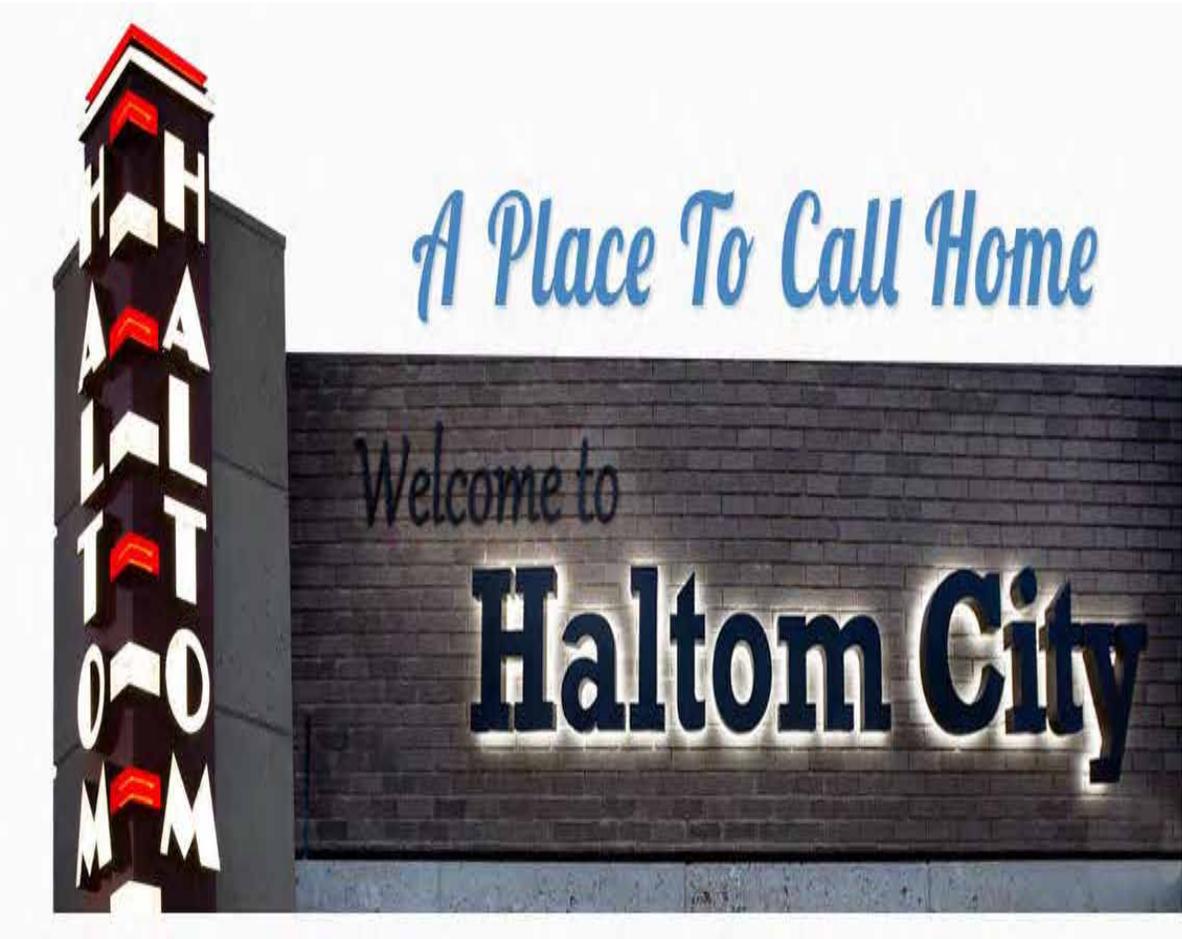


City of Haltom City, Texas
Annual Budget
Fiscal Year 2017



Adopted Annual Budget Fiscal Year 2016-2017

AS APPROVED BY THE MAYOR AND CITY COUNCIL

In accordance with Texas Local Government Code 102.007

This budget will raise more total property taxes than last year's budget by \$873,475 or 7.7%, and of that amount \$36,328 is tax revenue to be raised from new property added to the tax roll this year.

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

For:	Mayor Pro Tem Bob Watkins Councilmember Jeannine Nunn Councilmember Walter Grow Councilmember Scott Garrett Councilmember Stephanie Davenport Councilmember An Truong
Against:	None
Present and not voting:	Mayor David Averitt
Absent:	Councilmember Trae Fowler

Property Tax Rate Comparison

	Fiscal Year 2016-2017	Fiscal Year 2015-2016
Property Tax Rate	\$0.69999 / \$100	\$0.69999 / \$100
Effective Tax Rate	\$0.64980 / \$100	\$0.709255 / \$100
Effective M&O Rate	\$0.429199 / \$100	\$0.487072 / \$100
Rollback Tax Rate	\$0.730408 / \$100	\$0.763711 / \$100
Debt Tax Rate	\$0.23767 / \$100	\$0. 237674 / \$100

Municipal Debt Obligation supported by property tax: \$43,686,145.

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, 2015

Executive Director

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Annual Budget FY2017

BUDGET INTRODUCTION



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

- ❖ City Manager's Transmittal Letter
- ❖ Strategic Goals
- ❖ Organizational Chart
- ❖ Council Members and Management Staff
- ❖ Budget Calendar
- ❖ Budget Ordinance
- ❖ Tax Ordinance



A Place to Call Home

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, 2017

Honorable Mayor David Averitt
Members of the City Council

I am pleased to present to you the Annual Budget for Fiscal Year 2017, which begins October 1, 2016 and ends September 30, 2017. 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 total FY2017 adopted budget revenues are \$66,396,070 and the total expenditures are \$75,823,630. In comparison with last year's adopted budget, this budget represents an increase of \$2,193,656 (3%) in expenditures.

This document represents many hours of review, assessment and discussions by staff and City Council. The essential task is to produce a balanced budget. Staff and City Council have striven to address City Council's long-term strategic goals through current budget action plans also control increases in personnel and operation costs within the funds.

The FY2017 represents conservative financial planning. Demand for City services continued unabated for the past few years. 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.

MAJOR ISSUES AND PRIORITIES

The City of Haltom City has always shared the good fortune of Fort Worth and Northeast Tarrant County in general, with expanded job markets and general economic activity. This past year, the Fort Worth Metropolitan Statistical Area (MSA), in which Haltom City is located, has seen a moderately expansive growth driven by commercial construction, retail sales, services and transportation. Overall, the North Texas region has fared better than the nation as a whole.

Priorities for the FY2017 focus on reserving fund reserve levels, continuing a compensation plan for City employees, infrastructure maintenance, continuing capital improvements, providing quality municipal facilities and parks, and economic development.

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. For FY2017, the fund balance reserves for General Fund, Water and Sewer Fund and Drainage Funds were set at 18%, 22% and 25% respectively. The challenge moving forward is to protect these balances and to develop plans to replenish the General Fund reserve balance to a minimum of 20%.

Compensation – The first Council’s Long-term strategic goal is to “continue to build and maintain an empowered and loyal workforce”. The City’s investment in personnel is important. 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. There are no merit-based adjustments proposed for FY2017, 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 2% market adjustment and the scheduled step increases
- For non-sworn (general) employees, there will be a 2% increase for those in their current position over a year—or for those in their current position less than a year who are making less than \$50,000 annually

For the outlying years, the challenge 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.

Property Tax – The largest revenue source for the City is the property tax. The estimated net taxable certified tax rolls amount to over \$1.8 billion. Property tax revenue is expected to be about \$12.8 million with \$8.5 million for General Fund and \$4.3 million for Debt Service Fund. The proposed total property tax rate is \$0.69999 with \$0.46232 for General Fund and \$0.23767 for Debt Service Fund.

In November 2010, the voters approved \$21.208 million in capital projects 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. For FY2017, I&S rate was \$0.23767. However, there was no increase in the overall tax rate. The increase in I&S rate was absorbed by lowering the Maintenance and Operations (M&O) rate. This caused the General Fund reserve balance reduced to 18%. It is necessary to increase the overall tax rate in order to provide enough funding for capital projects and operating expenses.

Sales Tax – Sales tax is another large revenue source for the City with over \$12.6 million for FY2017. The City received 2% sales tax. The sales tax allocation for FY2016 was 1% for General Fund, 0.5% for Economic Corporation, 0.25% for Streets, and 0.25% for Crime Control and Prevention District. For FY2017, the allocation will be 1.375% for General Fund, 0.0% for Economic Development Corporation, 0.375% for Streets, and 0.25% for Crime Control and Prevention District. Since there will be no direct funding for Economic Development Corporation, transfers from General Fund to Economic Development Corporation will be needed in the future years. Also, the debt services payments from Economic Development sales tax will be from transfers from General Fund.

Infrastructure Maintenance – One long-term concern has been providing enough funding each year to maintain the City’s existing infrastructure – primarily streets. Many Cities are facing challenges with aging infrastructure and will be forced to absorb large reconstruction costs in the future if annual maintenance is not sufficient in the years following original road construction. The City Council allocated 3/8 of a cent of sales tax for streets for FY2017. The total revenues from Sales Tax for Street Reconstruction Fund for FY2017 totals over \$2.3 million.

Capital Improvement Program –The long-term Capital Improvement Programs are construction projects that reflect prioritization regarding the scheduling of projects, the related cost of the projects, and the funding of the projects. The Capital Improvement Program also addresses two of the Council’s Long-term Strategic Goals:- transportation and municipal facilities. Construction projects for FY2017 are as follows:

FUND		Streets	Parks	Water & Sewer	Drainage	Total
31	Street Reconstruction	4,278,000				4,278,000
32	Capital Projects	335,000	1,060,000		250,000	1,645,000
42	Water & Sewer Projects			4,683,000		4,683,000
46	Drainage Capital Projects				250,000	250,000
	Total	\$4,613,000	\$1,060,000	\$4,683,000	\$500,000	\$10,856,000

Vehicles – Replacement of vehicles and equipment for General Fund Departments are funded through the Capital Replacement Fund. Replacement of vehicles for Water and

Sewer Fund are from Water and Sewer Fund. For FY2017, new and replacement vehicles and equipment are listed below:

Division	Department	Description	Cost
121	Code Enforcement	2 New Vehicles @\$24,000	\$48,000
213	Police Patrol	4 New Vehicles @\$70,500	\$282,000
253	Fire Services	Ford Expedition	\$55,000
321	Streets	Volvo Dump Truck	\$128,050
321	Streets	Ford F-150	\$29,940
411	Parks	3/4 Ton Truck	\$31,000
411	Parks	3/4 Ton Truck	\$31,000
411	Parks	54" Ztrak Mower	\$8,525
411	Parks	60" Ztrak Mower	\$9,025
Total General Fund			\$622,540
315	Water/Sewer	Ford-F-150	\$29,940
316	Water/Sewer	3/4 Ton Truck	\$31,000
Total Water & Sewer Fund			\$60,940

Water and Sewer Rates – With the increase in charges from City of Fort Worth and increase in operation costs, it is necessary to increase the water and sewer rates. It is proposed to increase the water and sewer rate by about 7.25%. This increase will cost an average residential customer an additional \$3.60 per month.

Drainage Utility Rates – The drainage utility rates provide only a portion of the cost of the drainage projects. A rate increase of 10% is included in the FY2017 budget. Residential customers will be charged \$6.81 per month and commercial customers will \$0.0013 per square foot per month.

Economic Development – Three major economic development projects for the City are the North East Loop 820 Corridor, the Belknap Corridor and Overall Community revitalization / redevelopment. “Maximize the economic benefits of the 820 Corridor” is one of the Council’s Long-term Strategic Goals. Staff is looking forward to the development of a Strategic Economic Plan specific to our community.

North East Loop 820. “Maximize the economic benefits of the 820 Corridor” is one of the Council’s Long-term Strategic Goals. The City’s long-standing plan to construct roads on the north and south side of NE Loop 820—which cost over \$26 million—is finally nearing completion. This project is expected to initiate considerable economic growth on the undeveloped properties on the north and south sides of the NTE. The City has 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 a single-family and multi-family housing development. Another future TIF to support retail growth is planned for the south side of the NTE. The structure of the TIFs will be such that all possible revenues to the City will

be devoted to the development costs of the TIFs until the development costs are reimbursed. The key for the City is to continue to function financially without the new revenues for several years.

Belknap Corridor. The Belknap / Denton Highway Intersection Project intended to improve traffic flow and eliminate one of Tarrant County's worst traffic intersections commenced in spring 2015. The project is nearing completion—and is projected to be complete by October of 2016. The City and its private sector partners will attempt to revitalize and redevelop the Belknap Corridor by attracting new businesses and new development.

Community Revitalization / Redevelopment. Development plans for code enforcement and community beautification are immediate Council objectives. As such, plans will be re-evaluated 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 a significant investment in enhanced code enforcement operations, public space beautification, and owner-occupied home improvement assistance. All of these efforts are geared to improving the image of the City.

Performance Measurement/Management – Perhaps the key issue in sustainability for the City in this fiscal year and the future, entails measurement, management and reporting. Enhanced measurement and reporting is critical in order to gauge progress, measure effectiveness, determine accountability and guide future planning and operations. 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 current and future community needs and issues.

Personnel Expenditures/Expenses

The FY2017 budget includes an addition of five (5) new positions. They are all in the General Fund. The five positions are:

- 2 Code Enforcement Officers
- Public Safety Project Manager
- Battalion Chief; and
- Parks Director

The FY2017 budget reflects changes to personnel expenditures and benefits. The impact of the above referenced salary changes will be felt across all funds, as well as changes to healthcare and the change in the contribution rate for TMRS.

BUDGET SUMMARY

Expenditures for FY2017 total \$75,823,630. This represents an increase of \$2,193,656 (3%) compared to the previous adopted budget. Major increases are in General Fund, Water Sewer Fund and Water Sewer Utility Project Fund.

The adopted budget for FY2017 is presented as follows:

Operating Funds	Adopted Budget FY2016	Adopted Budget FY2017	Increase/ (Decrease)
General Fund	\$26,239,766	\$26,957,060	\$717,294
Debt Service Fund	4,902,187	5,396,432	494,245
Economic Development Fund	3,149,337	2,466,561	(682,776)
Crime Control & Prevention District Fund	2,001,184	1,620,230	(380,954)
Oil and Gas Fund	890,650	1,166,713	276,063
Hotel/Motel Tax Fund	59,808	59,614	(194)
Court Security Fund	34,000	34,000	0
Court Technology Fund	82,367	64,717	(17,650)
Juvenile Case Manager Fund	49,500	49,500	0
Red Light Camera Fund	199,830	244,173	44,343
Grant Fund	83,905	50,733	(33,172)
PEG Fund	52,500	50,000	(2,500)
Fire Donation Fund	0	3,000	3,000
Library Donation Fund	74,900	24,659	(50,241)
Police Forfeiture Fund	8,600	22,000	13,400
Park Donation Fund	81,100	67,500	(13,600)
Park Dedication Fund	0	0	0
Safe Pathways Fund	0	0	0
Animal Shelter Fund	0	0	0
Police Donation Fund	68,350	43,500	(24,850)
Police CART Fund	2,500	5,000	2,500
Street Reconstruction Fund	6,656,000	4,718,000	(1,938,000)
Capital Projects Fund	3,835,000	1,665,000	(2,170,000)
Capital Replacement Fund	0	622,540	622,540
Street Assessments Fund	0	0	0
Water & Sewer Fund	21,264,576	22,810,048	1,545,472
Water & Sewer Utility Projects Fund	1,685,000	4,683,000	2,998,000
Water and Sewer Impact Fees Fund	0	0	0
Drainage Utility Fund	1,947,614	2,487,201	539,587
Drainage Capital Projects Fund	261,300	512,450	251,150
Total Capital Projects Funds	\$73,629,974	\$75,823,630	\$2,193,656

CONCLUSION

In uncertain economic times, it is critical that the FY2017 budget continues to provide for a sound financial plan, reflects the priorities and policies 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.

On behalf of the staff, I would like to thank the Mayor and City Council for providing the leadership, policy and direction in formulating this budget. Special thanks and appreciation are extended to all employees who worked very hard to prepare this budget—and a special thanks to our Finance Director, Jennifer Fung.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'KL' with a long horizontal stroke extending to the right.

Keith Lane
City Manager

CITY OF HALTOM CITY STRATEGIC GOALS

Vision Statement

Create a safe, diverse and vibrant community where people choose to live, work and play

Mission Statement

To provide quality services to all members of the community

Council's Long-Term Strategic Goals

- Continue to build and maintain an empowered and loyal workforce.
- While being fiscally responsible, provide services to meet the needs of our growing community.
- Develop a comprehensive plan for addressing the growing transportation needs of Haltom City.
- Lead the city to build new municipal facilities that meet the public safety and administrative needs.
- Maximize the economic benefits of the 820 Corridor.
- Engage our community in order to develop a collective vision for the future of our city.

Council's Policy on 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

Values Statements

- Dependable: willing to commit and follow through
- Ethical: conforming to acceptable moral principles
- Responsive: conscientiously addressing the needs of constituents
- Respectful: considerate of others
- Accountable: taking responsibility for actions

Council Policy on Leadership

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

1. Communicate effectively in all directions.
2. Consciously build trust and high esteem.
3. Establish and maintain the highest standards of ethics and good work.

Council's Fiscal Policy

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

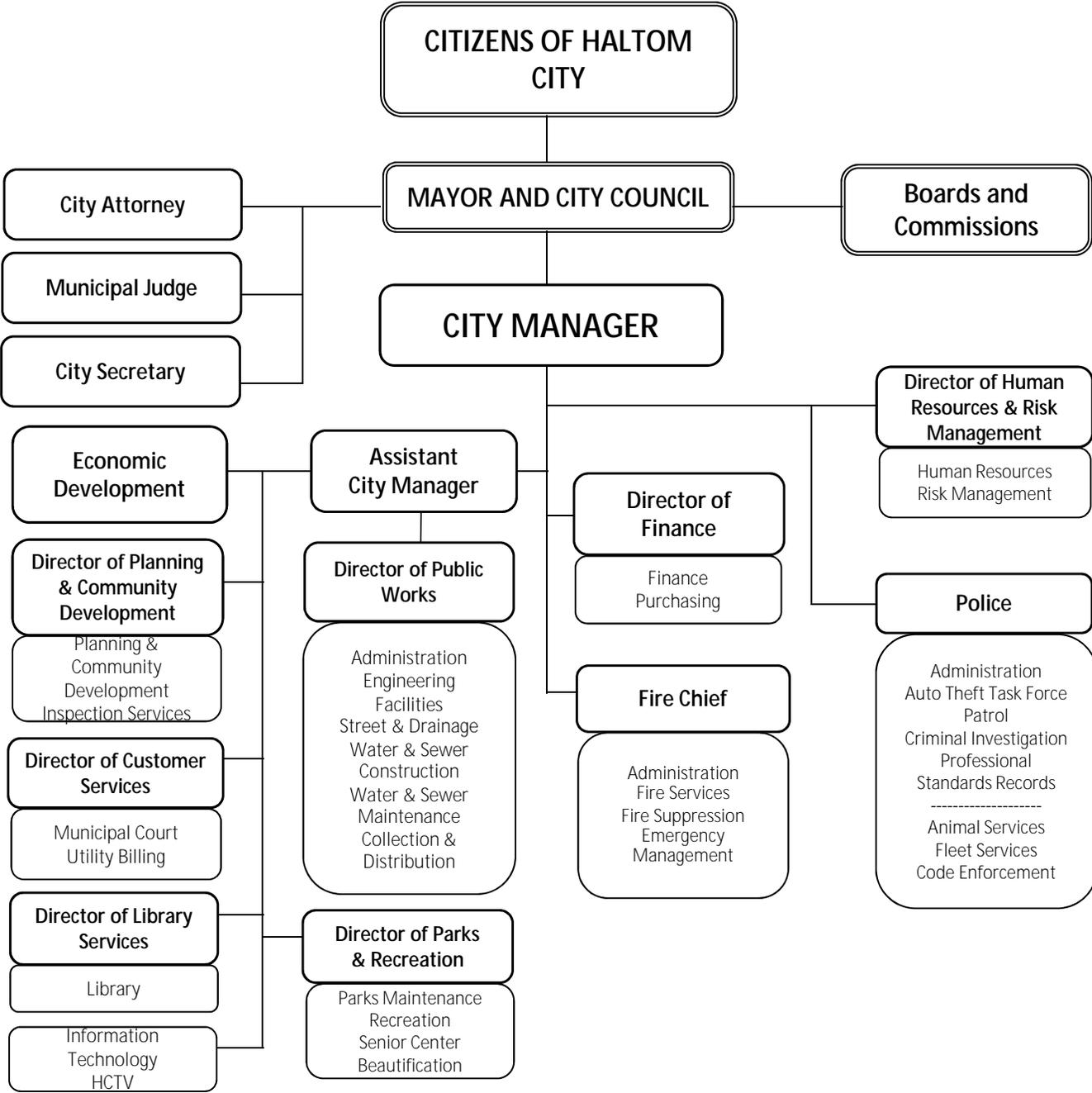


CITY OF HALTOM CITY

FISCAL YEAR 2017 GOALS MATRIX

	Economic Development	Organizational Development	Community Development	Quality of Life
Administration	✓	✓	✓	✓
City Secretary	✓	✓		
City Council	✓	✓	✓	✓
Finance	✓	✓		
Human Resources		✓		
Planning & Community Services	✓	✓	✓	✓
Information Technology & HCTV	✓	✓	✓	✓
Fleet Service		✓		
Building Maintenance		✓	✓	
Police		✓	✓	✓
Fire		✓		✓
Municipal Court		✓		✓
Street / Drainage	✓	✓		✓
Parks & Recreation	✓	✓	✓	✓
Library		✓	✓	✓
Water and Sewer	✓	✓		✓
Drainage Utility	✓	✓		✓
Economic Development	✓	✓	✓	✓

CITY OF HALTOM CITY ORGANIZATION CHART FISCAL YEAR 2017



CITY OF HALTOM CITY CITY COUNCIL



David Averitt
Mayor



Trae Fowler
Place 4



Jeannine Nunn
Place 1



Bob Watkins
Place 5



Walter Grow
Place 2



Stephanie Davenport
Place 6



Scott Garrett
Place 3



An Truong
Place 7

CITY OF HALTOM CITY MANAGEMENT STAFF

City Manager	Keith Lane
Assistant City Manager	Rex Phelps
Director of Human Resources & Risk Management	Toni Beckett
City Secretary	Art Camacho
Director of Customer Service	Sidonna Foust
Director of Planning & Community Development	Justin French
Director of Finance	Jennifer Fung
Municipal Judge	Lorraine Irby
Police Chief	Cody Phillips
Director of Parks & Recreation	Christi Pruitt
Fire Chief	Steve Ross
Director of Library Services	Lesly Smith
Director of Public Works	Gregory Van Nieuwenhuize

BUDGET CALENDAR

DATE	DONE BY	TYPE	TASK/ACTION
DEPARTMENT'S BUDGET (March - May)			
March 22	All Depts	Meeting	Budget Planning Meeting - City Manager presents budget goals and expectations followed by budget preparation instructions from Finance Department and distribution of budget files and forms.
March 24 - May	All Depts	Deadline	Departments prepare & submit budget requests
April 4	All Depts	Deadline	Personnel request due to Human Resources Department
April 11	All Depts	Deadline	Capital requests due to Finance Department Fleet requests due to Equipment Services IT requests due to IT Department
May 2	All Depts	Deadline	Division budgets, Decision Packages, Rate Change Recommendations and Revenue Estimates due to Finance.
May 30	Finance	Deadline	City Manager's Working Copy due. A working draft of the line item budget with Fund Summaries and Decision Packages are provided to the City Manager.
CITY MANAGER'S BUDGET (June & July)			
June 8	TAD	Tax	Receive May Preliminary Tax Roll from TAD.
June 14	Finance	Meeting	Budget review with City Manager's Office
July 7	All Depts	Meeting	Budget review with all departments
July 8	Finance	Publish	Publish Notice of Public Hearing for CCPD Budget. This hearing will be held by the CCPD Board (7/28/16 Meeting). The proposed CCPD Budget is filed with the City Secretary for review and inspection by the general public.
July 25	TAD	Tax	Receive certified tax roll from TAD.
CITY COUNCIL'S BUDGET (July to September)			
July 28	Council	Deadline	Budget Proposal - 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.
July 28	CCPD	Meeting	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.
August 1	Council	Work Session	Budget Workshop - The Proposed Budget is reviewed by the City Council.
August 8	Council	Meeting	At Regular Council 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" notice 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.
August 8	Council	Meeting	CCPD Public Hearing - City Council conducts a public hearing to approve or reject the CCPD Proposed Budget. If rejected, the Council and CCPD Board must meet together to amend and approve the budget before the beginning of the fiscal year. 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)
August 22	Council	Meeting	At Regular Council Meeting, the Council will conduct the first required Public Hearing on the proposed property tax rate.
August 29	Council	Meeting	At Special Council Meeting, the Council will conduct the second required Public Hearing on the proposed 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 and the CCPD 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.
September 12	Council	Meeting	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 August 29 meeting.

BUDGET ORDINANCE

ORDINANCE NO. O-2016-022-03

APPROPRIATION ORDINANCE

AN ORDINANCE ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2016, AND ENDING SEPTEMBER 30, 2017, 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, the first Public Hearing was held by the City Council of the City of Haltom City, Texas on the 29th day of August, 2016; and the second Public Hearing was held by the City Council of the City of Haltom City on the 12th day of September, 2016; 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, 2016 and ending September 30, 2017, 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, 2016, and ending the thirtieth day of September, 2017.

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 Number	Fund Description	Proposed Fiscal Year 2017 Budget
<u>Operating Funds</u>		
01	General	\$26,957,060
05	Debt Service	5,396,432
11	Economic Development	2,466,561
12	Crime Control & Prevention District	1,620,230
13	Oil and Gas	1,166,713
14	Hotel/Motel Tax	59,614
15	Court Security	34,000
16	Court Technology	64,717
17	Juvenile Case Manager	49,500
18	Red Light Camera	244,173
19	Grant	50,733
20	PEG	50,000
21	Fire Donation	3,000
22	Library Donation	24,659
23	Police Forfeiture	22,000
24	Park Donation	67,500
25	Park Dedication	0
26	Safe Pathways	0
27	Animal Shelter	0
28	Police Donation	43,500
29	Police CART	5,000
41	Water & Sewer	22,810,048
45	Drainage Utility	2,487,201
	Total Operating Funds	<u>\$63,622,640</u>
<u>Capital Projects Funds</u>		
31	Street Reconstruction	\$4,718,000
32	Capital Projects	1,665,000
35	Capital Replacement	622,540
39	Street Assessments	0
42	Water & Sewer Utility Projects	4,683,000
44	Water and Sewer Impact Fees	0
46	Drainage Capital Projects	512,450
	Total Capital Projects Funds	<u>\$12,200,990</u>
	All Funds Total	<u><u>\$75,823,630</u></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.

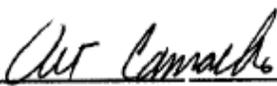
It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of 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.

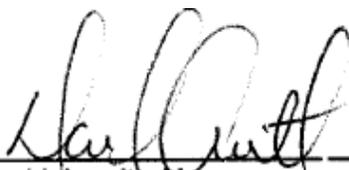
This ordinance shall be in full force and effect from and after its passage, and it is so ordained.

PASSED AND APPROVED ON FIRST READING THIS 29th DAY OF AUGUST 2016.

ATTEST:



Art Camacho, City Secretary



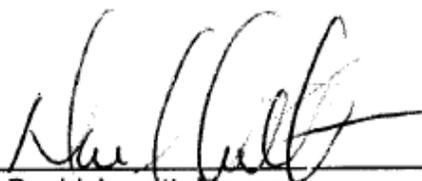
David Averitt, Mayor

PASSED AND APPROVED ON SECOND READING THIS 12nd DAY OF SEPTEMBER 2016.

ATTEST:



Art Camacho, City Secretary



David Averitt, Mayor

APPROVED AS TO FORM AND LEGALITY:



Wayne Olson, City Attorney



TAX ORDINANCE

ORDINANCE NO. O-2016-023-03

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 22nd day of August, 2016 and the 29th day of August, 2016;

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 2017 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 2016, 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 2016 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 (\$0.69999) 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 \$0.23767 cents or an adequate amount necessary to fund all general government debt service for fiscal year 2017.
- (b) To the General Fund for general municipal purposes the sum of \$.46232 cents for fiscal year 2017.

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 7.16 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$0.

SECTION 6.

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

SECTION 7.

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

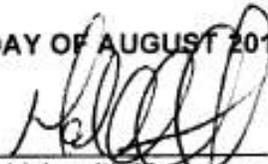
SECTION 8.

Ad valorem taxes for the year are due and payable on October 1, 2016 and shall become delinquent after January 31, 2017. 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, 2017, 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, 2017, 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 9.

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

PASSED AND APPROVED ON FIRST READING THIS 29th DAY OF AUGUST 2016.



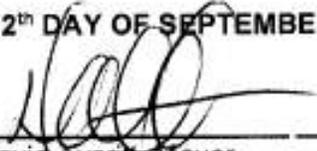
David Averitt, Mayor

ATTEST:



Art Camacho, City Secretary

PASSED AND APPROVED ON SECOND READING THIS 12th DAY OF SEPTEMBER 2016.



David Averitt, Mayor

ATTEST:



Art Camacho, City Secretary

APPROVED AS TO FORM AND LEGALITY:



Wayne Olson, City Attorney



BUDGET OVERVIEW

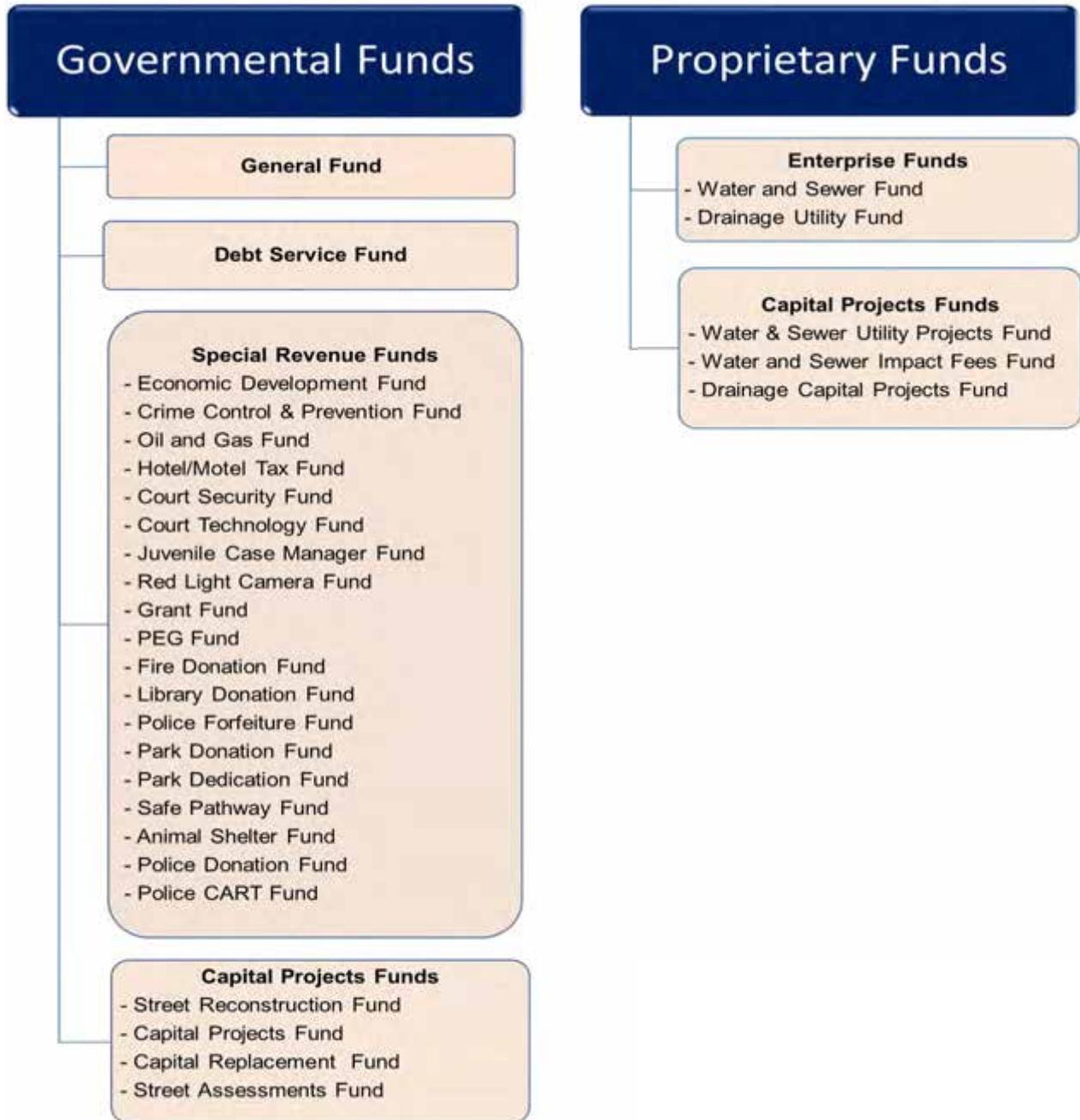


An overview of the annual budget presented in a series of tables, charts and graphs designed to give readers an overall general understanding of the budget.

- ❖ Fund Structure
- ❖ Combined Budget Summary
- ❖ Summary of Revenues, Expenditures and Fund Balance
 - All Funds
 - Special Revenue Funds
 - Capital Projects Funds
- ❖ Where The Money Comes From
 - By Revenue Type
 - By Fund Type
- ❖ Where The Money Goes
 - By Expenditure Type
 - By Fund Type
 - By Function
- ❖ Property Values and Tax Rates
- ❖ Major Revenues

FUND STRUCTURE

Accounts are organized on the basis of fund and each fund is considered to be a separate accounting entity. All funds, both governmental and proprietary, are subject to appropriation. Fund descriptions are detailed on the divider pages preceding each section.



**CITY OF HALTOM CITY
CONSOLIDATED SUMMARY OF ALL FUNDS
FISCAL YEAR 2017**

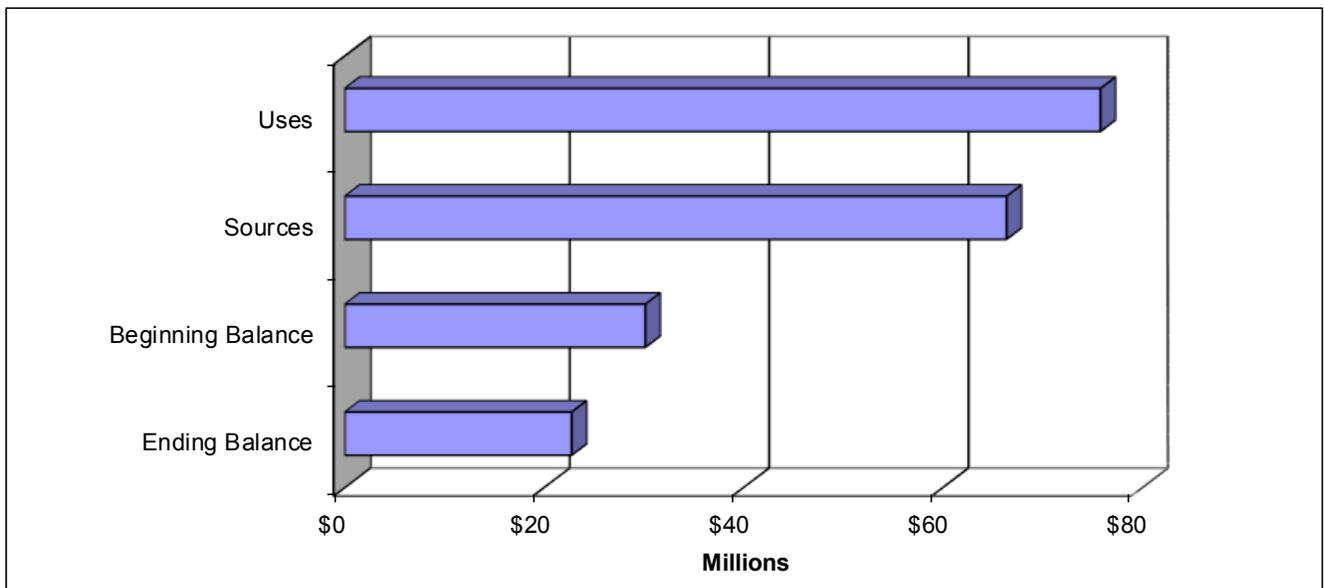
Fund No.	Fund Title	Estimated Fund Balance 10/1/2016	Interest & Operating Revenues	Inter-Fund Transfers In	Total Revenues [Sources]
01	General Fund	\$5,405,143	\$25,374,377	\$1,443,200	\$26,817,577
05	Debt Service Fund	377,229	4,371,419	841,976	5,213,395
11	Economic Development Fund	2,693,038	10,000	-	10,000
12	Crime Control & Prevention District Fund	125,401	1,504,500	-	1,504,500
13	Oil and Gas Fund	2,825,542	195,000	-	195,000
14	Hotel/Motel Tax Fund	89,596	44,900	-	44,900
15	Court Security Fund	109,995	25,800	-	25,800
16	Court Technology Fund	65,612	30,800	-	30,800
17	Juvenile Case Manager Fund	158,733	53,200	-	53,200
18	Red Light Camera Fund	173,211	181,600	-	181,600
19	Grant Fund	12,603	50,733	-	50,733
20	PEG Fund	194,377	61,200	-	61,200
21	Fire Donation Fund	2,587	2,500	-	2,500
22	Library Donation Fund	106,456	41,700	-	41,700
23	Police Forfeiture Fund	66,501	22,400	-	22,400
24	Park Donation Fund	33,969	73,110	-	73,110
25	Park Dedication Fund	85,629	700	-	700
26	Safe Pathways Fund	55,335	400	-	400
27	Animal Shelter Fund	48,990	5,400	-	5,400
28	Police Donation Fund	34,106	43,000	-	43,000
29	Police CART Fund	6,080	30	-	30
31	Street Reconstruction Fund	5,261,310	4,409,333	-	4,409,333
32	Capital Projects Fund	1,198,161	1,015,000	-	1,015,000
35	Capital Replacement Fund	500,300	200	500,000	500,200
39	Street Assessments Fund	11,892	100	-	100
41	Water & Sewer Fund	4,974,016	21,130,492	-	21,130,492
42	Water & Sewer Utility Projects Fund	3,077,560	15,000	2,300,000	2,315,000
44	Water and Sewer Impact Fees Fund	883,414	20,000	-	20,000
45	Drainage Utility Fund	951,612	1,823,000	-	1,823,000
46	Drainage Capital Projects Fund	628,733	5,000	800,000	805,000
Total		\$ 30,157,131	\$ 60,510,894	\$ 5,885,176	\$ 66,396,070

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

Most funds are experiencing planned draw-downs of fund balance due to expenditures/expenses higher than revenues. This structural imbalance should be corrected in order to achieve financial stability and sustainability.

Debt Service & Operating Expenditures	Capital Outlay	Inter-Fund Transfers Out	Total Expenditures [Uses]	Depreciation Adjustment	Estimated Surplus/Deficit FY2017	Estimated Fund Balance 9/30/2017
\$26,421,560	\$35,500	\$500,000	\$26,957,060	-	(\$139,483)	\$5,265,660
5,396,432	-	-	5,396,432	-	(183,037)	194,193
1,601,298	490,000	375,263	2,466,561	-	(2,456,561)	236,477
1,620,230	-	-	1,620,230	-	(115,730)	9,671
-	-	1,166,713	1,166,713	-	(971,713)	1,853,829
59,614	-	-	59,614	-	(14,714)	74,882
1,000	-	33,000	34,000	-	(8,200)	101,795
58,117	-	6,600	64,717	-	(33,917)	31,695
1,500	-	48,000	49,500	-	3,700	162,433
\$188,173	56,000	-	244,173	-	(62,573)	110,638
\$50,733	-	-	50,733	-	0	12,603
50,000	-	-	50,000	-	11,200	205,577
3,000	-	-	3,000	-	(500)	2,087
24,659	-	-	24,659	-	17,041	123,497
22,000	-	-	22,000	-	400	66,901
67,500	-	-	67,500	-	5,610	39,579
-	-	-	-	-	700	86,329
-	-	-	-	-	400	55,735
-	-	-	-	-	5,400	54,390
43,500	-	-	43,500	-	(500)	33,606
5,000	-	-	5,000	-	(4,970)	1,110
-	4,718,000	-	4,718,000	-	(308,667)	4,952,643
-	1,665,000	-	1,665,000	-	(650,000)	548,161
622,540	-	-	622,540	-	(122,340)	377,960
-	-	-	-	-	100	11,992
19,990,048	-	2,820,000	22,810,048	1,700,000	20,444	4,994,460
-	\$4,683,000	-	4,683,000	-	(2,368,000)	709,560
-	-	-	-	-	20,000	903,414
1,567,201	-	920,000	2,487,201	340,000	(324,201)	627,411
-	512,450	-	512,450	-	292,550	921,283
\$ 57,794,105	\$ 12,159,950	\$ 5,869,576	\$ 75,823,631	\$ 2,040,000	(\$7,387,561)	\$ 22,769,571



**CITY OF HALTOM CITY
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
ALL FUNDS BY FUND TYPE
FISCAL YEAR 2017 WITH COMPARISONS TO FISCAL YEARS 2016 AND 2015**

	GOVERNMENTAL FUNDS			
	General Fund	Debt Service Fund	Special Revenue Funds	Governmental Capital Projects Funds
Beginning Balance	\$5,405,143	\$377,229	\$6,887,761	\$6,971,663
BUDGETED REVENUES				
Property Taxes	8,522,585	4,369,419	-	-
Sales & Other Taxes	8,756,554	-	1,544,000	2,384,333
Franchise Fees	4,040,000	-	60,000	-
Licenses/Permits/Fees	359,285	-	180,000	-
Intergovernmental Revenues	39,300	-	72,733	-
Charges For Service	1,833,243	-	78,500	-
Fines & Fees	1,673,450	-	287,000	-
Bond Proceeds	-	-	-	3,000,000
Miscellaneous Revenues	224,960	2,000	124,740	40,300
Interfund Transfers	1,368,200	841,976	-	500,000
TOTAL REVENUES	26,817,577	5,213,395	2,346,973	5,924,633
BUDGETED EXPENDITURES				
Personnel	\$20,301,367	-	1,151,808	-
Operations	6,120,194	-	2,030,566	-
Capital Outlay	35,500	-	1,159,350	6,945,540
Debt Service	-	5,396,432	841,976	60,000
Interfund Transfers	500,000	-	788,200	-
TOTAL EXPENDITURES	26,957,060	5,396,432	5,971,900	7,005,540
Depreciation Adjustments	-	-	-	-
Ending Balance	\$5,265,660	\$194,193	\$3,262,834	\$5,890,756

GOVERNMENTAL FUNDS

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

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

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

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

PROPRIETARY FUNDS			TOTAL ALL FUNDS		
Water & Sewer Fund	Drainage Utility Fund	Proprietary Capital Projects Funds	FY2017 Adopted Total	FY2016 Estimate Total	FY2015 Actual Total
\$4,974,016	\$951,612	\$4,589,707	\$30,157,131	\$35,826,811	\$37,176,505
-	-	-	12,892,004	11,846,537	11,577,363
-	-	-	12,684,887	12,445,381	12,199,668
-	-	-	4,100,000	4,083,688	4,141,783
-	-	14,000	553,285	772,300	926,884
-	-	-	112,033	266,196	9,431,788
20,740,492	1,815,000	-	24,467,235	22,745,531	20,128,693
-	-	-	1,960,450	1,700,300	2,449,800
-	-	-	3,000,000	-	365,000
390,000	8,000	26,000	816,000	1,383,071	1,811,031
-	-	3,100,000	5,810,176	5,117,390	3,542,950
21,130,492	1,823,000	3,140,000	66,396,070	60,360,394	66,574,960
-	-	-	-	-	-
3,063,343	436,776	-	24,953,294	24,550,275	22,092,258
14,955,785	506,893	12,450	23,625,888	20,515,491	20,084,985
145,940	283,532	5,183,000	13,752,862	8,704,204	16,033,678
1,884,980	340,000	-	8,523,388	7,651,854	6,719,910
2,760,000	920,000	-	4,968,200	4,608,250	2,993,823
22,810,048	2,487,201	5,195,450	75,823,631	66,030,074	67,924,654
1,700,000	340,000	-	2,040,000	-	-
\$4,994,460	\$627,411	\$2,534,257	\$22,769,571	\$30,157,131	\$35,826,811

PROPRIETARY FUNDS

Water and Sewer Fund is used to account for the operations of the water and sewer system. Drainage Utility Fund is used to track revenues and expenses related to watershed and storm drainage improvements.

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

**CITY OF HALTOM CITY
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
SPECIAL REVENUE FUNDS
FISCAL YEAR 2017**

	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	\$2,693,038	\$125,401	\$2,825,542	\$89,596	\$109,995	\$65,612	\$158,733	\$173,211
BUDGETED REVENUES								
Property Taxes	-	-	-	-	-	-	-	-
Sales & Other Taxes	-	1,500,000	-	44,000	-	-	-	-
Franchise Fees	-	-	-	-	-	-	-	-
Licenses/Permits/Fees	-	-	180,000	-	-	-	-	-
Intergovernmental Revenues	-	-	-	-	-	-	-	-
Charges For Service	-	-	-	-	-	-	-	-
Fines & Fees	-	-	-	-	25,000	30,000	52,000	180,000
Bond Proceeds	-	-	-	-	-	-	-	-
Miscellaneous Revenues	10,000	4,500	15,000	900	800	800	1,200	1,600
Interfund Transfers	-	-	-	-	-	-	-	-
TOTAL REVENUES	10,000	1,504,500	195,000	44,900	25,800	30,800	53,200	181,600
BUDGETED EXPENDITURES								
Personnel	520,943	538,397	-	24,196	1,000	-	-	20,000
Operations	1,080,355	588,983	-	35,418	-	54,517	1,500	168,173
Capital Outlay	490,000	492,850	-	-	-	3,000	-	56,000
Debt Service	375,263	-	466,713	-	-	-	-	-
Interfund Transfers	-	-	700,000	-	33,000	7,200	48,000	-
TOTAL EXPENDITURE	2,466,561	1,620,230	1,166,713	59,614	34,000	64,717	49,500	244,173
Ending Balance	\$236,477	\$9,671	\$1,853,829	\$74,882	\$101,795	\$31,695	\$162,433	\$110,638

Grant Fund	PEG Fund	Fire Donation Fund	Library Donation Fund	Police Forfeiture Fund	Park Donation Fund	Park Dedication Fund	Safe Pathways Fund	Animal Shelter Fund	Police Donation Fund	Police CART Fund	Total
\$12,603	\$194,377	\$2,587	\$106,456	\$66,501	\$33,969	\$85,629	\$55,335	\$48,990	\$34,106	\$6,080	\$6,887,761
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	1,544,000
-	60,000	-	-	-	-	-	-	-	-	-	60,000
-	-	-	-	-	-	-	-	-	-	-	180,000
50,733	-	-	-	22,000	-	-	-	-	-	-	72,733
-	-	-	21,000	-	57,500	-	-	-	-	-	78,500
-	-	-	-	-	-	-	-	-	-	-	287,000
-	-	-	-	-	-	-	-	-	-	-	-
-	1,200	2,500	20,700	400	15,610	700	400	5,400	43,000	30	124,740
-	-	-	-	-	-	-	-	-	-	-	-
50,733	61,200	2,500	41,700	22,400	73,110	700	400	5,400	43,000	30	2,346,973
47,272	-	-	-	-	-	-	-	-	-	-	1,151,808
3,461	-	3,000	24,659	22,000	-	-	-	-	43,500	5,000	2,030,566
-	50,000	-	-	-	67,500	-	-	-	-	-	1,159,350
-	-	-	-	-	-	-	-	-	-	-	841,976
-	-	-	-	-	-	-	-	-	-	-	788,200
50,733	50,000	3,000	24,659	22,000	67,500	-	-	-	43,500	5,000	5,971,900
\$12,603	\$205,577	\$2,087	\$123,497	\$66,901	\$39,579	\$86,329	\$55,735	\$54,390	\$33,606	\$1,110	\$3,262,834

**CITY OF HALTOM CITY
SUMMARY OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
CAPITAL PROJECTS FUNDS (CITY-WIDE)
FISCAL YEAR 2017**

	Street Reconstruction Fund	Capital Projects Fund	Capital Replacement Fund	Street Assessments Fund	Water and Sewer Capital Projects	Impact Fees Fund	Drainage Capital Projects Fund	Total
Beginning Balance	\$5,261,310	\$1,198,161	\$500,300	\$11,892	\$3,077,560	\$883,414	\$628,733	\$11,561,370
BUDGETED REVENUES								
Property Taxes	-	-	-	-	-	-	-	-
Sales & Other Taxes	2,384,333	-	-	-	-	-	-	2,384,333
Franchise Fees	-	-	-	-	-	-	-	-
Licenses/Permits/Fees	-	-	-	-	-	14,000	-	14,000
Intergovernmental Revenues	-	-	-	-	-	-	-	-
Charges For Service	-	-	-	-	-	-	-	-
Fines & Fees	-	-	-	-	-	-	-	-
Bond Proceeds	2,000,000	1,000,000	-	-	-	-	-	3,000,000
Miscellaneous Revenues	25,000	15,000	200	100	15,000	6,000	5,000	66,300
Interfund Transfers	-	-	500,000	-	2,300,000	-	800,000	3,600,000
TOTAL REVENUES	4,409,333	1,015,000	500,200	100	2,315,000	20,000	805,000	9,064,633
BUDGETED EXPENDITURES								
Personnel	-	-	-	-	-	-	-	-
Operations	-	-	-	-	-	-	12,450	12,450
Capital Outlay	4,678,000	1,645,000	622,540	-	4,683,000	-	500,000	12,128,540
Debt Service	40,000	20,000	-	-	-	-	-	60,000
Interfund Transfers	-	-	-	-	-	-	-	-
TOTAL EXPENDITURES	4,718,000	1,665,000	622,540	-	4,683,000	-	512,450	12,200,990
Ending Balance	\$4,952,643	\$548,161	\$377,960	\$11,992	\$709,560	\$903,414	\$921,283	\$8,425,013

WHERE THE MONEY COMES FROM – BY REVENUE TYPE

Revenue	Actual FY2015	EOY Estimated FY2016	Budget FY2017	Change from FY2016 to FY2017	
				Amount	Percent
Property Taxes	\$11,577,363	\$11,846,537	\$12,892,004	\$1,045,467	9%
Sales & Other Taxes	12,199,668	12,445,381	12,684,887	239,506	2%
Franchise	4,141,783	4,083,688	4,100,000	16,312	0%
Licenses & Permits	926,884	772,300	553,285	(219,015)	-28%
Intergovernmental	9,431,788	266,196	112,033	(154,163)	-58%
Charges For Service	20,128,693	22,745,531	24,467,235	1,721,704	8%
Fines & Fees	2,449,800	1,700,300	1,960,450	260,150	15%
Bond Proceeds	365,000	-	3,000,000	3,000,000	NA
Other	1,811,031	1,383,071	816,000	(567,071)	-41%
Transfers	3,542,950	5,117,390	5,810,176	692,786	14%
Total	\$66,574,960	\$60,360,394	\$66,396,070	\$6,035,676	10%

MAJOR SOURCES OF REVENUES

Major sources of revenue are taxes, licenses and charges for operating funds, and bond proceeds for capital improvement funds.

Taxes and Franchise include property tax, sales and use taxes, and franchise fees. Property tax estimates are based on current property values, new construction, tax rate and recent collection rates. Economic conditions and growth projections are used to project sales and use taxes. Historic growth is used to forecast franchise fees.

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

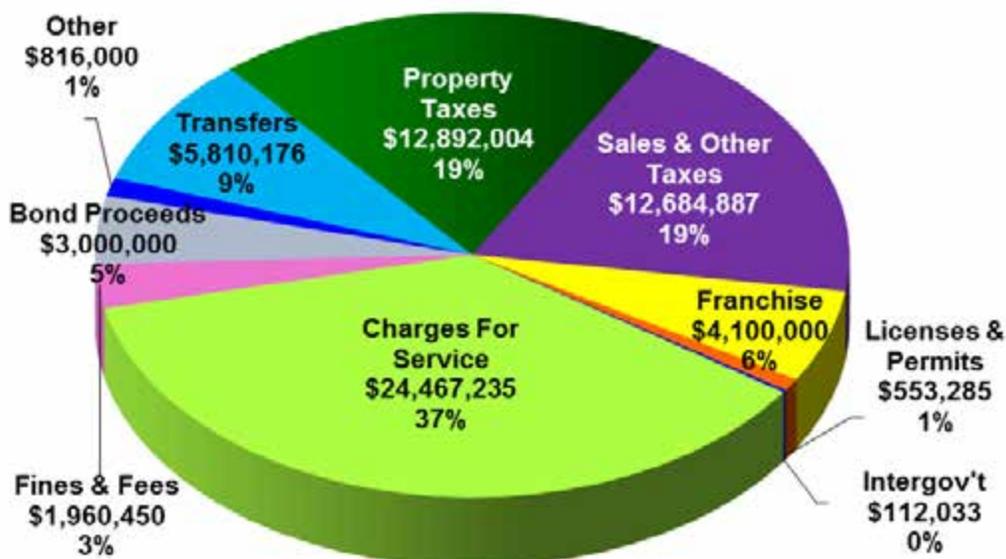
Intergovernmental revenues are grants from other governmental entities. The City receives grants for Streets, Police, Fire, Drainage, Parks and Library. The decrease is due to completion of streets and drainage projects for 820 Backage Roads.

Bond Proceeds are proceeds from issuance of debts. A \$3 million bond issuance is schedule in FY2017.

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

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

FY2017 Total Revenues \$66,396,070



WHERE THE MONEY COMES FROM – BY FUND TYPE

Revenue	Actual FY2015	EOY Estimated FY2016	Budget FY2017	Change from FY2016 to FY2017	
				Amount	Percent
General Fund	\$24,063,786	\$23,765,497	\$26,817,577	\$3,052,080	13%
Debt Service Fund	4,900,673	5,061,832	5,213,395	151,563	3%
Special Revenue Fund	14,650,178	5,818,377	2,346,973	(3,471,404)	-60%
Capital Project Fund	3,940,280	4,290,009	9,064,633	4,774,624	111%
Water and Sewer Fund	17,349,196	19,761,679	21,130,492	1,368,813	7%
Drainage Fund	1,670,847	1,663,000	1,823,000	160,000	10%
Total	\$66,574,960	\$60,360,394	\$66,396,070	\$6,035,676	10%

General Fund is the general operating fund of the City. It provides a broad spectrum of programs and services such as police, fire, parks and recreation, public works and administrative services. The majority of revenue comes from property tax, sales taxes and franchise fees. Total revenue increase 13% mainly due to more sales tax allocation and higher property tax revenues.

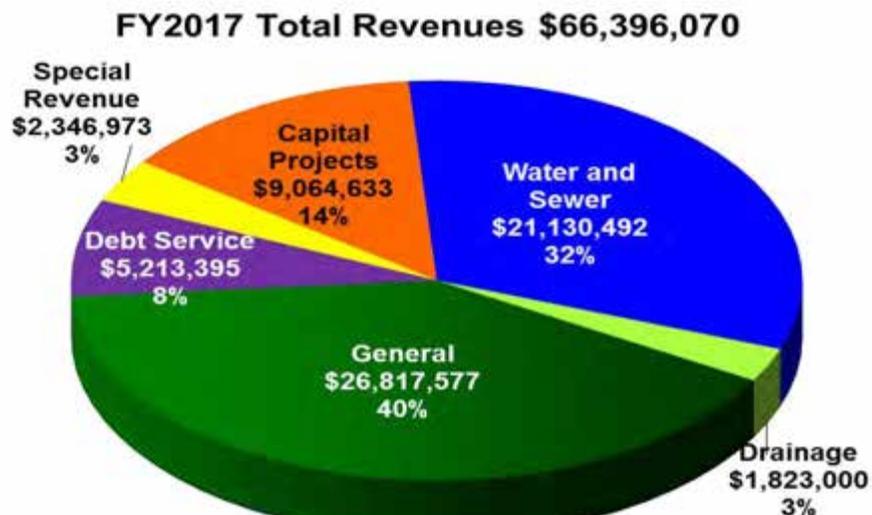
Debt Service Fund is used for the accumulation of resources for the payment of principal and interest on long-term debts for general government debts. Financing is provided primarily by property tax and transfers from other resources.

Special Revenue Funds are used to account for revenue sources that are legally restricted to be spent for specified purposes. Revenues include sales tax, special fees and donations. The decrease in revenues is due to much lower grant revenues at the completion of 820 Backage Road project and lower sales tax allocation.

Capital Project Funds are used to account for all major capital improvements that are financed by general obligation bonds, intergovernmental grants, developer contributions and other designated resources. FY2017 increase is due to new park projects and street constructions.

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

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



WHERE THE MONEY GOES – BY EXPENDITURE TYPE

Expenditure	Actual FY2015	EOY Estimated FY2016	Budget FY2017	Change from FY2016 to FY2017	
				Amount	Percent
Personnel	\$22,092,258	\$24,550,275	\$24,953,294	\$403,019	2%
Operations	20,084,985	20,515,491	23,625,888	3,110,396	15%
Capital Outlay	16,033,678	8,704,204	13,752,862	5,048,658	58%
Debt Service	6,719,910	7,651,854	8,523,388	871,534	11%
Transfers	2,993,823	4,608,250	4,968,200	359,950	8%
Total	\$67,924,654	\$66,030,074	\$75,823,630	\$9,793,556	15%

Personnel – This includes salaries and benefits for all full time and part time employees. The increase is due to increase in salary and health care costs.

Operations - This includes supplies, maintenances, and contracts for the operations of the City. The 15% increase represents the increase in cost of providing service.

Capital Outlay - includes expenditures in capital project funds as well as capital purchases. The increase is mainly due to new capital projects.

Debt Service – This includes both general government debt service and proprietary debt service. The increase is due to new debt issue for FY2017.

Transfers - The 8% increase includes transfers to Capital Replacement Fund from General Fund and transfers from operating funds to other operating funds and capital projects funds.

FY2017 Total Expenditures \$75,823,630



WHERE THE MONEY GOES – BY FUND TYPE

Expenditure	Actual FY2015	EOY Estimated FY2016	Budget FY2017	Change from FY2016 to FY2017	
				Amount	Percent
General Fund	\$23,890,448	\$26,239,766	\$26,957,060	\$717,294	3%
Debt Service Fund	4,885,193	4,902,187	5,396,432	494,245	10%
Special Revenue Fund	14,817,676	7,400,129	5,971,900	(1,428,229)	-19%
Capital Project Fund	5,247,889	6,015,801	12,200,990	6,185,189	103%
Water and Sewer Fund	17,730,570	19,864,577	22,810,048	2,945,471	15%
Drainage Fund	1,352,879	1,607,614	2,487,200	879,586	55%
Total	\$67,924,655	\$66,030,074	\$75,823,630	\$9,793,556	15%

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

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

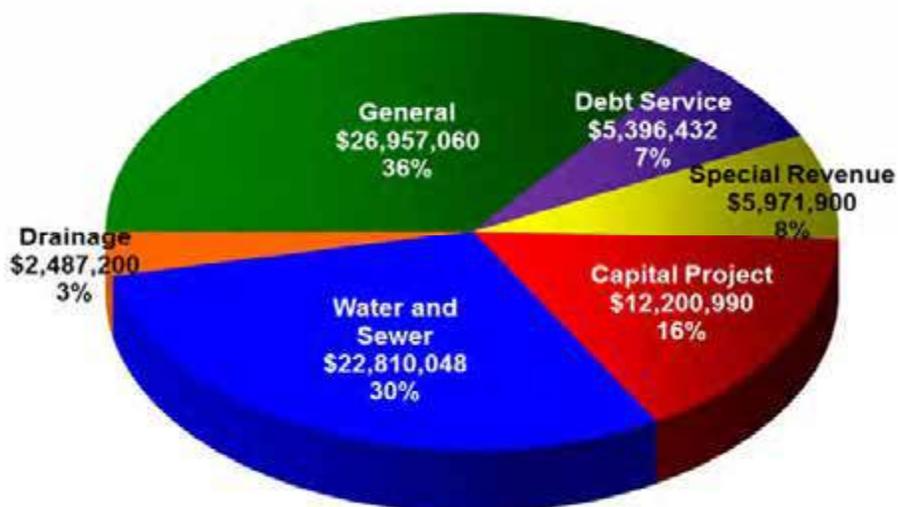
Special Revenue Funds are used to account for revenue sources that are legally restricted to be spent for specified purposes. The 19% decrease in expenditures is due to the completion of 820 Backage Roads Project.

Capital Project Funds are used to account for all capital projects and major capital purchases. The significant increases for FY2017 are due to more capital construction projects and purchase of capital assets.

Water and Sewer Fund provides water and sewer services to the City. Increase in expenses are due to cost of providing services and transfers to water and sewer capital projects.

Drainage Fund is for recording revenues and expenses related to watershed and storm drainage improvements. Increase in expenses is due to transfers for drainage capital projects.

FY2017 Total Expenditures \$75,823,630



WHERE THE MONEY GOES – BY FUNCTIONS

Expenditure	Actual FY2015	EOY Estimated FY2016	Budget FY2017	Change from FY2016 to FY2017	
				Amount	Percent
General Government	\$11,740,727	\$14,696,671	\$14,128,631	(\$568,041)	-4%
Police	10,512,501	11,390,450	11,934,210	543,760	5%
Fire	6,241,448	6,254,075	6,517,976	263,901	4%
Parks	4,851,615	1,909,862	3,686,549	1,776,687	93%
Library	1,126,592	1,253,368	1,239,383	(13,985)	-1%
Public Works	33,451,770	30,525,648	38,316,882	7,791,234	26%
Total	\$67,924,655	\$66,030,074	\$75,823,630	\$9,793,556	15%

General Government – the slight decrease in expenditures is primarily due to reduction in personnel cost in administration.

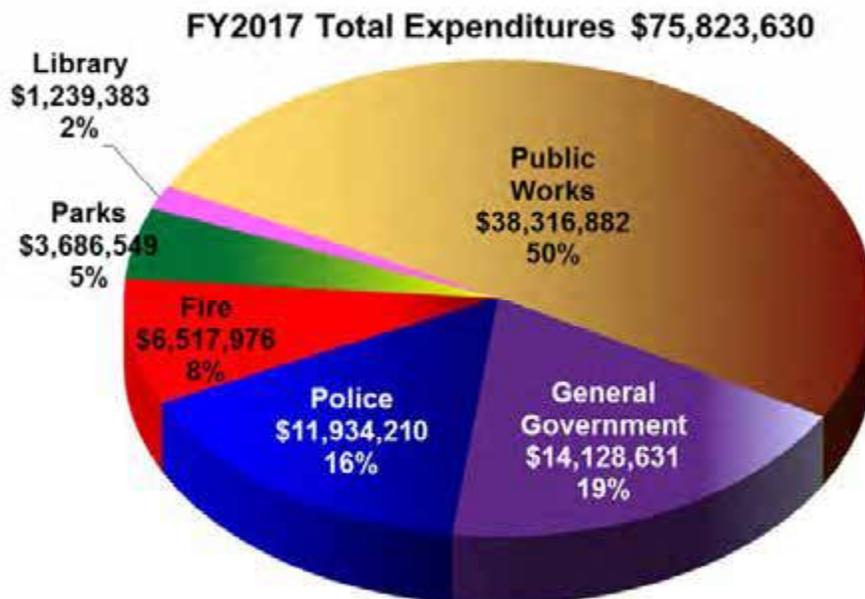
Police – the increase is mainly due to salary increase and added Public Safety Manager and two new code enforcement officers.

Fire – the increase is for salary and a new Battalion Chief.

Parks – the increase mainly caused by new park projects (Haltom Road Park and North Park).

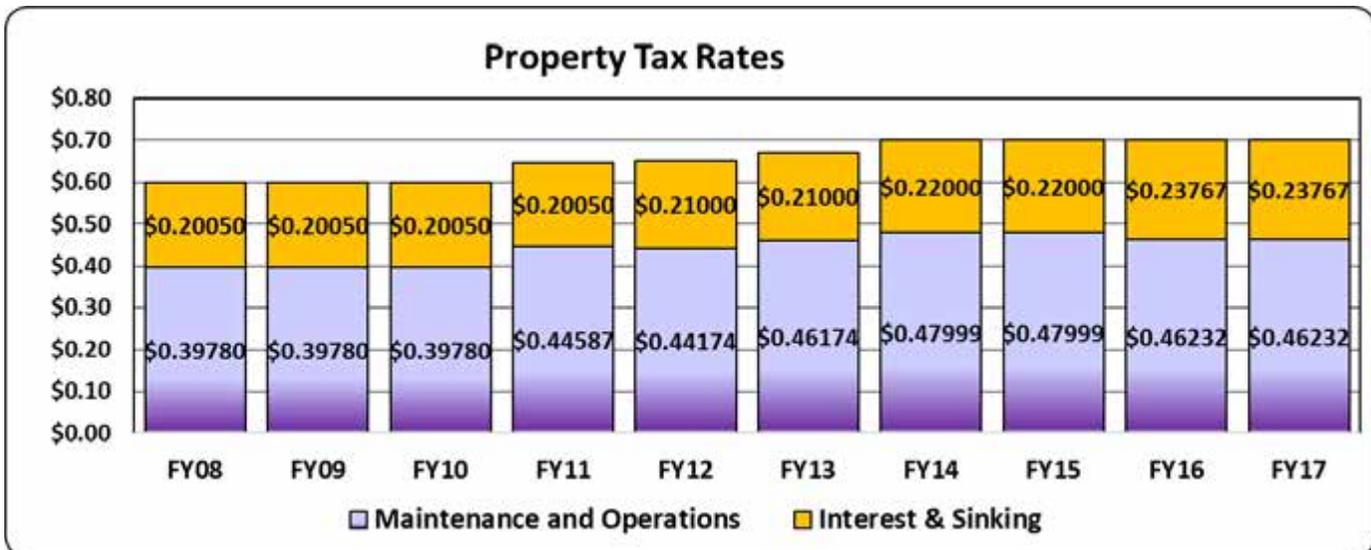
Library – a slight decrease due to no new expenditures for library computer system.

Public Works – this include streets, facilities, water and sewer, storm water drainage. The increase is mainly due to capital projects and increase in operating costs.



PROPERTY VALUES AND TAX RATES

Fiscal Year	Assessed Valuation	Percent Change	Average Home Value	M&O Rate Per \$100	I&S Rate Per \$100	Tax Rate Per \$100	Average Tax
2008	\$1,522,337,120	5.3%	\$88,200	\$0.39780	\$0.20050	\$0.59830	\$528
2009	1,686,899,435	6.5%	90,568	0.39780	0.20050	0.59830	542
2010	1,675,131,495	-0.7%	88,913	0.39780	0.20050	0.59830	532
2011	1,546,710,633	-2.4%	91,739	0.44587	0.20050	0.64637	593
2012	1,556,006,123	0.6%	81,010	0.44174	0.21000	0.65174	528
2013	1,579,547,177	1.5%	81,357	0.46174	0.21000	0.67174	547
2014	1,602,758,757	1.5%	81,769	0.47999	0.22000	0.69999	572
2015	1,676,480,896	4.6%	84,303	0.47999	0.22000	0.69999	590
2016	1,682,741,323	0.4%	85,027	0.46232	0.23767	0.69999	595
2017	1,842,343,558	9.4%	95,432	0.46232	0.23767	0.69999	668



MAJOR REVENUES

PROPERTY TAX

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

The combined tax rate is \$0.69999 per \$100 assessed valuation, which consists of \$0.46232 for maintenance and operations cost (recorded in the General Fund) and \$0.23767 for principal and interest payments on bond indebtedness (recorded in the Debt Service Fund).

Outlook

Property tax revenues for FY2017 has increased by 8.8% mainly due to increase in property value and is based on the certified tax roll from the Tarrant County Appraisal District. For future years, the growth will be slow as there were fewer developments in a matured city.

Major Influence

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

Fiscal Year	General Fund	Debt Service Fund	Total	Percent of Change
2008	\$6,405,778	\$3,227,218	\$9,632,996	5.5%
2009	6,638,912	3,345,042	9,983,954	3.6%
2010	6,611,253	3,339,958	9,951,211	-0.3%
2011	6,842,247	3,106,266	9,948,513	0.0%
2012	6,834,749	3,240,804	10,075,553	1.3%
2013	7,322,009	3,281,196	10,603,205	5.2%
2014	7,702,997	3,526,990	11,229,987	5.9%
2015	7,941,285	3,636,079	11,577,364	3.1%
2016	7,846,495	4,000,042	11,846,537	2.3%
2017	8,522,585	4,369,419	12,892,004	8.8%



SALES TAX

The City imposes a local option sales tax of 2% on all retail sales, leases and rentals of most goods, as well as taxable services. For FY2017, the sales tax allocations are: 1.375% for general purposes and is recorded in the General Fund, 0.25% is for crime control and prevention and is record in the Crime Control and Prevention District Fund, and the rest of the 0.375% is for street improvements and is recorded in the Street Reconstruction fund.

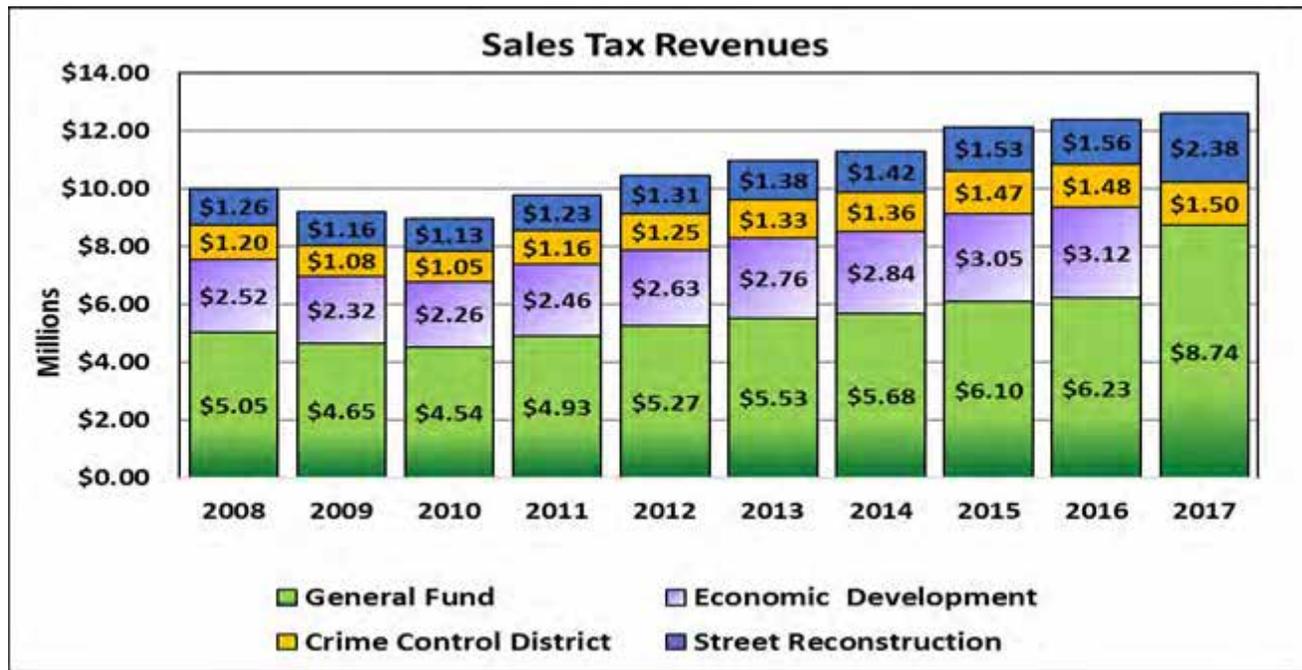
Outlook

Sales tax revenues for FY2017 is estimated to increase moderately at about 1.3%.

Major Influence

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

Fiscal Year	General Fund	Economic Development	Crime Control District	Street Reconstruction	Total	Percent of Change
2008	\$5,046,859	\$2,516,696	\$1,195,909	\$1,258,348	10,017,812	5.3%
2009	4,648,778	2,316,739	1,084,732	1,158,369	9,208,618	-9.3%
2010	4,537,238	2,261,293	1,049,588	1,130,647	8,978,766	-3.2%
2011	4,927,301	2,456,626	1,162,617	1,228,313	9,774,857	10.8%
2012	5,265,627	2,625,573	1,251,127	1,312,787	10,455,114	7.6%
2013	5,528,226	2,755,820	1,327,971	1,377,910	10,989,927	6.1%
2014	5,681,874	2,843,834	1,355,192	1,421,917	11,302,817	2.0%
2015	6,095,550	3,053,111	1,465,227	1,526,546	12,140,434	8.1%
2016	6,233,550	3,116,775	1,480,468	1,558,388	12,389,181	1.0%
2017	8,742,554	-	1,500,000	2,384,333	12,626,887	1.3%



FRANCHISE FEES

The City imposes a 4% to 8% franchise fee on utility companies for the use of right-of-ways. These include gas, electricity, telephone, fiber optics, cable television, solid waste collection, water and sewer, and drainage. Franchise revenues are recorded in the General Fund and PEG (Public, Education and Government) Fund.

Outlook

Franchise fee revenue is projected to increase slightly (0.4%) due to increase utility gross sales.

Major Influence

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

Fiscal Year	Franchise Fees	Percent of Change
2008	\$3,881,364	0.3%
2009	3,887,376	0.2%
2010	3,771,211	-3.0%
2011	4,015,766	6.5%
2012	4,057,555	1.0%
2013	3,977,397	-2.0%
2014	4,105,002	3.2%
2015	4,141,783	0.9%
2016	4,083,688	-1.4%
2017	4,100,000	0.4%



CHARGES FOR SERVICES

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

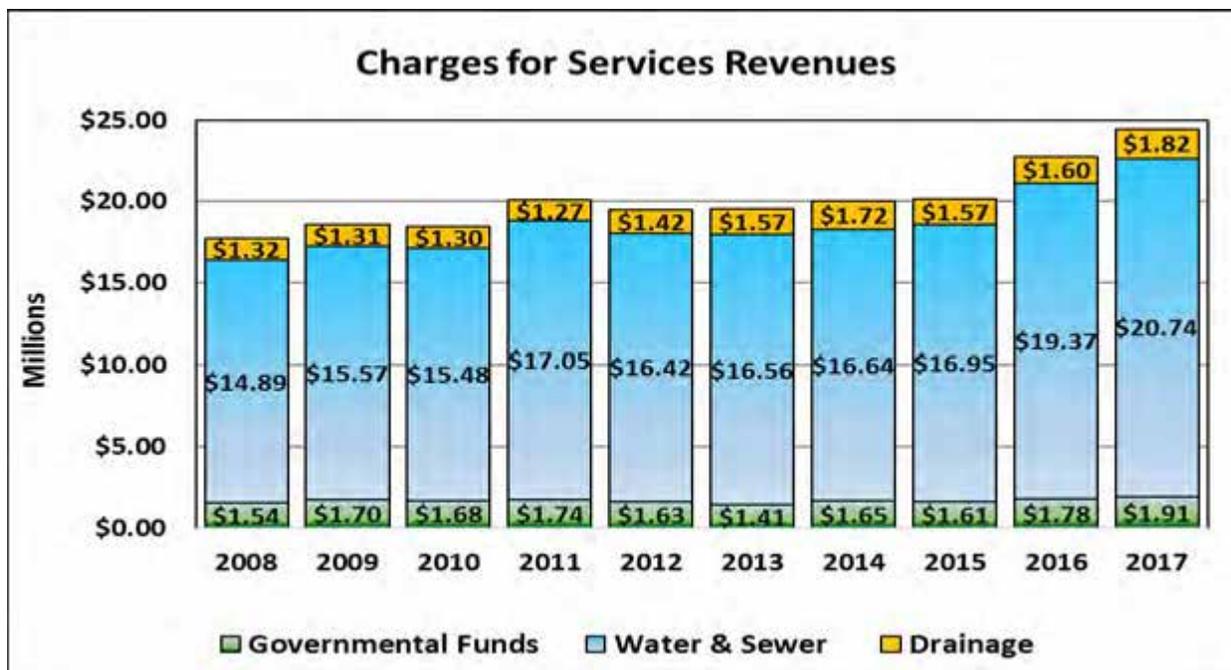
Outlook

Total revenue from Charges for Services for FY2017 is estimated to increase by about 7.6%. This is mainly due to average increase in water, sewer and drainage fees.

Major Influence

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

Fiscal Year	Governmental Funds	Water & Sewer	Drainage	Total	Percent of Change
2008	\$1,536,044	\$14,886,075	\$1,321,184	\$17,743,303	9.0%
2009	1,702,184	15,568,943	1,308,872	18,579,999	4.7%
2010	1,675,537	15,481,500	1,295,323	18,452,360	-0.7%
2011	1,743,665	17,050,882	1,274,414	20,068,961	8.8%
2012	1,633,208	16,416,189	1,424,513	19,473,910	-3.0%
2013	1,411,324	16,561,402	1,566,018	19,538,744	0.3%
2014	1,652,174	16,641,704	1,720,635	20,014,513	2.4%
2015	1,606,930	16,951,383	1,570,380	20,128,693	0.6%
2016	1,777,720	19,367,811	1,600,000	22,745,531	13.0%
2017	1,911,743	20,740,492	1,815,000	24,467,235	7.6%



FINES AND FEES

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

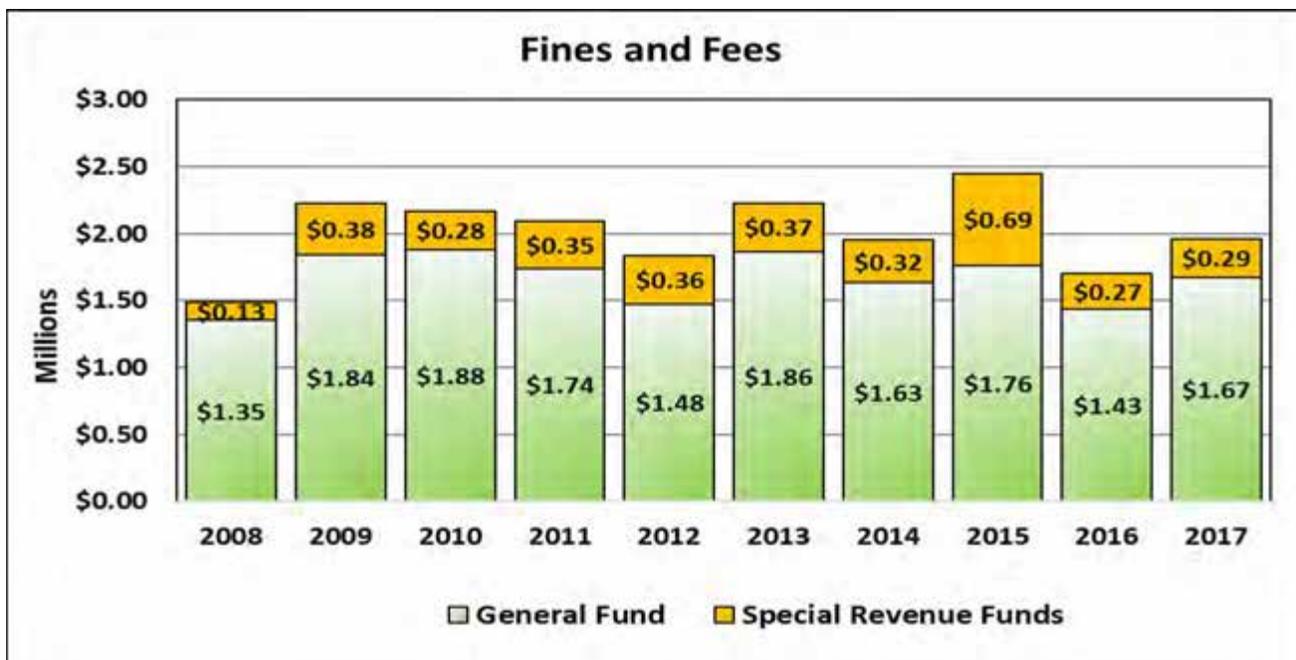
Outlook

Total revenue from fines and fees for FY2017 is estimated to increase by about 16%. The increase is mainly due to the exceptional low activities in citations in FY2016.

Major Influence

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

Fiscal Year	General Fund	Special Revenue Funds	Total	Percent of Change
2008	\$1,352,761	\$133,374	\$1,486,135	7.7%
2009	1,844,613	381,839	2,226,452	49.8%
2010	1,881,371	282,660	2,164,031	-2.8%
2011	1,739,747	351,797	2,091,544	-3.3%
2012	1,475,638	357,441	1,833,079	-12.4%
2013	1,861,489	365,021	2,226,510	21.5%
2014	1,632,964	316,995	1,949,959	-12.4%
2015	1,758,284	691,516	2,449,800	25.6%
2016	1,433,300	267,000	1,700,300	-30.6%
2017	1,673,450	287,000	1,960,450	15.3%





Annual Budget FY2017

GENERAL FUND



The General Fund is the general operating fund of the City. It provides a broad spectrum of programs and services such as police, fire, parks and recreation, streets, fleet, building maintenance, and administration. The General Fund receives a majority of funding from property and sales taxes.

- ❖ General Fund Description
- ❖ General Fund Budget Summary
- ❖ Overview of Revenues & Expenditures
- ❖ General Fund Departments

GENERAL FUND DESCRIPTION

FUND SUMMARY

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

CONCLUDING FISCAL YEAR 2016 FINANCIAL PERFORMANCE

Revenues in the General Fund are estimated to total \$23.8 million, which is \$0.3 million or 1.2% less than FY2015. Most revenue categories have slightly decreased except Sales Tax, Charges for Services and Transfers.

Expenditures in the General Fund are estimated to be \$26.2 million, which is about \$1.4 million or 5.2% higher than FY2015. This amount also included a \$0.5 million transfer to the Capital Replacement Fund for replacement of vehicles and equipment.

Fund Balance - The difference in revenues and expenditures, combined with a beginning fund balance, contribute to an estimated ending fund balance for FY2016 of \$5.4 million, which is \$2.8 million less than the beginning fund balance. The fund balance reserve is about 19.8% of the expenditures.

FISCAL YEAR 2017 BUDGET

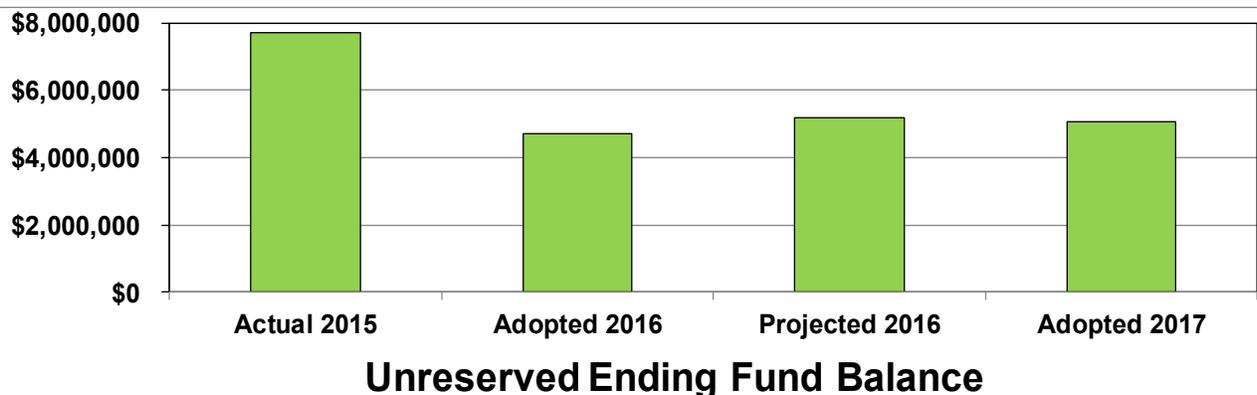
Revenues for fiscal year 2017 are expected to total \$26.8 million, which is \$3 million more than FY2016 or 12.7% increase. Except for Licenses & Permits and Other Revenues, all revenues are expected to increase. Property Tax will increase by 8.6% due to increase in property value. Sales tax in General Fund will increase by \$2.5 million due to higher allocation. Licenses and Permits and Other Revenues are estimated to be lower.

Expenditures for fiscal year 2017 are projected to be \$26.9 million, an increase of \$0.7 million or 2.7% over the FY2016 end-of-year estimate. The increase is primarily due to salary increase.

Fund Balance - After expenditures and transfers to other funds, the projected ending fund balance is at \$5.3 million, which is \$0.14 million (2.6%) less than FY2016. This decrease is due to smaller increase in revenues and a larger increase in expenditures. This represents structural imbalance and corrective actions have to be taken in order to maintain financial sustainability. The ending fund balance represents about 18% of expenditures and is below the 20% reserve requirement governed by the City's financial policies. The City Council is well aware of the structural imbalance and low fund balance.

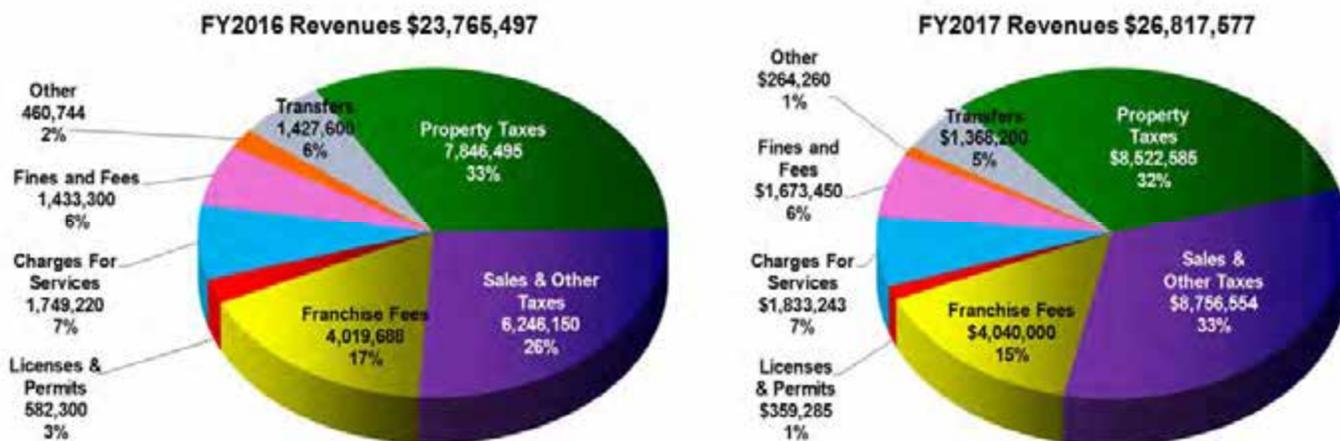
**GENERAL FUND
BUDGET SUMMARY**

FUND 01	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$7,706,075	\$7,402,893	\$7,879,412	\$5,405,143
Revenues				
Property Taxes	7,941,285	7,816,093	7,846,495	8,522,585
Sales & Other Taxes	6,110,104	6,248,150	6,246,150	8,756,554
Franchise Fees	4,055,193	4,008,000	4,019,688	4,040,000
Licenses & Permits	669,175	461,415	582,300	359,285
Charges For Services	1,585,862	1,850,763	1,749,220	1,833,243
Fines and Fees	1,758,284	1,700,550	1,433,300	1,673,450
Other Revenues	570,202	252,800	460,744	264,260
Transfers	1,373,682	1,427,600	1,427,600	1,368,200
Total Revenues	24,063,786	23,765,371	23,765,497	26,817,577
Funds Available	31,769,861	31,168,264	31,644,909	32,222,720
Expenditures				
City Manager's Office	580,581	513,520	874,835	517,249
City Secretary	220,896	229,525	229,525	209,976
City Council	22,096	181,550	111,550	28,750
Finance	584,272	659,847	659,847	600,475
Human Resources	369,299	574,240	574,240	578,733
Planning & Community Development	144,605	208,334	502,866	514,791
Code Enforcement	425,209	540,066	230,059	0
Information Technology	491,596	505,816	555,816	533,198
Fleet Services	567,957	591,569	461,569	492,642
Building Maintenance	296,741	518,169	578,093	554,209
Police	8,449,408	8,927,864	8,927,864	9,553,857
Fire	6,225,065	6,246,075	6,246,075	6,459,976
Municipal Court	592,260	693,461	693,461	633,818
Street & Drainage	743,331	872,885	890,935	911,342
Parks & Recreation	2,016,781	1,128,988	1,128,138	1,274,241
Library	1,105,947	1,178,468	1,178,468	1,214,724
Non-Departmental	1,805,716	2,169,389	1,896,425	2,379,080
Transfers	232,000	500,000	500,000	500,000
Total Expenditures	24,873,759	26,239,766	26,239,766	26,957,060
ANNUAL SURPLUS / (DEFICIT)	(809,973)	(2,474,395)	(2,474,269)	(139,483)
Fund Balance, Ending	\$7,879,412	\$4,928,498	\$5,405,143	\$5,265,661
FUND BALANCE BREAKDOWN				
Ending Fund Balance	\$7,879,412	\$4,928,498	\$5,405,143	\$5,265,661
Reserved for encumbrances/inventory	\$180,936	\$210,000	\$210,000	\$210,000
Unreserved Fund Balance	\$7,698,476	\$4,718,498	\$5,195,143	\$5,055,661
Reserve Policy is 20% of Expenditures	\$4,974,752	\$5,247,953	\$5,247,953	\$5,391,412
Amount over (under) Reserve Policy	\$2,723,724	(\$529,455)	(\$52,810)	(\$335,751)
% of Total Expenditures	31.0%	18.0%	19.8%	18.8%



OVERVIEW OF GENERAL FUND REVENUES

Total General Revenues for FY2017 are projected to increase about \$3 million or 12.8%. The increase is mainly due to increase in property tax and sales tax.



Property Tax is assessed on real and personal property, and provides 32% or \$8.5 million of the FY2017 General Fund revenues. General Fund Property is higher for FY2017 due to increase in assessed property value.

Sales & Use Tax consists of Sales Tax, Bingo Tax and Mixed Beverage Tax. Taxes are collected by the State and allocated to the City. For Sales Tax, the General Fund received 1.375% of taxable sales within the City. Sales and Use Taxes represents \$8.7 million or 33% of FY2017 General Fund revenues and are projected to increase by 2% over the prior fiscal year.

Franchise Fees are collected from utility companies for right-of-way usage. The (non-city) franchise payments are from Oncor Electric, Atmos Gas, AT&T Cable, Waste Management. For FY2017, Franchise Fees provide about \$4 million or 15% of General Fund Revenues.

Licenses & Permits include building permits, licenses and permits for engineering, electrical, plumbing and mechanical installations. Revenues for FY2017 are projected to decrease by \$223,015 or 38%.

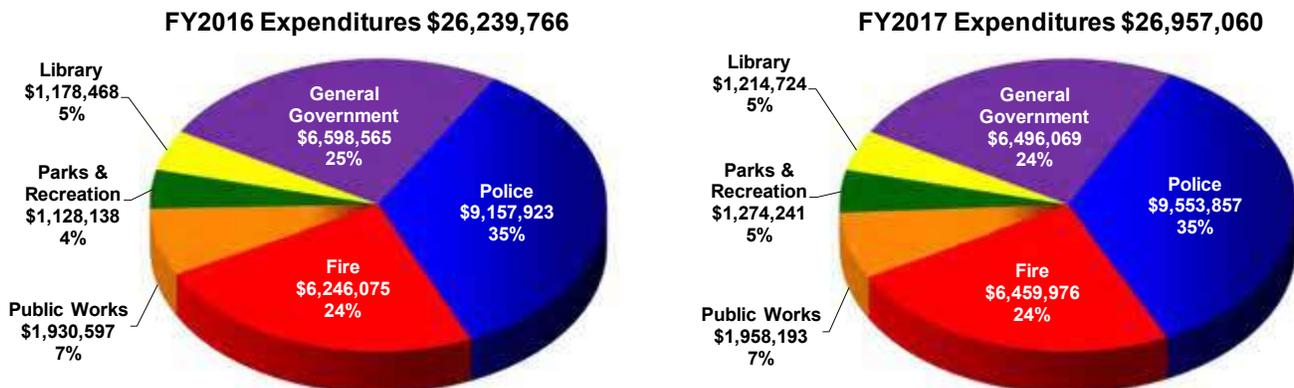
Charges for Services include recreation fees, inspection fees, alarm fees and changes for services provided from General Fund to other funds. A slight increase of \$24,023 is projected.

Fines & Fees include municipal court fines and library fees. FY2017 projects are \$240,150 or 16.8% higher than FY2016 due to the abnormal low in municipal court collection for FY2016.

Other Revenues include Intergovernmental Revenues, Interest Income and Miscellaneous Revenues. Total Other Revenues for FY2017 are projected to decrease by \$196,484 or 42.6%. The decrease is attributed to reduction in Intergovernmental Revenues.

Transfers for FY2017 are projected to be almost the same as FY2016. There are not new transfers.

OVERVIEW OF GENERAL FUND EXPENDITURES



Total General Fund Expenditures increased by \$717,294 or 3% as compared to FY2017. New budget items for FY2017 include:

GENERAL GOVERNMENT

NON-DEPARTMENTAL

Salary increase \$290,782 \$290,782

POLICE

2 Code Enforcement Officers \$124,282
 Public Safety Project Manager \$95,962

FIRE

Fire Battalion Chief (Half Year) \$62,439
 Equipment - extractor/washer \$10,500
 5 Computers \$14,211

PUBLIC WORKS

STREETS

Sign Machine \$25,000

BUILDING MAINTENANCE

Fire Station #1 Carpet \$10,500 \$10,500

PARKS & RECREATION

Director of Parks and Recreation \$108,675 \$108,675

TOTAL	\$742,351
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CITY MANAGER’S OFFICE

Mission Statement

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

Accomplishments of FY2016

- ✓ Participated in leading the various successes of the other departments
- ✓ Managed the strategic planning and budget process for Fiscal Year 2017
- ✓ Develop construction plans for new City Hall/Public Safety Municipal complex and other city facilities
- ✓ Continued to manage land development south of Highway 820 and attract new developers.
- ✓ Successfully completed review of City Charter

Objectives for FY 2017

- Continued to manage land development south of Highway 820 and attract new developers
- Implement a plan for improved road replacement, maintenance and rehabilitation
- Promote fiscal transparency and cost savings throughout the organization
- Rebalance and “right-size” staffing
- Continue to have open communication with City Council
- Continue to sustain a culture of accountability
- Implement and evaluate performance measures for all departments

EXPENDITURES	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Personnel	\$572,980	\$499,324	\$864,147	\$506,886
Operations	7,601	14,196	10,688	10,363
Total	\$580,581	\$513,520	\$874,835	\$517,249

STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
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
TOTAL			3	3	3	3

CITY SECRETARY

Mission Statement

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

Accomplishments of FY2016

- ✓ Transferred over 30 permanent records boxes from the Water Tower and City Hall to new storage facility
- ✓ Conducted the 2015 General election and Special Election
- ✓ Successfully conducted the Special Election for the Charter Amendment.
- ✓ Produced 51 Council agendas, 16 Charter Review agendas, and 12 EDC agendas within the allocated deadline.
- ✓ Produced all Council, Charter Review, and EDC meeting minutes – total of 79 - on time.
- ✓ Hosted the Board and Commissions banquet on a late notice
- ✓ Produced several new proclamations and formatted several letters of Council correspondence – several on late notice
- ✓ Produced several Council Agenda Memo Cover sheets, and assisted legal with information regarding resolutions, memos, and ordinances
- ✓ Assisted outside legal firm with information regarding internal audit
- ✓ Used personal cell phone to contact Council, EDC, and Charter Committee members via phone or text for immediate response rather than using email
- ✓ Coordinated Council/Board & Commission joint meetings for group interaction
- ✓ Provided safe transportation and room reservations for Council members attending the TML Conference in San Antonio

Objectives for FY 2017

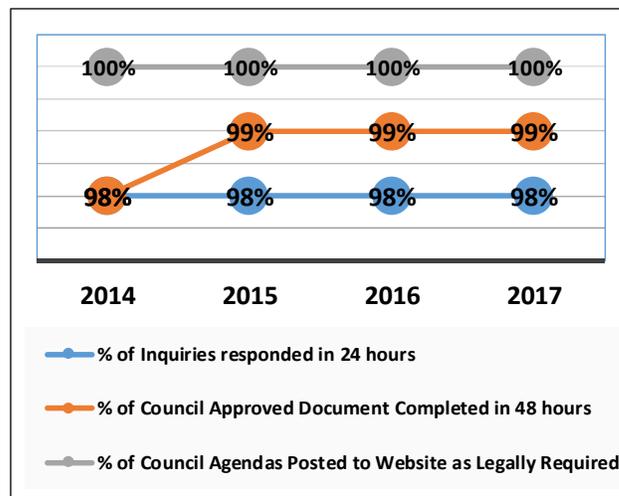
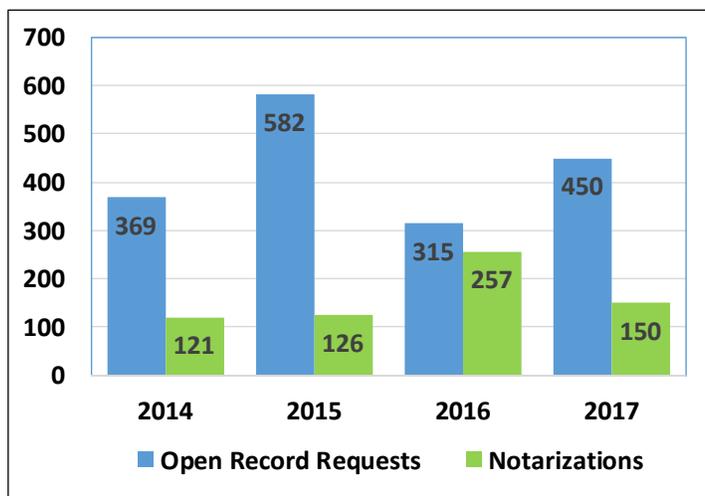
- Continued the quality efficiency of the department in regard to agendas, minutes and information requests
- Complete the transferring of records from the water tower and city hall to the new storage facility
- Training in computer programs to manage and uplink website information
- Conduct special election for Municipal Sales and Use Tax revision
- Conduct General Election without error
- Provide better quality service for citizens, staff and Council members
- Provide information through video regarding voting procedures to assist citizens
- Complete last necessary seminar conference to maintain certification status
- Provide registration, room reservation, and travel for Council members attending the TML Conference in Austin
- Provide Council meeting monitoring with new electronic system

CITY SECRETARY

EXPENDITURES	Actual FY2015	Adopted FY2016	Projected FY 2016	Proposed FY 2017
Personnel	\$180,937	\$179,595	\$179,595	\$171,956
Operations	39,958	49,930	49,930	38,020
Total	\$220,896	\$229,525	\$229,525	\$209,976

STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Proposed FY 2017
City Secretary	1110	74	1	1	1	1
Assistant City Secretary	1120	40	1	1	1	1
Total			2	2	2	2

PERFORMANCE MEASURES	ACTUAL FY2014	ACTUAL FY2015	ESTIMATE FY2016	TARGET FY2017
Number of open records requests processed	369	582	315	450
Number of notarizations performed for citizens and staff	121	126	257	150
Percent of citizen inquiries responded to within 24 hours	98%	98%	98%	98%
Percent of documents completed, signed, and scanned within 48 hours of council approval	98%	99%	99%	99%
Percent of council meeting minutes transcribed within 72 hours following council meeting	98%	99%	99%	99%
Percent of Council agendas posted to the website as legally required	100%	100%	100%	100%





Annual Budget FY2017

CITY COUNCIL

Mission Statement

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

Accomplishments of FY2016

- ✓ Provided policy direction for major development projects
- ✓ Conducted 7 joint meetings with Boards/Commissions to enhance board efficiency and utilization.
- ✓ Made necessary changes for better administrative and economical productivity.
- ✓ Selected and appointed board members
- ✓ Hired new City Manager
- ✓ Renewed a new contract for Municipal Court Judge

Objectives for FY 2017

- Continued to provide policy direction for major developments and projects
- Provide guidance for City Management
- Affirm and reinforce City's commitment to financial sustainability

EXPENDITURES	Actual FY2015	Adopted FY2016	Projected FY 2016	Proposed FY 2017
Personnel	\$3,501	\$3,200	\$3,200	\$9,000
Operations	18,595	178,350	108,350	19,750
Total	\$22,096	\$181,550	\$111,550	\$28,750

No employees in this division.

FINANCE

Mission Statement

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

Accomplishments of FY2016

- ✓ Awarded the Government Finance Officers Association (GFOA) "Certificate of Achievement for Excellence in Financial Reporting" for the high standard and level of financial reporting
- ✓ Awarded the Government Finance Officers Association (GFOA) "Distinguished Budget Presentation Award" for the high standard and level of the annual budget document
- ✓ Maintained the city's AA- and Aa3 bond rating on the General Obligation Bonds
- ✓ Updated the Investment Policy
- ✓ Presented periodic financial reports to City Council and Boards on a timely basis

Objectives for FY 2016

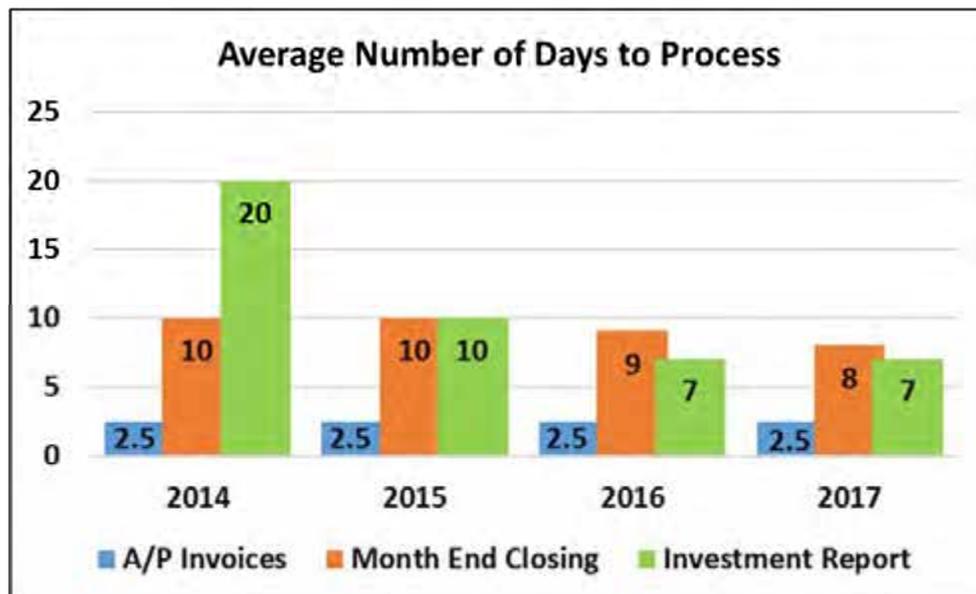
- Receive an unmodified (clean) opinion on the Comprehensive Annual Financial Report (CAFR)
- Maintain the high standard and level of financial reporting for obtaining GFOA "Certificate of Achievement for Excellence in Financial Reporting"
- Maintain the high standard and level of the annual budget document for obtaining the GFOA "Distinguished Budget Presentation Award"
- Monitoring cash management practices to ensure timely billing and collections
- Continue cost saving measures by converting all payments to vendors from manual checks to electronic funds
- Maximize the City's return on investments in accordance with the adopted investment policies
- Update the financial policies and procedures
- Create timely financial reports
- Evaluate performance of depository bank

FINANCE

EXPENDITURES	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Personnel	\$544,356	\$612,747	\$612,747	\$553,375
Operations	39,916	47,100	47,100	47,100
Total	\$584,272	\$659,847	\$659,847	\$600,475

STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
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	0	0	0
Total			7	6	6	6

PERFORMANCE MEASURES	ACTUAL FY2014	ACTUAL FY2015	ESTIMATE FY2016	TARGET FY2017
Average number of days to process accounts payable invoices	2.5	2.5	2.5	2.5
Average number of business days to close month end	10	9	9	8
Average number of days to complete Quarterly Investment Report	15	7	7	7
Percent of monthly financial reports distributed to departments within 10 days of month end	92%	92%	92%	100%
Number of GFOA awards received	2	2	2	2



HUMAN RESOURCES AND RISK MANAGEMENT

Mission Statement

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

Accomplishments of FY2016

- ✓ Implemented on-line applications
- ✓ Enhanced recruitment opportunities including revision of position opening and process, distribute postings to local churches, diversified recruiting
- ✓ Obtained renewals for FY16 reflecting cost-effective and comprehensive group insurance coverage for employees, dependents and retirees
- ✓ Successful open enrollment and health fair with more than 30 vendors attending
- ✓ Implemented changes to employee compensation approved in the budget
- ✓ Administered promotional and entry level exams for Police and Fire civil service
- ✓ Implementation of new timekeeping system

Objectives for FY 2017

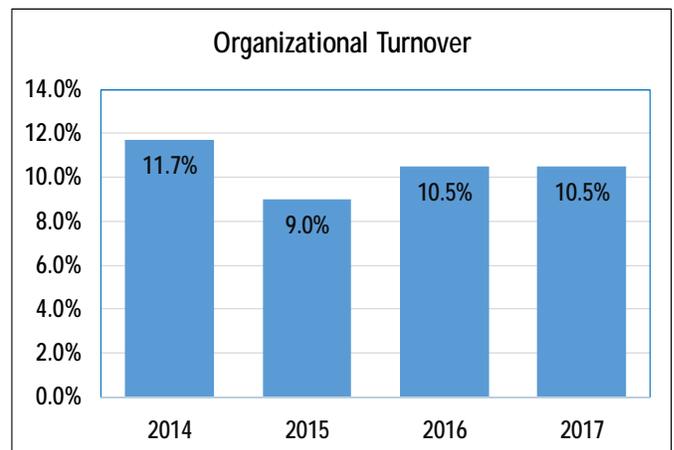
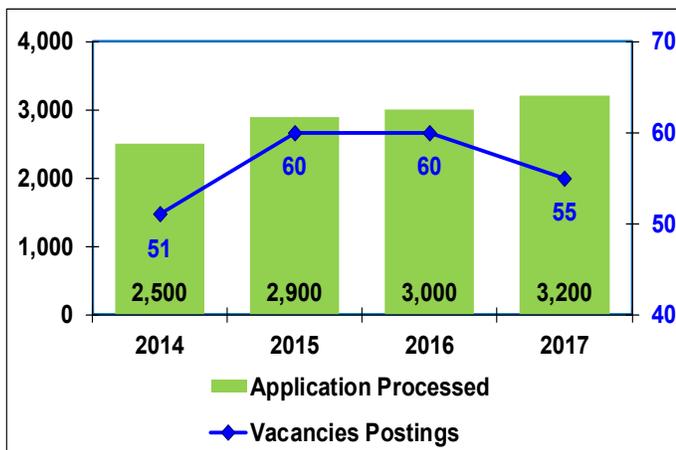
- Recruit and retain qualified individuals to support City operations
- Develop and maintain a compensation strategy that reflects the City's goals ensuring that employees are classified and compensated in an appropriate manner
- Manage liability claims in a timely and cost effective manner to limit exposure and reduce cost
- Obtain the most cost effective benefit package for employees, dependents and retirees
- Revise the employee evaluation process

HUMAN RESOURCES AND RISK MANAGEMENT

EXPENDITURES	Actual FY2015	Adopted FY2016	Projected FY 2016	Proposed FY 2017
Personnel	\$293,870	\$393,533	\$393,533	\$398,026
Operations	75,429	180,707	180,707	180,707
Total	\$369,299	\$574,240	\$574,240	\$578,733

STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Proposed FY 2017
Director of Human Resources & Risk Mgm	1401	85	1	1	1	1
Human Resources Specialist	1404	60	0	1	1	1
Human Resources Generalist	1402	59	1	1	1	1
Human Resources Coordinator	1403	55	1	1	1	1
Total			3	4	4	4

PERFORMANCE MEASURES	ACTUAL FY2014	ACTUAL FY2015	ESTIMATE FY2016	TARGET FY2017
Number of position vacancies/postings	51	60	60	55
Number of applications processed	2,500	2,900	3,000	3,200
HR processes evaluated for efficiency/effectiveness	2	4	3	4
Number of HR policy/program updates	4	4	4	5
Percentage of employees receiving internal training	100%	100%	100%	100%
Organizational turnover (FT)	11.7%	9.0%	10.5%	10.5%



PLANNING AND COMMUNITY DEVELOPMENT

Mission Statement

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

Accomplishments of FY2016

- ✓ Birdville Elementary School redevelopment at 3100 Block of Carson Street with a valuation of \$15,939,000.
- ✓ Tyson Foods Plant Improvement/Addition at 3900 Meacham Boulevard with a valuation of \$15,859,121.
- ✓ Fuel City Travel Center development at Haltom Road and Airport Freeway with a valuation of \$3,137,595.
- ✓ AutoZone Hub Store redevelopment at Haltom Road and E. Belknap Street with a valuation of \$1,800,000.
- ✓ Bodycote Thermal Processing interior finish out at 4008 Clay Avenue with a valuation of \$1,000,000.
- ✓ Zoning Ordinance Amendment regarding Community Homes & Zoning Definitions.
- ✓ Parks Ordinance Amendment regarding restrictions on smoking in City parks.
- ✓ 100% of inspection requests completed within 24 hours.

Objectives for FY 2017

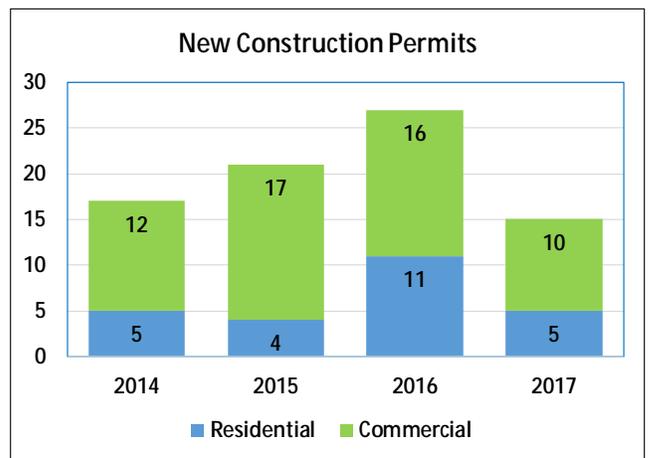
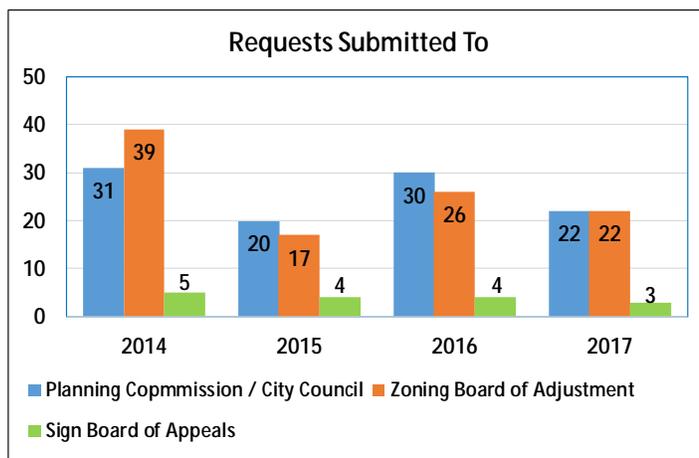
- Increase current service levels to community members by adopting the latest practices of the planning, building, and code professions.
- Maximize the economic benefits of the 820 Backage Road project and the Belknap/Denton Highway realignment.
- Create a comprehensive plan to facilitate an increase in property values, and address the future transportation issues facing the City.
- Focus on enhancing City services to established neighborhoods.
- Ensure that the minimum standards of each adopted code and ordinance are met for new and renovated structures.
- Provide exceptional customer service by responding to daily inspection requests within 24 hours.
- Conduct and complete initial plan reviews of all plans submitted within twenty (20) working days of submission.

PLANNING AND COMMUNITY DEVELOPMENT

EXPENDITURES	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Personnel	\$140,666	\$202,780	\$482,751	\$488,756
Operations	3,939	5,554	20,115	26,035
Total	\$144,605	\$208,334	\$502,866	\$514,791

STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Director of Planning & Community Development	1801	85	1	1	1	1
Assistant Director of Planning/Building Official	1802	70	1	1	1	1
Project Manager	1803	57	1	0	0	0
Building Inspector	1804	57	1	1	1	1
Fire Inspector	3409	50	1	1	1	1
Code Enforcement Officer	1805	50	3	3	0	0
Administrative Secretary	2003	41	1	0	0	0
Planning and Permit Coordinator	1807	41	0	1	1	1
Permit Technician	1806	39	1	1	1	1
Total			10	9	6	6

PERFORMANCE MEASURES	ACTUAL FY2014	ACTUAL FY2015	ESTIMATE FY2016	TARGET FY2017
Number of requests before the Planning and Zoning Commission and/or City Council	31	20	30	22
Number of requests before the Zoning Board of Adjustment	39	17	26	22
Number of requests before the Sign Board of Appeals	5	4	4	3
Number of new residential construction permits issued	5	4	11	5
Number of new commercial construction permits issued	12	17	16	10
Number of certificate of occupancy inspections performed	326	406	344	400
Percent of inspections completed within 24 hours	100%	100%	100%	100%
Percent of plans reviewed within 20 working days	85%	85%	75%	90%



INFORMATION TECHNOLOGY SERVICES

Mission Statement

The mission of the IT Services department is to provide quality technology-based services in a cost effective manner to facilitate the City's vision as it applies to providing quality services to all members of the community.

Accomplishments of FY2016

- ✓ Upgraded the phone system and reduce the annual cost for landline phone service.
- ✓ Implemented Office 365 by providing the right Office software for each user. The upgrade also reduced the load on the current storage systems.
- ✓ Maintained and updated the City website.
- ✓ Posted and updated televised bulletin boards.
- ✓ Videotaped and cablecast special events.
- ✓ Upgraded the City Council voting system.

Objectives for FY 2017

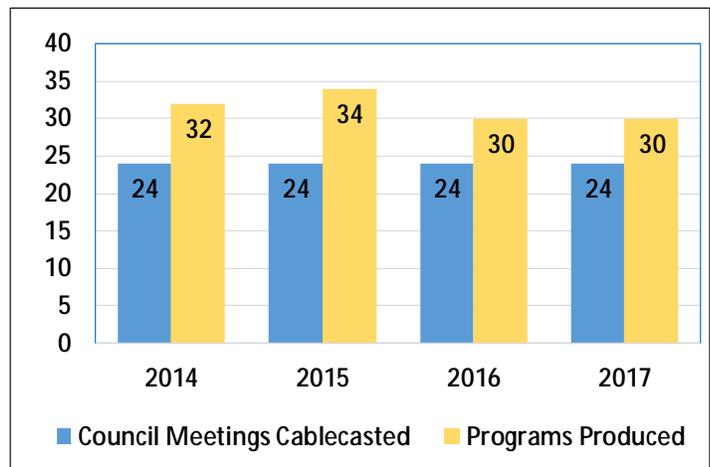
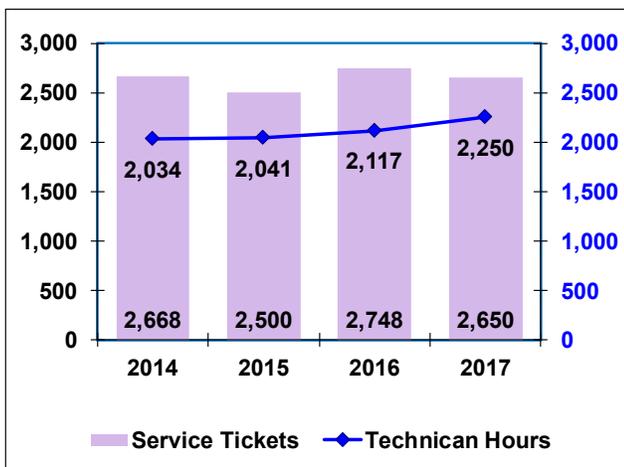
- Bring the PC Inventory to "Under Warranty" Status. This status will bring over half of our inventory into warranty, improve productivity and reduce support calls.
- Upgrade all Windows Servers to the same Version.
- Research on leverage Active Directory as a "single source of truth" for identification and authentication.
- Continue to maintain City Web pages and to produce and cablecast City Council meetings and special events.

INFORMATION TECHNOLOGY SERVICES

EXPENDITURES	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Personnel	\$390,083	\$416,708	\$416,708	\$395,200
Operations	99,741	89,108	139,108	137,998
Total	\$489,824	\$505,816	\$555,816	\$533,198

STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Director of Information Technology	1301	85	1	1	0	0
IT Manager - Business Services	1301	70	1	1	1	1
IT Manager - Systems	1304	70	1	1	1	1
Computer Services Technician	1302	53	2	2	2	2
Web Administrator/Media Technician	1203	53	1	1	1	1
Total			6	6	5	5

PERFORMANCE MEASURES	ACTUAL FY2014	ACTUAL FY2015	ESTIMATE FY2016	TARGET FY2017
Number of resolved service tickets	2,668	2,500	2,748	2,650
Total technician hours spent resolving service	2,034	2,041	2,117	2,250
Number of City Council meetings	26	24	24	24
Number of programs produced	32	34	30	30
Number of hours per day of programming	8	10	10	10
Number of web pages online	1,600	1,967	2,068	2,275



FLEET SERVICES

Mission Statement

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

Accomplishments of FY2016

- ✓ Maintained 358 vehicles for FY2016.
- ✓ Provided vehicle repairs, preventive maintenance, fuel services, and records fleet expenses and helped to plan for the future of the City's vehicle fleet needs.
- ✓ The City of Haltom City is a dedicated partner in Clean City's with North Central Council of Government. We use hybrids cars, propane vehicles, and implemented the use of the anti-idling program.
- ✓ Performed proper State Fuel System Requirement and passed State fueling inspection
- ✓ Maintained the City's fleet preventive maintenance program. The fleet meets the safer, better security and environmental needs.
- ✓ Implemented fuel usage charts to identify vehicles with high fuel use. To show the departments where and how to use less fuel and be for more fuel efficient.
- ✓ To provide higher trained technicians, Fleet Passed Emergency Vehicle Training, and basic level of EVT.

Objectives for FY 2017

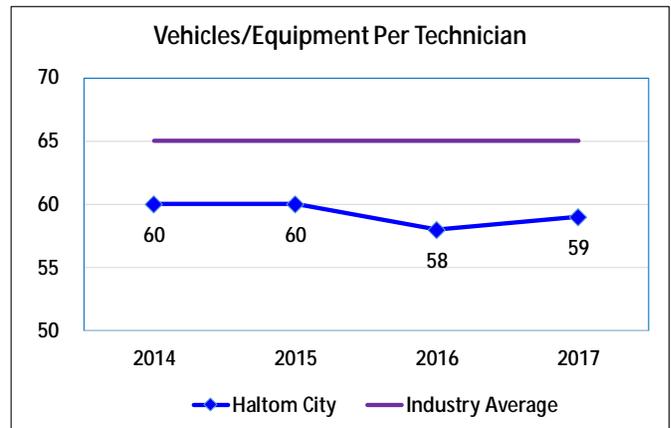
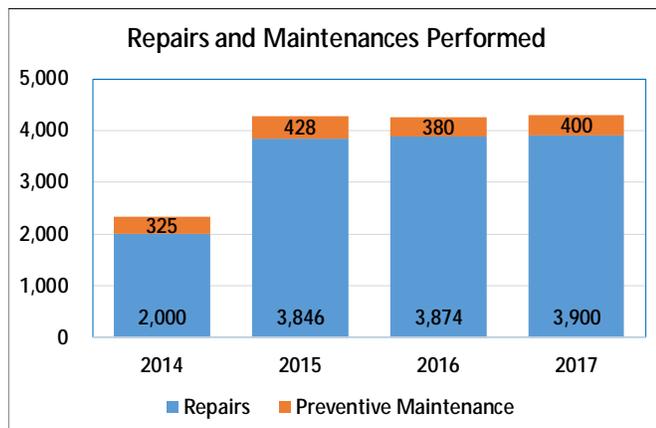
- Preventive maintenance and repair of heavy equipment during emergencies.
- Reduce parts inventory, by \$15,000.
- Provide for scheduled and non-scheduled repairs to City vehicles.
- Implement and maintain a vehicle replacement schedule.
- Provide Emergency Vehicle Technician Certification for all technicians, and Automotive Service Excellence Certifications for all fleet staff
- Evaluate overall fleet operations, to maintain a high level of quality and experience.
- To reduce down time, with the addition of another EVT Trained Technician, and also to have more work completed in house versus Outside Repairs.

FLEET SERVICES

EXPENDITURES	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Personnel	\$345,500	\$384,113	\$384,113	\$333,936
Operations	222,457	207,456	77,456	158,706
Total	\$567,957	\$591,569	\$461,569	\$492,642

STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Fleet Services Manager	1901	65	1	0	0	0
Fleet Services Coordinator	1903	52	1	1	1	1
Senior Auto Mechanic	1902	50	1	1	1	1
Auto Mechanic	1904	44	1	2	2	2
Fleet Service Worker	1905	34	2	1	1	1
Total			6	5	5	5

PERFORMANCE MEASURES	ACTUAL FY2014	ACTUAL FY2015	ESTIMATE FY2016	TARGET FY2017
Total number of repairs completed	2,000	3,846	3,874	3,900
Number of preventive maintenance completed	325	428	380	400
Total number of vehicles/equipment maintained	360	360	348	352
Vehicle/equipment per technician	60	60	58	59
Industry Average - Vehicle/equipment per technician	65	65	65	65
Total number of fleet miles traveled	1,186,833	1,099,068	1,048,563	1,050,000
Number of training classes attended	10	10	10	12



BUILDING MAINTENANCE

Mission Statement

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

Accomplishments of FY2016

- ✓ Completed carpet replacement in City Hall.
- ✓ Replaced all restroom panels in City Hall.
- ✓ Renovated Human Resources Offices and created a computer testing center.
- ✓ Retrofitted the Recreation center gyms with energy efficient lighting to lower the demand for electricity and reduce energy cost. Projected a 30% reduction in electricity consumption.
- ✓ Completed construction on a Public Works facility. Installed shelving for Human Resources and City Hall records.

Objectives for FY 2017

- Provide a better and more efficient building maintenance program through prompt response in performing and supervising repair actions
- 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
- Replace carpets in Fire Station #1
- Repair and update Recreation Center

New Budget Item

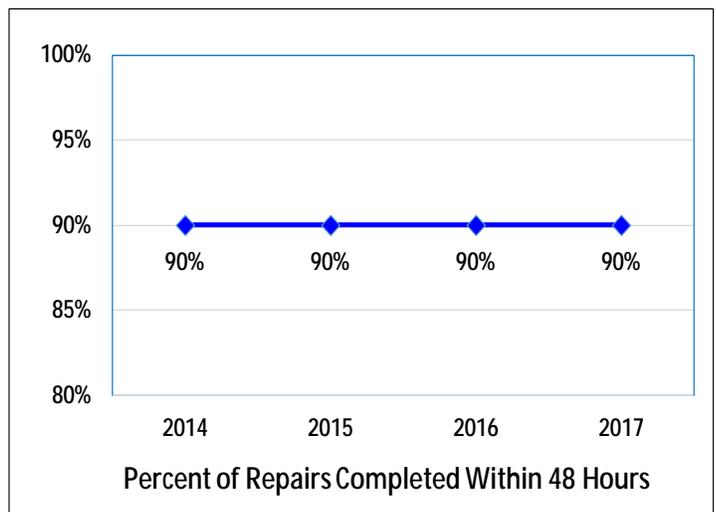
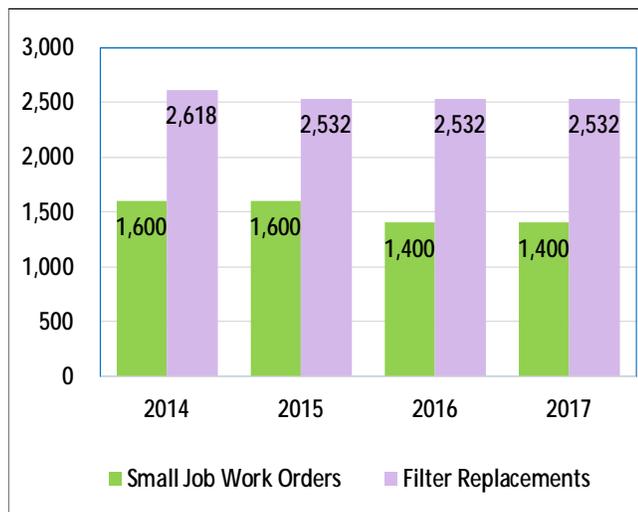
- ❖ Fire Station #1 Carpet \$10,500

BUILDING MAINTENANCE

EXPENDITURES	Actual FY2015	Adopted FY2016	Projected FY 2016	Proposed FY 2017
Personnel	\$65,441	\$119,768	\$119,768	\$144,809
Operations	231,300	398,401	388,325	409,400
Total	\$296,741	\$518,169	\$508,093	\$554,209

STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Proposed FY 2017
Building Maintenance Crewleader	2905	48	0	1	1	1
Building Maintenance Mechanic	2908	41	1	1	1	1
Total			1	1	1	2

PERFORMANCE MEASURES	ACTUAL FY2014	ACTUAL FY2015	ESTIMATE FY2016	TARGET FY2017
Total number of small job work orders completed	1,600	1,600	1,400	1,400
Total number of filter replacements completed	2,580	2,532	2,532	2,532
Total number of HVAC serviced	196	196	196	196
Percent of repairs completed with 48 hours	90%	90%	90%	90%



POLICE

Mission Statement

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

Accomplishments of FY2016

- ✓ Part I crime down approximately 3% from previous year.
- ✓ Made 300 DWI arrests.
- ✓ Responded to over 52,000 calls for service.
- ✓ Increased sex offender verification by 41%.
- ✓ Implemented shared services CAD/RMS.
- ✓ Code Enforcement and Fleet Services were joined with the Police Department.
- ✓ Implemented a body worn camera program for all police and civilian field personnel.

Objectives for FY 2017

- Continue to promote Haltom City in terms of safety, security and environment by supporting current proactive enforcement activities and programs, as well as initiating additional activities and programs as needed.
- Proactive enforcement activities are currently carried out by the Patrol Operations and Investigative Services Divisions. These activities include, but are not limited to, DWI Enforcement Unit, Bicycle Unit, K-9 Unit, and regional efforts through participation in the Tarrant County Auto Theft Task Force. Current proactive enforcement programs include the Crime Free Multi-Housing Program, the School Resource Officer Program and the NE Tarrant County Bait Car Initiative.
- 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.

New Budget Items

- ❖ 2 Code Enforcement Officers \$124,282
- ❖ Public Safety Project Manager \$95,962
- ❖ 6 Motor Vehicles \$330,000 (Funding from Equipment Replacement Fund)

POLICE

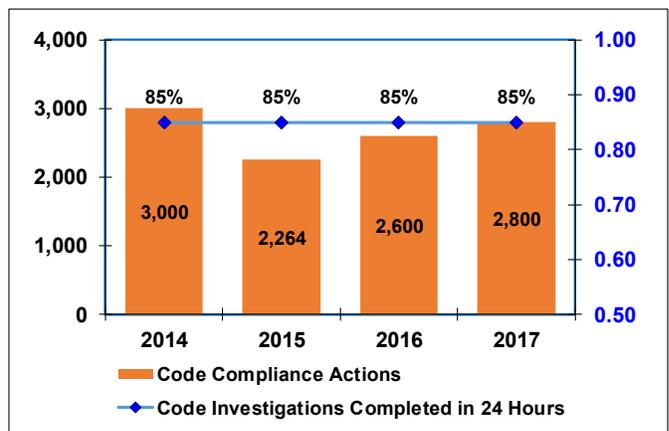
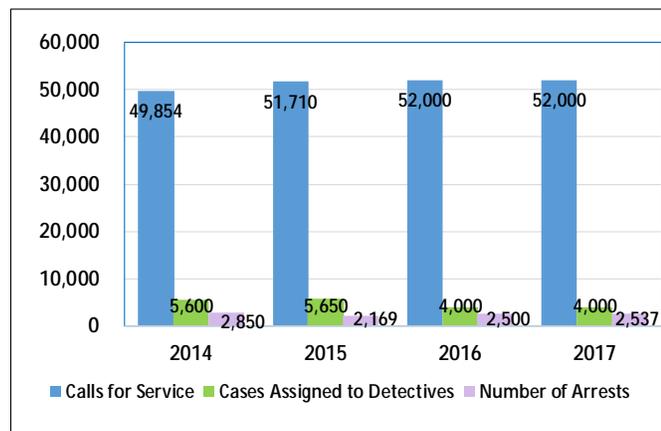
EXPENDITURES	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Personnel	\$6,928,179	\$7,235,378	\$7,235,378	\$8,148,506
Operations	1,213,917	1,440,086	1,440,086	1,405,351
Total	\$8,142,096	\$8,675,464	\$8,675,464	\$9,553,857

STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Director of Public Safety	3001	90	0	1	0	0
Police Chief	3001	87	1	0	1	1
Police Captain	3003	GS77	4	4	4	4
Police Sergeant	3004	GS73	10	10	10	10
Police Corporal	3005	GS66	5	5	5	5
Police Officer	3007	GS62	51	51	51	51
Public Safety Project Manager*	3101	73	0	0	0	1
Crime Scene & Property Technician	3105	50	1	1	1	1
Code Enforcement Officer**	1805	50	0	0	3	5
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	2	2	2
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
Total			82	81	84	87

*New position added in FY2017

**3 Code Enforcement Officers moved from Planning during FY2016 and added 2 new Code Enforcement Officers in FY2017.

PERFORMANCE MEASURES	ACTUAL FY2014	ACTUAL FY2015	ESTIMATE FY2016	TARGET FY2017
Number of calls for service	49,854	51,710	52,000	52,000
Number of cases assigned to detectives	5,600	5,650	4,000	4,000
Number of arrests	2,169	2,500	2,200	2,200
Code Compliance actions	3,000	2,264	2,600	2,800
Code investigations completed in 24 hours	85%	85%	85%	85%



FIRE

Mission Statement

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

Accomplishments of FY2016

- ✓ Compliant to NFPA 1710 with average response time of 5:52 minutes to all emergencies.
- ✓ 100% compliant with EPAB EMS protocol practical skills evaluations.
- ✓ Completed 100% of all businesses, occupancies and multi-family inspections.
- ✓ Graduated 9 new CERT members, recorded over 2,300 volunteer hours assisting the fire department and City.
- ✓ All members attended oriented search techniques and fire control and support activities, as well as resource deployment and fire ground organization training.
- ✓ All members attended cancer prevention and PPE cleaning, as well as stress management training.
- ✓ Three teams of HCFR members responded to state-wide swift water and search emergencies with Task Force 1 and 2.
- ✓ Installed 375 new smoke detectors, changes 99 batteries, conducted public education training for 14,082 children and 3,739 adults.
- ✓ Conducted an average of 269 hours of documented training per member.
- ✓ Emergency Management Plan was approved by TDEM at the advanced level, the highest attainable level.

Objectives for FY 2017

- Credential all members under new EPAB EMS protocol.
- Complete all businesses, occupancies and multi-family inspections annually.
- Compliant to NFPA 1710 with average response time of 6 minutes to all emergencies.
- Initiate an in-house peer counseling program to compliment member wellness.
- Ultimately, achieve a working smoke detector in every home, but a reasonable goal of 100 smoke detectors per year is practical.
- Conduct 100 Injury prevention and public education sessions.
- Train and conduct practical drills for every member in fire control and support activities, swift water boat operations and driver/operator competency training.
- Develop and initiate a practical assessment for promotional testing.
- Average 360 hours per member of documented training annually per member.

New Budget Items

- ❖ Added a Fire Battalion Chief position (Half Year) \$62,439
- ❖ \$10,500 for a PPE Extractor (gear washing machine)
- ❖ Five computers \$14,211 (MDCs for Fire Apparatus)

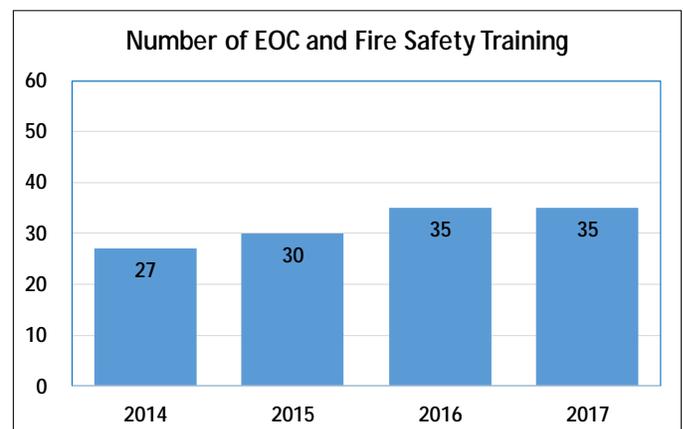
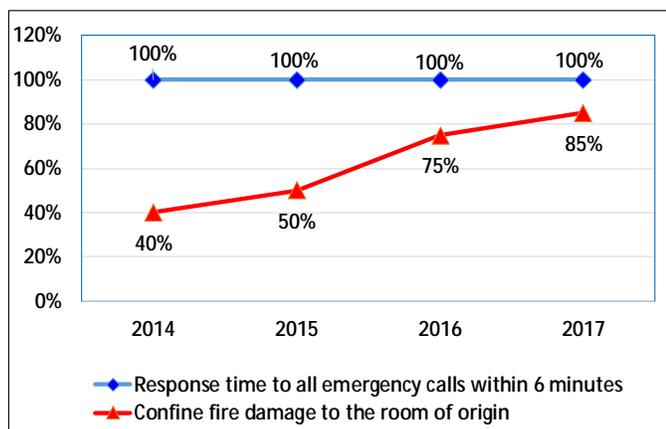
FIRE

EXPENDITURES	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Personnel	\$5,863,482	\$5,835,548	\$5,835,548	\$6,011,538
Operations	361,583	410,527	410,527	437,938
Capital	0	0	0	10,500
Total	\$6,225,065	\$6,246,075	\$6,246,075	\$6,459,976

STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Fire Chief	3401	87	1	1	1	1
Deputy Fire Chief	3402	79	2	1	1	1
Emergency Management Coordinator	2406	73	1	1	1	1
Fire Battalion Chief*	3404	GS77	3	3	3	4
Fire Lieutenant	3405	GS73	13	13	13	13
Firefighter/Driver	3407	GS66	12	12	12	12
Firefighter	3408	GS62	21	21	21	21
Fire Inspector	3409	50	0	0	0	0
Administrative Assistant	2002	43	1	1	1	1
Total			54	53	53	54

*Added 1 Fire Battalion Chief in FY2017

PERFORMANCE MEASURES	ACTUAL FY2014	ACTUAL FY2015	ESTIMATE FY2016	TARGET FY2017
Response time to all emergency calls within 6 minutes	100%	100%	100%	100%
Confine fire damage to the room of origin	40%	50%	75%	85%
Fire inspection for all multi-family and commercial units	100%	100%	100%	100%
Investigate and determine fire cause for all fire incidents	100%	100%	100%	100%
Compliant of 360 hours of documented training per member	93%	100%	100%	100%
Number of EOC, fire safety and public education training exercises	27	30	35	35



MUNICIPAL COURT

Mission Statement

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

Accomplishments for FY2016

- ✓ Developed electronic word document forms for all violation complaints.
- ✓ Developed and implemented the use of spreadsheets for the prosecutor to prepare offers for attorneys.
- ✓ Entered in and started processing the Commercial Motor Vehicle (CMV) Violations.
- ✓ Implemented the Court Notify System.
- ✓ Changed how the Court Process violations to make it easier for the defendants.
- ✓ Implemented the Night Court.

Objectives for FY 2017

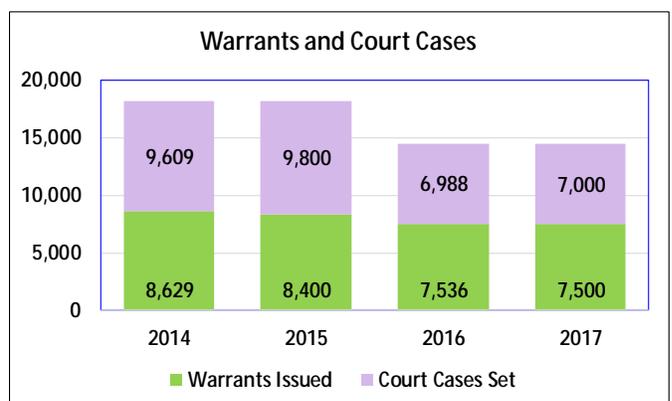
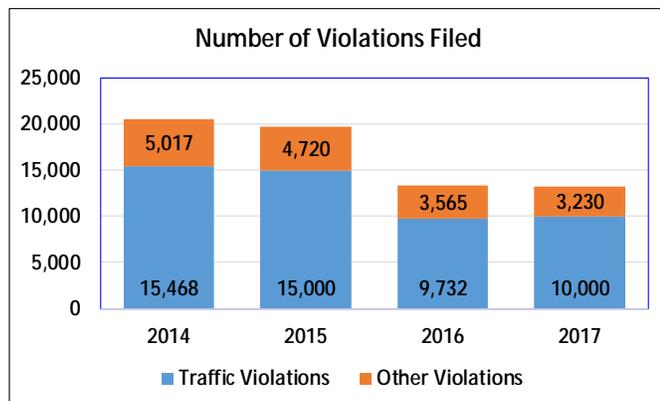
- Continue to offer additional services defendants can utilize to take care of citations without having to appear in person thereby helping those without transportation.
- Set up the registers where each clerk has their own register.
- Get all the clerks cross trained to give better customer service if clerks are out on vacation or sick leave.
- Get all word documents working properly in Incode and saving to Incode's Top system.
- Reduce the number of outstanding warrants.

MUNICIPAL COURT

EXPENDITURES	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Personnel	\$538,367	\$578,912	\$578,912	\$513,848
Operations	47,893	114,549	114,549	119,970
Total	\$586,260	\$693,461	\$693,461	\$633,818

STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Court Clerk/Court Administrator	2502	61	1	1	1	0
Management Analyst	1204	61	0	0	0	1
Court Clerk/Court Supervisor	2503	51	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	2	2	2
Deputy Court Clerk/Juvenile Case Manager	2507	37	1	1	1	1
Marshal	2508	57	1	1	1	1
Total			9	8	8	8

PERFORMANCE MEASURES	ACTUAL FY2014	ACTUAL FY2015	ESTIMATE FY2016	TARGET FY2017
Number of traffic violations filed	15,468	15,000	9,732	10,000
Number of State law violations filed	4,181	4,000	2,730	2,500
Number of City ordinance violations filed	714	600	762	650
Number of parking violations filed	122	120	73	80
Total Number of violations filed	20,485	19,720	13,297	13,230
Number of warrants issued	8,629	8,400	7,536	7,500
Number of court cases set	9,609	9,800	6,988	7,000
Clearance rate for warrants	96%	98%	105%	99%
Cases closed within 90 days	29%	32%	25%	25%
Clearance rate for cases	96%	95%	98%	97%



STREET AND DRAINAGE

Mission Statement

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

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

Accomplishments of FY2016

- ✓ Replaced Orval Court asphalt: 514 tons of Type B (Binder Mix) and 269 tons of Type D (Surface Mix)
- ✓ Replaced Wall Street asphalt: 87.75 tons of Type D
- ✓ Milled and replaced Brent Drive: 446 tons of Type D
- ✓ Replaced concrete valley and replaced Type D surface mix at Dunson Drive
- ✓ Replaced 68 regulatory signs
- ✓ Repaired and replaced 56 traffic signals
- ✓ Swept over 529 miles of streets

Objectives for FY 2017

- Reduce the amount of waiting time for concrete repairs
- Reduce the amount of time for water/sewer street cut repairs
- Replace subgrade and asphalt on Cemetery Road
- Replace subgrade and asphalt on Revere Road from Vicki Street to Ira Street
- Mill and overlay Whitley Road from Browning to Haltom City

New Budget Item

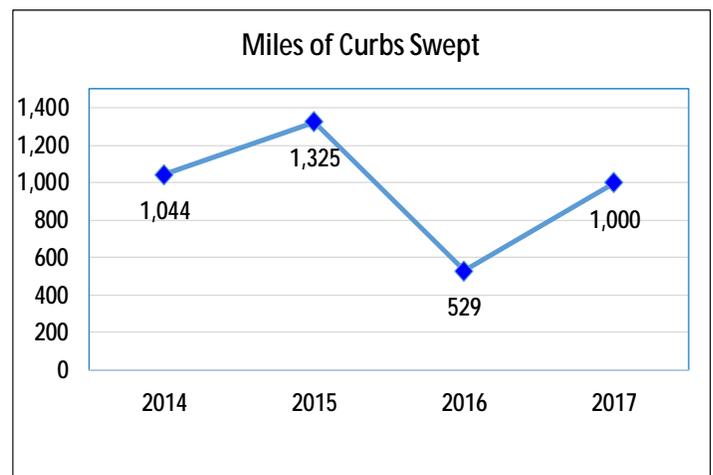
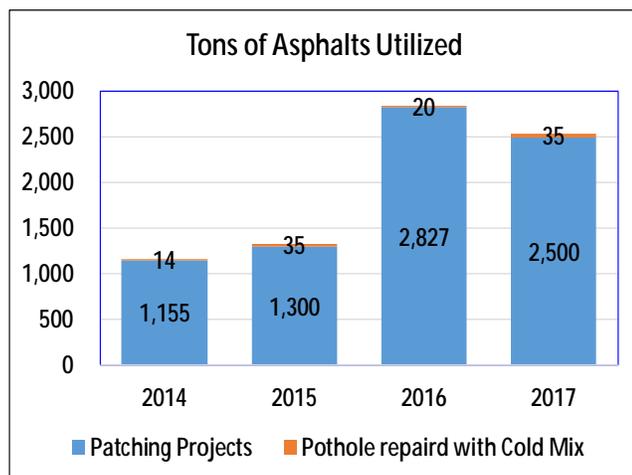
- ❖ Sign machine \$25,000

STREET AND DRAINAGE

EXPENDITURES	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Personnel	\$530,012	\$658,677	\$658,677	\$684,457
Operations	207,084	214,208	211,944	201,885
Capital				25,000
Total	\$737,096	\$872,885	\$870,621	\$911,342

STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Street Maintenance Supervisor	2901	62	0.5	0.5	0.5	0.5
Public Works Crewleader	2905	48	2	2	2	2
Senior Equipment Operator	2906	43	2	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	3	3	3	3
Total			11.5	11.5	11.5	11.5

PERFORMANCE MEASURES	ACTUAL FY2014	ACTUAL FY2015	ESTIMATE FY2016	TARGET FY2017
Tons of asphalt utilized in patching projects	1,155	1,300	2,827	2,500
Tons of asphalt (cold mix) utilized to repair potholes	14	35	20	35
Traffic signal repair work orders completed	24	25	36	45
Regulatory Signs replaced	40	100	68	60
Miles of curbs swept	1,044	1,325	529	1,000



PARKS AND RECREATION

Mission Statement

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

Accomplishments of FY2016

Parks Maintenance

- ✓ Replaced Recreation Center Roof
- ✓ Completed the refinishing of Gym floor
- ✓ Irrigated and established turf for the new youth soccer program
- ✓ Maintained all parks and medians

Recreation Division

- ✓ Increase participants in the youth soccer program, about 300 participants
- ✓ Completed the third successful summer program
- ✓ Hosted the annual Back to School Health Fair
- ✓ Conducted fundraising events (Car Show, Stampede, Golf Tournament) to provide resources for Back to School Health Fair.

Senior Center

- ✓ Added 126 new members with a total of 420 clients on roster
- ✓ Served over 21,561 meals with an average of 85 meals per day
- ✓ Continued to work with Community Partners to improve the lives of senior citizens

Community Partnerships

- ✓ Katten & Bension Elder Law – provided two legal Workshops and follow ups with free signing of wills, power of attorneys, medical and durable
- ✓ UNT Health Science Center (Senior Assisting in Geriatric Education) – healthcare/medical students visited seniors in their home to provide health care advises
- ✓ UNT Health Science Center (Mighty Care Program) – provided monthly blood pressure checks for seniors at the Senior Center
- ✓ Meals on Wheels Social Workers (Home Meds Program – case managers visit seniors to review medications to prevent potential drug interaction
- ✓ Community Party Express: Once a month on the 4th Thursday evening at the Senior Center food distribution hosted by Father's Heart Ministry to needy families

Objectives for FY 2017

- Modify Haltom Road Park to include a veteran memorial garden
- Upgrade North Parks to include a new restroom and various repairs
- Successfully maintain all parks and medians
- Increase revenue for recreation activities
- Provide meals for senior citizens
- Continue community partnerships programs for citizens

New Budget Item

- ❖ Director of Parks and Recreation \$108,675

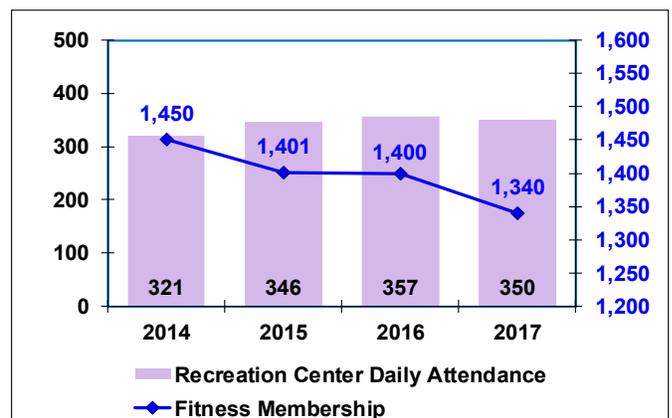
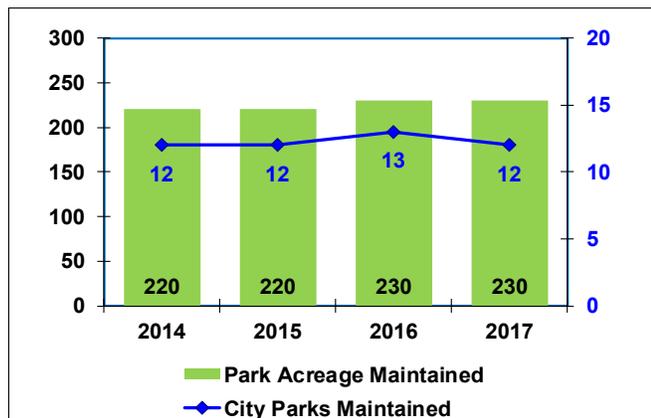
PARKS AND RECREATION

EXPENDITURES	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Personnel	\$799,371	\$806,407	\$806,407	\$954,032
Operations	233,583	322,581	321,731	320,209
Capital	0	0	0	0
Total	\$1,032,954	\$1,128,988	\$1,128,138	\$1,274,241

STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Director of Parks & Recreation*	1601	77	1	0	0	1
Recreation Supervisor	1602	54	1	1	1	1
Athletic Coordinator	1606	47	0	1	1	1
Senior Recreation Assistant	1604	41	1	1	1	1
Recreation Assistant	1605	36	1	1	1	1
Senior Center Supervisor	1603	58	1	1	1	1
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
Total			13	13	13	14

*Added Director of Parks & Recreation in FY2017

PERFORMANCE MEASURES	ACTUAL FY2014	ACTUAL FY2015	ESTIMATE FY2016	TARGET FY2017
Number of landscape facilities maintained	14	15	16	16
Number of landscape irrigation systems maintained	93	97	100	100
Park acreage maintained	220	220	230	230
Landscape acreage maintained	51	75	85	95
Number of athletic fields maintained	8	10	10	12
Total number of playground equipment maintained	43	44	45	46
Total number of City parks maintained	12	12	13	12
Average Recreation Center Daily Attendance	321	346	357	350
Total Fitness Memberships	1,450	1,401	1,400	1,340
Total Sports Participants	2601	2775	2800	2815
Total number of meals served at Senior Center	19730	20141	22000	21111
Total number of volunteers at Senior Center	217	230	240	250
Total number of volunteer hours at Senior Center	12819	13586	13700	14000
Average Daily Attendance at Senior Center	88	85	88	90



LIBRARY

Mission Statement

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

Accomplishments of FY2016

- ✓ Birdville Independent School District (BISD)/Public Libraries Partnership: BISD and the five BISD public libraries sponsored the 3rd annual contest for students to create a video publicizing the Summer Reading Club for 2016 and securing a library card for all high school students at BISD 2016 fall enrollment. The public library card registration will be expanded to include middle school students at fall registration 2016.
- ✓ Partnering with University of Texas at Dallas to offer more science programming, e.g., *Super Science Saturdays* (interactive science programs), science exhibits.
- ✓ Lunar & Planetary Institute: continued partnership.
- ✓ Partnering with United Way: one of only 3 libraries to be invited to participate in annual *Wild About Reading*; third consecutive year.
- ✓ Partnering with the Fire Services Board and Birdville Museum to assist in fundraising efforts (i.e., selling tickets at library).
- ✓ For the 11th year the library has broken its record for Summer Reading Club registrations; 2015 was 1,728 registrations.
- ✓ Quality programming, e.g., *Ladies' Night Out* (also a fundraiser), Romance author night, income tax preparation (sixteenth year), Summer Reading Club, monthly movie nights, writing contest (sixteenth year), computer classes for adults, bi-lingual story time (with BISD), *Bots & Books* (initially from grant).
- ✓ Awarded, for eighth year, the *Achievement of Library Excellence Award* from the Texas Municipal Library Directors Association (an affiliate of the Texas Municipal League).
- ✓ Homebound Services: one of the few libraries in the area with homebound services (delivery of books to permanent or temporary homebound). Over 50 homebound patrons.
- ✓ Outreach services: one of the few libraries in the area to offer this service (taking library programming, library card sign-up, puppet shows, presentations, etc. out to the community). Computer classes to be taught at Senior Center commencing in May. Weekly visits to day care centers.
- ✓ Partnering with Art in the City group to exhibit artwork in library.
- ✓ Permanent home of City's annual art contest Best of Show winners.
- ✓ Hillshire Foods: off-site Haltom City Public Library.
- ✓ Training for Library Board: series of 8 training videos (American Library Association) for new board members as well as seasoned members.

Goals for FY 2017

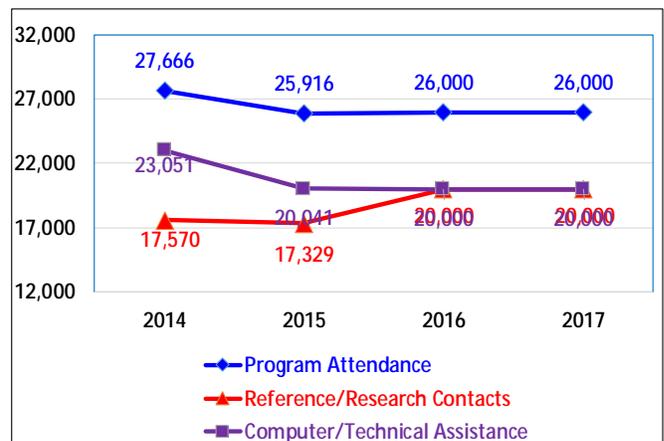
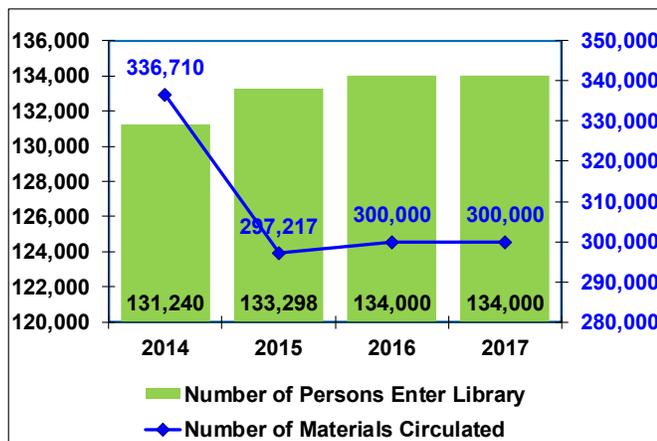
- Provide a facility that is a destination hub for the community (resources and meeting spaces)
- Continue to provide and improve access to information, education and leisure learning (in-house and remote)
- Provide state of the art library services and programming to users of all ages to explore personal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

LIBRARY

EXPENDITURES	Actual FY2015	Adopted FY2016	Projected FY 2016	Proposed FY 2017
Personnel	\$897,340	\$952,594	\$952,594	\$988,412
Operations	208,607	225,874	225,874	226,312
Total	\$1,105,947	\$1,178,468	\$1,178,468	\$1,214,724

STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Proposed FY 2017
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	2
Librarian	1504	54	4	4	4	3
Administrative Secretary	2003	41	1	1	1	1
Library Acquisitions Specialist	1505	46	1	1	1	1
Library Clerk	1506	34	3	3	3	3
Senior Library Clerk	1507	38	1	1	1	1
Total			13	13	13	13

PERFORMANCE MEASURES	ACTUAL FY2014	ACTUAL FY2015	ESTIMATE FY2016	TARGET FY2017
Number of persons entering the Library	131,240	133,298	134,000	134,000
Number of materials circulated	336,710	297,217	300,000	300,000
Total program attendance	27,666	25,916	26,000	26,000
Total number of reference/research contacts	17,570	17,329	20,000	20,000
Total number of computer/technical assistance	23,051	20,041	20,000	20,000
Total number of homebound visits	353	323	350	350
Examinations proctored	102	100	200	200



NON-DEPARTMENTAL

Purpose

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

EXPENDITURES	Actual FY2015	Adopted FY2016	Projected FY 2016	Proposed FY 2017
Personnel	\$272,006	\$626,083	\$493,433	\$597,818
Operations	1,501,340	1,543,306	1,387,992	1,781,262
Capital	32,370	0	15,000	0
Transfers Out	232,000	500,000	500,000	500,000
Total	\$2,037,715	\$2,669,389	\$2,396,425	\$2,879,080

DEBT SERVICE FUND



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

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

- ❖ Debt Service Fund Description
- ❖ Debt Service Fund Budget Summary
- ❖ FY2017 Debt Model
- ❖ FY2017 Debt Service Schedule
- ❖ Total Debt Service – Principal and Interest
- ❖ Total Debt Service – All Funds

DEBT SERVICE FUND DESCRIPTION

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

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

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

Debt Management

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

The ordinances authorizing the issuance of the Combination Tax and Revenue Refunding Bonds and the Public Property Finance Contractual Obligations require that the City's ad valorem tax revenues and charges for services be enough to generate net revenues sufficient to provide for the payment of the debt service requirements of the bonds issued. The City is in compliance with all requirements of the ordinances for the year ended September 30, 2016.

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 \$5,396,432 includes \$4,369,419 of debt supported by property taxes. The property tax supported debt is the equivalent of 16.2% of General Fund expenditures, well within the current policy. For FY2017, the debt services portion of the tax rate is at \$0.23767.

Future Debt Issuances

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 are as follows:

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

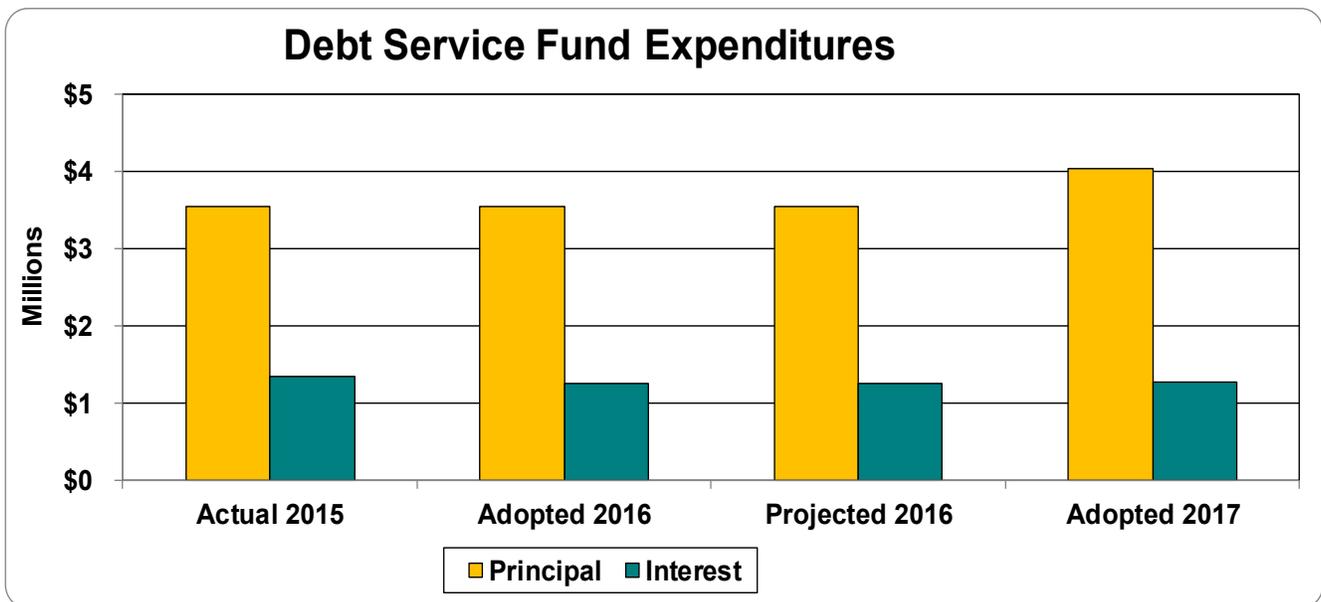
The first series of the General Obligation Bonds, totaling \$7,655,000, was sold in April, 2011. The debt service tax rate is increasing to \$0.21 per \$100 to service the new principal and interest requirements. The second issue of \$3 million was sold in April 2013. In April, 2014 totals \$2,165,000 was issued. The remaining \$8.388 million is planned to be issued serially through FY2020. Debt issuance for FY2017 is about \$3 million with \$2 million for street projects and \$1 million for park projects.

The Fund Balance of the Debt Service Fund is projected to be \$194,193 at September 30, 2017. This reflects a decrease of \$157,654 from the estimated FY2016 balance of \$377,229. Policy requires a positive fund balance sufficient, when coupled with transfers and tax collections, to make the principal and interest payments due in February.

Debt Service Fund Summary and the City's debt model for FY2017 are included in the following pages.

**DEBT SERVICE FUND
BUDGET SUMMARY**

FUND 05	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$202,104	162,909	217,584	\$377,229
Revenues				
Property Tax Revenue	3,636,079	4,000,042	4,000,042	4,369,419
Interest Income	2,307	-	2,000	2,000
Transfer from General Fund	150,000	-	-	-
Transfer from Economic Dev. Fund	-	381,925	381,925	375,263
Transfer from CCPD Fund	-	127,215	127,215	-
Transfer from Oil and Gas	550,200	490,650	490,650	466,713
Transfer from Water/Sewer	62,068	60,000	60,000	-
Other	500,020	-	-	-
Total Revenues	4,900,673	5,059,832	5,061,832	5,213,395
Funds Available	5,102,777	5,222,741	5,279,416	5,590,624
Expenditures				
Principal	3,545,000	3,545,000	3,545,000	4,030,000
Interest	1,335,853	1,259,263	1,259,263	1,276,432
Bond Issuance Costs	-	-	-	-
Refunded Escrow Bond Payment	-	-	-	-
Other	4,340	97,924	97,924	90,000
Total Expenditures	4,885,193	4,902,187	4,902,187	5,396,432
Fund Balance, Ending	\$217,584	\$320,554	\$377,229	\$194,193



City of Haltom City

Fiscal Year 2017 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	GO Bonds Series 2011	CO's Series 2011
2017	\$139,000	\$211,400	\$434,326	\$391,391	\$507,810	\$297,950	\$428,042	\$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	27,062
2025	142,800		303,178		522,930		699,492	26,219
2026			302,258		528,088		699,027	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	\$1,223,100	\$841,440	\$3,465,951	\$766,830	\$6,250,870	\$1,416,000	\$9,882,093	\$289,563

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
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	\$1,832,600	\$676,947	\$437,422	\$1,271,640	\$1,843,996	\$3,210,138	\$1,033,250	\$772,700

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
\$159,250	\$188,719	\$84,363	\$154,313	\$518,509	\$69,310	\$136,369	\$91,638	\$3,844,389
47,025	185,219	86,650	150,687	498,776	68,122	133,859	95,594	3,543,469
45,675	181,718	78,937	82,875	499,043	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
	231,412							931,311
	223,850							223,850
\$251,950	\$3,580,647	\$326,263	\$463,813	\$4,508,688	\$784,716	\$1,577,053	\$187,231	\$35,816,204

CO's Series 2012	GO Refunding Series 2014	Total
\$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
\$3,110,557	\$1,301,522	\$15,490,765

Storm Drainage Utility Fund			
Fiscal Year Ending 9/30	CO's Series 2006	GO Refunding Series 2014	Total
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	\$814,200	\$1,762,194	\$2,576,394

City of Haltom City Fiscal Year 2017 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
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	\$1,158,250	\$309,725	\$2,082,866	\$630,000	\$4,180,841

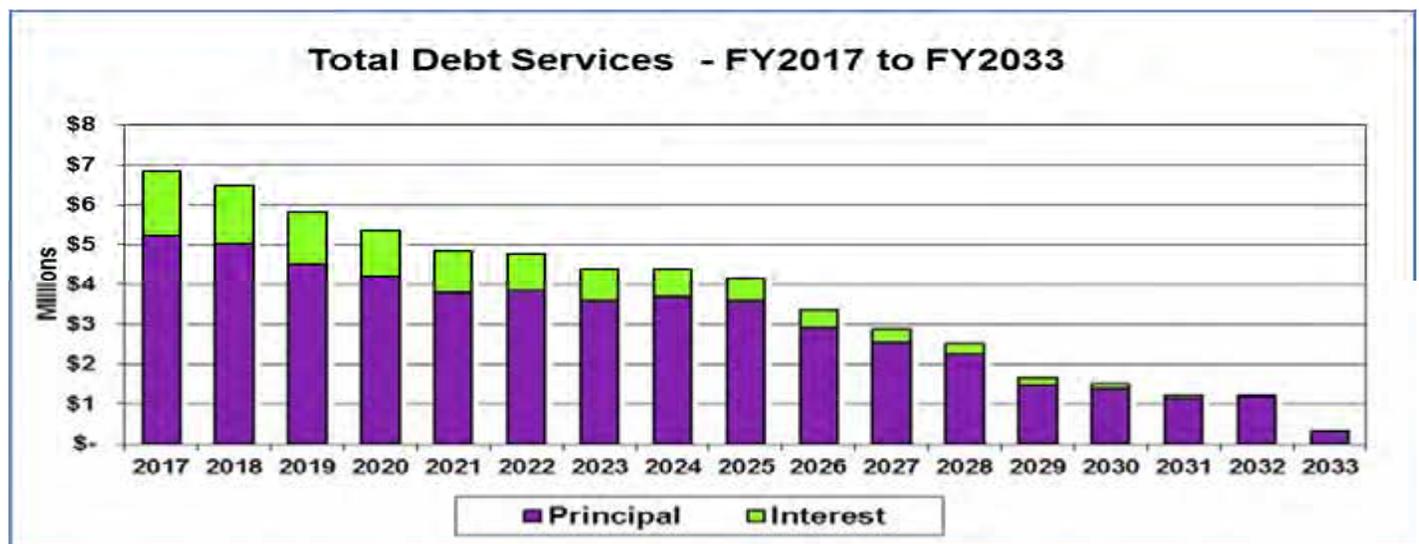
Economic Development				
Fiscal Year	CO's	GO Refunding	GO Refunding	
Ending 9/30	Series 2006	Series 2010	Series 2012	Total
\$2,017	\$73,200	\$97,563	\$204,500	\$375,263
2018	71,200	95,225	205,800	372,225
2019	74,100	97,600	201,300	373,000
2020	71,900	99,825	206,650	378,375
2021	74,600	86,700	206,775	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	\$734,900	\$476,913	\$2,477,225	\$3,689,038

**City of Haltom City
Fiscal Year 2017 Debt Service**

Current Bonded Debt Service FY 2017				Funding Source					
Series	Principal	Interest	Total	General Fund	Oil & Gas	Economic Dev	Water & Sewer	Drainage Utility	Total
2006 GO	\$100,000	\$39,000	\$139,000	\$139,000					\$139,000
2006 CO	230,000	106,800	336,800			73,200	182,900	80,700	336,800
2006 GO & Refunding	185,000	26,400	211,400	211,400					211,400
2007 CO	370,000	124,995	494,995	434,325			60,670		494,995
2008 GO & Refunding	590,000	25,725	615,725	391,391			224,335		615,725
2008 CO	365,000	243,994	608,994	507,810			101,184		608,994
2009 GO & Refunding	570,000	46,315	616,315				616,315		616,315
2010 CO	-	93,925	93,925				93,925		93,925
2010 GO & Refunding	545,000	77,513	622,513	297,950		97,563	227,000		622,513
2011 GO	150,000	278,043	428,043	428,043					428,043
2011 CO	125,000	35,000	160,000	32,000	128,000				160,000
2012 CO	335,000	79,225	414,225	159,250	57,550		197,425		414,225
2012 GO & Refunding	265,000	78,400	343,400			204,500	138,900		343,400
2013 GO	100,000	88,719	188,719	188,719					188,719
2013 CO	140,000	62,400	202,400	84,363	118,038				202,400
2013 Tax Note	295,000	22,438	317,438	154,313	163,125				317,438
2013 GO & Refunding	430,000	88,509	518,509	518,509					518,509
2014 GO & Refunding	230,000	72,468	302,468	69,310			30,326	202,832	302,468
2014 GO	105,000	31,369	136,369	136,369					136,369
2014 Tax Note	90,000	1,705	91,705	91,705					91,705
2017 GO & Refunding	500,000	120,000	620,000	620,000					620,000
Total	\$5,720,000	\$1,742,940	\$7,462,940	\$4,464,454	\$466,713	\$375,263	\$1,872,980	\$283,532	\$7,462,940

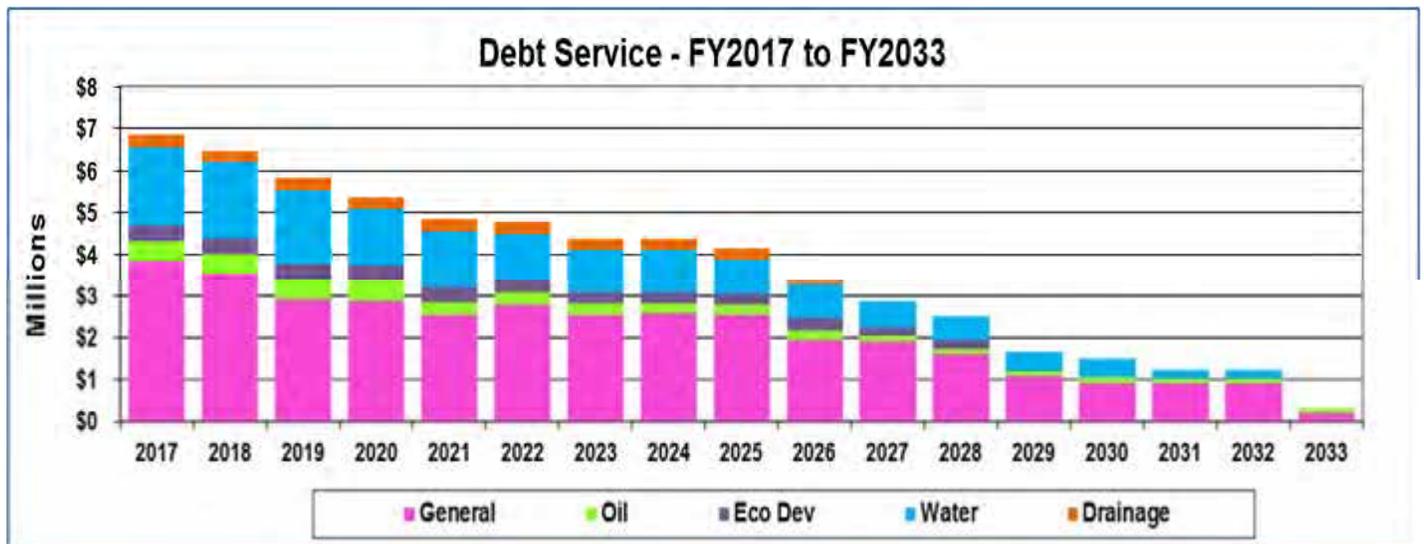
**City of Haltom City
Total Debt Service – Principal and Interest
As of 10/1/2016**

Total Debt Service All Funds - All Issues As of 10/1/2016			
Fiscal Year	Principal	Interest	Total
2017	\$5,220,000	\$1,622,941	\$6,842,941
2018	5,025,000	1,468,265	6,493,265
2019	4,515,000	1,319,072	5,834,072
2020	4,190,000	1,180,661	5,370,661
2021	3,795,000	1,049,928	4,844,928
2022	3,855,000	921,778	4,776,778
2023	3,585,000	797,510	4,382,510
2024	3,700,000	675,776	4,375,776
2025	3,595,000	551,295	4,146,295
2026	2,925,000	435,556	3,360,556
2027	2,540,000	335,713	2,875,713
2028	2,255,000	247,820	2,502,820
2029	1,485,000	179,934	1,664,934
2030	1,370,000	127,521	1,497,521
2031	1,150,000	79,586	1,229,586
2032	1,195,000	34,349	1,229,349
2033	320,000	5,600	325,600
Total	\$50,720,000	\$11,033,305	\$61,753,305



**City of Haltom City
Total Debt Service – All Funds
As of 10/1/2016**

Total Debt Service Funding Sources As of 10/1/2016						
Fiscal Year	General	Oil	Eco Dev	Water	Drainage	Total
2017	\$3,844,454	\$466,713	\$375,263	\$1,872,980	\$283,532	\$6,842,942
2018	3,543,467	457,438	372,225	1,842,474	277,660	6,493,264
2019	2,931,340	457,488	373,000	1,785,664	286,580	5,834,072
2020	2,885,051	466,500	378,375	1,355,499	285,238	5,370,663
2021	2,556,758	306,775	368,075	1,334,524	278,796	4,844,928
2022	2,781,666	298,925	278,950	1,140,030	277,208	4,776,779
2023	2,563,683	246,500	281,275	1,015,587	275,466	4,382,511
2024	2,581,706	239,500	278,350	1,007,596	268,624	4,375,776
2025	2,546,394	232,625	285,100	820,487	261,690	4,146,296
2026	1,952,135	226,125	286,425	814,269	81,600	3,360,554
2027	1,919,457	121,438	209,000	625,819		2,875,714
2028	1,610,286	118,313	203,000	571,222		2,502,821
2029	1,090,535	115,125		459,274		1,664,934
2030	926,632	111,875		459,017		1,497,524
2031	927,549	108,563		193,475		1,229,587
2032	931,306	105,188		192,850		1,229,344
2033	223,850	101,750				325,600
Total	\$35,816,265	\$4,180,841	\$3,689,038	\$15,490,767	\$2,576,394	\$61,753,305





Annual Budget FY2017

SPECIAL REVENUE FUNDS



Special Revenue Funds are used to account for revenue sources that are legally restricted to be spent for specific purposes. The City Currently has the following Special Revenue Funds. The funds are listed in the order in which they appear in the following pages.

SPECIAL REVENUE FUNDS	FUNDING SOURCES
❖ Economic Development Fund	Transfers from General Fund
❖ Crime Control & Prevention District Fund	1/4 Cent Sales Tax
❖ Oil & Gas Fund	Bonuses, Lease Fees, 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	Fines
❖ Grant Fund	Grants
❖ PEG Fund	Franchise Fees
❖ Fire Donation Fund	Citizen Contributions
❖ Library Donation Fund	Citizen Contributions
❖ Police Forfeiture Fund	Sale of Seized Assets
❖ Park Donation Fund	Citizen Contributions
❖ Park Dedication Fund	Developer Contributions
❖ Safe Pathways Fund	Developer Contributions
❖ Animal Shelter Fund	Citizen Contributions
❖ Police Donation Fund	Citizen Contributions
❖ Police CART Fund	Participating Agency Contributions

ECONOMIC DEVELOPMENT FUND

The Economic Development Fund accounts for all the activities of the Haltom City Economic Development Corporation. In May 2016, the Haltom City citizens voted to discontinue funding of a one-half cent sales tax for economic development. Starting FY2017, sales tax will not be a direct revenue, major funding of economic development will be from General Fund transfers.

Mission Statement

The Economic Development Department is 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 value, stimulation of new investment and strengthening local trade.

Accomplishments of FY2016

- ✓ Completed construction of IH 820 Project for new development in the area
- ✓ Constructed the four welcome monument signs
- ✓ Continued reconstruction of 377 and Belknap corridor
- ✓ Provided incentives for businesses to relocate to the City

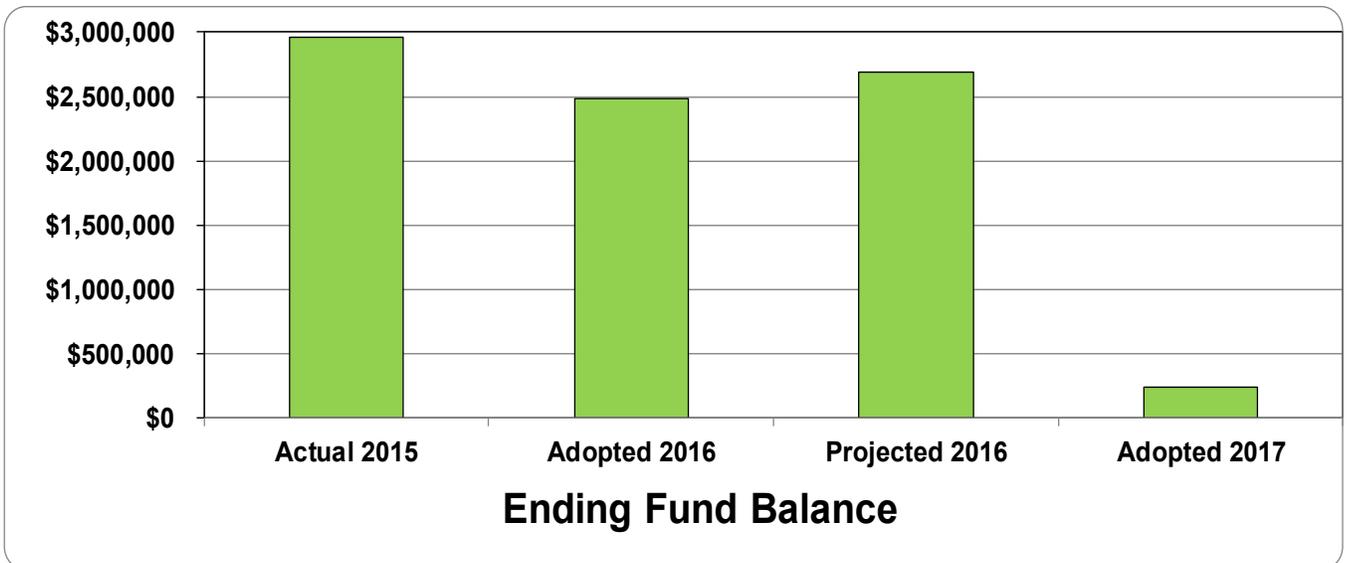
Objectives for FY 2017

- Maximize the economic benefits of the IH 820 Project :
 - Continue to develop tax incremental finance (TIF) districts in areas north and south of the corridor
 - Re-zoning of property located in TIF districts
 - Provide data to developers
- Lead the City to build a new municipal complex
- Continue to encourage in-fill developments
- Continue to focus on the revitalization of the Belknap corridor
 - Encourage business development for in-fill along the Belknap corridor
 - Continue to explore marketing opportunities in Asian venues
- Create additional incentives to encourage new development and redevelopment

STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Proposed FY 2017
Business Development Coordinator	1201	58	1	0	0	0
Community Project Coordinator	1202	47	1	1	1	1
GIS Analyst	1303	60	1	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	1	1	1	1
Total			7	6	6	6

**ECONOMIC DEVELOPMENT FUND
BUDGET SUMMARY**

FUND 11	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$2,576,224	2,511,423	\$2,962,170	\$2,693,039
Revenues:				
Sales Tax	3,053,111	3,116,775	3,116,775	-
Grant Proceeds	8,990,274	-	187,174	-
Interest Income	22,192	2,418	25,298	10,000
Miscellaneous Revenue	-	-	139,112	-
Transfers in	17,500	-	-	-
Total Revenues	12,083,078	3,119,193	3,468,359	10,000
Funds Available	14,659,302	5,630,616	6,430,529	2,703,039
Expenditures:				
GIS	(1,669)	76,839	76,839	78,990
Parks	2,752,931	615,877	604,724	477,420
Economic Development	337,841	540,420	278,385	598,826
Capital Outlay	7,703,759	650,000	1,442,305	490,000
Non-Departmental	536,145	404,276	463,313	446,062
Transfer to Debt Service	368,125	381,925	391,925	375,263
Transfer to Capital Projects	-	480,000	480,000	-
Total Expenditures	11,697,132	3,149,337	3,737,491	2,466,561
Fund Balance, Ending	\$2,962,170	\$2,481,279	\$2,693,039	\$236,477



CRIME CONTROL AND PREVENTION DISTRICT FUND

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

Mission Statement

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

Accomplishments of FY2016

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

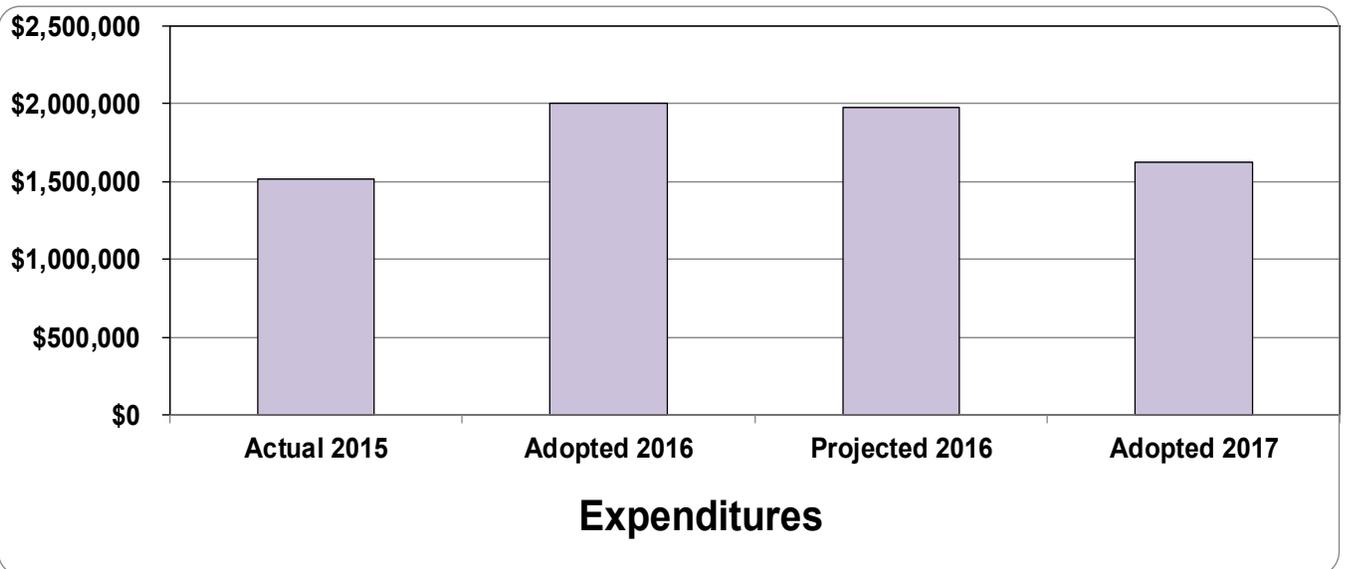
Objectives for FY 2017

- Continue to accumulate resources for a new municipal complex.
- Increase efficiency by employing technological improvements throughout the department.
- Continue to partner with the community to make Haltom City a better place to live, work and visit.

STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Proposed FY 2017
Police Sergeant	3004	GS73	2	2	2	2
Police Officer	3007	GS62	2	3	3	3
Total			4	5	5	5

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

FUND 12	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$673,909	\$525,457	\$621,492	\$125,401
Revenues				
Sales Tax	1,465,227	1,480,468	1,480,468	1,500,000
Interest income	1,152	1,800	4,000	4,500
Total Revenues	1,466,379	1,482,268	1,484,468	1,504,500
Funds Available	2,140,288	2,007,725	2,105,960	1,629,901
Expenditures				
Police Administration	630,714	897,146	900,521	979,198
Non-Departmental	506,187	676,823	652,823	641,032
Transfers to General Fund	250,000	300,000	300,000	0
Transfers to Debt Service Fund	131,895	127,215	127,215	0
Total Expenditures	1,518,796	2,001,184	1,980,559	1,620,230
Fund Balance, Ending	\$621,492	\$6,541	\$125,401	\$9,671

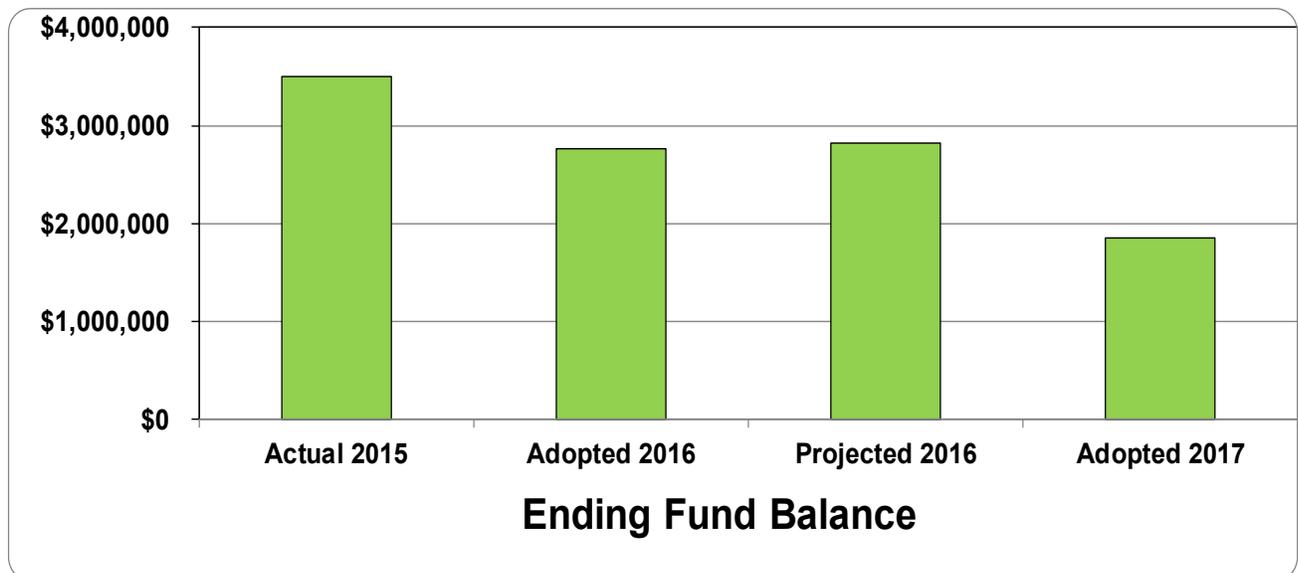


OIL AND GAS FUND

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

OIL AND GAS FUND BUDGET SUMMARY

FUND 13	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$4,170,241	\$3,445,428	\$3,501,192	\$2,825,542
Revenues				
Oil & Gas Revenue	127,709	200,000	60,000	50,000
Oil & Gas Permits	130,000	0	130,000	130,000
Interest Income	13,441	10,000	25,000	15,000
Transfer In: Park Performance Fund	10,000	0	0	0
Total Revenues	281,151	210,000	215,000	195,000
Funds Available	4,451,392	3,655,428	3,716,192	3,020,542
Expenditures				
Transfer to General Fund	400,000	400,000	400,000	700,000
Transfer to Debt Service Fund	550,200	490,650	490,650	466,713
Total Expenditures	950,200	890,650	890,650	1,166,713
Fund Balance, Ending	\$3,501,192	\$2,764,778	\$2,825,542	\$1,853,829

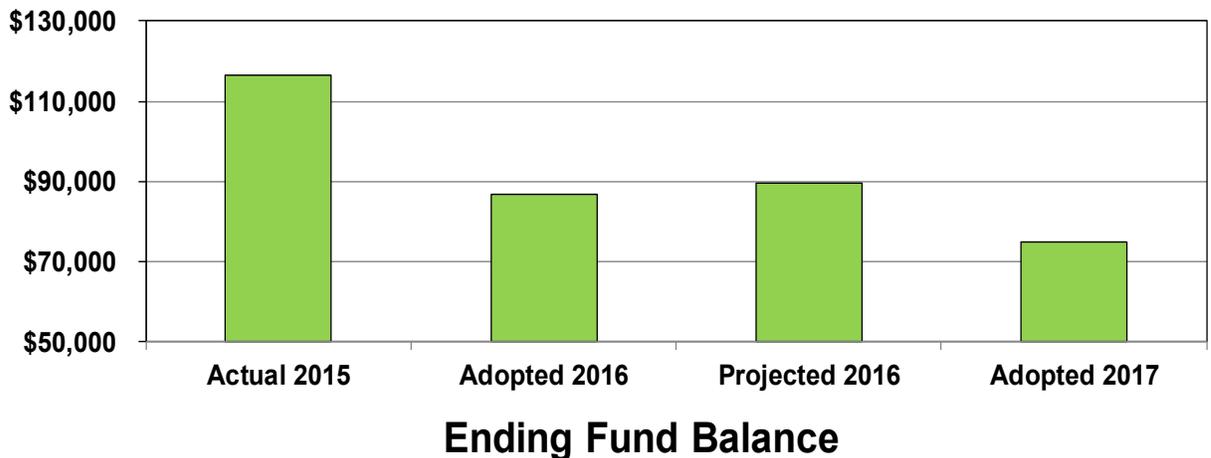


HOTEL / MOTEL TAX FUND

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

HOTEL/MOTEL TAX FUND BUDGET SUMMARY

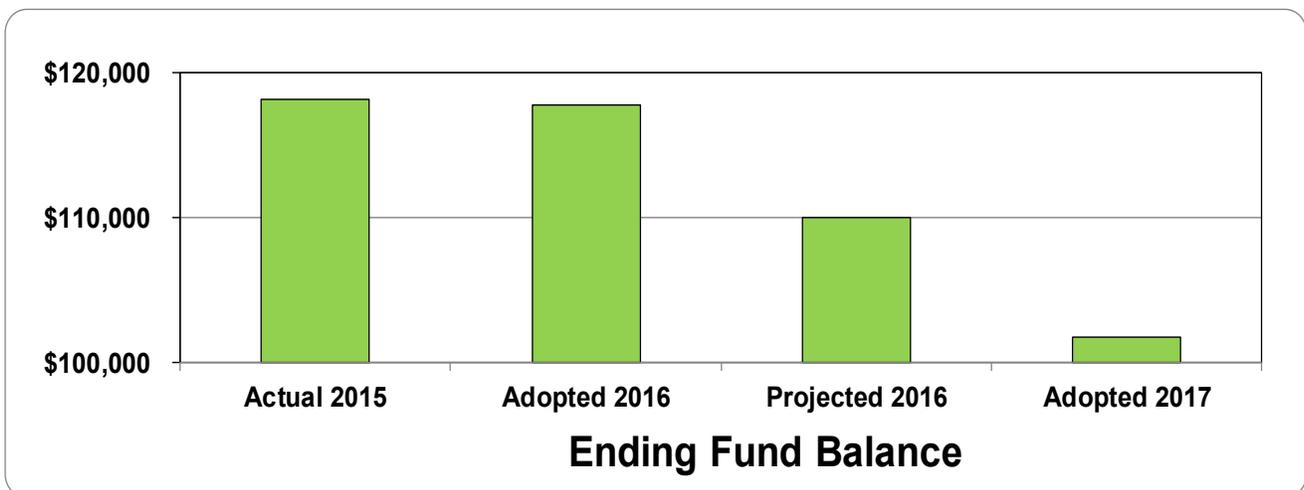
FUND 14	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$116,918	\$102,861	\$100,326	\$89,596
Revenues				
Hotel/Motel Tax Revenue	44,681	43,600	43,600	44,000
Interest income	360	240	900	900
Total Revenues	45,041	43,840	44,500	44,900
Funds Available	161,959	146,701	144,826	134,496
Expenditures				
Beautification Expenditures	22,113	23,018	18,440	23,018
Special Events - Overtime	27,030	24,277	24,277	24,076
Non-Departmental	12,490	12,513	12,513	12,520
Total Expenditures	61,633	59,808	55,230	59,614
Fund Balance, Ending	\$116,447	\$86,893	\$89,596	\$74,882



COURT SECURITY FUND

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

COURT SECURITY FUND BUDGET SUMMARY				
FUND 15	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$132,649	\$118,502	\$118,195	\$109,995
Revenues				
Court Security Fee	32,149	33,000	25,000	25,000
Interest Income	474	300	800	800
Total Revenues	32,624	33,300	25,800	25,800
Funds Available	165,273	151,802	143,995	135,795
Expenditures				
Operations Expenditures	640	1,000	1,000	1,000
Transfer to General Fund	46,438	33,000	33,000	33,000
Total Expenditures	47,078	34,000	34,000	34,000
Fund Balance, Ending	\$118,195	\$117,802	\$109,995	\$101,795

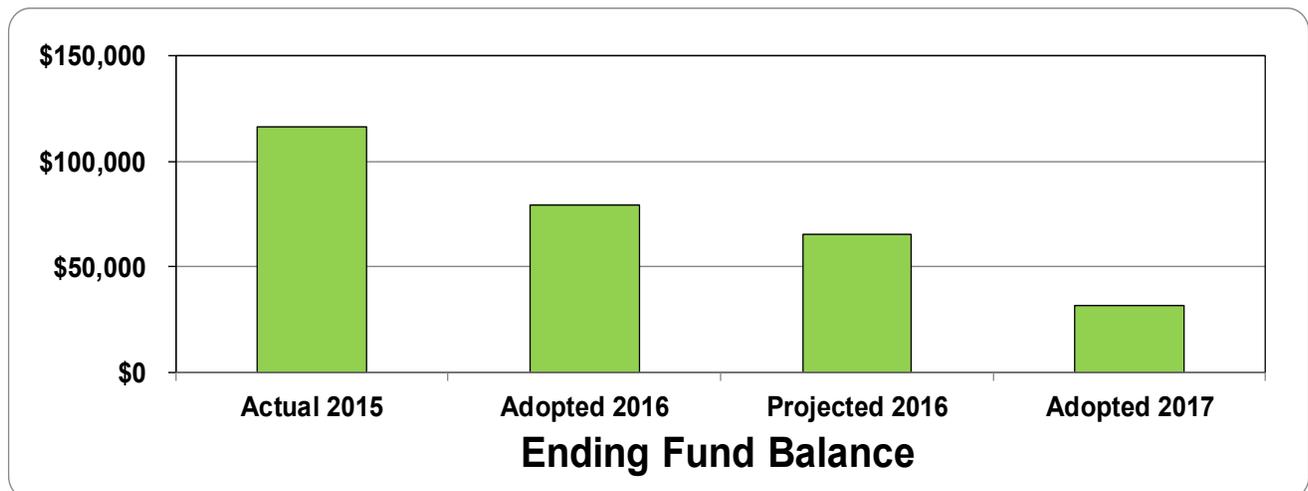


COURT TECHNOLOGY FUND

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

COURT TECHNOLOGY FUND BUDGET SUMMARY

FUND 16	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$117,022	\$117,931	\$117,379	\$65,612
Revenues				
Court Technology Fee	42,866	43,500	30,000	30,000
Interest Income	441	300	600	800
Total Revenues	43,307	43,800	30,600	30,800
Funds Available	160,329	161,731	147,979	96,412
Expenditures				
Technology expenditures	2,049	45,975	45,975	54,517
Computer Equipment	0	0	0	3,000
Computer Software	34,476	29,792	29,792	0
Transfer to General Fund	6,425	6,600	6,600	7,200
Total Expenditures	42,950	82,367	82,367	64,717
Fund Balance, Ending	\$116,535	\$79,364	\$65,612	\$31,695

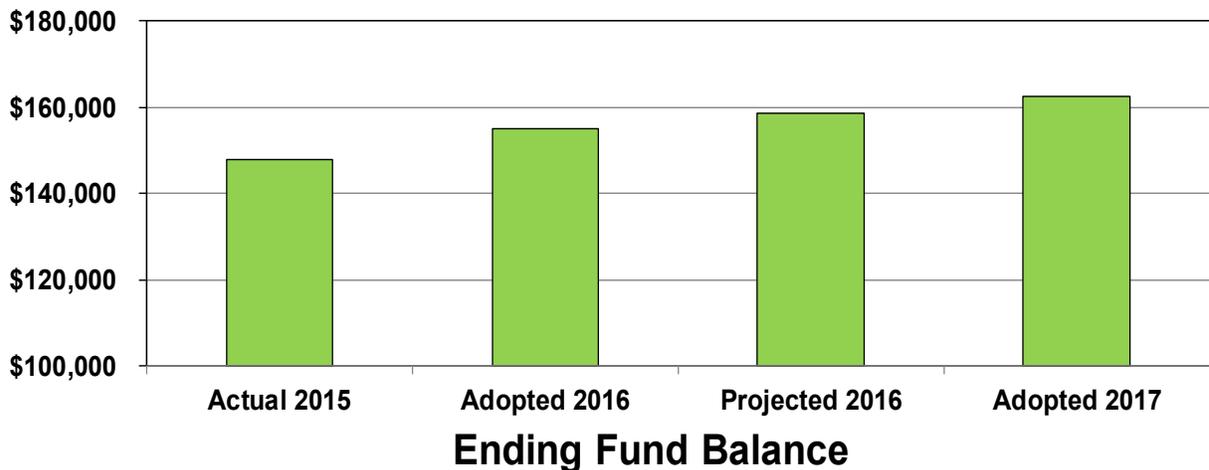


JUVENILE CASE MANAGER FUND

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

JUVENILE CASE MANAGER FUND BUDGET SUMMARY

FUND 17	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$148,493	\$152,013	\$155,033	\$158,733
Revenues				
Juvenile Case Manager Fee	53,397	52,000	52,000	52,000
Interest Income	607	420	1,200	1,200
Total Revenues	54,004	52,420	53,200	53,200
Funds Available	202,497	204,433	208,233	211,933
Expenditures				
Operations Expenditures	435	1,500	1,500	1,500
Transfer to General Fund	47,029	48,000	48,000	48,000
Total Expenditures	47,464	49,500	49,500	49,500
Fund Balance, Ending	\$147,852	\$154,933	\$158,733	\$162,433

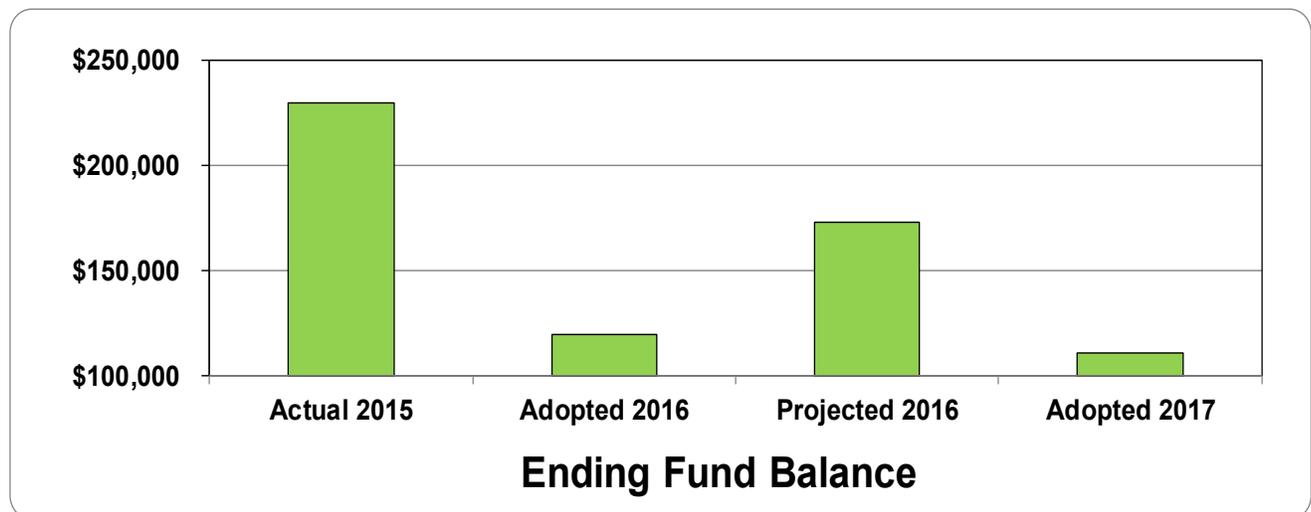


RED LIGHT CAMERA FUND

This fund accounts for fees collected from defendant convicted of running red lights at intersections that have red light cameras. The fees are \$75 per conviction and are used for traffic safety improvements.

RED LIGHT CAMERA FUND BUDGET SUMMARY

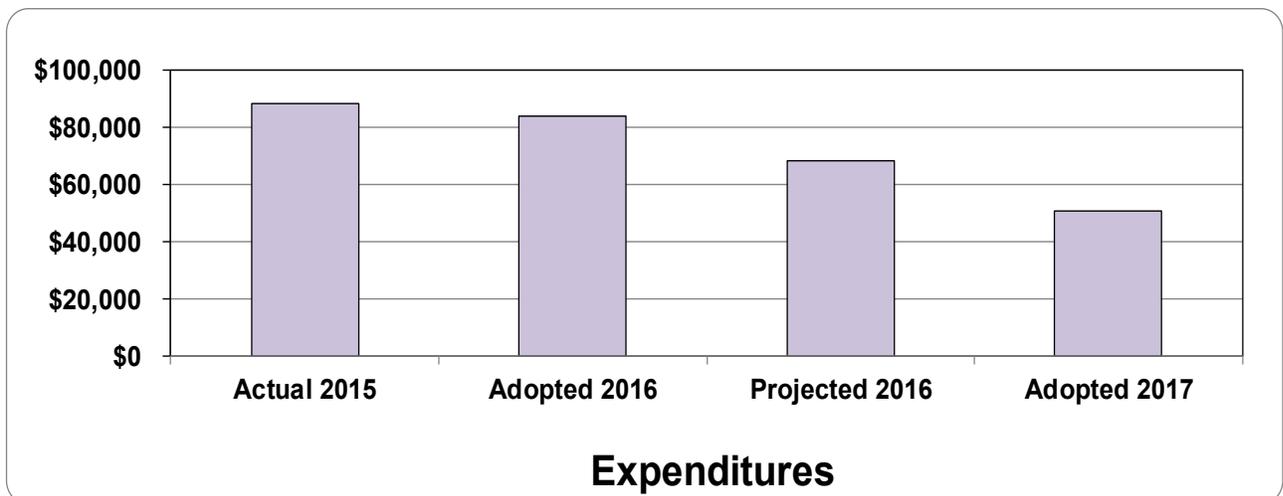
FUND 18	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$230,625	\$199,136	\$209,441	\$173,211
Revenues				
Red Light Camera Fees	142,776	120,000	160,000	180,000
Interest Income	643	600	1,600	1,600
Total Revenues	143,420	120,600	161,600	181,600
Funds Available				
Expenditures				
Operations Expenditures	134,911	187,830	185,830	188,173
Capital	29,692	12,000	12,000	56,000
Total Expenditures	164,603	199,830	197,830	244,173
Fund Balance, Ending	\$229,380	\$119,906	\$173,211	\$110,638



GRANT FUND

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

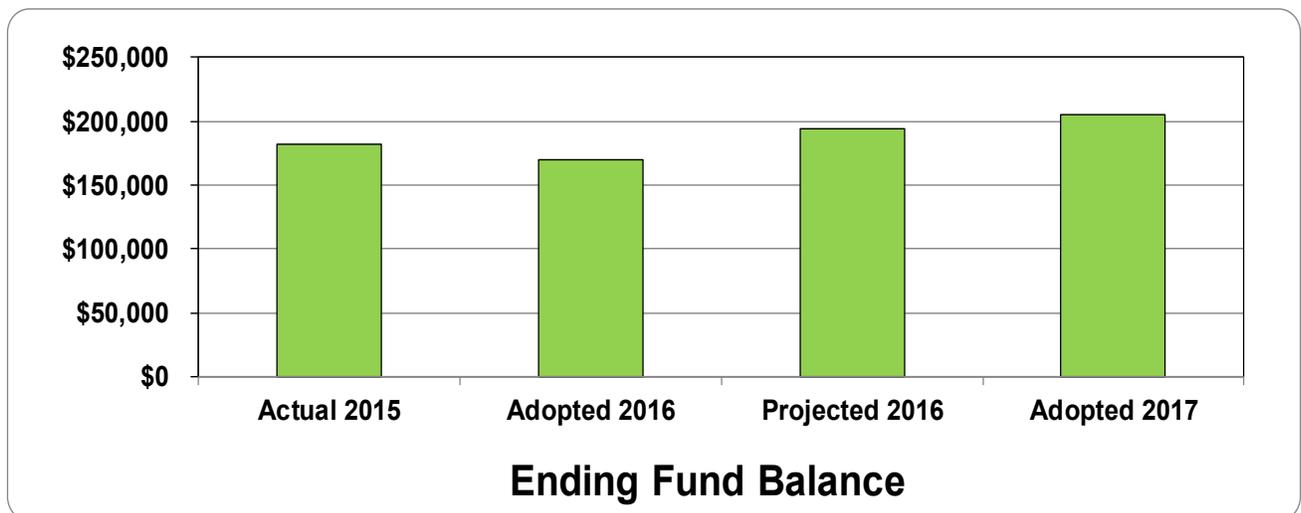
GRANT FUND BUDGET SUMMARY				
FUND 19	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	(\$79,747)	\$16,440	\$35,828	\$12,603
Revenues				
Federal Intergovernmental Revenues	99,854	69,061	40,000	50,733
State Intergovernmental Revenues	21,936	0	5,140	0
Interest income	63	0	0	0
Transfer from General Fund	82,000	0	0	0
Total Revenues	203,853	69,061	45,140	50,733
Funds Available	124,106	85,501	80,968	63,336
Expenditures				
Police				
Step Speed Grant	44,917	61,061	40,000	47,272
Bullet Proof Vest Grant	10,009	2,695	3,076	3,461
JAG Grant	19,176	20,149	20,149	0
LEOSE Training Grant	25	0	5,140	0
Emergency Management				
Urban Area Security Initiative	14,152	0	0	0
Total Expenditures	88,278	83,905	68,365	50,733
Fund Balance, Ending	\$35,828	\$1,596	\$12,603	\$12,603



PEG FUND

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

PEG FUND BUDGET SUMMARY				
FUND 20	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$94,453	\$157,693	\$181,677	\$194,377
Revenues				
Public Education and Government Fee	86,590	64,000	64,000	60,000
Interest Income	634	300	1,200	1,200
Total Revenues	87,224	64,300	65,200	61,200
Funds Available	181,677	221,993	246,877	255,577
Expenditures				
Operations Expenditures	0	52,500	52,500	50,000
Total Expenditures	0	52,500	52,500	50,000
Fund Balance, Ending	\$181,677	\$169,493	\$194,377	\$205,577

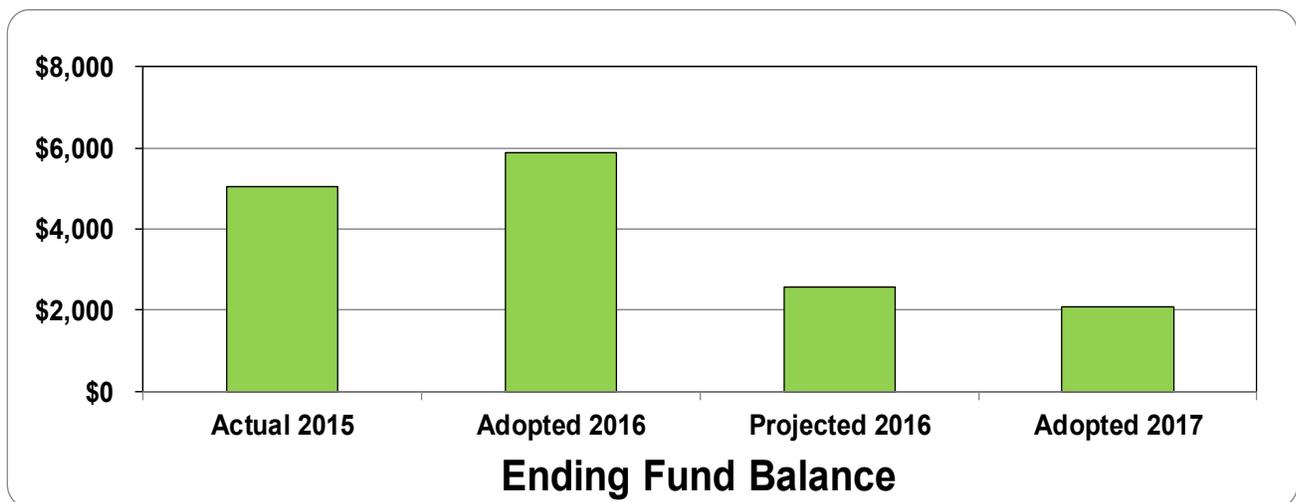


FIRE DONATION FUND

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

FIRE DONATION FUND BUDGET SUMMARY

FUND 21	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$4,673	\$3,483	\$5,039	\$2,587
Revenues				
Donations	2,577	2,400	5,448	2,400
Interest Income	20	10	100	100
Total Revenues	2,597	2,410	5,548	2,500
Funds Available	7,270	5,893	10,587	5,087
Expenditures				
Operations Expenditures	2,231	0	8,000	3,000
Total Expenditures	2,231	0	8,000	3,000
Fund Balance, Ending	\$5,039	\$5,893	\$2,587	\$2,087

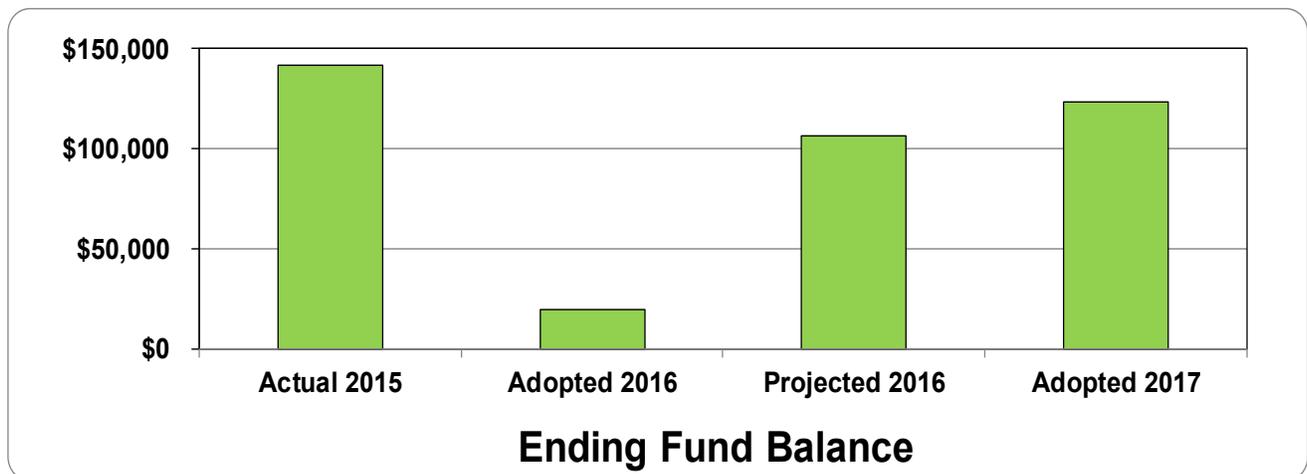


LIBRARY DONATION FUND

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

Some of the accomplishments made possible by this fund include: purchase of furniture and equipment for meeting rooms, implementation of a computer education program, purchase of publications on CD-ROMS, and annual photo contest.

LIBRARY DONATION FUND BUDGET SUMMARY				
FUND 22	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$111,652	\$61,233	\$141,756	\$106,456
Revenues				
Donations	29,179	11,700	17,500	19,500
Interest income	503	160	1,200	1,200
Copy Sales	19,986	20,000	20,000	20,000
Coffee Sales	1,082	1,200	900	1,000
Total Revenues	50,751	33,060	39,600	41,700
Funds Available	162,403	94,293	181,356	148,156
Expenditures				
Operations Expenditures	20,647	74,900	74,900	24,659
Total Expenditures	20,647	74,900	74,900	24,659
Fund Balance, Ending	\$141,756	\$19,393	\$106,456	\$123,497

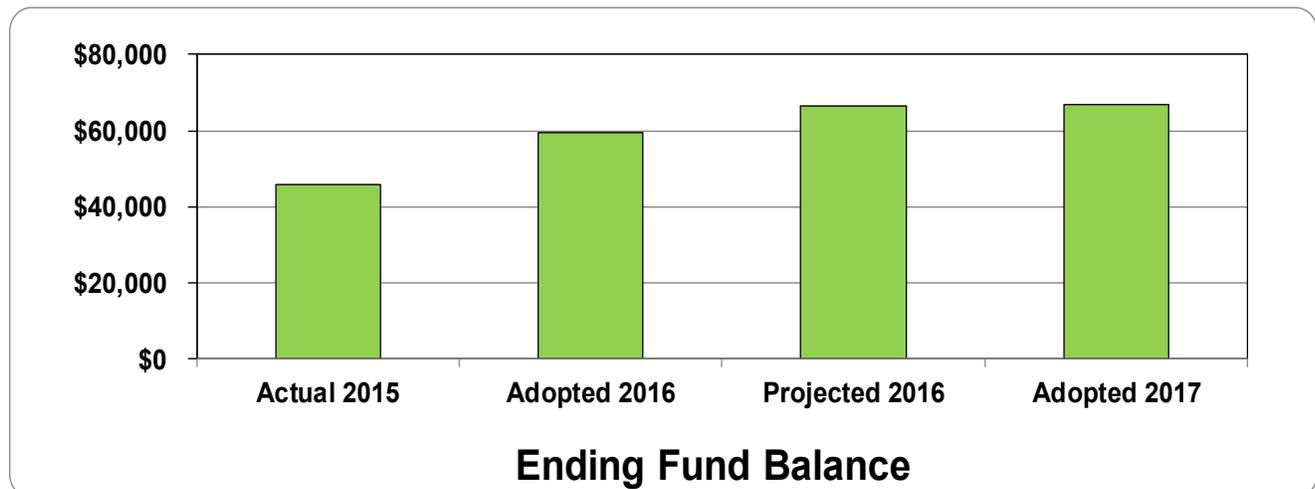


POLICE FORFEITURE FUND

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

POLICE FORFEITURE FUND BUDGET SUMMARY

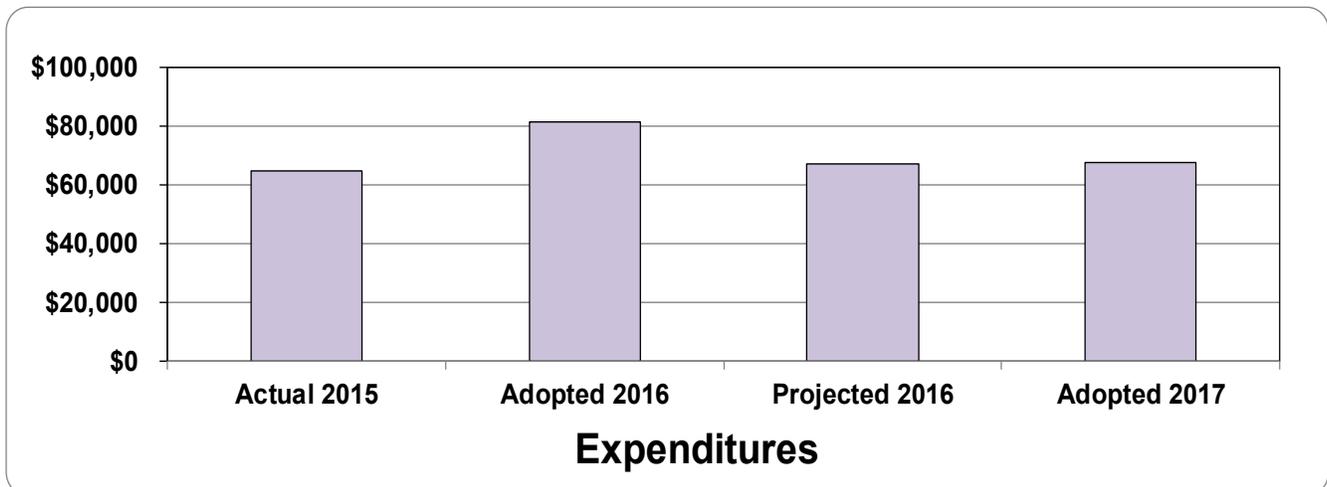
FUND 23	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$49,134	\$43,027	\$45,947	\$66,501
Revenues				
Awarded property revenue	22,029	25,000	33,882	22,000
Interest income	228	20	440	400
Total Revenues	22,257	25,020	34,322	22,400
Funds Available	71,391	68,047	80,269	88,901
Expenditures				
Operations Expenditures	25,444	8,600	13,768	22,000
Transfer to CART Fund	0	0	0	0
Total Expenditures	25,444	8,600	13,768	22,000
Fund Balance, Ending	\$45,947	\$59,447	\$66,501	\$66,901



PARK DONATION FUND

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

PARK DONATION FUND BUDGET SUMMARY				
FUND 24	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$23,181	\$10,619	\$27,659	\$33,969
Revenues				
Monthly Donations	10,670	10,000	10,000	10,000
Special Events Donations	3,988	8,000	4,000	4,000
Back to School Health Fair Donations	50,855	50,000	50,000	50,000
Arts Festival Donations	1,827	1,000	1,600	1,500
Interest income	91	75	110	110
Miscellaneous Revenue	1,450	2,100	7,600	7,500
Total Revenues	68,881	71,175	73,310	73,110
Funds Available	92,062	81,794	100,969	107,079
Expenditures				
Operation Expenditures	13,124	10,600	9,500	17,000
Special Events Expenditures	12,902	15,000	12,000	10,000
Back to School Healthfair Expenditures	37,599	50,000	45,000	40,000
Arts Festival Expenditures	777	500	500	500
Capital Outlay	0	5,000	0	0
Total Expenditures	64,403	81,100	67,000	67,500
Fund Balance, Ending	\$27,659	\$694	\$33,969	\$39,579

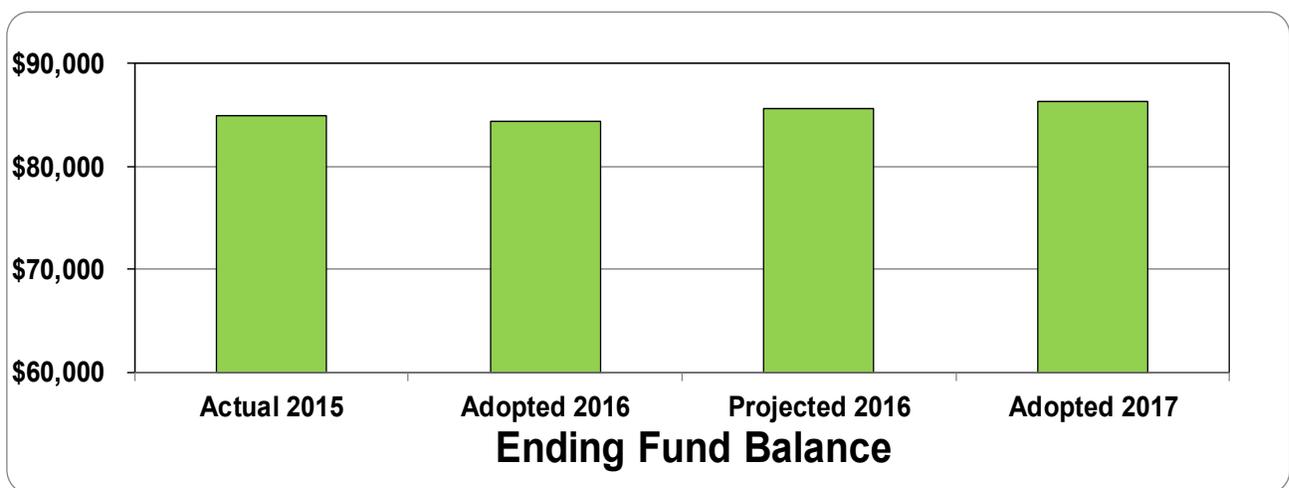


PARK DEDICATION FUND

This City has a Park Dedication Ordinance which requires developers of any residential property in the City to either dedicate park land or pay cash in lieu of land dedication. Money received must be used for park development and park improvements. There are no contributions nor appropriations budgeted for FY2017.

PARK DEDICATION FUND BUDGET SUMMARY

FUND 25	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$102,098	\$84,345	\$84,929	\$85,629
Revenues				
Developer Contributions	0	0	0	0
Interest Income	331	100	700	700
Total Revenues	331	100	700	700
Funds Available	102,429	84,445	85,629	86,329
Expenditures				
Operations Expenditures	0	0	0	0
Transfer to EDC Fund	17,500	0	0	0
Total Expenditures	17,500	0	0	0
Fund Balance, Ending	\$84,929	\$84,445	\$85,629	\$86,329

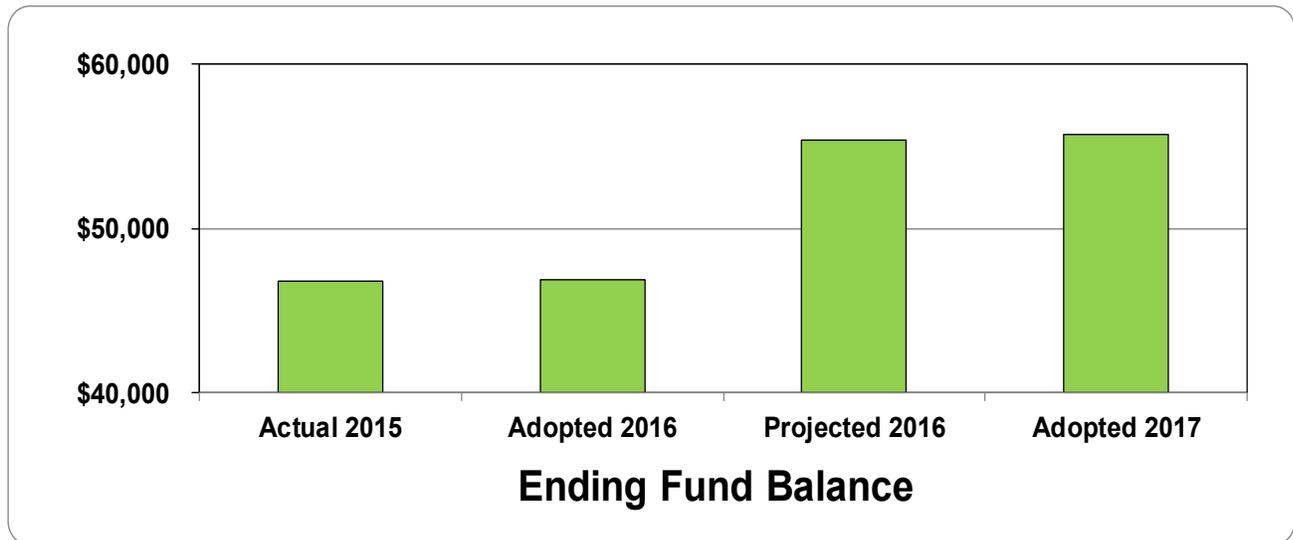


SAFE PATHWAYS FUND

In July 2003, the City adopted Ordinance 0-2003-011-15 which created the “Safe Pathways Program” to build sidewalks. This fund tracks donations made to the City in accordance with this program. Funds must be used in the sub-division from which they were received unless special approval is granted by the City Council to use the funds within two miles of the sub-division. Fund must be used within ten years of collection. There is no planned expenditure for this fund for FY2017.

SAFE PATHWAYS FUND BUDGET SUMMARY

FUND 26	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$47,029	\$46,816	\$51,735	\$55,335
Revenues				
Developer Contributions	4,520	0	3,200	0
Interest Income	186	75	400	400
Total Revenues	4,706	75	3,600	400
Funds Available	51,735	46,891	55,335	55,735
Expenditures				
Streets and Sidewalks	0	0	0	0
Total Expenditures	0	0	0	0
Fund Balance, Ending	\$46,816	\$46,891	\$55,335	\$55,735

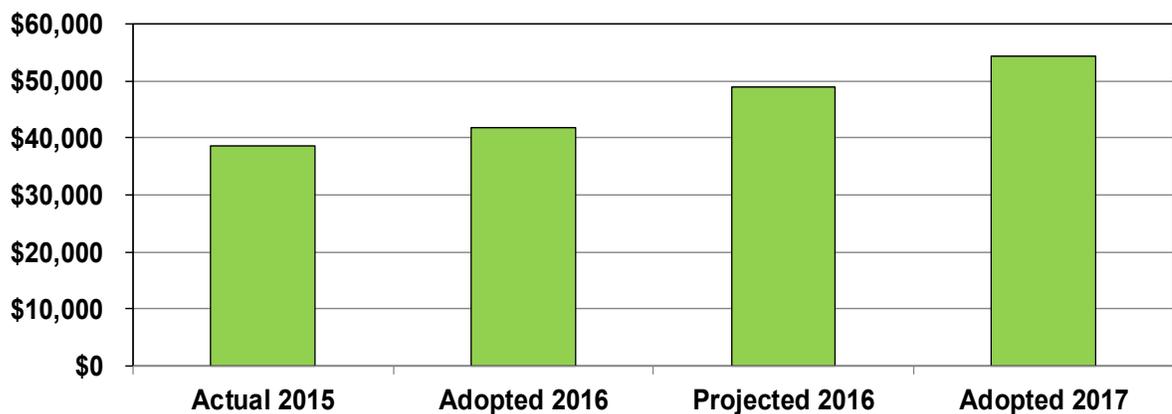


ANIMAL SHELTER FUND

This fund was established in Fiscal Year 2000 in recognition of growing community concern to replace the existing animal shelter with a more modern and larger facility. With completion of constructing the facility, this fund will track the donations from the community and the expenditures of the funds. For FY2017, no expenditure is budgeted.

ANIMAL SHELTER FUND BUDGET SUMMARY

FUND 27	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$38,569	\$41,619	\$43,590	\$48,990
Revenues				
Donations	4,861	0	5,000	5,000
Interest Income	160	50	400	400
Total Revenues	5,021	50	5,400	5,400
Funds Available	43,590	41,669	48,990	54,390
Expenditures				
Animal shelter supplies	0	0	0	0
Total Expenditures	0	0	0	0
Fund Balance, Ending	\$38,569	\$41,669	\$48,990	\$54,390



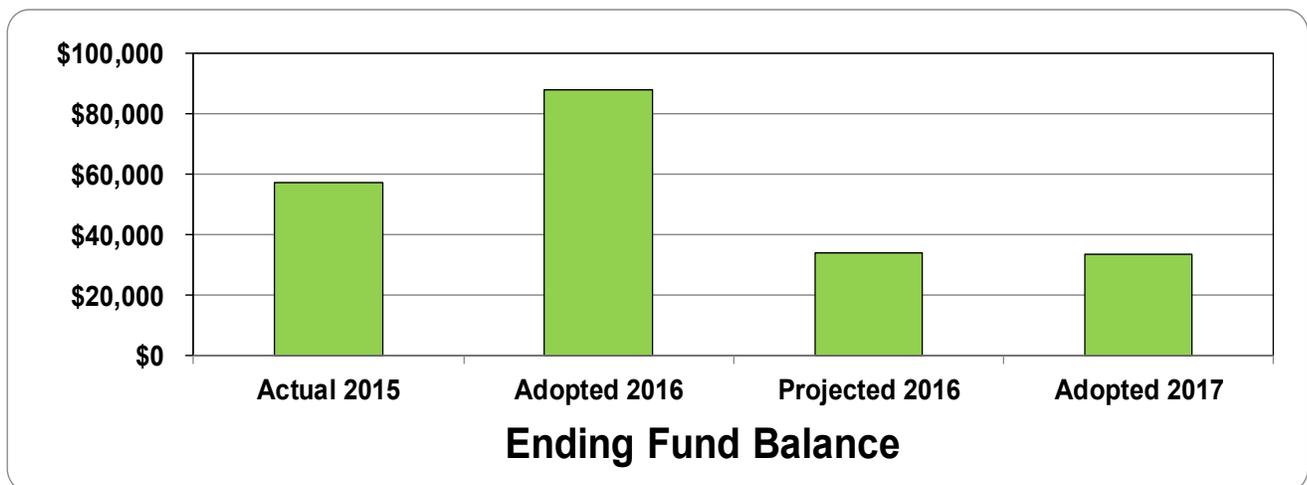
Ending Fund Balance

POLICE DONATION FUND

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

POLICE DONATION FUND BUDGET SUMMARY

FUND 28	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$68,737	\$94,322	\$57,471	\$34,106
Revenues				
Donations	43,038	60,000	40,000	40,000
DARE Contributions	11,885	2,000	21,000	2,000
Interest income	628	300	1,000	1,000
Total Revenues	55,551	62,300	62,000	43,000
Funds Available	124,288	156,622	119,471	77,106
Expenditures				
Operations Expenditures	66,817	68,350	85,365	43,500
Total Expenditures	66,817	68,350	85,365	43,500
Fund Balance, Ending	\$57,471	\$88,272	\$34,106	\$33,606

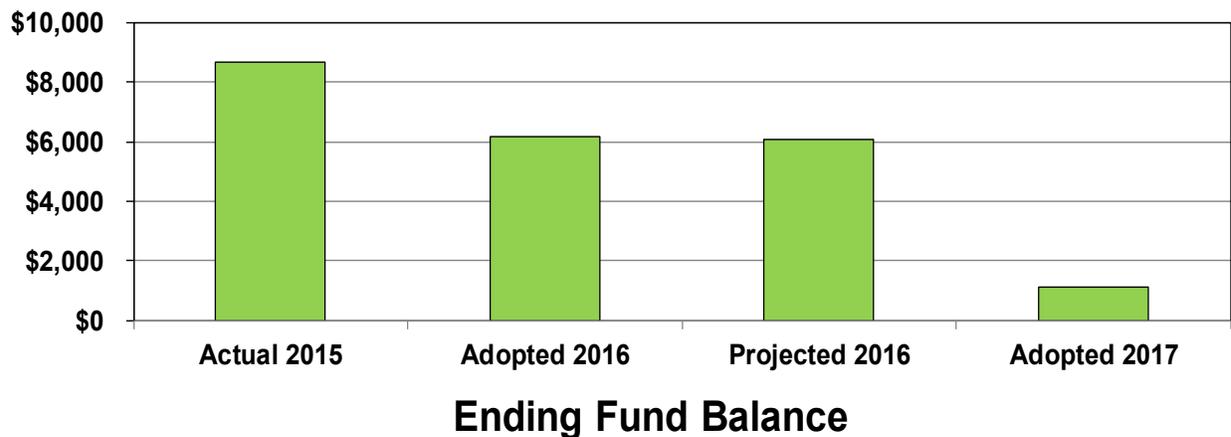


POLICE CART FUND

The Police Child Abduction Response Team (CART) Fund is a special revenue fund used for the multi-jurisdictional effort to properly allocate resources to missing/endangered children cases. Revenues consist mainly of donations from participating agencies of 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.

POLICE CART FUND BUDGET SUMMARY

FUND 29	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$11,150	\$8,650	\$8,654	\$6,080
Revenues				
Contributions from agencies	0	0	0	0
Interest income	4	0	30	30
Total Revenues	4	0	30	30
Funds Available	11,154	8,650	8,684	6,110
Expenditures				
Operations Expenditures	2,500	2,500	2,604	5,000
Total Expenditures	2,500	2,500	2,604	5,000
Fund Balance, Ending	\$8,654	\$6,150	\$6,080	\$1,110





Annual Budget FY2017

CAPITAL PROJECTS FUNDS



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

- ❖ Capital Projects Funds Description
- ❖ Major Capital Projects
- ❖ Fund Summaries
 - Street Reconstruction Fund
 - Capital Projects Fund
 - Capital Replacement Fund
 - Street Assessment Fund
 - Water and Sewer Capital Projects Fund
 - Water and Sewer Impact Fees Fund
 - Drainage Capital Projects Fund

CAPITAL PROJECTS FUNDS DESCRIPTION

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

Criterion for Selection and Budgetary Impact

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

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

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

Sources of Funding

Sources of funding for the capital projects include:

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

Funding for the FY2017 capital projects are mainly from fund balances, transfers, sales tax and bond proceeds.

Capital Projects Funds	Sales Tax	Interest	Transfers	Bond Proceeds	Developers' Contributions	Total
Street Reconstruction	\$2,384,333	\$25,000	\$0	\$2,000,000	\$0	\$4,409,333
Capital Projects	-	15,000	-	1,000,000	-	1,015,000
Capital Replacement	-	200	500,000	-	-	500,200
Street Assessments	-	100	-	-	-	100
Water & Sewer Utility Projects	-	15,000	2,300,000	-	-	2,315,000
Water & Sewer Impact Fees	-	6,000	-	-	14,000	20,000
Drainage Capital Projects	-	5,000	800,000	-	-	805,000
Total Revenues	\$2,384,333	\$66,300	\$3,600,000	\$3,000,000	\$14,000	\$9,064,633
Use of Fund Balances						\$3,136,357
Total Funding						\$12,200,990

Fiscal Year 2017 Capital Plan

The total of the capital projects planned in the Capital Projects Funds for FY2017 is \$12,209,990. The Budget Summary of the Capital Projects Funds is listed below:

Capital Projects Funds	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Street Reconstruction	\$3,388,433	\$6,656,000	\$1,660,954	\$4,718,000
Capital Projects	258,687	3,835,000	3,616,728	1,665,000
Capital Replacement	-	-	-	622,540
Street Assessments	1,200	-	-	-
Water & Sewer Utility Projects	1,343,151	1,985,000	472,761	4,683,000
Water and Sewer Impact Fees	2,285	-	-	-
Drainage Capital Projects	30,847	261,300	264,853	512,450
Total	\$5,024,603	\$12,737,300	\$6,015,296	\$12,200,990

A matrix of the FY2017 expenditures is listed below:

Capital Projects Funds	Vehicles Equipment	Streets	Parks	Water & Sewer	Drainage	Total
Street Reconstruction	\$0	\$4,718,000	\$0	\$0	\$0	\$4,718,000
Capital Projects	-	335,000	1,080,000	-	250,000	1,665,000
Capital Replacement	622,540	-	-	-	-	622,540
Street Assessments	-	-	-	-	-	-
Water & Sewer Utility Projects	-	-	-	4,683,000	-	4,683,000
Water and Sewer Impact Fees	-	-	-	-	-	-
Drainage Capital Projects	-	-	-	-	512,450	512,450
Total Expenditures	\$622,540	\$5,053,000	\$1,080,000	\$4,683,000	\$762,450	\$12,200,990

MAJOR CAPITAL PROJECTS

Economic Development Fund (11)

The Economic Development Corporation finances projects that promote quality of life and economic health of the community. Two important economic development capital projects that are almost near completion are still on the capital projects list. Appropriations for the two capital projects for FY2017 totals \$490,000.

- *NE Loop 820 Expansion.* This project is the expansion of the 820 Loop from 4 lanes of highway to 10 lanes of highway and 6 lanes of frontage road. The project began in 2011 and creates vast opportunities for the City as the frontage on both sides of the Loop. 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. As of October 2016, all roadways are open, the outstanding constructions items are the four monument signs and the final inspection of paving, drainage, water and sanitary sewer.
- *Belknap/Denton Highway Realignment.* The realignment of the intersection at US377/Denton Highway and Belknap Street is a TxDOT project. The project was identified as part of the Revitalization Belknap initiative in 2007. Realignment construction includes new traffic signals, street lights, paving and betterment to existing utilities. The project was substantially complete as of October 2016 except traffic signal timing issues.

Street Reconstruction Fund (31)

Street improvements are funded by sales tax revenues; bond proceeds, and transfers from the Water and Sewer Fund to cover specific costs for utility replacements. Most projects include the replacement of the sanitary sewer, water main, drainage, sidewalks and replacement of the existing asphalt pavement with a concrete pavement. For FY2017, \$4,718,000 are appropriated. Major projects are listed below:

- | | |
|---------------------------------|-----------|
| • Highway 377 & Belknap | \$490,000 |
| • Joy Lee Street | \$975,000 |
| • Montreal Circle | \$503,000 |
| • Quite Zone | \$300,000 |
| • Swan Street | \$785,000 |
| • Union Pacific Railway Upgrade | \$800,000 |
| • Vicki Street | \$150,000 |

Capital Projects Fund (32)

The Capital Projects Fund accounts for projects financed with resources from governmental funds and tax-supported debt. For FY2017 projects, expenditures and transfers totaling \$1,665,000 are approved. Major projects under this fund are 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 by the City.

The first phase (from Haltom City's south city limits north to Thomas Road) has basically been completed. The second phase is the replacement of the Carson Street bridge structure (while leaving the SH 121 bridge structure in place during construction). This project will be City-funded but performed by the Texas Department of Transportation (TxDOT). For FY2016, the City spent over \$3.76 million for the project. For FY2017, another \$250,000 is budgeted.

- *Clay Avenue.* This project includes the replacement of the sanitary sewer main, the installation of drainage infrastructure and the replacement of the existing asphalt pavement section with a heavy-duty concrete pavement section. The cost is estimated at \$900,000. This is a joint project with Mercantile Partners, LP. with each entity (Mercantile Partners and the City of Haltom City) paying for fifty percent (50%) of the project costs. The project was completed in FY2016 at a cost of approximately \$960,000. The City is to pay their 50% share over three (3) years to Mercantile Partners. The City made their first \$160,000 payment in FY2016. For FY2017, a budget of \$160,000 is appropriated for the second payment.
- *Meacham Boulevard.* An engineering firm will be awarded a contract for design in FY2017. Project design cost of \$175,000 is budgeted for FY2017.
- *Haltom Road Park.* This project is modification of the park to include a Veterans Memorial. This project is under design. Project cost of \$700,000 is included in the FY2017 budget.
- *North Park.* This project includes a new restroom, new backstop and fence repairs on the adult softball field, and, as funds allow, repairs to the entrance and road in the park. Project cost of \$300,000 is included in the FY2017 budget.

Capital Replacement Fund (35)

This fund is used for accumulating resources for replacement of vehicles and equipment. Funding is from transfers from other funds. For FY2017, a transfer of \$500,000 from General Fund will be made and appropriations of \$622,540 is also budgeted. Major purchases for FY2017 are as follows:

- Police – 6 vehicles \$330,000
- Fire – 1 vehicle \$55,000
- Street – Dump truck \$128,000
- Street – 1 vehicle \$29,940
- Parks – 2 Movers \$17,550
- Parks – 2 vehicles \$62,000

Water & Sewer Utility Projects Fund (42)

This fund exists to account for water and sewer capital projects. The source of funds is the Water and Sewer Fund and the proceeds of debt backed by the net revenues of the Water and Sewer Fund. City Council awarded a professional services contract to Gary Burton Engineering, Inc. for the design of projects that include replacing several water lines and a sanitary sewer main. Total budget of \$4,683,000 is approved for FY2017. Major projects approved for FY2017 include:

- Big Fossil Creek \$410,000
- Denton Highway Water Project \$1,050,000
- Denton Highway Sewer Project \$1,300,000
- Joy Lee Street \$525,000
- Montreal Circle \$368,000
- Swan Street \$255,000
- Vicki Street \$500,000

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 FY2017 budget includes \$250,000 for replacement of curb and gutter in conjunction with street reconstruction and targeted areas in the City. Another \$250,000 is also budgeted for Little Fossil Creek Project.

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.

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

Future Issues

The City anticipates issuance of new debt when capital projects are identified for funding. 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. For FY2017, \$3 million new general obligation debt will be issued.

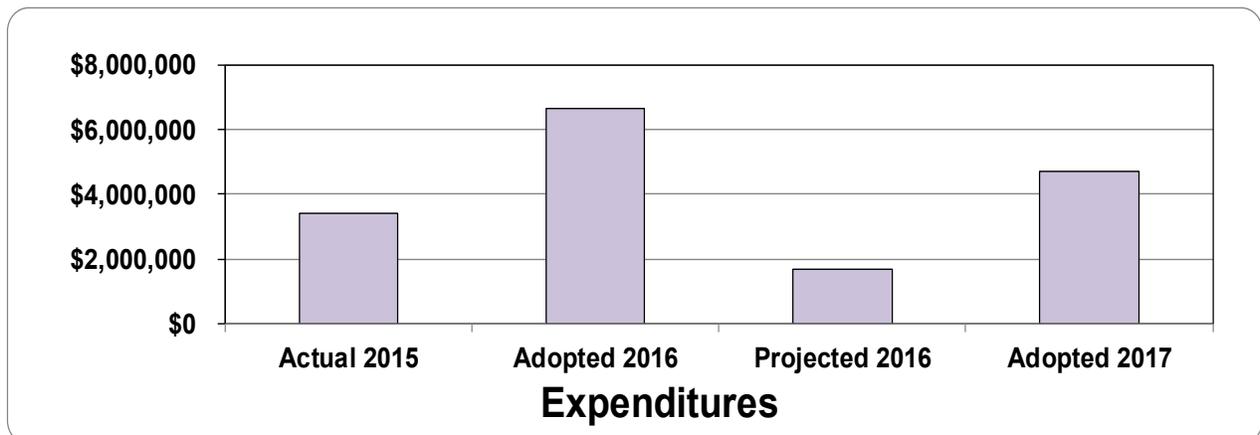
Authorized and unissued debts from the 2010 bond election include \$2,383,000 in Streets and Sidewalks and \$2,800,000 in Parks.

STREET RECONSTRUCTION FUND

The Street Reconstruction fund is to track revenues and expenditures devoted to street repair, mill and overlay and reconstruction projects. The Street Reconstruction Fund receives 3/8 cents allocation of the City's Sales Tax. There is an increase in the allocation from 1/4 cent to 3/8 cent by the voters through the May 2016 election.

STREET RECONSTRUCTION FUND BUDGET SUMMARY

FUND 31	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$6,880,754	\$5,346,519	\$5,338,876	\$5,261,310
Revenues				
Sales Tax	1,526,546	1,558,388	1,558,388	2,384,333
Interest income	22,314	12,000	25,000	25,000
Bond Proceeds	0	0	0	2,000,000
Grant Revenues	297,695	0	0	0
Total Revenues	1,846,555	1,570,388	1,583,388	4,409,333
Funds Available	8,727,309	6,916,907	6,922,264	9,670,643
Expenditures				
Engineering	101,281	173,000	27,038	0
Street Reconstruction Projects	2,148,331	3,100,000	1,293,521	4,278,000
Utility Portion of Capital Projects	93,641	2,097,000	37,581	0
Drainage Portion of Capital Projects	712,399	986,000	2,146	0
Mill & Overlay	326,809	300,000	300,000	400,000
Bond Issuance Cost	0	0	0	40,000
Operating Costs	5,972	0	668	0
Total Expenditures	3,388,433	6,656,000	1,660,954	4,718,000
Fund Balance, Ending	\$5,338,876	\$260,907	\$5,261,310	\$4,952,643

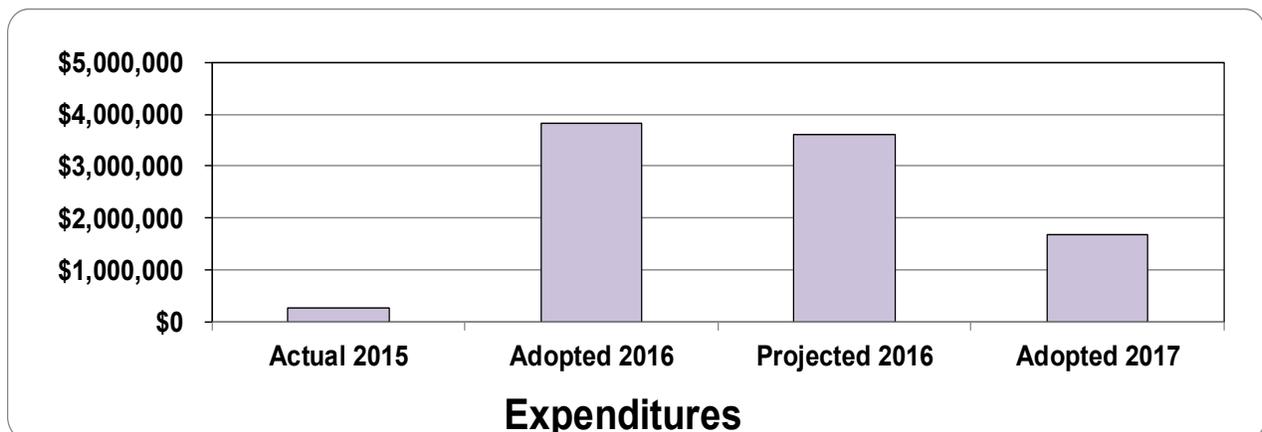


CAPITAL PROJECTS FUND

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

CAPITAL PROJECTS FUND BUDGET SUMMARY

FUND 32	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$4,031,931	\$3,571,296	\$4,320,394	\$1,198,666
Revenues				
Bond Proceeds	365,000	0	0	1,000,000
Interest Income	7,802	1,000	15,000	15,000
Miscellaneous	290,000	0	0	0
Transfer from Economic Development	0	480,000	480,000	0
Total Revenues	662,802	481,000	495,000	1,015,000
Funds Available	4,694,733	4,052,296	4,815,394	2,213,666
Expenditures				
Motor Vehicles	167,856	0	31,728	0
Computer Equipment/Software	51,586	50,000	50,000	0
Capital Projects				
Little Fossil	16,945	3,195,000	3,195,000	250,000
Clay Avenue	0	280,000	280,000	160,000
Meacham Street	0	250,000	0	175,000
Parks	0	60,000	60,000	1,060,000
Bond Issuance Cost	22,300	0	0	20,000
Total Expenditures	258,687	3,835,000	3,616,728	1,665,000
Fund Balance, Ending	\$4,436,046	\$217,296	\$1,198,666	\$548,666

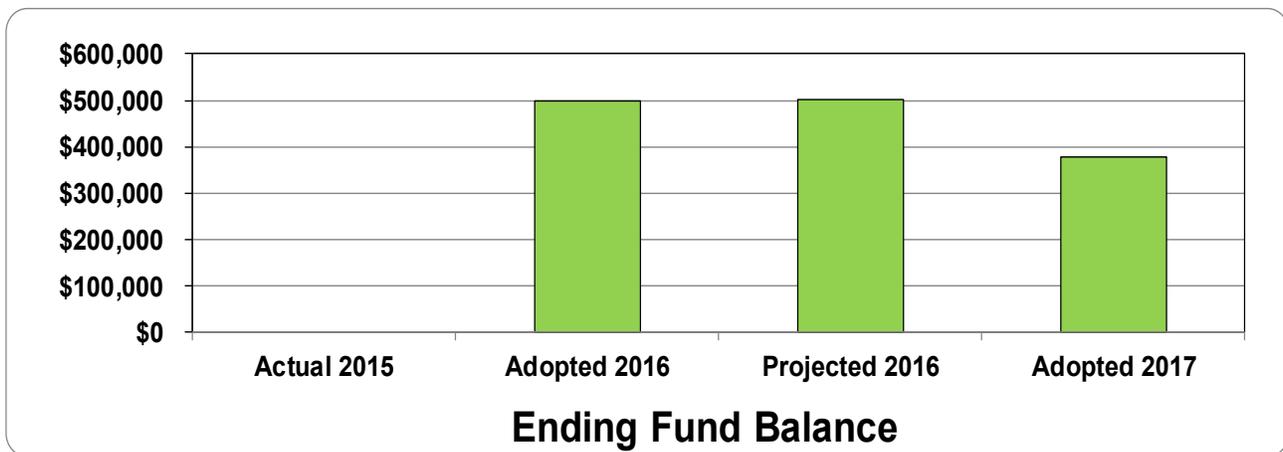


CAPITAL REPLACEMENT FUND

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

CAPITAL REPLACEMENT FUND BUDGET SUMMARY

FUND 35	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$0	\$0	\$0	\$500,300
Revenues				
Interest Income	0	0	300	200
Transfers	0	500,000	500,000	500,000
Total Revenues	0	500,000	500,300	500,200
Funds Available	0	500,000	500,300	1,000,500
Expenditures				
Purchase of Vehicles and Equipment	0	0	0	622,540
Total Expenditures	0	0	0	622,540
Fund Balance, Ending	\$0	\$500,000	\$500,300	\$377,960

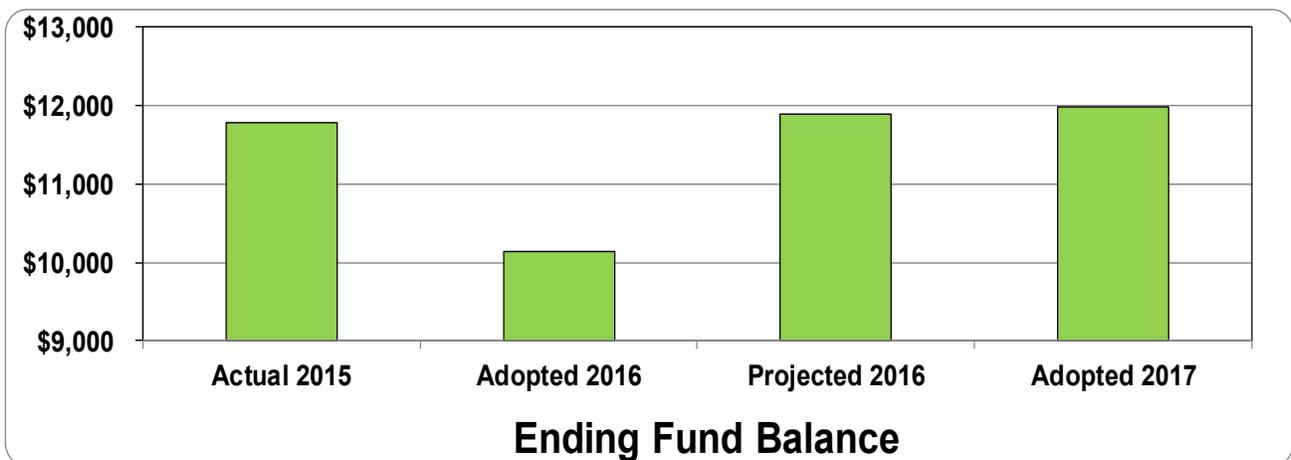


STREET ASSESSMENT FUND

The City ceased assessing for street repairs in 1999. There are unpaid assessments for 25 projects that were completed prior to that time. Revenues from these accounts 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, the amount can be significant. There is no appropriation budgeted for FY2017.

STREET ASSESSMENTS FUND BUDGET SUMMARY

FUND 39	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Fund Balance, Beginning	\$1,360	\$8,132	\$11,792	\$11,892
Revenues				
Assessment Revenue	6,211	1,000	0	0
Street assessment interest	5,381	1,000	0	0
Interest from investments	40	0	100	100
Total Revenues	11,632	2,000	100	100
Funds Available	12,992	10,132	11,892	11,992
Expenditures				
Transfer to General Fund	1,200	0	0	0
Total Expenditures	1,200	0	0	0
Fund Balance, Ending	\$11,792	\$10,132	\$11,892	\$11,992

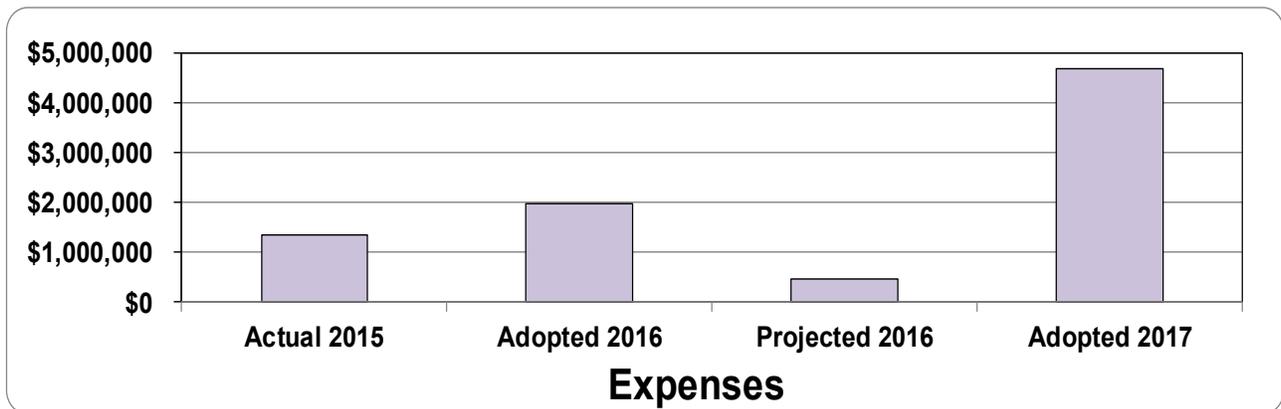


WATER AND SEWER CAPITAL PROJECTS FUND

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

WATER AND SEWER CAPITAL PROJECTS FUND BUDGET SUMMARY

FUND 42	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Cash & Investments, Beginning	\$2,439,368	\$2,593,535	\$2,134,321	\$3,077,560
Revenues				
Interest Income	2,154	1,600	16,000	15,000
Transfer from Water Fund	1,100,000	1,400,000	1,400,000	2,300,000
Total Revenues	1,102,154	1,401,600	1,416,000	2,315,000
Funds Available	3,541,522	3,995,135	3,550,321	5,392,560
Expenses				
Water and Sewer Projects				
Big Fossil Creek	0	300,000	200,000	410,000
Denton Highway Sewer	0	1,000,000	0	1,050,000
Denton Highway Water	0	535,000	0	1,300,000
Joylee	0	0	0	525,000
Meacham	0	0	0	75,000
Minnie	0	0	0	50,000
Montreal	0	0	0	368,000
Springlake	25,520	0	270,761	0
Swan	0	0	0	255,000
Vicki	0	0	0	500,000
Sewer Master Plan	1,243	150,000	2,000	150,000
Transfers to Water & Sewer Fund	1,316,388			
Total Expenses	1,343,151	1,985,000	472,761	4,683,000
Adjustments		(64,051)		
Cash & Investments, Ending	\$2,134,321	\$2,010,135	\$3,077,560	\$709,560

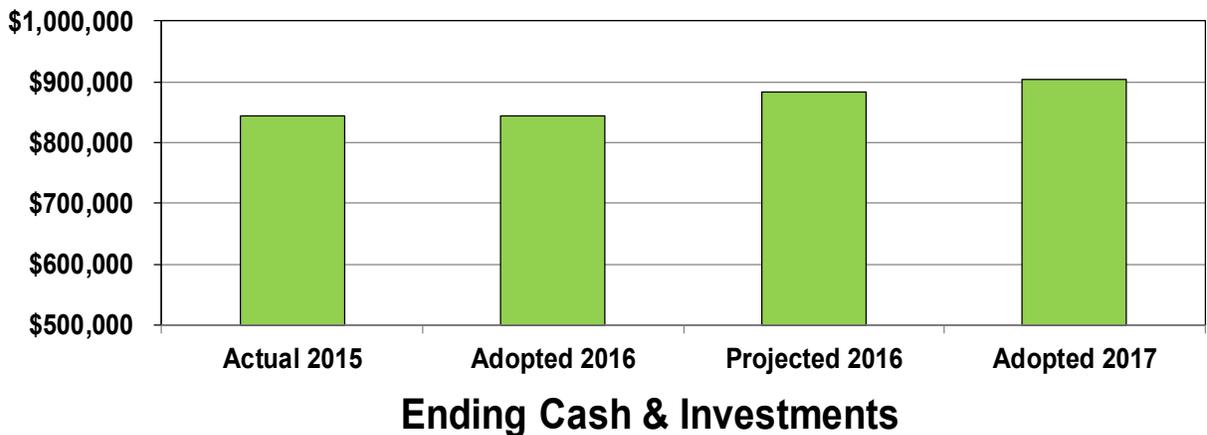


WATER AND SEWER IMPACT FEES FUND

Developers are required to pay a fee for each new residential or commercial construction site. These fees are dedicated to fund improvements that must be made as a result of the additional demand placed on the water and sewer system that is caused by the new development. No expenses were budgeted for FY2017.

WATER AND SEWER IMPACT FEES FUND BUDGET SUMMARY

FUND 44	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Cash & Investments, Beginning	\$754,669	\$830,525	\$843,193	\$883,414
Revenues				
Water Impact Fees	45,483	7,000	17,498	7,000
Sewer Impact Fees	53,313	7,000	16,723	7,000
Interest Income	1,893	0	6,000	6,000
	100,689	14,000	40,221	20,000
Funds Available	855,358	844,525	883,414	903,414
Expenses				
Springlake Sewer Line	2,285	0	0	0
Total Expenses	2,285	0	0	0
Adjustments	(9,880)			
Cash & Investments, Ending	\$843,193	\$844,525	\$883,414	\$903,414

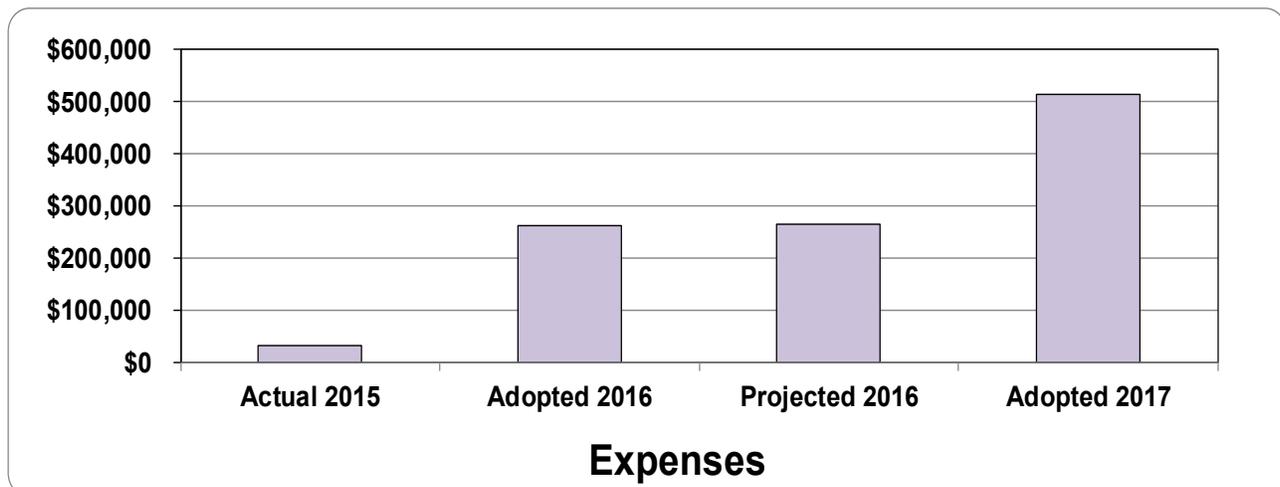


DRAINAGE CAPITAL PROJECTS FUND

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

DRAINAGE CAPITAL PROJECTS FUND BUDGET SUMMARY

FUND 46	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Cash & Investments, Beginning	\$486,689	\$444,192	\$638,586	\$628,733
Revenues				
Interest Income	1,449	500	5,000	5,000
Transfers from Drainage Fund	215,000	250,000	250,000	800,000
Total Revenues	216,449	250,500	255,000	805,000
Funds Available	703,138	694,692	893,586	1,433,733
Expenses				
Contract Services	7,997	11,300	14,853	12,450
Curb and Gutter Maintenance	0	250,000	250,000	250,000
Drainage Improvements	22,850	0	0	250,000
Total Expenses	30,847	261,300	264,853	512,450
Adjustments	(33,704)			
Cash & Investments, Ending	\$638,586	\$433,392	\$628,733	\$921,283





Annual Budget FY2017

PROPRIETARY FUNDS



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

- ❖ Water and Sewer Fund
- ❖ Drainage Fund

WATER AND SEWER FUND

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

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

The ending cash and investment balance is estimated at \$4,994,460 to reach a level of approximately 22% operating expenses. Policy requires a minimum of 20%.

Mission Statement

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

Accomplishments of FY2016

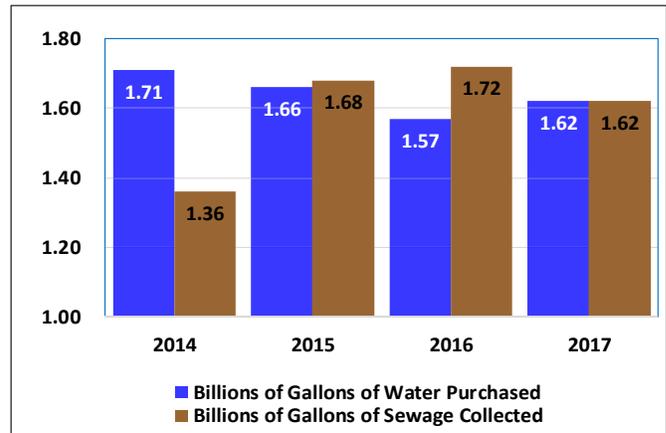
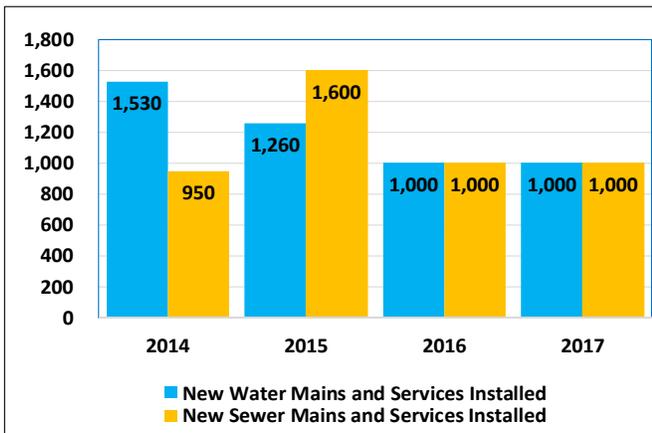
- ✓ Completed new and rehabilitated public and private street, drainage, water and sewer improvements
- ✓ Performed maintenance and painted all fire hydrants in the City
- ✓ Completed analysis of capital assets to accurately map via GPS surveys.
- ✓ Completed evaluation and analysis of construction plans and other infrastructure records for management.
- ✓ Create a valve program to exercise water valves in the water system

Objectives for FY 2017

- Monitor water and sewer system in accordance with Environmental Protection Agency and Texas Commission of Environmental Quality Rules and regulations
- Maintain water supply with minimal interruptions
- Maintain quality of water with minimal testing error
- Maintain water pressure throughout the community
- Perform necessary repairs and maintenance to water and sewer systems, lift stations, fire hydrates, water meters and valves
- Provide for expedient repair to all water main breaks and leaks
- Minimize sanitary sewer overflows through television equipment and sampling
- Continue an environmental complaint response program
- Maintain integrated mosquito control practice
- Provide safety training for employees
- Continue to improve customer service and customer access

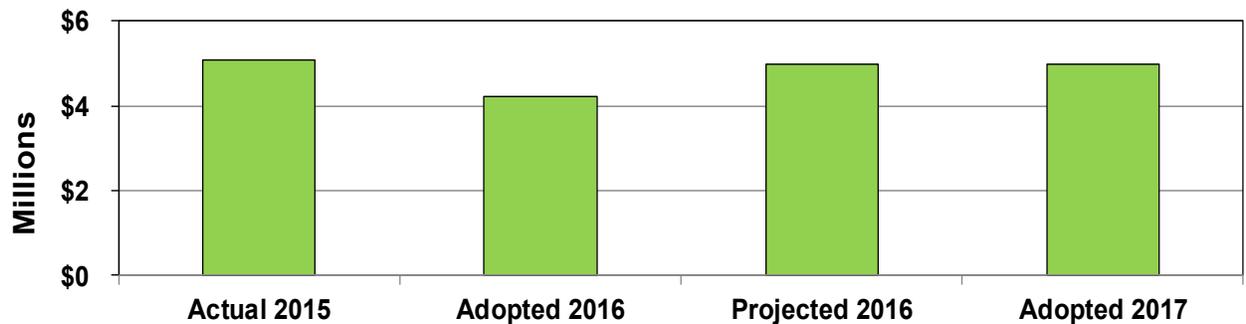
STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Director of Public Works	2601	86	1	1	1	1
Director of Customer Service	1201	77	0	0	1	1
Asst. Director of Public Works/City Engineer	2602	77	1	1	1	1
Water Production and Facilities Manager	2902	70	1	1	1	1
Environmental Specialist	2701	67	1	1	1	1
Engineer	2802	67	1	1	1	1
Engineering Associate	2801	62	1	0	0	0
Utilities Construction Supervisor	2903	62	0.5	0.5	0.5	0.5
Water/Sewer Maintenance Supervisor	2904	62	1	1	1	1
Utility Billing Manager	2301	61	1	1	0	0
Database Administrator	2801	53	0	1	1	1
Utility Billing Supervisor	2302	51	1	1	1	1
Construction Inspector	2803	50	2	2	2	2
Public Works Crewleader	2905	48	4	4	4	4
Senior Equipment Operator*	2906	43	1	1	0	0
Administrative Secretary	2003	41	1	1	1	1
Water Production Operator	2907	41	4	4	4	4
Equipment Operator	2910	40	2	2	2	2
Customer Service Representative	2304	37	4	4	4	4
Public Works Dispatch Clerk	2702	36	1	1	1	1
Public Works Maintenance Worker*	2911	36	15	15	11	11
Water Meter Reader	2305	35	3	3	3	3
Total			46.5	46.5	41.5	41.5

PERFORMANCE MEASURES	ACTUAL FY2014	ACTUAL FY2015	ESTIMATE FY2016	TARGET FY2017
Percent of permitted industries with no wastewater discharge violations	100%	94%	100%	100%
New water mains and services installed	1,530	1,260	1,000	1,000
New sewer mains and services installed	950	1,600	1,000	1,000
Feet of sewer lines cleaned	91,853	250,000	165,102	200,000
Number of water main break repairs performed	54	160	84	125
Number of water meters replaced	976	893	764	1,000
Billions of gallons of water purchased	1.71	1.66	1.57	1.62
Billions of gallons of sewage collected	1.36	1.68	1.72	1.62



**WATER AND SEWER FUND
BUDGET SUMMARY**

FUND 41	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Cash & Investments, Beginning	\$5,458,288	\$4,377,352	\$5,076,914	\$4,974,016
Revenues:				
Water Sales Revenue	9,478,479	9,990,000	9,990,000	10,714,275
Water Service Fees	321,790	320,000	320,000	320,000
Water Connection Fees	16,600	15,000	10,000	10,000
Sewer Service Revenue	4,760,531	6,212,699	6,212,699	6,663,120
Sewer Surcharge Revenue	2,254,069	2,730,837	2,730,837	2,928,823
Sewer Connection Fees	2,700	2,000	2,000	2,000
Lab Service Fees	63,675	50,000	50,000	50,000
Penalty Revenue	346,631	330,000	330,000	330,000
Interest Income	11,047	6,000	40,000	40,000
Miscellaneous	40,135	5,000	23,868	20,000
Drainage Billing Fees	53,540	52,275	52,275	52,275
Total Revenues	17,349,196	19,713,811	19,761,679	21,130,492
Cash & Investments Available	22,807,484	24,091,163	24,838,593	26,104,508
Expenses:				
Public Works Administration	79,830	448,567	406,045	418,312
Engineering	358,941	371,785	371,242	458,093
Environmental Services	89,777	100,464	101,162	160,237
W&S Construction	219,110	372,157	369,195	358,039
W&S Maintenance	938,440	1,362,669	1,200,819	1,303,832
Collection & Distribution	553,237	466,341	513,491	542,555
Purchased Water	3,906,743	5,313,479	5,313,479	5,472,883
Sewer Treatment Fee	1,929,960	1,743,649	1,743,649	1,743,649
Sewer Surcharge Fee	2,269,943	1,914,195	1,914,195	1,914,195
Meter Maintenance	122,367	180,146	146,194	203,877
Utility Billing	434,175	482,281	482,231	593,343
Debt Service	474,990	1,796,602	1,890,527	1,884,980
Non-Departmental	5,230,022	4,732,242	4,832,348	4,996,053
Transfer Out: Fund 01 (PILOT)	511,330	520,000	520,000	460,000
Transfer Out: Debt Service	62,068	60,000	60,000	0
Transfer Out: Water Capital Project Fund	1,100,000	1,400,000	1,400,000	2,300,000
Total Expenses	\$18,280,934	\$21,264,577	\$21,264,577	\$22,810,048
Non-cash adjustments:				
Depreciation/Amortization/Others	\$550,364	\$1,400,000	\$1,400,000	\$1,700,000
Cash & Investments, Ending	\$5,076,914	\$4,226,586	\$4,974,016	\$4,994,460
Change in Cash Inc/(Dec)	(\$381,374)	(\$150,766)	(\$102,898)	\$20,444
Ending Cash & Investments as a % of Total Expenses (City Policy is 20%)	28%	20%	23%	22%



Ending Cash and Investments

DRAINAGE FUND

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

As the City 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.

The ending cash and investment balance is estimated at \$627,411 to reach a level of approximately 25% operating expenses. Policy requires a minimum of 20%. The ending cash and investment balance represents a 46.5% decrease from prior year. This is due to the transfer of resource to capital projects. The ending balance still exceeds the requirement.

Mission Statement

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

Accomplishments of FY2016

- ✓ Moved Forward on the White Branch low water crossing
- ✓ Corrected deficiencies noted in the Texas Department of Transportation's bridge inspection lists
- ✓ Completed Patterson drainage outfall into Little Fossil Creek

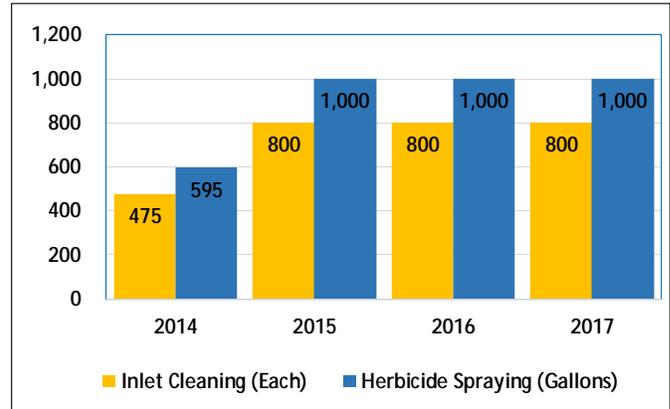
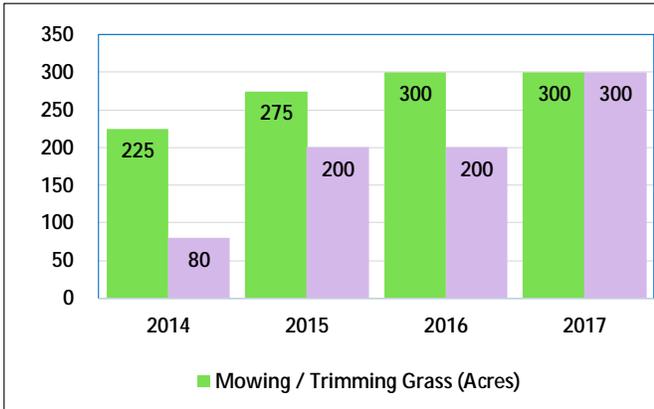
Objectives for FY 2016

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

- Responding to customer requests pertaining to the drainage system
- Larviciding ditches

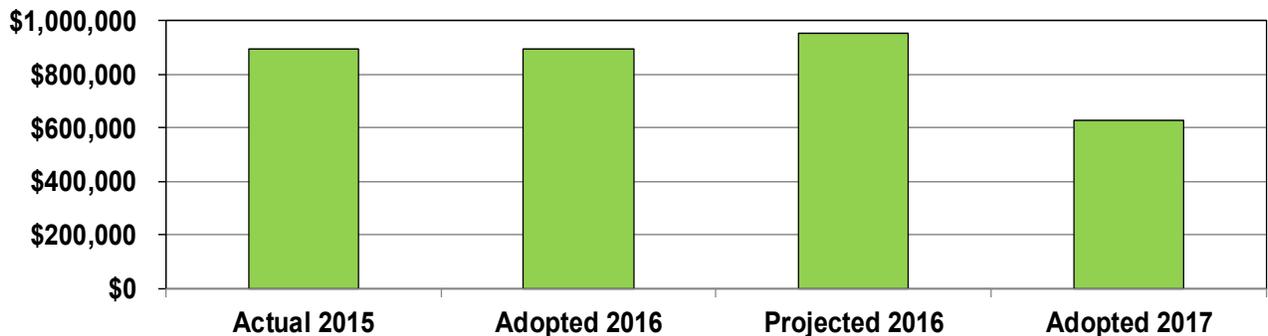
STAFFING	Class	Range	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY 2017
Street Maintenance Supervisor	2901	62	0.5	0.5	0.5	0.5
Utilities Construction Supervisor	2903	62	0.5	0.5	0.5	0.5
Public Works Crewleader	2905	48	1	1	1	1
Senior Equipment Operator	2906	43	2	2	2	2
Public Works Maintenance Worker	2911	36	4	4	3	3
Total			8	8	7	7

PERFORMANCE MEASURES	ACTUAL FY2014	ACTUAL FY2015	ESTIMATE FY2016	TARGET FY2017
Mowing / Trimming Grass (Acres)	225	275	300	300
Erosion repairs with rip rap rock (Tons)	80	200	200	300
Inlet cleaning (Each)	475	800	800	800
Herbicide spraying (Gallons)	595	1,000	1,000	1,000
Graffiti cover-up (Gallons)	22	50	60	50
Bridge inspections and debris removal (Each)	14	14	14	14



**DRAINAGE FUND
BUDGET SUMMARY**

FUND 45	Actual FY2015	Adopted FY2016	Projected FY 2016	Adopted FY2017
Cash & Investments, Beginning	\$578,258	\$848,045	\$896,226	\$951,612
Revenues				
Drainage Fee Revenues	1,570,380	1,600,000	1,600,000	1,760,000
Penalty Revenues	73,695	55,000	55,000	55,000
Interest Income	3,922	1,500	8,000	8,000
Miscellaneous	22,850	0	0	0
Total Revenues	1,670,847	1,656,500	1,663,000	1,823,000
Cash & Investments Available	2,249,105	2,504,545	2,559,226	2,774,612
Expenses				
Drainage Maintenance	302,513	538,378	541,722	528,401
Debt Service	276,611	279,250	279,250	283,532
Non Departmental	610,186	707,711	704,367	702,993
Billing Fee to Water Fund	52,275	52,275	52,275	52,275
Transfer to General Fund	111,260	120,000	120,000	120,000
Transfer to Drainage Capital Project Fund	215,000	250,000	250,000	800,000
Total Expenses	\$1,567,845	\$1,947,614	\$1,947,614	\$2,487,201
Non-cash adjustments:				
Depreciation/Amortization/Other	\$214,966	\$340,000	\$340,000	\$340,000
Cash & Investments, Ending	\$896,226	\$896,931	\$951,612	\$627,411
Increase in Cash & Investments	\$317,968	\$48,886	\$55,386	(\$324,201)
Ending Cash & Investments as a % of Total Expenses (City Policy is 20%)	57%	46%	49%	25%



SUPPLEMENTAL INFORMATION



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

- ❖ Financial Management Policies
- ❖ Fund Structure
- ❖ Accounting System and Budget Control
- ❖ Budget Process and Long-Term Financial Plans
- ❖ Authorized Positions
- ❖ Organizational Charts - Departments / Divisions
- ❖ Community Profile
- ❖ Historical Overview
- ❖ Current Boards and Commissions
- ❖ Past Mayors
- ❖ Acronyms and Abbreviations
- ❖ Glossary of Key Budget Terms

CITY OF HALTOM CITY

FINANCIAL MANAGEMENT POLICIES

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

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

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

Revenue Objectives

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

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

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

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

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

Expenditure Objectives

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

Budget Amendments. Modifications to the approved annual budget may be made within the following specific guidelines. Modifications within the operating categories (supplies, maintenance, services, and sundry) may be made with Finance Director approval. Modifications within the personnel and capital categories may be made with the approval of the City Manager. Modifications to reserve categories, inter-fund totals, or overall budget increases shall be done

only with City Council consent, after a public hearing held in accordance with the City Charter and applicable State law.

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

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

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

Budget Concepts

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

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

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

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

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

The City will pay for all current expenditures with current revenues. The City will avoid budgetary

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

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

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

Budget Assumptions and Short-Term Policies

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

- *Modest property value growth.* This is reflected in the average growth in assessed property values according to the appraised value by Tarrant County Appraisal District. There has been little population growth in the City since 2000 and new home development has been modest at best.
- *Sales Tax.* It can be expected that sales tax collections will be moderate to above average for the next year and return to historical growth rates thereafter.
- *Utilities.* Growth in revenues from utility operations will come primarily from increased rates. Expense growth must be restrained as the City seeks to maintain a competitive position in Northeast Tarrant County. Cost increases from Fort Worth Water will continue to be passed directly through to the customers. An increase of 7.25% in rate is budgeted for FY2017.
- *Realistic projections of revenues and expenditures.* Conservative projections help ensure that adequate resources will always be available to meet budgeted obligations. Projections are based upon the last five years of actual history adjusted for known current events and statutory changes.
- *Annual Review of all significant fees.* Fees are reviewed annually and adjusted as needed. Frequent but moderate increases are preferable to infrequent but large rate increases.
- *Maintain or enhance target fund balances.* This strategy is essential to the preservation of financial integrity. The funds targeted for protection are the General Fund and the Water and Sewer Fund. The General Fund target balance will be lower than the reserve requirement due to projected revenues lower than expenditures. This will be a temporary situation for FY2017. The Water and Sewer Fund reserve is at 22% and above the required level of 20%. Revenues and expenses will be monitored to ensure the reserve will not deteriorate.
- *Salary Adjustments.* Salary adjustment with step increase for sworn officers and an increase of 2% for other full time eligible employees is budgeted for FY2017.

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. As well as those operating and maintenance costs which have been included in the operating budget.

Debt Management

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

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

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

Continuing Disclosure. Full disclosure of operations and open lines of communication shall be made to rating agencies. The City staff, with the assistance of bond advisors, shall prepare the necessary materials and presentation to the rating agencies. Inter-period reporting of material events to rating agencies and other oversight agencies is required as events occur.

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

Cash and Investment Management Concepts

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

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

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

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

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

Performance Measurement

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

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

Conformity

The City has received the GFOA Certificate of Achievement for the fiscal year years ending 1987 through 2016. The budgets prepared for submission has been recognized with the GFOA Distinguished Budget Award annually since 1989 with exception of one year. The City intends to continue to participate successfully in the award program.

CITY OF HALTOM CITY FUND STRUCTURE

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

GOVERNMENTAL FUND TYPES:

General Fund

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

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

Debt Service Fund

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

Special Revenue Funds

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

- Economic Development Fund, administered by City Manager's Office
- Crime Control and Prevention District, administered by Police Department.
- Oil and Gas Fund, administered by Finance Department.
- Hotel/Motel Tax Fund, administered by City Manager's Office.
- Court Security Fund, administered by Finance Department and Municipal Court.
- Court Technology Fund, administered by Finance Department and Municipal Court.
- Juvenile Case Manager Fund, administered by Finance Department and Municipal Court.
- Red Light Camera Fund, administered by Police Department.
- Grant Fund administered by Finance Department and grantor departments.
- PEG Fund administered by Finance Department and Information Technology

Department.

- Fire Donation Fund, administered by Fire Department.
- Library Donation Fund, administered by Library.
- Police Forfeiture Fund, administered by Police Department.
- Park Donation Fund, administered by Parks and Recreation Department.
- Park Dedication Fund, administered by Parks and Recreation Department.
- Safe Pathways Fund, administered by Public Works.
- Animal Shelter Fund, administered by Police Department.
- Police Donation Fund, administered by Police Department.
- Police CART Fund, administered by Police Department.

Capital Projects Funds

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

PROPRIETARY FUND TYPES:

Enterprise / Business-Type Funds

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

RELATIONSHIP BETWEEN THE CITY'S BUDGETING UNITS AND FUND STRUCTURE FOR FINANCIAL REPORTING:

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

CITY OF HALTOM CITY ACCOUNTING SYSTEM AND BUDGETARY CONTROL

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

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

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

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

BASIS OF BUDGETING

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

CITY OF HALTOM CITY BUDGET PROCESS AND LONG-TERM FINANCIAL PLANS

Overview

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

Preparation of the Operating Budget

In 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 August and September. If the city council fails to adopt a budget in final form before the first day of the fiscal year, the city charter requires that the budget proposed by the City Manager shall be deemed to have been adopted.

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

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 \$120,000 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, Vicki Street project are included in the overall FY2017 budget. Approximately \$250,000 additional projects are included in the City's annual budget.

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. For the FY2017 budget, over \$1 million was budgeted for Haltom Road Park and North Parks.

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. Major street projects for FY2017 include Highway 377 & Belknap, Joy Lee, Montreal, Oakwood, Quite Zone, Swan, Union Pacific Railway Upgrade and Vicki.

Comprehensive Land Use Plan (CLUP) – A high Council priority was the update of the CLUP in 2009. 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 – Multi-year 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				
	Budgeted 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021
REVENUES					
Property Taxes	\$8,522,585	\$8,778,263	\$9,041,610	\$9,493,691	\$9,968,375
Sales & Other Taxes	8,756,554	8,931,685	9,199,636	9,383,628	9,571,301
Franchise Fees	4,040,000	4,120,800	4,203,216	4,287,280	4,373,026
Licenses & Permits	359,285	366,471	373,800	381,276	388,902
Charges For Services	1,833,243	1,869,908	1,888,607	1,907,493	1,926,568
Fines and Fees	1,673,450	1,706,919	1,741,057	1,775,879	1,811,396
Other Revenues	264,260	272,188	280,353	288,764	297,427
Transfers	1,368,200	1,395,564	1,423,475	1,451,945	1,480,984
Total Revenues	\$26,817,577	\$27,441,797	\$28,151,755	\$28,969,956	\$29,817,979
Percent increase/(decrease) from previous year	12.84%	2.3%	2.6%	2.9%	2.9%
EXPENDITURES					
	\$26,957,060	\$27,226,631	\$27,771,163	\$28,604,298	\$29,462,427
Percent increase/(decrease) from previous year	2.73%	1.0%	2.0%	3.0%	3.0%
Revenues Over/(Under) Expenditures	(139,483)	215,166	380,592	365,658	355,552
ENDING FUND BALANCE					
	\$5,265,660	\$5,480,826	\$5,861,418	\$6,227,076	\$6,582,628
Fund Balance Target (20% Expenditures)	\$5,391,412	\$5,445,326	\$5,554,233	\$5,720,860	\$5,892,485
Percent of current year Expenditures	18%	20%	21%	22%	22%

The projection assumes no increase in the overall tax rate as shown below:

Projected Property Tax Rate
Fiscal Years 2017-2021
(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 five fiscal years:

	Fiscal Year Ending September 30				
	Budgeted 2017	Projected 2018	Projected 2019	Projected 2020	Projected 2021
Water					
Base Charge	\$14.70	\$14.99	\$15.29	\$15.60	\$15.91
Volume Charge (per 1,000 gallons)	6.85	6.99	7.13	7.27	7.41
Sewer					
Base Charge	10.00	10.30	10.61	10.93	11.26
Volume Charge (per 1,000 gallons)	4.70	4.84	4.99	5.14	5.29

Rates supporting the Drainage Utility for Fiscal Year 2017 is at \$6.81 per residential unit and \$56.63 per acre for commercial properties. The rates will not be adjusted until a new study is performed.

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.

Budget Adoption

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

Budget Transfers and Amendments

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

CITY OF HALTOM CITY AUTHORIZED POSITIONS

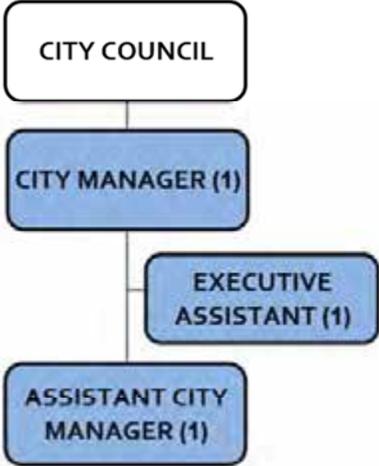
GENERAL FUND	Fiscal Year				Difference 2016 to 2017
	2014	2015	2016	2017	
City Manager's Office	3.0	3.0	3.0	3.0	0.0
City Secretary	2.0	2.0	2.0	2.0	0.0
City Council	0.0	0.0	0.0	0.0	0.0
Finance	7.0	7.0	6.0	6.0	0.0
Human Resources	3.0	3.0	4.0	4.0	0.0
Planning	8.0	7.0	6.0	6.0	0.0
Information Technology	5.0	5.0	5.0	5.0	0.0
Fleet Services	6.0	6.0	5.0	5.0	0.0
Building Maintenance	1.0	1.0	2.0	2.0	0.0
Police	79.0	82.0	84.0	87.0	3.0
Fire	54.0	55.0	53.0	54.0	1.0
Municipal Court	9.0	9.0	8.0	8.0	0.0
Street & Drainage	11.5	11.5	11.5	11.5	0.0
Parks & Recreation	13.0	13.0	13.0	14.0	1.0
Library	13.0	13.0	13.0	13.0	0.0
Total General Fund	214.5	217.5	215.5	220.5	5.0
OTHER FUNDS					
Park Performance Fund	1.0	1.0	0.0	0.0	0.0
Economic Development	7.0	7.0	6.0	6.0	0.0
Crime Control & Prevention District	4.0	4.0	5.0	5.0	0.0
Water and Sewer	46.5	46.5	41.5	41.5	0.0
Drainage	8.0	8.0	7.0	7.0	0.0
Total Other Funds	66.5	66.5	59.5	59.5	0.0
TOTAL ALL FUNDS	281.0	284.0	275.0	280.0	5.0

AUTHORIZED POSITION CHANGES

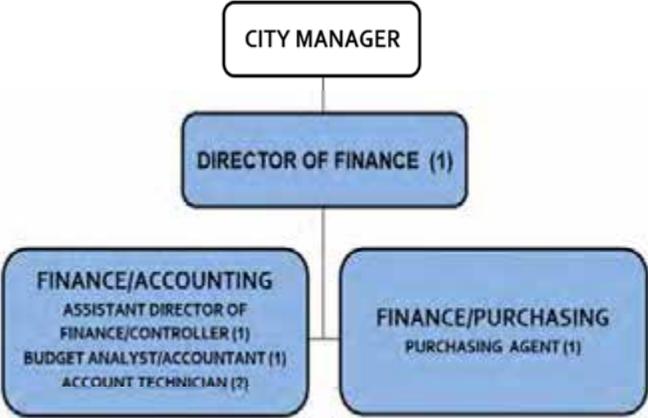
GENERAL FUND	Added Position	Total
Police	Public Safety Project Manager	1
Police	2 Code Enforcement Officer	2
Fire	Fire Battalion Chief	1
Parks & Recreation	Parks & Recreation Director	1
TOTAL		5

ORGANIZATION CHARTS - DEPARTMENTS / DIVISIONS

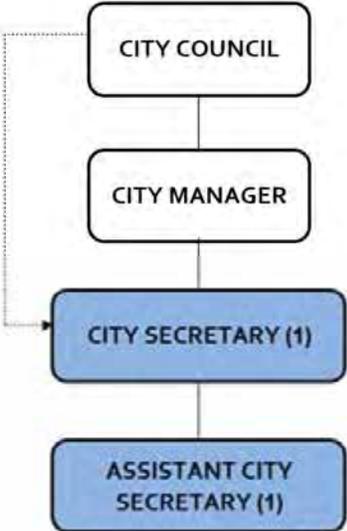
City Manager's Office



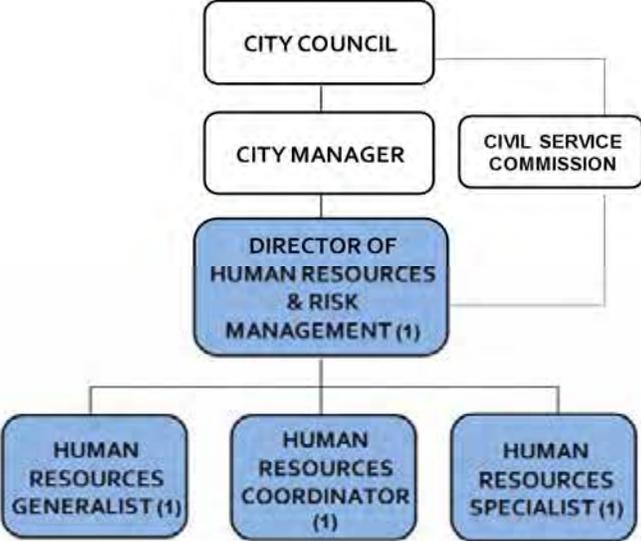
Finance



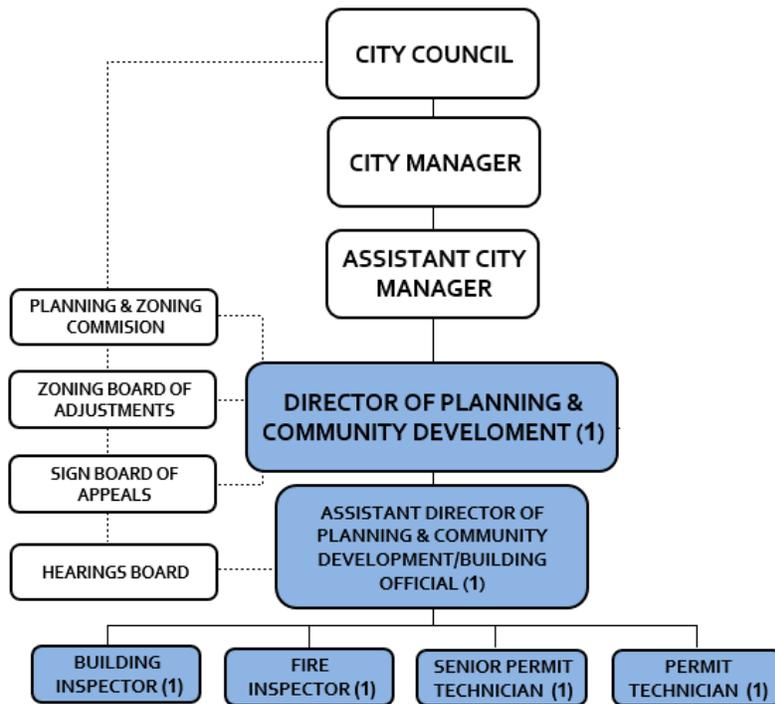
City Secretary



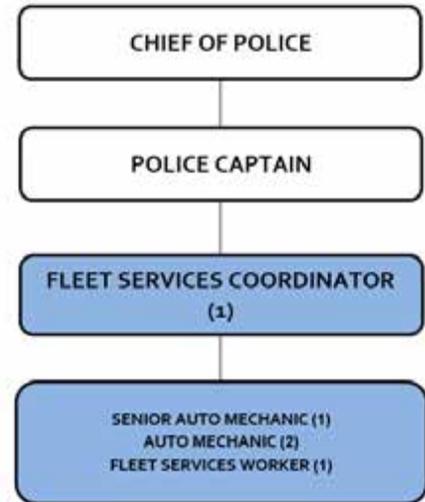
Human Resources



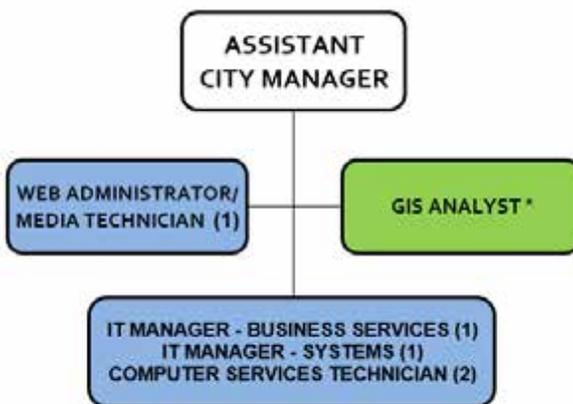
Planning & Inspections



Fleet Services

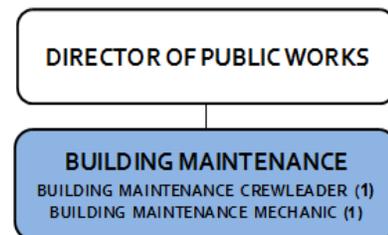


Information Technology

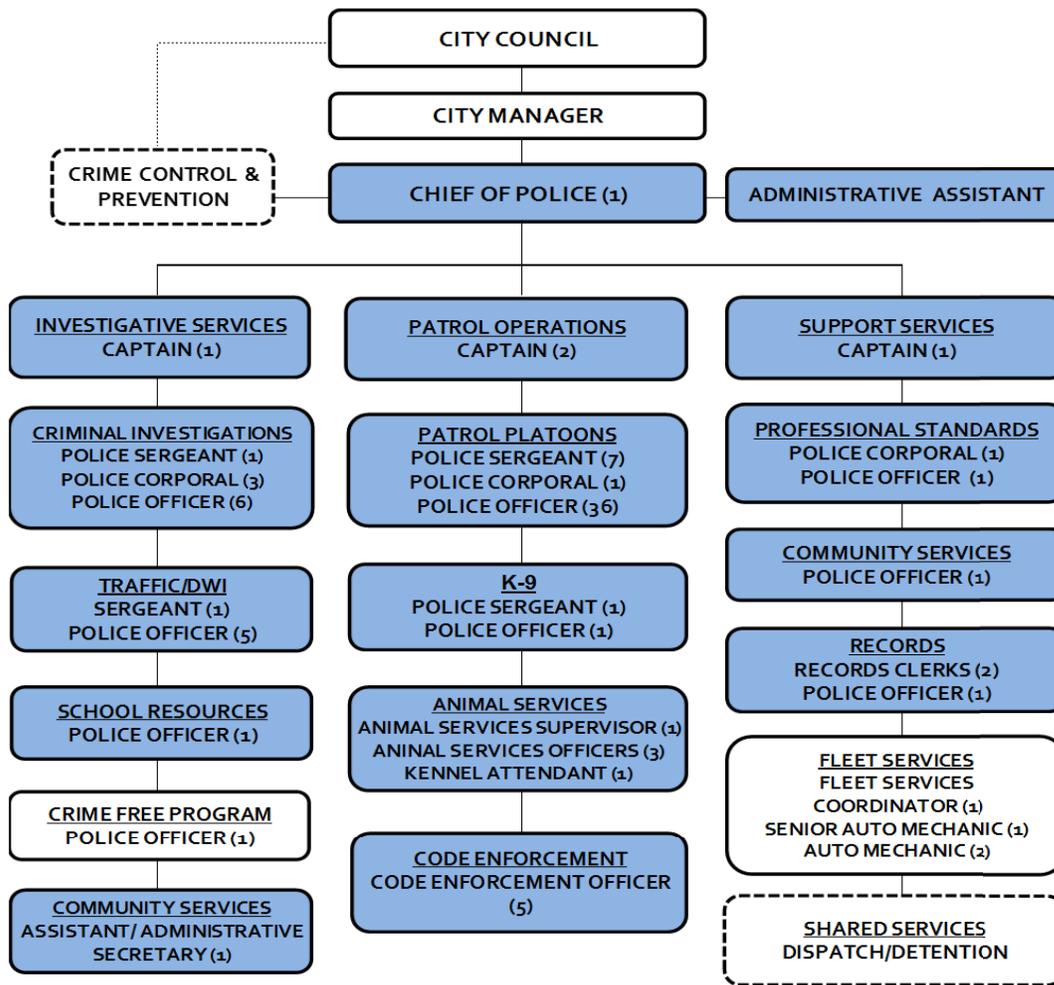


* Funding from Economic Development Fund

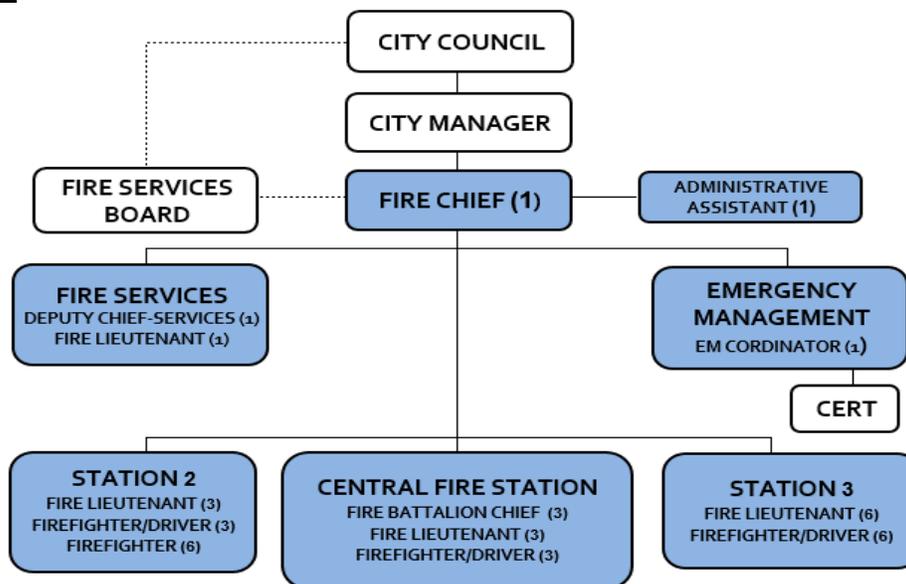
Building Maintenance



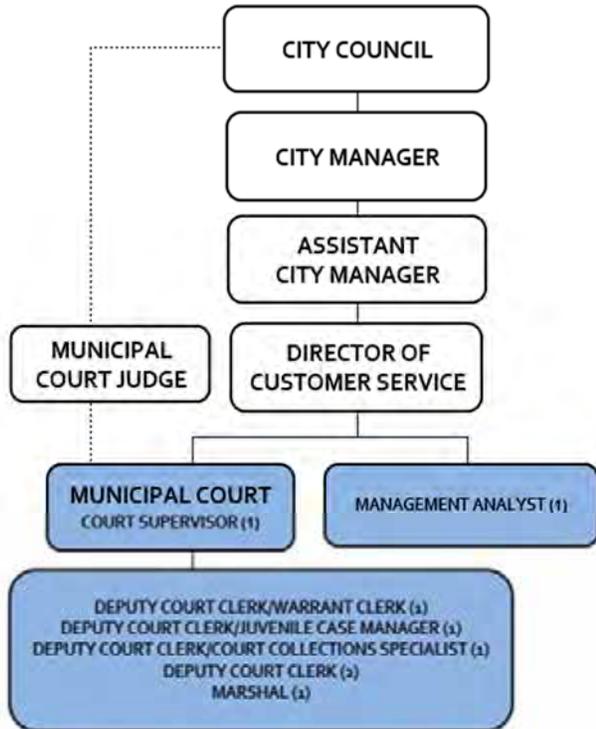
Police



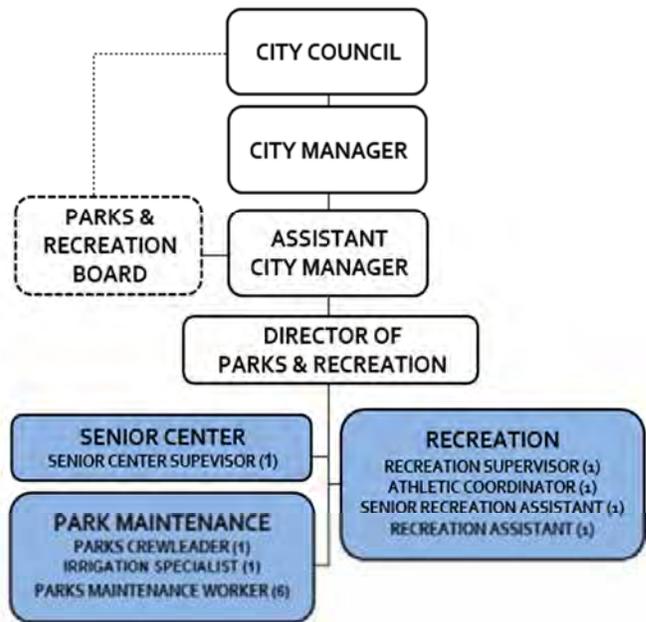
Fire



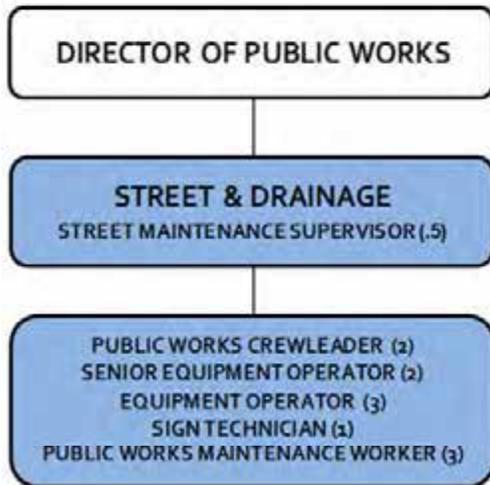
Municipal Court



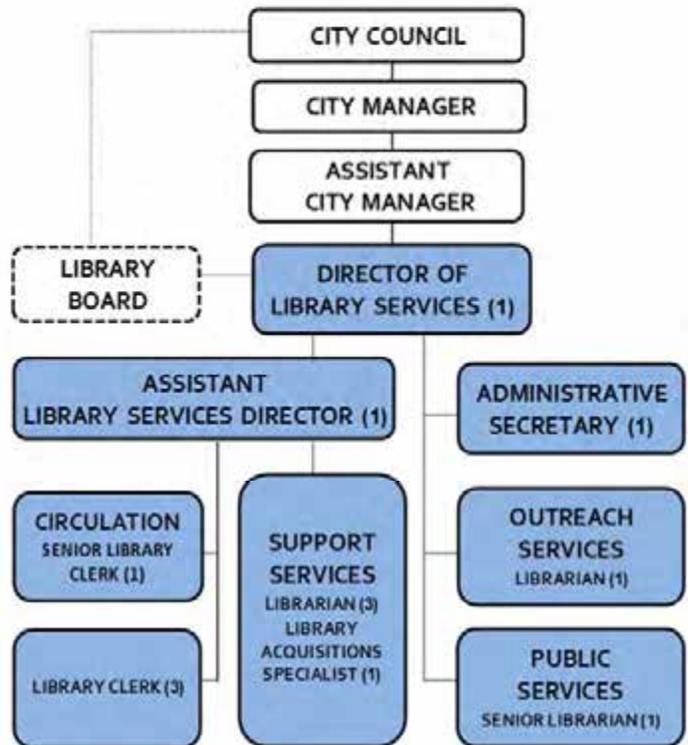
Parks and Recreation



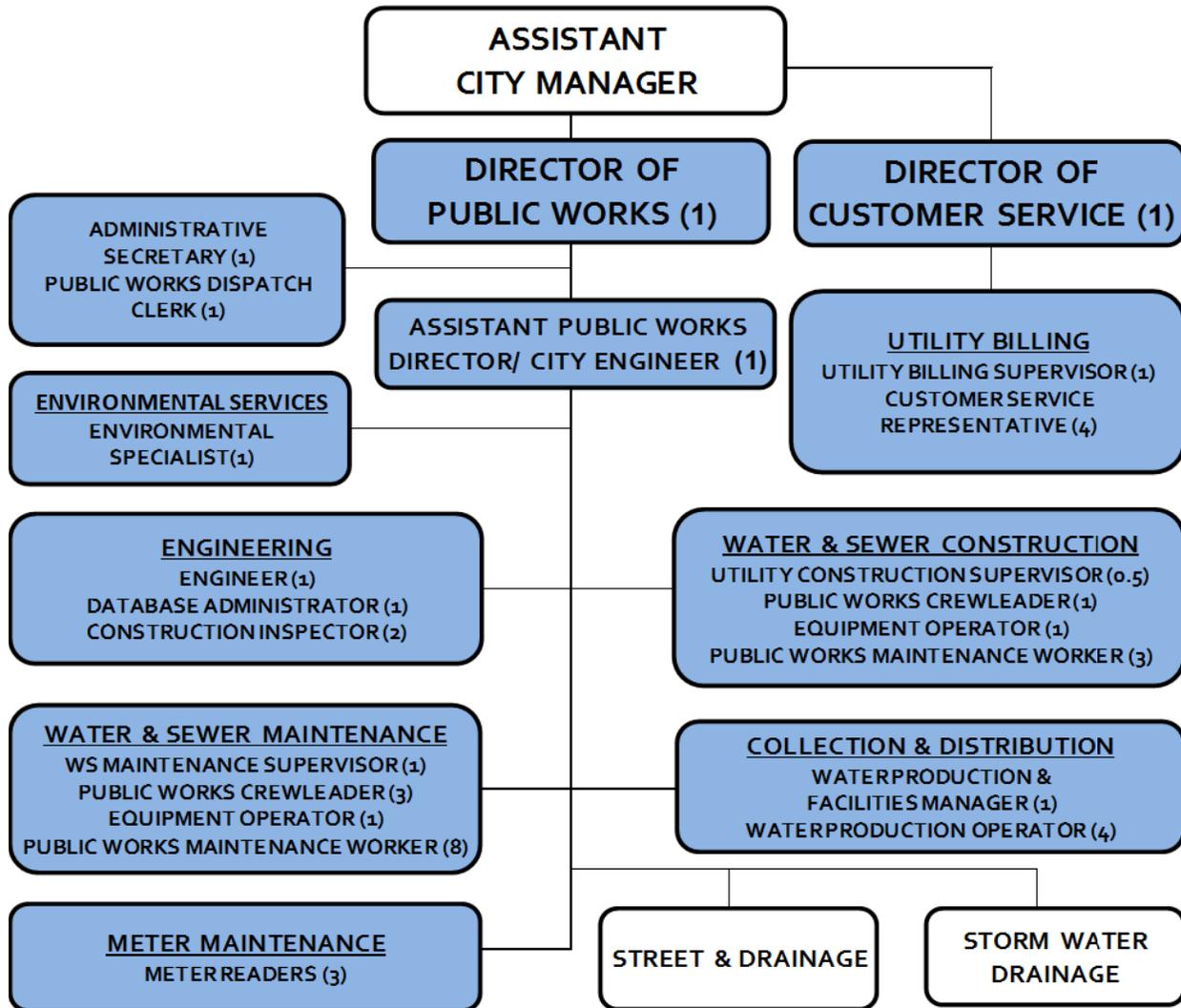
Street and Drainage



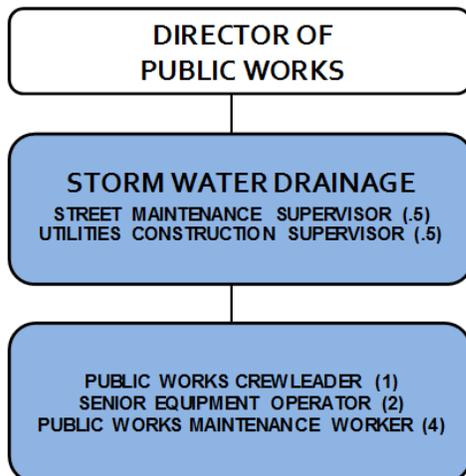
Library



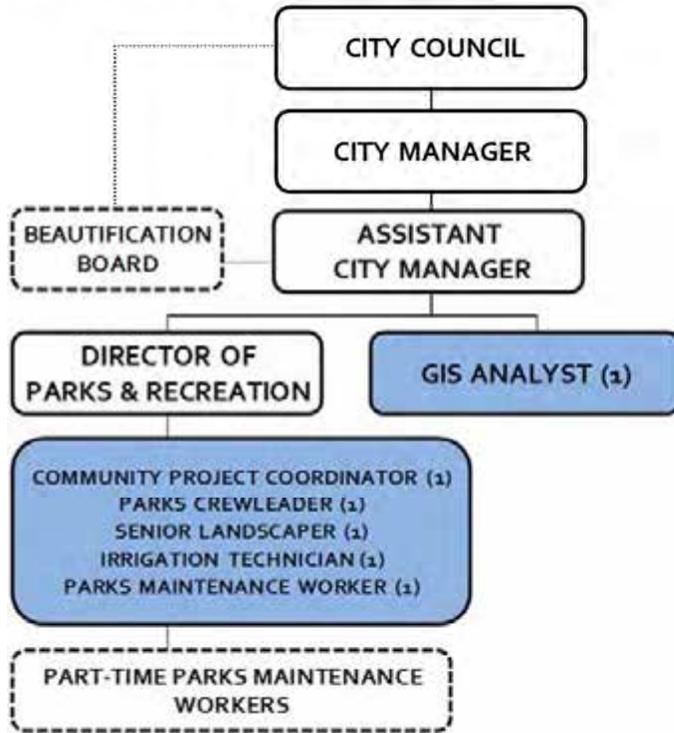
Water and Sewer Fund



Drainage Fund



Economic Development Fund



Crime Control & Prevention District Fund



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

Demographics:

Population	44,206
Median age	33.5
Median household income	\$43,792
Median home value	\$103,543
Number of housing units	16,626
Homeownership rate	55.9%
Housing units in multi-unit structures	32.4%
Composition of population:	
White	44.6%
Hispanic	38.9%
Asian	8.1%
Black or African American	4.2%
Two or more races	3.1%
American Indian	0.9%
Some other race	0.2%

Unemployment Rates:

Haltom City	3.9%
Texas	4.9%
National	5.0%

Property Value for 2016:

Real Property	\$2,333,802,716
Personal Property	<u>\$ 355,199,632</u>
Total 2016 Appraised Value:	<u>\$2,333,802,716</u>

Tax Rate per \$100 Valuation:

Haltom City	\$0.699990
Birdville Independent School District	\$1.453900
Tarrant County	\$0.254000
Tarrant County Hospital District	\$0.227897
Tarrant County College District	<u>\$0.144730</u>
Total Tax Rate per \$100 Valuation:	<u>\$2.780517</u>

Fire Protection:

Number of stations	3
Number of Fire Administrative Personnel	5
Number of firefighters and ranked officers	49
Number of fire hydrants	1,662

Police Protection:

Number of stations	1
Number of Police Administrative Personnel	5
Number of police officers	76
Number of patrol units on duty at any one time	5

Municipal Water and Sewer:

Average daily water consumption	4.50 million gallons/day
Miles of water mains	307 miles
Number of water connections	13,887
Sanitary sewers	142 miles
Storm sewers	308 miles
Number of sewer connections	13,426

Building permits issued (FY2015-2016)

Residential	405
Residential Value	\$3,873,493
Commercial	260
Commercial Value	\$44,044,178
Residential/New Single Family	11
Residential/New Single Family Value	\$1,349,556
Commercial/New Buildings	16
Commercial/New Buildings Value	\$22,567,845

Culture and Recreation:

Number of parks	11
Acres of park land	218
Number of picnic areas	9
Number of libraries	1
Number of volumes	140,024
Average monthly circulation	25,790

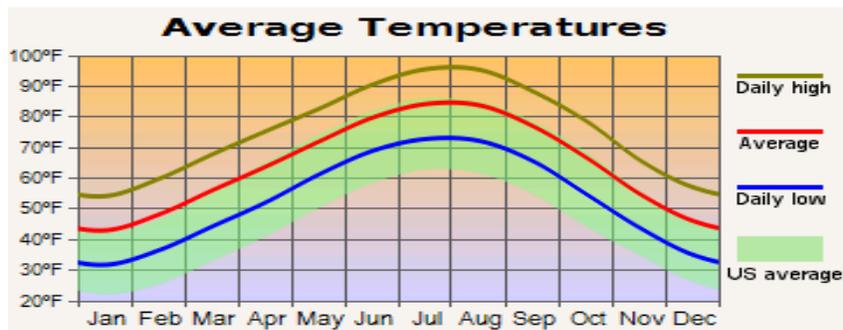
Employees: (Staffing as of October 1, 2016)

Appointed	18
Civil Service/Sworn	125
General Government Employees	137

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)
- Baylor Scott & White Health in Fort Worth (about 7 miles)
- Texas Health Harris Methodist Hospital Fort Worth (about 7 miles)
- Cook Children’s Medical Center in Fort Worth (about 8 miles)

Airports certified for carrier operations nearest to Haltom City:

- Fort Worth Meacham International (about 6 miles)
- Fort Worth NAS JRB/Carswell Field (about 12 miles)
- Fort Worth Alliance (about 12 miles)
- Fort Worth Spinks Airport (about 20 miles)

Other public-use airports nearest to Haltom City:

- Saginaw (about 7 miles)
- Hicks Field (about 12 miles)
- Sycamore Strip (about 15 miles)
- Dallas/Fort Worth International Airport (about 17 miles)

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

- ATI Career Training Center (about 2 miles)
- Texas Christian University (about 9 miles)
- Southwestern Baptist Theological Seminary (about 11 miles)
- Tarrant County College (about 6 miles)
- Texas Wesleyan University (about 7 miles)
- The University of Texas at Arlington (about 11 miles)
- North Lake College (about 21 miles)
- University of Dallas (about 22 miles)
- University of North Texas (about 33 miles)

Major Employers:

Name	Industry	Number of Employees
Birdville ISD	Education	2,984
Hillshire Brands/Tyson	Food Products	735
City of Haltom City	Municipal Government	280
Medtronic Midas Rex	Mfr. of Medical Devices	270
GST Manufacturing	Metal Fabrication	260
Liberty Carton	Manufacturing	175
Lewis & Lambert Metal	Manufacturing	150
Nurse Assist	Manufacturing	126
Falcon Steel Company	Steel Fabrication	121
Blackmon Mooring	Restoration	120
Unifirst	Uniforms and Workwear	120
Mica Corporation	Manufacturing	100

Major Roads and Thoroughfares:



CITY OF 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 (Hillshire Brands) plant responsible for the State Fair Corndogs and Medtronic, 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.

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-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 Board Meeting Room at 6 p.m.

PARK AND RECREATIONAL BOARD

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

PLANNING AND ZONING COMMISSION

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

SIGN BOARD OF APPEALS

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

ZONING BOARD OF ADJUSTMENT

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

**CITY OF HALTOM CITY
PAST MAYORS**

Leon Rhineheart
1945 - 1947

J.C. Gunter
1947 - 1953
1957 - 1963

Virgil Goodman
1953 - 1955

Robert R. Black
1955 - 1957

Marvin L. Ward
1963 - 1965

Virgil M. Daniels
1965 - 1971

Johnnie B. Lee
1971 - 1984

Jack O. Lewis
1984 - 1991

Charles Womack
1991 - 1993

Trae Fowler
1993 - 1995

Gary Larson
1995 - 1999

Nancy Watkins
1999 - 2001

Calvin White
2001 - 2006

Bill Landford
2006 - 2011

Richard Hutchison
2011 - 2015

CITY OF HALTOM CITY ACRONYMS AND ABBREVIATIONS

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

BISD – Birdville Independent School District
B.O.D. – Biological Oxygen Demand
CAD/RMS – Computer Aided Dispatch / Record Management System
CAFR – Comprehensive Annual Financial Report
CART – Child Abduction Response Team
CCPD – Crime Control & Prevention District.
CDBG – Community Development Block Grant
CD-ROM – Compact Disc - Read Only Memory
CIP – Capital Improvement Plan
CLUP – Comprehensive Land Use Plan
CO or C.O. – Certificate of Obligation
CVC – Crime Victim Coordinator
DWI – Driving While Intoxicated
EDC – Haltom City Economic Development Corporation
EOY – End of Year
EMS – Emergency Medical Service
EPA – United States Environmental Protection Agency
FEMA – Federal Emergency Management Agency
FT – Full Time
FY – Fiscal Year
GAAP – Generally Accepted Accounting Policies
GASB – Governmental Accounting Standards Board
GFOA – Government Finance Officers Association
GFOAT – Government Finance Officers Association of Texas
GPS – Global Positioning System
HCTV – Haltom City Cable Television
HR – Human Resources
IT – Information Technology
I&S – Interest and Sinking
LLEBG – Local Law Enforcement Block Grant
M&O – Maintenance and Operations
NPDES – National Pollution Discharge Elimination System
PAM – Payment Authorization Memo
PEG – Public Education and Government
P & Z – Planning and Zoning
TAD – Tarrant Appraisal District
TIF – Tax Incremental Finance
TML – Texas Municipal League
TMRS – Texas Municipal Retirement System
TP&W – Texas Department of Parks and Wildlife
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

CITY OF 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, improvements and properties.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Current Taxes: Taxes that are levied and due within one year.

Debt Service: The City's obligation to pay the principal and interest of all bonds and other debt instruments according to a pre-determined payment schedule.

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

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

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

Depreciation: The process of estimating and recording the lost usefulness, expired useful life or diminution of service from a fixed asset that cannot or will not be restored by repair and will be replaced. The cost of the fixed asset's lost usefulness is the depreciation or the cost to reserve in order to replace the item at the end of its useful life.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Performance Measures: Specific quantitative and qualitative measures of work performed as 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 Fund.

Structural Balance: The structural budget balance represents what government revenues and expenditure would be if output were at its potential level. Structural imbalance usually refers to expenditures higher than revenues in assessing fiscal sustainability.

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.



Annual Budget FY2017