

**AGENDA**  
**HALTOM CITY COUNCIL MEETING**  
**October 26, 2015**  
**CITY HALL - 5024 BROADWAY AVENUE**  
**Council Chambers – Work Session/ Regular Session**  
**Work Session 6:00 p.m. - Regular Session 7:00 p.m.**

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**WORK SESSION 6:00 P.M.**

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**CALL TO ORDER (General Comments)**

- Discuss “Simply Recycle” Program.
- Discuss proposed changes for the Fee Schedule.
- Review and discuss items on the regular agenda of October 26, 2015.

**EXECUTIVE SESSION**

**Section 551.071**

**As authorized by Chapter 551 of the Texas Government Code, the City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from the City Attorney about any matters listed on the agenda, in addition to the following matters:**

Consultation with the City Attorney pertaining to any matter in which the duty of the City Attorney under the Texas Disciplinary Rules of Professional Conduct may conflict with the Open Meetings Act; including discussion of any item posted on the Agenda; to seek legal advice on: open meetings; open records; contracts; expenditures and oversight of the Haltom City Economic Development Corporation; enforcement action for zoning violation; deliberation regarding the appointment, employment evaluation, reassignment or duties of the Interim City Manager; Agreement with a City Manager Consultant; litigation, and settlement offers and/or claims for the following cases:

- Donald Anthony Hains v. City of Haltom City
- Flynn v. Haltom City EDC
- Progressive County Mutual Ins. Co. v. City of Haltom City
- James H. Watson v. City of Haltom City
- Louis Engler v. City of Haltom City, et al.
- EEOC Charge No. 450-2015-01583.

**Section 551.072 – Deliberations about Real Property**

Deliberation regarding the purchase, exchange, lease or value of real property owned or leased by the City and the Economic Development Corporation.

**Section 551.074 - Personnel**

Deliberation regarding the appointment, employment, evaluation, reassignment, or duties of the Interim City Manager.

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**REGULAR SESSION 7:00 P.M.**

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**CALL TO ORDER**

**INVOCATION/PLEDGE OF ALLEGIANCE** – Council Member Stephanie Davenport

**ANNOUNCEMENTS/EVENTS** – Council Member Stephanie Davenport

## **PRESENTATION/PROCLAMATION**

Donation of K-9 vests – Public Safety Director Keith Lane.  
“Neighborhood Hero,” Roberto Aldana – Deputy Fire Chief Fred Napp.

## **REPORTS**

1. **Monthly Financial Report for September 2015** – Consideration and/or action regarding approval of the preliminary monthly Financial Report for the month ending September 30, 2015.
2. **Quarterly Investment Report for 2015** – Consideration and/or action regarding approval of the September 2015 Quarterly Investment Report.
3. **2015 Crime Statistics (3<sup>rd</sup> Quarter)** – Presentation of Haltom City Police Department crime statistics for the third quarter of 2015.
4. **Capital Improvements Report** – Presentation of quarterly status report of all major capital improvement projects.

## **REGULAR AGENDA**

5. **Minutes** – Consideration and/or action regarding approval of the Minutes of the meetings of October 12, 2015, October 13, 2015, October 15, 2015 and October 16, 2015.
6. **Oakwood St. Reconstruction Project** – Consideration and/or action regarding approval of Resolution No. R-2015-024-11 recommending the bid award for the Oakwood St. Reconstruction Project to McClendon Construction.
7. **Agreement for Professional Services** – Consideration and/or action regarding approval of an Agreement for Professional Services for Interim City Manager services.

## **VISITORS/CITIZENS FORUM**

*This time is set-aside for any person having business before the Council that is not scheduled on the agenda to speak to the Council. Please submit a completed Speaker's Request Form to the City Secretary. All comments must be directed toward the presiding Officer rather than an individual council member or staff. Each speaker must limit his/her comments to the **subject matter** listed on the Speaker's Request Form and must refrain from personal attacks toward any individual. A three to six minute time limit will be granted. **(Six minutes with prior notification and three without prior notification)**. If a group is present and interested in the same issue, please choose a spokesperson. Council cannot discuss or debate any issue brought forth at this time, nor can any formal action be taken, as it is not a posted agenda item in accordance with the open meetings law.*

## **BOARDS/COMMISSIONS**

8. **Resignations of Board Members** – Consider approval of the resignations of Board/Commission Members.
9. **Appointment/Reappointment to Boards and Commissions** – Consider approval regarding appointments to Boards/Commissions.

## **EXECUTIVE SESSION**

**See Posting on Page One (1) of Agenda.**

## **RECONVENE TO REGULAR SESSION**

10. Take any action deemed necessary as a result of the Executive Session, including the appointment of the Interim City Manager.

**ADJOURNMENT**

**CERTIFICATION**

I, ART CAMACHO, CITY SECRETARY OF THE CITY OF HALTOM CITY, TEXAS, DO HEREBY CERTIFY THAT THE ABOVE AGENDA WAS POSTED ON THE OFFICIAL BULLETIN BOARDS IN CITY HALL ON THIS THE 23rd DAY OF OCTOBER, 2015 AT 5:00 P.M., WHICH IS A PLACE READILY ACCESSIBLE TO THE PUBLIC AT ALL TIMES AND THAT SAID NOTICE WAS POSTED IN ACCORDANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE.



ART CAMACHO, CITY SECRETARY

I CERTIFY THAT THE ATTACHED NOTICE AND AGENDA OF ITEMS TO BE CONSIDERED BY THE CITY COUNCIL WAS REMOVED BY ME FROM THE CITY HALL BULLETIN BOARD ON \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015.

Name: \_\_\_\_\_ Title: \_\_\_\_\_



This facility is wheelchair accessible. Handicapped parking spaces are available. Request for sign interpretative services must be made 48 hours ahead of meeting. To make arrangements call 817-222-7754.

## **CITY COUNCIL MEMORANDUM**

**City Council Meeting:** October 26, 2015

**Department:** Finance

**Subject:** Monthly Financial Report for  
September 2015

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### **BACKGROUND**

Attached is the Monthly Financial Report for the month ending September 30, 2015. This report is submitted to the City Council for their review and comment. This report does not include the year-end adjustments and is unaudited. The audited financial statements will be provided when the year-end audit is completed.

### **FISCAL IMPACT**

This is a management tool that can be used by City Council in evaluating future spending decisions.

### **RECOMMENDATION**

Staff recommends acceptance of the attached report.

### **ATTACHMENTS**

Monthly Financial Report for September 30, 2015.

## 2015 September Monthly Financial Report

October 19, 2015

We are pleased to provide the September 2015 monthly financial report. Most of the funds are performing as budgeted. Exceptions that warrant explanations are listed in the financial report. This report is a preliminary report that does not include year-end adjustments and is unaudited. Audited financial statements will be provided when the year-end audit is completed.

### **Fund Balances**

At the end of September, total fund balance for all funds amounted to almost \$37.8 million. The Parks Performance Fund showed a negative balance of \$73,137. This is due to decrease in revenue in recreation. Also, the Parks Performance Fund was budgeted with a negative fund balance for FY2015.

### **Revenues**

At the end of September, the City realized about 106% of the total budgeted revenues for the year. Both property taxes and sales taxes are slightly below the budgeted amounts. Interest income has suffered for the current year due to amortization of premiums on some investments purchased in 2013. The City has received much higher collections from both Licenses/Permits and Intergovernmental revenues. There are no other major deviations from the budget. Minor favorable revenue collections are recorded in some minor funds and are noted in the financial report.

### **Expenditures**

Expenditures for most funds are proportional to the budget. Drainage Utility Fund expenses is only about 71.5% of the budget due to staff turnovers. There are no other significant expenditures or cost savings realized so far.

Staff is available to answer any additional questions you may have.

Sincerely,



Thomas J. Muir  
City Manager

## 2015 September Monthly Financial Report - Fund Balances

Fund No.	Fund Title	Actual Fund Balance 10/1/2014	YTD Revenues	YTD Expenditures	Ending Fund Balance 09/30/2015	Notes
1	General Fund	\$7,300,573	\$24,022,294	\$22,888,713	\$8,434,154	
2	Park Performance Fund	(35,456)	143,272	181,959	(\$74,143)	1
5	Debt Service Fund	222,030	4,896,314	5,000,225	\$118,119	
11	Economic Development Fund	2,891,162	12,172,278	11,776,562	\$3,286,879	
12	Crime Control Fund	673,909	1,447,132	1,562,415	\$558,625	
13	Oil and Gas Fund	4,170,241	175,087	950,200	\$3,395,128	
14	Hotel Motel Tax Fund	116,447	48,285	49,275	\$115,457	
15	Court Security Fund	132,649	32,566	47,078	\$118,137	
16	Court Technology Fund	116,535	43,251	42,673	\$117,113	
17	Juvenile Case Manager Fund	147,852	53,930	47,464	\$154,317	
18	Red Light Camera Fund	229,380	116,015	164,603	\$180,791	
19	Grant Fund	(79,746)	199,333	87,397	\$32,190	
20	PEG Fund	94,454	71,896	0	\$166,350	
21	Fire Donation Fund	4,673	2,500	2,231	\$4,942	
22	Library Donation Fund	111,073	50,300	20,647	\$140,726	
23	Police Forfeiture Fund	48,927	22,233	24,313	\$46,847	
24	Park Donation Fund	23,069	63,928	64,179	\$22,818	
25	Park Dedication Fund	101,745	289	17,500	\$84,534	
26	Safe Pathways Fund	46,816	4,681	0	\$51,497	
27	Animal Shelter Fund	38,569	4,736	0	\$43,305	
28	Police Donation Fund	68,106	55,066	67,948	\$55,224	
29	Police CART Fund	11,150	0	2,790	\$8,360	
31	Street Reconstruction Fund	6,863,423	1,824,939	3,384,735	\$5,303,627	
32	Capital Projects Fund	4,024,711	372,108	374,338	\$4,022,481	
39	Street Assessment Fund	1,312	11,626	1,200	\$11,738	
41	Water and Sewer Fund	5,458,288	17,590,407	16,842,511	\$6,206,184	
42	Water Capital Projects	2,439,368	1,103,927	1,222,011	\$2,321,285	
44	W&S Impact Fees	754,669	101,583	2,285	\$853,967	
45	Drainage Fund	578,258	1,932,157	1,326,961	\$1,183,454	
46	Drainage Capital Projects	486,689	216,907	30,847	\$672,749	
<b>Total</b>		<b>\$37,040,876</b>	<b>\$66,779,041</b>	<b>\$66,183,061</b>	<b>\$37,636,857</b>	

Note:

- 1 The Park Performance Fund was budgeted to have a negative balance. This fund will be merged with the General Fund in FY2016.

## 2015 September Monthly Financial Report - Revenue Summary

Fund No.	Fund Title	Adopted Budget	Revised Budget	YTD Budget	September Actual	YTD Actual	Percent of Revenue Earned	Notes
1	General Fund	\$23,547,785	\$23,547,785	\$23,547,785	\$1,121,682	\$24,022,294	102.0%	1
2	Parks Performance Fund	192,000	192,000	192,000	9,272	143,272	74.6%	2
5	Debt Service Fund	4,811,555	4,811,555	4,811,555	98,843	4,896,314	101.8%	
11	Economic Development Fund	9,154,686	9,154,686	9,154,686	364,243	12,172,278	133.0%	3
12	Crime Control & Prevention District Fund	1,449,280	1,449,280	1,449,280	122,560	1,447,132	99.9%	
13	Oil and Gas Fund	319,648	319,648	319,648	11,086	175,087	54.8%	4
14	Hotel/Motel Tax Fund	44,400	44,400	44,400	4,336	48,285	108.7%	
15	Court Security Fund	34,100	34,100	34,100	2,205	32,566	95.5%	
16	Court Technology Fund	44,700	44,700	44,700	2,917	43,251	96.8%	
17	Juvenile Case Manager Fund	52,400	52,400	52,400	3,655	53,930	102.9%	
18	Red Light Camera Fund	166,200	166,200	166,200	14,061	116,015	69.8%	5
19	Grant Fund	77,687	77,687	77,687	85,229	199,333	256.6%	6
20	PEG Fund	63,000	63,000	63,000	68	71,896	114.1%	
21	Fire Donation Fund	2,850	2,850	2,850	207	2,500	87.7%	9
22	Library Donation Fund	38,700	38,700	38,700	4,171	50,300	130.0%	7
23	Police Forfeiture Fund	25,500	25,500	25,500	1,135	22,233	87.2%	9
24	Park Donation Fund	51,750	51,750	51,750	1,252	63,928	123.5%	8
25	Park Dedication Fund	400	400	400	38	289	72.3%	9
26	Safe Pathways Fund	5,150	5,150	5,150	22	4,681	90.9%	9
27	Animal Shelter Fund	7,650	7,650	7,650	441	4,736	61.9%	9
28	Police Donation Fund	73,500	73,500	73,500	3,457	55,066	74.9%	9
29	Police CART Fund	1,000	1,000	1,000	0	0	0.0%	
31	Street Reconstruction Fund	1,495,500	1,495,500	1,495,500	127,444	1,824,939	122.0%	10
32	Capital Projects Fund	372,000	372,000	372,000	733	372,108	100.0%	
39	Street Assessments Fund	1,200	1,200	1,200	3,893	11,626	968.8%	11
41	Water & Sewer Fund	18,008,982	18,008,982	18,008,982	1,844,138	17,590,407	97.7%	
42	Water & Sewer Utility Projects Fund	1,113,310	1,113,310	1,113,310	92,496	1,103,927	99.2%	
44	Water and Sewer Impact Fees Fund	17,000	17,000	17,000	360	101,583	597.5%	12
45	Drainage Utility Fund	1,718,007	1,718,007	1,718,007	428,676	1,932,157	112.5%	
46	Drainage Capital Projects Fund	215,000	215,000	215,000	18,170	216,907	100.9%	
<b>Total Revenues</b>		<b>\$63,104,940</b>	<b>\$63,104,940</b>	<b>\$63,104,940</b>	<b>\$4,366,793</b>	<b>\$66,779,041</b>	<b>105.8%</b>	

Notes:

- 1 The General Fund revenues received exceeded the budgeted amount.
- 2 The Park Performance Fund realized only about 75% of the estimated revenue due to low program participation.
- 3 The Economic Development Fund realized over \$12 million in grant revenues for the year. Together with the Sales Tax revenues and transfer from Park Dedication Fund, the total revenues exceeded the budgeted amount.
- 4 The Oil and Gas Fund received only about \$175,000 in oil and gas revenue, about 45% short of the budgeted amount.
- 5 The Red Light Camera Fund total revenues were below the proportionate budgeted amount due to decline in red light fees.
- 6 The Grant Fund received about \$117,333 grant revenues for various police and fire related grants and \$82,000 from General Fund to cover previous years' expenditures that should be paid by General Fund.
- 7 The Library Donation Fund collected about \$29,000 in donations and about \$21,000 in copy sales and exceeded the budgeted amount.
- 8 The total revenues exceeded the annual budget due to the Back to School Healthfair revenues of \$46,835 and other donations of \$16,112.
- 9 Revenues received were below the proportionate budgeted amounts.
- 10 The Street Reconstruction Fund received \$297,695 grant money for work performed on the Safe Routes to School project which was not included in the adopted budget. The sales and use tax collected was about \$1.5 million for the fiscal year.
- 11 Received revenues of \$11,626 in Street Assessments for the year and exceeded the annual budget of \$1,200.
- 12 Received total revenues of \$101,583 mainly from water and sewer impact fees and exceeded the annual budget of \$17,000.

## 2015 September Monthly Financial Report - Expenditure Summary

Fund No.	Fund Title	Adopted Budget	Revised Budget	YTD Budget	September Actual	YTD Expenditures	Percent of Budget Spent	Notes
1	General Fund	\$24,234,625	\$24,234,625	\$24,234,625	\$1,969,436	\$22,888,713	94.4%	
2	Parks Performance Fund	192,239	192,239	192,239	19,251	181,959	94.7%	
5	Debt Service Fund	4,915,614	5,065,614	5,065,614	0	5,000,225	98.7%	
11	Economic Development Fund	11,252,551	11,252,551	11,252,551	400,092	11,776,562	104.7%	1
12	Crime Control & Prevention District Fund	1,670,823	1,670,823	1,670,823	87,375	1,562,415	93.5%	
13	Oil and Gas Fund	951,044	951,044	951,044	79,183	950,200	99.9%	
14	Hotel/Motel Tax Fund	60,041	60,041	60,041	2,876	49,275	82.1%	
15	Court Security Fund	47,438	47,438	47,438	3,870	47,078	99.2%	
16	Court Technology Fund	42,704	42,704	42,704	9,995	42,673	99.9%	
17	Juvenile Case Manager Fund	48,529	48,529	48,529	3,919	47,464	97.8%	
18	Red Light Camera Fund	206,912	206,912	206,912	15,680	164,603	79.6%	2
19	Grant Fund	77,687	88,687	88,687	2,543	87,397	98.5%	
20	PEG Fund	3,820	3,820	3,820	0	0	0.0%	
21	Fire Donation Fund	3,600	3,600	3,600	1,503	2,231	62.0%	
22	Library Donation Fund	82,900	82,900	82,900	3,225	20,647	24.9%	3
23	Police Forfeiture Fund	46,000	46,000	46,000	0	24,313	52.9%	4
24	Park Donation Fund	50,950	80,950	80,950	829	64,179	79.3%	5
25	Park Dedication Fund	0	17,500	17,500	1,458	17,500	NA	
26	Safe Pathways Fund	10,000	10,000	10,000	0	0	0.0%	
27	Animal Shelter Fund	5,150	5,150	5,150	0	0	0.0%	
28	Police Donation Fund	101,000	101,000	101,000	15,424	67,948	67.3%	6
29	Police CART Fund	2,500	2,500	2,500	1,790	2,790	111.6%	7
31	Street Reconstruction Fund	3,291,799	3,291,799	3,291,799	184,126	3,384,735	102.8%	
32	Capital Projects Fund	3,401,309	3,401,309	3,401,309	15,369	374,338	11.0%	8
39	Street Assessments Fund	1,200	1,200	1,200	100	1,200	100.0%	
41	Water & Sewer Fund	19,656,432	19,656,432	19,656,432	1,960,707	16,842,511	85.7%	9
42	Water & Sewer Utility Projects Fund	786,920	786,920	786,920	0	1,222,011	155.3%	10
44	Water and Sewer Impact Fees Fund	400,000	400,000	400,000		2,285	0.6%	11
45	Drainage Utility Fund	1,855,297	1,855,297	1,855,297	82,671	1,326,961	71.5%	12
46	Drainage Capital Projects Fund	254,491	254,491	254,491	0	30,847	12.1%	13
<b>Total Expenditures</b>		<b>\$73,653,575</b>	<b>\$73,862,075</b>	<b>\$73,862,075</b>	<b>\$4,861,422</b>	<b>\$66,183,061</b>	<b>89.6%</b>	

Notes:

- 1 Expenditures incurred included over \$9 million for the C820EX project.
- 2 The Red Light Camera Fund spent only about 79% of the budgeted amount.
- 3 The Library Donation Fund budgeted \$47,500 for office supplies and other expenses and \$30,000 for computer equipment.
- 4 The Police Forfeiture Fund budgeted \$45,000 for equipment supplies. For the year, only \$24,313 was spent.
- 5 The Park Donation Fund budgeted \$15,000 for Improvements other than buildings. As of September 2015, only \$1,500 was spent.
- 6 The Police Donation Fund budgeted \$97,500 for equipment supplies. As of year-end, only \$64,039 or 67% were spent.
- 7 The Police CART Fund has overspent the budget by \$290 for Conferences and Training. A budget amendment is required.
- 8 Capital Project Fund and Water Sewer Utility Projects Fund are capital project funds. Capital project budgets may be carried from prior years. It is not unusual that the expenditures exceed the current year budget.
- 9 The Water and Sewer operating expenses were about 85% of the budgeted amount. More expenses will be accrued for year end.
- 10 The excess expenses were mainly due to water and sewer improvements totalling \$1,195,248 as of September 2015.
- 11 Some capital project expenses will be recorded during year-end.
- 12 Expenses are lower than budget mainly due to vacancies and staff turnovers.
- 13 Curb and gutter maintenance was budgeted at \$250,000 for the year but no expenses have for curb and gutter maintenance were spent.

## 2015 September Monthly Financial Report - General Fund Revenues

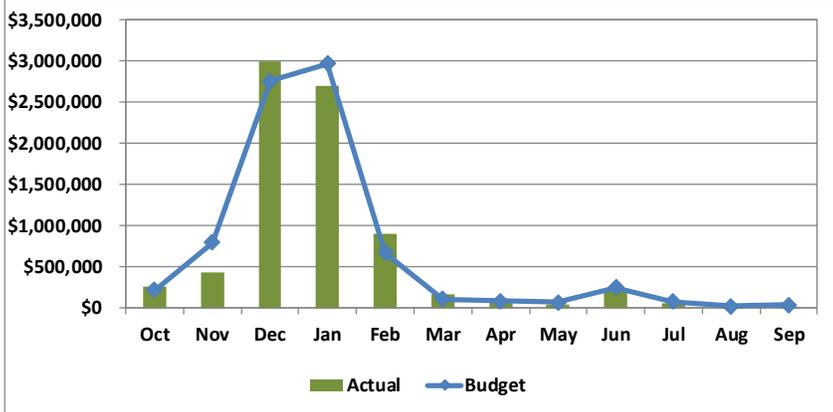
Description	Adopted Budget	Revised Budget	YTD Budget	September Actual	YTD Actual	Percent of Revenue Earned	Notes
Property Taxes	\$8,075,980	\$8,075,980	\$8,075,980	\$13,348	\$7,940,546	98.3%	1
Sales & Other Taxes	6,067,300	6,067,300	6,067,300	501,559	6,027,548	99.3%	1
Franchise Fees	3,941,050	3,941,050	3,941,050	172,813	4,108,660	104.3%	2
Licenses/Permits/Fees	476,720	476,720	476,720	46,267	678,910	142.4%	3
Charges for Service	1,677,915	1,677,915	1,677,915	121,847	1,590,859	94.8%	4
Fees and Fines	1,538,950	1,538,950	1,538,950	116,736	1,758,459	114.3%	5
Other Revenues							
Intergovernmental	164,765	164,765	164,765	16,534	254,680	154.6%	6
Interest Income	35,000	35,000	35,000	2,645	31,510	90.0%	7
Miscellaneous	140,100	140,100	140,100	11,294	257,441	183.8%	8
<b>Total General Fund Revenues</b>	<b>\$22,117,780</b>	<b>\$22,117,780</b>	<b>\$22,117,780</b>	<b>\$1,003,042</b>	<b>\$22,648,612</b>	<b>102.4%</b>	
Transfers	\$1,430,005	\$1,430,005	\$1,430,005	\$118,640	\$1,373,682	96.1%	
<b>Total General Fund Revenues and Transfers</b>	<b>\$23,547,785</b>	<b>\$23,547,785</b>	<b>\$23,547,785</b>	<b>\$1,121,682</b>	<b>\$24,022,294</b>	<b>102.0%</b>	

Notes:

- 1 Total receipts are lower than the budgeted amounts thus far. Year end accrual adjustments still have to be made.
- 2 Total franchise revenues exceeded the budget. Year end accrual adjustments still have to be made.
- 3 Licenses and Permit Fees exceeded the budget mainly due to building permits. Total Building Permits revenues collected for the year totaled \$461,906.
- 4 The total Charges for services revenues were lower due to lower demand in miscellaneous services.
- 5 The total Fees and Fines collected represents about 114% of the budgeted amount. This was due to higher collection rate with the third party collector (McCreary, Vesekla, Bragg & Allen).
- 6 Major intergovernmental incomes received include Birdville ISD for police officers at high school campus and Tarrant County for Auto Theft Task Force.
- 7 Interest income was less than budgeted amount due to amortization of premium on some investments purchased in 2013.
- 8 The City has received \$129,791 from lease of city owned property and \$54,223 from TML for insurance settlement.

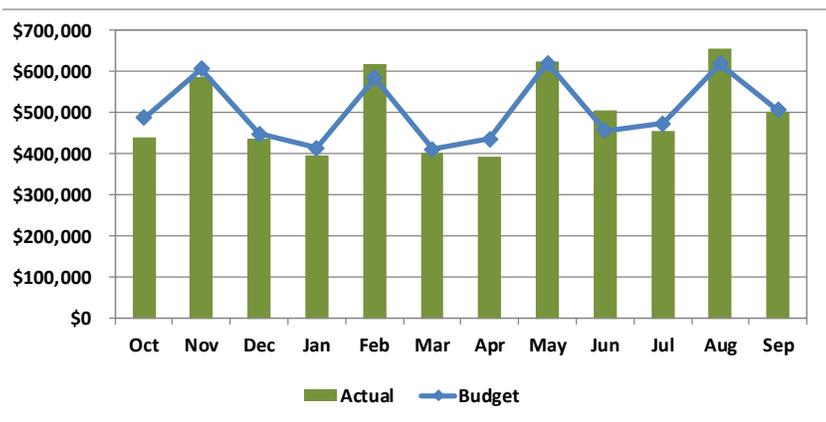
## 2015 September Monthly Financial Report - General Fund Revenues

### Property Tax Revenues



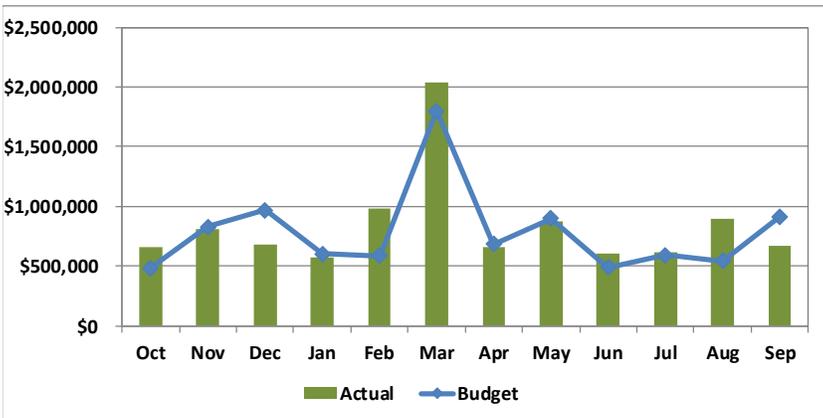
	Budget	Actual	YTD Variance
Oct	\$219,046	\$270,496	\$51,450
Nov	\$796,161	\$429,638	(\$315,074)
Dec	\$2,763,083	\$2,997,155	(\$81,002)
Jan	\$2,970,715	\$2,697,391	(\$354,326)
Feb	\$670,664	\$906,162	(\$118,828)
Mar	\$110,042	\$173,666	(\$55,204)
Apr	\$88,471	\$75,349	(\$68,327)
May	\$68,485	\$51,586	(\$85,225)
Jun	\$248,453	\$238,829	(\$94,849)
Jul	\$80,344	\$62,768	(\$112,425)
Aug	\$21,486	\$24,158	(\$109,753)
Sep	\$39,029	\$13,348	(\$135,434)
<b>Total</b>	<b>\$8,075,980</b>	<b>\$7,940,546</b>	<b>(\$135,434)</b>

### Sales Tax Revenues



	Budget	Actual	YTD Variance
Oct	\$487,676	\$440,905	(\$46,771)
Nov	\$607,246	\$588,007	(\$66,010)
Dec	\$448,993	\$438,733	(\$76,270)
Jan	\$414,023	\$397,895	(\$92,398)
Feb	\$584,395	\$617,191	(\$59,601)
Mar	\$411,202	\$401,805	(\$68,998)
Apr	\$436,723	\$394,482	(\$111,240)
May	\$620,362	\$625,339	(\$106,263)
Jun	\$457,018	\$507,362	(\$55,920)
Jul	\$473,429	\$454,791	(\$74,558)
Aug	\$618,883	\$656,418	(\$37,023)
Sep	\$507,349	\$501,559	(\$42,813)
<b>Total</b>	<b>\$6,067,300</b>	<b>\$6,024,487</b>	<b>(\$42,813)</b>

### Other General Fund Revenues



	Budget	Actual	YTD Variance
Oct	\$486,421	\$658,900	\$172,479
Nov	\$831,791	\$806,847	\$147,535
Dec	\$969,693	\$677,855	(\$144,303)
Jan	\$605,119	\$577,355	(\$172,066)
Feb	\$586,981	\$983,322	\$224,274
Mar	\$1,799,011	\$2,039,498	\$464,762
Apr	\$682,226	\$656,411	\$438,946
May	\$897,072	\$873,012	\$414,886
Jun	\$492,654	\$602,314	\$524,546
Jul	\$593,314	\$611,878	\$543,110
Aug	\$545,867	\$897,478	\$894,721
Sep	\$914,356	\$672,391	\$652,756
<b>Total</b>	<b>\$9,404,505</b>	<b>\$10,057,261</b>	<b>\$652,756</b>

## 2015 September Monthly Financial Report - General Fund Expenditures

Description	Adopted Budget	Revised Budget	YTD Budget	September Actual	YTD Expenditures	Percent of Budget Spent	Notes
General Government	\$6,367,840	\$6,367,840	\$6,367,840	\$457,022	\$4,817,140	75.6%	
Administration	544,781	544,781	544,781	41,352	561,799	103.1%	1
City Secretary	206,355	206,355	206,355	17,408	219,469	106.4%	1
City Council	18,672	18,672	18,672	4,407	22,088	118.3%	2
Finance	585,866	585,866	585,866	50,729	608,787	103.9%	1
Human Resources	430,427	430,427	430,427	31,418	366,772	85.2%	
Planning & Inspections	676,271	676,271	676,271	45,168	565,926	83.7%	
Information Technology	495,804	495,804	495,804	42,584	489,170	98.7%	
Fleet Services	523,635	523,635	523,635	44,076	528,648	101.0%	1
Building Maintenance	348,552	348,552	348,552	22,870	292,671	84.0%	
Nondepartment	2,537,477	2,537,477	2,537,477	157,010	1,161,810	45.8%	1
Public Safety	\$14,774,521	\$14,774,521	\$14,774,521	\$1,137,068	\$14,987,966	101.4%	
Police	7,953,633	7,953,633	7,953,633	576,049	8,103,756	101.9%	1
Fire	5,818,589	5,818,589	5,818,589	482,456	6,007,510	103.2%	1
Animal Control	347,339	347,339	347,339	24,015	288,644	83.1%	
Municipal Court	654,960	654,960	654,960	54,548	588,056	89.8%	
Streets	\$894,817	\$894,817	\$894,817.00	\$77,176	\$739,159	82.6%	
Culture and Recreation	\$2,172,447	\$2,172,447	\$2,172,447	\$216,170	\$2,110,366	97.1%	
Parks and Recreation	991,522	991,522	991,522	91,472	1,009,713	101.8%	1
Library	1,180,925	1,180,925	1,180,925	124,698	1,100,653	93.2%	
<b>Total General Fund Expenditures</b>	<b>\$24,209,625</b>	<b>\$24,209,625</b>	<b>\$24,209,625</b>	<b>\$1,887,436</b>	<b>\$22,654,630</b>	<b>93.6%</b>	
Transfers Out	25,000	25,000	\$25,000	82,000	234,083	936.3%	3
<b>Total General Fund Expenditures &amp; Transfers</b>	<b>\$24,234,625</b>	<b>\$24,234,625</b>	<b>\$24,234,625</b>	<b>\$1,969,436</b>	<b>\$22,888,713</b>	<b>94.4%</b>	

Notes:

- 1 Overspending of departments were mainly due to salary increases that were budgeted in non-department but have not been allocated to the different departments. The allocation will be performed at the year-end.
- 2 Overspending was due to insufficient funding for Conferences and Training for City Council.
- 3 The adopted budget was a transfer of \$25,000 to PEG Fund. It was decided that the transfer to PEG Fund was not required. Instead, a transfer of \$150,000 to Debt Service Fund was necessary due to insufficient revenue from the property tax allocation for Debt Service Fund.

**City of Haltom City**  
**Debt Ratio, Acid-test Ratio, and Current Ratio**  
**September 30, 2015**

	General Fund	Water & Sewer Fund	All Other Funds	City-wide
<b>Assets</b>				
Total Quick Assets (Current Assets without inventory, supplies and prepaid items)	10,188,258.36	9,380,531.74	22,264,481.54	41,833,271.64
Total Current Ass	10,387,190.00	9,383,531.74	22,264,481.54	42,035,203.28
Fixed Assets	77,567,273.77	40,998,076.84	15,686,461.08	134,251,811.69
<b>Total Assets</b>	<b>87,957,463.77</b>	<b>50,381,608.58</b>	<b>37,950,942.62</b>	<b>176,290,014.97</b>
<b>Liabilities</b>				
Current Liabilitie	1,812,257.52	3,905,564.10	2,631,546.54	8,349,368.16
Long-Term Liabili	43,591,657.73	14,580,190.26	2,500,854.58	60,672,702.57
<b>Total Liabilities</b>	<b>45,403,915.25</b>	<b>18,485,754.36</b>	<b>5,132,401.12</b>	<b>69,022,070.73</b>
Debt Ratio	52%	37%	14%	39%
Acid Test Ratio	5.62	2.40	8.46	5.01
Current Ratio	5.73	2.40	8.46	5.03

**Debt Ratio, Acid Test Ratio and Current Ratio**  
**As Compared with Other Cities**  
**September 30, 2014**

	Haltom City	Euleless	Haslet	Keller	Lake Worth	North Richland Hills	Hurst
Debt Ratio	28%	28%	18%	37%	35%	38%	27%
Acid Test Ratio	5.17	3.76	8.96	5.31	13.75	7.36	4.90
Current Ratio	5.29	3.80	8.97	5.70	13.78	7.39	5.07

**City of Haltom City**  
**Audit Findings Report - September 2015**

Item #	Findings	Corrective Action	Sep-15
2014-001	Fund Balances were not accurately stated.	Roll forward balance will be checked for accuracy	This is a year-end process; waiting for year-end trial balance.
2014-002	Compensated absences were not properly stated.	Compensated absences calculation will be checked for accuracy	This is a year end process; currently working on
2014-003	Obligation between funds were not accurately stated.	All cash and investments accounts will be reviewed for accuracy when preparing the year end trial balance	This is a year end process; currently working on reconciliation of cash and investment accounts.
2014-004	Receivable for unbilled water, sewer and drainage were not properly stated at year-end.	Adjustments from water, sewer and drainage receivable will be made at year-end before the books are closed	This is a year end process; books have not been closed.
2014-005	Receivables from grant agreements were not properly recorded.	Better communication between operating departments and Finance Department will be established to make sure all grants records are up-to-date	Intergovernmental receivables are recorded when the city pays for expenditures that are grants related and are subject for reimbursement; currently working on SEFA.
2014-006	Revenue from an exchange transaction was incorrectly recorded in a special revenue fund restricted for donations.	Review source of funds to determine the correct recording of all revenues	All special revenues are reviewed and recorded appropriately.
2014-007	Debt and associated activity was recorded in the EDC fund, which is a separate legal entity, but is not the legal obligation of that entity.	All transactions will be reviewed by the controller to ensure that the transactions are recorded properly.	There is no debt issuance related to EDC for this Fiscal Year.
2014-008	Debt of the governmental funds was recorded as a liability.	All transactions will be reviewed by the controller to ensure that the transactions are recorded properly.	The only debt issuance for this fiscal year was in October 2014 and was recorded properly.
2014-009	Principal payments made on debt in the enterprise funds were reflected as an expense of that fund.	Year end adjustments for principal payment will be made.	Adjusting journal entry has been prepared.
2014-010	Fixed assets were not properly recorded.	Review of fixed assets purchases and recording procedures to ensure correct recording.	Purchases of fixed assets are reviewed and coded properly.
2014-011	Account receivable for water and sewer did not accurately reflect the amounts billed for these services.	Review the reasonableness of accounts receivable for water and sewer monthly.	Monthly comparison of billed water and sewer is done to check variances.
2014-012	Review of aging of miscellaneous account receivable is not routinely done.	Regular reviews and analyses for all receivables will be conducted to ensure all receivables are monitored.	Recommendation for write offs will be done at year-end. Will meet with Water Department to discuss writing off uncollectibles.
2014-013	Schedule of expenditures and communication between Finance and operating department.	Better communication between operating departments and Finance Department will be established to make sure all grants records are up-to-date	Monthly grant reports are prepared and the accuracy of the reports is confirmed by both Finance and Departments.
2014-014	Monthly grant report to be filed with NCTCOG for 820 Backage Road Improvement project.	Monthly reports will be filed with granting agency.	August report has been submitted. Working on September report.
2014-015	Checking and documenting suspended and debar vendor list.	All new and existing vendors with grant funding will be checked to ensure that they are not on the suspended and debar list.	Ongoing. Sent reminders to various departments regarding checking of all grant vendors and documenting the process.

Green = Completed / On schedule  
Yellow = In progress  
Red = Behind Schedule

## CITY COUNCIL MEMORANDUM

**City Council Meeting:** October 26, 2015

**Department:** Finance

**Subject:** Quarterly Investment Report for  
September 30, 2015

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### **BACKGROUND**

Attached is the Quarterly Investment Report for the quarter ending September 30, 2015. This report is submitted to the City Council for their review and comment. This provides information and analysis of the City's investment portfolio and investment activities.

### **FISCAL IMPACT**

This is a management tool for evaluating the investment portfolio and investment activities.

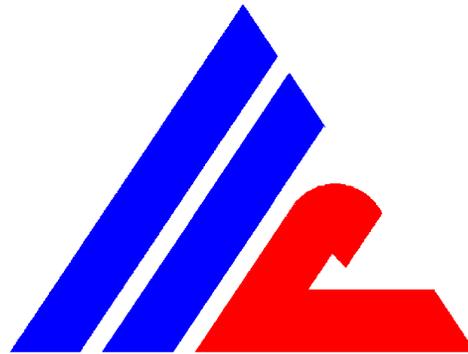
### **RECOMMENDATION**

Staff recommends acceptance of the attached report.

### **ATTACHMENTS**

Quarterly Investment Report for the quarter ending September 30, 2015.

# **CITY OF HALTOM CITY**



## **QUARTERLY INVESTMENT REPORT**

**July 1, 2015 - September 30, 2015**

# CITY OF HALTOM CITY QUARTERLY INVESTMENT REPORT

July 1, 2015 - September 30, 2015

## Portfolio Summary

This quarterly report is in full compliance with the investment policy and strategy as established for the City of Haltom City, Texas and the Public Funds Investment Act (Chapter 2256, Texas Government Code).

<u>Portfolio as of June 30, 2015</u>		<u>Portfolio as of September 30, 2015</u>	
Beginning Book Value	\$38,292,514.33	Ending Book Value	\$36,034,883.00
Beginning Market Value	\$38,245,626.57	Ending Market Value	\$36,015,786.09
Unrealized Gain/(Loss)	(\$46,887.76)	Unrealized Gain/(Loss)	(\$19,096.91)
	\$39,092.58	<b>Change in Unrealized Gain/(Loss)</b>	<b>\$27,790.85</b>
	\$39,776.00	Interest accrued for the period	\$54,647.00
WAM at Beginning Period Date <sup>1</sup>	360 Days	WAM at Ending Period Date <sup>1</sup>	374 Days
Yield-To-Maturity at Cost	0.509%	Yield-To-Maturity at Cost	0.565%
Treasury 6-Month	0.110%	Treasury 6-Month	0.080%
		Change in Market Value <sup>2</sup>	(\$2,229,840.48)

Prepared by:



10/10/2015

Thomas J. Muir, City Manager

Date



10/10/2015

Jennifer O. Fung, Director of Finance

Date

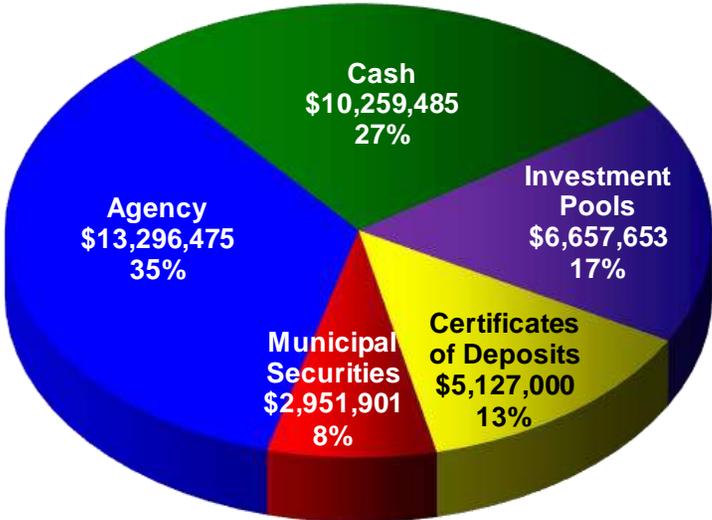
<sup>1</sup> WAM - Weighted Average Maturity

<sup>2</sup> "Change in Market Value" is required data, but will primarily reflect the receipt and expenditure of the City's funds from quarter to quarter.

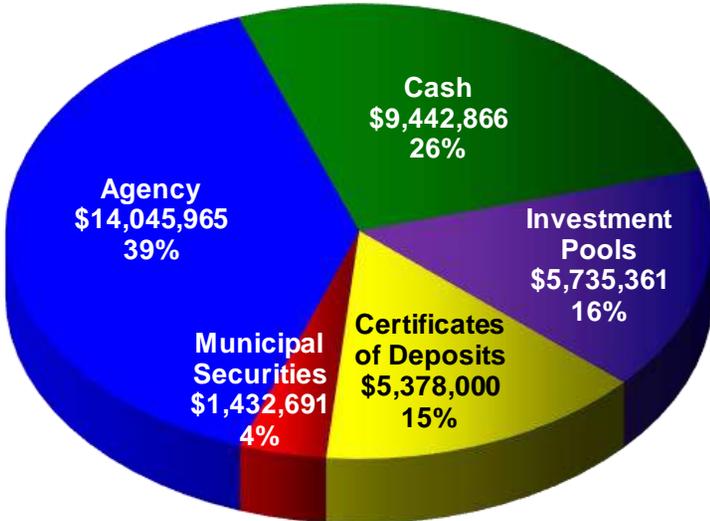
**CITY OF HALTOM CITY**  
**QUARTERLY INVESTMENT REPORT**  
 July 1, 2015 - September 30, 2015  
 Security Sector Allocation - Book Value

Security Sector Allocation				
Security Sector	Book Value 6/30/2015	% of Portfolio 6/30/2015	Book Value 9/30/2015	% of Portfolio 9/30/2015
Cash	\$10,259,484.58	40.7%	\$ 9,442,865.70	26.2%
Local Government Investment Pools	6,657,653.18	16.4%	\$ 5,735,361.13	15.9%
Certificates of Deposits	5,127,000.00	12.0%	\$ 5,378,000.00	14.9%
Municipal Securities	2,951,901.30	9.0%	\$ 1,432,691.30	4.0%
Federal Agency Coupon Securities	13,296,475.27	21.7%	\$ 14,045,964.87	39.0%
<b>Total</b>	<b>\$38,292,514.33</b>	<b>100.0%</b>	<b>\$36,034,883.00</b>	<b>100.0%</b>

**Total Portfolio Assets as of 6/30/2015**

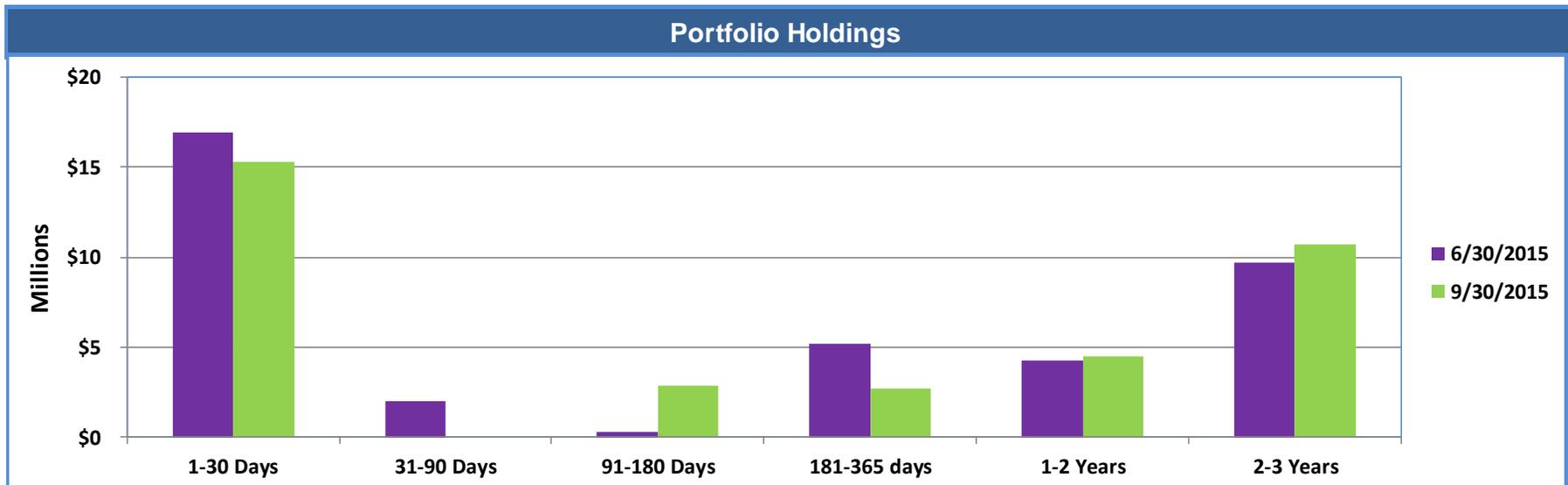


**Total Portfolio Assets as of 9/30/2015**



**CITY OF HALTOM CITY**  
**QUARTERLY INVESTMENT REPORT**  
 July 1, 2015 - September 30, 2015  
 Distribution by Maturity Range - Book Value

Maturity Range Allocation				
Maturity Range	Book Value 6/30/2015	% of Portfolio 6/30/2015	Book Value 9/30/2015	% of Portfolio 9/30/2015
1-30 Days	\$16,917,137.76	44.2%	15,277,226.83	42.4%
31-90 Days	2,014,720.40	5.3%	-	0.0%
91-180 Days	249,000.00	0.6%	2,842,315.62	7.9%
181-365 days	5,200,874.99	13.6%	2,725,605.67	7.6%
1-2 Years	4,211,173.68	11.0%	4,490,127.38	12.4%
2-3 Years	9,699,607.50	25.3%	10,699,607.50	29.7%
<b>Total</b>	<b>\$38,292,514.33</b>	<b>100.0%</b>	<b>\$36,034,883.00</b>	<b>100.0%</b>



**CITY OF HALTOM CITY**  
**QUARTERLY INVESTMENT REPORT**  
**July 1, 2015 - September 30, 2015**  
**Detail of Security Holdings As of 9/30/2015**

ISSUERS	CUSIP	COUPON	YIELD	SETTLE DATE	MATURITY DATE	09/30/15 PAR VALUE	09/30/15 MARKET VALUE	09/30/15 BOOK VALUE
						\$	\$	\$
<b><u>FEDERAL AGENCY COUPON SECURITIES</u></b>								
FFCB	3133EDED0	0.450%	0.32%	2/19/2014	2/3/2016	500,000.00	500,580.50	501,283.50
FHLB	3130AOSD3	0.375%	0.32%	2/19/2014	2/19/2016	500,000.00	500,214.50	500,532.12
FNMA	3136FPET0	2.000%	0.39%	2/19/2014	3/10/2016	500,000.00	503,759.00	516,500.00
FNMA	3135GOVA8	0.500%	0.37%	2/19/2014	3/30/2016	500,000.00	500,640.50	501,402.25
FHLB	3133834R9	0.375%	0.38%	5/28/2014	6/24/2016	500,000.00	499,981.00	499,757.97
FHLB	313373SZ6	2.125%	0.40%	5/28/2014	6/10/2016	500,000.00	505,891.50	517,399.15
FFCB	3133EEFA3	0.720%	0.74%	12/19/2014	12/15/2016	500,000.00	501,375.50	499,784.00
FNMA	3135G0GY3	1.250%	1.24%	12/22/2014	1/30/2017	500,000.00	504,744.50	505,211.88
FHLMC	3134G5W76	0.750%	0.75%	12/30/2014	12/30/2016	500,000.00	500,063.50	500,000.00
FHLB	313376SG1	1.180%	0.79%	12/22/2014	1/30/2017	500,000.00	504,647.00	504,094.00
FHLMC	3134G6SL8	1.000%	1.000%	4/27/2015	10/27/2017	500,000.00	500,288.50	500,000.00
FHLMC	3134g6UJ0	1.200%	1.200%	4/30/2015	4/27/2018	1,000,000.00	1,000,065.00	1,000,000.00
FHLMC	3134G6VS9	1.150%	1.150%	5/14/2015	5/14/2018	1,000,000.00	998,650.00	1,000,000.00
FHLB (Step)	3130A4ZX3	0.500%	0.500%	5/14/2015	5/14/2018	1,000,000.00	1,000,249.00	1,000,000.00
FNMA	3135G0E25	1.250%	1.250%	5/18/2015	5/18/2018	1,000,000.00	1,001,318.00	1,000,000.00
FHLMC	3134G6WU3	1.200%	1.200%	5/21/2015	5/21/2018	1,000,000.00	1,001,311.00	1,000,000.00
FHLB Note	3130A5L80	1.300%	1.300%	6/29/2015	6/29/2018	1,000,000.00	1,004,351.00	1,000,000.00
FHLB Note	3130A5NV7	1.500%	1.500%	7/16/2015	7/16/2018	500,000.00	500,246.50	500,000.00
FHLMC	3134G7MC2	1.400%	1.400%	8/17/2015	8/17/2018	1,000,000.00	1,001,482.00	1,000,000.00
FNMA	3136G2LS4	1.300%	1.300%	9/28/2015	9/28/2018	1,000,000.00	1,003,112.00	1,000,000.00
<b>TOTAL FEDERAL AGENCY COUPON SECURITIES</b>						<b>14,000,000.00</b>	<b>14,032,970.50</b>	<b>14,045,964.87</b>
<b><u>MUNICIPAL SECURITIES</u></b>								
ARLINGTON TX GENERAL OBLIGATION BOND	041796FZ1	2.500%	0.400%	3/10/2014	8/15/2016	100,000.00	101,624.00	105,074.00
NEW YORK STATE DORM AUTH ST INCOME TAX	6499027J6	1.750%	0.350%	12/19/2014	8/15/2016	110,000.00	111,432.20	111,972.30
WESTERVILLE OHIO CITY SCH DISTRICT SPL OBLIG	96003IAF9	3.000%	0.700%	12/19/2014	12/1/2016	250,000.00	257,390.00	261,037.50
HARRIS COUNTY TX FLOOD CONTROL DIST REF	4140185J6	1.229%	1.045%	12/22/2014	10/1/2017	950,000.00	954,493.50	954,607.50
<b>TOTAL MUNICIPAL SECURITIES</b>						<b>1,410,000.00</b>	<b>1,424,939.70</b>	<b>1,432,691.30</b>

**CITY OF HALTOM CITY**  
**QUARTERLY INVESTMENT REPORT**  
**July 1, 2015 - September 30, 2015**  
**Detail of Security Holdings As of 9/30/2015**

ISSUERS	CUSIP	COUPON	YIELD	SETTLE	MATURITY	09/30/15	09/30/15	09/30/15
				DATE	DATE	PAR VALUE	MARKET VALUE	BOOK VALUE
						\$	\$	\$
<b><u>CERTIFICATES OF DEPOSIT</u></b>								
BANK OF AMERICA (Check)	Checks	0.150%	0.150%	10/9/2015	10/9/2015	99,000.00	99,000.00	99,000.00
INTER BANK (Park Cites Bank)(Check)	Checks	0.650%	0.650%	2/1/2014	2/1/2016	99,000.00	99,000.00	99,000.00
TRISTATE CAPITAL BANK	89677DDR4	0.500%	0.500%	2/4/2014	2/8/2016	245,000.00	245,164.15	245,000.00
BMW BANK OF NORTH AMERICA	05568P6T9	0.500%	0.500%	2/7/2014	2/16/2016	245,000.00	245,167.09	245,000.00
WASHINGTON TRUST WESTERLY	9400637FR7	0.500%	0.500%	2/5/2014	2/19/2016	245,000.00	245,167.83	245,000.00
CUSTOMERS BANK	23204HAR9	0.500%	0.500%	2/4/2014	2/26/2016	245,000.00	245,169.54	245,000.00
GOLDMAN SACHS BANK USA	38147JUN0	0.500%	0.500%	2/24/2014	3/7/2016	245,000.00	245,173.46	245,000.00
BANK OF BARODA	06062AT82	0.500%	0.500%	3/30/2015	3/30/2016	248,000.00	248,292.14	248,000.00
BANK OF CHINA (NY)	06426TDY2	0.500%	0.500%	4/1/2015	4/1/2016	248,000.00	248,293.63	248,000.00
ONE WORLD BANK (Direct Deposit Frost #6702)	Direct deposit	0.850%	0.850%	4/4/2013	4/3/2016	249,000.00	249,000.00	249,000.00
IBERIA BANK LA	45083ACX8	0.550%	0.550%	5/28/2014	5/31/2016	245,000.00	245,351.82	245,000.00
FIRST CITRUS BANK	319590BT1	0.650%	0.650%	4/22/2014	11/9/2016	249,000.00	249,743.51	249,000.00
FIRST BANK PUERTO RICO	33767AFZ9	0.950%	0.950%	11/24/2014	11/28/2016	249,000.00	249,601.58	249,000.00
AMERICAN EXPR CENTURION	02587DWN4	1.050%	1.050%	12/5/2014	12/5/2016	245,000.00	245,968.98	245,000.00
PEOPLE UNITED BANK	71270QKU9	1.000%	1.000%	12/10/2014	12/12/2016	248,000.00	248,550.31	248,000.00
DISCOVER BANK	254671G38	0.950%	0.500%	2/10/2014	2/21/2017	245,000.00	245,914.59	245,000.00
FIRST NIAGARA BANK NY	33583CNM7	0.900%	0.900%	3/27/2015	3/27/2017	248,000.00	248,163.18	248,000.00
ALLY BANK MIDVALE UTAH	02006ffb4	1.100%	1.100%	6/2/2014	6/12/2017	240,000.00	240,313.92	240,000.00
ORIENTAL BANK PUERTO RICO	686184VV1	1.200%	1.200%	7/17/2015	7/17/2017	248,000.00	247,607.66	248,000.00
COMENITY CAP BANK	20033AMM5	1.200%	1.200%	9/15/2015	9/14/2017	248,000.00	248,065.97	248,000.00
JP MORGAN CHASE BANK	48125T6f7	1.100%	1.100%	4/10/2015	10/10/2017	249,000.00	248,864.79	249,000.00
CAPITAL ONE BANK USA NA	140420SJ0	1.500%	1.500%	6/17/2015	6/18/2018	248,000.00	245,912.34	248,000.00
COMPASS BANK	20451PLT1	1.500%	1.500%	6/25/2015	6/25/2018	248,000.00	246,162.57	248,000.00
<b>TOTAL CERTIFICATES OF DEPOSIT</b>						<b>5,378,000.00</b>	<b>5,379,649.06</b>	<b>5,378,000.00</b>
<b><u>INVESTMENT POOLS</u></b>								
TEXPOOL		0.090%	0.058%		Daily	122,401.88	122,401.88	122,401.88
TEXAS CLASS - ALL ACCOUNTS		0.210%	0.150%		Daily	1,295,630.78	1,295,630.78	1,295,630.78
TEXAS TERM (BOND FUNDS)		0.130%	0.100%		Daily	4,317,328.47	4,317,328.47	4,317,328.47
<b>TOTAL INVESTMENT POOLS</b>						<b>5,735,361.13</b>	<b>5,735,361.13</b>	<b>5,735,361.13</b>
<b><u>CASH</u></b>								
CASH		0.00%	0.00%		Daily	3,280.00	3,280.00	3,280.00
FROST		0.00%	0.00%		Daily	5,141,151.73	5,141,151.73	5,141,151.73
WELLS FARGO		0.12%	0.12%		Daily	4,298,433.97	4,298,433.97	4,298,433.97
<b>TOTAL CASH</b>						<b>9,442,865.70</b>	<b>9,442,865.70</b>	<b>9,442,865.70</b>
<b>TOTAL CASH AND INVESTMENTS</b>						<b>\$35,966,226.83</b>	<b>\$36,015,786.09</b>	<b>\$36,034,883.00</b>

**CITY OF HALTOM CITY**  
**QUARTERLY INVESTMENT REPORT**  
 July 1, 2015 to September 30, 2015  
 Change in Value

ISSUERS	CUSIP	YIELD	DATE	6/30/2015		9/30/2015		CHANGE IN
			PURCHASE	PAR VALUE	PAR VALUE	PAR VALUE	PAR VALUE	
			MATURITY	MARKET VALUE	PURCHASES	REDEMPTIONS	MARKET VALUE	MARKET VALUE
				BOOK VALUE			BOOK VALUE	BOOK VALUE
				\$	\$	\$	\$	\$
<b><u>AGENCIES</u></b>								
FHLB (Step)	3130A4UZ3	0.750%	4/30/2015	500,000.00		500,000.00		(500,000.00)
			7/30/2015	500,132.50				(500,132.50)
				500,000.00				(500,000.00)
FNMA	3135GONV1	0.233%	12/19/2014	250,000.00		250,000.00		(250,000.00)
			9/28/2015	250,210.00				(250,210.00)
				250,510.40				(250,510.40)
FHLMC	3134G6Q30	1.350%	6/29/2015	1,000,000.00		1,000,000.00		(1,000,000.00)
			9/29/2015	1,002,363.00				(1,002,363.00)
				1,000,000.00				(1,000,000.00)
FFCB	3133EDED0	0.318%	2/19/2014	500,000.00			500,000.00	0.00
			2/3/2016	500,594.00			500,580.50	(13.50)
				501,283.50			501,283.50	0.00
FHLB	3130AOSD3	0.322%	2/19/2014	500,000.00			500,000.00	0.00
			2/19/2016	500,308.50			500,214.50	(94.00)
				500,532.12			500,532.12	0.00
FNMA	3136FPET0	0.387%	2/19/2014	500,000.00			500,000.00	0.00
			3/10/2016	505,924.50			503,759.00	(2,165.50)
				516,500.00			516,500.00	0.00
FNMA	3135GOVA8	0.367%	2/19/2014	500,000.00			500,000.00	0.00
			3/30/2016	500,640.00			500,640.50	0.50
				501,402.25			501,402.25	0.00
FHLB	3133834R9	0.375%	5/28/2014	500,000.00			500,000.00	0.00
			6/24/2016	499,869.50			499,981.00	111.50
				499,757.97			499,757.97	0.00

**CITY OF HALTOM CITY**  
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 Change in Value

ISSUERS	CUSIP	YIELD	DATE	6/30/2015		9/30/2015		CHANGE IN
			PURCHASE DATE	PAR VALUE	MARKET VALUE	PURCHASES	REDEMPTIONS	PAR VALUE
				BOOK VALUE		BOOK VALUE		BOOK VALUE
				\$	\$	\$	\$	\$
FHLB	313373SZ6	0.403%	5/28/2014	500,000.00			500,000.00	0.00
			6/10/2016	508,171.00			505,891.50	(2,279.50)
				517,399.15			517,399.15	0.00
FFCB	3133EEFA3	0.742%	12/19/2014	500,000.00			500,000.00	0.00
			12/15/2016	500,837.50			501,375.50	538.00
				499,784.00			499,784.00	0.00
FNMA	3135G0GY3	1.237%	12/22/2014	500,000.00			500,000.00	0.00
			1/30/2017	505,287.00			504,744.50	(542.50)
				505,211.88			505,211.88	0.00
FHLMC	3134G5W76	0.750%	12/30/2014	500,000.00			500,000.00	0.00
			12/30/2016	499,722.00			500,063.50	341.50
				500,000.00			500,000.00	0.00
FHLB	313376SG1	0.787%	12/22/2014	500,000.00			500,000.00	0.00
			1/30/2017	505,093.00			504,647.00	(446.00)
				504,094.00			504,094.00	0.00
FHLMC	3134G6SL8	1.000%	4/27/2015	500,000.00			500,000.00	0.00
			10/27/2017	499,547.00			500,288.50	741.50
				500,000.00			500,000.00	0.00
FHLMC	3134g6UJ0	1.200%	4/30/2015	1,000,000.00			1,000,000.00	0.00
			4/27/2018	998,175.00			1,000,065.00	1,890.00
				1,000,000.00			1,000,000.00	0.00
FHLMC	3134G6VS9	1.150%	5/14/2015	1,000,000.00			1,000,000.00	0.00
			5/14/2018	996,434.00			998,650.00	2,216.00
				1,000,000.00			1,000,000.00	0.00

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 Change in Value

ISSUERS	CUSIP	YIELD	DATE	6/30/2015		9/30/2015		CHANGE IN
			PURCHASE DATE	PAR VALUE	MARKET VALUE	PURCHASES	REDEMPTIONS	PAR VALUE
				BOOK VALUE			BOOK VALUE	BOOK VALUE
				\$	\$	\$	\$	\$
FHLB (Step)	3130A4ZX3	0.500%	5/14/2015	1,000,000.00			1,000,000.00	0.00
			5/14/2018	998,995.00			1,000,249.00	1,254.00
				1,000,000.00			1,000,000.00	0.00
								0.00
FNMA	3135G0E25	1.250%	5/18/2015	1,000,000.00			1,000,000.00	0.00
			5/18/2018	999,134.00			1,001,318.00	2,184.00
				1,000,000.00			1,000,000.00	0.00
FHLMC	3134G6WU3	1.200%	5/21/2015	1,000,000.00			1,000,000.00	0.00
			5/21/2018	999,229.00			1,001,311.00	2,082.00
				1,000,000.00			1,000,000.00	0.00
FHLB Note	3130A5L80	1.300%	6/29/2015	1,000,000.00			1,000,000.00	0.00
			6/29/2018	1,002,909.00			1,004,351.00	1,442.00
				1,000,000.00			1,000,000.00	0.00
FHLB Note	3130A5NV7	1.500%	7/16/2015		500,000.00		500,000.00	500,000.00
			7/16/2018				500,246.50	500,246.50
							500,000.00	500,000.00
FHLMC	3134G7MC2	1.400%	8/17/2015		1,000,000.00		1,000,000.00	1,000,000.00
			8/17/2018				1,001,482.00	1,001,482.00
							1,000,000.00	1,000,000.00
FNMA	3136G2LS4	1.300%	9/28/2015		1,000,000.00		1,000,000.00	1,000,000.00
							1,003,112.00	1,003,112.00
							1,000,000.00	1,000,000.00

**CITY OF HALTOM CITY**  
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 July 1, 2015 to September 30, 2015  
 Change in Value

ISSUERS	CUSIP	YIELD	DATE	6/30/2015	9/30/2015	CHANGE IN	
			PURCHASE	PAR VALUE	PAR VALUE	PAR VALUE	
			MATURITY	MARKET VALUE	MARKET VALUE	MARKET VALUE	
			BOOK VALUE	PURCHASES	REDEMPTIONS	BOOK VALUE	BOOK VALUE
			\$	\$	\$	\$	\$
<b><u>MUNICIPAL SECURITIES</u></b>							
TEMPLE TEXAS TAX NOTES	880064ZJ2	0.600%	1/4/2013	500,000.00			(500,000.00)
			8/1/2015	501,565.00			(501,565.00)
				543,140.00			(543,140.00)
DOWNTOWN DALLAS TX DEV AUTH	261149BHO	0.980%	3/6/2013	1,000,000.00		1,000,000.00	(1,000,000.00)
			8/15/2015	997,850.00			(997,850.00)
				976,070.00			(976,070.00)
ARLINGTON TX GENERAL OBLIGATIO	041796fz1	0.400%	3/10/2014	100,000.00		100,000.00	0.00
			8/15/2016	101,920.00		101,624.00	(296.00)
				105,074.00		105,074.00	0.00
NEW YORK STATE DORM AUTH ST II	6499027J6	0.350%	12/19/2014	110,000.00		110,000.00	0.00
			8/15/2016	111,582.90		111,432.20	(150.70)
				111,972.30		111,972.30	0.00
WESTERVILLE OHIO CITY SCH DIST	F96003IAF9	0.700%	12/19/2014	250,000.00		250,000.00	0.00
			12/1/2016	258,542.50		257,390.00	(1,152.50)
				261,037.50		261,037.50	0.00
HARRIS COUNTY TX FLOOD CONTR	(4140185J6	1.045%	12/22/2014	950,000.00		950,000.00	0.00
			10/1/2017	952,099.50		954,493.50	2,394.00
				954,607.50		954,607.50	0.00
<b><u>CERTIFICATES OF DEPOSIT</u></b>							
CATHAY BANK	149159HZ1	0.550%	7/9/2013	245,000.00		245,000.00	(245,000.00)
			7/27/2015	245,067.13			(245,067.13)
				245,000.00			(245,000.00)
BANK OF AMERICA (Check)		0.150%	10/9/2015	99,000.00		99,000.00	0.00
			10/9/2015	99,000.00		99,000.00	0.00
				99,000.00		99,000.00	0.00

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ISSUERS	CUSIP	YIELD	DATE	6/30/2015		9/30/2015		CHANGE IN
			PURCHASE	PAR VALUE	PAR VALUE	PAR VALUE	PAR VALUE	
			MATURITY	MARKET VALUE	PURCHASES	REDEMPTIONS	MARKET VALUE	MARKET VALUE
				BOOK VALUE			BOOK VALUE	BOOK VALUE
				\$	\$	\$	\$	\$
INTER BANK (Park Cites Bank)(Check)		0.650%	2/1/2014	99,000.00			99,000.00	0.00
			2/1/2016	99,000.00			99,000.00	0.00
				99,000.00			99,000.00	0.00
TRISTATE CAPITAL BANK	89677DDR4	0.500%	2/4/2014	245,000.00			245,000.00	0.00
			2/8/2016	245,484.61			245,164.15	(320.46)
				245,000.00			245,000.00	0.00
BMW BANK OF NORTH AMERICA	05568P6T9	0.500%	2/7/2014	245,000.00			245,000.00	0.00
			2/16/2016	245,169.54			245,167.09	(2.45)
				245,000.00			245,000.00	0.00
WASHINGTON TRUST WESTERLY	9400637FR7	0.500%	2/5/2014	245,000.00			245,000.00	0.00
			2/19/2016	245,167.09			245,167.83	0.74
				245,000.00			245,000.00	0.00
CUSTOMERS BANK	23204HAR9	0.500%	2/4/2014	245,000.00			245,000.00	0.00
			2/26/2016	245,511.81			245,169.54	(342.27)
				245,000.00			245,000.00	0.00
GOLDMAN SACHS BANK USA	38147JUN0	0.500%	2/24/2014	245,000.00			245,000.00	0.00
			3/7/2016	245,143.57			245,173.46	29.89
				245,000.00			245,000.00	0.00
BANK OF BARODA	06062AT82	0.500%	3/30/2015	248,000.00			248,000.00	0.00
			3/30/2016	248,255.19			248,292.14	36.95
				248,000.00			248,000.00	0.00
BANK OF CHINA (NY)	06426TDY2	0.500%	4/1/2015	248,000.00			248,000.00	0.00
			4/1/2016	248,253.46			248,293.63	40.17
				248,000.00			248,000.00	0.00

**CITY OF HALTOM CITY**  
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July 1, 2015 to September 30, 2015  
**Change in Value**

ISSUERS	CUSIP	YIELD	DATE	6/30/2015		9/30/2015		CHANGE IN
			PURCHASE DATE	PAR VALUE	MARKET VALUE	PURCHASES	REDEMPTIONS	PAR VALUE
				BOOK VALUE			BOOK VALUE	BOOK VALUE
				\$	\$	\$	\$	\$
ONE WORLD BANK	Direct deposit	0.850%	4/4/2013	249,000.00			249,000.00	0.00
			4/3/2016	249,000.00			249,000.00	0.00
				249,000.00			249,000.00	0.00
IBERIA BANK LA	45083ACX8	0.550%	5/28/2014	245,000.00			245,000.00	0.00
			5/31/2016	245,218.30			245,351.82	133.52
				245,000.00			245,000.00	0.00
FIRST CITRUS BANK	319590BT1	0.650%	4/22/2014	249,000.00			249,000.00	0.00
			11/9/2016	249,817.72			249,743.51	(74.21)
				249,000.00			249,000.00	0.00
FIRST BANK PUERTO RICO	33767AFZ9	0.950%	11/24/2014	249,000.00			249,000.00	0.00
			11/28/2016	249,670.31			249,601.58	(68.73)
				249,000.00			249,000.00	0.00
AMERICAN EXPR CENTURION	02587DWN4	1.050%	12/5/2014	245,000.00			245,000.00	0.00
			12/5/2016	246,128.47			245,968.98	(159.49)
				245,000.00			245,000.00	0.00
PEOPLE UNITED BANK	71270QKU9	1.000%	12/10/2014	248,000.00			248,000.00	0.00
			12/12/2016	248,631.16			248,550.31	(80.85)
				248,000.00			248,000.00	0.00
DISCOVER BANK	254671G38	0.500%	2/10/2014	245,000.00			245,000.00	0.00
			2/21/2017	246,132.64			245,914.59	(218.05)
				245,000.00			245,000.00	0.00
FIRST NIAGARA BANK NY	33583CNM7	0.900%	3/27/2015	248,000.00			248,000.00	0.00
			3/27/2017	248,289.91			248,163.18	(126.73)
				248,000.00			248,000.00	0.00

**CITY OF HALTOM CITY**  
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ISSUERS	CUSIP	YIELD	DATE	6/30/2015	PURCHASES	REDEMPTIONS	9/30/2015	CHANGE IN
			PURCHASE DATE	PAR VALUE			PAR VALUE	PAR VALUE
			MATURITY	MARKET VALUE			MARKET VALUE	MARKET VALUE
			BOOK VALUE	BOOK VALUE			BOOK VALUE	BOOK VALUE
				\$	\$	\$	\$	\$
ALLY BANK MIDVALE UTAH	020061fb4	1.100%	6/2/2014	240,000.00			240,000.00	0.00
			6/12/2017	240,565.68			240,313.92	(251.76)
				240,000.00			240,000.00	0.00
JP MORGAN CHASE BANK	48125T6f7	1.100%	4/10/2015	249,000.00			249,000.00	0.00
			10/10/2017	249,096.36			248,864.79	(231.57)
				249,000.00			249,000.00	0.00
CAPITAL ONE BANK USA NA	140420SJ0	1.500%	6/17/2015	248,000.00			248,000.00	0.00
			6/18/2018	246,229.28			245,912.34	(316.94)
				248,000.00			248,000.00	0.00
COMPASS BANK	20451PLT1	1.500%	6/25/2015	248,000.00			248,000.00	0.00
			6/25/2018	246,521.18			246,162.57	(358.61)
				248,000.00			248,000.00	0.00
ORIENTAL BANK PUERTO RICO	686184VV1	1.200%	7/17/2015		248,000.00		248,000.00	248,000.00
			7/17/2017				247,607.66	247,607.66
							248,000.00	248,000.00
COMENITY CAP BANK	20033AMM5	1.200%	9/15/2015		248,000.00		248,000.00	248,000.00
			9/14/2017				248,065.97	248,065.97
							248,000.00	248,000.00

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ISSUERS	CUSIP	YIELD	DATE	6/30/2015	9/30/2015	CHANGE IN		
			PURCHASE	PAR VALUE	PAR VALUE	PAR VALUE		
			MATURITY	MARKET VALUE	MARKET VALUE	MARKET VALUE		
			BOOK VALUE	PURCHASES	REDEMPTIONS	BOOK VALUE	BOOK VALUE	
			\$	\$	\$	\$	\$	
<b><u>INVESTMENT POOLS</u></b>								
TEXPOOL	99-10302	0.050% Daily	122,387.66	14.22		122,401.88	14.22	
			122,387.66			122,401.88	14.22	
			122,387.66			122,401.88	14.22	
TEXAS CLASS - ALL ACCOUNTS	99-10305	0.120% Daily	2,219,167.43		923,536.65	1,295,630.78	(923,536.65)	
			2,219,167.43			1,295,630.78	(923,536.65)	
			2,219,167.43			1,295,630.78	(923,536.65)	
TEXAS TERM	99-10303	0.090% Daily	4,316,098.09	1,230.38		4,317,328.47	1,230.38	
			4,316,098.09			4,317,328.47	1,230.38	
			4,316,098.09			4,317,328.47	1,230.38	
<b><u>CASH</u></b>								
CASH			3,280.00			3,280.00	0.00	
			3,280.00			3,280.00	0.00	
			3,280.00			3,280.00	0.00	
FROST			5,655,649.15		514,497.42	5,141,151.73	(514,497.42)	
			5,655,649.15			5,141,151.73	(514,497.42)	
			5,655,649.15			5,141,151.73	(514,497.42)	
WELLS FARGO	99-10304	0.120% Daily	4,600,555.43		302,121.46	4,298,433.97	(302,121.46)	
			4,600,555.43			4,298,433.97	(302,121.46)	
			4,600,555.43			4,298,433.97	(302,121.46)	
<b>TOTAL CASH AND INVESTMENTS</b>			<b>PAR VALUE</b>	<b>38,204,137.76</b>	<b>2,997,244.60</b>	<b>5,235,155.53</b>	<b>35,966,226.83</b>	<b>(2,237,910.93)</b>
			<b>MARKET VALUE</b>	<b>38,245,626.57</b>			<b>36,015,786.09</b>	<b>(2,229,840.48)</b>
			<b>BOOK VALUE</b>	<b>38,292,514.33</b>			<b>36,034,883.00</b>	<b>(2,257,631.33)</b>

## CITY COUNCIL MEMORANDUM

<b>City Council Meeting:</b>	<b>October 26, 2015</b>
<b>Department:</b>	<b>Public Works</b>
<b>Subject:</b>	<b>Capital Improvements and Construction Status Report</b>

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**\* Projects Under Construction:**

**❖ McLean Road (now Glenview Drive) Reconstruction Project**

- Project Awarded: March 11, 2013
- Contractor: Tiseo Paving Company
- Award Amount: \$3,778,100.37
- Project Limits: Beach Street to Haltom Road
- Notice to Proceed: May 6, 2013
- % Complete: Approximately 99%

The project includes replacing the existing water mains and services, sanitary sewer main and services, storm drain, roadway sections and adding sidewalks on both sides of the roadway. The project also included purchasing the necessary right-of-way to construct a four-lane road.

The only remaining construction item is the bypass vault (which is 50% complete) and the upgrading of the railroad signal controls.<sup>1</sup>

Since the last Status Report there have not been any change orders. (Note: this project has had one change order to date.)

**❖ Backage Roads, Northern Cross Boulevard, Haltom Road and Old Denton Road Reconstruction Project**

- Project Awarded: September 23, 2013
- Contractor: Tiseo Paving Company
- Award Amount: \$13,964,527.20
- Project Limits: Beach Street to the Union Pacific Railroad
- Notice to Proceed: November 2013
- % Complete: Approximately 95%

The project includes replacing existing and constructing new water mains, sanitary sewer mains, storm drain facilities and street sections. All roadways are open; however, some roadways have lane reductions as Tiseo continues to install stamped concrete at the intersections throughout the project. The electric services for the traffic

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<sup>1</sup> Staff has learned of the Union Pacific Railroad’s desire to “double track” their rail line in this area (Fort Worth to Keller). As such, staff is trying to contact the UPR to see if they will pay/share in the costs to construct a signal control system that will accommodate the future double tracking.

signals at Loop 820 & Haltom Road have all been relocated and all turn lanes on the Loop 820 Frontage Road at Haltom Road are open at full width. Presently, the outstanding construction items (besides the above indicated stamped concrete) are the installation of the remaining landscaping, the installation of the remaining street lighting units, and the completion of the installation of sidewalks and handicap ramps throughout the project.

At the time of the last Status Report, staff was obtaining accident reports for the intersection of Beach Street and Northern Cross Boulevard as the number and types of accidents at an intersection is one of the warrants for the installation of traffic signals. Staff has obtained this data and provided it to Fort Worth staff. Fort Worth staff now agrees that traffic signals are warranted at this intersection. Staff is presently drafting an interlocal agreement that will address each Cities' costs and responsibilities. This interlocal agreement will be presented to the City Council at a later date.

Presently, all concrete has been placed; however, there are small sections of concrete that will need to be removed and replaced. Additionally, there are at least two (2) drainage issues that will need to be addressed. The main work that needs to be completed is the construction of the four (4) monuments. Once the above indicated work has been completed, a final walkthrough will be conducted.

Since the last Status Report (July 27, 2015), there have not been any change orders on the project.

❖ **Webster Street Reconstruction Project**

- Project Awarded: February 10, 2014
- Contractor: McClendon Construction Company
- Award Amount: \$3,381,683.80
- Project Limits: On Webster Street – Haltom Road to Denton Highway  
On Haltom Road – between Doyle Street and Monett Street
- Notice to Proceed: April 1, 2014
- % Complete: Approximately 99%

The project includes replacing the existing water mains, sanitary sewer mains, a significant upgrade to the drainage system and new reinforced concrete pavement.

A final walk-through has been conducted and presently the contractor is working on the items identified during this inspection.

No change orders have been issued on this project.

❖ **Realignment of US 377 at Belknap Street**

- Project Awarded: TxDOT Awarded the Project
- Contractor: Ragle Construction, Inc.
- Award Amount: \$4,198,919.20

- Project Limits: Intersection of US 377 and Belknap Street
- Notice to Proceed: October 20, 2014
- % Complete: 26% (per TxDOT)

The realignment of the intersection at US 377/Denton Highway and Belknap Street is a TxDOT project. This 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.

To date, most of the work has occurred on the south side and south of Belknap Street. In the last Status Report, staff had indicated two (2) major issues that were discovered at the time of writing the last Status Report. These items were:

1. The contractor (Ragle, Inc.) had discovered concrete paving below both Belknap Street & US 377. (The Geotechnical Report provided by the City's design consultant did not come across any of this concrete during their site boring operations.)
2. Three (3) AT&T lines were discovered along the south side of Belknap Street. The existence of these lines and their location was unknown prior to uncovering them during the construction of the new water main in this area.

Since the last Status Report, AT&T has relocated their three (3) lines that were in conflict with the project. Regarding the concrete that was discovered below both Belknap Street & US 377, staff, the engineering consultant and TxDOT are trying to determine the appropriate value for the concrete removal.

Since the last Status Report there have been two (2) change orders on this project:

1. Potholing future infrastructure locations (to avoid potential public utility company conflicts) / \$7,542.45; and
2. Installation of the "Haltom City standard manhole ring and covers" on Haltom City infrastructure located outside of TxDOT Right-of-Way / \$4,134.18.

#### ❖ **Spring Lake Sanitary Sewer Replacement**

- Project Awarded: October 27, 2014
- Contractor: Wildstone Construction
- Award Amount: \$1,367,906.00
- Project Limits: West of Haltom Road (beginning at the intersection of Saucer Drive and Knowledge Street) to east of Denton Highway (ending at the 24" diameter sanitary sewer trunk main along the west side of Big Fossil Creek)
- Notice to Proceed: December 15, 2014
- % Complete: 99%

The project consists of the installation of approximately 5,500 lineal feet of 10" diameter through 18" diameter sanitary sewer pipe along with the associated manholes, pavement repair, etc.

A final walk-through has been conducted and presently the contractor is working on the items identified during this inspection.

Since the last Status Report there have not been any change orders. (Note: this project has had one change order (\$6,160) to date.)

❖ **Safe Routes to School Project**

- Project Awarded: May 13, 2013
- Contractor: C. Green Scaping, L.P.
- Award Amount: \$1,052,561.60
- Project Limits: throughout Haltom City
- % Complete: 100%

This project consisted of installing approximately seven (7) miles of sidewalks and associated improvements. The construction costs are one hundred percent (100%) reimbursable through a federal grant that is administered by the State (TxDOT).

Presently, TxDOT is obtaining the information they need in order to conduct the final audit. Once this audit is complete, TxDOT will refund Haltom City the outstanding retaining amount that was paid to the contractor after completion of construction.

❖ **Traffic Signals at the Intersection of US 377 & Madge Place**

- Project Awarded: TxDOT Awarded the Project
- Contractor: Durable Specialties, Inc.
- Award Amount: \$110,584.00
- Project Limits: Intersection of US 377 & Madge Place
- Notice to Proceed: April 2, 2015
- % Complete: 99%

The project's construction includes the installation of traffic signals at the intersection of US 377 & Madge Place. Presently, the traffic signals are fully functional and TxDOT is preparing the final "close-out" paperwork.

No change orders have been issued on this project.

\*Note: For this project, Quine & Associates (Haltom Plaza property owner) entered into a development agreement with the City to be responsible for the project's engineering and construction costs.

❖ **Drainage Improvements: Northern Cross Boulevard and Old Denton Road**

- Project Awarded: July 13, 2015
- Contractor: Environmental Safety Services, Inc.
- Award Amount: \$443,551.20
- Project Limits: East of the Northern Cross Boulevard dead end
- Notice to Proceed: September 2, 2015
- % Complete: 50%

The project's construction will include the installation of both soft armoring (grassing) and hard armoring (concrete baffle blocks & Flexamat) of a large drainage basin east of the Northern Cross Boulevard dead end.

Presently, the re-shaping drainage channel that runs parallel to Northern Cross Boulevard is complete. The contractor is currently working on the outfall behind the VFW. Recently, progress has been slowed due to a conflict with an existing gas main. A solution to this conflict (gas main was not as deep as anticipated) has been approved by the pipeline company and a flowable fill "cap" will be placed on top of the gas main in a specific area. This solution may result in a change order; however, because the amount of fill needed is considerably less than estimated, this change order should be close to being cost neutral.

No change orders have been issued on this project.

❖ **Little Fossil Creek Flood Mitigation Project**

On August 27, 2007, the Council approved the Project Cooperation Agreement (PCA) with the US Army Corps of Engineers (USACE). The PCA is a contract between the City and USACE that describes the contractual requirement and funding commitments of both parties.

The first phase (from Haltom City's south city limits north to Thomas Road) has basically been completed. The USACE is preparing the project's close-out documentation and has estimated a refund back to the City in the approximate amount of \$310,000.

The second phase is the replacement of the Carson Street bridge structure (while leaving the SH 121 bridge structure in place during construction). TxDOT has recently sent the City an Amendment to the initial Advance Funding Agreement and staff is currently reviewing this document.

❖ **Little Fossil Linear Park**

- Project Awarded: February 26 2015
- Contractor: Scott Tucker Construction Company
- Award Amount: \$605,594.00
- Project Limits: Thomas Road to State Highway 121
- Notice to Proceed: March 2, 2015
- % Complete: Approximately 95%

The project includes the construction of patron parking, picnic pavilion, play units, a restroom facility and a linear trail. A final walk-through has been conducted and presently the contractor is working on the items identified during this inspection.

Since the last Status Report there have been four (4) change order items on this project:

1. Installation of a quick connect coupler / \$329.00;
2. Crane use for the installation of the bathrooms / \$960.00;
3. Payment to Oncor to de-energize the power lines at/around the bathrooms during installation / \$1,334.27; and

4. Additional concrete and decomposed granite for bench stations / \$600.00.<sup>2</sup>

❖ **Whites Branch Park**

- Project Awarded: February 26, 2015
- Contractor: Scott Tucker Construction Company
- Award Amount: \$272,000.00
- Project Limits: Whites Branch Park
- Notice to Proceed: March 2, 2015
- % Complete: Approximately 90%

The project includes the expansion of the existing parking lot and the construction of a permanent restroom facility. A final walk-through has been conducted and presently the contractor is working on the items identified during this inspection.

Since the last Status Report there has been one change order item on this project:

- Crane use for the installation of the bathrooms / \$960.00.

❖ **Clay Avenue Reconstruction Project**

- Project Awarded: < Not Applicable; Project is a joint project with Mercantile Partners, L.P. >
- Contractor: North Texas Contracting
- Award Amount: \$804,603.50
- Project Limits: Beach Street to ~1,000 ft. East
- Notice to Proceed: September 1, 2015
- % Complete: 35%

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.

No change orders have been issued on this project.

❖ **Oakwood Street Reconstruction Project**

- Project Awarded: < Project has not been awarded; Bid Opening was September 23, 2015 >
- Contractor: McClendon Construction Company
- Award Amount: \$967,385.75
- Project Limits: N.E. 28<sup>th</sup> Street to Walthall Street
- Notice to Proceed: < To be issued by Tarrant County; anticipated to be at/around the first of the year >
- % Complete: < 0%; Tarrant County has not awarded the project >

This project includes the replacement of the existing water main and sanitary sewer main. Additionally, the existing asphalt pavement section will be replaced with a concrete section.

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<sup>2</sup> Both Parks Department projects were designed and bid in a manner such that the costs of these items would allow the project to absorb the indicated changes without increasing the overall project's costs.

❖ **Orval Court**

Orval Court was not a CIP Project; however, its condition had to be improved. In-house staff (PW Construction Division and PW Street Division) replaced the water main, sanitary sewer main (short segment), stabilized the subgrade and placed 6” of asphalt paving (4” of binder asphalt and 2” of surface asphalt). The project’s estimated costs and actual costs are as follows:

<b>Construction Item</b>	<b>Estimated Cost</b>	<b>Actual Cost</b>
Water & Sanitary Sewer	\$ 15,000	\$ 15,094
Concrete Work (by contractor)	35,000	4,600
Lime (for subgrade stabilization)	8,000	6,500
Asphalt	45,000	49,633
<b>Totals</b>	<b>\$ 103,000</b>	<b>\$ 75,827</b>

★ **Projects Under Design:**

❖ **2013 Capital Improvement Plan Street Capital Improvements**

(The Council awarded an Engineering Services contract to Teague, Nall, and Perkins, Inc. to prepare the necessary documents to reconstruct various streets.)

- The Streets, Project Limits & % Complete for Design is as follows:
  - Montreal Circle/Vicki Street (Denton Hwy to Revere Street) 95%
  - Cheryl Street (Monna Street to Nadine Drive) 90%
  - Montreal Circle/Vicki Street (Denton Hwy to Revere Street) 90%\*
  - Joy Lee (Earle to Dead End) 85%\*
  - Ray Drive West and Ray Court 85%\*
  - Swan Street (Joy Lee Street to Katrine Street) 85%\*

\*Note: Due to funding constraints, these projects are currently “on hold”.

★ **Projects On Hold:**

❖ **Water and Sanitary Sewer Improvements**

(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. However, due to funding constraints, these projects are currently “on hold”.)

- Project Limits:
  - Diamond Oaks North/South Water Main Rehab – Denton Hwy to Golden Oaks Drive
  - Starlight Drive Water Main Rehab – Denton Hwy to Glenview Drive
  - Denton Hwy Water Main Rehab – Webster Street to Starlight Drive
  - Glenview Drive Water Main Rehab – Denton Hwy to Starlight Drive
  - Norvell Drive Water Main Rehab – Glenview Drive to Starlight Drive
  - Denton Hwy Sewer Main Rehab – Broadway Avenue to Glenview Drive

## CITY COUNCIL MEMORANDUM

**City Council Meeting:** October 26, 2015

**Department:** City Secretary

**Subject:** Minutes of October 12, 2015, October 13, 2015, October 15, 2015, and October 16, 2015.

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### BACKGROUND

On October 12, 2015, a Regular Meeting was held at City Hall, 5024 Broadway Avenue; on October 13, 2015, a Joint Meeting was held with the Parks Board at the NE Center, 3201 Friendly Lane; on October 15, 2015, a Worksession was held at the NE Center, 3201 Friendly Lane; on October 16, 2015, a Special Meeting was held at City Hall, 5024 Broadway Avenue.

### FISCAL IMPACT

None.

### RECOMMENDATION

Staff recommends the City Council approve the Minutes of the meetings of October 12, 2015, October 13, 2015, October 15, 2015 and October 16, 2015.

### ATTACHMENTS

October 12, 2015 Minutes  
October 13, 2015 Minutes  
October 15, 2015 Minutes  
October 16, 2015 Minutes

**MINUTES  
HALTOM CITY COUNCIL MEETING  
CITY HALL, 5024 BROADWAY AVENUE  
October 12, 2015**

A Regular Meeting was held by the City Council of the City of Haltom City, Texas, on October 12, 2015, at 7:00 p.m. at City Hall, 5024 Broadway Avenue, Haltom City, Texas, with the following members present:

Mayor David Averitt	Mayor Pro Tem Bob Watkins
Council Place 1 Jeannine Nunn	Council Place 2 Walter Grow
Council Place 3 Scott Garrett	Council Place 4 Trae Fowler
Council Member 6 Stephanie Davenport	Council Place 7 Dr. An Truong

Staff Present: Tom Muir, City Manager; Chuck Barnett, Assistant City Manager; Wayne Olson, City Attorney; Art Camacho, City Secretary; Jennifer Fung, Finance Director; Justin French, Planning and Community Development Director, Keith Lane, Public Safety Director; and Greg Van Nieuwenhuize, Public Works Director.

**WORKSESSION**

**CALL TO ORDER**

Mayor David Averitt called the Worksession to order at 6:03 p.m. Greg Van Nieuwenhuize, Public Works Director, addressed the Council regarding the Oakwood Street Reconstruction Project. A discussion was held concerning the percentage of federal funding for the CDBG project, the timeframe and project area, and the final bid award winner – McClendon Construction. Mayor Averitt addressed the Council in regard to community engagements and a discussion on various community activities and a discussion on having quality functions was held. This item will be discussed at the November Worksession. The Consent Agenda was reviewed and Mayor Pro Tem Bob Watkins requested Agenda Item # 2 – *Day Labor Ordinance* – be moved to the Regular Agenda. The Regular Agenda was reviewed and no changes were made. Mayor Averitt closed the Worksession at 6:36 p.m. and called for an Executive Session.

**EXECUTIVE SESSION**

**Section 551.071**

**As authorized by Chapter 551 of the Texas Government Code, the City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from the City Attorney about any matters listed on the agenda, in addition to the following matters:**

Consultation with the City Attorney pertaining to any matter in which the duty of the City Attorney under the Texas Disciplinary Rules of Professional Conduct which may conflict with the Open Meetings Act; including discussion of any item posted on the Agenda; to seek legal advice on: open meetings, open records, contracts, expenditures and oversight of the Haltom City Economic Development Corporation, enforcement action for zoning violation, litigation, and settlement offers and/or claims for the following cases:

- Donald Anthony Hains v. City of Haltom City
- Flynn v. Haltom City EDC
- Progressive County Mutual Ins. Co. v. City of Haltom City
- James H. Watson v. City of Haltom City
- Louis Engler v. City of Haltom City, et al.
- EEOC Charge No. 450-2015-01583.

## **Section 551.072 – Deliberations about Real Property**

Deliberation regarding the purchase, exchange, lease or value of real property owned or leased by the City and the Economic Development Corporation.

## **Section 551.074 - Personnel**

Deliberation regarding the appointment, employment, evaluation, reassignment, resignation, duties, discipline or dismissal of the City Manager.

Mayor Averitt closed the Executive Session at 7:05 p.m.

## **REGULAR MEETING**

### **CALL TO ORDER**

Mayor Averitt called the meeting to order at 7:08 p.m.

### **INVOCATION/PLEDGE OF ALLEGIANCE**

Mayor Pro Tem Watkins introduced Stephanie Gilfeather, of St. Luke Methodist Church, who gave the Invocation and Mayor Pro Tem Watkins led the Pledge of Allegiance and the Texas Flag Pledge.

### **ANNOUNCEMENTS AND EVENTS**

Council Member Stephanie Davenport announced the following:

#### **LIBRARY**

Family Movie Night - Monday, October 12, 6:30 p.m. - Movie: *Haunted Mansion*

Craft Saturdays - Christmas Crafts - Saturday, October 17, 10 a.m. – noon, \$5 plus supplies; Adult: 18 years & older. Call or visit website for details on crafts.

Pumpkin Decorating Contest - Deadline: October 22<sup>nd</sup> - Real, artificial, handmade - ages: 5 - adult

Breakfast at Applebee's - Saturday, October 24, 8 – 10 a.m.

Hosted by the Friends of the Haltom City Public Library. Purchase tickets at the library.

Howlin' Halloween - Thursday, October 29<sup>th</sup> at 6:30 p.m. – Not-so-scary movies, puppet show, and trick or treating.

Story Times - Thursdays, 11–11:45 a.m., for ages three & older - Fridays, 10:30 – 11:15 a.m., for ages two & younger.

Veterans Support Group - 2<sup>nd</sup> & 4<sup>th</sup> Mondays of the month, 6 – 7 p.m.

GED Classes - Tuesdays, Wednesdays & Thursdays, 5 – 8 p.m.

Special Election - Haltom City will be conducting a Special Election to submit proposed amendments to the City Charter to the voters on Tuesday, November 3<sup>rd</sup>. Voting shall be conducted on Election Day between the hours of 7 a.m. and 7 p.m. at polling places that can be found on the city website. Early Voting will begin on October 19<sup>th</sup> and will conclude on October 30<sup>th</sup> at various Tarrant County polling locations. The polling places can be found on a link to Tarrant County Elections on the City Secretary's webpage also on the city website at [www.haltomcitytx.com](http://www.haltomcitytx.com).

### **COMMUNITY PROJECTS**

Keep Haltom City Beautiful is hosting the Trinity Trash Bash on Saturday, October 17, 2015 from 1 pm – 4 pm. It is a litter clean-up along a waterway and will be at Little Fossil Park and Haltom Road Park. Free t-shirts, snacks, door prizes will also be available and Boy or Girl Scouts can earn a badge through this event. Online Registration is available on [www.haltomcitytx.com](http://www.haltomcitytx.com) or citizens can call Julie Jenkins, Community Projects Coordinator, to volunteer themselves, their family, or their organization.

Keep Haltom City Beautiful will also be hosting the annual Tree Sale again this year. Trees purchased from Texas Trees are \$25 for a 5 gallon tree and the selection includes the Vitex, Crepe Myrtle, Chinquapin Oak and Monterrey Oak. You may order your tree online at [www.haltomcitytx.com](http://www.haltomcitytx.com) or call Julie Jenkins, Community Projects Coordinator. The tree sale ends Tuesday, October 27<sup>th</sup>.

Texas Arbor Day - Haltom City has been named as a Tree City USA and citizens are asked to attend the Texas Arbor Day Event on Saturday, November 7, 2015 from 10 am – 12 pm at the Haltom City Northeast Center. We are honored to welcome the Fort Worth Regional Forester, Courtney Blevins, with the Texas A&M Forest Service as well as guest speaker, HCPD Community Services Officer Trey Kerr. Citizens will also be able to pick up their tree from the Annual Tree Sale and the Haltom City Garden Club will be providing refreshments.

Crud Cruiser - On Saturday, November 7, 2015 from 9 am – 11 am, the Crud Cruiser from the Environmental Collection Center will be at the Haltom City Library collecting your household hazardous waste. You can drop off items like automotive fluids, batteries, cleaners & chemicals, cooking oil, lawn/garden/pool chemicals, light bulbs and paint.

**PRESENTATION** – “Senior Spirit Award” – Mayor Pro Tem Watkins and Senior Citizen Director Bobbi Arthur received the Senior Spirit Award.

**PROCLAMATION** – “National Friends of Libraries Week” – Friends of the Haltom City Public Library. Mayor Pro Tem Watkins presented the proclamation to the Friends of the Haltom City Library.

Council Member Scott Garrett addressed the citizens and expressed his apologies, not in particular to the essence of the content, but of the delivery manner of his passionate comments made in a prior meeting.

### **CONSENT AGENDA**

#### **Agenda Item # 2 – Day Labor Ordinance – was moved to the Regular Agenda.**

1. **Minutes** – Consideration and/or action regarding approval of the Minutes of the meetings of September 28, 2015.
3. **Panhandle Ordinance** – Consideration and/or action regarding approval of Ordinance No. O-2015-021-03 adopting the Panhandling Ordinance – **2<sup>nd</sup> Reading.**
4. **Water/Sewer Rate** – Consideration and/or action regarding approval of Ordinance No. O-2015-023-03 approving the water and sewer rates as referenced in Appendix C – Fee Schedule and amending future fees by resolution. **2<sup>nd</sup> Reading.**
5. **Ordinance No. O-2015-022-15 (Z-008-15)** – Consideration and/or action on the application of Wanda Lyons for approval of a Zoning Change request from “C-3” Commercial District to “SF-2” Single Family Residential located on Lot 4, Block 2 of the Shady Dell Addition being 0.215 acres of land located south of E. Belknap Street and west of Owens Street, locally known as 2013 Owens Street; and action on an amendment to O-2010-011-15, amending the Future Land Use Plan within the 2010 Comprehensive Land Use Plan – **2<sup>nd</sup> Reading.**
6. **Authorized Signatories** – Consideration and/or action regarding approval of Resolution No. R-2015-022-03 designating authorized signatories for all City financial transactions.

Council Member Trae Fowler moved, seconded by Council Member Dr. An Truong, to approve the Consent Agenda consisting of Items 1, 3, 4, 5 and 6. **The vote was unanimous. Motion carried.**

### **REGULAR AGENDA**

2. **Day Labor Ordinance** – Consideration and/or action regarding approval of Ordinance No. O-2015-020-03 adopting the Day Labor Ordinance – **2<sup>nd</sup> Reading.** Mayor Pro Tem Watkins requested this agenda item be moved from the Consent Agenda to the Regular Agenda in regard as to whether a business could be “grandfathered” under this ordinance. Mayor Averitt opened the agenda item for input from businesses affected by the new ordinance. Bill Greenhill, of the Haynes and Boone law firm, introduced himself as an attorney for Pacesetters, Inc. Council Member Davenport requested to be recused from the meeting because of her occupational connection with Tarrant County College, of whom Mr. Greenhill is a TCC Board Trustee. Mr. Greenhill reviewed the past history of the business occupation of his client and the steps they have taken to reduce complaints regarding vagrancy and crime in that area. Mr. David Quadrino, General Manager of Pacesetters, Inc., spoke on the different types of day laborers that are hired, the financial impact of their service to the local area, and the effect that the ordinance would have on other temporary service companies. Attorney Rick Torlancasi, of Haynes and Boone, also spoke on the restrictions of the ordinance and he provided a map indicating the possible locations for bus stop transportation for day laborers. A discussion was held regarding the safety of citizens and businesses in the neighboring area of Pacesetters, Inc., the length of lease on their current building, a possible continuance, and a possible court injunction. Council Member Fowler requested an Executive Session regarding this item. Mayor Averitt called for an Executive Session at 8:29 p.m. Council Member Davenport was not present in the Executive Session. Mayor Averitt closed the Executive Session at 9:24 p.m. Council Member Fowler moved, seconded by Council Member Walter Grow, to approve Ordinance No. O-2015-020-03 – second reading. **The vote was unanimous – with Council Member Davenport not voting. Motion carried.**
7. **Police Pursuit Vehicles** – Consideration and/or action authorizing the purchase of four (4) Chevrolet Tahoe police pursuit vehicles from Caldwell Country Chevrolet through their contract with the Houston-Galveston Area Council of Governments. Finance Director Jennifer Fung and Public Safety Director Keith Lane presented the agenda item that included a breakdown of the costs of the new vehicles. A discussion was held regarding the replacement vehicles and the expected date of use for the new vehicles. Council Member Garrett moved, seconded by Council Member Grow, to approve the purchase of four (4) Chevrolet Tahoe police pursuit vehicles. **The vote was unanimous. Motion carried.**
8. **Tarrant Appraisal District Candidate Nominations** – Consideration and/or action regarding approval of Resolution No. R-2015-021-01 nominating candidates for placement on the ballot for the Tarrant Appraisal District Board of Directors election. Council Member Fowler moved, seconded by Council Member Truong, to approve Resolution No. R-2015-021-01 - nominating Mark Wood as Haltom City’s candidate for the ballot on the TAD Board of Directors election. **The vote was unanimous. Motion carried.**

## VISITORS/CITIZENS FORUM

The following citizen came forward:

1. Paula Lindsay – Requested a streetlight be installed at the intersection of Maryview and Cedarcrest in the Diamond Oaks area for safety purposes.

## BOARDS/COMMISSIONS

9. **Resignations of Board Members** – Consider approval of the resignations of Board/Commission Members. There was no resignations.
10. **Appointment/Reappointment to Boards and Commissions** – Consider approval regarding appointments to Boards/Commissions. There were no appointments or reappointments.

## EXECUTIVE SESSION

The Council went into Executive Session at 9:47 p.m. and returned to Regular Session on October 13, 2015 at 1:22 a.m.

## RECONVENE TO REGULAR SESSION

11. Take any action deemed necessary as a result of the Executive Session.

Council Member Grow moved, seconded by Council Member Jeannine Nunn, to accept the resignation of City Manager Tom Muir, with his last employment date being October 31, 2015 and also provide 120 days of severance. ***The vote was unanimous. Motion carried.***

## ADJOURNMENT

Mayor Averitt adjourned the meeting on October 13, 2015 at 1:25 a.m.

RESPECTFULLY SUBMITTED BY:

APPROVED BY:

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Art Camacho, City Secretary

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David Averitt, Mayor

**MINUTES  
HALTOM CITY COUNCIL AND PARKS AND RECREATION BOARD  
JOINT SPECIAL MEETING**

**Northeast Tarrant Center  
3201 Friendly Lane, Haltom City, Texas 76117  
October 13, 2015**

A Special Joint Meeting was held by the City Council of the City and the Parks and Recreation Board of Haltom City, Texas, on October 13, 2015, at 6:00 p.m. at the Northeast Tarrant Center, Haltom City, Texas, with the following members present:

Mayor David Averitt

Mayor Pro-Tem Bob Watkins

Council Place 1 Jeannine Nunn

Council Place 2 Walter Grow

Council Place 3 Scott Garrett

Council Place 4 Trae Fowler

Council Place 6 Stephanie Davenport and Council Place 7 Dr. An Truong were absent.

The following Parks Board members were present: Dana Coffman, Chair; Cheri Crum, Troy Dunn, Cody Gambill, Don Cooper, Penny Clowers, Don Lemaster, and Harold Fowler. City Staff Present: Tom Muir, City Manager; Chuck Barnett, Assistant City Manager; Art Camacho, City Secretary, Toni Beckett, Human Resources and Risk Management Director; Tim Cool, IT Director; Jennifer Fung, Finance Director; and Greg Van Nieuwenhuize, Public Works Director.

**CALL TO ORDER**

Parks Board Chair Coffman called the Parks Board meeting to order at 6:06 p.m. Mayor Averitt called the City Council meeting to order at 6:18 p.m. City Manager Tom Muir and the City Council discussed the following with the Parks Board:

1. FY2016 Parks budget and personnel changes – The Parks Board discussed the role of the Council liaison regarding the communication of this information to the Board and requested more open communication with the Council in decisions affecting the Parks Department.
2. Current project status – City Manager Tom Muir addressed this item and informed both the Council and Parks Board regarding the Linear Park and other updated projects. A discussion was held regarding the quality of work performed by contract companies and the Parks Department.
3. Future projects – A discussion was held concerning the funding for future projects as a result of the FY2016 Budget and the Parks Board request for providing input for the Council to consider for next year.
4. Vision for parks and role of the Board – The Parks Board again expressed their desire to be proactive in the parks budget process through open communication with the City Council. In addition, Parks Board meeting procedures will be reviewed for possible changes.

**ADJOURNMENT**

Parks Board Chair Coffman and Mayor Averitt adjourned the Joint Meeting at 7:38 p.m.

RESPECTFULLY SUBMITTED BY:

APPROVED BY:

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

\_\_\_\_\_  
David Averitt, Mayor

**MINUTES**  
**HALTOM CITY COUNCIL WORKSESSION**  
**Northeast Tarrant Center**  
**3201 Friendly Lane, Haltom City, Texas 76117**  
**October 15, 2015**

A Worksession was held by the City Council on October 15, 2015, at 6:00 p.m. at the Northeast Tarrant Center, Haltom City, Texas, with the following members present:

Mayor David Averitt	Mayor Pro-Tem Bob Watkins
Council Place 1 Jeannine Nunn	Council Place 2 Walter Grow
Council Place 3 Scott Garrett	Council Place 6 Stephanie Davenport
Council Place 7 Dr. An Truong	
Council Place 4 Trae Fowler was absent.	

City Staff Present: Tom Muir, City Manager; Chuck Barnett, Assistant City Manager; Art Camacho, City Secretary, Toni Beckett, Human Resources and Risk Management Director; Justin French, Planning and Community Development Director; and Greg Van Nieuwenhuize, Public Works Director.

**CALL TO ORDER**

Mayor Averitt called the Worksession to order at 6:10 p.m.

1. General Discussion on :
  - Vehicle Allowances
  - Zoning Definition of "Family"

City Manager Tom Muir presented the list of employees who are currently receiving a vehicle allowance and a discussion was held regarding the budget funding for this item and the comparison in cost with city vehicles being provided. In addition, the subject of insurance, vehicle availability, decrease of salary compensation and the public impression of new vehicles for employees was discussed. The possibility of the ending of vehicle allowance compensation in future hires was also discussed.

Planning and Community Director Justin French presented the zoning definition of "Family" that included ordinances from Fort Worth and their current situation in dealing with drug addicts in SF-1 homes and a lawsuit with the Fair Housing Act. A discussion was held regarding Texas Christian University rental property issues, neighboring cities single-housing definitions, parked vehicles, sprinkling systems, maximum limits on home inhabitants, and enforcement legalities.

The Council also considered having future work sessions with the other boards and commissions to have an open dialogue and communication, discuss the TMRS, and having each Council member comment at the Board and Commission banquet on November 17<sup>th</sup>. A work session with the Planning and Zoning Commission is tentatively scheduled for November 2, 2015.

**ADJOURNMENT**

Mayor Averitt adjourned the Worksession at 8:22 p.m.

RESPECTFULLY SUBMITTED BY:

APPROVED BY:

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Art Camacho, City Secretary

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David Averitt, Mayor

**MINUTES  
HALTOM CITY COUNCIL MEETING  
CITY HALL, 5024 BROADWAY AVENUE  
October 16, 2015**

A Special Meeting was held by the City Council of the City of Haltom City, Texas, on October 16, 2015, at 6:30 p.m. at City Hall, 5024 Broadway Avenue, Haltom City, Texas, with the following members present:

Mayor David Averitt	Mayor Pro Tem Bob Watkins
Council Place 1 Jeannine Nunn	Council Place 2 Walter Grow
Council Place 3 Scott Garrett	Council Place 4 Trae Fowler
Council Member 6 Stephanie Davenport	Council Place 7 Dr. An Truong

Staff Present: City Attorney Wayne Olson, Deputy City Secretary Donna Pliska, and Human Resource and Risk Management Manager Toni Beckett.  
Also present was James Pliska, of James Pliska Consulting.

**CALL TO ORDER**

Mayor Pro Tem Bob Watkins called the meeting to order at 6:32 p.m.

1. Interim City Manager/City Manager Consultant - Consideration and/or action to select an Interim City Manager or contract with a City Manager Consultant. Mayor Pro Tem Watkins called for an Executive Session at 6:35 p.m.

**EXECUTIVE SESSION**

**Section 551.071**

As authorized by Section 551.071 of the Texas Government Code, the City Council reserves the right to adjourn into Executive Session at any time during the course of this meeting to seek legal advice from the City Attorney about any matters listed on the agenda, in addition to the following matters:

- A. Deliberation regarding the appointment, employment, evaluation, reassignment or duties of the Interim City Manager.
- B. Agreement with a City Manager Consultant.

**Section 551.074**

As authorized by Section 551.074 of the Texas Government Code, the City Council may deliberate the appointment, employment, evaluation, reassignment or duties of an Interim City Manager.

**RECONVENE TO REGULAR SESSION**

2. Take any action deemed necessary as a result of the Executive Session.

The Council reconvened to Regular Session at 8:51 p.m.

Council Member Garrett moved, seconded by Mayor Pro Tem Watkins, to approve for the city attorney to negotiate a contract with James Pliska's consulting firm as a consultant as interim city manager. ***The vote was unanimous. Motion carried.***

**ADJOURNMENT**

Mayor Pro Tem Watkins adjourned the meeting on October 16, 2015 at 8:55 p.m.

RESPECTFULLY SUBMITTED BY:

APPROVED BY:

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Art Camacho, City Secretary

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David Averitt, Mayor

## CITY COUNCIL MEMORANDUM

**City Council Meeting:** October 26, 2015

**Department:** Public Works

**Subject:** Resolution No. R-2015-024-11 – Bid Recommendation for Oakwood St. Reconstruction Project

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### BACKGROUND

The Oakwood Street Reconstruction Project is the City's 40<sup>th</sup> Year Community Development Block Grant (CDBG) project. The City requested that Tarrant County consider this Project as the City's 40<sup>th</sup> Year CDBG project after conducting a public hearing during the City Council Meeting of October 14, 2014 and approving Resolution No. R-2014-021-11 at this same meeting.

The project includes the design and reconstruction of Oakwood Street (approximately 1,600 linear feet between N.E. 28th Street and Walthall Street) along with the installation of 5' wide sidewalks at the back-of-curb and the replacement of the corresponding sanitary sewer and water infrastructure.

Because Haltom City is an urban city with a population of less than 50,000 people, the City of Haltom City is not an entitlement city. Consequently, Tarrant County receives CDBG funds directly and the Tarrant County Mayors' Council allocates the funding between the County's "non-entitlement" cities. Tarrant County awards both the design consultant and construction contracts; however, Tarrant County works closely with the cities in awarding the contracts to both the engineering consultant and the construction contractor. It should be pointed out that Tarrant County's administration of the City's CDBG Project does not include construction inspection; the City will provide this service.

Tarrant County staff reviewed and approved the project's contract documents prior to advertising for construction bids. Initially, a Bid Opening was held on August 26, 2015. However, only one bid was received at this time and Tarrant County re-advertised and re-bid the project. In an effort to obtain multiple bids, staff had the engineering consultant send out the Bid Notice to 30+ construction firms who are known to do the type of work required for this project. Tarrant County conducted a new Bid Opening on September 23, 2015. Only two (2) bids were received at Tarrant County's offices and these bids are summarized in the table below:

<b>Bidder</b>	<b>Bid Amount</b>
McClendon Construction	\$967,385.75
JLB Contracting	\$1,106,827.83

Construction is anticipated to begin at/around the first of next year and contract time for this project is 270 calendar days.

### **FISCAL IMPACT**

The Paving & Drainage portion of the project (\$623,801.00) is available from the Street Reconstruction Fund and the Water & Sanitary Sewer portion of the project (\$343,584.75) is available from the Water Capital Project's Fund.

### **RECOMMENDATION**

Staff recommends the City Council approve Resolution No. R-2015-024-11 recommending the bid award for the Oakwood St. Reconstruction Project to McClendon Construction.

### **ATTACHMENT**

Resolution No. R-2015-024-11

**RESOLUTION NO. R – 2015 – 024 – 11**

**A RESOLUTION RECOMMENDING AWARD BY TARRANT COUNTY OF A BID ON A COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT FOR THE RECONSTRUCTION OF A PORTION OF OAKWOOD STREET WITHIN THE CITY OF HALTOM CITY.**

**WHEREAS**, by Resolution R-2014-021-11 passed October 13, 2014, the City Council approved the Oakwood Street Reconstruction Project (between N.E. 28<sup>th</sup> Street and Walthall Street) as the City's 40th Year Community Development Block Grant program project; and,

**WHEREAS**, the Oakwood Street Reconstruction Project (the "Project") was bid by Tarrant County; and,

**WHEREAS**, Tarrant County's consultant and City staff have recommended award of the Project's bid to the low bidder, McClendon Construction Company, Inc.; and,

**WHEREAS**, Tarrant County desires a recommendation by the City Council of the City of Haltom City; **NOW THEREFORE:**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HALTOM CITY, TEXAS:**

**SECTION 1.** THAT the City of Haltom City hereby recommends for Tarrant County to award the contract for the Oakwood Street Reconstruction Project (between N.E. 28th Street and Walthall Street) to McClendon Construction Company, Inc. in the amount of \$ 967,385.75.

**AND IT IS SO RESOLVED.**

**PASSED AND APPROVED** on this the 26th day of October, 2015.

**CITY OF HALTOM CITY**

By: \_\_\_\_\_  
David Averitt, Mayor

**ATTEST:**

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

## **CITY COUNCIL MEMORANDUM**

**City Council Meeting:** October 26, 2015  
**Department:** City Secretary  
**Subject:** Boards and Commissions  
Resignation of Members

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### **BACKGROUND**

The City Council will consider action regarding the resignations from Boards and Commissions. Planning and Zoning board member Chris Taylor has submitted a resignation from his Place 4 position but would like to serve as an alternate on the same board.

### **FISCAL IMPACT**

None.

### **RECOMMENDATION**

None.

### **ATTACHMENT**

Resignation email from Chris Taylor

## CITY COUNCIL MEMORANDUM

**City Council Meeting:** October 26, 2015  
**Department:** City Secretary  
**Subject:** Boards and Commissions  
Appointments/Reappointments

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### BACKGROUND

The City Council will consider action regarding the appointment/reappointment of board and commission members. The list below indicates positions that are due for appointment/reappointment or are vacant.

### FISCAL IMPACT

None.

### RECOMMENDATION

None.

### ATTACHMENTS

*Applications:* Diana Williams, David Wood, Suzanne Norris, Dorothy Tyler, Linda Thompson, Anastasia Taylor, Rick Edgett, Chris Taylor, and Trenton Tidwell.

Mayor: Housing Authority reappointments - Patricia Steely, Sandra Tork, Don LeMaster, Willis Nelson, P&Z Alternate 1 and Alternate 2, and ZBA Alternate.

Councilmember Place 1: CCPD/Red-light Camera, Fire Services, P&Z, and ZBA.

Councilmember Place 2: Beautification, CCPD/Red-light Camera, and ZBA.

Councilmember Place 3: Beautification and CCPD/Red-light Camera.

Councilmember Place 5: CCPD/Red-light Camera

Councilmember Place 7: Beautification, CCPD/Red-light Camera, Fire Services, Parks, P&Z, ZBA.