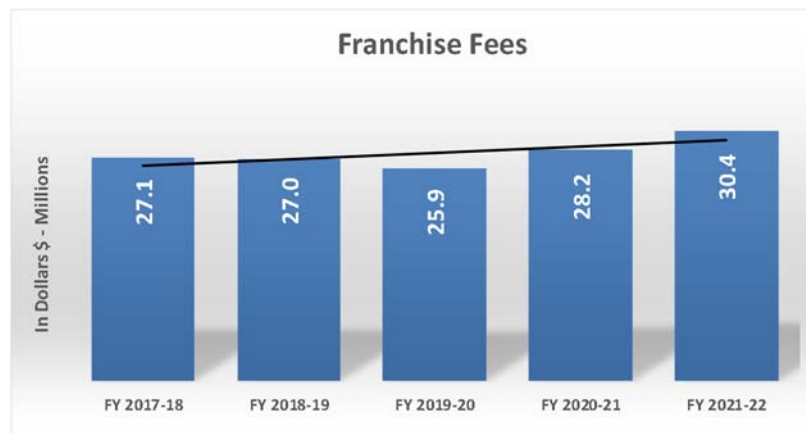
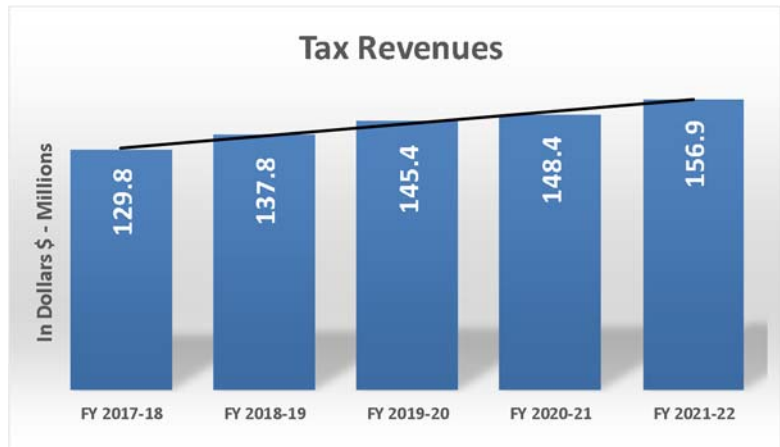
Taxes

Tax revenues make up 64.0 percent of General Fund revenues. Tax revenues are expected to increase 8.5 million, or 5.7 percent, from the FY 2020-21 budget amount.

General Fund Revenue Analysis

Sales tax revenues for FY 2021-22 are expected to increase 8.1 percent compared to FY 2020-21 Budget. FY 2020-21 sales tax revenues are budgeted to grow by 1.1 percent compared to the prior year, but the current forecast for FY 2020-21 sales tax is an increase of 9.7 percent over the prior year. The projection is based on current trends as well as current and projected local economic factors.

Property tax revenues for maintenance and operations, including delinquent and penalty and interest revenues, are expected to increase \$2.3 million, or 3.2 percent, for FY 2021-22. This budget includes a tax rate decrease to \$0.523230 from \$0.541573 per \$100 valuation. The tax rate for operations and maintenance is decreasing from \$0.398672 to \$0.381257 or by \$0.017415. The tax rate for debt service is decreasing from \$0.120433 to \$0.120266, or \$0.000167 in FY 2021-22. Similarly, the rate for Economic Development is decreasing from \$0.022468 to \$0.021707 or \$0.000761. This is based on \$20.9 billion net taxable value.



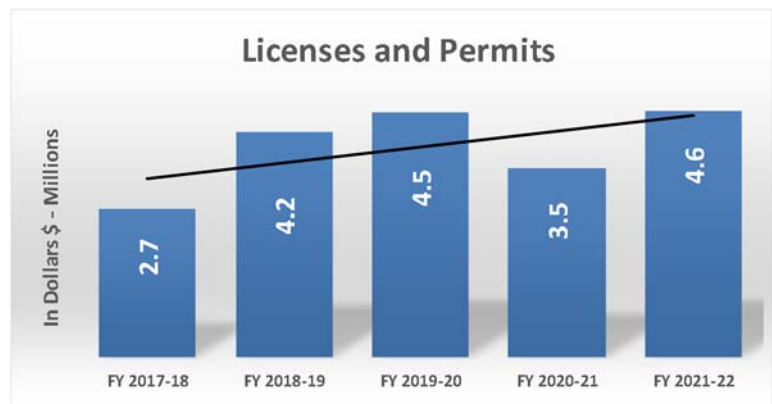
Franchise Fees

Franchise fees make up 12.4 percent of total General Fund revenues. Franchise fees include City utility franchise fees that were shown as Transfers in prior year budgets but were moved in FY 2019-20. For FY 2021-22, franchise fees are projected to increase by \$610.8 thousand, or 2.1 percent.

Licenses and Permits

Licenses and permits revenue make up 1.9 percent of General Fund revenues. This category is expected to increase \$1.1 million, or 30.3 percent, in FY 2021-22 from the FY 2020-21 budget amount.

All revenues in this category are projected based on historical trends with adjustments to the forecast based on current economic conditions. The average annual growth rate for the last five years, including the FY 2020-21 budget and proposed FY 2021-22 figures, is 17.0 percent.



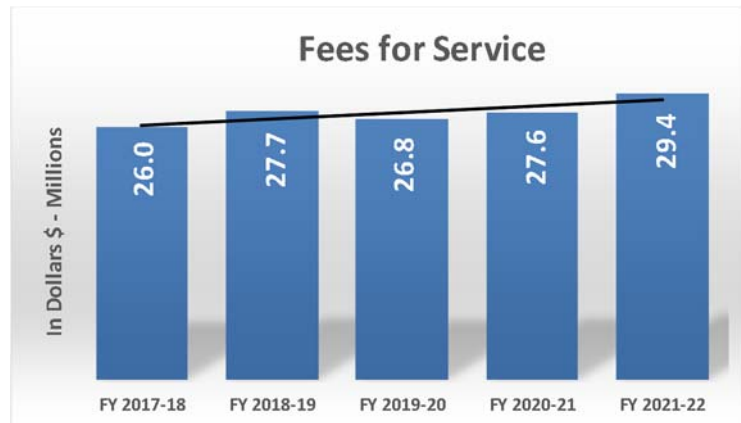
The largest revenues in this category continue to be construction-related permits. Current and projected future economic trends and historical trends are used to project revenue amounts from this area. FY 2020-21 revenue

General Fund Revenue Analysis

for construction-related permits are budgeted to come in 19.7 percent below the prior year, which is a decrease of \$602 thousand when compared to FY 2019-20 actuals. Conversely, FY 2021-22 revenue projections from this same area have been forecast to increase \$907.9 thousand, or 36.9 percent, when compared to the FY 2020-21 budget of \$2.5 million. Some increases to Licenses and Permits include increases to Public Right of Way permits, Contractor Registration permits and Building permits.

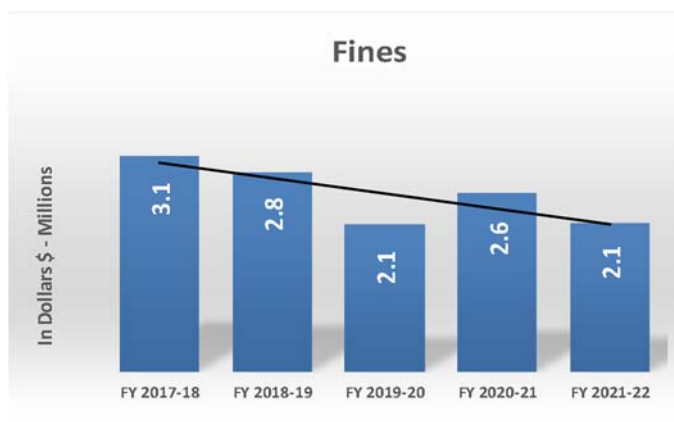
Fees for Service

Fees for service represent 12.0 percent of total General Fund revenues. Fees for service offset a portion of the costs of the service being provided. This category is expected to increase by \$1.9 million from the FY 2020-21 budget amount. The largest revenues in this category are associated with Solid Waste. Revenue associated with Solid Waste Collections is projected at \$19.3 million while Solid Waste Disposal is projected at \$7.1 million. An increase of 14.6 percent over FY 2020-21 is projected for landfill disposal with an increase of 5.8 percent projected for collections.



Other major sources of income from this category include birth and death certificate fees, citation dismissal fees, cost of court fees, and park recreation/museum fees. Forecasts are based on historical trends and expected activity for the future. Others, due to no clear trends historically, are forecasted based on current and expected activity using the knowledge of future events/activities of the department that collects the revenue.

For FY 2021-22 significant changes to fees for services include a \$55.9 thousand decrease in citation dismissal fees at Municipal Court. This decrease is due to a decrease in the number of citations. The majority of the decrease for Cultural/Recreational is associated with the loss of revenue in parks and recreation mainly due to the elimination of social activities occurring during the pandemic. It was projected that activities would resume in FY 2020-21 and continue to grow in to FY 2021-22, however the pandemic continues to stop people from taking part in many parks events and classes. Museums, unfortunately also experienced a significant loss of revenue in FY 2019-20 and FY 2020-21 due to the closure of museums during the pandemic and reduced visitors upon reopening. The revenue for FY 2021-22 assumes this trend to potentially continue through the next fiscal year.



Fines

Fines make up 0.9 percent of General Fund revenues. This category is expected to decrease \$441.4 thousand, or 17.1 percent, from the FY 2020-21 budget amount.

Court fines generate the majority of the revenue in this category and are projected to decrease in FY 2021-22 by 16.9 percent or \$424.7 thousand when compared to the FY 2020-21 budget amount. The loss of this revenue is mainly associated with

municipal court while library fines make up a smaller portion of this category and are expected to decrease by \$16.7 thousand for FY 2021-22. These revenues are forecasted based on historical trends and current activity.

General Fund Revenue Analysis

Interest Earnings

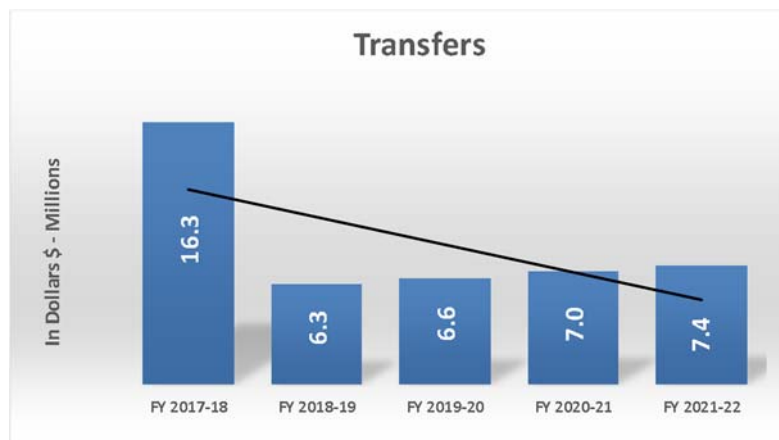
Interest earnings are budgeted at \$1.3 million for FY 2021-22. This is a 57.8 percent increase compared to the FY 2020-21 budget associated with current interest rates. Interest Earnings are monitored in a separate fund and are projected to exceed the costs of administering the Investment Pool, which includes compensation, bank fees, arbitrage compliance services, bond issuance costs, rating agency fees, and bond counsel fees.

Other General Fund Revenues

Other revenues, including Recoveries of Expenditures and Intergovernmental Revenue, make up 4.8 percent of total General Fund revenues. Overall, recoveries of expenditures will increase by \$68.9 thousand. As a reminder, In Lieu of Property Tax was reclassified to this section in FY 2019-20 and subsequently now totals \$11.2 million. Other revenues in this category also include oil and gas royalties, which is expected to increase by \$67.9 thousand for FY 2021-22.

Transfers

Transfers to the General Fund represent 3.0 percent of total General Fund revenue. Transfers from enterprise funds now include payments for indirect and maintenance costs. Transfers increased \$328.1 thousand, or 4.7 percent, for FY 2021-22 over the FY 2020-21 budgeted amount. There are increases in indirect costs from the LP&L, Storm Water and Water/Wastewater Funds, which are calculated annually using cost allocation software. The transfer from the Airport Fund for fire rescue operations located at the airport remained relatively the same as prior year. The transfer from the Risk Fund increased \$9.1K and is to cover operational expenditures associated with Organizational Development managed by the Human Resources department.



The transfer from the Risk Fund increased \$9.1K and is to cover operational expenditures associated with Organizational Development managed by the Human Resources department.

Transfers showed a substantial decrease in FY 2018-19 due to the close out and movement of the Solid Waste Fund to the General Fund in the prior year.

General Fund Line Item Funding Source Summary

	Account	Actual	Actual	Actual	Budget	Budget	% Change from
TAXES	Number	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	Budget
Operation and Maintenance Property Taxes	6002	\$ 60,226,061	63,597,746	69,119,990	71,297,353	73,560,749	3.2
Delinquent Property Taxes	6003	103,695	354,299	313,059	268,785	299,275	11.3
Penalty and Interest - Delinquent Property Taxes	6050	395,476	476,086	505,768	393,965	427,836	8.6
Sales Tax	6101	67,440,546	71,646,844	73,978,320	74,796,435	80,864,363	8.1
Mixed Beverage Tax	6115	1,431,793	1,494,476	1,200,459	1,400,000	1,463,100	4.5
Bingo Tax	6116	231,039	248,800	270,578	200,000	270,578	35.3
TOTAL TAXES		129,828,610	137,818,250	145,388,175	148,356,538	156,885,901	5.7
FRANCHISE FEES/RIGHT OF WAY							
Suddenlink Cable Franchise	6102	1,882,925	1,915,170	1,799,911	1,489,797	1,722,891	15.6
Xcel Power Franchise	6103	11,917	243,175	550	126,110	245,000	94.3
Atmos Gas Utility Franchise	6105	2,546,208	2,459,370	2,361,736	2,317,835	3,502,188	51.1
South Plains Electric Cooperative Franchise	6107	1,474,382	1,667,782	1,413,898	1,491,618	1,668,725	11.9
West Texas Gas	6110	13,805	19,862	15,978	22,831	17,896	(21.6)
In Lieu of Franchise	6052	18,271,576	17,887,055	18,209,202	22,443,638	21,505,773	(4.2)
Telecommunications Right-of-Way	6125	2,906,438	2,785,856	2,055,867	1,849,883	1,690,000	(8.6)
TOTAL FRANCHISE FEES/RIGHT OF WAY		27,107,249	26,978,271	25,857,142	29,741,712	30,352,473	2.1
LICENSES AND PERMITS							
Mixed Beverage Permit	6201	86,635	116,145	83,185	97,822	84,910	(13.2)
Late Night Mixed Beverage Permit	6202	5,775	11,065	3,975	5,700	4,875	(14.5)
Catering Mixed Beverage Permit	6203	10,795	10,650	4,000	10,723	10,700	(0.2)
Cartage Mixed Beverage Permit	6204	440	710	380	550	410	(25.5)
Food Establishment Permit	6206	391,080	464,112	496,349	456,660	601,000	31.6
Swimming Pool Permit	6207	91,428	88,821	83,100	92,259	92,000	(0.3)
Food Truck Permit	6211	5,250	2,750	2,750	-	2,750	-
Coin Operated Machine Permit	6214	58,800	86,775	70,300	55,000	37,250	(32.3)
Vehicle for Hire Permit	6216	5,605	6,880	4,090	4,300	5,200	20.9
Tow Truck Permit	6217	2,960	3,040	2,540	3,300	2,710	(17.9)
Bicycle and Scooter Sharing	6219	-	1,500	750	750	750	-
Underground Storage Tank Inspection Permit	6220	1,470	3,465	2,350	3,070	4,800	56.4
Photographer's Permit	6221	-	-	-	2,400	2,400	-
Building Permit	6222	893,317	1,673,606	1,875,747	1,378,281	1,774,700	28.8
Electrical Construction Permit	6223	288,659	434,314	534,139	350,435	578,323	65.0
Plumbing Construction Permit	6224	337,640	548,177	599,084	408,773	573,600	40.3
Mechanical Construction Permit	6225	286,634	407,951	478,712	324,514	443,300	36.6
Peddler Permit	6226	-	1,262	1,450	1,000	750	(25.0)
Outside Promotional Sales Permit	6227	13,985	8,120	8,465	14,991	12,301	(17.9)
Charitable Solicitation Permit	6228	2,910	2,535	2,145	3,500	2,700	(22.9)
Rabies Vaccination Permit	6230	4,759	3,877	2,770	4,000	3,323	(16.9)
Land Use License	6232	22,706	32,540	14,788	24,915	27,600	10.8
Land Abandonment and Closure License	6233	7,213	12,533	4,750	9,218	9,900	7.4
Loading Zone Permit	6234	800	550	550	550	550	-
Recreational Street Use Permit	6235	18,735	18,912	11,820	19,000	18,800	(1.1)
Fire Works Permit	6236	575	115	230	575	230	(60.0)
Contractor Registration Permit	6240	73,805	75,346	82,945	69,164	79,100	14.4
Grease Hauling Permit	6243	5,150	5,680	5,100	5,507	5,400	(1.9)
Body Art/Piercing Permit	6244	10,063	14,233	11,265	11,000	12,100	10.0
Food Protection Certificate	6245	-	2,760	2,900	360	1,400	288.9
False Alarm Permit	6246	57,605	83,525	114,015	85,000	110,000	29.4
Smoking Permit	6248	11,867	12,087	11,001	11,000	12,000	9.1
Ice Cream Vendor Permit	6249	2,560	830	60	200	60	(70.0)
Barricade Permit	6250	12,634	1,140	1,230	1,170	1,100	(6.0)
Public Interactive Water Feature	6251	1,100	300	-	300	-	(100.0)
Environmental Health Plan Review	6252	32,800	41,800	33,000	40,546	37,300	(8.0)
Inflatables Permit	6253	775	550	50	200	650	225.0
TOTAL LICENSES AND PERMITS		2,746,529	4,178,656	4,549,985	3,496,733	4,554,942	30.3
INTERGOVERNMENTAL REVENUE							
State Emergency Grant	6303	-	111,443	-	-	-	-
Grant - PD JLEO	6342	10,278	37,535	14,925	4,000	14,925	273.1
DEA/ATF/FBI Reimbursements	6343	46,203	112,068	87,180	70,000	99,623	42.3
Library - County	6339	198,552	197,760	197,760	197,760	221,000	11.8
Library - State	6345	-	-	2,000	-	-	-
Vector Control - County	6340	150,326	138,619	139,768	143,000	147,904	3.4
State Law Enforcement Training Grant	6356	15,450	37,867	12,585	15,000	12,585	(16.1)
TOTAL INTERGOVERNMENTAL REVENUE		420,809	635,291	454,218	429,760	496,038	15.4

General Fund Line Item Funding Source Summary

FEES FOR SERVICE	Account	Actual	Actual	Actual	Budget	Budget	% Change from
	Number	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	Budget
Development Services Fees							
Zoning Change	6401	\$ 89,392	70,260	62,769	72,000	45,000	(37.5)
Planning and Zoning	6402	-	-	-	-	-	-
Sale of Map	6403	9	15	-	40	12	(70.0)
Tax Certificate	6408	24,792	22,219	28,168	23,608	23,500	(0.5)
Zoning Plat	6412	112,818	148,522	168,735	169,886	199,548	17.5
Zoning Copy	6413	258	3	-	-	-	-
General Government Fees							
Returned Check	6410	420	720	35	553	80	(85.5)
Library Copy	6411	22,923	23,816	13,890	24,000	20,000	(16.7)
Weed Lien	6414	168,475	223,143	149,646	137,379	154,860	12.7
City Secretary Fees							
Public Notarization	6419	372	(744)	84	240	100	(58.3)
Birth and Death Certificate	6501	344,177	421,099	395,609	327,146	344,000	5.2
Public Health Fees							
Reinspection/Repeat Violation Fee	6210	2,750	4,725	3,150	3,000	3,700	23.3
Annual Pool School	6429	3,830	3,120	-	3,120	3,120	-
Health Department Duplicate Permit	6432	375	306	135	137	300	119.0
Group Housing Safety Inspection	6434	1,900	625	625	625	625	-
Health Department Late Payment	6435	11,100	16,555	9,840	16,798	13,800	(17.8)
Miscellaneous Health	6514	84	57	2,327	67	100	49.3
Health Department	6517	48,186	50,705	25,478	50,000	50,000	-
Animal Shelter Fees							
Pet Adoption	6241	34,375	42,670	31,611	32,223	32,000	(0.7)
Animal Shelter	6502	36,763	24,047	39,597	37,100	39,600	6.7
Animal Services Quarantine Processing	6533	12,065	10,340	7,360	13,000	13,000	-
Public Safety Fees							
Mowing Administration	6122	72,208	100,703	83,812	105,049	81,288	(22.6)
Cost of Court	6415	181,149	160,585	132,204	132,924	138,600	4.3
Child Support Collection Administrative	6417	-	-	-	-	-	-
Citation Dismissal	6421	353,936	333,544	240,854	253,590	192,000	(24.3)
Court Time Payment	6428	52,796	54,921	39,490	21,472	5,800	(73.0)
Code Enforcement Training	6430	2,435	1,885	450	2,200	1,815	(17.5)
Foster Home Safety Inspection	6433	5,906	6,795	5,760	7,356	6,400	(13.0)
Fire Inspection	6436	22,975	86,895	126,482	120,000	135,000	12.5
Open Burning	6437	-	350	350	-	350	-
Crossing Guard	6446	30,487	28,567	22,207	25,000	29,500	18.0
Police Accident Report	6450	42,068	81,188	56,355	58,000	50,000	(13.8)
Police Record Check	6452	1,450	1,710	1,470	1,500	12,000	700.0
Fire Incident Report	6455	-	150	-	-	-	-
Police Fingerprinting	6456	2,150	3,310	3,100	4,100	3,205	(21.8)
Fire Classroom	6459	8,000	4,000	5,500	6,000	6,000	-
Junk Vehicle Towing	6461	26,355	17,821	14,789	21,086	22,100	4.8
Demolition Lien	7501	-	23,916	-	1,000	6,781	578.1
Public Works Fees							
Parking Sign	6439	850	-	850	425	850	100.0
Residential Parking	6441	1,705	1,525	1,420	1,500	1,600	6.7
Paving Cuts	6470	16,801	-	-	-	-	-
Strt Light Developers	6475	-	-	90	-	-	-
Street and Alley Use	7505	-	-	9,900	1,200	-	(100.0)
Engineering Review	7507	180,524	216,152	399,843	174,000	216,152	24.2
General Consumer Landfill Surcharge	6630	4,897,425	5,692,860	5,583,189	5,592,195	6,490,172	16.1
Solid Waste Municipal Disposal	6631	507,859	591,410	559,445	603,298	609,331	1.0
Recycled Products	7201	116,999	71,735	92,134	73,176	93,986	28.4
General Consumer Metered	7523	17,122,888	17,715,954	17,776,374	17,984,812	19,025,693	5.8
Municipal Metered	7530	122,036	144,373	116,309	147,275	148,748	1.0
Cultural and Recreational Fees							
Kickball Registration	6442	4,475	2,270	460	2,760	2,150	(22.1)
Test Proctoring	6444	2,352	1,888	666	2,200	1,200	(45.5)
Interlibrary Loan	6448	2,430	2,019	1,248	2,300	2,200	(4.3)
Swimming Pool Admission	6541	72,594	88,862	12,275	80,000	80,000	-
Swimming Pool Instruction	6542	7,354	12,312	450	9,000	9,000	-
Swimming Pool Concessions	6543	36,936	38,066	756	37,000	37,000	-
Swimming Pool Rental	6544	21,193	24,957	5	24,000	24,000	-
Joyland Lease Agreement	6547	38,333	38,333	28,750	38,333	38,333	-
Recreational Room Rental	6548	83,818	81,862	38,650	83,000	83,100	0.1
Indoor Recreational Class	6549	285,103	286,988	73,848	288,000	197,306	(31.5)
Food Truck Permit	6540	3,129	740	300	500	300	(40.0)
Park Usage Fee	6550	13,700	12,900	7,097	14,150	14,150	-
Park Vendor Commissions	6555	700	975	1,800	875	1,800	105.7
Parks and Recreation Special Events	6557	14,096	13,666	7,850	13,600	13,600	-
Basketball League Registration	6558	8	1,535	-	1,100	1,000	(9.1)
Volleyball League Registration	6559	12,288	8,560	1,990	10,000	10,000	-

General Fund Line Item Funding Source Summary

	Account	Actual	Actual	Actual	Budget	Budget	% Change from
	Number	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	Budget
FEES FOR SERVICE							
Softball League Registration	6561	\$ 91,410	54,994	19,925	79,000	79,000	-
Field Reservation	6562	78,854	69,777	57,844	102,000	102,000	-
Municipal Athletic Field User	6563	70,522	69,798	37,638	70,000	70,000	-
Tennis Lesson	6565	26,756	31,586	13,508	26,300	26,300	-
Tennis Tournament	6566	623	-	125	500	500	-
Tennis Center Concessions and Pro Shop	6567	1,030	750	141	1,000	1,000	-
Tennis Center Ball Machine Rental	6568	2,980	2,763	2,139	2,675	2,675	-
Tennis League Registration	6569	4,939	2,173	3,171	3,700	3,700	-
Tennis Center Court	6570	7,852	5,742	4,980	7,400	7,400	-
Tennis Center Membership	6571	6,200	9,737	9,665	7,500	7,500	-
Outdoor Recreation Concessions	6572	57,680	49,273	44,106	53,000	53,000	-
Model Airport User	6573	10	-	-	-	-	-
Show Wagon Rental	6575	23,275	23,850	10,000	21,000	21,000	-
Flag Football Registration	6576	188	-	300	3,120	3,120	-
Recreational Equipment Rental	6577	13,085	8,835	2,250	10,170	10,170	-
Softball Tournament	6579	100	-	-	4,400	4,400	-
Senior Center Computer Class	6621	570	460	100	-	-	-
Outdoor Recreation Advertising	6625	-	2,000	-	1,700	1,700	-
Watercraft Rentals	6626	250	250	250	250	250	-
Museum Fees							
Buddy Holly Center Merchandise Sales	6530	67,997	78,384	45,698	68,000	68,000	-
Garden and Arts Center Merchandise Sales	6546	765	3,915	735	1,000	400	(60.0)
Buddy Holly Gift Shop Merchandise	6591	54,478	59,931	39,719	49,000	54,000	10.2
Garden and Arts Center Special Events	6593	5,685	6,525	4,325	6,000	6,525	8.8
Buddy Holly Center Class	6594	2,603	2,051	168	2,000	1,800	(10.0)
Buddy Holly Center Rental	6595	1,905	1,638	2,588	2,000	1,800	(10.0)
Buddy Holly Center Tour	6596	2,013	1,142	363	2,000	1,600	(20.0)
Buddy Holly Center Admission	6597	104,125	110,240	69,249	107,781	90,000	(16.5)
Buddy Holly Center Consignments	6598	8,811	5,542	4,350	7,000	7,200	2.9
Buddy Holly Center Membership	6599	1,505	1,091	335	1,000	1,300	30.0
Silent Wings Group Tour	7674	40,381	42,820	26,523	43,500	35,800	(17.7)
Silent Wings Gift Shop Merchandise Sales	7675	30,666	34,454	22,429	32,000	28,000	(12.5)
Silent Wings Facility Rental	7676	3,499	3,340	510	3,000	3,000	-
Silent Wings Class	7694	2,785	2,900	380	2,500	1,800	(28.0)
Silent Wings Research Services	7695	142	509	223	200	300	50.0
Silent Wings Membership	7696	4,290	6,515	6,915	4,200	5,200	23.8
TOTAL FEES FOR SERVICES		26,000,542	27,711,466	26,818,228	27,579,794	29,436,294	6.7
FINES							
Municipal Court Fines	6701	3,011,768	2,781,031	2,071,624	2,517,859	2,093,188	(16.9)
Library Fines	6702	77,124	68,077	40,603	56,725	40,000	(29.5)
TOTAL FINES		3,088,892	2,849,108	2,112,227	2,574,584	2,133,188	(17.1)
INTEREST EARNINGS							
Interest on Investments	6802	632,620	1,860,977	1,795,212	807,458	1,246,800	54.4
Interest on Bank Accounts	6803	30,838	23,294	21,987	-	27,100	-
Interest Tax Notes	6854	47,063	107,136	2,679	-	-	-
TOTAL INTEREST EARNINGS		710,521	1,991,407	1,819,877	807,458	1,273,900	57.8
RECOVERIES OF EXPENDITURES							
Tow Truck Cost Recovery	7002	276,000	276,000	276,000	210,000	276,000	31.4
Recovery of Indirect Cost	7006	41,000	51,000	-	50,000	5,000	(90.0)
Recovery of Miscellaneous Expenses	7011	22,090	37,845	43,687	45,000	30,000	(33.3)
Recovery of Discounts	7012	5,547	5,822	5,907	-	5,700	-
Restitution	7024	7	54	16,098	-	-	-
New Sub City Engineer	7504	794	-	2,424	725	400	(44.8)
Subrogation	7510	174,040	15,547	90,724	80,000	125,000	56.3
Recovery of Outside Work	7517	71,132	96,835	86,264	88,000	84,000	(4.5)
Signs for New Subdivisions	7581	20,000	41,800	38,600	18,650	41,800	124.1
TxDOT Signal Maintenance Agreement	7594	99,160	101,035	53,848	100,098	100,100	0.0
Recovery of Weed Mowing Cost	7599	23,790	30,070	23,506	28,336	23,903	(15.6)
MPO Congestion Management Study	7614	7,000	-	-	-	-	-
Texas Tech Signal Maintenance Agreement	7615	12,740	13,250	17,490	12,740	17,500	37.4
TxDOT TMC and Fiber Maintenance Agreement	7617	70,303	86,254	79,792	90,000	83,023	(7.8)
Airport Rescue Fire Fighting Training Facility	7620	-	-	-	30,000	30,000	-
TOTAL RECOVERIES OF EXPENDITURES		823,603	755,512	734,338	753,549	822,426	9.1

General Fund Line Item Funding Source Summary

	Account	Actual	Actual	Actual	Budget	Budget	% Change from
	Number	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	Budget
OTHER REVENUE							
Oil and Gas Royalties	6238	\$ 415,899	346,525	220,902	259,894	327,775	26.1
In Lieu of Property	6051	9,788,019	10,137,926	10,544,460	11,381,562	11,228,011	(1.3)
Wireless Communications	6472	-	500	1,000	30,000	1,000	(96.7)
Land and Lease Rent	6902	3,728	5,573	6,135	2,417	5,573	130.6
Building/Agricultural Rent	6917	89,291	12,868	7,634	12,292	12,868	4.7
Sale of Abandoned and Closed Streets and Alleys	7102	33,117	106,993	32,449	26,000	57,520	121.2
Sale of Land/Buildings	7107	579	300	-	300	400	33.3
Sale of Miscellaneous Art at Municipal Museums	7111	1,781	5,267	987	2,000	3,000	50.0
Sale of Scrap Metal	7112	18,672	-	8,787	-	-	-
Vending Machine Commissions	7573	15,661	21,025	13,414	17,417	14,029	(19.5)
Bond Revenue-Sale of Bonds	7801	-	-	7,936,000	-	-	-
Miscellaneous Other General Fund Revenue	7681	183,065	243,231	279,966	245,000	213,100	(13.0)
TOTAL OTHER REVENUE		10,549,812	10,880,208	19,051,733	11,976,882	11,863,276	(0.9)
TRANSFERS							
Transfers from LP&L	7918	1,135,647	1,155,378	1,266,838	1,742,355	1,896,328	8.8
Transfers from Water Fund	7924	1,734,057	-	1,939,778	-	2,148,497	-
Transfers from Wastewater Fund	7931	685,992	-	489,629	-	543,128	-
Transfers from Water/Wastewater Fund	7932	-	2,620,164	-	2,524,386	-	(100.0)
Transfers from Solid Waste	7937	9,987,288	-	-	-	-	-
Transfers from Airport Fund	7941	1,795,178	1,855,620	1,999,528	2,003,289	1,983,662	(1.0)
Transfers from Risk Fund	7949	-	-	169,300	169,300	178,400	5.4
Transfers from Storm Water	7973	939,741	622,788	739,480	588,005	605,412	3.0
TOTAL TRANSFERS		16,277,903	6,253,950	6,604,553	7,027,335	7,355,427	4.7
TOTAL REVENUE SOURCES		217,554,470	220,052,119	233,390,477	232,744,345	245,173,865	5.3
Use of Excess Reserves		-	553,834	-	7,275,263	5,040,544	
TOTAL FUNDING SOURCES		\$ 217,554,470	220,605,953	233,390,477	240,019,608	250,214,409	4.2

Summary of General Fund Fee Changes

Department	Account Description	Account Number	Rate Details	Amended 2020-21	Budget 2021-22	\$ Change from Amended
Animal Services	LIC-RABIES VACCINE PERMIT	6230	Rabies vaccination fee	\$ 10.00	15.00	5.00
	HLTH-ANIMAL SHELTER RECEIPTS	6502	Impound Fee - Dogs or Cats	50.00	65.00	15.00
			Impound Fee - Small Livestock	25.00	50.00	25.00
			Impound Fee - Large Livestock	45.00	100.00	55.00
			Boarding Fee - Dogs, Cats, or Small Livestock	7.00	10.00	3.00
			Boarding Fee - Large Livestock	15.00	25.00	10.00
			Humane Euthanasia Process Fee (from within City limits)	10.00	20.00	10.00
			Humane Euthanasia Process Fee (from outside City limits)	20.00	75.00	55.00
			Store Permit	100.00	-	(100.00)
			Groom Shop	35.00	-	(35.00)
			Owner Surrender Fee (within City limits)	30.00	40.00	10.00
	Owner Surrender Fee (outside City limits)	50.00	60.00	10.00		
	Owner Surrender Fee (outside County limits)	75.00	100.00	25.00		
	HLTH - QUARANTINE PROCESSING	6533	Animal quarantine processing fee	100.00	150.00	50.00
Building Safety	LIC-BUILDING PERMITS	6222	Certificate of Occupancy (CO) Fee	30.00	-	(30.00)
			Investigative Inspection Fee (includes CO)	60.00	120.00	60.00
	LIC-CONTRACTOR REGISTRATION	6240	Contractor Registration Permit: Renewal	50.00	-	(50.00)
			Contractor Registration Permit: Jan - Mar	100.00	-	(100.00)
			Contractor Registration Permit: Apr - Jun	75.00	-	(75.00)
			Contractor Registration Permit: Jul - Sept	50.00	-	(50.00)
			Contractor Registration Permit: Oct - Dec	25.00	-	(25.00)
Contractor Registration Permit	-	75.00	75.00			
City Secretary	LIC-PUBLIC RIGHT OF WAY PERMITS	6235	Block Party Permit	50.00	60.00	10.00
			Right-of-way for Parade or Walk-a-thon, Jog-a-thon, Bike-a-thon	60.00	75.00	15.00
			Barricade (Barr) Rental Fee	\$15 (15 Barr) Addtl \$1 each	\$25 (4 Type 1 Barr) Addtl Barr \$15 - Maximum of \$200 (2 Type 1 Barr)	\$25 (4 Type 1 Barr) Addtl Barr \$15 - Maximum of \$200 (2 Type 1 Barr)
			HLTH-VITAL STATISTICS	6501	Plastic Pouch (NEW) for issuing certificates	-
Codes Administration	FEE-MOWING ADMINISTRATION	6122	Fees charged to recover the cost of weed/rubbish abatement practices.	150.00	200.00	50.00
	LIC-OUTSIDE SALE PMT ADMIN	6227	Permits issued when a vendor or business wants to have a promotional sale.	145.00	350.00	205.00
	FEE-WEED & RUBBISH LIENS	6414	Fees from the collection on weed liens.	150.00	200.00	50.00
	FEE-CODE ENFORCEMENT TRAINING	6430	Fees received from attendees of educational classes presented by Code Administration.	65.00	75.00	10.00
	DEPT-DEMOLITION CLEANUP SVC	7501	Fees charged to recover the cost of demolition of structures determined to be sub-standard.	550.00	650.00	100.00
	DEPT-WEED MOWING	7599	Weeds in Back Yard	15.00	20.00	5.00
			Weeds in Front Yard	15.00	20.00	5.00
Weeds in Alley			25.00	30.00	5.00	

Summary of General Fund Fee Changes

Department	Account Description	Account Number	Rate Details	Amended 2020-21	Budget 2021-22	\$ Change from Amended		
Codes Administration	DEPT-WEED MOWING	7599	Weeds in Right of Way	\$ 25.00	30.00	5.00		
			Rubbish Alley	30.00	35.00	5.00		
			Weeds in Vacant Lot	30.00	40.00	10.00		
Environmental Health	LIC-CAFE PERMITS	6206	Sample Permit Maximum of 14 Days	5.00	7.00	2.00		
			Temporary Food Establishment - Max of 14 Days	15.00	20.00	5.00		
			Sample Permit First Day	30.00	35.00	5.00		
			Temporary Food Establishment First Day	60.00	65.00	5.00		
			Food Risk Category 1	200.00	225.00	25.00		
			Food Risk Category 2	300.00	325.00	25.00		
			Food Risk Category 3	400.00	425.00	25.00		
			Food Risk Category 4	500.00	525.00	25.00		
			LIC-GREASE HAULER PERMITS	6243	Grease Hauling Permit	100.00	125.00	25.00
					Grease Facility Permit	150.00	175.00	25.00
			Planning	FEE-ZONING CHANGE FEE	6401	Application fees for zone change requests - 1st acre plus \$3 for each additional acre.	475 +3/acre	500 +5/acre
Application fees for zone change requests to Board of Adjustment - Commercial.	430.00	500.00				70.00		
Application fees for Administrative Appeal and Residential requests to Zoning Board of Adjustment.	130.00	200.00				70.00		
Historic Landmark Designations (NEW)	-	50.00				50.00		
Certificates of Appropriateness (NEW)	-	50.00				50.00		
Variances that go to UDHPC (Design Stds) (NEW)	-	250.00				250.00		
FEE-ZONING PLATTING FEES	6412	Reapproval plat fee for 1 acre plus \$25/acre over 1 acre				50.00	-	(50.00)
		Preliminary plat fee for 1 acre plus \$25/acre over 1 acre				100+25/acre	150 + 35/acre	50 + 10/acre
		Final Plat Fee - 1 Acre				350 + 35/acre	350 (1 Acre) + 55/acre over 1	25/acre over 1
		Final Plat Fee - 2 Acre				350 + 35/acre	350 (1 Acre) + 55/acre over 1	25/acre over 1
		Final Plat Fee - 3 Acre		350 + 35/acre	350 (1 Acre) + 55/acre over 1	25/acre over 1		
		Final Plat Fee - 4 Acre		545 + 35/acre	350 (1 Acre) + 55/acre over 1	-195 (1 acre) + 20/acre over 1		
		Final Plat Fee - 5 Acre		610 + 35/acre	350 (1 Acre) + 55/acre over 1	-260 (1 acre) + 20/acre over 1		
		Final Plat Fee - 6 Acre		675+ 35/acre	350 (1 Acre) + 55/acre over 1	-325 (1 acre) + 20/acre over 1		
		Final Plat Fee - 7 Acre		740+ 35/acre	350 (1 Acre) + 55/acre over 1	-390 (1 acre) + 20/acre over 1		
		Final Plat Fee - 8 Acre		805+ 35/acre	350 (1 Acre) + 55/acre over 1	-455 (1 acre) + 20/acre over 1		
Final Plat Fee - 9Acre	870+ 35/acre	350 (1 Acre) + 55/acre over 1		-520 (1 acre) + 20/acre over 1				
Final Plat Fee - 10Acre	935+ 35/acre	350 (1 Acre) + 55/acre over 1		-585 (1 acre) + 20/acre over 1				
Final Plat Fee - 11 Acre	950+ 35/acre	350 (1 Acre) + 55/acre over 1		-600 (1 acre) + 20/acre over 1				
Final Plat Fee - 12 Acre	995+ 35/acre	350 (1 Acre) + 55/acre over 1		-645 (1 acre) + 20/acre over 1				
Final Plat Fee - 13 Acre	1040+ 35/acre	350 (1 Acre) + 55/acre over 1	-690 (1 acre) + 20/acre over 1					

Summary of General Fund Fee Changes

Department	Account Description	Account Number	Rate Details	Amended 2020-21	Budget 2021-22	\$ Change from Amended		
Planning	FEE-ZONING PLATTING FEES	6412	Final Plat Fee - 14 Acre	\$1085+ 35/acre	350 (1 Acre) + 55/acre over 1	-735 (1 acre) + 20/acre over 1		
			Final Plat Fee - 15 Acre	1130+ 35/acre	350 (1 Acre) + 55/acre over 1	-780 (1 acre) + 20/acre over 1		
			Final Plat Fee - 16 Acre	1175+ 35/acre	350 (1 Acre) + 55/acre over 1	-825 (1 acre) + 20/acre over 1		
			Final Plat Fee - 17 Acre	1220+ 35/acre	350 (1 Acre) + 55/acre over 1	-870 (1 acre) + 20/acre over 1		
			Final Plat Fee - 18Acre	1265+ 35/acre	350 (1 Acre) + 55/acre over 1	-915 (1 acre) + 20/acre over 1		
			Final Plat Fee - 19 Acre	1310+ 35/acre	350 (1 Acre) + 55/acre over 1	-960 (1 acre) + 20/acre over 1		
			Final Plat Fee - 20 Acre	1355+ 35/acre	350 (1 Acre) + 55/acre over 1	-1005(1 acre) + 20/acre over 1		
			Final Plat Fee - 21 Acre	1700+ 35/acre	350 (1 Acre) + 55/acre over 1	-1350 (1 acre) + 20/acre over 1		
			Final Plat Fee - 30 Acre	2015+ 35/acre	350 (1 Acre) + 55/acre over 1	-1665 (1 acre) + 20/acre over 1		
			Final Plat Fee - 40Acre	2365+ 35/acre	350 (1 Acre) + 55/acre over 1	-2015(1 acre) + 20/acre over 1		
			Final Plat Fee - 43 Acre	2470+ 35/acre	350 (1 Acre) + 55/acre over 1	-2120 (1 acre) + 20/acre over 1		
			Final Plat Fee - 44+ Acre	2500+ 35/acre	350 (1 Acre) + 55/acre over 1	-2150 (1 acre) + 20/acre over 1		
			Amended Plats (NEW)	-	250.00	250.00		
			Plat Vacations (NEW)	-	200.00	200.00		
			Voluntary/Petition Annexation Requests (NEW)	-	500.00	500.00		
			FEE-ZONING MAPS, ORD & MISC	6413	Zoning Verification Letters (NEW)	-	50.00	50.00
			LIC - GROUP HOME PERMITS	6254	Group Home Permits (NEW)	-	30.00	30.00
Solid Waste	SLD WST-GEN CONSUM		Revenue derived from tipping fees charged for waste disposal at the WTRDF landfill	36.75	37.25	0.50		
	LANDFILL Tipping Fees - WTRDF	6630						
	SLD WST_MUN DISP - Tipping Fees - Per Ton for Special Waste	6631	Revenue derived from tipping fees charged for special waste disposal at the landfill	70.47	71.42	0.96		
	SW-GEN CONS METERED Residential Collection Rate	7523	Monthly residential garbage charges.	17.00	17.50	0.50		
	SW-GEN CONS METERED Commercial Collection Rate - 2 Cu. Yd. Dumpster	7523	Monthly commercial garbage charge for 2 cubic yard dumpster.	45.23	46.56	1.33		
	SW-GEN CONS METERED Commercial Collection Rate - 3 Cu. Yd. Dumpster	7523	Monthly commercial garbage charge for 3 cubic yard dumpster.	67.04	69.01	1.97		
	SW-GEN CONS METERED Commercial Collection Rate - 4 Cu. Yd. Dumpster	7523	Monthly commercial garbage charge for 4 cubic yard dumpster.	88.85	91.46	2.61		
	SW-GEN CONS METERED Commercial Collection Rate - 6 Cu. Yd. Dumpster	7523	Monthly commercial garbage charge for 6 cubic yard dumpster.	128.62	132.41	3.78		

Parks Fee Structure Adjustments

COST CENTER	Account Number	Fee item (account title)	Fee Description	Rate	FY 2020-21 Rate	FY 2021-22 Adopted Rate
PARKS & REC	6253	LIC-INFLATABLES PERMIT	Inflatable Permit fees		\$ 25.00	\$ 25.00
	6540	PR-FOOD TRUCK PERMITS	Food Truck Permit fees		\$ 250.00	\$ 250.00
	6550	PR-PARK USAGE	Special Event usage fee for Small Event (50 people or fewer)		\$ 50.00	\$ 50.00
			Special Event usage fee for Medium Event (51-200 people) - For Profit		\$ 200.00	\$ 200.00
			Special Event usage fee for Medium Event (51-200 people) - For Non-Profit		\$ 100.00	\$ 100.00
			Special Event usage fee for Large Event (201+ people) - For Profit		\$ 500.00	\$ 500.00
			Special Event usage fee for Large Event (201+ people) - For Non-Profit		\$ 200.00	\$ 200.00
	6555	PR-PARK VENDOR COMMISSIONS	Vendor	per vendor	\$ 100.00	\$ 100.00
			Additional Vendor	per vendor	\$ -	\$ 50.00
	INDOOR REC	6548	PR-BUILDING RENT	Woods Comm Ctr Reservation Per Year	per year	\$ 1.00
			Kitchen Rental at any Community Center	per rental	\$ 25.00	\$ 25.00
			Building Rental - Hodges, Maxey, Trejo, Simmons, & Rawlings - Daytime	per hour	\$ 20.00	\$ 20.00
			Park Pavilions	per day	\$ 100.00	\$ 100.00
			Building Rental - Hodges, Maxey, Trejo, Simmons, & Rawlings - Nights and Weekends	per hour	\$ 45.00	\$ 45.00
			Party Houses - Clapp Party House	per day	\$ 150.00	\$ 150.00
6549		PR-INSTRUCTIONS/CLASSES	Community Center Camp Trip - Supplies	per person	\$ 5.00	\$ 5.00
			Safety City Birthday Party w/ Cars	per day	\$ 150.00	\$ 150.00
			Safety City Open Recreation Child Summer Pass	per child	\$ 45.00	\$ 45.00
			Safety City Open Recreation Family Summer Pass	per family	\$ 75.00	\$ 75.00
			Safety City Classes / Groups / Open Recreation	per day	\$ 5.00	\$ 5.00
			Trejo After School Program Fee		\$ 10.00	\$ 10.00
			Rawlings, Simmons, & Trejo Summer Camp		\$ -	\$ -
			Safety City Meeting/Classroom Reservation Per Hour	per hour	\$ 20.00	\$ 20.00
			Senior Center Ceramic Fees		\$ 20.00	\$ 20.00
			Senior Center Reservations - Daytime	per hour	\$ 20.00	\$ 20.00
			Rawlings, Simmons, & Trejo Holiday Camp		\$ -	\$ -
			Senior Center Reservations - Nights & Weekends	per hour	\$ 45.00	\$ 45.00
			All Indoor Recreation Camps - Regular Weekly Fee	per week	\$ 80.00	\$ 80.00
			Hodges & Maxey Holiday Camps		\$ -	\$ -
			All Indoor Recreation Camps - Scholarship Weekly Fee		\$ 20.00	\$ 20.00
			Indoor Recreation Summer Camps - One-time Scholarship Registration Fee		\$ 20.00	\$ 20.00
			Safety City Camp		\$ 100.00	\$ 100.00
			Safety City Birthday Party w/o Cars		\$ 100.00	\$ 100.00
			Safety City Car Sponsorship Renewal - 2 Years		\$ 250.00	\$ 250.00
			Safety City Car Sponsorship New - 2 Years		\$ 500.00	\$ 500.00
			Safety City Building Sponsorship Renewal - 2 Years		\$ 600.00	\$ 600.00
			Safety City Building Sponsorship New - 5 Years		\$ 3,000.00	\$ 3,000.00
			Community Center Class Fees (includes Senior Centers)		\$1 - \$100	\$1 - \$100
			Community Center Special Event Fees (includes Senior Centers)		\$1 - \$15	\$1 - \$15
6621		PR SR COMPUTER EDUC PROGRAM	Fees charged to participants taking classes in the Computer Learning Lab at the Lubbock Senior Center.		\$ -	\$ -

Parks Fee Structure Adjustments

COST CENTER	Account Number	Fee item (account title)	Fee Description	Rate	FY 2020-21 Rate	FY 2021-22 Adopted Rate	
OUTDOOR REC	6442	FEE-KICK BALL LEAGUE REGISTRATION	Team Fee		\$ 215.00	\$ 215.00	
			Late Fee		\$ 30.00	\$ 30.00	
			Withdrawal/No Show Fee		\$ 50.00	\$ 50.00	
	6541	PR-SWIMMING POOLS	Group admission		\$ 1.75	\$ 1.75	
			Youth Admission		\$ 2.00	\$ 2.00	
			Adult Admission		\$ 3.00	\$ 3.00	
	6542	PR-SWIMMING INSTRUCTION	Swimming Lessons (Eight (8) 45-minute sessions over 2 weeks)		\$ 60.00	\$ 60.00	
			CPO Courses		\$ 325.00	\$ 325.00	
			Lifeguard Training		\$ 200.00	\$ 200.00	
			Recertification - CPR, First Aid & Lifeguarding		\$ 50.00	\$ 50.00	
	6543	PR-SWIM POOL CONCESSIONS	Pool Concession Items (Packaged Food and Beverage)			\$0.25 - \$0.50	\$0.25 - \$0.50
	6544	PR-SWIM POOL RENTAL	Additional Lifeguard	per 2hrs	\$ 30.00	\$ 30.00	
			Rental fee for 1-75 people	per 2hrs	\$ 175.00	\$ 175.00	
			Rental fee for 76-125 people	per 2hrs	\$ 275.00	\$ 275.00	
			Rental fee for 126-200 people	per 2hrs	\$ 325.00	\$ 325.00	
	6557	PR-SPECIAL EVENTS	Special Event Items Sold (i.e. Picture w/ Santa)		\$ 5.00	\$ 5.00	
	6558	PR-BASKETBALL LEAGUE	Team (\$0-\$60 LISD fees)			\$345 - \$645	\$345 - \$645
			Withdrawal/No Show		\$ 50.00	\$ 50.00	
			3V3 Team		\$ 215.00	\$ 215.00	
	6559	PR-VOLLEYBALL LEAGUE	Team (\$0-\$60 LISD fees)			\$190 - \$380	\$190 - \$380
			Withdrawal/No Show		\$ 50.00	\$ 50.00	
	6560	PR-GYM RENTAL	Rodgers Gym Rental		\$ 60.00	\$ 60.00	
	6561	PR-S.B. ENTRY FEE	Withdrawal/No Show		\$ 50.00	\$ 50.00	
			Team Fee		\$ 330.00	\$ 330.00	
			Softballs (Single, 3-pack, 6-pack, 12-pack)		\$ 7 - \$21	\$ 7 - \$21	
	6561.11123	KICKBALL ENTRY FEE	Team Fee		\$ 215.00	\$ 215.00	
			Withdrawal Fee		\$ 50.00	\$ 50.00	
	TBD	PR - BH SYNTHETIC FIELD COMPLEX	Tournament Rental - Berl Huffman Athletic Full Complex	per day	\$ 2,000.00	\$ 2,000.00	
			Field Rental - Berl Huffman Athletic Complex (Tournament/Practice/Other Games)	per hour/per field	\$ 40.00	\$ 40.00	
			Field Rental - Berl Huffman Athletic Complex (Light Usage Fee)	per hour/per light bank	\$ 20.00	\$ 20.00	
			Field Rental - Professional Services - Site Supervisor or Call Back (if required)	per hour	\$ 25.00	\$ 25.00	
			Field Rental - Optional Services & Miscellaneous Fees - City/Maintenance Staff (two person minimum)and Equipment/Materials (if available)	per hour	\$25 - \$100	\$25 - \$100	
	6562	PR-FIELD RESERVATION	Field Rental - Facility Deposit	per quad/site	\$ 1,000.00	\$ 1,000.00	
			Field Rental - Security Deposit	per quad/site	\$ 150.00	\$ 150.00	
			Field Rental - Litter Deposit	per field	\$ 100.00	\$ 100.00	
			League Rental Non-User Group League - Mackenzie/User Group Complexes	per game	\$20 - \$25	\$20 - \$25	
			League Rental 20% Commission (concession, gate, non- food sales)		\$ 0.20	\$ 0.20	
			League Rental Non-Food Sales/Concession Sales	per day/per quad	\$50 - \$100	\$50 - \$100	
			League Rental Non-Food Sales/Concession Sales- Non-Profit	per day/per quad	\$25 - \$50	\$25 - \$50	
			League Rental - On-premise Gate Collection	per team	\$ 15.00	\$ 15.00	
			League Rental - Equipment Fee	per day	\$ 100.00	\$ 100.00	
			League Rental - City/Maintenance Staff and Call Back Fee	per person/per hr	\$ 25.00	\$ 25.00	
		League Rental - Security Deposit	per quad/site	\$ 150.00	\$ 150.00		
		League Rental - Field Preparation Fee / Temporary Fence Fee	per field	\$50 - \$100	\$50 - \$100		

Parks Fee Structure Adjustments

COST CENTER	Account Number	Fee item (account title)	Fee Description	Rate	FY 2020-21 Rate	FY 2021-22 Adopted Rate	
OUTDOOR REC	6562	PR-FIELD RESERVATION	League Rental - Soccer Tournament Fee	per team	\$ 25.00	\$ 25.00	
			Tournament Rental - Mackenzie/Berl Huffman And User Group Complex	per day	\$100 - \$150	\$100 - \$150	
			Tournament Reservation Fee - Soccer Field (grass/synthetic turf)	per day	\$100 - \$200	\$100 - \$200	
			Reservation fee - practice/other games (grass/synthetic turf)	per hour	\$25 - \$50	\$25 - \$50	
			Camps/Clinic	per day	\$ 75.00	\$ 75.00	
			Throw Down Bases		\$ 20.00	\$ 20.00	
			Tournament Light Charge	per hour	\$ 10.00	\$ 10.00	
			Light Usage - 2hrs w/o lights, 1hr w/ light, 2hrs w/ lights		\$35/\$45/\$55	\$35/\$45/\$55	
	6563	PR-USER FEES	Non-Resident (Paid On Time/Paid Late)			\$7.50 - \$15	\$7.50 - \$15
			Resident (Paid On Time/Paid Late)			\$5 - \$10	\$5 - \$10
			Cross Country User (@ Mae Simmons Park)		\$ 3.00	\$ 3.00	
	6565	PR-TENNIS INSTRUCTION	Pro 1 Lesson (half hour/full hour)	1/2hr to 1hr		\$19 - \$40	\$19 - \$40
			Pro 2 Lesson (half hour/full hour)	1/2hr to 1hr		\$15 - \$30	\$15 - \$30
			Pro 3 Lesson (half hour/full hour)	1/2hr to 1hr		\$29 - \$32	\$29 - \$32
			Junior Development Group Lesson	per month		\$55 - \$100	\$55 - \$100
			Camp			\$26 - \$29	\$26 - \$29
	6566	PR-TENNIS TOURNAMENTS	Entry Fee (Tennis & Pickleball)	per team		\$10 - \$30	\$10 - \$30
	6567	PR-CONCESSIONS	Quarterly Payment (In agreement to own shop)			\$ 250.00	\$ 250.00
	6568	PR-BALL MACHINE RENTAL	Members/Non-Members	Per 1/2hr		\$2.50 - \$3.75	\$2.50 - \$3.75
			Members/Non-Members (Annual)	per year		\$75 - \$100	\$75 - \$100
	6569	PR-LEAGUES Member	Member/Non-Member League Entry Fee	per league		\$15 - \$25	\$15 - \$25
	6570	PR-COURT FEES	Non-Member (Tennis & Pickleball)	per 1/2hr per person	\$ 2.00	\$ 2.00	
			Tournament Court Fee (non-BRTC) - singles/doubles (Tennis & Pickleball)	per court / per match		\$2 - \$4	\$2 - \$4
			League Court Fee (non-BRTC) - singles/doubles (Tennis & Pickleball)	per court / per match		\$3 - \$6	\$3 - \$6
	6571	PR-MEMBERSHIPS	Tennis Center Youth/Senior			\$ 50.00	\$ 50.00
			Tennis Center Adult			\$ 100.00	\$ 100.00
			Tennis Center Family			\$ 150.00	\$ 150.00
	6572	PR-OUTDOOR CONCESSIONS	Concession Items (Food & Beverage, Novelty Items)			\$0.25 - \$4	\$0.25 - \$4
	6575	PR-SHOW WAGON RENTAL	Sound System	per day		\$ 400.00	\$ 400.00
			Call Back (for additional work/assistance)	per day		\$ 50.00	\$ 50.00
			Extra Staging	per day		\$ 250.00	\$ 250.00
			Multi-Day	per day		\$ 500.00	\$ 500.00
			Overtime	per day		\$ 150.00	\$ 150.00
			Show Wagon	per day		\$ 1,000.00	\$ 1,000.00
	6576	PR-FLAG FOOTBALL	Withdrawal/No Show	per team		\$ 50.00	\$ 50.00
			Entry fee	per team		\$ 375.00	\$ 375.00
	6577	PR-EQUIPMENT RENTAL	Trash Cans	each		\$ 10.00	\$ 10.00
			Electricity	per day		\$ 50.00	\$ 50.00
			Electricity (temp. pole) - Ex. LP&L provides power from light pole.	per day		\$ 150.00	\$ 150.00
			Bleachers	per bleacher		\$ 200.00	\$ 200.00
			Sound System	per day		\$ 200.00	\$ 200.00

Parks Fee Structure Adjustments

COST CENTER	Account Number	Fee item (account title)	Fee Description	Rate	FY 2020-21 Rate	FY 2021-22 Adopted Rate
OUTDOOR REC	6579	PR-SOFTBALL TOURNAMENT	Withdrawal/No show		\$ 50.00	\$ 50.00
			Gate Fee (to enter)	per person	\$4 - \$20	\$4 - \$20
			Entry fee		\$175 - \$300	\$175 - \$300
	6625	PR OUTDOOR REC ADVERTISING	On Schedules - Flag Football and Baseball		\$ 200.00	\$ 200.00
			Field Signs (Berl Fields 1/2/3/4)		\$ 300.00	\$ 300.00
			On Schedules - Volleyball and Basketball		\$ 350.00	\$ 350.00
			On Schedules - Softball		\$ 400.00	\$ 400.00
			On Scoreboards / Bulletin Board		\$ 500.00	\$ 500.00
			Berl Entrance Gate		\$ 1,500.00	\$ 1,500.00
			Line-Up Cards		\$ 1,000.00	\$ 1,000.00



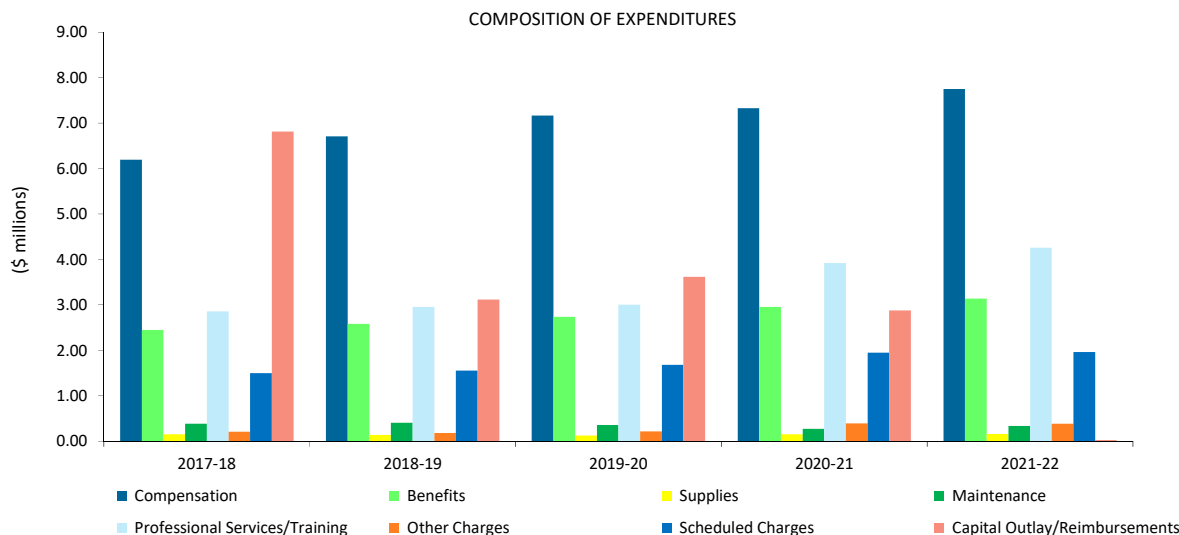
Appropriation Summary

	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
ADMINISTRATIVE SERVICES						
City Attorney	\$ 2,100,325	2,102,516	2,218,553	2,241,351	2,311,801	3.1
City Council	526,754	559,005	544,097	629,471	659,268	4.7
City Manager	1,303,079	1,640,482	1,731,906	1,826,543	1,819,944	(0.4)
City Secretary	1,147,707	1,104,801	1,167,558	1,854,008	1,984,630	7.0
Facilities Management	3,098,866	3,295,819	3,490,903	6,552,164	3,997,409	(39.0)
Finance	2,914,760	2,898,465	2,779,728	3,019,265	3,181,538	5.4
Human Resources	544,897	575,264	817,571	825,591	1,012,487	22.6
Internal Audit	321,411	291,957	311,245	341,453	395,703	15.9
Non Departmental	8,060,103	4,558,571	5,073,397	1,742,448	1,814,864	4.2
Comm. & Marketing and Call Center	549,193	615,680	771,974	821,638	840,605	2.3
TOTAL ADMINISTRATIVE SERVICES	20,567,095	17,642,561	18,906,931	19,853,932	18,018,249	(9.2)
CULTURAL & RECREATION SVCS						
Library	3,596,860	3,561,033	3,514,629	3,841,381	3,974,376	3.5
Cultural Arts	1,225,146	1,165,212	1,021,365	1,219,928	1,281,027	5.0
Parks and Recreation	10,180,049	10,438,416	9,768,497	11,592,628	12,134,400	4.7
TOTAL CULTURAL & RECREATION SVCS	15,002,055	15,164,661	14,304,491	16,653,937	17,389,803	4.4
DEVELOPMENT SERVICES						
Building Safety	2,241,985	2,367,205	2,283,835	2,537,161	2,672,199	5.3
Codes Enforcement	2,061,495	2,280,825	2,281,901	2,646,945	2,936,833	11.0
Environmental Health	742,167	822,599	828,717	880,155	1,063,173	20.8
Planning	816,111	711,910	758,605	974,050	1,025,077	5.2
TOTAL DEVELOPMENT SERVICES	5,861,759	6,182,538	6,153,058	7,038,311	7,697,282	9.4
PUBLIC WORKS/SOLID WASTE						
Engineering	1,329,872	901,660	654,154	726,915	805,674	10.8
Solid Waste	15,580,975	16,030,105	17,675,673	19,427,751	23,853,673	22.8
Streets	4,100,862	3,863,505	3,922,865	4,963,695	5,306,760	6.9
Traffic	3,723,324	3,504,570	3,434,644	3,835,430	4,029,322	5.1
TOTAL PUBLIC WORKS/SOLID WASTE	24,735,033	24,299,840	25,687,335	28,953,791	33,995,429	17.4
PUBLIC SAFETY						
Animal Services	2,068,966	2,311,037	2,085,469	2,447,825	2,634,499	7.6
Fire	51,468,455	54,624,050	45,776,737	56,475,048	59,515,674	5.4
Municipal Court	1,859,530	1,866,208	1,879,738	1,900,570	1,958,215	3.0
Police	64,563,991	67,341,293	70,765,408	73,480,446	77,801,456	5.9
Public Health	1,335,902	1,515,846	1,836,576	1,786,102	2,010,413	12.6
TOTAL PUBLIC SAFETY	121,296,844	127,658,434	122,343,928	136,089,991	143,920,257	5.8
OTHER						
Transfer to Grants	46,837	25,126	2,225	-	-	-
Transfer to CIP (Cash)	9,120,460	12,581,062	13,440,888	15,529,618	17,107,115	10.2
Transfer to Citibus	2,647,383	2,997,383	3,258,473	1,629,237	1,629,237	-
Transfer to Cemetery	200,000	226,971	354,223	416,289	325,433	(21.8)
Transfer to Gateway	7,958,273	6,945,771	6,789,277	8,669,970	8,837,078	1.9
Transfer to North & East Lubbock	-	-	-	-	-	-
Neighborhood & Infrastructure Fund	282,811	233,905	173,960	233,905	294,998	26.1
Transfer to CBD TIF	91,498	77,968	24,851	-	-	-
Transfer to Civic Centers	-	-	-	310,025	-	(100.0)
Transfer to Fleet CIP (Vehicles)	1,378,174	4,043,880	2,459,510	4,551,851	919,978	(79.8)
Transfer to LP&L - CT (Solid Waste)	185,383	81,198	-	-	-	-
Transfer to LP&L - CIS Debt (SW)	2,899	108,387	-	-	-	-
Transfer to LP&L - Collections (SW)	-	-	-	-	-	-
Transfer to Debt Service Fund	2,420,614	2,242,810	-	-	-	-
Transfer to Economic Development Fund	-	-	62,000	62,000	79,550	28.3
Bond Sale Charges	51,354	20,709	56,832	-	-	-
SIB Loan Payment	-	72,750	-	-	-	-
Transfer to Internal Service Fund	-	-	-	26,750	-	(100.0)
TOTAL OTHER	24,385,686	29,657,920	26,622,239	31,429,646	29,193,389	(7.1)
TOTAL	\$ 211,848,472	220,605,953	214,017,982	240,019,608	250,214,409	4.2
TOTAL	\$ 211,848,472	220,605,953	214,017,982	240,019,608	250,214,409	4.2

Position History by Department

	Actual	Actual	Actual	Budget	Budget	Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
ADMINISTRATIVE SERVICES						
City Attorney	16	16	16	15	15	-
City Council	3	3	3	3	3	-
City Manager	9	9	9	9	9	-
City Secretary	9	10	10	10	10	-
Facilities Management	17	17	17	17	17	-
Finance	31	31	31	31	31	-
Human Resources	6	6	9	10	11	1
Internal Audit	3	3	3	3	3	-
Non Departmental	-	-	-	-	-	-
Comm. & Marketing and Call Center	8	8	10	11	11	-
TOTAL ADMINISTRATIVE SERVICES	102	103	108	109	110	1
CULTURAL & RECREATION SVCS						
Library	36	36	36	36	36	-
Cultural Arts	9	9	9	9	9	-
Parks	79	79	81	82	83	1
TOTAL CULTURAL & RECREATION SVCS	124	124	126	127	128	1
DEVELOPMENT SERVICES						
Building Safety	30	30	30	30	31	1
Codes Enforcement	26	26	27	27	29	2
Environmental Health	9	11	11	13	14	1
Planning	7	8	10	11	11	-
TOTAL DEVELOPMENT SERVICES	72	75	78	81	85	4
PUBLIC WORKS/SOLID WASTE						
Engineering	16	45	45	45	45	-
Solid Waste	94	96	96	96	99	3
Streets	50	52	52	52	48	(4)
Traffic	35	34	34	34	34	-
TOTAL PUBLIC WORKS/SOLID WASTE	195	227	227	227	226	(1)
PUBLIC SAFETY						
Animal Services	25	25	25	27	27	-
Fire	434	435	438	439	441	2
Municipal Court	19	21	21	21	21	-
Police	555	565	577	578	573	(5)
Public Health	23	24	40	50	50	-
TOTAL PUBLIC SAFETY	1,056	1,070	1,101	1,115	1,112	(3)
TOTAL GENERAL FUND	1,549	1,599	1,640	1,659	1,661	2

General Fund - Administrative Services



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 6,195,264	6,709,844	7,169,271	7,328,619	7,749,504	5.7
Benefits	2,450,936	2,583,768	2,741,306	2,954,550	3,142,712	6.4
Supplies	153,281	138,222	121,945	154,319	158,129	2.5
Maintenance	385,389	403,482	360,323	274,428	338,963	23.5
Professional Services/Training	2,857,306	2,956,161	3,004,862	3,923,266	4,256,604	8.5
Other Charges	207,646	179,358	214,567	389,524	382,035	(1.9)
Scheduled Charges	1,498,299	1,554,578	1,679,520	1,949,825	1,963,930	0.7
Capital Outlay/Reimbursements	6,818,973	3,117,149	3,615,137	2,879,401	26,372	(99.1)
TOTAL EXPENDITURES BY CATEGORY	\$ 20,567,095	17,642,561	18,906,931	19,853,932	18,018,249	(9.2)

EXPENDITURES BY DEPARTMENT	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
City Attorney	\$ 2,100,325	2,102,516	2,218,553	2,241,351	2,311,801	3.1
City Council	526,754	559,005	544,097	629,471	659,268	4.7
City Manager	1,303,079	1,640,482	1,731,906	1,826,543	1,819,944	(0.4)
City Secretary	1,147,707	1,104,801	1,167,558	1,854,008	1,984,630	7.0
Facilities Management	3,098,866	3,295,819	3,490,903	6,552,164	3,997,409	(39.0)
Finance	2,914,760	2,898,465	2,779,728	3,019,265	3,181,538	5.4
Human Resources	544,897	575,264	817,571	825,591	1,012,487	22.6
Internal Audit	321,411	291,957	311,245	341,453	395,703	15.9
Non-Departmental	8,060,103	4,558,571	5,073,397	1,742,448	1,814,864	4.2
Comm. & Marketing and Call Center	549,193	615,680	771,974	821,638	840,605	2.3
TOTAL EXPENDITURES BY DEPARTMENT	\$ 20,567,095	17,642,561	18,906,931	19,853,932	18,018,249	(9.2)

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
City Attorney	16	16	16	15	15	-
City Council	3	3	3	3	3	-
City Manager	9	9	9	9	9	-
City Secretary	9	10	10	10	10	-
Facilities Management	17	17	17	17	17	-
Finance	31	31	31	31	31	-
Human Resources	6	6	9	10	11	1
Internal Audit	3	3	3	3	3	-
Non-Departmental	-	-	-	-	-	-
Comm. & Marketing and Call Center	8	8	10	11	11	-
TOTAL STAFFING	102	103	108	109	110	1



City Attorney

Mission and Purpose

Provide legal services required by the City in its diverse operations. The City Attorney's Office provides the following services:

- Daily office conferencing with client to offer legal analysis, advice, and counsel.
- Legal counsel to a full-service municipality.
- Document preparation and review of a very high volume of legal instruments.
- Legal representation in State and Federal courts.
- Legal representation at board and agency meetings.
- Prosecution in Municipal Court.

Goals and Objectives

- Provide prompt and accurate professional legal services.
- Prosecute Class "C" misdemeanors in the Lubbock Municipal Court.

Accomplishments for FY 2020-21

- Assisted the Mayor, Council and senior management with researching, organizing, formulating, and implementing formal disaster declarations in response to the COVID-19 pandemic.
- Advised the Mayor, Council, City Manager, and senior management on legal issues associated with COVID-19 pandemic.
- Research and draft revisions to tighten the Game Room Ordinance.
- Research and draft revisions to the Brick Street Ordinance.
- Conduct legal work to facilitate the purchase of a building for the Public Health Department
- Advise the 2021 Charter Review Committee.
- Draft the interlocal agreement with Lubbock County, LISD and the City in regard to redistricting.
- Worked with senior staff to interpret and enforce numerous executive orders.
- Prepared Disaster Declarations and accompanying City Council Resolutions.
- Handled 46 litigation cases in-house, and various subpoenas (two lawsuits were handled by outside counsel and one Civil Rights case was handled both by outside counsel and in-house).
- Drafted and submitted approximately 560 briefs to the Texas Attorney General requesting an opinion on open record requests.
- Conducted 45 hearings to obtain orders for demolitions on substandard structures.
- Responded to more than 125 subpoenas, filing over 20 Motions for Protective Orders and appearing at least 30 times in state court.

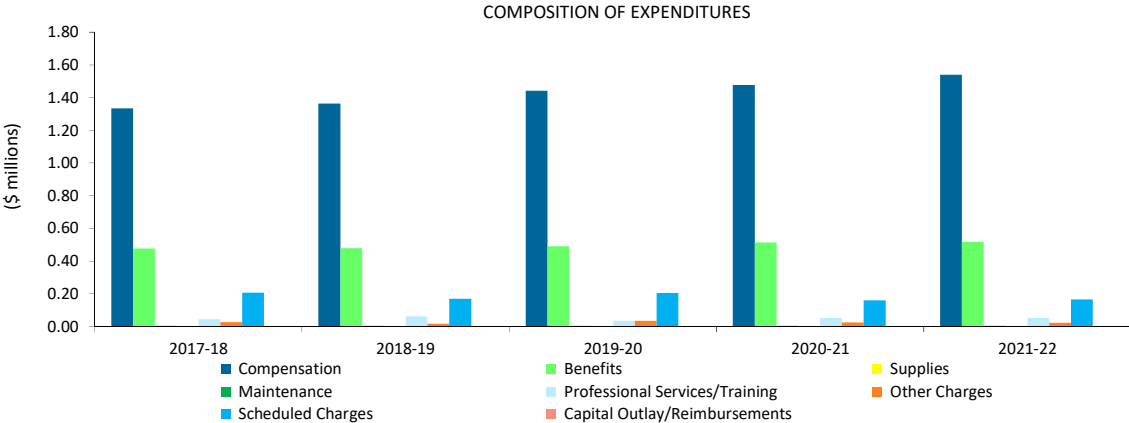
Objectives for FY 2021-22

- Continue to focus on providing high quality services to the city.
- Provide effective legal representation.

Expenditure Overview

- Total expenditures increased by \$70 thousand, or 3.1 percent, when compared to FY 2020-21.
- Compensation and Benefits increased \$66.7 thousand, or 3.4 percent, due to an average 4 percent compensation adjustment across all departments; market adjustments for some positions; and increased health insurance costs.
- Supplies decreased \$838, or 8.4 percent, due to historical trends in usage.
- Other Charges decreased \$2.3 thousand, or 9.0 percent, due to a one-time expense for book cases in the prior year.
- Scheduled Charges increased by \$6.9 thousand, or 4.3 percent, due to an increase in liability insurance, offset by decreases in charges related to information technology services, telephone, and postage allocations.

City Attorney Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 1,335,283	1,363,654	1,443,322	1,478,320	1,540,907	4.2
Benefits	477,233	480,332	491,871	514,138	518,281	0.8
Supplies	9,783	9,476	7,272	9,929	9,091	(8.4)
Maintenance	-	-	-	-	-	-
Professional Services/Training	44,200	62,322	35,306	52,915	52,905	(0.0)
Other Charges	27,386	17,538	35,075	26,200	23,855	(9.0)
Scheduled Charges	206,439	169,194	205,706	159,849	166,762	4.3
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL EXPENDITURES BY CATEGORY	\$ 2,100,325	2,102,516	2,218,553	2,241,351	2,311,801	3.1

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
City Attorney	16	16	16	15	15	-
TOTAL STAFFING	16	16	16	15	15	-

FULL-TIME POSITIONS	
Attorney I	1
Attorney III	4
City Attorney	1
Deputy City Atty - Litigation	1
Deputy City Atty - Transactional	1
First Asst City Attorney	1
Legal Assistant I	2
Legal Assistant II	2
Legal Management Assistant	2
Prosecutor	1
TOTAL FULL-TIME POSITIONS	16

City Council

Mission and Purpose

Provide the citizens of Lubbock with excellent municipal services, protect the health and safety of Lubbock Citizens, provide fiscally responsible governmental policies and oversight, advance the quality of life within a diverse and growing municipality, provide leadership and direction for continued economic growth and sustained development, and ensure transparency and public participation in an open governmental process.

City Council staff members provide the following services:

- Apprise the Mayor and City Council of citizen communications, inquiries, requests, and concerns.
- Coordinate with all City departments to provide City Council members and their constituents with overall customer service and response, and assist in providing appropriate resolution to citizen concerns, inquiries, and complaints.
- Maintain Mayor and City Council member calendars and schedules, monitor and research possible quorums, and ensure information and appropriate backup materials are provided.
- Assist in facilitating and preparing for both virtual and in-person City Council meetings, Work Sessions, Town Hall meetings, appointments, public appearances, constituent meetings, Mayor/Council appointed committees, and a variety of scheduled appointments, including the hosting of virtual media events. Provide PowerPoint and other appropriate presentations, amenities and resources, as well as refreshments, meals, audio/visual equipment, informational handouts, and logistical needs for meeting places both inside and outside City Hall.
- Provide specific, accurate, and helpful information in response to all inquiries. Thoroughly research and investigate inquiries or concerns regarding City operations. Provide a high degree of professional staff support to all City Council members.
- Prepare a variety of written materials (correspondence, news releases, speeches, public remarks, Special Recognitions, Proclamations, Board Appointments, Honorary Citizenship, notarizing documents, etc.) for the Mayor and City Council members.

Goals and Objectives

- Represent the Mayor, City Council, and City organization in a positive, professional manner.
- Provide excellent customer service and maintain effective communication between the Mayor, City Council members, constituents, the City organization, and all individuals in contact with the Mayor and City Council Office.
- Ensure the Mayor and all City Council members are well-informed with regard to current public topics, issues, or concerns, and apprised of upcoming events, meetings, and scheduled appearances.
- Ensure City Council calendars and schedules are accurate and up-to-date.
- Provide appropriate information and backup materials for the Mayor's and City Council members' appointments, appearances, and activities.
- Provide staff support to City departments as well as perform specific tasks to assist these departments as assigned.

Accomplishments for FY 2020-21

- Responded, adjusted, and implemented all manner of staff support and new protocols related to the outbreak of COVID-19, including the following:
 - Scheduled virtual meetings for City Council
 - Assisted City Councilmembers with new online or virtual meeting platforms
 - Updated staff on Emergency Orders and relayed new information to citizens
 - Maintained the same level of responsiveness and professionalism during an increase of calls and public concerns
 - Maintained productivity while operating on split schedules and work from home schedules
 - Assisted with Mayor and Council initiatives during COVID-19 including news conferences, hospital updates, and Lubbock Economic Recovery Taskforce, health department communication, and organized phone calls and written responses.

City Council

- Answered questions with regard to Emergency Orders by the Mayor and Governor as well as directed the public to a variety of resources:
- Facilitated virtual City Council meetings, individual Council member meetings, and communication with constituents and City departments in a safe, efficient, and effective manner.
- Assisted in the efforts of the City Organization in distribution of PPE to the community.
- Coordinated and facilitated the high-profile visit of Texas Governor Greg Abbott to Citizens Tower.
- Directly assisted Health Department and Communications and Marketing in reoccurring media events involving COVID-19 updates.
- Directly assisted public in scheduling vaccines and navigating Select-a-Seat reservation website.
- Planned, attended, and provided staff support at several public meetings including the following:
 - Mayor’s Community Engagement Task Force Meetings and Public Forums
 - Joyce James – Turning the Mirror Inward - Race Equity Program offered to Public
 - Leadership Lubbock Participation
 - Unified Development Code Public Meetings
 - Oath of Office Ceremony
 - Virtual Coffee with the Mayor
 - Council Priority Work Session
 - Virtual Ports to Plains Meetings
 - Both Virtual and In-person City Council Town Hall Meetings
- Provided immediate and accurate response to Citizen Inquiries regarding a variety of high-profile community issues including Sanctuary City Petition, Impact Fees, Utility Billing, in addition to COVID-19 response.
- Represented Mayor and Councilmembers at select public events.
- Edited and produced Virtual State of the City Address.
- Planned and provided staff support for committee meetings with Council representation:
 - SPAG COVID-19 Bi-weekly Update
 - Facilities Committee
 - Streets Committee
 - Future Needs Committee
 - Charter Review Committee
 - Lubbock Economic Recovery Taskforce
- Mentored, trained, and supervised six City Council Interns.

Objectives for FY 2021-22

- Represent the Mayor, City Council, and City of Lubbock in a positive, professional manner, and provide outstanding customer service.
- Ensure Mayor and City Council calendars and schedules are accurate and up-to-date, and that all required backup or supplemental resources are provided for meetings.
- Maintain, and facilitate effective communications between elected officials, constituents, and the City organization.
- Provide thorough, well-researched, and informative materials and backup information for elected officials’ meetings, projects, appointments, appearances, and requests.
- Continue recruiting, mentoring, and supervising high-quality intern support staff.
- Conduct business and office operations in an effective and efficient manner as directed by Mayor and Council utilizing all options available as the City Organization transitions from a COVID-19 business environment.

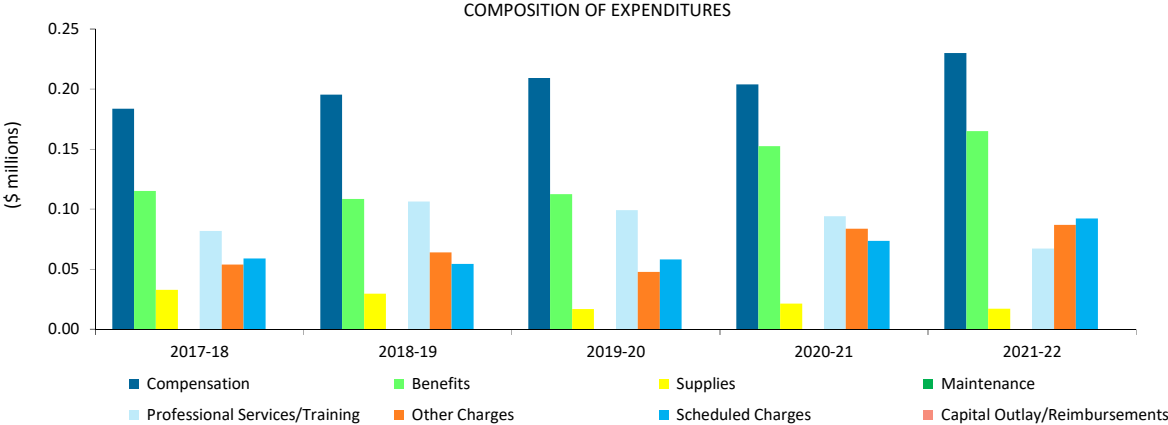
Expenditure Overview

- Total expenditures increased by \$29.8 thousand, or 4.7 percent, when compared to FY 2020-21.
- Compensation and Benefits increased \$38.7 thousand, or 10.9 percent, due to an average 4 percent compensation adjustment across all departments; increase in funding for interns; and increased health insurance costs.

City Council

- Supplies decreased \$4.1 thousand, or 19.2 percent, due to one-time expenses in prior year for move to Citizens Tower.
- Professional Services/Training decreased by \$26.8 thousand, or 28.5 percent, due to American Sign Language interpreter charges being moved to Communication/Marketing, and SPAG membership dues being moved to Non-Departmental.
- Other Charges increased by \$3.3 thousand, or 3.9 percent, due to increases in charges for special projects, training, lectures, and travel for Texas Municipal League.
- Scheduled Charges increased by \$18.7 thousand, or 25.3 percent, due to increases in charges related to information technology services, liability insurance, and postage allocations.

City Council Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 183,831	195,554	209,341	203,979	230,270	12.9
Benefits	115,364	108,535	112,589	152,603	165,041	8.2
Supplies	32,877	29,672	16,896	21,363	17,268	(19.2)
Maintenance	-	-	-	-	-	-
Professional Services/Training	81,845	106,604	99,308	94,099	67,300	(28.5)
Other Charges	53,863	64,094	47,757	83,798	87,098	3.9
Scheduled Charges	58,974	54,547	58,205	73,629	92,291	25.3
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL EXPENDITURES BY CATEGORY	\$ 526,754	559,005	544,097	629,471	659,268	4.7

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
City Council	3	3	3	3	3	-
TOTAL STAFFING	3	3	3	3	3	-

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Document, research, and appropriately communicate citizen inquiries	3,897	3,166	4,500	4,500	3,800	(15.6)
Process within 24 hours (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Organize Town Hall meetings, public appointments, meeting requests, invitations to public events	1,203	1,250	1,857	2,300	2,000	(13.0)
Process within 24 hours (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Travel arrangements	18	60	20	2	20	900.0
24 hours upon elected official's request or within 3 days pending the Council member's confirmation (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Organize Town Hall meetings, public forums, State of the City address, and other public engagements	51	60	60	25	40	60.0
Finalize arrangements within 5 working days prior to the meeting (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Deliveries (agenda books, elected official requests, items for City business)	125	184	220	220	200	(9.1)
Same day or within 24 hours if appropriate (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Prepare proclamations, special recognitions, certificates, speeches, talking points, and correspondence	551	1,200	550	500	800	60.0
24 hours upon elected official's request, otherwise within 5 days prior to presentation deadline (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-

City Council Overview

FULL-TIME POSITIONS	
Assistant to the City Council	1
Assistant to the Mayor	1
Chief of Staff	<u>1</u>
TOTAL FULL-TIME POSITIONS	<u>3</u>

City Manager

Mission and Purpose

Provide professional leadership and day-to-day operation of the City. Implement policies established by the City Council with a specific focus on public safety, basic services, fiscal discipline, and adopted City Council goals. The City Manager provides the following services:

- Implement City Council goals and approved policies.
- Operate the organization in accordance with the adopted budget and advise the City Council on the financial condition, administrative activities, and future needs of the City.
- Ensure that laws and ordinances are enforced.
- Continue to focus on efficient and effective management and operations of City departments with specific emphasis on fiscal management and policies that serve to both provide for the needs of the community and ensure that public funds are managed for both short- and long-term benefit of the community.
- Prepare, implement, and manage the Annual Operating Budget and Capital Program.
- Communicate effectively with the community and City employees.
- Act as the link between the City Council and City departments.
- Work with the Mayor and the City Council to accomplish their goals for the continued development of Lubbock.

Goals and Objectives

- Implement City Council policies in an efficient and effective manner.
- Promote a safe and secure work environment for City employees.
- Maintain a healthy financial position, including the maintenance of appropriate reserve levels.
- Develop strong relationships with financial rating agencies to communicate the financial position of the City and maintain or improve the City's bond ratings.
- Provide efficient and effective public safety services.
- Ensure a long-term water supply and improve the wastewater collection and treatment systems to work toward additional reuse of treated effluent.
- Examine strategic opportunities to improve the long-term outlook of the organization.
- Ensure that the City organization is prepared for emergency situations.
- Continue accountability efficiency changes in development services activities; implement best practices in those same areas.
- Attend community meetings and public events.
- Provide the Mayor and the City Council with professional and comprehensive support in examining and analyzing issues of importance.
- Compile the City Council Agenda for all City Council meetings.
- Manage Internal Service Departments, including Fleet Services, Information Technology, Print Shop, and Warehouse to continue to provide:
 - Properly maintained City vehicles
 - Upgrades to existing technologies
 - Risk Management and Health Benefits
 - Competitive health benefits programs for City employees and their families
 - A safe and healthy environment through insurance products, programs, and policies
 - A positive and productive environment for employees

Accomplishments for FY 2020-21

- Continued to support Council strategic planning efforts.
- Supported and implemented Council goals.
- Continued to identify areas of strategic study and evaluated for implementation.
- Continued to improve and expand performance based accountability metrics.
- Reviewed and began implementing changes to human resource management policy and procedure.
- Started recruitment and search for a new Director of Human Resources.

City Manager

- Continued to provide training and resources to senior management to allow them to increase their leadership capacity and effectiveness.
- Supported the work of the Comprehensive Plan Oversight Committee as they implement proposed change identified in the Plan Lubbock 2040 Comprehensive Plan.
- Supported efforts to complete the Comprehensive Operational Analysis for the local transit system.
- Continued process of completing the Unified Development Code.
- Continued to identify and evaluate efforts regarding strategic water supply and reuse alternatives.
- Continued to grow a culture that will allow the organization, as a whole, to emphasize customer service as services are delivered.
- Worked to increase more employee engagement activities.
- Supported efforts of the Public Health Department as they worked to respond to the COVID-19 pandemic.
- Moved into Citizens Tower leaving vacant the previous City Hall and the Lubbock Business Center.
- Identified and evaluated efforts regarding strategic water supply options and reuse alternatives.
- Continued to build a culture that will foster the delivery of excellent customer service throughout the organization.
- Increased emergency management capabilities; hired new Director of Emergency Management and Deputy of Emergency Management.

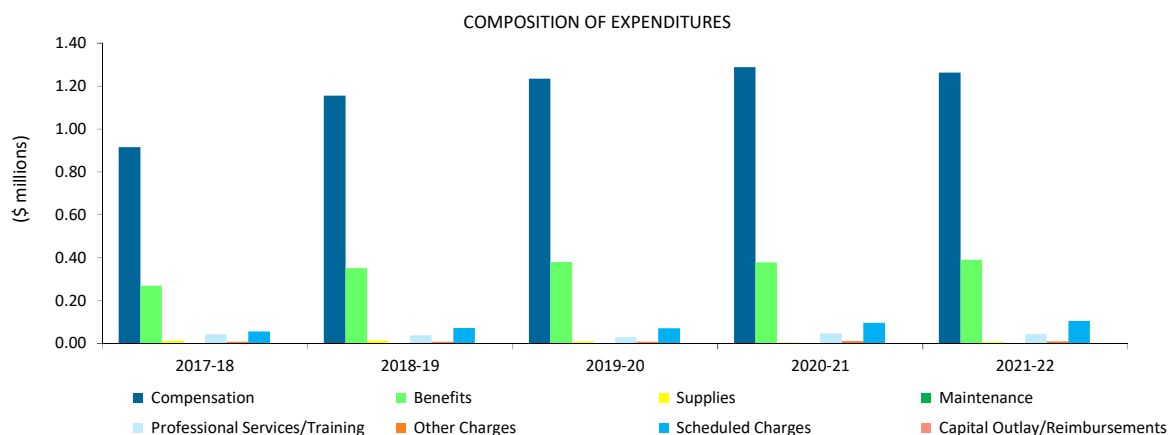
Objectives for FY 2021-22

- Continue to support Council goals and adjust as new priorities are identified.
- Support Council strategic planning efforts.
- Continue to evaluate strategic planning opportunities and study when applicable.
- Continue to improve and expand performance based accountability metrics.
- Continue to provide training and resources to senior management to allow them to increase their leadership capacity and effectiveness.
- Support the work of the Comprehensive Plan Oversight Committee as they implement proposed changes identified in the Plan Lubbock 2040 Comprehensive Plan.
- Continue process of completing the Unified Development Code.
- Continue to identify and evaluate efforts regarding strategic water supply and reuse alternatives.
- Continue to grow a culture that will allow the organization, as a whole, to emphasize customer service as services are delivered.
- Increase employee engagement activities.
- Continue to monitor and respond to any Public Health needs that may arise.
- Continue to mesh efforts of the Office of Emergency Management with those of other city departments and local and state partners.

Expenditure Overview

- Total expenditures decreased by \$6.6 thousand, or 0.4 percent, when compared to FY 2020-21.
- Compensation and Benefits decreased by \$15.0 thousand, or 0.9 percent, due to not budgeting terminal pay for FY 2021-22, offset by an average 4 percent compensation adjustment across all departments, and increased health insurance costs.
- Supplies increased by \$3.6 thousand, or 70.6 percent, due to increased office supplies when compared to FY 2020-21.
- Professional Services/Training decreased by \$3.2 thousand, or 6.8 percent, due to decreases in training, travel, and professional dues.
- Other Charges decreased by \$1.2 thousand, or 10.9 percent, due to decreased expense allowance.
- Scheduled Charges increased by \$9.2 thousand, or 9.6 percent, due to increased information technology services and liability insurance.

City Manager Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 915,496	1,155,626	1,234,946	1,289,047	1,262,840	(2.0)
Benefits	268,990	352,211	379,201	378,808	389,990	3.0
Supplies	12,392	13,716	9,500	5,141	8,768	70.6
Maintenance	-	-	-	-	-	-
Professional Services/Training	42,572	37,659	29,141	46,800	43,600	(6.8)
Other Charges	8,037	8,474	8,252	11,000	9,800	(10.9)
Scheduled Charges	55,593	72,797	70,865	95,747	104,946	9.6
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL EXPENDITURES BY CATEGORY	\$ 1,303,079	1,640,482	1,731,906	1,826,543	1,819,944	(0.4)

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
City Manager	9	9	9	9	9	-
TOTAL STAFFING	9	9	9	9	9	-

FULL-TIME POSITIONS

Administrative Asst	1
Asst. City Mgr - Community Svcs	1
Asst. City Mgr - Development Svcs	1
Chief Information Officer/ACM	1
Chief of Staff	1
City Manager	1
Deputy City Manager	1
Management Assistant	2
TOTAL FULL-TIME POSITIONS	9

City Secretary

Mission and Purpose

Ensure order and continuity in the municipal legislative process and preserve the integrity of the City's historical records.

The City Secretary provides the following services:

- Administer permits.
- Provide City Council support and prepare documents.
- Coordinate board and commission appointments.
- Administer City elections.
- Maintain the records management system.
- Oversee claims, research, legal publications, and appeals.
- Maintain vital statistics for birth and death records.

Goals and Objectives

- Provide continuity for City government by recording legislative actions, both contemporary and archival, and serve as the historian for the City.
- Improve public access to municipal records.
- Enhance the public's participation in municipal government processes through board or commission service.
- Perform the administrative tasks for City elections.
- Serve as the repository for documents related to Title 15 of the Election Code.
- Secure and preserve municipal election documents and outcomes thereof.
- Provide daily assistance to internal and external customers.
- Maintain the security of municipal birth and death records.
- Process a variety of permit applications including but not limited to right-of-way, recreation, vehicle, and charitable, in a timely manner.

Accomplishments for FY 2020-21

- Administered the November 3, 2020, General Election for the City of Lubbock.
- Administered the May 1, 2021 Special Election – Measure. This is a result of a Citizen Petition Initiative to adopt an ordinance to ban abortions in the city of Lubbock, and make Lubbock a sanctuary city for the unborn.
- Conducted all required processes related to the filing of a citizen initiative petition. This includes petition review/verification; communication with initiating committee; agenda write-ups and submittals; and information on website. There were 5,109 signatures reviewed; 583 were disqualified; and 4,526 signatures were validated as a "qualified".
- Published the 2020 Annual Boards/Commissions Report.
- Supported Appointments Advisory Board, Charter Review Committee, and Permit License and Appeal Board.
- Conducted Board/Commission Staff Liaison Training and Records Management Training via Zoom for City staff.
- Made the City of Lubbock website Live with all Ordinances on the City website.
- Mailed out letters to 246 congregations to set the 2021 City Council schedule for leading the invocation at the regularly scheduled City Council meetings.
- Initiated the process of Redistricting for the City of Lubbock in a joint effort with Lubbock County and Lubbock Independent School District.
- Acknowledgement of Paternity Certification for seven employees.
- Issued approximately 214 permits (right-of-way, recreation, vehicle, and charitable), 1,507 game decals, 5,256 birth records, 4,099 death records, and 711 burial transit permits.

Objectives for FY 2021-22

- Increase number of department users for the electronic Records Management System, and develop corresponding workflows for each department.
- Publish the 2021 Annual Boards/Commissions Report.

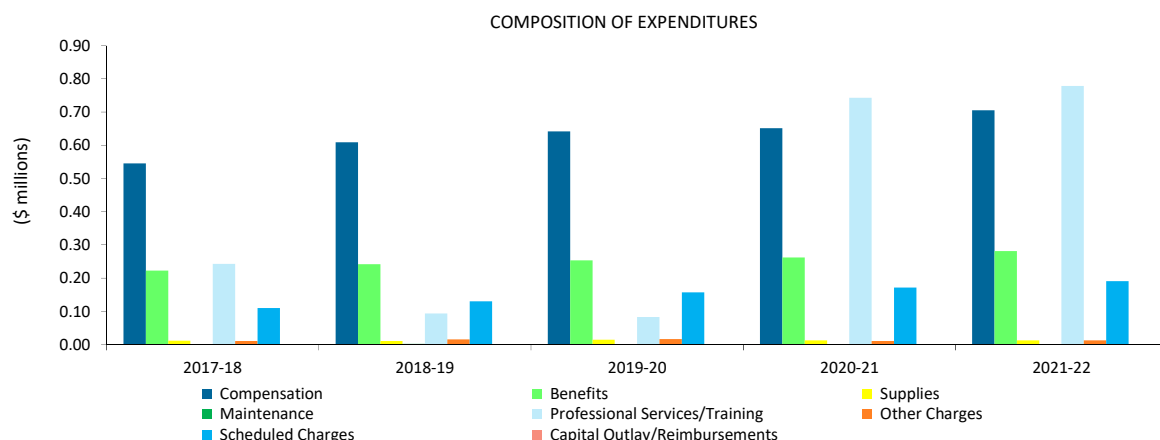
City Secretary

- Conduct Board/Commission Staff Liaison Training and Records Management Training for City staff.
- Email Policy and Procedures.
- Records Disaster Recovery Plan
- Conduct General Election and associated Runoff Elections.

Expenditure Overview

- Total expenditures increased by \$130,622, or 7.0 percent, when compared to FY 2020-21.
- Compensation and Benefits increased by \$73.7 thousand, or 8.1 percent, due to an average 4 percent compensation adjustment across all departments; the addition of one Deputy Registrar; increased workers compensation and health insurance costs; and increased overtime.
- Professional Services/Training increased \$35,830, or 4.8 percent, due to increased election expenses.
- Other Charges increased by \$2.1 thousand, or 18.6 percent, due to increases for an additional credit card machine, and replacement of desktop computers.
- Scheduled Charges increased by \$19.0 thousand, or 11.0 percent, due to increases in charges related to information technology services, liability insurance, and postage allocations.

City Secretary Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 545,487	608,844	641,496	651,430	705,486	8.3
Benefits	223,478	242,586	253,772	262,102	281,710	7.5
Supplies	12,511	10,770	14,655	13,141	13,268	1.0
Maintenance	1,344	2,266	-	1,690	1,690	-
Professional Services/Training	243,281	93,910	83,660	742,762	778,592	4.8
Other Charges	10,964	16,232	16,495	11,025	13,075	18.6
Scheduled Charges	110,642	130,193	157,479	171,858	190,809	11.0
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL EXPENDITURES BY CATEGORY	\$ 1,147,707	1,104,801	1,167,558	1,854,008	1,984,630	7.0

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
City Secretary	9	10	10	10	10	-
TOTAL STAFFING	9	10	10	10	10	-

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Records Management Liaison Training	2	2	2	2	2	-
Boards & Commissions Staff Liaison Training	2	2	2	2	2	-
Ordinances/Resolutions Processed	703	815	666	525	525	-
Return to department within 2 workdays after receipt of completed documents (Goal 98%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Legal Notices Published	253	268	265	260	260	-
Submit no later than Thursday following Council meeting (Goal 98%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
City Council Minutes	52	62	77	77	77	-
Submit for approval no later than 2 meetings after respective Council (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Recreational Street Use Permits/Noise Permits/Carnival Permits	235	270	150	225	225	-
Issue permit no later than 1 day after final approval; or same day late event (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Charitable Permits	73	62	49	49	49	-
Issue permit no later than 1 week receipt of completed application (Goal 95%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Vehicle for Hire Permits	9	6	4	4	4	-
Issue permit within 1 week of receipt of completed application (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-

City Secretary Overview

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Non-Consent Tow Truck Permits	7	7	5	6	6	-
Issue permit within 2 weeks of receipt of completed application (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Transfer Ambulance Permits	4	3	4	4	4	-
Issue permit within 30 days of receipt of completed application (Goal 95%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Mobile Billboard Permits	4	3	2	2	2	-
Issue permit within 1 week of completed application (Goal 95%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Game Room - Operating Permits	50	46	25	16	16	-
Issue permit within 1 business day of receipt of all approvals (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Game Room - Decals	2,754	2,482	1,507	1,507	1,507	-
Issue decals within 1 business day of receipt of approval (s) (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Records Destruction Approval Requests from Departments	154	540	309	309	309	-
Process within 1 week of receipt (Goal 98%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Vital Statistics - Birth Records Filed	5,306	5,566	5,256	5,500	5,500	-
File within 5 days of receipt (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Vital Statistics - Death Records Filed	3,615	3,513	4,099	4,000	4,000	-
File within 10 days of receipt (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Vital Statistics - Medical Amendments Filed	396	486	618	500	500	-
File within 10 days of receipt (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Vital Statistics - Acknowledgement of Paternity Filed	40	23	25	25	25	-
File within 1 day of receipt (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
FULL-TIME POSITIONS						
City Secretary	1					
Deputy City Secretary	1					
Deputy Registrar	2					
Management Assistant	3					
Records Management Administrator	1					
Sr Deputy Registrar	1					
Vital Statistics Coordinator	1					
TOTAL FULL-TIME POSITIONS	10					

Facilities Management

Mission and Purpose

Maintain and construct efficient, safe, and secure facilities for City employees and citizens.

The Facilities Department provides the following services:

- Maintain City facilities through the management of custodial services, minor renovations, heating, ventilation, and air conditioning (HVAC) maintenance, and demolitions.
- Conduct environmental inspections for City facilities.
- Oversee compliance with boiler and elevator State regulations.
- Ensure that Capital Improvement Projects involving City facilities are completed on-time and within budget while striving to operate City facilities in a manner that is cost-efficient and ecologically aware.

Goals and Objectives

- Manage Capital Improvement Projects associated with City facilities.
- Evaluate, maintain, and ensure proper operation of City owned facilities.

Accomplishments for FY 2020-2021

- Efficiently managed \$65 million in Capital Improvement Projects
- Public Safety Improvements
 - (3) Police Department Patrol Division Stations
 - Construction in progress
 - Target occupancies August 2021, September 2021 & October 2021.
 - Municipal Courts Facility
 - Design documents completed
 - Construction in progress
 - Target occupancy February 2022
 - Police Department Headquarters
 - Design documents completed
 - Construction in progress
 - Target occupancy January 2023
 - Police Department Warehouse / Crime Lab
 - Design in progress
 - Municipal Parking Garage
 - Design documents completed
 - Construction in progress
 - Target occupancy September 2021
 - Public Health and Community Development Facility
 - Procured property
 - Procured Architectural / Engineering design services
- Garden and Arts Exterior Renovation
 - Procuring General Contractor
 - Target start August 2021
- LP&L GIS Addition
 - Construction in progress
 - Target occupancy September 2021
- Maintained City facilities in a proactive, cost effective manner.
- Directly managed approximately 150 Job Order Contract projects and/or single discipline projects including:
 - Fire Station #10 - main restroom floor rehabilitation and new counter tops.
 - Fire Station #2 – south concrete driveway.
 - Lubbock Animal Shelter - exam room renovation, kennel repair, and walk-in freezer floor repair.

Facilities Management

- Directly performed or managed 100 environmental inspections/activities on City-owned or operated facilities including:
 - Assisted Code Enforcement in the abatement and cleanup of a portion of the Coronado Apartments complex.
 - Conducted asbestos surveys of the Lubbock Business Center, future Municipal Courts Facility and future Public Health Facility.
 - COVID-19 Response for City employees and citizens.
 - City staff self-performed over 60 disinfections of City facilities during the COVID-19 pandemic, saving approximately \$116,000.
 - Managed over 90 disinfections of City facilities during the COVID-19 pandemic using outside vendors.
 - Developed unique strategies at several City facilities to implement social distancing.
 - Installed hand sanitizers, thermometers and protective customer shields in City facilities.

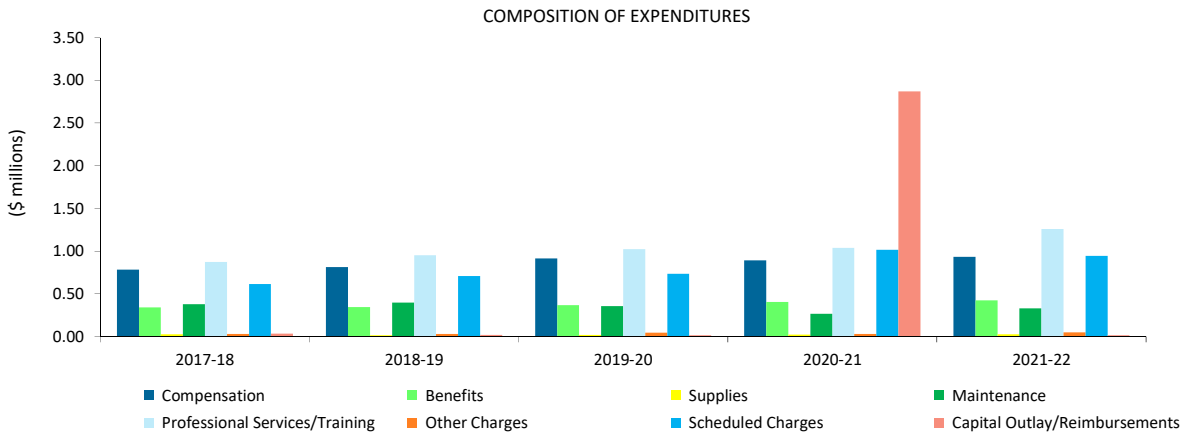
Objectives for FY 2021-2022

- Complete construction, furnish and move into the Municipal Court Facility.
- Complete design of Police warehouse/crime lab and begin construction.
- Complete design of Public Health & Community Development Facility.

Expenditure Overview

- Total expenditures decreased by \$2.6 million, or 39.0 percent, when compared to FY 2020-21.
- Compensation and Benefits increased by \$60.4 thousand, or 4.7 percent, due to an average 4 percent compensation adjustment across all departments, increased health insurance costs, and increased terminal pay.
- Supplies increased by \$810, or 3.1 percent, due to increased office supplies and fuel, offset by decreased education and chemical supplies, and small tools.
- Maintenance increased by \$64.0 thousand, or 23.9 percent, due to increased maintenance and repair for elevators, City facilities and HVAC systems, excluding the Airport and Civic Center.
- Professional Services and Training increased by \$221.3 thousand, or 21.3 percent, due to increased contracted services for onsite security services, high rise window cleaning, and custodial services for additional buildings: three police substations, municipal court, and parking garage.
- Other Charges increased by \$18.9 thousand, or 55.8 percent, due to the lease agreement with Experience Life Church for use of parking area.
- Schedule Charges decreased by \$67.7 thousand, or 6.7 percent, due to decreased property insurance and electric costs, offset by increases to natural gas, information technology services, and liability insurance.
- Capital Outlay/Reimbursements decreased by \$2.9 million, or 99.3 percent, due to the repair of the water damage to Citizens Tower and the Utility Billing Center occurring in the prior year.

Facilities Management Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 785,586	813,506	914,313	891,705	933,999	4.7
Benefits	342,526	347,484	368,598	406,000	424,145	4.5
Supplies	29,837	18,696	21,340	26,064	26,874	3.1
Maintenance	381,227	397,817	357,853	267,311	331,301	23.9
Professional Services/Training	875,954	954,285	1,025,903	1,040,224	1,261,486	21.3
Other Charges	31,811	32,623	46,740	33,900	52,800	55.8
Scheduled Charges	615,963	709,941	738,056	1,015,559	947,832	(6.7)
Capital Outlay/Reimbursements	35,961	21,466	18,099	2,871,401	18,972	(99.3)
TOTAL EXPENDITURES BY CATEGORY	\$ 3,098,866	3,295,819	3,490,903	6,552,164	3,997,409	(39.0)

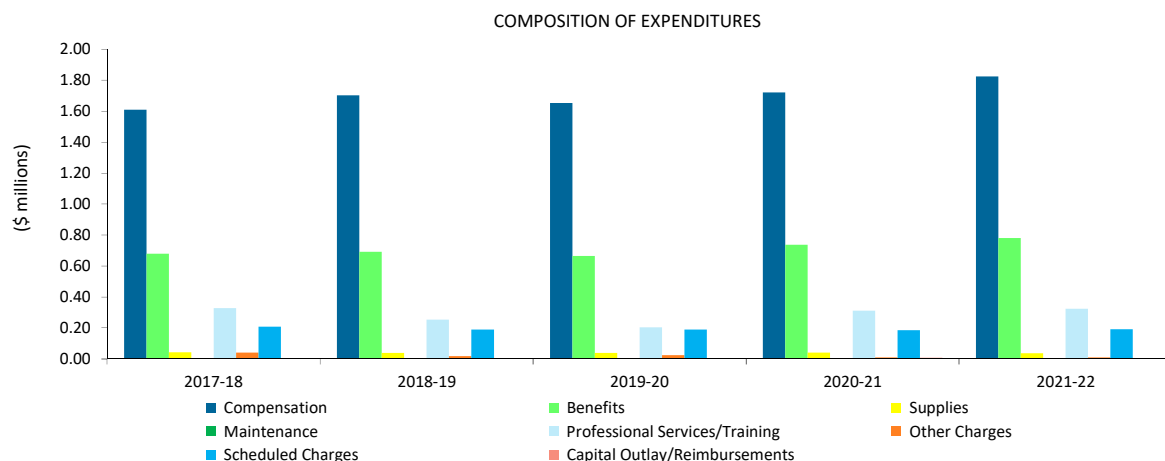
STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Facilities Management	17	17	17	17	17	-
TOTAL STAFFING	17	17	17	17	17	-

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Service Metrics						
Total facilities operated (square foot)	3,489,372	3,512,972	3,493,596	3,493,596	3,549,596	1.6
Custodial complaints	72	120	125	115	100	(13.0)
Environmental inspections	74	145	130	300	250	(16.7)
Capital Improvement Projects	73	75	65	60	60	-
Job Order Contract Projects	206	225	200	150	150	-
Single Discipline Contract Projects	108	150	175	175	175	-
Performance Metrics						
Completion of normal work requests within one eight-hour shift (Goal 90%)	90.0%	90.0%	90.0%	90.0%	90.0%	-
Emergency call responses within 30 minutes or less (Goal 95%)	95.0%	95.0%	95.0%	95.0%	95.0%	-

FULL-TIME POSITIONS	
Administrative Asst	1
Asbestos Coordinator	1
Asst Dir Facilities	1
Bldg Maint Tech I	5
Bldg Maint Tech II	2
Bldg Maint Tech Leader	1
Director of Facilities	1
Facilities Maintenance Supvr	1
Project Manager	3
Senior Construction Project Mgr	1
TOTAL FULL-TIME POSITIONS	17



Finance Overview



EXPENDITURES BY CATEGORY	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 1,611,678	1,703,139	1,653,619	1,722,577	1,826,474	6.0
Benefits	681,262	693,212	665,957	737,581	782,411	6.1
Supplies	43,453	39,054	39,722	40,651	38,436	(5.4)
Maintenance	163	-	-	-	-	-
Professional Services/Training	327,998	254,033	204,532	312,707	324,196	3.7
Other Charges	40,644	17,940	24,566	11,061	10,561	(4.5)
Scheduled Charges	209,563	191,088	191,332	186,688	192,060	2.9
Capital Outlay/Reimbursements	-	-	-	8,000	7,400	(7.5)
TOTAL EXPENDITURES BY CATEGORY	\$ 2,914,760	2,898,465	2,779,728	3,019,265	3,181,538	5.4

EXPENDITURES BY DEPARTMENT	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Accounting	\$ 1,723,853	1,676,119	1,627,063	1,724,071	1,826,813	6.0
Financial Planning & Analysis	625,815	606,232	592,833	675,274	695,092	2.9
Purchasing	565,092	616,114	559,832	619,920	659,633	6.4
TOTAL EXPENDITURES BY DEPARTMENT	\$ 2,914,760	2,898,465	2,779,728	3,019,265	3,181,538	5.4

STAFFING	Actual	Actual	Actual	Budget	Budget	Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Accounting	16	16	16	16	16	-
Financial Planning & Analysis	7	7	7	7	7	-
Purchasing	8	8	8	8	8	-
TOTAL STAFFING	31	31	31	31	31	-



Accounting

Mission and Purpose

Manage the City's finances by recording and measuring financial activities in the Comprehensive Annual Financial Report (CAFR). The Accounting Department provides the following services:

Provide accounting services that are high-quality, responsive, timely, cost effective, and that comply with legal and authoritative guidelines, i.e. Generally Accepted Accounting Principles, Governmental Accounting Standards Board (GASB), and the Texas Local Government Code.

Goals and Objectives

- Assist departments in improving cash receipts controls, provide credit card training, and evaluate City department operations.
- Manage City-wide grants from a financial and managerial aspect.
- Perform administrative tasks for the City payroll, purchasing card, merchant services, bank depository, and accounts payable.

Accomplishments for FY 2020-21

- Received Governmental Finance Officers Certificate of Achievement for Excellence in Financial Reporting and Popular Annual Financial Reporting.
- Conducted 17 payroll training sessions for payroll clerks.
- Conducted five cash management training sessions before transitioning to web-based cash management training.
- Increased the City's purchasing card rebate by 12.3 percent from comparative periods' prior year.
- Paperless purchasing card process implemented with a portion of the Police department.
- Submitted annual report on Hotel Occupancy Revenue to the Comptroller of Public Accounts.
- Assisted departments with tracking labor, supplies and equipment purchases related to COVID-19 response.
- Assisted with interpretation of COVID-19 grant funding requirements and implementation.
- Cooperation with and reporting to state agencies on CRF funding of \$14.1 million within 6 months.
- Assistance and reporting on various CARES Act grants totaling \$23.9 million.
- Successful completion with no findings of Single Audit reviews for CARES Act funding, which had new compliance requirements.
- Reporting and financial management for 14 newly acquired health and police grants in addition to 58 yearly awards and 12 CARES Act awards for a total of 84.

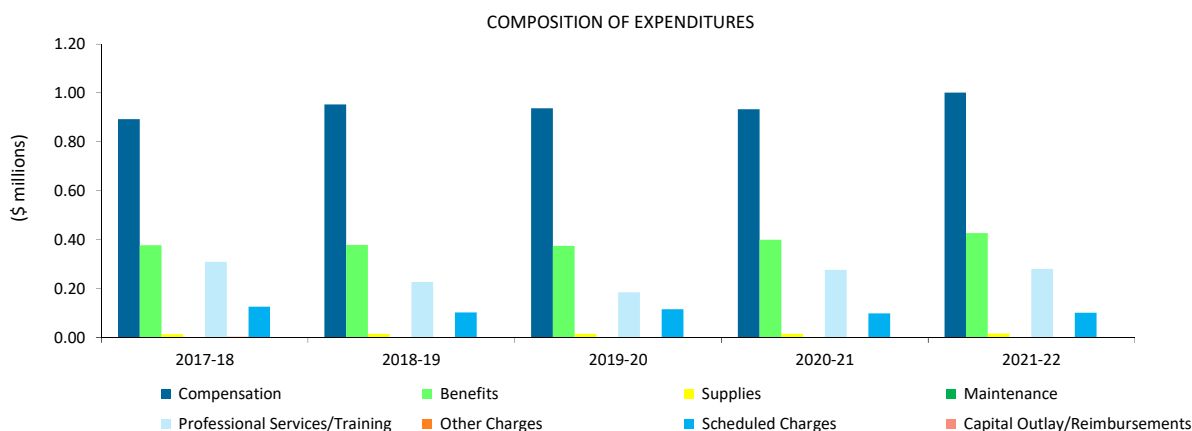
Objectives for FY 2021-22

- Implement payroll time-keeping system.
- Provide assistance to Lubbock Power and Light in their transmission cost of service filing with the Public Utility Commission.
- Implement paperless purchasing card process for all cardholders.
- Implement a yearly grant training program and newsletter.
- Produce travel training video.
- Implement GASB 87, Leases.
- Research implementation of new Enterprise Resource Planning (ERP) system.
- Implement process for electronic storage for Accounts Payable records.

Expenditure Overview

- Total expenditures increased by \$102.7 thousand, or 6 percent, when compared to FY 2020-21.
- Compensation and Benefits increased \$96 thousand or 7.2 percent, due to an average 4 percent compensation adjustment across all departments and increased health insurance costs.
- Professional Services/Training increased \$4.2 thousand, or 1.5 percent, due to increases in an audit contract and credit card charges.
- Scheduled charges increased \$2.4 thousand, or 2.4 percent, due to increased liability insurance.

Accounting Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 893,813	953,370	937,404	934,382	1,002,355	7.3
Benefits	377,712	378,504	374,987	398,987	427,058	7.0
Supplies	13,519	14,775	14,024	15,073	15,200	0.8
Maintenance	163	-	-	-	-	-
Professional Services/Training	309,205	226,560	185,007	276,335	280,516	1.5
Other Charges	3,287	491	372	361	361	-
Scheduled Charges	126,154	102,419	115,268	98,933	101,323	2.4
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL EXPENDITURES BY CATEGORY	\$ 1,723,853	1,676,119	1,627,063	1,724,071	1,826,813	6.0

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Accounting	16	16	16	16	16	-
TOTAL STAFFING	16	16	16	16	16	-

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Performance Metrics						
Month end closed within 10 business days of month	95.0%	92.0%	95.0%	95.0%	95.0%	-
Comprehensive Annual Financial Report (CAFR) by 2nd Council Meeting in February	2/19	2/20	2/21	2/22	2/23	-
GFOA Certificate Awarded	Yes	Yes	Applied	Will Apply	Will Apply	-
Issue interim reports before 25th of following month (%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Complete bank recons within 30 days of month end (%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Procurement card rebates (dollar amounts)	67,626	163,140	182,940	185,000	186,000	0.5
Service Metrics						
Reporting funds (number)	46	46	47	47	47	-
Vendor ACH payments (number)	1,906	2,806	3,201	3,400	3,500	2.9
Procurement Card Transactions (number)	33,118	34,316	30,250	31,000	32,000	3.2
1099's issued (number)	258	226	279	285	300	5.3

Accounting Overview

FULL-TIME POSITIONS	
Account Clerk	1
Accounting Manager	2
Bookkeeper	2
Chief Financial Officer	1
Credit Compliance Specialist	1
Director of Accounting	1
Payroll Technician	2
Senior Accountant	4
Senior Bookkeeper	2
TOTAL FULL-TIME POSITIONS	<u>16</u>

Financial Planning & Analysis

Mission and Purpose

Manage the City's budget and ensure efficient use of City resources, support management by providing a global perspective of City operations through research, analysis, and evaluation, and administer and manage the Tax Abatement Program, and finances for the Tax Increment Reinvestment Zones and Public Improvement Districts.

Goals and Objectives

- Provide timely monthly financial reports to Management and City Council.
- Prepare a fiscally responsible balanced budget annually to ensure the efficient use of resources across the organization.
- Monitor and amend yearly budgets as necessary.
- Manage and monitor municipal utility financial models in order to provide the lowest cost service to citizens.
- Manage and monitor General Fund financial model.
- Provide assistance to Public Improvement District Boards by providing financial information and assisting in the preparation of the annual service plan.
- Provide long-term planning and financial modeling for Tax Increment Reinvestment Zone Boards to ensure the most efficient use of funds.
- Provide long-term financial plans and analytics to Management and City Council.
- Provide assistance to all City departments related to budget and other financial issues.
- Manage OpenGov Software updates and use across the city.

Accomplishments for FY 2020-21

- Received the Government Finance Officers Association Distinguished Budget Presentation Award for the FY 2020-21 Budget document.
- Completed the annual budget and capital program and presented to the City Council for adoption, meeting all statutory deadlines and requirements.
- Updated and revised all financial models to provide accurate revenue and expense projections in order to adopt appropriate rates on all municipal utilities.
- Provided financial forecasting to management and the City Council to assist in decision-making.
- Prepared Management reports for the City Council and Management.
- Updated and maintained economic and demographic information for internal use and for the City's website.
- Submitted the annual report on the Tax Increment Financing Districts to the Comptroller of Public Accounts and other taxing jurisdictions by the statutory deadline.
- Submitted 2021 reports on all Special Districts on the Comptroller of Public Accounts Special Districts database.
- Provided financial modeling to assist Tax Increment Reinvestment Zone Boards in preparing the budget and capital plan and all financial planning and reporting.
- Worked on transitioning the Public Improvement Districts to Business Development and managed the financial affairs of the PID including providing quarterly financial reports.

Objectives for FY 2021-22

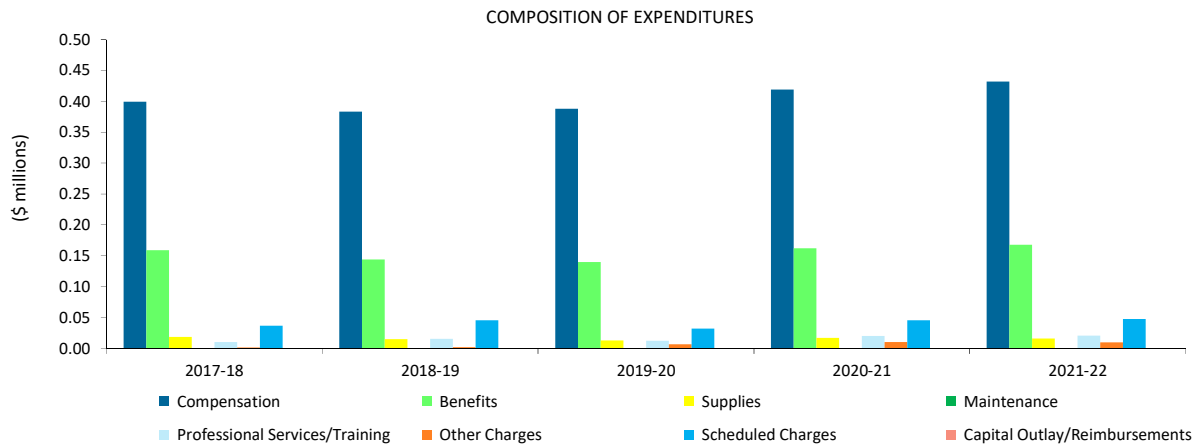
- Obtain the GFOA Distinguished Budget Presentation Award for the FY 2021-22 Budget document.
- Continue the implementation of all modules of OpenGov across the city, the creation of reporting and dashboards and assist in monitoring and completion of annual budgets.
- Provide timely monthly financial reports to Management and the City Council.
- Create a budget-in-brief as a summary of the annual budget to provide to citizens and Management.
- Monitor the budget to provide timely information to the City Manager and Management on any necessary changes required due to changes in revenue or expenses.
- Provide financial management support to the Public Improvement District and Tax Increment Reinvestment Zone Boards.
- Continue moving toward a fully self-funded fleet.
- Continue fee revenue analysis and evaluation for all departments.

Financial Planning & Analysis

Expenditure Overview

- Total expenditures increased by \$19.8 thousand, or 2.9 percent, when compared to FY 2020-21
- Compensation and Benefits increased \$18.4 thousand, or 3.2 percent, due to an average 4 percent compensation adjustment across all departments and increased health insurance costs.
- Scheduled charges increased \$2.1 thousand, or 4.6 percent, due to increases in liability insurance.

Financial Planning & Analysis Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 399,384	383,514	388,432	419,444	432,300	3.1
Benefits	159,062	144,174	140,133	162,265	167,852	3.4
Supplies	18,670	14,821	12,846	17,141	16,268	(5.1)
Maintenance	-	-	-	-	-	-
Professional Services/Training	10,178	15,819	12,323	20,204	20,750	2.7
Other Charges	1,578	2,172	6,898	10,400	10,000	(3.8)
Scheduled Charges	36,943	45,733	32,200	45,820	47,922	4.6
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL EXPENDITURES BY CATEGORY	\$ 625,815	606,232	592,833	675,274	695,092	2.9

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Financial Planning & Analysis	7	7	7	7	7	-
TOTAL STAFFING	7	7	7	7	7	-

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Service Metrics						
Budget Amendments submitted to City Council for Approval	27	27	33	45	30	(33.3)
Fee Review Project - Departments that fees have been reviewed	2	2	2	5	7	40.0
Capital projects closed annually	48	75	100	60	100	66.7
Capital projects reconciled	20	15	30	100	30	-
No. of Capital Projects Financially Managed	203	201	211	225	229	1.8
PID Maintenance Contracts Managed	3	3	4	5	0	(100.0)
PID Financial Reports prepared	10	16	16	13	14	7.7
TIF Financial Reports prepared	10	7	7	6	10	66.7
TIF Development Agreements	2	2	0	0	0	-
Performance Metrics						
GFOA Distinguished Budget Award	Yes	Yes	Yes	Yes	Yes	-
Complete monthly reports within 15 working days after month closes (Goal 95%)	50.0%	90.0%	90.0%	95.0%	100.0%	-
Complete annual budget by deadline (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Close capital projects within 30 days of receiving signed closure memo from department (Goal 100%)	85.0%	100.0%	100.0%	100.0%	100.0%	-
Budget amendments entered into E1 within a week of receiving executed ordinance from City Secretary's Office (Goal 100%)	90.0%	90.0%	90.0%	95.0%	100.0%	5.3

Financial Planning & Analysis Overview

FULL-TIME POSITIONS	
Asistant Director of FP&A	1
Capital Program Finance Manager	1
Director of Financial Planning & Analysis	1
Financial Analyst I	1
Financial Analyst III	1
Senior Financial Analyst	1
Special District & Budget Coordinator	1
TOTAL FULL-TIME POSITIONS	<u>7</u>

Purchasing

Mission and Purpose

The Purchasing Department exercises fiscal stewardship through effective and efficient procurement of goods and services in a fair, transparent and timely manner. The Purchasing Department provides the following services:

- Issue all required Invitations to Bid, Request for Proposals, Request for Qualifications and pre-bid services to procure necessary goods and services.
- Serve as single point of contact for vendors, supplies, and bidders seeking to conduct business with the City.
- Monitor procedures to ensure compliance with local, state, and federal laws and regulations, sound internal controls, and professional procurement principals. Research and guidance to ensure that goods and services provide the best value to the City and the residents of Lubbock.

Goals and Objectives

- Solicit competitive bids and proposals for construction projects and good and services.
- Review and determine contract modification impacts.
- Promote participation in the competitive bid process from Disadvantaged Business Enterprises, Minority- and Women-owned Business Enterprises, and local businesses.
- Train and mentor City personnel in procurement policies and procedures.
- Maintain internal controls through the contract management program.
- Coordinate procurement activities with the City departments, vendors and outside agencies.

Accomplishments for FY 2020-2021

- Processed 301 request for goods and services through EnerGov.
- Conducted Purchasing training 101 and provided EnerGov refresher for 39 city employees utilizing Zoom.
- Updated the Purchasing training manual.
- Due to COVID-19, no Auctions were conducted. Conducted a massive clean out of the Old City Hall that included organizing the transfer of surplus furniture to Departments.
- Participated in Texas Association of School Boards Purchasing Cooperative rebate program, total rebate was approximately \$26,567.00
- Conducted 107 solicitations through the Bids/RFP or RFQ process, which were viewed by 5754 vendors.
- Renewed 172 term contracts and issued 10 contracts under \$50,000.00.
- Submitted resolutions to Council for approval of two Intergovernmental Cooperative Purchasing Agreements one with the State of Oklahoma's Office of Management Enterprise Services (OMES) and the other with the Harris County Department of Education (HCDE). Cooperatives save money in two primary fashions: the price of the products and in the administrative cost savings from eliminating a formal bid/proposal process.

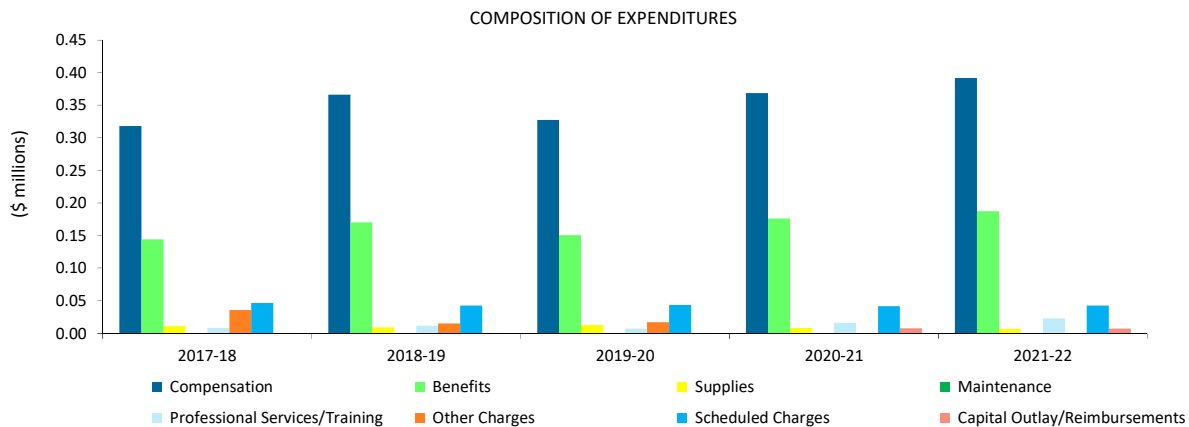
Objectives for FY 2021-22

- Continue evaluating processes for efficiency and improvements.
- Monitor and review federal, state and local rules and regulations to stay in compliance.
- Increase opportunities for Minority and Small Business Enterprise to participate in the bid process.
- Increase opportunities to utilize Interlocal Agreement to reduce administrative cost, the cost of goods and services.
- Conduct Procurement Training 101 and EnerGov refresher for City employees.
- To implement the workflow utilizing EnerGov to process Direct Payment Requests (DPR's).

Expenditure Overview

- Total expenditures increased by \$39.7 thousand, or 6.4 percent, when compared to FY 2020-21
- Compensation and Benefits increased \$34.2 thousand, or 6.3 percent, due to an average 4 percent compensation adjustment across all departments and increased health insurance costs.
- Supplies decreased \$1.5 thousand, or 17.4 percent, based on current and historical spending.
- Professional Services/Training increased \$6.8 thousand, or 41.8 percent, due to new Bonfire software purchase.

Purchasing Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 318,481	366,255	327,782	368,751	391,819	6.3
Benefits	144,488	170,534	150,838	176,329	187,501	6.3
Supplies	11,265	9,458	12,852	8,437	6,968	(17.4)
Maintenance	-	-	-	-	-	-
Professional Services/Training	8,614	11,654	7,202	16,168	22,930	41.8
Other Charges	35,778	15,277	17,295	300	200	(33.3)
Scheduled Charges	46,466	42,935	43,863	41,935	42,815	2.1
Capital Outlay/Reimbursements	-	-	-	8,000	7,400	(7.5)
TOTAL EXPENDITURES BY CATEGORY	\$ 565,092	616,114	559,832	619,920	659,633	6.4

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Purchasing	8	8	8	8	8	-
TOTAL STAFFING	8	8	8	8	8	-

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Service Metrics						
Purchase Orders Processed	14,952	13,405	13,887	11,100	13,100	18.0
Bids Submitted for City Council Approval	400	172	162	190	179	(5.9)
Purchase Orders Issued by Purchasing Department (Millions)	25.1	23.2	58.4	28.4	34.0	20.1
Purchase Orders Issued by Using Departments (Millions)	2.0	8.4	8.5	7.1	8.2	15.0
Public Works Contracts Awarded (Millions)	125.0	32.2	44.6	102.0	79.3	(22.3)
\$ to Lubbock Vendors (Millions)	13.0	9.4	21.4	44.2	33.0	(25.4)
\$ to DBE Firms (Millions)	2.0	1.9	3.9	5.2	4.7	(9.3)
Performance Metrics						
Percent of employees with professional certifications (Goal 50%)	33.0%	64.0%	73.0%	57.1%	75.0%	31.3
Average no. bids received per solicitation (Goal of 3)	3.2	3.1	3.3	3.2	3.3	3.1
Competitive sealed bids \$50,000 or > have target-date of 30 to 45 workdays (Goal 95%)	100.0%	100.0%	95.0%	95.0%	95.0%	-
Request for proposals or qualifications \$50,000 or > have a target-date of 30 to 45 workdays (Goal 95%)	100.0%	100.0%	95.0%	95.0%	95.0%	-

Purchasing Overview

FULL-TIME POSITIONS	
Administrative Asst	1
Asst. Dir Purchasing & Contract Mgmt	1
Buyer	1
Buyer I	2
Buyer III	2
Dir Purchasing & Contract Mgmt	<u>1</u>
TOTAL FULL-TIME POSITIONS	<u>8</u>

Human Resources

Mission and Purpose

The Human Resources Department works in partnership with managers and their teams, individual employees, and other groups to provide programs and services that create a work environment of employee empowerment and involvement throughout the organization and community. Our organizational values of customer service, continuous improvement, teamwork, and achieving results are woven into every aspect of human resource management. The Human Resources Department meets its mission statement by:

- Providing qualified, well-trained, and motivated human resource professionals.
- Promoting and recruiting highly qualified people, while recognizing and encouraging the value of diversity in the workplace.
- Providing a competitive salary and benefits package to City employees and developing the full potential of our workforce.
- Providing a work atmosphere that is safe, healthy, and conscious of long-term family and community goals.
- Establishing, administering, and effectively communicating sound policies, rules, and practices that treat employees with dignity and equality while maintaining compliance with employment and labor laws and City directives.
- Providing advice and practices that are compliant with the Civil Service Code for sworn Police Officers and Firefighters.
- Providing the administration of unemployment benefits.
- Providing timely and professional investigation of complaints of harassment and disparate treatment in the workplace.
- Providing timely and professional administration of Family Medical Leave Act (FMLA), Americans with Disability Act as Amended, and Sick Leave Sharing.
- Providing employee relations assistance.
- Providing a fair and unbiased grievance process.

Goals and Objectives

- Recruit and retain a skilled and diverse workforce.
- Continue to enhance employee performance through training and development (Learning and Growth.)
- Achieve a positive employee climate.
- Establish the Human Resources Generalist initiative.
- Increase efficiency of personnel/benefits file maintenance.
- Provide exceptional customer service to internal and external customers regarding all employment matters.

Accomplishments for FY 2020-21

- Implementing Kronos, a leave and time-keeping system.
- Attained 99 percent completion rate for required trainings.
- Wrote and published Time Management training module.
- Utilized Laserfiche to digitize prior employee files.
- Wrote and implemented Electric Production apprenticeship program.
- Tracked absence data during the COVID-19 outbreak; worked closely with all departments to manage leave and work-from-home options.
- Implemented an Emergency Paid Sick Leave Act (EPLSA) and Emergency Family and Medical Leave Expansion Act (EFMLEA) submittal, approval, and tracking process. Implementation included over 9,000 phone calls communicating benefits, follow-up and approval notification.
- Responded and appealed 378 unemployment claims, a 548% increase in claims from calendar year 2019 and 235 claims through mid-April 2021.
- Staff assisted Health Department with the Patterson Library COVID-19 clinic, COVID-19 data entry and contact tracing.
- Reorganized department to better serve City of Lubbock employees and retirees.

Human Resources

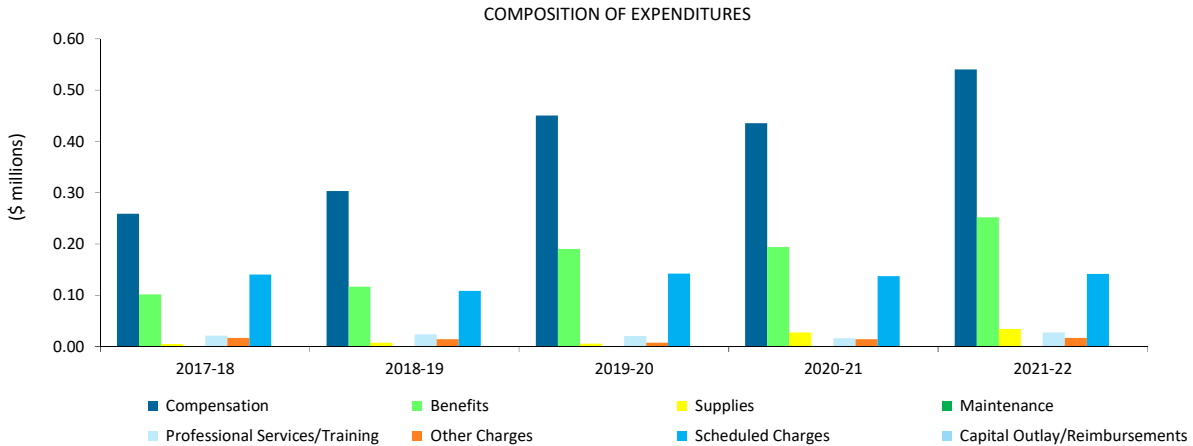
Objectives for FY 2021-22

- Construct an onboarding process in which new employees are oriented and incorporated into the City of Lubbock culture, which will give them the opportunity to become productive team members quickly and efficiently.
- Re-vamp and re-introduce the New Employee Orientation through the onboarding process to streamline the process in a time and cost-effective manner.
- Perform a comprehensive needs assessment and develop a more formal curriculum for the training program.
- Increase average number of training hours per employee.
- Revise the City of Lubbock - Employee Policy Manual
- Maintain personnel and benefits files in a professional and efficient manner.
- Assure consistent and fair administration of policies.

Expenditure Overview

- Total expenditures increased by \$186.9 thousand, or 22.6 percent, when compared to FY 2020-21.
- Compensation and Benefits increased by \$162.7 thousand, or 25.8 percent due to an average 4 percent compensation adjustment across all departments; the addition of one HR Generalist; and increased health insurance costs.
- Supplies increased by \$6.8 thousand, or 24.6 percent, due to increased office supplies, and educational supplies for Lubbock 101 and New Employee Orientation.
- Professional Services/Training increased by \$11.1 thousand, or 68.4 percent, due to an increase in training conferences, and professional dues.
- Other Charges increased by \$2.3 thousand, or 16.0 percent, due to an increase in computer equipment associated with an additional full-time employee.
- Scheduled charges increased by \$4.0 thousand, or 2.9 percent, due to an increase in liability insurance.

Human Resources Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 259,219	303,645	450,753	435,626	540,257	24.0
Benefits	101,612	116,804	190,737	193,951	251,968	29.9
Supplies	5,290	7,625	5,594	27,843	34,680	24.6
Maintenance	-	-	-	-	-	-
Professional Services/Training	21,547	23,784	20,469	16,203	27,287	68.4
Other Charges	16,827	14,536	7,318	14,440	16,746	16.0
Scheduled Charges	140,402	108,870	142,701	137,528	141,549	2.9
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL EXPENDITURES BY CATEGORY	\$ 544,897	575,264	817,571	825,591	1,012,487	22.6

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Human Resources	6	6	9	10	11	1
TOTAL STAFFING	6	6	9	10	11	1

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Service Metrics						
Number of Positions Opened	442	463	564	594	550	(7.4)
Number of Requisitions Received	-	460	364	382	350	(8.4)
Number of Requisitions Opened	-	360	364	380	350	(7.9)
Number of applications received	15,996	18,802	14,241	15,249	16,000	4.9
Number of new employees hired	379	383	352	382	350	(8.4)
Minority Applications Received						
Non-Civil Service	54.0%	55.2%	55.1%	56.0%	57.0%	1.8
Civil Service	57.0%	53.6%	52.5%	59.0%	57.0%	(3.4)
Classification Recommendations	68	61	12	9	10	11.1
Job Description Prepared/Revised	14	29	18	17	10	(41.2)
Number of Employee Grievances Resolved in Step I, II, or III						
	26	18	9	6	5	(16.7)
Performance Metrics						
Average number of work days to classify filled positions (7 days)	7	6	8	8	7	(6.7)
Average number of work days to classify vacant positions (5 days)	3.0	3.0	9.0	2.0	3.0	50.0
Market Surveys for position comparison	12	12	12	15	15	-
Turnover Rate	1.1%	1.0%	1.2%	1.3%	1.0%	(23.1)
Retention Rate	98.9%	99.0%	98.8%	98.7%	99.0%	0.3
Average number of days to Post a Job - from Department Requisition	5.5	5.5	4.3	4.6	5.0	9.4
Average number of days to Post a Job - from Vacancy	70	60	87.7	63.86	60	(6.0)

Human Resources Overview

FULL-TIME POSITIONS	
Administrative Asst	1
Asst Director of Human Resources	1
Director of Human Resources	1
Employee Relations Coordinator	1
Human Resources Generalist	3
Management Assistant	1
Organizational Development Trainer	2
Senior Human Resources Generalist	1
TOTAL FULL-TIME POSITIONS	<u>11</u>

Internal Audit

Mission and Purpose

The mission of internal audit is to enhance and protect the organizational value by providing risk-based and objective assurance, advice, and insight. Internal Audit supports the City in achieving its objectives by bringing a systematic, disciplined approach to evaluate and improve risk awareness and management, internal controls effectiveness, fraud prevention and detection, regulation compliance and governance processes.

Internal Audit conducts engagements and investigations to determine the following:

- Risks are appropriately identified and managed.
- Financial, managerial, and operating information is accurate, reliable, and timely.
- Employees' actions comply with policies, standards, procedures, and applicable laws and regulations.
- Assets are adequately managed and protected.
- Programs, plans, and objectives are identified and achieved.
- Quality and continuous improvement is fostered in the City's operating processes through internal controls.
- Ethics and values within the City are promoted.
- Legislative and regulatory issues are recognized and addressed.
- Contracts are effectively managed and terms and conditions are complied with.
- Effective information technology and security controls are maintained.

Goals and Objectives

- Adhere to the Institute of Internal Auditors' International Professional Practices Framework as well as Generally Accepted Government Auditing Standards.
- Add value by providing independent and objective assurance and consulting services.
- Align with the City's strategies, objectives, and risks.
- Promote organizational improvement by offering ways to enhance governance, risk management, and control processes to improve City operations.
- Evaluate compliance with City policies and procedures, Code of Ordinances, applicable laws and regulations, and contracts.
- Evaluate the timeliness, reliability, and integrity of financial information.
- Support the City's management team in achieving short and long-term objectives.
- Conduct procedures to evaluate whether City assets are identified, recorded, insured, and properly managed.
- Recommend relevant and sustainable solutions emphasizing innovation and overall process improvement.

Accomplishments for FY 2020-21

- Prepared and submitted a risk-based Annual Audit Plan, inclusive of a budget, for review and approval by City Manager and the Audit and Investment Committee.
- Revised the Internal Audit Charter and Policies.
- Continued to develop the portfolio of special projects to assist departments and management with process and procedure efficiencies.
- Protected the City from unnecessary liability.
- Improved City services where possible.
- Continued staff professional development via education and training.
- Gathered performance metrics and further defined level-of-service standards and best practices.

Objectives for FY 2021-22

- Prepare and submit a risk-based Annual Audit Plan, inclusive of a budget, for review and approval by City Manager and the Audit and Investment Committee.
- Revise, as necessary, the Internal Audit Charter and Policies.
- Continue to develop the portfolio of special projects to assist departments and management with process and procedure efficiencies.

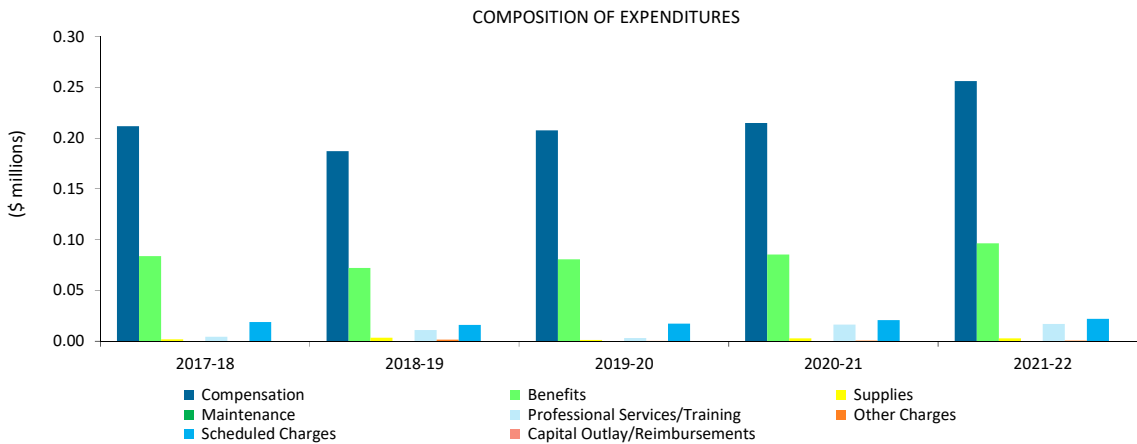
Internal Audit

- Protect the City from unnecessary liability and improve service where possible.
- Continue staff professional development via education and training.
- Review and revise, as necessary, the City's Fraud Administrative Policy and Procedures.

Expenditure Overview

- Total expenditures increased by \$54.3 thousand, or 15.9 percent, when compared to FY 2020-21.
- Compensation and Benefits increased by \$52.6 thousand, or 17.5 percent, due to an average 4 percent compensation adjustment across all departments; the addition of the Director of Internal Audit; and increased workers compensation and health insurance costs.
- Professional Services/Training increased by \$545, or 3.3 percent, due to increased professional dues.
- Scheduled Charges increased by \$1.0 thousand, or 4.9 percent, due to increase in liability insurance, offset by a decrease in information technology services.

Internal Audit Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 211,901	187,182	207,718	214,909	256,361	19.3
Benefits	83,773	72,413	80,911	85,485	96,583	13.0
Supplies	2,129	3,470	1,520	2,941	3,068	4.3
Maintenance	-	-	-	-	-	-
Professional Services/Training	4,537	11,277	3,227	16,500	17,045	3.3
Other Charges	-	1,570	352	600	600	-
Scheduled Charges	19,072	16,045	17,516	21,018	22,046	4.9
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL EXPENDITURES BY CATEGORY	\$ 321,411	291,957	311,245	341,453	395,703	15.9

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Internal Audit	3	3	3	3	3	-
TOTAL STAFFING	3	3	3	3	3	-

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Service Metrics						
Number of Audit Reports	11	12	7	7	7	-
Annual Audit Plan Completed (Goal 70%)	91.7%	90.9%	71.4%	85.7%	90.0%	5.0
Performance Metrics						
Audits completed within budgeted time (Goal 70%)*	92.0%	60.0%	71.4%	85.7%	90.0%	5.0
Audit Reports include Recommendations that Improve the Audit Program's Efficiency and Effectiveness (Goal 95%)	97.0%	94.1%	85.7%	90.0%	95.0%	5.6
Audit Reports Represent an Independent, Reliable, and Objective Assessment of Department Programs (Goal 95%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Audit Recommendations are Reasonable and Help to Improve Operations (Goal 90%)	92.0%	94.1%	92.0%	91.0%	100.0%	9.9
Internal Audit Kept Departments Informed on the Status of Audits (Goal 100%)	96.0%	100.0%	100.0%	100.0%	100.0%	-
Internal Audit Provided Updates and Timely Information throughout Process (Goal 95%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Report was Clear and Concise, Easy-to- Read and Follow (Goal 90%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Report was Objective and Fair (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Internal Audit Professionalism (Goal 100%)	100.0%	100.0%	100.0%	100.0%	100.0%	-

Internal Audit Overview

	Actual	Actual	Actual	Projected	Target	% Change
METRICS/PERFORMANCE MEASURES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Projected
Internal Audit Request Input and Participation (Goal 90%)	100.0%	100.0%	90.0%	90.0%	90.0%	-

*For FY 2017-20, numbers reported for this metric are an estimation.

FULL-TIME POSITIONS	
Director of Internal Audit	1
Process Improvement Analyst	1
Senior Auditor	1
TOTAL FULL-TIME POSITIONS	3

Non-Departmental

Mission and Purpose

This cost center tracks expenditures associated with activities that impact areas throughout the City.

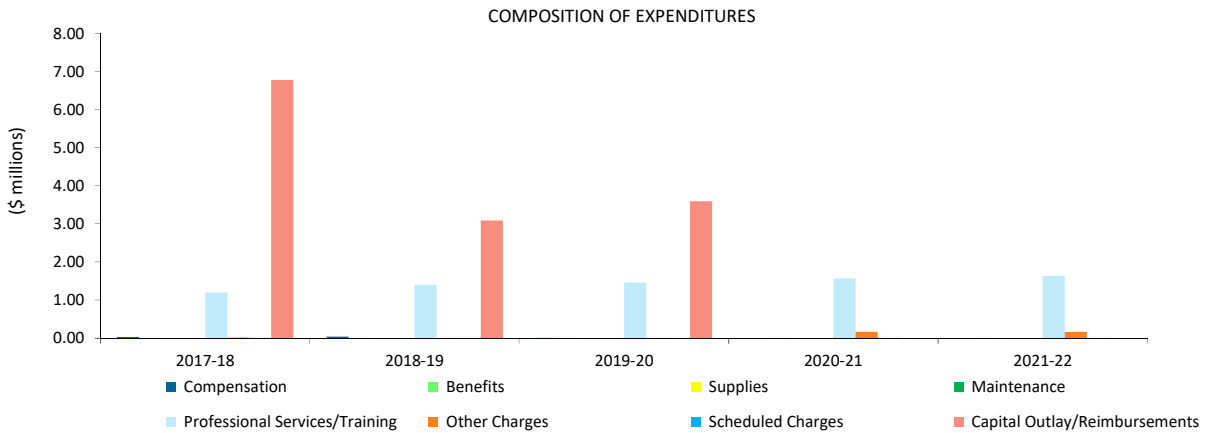
Expenditures in Non-Departmental are those that are not directly related to any one cost center. The expenditures included are:

- Lubbock Central Appraisal District (LCAD) property tax collection fees \$1.3 million: This funds the City of Lubbock portion of the Lubbock Central Appraisal District's annual operating budget.
- Professional Dues \$174.4 thousand: Ports to Plains membership dues are \$129.5 thousand. This funds the City of Lubbock Ports to Plains membership dues. Texas Municipal League (TML) dues are \$16,131. South Plains Association of Governments (SPAG) dues are \$28,697.
- Patient Centered Outcomes Research Institute (PCORI) Fee \$16,600: PCORI is an annual fee that must be paid by all health plans. The fee is estimated at \$3.01 per enrollee in 2021. PCORI is required in the Health Care Reform law and will be paid out of the General Fund because it cannot be paid out of plan assets.
- Miscellaneous Fees – Worker's Compensation and Liability Insurance \$1,871: This is the workers compensation and liability insurance cost for Ports to Plains employees who remain on the City of Lubbock payroll, but will be reimbursed by Port to Plains.
- City Contract with Lobbyist \$150 thousand: This funds the City of Lubbock contract with a lobbyist to assist in legislative matters.
- City Contract with LODGINGRev \$19,000: This funds the City of Lubbock contract to assist in Short Term Rental Compliance.
- Funding for the Mayor's Marathon, \$45,000, the Triathlon, \$22,500, and Special Projects, \$100,000, has been included in Non-Departmental for FY 2021-22.

Expenditure Overview

- Total expenditures increased by \$72.4 thousand, or 4.2 percent, when compared to FY 2020-21.
- Professional Services/ Training increased \$71.9 thousand, or 4.6 percent, due to increases in LCAD Appraisal and Collections Fees and SPAG fees being reallocated from another cost center.

Non-Departmental Overview



EXPENDITURES BY CATEGORY	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 38,352	41,607	1,132	-	-	-
Benefits	14,775	15,591	766	500	500	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Professional Services/Training	1,204,717	1,403,800	1,463,845	1,573,556	1,645,493	4.6
Other Charges	18,115	1,031	10,000	167,500	167,500	-
Scheduled Charges	1,133	859	616	892	1,371	53.7
Capital Outlay/Reimbursements	6,783,011	3,095,683	3,597,037	-	-	-
TOTAL EXPENDITURES BY CATEGORY	\$ 8,060,103	4,558,571	5,073,397	1,742,448	1,814,864	4.2

Communications & Marketing and Call Center

Mission and Purpose

Provide current and accurate information about City of Lubbock projects, programs, services, and events both internally and externally using multiple communication channels.

Communications & Marketing /311 provide the following services:

- Serve as the 'voice' of the organization for internal and external communications including television, web, print, social media mediums
- Write and edit news releases for external distribution
- Respond to Emergency Management activations and serve as media contact in non-crisis and crisis situations
- Provide content management on the City website
- Post information to and monitor the City's main social media accounts
- Assist departments in the creation and management of social media accounts
- Coordinate and send event and advisory notifications through the LBKAlert Emergency notification system
- Work with all departments within the organization as a sort of communication triage to keep things running smoothly and citizens informed.
- Provide media services, training, graphic design, campaign strategy and creation for City departments
- Create print and digital graphics for City departments
- Provide audio/visual support for City departments
- Create print and digital graphics for external partners and campaigns
- Provide audio/visual support for external partners and campaigns
- Operate City Government Access Channel providing 24-hour coverage, online streaming, and video-on-demand of City of Lubbock meetings and events
- Record and broadcast City Council meetings, public meetings, and City news conferences
- Produce videos to spotlight City programs, services, events and staff
- Produce training videos for continued education internally
- Serve as the 'organizational search engine' for departments to ask for direction or advice regarding City services and departments
- Coordinate and format employee broadcast emails for internal distribution
- Serve as proprietor of the organization's Zoom account, and manager of City's Zoom activities
- Communications & Marketing and 311 both serve as trustees of the MyLBK app. We keep it current with options for citizens to report issues to the correct City departments.
- Provide centralized contact center through 311 that answers citizen questions, enters citizen service requests for department response, or connects them to proper departments
- Provide and manage online service request system that allows citizens to submit requests or notify the City of issues 24 hours a day. This system also integrates with the MyLBK app.

Goals and Objectives

- Be the citizens' go-to source for the latest City information, during both emergency situations and day-to-day operations, using all forms of communications (website, social media, government access channel, LBKAlert), both external and internal to the fullest potential.
- Provide excellent customer service to everyone both inside and outside the organization.
- Provide timely and relevant information to citizens calling 311 to report an issue/concern, or to ask a question
- Provide several options for citizens to report an issue or seek information: MyLBK app, 311, telephone, social media, etc.
- Provide 311 online services that are easy to use and provide answers to frequently asked questions.
- Effectively convey the City's message to citizens.
- Assist other departments, and the City as a whole, in gaining exposure and recognition for services, programs, accomplishments and staff.

Communications & Marketing and Call Center

Accomplishments for FY 2020-21

- Oversaw, executed and maintained the City's crisis communications during the full tenure of the Coronavirus pandemic. This includes the creation of communication assets (graphics, marketing collateral, videos, pictures, etc.), the creation and execution of several communication and marketing campaigns for several departments and successful dissemination of critical information (press conferences, internal/external communications, social media posts, constant website updating, PSAs, news releases, interviews, media relations).
- Continued to gain followers and grow audience engagement on all social media platforms as strategies continue to evolve due to changing algorithms, consumer trends and other factors. Facebook Engagement: FY 2020-2021(as of 31 May 2021): 271,057 Facebook Followers: FY 2020-2021(as of 31 May 2021): +2,324 for total of 28,680
- Expanded the part-time videographer to full-time to better meet the visual needs of the organization.
- Continued use of ASL interpreters for our press conferences to better reach hearing impaired citizens.
- Enhanced customer service in 311 by launching the MyLBK app to better meet the needs of a more digital citizen base.
- Through implementing SeeClickFix (MyLBKapp), the new online portal for 311, staff efficiency and morale increased.
- Diversified how we bring City meetings and news conferences to the masses during the Coronavirus pandemic.
- Increased collaboration with departments regarding marketing efforts and campaigns.
- Procured and implemented closed captioning technology for City meetings.
- Produced Mayor's State of the City address.
- Streamlined the staffing and public information dissemination between the City, Police Department and Fire Rescue for EOC activations.
- Through EOC activations for COVID-19, public events and severe weather, the department crafted successful communication plans that both informed citizens and helped in building, and fostering public trust.
- Implemented more bilingual communications into our strategy. Worked closely with several departments to get important health information translated into Spanish to disseminate to the community.
- Created and launched full-scale marketing campaigns with several high profile community partners.

Objectives for FY 2021-22

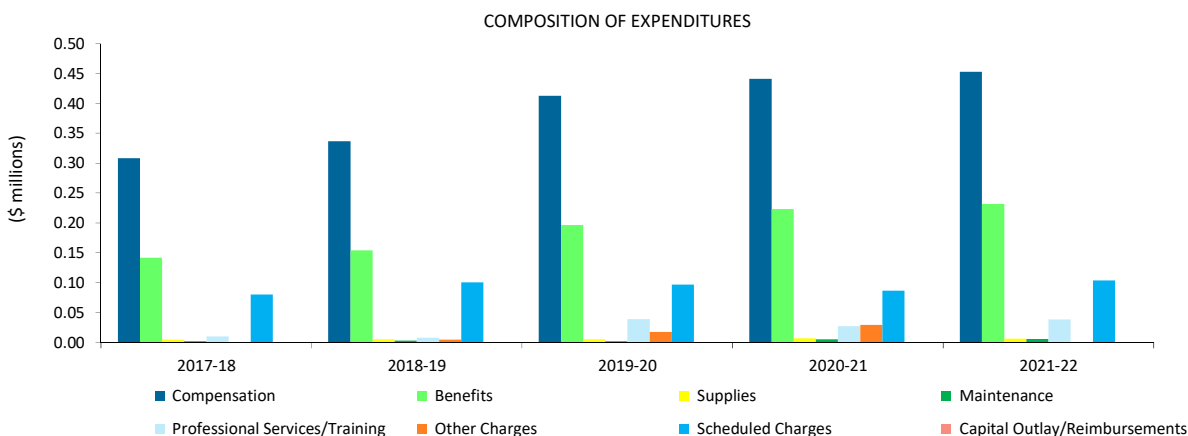
- Take meaningful steps to ensure this department continues to grow and thrive as a full-scale Communications & Marketing Department.
- To have staff attend more conferences for both continuing education purposes and networking.
- To procure virtual technology for our studio that would allow us, and all City departments, to customize the set to visually enhance and adequately set the tone of whatever is being filmed in there.
- Collaborate more with City partners to gather more content to put on the City channel.
- Procure live streaming equipment.
- Offer more internal Communications & Marketing-type trainings for staff.
- Continue to grow audience engagement on all social media platforms.
- Increase programming for City channel including talk show format, podcast, weekly shows, PSAs, feature stories, etc.
- Get final approval from City Manager for City's Branding Guidelines and Social Media Policy.
- Procure new mobile/field cameras for the video team to gather content for City channel.
- Procure virtual studio equipment/platform.
- Begin process of creating/updating City logo.
- Begin process of procuring a production truck that we can send/stream video live from anywhere in the City.
- Begin process of exchanging our departmental van with another, newer SUV.
- Design, produce and send out employee newsletters again. Looking at starting with quarterly dissemination.

Communications & Marketing and Call Center

Expenditure Overview

- Total expenditures increased by \$19 thousand, or 2.3 percent, when compared to FY 2020-21.
- Compensation and Benefits increased \$20.6 thousand, or 3.1 percent, due to an average 4 percent compensation adjustment across all departments and increased health insurance costs, offset by a reduction in part-time positions.
- Professional Services/Training increased \$11.2 thousand, or 40.7 percent, due to reallocating costs related to American Sign Language services for media events from City Council's cost center.
- Other Charges decreased \$30 thousand, or 100 percent, due to one-time cost in the prior year.
- Scheduled charges increased \$17.2 thousand, or 19.8 percent, due to increases in information technology services, liability insurance and telephone charge allocation.

Comm. & Marketing and Call Center Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 308,432	337,085	412,629	441,026	452,910	2.7
Benefits	141,924	154,601	196,903	223,382	232,083	3.9
Supplies	5,008	5,742	5,446	7,246	6,676	(7.9)
Maintenance	2,655	3,398	2,469	5,427	5,972	10.0
Professional Services/Training	10,654	8,489	39,470	27,500	38,700	40.7
Other Charges	-	5,320	18,012	30,000	-	(100.0)
Scheduled Charges	80,519	101,044	97,045	87,057	104,264	19.8
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL EXPENDITURES BY CATEGORY	\$ 549,193	615,680	771,974	821,638	840,605	2.3

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Public Information	4	4	5	6	6	-
311 Call Center	4	4	5	5	5	-
TOTAL STAFFING	8	8	10	11	11	-

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Service Metrics						
311 Calls Answered by Call Takers	119,604	132,000	70,000	64,000	70,000	9.4
311 On-Line Service Requests			2,962	2,800	3,000	
Entered by Citizens	2,371	2,200	536	750	700	(6.7)
News Releases sent out	343	325	177	135	150	11.1
Employee Broadcasts sent out	64	70	26,280	29,500	30,000	1.7
Main City Facebook Likes (Total)	8,659	12,000	12,657	14,000	14,500	3.6
Main City Twitter Followers (Total)	7,621	8,500	310	200	215	7.5
Graphic Design Projects	218	250	99	120	150	25.0
Video Projects (Stories, PSA)	108	110	46	50	50	-
Meeting Broadcasts	39	40	-	3,800	5,000	31.6
Internal Newsletter sent out	-	-	-	-	-	-

FULL-TIME POSITIONS	
311 Customer Service Supervisor	1
Call Taker I	4
Digital Content Creator	1
Graphic Designer	1
Lead Communications & Marketing Specialist	1
Public Info & Marketing Mgr	1
Video Producer	2
TOTAL FULL-TIME POSITIONS	11

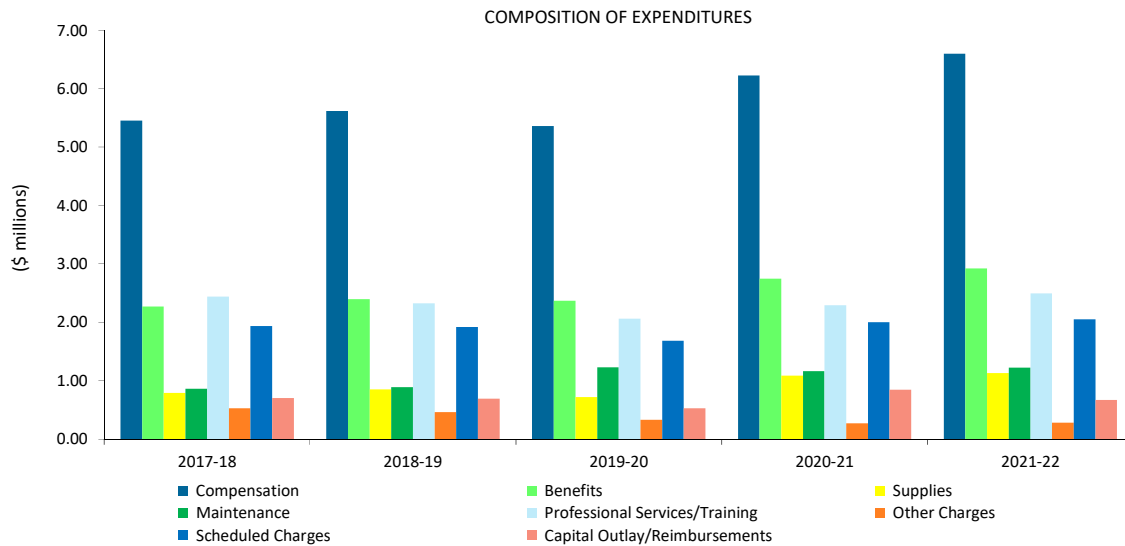
Comm. & Marketing and Call Center Expenditures

Public Information	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 175,286	192,117	263,679	274,946	294,895	7.3
Benefits	72,276	84,057	109,862	132,737	136,410	2.8
Supplies	3,196	3,962	3,948	4,805	4,458	(7.2)
Maintenance	2,655	3,398	2,469	5,427	5,972	10.0
Professional Services/Training	10,612	6,363	39,073	27,500	38,700	40.7
Other Charges	-	5,320	13,875	30,000	-	(100.0)
Scheduled Charges	40,336	63,256	35,850	43,797	60,161	37.4
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL PUBLIC INFORMATION	\$ 304,361	358,474	468,756	519,212	540,596	4.1

311 Call Center	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 133,147	144,968	148,951	166,080	158,015	(4.9)
Benefits	69,648	70,544	87,041	90,645	95,673	5.5
Supplies	1,812	1,781	1,497	2,441	2,218	(9.1)
Maintenance	-	-	-	-	-	-
Professional Services/Training	42	2,126	397	-	-	-
Other Charges	-	-	4,137	-	-	-
Scheduled Charges	40,183	37,788	61,195	43,260	44,103	1.9
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL 311 CALL CENTER	\$ 244,832	257,206	303,218	302,426	300,009	(0.8)



General Fund - Cultural and Recreation Services



	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 5,455,753	5,621,640	5,363,857	6,228,441	6,601,374	6.0
Benefits	2,273,206	2,400,264	2,369,975	2,750,974	2,922,224	6.2
Supplies	793,423	850,679	724,262	1,088,922	1,132,518	4.0
Maintenance	861,787	889,622	1,231,677	1,165,354	1,227,298	5.3
Professional Services/Training	2,444,041	2,325,937	2,062,613	2,295,060	2,499,197	8.9
Other Charges	528,570	463,387	332,560	273,962	282,320	3.1
Scheduled Charges	1,938,966	1,920,742	1,687,139	2,005,406	2,053,984	2.4
Capital Outlay/Reimbursements	706,309	692,391	532,408	845,818	670,888	(20.7)
TOTAL EXPENDITURES BY CATEGORY	\$ 15,002,055	15,164,661	14,304,491	16,653,937	17,389,803	4.4

	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY DEPARTMENT	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Libraries	\$ 3,596,860	3,561,033	3,514,629	3,841,381	3,974,376	3.5
Cultural Arts	1,225,146	1,165,212	1,021,365	1,219,928	1,281,027	5.0
Parks and Recreation	10,180,049	10,438,416	9,768,497	11,592,628	12,134,400	4.7
TOTAL EXPENDITURES BY DEPARTMENT	\$ 15,002,055	15,164,661	14,304,491	16,653,937	17,389,803	4.4

	Actual	Actual	Actual	Budget	Budget	Change
STAFFING	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Libraries	36	36	36	36	36	-
Cultural Arts	9	9	9	9	9	-
Parks and Recreation	79	79	81	82	83	1
TOTAL STAFFING	124	124	126	127	128	1



Libraries

Mission and Purpose

To serve the community by providing convenient and open access to information, recreation, cultural, and lifelong learning resources. The Libraries provide the following services:

- Library materials: books, audio books, DVD, music, genealogy, information resources, eBooks, and online databases, and non-traditional items such as cake pans, Wi-Fi hotspots and tools.
- Public computing access for all ages including Internet access and a variety of productivity software.
- Reference and information resources serving patrons on-site, by telephone, mail, email, and remote access.
- In-person and virtual programs for children, teens, and adults including Summer Reading Programs.
- Meeting rooms and public spaces for individuals and community groups.

Goals and Objectives

- Provide a high level of Customer Service to patrons in person, on the phone and in virtual environments.
- Conduct a variety of programs for all ages in response to community needs.
- Increase library presence on selected social media sites to encourage library usage.
- Continue to market online research databases to increase effectiveness and usage.
- Continue to deliver library services in new and innovative ways including using convenience methods and via outreach opportunities.

Accomplishments for FY 2020-21

- The library jumped into action to provide a plethora of services for patrons and the community during the COVID-19 pandemic. During the library closures and decreased capacity after opening, the library provided 2000+ curbside pickups, homebound delivery services for 10 households, provided tele-reference service for 4000+ patrons, increased eBook users by 600+ patrons, and completed 300+ hours of training to take advantage of the decreased library traffic.
- Patterson library was used as a COVID-19 testing site, and Mahon library was used as a vaccine clinic to serve the needs of the community. In addition to the use of the facility, several library staff helped with data entry and medical form processing to assist the health department with their increased workload.
- In response to the loss of in-person programs during the COVID-19 pandemic, the library developed a virtual programming department. The department was able to maintain the rich programming and resource sharing, providing patrons with virtual access when they cannot come to the library. The library had over a million engagements through all of the virtual formats acquired and developed.
- Library staff implemented a fully online Summer Reading Program including software for online sign-up and participation for children, teens and adults. Over 200 virtual and in-person programs were offered.
- During the COVID-19 closure of Patterson library, for a community drive through testing site, Patterson got a facelift with a reconfiguration of shelving resulting in a better layout for the library. The children's area was moved to the front of the library and redesigned to be a more inviting and invigorating space.
- During the 8 weeks that the libraries were closed to the public, staff continued the reconfiguration of Mahon Library. Several library shelves were removed to create a more open and inviting environment. Staff obtained used, but excellent condition furniture from another organization that has greatly updated the look of the Mahon library and its computer lab. Staff also replaced several of the tall shelves in the children's area at Mahon with shorter shelves that are more conducive to children's access to books, book displays and security monitoring.
- The library diverted more of its book budget to downloadable items in response to the COVID-19 pandemic. Checkout of online materials increased significantly. The library received a CH Foundation grant for \$19 thousand to purchase electronic resources.
- All Lubbock Public Libraries were *LubbockSafe!* Certified.
- The library continued the Social Worker program and we had two certified social workers monitoring and responding to the "Email a Social Worker" program and a master's level intern from the Texas Tech University department of Social work providing in house hours to meet with patron in person in completion of her fieldwork practicum.

Libraries

- The Friends of the Library donated \$175 thousand for library projects including program expenses for children, teens, and adults, collections subscriptions, staff education, eBooks and audiobooks, makerspace items, and library summer reading programs. This includes CH Foundation grants in the amount of \$47 thousand for eBooks and children’s summer reading programs.
- As a member of the TexShare Consortium, the library paid \$5,760 for over \$428.8 thousand worth of database access for library patrons and staff. The databases are supported by the Library Services and Technology Act funds from the Institute of Museum and Library Services, along with state funds.
- Four library staff traveled to various professional conferences in 2020.
- The library expanded the “Beyond Books” collection of items to check out. Each of the 4 libraries now checks out non-print resources to the community in an effort to enhance the quality of life, save costs to our citizens and help with educational endeavors. These items include mobile hotspots, cake pans, puzzles, electronic usage monitors.
- Implemented a service through an Integrated Library System (ILS) for patrons to be able to pay for fines online.
- Partnered with the Lubbock Food Bank to offer two opportunities for patrons to pay for fines via food donation. This option allowed patrons to remove library fines and return to the library to check out books and participate in other library activities.
- Received two grants from Humanities Texas to display historical exhibitions in our Mahon branch library. We displayed “Alamo Images” in March and “Celebrating the Constitution” in September.
- Collaborated with the US Census to provide space for the census to recruit census workers, provide information about the census and to help library patrons fill out their census online.

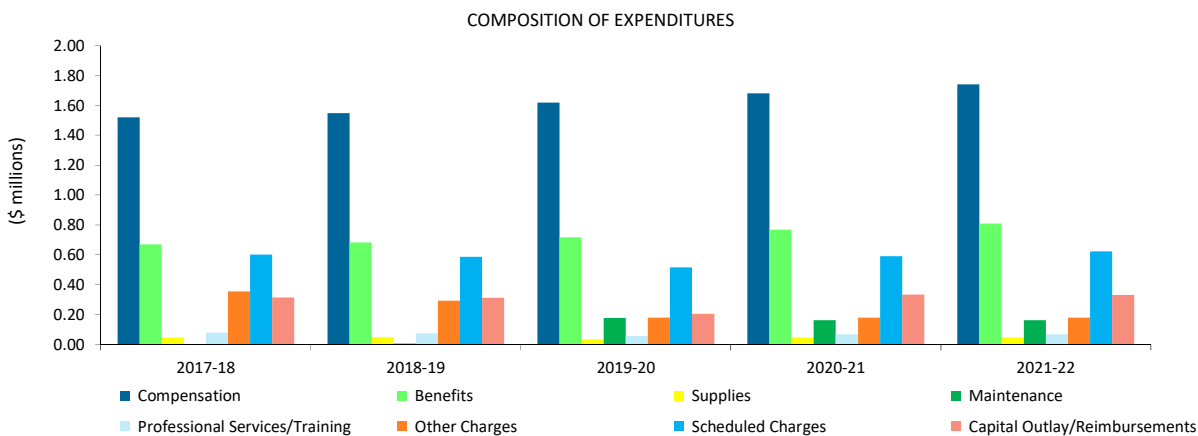
Objectives for FY 2021-22

- Coordinate with Information Technology to purchase and install a new patron computer software system that is updated and better serves the needs and services of computer use and copy services for library patrons.
- Complete installation of fax kiosks at all library branches.
- Explore the feasibility of a floating library collection where all library books are housed in the respective returned collection. This results in a more dynamic rotation of the library collection and allows for concentrations of topics to collect at communities that need them.
- Continue to update library spaces with visual elements and furniture.
- Install makerspace elements in all four public libraries.
- Implement a training plan for library staff to ensure that all library staff, but especially professional and para-professional staff, are able to keep their knowledge base up to date and progressing.

Expenditures Overview

- Total expenditures increased by \$133 thousand, or 3.5 percent, when compared to FY 2020-21.
- Compensation and Benefits increased \$101.6 thousand, or 4.1 percent, due to an average 4 percent compensation adjustment across all departments and increased health insurance costs.
- Scheduled charges increased \$32.1 thousand, or 5.4 percent, due to an increase in gas utilities, and property and liability insurance.

Libraries Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 1,521,707	1,547,864	1,619,564	1,681,516	1,742,125	3.6
Benefits	670,186	683,861	718,186	768,502	809,554	5.3
Supplies	47,841	50,128	35,119	48,127	48,750	1.3
Maintenance	2,470	7,171	177,975	164,775	164,625	(0.1)
Professional Services/Training	80,600	75,616	58,871	70,519	70,519	-
Other Charges	356,992	295,098	180,878	182,123	182,123	-
Scheduled Charges	602,184	587,217	517,644	591,358	623,504	5.4
Capital Outlay/Reimbursements	314,880	314,077	206,393	334,461	333,176	(0.4)
TOTAL EXPENDITURES BY CATEGORY	\$ 3,596,860	3,561,033	3,514,629	3,841,381	3,974,376	3.5

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Mahon Library	21	21	21	22	22	-
Godeke Library	5	5	5	5	5	-
Patterson Library	5	5	5	4	4	-
Groves Library	5	5	5	5	5	-
TOTAL STAFFING	36	36	36	36	36	-

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Materials circulated						
Mahon	305,850	309,750	193,164	210,000	260,000	23.8
Godeke	277,795	299,312	209,582	191,698	220,000	14.8
Patterson	47,810	41,432	22,206	24,000	28,000	16.7
Groves	178,874	173,323	105,595	84,000	100,000	19.0
Digital Materials	141,400	178,533	192,784	187,738	220,000	17.2
Materials circulated Total	1,068,870	1,002,350	723,331	697,436	828,000	18.7

Library Attendance						
Mahon	171,503	164,511	98,476	85,000	120,000	41.2
Godeke	117,300	161,676	97,518	75,000	100,000	33.3
Patterson	44,278	40,908	31,002	24,000	32,000	33.3
Groves	101,605	96,342	51,061	60,000	78,000	30.0
Library Attendance Total	492,704	463,437	278,057	244,000	330,000	35.2

Program Attendance						
Mahon	13,818	14,106	5,109	5,100	10,000	96.1
Godeke	9,043	11,115	4,012	5,200	10,000	92.3
Patterson	17,389	3,831	1,400	1,400	3,000	114.3
Groves	8,200	7,105	1,940	2,000	5,000	150.0
Program Attendance Total	35,297	36,157	12,461	13,700	28,000	104.4

Libraries Overview

METRICS/PERFORMANCE MEASURES	Actual	Actual	Actual	Projected	Target	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Projected
Information User Assistance						
Mahon	70,105	118,603	87,051	95,225	110,000	15.5
Godeke	141,555	143,753	90,886	70,000	100,000	42.9
Patterson	29,517	36,094	13,807	18,753	20,000	6.6
Groves	58,550	67,981	49,718	49,225	52,000	5.6
Information User Assistance Total	355,619	366,431	241,462	233,203	282,000	20.9
Computer Lab Usage						
Mahon	22,549	26,945	12,853	17,000	23,000	35.3
Godeke	14,241	13,367	5,797	7,500	12,000	60.0
Patterson	10,823	9,903	4,071	4,200	9,000	114.3
Groves	11,889	13,470	6,421	8,225	10,000	21.6
Computer Lab Usage Total	41,507	63,685	29,142	36,925	54,000	46.2
FULL-TIME POSITIONS						
Administrative Asst		3				
Customer Service Representative		8				
Librarian I		7				
Librarian II		5				
Library Assistant		9				
Library Computer Specialist		1				
Library Director		1				
Materials Handler		1				
Sr Library Asst		1				
TOTAL FULL-TIME POSITIONS		36				

Libraries Expenditures

Mahon Library	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 864,813	919,736	985,390	1,002,199	1,106,664	10.4
Benefits	378,308	411,317	425,811	454,970	507,145	11.5
Supplies	34,546	38,869	26,124	36,340	36,582	0.7
Maintenance	2,293	5,531	177,865	163,275	163,125	(0.1)
Professional Services/Training	78,049	72,283	57,529	69,479	69,479	-
Other Charges	191,031	64,988	3,567	6,300	6,300	-
Scheduled Charges	353,949	310,020	284,823	308,585	328,524	6.5
Capital Outlay/Reimbursements	114,766	88,446	70,773	123,287	122,000	(1.0)
TOTAL MAHON LIBRARY	\$ 2,017,755	1,911,191	2,031,883	2,164,435	2,339,819	8.1

Godeke Library

EXPENDITURES BY CATEGORY						
Compensation	\$ 234,576	256,462	240,330	258,300	233,248	(9.7)
Benefits	95,227	105,513	104,757	109,644	106,946	(2.5)
Supplies	4,079	4,417	3,125	4,091	4,218	3.1
Maintenance	177	1,337	63	500	500	-
Professional Services/Training	922	136	-	350	350	-
Other Charges	164,812	179,286	174,741	174,423	174,423	-
Scheduled Charges	68,183	63,350	69,132	61,042	65,032	6.5
Capital Outlay/Reimbursements	89,133	90,351	6,063	70,000	70,000	-
TOTAL GODEKE LIBRARY	\$ 657,108	700,853	598,211	678,350	654,717	(3.5)

Patterson Library

EXPENDITURES BY CATEGORY						
Compensation	\$ 187,894	149,262	173,590	194,502	209,213	7.6
Benefits	92,514	66,425	85,849	97,750	99,622	1.9
Supplies	4,410	3,271	3,111	3,848	3,975	3.3
Maintenance	-	160	48	500	500	-
Professional Services/Training	764	734	408	340	340	-
Other Charges	193	37,004	1,465	600	600	-
Scheduled Charges	101,342	146,012	98,326	143,021	147,016	2.8
Capital Outlay/Reimbursements	65,519	65,094	92,520	70,744	70,745	0.0
TOTAL PATTERSON LIBRARY	\$ 452,635	467,961	455,317	511,305	532,011	4.0

Groves Library

EXPENDITURES BY CATEGORY						
Compensation	\$ 234,424	222,405	220,254	226,515	193,000	(14.8)
Benefits	104,137	100,606	101,769	106,138	95,841	(9.7)
Supplies	4,807	3,570	2,758	3,848	3,975	-
Maintenance	-	143	-	500	500	-
Professional Services/Training	865	2,463	934	350	350	-
Other Charges	956	13,820	1,103	800	800	-
Scheduled Charges	78,710	67,835	65,364	78,710	82,932	5.4
Capital Outlay/Reimbursements	45,462	70,186	37,036	70,430	70,431	0.0
TOTAL GROVES LIBRARY	\$ 469,361	481,028	429,219	487,291	447,829	(8.1)

Cultural Arts

Mission and Purpose

The City of Lubbock operates three cultural arts facilities for the benefit of our residents and visitors. The first, the Buddy Holly Center, is a historical site with dual missions—preserving, collecting and promoting the legacy of Buddy Holly and the music of Lubbock and West Texas. Programs are designed to encourage public interest and cultivate an atmosphere where art and music are celebrated.

The second, the Silent Wings Museum preserves and promotes the history of the World War II military glider program by creating an ideal environment for displaying, collecting, documenting, and interpreting artifacts and information for public education and enjoyment. Programs are designed to encourage public interest and cultivate an atmosphere where community, history and veterans are celebrated.

Lastly, the Garden and Arts Center provides a venue and resources to offer exhibition and meeting spaces, as well as a broad range of affordable artistic and educational programs for all age groups. Programs include: art classes, music recitals, monthly exhibitions, garden classes and shows, summer camps, as well as meeting space for many cultural groups and non-profit organizations.

The Cultural Arts Departments provide the following services:

- Collect artifacts, photographs, and archival documents from the World War II Military Glider Pilot program, Buddy Holly, and West Texas Music
- Provide dynamic and educational exhibitions on the World War II Glider Pilot Program, aviation history, Buddy Holly, West Texas Music, and the Fine Arts
- Provide both free and low-cost educational and outreach programs to the community
- Offer books, DVDs, clothing, art pieces, musical instruments, and reproduction souvenirs in the gift shops
- Provide collection loan requests, research and reference services to the public, researchers and other institutions
- Provide meeting and rental space for cultural groups and the general public at Buddy Holly Center, Silent Wings Museum, The Garden & Arts Center, The Buddy & Maria Elena Holly Plaza and historic St. Paul's Chapel
- Offer to the community and visitors safe, dynamic environments with education and entertainment opportunities.

Goals and Objectives

- Host world-class exhibitions, educational programs, and special events for the West Texas region and visitors from around the world
- Become a national, historical, and cultural attraction.
- Promote local museums and cultural attractions to visitors and citizens.
- Maintain, diversify, and enhance the quality of local cultural, recreational, and educational opportunities.
- Continue to have a patriotic social connection to the City's history.
- Utilize population growth and travel trends to obtain new visitors and volunteers.

Accomplishments for FY 2020-21

- The Silent Wings Museum continued to work towards implementing the recommendations of the American Alliance of Museums Collections Assessment and the Conservation Assessment.
- The Silent Wings Museum held over its special exhibition entitled We Kept 'Em Flying which illustrated through the Museum's own collection of artifacts and archival information how glider mechanics, ground crews, and essential base personnel worked to keep the military glider equipment and flight crews in good working order at the South Plains Army Airfield, other U.S. training bases, and in the overseas combat theatres in WWII.
- While canceling its traditional Veterans Day in-person event due to the COVID-19 pandemic, the staff of the Silent Wings Museum, with the help of Mayor Dan Pope, created a virtual Veterans Day commemoration that was well received by numerous new and sustaining followers on the Museum's social media channels.
- After canceling its event in 2020 due to the COVID-19 pandemic, the Silent Wings Museum once again welcomed visitors from all over the region to its annual D-Day event with free admission, family-friendly educational programming, and historic aircraft and flight personnel throughout the entire weekend of June 5 and 6, 2021.

Cultural Arts

- Having received permission from grant administrators to use leftover funds from a pandemic-canceled event, and with additional support from the Silent Wings Museum Foundation, the Museum obtained museum-quality display cases to upgrade and enhance exhibitions throughout the facility.
- While slowly resuming normal operations and programming with lessening restrictions and increasing occupancy, Silent Wings Museum staff continued to develop and offer a wide variety of informational and educational material virtually through its various social media channels to a growing base of followers.
- The Buddy Holly Center continued to maintain its vigorous schedule of contemporary visual art exhibitions and related programming for both in-person and virtual visitors alike.
- Due to the ongoing COVID-19 concerns, the Center and its staff continued to participate in the monthly First Friday Art Trail virtually, but eventually resumed its live participation on the Trail.
- The Buddy Holly Center modified its annual Day the Music Died and Buddy Holly Birthday Bash events to allow for both in-person and virtual programming that were respectively commemorative and celebratory of Buddy's life and musical legacy.
- After having canceled its Summer Showcase Concert Series in 2020 due to the COVID-19 pandemic, the Buddy Holly Center welcomed visitors back to its Meadows Courtyard for the Concert Series reboot in 2021.
- While slowly resuming normal operations and programming with lessening restrictions and increasing occupancy, Buddy Holly Center staff continued to develop and offer a wide variety of informational and educational material virtually through its various social media channels for a growing base of followers.
- The Buddy Holly Center gradually phased in a growing calendar of in-person classes, tours, gallery talks, and events with the increasing number vaccinated individuals, and decreasing number of new cases infection.
- Once put on hold due to the financial crisis brought on by the pandemic, the Municipal Garden and Arts Center was able to resume its capital improvement project with a series of exterior renovations of the 61 year-old facility.
- Largely as a result of the COVID-19 pandemic, the Garden and Arts Center thoughtfully restructured its class offerings to focus on quality of experience rather than quantity of participants in various visual arts media.
- The Garden and Arts Center developed an engaging and informative monthly e-newsletter to keep the public apprised of upcoming events, activities, classes, and exhibitions held at the Center.
- The Garden and Arts Center successfully hosted its annual Fall Festival in September, welcoming visitors and vendors from the South Plains region.
- With the easing of pandemic-related restrictions and increasing occupancy limits, the Garden and Arts Center resumed its efforts to expand its calendar of events and rentals of its Cultural Hall and meeting rooms, as well as the historic St. Paul's Chapel located in close proximity to the Center.

Objectives for FY 2021-22

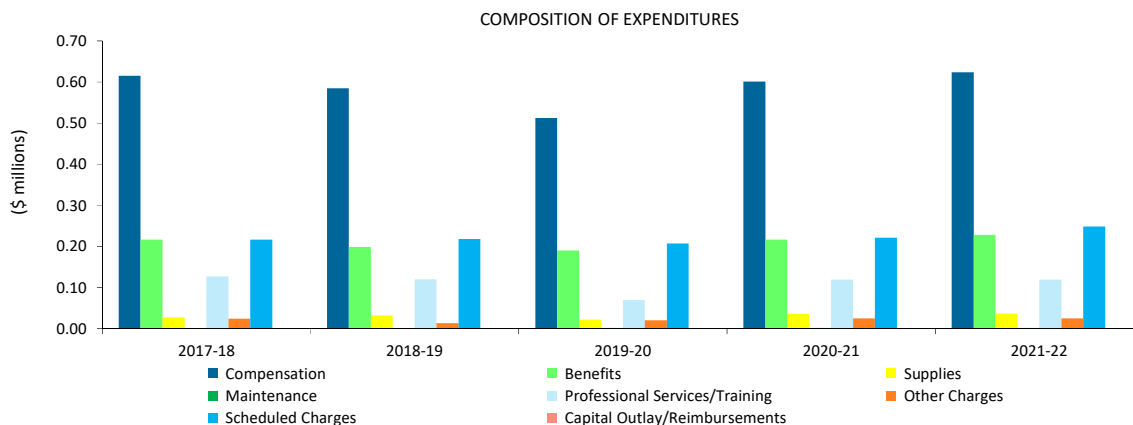
- After a year of significantly reduced in-person events and programming, all three Cultural Arts facilities will be working toward an increased level of community engagement by providing quality exhibitions, programs, and services.
- Continue to provide equal access to all members of the community, without discrimination or bias regarding physical or intellectual abilities, to the facilities' collection, information, services, and programs.
- Expand interest in the Cultural Arts' offering through increased activity on all our social media channels.
- Increase fundraising efforts by pursuing expanded community partnerships and growth in memberships.
- Expand educational and volunteer opportunities at all Cultural Art facilities.
- Augment interactive technologies in areas related to visitor services, exhibitions, and educational programming.
- Continue to expand advertising outreach regarding the availability of the Cultural Art facilities, including the Buddy and Maria Elena Holly Plaza and the historic St. Paul's Chapel, with the goal of increasing rentals and community use of the spaces.
- Revamp visitor survey tools on multiple platforms to gather and analyze data to determine the level at which services and programming are meeting the needs and interests of those we serve and make improvements where necessary.

Cultural Arts

Expenditures Overview

- Total expenditures increased by \$61.1 thousand, or 5 percent, when compared to FY 2020-21
- Compensation and Benefits increased \$33.7 thousand, or 4.1 percent, due to an average 4 percent compensation adjustment across all departments and increased health insurance costs.
- Scheduled charges increased \$26.7 thousand, or 12.2 percent, due to increases in both property and liability insurances.

Cultural Arts Overview



EXPENDITURES BY CATEGORY	Actual	Actual	Actual	Budget	Budget	% Change from Budget
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	
Compensation	\$ 615,363	584,426	512,004	601,299	623,218	3.6
Benefits	216,082	198,103	190,202	216,632	228,391	5.4
Supplies	26,883	32,120	21,452	35,723	36,104	1.1
Maintenance	-	11	1,225	1,488	1,661	11.6
Professional Services/Training	126,562	119,785	69,193	119,017	119,017	-
Other Charges	24,298	13,187	20,450	24,650	24,650	-
Scheduled Charges	215,957	217,580	206,839	221,119	247,986	12.2
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL EXPENDITURES BY CATEGORY	\$ 1,225,146	1,165,212	1,021,365	1,219,928	1,281,027	5.0

STAFFING	Actual	Actual	Actual	Budget	Budget	Change from Budget
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	
Buddy Holly Center	5	5	5	5	5	-
Silent Wings Museum	3	3	3	3	3	-
Garden & Arts Center	1	1	1	1	1	-
TOTAL STAFFING	9	9	9	9	9	-

METRICS/PERFORMANCE MEASURES	Actual	Actual	Actual	Projected	Target	% Change from Projected
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	
Service Metrics						
Museum Attendance	54,927	53,511	30,114	41,500	44,200	6.5
Garden & Art Center Attendance	26,698	18,555	11,002	13,500	14,800	9.6
Number of Exhibitions	79	100	89	94	94	-
Cultural Arts Gift Shop Merchandise Sales	164,247	177,110	112,480	117,800	157,600	33.8
Revenue from Museum Admissions	143,940	150,147	95,317	103,200	125,000	21.1
Revenue from Cultural Arts Classes	61,965	60,694	6,712	7,700	17,400	126.0
Performance Metrics						
Percent of Positive Feedback Overall						
Visitor Experience (Goal 100%)	96.0%	96.0%	97.0%	97.0%	97.0%	-
Percent of Positive Feedback regarding Educational Programs (Goal 100%)	100.0%	99.0%	0.0%	97.0%	97.0%	-
Percent of Positive Feedback pertaining to Exhibitions (Goal 100%)	96.0%	96.0%	97.0%	97.0%	97.0%	-

FULL-TIME POSITIONS	
Education and Volunteer Coordinator	1
Garden & Arts Center Supervisor	1
Gift Shop and Sales Manager	1
Management Assistant	1
Marketing & Events Coordinator	1
Municipal Museums Curator	2
Museum Assistant Manager	1
Museums Director	1
TOTAL FULL-TIME POSITIONS	9

Cultural Arts Expenditures

Buddy Holly Center	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 330,800	282,013	270,750	309,352	322,858	4.4
Benefits	106,056	85,568	88,944	101,409	107,212	5.7
Supplies	10,138	14,171	5,837	15,891	16,018	0.8
Maintenance	-	11	50	-	-	-
Professional Services/Training	68,085	62,941	41,050	60,520	60,520	-
Other Charges	7,670	5,578	5,982	8,500	8,500	-
Scheduled Charges	104,742	101,391	95,409	100,183	106,439	6.2
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL BUDDY HOLLY CENTER	\$ 627,492	551,672	508,022	595,855	621,547	4.3

Silent Wings Museum

EXPENDITURES BY CATEGORY						
Compensation	\$ 199,318	203,912	172,191	205,551	216,280	5.2
Benefits	83,692	83,205	77,032	87,847	93,187	6.1
Supplies	8,809	9,948	6,012	10,191	10,318	1.2
Maintenance	-	-	1,175	1,488	1,661	11.6
Professional Services/Training	25,155	20,854	20,595	24,497	24,497	-
Other Charges	13,436	4,030	11,346	13,650	13,650	-
Scheduled Charges	81,536	92,763	82,204	96,138	115,352	20.0
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL SILENT WINGS MUSEUM	\$ 411,946	414,712	370,555	439,362	474,945	8.1

Garden & Arts Center

EXPENDITURES BY CATEGORY						
Compensation	\$ 85,245	98,501	69,063	86,396	84,080	(2.7)
Benefits	26,334	29,331	24,227	27,376	27,992	2.3
Supplies	7,937	8,000	9,603	9,641	9,768	1.3
Maintenance	-	-	-	-	-	-
Professional Services/Training	33,321	35,989	7,549	34,000	34,000	-
Other Charges	3,192	3,579	3,122	2,500	2,500	-
Scheduled Charges	29,679	23,427	29,225	24,798	26,195	5.6
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL GARDEN & ARTS CENTER	\$ 185,709	198,827	142,788	184,711	184,535	(0.1)

Parks and Recreation

Mission and Purpose

Provide a quality system of parks, open spaces, facilities, and cultural and leisure programs to meet citizen's expectations. The Parks and Recreation Department consists of four sections: Park Maintenance, Park Development, Indoor Recreation, and Outdoor Recreation. Parks and Recreation also manages the City of Lubbock Cemetery and the Sam Wahl Recreation Area at Lake Alan Henry.

- Park Maintenance provides maintenance of Parks, City Facilities, right-of-ways and medians.
- Park Development delivers design services, park planning, construction and contract administration.
- Indoor Recreation offers year-round leisure and educational classes, activities, youth camps, after school programs and special events for all ages through its Community and Senior Centers.
- Outdoor Recreation provides athletic facilities and programming for youth and adult sports leagues, as well as educational, safety, and aquatic programs.

Parks and Recreation Department furnishes the following services:

- Maintains and improves the parks system and right-of-ways, including trash and litter pick-up, mowing, edging, and trimming, installation of plant materials, repair of equipment, structures, and irrigation installation and repair.
- Develops, supervises and monitors accessible recreational, cultural and educational programs for people of all ages.
- Promotes and supervises junior, adult and senior tennis and pickleball programs at the Burgess-Rushing Tennis Center.
- Publicizes and manages open recreation, private group programming and planning at four municipal swimming pools.

Goals and Objectives

- Provide planning, design, project management and construction oversight for all Capital Improvement Projects within the Park system.
- Gather citizen input concerning leisure service facilities and activities.
- Develop full-service recreational facilities, establish a comprehensive recreation program and provide a wide array of recreational, cultural, and educational activities.
- Maintain and improve City parklands, sports facilities, and other assigned lands.

Accomplishments for FY 2020-21

- The 12th Annual Pumpkin Trail, held in October 2020, brought in a total attendance of 7,875 people for the four-day event held at the Lubbock Memorial Arboretum. The public donated 1,005 jack-o-lanterns, which was great considering the state of COVID-19 at that time.
- Parks and Recreation's social media continues to grow. The Lubbock Parks and Recreation Facebook page has roughly 15,000 followers, which is an increase of about 3,000 over last year. Instagram has roughly 2,100 followers and Twitter has nearly 2,700 followers.
- In response to the COVID-19 crisis, Recreation staff offered curbside pick-up and delivery service for the Senior Meal Program. Staff served over 25,000 meals.
- Recreation continued to expand the use of an online registration programs to include after school programs, reservations, swim lessons and class and league registrations. This provides an important service to individuals and families so they can register from the convenience of their home or on their mobile devices.
- In an effort to continue offering programming, indoor recreation offered virtual programming covering many different activities such as fitness, games, nutrition, puzzles, cooking, art and more. Craft bags and rec packs along with virtual Easter egg hunts were also available for parents to pick up and do with their families at home.
- Safety City enhanced class instruction by collaborating with the Lubbock Police Department, Lubbock Fire Department and Texas Department of Public Safety.
- The 62nd Annual Santa Land was our first ever drive thru event with 11,781 people over a two-week period.
- Completed Leftwich Park walking track, a new half-mile walking track complete with amenities.

Parks and Recreation

- Installed Park Amenities in various parks, including new and replacement benches, covered picnic tables, and grills.
- Completed design phase for McAlister Park Dog Park, commenced construction.
- Began Master Plan Process for City Park and Recreation Program contracted with Halff Associates.
- Continued mapping trees and amenities throughout the Parks system.
- Commenced a thorough Master Plan process to guide future improvements at McAlister Park.
- Provided oversight, inspection and contract verification for mowing/trimming actions, herbicide treatment and fertilizer application on 2,376 acres of city parks, sport fields, medians, turnarounds, and designated right of way areas.
- Replaced frayed wiring and installed replacement pump at Huneke Park central fountain.
- Continued removal of undesirable cattail and tree growth along the Jim Bertram Canyon Lakes system.
- Continued trash and litter removal from 35.5 miles of shorelines throughout City Parks.
- Provided maintenance and care of 35 ball fields, Berl Huffman Sports Complex, and Tom A. Martin Sports Complex; and associated press boxes, concession buildings, and restrooms.
- Removed and replaced failed control cabinet, pumps, and controls at Dunbar Lake and Conquistador Lakes.
- Replaced scoreboard at Southwest Little League field at Maxey Park.
- Provided maintenance and service at municipal swimming pools and restroom buildings.
- Continued operations and maintenance of 34 park restroom buildings.
- Provided electrical repairs and replacement fixtures at Lewis Ball Field press boxes and concession building.
- Sustained service and operations for electrical and lighting equipment throughout the City Park System.
- Provided flowerbed planting and maintenance at Citizens Tower, Gateway Park, and Community Centers.
- Provided tree pruning and maintenance for 8,500 trees; planned and implemented annual tree planting throughout the Park system, to include placing trees used at Santa Land at various parks.
- Installed improved lighted scenes, lighting fixtures, LED lighting and programming throughout the Santa Land displays.
- Received, finished out and painted a new Santa House at Santa Land.
- Established temporary power service and control boards for Pumpkin Trail, Santa Land, and other special events.
- Removed construction debris, replaced sidewalk and installed erosion control at boat ramp and irrigation pump house.
- Maintained Llano Dancer and modified lighting to strike all three dancers.
- Upgraded lighting and heating fixtures in the Helen Hodges ball field.
- Provided playground inspection, maintenance and repairs of playgrounds and play surfaces at 56 playgrounds.
- Upgraded ball field and Park lighting, controls, and fixtures at Mackenzie Park.
- Installed LED parking lot lighting at Berl Huffman.
- Installed LED lighting at Healthbeat exercise equipment at Lake 1.
- Installed Dream Court at Duran Park in partnership with the Jarrett Culver Foundation and Nancy Lieberman Charities.
- Made significant changes to the Park Maintenance program, which included dividing the city into districts and assigning new teams and team leaders to each district and internal services.
- The Tornado Memorial was complete. The Parks and Recreation Department took over maintenance responsibilities.

Objectives for FY 2021-22

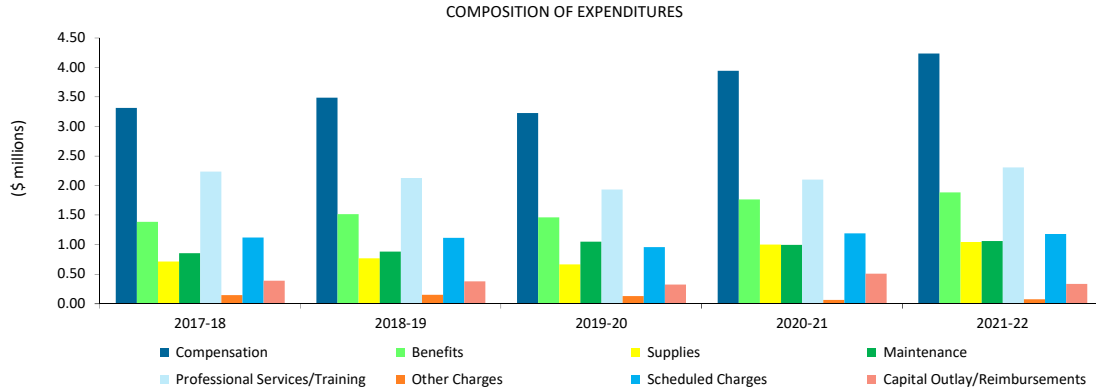
- Resurface, paint and mark eight tennis courts at Burgess Rushing Tennis Center.
- Put out to bid all 2021-22 CIPs within one month of Council's appropriation of funds.
- Oversee the construction and budgeting of all new Capital Projects approved by Council.
- Oversee and complete Master Plan Process for Parks and Recreation Program.
- Complete CIP to replace and install covered picnic tables, benches, docks, and grills.
- Renovations and repair to docks at Llano Estacado Lake.

Parks and Recreation

Expenditure Overview

- Total expenditures increased by \$541.8 thousand, or 4.7 percent, when compared to FY 2020-21.
- Compensation and Benefits increased \$408.8 thousand, or 7.2 percent, due to an average 4 percent compensation adjustment across all departments; market adjustments for some positions; and increased health insurance costs.
- Supplies increased \$42.6 thousand, or 4.2 percent, due to higher concession, office, chemical, botanical, and fuel supply costs.
- Maintenance increased \$61.9 thousand, or 6.2 percent, due to higher department vehicle and equipment maintenance expenses.
- Professional Services/Training increased \$204.1 thousand, or 9.7 percent, due to additional contractual services in park maintenance and professional dues.
- Other Charges increased \$8.4 thousand, or 12.4 percent, due to higher leased equipment expense.
- Scheduled charges decreased \$10.4 thousand, or .9 percent, due to lower electric and postage costs, offset by higher information technology allocation, liability insurance, property insurance, telecommunication, and natural gas utility charges.
- Capital Outlay/Reimbursements decreased \$173.6 thousand, or 34 percent, due to reduction in annual debt service payment and roll off of prior year one time purchase of equipment.

Parks and Recreation Overview



EXPENDITURES BY CATEGORY	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 3,318,684	3,489,350	3,232,289	3,945,626	4,236,031	7.4
Benefits	1,386,937	1,518,299	1,461,587	1,765,840	1,884,279	6.7
Supplies	718,698	768,431	667,691	1,005,072	1,047,664	4.2
Maintenance	859,317	882,439	1,052,477	999,091	1,061,012	6.2
Professional Services/Training	2,236,879	2,130,536	1,934,548	2,105,524	2,309,661	9.7
Other Charges	147,280	155,102	131,233	67,189	75,547	12.4
Scheduled Charges	1,120,824	1,115,944	962,657	1,192,929	1,182,494	(0.9)
Capital Outlay/Reimbursements	391,429	378,314	326,016	511,357	337,712	(34.0)
TOTAL EXPENDITURES BY CATEGORY	\$ 10,180,049	10,438,416	9,768,497	11,592,628	12,134,400	4.7

STAFFING	Actual	Actual	Actual	Budget	Budget	Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Park Maintenance	63	63	65	66	66	-
Park Development	3	3	3	4	4	-
Indoor Recreation	9	9	9	9	10	1
Outdoor Recreation	4	4	4	3	3	-
TOTAL STAFFING	79	79	81	82	83	1

METRICS/PERFORMANCE MEASURES	Actual	Actual	Actual	Projected	Target	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Projected
Park Maintenance						
Trees planted (excluding memorial trees)	204	357	119	156	256	64.1
Turf acres treated with pesticides by contractor	1,978	1,978	1,978	1,978	1,978	-
Fertilized acreage applied by contractor	2,253	2,253	2,253	2,253	2,253	-
Each playground inspected twice annually	12	56	56	56	56	-
Irrigation RPZ's inspected and repaired within 30 days of written notice	161	161	166	166	166	-
Work Order completion within 30 days of written notice	-	100.0%	100.0%	100.0%	100.0%	-
Parks receiving tree maintenance and removal annually	-	40.0%	180.0	22.0	29.0	31.8
Park Development						
Percentage of Capital Improvement Projects put out to bid with two weeks of funding approval by City Council	-	80.0%	80.0%	80.0%	95.0%	18.8
Percentage of Capital Improvement Projects completed within days allotted in Notice to Proceed	-	100.0%	100.0%	95.0%	100.0%	5.3

Parks and Recreation Overview

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Plans created for in-house construction projects completed within two weeks of request (Goal 95%)	90.0%	90.0%	92.0%	80.0%	95.0%	18.8
Designs and estimates created for projects requested by City Council or City Management completed within 30 days (Goal 100%)	n/a	95.0%	98.0%	95.0%	95.0%	-
Map or archive requests processed and delivered within one day	95.0%	95.0%	98.0%	95.0%	95.0%	-
Indoor Recreation						
Customer satisfaction of activities/classes/programs	-	88.0%	88.0%	90.0%	90.0%	-
Community Center attendance	157,216	157,018	79,510	110,000	155,000	40.9
Senior Center attendance	133,527	132,805	161,782	147,294	147,294	-
Special event participation	23,274	25,351	25,570	7,875	20,000	154.0
Party house/Shelter rentals	303	279	88	150	250	66.7
Outdoor Recreation						
Customer satisfaction of activities/classes/programs	-	85.0%	90.0%	90.0%	95.0%	5.6
Swimming pool participation	45,315	52,086	5,598	49,500	50,000	1.0
Swimming pool rentals	147	144	-	145	145	-
Softball team registrations	254	155	114	240	250	4.2
Basketball team registrations	-	7	-	8	12	50.0
Volleyball team registrations	57	44	-	46	55	19.6
Flag football team registrations	-	-	-	12	18	50.0
Kick Ball team registrations	19	12	6	8	24	200.0
Safety City participation	15,616	15,226	5,399	10,000	12,000	20.0
Special Events participation	51,004	57,142	58,564	53,015	57,000	7.5
Show Wagon rentals	24	21	-	23	24	4.3
Equipment rentals	570	421	-	495	550	11.1
Tennis center reservations	15,904	17,913	-	16,900	18,000	6.5
Tennis center tournament participation	1,506	806	646	1,130	1,500	32.7

FULL-TIME POSITIONS						
Administrative Asst	2		Park Development Manager			1
Aquatics/Specialty Program Coordinator	1		Park Environment Maintenance Foreman			1
Assistant Athletic FS Foreman	1		Park Inspector			3
Assistant Director of Parks & Recreation	1		Park Irrigation Foreman			1
Assistant Irrigation Foreman	1		Park Journey Electrician			1
Assistant Park Constr Foreman	1		Park Maintenance Foreman			1
Assistant Park Environment Maintenance Foreman	1		Park Maintenance Supervisor			3
Assistant Park Maintenance Foreman	1		Park Master Electrician			1
Assistant Turf Maintenance Foreman	1		Park Operations Manager			1
Athletic Field Services Foreman	1		Parks and Recreation Director			1
Building Maintenance Technician II	1		Parks Program Coordinator			1
Equipment Operator I	1		Pesticide Applicator			2
GIS/CAD Technician	1		Public Information Specialist			1
Heavy Equipment Operator	3		Recreation Center Supervisor			4
Irrigation Apprentice	6		Recreation Coordinator			2
Landscape Architect	1		Recreational Services Manager			1
Management Assistant	1		Senior Citizen Center Supervisor			2
Park Construction & Maintenance Worker	8		Senior Grounds Maintenance Worker			20
Park Construction Foreman	1		Tennis Professional			1
			Turf Maintenance Foreman			1
			TOTAL FULL-TIME POSITIONS			83

Parks and Recreation Expenditures

Park Maintenance	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 2,076,186	2,194,508	2,278,152	2,587,281	2,785,124	7.6
Benefits	1,006,067	1,104,706	1,122,346	1,346,660	1,446,677	7.4
Supplies	520,641	536,327	541,899	730,801	785,215	7.4
Maintenance	829,124	857,414	1,034,625	970,770	1,035,032	6.6
Professional Services/Training	1,937,233	1,856,257	1,724,802	1,771,112	1,953,642	10.3
Other Charges	97,133	104,688	56,315	14,775	20,275	37.2
Scheduled Charges	462,722	484,877	417,382	476,172	471,610	(1.0)
Capital Outlay/Reimbursements	381,063	369,135	317,727	500,854	331,087	(33.9)
TOTAL PARK MAINTENANCE	\$ 7,310,169	7,507,912	7,493,248	8,398,425	8,828,662	5.1

Park Development

EXPENDITURES BY CATEGORY						
Compensation	\$ 142,069	149,640	62,210	157,829	228,099	44.5
Benefits	62,021	64,748	23,659	68,296	98,958	44.9
Supplies	8,234	6,447	4,374	7,383	8,402	13.8
Maintenance	4,166	3,465	4,908	4,462	1,133	(74.6)
Professional Services/Training	5,516	6,158	15,422	6,392	22,666	254.6
Other Charges	8,013	10,701	8,412	10,364	9,372	(9.6)
Scheduled Charges	42,131	45,738	45,808	39,033	67,036	71.7
Capital Outlay/Reimbursements	6,572	5,234	5,170	6,575	2,661	(59.5)
TOTAL PARK DEVELOPMENT	\$ 278,722	292,131	169,963	300,334	438,327	45.9

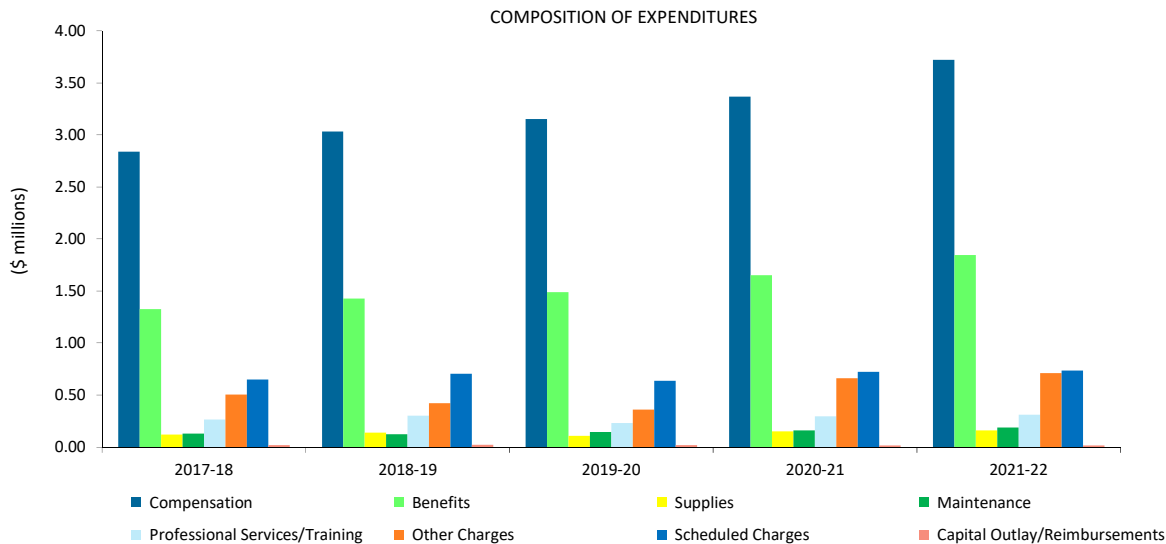
Indoor Recreation

EXPENDITURES BY CATEGORY						
Compensation	\$ 695,786	703,959	616,643	729,612	773,749	6.0
Benefits	213,022	229,359	214,304	239,706	255,956	6.8
Supplies	69,970	101,202	50,914	126,534	114,249	1.2
Maintenance	15,545	13,939	7,857	13,599	13,525	1.2
Professional Services/Training	154,465	158,954	131,979	161,738	163,637	1.2
Other Charges	2,723	3,768	5,440	3,820	3,820	-
Scheduled Charges	219,736	243,357	198,628	340,773	375,497	10.2
Capital Outlay/Reimbursements	3,795	3,945	3,119	3,928	3,964	0.9
TOTAL INDOOR RECREATION	\$ 1,375,043	1,458,483	1,228,885	1,619,710	1,704,397	5.2

Outdoor Recreation

EXPENDITURES BY CATEGORY						
Compensation	\$ 404,643	441,244	275,283	470,904	449,059	(4.6)
Benefits	105,826	119,486	101,278	111,178	82,688	(25.6)
Supplies	119,854	124,456	70,504	140,354	139,798	(0.4)
Maintenance	10,482	7,620	5,086	10,260	11,322	10.4
Professional Services/Training	139,665	109,168	62,344	166,282	169,716	2.1
Other Charges	39,411	35,945	61,066	38,230	42,080	10.1
Scheduled Charges	396,235	341,973	300,839	336,951	268,351	(20.4)
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL OUTDOOR RECREATION	\$ 1,216,116	1,179,891	876,401	1,274,159	1,163,014	(8.7)

General Fund - Development Services



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 2,840,124	3,033,546	3,155,113	3,369,929	3,722,288	10.5
Benefits	1,327,438	1,430,146	1,489,965	1,652,759	1,846,142	11.7
Supplies	120,827	140,836	108,336	153,302	161,706	5.5
Maintenance	130,005	124,302	147,695	160,091	188,767	17.9
Professional Services/Training	265,577	303,256	232,370	298,346	311,751	4.5
Other Charges	505,255	423,177	360,632	662,810	712,624	7.5
Scheduled Charges	651,408	704,868	639,347	724,756	737,713	1.8
Capital Outlay/Reimbursements	21,125	22,407	19,601	16,318	16,291	(0.2)
TOTAL EXPENDITURES BY CATEGORY	\$ 5,861,759	6,182,538	6,153,058	7,038,311	7,697,282	9.4

EXPENDITURES BY DEPARTMENT	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Building Safety	\$ 2,241,985	2,367,205	2,283,835	2,537,161	2,672,199	5.3
Codes Enforcement	2,061,495	2,280,825	2,281,901	2,646,945	2,936,833	11.0
Environmental Health	742,167	822,599	828,717	880,155	1,063,173	20.8
Planning	816,111	711,910	758,605	974,050	1,025,077	5.2
TOTAL EXPENDITURES BY DEPARTMENT	\$ 5,861,759	6,182,538	6,153,058	7,038,311	7,697,282	9.4

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Building Safety	30	30	30	30	31	1
Codes Enforcement	26	26	27	27	29	2
Environmental Health	9	11	11	13	14	1
Planning	7	8	10	11	11	-
TOTAL STAFFING	72	75	78	81	85	4



Building Safety

Mission and Purpose

Protect life, health and property through effective and efficient administration of adopted construction codes and ordinances. The Department of Building Safety provides the following services:

- Intake of applications for structural, plumbing, mechanical, electrical, roofing, and other construction permits.
- Plan review of residential and commercial construction plans and specifications.
- Issue and track permits.
- Inspect permitted installations for code compliance.
- Issue Certificates of Occupancy.

Goals and Objectives

- Facilitate the adoption of modern codes and standards for fire and life safety in the built environment.
- Enforce adopted codes and ordinances in an efficient, fair and equitable manner.
- Maintain partnerships with the public, building community, City departments and other organizations to obtain code compliance.
- Educate the public with regard to the Department's mission and purpose.
- Foster relationships with other Building Inspection Departments.
- Provide quality plan review and permit issuance services.
- Maintain a high level of efficient, professional and friendly customer service.

Accomplishments for FY 2020-21

- Adjusted business procedures in order to maintain continuity of operations during COVID-19 response as follows:
- Accelerated the transition to electronic plan submittal and review resulting in approximately 50% reduction of paper plan submission.
- Continuity of Contractor registration via electronic submission.
- Implemented and encouraged exclusive use of the Citizen Self Service portal for over the counter permits and inspection requests.
- Maintained inspection procedures to reduce contact on jobsites and office time for field personnel.
- Maintained performance measures at targeted levels despite the loss of 1873 total man-hours (April 2020-January 2021) due to COVID related absences and amidst increased inspection and plan review volumes.
- Continued a virtual Site Review Process resulting in decrease of contact and a more efficient process for staff and customers.
- Along with other Development related departments, participated virtually in Pre-Development meetings as well as other meetings necessary for the continued operations of the Department.
- On track to have near 100% electronic submission of residential and commercial plans by fiscal year end.
- Worked toward full implementation of over-the-counter permits being submitted through CSS System.
- Three staff members achieved ICC Certification.
- Began the process of reviewing and implementing the 2018 family of the International Construction Codes.

Objectives for FY 2021-22

- Continue to develop strategies to enhance customer experience with department staff and processes, including continuing and enhancing those services that were implemented during the COVID-19 response.
- Continue professional staff development through training opportunities.
- Continue to work towards 100% digital archival and records retention.
- Adoption of 2018 International Code Cycle.
- Maintain or exceed a 90% rate of residential plan reviews within 14 calendar days.
- Maintain or exceed a 95% rate of commercial initial plan reviews within 14 calendar days.
- Maintain or exceed a 99% rate of inspections completed within 24 hours of request by contractor.

Expenditures Overview

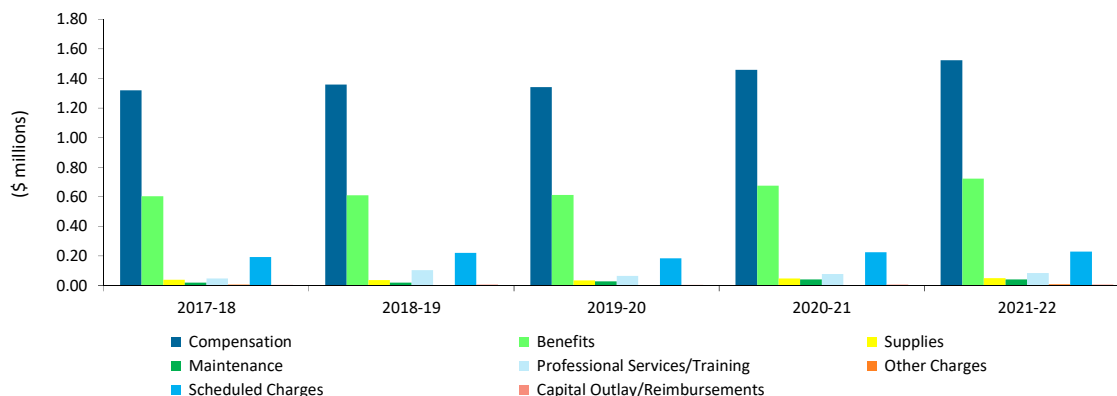
- Total expenditures increased by \$135.0 thousand, or 5.3 percent, when compared to FY 2020-21.

Building Safety

- Compensation and Benefits increased \$112.9 thousand, or 5.3 percent, due to an average 4 percent compensation adjustment across all departments, reclassification of one Customer Service Representative to Lead Customer Service Representative, and addition of one Development Technician.
- Supplies increase \$3,368, or 7.0 percent, due to supplies related to additional full time position and fuel costs.
- Professional Services/Training increased \$8,000, or 10.3 percent, due to additional expense related to credit card service charges.
- Other Charges increased \$7,301, or 486.7 percent due to computer equipment for additional full time position and department equipment upgrades.
- Scheduled Charges increased \$3,709, or 1.6 percent, due to higher Liability Insurance expense, offset by lower Information Technology expense.

Building Safety Overview

COMPOSITION OF EXPENDITURES



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 1,321,011	1,360,756	1,342,999	1,459,698	1,524,412	4.4
Benefits	604,761	610,907	614,540	675,805	724,020	7.1
Supplies	40,717	38,768	36,651	47,834	51,202	7.0
Maintenance	21,358	20,793	29,682	41,548	41,339	(0.5)
Professional Services/Training	49,151	103,828	66,667	77,868	85,868	10.3
Other Charges	6,835	2,142	1,648	1,500	8,801	486.7
Scheduled Charges	192,579	222,018	185,336	226,413	230,122	1.6
Capital Outlay/Reimbursements	5,573	7,992	6,311	6,495	6,435	(0.9)
TOTAL EXPENDITURES BY CATEGORY	\$ 2,241,985	2,367,205	2,283,835	2,537,161	2,672,199	5.3

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Building Safety	30	30	30	30	31	1
TOTAL STAFFING	30	30	30	30	31	1

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Construction Activity						
Construction dollar volume (Millions)	530.7	785.4	791.1	800.0	750.0	(6.3)
New residential permits	1,308	1,423	1,920.0	2,000.0	1,700.0	(15.0)
New non-residential permits	821	889	823.0	800.0	800.0	-
Addition/alteration permits	4,721	6,075	5,931.0	5,900.0	5,900.0	-
Other permits	11,345	11,440	12,542.0	11,500.0	11,500.0	-
Plan Review Activity						
Construction plans reviewed	2,156	2,596	3,340.0	3,000.0	3,000.0	-
Plan examiner daily workload	1.1	1.5	1.8	1.8	1.8	-
Percent reviewed within 14 days (Residential) Goal 90%	95.7%	90.4%	86.0%	90.0%	90.0%	-
Percent reviewed within 30 days (Commercial) Goal 95%	77.7%	81.3%	96.0%	95.0%	95.0%	-
Inspection Activity						
Structural inspections	15,093	14,972	19,022.0	19,000.0	18,000.0	(5.3)
Daily workload	12.1	12.0	16.5	17.0	17.0	-
Electrical inspections	10,984	10,393	12,747.0	12,500.0	12,000.0	(4.0)
Daily workload	11	11	15.0	15.0	15.0	-
Plumbing/mechanical inspections	24,919	19,379	25,220.0	25,000.0	24,000.0	(4.0)
Daily workload	20	15	18.0	18.0	18.0	-
Average inspector daily workload	14	13	18.0	18.0	18.0	-
Percent responded within targeted response time - Goal 99%	99.7%	99.9%	99.9%	99.9%	99.9%	-

Building Safety Overview

FULL-TIME POSITIONS	
Asst Building Official	1
City Building Official	1
Combination Inspector	1
Customer Service Rep	3
Development Technician	1
Division Dir of Development Services	1
Lead Customer Service Rep	1
Management Assistant	1
Plan Examiner	6
Senior Plan Examiner	2
Senior Trades Inspector	4
Trades Inspector	9
TOTAL FULL-TIME POSITIONS	<u>31</u>

Codes Enforcement

Mission and Purpose

To promote the health and safety of the community through education, inspection, and enforcement of ordinances relating to Zoning, Junked Vehicles, Public Nuisance, Weeds and Rubbish abatement, and Property Maintenance/Structural Standards Court cases. Educate the public and businesses on municipal ordinance violations through on-site training and public speaking events related to public health and safety issues.

Goals and Objectives

- Educate and inform staff to ensure quality of service provided to the public and businesses.
- Support the growth of community service organizations and neighborhood associations that can be relied on as a resource for Code Administration.
- Enforce municipal ordinances that address physical signs of urban blight, social disorder, and environmental health.
- Conduct proactive neighborhood integrity programs, including Neighborhood Deployments, Focused Area Inspector Response (FAIR) exercises, and Specific Violation training monthly to engage the community and neighborhoods with the Code Administration Department.
- In partnership with Solid Waste, Police Department, Lubbock Fire Rescue, and other City of Lubbock departments, works with property owners and neighborhoods to address blight and nuisance conditions that affect the health and safety of our citizens.

Accomplishments for FY 2020-21

- Conducted 36 proactive neighborhood integrity programs, to include 12 Neighborhood Deployments, 12 Specific Violation Exercises, and 12 Focused Area Inspection Response (FAIR) Deployments, which resulted in numerous violations being abated and having a positive impact on neighborhoods.
- Conducted a regional Continuing Education Unit (CEU) training for Registered Code Administration Officers during COVID – 19 with more than 40 individuals attending by ZOOM meeting.
- Participated as support personnel in numerous interdepartmental training activities and supported the Emergency Operations Center (EOC) during activation for weather events, exercises, and COVID 19 emergency declaration.
- Maintained data for the web-based code enforcement activity mapping, updated on a monthly basis.
- Maintained the Code Administration statistical data/performance measure dashboard, incorporated into the city-wide performance metric outfacing system.

Objectives for FY 2021-22

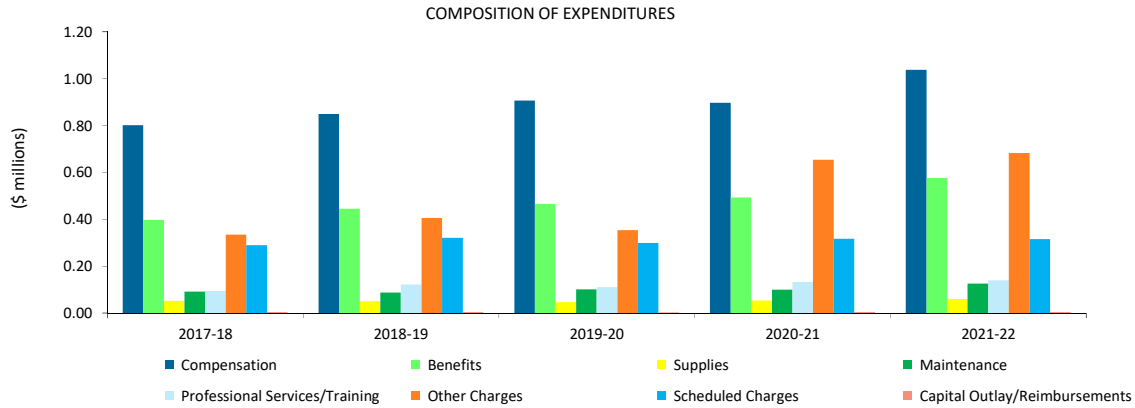
- Increase opportunities for training and leadership experience for Code inspectors and administrative staff.
- Actively work to increase the performance and improve the software used to create and track code cases.
- Code Administration will conduct monthly Neighborhood Deployments, FAIR exercises, and Specific Violation training to engage the community in department activities.
- Code Administration will continue to support Neighborhood Associations by being a liaison for all City of Lubbock services.
- Code Administration will explore opportunities with the Planning Department and the Neighborhood Planner position to encourage participation from Neighborhood Associations and neighborhood groups to be more involved in the development and maintenance of our residential neighborhoods.
- Code Administration will expand a positive virtual presence through the department web page, through the Communications and Marketing department social media, and any other means that can be identified to make the citizens of Lubbock more aware of the activities and resources available.

Codes Enforcement

Expenditures Overview

- Total expenditures increased by \$289.9 thousand, or 11.0 percent, when compared to FY 2020-21.
- Compensation and Benefits increased \$223.3 thousand, or 16.07 percent, due to an average 4 percent compensation adjustment across all departments, addition of one Code Inspector, and moving one part-time position to full-time.
- Supplies increased \$7,016, or 13.2 percent, due to equipment required for new full-time position and higher fuel costs.
- Maintenance increased \$24,968, or 25.0 percent, due to higher department vehicle maintenance and radio equipment expense.
- Professional Services/Training increased \$6,500, or 4.9 percent, due to higher state mandated legal advertisements and additional training expense for new positions.
- Other Charges increased \$28,963, or 4.4 percent, due to higher mowing costs and additional position expense, offset slightly by prior year one-time expense roll-off.

Codes Enforcement Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 800,477	849,009	906,249	896,007	1,036,935	15.7
Benefits	396,955	444,392	465,391	493,045	575,385	16.7
Supplies	51,539	50,502	45,689	53,024	60,040	13.2
Maintenance	91,745	86,381	100,145	99,673	124,641	25.0
Professional Services/Training	93,837	121,446	110,293	132,488	138,988	4.9
Other Charges	334,751	405,467	353,234	653,200	682,163	4.4
Scheduled Charges	288,840	320,142	298,143	316,038	315,179	(0.3)
Capital Outlay/Reimbursements	3,352	3,485	2,757	3,470	3,502	0.9
TOTAL EXPENDITURES BY CATEGORY	\$ 2,061,495	2,280,825	2,281,901	2,646,945	2,936,833	11.0

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Code Enforcement	26	26	27	27	29	2
TOTAL STAFFING	26	26	27	27	29	2

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Educational Programs (LINC)	100	65	32	70	50	(28.6)
Citizen Contact	7,061	9,000	10,643	9,500	9,500	-
Graffiti cases initiated	913	1,000	830	1,000	1,000	-
Housing cases initiated	614	800	662	800	800	-
Junk Vehicle cases initiated	1,632	1,400	1,568	1,500	1,600	6.7
Junk Vehicle Days to voluntary compliance	13	11	11	11	11	-
Junk Vehicle Days to Administrative/ Judicial Action	12	11	11	11	11	-
Weed cases initiated	12,786	15,000	15,043	16,000	15,000	(6.3)
Weed Days to voluntary compliance	10	8	10	8	9	12.5
Weed Days to Administrative/Judicial Action	9	8	10	8	9	12.5
Zoning cases initiated	4,467	5,000	7,143	8,000	8,000	-
Zoning Days to voluntary compliance	7	11	7	11	11	-
Zoning Days to Administrative/Judicial Action	12	11	9	11	11	-
Average Days from Complaint to Inspection	2	2	2	2	2	-

FULL-TIME POSITIONS

Code Admin Field Supervisor	2
Code Inspector I	2
Code Inspector II	18
Dir of Code Enforcement	1
Graffiti Removal Specialist	1
Management Assistant	1
Office Assistant	4
TOTAL FULL-TIME POSITIONS	29

Environmental Health

Mission and Purpose

To promote the health and safety of the community through education, inspection, and enforcement of ordinances relating to food establishments, mobile food units, temporary food events, recreational water facilities, body art establishments, foster care homes, and other public health concerns. Educate the public and businesses through on-site training and classes related to food safety, recreational water facilities, and public health issues.

Goals and Objectives

- Ensure compliance with City ordinances and rules for establishments permitted by environmental health through inspection and education.
- Address and investigate general environmental nuisances.
- Conduct detailed plan reviews with owners and contractors of new, remodeled, or converted food establishments, recreational water facilities, body art establishments, and other permitted establishments, to ensure compliance with City ordinances and rules prior to construction or remodel of establishments.
- Provide training for food establishments on food safety issues and compliance with Texas Food Establishment Rules.

Accomplishments for FY 2020-21

- Improved and expanded Envision Connect Remote performance for inspections and investigations in the field. New program added to Envision Connect for Covid 19 response.
- Two inspectors completed FDA new inspectors training courses.
- Two inspectors completed required FEMA training courses.
- Conducted food safety and Covid 19 trainings in food establishments and other facilities requesting those services.
- One environmental health inspector completed and graduated International Food Protection Training Institute (IFPTI) fellowship program. Only 12 per year are accepted into program.
- All staff participated in Covid 19 exercises including; Inspections, complaint investigations, education, testing clinics, emergency operations, logistics, and vaccination clinics.
- One inspector obtained National Environmental Health Association (NEHA) Certified Professional – Food Safety (CP-FS) credentials.
- One inspector obtained NEHA Registered Environmental Health Specialist / Registered Sanitarian (REHS/RS) Credentials.
- Two inspectors renewed Certified Pool Operators credentials (CPO).
- Two inspectors completed Certified Pool Operators course (CPO), and obtained credentials.
- One inspector enrolled with TDLR as registered sanitarian in training.
- Department conducted four Certified Food Managers (CFM) classes for Food establishments.

Objectives for FY 2021-22

- Implement new software suite for inspections, compliance, investigation, and data hosting activities with online public interaction features for all programs related to environmental health department.
- Reorganization of environmental health; reclassify coordinator position to director. Create administrative assistant position, and create supervisor position.
- Create two new inspector positions in order to obtain inspection performance goals.
- Three environmental health inspectors will obtain Certified Pool Inspector (CPI) credentials.
- Two environmental health inspectors will obtain NEHA Certified Professional – Food Safety (CP-FS) accreditation and credentials.
- Two environmental health inspectors begin study for NEHA Certified Professional – Food Safety (CP-FS) accreditation and credentials.
- Continued participation with FDA southwest conference on food safety.
- Four environmental health staff will attend Texas Environmental Health Association annual conference for required ceu's.

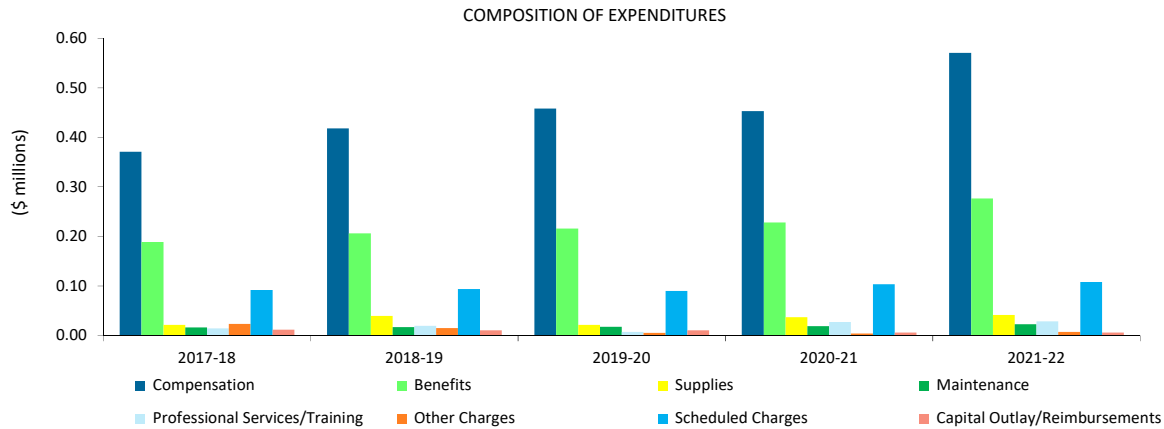
Environmental Health

- Staff will attend Chapter TEHA events for required ceu's
- Participate in Conference on Food Protection stakeholder online events.
- Continue to provide on demand food safety education in permitted facilities and at public request.
- Continued participation in local health fairs.
- Staff participation with FDA and CDC training events if available.

Expenditures Overview

- Total expenditures increased by \$183.0 thousand, or 20.8 percent, when compared to FY 2020-21.
- Compensation and Benefits increased \$165.7 thousand, or 24.3 percent, due to an average 4 percent compensation adjustment across all departments, additional Environmental Specialist, and added department certification pay.
- Supplies increased \$4,574, or 12.3 percent, due to costs related to additional position and higher fuel expense.
- Maintenance increased \$3,917, or 20.8 percent, due to higher department vehicle maintenance expense.
- Professional Services/Training increased \$1,105, or 4.0 percent, due to training required for additional position.
- Other Charges increased \$3,300, or 80.3 percent, due to purchase of computer and radio equipment for additional position.
- Scheduled Charges increased \$4,409, or 4.2 percent, due to higher Liability Insurance and Information Technology expense, offset slightly by lower Telecommunication charges.

Environmental Health Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 371,249	418,279	458,542	453,193	570,780.0	25.9
Benefits	189,224	206,379	216,252	228,733	276,858	21.0
Supplies	21,848	40,164	21,638	37,130	41,704	12.3
Maintenance	16,903	17,128	17,868	18,870	22,787	20.8
Professional Services/Training	14,800	19,911	7,767	27,640	28,745	4.0
Other Charges	23,629	15,431	5,610	4,110	7,410	80.3
Scheduled Charges	92,314	94,378	90,508	104,126	108,535	4.2
Capital Outlay/Reimbursements	12,200	10,930	10,532	6,353	6,354	0.0
TOTAL EXPENDITURES BY CATEGORY	\$ 742,167	822,599	828,717	880,155	1,063,173	20.8

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Environmental Health	9	11	11	13	14	1
TOTAL STAFFING	9	11	11	13	14	1

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Food inspections	2,132	2,415	2,254	2,340	2,536	8.4
Temporary Food Inspections	677	790	419	735	770	
Recreational Water Inspections	346	448	345	372	390	4.8
Body Art Inspections	40	48	45	45	45	-
Smoking Inspections	109	123	80	109	109	-
Food Establishment Complaints	296	321	570	325	357	9.8
Environmental Health Complaints	224	221	180	215	225	4.7

FULL-TIME POSITIONS	
Environmental Health Coord	1
Environmental Specialist I	3
Environmental Specialist II	9
Office Assistant	1
TOTAL FULL-TIME POSITIONS	14

Planning

Mission and Purpose

To guide the growth and development of the City in a well-planned and sustainable manner, thereby enhancing the quality of life for residents while encouraging future economic development. Ensure a quality aesthetic and physical environment through proper planning for land use, zoning, land subdivision, urban design, historic preservation, and neighborhood planning.

The Planning Department provides many services, including:

- Related activities, including downtown revitalization.
- Provide elevated levels of customer service to our citizens, developers, business owners, elected and appointed officials, and other City staff.
- Administer the Comprehensive Plan, Zoning Code, and Subdivision Regulations to ensure the health, safety, and welfare of citizens and property by regulating the use of land within the corporate limits of the City of Lubbock.
- Coordinate the City's zoning, development, and annexation processes, protecting existing and future assets to ensure City standards are upheld.
- Promote and preserve the use of public spaces and cultural heritage locations.
- Work with urban design and historic preservation
- Ensure that new development is harmonious with and will not be permanently injurious to existing land uses, and manages platting of property in the City limits and within the City's extraterritorial jurisdiction (ETJ).
- Coordinate the City permitting process for alcoholic beverage permits and group homes.
- Review commercial, residential, and sign plans for compliance with the zoning code.
- Conduct public outreach to educate the public on the zoning code, especially while updating the code into a Unified Development Code.
- Develop and managing the City's first Neighborhood Planning Program.

Goals and Objectives

- Meet the needs of citizens, developers, contractors, and business owners concerning planning issues.
- Update and maintain the Comprehensive Plan, PlanLubbock 2040, including land use, historic preservation, and growth management components.
- Adopt a new Unified Development Code and provide education and outreach on the new Code.
- Provide quality and timely service to customers regarding zoning, platting, and annexation.
- Represent the interests of all citizens within the community.
- Provide training opportunities to the Planning and Zoning Commission, Zoning Board of Adjustment, and Urban Design and Historic Preservation Commission.
- Implement and achieve the goals stated in the Comprehensive Plan, PlanLubbock 2040.

Accomplishments for FY 2020-21

- Adjusted business procedures in order to maintain continuity of operations during the COVID-19 response as follows:
 - Provided elevated levels of customer service while City Hall was closed to the public during the COVID-19 pandemic.
 - Utilized telework opportunities to keep employees and customers safe during the onset of the COVID-19 pandemic.
 - Adjusted processes to hold public meetings for the Planning and Zoning Commission, Zoning Board of Adjustment, and Urban Design and Historic Preservation Commission virtually, so development in the city could continue moving forward during the COVID-19 pandemic.
 - Transitioned Pre-Development Meetings from in-person to virtual meetings, which has continued since the onset of the COVID-19 pandemic
 - Allowed virtual submittals for all ZBA, PZC, UDHPC applications, and plats, resulting in approximately a 90% electronic submittal rate, which has continued since the onset of the COVID-19 pandemic.

Planning

- Maintained performance measures at targeted levels throughout the COVID-19 pandemic, even while employees were working from home.
- Along with other Development-related departments, participated virtually in Site Review meetings, as well as other meetings necessary for the continued operations of the Department.
- Continued implementation of the Comprehensive Plan, PlanLubbock 2040.
- Continued drafting of the Unified Development Code to incorporate all development-related requirements and managed the consultant team selected for the project.
- Conducted a public outreach program to get citizens involved in public meetings for the Unified Development Code.
- Drafted a Development Handbook to assist citizens and developers with navigating the development process.
- Created the City's first Neighborhood Planning Program and hired the City's first Neighborhood Planner.
- Conducted research and drafted ordinance amendments to assist with development across the city, including reduced parking requirements in downtown.
- Processed zoning and development related applications.
- Facilitated pre-development meetings both in person and virtually due to the pandemic.
- Continued digitizing permanent files by scanning into the Laserfiche records retention system.

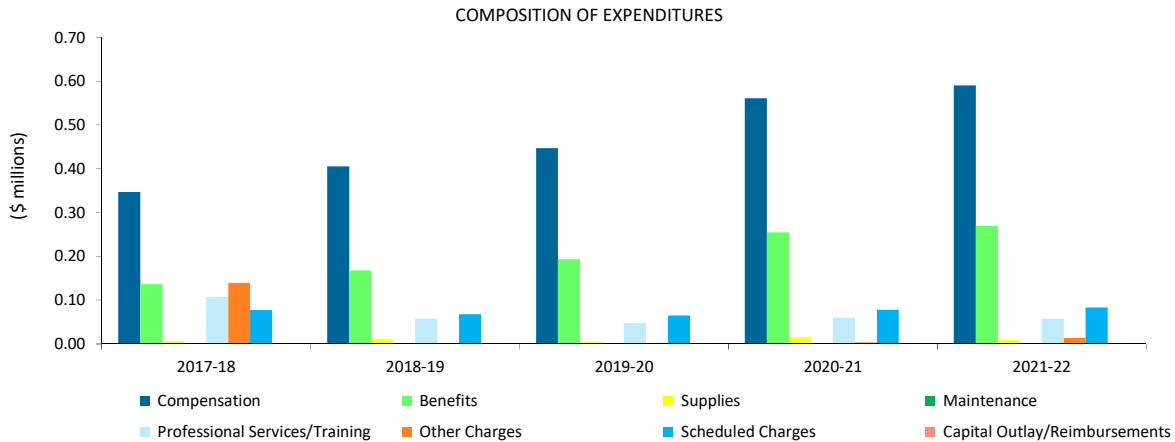
Objectives for FY 2021-22

- Complete the transition to an entirely paperless application submittal process through the online Citizen Self-Service (CSS) portal.
- Work with the GIS Department to have all of the zoning ordinances linked to the respective parcels on the online Zoning Map.
- Complete the electronic archiving of all documents into Laserfiche.
- Complete and adopt the Unified Development Code in the Fall of 2021.
- Educate staff, citizens, developers, contractors, and business owners on the Unified Development Code once it is adopted.
- Cross-train department staff and provide interdepartmental education opportunities to improve the development process.
- Expand the Long-Range Planning program.
- Develop Neighborhood Plans for neighborhoods on the eastern and northern sides of the City.
- Create and administer the City's first Neighborhood Matching Grant Program.

Expenditures Overview

- Total expenditures increased by \$51,027, or 5.2 percent, when compared to FY 2020-21.
- Compensation and Benefits increased \$43,833, or 5.4 percent, due to an average 4 percent compensation adjustment across all departments and reclassification of department positions, offset by lower stability and certification/education pay.
- Supplies decreased \$6,554, or 42.8 percent, due to lower office supplies and education supply need, offset slightly by higher fuel costs.
- Professional Services/Training decreased \$2,200, or 3.6 percent, due to reduction in professional dues and training expense, offset by additional credit card service fee and annexation legal notification expense.
- Other Charges increased \$10,250, or 256.3 percent, due to additional special project funding and the replacement of a large plan scanner.
- Scheduled Charges increased \$5,698, or 7.3 percent, due to higher Information Technology, Liability Insurance, and Postage expense, offset slightly by lower Telecommunications charges.

Planning Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 347,386	405,502	447,322	561,031	590,161	5.2
Benefits	136,498	168,468	193,782	255,176	269,879	5.8
Supplies	6,723	11,403	4,358	15,314	8,760	(42.8)
Maintenance	-	-	-	-	-	-
Professional Services/Training	107,788	58,070	47,643	60,350	58,150	(3.6)
Other Charges	140,040	137	139	4,000	14,250	256.3
Scheduled Charges	77,675	68,329	65,361	78,179	83,877	7.3
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL EXPENDITURES BY CATEGORY	\$ 816,111	711,910	758,605	974,050	1,025,077	5.2

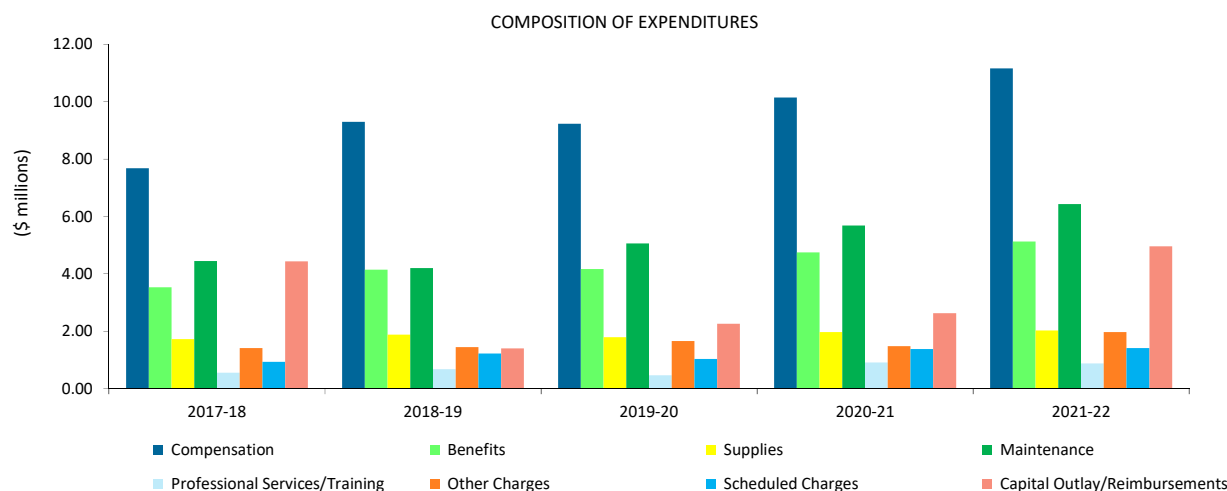
STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Planning	7	8	10	11	11	-
TOTAL STAFFING	7	8	10	11	11	-

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Special Exceptions	76	77	49	50	30	(40.0)
Variances	143	157	89	75	50	(33.3)
Zone Cases	120	74	72	60	40	(33.3)
Specific Use Cases	-	14	18	20	13	(35.0)
Urban Design & Historic Preservation Commission (UDHPC) Cases	-	12	18	15	10	(33.3)
Admin Approvals-Design Guidelines	-	60	98	100	120	20.0
Game Room Permits Reviewed	-	48	34	30	30	-
TABC Applications - New	175	36	76	30	40	33.3
TABC Applications - Renewals	-	256	165	250	175	(30.0)
Sign Permits Reviewed	464	403	363	350	385	10.0
Preliminary Plats	27	33	38	50	55	10.0
Final Plats	103	141	143	200	220	10.0
Food Truck Permits	23	7	9	-	-	-
Commercial Permit Reviews	381	451	672	660	700	6.1
Residential Permit Reviews	272	527	541	575	630	9.6
Zoning Verification Letters	-	66	141	130	145	11.5
Open Records Requests	-	119	122	90	100	11.1

Planning Overview

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Implementation of Plan Lubbock 2040						
Progress on the Implementation Steps, identified by letter:						
A. Creation of a Unified Development Code	-	25.0%	n/a	n/a	n/a	
C. Incorporate revised thoroughfare paving cross sections into subdivision regs	-	15.0%	n/a	n/a	n/a	
D. Develop an Impact Fee program	-	25.0%	n/a	n/a	n/a	
F. Update current Annexation and Growth policies	-	0.0%	n/a	n/a	n/a	
J. Continue to enhance downtown	-	25.0%	n/a	n/a	n/a	
L. Create design standards and gateway designations for key areas	-	0.0%	n/a	n/a	n/a	
Interdepartmental Efficiency						
Residential permits reviewed in 5 business days or less	29.0%	43.0%	91.0%	95.0%	100.0%	5.3
Commercial permits reviewed in 10 business days or less	83.0%	87.0%	98.0%	99.0%	100.0%	1.0
FULL-TIME POSITIONS						
Development Technician	1					
Director of Planning	1					
Management Assistant	2					
Neighborhood Planner	1					
Planner	5					
Planning and Zoning Manager	1					
TOTAL FULL-TIME POSITIONS	11					

General Fund - Public Works



EXPENDITURES BY CATEGORY	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 7,678,687	9,303,038	9,227,444	10,144,753	11,163,257	10.0
Benefits	3,533,295	4,149,797	4,174,594	4,747,394	5,134,251	8.1
Supplies	1,726,923	1,884,500	1,792,306	1,967,353	2,029,393	3.2
Maintenance	4,448,235	4,204,370	5,065,010	5,683,993	6,438,965	13.3
Professional Services/Training	552,310	676,439	469,902	908,491	880,111	(3.1)
Other Charges	1,420,097	1,448,204	1,658,885	1,480,238	1,970,504	33.1
Scheduled Charges	936,636	1,226,001	1,031,313	1,385,703	1,417,241	2.3
Capital Outlay/Reimbursements	4,438,849	1,407,492	2,267,880	2,635,866	4,961,707	88.2
TOTAL EXPENDITURES BY CATEGORY	\$ 24,735,033	24,299,840	25,687,335	28,953,791	33,995,429	17.4

EXPENDITURES BY DEPARTMENT	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Engineering	\$ 1,329,872	901,660	654,154	726,915	805,674	10.8
Solid Waste	15,580,975	16,030,105	17,675,673	19,427,751	23,853,673	22.8
Streets	4,100,862	3,863,505	3,922,865	4,963,695	5,306,760	6.9
Traffic	3,723,324	3,504,570	3,434,644	3,835,430	4,029,322	5.1
TOTAL EXPENDITURES BY DEPARTMENT	\$ 24,735,033	24,299,840	25,687,335	28,953,791	33,995,429	17.4

STAFFING	Actual	Actual	Actual	Budget	Budget	Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Engineering	16	45	45	45	45	-
Solid Waste	94	96	96	96	99	3
Streets	50	52	52	52	48	(4)
Traffic	35	34	34	34	34	-
TOTAL STAFFING	195	227	227	227	226	(1)



Engineering

Mission and Purpose

The Engineering Department is dedicated to the responsible stewardship of development and infrastructure growth in Lubbock. The core values of outstanding service, effective teamwork, continuous improvement, and community involvement guide the mission.

Protecting the health, safety, and welfare of the public is critical to fulfilling the mission. This is done by designing and constructing major and minor infrastructure projects that provide the highest quality infrastructure for today and the future while remaining good stewards of the city's resources. It is also done by performing timely review and coordination of development construction plans, plats, and drainage analyses while maintaining quality in order to ensure exceptional infrastructure throughout the City of Lubbock.

The Capital Projects and Design Department is dedicated to internal design, construction, and construction management of City capital projects. It effectively manages and plans capital projects for water, wastewater, storm water, and roadway, while evaluating alternative funding sources to reduce the tax burden on the citizens of Lubbock. This is done by leveraging available Federal funds by supporting City roadway projects through the Metropolitan Planning Organization (MPO) and water, wastewater, and storm water projects through the Texas Water Development Board.

The Development Engineering Services Department works with the development community to establish and confirm adherence to City Standard designs that provide maintainable, efficient infrastructure. This also includes providing floodplain management activities that protect the overall city, coordinating water meter and sewer tap requests, and providing analysis of water and sewer infrastructure to support new development. The Department also works closely with the Planning Department in the implementation of Energov to streamline plan and plat review, review of plats and zoning cases and the Building Safety Department with review of Building Permits.

The Engineering Inspection Services Department is committed to protecting the health, safety, and welfare of the general public while ensuring the longevity of new infrastructure within the City of Lubbock. Construction oversight and inspection services provided by staff will ensure that all construction activities will conform to all City of Lubbock ordinances, Standards and Specifications, as well as State and Federal laws. This is accomplished by adopting a preemptive strategy to limit the conflicts between citizens and contractors while holding the contractor to the highest level of accountability for the finished product.

Goals and Objectives

Capital Projects and Design

- Design and manage construction of in-house infrastructure improvement projects supporting City activities.
- Effectively manage and plan capital projects for water, wastewater, storm water, and roadway.
- Coordinate with Development Engineering Services to ensure sufficient infrastructure for ongoing and anticipated development patterns.
- Leverage Federal funds by supporting City roadway projects through the MPO.
- Provide Right-of-Way services to external and internal customers.
- Evaluate alternative funding sources to reduce the tax burden on the citizens of Lubbock.

Development Engineering Services

- The Development Engineering Services group will review and return comments within five working days for 85 percent of plan submittals and within 10 working days for 95 percent of complete engineering plan submittals.
- Resubmitted plans with minor administrative corrections will be reviewed and returned within two working days.
- Drainage analysis reports will be reviewed and responded to within fifteen working days for 95 percent of submittals.
- Provide technical assistance to citizens, developers, contractors, and consulting engineers concerning engineering infrastructure development.

Engineering

- Continue the implementation of Energov into all aspects of Engineering plan review, impact fee assessments, water meter/tap fees and plat review processes.
- Provide quality and timely service to community related flood zone development, flood insurance and floodplain mapping. This includes identifying needs for further analysis, working with consultants to develop the analysis and coordinating the efforts with FEMA as necessary.
- Maintain records and process water and sewer pro rata payments and adjacent main activities.
- Maintain and provide analysis for the water distribution and sewer collection systems.

Engineering Inspection Services

- Proactively develop policies and procedures for the ever changing construction processes and technologies.
- Inspect CIP projects and communicate progress, delays, and request for clarification from the field to the designing Engineer as needed.
- Inspect Development projects providing assistance where needed to contractors, engineers, and developers so the construction of the infrastructure is built on time and in accordance with City of Lubbock Standards and Specifications as well as State and Federal Laws.
- Locate water, wastewater, and storm water lines efficiently, accurately, and on time. Inspect and enforce City of Lubbock Standards and Specifications, City Ordinance Chapter 36.09, and City Excavation Manual. Strive to prevent and reduce interruptions to the citizens and traveling public.
- Continue moving and rewriting infrastructure related City of Lubbock Ordinances into one uniform Ordinances.
- Efficiently and precisely survey for all upcoming internal design projects, obtaining enough information to allow engineering staff to design accurate plans.

Accomplishments for FY 2020-21

Capital Projects and Design

- Began construction of two – 2 million gallon elevated storage tanks at 50th Street and Indiana and Milwaukee Avenues and 104th Street.
- Began Right of Way acquisitions for the Upland Avenue corridor between 66th and 114th Street.
- Continued improvements to water and wastewater treatment plants and water and wastewater infrastructure.
- Construction of North Water Treatment Plant Phase III Improvements consisting of replacement of flocculators and filter backwash handling improvements.
- Began construction of Low Head C Pump Station and Supply Line and bringing Lake Alan Henry water to Pump Station No. 16.
- Began construction of South East Water Reclamation Plant (SEWRP) 4 Blower Improvements Project.
- Finish the design and began construction of the Canyon Lakes Interceptor Rehabilitation Phase 3 project.
- Completed construction and in-house design of multiple water, sewer, and roadway projects.
- Finish construction of the South Lubbock Sanitary Sewer System Extension Phase III project.
- Implement Future Infrastructure Funding study for funding other than rates and taxes for building infrastructure to new developing areas of Lubbock.
- Began construction of Loop 88 Water and Sewer Line Replacement Project.
- Began system implementation with Cartegraph as the Enterprise Asset Management Software.
- Continued improvements of various headwalls and erosion projects around parks systems for Storm Water.
- Began construction of Phase III lateral for Northwest Lubbock Drainage Improvement Projects.
- Completed in house design and began construction of the third phase of Unimproved Roadways Project.
- Constructed 20 ADA ramps and associated sidewalks improving accessibility around the City of Lubbock.
- Finished construction of Annexation Water Improvements along I-27 and N. Frankford Ave.
- Completed in house design and began construction of Annexation Water Improvements along Alcove Ave from 50th street to Marsha Sharp Freeway.
- Completed in house design and began construction of South Lubbock Sanitary Sewer Improvements Phase 4.
- Completed design of the restoration of Higginbotham Lake.
- Completed design and began construction of the Vintage Township Storm water Improvements.

Engineering

- Began construction of the Southeast Water Reclamation Plant Improvements Phase 3.
- Began construction of Electrical Improvements at the Southeast Water Reclamation Plant.
- Completed Study and began design of downtown sanitary sewer main improvements.
- Finished design of two – 2 million gallon elevated storage tanks at 87th Street and Ave P and 3rd Street and University Ave.

Development Engineering Services

- Continued efforts to minimize the amount of adjacent mains being held and improve the turnaround time where possible. Adjacent mains funds held by the City have been reduced nearly 90% from the high 2 years ago.
- Developed and distributed a standard format for drainage analysis documentation to simplify the preparation of the document and to streamline the review process.
- Reviewed and edited Chapter 22 of the Code to allow for third party construction of water and sewer taps.
- Completed thorough reviews of the proposed UDC, modules 1-4.
- Continued expansion of Master Drainage Plan development into newly annexed areas and areas of potential growth on the north side of the city.
- Continuing to develop junior staff, especially with respect to the review of drainage analysis reports.
- Working with LPL to facilitate a smooth transition from the existing billing software to the new Oracle system. This includes water meter installations as well as stormwater fee billing.

Engineering Inspection Services

- Ongoing cross-training of inspection staff to be familiar with water, wastewater, storm water, and roadway projects.
- Pride, ownership, and responsibility in individual inspection projects.
- Restructure the Right-of-Way department moving the ROW Management Coordinator over the 4 ROW inspectors to provide more efficient process.

Objectives for FY 2021-22

Capital Projects and Design

- Finish construction of South Lubbock Sanitary Sewer Extension Phase IV.
- Began construction of two – 2 million gallon elevated storage tanks at 87th Street and Ave P and 3rd Street and University Ave.
- Finish the design and begin construction of the third phase of the Canyon Lakes Sanitary Sewer Project.
- Continue to Implement Future Infrastructure Funding study for funding other than rates and taxes for building infrastructure to new developing areas of Lubbock.
- Continue to work with Cartegraph as the Enterprise Asset Management Software for system implementation.
- Design and start construction for the volume restoration of Higginbotham Park Playa Lakes in volume restoration.
- Design for Playa Lake 054 lateral that will utilize the Northwest Lubbock Drainage Improvement infrastructure in adding relief to the playa.
- Design and begin construction of the fourth phase of the Unimproved Roadways project.
- Continue improvements to water and wastewater treatment plants and water and wastewater infrastructure.
- Finish construction of North Water Treatment Plant Phase III Improvements consisting of replacement of flocculators and filter backwash handling improvements.
- Continue optimization of system-wide treatment and pumping systems.
- Finish construction of Low Head C Pump Station and Supply Line and bringing Lake Alan Henry water to Pump Station No. 16.
- Finish construction of South East Water Reclamation Plant (SEWRP) 4 Blower Improvements Project.
- Finish Construction of Canyon Lakes Interceptor Rehabilitation Phase 3 project.
- Design and begin construction of Downtown Sewer Improvements Project and Downtown Lines 1 and 2.
- Complete Construction of Northwest Drainage Improvements Projects Phase 3 Projects.

Engineering

- Finish construction of Wausau Avenue from Marsha Sharp Freeway to 82nd Street.
- Construct ADA ramps and sidewalks around the City of Lubbock improving accessibility.
- Complete the design of Upland Ave from 66th street to 98th Street.
- Acquire necessary easements and begin construction of the 66th Street Playa Lake drainage improvements.
- Complete design of one – 2 million gallon elevated storage tanks at North Quaker Ave and the Clovis Highway.

Development Engineering Services

- Implement the calculation and assessment of Impact Fees for non-residential properties.
- Complete the revisions to Chapter 22 of the Code of Ordinances, develop a list of approved water and sewer tap contractors, prepare standard documents for users to complete and transfer the installation of water and sewer services to the private sector.
- Integrate the oversight of the Cartegraph asset management system into our current workflow.

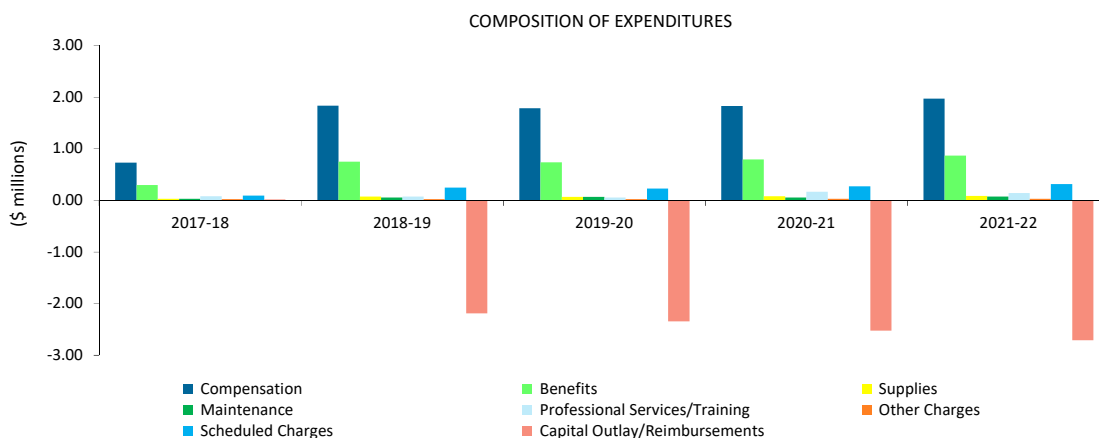
Engineering Inspection Services

- Improve customer service by providing inspection reports to contractors, consultants, and developers.
- Increase training for ROW inspectors on ADA, Storm Water runoff, Compaction, and ROW restoration.
- Create a Sr. Construction Inspector over development construction. This position will supervise 7 Sr Engineering Inspectors currently reporting directly to the Construction Inspection Supervisor. This inspector would assist the Sr. Engineering Inspectors with day to day inspections, work with engineers and contractors to quickly resolve problems, and conduct final walkthroughs on subdivisions
- Streamline communication between contractors and engineers to more quickly resolve issues during construction. Conduct all interactions with contractors and citizens with professionalism and integrity.
- Maintain the highest standard for all construction projects within the City of Lubbock Right-of-Way.
- Foster a departmental culture of forward thinking and leadership.

Expenditure Overview:

- Total expenditures increased \$78.8 thousand, or 10.8 percent, compared to the FY 2020-21.
- Compensation and Benefits increased \$223 thousand, or 8.5 percent, due to an average 4 percent compensation adjustment across all departments; market adjustments for some positions; and increased health insurance costs.
- Supplies increased \$2.6 thousand, or 3 percent, due to higher fuel costs.
- Maintenance increased \$17.7 thousand, or 29.6 percent, due to higher vehicle maintenance costs.
- Professional Services/Training decreased \$24.4 thousand, or 14.3 percent, due to a reduction in contractual service, board related, and training expenses.
- Other Charges increased \$2.1 thousand, or 6.1 percent, due to additional computer equipment expense related to replacement of aging inspection equipment.
- Scheduled Charges increased \$42.3 thousand, or 15.4 percent, due to higher information technology, liability insurance, and natural gas utility charges.
- Capital Outlay/Reimbursements decreased \$184.4 thousand, or 7.3 percent, due to higher reimbursements from other departments and lower vehicle debt payments.

Engineering Overview



EXPENDITURES BY CATEGORY	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 733,692	1,837,259	1,786,684	1,829,982	1,978,041	8.1
Benefits	299,168	754,613	743,613	794,191	869,101	9.4
Supplies	35,738	75,911	71,993	85,954	88,524	3.0
Maintenance	36,787	61,471	73,346	59,713	77,410	29.6
Professional Services/Training	82,037	78,953	59,054	171,130	146,722	(14.3)
Other Charges	26,299	29,691	25,385	34,022	36,093	6.1
Scheduled Charges	95,112	252,874	234,566	273,718	316,007	15.4
Capital Outlay/Reimbursements	21,040	(2,189,112)	(2,340,487)	(2,521,795)	(2,706,224)	7.3
TOTAL EXPENDITURES BY CATEGORY	\$ 1,329,872	901,660	654,154	726,915	805,674	10.8

STAFFING	Actual	Actual	Actual	Budget	Budget	Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Engineering Inspection Services	16	16	16	16	16	-
Engineering Development Services	-	13	13	12	12	-
Engineering CIP & Design	-	16	16	17	17	-
TOTAL STAFFING	16	45	45	45	45	-

METRICS/PERFORMANCE MEASURES	Actual	Actual	Actual	Projected	Target	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Projected
Service Metrics						
Capital Project and Design						
External CIP Design Phase	6	11	15	15	19	26.7
External CIP Construction Phase	13	11	15	16	14	(12.5)
Internal CIP Design Phase	7	7	13	16	15	(6.3)
Internal CIP Construction Phase	5	6	12	16	15	(6.3)
Development Engineering Services						
Subdivision Plats reviewed	129	600	209	220	180	(18.2)
Plans reviewed	151	125	395	200	170	(15.0)
Pre-Development Consultations	107	125	54	60	60	-
Drainage Analysis	80	90	192	150	150	-
Floodplain Item Reviews	2,235	2,400	3,077	2,600	2,600	-
Engineering Inspection Services						
Material tests performed	2,798	2,948	2,441	2,563	2,569	0.2
Tests finding faulty materials	55	53	23	24	24	0.2
Construction inspections	18,897	17,155	21,190	22,250	22,302	0.2
Inspections finding faulty construction	1,387	2,273	555	583	584	0.2
Utility cut permits issued	1,405	1,373	1,448	1,520	1,524	0.2
Utility cut inspections	1,315	1,447	3,561	3,739	3,748	0.2
Commercial Driveway inspection	-	-	101	106	106	0.2
Commercial Driveway inspection in less than 4 hours	-	-	99	104	104	0.2
Locates Made	-	-	20,093	21,098	21,148	0.2
Locates Causing infrastructure damage	-	-	2	-	-	-
Locates made on time	-	-	20,000	21,000	21,050	0.2

Engineering Overview

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Performance Metrics						
Capital Project and Design						
Construction budget will not exceed 110% of original budget (Goal 95%)	-	-	93.8%	94.0%	95.0%	1.1
Total budget will not be exceeded (Goal 95%)	-	-	93.3%	94.0%	95.0%	1.1
In House Design Schedule is met (Goal 95%)	-	-	84.6%	96.0%	95.0%	(1.0)
Construction schedule is met (Goal 80%)	-	-	97.0%	93.0%	80.0%	(14.0)
Development Engineering Services						
Percentage of construction plans reviewed within 5 days of assignment - Goal of 85%	79.0%	85.0%	78.0%	85.0%	85.0%	-
Percentage of construction plans reviewed within 10 days of assignment (Goal 95%)	98.0%	95.0%	89.0%	95.0%	95.0%	-
Percentage of drainage plan review comments issued within 15 business days of assignment (Goal 95%)	80.0%	95.0%	88.0%	95.0%	95.0%	-

FULL-TIME POSITIONS

Administrative Asst	2	Pro Rata Specialist	1
Assistant City Engineer	2	Right of Way Agent	1
Asst Right of Way Agent	1	ROW Management Coord	1
Civil Engineer I	2	Sr Civil Engineer I	4
Civil Engineer II	1	Sr Civil Engineer II	1
Civil Engineer III	1	Sr Construction Inspector	2
Civil Engineering Assoc I	3	Sr Engineering Inspector	7
Civil Engineering Assoc II	2	Sr Surveyor	1
Construction Inspection Supvr	1	Storm Water Utility Asst Coor	1
Development Technician	1	Water Util Locator/Inspector	4
Div Director of Eng/City Eng	1	TOTAL FULL-TIME POSITIONS	45
GIS Data Analyst	2		
GIS/CAD Technician	3		

Engineering Expenditures

Engineering Inspection Services	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 733,692	569,642	562,509	582,748	606,762	4.1
Benefits	299,168	253,660	245,369	258,436	273,886	6.0
Supplies	35,738	56,552	60,328	65,292	68,608	5.1
Maintenance	36,787	33,291	64,804	52,050	69,227	33.0
Professional Services/Training	82,037	8,534	8,816	13,170	16,592	26.0
Other Charges	26,299	27,314	22,566	23,362	26,593	13.8
Scheduled Charges	95,112	114,633	99,478	119,974	141,832	18.2
Capital Outlay/Reimbursements	21,040	(731,197)	(862,159)	(903,594)	(941,790)	4.2
TOTAL ENGINEERING INSPECTION SERVICES	\$ 1,329,872	332,429	201,712	211,438	261,710	23.8

Engineering Development Services

EXPENDITURES BY CATEGORY						
Compensation	\$ -	622,710	634,957	696,027	733,730	5.4
Benefits	-	239,540	247,387	289,767	305,894	5.6
Supplies	-	10,072	4,802	10,421	9,548	(8.4)
Maintenance	-	16,847	1,370	1,488	1,661	11.6
Professional Services/Training	-	28,347	28,959	75,300	47,770	(36.6)
Other Charges	-	-	-	8,160	7,000	(14.2)
Scheduled Charges	-	80,430	67,964	75,956	92,965	22.4
Capital Outlay/Reimbursements	-	(688,288)	(738,955)	(856,135)	(870,354)	1.7
TOTAL ENGINEERING DEVELOPMENT SERVICES	\$ -	309,658	246,485	300,984	328,214	9.0

Engineering CIP & Design

EXPENDITURES BY CATEGORY						
Compensation	\$ -	644,906	589,219	551,207	637,549	15.7
Benefits	-	261,413	250,856	245,988	289,321	17.6
Supplies	-	9,287	6,863	10,241	10,368	1.2
Maintenance	-	11,333	7,172	6,175	6,522	5.6
Professional Services/Training	-	42,072	21,279	82,660	82,360	(0.4)
Other Charges	-	2,377	2,819	2,500	2,500	-
Scheduled Charges	-	57,811	67,123	77,788	81,210	4.4
Capital Outlay/Reimbursements	-	(769,626)	(739,374)	(762,066)	(894,080)	17.3
TOTAL ENGINEERING CIP & DESIGN	\$ -	259,573	205,957	214,493	215,750	0.6

Solid Waste

Mission and Purpose

The Solid Waste Department provides solid waste services to the citizens of the City of Lubbock through the collection, disposal, and recycling of discarded materials in a manner that is safe, efficient, environmentally conscious, and cost effective.

The City provides garbage collection and disposal services to 78,175 residential customers and 2,605 commercial customers. The City operates two landfills. One of the City's landfill sites is designated as the Caliche Canyon Landfill and includes a citizen's transfer station. The second site is the West Texas Regional Disposal Facility located (WTRDF) in Abernathy, Texas, which opened in 1999, and is one of the largest permitted areas for a landfill in the State of Texas. With 1,260 acres, the expected useful life of this landfill is 119 years.

The Solid Waste Department provides the following services:

- Residential and limited commercial solid waste collection.
- Operate two landfills for Lubbock and surrounding communities to provide for citizen health and safety and disposal of 330,600 tons of municipal solid waste.
- Roll-off services for municipal accounts, cleanups, and special events.
- Provide support for neighborhood clean-ups, Keep Lubbock Beautiful (KLB) projects, and Codes Administration deployments.
- Bulky crews collect illegally dumped items from alleys.
- Operate four permanent recycling drop-off centers in compliance with Texas Commission on Environmental Quality (TCEQ) regulations, and operate six satellite recycling sites.
- Provide household hazardous waste drop-off program.
- Operate four Citizen Collection Stations in compliance with TCEQ regulations where citizens can drop off waste items too large for dumpsters or that are illegal to dispose in the dumpster.
- Provide funding for inmate work crews to clean and maintain South Loop 289, routes to the landfill, landfill properties, City parks, and public areas.
- Provide funding for the maintenance of unpaved alleys.
- Operate the Kings Park methane gas recovery system to provide for citizen health and safety and in compliance with TCEQ regulations.

Accomplishments for FY 2020-21

- Participated in the new billing and work order system with other City utilities through "go-live".
- Established recycling and waste minimization outreach campaign partnership efforts with the City's Communications and Marketing staff.
- Held departmental Operations Driving Skills Event.
- Updated recycling program brochures and website.
- Provided best management practices on proper recycling guidelines.
- Collaborated with Code Administration, Parks and Recreation, neighborhood associations, church and civic groups, and local entities to conduct 12 neighborhood and City cleanups.
- Completed Route Analysis and Cost of Service study.
- Completed evaluation of potential Transfer Station.
- Completed operational optimization study and began evaluation of implementation strategies.
- Completed minor renovations of Southside crew building.
- Initiated sampling and measurement for the Soil Vapor Extraction (SVE) pilot study.
- Installed new sampling devices in groundwater monitoring wells at Caliche Canyon Landfill.
- Initiated revision to Site Operating Plan for WTRDF.
- Installed approximately 1,000 LF of new fencing at WTRDF.
- KLB completed blacktop mural beautification project in District 2.
- Trained staff and implemented departmental functions in the new billing and utilities work order system.

Solid Waste

- Initiated project to acquire land, permit and design transfer station and construct facility.
- Initiated work to update gas collection and flare system at Caliche Canyon Landfill.

During the Covid-19 pandemic and during the recovery, solid waste services was deemed an essential service and provided its full array of services. Residential waste collections saw an increase in the volume of trash being generated and collected during the pandemic. The residential waste began to return to normal monthly tonnages and commercial waste tonnages began returning to normal levels. This impacted the operations at the WTRDF as well as increasing the number of residential collection vehicles trips to the landfill. The City's Caliche Canyon Landfill continued to operate at reduced hours to help supplement the operations at WTRDF. The recycling drop-off centers continued to operate normally. Additional drop-off locations were established at several parks to accept self-hauled debris from the significant storm event. The solid waste team maintained the utilization of enhanced safety protocols to protect the staff and the public.

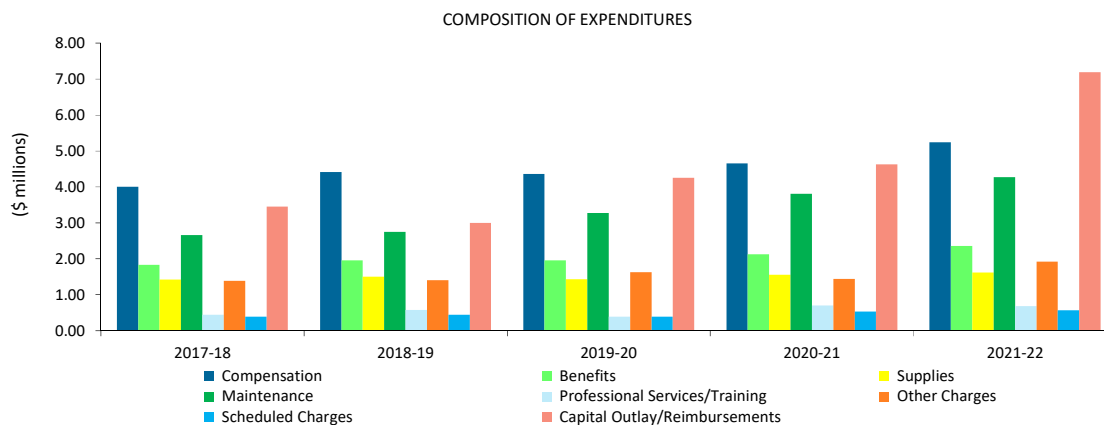
Objectives for FY 2021-22

- Continue promotion and increase participation for "10 on Tuesday" litter abatement pledge program.
- KLB will utilize its partnerships to expand the number of beautification projects through public art.
- Continue recycling and waste minimization outreach campaign partnership efforts with the City's Communications and Marketing staff.
- Conduct at least 4 "Pop-up" recycling events.
- Consider route service for the illegal dumping and large item Bulky Crew collection program.
- Continue expansion of the roll-out cart collection in neighborhoods without designated alleyways.
- Utilize rugged tablets for field communications and work order completion to increase efficiency.
- Continue partnerships with Code Enforcement, Parks and Recreation, neighborhood associations, church and civic groups, and local entities to conduct neighborhood and City cleanups.
- Continue changing out pumps in ground water wells.
- Continue to achieve a higher compaction rate, the goal is 1,400 lbs.
- Complete scale house renovation at WTRDF.
- Complete renovations to Caliche Canyon Shop.
- Continue project to acquire land, permit and design transfer station and construct facility.
- Expand SVE project at Caliche Canyon Landfill.
- Complete upgrades to gas collection and flare system at Caliche Canyon Landfill.
- Rebalance and realign waste collection routes.

Expenditure Overview:

- Total expenditures increased \$4.4 million, or 22.8 percent, compared to FY 2020-21.
- Compensation and Benefits increased \$827.4 thousand, or 12.2 percent, due to an average 4 percent compensation adjustment across all departments; the addition of two Heavy Equipment Operators and one Equipment Operator; and increased workers compensation and health insurance costs.
- Supplies increased \$66.3 thousand, or 4.3 percent, due to higher fuel charges and additional office, chemical, cleaning, uniform, clothing, and equipment supplies.
- Maintenance increased \$462.6 thousand, or 12.2 percent, due to higher vehicle, equipment and facility maintenance costs.
- Professional Services/Training decreased \$11.6 thousand, or 1.7 percent, due to lower contractual services and training expense.
- Other Charges decreased \$480.4 thousand, or 33.4 percent, due to higher utility billing cost, increased budget for new dumpsters for development, and replacement dumpsters that cannot be refurbished.
- Scheduled Charges increased \$42.7 thousand, or 8.1 percent, due to increases information technology charges, liability insurance, electricity and natural gas utilities, and telecommunication costs.
- Capital Outlay/Reimbursements increased \$2.6 million, or 55.3 percent, due to additional cash funded vehicle expenses, offset by a lower debt service payment.

Solid Waste Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 3,999,777	4,412,325	4,360,938	4,648,230	5,243,501	12.8
Benefits	1,832,167	1,955,684	1,957,700	2,125,627	2,357,751	10.9
Supplies	1,422,505	1,502,890	1,428,019	1,554,638	1,620,949	4.3
Maintenance	2,655,209	2,745,465	3,272,360	3,806,945	4,269,525	12.2
Professional Services/Training	440,311	572,803	388,759	696,879	685,292	(1.7)
Other Charges	1,388,065	1,404,385	1,626,851	1,436,827	1,917,258	33.4
Scheduled Charges	393,146	439,179	387,622	529,063	571,777	8.1
Capital Outlay/Reimbursements	3,449,795	2,997,374	4,253,424	4,629,542	7,187,620	55.3
TOTAL EXPENDITURES BY CATEGORY	\$ 15,580,975	16,030,105	17,675,673	19,427,751	23,853,673	22.8

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Residential Collection	65	67	67	67	69	2
Inmate Clean-Up	-	-	-	-	-	-
Solid Waste Disposal	24	23	23	23	24	1
Keep Lubbock Beautiful	-	-	-	-	-	-
Recycling Collection	5	6	6	6	6	-
TOTAL STAFFING	94	96	96	96	99	3

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Residential Collection						
Residential - Containers in Use	27,234	27,359	27,953	27,972	28,500	1.9
Service containers twice per week	92.0%	93.0%	85.0%	95.0%	95.0%	-
Spot check 320 alleys per week - collection standards	95.0%	95.0%	90.0%	95.0%	95.0%	-
Support 24 neighborhood and community cleanups	97.0%	97.0%	97.0%	100.0%	100.0%	-
Ensure employees wear required safety equipment	99.0%	99.0%	100.0%	100.0%	100.0%	-
Residential - Solid Waste Collected (Per Ton)	126,554	126,754	145,000	157,000	170,000	8.3
Recycling - Tons collected at Drop-off Center	1,580	1,580	1,288	1,400	1,500	7.1
Recycling - Tons of Brush/Bulky Items Disposal	1,115	1,115	216	700	800	14.3
Disposal - Yearly compaction rate for: Caliche Canyon Landfill (lb/cy)	800	800	886	850	850	-

Solid Waste Overview

METRICS/PERFORMANCE MEASURES	Actual	Actual	Actual	Projected	Target	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Projected
West Texas Region Disposal Facility						
(lbs/cy)	1,300	1,350	1,274	1,400	1,400	-
Disposal - Collection fee error rate	<1%	<1%	<1%	<1%	<1%	-
Disposal - Number of Texas Commission on Environmental Quality (TCEQ) violations	-	-	-	-	-	-
Disposal - Ensure employees wear required safety equipment	100.0%	100.0%	100.0%	100.0%	100.0%	-
Disposal - Total tons disposed	321,003	327,062	323,957	325,000	332,500	2.3
Disposal - Tons disposed per day of operation	1,066	1,083	1,133	1,136	1,163	2.3

FULL-TIME POSITIONS

Administrative Asst	2
Constr & Maint Wrkr	1
Customer Service Rep	5
Director of Solid Waste	1
Environ Compliance Spec II	1
Equipment Operator I	3
Equipment Technician	1
Heavy Equipment Operator	70
Lead Administrative Asst	1
Solid Waste Cust Serv Supvr	1
Solid Waste Educator Spvr.	1
Solid Waste Environ Compliance Coord	1
Solid Waste Foreman	8
Sr Equipment Technician	1
SW Coord - Collections	1
SW Coord - Disposal	1
TOTAL FULL-TIME POSITIONS	99

Solid Waste Expenditures

Residential Collection	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 2,581,423	2,918,081	2,889,764	3,044,484	3,503,952	15.1
Benefits	1,296,387	1,390,346	1,411,154	1,502,365	1,669,058	11.1
Supplies	886,233	951,136	926,974	961,160	1,000,796	4.1
Maintenance	1,648,164	1,646,675	2,080,933	2,435,151	2,781,070	14.2
Professional Services/Training	16,316	24,892	19,151	25,827	23,825	(7.8)
Other Charges	1,201,311	1,188,723	1,351,413	1,356,909	1,838,516	35.5
Scheduled Charges	228,703	217,437	215,716	257,322	298,871	16.1
Capital Outlay/Reimbursements	2,114,558	1,651,013	860,130	812,584	1,897,561	133.5
TOTAL RESIDENTIAL COLLECTION	\$ 9,973,094	9,988,304	9,755,236	10,395,802	13,013,649	25.2

Inmate Clean-Up

EXPENDITURES BY CATEGORY						
Compensation	\$ -	-	-	-	-	-
Benefits	-	-	-	-	-	-
Supplies	23,250	21,671	10,667	29,411	27,073	(7.9)
Maintenance	32,354	28,984	43,675	33,644	35,217	4.7
Professional Services/Training	222,971	207,631	110,818	292,080	292,080	-
Other Charges	-	-	-	-	-	-
Scheduled Charges	2,678	5,572	2,870	4,545	4,377	(3.7)
Capital Outlay/Reimbursements	12,141	-	-	-	-	-
TOTAL INMATE CLEAN-UP	\$ 293,393	263,857	168,030	359,680	358,747	(0.3)

Solid Waste Disposal

EXPENDITURES BY CATEGORY						
Compensation	\$ 1,151,811	1,180,743	1,136,500	1,253,546	1,356,354	8.2
Benefits	444,528	452,577	422,505	497,671	549,381	10.4
Supplies	487,327	498,582	455,209	519,809	546,197	(2.9)
Maintenance	909,165	1,003,733	1,057,604	1,251,220	1,379,378	(2.9)
Professional Services/Training	168,858	321,043	232,619	330,649	321,024	(2.9)
Other Charges	168,223	200,913	260,888	48,171	46,995	(2.4)
Scheduled Charges	144,036	187,832	153,628	243,924	236,837	(2.9)
Capital Outlay/Reimbursements	1,284,132	1,303,908	3,358,943	3,775,232	5,251,179	39.1
TOTAL SOLID WASTE DISPOSAL	\$ 4,758,081	5,149,332	7,077,895	7,920,222	9,687,345	22.3

Keep Lubbock Beautiful

EXPENDITURES BY CATEGORY						
Compensation	\$ -	-	-	-	-	-
Benefits	-	-	-	-	-	-
Supplies	5,112	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Professional Services/Training	3,719	-	-	-	-	-
Other Charges	18,171	200	-	-	-	-
Scheduled Charges	-	-	-	-	-	-
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL KEEP LUBBOCK BEAUTIFUL	\$ 27,002	200	-	-	-	-

Recycling Collection

EXPENDITURES BY CATEGORY						
Compensation	\$ 266,543	313,500	334,673	350,200	383,195	9.4
Benefits	91,252	112,761	124,041	125,591	139,312	10.9
Supplies	20,583	31,501	35,169	44,258	46,883	5.9
Maintenance	65,527	66,073	90,148	86,930	73,860	(15.0)
Professional Services/Training	28,446	19,237	26,172	48,323	48,363	0.1
Other Charges	360	14,548	14,550	31,747	31,747	-
Scheduled Charges	17,730	28,339	15,407	23,272	31,692	36.2
Capital Outlay/Reimbursements	38,965	42,454	34,351	41,726	38,880	(6.8)
TOTAL RECYCLING COLLECTION	\$ 529,405	628,413	674,511	752,047	793,932	5.6

Streets

Mission and Purpose

Provide well-maintained and developed public right-of-way to enhance mobility and provide for the safe movement of the public. The Streets Department provides the following services:

- Timely response to citizen requests.
- Repair potholes.
- Perform maintenance on paved streets.
- Perform street repair and patching for utility cuts.
- Maintain and repair paved/unpaved streets, alleys, concrete streets, and valley gutters.
- Clean debris from streets.
- Respond to emergencies involving snow, ice, and/or flooding.
- Provide barricades for special events and emergencies.
- Set up work zones for Public Works operations that provide a safe work environment for personnel and an orderly movement of all users of City right-of-ways.
- Clean, repair, and perform maintenance of storm sewer inlets and drain pipes.
- Public Works Dispatch provides effective, courteous, and professional communication between City staff and citizens via phone calls, radio, and citizen portals.

Goals and Objectives

- Grade unpaved streets and alleys on a regular basis.
- Respond to pothole complaints within two business days.
- Treat and plow thoroughfare roads during ice and snow events to maintain traffic flow.
- Maintain and repair concrete alleys and valley gutters.
- Provide preventative maintenance techniques each year on eight percent of streets that are in good condition in order to prevent further deterioration.
- Maintain an average Pavement Condition Rating (PCR) for all paved streets above 80 percent.
- Provide assistance in base failure repairs, utility cut repair and construction projects for City departments.
- Ensure paved streets are acceptably clean to prevent accelerated deterioration and promote efficient management of storm water.
- Ensure storm sewer inlets and lines are cleaned and maintained for proper system function.
- Dispatch staff as necessary to maintain an effective communication between City staff and citizens.

Accomplishments for FY 2020-21

- Completed proactive maintenance of 3.5 percent of City streets through concrete and asphalt repairs, in-house removal and relay, asphalt rejuvenation products and total rebuilding.
- Multiple staff assisted with COVID-19 vaccination clinics and contact tracing programs.
- Performed a pavement condition assessment on City streets through the use of a laser-camera array for improved pavement preservation management.
- Used crusher and screener to recycle approximately 19,800 cubic yards of asphalt and concrete for the stabilization of alleys and unpaved streets.
- Performed removal and re-lay on 10 lane miles of residential streets.
- Patched approximately 68,446 square feet of potholes and 21,525 square yards of base failures and utility cut repairs.
- Graded approximately 256 miles of unpaved streets and 713 miles of alleys through routine maintenance and citizen requests.
- Stabilized 3 miles of unpaved alleys.
- Street Cleaning collected 15,746 cubic yards of debris from 12,626 lane miles of City streets.
- Cleaned 880 drain inlets and removed 102 tons of debris.
- Assisted with traffic control for the Ironman Triathlon.
- Assisted with traffic control for special events that comply with social distancing regulations, as expressed by the Governor, during the pandemic.

Streets

- Began the implementation of Cartegraph asset management/work order system and Integrated Resident Information System (IRIS).
- Public Works Dispatch processed 135,000 requests: phone calls, emails, radio calls and work orders.

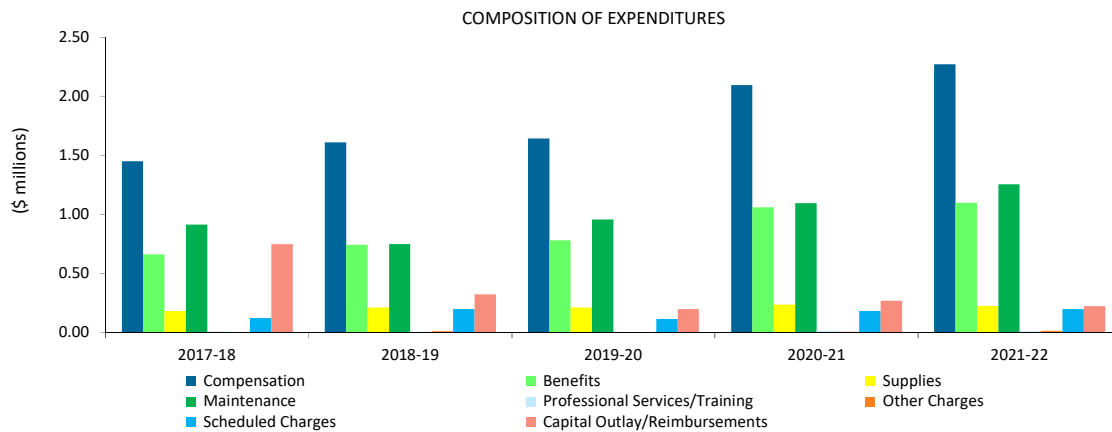
Objectives for FY 2021-22

- Continue proactive street maintenance through Capital Improvement Projects (CIP) on City streets.
- Implement a new Pavement Condition Index system utilizing smart technology and industry standards.
- Research surface treatments that will extend street life.
- Continue updating city-wide pavement condition index to provide optimal pavement preservation.
- Continue the implementation of Cartegraph asset management/work order system.
- Improve customer response time.
- Use the crusher and power screener to recycle concrete and asphalt salvage from CIP and street maintenance projects.
- Stabilize and rebuild unpaved alleys with recycled base, concrete and asphalt millings.
- Public Works Dispatch will provide satisfactory customer service in high-energy public works communications.

Expenditure Overview

- Total expenditures increased \$343.1 thousand, or 6.9 percent, compared to the FY 2020-21.
- Compensation and Benefits increased \$214.6 thousand, or 6.8 percent, due to an average 4 percent compensation adjustment across all departments; market adjustments for some positions; and increased health insurance costs.
- Supplies decreased \$8.7 thousand, or 3.7 percent, due to lower expected fuel usage and office supplies.
- Maintenance increased \$159.8 thousand, or 14.6 percent, due to higher department vehicle and equipment maintenance expenses.
- Professional Services/Training decreased \$1.3 thousand, or 8.5 percent, due to a reduction in anticipated training and travel costs.
- Other Charges increased \$8.1 thousand, or 125.6 percent, due to an additional computer equipment expense.
- Scheduled Charges increased \$14.9 thousand, or 8.1 percent, due to higher information technology allocation, liability insurance, and electric utility charges.
- Capital Outlay/Reimbursements decreased \$44.5 thousand, or 16.5 percent, due to higher reimbursable department expenses and lower department vehicle debt payments.

Streets Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 1,450,786	1,610,052	1,643,670	2,095,146	2,272,560	8.5
Benefits	663,460	744,454	781,771	1,060,760	1,097,941	3.5
Supplies	184,122	214,415	213,945	236,760	228,085	(3.7)
Maintenance	915,124	750,580	958,465	1,095,696	1,255,536	14.6
Professional Services/Training	9,259	7,773	5,308	15,264	13,964	(8.5)
Other Charges	3,040	12,027	4,222	6,482	14,622	125.6
Scheduled Charges	124,811	199,531	116,609	184,320	199,263	8.1
Capital Outlay/Reimbursements	750,260	324,673	198,875	269,267	224,789	(16.5)
TOTAL EXPENDITURES BY CATEGORY	\$ 4,100,862	3,863,505	3,922,865	4,963,695	5,306,760	6.9

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Public Works - Streets	36	32	32	32	29	(3)
Public Works Dispatch	-	6	6	6	6	-
Alley Maintenance	14	14	14	14	13	(1)
TOTAL STAFFING	50	52	52	52	48	(4)

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Base failures/utility cut repairs (SY)	29,700	17,203	17,671	21,525	21,525	-
Total lane miles of paved streets within City limits	3,340	3,340	3,384	3,405	3,425	0.6
Contracts (PMO)						
Concrete Patching Contracts (SY)	10,358	12,738	8,600	8,500	8,750	2.9
Asphalt Rejuvenator (Residential) (SY)	686,651	839,728	864,429	869,500	868,680	(0.1)
Micro-Surfacing (SY)	-	-	687,372	553,053	650,000	17.5
1. Collectors	-	-	-	-	-	-
2. Residentials	-	-	687,372	553,053	650,000	17.5
3. Major Thoroughfares	-	-	-	-	-	-
Street Reconstruction (Major Thoroughfares) (SY)	98,318	111,720	57,545	26,000	65,000	150.0
Concrete replacement (PMO)						
Intersections (SY)	1,400	6,164	2,993	2,600	2,500	(3.8)
Valley gutters (SY)	3,300	2,593	4,174	4,200	4,500	7.1
Number of ADA curb ramps constructed	37	40	72	75	70	(6.7)
In-house remove and relay program (SY)	18,268	-	30,922	72,951	40,713	(44.2)
Potholes reported internally and externally repaired within 2 business days	0.0%	61.0%	74.0%	78.0%	80.0%	2.6
Grade unpaved alleys at a minimum of twice annually (miles)	1,087	875	811	710	871	22.7

Streets Overview

METRICS/PERFORMANCE MEASURES	Actual	Actual	Actual	Projected	Target	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Projected
Maintain an average Pavement Condition Rating	76.0%	76.0%	76.0%	78.0%	79.0%	1.3
Alley Maintenance						
Miles bladed of unpaved streets and alleys	1,488	1,199	1,096	970	1,188	22.5
Total miles of rebuilt alleys	9	1	10	3	6	100.0
Production of reclaimed concrete for alley maintenance (CuYd)	1,310	2,940	1,540	4,272	2,516	(41.1)
Production of reclaimed asphalt/caliche millings for alley maintenance (CuYd)	13,383	16,406	20,195	19,800	17,446	(11.9)
Call Volume for Public Works Dispatch						
Phone calls coming in	36,508	35,034	34,151	35,000	35,173	0.5
Phone calls going out	21,803	18,159	19,039	20,000	19,750	(1.3)
Email: received or responded	21,649	23,346	24,960	28,000	24,489	(12.5)
Radio calls coming in or out	24,153	17,494	14,076	15,000	17,681	17.9
Work Orders	37,696	36,646	34,687	37,000	36,507	(1.3)
<hr/>						
FULL-TIME POSITIONS						
Administrative Assistant	2					
Construction and Maintenance Foreman	2					
Construction and Maintenance Leader	7					
Construction and Maintenance Worker	1					
Director of Public Utilities	1					
Heavy Equipment Operator	24					
Public Works Dispatcher	4					
Public Works Dispatcher Supervisor	1					
Sr Constr & Maint Foreman	1					
Sr Construction Inspector	1					
Sr Engineering Inspector	2					
Street Maint Supvr	1					
Utility Dispatch Supervisor	1					
TOTAL FULL-TIME POSITIONS	<u>48</u>					

Streets Expenditures

Public Works - Streets	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 1,054,376	959,248	981,029	1,340,799	1,439,343	7.3
Benefits	450,277	412,866	438,179	667,791	681,549	2.1
Supplies	96,066	100,961	107,646	107,890	113,874	5.5
Maintenance	710,045	523,200	631,180	753,193	821,592	9.1
Professional Services/Training	6,431	6,042	4,432	10,808	9,808	(9.3)
Other Charges	2,122	8,751	2,053	3,241	11,741	262.3
Scheduled Charges	109,419	167,278	95,951	134,977	144,811	7.3
Capital Outlay/Reimbursements	318,208	452,223	363,963	451,722	409,905	(9.3)
TOTAL PUBLIC WORKS - STREETS	\$ 2,746,944	2,630,569	2,624,433	3,470,421	3,632,623	4.7

Public Works Dispatch

EXPENDITURES BY CATEGORY						
Compensation	\$ -	184,906	204,392	232,136	244,467	5.3
Benefits	-	88,708	111,833	115,136	123,182	7.0
Supplies	-	5,840	6,630	8,491	8,618	(22.6)
Maintenance	-	96	-	-	-	(22.6)
Professional Services/Training	-	133	89	1,325	1,025	(22.6)
Other Charges	-	1,377	1,089	2,161	1,801	(16.7)
Scheduled Charges	-	420	6,111	5,664	6,944	22.6
Capital Outlay/Reimbursements	-	(127,550)	(165,088)	(182,455)	(185,116)	1.5
TOTAL PUBLIC WORKS DISPATCH	\$ -	153,930	165,055	182,458	200,921	10.1

Alley Maintenance

EXPENDITURES BY CATEGORY						
Compensation	\$ 396,410	465,898	458,249	522,211	588,750	12.7
Benefits	213,184	242,880	231,760	277,833	293,210	5.5
Supplies	88,056	107,614	99,669	120,379	105,593	(12.3)
Maintenance	205,079	227,284	327,285	342,503	433,944	26.7
Professional Services/Training	2,827	1,598	787	3,131	3,131	-
Other Charges	918	1,898	1,080	1,080	1,080	-
Scheduled Charges	15,392	31,834	14,546	43,679	47,508	8.8
Capital Outlay/Reimbursements	432,052	-	-	-	-	-
TOTAL ALLEY MAINTENANCE	\$ 1,353,918	1,079,006	1,133,377	1,310,816	1,473,216	12.4

Traffic

Mission and Purpose

Provide safe and efficient traffic movement through design, operation, and construction of traffic control systems, traffic control signals, signs, and pavement markings in accordance with state and federal standards.

Goals and Objectives

- Perform traffic counts at one third of signalized intersections annually (70 signals).
- Refresh pavement markings on 50 percent of arterials and collectors annually (1000 linear miles).
- Complete over 90 percent of studies triggered by citizen requests and provide results to requester within four weeks.
- Construct traffic signals within five months of Citizen Traffic Commission (CTC) approval.
- Restore out of service IT Fiber optic cable within 12 hours of service loss.
- Review one-third of city-wide signal timing plans annually.

Accomplishments for FY 2020-21

- Operated the joint Traffic Management Center (TMC) from 7:00 AM to 6:30 PM, Monday through Friday.
- Responded to over 300 TMC incidents.
- Installed Flashing Yellow Arrow signal indications throughout the City to comply with new the Texas Manual on Uniform Traffic Control Devices (TMUTCD) standard.
- Responded to citizen and 3-1-1 Call Center requests within 24 hours. Responded to emergency call-outs immediately.
- Continued temporary timing changes at intersections during incidents such as crashes and police road closures and downloaded minor offset and split adjustments at intersections throughout the city to maintain timing plan efficiency.
- Designed and constructed pedestrian crosswalk facility for Buddy Holly Hall.
- Designed and constructed Mac Davis Lane pavement marking reconfiguration.
- Monitored and retimed signals as necessary in construction zones.
- Completed Downtown One-Way to Two-Way Street Conversion project.
- Signal re-timing projects are as follows:
 - 98th Street from Frankford Avenue through University Avenue (All plans).
 - 114th Street from Slide Road to Indiana Avenue (All Plans).
 - 34th Street from Milwaukee Avenue to Chicago Avenue (All Plans).
 - 4th Street and Indiana Avenue dual left northbound.
- Designed and constructed a new traffic signal at the following locations:
 - 4th Street and Knoxville Avenue.
 - 91st Street and University Avenue.
- Completed signal restorations at the following locations:
 - 7th Street and Indiana Avenue.
 - 4th Street TxDOT pedestrian facility improvement project.
 - 19th Street and Avenue K, part of the one-way to two-way street conversion.
 - Broadway Street and Avenue M, part of the one-way to two-way street conversion.
 - Broadway Street and Avenue L, part of the one-way to two-way street conversion.
 - Broadway Street and Avenue K, part of the one-way to two-way street conversion.
- Produced, repaired, and replaced or installed approximately 4,000 signs throughout the city.
- Repainted over 200 crosswalks, stop bars and pavement markings including turn arrows, straight arrows and combination arrows.

Traffic

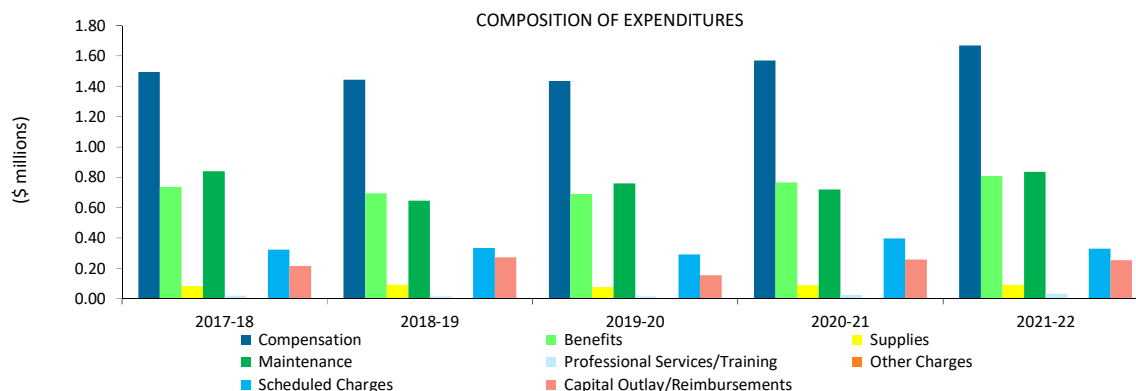
Objectives for FY 2021-22

- Install traffic calming devices, speed cushion projects, and implement policies developed as part of the Neighborhood Traffic Management Program.
- Install new traffic signals that have been vetted and approved by CTC.
- Install closed circuit television (CCTV) cameras at arterial-to-arterial interchanges throughout the city to manage traffic emergency and work zone incidents.
- Continue installation of battery backup systems at intersections throughout the city to mitigate dark signal head events during power outages.
- Continue communications system upgrade by installing fiber optic cable throughout the city to add City facilities to the City network.
- Continue the flashing yellow arrow upgrade mandated by the TMUTCD.

Expenditure Overview

- Total expenditures increased \$193.9 thousand, or 5.1 percent, compared to FY 2020-21
- Compensation and Benefits increased \$140.4 thousand, or 6 percent, due to an average 4 percent compensation adjustment across all departments; market adjustments for some positions; and increased health insurance costs.
- Supplies increased \$1.8 thousand, or 2 percent, due to higher projected fuel costs.
- Maintenance increased \$114.9 thousand, or 15.9 percent, due to an increase in department vehicle, equipment, street, lighting, and system maintenance expenses.
- Professional Services/Training increased \$8.9 thousand, or 35.4 percent, due to higher contractual services and professional dues.
- Scheduled Charges decreased \$68.4 thousand, or 17.2 percent, due to lower Information Technology service costs, Property Insurance, Liability Insurance, and electric utility expenses.
- Capital Outlay/Reimbursements decreased \$3.3 thousand, or 1.3 percent, due to a reduced vehicle equipment debt.

Traffic Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 1,494,432	1,443,402	1,436,152	1,571,395	1,669,155	6.2
Benefits	738,501	695,045	691,510	766,816	809,458	5.6
Supplies	84,558	91,284	78,349	90,001	91,835	2.0
Maintenance	841,114	646,853	760,838	721,639	836,494	15.9
Professional Services/Training	20,704	16,910	16,781	25,218	34,133	35.4
Other Charges	2,693	2,102	2,428	2,907	2,531	(12.9)
Scheduled Charges	323,567	334,417	292,517	398,602	330,194	(17.2)
Capital Outlay/Reimbursements	217,754	274,556	156,068	258,852	255,522	(1.3)
TOTAL EXPENDITURES BY CATEGORY	\$ 3,723,324	3,504,570	3,434,644	3,835,430	4,029,322	5.1

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Traffic Engineering & Design	9	8	8	8	8	-
Traffic Operations	26	26	26	26	26	-
TOTAL STAFFING	35	34	34	34	34	-

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Traffic counts performed	101	122	103	125	125	-
Signal timing adjustments	754	732	645	700	700	-
Citizen requests processed	304	333	253	300	300	-
Traffic Management Center (TMC) incident responses	619	1,106	341	400	400	-
Signs produced and installed	6,955	7,072	4,446	4,000	5,500	37.5
Crosswalks/Stop Bars/Legends installed	1,029	139	251	225	225	-
Signals Constructed/Removed/Major Upgrades	68	62	72	70	70	-
Emergency calls (signals)	1,025	1,089	1,178	1,000	1,000	-
Signs relamped (bulbs and LED)	146	119	115	115	115	-
Fiber Splices	2,546	302	1,421	2,500	2,000	(20.0)
New School Zones Processed/Reviewed/ Installed	3	-	-	-	-	-
Signal Counts						
Perform Traffic Counts at 1/3 of signalized intersections annually-Total Intersections	44	86	21	85	85	-
Perform Traffic Counts per citizen requests to study for signal installation	57	36	48	80	80	-
Install miles of fiber optic communications cable	14	14	5	15	10	(33.3)
Preventative Maintenance						
Inspect 100% Signalized Intersections (Texas Department of Transportation and City of Lubbock) annually (signals)	36.0%	26.0%	46.0%	50.0%	50.0%	-

Traffic Overview

METRICS/PERFORMANCE MEASURES	Actual	Actual	Actual	Projected	Target	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Projected
Refresh pavement markings on 50% of arterials & collectors annually (1,000 linear miles)	142	326	899	1,000	1,000	-
Refresh pavement markings for school campuses-1/2 refreshed annually (campus)	66	66	66	66	66	-
Citizen Requests						
Reply to initial request (24 hours)	97.0%	100.0%	100.0%	100.0%	100.0%	-
Studies completed and responded to requestor (4 weeks)	94.0%	95.0%	92.0%	95.0%	95.0%	-
Citizen Traffic Commission (CTC) approved signals installed (5 months)	-	100.0%	100.0%	100.0%	100.0%	-
CTC approved High-Intensity Activated crosswalk beacon (HAWKS) installed (3 months)	-	100.0%	0.0%	100.0%	100.0%	-
Fiber Optic Repairs to cable maintained by City of Lubbock Traffic						
Restore out of service IT Fiber Optic (12 hours)	100.0%	100.0%	0.0%	100.0%	100.0%	-
Restore out of service Traffic Fiber Optic (24 hours)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Signal Timing Adjustments						
Review city-wide 1 of 3 signal timing plan annually	221	226	228	228	228	-
FULL-TIME POSITIONS						
Administrative Asst	1					
City Traffic Engineer	1					
Civil Engineer	1					
Director of Traffic Operations	1					
Equipment Operator II	2					
Fiber Optic Technician	3					
GIS/CAD Technician	1					
Traffic Data Technician	1					
Traffic Maint Foreman	2					
Traffic Maint Supvr	1					
Traffic Maint Wrkr	5					
Traffic Mgmt Ctr Engineer/Mgr	1					
Traffic Operations Mgr	1					
Traffic Signal Inspect Coord	1					
Traffic Signal Maint Wrkr	3					
Traffic Signal Supvr (Const.)	1					
Traffic Signal Supvr (Maint.)	1					
Traffic Signal Tech	6					
Traffic Technical Svcs Coord	1					
TOTAL FULL-TIME POSITIONS	34					

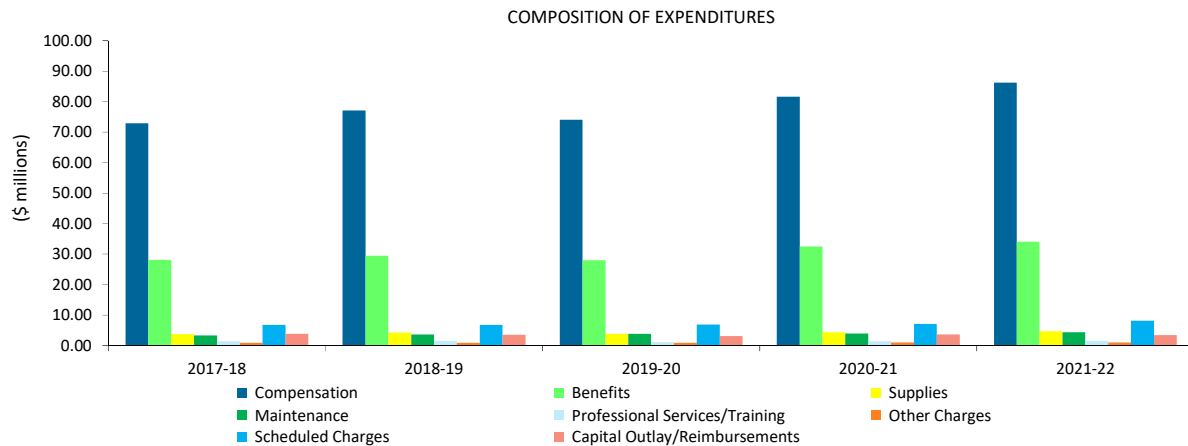
Traffic Expenditures

Traffic Engineering & Design						
	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 571,318	541,511	559,740	549,424	580,606	5.7
Benefits	226,453	210,015	214,688	218,682	230,236	5.3
Supplies	7,252	8,140	7,316	5,940	6,730	13.3
Maintenance	18,239	26,331	6,748	10,661	13,536	27.0
Professional Services/Training	8,630	5,620	2,801	7,364	7,579	2.9
Other Charges	1,375	1,418	1,450	1,451	1,451	-
Scheduled Charges	108,673	105,048	102,188	118,295	120,072	1.5
Capital Outlay/Reimbursements	-	-	-	87,100	87,418	0.4
TOTAL TRAFFIC ENGINEERING & DESIGN	\$ 941,940	898,084	894,931	998,917	1,047,628	4.9

Traffic Operations

Traffic Operations						
EXPENDITURES BY CATEGORY						
Compensation	\$ 923,114	901,891	876,412	1,021,971	1,088,549	6.5
Benefits	512,048	485,031	476,822	548,134	579,222	5.7
Supplies	77,306	83,144	71,033	84,061	85,105	1.2
Maintenance	822,875	620,522	754,091	710,978	822,958	15.8
Professional Services/Training	12,074	11,290	13,981	17,854	26,554	48.7
Other Charges	1,319	684	977	1,456	1,080	(25.8)
Scheduled Charges	214,894	229,368	190,329	280,307	210,122	(25.0)
Capital Outlay/Reimbursements	217,754	274,556	156,068	171,752	168,104	(2.1)
TOTAL TRAFFIC OPERATIONS	\$ 2,781,384	2,606,486	2,539,713	2,836,513	2,981,694	5.1

General Fund - Public Safety & Health



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 72,941,550	77,164,101	74,099,255	81,668,012	86,241,440	5.6
Benefits	28,092,168	29,543,488	28,080,512	32,551,327	34,165,135	5.0
Supplies	3,805,831	4,283,422	3,874,735	4,464,293	4,725,335	5.8
Maintenance	3,388,392	3,686,953	3,910,709	4,009,243	4,427,276	10.4
Professional Services/Training	1,472,400	1,597,330	1,206,190	1,529,285	1,610,982	5.3
Other Charges	915,070	955,658	987,584	1,041,114	1,114,234	7.0
Scheduled Charges	6,813,133	6,792,671	6,983,043	7,102,422	8,172,200	15.1
Capital Outlay/Reimbursements	3,868,300	3,634,811	3,201,899	3,724,295	3,463,655	(7.0)
TOTAL EXPENDITURES BY CATEGORY	\$ 121,296,844	127,658,434	122,343,928	136,089,991	143,920,257	5.8

EXPENDITURES BY DEPARTMENT	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Animal Services	\$ 2,068,966	2,311,037	2,085,469	2,447,825	2,634,499	7.6
Fire Rescue	51,468,455	54,624,050	45,776,737	56,475,048	59,515,674	5.4
Municipal Court	1,859,530	1,866,208	1,879,738	1,900,570	1,958,215	3.0
Police	64,563,991	67,341,293	70,765,408	73,480,446	77,801,456	5.9
Public Health	1,335,902	1,515,846	1,836,576	1,786,102	2,010,413	12.6
TOTAL EXPENDITURES BY DEPARTMENT	\$ 121,296,844	127,658,434	122,343,928	136,089,991	143,920,257	5.8

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Animal Services	25	25	25	27	27	-
Fire Rescue	434	435	438	439	441	2
Municipal Court	19	21	21	21	21	-
Police	555	565	577	578	573	(5)
Public Health	23	24	40	50	50	-
TOTAL STAFFING	1,056	1,070	1,101	1,115	1,112	(3)



Animal Services

Mission and Purpose

Safeguard the health, safety, and welfare of Lubbock citizens while implementing humane animal treatment in accordance with City, State, and Federal animal regulations through the monitoring, control, and protection of animals in the City.

The Animal Services Department provides the following services:

- Adoption programs for displaced, unclaimed, and unwanted animals.
- Promote disease prevention by providing vaccinations upon intake for all pets.
- Partner with local and out of state transport/rescue groups and fosters.
- Reunite lost animals with their owners.
- Promote responsible pet ownership by implementing educational opportunities.
- Investigate and resolve reports of animal cruelty or mistreatment.

Goals and Objectives

- Reduce the number of unwanted pets through spay/neuter on-site at Lubbock Animal Shelter (LAS) with contracted Veterinarian
- Provide animal microchips through public promotions and community events.
- Educate on laws and rules that protect the health and safety of the public and their pets.
- Provide professional, competent, and ethical Animal Control Officers through quality training and leadership.

Accomplishments for FY 2020-21

- Continued to adopt and foster animals throughout the COVID-19 pandemic
- Moved to spaying/neutering all animals in-house to reduce outsourcing costs and backyard breeding
- Field Operations was altered to accommodate 24/7 schedule to reduce overtime pay and increase efficiency
- Expanded the transport program by two new rescue additions
- Implemented enrichment programs for dogs to get out and play everyday
- Conducted media interviews/dog features virtually to promote the shelter
- Created and participated in COVID-safe events to engage the community and their interest
- Created an appointment-based system to conserve resources and get animals home before entering the shelter
- Enhanced social media outlets to educate the community and spread truth about LAS mission
- Increased volunteerism by implementing a new system and becoming more engaged with the public

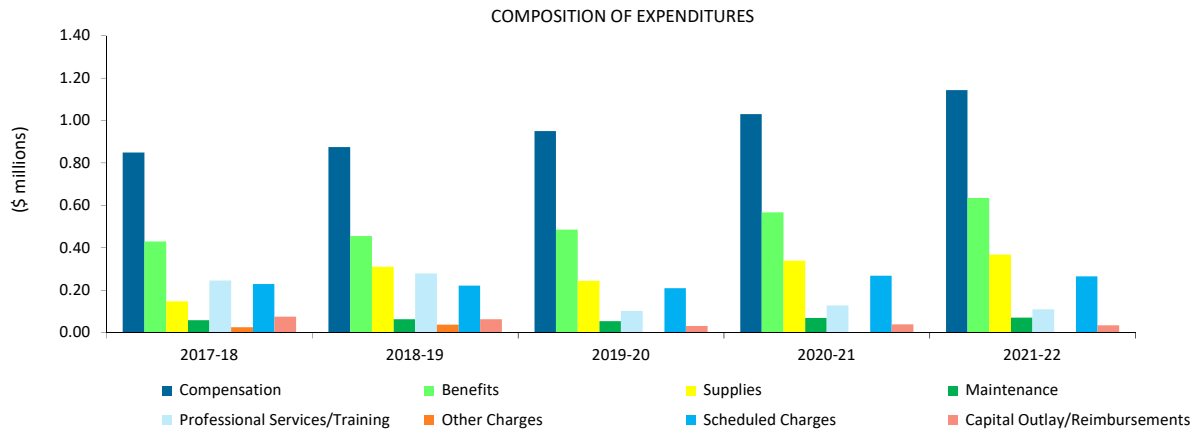
Objectives for FY 2021-22

- Increase the transport program to decrease the number of strays in Lubbock.
- Increase the number of spay and neuter procedures performed in-house.
- Provide enrichment for animals through an organized and thorough playgroup program.
- Improve our adoption and foster program to reduce long stay animals and better serve the animals in the facility.
- Community outreach and education to improve public health and reduce intakes.

Expenditures Overview

- Total expenditures increased by \$186.7 thousand, or 7.6 percent, when compared to FY 2020-21.
- Compensation and Benefits increased \$181.3 thousand, or 11.3 percent, due to an average 4 percent compensation adjustment across all departments and increases in overtime pay and health insurance costs.
- Supplies increased \$27.9 thousand, or 8.2 percent, due to returning animal and uniform supplies back to pre-pandemic levels and increases in fuel costs.
- Professional services decreased \$18.5 thousand, or 14.2 percent, due to custodial contract adjustments offset by the costs associated with the new Animal Rescue Transport Program.
- Scheduled charges decreased by \$3.2 thousand, or 1.2 percent, due to a reduction in information technology charges and utility costs.
- Capital Outlay/Reimbursements decreased by \$3.5 thousand, or 8.7 percent, due to a reduced tax note payment.

Animal Services Overview



EXPENDITURES BY CATEGORY	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 849,865	875,674	951,178	1,030,313	1,143,274	11.0
Benefits	430,070	456,856	486,053	568,084	636,379	12.0
Supplies	148,923	311,174	245,135	340,325	368,260	8.2
Maintenance	60,535	64,204	55,824	69,968	72,585	3.7
Professional Services/Training	246,376	279,261	104,064	129,717	111,267	(14.2)
Other Charges	26,666	38,220	264	-	-	-
Scheduled Charges	230,327	222,018	210,537	269,835	266,607	(1.2)
Capital Outlay/Reimbursements	76,204	63,631	32,415	39,583	36,127	(8.7)
TOTAL EXPENDITURES BY CATEGORY	\$ 2,068,966	2,311,037	2,085,469	2,447,825	2,634,499	7.6

STAFFING	Actual	Actual	Actual	Budget	Budget	Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Animal Services	25	25	25	27	27	-
TOTAL STAFFING	25	25	25	27	27	-

METRICS/PERFORMANCE MEASURES	Actual	Actual	Actual	Projected	Target	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Projected
Service Metrics						
Total Animals Processed	11,189	14,845	10,054	10,500	10,500	-
Total Live Intake	8,951	8,844	7,570	7,040	8,000	13.6
Canines Adopted	1,626	3,026	2,539	2,200	2,350	6.8
Felines Adopted	732	1,189	1,093	900	1,000	11.1
Transports Out	n/a	n/a	447	828	1,100	
Animal Bites	785	915	894	800	850	6.3
Aggressive Dog Calls	1,241	1,450	1,545	1,150	1,400	21.7
Owner Surrendered	2,267	1,791	1,051	900	1,100	22.2
Total Service Calls	14,488	15,557	14,108	14,150	14,575	3.0
Performance Metrics						
Total Animal Live Release	4,334	5,432	6,758	5,000	6,500	30.0
Reclaimed / Returned to Owner	1,976	1,217	1,187	900	1,150	27.8
Total Animal Live Release (Goal 90%)	60.3%	93.0%	97.3%	98.7%	98.0%	(0.7)

FULL-TIME POSITIONS	
Administrative Asst.	1
Animal Services Officer	15
Animal Services Supervisor	2
Asst Director Animal Services	1
Customer Service Rep	4
Director of Animal Services	1
Kennel Attendant	2
Lead Animal Services Officer	1
TOTAL FULL-TIME POSITIONS	27

Fire Rescue

Mission and Purpose

Protect life and property by providing unparalleled emergency response and life safety services. The Fire Department provides the following services:

- Deliver prompt and qualified emergency fire, rescue and medical response services.
- Conduct fire and life safety inspections, inspect fire extinguishers and fire alarm systems, perform fire and arson investigations, and maintain records and data.
- Maintain fire apparatus and equipment to National Fire Protection Association and response standards to maximize availability and reduce lifecycle cost.
- Provide fire prevention training for Fire Department personnel, City departments, organizations, and businesses.
- Provide public safety education and programs, business fire safety surveys, and fire hydrant maintenance.
- Provide 911 call taking and dispatch services for fire personnel and equipment to fire, rescue, and first responder medical calls.
- Coordinate the citywide response to large-scale emergencies and disasters to include planning, preparedness, response and recovery.
- Maintain operational functionality of the EOC.
- Develop, maintain, and submit City/County Emergency Management Plan and Hazard Mitigation Plan for City Council and State of Texas approval.

Overview

The Lubbock Fire Department is dedicated to providing unparalleled emergency response and life safety services for the City. The Fire Department currently serves the citizens of Lubbock with 406 sworn personnel positions, and 33 non-civil service personnel positions. As the city has continued to grow geographically and in population, the Fire Department has striven to accommodate that growth in order to maintain, and enhance the quality of services historically provided. Our Emergency Management Division coordinated a multi department response to the COVID-19 pandemic and worked with State agencies to ensure necessary PPE was provided to area agencies. Firefighters assisted the Health Department with contact tracing, call center operations, testing, and vaccinations. Fire Marshals performed continuous business inspections to ensure compliance with State and local directives. Improvements continue to be made to citywide fire stations through approved budgeted maintenance monies. Apparatus and equipment purchases to improve firefighter safety and fire department operations continue to be made with approved budgeted funding.

Goals and Objectives

- Protect the lives and property of citizens through hazard abatement, inspection, education, and fire investigations.
- Maintain fire department vehicles, tools, and equipment to ensure safe and effective firefighting operations.
- Develop, present, and oversee innovative training programs.
- Provide firefighters and citizens with public safety communications by answering incoming emergency and non-emergency calls for service and timely dispatching of appropriate personnel.
- Provide emergency response for fire, rescue and medical incidents.
- Provide fiduciary budget oversight in Fire Department operations and in the capital program that include new fire station construction, and major repairs at fire facilities.
- Maintain an emergency management program that addresses mitigation, preparedness, response and recovery.
- Coordinate with all levels of management to prepare our jurisdiction for response to large scale emergencies and disasters.

Accomplishments for FY 2020-21

- Provided a coordinated multi department response to the COVID-19 pandemic.
- Assisted the Health Department with contact tracing, call center operations, testing, and vaccination clinics related to COVID-19.

Fire Rescue

- Firefighters contributed 9,180 staff-hours to COVID-19 vaccination clinics.
- Firefighters conducted more than 4,000 COVID-19 PCR tests at Patterson Library and multiple Skilled Nursing Facilities in the City of Lubbock over 2,200 staff-hours.
- Firefighters administered 89,265 injection doses of COVID-19 vaccine, roughly 73% of all doses administered by the City of Lubbock.
- Firefighters responded to 2,827 medical calls for patients with suspected COVID-19 infection.
- Firefighters treated 1,126 patients confirmed to be infected with COVID-19.
- Firefighters conducted 2,650 hours of contact tracing for citizens exposed to or tested for COVID-19.
- Fire Marshals performed 7,825 COVID-restriction occupancy inspections, of which 3,400 were citizen-complaint driven.
- Fire Marshals performed COVID-19 Occupancy checks for 3,040 staff-hours
- Firefighters performed approximately 5,130 emergency vehicle disinfections following COVID-19 contamination at a cost savings of approximately \$2,565,000 to the citizens of Lubbock.
- Continuously staffed fire stations at times when up to 30% of suppression personnel were quarantined with COVID-19 infection or because of COVID-19 exposure.
- During pandemic, kept all stations open despite staffing shortages and was able to maintain minimum staffing on all response apparatus.
- 164 out of 418 personnel were diagnosed with COVID-19 through PCR testing. This represents 39.2% of all sworn response personnel and civilian dispatchers. Of this group there were no fatalities or hospitalizations.
- Distributed over 3,500,000 items of PPE to area agencies in response to COVID-19.
- Collaborated with other State/City agencies on COVID-19 ordinance enforcement.
- Issued body cameras to all Fire Marshals
- Awarded contract for Outdoor Warning System.
- Moved the South Plains Incident Management Team under Emergency Management.
- Completed mobile food vendor inspection process.
- Coordinated response and recovery to Winter Storm Uri.
- Responded to 24,577 calls for service in calendar year 2020.
- Continued roof replacements and other renovations at Fire Stations.
- Continued wellness and cancer screenings with our annual firefighter physicals.
- Continued redesign of Fire Safety Education program.
- Increased staffing at OEM by one additional civilian position.

Objectives for FY 2021-22

- Outdoor Warning System operational.
- Continue ongoing repair/renovation of existing Fire facilities.
- Maintain ISO Class 1 rating.
- In conjunction with City departments and agency partners, develop and implement strategies for the development and implementation of pre-plans for multi-discipline response to severe weather and tornado.
- Continue Fire Station 20 approval process.
- Continue Firefighter Cancer Prevention Program.
- Continue working with other City departments on Unified Development Code.

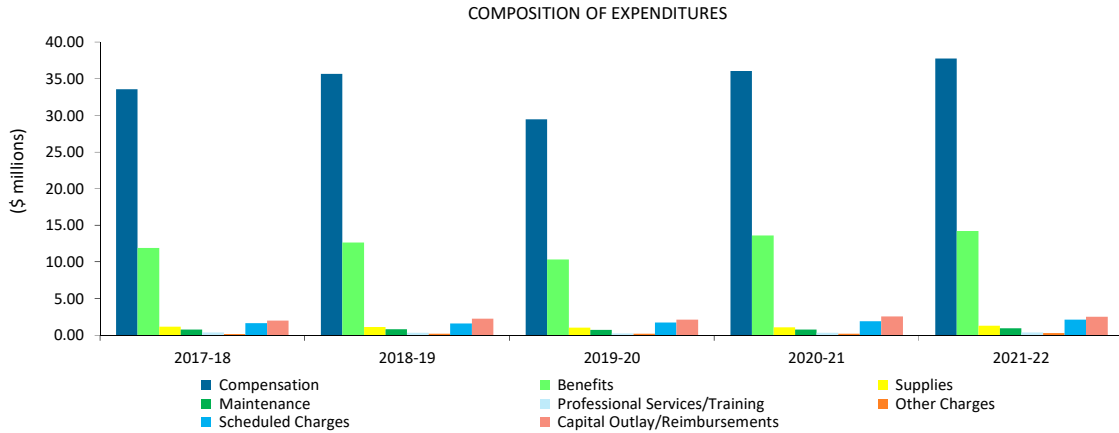
Expenditures Overview

- Total expenditures increased by \$3 million, or 5.4 percent, when compared to FY 2020-21.
- Compensation and Benefits increased \$2.3 million, or 4.7 percent, due to an average 4 percent compensation adjustment across all departments; the addition of one Emergency Management Planner and one Public Information Officer; Paramedic Certification pay and health insurance costs.
- Supplies increased \$226.4 thousand, or 21.0 percent, due to an increase in personal protection equipment and uniform replacement costs in addition to an increase in diesel fuel costs.

Fire Rescue

- Maintenance costs increased \$196.0 thousand, or 25.8 percent, due to increases in motor vehicle maintenance, communication equipment maintenance, and building maintenance costs.
- Professional Services/ Training increased \$38.1 thousand, or 11.1 percent, due to service contract adjustments for the Emergency Operation Center, and annual maintenance and licensing fee increases.
- Other Charges increased \$60.0 thousand, or 27.9 percent, due to communication systems and other equipment replacements for the Emergency Operation Center, and furniture/bunker gear locker replacements.
- Scheduled charges increased \$223.8 thousand, or 11.7 percent, due to increases in property and liability insurance and gas utility costs.
- Capital Outlay/ Reimbursements decreased \$44.7 thousand, or 1.8 percent, due to a reduced tax note payment.

Fire Rescue Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 33,531,341	35,626,034	29,425,921	36,037,555	37,739,335	4.7
Benefits	11,884,295	12,653,613	10,304,969	13,576,477	14,215,854	4.7
Supplies	1,149,355	1,117,400	1,029,333	1,075,909	1,302,275	21.0
Maintenance	771,824	801,311	712,838	758,476	954,422	25.8
Professional Services/Training	361,456	351,243	238,912	343,623	381,724	11.1
Other Charges	143,509	214,369	195,254	215,216	275,180	27.9
Scheduled Charges	1,637,456	1,599,943	1,739,640	1,918,036	2,141,876	11.7
Capital Outlay/Reimbursements	1,989,220	2,260,138	2,129,871	2,549,756	2,505,008	(1.8)
TOTAL EXPENDITURES BY CATEGORY	\$ 51,468,455	54,624,050	45,776,737	56,475,048	59,515,674	5.4

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Administration	6	7	7	8	9	1
Prevention	14	14	15	15	15	-
Equipment Maintenance	5	6	6	6	6	-
Training	4	4	5	5	5	-
Suppression	389	388	389	388	388	-
Communications Center	13	13	13	13	13	-
Emergency Management	3	3	3	4	5	1
TOTAL STAFFING	434	435	438	439	441	2

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Administration						
Structure fire loss at risk (Millions)	492	418	840	690	700	1.4
Miscellaneous dollar fire loss (Millions)	1.7	0.9	1,300.0	828.0	900.0	8.7
Total dollar fire loss (Millions)	30	19	17	22	18	(18.2)
Structure fire loss (Millions)	28	18	16	22	18	(18.2)
Structure dollar loss saved (Millions)	464	400	825	700	700	-
Department goals achieved (%)	95.0%	95.0%	95.0%	95.0%	95.0%	-
Prevention						
Public fire safety education attendees	9,334	9,500	432	6,800	10,000	47.1
Public fire safety education presentations	865	875	86	300	875	191.7
Fire/arson investigations conducted	179	258	266	260	260	-
Set fires cleared by filing or counseling (%)	36.0%	33.0%	43.0%	35.0%	35.0%	-
Inspection activities performed	1,749	2,532	6,111	3,300	3,300	-
Fire Safety House attendees	2,734	2,800	432	0	2,000	-
Fire alarm and fire sprinkler plans reviewed	322	265	292	280	280	-
Review 90% of all alarm and sprinkler plans within 15 days of submittal	59	73	66	85	90	5.9

Fire Rescue Overview

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Deliver Fire and Life Safety Presentation annually to 90% kindergarten, 1st and 2nd grade students in the city	86.0%	86.0%	5.0%	60.0%	100.0%	66.7
Equipment Maintenance						
Vehicle preventive maintenance operations completed	141	152	153	155	155	-
Small engine powered equipment preventive maintenance	77	79	81	80	80	-
Front line fire apparatus passing National Fire Protection Association (NFPA) tests (%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Training						
Personnel Certification						
Maintaining Advanced Command	100	176	169	182	181	(0.5)
Receiving new Advanced Command	76	10	10	13	21	61.5
Maintaining Texas Commission on Fire Protection (TCFP) Fire Officer 1 (FOI)	50	62	74	109	72	(33.9)
Receiving new TCFP FOI	12	12	35	35	35	-
Maintaining TCFP Fire Officer 2 (FOII)	40	49	42	54	37	(31.5)
Receiving new TCFP FOII	10	12	12	12	15	25.0
Maintaining TCFP Driver	324	338	331	341	329	(3.5)
Receiving new TCFP Driver	14	16	10	22	24	9.1
Maintaining TCFP Hazmat Technician	126	134	134	146	143	(2.1)
Receiving new TCFP Hazmat Technician	8	8	12	10	10	-
Maintaining Emergency Rescue Dive Institute (ERDI) Dive Specialty team	24	28	30	30	30	-
Receiving ERDI Dive Specialty team	4	4	4	4	4	-
Maintaining Lubbock Fire Rescue (LFR) Technical Rescue	30	32	37	37	37	-
Receiving new LFR Technical Rescue	4	4	4	4	15	275.0
Maintaining TCFP Aircraft Rescue Firefighting (ARFF)	55	55	55	55	100	81.8
Receiving new TCFP ARFF	4	4	4	4	5	25.0
Maintaining Emergency Medical Technician Paramedic (EMT-P)	35	55	79	99	110	11.1
Completing LFR EMT-P instruction	20	21	20	20	24	20.0
Maintaining Advanced Emergency Medical Technician (AEMT)	58	59	59	59	60	1.7
Maintaining Emergency Medical Technician Basic (EMT-B)	272	270	264	264	263	(0.4)
Quarterly Skills Evaluations Conducted	650	660	480	575	550	(4.3)
Educational/Training Videos Produced	10	10	6	8	10	25.0
Total Hours Continuing Ed (CE) Delivered	138,000	142,000	140,000	145,000	148,000	2.1
Suppression						
Target hazard pre-fire plans conducted	220	220	220	235	240	2.1
Incidents Dispatched	19,166	19,250	21,790	24,000	24,000	-
Structure fires	397	378	230	240	403	67.9
Emergency Medical responses	13,066	13,554	11,521	11,500	18,400	60.0
Rescue responses	150	155	161	160	165	3.1
Carbon monoxide tests conducted	55	100	176	200	200	-
Responses for alarms and public assistance	6,558	6,860	6,799	6,900	7,000	1.4
Structure fires confined to room of origin (%)	90.0%	90.0%	90.0%	90.0%	91.0%	1.1
Average response time-call to arrival	5	5	5	5	5	-
Fire safety surveys conducted	8,700	8,700	8,800	8,800	8,800	-
Hydrants flow tested	6,800	6,800	7,100	7,200	7,300	1.4
Communications						
Total emergency calls processed through 911, 7 digit emergency and ring down lines	24,603	60,354	63,243	64,000	64,000	-
Total administrative calls processed through administration lines	51,109	21,097	15,175	22,000	22,000	-

Fire Rescue Overview

METRICS/PERFORMANCE MEASURES	Actual	Actual	Actual	Projected	Target	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Projected
Average Emergency call ring time (seconds)	4	4	4	4	4	-
Telecommunication certification (%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Emergency Management						
Maintain a state approved and City Council adopted Emergency Management Plan	23	23	23	23	23	-
Meet and/or exceed all state and federal grant deliverables	6	6	6	6	6	-
Meet and/or exceed staff development activities required by the Emergency Management Performance Grant, State of Texas, and federal training mandates	20	20	20	20	20	-
Conduct at least 30 hours programming designed to enhance public awareness and emergency management planning	30	30	30	30	30	-
Conduct at least 6 required emergency management exercises and develop after action reviews and improvement plans for each	12	12	12	14	12	(14.3)
FULL-TIME POSITIONS						
Administrative Asst	5					
Deputy Emergency Mgmt. Dir.	1					
Deputy Fire Chief - Support Svcs	1					
Deputy Fire Chief Operations	1					
Director of Emergency Mgmt.	1					
Emergency Management Planner	1					
End User Support Tech	1					
Equipment Mechanic Foreman	1					
Equipment Technician	5					
Fire Battalion Chief	11					
Fire Captain	30					
Fire Captain (Prevention)	1					
Fire Chief	1					
Fire Dept Bldg Maint Leader	1					
Fire Division Chief	3					
Fire Equip Operator	75					
Fire Equip Operator (Prevent.)	5					
Fire Fighter	203					
Fire Lieutenant	59					
Fire Lieutenant (Prevention)	5					
Fire Marshal (Non-CS)	1					
Fire Plans Examiner	1					
Laborer	1					
Management Assistant	2					
Outdoor Warning Logistics Tech	1					
Prob. Firefighter (Non-CS)	10					
Public Information Officer	1					
Public Safety Dispatcher I	5					
Public Safety Dispatcher II	7					
Storekeeper	1					
TOTAL FULL-TIME POSITIONS	441					

Fire Rescue Expenditures

Administration	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 431,092	558,554	502,401	564,547	647,835	14.8
Benefits	162,357	171,990	180,776	222,816	251,144	12.7
Supplies	22,520	28,242	22,477	28,241	28,868	2.2
Maintenance	37,098	34,612	37,133	31,600	204,000	545.6
Professional Services/Training	17,208	10,717	3,936	15,025	15,025	-
Other Charges	12,749	15,579	15,022	20,000	20,000	-
Scheduled Charges	541,202	417,443	431,387	414,762	514,502	24.0
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL ADMINISTRATION	\$ 1,224,225	1,237,134	1,193,132	1,296,991	1,681,374	29.6

Prevention

EXPENDITURES BY CATEGORY						
Compensation	\$ 1,316,150	1,323,350	1,485,095	1,353,333	1,439,137	6.3
Benefits	423,427	456,128	465,063	481,519	503,930	4.7
Supplies	26,007	24,401	17,324	26,573	34,940	31.5
Maintenance	7,296	5,276	2,896	4,540	4,540	-
Professional Services/Training	12,326	19,290	15,122	7,739	16,941	118.9
Other Charges	5,760	6,073	29,058	8,160	4,200	(48.5)
Scheduled Charges	155,993	163,776	164,797	170,666	178,090	4.4
Capital Outlay/Reimbursements	-	-	15,980	22,788	22,788	-
TOTAL PREVENTION	\$ 1,946,960	1,998,295	2,195,336	2,075,318	2,204,566	6.2

Equipment Maintenance

EXPENDITURES BY CATEGORY						
Compensation	\$ 222,128	246,454	264,248	277,181	299,577	8.1
Benefits	91,696	113,851	126,416	131,635	142,322	8.1
Supplies	286,772	260,532	277,576	288,089	399,462	38.7
Maintenance	651,750	632,368	576,584	605,839	628,138	3.7
Professional Services/Training	3,192	9,019	7,929	7,750	21,750	180.6
Other Charges	5,173	5,019	2,330	5,000	5,000	-
Scheduled Charges	31,263	51,860	126,550	91,860	90,767	(1.2)
Capital Outlay/Reimbursements	1,778,942	1,957,116	1,962,705	2,197,728	2,184,735	(0.6)
TOTAL EQUIPMENT MAINTENANCE	\$ 3,070,916	3,276,219	3,344,338	3,605,082	3,771,751	4.6

Training

EXPENDITURES BY CATEGORY						
Compensation	\$ 365,394	411,496	468,981	468,173	504,169	7.7
Benefits	126,005	145,459	164,444	173,263	182,019	5.1
Supplies	20,722	16,964	33,934	26,270	26,397	8.9
Maintenance	3,367	3,357	4,970	7,600	7,600	8.9
Professional Services/Training	32,074	53,597	32,477	49,350	53,750	8.9
Other Charges	50,118	94,008	86,499	100,971	111,208	10.1
Scheduled Charges	75,676	64,514	79,936	65,943	68,262	3.5
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL TRAINING	\$ 673,356	789,396	871,240	891,570	953,405	6.9

Suppression

EXPENDITURES BY CATEGORY						
Compensation	\$ 30,445,723	32,276,240	25,853,086	32,433,453	33,860,960	4.4
Benefits	10,739,579	11,401,099	8,997,292	12,162,082	12,695,242	4.4
Supplies	771,893	768,427	667,395	676,945	787,773	16.4
Maintenance	49,761	108,053	62,828	80,277	80,450	0.2
Professional Services/Training	161,425	154,562	91,309	131,660	131,660	-
Other Charges	69,349	91,918	57,220	75,125	118,945	58.3
Scheduled Charges	636,591	649,839	685,539	908,311	1,026,567	13.0
Capital Outlay/Reimbursements	210,278	303,022	151,186	329,240	297,485	(9.6)
TOTAL SUPPRESSION	\$ 43,084,600	45,753,159	36,565,856	46,797,093	48,999,082	4.7

Fire Rescue Expenditures

Communications Center						
	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 605,694	617,800	657,647	659,728	660,921	0.2
Benefits	266,189	273,654	282,645	294,834	303,572	3.0
Supplies	1,775	5,056	2,469	4,610	4,887	6.0
Maintenance	-	-	-	-	-	-
Professional Services/Training	29,486	10,303	10,575	14,550	15,050	3.4
Other Charges	-	-	-	-	-	-
Scheduled Charges	58,036	48,203	60,541	58,329	64,958	11.4
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL COMMUNICATIONS CENTER	\$ 961,179	955,016	1,013,878	1,032,051	1,049,388	1.7

Emergency Management						
EXPENDITURES BY CATEGORY						
Compensation	\$ 145,161	192,140	194,462	281,140	326,736	16.2
Benefits	75,042	91,432	88,331	110,328	137,625	24.7
Supplies	19,666	13,778	8,159	25,181	19,948	(20.8)
Maintenance	22,552	17,645	28,426	28,620	29,694	3.8
Professional Services/Training	105,745	93,756	77,564	117,549	127,548	8.5
Other Charges	360	1,773	5,125	5,960	15,827	165.6
Scheduled Charges	138,694	204,309	190,889	208,165	198,730	(4.5)
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL EMERGENCY MANAGEMENT	\$ 507,220	614,832	592,956	776,943	856,108	10.2

Fire Rescue - Job Grade Summary

SWORN JOB GRADE SUMMARY	GRADE	Actual	Actual	Budget	Budget	Change
		FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Fire Chief	143	1	1	1	1	-
Fire Marshal	124	1	1	1	1	-
Deputy Chief	FCS7	2	2	2	2	-
Division Chief	FCS6	3	3	3	3	-
Battalion Chief	FCS5	11	11	11	11	-
Communication Supervisor (Battalion Chief)	FCS5	-	-	-	-	-
Fire Captain	FCS4	29	29	29	29	-
Communication Supervisor (Fire Captain)	FCS4	1	1	1	1	-
Assistant Fire Marshal* (Fire Captain)	FCS4	-	-	-	-	-
Deputy Fire Marshal* (Fire Captain)	FCS4	2	2	2	1	(1)
Assistant Fire Marshal* (Fire Lieutenant)	FCS3	1	1	1	2	1
Deputy Fire Marshal* (Fire Lieutenant)	FCS3	2	3	3	2	(1)
NFIRS/Data Manager* (Fire Lieutenant)	FCS3	-	-	-	-	-
Fire Inspector/Investigator* (Fire Lieutenant)	FCS3	1	-	-	1	1
Fire Lieutenant	FCS3	57	59	59	59	-
Assistant Fire Marshal (Fire Equip. Operator)	FCS2	1	1	1	-	(1)
Fire Equipment Operator	FCS2	75	75	75	75	-
Fire Inspector* (Fire Equipment Operator)	FCS2	2	2	1	1	-
Fire Inspector/Investigator* (Fire Equip. Oper.)	FCS2	1	1	2	4	2
NFIRS/Data Manager* (Fire Equip. Operator)	FCS2	1	1	1	-	(1)
Firefighter**	FCS1	213	213	213	213	-
Probationary Fire Fighter (NCS)**	FNCS1	-	-	-	-	-
TOTAL SWORN JOB GRADE SUMMARY		404	406	406	406	-

* Civil Service rank within the Fire Prevention Division serves to designate a pay grade and is considered separate and apart from the personnel schedule as listed above. In the event that a vacancy occurs in the Fire Prevention Division, with the exception of the Administrative Assistant, Fire Protection Engineer, and the Fire Marshal, an entry level position of Fire Inspector is opened up to anyone within the department that holds a Civil Service rank of Equipment Operator. A minimum commitment for a Fire Prevention Division position is four years. The Fire Marshal and Fire Chief approve all transfers into and out of the Fire Prevention Division. If prior to the end of the fiscal year, an individual in the Fire Prevention Division in the rank of Lieutenant or Equipment Operator advances to the top of a promotional list, then in such event and only in such event, there is created an additional position in the next higher Civil Service rank. In the event such position is created and filled, then and only then, there shall be one position abolished at the Civil Service rank immediately below the newly created position. A person holding the #1 position on the promotional eligibility list for the classification immediately below the position abolished shall be promoted to the position abolished for a time period not to exceed one pay period after which the person shall be demoted to the position immediately below the position abolished and shall be placed on a reinstatement list, all in accordance with Chapter 143 of the Local Government Code. If a person makes a Civil Service promotion under this track and elects to transfer out of the Fire Prevention Division, that individual would be required to serve a minimum of two years in the newly created Civil Service rank, before the transfer would be considered. The total number of Civil Service positions in the Fire Prevention Division shall be maintained at eleven.

**Since the Probationary Fire fighter position (FNCS1) exists for one year from the date of hire, the total combined number of Probationary Fire Fighters (FNCS1) and Fire Fighters (FCS1) shall not exceed 213.

NON-SWORN JOB GRADE SUMMARY	GRADE	Actual	Actual	Budget	Budget	Change
		FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Director of Emergency Management	134	1	1	1	1	-
Deputy Director of Emergency Management	133	1	1	1	1	-
Fire Protection Engineer	124	1	1	1	1	-
Management Assistant	122	2	2	2	2	-
Public Safety Dispatcher II	119	9	9	7	9	2
Inventory Control Specialist	114	1	-	-	-	-
Equipment Technician	117	4	5	5	5	-
End User Support Technician	117	-	1	1	1	-
Administrative Assistant	112	4	4	5	5	-
Public Safety Dispatcher I	117	3	3	5	3	(2)
Emergency Management Planner	122	-	-	-	1	1
Storekeeper	111	1	1	1	1	-
Laborer	108	1	1	1	1	-
Equipment Maintenance Foreman	123	1	1	1	1	-
Public Information Officer	123	-	-	-	1	1
Outdoor Warning Logistics Technician	114	-	-	1	1	-
Fire Facilities Project Manager	118	1	1	1	1	-
TOTAL NON-SWORN JOB GRADE SUMMARY		30	31	33	35	2
TOTAL JOB GRADE SUMMARY		434	437	439	441	2

Municipal Court

Mission and Purpose

To administer justice in a fair, impartial and efficient way that helps promote confidence in the public that we proudly serve. The Municipal Court provides the following services:

- Citation processing and resolution with citizens who choose to plead and pay, or by providing trials for citizens who choose to contest citations.
- "Show cause" hearings for adult and juvenile offenders.
- Alcohol docket for minors charged with alcohol offenses.
- Department of Public Safety license revocation hearings and property disposition hearings.
- Structural standard hearings.
- Resolve cases involving dangerous and cruelly treated animals.
- Hardship hearings to determine indigence and defendants' abilities to pay fine and court costs.
- Hearings before issuance of warrants to give citizens payment options to pay fine and court costs.

Goals and Objectives

- Provide efficient services to citizens.
- Ensure citizens who contest citations receive fair trials and hearings.
- Provide effective response to juvenile offenders.
- Improve court facilities and technology.
- Enhance court management software systems.

Accomplishments for FY 2020-21

- Although the COVID-19 pandemic caused an unprecedented disruption to normal operating procedures, the Court continued to function effectively by establishing additional screening measures allowing individuals to come in and handle their citations without compromising their health and security:
 - Temperatures were taken at the court entrance;
 - Obtained individual's information should it be needed for contact tracing;
 - Installed markers for physical distancing purposes;
 - Limited the number of individuals allowed inside the court premises;
 - Online payment options expanded to allow payments on most open violations;
- Conducted in-person non-jury trials, property hearings, structural standards cases, teen court, show cause hearings and pre-warrant dockets (as permitted by the Supreme Court) while observing health protocols;
- As the Supreme Court limited the in-person interactions within the judicial system, the Lubbock Municipal Court enhanced its capability to hear cases by utilizing the zoom video application.
- Zoom was used to for structural standards cases, pre-warrant dockets and juvenile court.
- Upon the Supreme Court's modification of its emergency orders in May 2021, the Lubbock Municipal Court was able to conduct in-person jury trials starting June 2021, in addition to all other in-person hearings already in place.
- Implemented a Plea Negotiation Conference process handled via telephone conference between the defendant and the City Prosecutor's Office.
- Selected as a participant in the Texas Municipal Court Education Centers' user feedback project founded on the concept of procedural fairness.

Objectives for FY 2021-22

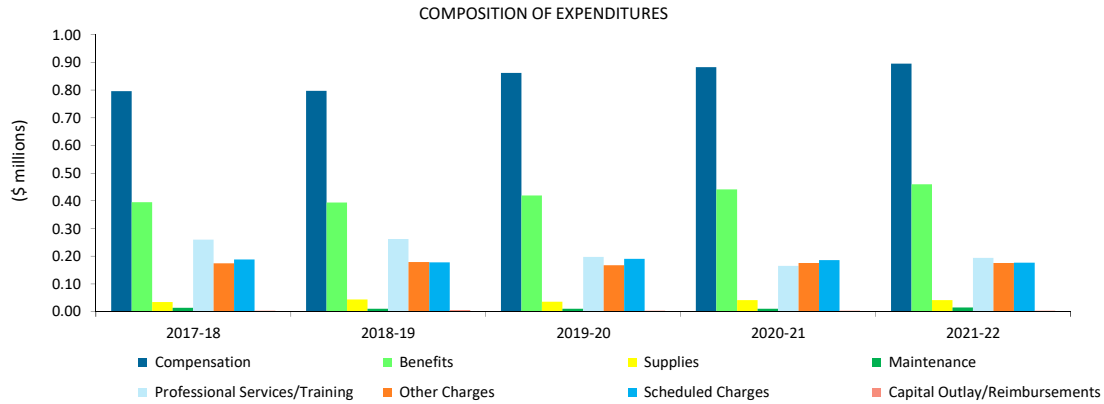
- Transition to a paperless/paper-light environment.
- Enhance Juvenile Diversion Program and Teen Court:
 - Participate in Juvenile Justice Association of Texas Convention,
 - Expand Teen Court to other local high schools, and
 - Present Teen Court to the underserved middle schools.
 - Implement Peer Mediation Program for LISD students, in conjunction with Lubbock County and the Lubbock Independent School District.
- Participate in the Texas Municipal Court initiatives.

Municipal Court

Expenditures Overview

- Total expenditures increased by \$57.6 thousand, or 3 percent, when compared to FY 2020-21.
- Compensation and Benefits increased \$31.8 thousand, or 2.4 percent, due to an average 4 percent compensation adjustment across all departments and increased health insurance costs offset by reduction in fulltime pay due to personnel turnover.
- Maintenance costs increased \$4.9 thousand, or 50.0 percent, due to an Increase in motor vehicle maintenance costs.
- Professional Services/ Training increased \$29.4 thousand, or 17.9 percent, due to an increase in the hourly rate for the part time judge conducting juvenile and Class C misdemeanor hearings.
- Scheduled Charges decreased \$8.8 thousand, or 4.7 percent, due to a decrease in information technology service, postage and telecommunication costs.

Municipal Court Overview



EXPENDITURES BY CATEGORY	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 795,409	796,778	860,685	882,148	895,270	1.5
Benefits	393,896	393,698	418,357	441,121	459,675	4.2
Supplies	34,355	43,218	35,263	40,791	41,210	1.0
Maintenance	12,802	10,001	9,669	9,811	14,718	50.0
Professional Services/Training	259,136	261,953	196,981	164,200	193,600	17.9
Other Charges	173,717	178,765	166,802	175,000	175,000	-
Scheduled Charges	187,920	177,262	189,331	184,863	176,106	(4.7)
Capital Outlay/Reimbursements	2,293	4,533	2,650	2,636	2,636	-
TOTAL EXPENDITURES BY CATEGORY	\$ 1,859,530	1,866,208	1,879,738	1,900,570	1,958,215	3.0

STAFFING	Actual	Actual	Actual	Budget	Budget	Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Municipal Court	19	21	21	21	21	-
TOTAL STAFFING	19	21	21	21	21	-

METRICS/PERFORMANCE MEASURES	Actual	Actual	Actual	Projected	Target	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Projected
Service Metrics						
Cases filed	74,860	61,903	44,826	37,980	54,893	44.5
Warrants issued	16,335	13,450	12,442	6,501	12,182	87.4
Trials requested	4,946	3,655	1,691	2,604	3,224	23.8
Trials held	36	34	19	16	26	62.5
Teen court trials	2	9	10	10	8	(20.0)
Juvenile Hearings	633	472	418	288	452	56.9
Other Court Proceedings (Alcohol Arraignments, Show Cause Hearings, etc.)	3,063	2,611	2,333	2,472	2,620	6.0
Performance Metrics						
Total cases cleared (%)	55.0%	57.0%	60.4%	58.0%	61.0%	5.2
Warrants cleared (%)	92.0%	93.0%	86.0%	88.0%	90.0%	2.3
Tickets entered within 3 days	86.0%	88.0%	91.0%	90.0%	90.0%	-
Cases entered/entered within 3 days	86.0%	88.0%	91.0%	90.0%	90.0%	-

FULL-TIME POSITIONS	
City Marshal	4
Court Collection Specialist	1
Customer Service Rep	10
Executive Assistant	1
Lead Customer Service Rep	1
Legal Assistant II	2
Municipal Court Administrator	1
Municipal Court Presiding Judge	1
TOTAL FULL-TIME POSITIONS	21

Police

Mission and Purpose

Promote safety and security for the Lubbock community by protecting life and property, using best practices to reduce crime and the fear of crime throughout our neighborhoods and business districts, and enhancing public safety and service through effective private and public sector partnerships.

Actively engage in the President's Task Force on 21st Century Police, focusing on community policing initiatives through:

- Ongoing partnerships with the community and public entities.
- Implementing proactive policing best practices.
- Emphasizing the value of community involvement and relationship building to affect the reduction of crime.

Use best practices and modern policing strategies by:

- Pursuing and using web-based and electronic technologies.
- Providing and using timely and accurate information and intelligence.
- Integrating geographic policing models and response systems.

Promote legitimacy and procedural justice by:

- Proactively and ethically engaging with the public and our members.
- Promoting transparency, openness, and honesty.
- Emphasizing accountability and responsibility at all ranks and assignments.

Provide a positive work environment by:

- Recruiting, hiring, and retaining the best workforce possible.
- Developing leadership at all levels of the organization.
- Building a diverse police force representative of the communities we serve.

Accomplishments for FY 2020-21

- Implemented Patrol and Property Crime Deployment plan to coincide with the opening of the three Patrol Division Stations.
- Purchased an IBC Biometric (AFIS-fingerprints) workstation to increase our capabilities to process fingerprint evidence.
- Opened and transitioned into the East and South Division Patrol Stations.
- Added three Communications Supervisor positions to create a more manageable span of control and enhance supervisory oversight.
- Implemented Certified Training Officer incentive pay for 10 of our 911 Public Safety Dispatchers.
- Continued the large scale Department response to the COVID-19 outbreak in our community including:
 - Provided assistance as needed in the Emergency Operations Center and to the Health Department.
 - Dedicated two officers to the Health Department to assist with contact tracing.
 - Officers from all Bureaus provided security for 65 at the City of Lubbock hosted vaccinations clinics.
 - Officers assisted the Fire Marshall's Office with site visits.
 - Officers provided over 2,300 hours of patrol at Lake Alan Henry.
 - Ensured our staff had the necessary PPE equipment to allow them to continue to serve the citizens while keeping officers and the citizens protected.
- Contract awarded for construction of the new Police Headquarters Building.

Goals and Objectives FY 2021-22

- Conduct regular, data driven joint operations with our law enforcement partners in an effort to reduce violent crime in Lubbock.
- Conduct regular large scale traffic operations in an effort to reduce traffic accidents and fatalities throughout Lubbock.

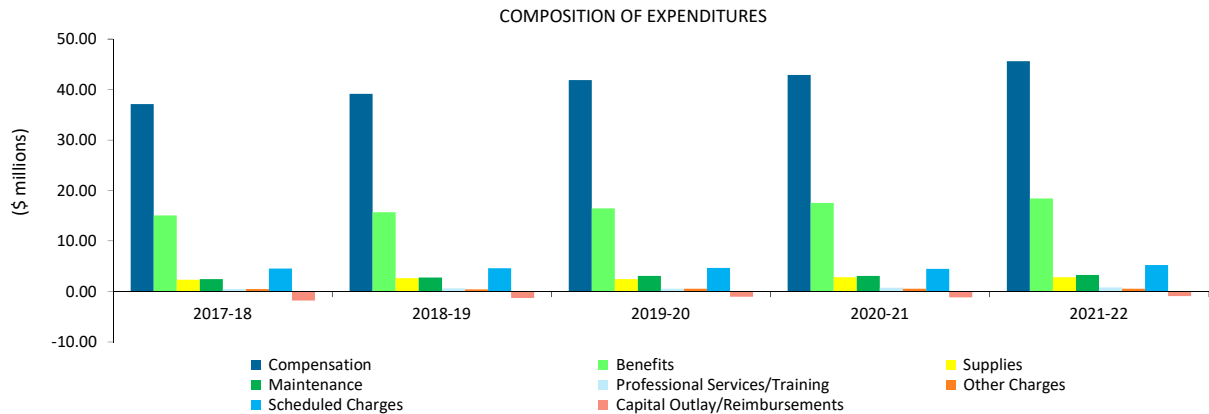
Police

- Coordinate with Human Resources a review of our sworn and civilian pay grades to assist in retention of current employees and recruitment of highly qualified new employees.
- Coordinate with Human Resources to conduct mandated written and physical entrance exams validation testing.
- Continue to recruit and hire law enforcement officers to fill all current vacant positions including utilizing the Lateral Hiring Incentive Program.
- Work towards the civilianizing of administratively intense positions currently occupied by law enforcement officers in order to return those officers to roles more suited towards our Public Safety mission.
- Create a robust Community Engagement Program that involves a Youth Athletic League, Youth Mentoring, and the Police Explorer Program.
- Open and transition into the North Patrol Division Station to complete our full decentralization plan.
- Coordinate with facilities to participate in the design phase of the Property and Evidence Warehouse and the Crime Lab.
- Begin the construction phase on Police Headquarters.

Expenditures Overview

- Total expenditures increased by \$4.3 million or 5.9 percent, when compared to FY 2020-21
- Compensation and Benefits increased \$3.6 million, or 5.9 percent, due to various changes within the department to include:
 - An average 10.3 percent compensation adjustment for all sworn officers
 - An average 4 percent compensation adjustment for non-sworn officer positions
 - Increased health insurance costs
 - Personnel position realignments from sworn officer to non – sworn officer
- Supplies increased \$13.2 thousand, or 0.5 percent, due to increased fuel costs.
- Maintenance increased \$164.2 thousand, or 5.3 percent, due to an increase in communication equipment and fleet maintenance costs.
- Professional Services/ Training increased \$26.7 thousand, or 3.4 percent, due to an increase in training/travel and advertising costs.
- Scheduled charges increased \$734.0 thousand, or 16.2 percent, due to increases in costs of information technology services, electric utility charges, telecommunication services, property and liability insurance, and postage.
- Capital Outlay/Reimbursements decreased \$212.4 thousand, or 19.1 percent, due to a reduced tax note payment.

Police Overview



EXPENDITURES BY CATEGORY	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	% Change from Budget
Compensation	\$ 37,167,950	39,178,663	41,912,891	42,910,660	45,634,919	6.3
Benefits	15,110,736	15,746,133	16,472,651	17,590,713	18,463,869	5.0
Supplies	2,378,307	2,644,817	2,487,904	2,858,188	2,871,375	0.5
Maintenance	2,504,724	2,770,610	3,084,899	3,116,288	3,280,512	5.3
Professional Services/Training	526,848	627,687	547,950	786,692	813,423	3.4
Other Charges	513,247	463,328	558,154	583,134	581,021	(0.4)
Scheduled Charges	4,600,234	4,627,770	4,682,062	4,522,233	5,256,211	16.2
Capital Outlay/Reimbursements	1,761,944	1,282,285	1,018,896	1,112,538	900,126	(19.1)
TOTAL EXPENDITURES BY CATEGORY	\$ 64,563,991	67,341,293	70,765,408	73,480,446	77,801,456	5.9

STAFFING	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
Administration	33	29	27	30	39	9
Training	12	13	16	14	14	-
Records	21	21	21	21	21	-
Communications Center	48	49	49	51	51	-
Special Operations	40	44	44	34	34	-
Person/ Property Crimes	75	81	81	83	91	8
Patrol	326	328	339	345	323	(22)
TOTAL STAFFING	555	565	577	578	573	(5)

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Emergency Calls (Priority 1)*						
Average Dispatch Time	2.01	2.69	2.45	2.57	2.00	(22.2)
Average Response Time	6.55	7.45	7.34	7.25	6.70	
Total Average Response Time North	n/a	n/a	n/a	7.24	6.50	(10.2)
Total Average Response Time South	n/a	n/a	n/a	7.72	7.00	
Total Average Response Time East	n/a	n/a	n/a	6.78	6.50	(4.1)
Emergency Calls (Priority 2)*						
Average Dispatch Time	2.47	2.82	3.02	2.75	2.00	(27.3)
Average Response Time	7.36	8.07	8.24	7.67	7.17	
Total Average Response Time North	n/a	n/a	n/a	7.50	7.00	(6.7)
Total Average Response Time South	n/a	n/a	n/a	8.25	7.50	
Total Average Response Time East	n/a	n/a	n/a	7.25	7.00	(3.4)
*Response times reported in minutes						
Communications						
Police calls	258,088	240,200	253,936	247,000	250,000	1.2
9-1-1 calls	150,692	163,533	163,317	165,000	160,000	(3.0)
7 digit lines, ring down lines, & other calls	285,145	281,877	392,024	446,000	500,000	12.1
Records						
Part 1 Crime Rate per 100k Population (Violent Crime)	2,902	3,143	3,264	3,300	3,200	(3.0)
Percent Change	2.30%	8.30%	3.85%			-

Police Overview

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Targed FY 2021-22	% Change from Projected
Part 1 Crime Rate per 100k Population						
(Property Crime)	4,202	4,549	4,317	4,300	4,200	(2.3)
Percent Change	-17.54%	8.26%	-5.10%			-
Traffic Accident Rate per 1,000 Population	34.23	34.76	30.68	35	34	(1.5)
Percent Change	16.45%	1.56%	-11.74%			-
Patrol Bureau						
Traffic citations	54,415	43,572	20,321	18,240	47,000	157.7
Traffic stops	40,611	50,249	30,449	36,630	50,000	36.5
Motors citations	11,072	10,493	9,952	10,499	11,700	11.4
Motors stops	14,175	11,576	11,050	11,811	14,500	22.8
K9 calls for service	6,740	6,368	5,650	6,430	7,000	8.9
Mounted Patrol deployments/programs	55	69	43	60	70	16.7
Warning Citations	4,500	4,650	3,600	2,900	3,800	31.0
Parking citations	11,929	10,871	9,408	11,024	11,500	4.3
Officer initiated calls	111,602	88,689	67,335	84,438	85,000	0.7
Citizen Contacts (non-traffic stops)	26,695	22,341	22,687	18,560	22,250	19.9
Stolen vehicles recovered	1,418	1,409	1,406	1,405	1,400	(0.4)
DWI arrests	462	330	331	438	375	(14.4)
Homeless Outreach Team (H.O.T.)						
Contact with homeless person	1,529	1,533	960	1,152	1,500	30.2
Number of homeless housed by H.O.T	26	28	24	28	30	7.1
Homeless provided assistance by H.O.T	624	511	242	302	345	14.2
Contacts with businesses by H.O.T	264	350	319	382	455	19.1
Investigations Bureau						
Person/Family Crimes Cases Processed	9,274	8,491	7,569	8,027	8,443	5.2
Person/Family Crimes Cases Cleared	2,470	2,192	2,103	2,148	2,255	5.0
Property Crimes Cases Processed	21,748	19,774	16,602	18,188	19,375	6.5
Property Crimes Cases Cleared	4,053	3,834	2,831	3,333	3,573	7.2
Narcotics Investigations Processed	2,124	1,937	1,573	1,755	1,878	7.01
Administration Bureau						
Abandoned vehicles stickered	2,386	1,646	1,901	1,606	1,978	23.2
Abandoned vehicles towed	821	634	682	658	712	8.2
Vehicles Auctioned	1,939	1,618	1,880	1,978	1,812	-8.4
Items received in property room	22,356	20,885	20,397	21,000	21,212	1.0

*Population was pulled from the US Census bureau <https://www.census.gov/quickfacts/lubbockcitytexas>.
Due to no estimate for 2020 at this time, 2019 number used for 2020

FULL-TIME POSITIONS			
Administrative Assistant	8	Pollice Deputy Chief/Captain	8
Assistant Police Chief	3	Police Detective/Corporal	79
Communication Ctr Coordinator	1	Police Entry Level	31
Communications Shift Supervisor	6	Police Lieutenant	19
Crime Analyst	4	Police Sergeant	68
Fleet Services Unit Supervisor	1	Property and Evidence Unit Supervisor	1
Fleet Services Unit Attendant	2	Property Room Attendant	7
Forensics Laboratory Manager	1	Public Information Officer	2
Forensic Specialist	7	Public Safety Dispatcher I	28
Juvenile Services Coordinator	1	Public Safety Dispatcher II	15
Laborer	1	Public Service Officer	13
Lead Administrative Assistant	2	Records System Manager	1
Management Assistant	2	Records System Operator	15
Parking Control Officer	6	Records System Shift Supervisor	3
Patrol Officer	224	Sex Offender Registrant Coordinator	1
Police Cadet (Non-CS)	12		
Police Chief	1		
		TOTAL FULL-TIME POSITIONS	573

Police Expenditures

Administration	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 2,259,838	2,358,229	2,679,402	2,738,613	2,943,270	7.5
Benefits	870,477	895,652	1,000,337	1,078,471	1,203,599	11.6
Supplies	150,264	131,463	123,162	149,739	137,459	(8.2)
Maintenance	73,232	75,528	79,414	115,252	114,380	(0.8)
Professional Services/Training	224,664	238,351	256,147	278,260	286,040	2.8
Other Charges	12,047	9,079	12,551	25,701	17,440	(32.1)
Scheduled Charges	314,550	385,819	314,024	397,822	419,565	5.5
Capital Outlay/Reimbursements	651,181	572,042	532,326	30,552	30,553	0.0
TOTAL ADMINISTRATION	\$ 4,556,253	4,666,164	4,997,363	4,814,410	5,152,306	7.0

Training	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 1,066,174	988,482	1,344,555	1,339,430	1,234,042	(7.9)
Benefits	411,758	405,093	526,679	532,895	496,864	(6.8)
Supplies	406,143	418,498	450,594	523,005	513,830	(1.8)
Maintenance	63,026	45,394	39,896	55,665	63,178	13.5
Professional Services/Training	155,217	219,692	177,426	213,195	208,800	(2.1)
Other Charges	(2,911)	(309)	312	-	-	-
Scheduled Charges	261,921	375,192	271,231	285,690	326,834	14.4
Capital Outlay/Reimbursements	29,390	21,868	39,975	26,726	30,726	15.0
TOTAL TRAINING	\$ 2,390,718	2,473,910	2,850,667	2,976,606	2,874,274	(3.4)

Records	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 740,147	738,017	739,351	797,241	825,162	3.5
Benefits	376,212	383,423	385,577	420,044	442,353	5.3
Supplies	7,443	8,064	8,443	9,391	10,318	9.9
Maintenance	-	-	-	-	-	-
Professional Services/Training	2,880	2,456	7,099	8,684	8,697	0.1
Other Charges	9	2,338	5,116	6,586	8,300	26.0
Scheduled Charges	111,258	94,100	113,516	122,801	129,342	5.3
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL RECORDS	\$ 1,237,949	1,228,399	1,259,102	1,364,747	1,424,172	4.4

Communications Center	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 2,027,988	2,148,668	2,114,106	2,373,582	2,497,975	5.2
Benefits	952,394	962,456	939,624	1,136,081	1,201,090	5.7
Supplies	10,964	15,910	11,949	11,841	11,268	(4.8)
Maintenance	11,966	10,951	13,406	11,105	11,709	5.4
Professional Services/Training	13,740	12,751	12,567	12,593	14,410	14.4
Other Charges	2,489	2,516	1,486	2,480	4,520	82.3
Scheduled Charges	207,428	157,685	213,077	170,663	220,329	29.1
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL COMMUNICATIONS CENTER	\$ 3,226,969	3,310,937	3,306,216	3,718,345	3,961,301	6.5

Special Operations	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 3,402,375	3,708,625	4,111,338	3,373,587	3,229,734	(4.3)
Benefits	1,263,638	1,354,490	1,469,803	1,277,764	1,192,747	(6.7)
Supplies	193,598	333,076	295,032	349,832	303,906	(13.1)
Maintenance	114,691	161,343	129,891	122,008	123,879	1.5
Professional Services/Training	11,314	39,918	16,913	50,646	50,741	0.2
Other Charges	287,641	271,895	307,930	309,053	316,860	2.5
Scheduled Charges	302,169	401,953	316,911	520,258	535,412	2.9
Capital Outlay/Reimbursements	32,552	21,538	8,871	41,680	29,352	(29.6)
TOTAL SPECIAL OPERATIONS	\$ 5,607,979	6,292,837	6,656,689	6,044,828	5,782,631	(4.3)

Police Expenditures

Person/ Property Crimes	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 5,885,692	6,254,486	6,316,184	6,133,986	7,474,046	21.8
Benefits	2,251,570	2,368,514	2,360,561	2,378,267	2,888,360	21.4
Supplies	276,850	244,859	201,658	221,240	244,855	10.7
Maintenance	412,124	410,512	393,085	366,303	387,013	5.7
Professional Services/Training	41,941	55,384	26,471	60,581	75,045	23.9
Other Charges	105,205	64,838	61,154	123,363	111,581	(9.6)
Scheduled Charges	689,193	655,748	634,630	714,274	746,998	4.6
Capital Outlay/Reimbursements	179,600	120,712	103,030	109,664	104,836	(4.4)
TOTAL PERSON/ PROPERTY CRIMES	\$ 9,842,174	10,175,053	10,096,774	10,107,678	12,032,734	19.0

Patrol

EXPENDITURES BY CATEGORY						
Compensation	\$ 21,785,737	22,982,156	24,607,953	26,154,221	27,430,690	4.9
Benefits	8,984,687	9,376,505	9,790,070	10,767,191	11,038,856	2.5
Supplies	1,333,046	1,492,947	1,397,065	1,593,140	1,649,739	3.6
Maintenance	1,829,684	2,066,882	2,429,208	2,445,955	2,580,353	5.5
Professional Services/Training	77,092	59,135	51,327	162,733	169,690	4.3
Other Charges	108,767	112,972	169,606	115,951	122,320	5.5
Scheduled Charges	2,713,715	2,557,272	2,818,674	2,310,725	2,877,731	24.5
Capital Outlay/Reimbursements	869,221	546,124	334,695	903,916	704,659	(22.0)
TOTAL PATROL	\$ 37,701,949	39,193,994	41,598,597	44,453,832	46,574,038	4.8

Police - Job Grade Summary

		Actual	Actual	Budget	Budget	Change
CLASSIFIED/SWORN JOB GRADE SUMMARY	GRADE	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Police Chief	143	1	1	1	1	-
Assistant Police Chief	PCS6	3	3	3	3	-
Deputy Police Chief/Police Captain	PCS5	8	8	7	7	-
Police Lieutenant	PCS4	18	18	19	19	-
Police Sergeant	PCS3	58	60	66	68	2
Police Detective/Corporal	PCS2	75	77	79	79	-
Patrol Officer	PCS1	204	283	277	255	(22)
Police Entry Level II	PNCE2	76	-	-	-	-
Police Entry Level 1-B	PNCE1B	-	3	13	13	-
TOTAL CLASSIFIED SWORN JOB GRADE SUMMARY		443	453	465	445	(20)

		Actual	Actual	Budget	Budget	Change
NON-CLASSIFIED NON-SWORN JOB GRADE SUMMARY	GRADE	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Administrative Assistant	112	7	7	8	7	(1)
Communications Center Coordinator	126	1	1	1	1	-
Communications Shift Supervisor	123	3	3	6	6	-
Communications Training & Dev Coordinator	125	1	1	-	-	-
Crime Analyst	119	2	2	2	4	2
Fleet Services Unit Supervisor	119	-	-	-	1	1
Fleet Services Unit Attendant	116	-	-	-	2	2
Forensic Laboratory Manager	127	-	-	-	1	1
Forensic Specialist i	123	1	2	2	7	5
Juvenile Services Coordinator	121	1	1	1	1	-
Laborer	108	1	1	1	1	-
Lead Administrative Assistant	115	1	1	2	3	1
Management Assistant	122	2	2	2	2	-
Parking Control Officer	108	6	6	6	6	-
Property and Evidence Unit Supervisor	121	-	-	-	1	1
Property Room Attendant	113	4	4	4	4	-
Public Information Officer	123	1	1	1	5	4
Public Information Specialist	119	1	1	1	-	(1)
Public Safety Call Taker	112	1	1	-	-	-
Public Safety Dispatcher I	114	28	28	28	28	-
Public Safety Dispatcher II	116	14	14	15	15	-
Public Service Officer	110	15	15	13	13	-
Records System Manager	126	1	1	1	1	-
Records System Operator	115	16	15	15	15	-
Records System Shift Supervisor	118	4	4	3	3	-
Sex Offender Registration Coordinator	117	1	1	1	1	-
TOTAL NON-CLASSIFIED NON-SWORN JOB GRADE SUMMARY		112	112	113	128	15
TOTAL JOB GRADE SUMMARY		555	565	578	573	(5)

Public Health

Mission and Purpose

Protect and improve the health, safety, and welfare of the Lubbock community. Public Health is partially subsidized through funding from the Texas Department of State Health Services (DSHS) and the Texas Health and Human Services Commission (HHSC). Vector control is partially subsidized by Lubbock County.

The Public Health Department does the following:

- Plans and responds to all public health emergencies: pandemics, outbreaks, natural or man-made disasters.
- Investigates reportable diseases and outbreaks of illness within the community and performs follow up and contact tracing as necessary.
- Promotes vaccine awareness and works to increase immunization coverage rates for both children and adults.
- Tests, treats, and provides risk reduction counseling for sexually transmitted infections.
- Monitors, screens, and controls vector populations that can lead to human disease.
- Promotes health in the community through educational programs, coalition building, and outreach events.
- Provides case management services for social needs as well as for those struggling with substance misuse.

Goals and Objectives

- To prevent epidemics and minimize the spread of communicable diseases in the community.
- To investigate and respond to health problems and health hazards in the community.
- To develop policies and plans that support individual and community health efforts.
- To serve as a primary source of community health information in Lubbock.
- To promote a healthier community through education, community collaboration, and engagement.

Accomplishments for FY 2020-21

- Served as the lead agency for COVID-19 pandemic. Staffing capacity was nearly doubled to provide leadership, epidemiological support, and planning to reduce the impacts of the pandemic to the local community. The department was awarded over \$4 million in new grants to support the response.
- Identified and isolated clusters of COVID-19 cases in order to disrupt transmission of the virus and tracked thousands of cases and their close contacts in order to minimize total cases in the community.
- Organized and operated a COVID-19 testing site at Patterson Library that provided testing 3 days per week for 3 months and continue to provide limited testing at the Health Department.
- Operated the COVID-19 Vaccination HUB at the Lubbock Memorial Civic Center. Provided over 150,000 doses during a 4-month long operation.
- Awarded capacity-building grants from NACCHO and the Kresge Foundation to expand work around Healthcare Associated Infections (HAI), to improve vaccine uptake and address disparities in the community.
- Expanded vaccine access by hiring staff to provide vaccine to homebound individuals
- Launched mobile clinics in partnership with Citibus, churches, community organizations.
- Developed partnership with media partners to promote the work of the Health Department, including vaccine information and HIV testing events. Increased social media activity and the number of individuals who follow the Health Department, and used social media to effectively communicate pandemic updates to the community.
- In the midst of a pandemic launched new programs and services including HIV Prevention, Substance Use Prevention, and Case Management Services. Through these programs, services were provided to over 1000 individuals and more than 50 outreach events were conducted.
- Voted Business of the Month by Lubbock Chamber of Commerce, February 2021
- Implemented activities and practices to improve health equity in the community.
- Expanded laboratory capabilities to test for COVID-19, Flu, Strep and other viruses with the procurement of molecular testing equipment.
- Awarded the Fearless Champion Award by Texas Tech University for role played in COVID-19 pandemic.

Public Health

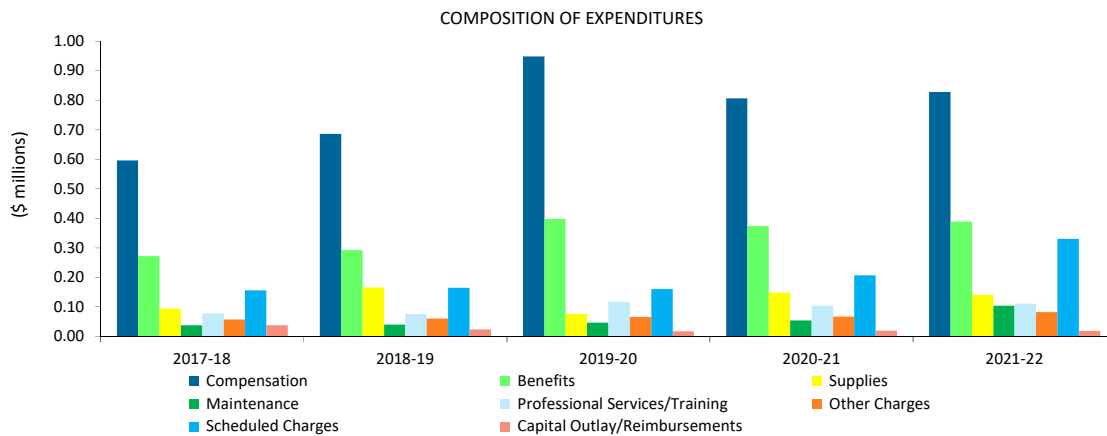
Objectives for FY 2021-22

- Maintain the number of Texas Vaccine for Children and Adult Safety Net providers within the city.
- Provide accurate and timely test results to STD clinic patients and medical providers.
- Continue to apply for new funding sources to enhance the public health capacity in our community.
- Continue to educate the public on emerging and high consequence infectious diseases.
- Continue to provide educational and clinical opportunities for nursing, medical, pharmacy, and public health students.
- Develop a robust case management system and network of partners and providers to address substance misuse and other social needs in the community.
- Respond to the ongoing COVID-19 pandemic. Continue to conduct case investigations, provide outreach to the community, and ensure medical providers have access to resources.
- Continue to provide COVID-19 vaccines to the community.

Expenditure Overview

- Total expenditures increased \$224.3 thousand, or 12.6 percent, when compared to FY 2020-21.
- Compensation and Benefits increased \$35.7 thousand, or 3 percent, due to an average 4 percent compensation adjustment across all departments and increased health insurance costs offset by certain positions being grant funded when compared to FY 2020-21.
- Supplies decreased by \$6.9 thousand, or 4.6 percent, due to decreased need for office, chemical, medical, and cleaning supplies.
- Maintenance increased \$50.3 thousand, or 92 percent, due to higher costs for department vehicle and equipment maintenance.
- Professional Services and Training increased \$5.9 thousand, or 5.6 percent, due to increases in number of professional boards and commissions and required dues for personnel.
- Miscellaneous charges increased \$15.3 thousand, or 22.5 percent, due to a higher building lease for the current facilities.
- Scheduled charges increased \$123.9 thousand, or 59.7 percent, due to higher Information Technology, Property Insurance, Liability Insurance, natural gas utilities, and Telecommunication charges.

Public Health Overview



EXPENDITURES BY CATEGORY	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 596,985	686,953	948,582	807,336	828,642	2.6
Benefits	273,171	293,188	398,483	374,932	389,358	3.8
Supplies	94,891	166,813	77,101	149,080	142,215	(4.6)
Maintenance	38,507	40,828	47,480	54,700	105,039	92.0
Professional Services/Training	78,582	77,186	118,283	105,053	110,968	5.6
Other Charges	57,932	60,976	67,109	67,764	83,033	22.5
Scheduled Charges	157,195	165,677	161,472	207,455	331,400	59.7
Capital Outlay/Reimbursements	38,639	24,224	18,067	19,782	19,758	(0.1)
TOTAL EXPENDITURES BY CATEGORY	\$ 1,335,902	1,515,846	1,836,576	1,786,102	2,010,413	12.6

STAFFING	Actual	Actual	Actual	Budget	Budget	Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Health Prevention/Surveillance	18	19	35	45	45	-
Vector Control	5	5	5	5	5	-
TOTAL STAFFING	23	24	40	50	50	-

METRICS/PERFORMANCE MEASURES	Actual	Actual	Actual	Projected	Target	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Projected
Service Metrics						
Annual immunizations given	7,898	7,002	4,328	150,000	25,000	(83.3)
Annual immunizations patients seen	4,576	4,240	2,964	2,500	4,000	60.0
Teens attending STD clinic annually	108	129	33	30	100	233.3
Annual STD visits (all ages)	3,883	3,638	1,763	1,500	3,500	133.3
Lab specimens received annually	4,709	3,809	2,891	2,500	4,500	80.0
Notifiable conditions investigated annually	3,585	3,025	4,179	55,000	5,000	(90.9)
Acres treated with Larvacide	1,054	397	465	400	400	-
Performance Metrics						
Percent of patients completing HPV vaccination series	42.0%	52.0%	U/A	U/A	85.0%	-
Percent of Individuals testing positive for an STD with documented treatment within 2 weeks of diagnosis	97.1%	97.2%	99.6%	98.0%	98.0%	-
Percent of reportable conditions with a completed investigation within 30 days of initial report to health department	100.0%	100.0%	50.0%	75.0%	100.0%	33.3
Percent of valid vector control complaint calls responded to within 2 business days	91.0%	89.2%	95.5%	92.0%	92.0%	-
Number of grant required reports submitted by due date	100.0%	100.0%	n/a	n/a	100.0%	-

Public Health Overview

FULL-TIME POSITIONS	
Administrative Asst	3
Assistant Director of Public Health	1
Behavioral Health Manager	1
Case Manager	5
Customer Service Rep	1
Director of Public Health	1
Disease Intervention Specialist	2
Epidemiologist	1
Financial Analyst	1
Financial/Project Manager	1
Health Laboratory Lead	1
Health Outreach Specialist	1
Health Promotion Supervisor	1
Health Promotion Worker	3
Lead Case Manager	1
Licensed Vocational Nurse	1
Management Assistant	1
Medical Technologist	1
Prevention Resource Center Supervisor	1
Public Health Data Analyst	1
Public Health Nurse	2
Public Health Nurse Leader	2
Public Health Nurse Practitioner	1
Public Health Preparedness Coordinator	1
Public Health Program Liaison	6
Public Information Specialist	1
Senior LVN	2
Tobacco Preventionist	1
Vector Control Coord	1
Vector Control Wrkr	4
TOTAL FULL-TIME POSITIONS	<u>50</u>

Public Health Expenditures

Health Prevention/Surveillance	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 417,628	511,810	751,530	611,536	621,305	1.6
Benefits	185,705	218,336	310,812	276,495	284,058	2.7
Supplies	72,705	71,105	52,830	71,927	66,425	(7.6)
Maintenance	6,027	7,882	18,114	25,175	33,519	33.1
Professional Services/Training	69,954	66,573	109,846	93,609	99,749	6.6
Other Charges	53,534	60,976	67,109	63,264	83,033	31.2
Scheduled Charges	142,130	139,504	138,350	158,146	278,952	76.4
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL HEALTH PREVENTION/SURVEILLANCE	\$ 947,681	1,076,185	1,448,591	1,300,152	1,467,041	12.8

Vector Control

EXPENDITURES BY CATEGORY						
Compensation	\$ 179,358	175,143	197,052	195,800	207,337	5.9
Benefits	87,466	74,853	87,671	98,437	105,300	7.0
Supplies	22,186	95,708	24,271	77,153	75,790	(1.8)
Maintenance	32,480	32,946	29,366	29,525	71,520	142.2
Professional Services/Training	8,628	10,613	8,437	11,444	11,219	(2.0)
Other Charges	4,398	-	-	4,500	-	(100.0)
Scheduled Charges	15,065	26,174	23,122	49,309	52,448	6.4
Capital Outlay/Reimbursements	38,639	24,224	18,067	19,782	19,758	(0.1)
TOTAL VECTOR CONTROL	\$ 388,221	439,661	387,986	485,950	543,372	11.8

General Fund Capital Program

General Fund capital is broken down into four categories: Administrative Services, Cultural and Recreational Services, Public Safety and Health Services, and Public Works. A full description follows this overview.

Administrative Services

Administrative Services has eight active capital projects with the appropriation of \$76.3 million. An additional \$8.7 million is included in FY 2021-22 for the following projects:

- Facility Maintenance Fund, \$93.5 thousand
- Facility Roof Replacements, \$535.3 thousand
- Public Health Facility, \$8.1 million

Six new projects is being added for FY 2021-22 with anticipated costs totaling \$1.5 million.

- Warehouse Replacement, \$152.3 thousand
- Future Comprehensive Plan Implementation, \$120 thousand
- FY 2021-22 Comprehensive Zoning Map Analysis, \$75 thousand
- Document Management System, \$215 thousand
- Citizens Tower West Plaza, \$450 thousand
- Municipal Parking Garage Plaza, \$500 thousand

The funding sources for the FY 2021-22 appropriations are:

- Cash funding of \$2.1 million
- American Rescue Plan Act Funding of \$8.1 million

Cultural and Recreational Services

Cultural and Recreational Services has eight active capital projects with the appropriation of \$3.2 million. An additional \$431.9 thousand is included in FY 2021-22 for the following projects:

- Golf Course Improvements, \$53,400
- Park Amenities, \$168.8 thousand
- Buddy Holly Center Renovations Phase II, \$45 thousand
- Garden and Arts Center Exterior Renovations, \$15 thousand
- Dock and Bridge Replacement, \$149.7 thousand

Two new projects are being added for FY 2021-22 with anticipated costs totaling \$1.1 million.

- Parks Unimproved Roads, \$400 thousand
- Park Playgrounds Phase II, \$740 thousand

The funding sources for the FY 2021-22 appropriations are:

- Cash funding of \$1.6 million

Public Safety and Health Services

Public Safety and Health Services has five active capital projects with the appropriation of \$65.9 million. There will be no additional appropriation included in FY 2021-22.

Public Works

Public Works has twenty active capital projects with the appropriation of \$85.7 million. An additional \$14.4 million is included in FY 2021-22 for the following existing projects:

- Abernathy Landfill - Gate House Renovations, \$7.4 thousand
- Downtown One Way to Two Way Street Conversion, \$400 thousand
- Landfill 69 Groundwater Remediation, \$375 thousand
- Backup Power at Signalized Intersections, \$100 thousand
- American Disability Act Ramp and Sidewalk Project, \$250 thousand
- Upland Avenue from 82nd Street to 98th Street, \$1 million

General Fund Capital Program

- Street Maintenance 2021, \$11 million
- Transfer Station, \$1.3 million

Six new projects are added for FY 2021-22 with anticipated costs totaling \$3.7 million.

- 114th Street - Quaker Avenue to Indiana Avenue, \$3 million
- Pedestrian and Cyclist Enhancements, \$160 thousand
- Iola Avenue From 122nd St. to FM 1585, \$75 thousand
- Canyon Lakes Connectivity, \$75 thousand
- Fiber Optic Expansion Continuation, \$50 thousand
- Traffic Signal FY21-22 through FY25-26, \$350 thousand

The funding sources for the FY 2021-22 appropriations are:

- Cash funding of \$15.1 million
- Bond funding of \$3 million

General Fund Capital

Appropriation Summary

Project Name	Appropriation to Date	Unappropriated Planning Years						Total Appropriation	
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27		
Administrative Services									
8633	Comprehensive Plan Implementation	\$ 665,000	-	-	-	-	-	665,000	
8634	City Council Initiatives	125,000	-	-	-	-	-	125,000	
8663	Future Comprehensive Plan Implementation	-	120,000	-	-	-	-	120,000	
8664	FY 2021-22 Comprehensive Zoning Map Analysis	-	75,000	-	-	-	-	75,000	
8665	Document Management System	-	215,000	-	-	-	-	215,000	
92238	Facility Maintenance Fund	1,416,000	93,500	99,000	49,500	49,500	45,000	1,802,000	
92359	Facility Roof Replacements	1,358,000	535,300	148,400	212,000	106,000	100,000	2,565,700	
92369	Municipal Facilities Replacements/Renovations	62,500,000	-	-	-	-	-	62,500,000	
92672	Parking Garage	7,961,294	-	-	-	-	-	7,961,294	
92706	Neighborhood Plan Development and Implementation	250,000	-	250,000	250,000	250,000	-	1,250,000	
92707	Public Health Facility	2,000,000	8,111,342	-	-	-	-	10,111,342	
92714	Warehouse Replacement	-	152,300	1,583,000	-	-	-	1,735,300	
92715	Citizens Tower West Plaza	-	450,000	-	-	-	-	450,000	
92716	Municipal Parking Garage Plaza	-	500,000	-	-	-	-	500,000	
	Subtotal	76,275,294	10,252,442	2,080,400	511,500	405,500	405,500	145,000	90,075,636
Cultural and Recreational Services									
8550	Golf Course Improvements	837,149	53,400	53,400	53,400	53,400	53,400	-	1,104,149
8630	Park Amenities	583,566	168,820	173,880	180,000	190,800	200,340	-	1,497,406
8656	Parks Master Plan	310,000	-	-	-	-	-	-	310,000
8662	McAllister Park Planning and Support Funds	100,000	-	-	-	-	-	-	100,000
92362	Buddy Holly Center Renovations Phase II	564,380	45,000	-	-	-	-	-	609,380
92565	Garden and Arts Center Exterior Renovations	280,000	15,000	-	-	-	-	-	295,000
92567	Dock and Bridge Replacement	300,550	149,675	160,249	32,460	-	-	-	642,934
92624	Burgess Rushing Tennis Center Pickleball Courts	262,260	-	47,395	259,088	-	-	-	568,743
92718	Park Playgrounds Phase II	-	740,000	762,200	785,066	808,617	832,875	857,861	4,786,619
92719	Parks Unimproved Roads	-	400,000	-	-	-	-	-	400,000
2014072	Groves Branch Library Renovations	-	-	-	640,000	-	-	-	640,000
	Subtotal	3,237,905	1,571,895	1,197,124	1,950,014	1,052,817	1,086,615	857,861	10,954,231
Public Safety and Health Services									
92367	Municipal Square Repairs	566,511	-	-	-	-	-	-	566,511
92551	Public Safety Improvements Project	55,882,000	-	-	-	-	-	-	55,882,000
92648	Zetron Fire Paging Replacement	800,000	-	-	-	-	-	-	800,000
92705	Outdoor Warning Siren System	980,436	-	-	-	-	-	-	980,436
92711	Fire Station 20	7,645,000	-	-	-	-	-	-	7,645,000
2021080	4-Story Multi-Function Training Prop	-	-	-	50,000	850,000	-	-	900,000
	Subtotal	65,873,947	-	-	50,000	850,000	-	-	66,773,947
Public Works									
8637	Abernathy Landfill - Gate House Renovations	\$ 170,000	7,400	-	-	-	-	-	177,400
8647	Outer Route (Loop 88) Segments 1 & 2	609,700	-	-	-	-	-	-	609,700
8652	Upgrade Traffic Signal at 4th Street & Indiana Ave	13,188	-	-	-	-	-	-	13,188
8658	Downtown On Street Parking Conversion	75,000	-	-	-	-	-	-	75,000
8659	Downtown One Way to Two Way Street Conversion	400,000	400,000	-	-	-	-	-	800,000
92349	Communications System Expansion	1,050,000	-	-	-	-	-	-	1,050,000
92435	Street Maintenance Program	34,944,470	-	-	-	-	-	-	34,944,470
92516	Transportation Improvements/Unimproved Roads	2,300,000	-	-	-	400,000	400,000	400,000	3,500,000
92557	Landfill 69 Gas Collection System Replacement	344,730	-	-	-	-	-	-	344,730
92558	Landfill 69 Groundwater Remediation	500,000	375,000	-	-	-	-	-	875,000
92569	Backup Power at Signalized Intersections	200,000	100,000	100,000	100,000	100,000	100,000	100,000	800,000
92570	American Disability Act Ramp and Sidewalk Project	525,000	250,000	250,000	250,000	250,000	250,000	250,000	2,025,000
92649	Upland Avenue from 82nd Street to 98th Street	750,000	1,000,000	2,450,000	-	-	-	-	4,200,000
92651	Wausau Avenue from MSF to 82nd St.	950,594	-	-	-	-	-	-	950,594
92652	Solid Waste Vehicle Replacement FY 2019-20	2,985,000	-	-	-	-	-	-	2,985,000
92669	114th Street - Slide Road to Quaker Avenue	8,500,000	-	-	-	-	-	-	8,500,000
92697	Street Maintenance 2021	10,855,015	11,000,000	12,000,000	13,000,000	14,000,000	15,000,000	-	75,855,015
92698	Transfer Station	230,000	1,275,000	17,195,000	-	-	-	-	18,700,000
92712	Transportation Improvements/Unpaved Roads	9,000,000	-	-	-	-	-	-	9,000,000
92713	Erskine Street	11,300,000	-	-	-	-	-	-	11,300,000
92737	114th Street - Quaker Avenue to Indiana Avenue	-	3,000,000	-	-	-	-	-	3,000,000
92738	Pedestrian and Cyclist Enhancements	-	160,000	160,000	160,000	-	-	-	480,000
92739	Iola Avenue From 122nd St. to FM 1585	-	75,000	900,000	-	-	-	-	975,000

General Fund Capital

Appropriation Summary

Project Name	Appropriation Date	to	Unappropriated Planning Years					Total Appropriation		
			FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26		FY 2026-27	
92740 Canyon Lakes Connectivity	-		75,000	75,000	75,000	-	-	-	225,000	
92741 Fiber Optic Expansion Continuation	-		50,000	50,000	50,000	75,000	75,000	-	300,000	
92742 Traffic Signal FY21-22 through FY25-26	-		350,000	350,000	350,000	350,000	350,000	-	1,750,000	
2015063 Closure of Cell VI at 69 Landfill	-		-	1,000,000	-	-	-	-	1,000,000	
2017063 Traffic Operations Facility Renovations	-		-	495,750	-	-	-	-	495,750	
Subtotal			85,702,697	18,117,400	35,025,750	13,985,000	15,175,000	16,175,000	750,000	184,930,847
Total General Fund Capital	\$		231,089,843	29,941,737	38,303,274	16,496,514	17,483,317	17,667,115	1,752,861	352,734,661

General Fund Capital

Funding Summary

Funding Source	Funding to Date	Unappropriated Planning Years						Total	Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27		
American Rescue Plan Act Funding	-	8,111,342	-	-	-	-	-	-	8,111,342
Capital Project Fund	100,000	482,821	-	-	-	-	-	-	582,821
Developer Participation	356,187	-	-	-	-	-	-	-	356,187
FY 2009 General Fund Cash	185,951	-	-	-	-	-	-	-	185,951
FY 2009 General Obligation Bonds	46,662	-	-	-	-	-	-	-	46,662
FY 2009 Tax Supported Revenue CO's	400,000	-	-	-	-	-	-	-	400,000
FY 2010 General Fund Cash	44,824	-	-	-	-	-	-	-	44,824
FY 2011 General Fund Cash	551,091	-	-	-	-	-	-	-	551,091
FY 2011 Tax Supported Revenue CO's	122,479	-	-	-	-	-	-	-	122,479
FY 2012 General Fund Cash	72,190	-	-	-	-	-	-	-	72,190
FY 2013 General Obligation Bonds	2,012,007	-	-	-	-	-	-	-	2,012,007
FY 2013 Tax Supported Revenue CO's	15,412	-	-	-	-	-	-	-	15,412
FY 2014 General Fund Cash	250,000	-	-	-	-	-	-	-	250,000
FY 2014 Tax Supported Revenue CO's	350,025	-	-	-	-	-	-	-	350,025
FY 2015 General Fund Cash	672,000	-	-	-	-	-	-	-	672,000
FY 2015 Tax Supported Revenue CO's	11,585,487	-	-	-	-	-	-	-	11,585,487
FY 2016 7-Year Solid Waste Revenue CO's	344,730	-	-	-	-	-	-	-	344,730
FY 2016 General Fund Cash	2,899,963	-	-	-	-	-	-	-	2,899,963
FY 2016 Solid Waste Revenue CO's	2,970,358	-	-	-	-	-	-	-	2,970,358
FY 2016 Tax Supported Revenue CO's	53,864,595	-	-	-	-	-	-	-	53,864,595
FY 2017 7-Year Tax Revenue CO's	4,779,743	-	-	-	-	-	-	-	4,779,743
FY 2017 General Fund Cash	3,044,608	-	-	-	-	-	-	-	3,044,608
FY 2017 Solid Waste Cash	500,000	-	-	-	-	-	-	-	500,000
FY 2017 Tax Supported Revenue CO's	496,030	-	-	-	-	-	-	-	496,030
FY 2018 General Fund Cash	7,011,428	-	-	-	-	-	-	-	7,011,428
FY 2018 Tax Supported Revenue CO's	10,000,000	-	-	-	-	-	-	-	10,000,000
FY 2019 General Fund Cash	9,656,609	12,480	-	-	-	-	-	-	9,669,089
FY 2019 Tax Supported Revenue CO's	50,000,000	-	-	-	-	-	-	-	50,000,000
FY 2020 General Fund Cash	13,024,369	-	-	-	-	-	-	-	13,024,369
FY 2021 General Fund Cash	15,463,436	-	-	-	-	-	-	-	15,463,436
FY 2021 Tax Supported Revenue CO's	35,348,970	-	-	-	-	-	-	-	35,348,970
FY 2022 General Fund Cash	-	18,281,694	-	-	-	-	-	-	18,281,694
FY 2022 Tax Supported Revenue CO's	-	3,000,000	-	-	-	-	-	-	3,000,000
FY 2023 General Fund Cash	-	-	21,054,874	-	-	-	-	-	21,054,874
FY 2023 Tax Supported Revenue CO's	-	-	17,195,000	-	-	-	-	-	17,195,000
FY 2024 General Fund Cash	-	-	-	16,443,114	-	-	-	-	16,443,114
FY 2025 General Fund Cash	-	-	-	-	17,429,917	-	-	-	17,429,917
FY 2026 General Fund Cash	-	-	-	-	-	17,613,715	-	-	17,613,715
FY 2027 General Fund Cash	-	-	-	-	-	-	1,752,861	-	1,752,861
General Capital Project Fund	2,848,088	53,400	53,400	53,400	53,400	53,400	-	-	3,115,088
Hotel/Motel Funds	564,380	-	-	-	-	-	-	-	564,380
Lubbock County Proceeds	685,627	-	-	-	-	-	-	-	685,627
Market Lubbock Inc. Capital Project Fund	100,000	-	-	-	-	-	-	-	100,000
Parks Capital Projects Fund	700	-	-	-	-	-	-	-	700
Public Works Capital Project Fund	64,252	-	-	-	-	-	-	-	64,252
School District Cash Donation	230,868	-	-	-	-	-	-	-	230,868
Street Capital Project Fund	12,992	-	-	-	-	-	-	-	12,992

General Fund Capital

Funding Summary

Funding Source	Funding to Date	Unappropriated Planning Years					Total	Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26		
Texas Tech University Funding	13,188	-	-	-	-	-	-	13,188
Westwind Realty, L.P. Funding	400,594	-	-	-	-	-	-	400,594
Total General Fund Capital	\$ 231,089,843	29,941,737	38,303,274	16,496,514	17,483,317	17,667,115	1,752,861	352,734,661

Administrative Services

Appropriation Summary

Project Name	Appropriation to Date	Unappropriated Planning Years						Total Appropriation
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
8633 Comprehensive Plan Implementation	665,000	0	0	0	0	0	0	665,000
8634 City Council Initiatives	125,000	0	0	0	0	0	0	125,000
8663 Future Comprehensive Plan Implementation	0	120,000	0	0	0	0	0	120,000
8664 FY 2021-22 Comprehensive Zoning Map Analysis	0	75,000	0	0	0	0	0	75,000
8665 Document Management System	0	215,000	0	0	0	0	0	215,000
92238 Facility Maintenance Fund	1,416,000	93,500	99,000	49,500	49,500	49,500	45,000	1,802,000
92359 Facility Roof Replacements	1,358,000	535,300	148,400	212,000	106,000	106,000	100,000	2,565,700
92369 Municipal Facilities Replacements/Renovations	62,500,000	0	0	0	0	0	0	62,500,000
92672 Parking Garage	7,961,294	0	0	0	0	0	0	7,961,294
92706 Neighborhood Plan Development and Implementation	250,000	0	250,000	250,000	250,000	250,000	0	1,250,000
92707 Public Health Facility	2,000,000	8,111,342	0	0	0	0	0	10,111,342
92714 Warehouse Replacement	0	152,300	1,583,000	0	0	0	0	1,735,300
92715 Citizens Tower West Plaza	0	450,000	0	0	0	0	0	450,000
92716 Municipal Parking Garage Plaza	0	500,000	0	0	0	0	0	500,000
Total Administrative Services	76,275,294	10,252,442	2,080,400	511,500	405,500	405,500	145,000	90,075,636

Administrative Services

Funding Summary

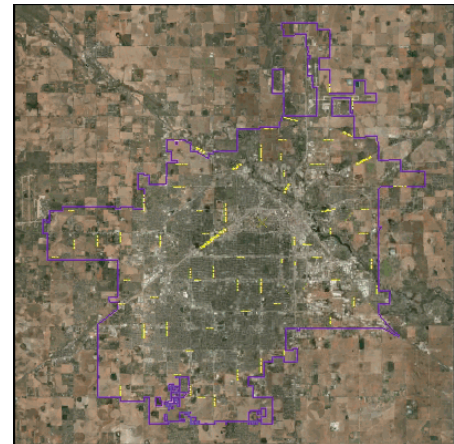
Funding Source	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
American Rescue Plan Act Funding	0	8,111,342	0	0	0	0	0	8,111,342
Capital Project Fund	100,000	0	0	0	0	0	0	100,000
FY 2011 General Fund Cash	500,000	0	0	0	0	0	0	500,000
FY 2014 General Fund Cash	250,000	0	0	0	0	0	0	250,000
FY 2015 General Fund Cash	372,000	0	0	0	0	0	0	372,000
FY 2015 Tax Supported Revenue CO's	10,380,000	0	0	0	0	0	0	10,380,000
FY 2016 General Fund Cash	691,000	0	0	0	0	0	0	691,000
FY 2016 Tax Supported Revenue CO's	52,800,000	0	0	0	0	0	0	52,800,000
FY 2017 General Fund Cash	440,000	0	0	0	0	0	0	440,000
FY 2019 General Fund Cash	610,000	0	0	0	0	0	0	610,000
FY 2019 Tax Supported Revenue CO's	4,118,000	0	0	0	0	0	0	4,118,000
FY 2020 General Fund Cash	1,648,294	0	0	0	0	0	0	1,648,294
FY 2021 General Fund Cash	2,046,000	0	0	0	0	0	0	2,046,000
FY 2022 General Fund Cash	0	2,141,100	0	0	0	0	0	2,141,100
FY 2023 General Fund Cash	0	0	2,080,400	0	0	0	0	2,080,400
FY 2024 General Fund Cash	0	0	0	511,500	0	0	0	511,500
FY 2025 General Fund Cash	0	0	0	0	405,500	0	0	405,500
FY 2026 General Fund Cash	0	0	0	0	0	405,500	0	405,500
FY 2027 General Fund Cash	0	0	0	0	0	0	145,000	145,000
General Capital Project Fund	2,320,000	0	0	0	0	0	0	2,320,000
Total Administrative Services	76,275,294	10,252,442	2,080,400	511,500	405,500	405,500	145,000	90,075,636

Managing Department **Planning**

Project Manager **Kristen Sager**

Project Classification **Master Plans/Studies**

Project Status **Approved**



Project Scope

Step One: Performance of a diagnostic analysis of the current zoning and subdivision regulations, together with ancillary regulations, in order to identify conflicts with federal regulations, state statutes, other city ordinances, the Comprehensive Plan, the Future Land Use Plan, and case law. Incorporate public engagement as recommended by the Planning Department and then identify areas for revision.

Step Two: Based on the findings in Step 1, prepare a comprehensive, unified document, including the zoning regulations, subdivision regulations, sign regulations and ancillary development-related ordinances and policies, titled the “City of Lubbock Unified Development Code (UDC)”, in both print and electronic format.

Step Three: Discuss, present to, and obtain adoption by the Planning & Zoning Commission and City Council. Prepare and publish the UDC into an online document for placement on the City’s web site, to include hyperlinks, illustrations, and searchable text.

Project Justification

In December 2018, the City adopted an updated Comprehensive Plan, known as “Plan Lubbock 2040”. This resulted in a list of future tasks to implement the recommendations, the most important of which is to update the zoning and subdivision regulations, which are the tools that implement planning policy. The current zoning code, written in 1975, is outdated and does not address the changes over the past 23 years. Piecemeal changes to the code over the years have resulted in various inconsistencies, and certain sections of the are not in compliance with state regulations. It is imperative that the codes be updated. Consolidation of development-related ordinances into a Unified Development Code (UDC) provides customers and staff with a single document that can be referenced for most needs, and is much more user-friendly. Publishing on-line with the requested features will make it even more so.

Project History

FY 2018-19:

Completed Development of an Request for Quotation (RFQ)/ Request for proposal(RFP) for planning consulting services to perform the services scoped herein, and awarding of a contract to the most qualified consultant(s).

Comprehensive Plan update was undertaken in 2016-2018. This was identified as an implementation/followed action.

\$370,000 was appropriated in the FY 2018-19 Budget, Ord. No. 2018-00109, October 1, 2018.

\$255,000 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-00129, October 1, 2019.

\$40,000 is appropriated in the FY 2020-21 Budget, BA 42, Ord. No. 2021-00125, 9-14-21

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	665,000	0	0	0	0	0	0	665,000
Total Project Appropriation	665,000	0	0	0	0	0	0	665,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2019 General Fund Cash	370,000	0	0	0	0	0	0	370,000
FY 2020 General Fund Cash	255,000	0	0	0	0	0	0	255,000
FY 2021 General Fund Cash	40,000	0	0	0	0	0	0	40,000
Total Funding Sources	665,000	0	0	0	0	0	0	665,000

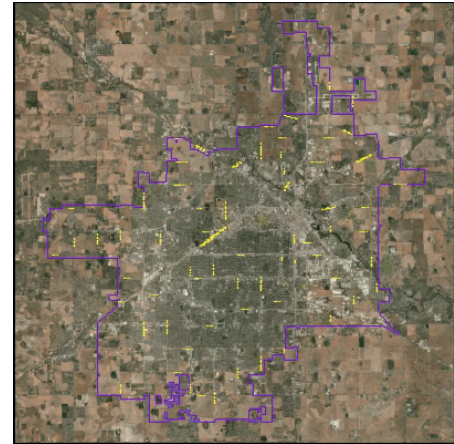
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **City Council Office**

Project Manager

Project Classification **Administrative**

Project Status **Approved**



Project Scope

Initiatives eligible for this funding may include focused or community-level studies, initiatives that address an identified issue or need in the community and related matters.

Project Justification

This appropriation provides funding for unique initiatives identified by the City Council that are outside current or previously approved projects. Identified initiatives must support the overall improvement of the community and be in support of an issue or need of general community interest. Expenditures are subject to Council approval or consensus as appropriate.

Project History

\$75,000 was appropriated in the FY 2018-19 Budget, Ord. No. 2018-O0109, October 1, 2018.

\$50,000 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-O0129, October 1, 2019.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	125,000	0	0	0	0	0	0	125,000
Total Project Appropriation	125,000	0	0	0	0	0	0	125,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2019 General Fund Cash	75,000	0	0	0	0	0	0	75,000
FY 2020 General Fund Cash	50,000	0	0	0	0	0	0	50,000
Total Funding Sources	125,000	0	0	0	0	0	0	125,000

Operating Budget Impact	Unappropriated Planning Years							Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27		
No Impact Anticipated	0	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0	0

Managing Department **Comprehensive Planning**

Project Manager **Bryan Isham**

Project Classification **Master Plans/Studies**

Project Status **Approved**



Project Scope

The purpose of the Comprehensive Fiscal Analysis is to analyze the fiscal characteristics of existing development patterns within the City. This research is used to create a model to project the direct, current, and public costs and revenues of a proposed development, annexation, or zone change.

Step One: Data collection and analysis. Obtain revenue and expenses from Comprehensive Annual Financial Report (CAFR), population and employment information from United States Census Bureau, types and cost of services offered from various City departments, current Geographic Information System (GIS) databases, and additional pertinent data from various sources.

Step Two: Conduct a GIS based fiscal analysis to study the City's revenue and expense allocation, fiscal impact by land use, neighborhood fiscal analysis, and estimated cost of annexations and should include both operational and maintenance and capital debt service costs. Then, create a fiscal impact analysis model that illustrates the costs of providing municipal services and weigh these costs against the anticipated revenues of each proposed annexations, zoning requests, development projects, and capital improvement project.

Step Three: Discuss, present to, and obtain adoption from the Planning and Zoning Commission and City Council. Prepare and publish the Comprehensive Fiscal Impact Analysis Report for placement on the City's website. Use fiscal impact analysis model to analyze future annexations and zoning requests.

Project Start Date: February 1, 2022

Project Completion Date: July 12, 2022

Project Justification

In December 2018, the City Council adopted an updated Comprehensive Plan, known as Plan Lubbock 2040. This resulted in a list of future tasks to implement the recommendations, one of which was to re-examine and update current annexation and growth policies. With the adoption of impact fees, the next recommendation associated with this goal is to pursue a comprehensive impact analysis of existing development patterns to inform future growth policies. The City should apply fiscal impact analysis techniques to assess the estimated costs of providing municipal services and weigh these costs against the anticipated revenues of each proposed annexation (Plan Lubbock 2040, pg. 74). Additionally, the City should also pursue comprehensive fiscal analysis of existing development patterns to inform future growth policies and land use plan amendments (Plan Lubbock 2040, pg. 77). Fiscal Impact Analysis is an accepted methodology to look at revenues and expenses by land use type. The City should develop a fiscal impact model to calculate the various impacts and "fine tune" its future land use pattern (Plan Lubbock 2040, pg. 79). This project supports and furthers the City Council goals of: Fiscal Discipline, Growth and Development, and Economic Development and Redevelopment.

Project History

The Comprehensive Plan update was undertaken in 2016-2018. This item was identified as an implementation/follow-up item. \$120,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	0	120,000	0	0	0	0	0	120,000
Total Project Appropriation	0	120,000	0	0	0	0	0	120,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 General Fund Cash	0	120,000	0	0	0	0	0	120,000
Total Funding Sources	0	120,000	0	0	0	0	0	120,000

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Comprehensive Planning**

Project Manager **Bryan Isham**

Project Classification **Master Plans/Studies**

Project Status **Approved**



Project Scope

The purpose of the Comprehensive Zoning Map and Land Use Analysis is to compare existing land uses, current zoning designations, and the Future Land Use Map to help guide future land use decisions.

Step One: Data collection and analysis. Obtain land use codes for all parcels within the city limits and conduct surveys using existing aerial photography and field survey methodology. Compare current land uses with existing zoning and Future Land Use Map.

Step Two: Create a report showing discrepancies between current land uses, existing zoning, and the Future Land Use Map.

Step Three: Seek guidance from the Planning and Zoning Commission and City Council on actions to take with report findings. Develop a prioritized action plan to be included in the report.

Step Four: Discuss, present to, and obtain adoption from the Planning and Zoning Commission and City Council. Prepare and publish the Comprehensive Zoning Map and Land Use Analysis Report for placement on the City’s website. Use the report to assist in rezoning analysis and decisions.

Project Start Date: April 1, 2022

Project Completion Date: October 12, 2022

Project Justification

In December 2018, the City Council adopted an updated Comprehensive Plan, known as Plan Lubbock 2040. Included in Plan Lubbock 2040 is the Future Land Use Map and Future Land Use Plan, which utilized existing conditions, fiscal impact modeling, and community visioning to provide guidance on Lubbock’s future land development. Since then, it has been determined that the current zoning of certain properties, when compared to existing development, are inconsistent with the Future Land Use Map and Future Land Use Plan. Allowing these to continue in their current manner could allow for development patterns that would be inconsistent with the Future Land Use Map and goals of the Future Land Use Plan and the Comprehensive Plan for the City of Lubbock. This project supports and furthers the City Council goals of: Community Improvement, Growth and Development, and Economic Development and Redevelopment.

Project History

The Comprehensive Plan update was undertaken in 2016-2018. This item is a byproduct of the adopted Future Land Use Map and Future Land Use Plan.

\$75,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	0	75,000	0	0	0	0	0	75,000
Total Project Appropriation	0	75,000	0	0	0	0	0	75,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 General Fund Cash	0	75,000	0	0	0	0	0	75,000
Total Funding Sources	0	75,000	0	0	0	0	0	75,000

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **City Secretary**

Project Manager **Courtney Paz**

Project Classification **Administrative**

Project Status **Approved**



Project Scope

To comply with state laws and regulations; to facilitate access and retention of vital records; and to provide a backup for the city's vital records in case of disaster. Local Government Records Act, Chapter 201, requires the efficient management of local government records; the preservation of local government records of permanent value; convenient access to local records; and uniform records and procedures for the maintenance, preservation, and disposition of local government records for public purposes. Local government records created or received in the transaction of official business or the creation or maintenance of which were paid for by public funds are declared to be public property, are subject to the provisions of Chapter 201 Local Government Code and to Subchapter J, Chapter 441 Government Code.

The process for obtaining a birth or death record requires a staff member to visit the records vault, which contains over 100 years of vital records stored in binders, and spend time searching for that specific record.

The current process for processing a birth application for a long form or when a record is not available in TxEVER or for all death certificates is:

- 1) Review and accept an application
- 2) Verify identity/relationship of request
- 3) Look up a file number using the an Access database
- 4) Pull certificates from binders in the records vault
- 5) Copy certificates on certified paper (if an amendment has been filed, documents must be shrunk and manipulated to fit the security paper)
- 6) Write issuance information on back of the original certificate
- 7) Issue certificate to the citizen, collect payment
- 8) Refile original certificate

An improved process would be to store the records in the Laserfiche repository, which the City of Lubbock currently uses to house documents in a variety of departments. The retrieval process of obtaining a birth or death record would be a much simpler process. Rather than checking a variety of logs and databases that have been maintained and continued by the department, Vital Statistics would be able to go to one uniform location, Laserfiche, to look up the document being requested. Also, this would easily allow the department to track the number of times a record has been issued (records can only be issued 10 times in a lifetime for security purposes). Likewise, there are a variety of reports and logs that are required by the state, and housing birth and death records in Laserfiche would simplify these processes and streamline the reporting process. The Vital Statistics department currently maintains approximately 400,000 records, and those numbers are growing daily with continued births and deaths occurring in Lubbock County. We are seeking to outsource the scanning and indexing of the birth and death records into Laserfiche. Once this process is complete, the department will index all new records into Laserfiche and make Laserfiche a part of their everyday processes.

The Vital Statistics conversion to Laserfiche would support the ongoing City of Lubbock project for departments to utilize the database. Currently, we have the following City departments using Laserfiche for various reasons: Accounting, Airport, Budget, Building Safety, City Attorney, City Manager, City Prosecutor, City Secretary, Community Development Finance, Civic Center, Codes, Engineering, Fire Administration, Fire Marshall, Health Department, Human Resources, Municipal Court, Police Records, Planning, Purchasing, Public Information Office, Risk Management, Traffic, Vital Statistics, and Water Utilities. These are positive results since upgrading to the Laserfiche Rio platform in 2018. Currently, the City of Lubbock holds 93 licenses, and 70 additional licenses would need to be purchased to serve all of the users currently using Laserfiche. At present, we have departments sharing licenses, but this is not good practice as it is a requirement of Laserfiche for each user to have their own license. The Human Resources department currently has 15 people utilizing Laserfiche on 1 license. Purchasing the much needed additional licenses would allow the City of Lubbock to be in compliance with Laserfiche and vastly improve the audit trail behind every record. This is especially important since we now have a policy that allows for the destruction of permanent documents as long as they are digitized and housed in the Laserfiche repository.

Project Start Date: October 1, 2021

Project End Date: September 30, 2022

Project Justification

Once the records have been scanned, the Vital Statistics department will be extensively trained and the process of saving all new certificates in Laserfiche will be implemented. The process for issuing birth and death records will greatly improve, therefore improving the customer service in the department. The process of scanning and indexing approximately 400,000 records would take years to finish due to the volume of customers the Vital Statistics Department assists on a daily basis. By employing an outside party to scan these records, it would take approximately 2-3 weeks to complete. If funded, Vital Statistics could be utilizing this new process by the end of 2021. Furthermore, once the licensing has been acquired, the Office of the City Secretary and I.T. Department will begin working to ensure all individuals utilizing Laserfiche are all using their own license. Currently, whenever a new department is interested in Laserfiche, they are informed that they will need to purchase licenses in order to be able to utilize the repository.

Project History

The City acquired a document management system (Laserfiche) in 2015 and has continued to expand and add additional departments. The 2018 upgrade to Laserfiche has given us the ability to add more departments and provide more documents on public portals (example – Resolutions and Ordinances are now available to the public through the City of Lubbock website). Since more departments are utilizing Laserfiche, storage requirements have decreased, records are more accessible, and the City of Lubbock has been able to become more transparent with its citizens. Devising Vital Statistics as a fully operational department on Laserfiche would stream line the process for obtaining a birth or death record and dramatically increase the customer experience in the Vital Statistics department. Serving over 1,000 customers per month, the Vital Statistics Department becoming fully operational on Laserfiche would modernize the process for obtaining a birth or death record and dramatically improve the customer experience.

\$215,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Technology	0	215,000	0	0	0	0	0	215,000
Total Project Appropriation	0	215,000	0	0	0	0	0	215,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 General Fund Cash	0	215,000	0	0	0	0	0	215,000
Total Funding Sources	0	215,000	0	0	0	0	0	215,000

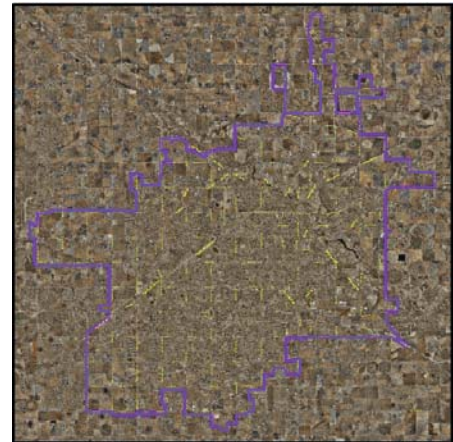
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Information Technology	0	0	11,025	11,025	11,025	11,025	44,100
Total Operating Budget Impact	0	0	11,025	11,025	11,025	11,025	44,100

Managing Department **Facilities Management**

Project Manager **Wesley Everett**

Project Classification **Upgrade/Major Maintenance**

Project Status **Approved**



Project Scope

Major renovation and repair of City facilities. City facilities will be addressed/evaluated on an as needed basis. The project includes all City facilities.

FY 2020-21: Stubbs press box/concession remediation. Groves Library water damage repaired and renovating back employee area.

FY 2021-22: Silent Wings Museum Window Replacement Scope development.

Ongoing project

Project Justification

Many City facilities require repair and renovation due to age and deterioration. The project will fund improvements to facilities on a priority basis as needs arise.

Project History

FY 2013-14 funding was utilized for City Hall basement repairs, Silent Wings Museum waterproofing, Burgess Tennis Center reroof, and Mahon Library Fire Alarm system.

FY 2014-15 funding was for the renovations of Silent Wings Museum which includes the fire alarm system, new sprinkler heads, overall renovations of the museum including new paint, carpet, etc.

FY 2015-16 funding was utilized for Buddy Holly Center and Fleet Complex Roof repairs, wood floor replacement at Buddy Holly Center, floor replacement and renovation of the mechanical room at Hodges Community Center, and repairs to Eddie Dixon Studio.

FY 2016-17 funding was utilized for Design work on St. Paul’s exterior doors. Replace exterior doors and exterior/interior painting of St. Paul’s.

FY 2017-18 Eddie Dixon Facility abated and new HVAC systems installed. SWM minor interior renovations and electrical work completed.

FY 2018-19 Continuation of Safety City Ramp/Skirting project, Silent Wings Museum (SWM) flooring.

FY 2019-20: Completed the remediation, renovation, and re-roof of the kickball field and Field 7 press boxes. Safety City ramp and skirting and back deck repairs.

\$500,000 was appropriated in the FY 2010-11 Budget, Ord. No. 2010-00070, October 1, 2010.
\$250,000 was appropriated in the FY 2013-14 Budget, Ord. No. 2013-00087, October 1, 2013.
\$200,000 was appropriated in the FY 2014-15 Budget, Ord. No. 2014-00122, October 1, 2014.
\$216,000 was appropriated in the FY 2015-16 Budget, Ord. No. 2015-00094, October 1, 2015.
\$250,000 was appropriated in the FY 2017-18 Budget, Ord. No. 2017-00111, October 1, 2017.
\$93,500 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	1,347,000	85,000	90,000	45,000	45,000	45,000	45,000	1,702,000
Design and Engineering	69,000	8,500	9,000	4,500	4,500	4,500	0	100,000
Total Project Appropriation	1,416,000	93,500	99,000	49,500	49,500	49,500	45,000	1,802,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2011 General Fund Cash	500,000	0	0	0	0	0	0	500,000
FY 2014 General Fund Cash	250,000	0	0	0	0	0	0	250,000
FY 2015 General Fund Cash	200,000	0	0	0	0	0	0	200,000
FY 2015 Tax Supported Revenue CO's	180,000	0	0	0	0	0	0	180,000
FY 2016 General Fund Cash	216,000	0	0	0	0	0	0	216,000
FY 2022 General Fund Cash	0	93,500	0	0	0	0	0	93,500
FY 2023 General Fund Cash	0	0	99,000	0	0	0	0	99,000
FY 2024 General Fund Cash	0	0	0	49,500	0	0	0	49,500
FY 2025 General Fund Cash	0	0	0	0	49,500	0	0	49,500
FY 2026 General Fund Cash	0	0	0	0	0	49,500	0	49,500
FY 2027 General Fund Cash	0	0	0	0	0	0	45,000	45,000
General Capital Project Fund	70,000	0	0	0	0	0	0	70,000
Total Funding Sources	1,416,000	93,500	99,000	49,500	49,500	49,500	45,000	1,802,000

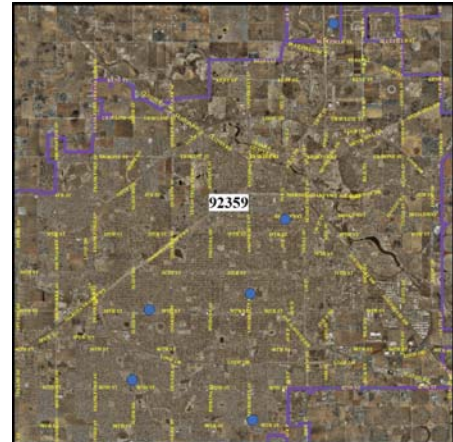
Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Maintenance Savings Estimated	1,000	1,000	1,000	1,000	1,000	0	5,000
Total Operating Budget Impact	1,000	1,000	1,000	1,000	1,000	0	5,000

Managing Department **Facilities Management**

Project Manager **Wesley Everett**

Project Classification **Infrastructure Improvements**

Project Status **Approved**



Project Scope

This project incorporates major roof repairs and roof replacements for most City of Lubbock facility roofs.

- FY 2020-21 Groves Library
- FY 2021-2022 Fire Administration Complex
- FY 2022-23 Hodges Community
- FY 2023-24 Fire Station #10 and #3
- FY 2024-25 Future Roofs
- FY 2025-26 Future Roofs
- FY 2026-27 Future Roofs

Start Date: Ongoing project
Bid Date - Design: N/A
Award Date for Bid - Design: N/A
Project Start Date - Design: 10/1/2021
Project End Date - Design: 11/1/2021
Bid Date - Construction: 11/15/2021
Award Date for Bid - Construction: 12/21/2021
Project Start Date - Construction: 01/03/2022
Project End Date - Construction: 02/14/2022
Ongoing project

Project Justification

Roof replacements can/will be rescheduled to address roofs that have deteriorated since their evaluation or other facilities can be included depending on individual circumstances. Many City facilities have roofs that are nearing the end of their expected life. A typical roofing system should last 15-20 years. The wear and tear on these roof systems have compromised the facility's ability to remain watertight from the roof areas. Staff have evaluated many City roofs and have determined the above facilities will need to have roof replacements within the next 6 years.

Project History

The roofing systems scheduled for replacement have ages ranging from 15 to 30+ years. Routine/standard maintenance of these systems are no longer efficient.

FY 2015-16 Roofs at the Silent Wings Museum started. Fire Station #9 & 4 were completed.

FY 2016-17 Fire Station #12 & 14, and the Eddie Dixon Building roofs replaced and Silent Wings Museum roof replacement completed.

FY 2017-18 Fire Stations # 13 and #8.

FY 2018-19 Garden and Arts Center and Fire Station #7 roofs replaced.

FY 2019-20 Fire Station #15, and Fire Station #5

FY 2020-21

No capital spent due to COVID-19 spending restrictions.

\$172,000 was appropriated in the FY 2014-15 Budget, Ord. No. 2014-00122, October 1, 2014.

\$475,000 was appropriated in the FY 2015-16 Budget, Ord. No. 2015-00094, October 1, 2015.

\$440,000 was appropriated in the FY 2016-17 Budget, Ord. No. 2016-00135, October 1, 2016.

\$165,000 was appropriated in the FY 2018-19 Budget, Ord. No. 2018-00109, October 1, 2018.

\$106,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-00123, October 1, 2020.

\$535,300 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	1,240,500	505,000	140,000	200,000	100,000	100,000	100,000	2,385,500
Design and Engineering	117,500	30,300	8,400	12,000	6,000	6,000	0	180,200
Total Project Appropriation	1,358,000	535,300	148,400	212,000	106,000	106,000	100,000	2,565,700

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Capital Project Fund	100,000	0	0	0	0	0	0	100,000
FY 2015 General Fund Cash	172,000	0	0	0	0	0	0	172,000
FY 2016 General Fund Cash	475,000	0	0	0	0	0	0	475,000
FY 2017 General Fund Cash	440,000	0	0	0	0	0	0	440,000
FY 2019 General Fund Cash	165,000	0	0	0	0	0	0	165,000
FY 2021 General Fund Cash	6,000	0	0	0	0	0	0	6,000
FY 2022 General Fund Cash	0	535,300	0	0	0	0	0	535,300
FY 2023 General Fund Cash	0	0	148,400	0	0	0	0	148,400
FY 2024 General Fund Cash	0	0	0	212,000	0	0	0	212,000
FY 2025 General Fund Cash	0	0	0	0	106,000	0	0	106,000
FY 2026 General Fund Cash	0	0	0	0	0	106,000	0	106,000
FY 2027 General Fund Cash	0	0	0	0	0	0	100,000	100,000
Total Funding Sources	1,358,000	535,300	148,400	212,000	106,000	106,000	100,000	2,565,700

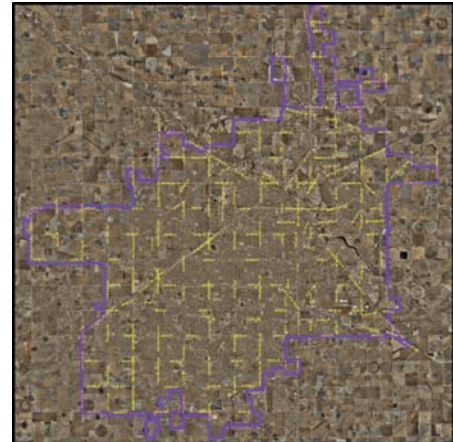
Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Maintenance Savings Estimated	500	500	1,500	500	500	0	3,500
Total Operating Budget Impact	500	500	1,500	500	500	0	3,500

Managing Department **Facilities Management**

Project Manager **Wesley Everett**

Project Classification **Replacement Facility**

Project Status **Approved**



Project Scope

The project includes land or building acquisition; construction of new facilities; and renovations and/or upgrades to existing facilities including the property located at 1206 14th Street, City Hall, and other buildings as funding allows. The project also includes all costs related to design and engineering and professional services as related to acquisition, remodeling, construction, or renovations and upgrades.

FY 2021-22 Contractor to complete punch list items and warranty items for 1 year from substantial completion date.

Start Date: 10/01/2014

Bid Date - Design: 04/15/2015

Award Date for Bid - Design: 05/28/2015

Project Start Date - Design: 05/28/2015

Project End Date - Design: 05/12/2017

Bid Date - Construction: 11/08/2016

Award Date for Bid - Construction: 01/26/2017

Project Start Date - Construction: 07/13/2017

Project End Date - Construction: 07/21/2020

Project Justification

The project replaced the current City Hall with a renovated facility in the former Omni Building that will provide enough space to allow the City to locate most departments within one facility.

Project History

FY 2015-16 Work included hiring the Architect for the Citizens Tower/Police Department with preliminary development of plans and specifications.

FY 2016-17 Construction manager at risk was hired and GMP is being developed. The Citizens Tower was abated and interior demolition has completed.

FY 2017-18 Construction commenced.

FY 2018-19 Construction continued.

FY 2019-20 Construction continued.

FY 2020-21 Completed construction.

\$10.2 million was appropriated in the FY 2014-15 Budget, Ord. No. 2014-00122, October 1, 2014.

\$52.8 million was appropriated in the FY 2015-16 Budget, Ord. No. 2015-00094, October 1, 2015.

Reduced appropriation by \$500,000 in FY 2019-20, Budget Amendment No. 31, Ord. No. 2020-00105, August 25, 2020.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Land Acquisition	5,000,000	0	0	0	0	0	0	5,000,000
Construction	52,300,000	0	0	0	0	0	0	52,300,000
Design and Engineering	5,200,000	0	0	0	0	0	0	5,200,000
Total Project Appropriation	62,500,000	0	0	0	0	0	0	62,500,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2015 Tax Supported Revenue CO's	10,200,000	0	0	0	0	0	0	10,200,000
FY 2016 Tax Supported Revenue CO's	52,300,000	0	0	0	0	0	0	52,300,000
Total Funding Sources	62,500,000	0	0	0	0	0	0	62,500,000

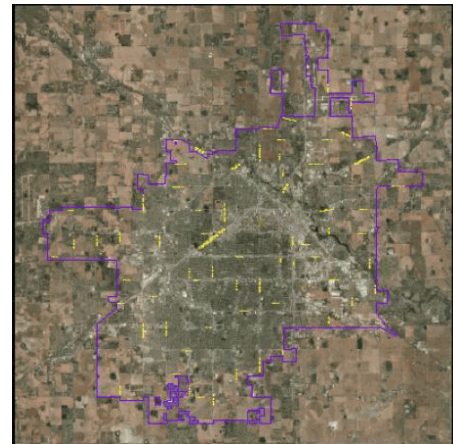
Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Facilities Maintenance and Custodial	492,432	492,432	495,000	495,000	495,000	500,000	2,969,864
Total Operating Budget Impact	492,432	492,432	495,000	495,000	495,000	500,000	2,969,864

Managing Department **Facilities Management**

Project Manager **Wesley Everett**

Project Classification **New Facility**

Project Status **Approved**



Project Scope

Project consists of construction of a Municipal Parking Garage including site improvements and utilities. The structure will consist of three parking levels, two elevators, four stairwells and will connect to an existing tunnel into Citizens Tower. The project site is located in Lubbock, Lubbock County, Texas at 14th Street and Avenue L.

Start Date:07/10/2019

Bid Date - Design:N/A

Award Date for Bid - Design:08/13/2019

Project Start Date - Design:08/14/2019

Project End Date - Design:03/11/2020

Bid Date - Construction:05/04/2020

Award Date for Bid - Construction:10/07/2020

Project Start Date - Construction:10/23/2020

Project End Date - Construction:08/19/2021

Project Justification

As per city ordinance, provide required parking spaces for staff, customers and visitors to Citizens Tower.

Project History

FY 19-20 Procured design firm, design completed.

FY 20-21 Procured contractor and commenced construction.

FY 21-22 Complete construction, punch list items, and warranty items from 1 year of substantial completion.

\$7,961,294 was appropriated in FY 2019-20, Budget Amendment No. 31, Ord. No. 2020-O0105, August 25, 2020.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	7,498,000	0	0	0	0	0	0	7,498,000
Design and Engineering	462,794	0	0	0	0	0	0	462,794
Other Activities	500	0	0	0	0	0	0	500
Total Project Appropriation	7,961,294	0	0	0	0	0	0	7,961,294

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2016 Tax Supported Revenue CO's	500,000	0	0	0	0	0	0	500,000
FY 2019 Tax Supported Revenue CO's	4,118,000	0	0	0	0	0	0	4,118,000
FY 2020 General Fund Cash	1,343,294	0	0	0	0	0	0	1,343,294
General Capital Project Fund	2,000,000	0	0	0	0	0	0	2,000,000
Total Funding Sources	7,961,294	0	0	0	0	0	0	7,961,294

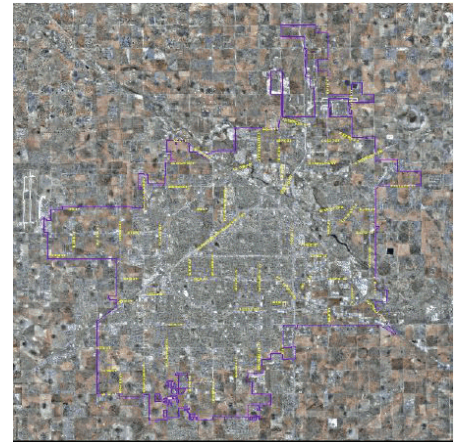
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Facilities Maintenance and Custodial	12,000	12,000	12,000	12,000	12,000	12,000	72,000
Total Operating Budget Impact	12,000	12,000	12,000	12,000	12,000	12,000	72,000

Managing Department **Comprehensive Planning**

Project Manager **Kristen Sager**

Project Classification **Administrative**

Project Status **Approved**



Project Scope

This funding is to support the first year development of the new Neighborhood Planning Program as identified and recommended in PlanLubbock2040. The Neighborhood Planning Program will include robust public visioning, stakeholder input, and partnership building; demographic analysis; land use and zoning analysis, including coordination with city-wide housing study; area market study and economic development recommendations to support existing businesses, attract new businesses, and adapt to changing retail trends; review of funding and incentive strategies for desired development; identification of catalyst project development opportunities; transportation and circulation analysis, including safety, congestion, access, and smart mobility tools; corridor aesthetics enhancement recommendations; creation of a detailed implementation strategy to guide recommended actions; and recommended changes to the Future Land Use Map. Potential uses of this funding include: research and analysis funding, professional services, plan development expenses, brownfield location and database development, environmental site location and database development, development incentives, capital expense for approved identified needs resulting from completed plan(s). Intended to serve as a multi-year CIP to support Neighborhood Planning Process. See PlanLubbock 2040 (pages 178-183).

Project Justification

PlanLubbock2040, adopted in December of 2018, identifies neighborhood planning in its implementation plan as a priority that should begin within one to two years of the adoption of the comprehensive plan. The first neighborhood plans undertaken should focus on East and North Lubbock neighborhoods. This also supports and furthers the City Council goals of: Communication, Community Improvement, Growth & Development, and Economic Development & Redevelopment. The guidelines created by the first neighborhood plan will continue to be influential as staff continues their ongoing neighborhood and small area planning efforts.

Project History

\$250,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-00123, October 1, 2020.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	250,000	0	250,000	250,000	250,000	250,000	0	1,250,000
Total Project Appropriation	250,000	0	250,000	250,000	250,000	250,000	0	1,250,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2023 General Fund Cash	0	0	250,000	0	0	0	0	250,000
FY 2024 General Fund Cash	0	0	0	250,000	0	0	0	250,000
FY 2025 General Fund Cash	0	0	0	0	250,000	0	0	250,000
FY 2026 General Fund Cash	0	0	0	0	0	250,000	0	250,000
General Capital Project Fund	250,000	0	0	0	0	0	0	250,000
Total Funding Sources	250,000	0	250,000	250,000	250,000	250,000	0	1,250,000

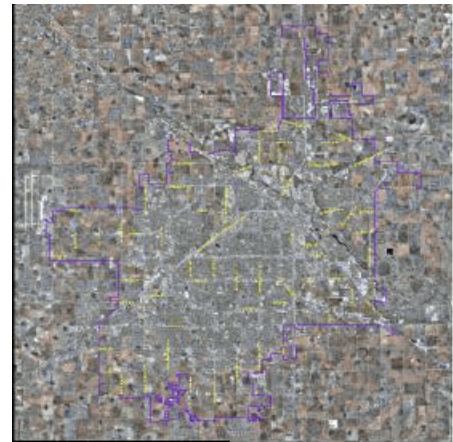
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Facilities Management**

Project Manager **Wesley Everett**

Project Classification **New Facility**

Project Status **Approved**



Project Scope

Renovation of approximately 21,712 square feet of an existing structure in Lubbock, Texas. The proposed work shall be designed with adequate space to accommodate 40 - 45 Public Health Facility staff and 15 - 20 Community Development Services staff. The personnel spaces will consist of enclosed offices and open office areas for systems furniture. Other spaces required include: laboratory, patient exam rooms, vaccine storage and pharmacy. Common areas include: vestibule, reception, break room, conference room, copy/work room, restrooms, storage and building systems support space.

FY 2021-22 contract services to begin construction/renovation of facility.

Start Date:

Bid Date - Design: 04/06/2021

Award Date for Bid - Design: 05/11/2021

Project Start Date - Design: 06/02/2021

Project End Date - Design: 02/07/2022

Bid Date - Construction: 02/21/2022

Award Date for Bid - Construction: 05/10/2022

Project Start Date - Construction: 05/30/2022

Project End Date - Construction: 05/26/2023

Project Justification

Project will provide city owned facilities for operations of Public Health Department and Community Development.

Project History

FY 2020-21 Purchased building at 2015 50th Street. Procurement of architectural & engineering design services commenced.

\$2,000,000 was appropriated in FY 2020-21, Budget Amendment No. 6, Ord. No. 2020-00164, December 21, 2021.

\$8,111,342 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Building Acquisition	2,000,000	0	0	0	0	0	0	2,000,000
Construction	0	8,111,342	0	0	0	0	0	8,111,342
Total Project Appropriation	2,000,000	8,111,342	0	0	0	0	0	10,111,342

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
American Rescue Plan Act Funding	0	8,111,342	0	0	0	0	0	8,111,342
FY 2021 General Fund Cash	2,000,000	0	0	0	0	0	0	2,000,000
Total Funding Sources	2,000,000	8,111,342	0	0	0	0	0	10,111,342

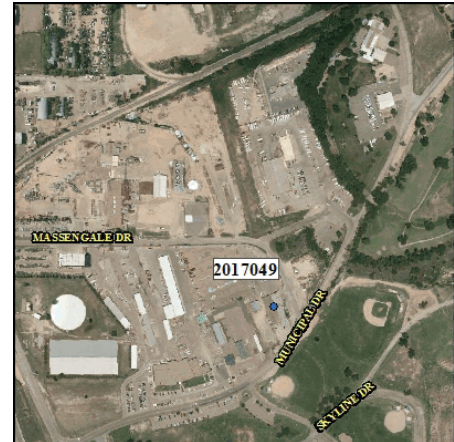
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Facilities Maintenance and Custodial	0	25,000	25,000	25,000	25,000	25,000	125,000
Total Operating Budget Impact	0	25,000	25,000	25,000	25,000	25,000	125,000

Managing Department **Facilities Management**

Project Manager **Wesley Everett**

Project Classification **Upgrade/Major Maintenance**

Project Status **Approved**



Project Scope

This project will provide a replacement structure for the current City Warehouse. The work will include the design and construction of a 9,500 square foot metal building on high density concrete.

FY 2021-22 Begin design of new warehouse facility.
 FY 2022-23 Bid and begin construction of warehouse facility.

Project Justification

This replacement is requested due to the costly repairs that need to be made to the current facility that will need to be made to bring it into compliance with current building codes.

Project History

The City Warehouse Facility has a construction of single-wythe concrete masonry units (CMU) walls, with fixed exterior door openings on the facility. The building has a built-up and modified bitumen roof systems to protect the interior of the facility from the harsh West Texas elements.

\$152,300 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	0	0	1,523,000	0	0	0	0	1,523,000
Design and Engineering	0	152,300	0	0	0	0	0	152,300
Furnishings, Fixtures, and Equipment	0	0	40,000	0	0	0	0	40,000
Landscaping	0	0	20,000	0	0	0	0	20,000
Total Project Appropriation	0	152,300	1,583,000	0	0	0	0	1,735,300

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 General Fund Cash	0	152,300	0	0	0	0	0	152,300
FY 2023 General Fund Cash	0	0	1,583,000	0	0	0	0	1,583,000
Total Funding Sources	0	152,300	1,583,000	0	0	0	0	1,735,300

Project Name **Warehouse Replacement**

Project Number **92714**

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Maintenance Savings Estimated	0	600	600	600	600	600	3,000
Total Operating Budget Impact	0	600	600	600	600	600	3,000

Managing Department **Facilities Management**

Project Manager **Wesley Everett**

Project Classification **Upgrade/Major Maintenance**

Project Status **Approved**



Project Scope

To complete the construction of the Citizens Tower plaza. The design will use like materials for hardscape and landscape so that both areas blend with the current construction.

Project Justification

To complete the West portion of the Citizens Tower plaza once the last construction projects have concluded.

Project History

The East portion of the Citizens Tower Plaza was completed in the first quarter of 2020. Since both the Municipal Parking Garage and the Municipal Court construction impacted this area it was decided to wait until they were completed. Both are anticipated to be complete in 1st quarter 2022.

\$450,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	0	400,000	0	0	0	0	0	400,000
Design and Engineering	0	50,000	0	0	0	0	0	50,000
Total Project Appropriation	0	450,000	0	0	0	0	0	450,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 General Fund Cash	0	450,000	0	0	0	0	0	450,000
Total Funding Sources	0	450,000	0	0	0	0	0	450,000

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Personnel Cost	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Facilities Management**

Project Manager **Wesley Everett**

Project Classification **Upgrade/Major Maintenance**

Project Status **Approved**



Project Scope

The area East of the current Municipal Parking Garage to be designed to include a mix of hardscape and landscape with electrical, lighting, and irrigation. Some portions of the area will include displays of art such as the Glenna Goodacre "Naiads" art piece currently displayed at the Lubbock Convention Center.

Project Justification

Development of the East portion of the block where the Municipal Parking Garage was constructed for the use and enjoyment of Citizens and the employees of the City of Lubbock.

Project History

This commercial lot had formally been occupied by a dilapidated parking garage and commercial buildings. These structures were demolished to develop a new parking garage for the use of the Citizens Tower complex activities and to assist with downtown parking issues.

\$500,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	0	450,000	0	0	0	0	0	450,000
Design and Engineering	0	50,000	0	0	0	0	0	50,000
Total Project Appropriation	0	500,000	0	0	0	0	0	500,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 General Fund Cash	0	500,000	0	0	0	0	0	500,000
Total Funding Sources	0	500,000	0	0	0	0	0	500,000

<i>Operating Budget Impact</i>	FY 2021-22	Unappropriated Planning Years					Total Impact
		FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Personnel Cost	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0



Cultural and Recreational Services

Appropriation Summary

Project Name	Appropriation to Date	Unappropriated Planning Years						Total Appropriation
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
8550 Golf Course Improvements	837,149	53,400	53,400	53,400	53,400	53,400	0	1,104,149
8630 Park Amenities	583,566	168,820	173,880	180,000	190,800	200,340	0	1,497,406
8656 Parks Master Plan	310,000	0	0	0	0	0	0	310,000
8662 McAlister Park Planning and Support Funds	100,000	0	0	0	0	0	0	100,000
92362 Buddy Holly Center Renovations Phase II	564,380	45,000	0	0	0	0	0	609,380
92565 Garden and Arts Center Exterior Renovations	280,000	15,000	0	0	0	0	0	295,000
92567 Dock and Bridge Replacement	300,550	149,675	160,249	32,460	0	0	0	642,934
92624 Burgess Rushing Tennis Center Pickleball Courts	262,260	0	47,395	259,088	0	0	0	568,743
92718 Park Playgrounds Phase II	0	740,000	762,200	785,066	808,617	832,875	857,861	4,786,619
92719 Parks Unimproved Roads	0	400,000	0	0	0	0	0	400,000
2014072 Groves Branch Library Renovations	0	0	0	640,000	0	0	0	640,000
Total Cultural and Recreational Services	3,237,905	1,571,895	1,197,124	1,950,014	1,052,817	1,086,615	857,861	10,954,231

Cultural and Recreational Services

Funding Summary

Funding Source	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2009 General Fund Cash	185,951	0	0	0	0	0	0	185,951
FY 2010 General Fund Cash	44,824	0	0	0	0	0	0	44,824
FY 2011 General Fund Cash	51,091	0	0	0	0	0	0	51,091
FY 2011 Tax Supported Revenue CO's	2,210	0	0	0	0	0	0	2,210
FY 2012 General Fund Cash	72,190	0	0	0	0	0	0	72,190
FY 2013 Tax Supported Revenue CO's	15,412	0	0	0	0	0	0	15,412
FY 2015 Tax Supported Revenue CO's	316,915	0	0	0	0	0	0	316,915
FY 2018 General Fund Cash	150,000	0	0	0	0	0	0	150,000
FY 2019 General Fund Cash	224,075	12,480	0	0	0	0	0	236,555
FY 2020 General Fund Cash	450,069	0	0	0	0	0	0	450,069
FY 2021 General Fund Cash	532,000	0	0	0	0	0	0	532,000
FY 2022 General Fund Cash	0	1,506,015	0	0	0	0	0	1,506,015
FY 2023 General Fund Cash	0	0	1,143,724	0	0	0	0	1,143,724
FY 2024 General Fund Cash	0	0	0	1,896,614	0	0	0	1,896,614
FY 2025 General Fund Cash	0	0	0	0	999,417	0	0	999,417
FY 2026 General Fund Cash	0	0	0	0	0	1,033,215	0	1,033,215
FY 2027 General Fund Cash	0	0	0	0	0	0	857,861	857,861
General Capital Project Fund	528,088	53,400	53,400	53,400	53,400	53,400	0	795,088
Hotel/Motel Funds	564,380	0	0	0	0	0	0	564,380
Market Lubbock Inc. Capital Project Fund	100,000	0	0	0	0	0	0	100,000
Parks Capital Projects Fund	700	0	0	0	0	0	0	700
Total Cultural and Recreational Services	3,237,905	1,571,895	1,197,124	1,950,014	1,052,817	1,086,615	857,861	10,954,231

Managing Department **Community Services**

Project Manager **Ronny Gallagher**

Project Classification **Upgrade/Major Maintenance**

Project Status **Approved**



Project Scope

Permanent improvements to Meadowbrook Golf Course including various bridge and abutment repair, cart path restoration, restroom renovations and other necessary improvements.

No Project work is planned for FY2021-22.

Project Justification

Meadowbrook Golf Course and the various facilities require needed repair and improvements due to age and deterioration. The project will fund improvements, on a priority basis, as identified in the scope of work.

Improvements were put on hold in FY 2019-20 due to COVID-19 crisis.

Project History

\$185,951 was appropriated in FY 2008-09, Budget Amendment No. 15, Ord. No. 2009-O0067, August 13, 2009.
 \$53,400 was appropriated in the FY 2009-10 Budget, Ord. No. 2009-O0073, October 1, 2009.
 FY 2009-10 budget addition reduced to \$44,824 based on actual revenue.
 \$53,400 was appropriated in the FY 2010-11 Budget, Ord. No. 2010-O0070, October 1, 2010.
 FY 2010-11 budget addition reduced to \$51,091 based on actual revenue.
 \$53,400 was appropriated in the FY 2011-12 Budget, Ord. No. 2011-O0080, October 1, 2011.
 FY 2011-12 budget addition increased to \$72,190 based on actual revenue.
 \$53,400 was appropriated in the FY 2012-13 Budget, Ord. No. 2012-O0100, October 1, 2012.
 FY 2012-13 budget addition decreased to 50,993 based on actual revenue.
 \$53,400 was appropriated in the FY 2013-14 Budget, Ord. No. 2013-O0087, October 1, 2013.
 FY 2013-14 budget addition decreased to 53,242 based on actual revenue.
 \$53,400 was appropriated in the FY 2014-15 Budget, Ord. No. 2014-O0122, October 1, 2014.
 FY 2014-15 budget addition increased to \$54,523 based on actual revenue.
 \$53,400 was appropriated in the FY 2015-16 Budget, Ord. No. 2015-O0094, October 1, 2015.
 FY 2015-16 budget addition decreased to \$51,667 based on actual revenue.
 \$53,400 was appropriated in the FY 2016-17 Budget, Ord. No. 2016-O0135, October 1, 2016.
 FY 2016-17 budget addition decreased to \$51,127 based on actual revenue.
 \$53,400 was appropriated in the FY 2017-18 Budget, Ord. No. 2017-O0111, October 1, 2017.
 FY 2017-18 budget addition increased to \$54,441 based on actual revenue.
 \$53,400 was appropriated in the FY 2018-19 Budget, Ord. No. 2018-O0109, October 1, 2018.
 FY 2018-19 budget addition decreased to \$52,798 based on actual revenue.
 \$53,400 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-O0129, October 1, 2019.
 \$53,400 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-O0123, October 1, 2020.
 FY 2019-20 budget addition increased to \$60,901.92 based on actual revenue.
 \$53,400 was appropriated in FY 2021-2022, Ord. No. 2021-O0126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	837,149	53,400	53,400	53,400	53,400	53,400	0	1,104,149
Total Project Appropriation	837,149	53,400	53,400	53,400	53,400	53,400	0	1,104,149

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2009 General Fund Cash	185,951	0	0	0	0	0	0	185,951
FY 2010 General Fund Cash	44,824	0	0	0	0	0	0	44,824
FY 2011 General Fund Cash	51,091	0	0	0	0	0	0	51,091
FY 2012 General Fund Cash	72,190	0	0	0	0	0	0	72,190
General Capital Project Fund	483,093	53,400	53,400	53,400	53,400	53,400	0	750,093
Total Funding Sources	837,149	53,400	53,400	53,400	53,400	53,400	0	1,104,149

Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Park Maintenance**

Project Manager **Ronny Gallagher**

Project Classification **Upgrade/Major Maintenance**

Project Status **Approved**



Project Scope

This project adds additional amenities to Lubbock Parks to create more locations for citizens to gather and make the park system more enjoyable. These additions may include covered tables, benches, and grills as well as other amenities to make the park more accessible and user-friendly.

No additional work planned for FY 2021-22.

Project Justification

Many of our parks need additional amenities for more participation and use per location.

Project History

\$150,000 was appropriated in the FY 2017-18 Budget, Ord. No. 2017-00111, October 1, 2017.
 \$154,500 was appropriated in the FY 2018-19 Budget, Ord. No. 2018-00109, October 1, 2018.
 \$154,066 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-00129, October 1, 2019.
 \$125,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-00123, October 1, 2020.
 \$168,820 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	583,566	168,820	173,880	180,000	190,800	200,340	0	1,497,406
Total Project Appropriation	583,566	168,820	173,880	180,000	190,800	200,340	0	1,497,406

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2015 Tax Supported Revenue CO's	107,898	0	0	0	0	0	0	107,898
FY 2018 General Fund Cash	150,000	0	0	0	0	0	0	150,000
FY 2019 General Fund Cash	48,902	12,480	0	0	0	0	0	61,382
FY 2020 General Fund Cash	154,066	0	0	0	0	0	0	154,066
FY 2021 General Fund Cash	122,000	0	0	0	0	0	0	122,000
FY 2022 General Fund Cash	0	156,340	0	0	0	0	0	156,340
FY 2023 General Fund Cash	0	0	173,880	0	0	0	0	173,880
FY 2024 General Fund Cash	0	0	0	180,000	0	0	0	180,000
FY 2025 General Fund Cash	0	0	0	0	190,800	0	0	190,800
FY 2026 General Fund Cash	0	0	0	0	0	200,340	0	200,340
Parks Capital Projects Fund	700	0	0	0	0	0	0	700
Total Funding Sources	583,566	168,820	173,880	180,000	190,800	200,340	0	1,497,406

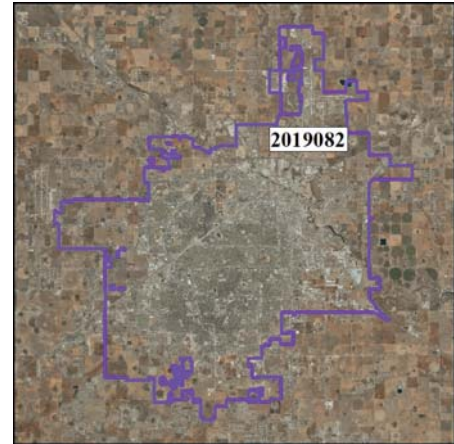
Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Facilities Maintenance and Custodial	0	1,000	1,000	1,000	1,000	0	4,000
Total Operating Budget Impact	0	1,000	1,000	1,000	1,000	0	4,000

Managing Department **Park Development**

Project Manager **Ronny Gallagher**

Project Classification **Master Plans/Studies**

Project Status **Approved**



Project Scope

The project would entail the development of a new City of Lubbock Parks and Open Space Master Plan including a feasibility study and development of a strategic framework with an outside firm.

Start Date:10/06/2020

Bid Date - Design:10/06/2020

Award Date for Bid-Design:11/17/2020

Project Start Date-Design:11/17/2020

Project End Date-Design:01/03/2021

Project Start Date-Construction:04/13/2021

Project End Date-Construction:04/12/2022

Project Justification

Keeping the master plan current and on track with a growing, evolving city is very important. Recreational needs and current community interests are assessed during the master planning process. This allows City staff and administrators to prioritize the allocation of resources for new or improvement projects, programs, and services in a way that is fiscally responsible and publicly supported. The master plan builds credibility and public consensus, informs citizens of current park needs, identifies capital improvement goals, guides critical decisions about facilities, infrastructure, programming, and services, and helps in developing recommendations and an implementation strategy. In addition, a current Parks and Open Space Master Plan can be used as a supporting document in making the City more competitive when seeking grants and other funding sources.

Project History

The 2011 City of Lubbock Parks and Open Space Master Plan was a result of coordinated efforts by the citizens of Lubbock, the Lubbock City Council, the Lubbock Parks and Recreation Advisory Board, Lubbock Parks and Recreation Staff, Lubbock Planning Department and Leisure Vision. The citizens of Lubbock provided ideas, comments and requests for the future development of parks open space and programming. The master plan was updated in 2016 with collaboration of staff, however, it was never formally adopted.

\$212,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-00123, October 1, 2020.

\$98,000 was appropriated in FY 2020-21, Budget Amendment No. 12, Ord. No. 2020-00025, March 23, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	310,000	0	0	0	0	0	0	310,000
Total Project Appropriation	310,000	0	0	0	0	0	0	310,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2021 General Fund Cash	310,000	0	0	0	0	0	0	310,000
Total Funding Sources	310,000	0	0	0	0	0	0	310,000

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Personnel Cost	5,000	2,500	0	0	0	0	7,500
Total Operating Budget Impact	5,000	2,500	0	0	0	0	7,500

Managing Department **Park Development**

Project Manager **Ronny Gallagher**

Project Classification **Infrastructure Improvements**

Project Status **Approved**



Project Scope

The development of a conceptual master plan for the park will consist of a review of existing conditions at the site, a review of project goals and objectives with City Staff, meet with City leadership and key stakeholders to document and understand various interests, understanding user requirements and preferences to prepare an overall design for the Park Development Plan, develop the project budget, and to develop best use scenarios associated with the playa lake and other components of the park.

Start Date:01/20/2021
 Project Start Date-Construction:03/18/2021
 Project End Date-Construction:12/18/2021

Project Justification

McAlister Park is a 272-acre green space located in a major gateway to the City. Currently, less than 25% of the parkland has been developed. The construction of a jogging trail through this undeveloped land has helped spur interest in this remaining area but new amenities will do much more to help make this regional park a true destination place for Lubbock’s citizens. As a method of building a regional park with quality recreational components, a conceptual master plan is paramount to the design and placement of desired recreational opportunities. A part of the path to develop the park calls for the generation of a base map upon which a comprehensive development plan would guide the development plan for the park.

Project History

\$100,000 was appropriated in FY 2020-21, Budget Amendment No. 9, Ord. No. 2021-00017, February 23, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	100,000	0	0	0	0	0	0	100,000
Total Project Appropriation	100,000	0	0	0	0	0	0	100,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Market Lubbock Inc. Capital Project Fund	100,000	0	0	0	0	0	0	100,000
Total Funding Sources	100,000	0	0	0	0	0	0	100,000

Project Name **McAlister Park Planning and Support Funds**

Project Number **8662**

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Facilities Management**

Project Manager **Wesley Everett**

Project Classification **Infrastructure Improvements**

Project Status **Approved**



Project Scope

Depot structure will be monitored and refinished with heavy duty grade paint/seal as required to withstand the harsh outdoor elements. Waterproofing of the east wall of the Gallery is included. The project will be phased over several years and incorporate other areas as needed at the Facility.

FY 20-21: Repair and renovate interior walls of fine arts gallery. If funding allows we will repair and refinish exterior wood doors.

Ongoing Project

Project Justification

The City obtained the Depot building and former restaurant around 1999. The facility was renovated to house the Buddy Holly Center around 2000.

The Buddy Holly Center (BHC) was last renovated around 2000 when the City converted the former Depot building into the Center. One exception was to the Fine Arts Gallery (west portion of the center) which was renovated in 2011. Most of the 2000 era materials have outlived their useful life cycle and require replacement and updating.

Project History

FY 2015-16 the exterior doors were scheduled to be replaced. Complications in the manufacturing of these doors resulted in the contract being cancelled.

FY 2016-17 Funding was used to refinished exterior doors on the Exhibit Hall wing, new carpet in offices on north side, replaced deck, waterproofed north windows, Allison House to be painted.

FY 2017-18 Allison House exterior painting completed. Both toilets in Center were completely renovated.

FY 2018-19 Develop the scope for plans and specifications for waterproofing the east wall of the Gallery. Level the Courtyard pavers.

FY 2019-20 Levelled the courtyard pavers, removed and installed sealant around precast stone for exterior waterproofing.

FY 2020-21

No capital spent due to COVID-19 spending restrictions. Developed the scope for the repair and painting of the fine arts gallery walls. Evaluated the exterior wood doors for repair and refinishing.

\$380,000 was appropriated in the FY 2014-15 Budget, Ord. No. 2014-00122, October 1, 2014.

Reduced appropriation by \$41,620 in FY 2014-15 Budget Amendment No. 13, Ord. No. 2015-00051, June 11, 2015.

\$100,000 was appropriated in the FY 2015-16 Budget, Ord. No. 2015-00094, October 1, 2015.

\$126,000 was appropriated in the FY 2016-17 Budget, Ord. No. 2016-00135, October 1, 2016.

\$45,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	509,880	45,000	0	0	0	0	0	554,880
Construction Management Support	18,500	0	0	0	0	0	0	18,500
Design and Engineering	36,000	0	0	0	0	0	0	36,000
Total Project Appropriation	564,380	45,000	0	0	0	0	0	609,380

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 General Fund Cash	0	45,000	0	0	0	0	0	45,000
Hotel/Motel Funds	564,380	0	0	0	0	0	0	564,380
Total Funding Sources	564,380	45,000	0	0	0	0	0	609,380

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Facilities Maintenance and Custodial	0	25,000	0	0	0	0	25,000
Total Operating Budget Impact	0	25,000	0	0	0	0	25,000

Managing Department **Cultural Arts Services**

Project Manager **Wesley Everett**

Project Classification **Infrastructure Improvements**

Project Status **Approved**



Project Scope

Work will include either the replacement or covering of the existing exposed wooden structure with metal. Plaster will be repaired and the brick will be repainted/sealed. Electrical work will also be included.

FY 2020-21: Bid out completed Plans and Specifications from FY 2019-20. Plans and Specifications need to be reviewed and updated for any adopted code changes since original design. Begin renovation.

FY 2021-2022 Complete exterior renovation.

Start Date: 2019
 Bid Date - Design: 04/2019
 Award Date for Bid - Design: 05/22/2019
 Project Start Date - Design: 06/2019
 Project End Date - Design: 02/2020
 Bid Date - Construction: 05/03/2021
 Award Date for Bid - Construction: 07/27/2021
 Project Start Date - Construction: 08/16/2021
 Project End Date - Construction: 03/21/2022

Project Justification

The GAC was constructed in the early 1960's. Most of these components are original and need to be repaired/replaced to extend the facilities life span. The exterior of the facility is in need of extensive repairs. If not addressed, deterioration will continue to damage the main structure.

Project History

FY 2018-19 architectural firm hired and renovation scope, plans and specifications being developed.
 FY 2019-20 Plans and specifications complete.
 \$185,850 was appropriated in the FY 2018-19 Budget, Ord. No. 2018-00109, October 1, 2018.
 \$94,150 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-00129, October 1, 2019.
 \$15,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	247,850	10,000	0	0	0	0	0	257,850
Design and Engineering	32,150	5,000	0	0	0	0	0	37,150
Total Project Appropriation	280,000	15,000	0	0	0	0	0	295,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2013 Tax Supported Revenue CO's	15,412	0	0	0	0	0	0	15,412
FY 2015 Tax Supported Revenue CO's	123,677	0	0	0	0	0	0	123,677
FY 2019 General Fund Cash	62,173	0	0	0	0	0	0	62,173
FY 2020 General Fund Cash	33,743	0	0	0	0	0	0	33,743
FY 2022 General Fund Cash	0	15,000	0	0	0	0	0	15,000
General Capital Project Fund	44,995	0	0	0	0	0	0	44,995
Total Funding Sources	280,000	15,000	0	0	0	0	0	295,000

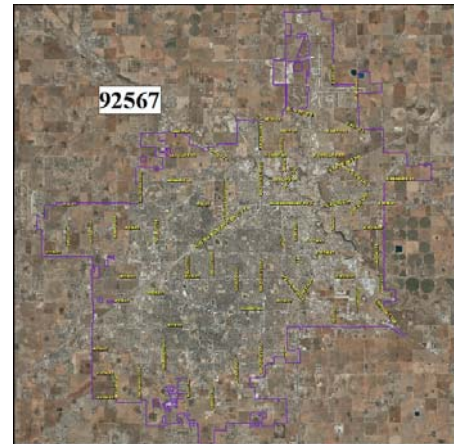
Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Maintenance Savings Estimated	0	1,000	500	500	0	0	2,000
Total Operating Budget Impact	0	1,000	500	500	0	0	2,000

Managing Department **Park Development**

Project Manager **Ronny Gallagher**

Project Classification **Replacement Infrastructure**

Project Status **Approved**



Project Scope

This project involves the replacement or repair of old, deteriorated bridges and docks throughout the parks system. It also includes the construction of new docks and bridges on certain lakes and paths.

For FY 2021-22, replace wooden dock/fishing platform/Kayak launch on Conquistador Lake, adjacent to the waterfall.

Start Date:10/04/2021
 Bid Date-Construction:10/04/2021
 Award Date for Bid-Construction:12/04/2021
 Project Start Date-Construction:12/20/2021
 Project End Date-Construction:02/28/2022

Project Justification

Fishing docks provide a designated area for a unique outdoor recreational activity that is popular with park users. Pedestrian bridges provide convenient accessible crossing over large bodies of water and drainage inlets. Based on the 2018 park inventory, one of the seven existing docks and nine of the 24 existing pedestrian bridges in the parks system are in poor or unacceptable condition. In addition, numerous lakes have no docks thus making it difficult for citizens to fish or launch kayaks.

Project History

In 2014, the dock at Lake Alan Henry was repaired. In 2015, a pedestrian bridge over a drainage inlet was replaced at Higinbotham Park. In 2016, the wooden pedestrian bridge at Mae Simmons Park was replaced with a prefabricated aluminum bridge. In 2017, a dock and two pedestrian bridges were repaired at the Buddy Holly Recreation Area. All pedestrian bridges received new bollards in 2016 to increase safety. In 2019, two docks were replaced and one added throughout the Canyon Lakes. During 2020, 2 pedestrian bridges were added to the walking track, over drainage swales, at Higinbotham Park.

\$113,000 was appropriated in the FY 2018-29 Budget, Ord. No. 2018-00109, October 1, 2018.
 \$87,550 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-00129, October 1, 2019.
 \$100,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-00123, October 1, 2020.
 \$149,675 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	247,815	119,079	128,735	0	0	0	0	495,629
Design and Engineering	52,735	30,596	31,514	32,460	0	0	0	147,305
Total Project Appropriation	300,550	149,675	160,249	32,460	0	0	0	642,934

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2011 Tax Supported Revenue CO's	2,210	0	0	0	0	0	0	2,210
FY 2015 Tax Supported Revenue CO's	85,340	0	0	0	0	0	0	85,340
FY 2019 General Fund Cash	113,000	0	0	0	0	0	0	113,000
FY 2021 General Fund Cash	100,000	0	0	0	0	0	0	100,000
FY 2022 General Fund Cash	0	149,675	0	0	0	0	0	149,675
FY 2023 General Fund Cash	0	0	160,249	0	0	0	0	160,249
FY 2024 General Fund Cash	0	0	0	32,460	0	0	0	32,460
Total Funding Sources	300,550	149,675	160,249	32,460	0	0	0	642,934

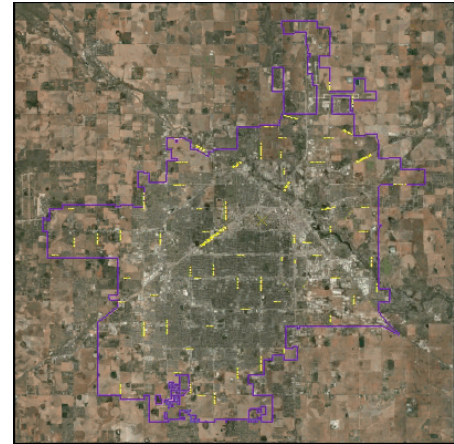
Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Park Development**

Project Manager **Ronny Gallagher**

Project Classification **Infrastructure Improvements**

Project Status **Approved**



Project Scope

Construction of 8 pickleball courts at Burgess-Rushing Tennis Center. Includes nets and poles, fencing, irrigation modifications, and lighting.

Start Date:10/01/2019
 COL Engineering design start date:03/24/2020;
 Bid Date - Design:10/04/2021
 Award Date for Bid-Design:10/22/2021
 Project Start Date-Design:11/08/2021
 Project End Date-Design:01/03/2022
 Bid Date-Construction:01/10/2022
 Award Date for Bid-Construction:02/11/2022
 Project Start Date-Construction:03/21/2022
 Project End Date-Construction:07/29/2022

Project Justification

Pickleball has become increasingly popular and courts are being installed in parks throughout the country. The parks department has received numerous requests to have courts installed.

Project History

Currently, the City of Lubbock has no dedicated pickleball courts in the park system and the parks department has received numerous requests to have these courts installed.

FY19-20 Estimate from Architect for complete drawings. Engineering plans completed by COL Staff after project had been funded by Council. Project placed on hold due to COVID-19 crisis.

\$262,260 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-00129, October 1, 2019. Previous design work did not consider viable estimates for earthwork. COL Engineering commenced design for earthwork in March of 2020, but due to numerous iterations of court placement, a final design was not completed until February of 2021, which provided construction documents for earthwork and an opinion of cost of \$130,733. Landscape and structural design work was not completed by former staff, which provided faulty project estimates. Landscape and structural design work is needed to develop construction documents for bidding and construction, at an estimated cost of \$47395. Total construction cost is estimated at 473953, which would require additional funding of \$259088, and is reflected in the Project Cost tab.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	262,260	0	0	259,088	0	0	0	521,348
Design and Engineering	0	0	47,395	0	0	0	0	47,395
Total Project Appropriation	262,260	0	47,395	259,088	0	0	0	568,743

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2020 General Fund Cash	262,260	0	0	0	0	0	0	262,260
FY 2023 General Fund Cash	0	0	47,395	0	0	0	0	47,395
FY 2024 General Fund Cash	0	0	0	259,088	0	0	0	259,088
Total Funding Sources	262,260	0	47,395	259,088	0	0	0	568,743

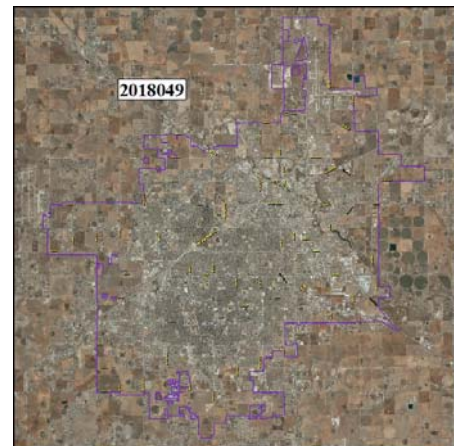
Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Facilities Maintenance and Custodial	0	2,860	2,860	2,946	2,946	3,034	14,646
Total Operating Budget Impact	0	2,860	2,860	2,946	2,946	3,034	14,646

Managing Department **Park Development**

Project Manager **Ronny Gallagher**

Project Classification **Upgrade/Major Maintenance**

Project Status **Approved**



Project Scope

Replace old, deteriorating playground equipment with new, modern metal, multi-activity, inclusive playgrounds for users of all ages and skill levels. Replacement includes installation of 5' perimeter sidewalks, resilient safety surfacing, irrigation modifications and Americans with Disabilities Act (ADA) parking as needed. Also included are several, large caliper deciduous trees to help shade the area. Playground replacements are based on evaluations performed in 2021, and are requested in the following order: Aztlan, Wheelock, Ribble, and Strong parks in 2021-22; Duran, Mahon, and Washington parks in 2022-23; Higinbotham, Overton, and Reagan parks in 2023-24; Hamilton, Hollins, and Lopez parks in 2024-25; Smith, Rodgers, and Jennings parks in 2025-26; Leftwich, Simmons, and McCullough parks in 2027-28; Stevens, Underwood and Butler parks in 2028-29; other remaining playgrounds will be submitted as per the evaluation schedule.

Start Date-10/01/2021; Bid Date-Design 10/04/2021; Award Date for Bid-Design 11/23/2021; Project Start Date-Design 12/13/2021; Project End Date-Design 02/18/2022; Bid Date-Construction-02/28/2022; Award Date for Bid-Construction-04/28/2022; Project Start Date-Construction-05/02/2022; Project End Date-Construction-11/20/2022.

Project Justification

Park playgrounds have a life span of 20 years. Priorities for replacement in the playground inventory are based on age and condition. Currently, the oldest, most worn playgrounds are 23-27 years old. Replacement parts are difficult or impossible to find. In many cases, parking and accessible routes to these playgrounds need to be updated to the current ADA standards.

Project History

Most of the playgrounds in Lubbock parks are over 20 years old, and through wear and exposure have deteriorated to a point where replacement is necessary.

\$740,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Landscaping	0	740,000	762,200	785,066	808,617	832,875	857,861	4,786,619
Total Project Appropriation	0	740,000	762,200	785,066	808,617	832,875	857,861	4,786,619

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 General Fund Cash	0	740,000	0	0	0	0	0	740,000
FY 2023 General Fund Cash	0	0	762,200	0	0	0	0	762,200
FY 2024 General Fund Cash	0	0	0	785,066	0	0	0	785,066
FY 2025 General Fund Cash	0	0	0	0	808,617	0	0	808,617
FY 2026 General Fund Cash	0	0	0	0	0	832,875	0	832,875
FY 2027 General Fund Cash	0	0	0	0	0	0	857,861	857,861
Total Funding Sources	0	740,000	762,200	785,066	808,617	832,875	857,861	4,786,619

Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Maintenance Savings Estimated	0	4,000	3,000	3,000	3,000	3,000	16,000
Total Operating Budget Impact	0	4,000	3,000	3,000	3,000	3,000	16,000

Managing Department **Park Maintenance**

Project Manager **Josh Kristinek**

Project Classification **New Roadways**

Project Status **Approved**



Project Scope

This project will fund the improvements of existing park roads within the parks system where roads have not been improved or redone in many years. The project will fund the design and construction of various park roads in need of improvements.

Project Justification

The park system includes many roads that have not been updated, repaired, or replaced in many years. This project will improve mobility and safety in the park system.

Project History

\$400,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	0	400,000	0	0	0	0	0	400,000
Total Project Appropriation	0	400,000	0	0	0	0	0	400,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 General Fund Cash	0	400,000	0	0	0	0	0	400,000
Total Funding Sources	0	400,000	0	0	0	0	0	400,000

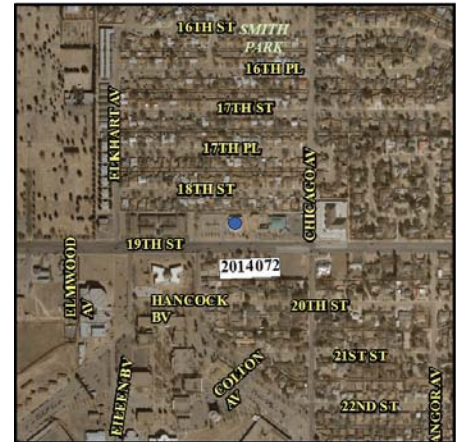
Operating Budget Impact	Unappropriated Planning Years							Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27		
No Impact Anticipated	0	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0	0

Managing Department **Groves Library**

Project Manager **Wesley Everett**

Project Classification **Infrastructure Improvements**

Project Status **Requested**



Project Scope

The project provides for the renovation of the Groves Branch Library. The renovation includes new floor covering, painting, new HVAC systems and minor electrical. Furniture, fixtures, and landscaping are also included.

Start Date: 10/01/2023

Bid Date - Design: 10/01/2023

Award Date for Bid - Design: 10/15/2023

Project Start Date - Design: 11/01/2023

Project End Date - Design: 11/15/2023

Bid Date - Construction: 12/01/2023

Award Date for Bid - Construction: 12/15/2023

Project Start Date - Construction: 01/01/2024

Project End Date - Construction: 03/31/2024

Project Justification

The Groves Branch Library was constructed around 1995. There have been no major renovations to this facility since it's construction. Due to the heavy use of the facility, most systems and equipment will have a shorter than normal life cycle. Most systems and equipment of this facility have reached the end of their life cycles.

Project History

This facility was constructed around 1995 to provide library functions for the citizens of northwest Lubbock.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Appropriation
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	0	0	0	520,000	0	0	0	520,000
Design and Engineering	0	0	0	50,000	0	0	0	50,000
Furnishings, Fixtures, and Equipment	0	0	0	50,000	0	0	0	50,000
Landscaping	0	0	0	20,000	0	0	0	20,000
Total Project Appropriation	0	0	0	640,000	0	0	0	640,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2024 General Fund Cash	0	0	0	640,000	0	0	0	640,000
Total Funding Sources	0	0	0	640,000	0	0	0	640,000

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Maintenance Savings Estimated	0	400	400	450	450	450	2,150
Total Operating Budget Impact	0	400	400	450	450	450	2,150



Public Safety and Health Services

Appropriation Summary

Project Name	Appropriation to Date	Unappropriated Planning Years						Total Appropriation
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
92367 Municipal Square Repairs	566,511	0	0	0	0	0	0	566,511
92551 Public Safety Improvements Project	55,882,000	0	0	0	0	0	0	55,882,000
92648 Zetron Fire Paging Replacement	800,000	0	0	0	0	0	0	800,000
92705 Outdoor Warning Siren System	980,436	0	0	0	0	0	0	980,436
92711 Fire Station 20	7,645,000	0	0	0	0	0	0	7,645,000
2021080 4-Story Multi-Function Training Prop	0	0	0	50,000	850,000	0	0	900,000
Total Public Safety and Health Services	65,873,947	0	0	50,000	850,000	0	0	66,773,947

Public Safety and Health Services

Funding Summary

Funding Source	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2015 General Fund Cash	300,000	0	0	0	0	0	0	300,000
FY 2016 General Fund Cash	266,511	0	0	0	0	0	0	266,511
FY 2016 Tax Supported Revenue CO's	714,595	0	0	0	0	0	0	714,595
FY 2018 Tax Supported Revenue CO's	10,000,000	0	0	0	0	0	0	10,000,000
FY 2019 Tax Supported Revenue CO's	45,882,000	0	0	0	0	0	0	45,882,000
FY 2020 General Fund Cash	85,405	0	0	0	0	0	0	85,405
FY 2021 General Fund Cash	980,436	0	0	0	0	0	0	980,436
FY 2021 Tax Supported Revenue CO's	7,645,000	0	0	0	0	0	0	7,645,000
FY 2024 General Fund Cash	0	0	0	50,000	0	0	0	50,000
FY 2025 General Fund Cash	0	0	0	0	850,000	0	0	850,000
Total Public Safety and Health Services	65,873,947	0	0	50,000	850,000	0	0	66,773,947

Managing Department **Facilities Management**

Project Manager **Wesley Everett**

Project Classification **Infrastructure Improvements**

Project Status **Approved**



Project Scope

The project will fund emergency repairs to the Municipal Square as needed to maintain the facility in usable condition until a new facility can be constructed to house the police department. This funding will cover all aspects of maintenance and repairs.

FY2021 - 22

Possible HVAC maintenance requests to assist us until the new PD HQ is completed.

Ongoing project

Project Justification

The current location is inadequate and out dated for the Police Department operations in both size and efficiency. In addition, there are many code, environmental and TAS issues associated with the facility. Also, many of the facilities systems, such as HVAC, plumbing, electrical and elevators are at or nearing the end of their expectant life cycles.

The Police Department is in the process of constructing a new facility for their operations. They must remain in their current location until the new location in completed. Some renovations are needed in order to improve the safety and efficiency of the Department’s operations.

Project History

The original Municipal Square facility is actually composed of 4 different structures covering the entire block bounded by 9th street on the North, Texas Avenue on the East, 10th Street on the South and Avenue J on the West. Most of these structures are dated pre-1960. The current configuration dates to the early 1960's when the City of Lubbock’s main offices were housed in this location. When the Municipal Building (City Hall) was opened around 1984, the Police Department and a few other Departments remained. Over the years, basically the Police and City Prosecutor’s Office are all that remain at this location.

Municipal Square has been renovated several times since the mid 1990’s. Only one area of the facility was renovated at a time to accommodate minimal disruption to Police activities. It is estimated that roughly ½ of the facility has not been renovated as of November 2013. Most areas are outdated, have potential code, environmental and TAS issues. Current lay-outs are inefficient, congested and not very employee/customer friendly.

FY 2015-16, the restrooms on the 1st and 2nd floors were repaired. Also, several areas were converted into office space.

FY 2016-17 - Completed Restroom Repairs, server room back up HVAC system installed, Prosecutor’s area renovated, sewer line over server room repaired/relocated, installed new HVAC unit at old SWAT facility.

FY 2017-18, HVAC controls were replaced in several units as with age, these components fail and are difficult to replace.

FY 2018-19: Security replacement completed.

FY 2019-20: HVAC repairs.

FY 2020-21: Required maintenance as transition was completed to the new Citizen's Tower.

\$300,000 was appropriated in the FY 2014-15 Budget, Ord. No. 2014-00122, October 1, 2014.

\$388,000 was appropriated in the FY 2015-16 Budget, Ord. No. 2015-00094, October 1, 2015.

\$210,000 was appropriated in the FY 2016-17 Budget, Ord. No. 2016-00135, October 1, 2016.

Reduced appropriation by \$331,489 in the FY 2017-18 Budget, Ord. No. 2017-00111, October 1, 2017.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	380,511	0	0	0	0	0	0	380,511
Construction Management Support	56,000	0	0	0	0	0	0	56,000
Design and Engineering	130,000	0	0	0	0	0	0	130,000
Total Project Appropriation	566,511	0	0	0	0	0	0	566,511

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2015 General Fund Cash	300,000	0	0	0	0	0	0	300,000
FY 2016 General Fund Cash	266,511	0	0	0	0	0	0	266,511
Total Funding Sources	566,511	0	0	0	0	0	0	566,511

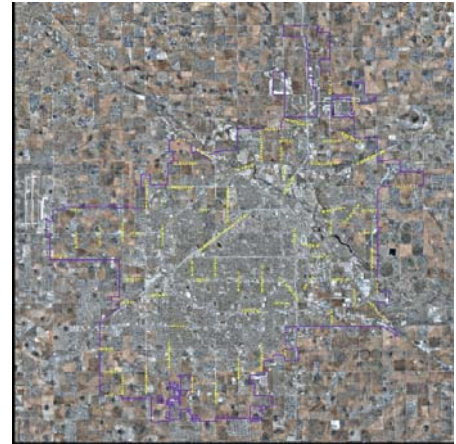
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Maintenance Savings Estimated	1,000	1,000	1,000	1,000	0	0	4,000
Total Operating Budget Impact	1,000	1,000	1,000	1,000	0	0	4,000

Managing Department **Facilities Management**

Project Manager **Wesley Everett**

Project Classification **New Facility**

Project Status **Approved**



Project Scope

The project includes the acquisition of land and construction of a new Police Headquarters facility, Property Warehouse/Crime Lab facility, East Substation facility, North Substation facility, South Substation facility, and a new Municipal Court facility. The project also includes furnishings, design and engineering, and anything else required to complete these facilities.

FY2021-22: Complete construction on PDES, PDNS, PDSS, MC and MPG. Finalize designs, schedule groundbreakings and begin construction on PDHQ and EWCL.

PD Patrol Division Stations

Start Date: 10/01/2017

Bid Date - Design: 02/23/2018

Award Date for Bid - Design: 06/28/2018

Project Start Date - Design: 06/28/2018

Project End Date - Design: 09/16/2019

Bid Date - Construction: 10/29/2019

Award Date for Bid - Construction: 02/12/2019

Project Start Date - Construction: 12/03/2019

Project End Date - Construction: 08/08/2021

Municipal Courts

Start Date: 10/01/2017

Bid Date - Design: 08/16/2018

Award Date for Bid - Design: 04/09/2019

Project Start Date - Design: 04/09/2019

Project End Date - Design: 11/11/2020

Bid Date - Construction: 01/07/2021

Award Date for Bid - Construction: 01/12/2021

Project Start Date - Construction: 02/01/2021

Project End Date - Construction: 02/01/2022

PD Headquarters

Start Date: 10/01/2017

Bid Date - Design: 07/19/2018

Award Date for Bid - Design: 01/10/2019

Project Start Date - Design: 01/10/2019

Project End Date - Design: 02/10/2021

Bid Date - Construction: 04/09/2021

Award Date for Bid - Construction: TBD

Project Start Date - Construction: TBD

Project End Date - Construction: TBD

PD Evidence Warehouse/Crime Lab

Start Date: 10/01/2020

Bid Date - Design: TBD

Award Date for Bid - Design: TBD

Project Start Date - Design: TBD
 Project End Date - Design: TBD
 Bid Date - Construction: TBD
 Award Date for Bid - Construction: TBD
 Project Start Date - Construction: TBD
 Project End Date - Construction: TBD

Project Justification

The current Police location is inadequate and outdated for the Police Department operations in both size and efficiency. In addition, there are many code, environmental and Texas Accessibility Standards (TAS) issues associated with the facility. The current building has outlived its useful life and does not fit the new community policing model of the Lubbock Police Department.

Project History

FY 2017-18: Consultants to be chosen for PD Substations and Evidence Warehouse/Crime Lab.

FY 2018-19: Archaeology survey for East Substation and Crime Lab/Warehouse completed. Procured A/E contracts for PD Substations, PD Headquarters (PDHQ) and Municipal Courts (MC). Procured Construction Manager at Risk (CMAR) for PD Substations. Various studies/surveys for PDHQ and Evidence Warehouse/Crime Lab (EWCL) completed. Various engineering contracts for Evidence Warehouse/Crime Lab completed. Purchased property at 1319 Ave. L, formerly known as Workforce Solutions for renovation into new Municipal Courts facility. Completed a property swap for PD Headquarters site initially located at 901 Ave. K with new property location at 1502 Ave. K. Received property donations for PD South Substation at 140th St. and Indiana Ave. and PD North Substation at Erskine St. & N. Genoa Ave. Procured and completed a Municipal Parking Study for all City departments and entities moving to downtown Citizens Center.

FY 2019-20: Building & site designs for PD East Substation (PDES) at 19th & MLK Blvd.; PD North Substation (PDNS) at Erskine St. & N. Genoa Ave.; PD South Substation (PDSS) at 140th St. & Indiana Ave.; Municipal Courts (MC) at 1214 14th St.; and Municipal Parking Garage (MPG) at 15th St. & Ave. L completed. Procured Construction Manager at Risk (CMAR) contract for the Municipal Courts Facility. Continue and complete building & site designs for PD Headquarters (PDHQ) at 1502 Ave. K and Evidence Warehouse/Crime Lab (EWCL) at 401 N. Ash Ave. Prepare RFP's to procure separate Construction Manager at Risk (CMAR) contracts for PDHQ and EWCL. Groundbreaking and construction commenced on PDES, PDNS, PDSS, MPG and MC.

FY2020-21: Continue construction on PDES, PDNS, PDSS, MC and MPG.

\$10.0 million was appropriated in FY 2017-18 Budget Amendment No. 9, Ord. No. 2018-00031, March 8, 2018.

\$50.0 million was appropriated in the FY 2018-19 Budget, Ord. No. 2018-00109, October 1, 2018.

Reduced appropriation by \$4,118,000 in FY 2019-20, Budget Amendment No. 31, Ord. No. 2020-00105, August 25, 2020.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	45,882,000	0	0	0	0	0	0	45,882,000
Design and Engineering	10,000,000	0	0	0	0	0	0	10,000,000
Total Project Appropriation	55,882,000	0	0	0	0	0	0	55,882,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2018 Tax Supported Revenue CO's	10,000,000	0	0	0	0	0	0	10,000,000
FY 2019 Tax Supported Revenue CO's	45,882,000	0	0	0	0	0	0	45,882,000
Total Funding Sources	55,882,000	0	0	0	0	0	0	55,882,000

Project Name **Public Safety Improvements Project**

Project Number **92551**

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Facilities Maintenance and Custodial	223,300	542,500	765,800	765,800	765,800	765,800	3,829,000
Total Operating Budget Impact	223,300	542,500	765,800	765,800	765,800	765,800	3,829,000

Managing Department **Radio Shop**

Project Manager **James Brown**

Project Classification **Replacement Infrastructure**

Project Status **Approved**



Project Scope

The Zetron fire paging system has been in place 18 to 20 years. It is used for Fire emergency call outs at the Fire Stations. The system puts out ramp up tones and announcements for Fires, Medical Emergencies and other information for fire runs. The system consists of two main consoles and 19 fire stations. In order to be International Organization for Standardization (ISO) compliant this type of system is required.

Start Date:
 Bid Date - Design:
 Award Date for Bid - Design:
 Project Start Date - Design:
 Project End Date - Design:
 Bid Date - Construction:
 Award Date for Bid - Construction:
 Project Start Date - Construction:
 Project End Date - Construction:

Project Justification

The system is 18-20 years old and is at the end of its lifespan. The vendor will not repair the existing equipment so we have to purchase new equipment every time it is needed. Both consoles at fire dispatch are in need of replacement. The new systems have more options for the dispatch center to control.

Project History

\$800,000 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-00129, October 1, 2019.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	800,000	0	0	0	0	0	0	800,000
Total Project Appropriation	800,000	0	0	0	0	0	0	800,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2016 Tax Supported Revenue CO's	714,595	0	0	0	0	0	0	714,595
FY 2020 General Fund Cash	85,405	0	0	0	0	0	0	85,405
Total Funding Sources	800,000	0	0	0	0	0	0	800,000

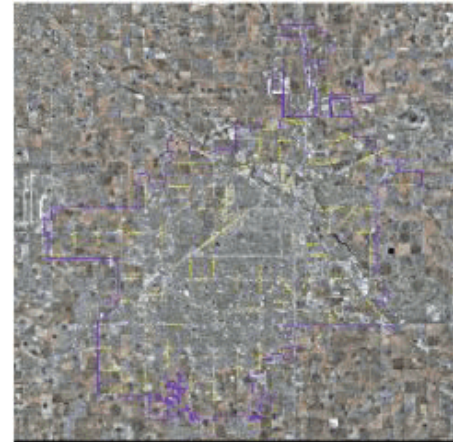
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Emergency Management**

Project Manager **Joe Moudy**

Project Classification **Infrastructure Improvements**

Project Status **Approved**



Project Scope

Purchase, install, test and maintain a citywide outdoor warning siren system to be maintained and used by Public Safety Officials for tornado warnings regarding tornadic activity that constitutes an imminent threat to people in Lubbock, TX.

FY 2021-22: Acquisition of a bucket truck in order to help facilitate maintenance needs.

Project Justification

Tornado sirens can immediately command attention. Tornado sirens are included as part of a multi-layered approach consistent with guidance outlined by Federal Emergency Management guidelines, National Fire Protection Association, lessons learned, and the recommendations of the 2013 Lubbock Emergency Warning Task Force. The City should have the ability to activate all or parts of the siren network. Every aspect of the system (activation, controllers and sirens) should be engineered with back-up power in the event that primary power is lost. The system should be compliant with the Federal Emergency Management Agency’s Integrated Public Alert and Warning System technology.

Project History

\$980,436 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-00123, October 1, 2020.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	980,436	0	0	0	0	0	0	980,436
Total Project Appropriation	980,436	0	0	0	0	0	0	980,436

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2021 General Fund Cash	980,436	0	0	0	0	0	0	980,436
Total Funding Sources	980,436	0	0	0	0	0	0	980,436

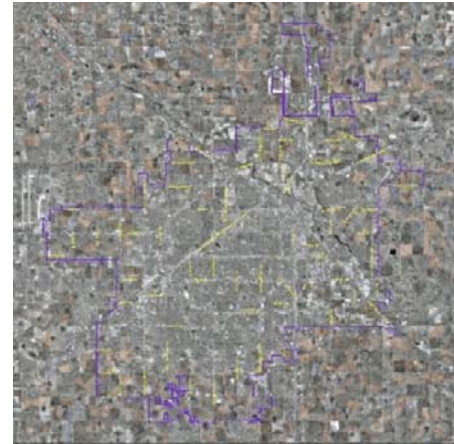
Operating Budget Impact	FY 2021-22	Unappropriated Planning Years					Total Impact
		FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Facilities Maintenance and Custodial	0	100,718	100,718	100,718	100,718	0	402,872
Total Operating Budget Impact	0	100,718	100,718	100,718	100,718	0	402,872

Managing Department **Fire Administration**

Project Manager **Rob Keinast**

Project Classification **New Facility**

Project Status **Approved**



Project Scope

Construction of a multi-company fire station that will serve south Lubbock area residents. The fire station will be located east of the LPD substation at 141st and Indiana. The fire station was approved through Certificate of Obligation Bonds in 2021.

Project Justification

Growth and development require the construction of a fire station in the area to allow the current service level of fire protection services throughout Lubbock.

Project History

\$7,645,000 was appropriated in FY 2020-21, Budget Amendment No. 35, Ord. No. 2020-O0077, July 13, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	7,645,000	0	0	0	0	0	0	7,645,000
Total Project Appropriation	7,645,000	0	0	0	0	0	0	7,645,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2021 Tax Supported Revenue CO's	7,645,000	0	0	0	0	0	0	7,645,000
Total Funding Sources	7,645,000	0	0	0	0	0	0	7,645,000

Operating Budget Impact	FY 2021-22	Unappropriated Planning Years					Total Impact
		FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Fire Administration**

Project Manager **Rob Keinast**

Project Classification **New Facility**

Project Status **Requested**



Project Scope

There is an increasing need for education and live-fire training in conditions that we encounter with increasing frequency. The current facility can only accommodate very small hay fires. The new facility will encompass LPG piping to replicate conditions in multi-story structures, and adjustable floor plans. With the proposed structure, each training scenario can be modified to replicate specific conditions firefighters face. There is an endless amount of possibilities. HazMat and Heavy Rescue can also conduct real-world training scenarios.

The buildings of Lubbock:

- 71,500+ Single Family Residences over 1,000 sqft
- Of those 71,500+ homes 828 are 6000 to over 15,000 sqft
- 3,700+ Duplexes over 1,000 sqft and go all the way up to 9,000 sqft
- 406 Commercial structures in Lubbock over 3+ stories
- Multiple residential structures in Lubbock over 2+ stories

Fire training must not only continue throughout a firefighter’s career, but it must also include up-to-date innovations and/or techniques as they are introduced into the fire service. LFR training division should then explain in detail how these new developments improve on old techniques or methods. We as a Training Division cannot ignore the lack of training available using the current facilities. LFR must be able to provide suitable training to prepare firefighters for present-day fire conditions in a structure. All members who engage in emergency operations shall be trained commensurate with their duties and responsibilities. The Fire Department should provide sufficient resources and adequate opportunities to complete such training.

The project can be outlined as a multi-year project as follows:

- FY 2021-22 - Secure Funding
- FY 2022-23 - Secure Funding
- FY 2023-24 - Engineering and Design
- FY 2024-25 - Bid and construction
- FY 2025-26 - Complete construction

Project Justification

This project aligns with the City Council's priority to address Public Safety. The citizens stand to secure improved services and operational efficiency through enhanced training practices afforded to personnel.

Current facility does not meet current educational and psychomotor training needs:

Current training prop is 900 sq. ft.

We are only able to train our members to a very basic level of firefighting

The original roof was a wooden deck with composite shingles that had louvers cut for vertical ventilation training. Over many years of burns the roof had deteriorated to the point that it was unsafe. The roof was replaced with a standing seam metal roof that is not designed for vertical ventilation training.

We have no way to simulate fires on elevated floors

We are unable to practice any type of ventilation training that represents modern sealed homes because of the design and lack of the ability to seal up our current burn house.

Due to development in Lubbock, buildings require more advanced skills and training

We need a burn prop with changeable floor to simulate fire incidents that we respond to at an increasing rate

New-internal design can be changed for multiple floor plans that offer multiple scenarios

New-internal design will allow LFR to mimic apartment and hotel fires that we cannot simulate now

Will allow the current specialty teams on LFR to utilize the structure for hands on training in their specialty disciplines

Project History

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Appropriation
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activites	0	0	0	50,000	850,000	0	0	900,000
Total Project Appropriation	0	0	0	50,000	850,000	0	0	900,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2024 General Fund Cash	0	0	0	50,000	0	0	0	50,000
FY 2025 General Fund Cash	0	0	0	0	850,000	0	0	850,000
Total Funding Sources	0	0	0	50,000	850,000	0	0	900,000

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	5,000	5,000	10,000
Total Operating Budget Impact	0	0	0	0	5,000	5,000	10,000



Public Works

Appropriation Summary

	Project Name	Appropriation to Date	Unappropriated Planning Years						Total Appropriation
			FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
8637	Abernathy Landfill - Gate House Renovations	170,000	7,400	0	0	0	0	0	177,400
8647	Outer Route (Loop 88) Segments 1 & 2	609,700	0	0	0	0	0	0	609,700
8652	Upgrade Traffic Signal at 4th Street & Indiana Ave	13,188	0	0	0	0	0	0	13,188
8658	Downtown On Street Parking Conversion	75,000	0	0	0	0	0	0	75,000
8659	Downtown One Way to Two Way Street Conversion	400,000	400,000	0	0	0	0	0	800,000
92349	Communications System Expansion	1,050,000	0	0	0	0	0	0	1,050,000
92435	Street Maintenance Program	34,944,470	0	0	0	0	0	0	34,944,470
92516	Transportation Improvements/Unimproved Roads	2,300,000	0	0	0	400,000	400,000	400,000	3,500,000
92557	Landfill 69 Gas Collection System Replacement	344,730	0	0	0	0	0	0	344,730
92558	Landfill 69 Groundwater Remediation	500,000	375,000	0	0	0	0	0	875,000
92569	Backup Power at Signalized Intersections	200,000	100,000	100,000	100,000	100,000	100,000	100,000	800,000
92570	American Disability Act Ramp and Sidewalk Project	525,000	250,000	250,000	250,000	250,000	250,000	250,000	2,025,000
92649	Upland Avenue from 82nd Street to 98th Street	750,000	1,000,000	2,450,000	0	0	0	0	4,200,000
92651	Wausau Avenue from MSF to 82nd St.	950,594	0	0	0	0	0	0	950,594
92652	Solid Waste Vehicle Replacement FY 2019-20	2,985,000	0	0	0	0	0	0	2,985,000
92669	114th Street - Slide Road to Quaker Avenue	8,500,000	0	0	0	0	0	0	8,500,000
92697	Street Maintenance 2021	10,855,015	11,000,000	12,000,000	13,000,000	14,000,000	15,000,000	0	75,855,015
92698	Transfer Station	230,000	1,275,000	17,195,000	0	0	0	0	18,700,000
92712	Transportation Improvements/Unpaved Roads	9,000,000	0	0	0	0	0	0	9,000,000
92713	Erskine Street	11,300,000	0	0	0	0	0	0	11,300,000
92737	114th Street - Quaker Avenue to Indiana Avenue	0	3,000,000	0	0	0	0	0	3,000,000
92738	Pedestrian and Cyclist Enhancements	0	160,000	160,000	160,000	0	0	0	480,000
92739	Iola Avenue From 122nd St. to FM 1585	0	75,000	900,000	0	0	0	0	975,000
92740	Canyon Lakes Connectivity	0	75,000	75,000	75,000	0	0	0	225,000
92741	Fiber Optic Expansion Continuation	0	50,000	50,000	50,000	75,000	75,000	0	300,000
92742	Traffic Signal FY21-22 through FY25-26	0	350,000	350,000	350,000	350,000	350,000	0	1,750,000
2015063	Closure of Cell VI at 69 Landfill	0	0	1,000,000	0	0	0	0	1,000,000
2017063	Traffic Operations Facility Renovations	0	0	495,750	0	0	0	0	495,750
Total	Public Works	85,702,697	18,117,400	35,025,750	13,985,000	15,175,000	16,175,000	750,000	184,930,847

Public Works

Funding Summary

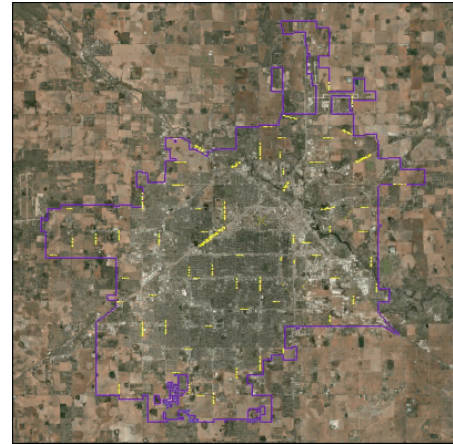
Funding Source	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Capital Project Fund	0	482,821	0	0	0	0	0	482,821
Developer Participation	356,187	0	0	0	0	0	0	356,187
FY 2009 General Obligation Bonds	46,662	0	0	0	0	0	0	46,662
FY 2009 Tax Supported Revenue CO's	400,000	0	0	0	0	0	0	400,000
FY 2011 Tax Supported Revenue CO's	120,269	0	0	0	0	0	0	120,269
FY 2013 General Obligation Bonds	2,012,007	0	0	0	0	0	0	2,012,007
FY 2014 Tax Supported Revenue CO's	350,025	0	0	0	0	0	0	350,025
FY 2015 Tax Supported Revenue CO's	888,572	0	0	0	0	0	0	888,572
FY 2016 7-Year Solid Waste Revenue CO's	344,730	0	0	0	0	0	0	344,730
FY 2016 General Fund Cash	1,942,452	0	0	0	0	0	0	1,942,452
FY 2016 Solid Waste Revenue CO's	2,970,358	0	0	0	0	0	0	2,970,358
FY 2016 Tax Supported Revenue CO's	350,000	0	0	0	0	0	0	350,000
FY 2017 7-Year Tax Revenue CO's	4,779,743	0	0	0	0	0	0	4,779,743
FY 2017 General Fund Cash	2,604,608	0	0	0	0	0	0	2,604,608
FY 2017 Solid Waste Cash	500,000	0	0	0	0	0	0	500,000
FY 2017 Tax Supported Revenue CO's	496,030	0	0	0	0	0	0	496,030
FY 2018 General Fund Cash	6,861,428	0	0	0	0	0	0	6,861,428
FY 2019 General Fund Cash	8,822,534	0	0	0	0	0	0	8,822,534
FY 2020 General Fund Cash	10,840,601	0	0	0	0	0	0	10,840,601
FY 2021 General Fund Cash	11,905,000	0	0	0	0	0	0	11,905,000
FY 2021 Tax Supported Revenue CO's	27,703,970	0	0	0	0	0	0	27,703,970
FY 2022 General Fund Cash	0	14,634,579	0	0	0	0	0	14,634,579
FY 2022 Tax Supported Revenue CO's	0	3,000,000	0	0	0	0	0	3,000,000
FY 2023 General Fund Cash	0	0	17,830,750	0	0	0	0	17,830,750
FY 2023 Tax Supported Revenue CO's	0	0	17,195,000	0	0	0	0	17,195,000
FY 2024 General Fund Cash	0	0	0	13,985,000	0	0	0	13,985,000
FY 2025 General Fund Cash	0	0	0	0	15,175,000	0	0	15,175,000
FY 2026 General Fund Cash	0	0	0	0	0	16,175,000	0	16,175,000
FY 2027 General Fund Cash	0	0	0	0	0	0	750,000	750,000
Lubbock County Proceeds	685,627	0	0	0	0	0	0	685,627
Public Works Capital Project Fund	64,252	0	0	0	0	0	0	64,252
School District Cash Donation	230,868	0	0	0	0	0	0	230,868
Street Capital Project Fund	12,992	0	0	0	0	0	0	12,992
Texas Tech University Funding	13,188	0	0	0	0	0	0	13,188
Westwind Realty, L.P. Funding	400,594	0	0	0	0	0	0	400,594
Total Public Works	85,702,697	18,117,400	35,025,750	13,985,000	15,175,000	16,175,000	750,000	184,930,847

Managing Department **Facilities Management**

Project Manager **Wesley Everett**

Project Classification **Upgrade/Major Maintenance**

Project Status **Approved**



Project Scope

Reseal all masonry joints around doors, windows, skylights, site joints and penetrations. Replace 15 windows and frames. Apply elastomeric coating to plaster walls. Interior renovations as required.

FY2021 - 22

Bid out completed plans and start weatherproofing project on facility.

Start Date: 1/2019

Bid Date - Design: N/A

Award Date for Bid - Design: N/A

Project Start Date - Design: N/A

Project End Date - Design: 8/28/2020

Bid Date - Construction: 7/1/2021

Award Date for Bid - Construction: 08/31/2021

Project Start Date - Construction: 09/13/2021

Project End Date - Construction: 12/31/2021

Project Justification

Current Facility has many leaks that will damage the facility if not addressed.

Project History

The gate house is used to weigh the amount of waste entering into the landfill. This facility was constructed several years ago and due to sub-quality installation, the facility has degraded especially during wet weather.

FY 2018-19: Finalize scope to develop plans and specifications for weatherproofing and interior renovations.

FY 2019-20: Plans and specifications complete to weatherproof facility. Ready to bid. No capital spent due to COVID-19 spending restrictions.

FY2020-21

Bid out project and began repairs.

FY2021-22

Completed Project

\$120,000 was appropriated in the FY 2018-19 Budget, Ord. No. 2018-O0109, October 1, 2018.

\$50,000 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-O0129, October 1, 2019.

\$7,400 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-O0126, October 1, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	160,000	6,400	0	0	0	0	0	166,400
Design and Engineering	10,000	1,000	0	0	0	0	0	11,000
Total Project Appropriation	170,000	7,400	0	0	0	0	0	177,400

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2019 General Fund Cash	55,748	0	0	0	0	0	0	55,748
FY 2020 General Fund Cash	50,000	0	0	0	0	0	0	50,000
FY 2022 General Fund Cash	0	7,400	0	0	0	0	0	7,400
Public Works Capital Project Fund	64,252	0	0	0	0	0	0	64,252
Total Funding Sources	170,000	7,400	0	0	0	0	0	177,400

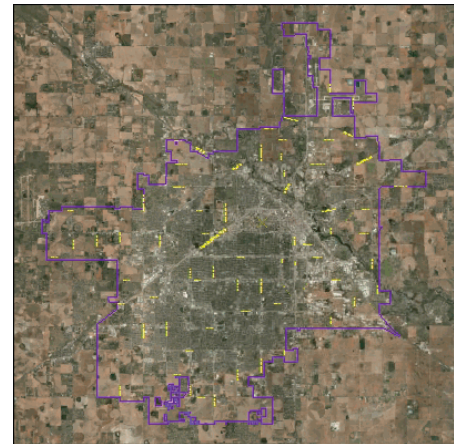
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Maintenance Savings Estimated	750	750	750	750	750	0	3,750
Total Operating Budget Impact	750	750	750	750	750	0	3,750

Managing Department **Engineering**

Project Manager **Josh Kristinek**

Project Classification **New Roadways**

Project Status **Approved**



Project Scope

Texas Department of Transportation (TxDOT) is completing the Outer Route Study and is expected to begin Right-Of-Way Acquisition in 2020 for Segments 1 & 2. The Local Government participation in the ROW and Utility Relocation is statutorily 10% of the acquisition and construction costs. TxDOT has estimated the City of Lubbock’s portion to be \$609,700 for Segments 1 and 2.

Project Justification

The Texas Department of Transportation (TxDOT) Lubbock Outer Route Study is competing the second phase known as the Lubbock Outer Route Feasibility Study. The Study was initiated to determine the feasibility of an outer route around south and west Lubbock from US 84 northwest of Lubbock to US 82 southeast of Lubbock. In response to the expansion of development and projected future growth in western and southern Lubbock County, TxDOT initiated a transportation planning study. Phase one of the study has proven the need for additional infrastructure to support the growth. Phase two of the study will provide the most effective route for the proposed highway. Environmental clearance for Segments 1 and 2 is expected to be granted in January 2020 and ROW acquisition and utility relocation will begin after environmental clearance is granted.

Project History

The City of Lubbock has appropriated \$7,250,000 in the FY 2017-2018 Budget, Ordinance No. 2017-00111, October 1, 2017 for the Right-Of-Way and Utility Adjustments for Segment 3 in Capital Improvement Project number 8621.

\$309,700 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-00129, October 1, 2019.

\$300,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-00123, October 1, 2020.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Design and Engineering	609,700	0	0	0	0	0	0	609,700
Total Project Appropriation	609,700	0	0	0	0	0	0	609,700

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2020 General Fund Cash	309,700	0	0	0	0	0	0	309,700
FY 2021 General Fund Cash	300,000	0	0	0	0	0	0	300,000
Total Funding Sources	609,700	0	0	0	0	0	0	609,700

Project Name **Outer Route (Loop 88) Segments 1 & 2**

Project Number **8647**

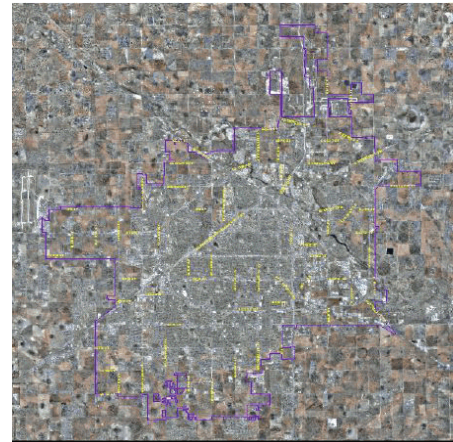
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Traffic Operations**

Project Manager **Sharmon Owens**

Project Classification **Upgrade/Major Maintenance**

Project Status **Approved**



Project Scope

Furnish and install equipment necessary to upgrade the traffic signal at 4th Street & Indiana to handle dual turn lanes for northbound.

Start Date: 5/2020
 Bid Date - Design: N/A
 Award Date for Bid - Design: N/A
 Project Start Date - Design: N/A
 Project End Date - Design: N/A
 Bid Date - Construction: N/A
 Award Date for Bid - Construction: N/A
 Project Start Date - Construction: N/A
 Project End Date - Construction: 4/1/2021

Project Justification

The purpose of this project is to provide for all equipment and labor necessary to upgrade modify the traffic signal at 4th Street & Indiana to a northbound dual left turn lane configuration. The City will purchase and install the traffic signal equipment, and Texas Tech will reimburse all costs associated with the purchase and installation. Note that this project does not include modifications to the existing median or work on the roadway itself. These changes will be completed by Texas Tech.

Project History

FY 2020-21 funding was utilized to upgrade the signal at 4th Street and Indiana Avenue to a northbound dual left turn.

\$13,188 was appropriated in FY 2019-20, Budget Amendment No. 11, Ord. No. 2020-O0001, May 12, 2020.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	13,188	0	0	0	0	0	0	13,188
Total Project Appropriation	13,188	0	0	0	0	0	0	13,188

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Texas Tech University Funding	13,188	0	0	0	0	0	0	13,188
Total Funding Sources	13,188	0	0	0	0	0	0	13,188

Project Name **Upgrade Traffic Signal at 4th Street & Indiana Ave**

Project Number **8652**

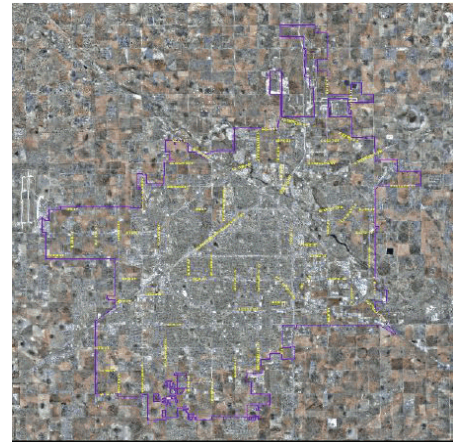
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Traffic Operations**

Project Manager **David Bragg**

Project Classification **Infrastructure Improvements**

Project Status **Approved**



Project Scope

As growth continues throughout all parts of Downtown Lubbock, there is a need to convert all existing angle, on-street parking spaces to parallel spaces. In 2017, Traffic Operations converted angle on-street parking spaces on 13th Street adjacent to City Hall to parallel spots with great success. The conversion made it easier for vehicles parked to see vehicles travelling down 13th Street, therefore making it safer for parked vehicles to exit their spot. Due to the success of this area, Traffic Operations would like to bring parking spot design consistency to all of Downtown. The project will convert about 1,400 angle parking spots to around 800 parallel parking spots on streets throughout Downtown Lubbock.

Start Date: 10/2021
 Bid Date - Design: N/A
 Award Date for Bid - Design: N/A
 Project Start Date - Design: N/A
 Project End Date - Design: N/A
 Bid Date - Construction: N/A
 Award Date for Bid - Construction: N/A
 Project Start Date - Construction: N/A
 Project End Date - Construction: 6/2022

Project Justification

In order to accomplish this project, existing parking striping and adjacent median marking will need to be removed by contractor(s), new markings will be added by Traffic Operations to identify parking spots, existing parking signage will need to be altered in some places by Traffic Operations, and markings for handicap parking spots will be applied by Traffic Operations in some locations.

This project will require that parking spots will be unusable while existing markings are removed. This process is fast (minutes for each spot) and should not negatively affect access to buildings in Downtown. The portions of the project to be completed by Traffic Operations are expected to last 3-4 weeks while the expected amount of contractor work for striping removal is expected to be an additional 3-4 weeks. Traffic Operations is waiting for recommendations from an outside consultant before beginning this project.

Project History

\$75,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-00123, October 1, 2020.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	75,000	0	0	0	0	0	0	75,000
Total Project Appropriation	75,000	0	0	0	0	0	0	75,000

Project Name **Downtown On Street Parking Conversion**

Project Number **8658**

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2021 General Fund Cash	75,000	0	0	0	0	0	0	75,000
Total Funding Sources	75,000	0	0	0	0	0	0	75,000

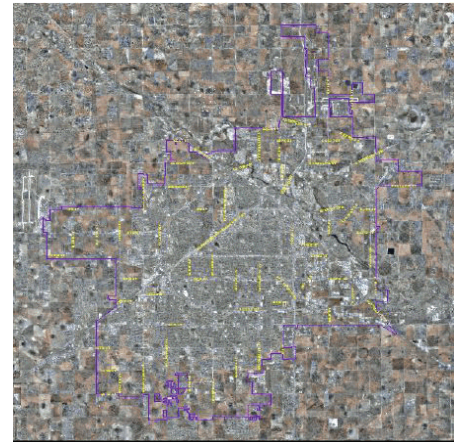
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Traffic Operations**

Project Manager **David Bragg**

Project Classification **Upgrade/Major Maintenance**

Project Status **Approved**



Project Scope

This project will convert Avenue K, Avenue L, and Avenue M in the downtown area from one way to two way streets. In order to accomplish the conversion of all one way streets in Downtown Lubbock, the following tasks will need to be completed: eliminate existing markings, remove one way and do not enter signage, install new lane markings upgrade 7 traffic signals on Broadway Street and Main Street, modify the shape of some existing medians, as well as coordinate the upgrade of four traffic signals on 19th Street with the Texas Department of Transportation. In order to accomplish these goals small closures will be necessary throughout the entirety of the project but access will still be maintained to all adjacent buildings. This project will take around six months to complete due to the traffic signal work.

Start Date: 10/1/2020
Bid Date - Design: N/A
Award Date for Bid - Design: N/A
Project Start Date - Design: N/A
Project End Date - Design: N/A
Bid Date - Construction: N/A
Award Date for Bid - Construction: N/A
Project Start Date - Construction: N/A
Project End Date - Construction: 4/30/2022

Project Justification

As growth continues throughout all parts of Downtown Lubbock, the Traffic Operations Department has determined that the conversion of existing one way streets within the limits of Downtown Lubbock is necessary for a variety of reasons. Currently Avenue K and Avenue L are one way in Downtown from 8th Street to 19th Street, and Avenue M is one way from 10th Street to Broadway Street.

Converting each of these streets to two way traffic will help Downtown Lubbock be less confusing and intimidating to drivers that don't frequent the area, thereby making it more inviting for all visitors. Often driver confusion translates into unsafe behavior as drivers go the wrong direction on the existing one way streets. This creates hazardous situations for both vehicular and pedestrian traffic. By enhancing the safety and ease of driving in Downtown Lubbock the project will address three City Council Priorities: Public Safety, Growth and Development, as well as Economic Development and Redevelopment.

Project History

FY 2020-21 funding was utilized to convert Avenue K, L, and M to two way streets downtown. This work included signal upgrades at Broadway & Avenue K, Broadway & Avenue L, Broadway & Avenue M, and 19th Street & Avenue K; modifications to the street illumination near 8th Street and Avenue L; barriers installed diverting SB Avenue L traffic to the two way portion of Avenue K near 8th Street; removal of striping along Avenue K, Avenue L, and Avenue M; and installing two way striping along each of those street segments.

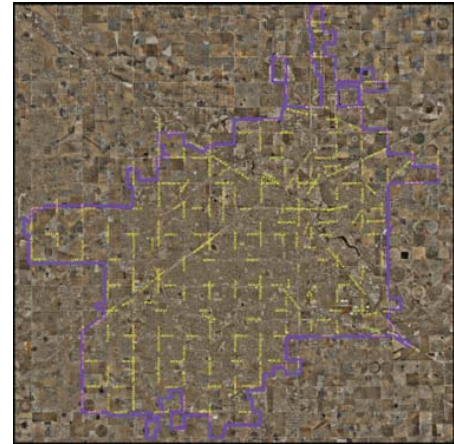
\$400,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-00123, October 1, 2020.
\$400,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	400,000	400,000	0	0	0	0	0	800,000
Total Project Appropriation	400,000	400,000	0	0	0	0	0	800,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2021 General Fund Cash	400,000	0	0	0	0	0	0	400,000
FY 2022 General Fund Cash	0	400,000	0	0	0	0	0	400,000
Total Funding Sources	400,000	400,000	0	0	0	0	0	800,000

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

<i>Managing Department</i>	Traffic Operations
<i>Project Manager</i>	David Bragg
<i>Project Classification</i>	Infrastructure Improvements
<i>Project Status</i>	Approved

*Project Scope*

Expand the fiber communications for approximately 40 miles, and improve detection at 96 signalized intersections over 8 years. The extension of the fiber communications will provide bandwidth for other city department facilities.

Start Date: 10/1/2015

Bid Date - Design: N/A

Award Date for Bid - Design: N/A

Project Start Date - Design: N/A

Project End Date - Design: N/A

Bid Date - Construction: N/A

Award Date for Bid - Construction: N/A

Project Start Date - Construction: N/A

Project End Date - Construction: 9/30/2021

Project Justification

Fiber optic cable infrastructure needs to be expanded to traffic signal and school zone equipment that currently utilize 900 MHz radio and Pager technology. Sixty traffic signals on the wireless radio system have limited bandwidth. To increase traffic management capabilities such as viewing video at the Traffic Management Center (TMC) from major arterial intersections, more bandwidth is needed. Traffic Engineering is currently installing fiber optic cable to 140 signalized intersections in capital improvement project Traffic Signal Upgrades; however, the goal is to cover the city with fiber optic cable that is available to all city departments.

The school zone system currently uses legacy pager communications, which is no longer available after May of 2013. Spare 900 MHz radios will keep communications to the school zone system until fiber optic cable is available to connect the school zone equipment. Fiber optic cable is the ultimate plan for sixty-six school zone locations.

Vehicle detection equipment for traffic signals is currently a mix of in-pavement loop detection, video detection and radar.

In-pavement loop detection installation is time consuming and requires barricading the roadway. The roadway cuts can create failures in the pavement and are limited to "presence detection" only. The city has begun to use video detection to keep roadways sound. However, video detection has issues with sun glare, weather (fog and snow), and dirty lenses which create false calls or drop calls altogether. The cameras can also be moved by wind which requires a technician visit to the intersection. Radar detection is immune to most of these issues; therefore, drivers should experience less delay and efficiency should increase throughout the signalized traffic system.

Fiber will be installed at a rate of 5 miles per year at a cost of approximately \$34,000 per mile, for a total of \$1,360,000 over an 8 year period. Radar detection will be installed at a rate of 12 intersections per year at a cost of approximately \$15,000 per intersection, for a total of \$1,440,000 over an 8 year period. The funding requested is \$350,000 per year for 8 years with a total cost of \$2.8 million.

Project History

FY 2014-15 funding was utilized to install fiber optic cable along 82nd Street (Iola Avenue to University Avenue) and install fiber optic cable to three Water Department pump stations.

FY 2015-16 funding was utilized to install fiber optic cable along 4th Street (Slide Road to Quaker Avenue), Slide Road (4th Street to 13th Street and 34th Street to 42nd Street), 98th Street (Memphis Avenue to Indiana), and Quaker Avenue (4th Street to 19th Street and 82nd Street to FM 1585).

FY 2016-17 funding was utilized to Install fiber optic cable along 34th Street (Marsha Sharp Freeway to Frankford Avenue), 19th Street (Slide Road to Frankford Avenue), 4th Street (Slide Road to Flint Avenue), Avenue Q (34th Street to 44th Street), one Water Department pump station, three fire stations, LP&L’s Brandon substation, and the Groves Library.

FY 2017-18 funding was utilized to install fiber optic cable along Frankford Avenue (82nd Street to 98th Street), 98th Street (Frankford Avenue to Quaker Avenue), Quaker Avenue (93rd Street to 130th Street), Indiana Avenue (108th Street to 122nd Street), 114th Street (Indiana Avenue to University Avenue), University Avenue (82nd Street to 114th Street), from N. Loop 289 & Quaker Avenue to the Water Reclamation Plant at Clovis Highway & Slide Road, pump station 16, the Adult Activities Center on 19th Street, and various buildings at Clapp Park.

FY 2018-19 funding was utilized to install fiber optic cable on 98th Street (University to I-27), MLK (Itasca to Zenith), East 1st Street (MLK to Zenith), East 4th Street (MLK to Idalout Highway), Marsha Sharp Freeway (Brandon Plant to 9th Street, East 50th Street (Fire Station #10), and to Citizens Tower from Municipal Square. The project was also utilized to fund an upgraded school zone system City-wide.

FY 2019-20 funding was utilized to install fiber optic cable downtown from Municipal Square to Citizens Tower, the Maggie Trejo Community Center, Fire Station #5 (East Broadway), Fire Station #13 (Erskine), Cemetery, Police Special Operations Building, Radio Shop, and Erskine Street from Frankford Avenue to Slide Road, Frankford from Erskine Street to W. Loop 289. The project was also utilized to upgrade school zone systems City-wide.

FY2020-21 funding was utilized to upgrade the school zone system communication to 4G, install fiber to the radio shop's east tower, new police substations, new elevated storage tanks, and various traffic signals around the City.

\$350,000 was appropriated in the FY 2013-14 Budget, Ord. No. 2013-00087, October 1, 2013.

\$350,000 was appropriated in the FY 2014-15 Budget, Ord. No. 2014-00122, October 1, 2014.

\$350,000 was appropriated in the FY 2015-16 Budget, Ord. No. 2015-00094, October 1, 2015.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	1,050,000	0	0	0	0	0	0	1,050,000
Total Project Appropriation	1,050,000	0	0	0	0	0	0	1,050,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2014 Tax Supported Revenue CO's	350,000	0	0	0	0	0	0	350,000
FY 2015 Tax Supported Revenue CO's	350,000	0	0	0	0	0	0	350,000
FY 2016 Tax Supported Revenue CO's	350,000	0	0	0	0	0	0	350,000
Total Funding Sources	1,050,000	0	0	0	0	0	0	1,050,000

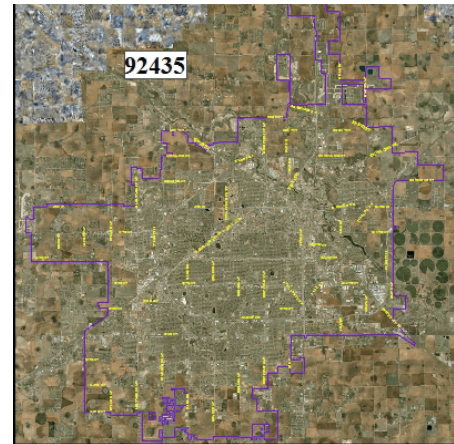
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Streets**

Project Manager **Mike Gilliland**

Project Classification **Upgrade/Major Maintenance**

Project Status **Approved**



Project Scope

Micro-surfacing, asphalt rejuvenation, asphalt milling, asphalt milling and overlay, full or partial depth pavement repair, total reconstruction, patching, crack sealing, concrete joint sealing, and brick street repair.

Project Justification

The project is a preventive maintenance program to help preserve and maintain our street infrastructure. The maintenance program is an essential tool to help extend the useful life of the pavement. Used early in a pavement's life, preventative maintenance corrects small problems before they become big problems, saves money, and improves safety and rideability. At some point, all roads require total rehabilitation as they near the end of their useful life. Total rehabilitation is completed when funding is available.

Project History

\$7.0 million was appropriated in the FY 2016-17 Budget, Ord. No. 2016-O0135, October 1, 2016.
 \$1,942,452 was appropriated in Budget Amendment No. 36, Ord. No. 2017-O0103, September 14, 2017.
 \$7.0 million was appropriated in the FY 2017-18 Budget, Ord. No. 2017-O0111, October 1, 2017.
 \$230,868 was appropriated in Budget Amendment No. 24, Ord. No. 2018-O0101, September 13, 2018.
 \$8.5 million was appropriated in the FY 2018-19 Budget, Ord. No. 2018-O0109, October 1, 2018.
 \$1,041,814 was appropriated in Budget Amendment No. 23, Ord. No. 2019-O0108, August 27, 2019.
 \$10.0 million was appropriated in the FY 2019-20 Budget, Ord. No. 2019-O0129, October 1, 2019.
 \$384,351 was appropriated in FY 2019-20, BCR# 1920-5, March 10, 2020.
 Reduced appropriation by \$1,155,015 in FY 2020-21, BCR# 2021-09, April 23, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	34,944,470	0	0	0	0	0	0	34,944,470
Total Project Appropriation	34,944,470	0	0	0	0	0	0	34,944,470

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Developer Participation	356,187	0	0	0	0	0	0	356,187
FY 2009 General Obligation Bonds	46,662	0	0	0	0	0	0	46,662
FY 2011 Tax Supported Revenue CO's	86,527	0	0	0	0	0	0	86,527
FY 2015 Tax Supported Revenue CO's	538,572	0	0	0	0	0	0	538,572
FY 2016 General Fund Cash	1,942,452	0	0	0	0	0	0	1,942,452
FY 2017 7-Year Tax Revenue CO's	4,779,743	0	0	0	0	0	0	4,779,743
FY 2017 General Fund Cash	2,604,608	0	0	0	0	0	0	2,604,608
FY 2018 General Fund Cash	6,461,428	0	0	0	0	0	0	6,461,428
FY 2019 General Fund Cash	8,366,811	0	0	0	0	0	0	8,366,811
FY 2020 General Fund Cash	8,844,985	0	0	0	0	0	0	8,844,985
FY 2021 General Fund Cash	0	0	0	0	0	0	0	0
FY 2022 General Fund Cash	0	0	0	0	0	0	0	0
FY 2023 General Fund Cash	0	0	0	0	0	0	0	0
FY 2024 General Fund Cash	0	0	0	0	0	0	0	0
FY 2025 General Fund Cash	0	0	0	0	0	0	0	0
Lubbock County Proceeds	685,627	0	0	0	0	0	0	685,627
School District Cash Donation	230,868	0	0	0	0	0	0	230,868
Total Funding Sources	34,944,470	0	0	0	0	0	0	34,944,470

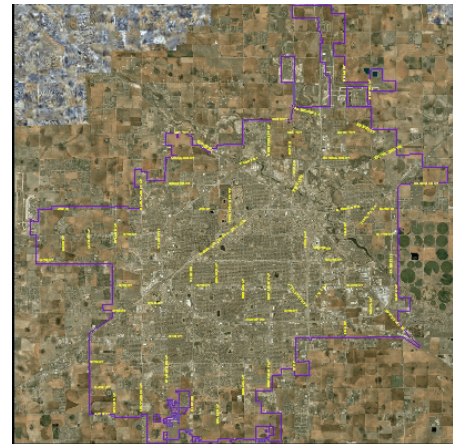
Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Maintenance Savings Estimated	85,000	100,000	115,000	0	0	0	300,000
Total Operating Budget Impact	85,000	100,000	115,000	0	0	0	300,000

Managing Department **Engineering**

Project Manager **Josh Kristinek**

Project Classification **Infrastructure Improvements**

Project Status **Approved**



Project Scope

This project will fund the paving and improvement of existing local residential and collector gravel roads in existing subdivisions where the roads were never improved by the developer. This project will fund the design and construction of various inadequate transportation elements within these areas of the City including unimproved roadway surfaces, unsafe roadway widths, drainage improvements, street lighting, and ADA compliance.

Start Date - In House Design: 6/11/2020
 Project End Date - Design: 2/1/2021
 Bid Date - Construction: 3/30/2021
 Award Date for Bid - Construction: 5/11/2021
 Project Start Date - Construction: 6/11/2021
 Project End Date - Construction: 12/11/2021

Project Justification

Areas of the City of Lubbock have existing local residential roadways that are gravel and not improved with a paved surface. These roadways were part of developments where the roads were never improved by the developer. These roadways do not meet the City’s Standard Specification and this project will help improve mobility and safety in these residential areas.

Project History

Phase 1 including North Avenue P, Avenue N, Wabash and North Guava has been completed. Phase 2 in-house design has been completed and includes Ute Avenue, 16th and 17th Streets, Beech, Avenue F, 124th Street and Salem Avenue. Construction for Phase 2 began in March 2020 and was completed in November 2020. Phase 3 constructed expected to start in May 2021 and is estimated to end December 2021. Phase 4 in – house design will include 6th, 8th, Hall, Ave, and Marlboro Ave.

\$400,000 was appropriated in the FY 2017-18 Budget, Ord. No. 2017-00111, October 1, 2017.
 \$400,000 was appropriated in the FY 2018-19 Budget, Ord. No. 2018-00109, October 1, 2018.
 \$400,000 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-00129, October 1, 2019.
 \$800,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-00123, October 1, 2020.
 \$300,000 was appropriated in FY 2020-21, BCR# 2021-13, May 17, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	2,300,000	0	0	0	400,000	400,000	400,000	3,500,000
Total Project Appropriation	2,300,000	0	0	0	400,000	400,000	400,000	3,500,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2009 Tax Supported Revenue CO's	400,000	0	0	0	0	0	0	400,000
FY 2013 General Obligation Bonds	400,000	0	0	0	0	0	0	400,000
FY 2018 General Fund Cash	400,000	0	0	0	0	0	0	400,000
FY 2020 General Fund Cash	300,000	0	0	0	0	0	0	300,000
FY 2021 General Fund Cash	800,000	0	0	0	0	0	0	800,000
FY 2025 General Fund Cash	0	0	0	0	400,000	0	0	400,000
FY 2026 General Fund Cash	0	0	0	0	0	400,000	0	400,000
FY 2027 General Fund Cash	0	0	0	0	0	0	400,000	400,000
Total Funding Sources	2,300,000	0	0	0	400,000	400,000	400,000	3,500,000

Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Solid Waste Disposal**

Project Manager **Brenda Haney**

Project Classification **Upgrade/Major Maintenance**

Project Status **Approved**



Project Scope

The methane gas lines that collect gas from the eastern portion of the landfill will be excavated and either replaced or regraded to ensure maximum methane gas flow to the flare.

The gas collection system is currently being evaluated to define the exact locations of gas lines that need to be repaired or replaced. Additionally, work will be conducted on the existing gas flare to ensure that it is properly operating.

Current efforts are in progress to repair and balance the existing gas well field. Work to evaluate the viability of a new flare system will begin in FY2021.

Project Justification

The methane gas collection system was required to be installed at the Caliche Canyon Landfill 14 years ago. Over time buried waste subsides and shifts under the landfill cap. The methane gas collection lines are made of HDPE plastic pipe and have settled inhibiting the methane gas to properly flow to the flare.

The proper removal and flaring of methane gas is also essential in reducing groundwater contamination at the site.

Project History

FY 2015-16 funding was utilized to begin the assessment of the current gas lines and flow.

\$344,730 was appropriated on 4/25/18 per Management. Funding comes from original Capital Project number 92422.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	344,730	0	0	0	0	0	0	344,730
Total Project Appropriation	344,730	0	0	0	0	0	0	344,730

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2016 7-Year Solid Waste Revenue CO's	344,730	0	0	0	0	0	0	344,730
Total Funding Sources	344,730	0	0	0	0	0	0	344,730

Project Name **Landfill 69 Gas Collection System Replacement**

Project Number **92557**

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Maintenance Savings Estimated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Solid Waste Disposal**

Project Manager **Brenda Haney**

Project Classification **Infrastructure Improvements**

Project Status **Approved**



Project Scope

The TCEQ has approved a soil vapor extraction pilot study for one year. The gas collection system was modified to perform the pilot study. The pilot study failed to produce the desired results, we will move into the next phase of the project. The consultant has suggested an alternative treatment option of air sparging that will be analyzed for effectiveness through a pilot project.

Materials have been purchased and partially installed for the pilot project. The rest of the installation is in progress. The pilot project will be implemented and evaluated for effectiveness. The engineers will review the data and prepare the required reports for the TCEQ. If the pilot is successful and approved by the TCEQ, the project will be implemented on a full scale.

This work is on-going and in a pilot phase. If the pilot is successful and full scale operation is approved installation will follow. Pilot is expected to last an additional 12 months.

Project Justification

The Texas Commission on Environmental Quality (TCEQ) has approved the groundwater and gas remediation actions in place at the facility with the stipulation that if groundwater does not continue to meet State requirements other actions will need to be taken to meet compliance. Meeting compliance requires a different method of treating the groundwater, such as pump and treat, which involves the installation of air stripper wells at this facility, or additional gas wells. The number of required wells for the project depends on groundwater analysis at that time.

Project History

\$500,000 was appropriated on 4/25/18 per Management. Funding comes from original Capital Project number 92440. \$375,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	0	375,000	0	0	0	0	0	375,000
Other Activities	500,000	0	0	0	0	0	0	500,000
Total Project Appropriation	500,000	375,000	0	0	0	0	0	875,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2017 Solid Waste Cash	500,000	0	0	0	0	0	0	500,000
FY 2022 General Fund Cash	0	375,000	0	0	0	0	0	375,000
Total Funding Sources	500,000	375,000	0	0	0	0	0	875,000

Project Name **Landfill 69 Groundwater Remediation**

Project Number **92558**

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Traffic Operations**

Project Manager **David Bragg**

Project Classification **Infrastructure Improvements**

Project Status **Approved**



Project Scope

The Traffic Engineering Department will install 130 Uninterruptible Power Systems (UPS) at key traffic signals City-wide. These devices will improve the safety and efficiency of traffic signals during power events.

Start Date: 10/1/2018
 Bid Date - Design: N/A
 Award Date for Bid - Design: N/A
 Project Start Date - Design: N/A
 Project End Date - Design: N/A
 Bid Date - Construction: N/A
 Award Date for Bid - Construction: N/A
 Project Start Date - Construction: 1/1/2019
 Project End Date - Construction: 9/30/2027

Project Justification

The City’s traffic signal system is presently unprotected against power loss at intersections. Currently, when a power event occurs due to weather or other unforeseen events, signal indications go dark at intersections. Although Texas Transportation Code states that drivers must proceed through the intersection “as if the intersection had a stop sign”, drivers are often confused by intersections without power, leading to hazardous situations. The issue is compounded at arterial to arterial intersections with multiple lanes in every direction of travel. Typically vehicles in each lane for one approach arrive at the signal at slightly different times which makes it difficult for drivers to know who has the right of way. During long power outages, police officers direct traffic at these intersections which helps reduce driver confusion, but creates an unsafe condition for the officers since they must be in the middle of traffic to effectively do their job.

Uninterruptable Power Systems (UPS) rated for traffic signals supply battery power to signals which gives them an additional eight to twelve hours of normal operation during a power outage. This is more than enough time to get power restored to signals during most power loss events throughout the City, eliminating safety issues related to power loss at intersections where these are installed. Not only is safety improved at intersections with a UPS but it also frees up police officers from directing traffic, allowing them to perform their normal job duties during power events.

UPS systems cost approximately \$6,000 per location. The Traffic Engineering Department requests funding for installation of 100 UPS systems for a total cost of \$600,000.

Project History

FY 2018-19 22 battery backup systems were installed at traffic signals City-wide.

FY 2020-21 32 battery backup systems were installed at traffic signals City-wide.

\$100,000 was appropriated in the FY 2018-19 Budget, Ord. No. 2018-00109, October 1, 2018.

\$100,000 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-00129, October 1, 2019.

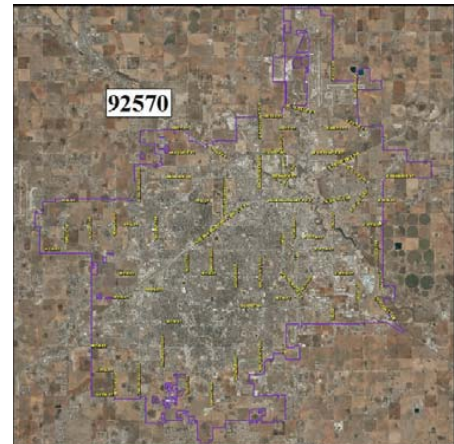
\$100,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Signage, Lighting and Signals	200,000	100,000	100,000	100,000	100,000	100,000	100,000	800,000
Total Project Appropriation	200,000	100,000	100,000	100,000	100,000	100,000	100,000	800,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2014 Tax Supported Revenue CO's	25	0	0	0	0	0	0	25
FY 2019 General Fund Cash	99,975	0	0	0	0	0	0	99,975
FY 2020 General Fund Cash	100,000	0	0	0	0	0	0	100,000
FY 2022 General Fund Cash	0	100,000	0	0	0	0	0	100,000
FY 2023 General Fund Cash	0	0	100,000	0	0	0	0	100,000
FY 2024 General Fund Cash	0	0	0	100,000	0	0	0	100,000
FY 2025 General Fund Cash	0	0	0	0	100,000	0	0	100,000
FY 2026 General Fund Cash	0	0	0	0	0	100,000	0	100,000
FY 2027 General Fund Cash	0	0	0	0	0	0	100,000	100,000
Total Funding Sources	200,000	100,000	100,000	100,000	100,000	100,000	100,000	800,000

Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Consumable Supplies	0	20,000	20,000	20,000	20,000	20,000	100,000
Total Operating Budget Impact	0	20,000	20,000	20,000	20,000	20,000	100,000

Managing Department **Engineering**
 Project Manager **Josh Kristinek**
 Project Classification **New Facility**
 Project Status **Approved**



Project Scope

This project will allow the City of Lubbock to update roadway facilities as needed which are not currently Americans with Disabilities Act (ADA) accessible.

This funding will allow for approximately 20 to 25 ADA ramps annually and sidewalk modifications as needed to comply with the act.

Annual service contract for ADA Ramp Installations - Construction: 1/12/2021.

Project Justification

The American with Disabilities Act requires public entities to have an accessibility program.

Project History

\$250,000 was appropriated in the FY 2018-19 Budget, Ord. No. 2018-00109, October 1, 2018.
 \$125,000 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-00129, October 1, 2019.
 \$150,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-00123, October 1, 2020.
 \$250,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

Hired MH Civil contractor through RFP process to better respond to ADA ramp requests. Have completed several projects.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	460,000	225,000	225,000	225,000	225,000	225,000	225,000	1,810,000
Design and Engineering	65,000	25,000	25,000	25,000	25,000	25,000	25,000	215,000
Total Project Appropriation	525,000	250,000	250,000	250,000	250,000	250,000	250,000	2,025,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2019 General Fund Cash	250,000	0	0	0	0	0	0	250,000
FY 2020 General Fund Cash	125,000	0	0	0	0	0	0	125,000
FY 2021 General Fund Cash	150,000	0	0	0	0	0	0	150,000
FY 2022 General Fund Cash	0	250,000	0	0	0	0	0	250,000
FY 2023 General Fund Cash	0	0	250,000	0	0	0	0	250,000
FY 2024 General Fund Cash	0	0	0	250,000	0	0	0	250,000
FY 2025 General Fund Cash	0	0	0	0	250,000	0	0	250,000
FY 2026 General Fund Cash	0	0	0	0	0	250,000	0	250,000
FY 2027 General Fund Cash	0	0	0	0	0	0	250,000	250,000
Total Funding Sources	525,000	250,000	250,000	250,000	250,000	250,000	250,000	2,025,000

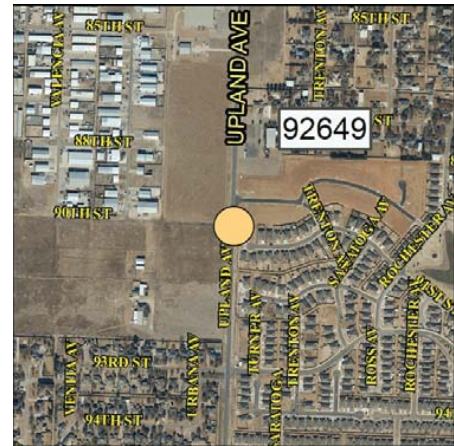
Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Engineering**

Project Manager **Josh Kristinek**

Project Classification **New Roadways**

Project Status **Approved**



Project Scope

This roadway is designated in the 2018 Master Thoroughfare Plan to become a modified principal arterial. This roadway is currently two lane strip paved. Development and growth in this area has resulted in this roadway exceeding the current capacity of the two lane structure.

Bid Date - Design: 6/4/2018
 Award Date for Bid - Design: 7/4/2018
 Project Start Date - Design: 8/23/2018
 Project End Date - Design: 4/24/2023
 Bid Date - Construction: 10/1/2022
 Award Date for Bid - Construction: 1/1/2023
 Project Start Date - Construction: 3/1/2023
 Project End Date - Construction: 3/1/2024

Project Justification

The City of Lubbock continues to strive to meet the transportation needs of the Citizens of Lubbock. The City must continue to anticipate the infrastructure needs for a growing population in order to provide a safe and efficient transportation system. Due to continued development in the area of Upland Avenue, this roadway has become congested and the road structure is requiring constant maintenance in order to safely serve the traveling public. The recent construction of the Marsha Sharp Freeway and Upland Avenue intersection by the Texas Department of Transportation has only increased the need for these proposed improvements.

This project will have MPO participation for construction.

Project History

This roadway received the minimal County strip paving many years ago and is currently experiencing more traffic that what the roadway was designed to carry.

\$750,000 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-00129, October 1, 2019.
 \$1,000,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	0	1,000,000	2,450,000	0	0	0	0	3,450,000
Design and Engineering	750,000	0	0	0	0	0	0	750,000
Total Project Appropriation	750,000	1,000,000	2,450,000	0	0	0	0	4,200,000

Project Name **Upland Avenue from 82nd Street to 98th Street**

Project Number **92649**

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2013 General Obligation Bonds	750,000	0	0	0	0	0	0	750,000
FY 2022 General Fund Cash	0	1,000,000	0	0	0	0	0	1,000,000
FY 2023 General Fund Cash	0	0	2,450,000	0	0	0	0	2,450,000
Total Funding Sources	750,000	1,000,000	2,450,000	0	0	0	0	4,200,000

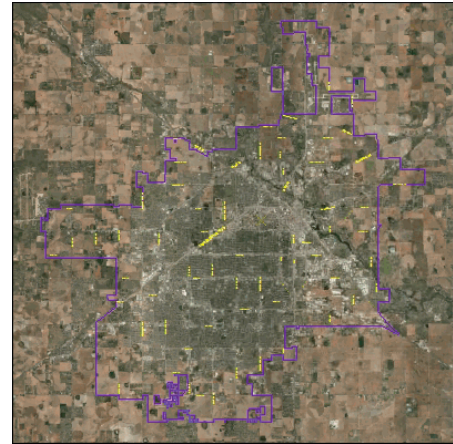
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Engineering**

Project Manager **Josh Kristinek**

Project Classification **New Roadways**

Project Status **Approved**



Project Scope

This project will pave the eastern half of Wausau Avenue from the Marsha Sharp Freeway to 82nd St. The western half of Wausau Ave is currently being developed and will be a requirement of the developer to pave in the future.

Start Date - In House Design: 11/7/2019
 Project End Date - Design: 6/11/2020
 Bid Date - Construction: 3/30/2021
 Award Date for Bid - Construction: 5/11/2021
 Project Start Date - Construction: 6/11/2021
 Project End Date - Construction: 12/11/2021

Project Justification

The City of Lubbock performed an Annexation of Wausau Avenue by the Rancho Verde Estates. Wausau Avenue has continued to remain an unpaved street during this time as Rancho Verde Estates had already platted prior to annexation. This means that no developer will pave the east half of Wausau Ave.

Project History

\$550,000 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-00129, October 1, 2019.
 \$400,594 was appropriated in FY 2020-21, Budget Amendment No. 15, Ord. No. 2020-00026, March 23, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	900,594	0	0	0	0	0	0	900,594
Design and Engineering	50,000	0	0	0	0	0	0	50,000
Total Project Appropriation	950,594	0	0	0	0	0	0	950,594

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2011 Tax Supported Revenue	33,742	0	0	0	0	0	0	33,742
CO's								
FY 2013 General Obligation Bonds	262,007	0	0	0	0	0	0	262,007
FY 2020 General Fund Cash	241,259	0	0	0	0	0	0	241,259
Street Capital Project Fund	12,992	0	0	0	0	0	0	12,992
Westwind Realty, L.P. Funding	400,594	0	0	0	0	0	0	400,594
Total Funding Sources	950,594	0	0	0	0	0	0	950,594

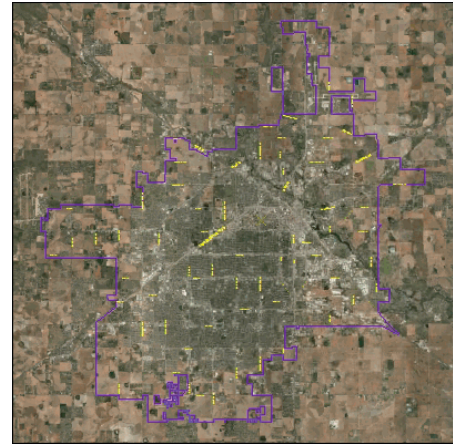
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Fleet Maintenance**

Project Manager **Billy Taylor**

Project Classification **Replacement Equipment/Fleet**

Project Status **Approved**



Project Scope

This project is for the annual vehicle replacement for Solid Waste.

5811 Residential Collection

(8) Cabover Sideloader (replacing 82014002 (1402), 82014004 (1404), 82014008 (1408), 82014014 (1414), 82014019 (1419), 82014026 (1426), 82014028 (1428), & 82015016(1516)) - \$2,000,000
 Rear loader (replacing 82005065) - \$200,000 Roll off (replacing 82011026) - \$160,000

5815 Solid Waste Disposal

Cat 660 Water Truck (replacing 92006666) - \$175,000
 Remanufactured 500 Series Compactor (replacing 92014018) - \$450,000

Start Date:
 Bid Date - Design:
 Award Date for Bid - Design:
 Project Start Date - Design:
 Project End Date - Design:
 Bid Date - Construction:
 Award Date for Bid - Construction:
 Project Start Date - Construction:
 Project End Date - Construction:

Project Justification

Replacement of vehicles and equipment that are at the end of their useful life.

Project History

\$2,985,000 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-00129, October 1, 2019.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	2,985,000	0	0	0	0	0	0	2,985,000
Total Project Appropriation	2,985,000	0	0	0	0	0	0	2,985,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2016 Solid Waste Revenue CO's	2,970,358	0	0	0	0	0	0	2,970,358
FY 2020 General Fund Cash	14,642	0	0	0	0	0	0	14,642
Total Funding Sources	2,985,000	0	0	0	0	0	0	2,985,000

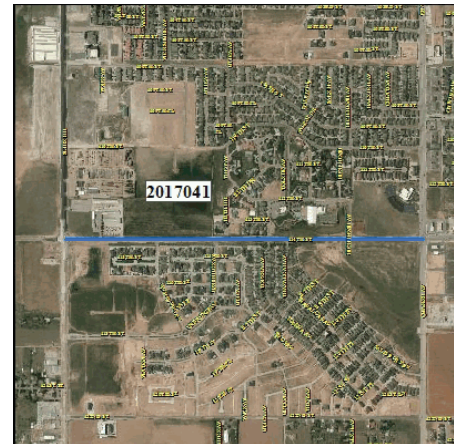
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Engineering**

Project Manager **Josh Kristinek**

Project Classification **New Roadways**

Project Status **Approved**



Project Scope

This roadway is designated on the 2018 Master Thoroughfare Plan to become a (5-lane) minor arterial. Improvements will also be made to the pedestrian elements as well as the street lighting and the drainage.

Bid Date - Design: 12/4/2019
 Award Date for Bid - Design: 1/4/2020
 Project Start Date - Design: 3/24/2020
 Project End Date - Design: 9/25/2021
 Bid Date - Construction: 4/23/2021
 Award Date for Bid - Construction: 6/8/2021
 Project Start Date - Construction: 7/1/2021
 Project End Date - Construction: 7/1/2022

Project Justification

The City of Lubbock continues to strive to meet the transportation needs of its citizens. We must continue to anticipate the infrastructure needs for a growing populous in order to provide a safe and effect transportation system. Due to continued development in the area this roadway has become congested and the road bed itself is requiring constant maintenance in order to serve the traveling public.

Project History

\$1,000,000 was appropriated in FY 2019-20, Budget Amendment No. 16, Ord. No. 2020-O0040, March 24, 2020.
 \$7,500,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-O0123, October 1, 2020.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	7,500,000	0	0	0	0	0	0	7,500,000
Design and Engineering	1,000,000	0	0	0	0	0	0	1,000,000
Total Project Appropriation	8,500,000	0	0	0	0	0	0	8,500,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2013 General Obligation Bonds	600,000	0	0	0	0	0	0	600,000
FY 2017 Tax Supported Revenue CO's	496,030	0	0	0	0	0	0	496,030
FY 2021 Tax Supported Revenue CO's	7,403,970	0	0	0	0	0	0	7,403,970
Total Funding Sources	8,500,000	0	0	0	0	0	0	8,500,000

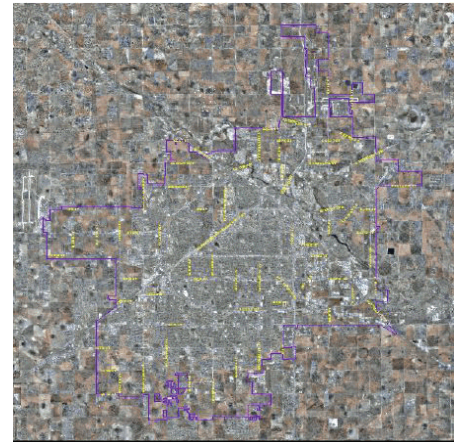
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Streets**

Project Manager **Mike Gilliland**

Project Classification **Upgrade/Major Maintenance**

Project Status **Approved**



Project Scope

Micro-surfacing, asphalt rejuvenation, asphalt milling, asphalt milling and overlay, full or partial depth pavement repair, total reconstruction, patching, crack sealing, concrete joint sealing, and brick street repair.

Project Justification

The project is a preventive maintenance program to help preserve and maintain our street infrastructure. The maintenance program is an essential tool to help extend the useful life of the pavement. Used early in a pavement's life, preventative maintenance corrects small problems before they become big problems, saves money, and improves safety and rideability. At some point, all roads require total rehabilitation as they near the end of their useful life. Total rehabilitation is completed when funding is available.

Project History

\$10,000,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-00123, October 1, 2020.
 \$1,155,015 was appropriated in FY 2020-21, BCR# 2021-9, April 23, 2021.
 Reduced appropriation by \$300,000 in FY 2020-21, BCR# 2021-13, May 17, 2021.
 \$11,000,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	10,855,015	11,000,000	12,000,000	13,000,000	14,000,000	15,000,000	0	75,855,015
Total Project Appropriation	10,855,015	11,000,000	12,000,000	13,000,000	14,000,000	15,000,000	0	75,855,015

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2020 General Fund Cash	855,015	0	0	0	0	0	0	855,015
FY 2021 General Fund Cash	10,000,000	0	0	0	0	0	0	10,000,000
FY 2022 General Fund Cash	0	11,000,000	0	0	0	0	0	11,000,000
FY 2023 General Fund Cash	0	0	12,000,000	0	0	0	0	12,000,000
FY 2024 General Fund Cash	0	0	0	13,000,000	0	0	0	13,000,000
FY 2025 General Fund Cash	0	0	0	0	14,000,000	0	0	14,000,000
FY 2026 General Fund Cash	0	0	0	0	0	15,000,000	0	15,000,000
Total Funding Sources	10,855,015	11,000,000	12,000,000	13,000,000	14,000,000	15,000,000	0	75,855,015

Project Name **Street Maintenance 2021**

Project Number **92697**

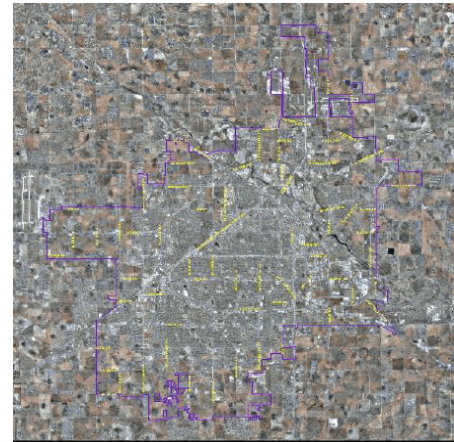
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Solid Waste Disposal**

Project Manager **Brenda Haney**

Project Classification **New Facility**

Project Status **Approved**



Project Scope

The Solid Waste Department has completed the initial evaluation of the value and cost savings of a transfer station. This study identified the general area to site a transfer station that would provide the greatest increase in route efficiency and therefore provide the greatest return on investment. This project provides for the remaining phases of the transfer station/public works service center project including siting, permitting, design and construction. There is also a great need to move other public works operations closer to service areas. Currently almost all Public Works Operations departments in the City organization report to the Northeast side of town and disperse to various locations all over the community with large trucks and construction equipment. This project would provide a substantial saving in fuel, vehicle, and equipment maintenance budgets and it would be a more efficient use of time and a better customer response for our field operations. Departments that would benefit from a satellite Public Works Operation Center are Paved Streets, Alley Maintenance, Street Sweepers, Water and Sewer Pipeline Maintenance, Wastewater Collection and Metering, and Customer service. There will probably be substantial interest from LP&L field operations also.

The next phase of the project is to perform a detailed analysis of potential sites for the new facility and then evaluate each of them. This will conclude with a recommended site for purchase. Following purchase of the land, the engineers will perform an initial design and permitting work to secure the transfer station permit from the TCEQ. Once the permit is received, construction plans and specifications will be prepared and the construction will commence. It is expected to take about 3-5 years to complete the entire process depending on permitting time and any difficulties acquiring land.

RFQ Issued: April 2021
 Award Engineering: June 2021
 Evaluate/Select/Acquire Site: Feb 2022
 Prepare TCEQ Permit: October 2021
 Submit Permit to TCEQ: April 2022
 TCEQ Review & Approval: April 2023
 Public Hearing: February 2023
 Facility Design: September 2022
 Project Bid: September 2023
 Project Award: December 2023
 Construction: January 2024
 Operational: March 2025

Timeline for design and construction is contingent on TCEQ review period and if the permit is contested. Time shown is based on average review time and no contest of the permit.

Project Justification

Currently, solid waste collection vehicles leave the collection route and travel to the West Texas Regional Disposal Facility in Abernathy to dispose of the waste. Each trip to the landfill can take up to 1 1/2 hours and each collection vehicle is making between 2 and 4 trips per day to the landfill. The analysis of the economic feasibility of a transfer station has been completed and it is evident that there are potential savings and operational efficiencies gained.

Project History

CIP 8636 was combined with CIP 92698 in the FY 2021-22 Budget.

\$50,000 was appropriated in the FY 2018-19 Budget, Ord. No. 2018-O0109, October 1, 2018.

\$180,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-O0123, October 1, 2020.

\$1,275,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-O0126, October 1, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Land Acquisition	50,000	0	0	0	0	0	0	50,000
Construction	0	900,000	16,350,000	0	0	0	0	17,250,000
Design and Engineering	180,000	375,000	845,000	0	0	0	0	1,400,000
Total Project Appropriation	230,000	1,275,000	17,195,000	0	0	0	0	18,700,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Capital Project Fund	0	482,821	0	0	0	0	0	482,821
FY 2019 General Fund Cash	50,000	0	0	0	0	0	0	50,000
FY 2021 General Fund Cash	180,000	0	0	0	0	0	0	180,000
FY 2022 General Fund Cash	0	792,179	0	0	0	0	0	792,179
FY 2023 Tax Supported Revenue CO's	0	0	17,195,000	0	0	0	0	17,195,000
Total Funding Sources	230,000	1,275,000	17,195,000	0	0	0	0	18,700,000

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Personnel Cost	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Unpaved Streets**

Project Manager **Josh Kristinek**

Project Classification **Upgrade/Major Maintenance**

Project Status **Approved**



Project Scope

This project will fund the paving and improvement of existing local residential and collector gravel roads in existing subdivisions where the roads were never improved by the developer. This project will fund the design and construction of various inadequate transportation elements within these areas of the City including unimproved roadway surfaces, unsafe roadway widths, drainage improvements, street lighting, and ADA compliance.

Project Justification

Areas of the City of Lubbock have existing local residential roadways that are gravel and not improved with a paved surface. These roadways were part of developments where the roads were never improved by the developer. These roadways do not meet the City’s Standard Specifications and this project will help improve mobility and safety in these residential areas.

Project History

\$9,000,000 was appropriated in FY 2020-21, Budget Amendment No. 35, Ord. No. 2020-O0077, July 13, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	9,000,000	0	0	0	0	0	0	9,000,000
Total Project Appropriation	9,000,000	0	0	0	0	0	0	9,000,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2021 Tax Supported Revenue CO's	9,000,000	0	0	0	0	0	0	9,000,000
Total Funding Sources	9,000,000	0	0	0	0	0	0	9,000,000

Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Public Works Engineering**

Project Manager **Josh Kristinek**

Project Classification **New Roadways**

Project Status **Approved**



Project Scope

This project will fund the paving and improvement of existing local residential and collector gravel roads in existing subdivisions where the roads were never improved by the developer. This project will fund the design and construction of various inadequate transportation elements within these areas of the City including unimproved roadway surfaces, unsafe roadway widths, drainage improvements, street lighting, and ADA compliance.

Project Justification

Areas of the City of Lubbock have existing local residential roadways that are gravel and not improved with a paved surface. These roadways were part of developments where the roads were never improved by the developer. These roadways do not meet the City’s Standard Specifications and this project will help improve mobility and safety in these residential areas.

Project History

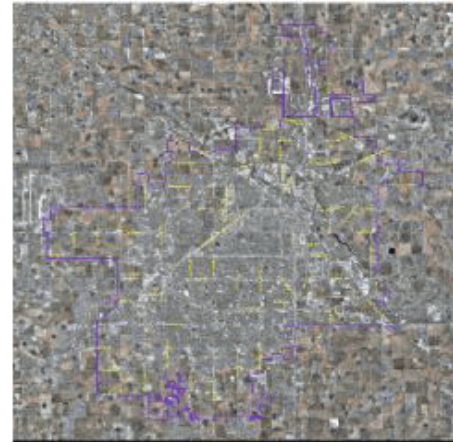
\$11,300,000 was appropriated in FY 2020-21, Budget Amendment No. 35, Ord. No. 2020-O0077, July 13, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	11,300,000	0	0	0	0	0	0	11,300,000
Total Project Appropriation	11,300,000	0	0	0	0	0	0	11,300,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2021 Tax Supported Revenue CO's	11,300,000	0	0	0	0	0	0	11,300,000
Total Funding Sources	11,300,000	0	0	0	0	0	0	11,300,000

Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Engineering**
 Project Manager **Josh Kristinek**
 Project Classification **New Roadways**
 Project Status **Approved**



Project Scope

This roadway is designated on the 2018 Master Thoroughfare Plan to become a minor arterial. Improvements will also be made to the pedestrian elements as well as the street lighting and the drainage.

Design - Start Date: 4/3/2020
 Design - Bid Date: 5/4/2020
 Design - Award Date: 5/26/2020
 Design - Project Start Date: 5/26/2020
 Design - Project End Date: 5/26/2023
 Construction - Bid Date: 10/1/2021
 Construction - Award Date for Bid: 1/1/2022
 Construction - Project Start Date: 3/1/2022
 Construction - Project End Date: 3/1/2023

Project Justification

The City of Lubbock continues to strive to meet the transportation needs of its citizens. We must continue to anticipate the infrastructure needs for a growing populous in order to provide a safe and effective transportation system. Due to continued development in the area this roadway has become congested and the road bed itself is requiring constant maintenance in order to serve the traveling public. The MPO has approved this project to be included in its updated 10-year plan. Construction funding participation is scheduled to begin in TXDOT FY 2022.

Project History

\$3,000,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	0	3,000,000	0	0	0	0	0	3,000,000
Total Project Appropriation	0	3,000,000	0	0	0	0	0	3,000,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 Tax Supported Revenue CO's	0	3,000,000	0	0	0	0	0	3,000,000
Total Funding Sources	0	3,000,000	0	0	0	0	0	3,000,000

Project Name **114th Street - Quaker Avenue to Indiana Avenue**

Project Number **92737**

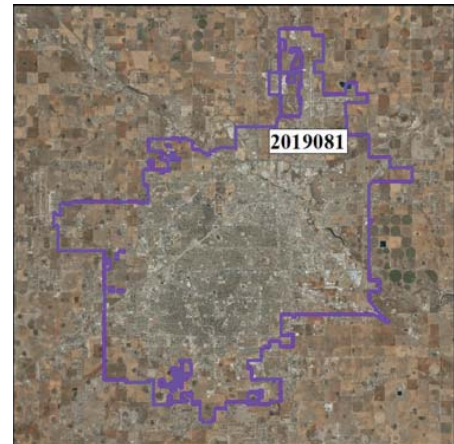
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Traffic Operations**

Project Manager **David Bragg**

Project Classification **Infrastructure Improvements**

Project Status **Approved**



Project Scope

This is the Traffic Operations portion of a joint project between the Traffic Operations and Parks & Recreation Departments to improve pedestrian and bicycle access and connectivity along the Canyon Lake trail system and other established bicycle routes throughout the City as outlined in the Pedestrian and Bicycle Master Plan developed in 2018 and Parks and Open Space Master Plan developed in 2011. The project will fund the construction of signalized crossings (HAWKs) at each location where the Canyon Lake trail system crosses an arterial including N. University Ave., Erskine St., Broadway, E. 19th St., and MLK Jr. Blvd. Other roadway and railway crossings will be improved with curb ramps, pavement markings, actuated beacons, and warning signs. This project also funds the installation of HAWKs, pavement markings, and wayfinding signage along two bicycle boulevards (13th St. and 26th St.) as outlined in the Pedestrian and Bicycle Master Plan to correct existing bicycle infrastructure.

Start Date: 10/1/2021

Bid Date - Design: N/A

Award Date for Bid - Design: N/A

Project Start Date - Design: N/A

Project End Date - Design: N/A

Bid Date - Construction: N/A

Award Date for Bid - Construction: N/A

Project Start Date - Construction: 1/1/2022

Project End Date - Construction: 9/30/2024

Project Justification

Developing safe routes for pedestrians and cyclists throughout the Jim Bertram Canyon Lakes System has gained popularity with citizens across Lubbock. In addition to these enhancements, the goal of this project is to improve cycling and pedestrian facilities along 13th Street, Avenue U, and 26th Street that will tie current points of fitness and activity to other centers of activity (i.e. West Lubbock to Texas Tech and the Canyon Lakes System, North Overton to the Canyon Lakes System, and Maxey Park to Tech Terrace and the Heart of Lubbock neighborhoods).

This project should only be funded if the related Parks and Recreation project is also funded.

Project History

Increased use of the Jim Bertram Canyon Lakes System and other popular points of fitness and activity such as Maxey Park and Texas Tech has created a need for enhanced cyclist and pedestrian infrastructure both within and to these areas of Lubbock. This project improves access and safety to all of these locations. The project is a phased project over the course of 3 years.

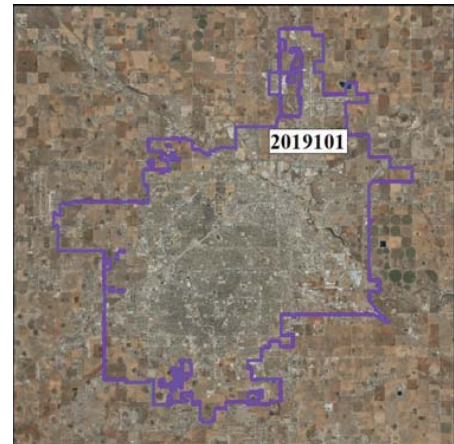
\$160,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	0	160,000	160,000	160,000	0	0	0	480,000
Total Project Appropriation	0	160,000	160,000	160,000	0	0	0	480,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 General Fund Cash	0	160,000	0	0	0	0	0	160,000
FY 2023 General Fund Cash	0	0	160,000	0	0	0	0	160,000
FY 2024 General Fund Cash	0	0	0	160,000	0	0	0	160,000
Total Funding Sources	0	160,000	160,000	160,000	0	0	0	480,000

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Engineering**
 Project Manager **Josh Kristinek**
 Project Classification **New Roadways**
 Project Status **Approved**



Project Scope

This project will pave full width of a collector with curb and gutter along Iola Avenue from 122nd Street to FM 1585.

Start Date In House Design: 10/1/2021

Project End Date: 7/30/2022

Bid Date - Construction: 10/1/2022

Award Date for Construction Bid: 1/1/2022

Project Start Date - Construction: 3/1/2022

Project End Date - Construction: 11/1/2022

Project Justification

The City of Lubbock has a parks facility on the eastern half of Iola Avenue and south of 122nd street. Both roadways are collectors which should have been paved half width when the parks facility was built by development standards. A preliminary agreement has been reached with the developer adjacent to this area for the City to pave the full width of Iola Avenue and the Developer would pave the full width of 122nd Street when developed.

This is also in anticipation of a future Lubbock Cooper school to be constructed in this area.

Project History

\$75,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-O0126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	0	0	900,000	0	0	0	0	900,000
Design and Engineering	0	75,000	0	0	0	0	0	75,000
Total Project Appropriation	0	75,000	900,000	0	0	0	0	975,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 General Fund Cash	0	75,000	0	0	0	0	0	75,000
FY 2023 General Fund Cash	0	0	900,000	0	0	0	0	900,000
Total Funding Sources	0	75,000	900,000	0	0	0	0	975,000

Project Name **Iola Avenue From 122nd St. to FM 1585**

Project Number **92739**

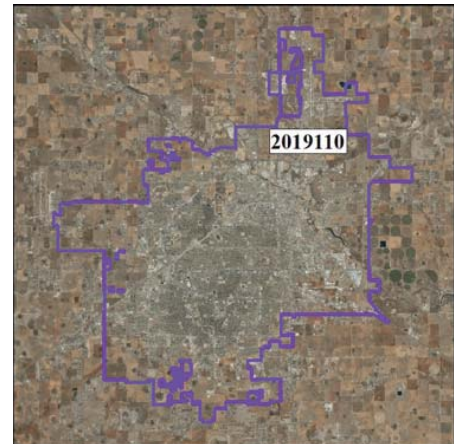
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Traffic Operations**

Project Manager **David Bragg**

Project Classification **Infrastructure Improvements**

Project Status **Approved**



Project Scope

This is the Parks and Recreation portion of a joint project between Traffic Operations and Parks and Recreation Departments to improve pedestrian and bicycle access and connectivity along the Canyon Lakes trail system and other established bicycle routes throughout the City as outlined in the Pedestrian and Bicycle Master Plan developed in 2018 and Parks and Open Space Master Plan developed in 2011. The project will fund the construction of signalized crossings (HAWKs) at each location where the Canyon Lakes trail system crosses an arterial including N. University Ave., Erskine St., Broadway Ave, E. 19th St., and MLK Jr. Blvd. Other roadway and railway crossings will be improved with curb ramps, pavement markings, actuated beacons, and warning signs. This project also funds the installation of HAWKs, pavement markings, and wayfinding signage along two bicycle boulevards (13th St. and 26th St.) as outlined in the Pedestrian and Bicycle Master Plan to correct existing bicycle infrastructure.

Start Date: 10/1/2021

Bid Date - Design: N/A

Award Date for Bid - Design: N/A

Project Start Date - Design: N/A

Project End Date - Design: N/A

Bid Date - Construction: N/A

Award Date for Bid - Construction: N/A

Project Start Date - Construction: 1/1/2022

Project End Date - Construction: 9/30/2024

Project Justification

Developing safe routes for pedestrians and cyclists throughout the Jim Bertram Canyon Lakes System has gained popularity with citizens across Lubbock. In addition to these enhancements, the goal of this project is to improve cycling and pedestrian facilities along 13th Street, Avenue U, and 26th Street that will tie current points of fitness and activity to other centers of activity (i.e. West Lubbock to Texas Tech and the Canyon Lakes System, North Overton to the Canyon Lakes System, and Maxey Park to Tech Terrace and the Heart of Lubbock neighborhoods).

Project History

Increased use of the Jim Bertram Canyon Lakes System and other popular points of fitness and activity such as Maxey Park and Texas Tech has created a need for enhanced cyclist and pedestrian infrastructure both within and to these areas of Lubbock. This project improves access and safety to all of these locations. The project is a phased project over the course of 3 years.

\$75,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	0	75,000	75,000	75,000	0	0	0	225,000
Total Project Appropriation	0	75,000	75,000	75,000	0	0	0	225,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 General Fund Cash	0	75,000	0	0	0	0	0	75,000
FY 2023 General Fund Cash	0	0	75,000	0	0	0	0	75,000
FY 2024 General Fund Cash	0	0	0	75,000	0	0	0	75,000
Total Funding Sources	0	75,000	75,000	75,000	0	0	0	225,000

<i>Operating Budget Impact</i>	Unappropriated Planning Years							Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27		
No Impact Anticipated	0	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0	0

Managing Department **Traffic Operations**

Project Manager **David Bragg**

Project Classification **Upgrade/Major Maintenance**

Project Status **Approved**



Project Scope

This project is to continue expanding the City’s fiber optic communications utilizing funds remaining in CIP 92349 -Communications System Expansion for FY 2021-22. Currently Traffic Operations’ fiber optic crew utilizes CIP 92349 for this purpose. This project would be a continuation of that project. Although the Traffic Operations has installed fiber optic cable to numerous City facilities and traffic signals around town, the need still exists to expand this infrastructure to facilities not yet reached. Fiber optic communication not only increases speeds for these facilities but also improves reliability.

Start Date: 10/1/2021

Bid Date - Design: N/A

Award Date for Bid - Design: N/A

Project Start Date - Design: N/A

Project End Date - Design: N/A

Bid Date - Construction: N/A

Award Date for Bid - Construction: N/A

Project Start Date - Construction: 10/1/2021

Project End Date - Construction: 9/30/2026

Project Justification

Today’s City workforce requires stable, high speed network connectivity in order to accomplish daily tasks, monitor equipment, as well as talk on the phone. As fiber optic lines are installed, it not only increases the productivity and possibilities of the City’s workforce, but also helps emergency crews at remote sites, and improves experience of citizens utilizing community computers at libraries and community centers city-wide.

Project History

\$50,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-O0126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	0	50,000	50,000	50,000	75,000	75,000	0	300,000
Total Project Appropriation	0	50,000	50,000	50,000	75,000	75,000	0	300,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 General Fund Cash	0	50,000	0	0	0	0	0	50,000
FY 2023 General Fund Cash	0	0	50,000	0	0	0	0	50,000
FY 2024 General Fund Cash	0	0	0	50,000	0	0	0	50,000
FY 2025 General Fund Cash	0	0	0	0	75,000	0	0	75,000
FY 2026 General Fund Cash	0	0	0	0	0	75,000	0	75,000
Total Funding Sources	0	50,000	50,000	50,000	75,000	75,000	0	300,000

Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Traffic Operations**

Project Manager **David Bragg**

Project Classification **Infrastructure Improvements**

Project Status **Approved**



Project Scope

Install signals at un-signalized intersections and school zones as warranted, upgrade new controllers, and perform necessary repairs. Major repairs such as replacing crushed conduit and wiring, rebuilding failing signal arm assemblies, and exchanging cabinets and signal arm assemblies that have been damaged is not included in the Department's maintenance budget or in the Traffic Signal Upgrade project.

Start Date: 10/1/2021

Bid Date - Design: N/A

Award Date for Bid - Design: N/A

Project Start Date - Design: N/A

Project End Date - Design: N/A

Bid Date - Construction: N/A

Award Date for Bid - Construction: N/A

Project Start Date - Construction: 10/1/2021

Project End Date - Construction: 9/30/2026

Project Justification

The project provides funding for new signals and school zones designed and constructed in-house. The project will also be utilized to upgrade existing traffic signals requiring major repairs. Public safety is a major factor considered when installing and maintaining traffic signals and school zones.

Project History

\$350,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	0	350,000	350,000	350,000	350,000	350,000	0	1,750,000
Total Project Appropriation	0	350,000	350,000	350,000	350,000	350,000	0	1,750,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 General Fund Cash	0	350,000	0	0	0	0	0	350,000
FY 2023 General Fund Cash	0	0	350,000	0	0	0	0	350,000
FY 2024 General Fund Cash	0	0	0	350,000	0	0	0	350,000
FY 2025 General Fund Cash	0	0	0	0	350,000	0	0	350,000
FY 2026 General Fund Cash	0	0	0	0	0	350,000	0	350,000
Total Funding Sources	0	350,000	350,000	350,000	350,000	350,000	0	1,750,000

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Solid Waste Disposal**

Project Manager **Brenda Haney**

Project Classification **Replacement Infrastructure**

Project Status **Requested**



Project Scope

The final cap will be constructed and vegetation seeded in order to close Cell VI at Caliche Canyon Landfill as per regulatory requirements. This project is delayed due to reduced tonnage because of reduced operating hours during COVID.

Start Date: FY2023
 Bid Date - Design: Nov 2022
 Award Date for Bid - Design: Nov 2022
 Project Start Date - Design: Nov 2022
 Project End Date - Design: Mar 2023
 Bid Date - Construction: Apr 2023
 Award Date for Bid - Construction: June 2023
 Project Start Date - Construction: June 2023
 Project End Date - Construction: Oct 2023

Project Justification

The Caliche Canyon Landfill has only one open cell that accepts construction and demolition waste. The cell will be at capacity and unable to accept any additional waste. The Texas Commission on Environmental Quality requires a final cap and establishment of vegetation for cell closure.

Project History

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Appropriation
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	0	0	1,000,000	0	0	0	0	1,000,000
Total Project Appropriation	0	0	1,000,000	0	0	0	0	1,000,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2023 General Fund Cash	0	0	1,000,000	0	0	0	0	1,000,000
Total Funding Sources	0	0	1,000,000	0	0	0	0	1,000,000

Project Name **Closure of Cell VI at 69 Landfill**

Project Number **2015063**

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Facilities Management**

Project Manager **Wesley Everett**

Project Classification **Upgrade/Major Maintenance**

Project Status **Requested**



Project Scope

Locate alternative property and renovate for Traffic Operations use. In the event alternate property cannot be located renovations to existing building are as follows:

The roof will be replaced. The exterior concrete masonry unit (CMU) walls will be sealed with an elastomeric coating. Interior renovations as required and windows and doors will be replaced/repared and new heating, ventilation, and air conditioning (HVAC) equipment will be installed. The interior will have new paint, flooring, and related items updated.

Start Date: 10/01/2021
 Bid Date - Design: 10/01/2021
 Award Date for Bid - Design: 11/01/2021
 Project Start Date - Design: 11/01/2021
 Project End Date - Design: 12/01/2021
 Bid Date - Construction: 12/01/2021
 Award Date for Bid - Construction: 01/01/2022
 Project Start Date - Construction: 01/01/2022
 Project End Date - Construction: 07/01/2022

Project Justification

This complex is over 35 years old. There has been very little maintenance/renovations done to the facility. The roof, walls, windows, and doors leak and repairs are needed to prevent future damage to the facility.

Project History

This complex is over 35 years old. In 1996, an addition was added to connect the two buildings to turn it into one facility. This facility houses some of Traffic Department's personnel and equipment.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Appropriation
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	0	0	412,500	0	0	0	0	412,500
Design and Engineering	0	0	67,500	0	0	0	0	67,500
Furnishings, Fixtures, and Equipment	0	0	15,750	0	0	0	0	15,750
Total Project Appropriation	0	0	495,750	0	0	0	0	495,750

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2023 General Fund Cash	0	0	495,750	0	0	0	0	495,750
Total Funding Sources	0	0	495,750	0	0	0	0	495,750

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Maintenance Savings Estimated	300	400	400	500	0	0	1,600
Total Operating Budget Impact	300	400	400	500	0	0	1,600

Debt Service Fund

Summary of Debt

The City issues debt as authorized by State Statute and City Charter in one of the following ways: General Obligation Bonds or Certificates of Obligation.

- General Obligation Bonds are payable from the proceeds of the interest and sinking fund portion of the property tax rate, levied within the limitations of the law. The full faith and credit of the City guarantee the payment of General Obligation Bonds. General Obligation Bonds are authorized by a vote of the citizens.
- Certificates of Obligation are guaranteed from the proceeds of the interest and sinking fund portion of the property tax rate, levied within the limitations of the law, and most are payable from, and secured by, the surplus revenues of the City’s Enterprise Funds, Internal Service Funds, or Special Revenue Funds.

Debt Limitations

There is no direct debt limitation in the City Charter or under state law. The City operates under a home rule charter that limits the maximum tax rate for all City purposes to \$2.50 per \$100 assessed valuation. Administratively, the State of Texas Attorney General will permit allocation of \$1.50 of the \$2.50 maximum rate for general obligation debt service. As of October 1, 2021, the tax rate for debt service is \$0.120266 per \$100 assessed valuation, or \$203.03 annually on an average home valued at \$168,814.

Debt Structure

City of Lubbock debt is generally structured on a level payment basis. The level payment structure allows the total debt service to be allocated in equal annual installments throughout the life of the debt. This method allows the City to keep tax rates and user fees level and stable.

Bond Ratings

Standard & Poor’s (S&P) and Fitch Ratings’ bond ratings range from AAA to D. Bonds rated in the top four categories (AAA, AA, A, and BBB) generally are regarded as eligible for bank investment. S&P and Fitch apply modifiers in each generic rating classification. The “plus sign” (+) modifier indicates that the issuer ranks in the higher end of its generic rating category, no modifier indicates a mid-range ranking, and the “minus sign” (-) modifier indicates that the issuer ranks in the lower end of its generic category.

- The bond ratings of AA+ for the City and AA- for LP&L signify a very strong capacity to meet their financial commitments.

Moody’s has nine basic rating categories for long-term obligations. They range from Aaa (highest quality) to C (lowest quality). Moody’s applies numerical modifiers 1, 2, and 3 in each generic rating classification from Aa to Caa. The modifier 1 indicates that the issuer ranks in the higher end of its generic rating category, the modifier 2 indicates a mid-range ranking, and the modifier 3 indicates that the issuer ranks in the lower end of its generic category.

The City has maintained excellent ratings for many years. The City’s bond ratings from two of the rating agencies, Standard and Poor’s and Fitch Ratings, were updated as of June 17, 2021 are as follows:

	<u>City</u>
Standard & Poor’s	AA+
Fitch Ratings	AA+

The prior ratings from Standard and Poor’s and Fitch Ratings in November 2020 for the City are as follows:

	<u>City</u>
Standard & Poor’s	AA+
Fitch Ratings	AA+

Debt Service Fund

In order to improve financial transparency, this was the first year the City elected to receive separate ratings on the Water and Sewer System. The City’s bond ratings from two of the rating agencies, Standard and Poor’s and Fitch Ratings, were updated as of November 9, 2020 and November 10, 2021, and are as follows:

	<u>City</u>
Standard & Poor’s	AA-
Fitch Ratings	AA-

The bond ratings from Moody’s and S&P (July 2018) and Fitch (April 2021) for LP&L are as follows:

	<u>LP&L</u>
Moody’s	A1
Standard & Poor’s	AA-
Fitch Ratings	A+

In 2019, LP&L began to utilize a short-term lending facility to address all capital financing needs over the next three years. In doing so, LP&L was required to receive a short-term rating for the use of a direct purchase revolving note program. The bond rating received from Fitch on May 1, 2019 for LP&L are as follows:

	<u>LP&L</u>
Fitch Ratings	F1

The assignment of the ‘F1’ short-term rating reflects LP&L’s Issuer Default Rating of ‘A+’ and the nature of the revolving note program, which is expected to be refinanced through the issuance of long-term revenue bonds in 2021.

During FY 2020-21, Standard & Poor’s and Fitch Ratings affirmed the City’s financial bond ratings. Rating reports state that the City’s ratings reflect the following:

- Strong economy, with access to a broad and diverse metropolitan statistical area (MSA) and a local stabilizing institutional influence;
- Very strong financial management, with strong financial policies and practices under our Financial Management Assessment (FMA) methodology;
- Strong budgetary performance, with operating results we expect could weaken in the near term relative to fiscal 2020, which closed with operating surpluses in the general fund and at the total governmental-fund level in fiscal 2020;
- Very strong budgetary flexibility, with available fund balance in fiscal 2020 at 35% of operating expenditures;
- Very strong liquidity, with total government available cash at 117.9% of total governmental-fund expenditures and 6.3x governmental debt service, and access to external liquidity we consider exceptional;
- Weak debt-and-contingent-liability profile, with debt service carrying charges at 18.8% of expenditures and net direct debt that is 92.3% of total governmental-fund revenue, but rapid amortization, with 72.9% of debt scheduled to be retired within 10 years; and
- Strong institutional framework score.

Debt Service/Capital Projects

The Debt Service Fund is used to account for general long-term debt principal and interest for debt issues and other long-term debts for which a tax has been dedicated. The City budgets for debt service in thirteen funds: General Debt Service, Water/Wastewater, Storm Water, North Overton Tax Increment Financing Reinvestment Zone (North Overton TIF), LP&L, Airport, Cemetery, Civic Centers, Hotel Occupancy Tax, Gateway, Internal Service Funds, and the Central Business District TIF (CBD TIF). Debt requirements in these funds for FY 2021-22 are as follows:

Debt Service Fund

City of Lubbock Ratings – CO & GO

Date	Moody's Rating Outlook	S&P Rating Outlook	Fitch Rating Outlook
4/11/2006		AA- Positive	
4/17/2006	A1 Positive		
4/21/2006			AA- Positive
12/27/2006	A1 Positive	AA- Positive	
12/29/2006			AA- Positive
5/31/2007	Aa3 Stable		
6/5/2007			AA Stable
6/8/2007		AA Stable	
8/15/2007	Aa3 Stable		
8/16/2007		AA Stable	
4/22/2008	Aa3 Stable		AA Stable
4/23/2008		AA+ Stable	
3/9/2009	Aa3 Stable		AA Stable
3/10/2009		AA+ Stable	
1/7/2010		AA+ Stable	
1/8/2010			AA Stable
1/11/2010	Aa3 Stable		
4/23/2010	Aa2 Stable		
5/3/2010			AA+ Stable
3/4/2011			AA+ Stable
3/7/2011	Aa2 Stable		
3/15/2011		AA+ Stable	
3/9/2012	Aa2 NOO (no outlook)		
3/12/2012		AA+ Stable	
3/15/2012			AA+ Stable
4/16/2013	Aa2 Stable		
4/22/2013		AA+ Stable	
4/10/2014		AA+ Stable	
4/13/2014	Aa2 Stable		
4/15/2014			AA+ Stable
3/19/2015			AA+ Stable
3/20/2015		AA+ Stable	
3/23/2015	Aa2 Stable		
3/21/2016			AA+ Stable
3/23/2016	Aa2 Stable		
3/31/2016		AA+ Stable	
9/28/2016			AA+ Stable
9/29/2016		AA+ Stable	
3/20/2017		AA+ Stable	
3/23/2017			AA+ Stable
3/20/2018			AA+ Stable
3/21/2018		AA+ Stable	
3/19/2019			AA+ Stable
3/22/2019		AA+ Stable	
10/1/2019			AA+ Stable
10/4/2019		AA+ Stable	
5/1/2020		AA+ Stable	
5/4/2020			AA+ Stable
11/10/2020		AA+ Stable	
11/10/2020			AA+ Stable
6/17/2021		AA+ Stable	
6/17/2021			AA+ Stable

City of Lubbock Ratings – Water & Sewer

Date	Moody's Rating Outlook	S&P Rating Outlook	Fitch Rating Outlook
3/18/2019			AA- Stable
3/22/2019		AA- Stable	
10/1/2019			AA- Stable
10/4/2019		AA- Stable	

Debt Service Fund

5/1/2020		AA- Stable	
5/4/2020			AA- Positive
11/9/2020			AA- Positive
11/10/2020		AA- Stable	

Lubbock Power & Light Ratings

Date	Moody's Rating Outlook	S&P Rating Outlook	Fitch Rating Outlook
10/3/2006			BBB+ Stable
1/2/2007		BBB Positive	
3/31/2009			A- Stable
4/8/2009		A- Stable	
4/23/2010	A1 Stable		
10/5/2010		A- Positive	
10/6/2010	A1 Stable		
10/11/2010			A- Positive
10/25/2010		AA- Stable	
2/15/2011			A+ Stable
4/16/2013			A+ Stable
4/17/2013		AA- Stable	
4/30/2013	A1 Negative		
4/11/2014	A1 Stable		
4/14/2014		AA- Stable	A+ Stable
3/20/2015		AA- Stable	A+ Stable
3/23/2015	A1 Stable		
3/23/2016	A1 Stable	AA- Stable	A+ Stable
7/20/2017	A1 Stable	AA- Stable	A+ Stable
07/03/18 & 07/11/18	A1 Stable	AA- Negative Outlook	A+ Stable
4/21/2020			A+ Stable
4/13/2021			A+ Stable

Lubbock Power & Light Ratings – Short Term

Date	Moody's Rating Outlook	S&P Rating Outlook	Fitch Rating Outlook
5/1/2019			F1 Stable

Debt Service Fund

- General obligation debt service, which includes general obligation bonds and certificates of obligation, is budgeted in the General Debt Service Fund. The bond election held in May 2004, approved \$30 million in new debt issuance. There is currently \$3.7 million in authorized, but unissued bonds from that election. The most recent bond election, held in November 2009, approved \$50.585 million in new debt issuance to finance improvements in streets and public safety, all of which have been issued.
- Following are the amounts of debt service that are budgeted in various City funds:

Water/Wastewater	\$57,689,299
General Debt Service	25,837,710
Lubbock Power & Light	18,196,663
Storm Water	11,900,487
Gateway	8,783,613
North Overton TIF	3,107,871
Solid Waste	2,025,175
Airport	3,700,545
Internal Services	2,168,434
Central Business District TIF	941,828
Civic Centers	441,681
Hotel Occupancy Tax	91,500
Cemetery	50,750

The above amounts do not include the utilization of interest earnings on bond funds.

Debt Capacity

The City, in FY 2021-22, will use approximately \$3.71 million interest earnings from cash in the Debt Service fund, investment earnings on bond funds, and transfers from Lubbock Power and Light and Water/Wastewater Fund for their portion of Citizen Tower debt.

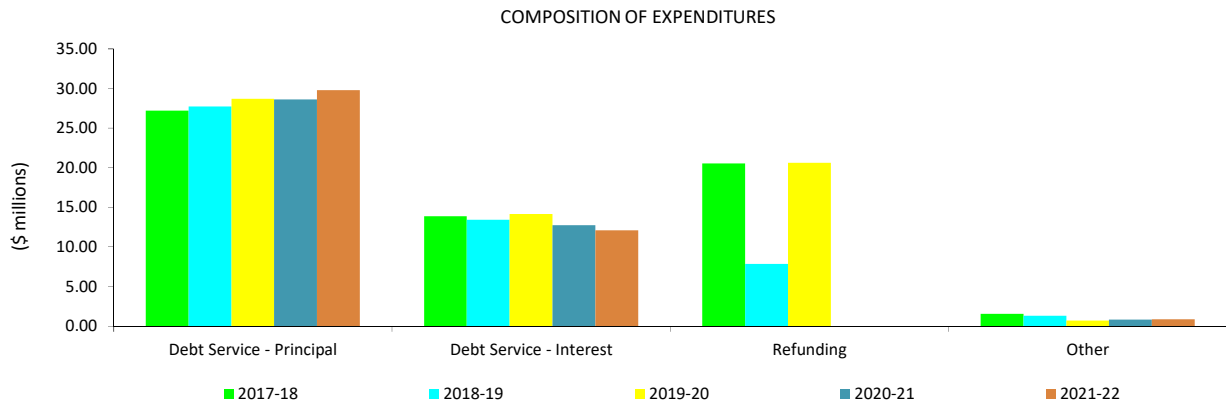
Following is a table illustrating projected tax rates for FY 2021-22 through FY 2026-27 based on the 5-year proposed capital plan. The proposed plan could change each year as priorities and needs are re-assessed, and economic conditions are taken into account.

DEBT CAPACITY									
Fiscal Year Ending	Assessed Valuations	Debt Tax Rate	Tax Proceeds	Application of over 65 Tax Ceiling	Application of Debt Service Fund Balance and Interest *	Current Debt Service Requirement	Debt Service Capacity Available	Estimated Debt Service Capacity Available	Debt Issuance Capacity
2022	17,830,399,598	0.12027	21,336,689	1,867,756	3,706,552	26,910,997	-	-	-
2023	18,543,615,582	0.12969	23,929,174	1,942,466	1,805,713	26,214,938	1,462,415	1,462,415	18,355,341
2024	19,285,360,205	0.11579	22,219,047	2,020,165	1,732,238	24,406,673	1,564,778	102,363	1,284,793
2025	20,056,774,613	0.10205	20,366,419	2,100,972	1,648,416	22,481,235	1,634,572	69,794	876,014
2026	20,859,045,598	0.10205	21,181,053	2,185,011	1,581,125	20,800,658	4,146,530	2,511,957	31,528,551
2027	21,693,407,422	0.10000	21,584,940	2,272,411	1,578,424	18,763,069	6,672,707	2,526,177	31,707,030

Assumptions:
 4.0% increase in property values
 20 year debt amortization
 5.00% interest rate for all bond issues
 99.5% collection rate

* Includes debt service on Citizens Tower paid by Lubbock Power and Light and the Water/Wastewater Fund

Debt Service Fund



	Actual	Actual	Actual	Budget	Budget	% Change
FUNDING SOURCES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Ad valorem tax collections	\$ 19,641,530	22,379,199	22,597,019	21,537,891	23,204,445	7.4
Delinquent Taxes	162,482	294,258	265,349	242,215	240,696	(0.6)
Interest Earnings on Debt Service Cash	85,728	403,553	327,885	332,369	86,660	(74.9)
Transfer from Solid Waste	2,420,614	2,242,810	2,196,914	2,102,013	2,025,175	(3.5)
Transfer from Overton TIF	3,149,667	3,187,466	3,171,626	3,132,547	3,107,871	(0.8)
Transfer from CBD TIF	963,455	964,160	975,323	961,675	941,828	(2.0)
Transfer from Hotel Tax Fund	83,750	91,000	88,000	89,875	91,500	1.8
Transfer from Gateway	8,232,548	8,548,331	8,400,761	8,847,226	8,783,613	(0.8)
Transfer from LP&L - Citizens Tower	2,478,673	1,140,198	1,139,270	1,140,119	1,141,406	0.1
Transfer from Water - Citizens Tower	318,644	146,580	146,458	146,567	146,733	0.1
Transfer from Stormwater (Street Maintenance)	5,309,594	4,237,032	3,174,598	2,116,722	1,052,379	(33.5)
Refunding	20,661,536	7,936,222	20,795,000	-	-	-
Build America Bond Subsidy	306,422	-	-	-	-	-
Miscellaneous Recoveries	1,045,816	2,490,296	1,185,839	-	-	-
Total Revenue Sources	64,860,459	54,061,105	64,464,042	40,649,219	40,822,305	0.4
Use of Excess Reserves	-	-	85,378	1,904,870	2,305,058	-
TOTAL FUNDING SOURCES	\$ 64,860,459	54,061,105	64,549,421	42,554,090	43,127,363	1.3

EXPENDITURES						
Debt Service - Principal - Tax Notes: General Fund	\$ 1,307,219	1,076,813	-	-	-	-
Debt Service - Principal - SIB Loan	-	-	325,000	450,715	463,051	3.8
Debt Service - Principal	27,167,778	27,705,281	28,682,962	28,604,261	29,764,283	4.0
Debt Service - Interest - Tax Notes: General Fund	74,570	55,968	-	-	-	-
Debt Service - Interest - SIB Loan	-	-	163,351	180,891	168,555	(7.6)
Debt Service - Interest	13,843,770	13,415,288	14,127,556	12,713,916	12,075,792	(4.5)
Fiscal Agent Fees	13,038	98,742	6,722	14,000	14,000	-
Refunding	20,510,547	7,856,803	20,600,990	-	-	-
Bond Sale Charges	150,990	79,419	194,010	150,000	200,000	25.8
Transfer to Civic Centers	528,565	459,087	448,831	440,306	441,681	0.3
TOTAL EXPENDITURES	\$ 63,596,476	50,747,401	64,549,421	42,554,090	43,127,363	1.3

FUND BALANCE						
Beginning Fund Balance	\$ 3,384,958	4,648,940	7,962,644	7,877,266	5,972,395	(23.9)
Change in Fund Balance	1,263,983	3,313,704	(85,378)	(1,904,870)	(2,305,058)	468.7
ENDING FUND BALANCE	\$ 4,648,940	7,962,644	7,877,266	5,972,395	3,667,338	(29.3)

Debt Service Fund

RATIO OF NET GENERAL BONDED DEBT TO ASSESSED VALUE AND NET BONDED DEBT PER CAPITA

Fiscal Year Ending	Population ⁽¹⁾	Net Assessed Value (Thousands)	Gross Bonded Debt ⁽²⁾	Debt Payable from Other Fund Revenue	Net Bonded Debt	Ratio of Net Bonded Debt to Assessed Value
2012	236,441	12,629,609	988,950,000	830,645,586	158,304,414	1.25%
2013	240,039	13,100,207	983,415,000	818,006,143	165,408,857	1.26%
2014	244,927	13,535,673	981,465,000	813,798,638	167,666,362	1.24%
2015	248,665	14,101,576	1,012,315,000	830,791,914	181,523,086	1.29%
2016	243,736	15,947,988	1,133,066,439	791,380,495	341,685,944	2.14%
2017	252,506	16,841,610	1,047,295,000	780,360,578	266,934,422	1.58%
2018	261,946	17,793,732	1,001,476,000	712,152,900	289,323,100	1.63%
2019	264,385	18,655,937	980,145,000	670,082,735	310,062,265	1.66%
2020	266,859	19,476,298	834,675,000	540,851,235	293,823,765	1.51%
2021	N/A	20,871,692	733,104,285	432,306,746	300,797,539	1.44%

DEBT SERVICE FOR WHICH TAX IS LEVIED

Series	Purpose of Issue	FY 2021-22 Debt Service
2012	Certificates of Obligation	\$ 3,942,300
2012	General Obligation	617,100
2012	Refunding Bonds	1,361,700
2013	Certificates of Obligation	3,364,775
2013	General Obligation	3,927,625
2014	Certificates of Obligation	4,223,250
2014	Refunding Bonds	6,249,500
2015	Certificates of Obligation	8,329,500
2015	Refunding Bonds	14,650,875
2015	Refunding Bonds, Taxable	3,142,292
2016	Certificates of Obligation	8,562,450
2016	Refunding Bonds	2,928,275
2016A	Refunding Bonds	4,546,994
2017	Certificates of Obligation	1,750,000
2017A	Certificates of Obligation	2,136,250
2018A	Certificates of Obligation	2,077,075
2018B	Certificates of Obligation, Taxable	1,050,420
2018	Refunding Bonds	10,488,500
2019	Certificates of Obligation	4,996,450
2019	Refunding Bonds	1,367,388
2019A	Refunding Bonds, Taxable	3,273,688
2020	Certificates of Obligation	521,650
2020	General Obligation	1,006,193
2021	Certificates of Obligation	777,778
2021A	Certificates of Obligation	1,701,895
2018	SIB Loan	631,606
2017	Tax Note	1,766,896
2018	Tax Note	1,846,813
2019	Tax Note	1,271,914
2020	Tax Note	1,788,265
2021	Tax Note	544,900
TOTAL TAX SUPPORTED BONDS⁽⁴⁾		\$ 104,844,316

⁽¹⁾ Source: Census.gov

⁽²⁾ Includes all long-term general obligation debt principal.

⁽³⁾ Projected.

Debt Service Fund

OUTSTANDING DEBT SERVICE PAYMENT - PRINCIPAL & INTEREST									
Fiscal Year	General Obligation				Revenue and		Total	Total	
Ending	Bonds		Tax Notes		Contract	Revenue	Bonds	Principal	Interest
2022	\$ 70,398,051	27,227,477	6,890,000	328,787	23,933,817	14,007,817		101,221,868	41,564,081
2023	68,835,725	24,036,129	6,075,000	215,477	26,738,703	12,893,641		101,649,428	37,145,247
2024	65,868,745	21,194,253	4,885,000	121,717	29,279,801	11,846,090		100,033,546	33,162,060
2025	66,672,122	18,377,815	2,765,000	58,183	26,476,510	10,782,590		95,913,632	29,218,588
2026	62,030,864	15,583,839	1,670,000	24,091	28,954,259	9,769,533		92,655,123	25,377,463
2027	56,094,983	13,061,905	830,000	7,322	29,054,851	8,683,192		85,979,834	21,752,419
2028	52,869,489	10,768,567	195,000	1,268	29,048,226	7,576,059		82,112,715	18,345,894
2029	44,979,391	8,765,289			24,485,816	6,500,281		69,465,207	15,265,570
2030	42,869,701	7,058,527			25,150,754	5,625,518		68,020,455	12,684,045
2031	33,295,431	5,676,161			20,837,121	4,827,525		54,132,552	10,503,686
2032	27,406,590	4,637,896			13,845,000	4,252,974		41,251,590	8,890,870
2033	25,058,193	3,712,202			12,670,000	3,811,470		37,728,193	7,523,672
2034	24,365,000	2,807,080			11,050,000	3,394,758		35,415,000	6,201,838
2035	22,900,000	1,961,390			8,200,000	3,019,013		31,100,000	4,980,403
2036	16,525,000	1,302,324			7,600,000	2,689,490		24,125,000	3,991,814
2037	10,900,000	861,192			7,550,000	2,417,269		18,450,000	3,278,461
2038	8,015,000	532,559			7,820,000	2,143,704		15,835,000	2,676,263
2039	6,895,000	249,600			7,130,000	1,823,556		14,025,000	2,073,156
2040	2,140,000	84,925			5,985,000	1,552,450		8,125,000	1,637,375
2041	1,675,000	25,125			3,060,000	1,346,288		4,735,000	1,371,413
2042					3,210,000	1,194,425		3,210,000	1,194,425
2043					3,370,000	1,035,050		3,370,000	1,035,050
2044					3,530,000	875,825		3,530,000	875,825
2045					3,700,000	708,075		3,700,000	708,075
2046					3,875,000	533,075		3,875,000	533,075
2047					3,965,000	349,400		3,965,000	349,400
2048					3,205,000	160,250		3,205,000	160,250
	\$ 709,794,285	167,924,253	23,310,000	756,844	373,724,859	123,819,317		1,106,829,144	292,500,414

Internal Service Funds Overview

Internal Services Funds are not self-funding and must allocate the costs associated with operating the fund to other City departments. Internal services charges are the costs allocated to the other funds and costs centers for the services provided by the Internal Services Funds

The FY 2021-22 Operating Budget and Capital Program includes the following departments in the Internal Services Fund Section:

- Fleet Services
- Health Benefits
- Information Technology
- Investment Pool
- Print Shop and Warehouse
- Risk Management

The total internal services charges across all funds are \$36.3 million, with \$22.4 million in General Fund. The charges are itemized as seen below:

Charge	Total	% General Fund	% All Other Funds
Technology	\$ 11,107,574	68.8	31.2
Fleet Maintenance	6,159,216	77.6	22.4
Property Insurance	6,168,921	14.4	85.6
Workers Compensation	2,292,533	80.6	19.4
Radio Shop	2,254,684	78.0	22.0
Liability Insurance	3,737,788	69.8	30.2
Fleet Administration	2,985,665	64.0	36.0
Telephone	1,532,445	61.8	38.2
Mail Handling	89,088	49.1	50.9
Total	\$ 36,327,914		

Funding Source Summary by Fund

	Actual	Actual	Actual	Budget	Budget	% Change
INTERNAL SERVICE FUNDS	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Fleet	6,221,391	6,704,664	8,024,873	8,004,921	8,412,638	5.1
Health Benefits	30,718,372	30,961,423	33,275,911	37,528,507	38,366,352	2.2
Information Technology	10,304,490	10,614,809	10,467,898	10,254,003	10,345,330	0.9
Telecommunications	1,980,848	1,761,943	2,017,722	1,509,641	1,543,403	2.2
GIS & Data Services	746,893	873,159	889,577	873,759	952,443	9.0
Radio Shop	2,360,982	2,704,360	2,609,607	2,424,288	2,578,148	6.3
Investment Pool	215,331	155,975	193,775	175,851	200,331	13.9
Print Shop/Warehouse	633,781	646,429	591,454	662,625	676,957	2.2
Risk Management	6,382,275	6,974,490	7,896,325	10,169,351	12,860,475	26.5
TOTAL INTERNAL SERVICE FUNDS	59,564,364	61,397,251	65,967,141	71,602,945	75,936,078	6.1

Appropriation Summary by Fund

	Actual	Actual	Actual	Budget	Budget	% Change
INTERNAL SERVICE FUNDS	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Fleet	5,992,198	6,704,664	8,024,873	8,004,921	8,309,842	3.8
Health Benefits	29,968,063	30,961,423	33,275,911	37,528,507	38,366,352	2.2
Information Technology	8,516,189	10,573,756	9,930,842	10,254,003	10,345,330	0.9
Telecommunications	1,908,994	1,761,943	2,017,722	1,509,641	1,543,403	2.2
GIS & Data Services	709,014	733,416	791,423	873,758	952,443	9.0
Radio Shop	2,221,074	2,208,134	2,202,644	2,354,421	2,452,934	4.2
Investment Pool	167,108	155,975	182,256	175,851	200,331	13.9
Print Shop/Warehouse	633,781	646,429	591,454	662,625	676,957	2.2
Risk Management	6,382,275	6,017,621	7,896,325	10,169,351	12,860,475	26.5
TOTAL INTERNAL SERVICE FUNDS	56,498,697	59,763,362	64,913,448	71,533,077	75,708,067	5.8

Position History by Fund

	Actual	Actual	Actual	Budget	Budget	Change
INTERNAL SERVICE FUNDS	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Fleet	19	20	24	24	24	-
Health Benefits	4	4	4	4	4	-
Information Technology	28	29	29	30	30	-
Telecommunications	2	2	3	3	3	-
GIS & Data Services	10	11	11	11	11	-
Radio Shop	8	8	8	8	8	-
Investment Pool	1	-	-	-	-	-
Print Shop/Warehouse	6	6	6	6	6	-
Risk Management	9	9	6	6	6	-
TOTAL INTERNAL SERVICE FUNDS	87	89	91	92	92	-

Fleet Services

Mission and Purpose

Provide vehicles, equipment, transportation, repairs, maintenance and support in a timely and cost effective manner while maintaining a safe work environment.

Goals and Objectives

- Fleet Operations acts as the primary repair and preventive maintenance facility for heavy duty vehicles, equipment, tire service and minor repairs on light duty vehicles while maintaining a City-wide operational readiness rate of over 90 percent.
- Maintain a vehicle replacement program that evaluates all vehicles to determine replacement eligibility, decreases the overall size of the fleet by re-utilizing vehicles, moving vehicles to auction promptly that are past their useful life, reassigning high mileage vehicles for lower mileage use, and purchasing new vehicles for optimum efficiency.
- Provide cost effective fueling solutions to all City of Lubbock vehicles & equipment.

Accomplishments for FY 2020-21

- Completed the purchase of all new vehicles and equipment for FY 2020-21 in February 2021.
- Maintained a second shift of technicians to further reduce downtime on vehicles and equipment.
- Clarified and updated contracts to include new vendors, resulting in decreased downtime and expanded coverage.
- Completed an auction for surplus vehicles & equipment that were past their useful life, with proceeds of \$255,000.
- Initiated a contract to purchase and stock all hydraulic cylinders for Solid Waste refuse trucks to expedite repairs and reduce downtime.

Objectives for FY 2021-22

- Further clarify contracts for outside vendor repairs which will result in less downtime and further cost savings.
- Continue to expand repairs on light duty vehicles in-house to reduce downtime and provide further cost savings.
- Continue to expand the in-house services we provide for further cost savings.
- Continue to expand tire services to include 24-hour mobile repairs/replacements.
- Complete a City-wide vehicle/equipment inventory audit to ensure all assets are documented properly.
- Complete a City-wide home storage/take home vehicle audit to ensure all policies and procedures are being followed.
- Move all data to our new software program, Manager Plus, to allow detailed reporting of vehicle repairs, maintenance, downtime, and repair costs.

Vehicle Replacement Program Overview

Annually, Fleet Services conducts a review of vehicle replacement requests from City departments. Fleet Services analyzes existing vehicles using life-to-date repair costs, costs for currently needed repairs, as well as condition, mileage, and other guidelines to determine the vehicles that will be replaced. For FY 2021-22, the cost for all replacement and new vehicles total \$10.9 million. Of that amount, \$9.8 million is cash funded and \$1.1 million is funded with tax notes.

Total vehicle purchases in the General Fund are approximately \$9.9 million:

○ Alley Maintenance	\$465,000
○ Animal Services	52,000
○ Building Safety	25,000
○ Codes Administration	117,978
○ Fire Rescue	3,344,000
○ Environmental Health	32,000

Fleet Services

○ Vector Control	60,000
○ Traffic Operations	55,000
○ Parks	166,000
○ Paved Streets	148,000
○ Police	2,848,000
○ Residential Collection	1,473,000
○ Solid Waste Disposal	1,145,000

The total amount of recommended replacement vehicles in the City's Enterprise, Special Revenue, and Internal Service Funds totals approximately \$946,000 thousand.

○ Airport	\$58,000
○ Cemetery	8,000
○ Information Technology Services	30,000
○ Storm Water	111,000
○ Water/Wastewater	739,000

Revenue Overview

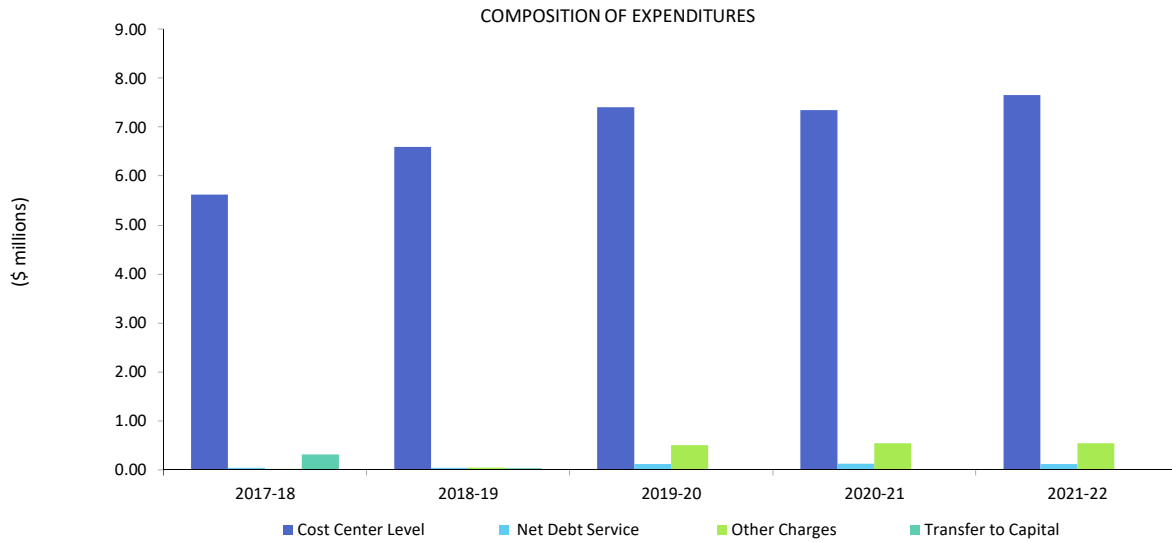
Fleet Services is an Internal Services Fund that allocates operational costs to other City departments. The Fleet internal services charge is based on the number of vehicles in each cost center divided by the total number of City vehicles. The total operational costs for FY 2021-22 are allocated to the cost center based on this calculated percentage.

- Budgeted revenues increased \$430.4 thousand, or 5.4 percent, for FY 2021-22.

Expenditure Overview

- Total expenditures increased by \$304.9 thousand, or 3.8 percent, when compared to FY 2020-21.
- Compensation and Benefits increased \$141.1 thousand, or 9.4 percent, due to an average 4 percent compensation adjustment across all departments; market adjustments for some positions; and increased health insurance costs.
- Supplies increased \$24.8 thousand, or 46.7 percent, due to the rising cost of unleaded and diesel fuel.
- Maintenance increased \$155.3 thousand, or 2.8 percent, due to increasing vehicle maintenance cost.
- Other Charges decreased \$4.5 thousand, or 71.4 percent, due to onetime expense not carried into new fiscal year.
- Scheduled charges decreased \$10.1 thousand, or 5.3 percent, due to decreases in information technology charges and property insurance.

Internal Service Fund - Fleet Services



	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
STAFFING						
Fleet Maintenance	19	20	24	24	24	-
TOTAL STAFFING	19	20	24	24	24	-

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Service Metrics						
City of Lubbock Vehicles in Fleet Inventory (not including Citibus & LP&L)	1,844	1,852	1,885	2,030	2,040	0.5
Fleet Inventory Replaced	34	45	50	61	80	31.1
Percent of Inventory Replaced	1.8%	2.4%	3.0%	3.0%	3.9%	30.0
New Vehicles purchased	37	20	20	-	10	-
Total Vehicles & Equipment purchased	71	65	70	61	90	47.5
Total percentage of fleet inventory purchased	3.9%	3.5%	4.0%	3.0%	4.4%	46.7
Number of Contracts Maintained	42	42	56	57	57	-
City Vehicle Auctions held	3	3	2	1	2	100.0
City Auction Goal	3	3	3	2	2	-
Revenue from City Auctions	469,261	150,000	100,000	255,000	200,000	(21.6)
Preventative Maintenance (PM) Service Goal	600	600	500	500	500	-
Number of PM's performed (Class 4-9)	524	417	490	454	500	10.1
Performance Metrics						
PM's completed within 24 hours	\$ 1	60.0%	60.0%	85.0%	85.0%	-
Work orders completed within 24 hours	\$ 1	57.0%	70.0%	60.0%	70.0%	16.7
PM vs. corrective maintenance	\$ 0	11.0%	10.0%	18.0%	15.0%	(16.7)
Technician productivity	\$ 1	70.0%	75.0%	75.0%	75.0%	-
Fleet availability	\$ 1	95.0%	90.0%	95.0%	95.0%	-
Rework rate	\$ 0	1.0%	1.0%	1.0%	1.0%	-
Quality inspections of work performed	\$ 1	85.0%	85.0%	85.0%	85.0%	-

Internal Service Fund - Fleet Services

FULL-TIME POSITIONS	
Asst Dir Fleet Operations	1
Auction and Warranty Coordinator	1
Bookkeeper	1
Contract Compliance Specialist	1
Director of Telecom/Fleet Services	1
Equipment Technician	8
Equipment Technician Asst	1
Fleet Maintenance Supervisor	1
Fuel and Parts Inventory Coord	1
Lead Administrative Asst	1
Lead Equipment Technician	3
Management Analyst	1
Parts Assistant	1
Service Advisor	1
Support and Acquisition Coordinator	1
TOTAL FULL-TIME POSITIONS	<u>24</u>

Fleet Services - Fund Overview

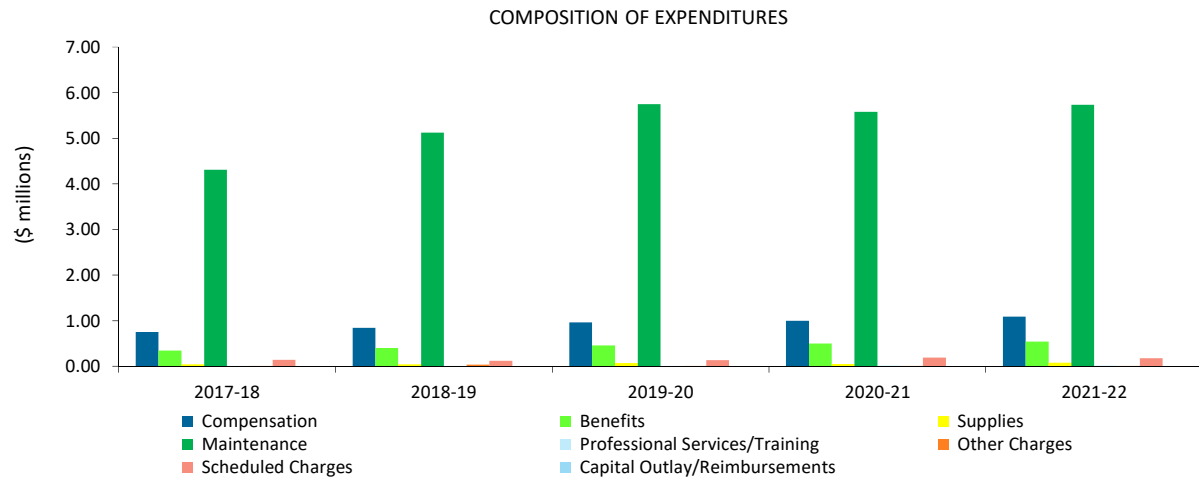
	Actual	Actual	Actual	Budget	Budget	% Change
FUNDING SOURCES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Interest Earnings	\$ 22,923	49,572	47,965	25,311	15,918	(37.1)
Other	1,548	26	61	-	-	-
Junk Sales	3,926	626	6,634	-	-	-
Fleet Vehicle Sales	799,449	36,439	139,403	-	-	-
Maintenance Charges	3,938,017	4,110,230	4,496,307	5,433,389	5,873,204	8.1
Administrative Charges	1,455,528	1,537,360	1,873,874	2,523,516	2,523,516	-
Sales - Diesel Bobtail Loads	679,078	661,592	608,452	-	-	-
Sales - Diesel Transport Loads	1,469,145	1,531,908	1,527,986	2,056,509	2,018,087	(1.9)
Sales - Unleaded Bobtail Loads	167,608	177,643	136,103	-	-	-
Sales - Unleaded Transport Loads	1,760,487	1,919,091	1,933,189	2,028,044	1,957,211	(3.5)
Cost of Goods Sold - Diesel Bobtail Loads	(679,078)	(661,592)	(608,452)	-	-	-
Cost of Goods Sold - Diesel Transport Loads	(1,469,145)	(1,531,908)	(1,527,986)	(2,056,509)	(2,018,087)	(1.9)
Cost of Goods Sold - Unleaded Bobtail Loads	(167,608)	(177,643)	(136,103)	-	-	-
Cost of Goods Sold - Unleaded Transport Loads	(1,760,487)	(1,919,091)	(1,933,189)	(2,028,044)	(1,957,211)	(3.5)
Total Revenue Sources	6,221,391	5,734,253	6,564,243	7,982,216	8,412,638	5.4
Use of Excess Reserves	-	970,411	1,460,630	22,705	-	(100.0)
TOTAL FUNDING SOURCES	\$ 6,221,391	6,704,664	8,024,873	8,004,921	8,412,638	5.1

	Actual	Actual	Actual	Budget	Budget	% Change
DEPARTMENT LEVEL EXPENSES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 756,121	845,122	966,827	996,102	1,093,721	9.8
Benefits	343,627	404,495	461,701	501,170	544,677	8.7
Supplies	44,076	44,734	71,659	53,067	77,835	46.7
Maintenance	4,313,714	5,127,982	5,753,815	5,579,165	5,734,485	2.8
Professional Services/Training	12,213	10,128	8,662	14,920	14,000	(6.2)
Other Charges	4,772	36,653	4,206	6,300	1,800	(71.4)
Scheduled Charges	143,813	121,766	136,716	191,337	181,232	(5.3)
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL DEPARTMENT LEVEL EXPENSES	\$ 5,618,334	6,590,880	7,403,587	7,342,061	7,647,750	4.2

FUND LEVEL EXPENSES	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Net Debt Service	38,924	38,913	118,380	123,416	118,309	(4.1)
Transfer to Vehicle Replacement Fund	-	11,548	14,953	19,200	22,607	17.7
Vehicle/Equipment Debt	18,069	5,251	484,918	520,243	521,176	0.2
Transfer to Fleet Capital Project Fund	313,568	30,000	-	-	-	-
Miscellaneous	3,302	28,072	3,035	-	-	-
TOTAL FUND LEVEL EXPENSES	\$ 373,864	113,784	621,286	662,860	662,092	(0.1)

TOTAL EXPENSES	\$ 5,992,198	6,704,664	8,024,873	8,004,921	8,309,842	3.8
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Fleet Services - Department Overview



EXPENDITURES BY CATEGORY	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 756,121	845,122	966,827	996,102	1,093,721	9.8
Benefits	343,627	404,495	461,701	501,170	544,677	8.7
Supplies	44,076	44,734	71,659	53,067	77,835	46.7
Maintenance	4,313,714	5,127,982	5,753,815	5,579,165	5,734,485	2.8
Professional Services/Training	12,213	10,128	8,662	14,920	14,000	(6.2)
Other Charges	4,772	36,653	4,206	6,300	1,800	(71.4)
Scheduled Charges	143,813	121,766	136,716	191,337	181,232	(5.3)
TOTAL EXPENDITURES BY CATEGORY	\$ 5,618,334	6,590,880	7,403,587	7,342,061	7,647,750	4.2

Health Benefits

Mission and Purpose

The City is concerned for the health, wellness, welfare and safety of its employees and is committed to providing cost-effective, sustainable benefits that assist employees in being physically and mentally healthy.

Overview

The benefits currently offered require employees to assume responsibility for the choices they make and to be informed on how to use their benefits effectively. As part of this philosophy, the City is committed, as resources permit, to making available a comprehensive benefits program that includes plans for:

- Health care (health, dental, vision)
- Wellness
- Disability Income
- Death Benefits
- Education and Training
- Paid time away from work
- Supplemental Benefits (457(b) deferred compensation plans)
- Flexible Spending/Dependent Care accounts

The City may explore other areas of benefits to the extent they fill a need of a major portion of the workforce and to the extent they can be provided cost-effectively and efficiently on a group basis.

The overall administration of the benefits program is re-evaluated and revised periodically to ensure it is simple, efficient, cost-effective and satisfies overall goals.

Since rising health care cost affect both the City and its employees, the City will continue to study new coverage options that help control the cost of providing health care. The benefits program is designed to be cost-effective, for both the short term and the long term.

The cost of administering the benefits program is determined in a realistic fashion and does not vary with short term financial considerations. Employee contributions are required to help finance the cost of parts of the program.

The FY 2021-22 per full time employee departmental cost allocation will increase to \$915.33 per month for the health plan with no change to the dental plan. The FY 2020-21 per full-time employee departmental monthly cost allocation was \$832.12 for the health plan and \$25.05 for the dental plan. Employee and retiree health plan premiums will increase four percent for FY 2021-22.

Goals and Objectives

- Implement a new population health management and wellness program.
- Conduct a Dependent Verification Audit.
- Review new coverage options to help control the rising cost of health care cost.
- Audit vendor-managed plans (annually).
- Provide outstanding customer service to employees and retirees.

Accomplishments for FY 2020-21

- Digitized terminated employee benefit files into Laserfiche.
- Updated the annual enrollment process with an online tutorial and fillable PDF forms.
- Participated in the implementation process for the Kronos leave keeping system.
- Hosted TMRS, IRS, Medicare Supplemental and 457 informational meetings.
- Performed internal audits of vendor-managed plans.
- Changed the level of benefits on the medical plan to cover COVID-19 testing and antibody testing at 100 percent of allowed amount.

Health Benefits

Objectives for FY 2021-2022

- Implement a new population health management and wellness program.
- Conduct a Dependent Verification Audit.
- Explore additional cost containment alternatives for health benefit plans.
- Implement a totally re-designed New Employee Orientation and Annual Enrollment process.

Revenue Overview

The Health Benefits Fund is an Internal Service Fund that operates and administers the City's health benefits program. Internal Service Funds are not self-funding and allocate the costs associated with benefit plans costs to other departments and funds, employees, and retirees.

Each City cost center is charged a medical premium allocation for every filled, full-time position. For FY 2021-22, the rate is increasing from \$832.12 to \$915.33 per employee per month. Employees and retirees enrolled in the plans contribute to the fund. Employees and retirees will see a four percent increase to medical plan rates. The dental allocation charged to departments will remain at \$25.05 per employee per month. Employee and retiree dental rates will not increase.

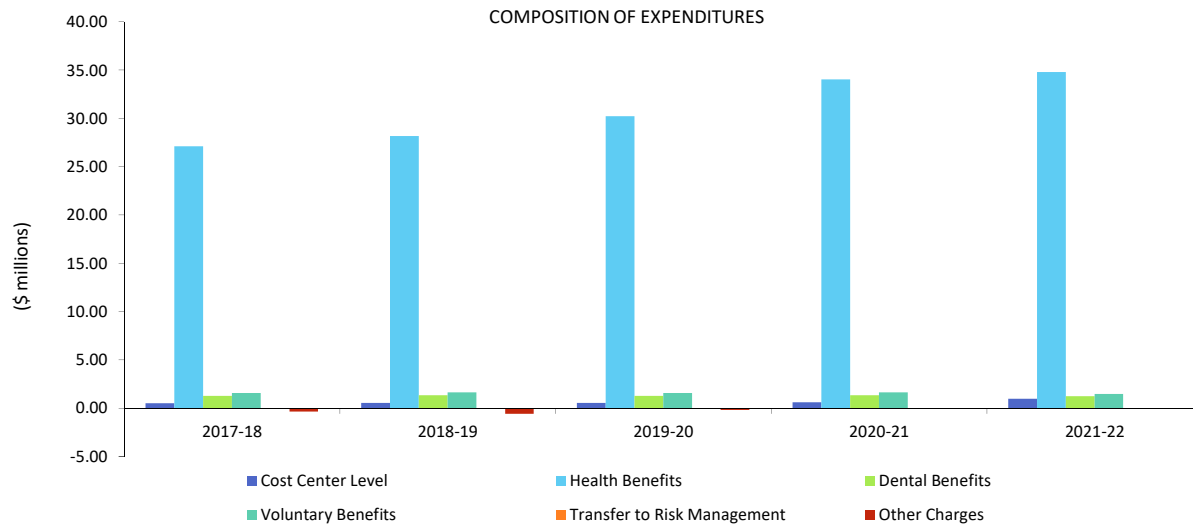
All Voluntary Benefits are 100 percent funded by employee contributions. These benefits include supplemental life, dependent life, accidental death and dismemberment, long term disability, vision, flexible spending and dependent care accounts, and deferred compensation.

- Budgeted revenues increased \$3.4 million, or 10.2 percent for FY 2021-22.
- Revenues to cover medical claims increased \$3.6 million, or 11.9 percent for FY 2021-22.
 - The City's contribution for medical premiums increased \$4.0 million, or 18.6 percent, based on current enrollment and increase to rate.
 - Medical Premiums paid by employees decreased \$274.0 thousand, or 4.5 percent based on current enrollment.
 - Medical Premiums for retirees decreased \$166.8 thousand, or 7.3 percent based on current enrollment.
- Dental Benefits revenue decreased \$22.6 thousand, or 1.5 percent for FY 2021-22. This is due to a decrease in enrollment.
- Voluntary Benefits revenues decreased \$170.5 thousand, or 10.6 percent for FY 2021-22. The cost of these benefits increase or decrease each year depending on rates and volume. All voluntary benefits are funded 100 percent by employee contributions. Revenue projections are based on current enrollment in plan.
- Reserves of \$1.6 million are expected to be used due to expenses exceeding revenue in FY 2021-22.

Expense Overview

- Expenses increased \$837.8 thousand, or 2.2 percent, when compared to FY 2020-21.
- Expenses for Health Administration increased \$372.0 thousand, or 65.2 percent for FY 2021-22, primarily due to funding a new wellness program.
- Health Benefits increased \$744.1 thousand, or 2.2 percent, primarily due to claims increasing.
- Dental Benefits decreased \$101.9 thousand based on estimated claims for FY 2021-22.
- Voluntary Benefits decreased \$176.3 thousand, or 10.9 percent for FY 2021-22. The cost of these benefits increase or decrease each year depending on rates and volume. All voluntary benefits are funded 100 percent by employee contributions. Revenue projections are based on current enrollment in plan.
- Schedule A shows the history of employee and retiree premiums, with and without dependents for both medical and dental coverage.

Internal Service Fund - Health Benefits



	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Budget FY 2020-21	Budget FY 2021-22	Change from Budget
STAFFING						
Self-Insurance Health Admin	4	4	4	4	4	-
TOTAL STAFFING	4	4	4	4	4	-

	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
METRICS/PERFORMANCE MEASURES						
Service Metrics						
Health and welfare awareness programs	11	11	12	12	12	-
Retirements	84	97	92	95	96	1.1
Exit interviews	126	32	110	110	110	-
Annual enrollment meetings one-on-one	537	875	850	800	825	3.1
Employee walk-in consultations	1,455	1,268	1,200	1,200	1,200	-
Phone consultations	2,243	814	1,000	1,800	1,800	-
Performance Metrics						
Retirements processed before the end of the month (Goal 98%)	100.0%	100.0%	100.0%	100.0%	100.0%	-
Exit interviews complete before employee leaves City (Goal 95%)*	100.0%	95.0%	95.0%	95.0%	100.0%	5.3
Annual Enrollment expected participation of 85% with the goal of reaching at least 95% of employees	97.0%	98.0%	95.0%	95.0%	100.0%	5.3
Problems/questions resolved within 3 days (Goal 92%)	95.0%	92.0%	95.0%	95.0%	100.0%	5.3
Wellness Program Participation (Goal 100%*)					80.0%	-
Dependent Verification Audit-Health Insurance Eligibility (100% of eligible dependents)					100.0%	-

*Tracking for Exit interview percentage was being calculated differently. FY 2018-19 is being calculated against terminations less requirements.

FULL-TIME POSITIONS

Benefits and Wellness Manager	1
Benefits Specialist	3
TOTAL FULL-TIME POSITIONS	4

Health Benefits - Fund Overview

Self Insurance - Health Admin.	Actual	Actual	Actual	Budget	Budget	% Change
DEPARTMENT LEVEL EXPENSES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 254,648	264,117	292,442	261,634	271,336	3.7
Benefits	105,027	102,411	109,157	107,958	116,506	7.9
Supplies	6,529	7,447	3,596	4,941	6,228	26.0
Professional Services/Training	85,955	94,800	93,525	102,175	456,191	346.5
Other Charges	428	233	1,556	1,300	100	(92.3)
Premiums / Scheduled Charges	24,524	36,274	19,617	92,885	92,526	(0.4)
TOTAL EXPENSES	\$ 477,111	505,283	519,893	570,893	942,887	65.2

Health Benefits

FUNDING SOURCES						
Interest Earnings	\$ 123,715	366,438	242,318	70,000	75,714	8.2
Medicare Part D	141,466	9,454	12,483	15,000	15,000	-
Medical Premiums - Employees	5,147,253	5,281,356	5,642,494	6,137,331	5,863,331	(4.5)
Medical Premiums - City	19,894,560	19,921,750	20,859,553	21,751,141	25,791,310	18.6
Medical Premiums - Retirees	2,305,758	1,885,782	2,033,337	2,290,401	2,123,597	(7.3)
Basic Life - City Contribution	12,971	13,060	12,920	18,609	14,397	(22.6)
Retiree/COBRA Payments	35,583	58,379	30,242	35,390	40,150	13.5
Miscellaneous	17,306	14,435	964	-	-	-
TOTAL FUNDING SOURCES	\$ 27,678,611	27,550,654	28,834,309	30,317,872	33,923,500	11.9

EXPENSES

Employee Assistance Program	\$ 50,883	58,150	50,938	66,983	67,709	1.1
Supplies	96	-	-	-	-	-
Administration - TPA	490,799	117,906	127,776	(11,486)	(200,295)	1,643.8
Reinsurance	210,830	378,741	383,173	425,510	421,490	(0.9)
Basic Life	13,470	14,065	32,904	12,763	12,840	0.6
Medical Claims	25,442,556	26,706,197	28,701,994	32,414,897	33,560,997	3.5
Health Clinic	891,038	863,727	892,855	1,110,000	900,000	(18.9)
Reinsurance Tax	-	-	-	-	-	-
Miscellaneous Expense	-	46	-	-	-	-
TOTAL EXPENSES	\$ 27,099,672	28,138,832	30,189,640	34,018,667	34,762,741	2.2

Dental Benefits

FUNDING SOURCES						
Dental Premium - Employee	\$ 526,838	601,027	607,986	640,532	605,791	(5.4)
Dental Premium - City	866,238	850,261	651,606	680,258	706,143	3.8
Retiree Dental - (includes COBRA)	156,117	124,417	129,828	138,997	125,259	(9.9)
TOTAL FUNDING SOURCES	\$ 1,549,194	1,575,704	1,389,420	1,459,787	1,437,193	(1.5)

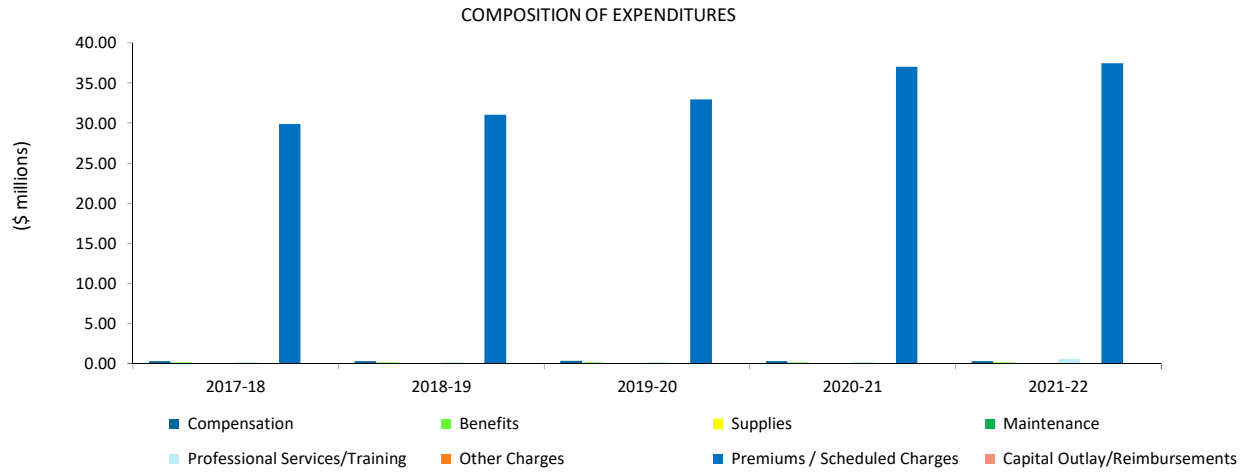
EXPENSES

Administration - TPA	\$ 89,200	101,920	95,994	98,189	100,278	2.1
Claims	1,153,087	1,199,702	1,147,156	1,220,932	1,116,953	(8.5)
TOTAL EXPENSES	\$ 1,242,287	1,301,622	1,243,150	1,319,121	1,217,231	(7.7)

Health Benefits - Fund Overview

Voluntary Benefits	Actual	Actual	Actual	Forecast	Budget	% Change
FUNDING SOURCES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Accident Insurance	\$ -	-	26,877	-	-	-
Cancer Insurance	28,385	25,324	23,022	23,955	20,455	(14.6)
Critical Illness Insurance	-	-	-	-	-	-
Dependent/Child Life Insurance	92,481	90,631	89,120	89,930	86,481	(3.8)
Long Term Disability 180 Day	-	-	-	39,015	36,890	(5.4)
Long Term Disability 90 Day	239,420	250,893	266,676	226,952	231,546	2.0
Optional Life Insurance	571,235	592,931	576,187	622,310	556,806	(10.5)
Personal Accident	75,824	77,630	81,212	119,375	137,171	14.9
Philadelphia Life	5,228	4,560	3,209	3,260	3,001	(7.9)
Pre-paid Legal Insurance	36,904	32,055	28,385	28,450	24,449	(14.1)
Retiree Life	264,537	271,591	271,765	270,538	270,559	0.0
Vision Insurance	176,552	179,751	187,831	190,195	76,135	(60.0)
TOTAL FUNDING SOURCES	\$ 1,490,567	1,525,366	1,554,283	1,613,980	1,443,493	(10.6)
EXPENSES						
Accident Insurance	\$ -	-	28,324	-	-	-
Cancer Insurance	28,385	25,324	23,022	23,955	20,455	(14.6)
Critical Illness Insurance	-	-	-	-	-	-
Dependent/Child Life Insurance	96,125	97,591	89,048	89,930	86,481	(3.8)
Long Term Disability 180 Day	35,267	35,547	38,351	39,015	36,890	(5.4)
Long Term Disability 90 Day	213,299	234,404	228,787	226,952	231,546	2.0
Optional Life Insurance	597,621	643,551	578,805	628,156	556,806	(11.4)
Personal Accident	78,610	83,540	81,315	119,375	137,171	14.9
Philadelphia Life	5,443	4,899	3,184	3,260	3,001	(7.9)
Pre-paid Legal Insurance	36,904	32,063	28,377	28,450	24,449	(14.1)
Retiree Life	264,050	271,104	249,251	270,538	270,559	0.0
Vision Insurance	176,531	179,755	187,826	190,195	76,135	(60.0)
TOTAL EXPENSES	\$ 1,532,234	1,607,778	1,536,290	1,619,826	1,443,493	(10.9)
TOTAL COST CENTER EXPENSES	\$ 30,351,304	31,553,515	33,488,973	37,528,507	38,366,352	2.2
FUND LEVEL EXPENSES						
Transfer to Info Technology Fund	\$ -	-	-	-	-	-
Transfer to Risk Management	-	-	-	-	-	-
Administration - TPA	1,911	9,450	1,707	-	-	-
Miscellaneous	-	-	331	-	-	-
Health Actuary Adjustment	376,304	(302,766)	110,991	-	-	-
Reimbursement-Claims Liability	(761,457)	(298,776)	(326,091)	-	-	-
TOTAL FUND LEVEL EXPENSES	\$ (383,242)	(592,092)	(213,062)	-	-	-
Total Revenue Sources	30,718,372	30,651,724	31,778,013	33,391,639	36,804,186	10.2
Use of Excess Reserves	-	309,699	1,497,898	4,136,868	1,562,166	(62.2)
TOTAL FUNDINGS SOURCES	\$ 30,718,372	30,961,423	33,275,911	37,528,507	38,366,352	2.2
GRAND TOTAL EXPENSES	\$ 29,968,063	30,961,423	33,275,911	37,528,507	38,366,352	2.2

Health Benefits - Department Overview



	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 254,648	264,117	292,442	261,634	271,336	3.7
Benefits	105,027	102,411	109,157	107,958	116,506	7.9
Supplies	6,625	7,447	3,596	4,941	6,228	26.0
Professional Services/Training	136,838	152,950	144,462	169,158	523,900	209.7
Other Charges	428	233	1,556	1,300	100	(92.3)
Premiums / Scheduled Charges	29,847,738	31,026,356	32,937,760	36,983,516	37,448,282	1.3
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL EXPENDITURES BY CATEGORY	\$ 30,351,304	31,553,515	33,488,973	37,528,507	38,366,352	2.2

	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY DEPARTMENT	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Self-Insurance Health Admin	\$ 477,111	505,283	519,893	570,893	942,887	65.2
Self Insurance-Voluntary Products	1,532,234	1,607,778	1,536,290	1,619,826	1,443,493	(10.9)
Self Insurance-Health Benefits	27,099,672	28,138,832	30,189,640	34,018,667	34,762,741	2.2
Self Insurance-Dental Benefits	1,242,287	1,301,622	1,243,150	1,319,121	1,217,231	(7.7)
TOTAL EXPENDITURES BY DEPARTMENT	\$ 30,351,304	31,553,515	33,488,973	37,528,507	38,366,352	2.2

Health Benefits - Department Expenditures

Self-Insurance Health Admin	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 254,648	264,117	292,442	261,634	271,336	3.7
Benefits	105,027	102,411	109,157	107,958	116,506	7.9
Supplies	6,529	7,447	3,596	4,941	6,228	26.0
Professional Services/Training	85,955	94,800	93,525	102,175	456,191	346.5
Other Charges	428	233	1,556	1,300	100	(92.3)
Premiums / Scheduled Charges	24,524	36,274	19,617	92,885	92,526	(0.4)
TOTAL SELF-INSURANCE HEALTH ADMIN	\$ 477,111	505,283	519,893	570,893	942,887	65.2

Self Insurance-Voluntary Products

EXPENDITURES BY CATEGORY						
Premiums / Scheduled Charges	\$ 1,532,234	1,607,778	1,536,290	1,619,826	1,443,493	(10.9)
TOTAL SELF INSURANCE-VOLUNTARY PRODUCTS	\$ 1,532,234	1,607,778	1,536,290	1,619,826	1,443,493	(10.9)

Self Insurance-Health Benefits

EXPENDITURES BY CATEGORY						
Supplies	\$ 96	-	-	-	-	-
Professional Services/Training	50,883	58,150	50,938	66,983	67,709	1.1
Other Charges	-	-	-	-	-	-
Premiums / Scheduled Charges	27,048,693	28,080,682	30,138,703	33,951,684	34,695,032	2.2
TOTAL SELF INSURANCE-HEALTH BENEFITS	\$ 27,099,672	28,138,832	30,189,640	34,018,667	34,762,741	2.2

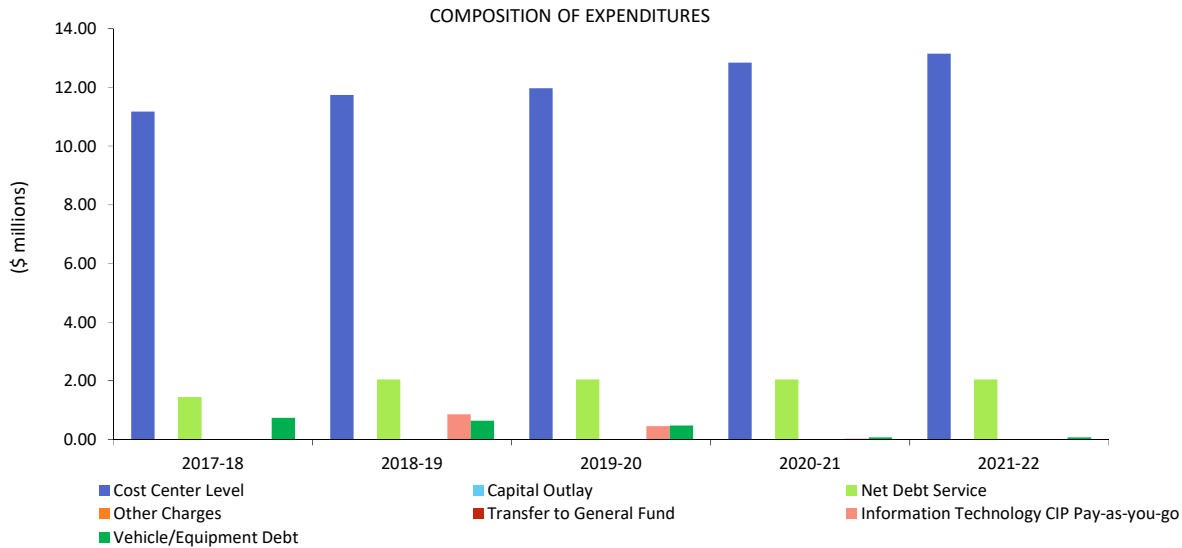
Self Insurance-Dental Benefits

EXPENDITURES BY CATEGORY						
Premiums / Scheduled Charges	\$ 1,242,287	1,301,622	1,243,150	1,319,121	1,217,231	(7.7)
TOTAL SELF INSURANCE-DENTAL BENEFITS	\$ 1,242,287	1,301,622	1,243,150	1,319,121	1,217,231	(7.7)

City of Lubbock, TX
Finance Department
Schedule A
Employee Benefits Contribution Rates

	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22
Active Employees - Health					
Employee Only	20.00	20.00	21.50	21.50	22.36
Employee and Spouse	331.04	331.04	355.87	355.87	370.10
Employee and Children	259.45	259.45	278.91	278.91	290.07
Employee and Family	453.17	453.17	487.16	487.16	506.65
Retirees - Health					
Pre-65 Only	380.21	380.21	408.73	408.73	425.08
Pre-65 and Spouse	722.84	722.84	777.05	777.05	808.13
Pre-65 and Children	637.92	637.92	685.76	685.76	713.19
Pre-65 and Family	867.88	867.88	932.97	932.97	970.29
					-
Post-65 Only	196.25	196.25	210.97	210.97	219.41
Post-65 and Spouse	403.19	403.19	433.43	433.43	450.77
Post-65 and Children	419.85	419.85	619.69	619.69	644.48
Post-65 and Family	586.59	586.59	896.73	896.73	932.60
Active Employees - Dental					
Employee Only	11.25	11.25	11.25	11.25	11.25
Employee and Spouse	27.07	27.07	27.07	27.07	27.07
Employee and Children	23.88	23.88	23.88	23.88	23.88
Employee and Family	39.03	39.03	39.03	39.03	39.03
					-
Retirees - Dental					
					-
Pre-65 Only	23.31	23.31	23.31	23.31	23.31
Pre-65 and Spouse	39.13	39.13	39.13	39.13	39.13
Pre-65 and Children	35.94	35.94	35.94	35.94	35.94
Pre-65 and Family	51.15	51.15	51.15	51.15	51.15

Internal Service Fund - Information Technology



	Actual	Actual	Actual	Budget	Budget	% Change
FUNDING SOURCES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Interest Earnings	\$ 165,754	494,902	358,307	-	-	-
Sale of Equipment	-	-	-	-	-	-
Department Sales Labor & Parts	266,566	376,059	325,735	-	-	-
Radio Maintenance Scheduled Charge	1,987,740	2,021,355	2,073,828	2,424,288	2,578,148	6.3
COGS - Radio Parts	(33,714)	(55,987)	(53,622)	-	-	-
Other Revenue	11,281	539	1,285	-	-	-
General Data Processing Scheduled Charge	10,268,120	10,482,486	10,372,043	10,184,158	10,206,879	0.2
Telephone Scheduled Charge	1,980,848	1,484,212	1,583,213	1,509,641	1,532,445	1.5
Public Information Scheduled Charge	-	-	-	-	-	-
GIS & Database Service Scheduled Charge	746,618	872,974	889,507	873,759	900,695	3.1
Total Revenue Sources	15,393,213	15,676,540	15,550,295	14,991,846	15,218,167	1.5
Use of Excess Reserves	-	-	-	-	75,943	-
TOTAL FUNDING SOURCES	\$ 15,393,213	15,676,540	15,550,295	14,991,846	15,294,110	2.0

	Actual	Actual	Actual	Budget	Budget	% Change
DEPARTMENT LEVEL EXPENSES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 2,488,054	2,704,034	2,737,853	3,122,633	3,256,634	4.3
Benefits	1,036,063	1,078,635	1,100,878	1,317,337	1,381,827	4.9
Supplies	40,253	32,842	39,066	36,893	36,582	(0.8)
Maintenance	4,116,718	4,086,719	4,563,468	5,563,975	5,270,756	(5.3)
Professional Services/Training	288,923	238,909	311,864	238,615	388,675	62.9
Other Charges	2,664,286	2,643,741	2,918,198	1,682,900	1,562,950	(7.1)
Communication / Scheduled Charges	126,446	154,125	104,306	137,643	306,284	122.5
Capital Outlay/Reimbursements	405,135	794,676	191,800	738,250	937,000	26.9
TOTAL DEPARTMENT LEVEL EXPENSES	\$ 11,165,879	11,733,681	11,967,433	12,838,246	13,140,708	2.4

	Actual	Actual	Actual	Budget	Budget	% Change
FUND LEVEL EXPENSES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Capital Outlay	\$ -	-	-	-	-	-
Net Debt Service	1,441,750	2,042,289	2,049,700	2,048,575	2,050,125	0.1
Other Charges	8,949	383	191	-	-	-
Information Technology CIP	-	859,480	450,000	31,750	-	(100.0)
Transfer to Fleet Maintenance CIP	-	-	-	-	30,000	-
Vehicle/Equipment Debt	738,694	641,418	475,306	73,252	73,277	0.0
TOTAL FUND LEVEL EXPENSES	\$ 2,189,392	3,543,570	2,975,197	2,153,577	2,153,402	(0.0)
Compensation Adjustment	-	-	-	-	-	-
TOTAL EXPENSES	\$ 13,355,271	15,277,251	14,942,630	14,991,823	15,294,110	2.0

Internal Service Fund - Information Technology

EXPENDITURES BY DEPARTMENT	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Information Technology	\$ 7,790,959	8,483,366	8,405,668	9,548,787	9,643,602	1.0
Communications	1,908,994	1,761,943	2,017,722	1,509,641	1,543,403	2.2
GIS & Data Services	709,014	733,416	791,423	873,758	952,443	9.0
Radio Shop	756,912	754,955	752,620	906,060	1,001,260	10.5
TOTAL EXPENDITURES BY DEPARTMENT	\$ 11,165,879	11,733,681	11,967,433	12,838,246	13,140,708	2.4

STAFFING	Actual	Actual	Actual	Budget	Budget	Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Information Technology	28	29	29	30	30	-
Communications	2	2	3	3	3	-
GIS & Data Services	10	11	11	11	11	-
Radio Shop	8	8	8	8	8	-
TOTAL STAFFING	48	50	51	52	52	-

Information Technology

Mission and Purpose

To be the technology leader in the local government community, while exceeding the service expectations of our customers (citizens, businesses, visitors, and employees) through the innovative and cost effective application of technology.

Goals and Objectives

- Provide exceptional customer service to our citizens and customers.
- Develop and maintain a secure and reliable digital infrastructure upon which to efficiently conduct city business operations today and in the future.
- Build partnerships with city departments and key stakeholders to improve business processes by thoroughly understanding business needs by planning, implementing, and managing the best information technology solutions available

Accomplishments for FY 2020-21

- Utilized the KnowBe4 training platform to increase cyber security awareness and remain in compliance with HB 3834.
- Migrated 293 cell phones and 448 tablets to AT&T First Net priority service for Public Safety.
- Began providing monthly cyber security tips and updates to our user community in an effort to elevate awareness of cyber security threats.
- Completed replacement of all end of life Windows 7 desktops, laptops and tablets.
- Updated and expanded the access control and security camera systems for the Civic Center.
- Continued the implementation of change management methodologies including the establishment of defined maintenance windows.
- Continued the process of evaluating needs and requirements for the potential replacement of the existing Public Safety CAD and RMS systems.
- Relocated LPL UCSC operations and staff to multiple locations.
- Supported the City's COVID-19 response by:
 - Implementing and supporting Public Health call centers
 - Establishing a Microsoft TEAMS environment for Public Health to increase collaboration with outside agencies.
 - Implemented a secure encrypted email solution for Public Health and other key departments.
- Continued to provide equipment and technical assistance in establishing the Micro Transit Pilot program for Citibus.
- Completed over 90 requests for loaner laptops and tablets to support remote workers.
- Provided VPN network access to an additional 150 users.
- Successfully implemented a pilot remote access program for 150 users.

Objectives for FY 2021-22

- Continued focus on providing high quality customer service and process improvements for our citizens and internal customers.
- Develop and begin implementation of a five-year strategic plan that establishes the technological vision and strategy for the City.
- Provide professional development opportunities for IT staff to ensure IT is up to date with the latest technical developments.
- Continue to support the ongoing technological needs of all City of Lubbock departments.
- Support safe and informed usage of the Internet and all City systems through ongoing cyber security training for all employees.
- Provide ongoing updates and improvements to Storage Area Networks (SAN).
- Provide fast, safe, reliable and redundant Internet service to the City of Lubbock to support its increasing Cloud presence.

Information Technology

- Continue working with Communications and Traffic Engineering to provide provisioning both fiber and wireless links to City facilities to reduce the reliance on unreliable cable modems.
- Continue the implementation of Office 365 cloud-based services.
- Continue the on-going replacement of infrastructure, desktops, storage and servers.

Revenue Overview

The Information Technology Fund is an Internal Service Fund that operates and oversees the following City operations: Telecommunications, Radio Shop, and GIS & Data Services. Internal Service Funds are not self-funding and must allocate the costs associated with operations to other City funds.

The Information Technology Fund charges every City cost center that operates a computer an Information Technology services scheduled charge. Each departments charge is determined by totaling the specific software and personnel charges related to the department, specific charges for wireless data cards, copier charges, an allocation of the vehicle/equipment debt payment, and a base charge which distributes the Information Technology and GIS budgets along with the projected deficit in policy level net assets. The copier charge, vehicle/equipment debt payment, and base charge are allocated based on the number of computers each cost center has.

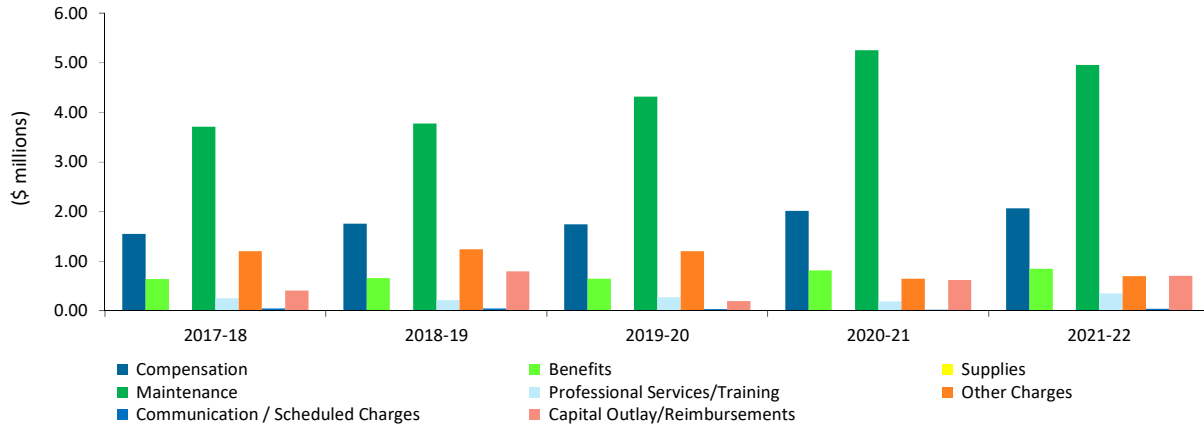
- The Information Technology scheduled charge increased \$22.7 thousand, or 0.2 percent, due to lower computer equipment purchases, offset by higher equipment and software maintenance costs.
- Use of Excess Reserves for FY 2021-22 is \$138.5 thousand. This is an increase of \$68.6 thousand, or 98.2 percent from the prior year.

Expenditure Overview

- Total expenditures increased by \$91.3 thousand, or 0.9 percent, when compared to FY 2020-21.
- Compensation and Benefits increased \$86.4 thousand, or 3.1 percent, due to an average 4 percent compensation adjustment across all departments and higher Medical Insurance expense.
- Maintenance decreased \$299.6 thousand, or 5.7 percent, due to reduced equipment expense, offset by higher vehicle maintenance and software costs.
- Professional Services/Training increased \$161.2 thousand, or 87.2 percent, due to higher contractual services expense.
- Other Charges increased \$50 thousand, or 7.8 percent, due to replacement of Civic Center WIFI and VPN appliance.
- Scheduled Charges increased \$15.1 thousand, or 70.3 percent, due to higher Liability Insurance and Electric expense.
- Capital Outlay/Reimbursements increased \$81.8 thousand, or 13.2 percent, due to replacement of aging core networking and storage equipment.

Information Technology - Department Overview

COMPOSITION OF EXPENDITURES



	Actual	Actual	Actual	Budget	Budget	% Change
FUNDING SOURCES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Interest Earnings	\$ 36,370	131,969	95,855	-	-	-
Sale of Equipment	-	-	-	-	-	-
General Data Processing Scheduled Charge	10,268,120	10,482,486	10,372,043	10,184,158	10,206,879	0.2
Other Revenue	-	354	-	-	-	-
Total Revenue Sources	10,304,490	10,614,809	10,467,898	10,184,158	10,206,879	0.2
Use of Excess Reserves	-	-	-	69,845	138,451	98.2
TOTAL FUNDING SOURCES	\$ 10,304,490	10,614,809	10,467,898	10,254,003	10,345,330	0.9

	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 1,547,998	1,756,239	1,741,007	2,009,263	2,062,774	2.7
Benefits	634,765	657,824	642,364	808,838	841,754	4.1
Supplies	13,105	9,651	14,976	10,921	10,825	(0.9)
Maintenance	3,705,253	3,773,772	4,316,583	5,250,513	4,950,959	(5.7)
Professional Services/Training	247,488	213,521	270,765	184,815	346,025	87.2
Other Charges	1,195,971	1,236,469	1,196,278	644,750	694,750	7.8
Communication / Scheduled Charges	41,243	41,213	31,895	21,437	36,515	70.3
Capital Outlay/Reimbursements	405,135	794,676	191,800	618,250	700,000	13.2
TOTAL EXPENDITURES BY CATEGORY	\$ 7,790,959	8,483,366	8,405,668	9,548,787	9,643,602	1.0

FUND LEVEL EXPENSES						
Capital Outlay	\$ -	-	-	-	-	-
Net Debt Service	-	601,989	605,825	605,075	603,325	(0.3)
Other Charges	8,826	383	191	-	-	-
Transfer to Information Technology CIP	-	859,480	450,000	31,750	-	(100.0)
Transfer to Fleet Maintenance CIP	-	-	-	-	30,000	-
Vehicle/Equipment Debt	716,404	628,538	469,157	68,391	68,403	0.0
TOTAL FUND LEVEL EXPENSES	\$ 725,230	2,090,390	1,525,174	705,216	701,728	(0.5)

TOTAL EXPENSES	\$ 8,516,189	10,573,756	9,930,842	10,254,003	10,345,330	0.9
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	Actual	Actual	Actual	Budget	Budget	Change
STAFFING	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Information Technology	28	29	29	30	30	-
TOTAL STAFFING	28	29	29	30	30	-

Information Technology - Department Overview

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Service Metrics						
Percentage of calls for Service resolved at first contact	-	-	-	25.0%	50.0%	100.0
Percentage of Help Desk Problems closed in 4 hours or less elapsed time	85.0%	84.0%	86.0%	86.0%	90.0%	4.7
Average time to answer Service Desk calls	-	-	-	.42 sec	.10 sec	
Average handle time per Service Desk call	-	-	-	4 min 10 sec	3 min	
Service Desk calls for service abandoned per day	-	-	-	2.81	1.00	(64.4)
Performance Metrics						
Percentage of IT department budget allocated to software and to hardware maintenance	47.0%	47.0%	49.0%	50.0%	48.0%	(4.0)
Service Desk tickets opened			8,294	8,750	10,000	14.3
Service Desk tickets closed			8,067	8,550	9,900	15.8
FULL-TIME POSITIONS						
Administrative Asst	1			IT Contract Compliance Spec		1
Applications Analyst	2			IT Manager		3
Asst Dir Info Technology	1			LAN Support Specialist		1
Enterprise Systems Manager	1			Lead Programmer Analyst		1
End User Support Specialist	4			Lead Software Developer		1
End User Support Tech	3			Senior Information Security Analyst		1
Info Security/Compliance Anyst	1			Sr Programmer Analyst		1
Info Technology Director	1			System Administrator		4
IT Automation Specialist	1			Systems Analyst		2
				TOTAL FULL-TIME POSITIONS		30

GIS and Data Services

Mission and Purpose

Provide quality Geographic Information System (GIS) services by creating and maintaining spatial data and delivering that information to other City departments, organizations, agencies, and citizens through a variety of methods.

Goals and Objectives

- Ensure the quality and data integrity of all GIS data sets with timely and consistent data maintenance to support mapping, permitting, utility billing, asset management, and CAD systems.
- Feature specialized GIS applications for the public on the Transparency page of the City's website and the GIS departmental home page.
- Create and maintain internal mapping and applications that meet the needs of City departments, including field applications and integrations with other software.
- Maintain the official City Base Map as required by ordinance.
- Provide demographic information and assistance for City departments and citizens.
- Offer training and educational opportunities for employees to maintain up-to-date GIS skills.

Accomplishments for FY 2020-21

- Created two-way daily data update exchanges between the GIS and Oracle utility billing systems involving address, premise, and service type data. GIS continued as the City's system of record for addresses.
- Supported Cartegraph asset management system with engineering and public works infrastructure GIS data services that utilized two-way daily data update exchanges.
- Coordinated the 2021 Digital Orthophotography Project for the acquisition of county-wide imagery and LiDAR data and the creation of new contour data.
- Deployed Special Event Operations Solution from Esri for LPD, LFR, and EOC personnel to be able to plan deployment of resources and responses at large scale public events.
- Continued to support the City's Covid-19 Dashboard with daily data updates and maps for the EOC and Health departments and the public.
- Provided GIS support with mapping of barricade, route, incident, and outage locations with web-based applications for EOC activations for weather, sporting, and protest events.
- Created Water/Sewer Taps mapping application for Engineering to assist with infrastructure service tap requests.
- Created Esri Data Hub for public data download of GIS data and internal departmental data hubs to view internal performance measure dashboards and any GIS web-based applications for that group.
- Contributed City GIS data to Esri's Community Maps program in order to update the Esri base maps used in the web-based mapping applications.
- Supported Energov permitting systems with GIS data services for address, parcel, planning, and zoning information and building safety and codes inspector areas.
- Provided monthly code case statistics and PZC and ZBA action summary pages for the City website.
- Continued monthly uploads of data from Lubbock Central Appraisal District into City parcel data.
- Continued support for fire hydrant inspection activities including mobile data collection of hydrant condition and flow tests, processing flow data, and mapping the results for the Fire Department. Provided flow tests results for incorporation into the Cartegraph asset management system.
- Provided demographic support to LMPO, Economic Development, and other City departments.
- Continued support for mosquito surveillance and treatment activities including mobile data collection, workforce assignments, area coverage, and mapping results for Vector Control.
- Provided support for mobile data collection of billboard locations and information by the Planning Department.
- Continued routine GIS data and map updates generated by the development processes of platting, zoning, building permits, engineering plans, including base map, parcel and address creation, engineering infrastructure data creation, and CAD data creation for the Police and Fire departments.
- Continued collection of quarterly Cost of Living survey data for the Finance Department.

GIS and Data Services

Objectives for FY 2021-22

- Continue to respond quickly to changing needs for GIS maps, data, and applications for other City departments.
- Deploy additional Esri GIS solutions as requested by City departments that may include: Public Safety, Neighborhood Planning, Capital Improvement Projects, Engineering, and Economic Development maps and applications.
- Continue to support EOC response activities with GIS mapping and web-based applications.
- Continue to improve and refine GIS data sets.
- Coordinate the Digital Orthophotography project for 2022 imagery acquisition.

Revenue Overview

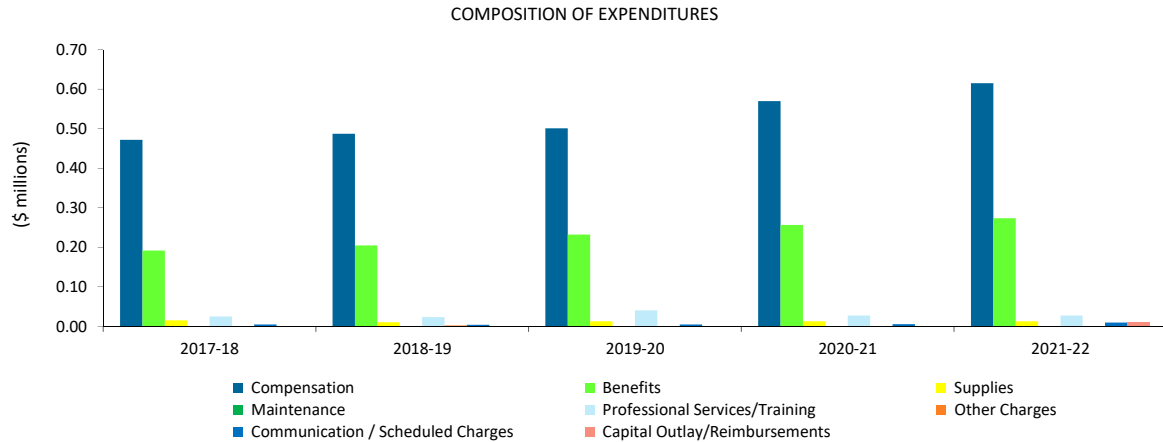
The Information Technology Fund charges GIS by allocating the total GIS budget including vehicle/equipment debt and debt service. The total budget is distributed to the cost centers by totaling the specific software and personnel charges related to the department.

- The GIS & Database Services scheduled charge increased \$26,936, or 3.1 percent.

Expenditure Overview

- Total expenditures increased by \$78.7 thousand, or 9.0 percent, when compared to FY 2020-21.
- Compensation and Benefits increased \$62.6 thousand, or 7.6 percent, due to an average 4 percent compensation adjustment across all departments and higher terminal pay, Medical Insurance, and Social Security expense, offset slightly by lower stability pay, Retirement, Workers Compensation, and Life Insurance costs.
- Scheduled Charges increased \$3.9 thousand, or 65.6 percent, due to higher Liability Insurance costs.
- Capital Outlay/Reimbursements increased \$12 thousand, due to the replacement of a large format color plotter.

GIS & Data Services - Department Overview



	Actual	Actual	Actual	Budget	Budget	% Change
FUNDING SOURCES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
GIS & Database Services Scheduled Charge	\$ 746,618	872,974	889,507	873,759	900,695	3.1
Other Revenue	275	185	70	-	-	-
Total Revenue Sources	746,893	873,159	889,577	873,759	900,695	3.1
Use of Excess Reserves	-	-	-	-	51,748	-
TOTAL FUNDING SOURCES	\$ 746,893	873,159	889,577	873,759	952,443	9.0

	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 472,140	487,525	501,384	570,569	615,999	8.0
Benefits	191,642	205,252	232,156	256,837	273,973	6.7
Supplies	15,658	10,749	12,571	12,541	12,668	1.0
Maintenance	-	-	-	-	-	-
Professional Services/Training	24,726	23,835	40,657	27,650	27,650	-
Other Charges	130	2,009	164	150	200	33.3
Communication / Scheduled Charges	4,717	4,046	4,490	6,011	9,953	65.6
Capital Outlay/Reimbursements	-	-	-	-	12,000	-
TOTAL EXPENDITURES BY CATEGORY	\$ 709,014	733,416	791,423	873,758	952,443	9.0
Compensation Adjustment	-	-	-	-	-	-
TOTAL EXPENSES	\$ 709,014	733,416	791,423	873,758	952,443	9.0

	Actual	Actual	Actual	Budget	Budget	Change
STAFFING	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
GIS & Data Services	10	11	11	11	11	-
TOTAL STAFFING	10	11	11	11	11	-

	Actual	Actual	Actual	Budget	Budget	% Change
METRICS/PERFORMANCE MEASURES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Projected
Percent Address Change Requests processed in 72 hours (Goal 90%)	83.0%	88.2%	96.9%	95.0%	90.0%	(5.3)
Percent Recorded Plats added to Base Map within 72 hours (Goal 90%)	98.0%	96.1%	97.6%	95.0%	90.0%	(5.3)
Percent Water Plans added within 2 weeks of receipt (Goal 90%)	81.0%	97.5%	98.6%	95.0%	90.0%	(5.3)
Percent Sewer Plans added within 2 weeks of receipt (Goal 90%)	84.4%	99.1%	99.1%	95.0%	90.0%	(5.3)
After GIS Go Live May 2020: Percent New Premises sent to utility billing within 24 hours of address assignment	-	-	100.0%	95.0%	90.0%	(5.3)

FULL-TIME POSITIONS	
Director of GIS and Data Services	1
GIS Coordinator	2
GIS Data Analyst	6
GIS Database Administrator	1
GIS Manager	1
TOTAL FULL-TIME POSITIONS	11

Telecommunications

Mission and Purpose

Provide secure, reliable, and responsive enterprise-level technology, communications, and business solutions for citizens and City departments.

Goals and Objectives

- Develop a five-year strategic plan focusing on safety, redundancy, and efficiency.
- Evaluate all software packages for opportunities to minimize ongoing licensing and other costs.
- Evaluate telecommunication providers and services for efficiency and cost control opportunities.
- Maintain systems, end-user equipment and provide support.

Accomplishments for FY 2020-21

- Maintained telecommunications systems.
- Finished Utilities Customer Service department's new Interactive Voice Response system (IVR).
- Finished installing telephones on new Cisco system for LPL Utilities Customer Service, Special Operations, Police Academy, Maggie Trejo, Cooke Plant and Silent Wing Museum.
- Finished installing new Telstrat Recording system to work with new Cisco System.
- Finished COVID-19 Hotline and phones.
- Reduced cost on AT&T Leased lines, by moving them to AT&T IPflex.

Objectives for FY 2021-22

- Maintain telecommunication system.
- Install new Cisco telephones in Fire Stations, Groves Library, Patterson Library, new Police Substations and Community Centers.
- Replace network drops in Fire Stations and Community Centers to install new Cisco phones.
- Look for new ways to communicate between departments and customers.

Revenue Overview

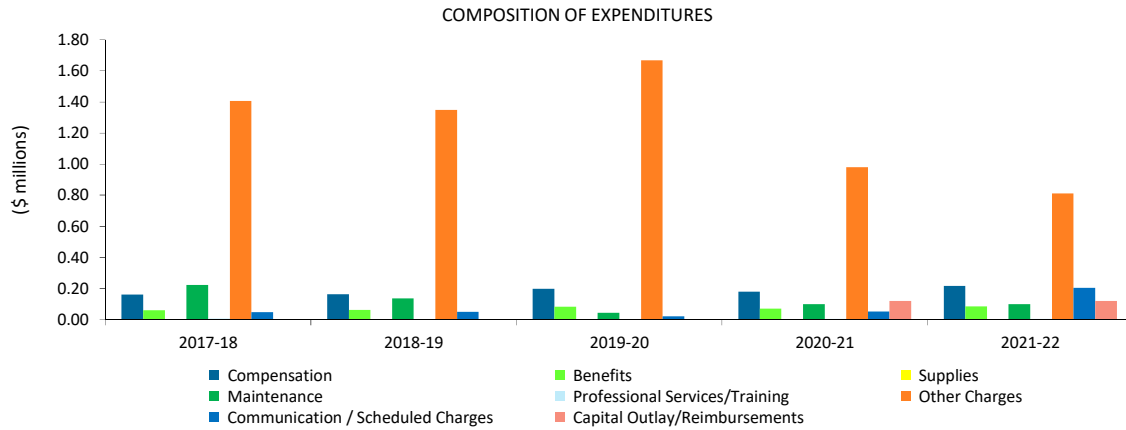
The Information Technology Fund charges a telecommunications scheduled charge to City cost centers that operate a telephone, pager, or cell phone. The charge is determined by taking the total Telecommunications budget and allocating it based on the number of telephone units each cost center has. Some departments also have specific charges that are not utilized by all cost centers. In this instance, the cost of the specific charge is added to the normal scheduled charge for each department.

- The Communications scheduled charge increased \$22,804, or 1.5 percent.

Expenditure Overview

- Total expenditures increased by \$33.8 thousand, or 2.2 percent, when compared to FY 2020-21.
- Compensation and Benefits increased \$51.6 thousand, or 20.6 percent, due to an average 4 percent compensation adjustment across all departments, reclassification of positions, and higher terminal pay and Medical Insurance expense.
- Other Charges decreased \$170.0 thousand, or 17.3 percent, due to cost effect of switching Public Safety to AT&T for wireless devices and disconnecting superfluous circuit lines.
- Communication/Scheduled Charges increased \$152.1 thousand, or 293.0 percent, due to higher Liability Insurance and expanding Cisco phone system to all Fire Stations and other City facilities.

Telecommunications - Department Overview



	Actual	Actual	Actual	Budget	Budget	% Change
FUNDING SOURCES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Telecommunications Scheduled Charge	\$ 1,980,848	1,484,212	1,583,213	1,509,641	1,532,445	1.5
Other Revenue	-	-	-	-	-	-
Total Revenue Sources	1,980,848	1,484,212	1,583,213	1,509,641	1,532,445	1.5
Use of Excess Reserves	-	277,731	434,509	-	10,958	-
TOTAL FUNDING SOURCES	\$ 1,980,848	1,761,943	2,017,722	1,509,641	1,543,403	2.2

	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 162,239	163,388	198,530	179,309	216,406	20.7
Benefits	61,393	62,697	83,890	71,589	86,072	20.2
Supplies	1,397	514	1,269	1,341	1,468	9.5
Maintenance	222,352	135,854	44,658	100,000	100,000	-
Professional Services/Training	7,205	248	95	5,000	5,000	-
Other Charges	1,405,428	1,348,080	1,667,251	980,500	810,500	(17.3)
Communication / Scheduled Charges	48,980	51,162	22,029	51,902	203,957	293.0
Capital Outlay/Reimbursements	-	-	-	120,000	120,000	-
TOTAL EXPENDITURES BY CATEGORY	\$ 1,908,994	1,761,943	2,017,722	1,509,641	1,543,403	2.2
TOTAL EXPENSES	\$ 1,908,994	1,761,943	2,017,722	1,509,641	1,543,403	2.2

	Actual	Actual	Actual	Budget	Budget	Change
STAFFING	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Telecommunications	2	2	3	3	3	-
TOTAL STAFFING	2	2	3	3	3	-

	Actual	Actual	Actual	Projected	Target	% Change
METRICS/PERFORMANCE MEASURES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Projected
Performance Metrics						
Moves Add and Changes Request Closed in 5 business days	82.0%	82.0%	90.0%	91.0%	95.0%	4.4
Requested installs completed within 5 business days	80.0%	80.0%	90.0%	91.0%	95.0%	4.4
Requested repairs completed within 24 hours	86.0%	86.0%	90.0%	91.0%	95.0%	4.4
System Repairs within 24 hours	93.0%	93.0%	93.0%	93.0%	95.0%	2.2

FULL-TIME POSITIONS	
Communications Manager	1
Telecommunication Technician	2
TOTAL FULL-TIME POSITIONS	3

Radio Shop

Mission and Purpose

Provide secure, reliable, and responsive enterprise level technology, communications, and business solutions for the City departments, and the surrounding entities in Lubbock County.

Goals and Objectives

- Maintain operable and compliant radio systems and communication sites for the City departments, Lubbock County, and the support agencies operating in the County.
- Maintain and install all emergency equipment, including lighting, computers, radios, video, sirens, controllers, and docking stations.
- Evaluate all radio needs, software packages, and hardware for effective use by the City departments.
- Maintain end-user communications equipment to aid in avoiding major outages and down time.

Accomplishments for FY 2020-21

- Installed radios in vehicles for several departments.
- Installed LED emergency lighting in various Public Works department vehicles.
- Installed tablet docks in multiple City vehicles.
- Replaced the uninterruptible power supply (UPS) at the North tower site on Municipal drive.
- Closed capital project for the 800 MHz radio system.
- Installed new grounding systems at Sunrise and Sunset tower sites, bringing the sites up to current industry standards for lightning protection.
- Installed new fiber optic cable run at the Sunset Tower site to provide fiber access to the City's network system.
- Assisted the County in the installation of the new County Fire radio paging system.
- Replaced High Intensity Strobe Lighting system on the Sunrise tower with a new, medium intensity LED system. The current high intensity strobe lighting system is 15 years old, and quite expensive to maintain. The FAA has changed the lighting requirements for some support structures and two of the City owned towers qualify to change from high intensity strobe, to medium intensity LED lighting.

Objectives for FY 2021-22

- Upgrade flash codes in the radios. This is an ongoing task, new flash codes are sent out two times per year.
- Install equipment in the new City Public Works vehicles.
- Up-fit of new Police vehicles.
- Upgrade emergency lighting on several LP&L trucks.
- Replace batteries at Sunrise and Sunset tower site with UPS.
- Assist Fire Department in replacing the Zetron Fire Paging Equipment that is at its end of life with a newer Zetron Fire Paging model.
- Work on getting the Radio Communication System on its own network.

Revenue Overview

The Radio Shop Fund charges for radio maintenance by allocating the total Radio Shop budget including vehicle/equipment debt and debt service. The total budget is distributed to the cost centers and outside entities based on the number of radio units.

- The Radio Shop scheduled charge increased \$153.9 thousand, or 6.3 percent.

Expenditure Overview

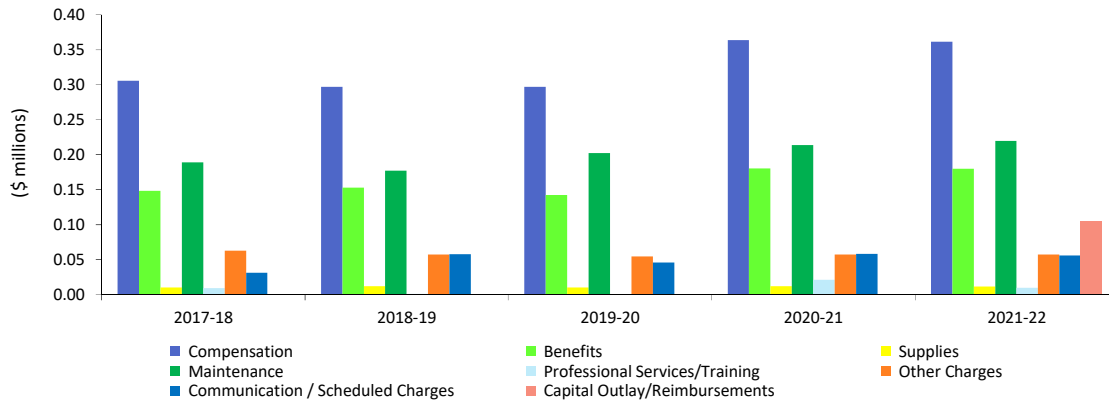
- Total expenditures increased by \$98.5 thousand, or 4.2 percent, when compared to FY 2020-21.
- Compensation and Benefits decreased \$2.1 thousand, or 0.4 percent, due to retirement of a long time employee, offset by an average 4 percent compensation adjustment across all departments and higher Medical Insurance expense.

Radio Shop

- Maintenance increased \$6.3 thousand, or 3.0 percent, due to higher vehicle and communication equipment maintenance expense.
- Professional Services/Training decreased \$11.2 thousand, or 52.7 percent, due to reduced contractual service and training expense, offset slightly by additional professional dues.
- Communication/Scheduled Charges decreased \$2.4 thousand, or 4.2 percent, due to reduced Property Insurance and Electric costs, offset by higher Liability Insurance and Natural Gas expense.
- Capital Outlay/Reimbursements increased \$105 thousand, due to the addition of security equipment for the Radio Shop facility and replacement of generator and transfer switch for the Slide Road radio tower.

Radio Shop - Department Overview

COMPOSITION OF EXPENDITURES



	Actual	Actual	Actual	Budget	Budget	% Change
FUNDING SOURCES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Interest Earnings	\$ 129,383	362,933	262,452	-	-	-
Sale of Equipment	-	-	-	-	-	-
Department Sales Labor & Parts	266,566	376,059	325,735	-	-	-
Radio Maintenance Scheduled Charge	1,987,740	2,021,355	2,073,828	2,424,288	2,578,148	6.3
COGS - Radio Parts	(33,714)	(55,987)	(53,622)	-	-	-
Other Revenue	11,006	-	1,215	-	-	-
Total Revenue Sources	\$ 2,360,982	2,704,360	2,609,607	2,424,288	2,578,148	6.3
Use of Excess Reserves	-	-	-	-	-	-
TOTAL FUNDING SOURCES	\$ 2,360,982	2,704,360	2,609,607	2,424,288	2,578,148	6.3

	Actual	Actual	Actual	Budget	Budget	Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 305,676	296,882	296,933	363,492	361,455	(0.6)
Benefits	148,263	152,861	142,468	180,073	180,028	(0.0)
Supplies	10,092	11,928	10,249	12,090	11,621	(3.9)
Maintenance	189,113	177,092	202,226	213,462	219,797	3.0
Professional Services/Training	9,503	1,305	348	21,150	10,000	(52.7)
Other Charges	62,758	57,182	54,504	57,500	57,500	-
Communication / Scheduled Charges	31,506	57,705	45,892	58,293	55,859	(4.2)
Capital Outlay/Reimbursements	-	-	-	-	105,000	-
TOTAL EXPENDITURES BY CATEGORY	\$ 756,912	754,955	752,620	906,060	1,001,260	10.5

FUND LEVEL EXPENSES						
	Actual	Actual	Actual	Budget	Budget	Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	
Net Debt Service	\$ 1,441,750	1,440,300	1,443,875	1,443,500	1,446,800	0.2
Other Charges	122	1	-	-	-	-
Vehicle/Equipment Debt	22,290	12,879	6,149	4,861	4,874	0.3
TOTAL FUND LEVEL EXPENSES	\$ 1,464,162	1,453,180	1,450,024	1,448,361	1,451,674	0.2
TOTAL EXPENSES	\$ 2,221,074	2,208,134	2,202,644	2,354,421	2,452,934	4.2

	Actual	Actual	Actual	Budget	Budget	Change
STAFFING	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Radio Shop	8	8	8	8	8	-
TOTAL STAFFING	8	8	8	8	8	-

	Actual	Actual	Actual	Projected	Target	% Change
METRICS/PERFORMANCE MEASURES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Projected
Performance Metrics						
Shop Repairs (i.e., Installed Equipment by Radio Shop) within 2 hours	97.0%	95.0%	96.0%	97.0%	97.0%	-
Bench Repairs within 4 hours	96.0%	96.0%	96.0%	96.0%	96.0%	-
Shop Vehicles within 3 days	95.0%	95.0%	96.0%	97.0%	97.0%	-
Radio System Repair within 24 hours	92.0%	90.0%	92.0%	93.0%	94.0%	1.1
Radio System availability	-	-	-	90.0%	97.0%	7.8

Radio Shop - Department Overview

FULL-TIME POSITIONS	
Contract Compliance Specialist	1
Lead Radio Communications Tech	1
Radio Communications Manager	1
Radio Communications Tech I	3
Radio Communications Tech II	1
Sr Technician	1
TOTAL FULL-TIME POSITIONS	<hr/> <hr/> 8



Investment Pool

Mission and Purpose

Invest the City's operating and bond funds in a manner that emphasizes safety, liquidity, and diversity to meet daily cash flow needs, while obtaining the highest investment return possible. The Investment Pool Fund provides the following services:

- Conforms to all state and local statutes governing the investment of public funds.
- Maintains preservation of capital and protection of investment principal.
- Maintains diversification in market sector and maturity to minimize market risk.
- Provides liquidity of funds in a timely manner to meet City obligations.

Goals and Objectives

- Invest City funds according to the Public Funds Investment Act (PFIA).
- Provide return on investment by exceeding the average rate of return of assigned benchmarks with maturity levels comparable to the City's weighted average maturity in days.
- Implement strategies and objectives of the Audit and Investment Committee.

Accomplishments for FY 2020-21

- Critically assessed a multitude of investment options in order to strategically invest over \$145 million in the first 9-months alone.
- Maintained focus on filling out the investment maturity schedule to ensure an average of \$2 million of investments mature every month for five years.
- Currently achieving an overall portfolio return of approximately 60 basis points over current treasury rates through the use of effective investment strategies and portfolio allocation.

Objectives for FY 2021-22

- Continue to monitor the rate environment in order to effectively put excess operating funds in safe, liquid investments that offer advantageous yields.
- Update the City's investment strategy and investment policy to align to the rate environment in which the City expects to operate.
- Monitor bond fund investments in accordance with all SEC and IRS regulations on post-issuance compliance to ensure the City is not in arbitrage risk.

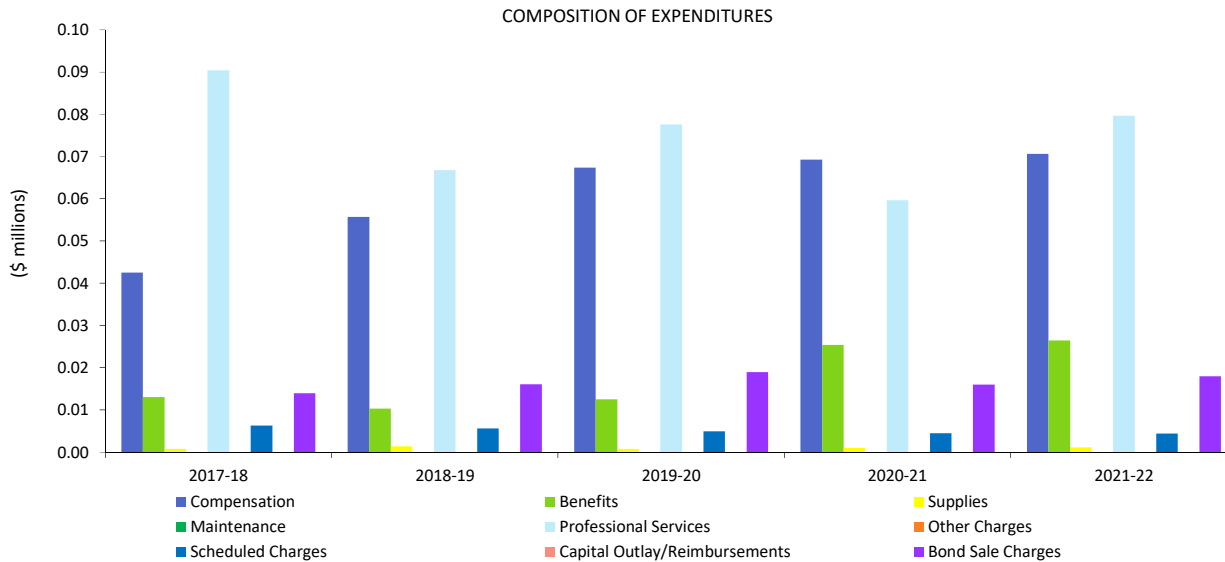
Revenue Overview

- Interest earnings for operating increased \$100 thousand, or 2.3 percent due to current trends in interest rates.
- Interest earnings for bond funds decreased by \$2.8 million, or 93.3 percent due to a decrease in the amount of existing bond funds and cash funding current projects.

Expenditure Overview

- Total expenditures increased by \$24.5 thousand, or 13.9 percent, when compared to FY 2020-21
- Compensation and benefits increased \$2.5 thousand, or 3 percent, due to an average 4 percent compensation adjustment across all departments and increased health insurance cost.
- Professional Services/Training increased \$22 thousand, or 29.1 percent due to increased bank service charges.
- Bond sale charges increased \$2 thousand, or 12.5 percent due to the historic trend of expenses.

Internal Service Fund - Investment Pool



	Actual	Actual	Actual	Budget	Budget	Change
STAFFING	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Investment Pool	1	-	-	-	-	-
TOTAL STAFFING	1	-	-	-	-	-

	Actual	Actual	Actual	Budget	Target	% Change
METRICS/PERFORMANCE MEASURES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Service Metrics						
Total Portfolio (\$ Millions)						
Par Value	593,973,917	615,198,050	624,765,489	611,968,262	620,000,000	1.3
Book Value	594,250,593	615,935,199	626,041,495	613,606,068	622,000,000	1.4
Market Value	591,979,619	617,914,128	630,467,340	617,284,372	625,000,000	1.2
Portfolio Allocation (%)						
Agency (10% allocation target)	9.8%	9.7%	1.2%	2.1%	2.1%	-
Commercial Paper (0-2% allocation target)	0.0%	1.0%	1.7%	1.2%	1.2%	-
Municipal Bond (17.5% allocation target)	11.3%	17.8%	24.4%	34.0%	34.0%	-
Treasury (3.0% allocation target)	0.0%	0.3%	0.0%	0.0%	0.0%	-
Local Government Investment Pools (67.5% allocation target)	76.8%	68.6%	64.0%	60.1%	60.1%	-
Cash/Money Market (1-2% allocation target)	2.0%	2.4%	8.7%	2.6%	2.6%	-
Performance Metrics						
Portfolio Returns (\$ Millions)						
Operating Funds	142,622	365,368	738,420	100,000	100,000	-
Bond Funds	467,739	407,456	40,311	10,000	10,000	-
Portfolio Yield to Maturity (%)						
Operating Funds	2.2%	2.3%	0.8%	1.0%	1.0%	-
Bond Funds	2.0%	2.1%	0.2%	0.0%	0.0%	-
Benchmark Yield to Maturity (%)						
Operating Funds	2.3%	1.8%	0.1%	0.2%	0.2%	-
Bond Funds	2.0%	2.0%	0.1%	0.0%	0.0%	-
Unrealized Gain/(Loss) on Investments (\$ Millions)	(2,270,973)	1,978,929	4,425,845	3,678,304	2,500,000	(32.0)
Performance to Benchmark						
Operating Funds	-29.8%	41.0%	65.5%	84.7%	84.7%	-
Bond Funds	-20.0%	14.0%	7.9%	0.5%	0.5%	-

Investment Pool - Fund Overview

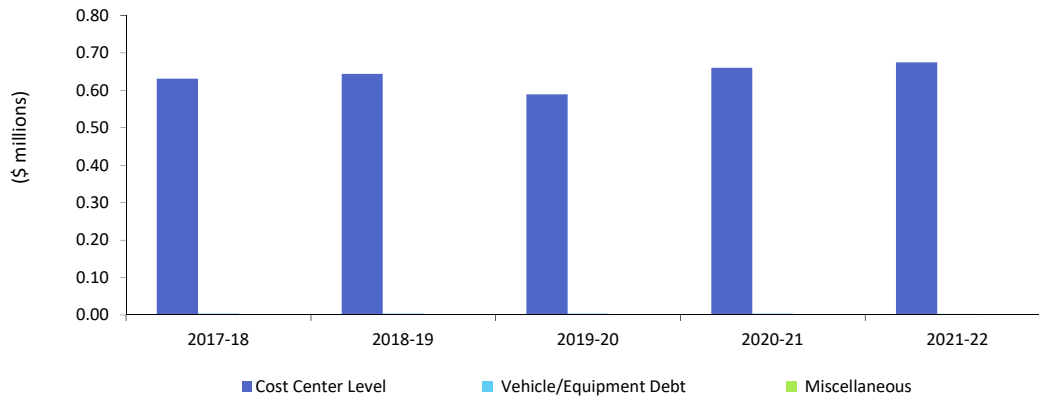
	Actual	Actual	Actual	Budget	Budget	% Change
FUNDING SOURCES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Interest Earnings - Consolidated	\$ 4,879,944	7,965,519	6,431,450	4,300,000	4,400,000	2.3
Interest Earnings - Bond Funds	3,389,506	6,110,026	2,028,694	3,000,000	200,000	(93.3)
Interest Earnings - Allocation	(8,054,119)	(13,962,226)	(8,266,370)	(7,124,149)	(4,399,669)	(38.2)
Total Revenue Sources	215,331	113,319	193,775	175,851	200,331	13.9
Use of Excess Reserves	-	42,656	-	-	-	-
TOTAL FUNDING SOURCES	\$ 215,331	155,975	193,775	175,851	200,331	13.9

FUND LEVEL EXPENSES						
Compensation	\$ 42,506	55,740	67,400	69,251	70,653	2.0
Benefits	13,093	10,348	12,544	25,390	26,444	4.2
Supplies	795	1,386	775	1,041	1,168	12.2
Maintenance	-	-	-	-	-	-
Professional Services/Training	104,401	82,896	96,609	75,656	97,656	29.1
Other Charges	-	-	-	-	-	-
Scheduled Charges	6,313	5,604	4,928	4,513	4,410	(2.3)
Capital Outlay/Reimbursements	-	-	-	-	-	-
Bond Sale Charges	14,000	16,100	19,000	16,000	18,000	12.5
TOTAL FUND LEVEL EXPENSES	\$ 167,108	155,975	182,256	175,851	200,331	13.9
TOTAL EXPENSES	\$ 167,108	155,975	182,256	175,851	200,331	13.9



Internal Service Fund - Print Shop & Warehouse

COMPOSITION OF EXPENDITURES



	Actual	Actual	Actual	Budget	Budget	% Change
FUNDING SOURCES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Interest Earnings	\$ 21,501	54,055	33,860	22,599	13,007	(42.4)
Department Sales General Stores	3,337,961	3,982,730	4,613,153	3,854,177	4,165,200	8.1
COGS General Stores	(3,084,789)	(3,680,992)	(4,262,989)	(3,670,645)	(3,900,000)	6.2
Department Sales Xerox	208,468	205,135	167,708	205,000	213,500	4.1
Department Sales Mailroom Handling Fee	45,662	34,967	83,520	73,715	89,088	20.9
COGS Printing Supplies	(80,370)	(74,828)	(78,254)	(87,008)	(84,500)	(2.9)
Total Revenue Sources	448,434	521,067	557,149	397,838	496,297	24.7
Use of Excess Reserves	185,348	125,362	34,304	264,787	180,660	(31.8)
TOTAL FUNDING SOURCES	\$ 633,781	646,429	591,454	662,625	676,957	2.2

	Actual	Actual	Actual	Budget	Budget	% Change
DEPARTMENT LEVEL EXPENSES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 178,443	183,709	178,775	194,139	205,590	5.9
Benefits	91,002	103,522	100,314	114,836	122,068	6.3
Supplies	137,300	156,345	123,132	158,652	159,362	0.4
Maintenance	17,946	14,189	15,002	15,170	16,612	9.5
Professional Services/Training	2,008	205	599	7,500	1,000	(86.7)
Other Charges	153,140	138,496	111,723	103,907	106,000	2.0
Scheduled Charges	50,627	46,924	50,986	45,383	48,590	7.1
Capital Outlay/Reimbursements	-	-	7,886	20,000	14,710	(26.5)
TOTAL DEPARTMENT LEVEL EXPENSES	\$ 630,467	643,391	588,416	659,587	673,932	2.2

FUND LEVEL EXPENSES	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Vehicle/Equipment Debt	3,038	3,038	3,038	3,038	3,026	(0.4)
Miscellaneous	277	-	-	-	-	-
TOTAL FUND LEVEL EXPENSES	\$ 3,315	3,038	3,038	3,038	3,026	(0.4)
Compensation Adjustment	-	-	-	-	-	-
TOTAL EXPENSES	\$ 633,781	646,429	591,454	662,625	676,957	2.2

	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY DEPARTMENT	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Forecast
Central Warehouse	\$ 370,436	405,860	356,961	419,449	442,916	5.6
Print Shop	263,069	240,568	234,492	243,176	234,042	(3.8)
TOTAL EXPENDITURES BY DEPARTMENT	\$ 633,505	646,429	591,454	662,625	676,957	2.2

	Actual	Actual	Actual	Budget	Budget	Change
STAFFING	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Forecast
Central Warehouse	4	4	4	4	4	-
Print Shop	2	2	2	2	2	-
TOTAL STAFFING	6	6	6	6	6	-

Print Shop

Mission and Services

The Print Shop supports departmental objectives by delivering high quality, cost effective material, quality publications, and timely mailings to City departments and governmental agencies.

The Print Shop provides the following services:

- Printing, copying, and design services for internal departments and other governmental entities, including Lubbock County, Littlefield Sheriffs' office, South Plains Association of Governments, and Wolfforth Fire Department;
- Processes and sorts mail and internal correspondence;
- Acts as a liaison for departments to outside printing agencies to obtain the best pricing for their printing needs.

Goals and Objectives

- Improve and update printing production, processes, and costs to increase sales and encourage departments and governmental entities to utilize services;
- Receive and process daily mail and internal correspondence efficiently; prepare outgoing mail and packages in a timely manner;
- Continue seeking out vendors to work with, government entities that are in need of our services, and innovative ways to save the departments more money;
- Expand services offered to meet the department's needs.

Accomplishments for FY 2020-21

- Provided professional quality print jobs at cost effective pricing to City departments and governmental agencies in a reasonable period;
- Managed all incoming and outgoing mail for City departments in a timely and effective manner;
- Maintained a clean environment for departments to retrieve their mail and packages from;
- Implemented protocols to maintain the safety and health of staff while supporting the other departments.
- Printed projects as needed by staying late or coming in on weekends for the Health Department, Facilities, City Attorney, & Lubbock Economic Recovery Taskforce to help combat the COVID-19 pandemic.

Objectives for FY 2021-22

- Provide professional quality print jobs at cost effective pricing to City departments and outside governmental agencies in a reasonable period utilizing in house and outsourced production;
- Offer more efficient ways of processing the mail internally and externally;
- Expand options offered by the Print Shop to the City by use of new machinery and software.

Revenue Overview

The Print Shop is an Internal Service Fund that provides cost effective printing solutions to City departments and outside governmental agencies as well as mail handling services to City departments. Internal Service Funds are not self-funding and must allocate the costs associated with operations to other departments.

Revenue is collected from individual Print Shop jobs for departments and outside governmental agencies. Charges to departments for print jobs are based on the type and size of the job and are adjusted to account for changes in the cost of goods used.

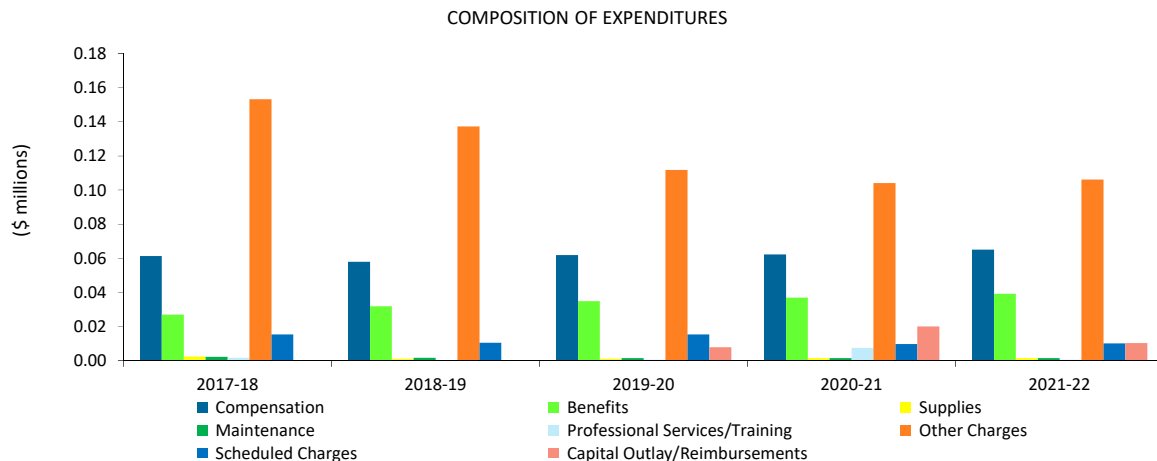
- The cost of postage is a pass-through to City departments so it does not generate additional revenue.
- Print Shop revenue is expected to increase \$25.5 thousand or 13.2 percent, based on current and historical data.
- Print Shop will use excess reserves in the amount of \$15,258 for FY 2021-22.

Print Shop

Expense Overview

- Total expenditures decreased \$9.1 thousand, or 3.8 percent, compared to FY 2020-21.
- Compensation and Benefits increased \$5.1 thousand, or 5.2 percent, due to an average 4 percent compensation adjustment across all departments and increased health insurance costs.
- Professional Services decreased \$7.0 thousand, or 93.3 percent, due to a one time service not being carried into the new fiscal year.
- Other Charges increased \$2.1 thousand, or 2.0 percent, due to an increase in equipment leasing costs.
- Capital Outlay/Reimbursements decreased \$9.8 thousand, or 49 percent, due to one-time equipment purchase in FY 2020-21.

Print Shop - Department Overview



FUNDING SOURCES	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Interest Earnings	\$ 3,639	7,967	3,489	1,572	696	(55.7)
Department Sales Xerox	208,468	205,135	167,708	205,000	213,500	4.1
Department Sales Mailroom Handling Fee	45,662	34,967	83,520	73,715	89,088	20.9
Department Sales Postage Fee	-	-	-	-	-	-
COGS Office Supplies	-	-	-	-	-	-
COGS Printing Supplies	(80,370)	(74,828)	(78,254)	(87,008)	(84,500)	(2.9)
Miscellaneous	-	-	151	-	-	-
Transfer from Risk Management	-	-	-	-	-	-
Total Revenue Sources	177,400	173,241	176,613	193,279	218,784	13.2
Use of Excess Reserves	85,945	67,327	57,879	49,897	15,258	(69.4)
TOTAL FUNDING SOURCES	\$ 263,346	240,568	234,492	243,176	234,042	(3.8)

EXPENDITURES BY CATEGORY	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 61,249	57,902	61,885	62,134	65,006	4.6
Benefits	26,931	31,909	34,754	36,870	39,156	6.2
Supplies	2,423	1,193	1,042	1,480	1,480	-
Maintenance	2,249	1,737	1,420	1,500	1,500	-
Professional Services/Training	1,637	204	525	7,500	500	(93.3)
Other Charges	153,140	137,124	111,723	103,907	106,000	2.0
Scheduled Charges	15,440	10,499	15,258	9,785	10,190	4.1
Capital Outlay/Reimbursements	-	-	7,886	20,000	10,210	(49.0)
TOTAL EXPENDITURES BY CATEGORY	\$ 263,069	240,568	234,492	243,176	234,042	(3.8)

FUND LEVEL EXPENSES						
Miscellaneous	277	-	-	-	-	-
Vehicle/Equipment Debt	-	-	-	-	-	-
TOTAL FUND LEVEL EXPENSES	\$ 277	-	-	-	-	-
TOTAL EXPENSES	\$ 263,346	240,568	234,492	243,176	234,042	(3.8)

STAFFING	Actual	Actual	Actual	Budget	Budget	Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Print Shop	2	2	2	2	2	-
TOTAL STAFFING	2	2	2	2	2	-

Print Shop - Department Overview

METRICS/PERFORMANCE MEASURES	Actual	Actual	Actual	Projected	Target	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Projected
Service Metrics						
Print Jobs Completed	1,204	1,372	1,085	1,300	1,400	7.7
Print Jobs Outsourced	40	64	53	50	40	(20.0)
Total Mail Pieces	182,387	170,163	140,343	150,000	150,000	-
B/W Copies	1,160,630	1,102,863	777,910	1,100,000	900,000	(18.2)
Color Copies	549,961	555,695	355,880	400,000	375,000	(6.3)
Performance Metrics						
Average Project Turnaround Time (days)	3	3	3	3	3	-
Billable Jobs Completed	1,244	1,436	1,138	1,250	1,300	4.0
Percent of Rework	2.0%	0.0%	0.6%	0.0%	0.0%	-
Percent of Out-Sourced Work to In-House Work	3.2%	4.0%	4.4%	3.5%	2.9%	(17.1)
FULL-TIME POSITIONS						
Reprographics Technician	1					
Senior Reprographics Technician	1					
TOTAL FULL-TIME POSITIONS	2					

Central Warehouse

Mission and Purpose

The City of Lubbock Central Warehouse supports departmental needs by delivering high quality, cost effective product to City departments with the highest degree of professionalism and customer service.

The warehouse provides the following services:

- Procurement, receiving and storage of materials needed by City of Lubbock Departments.
- Maintain a level of inventory needed by departments for maintenance and emergency repairs as needed.
- Effective invoicing and warehousing of accurate inventory.

Goals and Objectives

- Provide an acceptable service level of inventory to reduce downtime.
- Provide an atmosphere that is positive to all City of Lubbock departments.
- Assist all departments in obtaining materials needed that are not in inventory.

Accomplishments for FY 2020-21

- The Warehouse and Purchasing Team purchased hand sanitizer, disinfectant wipes and spray from United, Walmart, Dollar Store and where ever we could purchase sanitizing material.
- Bought buckets, towels and concentrate disinfectant to make sanitizing towels.
- Purchased one gallon sprayers with disinfectant to sanitize vans.
- Limit the amount of sanitizing material to provide to all departments.
- Purchased bulk quantities of Lysol Wipes, hand sanitizer, disinfectant spray, alcohol and facial masks for COVID-19 pandemic.
- Purchased bulk quantities of ice melt and cold weather gear during winter storm for departments and City team members.
- Painted office walls and brought in new cubicles and desks (from old City Hall) in office for warehouse team.
- Average time for items ready for invoicing was less than 30 minutes.
- Built new counter in warehouse with plexiglass barrier for safe business operations during pandemic.
- Created specs for new wire needed by LP&L.
- Phase out old material not needed by LP&L.
- New chains and hooks manufactured for easy lifting of water concrete materials.

Objectives for FY 2021-22

- Minimize inventory adjustments with continued cycle counting by communicating the importance of accuracy.
- Inspect and accurately count incoming material and put in proper location within a one hour window for easy location.
- Communicate the importance of safe operation on machinery and safe working practices.
- Remove items no longer used by departments in order to provide an efficient and optimal warehouse storage layout.
- Maintain a clean and safe warehouse and yard area in order to promote a professional logistical operation for all employees, customers and vendors.

Revenue Overview

The warehouse is an Internal Service Fund that provides materials to City departments. Internal Service Funds are not self-funding and must allocate the costs associated with operations to other departments.

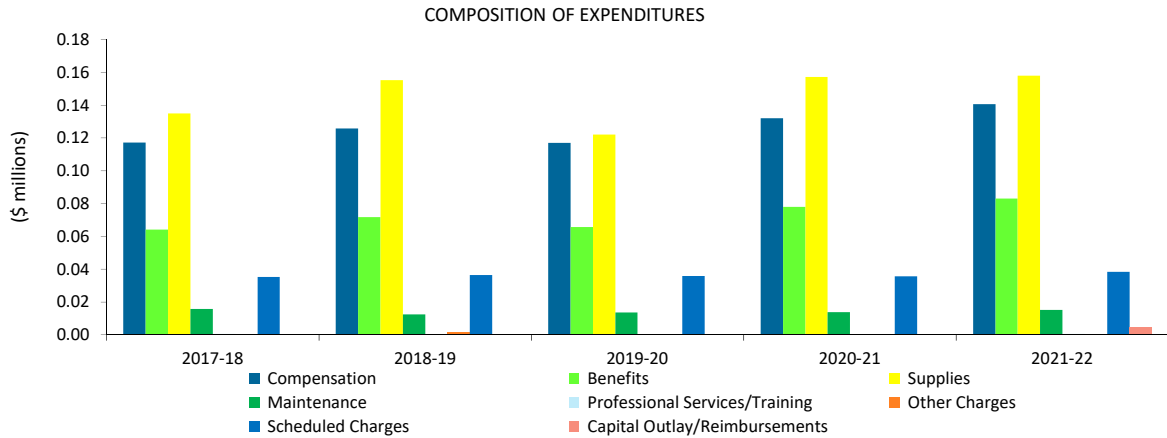
- Warehouse receives revenue equal to 6.8 percent of its cost of goods sold. Sales are expected to increase in FY 2021-22.
- Warehouse total revenue is expected to increase \$73.0 thousand, or 35.7 percent.
- Warehouse will use excess reserves in the amount of \$165.4 thousand for FY 2021-22.

Central Warehouse

Expense Overview

- Total expenditures increased \$23.5 thousand, or 5.6 percent compared to FY 2020-21.
- Compensation and Benefits increased \$13.5 thousand, or 6.4 percent, due to an average 4 percent compensation adjustment across all departments and increased health insurance costs.
- Maintenance increased \$1.4 thousand, or 10.5 percent, due to increased motor vehicle maintenance costs.
- Scheduled Charges increased \$2.8 thousand, or 7.9 percent, due to higher gas utility costs and increased liability insurance.
- Capital Outlay/Reimbursements increased \$4.5 thousand, or 100 percent, due to the replacement of the security system.

Warehouse - Department Overview



	Actual	Actual	Actual	Budget	Budget	% Change
FUNDING SOURCES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Interest Earnings	\$ 17,862	46,088	30,371	21,027	12,311	(41.5)
Department Sales General Stores	3,337,961	3,982,730	4,613,153	3,854,177	4,165,200	8.1
COGS General Stores	(3,084,789)	(3,680,992)	(4,262,989)	(3,670,645)	(3,900,000)	6.2
Total Revenue Sources	271,034	347,825	380,536	204,559	277,511	35.7
Use of Excess Reserves	99,402	58,035	-	214,890	165,405	(23.0)
TOTAL FUNDING SOURCES	\$ 370,436	405,860	380,536	419,449	442,916	5.6

	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 117,194	125,807	116,890	132,005	140,584	6.5
Benefits	64,072	71,613	65,560	77,966	82,912	6.3
Supplies	134,878	155,152	122,089	157,172	157,882	0.5
Maintenance	15,697	12,452	13,582	13,670	15,112	10.5
Professional Services/Training	370	1	74	-	500	-
Other Charges	-	1,372	-	-	-	-
Scheduled Charges	35,187	36,425	35,728	35,598	38,400	7.9
Capital Outlay/Reimbursements	-	-	-	-	4,500	-
TOTAL EXPENDITURES BY CATEGORY	\$ 367,398	402,822	353,923	416,411	439,890	5.6

FUND LEVEL EXPENSES						
	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Vehicle/Equipment Debt	\$ 3,038	3,038	3,038	3,038	3,026	(0.4)
TOTAL FUND LEVEL EXPENSES	\$ 3,038	3,038	3,038	3,038	3,026	(0.4)
Compensation Adjustment	-	-	-	-	-	-
TOTAL EXPENSES	\$ 370,436	405,860	356,961	419,449	442,916	5.6

	Actual	Actual	Actual	Budget	Budget	Change
STAFFING	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Central Warehouse	4	4	4	4	4	-
TOTAL STAFFING	4	4	4	4	4	-

METRICS/PERFORMANCE MEASURES	Actual FY 2017-18	Actual FY 2018-19	Actual FY 2019-20	Projected FY 2020-21	Target FY 2021-22	% Change from Projected
Service Metrics						
Inventory Turnover	2.1	1.2	1.8	1.8	1.8	-
Inventory Items	1,380	1,435	1,630	1,630	1,630	-
Stock Item Value	2,200,000	2,365,233	2,426,206	2,427,826	2,500,000	3.0
Stock Issues	2,800,000	2,547,770	4,249,113	3,732,403	4,000,000	7.2
Material Tickets issued at counter	6,500	5,308	6,187	6,028	6,500	7.8
Material Tickets issued by Work Order	45	30	30	30	30	-
Average Value per Ticket	425.0	435.0	686.7	633.1	650.0	2.7
Performance Metrics						
Percentage of tickets filled upon request	97.0%	100.0%	98.0%	99.0%	99.0%	-
Average Backorder Fill Rate (days)	3	3	3	3	3	-
FULL-TIME POSITIONS						
Bookkeeper	1		Warehouse Supervisor		1	
Inventory Control Specialist	1		Warehouse Worker		1	
			TOTAL FULL-TIME POSITIONS		4	



Risk Management

Mission and Purpose

Risk Management protects and serves City employees, citizens, and visitors by creating, identifying, and coordinating programs and policies that promote a safe and healthy environment.

Overview

The Risk Management Department provides the following services:

- Ensures adequate coverage, through a self-insurance program or commercial insurance, to compensate employees and citizens against accidental loss.
- Manages property, casualty, and workers' compensation coverage on an insured or self-insured basis.
- Provides safety inspections, training consultations, and recommendations on City operations and activities.
- Develops organizational and departmental risk assessments regarding facilities and contracts.
- Creates trend information on organizational and departmental work related injuries, motor vehicle collisions, and liability claims.
- Ensures fair and impartial treatment of citizens and employees who file claims with the City.
- Assists departments with the cost of repairing and replacing wrecked automobiles.
- Administers prompt and personal claim service to citizens who file claims with the City through the addition of an in-house liability claims adjuster.

Goals and Objectives

- Audit and evaluate work sites and public areas to reduce safety and health hazards.
- Monitor the financial stability of the self-insurance risk fund.
- Encourage reduction of work related injuries and lost days through education and assistance to departments.
- Investigate all claims submitted.
- Educate and conduct job specific safety seminars for City employees.
- Transfer risk by requiring vendors and contractors to have adequate insurance coverage.

Accomplishments for FY 2020-21

- Furnished department directors and City Manager with monthly trending data reports.
- Expanded our training practices to include on-site safety toolbox talks in an effort to reduce injuries.
- Created an online risk transfer portal to assist departments with timely purchasing processes.
- Replaced old outdated, unsupported AED units with new units at various City properties.
- Marketed LP&L insurance coverages both bundled and separately in order to obtain best product for the price.
- Provided masks and gloves to field personnel, as well as install temperature scanners in multiple City facilities to protect employees from Coronavirus.
- Registered all City employees who require a commercial driver's license with the Federal Motor Carrier Safety Administration's Clearinghouse as mandated by the U.S. Department of Transportation.

Objectives for FY 2021-22

- Complete revision of the City's Self-Insurance Resolution to include updated processes.
- Update the Internal Control Policies.
- Complete the revision and publication of an organizational Safety/Loss Prevention Plan.
- Continue to build a stronger safety culture through additional training and increased monitoring of facilities/job sites.
- Create and implement a commercial driver license training curriculum to assist new employees in obtaining their commercial driver's license.
- Update Risk related Employee Policies.
- Implement an Incident Review Board.

Risk Management

Revenue Overview

The Risk Management Fund is an Internal Service Fund that exists to reduce risk within the organization and to oversee the City's property, workers' compensation, and liability exposures. The claims and excess premiums for the respective exposures mentioned above are paid by the Risk Management Fund. The Risk Management Fund allocates the costs to other departments and funds based upon type of coverage, loss history, and property values.

The cost for property insurance is allocated to each department based on the percentage of property that it maintains. Some departments have property insurance costs that are specific to that department and that amount is charged only to the affected department. The total revenue for Property Insurance premiums is \$6.2 million for FY 2021-22, an increase of over \$2.3 million over the prior year.

The Liability Insurance Internal Service Charge is calculated by the City's actuary, Glicksman Consulting, LLC. The premium for liability insurance covers general and automobile liability. The actuary uses prior loss history by cost center to determine the appropriate charge as well as prior year payroll costs. The total revenue for Liability Insurance premiums is \$3.8 million for FY 2021-22, or \$1.1 million over FY 2020-21.

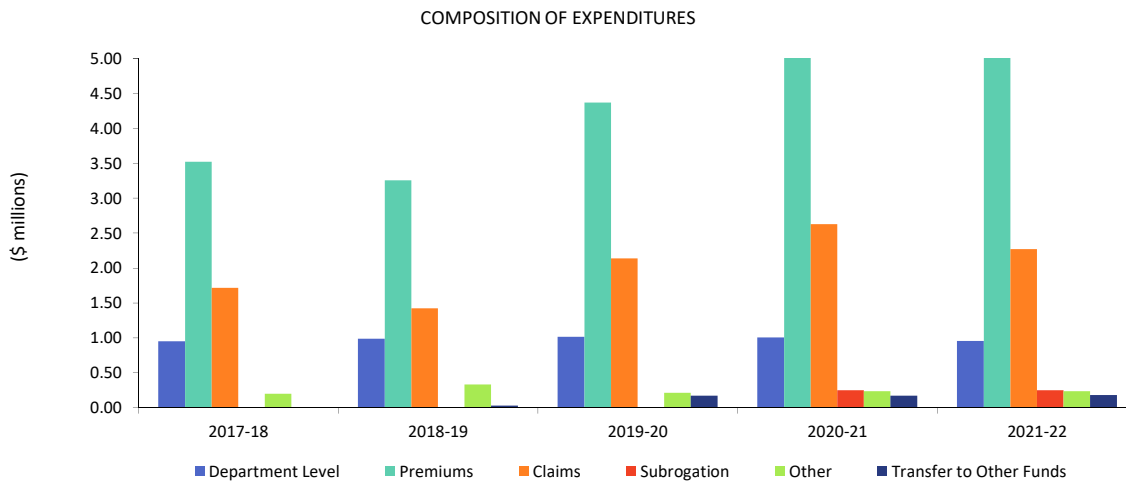
The Workers' Compensation Internal Service Charge is also calculated by the City's actuary, Glicksman Consulting, LLC. The premium for workers' compensation covers no fault insurance for work-related injuries. The actuary uses prior loss history by cost center to determine the appropriate charge as well as prior year payroll costs. The total revenue for Workers' Compensation is approximately \$2.3 million for FY 2021-22.

- Budgeted revenues increased \$3.3 million, or 36.1 percent, for FY 2021-22.
- Premiums collected from the departments for liability and worker's compensation exceed expenses for these individual functions. This will assist in funding Risk Administration. Premiums collected for property are subsidized.
- Use of excess reserves for FY 2021-22 is \$581.5 thousand, a decrease of \$564.7 thousand from the prior year.

Expense Overview

- Budgeted expenses increased \$2.7 million, or 26.5 percent, when compared to FY 2020-21.
- Administration operating expenses decreased \$50.3 thousand or 5.0 percent. Approximately \$31.7 thousand of the decrease is associated with compensation and benefits. Thirty-three percent of the Human Resources Director full time salary is no longer funded from the Risk Fund. There is also a \$27.3 thousand, or 66.7 percent decrease to supplies due to replacing outdated and unsupported AED units in the prior year.
- Property increased by \$2.2 million, or 51.9 percent, due to a substantial increase to property premiums driven by the current market.
- Liability increased by \$677.8 thousand, or 22.1 percent, due to increase in premiums offset by projected general liability claims.
- Workers' Compensation decreased \$55.7 thousand, or 2.8 percent, due to increase to Worker's Compensation premiums offset by decrease to projected Work Comp claims.
- A vehicle/equipment debt payment of \$3,705 is budgeted for this year.
- A transfer to the General Fund of \$178.4 thousand was approved to fund the Organizational Development function in Human Resources.

Internal Service Fund - Risk Management



	Actual	Actual	Actual	Budget	Budget	Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
STAFFING						
Self Insurance-Risk Admin	9	9	6	6	6	-
TOTAL STAFFING	9	9	6	6	6	-

METRICS/PERFORMANCE MEASURES	Actual	Actual	Actual	Projected	Target	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Projected
Service Metrics						
Major Work Site/Facility Inspections	91	434	143	96	350	264.6
Job Site Inspections	886	1,110	139	384	1,000	160.4
On-the-job injuries	322	378	480	396	370	(6.6)
Lost time injuries	36	41	92	65	45	(30.8)
Days lost to injuries	305	319	1,796	2,126	800	(62.4)
Preventable vehicle collisions	150	223	52	75	90	20.0
Liability claims processed	303	397	287	290	280	(3.4)
Subrogation claims processed	146	309	239	358	400	11.7
Performance Metrics						
1st contact for liability claims - within 24 business hours	-	100.0%	100.0%	100.0%	100.0%	-
Investigation period to determine root cause within 7 business days	-	95.0%	95.0%	95.0%	95.0%	-
Bringing injured employees back to light duty w/o surgery, 1 week; w/surgery, 60 days	-	95.0%	95.0%	95.0%	95.0%	-

FULL-TIME POSITIONS	
Claims Adjuster	1
Insurance Specialist	1
Property Claims Adjuster	1
Risk Manager	1
Safety/Loss Prevention Specialist	2
TOTAL FULL-TIME POSITIONS	6

Risk Management - Fund Overview

Self Insurance - Risk Administration	Actual	Actual	Actual	Budget	Budget	% Change
FUNDING SOURCES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Defensive Driving Training	\$ 329	558	339	550	550	-
Transfer from Health Insurance	-	-	-	-	-	-
TOTAL FUNDING SOURCES	\$ 329	558	339	550	550	-

EXPENSES						
Compensation	\$ 531,570	547,467	499,084	524,237	498,671	(4.9)
Benefits	206,843	200,474	171,732	195,756	189,580	(3.2)
Supplies	17,544	24,526	23,081	40,906	13,618	(66.7)
Maintenance	2,498	2,611	5,887	5,561	9,216	65.7
Professional Services/Training	149,157	163,063	281,180	174,427	177,943	2.0
Other Charges	11,618	3,580	4,544	2,050	2,876	40.3
Premiums / Scheduled Charges	30,132	44,198	28,484	61,176	61,953	1.3
TOTAL EXPENSES	\$ 949,363	985,918	1,013,991	1,004,113	953,857	(5.0)

Self Insurance - Property

FUNDING SOURCES						
Interest Earnings	\$ 27,522	78,071	52,929	20,000	15,831	(20.8)
Property Premiums	2,039,185	2,377,480	2,212,744	3,862,192	6,168,921	59.7
TOTAL FUNDING SOURCES	\$ 2,066,707	2,455,551	2,265,673	3,882,192	6,184,752	59.3

EXPENSES						
Premiums	\$ 1,433,657	1,645,043	2,581,369	3,446,449	5,611,656	62.8
Claims	253,294	219,341	1,209,008	722,560	722,560	-
Building Repair	1,273	-	-	-	-	-
Scheduled Charges	77,000	-	-	-	-	-
Miscellaneous	20	20	-	-	-	-
Capital Equipment/Vehicles	117,200	328,047	-	-	-	-
TOTAL EXPENSES	\$ 1,882,444	2,192,450	3,790,378	4,169,009	6,334,216	51.9

Self Insurance - Liability

FUNDING SOURCES						
Interest Earnings	\$ 55,044	156,142	105,858	40,000	31,662	(20.8)
Liability Premiums	1,737,504	1,887,522	1,808,612	2,666,180	3,737,788	40.2
TOTAL FUNDING SOURCES	\$ 1,792,548	2,043,664	1,914,470	2,706,180	3,769,450	39.3

EXPENSES						
Premiums	\$ 603,573	482,204	533,718	1,007,892	1,775,703	76.2
Claims	600,422	536,132	1,206,544	1,557,571	1,412,527	(9.3)
Subrogation Collection	3,449	1,481	862	250,000	250,000	-
Miscellaneous	121	-	-	-	-	-
TOTAL EXPENSES	\$ 1,207,566	1,019,817	1,741,125	2,815,463	3,438,230	22.1

Self Insurance - Workers' Compensation

FUNDING SOURCES						
Interest Earnings	\$ 55,044	156,142	105,858	40,000	31,662	(20.8)
Miscellaneous Recoveries	29,845	235,629	157,947	-	-	-
Workers' Compensation	1,315,390	2,082,944	1,990,397	2,394,162	2,292,533	(4.2)
TOTAL FUNDING SOURCES	\$ 1,400,279	2,474,716	2,254,202	2,434,162	2,324,195	(4.5)

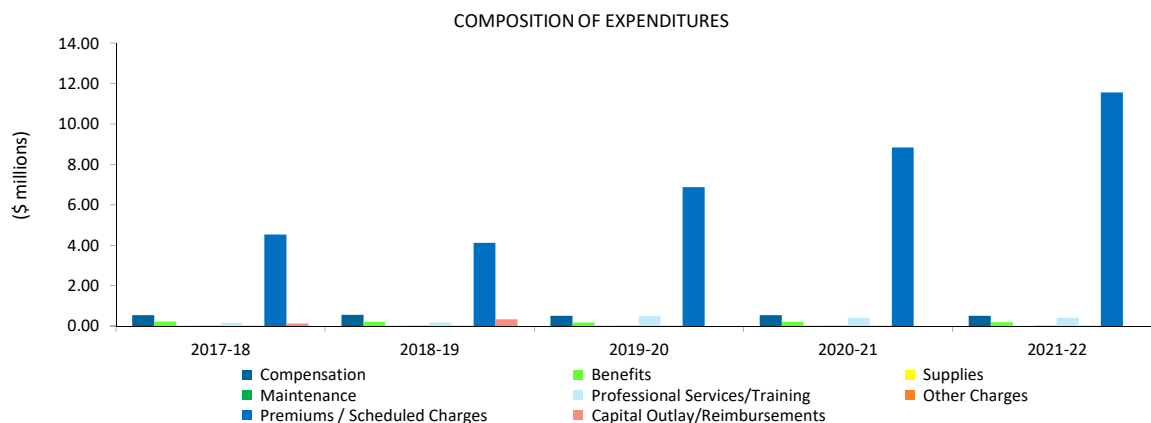
EXPENSES						
Premiums	\$ 1,479,767	1,124,422	1,250,987	1,429,784	1,590,674	11.3
Claims	46,894	52,087	51,419	347,473	130,894	(62.3)
Miscellaneous	-	82	209,400	230,538	230,500	-
TOTAL EXPENSES	\$ 1,526,662	1,176,591	1,511,806	2,007,795	1,952,068	(2.8)

TOTAL COST CENTER EXPENSES	\$ 5,566,034	5,374,777	8,057,299	9,996,380	12,678,370	26.8
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Risk Management - Fund Overview

Self Insurance - Other	Actual	Actual	Actual	Budget	Budget	% Change
FUND LEVEL EXPENSES	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Vehicle/Equipment Debt	\$ 3,688	3,694	3,662	3,671	3,705	0.9
Transfer to Other Funds	-	27,335	169,300	169,300	178,400	5.4
Bene-Auto Actuary Adjustment	153,270	632,326	(78,140)	-	-	-
Bene-Gen Liability Actuary Adjustment	746,568	28,660	(99,550)	-	-	-
Bene-Workers Comp Actuary Adjustment	(87,285)	(49,243)	(156,247)	-	-	-
Miscellaneous	-	72	-	-	-	-
TOTAL FUND LEVEL EXPENSES	\$ 816,241	642,844	(160,975)	172,971	182,105	6.3
Total Revenue Sources	\$ 5,259,863	6,974,490	6,434,684	9,023,084	12,278,947	36.1
Use of Excess Reserves	1,122,413	-	1,461,641	1,146,267	581,529	(49.3)
TOTAL FUNDING SOURCES	\$ 6,382,275	6,974,490	7,896,325	10,169,351	12,860,475	26.5
GRAND TOTAL EXPENSES	\$ 6,382,275	6,017,621	7,896,325	10,169,351	12,860,475	26.5

Risk Management - Department Overview



EXPENDITURES BY CATEGORY	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 531,570	547,467	499,084	524,237	498,671	(4.9)
Benefits	206,843	200,474	171,732	195,756	189,580	(3.2)
Supplies	17,564	24,629	23,081	40,906	13,618	(66.7)
Maintenance	2,498	2,611	5,887	5,561	9,216	65.7
Professional Services/Training	149,278	163,063	490,580	404,965	408,443	0.9
Other Charges	12,891	3,580	4,544	2,050	2,876	40.3
Premiums / Scheduled Charges	4,528,189	4,104,908	6,862,392	8,822,905	11,555,966	31.0
TOTAL EXPENDITURES BY CATEGORY	\$ 5,566,034	5,374,777	8,057,299	9,996,380	12,678,370	26.8

EXPENDITURES BY DEPARTMENT	Actual	Actual	Actual	Budget	Budget	% Change
	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Self Insurance-Risk Admin	\$ 949,363	985,918	1,013,991	1,004,113	953,857	(5.0)
Self Insurance-Property	1,882,444	2,192,450	3,790,378	4,169,009	6,334,215	51.9
Self Insurance-Liability	1,207,566	1,019,817	1,741,125	2,815,463	3,438,230	22.1
Self Insurance-Workers' Comp	1,526,662	1,176,591	1,511,806	2,007,795	1,952,068	(2.8)
TOTAL EXPENDITURES BY DEPARTMENT	\$ 5,566,034	5,374,777	8,057,299	9,996,380	12,678,370	26.8

Risk Management - Department Expenditures

Self Insurance-Risk Admin	Actual	Actual	Actual	Budget	Budget	% Change
EXPENDITURES BY CATEGORY	FY 2017-18	FY 2018-19	FY 2019-20	FY 2020-21	FY 2021-22	from Budget
Compensation	\$ 531,570	547,467	499,084	524,237	498,671	(4.9)
Benefits	206,843	200,474	171,732	195,756	189,580	(3.2)
Supplies	17,544	24,526	23,081	40,906	13,618	(66.7)
Maintenance	2,498	2,611	5,887	5,561	9,216	65.7
Professional Services/Training	149,157	163,063	281,180	174,427	177,943	2.0
Other Charges	11,618	3,580	4,544	2,050	2,876	40.3
Premiums / Scheduled Charges	30,132	44,198	28,484	61,176	61,953	1.3
Capital Outlay/Reimbursements	-	-	-	-	-	-
TOTAL SELF INSURANCE-RISK ADMIN	\$ 949,363	985,918	1,013,991	1,004,113	953,857	(5.0)

Self Insurance-Property

EXPENDITURES BY CATEGORY						
Supplies	\$ 20	20	-	-	-	-
Other Charges	1,273	-	-	-	-	-
Premiums / Scheduled Charges	1,763,951	1,864,383	3,790,378	4,169,009	6,334,215	51.9
Capital Outlay/Reimbursements	117,200	328,047	-	-	-	-
TOTAL SELF INSURANCE-PROPERTY	\$ 1,882,444	2,192,450	3,790,378	4,169,009	6,334,215	51.9

Self Insurance-Liability

EXPENDITURES BY CATEGORY						
Professional Services/Training	\$ 121	-	-	-	-	-
Premiums / Scheduled Charges	1,207,445	1,019,817	1,741,125	2,815,463	3,438,230	22.1
TOTAL SELF INSURANCE-LIABILITY	\$ 1,207,566	1,019,817	1,741,125	2,815,463	3,438,230	22.1

Self Insurance-Workers' Comp

EXPENDITURES BY CATEGORY						
Supplies	\$ -	82	-	-	-	-
Professional Services/Training	-	-	209,400	230,538	230,500	(0.0)
Premiums / Scheduled Charges	1,526,662	1,176,509	1,302,406	1,777,257	1,721,568	(3.1)
TOTAL SELF INSURANCE-WORKERS' COMP	\$ 1,526,662	1,176,591	1,511,806	2,007,795	1,952,068	(2.8)



Internal Service Funds Capital Program

Internal Service Funds have nine active capital projects with appropriation of \$7.5 million. An additional \$4.0 million is included in FY 2021-22 for the following project:

- Public Safety CAD, Mobile, and RMS Software, \$4.0 million

Seven new projects are being added for FY 2021-22 with anticipated costs totaling \$10.8 million.

- General Fund Vehicle Replacement FY 21-22, \$2.9 million
- General Fund Vehicle Replacement FY 21-22 - ARPA, \$5.9 million
- Solid Waste Vehicle Replacement FY 21-22 Tax Notes, \$1.1 million
- Cemetery Fund Vehicle Replacement FY 21-22, \$8.0 thousand
- Water/Wastewater Vehicle Replacement FY 21-22, \$739.0 thousand
- Storm Water Vehicle Replacement FY 21-22, \$111.0 thousand
- IT Vehicle Replacement FY 21-22, \$30.0 thousand

The funding sources for the FY 2021-22 appropriations are:

- Cash funding of \$3.8 million
- Tax Notes funding of \$5.1 million
- American Rescue Plan Act Funding of \$5.9 million

A full description of the projects follows this overview.



Internal Services

Appropriation Summary

Project Name	Appropriation to Date	Unappropriated Planning Years						Total Appropriation
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
8646 Public Safety CAD, Mobile, and RMS Software	100,000	4,000,000	0	0	0	0	0	4,100,000
92329 Codes and Env. Health Software Replacement	280,000	0	0	0	0	0	0	280,000
92545 Fleet Vehicle Replacement FY 17-18	313,568	0	0	0	0	0	0	313,568
92572 Municipal Hill Car Wash FY 18-19	250,000	0	0	0	0	0	0	250,000
92578 Enterprise Resource Planning System	2,500,000	0	0	0	0	0	0	2,500,000
92676 General Fund Vehicle Replacement FY 20-21	1,755,000	0	0	0	0	0	0	1,755,000
92677 Water/Wastewater Vehicle Replacement FY 20-21	672,000	0	0	0	0	0	0	672,000
92678 Storm Water Vehicle Replacement FY 20-21	310,000	0	0	0	0	0	0	310,000
92679 Solid Waste Vehicle Replacement FY 20-21 Tax Notes	1,290,000	0	0	0	0	0	0	1,290,000
92720 General Fund Vehicle Replacement FY 21-22	0	2,902,978	0	0	0	0	0	2,902,978
92721 Solid Waste Vehicle Replacement FY 21-22 Tax Notes	0	1,100,000	0	0	0	0	0	1,100,000
92722 General Fund Vehicle Replacement FY 21-22 - ARPA	0	5,928,000	0	0	0	0	0	5,928,000
92723 Cemetery Fund Vehicle Replacement FY 21-22	0	8,000	0	0	0	0	0	8,000
92724 Water/Wastewater Vehicle Replacement FY 21-22	0	739,000	0	0	0	0	0	739,000
92725 Storm Water Vehicle Replacement FY 21-22	0	111,000	0	0	0	0	0	111,000
92726 IT Vehicle Replacement FY 21-22	0	30,000	0	0	0	0	0	30,000
Total Internal Services	7,470,568	14,818,978	0	0	0	0	0	22,289,546

Internal Services

Funding Summary

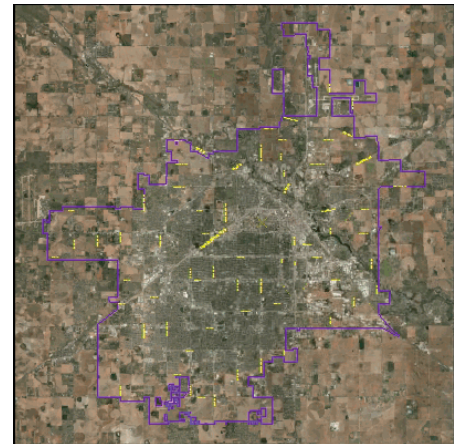
Funding Source	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
American Rescue Plan Act Funding	0	5,928,000	0	0	0	0	0	5,928,000
FY 2014 General Fund Cash	250,000	0	0	0	0	0	0	250,000
FY 2018 Fleet Cash	313,568	0	0	0	0	0	0	313,568
FY 2019 Information Technology Cash	859,480	0	0	0	0	0	0	859,480
FY 2019 Tax Supported Revenue CO's	250,000	0	0	0	0	0	0	250,000
FY 2020 Information Technology Cash	100,000	0	0	0	0	0	0	100,000
FY 2020 Tax Notes	1,250,000	0	0	0	0	0	0	1,250,000
FY 2021 General Fund Cash	1,755,000	0	0	0	0	0	0	1,755,000
FY 2021 General Fund Tax Notes	1,290,000	0	0	0	0	0	0	1,290,000
FY 2021 Information Technology Cash	30,000	0	0	0	0	0	0	30,000
FY 2021 Storm Water Cash	310,000	0	0	0	0	0	0	310,000
FY 2021 Water/Wastewater Cash	672,000	0	0	0	0	0	0	672,000
FY 2022 Cemetery Cash	0	8,000	0	0	0	0	0	8,000
FY 2022 General Fund Cash	0	2,902,978	0	0	0	0	0	2,902,978
FY 2022 General Fund Tax Notes	0	5,100,000	0	0	0	0	0	5,100,000
FY 2022 Information Technology Cash	0	30,000	0	0	0	0	0	30,000
FY 2022 Storm Water Cash	0	111,000	0	0	0	0	0	111,000
FY 2022 Water/Wastewater Cash	0	739,000	0	0	0	0	0	739,000
Health Fund Cash	303,020	0	0	0	0	0	0	303,020
Information Technology Cash	87,500	0	0	0	0	0	0	87,500
Total Internal Services	7,470,568	14,818,978	0	0	0	0	0	22,289,546

Managing Department **Police Administration**

Project Manager **James Brown**

Project Classification **Master Plans/Studies**

Project Status **Approved**



Project Scope

This IT Department will conduct a study in order to determine the best software that will be the most compatible for the Police and Fire Departments.

Project Justification

The current CAD, mobile, and RMS software being utilized by the Police Department is outdated and will no longer be supported in the near future.

Project History

\$100,000 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-00129, October 1, 2019.
 \$4,000,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	100,000	4,000,000	0	0	0	0	0	4,100,000
Total Project Appropriation	100,000	4,000,000	0	0	0	0	0	4,100,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2020 Information Technology Cash	100,000	0	0	0	0	0	0	100,000
FY 2022 General Fund Tax Notes	0	4,000,000	0	0	0	0	0	4,000,000
Total Funding Sources	100,000	4,000,000	0	0	0	0	0	4,100,000

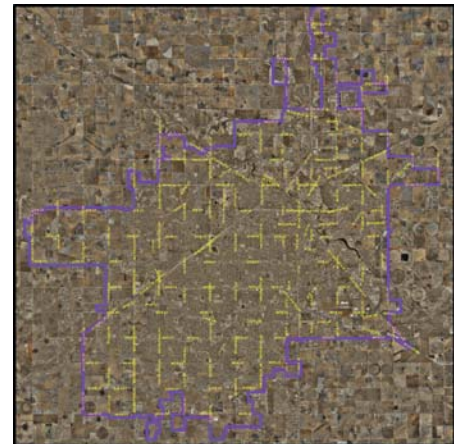
Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department GIS & Data Services

Project Manager James Brown

Project Classification Administrative

Project Status Approved



Project Scope

The Hedgehog Application Suite includes an integrated set of applications:
 Hedgehog: The robust environmental health data management engine designed to manage all regulated programs and corresponding processes in a single database. Hedgehog is a smart client application designed on the Microsoft .NET Framework and supported on a Microsoft SQL Server database platform. Hedgehog is equipped with flexible configuration tools that eliminate the need for costly customization and will operate in the field on tablet PCs in either a wireless or a disconnected state.
 Hedgehog Disclosure Site: The public-facing website that allows members of the public to search for facilities on a map and view the latest inspection results, enforcement actions and closures. Our Disclosure Site integrates seamlessly with the Hedgehog database and is included in the annual license and support fees.
 Hedgehog Portal: The web-based data sharing framework that will allow your agency to offer online services to regulated businesses. With the Portal, regulated businesses can pay fees online, submit online applications for review and approval, and more. The Portal is an optional, additionally licensed component that is currently under development and targeted for completion by June 30, 2020.

FY 2020-21: Funding being used for new Hedgerow Software/Hedgehog Expanded Level Request for Environmental Health.

Project Justification

The Decade Envision software used by Codes Enforcement and Environmental Health, installed in 1999, is at the end of its technological life. The product does not provide mobile inspection capabilities or meaningful management reporting needed by both departments.

Project History

FY 2018-19: Installation and implementation of Energov is completed.

\$250,000 was appropriated in the FY 2013-14 Budget, Ord. No. 2013-00087, September 10, 2013.

\$30,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-00123, October 1, 2020.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	280,000	0	0	0	0	0	0	280,000
Total Project Appropriation	280,000	0	0	0	0	0	0	280,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2014 General Fund Cash	250,000	0	0	0	0	0	0	250,000
FY 2021 Information Technology Cash	30,000	0	0	0	0	0	0	30,000
Total Funding Sources	280,000	0	0	0	0	0	0	280,000

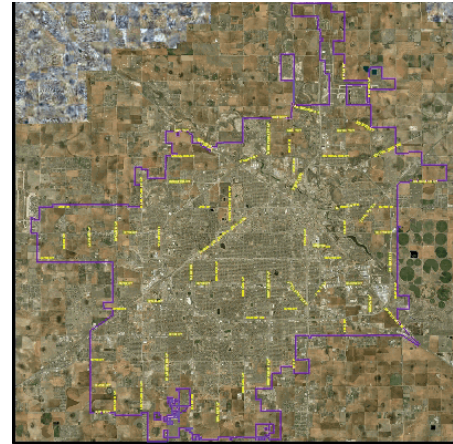
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Information Technology	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Fleet Maintenance**

Project Manager **Billy Taylor**

Project Classification **New Equipment/Fleet**

Project Status **Approved**



Project Scope

This project is for the annual vehicle and equipment purchases for Fleet Fund.

3/4 Ton Pickup outfitted for tire service - 48,000

Tire Machine and Balancer - 18,000

(23) Refurbish Crown Victorias and (1) Tahoe for Police Department - 187,409

Vehicle Lift - 60,159

Project Justification

Purchase of vehicles and equipment for Fleet Department.

Project History

\$313,568 was appropriated in the FY 2017-18 Budget, Ord. No. 2017-00111, October 1, 2017.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	313,568	0	0	0	0	0	0	313,568
Total Project Appropriation	313,568	0	0	0	0	0	0	313,568

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2018 Fleet Cash	313,568	0	0	0	0	0	0	313,568
Total Funding Sources	313,568	0	0	0	0	0	0	313,568

<i>Operating Budget Impact</i>	Unappropriated Planning Years							Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27		
No Impact Anticipated	0	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0	0

Managing Department **Fleet Maintenance**

Project Manager **Billy Taylor**

Project Classification **New Facility**

Project Status **Approved**



Project Scope

Construction of an automated car wash for light duty vehicles at the Municipal Hill fuel site, including site preparation, concrete slab, plumbing, electrical, sewage, facility, and a functional soft touch car wash capable of washing one vehicle every 60 seconds. Fleet staff will monitor and maintain the car wash with current staff.

Project Justification

The City of Lubbock has a current contract with a local vendor for light duty car washing services. An average of \$200 thousand is spent on this service annually. By constructing and maintaining a car wash at the Municipal Hill fuel site, the City will see a Return on investment (ROI) in 2-3 years and the facilities life span is estimated at 10 years.

Project History

The City of Lubbock has used contracts for car wash services for many years. By constructing a car wash at the Municipal Hill fuel site, we will be able to maintain the site and reduce the annual cost by 80-90 percent.

\$250,000 was appropriated in the FY 2018-19 Budget, Ord. No. 2018-00109, October 1, 2018.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Construction	250,000	0	0	0	0	0	0	250,000
Total Project Appropriation	250,000	0	0	0	0	0	0	250,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2019 Tax Supported Revenue CO's	250,000	0	0	0	0	0	0	250,000
Total Funding Sources	250,000	0	0	0	0	0	0	250,000

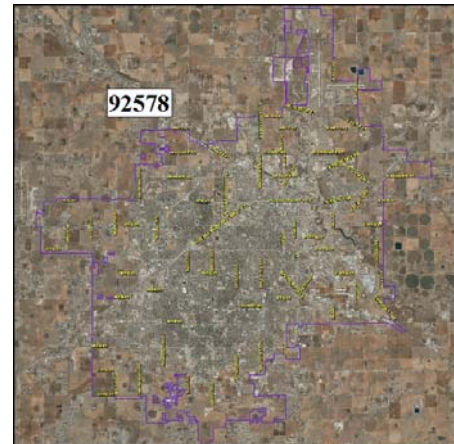
Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Facilities Maintenance and Custodial	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Information Technology**

Project Manager **James Brown**

Project Classification **New Facility**

Project Status **Approved**



Project Scope

In the FY 2015-16 budget, City Council approved \$390.5 thousand for employee self-service software. During the research and demo phase, it became apparent that a cohesive Enterprise Resource Planning (ERP) system would be more beneficial to the entire organization. The proposed ERP System is recommended to include Human Capital Management, Timekeeping, Leave Management, Payroll, Finance, Purchasing.

Project Justification

Currently the City maintains an ERP system that is outdated and does not meet the needs of our growing City organization. Each using department maintains necessary data in varying methodologies outside the system. Maintaining data in this fashion creates the need for redundant manual entry, costing the City hours of lost labor time that could be better used in providing exceptional external and internal customer service. Data is maintained in multiple locations consuming valuable and expensive network resources, as well as valuable physical space for paper copies. Maintaining data in so many formats creates the potential for inaccurate data mining, therefore creating an appearance of less than transparent responses to both internal and external requests. Additionally, many record keeping efforts are duplicitous from department to department, costing time, money, and upkeep. Accurate timekeeping and leave management would result in an immediate return on investment, estimated at well over \$100 thousand. Other returns include: less research to respond to internal and external requests; less human error, therefore less hours auditing; less overtime or comp time for non-exempt employees; and the need for less network space growth. In addition, a cloud solution provides built in security, disaster recovery and sustainability, and management of growth. An ERP system will also permit Human Resources and Accounting to work collaboratively in the system without the need for exclusive control of time by either department.

Project History

\$1,250,000 was appropriated in the FY 2018-19 Budget, Ord. No. 2018-00109, October 1, 2018.

\$1,250,000 was appropriated in the FY 2019-20 Budget, Ord. No. 2019-00129, October 1, 2019.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Technology	2,500,000	0	0	0	0	0	0	2,500,000
Total Project Appropriation	2,500,000	0	0	0	0	0	0	2,500,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2019 Information Technology Cash	859,480	0	0	0	0	0	0	859,480
FY 2020 Tax Notes	1,250,000	0	0	0	0	0	0	1,250,000
Health Fund Cash	303,020	0	0	0	0	0	0	303,020
Information Technology Cash	87,500	0	0	0	0	0	0	87,500
Total Funding Sources	2,500,000	0	0	0	0	0	0	2,500,000

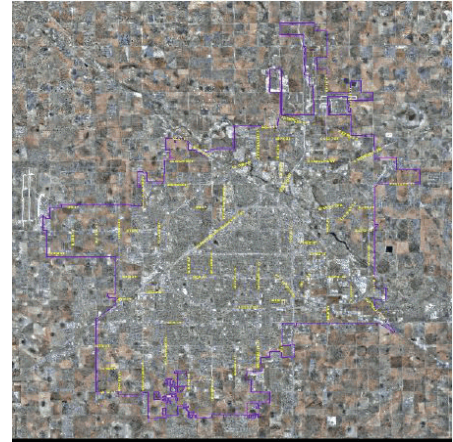
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Information Technology	271,515	271,511	271,515	320,388	320,388	0	1,455,317
Total Operating Budget Impact	271,515	271,511	271,515	320,388	320,388	0	1,455,317

Managing Department **Fleet Maintenance**

Project Manager **Billy Taylor**

Project Classification **Replacement Equipment/Fleet**

Project Status **Approved**



Project Scope

This project is for the annual vehicle replacement for the General Fund.

3211 Municipal Court

(2) Ford Fusion (replacing 12008058 and 12008065) - \$46,000

4211 Codes Administration

(3) 1/2 Ton, Regular cab, 4x4 (replacing 12010024, 12010026, 12010030) - \$84,000

4311 Building Safety

(4) 1/2 ton 4x2 (replacing 12000053, 12010041, 12010047, 12010050) - \$104,000

4541 Engineering

(1) 1/2 Ton, Regular cab, 4x4 (replacing 12004073) - \$28,000

5221 Park Maintenance

(1) Commercial 60" Zero turn mower (replacing 92009207) - \$12,500

5311 Animal Services

(1) 3/4 ton, Extended Cab, 4x4 Pickup (replacing 22006112) - \$32,000

5413 Environmental Health

(1) 1/2 Ton, regular cab, 4x2 (replacing 12008133) - \$26,000

5711 Police Administration

(1) 1/2 ton, crew cab, 4x4 (replacing 12011124) - \$30,000

5719 Police Special Operations

(1) 1/2 Ton, Extended Cab 4x4 (replacing 12011116) - \$32,000

5731 Police Investigations

(2) Ford Fusion (replacing 12009008, 12009012) - \$46,000

5735 Police Patrol

(16) Mid-Size SUV (replacing 12009033 , 12009035 , 12009038 , 12009046 , 12009069 , 12009072 , 12011072 , 12011099 , 12012027 , 12009051 , 12009077 , 12009099 , 12009117 , 12009118 , 12009122, 12008003) - \$954,500

5814 Inmate Cleanup

(1) 1 ton, crew cab, 4x4 (replacing 32005085) - \$34,000

5815 Solid Waste Disposal

(1) 165 HP 4 wheel drive tractor (replacing 92009007) - \$126,000

(1) 500 Series Compactor (replacing 92012012) - \$200,000

Replacement of vehicles and equipment that are at the end of their useful life.

Project Justification

Project History

\$1,755,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-00123, October 1, 2020.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	1,755,000	0	0	0	0	0	0	1,755,000
Total Project Appropriation	1,755,000	0	0	0	0	0	0	1,755,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2021 General Fund Cash	1,755,000	0	0	0	0	0	0	1,755,000
Total Funding Sources	1,755,000	0	0	0	0	0	0	1,755,000

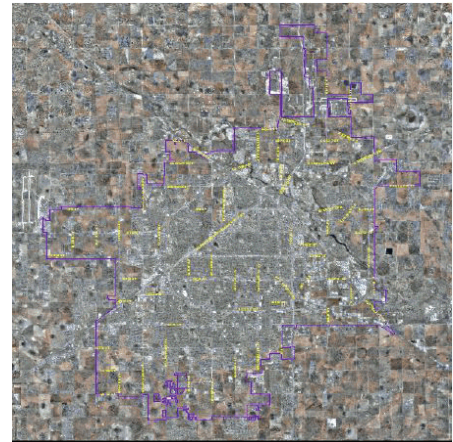
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Fleet Maintenance**

Project Manager **Billy Taylor**

Project Classification **Replacement Equipment/Fleet**

Project Status **Approved**



Project Scope

This project is for the annual vehicle replacement for the Water/Wastewater Fund.

6113 Water Conservation and Education

(2) Mid-Size SUV (replacing 12003064 and 12006225) - \$64,000

6311 Water Meter and Customer Service

(2) 3/4 ton, extended cab, 4x4 (replacing 22008134 and 22009014) - \$64,000

6331 Water Distribution & Maintenance

(1) 2 ton, 4x4, extended cab chassis (replacing 32008082) - \$60,000

(1) 3/4 ton, extended cab, 4x4 (replacing 22009196) - \$32,000

(1) International 440 Crew Truck w/ tandem axle crew cab & flatbed (replacing 72010005) - \$130,000

(2) Triple Axle Backhoe Trailer (replacing 02011105 and 02011107) - \$30,000

6343 Pumping & Control

(1) 3/4 ton, extended cab, 4x4 (replacing 22011112) - \$32,000

(1) 3/4 ton, Extended Cab, Service body, 4x4 (replacing 22008087) - \$40,000

6347 Water Production

(1) 3/4 ton, 4x4, service body (replacing 22011116) - \$38,000

6413 - Wastewater Collection

(1) 3/4 ton, extended cab, 4x4 (replacing 32013002) - \$32,000

(1) 60 KW Generator (replacing 00510017) - \$50,000

6415 Land Application

(1) Full size SUV (replacing 12008123) - \$36,000

6417 Wastewater Industrial Monitoring

(1) 1/2 ton, crew cab, 4x4 (replacing 22006135) - \$32,000

(1) 3/4 Ton, Crew cab, 4x4 (replacing 22006240) - \$32,000

Replacement of vehicles and equipment that are at the end of their useful life.

Project Justification

Project History

\$672,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-00123, October 1, 2020.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	672,000	0	0	0	0	0	0	672,000
Total Project Appropriation	672,000	0	0	0	0	0	0	672,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2021 Water/Wastewater Cash	672,000	0	0	0	0	0	0	672,000
Total Funding Sources	672,000	0	0	0	0	0	0	672,000

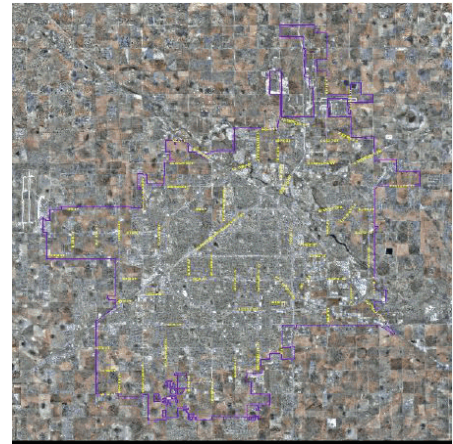
<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Fleet Maintenance**

Project Manager **Billy Taylor**

Project Classification **Replacement Equipment/Fleet**

Project Status **Approved**



Project Scope

This project is for the annual vehicle replacement for the Storm Water Fund.

6512 Street Cleaning

(1) Compressor (replacing 01991142) - \$40,000

6513 Storm Sewer Maintenance

(2) 6 Yard Crew Cab Dump (replacing 82010004 and 82010005) - \$270,000

Replacement of vehicles and equipment that are at the end of their useful life.

Project Justification

Project History

\$310,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-00123, October 1, 2020.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	310,000	0	0	0	0	0	0	310,000
Total Project Appropriation	310,000	0	0	0	0	0	0	310,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2021 Storm Water Cash	310,000	0	0	0	0	0	0	310,000
Total Funding Sources	310,000	0	0	0	0	0	0	310,000

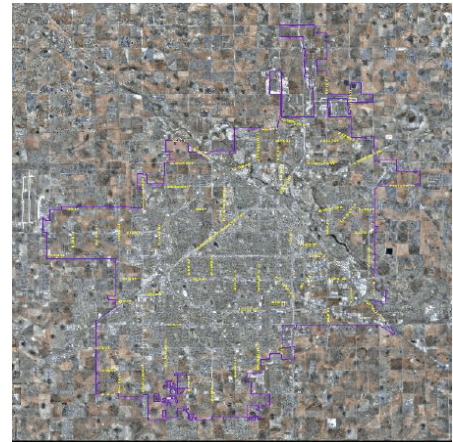
<i>Operating Budget Impact</i>	Unappropriated Planning Years							Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27		
No Impact Anticipated	0	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0	0

Managing Department **Fleet Maintenance**

Project Manager **Billy Taylor**

Project Classification **Replacement Equipment/Fleet**

Project Status **Approved**



Project Scope

This project is for the annual vehicle replacement for the General Fund.

5811 Residential Collection

(3) Cabover Sideloaders (replacing 82014011, 82014013, 82014021) - \$750,000

5812 Alley Maintenance

(1) Motor Grader (replacing 92008160) - \$280,000

(1) Screener (replacing 92008210) - \$260,000

Replacement of vehicles and equipment that are at the end of their useful life.

Project Justification

Project History

\$1,290,000 was appropriated in the FY 2020-21 Budget, Ord. No. 2020-00123, October 1, 2020.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	1,290,000	0	0	0	0	0	0	1,290,000
Total Project Appropriation	1,290,000	0	0	0	0	0	0	1,290,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2021 General Fund Tax Notes	1,290,000	0	0	0	0	0	0	1,290,000
Total Funding Sources	1,290,000	0	0	0	0	0	0	1,290,000

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Fleet Maintenance**

Project Manager **Billy Taylor**

Project Classification **Replacement Equipment/Fleet**

Project Status **Approved**



Project Scope

This project is for the annual vehicle replacement for the General Fund.

4211 - Codes Administration

- (2) 1/2 ton, extended cab, 4x4 (replacing 12010030 and 12010038) - \$56,000
- (1) 3/4 ton, extended cab, 4x4 (replacing 22001050) - \$32,000
- (1) 1/2 ton pickup, toolbox, lightbar, radios (NEW) - \$29,978

4311 - Building Safety

- (1) 1/2 ton pick-up (replacing 12010055) - \$25,000

4525 - Traffic Operations

- (1) 48" digging depth trencher (replacing 92001015) - \$55,000

4531 - Paved Streets

- (1) Steel Drum Roller with 51"-55" width (replacing 92009162) - \$65,000
- (1) Towable roller with rear vibration and split front drum (replacing 92010063) - \$75,000
- (1) Walk behind roller (replacing N/A) - \$8,000

5221 - Park Maintenance

- (1) John Deere 9009A Terrain Cut Mower (replacing 02004001) - \$85,000
- (3) Litter Vacuum LP61-G (replacing N/A) - \$75,000
- (1) Tandem 10k Utility Trailer (replacing 02001116) - \$6,000

5311 - Animal Services

- (1) 3/4 ton, extended cab, 4x4 with animal transport body (replacing 22011119) - \$52,000

5414 - Environmental Health

- (1) Mid-size SUV (NEW) - \$32,000

5419 - Vector Control

- (2) 3/4 ton 4x4 with Flatbed (replacing 22003168 and 22004082) - \$60,000

5615 - Lubbock Fire Rescue

- (1) 50' Aerial (NEW) - \$200,000
- (2) 1/2 ton, crew cab, 4x4 pickup (replacing 12009169 and 12007135) - \$64,000

5811 - Residential Collection

- (1) Roll-Off (replacing 82010001) - \$160,000
- (1) 3/4 Ton, Crew Cab, 4x4 (replacing 12008154) - \$33,000
- (4) Automated Side Loader (replacing 82012019, 82014014, 82014032, and 82014029) - \$1,280,000

5812 - Alley Maintenance

- (1) 12 yard dump with salt spreader hookups (replacing 82008181) - \$200,000
- (1) CAT 120 Motor Grader (replacing 82008204) - \$265,000

5815 - Solid Waste Disposal

(1) 3/4 Ton, Crew Cab, 4x4, service body, Air Compressor (replacing 32013016) - \$45,000

Replacement of vehicles and equipment that are at the end of their useful life.

Project Justification

Project History

\$2,902,978 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	0	2,902,978	0	0	0	0	0	2,902,978
Total Project Appropriation	0	2,902,978	0	0	0	0	0	2,902,978

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 General Fund Cash	0	2,902,978	0	0	0	0	0	2,902,978
Total Funding Sources	0	2,902,978	0	0	0	0	0	2,902,978

Operating Budget Impact	FY 2021-22	Unappropriated Planning Years					Total Impact
		FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Fleet Maintenance**

Project Manager **Billy Taylor**

Project Classification **Replacement Equipment/Fleet**

Project Status **Approved**



Project Scope
This project is for the annual vehicle replacement for the General Fund.

5815 Solid Waste Disposal
(1) Al-Jon 600 Series Compactor (replacing 92014018) - \$1,100,000

Replacement of vehicles and equipment that are at the end of their useful life.

Project Justification

Project History
\$1,100,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	0	1,100,000	0	0	0	0	0	1,100,000
Total Project Appropriation	0	1,100,000	0	0	0	0	0	1,100,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 General Fund Tax Notes	0	1,100,000	0	0	0	0	0	1,100,000
Total Funding Sources	0	1,100,000	0	0	0	0	0	1,100,000

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Fleet Maintenance**

Project Manager **Billy Taylor**

Project Classification **Replacement Equipment/Fleet**

Project Status **Approved**



Project Scope

This project is for the annual vehicle replacement for the General Fund.

5615 Lubbock Fire Rescue

- (1) E1- 95' Platform (replacing 82008178) - \$1,400,000
- (2) E-1 Pumper (replacing 82008175 and 82008176) - \$1,680,000

5713 Police Training

- (1) Mid-size SUV (replacing 12009308) - \$35,000

5719 Police Special Operations

- (1) 1/2 ton, extended cab, 4x4 PU (replacing 12013061) - \$32,000

5731 Police Investigations

- (3) 1/2 ton, extended cab PU (replacing 12011117, 12006129 and 12006130) - \$96,000
- (5) Mid-size SUV (replacing 12008018, 12008067, 12009009, 12010077, and 12010088) - \$175,000

5735 Police Patrol

- (41) Patrol SUV (replacing 12008055, 12009033, 12009046, 12009056, 12009058, 12009063, 12009079, 12009087, 12009101, 12009106, 12009122, 12009123, 12009141, 12010101, 12010110, 12011045, 12011051, 12011053, 12011054, 12011057, 12011063, 12011067, 12011070, 12011072, 12011078, 12011084, 12011086, 12011089, 12011099, 12011102, 12011103, 12011138, 12012013, 12012017, 12012023, 12012027, 12012034, 12012038, 12012042, 12013016, 12013039, and 12011069) - \$2,460,000
- (1) 1/2 ton, crew cab, 4x4 pickup (replacing 12011138) - \$50,000

Replacement of vehicles and equipment that are at the end of their useful life.

Project Justification

Project History

\$5,928,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	0	5,928,000	0	0	0	0	0	5,928,000
Total Project Appropriation	0	5,928,000	0	0	0	0	0	5,928,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
American Rescue Plan Act Funding	0	5,928,000	0	0	0	0	0	5,928,000
Total Funding Sources	0	5,928,000	0	0	0	0	0	5,928,000

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Fleet Maintenance**
 Project Manager **Billy Taylor**
 Project Classification **Replacement Equipment/Fleet**
 Project Status **Approved**



Project Scope

This project is for the annual vehicle replacement for the Cemetery Fund.

6611 Cemetery

(1) Turbo Turf 500P - 500 gallon watering system with trailer (replacing 91986094) - \$8,000

Replacement of vehicles and equipment that are at the end of their useful life.

Project Justification

Project History

\$8,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-O0126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	0	8,000	0	0	0	0	0	8,000
Total Project Appropriation	0	8,000	0	0	0	0	0	8,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 Cemetery Cash	0	8,000	0	0	0	0	0	8,000
Total Funding Sources	0	8,000	0	0	0	0	0	8,000

Operating Budget Impact	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Fleet Maintenance**

Project Manager **Billy Taylor**

Project Classification **Replacement Equipment/Fleet**

Project Status **Approved**



Project Scope

This project is for the annual vehicle replacement for the Water/Wastewater Fund.

6311 Water Meter and Customer Service

(3) 3/4 Ton, Extended Cab, 4x4, Service Body (replacing 22009014, 22008134, and 22013015) - \$114,000

6331 Water Distribution & Maintenance

(1) Concrete Truck (replacing 82011007) - \$185,000
 (2) Backhoe (replacing 92009249 and 92009182) - \$240,000
 (1) Crew Truck W/ Flatbed (replacing 72010005) - \$110,000

6349 Water Reservoir

(1) Land Pride RC2684 3 Point Shredder (replacing 02012010) - \$5,000

6413 Wastewater Collection

(1) 8" trailer mounted pump (replacing 02000178) - \$50,000

6417 Industrial Monitoring

(1) 1/2 ton, extended cab, 4x4 with crane (replacing 22006237) - \$35,000

Replacement of vehicles and equipment that are at the end of their useful life.

Project Justification

Project History

\$739,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	0	739,000	0	0	0	0	0	739,000
Total Project Appropriation	0	739,000	0	0	0	0	0	739,000

Project Name **Water/Wastewater Vehicle Replacement FY 21-22**

Project Number **92724**

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 Water/Wastewater Cash	0	739,000	0	0	0	0	0	739,000
Total Funding Sources	0	739,000	0	0	0	0	0	739,000

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Fleet Maintenance**

Project Manager **Billy Taylor**

Project Classification **Replacement Equipment/Fleet**

Project Status **Approved**



Project Scope

This project is for the annual vehicle replacement for the Storm Water Fund.

6511 Storm Water Utility

(1) 1/2 ton, extended cab, 4x4 (replacing 12010090) - \$28,000

6513 Storm Sewer Maintenance

(1) Broce Broom (replacing 92009161) - \$65,000

(1) Triple Axle Backhoe Trailer (replacing 02009169) - \$18,000

Replacement of vehicles and equipment that are at the end of their useful life.

Project Justification

Project History

\$111,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

Appropriation Detail	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	0	111,000	0	0	0	0	0	111,000
Total Project Appropriation	0	111,000	0	0	0	0	0	111,000

Funding Detail	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 Storm Water Cash	0	111,000	0	0	0	0	0	111,000
Total Funding Sources	0	111,000	0	0	0	0	0	111,000

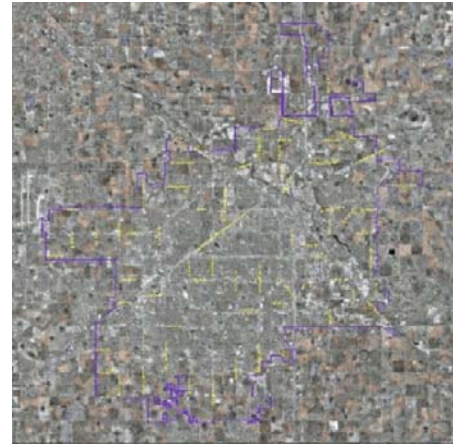
Operating Budget Impact	FY 2021-22	Unappropriated Planning Years					Total Impact
		FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0

Managing Department **Fleet Maintenance**

Project Manager **Billy Taylor**

Project Classification **Replacement Equipment/Fleet**

Project Status **Approved**



Project Scope
 This project is for the annual vehicle replacement for the Information Technology Fund.

3410 - Information Technology
 (1) 1/2 ton transit van (replacing 22011110) - \$30,000

Replacement of vehicles and equipment that are at the end of their useful life.

Project Justification

Project History
 \$30,000 was appropriated in the FY 2021-22 Budget, Ord. No. 2021-00126, October 1, 2021.

<i>Appropriation Detail</i>	Appropriation to Date	Unappropriated Planning Years						Total Project Amount
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
Other Activities	0	30,000	0	0	0	0	0	30,000
Total Project Appropriation	0	30,000	0	0	0	0	0	30,000

<i>Funding Detail</i>	Funding to Date	Unappropriated Planning Years						Total Funding
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
FY 2022 Information Technology Cash	0	30,000	0	0	0	0	0	30,000
Total Funding Sources	0	30,000	0	0	0	0	0	30,000

<i>Operating Budget Impact</i>	Unappropriated Planning Years						Total Impact
	FY 2021-22	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27	
No Impact Anticipated	0	0	0	0	0	0	0
Total Operating Budget Impact	0	0	0	0	0	0	0



Financial Policy

The City has an important responsibility to its citizens to carefully account for public funds, prudently manage municipal finances, and to plan for the adequate funding of services desired by the public. These financial policies enable the City to achieve a long-term stable and positive financial condition by exercising integrity, prudence, responsible stewardship, planning, accountability, and full and continuous disclosure.

In addition to the guidelines presented in the City's Financial Policies, the City has implemented the following best practices as identified in Standard & Poor's "Ten Ways to Improve a G.O. Rating – Best Management Practices Make a Difference":

- Establish or enhance budget stabilization reserves.
- Establish regular economic/revenue reviews to identify potential budget problems early.
- Prioritize spending plans/establish contingency plans for operating and capital budgets as a fallback financial strategy.
- Have a formalized capital improvement plan or a debt-affordability model to assess future financial liabilities.
- Develop a pay-as-you-go financing strategy as part of your operating and capital budget.
- Plan ahead and anticipate the impact of capital and operating costs on a multi-year financial plan.
- Establish benchmarks and priorities for the direction of your government and adhere to them.
- Establish and maintain effective management systems.
- Consider the affordability of actions or plans before they become part of your budget.
- Have a well-defined and coordinated economic development strategy.

I. OPERATIONS

A. REVENUES

The Annual Operating Budget shall be prepared such that current revenues plus transfers in will be sufficient to support current expenditures and transfers out. In order to maintain a stable level of services, the City shall use a conservative, objective, and analytical approach when preparing revenue estimates. The process includes an analysis of probable economic changes and their impacts on revenues, historical collection rates, and trends in revenue shortfalls.

Charges for services and other revenues will be annually examined and adjusted as deemed necessary to respond to cost increases or any other changing circumstances. Revenue sources along with support for projections are included in the Operating Budget, which is a useful tool for monitoring revenue trends.

COLLECTIONS

Property Tax Collections: The City encourages the Lubbock Central Appraisal District to follow an aggressive policy of collecting property tax revenues. An average collection rate of at least 98 percent of current levy shall be maintained.

Other Revenue Collections: The City monitors and minimizes administrative costs necessary to generate revenues. Delinquent accounts and insufficient checks are turned over to an outside collections agency for collection. As collections are made, the collection agency remits the payments (net of fees) to the City. If insufficient checks are uncollectable, they are returned to the City and turned over to the District Attorney's office for collection. Collection efforts for overdue payments are pursued to the fullest extent of the law.

ENTERPRISE FUND REVENUES

Enterprise Funds are self-supporting from their own source rates, fees, and charges. Cost recovery includes direct operating and maintenance expense, indirect cost recovery, in-lieu of transfers to the General Fund for property tax

Financial Policy

and franchise fee payments, capital expenditures and debt service payments, where appropriate. Rate models are maintained to identify all sources and uses of funds and provide a 10-year planning tool for rate setting. Rate increases are proposed for consideration to the City Council during the annual budget process.

PROPERTY TAX

All taxable property within the City is subject to the assessment, levy, and collection by the City of a continuing, direct annual ad valorem tax. The ad valorem tax is sufficient to provide payment of principal and interest on all ad valorem tax debt and for operations and maintenance costs as allowed by Article XI, Section 5, of the Texas Constitution as applicable to the City.

SALES TAX

The City has adopted the Municipal Sales and Use Tax Act, Chapter 321 Texas Tax Code, which grants the City the power to impose and levy a local sales and use tax within the City. In January 1995, the voters of the City approved the imposition of an additional sales and use tax of one-eighth percent as authorized by Chapter 323 Texas Tax Code, as amended. Collection of the additional tax commenced in October 1995 with the proceeds to be dedicated to the reduction of ad valorem taxation. In November 2003, voters approved an additional one-quarter percent sales and use tax, with the proceeds of one-eighth percent of the tax dedicated to the reduction of ad valorem taxation, and an additional one-eighth percent of the tax, under Section 4A of the Texas Development Corporation Act (Article 5190.6, Texas Revised Civil Statutes), to be used for economic development in the City. The collection of taxes authorized in the November 2003 election commenced in October 2004.

Collection and enforcement of the City's sales tax is handled through the offices of the Comptroller of Public Accounts, State of Texas, who remits the proceeds of the tax to the City on a monthly basis, after deduction of a two percent service fee. The proceeds of one and three-eighths percent are credited to the General Fund and one-eighth percent is credited to the Lubbock Economic Development Alliance Special Revenue Fund prior to the transfer to Lubbock Economic Development Alliance (LEDA).

DONATIONS/CONTRIBUTIONS

Donations from individuals and/or groups are managed in accordance with the *City of Lubbock Donations Policy*. Donations are to be managed in accordance with intended use and restrictions.

Assets donated or dedicated to the City are managed in accordance with the *City of Lubbock Donated Asset Policy*. Assets are to be recorded at estimated fair market value at time of transfer.

GRANTS

Grants are managed in accordance with the *City of Lubbock Grants Management Policy*. The City applies for grants that are consistent with the objectives and high priority needs identified by the City Council. The potential for incurring ongoing costs, including the assumption of support for grant-funded positions from local revenues, will be considered prior to applying for a grant. The City recovers indirect costs wherever possible. All grant applications are reviewed for their cash match requirements, their potential impact on the operating budget, and the extent to which they meet City policies. Funding sources for local matches will be identified prior to the application process. The City terminates grant-funded programs and associated positions when grant funds expire unless an alternate funding source is identified.

INTEREST EARNINGS

Investments are managed in accordance with the *City of Lubbock Investment Policy*. Interest earnings from the investment of unexpended funds are credited to the Investment Pool Internal Service Fund. The Investment Pool Fund receives all interest income for all City funds. Expenses necessary to generate interest income are charged to the Investment Pool Fund and then the net interest income is distributed to each fund in the ratio of their total cash balance in the total portfolio. Operating Fund interest may be used for any City budget purpose, upon approval by the City Council during the budget process. Bond interest earnings are used for debt service or bond projects.

Financial Policy

HOTEL/MOTEL TAX

Hotel/Motel tax is 13 percent of the cost of a room per night for hotels and motels in the City. There is an amount of six percent that is remitted to the State and seven percent that is remitted to the City. Hotel/Motel taxes are allocated in accordance with Ordinance No. 2012-O0071. A detailed allocation is provided in the Operating Budget.

Changes to this allocation must be approved by City Council.

B. EXPENDITURES

The City operates on a current funding basis. Expenditures are budgeted and controlled so as not to exceed an amount equal to current revenues plus the planned use of excess reserve accumulated through prior year savings. The use of excess reserve is guided by the Excess Reserve Policy found in Section C.

Prior to the proposal of any initiatives or plans that use resources, City Staff develops a financial impact analysis from which to evaluate affordability. This process is completed prior to the proposal of the initiative in the annual budget process.

City staff and City management review expenditures on a monthly basis, at a minimum, to ensure that expenditures track budget projections. If at any time an operating deficit exists or is projected, corrective action will be recommended. Corrective action may include, but is not limited to, a hiring freeze, expenditure reductions, fee increases, or use of fund balance. Expenditure deferrals to the following fiscal year, short-term loans, or use of one-time revenue sources will be avoided as attempts to balance the budget.

PURCHASING

The two important issues central to the Purchasing function are 1) the control aspect or commitment to full compliance with State purchasing statutes, which serve to maintain the public's confidence and trust in all contracting activities; and 2) the service commitment of the Purchasing Department to each City department.

Routine Purchases

Departments may issue purchase orders less than \$500 and make Purchasing Card transactions up to \$5,000 to procure items for which there is an approved budget when the item does not require technical or administrative review by specific departments (i.e. computer hardware and software, radio equipment, telecommunications equipment, fleet vehicle/ equipment supplies and services, and printing/ reproduction services). For a complete listing of all purchasing policies, please refer to the *Purchasing Policies and Procedures Manual*.

Petty Cash

Purchases using Petty Cash are subject to the same rules and documentation requirements as other City purchases. Additional information regarding petty cash purchases may be found in the *Petty Cash Administrative Policy*.

Purchasing Card Program

The Purchasing Card Program allows City employees to make small dollar expenditures (up to \$5,000) required for normal operations. The intent of this program is to enhance the capabilities of field personnel to perform operational tasks without an administrative delay of obtaining a purchase order. Cards are issued in the name of the City and the individual Cardholder. The Cardholder is the only person entitled to use the card issued in their name and is responsible for all charges made against the card. Cardholders reconcile their receipts to a secure online statement. The cardholder's approver reviews the statement and receipts and forwards to the Program Administrator. Spending limits that have been provided to each Cardholder sets the maximum dollar amount for each single purchase (Single Transaction Limit), daily number of transactions, and the total dollar amount for all purchases made with a Purchasing Card within a monthly billing cycle. Each time a Cardholder makes a purchase

Financial Policy

with his/her Purchasing Card, the bank will electronically check transaction limits and the authorization request will be declined should the amount exceed these limits.

Additional information on the Purchasing Card policies and procedures may be found in the *Purchasing Card Policy*.

Under \$500 purchase orders

Departments have the authority to issue purchase orders for amounts up to \$500. However, departments are encouraged to use the more efficient Purchasing Card whenever possible.

Requisitions

For purchases less than \$5,000, the department head must electronically approve requisitions. For purchases greater than \$5,000, the department head's supervisor must electronically approve requisitions.

Emergency Purchases

Emergency Purchasing procedures are outlined in the *Purchasing Policies and Procedures Manual*. An emergency is defined as a disruption, which may vitally affect public health, welfare or safety (i.e. flood, bombing, tornado, etc.). Department heads or their designees may purchase goods or services and then follow up later with a requisition describing the emergency along with an invoice indicating the receipt of goods and services.

When an emergency has been declared that qualifies for reimbursement under the Federal Emergency Management Agency (FEMA), the Accounting and Purchasing Departments will be notified. The Accounting Department will determine which accounts require an emergency subsidiary account and will assign the emergency subsidiary account and notify Purchasing. For purchases of goods, the Purchasing Department will ensure that all requisitions and purchase orders include the emergency subsidiary account for any items directly related to the emergency. The Emergency Operations Center will communicate to the Purchasing and Accounting Department when the emergency period has ended.

C. FINANCIAL CONDITIONS, RESERVES AND STABILITY RATIOS

FUND BALANCE/NET POSITION

When fund resources exceed uses, the result is fund balance accumulations for governmental funds and net position for proprietary funds. Reserves are maintained in fund balances/net position, at levels sufficient to protect the City's creditworthiness and to provide contingency funds in the event of emergency and/or unforeseen cash outlays. Additionally, reserves are created when the City Council takes action to set funds aside for a specific purpose or according to legal restrictions on the use of assets. Designations of fund balance/retained earnings are made when the appropriate level of management requests an amount, purpose, and timeframe for the designation. Designations are not authoritative and may be reallocated at any time. Reserves require City Council or other appropriate authoritative action to reallocate.

General Fund

The City targets an unrestricted fund balance in an amount equal to at least 20 percent of regular General Fund operating revenues to meet unanticipated contingencies and fluctuations in revenue.

Solid Waste funds are designated in landfill closure and post closure care reserves for the purpose of covering the City's landfill sites when they stop accepting waste and to perform certain maintenance and monitoring functions at the sites for thirty years after closure.

Water/Wastewater and Airport Funds

The City targets excess reserve in the Water/Wastewater and Airport fund in an amount equal to 25 percent of regular operating revenues. 10-year rate models are maintained in the Water Fund, Wastewater Fund, and Airport

Financial Policy

Funds to identify all sources and uses of funds and to provide a planning tool for rate setting. The rate model is one in which all projected revenues, operating and capital disbursements, debt service requirements, and transfers in/out are compiled to determine the rate necessary to yield the targeted ending balance. When the model predicts the need for a rate increase, further intensive review is performed to determine if capital project construction timelines can be adjusted in order to smooth the rate. At a minimum, the rolling ten-year rate models are updated and analyzed as part of the budget preparation process and again mid-fiscal year, once prior year financial statements are issued.

Storm Water Fund

The City targets excess reserve in the Storm Water fund in an amount equal to 20 percent of regular operating revenues. A 10-year rate model is maintained in the Storm Water Fund to identify all sources and uses of funds and to provide a planning tool for rate setting. The rate model one in which all projected revenues, operating and capital disbursements, debt service requirements, and transfers in/out are compiled to determine the rate necessary to yield the targeted ending balance. When the model predicts the need for a rate increase, further intensive review is performed to determine if capital project construction timelines can be adjusted in order to smooth the rate. At a minimum, the rolling ten-year rate models are updated and analyzed as part of the budget preparation process and again mid-fiscal year, once prior year financial statements are issued.

Civic Center Fund

The City targets excess reserve in the Civic Center fund in an amount equal to 15 percent of regular operating revenues. The Civic Center Fund is primarily supported by Hotel Motel Tax allocation so a minimal policy level excess reserve is required.

Cemetery and Lake Alan Henry Fund

The City targets excess reserve in the Cemetery and Lake Alan Henry funds in an amount equal to 10 percent of regular operating revenues. The Cemetery Fund is subsidized by the General Fund so a minimal policy level excess reserve is required. The Lake Alan Henry Fund is self-supporting and rates are increased as necessary to cover operating costs.

Internal Service Funds

The City targets excess reserve in the Fleet and Information Technology funds in an amount equal to 10 percent of regular operating revenues. The City targets excess reserve in the Health Benefits fund of 20 percent of regular operating revenue and a fixed amount of \$5 million in the Risk Management fund. For the remainder of the Internal Service Funds the City targets excess reserve of an amount equal to eight percent of all regular operating revenues.

Special Revenue Funds

The City targets excess reserve in the Gateway Streets Fund in an amount equal to 75 percent of the debt payment required in the next year. The remainder of the Special Revenue funds do not have a required target.

RISK MANAGEMENT

The City developed the Self-Insurance/Risk Fund for the purpose of self-insuring liability and workers' compensation. Funding is in the form of departmental contributions based on risk exposure and prior experience as determined by an actuary. As of April 1999, the City converted workers' compensation from self-insurance to participation in a governmental risk pool under a guaranteed cost program. In September 1999, the City purchased an excess liability policy with a \$250,000 per occurrence self-insured retention (SIR). Effective October 2006, the City increased its SIR to \$500,000 per occurrence. The City has consistently maintained policies of insurance for Airport Liability, Cyber Liability, Fire and Extended Coverage (Property), Boiler and Machinery and various equipment, crime and fine arts floaters. Reserves are reviewed annually by Risk Management staff and external auditors to assess financial stability. An actuarial study of the Self-Insurance Fund is obtained annually. Additionally, all Risk exposures not insured or uninsurable (i.e. pollution, water contamination, environmental) are potential liabilities expenditures against the retained earnings of the fund. City staff actively participates in programs to reduce expenses by actively managing

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claims and encouraging and supporting strong safety and loss prevention programs. The City targets excess reserve in the Risk Fund in an amount equal to five million.

SELF-INSURANCE HEALTH FUND

The City's health insurance plan is self-insured under an Administrative Services Only (ASO) Agreement. The City purchases stop loss coverage on an individual and aggregate basis in the event that costs exceed a certain threshold. In addition, the City purchases an excess policy for organ and tissue transplants which pays outside the stop loss coverage.

Funding for the health plan is derived from charges to departments on a per employee basis. The City provides health coverage to all full time employees and subsidizes coverage for dependents and retirees.

Employees contribute to the health plan through payroll deductions for dependent coverage in addition to the subsidy. Retirees contribute to the health plan through payments to Accounting for amounts not subsidized. The City's health plan is qualified Medicare Part D. The City is reimbursed by Medicare for a portion of prescription drugs for retirees or disabled members that are Medicare qualified.

Reserve and rate stabilization balances are analyzed annually to identify funding progress. Any unrestricted cash balance should be used as rate stabilization for volatile health costs. The City targets excess reserve in the Health Fund in an amount equal to twenty percent of operating revenues.

INVESTMENTS

The City's principal investment objectives are listed in order of priority:

- (1) Compliance – with all Federal, State, and other legal requirements (includes but is not limited to Chapter 2256 "Public Funds Investment Act" as amended and Chapter 2257 "Public Funds Collateral Act" as amended, of the Texas Government Code).
- (2) Safety – Preservation of capital and the protection of investment principal.
- (3) Liquidity – Maintenance of sufficient liquidity to meet anticipated disbursements and cash flows.
- (4) Diversification – Maintenance of diversity in market sector and maturity to minimize risk in a particular sector.
- (5) Yield – Attainment of a market rate of return equal to or higher than the benchmark performance measure established by the Chief Financial Officer.

The City has a formal written investment policy document that is reviewed annually and approved by the City Council. The Audit and Investment Committee monitors investment policies and results. Results are reported to management and to the City Council monthly, in either an oral or written presentation. For additional detail, please refer to the *City of Lubbock Investment Policy and Strategy*.

The City will use the Audit and Investment Committee to assist in monitoring the performance and structure of the City's investments. The Audit and Investment Committee shall be responsible for the investment strategy decisions, activities, and the establishment of written procedures for the investment operations consistent with this policy. Monitoring of the portfolio shall be performed by the Audit and Investment Committee no less than quarterly and verified by the City's independent auditor at least annually.

RETIREMENT PLANS

Each qualified employee is included in one of two retirement plans in which the City participates. These are the Texas Municipal Retirement System (TMRS) and the Lubbock Fire Pension Fund (LFPF). The City does not maintain accounting records, hold the investments or administer either fund. Funds are appropriated annually to meet the actuarially determined funding levels of the plan. TMRS is a statewide agent multiple-employee retirement system that provides pension benefits through a nontraditional joint contributory, defined contribution plan. LFPF is a single-employer, defined benefits pension plan maintained by members of the City's Fire Department with authority

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under the Texas Local Fire Fighters Retirement Act (Texas Revised Civil Statutes Article 6243e). The City also provides opportunities for investment by its employees of several tax-deferred long-term savings plans.

INVENTORIES

Inventories in Enterprise and Internal Service Funds consist of expendable supplies held for consumption. Inventories are valued at cost using the average cost method of valuation and when inventory is issued, it is accounted for using the consumption method. The targeted inventory turnover ratio is set at 1.8 times. Therefore, if an inventory item is not sold and replaced 1.8 times during a year, it is evaluated to determine if there is sufficient need to keep the item in stock.

In addition, for large volumes of parts and supply needs, such as for the electric and water infrastructure, the City solicits bids to establish annual pricing contracts with vendors to help supply maintenance and construction projects. Vendors are chosen in a competitive process and may be one or more vendors. The City contracts with the vendor to deliver only the inventory items needed, to the electric and water operations, “just-in-time” for use. This process reduces storage and leftover inventory items. The targeted turnover ratio and the primary vendor alliances also minimize inventory loss due to obsolescence.

D. BUDGET APPROPRIATION/CONTROL

Budget controls are designed to ensure compliance with legal provisions embodied in the annual appropriated budget approved by the City Council. Activities of the General Fund are included in the annual appropriated budget. Project-length financial plans are adopted for the capital program funds. The level of budgetary control (that is the level at which expenditures cannot legally exceed the appropriated amount) is established by fund. A budget supplement, approved by City Council, is required if actual expenditures will exceed total budget. Fund appropriations of the City Council are allocated to programs, offices, departments, divisions, projects and character and object of expenditures by the City Manager.

BASIS OF BUDGETING

Annual budgets are adopted on a cash basis for all governmental funds. All annual appropriations lapse at fiscal year-end except for grants, special revenue funds, and capital project funds which maintain project-length budgets.

Each City department develops and maintains a mission to implement City Council goals and objectives. Performance benchmarks and activity measures are developed as part of the budget process that measure and track actual performance to budget benchmarks. When performance measures are developed, resources necessary to achieve the performance are estimated and submitted to City Management staff for review and modification.

Annually, the City Manager submits to City Council a proposed operating budget and capital program for the upcoming fiscal year. Public hearings are conducted to obtain taxpayer comments, and the budget is legally enacted through passage of an ordinance by the City Council.

Budgetary control is maintained by department and by the following category of expenditures: compensation, benefits, supplies, maintenance, professional services/training, other charges, scheduled charges, and capital outlay. All budget supplements must be approved by the City Council. Any necessary transfer of funds between accounts, departments or programs can be made by the City Manager for City purposes as a result of unusual or unforeseen conditions during the administration of the fiscal year.

The City uses a combination of Planned Program Budgeting, Zero Based Budgeting, and traditional line item budgeting to determine its operating budget. The City approach annually reexamines existing program activities and analyzes the effect of reducing or reallocating current levels of resources. Re-evaluation of programs allows a response to changing economic and political environment, the needs of the community, the citizens, and employees.

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BUDGET CONTROL

Control of expenditures is accomplished administratively through City Council adopted budget ordinances. Departmental budgets are reviewed monthly with management. The Finance Department prepares the monthly management report to advise the City Manager and City Council.

BUDGET REPORTS/MONITORING

Departments review cost center budget reports from the financial system that provide detail by line item of the status of expenditures as compared to budget. A summary report on contracts awarded and the status of the City's various capital projects is prepared as a monthly report and presented to the City Manager and the City Council.

Various tools are used to assist management in examining critical issues and economic conditions which could include, but are not limited to, rate models, rolling 5-year forecasts, revenue projections, cash flow analyses, and other tools that may be useful in planning for the future.

E. MANAGEMENT SYSTEMS

City Management is committed to providing effective information technology tools to support the financial operations of the City. Financial hardware and software is maintained by the Information Technology Department.

II. ACCOUNTING, AUDITING AND FINANCIAL REPORTING

BASIS OF ACCOUNTING

The financial statements of the City conform to generally accepted accounting principles (GAAP) of the Governmental Accounting Standards Board (GASB) and recommended practices adopted by Government Finance Officers Association (GFOA).

INTERNAL CONTROL

The City is responsible for establishing and maintaining an internal control structure designed to provide reasonable, but not absolute, assurance that the assets of the City are protected from loss, theft, or misuse. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits require estimates and judgments by management.

EXTERNAL AUDITING

The City is audited annually by outside independent auditors. The auditors must be a CPA firm that has the breadth and depth of staff to conduct the City's audit in accordance with GAAP and contractual requirements. The auditor's report on the City's financial statements must be completed in sufficient time such that the Comprehensive Annual Financial Report (Annual Report) may be presented to the City Council at a Council meeting in February following the fiscal year end.

The auditors are accountable to the City Council and will have access to direct communication with the City Council if staff is unresponsive to auditor recommendations or if the auditors consider such communication necessary to fulfill their legal and professional responsibilities. The City will evaluate audit services at the conclusion of the auditor's contract term.

INTERNAL AUDITING

The Internal Auditor annually prepares an audit plan to audit such programs, accounts, areas, and/or processes as have been defined as priority areas by management. Reports are distributed to responsible department heads, directors, City Manager Direct Reports and the City Manager. Responses are required within a reasonable length of time, usually 30 days. The Internal Audit staff assists during the annual audit by the external auditors.

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EXTERNAL FINANCIAL REPORTING

The Accounting Department prepares and publishes the Annual Report. The Annual Report is the official annual report for the City and contains appropriate statements, schedules and other information for the major operations of the City and its component units. Also included is an official audit opinion, and transmittal letter from management. The Annual Report is prepared in accordance with GAAP and is submitted annually to the GFOA for evaluation for the Certificate of Achievement of Excellence in Financial Reporting. The Annual Report is published and presented to the City Council at a City Council meeting in February following the fiscal year end. Annual Reports are distributed to appropriate federal and state agencies, and other users, including but not limited to, other cities, bondholders, city staff, financial institutions, required information depositories, and others.

The Single Audit report is prepared and presented to grantors no later than nine months following the fiscal year end. The Single Audit report lists the status and current operations of all federal/state and local funding awarded and received.

INTERNAL FINANCIAL REPORTING

The Finance Department prepares and publishes a Monthly Management Report. The report updates the financial and operational status on a monthly basis.

III. CAPITAL ASSETS

CAPITAL IMPROVEMENT PROJECTS

Within the resources available each fiscal year, the City shall maintain capital assets and infrastructure at a sufficient level to protect the City's investment to minimize future replacement and maintenance costs, and to maintain service levels. As part of the annual budget process, the City reviews a projected five-year need for capital improvements and equipment, the current status of the City's infrastructure, replacement and renovation needs, and potential new projects. When projects are contemplated, related costs such as operations and maintenance costs are evaluated along with capital expenditures to assess affordability prior to proposal of the projects. All operation and maintenance costs are required to be included in any capital project proposal. All projects, ongoing and proposed, will be prioritized based on an analysis of current needs and resource availability. Capital project appropriations are approved on a project-length basis.

Capital project funds are used to accumulate resources to construct, install, or purchase new assets. They also enhance or improve existing facilities.

Capital Projects must have a cost of \$25,000 or more and generally have a life of five or more years. Many of the projects require more than one year for completion and are accounted for on a life-to-date basis. Capital Project summaries include the projects and funds necessary over the next five years as part of overall long-term capital planning. Major sources of funding for capital projects are contributions from operating funds, debt issuance, Federal and State grants, and surpluses in fund balances/net position.

Project costs are capitalized and added to the City's Fixed Assets. If a project does not meet the criteria for capitalization, the costs will be treated as operating expenses and expensed as incurred.

CAPITAL REPLACEMENT POLICY

The City shall annually prepare a schedule for the replacement of its non-infrastructure capital assets and replace those assets within the resources available each fiscal year.

PROPERTY, PLANT, AND EQUIPMENT

Property, Plant, and Equipment is managed in accordance with the City of Lubbock Property, Plant, and Equipment Policy. Items having a unit cost of \$5,000 or more with a useful life longer than one year are capitalized as Fixed

Financial Policy

Assets. Fixed Assets are depreciated monthly using the straight line method of depreciation. Fixed Assets are inventoried annually by department managers, with vehicles being inventoried on a biennial basis. Transfers and deletions are initiated and authorized by department managers.

Fixed assets are reported in the Government Wide Financial Statements and the proprietary fund statements. Capital assets are recorded at cost or estimated historical cost if purchased or constructed. Donated assets are recorded at the estimated fair value on the date of donation.

FINANCING

There are three basic methods of financing capital requirements:

- Funds may be budgeted from current revenues;
- Purchases may be financed through surplus unreserved/undesignated fund balance/retained earnings balances, subject to policy;
- Debt may be issued in accordance with the *Debt Policy*.

Debt is issued for new capital items. Pay-as-you go financing is used for (1) any operating capital outlay, and (2) permanent capital maintenance items. Items financed with debt must have useful lives that are less than the maturity of the debt.

IV. ECONOMIC DEVELOPMENT

PROMOTION OF A POSITIVE BUSINESS ENVIRONMENT

The City, through its regulatory and administrative functions strives to provide a positive business environment in which local businesses can grow, flourish, and create jobs. The City Council and Staff are sensitive to the needs, concerns, and issues facing local businesses. In 1995, the City Council created Market Lubbock, Inc. to coordinate the economic development function. In 2004, voters passed a 1/8 cent sales tax for economic development. Lubbock Economic Development Alliance was formed to administer the sales tax and promote business expansion/retention and recruitment of new business for the City.

EXPANDING THE ECONOMY

The City encourages and participates in economic development efforts to expand Lubbock's economy and tax base and to increase local employment. These efforts focus on areas that include but are not limited to newly developing areas, inner city areas, and the Central Business District. The City's economic development program also seeks to expand the non-residential share of tax base to decrease the tax burden on residential homeowners.

ECONOMIC INCENTIVES

The City uses economic programs such as Enterprise Zones which provide incentives for businesses expanding or locating in specific areas of the City. These incentives include tax abatement and others, as allowed by law. The City also uses tax abatement in areas outside the Enterprise Zones to encourage industrial growth and development in Lubbock. The City coordinates with state and federal agencies on offering any incentives to programs they may provide for potential economic expansion. The City uses due caution in the analysis of tax incentives used to encourage development and periodically reviews tax abatement contracts to ensure that the community is receiving promised benefits in added value and job creation.

INTERLOCAL COOPERATION

The City's economic development program encourages close cooperation with other local jurisdictions, chambers of commerce, and groups interested in promoting the economic well-being of the area. The City, through LEDA, participates in a regional economic development entity called the High Ground of Texas, in recognition that promotion of regional economic development has a direct benefit to Lubbock citizens.

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FREEPORT TAX EXEMPTION

A Freeport tax exemption exempts Freeport property from ad valorem taxation. Freeport property is various goods that are detained in Texas for 175 days or less and that are for the purpose of assembly, storage, manufacturing or processing. The City Council approved a Freeport tax exemption per Resolution No. 6142, dated December 16, 1998.

REDEVELOPMENT POLICIES

The City shall follow redevelopment policies for the acquisition, clearing, and reuse of land that is already platted, with public improvements already constructed, accepted, and maintained by the City. The policies may also include vacant, platted property. The City reserves the right to either participate or not participate depending on the amount of public benefit. The City may work with a developer(s) and negotiate appropriate City participation to support redevelopment deemed beneficial to the public. The City will not normally assume the role of lead developer.

Land Aggregation Polices

The purchase and aggregation of parcels is the responsibility of the developer(s) and the City does not intend to use eminent domain, unless the City Council agrees special circumstances exist. If the City does use eminent domain to obtain property for public use in a redevelopment project, including streets and utility rights of ways and easements, it will require the redevelopment to pay the cost of the condemnation if it benefits the redevelopment project. The City may determine that the abandonment of existing City right-of-way, easements, or public property will be a public benefit to a redevelopment project.

Public Infrastructure

Redevelopment normally involves the reuse of land where paved streets, water and wastewater lines, and storm water facilities are already maintained by the City. The City will participate in the repair of structures only if the funds are available and there is sufficient public benefit. The City only participates in the rerouting and widening of streets, utility lines, and facilities if the cost is less than the cost of replacing and the benefit to the public outweigh the cost.

Amenities

Redevelopment may include the installation or replacement of improvements that improve or enhance the architectural, aesthetic, or character of a reuse project. These expenses can enhance the success and long term viability of the project. These items include lighting, landscaping, sidewalks, trails, street furniture, transit facilities, etc. The City may choose to pay for the developer portion of such amenities in those redevelopment situations where the benefits outweighs the cost.

TAX INCREMENT FINANCING POLICIES

The City shall use Tax Increment Financing (TIF) for the creation of Tax Increment Reinvestment Zones (TIRZ) as a useful funding mechanism to finance new public improvements in designated areas in order to simulate new private investments. The area needs to be an unproductive, underdeveloped, blighted area, or an area that is predominately open and underdeveloped. The City will not consider creating a TIRZ in a neighborhood, commercial district, or area where there is limited public purpose and the sole benefit is to the property owners to the detriment of the General Fund and the other taxpayers in the City. A TIRZ will also not be considered where there is not a significant proposed increase in property values due to private development or redevelopment.

The TIRZ is eligible to finance capital costs, financing costs, construction costs, real property assembly costs, relocation expenses, professional services, and administration and organization costs, direct operating costs for zone and project facilities, and improvements that add to the viability of the project and enhance property values. Funding sources may include Gap Financing, Cash Financing, Revenue Bonds, Certificates of Obligation, and City Financing. Regardless of the source of funds, the TIRZ Financing Plan should attempt to correlate private improvements with the corresponding increment in property taxes, the timing of the receipts of those funds, and the debt issuance to fund public improvements.

City of Lubbock, TX
Finance Department
Investment Policy and Investment Strategy for FY 2021-22

Policy

The Chief Financial Officer or Designee, of the City of Lubbock, Texas, is charged with the responsibility to prudently and properly manage any and all funds of the City. Time and demand deposits must be fully collateralized and all transactions appropriately authorized. This policy addresses the procedures, controls, and practices, which must be exercised to ensure sound fiscal management. The statutory foundation for this policy is the Public Funds Investment Act (the "Act", Texas Government Code Section 2256) and the Public Funds Collateral Act (Texas Government Code Section 2257).

Scope

This policy shall apply to the investment of all financial assets and all funds of the City of Lubbock (hereinafter referred to as the "City") over which it exercises financial control. The investment income derived from each account shall be distributed to the various City funds in accordance with the existing City Policy.

The funds accounted for in the City of Lubbock Comprehensive Annual Financial Report include:

General Fund
Special Revenue Funds
Debt Service Funds
Capital Projects Funds
Enterprise Funds (excluding WTMPA)
Internal Service Funds
Agency Funds

The Bond Funds Portfolio includes bond proceeds recorded in Capital Projects, Enterprise, and Internal Service Funds, while the Operating Portfolio includes all other resources in the other funds listed.

Objectives

The City's principal investment objectives are listed in order of priority:

- A. Compliance** with all Federal, State, and other legal requirements (including but not limited to Chapter 2256 Public Funds Investment Act, as amended and Chapter 2257 Public Funds Collateral Act, as amended, of the Texas Government Code).
- B. Safety:** Preservation of capital and the protection of investment principal.
- C. Liquidity:** Maintenance of sufficient liquidity to meet anticipated disbursements and cash flows.
- D. Diversification:** Maintenance of diversity in market sector and maturity to minimize market risk in a particular sector.
- E. Marketability:** Ability to liquidate investments before maturity if the need arises.
- F. Yield:** Attainment of a market rate of return equal to or higher than the performance measure established by the Chief Financial Officer, or Designee.

Responsibility and Control

Delegation of Authority

The ultimate responsibility and authority for investment transactions involving the City resides with Chief Financial Officer, or Designee. The Chief Financial Officer, or Designee, being designated as the City's Investment Officer(s) in accordance with the Texas Government Code Section 2256.005(f), is charged with executing the day-to-day investment functions for the City following the guidance and recommendations of the City's Audit and Investment Committee.

Audit and Investment Committee

The City will utilize the Audit and Investment Committee to assist in monitoring the performance and structure of the City's investments. The Audit and Investment Committee shall be responsible for the investment strategy decisions, activities, and the establishment of written procedures for the investment operations consistent with this policy. Monitoring of the portfolio shall be performed by the Audit and Investment Committee no less than quarterly and verified by the City's independent auditor at least annually. The Audit and Investment Committee shall discuss investment reports, investment strategies, and investment and banking procedures.

Investment Advisors

The Chief Financial Officer, or Designee, may in his/her discretion, with Council approval, appoint one or more investment advisor, registered with the Securities and Exchange Commission under the Investment Advisors Act of 1940 (15 U.S.C. Section 80b-1 et seq.), to assist in the management of a portion of the City's assets. To be eligible for consideration, an investment advisor shall demonstrate to the Audit and Investment Committee knowledge of cash management and experience in managing public funds. Selection of any investment advisor shall be based upon their expertise in public cash management. An appointed investment advisor may be granted investment discretion within the guidelines of this policy with regard to the City's assets placed under its management. A contract made under authority of the Act may not be for a term longer than two years on the original contract term. A renewal or extension of the contract must be made by the City Council by resolution (Texas Government Code Section 2256.003).

Standard of Care

The standard of care is to be used for managing the City's assets (Texas Government Code Section 2256.006), which states, "Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived." The Investment Officer(s) acting in accordance with written procedures and exercising due diligence shall not be held personally liable for a specific security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments. The City's independent auditor will perform a compliance audit of management controls on investments and adherence to investment policies annually.

In accordance with the Act (Texas Government Code Sections 2256.005 and 2256.008), the Investment Officer(s) shall attend 10 hours of investment training within 12 months of assuming duties and 8 hours not less than once in a two-year period that begins on the first day of the City's fiscal year and consists of the two consecutive fiscal years after that date. The investment training session shall be provided by an independent source approved by the Audit and Investment Committee. Training must include education in investment controls, security risks, strategy risks

market risks, and diversification of investment portfolio in order to ensure the quality and capability of investment management in compliance with the Act.

Investment Portfolio

Authorized Investments

The following are authorized investments for the City and all are authorized and further defined by the Act:

- Obligations, including letters of credit, of the United States or its agencies and instrumentalities (Texas Government Code Section 2256.009(1))
- Direct obligations of this state or its agencies and instrumentalities (Texas Government Code Section 2256.009(2))
- Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States (Texas Government Code Section 2256.009(3))
- Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States (Texas Government Code Section 2256.009(4))
- Obligations of state, agencies, counties, cities and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent (Texas Government Code Section 2256.009(5)) with no more than a \$5 million investment into any one issuance/offering
- Fully collateralized certificates of deposit issued by a state or national bank that has its main office or a branch office in Texas and guaranteed and insured by the Federal Deposit Insurance Corporation or the National Credit Union Share Insurance Fund, or secured in any other manner and amount provided by law for deposits of the City (Texas Government Code Section 2256.0010)
- Bankers' acceptances with a stated maturity of 365 days or fewer from the date of its issuance; and liquidated in full at maturity; and eligible for collateral for borrowing from a Federal Reserve Bank; and accepted by a bank organized and existing under the laws of the United States or any state, if the short-term obligations of the bank, or of a bank holding company of which the bank is the largest subsidiary, are rated not less than A-1 or P-1 or an equivalent rating by at least one nationally recognized credit rating agency (Texas Government Code Section 2256.012)
- Commercial paper with a stated maturity of 365 days or fewer from the date of its issuance, and rated not less than A-1 or P-1 by nationally recognized credit rating agencies or two nationally recognized credit rating agency and is fully secured by an irrevocable letter of credit issued by a bank organized and existing under the laws of the United States or any State (Texas Government Code Section 2256.013) with no more than a \$5 million investment into any one issuance/offering
- No-load money market mutual funds registered and regulated by the Securities and Exchange Commission, provides the City with a prospectus and other information required by the Securities Exchange Act of 1934 (15 U.S.C. Section 78a et seq.) or the Investment company Act of 1940 (15 U.S.C. Section 80a-1 et seq.), has a dollar-weighted average stated maturity of 90 days or fewer, and includes in its investment objectives the maintenance of a stable net asset value of \$1 for each share (Texas Government Code Section 2256.014(a))
- Investment pools rated not less than AAA or an equivalent rating by at least one nationally recognized rating service and authorized by the City Council and as further defined by the Act (Texas Government Code Section 2256.016)

The following investments are not authorized:

- Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal (Texas Government Code Section 2256.009(b)(1))

- Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest (Texas Government Code Section 2256.009(b)(2))
- Collateralized mortgage obligations that have a stated final maturity date of greater than 10 years (Texas Government Code Section 2256.009(b)(3))
- Collateralized mortgage obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index (Texas Government Code Section 2256.009(b)(4))

Existing Investments

The Investment Officer(s) is not required to liquidate investments that were authorized investments at the time of purchase (Texas Government Code Section 2256.017).

Effect of Loss of Required Rating

An investment that requires a minimum rating does not qualify as an authorized investment during the period the investment does not have a minimum rating. The Investment Officer(s) shall take all prudent measures that are consistent with the City's investment policy to liquidate the investment(s) that does not have the minimum rating (Texas Government Code Section 2256.021).

Investment Diversification

It is the intent of the City to diversify the investment instruments within the portfolio to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions, or maturities. The asset allocation in the portfolio should, however, be flexible depending upon the outlook for the economy and the securities markets. When conditions warrant, the guidelines below may be exceeded by approval of the Audit and Investment Committee.

The City may invest to the following limits as a percentage of its total investment portfolio (these limitations do not apply to Bond Funds):

- 100% in United States Treasury Obligations
- 100% in Investment Pools
- 80% in Federal Instrumentalities or Agencies
- 50% in Municipal Bonds
- 30% in Certificates of Deposit
- 30% in No Load Money Market Fund
- 10% in Commercial Paper
- 10% in Banker Acceptance

Investment Strategy

The City of Lubbock maintains portfolios, which utilize four specific investment strategy considerations, designed to address the unique characteristics of the fund groups represented in the investment portfolios. The policies detailed below are subject to an annual review to occur prior to the annual City Council action regarding the Investment Policy (Texas Government Code Section 2256.005(d)).

(1) Operating Funds and Commingled Pools Containing Operating Funds

The investment strategy for the portfolio containing operating funds, the Operating Portfolio, has as its primary objective to ensure that anticipated cash flows are matched with adequate investment liquidity. Investment maturities shall be matched against liabilities, including debt service requirements.

The secondary objective of the Operating Portfolio is to create a portfolio structure that will experience minimal volatility during economic cycles. This is accomplished by purchasing high quality, short- to medium-term securities that complement each other in a laddered maturity structure.

The City shall maintain a dollar-weighted average maturity of two (2) years or less based on the stated final maturity dates of each security in its Operating Portfolio. The City shall at all times maintain at least 10% of its Operating Portfolio in instruments maturing in 120 days or less.

(2) Debt Service Funds

The investment strategy for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover each succeeding debt service obligation on the required payment date. Securities purchased shall not have a stated final maturity date which exceeds any unfunded debt service payment date. The maximum weighted average maturity shall not exceed one (1) year.

(3) Debt Service Reserve Funds

The investment strategies for debt service reserve funds shall have as the primary objective the ability to generate a dependable revenue stream to the appropriate debt service fund from securities with a low degree of volatility. Except as may be required by the bond ordinance specific to an individual issue, securities should be of high quality with short- to intermediate-term maturities. The maximum weighted average maturity shall not exceed one (1) year.

(4) Bond Funds

The investment strategy for bond funds will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. These portfolios should include at least 10% in highly liquid securities to allow for flexibility and unanticipated project outlays. The stated final maturity dates of securities held shall not exceed the estimated project completion date. The maximum weighted average maturity shall not exceed two (2) years.

Cash Flow

A cash flow analysis shall be reviewed and updated no less than quarterly. This cash flow analysis is the basis for matching liabilities or obligations with security maturities as outlined in the strategies previously listed.

Maximum Maturity

The maximum maturity of any individual security the City may invest in shall be 5 years.

Management Style

The City seeks an active, rather than passive, management of its portfolio assets. Assets may be sold at a loss only if the Investment Officer(s) feel that the sale of the security is in the best long-term interest of the City. Supporting documentation shall be maintained by the Investment Officer(s) for all sales of securities in which there is a book loss or where a security is sold in order to simultaneously purchase another security.

Authorized Financial Broker/Dealers and Institutions

The City shall maintain a list of authorized broker/dealers and financial institutions, which are approved by the Audit and Investment Committee for investment purposes. It shall be the policy of the City to purchase securities only from those authorized institutions and firms. The Committee will review and approve the list no less than annually.

To be eligible for authorization, each broker/dealer or financial institution shall:

1. Complete and submit to the City a Broker/Dealer Questionnaire
2. Provide the firm's most recent financial statements
3. Provide a written instrument certifying that they have received and thoroughly reviewed the City's Investment Policy
4. All broker/dealers must submit: (a) audited financial reports (b) Financial Industry Regulatory Authority (FINRA) registration (c) Central Registration Depository Number (CRD) (d) proof of Texas Securities Registration

The Investment Officer(s), or investment advisor, shall maintain a file of all Broker/Dealer Questionnaires. Authorized Broker/dealers and other financial institutions will be selected after a review of performance, financial conditions, and ability to provide service to the City.

The Investment Officer(s) shall exercise due diligence in monitoring the activities of other officers and staff members engaged in transactions with the City. Employees of any firm or financial institution offering securities or investments to the City of Lubbock shall be trained in the precautions appropriate to public sector investments and shall be required to familiarize themselves with the City's investment objectives, policies, and constraints. In the event of a material adverse change in the financial condition of the firm or financial institution, the City will be informed immediately by telephone and in writing.

All investment transactions must be competitively transacted and executed with broker/dealers or financial institutions that have been authorized by the City. The City will obtain no less than three (3) competitive offers. (Exception: new issues will not be required to be competitively transacted as all broker/dealers would show the same price and yield.)

Selection of Financial Institutions

Depositories shall be selected through the City's banking services procurement process, which shall include a formal Request for Proposal (RFP). In selecting depositories, the services available, service costs, and credit-worthiness of institutions shall be considered, and the Investment Officer(s), shall conduct a comprehensive review of prospective depositories' credit characteristics and financial history.

The City shall select financial institutions from which the City may purchase certificates of deposit in accordance with the Act and this Policy. The City of Lubbock will have a written depository agreement with any financial institution with whom the City of Lubbock has time or demand deposits. The Investment Officer shall monitor the financial condition of financial institutions where certificates of deposit are held and report quarterly to the Audit and Investment Committee.

Collateralization of Public Deposits

Collateralization requirements are governed by Texas Government Code Chapter 2257, Public Funds Collateral Act. Collateralization will be required on three types of investments: time deposits, demand deposits, and repurchase agreements. In order to anticipate market changes and provide a level of security for all funds, collateral will be maintained and monitored by the pledging depository at no less than 102% of market value of principal and accrued interest maintained by the financial institution. The City of Lubbock chooses to limit collateral in the manner following.

Underlying collateral shall be composed of those investments approved in this policy and mortgage-backed securities as defined in Texas Government Code Section 2257.002. The maturity of the collateral security shall be no longer than a 30-year stated final maturity. The bank shall monitor and maintain the margins on a daily basis. All collateral shall be subject to inspection and audit by the City or its auditors. To allow for compliance verification by the City, monthly reports of pledged collateral shall include, at a minimum, information for each security that identifies its (i) type, (ii) CUSIP Number, and (iii) face value.

Collateral shall always be held by an independent third party with whom the City of Lubbock has a current custodial agreement. This should be evidenced by a written agreement in an effort to satisfy the Uniform Commercial Code (UCC) requirement for control. A safekeeping receipt must be supplied to the City of Lubbock for any transaction involving sales/purchases/maturities of securities and/or underlying collateral, which the City of Lubbock will retain. The right of collateral substitution is granted provided the substitution has prior approval of the City and is followed by the delivery of an original safekeeping receipt to the City of Lubbock, and the replacement collateral is received prior to the release of original collateral. The collateral agreement must be in writing.

Safekeeping of Securities

All securities owned by the City shall be held in City designated third-party safekeeping. All trades executed by a dealer will settle delivery-versus-payment through the City's safekeeping agent.

Securities held in custody for the City shall be independently audited on an annual basis to verify investment holdings.

Delivery versus Payment

All security transactions, including collateral for repurchase agreements, entered into by the City of Lubbock shall be conducted on a delivery-versus-payment (DVP) basis. That is, funds shall not be wired or paid until verification has been made that the collateral was received by the Trustee.

Reporting

Investment reports shall be prepared monthly and be signed and submitted by the Investment Officer(s) in a timely manner. These reports will be submitted to the City Manager and City Council. This report shall describe in detail the investment position of the City, disclose the market value and book value of each fund group as well as each separate investment, and state the maturity date of each security and accrued interest for the reporting period. It must also express the compliance of the portfolio to the investment strategy contained in the City's Investment Policy, the Act, and Generally Accepted Accounting Principles (GAAP). Market pricing information is obtained through the use of appropriate software available either internally or externally through investment advisors. A written record shall be maintained of all bids and offerings for securities transactions in order to ensure that the City receives competitive pricing. An independent auditor will review monthly investment reports on an annual basis, as required by the Act.

Changes in Statutes, Ordinances or Procedures

This policy is designed to operate within the restrictions set forth in applicable State of Texas and Federal laws and statutes, but it does not permit all activity allowed by those laws. Changes to state or federal laws, which restrict a permitted activity under this policy shall be incorporated into this policy immediately upon becoming law. Changes to state or federal laws that do not further restrict this policy shall be reviewed by the Audit and Investment Committee and recommended to the City Council when appropriate.

Performance Review

The Audit and Investment Committee shall meet no less than quarterly to review the portfolio's adherence to appropriate risk levels and to compare the portfolio's total return to the established investment objectives and goals.

The Investment Officer(s) shall periodically establish a benchmark yield for the City's investments equal to the average yield on the United States Treasury security, which most closely corresponds to the portfolio's actual weighted average maturity, or any other benchmark as approved by the Audit and Investment Committee. When comparing the performance of the City's portfolio, all fees and expenses involved with managing the portfolio will be included in the computation of the portfolio's rate of return.

Ethics and Conflicts of Interest

Investment Officer(s), employees, and Audit and Investment Committee Members involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or that could impair their ability to make impartial investment decisions. Employees and investment officials shall disclose to the City Manager and the Texas Ethics Commission, any material financial interests in financial institutions that conduct business within this City, and they shall further disclose any large personal financial/investment positions that could be related to the performance of this City's portfolio. A disclosure statement with the Texas Ethics Commission and the City Manager will also be filed if an Investment Officer, employee, or Audit and Investment Committee Member is related within the third degree by consanguinity or within the second degree by affinity, as determined under Chapter 573, to an individual seeking to sell an investment to the City. Employees and officers shall subordinate their personal investment transactions to those of the City particularly with regard to the timing of purchases and sales.

Internal Controls

The Investment Officers shall establish a system of internal controls, which shall be documented in writing. The internal controls shall be reviewed by the Audit and Investment Committee and with the independent auditor on an annual basis. The controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated market changes, or imprudent actions by employees and officers of the City.

Policy Revisions

The City Council shall adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed the investment policy and investment strategies and that the written instrument so adopted shall record any changes made to either the investment policy or investment strategies (Texas Government Code Section 2256.005(e)). The Audit and Investment Committee will review the Investment Policy and Investment Strategies annually. The Audit and Investment Committee shall forward modifications to the Policy or a resolution stating there are no changes to the City Council annually for City Council action.

Authority/Date Issued:

City Council Resolution # 5728/December 18, 1997
City Council Resolution # 5867/May 28, 1998
City Council Resolution #6600/November 4, 1999
City Council Resolution #2000-R0418/November 27, 2000
City Council Resolution #2001-R0471/November 8, 2001
City Council Resolution #2003-R0065/February 13, 2003
City Council Resolution #2003-R0474/October 23, 2003
City Council Resolution #2004- R0560/November 18, 2004
City Council Resolution #2005- R0478/October 13, 2005
City Council Resolution #2007- R0242/June 14, 2007
City Council Resolution #2007- R0402/August, 23, 2007
City Council Resolution #2008-R0113/April 10, 2008
City Council Resolution #2009-R0138/April 9, 2009
City Council Resolution #2010-R0159/April 8, 2010
City Council Resolution #2011-R0135/April 14, 2011
City Council Resolution #2012-R0033/January 26, 2012
City Council Resolution #2013-R0050/January 31, 2013
City Council Resolution #2014-R0002/January 9, 2014
City Council Resolution #2015-R0002/January 8, 2015
City Council Resolution #2016-R0030/January 28, 2016
City Council Resolution #2017-R0003/January 12, 2017
City Council Resolution #2018-R0173/May 24, 2018
City Council Resolution #2019-R0284/August 27, 2019
City Council Resolution #2020-R0406/December 1, 2020

Debt Policy

The City's Chief Financial Officer (CFO) is charged with the responsibility for prudently and properly managing any and all debt incurred by the City. The following policy provides the methods, procedures, policies and practices which, when exercised, ensure the sound fiscal management of the City's debt program.

SCOPE

This policy applies to all long-term debt securities issued by the City. This may include general obligation bonds, certificates of obligation, tax notes, revenue bonds, capital leases, private placements, and letters of credit. The debt of the City is recorded in the *Government-Wide Financial Statements* with columns breaking out governmental activities from business-type activities. The fund financial statements use a different measurement focus for governmental funds, recording debt service expenditures rather than long-term liabilities. The fund financial statements for *Enterprise and Internal Service Funds* record long-term liabilities for accounting purposes, but focus on debt service expenditures when budgeting.

General-purpose debt and tax-supported debt instruments are recorded in the *Government-Wide Financial Statements in the governmental activities column* while current principal and interest requirements and necessary resources to service debt instruments are recorded in the *Debt Service Fund*.

Most self-supported Certificates of Obligation are recorded in the fund that generates the user fees that are pledged to repay the debt. For example, prior to FY 2018-19, Water/Wastewater Certificates of Obligation are recorded in the *Water/Wastewater Enterprise Fund*. An exception is when the self-supported issuance is supported by a dedicated revenue source in Special Revenue Funds, such as Hotel/Motel Tax, Gateway Franchise Fees, and Tax Incremental Financings. These certificates are recorded in the *Government-Wide Financial Statements in the governmental activities column*, as they are general-purpose debt.

Revenue bonds are recorded in the Enterprise Fund that generates the user fees that are the underlying revenue pledge for the debt. For example, Electric Revenue Bonds are recorded as a liability in the *Electric Enterprise Fund*. Beginning in FY 2018-19, Water/Wastewater Revenue Bonds are recorded in the *Water/Wastewater Fund*.

Capital leases for governmental funds are recorded in the *Government-Wide Financial Statements* in the governmental activities column, while the debt service expenditures are recorded in the *General Fund*. Capital leases for business-type activities are recorded in the *Enterprise Funds* and the *Internal Service Funds* based on the fund that collects the fees that support the lease. The funds are accounted for in the *City of Lubbock Comprehensive Annual Financial Report*.

DEBT LIMITS

While there is no direct debt limitation in the City Charter or under state law, the City operates under a Home Rule Charter that limits the maximum tax rate, for all City Purposes, to \$2.50 per \$100 assessed valuation. Administratively, the Attorney General of the State of Texas will permit allocation of \$1.50 of the \$2.50 maximum tax rate for general obligation debt service.

The City evaluates new debt issuance as it relates to the current debt level. The amount of debt retired each year is compared to the amount of debt to be issued any given year and an analysis performed to determine the community's ability to assume and support additional debt service payments. When appropriate, the issuance of self-supporting revenue bonds and self-supporting certificates of obligation are also considered.

An objective, analytical approach is used to make the determination of whether debt is issued. The process compares generally accepted standards of affordability to the current values for the City. Those standards may include measures such as: debt per capita, debt as a percent of assessed value, debt service payments as a percent of current revenues and/or current expenditures, and the level of overlapping net debt of all local taxing jurisdictions.

Debt Policy

OBJECTIVES

Legal and Regulatory Compliance

The City's debt policies and procedures are designed to ensure compliance with all State and Federal law governing debt, including but not limited to, State law, Federal law, U.S. Constitution, Internal Revenue Service rules and regulations, Securities and Exchange Commission ("SEC") regulations, Municipal Securities Rulemaking Board ("MSRB") regulations, court rulings, existing debt covenants, and City Charter provisions.

As a result of the importance of complying with all legal and regulatory requirements, the Chief Financial Officer and the City Attorney will coordinate all activities necessary to issue debt, including but not limited to the following:

- selection of bond counsel;
- review ordinances and resolutions provided by bond counsel;
- review all documents necessary to issue debt provided by bond counsel; and
- verify compliance with the City Charter.

RESPONSIBILITY AND CONTROL

The ultimate responsibility and authority for issuing debt is approval by the City's governing body, the City Council. The Chief Financial Officer is charged with the responsibility for the appropriate management of the City's debt program. The Capital Program Finance Manager executes the day-to-day functions of the debt program following the policies and procedures as well as the guidance and recommendations of the Chief Financial Officer, Senior Management, and City Council.

SELECTION OF SERVICE PROVIDERS

Financial Advisors

The Chief Financial Officer provides recommendations for the selection of a financial advisor for the City's debt program. The financial advisor may perform the following duties including, but not limited to: presenting all available financing alternatives; comprehensive analyses for debt refinancing; recommendations for alternative financial structures; development of timing and sale of new issues; coordinating the market timing and pricing of debt securities; issuing and disseminating the bond offering documents and other disclosure requirements; coordinating with the underwriters of the bond issuance; seeking and coordinating ratings from the nationally recognized rating agencies; and, providing guidance and advice about debt-related topics and the capital markets.

The recommendations to select a financial advisor may be based on the results of a formal request for proposal process or may be based on a quantitative and qualitative analysis of financial advisors. In either case, when the recommendation is made for Senior Management and City Council approval, the basis for the recommendation will be submitted for review. The engagement of a financial advisor is implemented through the approval of a contract by the City Council.

Bond Counsel

The Chief Financial Officer coordinates with Senior Management on the selection of bond counsel. Upon selection, bond counsel is responsible for providing an opinion to investors in two specific areas: first, the bond counsel must assure investors that the securities are valid and legally binding obligations of the City; and second, the bond counsel will state whether the interest on the bonds is exempt from Federal taxation. The bond counsel also prepares all bond documents necessary to execute the bond issuance. The bond counsel is responsible for coordinating with the City Attorney's Office, City Secretary's Office and Finance Office as well as the City's financial advisor to ensure that all tasks associated with the bond issuance are completed within prescribed timeframes.

Paying Agent/Registrar

The City's financial advisor may conduct a request for proposal process to select the paying agent/registrar for each new issue and may recommend the successful candidate for approval by City staff.

Debt Policy

Underwriters

In a negotiated sale (see “Methods of Sale”), the Chief Financial Officer, after review with Senior Management, makes recommendations about which underwriting firms to include in the underwriting syndicate. A diverse group of securities firms will be chosen based upon past performance, demonstrated ability to resell, prior municipal issuance experience, and other factors.

Bond Insurer

Credit quality and marketability of securities may be enhanced through the purchase of municipal bond insurance. The City may pay a single premium, and in turn, the bond insurer unconditionally guarantees the payment of principal and interest to bondholders in the event of default.

Prior to purchasing insurance for an issue, the City performs a cost-effectiveness analysis with assistance from the financial advisor and bond counsel. Due to the City’s high credit quality, the costs of insurance typically outweigh the benefits the City may derive by insuring an issue, but due consideration will be given to the possibility of insurance.

CAPITAL PROGRAM

One of the City Council’s goals is to maintain the excellent quality of the City’s infrastructure. One of the mechanisms to achieve that objective is the maintenance of a Capital Program.

Citizen’s Advisory Committee

Approximately every five years, the City initiates the development of a multi-year financing and management tool that identifies public facility and equipment requirements, places these requirements in order of priority, and schedules them for funding and implementation. The City Council begins the process by appointing a Citizen Advisory Committee, made up of citizens that have skills and abilities suited to make recommendations on needed capital improvements.

A finance subcommittee is typically appointed and charged with the objective of evaluating the current debt capacity and recommending an amount of debt (including structure, maturity, and other relevant elements) the City can incur within parameters set by City Council regarding tax rates, fee structure, and debt policies.

When the Citizen’s Advisory Committee makes their recommendations, and the City Council approves all or part of these recommendations, an election is scheduled to seek a public vote to approve the issuance of general obligation debt that will be supported by property tax. The amount of general obligation debt approved by the voters is issued, as needed, for construction of approved capital projects. The underlying asset that is being financed should have a useful life that is equal to, or longer than, the maturity schedule of the debt issued for the financing of the asset. Since issuing debt costs more than purchasing assets outright, the use of financing will be carefully evaluated to ensure that benefits, tangible and/or intangible, derived from financing exceed the related financing costs.

Ongoing Capital Needs – “Pay-as-you-Go”

Capital Projects are generally defined as costs to construct an asset or system improvement that exceeds \$25,000 and has a useful life of at least five years.

The City strives to maintain capital assets and infrastructure at a sufficient level to protect the City’s investment to minimize future replacement and maintenance costs, and to maintain service levels.

An annual review of the need for capital improvements and equipment, current status of the City’s infrastructure, replacement and renovation needs, and potential new projects is implemented during the budget process. All projects, ongoing and proposed, are prioritized based on an analysis of current needs and resource availability. For every capital project, all operation and maintenance costs are included in the proposal as well as start date, requested total budget, the amount expected to be expended each year, and proposed sources of financing.

Debt Policy

The Finance Office matches all of the eligible requests, which represent the full range of capital needs, with all known sources of funding. Decisions are made on prioritization of proposed projects using sound judgment of criteria such as:

- requirements on operations to meet anticipated growth;
- need for an orderly replacement of existing capital facilities and equipment;
- current levels of capital repair and replacement including obsolescence;
- projects that demonstrate an ultimate cost recovery/savings;
- ongoing and projected future maintenance requirements; and
- the extent to which a project addresses a public health or safety issue or court order/mandate.

Capital Projects may be funded using current revenues (property tax, dedicated tax, Enterprise User fees, etc.) grant funds, contributions (such as developer contributions) and the issuance of debt.

Capital Projects are considered for issuance of debt when construction is to provide infrastructure to meet growth needs, so that future residents may service the debt in addition to current users and when the project requires an immediate large capital outlay or is for an unusually large total amount. This reduces the onerous tax burden that would be necessary to fund the Capital Project on a “pay-as-you-go” basis.

Current operating and maintenance costs are not funded with debt issuance.

METHODS OF SALE

The City typically chooses from three different methods of selling debt securities. The methods and the description of each method are listed below:

1. **Competitive Sale** – Bonds are awarded in an auction-style of sale to an underwriter or syndicate of underwriters that provides the lowest True Interest Cost (TIC) bid. TIC is defined as the rate, which will discount the aggregate amount of debt service payable over the life of the bond issue to its present value on the date of delivery. The successful underwriter is required to provide a “good faith deposit” to the City in the amount of two percent of the total issuance. This deposit will be returned to the lead underwriter within 24 hours of the successful delivery of the bonds. Competitive sales offer all interested underwriters an opportunity to compete for the reoffering of the City’s bonds.
2. **Negotiated Sale** – The City chooses an underwriter or underwriting syndicate that is interested in reoffering a particular series of bonds to investors. The terms of the sale, including the size of the underwriter’s discount, date of sale, and other factors are negotiated between the City and the Underwriter(s). The lead underwriter is required to provide a “good faith deposit” to the City in the amount of one percent of the total issuance.

Although the method of sale is termed negotiated, individual components of the sale may be competitively bid. The components are subject to a market analysis and reviewed prior to recommendation by staff. Negotiated sales are more advantageous when there needs to be some flexibility in the sale date and market volatility is a concern.

Negotiated sales are also often used when the issue is particularly large, if the sale of the debt issuance would be perceived to be more successful with pre-marketing efforts when a desired debt structure is a necessity and when market timing is a consideration.

3. **Private Placement** – The sale of debt securities to a limited number of sophisticated investors without the use of certain traditional financing documents such as an official statement and the possibility of no credit ratings. The City may engage a placement agent to identify likely investors. A private placement is beneficial when the

Debt Policy

issue size is small or when the security for the bonds is weak since the private placement permits issuers to sell riskier securities at a higher yield to investors that are familiar with the credit risk

The City considers the following criteria when determining the appropriate method of sale for any debt issuance:

- Complexity of the Issue – Municipal securities with complex security features require greater marketing and buyer education efforts on the part of the underwriter, to improve the investors' willingness to purchase.
- Volatility of Bond Yields – If municipal markets are subject to abrupt changes in interest rates, there may need to be some flexibility in the timing of the sale to take advantage of positive market changes or to delay a sale in the face of negative market changes.
- Familiarity of Underwriters with the City's credit quality – If underwriters are familiar with the City's credit quality, a lower true interest cost may be achieved. Awareness of the credit quality of the City has a direct impact on true interest cost an underwriter will bid on an issue. Therefore, where additional information in the form of presale marketing benefits the interest rate, a negotiated sale may be recommended.
- Size of the Issue – The City may choose to offer sizeable issues as negotiated so that pre-marketing and buyer education efforts may be done to promote the bond sale.
- Costs of Issuance – Should the City decide to offer a small issue, it may choose a private placement in order to avoid the usual higher costs of issuance generally associated with competitive and negotiated sales.

COMPETITIVE SALE BIDDING PARAMETERS

The City seeks to identify bidding parameters such that bidders have sufficient flexibility to make the best possible bid. Bidding parameters are structured in the initial planning of the sale to enhance the attractiveness of the offering such that the lowest true interest cost may be achieved.

Bid Verifications

The City of Lubbock awards successful bidders on the basis of the lowest true interest cost.

Good Faith Deposits

Bidders collectively choose a bank to be the good faith bank to represent several in providing a good faith deposit. The bidders keep funds on deposit to cover the good faith check if necessary. The Financial Advisor collects a cashier's check in advance for two percent of the issue if the issue is competitive or for one percent of the issue if the issue is negotiated. Bidders not covered by the good faith bank must provide a good faith check at the time they submit their bid. Good faith checks of the non-winning bidders will be returned immediately after the bid is awarded, usually through overnight mail. The good faith check of the winning bidder is returned within 24 hours of the issue closing, usually through overnight mail.

Allowable Discounts

In most cases, the City requires bidders to purchase bonds at par. When there are no prevailing limitations, a discount may be permitted when market conditions indicate a discount will be more competitive and when there is flexibility to increase the par amount of the issue. If there is considerable market activity on the date of the proposed sale or other market-related factor to necessitate improving the marketability of the issue, discounts may be permitted. Bidders are notified in advance of the allowance for discounts.

Term Bonds

Bidders may form term bonds based on the length of the maturity schedule. In a 20-year maturity, bidders may form up to 5 terms. The resulting term bond structure must completely mirror the serial bond structure.

Debt Policy

NEGOTIATED SALE – DESIGNATION POLICIES

In a negotiated sale, the City reserves the right to mandate a priority of orders that dictates the sequence in which investors are allocated bonds. In the absence of a specific policy mandated by the City on a particular bond sale the order of priority will be (1) City residents' orders, (2) net designated orders, and (3) syndicate member orders.

The City uses designation rules that reward performance in a negotiated sale. The most common order type used by the City is the net designated orders. This type of order permits the investor placing the order to designate which syndicate members receive credit for its order. The City, at its discretion, may require that each investor designate a minimum number of syndicate members in which no one firm may receive more than 50 percent and no less than 10 percent credit. The minimum number of firms to be designated will be decided by the City prior to pricing the bonds.

Retention

Prior to pricing a bond issue, the City will select a lead underwriter and co-managing underwriters for the underwriting syndicate. Each member of the syndicate will then be assigned an account liability for purposes of determining the amount of the unsold bonds that will be allocated to each member of the syndicate. The total account liabilities will add up to 100 percent and the lead underwriter will typically have a larger liability than the co-managing underwriters.

Management Fee

A management fee may be awarded to compensate the underwriters for providing assistance in structuring of the transaction, review of documents, coordination of the working group, efforts to obtain credit enhancement and other tasks. The management fee is typically allocated in the same allocation as the account liabilities.

BOND RATING AGENCY APPLICATION

Prior to issuing new debt or to issuing refunding debt, the City will submit a rating application to at least two of the nationally recognized rating agencies, which are Moody's Investors Service, Standard & Poor's Rating Service and Fitch Ratings.

As part of the application process, City staff and elected officials may make a bond rating presentation directly to the credit analysts of the selected rating agencies. The City evaluates each time whether the circumstances favor making the presentation at the Bond Rating Agency offices, as a site visit or in some other convenient location. Included in the presentation, staff compiles information relevant to the City's current economic and financial condition as well as City initiatives. When issues occur frequently, the rating agency application and offering document will be supplemented by a minimum of a written presentation of updated information about the City since the last rating application.

Annually, the City will distribute the Comprehensive Annual Financial Report and the current operating and capital budgets to each of the bond rating agencies that maintain ratings on the City's outstanding debt obligations. Information about the City is also available on the City's website, www.mylubbock.us.

DISCLOSURE DOCUMENTS

The financial advisor normally assists the City in the preparation of the Official Statement in conjunction with the sale of bonds. The Official Statement contains relevant economic, financial and debt information to prospective purchasers of the new issue. Underwriters are required by SEC Rule 15c2-12 to obtain a copy of the Official Statement that is "deemed final" within 10 days following the bidding or purchasing a new issue of securities. The senior underwriter files a copy of each Official Statement with the Nationally Recognized Municipal Securities Information Repositories ("NRMSIRs").

Debt Policy

Continuing Disclosure

The City is required under the provisions of SEC Rule 15c2-12 to provide current information annually to update certain information typically required in each Official Statement. The Official Statement provides relevant information in a series of tables. Those tables are updated and provided in the City's Comprehensive Annual Financial Report on an annual basis. This ensures the underwriters and investors have the opportunity to preview current information about the City prior to bidding or purchasing part or all of a City issuance or purchasing outstanding obligations in the secondary market. The Comprehensive Annual Financial Report's are filed with current appointed NRMSIRs.

Additionally, the City will also provide timely notices of certain events to the Municipal Securities Rulemaking Board ("MSRB"). The City will provide notice of any of the following events with respect to bonds issued within ten business days after the occurrence of an event: principal and interest payment delinquencies; non-payment related defaults, if material; unscheduled draws on debt service reserves reflecting financial difficulties; unscheduled draws on credit enhancements reflecting financial difficulties; substitution of credit or liquidity providers, or their failure to perform; adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Obligations, or other material events affecting the tax status of the Obligations; modifications to rights of holders of the Obligations, if material; redemption of the Obligations, if material, and tender offers, if material; defeasances; release, substitution, or sale of property securing repayment of the Obligations; rating changes; bankruptcy, insolvency, receivership, or similar event of the City; the consummation of a merger, consolidation, or acquisition involving the City or the sale of all or substantially all of the assets of the City, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and appointment of a successor Paying Agent/Registrar or change in the name of the Paying Agent/Registrar, if material. (Neither the Obligations nor the Ordinances make any provision for debt service reserves or liquidity enhancement.)

BOND TYPE & STRUCTURE

Fixed Interest versus Variable Interest

The City primarily issues fixed rate bonds to protect the organization against interest rate risk. The City has the option to issue variable rate bonds, and may do so if market conditions warrant consideration of such a structure.

General Obligation Bonds

The City issues General Obligation Bonds for general purpose capital improvements when benefits accrue to the entire community. General Obligation Bonds are also used when the expectation of the project is that it will not generate significant revenues.

The City pledges its full faith and credit and levies property tax to repay the debt. In order to issue General Obligation Bonds, the City's voters must authorize the amount to be issued through a referendum.

General Obligation Bonds are sold for a term equal to, or less than, the useful life of the funded project.

Certificates of Obligation

The City has the opportunity to issue Certificates of Obligation, which are general obligation debt that do not require voter approval.

Although voter approval is not required additional notification requirements do apply.

Certificates of Obligation are often issued in cases where user fees are pledged to repay the debt. Current examples include Water/Wastewater, Solid Waste, and Airport.

Debt Policy

Certificates of Obligation are available for governments when the improvements being sought are necessary for the health, safety and welfare of the citizens.

Revenue Bonds

The City issues Revenue Bonds primarily for the City's Water/Wastewater system and Lubbock Power & Light. Revenue Bonds are secured by a specific source of revenue. There is no tax pledge. Revenue Bonds are issued to pay for improvements that benefit the users that repay the debt through user fees.

Typically the City is required to fund a Reserve Fund that has no less than the highest annual debt service payment or an average annual debt service amount on deposit as a contingency. Another method to provide for contingencies is to purchase a Surety Bond in the amount of the average annual debt service or highest annual debt service. The costs of both methods are evaluated prior to a revenue bond issue by the City and the Financial Advisor. The City fully complies with reserve fund requirements set forth in any and all bond covenants.

When Revenue Bonds are issued or are outstanding, coverage requirements consistent with the bond covenant will be maintained.

Conduit Securities

The City acts as a conduit for tax-exempt financing for several entities within the City. Those entities include but are not restricted to Lubbock Health Facilities Development Corporation, Lubbock Housing Finance Corporation, Lubbock Educational Facilities Authority, Inc., and Vintage Township Public Facilities Corporation.

The City assumes no liability for the timely payment of debt issued by entities that issue conduit financing.

The City may compel the entity issuing conduit financing to commit to provide the municipal securities market with continuing disclosure information, issue an Official Statement or other disclosure document that clearly describes the lack of direct financial support from the City, or obtain an opinion that states that the City will not be liable for the payment of principal and interest in the event of default by the conduit borrower. If the opinion cannot be obtained, the City may ask the conduit borrower to purchase bond insurance or provide a letter of credit in the City's name to protect taxpayers in event of default.

Structure

Bonds are generally issued between 10 and 30 years, depending on the life of the asset. Typically interest is paid in the first fiscal year after a bond sale and principal is paid no later than the second fiscal year after the debt is issued. Call provisions for bond issues shall be made as short as possible consistent with the lowest interest cost to the City. The targeted maximum length to call is 10 years.

INVESTMENT OF BOND PROCEEDS

The City maintains in its Investment Policy document approved by the City Council the strategy and policies for investing bond proceeds. Interest on bond proceeds is restricted such that it may only be used to fund projects that have the same purpose as the purpose for which the bonds were originally issued. Construction proceeds are typically invested in short-term securities so that they are liquid. Interest & Sinking funds may be invested longer as they have to be maintained for the life of the issue.

ARBITRAGE COMPLIANCE

The City will follow a policy of full compliance with all arbitrage rebate requirements of the Federal tax code and Internal Revenue Service regulations and will perform (via contract consultant) arbitrage calculations for each issue subject to rebate on an annual basis. All necessary rebates will be filed and paid when due.

Debt Policy

Arbitrage Calculations & Rebate

On fixed-yield issues, the calculation of rebate must be performed no later than each 5-year anniversary date of the issuance (Delivery Date) of the bonds and at final maturity. Where bond interest earnings exceed the arbitrage yield, the City rebates those excess earnings to the Internal Revenue Service. The City keeps detailed records of investments and construction and provides this information to the consultant for the arbitrage calculation.

Exceptions to Rebate Calculations

Six-month Exception – where 95 percent of the proceeds will be spent within six months and the other five percent will be spent within 12 months.

Twenty-Four Month Exception – only available to a construction issue has the following expenditure goals:

- 10 percent in 6 months
- 45 percent in 12 months
- 75 percent in 18 months
- 100 percent in 24 months (with a 5% de minimus holdback)

The irrevocable election must be made on or before the date the bonds are issued. This option includes a penalty in lieu of rebate. When the spending schedule is not met, the issuer pays a 1 1/12 percent penalty each six months on the cumulative shortfall for the spending goals specified above.

Eighteen-Month Exception – available for any type of proceeds and includes the following spending schedule:

- 15 percent in 6 months
- 60 percent in 12 months
- 100 percent in 18 months (with a 5% de minimus holdback)

REFUNDING & RESTRUCTURING OPTIONS

The City may elect to refund existing debt for any of the following reasons:

- To achieve interest rate savings in a declining interest rate environment;
- To update covenants on outstanding debt which impair efficient operations, require burdensome coverage, or prohibit necessary or desirable activities;
- To restructure the pattern of debt service associated with outstanding bond issues; and
- To alter bond characteristics such as call provision or payment dates.

Types of Refunding

- Current refundings are when outstanding debt is callable within 90 days. Most City debt has a ten-year call date built into its structure. When debt reaches the call date, refunding bonds may be issued to pay off the old debt.
- Advance refunding was recently eliminated as a refunding option by the Tax Cuts and Jobs Act, signed December 22, 2017. Advance refundings are restructuring instruments where the debt is not callable within 90 days. In an advance refunding the proceeds to defease the debt at its call date are placed in an irrevocable escrow until the call date. The amount to be deposited into the escrow is calculated by identifying the amount necessary to deposit, which will earn a fixed rate of interest, to accumulate to the amount necessary to be available upon the call. This practice prevents exposure to the practice of yield burning since there are no excess earnings under this structure. The Tax Reform Act of 1986 limits each issue to one advance refunding for all issues issued after 1986.

Debt Policy

DEBT RATIOS

The City has identified key debt ratios that investors and financial analysts use when reviewing the City's creditworthiness. The City has established a floor and ceiling amount for each debt ratio and will periodically update for investors and others the values for these ratios. These ratios include:

- Debt as a Percentage of Assessed Value – this ratio indicates the relationship between the City's debt and the taxable value of property in the City or the City's ability to repay the debt.
- Debt Per Capita is the ratio that indicates the per capita debt burden and is a general indicator of the City's debt burden.
- Debt Per Capita as a Percentage of Median Household Income is a measure of the capacity of citizens to finance tax-supported debt. A low ratio means that taxes required to pay debt represent a smaller portion of the average citizen's income.
- Debt Service as a Percent of General Governmental Expenditures – City's ability to repay debt without hampering other City services.
- Unreserved General Fund Balance as a percent of General Fund Operating Expenses.

ORDINANCE NO. 2021-00126

AN ORDINANCE APPROVING AND ADOPTING A BUDGET FOR FISCAL YEAR 2021-22; APPROVING SUMMARY OF ESTIMATED AND FORECASTED REVENUES, APPROPRIATIONS, AND USE OF EXCESS RESERVES FOR ALL FUNDS OF THE CITY; PROVIDING FOR NECESSARY TRANSFERS OF FUNDS BETWEEN ACCOUNTS AND DEPARTMENTS, IF REQUIRED; AUTHORIZING REDUCTION OF SPENDING BY CITY MANAGER IF NECESSARY; RE-APPROPRIATION OF BALANCES WHICH SUPPORT AUTHORIZED OBLIGATIONS OR ENCUMBERED; PROVIDING FOR FILING OF ADOPTED BUDGET; ESTABLISHING CIVIL SERVICE CLASSIFICATIONS AND POSITIONS; APPROPRIATING FUNDS FOR THE FISCAL YEAR 2021-22 OPERATING BUDGET AND CAPITAL PROGRAM OF THE CITY OF LUBBOCK; APPROVING ALL PERMIT, LICENSE, FEES, AND CHARGES FOR SERVICE RECOMMENDED TO BE ADJUSTED; APPROVING THE PAY PLAN AND POSITIONS; APPROVING PERSONNEL; AMENDING SECTION 22.03.084 OF THE CODE OF ORDINANCES OF THE CITY OF LUBBOCK BY REVISING THE WATER BASE RATE FEES AS CONTAINED THEREIN; AMENDING SECTION 22.03.085 OF THE CODE OF ORDINANCES OF THE CITY OF LUBBOCK BY ESTABLISHING AN INDUSTRIAL VOLUME RATE CLASS AS CONTAINED THEREIN; AMENDING SECTION 22.03.090(a) OF THE CODE OF ORDINANCES OF THE CITY OF LUBBOCK BY REVISING THE WATER SERVICE (WATER TAP) CONNECTION FEES AS CONTAINED THEREIN; AMENDING SECTION 22.04.041(a) OF THE CODE OF ORDINANCES OF THE CITY OF LUBBOCK BY REVISING THE WASTEWATER BASE RATE FEES AS CONTAINED THEREIN; AMENDING SECTION 22.04.045(a) OF THE CODE OF ORDINANCES OF THE CITY OF LUBBOCK BY REVISING THE SEWER SERVICE CONNECTION FEES AS CONTAINED THEREIN; AMENDING SECTION 22.04.174 OF THE CODE OF ORDINANCES OF THE CITY OF LUBBOCK BY REVISING LANGUAGE ON SEPTIC TANK EMPTYING AS CONTAINED THEREIN; AMENDING SECTION 22.06.051 OF THE CODE OF ORDINANCES OF THE CITY OF LUBBOCK BY REVISING THE SOLID WASTE LANDFILL SERVICE FEES AS CONTAINED THEREIN; AMENDING SECTION 22.06.185(a) OF THE CODE OF ORDINANCES OF THE CITY OF LUBBOCK BY REVISING THE SOLID WASTE COLLECTIONS SERVICE FEES AS CONTAINED THEREIN; ACCEPTING THE BUDGETS FOR LUBBOCK ECONOMIC DEVELOPMENT ALLIANCE, MARKET LUBBOCK, INC., CIVIC LUBBOCK, INC., AND VINTAGE TOWNSHIP PUBLIC FACILITIES CORPORATION; FINDING THAT PROPER NOTICE OF MEETING PROVIDED BY LAW AND RATIFYING SUCH; PROVIDING FOR PUBLICATION; AND PROVIDING FOR A SAVINGS CLAUSE.

WHEREAS, the City Manager has prepared certain figures for the Fiscal Year 2021-22 Proposed Operating Budget and Capital Program (Proposed Budget) and has submitted the same to the City Council; and

WHEREAS, the City Manager filed the Proposed Budget with the City Secretary for the fiscal year beginning October, 1, 2021; and

WHEREAS, the City Secretary posted notice that the Proposed Budget had been filed

and a public hearing called thereon by the City Council at Citizens Tower; and

WHEREAS, the City Council determined that the Proposed Budget, as revised, is appropriate and correct in all respects and that all requirements of the law have been satisfied; and

WHEREAS, the City Council of the City of Lubbock, in its authority as the governing body of a home rule municipality and in accordance with Article XI, Section 5 of the Texas Constitution and Subchapter C of Chapter 552 of the Texas Local Government Code, finds that assessing a payment in lieu of taxes (PILOT) and a franchise fee to any and all of its utilities is a necessary cost of service and is an administrative cost of operating the said utilities; and

WHEREAS, the City Council of the City of Lubbock, in its authority as the governing body of a home rule municipality and in accordance with Article XI, Section 5 of the Texas Constitution and Subchapter C of Chapter 552 of the Texas Local Government Code, further finds that assessing any and all of its utilities prorated indirect costs and costs for providing internal City services, including, but not limited to, providing office space, postage, information technology services and legal services, is a necessary cost of service and is an administrative cost of operating said utilities; and

WHEREAS, the City Council of the City of Lubbock, in its authority as the governing body of a home rule municipality and in accordance with Article XI, Section 5 of the Texas Constitution and Subchapter C of Chapter 552 of the Texas Local Government Code, finds that all charges assessed to any and all of its utilities to be transferred to the General Fund, as set forth in the Proposed Budget, are solely for the cost of service, are necessary to reimburse the City of Lubbock for all expenses the City of Lubbock incurs in providing said utilities, and that all such costs are directly related to drainage and operating said utilities; NOW THEREFORE:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LUBBOCK:

SECTION 1: THAT the budget proposed by the City Manager and filed with the City Secretary for fiscal year October 1, 2021 through September 30, 2022, which is attached hereto as Exhibit A, be and is hereby approved and adopted as the FY 2021-22 Adopted Operating Budget and Capital Program (Adopted Budget), and made a part of this ordinance for all purposes.

SECTION 2. THAT a summary of estimated and forecasted revenues, appropriations, and any use of excess reserves for all Funds of the City is hereby approved in all respects and is attached hereto as Exhibit B.

SECTION 3. THAT the City Manager is authorized to approve transfers between line items in any departmental budget and to make transfers within 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. A listing of transfers between funds that are included in the Adopted Budget are attached hereto as Exhibit C.

SECTION 4. THAT to the extent that actual revenues are projected to be less than the budgeted revenues, the City Manager is authorized to reduce spending as necessary in order to prevent expenditures from exceeding available revenue sources; and that in the event such action is taken, the City Manager shall immediately notify the City Council in writing with appropriate explanation.

SECTION 5. THAT all balances of appropriation in each fund, which support authorized obligations, or are encumbered at the close of business for the fiscal year ended September 30, 2021 are hereby declared to be re-appropriated into the Adopted Budget beginning October 1, 2021.

SECTION 6. THAT a copy of the Adopted Budget shall be filed with appropriate officials as required by law.

SECTION 7. THAT in accordance with Section 2.06.109 of the Code of Ordinances of the City of Lubbock, the civil service classifications and positions set forth in the Adopted Budget as listed in Exhibit A are hereby established by Ordinance.

SECTION 8. THAT the funding, as set forth in the Adopted Budget, and as also set forth in the Capital Program, are hereby appropriated as set forth in the Capital Budget. A Capital Program Summary is attached hereto as Exhibit D.

SECTION 9. THAT the appropriation for a project in the Capital Program shall continue in force until the purpose for which the appropriation was made has been accomplished or abandoned.

SECTION 10. THAT all fees, fines and charges for service recommended to be adjusted are approved as listed in Exhibit A.

SECTION 11. THAT the pay plan is approved as listed in Exhibit E, and any pay plan band compensation limits shall be adjusted in accordance with any compensation adjustments. Said compensation adjustments shall not include the City Manager, City Attorney, and the City Secretary.

SECTION 12. THAT personnel is adopted as reflected in Exhibit F.

SECTION 13. THAT Section 22.03.084 of the Code of Ordinances, City of Lubbock, Texas is hereby amended to read as follows:

Sec. 22.03.084 Water base charge

Effective October 1, 2021, the city, through the city manager, shall charge and collect from every customer and every customer shall pay a monthly base charge

for water which shall be billed to all customers based upon the water meter size as follows:

<u>Meter Size</u>	<u>Water Base Charge</u>
Three-quarter inch (3/4") meter	\$18.50
One inch (1") meter	\$30.90
One and a half inch (1.5") meter	\$61.61
Two inch (2") meter	\$98.98
Three inch (3") meter	\$197.40
Four inch (4") meter	\$308.21
Six inch (6") meter	\$616.24
Eight inch (8") meter	\$986.05
Ten inch (10") meter	\$1,417.66

SECTION 14. THAT Section 22.03.085 of the Code of Ordinances, City of Lubbock, Texas is hereby amended to read as follows:

Sec. 22.03.085 Water volume rate generally

Effective December 1, 2017, in addition to the base charge, the city, through the city manager, shall determine the amount of water used by each customer through monthly meter readings and shall charge to and collect from every customer and every customer shall pay for water furnished by the city to the customer. The water furnished by the city shall be measured on a per one thousand (1,000) gallons basis and billed as follows for single-family residential customers:

0–1,000 gallons	included in base charge
1,001–5,000 gallons	\$4.03
5,001–10,000 gallons	\$6.97
10,001–30,000 gallons	\$8.36
Usage in excess of 30,000 gallons	\$8.57

All other customers will be billed as follows:

Block 1	\$4.76 per 1,000 gallons
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Block 2 \$6.50 per 1,000 gallons

Block 3 \$7.79 per 1,000 gallons

(1) Single-family residential irrigation. Does not include a block 1 volume; the block 2 volume of water is from 1,000 gallons used up to 40,000 gallons; and the block 3 volume is the amount of water used in excess of the block 2 volume.

(2) Multifamily residential, commercial and public. The block 1 volume is the amount of water used up to 100% of the average winter consumption (AWC) of each multifamily residential, commercial and public premises, respectively, the AWC being the average volume of water used as measured by the non-irrigation meter readings for the months of September, October, November, December, January and February, and updated in March of each respective year; the block 2 volume is the amount of water used in addition to the block 1 volume up to an additional 50% of the AWC (total of block 1 and block 2 is equal to 150% of the AWC); and the block 3 volume is the amount of water used in excess of the block 1 and block 2 volumes.

(3) Nonresidential irrigation. Does not include a block 1 volume; the block 2 volume of water shall be the average monthly use by all nonresidential irrigation users by meter size for nonresidential irrigation services. The block 3 volume is the volume of water used in excess of block 2 volume.

(4) Schools. All water used will be charged at a block 1 rate.

(5) Industrial. All water used by industrial customers will be charged at a block 1 rate. An industrial customer is defined as a commercial facility that uses more than one million gallons per day (1.0 MGD) on average (annual volume divided by 365 days).

(6) Wholesale.

(A) The following water volume rate shall be applicable for those federal, state or local governments, governmental agencies or governmental subdivisions that are authorized to purchase water by city ordinance and enter into contracts with the city for wholesale purchases. The block 1 volume is the amount of water used up to 100% of the average winter consumption ("AWC") of the wholesale customer, the AWC being the average volume of water used as measured by the meter reading for the months of September, October, November, December, January and February, and updated in March of each respective year; the block 2 volume is the volume of water used in excess of the block 1 volume up to an additional 200% of the AWC (total of block 1 and block 2 is equal to 300% of the AWC); and the block 3 volume is the amount of water used in excess of the block 1 and block 2 volumes. For wholesale customers that do not have an AWC calculated for their

service, the AWC shall be established by contract based upon the average volume of water authorized in the contract for delivery in the months of September, October, November, December, January and February. Thereafter, an AWC shall be calculated based upon the volume of water actually used as provided for in this section. Solely for the purposes of wholesale customers, the water volume rate shall be 1.5 times the water volume rate for all other customers as set forth above, as applicable to each block.

(B) Nothing contained herein, absent agreement otherwise by the wholesale customer, shall affect existing valid and subsisting wholesale contracts by and between the city and wholesale customers. Any renewal or extension of such contract, other than renewals and extensions that may be exercised unilaterally by the wholesale customer, shall provide for the rates prescribed in this section.

(C) The rates prescribed herein for wholesale customers reflect the increased cost of service by the city for such customers, including without limitation, costs related to water distribution infrastructure and remote metering and service issues, standby water demands, and the impact of advancing the timing of water supply projects to meet additional water supply demands for wholesale customers.

(7) Fire hydrant. All non-fire use of water from a fire hydrant, including construction use, will be charged at a block 2 rate as established by this section.

(8) Affordable or average billing. Affordable or average billing may be offered to certain customers by policy approved by the city manager or his designee. The policy shall provide for an averaging methodology that ensures the city shall receive the total amount due over the course of a year, and that has a sign-up period between September and December of each year.

SECTION 15. THAT Subsection 22.03.090(a) of the Code of Ordinances, City of Lubbock, Texas is hereby amended to read as follows:

Sec. 22.03.090 Water service (water tap) connections

(a) The following fees shall be charged on all water installations requiring the following sizes of service connections:

- (1) For service connections of one inch and smaller: \$1,007.00.
- (2) For service connections of one and one-half inches: \$1,639.00.
- (3) For service connections of two inches: \$1,876.00.

SECTION 16. THAT Subsection 22.04.041(a) of the Code of Ordinances, City of Lubbock, Texas is hereby amended to read as follows:

Sec. 22.04.041 Rates charged for wastewater service

- (a) Effective October 1, 2021, the city, through the city manager, shall charge and collect from every customer and every customer shall pay a monthly base charge for wastewater service which shall be billed to all customers based upon the water meter size as follows:

<u>Meter Size</u>	<u>Wastewater Base Charge</u>
No meter - Commercial	\$62.65
Three-quarter inch (3/4") meter	\$16.55
One inch (1") meter and no meter residential	\$20.17
One and a half inch (1.5") meter	\$29.15
Two inch (2") meter	\$39.97
Three inch (3") meter	\$65.24
Four inch (4") meter	\$101.29
Six inch (6") meter	\$191.44
Eight inch (8") meter	\$299.59
Ten inch (10") meter	\$425.82

SECTION 17. THAT Subsection 22.04.045(a) of the Code of Ordinances, City of Lubbock, Texas, is hereby amended to read as follows:

Sec. 22.04.045 Fee for sewer service connections

- (a) The following fees shall be charged on all sewer installations (other than new construction) requiring service connections:

(1) For service connections 0 to 4 feet deep:	\$603.00
(2) For service connections 5 feet deep:	\$686.00
(3) For service connections 6 feet deep:	\$688.00

(4) For service connections 7 feet deep:	\$726.00
(5) For service connections 8 feet deep:	\$754.00
(6) For service connections 9, 10 or 11 feet deep:	\$755.00
(7) For service connections 12 feet deep:	\$862.00
(8) For service connections 13 feet deep:	\$864.00
(9) For service connections 14 feet deep:	\$867.00
(10) For service connections 15 feet deep:	\$1,368.00
(11) For service connections 16 feet deep:	\$1,446.00
(12) For service connections 17 feet deep:	\$1,524.00

SECTION 18. THAT Section 22.04.174 of the Code of Ordinances, City of Lubbock, Texas, is hereby amended to read as follows:

Sec. 22.04.174 Septic tank emptying

Regulation 1. Permit required. No septic tank, cesspool or chemical toilet, or any similar receptacle for waste storage shall be emptied at the Southeast Water Reclamation Plant or any other designated emptying site or its contents removed except by a person holding an annual transport permit from the city health official, as well as an annual disposal permit from the city's director of water utilities.

Regulation 2. Sanitary requirements. The permittee shall take all reasonable measures to prevent the development or existence of a nuisance or of any condition hazardous to health which can arise from his operations, and shall comply with the following:

- (1) Material taken from a septic tank, cesspool, chemical toilet, or any similar receptacle for waste storage shall be disposed of only in a manner and place approved by the health official. Approval shall be obtained at the time of issuance of the TCEQ permit, and no change in the approval procedure shall be made by the permittee without prior approval of the health official.
- (2) Every vehicle and all auxiliary equipment used for the transportation or handling of the contents of septic tanks, cesspools, chemical toilets or any similar waste storage receptacle shall be liquid tight, gastight, and soundproof, so that no foul material may spill or escape therefrom. Tanks on septic vehicles shall have a minimum capacity of seven hundred fifty (750) gallons, as per city health department regulations.
- (3) No vehicle or auxiliary equipment used for carrying, transporting or handling the contents of septic tanks, cesspools, chemical toilets or any similar waste storage receptacle shall be allowed to stand or remain near any occupied premises.
- (4) Vehicles and equipment shall be kept in a clean condition and shall not be opened longer than is necessary when in use.
- (5) Each vehicle used under this regulation shall have the permittee's TCEQ permit number visibly inscribed on the sides of the vehicle and the rear face in numerals not less than two (2) inches high.

(6) Mixing of incompatible wastes within the same container is prohibited. Transporters shall not use the same container or pumping equipment to collect or transport incompatible waste without first emptying and cleaning the container and equipment of all previously handled wastes. For purposes of this subsection, incompatible waste means wastes which have different processing, storage, or disposal requirements. However, transporters may mix wastes with different characteristics provided the facility to which the waste is being transported is authorized to store, process, or dispose of such waste mixture.

Regulation 3. Waste control record. Persons who collect and/or transport waste subject to control under this subchapter shall initiate and maintain a record of each individual collection and deposit. Such record shall be in the form of a manifest trip ticket or other similar documentation approved by the director of water utilities. The transporter shall provide the person who generates the waste a copy of the waste control record or other document showing receipt of waste and shall provide the facility operator a copy of all control records of wastes deposited. The transporter shall retain a copy of all records showing the collection and disposition of waste. Such copies shall be retained for three (3) years and made available to the director of water utilities upon request. The waste control record shall include:

- (1) Owner, address, telephone number, and TCEQ registration number of transporter;
- (2) Name, address, and telephone number of the person who generates the waste and date collected;
- (3) Type and amount of waste collected or transported;
- (4) Name of responsible person (driver) collecting, transporting, and depositing the waste;
- (5) Date and place where the waste was deposited;
- (6) Identification (permit application or site registration number, location, and operator) of the facility where the waste was deposited; and
- (7) Name and signature of facility representative acknowledging receipt of the waste and the amount of waste received.

Regulation 4. Location of waste dumping. Transporters shall deposit wastes at a facility designated by or acceptable to the generator of said wastes and the city where the operator of the facility agrees to receive the wastes.

- (1) Only true septage will be accepted at the Southeast Water Reclamation Plant. Grease trap waste and grit/sand trap wastes or any blending of grease and grit trap waste with septage shall not be accepted.
- (2) In the event of a discharge of waste during collection or transportation, the collector or transporter must take appropriate action to protect human health and the environment, e.g. notify local law enforcement, TCEQ, and the city health department as to size, nature, and location of the discharge area; clean up any waste discharge that occurs during transportation; or take such action as may be required or approved by federal, state, or local officials having jurisdiction so that the waste discharge no longer presents a public health or environmental problem. Transporters are responsible for reporting spills in accordance with requirements of the "State of Texas Oil and Hazardous Substance Spill Contingency Plan."

Regulation 5. Plant operation disposal hours. Transporters shall deposit wastes at the Southeast Water Reclamation Plant or other designated site only during the hours posted at the gate.

Regulation 6. Notification of waste dumping. Prior to dumping each tank truck, transporter shall stop at the gate, notify the facility operator, and allow inspection and sampling of the contents.

Regulation 7. Sampling, analysis, and charges. Samples of tank contents will be obtained and analyzed. Analysis will be performed and any results outside the acceptable analysis limits will be rejected and the TCEQ will be notified of the results. Tank truck companies will be surcharged for BOD and TSS.

Regulation 8. Load fees. Each truck load of seven hundred fifty (750) gallons or less will be assessed a minimum dump fee of thirty-seven dollars (\$37.00). Tank truck loads in excess of seven hundred fifty (750) gallons will be assessed a fee of thirty-seven dollars (\$37.00) plus Twenty cents (\$0.20) per one hundred (100) gallons over the seven hundred fifty (750) gallon minimum.

Regulation 9. Disposal permit fees. Annual disposal permits are obtainable from the SEWRP located at 3603 Guava Ave, 806-775-3221, at a cost of sixty dollars (\$60.00) per vehicle.

Regulation 10. Disposal permit renewal. Existing permits shall be renewed October 1st of each year beginning October 1, 1991. In the event a septic waste transporter applies for a new permit after October 1st, the permit fee of sixty dollars (\$60.00) will be prorated in order to include only the months of waste disposal. The permittee shall renew all permits on October 1st of each year thereafter.

Regulation 11. Transport permit fees. The following transport permits are obtainable from the city Environmental Health Department, 1314 Avenue K, 806-797-2951 at a cost of:

- (1) On-site sewage disposal system: \$61.00.
- (2) Commercial septic tank emptying: \$61.00.
- (3) Veterans administration loan inspection: \$21.00.

SECTION 19. THAT Section 22.06.051 of the Code of Ordinances, City of Lubbock, Texas, is hereby amended to read as follows:

Sec. 22.06.051 Dumping—Must be at designated place; rates

- (a) It shall be unlawful for any person to discharge, dump or unload any garbage, rubbish, refuse or other waste matter at any place within the city, or its jurisdiction, except at the designated city landfill or at such other place as may be designated by the department of sanitation.
- (b) Persons desiring to dump such wastes as described above at the designated city landfill shall pay a charge per ton of waste dumped of thirty-seven dollars and twenty-five cents (\$37.25) plus any applicable state or federal fee or surcharges at landfill 2252 (West Texas Regional Disposal Facility) and thirty-two dollars and no cents at landfill 69 (Caliche Canyon) effective October 1, 2021. All special wastes that must be discharged, dumped or unloaded at the designated city landfill or at such other place as may be designated by the

solid waste department. Persons desiring to dump special wastes at the city landfill shall pay an additional charge per ton of waste dumped of seventy-one dollars and forty-two cents (\$71.42) plus any applicable state or federal fee or surcharge for waste generated outside of the city.

(c) Any person desiring to dump such wastes as described above whose vehicle is not covered in such a manner as to prevent the loss or spillage of such waste during transit shall be charged a surcharge of fifteen dollars (\$15.00) in addition to the above-listed charges.

(d) Those persons subject to the assessment set forth in section 22.06.185(a)(1) and (2) shall not be required to pay a dumping fee.

(e) It shall be unlawful for any person to dump any refuse at any city landfill without the payment of the prescribed fees and surcharges.

SECTION 20. THAT Subsection 22.06.185(a) of the Code of Ordinances, City of Lubbock, Texas, is hereby amended to read as follows:

Sec. 22.06.185 Amounts generally

(a) An assessment is hereby levied for removing garbage, rubbish and trash in accordance with the schedule listed in this section. This shall be the minimum assessment and any additional charges for extra pickups, extra service or extra containers which are now or may in the future be assessed shall be in addition to this charge.

(1) Residential (One unit): seventeen dollars (\$17.50) per month, effective October 1, 2021, plus any applicable state or federal fee or surcharge.

(2) Small commercial, churches, day nurseries, private schools, professional offices, home beauty shops, other customary home occupations, nursing homes, orphan, maternity and geriatric homes, lodges, sororities and fraternities generating less than twenty (20) cubic feet per pickup and sharing with at least 3 other business or residential units: Thirty-four dollars and fifty-one cent (\$34.51) per month effective October 1, 2021, plus any applicable state or federal fee or surcharge.

(3) Multifamily (more than four units with container), mobile home parks with container, commercial, institutional, hotels, dormitories, motels, hospitals, clinics, governmental agencies, and industrial:

<u>Container Size (Cubic Yards)</u>	<u>Monthly Charge</u>
2 or less	\$46.56
3	\$69.01
4	\$91.46
6	\$132.41
8	\$173.35

Plus any applicable state or federal fee or surcharge.

When two businesses share a dumpster, the monthly charge per container size is divided equally among the two businesses.

Roll-off containers shall be assessed a one hundred and twenty dollars (\$120.00) charge per pickup, \$3 dollar per day rental, and thirty-seven dollars and twenty-five cents (\$37.25) disposal fee per ton plus any applicable state or federal fee or surcharges, effective October 1, 2021.

Compactor containers shall be assessed a charge of one hundred and twenty dollars (\$120.00) per pickup in addition to thirty-seven dollars and twenty-five cents (\$37.25) disposal fee per ton plus any applicable state or federal fee or surcharges, effective October 1, 2021.

For the purpose of this section and its use herein, the word "container" shall mean a detachable container of heavy durable material subject to being moved by automation.

SECTION 21. THAT the proposed budgets of the following Component Units and Related Entities are accepted as presented by their Boards: Lubbock Economic Development Alliance, Market Lubbock, Inc., Civic Lubbock, Inc., and Vintage Township Public Facilities Corporation.

SECTION 22. THAT the City Council finds and declares that sufficient written notice of the date, hour, place and subject of this meeting of the Council was posted at a designated place convenient to the public at the Citizens Tower for the time required by law preceding this meeting, that such place of posting was readily accessible at all times to the general public, and that all of the foregoing was done as required by law at all times during which this Ordinance and the subject matter thereof has been discussed, considered and formally acted upon. The City Council further ratifies, approves and confirms such written notice and the contents of posting hereof.

SECTION 23. THAT the City Secretary is hereby authorized and directed to cause publication of the descriptive caption of this Ordinance as an alternative method of publication as provided by law.

SECTION 24. THAT should any section, paragraph, sentence, clause, phrase or word of this Ordinance be declared unconstitutional or invalid for any reason, the remainder of this Ordinance shall not be affected thereby.

SECTION 25. THAT matters revised after the proposed budget was filed with the City Secretary are attached hereto as Exhibit G.

AND IT IS SO ORDERED

Passed by the City Council on first reading this 7th day of September, 2021.

VOTING FOR PASSAGE:

VOTING AGAINST PASSAGE:

Mayor Daniel M. Pope

Mayor Pro Tem Steve Massengale

Council Member Juan A. Chadis

Council Member Shelia Patterson Harris

Council Member Jeff Griffith

Council Member Randy Christian

Council Member Latrelle Joy

Council members present but not voting:

N/A

Council members absent:

N/A

Passed by the City Council on second reading this 14th day of September, 2021.

VOTING FOR PASSAGE:

VOTING AGAINST PASSAGE:

Mayor Daniel M. Pope

Mayor Pro Tem Steve Massengale

Council Member Shelia Patterson Harris

Council Member Jeff Griffith

Council Member Randy Christian

Council Member Latrelle Joy

Council members present but not voting:

N/A

Council members absent:

Council Member Juan A. Chadis



DANIEL M. POPE, MAYOR

ATTEST:

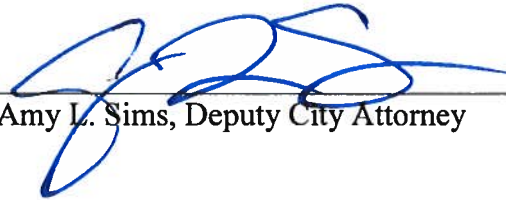

Rebecca Garza, City Secretary

APPROVED AS TO CONTENT:



D. Blu Kostelich, Chief Financial Officer

APPROVED AS TO FORM:



Amy L. Sims, Deputy City Attorney

Exhibit B - All Funds Summary

	Budget	
	FY 2021-22	
General Fund Revenue Sources		
Taxes		
Property Taxes	\$	73,560,749
Delinquent Taxes/Penalties & Interest		727,111
Sales Tax		80,864,363
Mixed Beverage Tax		1,463,100
Bingo Tax		270,578
Suddenlink		1,722,891
Xcel Energy		245,000
Atmos		3,502,188
South Plains Electric Coop.		1,668,725
West Texas Gas		17,896
Franchise Fee		21,505,773
Telecom ROW		1,690,000
Development Services		268,060
General Government		174,940
City Secretary		344,100
Public Safety		690,839
Public Works/Solid Waste		26,586,532
Public Health		71,645
Animal Shelter		84,600
Cultural/Recreational		908,854
Museum		306,725
Licenses and Permits		4,554,942
Intergovernmental		496,038
Fines and Forfeitures		2,133,188
Interest Earnings		1,273,900
In Lieu of Property Tax		11,228,011
Rental		18,441
Recoveries of Expenditures		822,426
Oil and Gas Royalties		327,775
Other		289,049
Transfers from LP&L		1,896,328
Transfers from Water/Wastewater Fund		2,691,625
Transfers from Airport Fund		1,983,662
Transfers from Risk Fund		178,400
Transfers from Stormwater		605,412
Total General Fund Revenue	\$	245,173,865
Use of Excess Reserves		5,040,544

Exhibit B - All Funds Summary

	Budget
	FY 2021-22
General Fund Appropriation Units	
Administrative Services:	
City Attorney	\$ 2,254,314
City Council	647,597
City Manager	1,780,485
City Secretary	1,954,373
Facilities Management	3,941,527
Finance	3,079,694
Human Resources	980,067
Internal Audit	383,626
Non-departmental	1,814,864
Communications and Marketing and Call Center	813,822
Administrative Services Appropriation	17,650,369
Cultural and Recreation Services:	
Library	3,863,731
Cultural Arts	1,246,833
Parks and Recreation	11,891,848
Cultural and Recreation Services Appropriation	17,002,412
Development Services:	
Building Safety	2,579,433
Code Enforcement	2,866,310
Environmental Health	1,026,017
Planning	992,530
Development Services Appropriation	7,464,290
Public Works/Solid Waste:	
Engineering	694,269
Solid Waste	23,568,187
Streets	5,167,152
Traffic	3,921,826
Public Works/Solid Waste Appropriation	33,351,434
Public Safety and Health Services:	
Animal Services	2,556,606
Fire	57,853,916
Municipal Court	1,900,770
Police	77,305,055
Public Health	1,959,593
Public Safety & Health Services Appropriation	141,575,940
Other Appropriation:	
Transfers	29,193,389
Payroll Accrual/Other Adjustments *	3,976,575
Other Appropriation	33,169,964
Total General Fund Appropriation	\$ 250,214,409

* Raises are included in payroll lump sum amount and will be spread to each cost center; therefore budgets for individual cost centers will change to adjust for this.

Exhibit B - All Funds Summary

	Budget
	FY 2021-22
Debt Service Fund Revenue Sources	
Tax Collection	\$ 23,320,012
Interest on Investments	86,660
Transfer from Solid Waste	2,025,175
Transfer from North Overton TIF	3,107,871
Transfer from CBD TIF	941,828
Transfer from Hotel Tax Fund	91,500
Transfer from Gateway	8,783,613
Transfer from LP&L - Citizens Tower	1,141,406
Transfer from Water - Citizens Tower	146,733
Transfer from Storm Water (Street Maintenance)	1,052,379
Total Debt Service Fund Revenue	40,697,176
Use of Excess Reserves	2,430,187
Debt Service Fund Expenditures	
General Obligation Bonds	25,837,710
Solid Waste	2,025,175
North Overton TIF	3,107,871
CBD TIF	941,828
Gateway	8,783,613
Storm Water (Street Maintenance)	1,052,379
Hotel Tax	91,500
SIB Loan	631,606
Fiscal Agent Fees	14,000
Bond Sale Charges	200,000
Transfer to Civic Centers	441,681
Total Debt Service Fund Appropriation	43,127,363
Fleet Services Fund	
Total Fleet Service Fund Revenue	8,412,638
Total Fleet Service Fund Appropriation	8,309,842
Health Benefits Fund	
Total Health Benefits Fund Revenue	36,804,186
Use of Excess Reserves	1,562,166
Total Health Benefits Fund Appropriation	38,366,352
Information Technology Fund	
Total Information Technology Revenue	10,206,879
Use of Excess Reserves	138,451
Total Information Technology Appropriation	10,345,330
Telecommunications Fund	
Total Telecommunications Revenue	1,532,445
Use of Excess Reserves	10,958
Total Telecommunications Appropriation	1,543,403
GIS and Data Services Fund	
Total GIS & Data Services Revenue	900,695
Use of Excess Reserves	51,748
Total GIS & Data Services Appropriation	952,443
Radio Shop Fund	
Total Radio Shop Revenue	2,578,148
Total Radio Shop Appropriation	2,452,934
Investment Pool Fund	
Total Investment Pool Fund Revenue	200,331
Total Investment Pool Fund Appropriation	200,331
Print Shop and Warehouse Fund	
Total Print Shop and Warehouse Fund Revenue	496,297
Use of Excess Reserves	180,660
Total Print Shop and Warehouse Fund Appropriation	676,957
Risk Management Fund	
Total Risk Management Fund Revenue	12,278,947
Use of Excess Reserves	581,528
Total Risk Management Fund Appropriation	12,860,475

Exhibit B - All Funds Summary

	Budget FY 2021-22
Airport Fund	
Total Airport Fund Revenue	\$ 12,301,311
Total Airport Fund Appropriation	12,301,311
Cemetery Fund	
Total Cemetery Fund Revenue	702,110
Transfer from General Fund	100,003
Total Cemetery Fund Appropriation	802,113
Civic Centers Fund	
Total Civic Center Fund Revenue	543,300
Transfer from HOT Fund	1,895,411
Transfer from Debt Service Fund	441,681
Use of Excess Reserves	310,025
Total Civic Center Fund Appropriation	3,190,417
Lake Alan Henry Fund	
Total Lake Alan Henry Fund Revenue	640,788
Total Lake Alan Henry Fund Appropriation	637,639
Lubbock Power and Light Fund	
Total Lubbock Power and Light Fund Revenue	300,695,182
Transfer from Debt Service Fund	1,551,525
Transfer from Other Funds	1,713,786
Use of Excess Reserves	3,721,532
Total Lubbock Power and Light Fund Appropriation	307,682,025
Storm Water Utility Fund	
Total Storm Water Utility Fund Revenue	24,412,998
Use of Excess Reserves	1,704,112
Total Storm Water Utility Fund Appropriation	26,117,110
Transit Fund	
Total Transit Fund Revenue	13,152,124
Transfer from General Fund	1,629,236
Transfer from Economic Development Fund	400,000
Total Transit Fund Appropriation	15,181,360
Water/Wastewater Utility Fund	
Total Water/Wastewater Utility Fund Revenue	144,256,101
Transfer from Other Fund	107,912
Use of Excess Reserves	12,219,217
Total Water/Wastewater Utility Fund Appropriation	156,583,230
Abandoned Vehicle Fund	
Total Abandoned Vehicle Fund Revenue	1,004,310
Use of Excess Reserves	26,790
Total Abandoned Vehicle Fund Appropriation	1,031,100
Animal Assistance Program	
Total Animal Assistance Program Fund Revenue	263,490
Use of Excess Reserves	20,510
Total Animal Assistance Program Fund Appropriation	284,000
Bell Farms PID	
Total Bell Farms PID Fund Revenue	192,281
Total Bell Farms PID Fund Appropriation	121,385
Cable Services Fund	
Total Cable Services Fund Revenue	524,181
Total Cable Services Fund Appropriation	167,033
Central Business District TIF Fund	
Total Central Business District TIF Fund Revenue	1,534,680
Total Central Business District TIF Fund Appropriation	1,448,354
Community Development Fund	
Total Community Development Fund Revenue	9,913,812
Total Community Development Fund Appropriation	9,913,812

Exhibit B - All Funds Summary

	Budget FY 2021-22
Criminal Investigation Fund	
Total Criminal Investigation Fund Revenue	\$ 136,550
Use of Excess Reserves	128,450
Total Criminal Investigation Fund Appropriation	265,000
Department of Justice Asset Sharing	
Total Department of Justice Asset Sharing Revenue	440
Use of Excess Reserves	36,560
Total Department of Justice Asset Sharing Appropriation	37,000
Economic Development Fund	
Total Economic Development Fund Revenue	4,308,884
Transfer from General Fund	587
Total Economic Development Fund Appropriation	4,309,471
Gateway Streets Fund	
Total Gateway Streets Fund Revenue	179,123
Transfer from General Fund	8,837,078
Use of Excess Reserves	397,778
Total Gateway Streets Fund Appropriation	9,413,979
Grants	
Total Grant Revenue	4,723,921
Total Grant Appropriation	4,723,921
Hotel Occupancy Tax Fund	
Total Hotel Motel Tax Fund Revenue	6,800,000
Total Hotel Motel Tax Fund Appropriation	6,800,000
Lubbock Business Park TIF	
Total Lubbock Business Park TIF Revenue	642,760
Total Lubbock Business Park TIF Appropriation	22,962
Lubbock Economic Development Alliance Fund	
Total Lubbock Economic Development Alliance Fund Revenue	7,344,980
Total Lubbock Economic Development Alliance Fund Appropriation	7,344,980
Municipal Court Fund	
Total Municipal Court Fund Revenue	205,637
Use of Excess Reserves	19,338
Total Municipal Court Fund Appropriation	224,975
North and East Lubbock Neighborhood and Infrastructure Fund	
Transfer from General Fund	294,998
Total North and East Lubbock Neighborhood Fund Appropriation	294,998
North Overton Public Improvement District Fund	
Total North Overton Public Improvement District Fund Revenue	832,346
Total North Overton Public Improvement District Fund Appropriation	808,284
North Overton Tax Increment Fund	
Total North Overton Tax Increment Fund Revenue	4,940,547
Transfer from Hotel Motel Tax	335,277
Total North Overton Tax Increment Fund Appropriation	4,133,938
North Point Public Improvement District Fund	
Total North Point Public Improvement District Fund Revenue	263,928
Total North Point Public Improvement District Fund Appropriation	247,017
Quincy Park Public Improvement District Fund	
Total Quincy Park Public Improvement District Fund Revenue	209,913
Total Quincy Park Public Improvement District Fund Appropriation	197,846
Truancy Prevention and Diversion Fund	
Total Juvenile Case Manager Fund Revenue	89,915
Total Juvenile Case Manager Fund Appropriation	82,500
Upland Crossing Public Improvement District Fund	
Total Upland Crossing Public Improvement District Fund Revenue	48,500
Total Upland Crossing Public Improvement District Fund Appropriation	9,458
Valencia Public Improvement District Fund	
Total Valencia Public Improvement District Fund Revenue	56,734
Use of Excess Reserves	17,331
Total Valencia Public Improvement District Fund Appropriation	74,065

Exhibit B - All Funds Summary

	Budget
	FY 2021-22
Vintage Township Public Improvement District Fund	
Total Vintage Township Public Improvement District Fund Revenue	\$ 199,900
Total Vintage Township Public Improvement District Fund Appropriation	199,900
Lubbock Economic Development Alliance	
Total Lubbock Economic Development Alliance Revenue	8,415,980
Use of Non-Cash Assets - Land	2,531,448
Use of Excess Reserve	1,417,572
Total Lubbock Economic Development Alliance Appropriation	12,365,000
Market Lubbock, Inc.	
Total Market Lubbock, Inc. Revenue	3,726,541
Use of Excess Reserve	284,409
Total Market Lubbock Inc. Appropriation	4,010,950
Market Lubbock, Inc. - Visit Lubbock, Inc.	
Total Market Lubbock, Inc. - Visit Lubbock, Inc. Revenue	2,903,331
Use of Excess Reserve	606,511
Total Market Lubbock Inc. - Visit Lubbock, Inc. Appropriation	3,509,842
Market Lubbock, Inc. - Sports Authority	
Total Market Lubbock, Inc. - Sports Authority Revenue	1,462,020
Use of Excess Reserve	191,530
Total Market Lubbock Inc. - Sports Authority Appropriation	1,653,550
Civic Lubbock, Inc.	
Total Civic Lubbock, Inc. Revenue	1,234,320
Total Civic Lubbock, Inc. Appropriation	1,234,320
Vintage Township Public Facilities Corporation	
Total Vintage Township Public Facilities Corporation Revenue	184,928
Total Vintage Township Public Facilities Corporation Appropriation	184,928

Exhibit C - Transfers Summary

To	From	Description	Amount
Airport Capital Projects Fund	Airport Enterprise Fund	Airport Cash Funded Capital	\$ 624,000
Airport Enterprise Fund	Airport CFC Fund	Airport CFC Debt Service	1,050,420
Airport Enterprise Fund	Airport PFC Fund	Airport PFC Debt Service	1,326,498
Cemetery Enterprise Fund	General Fund	Cemetery Operations	325,433
Central Business District TIF Capital	Central Business District TIF	CBD TIF Cash Funded Capital	100,000
Civic Center Enterprise Fund	Hotel Occupancy Tax Fund	Civic Center Operations/Marketing	1,895,411
Civic Center Enterprise Fund	Debt Service Fund	Debt Service Payment	441,681
Civic Center Capital Projects Fund	Civic Center Enterprise Fund	Civic Center Cash Funded Capital	253,612
Debt Service Fund	General Fund (Solid Waste)	Debt Service Payment	2,025,175
Debt Service Fund	North Overton TIF	Debt Service Payment	3,107,871
Debt Service Fund	Central Business District TIF	Debt Service Payment	941,828
Debt Service Fund	Hotel Occupancy Tax Fund	Debt Service Payment	91,500
Debt Service Fund	Gateway Streets Fund	Debt Service Payment	8,783,613
Debt Service Fund	Stormwater Enterprise Fund	Debt Service Payment	1,052,379
Debt Service Fund	Lubbock Power & Light	Debt Service Payment - Citizen Tower	1,141,406
Debt Service Fund	Water/Wastewater Enterprise Fund	Debt Service Payment - Citizen Tower	146,733
Economic Development Fund	General Fund	Economic Development Operations	79,550
Fleet Capital Projects Fund	Cemetery Enterprise Fund	Cemetery Cash Funded Capital (Vehicles)	8,000
Fleet Capital Projects Fund	Water/Wastewater Enterprise Fund	Water/Wastewater Cash Funded Capital (Vehicles)	739,000
Fleet Capital Projects Fund	Stormwater Enterprise Fund	Stormwater Cash Funded Capital (Vehicles)	111,000
Fleet Capital Projects Fund	Information Technology Fund	IT Cash Funded Capital (Vehicles)	30,000
Fleet Capital Projects Fund	General Fund	General Fund Cash Funded Capital (Vehicles)	919,978
Fleet Capital Projects Fund	General Fund (Solid Waste)	General Fund Cash Funded Capital (Vehicles)	1,983,000
Fleet Vehicle Replacement Fund	Water/Wastewater Enterprise Fund	Vehicle Replacement Fund	208,327
Fleet Vehicle Replacement Fund	Civic Center Enterprise Fund	Vehicle Replacement Fund	3,017
Fleet Vehicle Replacement Fund	Stormwater Enterprise Fund	Vehicle Replacement Fund	168,253
Fleet Vehicle Replacement Fund	Fleet Maintenance Fund	Vehicle Replacement Fund	22,607
Gateway Streets Fund	General Fund	Gateway Operations & Debt	8,837,078
Gateway Streets Capital Projects Fund	Gateway Streets Fund	Gateway Streets Cash Funded Capital	630,366
General Facilities System Improvements Capital Projects	General Fund	General Fund Cash Funded Capital	2,201,100
General Capital - Solid Waste Capital Projects	General Fund	General Fund Cash Funded Capital	1,174,579
General Fund	Lubbock Power & Light	Indirect Cost	1,895,328
General Fund	Water/Wastewater Enterprise Fund	Indirect Cost	1,806,972
General Fund	Water/Wastewater Enterprise Fund	Paved Streets	884,653
General Fund	Airport Enterprise Fund	Indirect Cost	387,815
General Fund	Airport Enterprise Fund	Aircraft Rescue Fire Fighting (ARFF)	1,595,847
General Fund	Stormwater Enterprise Fund	Indirect Cost	258,567
General Fund	Stormwater Enterprise Fund	Playa Lake	346,845
General Fund	Risk Management Fund	Organizational Development	178,400
Grant Fund	Transit Enterprise Fund	Transit Operations	1,210,801
Lubbock Power & Light	Water/Wastewater Enterprise Fund	Utility Collections	3,806,449
Lubbock Power & Light	Stormwater Enterprise Fund	Utility Collections	1,170,871
Lubbock Power & Light	General Fund	Utility Collections-Solid Waste CC	1,170,871
Lubbock Power & Light	General Fund	Debt Service Payment/Citizen Tower-Solid Waste CC	97,385
Lubbock Power & Light	General Fund	Debt Service Payment/CIS-Solid Waste CC	180,995
Lubbock Power & Light	Water/Wastewater Enterprise Fund	Debt Service Payment - Citizen Tower	316,593
Lubbock Power & Light	Water/Wastewater Enterprise Fund	Debt Service Payment - Customer Info System	588,405
Lubbock Power & Light	Water/Wastewater Enterprise Fund	Debt Service Payment - Vehicle Replacement	57,056
Lubbock Power & Light	Water/Wastewater Enterprise Fund	Debt Service Payment - AMI Debt	178,838
Lubbock Power & Light	Water/Wastewater Enterprise Fund	Debt Service Payment - Capital Purchase	16,136
Lubbock Power & Light	Stormwater Enterprise Fund	Debt Service Payment - Citizen Tower	97,385
Lubbock Power & Light	Stormwater Enterprise Fund	Debt Service Payment - Customer Info System	180,995
Lubbock Power & Light Capital Project Fund	Lubbock Power & Light	LP&L Cash Funded Capital	20,969,731
North & East Lbk Ngbd & Infrstr	General Fund	North & East Lubbock Operations	294,998
North Overton TIF	Hotel Occupancy Tax Fund	North Overton TIF	335,277
North Overton TIF Capital	North Overton TIF	North Overton Cash Funded Capital	1,000,000
Parks Capital Projects	General Fund	General Fund Cash Funded Capital	1,446,015
Stormwater Capital Projects Fund	Stormwater Enterprise Fund	Stormwater Cash Funded Capital	5,769,293
Streets Capital Projects	General Fund	General Fund Cash Funded Capital	12,485,000
Traffic Control System Capital Projects	General Fund	General Fund Cash Funded Capital	975,000
Transit Enterprise Fund	General Fund	Transit Operations	1,629,237
Transit Enterprise Fund	Economic Development Fund	Transit Operations	400,000
Vintage Township Public Facilities Corporation	Vintage Township PID	Debt Service Payment	184,928
Water/Wastewater Capital Project Fund	Water/Wastewater Enterprise Fund	Water Cash Funded Capital	19,560,328
Water/Wastewater Capital Project Fund	Water/Wastewater Enterprise Fund	Wastewater Cash Funded Capital	7,098,784
Water/Wastewater Enterprise Fund	Lake Alan Henry Fund	Lake Alan Henry Debt Service	107,912

Exhibit D - Capital Program Summary

Project Number	Project Name	Appropriation to Date	Appropriation FY 2021-22
8550	Golf Course Improvements	\$ 837,149	53,400
8555	Sanitary Sewer Manhole Adjustments	600,000	-
8595	Storm Water Master Plan	2,250,000	-
8606	FEMA Restudy - Systems B,C,D	900,000	-
8610	Remove and Reseal All Joints in Concrete	2,067,500	5,732,386
8614	Asset Management	1,440,000	300,000
8615	Transmission Line & Easement Maintenance	500,000	450,000
8616	Terminal Apron Maintenance	4,315,083	-
8622	Pressure Zone Delineation and Valve Repair Project	495,000	-
8624	Locate and Repair Water Valves	1,400,000	600,000
8625	Field Asset Inventory & Data Verification	2,350,862	-
8626	Distribution Planning	680,000	-
8628	Digital Orthophotography	620,000	185,000
8629	Civic Center Exterior Repair and Upgrade	591,000	-
8630	Park Amenities	583,566	168,820
8631	Convention Center Hotel Project	114,048	-
8633	Comprehensive Plan Implementation	625,000	-
8634	City Council Initiatives	125,000	-
8637	Abernathy Landfill - Gate House Renovations	170,000	7,400
8638	Canyon and Playa Lakes Restoration and Restudy	250,000	-
8639	Future Infrastructure Funding Study	366,500	-
8646	Public Safety CAD, Mobile, and RMS Software	100,000	4,000,000
8647	Outer Route (Loop 88) Segments 1 & 2	609,700	-
8648	Airfield Pavement Maintenance	809,690	-
8649	Fire Hydrant Repair & Replacement	650,000	-
8652	Upgrade Traffic Signal at 4th Street & Indiana Ave	13,188	-
8654	Land Application Closure Evaluation	300,000	-
8655	Topographic Information Acquisition	250,000	-
8656	Parks Master Plan	310,000	-
8658	Downtown On Street Parking Conversion	75,000	-
8659	Downtown One Way to Two Way Street Conversion	400,000	400,000
8660	Parking Master Plan	100,000	-
8661	Historic District Designation	200,000	100,000
8662	McAlister Park Planning and Support Funds	100,000	-
8663	Future Comprehensive Plan Implementation	-	120,000
8664	FY 2021-22 Comprehensive Zoning Map Analysis	-	75,000
8665	Document Management System	-	215,000
8666	Large Water Line Assessment and Repair	-	275,000
92174	Northwest Lubbock and Maxey Park Project	77,250,000	-
92238	Facility Maintenance Fund	1,416,000	93,500
92254	North Overton TIF Public Improvements	3,397,031	-
92318	Major Sanitary Sewer Mains Rehabilitation	16,500,000	-
92329	Codes and Env. Health Software Replacement	280,000	-

Exhibit D - Capital Program Summary

Project Number	Project Name	Appropriation to Date	Appropriation FY 2021-22
92331	Fiberoptic Communications	1,600,000	1,000,000
92349	Communications System Expansion	1,050,000	-
92353	South Lubbock Water Treatment Plant Expansion	3,500,000	-
92359	Facility Roof Replacements	1,358,000	535,300
92361	Terminal Building Remodel	44,953,480	-
92362	Buddy Holly Center Renovations Phase II	564,380	45,000
92367	Municipal Square Repairs	566,511	-
92368	CBD TIF Special Projects	507,024	-
92369	Municipal Facilities Replacements/Renovations	62,500,000	-
92380	Feeder Circuits - Northwest	1,384,200	-
92399	Gateways	4,500,000	-
92403	69/115kV Line Rebuild: Thompson-Vicksburg	4,175,000	-
92404	115kV Line Construction: Northwest-Mackenzie	17,964,247	-
92405	69/115kV Line Rebuild: Chalker-Thompson	5,770,000	-
92407	Southeast Substation Expansion	2,955,000	-
92432	Utility Infrastructure Upgrades/Relocations	1,500,000	-
92435	Street Maintenance Program	34,944,470	-
92444	SEWRP Improvements Plant 3	11,131,267	-
92445	SEWRP Transformer Rehabilitation	3,500,000	-
92448	Water Reclamation Plant Replacements	2,000,000	250,000
92450	Lowhead C Pump Station and Supply Line	23,598,161	-
92452	Elevated Storage Tanks	14,001,839	-
92457	CSIS and Workforce Management System	34,685,000	-
92460	69/115kV Line Rebuild: Erskine-Mackenzie	4,280,000	-
92464	Yellow House Canyon Substation	13,560,000	-
92466	Autotransformer - Co-op	5,150,000	-
92468	Autotransformer - Mackenzie	6,000,000	-
92469	Substation Rebuild - Holly	7,150,000	-
92470	Substation Rebuild - Oliver	6,800,000	-
92473	Posey Substation	19,900,000	-
92474	Yellow House Canyon 345/115 kV Transformers	10,260,000	-
92475	Dunbar 345/115kV Transformers	10,840,000	-
92477	69/115kV Line Rebuild: Holly-Southeast	9,500,000	-
92478	69/115kV Line Rebuild: Holly-Slaton	6,570,000	-
92480	69/115kV Line Rebuild: Southeast-Oliver	4,900,000	-
92484	Substation Upgrades	5,350,000	-
92510	Upland Avenue - 66th Street to 82nd Street	6,360,311	-
92513	Pumping System Improvements Phase II	2,000,000	500,000
92514	Sewer Lines Ahead of Street Paving	750,000	800,000
92516	Transportation Improvements/Unimproved Roads	2,300,000	-
92518	Storm Water System Improvements	2,455,265	700,000
92533	Posey to Southeast 115kV Line	7,400,000	-
92537	GIS Software Upgrades and Interfaces	1,765,000	420,000

Exhibit D - Capital Program Summary

Project Number	Project Name	Appropriation to Date	Appropriation FY 2021-22
92539	Water Treatment Plant Improvements Phase III	16,808,319	-
92541	South Lubbock Sanitary Sewer Expansion Phase III	6,124,649	-
92545	Fleet Vehicle Replacement FY 17-18	313,568	-
92551	Public Safety Improvements Project	55,882,000	-
92557	Landfill 69 Gas Collection System Replacement	344,730	-
92558	Landfill 69 Groundwater Remediation	500,000	375,000
92565	Garden and Arts Center Exterior Renovations	280,000	15,000
92567	Dock and Bridge Replacement	300,550	149,675
92569	Backup Power at Signalized Intersections	200,000	100,000
92570	American Disability Act Ramp and Sidewalk Project	525,000	250,000
92572	Municipal Hill Car Wash FY 18-19	250,000	-
92578	Enterprise Resource Planning System	2,500,000	-
92579	Airport Property Improvements	1,200,000	300,000
92580	Cemetery Capital Improvements	80,000	-
92583	Automated Metering Infrastructure	20,635,000	-
92585	Annexation Water Lines for Fire Protection	6,500,000	-
92586	Dunbar-Manhattan Heights Underground Conversion	1,210,000	-
92587	Loop 88 Sewer Line Relocation	1,609,132	-
92588	Loop 88 Water Line Relocations	1,500,000	-
92589	Water Line Upsizing for Development	150,000	-
92590	Sewer Line Upsizing for Development	200,000	-
92591	Lift Station Rehabilitation	240,000	300,000
92592	Large Valve Project	1,500,000	-
92593	Roy Furr Pioneer Park	2,000,000	-
92605	Operations System Upgrades	815,000	300,000
92606	South Plains Mall Expansion	835,000	-
92608	Red Raider Substation Distribution Feeders	4,000,000	1,565,000
92609	Blackwater Draw to Folsom Point 345kV Line	42,320,000	-
92610	Blackwater Draw to Double Mountain 345kV Line	57,091,522	-
92611	Double Mountain to Fiddlewood 345kV Line	24,980,000	-
92614	Acquire Snow Removal Equipment	846,202	-
92616	East Side T-Hangars	200,000	-
92617	Roberts County Well Field New Transmission Line	1,000,000	500,000
92619	Construct Federal Inspection Services Facility	2,750,000	-
92620	Civic Center Parking Lot Repair	543,785	-
92621	Amphitheatre Erosion Renovations	254,650	-
92622	Civic Center Rebranding Project	353,320	-
92624	Burgess Rushing Tennis Center Pickleball Courts	262,260	-
92625	Indiana Avenue from 130th Street to 146th Street	8,100,000	-
92634	LP&L - GIS Office Renovations	1,115,000	-
92635	Substation Rebuild - Northeast	1,800,000	-
92648	Zetron Fire Paging Replacement	800,000	-
92649	Upland Avenue from 82nd Street to 98th Street	750,000	1,000,000

Exhibit D - Capital Program Summary

Project Number	Project Name	Appropriation to Date	Appropriation FY 2021-22
92651	Wausau Avenue from MSF to 82nd St.	950,594	-
92652	Solid Waste Vehicle Replacement FY 2019-20	2,985,000	-
92653	Storm Water Rehabilitation and Maintenance	1,000,000	500,000
92654	Upland Ave and 66th St Playa Drainage Imp.	1,300,000	4,000,000
92655	North Quaker and Clovis Drainage Project	1,250,000	-
92656	SEWRP Effluent Pump Station #2 Improvements	500,000	6,000,000
92657	Downtown Sewer Line Replacement	900,000	-
92658	Bailey County Electrical Improvements	7,500,000	-
92659	Low Pressure Supply Line Lining Project	7,000,000	-
92660	NWTP 8 MG Ground Storage Tank	9,850,000	-
92661	Posey to Oliver 115kV Line	14,970,000	-
92662	Dunbar Station Work	1,000,000	-
92663	Yellow House Canyon Station Work	1,000,000	-
92664	Oliver Station Work	750,000	-
92665	Southeast Station Work	750,000	-
92666	Dunbar Substation Work	10,302,434	-
92668	Wadsworth Relay Upgrade	1,100,000	-
92669	114th Street - Slide Road to Quaker Avenue	8,500,000	-
92670	114th Street - Quaker Ave to Indiana Ave - Design	1,151,000	-
92671	Ivory Street	3,265,503	-
92672	Parking Garage	7,961,294	-
92673	Upland Avenue 98th Street to 114th Street	100,000	700,000
92674	SEWRP Improvements Plant 3 Nutrient Removal	500,000	-
92675	Roof Repair and Replacement	774,000	324,000
92676	General Fund Vehicle Replacement FY 20-21	1,755,000	-
92677	Water/Wastewater Vehicle Replacement FY 20-21	672,000	-
92678	Storm Water Vehicle Replacement FY 20-21	310,000	-
92679	Solid Waste Vehicle Replacement FY 20-21 Tax Notes	1,290,000	-
92680	Substation Capacity Upgrade - Northeast	600,000	7,555,000
92681	ERCOT Conversion Work	450,000	-
92682	Program 69-115 Voltage Conversion	1,075,000	-
92683	FY 2020-2023 Service Distribution Meters	226,000	235,000
92684	FY 2020-23 Distribution Transformers	3,500,000	2,200,000
92685	FY 2020-2023 Distribution System Upgrade	5,625,000	2,250,000
92686	FY 2020-23 Overhead Lines	2,424,000	2,424,000
92687	FY 2020-23 Street Lights	484,600	550,000
92688	FY 2020-23 Underground Distribution	2,876,500	2,965,500
92689	ERCOT - TDSP	1,500,000	7,365,000
92690	East Broadway Series Street Light Conversion	420,000	300,000
92691	FY 2020-21 Vehicles and Equipment	2,667,500	-
92692	FY 2020-21 Transmission Crew Vehicles & Equipment	2,150,000	-
92693	Distribution System Upgrade-Improvements-Expansion	4,936,674	6,445,000
92694	Substation 25kV Capacity Upgrades	4,030,000	-

Exhibit D - Capital Program Summary

Project Number	Project Name	Appropriation to Date	Appropriation FY 2021-22
92695	Downtown Redevelopment	650,000	1,725,000
92697	Street Maintenance 2021	10,855,015	11,000,000
92698	Transfer Station	230,000	1,275,000
92699	SEWRP Plant # 4 Secondary Clarifier Rehabilitation	900,000	-
92700	South Lubbock Sanitary Sewer Extension Phase IV	75,000	2,200,000
92701	Major Sewer Line Condition Assessment and Repair	1,000,000	3,000,000
92702	East Lubbock Future Expansion	500,000	500,000
92703	Civic Center Convention Center Hotel	106,500	-
92704	North Overton TIF Street Upgrade/Replacement	600,000	1,000,000
92705	Outdoor Warning Siren System	980,436	-
92706	Neighborhood Plan Development and Implementation	250,000	-
92707	Public Health Facility	2,000,000	8,111,342
92708	Memphis Avenue Drainage Improvements	120,583	-
92709	Reese Air Force Water line	1,416,931	-
92710	Fiddlewood to Farmland 345kV Transmission Line	8,000,000	-
92711	Fire Station 20	7,645,000	-
92712	Transportation Improvements/Unpaved Roads	9,000,000	-
92713	Erskine Street	11,300,000	-
92714	Warehouse Replacement	-	152,300
92715	Citizens Tower West Plaza	-	450,000
92716	Municipal Parking Garage Plaza	-	500,000
92717	Replace ARFF Vehicle	-	800,000
92718	Park Playgrounds Phase II	-	740,000
92719	Parks Unimproved Roads	-	400,000
92720	General Fund Vehicle Replacement FY 21-22	-	2,902,978
92721	Solid Waste Vehicle Replacement FY 21-22 Tax Notes	-	1,100,000
92722	General Fund Vehicle Replacement FY 21-22 - ARPA	-	5,928,000
92723	Cemetery Fund Vehicle Replacement FY 21-22	-	8,000
92724	Water/Wastewater Vehicle Replacement FY 21-22	-	739,000
92725	Storm Water Vehicle Replacement FY 21-22	-	111,000
92726	IT Vehicle Replacement FY 21-22	-	30,000
92727	Substation Capacity Upgrade - Co-op	-	5,670,000
92728	Substation Capacity Upgrade - Thompson	-	2,740,000
92729	Substation Capacity Upgrade - Vicksburg	-	8,660,000
92730	Cooke Facility Remodel	-	205,000
92731	Yellowhouse Substation Capacity Upgrade	-	1,335,000
92732	McDonald Substation Capacity Upgrade	-	1,410,000
92733	DNV-GL Cascade Upgrades	-	250,000
92734	Additional COLU Phone Lines	-	202,246
92735	FY 2021-22 Vehicles and Equipment	-	2,625,000
92736	Cooke GT3 Control System Replacement	-	900,000
92737	114th Street - Quaker Avenue to Indiana Avenue	-	3,000,000
92738	Pedestrian and Cyclist Enhancements	-	160,000

Exhibit D - Capital Program Summary

Project Number	Project Name	Appropriation to Date	Appropriation FY 2021-22
92739	Iola Avenue From 122nd St. to FM 1585	-	75,000
92740	Canyon Lakes Connectivity	-	75,000
92741	Fiber Optic Expansion Continuation	-	50,000
92742	Traffic Signal FY21-22 through FY25-26	-	350,000
92743	Playa Lake 054 Lateral Extension	-	500,000
92744	Sewer Ahead of Broadway Ave	-	350,000
92745	Manhole Replacement on Interceptors	-	500,000
92746	Sewer Line Replacement	-	800,000
92747	Sewer Tap Replacements	-	800,000
92748	New Water Meter Sets & Meter Replacements	-	1,800,000
92749	Water Line Replacement FY 2021	-	550,000
92750	Water Lines Ahead of Street Paving FY 2021	-	250,000
92751	Water Ahead of Broadway Ave	-	350,000
92752	Water Lines Ahead of Arterial Roadways	-	1,350,000
92753	Elevated Storage Tanks	-	16,700,000
Total Appropriation		\$ 983,691,723	160,023,847

Exhibit D - Capital Program Summary

Funding Source	Funding to Date	Funding FY 2021-22
AIP Grant	\$ 5,410,890	5,159,148
Airport Capital Project Fund	1,177,761	-
Airport Coronavirus Response Grant Program	409,690	-
American Rescue Plan Act Funding	-	14,039,342
C.A.R.E.S. Act	2,991,089	1,373,238
Capital Project Fund	100,000	482,821
Developer Participation	356,187	-
Federal Grant Funding	18,878,533	-
FY 2007 Storm Water Revenue CO's	297,896	-
FY 2007 TIF Revenue CO's	29,175	-
FY 2008 Storm Water Revenue CO's	600,000	-
FY 2008 TIF Revenue CO's	676,105	-
FY 2009 General Fund Cash	185,951	-
FY 2009 General Obligation Bonds	46,662	-
FY 2009 Storm Water Revenue CO's	872,225	-
FY 2009 Tax Supported Revenue CO's	400,000	-
FY 2009 TIF Revenue CO's	41,731	-
FY 2010 Gateway Streets Revenue CO's	448,687	-
FY 2010 General Fund Cash	44,824	-
FY 2010 Storm Water Revenue CO's	1,500,000	-
FY 2010 TIF Revenue CO's	20	-
FY 2010 Wastewater Cash	250,000	-
FY 2010 Water Revenue CO's	1,570,966	-
FY 2011 10-year Water Revenue CO's	48,240	-
FY 2011 General Fund Cash	551,091	-
FY 2011 Storm Water Revenue CO's	746,744	-
FY 2011 Tax and Waterworks CO's	307,251	-
FY 2011 Tax Supported Revenue CO's	122,479	-
FY 2011 Water Revenue CO's	29,662	-
FY 2012 General Fund Cash	72,190	-
FY 2012 Storm Water Revenue CO's	33,971,124	-
FY 2012 Water Revenue CO's	341,609	-
FY 2013 General Obligation Bonds	2,012,007	-
FY 2013 Storm Water Revenue CO's	5,253,961	-
FY 2013 Tax Supported Revenue CO's	15,412	-
FY 2013 Wastewater Revenue CO's	3,710,103	-
FY 2014 10-Year LP&L Revenue Bonds	612	-
FY 2014 10-year Water Revenue CO's	700,000	-
FY 2014 Airport Revenue CO's	204,489	-
FY 2014 General Fund Cash	500,000	-
FY 2014 LP&L Cash	250,000	-
FY 2014 LP&L Revenue Bonds	719,448	43,289
FY 2014 Tax Supported Revenue CO's	350,025	-

Exhibit D - Capital Program Summary

Funding Source	Funding to Date	Funding FY 2021-22
FY 2014 Wastewater Revenue CO's	2,834,430	1,216
FY 2014 Water Revenue CO's	2,577,613	-
FY 2015 Airport Revenue CO's	2,342,250	-
FY 2015 Gateway Streets Revenue CO's	111,704	-
FY 2015 General Fund Cash	672,000	-
FY 2015 LP&L Revenue Bonds	334,739	-
FY 2015 PFC Revenue CO's	381,729	-
FY 2015 Storm Water Cash	500,000	-
FY 2015 Tax Supported Revenue CO's	11,585,487	-
FY 2015 Wastewater Revenue CO's	11,327,145	-
FY 2015 Water Cash	180,149	-
FY 2015 Water Revenue CO's	-	1,099
FY 2016 10-Year LP&L Revenue Bonds	1,156,161	-
FY 2016 10-Year TIF Revenue CO's	1,500,000	-
FY 2016 30-Year LP&L Revenue Bonds	1,245,000	-
FY 2016 7-Year Solid Waste Revenue CO's	344,730	-
FY 2016 CBD TIF Cash	200,000	-
FY 2016 CBD TIF Revenue CO's	1,500,000	-
FY 2016 General Fund Cash	2,899,963	-
FY 2016 LP&L Cash	204,200	-
FY 2016 LP&L Revenue Bonds	400,000	304,222
FY 2016 PFC Revenue CO's	283,605	-
FY 2016 Solid Waste Revenue CO's	2,970,358	-
FY 2016 Storm Water Cash	1,000,000	-
FY 2016 Tax Supported Revenue CO's	53,864,595	-
FY 2016 Wastewater Revenue CO's	2,162,846	-
FY 2016 Water Cash	193,068	-
FY 2017 10-Year LP&L Revenue Bonds	3,245,000	-
FY 2017 30-Year LP&L Revenue Bonds	10,425,043	-
FY 2017 7-Year Tax Revenue CO's	4,779,743	-
FY 2017 Airport Cash	277,680	-
FY 2017 CBD TIF Revenue CO's	4,500,000	-
FY 2017 General Fund Cash	3,044,608	-
FY 2017 LP&L Cash	500,000	-
FY 2017 LP&L Revenue Bonds	16,449	-
FY 2017 North Overton TIF Cash	150,000	-
FY 2017 Solid Waste Cash	500,000	-
FY 2017 Storm Water Cash	759,236	-
FY 2017 Tax Supported Revenue CO's	496,030	-
FY 2017 TWBD CO's	35,000,000	-
FY 2017 Wastewater Cash	1,090,000	-
FY 2017 Wastewater Revenue CO's	2,692,749	-
FY 2017 Water Cash	4,209,723	-

Exhibit D - Capital Program Summary

Funding Source	Funding to Date	Funding FY 2021-22
FY 2018 10-Year LP&L Revenue Bonds	35,349,089	-
FY 2018 20-Year LP&L Revenue Bonds	1,085,225	-
FY 2018 30-Year LP&L Revenue Bonds	36,075,391	96,762
FY 2018 Airport Cash	191,203	-
FY 2018 CBD TIF Cash	114,048	-
FY 2018 Fleet Cash	313,568	-
FY 2018 Gateway Streets CO's	2,509,296	69,634
FY 2018 General Fund Cash	7,011,428	-
FY 2018 LP&L Cash	1,585,000	-
FY 2018 North Overton TIF Cash	1,000,000	-
FY 2018 Storm Water Cash	1,120,000	-
FY 2018 Tax Supported Revenue CO's	10,000,000	-
FY 2018 Water/Wastewater Cash	8,269,292	-
FY 2019 Airport Cash	600,000	-
FY 2019 Airport Revenue CO's	7,135,000	-
FY 2019 Cemetery Cash	80,000	-
FY 2019 General Fund Cash	9,656,609	12,480
FY 2019 Hotel Occupancy Tax	171,000	-
FY 2019 Information Technology Cash	859,480	-
FY 2019 LP&L Cash	2,220,000	1,038,099
FY 2019 North Overton TIF Cash	1,700,000	-
FY 2019 PFC Revenue CO's	15,340,000	-
FY 2019 Storm Water Cash	697,868	102,933
FY 2019 Tax Supported Revenue CO's	50,250,000	-
FY 2019 Texas Water Development Board Bonds	20,635,000	-
FY 2019 Water/Wastewater Cash	8,276,809	200,000
FY 2019 Water/Wastewater Revenue CO's	6,500,000	-
FY 2020 Airport Cash	1,000,000	-
FY 2020 Civic Center Cash	714,218	-
FY 2020 Gateway Streets Revenue CO's	8,100,000	-
FY 2020 General Fund Cash	13,024,369	-
FY 2020 Hotel Occupancy Tax	657,537	-
FY 2020 Information Technology Cash	100,000	-
FY 2020 LP&L Cash	670,000	1,183,916
FY 2020 Lubbock Business Park TIF Cash	3,265,503	-
FY 2020 Market Lubbock, Inc. Funding	207,024	-
FY 2020 North Overton TIF Cash	300,000	-
FY 2020 Storm Water Cash	1,629,079	-
FY 2020 Tax Notes	1,250,000	-
FY 2020 Water/Wastewater Cash	11,633,123	-
FY 2020 Water/Wastewater Revenue CO's	44,606,427	4,063,573
FY 2021 20-Year LP&L Revenue Bonds	29,470,813	-
FY 2021 30-Year LP&L Revenue Bonds	252,557,769	-

Exhibit D - Capital Program Summary

Funding Source	Funding to Date	Funding FY 2021-22
FY 2021 Airport Cash	1,292,036	-
FY 2021 CBD TIF Cash	506,500	-
FY 2021 Gateway Streets Cash	100,000	-
FY 2021 General Fund Cash	17,178,436	-
FY 2021 General Fund Tax Notes	1,290,000	-
FY 2021 Information Technology Cash	30,000	-
FY 2021 LP&L Cash	19,623,600	-
FY 2021 North Overton TIF Cash	600,000	-
FY 2021 Storm Water Cash	3,755,583	12,774
FY 2021 Tax Supported Revenue CO's	35,348,970	-
FY 2021 Texas Water Development Board Bonds	10,455,000	-
FY 2021 Water/Wastewater Cash	9,872,000	-
FY 2021 Water/Wastewater Revenue CO's	11,500,000	-
FY 2022 Airport Cash	-	624,000
FY 2022 CBD TIF Cash	-	100,000
FY 2022 Cemetery Cash	-	8,000
FY 2022 Gateway Streets Cash	-	630,366
FY 2022 General Fund Cash	-	21,184,672
FY 2022 General Fund Tax Notes	-	5,100,000
FY 2022 Information Technology Cash	-	30,000
FY 2022 LP&L Cash	-	20,969,731
FY 2022 North Overton TIF Cash	-	1,000,000
FY 2022 Storm Water Cash	-	5,880,293
FY 2022 Tax Supported Revenue CO's	-	3,000,000
FY 2022 Water/Wastewater Cash	-	27,398,112
FY 2022 Water/Wastewater Revenue CO's	-	8,200,000
General Capital Project Fund	2,848,088	53,400
Health Fund Cash	303,020	-
Hotel Occupancy Tax	200,000	-
Hotel/Motel Funds	564,380	-
Information Technology Cash	87,500	-
LP&L 20-Year Revolving Note Program	-	34,012,489
LP&L 30-Year Revolving Note Program	-	3,648,238
Lubbock County Proceeds	4,285,627	-
Market Lubbock Inc. Capital Project Fund	100,000	-
Parks Capital Projects Fund	700	-
Public Works Capital Project Fund	64,252	-
School District Cash Donation	230,868	-
Storm Water CIP Fund	252,132	-
Street Capital Project Fund	12,992	-
Texas Tech University Funding	13,188	-
TxDOT Participation	1,700,756	-
United States Air Force Funding	1,416,931	-

Exhibit D - Capital Program Summary

Funding Source	Funding to Date	Funding FY 2021-22
Wastewater Capital Project Fund	250,000	-
Wastewater Cash	320,082	-
Water/Wastewater Capital Project Fund	504,448	-
Westwind Realty, L.P. Funding	400,594	-
Total Funding	\$ 983,691,723	160,023,847

Exhibit E - Non-Civil Service Pay Plan

Pay Grade		Minimum	Midpoint	Maximum
101	\$	16,486.08	21,330.40	26,176.80
102		17,309.76	22,397.44	27,485.12
103		18,170.88	23,516.48	28,862.08
104		19,081.92	24,693.76	30,305.60
105		20,036.64	25,929.28	31,819.84
106		21,039.20	27,225.12	33,408.96
107		22,087.52	28,583.36	35,079.20
108		23,192.00	30,014.40	36,834.72
109		24,352.64	31,516.16	38,677.60
110		25,569.44	33,090.72	40,612.00
111		26,850.72	34,746.40	42,640.00
112		28,192.32	36,483.20	44,774.08
113		29,598.40	38,305.28	47,012.16
114		31,081.44	40,306.24	49,362.56
115		32,637.28	42,234.40	51,829.44
116		34,270.08	44,345.60	54,421.12
117		35,642.88	46,126.08	56,607.20
118		37,427.52	48,434.88	59,440.16
119		39,299.52	50,856.00	62,410.40
120		41,265.12	53,399.84	65,532.48
121		43,324.32	56,066.40	68,806.40
122		45,063.20	58,316.96	71,568.64
123		47,313.76	61,228.96	75,144.16
124		49,682.88	64,292.80	78,902.72
125		52,168.48	67,508.48	82,846.40
126		54,772.64	70,882.24	86,991.84

Exhibit E - Non-Civil Service Pay Plan

Pay Grade	Minimum	Midpoint	Maximum
127	56,964.96	73,717.28	90,467.52
128	59,810.40	77,403.04	94,993.60
129	62,801.44	81,271.84	99,742.24
130	65,944.32	85,338.24	104,730.08
131	69,241.12	89,604.32	109,965.44
132	72,704.32	94,084.64	115,462.88
133	76,338.08	98,787.52	121,236.96
134	80,154.88	103,725.44	127,296.00
135	84,163.04	108,915.04	133,664.96
136	88,366.72	114,354.24	140,341.76
137	92,788.80	120,076.32	147,363.84
138	97,429.28	126,081.28	154,733.28
139	101,558.08	131,426.88	161,295.68
140	106,639.52	137,999.68	169,359.84
141	111,970.56	144,899.04	177,829.60
142	117,567.84	152,145.76	186,721.60
143	123,448.00	159,754.40	196,058.72
144	129,621.44	167,741.60	205,859.68
145	136,102.72	176,128.16	216,151.52
146	142,908.48	184,936.96	226,963.36
147	150,053.28	194,180.48	238,307.68
148	157,551.68	203,887.84	250,224.00
149	165,432.80	214,398.08	262,735.20
150	173,702.88	224,787.68	275,870.40

Pay Plan reflects annual salary amount

Exhibit E - Part-Time Pay Plan

Pay Grade		Minimum	Midpoint	Maximum
201	\$	7.704	9.968	12.232
202		8.088	10.466	12.843
203		8.491	10.989	13.487
204		8.916	11.539	14.161
205		9.363	12.116	14.869
206		9.832	12.722	15.612
207		10.321	13.357	16.392
208		10.837	14.025	17.212
209		11.380	14.727	18.074
210		11.948	15.463	18.977
211		12.547	16.236	19.925
212		13.174	17.048	20.922
213		13.831	17.900	21.968
214		14.524	18.796	23.067
215		15.251	19.735	24.219
216		16.014	20.723	25.431
217		16.813	21.757	26.701
218		17.654	22.846	28.038
219		18.537	23.988	29.439
220		19.465	25.188	30.911
221		20.436	26.446	32.456
222		21.459	27.770	34.080
223		22.530	29.157	35.783
224		23.658	30.616	37.573
225		24.842	32.147	39.451
226		26.083	33.753	41.423
227		27.387	35.441	43.494

Exhibit E - Part-Time Pay Plan

Pay Grade	Minimum	Midpoint	Maximum
228	28.755	37.213	45.670
229	30.193	39.073	47.953
230	31.704	41.028	50.351
231	33.289	43.079	52.868
232	34.954	45.232	55.512
233	36.701	47.494	58.287
234	38.537	49.869	61.200
235	40.463	52.363	64.262
236	42.484	54.978	67.473
237	44.610	57.729	70.848
238	46.841	60.616	74.392
239	49.181	63.646	78.110
240	51.642	66.829	82.015
241	54.223	70.170	86.117
242	56.934	73.678	90.422
243	59.782	77.363	94.944
244	62.771	81.231	99.691
245	65.909	85.292	104.674
246	69.205	89.558	109.910
247	72.665	94.035	115.404
248	76.297	98.736	121.174
249	80.113	103.673	127.233
250	84.118	108.856	133.594

Pay Plan reflects hourly rate

Exhibit E - Police Pay Plan

Steps	Annual								
	Annual Cadet PNCSP	Annual Entry Level I PNC1 (A & B)	Annual Entry Level II PNC2	Annual Patrol Officer PCS1	Annual Detective / Corporal PCS2	Annual Sergeant PCS3	Annual Lieutenant PCS4	Annual Deputy Chief/ Captain PCS5	Annual Asst. Chief PCS6
A	\$ 52,126.88	60,001.76	62,972.00	62,972.00	82,345.12	90,267.84	100,064.64	112,005.92	125,991.84
B					83,580.64	92,749.28	102,816.48	116,486.24	132,481.44
C						95,299.36	106,672.80	121,145.44	143,994.24
D									
E									
F									

Steps	Hourly								
	Hourly Cadet PNCSP	Hourly Entry Level I PNC1	Hourly Entry Level II PNC2	Hourly Patrol Officer PCS1	Hourly Detective / Corporal PCS2	Hourly Sergeant PCS3	Hourly Lieutenant PCS4	Hourly Deputy Chief/ Captain PCS5	Hourly Asst. Chief PCS6
A	25.061	28.847	30.275	30.275	39.589	43.998	48.108	53.849	60.573
B					40.183	44.591	49.431	56.003	63.693
C						45.817	51.285	58.243	69.228
D									
E									
F									

PNCSP is a non-classified, non-civil service, civilian grade for employees seeking to enter a future academy class in order to become classified police officers. PNC1-A is a non-classified, non-civil service, civilian grade for employees entering an academy class in order to become classified police officers. All employees of the police department who seek to become classified police officers start at either PNCSP or PNC1-A, unless they start employment already certified as peace officers by TCOLE, in which case they may start at either PNCSP or PNC1-B. Employees starting at either PNCSP or PNC1-A progress to PNC1-B when they become certified as peace officers by TCOLE.

Classified service and accrual of seniority points does not begin until an employee reaches PNC1-B. Full civil service protection and accrual of longevity pay begins when an employee reaches PCS1. Not every change in classification represents a change in salary.

For employees who enter the academy without TCOLE certification, a probationary period of 18 months, prior to entering full civil service protection, begins on the first day of employment with department in a beginning position as PNC1-A. These employees progress to PNC2 after 12 months of continuous probationary service in PNC1-A and B; progress to PCS1 step A after 6 months additional continuous probationary service at PNC2; remain in PCS1 step A for 6 months; progress to PCS1 step B after 6 months of service in PCS1 step A; and then progress through PCS1 steps C-F after 2 years of service in each step, attaining PCS1 step F 10 years after entering the academy.

For employees who enter the academy with TCOLE certification, a probationary period of 12 months, prior to entering full civil service protection, begins on the first day of employment with the department in a beginning position as PNC1-B. These employees bypass PNC2 and progress directly to PCS1 step A after 12 months of continuous probationary service; remain in PCS1 step A for 12 months; progress to PCS1 step B after 12 months of service in PCS1 step A; and then progress through PCS1 steps C-F after 2 years of service in each step, attaining PCS1 step F 10 years after entering the academy.

If the anniversary date in a classification occurs during the last half of the pay period, the increase does not become effective until the beginning of the next pay period. Progression in each classified position (PNC1-B and above) is based on time in that classification. Time spent in "move-up" does not count toward time in the "move up" classification. Seniority is based on all years of service as a sworn/classified police officer (PNC1-B and above) or firefighter for the City of Lubbock, not merely the last continuous period of service. Disciplinary suspensions do not constitute a break in service. Seniority credit shall be figured to five decimal places. In the event of a conflict between this ordinance and state law, state law will control.

Biweekly rate=Hourly * 80. Annual rate=Biweekly * 26. Monthly rate=Annual / 12.

Exhibit E - Fire Pay Plan (40 Hour Shifts)

Grade	Title	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
FCS7	Fire Deputy Chief																					
	H	62,606	63,427	64,248	65,069	65,890	66,710	67,532														
	B	5,006.48	5,074.16	5,139.84	5,205.52	5,271.20	5,336.88	5,402.56														
FCS6	Fire Division Chief																					
	H	58,762	58,999	59,234	59,471	59,706	59,943	60,180	60,418	60,652												
	B	4,709.96	4,719.92	4,738.72	4,757.68	4,776.48	4,795.44	4,814.40	4,833.44	4,852.16												
FCS5	Fire Battalion Chief																					
	H	51,291	51,206	51,619	54,033	54,446	54,860	55,272	55,688	56,101	56,514	56,928										
	B	4,223.28	4,256.48	4,289.52	4,322.64	4,355.68	4,388.80	4,421.76	4,455.04	4,488.08	4,521.12	4,554.24										
FCS4	Fire Captain																					
	H	45,913	46,256	46,599	46,942	47,284	47,627	47,970	48,315	48,657	49,000	49,342	49,686	50,029								
	B	3,673.04	3,700.48	3,727.92	3,755.36	3,782.72	3,810.16	3,837.60	3,865.20	3,892.56	3,920.00	3,947.36	3,974.88	4,002.32								
FCS3	Fire Lieutenant																					
	H	41,058	41,281	41,503	41,728	41,950	42,172	42,395	42,620	42,844	43,067	43,290	43,513	43,737	43,959	44,184						
	B	3,284.64	3,302.48	3,320.24	3,338.24	3,356.00	3,373.76	3,391.60	3,409.60	3,427.32	3,445.36	3,463.20	3,481.04	3,498.96	3,516.72	3,534.72						
FCS2	Fire Equipment Oper.																					
	H	37,901	38,076	38,250	38,425	38,600	38,774	38,951	39,125	39,300	39,474	39,648	39,823	39,998	40,173	40,348	40,522	40,699				
	B	3,032.08	3,046.08	3,060.00	3,074.00	3,088.00	3,101.92	3,116.08	3,130.00	3,144.00	3,157.92	3,171.84	3,185.94	3,199.84	3,213.84	3,227.84	3,241.76	3,255.92				
FCS1	Fire Fighter																					
	H	28,020	28,489	28,959	29,430	29,902	30,372	30,842	31,313	31,783	32,253	32,723	33,196	33,665	34,137	34,609	35,077	35,548	36,019	36,490	36,960	
	B	2,241.60	2,279.12	2,316.72	2,354.40	2,392.16	2,429.76	2,467.36	2,505.04	2,542.64	2,580.24	2,617.84	2,655.68	2,693.20	2,730.96	2,768.72	2,806.16	2,843.84	2,881.52	2,919.20	2,956.80	
FNCS1	Prob. Fire Fighter																					
	H	26,418																				
	B	2,113.44																				

Progression in each pay grade is based on seniority in that pay grade. Seniority is defined as the total time of employment as a police officer or fire fighter for the City of Lubbock. Time-off for disciplinary suspension does not constitute a loss of seniority time, nor does it constitute a break in service. The time involved in "move-up" is also not included. It does mean all years of service as a police officer or fire fighter with the City of Lubbock, whether interrupted, or uninterupted and not merely the last continuous period of service. Seniority credit shall be figured to five decimal places.

Employees who successfully complete one (1) year as Probationary Fire Fighter move to grade FCS1. Fire Fighters earn progress through steps in FCS1 annually. Progress through the steps in the other grades also require one year in each step. However, if the anniversary date occurs during the last half of the pay period, the increase does not become effective until the beginning of the next pay period.

Hourly rate=annual / 2,080. Biweekly rate=hourly rate * 80. All conversions are approximate.

Exhibit E - Fire Pay Plan (Kelly Shifts)

Grade	Title	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	
FCS5	Fire Battalion Chief																					
	H	37,708	38,004	38,300	38,595	38,890	39,187	39,480	39,777	40,073	40,367	40,663										
	B	3,997.05	4,028.42	4,059.80	4,091.07	4,122.34	4,153.82	4,184.88	4,216.36	4,247.74	4,278.90	4,310.28										
FCS4	Fire Captain																					
	H	32,796	33,040	33,285	33,530	33,774	34,020	34,264	34,511	34,755	35,001	35,245	35,490	35,735								
	B	3,476.38	3,502.24	3,528.21	3,554.18	3,580.04	3,606.12	3,631.98	3,658.17	3,684.03	3,710.11	3,735.97	3,761.94	3,787.91								
FCS3	Fire Lieutenant																					
	H	29,327	29,487	29,645	29,806	29,964	30,123	30,282	30,442	30,604	30,762	30,922	31,081	31,241	31,399	31,560						
	B	3,108.66	3,125.62	3,142.37	3,159.44	3,176.18	3,193.04	3,209.89	3,226.85	3,244.02	3,260.77	3,277.73	3,294.59	3,311.55	3,328.29	3,345.36						
FCS2	Fire Equipment Oper																					
	H	27,073	27,197	27,321	27,447	27,572	27,696	27,822	27,946	28,071	28,196	28,321	28,446	28,570	28,695	28,820	28,945	29,071				
	B	2,869.74	2,882.88	2,896.03	2,909.38	2,922.63	2,935.78	2,949.13	2,962.28	2,975.53	2,988.78	3,002.03	3,015.28	3,028.42	3,041.67	3,054.92	3,068.17	3,081.55				
FCS1	Fire Fighter																					
	H	20,014	20,349	20,685	21,022	21,358	21,694	22,030	22,367	22,702	23,038	23,374	23,711	24,046	24,384	24,720	25,055	25,391	25,728	26,064	26,400	
	B	2,121.46	2,156.99	2,192.61	2,228.33	2,263.95	2,299.56	2,335.18	2,370.90	2,406.41	2,442.03	2,477.64	2,513.37	2,548.88	2,584.70	2,620.32	2,655.83	2,691.45	2,727.17	2,762.78	2,798.40	
FNCS1	Prob. Fire Fighter																					
	H	18,870																				
	B	2,000.22																				
	A	52,005.71																				

Progression in each pay grade is based on seniority in that pay grade. Seniority is defined as the total time of employment as a police officer or fire fighter for the City of Lubbock. Time-off for disciplinary suspension does not constitute a loss of seniority time, nor does it constitute a break in service. The time involved in "move-up" is also not included. It does mean all years of service as a police officer or fire fighter with the City of Lubbock whether interrupted, or uninterrupted and not merely the last continuous period of service. Seniority credit shall be figured to five decimal places.

Employees who successfully complete one (1) year as Probationary Fire Fighter move to grade FCS1. Fire Fighters then progress through steps in FCS1 annually. Progress through the steps in the other grades also requires one year in each step. However, if the anniversary date occurs during the last half of the pay period, the increase does not become effective until the beginning of the next pay period.

Kelly shift rate (40-hour/112. Biweekly rate=Hourly*106. Annual rate=Biweekly rate*26. All conversions are approximate

Exhibit F - Position Control Summary

	Budget
	FY 2021-22
Administrative Services	
City Attorney	15
City Council	3
City Manager	9
City Secretary	10
Facilities Management	17
Finance	31
Human Resources	11
Internal Audit	3
Communications and Marketing	11
Total Administrative Services	110
Development Services	
Building Safety	31
Codes	29
Environmental Health	14
Planning	11
Total Development Services	85
Cultural and Recreation Services	
Library	36
Cultural Arts	9
Parks and Recreation	83
Total Cultural and Recreation Services	128
Public Works	
Engineering	45
Solid Waste	99
Streets	48
Traffic	34
Total Public Works	226
Public Safety and Health Services	
Animal Services	27
Fire	441
Municipal Court	21
Police	573
Public Health	50
Total Public Safety and Health Services	1,112
TOTAL GENERAL FUND	1,661

Exhibit F - Position Control Summary

	Budget FY 2021-22
Internal Service Funds	
Fleet	24
Health Benefits	4
Information Technology	30
Telecommunications	3
GIS & Data Services	11
Radio Shop	8
Print Shop/Warehouse	6
Risk Management	6
Total Internal Service Funds	92
Enterprise Funds	
Airport	50
Cemetery	6
Civic Centers	17
Lake Alan Henry	2
Lubbock Power and Light	346
Storm Water	31
Water/Wastewater	228
Total Enterprise Funds	680
Special Revenue Funds	
Civic Lubbock	6
Community Development	15
Economic Development	3
Total Special Revenue Funds	24
TOTAL CITY FUNDS	2,457

Exhibit G - Changes to Proposed FY 2021-22 Budget

Water/Wastewater Fund

Increase Water/Wastewater Use of Excess Reserves (Revenue)	\$	42,019
Increase Transfer to LP&L for Citizens Tower Debt (Expense)		42,019

Storm Water Fund

Increase Storm Water Professional Services	\$	4,200
Increase Storm Water Use of Excess Reserves		4,200

Telecommunication

Increase Telecommunication Use of Excess Reserves (Revenue)	\$	9,961
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GIS and Data Services

Increase GIS and Data Services Use of Excess Reserves (Revenue)	\$	36,511
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Risk Management

Increase Risk Management Use of Excess Reserves (Revenue)	\$	444,523
Increase to Property Premiums (Expenses)		335,523.37
Increase to Liability Premiums (Expenses)		109,000

General Fund

- Delete one full time Deputy Police Chief/Police Captain (5735)
- Add one full time Police Sergeant (5735)
- Add two full time Environmental Specialist II in Environmental Health (5413)
- Add three full time Public Health Program Liaisons in Public Health (5415)
- Add two full time Disease Intervention Specialists in Public Health (5415)
- Add one full time Epidemiologist in Public Health (5415)
- Add one full time Administrative Assistant in Public Health (5415)
- Add one full time Financial Analyst in Public Health (5415)
- Add one full time Behavioral Health Manager in Public Health (5415)
- Add one full time Nurse Practitioner in Public Health (5415)

FY 2020-21 Operating Budget and Capital Program Amendments After Filing Proposed Budget

Amendments not included in the FY 2020-21 Proposed Operating Budget and Capital

Approved on the August 10, 2021 City Council Meeting:

General Fund

- Delete one full time Deputy Police Chief/Police Captain (5735)
- Add one full time Police Sergeant (5735)

Approved on the August 24, 2021 City Council Meeting:

LP&L Fund

Increase appropriation to Power Cost Recovery Factor Revenue	\$	31,708,193
Increase appropriation to Franchise Fee Equivalent Revenue		1,585,410
Increase appropriation to LP&L Purchased Power-Energy/Fuel Expense		31,708,193
Increase appropriation to Power Cost Recovery Factor Expense		1,585,410
Increase appropriation to Franchise Fee Equivalent Expense		317,082

Exhibit G - Changes to Proposed FY 2021-22 Budget

Grant Fund

Accept and appropriate Health Equity Grant Funding from Texas Department of State Health Services	\$	500,000 500,000
Accept and appropriate Workforce Development Grant Funding from Texas Department of State Health Services	\$	1,500,000 1,500,000
Accept and appropriate HIV Disease Intervention Specialist Program Grant Funding from Texas Department of State Health Services	\$	404,272 404,272
Increase appropriation to IDCU COVID Extension Grant Funding from Texas Department of State Health Services	\$	193,635 193,635
Accept and appropriate Substance Use Disorder Administrative Grant Funding from Texas Health and Human Services Commission	\$	250,000 250,000
Accept and appropriate Adult Treatment Grant Funding from Texas Health and Human Services Commission	\$	1,219,980 1,219,980
Accept and appropriate Youth Treatment Grant Funding from Texas Health and Human Services Commission	\$	57,497 57,497
Accept and appropriate Specialized Female Treatment Grant Funding from Texas Health and Human Services Commission	\$	658,522 658,522
Accept and appropriate Co-Occurring Psychiatric & Substance Abuse Disorders Grant Funding from Texas Health and Human Services Commission	\$	79,700 79,700
Accept and appropriate Community Health Worker Grant Funding from Texas Health and Human Services Commission	\$	464,000 464,000
Accept and appropriate Prevention Resource Center Grant Funding from Texas Health and Human Services Commission	\$	708,791 708,791
Accept and appropriate Texas Youth Action Network Grant Funding from Texas A&M University	\$	10,000 10,000

General Fund

Decrease appropriation to Transfer to General Fund Capital	\$	26,750
Increase appropriation to Transfer to Internal Service Fund Capital		26,750
Increase appropriation to Transfer to Fleet Capital		170,000
Add two full time Environmental Specialist II in Environmental Health (5413)		
Add three full time Public Health Program Liaisons in Public Health (5415)		
Add two full time Disease Intervention Specialists in Public Health (5415)		
Add one full time Epidemiologist in Public Health (5415)		

Exhibit G - Changes to Proposed FY 2021-22 Budget

Add one full time Administrative Assistant in Public Health (5415)
 Add one full time Financial Analyst in Public Health (5415)
 Add one full time Behavioral Health Manager in Public Health (5415)
 Add one full time Nurse Practitioner in Public Health (5415)

Information Technology Fund

Decrease appropriation to Transfer to General Capital	\$	1,750
Increase appropriation to Transfer to Information Technology Capital		1,750

Fleet Operating Fund

Decrease appropriation to Transfer from General Fund	\$	2,986,851
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Fleet Capital Fund

Increase appropriation to Transfer from General Fund		3,156,851
Funding from Tax Notes - FY 2020-21		3,156,851

CIP 92676 General Fund Vehicle Replacement

Increase appropriation and funding	\$	170,000
Funding from FY 2018 Tax Notes		205,757
Funding from FY 2021 General Fund Cash		1,719,243

Approved on the September 14, 2021 City Council Meeting:

General Capital Fund

CIP 8633 Comprehensive Plan Implementation

Increase appropriate and funding	\$	40,000
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General Fund

Increase appropriation to Transfer from LP&L - PILOT	\$	317,082
Increase appropriation to Transfer from LP&L - Franchise Fee		1,585,410
Increase appropriation to Transfer to General Fund Capital		40,000
Increase appropriation to Transfer to Gateway Fund		634,164

Gateway Fund

Increase appropriation to transfer from General Fund	\$	634,164
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RESOLUTION

WHEREAS, the City Council of the City of Lubbock has adopted a FY 2021-22 budget that will raise more property tax revenue than was generated in the previous year; and

WHEREAS, Chapter 102 of the Texas Local Government Code requires the City Council to "ratify" the adoption of a budget that will raise more property tax revenue than was generated in the prior year by a separate vote; NOW THEREFORE:

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LUBBOCK:

THAT the City Council of the City of Lubbock hereby ratifies the adoption of a FY 2021-22 budget that will raise more property tax revenue than was generated in the previous year.

Passed by the City Council this 14th day of September, 2021.

VOTING FOR PASSAGE:

VOTING AGAINST PASSAGE:

Mayor Daniel M. Pope

Mayor Pro Tem Steve Massengale

Council Member Shelia Patterson Harris

Council Member Jeff Griffith

Council Member Randy Christian

Council Member Latrelle Joy

Council members present but not voting: N/A


Council members absent: Council Member Juan A. Chadis



DANIEL M. POPE, MAYOR

ATTEST:





Rebecca Garza, City Secretary

APPROVED AS TO CONTENT:



D. Blu Kostelich, Chief Financial Officer

APPROVED AS TO FORM:



Amy L. Sims, Deputy City Attorney

Res. Property Tax Revenue Ratification
8-12-21

ORDINANCE NO. 2021-00127

AN ORDINANCE SETTING THE TAX RATE AND LEVYING A TAX UPON ALL PROPERTY SUBJECT TO TAXATION WITHIN THE CITY OF LUBBOCK, TEXAS, FOR THE YEAR 2021; APPORTIONING SAID LEVY AMONG THE VARIOUS FUNDS AND ITEMS FOR WHICH REVENUE MUST BE RAISED; FIXING THE TIMES IN WHICH SAID TAXES SHALL BE PAID AND ASSESSING PENALTY AND INTEREST FOR NONPAYMENT OF SUCH TAXES WITHIN THE TIME PROVIDED.

WHEREAS, after all notices have been given and hearings held as provided by law, the City Council has determined the tax rate necessary to produce the revenue necessary to operate the affairs of the City of Lubbock for the next fiscal year; NOW THEREFORE:

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LUBBOCK:

SECTION 1. THAT there shall be levied and assessed upon all property subject to taxation within the City of Lubbock, Texas, for the year 2021 the sum of \$0.523230 per One Hundred and No/100s Dollars (\$100.00) valuation thereof and the same shall be applied to the various funds in the following manner:

\$0.120266 per \$100 valuation to the Interest and Sinking Fund;

\$0.381257 per \$100 valuation to the General Fund; and

\$0.021707 per \$100 valuation to the Economic Development Fund.

SECTION 2. THAT all ad valorem taxes shall be paid before the first day of February 2022, and taxes not paid by that time shall be increased by such penalty and interest as is provided by Chapter 18 of the Code of Ordinances of the City of Lubbock.

**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 5.36
PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND
OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY -\$18.18.**

AND IT IS SO ORDERED

Passed by the City Council on first reading this 7th day of September, 2021.

VOTING FOR PASSAGE:

VOTING AGAINST PASSAGE:

Mayor Daniel M. Pope

Mayor Pro Tem Steve Massengale

Council Member Juan A. Chadis

Council Member Shelia Patterson Harris

Council Member Jeff Griffith

Council Member Randy Christian

Council Member Latrelle Joy

Council members present but not voting:

N/A

Council members absent:

N/A

Passed by the City Council on second reading this 14th day of September, 2021.

VOTING FOR PASSAGE:

VOTING AGAINST PASSAGE:

Mayor Daniel M. Pope

Mayor Pro Tem Steve Massengale

Council Member Shelia Patterson Harris

Council Member Jeff Griffith

Council Member Randy Christian

Council Member Latrelle Joy

Council members present but not voting:

N/A

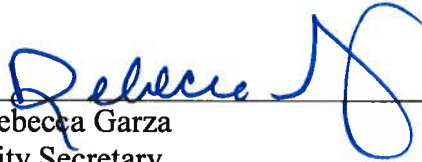
Council members absent:

Council Member Juan A. Chadis



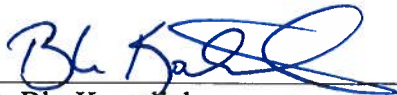
DANIEL M. POPE, MAYOR

ATTEST:



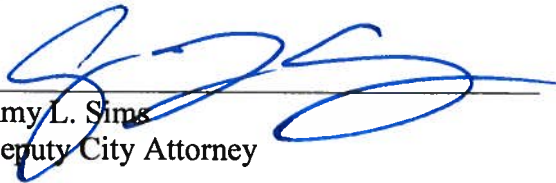
Rebecca Garza
City Secretary

APPROVED AS TO CONTENT:



D. Blu Kostelich
Chief Financial Officer

APPROVED AS TO FORM:



Amy L. Sims
Deputy City Attorney

RESOLUTION

WHEREAS, the City Council of the City of Lubbock, by Ordinance No. 2002-O0049, amended Subsection 18.03.001(b)(2) of the Code of Ordinances of the City of Lubbock to allow for allocation of Hotel Occupancy Tax Revenues by Resolution; and

WHEREAS, the City Council of the City of Lubbock deems it to be in the best interest of the citizens of Lubbock to adjust the current allocation of hotel occupancy tax revenues; NOW THEREFORE,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LUBBOCK:

1. THAT the funds received from the tax levied under Section 18.03.001(a) of the Code of Ordinances of the City of Lubbock, net of collection expenses, shall be distributed as follows:

Convention & Tourism Bureau	42.38340 percent
Civic Center Operations/Marketing	27.87369 percent
Visiting Participatory & Spectator Sports Marketing	13.81600 percent
North Overton TIF Conference Center Debt Service	4.93054 percent
Civic Lubbock, Inc.	5.92120 percent
Buddy & Maria Elena Holly Plaza Debt Service	1.34559 percent
Transfer to Civic Center Capital	<u>3.72958 percent</u>
Total	100.00000 percent

2. THAT to the extent revenue is collected, each of the above entities will receive 100 percent of actual revenue at the percentage indicated.

Passed by the City Council on September 14, 2021.

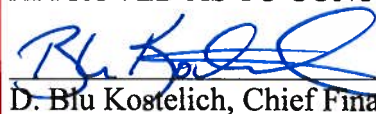


DANIEL M. POPE, MAYOR

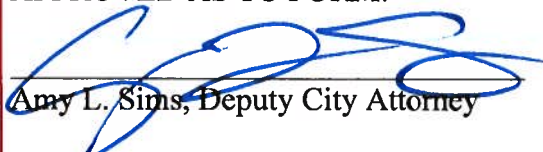
ATTEST:


Rebecca Garza, City Secretary

APPROVED AS TO CONTENT:


D. Blu Kostelich, Chief Financial Officer

APPROVED AS TO FORM:


Amy L. Sims, Deputy City Attorney

Preliminary Summary of Revenues, Expenditures, and Changes in Fund Balance

Any significant changes in Fund Balance are explained and found below each appropriate Fund.

	General	Debt Service	Airport	Cemetery
Projected Fund Balance * / Total Net Position 9/30/21	\$ 88,217,054	6,296,056	128,042,789	911,096
Revenues				
Taxes	187,238,374	23,445,141	-	-
Licenses and Permits	4,554,942	-	-	-
Intergovernmental	496,038	-	-	-
Fines & Forfeitures	2,133,188	-	-	-
Charges for Services	29,436,294	-	9,316,150	350,200
Miscellaneous	12,685,702	-	270,200	20,500
Interest	1,273,900	86,660	338,043	5,977
Non-Operating	-	-	-	-
Grant	-	-	-	-
Total Revenues	237,818,438	23,531,801	9,924,393	376,677
Expenditures				
Personnel Services	162,688,327	-	3,542,233	355,921
Supplies	8,207,081	-	221,455	40,398
Maintenance	12,621,269	-	899,580	85,609
Prof. Services / Training	9,558,645	-	1,807,305	192,400
Other Charges	4,461,717	-	29,800	-
Scheduled Charges	14,345,068	-	1,633,945	44,045
Miscellaneous	-	14,000	944	-
Capital Outlay	6,613,012	-	58,000	-
Reimbursements	(2,935,233)	-	(3,484,545)	-
Debt Service	-	42,471,681	3,611,695	75,740
Non-Operating	-	200,000	387,815	-
Total Expenditures	215,559,886	42,685,681	8,708,226	794,113
Transfers In/(Out)	(27,299,096)	16,848,823	(1,216,167)	317,433
Estimated Fund Balance / Total Net Position 9/30/22	\$ 83,176,510	3,990,998	128,042,789	811,093

The change in fund balance of (5.7) percent for the General Fund is due to increases to cost of living salary and capital outlay.

Revenue: Revenue increased by 5.3 percent in the General Fund mainly due to increases in taxes, fees for services and fees and fines.

Expenditures: Expenditures increased by 4.2 percent due to cost of living adjustment and increases to medical insurance and vehicle maintenance.

The change in fund balance of (36.6) percent for the Debt Service Fund is due to increase to debt service principal.

Revenue: Revenue increased by 0.4 percent due to an increase in projected tax collections.

Expenditures: Expenditures increased by 1.3 percent due to increase in debt service and bond sale charges.

The change in fund balance of (11.0) percent for the Cemetery Fund is due to decrease in operating revenue.

Revenue: Revenue decreased by 5.4 percent mainly due to decreased Transfer from General Fund.

Expenses: Expenses increased by 8.0 percent due to increase operating expenses and Transfer to Capital.

* Projected Fund Balance based on Preliminary FY 2020-21 Comprehensive Annual Financial Report

Preliminary Summary of Revenues, Expenditures, and Changes in Fund Balance

	Civic Center	Lake Alan Henry	LP&L	Storm Water
Projected Fund Balance * /				
Total Net Position 9/30/21	\$ 7,194,665	259,854	237,720,018	98,700,530
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	631,300	-	-
Intergovernmental	-	-	-	-
Fines & Forfeitures	-	-	-	-
Charges for Services	511,518	3,000	299,327,701	23,975,873
Miscellaneous	18,863	-	467,439	14,400
Interest	12,919	6,488	900,041	422,725
Non-Operating	-	-	-	-
Grants	-	-	-	-
Total Revenues	543,300	640,788	300,695,181	24,412,998
Expenditures				
Personnel Services	1,477,961	272,340	27,981,373	1,997,066
Supplies	59,482	13,743	189,844,138	164,767
Maintenance	284,900	34,211	2,659,274	482,739
Prof. Services / Training	145,280	149,700	9,170,541	783,981
Other Charges	12,000	7,500	1,377,486	47,110
Scheduled Charges	689,602	52,233	6,942,367	130,202
Miscellaneous	-	-	79,939	4,363
Capital Outlay	68,000	-	22,000	-
Reimbursement	-	-	(6,148,191)	-
Debt Service	450,175	-	35,851,438	12,128,686
Non-Operating	-	-	1,895,328	258,567
Total Expenditures	3,187,400	529,727	269,675,692	15,997,481
Transfers In/(Out)	2,334,075	(107,912)	(34,741,021)	(10,119,628)
Estimated Fund Balance /				
Total Net Position 9/30/22	\$ 6,884,640	263,003	233,998,486	96,996,419

The change in fund balance of (4.3) percent for the Civic Center Fund is due slight decrease in revenue and increase in operating expenses.

Revenue: Revenue decreased by 1.0 percent due to decrease in Transfer from General Fund.

Expenses: Expenses increased 9.7 percent due to higher operating expenses.

Preliminary Summary of Revenues, Expenditures, and Changes in Fund Balance

	Transit	Water/Wastewater	Other Internal Services**	Health Benefits
Projected Fund Balance * / Total Net Position 9/30/21	\$ 11,698,456	599,526,576	14,012,593	2,396,071
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	9,180	-	-
Intergovernmental	-	-	-	-
Fines & Forfeitures	-	-	-	-
Charges for Services	4,737,500	141,202,982	24,098,177	36,728,472
Miscellaneous	290,000	212,500	-	-
Interest	-	2,831,439	229,256	75,714
Non-Operating	-	-	-	-
Grant	8,124,624	-	-	-
Total Revenues	13,152,124	144,256,101	24,327,433	36,804,186
Expenditures				
Personnel Services	9,853,283	17,034,198	6,701,613	387,842
Supplies	1,106,704	4,592,272	274,947	6,228
Maintenance	1,732,924	5,183,146	11,021,853	-
Prof. Services / Training	881,754	4,380,732	501,331	456,191
Other Charges	758,257	135,900	1,670,750	100
Scheduled Charges	-	16,284,484	540,516	37,515,991
Miscellaneous	-	12,484	-	-
Capital Outlay	848,438	1,430,000	951,710	-
Debt Service	-	57,558,138	2,765,913	-
Non-Operating	-	1,806,972	-	-
Total Expenditures	15,181,360	108,418,326	24,428,633	38,366,352
Transfers In/(Out)	2,029,236	(48,056,992)	(52,607)	-
Estimated Fund Balance / Total Net Position 9/30/22	\$ 11,698,456	587,307,359	13,858,786	833,905

** Internal Services includes Fleet, Information Technology, Print Shop/Warehouse, and Investment Pool.

The change in fund balance of (65.2) percent for Health Benefits Funds is due to increase in medical and prescription claims.

Revenue: Revenue increased by 10.2 percent due to increase to City medical contribution.

Expenses: Expenses increased 2.2 percent due to increases in Professional Services and medical claims.

Preliminary Summary of Revenues, Expenditures, and Changes in Fund Balance

	Risk Management	Abandoned Vehicle	Animal Assistance	Bell Farms PID
Projected Fund Balance * / Total Net Position 9/30/21	\$ 8,588,100	969,232	379,551	171,321
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	260,000	-
Intergovernmental	-	-	-	-
Fines & Forfeitures	-	-	-	-
Charges for Services	12,199,792	1,000,000	-	-
Miscellaneous	-	-	-	190,639
Interest	79,155	4,310	3,490	1,642
Non-Operating	-	-	-	-
Grant	-	-	-	-
Total Revenues	12,278,947	1,004,310	263,490	192,281
Expenditures				
Personnel Services	688,251	-	-	18,039
Supplies	13,618	206,100	40,000	1,168
Maintenance	9,216	-	-	-
Prof. Services / Training	177,943	825,000	244,000	53,900
Other Charges	2,876	-	-	-
Scheduled Charges	11,555,967	-	-	8,278
Miscellaneous	230,500	-	-	-
Capital Outlay	-	-	-	40,000
Debt Service	3,705	-	-	-
Non-Operating	-	-	-	-
Total Expenditures	12,682,076	1,031,100	284,000	121,385
Transfers In/(Out)	(178,400)	-	-	-
Estimated Fund Balance / Total Net Position 9/30/22	\$ 8,006,571	942,442	359,041	242,217

The change in fund balance of (6.8) percent for the Risk Management Fund is due to increase to property, worker's compensation and liability premiums.

Revenue: Revenues increased by 36.1 percent associated with increase to scheduled charges.

Expenses: Expenses increased 26.5 percent due primarily to increases to premiums and claims.

The change in fund balance of (5.4) percent for the Animal Assistance Fund is due increase in revenue and decrease in Professional Services.

Revenue: Revenue increased by 9.5 percent due to increase to animal licensing and registration.

Expenditures: Expenditures decreased 10.6 percent due to decrease in compensation, benefits and professional services.

The change in fund balance of 41.4 percent for the Bell Farms PID Fund is due to additional value added to the tax roll for new home construction.

Revenue: Revenue increased by 45.3 percent due to additional value added to the tax roll for new home construction.

Expenditures: Expenditures increased 71.1 percent due to increase to compensation, benefits, and capital outlay.

* Projected Fund Balance based on Preliminary FY 2020-21 Comprehensive Annual Financial Report

Preliminary Summary of Revenues, Expenditures, and Changes in Fund Balance

	Cable Services	Central Business District TIF	Community Development***	Criminal Investigations
Projected Fund Balance * / Total Net Position 9/30/21	\$ 3,817,853	429,319	114,223	237,586
Revenues				
Taxes	-	1,520,655	-	-
Licenses and Permits	-	-	-	-
Intergovernmental	-	-	-	-
Fines & Forfeitures	-	-	-	-
Charges for Services	497,914	-	-	-
Miscellaneous	-	-	-	131,500
Interest	26,267	14,025	-	5,050
Non-Operating	-	-	-	-
Grant	-	-	9,913,812	-
Total Revenues	524,181	1,534,680	9,913,812	136,550
Expenditures				
Personnel Services	-	81,867	526,349	-
Supplies	-	1,068	12,000	200,000
Maintenance	-	-	2,500	-
Prof. Services / Training	-	308,541	29,000	45,000
Other Charges	17,033	15,000	30,000	20,000
Scheduled Charges	-	50	126,274	-
Miscellaneous	-	-	9,183,962	-
Capital Outlay	150,000	-	3,727	-
Debt Service	-	941,828	-	-
Non-Operating	-	-	-	-
Total Expenditures	167,033	1,348,354	9,913,812	265,000
Transfers In/(Out)	-	(100,000)	-	-
Estimated Fund Balance / Total Net Position 9/30/22	\$ 4,175,001	515,645	114,223	109,136

The change in fund balance of 9.4 percent for the Cable Services Fund is due to decrease in interest earnings and increase in capital.

Revenue: Revenue decreased by 2.1 percent, due to decrease in interest.

Expenditures: Expenditures increased by 192.9 percent due to an increase in capital outlay.

The change in fund balance of 20.1 percent for the CBD TIF Fund is due to increase in property taxes

Revenue: Revenue increased by 11.4 percent associated with property taxes.

Expenditures: Expenditures decreased by 18.2 percent due to a decrease in transfer to TIF capital projects.

The change in fund balance of (54.1) percent for the Criminal Investigations Fund is due to increase to supplies.

Revenue: Revenue increased by 25.4 percent associated with higher confiscation funds.

Expenditures: Expenditures increased by 173.7 percent due to increase in Supplies.

***Community Development includes the Community Development Block Grant, the HOME Investment Partnership Program and the Emergency Solutions Grant as well as State Grants, Texas Department of Housing and Community Affairs Community Services Block Grant and Comprehensive Energy Assistance Program.

* Projected Fund Balance based on Preliminary FY 2020-21 Comprehensive Annual Financial Report

Preliminary Summary of Revenues, Expenditures, and Changes in Fund Balance

	Dept of Justice Asset Sharing	Economic Development	Gateway Streets	Hotel / Motel Tax
Projected Fund Balance * / Total Net Position 9/30/21	\$ 58,168	409,818	10,681,577	443,121
Revenues				
Taxes	-	4,229,334	-	6,800,000
Licenses and Permits	-	-	-	-
Intergovernmental	-	-	-	-
Fines & Forfeitures	-	-	-	-
Charges for Services	-	-	-	-
Miscellaneous	-	-	-	-
Interest	440	-	179,123	-
Non-Operating	-	-	-	-
Grant	-	-	-	-
Total Revenues	440	4,229,334	179,123	6,800,000
Expenditures				
Personnel Services	-	148,631	-	-
Supplies	37,000	4,500	-	-
Maintenance	-	-	-	-
Prof. Services / Training	-	27,500	-	-
Other Charges	-	5,500	-	-
Scheduled Charges	-	6,299	-	-
Miscellaneous	-	3,717,041	-	6,119,611
Capital Outlay	-	-	-	-
Debt Service	-	-	8,783,613	91,500
Non-Operating	-	-	-	-
Total Expenditures	37,000	3,909,471	8,783,613	6,211,111
Transfers In/(Out)	-	(320,450)	8,206,712	(588,889)
Estimated Fund Balance / Total Net Position 9/30/22	\$ 21,608	409,231	10,283,799	443,121

The change in fund balance of (62.9) percent for the Department of Justice Asset Sharing Fund is due to a budgeted use of excess reserves of \$36,560 associated with increase to supplies.

Revenue: Revenue increased by 37.1 percent due to projected interest earnings.

Expenditures: Expenditures increased by 85.0 percent due to an increase in supplies.

Preliminary Summary of Revenues, Expenditures, and Changes in Fund Balance

	Lubbock Business Park TIF	Lubbock Economic Development Alliance	Municipal Court	North and East Lubbock Neighborhood and Infrastructure
Projected Fund Balance * / Total Net Position 9/30/21	671,890	-	1,200,751	\$ 514,507
Revenues				
Taxes	634,963	7,344,980	-	-
Licenses and Permits	-	-	-	-
Intergovernmental	-	-	-	-
Fines & Forfeitures	-	-	198,985	-
Charges for Services	-	-	-	-
Miscellaneous	-	-	-	-
Interest	7,797	-	6,652	-
Non-Operating	-	-	-	-
Grant	-	-	-	-
Total Revenues	642,760	7,344,980	205,637	-
Expenditures				
Personnel Services	17,494	-	-	-
Supplies	868	-	-	-
Maintenance	-	-	-	-
Prof. Services / Training	4,600	-	46,000	-
Other Charges	-	-	-	-
Scheduled Charges	-	-	98,975	-
Miscellaneous	-	-	-	294,998
Capital Outlay	-	-	80,000	-
Debt Service	-	-	-	-
Non-Operating	-	-	-	-
Total Expenditures	22,962	-	224,975	294,998
Transfers In/(Out)	-	(7,344,980)	-	294,998
Estimated Fund Balance / Total Net Position 9/30/22	1,291,689	-	1,181,413	\$ 514,507

The change in fund balance of 92.3 percent for the Lubbock Business Park (LBP) Tax Increment Finance (TIF) Fund is mainly due to anticipating \$619.8 thousand more in revenue than expenditures.

Revenue: Revenues decreased 8.3 percent mainly due the decrease in property values.

Expenditures: Expenditures increased 43.9 percent due to increase to compensation and benefits.

* Projected Fund Balance based on Preliminary FY 2020-21 Comprehensive Annual Financial Report

Preliminary Summary of Revenues, Expenditures, and Changes in Fund Balance

	North Overton			Quincy Park PID
	North Overton PID	TIF	North Point PID	
Projected Fund Balance * / Total Net Position 9/30/21	1,704,108	6,224,388	818,991	\$ 279,102
Revenues				
Taxes	-	4,723,601	-	-
Licenses and Permits	-	-	-	-
Intergovernmental	-	-	-	-
Fines & Forfeitures	-	-	-	-
Charges for Services	-	-	-	-
Miscellaneous	813,483	154,438	256,048	207,179
Interest	18,863	62,508	7,880	2,735
Non-Operating Grant	-	-	-	-
Total Revenues	832,346	4,940,547	263,928	209,913
Expenditures				
Personnel Services	31,991	14,998	16,752	22,455
Supplies	1,068	1,018	2,268	1,918
Maintenance	-	-	-	-
Prof. Services / Training	680,000	10,000	117,900	88,900
Other Charges	10,000	-	-	15,000
Scheduled Charges	85,225	50	10,097	3,786
Miscellaneous	-	-	-	-
Capital Outlay	-	-	100,000	65,787
Debt Service	-	3,107,871	-	-
Non-Operating	-	-	-	-
Total Expenditures	808,284	3,133,937	247,017	197,846
Transfers In/(Out)	-	(664,723)	-	-
Estimated Fund Balance / Total Net Position 9/30/22	1,728,170	7,366,275	835,902	291,169

The change in fund balance of 18.4 percent for the North Overton TIF Fund is due to anticipating \$1.1 million more in revenue than expenditures.

Revenue: Revenues decreased 3.3 percent mainly from Hotel/Motel Tax Transfer.

Expenditures: Expenditures decreased 11.2 percent due to decrease in the Transfer for Capital Projects.

* Projected Fund Balance based on Preliminary FY 2020-21 Comprehensive Annual Financial Report

Preliminary Summary of Revenues, Expenditures, and Changes in Fund Balance

	Truancy Prevention and Diversion	Upland Crossing PID	Valencia PID	Vintage Township PID
Projected Fund Balance * / Total Net Position 9/30/21	\$ 579,760	(533)	96,242	139,542
Revenues				
Taxes	-	-	-	-
Licenses and Permits	-	-	-	-
Intergovernmental	-	-	-	-
Fines & Forfeitures	-	-	-	-
Charges for Services	82,993	-	-	-
Miscellaneous	-	48,500	55,827	199,900
Interest	6,922	-	907	-
Non-Operating	-	-	-	-
Grant	-	-	-	-
Total Revenues	89,915	48,500	56,734	199,900
Expenditures				
Personnel Services	-	2,890	8,822	-
Supplies	-	1,168	1,118	-
Maintenance	-	-	-	-
Prof. Services / Training	75,000	3,900	39,150	-
Other Charges	7,500	-	-	14,972
Scheduled Charges	-	1,500	9,975	-
Miscellaneous	-	-	-	-
Capital Outlay	-	-	15,000	-
Reimbursement	-	-	-	-
Debt Service	-	-	-	-
Non-Operating	-	-	-	-
Total Expenditures	82,500	9,458	74,065	14,972
Transfers In/(Out)	-	-	-	(184,928)
Estimated Fund Balance / Total Net Position 9/30/22	\$ 587,175	38,509	78,911	139,542

The change in fund balance of over 7,300 percent for the Upland Crossing PID Fund is due to anticipating \$39.0 thousand more in revenue than expenditures.

Revenue: Revenues increased \$47.4 thousand due to an increase in the assessment rate.

Expenditures: Expenditures increased 775.7 percent due to increase in compensation, benefits, supplies and scheduled charges.

The change in fund balance of (18.0) for the Valencia PID Fund is due increase in capital outlay.

Revenue: Revenues increased 21.0 percent due to an increase in the assessment rate.

Expenditures: Expenditures increased 35.4 percent due to increase in compensation, benefits, professional services and capital outlay.

* Projected Fund Balance based on Preliminary FY 2020-21 Comprehensive Annual Financial Report

Glossary of Financial Terms

Accrual Accounting – The basis of accounting where transactions are recognized in the financial statements when they occur, regardless of when cash is actually received or spent.

Activity Measures – A numerical value used to describe and evaluate work performed in carrying out activity. For example, "The number of alleys bladed per month."

Ad Valorem Tax – An ad valorem tax is based "according to value" of property and is used as the source of monies to pay general obligation debt and to support the General Fund.

Airport Capital Projects Fund – Provides for capital improvements to airport buildings, facilities and purchases of major capital items with the Lubbock Preston Smith International Airport. In addition to bond and other fund financing, projects are funded through Federal Aviation Administration grants and passenger facility charges.

Appropriation – A legal authorization granted by a legislative body to make expenditures and incur obligations for specific purposes. An appropriation is usually limited in amount and time when it may be expended.

Arbitrage – The interest earnings derived from invested bond proceeds or debt service fund balances.

Assessed Valuation – Valuation set upon real estate or other property by a government as a basis for levying taxes. (Note: Property values are established by the Lubbock Central Appraisal District).

Audit – An examination of organization financial statements and the utilization of resources.

Balance Sheet – A financial statement that presents the assets, liabilities, reserves and balances, of a specific governmental fund as of a specified date.

Balanced Budget – A budget in which planned expenditures can be met by current income from taxation and other government receipts.

Bond – A written promise to pay a specified sum of money, called the face value or principle amount, at a specified date or dates in the future, called the maturity date(s), together with periodic interest at a specified rate. The most common types of bonds are general obligation and revenue. Bonds are frequently used to finance the construction of large capital projects.

Budget – A plan of financial operation that links all planned revenues and expenditures with various municipal services. The term "budget" usually indicates a financial plan for a single fiscal year. The term "adopted budget" usually specifies the financial plan approved by the City Council, which forms a basis for appropriations.

Budget Change Request (BCR) – Is the process by which funds are moved from one account to another after the budget has been adopted. The City Manager is authorized to approve transfers between line items in any departmental budget and to make transfers within funds in the budget which will neither decrease a program or service adopted in said budget, nor increase expenditures

Glossary of Financial Terms

over the total amount of expenditures approved in said budget, in order to meet unanticipated expenditures within any department, program, or service.

Budget Document – The instrument used by the budget-making authority to present a comprehensive financial program to the appropriation body.

Budget Ordinance – The official enactment, by City Council, to legally authorize City staff to obligate and expend resources. The term “budget amendment” indicates a revision to the working budget and is analogous with “budget ordinance”.

Budgetary Control – The control or management of a governmental or enterprise fund in accordance with an approved budget to keep expenditures within the limitations of available appropriations and revenues.

Budgeted Funds – The funds that have been formally or legally appropriated by the City Council.

Capital Program – Items in the Capital Program are usually construction projects or major capital purchases designed to improve and maintain the value of the City's assets.

Capital Outlay – Expenditures which result in the acquisition of or addition to fixed assets.

Cash Accounting – A basis of accounting in which transactions are recorded when cash is either received or expended for goods and services.

Cash Management – The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to forecasting inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds to achieve the highest interest and return available for temporary cash balances.

Cemetery Capital Projects Fund – Provides for capital improvements to the cemetery and mausoleum facilities.

Certificates of Obligation – Certificates of obligation are debt instruments secured by the ad valorem taxing power of a city. They do not require voter authorization.

CFO – Chief Financial Officer

CIP – Capital Improvement Project

City Council – The Mayor and six (6) Council members collectively acting as the legislative and policy making body of the City.

Civic Centers Capital Projects Fund – Provides for capital improvements to the Amphitheater and Civic Center.

Glossary of Financial Terms

Comprehensive Annual Financial Report – a set of financial statements and reports that comply with the accounting requirements promulgated by the Governmental Accounting Standards Board.

COVID-19 – Coronavirus Disease 2019

Current Assets – Those assets that are available or can be made readily available to finance current operations or to pay current liabilities.

Current Liabilities – Debt or other legal obligation arising out of transactions in the past which must be liquidated, renewed or refunded within one year.

Current Taxes – Taxes that are levied and due within one year.

Debt Service – The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

Debt Service Fund – A fund established to account for the accumulation of resources for the payment of principal and interest on long term debt. May also be called an Interest and Sinking Fund.

Delinquent Taxes – Taxes remaining unpaid on and after the date on which a penalty for non-payment is attached.

Department – An administrative subsection of the City which indicates management responsibility for an operation.

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.

Encumbrances – The pledge to expend appropriated funds to purchase an item or service. To encumber funds means to set aside funds for future expenditures.

Enterprise Fund – A governmental accounting fund in which the services provided are financed and operated similarly to those of a private business. The rates for these services are established to insure that revenues are adequate to meet all necessary expenditures. Enterprise Funds are established for services including water and wastewater, electric, solid waste, airport, storm water, and transit.

Estimated Revenue – The amount of projected revenue to be collected during the fiscal year.

Excess Reserves – The amount available in an internal service or enterprise fund that may be spent, generally equivalent to current assets less current liability as stated at the end of the fiscal period.

Expenditure – The actual outflow of funds paid for an asset, goods, or 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. The term "operating expenses" denotes department

Glossary of Financial Terms

level expenses such as compensation, benefits, supplies, maintenance, professional services, scheduled charges, capital outlay and reimbursements. The term “fund level expenses” includes debt service, vehicle and equipment debt, transfers and funding for capital projects.

FAA – Federal Aviation Administration

Fees – Fees are charges for services.

Fiscal Year – A 12-month period to which the annual operating budget applies. The City determines its financial position and the results of its operations at the end of the Fiscal Year. The Fiscal Year for Lubbock begins October 1 and ends September 30.

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

Franchise Fee – A fee paid by public service utilities for use of public property in providing their services to the citizens of the community.

FTE – FTE means full time equivalent, authorized position, filled or vacant.

Full Faith and Credit – A pledge of the general taxing power of a government to repay debt obligations. This term is typically used in reference to general obligation bond.

Fund – A fiscal and accounting entity with a self-balancing set of accounts that records all financial transactions for specific activities or government functions. Commonly used funds in public accounting are: general fund, special revenue funds, debt service funds, capital projects funds, enterprise funds, trust and agency funds, and internal service funds.

Fund Balance – The excess of assets over liabilities, also known as surplus funds.

Funding Source – A funding source is the specifically identified dollars allocated to meet budgeted requirements.

GASB – Government Accounting Standards Board, an independent, non-profit agency responsible for the promulgation of accounting and financial reporting procedures for governmental entities.

Gateway Streets Project Fund – A governmental capital project fund that accounts for the financing and expenditures related to major street improvements.

General Fund (GF) – The fund used to account for all financial resources except those required to be accounted for in another fund. This fund includes most of the basic operating services such as fire and police protection, health services, parks and recreation, libraries, street maintenance, and general administration.

GAAP – Generally Accepted Accounting Principles - GAAP are the uniform minimum standards of, and guidelines to, financial accounting and reporting. They govern the form and content of the basic financial statements of an entity. GAAP encompasses the conventions, rules, and procedures necessary to define

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the accepted accounting practices at a particular time. They include both broad guidelines of general application and detailed practices and procedures. GAAP provide a standard by which to measure financial presentation.

General Obligation Bonds – Bonds for the payment of which the full faith and credit of the City are pledged. These bonds require voter authorization.

Goals – Targets or plans that are reflective of major departmental activities.

GFOA – Government Finance Officers Association

Governmental Accounting – Governmental Accounting is the composite activity of analyzing, recording, summarizing, reporting, and interpreting the financial transactions of government.

Governmental Capital Projects – Provides for capital improvements including the construction, expansion, and renovation of City facilities; development of new parks and facilities and replacement or renovation of existing park facilities (swimming pools, recreational facilities, drainage systems, lighting systems, irrigation systems, and playground equipment); construction of new streets and widening or reconstruction of existing streets or intersections; and the traffic signal system, including replacement or rehabilitation of traffic control lights or related equipment and installation of new traffic control systems at intersections and school zones.

Governmental Funds – Funds generally used to account for tax-supported activities. Examples of governmental funds are the general fund, special revenue funds, and debt service funds.

Grants – Contributions of assets from another government or entity to be used or expended for a specified purpose, activity, or facility.

Hotel Occupancy Tax (HOT) – Hotel Occupancy Tax is 13 percent of the cost of a room per night for hotels and motels in the City. There is an amount of six percent that is remitted to the State and seven percent that is remitted to the City. Hotel Occupancy Taxes are allocated in accordance with Resolution No. 2020-R0310. A detailed allocation is provided in the Operating Budget.

Infrastructure – The underlying permanent foundation or basic framework such as streets, drainage facilities, water and wastewater mains.

Interest and Sinking Fund – A fund established to account for the accumulation of resources for the payment of principal and interest on long term debt. May also be called a debt service fund.

Internal Services – Internal services are budgeted expenses for services provided by another department.

Internal Service Capital Projects Fund - Provides for capital improvements to City facilities and major capital equipment, which are part of Internal Service operations. Projects include construction, expansion, and renovation to buildings and facilities and acquisition of major capital items. Improvements to the City's computer network are also included.

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Internal Service Fund – A fund used to account for the financing of goods or services provided by one department to another on a cost reimbursement basis. Some examples include Fleet Services, Print Shop, Central Warehouse, Information Technology, Health Benefits, and Risk Management.

Levy – To impose taxes, special assessments, or service charges for the support of City services.

Line - Item Budget – A budget that lists each expenditures category (personnel, supplies, maintenance, etc.) separately, along with the dollar amount budgeted for each specified category.

LEDA – Lubbock Economic Development Alliance

Long-Term Debt Account Group – This account group presents general obligation debt and other long-term obligations of the City which are not an integral part of the financing and operations of proprietary funds. General obligation debt of proprietary funds is reflected in their respective financial statements.

MLI – Market Lubbock Inc.

Modified Accrual Accounting – A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as liability while revenues are not recorded until they are actually received or are "measurable" and "available for expenditure." This type of accounting basis is conservative and is recommended as the standard for most governmental funds.

No-New-Revenue Rate – The no-new-revenue tax rate is a calculated rate that provides the City with about the same amount of revenue received during the prior year on properties taxed in both years.

Operating Budget – The 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 a government are controlled. The use of annual operating budgets is usually required by law.

Ordinance – A formal legislative enactment by the governing board of a municipality. It is not in conflict with any higher form of law, such as state statute or constitutional provision, it has the full force and effect of law within the boundaries of the municipality to which it applies.

PFC – Passenger Facility Charge – Passenger Facility Charges are authorized by the Federal Aviation Administration (FAA). PFC revenues must be used for allowable costs of FAA approved airport projects, including debt service on airport obligations issued for approved airport projects.

Performance Measures – Specific quantitative and qualitative measures of work performed as an objective of the department. For example, the percentage of thoroughfares swept monthly, the percentage of lost and runaway children located, or the percentage of library books re-shelved within 48 hours.

PID – Public Improvement District

PILOT – Payment In Lieu of Taxes

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Property Tax – Taxes that are levied on both real and personal property according to the property's valuation and tax rate.

Proprietary Funds – funds that focus on the determination of operating income, changes in net assets (or cost recovery), financial position, and cash flows. These funds are appropriated annually, with the main focus on whether revenues are covering outflows.

Reimbursements – Expenses that are redistributed from one fund to another to pay for services rendered throughout the course of the year.

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.

Retained Earnings – The equity account reflecting the accumulated earnings of the enterprise funds.

Revenue – Funds that the City receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues, and interest income.

Revenue Bonds – Bonds whose principle and interest are payable exclusively from earnings of an Enterprise Fund.

ROW – Right-of-way

Senate Bill No. 2 – This bill, known as the "Texas Property Tax Reform and Transparency Act of 2019," makes numerous changes to the process for adopting property tax rates. The bill makes an array of changes to the property appraisal and tax systems. Senate Bill 2 includes a provision that requires many cities, counties and other taxing units to hold an election if the combined tax rate would result in the taxes on the average residential homestead to increase by more than 3.5 percent.

Senate Bill No. 29 – This bill states that the budget must include a schedule relating to expenditures for lobbying activities made by certain entities.

Senate Bill No. 622 – This bill states that the budget must include a schedule with the line item expenditures for notices required by law to be published in a newspaper by the political subdivision.

Special Revenue Fund – A fund used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

Storm Water Capital Projects Fund – Provides for capital improvements to the storm drainage system. Projects focus on drainage and flood control.

Taxes – Compulsory charges levied by a government for financing services performed for the common benefit. This definition does not include specific charges made against particular persons or property for current or permanent benefits such as special assessments. The definition also does not include charges for services rendered only to those paying such charges, for example, sanitation service charges.

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Tax Rate – The tax rate is the amount of the tax levied for each \$100 of assessed valuation.

TIF – Tax Increment Fund

Tax Increment Finance (TIF) Project Funds – Governmental capital project funds that account for the financing and expenditures related to the Central Business, Lubbock Business Park and North Overton Districts.

Transfers – Transfers are the authorized exchanges of cash or other resources between funds.

Underwriter – A company or entity that administers the public issuance and distribution of securities from a corporation or other issuing body.

Voter-Approval Rate – The voter-approval rate is a calculated maximum rate allowed by law without voter approval. The Voter-Approval rate provides the City with approximately the same amount of tax revenue it spent the previous year for day-to-day operations plus a 3.5 percent increase for those operations and sufficient funds to pay debts in the coming year. If the City adopts a tax rate that is higher than the Voter-Approval rate, an automatic election is triggered that must be held on the November uniform election date.

Wastewater Capital Projects Fund – Provides for expansions, additions, or improvements to the wastewater collection, treatment, and disposal systems.

Water Capital Projects Fund – Provides for capital improvements to the water treatment, storage, and distribution systems. Projects related to the acquisition of water rights, or development of the City's water supply, are also included in this fund.

Working Capital – Budgeted working capital is calculated as a fund's current assets less current liabilities and outstanding encumbrances. The term is used to indicate unencumbered fund balances in enterprise funds.



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Alternative Formats

In accordance with the Americans with Disabilities Act, this document is available in alternative formats upon request. Please contact the Finance Department at 806.775.2105.

The Operating Budget and Capital Program are also available online on the City of Lubbock website at: <http://ci.lubbock.tx.us/departments/finance>



