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# CITY OF HALTOM CITY, TX



## ANNUAL BUDGET FISCAL YEAR 2022





# Adopted Annual Budget Fiscal Year 2021-2022

AS APPROVED BY THE MAYOR AND CITY COUNCIL

In accordance with Texas Local Government Code 102.007

**This budget will raise more total property taxes than last year's budget by \$738,445 which is a 4% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$415,469.**

**The members of the governing body voted in the adoption of the budget as follows:**

For: Mayor Pro Tem Lin Thompson  
Councilmember Marian Hilliard  
Councilmember Tiffany Chandler  
Deputy Mayor Pro Tem Susan Soule  
Councilmember Kyle Smith  
Councilmember Don Cooper

Against: Councilmember Charlie Roberts

Present and not Voting: Mayor An Truong

Absent: None

## Property Tax Rate Comparison

	<u>Fiscal Year 2021-2022</u>	<u>Fiscal Year 2020-2021</u>
Proposed Property Tax Rate	\$0.645651 / \$100	\$0.665760 / \$100
No New Revenue Rate (Effective)	\$0.641573 / \$100	\$0.659514 / \$100
Voter Approval Rate (Rollback)	\$0.645651 / \$100	\$0.687781 / \$100
Debt Tax Rate	\$0.249882 / \$100	\$0.262010 / \$100
Maintenance & Operations Tax Rate	\$0.395769 / \$100	\$0.403750 / \$100

**Municipal Debt Obligation supported by property tax: \$7,128,292.**







**This document was prepared by the**

**FINANCE DEPARTMENT**

**The Finance Department expresses its  
Appreciation to all City Departments for  
Their assistance and cooperation**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Haltom City  
Texas**

For the Fiscal Year Beginning

**October 01, 2020**

*Christopher P. Morill*

**Executive Director**

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# Introduction

An introduction to the annual budget is presented in a series of narrative documents designed to give the reader relevant information regarding the City's budget process and fiscal environment.

- **City Manager's Transmittal Letter**
- **Strategic Goals**
- **Organizational Chart**
- **Councilmembers and Management Staff**
- **Budget Calendar**
- **Budget Ordinance**
- **Tax Ordinance**





August 30, 2021

To the Honorable Mayor An Truong and Members of the City Council

**Re: The Adopted Annual Budget for Fiscal Year 2021-2022**

Let me begin by expressing a sincere appreciation for each of you for being willing to serve in such a capacity for the betterment of our beloved community. On behalf of our staff, we are grateful for your support, direction, and collaboration to making Haltom City a place where business prospers and families flourish.

I also want to give recognition to our staff for the many months of hard and tedious work preparing this approved or adopted budget. We have continued our focus on conservative fiscal management and commitment to the Council's Value Statements of dependability, integrity, responsiveness, respectfulness, and accountability.

As I have communicated in recent budget workshops, we have been very fortunate or blessed during COVID and post COVID as it relates to our municipal budget. Due to the COVID crisis we projected and stayed budgetarily flat with numerous significant budget cuts and a hiring freeze to increase our reserves and prepare for uncertainty during COVID. Fortunately, our revenues maintained during the COVID pandemic and even increased post COVID shutdowns.

Additionally, we experienced record economic growth over the past two years. Three factors culminated that allows us to return to normal operating levels along with making needed and necessary improvements related to equipment replacements and staff compensation.

These three factors are:

- Increased reserves due to fiscal responsibility.
- Revenues maintaining and increasing.
- Record economic growth.

Our three-pronged approach of attracting job-creating businesses, increasing new residential housing, and holding to development and code standards has been key to our record-breaking economic development.

This budget was prepared in accordance with the City Council's 2021-2022 Strategic Goals:

- Goal 1: Continue to Cultivate the Commercial and Residential Development Plan for a successful Economic Development Environment
- Goal 2: Focus on Competitive Employee Compensation to Retain and Attract High Quality and Diverse Staff while maintaining a Relationships-Driven Culture
- Goal 3: Promote and Support Safety and Security within Our Community while providing Quality Services
- Goal 4: Practice Fiscal Responsibility while Utilizing Performance Measures
- Goal 5: Build and Maintain Partnerships with Non-Profit Sector to Advance the Revitalization and Beautification of the City
- Goal 6: Address Critical Facility & Infrastructure Needs

We appreciate the Council's direction and collaboration during our numerous Budget Workshops and strategic meetings. The budget adoption schedule also included numerous public hearings during Regular and Special City Council Meetings. We discussed and considered many specific topics during the Budget process, such as:

- Tax Rate
- Fiscal Responsibility
- Employee Compensation
- Debt Schedule and Capacity
- Replacement of Aging Municipal Infrastructure
- Economic Development and Revitalization
- Storm Water/Drainage
- Capital Projects for Water, Sewer and Roads



## BUDGET COMPONENTS

Each major fund begins with a Budget Summary of revenues and expenditures. This summary provides an overview of the budget. The summary sheets provide information on the Prior Year Actual, Current Adopted Budget, Projected Year End Budget, and the Proposed Budget for FY 2021-2022. The ending fund balance is also included and should be considered a key element in the decision-making process for each of the larger funds. The total FY 2021-2022 proposed budget revenues are \$114,987,590 while the total expenditures are \$110,921,972.

One of the major revenue sources of the budget is property taxes. The FY 2021-2022 proposed budget was prepared using the tax proposed rate of \$.64565 per \$100 of net taxable value and an estimated Net taxable value of \$2,767,760,865.

The rate for maintenance and operations is \$.395769 per \$100 of net taxable value and debt service is \$.249882 per \$100 of net taxable value. The adopted property tax rate is the lowest the City has seen in 13 (thirteen) years since 2009. The increases in economic growth will continue to grow our property tax values and allow future decrease in property tax rates.

With the signing of Senate Bill 2 (Texas Property Tax Reform and Transparency Act of 2019) into law, the bill makes various changes to the appraisal process and how property taxes are set. As a reminder, the bill lowered the Voter Approved Tax Rate (was termed Rollback Rate) from 8 (eight) percent to 3.5 (three and a half) percent. The bill went into effect on January 1, 2020 and applies to the 2021-2022 budget year.

The bill changed terminology. The “No-New Revenue Tax Rate” refers to the tax needed to raise the same amount of maintenance and operations property taxes on existing properties as the previous year. The “Voter-Approval Tax Rate” is the rate necessary to raise 3.5 percent more maintenance and operations tax revenue as the previous year before accounting for appraisal fluctuations. If the adopted rate exceeded the 3.5 percent Voter Approval Rate, the City would be required to hold an automatic election.

Sales tax is another significant revenue source for the city, with over \$15 million in collections for FY 2021-2022. Due to the types of businesses that make up our sales tax base, we were fortunate to have had little impacts to our sales tax revenues during the Covid pandemic. Sales Tax has continued to increase this fiscal year by an average of 14% over last year. Although the double-digit increases are over the Covid related periods last year, our sales tax base has grown at the same time with new businesses contributing to the increase. The City receives 2% sales tax, and the allocation is 1.375% for General Fund, 0.375% for Streets, and 0.25% for Crime Control and Prevention District.

The expenses consist of two major components. The first is the base budget. The base budget provides each department and division with similar funding as the prior fiscal year, less any one-time costs. The base budget also includes all capital projects, equipment replacements, and non-discretionary items such as necessary price adjustments and commitments.

The second component consists of decision packages. Decision package requests are submitted for items that will result in a change in the current level of service, including the addition of new programs, equipment and/or personnel. Decision packages have been presented in budget workshops and were included in both the Preliminary and Proposed Budget Books. The accepted decision packages are reflected in the Approved Budget and support City Council's priorities and goals.

## MAJOR PRIORITIES

**Goal 1: Economic Development** – Three major economic development focuses for the city are the Northeast Loop 820 Corridor, 377 and the Belknap Corridors and Overall Community revitalization / redevelopment. In FY 2021-2022, staff is looking forward to the continued implementation of a Strategic Economic Plan that was designed specifically for our community.

Our three-pronged approach or strategy has been successful because over the past couple of years we have experienced record growth. Our job-creating industries, our new residential neighborhoods, and holding to our development and code standards are revitalizing our city and will serve as a catalyst to obtain more restaurants, retail, etc.

- High Pointe Subdivision (225 homes) is just about to be 100% complete.
- The Stream Luxury Multi-family (1100 units) should start this upcoming year.
- Heritage Place Subdivision (412 homes) has installed roads and utilities and have applied for building permits.
- The 54-acre Class "A" Midway Logistics Industrial Park (491,000 square feet) on Midway is well into construction.
- The 72-acre business Park "820 Exchange" (1 million square feet) is almost complete with large industry leader tenants.
- Our three Marriot developments with multiple restaurants are scheduled to start construction this upcoming year.
- We have enjoyed the addition of a new Chicken Express, Ollies Department Store, Fire Cup Coffee, Gomez Western Wear, etc.
- And many more economic development projects are underway.

This growth will widen the Ad Valorem Tax base and as it matures it will increase sales tax revenue by serving as a catalyst for additional economic development. In addition, these large developments bring jobs and prosperity to Haltom City and the surrounding region. This new growth will also assist in creating revitalization opportunities throughout the community.

**Goal 2: Compensation** - The City had not implemented a market adjustment for the employees since 2014 and the majority of that was for public safety. We are in a very competitive market, and we had fallen too far behind other cities. Additionally, if we fall too far behind it becomes almost impossible and too costly to catch up. We all understand that it cost more to hire and train new employees than it does to retain well-trained quality employees. When we become the training ground for others, there is loss in efficiency and effectiveness in providing quality services. Our employees and our citizens deserve the benefits of adequately compensated work teams. The new compensation adjustment also addresses areas where compression has become a problem among the ranks.

I know this Council has impressed upon me their desire for this City not to become the training grounds for surrounding cities. Employee retention and attracting qualified talent is a high priority for each of you that serve on the City Council. It also addresses one of the Strategic Goals set at our Strategic Planning Meeting.

For the FY 2021-2022 budget, there is an approved salary adjustment for all employees as follows:

- All non-sworn employees qualify for a market adjustment.
- Positions significantly below market will be adjusted to the proper rate.
- Compression issues among the sworn employee ranks will be adjusted.
- All sworn employees will receive at least a 2.5% market increase.
- Sworn employees step plan will move to an 8-year in grade top out.

**Goal 3: Fiscal Responsibility** – In FY 2001-2002, the City Council adopted a Fund Balance Policy like many other cities, to achieve and maintain a 20% minimum fund balance. For FY 2021-2022, the fund balance reserves for General Fund are projected to be 26%, Water and Sewer Fund 27%, and Drainage Fund is projected to be 20%. Capital Projects are directly tied to fund balances since money is transferred from the core funds to cover the costs of maintaining and updating the City’s infrastructure. The challenge moving forward is to protect these balances while making plans to replenish all required fund reserve balances to a minimum of 20%.

**Goal 4: Performance Measurement/Management** - Measurement and reporting are critical to evaluate progress, effectiveness, determine accountability, and guide future planning and operations. Therefore, we constantly measure our efforts to the Council’s long-term strategic goals and communicate the objectives and outcomes per departments.

**Goal 5 & 6: Municipal Infrastructures and Equipment** - One long-term focus has been providing enough funding each year to maintain the City’s existing infrastructure like streets, for example. Our community continues to face challenges with aging infrastructure and will be forced to absorb large reconstruction costs in the future if annual maintenance is not sufficiently funded. Revenues of a 3/8 cent sales tax provides funding for street repairs. The City Council also approved a Certificate of Obligation debt in 2020-2021 for additional street infrastructure repairs. Other infrastructure priorities that will carry over from the current budget year into subsequent budget year(s) include the completion of replacement Fire Station #3, remodel of the Civic Center to move and house the new Senior Center, and the progression of constructing the new Haltom City Law Enforcement Center.

Equipment decision packages have been approved to replace equipment such as dump trucks, backhoes, pump replacements, etc. Much of this equipment is twenty plus years old and is simply worn out. The Water and Sewer department is funded by water and sewer rates and not by the General Fund. The Water and Sewer Rate Study has been a project over the last two years in which new rate structure options have been presented. The new rate structure will be more in line with industry standards and billing methods. The study also gave us a 5-year outlook so we can plan revenue requirements to support operations and future Capital Improvement Projects.

## BUDGET SUMMARY

Operating expenditures for FY 2021-2022 total \$80,406,846. This total is \$10,216,388 or 15% more than the previous fiscal year's adopted budget. This year's budget includes decision packet items which were eliminated in last year's budget due to the uncertainties of the financial effects of the Covid-19 pandemic. Additionally, this year's budget returns us to normal operating levels post COVID. For example, we have lifted the temporary hiring freeze along with other post COVID considerations.

<b>Fund</b>	<b>Adopted Budget 2021</b>	<b>Proposed Budget FY2022</b>	<b>Increase/ (Decrease)</b>	<b>Change Percent</b>
<b>Operating Funds</b>				
General Fund	\$30,488,673	\$36,247,965	5,759,292	19%
Debt Service Fund	6,739,676	7,632,397	892,720	13%
<b>Special Revenue Funds</b>				
Economic Development Fund	0	0	0	0%
Crime Control District Fund	1,775,592	2,429,335	653,743	37%
Oil and Gas Fund	306,775	293,413	(13,362)	0%
Hotel/Motel Tax Fund	41,571	44,836	3,265	8%
Court Security Fund	15,000	15,000	0	0%
Court Technology Fund	35,000	32,000	(3,000)	-9%
Juvenile Case Manager Fund	49,000	49,000	0	0%
Red Light Camera Fund	198,570	148,500	(50,070)	-25%
Grant Fund	118,201	155,701	37,500	32%
PEG Fund	5,000	5,000	0	100%
Fire Donation Fund	6,548	6,548	0	0%
Library Donation Fund	22,500	36,500	14,000	62%
Police Forfeiture Fund	16,000	16,000	0	0%
Park Donation Fund	70,341	74,341	4,000	6%
Park Dedication Fund	151,394	26,650	(124,744)	0%
Safe Pathways Fund	0	0	0	0%
Animal Shelter Fund	5,000	5,000	0	0%
Police Donation Fund	47,500	27,500	(20,000)	-42%
Police CART Fund	1,000	1,000	0	0%
Water & Sewer Fund	28,118,189	30,786,471	2,668,282	9%
Drainage Utility Fund	1,978,927	2,373,689	394,762	20%
<b>Total Operating Funds</b>	<b>\$70,190,457</b>	<b>\$80,406,846</b>	<b>\$10,216,388</b>	<b>15%</b>

## Capital Improvements

The FY 2021-2022 Capital Improvement Budget totals \$30,515,126 which is \$9,492,194 more than last year's budget. Major increases are the New Law Enforcement Center, the new Fire Station #3, and Water & Sewer projects.

Water & Sewer projects will include Meacham, Parker Rd, Rio Vista, 46<sup>th</sup>,

Denton Hwy, Diamond Oaks, Thomas, Sanitary Sewer and Water Master Plans, Ray Dr, McComas, Denise, McCullar, Broadway, Eastridge, Selma, Hahn, Murray, Field, Voncille, Midway, Huddleston, Hadley, and Lift Stations. Street projects include 820 Exchange, Meacham, Ray, McComas, Denise, McCullar, Broadway, Eastridge, Selma, Hahn, Murray, Field, Voncille, Parker Rd, and the

Atmos Gas Line Extension Project. Drainage projects include McCullar, Meachum, Broadway, Ray Dr., Eastridge, Hahn, Murray, Field, Voncille, Parker, Midway, Huddleston, Handle, and Northern Cross. Most projects carry into future budget years. Significant Park Improvements will be made to North Park and Broadway Park. The project funds below include the total fund expenses:



<b>Capital Project Funds</b>	<b>Adopted Budget 2021</b>	<b>Proposed Budget FY2022</b>	<b>Increase/ (Decrease)</b>	<b>Change Percent</b>
Street Reconstruction Fund	7,460,000	6,320,000	(\$1,140,000)	-15%
Capital Improvement Fund	6,702,000	13,470,126	6,768,126	101%
Capital Replacement Fund	850,000	850,000	0	0%
Street Assessments Fund	0	0	0	0%
Water & Sewer Utility Projects Fund	3,610,000	7,838,000	4,228,000	117%
Water and Sewer Impact Fees Fund	417,932	182,000	(235,932)	0%
Drainage Capital Projects Fund	1,983,000	1,855,000	(128,000)	-6%
<b>Total Capital Project Funds</b>	<b>\$21,022,932</b>	<b>\$30,515,126</b>	<b>\$9,492,194</b>	<b>45%</b>

## CONCLUSION

As stated earlier, we are in a good position to capitalize on a unique opportunity to make some necessary improvements in critical areas due to three factors.

These three factors are:

- Increased reserves due to fiscal responsibility.
- Revenues maintaining and increasing.
- Record economic growth.

This approved budget places a priority on our employees while remaining fiscally responsible to our citizenry. This budget ensures that we are moving forward and working toward the Council's long-term strategic goals. As you know the staff and I presented very lean budgets over the last couple of years. Due to fiscally responsible management and record economic growth, we will be able to keep this city competitive and on track as we prepare for the future. This has been a team effort between the Mayor, City Council and Staff.

It is critical the FY 2021-2022 budget continues to provide a sound financial plan, reflects the priorities and policies of the Mayor and City Council, and provides the citizens of Haltom City with quality municipal services.

On behalf of the staff, I would like to thank the Mayor and City Council for providing the leadership and direction in developing this budget. I also extend appreciation to all the employees who worked extremely hard to prepare the Approved FY 2021-2022 Budget.

Together, we will continually create a community environment where families flourish, and businesses prosper.

Respectfully and sincerely,



Rex Phelp

City Manager

### FISCAL YEAR 2022 GOALS MATRIX

	Economic Development	Competitive Compensation	Safety & Security	Fiscal Responsibility	Revitalization & Beautification
Administration	✓	✓	✓	✓	
City Secretary	✓	✓		✓	
City Council	✓	✓	✓	✓	
Finance	✓	✓		✓	
Human Resources		✓		✓	
Planning & Community Services	✓	✓	✓	✓	✓
Information Technology & HCTV	✓	✓	✓	✓	
Fleet Service		✓			
Building Maintenance		✓	✓	✓	✓
Animal Services		✓	✓	✓	
Police		✓	✓	✓	
Fire		✓	✓	✓	
Municipal Court		✓	✓	✓	
Street / Drainage	✓	✓	✓	✓	✓
Parks & Recreation	✓	✓	✓	✓	✓
Library		✓	✓		
Water and Sewer	✓	✓	✓	✓	
Drainage Utility	✓	✓	✓	✓	

## STRATEGIC GOALS

### Goal 1: Continue to Cultivate the Commercial and Retail Development Plan for a successful Economic Development Environment

Priorities:	Outcome:
820 Exchange at Northern Cross	72 acre business park under construction
4101 Old Denton Road	Building Permits have been issued and grading has started for business park
Collins Aerospace 4630 North Beach	Now open providing High-tech jobs.
High Pointe Subdivision	The 225 homes completed and all lots/homes sold
The Stream Luxury Apartments	A 3-Phase project underway for approximately 850 units across the street from High Pointe Subdivision on Haltom Road.
Our Country Homes	412 homes across the street from the library has begun building and all 5 phases will be built at one time due to demand rather than phasing in at later dates
Hoffbrau Steakhouse	Will be located at the corner of Northern Cross and Old Denton Rd should complete construction within the next 24 months.
Ollies Bargain Outlet	Occupied the old K-Mart building which has remained vacant for many years
Alexis Event Center	Located at 4211 Glenview plan to proceed once the economy recovers from the financial affects of COVID-19.
Stream Realty Industrial Park	The 6101 Midway industrial park has been completed and currently leasing
Convenient Store & Taco Restaurant	The development at Denton Highway and Diamond Oaks South is completed and will be opening once inspections are completed
Holiday Inn Hotel	The hotel project on the 820 Cooridor is on hold due to project financing affected by Covid-19 but will continue in 2022
Marriott Hotels	The two hotels in the 820 Cooridor will now include 3 hotels and still include retail/restaurant pads. Construction will begin in 2022
Coffee Shop	Fire Cup Coffee was opened in 2021 and is thriving as a successful business in the community
Multi-Family Development	Approval process is underway for 4600 Fossil Ridge Circle a new quality new development
Railroad Quiet Zones	A median will be added to Glenview Crossing and TXDot will be replacing existing gate arms at Haltom Rd in 2021-22

## Goal 2: Focus on Competitive Employee Compensation to Retain and Attract High Quality Staff while maintaining a Relationships-Driven Culture

Priorities:	Outcome:
Salary Increases	Budgeted a 3% salary increase for all employees and market adjustment for positions below proper rate.
Maintain insurance coverage	Increased deductible and out of pocket costs to employees to maintain the same insurance coverage.

## Goal 3: Promote and Support Safety and Security within Our Community while providing Quality Services

Priorities:	Outcome:
Response Time	Compliant to NFPA 1710 for Fire Response time
Provide Proactive Enforcement Activities & Programs	Currently Implementing new cloud-base software program which will go live in Spring of 2022 for Finance and General Ledger first.
Implement Enhanced Network & User Security Policy	

## Goal 4: Practice Fiscal Responsibility while Utilizing Performance Measures

Priorities:	Outcome:
Shared Services	Continue to partner with surrounding communities for savings on shared services.
Automate City Newsletter & Calendar	Automated City Newsletter in Spring of 2020 and will continue to offer online version with some print versions as requested

## Goal 5: Build and Maintain Partnerships with Non-Profit Sector to Advance the Revitalization and Beautification of the City

Priorities:	Outcome:
The Mended Network	Mended Network has completed 4 projects within the City and is continuing to accept and approve new applications

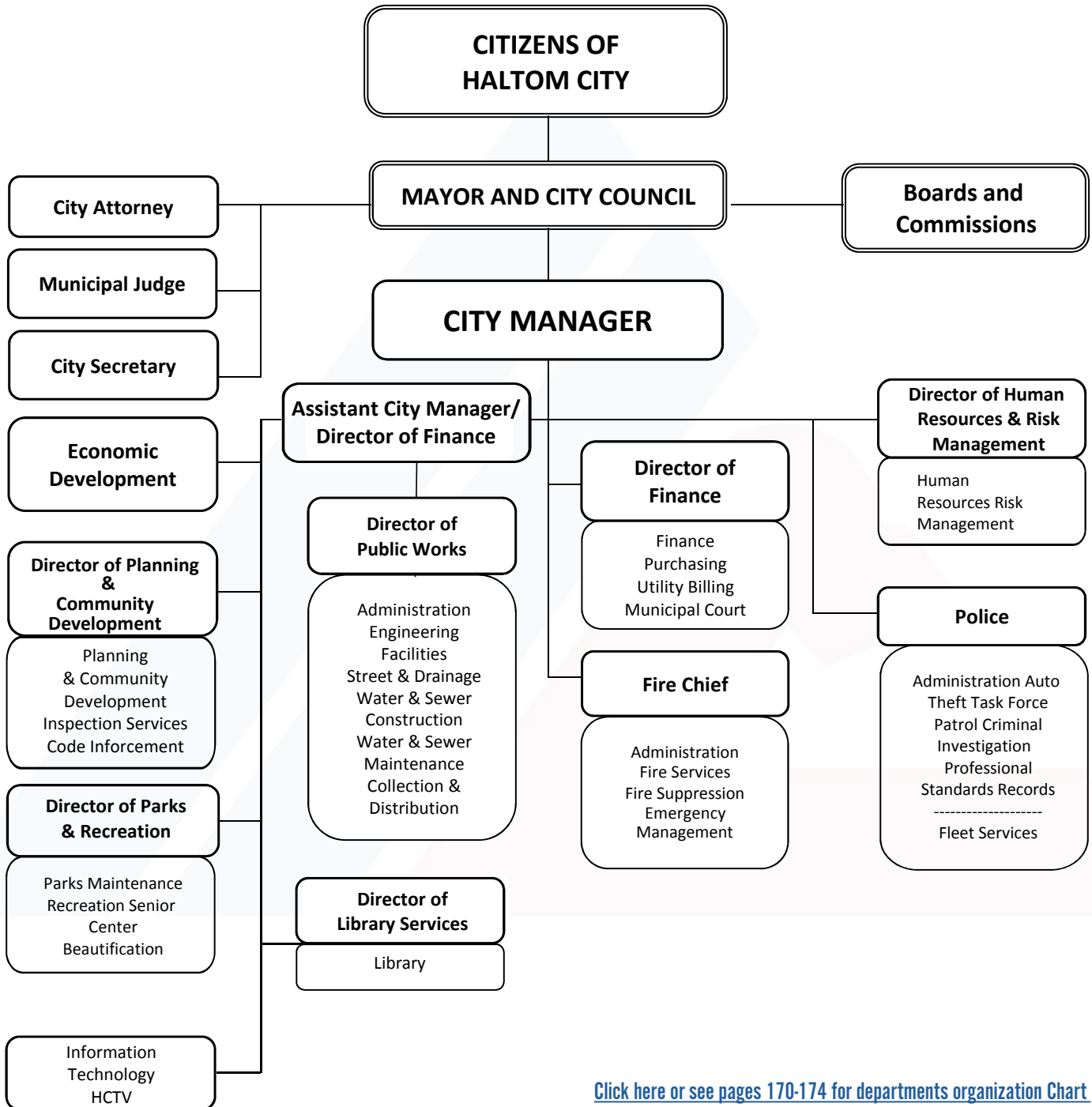
## Goal 6: Address Critical Facility & Infrastructure Needs

Priorities:	Outcome:
Law Enforcement Center	Was approved by the voters in 2021 and the City is currently negotiating costs and design with the selected Construction/Architect firms.
Northeast Center	The Senior Center remodel at the North East Center is underway and should be completed in April of 2022
City Hall	The City will go to the voters with a bond proposition in the near future for a new City Hall
North Park	The City received a matching grant from the Texas Parks and Wildlife Department had is working on conceptual design and construction plans
Street Repairs	Certificates of Obligation were issued for continue street project improvements
Fire Station #3	Construction for the New Fire Station #3 should be completed in December of 2021.
Water & Sewer Rate Study	NewGen Strategies completed a rate restructure and it was adopted by City Council this fall. The changes will be implemented in April of 2022.



# ORGANIZATION CHART

## FISCAL YEAR 2022



[Click here or see pages 170-174 for departments organization Chart](#)

# CITY COUNCIL



**DR. AN TROUNG**  
**MAYOR**



**CHARLIE ROBERTS**  
**PLACE 4**



**MARIAN HILLIARD**  
**PLACE 1**



**SUSAN SOULE**  
**PLACE 5**



**TIFFANY CHANDLER**  
**PLACE 2**



**KYLE SMITH**  
**PLACE 6**



**LINDA THOMPSON**  
**PLACE 3**



**DON COOPER**  
**PLACE 7**

# MANAGEMENT STAFF

<b>City Manager</b>	<b>Rex Phelps</b>
<b>Assistant City Manager/Director of Finance</b>	<b>Sidonna Foust</b>
<b>City Secretary</b>	<b>Art Camacho</b>
<b>Police Chief</b>	<b>Cody Phillips</b>
<b>Fire Chief</b>	<b>Brian Jacobs</b>
<b>Director of Human Resources &amp; Risk Management</b>	<b>Toni Beckett</b>
<b>Municipal Judge</b>	<b>Lorraine Irby</b>
<b>Director of Library Services</b>	<b>Erica Gill</b>
<b>Director of Parks &amp; Recreation</b>	<b>Christi Pruitt</b>
<b>Director of Planning &amp; Community Development</b>	<b>Glenna Batchelor</b>
<b>Director of Public Works</b>	<b>Gregory Van Nieuwenhuize</b>

# BUDGET CALENDAR

DATE	DONE BY	TYPE	TASK/ACTION
<b>DEPARTMENT'S BUDGET (March - May)</b>			
March 11	All Dept's	Meeting	<b>Budget Planning Meeting</b> - City Manager meets with departments for individual departments budget
April 16	All Dept's	Deadline	Capital requests due to Finance Department Fleet requests due to Fleet Division IT requests due to IT Department Division budgets, Decision Packages, Rate Change Recommendations and Revenue Estimates due to Finance
May 10	Finance	Deadline	<b>City Manager's Working Copy</b> due. A working draft of the line item budget with Fund Summaries and Decision Packages are provided to the City Manager.
<b>CITY MANAGER'S BUDGET (May &amp; June)</b>			
May 13	Finance	Meetings	Strategic Planning w/ Mayor & City Council. Strategic Goal are set by City Council members.
June 03	All Dept's	Meetings	Preliminary Budget: workshop with City Council and present departments decision packages, departmental goals and strategic goals.
July 5	Finance	Publish	Publish Notice of Public Hearing for CCPD Budget. This hearing will be held by the CCPD Board (7/22/21 Meeting ). The proposed CCPD Budget is filed with the City Secretary for review and inspection by the general public.
<b>CITY COUNCIL'S BUDGET (July to September)</b>			
July 12	Council	Deadline	<b>Budget Proposal</b> - Proposed budget is formally presented by the City Manager to the City Council for review prior to the first budget workshop.
July 22	CCPD	Meeting	<b>CCPD Public Hearing</b> - The CCPD conducts a public hearing on the proposed budget. The Board will adopt the budget after the hearing and forward it to the City Council for consideration.
July 25	TAD	Tax	Receive certified tax roll from TAD.
July 29	Council	Work Session	<b>Budget Workshop</b> - The Proposed Budget is reviewed by the City Council. City Council will schedule additional Budget Workshops as needed.

DATE	DONE BY	TYPE	TASK/ACTION
<b>Continue: CITY COUNCIL'S BUDGET (July to September)</b>			
August 09	Council	Meeting	<p>At Regular Council Meeting, the City Council will <b>discuss the tax rate needed to support the Proposed Budget</b>. If the Proposed tax rate will raise more revenue than the preceding year, the Council must <b>vote on the proposed tax rate and schedule a Public Hearing</b>. Council must also <b>schedule the public hearings</b> for the Proposed Budget</p> <hr/> <p><b>CCPD Public Hearing</b> - City Council conducts a public hearing to approve or reject the CCPD Proposed Budget. If rejected, the Council and CCPD Board must meet together to amend and approve the budget before the beginning of the fiscal year.</p>
August 23	Council	Meeting	<p>A <b>Public Hearing</b> will be held on the Proposed Budget and a <b>Public Hearing</b> on the proposed Property Tax Rate. <b>First reading</b> of the Budget Appropriations, Tax Rate, and other Rate Ordinances. The tax rate can be adopted the same night as the public hearing, but the tax increase vote cannot be held later than 7 days form the public hearing. The Council must "ratify" the property tax increase reflected in the budget when revenues raised are greater than the previous year. A vote on the adoption of the budget must be a record vote.</p>
August 30	Council	Meeting	<p><b>Second reading</b> of the Budget Appropriations, Tax Rate, and other Rate Ordinances. This must occur no sooner than three and no more than fourteen days from the August 24 meeting.</p> <hr/> <p>Other documents to be approved include:</p> <ul style="list-style-type: none"> <li>• Authorized signatures designated.</li> <li>• Investment policy approved.</li> <li>• Fee Schedule approved.</li> </ul>

**ORDINANCE NO. O-2021-020-03****APPROPRIATION ORDINANCE**

**AN ORDINANCE ADOPTING A BUDGET FOR THE ENSUING FISCAL YEAR BEGINNING OCTOBER 1, 2021, AND ENDING SEPTEMBER 30, 2022, IN ACCORDANCE WITH THE CHARTER OF THE CITY OF HALTOM CITY, TEXAS; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; PROVIDING FOR PUBLIC HEARINGS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Haltom City is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, the City Manager of the City of Haltom City has submitted to the City Council a proposed budget of the revenues and the expenses of conducting the affairs thereof and providing a complete financial plan for fiscal year 2021-2022 and which said proposed budget has been compiled from detailed information obtain from the several departments, divisions, and offices of the city; and

**WHEREAS**, the City Council finds that all provisions pertaining to the adoption of a budget contained in the City Charter have been in all things complied with; and

**WHEREAS**, the Public Hearing was held by the City Council of the City of Haltom City, Texas on the 23rd day of August 2021;

**WHEREAS**, after a full and final consideration, the City Council is of the opinion that the budget should be approved and adopted;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HALTOM CITY, TEXAS, THAT:**

**SECTION 1.**

The budget of the Revenues of the City of Haltom City and the Expenses of conducting the affairs thereof for the ensuing Fiscal Year beginning October 1, 2021 and ending September 30, 2022, as modified by the City Council, be, and the same is, in all things, adopted and approved as the said City of Haltom City budget for the Fiscal Year beginning the first day of October, 2021, and ending the thirtieth day of September, 2022.

**SECTION 2.**

The sums below are hereby appropriated from the respective funds for the payment of expenditures on behalf of the City government as established in the approved budget document, including the revised budgetary data for the fiscal year ending September 30, 2021.

<b>Fund</b>	<b>Revised Fiscal Year 2021</b>	<b>Adopted Fiscal Year 2022</b>
General Fund	\$31,720,521	36,247,965
Debt Service Fund	6,896,262	7,632,397
Economic Development Fund	162,317	-
Crime Control & Prevention District Fund	1,775,592	2,429,335
Oil and Gas Fund	306,775	293,413
Hotel/Motel Tax Fund	41,571	44,836
Court Security Fund	15,000	15,000
Court Technology Fund	35,000	32,000
Juvenile Case Manager Fund	49,000	49,000
Red Light Camera Fund	198,570	148,500
Grant Fund	118,201	155,701
PEG Fund	5,000	5,000
Fire Donation Fund	6,772	6,548
Library Donation Fund	22,500	36,500
Police Forfeiture Fund	16,000	16,000
Park Donation Fund	70,341	74,341
Park Dedication Fund	151,394	26,650
Safe Pathways Fund	0	0
Animal Shelter Fund	55,000	5,000
Police Donation Fund	47,500	27,500
Police CART Fund	1,000	1,000
Street Reconstruction Fund	7,460,000	6,320,000
Capital Improvement Fund	6,702,000	13,470,126
Capital Replacement Fund	850,000	850,000
Street Assessments Fund	0	-
Water & Sewer Fund	28,118,189	30,786,471
Water & Sewer Utility Projects Fund	3,610,000	7,838,000
Water and Sewer Impact Fees Fund	417,932	182,000
Drainage Utility Fund	1,978,927	2,373,689
Drainage Capital Projects Fund	1,983,000	1,855,000
<b>Total All Funds</b>	<b>\$92,814,364</b>	<b>\$110,921,972</b>

### SECTION 3.

A true and correct copy of this ordinance along with the approved budget attached hereto, and any amendments thereto, shall be filed with the City Secretary. A copy of the budget, including the cover page, shall be posted on the City's website, along with the record vote of each member of the City Council as required by law. In addition, the City Manager is hereby directed to file or cause to be filed a true and correct copy of this ordinance along with the approved budget attached hereto, and any amendments thereto, in the office of the County Clerk of Tarrant County, Texas, as required by law.



**SECTION 4.**

This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Haltom City, Texas (1998), as amended, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

**SECTION 5.**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.


**SECTION 6.**

This ordinance shall be in full force and effect from and after its passage, and it is so ordained.

**PASSED AND APPROVED ON FIRST READING THIS 23rd DAY OF AUGUST 2021.**


ATTEST:

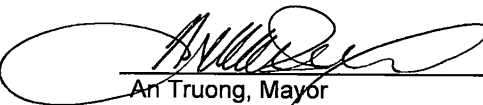
  
 \_\_\_\_\_  
 Art Camacho, City Secretary

  
 \_\_\_\_\_  
 An Truong, Mayor

**PASSED AND APPROVED ON SECOND READING THIS 30th DAY OF AUGUST 2021.**

ATTEST:

  
 \_\_\_\_\_  
 Art Camacho, City Secretary

  
 \_\_\_\_\_  
 An Truong, Mayor

APPROVED AS TO FORM AND LEGALITY:

  
 \_\_\_\_\_  
 Wayne Olson, City Attorney



**ORDINANCE NO. O-2021-021-03**

**AN ORDINANCE APPROVING THE APPRAISAL ROLL; SETTING THE TAX RATE; LEVYING AND ASSESSING GENERAL AND SPECIAL AD VALOREM TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF HALTOM CITY, TEXAS; APPORTIONING THE LEVIES FOR SPECIFIC PURPOSES; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Manager of the City of Haltom City submitted a tax rate proposal to the City Council prior to the beginning of the fiscal year, and in said tax rate proposal set forth the estimated necessary tax rate required to provide adequate revenues for the general use and support of the Municipal Government of the City of Haltom City, Texas; and

**WHEREAS**, the City Council finds that all provisions pertaining to the adoption of an ad valorem tax rate have been complied with; and

**WHEREAS**, A Public Hearing on the tax rate were held by the City Council of the City of Haltom City on the 23rd day of August 2021;

**WHEREAS**, after a full and final consideration, the City Council is of the opinion that the tax rate and ad valorem tax appraisal roll should be approved and adopted; and

**WHEREAS**, the taxes have been levied in accordance with the adopted fiscal year 2021-22 Budget as required by state law.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HALTOM CITY, TEXAS, THAT:**

**SECTION 1.**

The ad valorem tax appraisal roll and No-New-Revenue tax rate information as presented by the tax assessor for the tax year 2021, be and is hereby in all things approved and adopted.

**SECTION 2.**

There is hereby levied and assessed and there shall be collected for the tax year 2021 for the general use and support of the Municipal Government of the City of Haltom City, Texas, a total ad valorem tax of sixty-four point five six five one cents (\$0.645651) on each One Hundred Dollars (\$100.00) of valuation of property - real and personal - within the corporate limits of the City of Haltom City, Texas, subject to taxation. The assessment ratio shall be One Hundred percent (100%).

**SECTION 3.**

The taxes collected shall be apportioned for the use as follows:

- (a) To the Interest and Sinking Fund the sum of twenty-four point nine eight eight two cents (\$0.249882) or an adequate amount necessary to fund all General Fund debt service for fiscal year 2021-22.
- (b) To the General Fund for general municipal purposes the sum of thirty nine point

five seven six nine cents (\$0.395769) for fiscal year 2021-22.

All monies collected are hereby apportioned and set apart for the specific purposes indicated and the funds where deposited shall be accounted for in such a manner as to readily show balances at any time.

#### **SECTION 4.**

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

#### **SECTION 5.**

THE TAX RATE WILL BE LOWER THAN THE TAX RATE LAST YEAR AND WILL LOWER TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$7.98.

#### **SECTION 6.**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

#### **SECTION 7.**

Ad valorem taxes for the year are due and payable on October 1, 2021 and shall become delinquent after January 31, 2022. A delinquent tax shall incur all penalty and interest authorized by state law, Section 33.01 of the Property Tax Code. Personal Property Taxes that remain delinquent on the 60<sup>th</sup> day after February 1, 2022, incur an additional penalty of 20% of the amount of the taxes, penalty and interest due, such additional penalty to defray the additional cost of collection as authorized in Section 33.11 of the Property Tax Code. All other taxes that remain delinquent on and after July 1, 2022, incur an additional penalty of 20% of the amount of the taxes, penalty and interest due, such additional penalty to defray the cost of collection as authorized in Section 6.30 of the Property Tax Code. The City shall have available all rights and remedies provided by law for the enforcement of the collection of taxes levied under this ordinance.

#### **SECTION 8.**

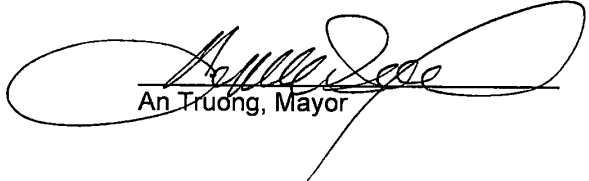
Taxes are payable at the office of the Tarrant County Tax Collector.

**SECTION 9.**

This ordinance shall be in full force and effect from and after its passage, and it is so ordained.

**PASSED AND APPROVED ON FIRST READING THIS 23RD DAY OF AUGUST 2021.**

**PASSED AND APPROVED ON SECOND READING THIS 30TH DAY OF AUGUST 2021.**

  
An Truong, Mayor

ATTEST:

  
Art Camacho, City Secretary

APPROVED AS TO FORM AND LEGALITY:

  
Wayne Olson, City Attorney





# BUDGET OVERVIEW

An overview of the annual budget presented in a series of tables, charts and graphs designed to give readers an overall general understanding of the budget.

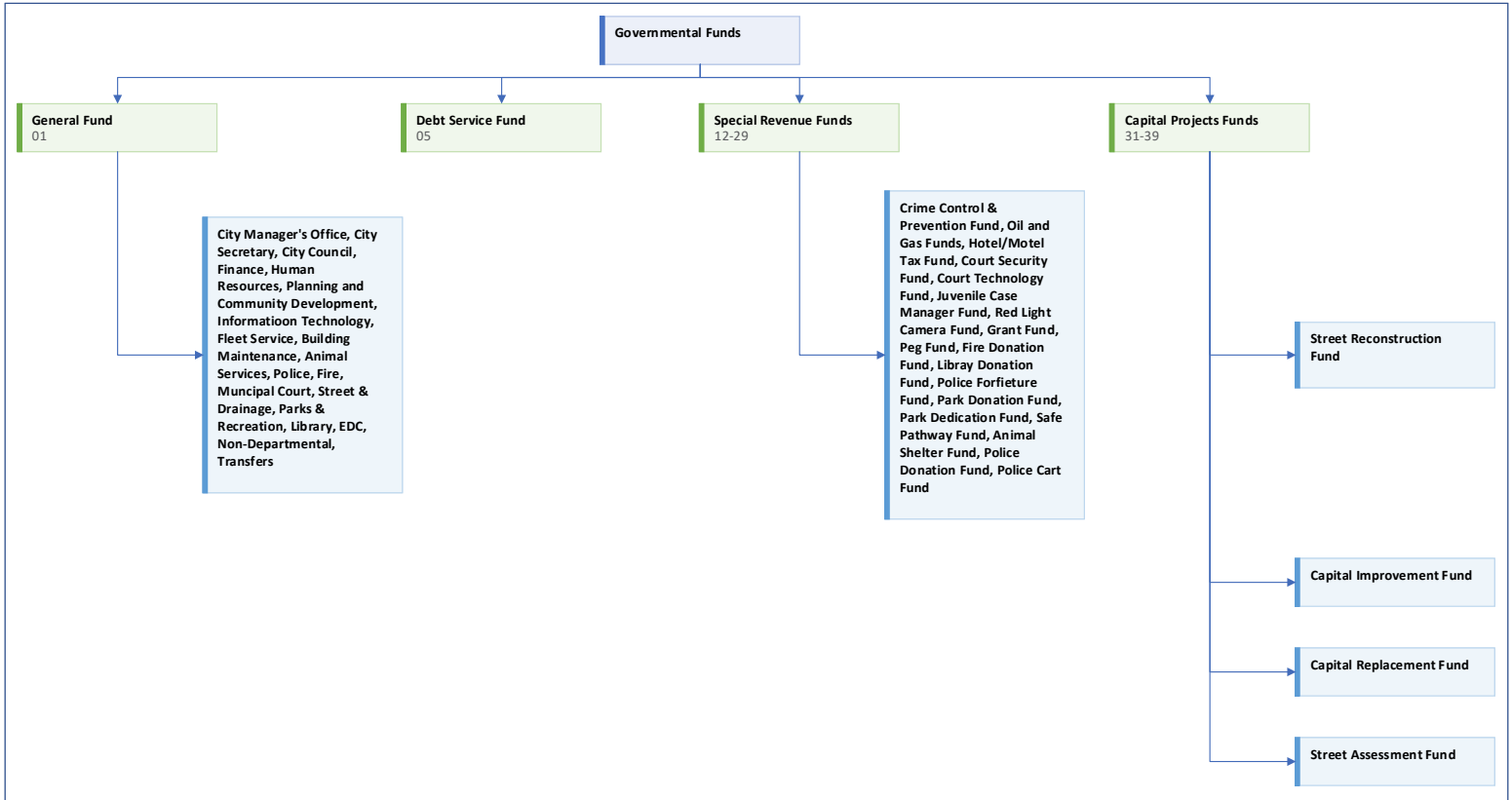
- Fund Structure
- Combined Budget Summary
- Summary of Revenues , Expenditure and Fund Balance
- Where the Money Comes From
- Where the Money Goes
- Property Values and Tax Rates
- Major Revenues



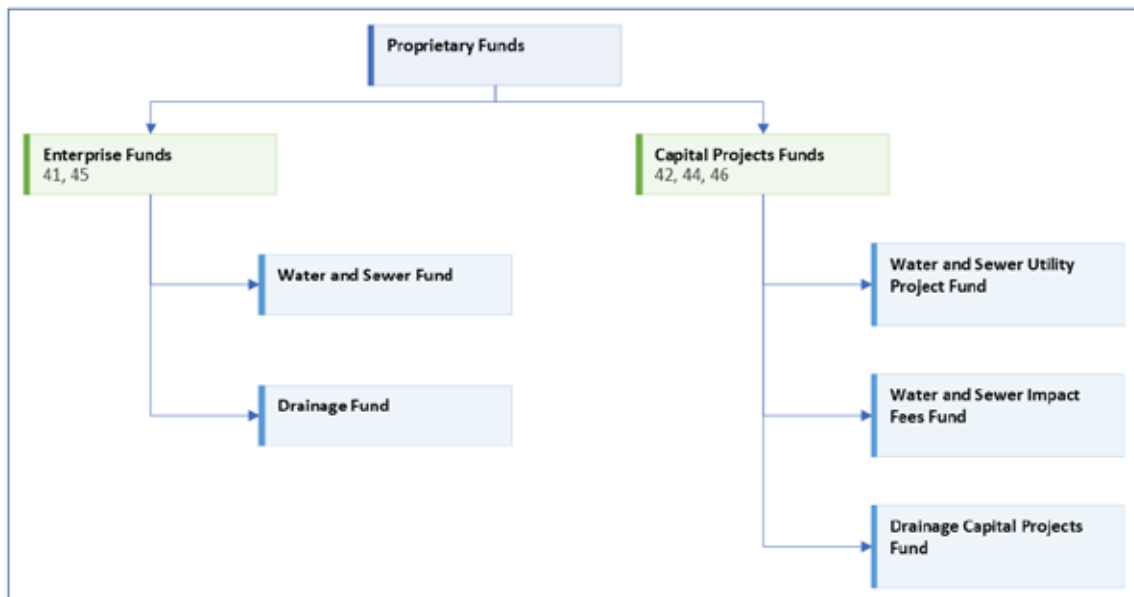


## FUND STRUCTURE Governmental Funds

An overview of the annual budget presented in a series of tables, charts and graphs designed to give readers an overall general understanding of the budget.



## FUND STRUCTURE Proprietary Funds



## CONSOLIDATED SUMMARY OF ALL FUNDS (PART 1) Revenues (Sources)

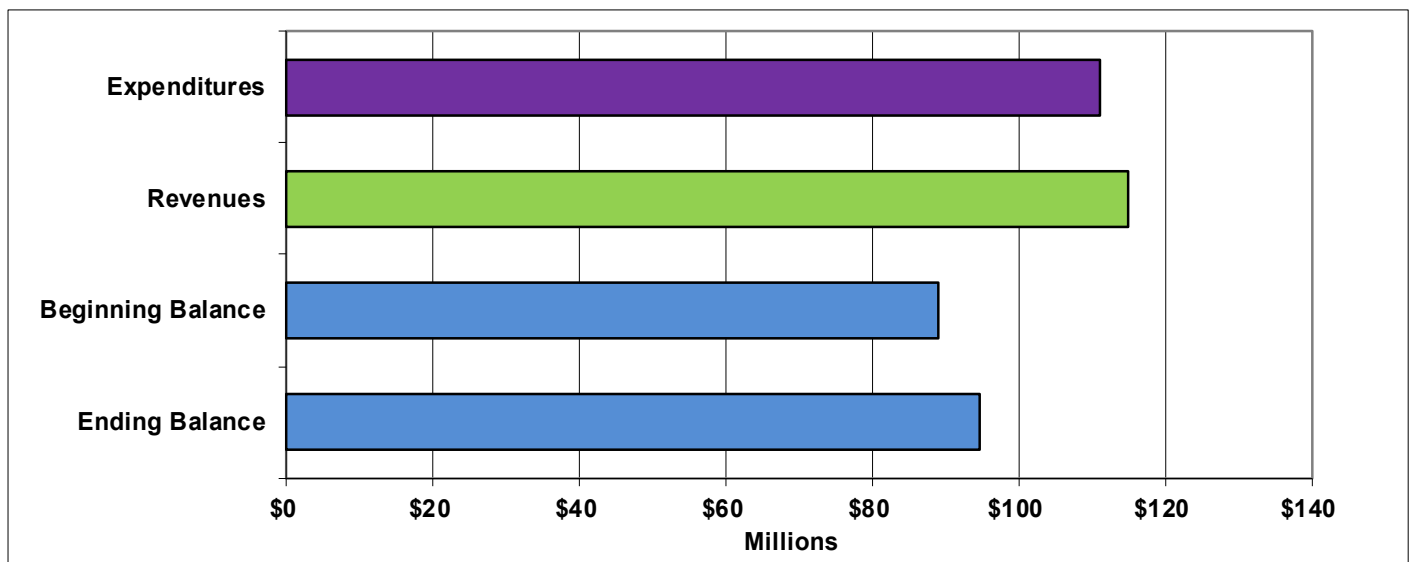
Fund No.	Fund Title	Estimated Fund Balance 10/1/2021	Interest & Operating Revenues	Inter-Fund Transfers In	Total Revenues [Sources]
01	General Fund	13,531,833	29,966,071	1,943,000	31,909,071
05	Debt Service Fund	1,388,561	6,961,403	293,413	7,254,816
11	Economic Development Fund	3,568,098			
12	Crime Control & Prevention District Fund	2,107,149	1,836,374		1,836,374
13	Oil and Gas Fund	1,612,800	246,000		246,000
14	Hotel/Motel Tax Fund	146,778	45,800		45,800
15	Court Security Fund	95,342	21,100		21,100
16	Court Technology Fund	8,001	35,000		35,000
17	Juvenile Case Manager Fund	67,154	22,400		22,400
18	Red Light Camera Fund	229,247	1,400		1,400
19	Grant Fund	147,496	130,250		130,250
20	PEG Fund	446,082	56,000		56,000
21	Fire Donation Fund	5,415	6,550		6,550
22	Library Donation Fund	238,161	32,100		32,100
23	Police Forfeiture Fund	63,768	18,220		18,220
24	Park Donation Fund	42,819	32,150		32,150
25	Park Dedication Fund	165,904	800		800
26	Safe Pathways Fund	66,899	2,250		2,250
27	Animal Shelter Fund	31,683	6,500		6,500
28	Police Donation Fund	32,419	23,200		23,200
29	Police CART Fund	5,677	150		150
31	Street Reconstruction Fund	21,846,630	8,272,258		8,272,258
32	Capital Improvement Fund	5,085,111	29,633,900		29,633,900
35	Capital Replacement Fund	975,278	853,000		853,000
39	Street Assessments Fund	24,582	100		100
41	Water & Sewer Fund	13,290,131	23,952,200		23,952,200
42	Water & Sewer Utility Projects Fund	18,893,824	98,000	8,020,000	8,118,000
44	Water and Sewer Impact Fees Fund	2,510,011	435,000		435,000
45	Drainage Utility Fund	852,980	1,715,000		1,715,000
46	Drainage Capital Projects Fund	1,533,004	8,000	320,000	328,000
<b>Total</b>		<b>89,012,837</b>	<b>104,411,176</b>	<b>10,576,413</b>	<b>114,987,590</b>

This schedule provides an overall view of the fiscal status for all of the funds utilized by City of Haltom City. One can see at a glance the fund balance estimated for both the beginning and end of the fiscal year in addition to the total amounts of fund sources and uses. More detailed information for each fund is provided in a separate section of this document. See the table of contents for the corresponding page.

Revenues are from a variety of sources such as taxes, fees, fines, utility sales and internal transfers. Operating expenditures are generally represented as payments for consumable supplies, services, salaries and other items related to the ongoing operations of each fund. Capital Outlay is composed of equipment purchases, facility and infrastructure construction or major renovations. Infrastructure generally refers to streets, water utilities, sewer utilities, and drainage utilities. Non-cash items such as depreciation are included in the expenses, listed in adjustment column, and added back in the fund balance.

## CONSOLIDATED SUMMARY OF ALL FUNDS (PART 2) Expenditures (Uses)

Fund No.	Debt Service & Operating Expenditures	Capital Outlay	Inter-Fund Transfers Out	Total Expenditures [Uses]	Depreciation/ Adjustments	Estimated Surplus/Deficit FY2022	Estimated Fund Balance 9/30/2022
01	33,899,645	889,820	1,458,500	36,247,965	(210,000)	(4,548,894)	\$ 8,982,939
05	7,632,397	-	-	7,632,397	-	(377,581)	\$ 1,010,980
11	-	-	-	-	-	0	\$ 3,568,098
12	2,029,335	-	400,000	2,429,335	-	(592,961)	\$ 1,514,188
13	-	-	293,413	293,413	-	(47,413)	\$ 1,565,387
14	44,836	-	-	44,836	-	964	\$ 147,742
15	-	-	15,000	15,000	-	6,100	\$ 101,442
16	32,000	-	-	32,000	-	3,000	\$ 11,001
17	1,000	-	48,000	49,000	-	(26,600)	\$ 40,554
18	88,500	60,000	-	148,500	-	(147,100)	\$ 82,147
19	155,701	-	-	155,701	-	(25,451)	\$ 122,045
20	5,000	-	-	5,000	-	51,000	\$ 497,082
21	6,548	-	-	6,548	-	2	\$ 5,417
22	36,500	-	-	36,500	-	(4,400)	\$ 233,761
23	16,000	-	-	16,000	-	2,220	\$ 65,988
24	74,341	-	-	74,341	-	(42,191)	\$ 628
25	26,650	-	-	26,650	-	(25,850)	\$ 140,054
26	-	-	-	-	-	2,250	\$ 69,149
27	5,000	-	-	5,000	-	1,500	\$ 33,183
28	27,500	-	-	27,500	-	(4,300)	\$ 28,119
29	1,000	-	-	1,000	-	(850)	\$ 4,827
31	525,000	4,895,000	900,000	6,320,000	-	1,952,258	\$ 23,798,888
32	-	13,470,126	-	13,470,126	-	16,163,774	\$ 21,248,885
35	-	850,000	-	850,000	-	3,000	\$ 978,278
39	-	-	-	-	-	100	\$ 24,682
41	21,392,971	913,500	8,480,000	30,786,471	1,500,000	(5,334,271)	\$ 7,955,860
42	100,000	7,738,000	-	7,838,000	-	280,000	\$ 19,173,824
44	182,000	-	-	182,000	-	253,000	\$ 2,763,011
45	1,691,689	242,000	440,000	2,373,689	280,000	(378,689)	\$ 474,291
46	-	1,855,000	-	1,855,000	-	(1,527,000)	\$ 6,004
<b>TOTAL</b>	<b>67,973,613</b>	<b>30,913,446</b>	<b>12,034,913</b>	<b>110,921,972</b>	<b>1,570,000</b>	<b>5,635,617</b>	<b>\$ 94,648,455</b>





	GOVERNMENTAL FUNDS			
	General Fund	Debt Service Fund	Special Revenue Funds	Governmental Capital Projects Funds
<b>Beginning Balance</b>	<b>\$13,531,833</b>	<b>\$1,388,561</b>	<b>\$9,080,892</b>	<b>\$27,931,601</b>
<b>BUDGETED REVENUES</b>				
Property Taxes	10,924,286	6,952,732	-	-
Sales & Other Taxes	11,481,000	-	1,869,374	2,747,258
Franchise Fees	3,548,000	-	50,000	-
Licenses/Permits/Fees	954,050	-	210,000	-
Intergovernmental Revenues	288,990	-	148,250	-
Charges For Service	1,620,546	-	41,600	-
Fines & Fees	734,620	-	67,000	-
Bond Proceeds	-	-	-	34,250,000
Miscellaneous Revenues	414,579	8,671	121,520	312,000
Interfund Transfers	1,943,000	293,413	8,500	1,450,000
<b>TOTAL REVENUES</b>	<b>31,909,071</b>	<b>7,254,816</b>	<b>2,516,244</b>	<b>38,759,258</b>
<b>BUDGETED EXPENDITURES</b>				
Personnel	26,253,778	-	643,762	-
Operations	7,645,867	-	1,099,649	435,000
Capital Outlay	889,820	-	716,500	19,215,126
Debt Service	-	7,632,397	150,000	90,000
Interfund Transfers	1,458,500	-	756,413	900,000
<b>TOTAL EXPENDITURES</b>	<b>36,247,965</b>	<b>7,632,397</b>	<b>3,366,324</b>	<b>20,640,126</b>
Depreciation Adjustments	(210,000)	-	-	-
<b>Ending Balance</b>	<b>\$8,982,939</b>	<b>\$1,010,980</b>	<b>\$8,230,812</b>	<b>\$46,050,733</b>

### GOVERNMENTAL FUNDS



General Fund is the operating fund of the City. This fund is used to account for all financial resources not accounted for in other funds.

Debt Service Fund is used to account for the accumulation of financial resources for the payment of principal, interest and related costs on general long-term debts.

Special Revenue Funds are used to account for revenue sources that are legally restricted to spend for specific purposes.

Governmental Capital Project Funds are used to account for the financing and construction of major capital facilities or acquisition of major equipment. Financing is primarily through the issuance of general obligation debts and transfers from other funds.

PROPRIETARY FUNDS			TOTAL ALL FUNDS		
Water & Sewer Fund	Drainage Utility Fund	Proprietary Capital Projects Funds	FY2022 Adopted Total	FY2021 Estimate Total	FY2020 Actual Total
<b>\$13,290,131</b>	<b>\$852,980</b>	<b>\$22,936,839</b>	<b>\$89,012,837</b>	<b>\$86,999,162</b>	<b>\$66,274,314</b>
-	-	-	17,877,018	17,917,322	16,992,360
-	-	-	16,097,632	15,550,263	15,292,564
-	-	-	3,598,000	3,389,685	3,946,276
-	-	400,000	1,564,050	1,470,198	1,943,240
-	-	-	437,240	473,643	119,438
23,540,200	1,695,000	-	26,897,346	25,207,446	27,250,932
-	-	-	801,620	780,725	1,123,349
-	-	-	34,250,000	6,250,000	7,116,072
412,000	20,000	141,000	1,429,770	1,528,364	6,390,550
-	-	8,340,000	12,034,913	10,820,658	10,672,848
<b>23,952,200</b>	<b>1,715,000</b>	<b>8,881,000</b>	<b>114,987,590</b>	<b>83,388,304</b>	<b>90,847,629</b>
\$3,801,248	\$484,601	-	31,183,389	28,303,981	\$25,659,389
15,446,062	929,880	282,000	25,838,458	23,760,579	\$20,630,205
1,349,500	242,000	9,593,000	32,005,946	11,277,433	\$8,438,210
1,709,661	277,208	-	9,859,266	9,091,173	\$6,644,477
8,480,000	440,000	-	12,034,913	10,748,658	\$11,195,939
<b>30,786,471</b>	<b>2,373,689</b>	<b>9,875,000</b>	<b>110,921,972</b>	<b>83,181,824</b>	<b>72,568,219</b>
1,500,000	280,000	-	1,570,000	1,807,194	2,445,437
<b>\$7,955,860</b>	<b>\$474,291</b>	<b>\$21,942,839</b>	<b>\$94,648,456</b>	<b>\$89,012,837</b>	<b>\$86,999,162</b>

### PROPRIETARY FUNDS

Water and Sewer Fund is used to account for the operations of the water and sewer system.

Drainage Utility Fund is used to track revenues and expenses related to watershed and storm drainage improvements.

Proprietary Capital Project Funds are used to account for the financing and construction of major capital facilities or acquisition of major equipment for water and sewer system and drainage related projects that are not funded by governmental funds.

## SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE SPECIAL REVENUE FUNDS (Part1)

	Economic Development Fund	Crime Prevention District Fund	Oil and Gas Fund	Hotel Motel Tax Fund	Court Security Fund	Court Technology Fund	Juvenile Case Manager Fund	Red Light Camera Fund	Grant Fund
<b>Beginning Balance</b>	\$3,568,098	\$2,107,149	\$1,612,800	\$146,778	\$95,342	\$8,001	\$67,154	\$229,247	\$147,496
<b>BUDGETED REVENUES</b>									
Property Taxes	-	-	-	-	-	-	-	-	-
Sales & Other Taxes	-	1,824,374	-	45,000	-	-	-	-	-
Franchise Fees	-	-	-	-	-	-	-	-	-
Licenses/Permits/Fees	-	-	210,000	-	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-	-	-	-	130,250
Charges For Service	-	-	-	-	-	-	-	-	-
Fines & Fees	-	-	-	-	19,000	26,000	22,000	-	-
Bond Proceeds	-	-	-	-	-	-	-	-	-
Miscellaneous Revenues	-	12,000	36,000	800	2,100	500	400	1,400	-
Interfund Transfers	-	-	-	-	-	8,500	-	-	-
<b>TOTAL REVENUES</b>	-	1,836,374	246,000	45,800	21,100	35,000	22,400	1,400	130,250
<b>BUDGETED EXPENDITURES</b>									
Personnel	-	593,305	-	24,256	-	-	-	-	26,201
Operations	-	711,180	-	20,580	-	32,000	1,000	88,500	129,500
Capital Outlay	-	574,850	-	-	-	-	-	60,000	-
Debt Service	-	150,000	-	-	-	-	-	-	-
Interfund Transfers	-	400,000	293,413	-	15,000	-	48,000	-	-
<b>TOTAL EXPENDITURES</b>	-	2,429,335	293,413	44,836	15,000	32,000	49,000	148,500	155,701
<b>Ending Balance</b>	\$3,568,098	\$1,514,188	\$1,565,387	\$147,742	\$101,442	\$11,001	\$40,554	\$82,147	\$122,045

**SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE  
SPECIAL REVENUE FUNDS (Part 2)**

PEG Fund	Fire Donation Fund	Library Donation Fund	Police Forfeiture Fund	Park Donation Fund	Park Dedication Fund	Safe Pathways Fund	Animal Shelter Fund	Police Donation Fund	Police CART Fund	Total
\$446,082	\$5,415	238,161	\$63,768	\$42,819	\$165,904	\$66,899	\$31,683	\$32,419	\$5,677	\$9,080,892
-	-	-	-	-	-	-	-	-	-	-
50,000	-	-	-	-	-	-	-	-	-	1,869,374
-	-	-	-	-	-	-	-	-	-	50,000
-	-	-	18,000	-	-	-	-	-	-	210,000
-	-	19,600	-	22,000	-	-	-	-	-	148,250
-	-	-	-	-	-	-	-	-	-	41,600
-	-	-	-	-	-	-	-	-	-	67,000
6,000	6,550	12,500	220	10,150	800	2,250	6,500	23,200	150	-
-	-	-	-	-	-	-	-	-	-	121,520
-	-	-	-	-	-	-	-	-	-	8,500
<b>56,000</b>	<b>6,550</b>	<b>32,100</b>	<b>18,220</b>	<b>32,150</b>	<b>800</b>	<b>2,250</b>	<b>6,500</b>	<b>23,200</b>	<b>150</b>	<b>2,516,244</b>
-	-	-	-	-	-	-	-	-	-	643,762
-	6,548	36,500	16,000	24,341	-	-	5,000	27,500	1,000	1,099,649
5,000	-	-	-	50,000	26,650	-	-	-	-	716,500
-	-	-	-	-	-	-	-	-	-	150,000
-	-	-	-	-	-	-	-	-	-	756,413
<b>5,000</b>	<b>6,548</b>	<b>36,500</b>	<b>16,000</b>	<b>74,341</b>	<b>26,650</b>	<b>-</b>	<b>5,000</b>	<b>27,500</b>	<b>1,000</b>	<b>3,366,324</b>
\$497,082	\$5,417	233,760	65,988	632	\$140,054	\$69,149	\$33,183	\$28,119	\$4,827	\$8,230,812

## SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE ALL CAPITAL PROJECT FUNDS (CITY-WIDE)

	Street Reconstruction Fund	Capital Improvement Fund	Capital Replacement Fund	Street Assessments Fund	Water and Sewer Capital Projects Fund	Impact Fees Fund	Drainage Capital Projects Fund	Total
<b>Beginning Balance</b>	<b>\$21,846,630</b>	<b>\$5,085,111</b>	<b>\$975,278</b>	<b>\$24,582</b>	<b>\$18,893,824</b>	<b>\$2,510,011</b>	<b>\$1,533,004</b>	<b>\$50,868,440</b>
<b>BUDGETED REVENUES</b>								
Property Taxes	-	-	-	-	-	-	-	-
Sales & Other Taxes	2,747,258	-	-	-	-	-	-	2,747,258
Franchise Fees	-	-	-	-	-	-	-	-
Licenses/Permits/Fees	-	-	-	-	-	400,000	-	400,000
Intergovernmental Revenues	-	-	-	-	-	-	-	-
Charges For Service	-	-	-	-	-	-	-	-
Fines & Fees	-	-	-	-	-	-	-	-
Bond Proceeds	5,250,000	29,000,000	-	-	-	-	-	34,250,000
Miscellaneous Revenues	275,000	33,900	3,000	100	98,000	35,000	8,000	453,000
Interfund Transfers	-	600,000	850,000	-	8,020,000	-	320,000	9,790,000
<b>TOTAL REVENUES</b>	<b>8,272,258</b>	<b>29,633,900</b>	<b>853,000</b>	<b>100</b>	<b>8,118,000</b>	<b>435,000</b>	<b>328,000</b>	<b>47,640,258</b>
<b>BUDGETED EXPENDITURES</b>								
Personnel	-	-	-	-	-	-	-	-
Operations	435,000	-	-	-	-	182,000	100,000	717,000
Capital Outlay	4,895,000	13,470,126	850,000	-	7,838,000	-	1,755,000	28,808,126
Debt Service	90,000	-	-	-	-	-	-	90,000
Interfund Transfers	900,000	-	-	-	-	-	-	900,000
<b>TOTAL EXPENDITURES</b>	<b>6,320,000</b>	<b>13,470,126</b>	<b>850,000</b>	<b>-</b>	<b>7,838,000</b>	<b>182,000</b>	<b>1,855,000</b>	<b>30,515,126</b>
<b>Ending Balance</b>	<b>\$23,798,888</b>	<b>\$21,248,885</b>	<b>\$978,278</b>	<b>\$24,682</b>	<b>\$19,173,824</b>	<b>\$2,763,011</b>	<b>\$6,004</b>	<b>\$67,993,572</b>

## WHERE THE MONEY COMES FROM - BY REVENUE TYPE

Revenue	Actual FY2020	EOY Estimated FY2021	Budget FY2022	Change from FY2021 to FY2022	
				Amount	Percent
Property Taxes	\$16,992,360	17,917,322	17,877,018	(\$40,304)	0%
Sales & Other Taxes	15,292,564	15,550,263	16,097,632	547,369	4%
Franchise	3,946,276	3,389,685	3,598,000	208,315	6%
Licenses & Permits	1,943,240	1,470,198	1,564,050	93,852	6%
Intergovernmental	119,438	473,643	437,240	(36,403)	-8%
Charges For Service	27,250,932	25,207,446	26,897,346	1,689,900	7%
Fines & Fees	1,123,349	780,725	801,620	20,895	3%
Bond Proceeds	7,116,072	6,250,000	34,250,000	28,000,000	N/A
Other	6,390,550	1,528,364	1,429,771	(98,593)	-6%
Transfers	10,672,848	10,820,658	12,034,913	1,214,255	11%
<b>Total</b>	<b>\$90,847,629</b>	<b>\$83,388,304</b>	<b>\$114,987,590</b>	<b>\$31,599,286</b>	<b>38%</b>



## MAJOR SOURCE OF REVENUES

Major sources of revenue are taxes, licenses, permits, fines, fees, interfunds transfers, and bond proceeds for capital improvement funds.

**Taxes and Franchise** include property tax, sales and use taxes, and franchise fees. Property tax estimates are based on current property values, new construction, tax rate and recent collection rates. Estimates for taxes were budgeted conservatively due to the Covid-19 Pandemic and the uncertainty of long-term effects and next year's economic outlook. Historic growth is used to forecast franchise fees, but the changes in telecommunication fees will lower the amount of franchise fees that can be charged in the future.

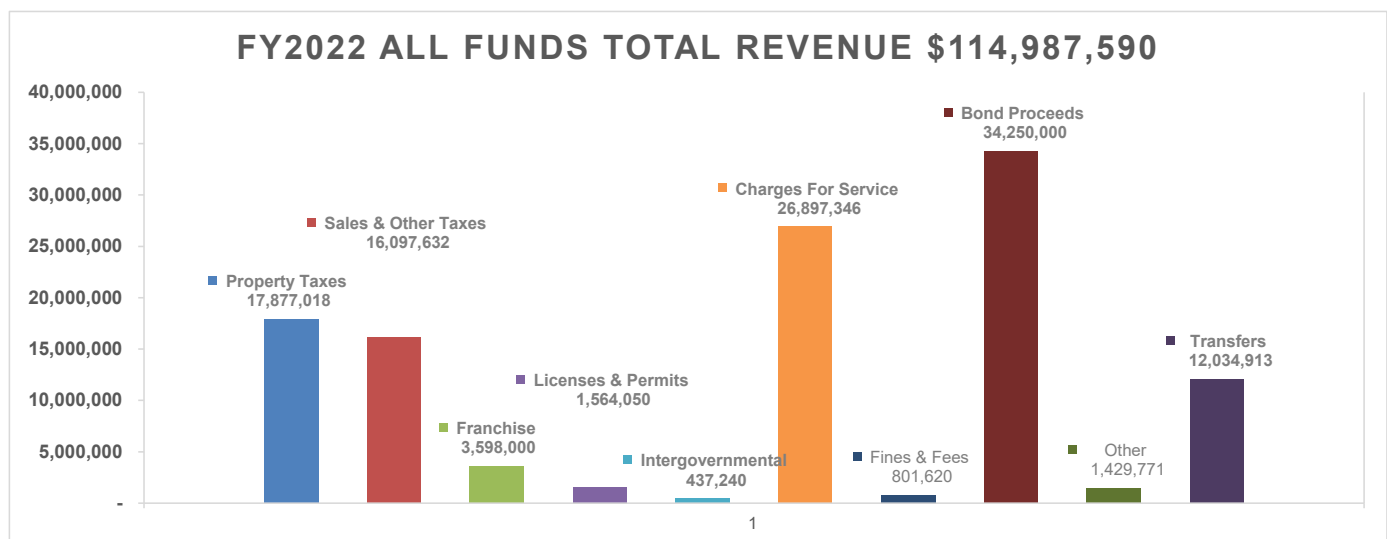
**Licenses & Permits, Charges for Services and Fine & Fees** include licenses, permits, charges for services, and fines. Trend analysis is used to project all charges for services.

**Intergovernmental revenues** are grants from other governmental entities. The City receives grants for Streets, Police, Fire, Drainage, Parks and Library.

**Other revenues** are donations, interest income and other miscellaneous revenues.

**Transfers** are transactions between funds. Transfers include administrative fees, fleet service fees, debt service payments and billing fees.

**Bond Proceeds** Include the bond issuance for the new Law Enforcement Center.



## WHERE THE MONEY COMES FROM - BY FUND TYPE

Revenue	Actual FY2020	EOY Estimated FY2021	Budget FY2022	Change from FY2021 to FY2022	
				Amount	Percent
General Fund	\$32,654,093	\$30,748,143	\$31,909,071	\$1,160,928	4%
Debt Service Fund	\$6,602,942	\$7,352,729	\$7,254,816	(\$97,913)	-1%
Special Revenue Funds	\$5,033,939	2,383,841	\$2,516,244	\$132,403	6%
Capital Project Funds	\$20,016,546	\$18,699,045	\$47,640,258	\$28,941,213	155%
Water and Sewer Fund	\$24,703,906	\$22,498,119	\$23,952,200	\$1,454,081	6%
Drainage Fund	\$1,836,204	\$1,706,427	\$1,715,000	\$8,573	1%
<b>Total</b>	<b>\$90,847,629</b>	<b>\$83,388,304</b>	<b>\$114,987,590</b>	<b>\$31,599,286</b>	<b>38%</b>

**General Fund** is the general operating fund of the City. It provides a broad spectrum of programs and services such as police, fire, parks and recreation, public works and administrative services. Most of the revenue comes from property tax, sales taxes and franchise fees, and Permits & Inspections. There was a 4% increase budgeted in total revenue due to an increase in higher property values and sales tax increase.

**Debt Service Fund** is used for the accumulation of resources for the payment of principal and interest on long-term debts for general government debts. Financing is provided primarily by property tax and transfers from other resources.

**Special Revenue Funds** are used to account for revenue sources that are legally restricted to be spent for specified purposes. Revenues include sales tax, special fees and donations.

**Capital Project Funds** are used to account for all major capital improvements that are financed by rate revenues, certificates of obligation, general obligation bonds, intergovernmental grants, developer contributions and other designated resources.

**Water and Sewer Fund** provides water and sewer services to the City. Major revenue comes from charges for services. Increases in revenues are mainly due to water and sewer rates increase to meet the rising cost of services.

**Drainage Fund** is for recording revenues and expenses related to watershed and storm water drainage improvements

### FY2022 ALL FUNDS TOTAL REVENUE \$114,987,590



## WHERE THE MONEY GOES - BY EXPENDITURE TYPE

Expenditure	Actual FY2020	EOY Estimated FY2021	Budget FY2022	Change from FY2021 to FY2022	
				Amount	Percent
Personnel	\$25,659,389	\$28,303,981	\$31,183,389	\$2,879,408	10%
Operations	\$20,630,205	\$23,760,579	\$25,838,458	\$2,077,878	9%
Capital Outlay	\$8,438,210	\$11,277,433	\$32,005,946	\$20,728,513	184%
Debt Service	\$6,644,477	\$9,091,173	\$9,859,266	\$768,093	8%
Transfers	\$11,195,939	\$10,748,658	\$12,034,913	\$1,286,255	12%
<b>Total</b>	<b>\$72,568,219</b>	<b>\$83,181,824</b>	<b>\$110,921,972</b>	<b>\$27,740,147</b>	<b>33%</b>

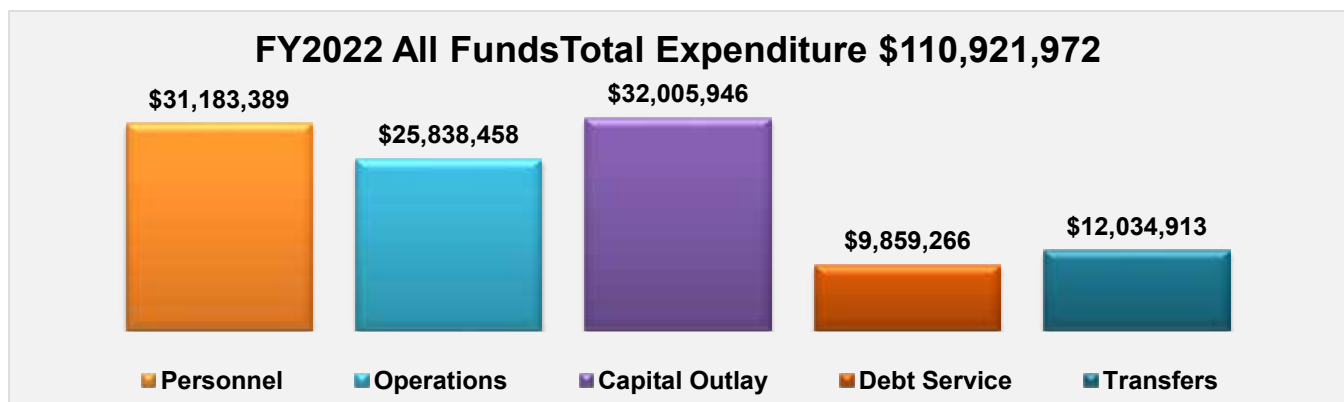
**Personnel** – This includes salaries and benefits for all full time and part time employees. The increase is due to a market adjustment in salaries and new positions.

**Operations** – Increase in operation cost is due to decision packages added this year to help the departments perform their duties with a maximum efficiency. In addition, in FY2021 each department made special efforts to lower operational expenses. Operational expenses include supplies, maintenance, and contracts for the operations of the City.

**Capital Outlay** – Expenditures in capital project funds and capital purchases are capital outlays. The increase is due to new capital projects in parks, streets, water and sewer, continuing construction of Fire Station 3 and starting construction of the new Law Enforcement Center.

**Debt Service** – This includes both general government debt service and proprietary debt service. Funds containing debt service are General Fund, Water and Sewer Fund, and Drainage Fund.

**Transfers** - The increase is due to the amounts transferred to cover debt service payments, Capital Project operations and related debt.



## WHERE THE MONEY GOES - BY FUND TYPE

Expenditure	Actual FY2020	EOY Estimated FY2021	Budget FY2022	Change from FY2021 to FY2022	
				Amount	Percent
General Fund	\$28,006,738	\$31,720,521	\$36,247,965	\$4,527,444	14%
Debt Service Fund	\$6,192,900	\$6,896,262	\$7,632,397	\$736,135	11%
Special Revenue Fund	\$2,537,144	\$2,818,986	\$3,366,324	\$547,338	19%
Capital Projects Fund	\$9,954,050	\$12,503,750	\$30,515,126	\$18,011,376	144%
Water and Sewer Fund	\$23,870,354	\$27,280,181	\$30,786,471	\$3,506,290	13%
Drainage Fund	\$2,007,034	\$1,962,124	\$2,373,689	\$411,565	21%
<b>Total</b>	<b>\$72,568,219</b>	<b>\$83,181,824</b>	<b>\$110,921,972</b>	<b>\$27,740,148</b>	<b>33%</b>

**General Fund** is the general operating fund of the City. It provides a broad spectrum of programs and services such as police, fire, parks and recreation, public works and administrative services.

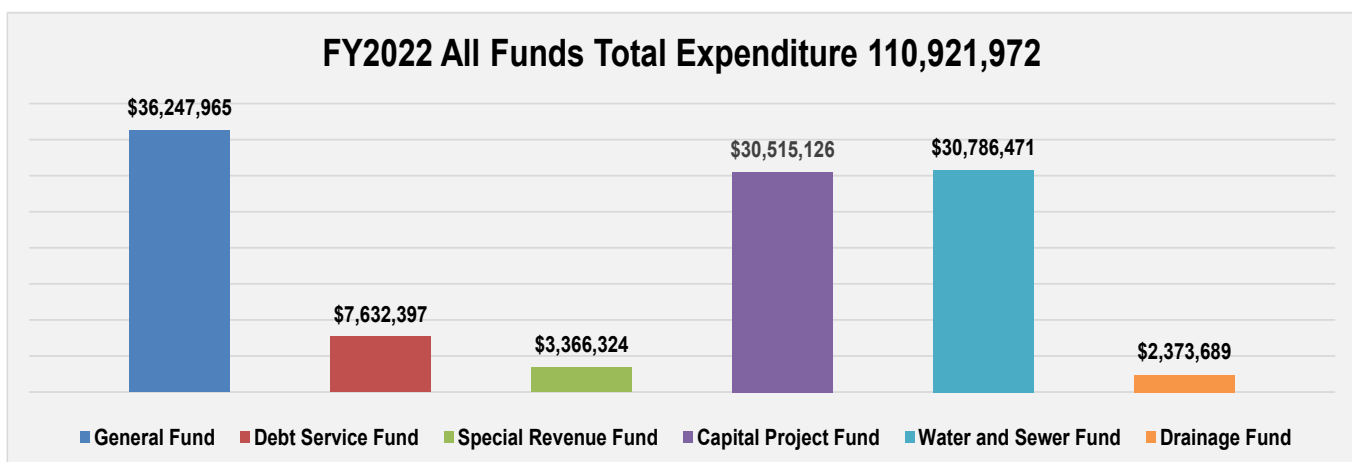
**Debt Service Fund** expenditures represent payments of principal, interest, and debt service-related expenditures of general government debts.

**Special Revenue Funds** are used to account for revenue sources that are legally restricted to be spent for specified purposes.

**Capital Project Funds** are used to account for all capital projects and major capital purchases. The significant changes from year to year are due to various capital construction projects and purchase of capital assets budgeted for each individual year.

**Water and Sewer Fund** provides water and sewer services to the City.

**Drainage Fund** is for recording revenues and expenses related to watershed and storm drainage improvements. Some drainage capital projects were delayed due to the lack of funds and fund balance within the Drainage Fund.



## WHERE THE MONEY GOES - BY FUNCTIONS

Expenditure	Actual FY2020	EOY Estimated FY2021	Budget FY2022	Change from FY2021 to FY2022	
				Amount	Percent
General Government	\$14,784,956	\$17,455,987	\$18,561,100	\$1,105,113	6%
Police	\$11,372,957	\$12,160,663	\$24,152,513	\$11,991,850	99%
Fire	\$7,286,838	\$11,273,632	\$10,447,538	(\$826,094)	-7%
Parks	\$2,086,602	\$2,256,171	\$3,758,495	\$1,502,324	67%
Library	\$1,091,356	\$1,189,697	1,110,134	(\$79,563)	-7%
Public Works	\$35,945,510	\$38,845,674	52,892,192	\$14,046,518	36%
<b>Total</b>	<b>\$72,568,219</b>	<b>\$83,181,824</b>	<b>\$110,921,972</b>	<b>\$27,740,148</b>	<b>33%</b>

**General Government** – expenditures increased due to market adjustment in salaries and new decision packages requests added.

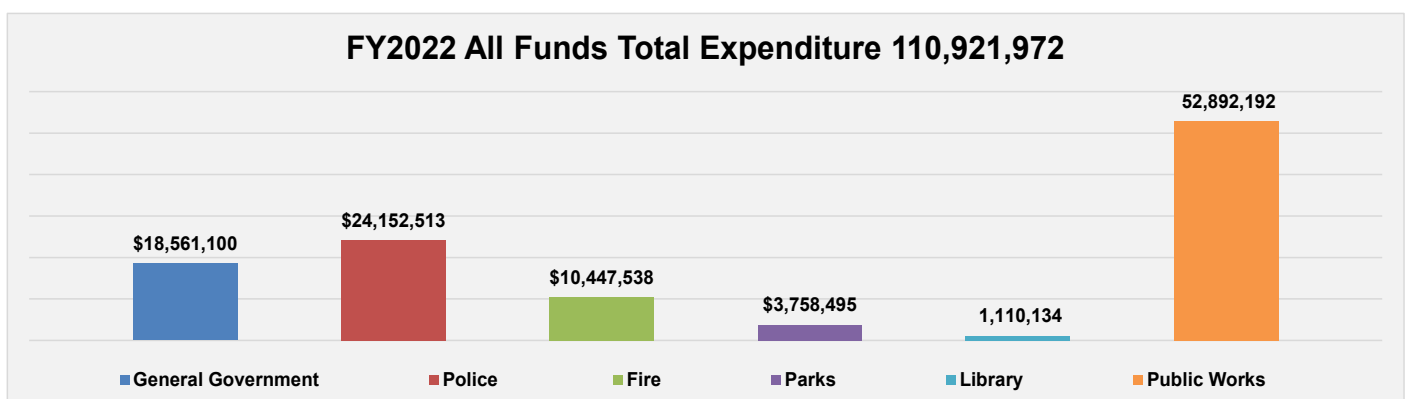
**Police** – the increase is due to a new Law Enforcement Center, grant, spending down of red light camera fund and forfeiture spends.

**Fire** – the increase in the fire department includes the capital project of the new Fire Station #3.

**Parks** – the increase is caused by park improvements totalling \$1,502,000. Operational expenses are slightly up over last year's budget.

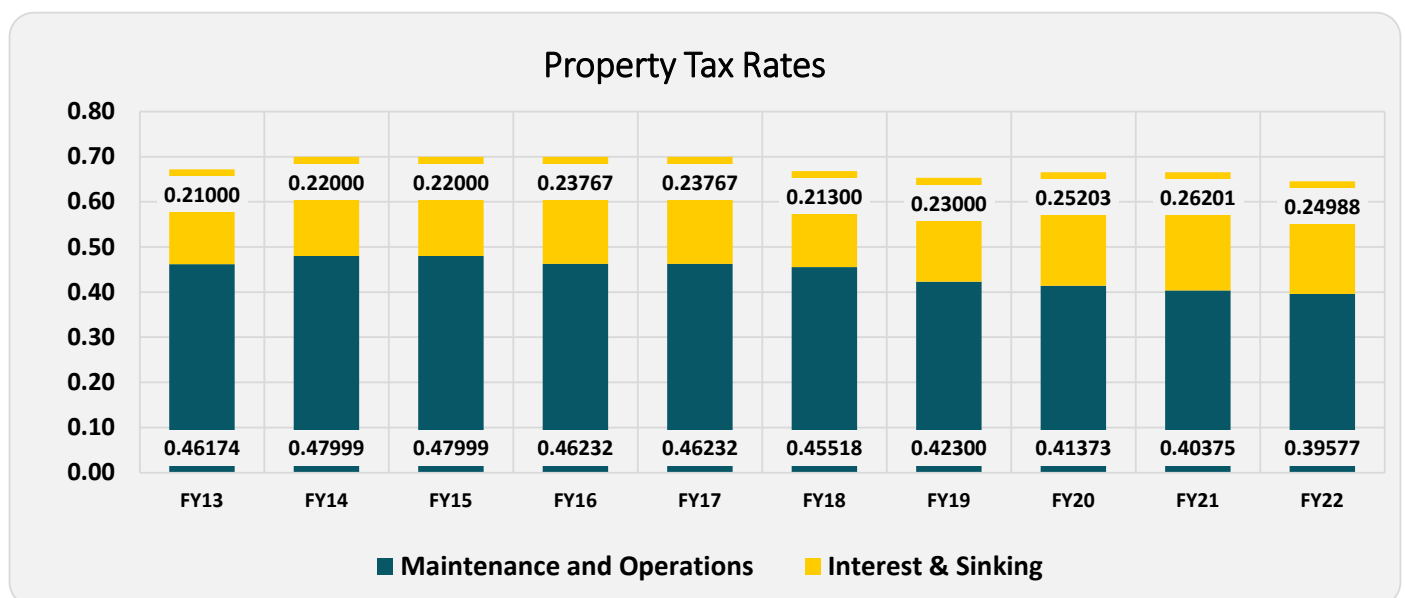
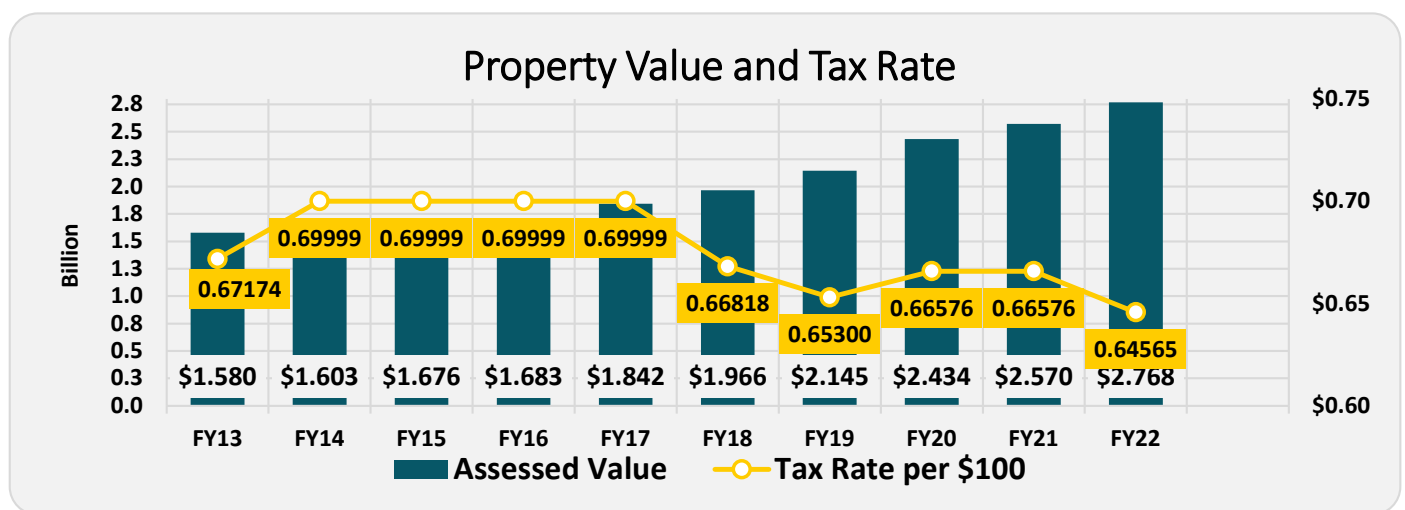
**Library** – operational expenditures are lower this budget year than last budget year. The conservative spending during the Covid-19 pandemic caused the FY2021 year-end estimates to be considerably lower than usual.

**Public Works** – this includes streets, facilities, water and sewer, storm water drainage. The increase is due to capital projects.



## PROPERTY VALUES, TAX RATES REVENUES

Fiscal Year	Assessed Valuation	Percent Change	Average Taxable Value	M&O Rate Per \$100	I&S Rate Per \$100	Tax Rate Per \$100	Average Tax
2013	\$1,579,547,177	2%	\$64,139	0.46174	0.21000	0.67174	\$431
2014	\$1,602,758,757	1%	\$64,622	0.47999	0.22000	0.69999	\$452
2015	\$1,676,480,896	5%	\$67,052	0.47999	0.22000	0.69999	\$469
2016	\$1,682,741,323	0%	\$67,310	0.46232	0.23767	0.69999	\$471
2017	\$1,842,343,558	9%	\$77,187	0.46232	0.23767	0.69999	\$540
2018	\$1,965,607,988	7%	\$86,551	0.45518	0.21300	0.66818	\$578
2019	\$2,145,251,779	16%	\$96,055	0.42300	0.23000	0.65300	\$627
2020	\$2,434,006,207	24%	\$109,685	0.41373	0.25203	0.66576	\$730
2021	\$2,570,400,175	5.6%	\$116,748	0.40375	0.26201	0.66576	\$777
<b>2022</b>	<b>\$2,767,760,865</b>	<b>7.7%</b>	<b>\$130,404</b>	<b>0.39577</b>	<b>0.24988</b>	<b>0.64565</b>	<b>\$842</b>



## MAJOR REVENUES

### PROPERTY TAX

The City's property tax is levied based on appraised value of property as determined by the Tarrant County Appraisal District. The Tarrant County Tax Office bills and collects the property tax for the City.

The combined tax rate is \$0.64565 per \$100 assessed valuation, which consists of \$0.39577 for maintenance and operations cost (recorded in the General Fund) and \$0.24988 for principal and interest payments on bond indebtedness (recorded in the Debt Service Fund).

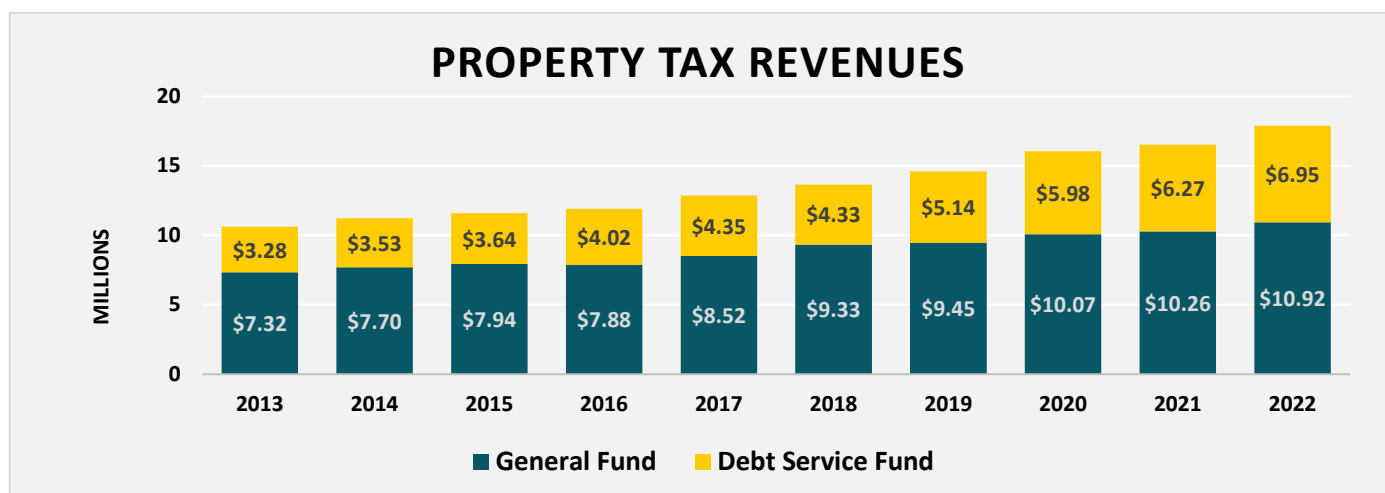
#### Outlook

Property tax revenues for FY2022 has increased by 7.7% due to the increase in property values. Property value is based on the certified tax roll from the Tarrant County Appraisal District. For future years, the growth should continue as more of the developments are completed and newer properties are included on the tax rolls.

#### Major Influence

Factors affecting property tax revenues include population, development, property value, tax rate and tax assessor appraisal and collection rate.

Fiscal Year	General Fund	Debt Service Fund	Total	Percent of Change
2013	7,322,009	3,281,196	10,603,205	5.2%
2014	7,702,997	3,526,990	11,229,987	5.9%
2015	7,941,285	3,636,079	11,577,364	3.1%
2016	7,876,104	4,022,127	11,898,231	2.8%
2017	8,515,314	4,352,034	12,867,348	8.1%
2018	9,326,617	4,331,228	13,657,845	6.1%
2019	9,451,150	5,138,500	14,589,650	6.8%
2020	10,074,387	5,981,136	16,055,523	17.6%
2021	10,263,788	6,271,130	16,534,918	13.3%
2022	10,924,286	6,952,732	17,877,018	11.3%



## SALES TAX

The City imposes a local option sales tax of 2% on all retail sales, leases and rentals of most goods, as well as taxable services. The sales tax allocations are: 1.375% for general purposes and is recorded in the General Fund, 0.25% is for crime control and prevention and is recorded in the Crime Control and Prevention District Fund, and the rest of the 0.375% is for street improvements and is recorded in the Street Reconstruction Fund.

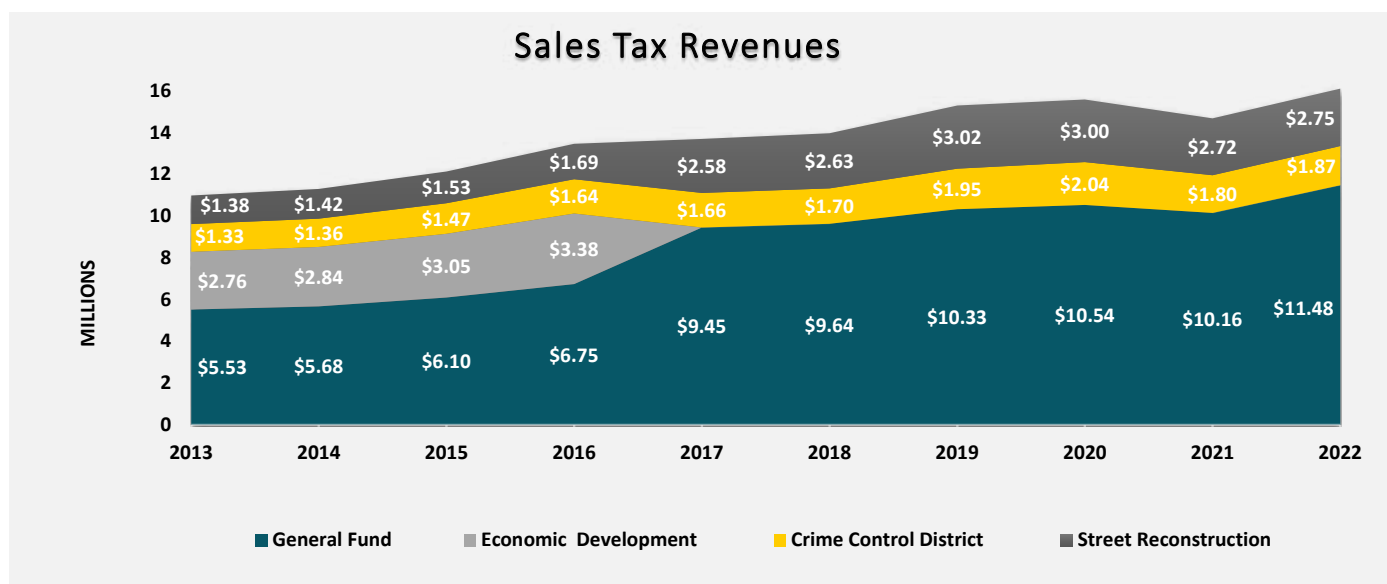
### Outlook

Sales tax revenues for FY2022 were budgeted at around 10% increase in General Fund. Although our City have seen about a 1% decrease over last year, we felt confident sales tax revenues will increase due to Texas economy rebounded strongly from the deep but short recession caused by the onset of COVID-19 pandemic.

### Major Influence

Factors affecting sales tax revenues include population, retail sales, economy and consumer price index.

Fiscal Year	General Fund	Economic Development	Crime Control District	Street Reconstruction	Total	Percent of Change
2013	5,528,226	2,755,820	1,327,971	1,377,910	10,989,927	5.1%
2014	5,681,874	2,843,834	1,355,192	1,421,917	11,302,817	2.8%
2015	6,095,550	3,053,111	1,465,227	1,526,546	12,140,434	7.4%
2016	6,747,264	3,379,538	1,643,414	1,689,760	13,459,977	10.9%
2017	9,447,444	-	1,662,631	2,577,863	13,687,938	1.7%
2018	9,636,393	-	1,695,883	2,629,420	13,961,696	2.0%
2019	10,330,000	-	1,945,787	3,015,803	15,291,590	9.5%
2020	10,536,600	-	2,043,076	3,000,000	15,579,676	1.9%
2021	10,156,136	-	1,799,206	2,720,206	14,675,548	-5.8%
2022	11,481,000	-	1,869,374	2,747,258	16,097,632	9.7%





## FRANCHISE FEES

The City imposes a 4% to 8% franchise fee on utility companies for the use of rights-of-way. These include gas, electricity, telephone, fiber optics, cable television, solid waste collection, water and sewer, and drainage. Due to legislative changes, some franchise fee will be reduced.

Franchise revenues are recorded in the General Fund and PEG (Public, Education and Government) Fund.

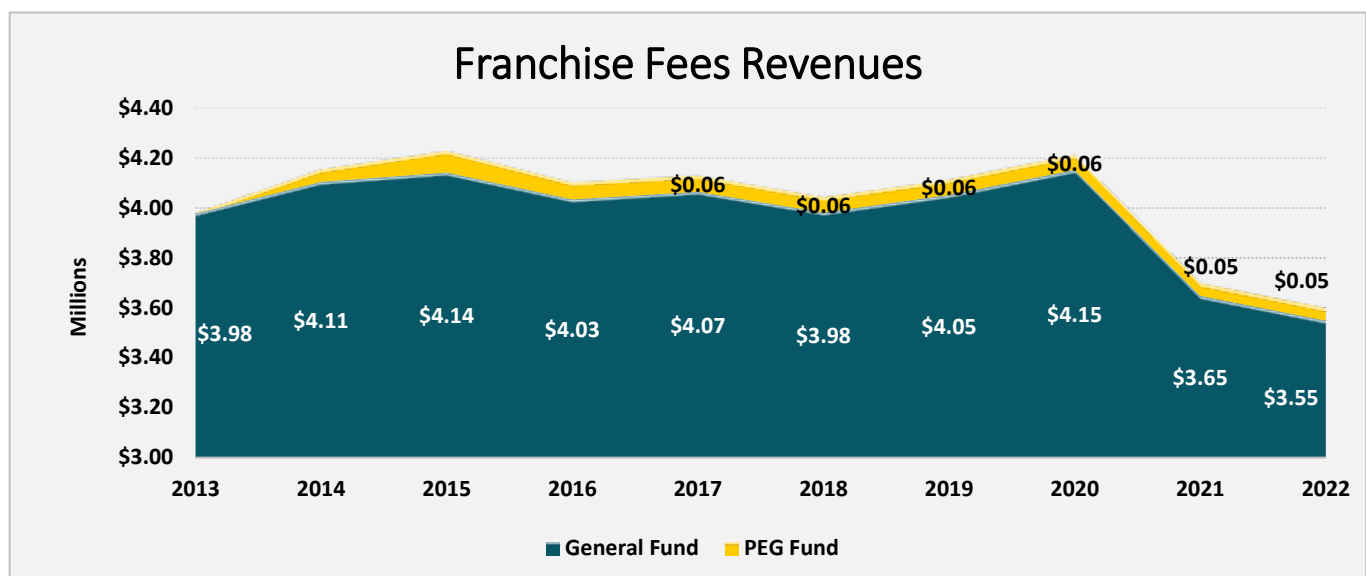
### Outlook

Franchise fee revenue is projected to decrease slightly (2.7%) due to decrease in telecommunications franchise fee.

### Major Influence

Factors affecting franchises include population, utility gross sales, rate of charges and fluctuation in weather, which affects electricity, gas, and water revenues.

Fiscal Year	General Fund	PEG Fund	Total	Percent of Change
2013	3,977,397	-	3,977,397	-2.0%
2014	4,105,002	48,652	4,153,654	3.2%
2015	4,141,783	86,590	4,228,373	0.9%
2016	4,033,636	66,681	4,100,317	-2.6%
2017	4,065,408	63,053	4,128,461	0.8%
2018	3,982,000	60,000	4,042,000	-2.1%
2019	4,052,000	60,000	4,112,000	1.8%
2020	4,152,000	60,000	4,212,000	2.5%
2021	3,648,000	50,000	3,698,000	-12.1%
2022	3,548,000	50,000	3,598,000	-2.7%



## CHARGES FOR SERVICES

Charges for services include all fees and charges for services provided by the City such as inspections, facility rentals, reports, parks and recreation, garage sales, water and sewer, and drainage.

### Outlook

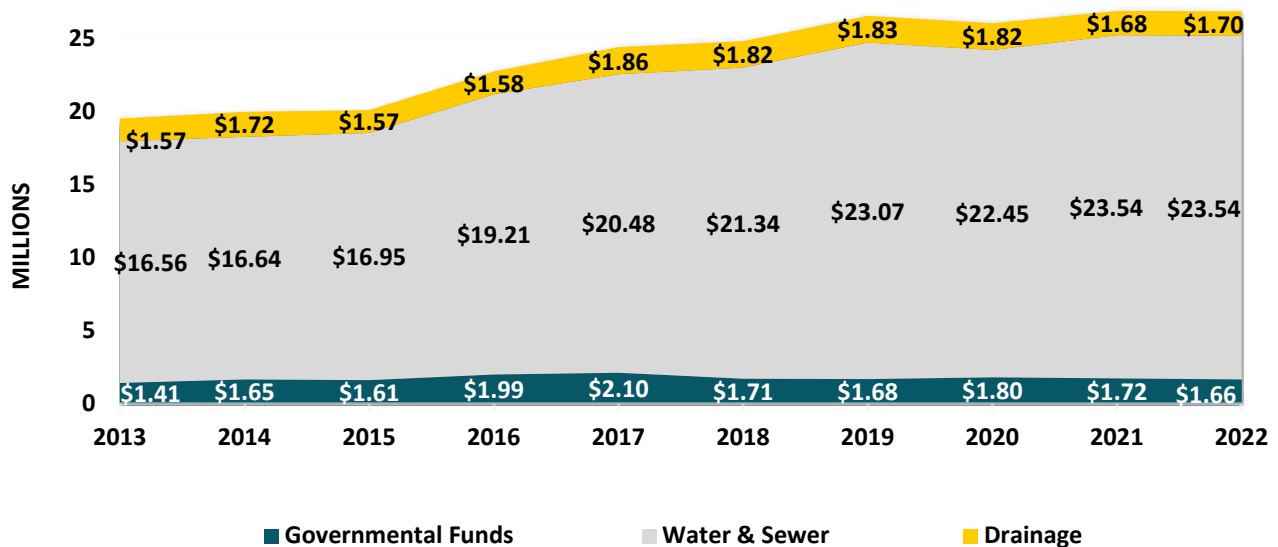
Total revenue from Charges for Services for FY2022 is estimated to stay around the same. No rate changes were made in water and sewer rates, however, We are working on a new rate study and rates are expected to change after first quarter of this fiscal year.

### Major Influence

Factors affecting charges for services revenues include population, activities, and usage.

Fiscal Year	Governmental Funds	Water & Sewer	Drainage	Total	Percent of Change
2013	1,411,324	16,561,402	1,566,018	19,540,757	0.3%
2014	1,652,174	16,641,704	1,720,635	20,016,527	2.4%
2015	1,606,930	16,951,383	1,570,380	20,130,708	0.6%
2016	1,991,635	19,210,650	1,581,418	22,785,719	13.2%
2017	2,104,278	20,479,201	1,861,389	24,446,885	7.3%
2018	1,705,927	21,336,400	1,815,000	24,859,345	1.7%
2019	1,677,610	23,073,290	1,830,000	26,582,919	6.9%
2020	1,796,500	22,454,410	1,820,000	26,072,930	-1.9%
2021	1,716,146	23,540,200	1,680,000	26,938,367	3.3%
2022	1,662,146	23,540,200	1,695,000	26,899,368	-0.1%

Charges for Services Revenue



## FINE AND FEES

Fines and fees are imposed on any person or business who violate laws, codes or regulations within the City. Major fines and fees are related to traffic violation and code compliance. Fines and fees are recorded in the General Fund, Court Technology Fund, Court Security Fund, Juvenile Case Manager Fund.

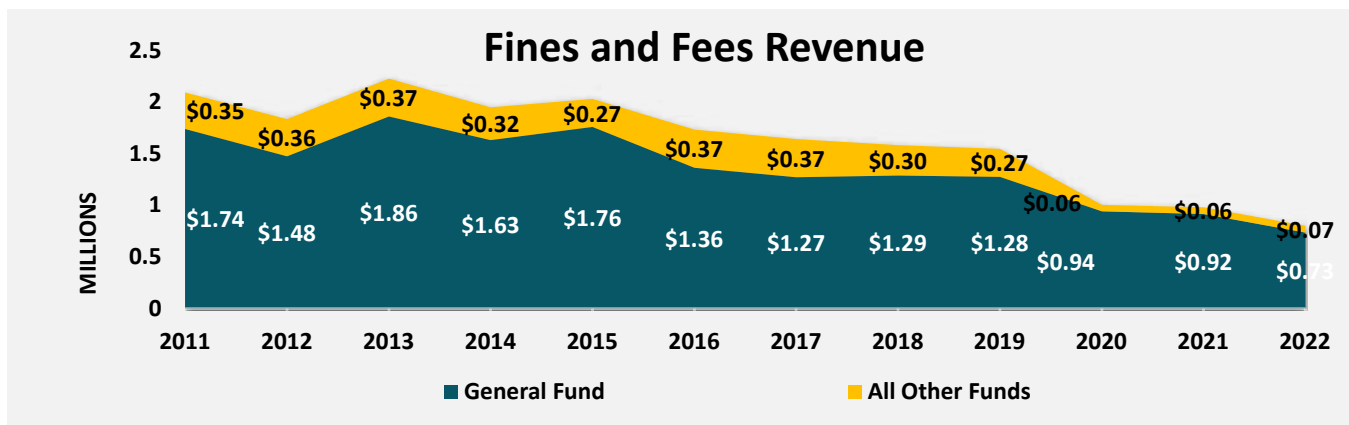
### Outlook

Total revenue from fines and fees for FY2022 is estimated to reduce by about 18%. The decrease is mainly due to the exceptional low activities in citations and state law ban the use of red-light cameras.

### Major Influence

Factors affecting fines and fees revenues include population, activities and rate of charges.

Fiscal Year	General Fund	All Other Funds	Total	Percent of Change
2011	1,739,747	351,797	2,226,452	-2.8%
2012	1,475,638	357,441	2,164,031	-2.8%
2013	1,861,489	365,021	2,091,544	-3.3%
2014	1,632,964	316,995	1,833,079	-12.4%
2015	1,758,284	271,189	2,226,510	21.5%
2016	1,363,978	369,687	1,949,959	-12.4%
2017	1,271,595	368,868	2,449,800	25.6%
2018	1,287,439	296,000	1,583,439	-35.4%
2019	1,275,400	272,000	1,547,400	-2.3%
2020	942,525	62,000	1,004,525	-35.1%
2021	916,720	64,000	980,720	-2.4%
2022	734,620	67,000	801,620	-18.3%





# GENERAL FUND

The General Fund is the general operation of the city. It provides a broad spectrum of programs and services such as police, fire, parks and recreation, streets, fleet, building maintenance and administration

- **General Fund Description**
- **General Fund Budget Summary**
- **Overview Of Revenues And Expenditures**
- **General Fund Departments**
- **Performance Measures**



# GENERAL FUND DESCRIPTION

## FUND SUMMARY

The General Fund is used to account for all revenues and expenditures not designated in other funds. It receives a greater variety and amount of revenues as well as finances a wide range of governmental activities than any other fund. The General Fund is supported by property taxes, sales & use taxes, franchise fees, license and permit fees, Municipal Court fines and fees. General Fund expenditures support the city's police, fire, streets, building maintenance, fleet maintenance, parks and recreation, library and administration.

## CONCLUDING FISCAL YEAR 2021 FINANCIAL PERFORMANCE

**Revenues in the General Fund** are estimated to total \$30.7 million, which is \$259,470 more than FY2020. The City collected more property tax due to higher taxable property value and delinquent taxes. Sales Tax had a slight increase Licenses & Permits remained almost the same as last year in which we doubled the revenue due to the rapid growth of new construction.

**Expenditures** in the General Fund are estimated to be \$31.7 million, which is about \$1,231,848 more than FY2020 when all unnecessary spending was frozen. This amount included a total of over \$2.7 million transferred to the Capital Replacement Fund for replacement of vehicles and equipment, debt services fund for Economic Development debt. The Economic Development Fund has been eliminated and the expenses are now being reported within the General Fund since the dissolution of the Economic Development Board in July of 2020.

**Fund Balance** - the difference in revenues and expenditures, combined with a beginning fund balance, contribute to an estimated ending fund balance for FY2021 of \$13.5 million, which is \$972,378 less than the beginning fund balance. The estimated fund balance reserve at the end of FY2021 is about 42% of the expenditures.

## FISCAL YEAR 2022 BUDGET

**General Fund Revenues** For fiscal year 2022 revenues are expected to total \$31.9 million, which represents an increase of \$1.4 million (4.7%) over FY2021. Revenues for FY2022 are budgeted conservatively. Revenue increases are expected from property tax and sales tax. Decreases in revenues are anticipated from Licenses & Permit fees. The estimated taxable value increased to \$2.5 billion. The total tax rate for FY2022 was lowered over \$.02 to \$0.64565 for every \$100 taxable value.

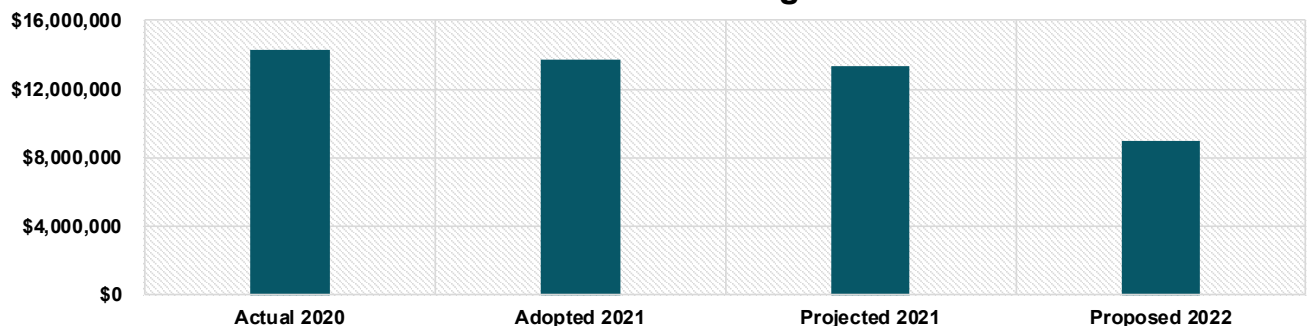
**Expenditures** for fiscal year 2022 are projected to be \$36.2 million, an increase of \$5.2 million over the FY2021 budgeted numbers. The increase is due to conservative operational budgets in previous years in which no decision packages were added. A market study was conducted and salaries were adjusted by \$1.4 million total as a decision package request. No new positions were added.

**Fund Balance** - After expenditures and transfers to other funds, the projected ending fund balance at year-end 2022 is \$9.2 million, which is \$4.7 million less than what was budgeted in 2021. The ending fund balance represents about 25% of expenditures and is over the 20% reserve requirement governed by the City's financial policies.

## GENERAL FUND BUDGET SUMMARY

FUND 01	Actual FY2020	Adopted FY2021	Projected FY2021	Proposed FY2022
<b>Fund Balance, Beginning</b>	\$9,856,856	\$14,504,211	\$14,504,211	13,531,833
<b>Revenues</b>				
Property Taxes	10,565,146	10,263,788	10,881,968	10,924,286
Sales & Other Taxes	10,539,418	10,156,136	11,041,000	11,481,000
Franchise Fees	3,896,316	3,648,000	3,339,685	3,548,000
Licenses & Permits	1,741,964	1,596,414	1,240,750	954,050
Charges For Services	1,363,912	1,658,046	1,319,890	1,620,546
Fines and Fees	723,692	916,720	722,025	734,620
Other Revenues	2,273,449	703,569	666,575	703,569
Transfers	1,550,196	1,546,000	1,536,250	1,943,000
<b>Total Revenues</b>	<b>32,654,093</b>	<b>30,488,673</b>	<b>30,748,143</b>	<b>31,909,071</b>
<b>Funds Available</b>	42,510,949	44,992,884	45,252,354	45,440,904
<b>Expenditures</b>				
City Manager's Office	582,330	546,301	600,700	605,725
City Secretary	225,349	244,385	253,557	264,662
City Council	20,964	24,280	18,650	38,880
Finance	449,478	560,349	688,288	679,499
Human Resources	441,955	578,461	570,460	640,168
Planning & Community Development	677,995	1,080,616	1,071,215	1,171,456
Information Technology	852,893	866,655	846,941	1,020,445
Animal Services	0	0	0	407,802
Fleet Services	542,608	763,211	757,505	846,276
Building Maintenance	578,943	600,380	584,475	1,266,476
Police	9,577,756	9,977,946	9,895,963	10,492,477
Fire	6,954,469	7,428,729	7,266,860	8,472,864
Municipal Court	506,333	562,207	540,654	593,155
Street & Drainage	1,128,293	1,292,599	1,192,668	1,424,280
Parks & Recreation	1,672,252	2,073,923	1,883,469	2,155,504
Library	1,062,511	1,182,552	1,169,247	1,073,634
EDC	0	556,000	416,010	587,777
Non-Departmental	2,082,604	900,079	2,713,858	3,048,385
Transfers	650,004	1,806,000	1,250,000	1,458,500
<b>Total Expenditures</b>	<b>28,006,738</b>	<b>31,044,673</b>	<b>31,720,521</b>	<b>36,247,965</b>
<b>ANNUAL SURPLUS / (DEFICIT)</b>	4,647,355	(556,000)	(972,378)	<b>(4,338,894)</b>
<b>Fund Balance, Ending</b>	<b>\$14,504,211</b>	<b>\$13,948,212</b>	<b>\$13,531,833</b>	<b>9,192,939</b>
<b>FUND BALANCE BREAKDOWN</b>				
Ending Fund Balance	\$14,504,211	\$13,948,212	\$13,531,833	9,192,939
Reserved for Encumbrances/Inventory	(210,000)	(210,000)	(210,000)	(210,000)
Unreserved Fund Balance	\$14,294,211	\$13,738,212	\$13,321,833	8,982,939
Reserve Policy is 20% of Expenditures	\$5,601,348	\$6,208,935	\$6,344,104	7,249,593
Amount over (under) Reserve Policy	\$8,692,863	\$7,529,277	\$6,977,729	1,733,346
% of Total Expenditures	51%	44%	42%	25%

### General Fund - Unreserved Ending Fund Balance





# OVERVIEW OF GENERAL FUND REVENUES

**Total General Fund Revenues for FY2022 are projected to increase about \$1.2 million or 4%. The increase is due to greater property tax and sales tax revenues.**

**Property Tax** is assessed on real and personal property and provides 34% or \$10.9 million of the FY2022 revenues. General Fund Property is higher for FY2021 due to Increase in total assessed property values even though the rate was lowered by over two cents.

**Sales & Use Tax** consists of Sales Tax and Mixed Beverage Tax. Taxes are collected by the State and allocated to the City. For Sales Tax, the General Fund received 1.375% of taxable sales within the City. Sales and Use Taxes represents \$11.5 million or 36% of FY2022 General Fund revenues and are projected to increase by 4% over the prior fiscal year.

**Franchise Fees** are collected from utility companies for right-of-way usage. The (non-city) franchise payments are from Oncor Electric, Atmos Gas, AT&T Cable, Waste Management. For FY2021, Franchise Fees provide about \$3.5 million or 11% of General Fund Revenues.

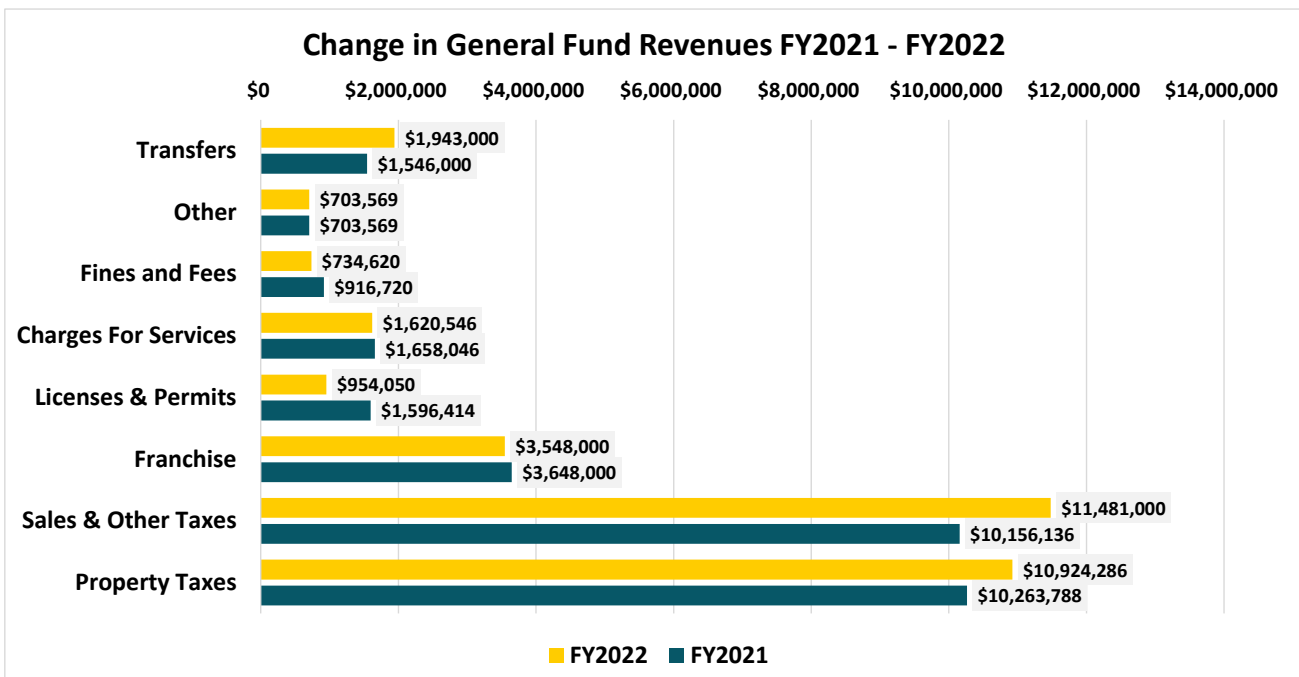
**Licenses & Permits** include building permits, licenses, and permits for engineering, electrical, plumbing and mechanical installations. Revenues for FY2022 are projected to decrease to \$954,050 which is considerably less than last year. With the build out of one more new neighborhood, those fees could exceed our budgeted amount.

**Charges for Services** include recreation fees, inspection fees, alarm fees and charges for services provided from General Fund to other funds. A slight decrease to \$1.6 million is projected.

**Fines & Fees** include municipal court fines. FY2022 estimates a significant decrease to \$734,620 due to lower revenue in court fine and fees.

**Other Revenues** include Intergovernmental Revenues, Interest Income and Miscellaneous Revenues. Total Other Revenues for FY2022 projected to be \$703,569 due to stabilization of interest income.

**Transfers for FY2022** are projected to be lower due to eliminating the Economic Development Fund and adding expenses in with the General Fund.



# OVERVIEW OF GENERAL FUND EXPENDITURES

**Total General Fund Expenditures increased by 17% as compared to FY2021.**

**General Government** expenses estimated to increase by \$3.6 million mainly due to adding back decision package items that were not part of the budget last year when spending was halted.

**Police** expenditures represent 29% of the general fund. Expenses for this year are about \$10.5 million with an increase of 5% over last year. Animal Services was also broken out into their own department from Police.

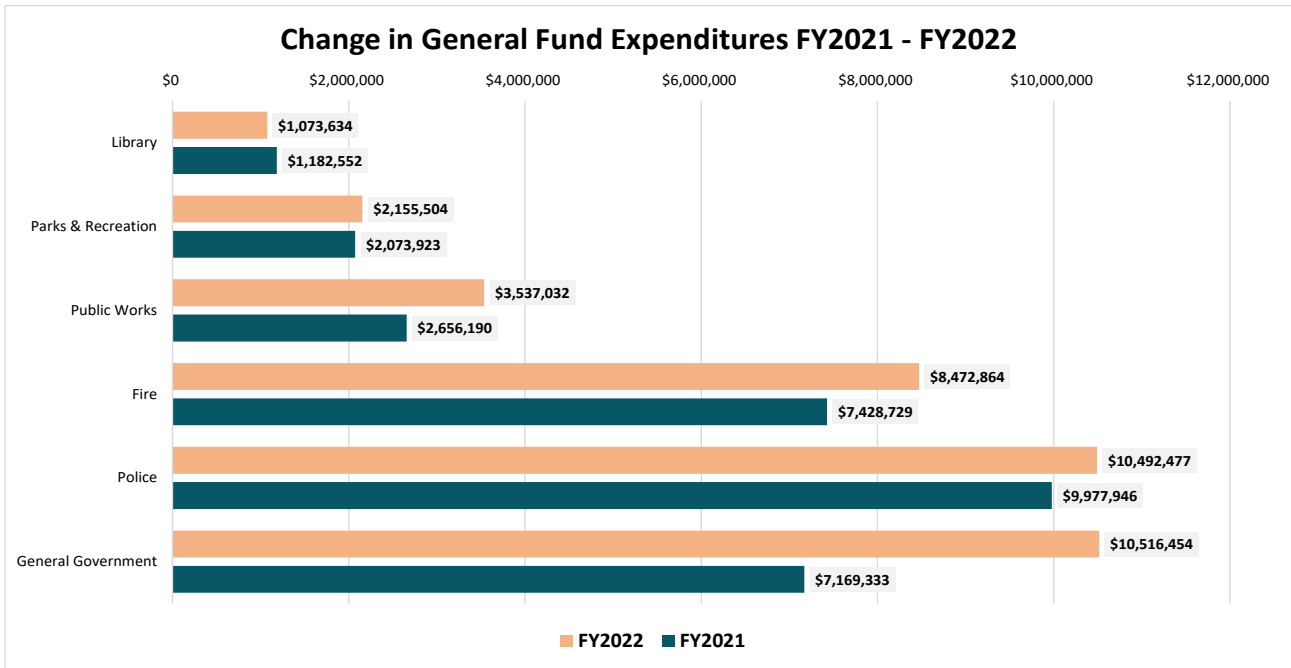
**Fire** expenditures represent 23% of the general fund. Expenses for this year are about \$8.5 million with an increase of 17% greater than last year.

**Public works** (Streets, Buildings, & Fleet) The increase is due to the remodel expense of the Senior Center from the prior year’s budget since this project was delayed.

**Parks and Recreation** expenditures are \$2.2 million which is an increase of 15% over last year’s budget.

**Library** expenditures estimated to be about \$1.1 million, an 8% decrease under last year’s budget.

**The Economic Development** expenses which were once reported in Fund 11 are now part of the General Fund. Animal Services is also its own department within the General Fund.



## CITY MANAGER'S OFFICE

### Mission Statement

The mission of City Manager's Office is to effectively execute City Council policies, programs, and directives; and to conduct City operations in an efficient, responsible and highly accountable manner.

### Accomplishments of FY2021

- ◇ Carried out policies and direction set forth by the Mayor and City Council.
- ◇ Managed the strategic planning and budget process for Fiscal Year 2021.
- ◇ Continued to proactively pursue economic development in accordance with the city's Residential and commercial and Retail development plan.
- ◇ Continued to build and maintain a relationships-driven employee culture.
- ◇ Presented the Parks Master Plan for North Park.
- ◇ Combined Executive Assistant Position with Assistant City Secretary

### Objectives of FY2022

- ◇ Continue to proactively pursue economic development in accordance with the city's residential and commercial and retail development plan.
- ◇ Implement a plan for improved road replacement, maintenance and rehabilitation.
- ◇ Continue to promote fiscal transparency and cost savings throughout the organization.
- ◇ Continue to re-balance and "right-size" staffing.
- ◇ Continue to carry out policies and direction set forth by the Mayor and City Council.
- ◇ Continue to build and maintain a relationships-driven employee culture of empowerment and accountability.

EXPENDITURES	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Personnel	\$580,055	\$538,636	\$593,326	\$594,060
Operations	2,276	7,665	7,374	11,665
<b>Total</b>	<b>\$582,330</b>	<b>\$546,301</b>	<b>\$600,700</b>	<b>\$605,725</b>

STAFFING	Class	Range	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
City Manager	1001	101	1	1	1	1
Assistant City Manager	1002	95	1	1	1	1
Executive Assistant	2001	47	1	1	0	1
<b>TOTAL</b>			<b>3</b>	<b>3</b>	<b>2</b>	<b>3</b>

## CITY SECRETARY

### Mission Statement

The mission of the City Secretary's Office is to record all actions of City Council, guarantee the authenticity of all official documents and provide for their safekeeping and retrieval, administer City Elections and the City's Records Management Program, provide public information by personal contact and through media sources.

### Accomplishments of FY2021

- ◇ The General and Special LEC Bond Election was successfully done.
- ◇ Produced 35 Council agendas within the allocated deadline.
- ◇ Produced all Council meeting minutes – total of 34 - on time.
- ◇ Produced several new proclamations and formatted several letters of Council correspondence – several on late notice.
- ◇ Produced several Council Agenda Memo Cover sheets, and assisted legal with information regarding resolutions, memos, and ordinances.
- ◇ Coordinated Council/Board & Commission joint meetings for group interaction.
- ◇ Processed 852 Open Records Requests.
- ◇ Assisted the Public Facility Corporation and held 3 meetings.
- ◇ Destroyed 148 boxes of records from Water Tower storage unit.
- ◇ Assisted Ethics Commission on training and efficiency.
- ◇ Assisted Charter Review Committee for their presentation to Council.

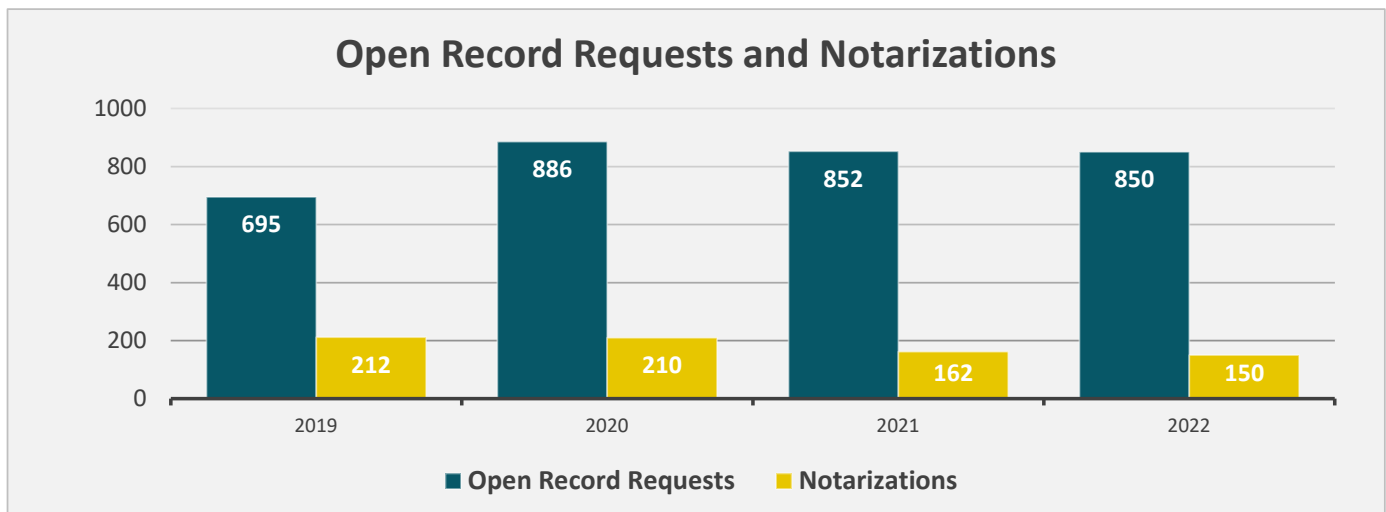
### Objectives of FY2022

- ◇ Continued the quality efficiency of the department in regard to agendas, minutes, and information requests.
- ◇ Complete the transferring of records from the water tower and city hall to the new storage facility.
- ◇ Conduct General and Special Election without error.
- ◇ Provide better quality service for citizens, staff, and Council members
- ◇ Continue record destruction regarding record storage at Water Tower.
- ◇ Assist CM and ACM with administrative duties.
- ◇ Continue certification requirements for TMCA Certification.
- ◇ Coordinate Board/Commission banquet for November 2022.

EXPENDITURES	Actual FY 2020	Adopted FY 2021	Projected FY 2021	Adopted FY 2022
Personnel	\$205,463	\$211,765	\$227,568	\$229,042
Operations	19,886	32,620	25,989	35,620
<b>Total</b>	<b>\$225,349</b>	<b>\$244,385</b>	<b>\$253,557</b>	<b>\$264,662</b>

STAFFING	Class	Range	Actual FY 2020	Adopted FY 2021	Projected FY 2021	Adopted FY 2022
City Secretary	1110	74	1	1	1	1
Assistant City Secretary	1120	50	1	1	1	1
<b>Total</b>			<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

	PERFORMANCE MEASURES	Actual FY2019	Actual FY2020	Actual FY2021	Target FY2022
Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures	Number of open records requests processed	695	886	886	900
	% of citizen inquiries responded to within 24 hours	98%	98%	98%	98%
	% of documents completed, signed, and scanned within 48 hours of council approval	99%	99%	99%	99%
	% of council meeting minutes transcribed within 72 hours following council meeting	99%	99%	99%	99%
	% of alcohol permits processed within 24 hours of receiving approval from Planning Director and TABC	100%	100%	100%	100%
	% of Council agendas posted to the website as legally required	100%	100%	100%	100%
	% of agendas available to citizens within legally required timeframe	100%	100%	100%	100%
	% of agendas available to citizens within legally required timeframe	100%	100%	100%	100%
	Number of notarizations performed for citizens and staff	212	210	210	175
	No of boxed records destroyed according to retention schedule	155	145	145	150



## CITY COUNCIL

### Mission Statement

The City Council shall faithfully discharge all duties imposed by the City Charter, the Constitution and the laws of the State of Texas, independently and impartially, deciding all matters brought before them in a responsive, capable and efficient manner to all citizens and to each other.

### Accomplishments of FY2021

- ◇ Provided policy direction for major development projects.
- ◇ Conducted joint meetings with Boards/Commissions to enhance board efficiency and utilization.
- ◇ Selected and appointed board members.
- ◇ Majority of Council attended the 2021 TML Conference in Houston.

### Objectives of FY2022

- ◇ Continue to provide policy direction for major developments and projects.
- ◇ Provide guidance for City Management.
- ◇ Affirm and reinforce City's commitment to financial sustainability.
- ◇ Continue to acquire municipal knowledge through TML association and attendance at the 2023 TML Conference in San Antonio.

EXPENDITURES	Actual FY 2020	Adopted FY 2021	Projected FY 2021	Adopted FY 2022
Personnel	\$6,025	\$5,200	\$5,200	\$5,200
Operations	14,939	19,080	13,450	33,680
<b>Total</b>	<b>\$20,964</b>	<b>\$24,280</b>	<b>\$18,650</b>	<b>\$38,880</b>

No employees in this division.



**HALTOM CITY**



# FINANCE

## Mission Statement

The Finance Department is responsible to optimally manage the City's resources through budgeting, purchasing, management analysis and financial reporting. The Director serves as the Chief Financial Officer of the City and acts as the primary contract with the City's outside auditors, bond council, rating agencies and underwriters. Finance Department also provides general supervision and oversight of all revenue collection for the City.

## Accomplishments of FY2021

- ◇ Received an unmodified (clean) opinion on the Comprehensive Annual Financial Report (CAFR)
- ◇ Awarded the Government Finance Officers Association (GFOA) "Certificate of Achievement for Excellence in Financial Reporting" for the high standard and level of financial reporting
- ◇ Awarded the Government Finance Officers Association (GFOA) "Distinguished Budget Presentation Award" for the high standard and level of the annual budget document
- ◇ Maintained the city's AA- and Aa3 bond rating on the General Obligation Bonds
- ◇ Issued \$29,000,000 Certificates of Obligation Bonds
- ◇ Began Implementation of New Financial Software Suite with Munis
- ◇ Managed the Financial content of new Water and Wastewater Rate Study and established new Fee Structure

## Objectives of FY2022

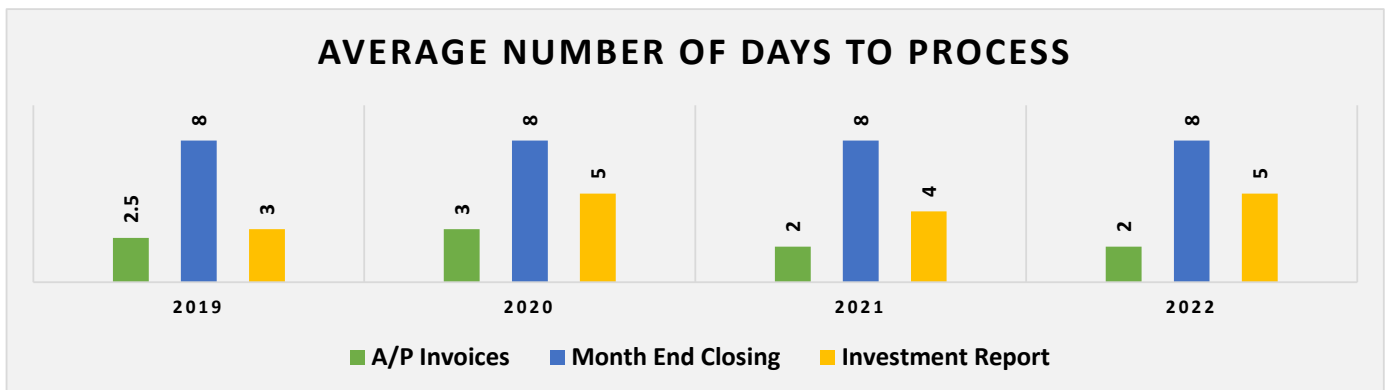
- ◇ Receive an unmodified (clean) opinion on the Comprehensive Annual Financial Report (CAFR)
- ◇ Maintain the high standard and level of financial reporting for obtaining GFOA "Certificate of Achievement for Excellence in Financial Reporting"
- ◇ Maintain the high standard and level of the annual budget document for obtaining GFOA "Distinguished Budget Presentation Award"
- ◇ Monitor Revenues of New Fee Schedule
- ◇ Continue cost saving measures by converting payments to vendor from manual checks to electronic funds
- ◇ Implement the Remaining Suites of New Software and begin UB Modules
- ◇ Update financial policies and procedures



EXPENDITURES	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Personnel	\$398,576	\$507,749	\$524,288	\$555,899
Operations	50,902	52,600	164,000	123,600
<b>Total</b>	<b>\$449,478</b>	<b>\$560,349</b>	<b>\$688,288</b>	<b>\$679,499</b>

STAFFING	Class	Range	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Director of Finance	2101	86	1	1	1	1
Assistant Director of Finance/Controller	2102	70	1	1	1	1
Purchasing Agent	2401	61	1	1	1	1
Budget Analyst/Accountant	2201	61	1	1	1	1
Account Technician	2202	43	2	1	1	1
<b>Total</b>			<b>6</b>	<b>5</b>	<b>5</b>	<b>5</b>

	PERFORMANCE MEASURES	Actual FY2019	Actual FY2020	Actual FY2021	Target FY2022
<b>Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures</b>	Average number of days to process accounts payable invoices	2.5	3	2	2
	Average number of business days to close month end	8	8	8	8
	Average number of days to complete Quarterly Investment Report	3	5	4	5
	Percent of monthly financial reports distributed to departments within 10 days of month end	92%	100%	90%	100%
	Number of GFOA awards received	2	2	2	2



# HUMAN RESOURCES AND RISK MANAGEMENT

## Mission Statement

Human Resources will develop, implement and administer programs and services that enable the City to recruit and retain a highly qualified workforce.

## Accomplishments of FY2021

- ◇ Implemented new medical, dental and vision provider after bidding these products for the FY22 plan year.
- ◇ Implemented changes to employee compensation approved in the budget
- ◇ Processed 57 payrolls (26 bi-weekly, 30 fire and 1 sick buy-back)
- ◇ Cybersecurity training for all employees and elected officials conducted and reported to the State
- ◇ Implemented pre-employment screening assessments through the applicant tracking software that can be customized to each job
- ◇ Updated COBRA benefit communications based on changes to the law due to Covid; changes were effective through September 2021.
- ◇ Managed 32 non-COVID-19 worker's compensation claims; processed 56 Covid cases/exposures.

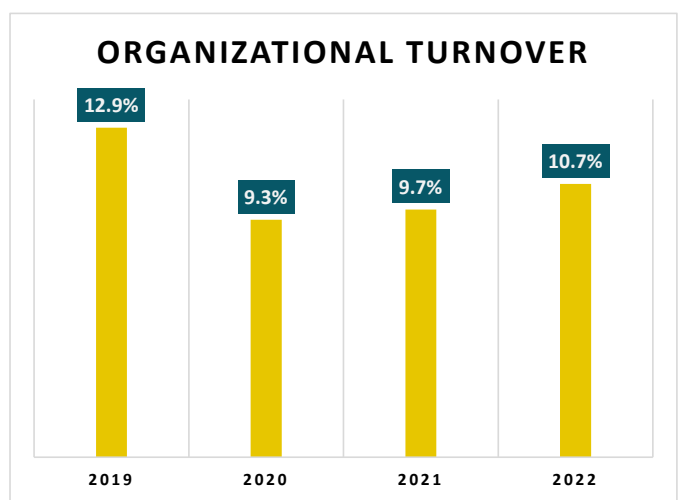
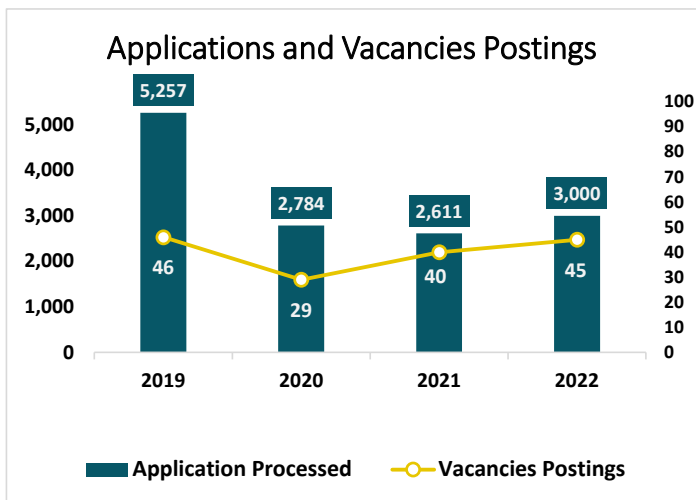
## Objectives of FY2022

- ◇ Conduct job audits on a minimum of four employee classifications within the City.
- ◇ Recruit and retain qualified individuals to support operations within the City.
- ◇ Develop and maintain a compensation strategy that reflects the City's goals ensuring that employees are classified and compensated in an appropriate manner.
- ◇ Manage liability claims in a timely and efficient manner to limit exposure and reduce cost.
- ◇ Review employee benefits and bid insurance products that are , medical, dental and vision coverage cost-effective benefit package for employees, dependents, and retirees

EXPENDITURES	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Personnel	\$361,732	\$442,311	\$444,310	\$478,226
Operations	80,223	136,150	126,150	161,942
<b>Total</b>	<b>\$441,955</b>	<b>\$578,461</b>	<b>\$570,460</b>	<b>\$640,168</b>

STAFFING	Class	Range	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Director of Human Resources & Risk Mgmt	1401	85	1	1	1	1
Human Resources Specialist	1404	61	1	1	1	1
Human Resources Generalist	1402	59	1	1	1	1
Human Resources Coordinator	1403	55	1	1	1	1
<b>Total</b>			<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

	PERFORMANCE MEASURES	Actual FY2019	Actual FY2020	Actual FY2021	Target FY2022
<b>Goal 2: Focus on Competitive Employee Compensation &amp; Benefits to Retain and Attract High Quality Staff while maintaining a Relationships-Driven Culture</b>	Number of position vacancies/postings	46	29	40	45
	Number of applications processed	5,257	2,784	2,611	3,000
	HR processes evaluated for efficiency/effectiveness	3	2	2	3
	Number of HR policy/program updates	3	3	2	4
	Percentage of employees receiving internal training	50%	100%	100%	100%
	Organizational turnover (Full time)	12.9%	9.3%	9.7%	10.7%



## PLANNING & COMMUNITY DEVELOPMENT

### Mission Statement

Promote the health, safety, welfare, and the orderly growth and development of the City while encouraging neighborhood vitality and livability, and striving to bring growth that contributes to the tax base, expands job opportunities, and increases economic development opportunities. Provide quality services to all members of the community by providing permitting, inspections, transportation planning, and land use planning assistance. The mission of the Department is to promote a positive City image through preservation/enhancement of property values within the City

### Accomplishments of FY2021

- Mitigated and facilitated following significant development process through platting, permitting and/or zoning:
  - ◇ 2304 Moneda – new 5,170sf additional building for IMC Management Services
  - ◇ 2309 Haltom – remodel 12,000sf tenant space into Gomez Western Wear
  - ◇ 3522 Denton Hwy – remodel 2000sf tenant space into Primrose Dental
  - ◇ 3906 Broadway – new 2,455sf additional building for veterinarian
  - ◇ 3951 Old Denton Road – new 232,719sf office warehouse – LGE
  - ◇ 4250 Broadway – addition/remodel existing building for Rocky's Live
  - ◇ 4527 Belknap – new 4,816sf 6-tenant retail strip center
  - ◇ 5640 Denton Hwy – expansion of 1,242sf for Electric Starship Arcade at 5620 Denton Hwy
  - ◇ 5800 Belknap – new 16,191sf office warehouse for Fortiline

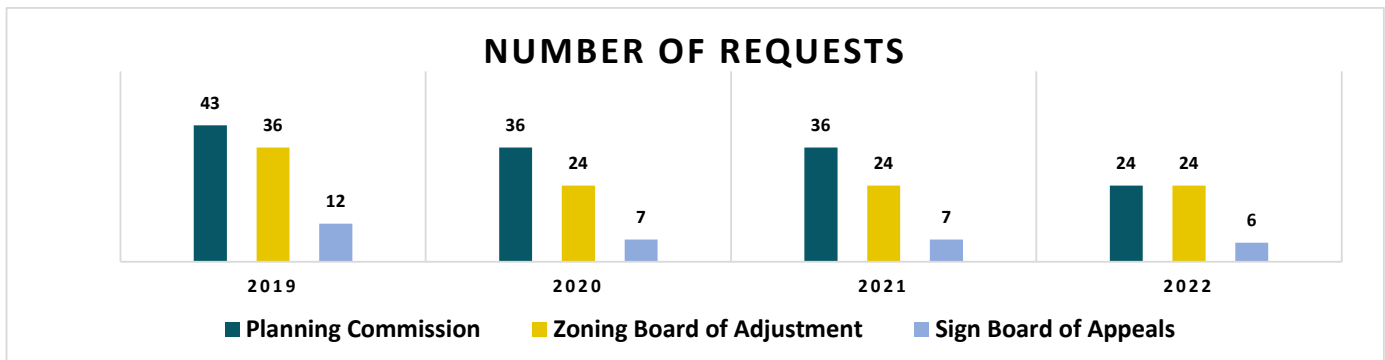
### Objectives of FY2022

- ◇ Continue to facilitate CLUP amendments as necessary until a funding source is identified for a new comprehensive plan.
- ◇ Ensure that the minimum standards of each adopted code and ordinance are met for new and renovated structures, while conducting complete initial plan reviews of all submittals in a timely manner.
- ◇ Offer exceptional customer service responding to inspection requests within 24 hours.
- ◇ Maximize the economic benefits of projects throughout the City by capitalizing on the City's strategic location in the DFW metropolitan area.
- ◇ Work with non-profit charitable organizations (example, Mended Network and Mid-Cities Care Corp) who provide property enhancement and rehabilitate projects for citizens, especially senior citizens and veterans.

EXPENDITURES	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Personnel	\$671,009	\$1,047,935	\$1,050,798	\$1,133,956
Operations	6,986	32,681	20,417	37,500
<b>Total</b>	<b>\$677,995</b>	<b>\$1,080,616</b>	<b>\$1,071,215</b>	<b>\$1,171,456</b>

STAFFING	Class	Range	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Director of Planning & Community Development	1801	85	1	1	1	1
Assistant Director/Planning/Project Manager	1803	71	1	1	1	1
Building Official	1802	67	1	1	1	1
Building Inspect	1804	57	1	1	1	1
Code Enforcement Officer	1805	50	0	5	5	5
Fire Inspector	3409	50	1	1	1	1
Planning and Permit Coordinator	1807	41	1	1	1	1
Permit Technician	1806	39	2	2	2	2
<b>Total</b>			<b>8</b>	<b>13</b>	<b>13</b>	<b>13</b>

	PERFORMANCE MEASURES	Actual FY2019	Actual FY2020	Actual FY2021	Target FY2022
<b>Goal 1: Continue to Cultivate the Commercial and Retail Development Plan for a successful Economic Development Environment</b>	Number of requests before the Planning and Zoning Commission	43	36	36	24
	Number of requests before the Zoning Board of Adjustment	36	24	24	24
	Number of requests before the Sign Board of Appeals	12	7	7	6
	Number of requests before the Hearings Board	0	0	0	2
	New residential construction permits	33	116	116	150
<b>Goal 3: Promote and Support Safety and Security within Our Community while providing Quality Services</b>	New residential construction value	\$6,705,831	\$33,139,498	\$33,139,498	\$35,000,000
	New commercial construction permits	13	17	17	20
	New commercial construction value	\$29,961,182	\$125,736,696	\$125,736,696	\$100,000,000
	Certificate of occupancy applications	298	269	269	250
	Percent of inspections completed within 24 hours	100%	100%	100%	100%
	Percent of plans reviewed within 20 working days	95%	95%	95%	95%



# INFORMATION TECHNOLOGY SERVICES

## Mission Statement

IT Services is dedicated to providing secure, consistent, and reliable technological resources for the staff and community of Haltom City, Texas

## Accomplishments of FY2021

- ◇ Replaced VOIP Phone system with system we could manage in house. Savings are around \$2,000 per month on licensing plus improved support time.
- ◇ Finished migrating desktops from Windows 7 to Windows 10 at all city locations.
- ◇ Started process of upgrading Wireless data connections from sites with only one internet connection. This allows for more reliable redundant data connections.
- ◇ Replaced remaining 8-year-old HP Hypervisors with new Dell servers configured with the needs of the city in mind.
- ◇ Conducted a long needed actual inventory of the city's Microsoft licensing to ensure we are in compliance with what we have and what we use.
- ◇ Migrated STW to 2016 production server from a 2008 unsupported server.
- ◇ Have new system in place that allows our network to be managed from one console. This is a time saving measure when you are troubleshooting network problems.
- ◇ Responded to 2332 tickets.
- ◇ Have Server and Networking monitoring configuration that allows the IT staff to know when there are outages in the network and when connectivity is lost to essential servers.

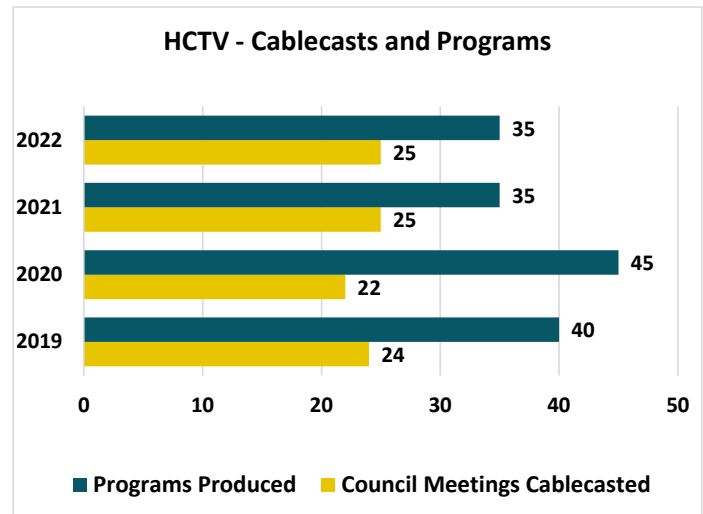
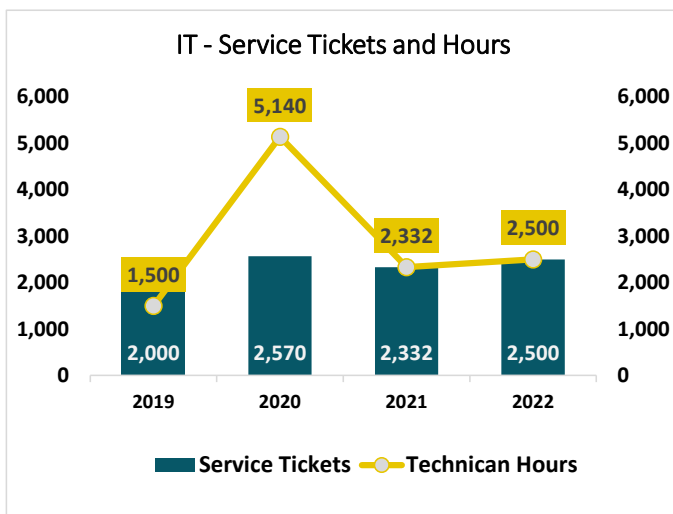
## Objectives of FY2022

- ◇ Help PD and all departments by adding and replacing security cameras at several sites that have old non-working cameras. Add cameras in parks and buildings that need to have cameras.
- ◇ Add efficiency by refreshing old 7010 Desktops in current environment with Dell 3070 desktops. This is part of a 5-year computer refresh process.
- ◇ Improve redundant wireless data circuits and wireless networks between FD2 and FD1, Animal Services and FD1, and Library to FD3 with devices that will be run in a frequency that is not common to other wireless in the area.
- ◇ Add full Disaster Recovery site to Library until new PD is built.
- ◇ Replace outdated fiber between City Hall to Rec Center, City Hall to PD, City Hall and FD1, City Hall to new Senior Center with up to date fiber that is capable of delivering the data required between locations.
- ◇ Continue to improve internal network infrastructure with monitoring and stats to identify areas that need improvement.

EXPENDITURES	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Personnel	\$545,667	\$570,380	\$556,512	\$621,620
Operations	307,226	296,275	290,429	398,825
<b>Total</b>	<b>\$852,893</b>	<b>\$866,655</b>	<b>\$846,941</b>	<b>\$1,020,445</b>

STAFFING	Class	Range	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Director of Information Technology	1301	85	1	1	1	1
Network Administrator	1304	69	1	1	1	1
GIS Analyst	1303	60	1	1	1	1
Web Administrator/Media Technician	1203	60	1	1	1	1
Computer Services Technician	1302	53	2	2	2	2
<b>Total</b>			<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>

	PERFORMANCE MEASURES	Actual FY2019	Actual FY2020	Actual FY2021	Target FY2022
<b>Goal 3: Promote and Support Safety and Security within Our Community while providing Quality Services</b>	Number of resolved service tickets	2,000	2,570	2,332	2,500
	Total technician hours spent resolving service tickets	1,500	5,140	4,664	5000
	Number of City Council meetings recorded/cablecast	24	22	25	25
	Number of programs produced	40	45	35	35
	Number of hours per day of programming cablecasted	10	8	8	8
	Website Sessions	263,000	328,000	350,000	350,000
	Website Pageviews	593,000	766,000	1,050,000	1,200,00
	Number of web pages published for year	210	461	400	40



## FLEET SERVICES

### Mission Statement

The mission of the Fleet Services Department is to ensure City fleet vehicles and motorized equipment are utilized and maintained in a manner that provides the best possible support to City operations through economical and environmentally responsible fleet management.

### Accomplishments of FY2021

- ◇ Parts Inventory minimized to increase efficiency in the auditing process and parts location and reduce costs associated with purchasing parts for inventory.
- ◇ PM Services for equipment increased, allowing for a longer duration of use for the equipment and safer operation.
- ◇ Received recognition from city departments on the increased customer service and quality of service fleet provides.
- ◇ During the extended severe winter weather event provided staffing to ensure all equipment was operational.

### Objectives of FY2022

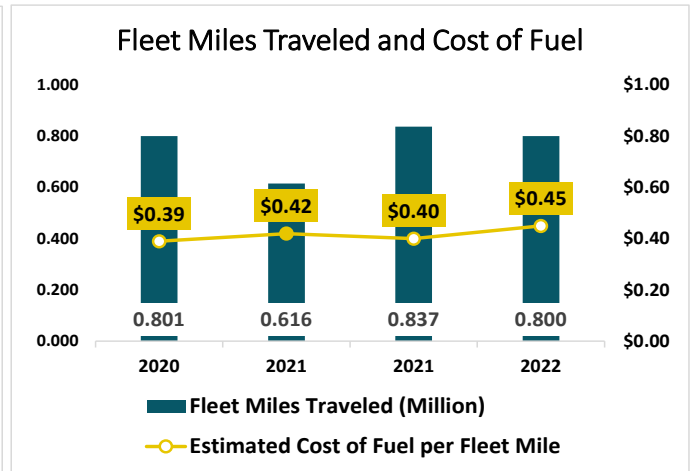
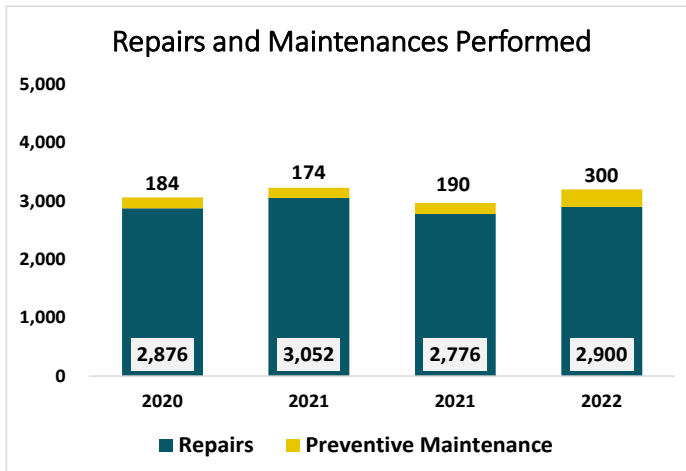
- ◇ Provide for scheduled and non-scheduled repairs to City-owned vehicles and equipment.
- ◇ Provide Emergency Vehicle Tech Certification for all technicians and Automotive Service Excellence Certifications for all personnel.
- ◇ Evaluate overall fleet operations and customer service, improving any deficiencies identified.
- ◇ Evaluate mileage traveled and fuel usage to determine ways to become more efficient.
- ◇ To continue with the private-public partnership with Enterprise to help facilitate a more efficient maintenance program and vehicle replacement model.



EXPENDITURES	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Personnel	\$255,226	\$277,661	\$280,081	\$302,226
Operations	287,382	485,550	477,424	544,050
<b>Total</b>	<b>\$542,608</b>	<b>\$763,211</b>	<b>\$757,505</b>	<b>\$846,276</b>

STAFFING	Class	Range	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Fleet Services Supervisor	1903	54	0	0	1	1
Senior Auto Mechanic	1902	50	1	1	0	0
Auto Mechanic	1904	45	2	2	3	3
Fleet Service Worker	1905	34	1	1	0	0
<b>Total</b>			<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>

	PERFORMANCE MEASURES	Actual FY2019	Actual FY2020	Actual FY2021	Target FY2022
<b>Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures</b>	Total number of repairs completed	2,666	3,052	2,776	2,900
	Number of preventive maintenance completed	117	174	190	300
	Total number of vehicles/equipment maintained	336	336	330	336
	Total number of fleet miles traveled	674,620	615,753	836,986	800,000
	Estimated cost of fuel per fleet mile	\$0.44	\$0.42	\$0.40	\$0.45
<b>Goal 2: Focus on Competitive Employee Compensation &amp; Benefits to Retain and Attract High Quality Staff while maintaining a Relationships-Driven Culture</b>	Number of training classes attended	8	8	20	16



## BUILDING MAINTENANCE

### Mission Statement

Building Maintenance Division ensures a safe and comfortable working environment for all employees in City facilities as well as to provide prompt response, quality service and the efficient resolution of maintenance problems.

### Accomplishments of FY2021

- ◇ Added new dumpster enclosure at City Hall.
- ◇ Added new circuits and cubicle for CID at police department.
- ◇ Replaced fuel tank for Fire Department 2 generator.
- ◇ Ran new camera cables for cameras at Police Station.
- ◇ Installed new cedar fence and footer on the south side of Public Works facilities.
- ◇ Added new transfer switch to Police Department generator.
- ◇ Added new sink, counter, faucet, and refrigerator for pre-council room.
- ◇ Repaired the recirculation system at Fire Department 2.
- ◇ Added new ceiling in Utility Billing area for new microphones and counter glass.
- ◇ Added new microphones for Court area customer service window.
- ◇ Installed new drive thru window at utility billing office.
- ◇ Priced new utility relocations for new Law Enforcement Center.

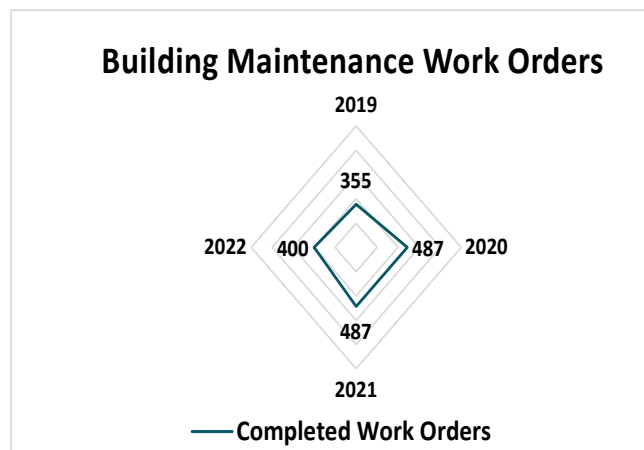
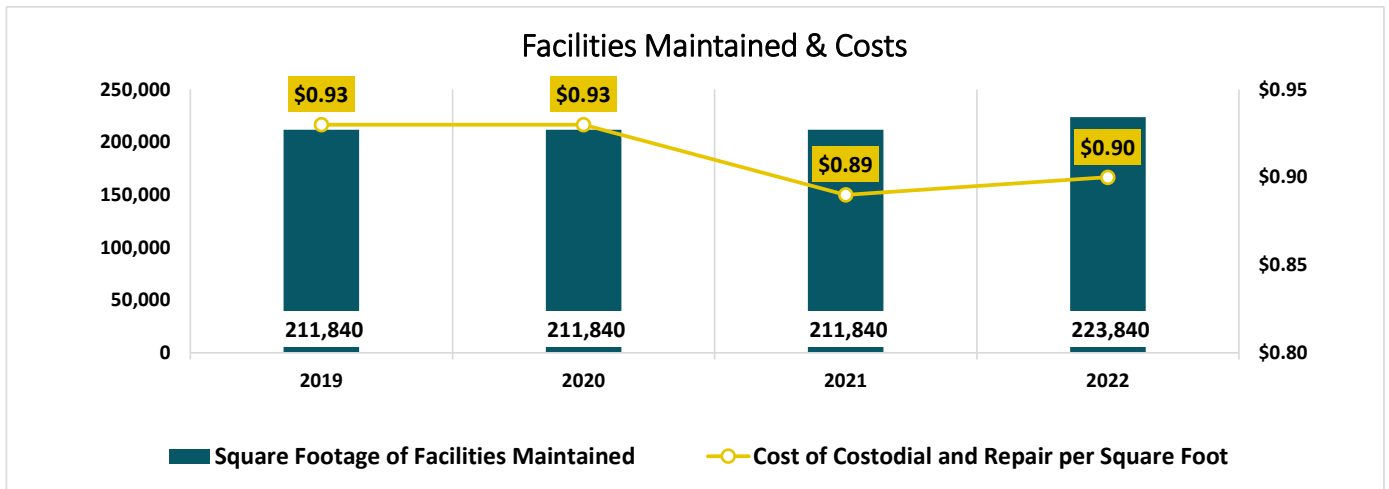
### Objectives of FY2022

- ◇ Provide a better and more efficient building maintenance program through prompt response in performing and supervising repair activities.
- ◇ Provide a comprehensive preventative maintenance program to ensure the efficiency and availability of building systems.
- ◇ Ensure a suitable working environment for City employees through proper maintenance, thereby providing better service to citizens.
- ◇ Install new walls on northside of the building and new closet in multipurpose room.
- ◇ Assist Parks Department in demolition of the old bathroom and installation of new bathroom at North Park.
- ◇ Install security lighting on northwest lot at Public Works building.
- ◇ Install new door and security access at Parks Maintenance Building.

EXPENDITURES	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Personnel	\$155,401	\$156,580	\$156,554	\$172,676
Operations	423,542	443,800	227,921	693,800
Capital	0	0	200,000	400,000
<b>Total</b>	<b>\$578,943</b>	<b>\$600,380</b>	<b>\$584,475</b>	<b>\$1,266,476</b>

STAFFING	Class	Range	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Public Works Crewleader	2905	49	1	1	1	1
Building Maintenance Mechanic	2908	42	1	1	1	1
<b>Total</b>			<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

	PERFORMANCE MEASURES	Actual FY2019	Actual FY2020	Actual FY2021	Target FY2022
Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures	Completed work orders	355	487	487	400
	Percent of repairs completed with 48 hours	95%	95%	95%	95%
	Total square footage of facilities maintained	211,840	211,840	211,840	223,840
	Custodial and repair services expenditure per square foot	\$0.93	\$0.93	\$0.89	\$0.90
	Percentage of energy efficient city facilities	10%	>0.5%	>4.9%	>5%



## Animal Services

The Animal Services Division enforces City ordinances concerning domestic pets and livestock and responds to citizen concerns, complaints and questions. This division also oversees the care and maintenance of a modern, well-equipped animal shelter and adoption center.

### Mission Statement

The Animal Services Division strives to provide professional and compassionate service to the public in resolving animal related complaints, caring for impounded animals, and ensuring the humane treatment of animals in the City.

### Objectives of FY2022

- ◇ Review and update Policies and Procedures.
  - ◇ Review and update ordinances.
  - ◇ Update Volunteer Program.
  - ◇ Review Trap, Neuter, Release Program.
  - ◇ Update and transition to Tough Books Hardware.
  - ◇ Train and implement additional features on PetPoint Software.
  - ◇ Review and Improve Community Outreach.
- Animal Services is a new department added this year.

EXPENDITURES	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Personnel	\$0	\$0	\$0	\$375,302
Operations	0	0	0	32,500
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$407,802</b>

STAFFING	Class	Range	Actual FY2020	Adopted FY 2021	Projected FY2021	Adopted FY2022
Animal Services Supervisor	3301	56	1	1	1	1
Senior Animal Services Officer	3305	44	0	0	0	1
Animal Services Officer	3303	43	3	3	3	2
Kennel Attendant	3304	37	1	1	1	1
<b>Total</b>			<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>



## POLICE

### Mission Statement

The Haltom City Police Department is a professional organization committed to excellence, integrity, compassion and vigilance. We will partner with the community and selflessly commit ourselves to making Haltom City a better place to live, work and visit.

### Accomplishments of FY2021

- ◇ Police responded to over 39,800 calls for service.
- ◇ Applied for and received grant funding to create a mental health coordinator position with our partner cities of Richland Hills and Watauga.
- ◇ A bond election for a new law enforcement center was held and successfully passed by voters.

### Objectives of FY2022

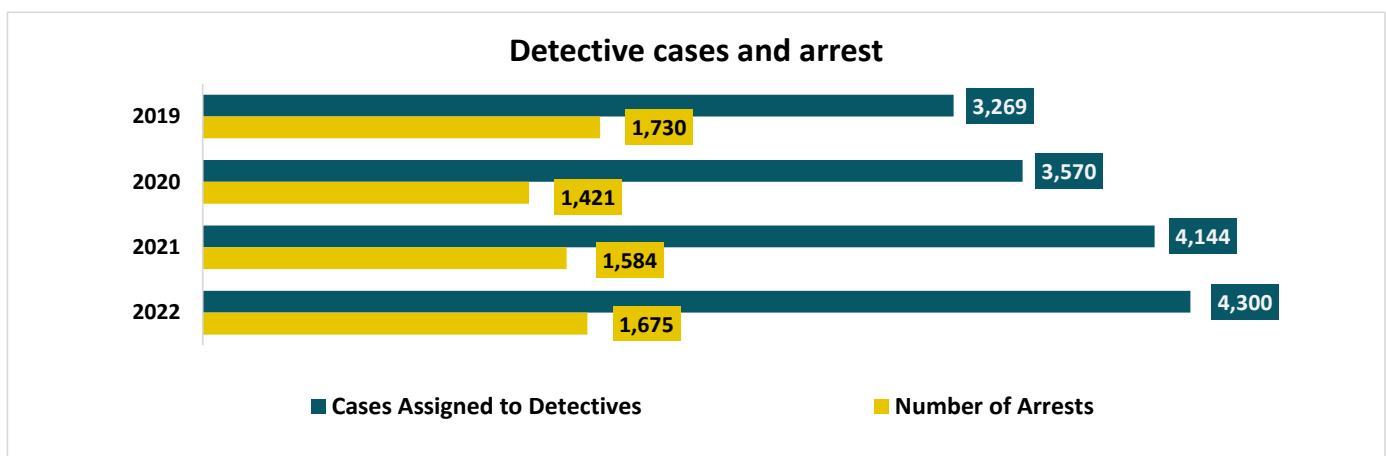
- ◇ Continue to promote Haltom City in terms of safety, security and environment by supporting current proactive enforcement activities and programs, as well as initiating additional activities and programs as needed.
- ◇ Continue to provide proactive enforcement activities utilizing the Patrol Operations and Investigative Services Divisions. These activities include, but are not limited to, DWI Enforcement Unit, Bicycle Unit, K-9 Unit, and regional efforts through participation in the Tarrant County Auto Theft Task Force. Current proactive enforcement programs include the Crime Free Multi-Housing Program and the School Resource Officer Program.
- ◇ Manage our Shared Services Agreement for Dispatch and Detention services.
- ◇ Continue to improve service to the city via the Shared Services.
- ◇ Market Haltom City Police Department to continue to recruit qualified applicants to minimize the impact of staffing issues.
- ◇ To design and begin construction on the new law enforcement center.

EXPENDITURES	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Personnel	\$8,555,243	\$8,879,567	\$8,851,681	\$9,411,043
Operations	1,022,512	1,098,379	1,044,282	1,081,434
<b>Total</b>	<b>\$9,577,756</b>	<b>\$9,977,946</b>	<b>\$9,895,963</b>	<b>\$10,492,477</b>

STAFFING	Class	Range	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Police Chief	3001	89	1	1	1	1
Police Captain	3003	GS81	4	4	4	4
Police Sergeant	3004	GS75	12	12	12	12
Police Corporal	3005	GS68	5	5	5	5
Police Officer	3007	GS63	49	51	51	51
Public Safety Project Manager	3101	73	1	1	1	1
Community Healthcare Specialist	3102	75	0	0	0	1
Mental Health Coordinator	3103	60	0	0	0	1
Property & Crime Scene Technician	3105	50	1	1	1	1
Code Enforcement Officer	1805	50	5	0	0	0
Administrative Assistant	2002	43	1	1	1	1
Community Services Asst./Admin Secreta	3104	43	1	1	1	1
Police Records Clerk	3202	37	2	2	2	2
Animal Services Supervisor	3301	55	1	1	1	0
Animal Services Officer	3303	43	3	3	3	0
Kennel Attendant	3304	37	1	1	1	0
<b>Total</b>			<b>87</b>	<b>84</b>	<b>84</b>	<b>81</b>

\*Animal Services moved to their own department starting FY2022

	PERFORMANCE MEASURES	Actual FY2019	Actual FY2020	Actual FY2021	Target FY2022
<b>Goal 3: Promote and Support Safety and Security within Our Community while providing Quality Services</b>	Number of calls for service	38,729	38,117	39,897	41,900
	Number of cases assigned to detectives	3,269	3,570	4,144	4,300
	Number of warrants issued by CID (Felony, Misdemeanor, Search)	1,831	456	351	400
	Number of arrests	1,730	1,421	1,584	1,675



# FIRE

## Mission Statement

To protect lives and property in our community from the adverse effect of fire, medical, environmental, and other emergencies through programs and services delivered with integrity, compassion, and respect without prejudice.

## Accomplishments of FY2021

- ◇ Compliant to NFPA 1710 with an average response time of 5:29 minutes to all emergencies.
- ◇ Completed 12,322 total training hours and averaged 246 hours per member.
- ◇ Completed a Groundbreaking Ceremony and began construction of the new Fire Station #3 to 80% completion.
- ◇ Assisted Texas Task Force 1, 2 and TIMAS, with responses to several statewide natural disasters.
- ◇ Collected \$204,974.78 from Texas Task Force and TIMAS for reimbursement and put back into the General Fund.
- ◇ Successfully filled the Emergency Management Coordinator Position.
- ◇ Implemented new health and safety policies and deployment models in response to the COVID-19 Pandemic.
- ◇ Developed and deployed a Firefighter COVID Strike Team and successfully assist Tarrant County with COVID testing and Vaccines throughout the community.
- ◇ Conducted an annual review of the Advanced Emergency Management Plan.

## Objectives of FY2022

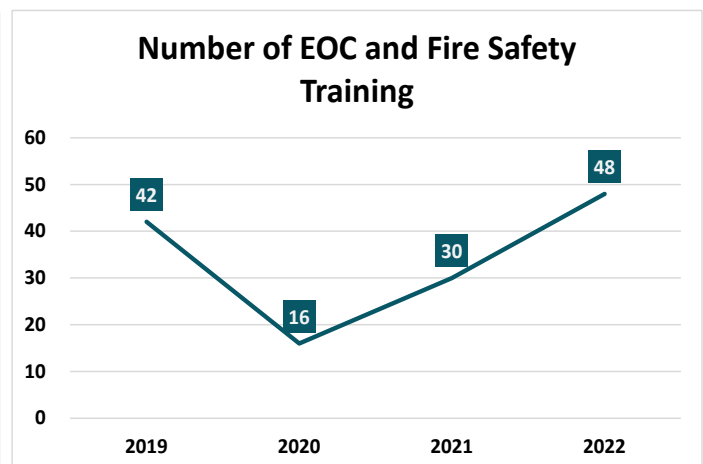
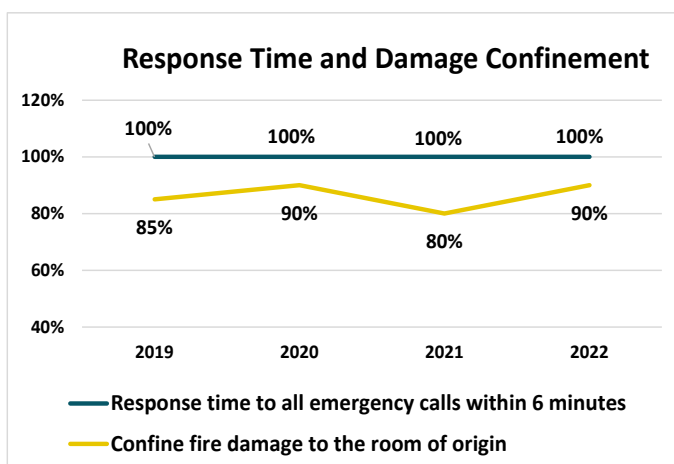
- ◇ Compliant to NFPA 1710 with an average response time of 6 minutes or less to all emergencies.
- ◇ Ultimately, achieve a working smoke detector in every home, but a reasonable goal of 100 smoke detectors per year is practical.
- ◇ Continue professional development for all ranks utilizing the TCFP certification program. Average 240 hours per member of documented training annually to help maintain our ISO #1 rating.
- ◇ Complete all business occupancies, hotels, schools, multi-family, and target hazard inspections annually.
- ◇ Continue to educate the public about common hazards and health risks, utilizing risk reduction programs.
- ◇ Complete annual review of Emergency Management Plan.
- ◇ Complete construction and move into the new Fire Station #3.



EXPENDITURES	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Personnel	\$6,560,234	\$7,020,850	\$6,799,233	\$7,969,164
Operations	375,897	387,879	386,944	483,700
Capital	18,338	20,000	20,000	20,000
<b>Total</b>	<b>\$6,954,469</b>	<b>\$7,428,729</b>	<b>\$7,206,177</b>	<b>\$8,472,864</b>

STAFFING	Class	Range	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Fire Chief	3401	89	1	1	1	1
Deputy Fire Chief - Operations	3402	79	1	1	1	1
Fire Marshal	3403	79	0	1	1	1
Emergency Management Coordinator	3406	73	1	1	1	1
Fire Battalion Chief	3404	GS81	4	4	4	4
Fire Lieutenant	3405	GS75	13	13	13	13
Firefighter/Driver	3407	GS68	12	12	12	12
Firefighter	3408	GS63	24	24	24	24
Administrative Assistant	2002	43	1	1	1	1
Customer Service Representative	2304	38	0	1	1	1
<b>Total</b>			<b>57</b>	<b>59</b>	<b>59</b>	<b>59</b>

	PERFORMANCE MEASURES	Actual FY2019	Actual FY2020	Actual FY2021	Target FY2022
<b>Goal 3: Promote and Support Safety and Security within Our Community while providing Quality Services</b>	Response time to all emergency calls within 6 minutes	100%	100%	100%	100%
	Confine fire damage to the room of origin	85%	90%	80%	90%
	Fire inspection for all multi-family and commercial units	100%	*34% COVID	*51% COVID	100%
	Investigate and determine fire cause for all fire incidents	100%	100%	100%	100%
<b>Goal 2: Focus on Competitive Employee Compensation &amp; Benefits to Retain and Attract High Quality Staff while maintaining a Relationships-Driven Culture</b>	Compliant of 240 hours of documented training per member	100%	100%	100%	100%
	Community Risk Reduction: fire safety and public education training	42	*16 COVID	*30 COVID	48



## MUNICIPAL COURT

### Mission Statement

The Municipal Court is the Judicial Branch of City government. The court is organized into the Judiciary and Court Administration. The mission of the Judiciary is to provide fair and impartial justice to the citizens of Haltom City. The mission of the Court Administration is to support the Judiciary by assisting the public with competence and patience and by managing court operations with skill and economy. The Marshal's Office is under Court Administration and is charged with the execution and clearance of arrest warrants as well as serving court documents. The Marshal's Office also provides security for the court and court staff.

### Accomplishments of FY2021

- ◇ We were able to implement virtual court for when in-person court isn't available.
- ◇ Verified that the legislative updates have been implemented.
- ◇ Marshal's continue to work on getting defendants in to take care of their warrants in an attempt to reduce the amount of warrants.
- ◇ Perdue has done a fall warrant amnesty program to get defendants in to process their warrants.

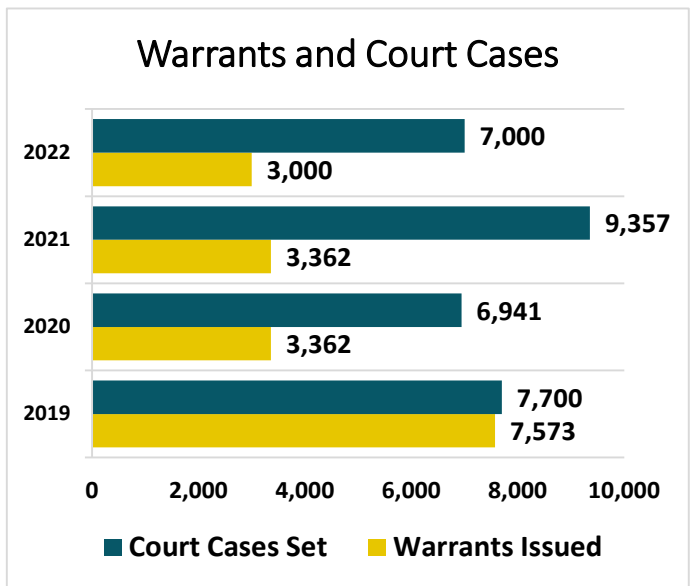
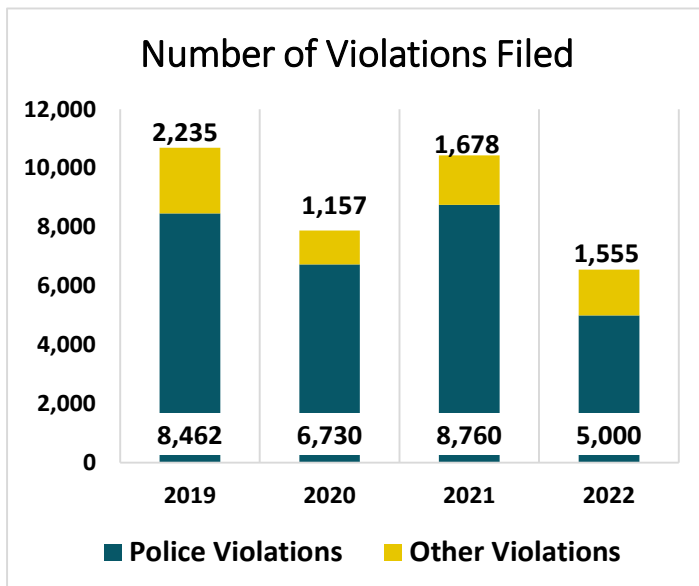
### Objectives of FY2022

- ◇ Crosstrain another clerk for the warrant clerk position as a back up.
- ◇ Update Jury Pool due to having a very outdated list from our tax office.
- ◇ Set up individual registers and log in for each clerk.
- ◇ Add deferred and driving safety class options onto our insite web page for defendants to be able to do on-line and train clerks to process.

EXPENDITURES	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Personnel	\$476,521	\$505,537	\$505,154	\$544,655
Operations	29,812	56,670	35,500	48,500
<b>Total</b>	<b>\$506,333</b>	<b>\$562,207</b>	<b>\$540,654</b>	<b>\$593,155</b>

STAFFING	Class	Range	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Court Clerk/Court Supervisor	2503	52	1	1	1	1
Deputy Court Clerk/Warrant Clerk	2505	42	1	1	1	1
Deputy Court Clerk	2506	38	3	2	2	2
Deputy Court Clerk/Juvenile Case Manage	2507	38	1	1	1	1
Marshal	2508	57	1	1	1	1
<b>Total</b>			<b>7</b>	<b>6</b>	<b>6</b>	<b>6</b>

Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures	Number of Police Department violations filed	8,462	6,730	8,760	5,000
	Number of Municipal Court violations filed	1,986	983	1,461	1,500
	Number of Animal Control ordinance violations filed	50	14	20	50
	Number of Code Enforcement violations filed	194	159	169	5
	Number of Fire Department violations filed	5	1	28	0
	<b>Total Number of violations filed</b>	<b>10,697</b>	<b>7,887</b>	<b>10,438</b>	<b>6,555</b>
	Number of warrants issued	7,573	3,362	3,362	3,000
	Number of court cases set	7,700	6,941	9,357	7,000
	Clearance rate for warrants	94%	100%	118%	90%
	Cases closed within 90 days	11%	6%	12%	10%
	Clearance rate for cases	96%	45%	84%	95%



## STREET AND DRAINAGE

### Mission Statement

To perform maintenance of streets, drainage and traffic control systems in a manner that will provide for the safe and efficient movement of traffic and to ensure flow of storm water through the enclosed drainage collection system.

The Street Maintenance Department general duties and responsibilities include: maintain and repair streets, sweep streets and curbs, maintain and install traffic control devices (signs, signals and pavement markings), maintain and mow city owned properties.

### Accomplishments of FY2021

- ◇ Milled and replaced the 3100 Block of Meadow Oaks Drive with 120 tons of Type D mix (Surface Mix).
- ◇ With mutual aid from Tarrant County, remixed the subgrade and replaced the surface of McCullar Road with 835 tons of Type D mix.
- ◇ With mutual aid from Tarrant County, milled and overlaid Hadley Street (Fincher Road to Friendly Lane) with 370 tons of Type D mix.
- ◇ Used 675 tons of Hot Mix Asphalt for street cut repairs.
- ◇ Used 18 tons of Cold Mix Asphalt for potholes.
- ◇ Replaced 211 regulatory Signs.
- ◇ Conducted 613 tests on the traffic signals.
- ◇ Swept in excess of 2,800 curb-miles of streets.

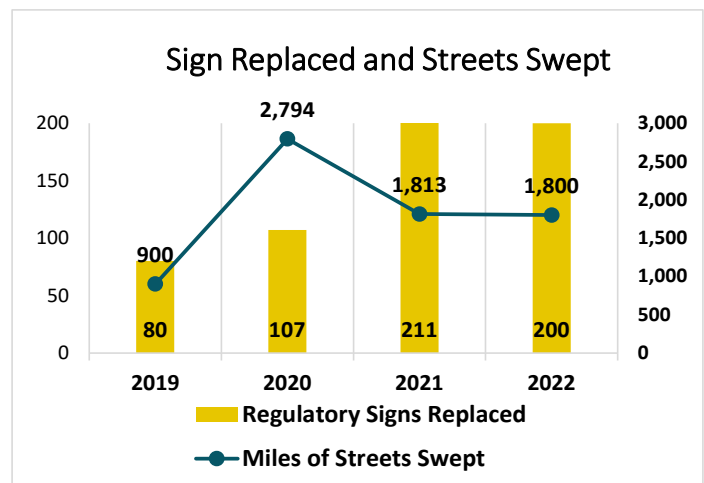
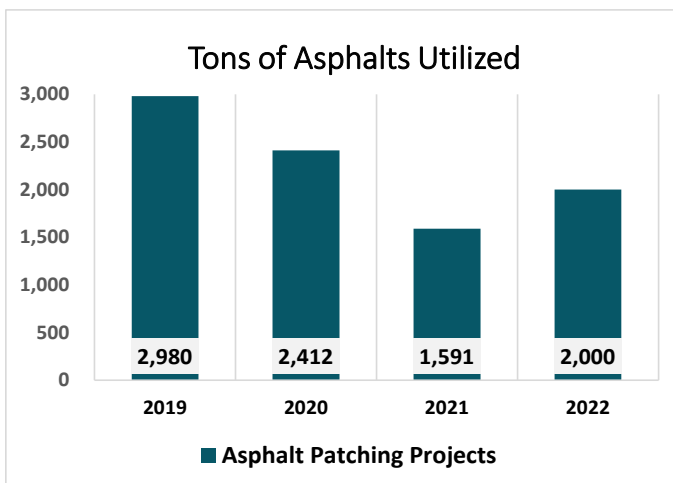
### Objectives of FY2022

- ◇ Complete the installation of the City-wide Battery Back-up Systems on Traffic Signal Lights (Haltom High School pedestrian crossing & Fire Station No.1 flashing lights).
- ◇ Decrease the amount of time for water/sewer street cut repairs.
- ◇ Replace curb & gutter and driveway approaches in the 4100 Block of Patricia Street.
- ◇ Mill and overlay Wood Lane Avenue.
- ◇ Crack seal 4 lane-miles of streets.
- ◇ Replace the pavement markings at the intersections of Carson Street & Midway Road and Haltom Road & Estes Park Drive.

EXPENDITURES	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Personnel	\$583,961	\$783,499	\$731,933	\$858,730
Operations	504,882	489,100	440,735	505,550
Capital	39,450	20,000	20,000	60,000
<b>Total</b>	<b>\$1,128,293</b>	<b>\$1,292,599</b>	<b>\$1,192,668</b>	<b>\$1,424,280</b>

STAFFING	Class	Range	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Street Maintenance Supervisor	2901	63	0.5	0.5	0.5	0.5
Public Works Crewleader	2905	49	2	2	2	2
Senior Equipment Operator	2906	44	2	2	2	2
Sign Specialist	2909	44	1	1	1	1
Equipment Operator	2910	41	3	3	3	3
Public Works Maintenance Worker	2911	37	3	3	3	3
Sign Technician	2913	41	0	1	1	1
<b>Total</b>			<b>11.5</b>	<b>12.5</b>	<b>12.5</b>	<b>12.5</b>

	PERFORMANCE MEASURES	Actual FY2019	Actual FY2020	Actual FY2021	Target FY2022
<b>Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures</b>	Tons of asphalt utilized in patching projects	2,980	2,412	1,591	2,000
	Tons of cold mix used in pothole patching	10	19	18	20
	Traffic signal repair work orders completed	23	277	298	250
	Regulatory Signs replaced	80	107	211	200
	Miles of lane crack-sealed	0.75	4.04	0.50	0.50
	Miles of lane over-layed with asphalt	1.50	1.14	0.23	1.30
	Miles of lane replaced at full-depth with asphalt	1.20	0.30	0.56	0.50
	Miles of streets swept	900	2,794	1,813	1,800
	Feet of concrete curb replaced	4,000	1,903	1,811	2,000



## PARKS AND RECREATION

### Mission Statement

The Parks Maintenance Division provides Haltom City residents with safe, attractive parks and open space. The Recreation Division is dedicated to provide facilities and programs that will encourage family fitness, entertainment, cultural awareness and positive learning experiences. The Senior Center helps senior adults build a brighter future for themselves and their community.

### Accomplishments of FY2021

#### Parks Maintenance

- ◇ Completed sidewalk and landscaping around Pecan & Buffalo Ridge Park Restrooms.
- ◇ Installed pavers and benches around all-access playground at Haltom Road Park.
- ◇ Installed new retaining wall at the Veterans Memorial.
- ◇ Removed unsafe 20+ year-old playground from Sandy Oaks Park.
- ◇ Received the Texas Parks & Wildlife grant for North Park improvements (fishing pond, nature trails, amphitheater, new playground, parking improvements – project will begin in 2022).
- ◇ Continued to maintain and improve all parks, landscape, and irrigation systems throughout the City, despite global pandemic.

#### Recreation Division

- ◇ Successfully reopened the Rec Center with reduced staff.
- ◇ Started classes back full-time and allowed one room rental per month (Saturday).
- ◇ We held a successful summer camp (averaging 18 kids per week).
- ◇ Partnered with and sponsored the Refresh BISD Back to School Health Fair in a COVID-safe drive-through event.
- ◇ Hosted successful girls volleyball & youth basketball leagues.
- ◇ Partnered with Performance Experience to host girls volleyball skills clinics twice a week, averaging 20 participants each week.

#### Senior Center

- ◇ Continued meal delivery to 138 center friends on 13 routes through June 2021 when center reopened for meals.
- ◇ Halloween Drive Thru Trick or Treat with (10) community partners (Oct. 2020).
- ◇ Local church donated Thanksgiving holiday food boxes to hand out in parking lot in November 2020, Christmas Drive-thru with holiday food boxes (Dec. 2020).
- ◇ Horn Honkin' Bingo and Birthday Celebrations in the parking lot on a regular basis.
- ◇ Hosted (2) drive-through Tarrant Area Food Bank distributions every month through March.
- ◇ Reopened Center in March 2021 for exercise classes only (limited numbers, had to sign up).
- ◇ Reopened Center in June 2021 for meals and programs.
- ◇ Hosted a Father's Day Car Show & Cookout in June, Christmas in July, Carnival in August, Senior Olympics in September.

## Objectives of FY2022

### PARKS

- ◇ Complete the Broadway Park grant project.
- ◇ Begin work on redevelopment of North Park/NEO.
- ◇ Replace playground at Sandy Oaks (funds approved in budget).
- ◇ Work to find funding and develop interpretive sign/trail marking master plan for Buffalo Ridge Park.
- ◇ Continue implementing park improvements as outlined in Master Plan.

### RECREATION

- ◇ Continue to offer classes and sports leagues, add adult fitness classes.
- ◇ Increase monthly rentals.
- ◇ Hire more part-time staff to cover evening and weekend rentals.
- ◇ Add more adult sports (basketball, volleyball, softball).
- ◇ Obtain access to other facilities to grow our current youth programs and create new youth sports leagues (futsal, flag football).
- ◇ Increase summer camp numbers and add spring break camp.
- ◇ All events starting in Feb. 2022 will be in full effect, in-person moving forward.

### SENIORS

- ◇ Determine best avenue for meal service and implement.
- ◇ Get back on schedule to hosting regular events and programs at the Center to keep Seniors engaged and prevent isolation.
- ◇ Move into newly renovated Senior Center.

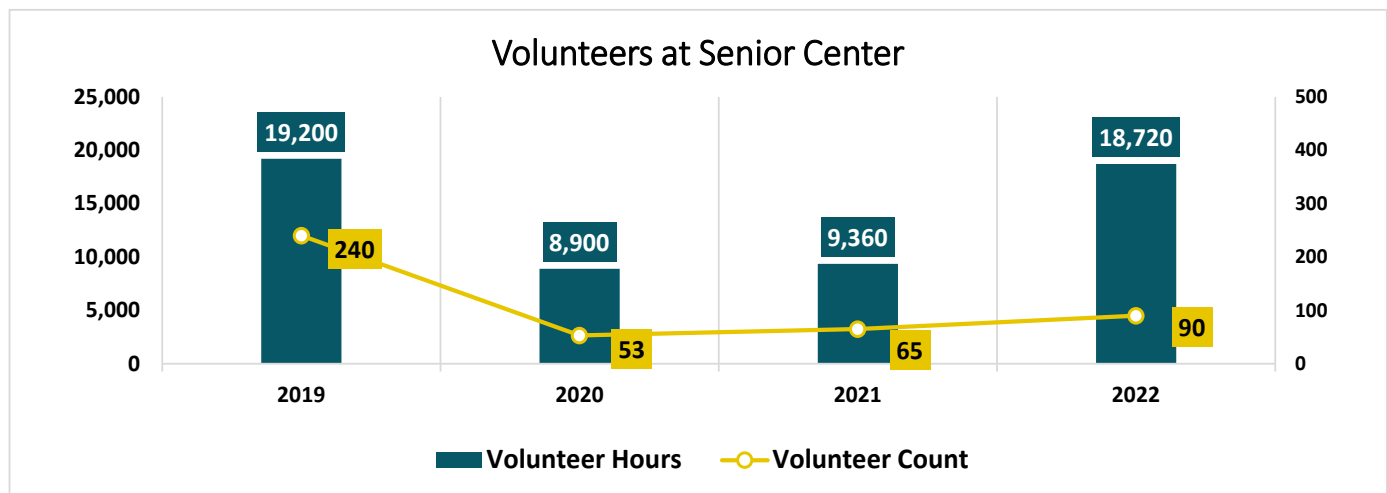
EXPENDITURES	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Personnel	\$1,349,602	\$1,691,813	\$1,545,069	\$1,768,994
Operations	322,649	382,110	338,400	386,510
<b>Total</b>	<b>\$1,672,252</b>	<b>\$2,073,923</b>	<b>\$1,883,469</b>	<b>\$2,155,504</b>

STAFFING	Class	Range	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Director of Parks & Recreation	1601	77	1	1	1	1
Senior Center Supervisor	1603	58	1	1	1	1
Park Supervisor*	1708	56	1	1	1	1
Recreation Supervisor	1602	56	1	1	1	1
Community Relations Coordinator	1202	48	1	1	0	0
Athletic Coordinator	1606	48	1	1	1	1
Parks Crewleader	1701	48	1	2	2	2
Senior Recreation Assistant	1604	42	1	1	1	1
Irrigation Specialist	1703	41	1	1	1	1
Senior Landscaper	1704	41	1	1	1	1
Field Operations Technician	1705	41	0	1	1	1
Recreation Assistant	1605	37	1	2	2	2
Park Maintenance Worker*	1706	37	7	9	9	9
Irrigation Technician	1707	37	1	1	1	1
<b>Total</b>			<b>19</b>	<b>24</b>	<b>23</b>	<b>23</b>

# PARKS AND RECREATION

	PERFORMANCE MEASURES	Actual FY2019	Actual FY2020	Actual FY2021	Target FY2022
<b>Goal 5: Build and Maintain Partnerships with Non-Profit Sector to Advance the Revitalization and Beautification of the City</b>	Number of landscape facilities maintained	19	19	19	19
	Number of landscape irrigation systems maintained	111	111	111	112*
	Park acreage maintained	240	240	240	240
	Landscape acreage maintained	155	155	155	165*
	Number of athletic fields maintained	17	17	17	17
	Total number of playground equipment maintained*	57	58	58	61*
	Total number of City parks maintained**	12	12	12	12
	Average Recreation Center Daily Attendance	322	65**	140	200
	Total Sports Participants	2,067	1,007	1,165	1,500
	<b>Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures</b>	Total number of meals served at Senior Center**	20,350	28,128	15,912***
Total number of volunteers at Senior Center		240	53	65	90
Total number of volunteer hours at Senior Center		19,200	8,900	9,360	18,720
Average Daily Attendance at Senior Center		89	35	65	90

\*adding new playground units, irrigation systems at Broadway Park & North Park with TPWD grants  
 \*\*Closed during COVID from March to June 2020, limited offerings and only open for classes/ programs through March 2021  
 \*\*\*Meal # reduced due to lack of interest in Meals on Wheels meals  
 # anticipating a new meal program where we will not serve lunch 5 days a week in 2022







## LIBRARY

### Mission Statement

The mission of the Haltom City Public Library is to serve as a vital community resource providing free access to information for all people.

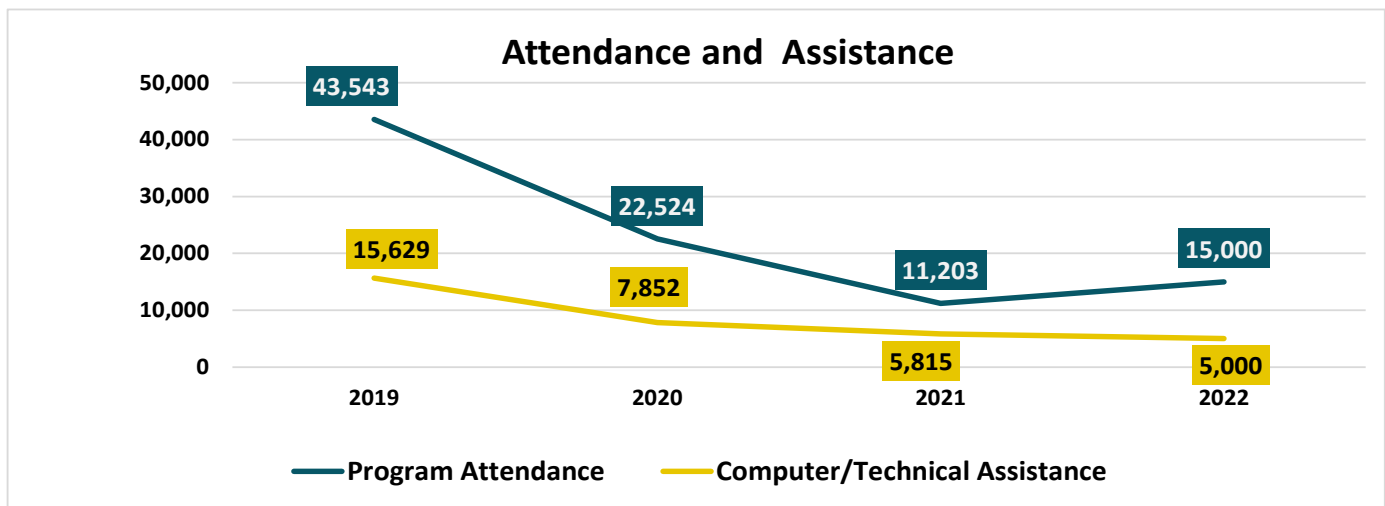
### Accomplishments of FY2021

- ◇ Purchased new furniture for teen area.
- ◇ Formed new consortium, the MetroShare Community of Libraries, with libraries from Benbrook, Burleson, Forest Hill, Keller, Richland Hills, and Watauga with a \$75,000 grant from the Texas State Libraries and Archives Commission (TSLAC).
- ◇ Migrated to new library system with an improved online public access catalog (OPAC).
- ◇ Created a Policy Revision Schedule and updated Lending and Use Policy.
- ◇ Completed reclassification of the children's nonfiction materials.
- ◇ Created a "Middle Zone" fiction section to better serve children ages 10 to 12.
- ◇ Wrote and was awarded a \$2,500 Texas Book Festival grant to purchase Vietnamese language materials.
- ◇ Created 5 "Activity Kits" (Family Fun; Mind, Body, and Spirit, Card Game Night; Totally Texas, Bake It Kit) for check out for adults and families.
- ◇ Completed a patron survey to assist in long range planning process.
- ◇ Increased homebound visits by 14.9%.

### Objectives of FY2022

- ◇ Secure funding for a new, small (approximately 20 person) conference/study room for programming and patron use.
- ◇ Reclassify adult Fiction, Middle Zone Graphic Novels, and Children's Spanish sections.
- ◇ Upgrade the public computer and print management programs and offer wireless printer service.
- ◇ Partner with BISD to offer community work experience for their vocational adjustment program.

	PERFORMANCE MEASURES	Actual FY2019	Actual FY2020	Actual FY2021	Target FY2022
<b>Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures</b>	Library visitors	115,363	71,442	115,363	116,000
	Number of materials circulated	271,926	172,622	164,088	115,000
	Total program attendance	43,543	22,524	11,203	15,000
	Total number of reference/research contacts	19,285	9,717	7,461	7,000
	Total number of computer/technical assistance	15,629	7,852	5,815	5,000
	Online usage	92,541	20,627	2,879	3,000
	Total number of homebound visits	141	132	162	175
	Examinations proctored	223	67	26	30



## NON DEPARTMENTAL

### Purpose

The purpose of the non-department is to manage and provide prudent oversight of the City's various charges that are not directly related to any specific department or activity of the City. Expenditures include insurance, utilities, auditing fees, studies, consultant contracts or other non-routine one-time operational charges and transfers to other funds.

EXPENDITURES	Actual FY 2020	Adopted FY 2021	Projected FY 2021	Adopted FY 2022
Personnel	\$192,255	\$800,091	\$769,471	\$334,600
Operations	\$1,890,349	\$99,988	\$1,944,387	\$2,303,965
Transfers Out	\$650,004	\$1,806,000	\$1,250,000	\$1,458,500
<b>Total</b>	<b>\$2,732,608</b>	<b>\$2,706,079</b>	<b>\$3,963,858</b>	<b>\$4,097,065</b>



# Debt Service Fund

The Debt Service Fund is used for the accumulation of resources for the payment of principal and interest on long-term debts. Financing is provided primarily by a specific annual property tax levy and transfers from other resources for general obligation debts.

Debt Service for Water & Sewer and Drainage are paid from the respective individual funds directly.

- Debt Service Fund Description
- Debt Service Fund Budget Summary
- FY2022 Debt Model
- FY2022 Debt Service Schedule
- Total Debt - Principal And Interest
- Total Debt - All Funds



## DEBT SERVICE FUND DESCRIPTION

The Debt Service Fund is established by ordinances authorizing the issuance of general obligation bonds, certificates of obligation and tax notes. The purpose of the fund is to provide for the payment of bond principal and interest as they become due and payable. The debt service tax rate and levy are required to be computed and collected to provide sufficient funds to pay principal and interest as they become due.

The issuance of debt finances the City's purchase of land, buildings, building improvements, street reconstruction, sewer system rehabilitation, capital equipment, and drainage facilities. Current projects are described in the Capital Projects Funds section of the budget.

Retirement of the notes, bonds, certificates of obligation and contractual obligations in General Long-Term Debt is provided from taxes allocated for debt service together with transfers from other resources and interest earned within the Debt Service Fund. Certificates of obligation issued for water and sewer improvements are retired from net revenues of the Water and Sewer Fund. Certificates of obligation issued for drainage improvements are retired with net revenues of the Drainage Utility.

### Debt Management

The City issues debt only for the purpose of acquiring or constructing capital assets for the general benefit of its citizens and to allow the City to fulfill its various missions as a local government unit. Capital assets must have a value of at least \$5,000 and a useful life of at least two years by policy. In practice, assets financed with debt needs to have a useful life of more than three years. Debt may be issued for land acquisition, right-of-way purchase, improvements to land, construction projects, and purchase of capital equipment.

The ordinances authorizing the issuance of the Combination Tax and Revenue Refunding Bonds and the Public Property Finance Contractual Obligations require that the City's ad valorem tax revenues and charges for services be enough to generate net revenues sufficient to provide for the payment of the debt service requirements of the bonds issued. The City is in compliance with all requirements of the ordinances for the year ended September 30, 2021.

While City policy does not prohibit the issuance of variable rate debt the City has no variable rate debt and no plans to issue variable rate debt in the near future.

## Legal Debt Limit for General Obligation Debt

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 sufficient to provide for the payment of principal and interest on City issued General Obligation Bonds. Article XI, Section 5, of the Texas Constitution is applicable to the City, and limits the maximum ad valorem tax rate to \$2.50 per \$100 of assessed valuation (for all City purposes). Self-supporting debt that will be repaid by revenues generated through the ongoing activities of enterprise funds or other non-governmental funds are not subject to a legal debt limit. Limits for self-supporting debt are instead set by the ability of the issuing entity to pay, charter limitations, profit and loss considerations or other governing body limitations.

The City limits the total annual tax-supported debt service to no more than 25% of total spending. The adopted debt service budget of \$8,915,663 includes \$6,734,676 of debt supported by property taxes, \$1,902,190 is supported by the Water & Sewer revenues, and \$278,796 is supported by Drainage Fund revenues. The property tax supported debt is the equivalent to 10% of total expenditures. For FY2021, the debt services portion of the tax rate is at \$0.26201.

The chart below displays the relationship of the City's adopted total tax rate of \$0.66576 in relation to the legal limit of \$2.50. The City's current tax rate is 25.8% of the legal limit.

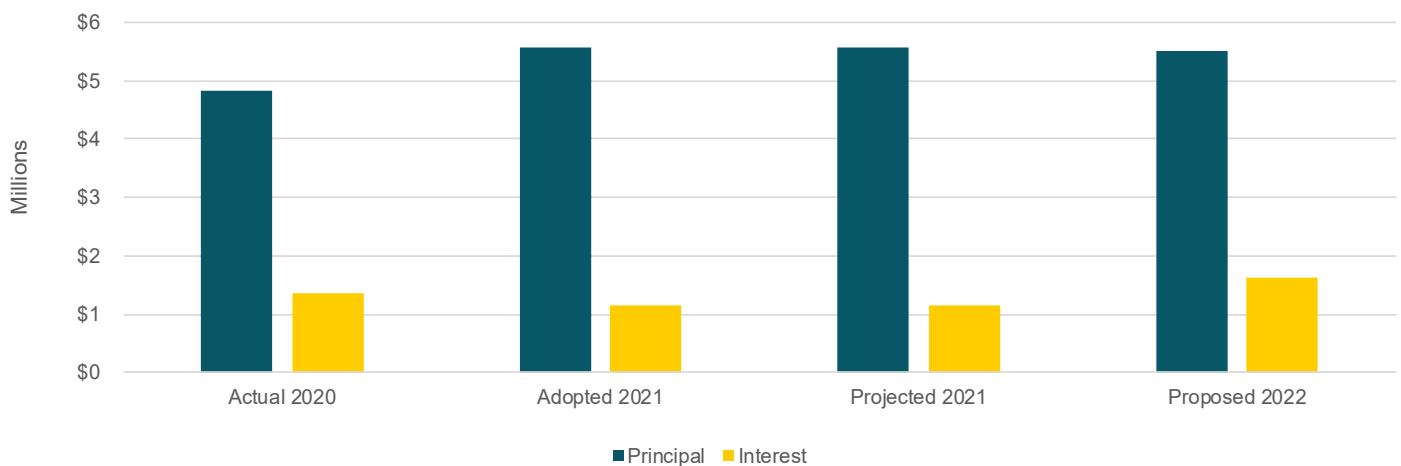




## DEBT SERVICE FUND BUDGET SUMMARY

FUND 05	Actual FY2020	Adopted FY2021	Projected FY2021	Proposed FY2022
<b>Fund Balance, Beginning</b>	\$522,051	932,094	932,094	1,388,561
<b>Revenues</b>				
Property Tax Revenue	6,427,214	6,271,130	7,035,354	6,952,732
Interest Income	19,488	20,000	10,600	8,671
Miscellaneous Revenue	-	-	-	-
Transfer from General Fund	-	-	-	-
Transfer from Economic Dev. Fund	-	-	-	-
Transfer from Oil and Gas	156,240	306,775	306,775	293,413
Proceeds from Bond Issuance	-	-	-	-
Premiums on Bond Issuance	-	-	-	-
<b>Total Revenues</b>	<b>6,602,942</b>	<b>6,597,905</b>	<b>7,352,729</b>	<b>7,254,816</b>
<b>Funds Available</b>	<b>7,124,993</b>	<b>7,529,999</b>	<b>8,284,823</b>	<b>8,643,377</b>
<b>Expenditures</b>				
Principal	4,835,000	5,580,000	5,580,000	5,510,000
Interest	1,352,156	1,154,676	1,154,677	1,617,397
Paying Agent Fees	5,743	5,000	5,000	5,000
Bond Issuance Cost	-	-	156,585	500,000
Refunded Escrow Bond Payments	-	-	-	-
<b>Total Expenditures</b>	<b>6,192,900</b>	<b>6,739,676</b>	<b>6,896,262</b>	<b>7,632,397</b>
<b>Fund Balance, Ending</b>	<b>\$932,094</b>	<b>\$790,323</b>	<b>1,388,561</b>	<b>1,010,980</b>

### Debt Service Fund Expenditures



**Fiscal Year 2022 Debt Service Model**

**General Fund - Part 1**



Fiscal Year	CO's Series 2006	GO Bonds Series 2006	CO's Series 2007	GO Ref Series 2010	GO Ref Series 2012	CO's Series 2012	GO Bonds Series 2013	GO Ref Series 2013	COs Series 2013
2022	72,200	143,500	303,598	188,700	172,550	45,675	117,013	522,384	101,750
2023	74,700	138,500	303,848	-	-	-	-	501,392	-
2024	72,100	143,300	303,708	-	-	-	-	480,629	-
2025	74,400	142,800	303,178	-	-	-	-	455,153	-
2026	76,500	-	302,258	-	-	-	-	-	-
2027	-	-	305,850	-	-	-	-	-	-
2028	-	-	-	-	-	-	-	-	-
2029	-	-	-	-	-	-	-	-	-
2030	-	-	-	-	-	-	-	-	-
2031	-	-	-	-	-	-	-	-	-
2032	-	-	-	-	-	-	-	-	-
2033	-	-	-	-	-	-	-	-	-
2034	-	-	-	-	-	-	-	-	-
2035	-	-	-	-	-	-	-	-	-
2036	-	-	-	-	-	-	-	-	-
2037	-	-	-	-	-	-	-	-	-
2038	-	-	-	-	-	-	-	-	-
2039	-	-	-	-	-	-	-	-	-
2040	-	-	-	-	-	-	-	-	-
2041	-	-	-	-	-	-	-	-	-
2042	-	-	-	-	-	-	-	-	-
2043	-	-	-	-	-	-	-	-	-
2044	-	-	-	-	-	-	-	-	-
2045	-	-	-	-	-	-	-	-	-
2046	-	-	-	-	-	-	-	-	-
<b>Total</b>	<b>369,900</b>	<b>568,100</b>	<b>1,822,440</b>	<b>188,700</b>	<b>172,550</b>	<b>45,675</b>	<b>117,013</b>	<b>1,959,558</b>	<b>101,750</b>



**Water & Sewer Utility Fund**

Fiscal Year	CO's Series 2006	CO's Series 2007	GO Ref Series 2012	CO's Series 2012	GO Ref Series 2014	GO and Ref Series 2017	CO's Series 2018	GO Ref Series 2020	GO Ref Series 2021	Total
2022	185,300	61,895	116,725	147,175	210,476	100,700	594,000	248,115	49,275	1,713,661
2023	184,000	59,945	-	-	201,210	103,300	596,175	248,908	182,700	1,576,238
2024	182,500	62,898	-	-	192,052	100,750	597,900	244,651	186,450	1,567,201
2025	185,700	60,753	-	-	-	103,200	596,850	245,344	184,825	1,376,672
2026	183,600	63,510	-	-	-	99,600	597,850	245,939	182,950	1,373,449
2027	-	61,170	-	-	-	101,000	598,050	246,434	185,700	1,192,354
2028	-	-	-	-	-	108,150	595,150	246,831	183,075	1,133,206
2029	-	-	-	-	-	-	594,325	247,128	185,075	1,026,528
2030	-	-	-	-	-	-	597,975	242,376	186,575	1,026,926
2031	-	-	-	-	-	-	596,100	-	185,400	781,500
2032	-	-	-	-	-	-	593,775	-	181,797	775,572
<b>Total</b>	<b>\$921,100</b>	<b>\$370,171</b>	<b>\$116,725</b>	<b>\$147,175</b>	<b>\$603,738</b>	<b>\$716,700</b>	<b>\$6,558,150</b>	<b>\$2,215,726</b>	<b>\$1,893,822</b>	<b>13,543,307</b>

## Fiscal Year 2022 Debt Service Model

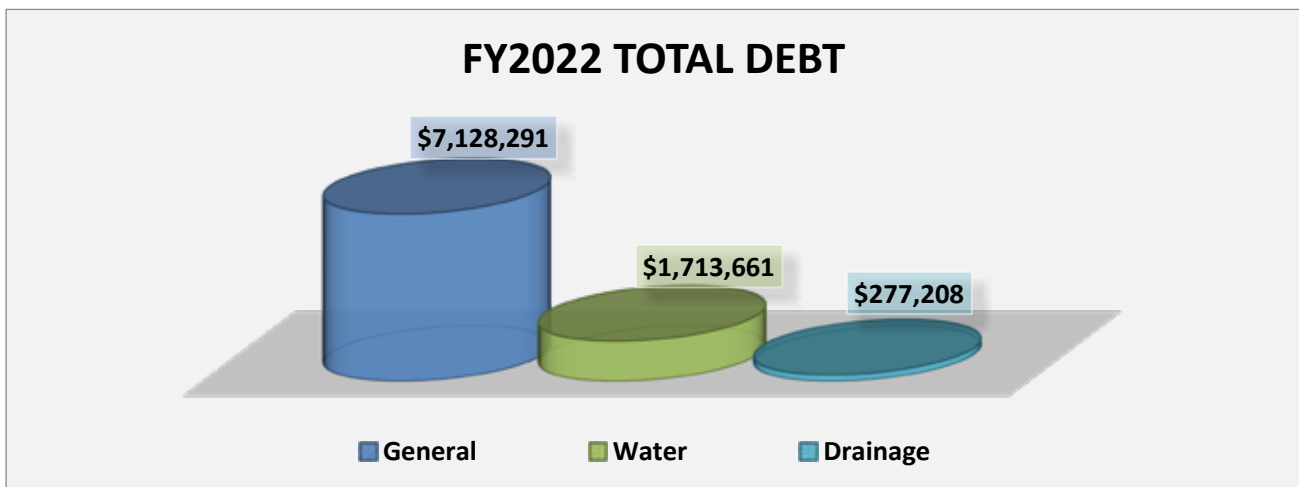
## General Fund - Part 2

GO & Ref Series 2014	GO Bonds Series 2014	GO & Ref Series 2017	GO Bonds Series 2018	GO Bonds Series 2019	COs Series 2020	GO Ref Series 2021	GO Bonds Series 2021	GO Ref Series 2021A	Total
63,370	123,821	670,800	258,855	379,600	346,500	727,963	2,762,888	127,124	7,128,291
62,182	121,312	659,450	262,990	377,850	347,700	725,363	1,132,763	496,125	5,204,175
60,994	118,802	657,950	-	375,600	345,900	721,963	1,173,263	533,000	4,987,209
54,860	116,293	661,000	-	377,725	346,250	717,763	1,163,263	533,000	4,945,685
53,780	113,783	662,600	-	379,100	344,100	711,556	1,479,963	532,000	4,655,640
52,700	111,274	493,200	-	379,725	344,300	592,250	1,478,213	530,000	4,287,512
51,620	108,764	489,250	-	374,725	344,100	595,950	1,477,888	517,250	3,959,547
50,540	106,255	-	-	377,300	343,500	593,750	1,478,013	318,750	3,268,108
-	-	-	-	377,550	345,300	589,575	1,480,763	309,625	3,102,813
-	-	-	-	377,500	344,650	593,775	1,481,013	304,600	3,101,538
-	-	-	-	377,150	343,900	587,925	1,479,613	303,750	3,092,338
-	-	-	-	376,500	343,050	-	1,477,363	292,900	2,489,813
-	-	-	-	375,550	347,050	-	1,479,138	-	2,201,738
-	-	-	-	-	345,900	-	1,480,713	-	1,826,613
-	-	-	-	-	344,650	-	1,477,413	-	1,822,063
-	-	-	-	-	343,300	-	1,478,663	-	1,821,963
-	-	-	-	-	346,800	-	1,479,413	-	1,826,213
-	-	-	-	-	345,150	-	1,481,475	-	1,826,625
-	-	-	-	-	343,400	-	1,479,725	-	1,823,125
-	-	-	-	-	-	-	1,480,513	-	1,480,513
-	-	-	-	-	-	-	1,478,125	-	1,478,125
-	-	-	-	-	-	-	1,479,331	-	1,479,331
-	-	-	-	-	-	-	1,479,900	-	1,479,900
-	-	-	-	-	-	-	1,478,938	-	1,478,938
-	-	-	-	-	-	-	1,476,425	-	1,476,425
<b>450,046</b>	<b>920,304</b>	<b>4,294,250</b>	<b>521,845</b>	<b>4,905,875</b>	<b>6,555,500</b>	<b>7,157,833</b>	<b>37,294,778</b>	<b>4,798,124</b>	<b>72,244,241</b>

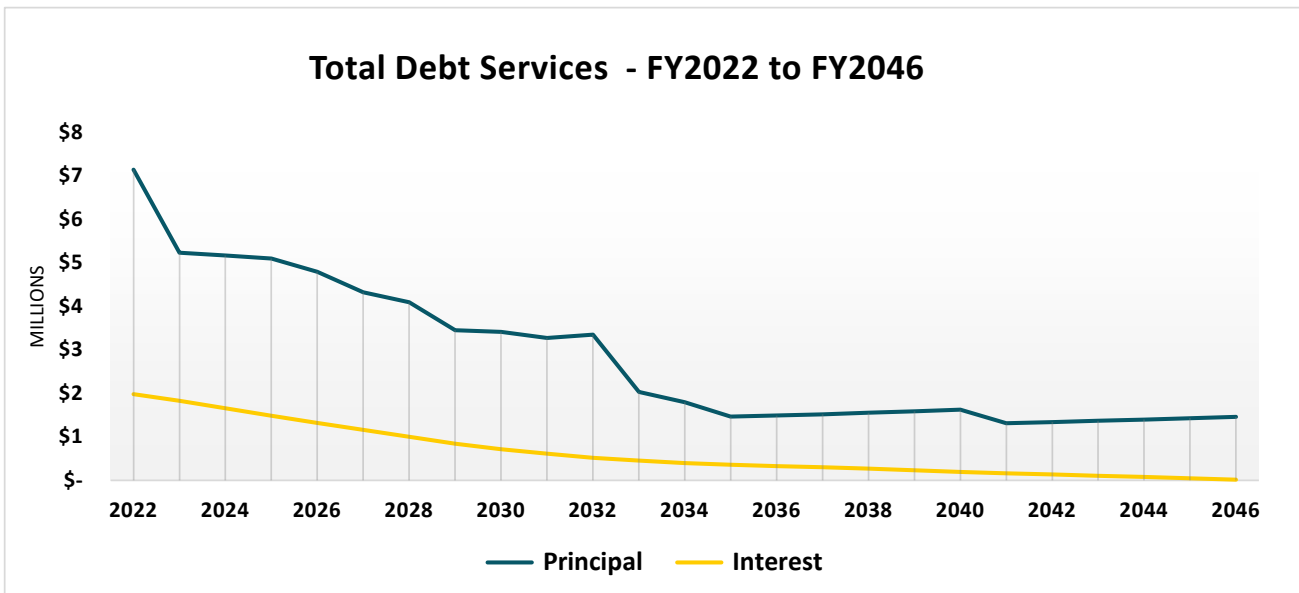
## Storm Drainage Utility Fund

Fiscal Year	CO's Series 2006	GO Ref Series 2014	Total
2022	83,600	193,608	277,208
2023	80,800	194,666	275,466
2024	82,900	185,724	268,624
2025	84,800	176,890	261,690
2026	81,600	-	81,600
<b>Total</b>	<b>\$413,700</b>	<b>\$750,888</b>	<b>\$1,164,588</b>

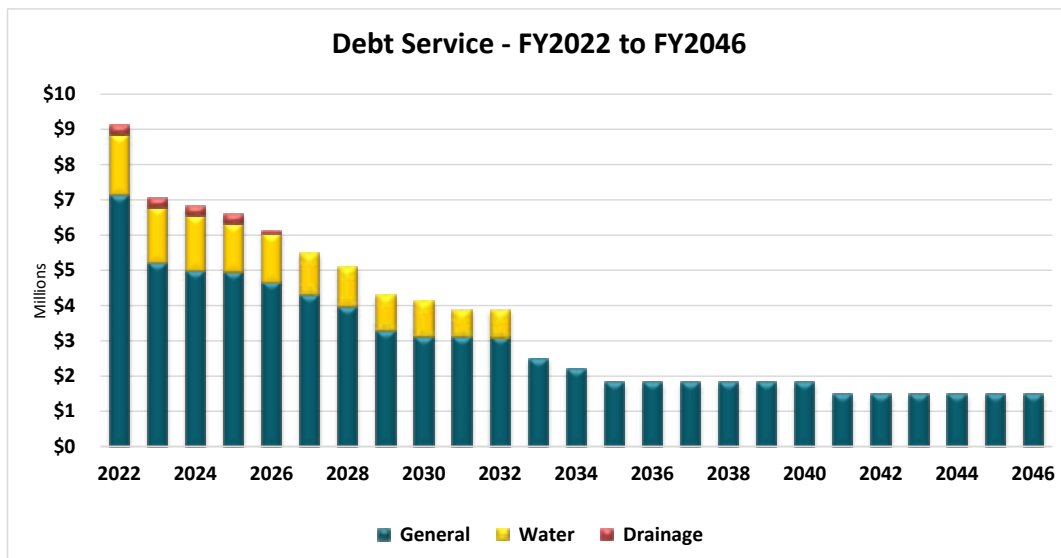
City of Haltom City Fiscal Year 2022 Debt Service							
Series	Principal	Interest	Total	General	Water	Drainage	Total
CO2006	\$285,000	\$56,100.00	\$341,100	72,199	\$185,300	\$83,600	<b>\$341,099</b>
CO2007	295,000	\$70,492.50	365,493	303,598	61,895		<b>365,493</b>
CO2012	190,000	\$2,850.00	192,850	45,675	147,175		<b>192,850</b>
CO2013	100,000	\$1,750.00	101,750	101,750			<b>101,750</b>
CO2018	420,000	\$174,000.00	594,000		594,000		<b>594,000</b>
CO2020	215,000	\$131,500.00	346,500	346,500			<b>346,500</b>
GO 2006	125,000	\$18,500.00	143,500	143,500			<b>143,500</b>
GO2013	115,000	\$2,012.50	117,013	117,013			<b>117,013</b>
GO2014	105,000	\$18,821.25	123,821	123,821			<b>123,821</b>
GO2018	250,000	\$8,855.00	258,855	258,855			<b>258,855</b>
GO2019	230,000	\$149,600.00	379,600	379,600			<b>379,600</b>
GO2021	2,025,000	\$737,887.50	2,762,888	2,762,888			<b>2,762,888</b>
GR2010	185,000	\$3,700.00	188,700	188,700			<b>188,700</b>
GR2012	285,000	\$4,275.00	289,275	172,550	116,725		<b>289,275</b>
GR2013	485,000	\$37,384.25	522,384	522,384			<b>522,384</b>
GR2014	435,000	\$32,454.00	467,454	63,370	210,476	193,608	<b>467,454</b>
GR2017	625,000	\$146,500.00	771,500	670,800	100,700		<b>771,500</b>
GR2020	210,000	\$38,115.00	248,115		248,115		<b>248,115</b>
GR2021	555,000	\$172,962.50	727,963	727,963			<b>727,963</b>
GR2021A		\$176,400.00	176,400	127,125	49,275		<b>176,400</b>
<b>Series</b>	<b>\$7,135,000</b>	<b>\$1,984,160</b>	<b>\$9,119,160</b>	<b>\$7,128,291</b>	<b>\$1,713,661</b>	<b>\$277,208</b>	<b>\$9,119,160</b>



Debt Service - All Funds - Principal and Interest			
Fiscal Year 2022			
Fiscal Year	Principal	Interest	Total
2022	7,135,000	1,984,160	9,119,160
2023	5,230,000	1,825,877	7,055,877
2024	5,165,000	1,658,032	6,823,032
2025	5,095,000	1,489,044	6,584,044
2026	4,790,000	1,320,688	6,110,688
2027	4,320,000	1,159,865	5,479,865
2028	4,090,000	1,002,752	5,092,752
2029	3,450,000	844,635	4,294,635
2030	3,410,000	719,739	4,129,739
2031	3,270,000	613,038	3,883,038
2032	3,345,000	522,913	3,867,913
2033	2,035,000	454,813	2,489,813
2034	1,800,000	401,738	2,201,738
2035	1,465,000	361,613	1,826,613
2036	1,490,000	332,063	1,822,063
2037	1,520,000	301,963	1,821,963
2038	1,555,000	271,213	1,826,213
2039	1,590,000	236,625	1,826,625
2040	1,625,000	198,125	1,823,125
2041	1,315,000	165,513	1,480,513
2042	1,340,000	138,125	1,478,125
2043	1,370,000	109,331	1,479,331
2044	1,400,000	79,900	1,479,900
2045	1,430,000	48,938	1,478,938
2046	1,460,000	16,425	1,476,425
<b>Total</b>	<b>\$70,695,000</b>	<b>\$16,257,123</b>	<b>\$86,952,123</b>



Total Debt Service - Funding Source Fiscal Year 2022				
Fiscal Year	General	Water	Drainage	Total
2022	7,128,291	1,713,661	277,208	9,119,160
2023	5,204,174	1,576,238	275,466	7,055,877
2024	4,987,208	1,567,200	268,624	6,823,032
2025	4,945,683	1,376,672	261,690	6,584,044
2026	4,655,640	1,373,449	81,600	6,110,688
2027	4,287,511	1,192,354		5,479,865
2028	3,959,547	1,133,206		5,092,752
2029	3,268,107	1,026,528		4,294,635
2030	3,102,813	1,026,926		4,129,739
2031	3,101,538	781,500		3,883,038
2032	3,092,338	775,575		3,867,913
2033	2,489,813			2,489,813
2034	2,201,738			2,201,738
2035	1,826,613			1,826,613
2036	1,822,063			1,822,063
2037	1,821,963			1,821,963
2038	1,826,213			1,826,213
2039	1,826,625			1,826,625
2040	1,823,125			1,823,125
2041	1,480,513			1,480,513
2042	1,478,125			1,478,125
2043	1,479,331			1,479,331
2044	1,479,900			1,479,900
2045	1,478,938			1,478,938
2046	1,476,425			1,476,425
<b>Total</b>	<b>\$72,244,235</b>	<b>\$13,543,309</b>	<b>\$1,164,588</b>	<b>\$86,952,123</b>



# Special Revenue Funds

Special Revenue Funds are used to account for revenue sources that are legally restricted to be spent for specific purposes. The City currently has the following Special Revenue Funds. The funds are listed in the order in which they appear in the following pages. The Economic Development Fund has been eliminated and the expenses are now being reported within the General Fund since the dissolution of the Economic Development Board in July of 2020.

## SPECIAL REVENUE FUNDS

- Crime Control & Preventive District Fund
- Oil & Gas Fund
- Hotel/Motel Tax Fund
- Court Security Fund
- Court Technology Fund
- Juvenile Case Manager Fund
- Red Light Camera Fund
- Grant Fund
- PEG Fund
- Fire Donation Fund
- Library Donation Fund
- Police Forfeiture Fund
- Park Donation Fund
- Park Dedication Fund
- Safe Pathway Fund
- Animal Shelter Fund
- Police Donation Fund
- Police Cart Fund

## FUNDING SOURCE

- 1/4 Cent Sales Tax
- Permits, Lease Fees And Royalties
- 7% Hotel/Motel Occupancy Tax
- Court Fines
- Court Fines
- Court Fines
- No New Revenue Due To Legislative Changes
- Grants
- Franchise Fees
- Citizens Contribution
- Citizens Contribution
- Sales Of Seized Assets
- Citizens Contribution
- Developer Contribution
- Developer Contribution
- Citizens Contribution
- Citizens Contribution
- Participating Agency Contribution





## CRIME CONTROL AND PREVENTIVE DISTRICT FUND

The Haltom City Crime Control and Prevention District is funded by a ¼ cent sales tax. The revenue provides the necessary resources to effectively implement crime reduction strategies pertaining to enhanced enforcement, neighborhood crime prevention, partner programs, recruitment and training, and department equipment, technology, and any crime prevention activities.

### Mission Statement

The Crime Control and Prevention District Fund under the direction of the Police Chief, develops and implements programs to deter crime and enforce laws to protect life and property within the City.

### Accomplishments of FY2021

- ◇ Continued DWI Enforcement Unit, Commercial Vehicle Enforcement Unit, Bicycle Unit, and K-9 unit.
- ◇ Continued proactive programs such as Crime Free Multi-Housing Program and School Resource Officer Program.
- ◇ Continued with community outreach/victim assistance program utilizing the Shared Services Crime Victim Liaison.
- ◇ Managed the Shared Services Agreement for Dispatch, Detention Services, and the CAD/RMS systems.

### Objectives of FY2022

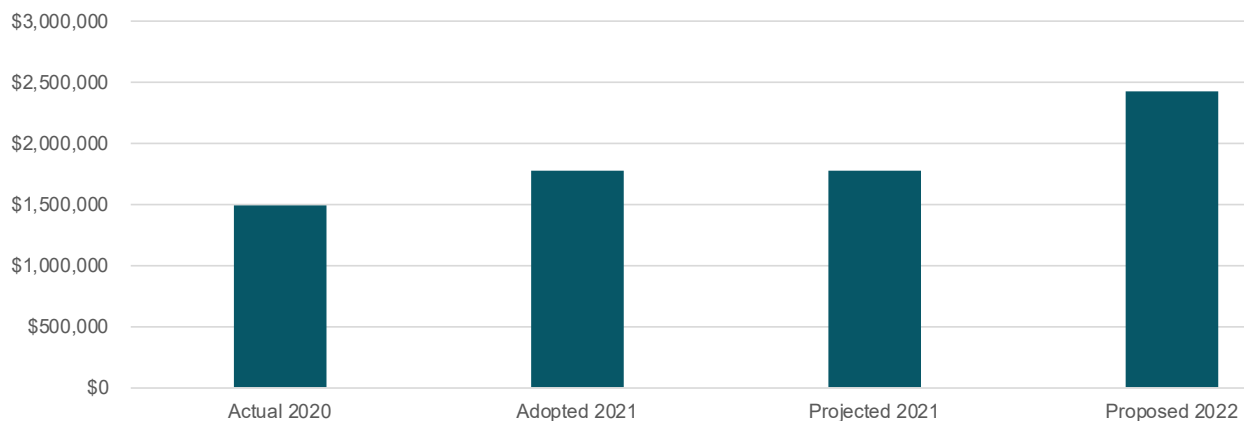
- ◇ Increase efficiency by employing technological improvements throughout the department.
- ◇ Continue to partner with the community to make Haltom City a better place to live, work, and visit.
- ◇ Partner with Birdville Independent School District to further improve our response to any threats to the school district's staff, students, or structures.
- ◇ To continue the process of becoming recognized by the Texas Police Chiefs Association as a department that meets the requirements outlined in their model of best practices.

# CRIME CONTROL AND PREVENTIVE DISTRICT FUND

## CRIME CONTROL AND PREVENTION DISTRICT FUND BUDGET SUMMARY

FUND 12	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$1,741,549	\$2,116,143	\$2,116,143	2,107,150
<b>Revenues</b>				
Sales Tax	1,833,806	1,754,206	1,754,206	1,824,374
Interest income	32,815	21,000	12,300	12,000
<b>Total Revenues</b>	<b>1,866,621</b>	<b>1,775,206</b>	<b>1,766,506</b>	<b>1,836,374</b>
<b>Funds Available</b>	<b>3,608,170</b>	<b>3,891,349</b>	<b>3,882,649</b>	<b>3,943,524</b>
<b>Expenditures</b>				
Police Administration	887,891	1,053,847	1,125,297	1,230,778
Non-Departmental	604,136	721,745	650,202	648,557
Motor Vehicle	0	0	0	150,000
Transfer to General Fund	0	0	0	400,000
<b>Total Expenditures</b>	<b>1,492,027</b>	<b>1,775,592</b>	<b>1,775,499</b>	<b>2,429,335</b>
<b>Fund Balance, Ending</b>	<b>\$2,116,143</b>	<b>\$2,115,757</b>	<b>\$2,107,150</b>	<b>1,514,189</b>

Crime Control and Prevention District Fund Expenditures



STAFFING	Class	Range	Actual FY 2020	Adopted FY 2021	Actual FY 2021	Adopted FY 2022
Police Officer	3007	GS62	5	5	5	5
<b>Total</b>			<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

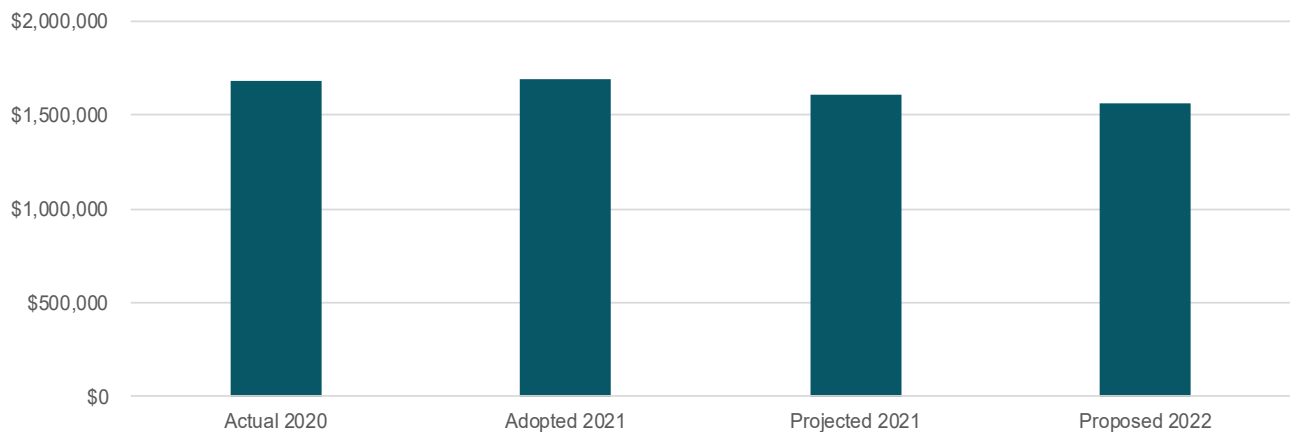
## OIL AND GAS FUND

The Oil and Gas Fund is to account for proceeds from oil and gas activities within the City. This fund provides additional revenues to support the operations of the government.

### OIL AND GAS FUND BUDGET SUMMARY

FUND 13	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$1,609,968	\$1,683,171	\$1,683,171	1,612,800
<b>Revenues</b>				
Oil & Gas Revenue	53,276	125,000	79,448	60,000
Oil & Gas Permits	148,000	150,000	150,000	150,000
Interest Income	28,166	36,000	6,956	36,000
<b>Total Revenues</b>	<b>229,443</b>	<b>311,000</b>	<b>236,404</b>	<b>246,000</b>
<b>Funds Available</b>	<b>1,839,411</b>	<b>1,994,171</b>	<b>1,919,575</b>	<b>1,858,800</b>
<b>Expenditures</b>				
Transfer to General Fund	0	0	0	0
Transfer to Debt Service Fund	156,240	306,775	306,775	293,413
<b>Total Expenditures</b>	<b>156,240</b>	<b>306,775</b>	<b>306,775</b>	<b>293,413</b>
<b>Fund Balance, Ending</b>	<b>\$1,683,171</b>	<b>\$1,687,396</b>	<b>\$1,612,800</b>	<b>1,565,387</b>

Oil and Gas Fund Ending Fund Balance



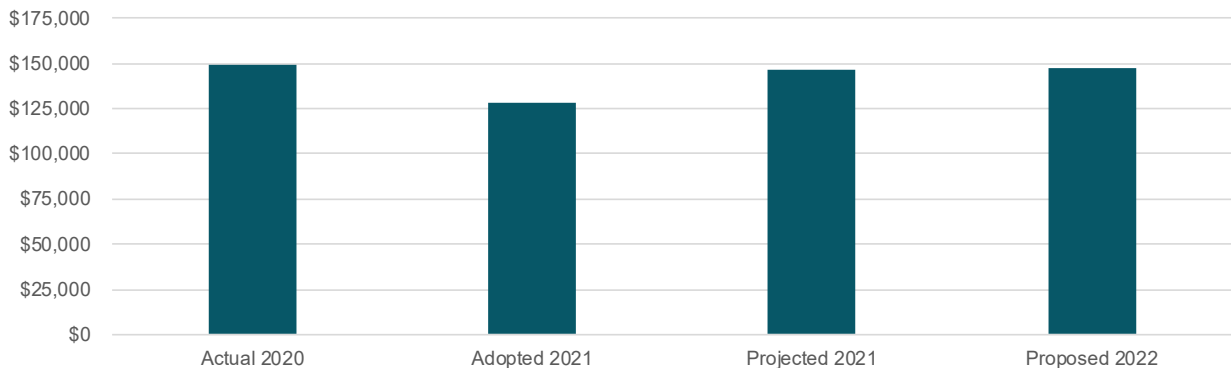
## HOTEL/MOTEL TAX FUND

Revenues for this fund come from the 7% Hotel/Motel Occupancy Tax levied on all hotels and motels in the City. Funds are used for advertising and general promotion of the City and historical preservation. The City also uses these funds to support the beautification program.

### HOTEL/MOTEL TAX FUND BUDGET SUMMARY

FUND 14	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$126,964	\$122,162	\$148,674	146,778
<b>Revenues</b>				
Hotel/Motel Tax Revenue	43,679	45,000	35,000	45,000
Interest Income	2,406	2,800	900	800
<b>Total Revenues</b>	<b>46,086</b>	<b>47,800</b>	<b>35,900</b>	<b>45,800</b>
<b>Funds Available</b>	173,050	169,962	184,574	192,578
<b>Expenditures</b>				
Beautification Expenditures	5,962	16,375	12,600	19,580
Special Events - Overtime	5,953	24,136	24,136	24,136
Non-Departmental	12,460	1,060	1,060	1,120
<b>Total Expenditures</b>	<b>24,375</b>	<b>41,571</b>	<b>37,796</b>	<b>44,836</b>
<b>Fund Balance, Ending</b>	\$148,674	\$128,391	\$146,778	147,742

Hotel/Motel Tax Fund Ending Fund Balance



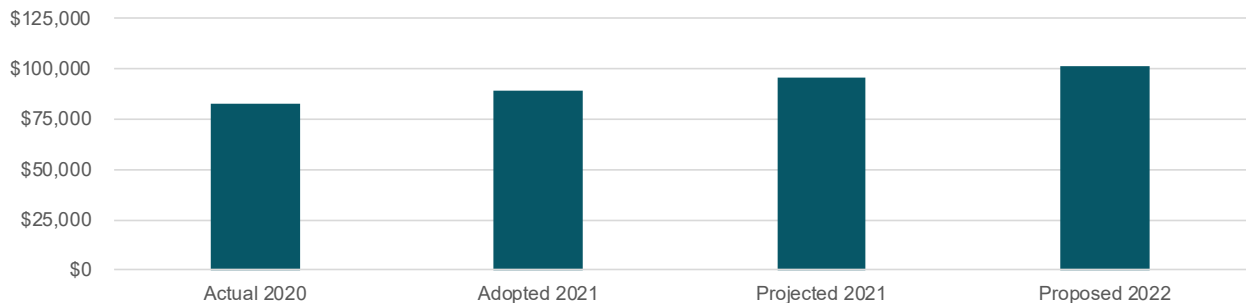
## COURT SECURITY FUND

This fund received fees collected from defendants convicted of misdemeanor offenses in Municipal Court. The fees are \$3 per conviction and are used for Court Security enhancements.

### COURT SECURITY FUND BUDGET SUMMARY

FUND 15	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$79,346	\$82,668	\$82,668	95,342
<b>Revenues</b>				
Court Security Fee	8,761	15,000	10,000	15,000
Local Mun Court Bldg Security	8,160	4,000	17,300	4,000
Interest Income	1,401	2,100	374	2,100
<b>Total Revenues</b>	<b>18,322</b>	<b>21,100</b>	<b>27,674</b>	<b>21,100</b>
<b>Funds Available</b>	97,668	103,768	110,342	116,442
<b>Expenditures</b>				
Operations Expenditures	0	0	0	0
Transfer to General Fund	15,000	15,000	15,000	15,000
<b>Total Expenditures</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
<b>Fund Balance, Ending</b>	\$82,668	\$88,768	\$95,342	101,442

Court Security Fund Ending Fund Balance



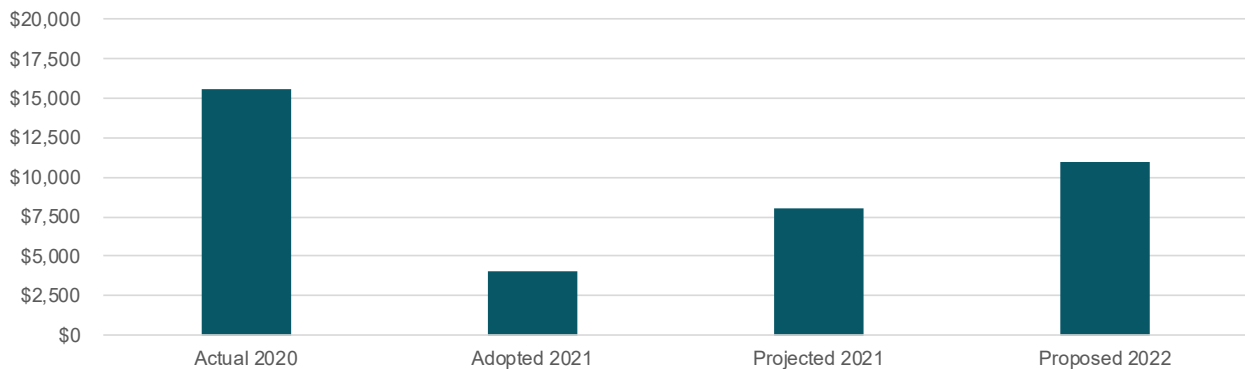
## COURT TECHNOLOGY FUND

This fund received fees collected from defendants convicted of misdemeanor offenses in Municipal Court. The fees are \$4 per conviction and are used for court technology enhancements.

### COURT TECHNOLOGY FUND BUDGET SUMMARY

FUND 16	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$37,666	\$15,546	\$15,546	8,001
<b>Revenues</b>				
Court Technology Fee	11,681	20,000	12,000	20,000
Local Mun Court Technology	6,661	3,000	13,700	6,000
Interest Income	382	500	5	500
Transfer from General Fund	0	0	0	8,500
<b>Total Revenues</b>	<b>18,723</b>	<b>23,500</b>	<b>25,705</b>	<b>35,000</b>
<b>Funds Available</b>	<b>56,389</b>	<b>39,046</b>	<b>41,251</b>	<b>43,001</b>
<b>Expenditures</b>				
Technology Expenditures	33,643	32,000	32,000	32,000
Computer Equipment	0	0	0	0
Transfer to General Fund	7,200	3,000	1,250	0
<b>Total Expenditures</b>	<b>40,843</b>	<b>35,000</b>	<b>33,250</b>	<b>32,000</b>
<b>Fund Balance, Ending</b>	<b>\$15,546</b>	<b>\$4,046</b>	<b>\$8,001</b>	<b>11,001</b>

Court Technology Fund Ending Fund Balance



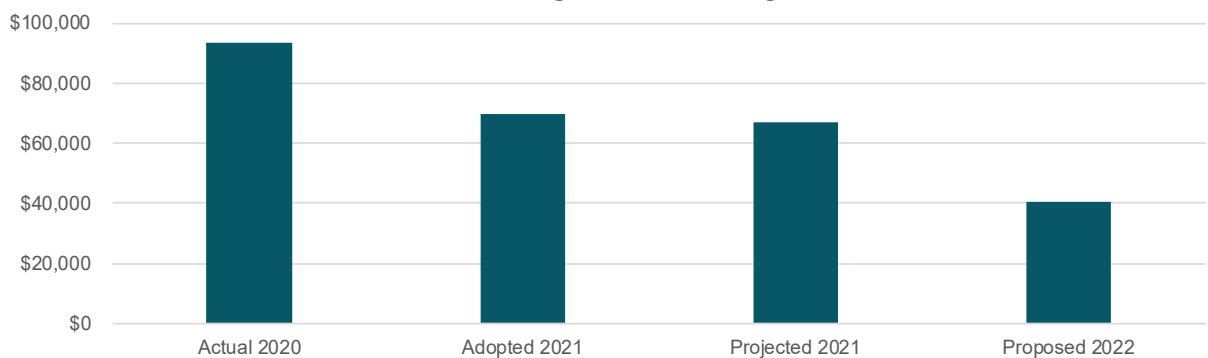
## JUVENILE CASE MANAGER FUND

This fund received fees collected from defendants convicted of misdemeanor offenses. Juvenile Case Manager fees are \$5 per conviction and are used to fund salary and benefits for a juvenile case manager for the Teen Court.

### JUVENILE CASE MANAGER FUND BUDGET SUMMARY

FUND 17	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$116,523	\$93,267	\$93,267	67,154
<b>Revenues</b>				
Juvenile Case Manager Fee	22,846	22,000	22,000	22,000
Interest Income	1,898	3,200	387	400
<b>Total Revenues</b>	<b>24,744</b>	<b>25,200</b>	<b>22,387</b>	<b>22,400</b>
<b>Funds Available</b>	<b>141,267</b>	<b>118,467</b>	<b>115,654</b>	<b>89,554</b>
<b>Expenditures</b>				
Operations Expenditures	0	1,000	500	1,000
Transfer to General Fund	48,000	48,000	48,000	48,000
<b>Total Expenditures</b>	<b>48,000</b>	<b>49,000</b>	<b>48,500</b>	<b>49,000</b>
<b>Fund Balance, Ending</b>	<b>\$93,267</b>	<b>\$69,467</b>	<b>\$67,154</b>	<b>40,554</b>

Juvenile Case Manager Fund Ending Fund Balance



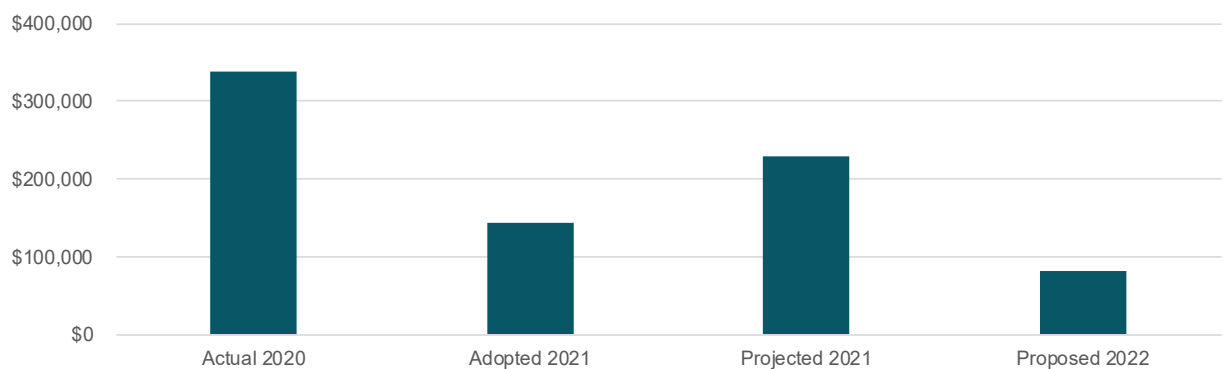
## RED LIGHT CAMERA FUND

This fund accounts for fees collected from defendant convicted of running red lights at intersections that have red light cameras. **Due to legislative changes we will no longer receive red light camera revenue from new issued fines (other than late funds received). However, we will continue to use fund balance for expenses.**

### RED LIGHT CAMERA FUND BUDGET SUMMARY

FUND 18	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$421,379	\$339,290	\$339,290	229,247
<b>Revenues</b>				
Red Light Camera Fees	4,363	0	1,000	0
Interest Income	7,977	4,000	1,407	1,400
<b>Total Revenues</b>	<b>12,340</b>	<b>4,000</b>	<b>2,407</b>	<b>1,400</b>
<b>Funds Available</b>	<b>433,719</b>	<b>343,290</b>	<b>341,697</b>	<b>230,647</b>
<b>Expenditures</b>				
Operations Expenditures	53,120	138,570	77,450	88,500
Capital Expenditures	41,309	60,000	35,000	60,000
<b>Total Expenditures</b>	<b>94,429</b>	<b>198,570</b>	<b>112,450</b>	<b>148,500</b>
<b>Fund Balance, Ending</b>	<b>\$339,290</b>	<b>\$144,720</b>	<b>\$229,247</b>	<b>82,147</b>

Red Light Camera Fund Ending Fund Balance





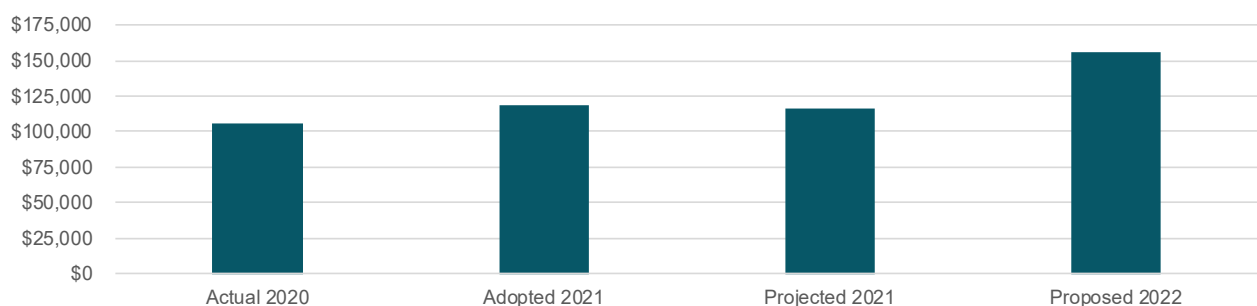
## GRANT FUND

This fund accounts for federal, state and local grants received for a variety of departments and uses. The grant proceeds are typically used for salary reimbursement and the purchase of various types of tools and equipment.

### GRANT FUND BUDGET SUMMARY

FUND 19	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$161,020	\$168,339	\$168,339	147,496
<b>Revenues</b>				
Federal Intergovernmental Revenues	106,109	90,000	90,000	125,000
State Intergovernmental Revenues	4,964	5,000	5,000	5,000
Local Intergovernmental Revenues	0	0	0	0
Interest income	1,675	0	600	250
Transfer from General Fund	0	0	0	0
<b>Total Revenues</b>	<b>112,748</b>	<b>95,000</b>	<b>95,600</b>	<b>130,250</b>
<b>Funds Available</b>	<b>273,768</b>	<b>263,339</b>	<b>263,939</b>	<b>277,746</b>
<b>Expenditures</b>				
<b>Police</b>				
Step Speed Grant	23,261	26,201	26,201	26,201
Bullet Proof Vest Grant	3,114	7,000	6,000	7,000
JAG Grant	76,734	80,000	80,000	115,000
LEOSE Training Grant	2,320	5,000	4,000	7,500
Library Books	0	0	242	0
<b>Emergency Management</b>				
Urban Area Security Initiative	0	0	0	0
<b>Total Expenditures</b>	<b>105,429</b>	<b>118,201</b>	<b>116,443</b>	<b>155,701</b>
<b>Fund Balance, Ending</b>	<b>\$168,339</b>	<b>\$145,138</b>	<b>\$147,496</b>	<b>122,045</b>

Grant Fund Expenditures



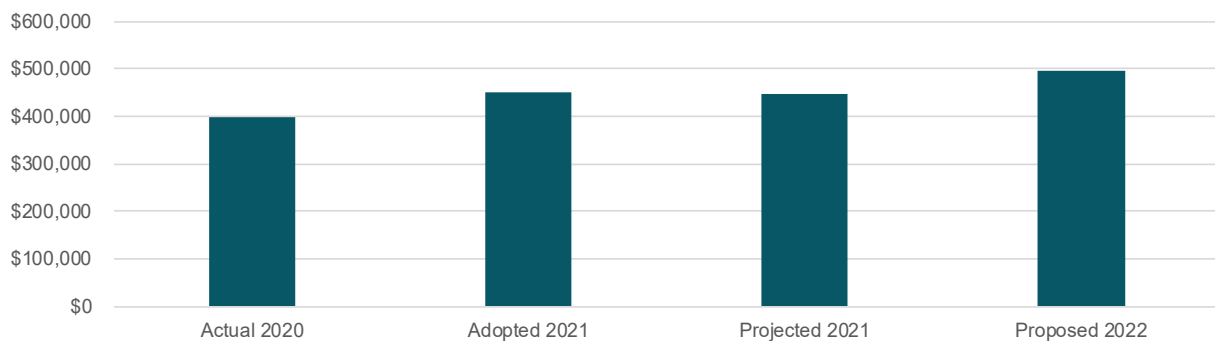
## PEG FUND

PEG stands for Public, Education and Government. This fund was established in Fiscal Year 2014 to segregate the portion of the cable franchise fee that must be used to support the City's government access channel.

### PEG FUND BUDGET SUMMARY

FUND 20	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$349,350	\$398,882	\$398,882	446,082
<b>Revenues</b>				
Public Education and Government Fee	49,960	50,000	50,000	50,000
Interest Income	6,176	6,000	2,200	6,000
<b>Total Revenues</b>	<b>56,136</b>	<b>56,000</b>	<b>52,200</b>	<b>56,000</b>
<b>Funds Available</b>	<b>405,486</b>	<b>454,882</b>	<b>451,082</b>	<b>502,082</b>
<b>Expenditures</b>				
Operations Expenditures	6,604	5,000	5,000	5,000
<b>Total Expenditures</b>	<b>6,604</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Fund Balance, Ending</b>	<b>\$398,882</b>	<b>\$449,882</b>	<b>\$446,082</b>	<b>497,082</b>

PEG Fund Ending Fund Balance



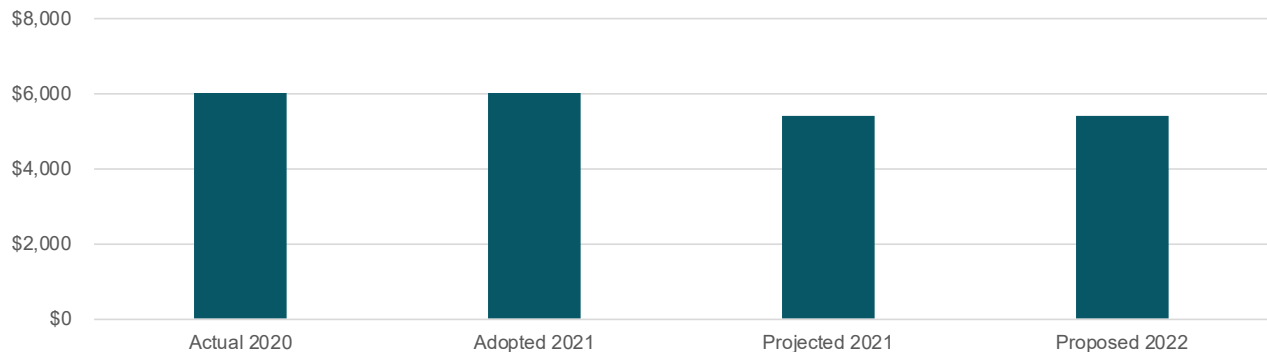
## FIRE DONATION FUND

This fund was established in Fiscal Year 2000 to fund the Fire Services Board. The Board sponsors the free Smoke Detector Program, Fire Safety Clowns, a Fire Safety House and other public fire safety education programs.

### FIRE DONATION FUND BUDGET SUMMARY

FUND 21	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$1,689	\$6,009	\$6,009	5,415
<b>Revenues</b>				
Donations	4,769	6,500	6,128	6,500
Interest Income	46	50	50	50
<b>Total Revenues</b>	<b>4,814</b>	<b>6,550</b>	<b>6,178</b>	<b>6,550</b>
<b>Funds Available</b>	<b>6,503</b>	<b>12,559</b>	<b>12,187</b>	<b>11,965</b>
<b>Expenditures</b>				
Operations Expenditures	495	6,548	6,772	6,548
<b>Total Expenditures</b>	<b>495</b>	<b>6,548</b>	<b>6,772</b>	<b>6,548</b>
<b>Fund Balance, Ending</b>	<b>\$6,009</b>	<b>\$6,011</b>	<b>\$5,415</b>	<b>5,417</b>

Fire Donation Fund Ending Fund Balance



## LIBRARY DONATION FUND

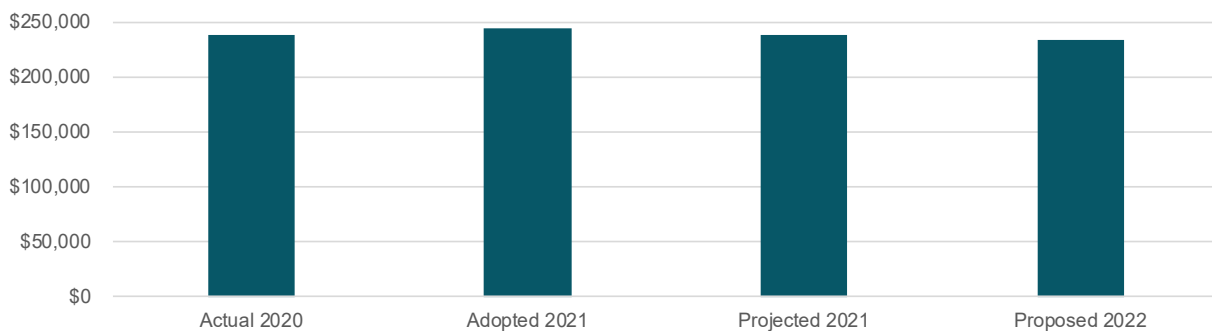
This fund supplements resources available through the Library Department in the General Fund. It is funded through voluntary contributions by citizens of the City. A Library Board, appointed by the City Council, makes budgetary recommendations for approval by the City Council.

Some of the accomplishments made possible by this fund include purchase of the Library van, furniture and computer equipment, sponsorship of the Summer Reading Program and other programming, the library app and library shelving.

### LIBRARY DONATION FUND BUDGET SUMMARY

FUND 22	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$244,350	\$237,916	\$237,916	238,161
<b>Revenues</b>				
Donations	6,116	6,300	8,675	11,500
Interest income	4,243	2,000	1,020	1,000
Copy Sales	11,647	19,000	11,000	19,000
Coffee Sales	404	600	0	600
<b>Total Revenues</b>	<b>22,410</b>	<b>27,900</b>	<b>20,695</b>	<b>32,100</b>
<b>Funds Available</b>	<b>266,760</b>	<b>265,816</b>	<b>258,611</b>	<b>270,261</b>
<b>Expenditures</b>				
Operations Expenditures	28,845	22,500	20,450	36,500
<b>Total Expenditures</b>	<b>28,845</b>	<b>22,500</b>	<b>20,450</b>	<b>36,500</b>
<b>Fund Balance, Ending</b>	<b>\$237,916</b>	<b>\$243,316</b>	<b>\$238,161</b>	<b>233,761</b>

Library Donation Fund Ending Fund Balance



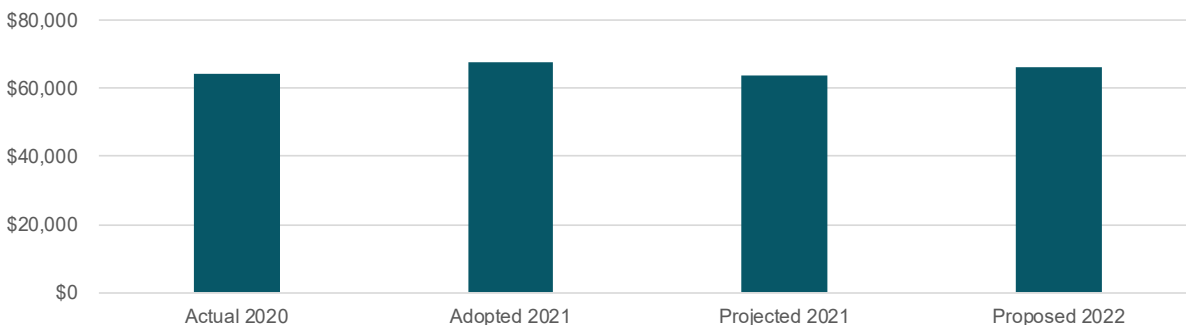
## POLICE FORFEITURE FUND

Resources for this fund are provided through the sale of property confiscated from illegal drug activities. The money is used by the Police Department to further reduce criminal activities in the City. Some of the purchases made possible with these funds have been tactical uniforms and equipment, raid jackets (for detectives), a mobile data terminal and a negotiator's telephone.

### POLICE FORFEITURE FUND BUDGET SUMMARY

FUND 23	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$67,451	\$64,282	\$64,282	63,768
<b>Revenues</b>				
Awarded Property Revenue	13,329	18,000	14,266	18,000
Interest Income	1,179	1,500	220	220
<b>Total Revenues</b>	<b>14,508</b>	<b>19,500</b>	<b>14,486</b>	<b>18,220</b>
<b>Funds Available</b>	81,959	83,782	78,768	81,988
<b>Expenditures</b>				
Operations Expenditures	17,677	16,000	15,000	16,000
<b>Total Expenditures</b>	<b>17,677</b>	<b>16,000</b>	<b>15,000</b>	<b>16,000</b>
<b>Fund Balance, Ending</b>	\$64,282	\$67,782	\$63,768	65,988

Police Forfeiture Fund Ending Fund Balance



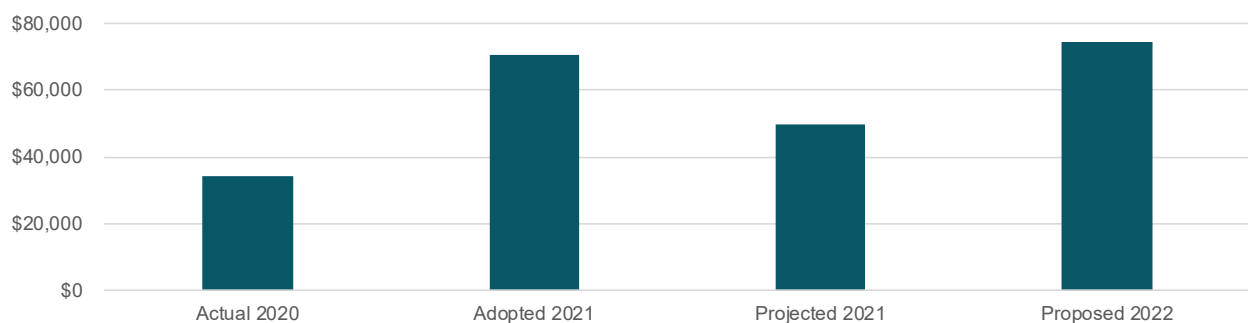
## PARK DONATION FUND

This fund is supported through voluntary contributions by the Citizens of Haltom City. The Park Board, appointed by the City Council makes budgetary recommendations for approval by the City Council. Annual activities include the Spring Fest, the Haltom City Stampede, Back to School Health Fair and the Halloween Carnival.

### PARK DONATION FUND BUDGET SUMMARY

FUND 24	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$74,614	\$63,785	\$63,785	42,819
<b>Revenues</b>				
Monthly Donations	3,800	6,000	3,000	6,000
Special Events Donations	0	0	0	0
Back to School Health Fair Donations	15,677	35,000	15,000	15,000
Parks Beautification Donations	50	150	1,000	150
Interest income	1,217	1,000	275	1,000
Sports Fees	1,390	3,500	7,000	7,000
Veteran's Memorial	1,163	3,000	2,600	3,000
<b>Total Revenues</b>	<b>23,297</b>	<b>48,650</b>	<b>28,875</b>	<b>32,150</b>
<b>Funds Available</b>	<b>97,911</b>	<b>112,435</b>	<b>92,660</b>	<b>74,969</b>
<b>Expenditures</b>				
Operation Expenditures	7,944	27,841	27,841	52,341
Special Events Expenditures	2,162	7,500	2,000	2,000
Back to School Healthfair Expenditures	24,019	35,000	20,000	20,000
Arts Festival Expenditures	0	0	0	0
<b>Total Expenditures</b>	<b>34,126</b>	<b>70,341</b>	<b>49,841</b>	<b>74,341</b>
<b>Fund Balance, Ending</b>	<b>\$63,785</b>	<b>\$42,094</b>	<b>\$42,819</b>	<b>628</b>

Park Donation Fund Expenditures



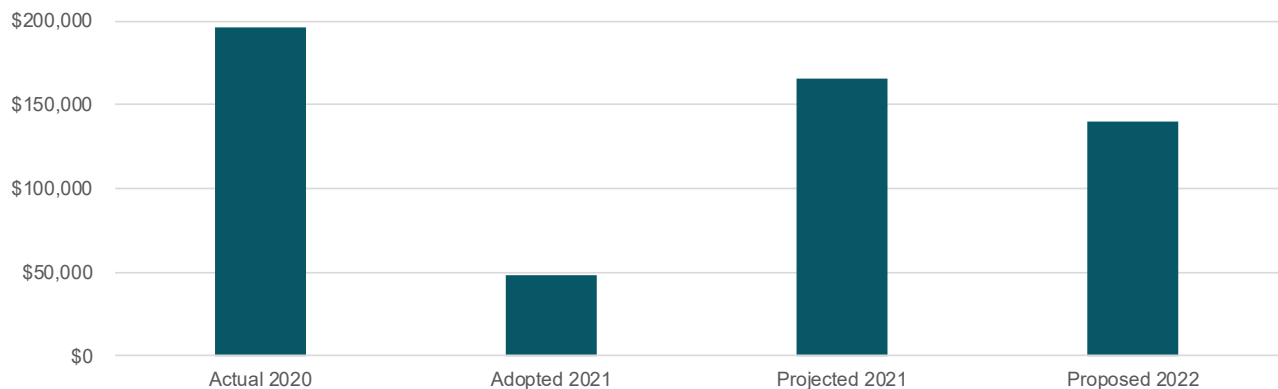
## PARK DEDICATION FUND

This City has a Park Dedication Ordinance which requires developers of any residential property in the City to either dedicate park land or pay cash in lieu of land dedication. Money received must be used for park development and park improvements.

### PARK DEDICATION FUND BUDGET SUMMARY

FUND 25	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$161,520	\$195,707	\$195,707	165,904
<b>Revenues</b>				
Developer Contributions	43,150	0	0	0
Interest Income	3,306	3,500	831	800
<b>Total Revenues</b>	<b>46,456</b>	<b>3,500</b>	<b>831</b>	<b>800</b>
<b>Funds Available</b>	<b>207,976</b>	<b>199,207</b>	<b>196,538</b>	<b>166,704</b>
<b>Expenditures</b>				
Operations Expenditures	12,269	151,394	30,634	26,650
<b>Total Expenditures</b>	<b>12,269</b>	<b>151,394</b>	<b>30,634</b>	<b>26,650</b>
<b>Fund Balance, Ending</b>	<b>\$195,707</b>	<b>\$47,813</b>	<b>\$165,904</b>	<b>140,054</b>

Park Dedication Fund Ending Fund Balance



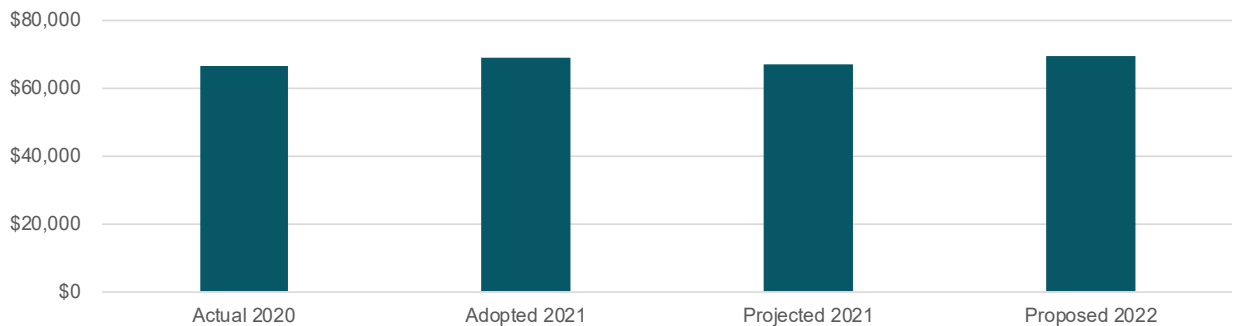
## SAFE PATHWAY FUND

In July 2003, the City adopted Ordinance 0-2003-011-15 which created the “Safe Pathways Program” to build sidewalks. This fund tracks donations made to the City in accordance with this program. Funds must be used in the sub-division from which they were received unless special approval is granted by the City Council to use the funds within two miles of the sub-division. Funds must be used within ten years of collection. There is no planned expenditure for this fund for FY2022.

### SAFE PATHWAYS FUND BUDGET SUMMARY

FUND 26	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$65,516	\$66,659	\$66,659	66,899
<b>Revenues</b>				
Developer Contributions	0	1,250	0	1,250
Interest Income	1,143	1,000	240	1,000
<b>Total Revenues</b>	<b>1,143</b>	<b>2,250</b>	<b>240</b>	<b>2,250</b>
<b>Funds Available</b>	66,659	68,909	66,899	69,149
<b>Expenditures</b>				
Streets and Sidewalks	0	0	0	0
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Fund Balance, Ending</b>	\$66,659	\$68,909	\$66,899	69,149

Safe Pathways Fund Ending Fund Balance





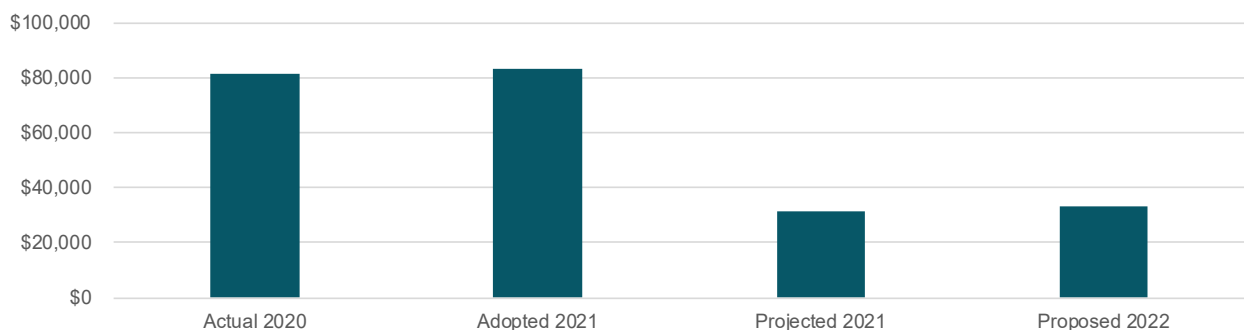
## ANIMAL SHELTER FUND

This fund was established in Fiscal Year 2000 in recognition of growing community concern to replace the existing animal shelter with a more modern and larger facility. With completion of constructing the facility, this fund will track the donations from the community and the expenditures of the funds.

### ANIMAL SHELTER FUND BUDGET SUMMARY

FUND 27	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$75,663	\$81,283	\$81,283	31,683
<b>Revenues</b>				
Donations	6,209	6,000	5,000	6,000
Interest Income	1,321	1,000	400	500
<b>Total Revenues</b>	<b>7,530</b>	<b>7,000</b>	<b>5,400</b>	<b>6,500</b>
<b>Funds Available</b>	83,193	88,283	86,683	38,183
<b>Expenditures</b>				
Animal Shelter Supplies	1,910	5,000	5,000	5,000
Transfer to Capital Replacement Fund	0	0	50,000	0
<b>Total Expenditures</b>	<b>1,910</b>	<b>5,000</b>	<b>55,000</b>	<b>5,000</b>
<b>Fund Balance, Ending</b>	\$81,283	\$83,283	\$31,683	33,183

Animal Shelter Fund Ending Fund Balance



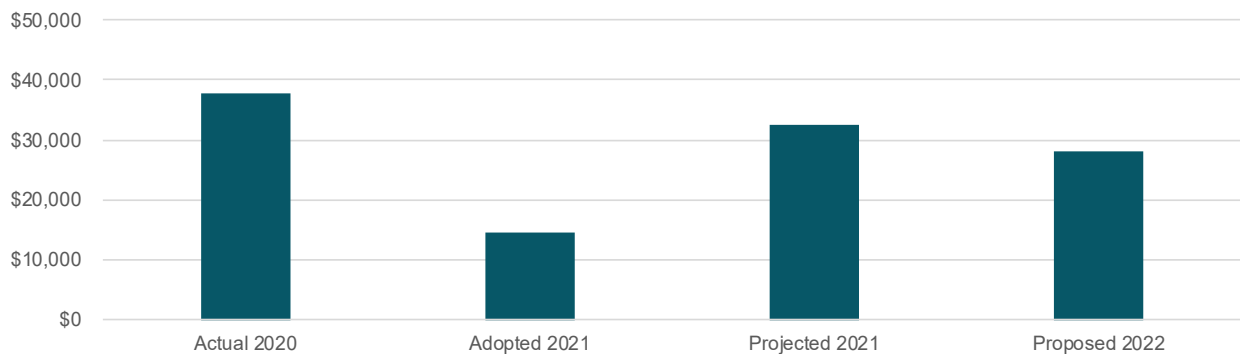
## POLICE DONATION FUND

This special revenue fund is used to provide a safer working environment and help facilitate crime scene investigations. Body armor, tactical safety equipment and crime scene equipment are purchased from this fund. Revenues consist mainly of donations from citizens contributing fifty cents in addition to their regular monthly water bill.

### POLICE DONATION FUND BUDGET SUMMARY

FUND 28	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$60,330	\$37,709	\$37,709	32,419
<b>Revenues</b>				
Donations	6,907	8,000	4,000	8,000
DARE Contributions	0	0	0	0
Interest income	964	1,200	210	200
Miscellaneous Revenues	14,304	15,000	18,000	15,000
<b>Total Revenues</b>	<b>22,174</b>	<b>24,200</b>	<b>22,210</b>	<b>23,200</b>
<b>Funds Available</b>	<b>82,504</b>	<b>61,909</b>	<b>59,919</b>	<b>55,619</b>
<b>Expenditures</b>				
Operations Expenditures	44,796	47,500	27,500	27,500
<b>Total Expenditures</b>	<b>44,796</b>	<b>47,500</b>	<b>27,500</b>	<b>27,500</b>
<b>Fund Balance, Ending</b>	<b>\$37,709</b>	<b>\$14,409</b>	<b>\$32,419</b>	<b>28,119</b>

Police Donation Fund Ending Fund Balance



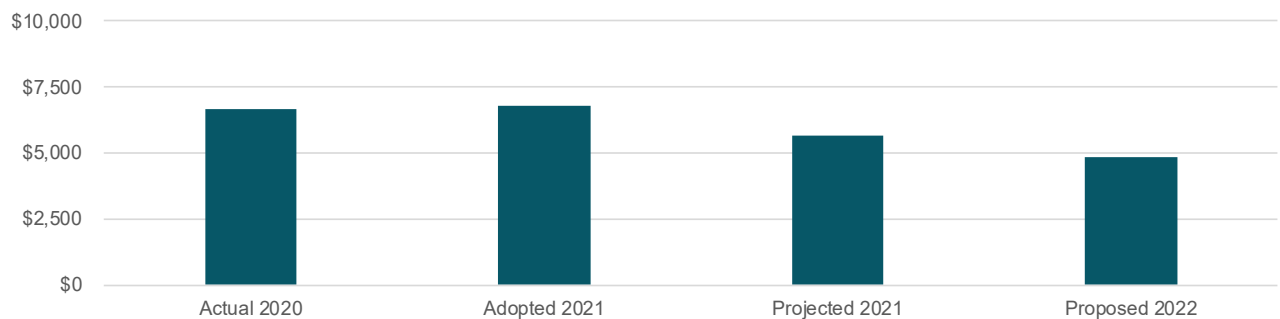
## POLICE CART FUND

The Police Child Abduction Response Team (CART) Fund is a special revenue fund used for the multi-jurisdictional effort to properly allocate resources to missing/endangered children cases. Revenues consist mainly of donations from participating agencies of \$1,000 each. The primary goal of CART is to provide a pool of specialized trained investigators that are available to focus dedicated and intensive investigative efforts shortly after the confirmed incident of an abducted child or children.

### POLICE CART FUND BUDGET SUMMARY

FUND 29	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	\$6,530	\$6,647	\$6,647	5,677
<b>Revenues</b>				
Contributions from Agencies	0	1	0	0
Interest Income	117	150	30	150
<b>Total Revenues</b>	<b>117</b>	<b>151</b>	<b>30</b>	<b>150</b>
<b>Funds Available</b>	<b>6,647</b>	<b>6,798</b>	<b>6,677</b>	<b>5,827</b>
<b>Expenditures</b>				
Operations Expenditures	0	1,000	1,000	1,000
<b>Total Expenditures</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>
<b>Fund Balance, Ending</b>	<b>\$6,647</b>	<b>\$6,798</b>	<b>\$5,677</b>	<b>4,827</b>

Police CART Fund Ending Fund Balance





# CAPITAL PROJECTS FUNDS

Capital Projects Funds are used to account for the financing and construction of major capital facilities or the acquisition of major equipment. Financing is provided primarily through the issuance of tax notes, general obligation bonds or certificates of obligation and 3/8 cents of sales tax and transfers from other funds. The City's Capital Project Funds are currently set up to monitor street reconstruction, storm drainage improvements, water distribution utilities, sewer main collection projects, capital equipment acquisition and other projects and acquisitions

- **CAPITAL PROJECTS FUNDS DESCRIPTION**
- **MAJOR CAPITAL PROJECTS**
- **FUND SUMMARIES:**
  - » **Street Reconstruction Fund**
  - » **Capital Improvement Fund**
  - » **Capital Replacement Fund**
  - » **Street Assessment Fund**
  - » **Water & Sewer Capital Projects Fund**
  - » **Water & Sewer Impact Fees Fund**
  - » **Drainage Capital Projects Fund**



## CAPITAL PROJECTS FUNDS DESCRIPTION

The City of Haltom City develops a multi-year financial plan for all capital projects in conjunction with the development of a multi-year operational plan. These capital improvement plans (CIP) are developed during the budget process and are adopted by the City Council along with the proposed operating budget.

**Criterion for Selection and Budgetary Impact:** Improvements to be included in the CIP are selected and prioritized according to the critical nature of the project and the timeliness of available financing for the project. The following operation impacts are considered:

- Demolition and salvage costs
- Changes in city-wide utility costs, maintenance costs and personnel costs
- Impact of regulatory compliance upon operations
- Impact of avoided costs
- Impact of deferred maintenance

All improvements completed in the CIP budget have a useful life that exceeds the life of the financing. Capital equipment considered for inclusion in the CIP must have an initial acquisition cost of at least \$5,000 and a useful life of at least 2 years.

**Sources of funding** for the capital projects include:

- Reserve funds or carryover balances from prior years
- Current resources from operations
- 3/8 cents of sales tax for streets
- Grants and contributions
- Transfers from other funds
- Bond proceeds from tax and revenue supported debts

Funding for the FY2022 capital projects are from fund balances, transfers, sales tax, and Certificates of Obligation issued for streets and parks.

Fund	Capital Project Funds	Sales Tax	Interest	Transfers	Bond Proceeds	Developers' Contributions	Total
31	Street Reconstruction	\$2,747,258	\$275,000		\$5,250,000		\$8,272,258
32	Capital Improvements		33,900	600,000	29,000,000		29,633,900
35	Equipment Replacement		3,000	850,000			853,000
42	Water & Sewer Projects		98,000	8,020,000			8,118,000
44	Water & Sewer Impact Fees		35,000			400,000	435,000
46	Drainage Capital Projects		8,000	320,000			328,000
	<b>Total Revenues</b>	<b>\$2,747,258</b>	<b>\$452,900</b>	<b>\$9,790,000</b>	<b>\$34,250,000</b>	<b>\$400,000</b>	<b>\$47,640,158</b>
	Use of Fund Balance						-
	<b>Total Funding</b>						<b>\$47,640,158</b>



## Fiscal Year 2022 Capital Plan

The total of the capital projects planned in the Capital Projects Funds for FY2022 is \$47,640,158. The Budget Summary of the Capital Projects Funds is listed below:

Fund	Capital Project Funds	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
31	Street Reconstruction	\$9,292,011	\$8,245,057	\$8,189,204	\$8,272,258
32	Capital Improvements	149,428	1,250,000	1,434,052	29,633,900
35	Equipment Replacement	1,635,313	874,000	933,484	853,000
42	Water & Sewer Projects	7,510,979	7,495,628	7,449,200	8,118,000
44	Water & Sewer Impact Fees	498,393	435,000	435,000	435,000
46	Drainage Capital Projects	930,002	273,000	258,000	328,000
Total Revenues		\$20,016,127	\$18,572,685	\$18,698,940	\$47,640,158

A matrix of the FY2022 expenditures is listed below:

Fund	Description	Vehicles / Equipment	Streets	Fire Station	Police Law Enforcement Center	Parks	Water & Sewer	Drainage	Total
31	Street Reconstruction	-	\$6,320,000	-	-	-	-	-	\$6,320,000
32	Capital Improvements	-	-	1,968,126	10,000,000	1,502,000	-	-	13,470,126
35	Equipment Replacement	850,000	-	-	-	-	-	-	850,000
42	Water & Sewer Projects	-	-	-	-	-	7,838,000	-	7,838,000
44	Water & Sewer Impact Fees	-	-	-	-	-	182,000	-	182,000
46	Drainage Capital Projects	-	-	-	-	-	-	1,855,000	1,855,000
Total		\$850,000	\$6,320,000	\$1,968,126	\$10,000,000	\$1,502,000	\$8,020,000	\$1,855,000	\$30,515,126

### Capital Expenditures and Impact on Operating Costs

Most of the capital improvement projects are recurring (reconstruction/replacement) expenditures since the City is a matured city with aged streets, water, sewer systems, and facilities. Because of the age of these items, the City is working hard to replace facilities and infrastructure each year.

One of the new facilities was Fire Station #3 that will be completed in December 2021. The new Fire Station is replacing the existing facility currently located under the water tower on Haltom Rd. In the Spring of 2022 the Senior Center will be moving from its existing location to the newly renovated North East Center. Since both facilities were existing and no new staffing was required, there will be little to no impact on operating costs for these two facilities. In future years, the new Public Safety Facility will require additional operational cost increases considering the size difference from the existing building to the new facility, but it is currently in the planning stages and projected to be completed in the next 18-24 months. Any new maintenance agreements will be considered through the construction phase along with cost differences for utilities and janitorial services for future budgeting.

Replacement of storm sewers, curb and gutters does not reduce the annual budget for maintenance. It does allow these scarce dollars to be allocated to other projects for up to 15 years. Every mile of road in which the City rebuilds the storm sewers, curb and gutter allows the City to shift nearly \$40,000 in maintenance materials and labor to other needed projects. Replacing worn and damaged water lines reduces lost water and increases customer billing. Each 1% of lost water that is captured through capital outlay is worth about \$90,000 at current commodity rates.



## Major Capital Projects

### Street Reconstruction Fund (31)

Street improvements are funded by sales tax revenues, bond proceeds, and transfers from the Water and Sewer Fund to cover specific costs for utility replacements. Most projects include the replacement of the sanitary sewer, water main, drainage, sidewalks and replacement of the existing asphalt pavement with a concrete pavement. The FY2022 budget for Street Reconstruction fund is \$6,320,000. Major street projects for FY2022 are listed below:

Union Pacific Railroad at Glenview Drive	\$ 300,000	Eastridge Reconstruction	\$ 525,000
Meacham	\$ 740,000	Selma Street	\$ 75,000
Ray Drive and Ray Court	\$ 450,000	Hahn Boulevard	\$ 100,000
McComas Road	\$ 650,000	Murray Avenue	\$ 105,000
Denise Drive	\$ 100,000	Field Street (Haltom to Stanley Keller)	\$ 70,000
McCullar (Carson to Weaver)	\$ 200,000	Voncille Street (Glenda to Earle)	\$ 90,000
Broadway (Denton Hwy to SH26)	\$ 500,000	Parker Road E/W (Webster to Vicki)	\$ 155,000
Midway Road (Belknap to City limits)	\$ 100,000	Hadley Street	\$ 110,000
Huddleston Street	\$ 425,000	Atmos Gas Extention Project	\$ 200,000

Major projects for Street Reconstruction Fund are described in more detail below:

- **Meacham Boulevard.** Engineering was completed in 2020 and the construction bid was approved in November of 2020. Actual construction began in March 2021.
- **Quiet Zones.** Glenview and Haltom Road are combined into one project. Glenview is currently in the design phase and a review is being conducted by the Union Pacific Railroad. The road will be widened to four lanes and new medians at the railroad crossing will be added. Haltom Road crossing has had new arms installed in preparation for the Quiet Zone portion of the project. The actual Quiet Zone portion of the project is also under review by the Union Pacific Railroad. A new median and pedestrian gates will be installed by year-end FY2022.
- **Vicki Street (Field Street to Denton Hwy).** This project includes the replacement of the existing asphalt street with a concrete pavement section, along with the replacement of the existing sanitary sewer, water and drainage facilities. Construction was completed in FY2021.
- **Little Fossil Improvements (Carson Bridge).** This project consists of removing Carson Street which acts as a bridge over Little Fossil Creek and sits below a state highway (SH 121). The construction of the project was administered by the Texas Department of Transportation and was completed in FY2019. While the construction was complete two (2) years ago, TxDOT allowed the City to make the final payment (to TxDOT) over the following 2 fiscal years. The final payment to TxDOT was made in January 2021.
- **Field Street, Voncille Street & Parker Road East & West.** These residential streets will be grouped into one project and an engineering consultant will be engaged in FY2022. Engineering Design will consume most of FY2022 and construction is anticipated in FY2023.
- **Hahn Boulevard & Murray Avenue.** These streets are both industrial streets and will also be grouped with each other as one project. Similar to above, an engineering consultant will be engaged in FY2022 and consume most of FY2022. Construction is anticipated to begin in FY2023.

**Capital Improvement Fund (32)**

The Capital Projects Fund accounts for projects financed with resources from governmental funds and tax-supported debt. For FY2022 projects, expenditures and transfers totaling \$13,470,126 were approved. Major projects for FY2022 are listed below:

Police Law Enforcement Center	\$ 10,000,000
Fire Station #3	\$ 1,968,126
North Park	\$ 750,000
Broadway Park	\$ 700,000
Buffalo Ridge Park	\$ 52,000

**Capital Replacement Fund (35)**

This fund is used for accumulating resources for replacement of vehicles and equipment.

Funding is from transfers from other funds. For FY2022, a transfer of \$850,000 from General Fund will cover payments on existing vehicles. Last year the the city have not added any new vehicle due to conservative spending. This year the city will get back on track with the vehicle replacement schedule but will add slowly as the budget allows.

**Water & Sewer Utility Projects Fund (42) and Impact Fees Fund (44)**

This fund is to account for water and sewer capital projects. The source of funds is the Water and Sewer Fund and the proceeds of debt backed by the net revenues of the Water and Sewer Fund. Total budget of \$7,838,000 is approved for FY2022. Major projects approved for FY2022 include:

Meachum	\$ 25,000	Huddleston Street	\$275,000
SSMP# 1 Parker Road	\$ 100,000	Eastridge Drive	\$250,000
Rio Vista Sanitary Sewer Replacement	\$ 25,000	Selma Street	\$ 25,000
Denton Hwy (Webster to Broadway) - Water	\$ 1,100,000	Hahn Boulevard	\$120,000
Denton Hwy (Broadway to Glenview) - SS	\$ 600,000	Murray Avenue	\$130,000
Diamond Oaks (North/South)	\$ 650,000	Field Street (Haltom to Stanley Keller)	\$ 35,000
46th Year CDBG	\$ 125,000	Voncille Street (Glenda to Earle)	\$ 45,000
Ray Drive and Ray Court	\$ 570,000	Parker Road E/W (Webster to Vicki)	\$ 50,000
McComas Road	\$ 833,000	Hadley Street	\$ 60,000
Denise	\$ 1,390,000	Thomas Road SS repair	\$275,000
McCullar (Carson to Weaver)	\$ 150,000	Rehabilitate Sanitary Sewer Lift Station	\$330,000
Broadway Ave.	\$ 500,000	Higgins Lane Ground Storage Water Tank	\$100,000
Midway Road	\$ 75,000		

**Drainage Capital Fund (46)**

During FY 2003-04, the City engaged consultants to perform a drainage study. The result of the study was a plan that assesses a monthly fee to each residential customer in the City. Commercial interests are billed a per square foot charge based upon the square footage of their property multiplied by a runoff factor.

During FY2004-05, the City engaged another consulting firm to assist in the preparation of a Drainage Master Plan. As a part of the analysis, floodplain maps were studied, and the existing drainage system was studied. The results of the study determined that the value of needed drainage projects amounted to approximately \$102 million.

The FY2021 budget includes \$1,855,000 for replacement of curb and gutter in conjunction with street reconstruction and targeted areas in the City. Major projects approved for FY2022 include:

Meachum	\$ 110,000
Ray Drive and Ray Court	\$ 200,000
McCullar Street	\$ 250,000
Broadway Avenue	\$ 200,000
Midway Road	\$ 50,000
Huddleston Street	\$ 150,000
East Ridge Dr	\$ 100,000
Hahn Boulevard	\$ 90,000
Murray Avenue	\$ 100,000
Field Street (Haltom to Stanley Keller)	\$ 35,000
Voncille Street (Glenda to Earle)	\$ 35,000
Parker Road E/W (Webster to Vicki)	\$ 40,000
Northern Cross	\$ 250,000
Hadley Street	\$ 45,000
Storm/Drainage road extention - Northern Cross	\$ 100,000

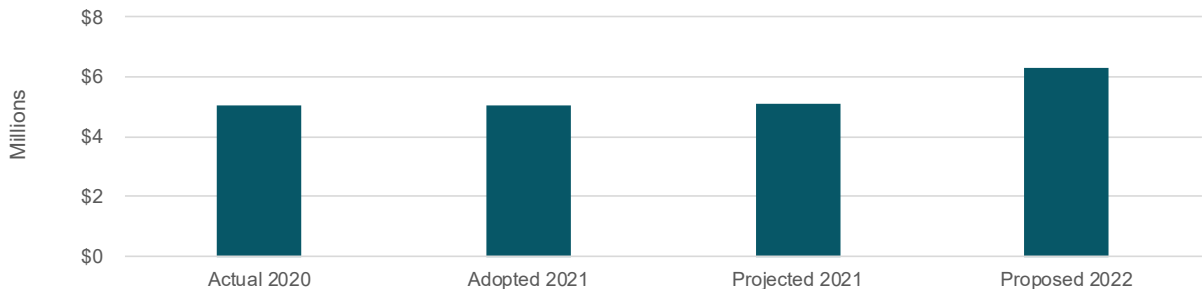
## STREET RECONSTRUCTION FUND

The Street Reconstruction fund is to track revenues and expenditures devoted to street construction, repair, mill and overlay and reconstruction projects. The Street Reconstruction Fund receives 3/8 cents allocation of the City's Sales Tax.

### STREET RECONSTRUCTION FUND BUDGET SUMMARY

FUND 31	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	14,541,400	18,772,145	18,772,145	21,846,630
<b>Revenues</b>				
Sales Tax	2,875,661	2,720,057	2,720,057	2,747,258
Interest Income	256,572	275,000	83,189	275,000
Bond Proceeds	6,159,778	5,250,000	5,250,000	5,250,000
Other Revenues	-	-	135,958	-
<b>Total Revenues</b>	<b>9,292,011</b>	<b>8,245,057</b>	<b>8,189,204</b>	<b>8,272,258</b>
<b>Funds Available</b>	<b>23,833,411</b>	<b>27,017,202</b>	<b>26,961,349</b>	<b>30,118,888</b>
<b>Expenditures</b>				
Engineering	80,186	-	4,378	-
Street Reconstruction Projects	3,503,664	6,065,000	3,755,341	4,895,000
Utility Portion of Capital Projects	-	-	-	-
Mill & Overlay	413,623	400,000	400,000	430,000
Other Operating Cost	163,793	95,000	55,000	95,000
Transfer to General Fund - Streets	900,000	900,000	900,000	900,000
<b>Total Expenditures</b>	<b>5,061,266</b>	<b>7,460,000</b>	<b>5,114,719</b>	<b>6,320,000</b>
<b>Fund Balance, Ending</b>	<b>18,772,145</b>	<b>23,002,889</b>	<b>21,846,630</b>	<b>23,798,888</b>

Street Reconstruction Fund Expenditures



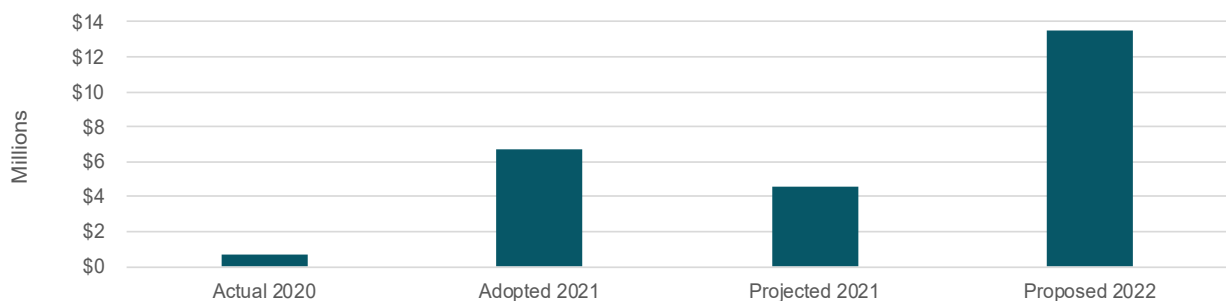
## CAPITAL IMPROVEMENT FUND

The Capital Project fund is used to track monies received from the issuance of bonds or transfers from other funds for the construction of parks, buildings and infrastructure and the purchase of various machinery and equipment.

### CAPITAL IMPROVEMENT FUND BUDGET SUMMARY

FUND 32	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	8,786,489	8,236,088	8,236,088	5,085,111
<b>Revenues</b>				
Bond Proceeds	-	730,000	1,000,000	29,000,000
Interest Income	149,428	120,000	34,052	33,900
Miscellaneous	-	-	-	-
Transfer from General Fund	-	400,000	400,000	600,000
<b>Total Revenues</b>	<b>149,428</b>	<b>1,250,000</b>	<b>1,434,052</b>	<b>29,633,900</b>
<b>Funds Available</b>	<b>8,935,917</b>	<b>9,486,088</b>	<b>9,670,140</b>	<b>34,719,011</b>
<b>Expenditures</b>				
Fire Station	331,874	6,100,000	4,000,000	1,968,126
Police Law Enforcement Center	-	-	300,000	10,000,000
Computer Equipment/Software	-	-	-	-
Streets and Drainage	-	-	-	-
Parks	367,956	602,000	292,227	1,502,000
Other Expenditures	-	-	(7,198)	-
<b>Total Expenditures</b>	<b>699,829</b>	<b>6,702,000</b>	<b>4,585,029</b>	<b>13,470,126</b>
<b>Fund Balance, Ending</b>	<b>8,236,088</b>	<b>2,784,088</b>	<b>5,085,111</b>	<b>21,248,884</b>

#### Capital Improvement Fund Expenditures



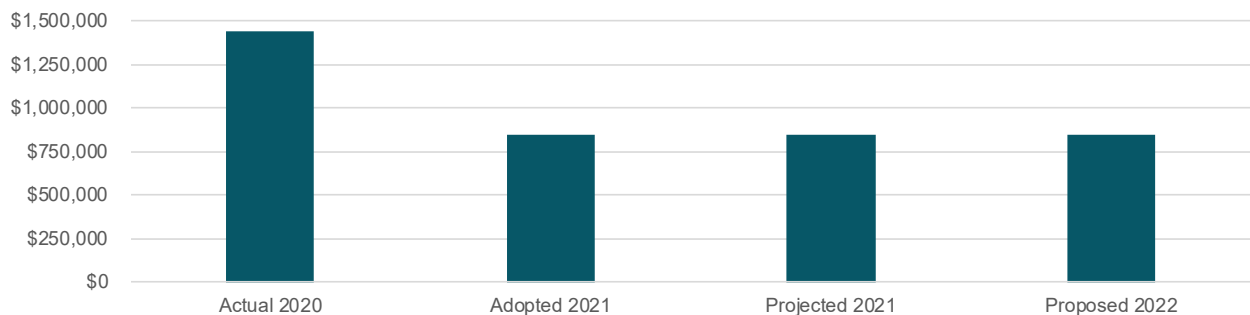
## CAPITAL REPLACEMENT FUND

The Capital Replacement Fund is for accumulation of resources for the purchase of vehicles, machinery and equipment. Sources of fund are from transfers from other funds.

### CAPITAL REPLACEMENT FUND BUDGET SUMMARY

FUND 35	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	692,423	891,794	891,794	975,278
<b>Revenues</b>				
Interest Income	15,239	24,000	3,484	3,000
Proceeds from Capital Lease	956,294	-	-	-
Transfers	663,780	850,000	930,000	850,000
<b>Total Revenues</b>	<b>1,635,313</b>	<b>874,000</b>	<b>933,484</b>	<b>853,000</b>
<b>Funds Available</b>	<b>2,327,736</b>	<b>1,765,794</b>	<b>1,825,278</b>	<b>1,828,278</b>
<b>Expenditures</b>				
Vehicles and Equipment	1,318,715	-	-	-
Interest on Leased Vehicle	70,617	850,000	850,000	850,000
Building Maintenance	-	-	-	-
Machinery and Equipment	46,610	-	-	-
Police	-	-	-	-
Fire	-	-	-	-
Streets	-	-	-	-
Parks	-	-	-	-
<b>Total Expenditures</b>	<b>1,435,942</b>	<b>850,000</b>	<b>850,000</b>	<b>850,000</b>
<b>Fund Balance, Ending</b>	<b>\$891,794</b>	<b>\$915,794</b>	<b>\$975,278</b>	<b>978,278</b>

Capital Replacement Fund Expenditures



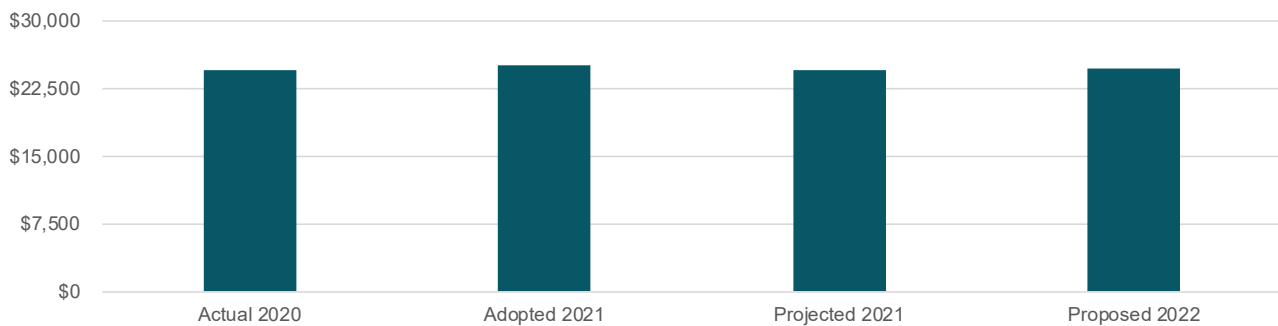
## STREET ASSESSMENTS FUND

The City ceased assessing for street repairs in 1999. There are unpaid assessments for 25 projects that were completed prior to that time. Revenues from these accounts are unpredictable and can vary significantly especially with commercial properties. Revenue is received when the sale of property that triggers assessment payment plus penalty that is due. There is no appropriation budgeted for FY2022.

### STREET ASSESSMENTS FUND BUDGET SUMMARY

FUND 39	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Fund Balance, Beginning</b>	24,058	24,477	24,477	24,582
<b>Revenues</b>				
Assessment Revenue	-	-	-	-
Interest from Investments	419	500	105	100
<b>Total Revenues</b>	<b>419</b>	<b>500</b>	<b>105</b>	<b>100</b>
<b>Funds Available</b>	<b>24,477</b>	<b>24,977</b>	<b>24,582</b>	<b>24,682</b>
<b>Expenditures</b>				
Transfer to General Fund	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance, Ending</b>	<b>24,477</b>	<b>24,977</b>	<b>24,582</b>	<b>24,682</b>

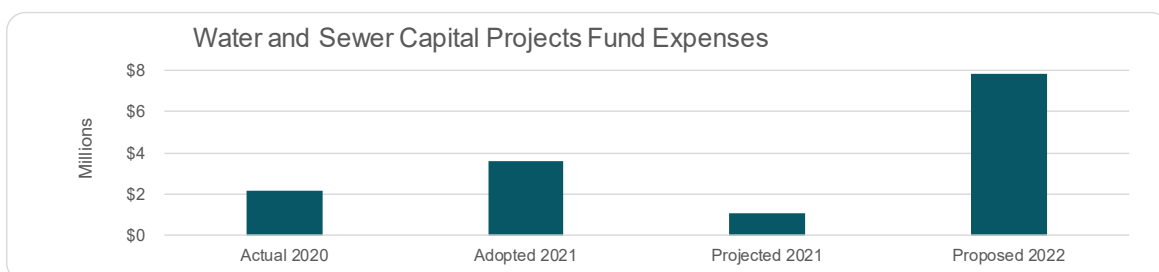
Street Assessments Fund Ending Fund Balance



## WATER AND SEWER CAPITAL PROJECTS FUND

This fund is used to record monies transferred from the Water and Sewer Fund for capital projects and equipment purchases.

WATER AND SEWER CAPITAL PROJECTS FUND BUDGET SUMMARY				
FUND 42	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Cash &amp; Investments, Beginning</b>	7,227,100	12,563,626	12,563,626	18,893,824
<b>Revenues</b>				
Interest Income	113,351	98,000	51,567	98,000
Miscellaneous Revenues	-	-	-	-
Bond Proceeds	-	-	-	-
Transfer from Water Fund	7,397,628	7,397,628	7,397,633	8,020,000
<b>Total Revenues</b>	<b>7,510,979</b>	<b>7,495,628</b>	<b>7,449,200</b>	<b>8,118,000</b>
<b>Funds Available</b>	<b>14,738,079</b>	<b>20,059,254</b>	<b>20,012,826</b>	<b>27,011,824</b>
<b>Expenses</b>				
Water and Sewer Projects				
Big Fossil Creek	80,704	810,000	-	-
Broadway	-	50,000	-	500,000
Denise	-	-	-	1,390,000
Denton Highway Water	-	-	-	1,100,000
Denton Highway Sewer	-	300,000	-	600,000
Diamond Oaks	-	50,000	-	-
Joy Lee	77,244	-	-	-
McComas	-	-	-	833,000
McCullar	50,309	590,000	50,000	150,000
Meacham	-	400,000	550,000	25,000
Oakwood	82,973	-	-	-
Ray	-	-	-	570,000
Sewer Master Plan Projects	21,963	100,000	-	100,000
Thomas	122,500	-	50,000	275,000
Vicki	835,728	50,000	50,000	-
Paint Water Tanks	878,031	-	94,002	100,000
Bond Issuance Cost	-	-	-	-
Rio Vista	-	25,000	25,000	25,000
46th Year CDBG2	-	75,000	275,000	125,000
Ray Dr & Ray Ct	-	570,000	-	-
East Ridge Dr	-	50,000	-	250,000
Selma	25,000	25,000	25,000	25,000
Hahn	-	120,000	-	120,000
Murray	-	130,000	-	130,000
Field St	-	35,000	-	35,000
Voncille Street	-	45,000	-	45,000
Parker Rd	-	50,000	-	50,000
Impact Fee Study	-	135,000	-	-
Diamond Oaks	-	-	-	650,000
Midway Road	-	-	-	75,000
Huddleston Street	-	-	-	275,000
Hadley Street	-	-	-	60,000
SS lift station Rehabilitation	-	-	-	330,000
<b>Total Expenses</b>	<b>2,174,453</b>	<b>3,610,000</b>	<b>1,119,002</b>	<b>7,838,000</b>
<b>Adjustments</b>				
<b>Cash &amp; Investments, Ending</b>	<b>\$12,563,626</b>	<b>\$16,449,254</b>	<b>\$18,893,824</b>	<b>19,173,824</b>





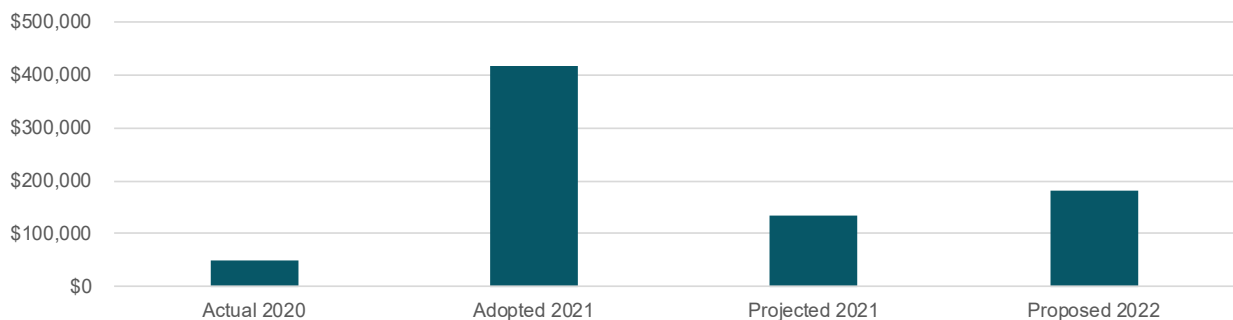
## WATER AND SEWER IMPACT FEES FUND

Developers are required to pay a fee for each new residential or commercial construction site. These fees are dedicated to fund improvements that must be made as a result of the additional demand placed on the water and sewer system that is caused by the new development.

### WATER AND SEWER IMPACT FEES FUND BUDGET SUMMARY

FUND 44	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Cash &amp; Investments, Beginning</b>	\$ 1,759,961	\$ 2,210,011	\$ 2,210,011	\$ 2,510,011
<b>Revenues</b>				
Water Impact Fees	185,853	175,000	175,000	175,000
Sewer Impact Fees	284,050	225,000	250,000	225,000
Interest Income	28,490	35,000	10,000	35,000
	<b>498,393</b>	<b>435,000</b>	<b>435,000</b>	<b>435,000</b>
<b>Funds Available</b>	<b>2,258,354</b>	<b>2,645,011</b>	<b>2,645,011</b>	<b>2,945,011</b>
<b>Expenses</b>				
Impact Fee Study	48,343	417,932	135,000	182,000
Others	-	-	-	-
<b>Total Expenses</b>	<b>48,343</b>	<b>417,932</b>	<b>135,000</b>	<b>182,000</b>
<b>Adjustments</b>				
<b>Cash &amp; Investments, Ending</b>	\$ 2,210,011	\$ 2,227,079	\$ 2,510,011	\$ 2,763,011

Water and Sewer Impact Fees Fund Expenses



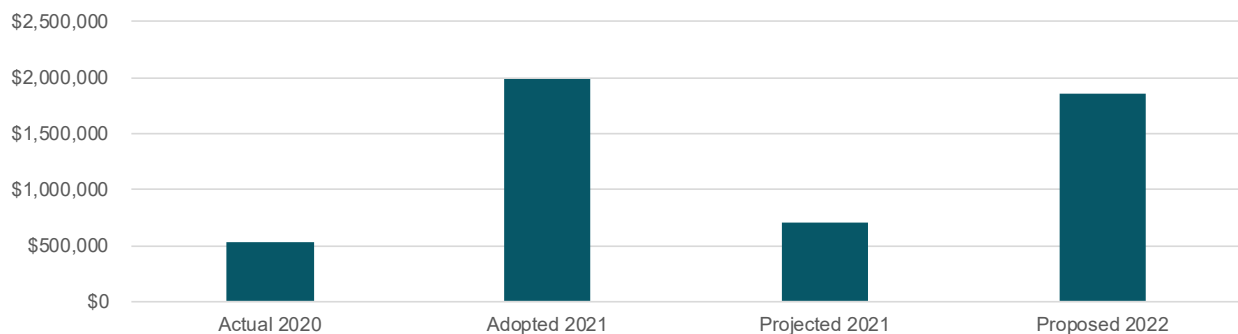
## DRAINAGE CAPITAL PROJECTS FUND

This fund is used to record monies received from the issuance of debt or transferred from other funds for the construction of drainage infrastructure.

### DRAINAGE CAPITAL PROJECTS FUND BUDGET SUMMARY

FUND 46	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Cash &amp; Investments, Beginning</b>	\$1,579,219	\$1,975,004	\$1,975,004	1,533,004
<b>Revenues</b>				
Interest Income	24,998	23,000	8,000	8,000
Drainage Fees				
Transfers from Drainage Fund	905,004	250,000	250,000	320,000
<b>Total Revenues</b>	<b>930,002</b>	<b>273,000</b>	<b>258,000</b>	<b>328,000</b>
<b>Funds Available</b>	<b>2,509,221</b>	<b>2,248,004</b>	<b>2,233,004</b>	<b>1,861,004</b>
<b>Expenses</b>				
Contract Services	-	-	-	-
Curb and Gutter Maintenance	73,315	150,000	100,000	100,000
Drainage Improvements	460,902	1,833,000	600,000	1,755,000
<b>Total Expenses</b>	<b>534,217</b>	<b>1,983,000</b>	<b>700,000</b>	<b>1,855,000</b>
Adjustments				
<b>Cash &amp; Investments, Ending</b>	<b>\$1,975,004</b>	<b>\$265,004</b>	<b>\$1,533,004</b>	<b>6,004</b>

Drainage Capital Projects Fund Expenses



# PROPRIETARY FUNDS

There are two types of proprietary funds – enterprise funds and internal service funds. Enterprise funds are used for services provided to the public on a user charge basis, similar to the operation of a commercial enterprise. Internal service funds are used for operations serving other funds or departments within a government on a cost-reimbursement basis. The City has two non-capital enterprise funds and no internal service fund. The two enterprise funds are:

- » Water & Sewer Fund
- » Drainage Fund



## WATER AND SEWER FUND

The Water and Sewer Fund is used to account for the provision of water and sewer services to residents and commercial business of the City. Activities necessary to provide such services include Public Works Administration, Engineering, Environmental Services, Construction, Maintenance, Collection and Distribution, Meters and Utility Billing.

The Water and Sewer Fund is responsible for maintaining 305 miles of water distribution mains, 141 miles of sewer collection lines, 1,662 fire hydrants and related pumping and storage facilities. Typical duties include responding to customer requests, cleaning, inspecting and repairing sewer lines, installing water/sewer services upon request, repairing water lines, valves and fire hydrants and providing technical support for water/sewer capital improvement projects, meter reading, billing and collection of fees.

The ending cash and investment balance at year end is estimated at \$7,955,860 which is approximately 26% operating expenses. Policy requires a minimum of 20%. The City has tried to increase revenues and reduced costs to improve the financial stability of the fund.

### Mission Statement

To supply safe uninterrupted water and sewer services to residents and businesses while recording the consumption of those services in an accurate and timely manner.

### Accomplishments of FY2021

- ◇ With help from the other divisions within the Public Works Department, was able to provide potable water to the citizens during the entire Storm Uri event (February 2021) without having to issue a Boil Water Notice.
- ◇ Maintained a “Superior” rating of the public water system through the TCEQ’s Public Water Supply Comprehensive Compliance Investigation.
- ◇ Installed new locks and new access control door at the North Oaks Pump Station.
- ◇ Installed new sanitary sewer pumps at the Glenview West Lift Station.
- ◇ Completed the City’s Risk and Resilience Assessment in accordance with the “America’s Water Infrastructure Act of 2018”.

### Objectives of FY2022

- ◇ Complete the City’s Emergency Response Plan in accordance with the “America’s Water Infrastructure Act of 2018”.
- ◇ Insure Oncor Electric Delivery approves all of the City’s water pump stations and sanitary sewer lift stations are considered as Critical Loads.
- ◇ Complete the Water Master Plan.
- ◇ Complete the Water & Wastewater Impact Fee Update.
- ◇ Begin phasing in those projects identified in the Sanitary Sewer Master Plan.
- ◇ Monitor water and sewer system in accordance with Environmental Protection Agency and Texas Commission of Environmental Quality Rules and regulations.

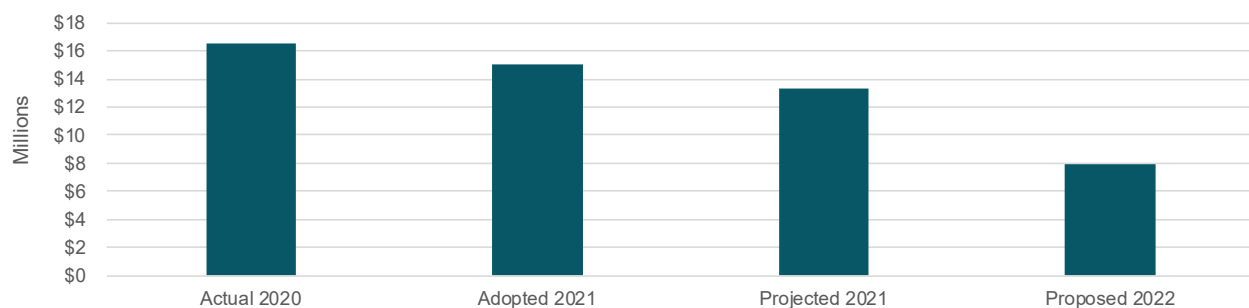
- ◇ Maintain water supply with minimal interruptions.
- ◇ Maintain water pressure throughout the community.
- ◇ Perform necessary repairs and maintenance to water and sewer systems, lift stations, fire hydrates, water meters and valves.
- ◇ Provide for expedient repair to all water main breaks and leaks.
- ◇ Minimize sanitary sewer overflows through television equipment.
- ◇ Continue an environmental complaint response program.
- ◇ Provide safety training for employees.
- ◇ Maintain integrated mosquito control practice.
- ◇ Continue to improve customer service.

<b>STAFFING</b>	<b>Class</b>	<b>Range</b>	<b>Actual FY 2020</b>	<b>Adopted FY 2021</b>	<b>Actual FY 2021</b>	<b>Adopted FY 2022</b>
Director of Public Works	2601	88	1	1	1	1
Assistant Public Works Director /Operations	2602	77	1	1	1	1
Director of Customer Service*	2602	77	1	0	0	0
City Engineer	2804	75	1	1	1	1
Assistant Director of Finance/Customer Service	2103	70	0	1	1	1
Environmental Services Manager	2701	67	1	1	1	1
Engineer	2802	69	1	1	1	1
Utilities Construction Supervisor	2903	63	0.5	0.5	0.5	0.5
Water/Sewer Maintenance Supervisor	2904	63	1	1	1	1
Water Production and Facilities Supervisor	2902	63	1	1	1	1
Database Administrator	2801	53	1	1	1	1
Supervisor of Water Department	2302	52	1	1	1	1
Construction Inspector	2803	50	2	2	2	2
Environmental Services Technician	2703	50	0	1	1	1
Public Works Crewleader	2905	49	4	4	4	4
Senior Equipment Operator	2906	44	1	1	1	1
Administrative Secretary	2003	41	1	1	1	1
Water Production Operator	2907	44	4	4	4	4
Water Service Representative	2912	40	1	2	2	2
Equipment Operator	2910	41	1	3	3	3
Customer Service Representative	2304	38	0	3	3	3
Utility and Account Billing Technician	2306	44	0	1	1	1
Public Works Dispatch Clerk	2702	37	0	1	1	1
Public Works Maintenance Worker	2911	37	11	11	11	11
Public Works Inventory Technician	2914	36	0	1	1	1
Water Meter Reader	2305	35	3	0	0	0
<b>Total</b>			<b>39</b>	<b>45.5</b>	<b>46</b>	<b>45.5</b>

### WATER AND SEWER FUND BUDGET SUMMARY

FUND 41	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Cash &amp; Investments, Beginning</b>	\$13,538,545	\$16,572,193	\$16,572,193	13,290,131
<b>Revenues:</b>				
Water Sales Revenue	13,152,690	12,000,000	11,000,000	12,000,000
Water Service Fees	340,954	375,000	375,000	375,000
Water Connection Fees	62,119	50,000	50,000	50,000
Sewer Service Revenue	9,228,708	9,100,000	9,100,000	9,100,000
Sewer Surcharge Revenue	1,242,828	1,900,000	1,566,629	1,900,000
Sewer Connection Fees	11,400	10,000	10,000	10,000
Lab Service Fees	54,488	40,000	48,000	40,000
Penalty Revenue	250,335	90,000	192,000	90,000
Billing Fees	73,519	65,200	55,200	65,200
Interest Income	241,643	270,000	69,259	270,000
Miscellaneous	45,221	52,000	32,031	52,000
<b>Total Revenues</b>	<b>24,703,906</b>	<b>23,952,200</b>	<b>22,498,119</b>	<b>23,952,200</b>
<b>Cash &amp; Investments Available</b>	<b>38,242,451</b>	<b>40,524,393</b>	<b>39,070,312</b>	<b>37,242,331</b>
<b>Expenses:</b>				
Public Works Administration	653,067	671,895	665,119	988,486
Engineering	460,988	475,227	443,808	504,614
Environmental Services	186,673	237,182	184,427	293,747
WS Construction	429,028	414,067	373,618	700,627
WS Maintenance	155,708	1,480,932	1,284,330	2,823,495
Collection & Distribution	465,181	594,287	615,964	641,212
Purchased Water	3,882,177	5,000,000	5,000,000	5,000,000
Sewer Treatment Fee	1,919,355	2,100,000	2,100,000	2,100,000
Sewer Surcharge Fee	1,503,290	1,600,000	1,600,000	1,600,000
Meter Maintenance	133,464	141,492	137,743	149,233
Utility Billing	789,099	-	814,542	874,304
Debt Service	413,597	1,902,190	1,916,115	1,709,661
Non-Departmental	5,021,104	4,956,456	4,286,882	4,921,092
Transfer Out: Fund 01 (PILOT)	459,996	-	460,000	460,000
Transfer Out: Water Capital Project Fund	7,397,628	7,397,628	7,397,633	8,020,000
<b>Total Expenses</b>	<b>23,870,354</b>	<b>26,971,356</b>	<b>27,280,181</b>	<b>30,786,471</b>
<b>Non-cash adjustments:</b>				
Depreciation/Amortization/Others	\$2,200,096	\$1,500,000	\$1,500,000	\$1,500,000
<b>Cash &amp; Investments, Ending</b>	<b>\$16,572,193</b>	<b>\$15,053,037</b>	<b>\$13,290,131</b>	<b>\$ 7,955,860</b>
Change in Cash Inc/(Dec)	\$3,033,648	(\$1,519,156)	(\$3,282,062)	\$ (5,334,271)
Ending Cash & Investments as a % of				
Total Expenses (City Policy is 20%)	69%	56%	49%	26%

#### Water and Sewer Fund Ending Cash and Investments



## DRAINAGE FUND

The Drainage Fund is to track revenues and expenses related to watershed and storm drainage improvements throughout the City. The drainage system includes curb and gutter, storm drains and channels. In November 2004 the City Council created the fund to address long-standing flooding and drainage issues. The source of funds is a monthly fee charged to customers based upon a rate factor multiplied by the run-off coefficient factor developed for each parcel of property in the City. Each residential property is currently charged \$6.81 per month. Each commercial property is charged approximately \$56.63 per month for each acre, with adjustments made for variances in the run-off coefficient.

As the City adds additional commercial and residential properties with growth, revenues will increase slightly, but it will not be enough to cover all capital projects needed. It is further unlikely that an adjustment in the rate structure will be sufficient to finance future capital projects. This represents a challenge to the City because the Drainage Master Plan has identified slightly more than \$100 million of projects that need to be addressed.

The FY2022 ending cash and investment balance at year end is estimated at \$446,843. Which is approximately 19% of operating expenses. This fund balance is just below the required minimum of 20%. Transfers are made to the Drainage Capital Projects fund for capital improvements, but several projects are pushed to future years due to lack of funding.

### Mission Statement

To provide service in a professional manner that complies with Federal and State guidelines; implement and maintain an effective storm water management program, flood control, development review, water quality programs, and to be a steward of our natural resources

### Accomplishments of FY2021

- ◇ Increased the number of storm drain inlets inspected & repaired.
- ◇ Continue to Correct deficiencies noted in the Texas Department of Transportation's bridge inspection lists.
- ◇ Initiated a database of storm drain inlets & channels for future systematic scheduling.
- ◇ Assist the Environmental Division in the updating and revisions to the City's Stormwater Management Plan.



## Objectives of FY2022

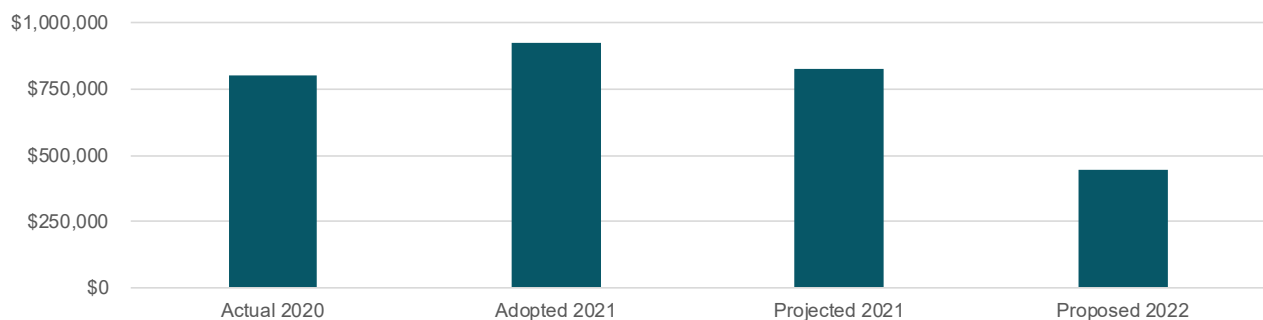
- ◇ Continue to maintain and improve current drainage system.
- ◇ Implement new procedures and programs based on the new state storm water requirements.
- ◇ Assist in identifying future drainage projects.
- ◇ Reshaping and grading of channels.
- ◇ Cleaning debris from road and bridge crossings.
- ◇ Cleaning inlets and catch basins.
- ◇ Weed controls through mowing and herbicide applications.
- ◇ Continue to improve erosion control with various procedures.
- ◇ Responding to customer requests pertaining to the drainage system.
- ◇ Larviciding ditches.

<b>STAFFING</b>	<b>Class</b>	<b>Range</b>	<b>Actual FY 2020</b>	<b>Adopted FY 2021</b>	<b>Actual FY 2021</b>	<b>Adopted FY 2022</b>
Street Maintenance Supervisor	2901	62	0.5	0.5	0.5	0.5
Utilities Construction Supervisor	2903	62	0.5	0.5	0.5	0.5
Public Works Crewleader	2905	48	1	1	1	1
Senior Equipment Operator	2906	43	1	2	1	1
Equipment Operator	2910	40	1	0	1	1
Public Works Maintenance Worker	2911	36	3	3	3	3
<b>Total</b>			<b>7</b>	<b>7</b>	<b>7</b>	<b>7</b>

### DRAINAGE FUND BUDGET SUMMARY

FUND 45	Actual FY2020	Adopted FY2021	Projected FY2021	Adopted FY2022
<b>Cash &amp; Investments, Beginning</b>	\$972,058	\$801,229	\$801,229	825,532
<b>Revenues</b>				
Drainage Fee Revenues	1,787,718	1,665,000	1,664,727	1,665,000
Penalty Revenues	28,151	15,000	36,000	30,000
Interest Income	20,335	20,000	5,700	20,000
<b>Total Revenues</b>	<b>1,836,204</b>	<b>1,700,000</b>	<b>1,706,427</b>	<b>1,715,000</b>
<b>Cash &amp; Investments Available</b>	2,808,262	2,501,229	2,507,656	2,540,532
<b>Expenses</b>				
Drainage Maintenance	535,038	585,444	564,562	848,851
Debt Service	37,980	278,796	278,796	277,208
Non Departmental	619,157	709,487	713,566	772,430
Billing Fee to Water Fund	35,196	35,200	35,200	35,200
Transfer to General Fund	120,000	-	120,000	120,000
Transfer to Drainage Capital Project Fund	905,004	250,000	250,000	320,000
<b>Total Expenses</b>	<b>2,252,375</b>	<b>1,858,927</b>	<b>1,962,124</b>	<b>2,373,689</b>
<b>Non-cash adjustments:</b>				
Depreciation/Amortization/Other	\$245,341	\$280,000	\$280,000	280,000
<b>Cash &amp; Investments, Ending</b>	\$801,229	\$922,302	\$825,532	446,843
Increase in Cash & Investments	(\$170,829)	\$121,073	\$24,303	(378,689)
Ending Cash & Investments as a % of Total Expenses (City Policy is 20%)	36%	50%	42%	19%

#### Drainage Fund Ending Cash and Investments



# **SUPPLEMENTAL INFORMATION**

**This section provides additional information relating to the City of Haltom City that may be of interest to the reader.**

- » FINANCIAL MANAGEMENT POLICIES**
- » FUND STRUCTURE**
- » ACCOUNTING SYSTEM & BUDGET CONTROL**
- » BUDGET PROCESS**
- » LONG-TERM FINANCIAL PLANS**
- » DECISION PACKAGES**
- » ORGANIZATIONAL CHARTS & DEPARTMENTS DIVISIONS**
- » COMMUNITY PROFILE**



## FINANCIAL MANAGEMENT POLICIES

### Purpose:

City staff works with City Council each budget year in the early stages of strategic planning to review or update any financial management policies. These policies are adopted yearly during the adoption of the City's Fiscal Year Budget. These policies are also subject to be changed or updated as needed through the fiscal year. The financial management policies of the City are designed to ensure the financial integrity of the City's government and assist the City in achieving the following:

- A. Quality basic City services that meet the needs and desires of the citizens.
- B. A financial base sufficient to maintain or enhance City assets required to support community service demands.
- C. Responsiveness to constant changing needs, desires and service requirements of the City.
- D. Prudent and professional financial management practices to assure residents of Haltom City and the financial community that City government is well managed and in sound fiscal condition.
- E. Cost effective services to citizens through cooperation with other government entities.
- F. An adequate capital improvement program that maintains and enhances the public's assets.

### General Goals

Audit. The City will follow a five-year review of an outside (independent) auditor as provided in the City Charter. The auditors must demonstrate breadth and depth of staff necessary to handle the City's audit in a timely manner. The audited financial statements shall be submitted to the City Council within 180 days of the close of the fiscal year.

In compliance with City Policy, a committee of four (4) members of the City Council will be selected to operate as the City Council Audit Committee. Three of the members are active members and the fourth serves as an alternate. This committee reviews the financial statements and audit findings with the independent outside auditors and recommends Council action concerning the audited financial statements.

Annual/Interim Reporting. Annual reporting will be completed within the guidelines set forth in the Governmental Accounting and Auditing Financial Review and under the standards promulgated by the Governmental Accounting Standards Board. Interim activity reports will be made available to council and management each month. Financial systems will be maintained to monitor expenditures and revenues on monthly basis with a thorough analysis and adjustment (as required) at the end of each quarter. Budgets for all funds are adopted on basis consistent with generally accepted accounting principles (GAAP). Annual appropriated budgets are adopted for most funds. All annual appropriations remain open for 60 days subsequent to year-end.

The City will strive to maintain accounting policies and practices in the preparation of its annual financial report. The report will be presented to the Government Finance Officers Association for review of qualifications that meet those necessary to obtain the *Certificate of Achievement for Excellence in Financial Reporting*. In addition, the City will submit its annual budget to GFOA for review to receive the *Distinguished Budget Presentation Award*.

Staffing. Staffing levels shall be adequate for the departments of the City to function effectively. Overtime shall be used only to address temporary or seasonal demands that require excessive hours. Possible ways to increase efficiency shall be explored before adding staff. However, the staffing levels shall not be inadequate or marginal such that the City's internal controls are jeopardized.

### **Revenue Objectives**

Revenue System. The City shall strive to operate a revenue system that is simple and reliable so assurances can be provided that the revenue base will materialize according to budget planning. Consistent monitoring and collection policies will be maintained to ensure the integrity of the revenue system. Revenue collections will be consolidated under the finance department.

Revenue Analysis. Monthly reports shall be prepared to compare actual revenues to budget and to determine the variances and associated corrective action necessary. These reports will be presented to the City Council in open session.

Fee Schedule. The City will maintain a centralized list of fees adopted by ordinance and updated annually by resolution. Each year the City will review its fee structure to ensure that revenue collections are adequate to meet corresponding expenditures (cost of service concept). Such reviews will be conducted in concert with the budget preparation process.

Administrative/Internal Services. The Enterprise Funds, being the Water & Sewer Fund and the Drainage Utility Fund, engage in transactions with other funds of the City. All services rendered by this fund for other funds of the governmental jurisdiction should be billed at pre-determined rates, and all services received by this fund from other funds should be paid for on the same basis that other users are charged.

Franchise Fees. The Enterprise Funds will pay a franchise fee based on the same rationale as used with the electric, gas, and telephone companies. A franchise fee is paid to compensate the City for public property, street and alley usage.

## **Expenditure Objectives**

Interim Reporting. Monthly reports shall be prepared showing actual expenditures compared to original budget. Each monthly report will contain an executive summary disclosing significant trends affecting the financial performance of the City. These reports will be presented to the City Council in open session.

Budget Amendments. Modifications to the approved annual budget may be made within the following specific guidelines. Modifications within the operating categories (supplies, maintenance, services, and sundry) may be made with Finance Director approval. Modifications within the personnel and capital categories may be made with the approval of the City Manager. Modifications to reserve categories, inter-fund totals, or overall budget increases shall be done only with City Council consent, after a public hearing held in accordance with the City Charter and applicable State law.

Performance Measures. Performance measures and productivity indicators shall be used as expenditure guidelines. The measures will be illustrative of departmental and organizational goals. These measures will be reviewed annually for efficiency and effectiveness. This information shall be included in the annual budgeting process and in the approved budget document. Further, performance and productivity data will be reported to the City Council periodically throughout the fiscal year.

Purchasing. Purchases over \$50,000 shall conform to a formal bidding process as defined by the laws of the State of Texas and ordinances of the City of Haltom City. Recommendation of bids shall be made to the City Council for approval. Historically underutilized businesses (HUB's) will be sought for proposals on any purchases of \$3,000 or greater.

Procedures shall be taken so as to maximize any discounts offered by creditors. Current liabilities shall be paid within 30 days of receiving the invoice in accordance with applicable Texas law. Accounts Receivable procedures shall target collection within 30 days from date of service.

## Budget Concepts

Balanced Budget. The City shall prepare a budget for each fund and each program within the fund. The budget should be balanced with current revenues equal to or greater than current expenditures. In order to accomplish this aim emphasis will be placed first on encouraging increased productivity and recovering costs through fees. Reserves above the required levels are available for one-time expenditures. Non-essential services that cannot generate revenues to support some or all of operations may be reduced or eliminated. Tax increases will be considered only in the event that the above strategies fail to address essential service levels that cannot be reduced.

Planning. The City shall prepare a proposed itemized budget for each operational fund annually. For each operating fund, the annual budget will be a component of a five-year financial plan. The budget process will be performance-based and focused on goals, objectives and performance indicators.

Revenue Projection. Projections of revenues will be realistic and based upon historical trends coupled with current economic conditions. Current operating revenue, coupled with available resources, will be sufficient to support current operating expenditures.

Revenues are projected for the current fiscal year, proposed fiscal year and not less than four succeeding years. The estimates for outlying years are reviewed annually and revised as needed.

Expenditures/Expenses. Increases in proposed spending must be supported with new revenues or offset with expenditure savings. All new spending will be analyzed for its impact upon the five-year financial plan. The budget will provide adequate funding for maintenance and replacement of capital plant and equipment.

The City will pay for all current expenditures with current revenues. The City will avoid budgetary procedures that balance current expenditures at the expense of meeting future years' expenses, such as postponing expenditures or accruing future year's revenues. Fund balances in excess of policy minimums may be used for capital outlays or one-time expenditures.

Debt or bond financing will not be used to finance current expenditures. Budgets for the use of bond proceeds will be developed in accordance with the use of proceeds covenant in the bond ordinance.

Revenues are projected for the current fiscal year, proposed fiscal year and not less than four succeeding years. The estimates for outlying years are reviewed annually and revised as needed.



## Budget Assumptions and Short-Term Policies

The objective of this budget is to preserve current service levels while seeking opportunities to expand self-sustaining services and pursuing economic development possibilities. Other significant assumptions include:

- *Modest property value growth.* This is reflected in the average growth in assessed property values according to the appraised value by Tarrant County Appraisal District. There has been little population growth in the City since 2000 and new home development has been modest at best.
- *Sales Tax.* It can be expected that sales tax collections will be moderate to above average for the next year and return to historical growth rates thereafter.
- *Utilities.* Growth in revenues from utility operations will come primarily from increased rates. Expense growth must be restrained as the City seeks to maintain a competitive position in Northeast Tarrant County. Cost increases from Fort Worth Water will continue to be passed directly through to the customers.
- *Realistic projections of revenues and expenditures.* Conservative projections help ensure that adequate resources will always be available to meet budgeted obligations. Projections are based upon the last five years of actual history adjusted for known current events and statutory changes.
- *Annual Review of all significant fees.* Fees are reviewed annually and adjusted as needed. Frequent but moderate increases are preferable to infrequent but large rate increases.
- *Maintain or enhance target fund balances.* This strategy is essential to the preservation of financial integrity. Funds targeted with 20% reserves are the General Fund, Water and Sewer Fund and Drainage Fund.
- *Salary Adjustments.* Annual salary adjustments will be made for all employees when resources are available to retain and motivate employees. Market study will be conducted periodically, and salary schedule will be revised accordingly.

## Fund Balance/Operating Position Concepts

Required Reserves. The City will maintain an unallocated fund balance (cash and investments) to be used for unanticipated emergencies of at least 20 percent of the expenditure budgets of the major operating funds (General, Water & Sewer, Drainage Funds). These monies will be used to avoid cash-flow interruptions, generate interest income, reduce the need for short-term borrowing and assist in maintaining an investment-grade bond rating. All other funds are expected to maintain positive fund balances. Each fund may borrow internally from other City funds to provide cash flow requirements. These loans will be on a short-term basis.

Use of Surplus. It is the intent of the City to use surpluses to accomplish three goals: meeting reserve requirements, avoidance of tax or rate increases in ensuing years, and avoidance of future debt.

### **Capital Planning Criteria**

Multi-year Planning. The City will develop a multi-year plan for capital improvements and update the plan annually. The City will enact an annual capital budget based on the multi-year Capital Improvement Plan.

Capital Improvement Budget. The City will coordinate development of the capital improvement budget with development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts. The estimated costs and potential funding sources for each capital project will be identified before the project is submitted to the City Council for approval.

Alternative Capital Financing. The City shall explore funding alternatives in addition to long-term debt including leasing, grants and other aid, developer contributions, capital recovery fees, and current funds.

Intergovernmental assistance will be used to finance only those capital improvements that are consistent with the Capital Improvement Plan and City priorities. As well as those operating and maintenance costs which have been included in the operating budget.

### **Debt Management**

Limits. The City will strive to limit general obligation annual debt requirements to 25% of general government expenditures. Furthermore, the debt service portion of the tax rate will not exceed \$0.25 per \$100 to service the bonds as approved by the voters in 2010.

Long-Term debt shall not be used for financing current operations. The life of the bonds shall not exceed the useful life of the projects. Capital items financed with debt should have a minimum useful life of four years.

Required Coverage. Revenue bond coverage (Water & Sewer) shall be maintained at a minimum of revenues, less operating expenses, exceeding the annual debt service cost by 25% (1.25 times coverage). This exceeds our covenanted standard of 1 times coverage,

Continuing Disclosure. Full disclosure of operations and open lines of communication shall be made to rating agencies. The City staff, with the assistance of bond advisors, shall prepare the

necessary materials and presentation to the rating agencies. Inter-period reporting of material events to rating agencies and other oversight agencies is required as events occur.

Variable Rate / Floating Rate Debt. Debt instruments structured with variable rate or floating rate features (including derivatives) are to be utilized only after careful review by the City's financial advisor and bond counsel and subject to continuous monitoring and reporting.

### **Cash and Investment Management Concepts**

Objectives. The City shall manage and invest its cash with three objectives, listed in order of priority: safety, liquidity, and yield. The safety of the principal invested always remains the primary objective. All investments shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

Management. The City shall maintain a comprehensive cash management program, which includes collection of accounts receivable, vendor payment in accordance with invoice terms, and prudent investment of available cash. Cash management is defined as the process of managing monies in order to ensure maximum cash availability and maximum yield on short-term investment of idle cash.

Review. Periodic review of cash flow position shall be performed to determine performance of cash management and investment policies. Detail policy structures (City Investment Policy and Depository Agreement) shall be followed with respect to Cash/Treasury management.

Interest earned from investment of available funds, whether pooled or not, shall be distributed to the funds from which monies were provided to be invested.

In accordance with the Texas Public Funds Investment Act the written Investment Policy is submitted annually to the City Council for review and formal approval.

### **Performance Measurement**

Every year, the City Council evaluates the strategic priorities established the previous year. Priorities are added and dropped as appropriate to develop a new set of strategic priorities for the coming budget year.

From the strategic priorities, each department develops goals that outline measures to accomplish the strategic priorities. The goals are supported by performance measures. Performance measurements should objectively monitor and project the degree of success in accomplishing the goals as outlined.

## Conformity

The City has received the GFOA Certificate of Achievement for the fiscal year years ending 1987 through 2019. The budgets prepared for submission has been recognized with the GFOA Distinguished Budget Award annually since 1989 with exception of one year. The City intends to continue to participate successfully in the award program.

## Fund structure

The accounts of the City of Haltom City are organized on the basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are summarized as follows:

## Governmental fund types

### General Fund

The General Fund is the operating fund of the City. All general tax revenues and other receipts that are not restricted by law or contractual agreement to some other fund are accounted for in this fund. The General Fund records general operating expenditures, fixed charges, and capital improvement costs that are not paid through other funds. Activities operating in the General Fund include:

- General Government (City Manager's Office, City Secretary, City Council, Finance, Purchasing, Human Resources, Planning and Community Development, Information Technology, Animal Services, Municipal Court and Non-Departmental).
- Police (Police and Code Enforcement)
- Fire
- Public Works (Fleet, Building Maintenance and Streets).
- Parks and Recreation (Parks, Recreation, Senior Services)
- Library

### Debt Service Fund

The Debt Service Fund is used to account for monies accumulated for the payment of principal, interest, and related costs of general long-term liabilities paid from taxes levied by the City. This is administered by the Finance Department and considered a Finance function.

### Special Revenue Funds

The Special Revenue Funds are used to account for the specific revenue sources that are legally restricted to expenditure for specified purposes. Financing is provided by program charges, contributions, hotel occupancy tax, sales tax and cable franchise fee. Current Special Revenue Funds include:

- Crime Control and Prevention District, administered by Police Department.
- Oil and Gas Fund, administered by Finance Department.
- Hotel/Motel Tax Fund, administered by City Manager's Office.
- Court Security Fund, administered by Finance Department and Municipal Court.
- Court Technology Fund, administered by Finance Department and Municipal Court.
- Juvenile Case Manager Fund, administered by Finance Department and Municipal Court.
- Red Light Camera Fund, administered by Police Department.
- Grant Fund administered by Finance Department and grantor departments.
- PEG Fund administered by Finance Department and Information Technology Department
- Fire Donation Fund, administered by Fire Department.
- Library Donation Fund, administered by Library.
- Police Forfeiture Fund, administered by Police Department.
- Park Donation Fund, administered by Parks and Recreation Department.
- Park Dedication Fund, administered by Parks and Recreation Department.
- Safe Pathways Fund, administered by Public Works.
- Animal Shelter Fund, administered by Police Department.
- Police Donation Fund, administered by Police Department.
- Police CART Fund, administered by Police Department.

### Capital Projects Funds

The Capital Projects Funds are used to account for the financing and construction of major capital facilities. Financing was provided primarily by the sale of general obligation or certificate of obligation bonds, sales tax and transfers from other funds. The City's Capital Projects funds are currently devoted to general purposes, street, drainage, facilities, water, and sewer projects. Administration of the capital projects funds is shared between the Finance Department and Public Works for system improvements and the Finance Department and the affected departments for equipment and facility improvements.

**PROPRIETARY FUND TYPES:**Enterprise / Business-Type Funds

This fund type is used to account for the provision of fee-based services to residents of the City. These funds include the Water and Sewer Fund and the Drainage Fund. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, public works administration, environment services, operations, maintenance, financing and related debt service. Billing and collection services are shared between the two funds. Operation oversight of the Enterprise Funds is the responsibility of Public Works. Utility Billing and Collection is a function of the Finance Department.

Relationship between the city's budgeting units and fund structure for financial reporting:

Departments	Funds			
	General	Special Revenue	Capital Projects	Business Type
City Manager's Office	✓			
City Secretary	✓			
City Council	✓			
Finance	✓			
Human Resources	✓			
Planning & Inspections	✓			
Information Technology	✓	✓		
Fleet Services	✓			
Building Maintenance	✓			
Animal Services	✓	✓		
Police	✓	✓		
Fire	✓	✓		
Municipal Court	✓	✓		
Public Works	✓			
Streets	✓	✓	✓	
Water & Sewer			✓	✓
Drainage			✓	✓
Parks & Recreation	✓	✓	✓	
Library	✓	✓		
Economic Development	✓			
Non-Departmental	✓	✓		✓

## **ACCOUNTING SYSTEM AND BUDGETARY CONTROL**

Haltom City's accounting and financial reporting system follows the principles established by the Governmental Accounting Standards Board. An annual audit of the City's system is performed by an independent public accounting firm with the subsequent issuance of a comprehensive annual financial report.

The accounts of the City are organized on the basis of funds or accounts groups, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts, which comprise its assets, liabilities, retained earnings/fund balance, revenues and expenses/expenditures. The various funds are grouped by type in the financial statements. The City's accounting records for the Water and Sewer Fund and the Drainage Fund are maintained on an accrual basis whereby revenues and expenses are recorded in the accounting period in which they are earned or incurred. The remainder of the City's funds are maintained on the modified accrual basis whereby revenue is recorded when measurable and available and expenditures are recorded when the liability is incurred except for interest on general long-term debt.

One of the objectives of the City's financial accounting system is to provide internal controls. Internal controls are designed to provide reasonable, but not absolute, assurance regarding the safeguarding of assets against loss from unauthorized use or disposition and the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits likely to be derived and the evaluation of costs and benefits requires estimates and judgment by management.

Budgetary Control is accomplished by the adoption of an annual operating budget for various funds of the City. Detail control is accomplished by maintaining appropriations and expended balances by line item account within each operating department within each budgeted fund. Purchase orders or payments that would result in an over expenditure of a line item account are not processed without the approval of the Finance Director or the City Manager.

### **BASIS OF BUDGETING**

The financial data throughout this document, for all funds, is presented by using a cash basis of budgeting. This means that expenditures and revenues are measured and forecasted on an inflow, outflow basis for the 12 months that comprise the budget year. Capital outlay and debt service are included in the Water and Sewer Fund budget as a budgetary control of cash expenditures. Under Generally Accepted Accounting Principles (GAAP), these items will be reported as additions to capitalized assets and as a reduction of a liability, respectively. Certain accounting adjustments based on GAAP will be applied when the City closes its books for the year but these types of adjustments are not part of the budget presentation. The application of GAAP forms the basis of accounting for the city using the cash, accrual, and modified accrual methods of revenue and expenditure measurement. Where applicable, the effect of these end-of-year adjustments for historical data has been reversed to maintain the cash basis of budgeting consistently throughout the document.

## BUDGET PROCESS AND LONG-TERM PLANNING

### Overview

The Charter of Haltom City specifies that an Operating Budget be adopted prior to the first day of the fiscal year beginning October 1st. The City's budget preparation process is a seven-month cycle, which begins in mid-February and ends in mid-September. The City Council, management, departments, and the public have opportunities to participate in the preparation of the budget at various stages in the process. Throughout the process, the City Manager presents reports delineating particular areas of concern to the Council. The Council provides the direction and guidance necessary to implement the goals and objectives of the City.

### Preparation of the Operating Budget

In Early Spring, the Finance Department distributes a budget preparation manual for the upcoming fiscal year. Departments submit budget proposals. During the months of May, June, and July, the City Manager develops the recommended budget based on the policy direction received from Council. The City's Charter requires that the proposed budget be submitted to the Council at least forty-five (45) days prior to the beginning of the fiscal year. This submission normally occurs during mid-July followed by a series of public budget work sessions between July and August. The first and second readings of the budget ordinance occur at the council meetings in August and September. If the city council fails to adopt a budget in final form before the first day of the fiscal year, the city charter requires that the budget proposed by the City Manager shall be deemed to have been adopted.

In preparation of the proposed budget, each department develops measures, objectives and details accomplishments for use in the budget. By identifying the goals of the department and compiling past and current workload statistics, the department is able to determine early in the budget process which areas will require future resource adjustments. Departments prepare base budget requests to continue the current level of service. Any new projects that the department wants considered for funding are submitted as prioritized budgetary items. The department must also submit a prioritized list of budget reduction options. The consequences of not funding these items must also be provided. A departmental budget request is comprised of a line-item expenditure request that is supplemented with detailed justification. All requests for funding must be related to specific project needs and must be measurable in terms of effectiveness and/or efficiency indicators.



## **Public Input in the Budget Process**

Several boards and commissions advise the City Council in the development of the annual budget. The Library Board advises the Council on Library operational and capital needs. The Crime Control District Board has the authority to review the CCPD annual budgets submitted by Staff and approve the plan prior to Council consideration. The Beautification Boards advises the Council on budget matters pertaining to parks, open spaces, entryways and other community issues. The various boards and commissions meet in public sessions.

All Council workshops and public hearings concerning the proposed budget are posted meetings open to the public.

## **Budget Adoption**

The annual budget adoption requires public hearing and two readings of the budget ordinance. The City Council votes on the adoption of the budget.

## **Budget Transfers and Amendments**

By City Charter, the City Manager may make certain changes within the total operating budget of the City to increase, decrease or transfer appropriations among departments. The City Manager is restricted to the total funds authorized by the City Council for expenditures unless the budget is amended by the same public notice procedure called for in adopting the budget.

## **Long-Term Planning**

Long term planning will be based on plans that have been developed and approved such as The Information Technology Plan, The Drainage Improvement Plan, The Belknap Revitalization Plan, Street Improvement Plan, the Comprehensive Land Use Plan, and the Parks Improvement Plan. The City will also utilize opportunities for rate studies and financial analysis for revenue projections and Long-Term financing plans for its Capital Improvement Projects

## MULTI-YEAR FINANCIAL OUTLOOK

### General Fund

The Multi-year Financial Outlook for the General Fund is to continue to see increases in revenues while budgeting expenses at an average of two percent increase while still building the overall fund balance.

The long-term outlook in revenues is likely to be greater than projections, but just as with the current budget, projections are developed by taking a conservative approach. Just the growth from economic development should bring in the projected property and sales tax revenues. Because of the financial affects of the Covid Pandemic to the commercial industry, the Tarrant County Appraisal District lowered many commercial accounts values. In future years, these values should not only return to normal, but increase. We feel the growth in values will align more to double digit value increases that we have seen in years prior to the pandemic. Our sales tax base will also grow with new restaurants and retail development expected in the IH-820 Corridor. We also have new retail occurring throughout areas of the city that were not on our sales tax base in prior years such as Gomez Western Wear, and new gas station/restaurant combo scheduled to open soon. The two completed industrial parks are now leasing spaces to many new tax-producing industry's which should be a tremendous sales tax benefit for the City this year and in the future. For the 2020-2021 budget year the City's sales tax was up almost 14% over the previous year. Continued healthy revenues in both sales tax and property tax will determine the amount of expenses in future years.

Future expenditures will be focused on remaining competitive with surrounding cities for employee compensation and benefits. As a long-term goal of the City Council, they wish to retain and attract high-quality staff as the city continues to operate with a very modest number of employees. When a city is forced to forfeit yearly salary adjustments, there is a tendency to fall further behind like markets. It can be very costly to try to catch up in future years and often leads to the inability to ever catch up. Since the city has experienced this in the past, it is still slightly behind neighboring cities for several positions/salaries. Rather than doing the usual cost of living raises for employees, the city budgeted for a market adjustment increase to get positions closer to market for like positions in the cities in which we compete. Other operational expenses include the vehicle replacement program, and the information technology replacement plan. Decision package items or one-time expense items will be considered in future years when they generate efficiencies and effectiveness and the revenues for both property tax and sales tax continue in an upward and favorable trend. Another long-term goal is to address critical facility and infrastructure needs. The city will continue to find ways to fund these items so that they have little to no effect on the citizens of the community. Debt capacity has been structured in previous years so that his can be accomplished without an increase in the I&S portion of the property tax. Fortunately, the new commercial and residential growth has been an effective way to expand the overall values to broaden the tax base and lessen the burden on citizens. Because of the increases in values, the City was able to lower its property tax rate to its lowest in thirteen years. Building the tax base is the most effective way of accomplishing this. Not only do we strive to build the tax base, but we also want to build our reserve balances. Our multi-year financial plan reflects these goals.

Building the reserve will only benefit the City in future years by preparing city staff to continue to offer quality services and maintain staffing during economic down-turns. As unexpected as the Covid-19 pandemic that caused a shut-down of many non-essential businesses during the 2020 fiscal year, having a healthy reserve balance will help weather a fiscal storm. The experience of this quick-developing crisis caused city leadership to refocus on necessities for operations by halting all unnecessary spending and will be better prepared should an economic crisis occur again.

### MULTI-YEAR FINANCIAL OUTLOOK GENERAL FUND

	Budgeted 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026
<b>REVENUES</b>					
Property Taxes	\$10,924,286	\$11,798,229	\$12,742,087	\$13,761,454	\$14,862,370
Sales & Other Taxes	11,481,000	12,169,860	13,265,147	14,724,314	15,607,772
Franchise Fees	3,548,000	3,621,325	3,654,221	3,796,123	3,796,123
Licenses & Permits	954,050	1,023,422	1,066,211	1,076,873	1,087,642
Charges For Services	1,620,546	1,758,358	1,775,941	1,793,701	1,811,638
Fines and Fees	734,620	741,966	749,386	756,880	764,449
Other Revenues	703,569	707,087	710,622	714,175	717,746
Transfers	1,943,000	1,543,000	1,543,000	1,543,000	1,543,000
<b>Total Revenues</b>	<b>\$31,909,071</b>	<b>\$33,363,247</b>	<b>\$35,506,616</b>	<b>\$38,166,520</b>	<b>\$40,190,741</b>
Percent increase/(decrease) from previous year	3.8%	4.6%	6.4%	7.5%	5.3%
<b>EXPENDITURES</b>					
	\$36,247,965	\$33,363,247	\$35,506,616	\$38,166,520	\$40,190,741
Percent increase/(decrease) from previous year	14.3%	-8.0%	6.4%	7.5%	5.3%
<b>ENDING FUND BALANCE</b>					
	\$9,192,939	\$9,192,939	\$9,192,939	\$9,192,939	\$9,192,939
Fund Balance Target (20% Expenditures)	\$7,249,593	\$6,672,649	\$7,101,323	\$7,633,304	\$8,038,148
Percent of current year Expenditures	25%	28%	26%	24%	23%

## MULTI-YEAR FINANCIAL OUTLOOK

### Water and Sewer Fund

The Water and Sewer Fund generates the greatest portion of the Charges for Services realized by the City. The City projects costs of services provided by Fort Worth Water as well as the ongoing pressures upon the cost of service for personnel, operating costs, and capital projects. Rates are projected forward as estimates of the cost of meeting service requirements and other obligations. The City has spent the last three years working with a firm to redevelop and restructure our water and sewer rates moving forward. The new rate structure will be tiered rates rather than flat rates. The study was completed in the Fall of 2021 and will be implemented in the Spring of 2022. For FY2023 to FY2026, water rates are projected to increase 3% per year and sewer rates are projected to increase 5% per year. The cost of water and sewer from our supplier (The City of Fort Worth) plays an important role in increases or decreases of the rates. Expenses for operations will be adjusted in conjunction with revenue projections. Capital improvement projects will also depend on the revenues available for those projects.

Rates supporting the Drainage Utility for Fiscal Year 2022 is at \$6.81 per residential unit and \$56.63 per acre for commercial properties. The rates will not be adjusted until a new study is performed. We plan to budget for a new study in FY 2023 to determine the proper rate needed for the capital projects to be completed.

## MULTI-YEAR FINANCIAL OUTLOOK

### WATER AND SEWER FUND

	Budgeted 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026
<b>REVENUES</b>	\$23,952,200	\$24,790,527	\$25,658,195	\$26,556,232	\$27,485,700
Percent increase/(decrease) from previous year	6.5%	3.5%	3.5%	3.5%	3.5%
<b>EXPENDITURES</b>	\$30,786,471	\$24,790,527	\$25,658,195	\$26,556,232	\$27,485,700
Percent increase/(decrease) from previous year	12.9%	-19.5%	3.5%	3.5%	3.5%
<b>ENDING FUND BALANCE</b>	\$1,388,561	\$1,388,561	\$1,388,561	\$1,388,561	\$1,388,561
Fund Balance Target (20% Expenditures)	\$6,157,294	\$4,958,105	\$5,131,639	\$5,311,246	\$5,497,140
Percent of current year Expenditures	5%	6%	5%	5%	5%

Rate Changes effective 4/1/2022	Budgeted 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026
<b>Water Rates</b>					
Base Charge	\$17.50	\$18.03	\$18.57	\$19.12	\$19.70
<u><i>Residential &amp; Multi-Family</i></u>					
Consumption Charge 0-1,000	0.00	0.00	0.00	0.00	0.00
Consumption Charge 1,001 - 4,000	6.00	6.18	6.37	6.56	6.75
Consumption Charge 4,001 - 8,000	8.40	8.65	8.91	9.18	9.45
Consumption Charge 8,001 - 15,000	10.25	10.56	10.87	11.20	11.54
Consumption Charge 15,001 +	11.27	11.61	11.96	12.32	12.68
<u><i>Commercial</i></u>					
Consumption Charge 0-1,000	8.40	8.65	8.91	9.18	9.45
Consumption Charge 1,001 - 4,000	8.40	8.65	8.91	9.18	9.45
Consumption Charge 4,001 - 8,000	9.00	9.27	9.55	9.83	10.13
Consumption Charge 8,001 - 15,000	9.60	9.89	10.18	10.49	10.80
Consumption Charge 15,001 +	10.20	10.51	10.82	11.15	11.48
<u><i>Industrial Heavy</i></u>					
Consumption Charge 0-1,000	8.20	8.45	8.70	8.96	9.23
Consumption Charge 1,001 - 4,000	8.20	8.45	8.70	8.96	9.23
Consumption Charge 4,001 - 8,000	8.20	8.45	8.70	8.96	9.23
Consumption Charge 8,001 - 15,000	8.20	8.45	8.70	8.96	9.23
Consumption Charge 15,001 +	8.20	8.45	8.70	8.96	9.23
<u><i>Industrial Light &amp; Hydrant</i></u>					
Consumption Charge 0-1,000	8.40	8.65	8.91	9.18	9.45
Consumption Charge 1,001 - 4,000	8.40	8.65	8.91	9.18	9.45
Consumption Charge 4,001 - 8,000	8.40	8.65	8.91	9.18	9.45
Consumption Charge 8,001 - 15,000	8.40	8.65	8.91	9.18	9.45
Consumption Charge 15,001 +	8.40	8.65	8.91	9.18	9.45
<u><i>Sprinkler</i></u>					
Consumption Charge 0-1,000	8.40	8.65	8.91	9.18	9.45
Consumption Charge 1,001 - 4,000	8.40	8.65	8.91	9.18	9.45
Consumption Charge 4,001 - 8,000	9.00	9.27	9.55	9.83	10.13
Consumption Charge 8,001 - 15,000	10.25	10.56	10.87	11.20	11.54
Consumption Charge 15,001 +	11.27	11.61	11.96	12.32	12.68
<u><i>Oil and Gas Well Drillers</i></u>					
Consumption Charge All Volumes	16.23	16.72	17.22	17.73	18.27
<u><i>City Accounts</i></u>					
Consumption Charge 0-1,000	0.00	0.00	0.00	0.00	0.00
Consumption Charge 1,001 - 4,000	6.00	6.18	6.37	6.56	6.75
Consumption Charge 4,001 - 8,000	6.00	6.18	6.37	6.56	6.75
Consumption Charge 8,001 - 15,000	6.00	6.18	6.37	6.56	6.75
Consumption Charge 15,001 +	6.00	6.18	6.37	6.56	6.75
(Consumption Charges per 1,000 Gallons)					
<b>Sewer</b>					
Base Charge	15.00	15.25	16.01	16.81	17.65
Volume Charge (per 1,000 gallons)	5.90	6.20	6.50	6.83	7.17

## Decision Package items by fund

Decision Package Items	Department	General Fund
Prop Tech	PD	\$ 20,820
Community Health / Mental Health Position	Fire	\$ 124,007
Outdoor Warning System (OWS)	Fire	\$ 35,500
O/T	Fire	\$ 9,960
FFE	Fire	\$ 200,000
Signs	PW-Streets	\$ 15,000
Two 3-Line Variable Message Boards	PW-Streets	\$ 40,000
Generator-Building MtnC	PW-Building	\$ 75,000
A/C-Building Fire Station #1	PW-Building	\$ 115,000
Generator - Fleet Services Building	PW-Building	\$ 60,000
PC'S	IT	\$ 25,000
Disaster Recovery Site	IT	\$ 60,000
Cameras	IT	\$ 17,550
Identity Theft Benefit	HR	\$ 15,792
<b>Total</b>		<b>\$ 813,629.00</b>

Decision Package Items	Department	Water/Sewer
Backhoe	PW-WS	\$ 125,000
Backhoe	PW-WS	\$ 125,000
Dump Truck	PW-WS	\$ 135,000
Lab Services	PW-WS	\$ 50,000
GPS Assets, Phase I	PW-WS	\$ 175,000
Generator-PW	PW-WS	\$ 75,000
Large Vector	PW-WS	\$ 575,000
Rehabilitate the City's 4 Sanitary Sewer Lift Stations	PW-WS	\$ 330,000
Dump Truck	PW-WS	\$ 135,000
Inventory Building	PW-WS	\$ 101,965
Utility Trailer	PW-WS	\$ 3,500
<b>Total</b>		<b>\$ 1,830,465.00</b>

Decision Package Items	Department	Drainage Fund
Vaccum Trailer	PW-Drainage	\$ 65,000
Whole Tree Wood Chipper	PW-Drainage	\$ 40,000
Backhoe	PW-Drainage	\$ 125,000
Utility Trailer	PW-Drainage	\$ 6,500
Utility Trailer	PW-Drainage	\$ 5,500
<b>Total</b>		<b>\$ 242,000</b>

Decision Package Items	Department	CCPD
S.W.A.T Vehicle	Police	\$ 150,000
<b>Total</b>		<b>\$ 150,000.00</b>

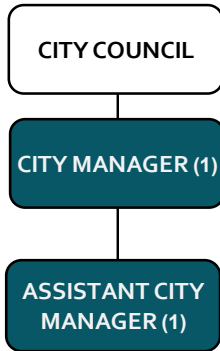
Decision Package Items	Department	Other Funds
Shady Oaks Playground Equipment	Parks	\$ 50,000
Broadway Park Improvement	Parks	\$ 150,000
Sidewalk replacement/removal	PW-Streets	\$ 30,000
<b>Total</b>		<b>\$ 230,000</b>

### Authorized Positions

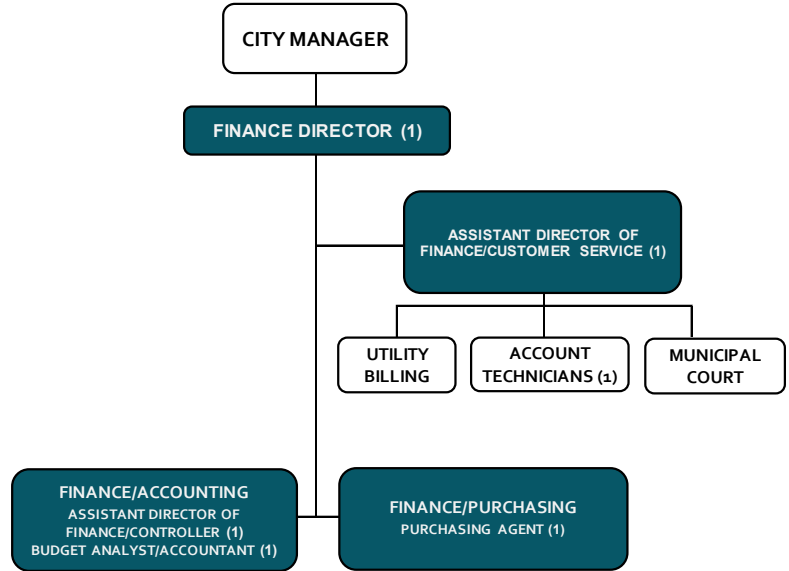
GENERAL FUND	FISCAL YEAR				DIFFERENCE
	2019	2020	2021	2022	2021 to 2022
City Manager's Office	3.0	3.0	3.0	2.0	-1.0
City Secretary	2.0	2.0	2.0	2.0	0.0
City Council	0.0	0.0	0.0	0.0	0.0
Finance	6.0	6.0	5.0	5.0	0.0
Human Resources	4.0	4.0	4.0	4.0	0.0
Planning	7.0	8.0	13.0	13.0	0.0
Information Technology	6.0	6.0	6.0	6.0	0.0
Fleet Services	4.0	4.0	4.0	4.0	0.0
Building Maintenance	2.0	2.0	2.0	2.0	0.0
Animal Services	0.0	0.0	0.0	5.0	5.0
Police	89.0	87.0	84.0	81.0	-3.0
Fire	58.0	58.0	59.0	59.0	0.0
Municipal Court	7.0	7.0	6.0	6.0	0.0
Street & Drainage	11.5	11.5	12.5	12.5	0.0
Parks & Recreation	23.0	19.0	24.0	23.0	-1.0
Library	13.0	12.0	12.0	10.0	-2.0
<b>Total General Fund</b>	<b>235.5</b>	<b>229.5</b>	<b>236.5</b>	<b>234.5</b>	<b>-2.0</b>
<b>OTHER FUNDS</b>					
Economic Development	0.0	0.0	0.0	0.0	0.0
Crime Control & Prevention District	5.0	5.0	5.0	5.0	0.0
Water and Sewer	39.5	38.5	45.5	45.5	0.0
Drainage	7.0	7.0	7.0	7.0	0.0
<b>Total Other Funds</b>	<b>51.5</b>	<b>50.5</b>	<b>57.5</b>	<b>57.5</b>	<b>0.0</b>
<b>TOTAL ALL FUNDS</b>	<b>287.0</b>	<b>280.0</b>	<b>294.0</b>	<b>292.0</b>	<b>-2.0</b>

**Organization Charts: Departments/Division**

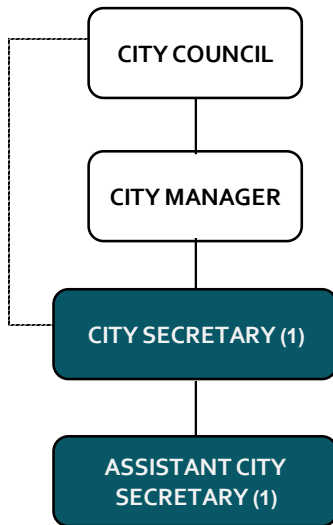
**CITY MANAGER’S OFFICE**



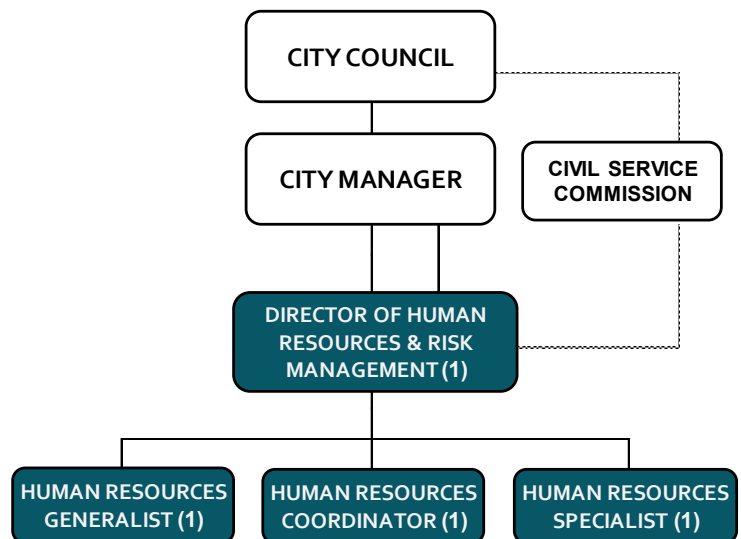
**FINANCE**



**CITY SECRETARY**



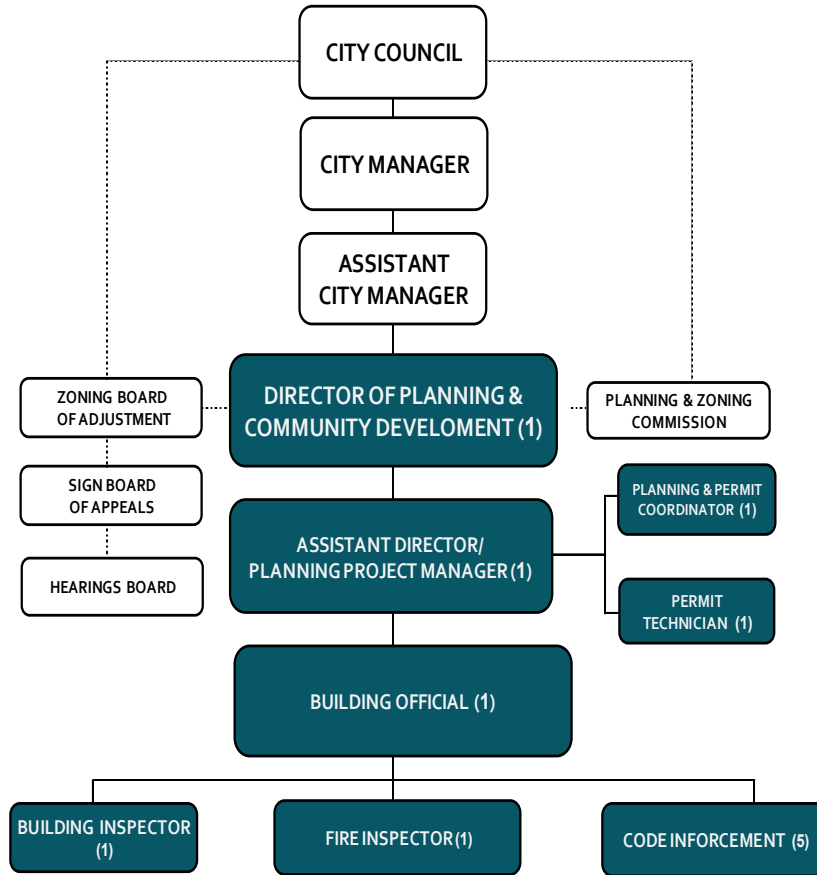
**HUMAN RESOURCES**



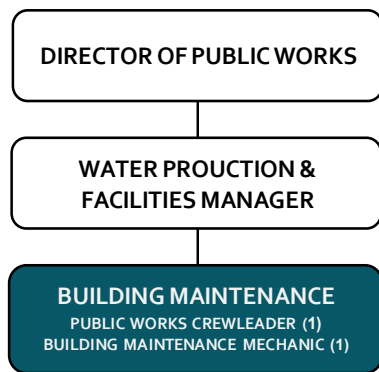


**Organization Charts: Departments/Division**

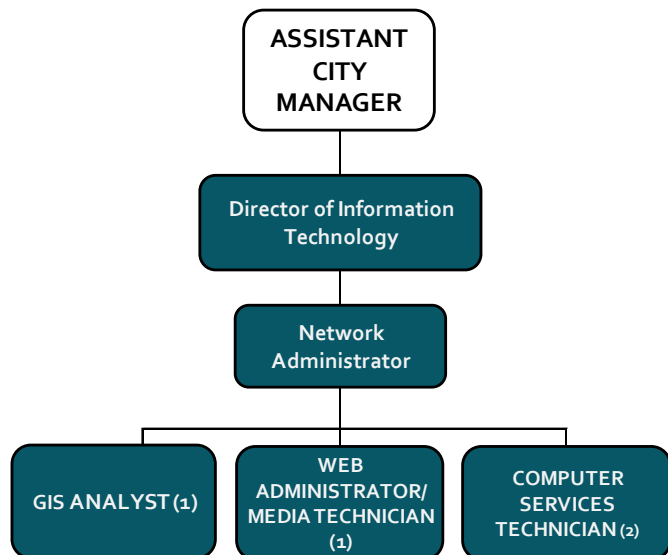
**PLANNING & COMMUNITY DEVELOPMENT**



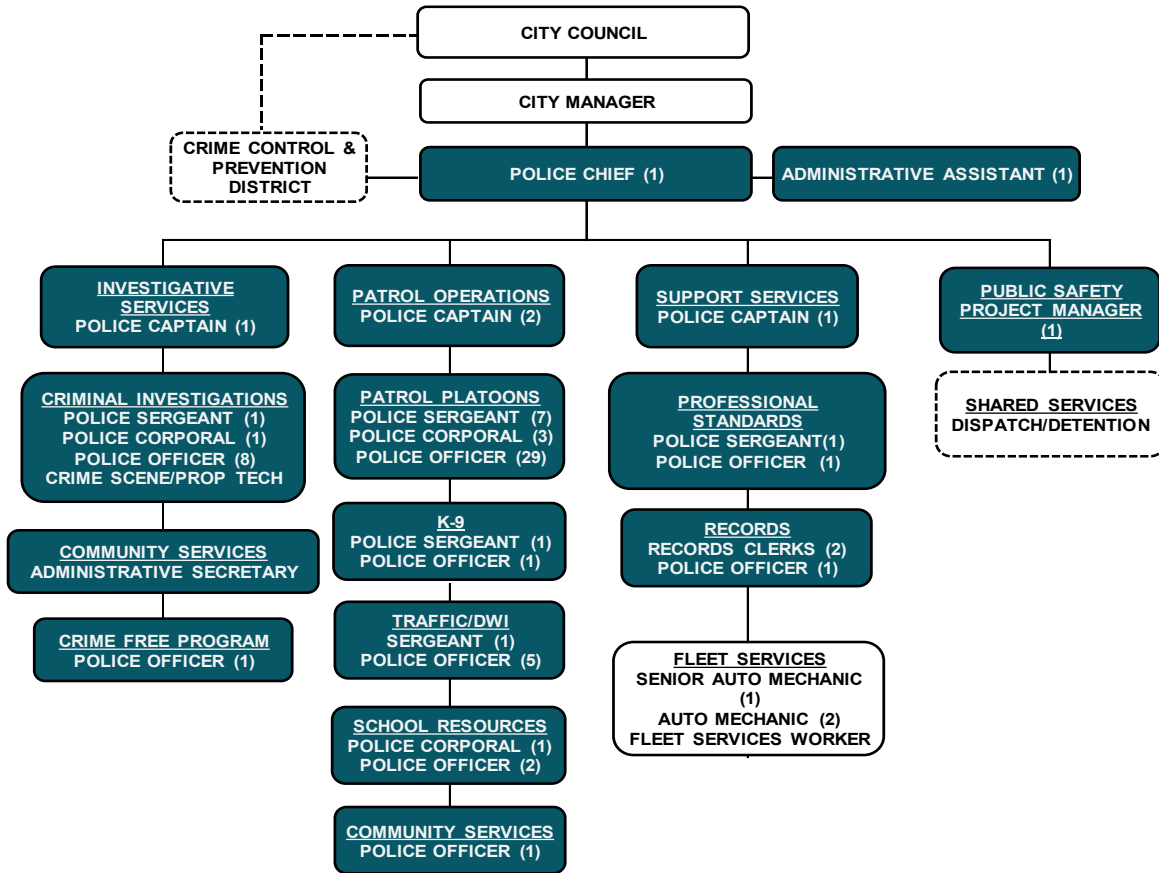
**BUILDING MAINTENANCE**



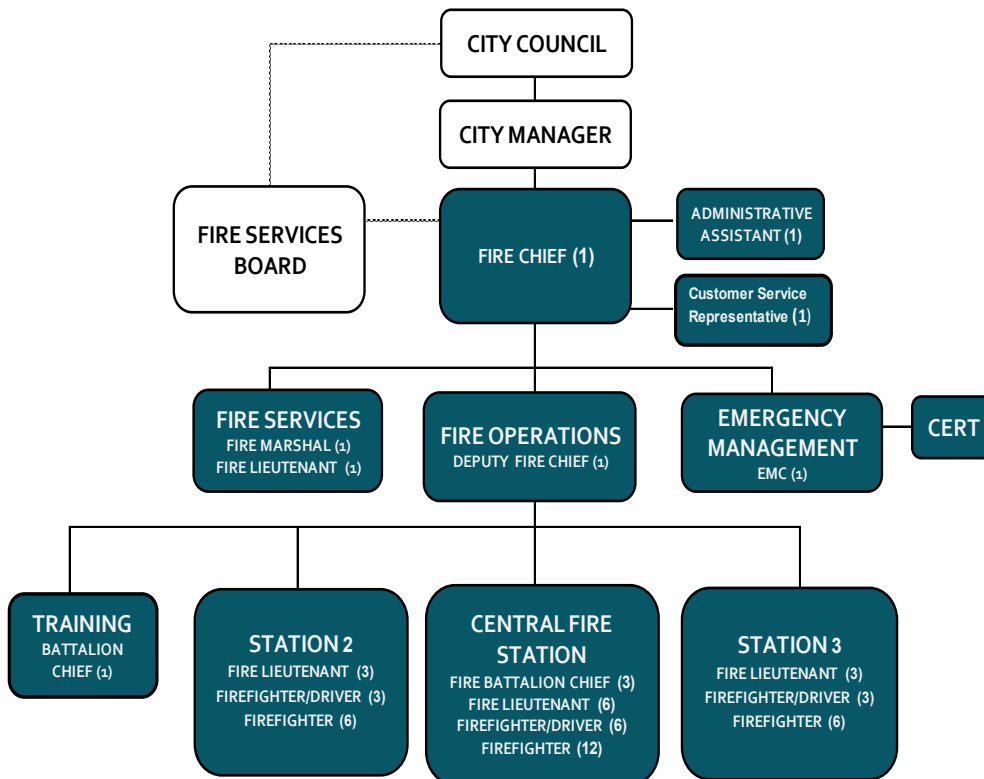
**INFORMATION TECHNOLOGY SERVICES**



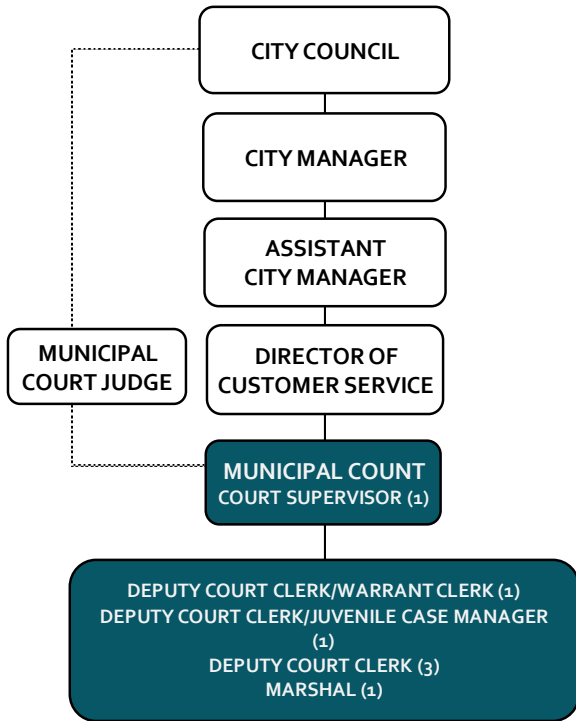
### POLICE DEPARTMENT



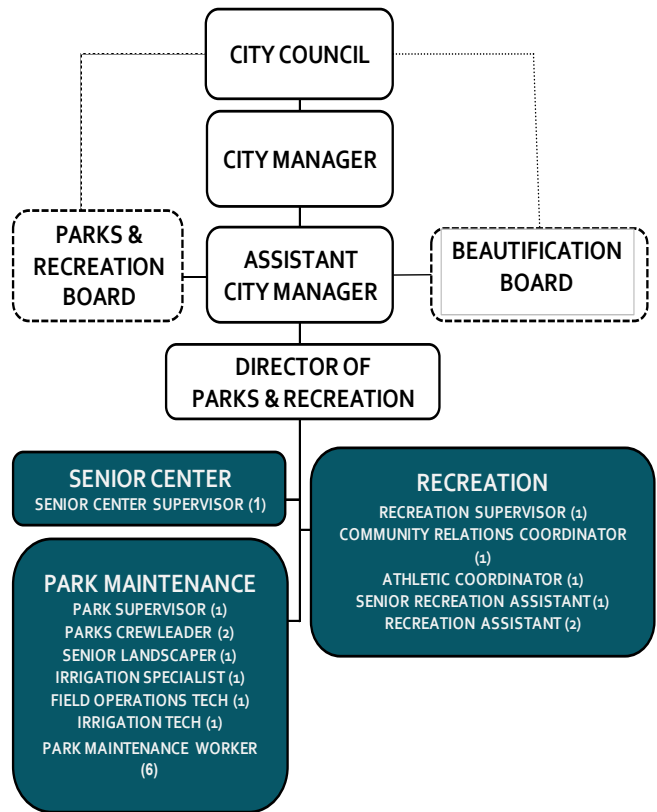
### FIRE DEPARTMENT



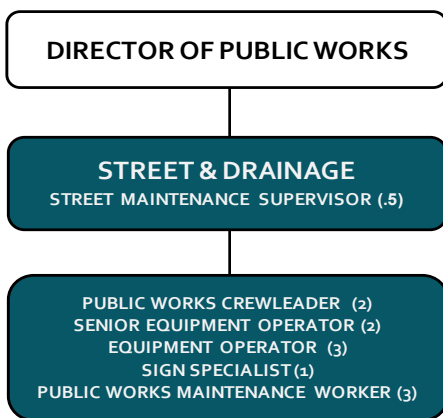
### MUNICIPAL COURT



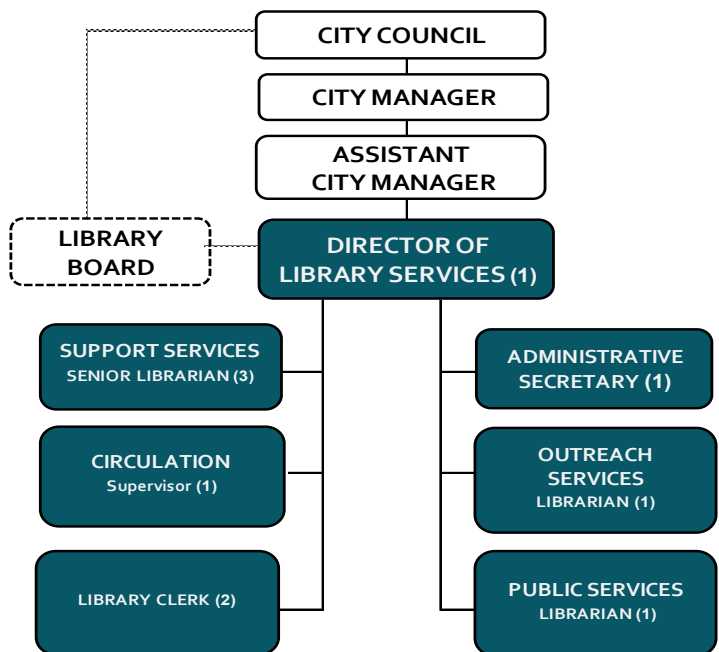
### PARKS & RECREATION



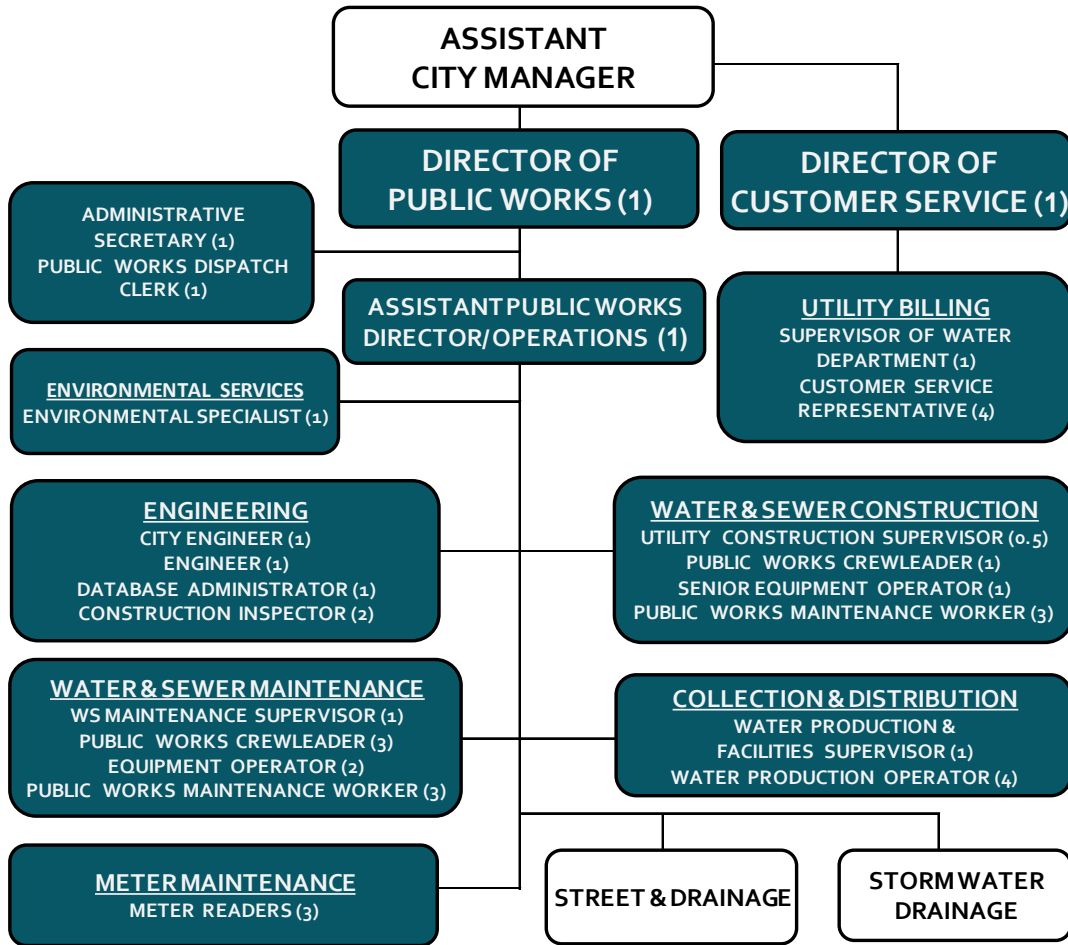
### STREET & DRAINAGE



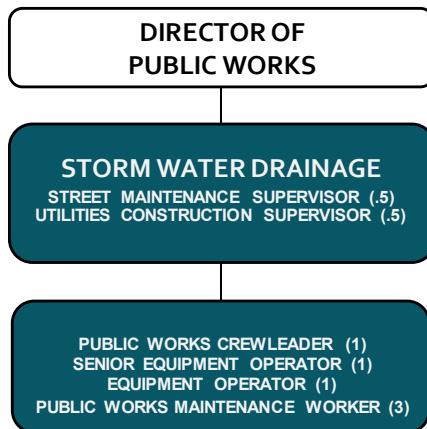
### LIBRARY



**WATER & SEWER FUND**



**DRAINAGE MAINTENANCE**



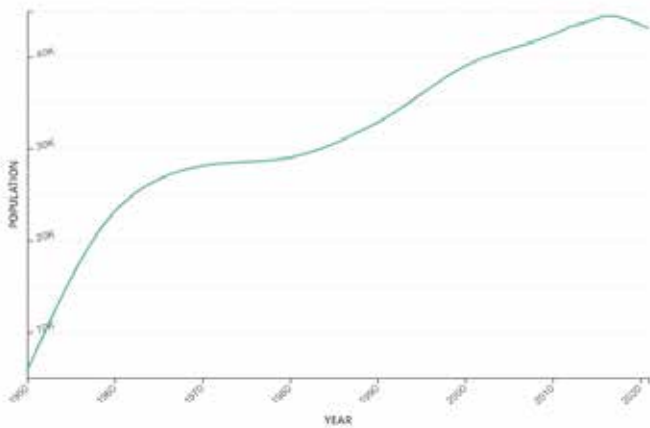
## Community Profile

Date of Incorporation as Combined City	1950
Form of Government	Council/Manager
Area	12.4 square miles
Miles of streets	172 miles
Number of streetlights	1,730

## Demographics

Haltom City, Texas Population 2021

43,168



### Haltom City Median Age

32.4    31.5    33



Total



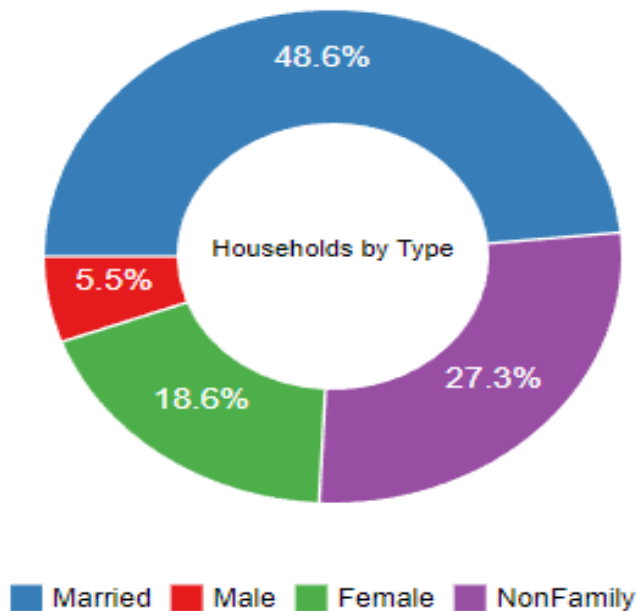
Male



Female

House average Taxable Value  
\$130,404

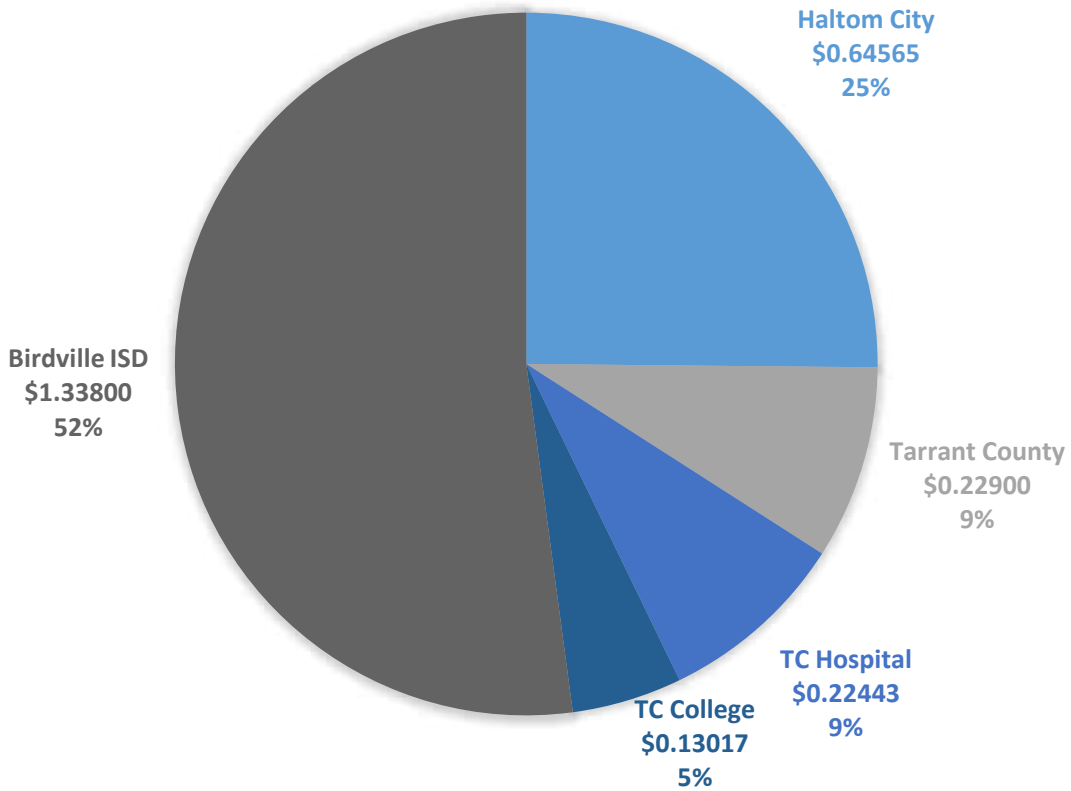
Haltom City Income	Median	Mean
Households	\$52,709	\$64,198



Type	Owner ▲	Renter
Male	27.1%	72.9%
Non Family	46.7%	53.3%
Female	47.5%	52.5%
All	54.6%	45.4%
Married	64.8%	35.2%

**54.6%** Rate of Home Ownership

**PROPERTY TAX RATE PER \$100 TOTAL \$2.567**



**Taxable Property Value For 2022**

Appraised Value	<b>\$3,749,855,517</b>
Less: Tax-Exempt Property & ARB	<b>(\$982,094,652)</b>
<b>Net Taxable Value</b>	<b>\$2,767,760,865</b>

**Employees (Staffing as of October 1, 2021)**

Appointed: 19

Civil Service/Sworn: 130

General government: 145

**Fire Protection**



3 Fire Stations



52 Firefighters



7 Admin. Personnel



1,834 Fire Hydrants

**Police Protection**



1 Police Station



79 Police Officers



5 Admin. Personnel



8 Patrol unit on duty at one time



1 Library



12 Parks (240 acres) with 9 picnic areas

**Building permits issued (FY2021-2022)**

<b>Residential</b>	<b>774</b>
<b>Residential Value</b>	<b>\$42,830,460</b>
<b>Commercial</b>	<b>149</b>
<b>Commercial Value</b>	<b>\$97,452,176</b>
<b>Residential/New Single Family</b>	<b>57</b>
<b>Residential/New Single Family Value</b>	<b>\$15,466,440</b>
<b>Commercial/New Buildings</b>	<b>18</b>
<b>Commercial/New Buildings Value</b>	<b>\$74,193,000</b>

**Municipal Water and Sewer:**

<b>Average daily water consumption</b>	<b>3.741 million gallons/day</b>
<b>Miles of water mains</b>	<b>309 miles</b>
<b>Number of water connections</b>	<b>13,173</b>
<b>Sanitary sewers</b>	<b>142 miles</b>
<b>Storm sewers</b>	<b>308 miles</b>
<b>Number of sewer connections</b>	<b>12,717</b>

**Bond Rating:**

<b>Moody's</b>	<b>Aa3</b>
<b>Standard &amp; Poor's</b>	<b>AA-</b>

**Major Employers (2022):**

<b>Name</b>	<b>Industry</b>	<b>Number of Employees</b>
Birdville ISD	Education	3,088
Hillshire Brands/Tyson	Food Products	735
City of Haltom City	Municipal Government	294
Medtronic Midas Rex	Mfr. of Medical Devices	270
GST Manufacturing	Metal Fabrication	260
Liberty Carton Company	Manufacturing	175
Lewis & Lambert Metal	Manufacturing	150
Unifirst Corporation	Uniforms and Work wear	137
Falcon Steel Company	Steel Fabrication	121
Blackmon Mooring	Restoration	120



**Hospitals/Medical Centers near Haltom City:**

North Hills Hospital (about 5 miles)

HealthSouth Rehabilitation Center (about 6 miles)

Baylor Scott & White Health in Fort Worth (about 7 miles)

Texas Health Harris Methodist Hospital Fort Worth (about 7 miles)

Cook Children's Medical Center in Fort Worth (about 8 miles)

**Airports certified for carrier operations nearest to Haltom City:**

Fort Worth Meacham International (about 6 miles)

Fort Worth NAS JRB/Carswell Field (about 12 miles)

Fort Worth Alliance (about 12 miles)

Fort Worth Spinks Airport (about 20 miles)

**Other public-use airports nearest to Haltom City:**

Saginaw (about 7 miles)

Hicks Field (about 12 miles)

Sycamore Strip (about 15 miles)

Dallas/Fort Worth International Airport (about 17 miles)

**Colleges/Universities with over 2000 students nearest to Haltom City:**

ATI Career Training Center (about 2 miles)

Texas Christian University (about 9 miles)

Southwestern Baptist Theological Seminary (about 11 miles)

Tarrant County College (about 6 miles)

Texas Wesleyan University (about 7 miles)

The University of Texas at Arlington (about 11 miles)

North Lake College (about 21 miles)

University of Dallas (about 22 miles)

University of North Texas (about 33 miles)



## Past Mayors

1945 - 1947	Leon Rhineheart
1947 - 1953	J.C. Gunter
1953 - 1955	Virgil Goodman
1955 - 1957	Robert R. Black
1957 - 1963	J.C. Gunter
1963 - 1965	Marvin L. Ward
1965 - 1971	Virgil M. Daniels
1971 - 1984	Johnnie B. Lee
1984 - 1991	Jack O. Lewis
1991 - 1993	Charles Womack
1993 - 1995	Trae Fowler
1995 - 1999	Gary Larson
1999 - 2001	Nancy Watkins
2001 - 2006	Calvin White
2006 - 2011	Bill Landford
2011 - 2015	Richard Hutchison
2015 - 2019	David Averitt

## HISTORICAL OVERVIEW

Haltom City, whose municipal boundaries include the first Tarrant County seat of Birdville, is located near the geographic center of the county. Haltom City's land area extends three to six miles northeast of downtown Fort Worth. It is surrounded on the northwest, west, and south by Fort Worth city limits; on the east by Richland Hills and North Richland Hills; and on the northeast by Watauga. It is bisected by Big and Little Fossil Creeks and borders the Trinity River flood plain on the south. The city is situated in an area which was once rolling grassland.

Established from a ranching and farming community, Haltom Village was founded in 1932 and named to honor G. W. Haltom (1872-1944), a Fort Worth jeweler whose family ranch holdings comprised much of the new area. Gradual growth was due in part to Haltom's Meadow Oaks Corporation and the bisection of the village by major new highways affording easier access to Fort Worth, northeastern Tarrant County and Dallas. Also in 1932, the routing of State Highways 10 (E. Belknap Street) and 121 one-quarter mile south of the old Birdville business district presented local business leaders with a momentous decision regarding the future of their businesses and property investments. Most businesses chose to relocate, in order to take advantage of greater convenience and accessibility for customers, increased traffic flow, and a chance to build anew.

Haltom City was originally incorporated on August 22, 1944. On July 3, 1950 Haltom City and the City of Oak Knoll consolidated under the name of Haltom City. Since 1950 the City has gradually expanded, annexing Garden of Eden, Meadow Oaks, East Ridge and, in 1955, unincorporated portions of Birdville. Haltom City elected Home Rule Charter with a city manager, mayor and council form of government on October 10, 1955.

The City purchased the complete water systems (3,975 customer accounts) serving the entire City on August 21, 1952 and has provided water and sewer services since that time. Today the city is traversed by five major roads: State Highway 121-Airport Freeway; State Highway 183-Northeast 28th Street-Midway Road; U. S. Highway 377-E Belknap

Street-Denton Highway; Loop 452-Grapevine Highway 26; and Northeast Loop 820. The historic name of Birdville is carried on in the names of two churches, a cemetery, two roads, an independent school district, and in the memories of its residents.



First encroachment into the Birdville vicinity occurred as early as the spring of 1840, when Captain Jonathan Bird and 20 three-month service Texas Rangers from Lamar and Red River Counties were sent into the frontier by General Sam Houston. Their mission was to establish a fort, make the area safe for settlement, and guard the area from Indian attacks to the north and west. Bird's Fort was situated about twelve miles southeast of Birdville and six miles north of Arlington on the north bank of the Trinity where Calloway's Lake is located. In 1841, General Edward H. Tarrant led a successful militia force against an Indian encampment at present-day Arlington in the Battle of Village Creek. Such action served notice to hostile tribes along the frontier that a peace treaty was advisable. General Houston, Indian Commissioners and several early settlers and trappers signed and witnessed a treaty at Bird's Fort on September 29, 1843, with the chiefs of nine tribes. Soon after this, the fort was abandoned. Settlements gravitated around a few homesteads, water sources and trading posts. On June 6, 1849, Camp Worth was established by General Ripley A. Arnold and his troops nine miles west of Birdville on a bluff overlooking the confluence of the West Fork and the Clear Fork of the Trinity River. Named to honor Brigadier General William Jennings Worth, the new outpost offered welcome protection to fledgling settlements around Birdville and Denton until

1853, when the troops were sent to Fort Belknap. Birdville in 1849 had an estimated fifty people in town surrounded by scattered farms and ranches. Roads radiated out to Johnson Station, Dunneville (now Grapevine), Dallas and new settlements springing up on the prairie around Fort Worth.

In an effort to obtain self-government, some one hundred area residents petitioned the State Legislature for a new county and elected temporary county officials. On December 20, 1849, the Texas Legislature created the new county, and called it Tarrant in honor of General E. H. Tarrant. Tarrant County consisted of parts of Navarro County and Peter's Colony. Birdville area resident Ed Terrell offered his log cabin for an election polling site to choose the new county seat and to elect officers who would succeed the temporary persons appointed the preceding December, 1849. The election, on August 5, 1850, was won by Birdville. Tarrant County in 1850 had a population of 599 whites and 65 slaves, and covered 877 square miles.



The First Tarrant County Courthouse was a wood-frame structure located in the vicinity of the present-day W.G. Thomas Coliseum. An eighty-acre tract, bounded by Walker, Carson and Broadway Streets, was donated by George Akers and William Norris in August, 1851, for the erection of county buildings. A plat of the new town drawn the same year depicts 12 city blocks, including a public square. Bonds valued at \$17,000 were issued to insure completion of the construction work by W. S. Suggs and others. Bricks were collected and a foundation excavated. The first annual jury list drawn up at Birdville's temporary courthouse in 1855 by District Clerk William Quayle showed 280 men qualified to serve.



The permanent courthouse was never completed because in November, 1856, in a highly contested special election, Fort Worth won the county seat by a margin of three to thirteen votes (the official count varies). Jubilant Fort Worth citizens took the county records, equipment, and furniture back to Fort Worth for deposit in their own temporary courthouse. All early Tarrant County records were later lost in a courthouse fire on March 29, 1876.

Birdville, until 1856, had the Monday county court sessions and the associated commercial benefits. It also had two newspapers, the Birdville Western Express, with John J. Courtney as its editor; and The Birdville Union, with Colonel A. G. Walker as its editor. Walker killed Courtney in a shoot-out stemming from disagreements concerning the elections and states' rights regarding slavery.

Haltom City's population was reported at 107 in 1930 and at 40 with seven businesses in 1936, just four years after the business district moved south to the new location. In 1950, the population rose to 3,000 within an incorporated area of four-square miles, and in 1960 to 23,000, the result of continuing growth and annexations.





Haltom City continued to grow through the 1960's and the City's population reached 28,000 by 1970. Growth during the 1970's was more modest as developments to the east around the Dallas-Fort Worth airport drew residential and commercial development.

Haltom City was rediscovered as a place to live in the 1980's. Despite the recession of the early 1980's and the real estate bust of the late 1980's Haltom City grew from 29,000 in 1980 to nearly 33,000 in 1990. The north end of town, north of Loop 820 became a focal point of real development in the 1990's and the population in the City climbed to 39,000 in 2000.

Today the City is home to an estimated 43,168 residents and some 3,468 businesses. Estimates by demographic experts are that the City is 88% developed and should achieve build-out prior to 2030. The population at build out is estimated to reach 44,000.

The composition of the population has changed markedly over the years. For much of its early history Haltom City was primarily white. Since the more recent growth spurt of the past 25 years the demographics have changed. The 2010 Census indicates Hispanics make up 39% of the population and Asians another 8%. African-Americans comprised 4% of the population and whites 47%.

City is the Sara Lee (Hillshire Brands) plant responsible for the State Fair Corndogs and Medtronics, a major medical supplier. Today, Haltom City is the location of a rapidly growing Asian community and a vibrant Asian commercial district, which is redeveloping Belknap Street on the south side of Haltom City.

Haltom City, by virtue of its strategic location in Tarrant County, is attractive for new development and redevelopment. The City created the Haltom City Economic Development Corporation in 1995 in order to provide for cultural, recreational and economic opportunities. The City was also a founding member of the Northeast Tarrant County Chamber of Commerce in 1968. The Chamber, located in Haltom City, works for business development in Haltom City, North Richland Hills, Richland Hills and Watauga.

In 2006 the City engaged a firm to assist in the creation of a redevelopment plan for the Belknap Street Business Corridor. This community focused effort will include participation by businesses along Belknap as well as nearby residents in order to develop a vision for a revitalized business sector. The master plan was completed during 2007 and continued through review by Boards, Commissions and the City Council during 2008. The plan is now a component of the City's 2009 Comprehensive Land Use Plan (CLUP). In FY2013 the realignment of the intersection of Belknap and Denton Highway will enhance the traffic patterns in the corridor and create new redevelopment opportunities.

The long-awaited expansion of Loop 820 presents for Haltom City a unique opportunity for new development in the last large open space in the City has completed in FY2017. Improved access from the widening project will make the property on both the north and side sides of the highway attractive for development. Business campuses are envisioned for the area along with a possible town center. New exciting additions to the Loop 820 corridor include High Pointe Development, Grand on Beach, Haltom City Business Park and two Marriott Flag Hotels.

## **CURRENT BOARDS AND COMMISSIONS**

Approximately 86 volunteers serve on 14 boards and commissions. These committees were created either by City Code, City Ordinance, or Resolution. The responsibilities, powers, terms of office, membership size, qualifications and meeting schedules vary for each board and commission.

The City Council seeks nominations of citizens interested in serving as vacancies arise. Information regarding the duties and responsibilities of the boards and commissions and how to apply for a position on a board or commission can be obtained through the City Secretary's Office.

### **ANIMAL ADVISORY COMMITTEE**

The purpose is to assist the city in complying with the requirements of V.T.C.A., Health and Safety Code Ch. 823, which regulates the operation of local government animal shelters. The Animal Advisory Committee consists of five members nominated and appointed by the city council at large. One member is a licensed veterinarian, one member a municipal official, one member represents an animal welfare organization, one member has duties that include the daily operation of an animal shelter, and the fifth member is a citizen of the city. The committee holds meetings at least three times a year.

### **ADVISORY BEAUTIFICATION AND REVITALIZATION BOARD**

The purpose of this board is to confer with council and staff and to assist in the development and execution of beautification, cleanliness, and revitalization programs within the city and to encourage participation in an ongoing effort. The responsibility of the board is to communicate with the residents of the city various means in which to improve the city's image through methods and projects presented and developed by the board. There are 8 members and the board meets on the third Monday of each month at 7 p.m. in City Hall.

## **CIVIL SERVICE COMMISSION**

The Civil Service Commission consists of three citizens who meet specific criteria in their years of residency, age, and prior elective office service. The members are directed to administer the civil service ordinance and when sitting as a board of appeals for a suspended or aggrieved employee, they are to conduct such hearing fairly and impartially and are to render a fair and just decision, considering only the evidence presented before them in such hearing. Members are considered to be officers of the City of Haltom City, are appointed by the Mayor for three-year terms, and the Commission meets as needed.

### **CRIME CONTROL AND PREVENTION DISTRICT**

The major purpose of the Crime Control and Prevention District Board is to combat, reduce, and prevent crime within Haltom City. The CCPD administers the expenditures of the ¼ cent crime tax that was approved by the voters in 1995. The board is also responsible for assembling a budget for each fiscal year. Resolution No. R-2006-002-01 removed the membership of the City Council as the Board of Directors and allows citizens of Haltom City to be appointed by the City Council. Members are considered to be officers of the City of Haltom City.

### **CITIZENS BOND ADVISORY COMMITTEE**

The Committee serves in an advisory capacity to assist the City Council in determining what specific projects serve in the best interest of the community for the spending of bond election funds. The committee is not a standing board or commission and is active when activated by the Council for a potential bond program. The board consists of eight members and is appointed by the Council members for an individual bond program.

**FIRE SERVICES BOARD**

The purpose is to improve fire safety by providing information and giving direction to the community through fire safety programs and education. The board consists of eight citizens of the city and meets the third Tuesday of each month at 6:00 p.m. at the Central Fire Station.

**HOUSING AUTHORITY**

The Housing Authority is responsible for the administration of Federal Public Housing in the City of Haltom City and each member is appointed by the Mayor. The board meets on an as needed basis.

**LIBRARY BOARD**

The purpose of the Library Board is to confer with the city council and the administrative staff of the city and

Assist in the development of public library services in the city. The board consists of eight citizens of the city and is an advisory board. It reviews and comments on the annual operating budget and capital improvement requests. The board meets the fourth Tuesday of each month at the Library Board Meeting Room at 6 p.m.

**PARK AND RECREATIONAL BOARD**

The board makes studies and project plans for the improvement and acquisition of public park and open spaces with a view to its development and extension, recommends to council recreation programs for all segments of the population, and acts with and assists other municipal boards in formulating proper plans for municipal park and open space development. The board consists of eight citizens and meets the first Tuesday of each month at 6 p.m. at the Recreation Center.

**PLANNING AND ZONING COMMISSION**

The purpose is to consider plats, hold public meetings on zoning and rezoning, and make recommendations to Council. The P & Z acts as an advisory board and has such duties and powers as specified by the laws of the State of Texas, the Charter, and the Ordinances of the City. The Commission consists of 7 regular members and two alternate members and meets the second and fourth Tuesday of each month at 7 p.m. in City Hall.

**SIGN BOARD OF APPEALS**

The purpose of the Sign Board of Appeals is to grant variances from size, spacing, height, set-back, location and other requirements of the ordinance, both as to off-premises and on-premises signs. Members of the Zoning Board of Adjustments serve on this board and it meets on an as-needed basis.

**ZONING BOARD OF ADJUSTMENT**

The Zoning Board of Adjustment hears and decides cases where it is alleged there is an error in any requirement, decision, or determination made by the Zoning Ordinance or the Building Official in the enforcement of the ordinances and has the power to establish public notice and hearing to alter previous action in such matters. The ZBA consists of 8 regular members and 1 alternate member. The alternate serves in the absence of a regular member when requested by the Chairman. The board meets the second and fourth Tuesday of each month at 5:30 p.m. in City Hall. This board also serves as the Hearings Board and the Sign Board of Appeals.



## ACRONYMS AND ABBREVIATIONS

The following acronyms and abbreviations are used throughout the budget document:

BISD – Birdville Independent School District  
B.O.D. – Biological Oxygen Demand  
CAD/RMS – Computer Aided Dispatch / Record Management System  
CAFR – Comprehensive Annual Financial Report  
CART – Child Abduction Response Team  
CCPD – Crime Control & Prevention District.  
CDBG – Community Development Block Grant  
CD-ROM – Compact Disc - Read Only Memory  
CIP – Capital Improvement Plan  
CLUP – Comprehensive Land Use Plan  
CO or C.O. – Certificate of Obligation  
CVC – Crime Victim Coordinator  
DWI – Driving While Intoxicated  
EDC – Haltom City Economic Development Corporation  
EOY – End of Year  
EMS – Emergency Medical Service  
EPA – United States Environmental Protection Agency  
FEMA – Federal Emergency Management Agency  
FT – Full Time  
FY – Fiscal Year  
GAAP – Generally Accepted Accounting Policies  
GASB – Governmental Accounting Standards Board  
GFOA – Government Finance Officers Association  
GFOAT – Government Finance Officers Association of Texas  
GPS – Global Positioning System  
HCTV – Haltom City Cable Television  
HR – Human Resources  
IT – Information Technology  
I&S – Interest and Sinking  
LLEBG – Local Law Enforcement Block Grant  
M&O – Maintenance and Operations  
NPDES – National Pollution Discharge Elimination System  
PAM – Payment Authorization Memo  
PEG – Public Education and Government  
P & Z – Planning and Zoning  
TAD – Tarrant Appraisal District  
TIF – Tax Incremental Finance  
TML – Texas Municipal League  
TMRS – Texas Municipal Retirement System  
TP&W – Texas Department of Parks and Wildlife  
TxDOT – Texas Department of Transportation  
V.T.C.S. – Vernon' Texas Civil Statutes  
W&S – Water and Sewer  
ZBA – Zoning Board of Adjustment

## GLOSSARY OF KEY BUDGET TERMS

**Abatement:** A complete or partial cancellation of a levy imposed by the City, usually applied to tax levies, special assessments and service charges.

**Account:** A separate financial reporting unit for budgeting, management or accounting purposes. All budgetary transactions, whether revenue or expenditure, are recorded in accounts.

**Accrual Basis of Accounting:** A method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of the related cash flows.

**Ad Valorem Tax:** A tax computed from the assessed valuation of land, improvements and properties.

**Amendment:** In budgetary terms, a revision to the Appropriation Ordinance approved by the City Council.

**Appropriation:** An authorization made by the legislative body of a government that permits officials to incur obligations against and to make expenditures of governmental resources. Specific appropriations are usually made at the fund level and are granted for a one-year period.

**Appropriation Ordinance:** The official enactment by the legislative body establishing the legal authority for officials to obligate and expend resources.

**Assessed Valuation:** A valuation set upon real estate or other property by a government as a basis for levying taxes. Sometimes called appraised value.

**Assets:** Resources owned or held by that have monetary value.

**Balanced Budget:** The fiscal condition reached when reserves on hand, coupled with projected current period revenues, equals the adopted budget of expenditures or expenses.

**Bond:** A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large capital projects, such as buildings, streets, bridges, infrastructures, drainage, water systems and sewer systems.

**Budget:** The City's financial plan for a specific fiscal year that contains both the estimated revenues to be received during the year and the proposed expenditures to be incurred to achieve stated objectives.

**Budget Calendar:** A schedule of key dates or milestones that the City departments follow in the preparation, adoption and administration of the budget.

**Budgetary Basis of Accounting:** The method used to determine when revenues and expenditures are recognized for budgetary purposes.

**Capital Expenditure:** Acquisition of property, facilities or equipment with an initial acquisition cost of \$5,000 and a useful life greater than two years (see also capital outlay).

**Capital Improvement Plan:** A multi-year plan for capital expenditures to be accomplished over a five-year period. It contains the list, purpose and financing of projects.

**Capital Outlay:** An expenditure which results in the acquisition of or addition to capital assets and meets these criteria: has a value that is over the capitalization threshold established by the City; has an anticipated useful life of more than one year; can be permanently identified as an individual unit of property; constitutes a permanent addition to the value of City assets; and does not constitute repair or maintenance (see also capital expenditure).

**Capital Projects Funds:** Fund type used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by proprietary funds and trust funds.)

**Capitalization Threshold:** The dollar value at which a government elects to capitalize tangible or intangible assets that are used in operations and that have initial useful lives extending beyond a single reporting period. The capitalization threshold for City of Haltom City is at \$5,000.

**Cash Basis of Accounting:** A method of accounting that recognizes transactions or events when related cash amounts are received or disbursed.

**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:** Governmental fund type used to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

**Delinquent Taxes:** Taxes that remain unpaid on and after the date which a penalty for non-payment is attached.

**Department:** An entity within the City for the administration of specifically enumerated duties. A department head is responsible for the accomplishment of the tasks assigned and the fiscal administration of the department.

**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.

**Drainage Fund:** This fund was created during the FY2005 budget preparation process in order to generate revenue needed to address flooding and drainage issues in Haltom City. Projects have been undertaken and studies conducted on the Big Fossil Creek, the required National Pollution Discharge Elimination System (NPDES), Haltom Pond and Solona Drive.

**Enterprise Fund:** A proprietary fund in which the services provided are financed and operated similarly to those of a private business. The rate schedules for these services are established to insure that revenues are adequate to meet all necessary expenses. Enterprise funds in Haltom City are established for water and sewer service and drainage utility.

**Expenditures:** This term refers to the outflow of funds paid or to be paid for an asset obtained or goods and services received.

**Expenses:** Charges incurred (whether paid immediately or unpaid) for operation, maintenance, interest, and other charges.

**Fiscal Year:** The time period designated by the City signifying the beginning and ending period for recording financial transactions. The City of Haltom City has specified October 1 to September 30 as its fiscal year.

**Fund:** A fully self-contained accounting entity used for measuring the operating activities of a standalone operational unit of the City.

**Fund Balance:** The difference between assets and liabilities reported in a governmental fund.

**General Fund:** The General Fund accounts for many of the financial resources of the government. General Fund revenues include taxes, franchise fees, licenses and permits, service charges, and other types of revenue. This fund usually includes most of the basic operating services, such as fire and police protection, finance, administration, park and recreation, libraries, streets, and building maintenance.

**General Obligation Bonds:** Bonds that finance a variety of public projects such as streets, buildings and improvements. The repayment of these bonds is usually made from the general revenues of the entity. These bonds are backed by the full faith and credit of the issuing government.

**Generally Accepted Accounting Principles (GAAP):** Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules and procedures that define accepted accounting principles.

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

**Impact Fees:** Fees charged to developers to cover, in whole or in part, the anticipated cost of Improvements that will be necessary as a result of the development (e.g. parks, sidewalks).

**Internal Service Fund:** A fund used to account for the financing of goods and services provided by one City department or cost center to other department, on a cost-reimbursement basis.

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

**Interest and Sinking (I&S):** That portion of the property tax rate and subsequent property tax revenue appropriated to the retirement of principal and interest on bonded debt.

**Legal Debt Margin:** The excess of the amount of debt legally authorized over the amount of debt outstanding.

**Liabilities:** Debt or other legal obligations arising out of transactions in the past, which must be liquidated, renewed, or refunded, at some future date.

**Maintenance and Operation (M&O):** That portion of the property tax rate and subsequent property tax revenue appropriated to the financing of general government operations within the General Fund.

**Modified Accrual Basis of Accounting:** Basis of accounting according to which (a) revenues are recognized in the accounting period in which they become available and measurable and (b) expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt and certain similar accrued obligations, which should be recognized when due.

**Long Term Debt:** Debt with a maturity of more than one year after the date of issuance.

**Operating Budget:** The portion of the budget that pertains to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel, and fuel.

**Operating Fund:** The City classifies General and Enterprise Funds as Operating Funds.

**Payment in Lieu of Taxes:** A payment that a property owner not subject to taxation makes to a government to compensate it for services that the property owner receives that normally are financed through property taxes.

**Performance Measures:** Specific quantitative and qualitative measures of work performed as an objective of the department.

**Property Tax:** Property taxes are levied on both real and personal property according to the property's valuation and the tax rate.

**Proprietary Funds:** Funds that focus on the determination of operating income, changes in net assets, financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

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[www.haltomcitytx.com](http://www.haltomcitytx.com)

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