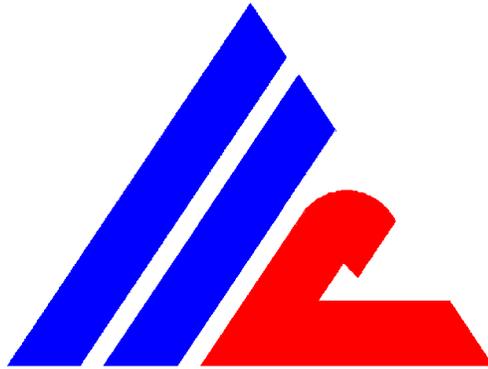


**FY 2015
ANNUAL BUDGET**





A Place to Call Home



Cover Photo:

Haltom Theatre

Courtesy of

Gary Lejarzar

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 1, 2013

A handwritten signature in cursive script, reading "Jeffrey R. Egan".

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an Award of Distinguished Budget Presentation to the City of Haltom City of its annual budget for the fiscal year beginning October 1, 2013.

In order to receive this award, a government unit must publish a budget document that meets program criteria as a policy document, as a financial plan and as a communications device.

The award is for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

TABLE OF CONTENTS

PREFACE	PAGE
Recognition	1
Budget Award	2
Table of Contents	3
 BUDGET INTRODUCTION	
Budget Transmittal Letter.....	7
Consolidated Summary of All Funds.....	18
Summary of Revenues, Expenditures and Changes in Fund Balance – All Funds	20
Summary of Revenues, Expenditures and Changes in Fund Balance – Capital Projects Funds	21
Summary of Revenues, Expenditures and Changes in Fund Balance – Special Revenue Funds	22
Summary & Explanation of Interfund Transfers	24
Mission Statement	25
Council’s Long-Term Strategic Goals	26
Goals Matrix	28
Organization Chart	29
Elected Officials.....	30
Department Administrators	31
 FINANCIAL MANAGEMENT POLICIES	
Financial Management.....	33
Fund Structure.....	39
Accounting System and Budgetary Control	42
The Operating Budget Process	43
Budget Planning Calendar	48
Staffing Summary	51
Salary Classification Plan.....	57
 GENERAL FUND	
Budget Summary.....	61
Funding Sources	63
Ten Year Tax Rate Trends	71
Ten Year Property Valuation History	72
Principal Taxpayers	73
Ten Year Sales Tax History	74
Expenditures by Function	75
Administration	77
City Secretary.....	81
City Council	83
Finance	85
Human Resources & Risk Management.....	88
Planning & Community Development	91
Inspection Services.....	94
Information Technology Services	97
Fleet Services	100
Facility Services	103
HCTV	106
Animal Services.....	109
Police	112
Fire	115
Municipal Court.....	127
Marshal’s Office.....	130

TABLE OF CONTENTS

Street & Drainage	133
Parks and Recreation.....	136
Library	145
Non-Departmental.....	148

DEBT SERVICE FUND

Budget Summary.....	149
Fund Narrative	150
Debt Model.....	154
Debt Service Schedules.....	157

SPECIAL REVENUE FUNDS

Park Performance Fund (02).....	159
Economic Development Incentive Fund (11).....	162
Crime Control and Prevention District Fund (12).....	169
Oil & Gas Fund (13).....	172
Hotel/Motel Tax Fund (14)	173
Court Security Fund (15).....	175
Court Technology Fund (16).....	176
Juvenile Case Manager Fund (17)	177
Red Light Camera Fund (18).....	178
Grant Fund (19).....	179
Peg/HCTV Fund (20)	180
Fire Donation Fund (21)	181
Library Donation Fund (22)	182
Police Forfeiture Fund (23)	183
Park Donation Fund (24).....	184
Park Dedication Fund (25)	185
Safe Pathways Fund (26).....	186
Animal Shelter Fund (27).....	187
Police Donation Fund (28)	188
Police CART Fund (29).....	189

CAPITAL PROJECTS FUNDS

Fund Narrative	191
Street Reconstruction Fund (31).....	196
Capital Projects Fund (32)	197
Street Assessments Fund (39)	198
Water & Sewer Capital Projects Fund (42)	199
Water and Sewer Impact Fees Fund (44).....	200
Drainage Capital Equipment/Projects Fund (46)	201

WATER & SEWER FUND

Budget Summary.....	203
Revenues Sources	205
Revenues by Function Graph	206
Expenditures by Function Graph.....	207
Public Works Administration	209
Engineering.....	212
Water & Sewer Construction.....	214
Water & Sewer Maintenance	216
Collection & Distribution	218
Utility Billing	221
Debt Service	224

TABLE OF CONTENTS

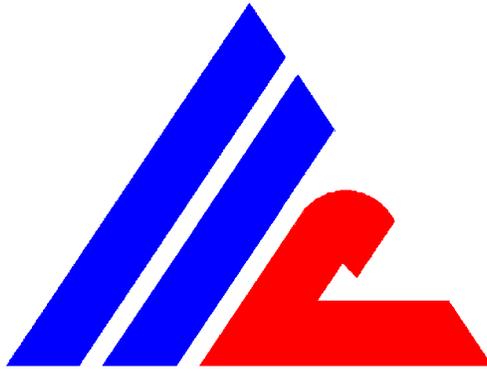
Non-Departmental.....225

DRAINAGE UTILITY FUND

Budget Summary.....227
Revenue Sources.....228
Drainage Maintenance.....229

SUPPLEMENTAL INFORMATION

Historical Overview.....233
Boards and Commissions.....237
Past Mayors.....240
Community Profile.....241
Acronyms and Abbreviations.....245
Glossary of Key Budget Terms.....246
Haltom City Map.....251
Appropriation Ordinance.....252
Tax Rate Ordinance.....255



A Place to Call Home



HALTOM CITY

TEXAS

Annual Budget 2015



CITY OF HALTOM CITY

5024 Broadway • P.O. Box 14246 • Haltom City, TX 76117-0246 • 817.222.7700 • Fax: 817.222.7237 • www.haltomcitytx.com

October 1, 2014

Honorable Richard Hutchinson
Members of the City Council

I am pleased to present to you the Annual Budget for Fiscal Year 2015, which begins October 1, 2014 and ends September 30, 2015. The budget is one of the most important policy documents of the City because it presents the overall plan to accomplish the Council's program of services and priorities during the upcoming fiscal year in financial terms. The annual budget projects current expenditures of \$73,653,575. In comparison with last year's adopted budget, this budget represents a 22% decrease in current expenditures.

This document represents many hours of review, assessment and discussions by various staff members. The process began back in March when the department heads were provided with significant short-term financial and operational policies that guided the budget development process. The guidelines were as follows:

- (a) Prepare a base budget detailing the cost of maintaining the existing level of City services without consideration of personnel costs. The portion of the base budget includes maintenance, supplies, outside services, and other expenses. These services were to be financed at the same amount of the revised allocation for FY2014.
- (b) Requests for additional expenditures/expenses to existing programs, new programs and services, new employees, capital expenditures, additional/replacement fleet or additional/replacement computer hardware/software should be submitted separately and prioritized.
- (c) Funding for the requested items in (b), if approved, would be added to the base budget request.
- (d) The base budget for all employee salaries and benefits will be prepared assuming no market adjustments or merit/step increases, submitted by the Human Resources Department.
- (e) Each department is to review the fees in the Fee Ordinance and recommend changes to the existing rates. New fees are to be submitted where appropriate.

Each major fund begins with a Budget Summary of revenues and expenditures. The summary sheets provide you information on the Prior Year Actual, Current Adopted Budget, Current Revised Budget, and the Proposed Budget for FY2015. The Fund Balance breakdown is also included and should be considered a key element in the decision making process for each of the larger funds.

One of the essential tasks of a city manager is to provide the City Council with a balanced budget. As you will see, we have striven to control the increases in personnel and operation costs within the funds. Any further cuts in our current programs will likely result in a need to alter or terminate services.

I have provided what I believe to be a conservative financial planning document for next year's operation. Demand for City services continued unabated during the recession. The pressure on the budget to address operational needs and deferred maintenance issues continue. Our reserves are sufficient for the time being. We must continue to operate in a responsible manner until the planned economic development impacts property values, utility consumption and sales tax receipts.

Much work remains to be done to position the City to be competitive in the 21st Century. Technology improvements, infrastructure improvements, investments in human capital compete for scarce resources. The measure of our success is how we balance these needs and resources to create a better Haltom City.

ISSUES, ASSUMPTIONS, INITIATIVES AND GOALS

Sustainability can be defined as being able to maintain, support and endure. For the City, it is the challenge of protecting the public investment in personnel, property and assets. Moreover, sustainability includes being able to contribute to the citizen's ability to maintain, support or endure. A number of significant challenges face the City in the coming years.

Structural imbalance is the antithesis of the sustainable policy. This term entered the City's vernacular in August of 2012 in the progress of a bond rating meeting with Moody's Investor Service. The question was raised again in the April 2013 meeting with Moody's. The structural imbalance is due to projected expenditures exceeding projected revenues to such a magnitude that protecting the City's ability to protect existing General Fund services and ensuring Staff compliance with the Council Fund Balance Policy must be addressed. The Fiscal Year 2014 represented the first of five (5) years of targeted outcomes to insure that the dual mandates above are met. The 5-year financial plan has been modified in order to incorporate Council priorities beginning with the FY2015 Proposed Budget.

Economic Issues

Sales Taxes. Sales taxes have been the source of funds for much of the progress made in the City over the past decade. From providing 25% of financing for essential General Fund services to being the driving force in economic development, street improvements and public safety, sales taxes have replaced property taxes as the single largest city-wide revenue source. This strength carries some risk. Sales taxes are more dependent upon factors outside of the city limits than property taxes or utility revenues. During the last recession, sales taxes fell over 10% in a two (2) year period before recovering to the 2008 highs in 2012. Staff expectations for growth in FY2015 and the following years are tempered by the volatility.

Property Taxes. Property taxes represent the single largest source of financing essential public services in the General Fund. Proposed revenues from current property taxes, delinquent property taxes and penalty and interest on delinquent taxes combine to provide 35% of all proposed FY2015 General Fund receipts. The impact of property tax collections is profound as the relative stability of tax collections offsets the volatility of sales taxes and the inflexibility of franchise taxes. Nearly 75% of property tax collections in the General Fund support Public Safety functions and competitive pressures to increase Public Safety spending will create additional pressure on the property tax revenue stream.

City Reserve Funds. For much of the past ten (10) years the accumulation of reserves has been the result of a deliberate effort to bolster the City's ability to absorb economic shocks and finance needed public improvements at the most reasonable cost possible. The fruition of this effort has been manifested in the City's ability to finance the major initiatives along the Loop 820 without debt and finance other improvements using low interest rates realized from the coveted AA-/AA3 bond rating.

A challenge going forward is the direction of CCPD resources and Oil & Gas Fund reserves to meet immediate operating expenditures. The implication of these resource allocation decisions is going to be realized in the need to change long-term financial goals. The transfer of resources for employee compensation to the General Fund will require the deferral of a planned Law Enforcement Center to a future bond election. The City must plan to finance bond principal and interest previously allocated to Oil and Gas resources to the Debt Service tax rate, affecting future bond programs.

Cost of Services from Fort Worth Water Department. The Fort Worth Water Department (Fort Worth) is the City's sole source of potable water and effluent treatment. Fort Worth is struggling with multiple issues created by the cost of purchasing raw water from the Tarrant Regional Water District, ever changing regulatory mandates and growing demand that exceeds current and future capacities. For FY2015 the cost of purchasing these services has increased nearly 20% in just two (2) years. Fort Worth has advised the Wholesale Cities (including

Haltom City) that the costs for service can be expected to increase apace for the next 5-7 years and, probably, longer.

Home Ownership. In 2003, the number of owner-occupied single-family dwellings totaled 7911. The 2014 count, per the Tarrant Appraisal District, is 6,868. The number of owner-occupied single-family dwellings has fallen 13% in eleven (11) years. This decline was temporarily mitigated by the Springlake Sub-division in 2009 and 2010 but has resumed the steady decline since. The loss of homesteads has the dual effect of eroding the rate of growth of single-family home values as well as stalling the growth in household income so essential for retail business attraction. The implications on the types of services required and the cost of the services to address a change to a largely tenant based community must be addressed.

Investment Issues

Human Resources. The City's investment in personnel is considerable. Beyond the cost of salaries and benefits are the value of experience and the knowledge of institutional history inherent in a tenured workforce. The value of continued investment in the employees through training and continuing education cannot be minimized.

The challenge for future years will be to provide a competitive compensation package of salaries and benefits in order to attract and retain employees. Complicating this challenge is the evolving issues of unfunded pension costs, health insurance industry changes from Federal legislation and other post-employment benefits.

Capital Outlays. For several years, capital projects were financed without tax rate or utility rate increases. The voters approved \$21.208 million in capital projects in November 2010 with the clear understanding that it was possible that an increase of as much as \$0.06 per \$100 of net taxable value may be necessary once all of the bonds were issued. The FY2012 Interest and Sinking Rate (I&S) of \$0.21 per \$100 of net taxable value represented the first increased rate since FY2008. Another \$0.01 per \$100 of net taxable value was added to the rate in FY2014. The City Council chose to maintain the rate of \$0.22 for FY2015. The next debt issuances for the voter-approved projects are scheduled for FY2017 and FY2018, which will necessitate an I&S rate increase of \$0.01 each year.

The portion of the Water and Sewer Budget dedicated to debt service is 10.2% for FY2015. In FY2004, the portion dedicated to debt service was 15.45%. The cap target of \$2.13 million has allowed the City to issue \$2-3 million in even numbered years to finance major replacements to the water and sewer system without increasing water or sewer rates. The impact of the pressures discussed above on proposed utility rates have made it necessary to delay a new issue for at least one (1) year. Capital planning for FY2015 in Water and Sewer is correspondingly modest.

The sales tax for the Street Reconstruction Fund has been a ready resource of funds for street improvement throughout the City. This sales tax was reauthorized by the voters in November 2013. Proceeds in the aggregate amount of \$5.05 million have been realized in the past four (4) years. These proceeds have been leveraged with other revenues and the result has been over \$9,979,000 in community improvements over the past four (4) years.

Technology only rarely results in reduced staffing. The advantage of technology is that operating efficiency is enhanced and future staffing can be avoided. Part of the City's ongoing capital outlay program is to upgrade the City's internal and external technology systems to maximize both user and customer ease-of-use. The IT staff continues to research new cost-saving approaches to operational needs. From this research, new tools for customer access are being added by the IT staff on an ongoing basis, to favorable public reviews.

The challenge for the future is to address remaining delinquent capital needs and future capital needs with a sustainable revenue stream.

Utility Outlays. Utility costs for water supply, wastewater treatment, electricity, fuel and natural gas comprise \$9.8 million (15%) of the annual operating budget. The Tarrant Regional Water District's plan to increase their water transmission capabilities in order to accommodate future growth in Tarrant County will result in a doubling of the cost of raw water over the next ten (10) years. The recent pattern of very hot, dry summers is changing the cost structure of both our potable water supply and our sanitary sewer treatment services.

Fleet. Fleet costs include such things as acquisition, operation, repairs, maintenance and replacement. These costs approach \$2 million annually. In FY2015 and beyond, a number of issues must be addressed. The fleet size must be equivalent to the mission. Fleet replacement must be strategically aligned with maintenance costs and down time costs to both maximize the utility of the fleet and minimize the true cost of the fleet. This effort includes reviewing the criteria for replacement, alternative fuels, accountability for abuse / misuse and self-insurance versus outside insurance alternatives. A complicating factor is the status of North Texas as a non-attainment zone for air quality by the U. S. Environmental Protection Agency.

Little Fossil Creek. The Little Fossil Creek Flood Mitigation Project brings multiple benefits to the community. Removing properties from the flood zone, drainage improvements that remove land from the flood plain and park projects are merely the beginning of the benefits of this project. The upcoming challenges involve the need to secure additional financing needed to accomplish the City's portion of the contract and to finance the portion of the increased project cost incurred due to delays by the federal government and the U. S. Army Corps of Engineers. No additional federal funding can be obtained due to caps in the spending bill. Additionally, the park

projects planned for the property adjacent the creek will need to be financed to aid already secured resources in the form of grants, for this worthwhile development.

Parks Development. Parks projects envisioned in the City's Parks Master Plan encompass more than the Little Fossil project. Additional land must be acquired to accomplish the goals of recreation space, youth athletics, hiking and biking trails and other quality of life opportunities. Investment in improvements to existing and future park land must be coupled with the cost of maintaining and protecting this substantial investment. Grant funds totaling \$1.2 million have been awarded to the City for parks and trail development, requiring the City to match the awards with cash and in-kind contributions totaling \$1.05 million. The first voter-approved general obligation bonds for parks were issued in 2013 and another series of bonds were issued in April 2014 for improvements to Whites Branch Park and Haltom Road Park.

North Tarrant Express (NTE). The City's long-standing plan to construct roads on the north and south side of NE Loop 820, currently estimated to cost approximately \$27 million, is finally underway with completion anticipated in June 2015. Grants and other forms of assistance contribute approximately \$15.1 million, leaving the balance to be financed from resources on-hand and financing. The timing and use of the reserves and financing of the Economic Development Corporation (EDC) is crucial as the project progresses over the next year.

This project is expected to initiate considerable development in the undeveloped properties on the north and south sides of the NTE. Earlier this year, the City created its first tax increment reinvestment zone (referred to as "TIFs" because of the financing method used) on the north side of the NTE for single-family and multi-family development. Another TIF is planned for the south side of the NTE. The structure of the TIFs will be such that a significant portion of the revenues to the City will be devoted to the development costs of the TIFs until the development costs are reimbursed.

Belknap / Denton Highway Intersection. A necessary and long overdue project intended to improve traffic flow and eliminate one of Tarrant County's worst traffic intersections. This project is expected to commence in the next couple of months. The cost of the project is expected to be \$5.81 million, with the City providing no more than \$1.2 million of this cost. The EDC will provide this financing through existing reserves.

Revitalization / Redevelopment. Since the unveiling of the Envision Belknap plan in 2007, revitalization has become an economic development object for the City. In the coming years, revitalization efforts will continue to be explored throughout the City. In addition, Staff will bring an updated economic development strategy to the Council. This strategy, which includes existing tax abatements, freeport zones, development grants and sales tax rebate grants, will be expanded to include strategies being used successfully in other jurisdictions. Subsequent to Council

approval, significant efforts must be made to communicate this plan to prospects and the public at large.

Development plans for code enforcement and community beautification are an immediate Council objective. As such, plans will be reevaluated and formulated to encourage the protection of investments in the community by citizens and enhance the attractiveness of the community for further redevelopment. This initiative will require investment in enhanced code enforcement, public space beautification and owner-occupied home improvement assistance among other strategies. All of these efforts are geared to improving the image of the City.

Transit Oriented Development. Pursuant to a Council initiative to address transportation issues in the City, Staff is seeking an arrangement with the Fort Worth Transportation Authority (the "T") for a possible access station on the Cotton Belt railway that will connect downtown Fort Worth with the north entry to the DFW International Airport. This station would be located in the area designated TIF No. 2 that includes open space on the northwest side of the Cotton Belt Rail. The location of the rail station on City-owned property tentatively configured to be a "transit oriented development" of shopping, entertainment and high density housing would redefine the image of Haltom City. Negotiations with the T for this project are ongoing.

Sustaining Issues

Reserves. In FY2002, the City Council adopted a Fund Balance Policy, similar to many other cities, calling for Haltom City to achieve and maintain a 20% minimum fund balance. This fund balance is based on 20% of current year expenditures. This goal was reached in the General Fund in the FY2005 budget. For several years, it was an ongoing challenge in the Water and Sewer Fund and the Crime Control and Prevention District (CCPD). Both of these funds now have at least 20% of the current year's expenditures as reserves. Now that the Skyline Project is complete, the Drainage Fund Balance will grow toward the 20% threshold. The challenge in FY2015 and moving forward is to continue to protect these balances and to develop plans to replenish them when adverse events require their use.

Performance Measurement. Perhaps the key issue in sustainability for the City in this fiscal year and the future entails measurement and reporting. Enhanced measurement and reporting is critical in order to gauge progress, measure effectiveness, determine accountability and guide future planning. Communicating these findings and measurements on an ongoing basis is critical to ensure the Council and the interested public remains invested in the initiatives formulated to address the foregoing issues.

BUDGET SUMMARY FOR FISCAL YEAR 2015

Expenditures and expenses for all funds are proposed to be a combined \$73,653,575 for FY2015, which represents a decrease of \$21,345,872 (22%) in comparison to FY2014. The decrease is due, in great measure, to the ambitious capital improvement program of FY2014 drawing near completion.

Personnel costs have increased by \$1,194,264 (5.3%) in the FY2015 adopted budget, of which \$1,016,407 is attributable to adjustments to the pay plan. There are no merit-based adjustments proposed for FY2015, as has been the case since FY2009. There is no retention payment proposal such as the proposal adopted in FY2010. However, there is a planned salary adjustment for all employees, as follows:

- For sworn employees, there will be a 4% market adjustment for each position. In addition, each eligible sworn employee will be slotted into the current plan at the step they should be, as of FY2015. For example, a sworn employee at step 2 in FY2009 (when the last step increase occurred) should be at step 8 for FY2015. In October 2014 (the beginning of FY2015), that employee will be moved to step 8 in the pay plan. For FY2016 and beyond, a revised step plan will be implemented to provide step increases for those sworn employees in the position for 3, 5, 8, 11, 14, 17 or 20 years.
- For non-sworn employees, there will be a 2% market adjustment for each position. In addition each eligible non-sworn employee will receive additional compensation based on their years of service in the position as follows:
 - Less than 2 years – 0%
 - 2.00-4.99 years – 1%
 - 5.00-14.99 years – 1.5%
 - 15+ years – 2%
 - There will also be an additional 1% adjustment for those employees earning less than \$50,000 per year.
- The employee incentive plan will be revised, effective the first full pay period after January 1, 2015. The existing incentives will be increased and additional incentives for speaking and/or reading/writing a foreign language will be added to the plan.

Other changes include:

- A reduction in the City Secretary's budget of \$17,400 to remove the cost of one (1) additional election and travel funds budgeted for his term as President of the TMCA;
- An increase of \$10,000 to the Human Resources Budget to meet PPACA

- reporting requirements;
- The employee incentive plan will be revised, effective the first full pay period after January 1, 2015. The existing incentives will be increased and additional incentives for speaking and/or reading/writing a foreign language will be added to the plan. The total additional funds for these revisions is \$54,035;
 - One (1) additional building inspector for the Planning and Development Department at a cost of \$62,329. Also there will be a reduction of funding in that department for one (1) Administrative Secretary and one (1) Code Enforcement Officer, for a savings of \$23,437 and \$28,000, respectively;
 - An on-call pay program for the IT Staff at a cost of \$3,106;
 - Additional funds for the Police Department's Shared Services Contract (detention and dispatch) in the amount of \$54,200 and funded by the Crime Control and Prevention District;
 - One (1) additional Police Lieutenant and two (2) Police Officers will be added at a cost of \$108,766 and \$250,257, respectively;
 - Overtime in the Fire Department increased to \$240,000 plus the cost of benefits in order to meet required staffing levels;
 - Additional items were funded for the Fire Department as follows: software (\$250), firearms training for Fire Marshals (\$250) and data air cards (\$4,300);
 - For the Parks and Recreation Department, a sod cutter and field painter are funded by the Park Donation Fund for \$3,000 and \$2,000, respectively, as well as fitness equipment, water fountains, gym divider and carpet for the Recreation Center for \$25,500 funded by the EDC; and
 - Software service agreements for the Municipal Court for \$2.025 which is funded by the Court Technology Fund.

Below is a schedule of all funds for which a budget is adopted for FY2014.

FUND	Adopted Budget FY2014	Adopted Budget FY2015	Increase/ (Decrease)
General Fund	\$ 22,640,249	\$ 24,234,625	\$ 1,594,376
Parks Performance Fund	180,269	192,239	11,970
Debt Service Fund	4,876,754	4,915,614	38,860
Water & Sewer Fund	19,232,563	19,656,432	423,869
Water & Sewer Capital Projects			
W & S Utility Projects	5,521,252	786,920	(4,734,332)
Water/Sewer Impact Fees	-	400,000	400,000
Drainage Fund	1,802,982	1,855,297	52,315
Drainage Capital Projects	724,491	254,491	(470,000)
Capital Projects Funds			
Street Assessment Fund	3,000	1,200	(1,800)
Street Reconstruction Project Fund	15,967,747	3,291,799	(12,675,948)
Capital Projects Fund	3,794,400	3,401,309	(393,091)
Special Revenue Funds			
Economic Development Fund	17,374,125	11,252,551	(6,121,574)
Crime Control District Fund	1,335,822	1,670,823	335,001
Oil and Gas Fund	719,817	951,044	231,227
Hotel/Motel Tax Fund	60,399	60,041	(358)
Court Security Fund	55,020	47,438	(7,582)
Court Technology Fund	70,905	42,704	(28,201)
Juvenile Case Manager	48,421	48,529	108
Red Light Camera	196,050	206,912	10,862
Grant Fund	187,334	77,687	(109,647)
PEG Fund	-	3,820	3,820
Fire Donation Fund	3,600	3,600	-
Library Donation Fund	49,597	82,900	33,303
Police Forfeiture Fund	51,000	46,000	(5,000)
Park Donation Fund	41,000	50,950	9,950
Park Dedication Fund	14,000	-	(14,000)
Safe Pathways Fund	10,000	10,000	-
Animal Shelter Fund	5,150	5,150	-
Police Donation Fund	31,000	101,000	70,000
Police CART Fund	2,500	2,500	-
TOTALS - ALL FUNDS	\$ 94,999,447	\$ 73,653,575	\$ (21,345,872)

The total property tax rate for FY2015 is \$0.69999 per \$100 of net taxable value, which is the same last year. The breakdown ratio of the total tax rate for both components is \$0.47999 (68.6%) for maintenance and operations (M&O) and \$0.22000 (31.4%) for the retirement of principal and interest on tax-supported debt (I&S).

The Debt Service rate had been falling as a share of the total tax rate since it was approximately \$0.21 per \$100 of assessed value at the time of the 2001 General Obligation Bond election. Even so, it is now only \$0.01 more than the 2001 rate.

Conclusion

The FY2015 budget continues to provide for a fiscally responsible plan in challenging times, reflecting the priorities of the City Council, and provides the

citizens of Haltom City with quality municipal services. We commit our best efforts to the Mayor and City Council to ensure that the needs of our customers are met or exceeded.

Special thanks and appreciation are extended to all department heads and support staff that have worked diligently to provide expertise and input to the City Council in preparing this budget. I look forward to the successful implementation of this budget to the benefit of the citizens of Haltom City.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Muir".

Thomas J. Muir
City Manager

**CITY OF HALTOM CITY
CONSOLIDATED SUMMARY OF ALL FUNDS
FISCAL YEAR 2015**

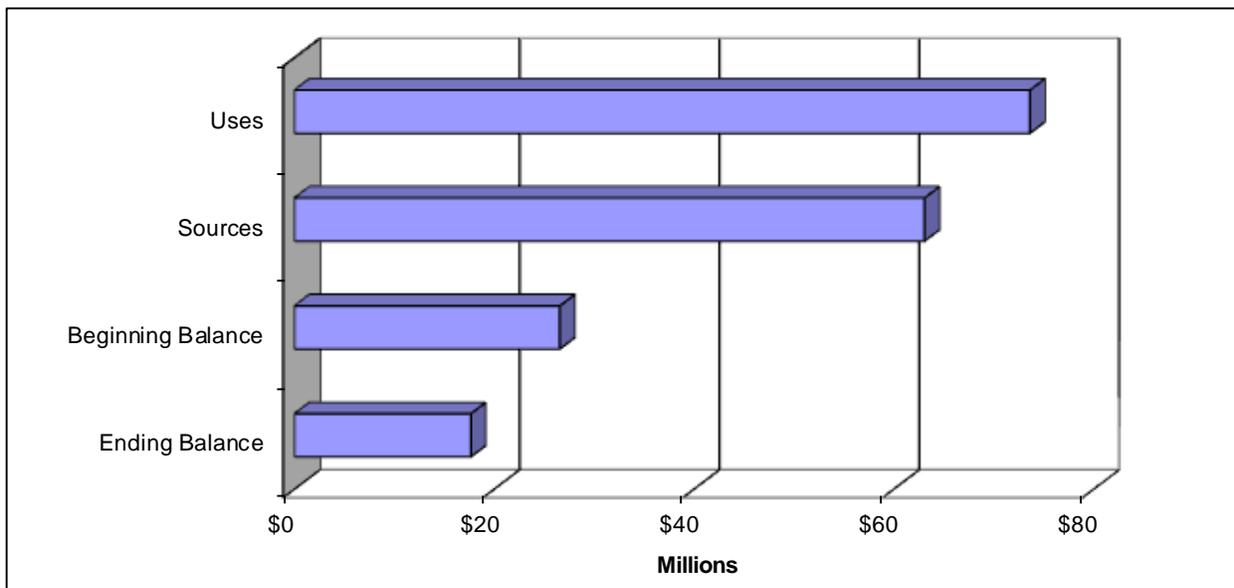
Fund No.	Fund Title	10/01/14 Estimated Beginning Balance	Interest & Operating Revenues	Bond Proceeds & Inter-Fund Transfers In	Total Revenues [Sources]
01	General Fund	\$ 6,198,548	22,117,780	\$ 1,430,005	\$ 23,547,785
02	Parks Performance Fund	(20,724)	192,000	-	192,000
05	Debt Service Fund	191,998	3,699,267	1,112,288	4,811,555
11	Economic Development Fund	2,904,285	9,137,186	17,500	9,154,686
12	Crime Control & Prevention District Fund	853,150	1,449,280	-	1,449,280
13	Oil and Gas Fund	4,034,849	309,648	10,000	319,648
14	Hotel/Motel Tax Fund	96,969	44,400	-	44,400
15	Court Security Fund	133,378	34,100	-	34,100
16	Court Technology Fund	107,666	44,700	-	44,700
17	Juvenile Case Manager Fund	147,264	52,400	-	52,400
18	Red Light Camera Fund	248,323	166,200	-	166,200
19	Grant Fund	(38,581)	77,687	-	77,687
20	PEG Fund	51,000	63,000	-	63,000
21	Fire Donation Fund	3,578	2,850	-	2,850
22	Library Donation Fund	97,818	38,700	-	38,700
23	Police Forfeiture Fund	20,996	25,500	-	25,500
24	Park Donation Fund	29,848	51,750	-	51,750
25	Park Dedication Fund	33,253	400	-	400
26	Safe Pathways Fund	27,998	5,150	-	5,150
27	Animal Shelter Fund	34,808	7,650	-	7,650
28	Police Donation Fund	111,321	73,500	-	73,500
29	Police CART Fund	8,878	0	1,000	1,000
31	Street Reconstruction Fund	2,207,687	1,495,500	-	1,495,500
32	Capital Projects Fund	3,776,416	7,000	365,000	372,000
39	Street Assessments Fund	-	1,200	-	1,200
41	Water & Sewer Fund	3,931,075	18,008,982	-	18,008,982
42	Water & Sewer Utility Projects Fund	283,919	13,310	1,100,000	1,113,310
44	Water and Sewer Impact Fees	773,686	17,000	-	17,000
45	Drainage Utility Fund	300,841	1,718,007	-	1,718,007
46	Drainage Capital Projects	40,318	-	215,000	215,000
		\$ 26,590,565	\$ 58,854,147	\$ 4,250,793	\$ 63,104,940

This worksheet provides an overall view of the fiscal status for all of the funds utilized by 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, bond proceeds, 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 construction or major renovations 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 not included in the expenses and added back in the adjustment column.

Among the operating funds the Economic Development Fund and Oil and Gas Fund are experiencing planned draw-downs of fund balance in excess of 10% due to planned projects for which resources have been reserved over years.

Debt Service & Operating Expenditures	Capital Outlay	Inter-Fund Transfers Out	Total Expenditures [Uses]	Depreciation Adjustment	09/30/15 Estimated Surplus/Deficit	09/30/15 Estimated Ending Balance
\$ 24,209,625	\$ -	\$ 25,000	\$ 24,234,625		\$ (686,840)	\$ 5,511,708
182,239		10,000	192,239		(239)	(20,963)
4,915,614	-	-	4,915,614		(104,059)	87,939
1,485,588	9,398,838	368,125	11,252,551		(2,097,865)	806,420
1,238,928	-	431,895	1,670,823		(221,543)	631,607
-	-	951,044	951,044		(631,396)	3,403,453
60,041	-	-	60,041		(15,641)	81,328
1,000	-	46,438	47,438		(13,338)	120,040
36,279	-	6,425	42,704		1,996	109,662
1,500	-	47,029	48,529		3,871	151,135
126,912	80,000	-	206,912		(40,712)	207,611
66,587	11,100	-	77,687		-	(38,581)
3,820	-	-	3,820		59,180	110,180
3,600	-	-	3,600		(750)	2,828
52,900	30,000	-	82,900		(44,200)	53,618
-	45,000	1,000	46,000		(20,500)	496
50,950	-	-	50,950		800	30,648
-	-	-	-		400	33,653
-	10,000	-	10,000		(4,850)	23,148
5,150	-	-	5,150		2,500	37,308
3,500	97,500	-	101,000		(27,500)	83,821
2,500	-	-	2,500		(1,500)	7,378
0	3,291,799	-	3,291,799		(1,796,299)	411,388
0	3,401,309	-	3,401,309		(3,029,309)	747,107
-	-	1,200	1,200		-	-
17,983,034	-	1,673,398	19,656,432	1,325,000	(322,450)	3,608,625
-	786,920	-	786,920		326,390	610,309
-	400,000	-	400,000		(383,000)	390,686
1,476,762	-	378,535	1,855,297	310,000	172,710	473,551
254,491	-	-	254,491		(39,491)	827
\$ 52,161,020	\$ 17,552,466	\$ 3,940,089	\$ 73,653,575	\$ 1,635,000	\$ (8,913,635)	\$ 17,676,930



CITY OF HALTOM CITY
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ALL FUNDS BY FUND TYPE
FISCAL YEAR 2015

	General Fund	Water & Sewer Fund*	Debt Service Fund	Drainage Utility Fund*	Capital Projects Funds	Special Revenue Funds	FY2015 Adopted Total	FY2014 Adopted Total	FY2013 Actual Total
Beginning Balance	\$ 6,198,548	\$ 4,988,680	\$ 191,998	\$ 341,159	\$ 5,987,103	\$ 8,886,077	\$26,593,565	\$51,126,120	\$33,500,546
BUDGETED REVENUES									
Property Taxes	7,968,580	-	3,693,451				11,662,031	11,250,304	10,563,254
Other Taxes	6,174,700	-			1,465,500	4,534,830	12,175,030	11,703,100	10,513,306
Franchise Fees	3,941,050	-					3,941,050	4,000,173	4,057,555
Licenses/Permits/Fees	528,520	60,071				63,000	651,591	543,691	802,420
Charges For Service	1,646,515	17,931,911		1,713,007	1,200	192,000	21,484,633	20,428,858	19,035,012
Court Fines & Fees	1,518,550	-				128,350	1,646,900	1,906,824	1,607,968
Intergovernmental Revenues	164,765	-				6,132,773	6,297,538	8,410,952	1,587,831
Bond Proceeds	-	-			365,000		365,000	4,800,000	3,939,939
Interfund Transfers	1,430,005	1,100,000	1,112,288	215,000		11,000	3,868,293	6,116,166	5,798,064
Miscellaneous Revenues	175,100	47,310	5,816	5,000	37,000	742,648	1,012,874	1,054,662	2,143,971
TOTAL REVENUES	23,547,785	19,139,292	4,811,555	1,933,007	1,868,700	11,804,601	63,104,940	70,214,730	60,049,320
BUDGETED EXPENDITURES									
Personnel	19,512,525	2,807,362		436,656		1,025,212	23,781,755	22,587,491	20,682,715
Supplies	626,478	628,053		17,900		439,677	1,712,108	1,920,505	1,477,257
Maintenance	1,584,510	551,371		250,000	300,000	229,094	2,914,975	3,884,873	2,143,757
Outside Services	1,347,860	8,201,969		35,771		868,628	10,454,228	12,326,814	12,809,451
Capital Outlay	-	1,186,920			5,578,587	9,573,092	16,338,599	42,809,374	2,520,408
Other Expenses	1,138,252	3,853,182		692,486	814,521	858,229	7,356,670	1,146,993	1,103,875
Debt Service	-	1,941,097	4,915,614	298,440		1,051,064	8,206,215	6,828,354	7,902,562
Interfund Transfers	25,000	1,673,398		378,535	1,200	810,892	2,889,025	3,495,043	6,544,999
TOTAL EXPENDITURES	24,234,625	20,843,352	4,915,614	2,109,788	6,694,308	14,855,888	73,653,575	94,999,447	55,185,024
Depreciation Adjustments		1,325,000		310,000			1,635,000		
Ending Balance	\$ 5,511,708	\$ 3,284,620	\$ 87,939	\$ 164,378	\$ 1,161,495	\$ 5,834,790	\$17,679,930	\$26,341,403	\$38,364,842

* Revenues and expenditures are presented using the modified accrual basis of accounting for all funds except the Water & Sewer Fund and Drainage Utility, which are presented using the accrual basis of accounting. The Water & Sewer Fund includes the Operating Fund (41), the Water and Sewer Capital Projects Fund (42) and the Impact Fees Fund. The Drainage Utility includes Operating (45) and Capital Projects Fund (46). Depreciation is included in expenses and adjusted for fund balance.

CITY OF HALTOM CITY
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
CAPITAL PROJECTS FUNDS (CITY-WIDE)
FISCAL YEAR 2015

	Street Reconstruction Fund	Capital Projects Fund	Street Assessments Fund	Water and Sewer Capital Projects Fund*	Impact Fees Fund	Drainage Capital Proj Fund*	Total
Beginning Balance, 10/1/14	\$ 2,207,687	\$ 3,776,416	\$ -	\$ 283,919	\$ 773,686	\$ 40,318	\$ 7,082,026
BUDGETED REVENUES							
Property Taxes	-	-	-	-	-	-	-
Other Taxes	1,465,500	-	-	-	-	-	1,465,500
Franchise Fees	-	-	-	-	-	-	-
Licenses/Permits/Fees	-	-	-	-	14,000	-	14,000
Charges For Services	-	-	1,200	-	-	-	1,200
Court Fees and Fines	-	-	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-	-	-
Bond Proceeds	-	365,000	-	-	-	-	365,000
Interfund Transfers	-	-	-	1,100,000	-	215,000	1,315,000
Miscellaneous Revenues	30,000	7,000	-	13,310	3,000	-	53,310
TOTAL REVENUES	1,495,500	372,000	1,200	1,113,310	17,000	215,000	3,214,010
BUDGETED EXPENDITURES							
Personnel	-	-	-	-	-	-	-
Supplies	-	-	-	-	-	-	-
Maintenance	300,000	-	-	-	-	-	300,000
Outside Services	-	-	-	-	-	4,491	4,491
Capital Outlay	2,229,244	3,349,343	-	786,920	400,000	250,000	7,015,507
Other Expenses	762,555	51,966	-	-	-	-	814,521
Interfund Transfers	-	-	1,200	-	-	-	1,200
TOTAL EXPENDITURES	3,291,799	3,401,309	1,200	786,920	400,000	254,491	8,135,719
Ending Balance, 9/30/15	\$ 411,388	\$ 747,107	\$ -	\$ 610,309	\$ 390,686	\$ 827	\$ 2,160,317

* The Water and Sewer Capital Projects Fund and the Drainage Capital Projects Fund is included for information purposes.

**CITY OF HALTOM CITY
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
SPECIAL REVENUE FUNDS
FISCAL YEAR 2015**

	Parks Performance Fund	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
Beginning Balance, 10/1/14	\$ (20,724)	\$ 2,904,285	\$ 853,150	\$ 4,034,849	\$ 96,969	\$ 133,378	\$ 107,666	\$ 147,264	\$ 248,323
BUDGETED REVENUES									
Property Taxes	-	-	-	-	-	-	-	-	-
Other Taxes	-	3,044,600	1,446,630	-	43,600	-	-	-	-
Franchise Fees	-	-	-	-	-	-	-	-	-
Licenses/Permits/Fees	-	-	-	-	-	-	-	-	-
Charges For Services	192,000	-	-	-	-	-	-	-	-
Court Fees and Fines	-	-	-	-	-	33,000	44,000	51,350	-
Intergovernmental Revenues	-	6,052,086	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-	-	-
Interfund Transfers	-	-	-	10,000	-	-	-	-	-
Miscellaneous Revenues	-	58,000	2,650	309,648	800	1,100	700	1,050	166,200
TOTAL REVENUES	192,000	9,154,686	1,449,280	319,648	44,400	34,100	44,700	52,400	166,200
BUDGETED EXPENDITURES									
Personnel	81,546	478,511	368,818	-	24,222	1,000	-	-	18,000
Supplies	24,845	44,782	98,125	-	-	-	-	500	49,500
Maintenance	6,740	71,339	125,990	-	8,500	-	4,525	-	3,500
Outside Services	48,500	250,151	509,377	-	5,250	-	-	-	30,000
Capital Outlay	-	9,398,838	-	-	-	-	31,754	-	80,000
Other Expenses	20,608	640,805	136,618	-	22,069	-	-	1,000	25,912
Debt Service	-	368,125	131,895	551,044	-	-	-	-	-
Interfund Transfers	10,000	-	300,000	400,000	-	46,438	6,425	47,029	-
TOTAL EXPENDITURES	192,239	11,252,551	1,670,823	951,044	60,041	47,438	42,704	48,529	206,912
Ending Balance, 9/30/15	\$ (20,963)	\$ 806,420	\$ 631,607	\$ 3,403,453	\$ 81,328	\$ 120,040	\$ 109,662	\$ 151,135	\$ 207,611

Grant Fund	PEG Fund	Fire Donation Fund	Library Donation Fund	Police Forfeiture Fund	Park Donation Fund	Park Dedication Fund	Safe Pathways Fund	Animal Shelter Donation Fund	Police Donation Fund	Police CART Fund	Total
\$ (38,581)	\$ 51,000	\$ 3,578	\$ 97,818	\$ 20,996	\$ 29,848	\$ 33,253	\$ 27,998	\$ 34,808	\$ 111,321	\$ 8,878	\$ 8,886,077
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	4,534,830
-	63,000	-	-	-	-	-	-	-	-	-	63,000
-	-	-	-	-	-	-	-	-	-	-	192,000
-	-	-	-	-	-	-	-	-	-	-	128,350
77,687	-	-	-	-	-	-	-	-	3,000	-	6,132,773
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	1,000	11,000
-	-	2,850	38,700	25,500	51,750	400	5,150	7,650	70,500	-	742,648
77,687	63,000	2,850	38,700	25,500	51,750	400	5,150	7,650	73,500	1,000	11,804,601
53,115	-	-	-	-	-	-	-	-	-	-	1,025,212
19,355	3,820	3,600	47,500	45,000	-	-	-	5,150	97,500	-	439,677
-	-	-	5,400	-	3,100	-	-	-	-	-	229,094
-	-	-	-	-	25,350	-	-	-	-	-	868,628
-	-	-	30,000	-	22,500	-	10,000	-	-	-	9,573,092
5,217	-	-	-	-	-	-	-	-	3,500	2,500	858,229
-	-	-	-	-	-	-	-	-	-	-	1,051,064
-	-	-	-	1,000	-	-	-	-	-	-	810,892
77,687	3,820	3,600	82,900	46,000	50,950	-	10,000	5,150	101,000	2,500	14,855,888
\$ (38,581)	\$ 110,180	\$ 2,828	\$ 53,618	\$ 496	\$ 30,648	\$ 33,653	\$ 23,148	\$ 37,308	\$ 83,821	\$ 7,378	\$ 5,834,790

CITY OF HALTOM CITY
Summary & Explanation of Interfund Transfers
Fiscal Year 2015

Transfer In	Amount	Transfer Out	Amount
General Fund 01			
<i>Payment in lieu of taxes</i>	\$ 511,330	<i>Water and Sewer Fund 41</i>	\$ 511,330
<i>Payment in lieu of taxes</i>	111,260	<i>Drainage Fund 45</i>	111,260
<i>Fund Security Projects</i>	52,863	<i>Court Security Fund 15</i>	46,438
<i>Fund Juvenile Case Manager Salary</i>	47,029	<i>Court Technology Fund 16</i>	6,425
<i>Funding for street maintenance projects</i>	1,200	<i>Juvenile Case Manager Fund 17</i>	47,029
<i>Funding for compensation package</i>	300,000	<i>Street Assessment Fund 39</i>	1,200
<i>Funding for compensation package</i>	400,000	<i>Crime Control & Prevention 12</i>	300,000
	<hr/>	<i>Oil and Gas Fund 13</i>	400,000
Total Transfers to the General Fund	<hr/> 1,423,682		
Debt Service Fund 05			
<i>To fund debt service requirments</i>	131,895	<i>Crime Control & Prevention 12</i>	131,895
<i>To fund debt service requirments</i>	62,068	<i>Water and Sewer Fund 41</i>	62,068
<i>To fund debt service requirments</i>	368,125	<i>Economic Development Fund 11</i>	368,125
<i>To fund debt service requirments</i>	550,200	<i>Oil and Gas Fund 13</i>	550,200
	<hr/>		-
Total Transfers to the Debt Service Fund	<hr/> 1,112,288		
Economic Development Fund 11			
<i>To fund Little Fossil Park</i>	17,500	<i>Park Dedication 25</i>	17,500
Oil and Gas Fund 13			
<i>Payment for Equipment (Payoff in FY16)</i>	10,000	<i>Park Performance Fund 02</i>	10,000
PEG Fund			
<i>To fund cable TV broadcasts</i>	25,000	<i>General Fund 1</i>	25,000
Child Abuction Rescue Team Fund 29			
<i>To fund Team Efforts</i>	1,000	<i>Drug Forfeiture Fund 23</i>	1,000
Water and Sewer 41			
<i>To fund Admin Expenses</i>	52,275	<i>Drainage Fund 45</i>	52,275
Water & Sewer Utility Projects Fund 42			
<i>To fund W & S portion of utility projects</i>	1,100,000	<i>Water and Sewer Fund 41</i>	1,100,000
Drainage Utility Capital Projects 46			
<i>To fund capital projects</i>	215,000	<i>Drainage Utility Fund 45</i>	215,000
	<hr/>		
TOTAL: \$	3,956,745	TOTAL: \$	3,956,745



Vision Statement

Create a safe, vibrant and modern community where people choose to live, visit, work and conduct business

Mission Statement

To provide quality services to all members of the Community

Values Statements

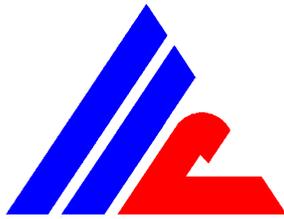
Dependable: *Willing to commit and follow through*

Ethical: *Conforming to acceptable moral principles*

Responsive: *Promptly reacting to the needs of others*

Respectful: *Considerate of others*

Accountable: *Taking responsibility for actions*



Council Policy on Leadership

Leadership is the personal accountability of City Council, Boards and Commissions and all City employees who are hereby empowered to:

- ***Communicate effectively in all directions;***
- ***Consciously build trust and high esteem;***
- ***Establish and maintain the highest standards of ethics and good work.***

Council Policy of Strategic Planning

Staff is to take a proactive approach to long-term strategic planning that is consistent with the Council's vision and short and long term strategic goals.

Council Fiscal Policy

To manage all revenues and expenditures for the greatest value for the community as a whole and to openly communicate financial policy and results to citizens and businesses.



Council's Long-Term Strategic Goals

Build and maintain an empowered and loyal workforce.

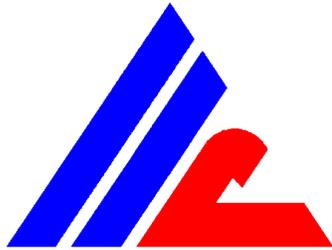
Create a comprehensive plan to facilitate an increase in revenue in order to meet the growth needs of the community and to provide quality city services.

Develop a comprehensive plan for addressing the current and future transportation issues facing Haltom City.

Lead the city to build a new municipal complex.

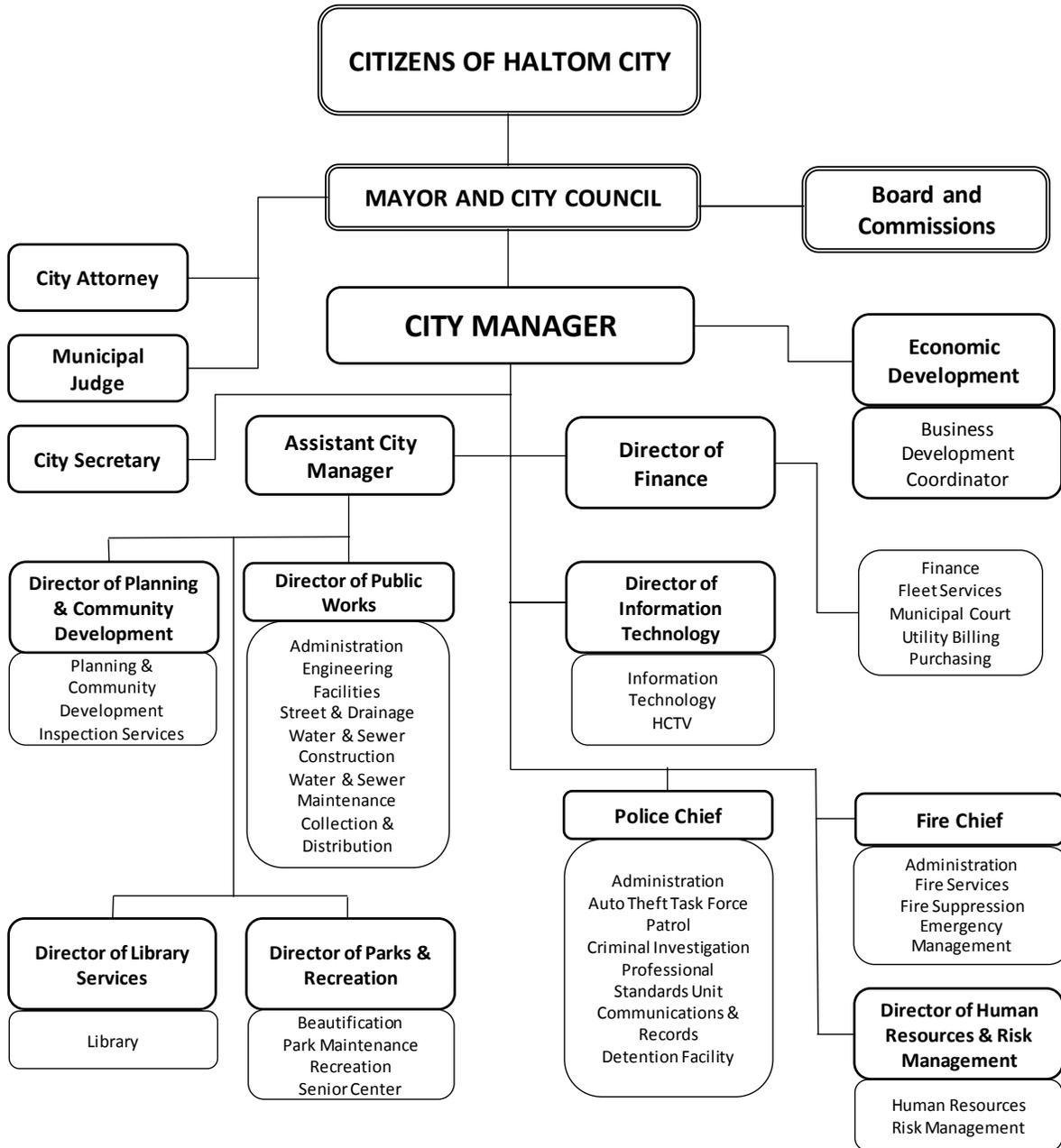
Maximize the economic benefits of the 820 project and the Belknap Corridor.

FISCAL YEAR 2015 GOALS MATRIX



	<i>Economic Development</i>	<i>Organizational Development</i>	<i>Community Development</i>	<i>Quality of Life</i>
Administration	✓	✓	✓	✓
City Secretary	✓	✓		
City Council	✓	✓	✓	✓
Finance	✓	✓		
Human Resources		✓		
Planning & Community Development	✓	✓	✓	✓
Inspection Services	✓	✓	✓	✓
Information Technology	✓	✓		
Fleet Service		✓		
Facility Maintenance		✓	✓	
Cable Television	✓	✓	✓	✓
Animal Services		✓		✓
Police		✓		✓
Fire		✓		✓
Municipal Court		✓		✓
Street / Drainage	✓	✓		✓
Water and Sewer	✓	✓		✓
Drainage Utility	✓	✓		✓
Parks & Recreation		✓	✓	✓
Library		✓	✓	✓
Economic Development Corporation	✓	✓	✓	✓

CITY OF HALTOM CITY ORGANIZATION CHART



HALTOM CITY

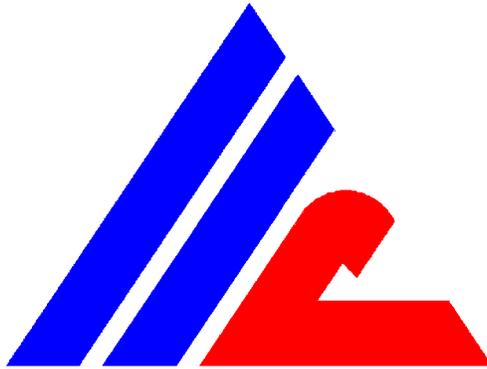
ELECTED OFFICIALS

<u>NAME</u> <u>OFFICE</u>	<u>TERM</u> <u>EXPIRES</u>	<u>OCCUPATION</u>
Richard Hutchison Mayor	2015	Adjunct History Instructor
Marian Hilliard Place 1	2015	Retired Communications Executive
Jeff Western Place 2	2015	Retired State Employee
David Averitt Place 3	2016	Real Estate Broker
Trae Fowler Place 4	2016	Self-Employed
Bob Watkins Place 5	2016	Business Owner
Stephanie Davenport Place 6	2016	Non Profit
An Truong Place 7	2015	Law Enforcement Investigator

HALTOM CITY

ADMINISTRATION

Thomas J. Muir	City Manager
Chuck Barnett	Assistant City Manager
Toni Beckett	Director of Human Resources & Risk Management
Art Camacho	City Secretary
Tim Cool	Director of Information Technology
Justin French	Director of Planning & Inspections
Jennifer Fung	Director of Finance
Tom Henry	Director of Parks & Recreation
Lorraine Irby	Municipal Judge
Keith Lane	Police Chief
Steve Ross	Fire Chief
Lesly Smith	Director of Library Services
Gregory Van Nieuwenhuize	Director of Public Works
Taylor, Olson Adkins, Sralla & Elam, L.L.P	Legal Counsel
Rylander, Clay & Opitz, L.L.P.	Auditors



A Place to Call Home

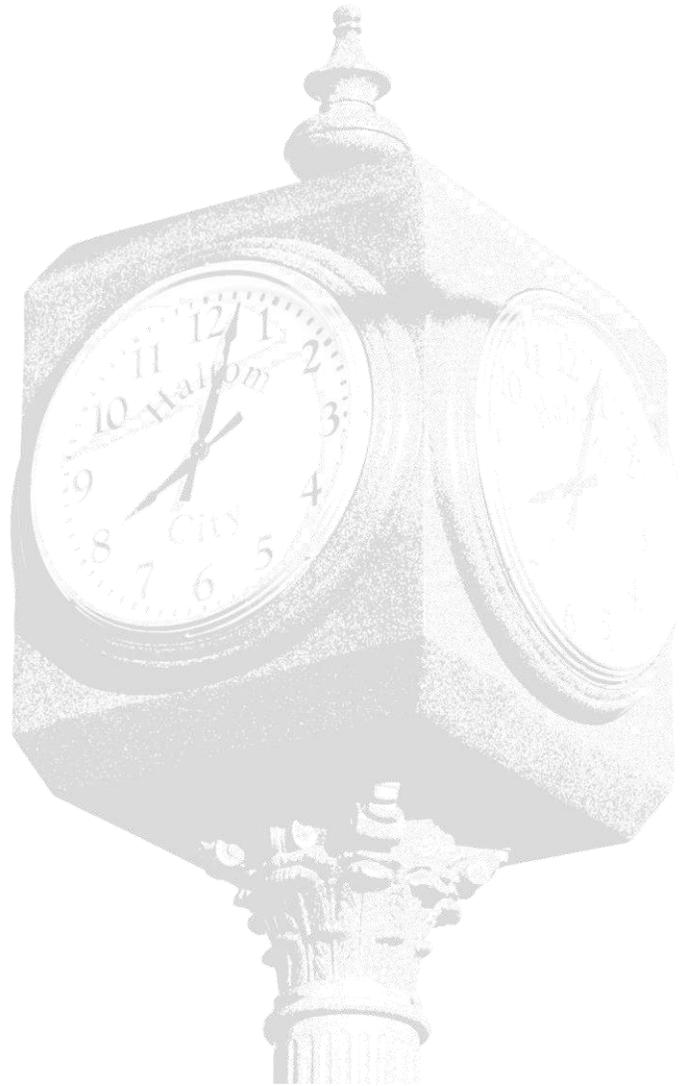


HALTOM CITY

TEXAS

Annual Budget 2015

FINANCIAL MANAGEMENT POLICIES



FINANCIAL MANAGEMENT

Purpose

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 and rotation 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 done 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*. The City will also submit its annual budget to GFOA to 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 that 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 \$25,000 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 60 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 4 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. Funds in the fund balance 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 4 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 of 1.0% over the past 5 years. There has been little population growth in the City since 2000 and new home development has been modest at best. It is to be expected that the current economic recession will result in flat to lower property values in the short run and slow growth in the long run.
- *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.
- *Low inflation.* Our sources indicate that inflation is expected to be relatively moderate through FY2014 at approximately 1.5%. This is near the norm for the past 10 years and, depending upon the success of the Federal Reserve in suppressing interest rates, could continue through 2015.
- *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 5 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. The funds targeted for protection are the General Fund and the Water and Sewer Fund. The General Fund target is exceeded and progress continues for the Water and Sewer Fund despite volatility in the weather.

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 Utility 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, and whose operating and maintenance costs 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 is benchmarked at \$0.22 per \$100 of net taxable value for all tax-supported debt with a maximum rate not to exceed \$0.25 per \$100 to service the bonds 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 (4) 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 2013. 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 these two programs.

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 the general operating expenditures, the fixed charges, and the capital improvement costs that are not paid through other funds. Activities operating in the General Fund include:

- Administration (Administration, City Secretary, Personnel, Planning, Code Enforcement, Information Technology and Library),
- Finance (Accounting, Purchasing, and Municipal Court),
- Police,
- Fire, and
- Public Works (Facilities and Streets).

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.

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. The City's Capital Projects funds are currently devoted to general purposes, street, drainage, 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.

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 Personal Property Financing Notes, Park and Library Contributions, Hotel Occupancy Taxes, and Sales Tax. Current Special Revenue Funds include:

- Parks Performance Fund, administered by the Parks and Recreation Department.
- Economic Development Fund, administered by Administration through the Economic Development Department.
- Crime Control and Prevention District, administered by the Police Department.
- Oil and Gas Fund, administered by the Finance Department.
- Hotel/Motel Tax Fund, administered by Administration through the Economic Development Department.
- Court Security Fund, administered by Finance through the Municipal Court.
- Court Technology Fund, administered by Finance through the Municipal Court.
- Juvenile Case Manager Fund, administered by Finance through the Municipal Court.
- Grant Fund administered by Finance and the grantor departments.
- Fire Donation Fund, administered by the Fire Department.
- Library Donation Fund, administered by Administration through the Library.
- Drug Forfeiture Fund, administered by the Police Department.
- Park Donation Fund, administered by Administration through the Parks and Recreation Department.
- Park Dedication Fund, administered by Administration through the Parks and Recreation Department.
- Safe Pathways fund, administered by Public Works.
- Animal Shelter Fund, administered by Police Department through Animal Services.
- Police Donation Fund, administered by the Police Department.

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 Utility Fund. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, 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	Business Type	Special Revenue	Capital Project
Administration	X			
City Secretary	X			
City Council	X			
Finance	X			
Human Resources/Risk	x			
Planning/Community Development	X			
Inspections	X			
Information Technology	X			X
Fleet Services	X			
Facility Maintenance	X			
Public Information	X			
HCTV	X			
Animal Services	X		X	
Police				
Administration	X		X	X
Investigative Services	X			
Patrol	X			X
Support Services	X			
Fire				
Administration	X		X	X
Suppression	X			
Fire Services	X			
Emergency Management	X			
Municipal Court	X		X	
Marshal's Office	X		X	
Public Works				
Administration		X		
Engineering		X		
W&S Construction		X		X
W&S Maintenance		X		
W&S Collection and Distribution		X		
Streets and Drainage	X			X
Drainage Maintenance		X		X
Utility Billing		X		
Economic Development Administration			X	
Parks				
Parks Maintenance	X		X	X
Parks Performance	X			
Recreation	X			
Senior Center	X			
Library	X		X	
Non-Departmental	X	X	X	

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 Enterprise Fund and the Drainage Utility Enterprise 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 to you 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 Principals (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.

THE OPERATING BUDGET PROCESS

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 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 March, the Finance Department distributes a budget preparation manual for the upcoming fiscal year. Departments submit budget proposals by mid May. 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 25 and August 10. The first and second readings of the budget ordinance occur at the council meetings in 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.

Integration with Other Long Term Planning Processes

Information Technology – The Information Technology Plan was commissioned in late 2006 and completed in the summer of 2007. The City Council subsequently accepted the plan. This plan recommends staffing levels and operating guidelines for system maintenance. It also provides guidance for the development of equipment/software schedules. Both the operational and equipment maintenance assumptions figure prominently in budget development. The annual impact of the IT plan is expected to be near \$120 thousand annually over the next five (5) years.

Drainage Improvement – The Drainage Improvement Plan was approved by the City Council in 2006. It encompasses an assessment of the current drainage challenges posed by run-off

from neighboring towns through Haltom City and southward to Fort Worth. Nearly \$101 million of needed improvements have been identified. Each year eligible projects are included in the capital-financing portion of the annual budget process as resources permit. The Little Fossil Creek project and the Skyline White's Branch Creek project are included in the overall FY2014 budget. Approximately \$250 thousand of additional projects are included in the City's annual budget. The investment required to address the plan in a meaningful way must come from new debt.

Parks Usage and Improvement – The Economic Development Corporation financed an outside study that analyzed the current state of Haltom City park facilities, recreation facilities and open spaces. The thrust of the study was to determine the current and future community needs and to recommend strategies to meet the challenges as outlined. This plan was unveiled in 2008. The Little Fossil Park Renovation and the White's Branch Creek Park Projects were the first projects financed using a combination of voter approved bonds and resources of the Economic Development Fund.

Belknap Revitalization – The Economic Development Corporation financed an outside study to assess the potential for redevelopment of the City's original business corridor. The intent of the study was to gauge the business community interest in redevelopment as well as neighborhood willingness to advocate change. The results of the study became available in 2007. Since that time the study recommendations are being used for requesting changes to be made in traffic patterns on State Highway 377 that will enhance traffic safety and access for businesses. These changes are anticipated in the capital projects to be financed with Federal Funds and Economic Development Corporation resources.

Street Improvement – Since 2005 the Public Works Staff has maintained a database of all streets and thoroughfares. The condition of the transportation infrastructure is updated annually and projects scoring high in priority are submitted for financing in the budget process. A new, system-wide, assessment was completed in FY2012. This program drives the project selection in the Street Reconstruction Fund.

Combined Land Use Plan (CLUP) – A high Council priority was the update of the CLUP in 2010. The plan had not updated since 2002. This update effected changes to the existing zoning of the City that maximizes future development possibilities and allows for the efficient use of Code Enforcement Staff and the related operating budget resources.

Multi-year Financial Plans – Multiyear financial plans figure prominently in the development of the annual budget. The financial plan applies the short-term assumptions made in the beginning of the budget cycle, projected economic data and potential decision packages to a model that reflects the annual operating results for 20 years. Only five years are examined for the annual budget process. The development of the annual budget is predicated upon the impact of decisions over the 5-year window. The debt service plan projects the availability of resources for debt service payments over a 30-year period (though only 10 years are used in the annual budget process). The flow of resources realized from the model determines the amount of financing possible to meet the capital needs as identified by the foregoing processes and the annual budget requests.

The most prominent of the major plans is the General Fund. While the General Fund represents only 40% of the total operating budget of the City it remains the functional center of

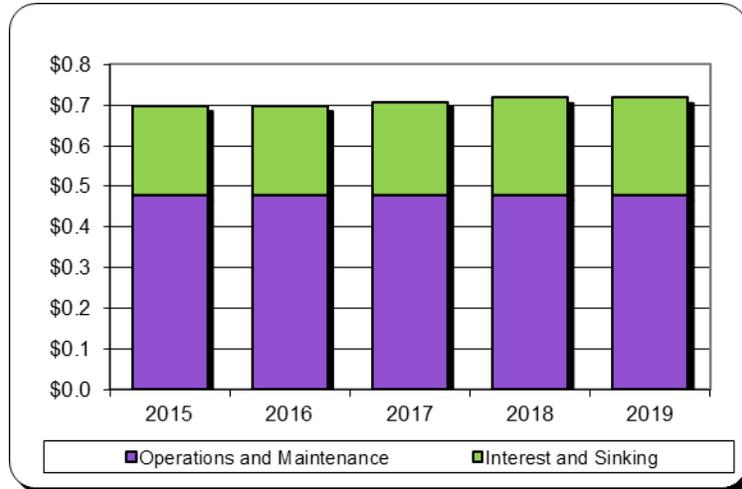
the City. Projections of revenues from taxes and other revenues are coupled with projected outlays representing projected changes from inflation, statutory changes and management decisions. A brief summary of the General Fund over the next five years appears below:

**CITY OF HALTOM CITY
MULTI-YEAR FINANCIAL OUTLOOK
GENERAL FUND**

	Fiscal Year Ending September 30				
	Adopted 2015	Projected 2016	Projected 2017	Projected 2018	Projected 2019
REVENUES					
Property Taxes	\$8,075,980	\$8,156,740	\$8,285,175	\$8,930,550	\$9,772,712
Sales & Use Taxes	6,067,300	6,211,100	6,416,000	6,621,200	6,826,474
Franchise Fees	3,941,050	4,089,695	4,116,939	4,174,815	4,233,792
Licenses/Permits/Fees	599,790	569,801	541,310	476,956	481,725
Charges For Service	1,554,845	1,601,490	1,633,520	1,666,191	1,699,514
Fines and Fees	1,548,985	1,626,434	1,707,756	1,793,144	1,882,801
Intergovernmental Revenue	154,730	161,158	164,173	166,656	169,806
Miscellaneous Revenues	140,100	144,303	148,632	153,091	157,684
Interfund Transfers	1,430,005	1,444,305	1,458,748	1,473,336	1,488,069
Total Revenues	\$23,512,785	\$24,005,026	\$24,472,254	\$25,455,938	\$26,712,577
	4.5%	2.1%	1.9%	4.0%	4.9%
EXPENDITURES					
Total Expenditures	\$24,234,625	\$23,996,894	\$24,650,051	\$25,368,899	\$26,075,051
	7.0%	-1.0%	2.7%	2.9%	2.8%
Revenues Over/(Under) Expenditures	(\$721,840)	\$8,132	(\$177,797)	\$87,039	\$637,526
Ending Fund Balance	\$5,511,708	\$5,519,840	\$5,342,043	\$5,429,082	\$6,066,608
Fund Balance Target (20% of current year expenditures)	\$4,846,925	\$4,799,379	\$4,930,010	\$5,073,780	\$5,215,010
	22.7%	23.0%	21.7%	21.4%	23.3%

The impact of this projection is reflected in the tax rate below:

Projected Property Tax Rate
 Fiscal Years 2015-2019
 (\$ per \$100 Net Taxable Value)



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 the 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. Below is a recap of projected rates for water services and wastewater fees for the next (5) fiscal years:

	<u>Fiscal Year Ending September 30</u>				
	Adopted 2015	Projected 2016	Projected 2017	Projected 2018	Projected 2019
Water					
Base Charge	\$12.50	\$12.55	\$12.60	\$12.65	\$12.70
Use Charge (1,000 gallons)	5.83	6.63	7.43	8.23	9.03
Wastewater					
Base Charge	\$8.50	\$8.85	\$9.50	\$9.85	\$10.50
Use Charge (1,000 gallons)	5.83	6.33	6.83	7.33	7.83
BOD	0.37	0.37	0.37	0.37	0.37
TSS	0.20	0.20	0.20	0.20	0.20

Rates supporting the Drainage Utility are expected to remain at current levels until FY2018. A study will be performed and rates will be adjusted in manner consistent with the 2012 increase

of approximately 25%.

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 Economic Development Corporation (EDC) and the Crime District Board have the authority to review the EDC and 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.

Implementation of the Approved Budget

Upon adoption of the budget, staff prepares the Approved Annual Budget document for printing, incorporating all changes from the proposed budget. The Approved Annual Budget is published in mid-December.

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.

City of Haltom City

Fiscal Year 2014 - 2015 Budget Planning Calendar

PUBLIC NOTICES, MEETINGS, HEARINGS AND OTHER ESSENTIAL ACTIONS REQUIRED TO ADOPT
THE FISCAL YEAR 2014 - 2015 BUDGET

February-14

- 20 - Thursday
- *City Council Retreat* - The City Council, City Manager, and Facilitator will meet to determine the goals and objectives of the FY2014-15 Budget.

March-14

- 25 - Tuesday
- ***Budget Kickoff Meeting*** - Presentation by the City Manager of his budget goals and expectations followed by a mandatory budget preparation instruction review session. The Budget Preparation Manual, including *Budget Allocations*, *Personnel Estimates*, *Fleet Replacement Schedule*, *Multi-Year Budgets*, *Generic Price Lists*, and *Rate Ordinance Review*, will be distributed at this meeting. (Meeting location: HC Library, Time 1:30pm - 4pm)

April-14

- 02 - Wednesday
- thru
- 04 - Friday
- 11 - Friday
- *Budget Entry Training*
 - *Capital Requests* due to Director of Finance.
 - *Fleet Requests* due to Equipment Services Supervisor.
 - *IT Requests* due to Computer Services Technician.
 - *Personnel Requests* due to Director of Human Resources and Risk Management.
- 21 - Monday
- *Capital Requests, Fleet Requests, IT Requests, and Personnel Requests* reviews completed.
- 30 - Wednesday
- 1st Preliminary *Tax Roll (Summary)* due from Tarrant Appraisal District.

May-14

- 02 - Friday
- *Division Budgets* due to Finance.
 - *Decision Packages* due to Finance.
 - *Rate Change Recommendations* due to Finance.
 - *Revenue Estimates* due to Finance.
- 08 - Thursday
- *Revenue Estimates* entered.
- 15 - Thursday
- Preliminary *Tax Roll (Letter of Preliminary Values)* due from Tarrant Appraisal District.
 - Preliminary *Fund Summaries* due.
- 16 - Friday
- City Manager's *Working Copy* due. (A working draft of the line item budget with Fund Summaries is provided to the City Manager from the Finance Department.)
 - *Decision Package Notebook* due to City Manager from Finance Department.
- 27 - Tuesday
- thru
- 30 - Friday
- *Division Budget Hearings/Goals and Objectives*
 - Decision Packages
 - Capital Budget

June-14

- 09 - Monday • 3rd Preliminary Tax Roll from Tarrant Appraisal District
- 16 - Monday • *Tentative Budget Meeting with Directors*
- 27 - Friday • City Manager's budget due
- Deadline for the City Manager to finalize the proposed CCPD & EDC Budgets.

July-14

- 04 - Friday • Publish Notice of *Public Hearing* for the *EDC Budget*. This hearing will be held by the EDC Board on Thursday, July 17. The proposed EDC Budget is filed with the City Secretary for review and inspection by the general public.
- 04 - Friday • Publish Notice of *Public Hearing* for the *CCPD Budget*. This hearing will be held by the CCPD Board on Tuesday, July 15. The proposed CCPD Budget is filed with the City Secretary for review and inspection by the general public.
- 15 - Tuesday • ***CCPD Public Hearing*** - 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.
- 17 - Thursday • ***EDC Public Hearing*** - The EDC Board 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.
- 25 - Friday • *Certified Appraisal Tax Roll* due from the Tarrant Appraisal District.
- 28 - Monday • ***Regular Council Meeting*** - Proposed budget is formally presented by the City Manager to the City Council for review prior to the first budget workshop. In accordance with section 5.02 of the City Charter this must take place at least 45 days prior to the start of the fiscal year. A copy of the budget is also provided to the City Secretary for inspection and review by the general public.
- 31 - Thursday • ***Budget Workshop Meeting*** - The budget is reviewed by the City Council at the Central Fire Station or Haltom City Library. This is an evening meeting beginning at 6 pm.

August-14

- 01 - Friday • Publish the ***Notice of Public Hearing*** for the *CCPD Budget*. This hearing will be held by the City Council August 11.
- 07 - Thursday • Publish the ***Effective and Rollback Tax Rate Notice*** in the newspaper.
- 07 - Thursday • ***Budget Workshop Meeting*** - The budget is reviewed by the City Council at the Central Fire Station or the Haltom City Library. This is an evening meeting beginning at 6 pm.
- 11 - Monday • ***Regular Council Meeting*** - At this meeting the City Council will discuss the tax rate needed to support the Proposed Budget. If the proposed tax rate will raise more revenue than the preceding year, the Council must take a ***Record Vote and schedule a Public Hearing***. This action is followed by the first of two one-quarter page ***"Truth-in-Taxation"*** notices to be printed in the newspaper, posted on the website, and displayed on the HCTV if the proposed tax rate generates more revenue than the effective rate.
- ***CCPD*** – City Council Public Hearing on CCPD Budget. At this hearing the Council must **approve or reject** the CCPD. Budget; if rejected, the Council and the CCPD. Board must meet together to amend and approve the budget before the beginning of the fiscal year. The CCPD Budget may be amended after the beginning of the fiscal year on approval by the CCPD Board and the Council. (LGC 363.205)

- 14 - Thursday
 - Publish first one-quarter page **Notice of Public Hearing on Tax Increase** as required by **“Truth in Taxation”** guidelines from the State Comptroller. This notice lists a tally of the vote to propose the tax rate and a comparison of taxes for the average homestead at the proposed rate and the current rate. (LGC 102.0065(b)) Notice must be printed in the newspaper, posted on the website, and displayed on the HCTV.

- 25 - Monday
 - **Regular Council Meeting** - At this meeting the Council will conduct the first required **Public Hearing** on the proposed property tax rate.

- 29 - Friday
 - Publish **Notice of Public Hearing** in the legal section of the newspaper, City webpage and City public access TV. This notice is required by section 5.02 of the City Charter and must appear at least 10 days prior to the **Public Hearing**. This notice is for the *City Budget*, the *Crime Control and Prevention District Budget*, and the *Economic Development Corporation*.

September-14

- 08 - Monday
 - **Regular Council Meeting** - At this meeting, the Council will conduct the second required **Public Hearing** on the property tax rate.
 - A **Public Hearing** on the Proposed Budget per LGC 102.006 and Sec 5.02 of the City Charter is also conducted. This **Public Hearing** is for the *City Budget*, the *CCPD Budget*, and the *EDC Budget*. First reading of the *Budget Appropriations, Tax Rate*, and other *Rate Ordinances*. Council must schedule and announce a meeting to adopt the tax rate no less than three and no more than fourteen days from this date.

- 11 - Thursday
 - Publish **Notice of Vote on Tax Rate** - This is the second one-quarter page notice that is required by "Truth in Taxation" guidelines from the State Comptroller.

- 22 - Monday
 - **Regular Council Meeting** – Second reading of the *Budget Appropriations, Tax Rate* and other *Rate Ordinances*. The Council must by state law adopt the *Budget Appropriations Ordinance* first, then the *Tax Rate Ordinance*. This must occur no sooner than three and no more than fourteen days from the September 10th meeting.

- Authorized signatures designated.
 - Investment policy approved.
 - Fee Schedule approved.
 - Tax Abatement Policy reauthorized.

CITY OF HALTOM CITY

STAFFING SUMMARY

FUND DEPARTMENT OR DIVISION Classification	CLASS	RANGE	NUMBER OF EMPLOYEES				CHANGE
			FISCAL YEAR				
			12	13	14	15	
GENERAL FUND							
ADMINISTRATION							
City Manager	1001	100	1	1	1	1	
Assistant City Manager	1002	94	1	1	1	1	
Executive Assistant	2001	47	1	1	1	1	
Sub-Total:			3	3	3	3	
CITY SECRETARY							
City Secretary	1110	74	1	1	1	1	
Assistant City Secretary	1120	40	1	1	1	1	
Sub-Total:			2	2	2	2	
FINANCE							
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	59	1	1	1	1	
Account Technician	2202	43	2	2	2	2	
Secretary	2004	33	1	1	1	1	
Sub-Total:			7	7	7	7	
HUMAN RESOURCES & RISK MANAGEMENT							
Director of Human Resources & Risk Mgmt	1401	85	1	1	1	1	
Human Resources Generalist	1402	59	1	1	1	1	
Human Resources Coordinator	1403	55	1	1	1	1	
Sub-Total:			3	3	3	3	
PLANNING & COMMUNITY DEVELOPMENT							
Director of Planning & Community Development	1801	85	1	1	1	1	
Project Manager	1803	57	0	0	1	1	
Administrative Secretary	2003	41	1	1	1	1	
Sub-Total:			2	2	3	3	
INSPECTION SERVICES							
Assistant Director of Planning/Building Official	1802	70	1	1	1	1	
Chief Building Inspector	1803	57	1	1	0	0	
Building Inspector	1804	54	0	0	0	1	1
Code Enforcement Officer	1805	50	3	3	3	3	
Fire Inspector	3409	50	0	0	0	1	1
Permit Technician	1806	39	1	1	1	1	
Sub-Total:			6	6	6	7	2
INFORMATION TECHNOLOGY SERVICES/HCTV							
Director of Information Technology	1301	85	1	1	1	1	
Computer Services Technician	1302	53	3	3	2	2	
Network Administrator	1304	60	0	0	1	1	
Web Administrator/Media Technician	1203	53	1	1	1	1	
Sub-Total:			5	5	5	5	

CITY OF HALTOM CITY

STAFFING SUMMARY

FUND	DEPARTMENT OR DIVISION Classification	CLASS	RANGE	NUMBER OF EMPLOYEES				CHANGE
				FISCAL YEAR				
				12	13	14	15	
FLEET SERVICES								
	Fleet Services Manager	1901	65	1	1	1	1	
	Senior Auto Mechanic	1902	50	1	1	1	1	
	Fleet Services Coordinator	1903	45	1	1	1	1	
	Auto Mechanic	1904	44	1	1	1	1	
	Fleet Service Worker	1905	34	1	2	2	2	
	Sub-Total:			5	6	6	6	
FACILITY SERVICES								
	Building Maintenance Mechanic	2908	41	1	1	1	1	
	Sub-Total:			1	1	1	1	
ANIMAL SERVICES								
	Animal Services Supervisor	3301	55	1	1	1	1	
	Animal Services Officer	3303	43	3	3	3	3	
	Kennel Attendant	3304	37	1	1	1	1	
	Sub-Total:			5	5	5	5	
POLICE								
	Police Chief	3001	87	1	1	1	1	
	Police Lieutenant	3003	GS77	3	3	3	4	1
	Police Sergeant	3004	GS73	10	10	10	10	
	Police Corporal	3005	GS66	4	5	5	5	
	Police Officer	3007	GS62	50	49	49	51	2
	Crime Scene & Property Technician	3105	50	1	1	1	1	
	Administrative Assistant	2002	43	1	1	1	1	
	Community Services Asst./Admin. Secretary	3104	43	1	1	1	1	
	Police Records Clerk	3202	37	3	3	3	3	
	Public Safety Dispatcher	3102	43	10	0	0	0	
	Detention Officer	3103	44	6	0	0	0	
	Sub-Total:			90	74	74	77	3
FIRE ADMINISTRATION								
	Fire Chief	3401	87	1	1	1	1	
	Administrative Assistant	2002	43	1	1	1	1	
	Sub-Total:			2	2	2	2	
FIRE SUPPRESSION								
	Deputy Fire Chief - Operations	3402	79	1	1	1	1	
	Fire Captain	3404	GS77	3	3	3	3	
	Fire Lieutenant	3405	GS73	9	12	12	12	
	Firefighter/Driver	3407	GS66	12	12	12	12	
	Firefighter	3408	GS62	21	21	21	21	
	Sub-Total:			46	49	49	49	

CITY OF HALTOM CITY

STAFFING SUMMARY

FUND	DEPARTMENT OR DIVISION	CLASS	RANGE	NUMBER OF EMPLOYEES				CHANGE
				FISCAL YEAR				
				12	13	14	15	
FIRE SERVICES								
	Deputy Fire Chief - Services	3403	79	1	1	1	1	
	Fire Lieutenant (Assistant Fire Marshal)	3405	GS73	1	1	1	1	
	Fire Inspector	3409	50	0	1	1	0	-1
	Sub-Total:			2	3	3	2	-1
EMERGENCY MANAGEMENT								
	Emergency Management Coordinator	3406	73	1	1	1	1	
	Sub-Total:			1	1	1	1	
MUNICIPAL COURT								
	Court Clerk/Court Administrator	2502	61	1	1	1	1	
	Deputy Court Clerk/Court Coordinator	2503	43	1	1	1	1	
	Deputy Court Clerk/Court Collections Specialist	2504	41	1	1	1	1	
	Deputy Court Clerk/Warrant Clerk	2505	41	1	1	1	1	
	Deputy Court Clerk	2506	37	3	3	3	3	
	Deputy Court Clerk/Juvenile Case Manager	2507	37	1	1	1	1	
	Sub-Total:			8	8	8	8	
MARSHAL'S OFFICE								
	Marshal	2508	57	0	1	1	1	
	Sub-Total:			0	1	1	1	
STREET & DRAINAGE								
	Street Maintenance Supervisor	2901	62	0.5	0.5	0.5	0.5	
	Public Works Crewleader	2905	48	1	2	2	2	
	Senior Equipment Operator	2906	43	3	2	2	2	
	Equipment Operator	2910	40	3	3	3	3	
	Sign Technician	2909	40	1	1	1	1	
	Public Works Maintenance Worker	2911	36	6	6	3	3	
	Sub-Total:			14.5	14.5	11.5	11.5	
PARKS MAINTENANCE								
	Parks Crewleader	1701	47	1	1	1	1	
	Irrigation Specialist	1703	40	1	1	1	1	
	Park Maintenance Worker	1706	36	6	6	6	6	
	Sub-Total:			8	8	8	8	
RECREATION								
	Director of Parks & Recreation	1601	85	1	1	1	1	
	Recreation Supervisor	1602	54	1	1	1	1	
	Senior Recreation Assistant	1604	41	1	1	1	1	
	Recreation Assistant	1605	36	1	1	1	1	
	Sub-Total:			4	4	4	4	

CITY OF HALTOM CITY

STAFFING SUMMARY

FUND DEPARTMENT OR DIVISION Classification	CLASS	RANGE	NUMBER OF EMPLOYEES				CHANGE
			FISCAL YEAR				
			12	13	14	15	
SENIOR CENTER							
Senior Center Supervisor	1603	58	1	1	1	1	
Sub-Total:			1	1	1	1	
LIBRARY							
Director of Library Services	1501	77	1	1	1	1	
Assistant Library Services Director	1502	67	1	1	1	1	
Senior Librarian	1503	60	1	1	1	1	
Librarian	1504	54	4	4	4	4	
Administrative Secretary	2003	41	1	1	1	1	
Library Acquisitions Specialist	1505	46	1	1	1	1	
Library Clerk	1506	34	4	3	3	3	
Senior Library Clerk	1507	38	0	1	1	1	
Sub-Total:			13	13	13	13	
GRAND TOTAL GENERAL FUND:			228.5	218.5	215.5	219.5	4.0
WATER & SEWER FUND							
ENGINEERING							
Asst. Public Works Director/City Engineer	2602	77	1	1	1	1	
Engineering Associate	2801	62	1	1	1	0	-1
Database Administrator	2801	53	0	0	0	1	1
Engineer	2802	67	1	1	1	1	
Construction Inspector	2803	50	2	2	2	2	
Sub-Total:			5	5	5	5	0
PUBLIC WORKS ADMINISTRATION							
Director of Public Works	2601	86	1	1	1	1	
Environmental Services Coordinator	2701	54	1	1	1	1	
Administrative Secretary	2003	41	1	1	1	1	
Public Works Dispatch Clerk	2702	36	1	1	1	1	
Sub-Total:			4	4	4	4	
UTILITY BILLING							
Utility Billing Manager	2301	61	1	1	1	1	
Supervisor of Water Department	2302	51	1	1	1	1	
Customer Service Representative	2304	37	4	4	4	4	
Sub-Total:			6	6	6	6	
WATER & SEWER CONSTRUCTION							
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	1	1	1	
Equipment Operator	2910	40	1	1	1	1	
Public Works Maintenance Worker	2911	36	4	4	4	4	
Sub-Total:			7.5	7.5	7.5	7.5	

CITY OF HALTOM CITY STAFFING SUMMARY

FUND DEPARTMENT OR DIVISION Classification	CLASS	RANGE	NUMBER OF EMPLOYEES				CHANGE
			<i>FISCAL YEAR</i>				
			12	13	14	15	
WATER & SEWER MAINTENANCE							
Water/Sewer Maintenance Supervisor	2904	62	1	1	1	1	
Public Works Crewleader	2905	48	3	3	3	3	
Equipment Operator	2910	40	1	1	1	1	
Public Works Maintenance Worker	2911	36	11	11	11	11	
Sub-Total:			16	16	16	16	
COLLECTION & DISTRIBUTION							
Water Production and Bldg. Maint Supv.	2902	62	1	1	1	1	
Water Production Operator	2907	41	4	4	4	4	
Sub-Total:			5	5	5	5	
METER MAINTENANCE							
Water Meter Reader	2305	35	3	3	3	3	
Sub-Total:			3	3	3	3	
GRAND TOTAL WATER & SEWER FUND:			46.5	46.5	46.5	46.5	0.0
DRAINAGE UTILITY FUND							
DRAINAGE MAINTENANCE							
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	2	2	2	2	
Public Works Maintenance Worker	2911	36	4	4	4	4	
Sub-Total:			8	8	8	8	
GRAND TOTAL DRAINAGE UTILITY FUND:			8	8	8	8	0.0
SPECIAL REVENUE FUNDS							
PARK PERFORMANCE FUND							
Recreation Assistant	1605	36	0	1	1	1	
Sub-Total:			0	1	1	1	
CRIME CONTROL & PREVENTION DISTRICT FUND							
Police Sergeant	3004	GS73	2	2	2	2	
Police Corporal	3005	GS66	1	0	0	0	
Police Officer	3007	GS62	2	2	2	2	
Public Safety Dispatcher	3102	43	0	0	0	0	
Sub-Total:			5	4	4	4	

CITY OF HALTOM CITY

STAFFING SUMMARY

FUND DEPARTMENT OR DIVISION Classification	CLASS	RANGE	NUMBER OF EMPLOYEES				CHANGE
			<i>FISCAL YEAR</i>				
			12	13	14	15	

ECONOMIC DEVELOPMENT FUND							
Business Development Coordinator	1201	58	1	1	1	1	
Community Project Coordinator	1202	47	1	1	1	1	
GIS Analyst	1303	60	0	1	1	1	
Parks Crewleader	1701	47	1	1	1	1	
Senior Landscaper	1704	40	1	1	1	1	
Park Maintenance Worker	1706	36	1	1	1	1	
Irrigation Technician	1707	36	0	1	1	1	
Sub-Total:			5	7	7	7	

GRAND TOTAL SPECIAL REVENUE FUNDS:	10	12	12	12	0.0
---	-----------	-----------	-----------	-----------	------------

GRAND TOTAL ALL FUNDS:	293.0	285.0	282.0	286.0	4.0
-------------------------------	--------------	--------------	--------------	--------------	------------

**CITY OF HALTOM CITY
FY 2015 SALARY PLAN**

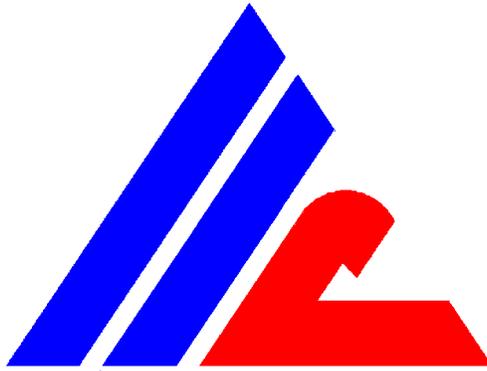
Class Code	Occupational Job Families and Job Classes	Salary Range	Minimum	Midpoint	Maximum	FLSA
1000	Executive Group					
1001 *	City Manager	100	\$131,342	\$164,177	\$197,013	E
1002	Assistant City Manager	94	\$113,256	\$141,570	\$169,884	E
1100	City Secretary Group					
1110 *	City Secretary	74	\$69,117	\$86,396	\$103,675	E
1120	Assistant City Secretary	40	\$29,852	\$37,315	\$44,778	NE
1200	General Administration Group					
1201 *	Business Development Coordinator	58	\$46,559	\$58,198	\$69,838	E
1202	Community Project Coordinator	47	\$35,484	\$44,356	\$53,227	NE
1203	Web Administrator / Media Technician	53	\$41,151	\$51,439	\$61,727	NE
1300	Information Technology Group					
1301	Director of Information Technology	85	\$90,687	\$113,359	\$136,031	E
1302 *	Computer Services Technician	53	\$41,151	\$51,439	\$61,727	NE
1303	GIS Analyst	60	\$48,916	\$61,145	\$73,374	NE
1304	Network Administrator	60	\$48,916	\$61,145	\$73,374	NE
1400	Human Resources Group					
1401 *	Director of Human Resources & Risk Management	85	\$90,687	\$113,359	\$136,031	E
1402	Human Resources Generalist	59	\$47,723	\$59,653	\$71,584	E
1403 *	Human Resources Coordinator	55	\$43,234	\$54,043	\$64,852	NE
1500	Library Group					
1501 *	Director of Library Services	77	\$74,431	\$93,039	\$111,647	E
1502	Assistant Library Services Director	67	\$58,145	\$72,682	\$87,218	E
1503	Senior Librarian	60	\$48,916	\$61,145	\$73,374	E
1504 *	Librarian	54	\$42,180	\$52,725	\$63,270	E
1505	Library Acquisitions Specialist	46	\$34,619	\$43,274	\$51,928	NE
1506 *	Library Clerk	34	\$25,741	\$32,176	\$38,612	NE
1507	Senior Library Clerk	38	\$28,413	\$35,517	\$42,620	NE
1600	Parks & Recreation Group					
1601 *	Director of Parks & Recreation	85	\$90,687	\$113,359	\$136,031	E
1602 *	Recreation Supervisor	54	\$42,180	\$52,725	\$63,270	E
1603	Senior Center Supervisor	58	\$46,559	\$58,198	\$69,838	E
1604	Senior Recreation Assistant	41	\$30,598	\$38,248	\$45,897	NE
1605 *	Recreation Assistant	36	\$27,044	\$33,805	\$40,566	NE
1700	Parks Maintenance Group					
1701 *	Parks Crewleader	47	\$35,484	\$44,356	\$53,227	NE
1703	Irrigation Specialist	40	\$29,852	\$37,315	\$44,778	NE
1704	Senior Landscaper	40	\$29,852	\$37,315	\$44,778	NE
1706	Park Maintenance Worker	36	\$27,044	\$33,805	\$40,566	NE
1707	Irrigation Technician	36	\$27,044	\$33,805	\$40,566	NE
1800	Planning & Inspections Group					
1801 *	Director of Planning & Community Development	85	\$90,687	\$113,359	\$136,031	E
1802	Assistant Director of Planning / Building Official	70	\$62,616	\$78,270	\$93,924	E
1803	Project Manager	57	\$45,423	\$56,779	\$68,135	E
1804 *	Building Inspector	57	\$45,423	\$56,779	\$68,135	NE
1805 *	Code Enforcement Officer	50	\$38,213	\$47,766	\$57,319	NE
1806	Permit Technician	39	\$29,124	\$36,405	\$43,686	NE

**CITY OF HALTOM CITY
FY 2015 SALARY PLAN**

Class Code	Occupational Job Families and Job Classes	Salary Range	Minimum	Midpoint	Maximum	FLSA
1900	Fleet Services Group					
1901 *	Fleet Services Manager	65	\$55,344	\$69,180	\$83,016	E
1902	Senior Auto Mechanic	50	\$38,213	\$47,766	\$57,319	NE
1903	Fleet Services Coordinator	45	\$33,775	\$42,218	\$50,662	NE
1904 *	Auto Mechanic	44	\$32,951	\$41,189	\$49,426	NE
1905	Fleet Service Worker	34	\$25,741	\$32,176	\$38,612	NE
2000	Administrative Support Group					
2001 *	Executive Assistant	47	\$35,484	\$44,356	\$53,227	NE
2002	Administrative Assistant	43	\$32,147	\$40,184	\$48,221	NE
2003 *	Administrative Secretary	41	\$30,598	\$38,248	\$45,897	NE
2004	Secretary	33	\$25,113	\$31,392	\$37,670	NE
2100	Finance Management Group					
2101 *	Director of Finance	86	\$92,954	\$116,193	\$139,431	E
2102	Assistant Director of Finance / Controller	70	\$62,616	\$78,270	\$93,924	E
2200	Budget & Accounting Group					
2201 *	Budget Analyst / Accountant	59	\$47,723	\$59,653	\$71,584	E
2202	Account Technician	43	\$32,147	\$40,184	\$48,221	NE
2300	Water Utility Billing Group					
2301 *	Utility Billing Manager	61	\$50,139	\$62,673	\$75,208	E
2302	Supervisor of Water Department	51	\$39,168	\$48,960	\$58,752	E
2304 *	Customer Service Representative	37	\$27,720	\$34,651	\$41,581	NE
2305 *	Water Meter Reader	35	\$26,385	\$32,981	\$39,577	NE
2400	Purchasing Group					
2401 *	Purchasing Agent	61	\$50,139	\$62,673	\$75,208	NE
2500	Court Group					
2502 *	Court Clerk / Court Administrator	61	\$50,139	\$62,673	\$75,208	E
2503	Deputy Court Clerk / Court Coordinator	43	\$32,147	\$40,184	\$48,221	NE
2504	Deputy Court Clerk / Court Collections Specialist	41	\$30,598	\$38,248	\$45,897	NE
2505	Deputy Court Clerk / Warrant Clerk	41	\$30,598	\$38,248	\$45,897	NE
2506 *	Deputy Court Clerk	37	\$27,720	\$34,651	\$41,581	NE
2507	Deputy Court Clerk / Juvenile Case Manager	37	\$27,720	\$34,651	\$41,581	NE
2508	Marshal	57	\$45,423	\$56,779	\$68,135	NE
2600	Public Works Management Group					
2601 *	Director of Public Works	86	\$92,954	\$116,193	\$139,431	E
2602	Assistant Public Works Director / City Engineer	77	\$74,431	\$93,039	\$111,647	E
2700	Public Works Administrative Group					
2701 *	Environmental Services Coordinator	54	\$42,180	\$52,725	\$63,270	NE
2702	Public Works Dispatch Clerk	36	\$27,044	\$33,805	\$40,566	NE
2800	Engineering Group					
2801	Database Administrator	53	\$41,151	\$51,439	\$61,727	NE
2802	Engineer	67	\$58,145	\$72,682	\$87,218	E
2803	Construction Inspector	50	\$38,213	\$47,766	\$57,319	NE

**CITY OF HALTOM CITY
FY 2015 SALARY PLAN**

Class Code	Occupational Job Families and Job Classes	Salary Range	Minimum	Midpoint	Maximum	FLSA
2900	Public Works Operations Group					
2901 *	Street Maintenance Supervisor	62	\$51,392	\$64,240	\$77,088	NE
2902	Water Production & Building Maintenance Supervis	62	\$51,392	\$64,240	\$77,088	NE
2903 *	Utilities Construction Supervisor	62	\$51,392	\$64,240	\$77,088	NE
2904	Water / Sewer Maintenance Supervisor	62	\$51,392	\$64,240	\$77,088	NE
2905	Public Works Crewleader	48	\$36,372	\$45,464	\$54,557	NE
2906	Senior Equipment Operator	43	\$32,147	\$40,184	\$48,221	NE
2907 *	Water Production Operator	41	\$30,598	\$38,248	\$45,897	NE
2908	Building Maintenance Mechanic	41	\$30,598	\$38,248	\$45,897	NE
2909	Sign Technician	40	\$29,852	\$37,315	\$44,778	NE
2910 *	Equipment Operator	40	\$29,852	\$37,315	\$44,778	NE
2911	Public Works Maintenance Worker	36	\$27,044	\$33,805	\$40,566	NE
3000	Police Sworn Group					
3001 *	Police Chief	87	\$95,278	\$119,098	\$142,917	E
3003 *	Police Lieutenant	GS77	\$79,731		\$85,861	NE
3004 *	Police Sergeant	GS73	\$72,232		\$77,786	NE
3005	Police Corporal	GS66	\$63,843		\$70,470	NE
3007 *	Police Officer	GS62	\$52,399		\$62,286	NE
3100	Police Support Services Group					
3104	Community Services Assistant / Administrative Sec	43	\$32,147	\$40,184	\$48,221	NE
3105 *	Crime Scene and Property Technician	50	\$38,213	\$47,766	\$57,319	NE
3200	Police Records Group					
3202 *	Police Records Clerk	37	\$27,720	\$34,651	\$41,581	NE
3300	Animal Services Group					
3301 *	Animal Services Supervisor	55	\$43,234	\$54,043	\$64,852	NE
3303 *	Animal Services Officer	43	\$32,147	\$40,184	\$48,221	NE
3304	Kennel Attendant	37	\$27,720	\$34,651	\$41,581	NE
3400	Fire Group					
3401 *	Fire Chief	87	\$95,278	\$119,098	\$142,917	E
3402	Deputy Fire Chief - Operations	79	\$78,199	\$97,749	\$117,299	E
3403	Deputy Fire Chief - Services	79	\$78,199	\$97,749	\$117,299	E
3406 *	Emergency Management Coordinator	73	\$67,431	\$84,289	\$101,146	NE
3404	Fire Captain	GS77	\$79,731		\$85,861	NE
3405 *	Fire Lieutenant	GS73	\$72,232		\$77,786	NE
3407	Firefighter / Driver	GS66	\$63,843		\$70,470	NE
3408 *	Firefighter	GS62	\$52,399		\$62,286	NE
3409	Fire Inspector	50	\$38,213	\$47,766	\$57,319	NE



A Place to Call Home



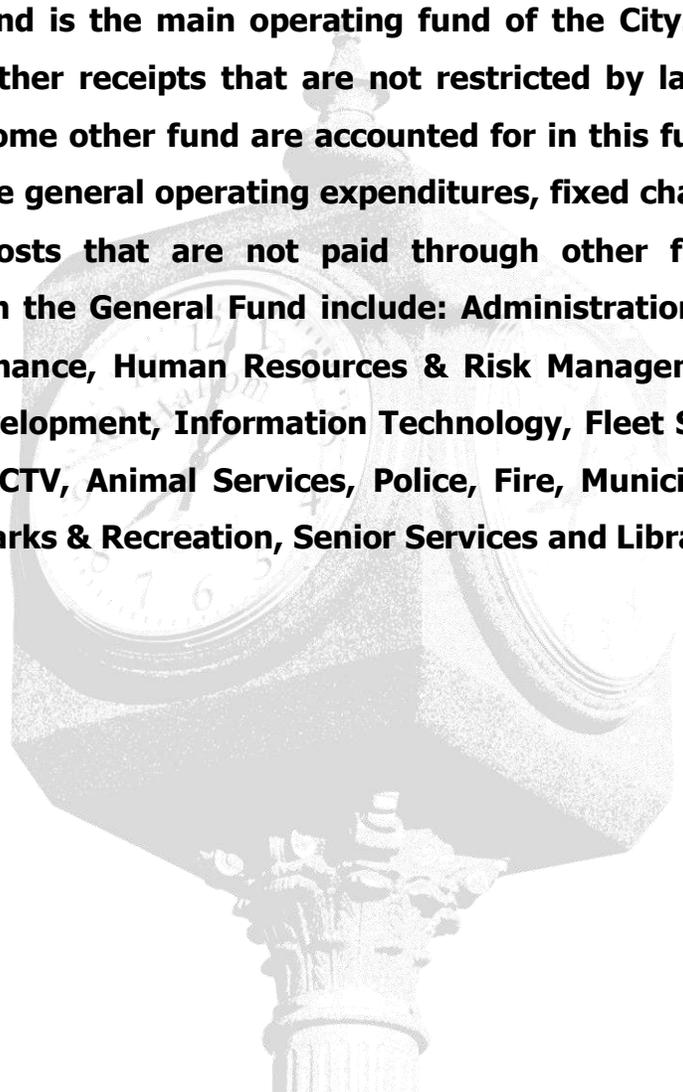
HALTOM CITY

TEXAS

Annual Budget 2015

GENERAL FUND

The General Fund is the main 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 the general operating expenditures, fixed charges, and capital improvement costs that are not paid through other funds. Activities accounted for in the General Fund include: Administration, City Secretary, City Council, Finance, Human Resources & Risk Management, Planning & Community Development, Information Technology, Fleet Services, Building Maintenance, HCTV, Animal Services, Police, Fire, Municipal Court, Street Maintenance, Parks & Recreation, Senior Services and Library.



GENERAL FUND BUDGET SUMMARY
--

FUND 01

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$6,800,578	\$5,815,955	\$6,886,634	\$6,198,548
<u>Receipts:</u>				
Property Taxes	7,322,009	7,710,023	7,727,389	8,075,980
Sales Taxes	5,524,775	5,861,700	5,773,330	6,051,990
Other Taxes	13,059	14,300	15,326	15,310
Franchise Fees	3,977,397	4,000,173	3,928,117	3,941,050
Licenses/Permits/Fees	402,429	452,429	422,730	599,790
Intergvmt Revenues	233,288	156,618	154,720	154,730
Charges For Service	1,411,324	1,641,749	1,521,748	1,554,845
Fines and Fees	1,861,489	1,779,470	1,541,735	1,548,985
Interest Income	36,332	28,900	50,000	35,000
Miscellaneous Revenues	234,702	129,938	138,836	140,100
Interfund Transfers	676,161	729,845	729,750	1,430,005
Total Receipts	21,692,965	22,505,145	22,003,681	23,547,785
Funds Available	28,493,543	28,321,100	28,890,315	29,746,333
<u>Deductions:</u>				
Administration	539,301	544,987	546,403	544,781
City Secretary	178,338	206,208	210,577	206,355
City Council	21,773	18,807	20,095	18,672
Finance	621,752	616,697	600,192	585,866
Human Resources	397,303	415,476	418,713	430,427
Planning & Community Development	192,140	175,669	166,160	223,375
Inspections	345,598	444,849	377,503	452,896
Information Technology	368,652	379,557	428,357	418,740
Fleet Services	571,056	525,302	595,663	523,635
Facilities Services	341,345	299,243	300,569	348,552
HCTV	69,627	77,560	75,437	77,064
Animal Services	310,288	341,489	314,692	347,339
Police	7,545,281	7,784,783	7,681,488	7,953,633
Fire	5,376,673	5,651,225	5,850,572	5,818,589
Municipal Court	494,856	539,095	514,145	537,419
Marshal's Office	49,207	132,272	96,074	117,541
Street & Drainage	887,433	909,408	872,712	894,817
Parks & Recreation	871,415	980,506	970,240	991,522
Library	1,118,993	1,191,334	1,181,077	1,180,925
Non-Departmental and Transfers	1,305,878	1,405,782	1,471,098	2,562,477
Total Deductions	21,606,909	22,640,249	22,691,767	24,234,625
ANNUAL SURPLUS / (DEFICIT)	86,056	(135,104)	(688,086)	(686,840)
Fund Balance, Ending	\$6,886,634	\$5,680,851	\$6,198,548	\$5,511,708

**GENERAL FUND
BUDGET SUMMARY**

FUND 01

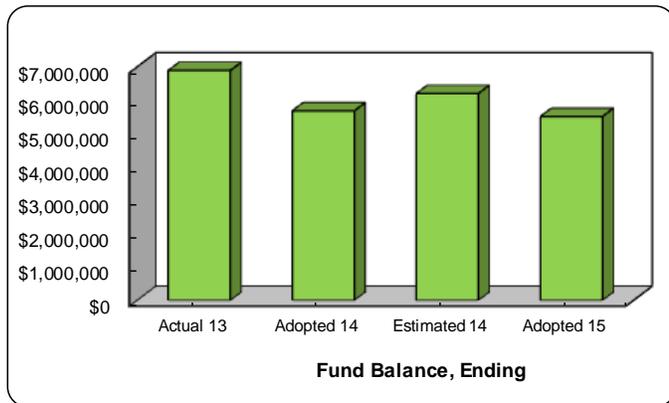
	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
--	---------------------------	----------------------------	------------------------------	----------------------------

FUND BALANCE BREAKDOWN

Ending Fund Balance	\$6,886,634	\$5,680,851	\$6,198,548	\$5,511,708
Reserved for encumbrances	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Unreserved Fund Balance	\$6,886,634	\$5,680,851	\$6,198,548	\$5,511,708
Reserve Policy is 20% of Expenditures	<u>\$4,313,985</u>	<u>\$4,528,050</u>	<u>\$4,538,353</u>	<u>\$4,846,925</u>
Amount over (under) Reserve Policy	<u>\$2,572,649</u>	<u>\$1,152,801</u>	<u>\$1,660,195</u>	<u>\$664,783</u>
% of Total Deductions (Expenditures less transfers)	31.9%	25.1%	27.3%	22.7%

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 another fund are accounted for in this fund. The General Fund records the general operating expenditures, the fixed charges and the capital improvement costs that are not paid through other funds. Activities include: Administration, City Secretary, Finance, Police, Fire, Street Maintenance, Animal Control, Library, Human Resources, Municipal Court and Park Maintenance.

Maintaining a fund balance equal to 20% of annual expenditures is a fiscal policy adopted by the Council in 2002 and is at a level

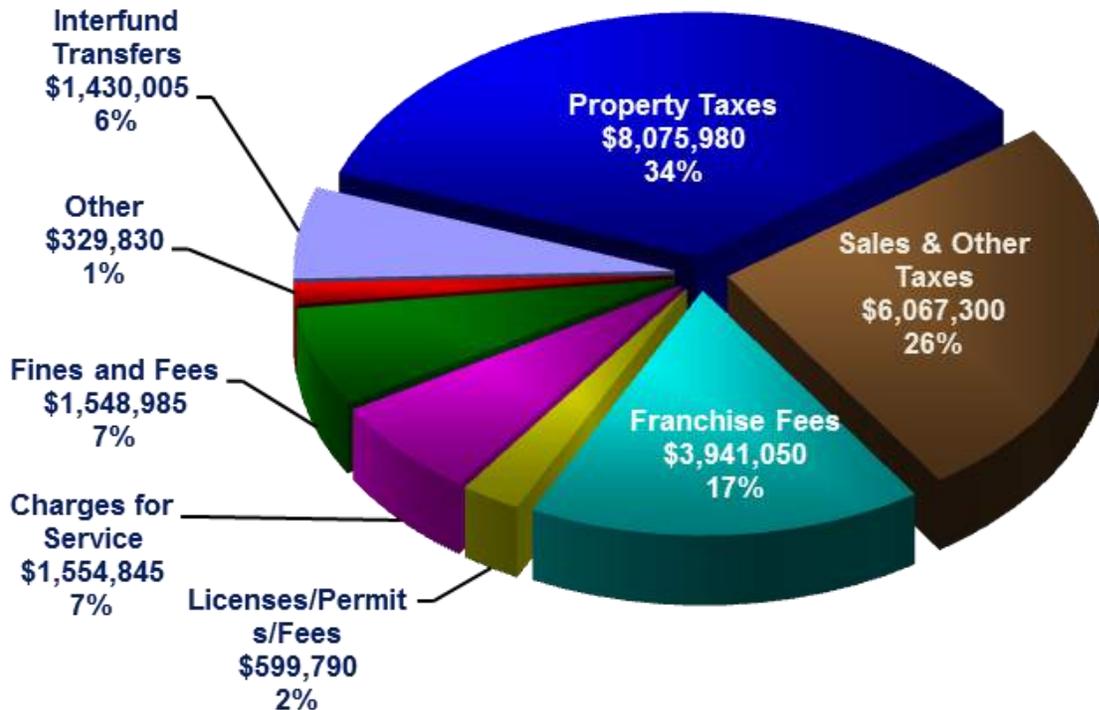


GENERAL FUND Funding Sources Fiscal Year 2015

General Fund revenues and transfers are projected to be \$23,547,785 for FY2015 which is \$1,544,104 or 7% higher than FY2014. The major increases are inter-fund transfers, and higher receipts in property tax and sales tax.

Over 77% of the revenues supporting General Fund operations come from three sources. They are property taxes, sales taxes and franchise fees. Each of the major source will be discussed separately.

FY 2015 General Fund Revenues \$23,547,785



Property Taxes

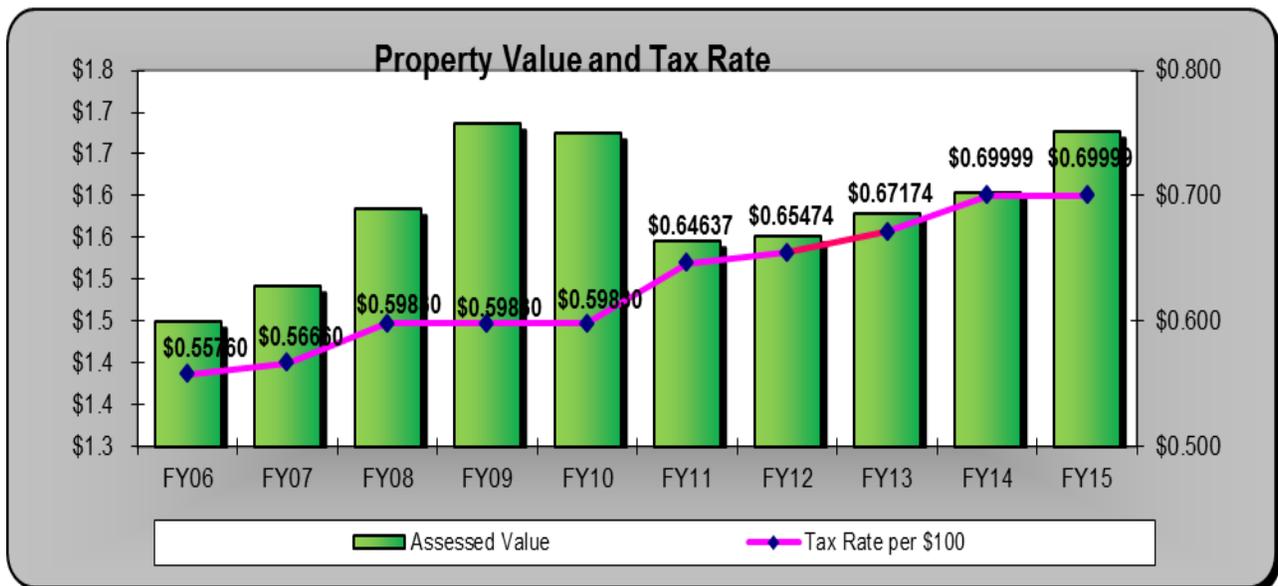
The single largest source of revenues used to finance public services is the property tax. Included in this source are current period property tax collections, prior period (delinquent) property tax collections, payments in-lieu of taxes and penalties and interest earned upon delinquent taxes.

The current period property taxes receivable is determined by applying the City Council approved tax rate to the net taxable value of real and personal property in Haltom City. Net taxable value is determined by reducing the gross value of all property by properties exempt from taxation by law. The taxable value is further reduced by homeowner exemptions such as the homestead (10% of gross value), the over 65-value exemption (up to \$50,000) and value exemptions for disabled persons. The net taxable value of property in Haltom City for FY2015 is \$1,676,480,896. Listed below are the net taxable values for the past ten years and the corresponding tax levy.

Fiscal Year	Assessed Value	Tax Rate	Tax Levy
2006	\$1,448,905,803	\$0.557600	\$8,079,099
2007	\$1,491,544,995	\$0.566600	\$8,451,094
2008	\$1,584,553,514	\$0.598300	\$9,480,384
2009	\$1,686,899,435	\$0.598300	\$10,092,719
2010	\$1,675,131,495	\$0.598300	\$10,107,363
2011	\$1,546,710,633	\$0.646371	\$9,974,890
2012	\$1,550,879,645	\$0.651740	\$10,107,703
2013	\$1,579,547,177	\$0.671740	\$10,610,450
2014	\$1,604,185,615	\$0.699990	\$11,212,833
2015	\$1,676,480,896	\$0.699990	\$11,756,198

For FY2015 the tax rate approved by the City Council is \$0.69999 for each \$100 of net taxable value. Of this rate \$0.22 is dedicated for the annual payment of principal and interest due on outstanding bonded debt. The remaining \$0.47999 is dedicated to general fund operations. The anticipated levy for General Fund operations is estimated to be \$8,075,980.

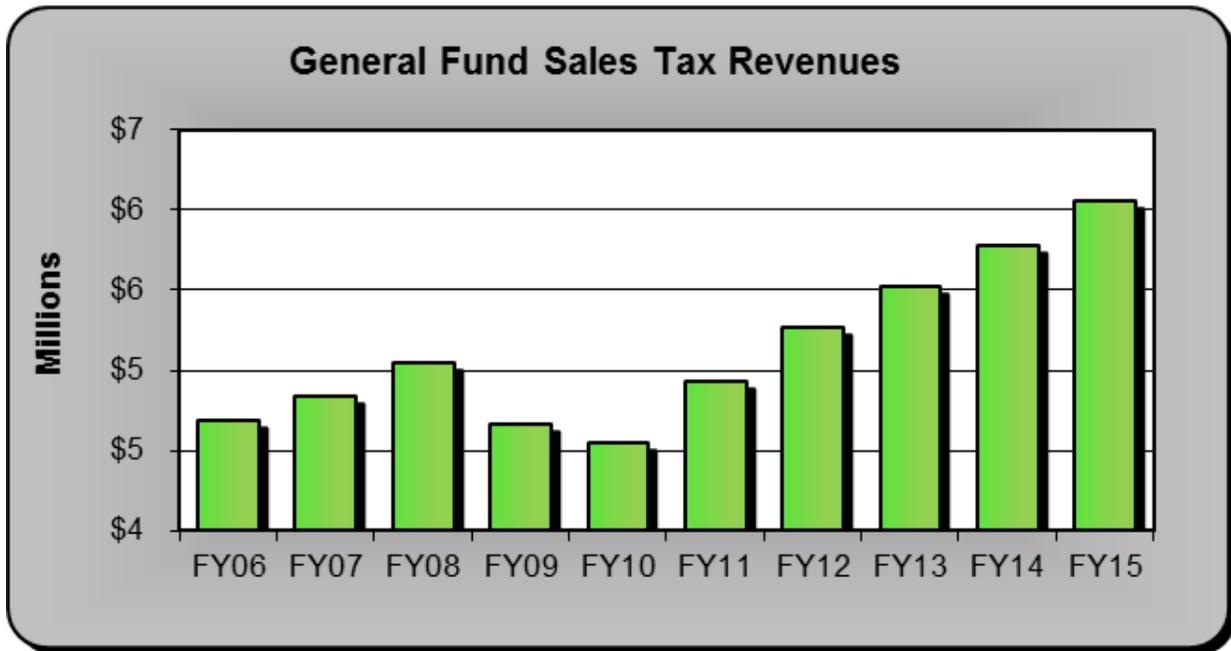
Growth in taxable property values has averaged 1.9% over the past 10 years. However, much of the growth occurred before FY2010. Since that time growth has slowed from an average of 3.8% between FY2004 and FY2010 to a net decrease of 4.7%. The slow growth in assessed value has contributed to the increase in the tax rate illustrated in the chart below.



Sales Tax

The second largest source of financing for the General Fund is a local option 1% sales tax. The City also levies another 1% on eligible sales for other purposes (economic development, crime prevention, street reconstruction) that will be addressed in discussion of the primary sources of revenues for other funds.

Sales taxes collected for the General Fund are projected to be \$6,051,990 in FY2015. This projection is about 4.8% more than the FY2014 estimate. Collections for the past ten fiscal years are illustrated below.

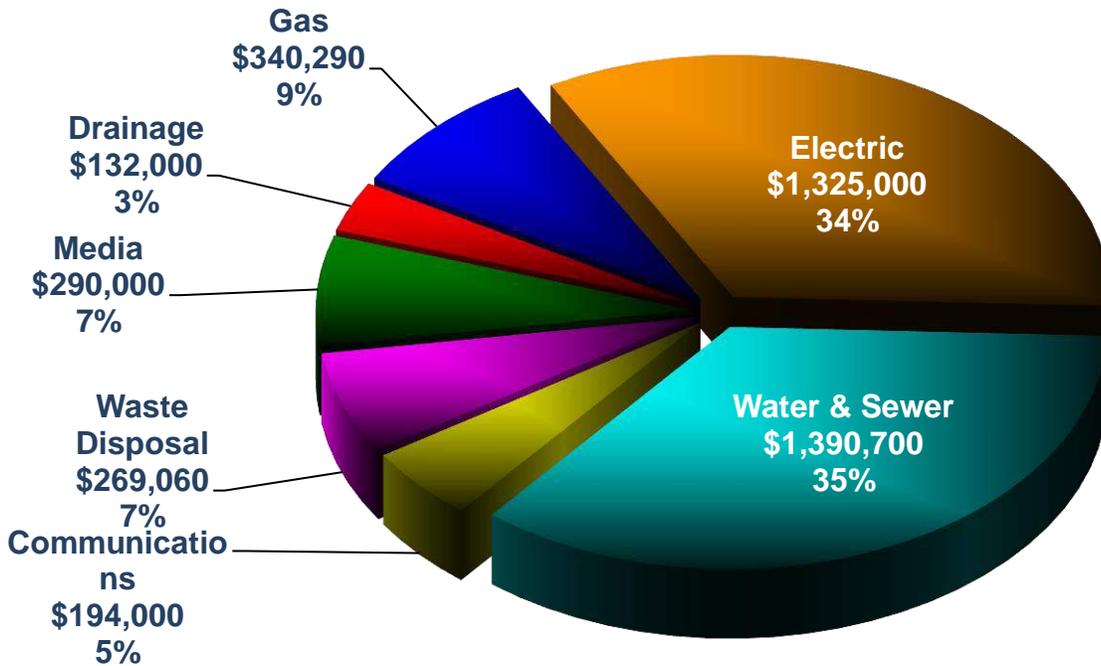


Franchise Fees

Franchise fees are also known as right-of-way rentals. These are fees received from local utilities for the usage of the City-owned streets, land, and easements. A percent of fees are collected from the gas utility, cable utility, refuse collection utility and City-owned water, sewer and drainage utilities revenues. Fees received from the electric utility and telecommunications industry are based upon a fixed fee charged upon a usage factor.

The chart below illustrates the share of the \$3,941,050 projected to be realized from each utility in FY2015:

Franchise Revenues By Source



Franchise collections realized over the past ten years are as below. The dollar values are reported in thousands of dollars.

Fiscal Year	Franchise Fees	Variance	% Change
2006	3,739	262	8%
2007	3,872	133	4%
2008	3,881	9	0%
2009	3,887	6	0%
2010	3,934	47	1%
2011	4,016	82	2%
2012	4,058	42	1%
2013	3,977	-81	-2%
2014	3,928	-49	-1%
2015	3,941	13	0%

For much of the past ten (10) years growth in franchise taxes has been modest. The increase in 2006 was primarily due to the settlement of a rate case between the City and Oncor Electric. Subsequently, the Public Utility Commission of Texas (PUCT) overturned the settlement, contributing to the FY2009 shortfall. The City, with other cities, sued the PUCT and won back the terms of the settlement. The result of the settlement is that there was a settlement

payment from Oncor that represents much the increase realized in FY2011. Since 2011 growth has been limited to payments from the City's own utilities.

Going forward, growth in franchise fees will be limited. Growth in Haltom City will be limited at best and several of the franchise agreements (electric, gas, telecom) are driven by commodity factors rather than revenue factors. Rate increases by these utilities have no impact upon the franchise fees collected for the City. Only the Cable, Water and Sewer, Drainage and Refuse collection contracts are driven by revenue factors and grow with rate increases.

Charges for Service

Charges for service for FY2015 amount to \$1,554,845 and represent 7% of overall General Fund revenues. The biggest portion of the charges for service involves charges between funds for administrative and other services.

Facilities Maintenance fees and Fleet Services fees are charges to other operating funds for services rendered by General Fund Departments. Prior to the implementation of GASB 34, these operations would have been budgeted and reported as Internal Service Funds.

Administrative Services include: Administration, City Council, Finance, Human Resources, Information Technology and other operations budgeted and reported in the General Fund. These services are provided city-wide and the costs are allocated between funds based upon the utilization of the service.

Fines and Fees

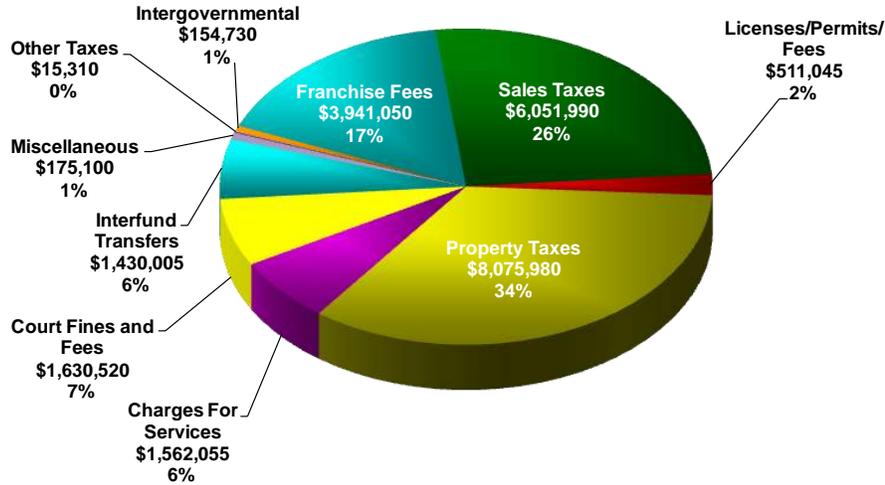
The City manages a Municipal Court responsible primarily for class C misdemeanors and municipal ordinance violations. The collection activities of the Municipal Court are expected to generate \$1,548,985 in FY2015. Estimated collections for FY2014 were \$1,541,735.

Licenses and Permits

Fees are collected from customers for services rendered by the City and for regulatory purposes. For FY2015, fees for permits and inspection services are projected to be \$599,790. This is an increase of \$151,137 (42%) from the \$422,730 for FY2014. The expected increase in revenue is from building permits and multi-family inspections.

Building permits include the cost of a building permit and electrical, plumbing, air conditioning permits required for new construction or remodeling. Contractors, electricians and other tradesmen must obtain professional licenses in order to perform work in the City. Regulatory fees are collected for alarms, garage sales, vendors selling alcohol and special events.

**GENERAL FUND
FUNDING SOURCES
FISCAL YEAR 2015**



Total Funding	\$23,547,785
----------------------	---------------------

	<u>Adopted FY 2014</u>	<u>Adopted FY 2015</u>	<u>% Change</u>
Property Taxes	7,710,023	8,075,980	4.7%
Sales Taxes	5,861,700	6,051,990	3.2%
Other Taxes	14,300	15,310	7.1%
Franchise Fees	4,000,173	3,941,050	-1.5%
Licenses/Permits/ Fees	354,094	511,045	44.3%
Charges For Services	1,651,631	1,562,055	-5.4%
Court Fines and Fees	1,867,923	1,630,520	-12.7%
Intergovernmental	156,618	154,730	-1.2%
Interfund Transfers	729,845	1,430,005	95.9%
Miscellaneous	158,838	175,100	10.2%
Total General Fund	<u><u>\$22,505,145</u></u>	<u><u>\$23,547,785</u></u>	<u><u>4.6%</u></u>

**GENERAL FUND
FUNDING SOURCES
FISCAL YEAR 2015**

The General Fund is supported by a variety of sources.

The major categories are as follows:

Property Taxes: The largest source of general fund revenue to the City is the property tax levy on real and personal property.

Sales Taxes: This revenue consists of the 1% local share of the sales tax.

Franchise Fees: These revenues consist of payment for street rental charges from various utilities or services operating in the City.

Other Taxes: These revenues consist of the bingo tax and mixed beverage tax revenues.

Licenses & Permits: These revenues consist of the payment of charges for the issuance of a license or permit to operate or provide a service within the City.

Charges for Services: These revenues are derived from user fees and charges in return for a specific service provided by the city.

Court Fees & Fines: Revenue derived from class C misdemeanor cases heard in the municipal court and warrants.

Intergovernmental: These are revenues derived from other governmental entities in the form of grants.

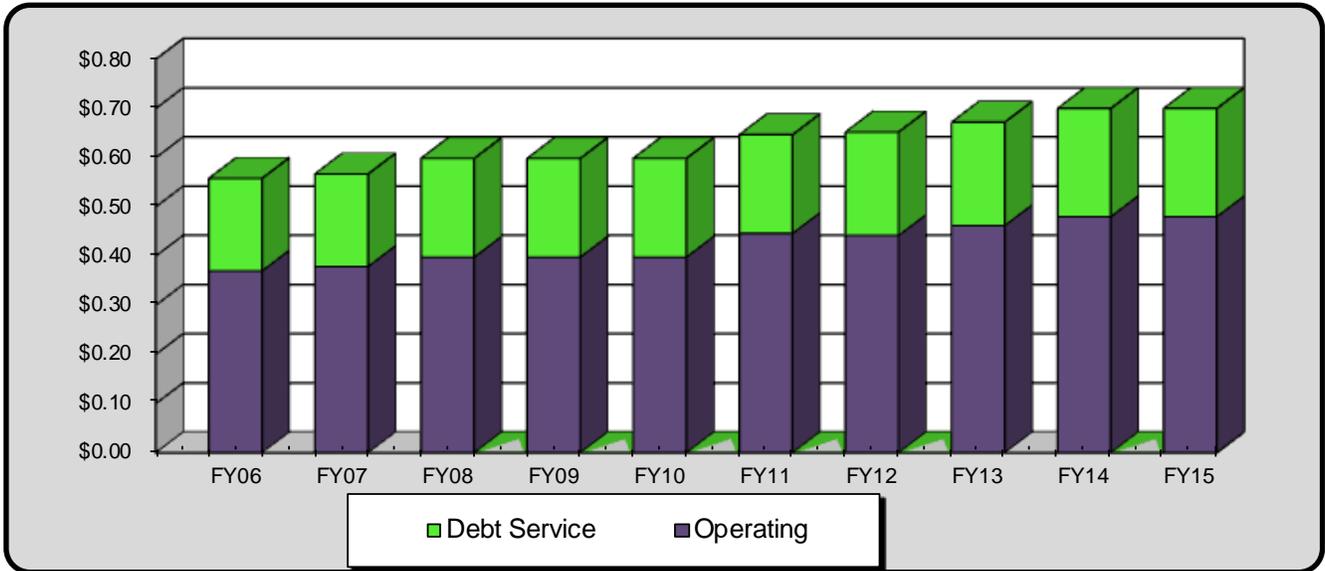
Interfund Transfers: These revenues are derived from other funds in payment for services performed by the general fund.

Miscellaneous: Consists of various miscellaneous revenue sources.

**CITY OF HALTOM CITY
GENERAL FUND
2015 ADOPTED BUDGET**

	ACTUAL FY 2013	ADOPTED FY 2014	PROJECTED FY 2014	ADOPTED FY 2015	VARIANCE FROM FY 14 ADOPTED
RECEIPTS					
PROPERTY TAXES					
Current Taxes	7,107,222	7,111,066	7,507,430	7,845,770	734,704
Payment in Lieu of Taxes	7,190	98,520	7,190	7,310	(91,210)
Delinquent Taxes	107,346	101,270	103,035	115,500	14,230
Penalty & Interest	100,251	7,190	92,368	107,400	100,210
Total Property Taxes	<u>7,322,009</u>	<u>7,318,046</u>	<u>7,710,023</u>	<u>8,075,980</u>	<u>757,934</u>
SALES TAXES	<u>5,524,775</u>	<u>5,528,226</u>	<u>5,861,700</u>	<u>6,051,990</u>	<u>523,764</u>
OTHER TAXES					
Bingo Tax	1,151	2,302	2,400	2,700	(398)
Mixed Beverage Tax	11,908	11,214	11,900	12,610	(1,396)
Total Other Taxes	<u>13,059</u>	<u>13,516</u>	<u>14,300</u>	<u>15,310</u>	<u>(1,794)</u>
FRANCHISE FEES					
Gas Franchise	300,420	260,590	265,020	340,290	(79,700)
Electric Franchise	1,346,870	1,346,870	1,396,770	1,325,000	21,870
W & S Franchise	1,390,200	1,390,200	1,389,668	1,390,700	(500)
Communications Franchise	196,054	236,150	240,165	194,000	42,150
Waste Disposal Franchise	262,716	233,974	237,250	269,060	(35,086)
Media Franchise	353,937	343,800	343,800	290,000	53,800
Drainage Franchise	127,200	127,200	127,500	132,000	(4,800)
Total Franchise Fees	<u>3,977,397</u>	<u>3,938,784</u>	<u>4,000,173</u>	<u>3,941,050</u>	<u>(2,266)</u>
LICENSES/PERMITS/FEES	<u>440,681</u>	<u>435,813</u>	<u>475,193</u>	<u>626,330</u>	<u>190,517</u>
CHARGES FOR SERVICE	<u>1,405,799</u>	<u>1,605,269</u>	<u>1,651,631</u>	<u>1,562,055</u>	<u>(43,214)</u>
COURT FEES AND FINES	<u>1,828,999</u>	<u>1,767,418</u>	<u>1,746,824</u>	<u>1,515,235</u>	<u>(252,183)</u>
INTERGOVERNMENTAL REVENUES	<u>229,404</u>	<u>178,683</u>	<u>156,618</u>	<u>154,730</u>	<u>(23,953)</u>
INTEREST INCOME	<u>36,332</u>	<u>25,927</u>	<u>28,900</u>	<u>35,000</u>	<u>9,073</u>
MISCELLANEOUS REVENUES	<u>234,702</u>	<u>128,825</u>	<u>129,938</u>	<u>140,100</u>	<u>11,275</u>
INTERFUND TRANSFERS	<u>676,161</u>	<u>716,016</u>	<u>729,845</u>	<u>1,430,005</u>	<u>713,989</u>
TOTAL RECEIPTS	<u>\$ 21,689,319</u>	<u>\$ 21,656,523</u>	<u>\$ 22,505,145</u>	<u>\$ 23,547,785</u>	<u>\$ 1,883,142</u>

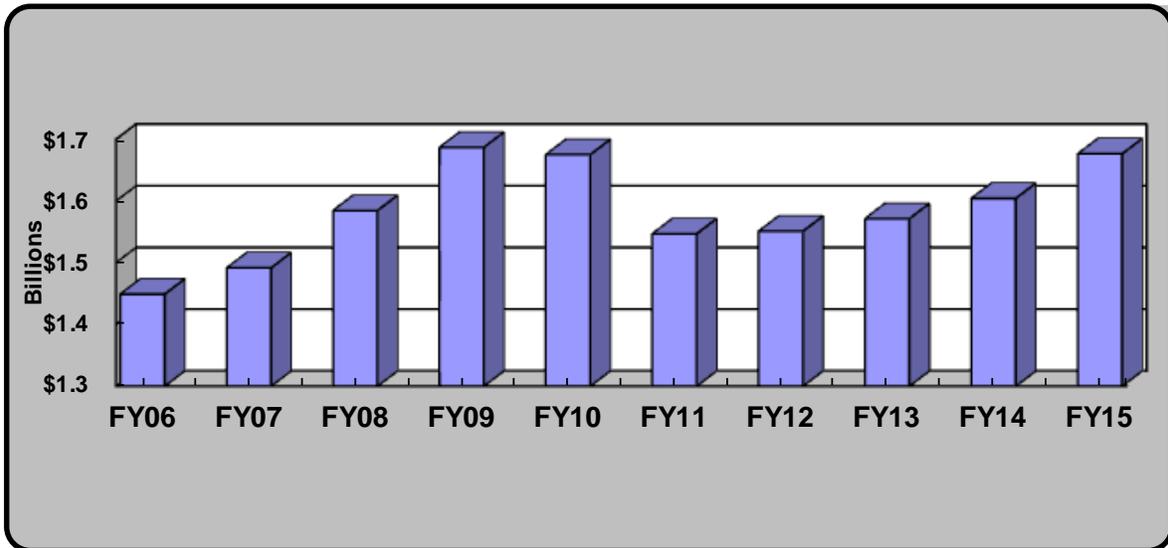
**TEN YEAR TAX RATE TRENDS
FOCUSING ON THE OPERATING AND DEBT PORTIONS**



Tax Rate in Cents per \$100 of Property Value

<u>FISCAL YEAR</u>	<u>OPERATING PORTION</u>	<u>DEBT PORTION</u>	<u>TOTAL TAX RATE</u>	<u>PERCENT</u>	
				<u>OPERATING PORTION</u>	<u>DEBT PORTION</u>
2006	\$0.36960	\$0.18800	\$0.55760	66.3%	33.7%
2007	\$0.37860	\$0.18800	\$0.56660	66.8%	33.2%
2008	\$0.39780	\$0.20050	\$0.59830	66.5%	33.5%
2009	\$0.39780	\$0.20050	\$0.59830	66.5%	33.5%
2010	\$0.39780	\$0.20050	\$0.59830	66.5%	33.5%
2011	\$0.44587	\$0.20050	\$0.64637	69.0%	31.0%
2012	\$0.44174	\$0.21000	\$0.65174	67.8%	32.2%
2013	\$0.46174	\$0.21000	\$0.67174	68.7%	31.3%
2014	\$0.47999	\$0.22000	\$0.69999	68.6%	31.4%
2015	\$0.47999	\$0.22000	\$0.69999	68.6%	31.4%

TEN YEAR PROPERTY VALUATION HISTORY



<u>FISCAL YEAR</u>	<u>ASSESSED VALUATION</u>	<u>PERCENT CHANGE</u>
2006	\$1,448,905,803	3.1%
2007	\$1,491,544,995	2.9%
2008	\$1,584,553,514	6.2%
2009	\$1,686,899,435	6.5%
2010	\$1,675,131,495	-0.7%
2011	\$1,546,710,633	-7.7%
2012	\$1,550,879,645	0.3%
2013	\$1,571,303,817	1.3%
2014	\$1,604,185,615	2.1%
2015	\$1,676,480,896	4.5%

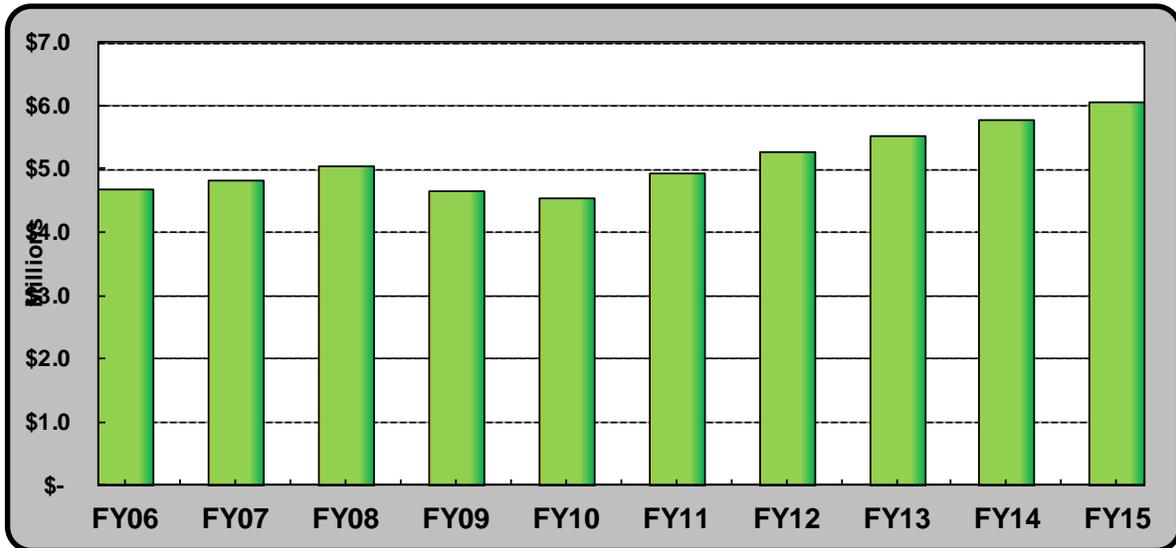
Assessed valuation uses "Net Taxable Value" + "Estimated Minimum Taxable Value of Properties Under Protest" as of the July 25th Appraisal Roll Valuation Summary from the Tarrant Appraisal District.

**CITY OF HALTOM CITY, TEXAS
PRINCIPAL TAXPAYERS
September 30, 2014**

Taxpayer	Type of Business	Tax Year 2014 Net Assessed Valuation (A)	Percent of Total Valuation
The Hillshire Brands Company	Food Products	\$ 41,466,670	2.47%
Chesapeake Operating	Oil/Gas	30,910,610	1.84%
HWM Beach LLC	Apartments	30,248,000	1.80%
Hidden/820 LLC	Apartments	22,823,000	1.36%
Protea Amesbury Court	Apartments	21,200,000	1.26%
Fossil/820 LLC	Food Products	20,900,000	1.25%
Oncor Electric Delivery	Electric/Utility	13,738,153	0.82%
Alliance PJWE LP	Apartments	13,250,000	0.79%
Fossil Hill LTD	Apartments	11,900,000	0.71%
Spring Lake Apartments	Apartments	11,000,000	0.66%
		<u>\$ 217,436,433</u>	<u>13.51%</u>

Source: (A) Tarrant Appraisal District October 2014 Valuation Summaries

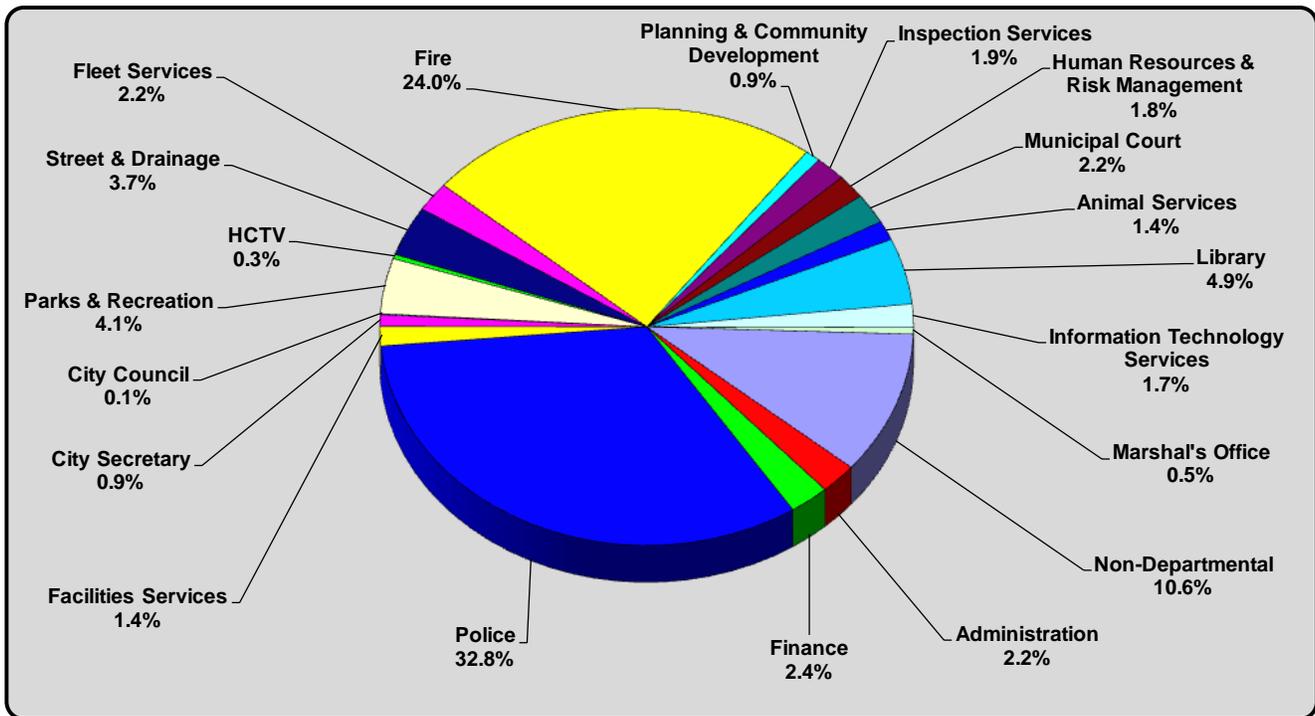
GENERAL FUND TEN YEAR SALES TAX HISTORY



FISCAL YEAR	TOTAL COLLECTIONS	PERCENT CHANGE
2006	\$4,681,441	10.6%
2007	\$4,833,331	3.2%
2008	\$5,046,859	4.4%
2009	\$4,648,778	-7.9%
2010	\$4,537,238	-2.4%
2011	\$4,927,301	8.6%
2012	\$5,265,627	6.9%
2013	\$5,528,226	5.0%
2014	\$5,773,330	4.4%
2015	\$6,051,990	4.8%

Note: Above schedule reflects only the 1% local option sales tax dedicated to General Fund operations.

**GENERAL FUND
EXPENDITURES BY FUNCTION
FISCAL YEAR 2015**



Total Expenditures \$24,234,625

	<u>Estimated 2014</u>	<u>Adopted FY 2015</u>	<u>% Change</u>
Administration	546,403	544,781	-0.3%
City Secretary	210,577	206,355	-2.0%
City Council	20,095	18,672	-7.1%
Finance	600,192	585,866	-2.4%
Human Resources & Risk Management	418,713	430,427	2.8%
Planning & Community Development	166,160	223,375	34.4%
Inspection Services	377,503	452,896	20.0%
Information Technology Services	428,357	418,740	-2.2%
Fleet Services	595,663	523,635	-12.1%
Facilities Services	300,569	348,552	16.0%
HCTV	75,437	77,064	2.2%
Animal Services	314,692	347,339	10.4%
Police	7,681,488	7,953,633	3.5%
Fire	5,850,572	5,818,589	-0.5%
Municipal Court	514,145	537,419	4.5%
Marshall's Office	96,074	117,541	22.3%
Street & Drainage	872,712	894,817	2.5%
Parks & Recreation	970,240	991,522	2.2%
Library	1,181,077	1,180,925	0.0%
Non-Departmental	1,471,098	2,562,477	74.2%
Total Expenditures	<u>\$22,691,767</u>	<u>\$24,234,625</u>	<u>6.8%</u>

**GENERAL FUND
EXPENDITURES BY FUNCTION
FISCAL YEAR 2015**

The General Fund supports a wide variety of governmental services.

The major categories are as follows:

Administration: Monitors the daily operations of city services and implements City Council policies.

City Secretary: Provides support to the council for records management, preparation of official city documents, and conducts the cities elections.

Human Resources: Maintains personnel/payroll records, administers civil service policies, and supports other departments for testing and hiring of personnel.

Planning & Inspections: Oversees the administrative compliance of property development with the city's zoning ordinances and provides code enforcement and building inspections.

Finance: This department provides accounting and fiscal planning support.

Police: The largest expenditure source in this fund is police protection services. This department is responsible for education, investigation, and enforcement of public safety.

Fire: This department provides fire suppression, arson investigation, safety education, fire code enforcement, building safety inspection, and emergency management planning services.

Street & Drainage: Responsible for the repair of city streets and rights-of-way.

Library: Provides public access to both educational and recreational materials.

Fleet Services: Provides repair, maintenance, fuel service for the City's motor vehicles.

Building Maintenance: Responsible for the timely repair of the City's facilities and internal equipment, including plumbing, air conditioning, electrical and carpentry work.

Public Information: Informs the public about City-sponsored events and issues through the publication of newsletters, fliers, newspaper articles, press releases, video productions and information posted on the City's website.

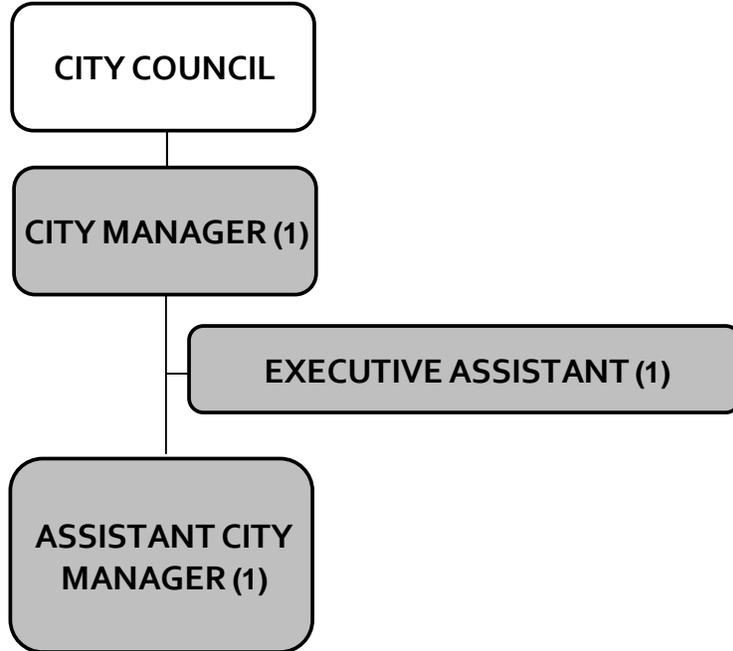
Municipal Court: Provides the administrative support for the processing of legal actions related to the enforcement of traffic laws, code compliance, and other class C misdemeanor offenses.

Parks & Recreation: Tasked with providing appropriate recreational programs and facilities to all residents. Maintains the landscaping and structures of the park system.

Non-Departmental: Contains expenditures that are not generally attributable to any particular department, such as: insurance, utilities, and workers compensation.

**GENERAL FUND (01)
- ADMINISTRATION -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	G	NUMBER				
			OF				
<u>Department or Division</u>	L	R	EMPLOYEES				
			<i>FISCAL YEAR</i>				
Administration	A	A	12	13	14	15	
City Manager	1001	100	1	1	1	1	
Assistant City Manager	1002	94	1	1	1	1	
Executive Assistant	2001	47	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	
			TOTALS:	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>

**GENERAL FUND (01)
- ADMINISTRATION -**

BUDGET SUMMARY & DIVISION NARRATIVE

	ACTUAL FY2013	ADOPTED FY2014	ESTIMATED FY2014	ADOPTED FY2015
Personnel Services	\$ 528,739	\$ 534,108	\$ 535,574	\$ 533,902
Operations	10,562	10,879	10,829	10,879
Capital	-	-	-	-
TOTALS:	\$ 539,301	\$ 544,987	\$ 546,403	\$ 544,781

Mission Statement

The mission of the Administration Department is to effectively execute City Council policies, programs, and directives; and to conduct City operations in an efficient, responsible and highly accountable manner.

Description

The Administration Department provides centralized coordination and evaluation of all of the City's various departments. This department prepares and submits to the City Council a balanced plan of municipal services in adherence to the policies established by the City Council while employing the managerial techniques needed to assure efficient and effective utilization of the City's resources.

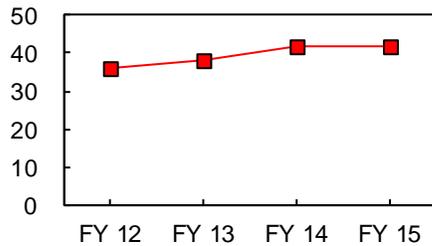
Goals and Objectives

- Pursue all objectives/priorities as directed by the City Council.
- Continue to maintain and improve all City Operations while seeking enhanced methods of utilizing resources.
- Continue to achieve reserve capacities in all funds as established in the City's Fund Balance Policies.
- Foster relations with other local government agencies.
- Pursue aggressive economic development activities so as to grow and strengthen the Haltom City local economy.
- Complete all current infrastructure/facility projects and develop additional projects for the future.
- Continue and improve quality of life activities and programs for the benefit of our citizens.
- Emphasize high quality customer service and effective communications with all citizens.

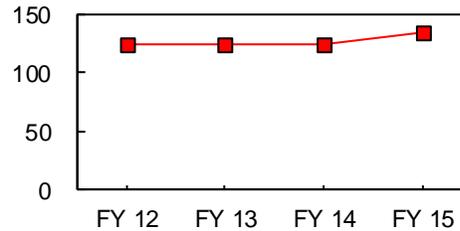
GENERAL FUND (01) - ADMINISTRATION -

PERFORMANCE MEASURES

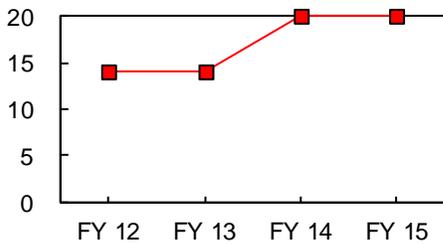
<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of meetings/workshops held - City Council and Boards/Commissions	36	38	42	42
2. Number of capital projects in process	14	14	20	20
3. Number of local, regional, state, and national meetings/conferences attended	125	125	125	135
4. Number of citizen and departmental issues resolved	90	90	92	95



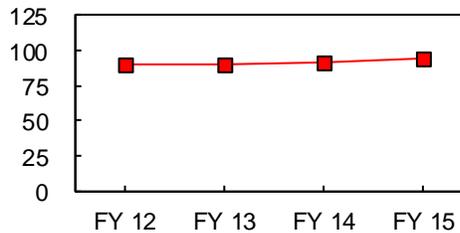
1. Number of meetings/workshops held - City Council and Boards/Commissions



3. Number of local, regional, state, and national meetings/conferences attended



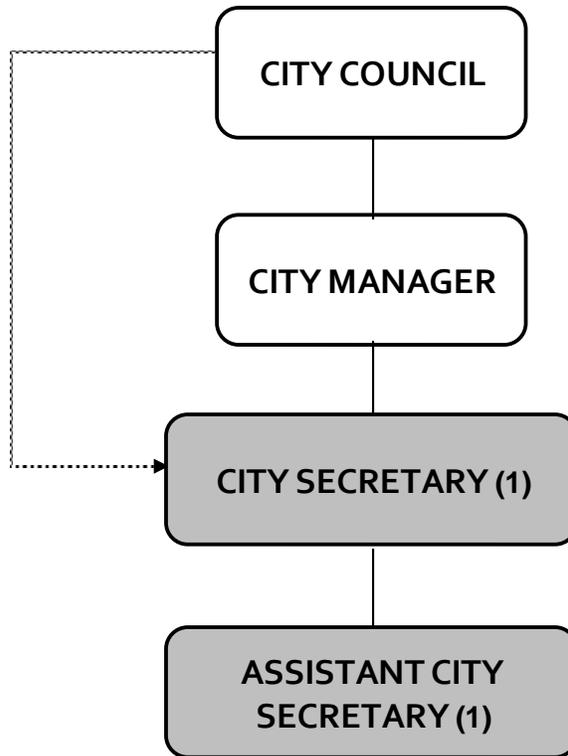
2. Number of capital projects in process



4. Number of citizen and departmental issues resolved

**GENERAL FUND (01)
- CITY SECRETARY -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	G	NUMBER OF EMPLOYEES				
			<i>FISCAL YEAR</i>				
<u>Department or Division</u>	A	A	12	13	14	15	
General	L	R					
City Secretary	S	D					
	S	E					
City Secretary	1110	74	1	1	1	1	
Assistant City Secretary	1120	40	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	
			TOTALS:	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>

**GENERAL FUND (01)
- CITY SECRETARY -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 154,192	\$ 164,733	\$ 169,102	\$ 170,020
Operations	24,146	41,475	41,475	36,335
Capital	-	-	-	-
TOTALS:	<u><u>\$ 178,338</u></u>	<u><u>\$ 206,208</u></u>	<u><u>\$ 210,577</u></u>	<u><u>\$ 206,355</u></u>

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.

Description

The City Secretary's Office is responsible for providing service in a manner that merits the highest degree of public confidence in providing information to the City Council, City staff, general public, candidates, voters, and the media in order to promote a work environment that leads to compliance with all laws and better decision-making. We apply creativity and innovation to the organizational structure and in the delivery of public services.

The City Secretary's Office supports, facilitates and strengthens the City of Haltom City governmental process by recording all laws, resolutions, and ordinances approved by the City Council, preparing City Council agendas and giving notice of such meetings, countersigning or notarizing, as applicable, all contracts, commissions, and licenses, providing public information according to state guidelines, providing continuity for Haltom City government by recording its legislative actions, both contemporary and archival, and serving as historian for the City, safeguarding and enriching the municipal election and records management processes, and assisting the City Council in fulfilling its duties and responsibilities.

Goals and Objectives

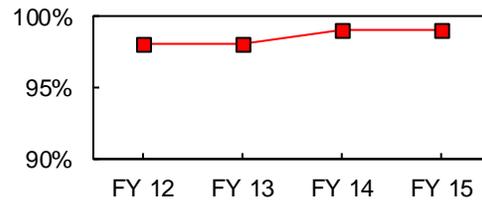
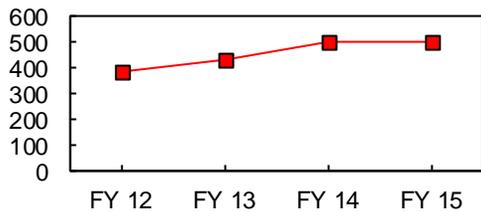
The goals and objectives of the City Secretary's Office provide the following quality services for Haltom City:

- Answer public information requests within the legal time requirement - preferably within 48 hours.
- Post agendas for public meetings within the legal time requirement on both the bulletin board and website.
- Maintain ordinances & resolutions, including posting to city website upon approval within three working days.
- Administer City General and Special Elections.
- Provide publication of legal notices.
- Provide vendor and alcohol permits.
- Oversee a records management program for the City that provides for the identification, maintenance, retention, security, electronic storage, disposition, and preservation of City records.
- Administer oaths to elected or appointed officials.
- Attest contracts, assessments certificates, and other legal instruments when executed by the authorized officers of the City of Haltom City.
- Provide proclamations from the Mayor's Office.
- Provide agenda packet and other requested information in useful form for Council Members.
- Maintain Texas Municipal Clerk Certification with City Secretary Department through required training.
- Provide current public information on city website pertaining to citizen's welfare.
- Publish and post approved Minutes on the city website within three working days.
- Provide available information and assistance to other departments in performing municipal duties.
- Maintain an office of integrity for the confidence of the citizens, Council, and coworkers.
- Provide a Notary Public office service for citizens and staff.
- Perform such other duties as may be required by the City Charter, the City Council, or state law.
- Provide Council with TML educational information to increase knowledge and develop municipal strategies.
- Provide positive input derived from other city clerks in increasing productivity in municipal work.
- In duties performed with the EDC, provide ample assistance for the economic development coordinator.
- Promote a positive image of Haltom City while attending various functions from area and local groups.
- Participate in functions from local entities that enhance the character and spirit of Haltom City.

GENERAL FUND (01) - CITY SECRETARY - PERFORMANCE MEASURES

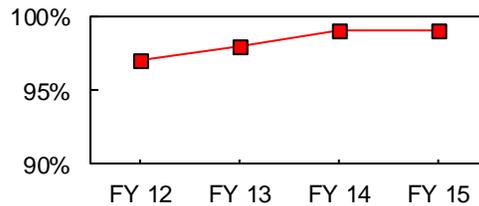
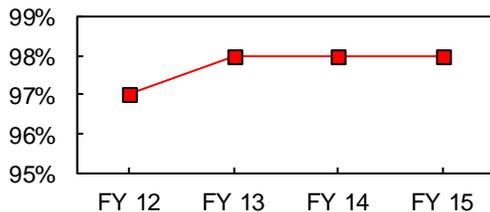
<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of open records requests processed	384	432	500	500
2. % of citizen inquiries responded to within 24 hours	97%	98%	98%	98%
3. % of documents completed, signed, and scanned within 48 hours of council approval	98%	98%	99%	99%
4. % of council meeting minutes transcribed within 72 hours following council meeting	97%	98%	99%	99%
5. % of alcohol permits processed within 24 hours of receiving approval from Planning	100%	100%	100%	100%
6. % of Council agendas posted to the website as legally required	99%	100%	100%	100%
7. % of agendas available to citizens within legally required timeframe	99%	100%	100%	100%
8. Number of notarizations performed for citizens and staff	144	172	170	175
9. No. of boxed records destroyed according to retention schedule	155	182	170	175

The first four performance measures are charted below.



1. Number of open records requests processed

3. % of documents completed, signed, and scanned within 48 hours of council approval



2. % of citizen inquiries responded to within 24 hours

4. % of council meeting minutes transcribed within 72 hours

**GENERAL FUND (01)
- CITY COUNCIL -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL 2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 2,236	\$ 2,700	\$ 2,700	\$ 2,640
Operations	19,537	16,107	17,395	16,032
Capital				
TOTALS:	<u><u>\$ 21,773</u></u>	<u><u>\$ 18,807</u></u>	<u><u>\$ 20,095</u></u>	<u><u>\$ 18,672</u></u>

Mission Statement

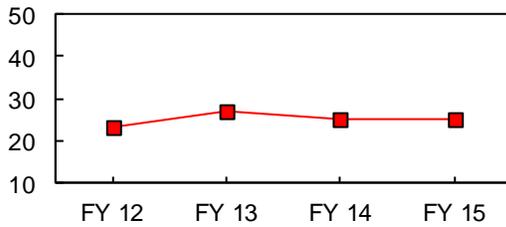
The City Council shall faithfully discharge all duties imposed upon it by the City Charter, the Constitution and the laws of the State of Texas, independently and impartially, deciding all matters brought before them in a responsive, capable and efficient manner to all citizens and to each other.

GENERAL FUND (01) - CITY COUNCIL -

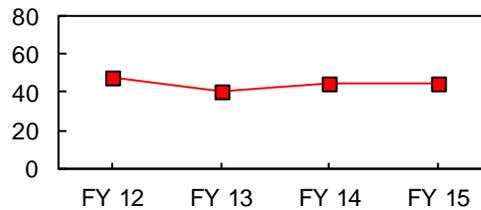
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of ordinances passed	23	27	25	25
2. Number of resolutions passed	29	27	22	23
3. Number of memo/resolutions processed	48	40	44	44
4. Percentage of Council attendance at conferences & training	88%	75%	75%	75%
5. Meeting attendance rate	95%	96%	96%	96%
6. Number of council meetings called	29	31	30	35

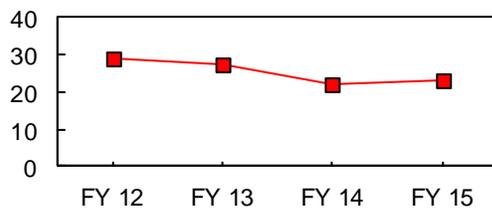
The first four performance measures are charted below.



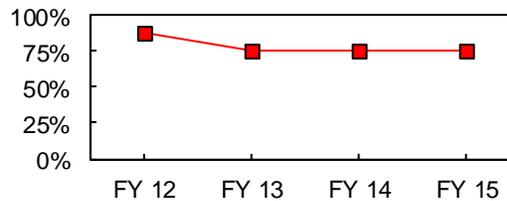
1. Number of ordinances passed



3. Number of memo/resolutions processed



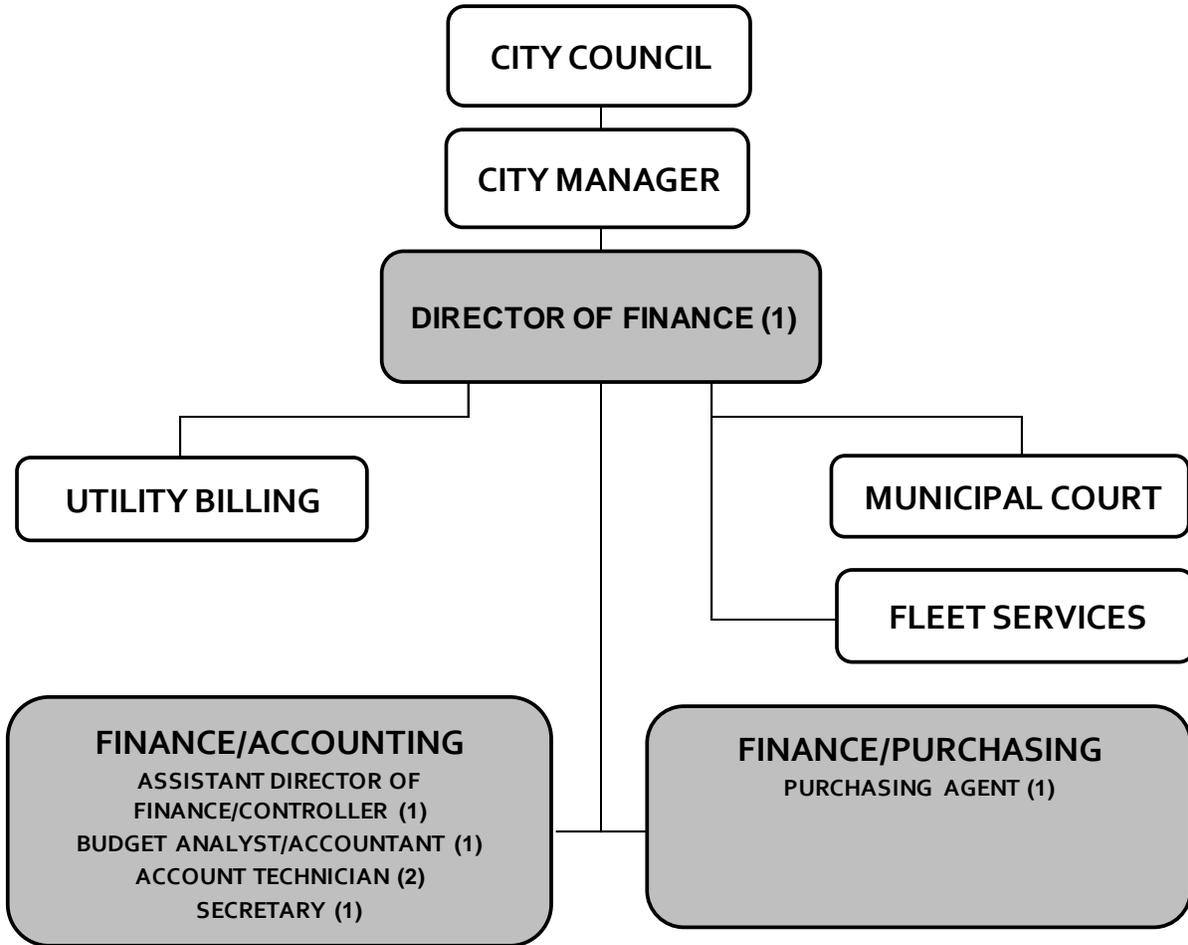
2. Number of resolutions passed



4. Percentage of Council attendance at conferences & training

**GENERAL FUND (01)
- FINANCE -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	G	NUMBER OF EMPLOYEES			
			<u>FISCAL YEAR</u>			
<u>Department or Division</u>	A	A	12	13	14	15
General	L	R				
Finance	S	D				
	S	E				
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	59	1	1	1	1
Account Technician	2202	43	2	2	2	2
Secretary	2004	33	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
	TOTALS:		<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>

**GENERAL FUND (01)
- FINANCE -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 577,331	\$ 576,067	\$ 559,562	\$ 586,882
Operations	44,421	40,630	40,630	40,630
Capital	-	-	-	-
TOTALS:	<u><u>\$ 621,752</u></u>	<u><u>\$ 616,697</u></u>	<u><u>\$ 600,192</u></u>	<u><u>\$ 585,866</u></u>

Mission Statement

To maintain the credibility of the City's financial position through professional management of investments and stewardship of City resources, while providing the citizens of the community, the City staff, and other interested parties with a reliable source of timely financial information.

Description

Finance has general responsibility for the financial administration of the City. Finance provides accounting control over the finances of the City, collects and disburses all City funds, invests idle funds until needed, and manages the City's debt service obligations. This responsibility is accomplished through enforcement of the City's Financial Policies, the Governmental Accounting Standards Board (GASB), and Generally Accepted Accounting Principles (GAAP). The Utility Billing, Municipal Court, and Accounting divisions are housed under the Finance Department umbrella; however, each division maintains a separate Summary page in which its Mission Statement, Description, and Goals and Objectives are discussed.

Goals and Objectives

- Review and administration of financial plans essential to fiscal success of Tax Increment Reinvestment Zones and other planned development.
- Create financial plan and arrange lowest cost financing to facilitate the development of the municipal complex.
- Lead efforts to develop incentives and financial plans that make Haltom City property more attractive and valuable.
- Promote policies and financial practices that make Haltom City debt attractive to investors, reducing financing costs and protecting the City's AA3 bond rating.
- Develop a prospectus that provides accurate guidance of the costs and benefits of a public transit system for the City.
- Merge information from divergent sources with financial planning tools to create an overarching vision for Haltom City.

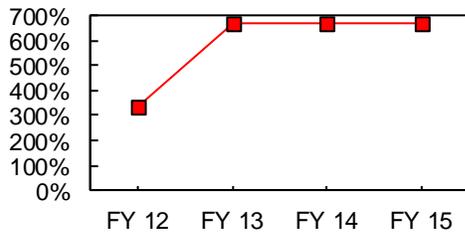
GENERAL FUND (01)

- FINANCE -

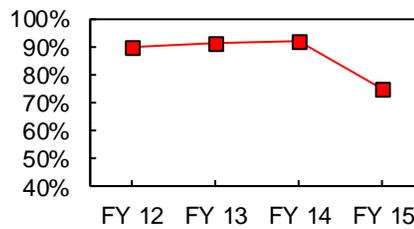
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. % yield on City investments exceeds benchmark	335%	667%	667%	667%
2. Average number of business days to close month end	10.2	10.1	10.0	10.0
3. % of R & E reports distributed within 10 days of month end*	90%	91%	92%	75%
4. Average number of days to process invoices in A/P office	2.5	2.5	2.5	2.5
6. Average number of days to process A/P check after paperwork is received in accounting	5.5	5.0	5.0	5.0
7. % of miscellaneous accounts receivables collected without use of private collection agencies	91%	91%	92%	93%
8. Number of GFOA Awards Received	2	2	2	2

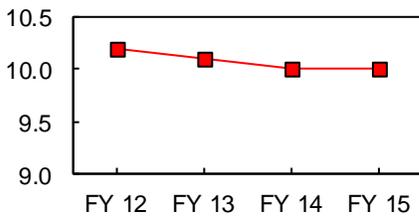
The first four performance measures are charted below .



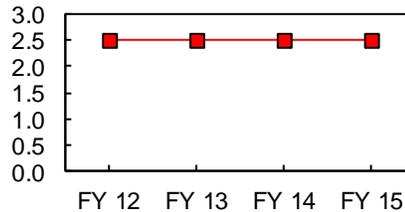
1. % yield on City investments exceeds benchmark



3. % of R & E reports distributed within 10 days of month end*



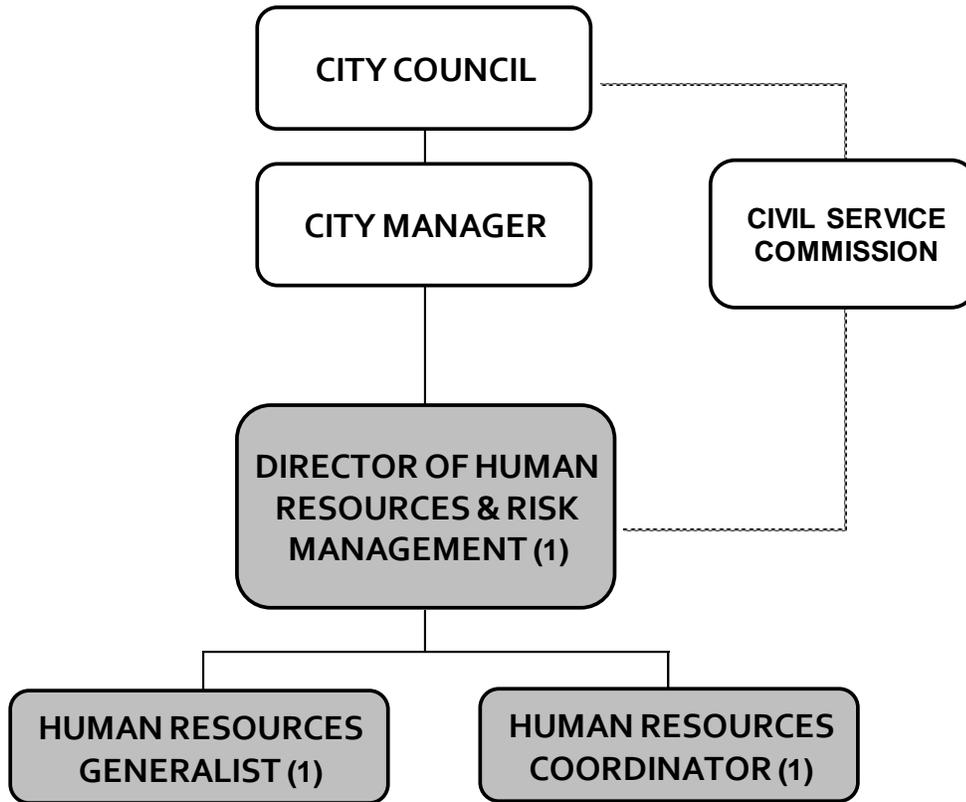
2. Average number of business days to close month end



4. Average number of days to process invoices in A/P office

* Due to staff turnover, monthly financials will be distributed late.

GENERAL FUND (01)
- HUMAN RESOURCES & RISK MANAGEMENT -
ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	G	NUMBER OF EMPLOYEES			
			<u>FISCAL YEAR</u>			
<u>Department or Division</u>	A	A	12	13	14	15
General	L	R				
Human Resources & Risk Management	S	D				
	S	E				
Director of Human Resources & Risk Mgmt.	1401	85	1	1	1	1
Human Resources Generalist	1402	59	1	1	1	1
Human Resources Coordinator	1403	55	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
	TOTALS:		<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>

GENERAL FUND (01)
- HUMAN RESOURCES & RISK MANAGEMENT -
BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 292,863	\$ 300,371	\$ 303,608	\$ 305,322
Operations	104,440	115,105	115,105	125,105
Capital	-	-	-	-
TOTALS:	<u><u>\$ 397,303</u></u>	<u><u>\$ 415,476</u></u>	<u><u>\$ 418,713</u></u>	<u><u>\$ 430,427</u></u>

Mission Statement

The Human Resources Department is responsible for developing, implementing and administering programs and services that enable the City to recruit and retain a highly qualified workforce.

Description

Human Resources is responsible for the selection, recruitment and retention of employees; benefits administration; classification and compensation; employee relations; drug testing program; organizational development; payroll management; legal compliance with state and federal human resource and risk management laws and regulations; property, casualty, and employee benefit insurance procurement; property and liability claims management; and decisions regarding risk avoidance, risk retention, risk financing and/or risk transfer.

Goals and Objectives

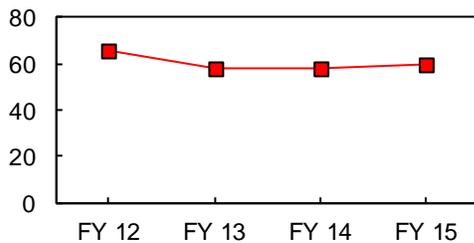
- Recruit and retain qualified individuals to support operations within the City.
- Provide training, development and education to promote individual success and increase overall value to the organization.
- Develop and maintain a compensation strategy that reflects the City's goals ensuring that employees are classified and compensated in an appropriate manner.
- Inspire and encourage a high level of employee morale through recognition, effective communication and feedback.
- Obtain the most cost-effective and comprehensive group insurance, supplemental employee insurance products, property and casualty insurance products and bonds available.
- Provide resources for administering benefits, policies and procedures.
- Provide and promote a safe workplace combining best practices in the area of risk management in order to protect the City's physical, financial, and human assets from destruction, loss or injury.
- Manage liability claims in a timely and cost effectively manner to limit exposure and reduce cost.
- Review contracts for appropriate indemnity and insurance provisions.
- Assist departments with safety and loss control training and education.

GENERAL FUND (01) - HUMAN RESOURCES & RISK MANAGEMENT -

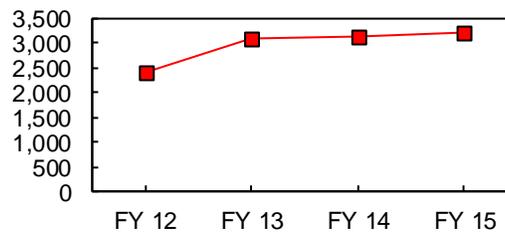
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of position vacancies/postings	66	58	58	60
2. Percentage of employees receiving internal training	60%	100%	75%	100%
3. Number of applications processed	2,400	3,074	3,132	3,200
4. HR processes evaluated for efficiency/effectiveness	1	1	2	1
5. Number of HR policy/program updates	1	0	4	3

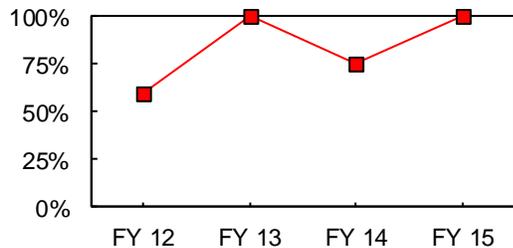
The first four performance measures are charted below.



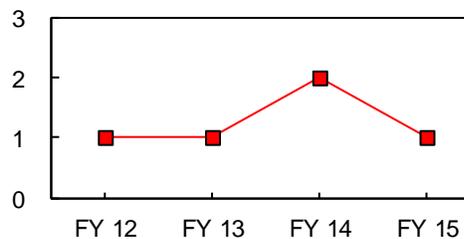
1. Number of position vacancies/postings



3. Number of applications processed

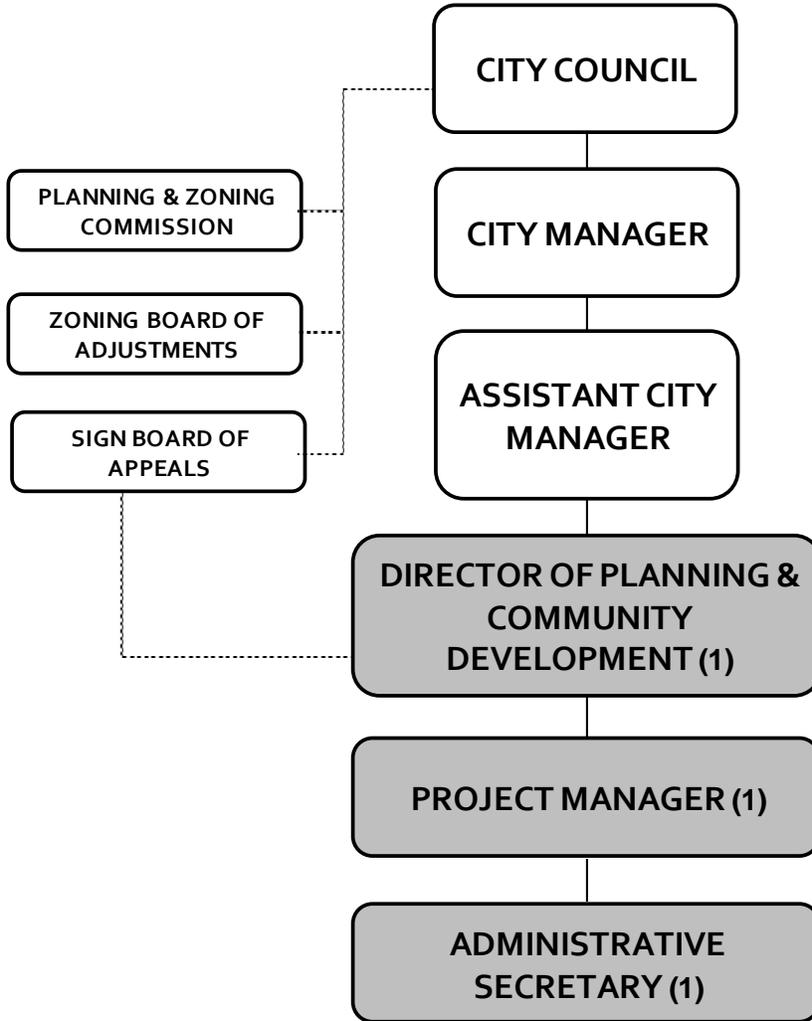


2. Percentage of employees receiving internal training



4. HR processes evaluated for efficiency/effectiveness

GENERAL FUND (01)
- PLANNING & COMMUNITY DEVELOPMENT -
ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	G	NUMBER OF EMPLOYEES			
			12	13	14	15
<u>Department or Division</u>	A	A	<i>FISCAL YEAR</i>			
Planning & Community Development	S	D	12	13	14	15
Director of Planning & Community Dev.	1801	85	1	1	1	1
Project Manager	1803	57	0	0	1	1
Administrative Secretary	2003	41	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
TOTALS:			<u>2</u>	<u>2</u>	<u>3</u>	<u>3</u>

GENERAL FUND (01)
- PLANNING & COMMUNITY DEVELOPMENT -
BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 186,591	\$ 170,125	\$ 160,616	\$ 217,831
Operations	5,549	5,544	5,544	5,544
Capital	-	-	-	-
TOTALS:	<u><u>\$ 192,140</u></u>	<u><u>\$ 175,669</u></u>	<u><u>\$ 166,160</u></u>	<u><u>\$ 223,375</u></u>

Mission Statement

To provide quality services to all members of the community by providing planning assistance in the City's land use development, and to assist in preparation, maintenance, coordination, and administration of the City's ordinances, policies and plans.

Description

The Planning Department provides a focal point of all development within the City by providing coordination between the members of the community/developer and various City departments. The Planning Department prepares and submits land use related reports to the City Council, Planning & Zoning Commission and Zoning Board of Adjustments. The Planning Department is primarily responsible for administering all land use related ordinances and statutes in adherence to the policies established by the City Council while employing such managerial techniques needed to assure efficient utilization of the City's resources.

Goals and Objectives

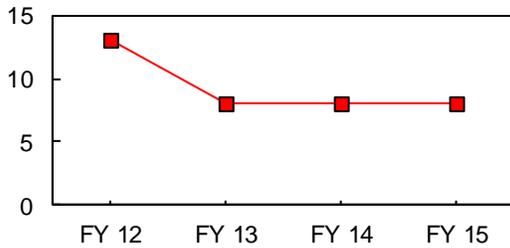
- To increase current service levels to community members within approved revenue sources.
- To adhere to the City's Subdivision Ordinance and the City's Zoning Ordinance when determining all types of land uses for development and redevelopment.
- To pro-actively encourage economic development in the City while preserving and protecting the residential property values.
- To encourage orderly growth and land use development particularly on the Northeast Loop 820 and Belknap Corridors through the implementation of the Comprehensive Land Use Plan and City initiated Planned Mixed Use Developments.

GENERAL FUND (01) - PLANNING & COMMUNITY DEVELOPMENT -

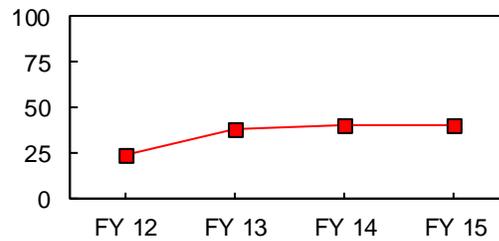
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of zoning requests received	13	8	8	8
2. Number of conditional use permits processed	3	6	6	6
3. Number of variances/special exceptions received	24	38	40	38
4. Number of building plans reviewed	78	68	68	60
5. Number of plats received	13	12	12	10
6. Number of development review committee meetings held	26	34	30	30

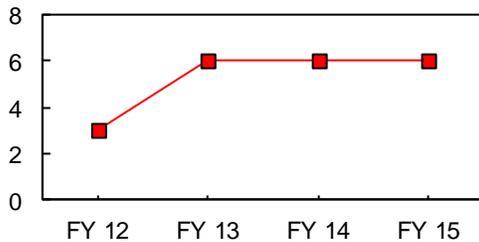
The first four performance measures are charted below.



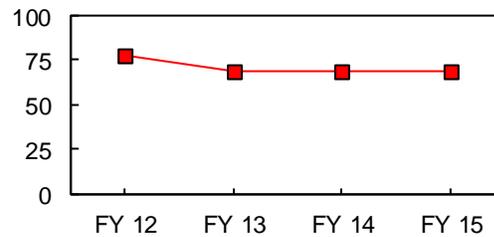
1. Number of zoning requests received



3. Number of variances/special exceptions received



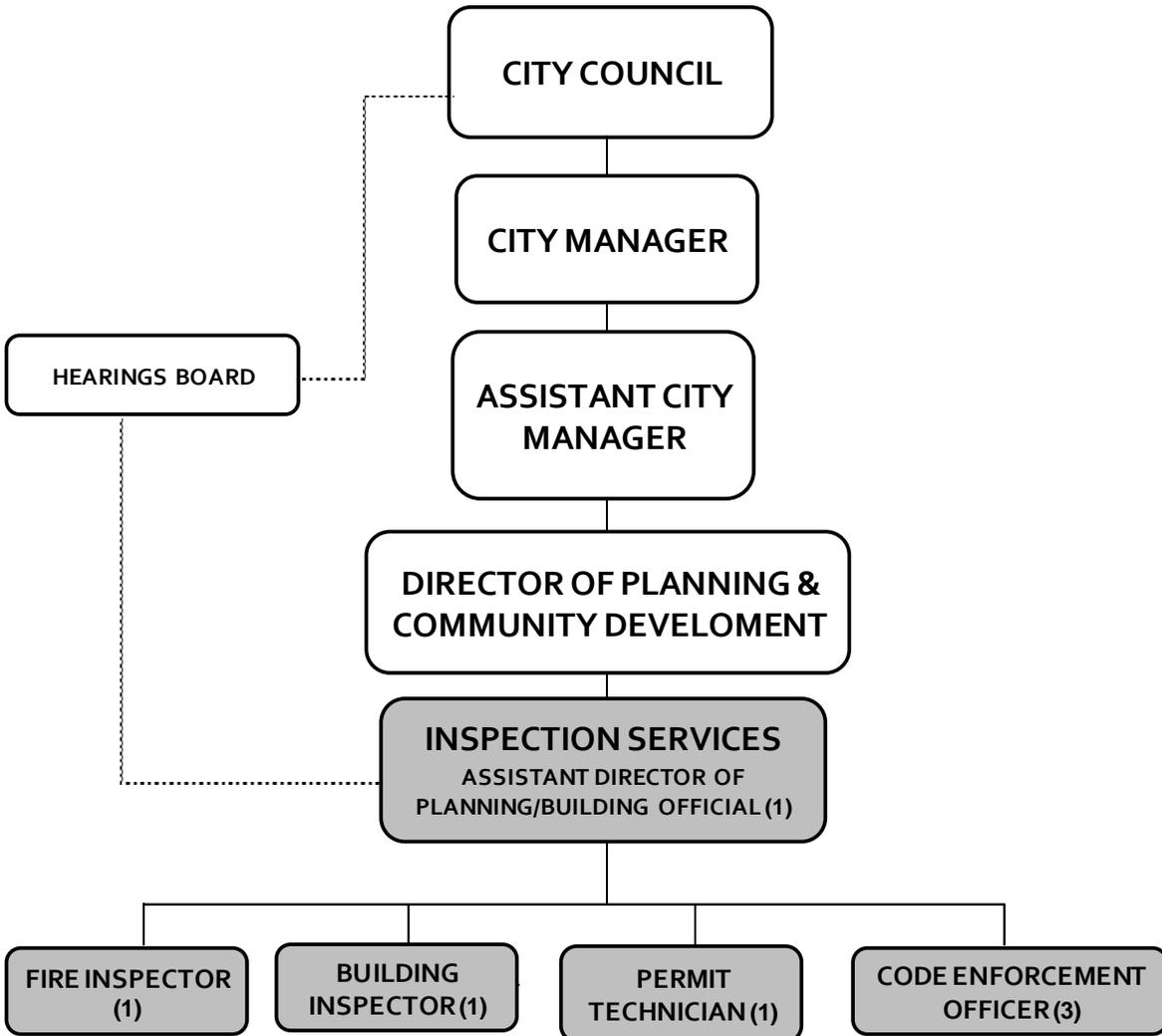
2. Number of conditional use permits processed



4. Number of building plans reviewed

**GENERAL FUND (01)
- INSPECTION SERVICES -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	G	NUMBER OF EMPLOYEES			
			<u>FISCAL YEAR</u>			
<u>Department or Division</u>	A	A	12	13	14	15

Assistant Director of Planning/Building Official	1802	70	1	1	1	1
Chief Building Inspector (Position Eliminated)	1803	57	1	1	1	0
Building Inspector	1804	54	0	0	0	1
Code Enforcement Officer	1805	50	3	3	3	3
Fire Inspector	1805	50	0	0	0	1
Permit Technician	1806	39	1	1	1	1

TOTALS: 6 6 6 7

**GENERAL FUND (01)
- INSPECTION SERVICES -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 307,496	\$ 411,811	\$ 357,405	\$ 419,858
Operations	38,102	33,038	20,098	33,038
Capital	-	-	-	-
TOTALS:	<u><u>\$ 345,598</u></u>	<u><u>\$ 444,849</u></u>	<u><u>\$ 377,503</u></u>	<u><u>\$ 452,896</u></u>

Mission Statement

Building Inspections will strive to maintain updated regulations that provide for adequate safety and access to all buildings in Haltom City. Provide an effective program for timely reviewing, inspecting, and permitting the construction, renovation, and occupancy of all buildings and their appurtenances. Provide fair and impartial treatment to all citizens, builders, contractors and developers in the course of duty.

Description

To provide for the issuance of permits, conduct plan reviews, to interpret all adopted codes and ordinances, to inspect all construction, use and storage of properties to ensure code compliance, to enforce building, health, zoning, and applicable codes.

Goals and Objectives

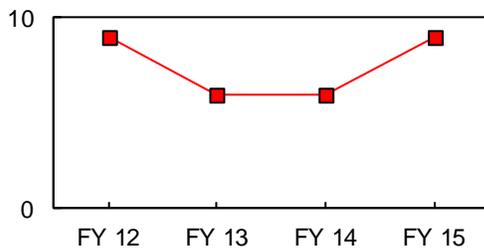
- To ensure that the minimum standards of each adopted code and ordinance are met when applied to new and renovated structures in order to maintain a reasonably safe environment for citizens and visitors in Haltom City.
- To provide proper maintenance of zoning districts and strive to facilitate development in a practical and timely manner in order to enhance property values.
- To respond to daily inspection requests within 24 hours and to begin the Certificate of Occupancy inspection process within a 24-hour period.
- To respond to complaints regarding code violation and supply notice of disposition within a reasonable time.
- To conduct and complete plan reviews of all plans submitted within ten (10) working days of submission.

GENERAL FUND (01) - INSPECTION SERVICES -

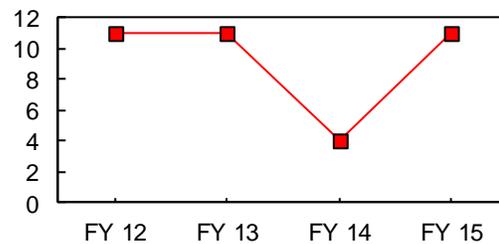
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of new residential construction permits issued	9	6	6	9
2. New residential construction values	\$970,737	\$611,858	\$696,798	\$970,737
3. Number of new commercial construction permits issued	11	11	4	11
4. New commercial construction values	\$8,807,484	\$2,268,200	\$300,000	\$8,807,484
5. Number of certificate of occupancy inspections performed	204	396	340	300
6. Number of ordinance compliance actions	2,926	2,611	1,414	1,500

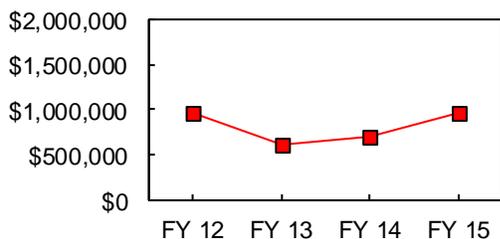
The first four performance measures are charted below.



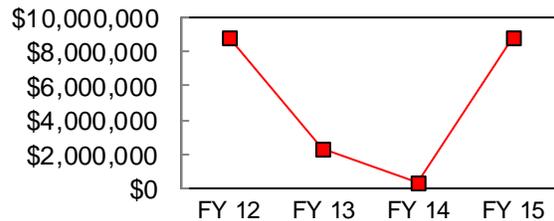
1. Number of new residential construction permits issued



3. Number of new commercial construction permits issued

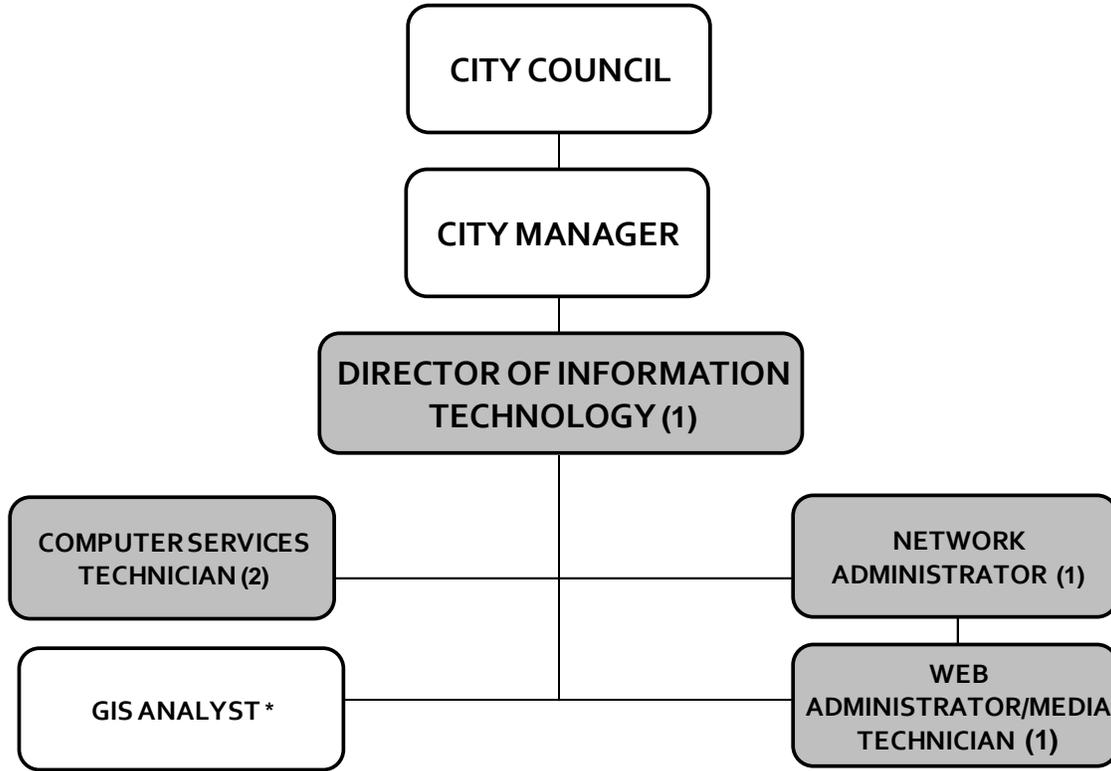


2. New residential construction values



4. New commercial construction values

**GENERAL FUND (01)
- INFORMATION TECHNOLOGY SERVICES -
ORGANIZATION CHART & STAFF SUMMARY**



<u>Fund</u>	C	R	NUMBER OF EMPLOYEES			
			<i>FISCAL YEAR</i>			
<u>Department or Division</u>	A	N	12	13	14	15
General	L	A				
Information Technology Services	S	G				
	S	E				
Director of Information Technology	1301	85	1	1	1	1
Computer Services Technician	1302	53	3	3	2	2
Network Administrator	1304	60	0	0	1	1
Web Administrator/Media Technician	1203	53	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
TOTALS:			<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>

*GIS Analyst position is funded by the EDC Fund (11)

**GENERAL FUND (01)
- INFORMATION TECHNOLOGY SERVICES -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 285,361	\$ 315,676	\$ 329,237	\$ 332,859
Operations	83,290	63,881	83,971	85,881
Capital	-	-	-	-
TOTALS:	<u><u>\$ 368,651</u></u>	<u><u>\$ 379,557</u></u>	<u><u>\$ 413,208</u></u>	<u><u>\$ 418,740</u></u>

Mission Statement

To provide exceptional customer service while specializing in technology.

Description

The Information Technology Services Department functions to provide general oversight, maintenance and repair services for the computer systems operating in all City departments and divisions and is responsible for maintaining the City's data infrastructure, including web, email, file storage and other applications.

Goals and Objectives

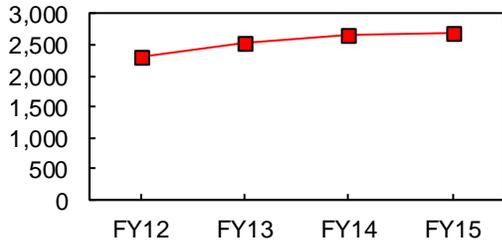
The Information Technology Services Department will maintain the proper functioning of the City's computers and computer systems by:

- * Provide guidance and recommendations to all City departments with regard to process improvement and increases in productivity using technology.
- * Regularly audit and replace or adjust systems that are not functioning at the expected level of efficiency
- * Perform regular hardware and software upgrades to all City systems in an effort to maintain the highest level of productivity among system users.
- * Offer a wide range of public information services and resources to Haltom City citizens to enhance public
- * Provide and support redundant forms of communication for all City departments, including email,
- * Provide a trusted, fast, and stable computing platform for all City departments.
- * Through the GIS division, maintain all mapping, City asset map layers, and georeference data. This is used by all City departments to assist in locating City assets, equipment, and property.

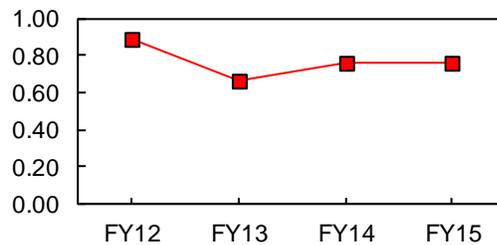
GENERAL FUND (01) - INFORMATION TECHNOLOGY SERVICES - PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of resolved trouble tickets	2,297	2,544	2,668	2,700
2. Total technician hours spent resolving trouble tickets	2,047	1,684	2,034	2,050
3. Average hours spent per trouble ticket	0.89	0.66	0.76	0.76
4. Total cost for technician time resolving trouble tickets	28,130	32,236	38,963	39,000
5. Average cost for technician time per	\$12.25	\$12.67	\$14.60	\$15.00
8. Average satisfaction survey score (Scale of 1 - 3)	3	3	3	3

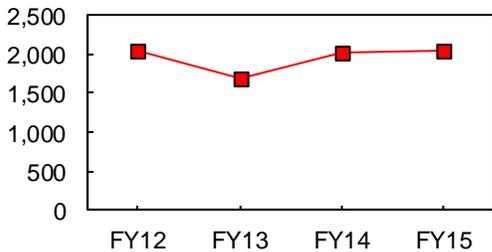
The first four performance measures are charted below.



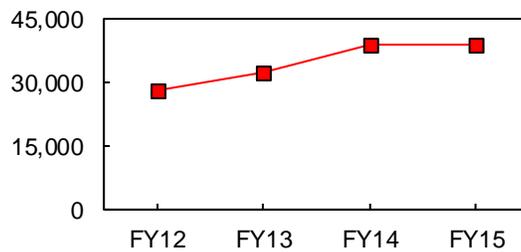
1. Number of resolved trouble tickets



3. Average time spent per trouble ticket



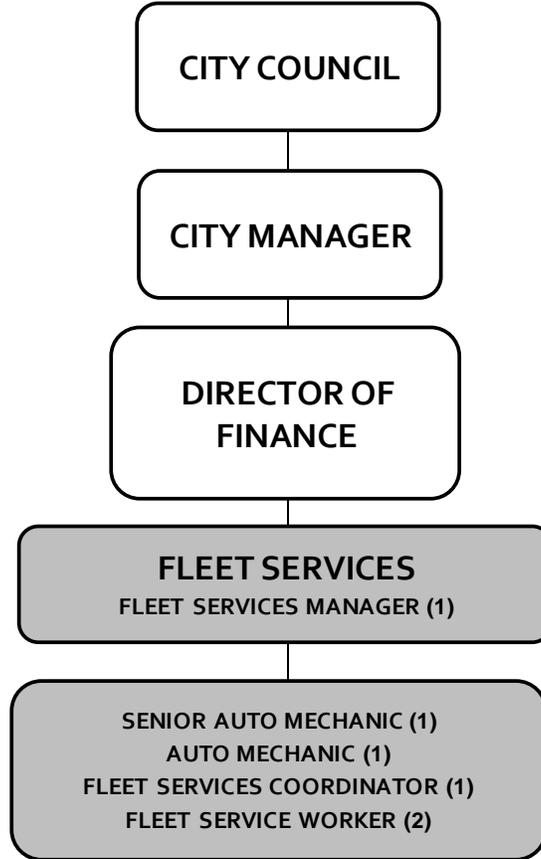
2. Total technician hours spent resolving trouble tickets



4. Total cost for technician time resolving trouble tickets

**GENERAL FUND (01)
- FLEET SERVICES -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	R	NUMBER OF EMPLOYEES			
			<u>FISCAL YEAR</u>			
<u>Department or Division</u>	A	N	12	13	14	15
General	L	A				
Fleet Services	S	G				
	S	E				
Fleet Services Manager	1901	65	1	1	1	1
Senior Auto Mechanic	1902	50	1	1	1	1
Auto Mechanic	1904	45	1	1	1	1
Fleet Services Coordinator	1903	44	1	1	1	1
Fleet Service Worker	1905	34	<u>1</u>	<u>2</u>	<u>2</u>	<u>2</u>
	TOTALS:		<u>5</u>	<u>6</u>	<u>6</u>	<u>6</u>

**GENERAL FUND (01)
- FLEET SERVICES -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 328,268	\$ 365,955	\$ 364,543	\$ 363,315
Operations	242,413	158,972	231,120	160,320
Capital	<u>375</u>	<u>375</u>	<u>-</u>	<u>-</u>
TOTALS:	<u>\$ 571,056</u>	<u>\$ 525,302</u>	<u>\$ 595,663</u>	<u>\$ 523,635</u>

Mission Statement

The mission of Fleet Services Department is to maintain all of the City's motor vehicle fleet. In a timely and cost-effective manner with as little interruption to the department's services as possible. To insure that the departments can continue to do the work needed and promote Haltom City.

Description

The Fleet Services Department provides vehicle repairs, preventive maintenance, fuel services, and records fleet expenses and helps plan for the future of the City's vehicle fleet needs. However, Alternative fuels for clean air and reduce fuel use.

Goals and Objectives

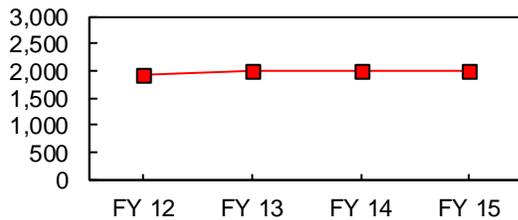
- By maintaining the City's fleet preventive maintenance program. The fleet will be safer have better security and environmental needs meet. Though the Clean City's Act and providing a cleaner and improved environmental friendly shop area.
- By specifying vehicles that have lower fuel consumption and meet the vision for Haltom City thought a clean environmental.
- Tracking fuel usage to lower fuel cost. To show the departments were drivers need training. So that funds can be used in other places like a new municipal complex.
- To provide a better and more efficient fleet maintenance repair facility. By reducing downtime, lowering operating cost. To promote Haltom City by showing that the departments can do their jobs to increase the area property values.
- To help to increase property values by keep the fleet in the best shapes it can be both running and appearance. Shorten down time so the departments have the equipment they need to use for their jobs keeping the city clean and functioning.

GENERAL FUND (01) - FLEET SERVICES -

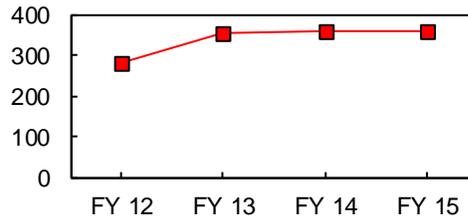
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Total number of repairs completed	1,919	1,994	2,000	2,000
2. Number of preventive maintenances repairs completed	334	389	390	395
3. Total number of vehicles/equipment maintained	281	353	360	360
4. Total number of fleet miles traveled	1,156,944	1,160,000	1,200,000	1,200,000
5. Estimated cost of fuel per fleet mile	\$0.335	\$0.370	\$0.400	\$0.400
6. Number of training classes attended	10	8	10	10

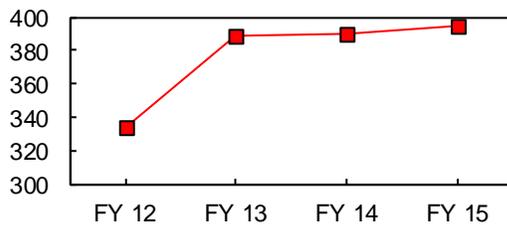
The first four performance measures are charted below .



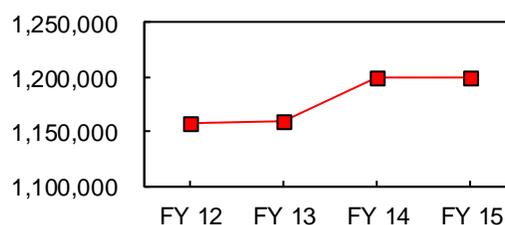
1. Total number of repairs completed



3. Total number of vehicles/equipment maintained



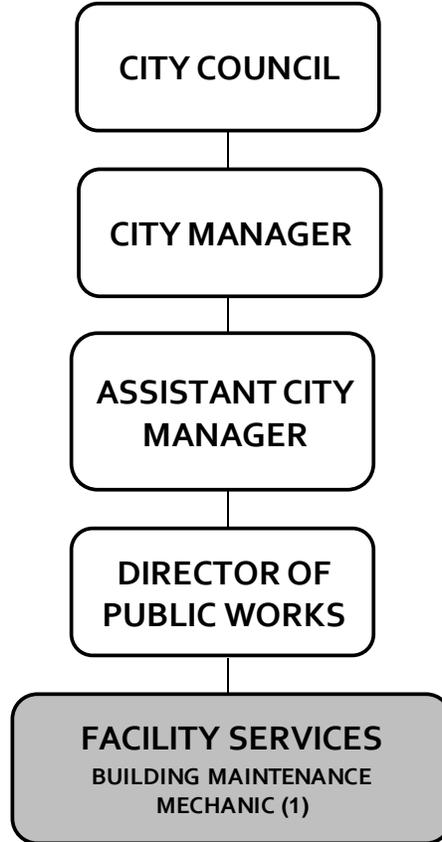
2. Number of preventive maintenances repairs completed



4. Total number of fleet miles traveled

**GENERAL FUND (01)
- FACILITY SERVICES -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	G	NUMBER OF EMPLOYEES			
			<u>FISCAL YEAR</u>			
<u>Department or Division</u>	A	A	12	13	14	15
General	L	R				
Building Maintenance	S	D				
	S	E				
Building Maintenance Mechanic	2908	41	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
	TOTALS:		<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>

**GENERAL FUND (01)
- FACILITY SERVICES -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 61,985	\$ 61,400	\$ 62,726	\$ 61,199
Operations	279,360	237,843	284,360	287,353
Capital	-	-	-	-
TOTALS:	<u>\$ 341,345</u>	<u>\$ 299,243</u>	<u>\$ 347,086</u>	<u>\$ 348,552</u>

Mission Statement

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

Description

This division is responsible for the timely repair of the City's facilities and internal equipment. This includes a variety of tasks including minor plumbing, air conditioning, electrical, and carpentry work and provides preventative maintenance on building systems.

Goals and Objectives

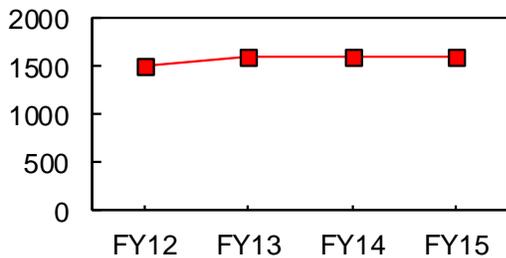
- Provide a better and more efficient building maintenance program through prompt response in performing and supervising repair actions.
- To provide a comprehensive preventative maintenance program to ensure the efficiency and availability of building systems.
- Ensure a suitable working environment for City employees through proper maintenance, thereby providing better service to citizens.

GENERAL FUND (01) FACILITY SERVICE

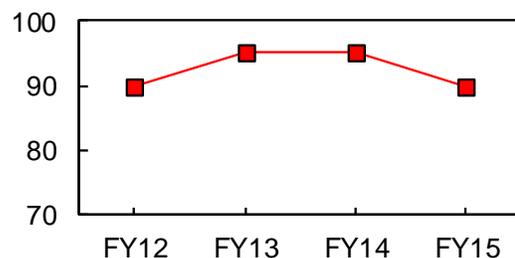
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Total number of small job work orders completed.	1,500	1600	1600	1600
2. Total number of filter replacements completed (per month)	2,474	2618	2618	2620
3. Total number of plumbing repairs completed	90	95	95	90
4. % of repairs completed within 48 hours	85%	88%	88%	90%
5. Total number of air condition and heating service calls	85	95	95	95

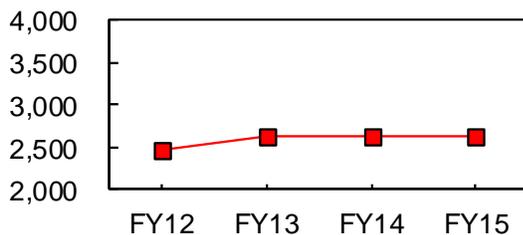
The first four performance measures are charted below .



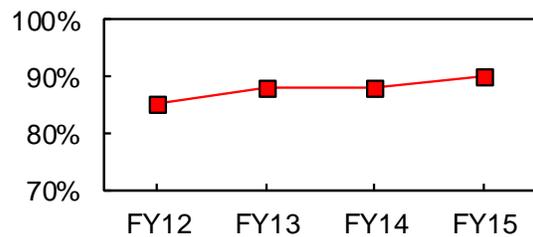
1. Total number of small job work orders completed



3. Total number of plumbing repairs completed



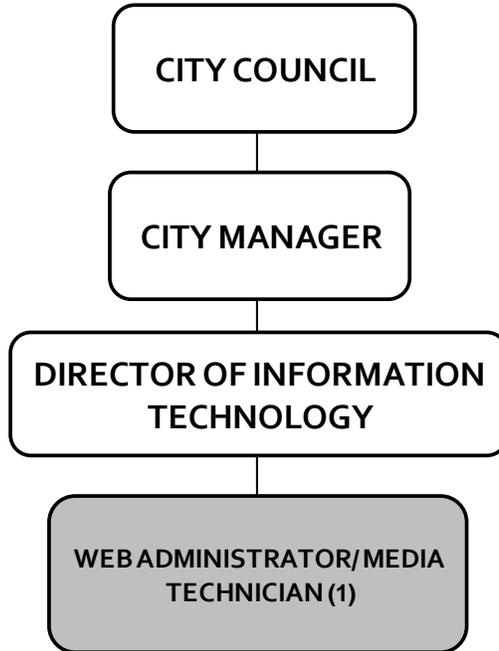
2. Total number of filter replacements completed



4. % of repairs completed within 48 hours

**GENERAL FUND (01)
- HCTV -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	G	NUMBER OF EMPLOYEES			
			<i>FISCAL YEAR</i>			
General	L	R	12	13	14	15
<u>Department or Division</u>	A	A				
HCTV	S	D				
	S	E	12	13	14	15
Web Administrator/Media Technician	1203	53	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
		TOTALS:	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>

**GENERAL FUND (01)
- HCTV -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 63,986	\$ 68,960	\$ 67,662	\$ 68,739
Operations	5,641	8,600	7,775	7,100
Capital	-	-	-	1,225
TOTALS:	<u>\$ 69,627</u>	<u>\$ 77,560</u>	<u>\$ 75,437</u>	<u>\$ 77,064</u>

Mission Statement

Maintain City web page. Provide support for staff in publishing their information to the website, either through training/supporting them as “users” or completing task personally. To inform, educate, and entertain citizens of Haltom City via locally originated programming produced and cablecast by HCTV on cable channel 27 and on City’s online Vimeo video page.

Description

Maintain and update City website, including problem-solving technical issues that arise. Ensure agendas and news from departments is published to website accordingly. Updating of televised bulletin board, which provides timely information to residents. Devise daily programming schedule & implement through use of equipment available. Videotape & cablecast special events along with regularly taped programs.

Goals and Objectives

- Continue to add functionality to public/staff to City website.
- Work with departments to find way to promote services via web and/or video.
- Continue to upload videos to Vimeo to allow for viewing by people who either don't have cable or would like to view at their leisure.
- Integrate new live switching system for city council meetings.

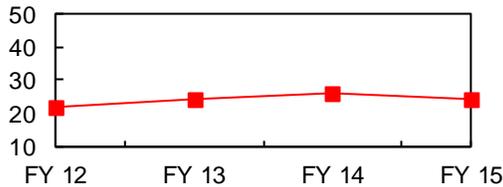
GENERAL FUND (01)

- HCTV -

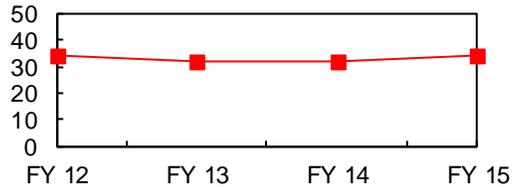
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of City Council meetings recorded/cablecast	22	24	26	24
2. Number of programs produced	34	32	32	34
3. Number of hours per day of programming cablecasted	6	6	8	10
4. Number of web pages online	915	1255	1600	1950

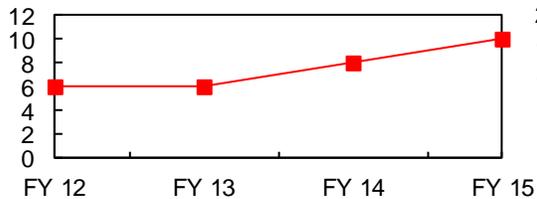
The first four performance measures are charted below .



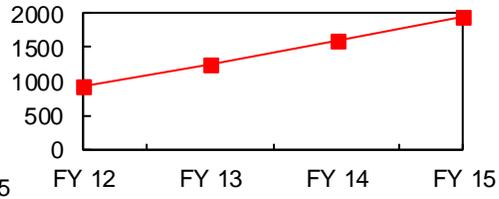
1. Number of City Council meetings recorded/cablecast



2. Number of programs produced



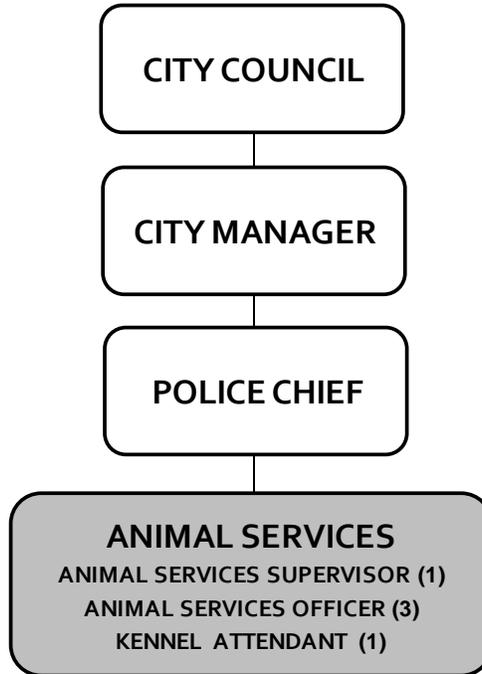
3. Number of hours per day of programming cablecasted



4. Number of web pages online

**GENERAL FUND (01)
- ANIMAL SERVICES -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	G	NUMBER			
			OF			
<u>Department or Division</u>	L	R	EMPLOYEES			
	A	A	<i>FISCAL YEAR</i>			
Animal Services	S	D	12	13	14	15
	S	E				
Animal Services Supervisor	3301	55	1	1	1	1
Animal Services Officer	3303	43	3	3	3	3
Kennel Attendant	3304	37	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
			<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>
			TOTALS:	<u>5</u>	<u>5</u>	<u>5</u>

**GENERAL FUND (01)
- ANIMAL SERVICES -**

BUDGET SUMMARY & DIVISION NARRATIVE

	ACTUAL FY2013	ADOPTED FY2014	ESTIMATED FY2014	ADOPTED FY2015
Personnel Services	\$ 265,875	\$ 282,469	\$ 259,345	\$ 281,589
Operations	44,413	59,020	55,347	65,750
Capital	-	-	-	-
TOTALS:	\$ 310,288	\$ 341,489	\$ 314,692	\$ 347,339

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.

Description

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.

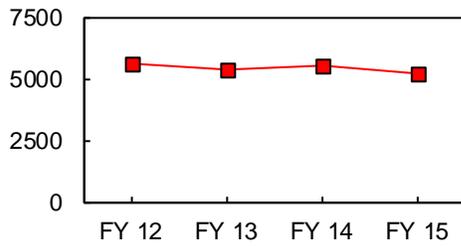
Goals and Objectives

- To provide the highest quality of service to residents.
- To seek safe and healthy homes for stray and abandoned animals.
- To educate the public about the proper care and handling of animals.
- To assist in ensuring the public's safety.

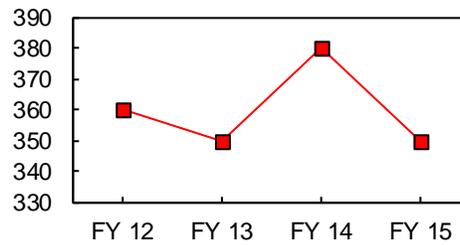
GENERAL FUND (01) - ANIMAL SERVICES -

PERFORMANCE MEASURES

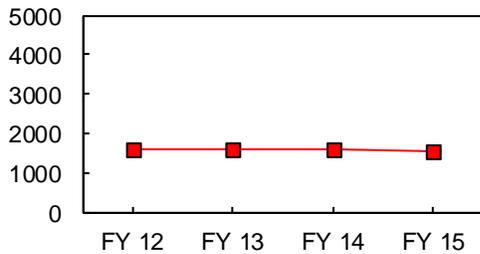
<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of calls for service received	5567	5400	5500	5200
2. Number of animals sheltered	1607	1600	1580	1550
3. Number of pet adoptions processed	360	350	380	350



1. Number of calls for service received

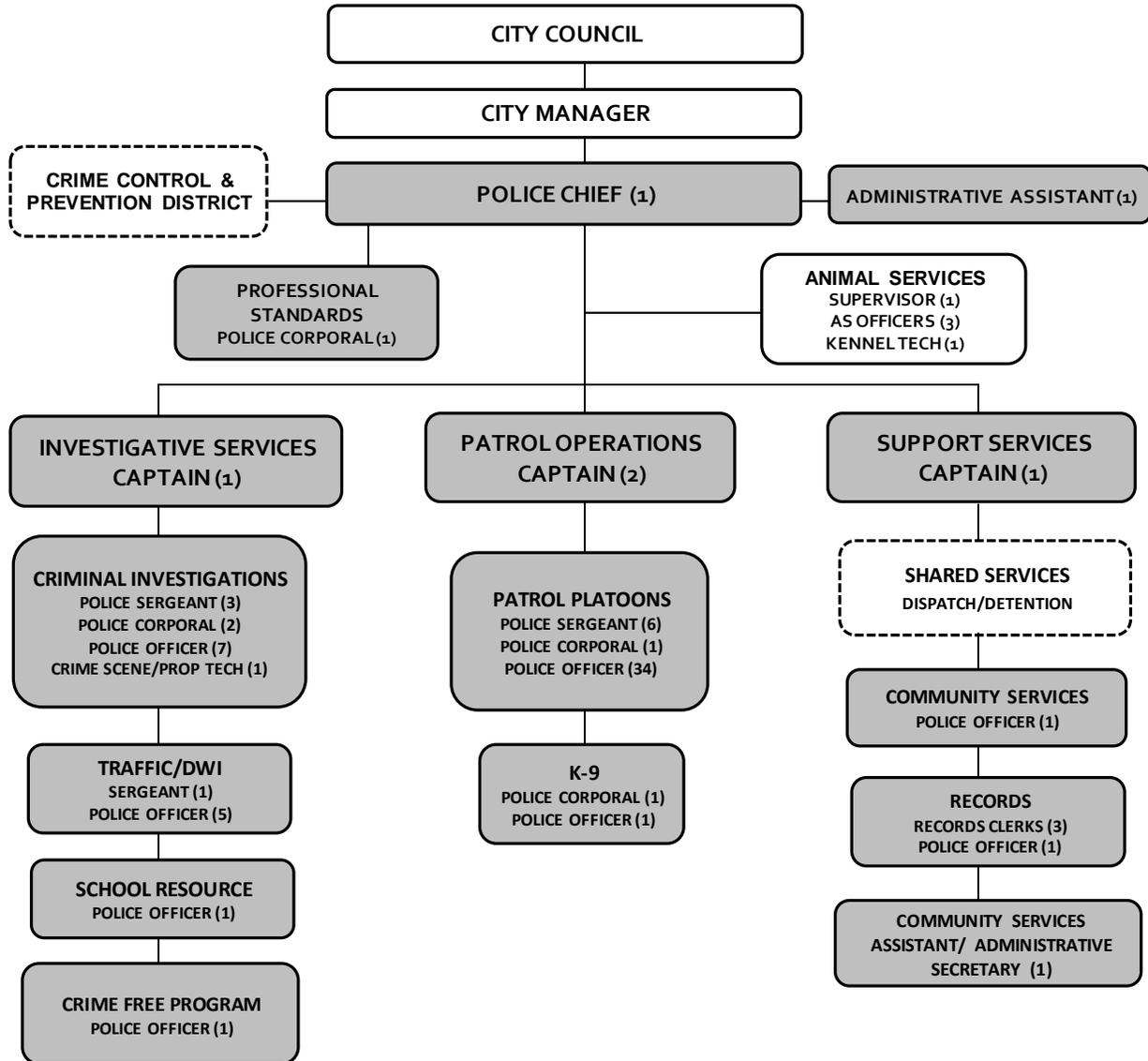


3. Number of pet adoptions processed



2. Number of animals sheltered

**GENERAL FUND (01)
- POLICE DEPARTMENT -
ORGANIZATION CHART & STAFF SUMMARY**



Fund	C	R	NUMBER			
			OF			
Department or Division	A	N	EMPLOYEES			
			FISCAL YEAR			
Administration	S	G	12	13	14	15
Police Chief	3001	87	1	1	1	1
Police Captain (formerly Lieutenant)	3003	GS77	3	3	3	4
Administrative Assistant	2002	41	1	1	1	1
Police Sergeant	3004	GS73	10	10	10	10
Police Corporal	3005	GS66	4	4	5	5
Police Officer/Detective	3007	GS62	50	49	49	51
Crime Scene/Property Technician	3105	50	1	1	1	1
Community Services Assistant/Administrative Secretary	3104	43	1	1	1	1
Records Clerk	3202	37	3	3	3	3
Public Safety Dispatcher	3102	43	10	0	0	0
Detention Officer	3103	44	6	0	0	0
TOTALS:			<u>90</u>	<u>73</u>	<u>74</u>	<u>77</u>

GENERAL FUND (01)
- POLICE -

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 6,137,403	\$ 6,490,743	\$ 6,432,110	\$ 6,625,630
Operations	1,407,877	1,294,040	1,249,378	1,328,003
Capital	-	-	-	-
TOTALS:	<u><u>\$ 7,545,280</u></u>	<u><u>\$ 7,784,783</u></u>	<u><u>\$ 7,681,488</u></u>	<u><u>\$ 7,953,633</u></u>

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.

Description

The Police Department, under the direction of the Chief of Police, develops and implements programs to deter crime and enforce laws in order to protect life and property within the City of Haltom City.

Goals and Objectives

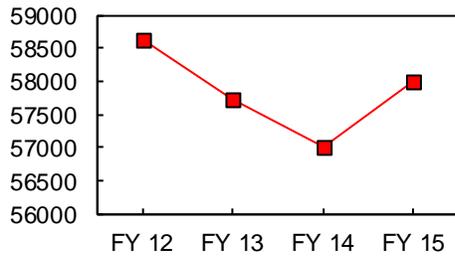
- Continue to promote Haltom City in terms of safety, security and environment. This will be accomplished by supporting current proactive enforcement activities and programs, as well as initiating additional activities and programs as needed. Proactive enforcement activities are currently carried out by the Patrol Operations and Investigative Services Divisions. These activities include - but are not limited to - the Street Crimes Unit, DWI Enforcement Unit, Bicycle Unit, K-9 Unit, and regional efforts through participation in the Tarrant County Auto Theft and Narcotics Units. Current proactive enforcement programs include the Crime Free Multi-Housing Program, the School Resource Officer Program and the NE Tarrant County Bait Car Initiative. The Support Services Division will assist in these efforts by managing our Shared Services Agreement for Dispatch and Detention services.
- Assist in leading the City to build a new municipal complex by continuing to build a fund balance within the Crime Prevention and Control District Fund.

GENERAL FUND (01) - POLICE DEPARTMENT-

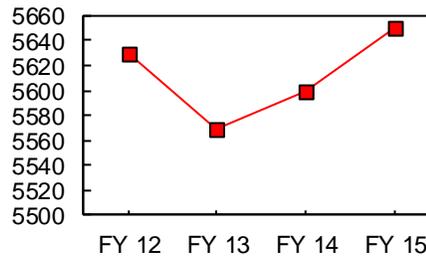
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of calls for service	58,633	57,735	57,000	58,000
2. Number of Arrests	2,493	2,408	2,400	2,450
3. Total # of cases assigned to detectives	5629	5,569	5,600	5,650
4. Total # of cases presented to the District Attorney	1481	1,276	1,300	1,350
5. Total # of Arrest and Search Warrants	296	390	380	370
6. Number of sex offender follow-ups performed	144	169	150	150

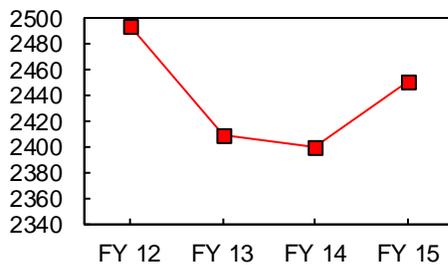
The first four performance measures are charted below .



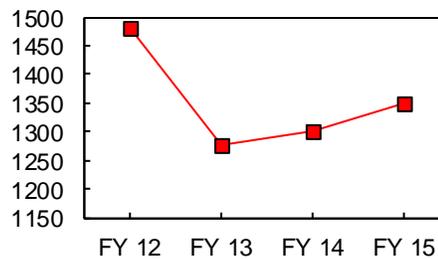
1. Number of calls for service



3. Total # of cases assigned to detectives



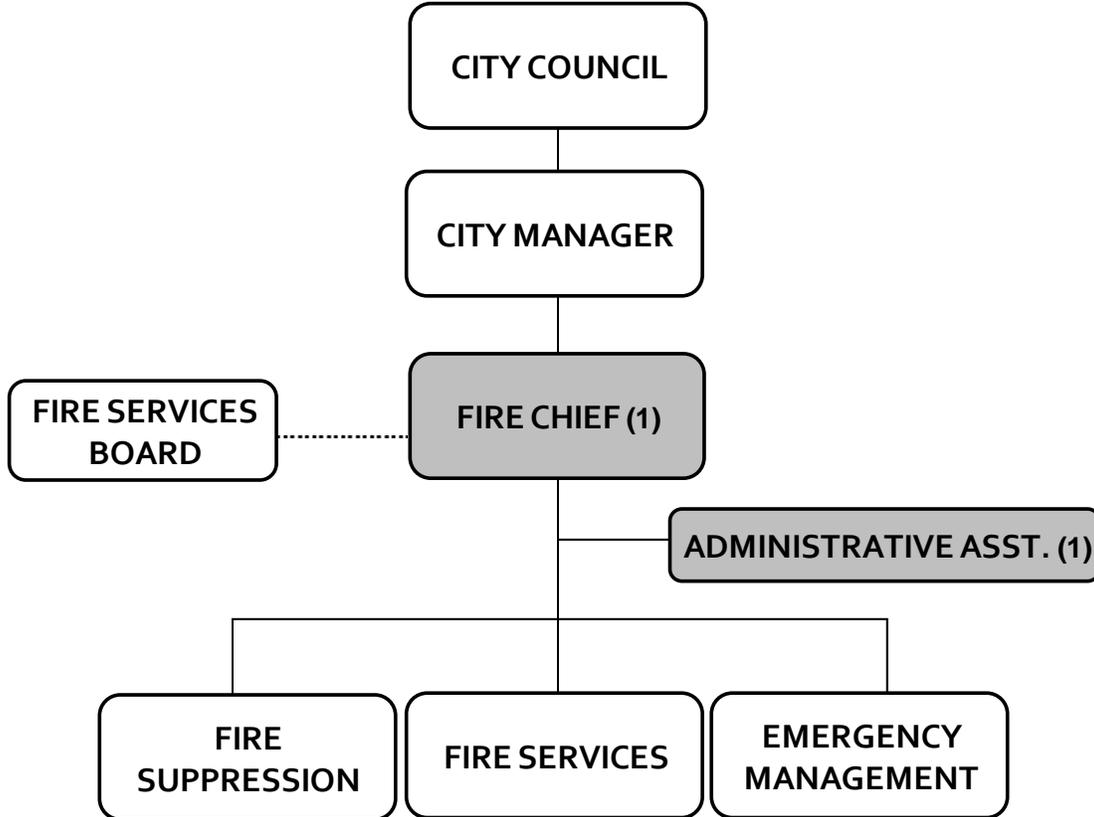
2. Number of Arrests



4. Total # of cases presented to the District Attorney

**GENERAL FUND (01)
- FIRE ADMINISTRATION -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	G	NUMBER OF EMPLOYEES			
			<i>FISCAL YEAR</i>			
General	L	R	12	13	14	15
<u>Department or Division</u>	A	A				
Fire Administration	S	D				
	S	E				
Fire Chief	3401	87	1	1	1	1
Administrative Assistant	2002	43	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
			<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
			TOTALS:	<u>2</u>	<u>2</u>	<u>2</u>

**GENERAL FUND (01)
- FIRE ADMINISTRATION -**

BUDGET SUMMARY & DIVISION NARRATIVE

	ACTUAL FY2013	ADOPTED FY2014	ESTIMATED FY2014	ADOPTED FY2015
Personnel Services	\$ 189,443	\$ 206,657	\$ 197,287	\$ 208,219
Operations	75,833	74,343	85,790	84,433
Capital	-	-	-	-
TOTALS:	\$ 265,276	\$ 281,000	\$ 283,077	\$ 292,652

Mission Statement

To protect lives and property in our community from the adverse effects of fire, medical, environmental, and other emergencies through programs and services delivered with Integrity, Compassion, Respect, and without Prejudice.

Description

An organization striving to achieve a level of customer service viewed as: "best practice." An exceptional department dedicated to the education of our public to promote their safety. A dynamic organization dedicated that adapts and supports the needs of the community. A department that is acknowledge for pride in service, integrity, and professionalism.

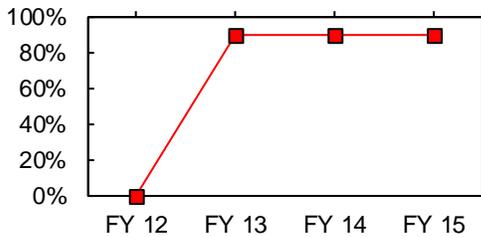
Goals and Objectives

- The HCFD improves property values in Haltom City by providing a safer place to live for our citizens through achieving nationally accepted NFPA 1710 deployment & staffing standards in every response
- The HCFD improves the safety and security within Haltom City through the continuous professional development of each member.
- A vision of Haltom as a "best practice" community will be achieved by for the HCFD through compliance with the standards as defined by the TFCA "Best Practices Standard" to improve ISO Classification and satisfy accreditation criteria. HCFD will be recognized as a "Best Practice" Fire Department .
- The HCFD improves the safety and security within Haltom City to support and promote a personal safety attitude to support our citizens with the improvement of their own personal safety.

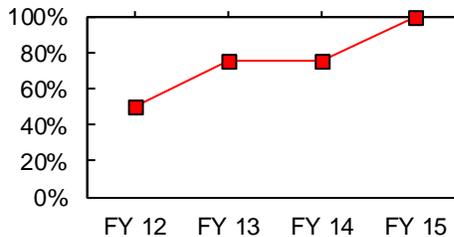
GENERAL FUND (01) - FIRE ADMINISTRATION - PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Total response time of 6 minutes to all emergencies	76.75.%	90%	90%	90%
2. 360 hours per member of documented training	71%	75%	100%	100%
3. Comply 100% with standards of Best Practices	50%	75%	75%	100%
4. Document a comprehensive public safety education program to every 3rd grader	100%	100%	100%	100%
5. Document the education of a minimum of 250 of our citizens in CPR	125	75	75	100
6. Document delivery of a self-home safety inspection program or assistance to 500 households	N/A	N/A	N/A	50

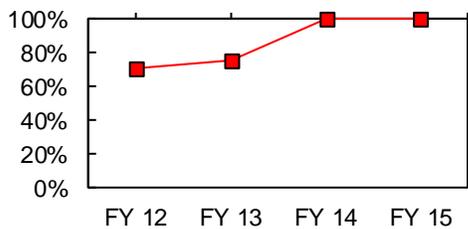
The first four performance measures are charted below.



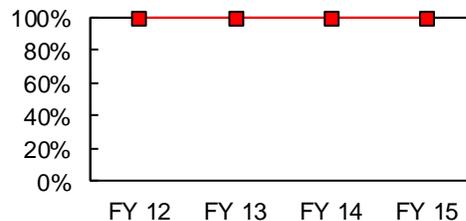
1. Total response time of 6 minutes to all emergencies



3. Comply 100% with standards of Best Practices



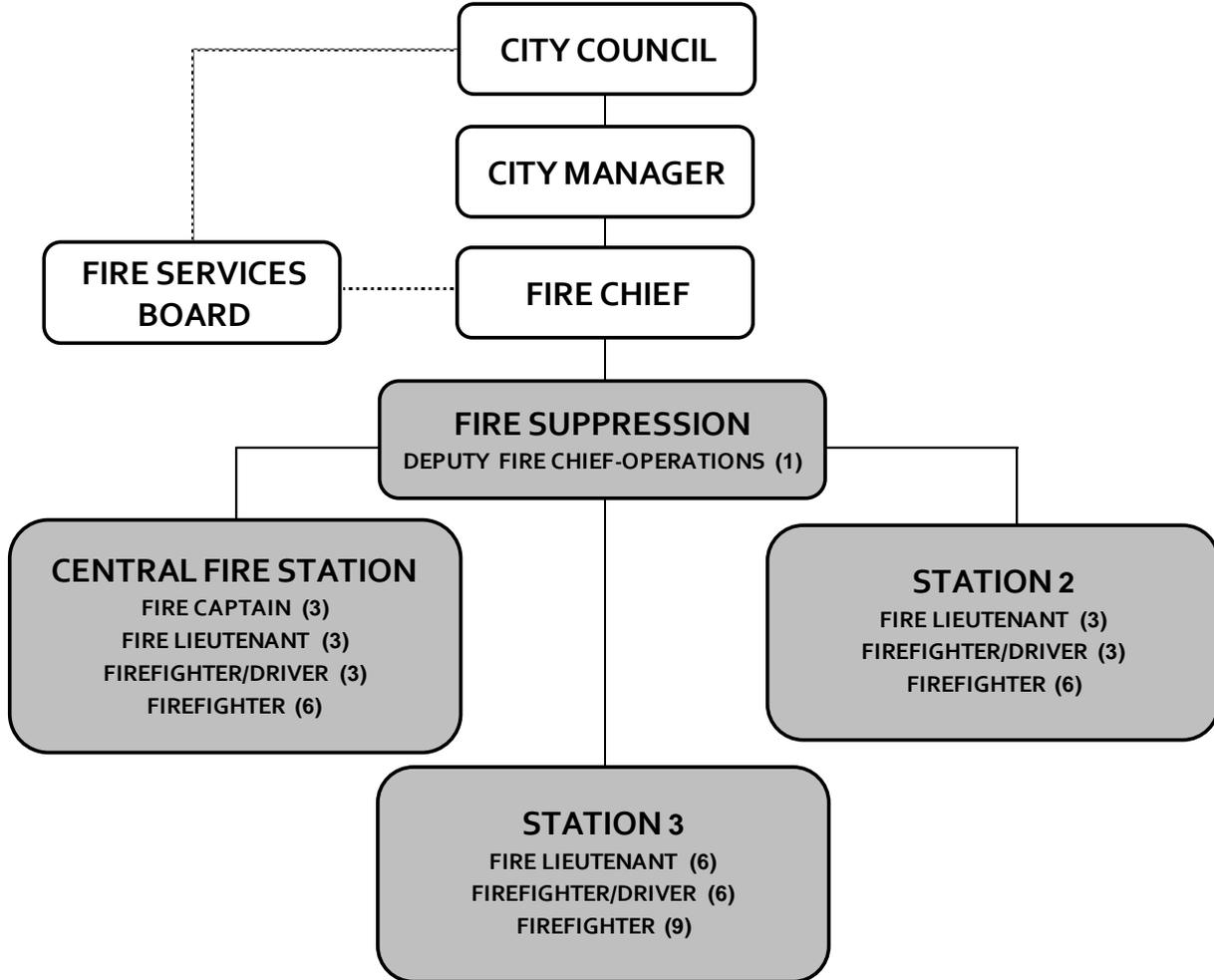
2. 360 hours per member of documented training



4. Document a comprehensive public safety education program to every 3rd grader

**GENERAL FUND (01)
- FIRE SUPPRESSION -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	R	NUMBER OF EMPLOYEES			
			<u>FISCAL YEAR</u>			
<u>Department or Division</u>	A	N	12	13	14	15
General	L	A				
Fire Suppression	S	G				
	S	E				

Deputy Fire Chief - Operations	3402	79	1	1	1	1	
Fire Captain	3404	GS77	3	3	3	3	
Fire Lieutenant	3405	GS73	9	12	12	12	
Firefighter/Driver	3407	GS66	12	12	12	12	
Firefighter	3408	GS62	<u>21</u>	<u>21</u>	<u>21</u>	<u>21</u>	
			TOTALS:	<u>46</u>	<u>49</u>	<u>49</u>	<u>49</u>

**GENERAL FUND (01)
- FIRE SUPPRESSION -**

BUDGET SUMMARY & DIVISION NARRATIVE

	ACTUAL FY2013	ADOPTED FY2014	ESTIMATED FY2014	ADOPTED FY2015
Personnel Services	\$ 4,417,761	\$ 4,671,121	\$ 4,847,383	\$ 4,889,632
Operations	245,389	223,389	235,489	233,939
Capital	3,651	-	-	-
TOTALS:	<u>\$ 4,666,801</u>	<u>\$ 4,894,510</u>	<u>\$ 5,082,872</u>	<u>\$ 5,123,571</u>

Mission Statement

To protect lives and property in our community from the adverse effects of fire, medical, environmental, and other emergencies through programs and services delivered with Integrity, Compassion, Respect, and without Prejudice.

Description

An organization striving to achieve a level of customer service viewed as: "best practice." An exceptional department dedicated to the education of our public to promote their safety. A dynamic organization dedicated that adapts and supports the needs of the community. A department that is acknowledge for pride in service, integrity, and professionalism.

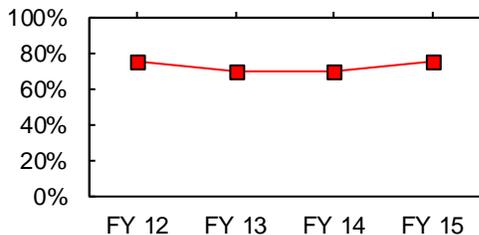
Goals and Objectives

- To improve safety and security within Haltom City, which improves property values, the HCFD will achieve in compliance with NFPA 1710 (staffing and deployment standard) for all structure responses.
- To improve safety and security of our citizens within Haltom City, conduct aggressive interior fire attacks, using risk/benefit decisions-making, to support the search and removal of occupants, confining the fire damage to the room of origin.
- To improve safety and security of our citizens within Haltom City, conduct aggressive defensive attacks, using risk/benefit decision-making, when structures are not tenable, to prevent the spread of fire to other property and confine the fire damage to the building of origin.
- To improve safety and security within Haltom City and in support of development of the 820 corridor, the HCFD will stabilize scenes of major vehicle accidents, provide medical assistance, and extricate all occupants to maximize patient welfare.
- The Vision for Haltom as a "best practice" city: the Special Operations Programs will maintain compliance of the educational requirements of NFPA 1610, as qualified rescue technicians and participate in Texas Task Force I and II.

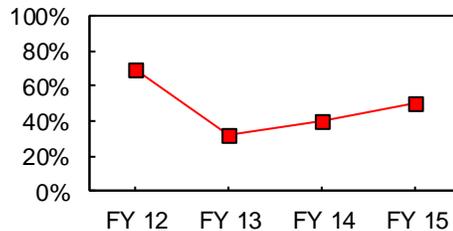
GENERAL FUND (01) - FIRE SUPPRESSION - PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. By response district, 4 FF in 6 minutes total response time	75%	69%	70%	75%
2. By response district, 15 FF in 8 minute total response time	75%	67%	70%	75%
3. Confine the fire damage to the room or origin, 50% of the time	69%	32%	40%	50%
4. Confine the fire damage to the building of origin, 90% of the time	100%	100%	100%	100%
5. Extricate all occupants of vehicle accidents in 15 minutes from on-scene, 90% of the time	100%	100%	100%	100%
6. Rescue technician will 100% maintain the educational requirements of NFPA 1610	100%	100%	100%	100%

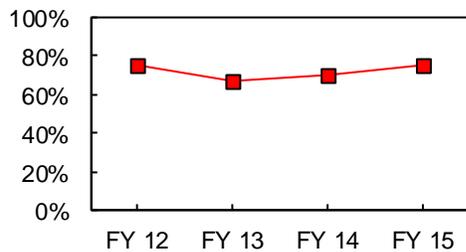
The first four performance measures are charted below .



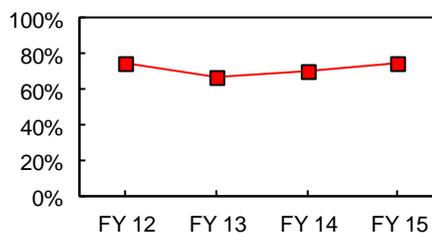
1. By response district, 4 FF in 6 minutes total response time



3. Confine the fire damage to the room or origin, 50% of the time



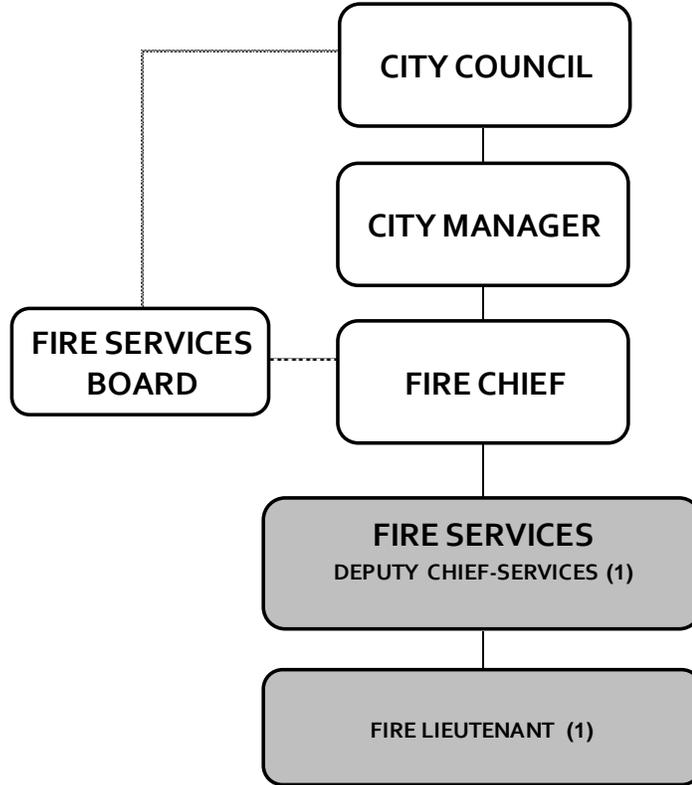
2. By response district, 15 FF in 8 minute total response time



4. Confine the fire damage to the building of origin, 90% of the time

**GENERAL FUND (01)
- FIRE SERVICES -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	G	NUMBER OF EMPLOYEES			
			<i>FISCAL YEAR</i>			
<u>Department or Division</u>	A	A	12	13	14	15
General	L	R				
Fire Services	S	D				
	S	E				
Deputy Fire Chief - Services (Fire Marshal)	3403	78	1	1	1	1
Fire Lieutenant (Assistant Fire Marshal)	3405	GS72	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
	TOTALS:		<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>

GENERAL FUND (01)
- FIRE SERVICES -

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 280,825	\$ 312,465	\$ 317,318	\$ 237,723
Operations	10,359	9,707	13,642	12,567
Capital	-	-	-	-
TOTALS:	<u><u>\$ 291,184</u></u>	<u><u>\$ 281,000</u></u>	<u><u>\$ 330,960</u></u>	<u><u>\$ 250,290</u></u>

Mission Statement

To protect lives and property in our community from the adverse effects of fire, medical, environmental, and other emergencies through programs and services delivered with Integrity, Compassion, Respect, and without Prejudice.

Description

An organization striving to achieve a level of customer service viewed as "best practice." An exceptional department dedicated to the education of our public to promote their safety. A dynamic organization dedicated that adapts and supports the needs of the community. A department that is acknowledge for pride in service, integrity, and professionalism.

Goals and Objectives

- To improve safety and security within Haltom City, the HCFD will investigate and determine fire cause at all fire incidents.
- To improve safety and security within Haltom City, which in turn, increases property values, the HCFD will conduct fire code inspections on all permitted commercial occupancies.
- To improve safety and security within Haltom City, which in turn, increases property values, the HCFD will conduct inspections of all fire multi-family inspections on all permitted commercial occupancies.
- The Vision for Haltom as a 'best practice' city; the HCFD Safety Program will review close calls, injuries, and known safety issues in support of the established Risk Management Program.
- The Vision for Haltom as a "best practice" city; the HCFD Safety Program will comply with the criteria of the national recognized wellness-fitness standards.

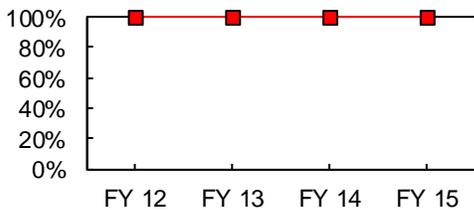
GENERAL FUND (01)

- FIRE SERVICES -

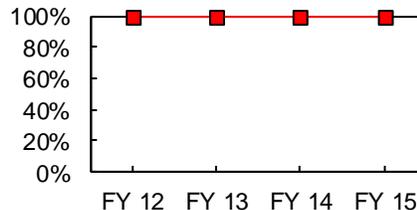
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Investigate and determine fire cause 100% of the time at fire incidents	100%	100%	100%	100%
2. Complete 100% of all fire code inspections on all permitted commercial occupancies	90%	85%	90%	95%
3. Complete 100% of all fire multi-family inspections on all permitted commercial occupancies	100%	100%	100%	100%
4. Safety Committee will review 100% of identified close call and injuries	100%	100%	100%	100%

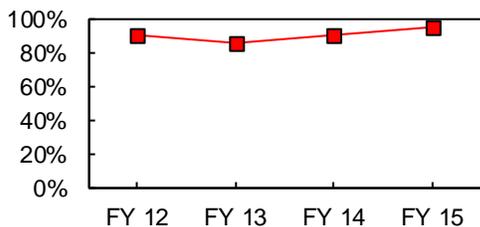
The first four performance measures are charted below .



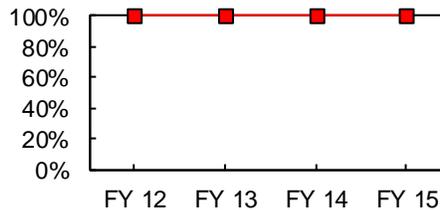
1. Investigate and determine fire cause 100% of the time at fire incidents



2. Complete 100% of all fire code inspections on all permitted commercial occupancies



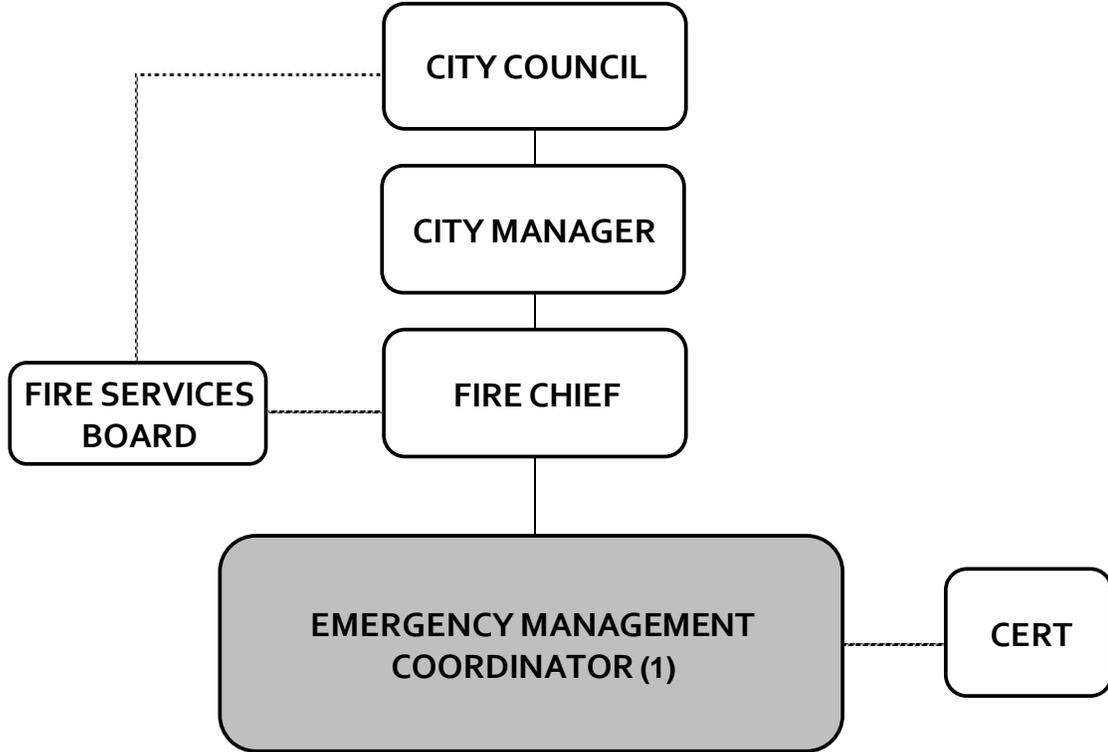
3. Complete 100% of all fire multi-family inspections on all permitted commercial occupancies



4. Safety Committee will review 100% of identified close call and injuries

**GENERAL FUND (01)
- EMERGENCY MANAGEMENT -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	G	NUMBER OF EMPLOYEES			
			<u>FISCAL YEAR</u>			
<u>Department or Division</u>	A	A	12	13	14	15
General	L	R				
Emergency Management	S	D				
	S	E				
Emergency Management Coordinator	3406	73	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
TOTALS:			<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>

**GENERAL FUND (01)
- EMERGENCY MANAGEMENT -**

BUDGET SUMMARY & DIVISION NARRATIVE

	ACTUAL FY2013	ADOPTED FY2014	ESTIMATED FY2014	ADOPTED FY2015
Personnel Services	\$ 104,640	\$ 111,359	\$ 111,639	\$ 110,992
Operations	48,771	42,184	42,024	42,084
Capital	-	-	-	-
TOTALS:	\$ 153,411	\$ 281,000	\$ 153,663	\$ 153,076

Mission Statement

The mission of the Emergency Management office is to Prepare, Prevent, Respond and Recover from incidents affecting the City of Haltom City.

Description

The Office of Emergency Management is responsible for emergency planning and response initiatives that protect both the citizens of Haltom City and those who may be traveling through or visiting the City of Haltom City. This office is also responsible for both State and Federal mandates that relate to certifying the cities Emergency Management Plan. This plan is the cities directive on how we manage disasters and catastrophic events and incidents in our city.

Goals and Objectives

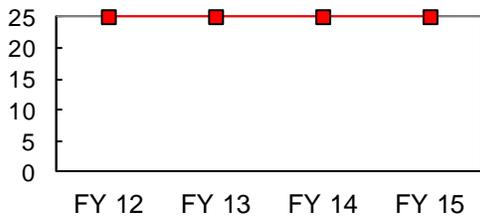
The goals for the office of Emergency Management for the 2013/2014 budget year is to have an Emergency Operations Center that can be easily opened and operated for operational periods lasting from an hour to days and/or even weeks of operation. The Second goal is to maintain an annual 100% review of our Emergency Management Plan (EMP) that includes all annexes and appendices. The third measurable goal will be to update and adopt our Hazard Mitigation Action Plan (HAZMAP). This plan is essential to allowing our citizens to apply for the storm shelter grant program. The fourth measureable goal is to implement our Continuity of Operations Plan (COOP) for the City of Haltom City. A fifth goal requires 100% compliance to the National Incident Management System (NIMS).

A major goal of Haltom City Fire/Rescue Emergency Medical Services is to respond to calls for assistance within 6 minutes 100% of the time. A second goal is to achieve training and certifications that truly reflects quality patient care. A third goal is to achieve 100% Quality Inspection and Quality Assurance of all patient care reports. A fourth goal is to assure 100% compliance to the Emergency Physicians Advisory Boards (EPAB) Emergency Medical Services protocols through annual and periodic testing of all personnel.

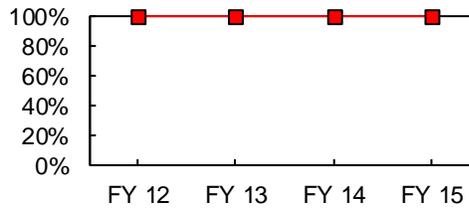
GENERAL FUND (01) EMERGENCY MANAGEMENT PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of emergency management annexes reviewed	25	25	25	25
2. % of Emergency Management Plans reviewed.	100%	100%	100%	100%
3. Complete National Incident Management System (NIMS)	100%	100%	100%	100%
4. EOC training and exercises	3	2	2	4
5. % EMS responses under 6 minutes	81%	87%	90%	91%
6. EMS protocol review	100%	100%	100%	100%
7. Public Education	24	18	16	15
8. Monthly Siren Test	12	12	12	12

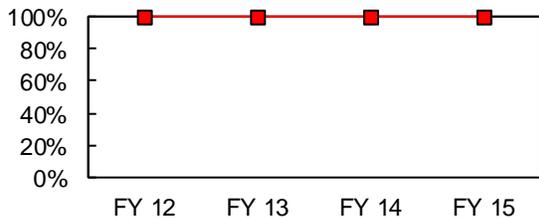
The first four performance measures are charted below .



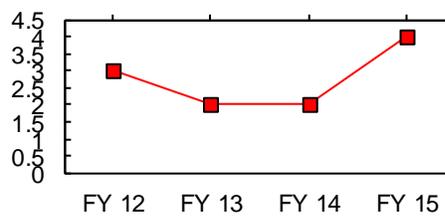
1. Number of emergency management annexes reviewed



3. Complete National Incident Management System (NIMS)



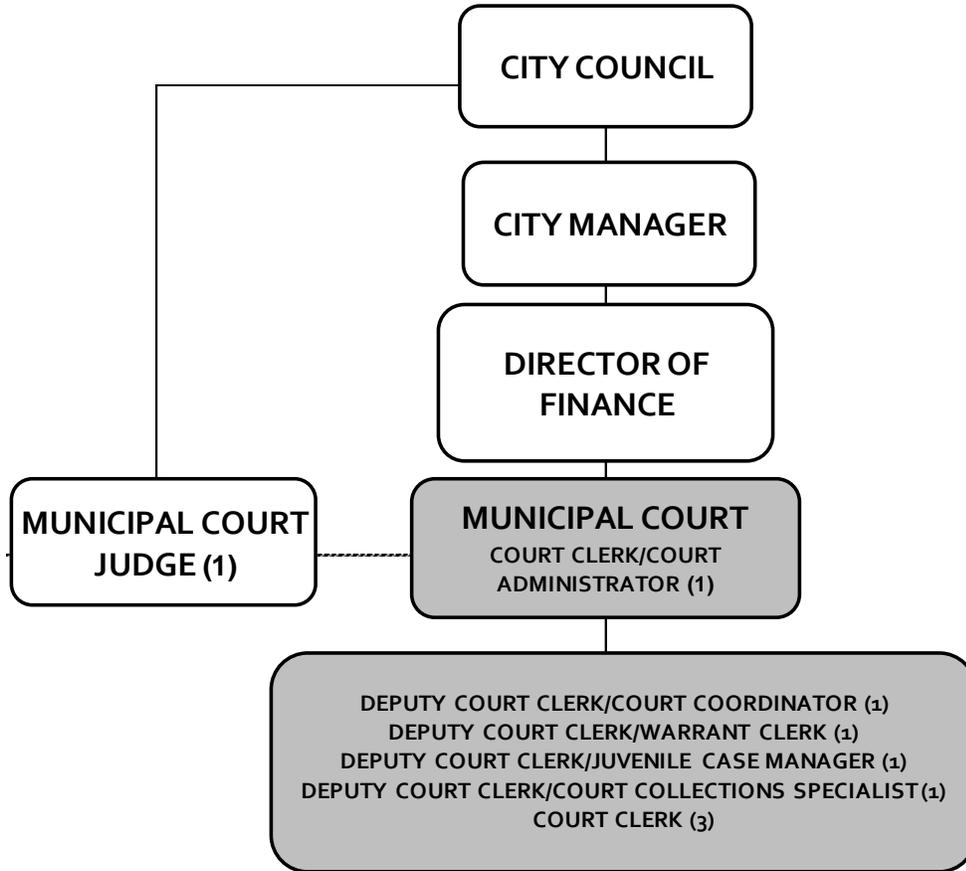
2. % of Emergency Management Plans reviewed.



4. EOC training and exercises

**GENERAL FUND (01)
- MUNICIPAL COURT -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	R	NUMBER OF EMPLOYEES			
			<i>FISCAL YEAR</i>			
<u>General</u>	L	A	12	13	14	15
<u>Department or Division</u>	A	N				
Municipal Court	S	G				
	S	E	12	13	14	15
Court Clerk/Court Administrator	2502	61	1	1	1	1
Deputy Court Clerk/Court Coordinator	2503	43	1	1	1	1
Deputy Court Clerk/Warrant Clerk	2505	41	1	1	1	1
Deputy Court Clerk/Juvenile Case Manager	2507	37	1	1	1	1
Deputy Court Clerk/Court Collections Specialist	2504	41	1	1	1	1
Deputy Court Clerk	2506	37	3	3	3	3
TOTALS:			<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>

**GENERAL FUND (01)
- MUNICIPAL COURT -**

BUDGET SUMMARY & DIVISION NARRATIVE

	ACTUAL FY2013	ADOPTED FY2014	ESTIMATED FY2014	ADOPTED FY2015
Personnel Services	\$ 445,223	\$ 488,057	\$ 463,107	\$ 486,381
Operations	49,633	51,038	51,038	51,038
Capital	-	-	-	-
TOTALS:	\$ 494,856	\$ 539,095	\$ 514,145	\$ 537,419

Mission Statement

The City of Haltom City Municipal Court is the Judicial Branch of City government. The court is organized into two sections, the Judiciary and Court Administration. The mission of the Judiciary is to conduct business separate and independent of the other two branches of government and in doing so, providing 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.

Description

This department provides administrative support to the judicial system by maintaining and issuing dockets, warrants, complaints, and subpoenas.

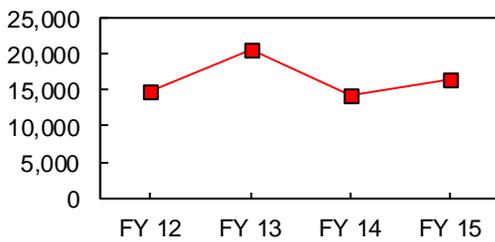
Goals and Objectives

- To continue to offer additional services defendant's can utilize to take care of tickets without having to appear in person thereby helping those without transportation.
- To reduce the number of outstanding warrants.
- To increase security within the court room.
- Increase enforcement by the Marshal on code enforcement violations issued.
- Increase court involvement in Traffic Safety.

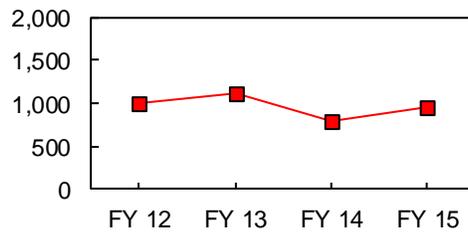
GENERAL FUND (01) - MUNICIPAL COURT - PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of traffic violations filed	14,932	20,541	14,202	16,558
2. Number of State law violations filed	3,622	5,780	3,891	4,431
3. Number of City ordinance violations filed	987	1,105	781	958
4. Number of parking violations filed	102	161	154	139
5. Total Number of violations filed	19,643	27,587	19,028	22,086
6. Number of warrants issued	9,032	13,774	11,500	11,435
7. Number of court cases set	7,817	10,684	9,804	9,435
8. % change in warrants cleared vs. warrants issued	6%	-15%	11%	6%

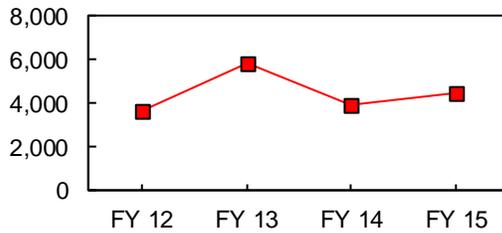
The first four performance measures are charted below.



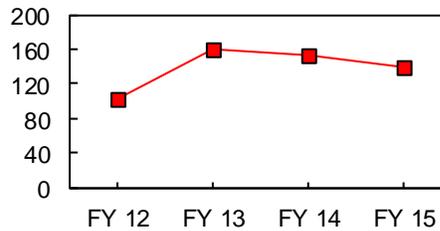
1. Number of traffic violations filed



3. Number of City ordinance violations filed



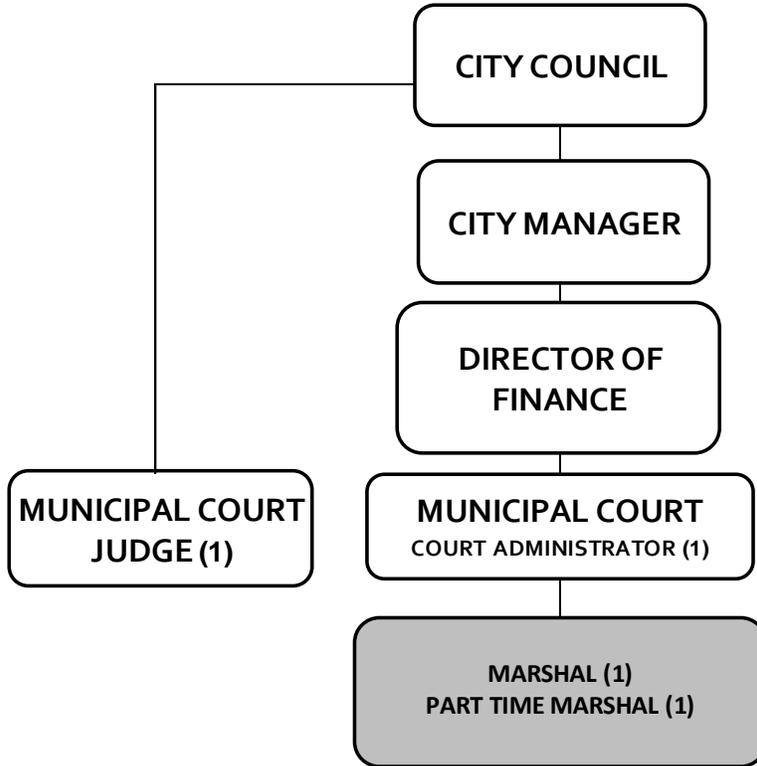
2. Number of State law violations filed



4. Number of parking violations filed

**GENERAL FUND (01)
- MARSHAL'S OFFICE -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	R	NUMBER OF EMPLOYEES			
			<i>FISCAL YEAR</i>			
<u>Department or Division</u>	A	N	12	13	14	15
General	L	A				
Municipal Court	S	G				
	S	E				
Marshal	2508	57	0	1	1	1
Part Time Marshal	2508	57	<u>3</u>	<u>1</u>	<u>1</u>	<u>1</u>
	TOTALS:		<u>3</u>	<u>2</u>	<u>2</u>	<u>2</u>

**GENERAL FUND (01)
- MARSHAL'S OFFICE -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 37,965	\$ 116,267	\$ 81,429	\$ 101,536
Operations	11,242	16,005	14,645	16,005
Capital	-	-	-	-
TOTALS:	<u><u>\$ 49,207</u></u>	<u><u>\$ 132,272</u></u>	<u><u>\$ 96,074</u></u>	<u><u>\$ 117,541</u></u>

Mission Statement

The Marshal's Office is charged with the execution and clearance of Haltom City Municipal Court Arrest Warrants and the service of other Municipal Court documents. The Marshal's Office also provides for the security and protection of the Municipal Court and court staff.

Description

This department provides court security and warrant service for the Municipal Court.

Goals and Objectives

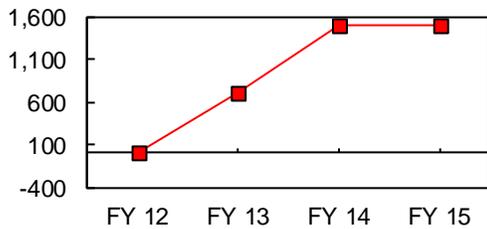
- To reduce the number of outstanding warrants.
- To increase compliance with the Judge's orders.
- To increase security and safety in the court room and court offices

GENERAL FUND (01) - MARSHAL'S OFFICE -

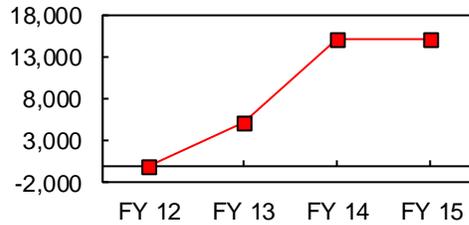
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Total warrants cleared by Marshals	N/A	700	1,500	1,500
2. Total arrests made	N/A	40	200	200
3. Total phone calls made	N/A	5,000	15,000	15,000
4. Total door hangers	N/A	300	2000	2000

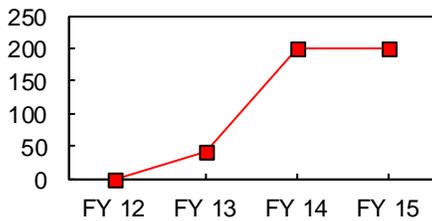
The first four performance measures are charted below.



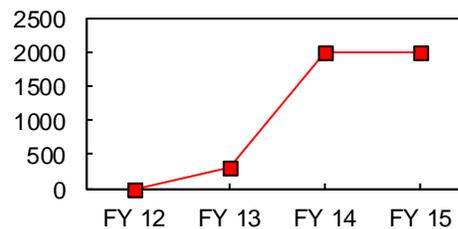
1. Total warrants cleared by Marshals



3. Total phone calls made



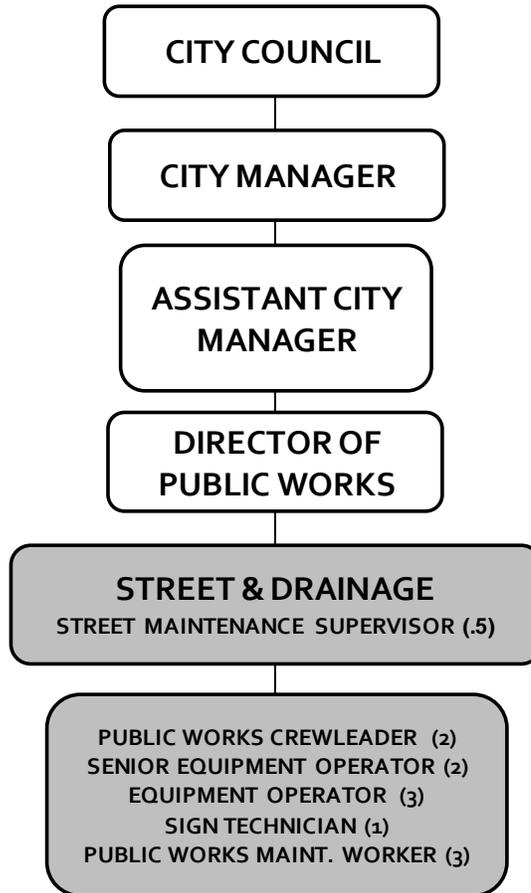
2. Total arrests made



4. Total door hangers

**GENERAL FUND (01)
- STREET & DRAINAGE -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	G	NUMBER OF EMPLOYEES			
			<i>FISCAL YEAR</i>			
General	L	R	12	13	14	15
<u>Department or Division</u>	A	A				
Street & Drainage	S	D				
	S	E	12	13	14	15
* Street Maintenance Supervisor	2901	62	0.5	0.5	0.5	0.5
Public Works Crewleader	2905	48	1	1	2	2
Senior Equipment Operator	2906	43	3	3	2	2
Equipment Operator	2910	40	3	3	3	3
Sign Technician	2909	40	1	1	1	1
Public Works Maintenance Worker	2911	36	6	6	3	3
TOTALS:			<u>14.5</u>	<u>14.5</u>	<u>11.5</u>	<u>11.5</u>

*Street Maintenance Supervisor costs are shared with Drainage Maintenance Division (45-331).

**GENERAL FUND (01)
- STREET & DRAINAGE -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 651,844	\$ 631,794	\$ 602,338	\$ 619,523
Operations	235,589	277,614	296,374	275,294
Capital	-	-	-	-
TOTALS:	<u>\$ 887,433</u>	<u>\$ 909,408</u>	<u>\$ 898,712</u>	<u>\$ 894,817</u>

Mission Statement

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

Description

The Street Division provides for the repair and maintenance on all streets, severe weather response, street sweeping, crack sealing, sign replacement and repair, pavement marking, and sidewalk repair.

Goals and Objectives

To perform the services of:

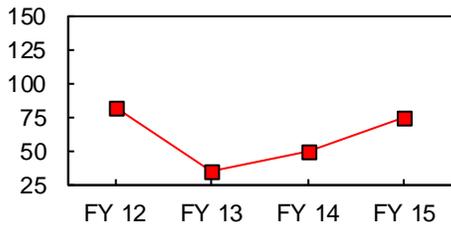
- Street maintenance.
- Utility cut repair.
- Tree trimming and drainage maintenance.
- Street sweeping.
- Clearing and mowing of right-of-ways.
- Traffic signal maintenance.
- Mosquito control program.

GENERAL FUND (01) - STREET & DRAINAGE -

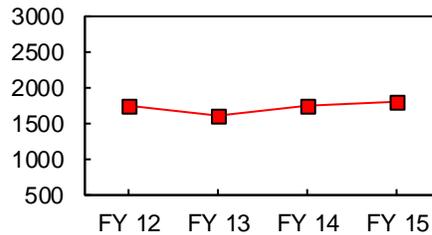
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of blocks crack-sealed	81	35	50	75
2. Tons of asphalt utilized in patching projects	1,370	1,444	1,500	1,500
3. Number of curb miles swept	1,749	1,604	1,750	1,800
4. Square yards milled and overlaid	57,776	0	21,131	25,000

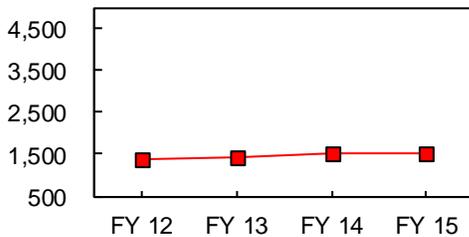
The first four performance measures are charted below .



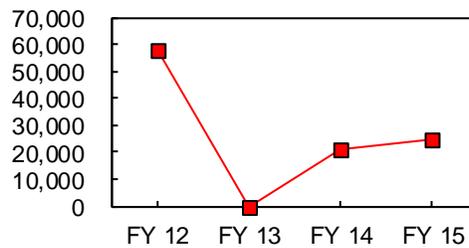
1. Number of blocks crack-sealed



3. Number of curb miles swept



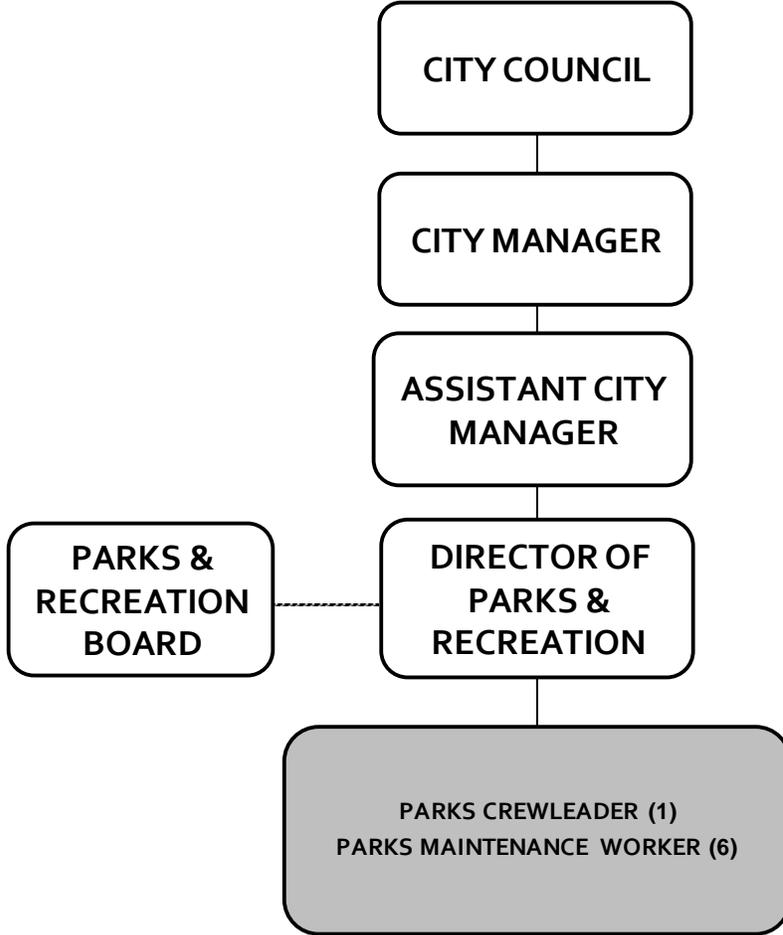
2. Tons of asphalt utilized in patching projects



4. Square yards milled and overlaid

**GENERAL FUND (01)
- PARKS MAINTENANCE -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	R	NUMBER OF EMPLOYEES			
			<i>FISCAL YEAR</i>			
<u>Department or Division</u>	A	N	12	13	14	15
General	L	A				
Parks Maintenance	S	G				
	S	E				
Parks Crewleader	1701	47	1	1	1	1
Irrigation Specialist	1703	36	1	1	1	1
Parks Maintenance Worker	1706	36	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>
			<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>
		TOTALS:	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>

GENERAL FUND (01)
- PARK MAINTENANCE -

BUDGET SUMMARY & DIVISION NARRATIVE

	ACTUAL FY2013	ADOPTED FY2014	ESTIMATED FY2014	ADOPTED FY2015
Personnel Services	\$ 285,559	\$ 383,882	\$ 442,233	\$ 390,082
Operations	177,530	186,020	186,020	186,020
Capital	-	-	-	-
TOTALS:	\$ 463,089	\$ 569,902	\$ 628,253	\$ 576,102

Mission Statement

It is the mission of the Parks Maintenance Division to provide Haltom City citizens with safe, attractive parks and open space areas that promote participation in a wide range of recreational activities by maintaining the highest level of park services and maintenance and to improve the image of Haltom City through attractive landscaping in high visibility areas.

Description

The Parks Maintenance Division is responsible for the planning, development, landscaping, irrigation, maintenance, and operation of all parkland, park facilities, related infrastructure, City facilities grounds, City entrances, designated medians, and right-of-ways. Parks Maintenance is also responsible for the preparation and upkeep of the City's athletic fields, which includes soil maintenance, aeration, watering, chemical applications, dragging of the infields, and chalking lines. Additionally, Parks Maintenance employees assist in the set up and take down of all special events sponsored by the City.

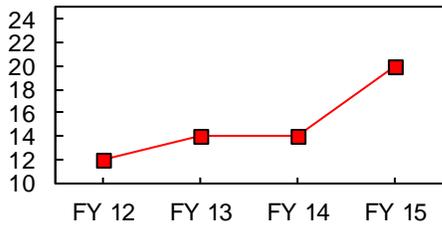
Goals and Objectives

- To make the parks and all City properties aesthetically pleasing in order to help promote Haltom City's motto-"A place to call home".
- To maximize and utilize all current park land by adding amenities that will provide additional services and new spaces for residents of all ages to enjoy.
- To keep athletic fields in proper playing condition, not only for City-sponsored leagues, but also for local youth associations including Pee Wee Football, Boys Baseball, and Girls Softball.
- To continue the revitalization of City parks and facilities, to manicure parks and other City properties, and to promote and facilitate the recreation of citizens by providing well-maintained and functional parks.
- To enhance the aesthetics of the City by landscaping existing and new facilities and maintaining and improving the City entrances and medians.

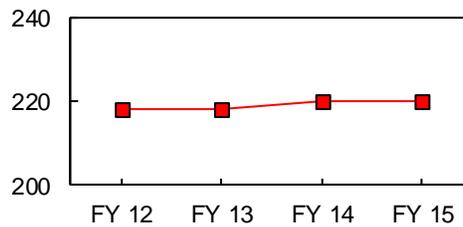
GENERAL FUND (01) - PARK MAINTENANCE - PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of landscape facilities maintained	12	14	14	20
2. Number of landscape irrigation systems maintained	87	90	93	96
3. Park acreage maintained	218	218	220	220
4. Landscape acreage maintained	41	41	51	51
5. Number of athletic fields maintained	7	8	8	8
6. Total number of pieces of playground equipment maintained	39	41	43	43
7. Total number of City parks	11	11	12	12

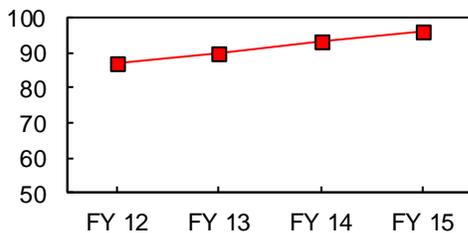
The first four performance measures are charted below .



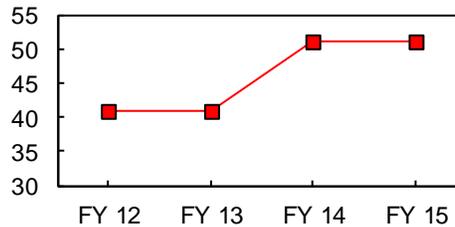
1. Number of landscape facilities maintained



3. Park acreage maintained



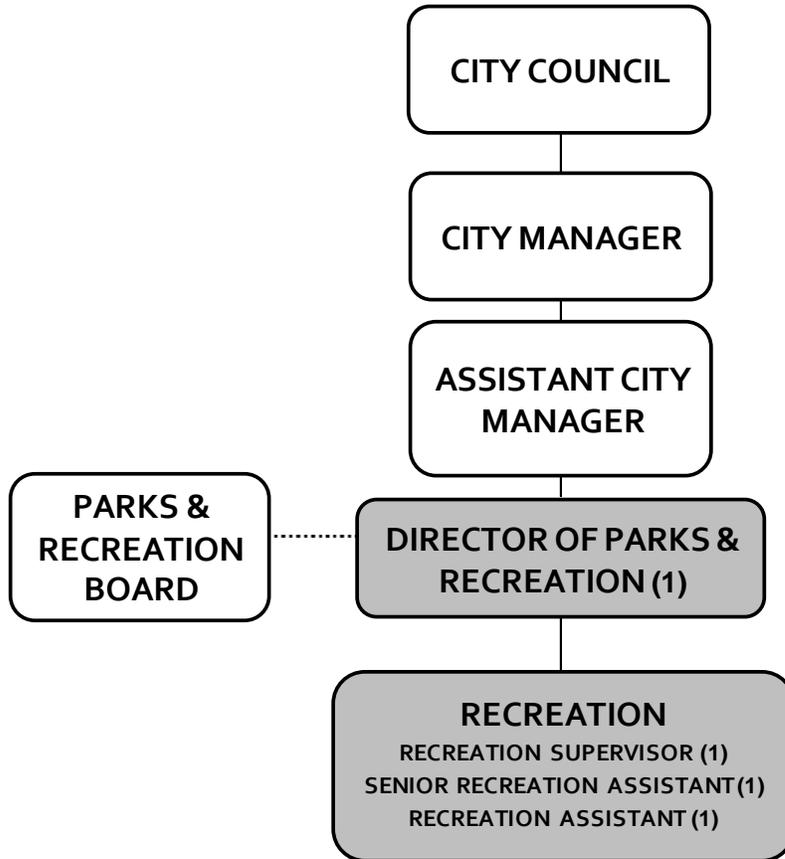
2. Number of landscape irrigation systems maintained



4. Landscape acreage maintained

**GENERAL FUND (01)
- RECREATION -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	R	NUMBER OF EMPLOYEES			
			<i>FISCAL YEAR</i>			
<u>General</u>	L	A	12	13	14	15
<u>Department or Division</u>	A	N				
Recreation	S	G				
	S	E				
Director of Parks & Recreation	1601	85	1	1	1	1
Recreation Supervisor	1602	54	1	1	1	1
Senior Recreation Assistant	1604	41	1	1	1	1
Recreation Assistant	1605	36	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>
	TOTALS:		<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>

**GENERAL FUND (01)
- RECREATION -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 290,499	\$ 285,617	\$ 287,311	\$ 289,960
Operations	4,857	5,266	7,583	4,810
Capital	-	-	-	-
TOTALS:	<u><u>\$ 295,356</u></u>	<u><u>\$ 290,883</u></u>	<u><u>\$ 294,894</u></u>	<u><u>\$ 294,770</u></u>

Mission Statement

The Recreation Division is dedicated to providing citizens the facilities and recreational programs, sports leagues, and classes that will encourage family fitness, entertainment, cultural awareness, and a positive learning experience.

Description

The Recreation Division is responsible for planning, scheduling, promoting, and implementing a wide variety of recreational programs for citizens of all ages. These include adult and youth athletics, recreation classes, special events, and community activities.

Goals and Objectives

It is the goal of the Recreation Division to provide the citizens of Haltom City with a wide variety of recreational activities to meet the needs of a diverse and economic population segment by utilizing the facilities available to the citizens.

The objectives of the division are:

- To increase citizen awareness of programs and activities.
- To improve the quality of recreational programs and classes.
- To implement programs and activities for teens and school age children.
- To improve the summer activities program.
- To provide enjoyable special events for residents.
- To provide recreational athletic leagues for youth and adults.

GENERAL FUND (01) - RECREATION -

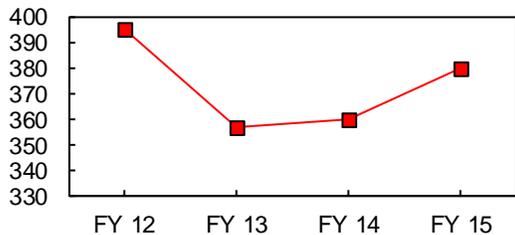
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Average Daily Attendance	395	357	360	380
2. Total Shelter Reservations Made	131	181	192	200
3. Total Room Rentals Made*	277	249	258	265
4. Total Fitness Memberships	1,376	1,369	1,444	1,470
5. Total Sports Participants**	2,688	2,322	2,850	3,200

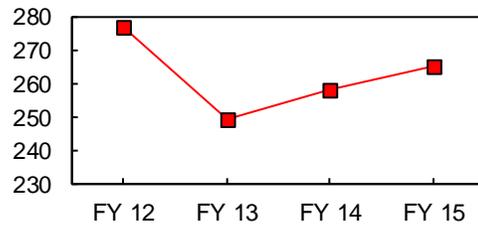
*New classes and childcare services have been added and decrease availability for rentals.

**Marked drop-off in sports participation in neighboring cities. With expansion of Little Fossil and our youth soccer program, we expect a big boost in sports participation in 2015.

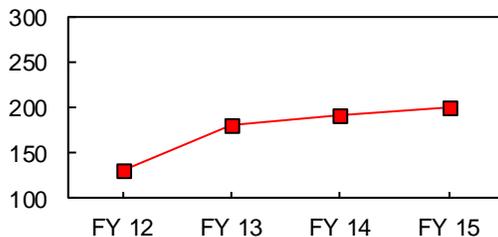
The first four performance measures are charted below



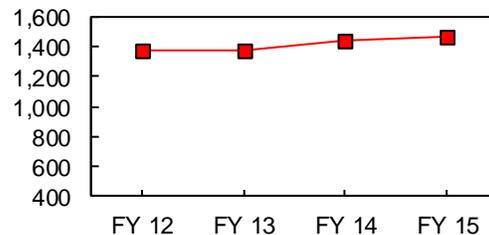
1. Average Daily Attendance



3. Total Room Rentals Made*



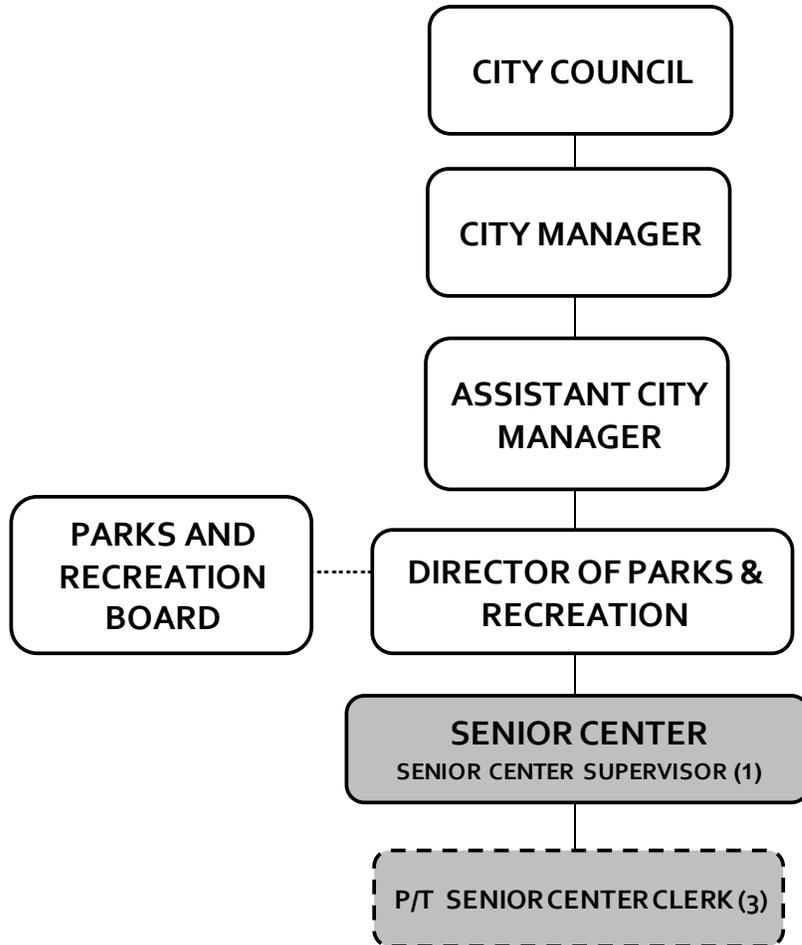
2. Total Shelter Reservations Made



4. Total Fitness Memberships

**GENERAL FUND (01)
- SENIOR CENTER -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	R	NUMBER			
			OF			
<u>Department or Division</u>	L	A	<u>EMPLOYEES</u>			
Senior Center	A	N	<i>FISCAL YEAR</i>			
	S	G	12	13	14	15
Senior Center Supervisor	1603	58	1	1	1	1
Senior Center Part-Time Clerk	PT		<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>
	TOTALS:		<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>

**GENERAL FUND (01)
- SENIOR CENTER -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 92,454	\$ 97,822	\$ 96,521	\$ 98,751
Operations	20,516	21,899	21,865	21,899
Capital	-	-	-	-
TOTALS:	<u><u>\$ 112,970</u></u>	<u><u>\$ 119,721</u></u>	<u><u>\$ 118,386</u></u>	<u><u>\$ 120,650</u></u>

Mission Statement

Helping adults build a brighter future for themselves and their community by enabling them to live independently with dignity.

Description

Activities for health and well-being include daily hot lunches, health screening, health and nutrition education, physical fitness, information and referral services, volunteer opportunities, recreation and creative arts.

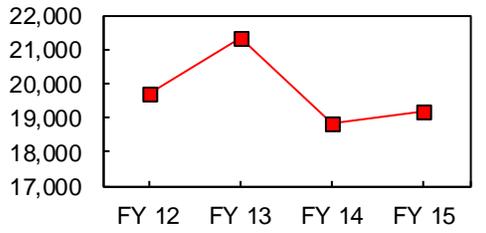
Goals and Objectives

- To increase awareness of the programs and services.
- To improve the quality of programs and classes.
- To increase rider-ship for the transportation to the Senior Center.
- To provide seniors the opportunity for group tours and day trips.
- To provide special events for senior adults.
- To maximize participation at the Senior Center.

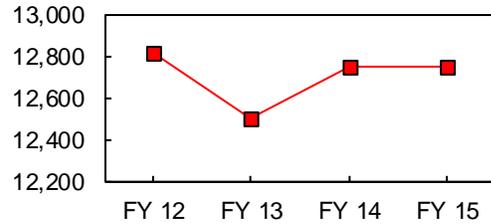
GENERAL FUND (01) - SENIOR CENTER -

PERFORMANCE MEASURES

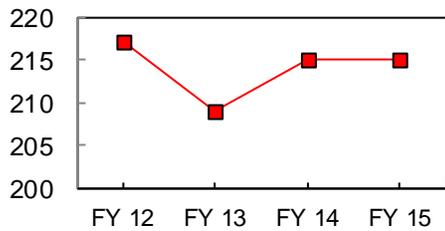
<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Total number of meals served	19,730	21,348	18,840	19,200
2. Total number of volunteers	217	209	215	215
3. Total number of volunteer hours	12,819	12,500	12,750	12,750
4. Average Daily Attendance	88	89	95	100



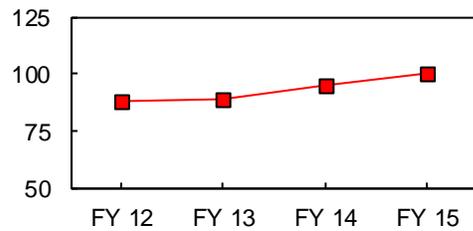
1. Total number of meals served



3. Total number of volunteer hours



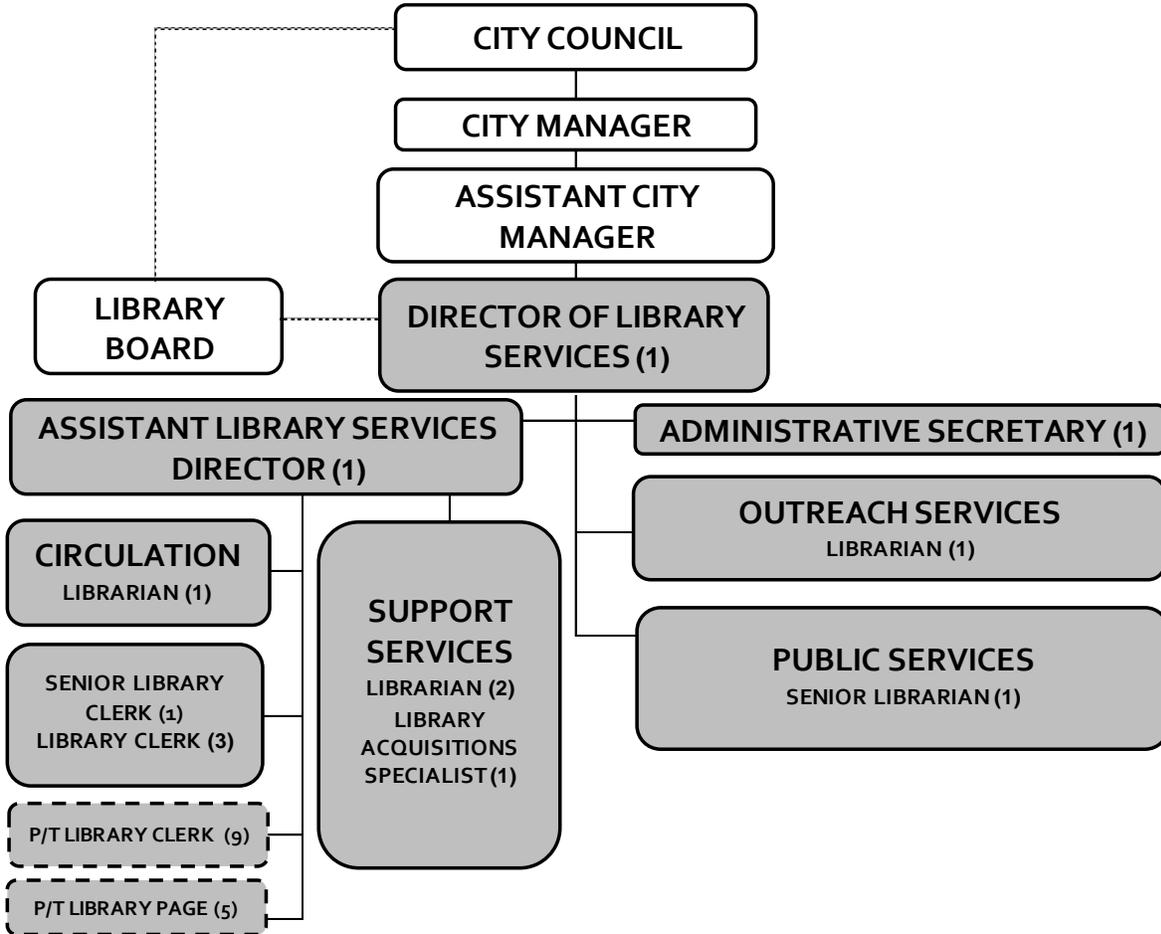
2. Total number of volunteers



4. Average Daily Attendance

**GENERAL FUND (01)
- LIBRARY -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	R	NUMBER OF EMPLOYEES			
			<i>FISCAL YEAR</i>			
<u>Department or Division</u>	L	A	12	13	14	15
Library	S	G				
	S	E				
Director of Library Services	1501	77	1	1	1	1
Assistant Library Services Director	1502	67	1	1	1	1
Senior Librarian	1503	60	1	1	1	1
Librarian	1504	54	4	4	4	4
Library Acquisitions Specialist	1505	46	1	1	1	1
Administrative Secretary	2003	41	1	1	1	1
Senior Library Clerk	1507	38	1	1	1	1
Library Clerk	1506	34	3	3	3	3
P/T Library Clerk			7	9	9	9
P/T Library Page			5	5	5	5
TOTALS:			<u>25</u>	<u>27</u>	<u>27</u>	<u>27</u>

**GENERAL FUND (01)
- LIBRARY -**

BUDGET SUMMARY & DIVISION NARRATIVE

	ACTUAL FY2013	ADOPTED FY2014	ESTIMATED FY2014	ADOPTED FY2015
Personnel Services	\$ 886,543	\$ 969,125	\$ 958,868	\$ 958,716
Operations	232,450	222,209	222,209	222,209
Capital	-	-	-	-
TOTALS:	<u>\$ 1,118,993</u>	<u>\$ 1,191,334</u>	<u>\$ 1,181,077</u>	<u>\$ 1,180,925</u>

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.

Description

The Haltom City Public Library is a service-based division of the City designed to provide library materials, programs and services to enhance the educational, informational, recreational and civic life of residents of the community. In conjunction with neighboring community public libraries, the library serves as part of a network of libraries ensuring that the library service needs of the Northeast Tarrant County community are being met. The library develops resources, information/reference services, programs of interest to all age groups and works with all City Departments to enhance opportunities available to all citizens.

Goals and Objectives

The Haltom City Public Library exists to serve the library needs of the greater community through:

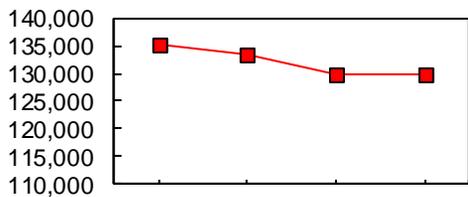
- Providing a facility that is a destination hub for the community (for resources and meeting spaces)
- Continuing to provide and improve access to information, education and leisure learning (in-house & remote)
- Providing state of the art library services and programming to users of all ages to explore personal growth
- Becoming a cornerstone for City municipal buildings/complex

GENERAL FUND (01) - LIBRARY -

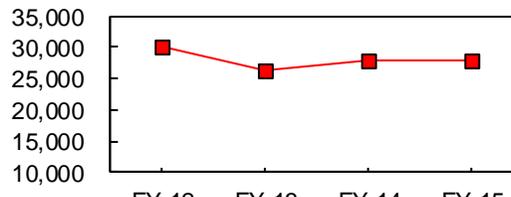
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of persons entering the Library	135,114	133,375	130,000	130,000
2. Number of materials circulated	397,974	358,291	375,000	375,000
3. Total program attendance	30,067	26,361	28,000	28,000
4. Total number of reference/research contacts	24,963	14,743	14,000	14,000
5. Total number of computer/technical assistance	21,593	18,081	18,000	18,000
6. Database usage	185,669	185,232	188,000	188,000
7. Total number of homebound	475	418	450	450
8. Exams proctored	62	80	90	90

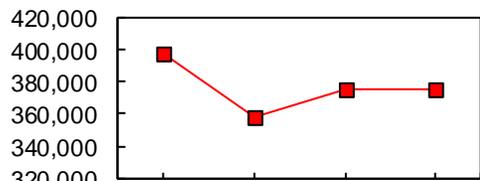
The first four performance measures are charted below .



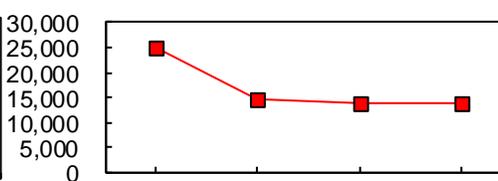
1. Number of persons entering the Library



3. Total program attendance



2. Number of materials circulated



4. Total number of reference/research contacts

**GENERAL FUND (01)
- NON-DEPARTMENTAL -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 280,656	\$ 228,337	\$ 228,337	\$ 259,500
Operations	1,159,995	1,143,977	1,143,977	2,277,977
Capital	-	-	-	-
TOTALS:	<u>\$ 1,440,651</u>	<u>\$ 1,372,314</u>	<u>\$ 1,372,314</u>	<u>\$ 2,537,477</u>

Mission Statement

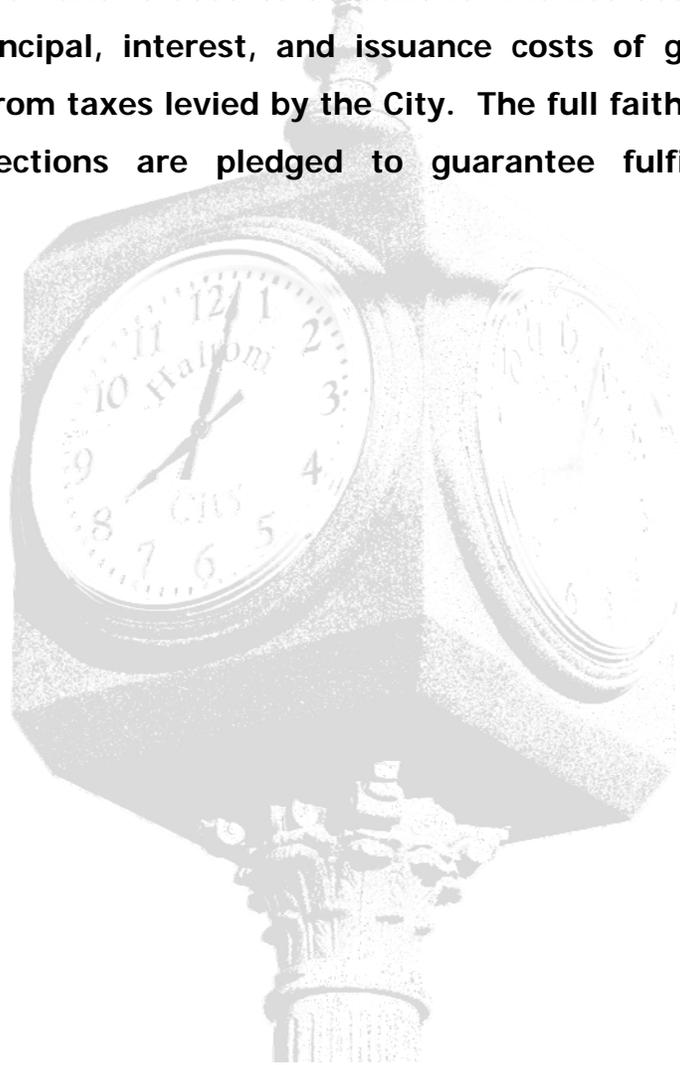
The mission of the General Fund/Non-Departmental is to manage and provide prudent oversight of the City's insurance, utilities, and other activities and expenses not specifically attributed to another department.

Description

This division accounts for items that are not generally attributed to any one division. Items such as insurance and utilities are included.

DEBT SERVICE FUND

The Debt Service Fund is used to account for monies accumulated for the payment of principal, interest, and issuance costs of general long-term liabilities paid from taxes levied by the City. The full faith and credit of the City's tax collections are pledged to guarantee fulfillment of these obligations.

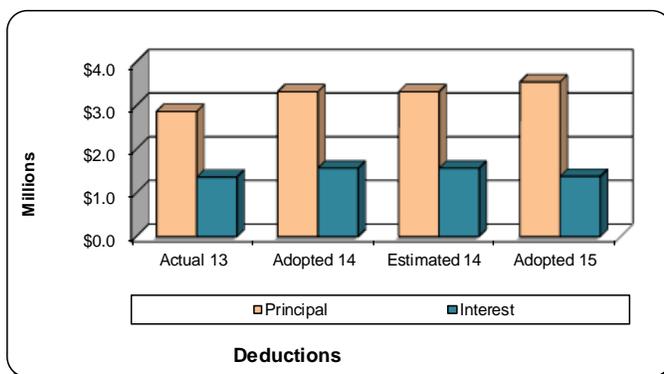


**DEBT SERVICE FUND
BUDGET SUMMARY**

FUND 05

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$443,695	\$357,078	\$399,528	\$191,998
Receipts:				
Property Tax Revenue	3,281,196	3,511,281	3,495,832	3,645,408
Penalty & Interest	47,659	29,000	48,043	48,043
Interest revenue	3,778	5,816	5,816	5,816
Transfer from Economic Dev. Fund	0	369,175	369,175	368,125
Transfer from CCPD Fund	0	131,478	131,478	131,895
Transfer from Oil and Gas	270,585	556,817	556,817	550,200
Transfer from Water/Sewer	62,031	62,063	62,063	62,068
Bond Proceeds	0	0	0	0
Premium on bond issuance	0	0	0	0
Other	515,243	0	0	0
Total Receipts	4,180,492	4,665,630	4,669,224	4,811,555
Funds Available	4,624,187	5,022,708	5,068,752	5,003,553
Deductions:				
Principal retirement	2,865,000	3,315,000	3,315,000	3,540,000
Interest	1,358,657	1,561,754	1,561,754	1,375,614
Bond Issuance Costs	0	0	0	0
Refunded Escrow Bond Payment	0	0	0	0
Other	1,002	0	0	0
Total Deductions	4,224,659	4,876,754	4,876,754	4,915,614
Fund Balance, Ending	\$399,528	\$145,954	\$191,998	\$87,939

This fund tracks the activity of debt service payments for long term debt that has been issued to purchase major pieces of equipment, building improvements, and other similar items that cannot be purchased on a cash basis.



DEBT SERVICE FUND (05) BUDGET SUMMARY & FUND NARRATIVE

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
<u>REVENUES</u>				
Tax Revenues	\$3,328,855	\$3,540,281	\$3,543,875	\$3,693,451
Interest Income	3,778	5,816	5,816	5,816
Other Income	847,859	1,119,533	1,119,533	1,112,288
TOTALS:	\$4,180,492	\$4,665,630	\$4,669,224	\$4,811,555
<u>EXPENDITURES</u>				
Principal	\$2,865,000	\$3,315,000	\$3,315,000	\$3,540,000
Interest	1,358,657	1,561,754	1,561,754	1,375,614
Other	1,002			
TOTALS:	\$4,224,659	\$4,876,754	\$4,876,754	\$4,915,614

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 interest earned within the Debt Service Fund. Revenue bonds are retired from net revenues of the Water and Sewer Fund. Certificates of Obligation and Tax Notes relating in part to the Economic Development Corporation and the Crime Control & Prevention District are retired through sales taxes. Certificates of Obligation issued for drainage improvements are retired with net revenues of the Drainage Utility or from the property tax rate.

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 2 years by policy. In practice, assets financed with debt needs to have a useful life of more than 3 years. Debt may be issued for the purposes of purchasing land or right-of-way and/or improvements to land, for construction projects to provide for the general good, or for capital equipment.

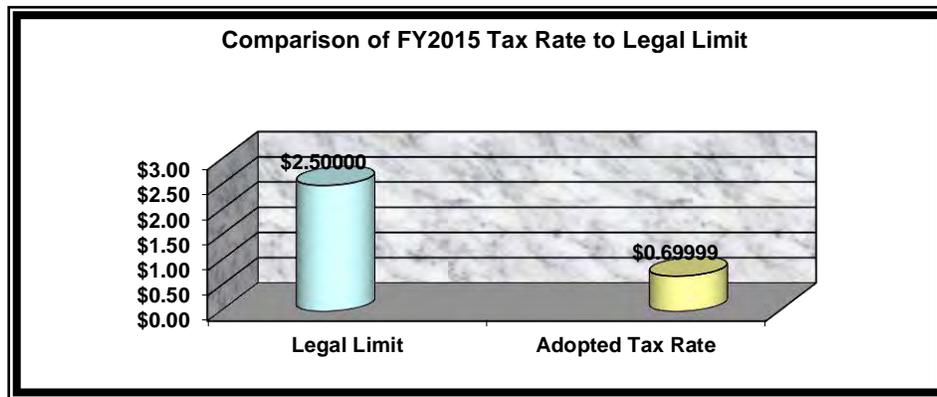
The ordinances authorizing the issuance of the Combination Tax and Revenue Refunding Bonds and the Public Property Finance Contractual Obligations require that the City's ad valorem tax revenues and charges for services be enough to generate net revenues sufficient to provide for the payment of the debt service requirements of the bonds issued. The City is in compliance with all requirements of the ordinances for the year ended September 30, 2014.

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 chart below displays the relationship of the City's adopted total tax rate of \$0.69999 in relation to the legal limit of \$2.50. The City's current tax rate is 28% of the legal limit.



The Debt Management Policy of the City limits the total annual tax-supported debt service to no more than 25% of General Fund spending. The adopted debt service budget of \$4,915,614 includes \$3,851,939 of debt supported by property taxes. The tax supported debt is the equivalent of 15.9% of General Fund expenditures, well within the current policy.

In November 2010, voters authorized the City to issue \$21,208,000 of general obligation bonds. Voters approved the issuance with the knowledge that the debt service portion of the tax rate could increase from the \$0.2005 per \$100 of net taxable value to as much as \$0.26 per \$100. The use of the proceeds is as follows:

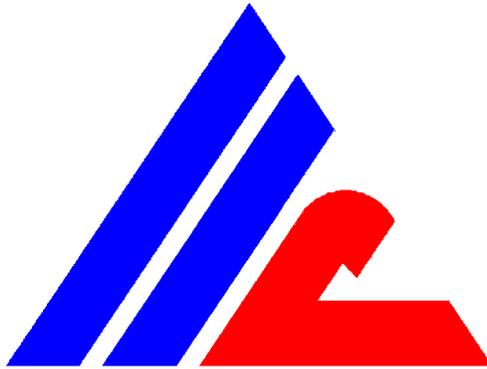
Street Improvements	\$12,153,000
Parks Improvements	5,400,000
Replacement of Fire Station #2	3,655,000

The first series of the General Obligation Bonds, totaling \$7,655,000, was sold in April, 2011. The debt service tax rate is increasing to \$0.21 per \$100 to service the new principal and interest requirements. The second issue of \$3 million was sold in April 2013. In April, 2014 totals \$2,165,000 was issued. The remaining \$8.388 million is planned to be issued serially through FY2020.

For FY2015, the City will issue Tax Notes and General Obligation Bonds. The issuance will be in around October 2014 and in April 2015. The total amount will be determined based on the capital improvement projects.

The Fund Balance of the Debt Service Fund is projected to be \$87,939 at September 30, 2015. This reflects a decrease of \$104,059 from the estimated FY2014 balance of \$191,998. Policy requires a positive fund balance sufficient, when coupled with transfers and tax collections, to make the principal and interest payments due in February.

The City's debt model for FY2015 is included on the following pages.



A Place to Call Home



HALTOM CITY

TEXAS

Annual Budget 2015

**City of Haltom City
Fiscal Year 2015 Debt Model**

General Fund								
Fiscal Year Ending 9/30	GO Bonds Series 2006	GO Refunding Series 2006	CO's Series 2007	GO Refunding Series 2008	CO's Series 2008	GO Refunding Series 2010	CO's Series 2011	GO Bonds Series 2011
2015	147,000	209,936	302,098	428,955	440,761	319,200	423,636	69,050
2016	143,000	208,312	304,688	412,563	490,251	308,850	423,480	67,850
2017	139,000	211,400	306,888	391,391	507,810	297,950	428,043	32,000
2018	135,000	209,200	303,795	375,439	509,404	285,875	427,324	31,500
2019	131,000	206,808	300,508		505,461	224,050	446,043	30,938
2020	127,000	214,032	301,928		530,446	213,125	449,105	30,250
2021	123,000		302,958		529,251	206,300	446,886	29,500
2022	143,500		303,598		527,413	188,700	694,699	28,750
2023	138,500		303,848		524,931		697,261	27,938
2024	143,300		303,708		521,806		699,074	27,063
2025	142,800		303,178		522,930		699,493	26,219
2026			302,258		528,089		699,028	25,406
2027			305,850		522,390		698,040	
2028					520,940		700,618	
2029							701,615	
2030							696,088	
2031							698,880	
2032							699,899	
2033								
Total	1,513,100	1,259,688	3,945,298	1,608,348	7,181,883	2,044,050	10,729,212	426,464

Water & Sewer Utility Fund								
Fiscal Year Ending 9/30	CO's Series 2006	CO's Series 2007	GO Refunding Series 2008	CO's Series 2008	G O Ref Series 2009	CO's Series 2010	GO Refunding Series 2010	GO Refunding Series 2012
2015	182,500	63,790	242,050	101,225	615,934	93,925	245,700	148,750
2016	182,800	62,230	230,656	103,758	613,899	93,925	236,550	141,300
2017	182,900	60,670	224,335	101,184	616,315	93,925	227,000	138,900
2018	182,800	59,110	213,087	103,503	613,182	93,925	216,575	135,900
2019	182,500	62,453		100,714	614,499	93,925	205,800	132,300
2020	182,000	60,698		102,819		265,863	195,175	128,700
2021	181,300	63,845		104,708		264,200	188,700	120,175
2022	185,300	61,895		106,384		266,800		116,725
2023	184,000	59,945		107,844		269,000		
2024	182,500	62,898		109,091		265,900		
2025	185,700	60,753		110,122		267,500		
2026	183,600	63,510		106,047		268,700		
2027		61,170		106,864		264,600		
2028				112,360		265,200		
2029						265,400		
2030						265,200		
2031								
2032								
2033								
Total	2,197,900	802,967	910,128	1,476,623	3,073,829	3,397,988	1,515,500	1,062,750

CO's Series 2012	GO Bonds Series 2013	CO's Series 2013	Tax Notes Series 2013	GO Refunding Series 2013	GO Refunding Series 2014	GO Bonds Series 2014	Tax Notes Series 2014	Total
170,500	195,719	89,613	203,063	548,432	75,382	135,741	92,854	3,851,939
162,350	192,219	86,988	198,438	533,413	70,498	138,878	92,538	3,834,313
159,250	188,719	84,363	154,313	518,509	69,310	136,369	91,638	3,716,949
47,025	185,219	86,650	150,688	498,776	68,122	133,859	95,594	3,543,469
45,675	181,719	78,938	82,875	499,044	66,934	131,350		2,931,340
	183,131	76,313	75,938	489,197	65,746	128,840		2,885,050
	184,369			543,605	64,558	126,331		2,556,758
	185,431			522,384	63,370	123,821		2,781,666
	186,319			501,392	62,182	121,312		2,563,682
	226,331			480,629	60,994	118,802		2,581,707
	225,469			455,153	54,860	116,293		2,546,393
	229,794				53,780	113,783		1,952,137
	229,203				52,700	111,274		1,919,456
	228,344				51,620	108,764		1,610,285
	232,125				50,540	106,255		1,090,535
	230,544							926,631
	228,669							927,549
	231,413							931,311
	223,850							223,850
584,800	3,968,587	502,865	865,315	5,590,534	930,596	1,851,672	372,624	43,375,020

CO's Series 2012	GO Refunding Series 2014	Total
197,475	30,940	1,922,288
194,975	30,434	1,890,527
197,425	30,326	1,872,980
194,175	30,218	1,842,474
195,200	198,274	1,785,664
196,075	224,170	1,355,499
196,800	214,796	1,334,524
192,450	210,476	1,140,030
193,588	201,210	1,015,587
195,156	192,052	1,007,596
196,413		820,487
192,413		814,269
193,185		625,819
193,663		571,222
193,874		459,274
193,815		459,015
193,475		193,475
192,850		192,850
3,503,007	1,362,896	19,303,580

Storm Drainage Utility Fund			
Fiscal Year Ending 9/30	CO's Series 2006	GO Refunding Series 2014	Total
2015	79,800	198,722	278,522
2016	77,800	201,450	279,250
2017	80,700	202,832	283,532
2018	78,500	199,160	277,660
2019	81,200	205,380	286,580
2020	78,800	206,438	285,238
2021	81,300	197,496	278,796
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
2027			
2028			
2029			
2030			
2031			
2032			
2033			
Total	971,800	2,162,366	3,134,166

**City of Haltom City
Fiscal Year 2015 Debt Model**

Oil and Gas					
Fiscal Year	CO's	CO's	CO's	Tax Notes	
Ending 9/30	Series 2011	Series 2012	Series 2013	Series 2013	Total
2015	202,700	59,550	117,325	170,625	550,200
2016	130,000	58,550	115,225	166,875	470,650
2017	128,000	57,550	118,038	163,125	466,713
2018	126,000	56,300	115,763	159,375	457,438
2019	123,750	54,800	123,313	155,625	457,488
2020	121,000	48,375	145,250	151,875	466,500
2021	118,000	47,025	141,750		306,775
2022	115,000	45,675	138,250		298,925
2023	111,750		134,750		246,500
2024	108,250		131,250		239,500
2025	104,875		127,750		232,625
2026	101,625		124,500		226,125
2027			121,438		121,438
2028			118,313		118,313
2029			115,125		115,125
2030			111,875		111,875
2031			108,563		108,563
2032			105,188		105,188
2033			101,750		101,750
Total	1,490,950	427,825	2,315,416	967,500	5,201,691

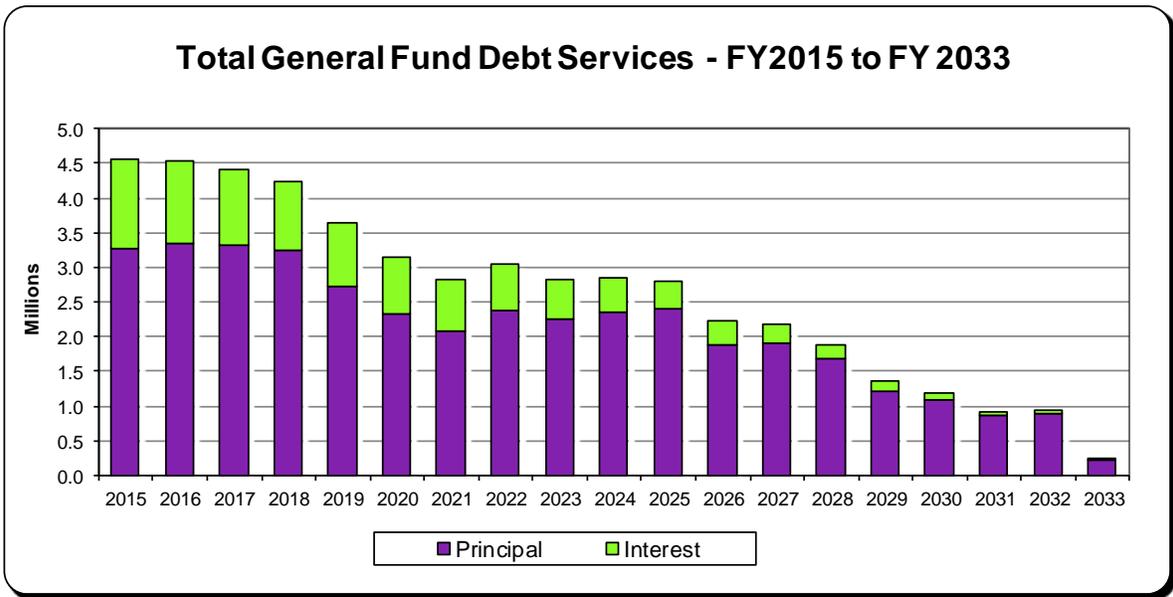
EDC				
Fiscal Year	CO's	GO Refunding	GO Refunding	
Ending 9/30	Series 2006	Series 2010	Series 2012	Total
2015	71,900	96,025	200,200	368,125
2016	70,100	94,425	207,400	371,925
2017	73,200	97,563	204,500	375,263
2018	71,200	95,225	205,800	372,225
2019	74,100	97,600	201,300	373,000
2020	71,900	99,825	206,650	378,375
2021	74,600	86,700	206,775	368,075
2022	72,200		206,750	278,950
2023	74,700		206,575	281,275
2024	72,100		206,250	278,350
2025	74,400		210,700	285,100
2026	76,500		209,925	286,425
2027			209,000	209,000
2028			203,000	203,000
2029				
2030				
2031				
2032				
2033				
Total	876,900	667,363	2,884,825	4,429,088

Crime District	
Fiscal Year	CO's
Ending 9/30	Series 2007
2015	131,895
2016	127,215
2017	127,438
2018	
2019	
2020	
2021	
2022	
2023	
2024	
2025	
2026	
2027	
2028	
2029	
2030	
2031	
2032	
2033	
Total	386,548

**City of Haltom City
Fiscal Year 2015 Debt Service Schedules**

Current Bonded Debt Service FY 2015				Funding Source						
Series	Principal	Interest	Total	General Fund	Water & Sewer	Drainage Utility	Economic Dev	Oil & Gas	Crime District	Total
2006 GO	\$100,000	\$47,000	\$147,000	\$147,000						\$147,000
2006 CO	210,000	124,200	334,200		182,500	79,800	71,900			334,200
2006 GO & Refunding	170,000	39,936	209,936	209,936						209,936
2007 CO	345,000	152,783	497,783	302,098	63,790		131,895			497,783
2008 GO & Refunding	610,000	61,005	671,005	428,955					242,050	671,005
2008 CO	270,000	271,986	541,986	440,761	101,225					541,986
2009 GO & Refunding	535,000	80,934	615,934	615,934						615,934
2010 CO	-	93,925	93,925	93,925						93,925
2010 GO & Refunding	560,000	100,925	660,925	319,200	245,700		96,025			660,925
2011 GO	135,000	288,636	423,636	423,636						423,636
2011 CO	230,000	41,750	271,750	69,050				202,700		271,750
2012 CO	335,000	92,525	427,525	170,500	197,475			59,550		427,525
2012 GO & Refunding	260,000	88,950	348,950		148,750		200,200			348,950
2013 GO	100,000	95,719	195,719	195,719						195,719
2013 CO	135,000	71,938	206,938	89,613				117,325		206,938
2013 Tax Note	335,000	38,688	373,688	203,063				170,625		373,688
2013 GO & Refunding	440,000	108,432	548,432	548,432						548,432
2014 GO & Refunding	205,000	100,044	305,044	75,382	30,940	198,722				305,044
2014 GO	105,000	30,741	135,741	135,741						135,741
2014 Tax Note	90,000	2,770	92,770	92,770						92,770
2015 Total	\$5,170,000	\$1,932,885	\$7,102,885	\$4,561,713	\$970,379	\$278,522	\$500,020	\$550,200	\$242,050	\$7,102,885

Total Outstanding General Fund Bonds All Issues			
Fiscal Year	Principal	Interest	Total
2015	\$3,270,000	\$1,291,713	\$4,561,713
2016	3,345,000	1,197,295	4,542,295
2017	3,330,000	1,097,256	4,427,256
2018	3,255,000	995,575	4,250,575
2019	2,740,000	899,764	3,639,764
2020	2,335,000	814,600	3,149,600
2021	2,080,000	740,958	2,820,958
2022	2,385,000	663,466	3,048,466
2023	2,250,000	582,682	2,832,682
2024	2,345,000	502,607	2,847,607
2025	2,395,000	418,893	2,813,893
2026	1,880,000	340,837	2,220,837
2027	1,915,000	269,056	2,184,056
2028	1,675,000	200,485	1,875,485
2029	1,210,000	145,935	1,355,935
2030	1,090,000	101,831	1,191,831
2031	865,000	62,549	927,549
2032	905,000	26,311	931,311
2033	220,000	3,850	223,850
Total	\$39,490,000	\$10,355,662	\$49,845,662



SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for revenue sources that are legally restricted to be expended for specified purposes. The city currently has the following Special Revenue Funds. Each fund is listed below with its primary source of funding. The funds are listed in the order in which they appear in the following section.

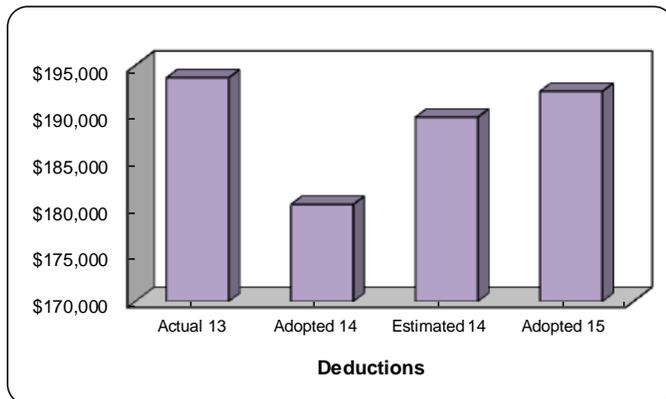
Park Performance Fund.....	Recreation Fees
Economic Development Fund	½ Cent Sales Tax
Crime Control & Prevention District Fund	¼ Cent Sales Tax
Oil & Gas Fund	Bonuses, Lease Fees, and Royalties
Hotel/Motel Tax Fund	7% Hotel/Motel Occupancy Tax
Court Security Fund	Court Fines
Court Technology Fund	Court Fines
Juvenile Case Manager Fund	Court Fines
Red Light Camera Fund	Court Fines
Grant Fund	Governmental Contributions
Fire Donation Fund	Citizen Contributions
Library Donations	Citizen Contributions
Police Forfeiture Fund	Sale of Seized Assets & Donations
Park Donation Fund	Citizen Contributions
Park Dedication Fund	Mandatory Developer Contributions
Safe Pathways Fund	Developer Contributions
Animal Shelter Fund	Citizen Contributions
Police Donation Fund	Citizen Contributions
Police CART Fund	Participating Agency Donations

**PARK PERFORMANCE FUND
BUDGET SUMMARY**

FUND 02

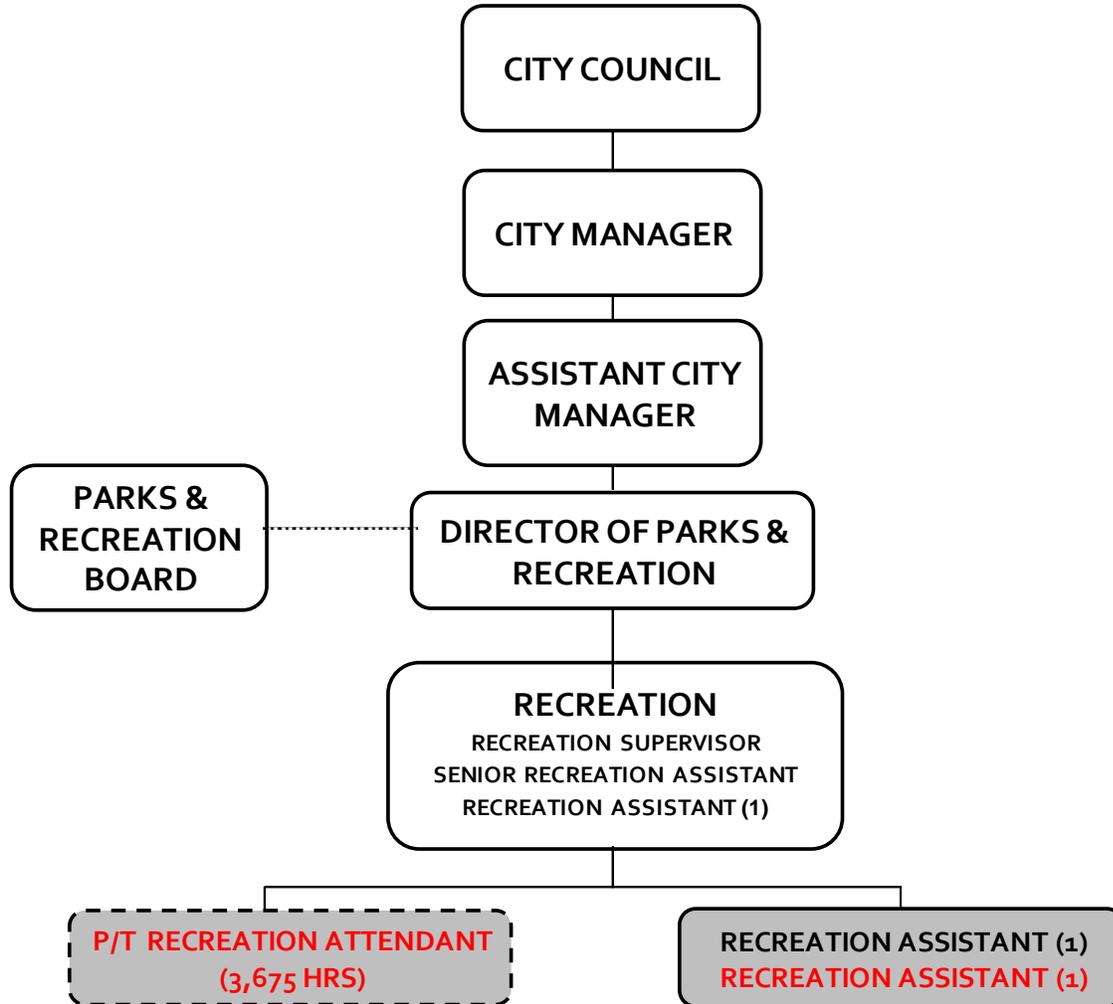
	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$10,422	\$821	(\$11,220)	(\$20,724)
<u>Receipts:</u>				
Recreation Revenue	172,036	180,000	180,000	192,000
Total Receipts	172,036	180,000	180,000	192,000
Funds Available	182,458	180,821	168,780	171,276
<u>Deductions:</u>				
Recreation Expenditures	183,679	170,269	179,504	182,239
Transfer to Oil and Gas	10,000	10,000	10,000	10,000
Total Deductions	193,679	180,269	189,504	192,239
Fund Balance, Ending	<u>(\$11,220)</u>	<u>\$552</u>	<u>(\$20,724)</u>	<u>(\$20,963)</u>

The Park Performance Fund accounts for Recreational Revenue generated from the fees charged for various recreation programs, sport leagues and classes.



**PARK PERFORMANCE (02)
- PARK PERFORMANCE -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	R	NUMBER OF EMPLOYEES			
			<u>FISCAL YEAR</u>			
<u>Department or Division</u>	A	N	12	13	14	15
General	L	A				
Recreation	S	G				
	S	E				
P/T Recreation Attendant (3,675 Hrs)	PT		0	1	1	1
Recreation Assistant	1605	36	0	1	1	1
<i>*Positions in red are funded in Parks Performance</i>	TOTALS:		<u>0</u>	<u>2</u>	<u>2</u>	<u>2</u>

PARK PERFORMANCE (02)
- PARK PERFORMANCE -

BUDGET SUMMARY & DIVISION NARRATIVE

	ACTUAL FY2013	ADOPTED FY2014	ESTIMATED FY2014	ADOPTED FY2015
Personnel Services	\$ 55,850	\$ 78,631	\$ 77,323	\$ 81,546
Operations	137,829	101,638	111,881	110,693
Capital	-	-	-	-
TOTALS:	<u>\$ 193,679</u>	<u>\$ 180,269</u>	<u>\$ 189,204</u>	<u>\$ 192,239</u>

Mission Statement

The Park Performance Fund is dedicated to providing citizens the facilities and recreational programs, sports leagues, and classes that will encourage family fitness, entertainment, cultural awareness, and a positive learning experience.

Description

The Park/Recreation Division is responsible for planning, scheduling, promoting, and implementing a wide variety of recreational programs for citizens of all ages. These include adult and youth athletics, recreation classes, special events, and community activities.

Goals and Objectives

It is the goal of the Recreation Division to provide the citizens of Haltom City with a wide variety of recreational activities to meet the needs of a diverse and economic population segment by utilizing the facilities available to the citizens. (3 and 7)

The objectives of the division are:

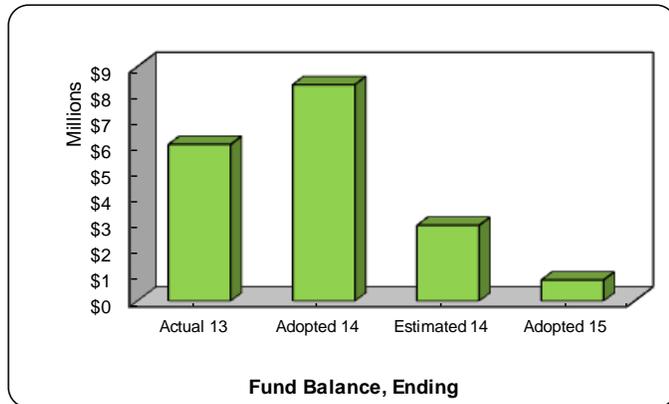
- To increase citizen awareness of programs and activities.
- To improve the quality of recreational programs and classes.
- To implement programs and activities for teens and school age children.
- To improve the summer activities program.
- To provide enjoyable special events for residents.
- To provide recreational athletic leagues for youth and adults.

**ECONOMIC DEVELOPMENT FUND
BUDGET SUMMARY**

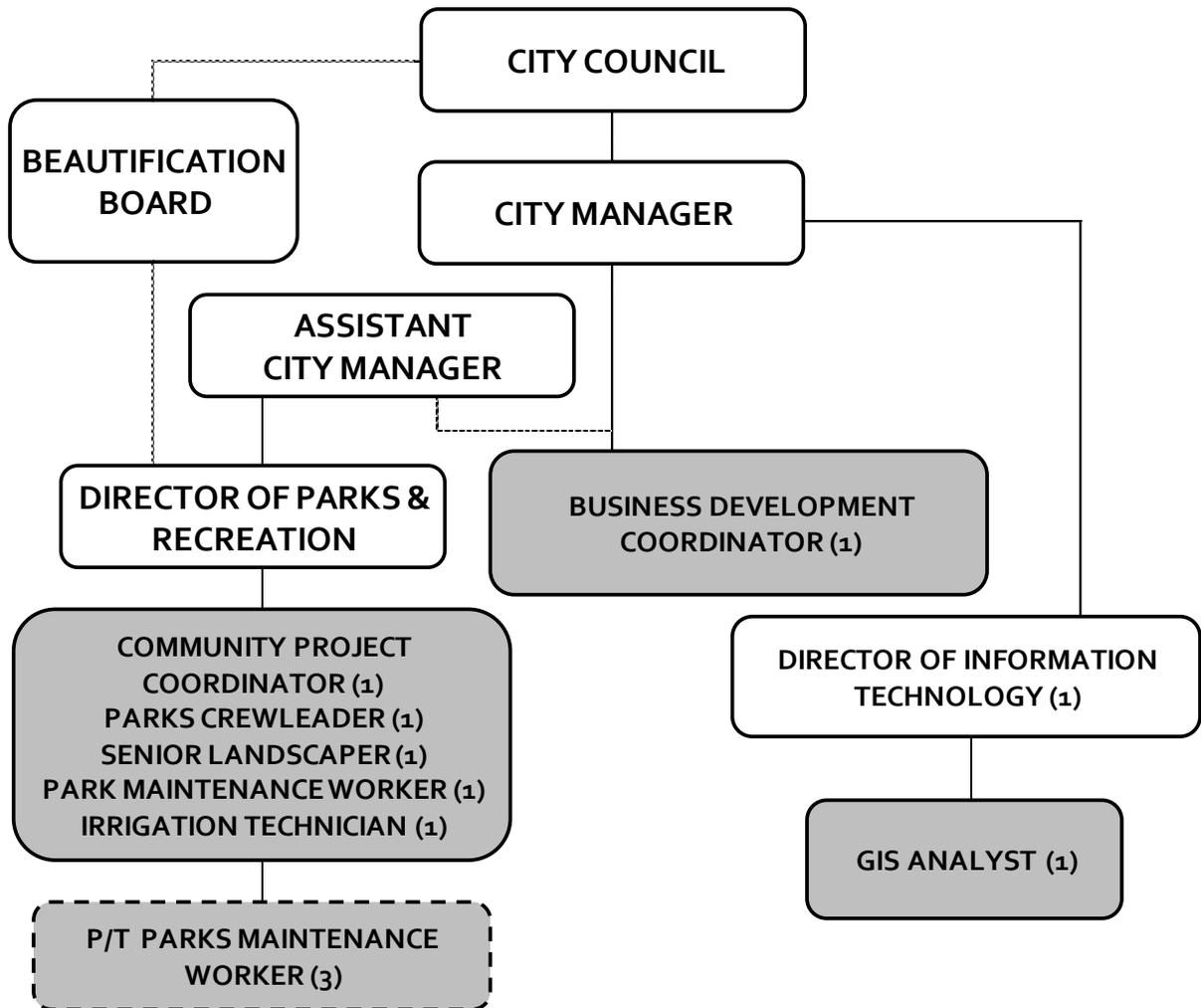
FUND 11

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$8,644,182	\$15,098,660	\$6,009,482	\$2,904,285
<u>Receipts:</u>				
Sales Tax	2,755,820	2,930,900	2,941,600	3,044,600
Bond Proceeds	0	800,000	800,000	0
Grant Proceeds	173,047	6,752,000	14,234,586	6,052,086
Interest Income	40,771	99,000	39,250	40,500
Miscellaneous Revenue	89,398	0	0	0
Transfers in	0	0	0	17,500
Total Receipts	3,059,036	10,581,900	18,015,436	9,154,686
Funds Available	11,703,218	25,680,560	24,024,918	12,058,971
<u>Expenditures:</u>				
Parks	415,635	407,372	348,616	352,178
Project Administration	576,124	606,189	608,535	575,429
GIS	56,155	75,285	72,981	73,551
Capital Outlay	2,843,141	15,530,093	19,331,325	9,458,838
Debt Service	376,275	369,175	369,175	368,125
Non-Departmental	1,426,405	386,011	390,001	424,430
Total Deductions	5,693,735	17,374,125	21,120,633	11,252,551
Fund Balance, Ending	<u>\$6,009,482</u>	<u>\$8,306,435</u>	<u>\$2,904,285</u>	<u>\$806,420</u>

The Economic Development Corporation exists to enhance community development within the city. This includes attracting people and businesses to relocate to Haltom City. Revenue is derived from the 1/2 cent economic development sales tax. Initially approved at a 1/4 cent level in November 1995, the tax was increased to 1/2 cent in January 2000 by local election.



**ECONOMIC DEVELOPMENT FUND (11)
- ECONOMIC DEVELOPMENT -
ORGANIZATION CHART & STAFF SUMMARY**



<u>Fund</u>	C	R	NUMBER OF EMPLOYEES			
			<u>FISCAL YEAR</u>			
<u>Department or Division</u>	A	N	12	13	14	15
Economic Development Fund	S	G				
Economic Development	S	E				
Business Development Coordinator	1201	58	1	1	1	1
Community Project Coordinator	1202	47	1	1	1	1
GIS Analyst	1303	60	0	1	1	1
Parks Crewleader	1701	47	1	1	1	1
Senior Landscaper	1704	40	1	1	1	1
Parks Maintenance Worker P/T	PT		3	3	3	3
Park Maintenance Worker	1706	36	1	1	1	1
Irrigation Technician	1707	36	0	1	1	1
TOTALS:			<u>8</u>	<u>10</u>	<u>10</u>	<u>10</u>

**ECONOMIC DEVELOPMENT FUND (11)
- PARKS -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 324,109	\$ 316,147	\$ 317,391	\$ 320,953
Operations	57,472	31,225	31,225	31,225
Capital	997,671	1,397,085	1,397,085	60,000
TOTALS:	<u>\$ 1,379,251</u>	<u>\$ 1,744,457</u>	<u>\$ 1,745,701</u>	<u>\$ 412,178</u>

Mission Statement

It is the mission of the EDC Parks Maintenance Division to provide Haltom City citizens with safe, attractive parks and open space areas that promote participation in a wide range of recreational activities by maintaining the highest level of park services and maintenance and to improve the image of Haltom City through attractive landscaping in high visibility areas.

Description

The Parks Maintenance Division is responsible for the planning, development, landscaping, irrigation, maintenance, and operation of all parkland, park facilities, related infrastructure, City facilities grounds, City entrances, designated medians, and right-of-ways. Parks Maintenance is also responsible for the preparation and upkeep of the City's athletic fields, which includes soil maintenance, aeration, watering, chemical applications, dragging of the infields, and chalking lines. Additionally, Parks Maintenance employees assist in the set up and take down of all special events sponsored by the City.

Goals and Objectives

- To make the parks and all City properties aesthetically pleasing in order to help promote Haltom City's motto-"A place to call home".
- To maximize and utilize all current park land by adding amenities that will provide additional services and new spaces for residents of all ages to enjoy.
- To keep athletic fields in proper playing condition, not only for City-sponsored leagues, but also for local youth associations including Pee Wee Football, Boys Baseball, and Girls Softball.
- To continue the revitalization of City parks and facilities, to manicure parks and other City properties, and to promote and facilitate the recreation of citizens by providing well-maintained and functional parks.
- To enhance the aesthetics of the City by landscaping existing and new facilities and maintaining and improving the City entrances and medians.

**ECONOMIC DEVELOPMENT FUND (11)
- ECONOMIC DEVELOPMENT -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED 2015</u>
Personnel Services	\$ 82,447	\$ 84,367	\$ 86,713	\$ 84,407
Operations	493,678	521,822	521,822	491,022
Capital	-	-	-	-
TOTALS:	<u><u>\$ 576,124</u></u>	<u><u>\$ 606,189</u></u>	<u><u>\$ 608,535</u></u>	<u><u>\$ 575,429</u></u>

Mission Statement

To improve Haltom City’s ability to provide a high quality of life for residents and businesses through enhancement of real and business personal property values, stimulation of new investment and strengthening local trade.

Description

The Economic Development Department works with businesses to expedite the development process, enhance property values, increase trade and investment through domestic and international promotion, market Haltom City as a logistical business location and administer assistance grants for new and expanded construction.

Goals and Objectives

- Maximize the economic benefits of the IH 820 Project
Develop Tax Increment Finance (TIF) districts in areas north and south of the corridor
City to initiate rezone of property located in TIF's
Make use of data analytics to enhance economic development opportunities
- Lead the city to build a new municipal complex
Seek NCTCOG Sustainable Development Grants to encourage high density living and retail development at the potential TOD site.
Tie new municipal complex and mixed used development into mass transit
- Develop a comprehensive plan for addressing the current and future transportation issues facing Haltom City
Partner with Fort Worth to develop Belknap bus/trolley service
Work with transportation consultants to provide data and other information to the NCTCOG to ensure a rail stop along the Cotton Belt at Haltom City's proposed TOD site
- Define and implement the use of an economic development coordinator
Provide information and support to coordinator
- Continue to focus on the revitalization of the Belknap corridor
Work with NCTCOG, TxDOT and Kimley-Horn to receive funding and letting of the Belknap/377 intersection
Extend marketing into Asian venues
Create additional incentives to encourage new development and redevelopment

**ECONOMIC DEVELOPMENT FUND (11)
- INFORMATION TECHNOLOGY-
BUDGET SUMMARY & DIVISION NARRATIVE**

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED 2015</u>
Personnel Services	\$ 56,155	\$ 75,285	\$ 72,981	\$ 73,551
Operations	-	-	-	-
Capital	-	-	-	-
TOTALS:	<u><u>\$ 56,155</u></u>	<u><u>\$ 75,285</u></u>	<u><u>\$ 72,981</u></u>	<u><u>\$ 73,551</u></u>

Mission Statement

To provide exceptional customer service while specializing in technology.

Description

The Information Technology Services Department functions to provide general oversight, maintenance and repair services for the computer systems operating in all City departments and divisions and is responsible for maintaining the City's data infrastructure, including web, email, file storage and other applications.

**ECONOMIC DEVELOPMENT FUND (11)
- NON-DEPARTMENTAL -**

BUDGET SUMMARY & DIVISION NARRATIVE

	ACTUAL FY2013	ADOPTED FY2014	ESTIMATED FY2014	ADOPTED FY2015
Personnel Services	\$ 7,174	\$ 8,930	\$ 8,930	\$ 8,930
Operations	1,419,231	377,081	381,071	415,500
Capital	1,879,525	14,193,008	17,764,240	9,398,838
Debt Service	-	369,175	369,175	368,125
Transfers				
TOTALS:	<u><u>\$ 3,305,930</u></u>	<u><u>\$ 14,948,194</u></u>	<u><u>\$ 18,523,416</u></u>	<u><u>\$ 10,191,393</u></u>

Mission Statement

To improve Haltom City's ability to provide a high quality of life for residents and businesses through enhancement of real and business personal property values, stimulation of new investment and strengthening local trade.

Description

The Economic Development Fund is used by the City to promote economic development. The source of these funds is the one-half percent (1/2%) sales tax as approved by the voters

Goals and Objectives

- The Non-Departmental expenditures will be used to provide insurance for the Economic Development Corporation Board.

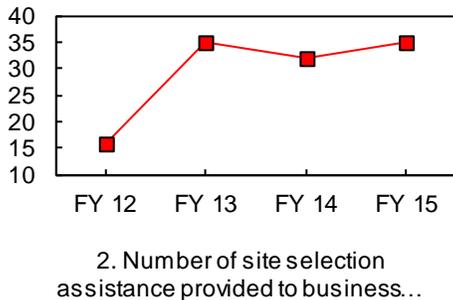
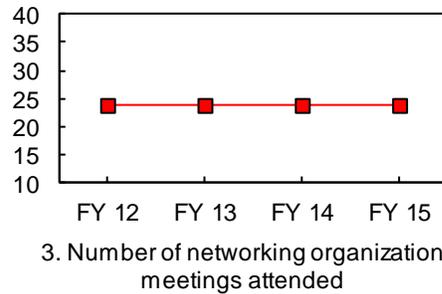
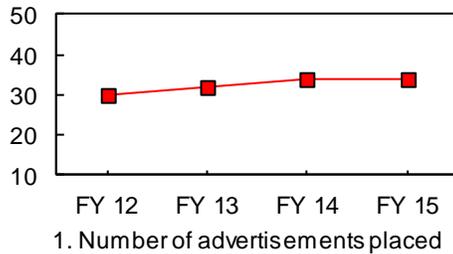
ECONOMIC DEVELOPMENT FUND (11)

- ECONOMIC DEVELOPMENT -

PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of advertisements placed	30	32	34	34
2. Number of site selection assistance provided to business	16	35	32	35
3. Number of networking organization meetings attended	24	24	24	24
4. Number of newsletters published	12	12	12	12
5. Number of trade shows attended	3	3	4	4
6. Number of advertisements placed	30	32	34	34

The first four performance measures are charted below .

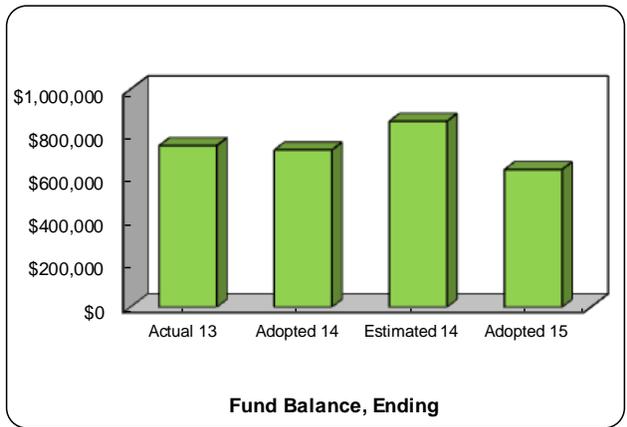


**CRIME CONTROL AND PREVENTION DISTRICT FUND
BUDGET SUMMARY**

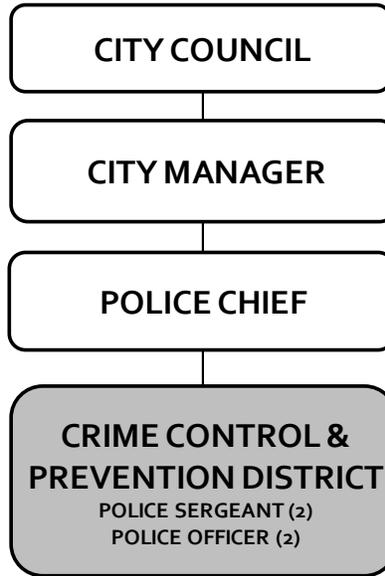
FUND 12

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$680,143	\$656,661	\$741,411	\$853,150
<u>Receipts:</u>				
Sales Tax	1,327,971	1,399,200	1,397,710	1,446,630
Interest income	2,032	1,500	2,650	2,650
Miscellaneous Revenue	1,506	0	0	0
Total Receipts	1,331,509	1,400,700	1,400,360	1,449,280
Funds Available	2,011,652	2,057,361	2,141,771	2,302,430
<u>Deductions:</u>				
Administration	555,005	639,048	646,278	657,900
Transfers to Debt Service and General Fund	0	131,478	131,478	431,895
Non-Departmental	715,236	565,296	510,865	581,028
Total Deductions	1,270,242	1,335,822	1,288,621	1,670,823
Fund Balance, Ending	<u>\$741,411</u>	<u>\$721,539</u>	<u>\$853,150</u>	<u>\$631,607</u>

Fiscal 2014-2015 is the 9th year of a voter approved 10-year ¼ cent Crime Control Tax, which is accounted for in this Special Revenue Fund. This tax was initially approved for its first five year span in November 1995 and reauthorized in November 2000 for its second five year span, then in 2005 for a 10 year span. The revenue from this tax is intended to enhance the law enforcement capabilities of the Haltom City Police Department by providing critical equipment and personnel. Recommendations are presented by the City Manager and Chief of Police.



CRIME CONTROL & PREVENTION DISTRICT FUND (12)
- CRIME CONTROL & PREVENTION DISTRICT -
ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	R	NUMBER			
			OF			
<u>Department or Division</u>	A	N	<u>FISCAL YEAR</u>			
	S	G	12	13	14	15
Crime Control & Prevention District Fund	L	A				
Crime Control & Prevention District	S	G				
Police Sergeant	3004	GS72	2	2	2	2
Police Corporal	3005	GS65	1	0	0	0
Police Officer	3007	GS61	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
TOTALS:			<u>5</u>	<u>4</u>	<u>4</u>	<u>4</u>

**CRIME CONTROL & PREVENTION DISTRICT FUND (12)
- POLICE -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 348,982	\$ 367,966	\$ 375,196	\$ 368,818
Operations	206,023	271,082	271,082	289,082
Capital	-	-	-	-
TOTALS:	<u>\$ 555,005</u>	<u>\$ 639,048</u>	<u>\$ 646,278</u>	<u>\$ 657,900</u>

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.

Description

The Police Department, under the direction of the Chief of Police, develops and implements programs to deter crime and enforce laws in order to protect life and property within the City of Haltom City.

Goals and Objectives

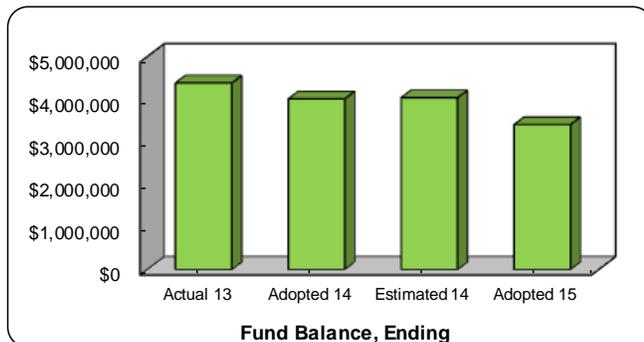
- Continue to promote Haltom City in terms of safety, security and environment. This will be accomplished by supporting current proactive enforcement activities and programs, as well as initiating additional activities and programs as needed. Proactive enforcement activities are currently carried out by the Patrol Operations and Investigative Services Divisions. These activities include - but are not limited to - the Street Crimes Unit, DWI Enforcement Unit, Bicycle Unit, K-9 Unit, and regional efforts through participation in the the Tarrant County Auto Theft and Narcotics Units. Current proactive enforcement programs include the Crime Free Multi-Housing Program, the School Resource Officer Program and the NE Tarrant County Bait Car Initiative. The Support Services Division will assist in these efforts by managing our Shared Services Agreement for Dispatch and Detention services.
- Assist in leading the City to build a new municipal complex by continuing to build a fund balance within the Crime Prevention and Control District Fund.

**OIL & GAS FUND
BUDGET SUMMARY**

FUND 13

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$4,461,982	\$4,396,594	\$4,380,041	\$4,034,849
<u>Receipts:</u>				
Oil & Gas Revenue	336,439	294,000	336,000	286,000
Oil & Gas Permits	2,000	2,000	2,000	2,000
Oil & Gas Inspections	0	0	0	0
Interest Income	21,331	23,498	23,625	21,648
Transfer In: Park Performance Fund	10,000	10,000	10,000	10,000
Total Receipts	369,770	329,498	371,625	319,648
Funds Available	4,831,752	4,726,092	4,751,666	4,354,497
<u>Deductions:</u>				
Gas Well Inspections	0	0	0	0
Building Maintenance-Facilities	3,217	3,000	0	0
Machinery and Equip (Under \$5,000)				
Capital	17,910		0	
Transfer to General Fund				400,000
Transfer to Drainage Capital Fund	160,000	160,000	160,000	0
Transfer to Debt Service Fund	270,585	556,817	556,817	551,044
Total Deductions	451,712	719,817	716,817	951,044
Fund Balance, Ending	<u>\$4,380,041</u>	<u>\$4,006,275</u>	<u>\$4,034,849</u>	<u>\$3,403,453</u>

This fund accounts for revenue collected from leasing public property for oil and gas exploration. The revenues are from bonuses, lease fees and royalties. By ordinance, the funds can only be used for capital projects.



**HOTEL/MOTEL TAX FUND
BUDGET SUMMARY**

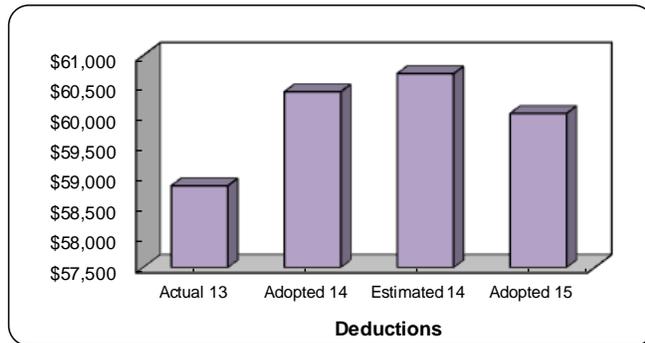
FUND 14

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$124,620	\$98,891	\$113,278	\$96,969
<u>Receipts:</u>				
Hotel/Motel Tax Revenue	46,979	31,500	43,600	43,600
Interest income	528	595	790	800
Donations	0	0	0	0
Special Event Revenue	0	0	0	0
Total Receipts	47,508	32,095	44,390	44,400
Funds Available	172,128	130,986	157,668	141,369
<u>Deductions:</u>				
Beautification Expenditures	30,187	23,269	23,269	23,019
Special Events - Overtime	21,309	24,330	24,330	24,222
Non-Departmental	7,354	12,800	13,100	12,800
Total Deductions	58,850	60,399	60,699	60,041
Fund Balance, Ending	<u>\$113,278</u>	<u>\$70,587</u>	<u>\$96,969</u>	<u>\$81,328</u>

Revenues for this fund come from the 7% Hotel/Motel Occupancy Tax levied on all hotels and motels in the city.

Funds are to be used for advertising and general promotion of the City, historical preservation.

The City also uses these funds to support the beautification program.

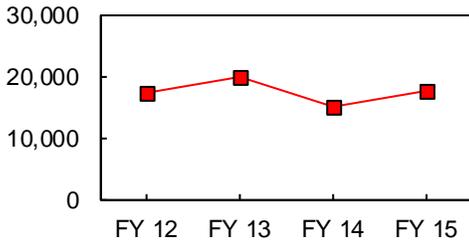


HOTEL/MOTEL TAX FUND (14) - BEAUTIFICATION & PROMOTIONS -

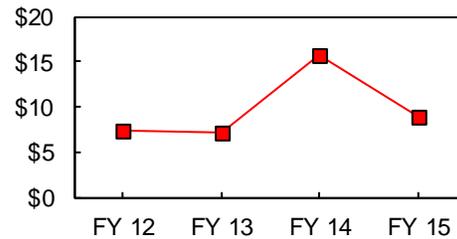
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ADOPTED FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of attendants at Board-sponsored events	17,400	20,000	15,000	17,500
2. Number of environmental awareness/cleanup programs	8	9	10	11
3. Cost/benefit analysis	\$7.35	\$7.15	\$15.70	\$9.00
4. Number of improvement projects coordinated/supported	7	8	9	10

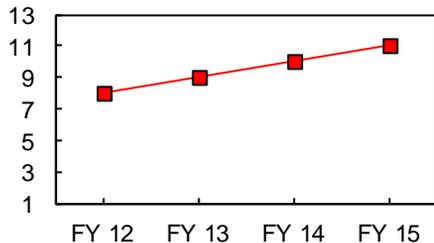
The first four performance measures are charted below .



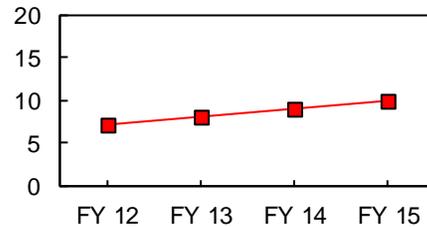
1. Number of attendants at Board-sponsored events



3. Cost/benefit analysis



2. Number of environmental awareness/cleanup programs



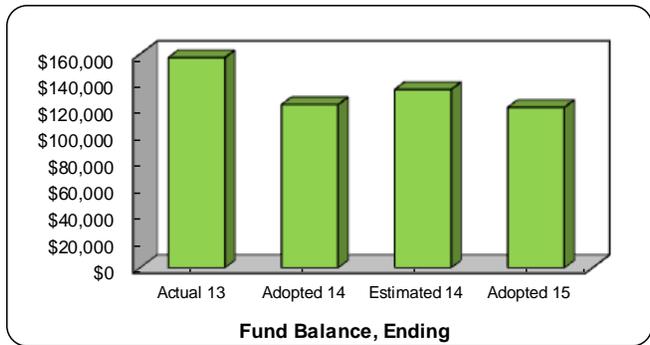
4. Number of improvement projects coordinated/supported

**COURT SECURITY FUND
BUDGET SUMMARY**

FUND 15

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$209,465	\$137,011	\$157,298	\$133,378
<u>Receipts:</u>				
Security Fees	44,534	39,000	31,000	33,000
Interest Income	1,104	1,100	1,100	1,100
Total Receipts	45,638	40,100	32,100	34,100
Funds Available	255,103	177,111	189,398	167,478
<u>Deductions:</u>				
Expenditures	825	0	1,000	1,000
Capital Outlay	43,563	0	0	0
Transfers to General Fund	53,417	55,020	55,020	46,438
Total Deductions	97,805	55,020	56,020	47,438
 Fund Balance, Ending	 <u>\$157,298</u>	 <u>\$122,091</u>	 <u>\$133,378</u>	 <u>\$120,040</u>

This Fund receives fees collected from defendants convicted of misdemeanor offenses in Municipal Court. The fees are \$4.00 per conviction and are accounted for in the Court Technology Fund. The proceeds are used for Court Security enhancements. See the Court Technology Fund for additional information.

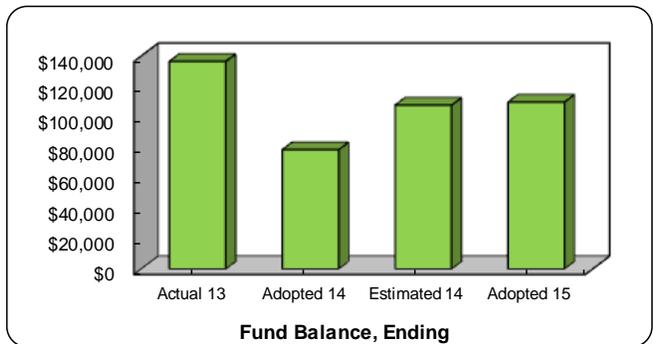


**COURT TECHNOLOGY FUND
BUDGET SUMMARY**

FUND 16

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$120,237	\$95,584	\$136,436	\$107,666
<u>Receipts:</u>				
Technology Fees	59,379	53,000	41,215	44,000
Interest Income	522	700	920	700
Total Receipts	59,901	53,700	42,135	44,700
Funds Available	180,138	149,284	178,571	152,366
<u>Deductions:</u>				
Technology Expense	35,037	62,840	62,840	36,279
Transfer to General Fund	8,665	8,065	8,065	6,425
Total Deductions	43,702	70,905	70,905	42,704
Fund Balance, Ending	<u>\$136,436</u>	<u>\$78,379</u>	<u>\$107,666</u>	<u>\$109,662</u>

This fund accounts for fees collected from defendants convicted of a misdemeanor offense in the municipal court. The fees are \$3.00 per conviction for court security and \$4.00 per conviction for court technology enhancements. The technology fee was originally set to expire on September 30, 2005, but has been extended indefinitely by the 2003 legislature.

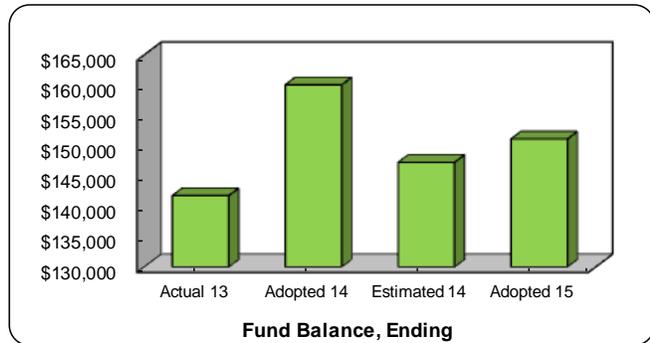


**JUVENILE CASE MANAGER FUND
BUDGET SUMMARY**

FUND 17

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$114,537	\$139,823	\$141,785	\$147,264
<u>Receipts:</u>				
Juvenile Case Manager Fee	73,953	68,000	51,350	51,350
Interest Income	703	650	1,050	1,050
Total Receipts	74,656	68,650	52,400	52,400
Funds Available	189,193	208,473	194,185	199,664
<u>Deductions:</u>				
Expenditures	44	3,000	1,500	1,500
Transfer to General Fund	47,364	45,421	45,421	47,029
Total Deductions	47,408	48,421	46,921	48,529
Fund Balance, Ending	<u>\$141,785</u>	<u>\$160,052</u>	<u>\$147,264</u>	<u>\$151,135</u>

This fund accounts for fees collected from defendants convicted of a misdemeanor offense in the municipal court. The fee is \$5.00 per conviction and is used to fund the salary and benefits for a juvenile case manager.

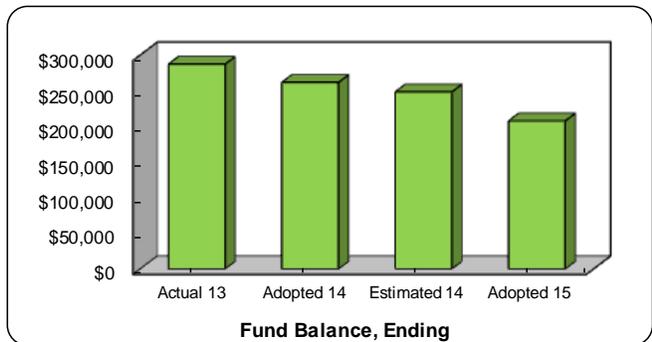


**RED LIGHT CAMERA FUND
BUDGET SUMMARY**

FUND 18

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$206,817	\$293,854	\$287,263	\$248,323
<u>Receipts:</u>				
Red Light Camera Fees	187,155	164,000	164,000	164,000
Interest Income	2,069	0	2,200	2,200
Total Receipts	189,223	164,000	166,200	166,200
Funds Available	396,040	457,854	453,463	414,523
<u>Deductions:</u>				
Expenditures	92,417	86,050	105,140	126,912
Capital	16,360	110,000	100,000	80,000
Total Deductions	108,777	196,050	205,140	206,912
 Fund Balance, Ending	 <u>\$287,263</u>	 <u>\$261,804</u>	 <u>\$248,323</u>	 <u>\$207,611</u>

This fund accounts for fees collected from defendants convicted of running red lights at intersections that have red light cameras. The fee is \$75.00 per conviction and is used for traffic safety improvements.

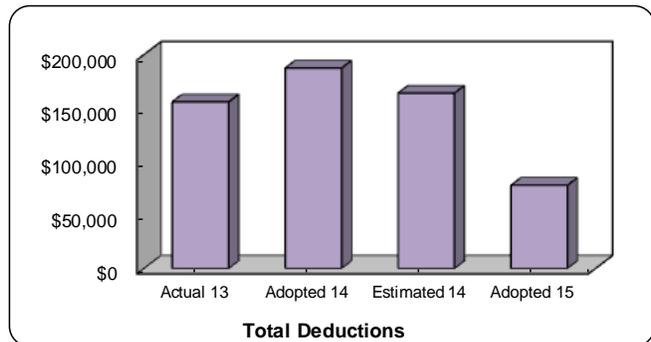


**GRANT FUND
BUDGET SUMMARY**

FUND 19

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	(\$40,665)	(\$40,664)	(\$43,798)	(\$38,581)
<u>Receipts:</u>				
Local Government Grants	14,192	0	0	0
Federal Intergovernmental Revenues	93,400	187,334	163,929	72,470
State Intergovernmental Revenues	45,040	0	5,217	5,217
Interfund Transfers	0			
Interest Income	0	0	0	0
Total Receipts	152,632	187,334	169,146	77,687
Funds Available	111,967	146,670	125,348	39,106
<u>Deductions:</u>				
CERT	0			3,100
Urban Area Security Initiative	76,651	115,283	104,040	0
LEOSE Training Grant	0			5,217
Bullet Proof Vest Grant	5,990	7,030	3,721	8,255
JAG Grant	10,760	8,000	9,169	8,000
Step Speed Grant	45,040	57,021	46,999	53,115
NCTCOG Grant	14,192	0	0	0
Supplemental Environmental Project	3,133	0	0	0
Total Deductions	155,766	187,334	163,929	77,687
Fund Balance, Ending	<u>(\$43,798)</u>	<u>(\$40,664)</u>	<u>(\$38,581)</u>	<u>(\$38,581)</u>

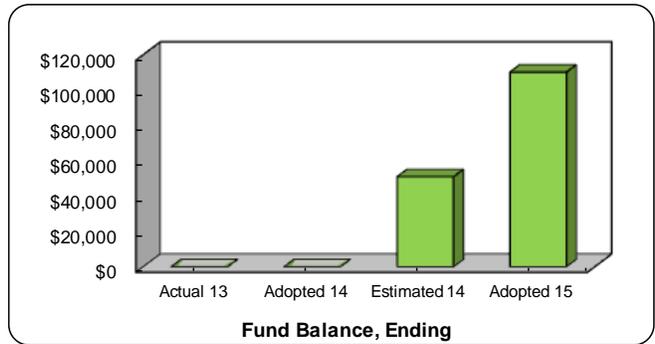
This fund accounts for federal, state and local grants received for a variety of departments and uses. The grant proceeds are typically used for salary reimbursement and the purchase of various types of equipment.



**PEG / HCTV
BUDGET SUMMARY**

FUND 20	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$0	\$0	\$0	\$51,000
<u>Receipts:</u>				
Revenues	0	0	60,000	63,000
Interest Income	0	0	0	0
Total Receipts	0	0	60,000	63,000
Funds Available	0	0	60,000	114,000
<u>Deductions:</u>				
Expenditures	0	0	9,000	3,820
Total Deductions	0	0	9,000	3,820
Fund Balance, Ending	<u>\$0</u>	<u>\$0</u>	<u>\$51,000</u>	<u>\$110,180</u>

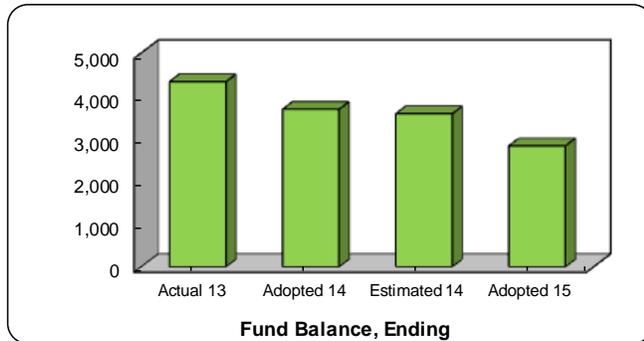
This fund was established in Fiscal Year 2014 to segregate the portion of the Charter Communications franchise fee that must be used to support the City's governmental access channel.



**FIRE DONATION FUND
BUDGET SUMMARY**

FUND 21	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$5,082	\$4,382	\$4,328	\$3,578
<u>Receipts:</u>				
Revenues	2,595	2,800	2,800	2,800
Interest Income	29	100	50	50
Total Receipts	2,624	2,900	2,850	2,850
Funds Available	7,706	7,282	7,178	6,428
<u>Deductions:</u>				
Expenditures	3,377	3,600	3,600	3,600
Total Deductions	3,377	3,600	3,600	3,600
Fund Balance, Ending	<u>\$4,328</u>	<u>\$3,682</u>	<u>\$3,578</u>	<u>\$2,828</u>

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 education programs.



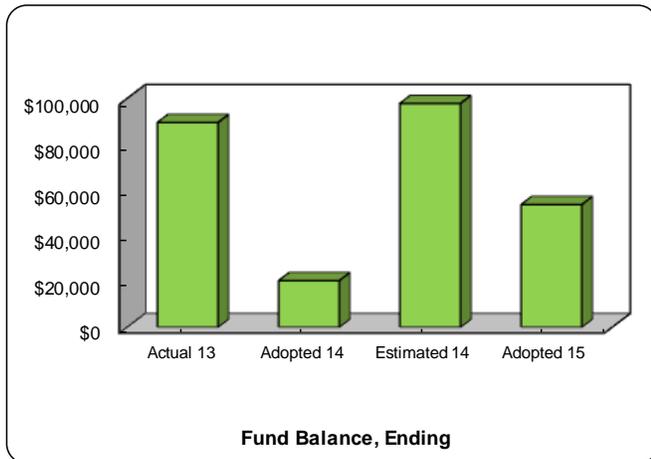
**LIBRARY DONATION FUND
BUDGET SUMMARY**

FUND 22	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$86,700	\$40,701	\$89,478	\$97,818
<u>Receipts:</u>				
Donations	18,667	12,200	20,200	20,100
Interest income	423	600	450	400
Copy Sales	18,926	15,000	17,000	17,000
Coffee Sales	876	1,500	1,200	1,200
Total Receipts	38,892	29,300	38,850	38,700
Funds Available	125,592	70,001	128,328	136,518
<u>Deductions:</u>				
Expenditures	36,114	27,420	25,510	52,900
Capital costs	0	22,177	5,000	30,000
Total Deductions	36,114	49,597	30,510	82,900
Fund Balance, Ending	\$89,478	\$20,404	\$97,818	\$53,618

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 council.

Some of the accomplishments made possible by this fund include: the implementation of a computer education program, the purchase of publications on CD-ROMS, and added visibility for the Library through the annual City sponsored photo contest.

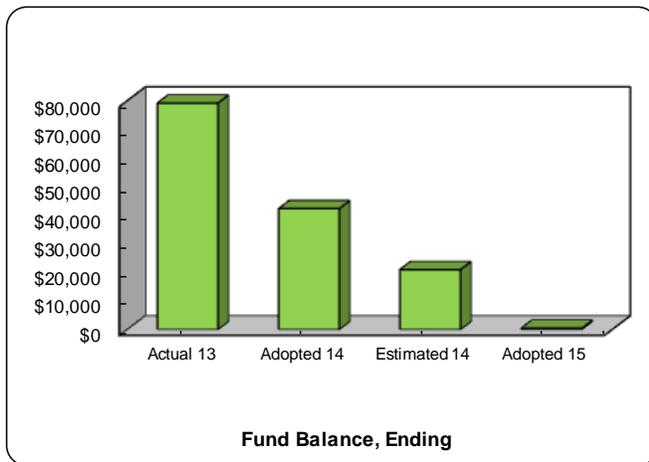


**POLICE FORFEITURE FUND
BUDGET SUMMARY**

FUND 23

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$90,213	\$72,214	\$79,196	\$20,996
<u>Receipts:</u>				
Awarded property revenue	38,504	20,500	10,000	25,000
Interest income	556	600	400	500
Miscellaneous	0	0	0	0
Total Receipts	39,060	21,100	10,400	25,500
Funds Available	129,273	93,314	89,596	46,496
<u>Deductions:</u>				
Expenditures	50,077	50,000	68,600	45,000
Capital Outlay	0	0	0	0
Transfer to CART Fund	0	1,000	0	1,000
Total Deductions	50,077	51,000	68,600	46,000
Fund Balance, Ending	\$79,196	\$42,314	\$20,996	\$496

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 activity 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.

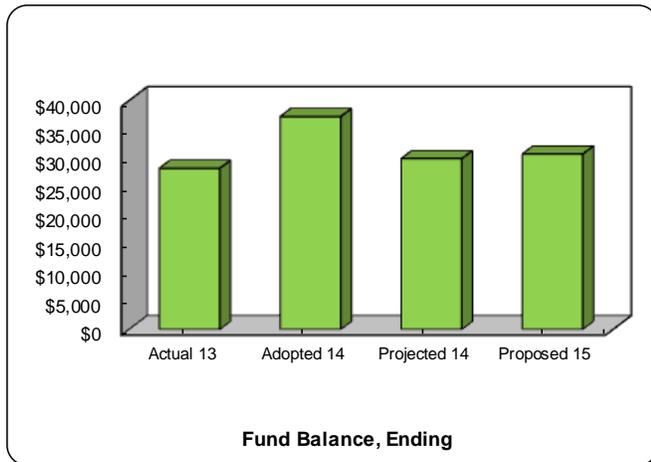


**PARK DONATION FUND
BUDGET SUMMARY**

FUND 24

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$30,554	\$28,554	\$28,145	\$29,848
<u>Receipts:</u>				
Donations	63,494	49,500	51,600	51,600
Interest income	144	150	150	150
Total Receipts	63,638	49,650	51,750	51,750
Funds Available	94,192	78,204	79,895	81,598
<u>Deductions:</u>				
Expenditures	58,984	20,000	32,360	35,950
Capital Outlay	7,063	21,000	17,687	15,000
Total Deductions	66,047	41,000	50,047	50,950
Fund Balance, Ending	<u>\$28,145</u>	<u>\$37,204</u>	<u>\$29,848</u>	<u>\$30,648</u>

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 Council. Annual activities include the Spring fest, the Haltom Stampede, and the Halloween Carnival.

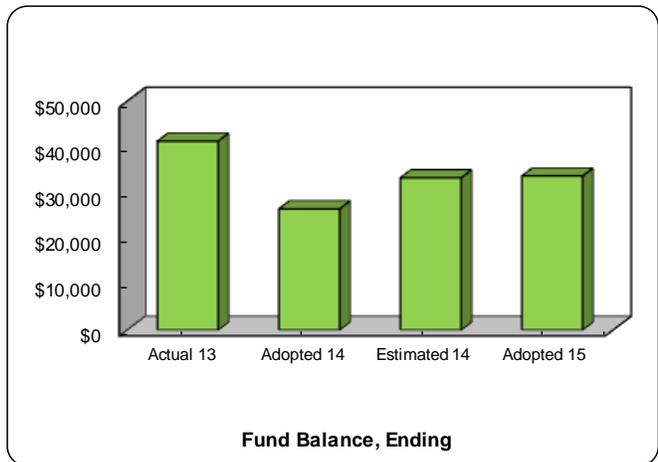


**PARK DEDICATION FUND
BUDGET SUMMARY**

FUND 25

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$53,427	\$40,078	\$41,262	\$33,253
<u>Receipts:</u>				
Interest Income	262	400	400	400
Donation Revenue	500	0	0	0
Total Receipts	762	400	400	400
Funds Available	54,189	40,478	41,662	33,653
<u>Deductions:</u>				
Expenditures	0	0	0	0
Capital outlay	12,927	14,000	8,409	0
Total Deductions	12,927	14,000	8,409	0
Fund Balance, Ending	<u>\$41,262</u>	<u>\$26,478</u>	<u>\$33,253</u>	<u>\$33,653</u>

The 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.

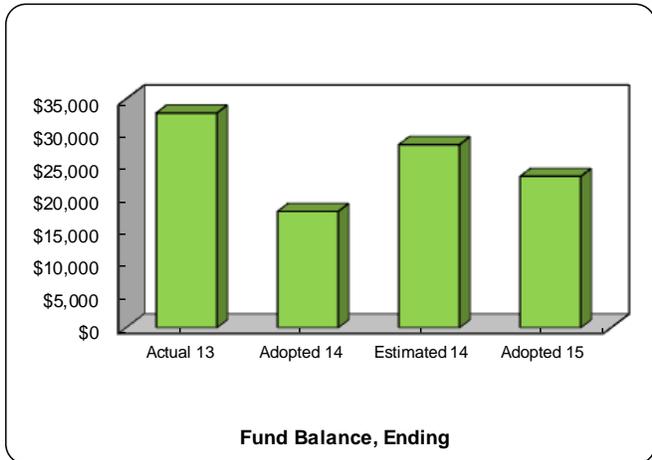


**SAFE PATHWAYS FUND
BUDGET SUMMARY**

FUND 26

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$27,496	\$22,646	\$32,848	\$27,998
<u>Receipts:</u>				
Interest Income	112	150	150	150
Safe Pathways Revenue	5,240	5,000	5,000	5,000
Total Receipts	5,352	5,150	5,150	5,150
Funds Available	32,848	27,796	37,998	33,148
<u>Deductions:</u>				
Expenditures	0	10,000	10,000	10,000
Total Deductions	0	10,000	10,000	10,000
Fund Balance, Ending	<u>\$32,848</u>	<u>\$17,796</u>	<u>\$27,998</u>	<u>\$23,148</u>

In July 2003, Haltom City adopted Ordinance 0-2003-011-15 which created the "Safe Pathways Program". 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.

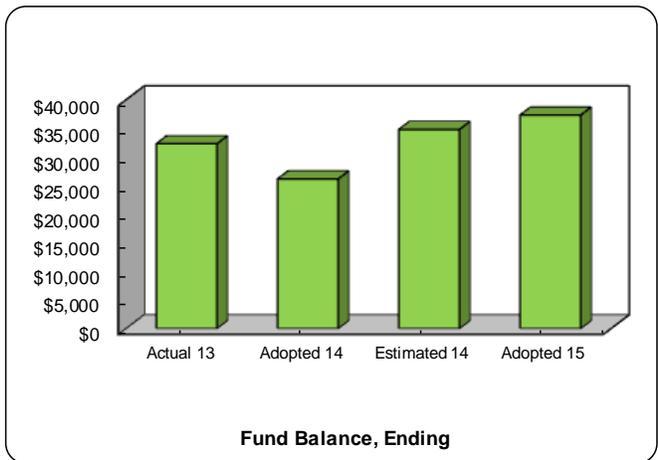


**ANIMAL SHELTER FUND
BUDGET SUMMARY**

FUND 27

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$26,666	\$26,166	\$32,308	\$34,808
<u>Receipts:</u>				
Donations	8,433	5,000	7,500	7,500
Interest Income	113	150	150	150
Total Receipts	8,546	5,150	7,650	7,650
Funds Available	35,212	31,316	39,958	42,458
<u>Deductions:</u>				
Expenditures	2,904	5,150	5,150	5,150
Total Deductions	2,904	5,150	5,150	5,150
Fund Balance, Ending	<u>\$32,308</u>	<u>\$26,166</u>	<u>\$34,808</u>	<u>\$37,308</u>

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 expenditure of those funds.

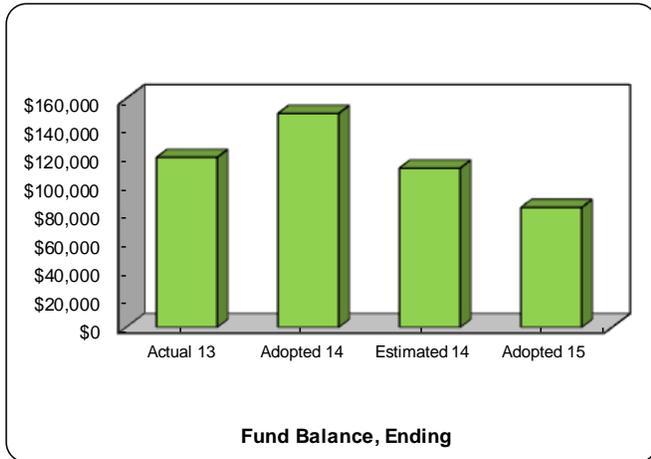


**POLICE DONATION FUND
BUDGET SUMMARY**

FUND 28

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$88,661	\$120,059	\$118,821	\$111,321
<u>Receipts:</u>				
Donations	74,243	60,000	73,000	73,000
Interest income	331	500	500	500
Miscellaneous Revenue	0	0	0	0
Total Receipts	74,575	60,500	73,500	73,500
Funds Available	163,236	180,559	192,321	184,821
<u>Deductions:</u>				
Expenditures	44,415	31,000	81,000	101,000
Total Deductions	44,415	31,000	81,000	101,000
 Fund Balance, Ending	 \$118,821	 \$149,559	 \$111,321	 \$83,821

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.

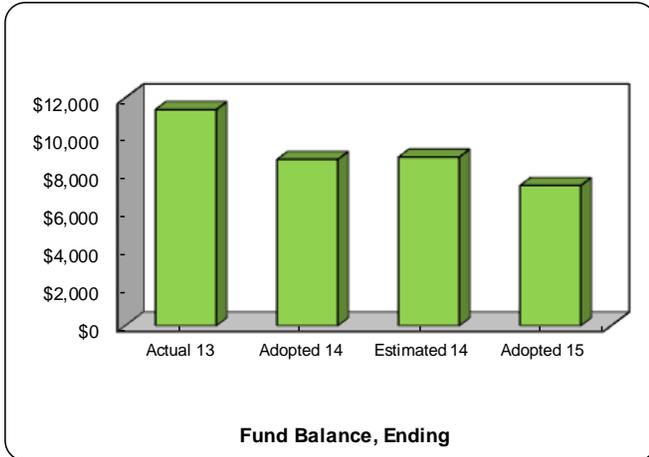


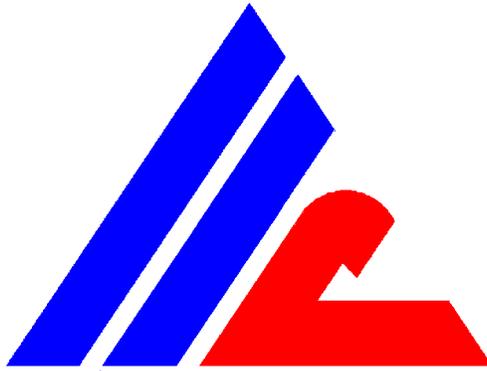
**POLICE CART FUND
BUDGET SUMMARY**

FUND 29

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$11,755	\$10,255	\$11,378	\$8,878
<u>Receipts:</u>				
Donations	0	1,000	0	1,000
Total Receipts	0	1,000	0	1,000
Funds Available	11,755	11,255	11,378	9,878
<u>Deductions:</u>				
Expenditures	377	2,500	2,500	2,500
Total Deductions	377	2,500	2,500	2,500
 Fund Balance, Ending	 <u>\$11,378</u>	 <u>\$8,755</u>	 <u>\$8,878</u>	 <u>\$7,378</u>

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 a \$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.





A Place to Call Home



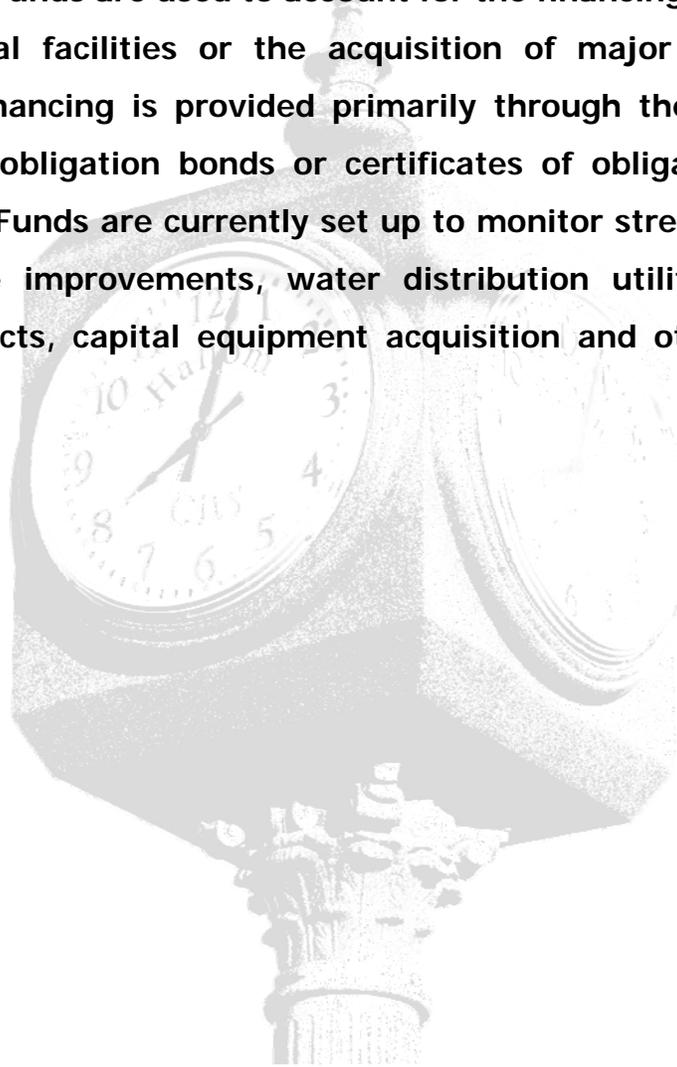
HALTOM CITY

TEXAS

Annual Budget 2015

CAPITAL PROJECTS FUNDS

Capital Project Funds are used to account for the financing and construction of major capital facilities or the acquisition of major pieces of heavy equipment. Financing is provided primarily through the issuance of tax notes, general obligation bonds or certificates of obligation. 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

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 submitted along with the proposed operating budget. The Council considers the CIP budget along with operational decisions.

Sources of Funding

Sources of funding for the capital projects program include:

- Current resources from operations;
- Reserve funds or carryover balances from prior years;
- Grants and contributions;
- Tax supported debt;
- Revenue supported debt.

Criterion for Selection and Budgetary Impact

Improvements to be included in the CIP are selected and prioritized on the basis of the critical nature of the project and the timeliness of available financing for the project. The effect upon operations of the CIP is factored into the operational budget planning and development. The following operation impacts are considered:

- Demolition and salvage costs;
- Increase or decrease in City-wide utility costs;
- Increase or decrease in City-wide maintenance costs;
- Increase or decrease in personnel costs;
- Impact of regulatory compliance upon operations;
- Impact of avoided costs;
- Impact of deferred maintenance.

All improvements completed in the CIP 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 two (2) years.

Fiscal Year 2015 Capital Plan

The total of the capital projects and outlays planned in the CIP and in operations for FY2015 is \$8,195,719. This reflects a \$19,212,256 decrease from the \$27,407,917 approved by the City Council for FY2014. A summary of the capital projects, expenditures / expenses and funding is listed as follows:

	Fiscal Year 2014		Fiscal Year 2015		
	Expenditures		Funding Sources		
	Total	Total	Capital Project Fund	Special Revenue Funds	Total Funding
General Government					
Drainage Improvements	\$2,499,891	\$2,824,491	\$2,824,491		\$2,824,491
Street Improvements	15,861,697	3,194,549	3,194,549		3,194,549
Facility Improvements					
Parks Improvements	1,397,085	60,000		60,000	3,194,549
Other	2,128,050	929,759	929,759		929,759
Enterprise Fund					
Water and Sewer Fund	5,521,252	1,186,920	1,186,920		1,186,920
Total:	\$27,407,975	\$8,195,719	\$8,135,719	\$60,000	\$8,195,719

Major capital projects are as follows:

Economic Development Fund (11)

The Economic Development Corporation finances projects that promote quality of life and economic health of the community. The FY2015 capital budget include:

- *NE Loop 820 Expansion.* The long awaited expansion of the 820 Loop began in earnest in 2011. This expansion of the loop from 4 lanes of highway to 10 lanes of highway and 6 lanes of frontage road creates vast opportunities for the City as the frontage on both sides of the Loop is undeveloped. The City has committed \$27 million to development of backage roads and access roads, of which \$15.1 million is provided by grants. This infrastructure project will spur the development of over 300 acres of highway frontage property. This project should compete no later than May, 2015.
- *Whites Branch Creek Park Project.* Property was purchased along White's Creek in far north Haltom City for park and trail development. The acquisition of property in this initiative along with adjacent property purchased under a FEMA reimbursement facilitated development of a park near Western Center Boulevard and hike/bike trails connecting with Watauga and Fort Worth to the north and southward to connect with existing trails. The park was completed and dedicated in August, 2012. Addition funding is allocated in FY2015 to expand the park to allow for the development of additional parking and new restrooms. This project will begin in the late spring of 2015 and conclude by August 2015.
- *Belknap/Denton Highway Realignment.* A critical phase in the Belknap Street redevelopment is the realignment of the intersection of Belknap and Denton Highway. This current configuration is considered to be one of the most dangerous intersections in the County. It is expected that this project, including right-of-way acquisition, will cost \$4,305,955. The City's share of the cost is currently estimated to be \$993,000. The creation of a new intersection provides for a safer traffic flow, lowered auto emissions and the opportunity to redevelop the four (4) corners created by the realignment of the intersection. The project will commence by December 2014 and be completed by August 2015.

- *Little Fossil Linear Park.* A component of the Little Fossil Flood Mitigation Project is to create a linear park with some of the acquired property for the Mitigation Project. Texas Park and Wildlife has provided a \$500,000 grant towards the creation of the linear park, which will have hike/bike trails, pavilion, restrooms and play area.
- *Haltom Road Park.* The Haltom Road Park was expanded in 2010 by 30% via the acquisition of adjacent acreage. The additional acreage has been needed to allow for additional parking and appropriate restroom facilities. The 2014 General Obligation Bonds will allocate \$275,000 for the parking and restrooms. This project should begin by late spring 2015 and conclude by August 2015.

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.

- *McLean Street.* The first project to be financed under the voter's authorization from general obligation bonds is McLean Street. Approximately 4,000 critical feet in one of Haltom City's largest industrial districts will be reconstructed and the water, sewer and drainage infrastructure upgraded. McLean has been a street that required constant maintenance for numerous years and the scarce resources can be allocated to other projects. This project will cost more than \$4.5 million by the time of completion.
- *Backage Roads, Northern Cross Boulevard, Haltom Road and Old Denton Road.* This project includes replacing existing and constructing new water mains, sanitary sewer mains, storm drain facilities and street sections. The construction cost for this project is \$14 million.
- *Webster Street.* This street is an important east-west connector between Denton Highway and Haltom Road. This 1,600-foot street is to be reconstructed, including water and sewer mains, curb and gutter, driveway approaches and sidewalks. Proceeds of the 2013 General Obligation Bonds will finance this essential project.
- *Haltom Road (Broadway/Monett).* Haltom Road connects perpendicularly with Webster on the west. This project is critical due to the traffic issues created by the NE Loop 820 expansion that limits access to the northern 1/3 of Haltom City from the south. \$868,500 is appropriated in the FY2014 CIP to complete this project.
- *Oakwood Street (28th Street/Walthall Street).* Approximately 1,550 linear feet of Oakwood Street, between 28th Street and Walthall Street will be reconstructed. Water and sewer mains will be replaced and upgraded, as well as installing new curb and gutter, driveway approaches and sidewalks. The estimated cost for the project is \$1.45 million and will commence late spring 2015.

Capital Projects Fund (32)

The Capital Projects Fund accounts for projects financed with resources from governmental funds and tax-supported debt. Each of the projects under this fund is listed above is described in more detail below:

- *Little Fossil Flood Control.* The voters approved this project in 2001 at an estimated cost to the City of \$4 million. Another \$250,000 was approved for the

development of hiking and biking trails along the creek. The U.S. Corps of Engineers (USACE) contracted to participate in the project with a match of \$7 million. Delays in the project by USACE has driven the City's share of the cost to \$9 million.

The City will be responsible for maintenance of the creek and improvements along the creek upon completion of the project. It is estimated that this maintenance will approach \$25,000 annually, to be financed through General Fund, Economic Development Fund and Drainage Fund revenues.

In the FY2015 CIP, the objective is to address conditions north and south of Highway 121 at Carson Street that impedes runoff from the north and prevents the removal of property from the flood zone. The first phase of this project is complete. The next phase is replacing the Carson Street Bridge at Highway 121. This project will be City-funded but performed by the Texas Department of Transportation (TxDOT) at an estimated cost of \$1.8 million.

- *Information Technology.* Citywide improvements in information technology totaling \$80,000 are approved for FY2015. This allocation is for servers, equipment and software to upgrade the capabilities of the City IT system.
- *Fleet/Equipment Replacement.* The FY2015 budget provides for the replacement of three (3) police pursuit vehicles for \$214,300. There is also funding of thermal imagers and fitness equipment for the Fire Department for \$20,000 and \$25,000, respectively.

Water & Sewer Utility Projects Fund (42)

This fund exists to account for capital projects funded with current resources. 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. Individual projects approved for FY2015 include:

- *Big Fossil Relief Sewer.* \$1,604,600 is set aside for the City's share of cost of relocating and enlarging Fort Worth Water's regional sewer line serving North Richland Hills, Richland Hills and Haltom City. These funds will be provided to Fort Worth upon their request.
- *Spring Lake Sewer Line Replacement.* The Spring Lake sewer line is both aged and inadequate to service needs. This project will benefit customers by reducing blockages and backups in the system and must be done before the completion of the backage roads supporting the NE Loop 820 expansion. Replacement of this line should commence by January 2015 and expected to cost approximately \$1.4 million.

Drainage Utility 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 FY2015 budget includes \$254,491 for capital activities which is allocated to replacement of curb and gutter replacement in conjunction with street reconstruction and targeted areas in the City.

Impact upon Future Budget and Services of Non-Recurring Capital Outlays

The impact upon operations of these improvements is reflected in the cost of maintaining streets and drainage systems.

Capital outlays for fleet and technology needs provide immediate relief in near-term operations. The single greatest harm to services from a failure to make these outlays is the loss of efficiency due to down time. Equipment down to age related failure can idle a work crew at a cost of \$800 per day. Technology improvements will not reduce the cost of operations but it will increase productivity. The use of technology allows the City to manage new workloads with existing staff. The avoided cost of additional personnel can be diverted to keeping the cost of services low and avoid tax and fee increases.

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 \$89,950 at current commodity rates. The cost avoided through reducing lost water is \$43,100.

Future Issues

The City anticipates issuance of \$25.833 million in new debt through the issuance of several issues over the next five years. As always, economic and other circumstances can affect the timing and form of issuances.

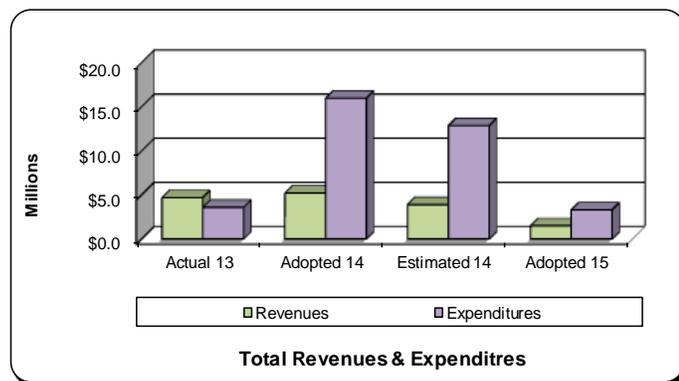
Most prominent among the future issues are the financing planned to reconstruct several streets approved by the voters in the 2010 bond election and to complete the Little Fossil Flood Control Project.

Authorized and unissued debts from the 2010 bond election include \$4,383,000 in Streets and Sidewalks and \$3,800,000 in Parks.

**STREET RECONSTRUCTION FUND
BUDGET SUMMARY**

FUND 31	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$10,071,582	\$10,986,077	\$11,181,069	\$2,207,687
Receipts:				
Quarter Cent Sales Tax	1,377,910	1,465,500	1,443,333	1,465,500
Interest income	14,668	30,000	27,404	30,000
Bond Proceeds	3,074,715	1,365,000	1,575,000	0
Grant Receipts	225,406	834,000	834,000	0
Miscellaneous	0		7,788	
Transfer from Water Capital Projects	0	1,500,000	0	0
Total Receipts	4,692,700	5,194,500	3,887,525	1,495,500
Funds Available	14,764,282	16,180,577	15,068,594	3,703,187
Deductions:				
Engineering	698,108	1,764,000	379,729	665,305
Land/ROW	69,788	0	0	0
Street Reconstruction Projects	1,006,552	8,773,892	7,485,476	1,729,244
Utility Portion of Capital Projects	54,883	2,273,450	2,246,500	0
Drainage Portion of Capital Projects	1,199	1,825,355	1,478,743	0
Machinery & Equipment	0	225,000	214,500	0
Mill & Overlay	0	500,000	0	500,000
Bond Issuance Cost	74,715	22,050	0	47,250
Street Materials (misc uses)	262,451	500,000	324,659	300,000
Miscellaneous Expenditures	854,211	84,000	31,300	50,000
Transfer to General Fund	11,965	0	0	0
Transfer to Capital Project			700,000	0
Transfer to Water & Sewer Fund	261,403	0	0	0
Transfer to Drainage Fund	287,936	0	0	0
Total Deductions	3,583,212	15,967,747	12,860,907	3,291,799
Fund Balance, Ending	\$11,181,069	\$212,830	\$2,207,687	\$411,388

This fund is used to track revenues and expenditures devoted to street repair, mill & overlay, and reconstruction projects. The Street Tax was reauthorized by the voters for four (4) years in November 2013.

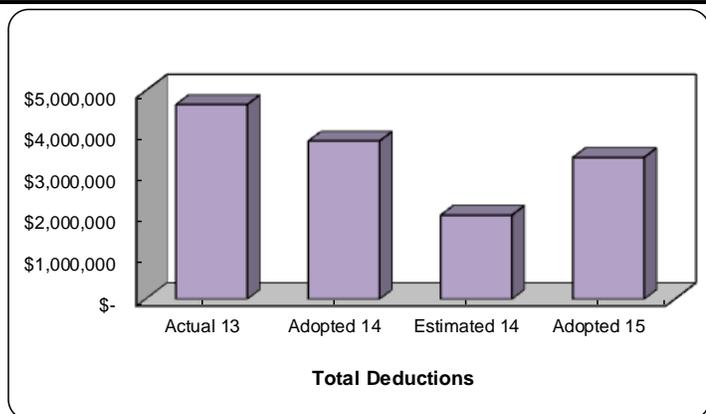


**CAPITAL PROJECTS FUND
BUDGET SUMMARY**

FUND 32

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$4,566,467	\$4,235,401	\$4,416,091	\$3,776,416
Receipts:				
Bond Proceeds	4,512,739	1,000,000	665,000	365,000
Interest Income	4,905	7,000	3,500	7,000
Miscellaneous	1,561		8,169	
Transfer from Other Fund			700,000	
Total Receipts	4,519,204	1,007,000	1,376,669	372,000
Funds Available	9,085,671	5,242,401	5,792,760	4,148,416
Deductions:				
Little Fossil Flood Control	36,543	1,775,400	4,755	2,570,000
2007 Certificates of Obligation	11	0	0	0
2009 Tax Notes	144,752	0	52,824	0
2010 Certificates of Obligation	3,802	0	68,016	177,573
2011 Certificates of Obligation	21,674	0	0	48,003
2012 Certificates of Obligation	585,475	0	0	207,317
2013 Certificates of Obligation	594,716	0	0	0
2013 Tax Note	65,635	2,019,000	1,867,591	0
2014 Tax Note			23,158	365,000
2015 Tax Note				33,416
Fire Station #2	3,216,973	0	0	0
Total Deductions	4,669,580	3,794,400	2,016,344	3,401,309
Fund Balance, Ending	\$4,416,091	\$1,448,001	\$3,776,416	\$747,107

This Capital Project Fund is used to track monies received from the issuance of bonds for the construction of buildings and infrastructure and the purchase of various machinery and equipment.

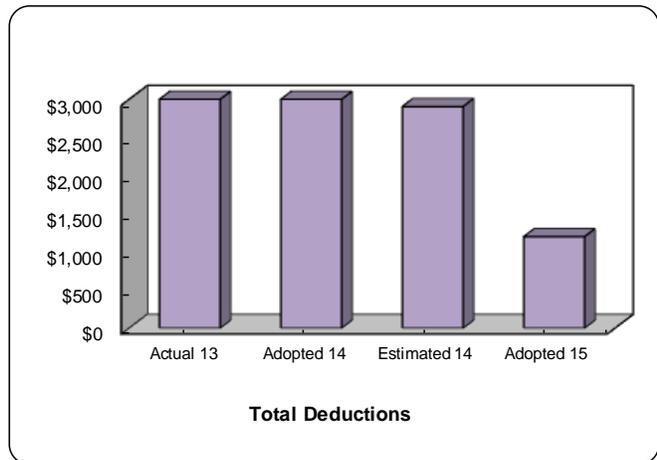


**STREET ASSESSMENTS FUND
BUDGET SUMMARY**

FUND 39

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Fund Balance, Beginning	\$6	\$0	\$1,705	\$0
<u>Receipts:</u>				
Assessment Revenue	2,086	2,000	500	500
Street assessment interest	2,595	1,000	700	700
Interest from investments	18			
Total Receipts	4,699	3,000	1,200	1,200
Funds Available	4,705	3,000	2,905	1,200
<u>Deductions:</u>				
Transfer to General Fund	3,000	3,000	2,905	1,200
Total Deductions	3,000	3,000	2,905	1,200
Fund Balance, Ending	<u>\$1,705</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

Haltom City ceased assessing for street repairs in 1999. The City is currently collecting on 25 projects that were completed prior to that time. Revenue can be very unpredictable as it is often the sale of property that triggers a payment to the City to settle the amount plus penalty that is due. For some commercial properties, this can be a rather significant amount.

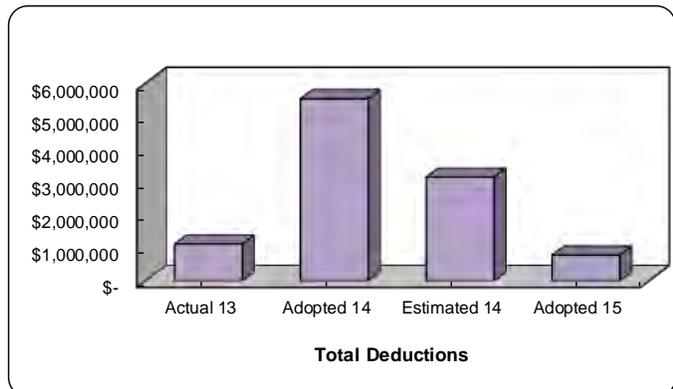


**WATER AND SEWER CAPITAL PROJECTS
BUDGET SUMMARY**

FUND 42

	<u>ACTUAL FY 2013</u>	<u>ADOPTED FY 2014</u>	<u>ESTIMATED FY 2014</u>	<u>ADOPTED FY 2015</u>
Cash & Investments, Beginning	\$ (217,993)	\$ (424,876)	\$ (207,191)	\$ 40,318
Receipts:				
Bond Proceeds	0	0	0	0
Grant Revenue	51,581	480,000	0	0
Interest Income	0	0	0	0
Transfer In: Fund 13	160,000	160,000	160,000	0
Total Receipts	<u>423,581</u>	<u>852,000</u>	<u>502,000</u>	<u>215,000</u>
Funds Available	205,588	427,124	294,809	255,318
Reg Storm Water Study	0			
ISWM Reg Drainage Study	0	4,491	4,491	4,491
N.P.D.E.S. Phase II	4,491	0	0	0
Community Rating System Project	0			
Curb & Gutter Expense	99,033	250,000	250,000	250,000
Engineering Expense	0	10,000	0	0
Drainage Improvements	0	20,000	0	0
Big Fossil Creek Project	0	0	0	0
Saucer Drive	0	0	0	0
Skyline White Branch Creek	630	430,000	0	0
Public Works Building Expansion	0	10,000		0
Granton		430,000	0	0
Transfer out: Fund 45	308,625	0	0	0
Total Deductions	<u>412,779</u>	<u>1,154,491</u>	<u>254,491</u>	<u>254,491</u>
Transfer to Street Reconstruction Fund		1,500,000		
Transfer to Fund 32				
Transfer to Water & Sewer Fund	1,119,706			
Total Deductions	<u>1,119,985</u>	<u>5,521,252</u>	<u>3,147,185</u>	<u>786,920</u>
Cash & Investments, Ending	<u>\$ 2,552,445</u>	<u>\$ (25,026)</u>	<u>\$ 283,919</u>	<u>\$ 610,309</u>

This fund is used to track monies transferred from Fund 41 for capital projects and equipment.

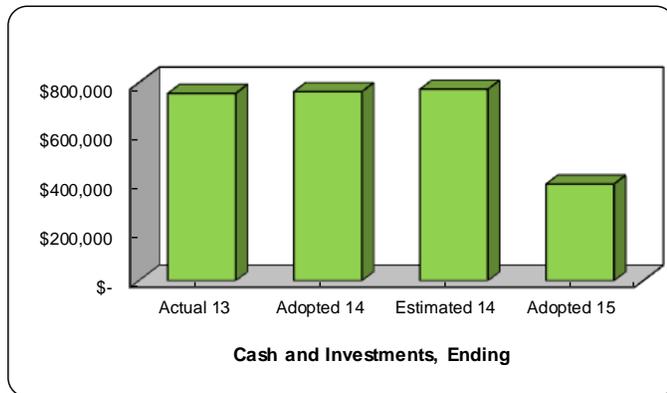


**WATER & SEWER IMPACT FEES
BUDGET SUMMARY**

FUND 44

	<u>ACTUAL FY 2013</u>	<u>ADOPTED FY 2014</u>	<u>ESTIMATED FY 2014</u>	<u>ADOPTED FY 2015</u>
Cash & Investments, Beginning	\$ 799,304	\$ 746,638	\$ 756,686	\$ 773,686
<u>Receipts:</u>				
Interest Income	4,086	3,000	3,000	3,000
HC Sewer Impact Fees	12,197	7,000	7,000	7,000
HC Water Impact Fees	7,158	7,000	7,000	7,000
Miscellaneous				
Total Receipts	<u>23,441</u>	<u>17,000</u>	<u>17,000</u>	<u>17,000</u>
Funds Available	822,745	763,638	773,686	790,686
<u>Deductions:</u>				
Engineering	33,835			
Springlake Sewer Line				400,000
Contract Labor				
Transfer Out: Fund 41	32,224			
Total Deductions	<u>66,059</u>	<u>0</u>	<u>0</u>	<u>400,000</u>
Cash & Investments, Ending	<u>\$ 756,686</u>	<u>\$ 763,638</u>	<u>\$ 773,686</u>	<u>\$ 390,686</u>

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 system that is caused by the new development.

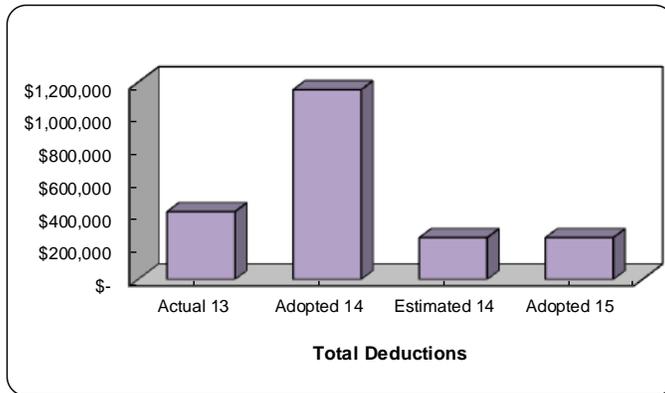


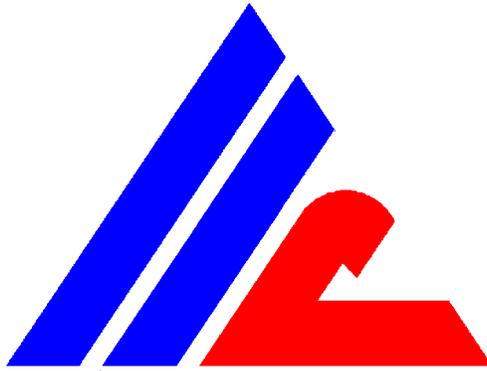
**DRAINAGE CAPITAL EQUIPMENT/PROJECTS FUND
BUDGET SUMMARY**

FUND 46

	ACTUAL FY 2013	ADOPTED FY 2014	PROJECTED FY 2014	PROPOSED FY 2015
Cash & Investments, Beginning	\$ (217,993)	\$ (424,876)	\$ (207,191)	\$ 40,318
Receipts:				
Grant Revenue	51,581	480,000	0	0
Transfer In: Fund 13	160,000	160,000	160,000	0
Transfers In: Fund 45	212,000	212,000	342,000	215,000
Total Receipts	423,581	852,000	502,000	215,000
Funds Available	205,588	427,124	294,809	255,318
Deductions:				
ISWM Reg Drainage Study	0	4,491	4,491	4,491
N.P.D.E.S. Phase II	4,491	0	0	0
Curb & Gutter Expense	99,033	250,000	250,000	250,000
Engineering Expense	0	10,000	0	0
Drainage Improvements	0	20,000	0	0
Skyline White Branch Creek	630	430,000	0	0
Public Works Building Expansion	0	10,000	0	0
Transfer out: Fund 45	308,625	0	0	0
Total Deductions	412,779	1,154,491	254,491	254,491
Cash & Investments, Ending	\$ (207,191)	\$ (727,367)	\$ 40,318	\$ 827

This fund is used to track monies received from the issuance of debt for the construction of drainage infrastructure and the purchase of various machinery and equipment.





A Place to Call Home



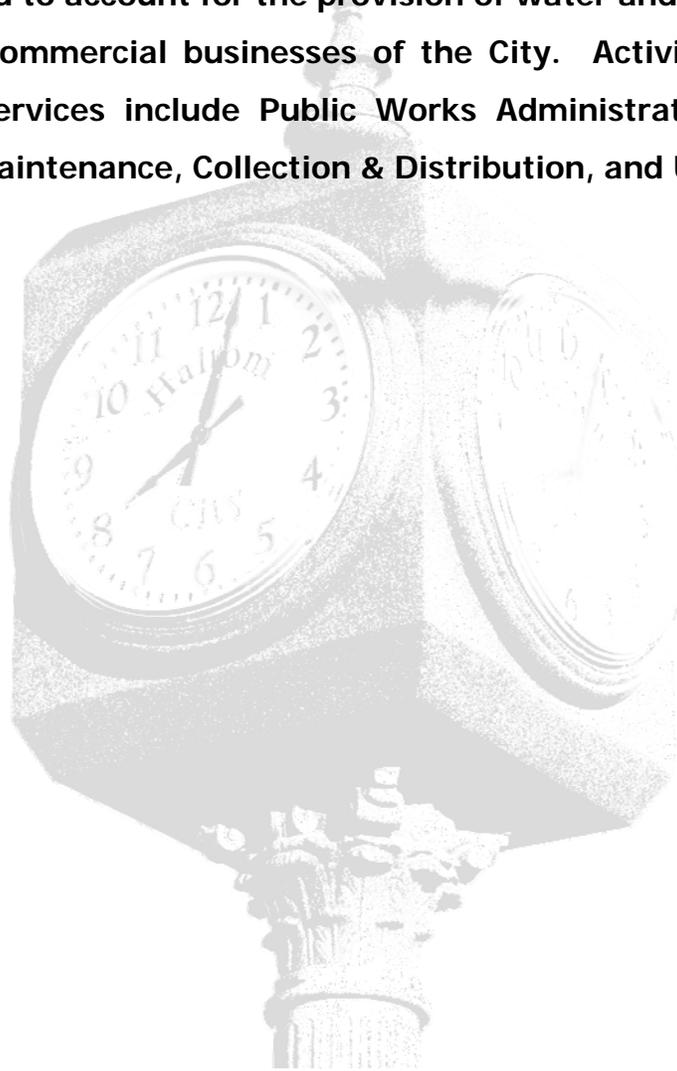
HALTOM CITY

TEXAS

Annual Budget 2015

WATER AND SEWER FUND

This fund is used to account for the provision of water and sewer services to residents and commercial businesses of the City. Activities necessary to provide such services include Public Works Administration, Engineering, Construction, Maintenance, Collection & Distribution, and Utility Billing.

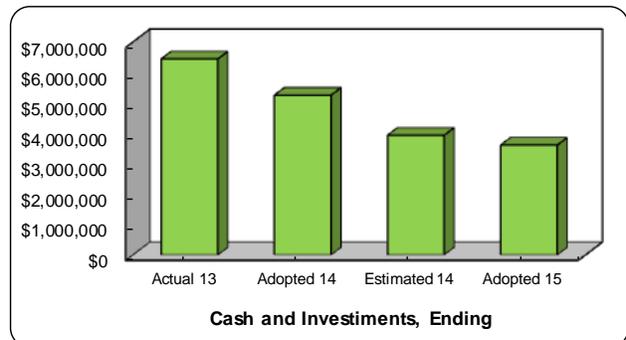


**WATER AND SEWER FUND
BUDGET SUMMARY**

FUND 41

	<u>ACTUAL FY 2013</u>	<u>ADOPTED FY 2014</u>	<u>ESTIMATED FY 2014</u>	<u>ADOPTED FY 2015</u>
Cash & Investments, Beginning	\$ 6,762,947	\$ 5,962,577	\$ 4,673,408	\$ 3,931,075
Receipts:				
Water Sales Revenue	8,926,133	9,454,413	8,745,800	9,892,966
Water Service Fees	350,924	300,000	300,000	309,000
Penalty Revenue	309,517	328,173	328,173	331,455
Sewer Service Revenue	4,819,718	4,716,238	5,193,871	5,092,376
Sewer Surcharge Revenue	2,154,110	2,237,981	2,156,369	2,238,391
Sewer Service Fees	1,000	1,880	1,880	1,900
Interest Income	36,628	26,678	26,678	31,000
Miscellaneous	70,977	59,948	59,948	59,621
Admin Fee: From Drain Fund 45	50,750	50,750	50,750	52,273
Transfer In: Fund 31	281,288	0	0	0
Transfers In: Fund 42	1,119,706	0	0	0
Transfers In: Water Impact Fee Fund	32,224	0	0	0
Net adjustments to reconcile operating income to cash receipts	(3,147,657)	0	0	0
Total Receipts	<u>15,005,318</u>	<u>17,176,061</u>	<u>16,863,469</u>	<u>18,008,982</u>
Cash & Investments Available	21,768,265	23,138,638	21,536,877	21,940,057
Deductions:				
Public Works Administration	338,808	365,184	366,595	281,332
Engineering	425,302	450,424	468,256	444,822
Environmental Services	0	0	0	90,501
W&S Construction	356,586	521,068	452,378	400,779
W&S Maintenance	808,867	1,074,950	949,812	1,072,845
Collection & Distribution	455,689	435,251	461,453	435,535
Purchased Water and Wastewater Services	6,677,348	7,505,494	7,413,828	7,983,269
Meter Maintenance	4,451	125,008	153,445	140,532
Utility Billing	567,851	474,049	452,355	457,779
Debt Service	525,279	1,951,600	1,951,600	1,941,097
Non-Departmental	4,668,052	4,793,468	4,740,013	4,734,543
Transfer Out: Fund 01 (PILOT)	462,900	507,079	507,079	511,330
Transfer Out: Debt Service	62,031	62,063	62,063	62,068
Transfer Out: Street Reconstruction Fund	0	0	0	0
Transfer Out: Water Capital Project Fund	1,300,000	966,925	966,925	1,100,000
Total Deductions	<u>16,653,163</u>	<u>19,232,563</u>	<u>18,945,802</u>	<u>19,656,432</u>
Non-cash adjustments:				
Depreciation/Amortization	(1,323,691)	(1,340,000)	(1,340,000)	(1,325,000)
Cash & Investments, Ending	<u>\$ 6,438,793</u>	<u>\$ 5,246,075</u>	<u>\$ 3,931,075</u>	<u>\$ 3,608,625</u>
Change in Cash Inc/(Dec)	<u>\$ (324,154)</u>	<u>\$ (716,502)</u>	<u>\$ (742,333)</u>	<u>\$ (322,450)</u>
Ending Cash & Investments as a % of Total Deductions (City Policy is 20%)	<u>42.0%</u>	<u>29.3%</u>	<u>22.3%</u>	<u>19.7%</u>

The Water & Sewer Fund is accounted for in a manner similar to a private "for profit" business. Revenues can fluctuate dramatically due to rainfall and average temperature variations from year to year. The City strives to maintain adequate cash reserves in this fund to avoid the need for rate increases in the event of an above average rainfall year or to defray the cost of major unanticipated system repairs.



Funding Sources Fiscal Year 2015

The revenues supporting Water and Sewer operations come primarily from two sources. Water sales and wastewater fees / surcharge. They generate 99% of operating funds. Each major source is described separately in the paragraphs that follow.

Water Fees

The single largest source of revenues used to finance Water and Sewer services is the water fee. This fee is predicated upon customer usage. The rates detailed below are effective December 1, 2014. Changes are listed below:

	Rate Effective 10/1/2014	Rate Effective 10/1/2015	Increase	% of Increase
Water				
Minimum monthly charge (include 1,000 gallons of water)	\$12.25	\$12.50	\$0.25	2.04%
Volume charge (per thousand gallons of water)	\$4.96	\$5.83	\$0.87	17.54%
Residential customer (average 7,500 gallons per month)	\$44.49	\$50.40	\$5.91	13.28%
Food service business (average 50,000 gallons per month)	\$255.29	\$298.17	\$42.88	16.80%
Large commercial business (average 250,000 gallons per month)	\$1,247.29	\$1,464.17	\$216.88	17.39%

Water sales are projected to be 1.610 billion gallons in FY 2015.

The City purchases potable water from the City of Fort Worth's Water Department for distribution to customers. In FY2015 the Staff projects water purchases to exceed 1.851 billion gallons.

Wastewater Fees

The City contracts with the City of Fort Worth's Water Department for the treatment of effluent collected from customers of the City's wastewater collection system. Customers of the City pay for the services rendered through two separate customer charges. For the fixed costs of the system all customers pay a fixed monthly charge. A further volume charge is predicated upon water volumes. Residential customer's volume charge is based upon the average of customer water usage during the months of December-February. Commercial customers pay a volume charged based upon actual water usage.

The second charge customers must pay is a sewer surcharge. The surcharge is a fee based upon the costs of treating effluent for B.O.D. (biological oxygen demand) and T.S.S. (total suspended solids). The rates for treatment of these elements vary among the customer classes. Residential customers pay a lower fee than commercial or industrial customers.

The schedule below reveals the changes for wastewater rates for the fiscal year. The rate increase is due entirely to increased costs for treatment by the City's wholesale service provider, the City of Fort Worth.

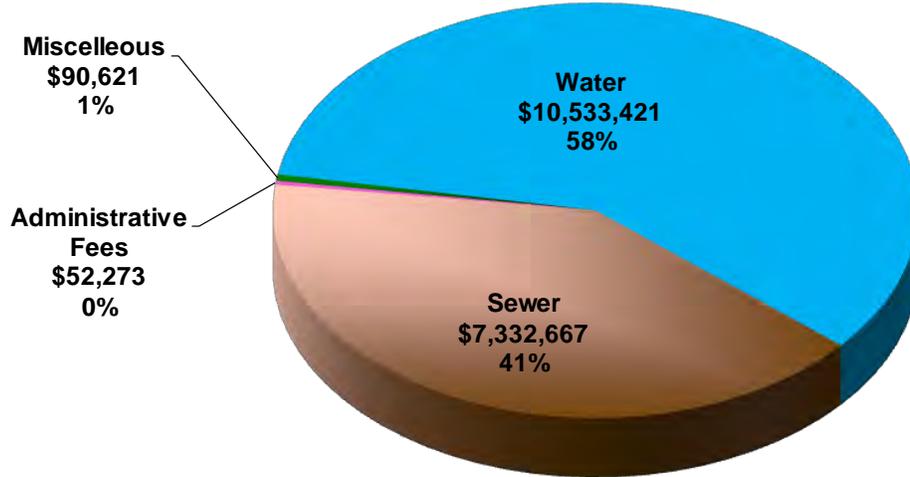
The rates approved for the fiscal year are shown below. The Sewer and Sewer Surcharges are combined in the dollar amounts listed beside the average gallons.

	Rate Effective 10/1/2014	Rate Effective 10/1/2015	Increase	% of Increase
Sewer				
Minimum monthly charge (include 1,000 gallons of water)	\$8.15	\$8.50	\$0.35	4.29%
Volume charge (per thousand gallons of water)	\$2.83	\$5.83	\$3.00	106.01%
BOD	\$0.43	\$0.37	-\$0.06	-13.67%
TSS	\$0.21	\$0.20	-\$0.01	-4.56%
Residential customer (average 7,500 gallons per month)	\$38.67	\$37.83	-\$0.84	-2.17%
Food service business (average 50,000 gallons per month)	\$522.20	\$479.83	-\$42.37	-8.11%
Large commercial business (average 250,000 gallons per month)	\$2,041.14	\$1,161.73	-\$879.41	-43.08%

The following page graphically presents the entire revenue stream of the Water and Sewer Fund.

**WATER & SEWER FUND
REVENUE SOURCES
FISCAL YEAR 2015**

Total Revenues \$18,008,982



	<u>Estimated FY 2014</u>	<u>Adopted FY 2015</u>	<u>% Change</u>
Water Service	9,373,973	10,533,421	12.4%
Sewer Service	7,352,120	7,332,667	-0.3%
Administrative Fees	50,750	52,273	3.0%
Miscellaneous	86,626	90,621	4.6%
Total Revenues	<u>\$16,863,469</u>	<u>\$18,008,982</u>	<u>6.8%</u>

The major categories are as follows:

Water Sales: The largest source of revenue to the City is water sales to residential, commercial, and industrial customers.

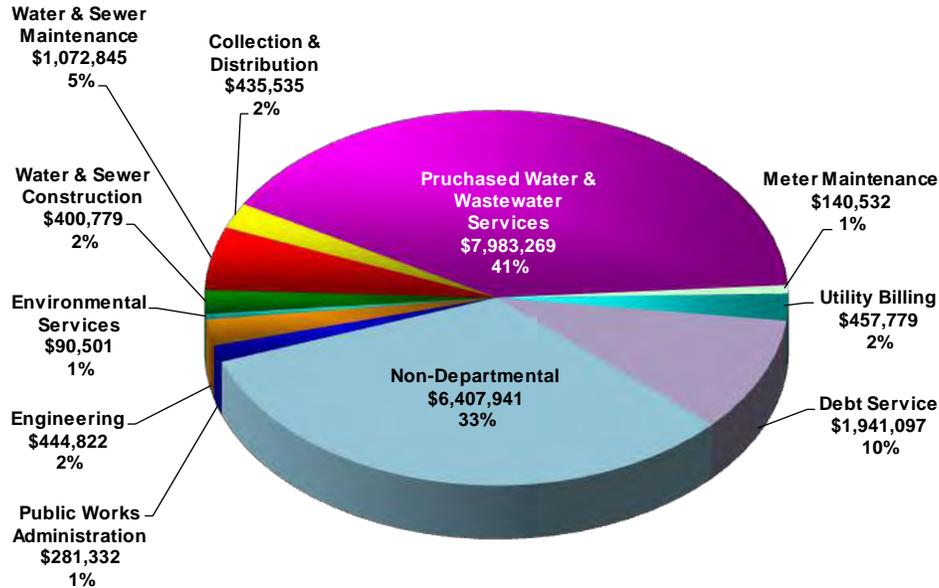
Sewer Service Charges: These revenues are charged in order to recover the cost of waste water treatment services provided by the City of Ft. Worth. Haltom City does not have its own treatment facilities.

Administrative Fees: These are revenues derived from other funds in payment for services performed by the Water and Sewer Fund.

Miscellaneous: Other fees collected and interest revenue.

**WATER & SEWER FUND
EXPENDITURES BY FUNCTION
FISCAL YEAR 2015**

Total Expenses \$19,656,432



	<u>Estimated FY 2014</u>	<u>Adopted FY 2015</u>	<u>% Change</u>
Public Works Administration	366,595	281,332	-23.3%
Engineering	468,256	444,822	-5.0%
Environmental Services		90,501	
Water & Sewer Construction	452,378	400,779	-11.4%
Water & Sewer Maintenance	949,812	1,072,845	13.0%
Collection & Distribution	461,453	435,535	-5.6%
Pruchased Water & Wastewater Services	7,413,828	7,983,269	7.7%
Meter Maintenance	153,445	140,532	-8.4%
Utility Billing	452,355	457,779	1.2%
Debt Service	1,951,600	1,941,097	-0.5%
Non-Departmental	6,276,080	6,407,941	2.1%
Total Expenditures	<u>\$18,945,802</u>	<u>\$19,656,432</u>	<u>4.6%</u>

**WATER & SEWER FUND
EXPENDITURES BY FUNCTION
FISCAL YEAR 2015**

The Water & Sewer Fund supports activities relating to water and sewer service.

The major categories are as follows:

Public Works Administration: Administers and provides support for the daily operations of the City's water and sewer system and other public works divisions.

Engineering: Engineers ensure that all public improvements as well as city projects are designed and built in accordance with accepted engineering and construction principles.

Water & Sewer Construction: Reconstructs inadequate water and sewer mains.

Water and Sewer Maintenance: Makes various repairs to the water and sewer system.

Collection & Distribution: This department is tasked with monitoring and operating the system that stores and delivers the water to customers. Collection & Distribution monitors water and sewer flows in order to maintain constant compliance with state and federal regulatory agencies. Tests are also conducted to test the sewer output of various industries in order to insure that they are being charged the correct amount for the treatment of the waste that their specific industry introduces to the system.

Purchased Water & Wastewater Services: Water purchased from City of Fort Worth and Sewer Services paid to City of Fort Worth.

Meter maintenance: replace and maintenance of water meters.

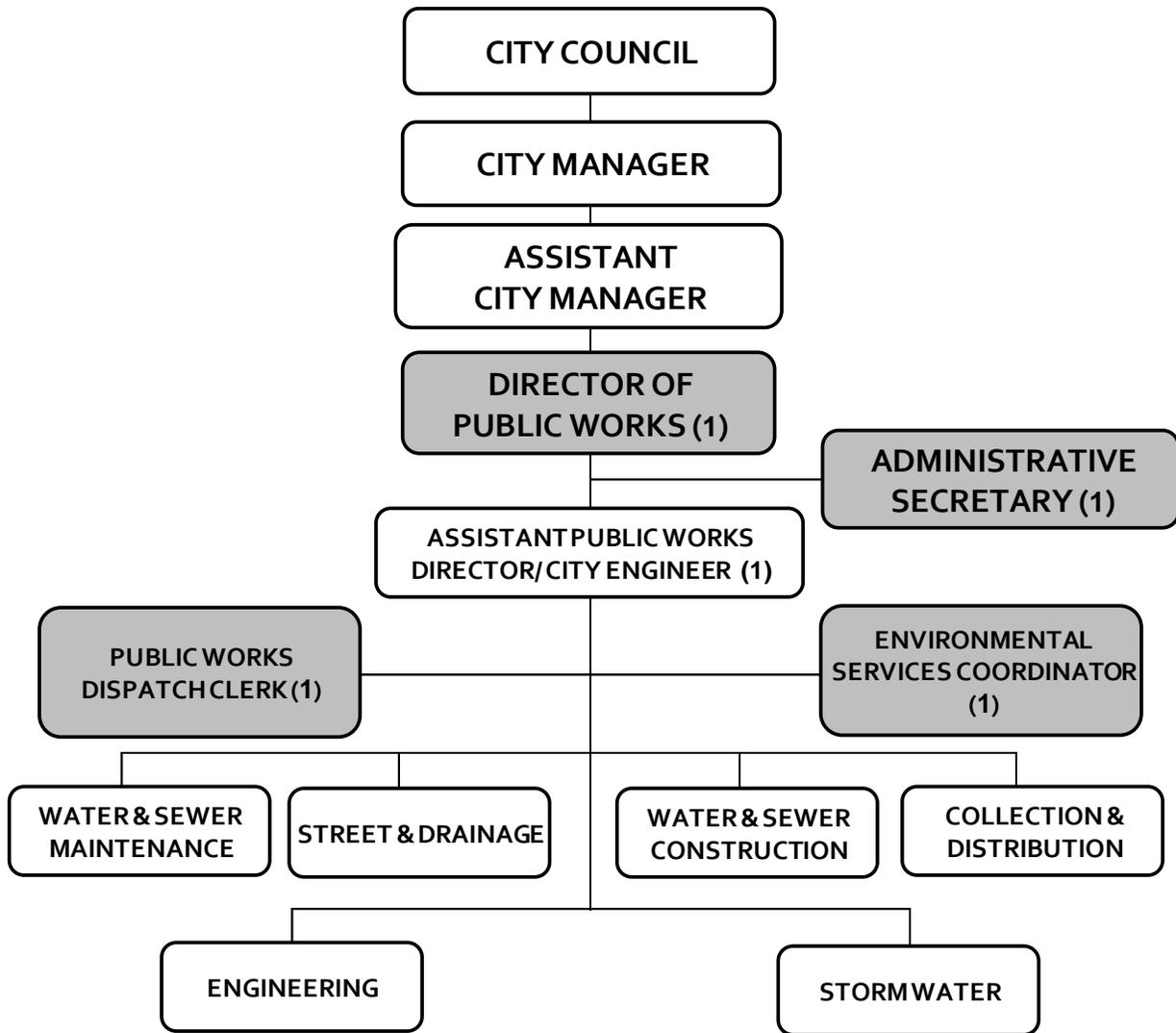
Utility Billing: Administers the billing and collection of water service to the community.

Debt Service: These expenditures are used to retire long-term debt the city has incurred in constructing water and sewer infrastructure.

Non-Departmental: Items which are not generally attributable to any one department such as: insurance, utilities, and workers compensation.

**WATER & SEWER FUND (41)
- PUBLIC WORKS ADMINISTRATION -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	G	NUMBER OF EMPLOYEES				
			<i>FISCAL YEAR</i>				
<u>Department or Division</u>	A	A	12	13	14	15	
Water & Sewer Fund	L	R					
Public Works Administration	S	D					
	S	E					
Director of Public Works	2601	86	1	1	1	1	
Environmental Services Coordinator	2701	54	1	1	1	1	
Administrative Secretary	2003	41	1	1	1	1	
Public Works Dispatch Clerk	2702	36	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	
			TOTALS:	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>

**WATER & SEWER FUND (41)
- PUBLIC WORKS ADMINISTRATION -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 330,185	\$ 352,860	\$ 354,271	\$ 268,838
Operations	8,623	12,324	12,324	13,388
Capital	-	-	-	-
TOTALS:	<u>\$ 338,808</u>	<u>\$ 365,184</u>	<u>\$ 366,595</u>	<u>\$ 282,226</u>

Mission Statement

To provide executive and administrative support and oversight to the Water & Sewer Construction, Water & Sewer Maintenance, Collection & Distribution, Street & Drainage and Engineering Divisions. To ensure that all public improvements are designed and built in accordance with City standards and accepted engineering and construction practices.

Description

Provides planning, personnel administration, personnel development, records management, water & sewer infrastructure maintenance, replacement activities, street maintenance and reconstruction oversight.

Goals and Objectives

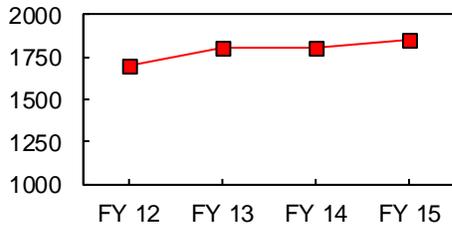
- Prompt attention to customer calls and service.
- Continue a quality street and utility rehab program.
- Liaison with other Departments and with Federal, State and Local organizations regarding water, sewer and streets.
- Proper customer/employee relations throughout Public Works.
- Continue an environmental complaint response program.
- Monitor the City's water and wastewater contracts with the City of Fort Worth.
- Provide a safety-training program for employees.
- Evaluate the overall condition of all streets through the assessment program.

WATER & SEWER FUND (41) - PUBLIC WORKS ADMINISTRATION -

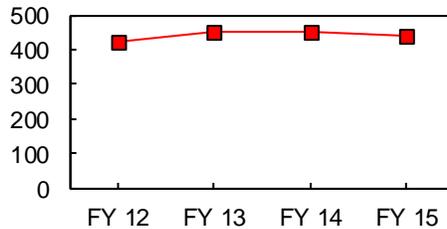
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Number of calls for service	1700	1800	1800	1850
2. % of Federal and State compliance	100%	100%	100%	100%
3. Number of calls for Environmental Services	423	450	450	440
4. Square feet of pesticide applied	8715	8715	8715	8715
5. % of citizen complaints resolved	95%	95%	95%	95%

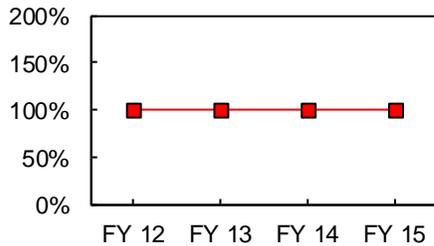
The first four performance measures are charted below .



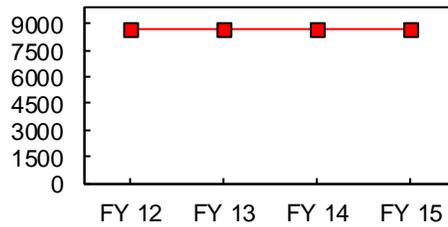
1. Number of calls for service



3. Number of calls for Environmental Services



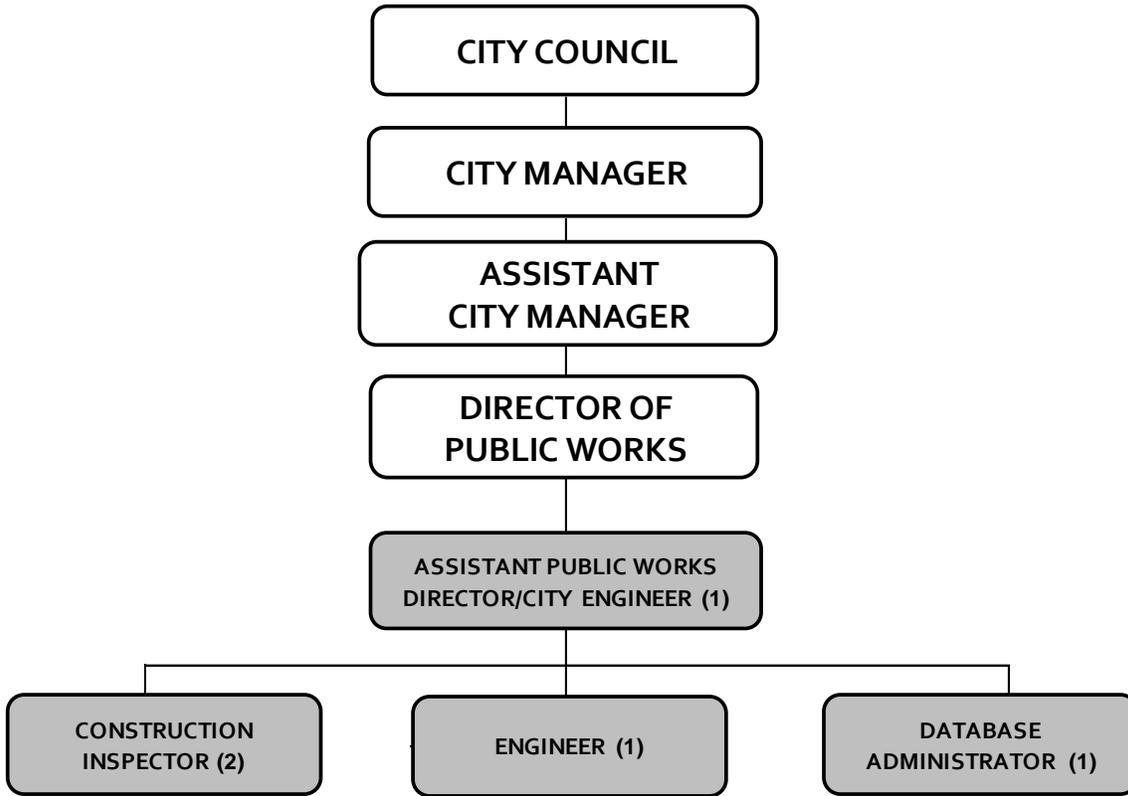
2. % of Federal and State compliance



4. Square feet of pesticide applied

**WATER & SEWER FUND (41)
- ENGINEERING -**

ORGANIZATION CHART & STAFF SUMMARY

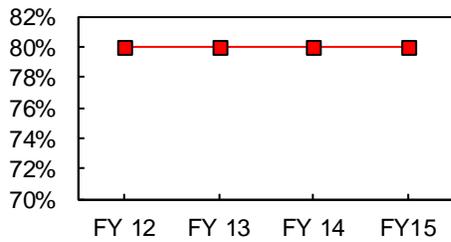


Fund	C	G	NUMBER OF EMPLOYEES			
			FISCAL YEAR			
Department or Division	A	A	12	13	14	15
Water & Sewer Fund	L	R				
Engineering	S	D				
	S	E				
Assistant Public Works Director/City Engineer	2602	77	1	1	1	1
Engineering Associate	2801	62	2	1	1	0
Database Admionistrator	2801	53	0	0	0	0
Engineer	2802	67	0	1	1	1
Construction Inspector	2803	50	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>
			TOTALS:	<u>5</u>	<u>5</u>	<u>5</u>

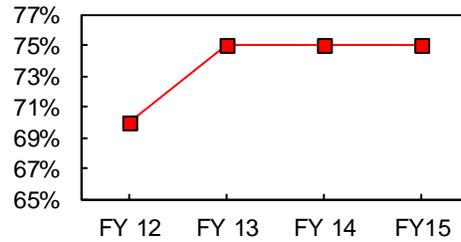
WATER & SEWER FUND (41) - ENGINEERING -

PERFORMANCE MEASURES

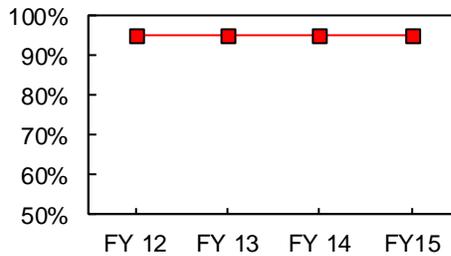
<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. % of plans reviewed within 3 weeks	80%	80%	80%	80%
2. % of phone calls and e-mails returned within 5 working days	95%	95%	95%	95%
3. % of projects completed on time	70%	75%	75%	75%



1. % of plans reviewed within 3 weeks

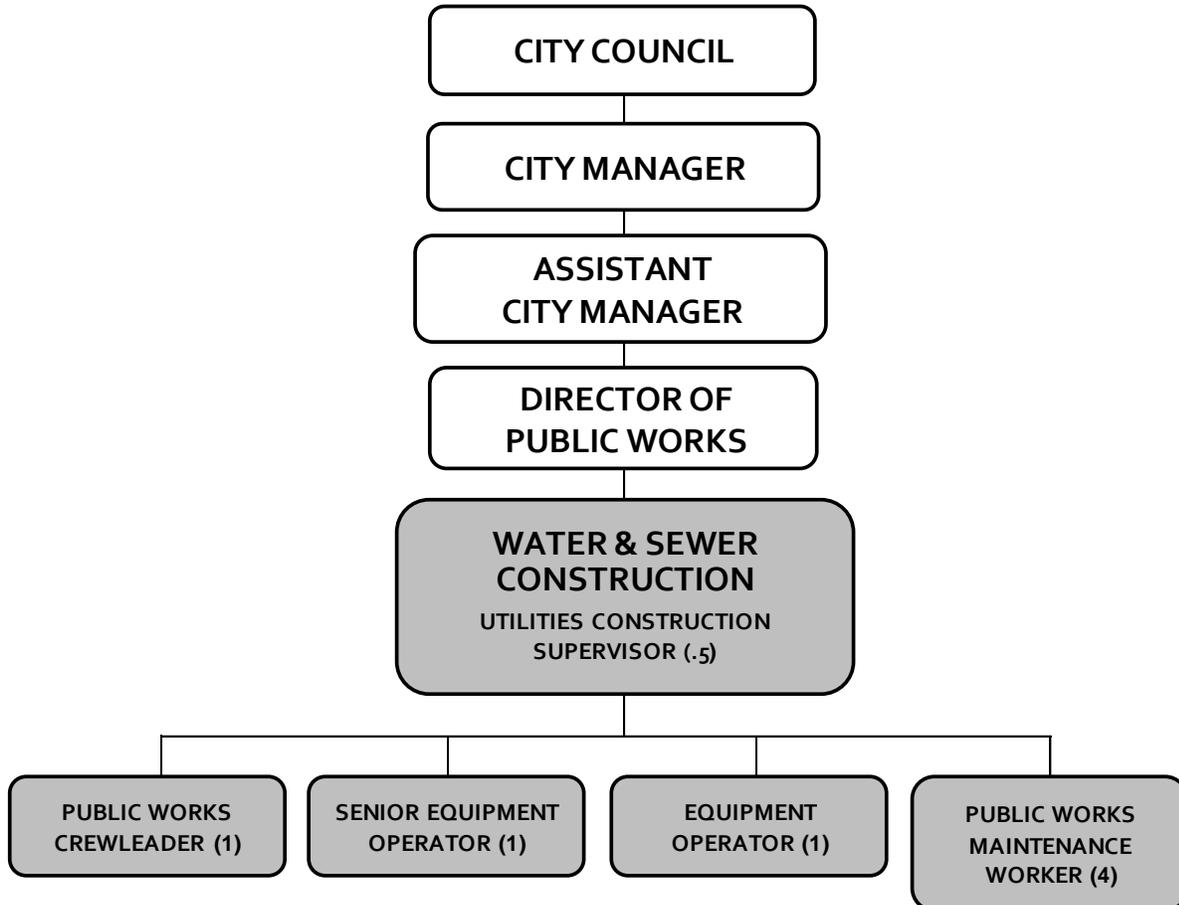


3. % of projects completed on time



2. % of phone calls and e-mails returned within 5 working days

WATER & SEWER FUND (41)
- WATER & SEWER CONSTRUCTION -
ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	G	NUMBER OF EMPLOYEES			
			<u>FISCAL YEAR</u>			
<u>Department or Division</u>	A	A	12	13	14	15

*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	1	1	1
Equipment Operator	2910	40	1	1	1	1
Public Works Maintenance Worker	2911	36	4	4	4	4

TOTALS: 7.5 7.5 7.5 7.5

*Construction Supervisor's salary costs are shared with Drainage Maintenance Division (45-331).

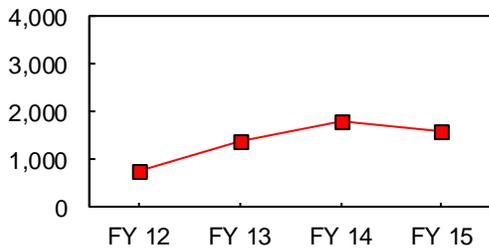
WATER & SEWER FUND (41)

- WATER & SEWER CONSTRUCTION -

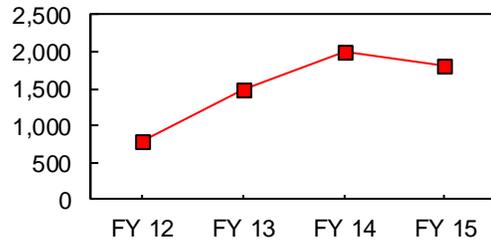
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. New water mains installed	750	1,400	1,800	1,600
2. New sewer mains installed	730	1,450	1,750	1,500
3. Streets reclaimed	800	1,500	2,000	1,800
4. Number of demolitions performed	5	9	10	8
5. Water construction costs	\$25.00	\$25.50	\$26.00	\$26.00
6. Sewer construction costs	\$22.00	\$22.50	\$23.00	\$23.00
7. Drainage construction costs	\$47.00	\$47.50	\$48.00	\$48.00
8. Total number of unforeseen projects	16	12	12	10

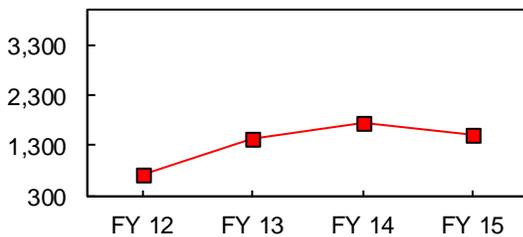
The first four performance measures are charted below.



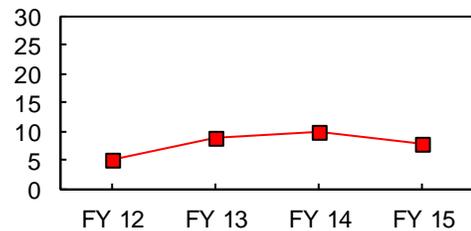
1. New water mains installed



3. Streets reclaimed



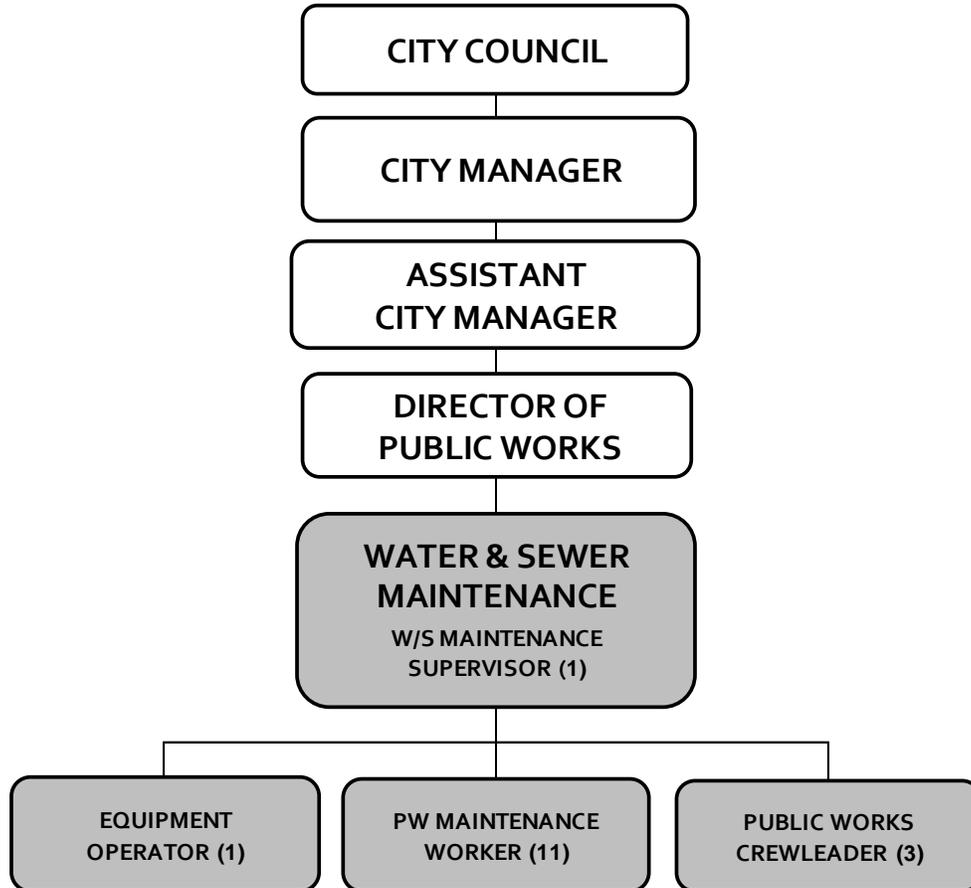
2. New sewer mains installed



4. Number of demolitions performed

**WATER & SEWER FUND (41)
- WATER & SEWER MAINTENANCE -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	G	NUMBER OF EMPLOYEES			
			<u>FISCAL YEAR</u>			
<u>Department or Division</u>	L	R	12	13	14	15
Water & Sewer Fund	A	A				
Water & Sewer Maintenance	S	D				
	S	E				
W/S Maintenance Supervisor	2904	62	1	1	1	1
Public Works Crewleader	2905	48	3	3	3	3
Equipment Operator	2910	40	1	1	1	1
PW Maintenance Worker	2911	36	<u>11</u>	<u>11</u>	<u>11</u>	<u>11</u>
			<u>16</u>	<u>16</u>	<u>16</u>	<u>16</u>

**WATER & SEWER FUND (41)
- WATER & SEWER MAINTENANCE -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 611,255	\$ 831,084	\$ 754,427	\$ 837,679
Operations	197,611	243,866	195,385	235,166
Capital	-	-	-	-
TOTALS:	<u>\$ 808,866</u>	<u>\$ 1,074,950</u>	<u>\$ 949,812</u>	<u>\$ 1,072,845</u>

Mission Statement

To provide effective delivery of water through the City's distribution system and an efficient service of water and wastewater through proper maintenance of the water and sanitary sewer collection system.

Description

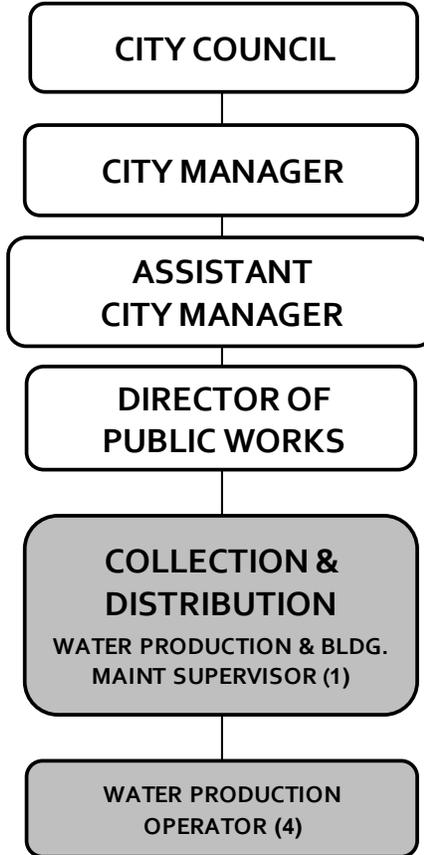
The Water & Sewer Maintenance Department provides maintenance of the City's water and sewer system.

Goals and Objectives

- To provide for expedient repair to all water main breaks and leaks.
- Monitor the sewer collection system through the use of television equipment and sampling.
- Perform the necessary repairs to the sewer collection system.
- Minimize sanitary sewer overflows through monitoring and repairs of the sewer system.
- Perform repairs to lift stations, fire hydrants, water meters and valves.
- Maintain fire protection and the City's insurance standards through the monitoring and flow testing of fire

**WATER & SEWER FUND (41)
- COLLECTION & DISTRIBUTION -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	G	NUMBER			
			OF			
<u>Department or Division</u>	A	A	EMPLOYEES			
			<i>FISCAL YEAR</i>			
Collection & Distribution	S	D	12	13	14	15
Water & Sewer Fund	L	R				
Water Production & Bldg. Maint. Supervisor	2902	62	1	1	1	1
Water Production Operator	2907	41	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>
TOTALS:			<u>5</u>	<u>5</u>	<u>5</u>	<u>5</u>

**WATER & SEWER FUND (41)
- COLLECTION & DISTRIBUTION -**

BUDGET SUMMARY & DIVISION NARRATIVE

	ACTUAL FY2013	ADOPTED FY2014	ESTIMATED FY2014	ADOPTED FY2015
Personnel Services	\$ 347,410	\$ 340,151	\$ 339,853	\$ 324,935
Operations	6,785,626	7,600,594	7,535,428	8,093,869
Capital	-	-	-	-
TOTALS:	<u>\$ 7,133,036</u>	<u>\$ 7,940,745</u>	<u>\$ 7,875,281</u>	<u>\$ 8,418,804</u>

Mission Statement

The Collection & Distribution Division provides water in the proper quantity, at adequate pressures, when and where it is needed for domestic, commercial and industrial use, as well as for adequate fire protection. This service is necessary 24 hours per day, seven days a week, and 365 days a year.

Description

Collection & Distribution provides water for our community, utilizing a state-of-the-art Supervisory Control and Data Acquisition (SCADA) system to manage and control the water and wastewater systems from a central control room. This division also serves as a 24-hour citizen response center for all Public Works Department inquiries and service requests.

Goals and Objectives

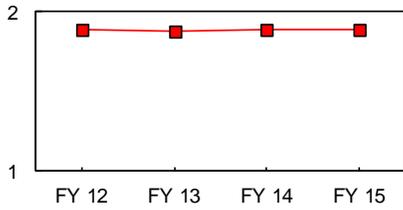
- Monitor water and wastewater system in accordance with Environmental Protection Agency and Texas Commission of Environmental Quality Rules and Regulations.
- Provide adequate water pressure throughout the community.
- Provide water to all customers.

WATER & SEWER (41)

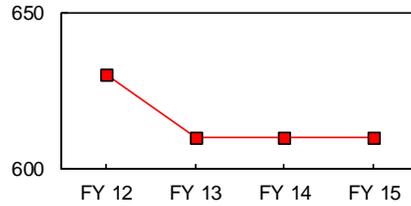
- COLLECTION & DISTRIBUTION -

PERFORMANCE MEASURES

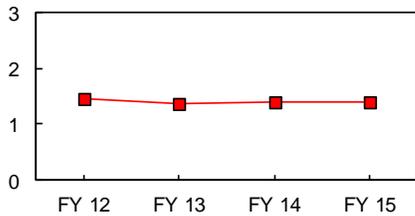
<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Billions of gallons of water purchased	1.89	1.88	1.89	1.88
2. Billions of gallons of sewage collected	1.45	1.38	1.41	1.39
3. Number of bacteriological samples collected	630	610	610	610
4. Number of tank inspections/ cleanings performed	14	14	14	14
5. Number of pump inspections performed	70	70	70	70
6. Number of pump valve & tank valve inspections performed	200	200	200	200
7. Number of pump & valve maintenance or replacements performed	14	14	14	14



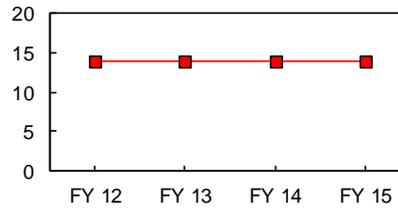
1. Billions of gallons of water purchased



3. Number of bacteriological samples collected



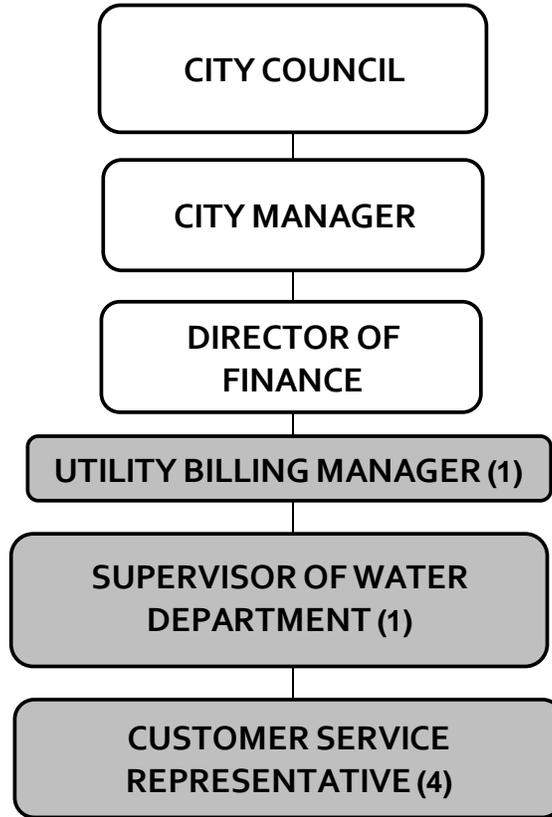
2. Billions of gallons of sewage collected



4. Number of tank inspections/cleanings performed

**WATER & SEWER FUND (41)
- UTILITY BILLING -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	R	NUMBER			
			OF			
<u>Department or Division</u>	A	N	<u>FISCAL YEAR</u>			
Utility Billing	S	G	12	13	14	15
Utility Billing Manager	2301	61	1	1	1	1
Supervisor of Water Department	2302	51	1	1	1	1
Customer Service Representative	2304	37	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>
	TOTALS:		<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>

**WATER & SEWER FUND (41)
- UTILITY BILLING -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 464,609	\$ 366,946	\$ 356,680	\$ 362,129
Operations	103,242	107,103	95,675	95,650
Capital	-	-	-	-
TOTALS:	<u>\$ 567,851</u>	<u>\$ 474,049</u>	<u>\$ 452,355</u>	<u>\$ 457,779</u>

Mission Statement

To provide accurate billing information and superior customer service.

Description

Utility Billing is responsible for relationships with the customer residents and businesses of Haltom City. This relationship includes accurately reading the water meters, billing for services, collecting and posting payments, opening and closing customer accounts, providing account information and collection of bad debt. Additionally this division processes the payments, fees and bank deposits that are collected by the other City departments.

Goals and Objectives

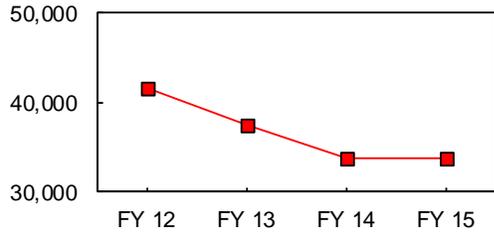
- Deliver quality, friendly service to each customer
- Continuously seek new methods of providing improved customer service and customer access.
- Work collaboratively with Building Inspections, Public Works and Police to address unsafe conditions in the City.
- Operate City-owned equipment in a manner safe for both employees and customers.

WATER & SEWER FUND (41) - UTILITY BILLING -

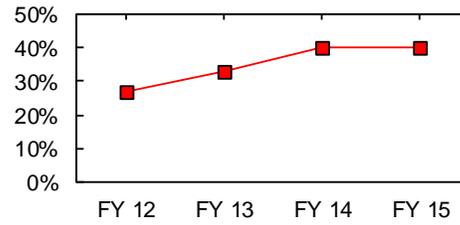
PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Total number of register transactions processed	41,572	37,560	33,804	33,804
2. Penalty % of total billings	1.92%	1.90%	2.00%	2.00%
3. % of total payments made over internet	27%	33%	40%	40%
4. Read cost per water meter	\$0.91	\$1.02	\$0.65	\$0.65
5. Number of cut offs	2,056	2,028	2,008	2,000

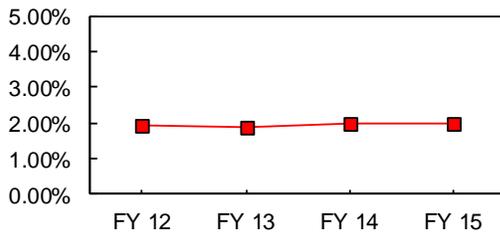
The first four performance measures are charted below.



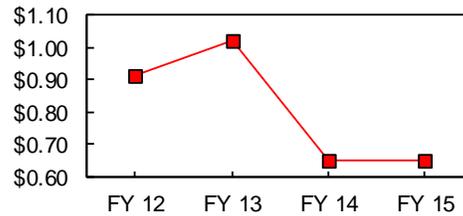
1. Total number of register transactions processed



3. % of total payments made over internet



2. Penalty % of total billings



4. Read cost per water meter

**WATER & SEWER FUND (41)
- DEBT SERVICE -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Principal	\$ -	\$ 1,395,000	\$ 1,395,000	\$ 1,425,000
Interest	519,770	556,600	556,600	516,097
Capitalized Interest	<u>5,510</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTALS:	<u>\$ 525,280</u>	<u>\$ 1,951,600</u>	<u>\$ 1,951,600</u>	<u>\$ 1,941,097</u>

Mission Statement

The mission of the Debt Service budget is to provide for the payment of bond principal and interest as they become due and payable.

Description

The issuance of debt finances projects related to the City's Water & Sewer System including both installation of new additions and repairs to existing portions of the system. Current projects are described in the Capital Projects Funds section of the budget. Revenue bonds are retired from net revenues of the Water and Sewer Fund.

**WATER & SEWER FUND (41)
- NON-DEPARTMENTAL -**

BUDGET SUMMARY & DIVISION NARRATIVE

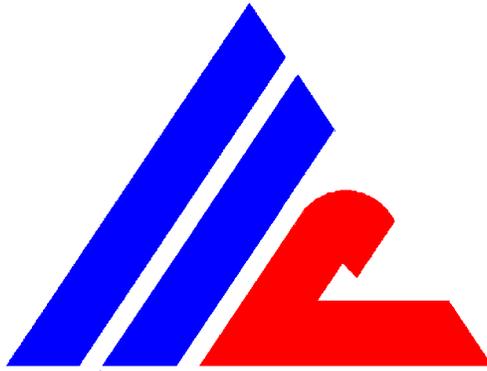
	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$ 47,296	\$ 70,000	\$ 70,000	\$ 70,000
Operations	4,620,756	4,723,468	4,670,013	4,664,543
Transfers	1,824,931	1,536,067	1,536,067	1,673,398
Capital	-	-	-	-
TOTALS:	<u><u>\$ 6,492,983</u></u>	<u><u>\$ 6,329,535</u></u>	<u><u>\$ 6,276,080</u></u>	<u><u>\$ 6,407,941</u></u>

Mission Statement

The mission of the Water Enterprise Fund/Non-Departmental is to manage and provide prudent oversight of the Water Enterprise Fund's insurance, utilities, bad debt expense, and other activities and expenses not specifically attributed to another department.

Description

This division accounts for items which are not generally attributed to any one division. Items such as: insurance, utilities, and bad debt expense are included.



A Place to Call Home



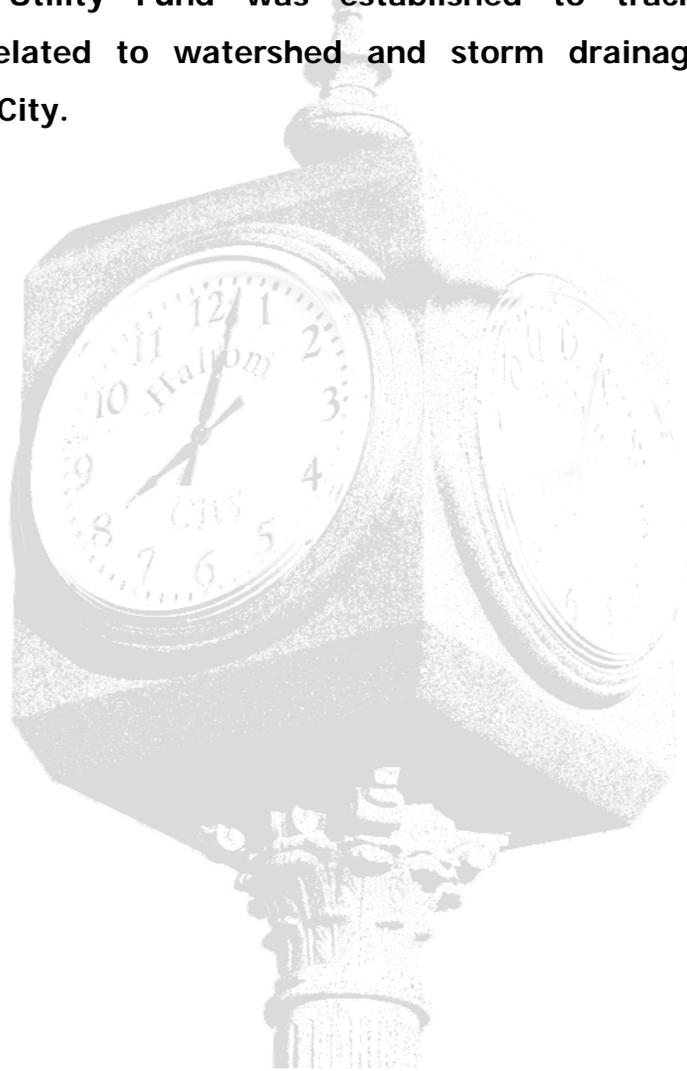
HALTOM CITY

TEXAS

Annual Budget 2015

DRAINAGE UTILITY FUND

The Drainage Utility Fund was established to track revenues and expenditures related to watershed and storm drainage improvements throughout the City.

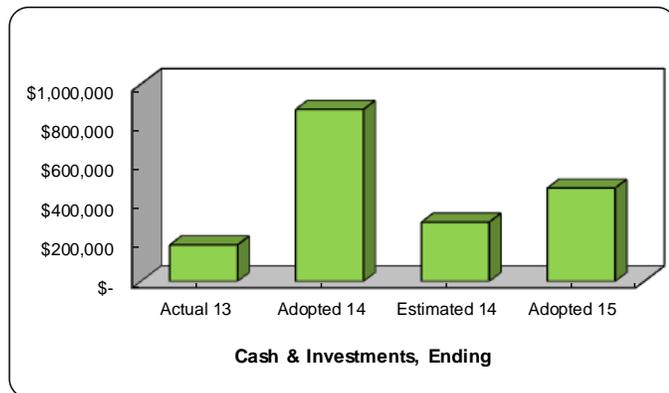


**DRAINAGE UTILITY FUND
BUDGET SUMMARY**

FUND 45

	ACTUAL FY 2013	ADOPTED FY 2014	ESTIMATED FY 2014	ADOPTED FY 2015
Cash & Investments, Beginning	\$ 602,385	\$ 696,679	\$ 185,538	\$ 300,841
<u>Receipts:</u>				
Drainage Fee Revenues	1,520,343	1,557,422	1,649,795	1,649,795
Penalty Revenues	45,675	35,820	63,212	63,212
Interest Income	(3,532)	0	5050	5000
Miscellaneous	0	100	2215	0
Transfer from: Street Reconstruction Fund	287,936	0	0	0
Transfer from: Capital Projects Fund	36,543	0	0	0
Transfer from: Drainage Const Fund	308,625	0	0	0
Net adjustments to reconcile operating income to cash receipts	(1,376,308)	0	0	0
Total Receipts	819,281	1,593,342	1,720,272	1,718,007
Cash & Investments Available	1,421,666	2,290,021	1,905,810	2,018,848
<u>Deductions:</u>				
Drainage Maintenance	439,320	505,619	468,274	491,827
Debt Service	104,278	295,740	295,740	298,440
Non Departmental	700,486	678,363	646,945	686,495
Transfer to General Fund / W&S	88,850	111,260	162,010	163,535
Transfer to Fund 46	231,885	212,000	342,000	215,000
Total Deductions	1,564,819	1,802,982	1,914,969	1,855,297
<u>Non-cash adjustments:</u>				
Depreciation/Amortization	(328,690)	(385,000)	(310,000)	(310,000)
Cash & Investments, Ending	\$ 185,538	\$ 872,039	\$ 300,841	\$ 473,551
Change in Cash Inc/(Dec)	\$ (416,848)	\$ 175,360	\$ 115,303	\$ 172,710

This fund is used to track drainage fee revenues and expenditures related to watershed and storm drainage improvements.



Drainage Utility Fund Funding Sources Fiscal Year 2015

The Drainage Utility maintains the City's stormwater drainage system. This system includes curb and gutter, storm drains and channels throughout the City. In November 2004 the City Council created the Utility to address long-standing flooding and drainage issues. The source of funds for the accomplishment of the mission 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 charged \$6.19 per month. Each commercial property is charged approximately \$51.40 per month for each acre, with adjustments made for variances in the run-off coefficient. The following schedule details the collections since the inception of the Utility:

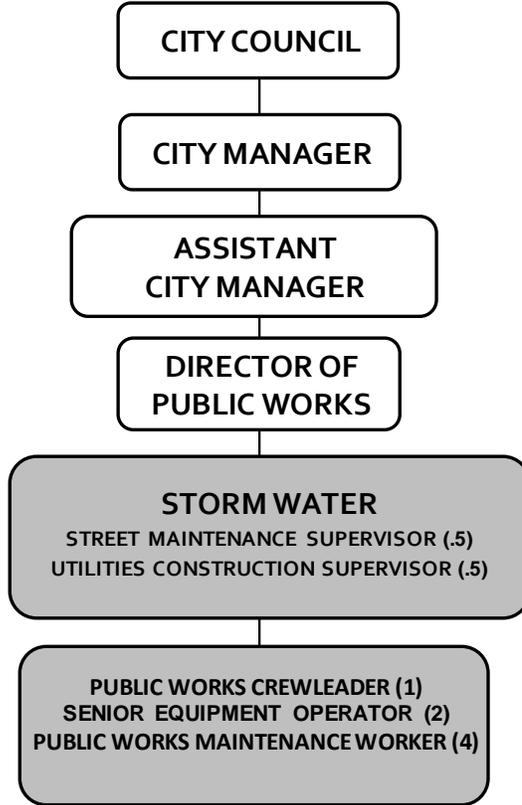
		Billing Revenues	Other Revenue	Transfers	Total Revenues
FY 2006	Actual	\$1,271,810	\$94,000		\$1,365,810
FY 2007	Actual	1,266,021	(13,602)		1,252,419
FY 2008	Actual	1,294,936	18,146		1,313,082
FY 2009	Actual	1,281,633	(131,391)		1,150,242
FY 2010	Actual	1,265,919	(1,863)		1,264,056
FY 2011	Actual	1,230,002	(310,585)		919,417
FY 2012	Actual	1,378,770	(220,716)		1,158,054
FY 2013	Actual	1,520,343	42,143	633,103	2,195,589
FY 2014	Estimated	1,649,795	70,477		1,720,272
FY 2015	Adopted	1,649,795	68,212		1,718,007

Billing revenues had peaked in FY2008 after a billing audit. A rate review was conducted during FY2012 and presented to the City Council. The Council asked the Staff to present an alternative. The Staff recommendation was accepted by the Council effective May 1, 2012. The increase is reflected in the noticeable increase in the FY2012 and projected FY2013 revenue.

As the City is landlocked, it will not be possible to increase operating revenues by increasing the amount of land available for billing. 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. Progress toward accomplishing these projects will be slow. The future projects will compete with other projects for financing with property tax revenues and oil and gas proceeds.

**DRAINAGE UTILITY FUND (45)
- DRAINAGE MAINTENANCE -**

ORGANIZATION CHART & STAFF SUMMARY



<u>Fund</u>	C	R	NUMBER OF EMPLOYEES			
			<u>FISCAL YEAR</u>			
<u>Department or Division</u>	A	N	12	13	14	15
Drainage Utility Fund	L	A				
Drainage Maintenance	S	G				
	S	E				

* 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	2	2	2	2
Public Works Maintenance Worker	2911	36	4	4	4	4
			<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>

* Utility Construction Supervisor costs are shared with Construction Division (41-314).

* Street Maintenance Supervisor costs are shared with Construction Division (01-321)

**DRAINAGE UTILITY FUND (45)
- DRAINAGE MAINTENANCE -**

BUDGET SUMMARY & DIVISION NARRATIVE

	<u>ACTUAL FY2013</u>	<u>ADOPTED FY2014</u>	<u>ESTIMATED FY2014</u>	<u>ADOPTED FY2015</u>
Personnel Services	\$403,329	\$450,448	\$413,103	\$436,656
Operations	35,991	55,171	55,171	55,171
Capital	-	-	-	-
TOTALS:	<u><u>\$439,320</u></u>	<u><u>\$505,619</u></u>	<u><u>\$468,274</u></u>	<u><u>\$491,827</u></u>

Mission Statement

The Drainage Maintenance Division provides maintenance for the drainage system throughout the City. The division maintains and cleans the drainage system through the shaping, grading of channels and removal of debris from the storm water infrastructure.

Description

The Drainage Maintenance Division implements maintenance programs in an effort to minimize flooding and pollution from storm water.

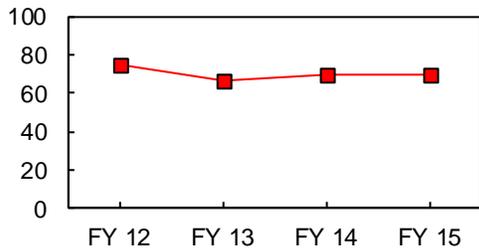
Goals and Objectives

- Reshaping and grading of channels.
- Cleaning debris from road and bridge crossings.
- Cleaning inlets and catch basins.
- Weed control through mowing and herbicide applications.
- Responding to customer requests pertaining to the drainage system.
- Larviciding ditches.

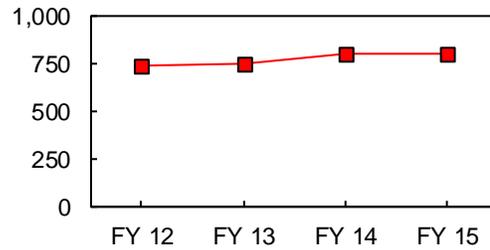
DRAINAGE UTILITY FUND (45) - DRAINAGE MAINTENANCE - PERFORMANCE MEASURES

<u>MEASURE</u>	<u>ACTUAL FY2012</u>	<u>ACTUAL FY2013</u>	<u>ESTIMATED FY2014</u>	<u>PROJECTED FY2015</u>
1. Mowing / Trimming Grass(Acres)	75	66	70	70
2. Erosion repairs w/riprap rock (Tons)	60	50	80	80
3. Inlet Cleaning (Each)	737	750	800	800
4. Herbicide Spraying (Gallons)	1,095	1,150	1,200	1,200
5. Graffiti Cover-up (Gallons)	12	22	22	20
6. Bridge Inspections and Debris Removal (Each)	14	14	14	14

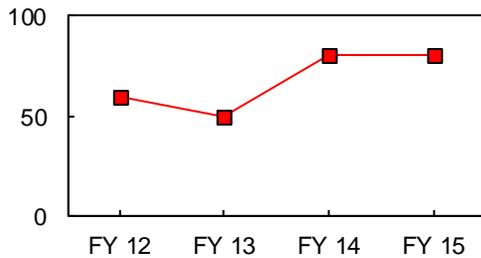
The first four performance measures are charted below.



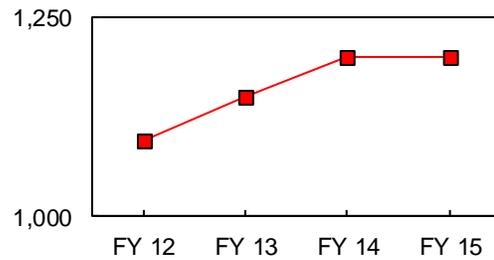
1. Mowing / Trimming Grass(Acres)



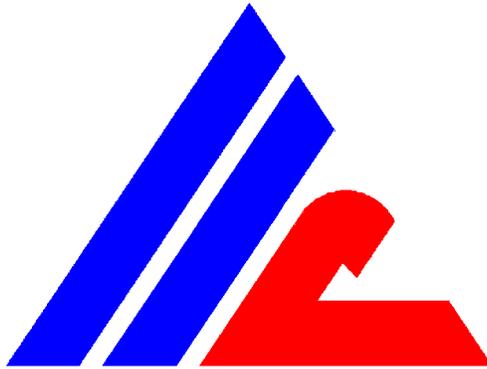
3. Inlet Cleaning (Each)



2. Erosion repairs w/riprap rock (Tons)



4. Herbicide Spraying (in Gallons)



A Place to Call Home

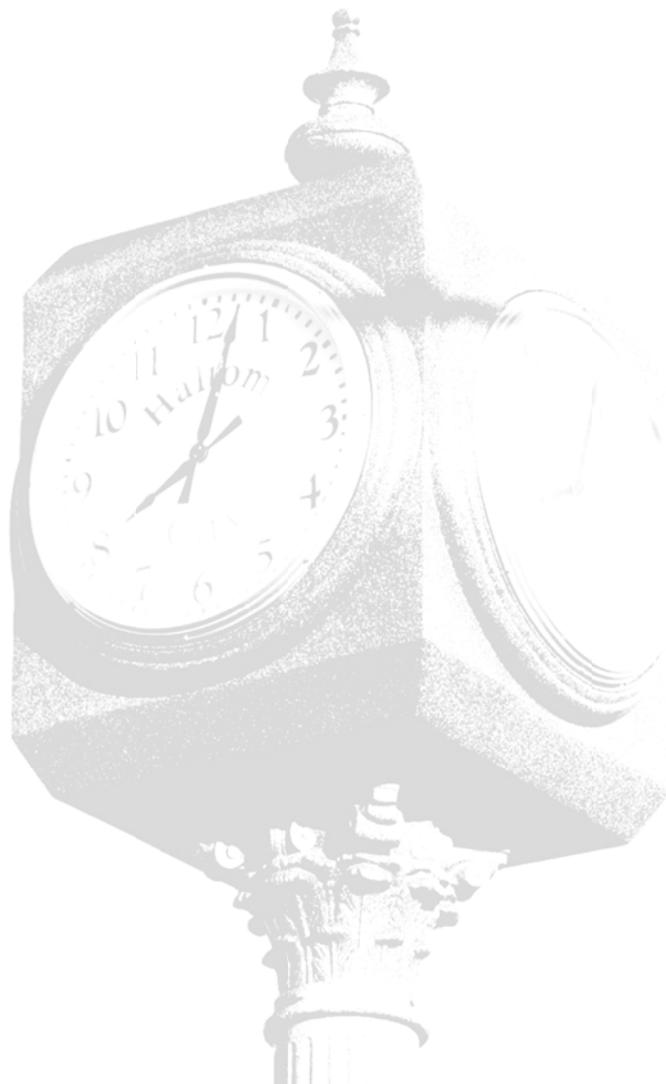


HALTOM CITY

TEXAS

Annual Budget 2015

SUPPLEMENTAL INFORMATION



HALTOM CITY

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 43,310 residents and some 3,468 businesses. Estimates by demographic experts are that the City is 78% 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%.



Prominent among the businesses located in Haltom City is the Sara Lee 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. 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 and public transit train station. The expansion began under the auspices of the Texas Department of Transportation (TxDOT) during 2010 and be complete within five (5) years. The City's share of investment into this project is expected to exceed \$9 million.

CITY OF HALTOM CITY

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 (3) 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.

RED LIGHT CAMERA - CITIZEN ADVISORY COMMITTEE

The City Council appoints a Citizen Advisory Committee consisting of one person appointed by each Council member. The committee shall review the traffic engineering study and advise the City Council on the installation and operation of the photographic traffic signal enforcement systems installed within the City limits based solely on such study. The committee shall not have any authority over the photographic traffic signal enforcement systems other than to make recommendations to the City Council with respect to decision concerning the installation of such systems based solely on the traffic engineering study. The members of the CCPD Board serve as the Red Light Camera – Citizen Advisory Committee.

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.

ECONOMIC DEVELOPMENT CORPORATION

The corporation was organized for the purpose of benefiting and accomplishing the promotion of industrial and manufacturing enterprises, to promote and encourage employment, and preserve the public welfare of the city. There are seven members and four must be members of the city council. The board meets in odd-numbered months and as needed.

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 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.

Haltom City

Past Mayors

Leon Rhineheart
1945 - 1947

Jack O. Lewis
1984 - 1991

J.C. Cunter
1947 - 1953
1957 - 1963

Charles Womack
1991 - 1993

Virgil Goodman
1953 - 1955

Trae Fowler
1993 - 1995

Robert R. Black
1955 - 1957

Gary Larson
1995 - 1999

Marvin L. Ward
1963 - 1965

Nancy Watkins
1999 - 2001

Virgil M. Daniels
1965 - 1971

Calvin White
2001 - 2006

Johnnie B. Lee
1971 - 1984

William D. Lanford
2006-2011

City of Haltom City Community Profile

Date of Incorporation as Combined City	1950
Form of Government	Council/Manager
Area	12.4 square miles
Miles of streets	171 miles
Number of street lights	1,707

Fire Protection:

Number of stations	3
Number of Fire Administrative Personnel	6
Number of firefighters and ranked officers	49
Number of fire hydrants	1,662

Police Protection:

Number of stations	1
Number of Police Administrative Personnel	6
Number of police officers	71
Number of patrol units on duty at any one time	5

Municipal Water Department:

Average daily consumption	5.18 million gallons/day
Miles of water mains	305 miles
Number of water connections	13,456

Sewers:

Sanitary sewers	141 miles
Storm sewers	306 miles
Number of sewer connections	14,069

Building permits issued (FY2013-2014)

Residential	279
Residential Value	\$2,446,382
Commercial	208
Commercial Value	\$8,957,382
Residential/New Single Family	5
Residential/New Single Family Value	\$756,844
Commercial/New Buildings	12
Commercial/New Buildings Value	\$3,416,230

Culture and Recreation:

Number of parks	10
Acres of park land	218
Number of picnic areas	8
Number of libraries	1
Number of volumes	122,555
Average monthly circulation	29,857

Employees: (Staffing as of October 1, 2014)

Civil Service/Sworn	123
Appointed	19
Non-Sworn Employees	144

Elections:

Registered voters	17,321
Number of votes cast in last municipal elections	762
Percent of votes cast to number of Registered voters	4.40%

Economics:

2014 Appraised Value:	
Real Property	\$1,749,099,593
Personal Property	<u>\$ 351,958,755</u>
Total 2013 Appraised Value:	\$2,101,058,348

Tax Rate per \$100 Valuation:

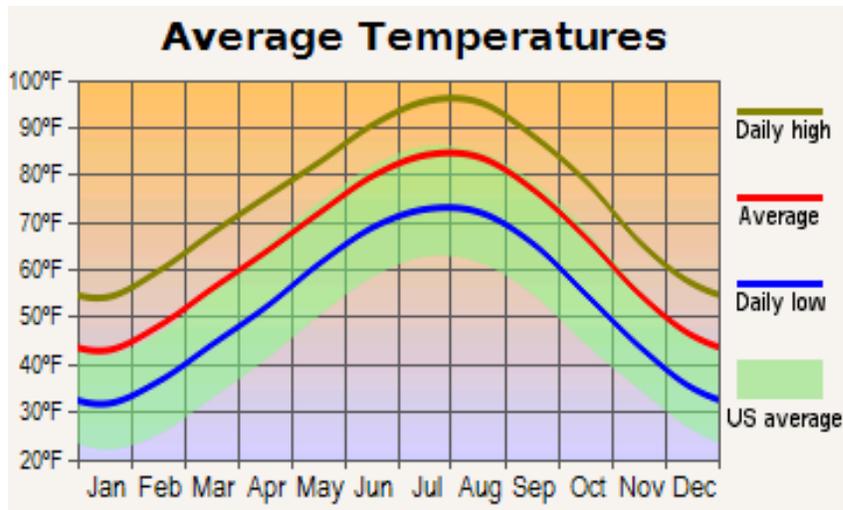
Haltom City	0.699990
Birdville Independent School District	1.435000
Tarrant County	0.264000
Tarrant County Hospital District	0.227897
Tarrant County College District	<u>0.149500</u>
Total Tax Rate per \$100 Valuation:	2.776390

Average Single Family Home Value \$81,225

Bond Rating:

Moody's	Aa3
Standard & Poor's	AA-

Average Temperatures:



Hospitals/Medical Centers near Haltom City:

- North Hills Hospital (about 5 miles)
- Healthsouth Rehabilitation Center (about 6 miles)
- Southwest Surgical Hospital (about 7 miles)
- Baylor All Saints Medical Center at Fort Worth (about 7 miles)
- Harris Methodist Fort Worth Hospital (about 7 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)

Major Employers:

Name	Industry	Number of Employees
Birdville ISD	Education	3,088
Hillshire Brands	Food Products	735
City of Haltom City	Government	294
Medtronic Midas Rex	Medical Products	270
GST Manufacturing	Metal Fabrication	260
Liberty Carton	Manufacturing	175
Lewis & Lambert Metal	Manufacturing	150
Nurse Assist	Manufacturing	126
Falcon Steel Company	Fabrication	121
Blackmon Mooring	Restoration	120
Unifirst	Uniforms and Workwear	120
MICA Corporation	Manufacturing	100

Major Roads and Thoroughfares:



HALTOM CITY

ACRONYMS AND ABBREVIATIONS

The following acronyms and abbreviations are used throughout the fiscal year 2013-2014 Annual Budget document:

A/C – Air Conditioning
ACO – Animal Control Officer
B.O.D. – Biological Oxygen Demand
CART – Child Abduction Response Team
Cobra – Consolidated Omnibus Budget Reconciliation Act
CCPD – Crime Control & Prevention District.
CDBG – Community Development Block Grant
CIP – Capital Improvement Plan
CLUP – Comprehensive Land Use Plan
CO or C.O. – Certificate of Obligation
CVC – Crime Victim Coordinator
EDC – Haltom City Economic Development Corporation
EMS – Emergency Medical Service
EPA – United States Environmental Protection Agency
FEMA – Federal Emergency Management Agency
GAAP – Generally Accepted Accounting Policies
GASB – Governmental Accounting Standards Board
GFOA – Government Finance Officers Association
GFOAT – Government Finance Officers Association of Texas
HCTV – Haltom City Cable Television
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
P & Z – Planning and Zoning
TAD – Tarrant Appraisal District
TML – Texas Municipal League
TMRS – Texas Municipal Retirement System
TP&W – Texas Department of Parks and Wildlife
T.S.S. – Total Suspended Solids
TxDOT – Texas Department of Transportation
V.T.C.S. – Vernon' Texas Civil Statutes
W&S – Water and Sewer
ZBA – Zoning Board of Adjustments

HALTOM CITY

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 and improvements.

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 the City 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 / 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 and bridges.

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 fixed 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 tangible, 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.

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 Utility Fund: This fund was created during the FY05 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 governmental accounting 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 expenditures. Enterprise funds in Haltom City are established for water and sewer service.

Expenditures: This term refers to the outflow of funds paid or to be paid for an asset obtained or goods and services obtained regardless of when the expense is actually incurred. This term applies to all funds.

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 property taxes, licenses and permits, local taxes, 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 and lands.

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 Fund, and 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 and 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.

Revenue: Funds that the government receives as income. Revenue includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, and interest income.

Revenue Bonds: Bonds usually sold for constructing a project that will produce revenue for the government. All or part of the revenue is used to pay the principal and interest of the bond.

Special Assessment: A compulsory levy made against certain properties to defray all or part of the cost of a specific capital improvement or service deemed to benefit primarily those properties.

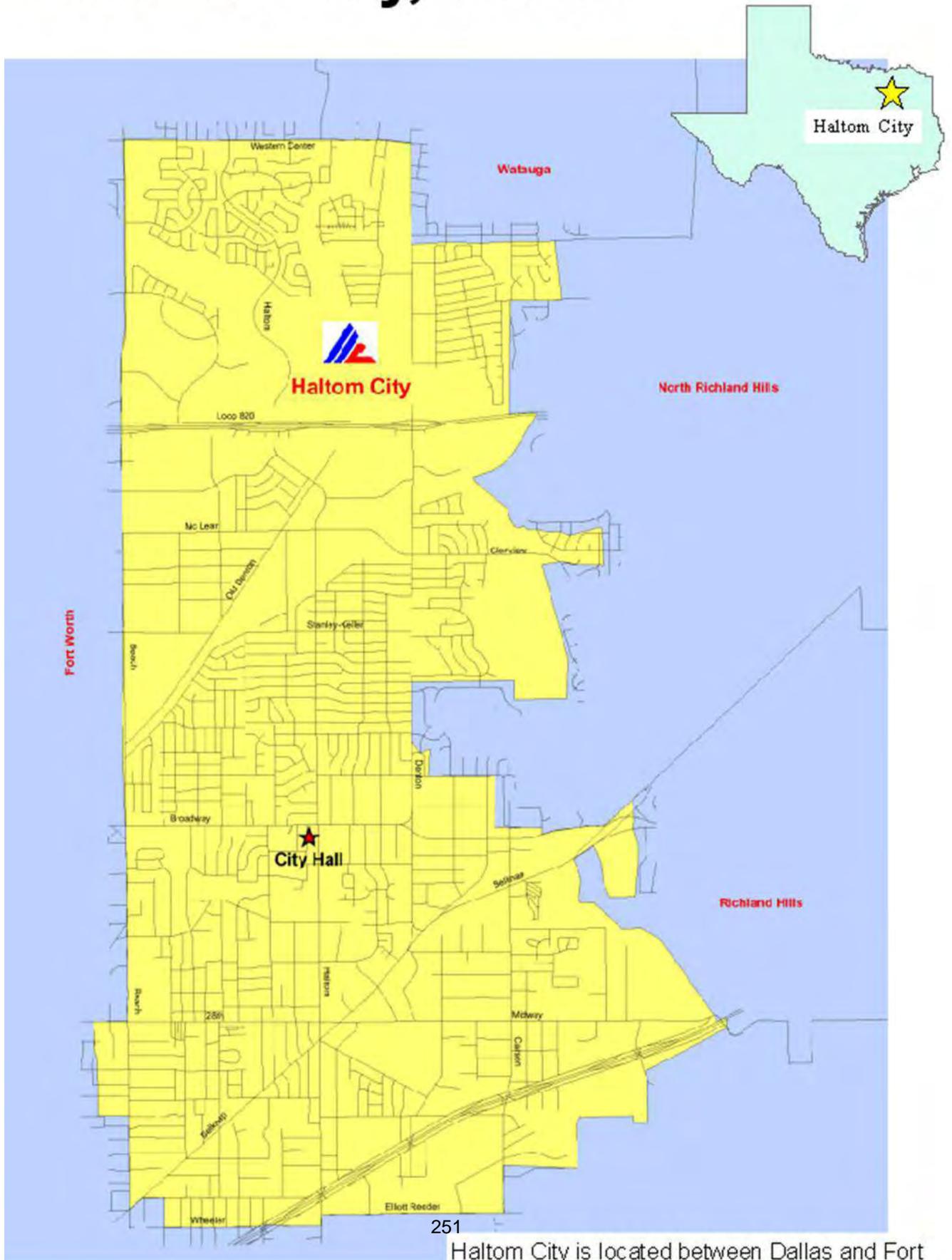
Special Revenue Funds: A governmental fund type used to account for the proceeds of specific revenue sources (other than for major capital projects) that are legally restricted or expenditure for specified purposes.

Storm Water: See Drainage Utility Fund.

Tax Rate: A percentage applied to all taxable property to raise general revenue. It is derived by dividing the total tax levy by the taxable net property valuation.

Taxes: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.

Haltom City, Texas



ORDINANCE NO. O-2014-029-03

APPROPRIATION ORDINANCE

AN ORDINANCE ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2014, AND ENDING SEPTEMBER 30, 2015, IN ACCORDANCE WITH THE CHARTER OF THE CITY OF HALTOM CITY, TEXAS; PROVIDING FOR THE FILING OF THE BUDGET; PROVIDING THAT THIS ORDINANCE SHALL BE CUMULATIVE OF ALL ORDINANCES; 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 submitted a budget proposal to the City Council prior to the beginning of the fiscal year, and in said budget proposal set forth the estimated revenues and expenditures and made the detailed classification as required by the City Charter of the City of Haltom City, Texas; 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, a Public Hearing was held by the City Council of the City of Haltom City, Texas on the 8th day of September, 2014; and

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, 2014 and ending September 30, 2015, 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, 2014, and ending the thirtieth day of September, 2015.

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.

Fund No.	Description	Approved Budget Fiscal Year 2014 – 2015
	Operating Funds	
01	General Fund	\$24,234,625
02	Parks Performance Fund	192,239
05	Debt Service Fund	4,915,614
11	Economic Development Fund	11,252,551
12	Crime Control and Prevention District Fund	1,670,823
13	Oil & Gas	951,044
14	Hotel/Motel Tax Fund	60,041
15	Court Security Fund	47,438
16	Court Technology Fund	42,704
17	Juvenile Case Manager Fund	48,529
18	Red Light Camera Fund	206,912
19	Grant Fund	77,687
20	PEG Fund	3,820
21	Fire Donation Fund	3,600
22	Library Donation Fund	82,900
23	Police Forfeiture Fund	46,000
24	Park Donation Fund	50,950
26	Safe Pathways Fund	10,000
27	Animal Shelter	5,150
28	Police Donation Fund	101,000
29	Police CART	2,500
41	Water & Sewer Fund	19,656,432
45	Drainage Fund	<u>1,855,297</u>
	Total Operating Funds	<u>\$65,517,856</u>
	Capital Projects	
31	Street Reconstruction Fund	\$3,291,799
32	Capital Projects Fund	3,401,309
39	Street Assessments Fund	1,200
42	Water and Sewer Capital Projects	786,920
44	Water & Sewer Impact Fees	400,000
46	Drainage Capital Projects	<u>254,491</u>
	Total Capital Projects	<u>\$8,135,719</u>
	All Funds Total	<u>\$73,653,575</u>

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. 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 8th DAY OF SEPTEMBER 2014.

ATTEST:

Art Camacho
Art Camacho, City Secretary

Richard Hutchison
Richard Hutchison, Mayor

PASSED AND APPROVED ON SECOND READING THIS 22nd DAY OF SEPTEMBER 2014.

ATTEST:

Art Camacho
Art Camacho, City Secretary



Richard Hutchison
Richard Hutchison, Mayor

APPROVED AS TO FORM AND LEGALITY:

Cara Leahy White
Wayne Olson, City Attorney
Cara Leahy White

ORDINANCE NO. O-2014-030-03

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 in all things complied with; and

WHEREAS, Public Hearings were held by the City Council of the City of Haltom City on the 25th day of August, 2014 and the 8th day of September, 2014;

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 2015 budget as required by state law; and

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 effective tax rate information as presented by the tax assessor for the tax year 2014, 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 2014 for the general use and support of the Municipal Government of the City of Haltom City, Texas, a total ad valorem tax of Sixty-Nine Point Nine-Nine-Nine Cents (\$.69999) 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 \$.22 cents or an adequate amount necessary to fund all General Fund debt service for fiscal year 2015.

- (b) To the General Fund for general municipal purposes the sum of \$.47999 cents for fiscal year 2015.

All monies collected and hereby apportioned and set apart for the specific purposes indicated and the funds 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 EFFECTIVELY BE RAISED BY 4.1 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$18.89.

SECTION 6.

THIS TAX RATE WILL RAISE MORE TAXES FOR DEBT SERVICE THAN LAST YEAR'S TAX RATE.

SECTION 7.

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 6.2 PERCENT AND WILL RAISE TAXES FOR DEBT SERVICE ON A \$100,000 HOME BY APPROXIMATELY \$12.78.

SECTION 8.

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 9.

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

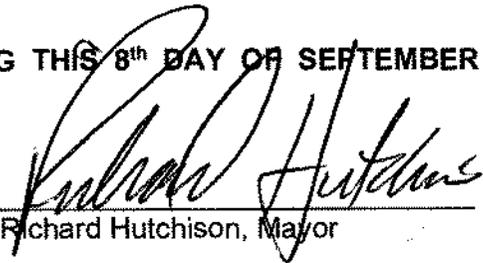
SECTION 10.

Ad valorem taxes for the year are due and payable on October 1, 2014 and shall become delinquent after January 31, 2015. 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 60th day after February 1, 2015, 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, 2015, 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.

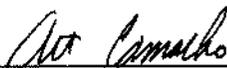
SECTION 11.

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

PASSED AND APPROVED ON FIRST READING THIS 8th DAY OF SEPTEMBER 2014.

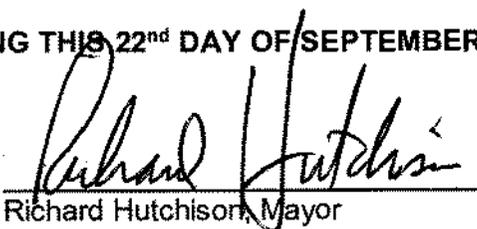

Richard Hutchison, Mayor

ATTEST:

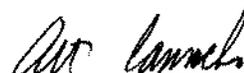

Art Camacho, City Secretary

PASSED AND APPROVED ON SECOND READING THIS 22nd DAY OF SEPTEMBER 2014.

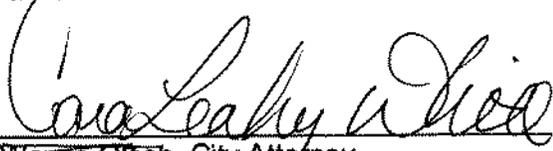
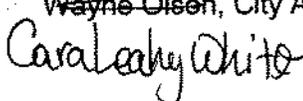


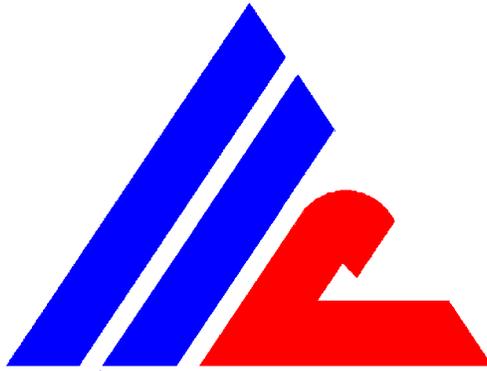

Richard Hutchison, Mayor

ATTEST:


Art Camacho, City Secretary

APPROVED AS TO FORM AND LEGALITY:


Wayne Olson, City Attorney




A Place to Call Home



HALTOM CITY

TEXAS

Annual Budget 2015