

AGENDA

HALTOM CITY COUNCIL MEETING

February 23, 2015

CITY HALL

5024 BROADWAY AVENUE

Council Chambers – Work Session/ Regular Session

Work Session 6:00 p.m. - Regular Session 7:00 p.m.

WORK SESSION 6:00 P.M.

CALL TO ORDER (General Comments)

- Discuss possible changes to the fence regulations.
- Discuss possible sales tax reapportionment.
- Review and discuss items on the regular agenda of February 23, 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 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, litigation, and settlement offers and/or claims for the following cases:

- Donald Anthony Hains v. City of Haltom City
- Phillip Payne v. City of Haltom City
- Burkett v. City of Haltom City, et al.
- Flynn v. Haltom City EDC

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 551.087 – Deliberations about Economic Development Incentives

Discuss or deliberate regarding commercial or financial information the City has received from business prospects the City seeks to have locate, stay, or expand in the City and with which the City is conducting economic development negotiations; deliberate the offer of a financial or other incentive to a business prospect.

REGULAR SESSION 7:00 P.M.

CALL TO ORDER

INVOCATION/PLEDGE OF ALLEGIANCE – Council Member Jeff Western

ANNOUNCEMENTS/EVENTS

PRESENTATIONS

“Keep America Beautiful” Award – Haltom City Beautification Board

REPORTS

1. **Monthly Financial Reports** – Consideration and/or action regarding approval of the preliminary monthly Financial Reports for the months of October 2014, November 2014, and December 2014.

REGULAR AGENDA

2. **Minutes** – Consideration and/or action regarding approval of the Minutes of the meeting of February 5, 2015 (Strategic Planning), February 9, 2015 (Regular) and February 12, 2015 (Strategic Planning).
3. **Ordinance No. O-2015-002-15 (CU-005-14)** – Consideration and/or action on the application of Ernest Hedgcoth, on behalf of Brad Dunn, for a Conditional Use Permit request with site plan approval, for office warehouse uses located on Lot 13, Block 14 of the Clarence Jones Subdivision, being 0.385 acres located north of Carnation Street and west of Higgins Lane, locally known as 4141 Carnation Street. **2nd Reading**
4. **2014 Park Improvements Project** – Consideration and/or action authorizing acceptance of the guaranteed maximum price (GMP) of \$877,832 for the Project and authorize the City Manager to amend the construction-manager-at-risk contract with Scott Tucker Construction to reflect the GMP.
5. **Microsoft Enterprise Agreement** – Consideration and/or action to authorize the City Manager to execute a Microsoft Enterprise Agreement with SHI Government Solutions based on their contract with the Texas Department of Information Resources.
6. **Strategic Goals** – Consideration and/or action regarding the approval of Resolution No. R-2015-004-01 confirming the City Council's Strategic Goals.

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

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

EXCUSED ABSENCE OF COUNCIL MEMBERS

9. **Attendance Requirements** – Consideration regarding excused absences of Council Members according to Article III, Sec. 3.07 (a). Attendance Requirements of the Haltom City Charter.

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.

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 20th DAY OF FEBRUARY, 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: February 23, 2015
Department: Finance
Subject: Monthly Financial Reports

BACKGROUND

The Monthly Financial Reports for October 2014, November 2014 and December 2014 are attached for your review and comment.

The reports are intended to provide regular updates on the City's financial health and progress as we move through Fiscal Year 2015. For the City of Haltom City, the reports are in some ways the first of its kind. As such, expect to see improvements to the report design and information as the year progresses.

In developing of the reports, Staff is striving toward the following goals. The reports

- serve as a management tool that improves each department's ability to manage their budgets;
- facilitate the conversation about how and where our valuable resources are being used; and
- increase transparency and supports a culture of open government.

FISCAL IMPACT

These reports are management tools to be used by City Council in evaluating future spending decisions.

RECOMMENDATION

Staff recommends approval of the attached reports.

ATTACHMENTS

Monthly Financial Reports for October 2014, November 2014 and December 2014.

2014 October Monthly Financial Report

February 23, 2015

On September 22, 2014, the City Council of Haltom City adopted an operating budget totaling over \$73 million. These funds will be used for the operations of the City in Fiscal Year 2015, which began on October 1, 2014 and will end on September 30, 2015.

In an effort to provide better management tools to our staff and increased transparency to the public, we are pleased to publish the monthly financial report. Due to staff turnover in the Finance Department, this report was not available until February of 2015.

Year-To-Date Budget Revenues and Expenditures

In addition to the adopted and revised FY2015 Budget, the report includes a column called Year-To-Date Budget (YTD Budget). For revenues, the numbers in this column are calculated based on historical and proportional revenues for each month of the fiscal year. Historical data in this report generally encompasses the previous three (FY2012 to FY2014) years of revenue collections. The formula for this calculation is as follows:

YTD Budget = (Total Historical Spending for October/Total Annual Historical Spending) x Current Budget

In cases where no historical revenues are available, the plan is based on 1/12th of the overall budget for that line item each month. All expenditures are based on 1/12th of the overall budget for each line item.

Actual Revenues and Expenditures

The report also includes the Actual revenues and expenditures as recorded in the City's financial system for each department in the month of October. All actuals are unaudited, and therefore may vary from the FY2015 Comprehensive Annual Financial Report to be published in Fiscal Year 2016.

Notes and Explanations

Notes and explanations are included in this report to provide additional information and or explanation of the line items in the report.

This report intends to provide a status update on the operations of the City as they relate to the adopted budget for FY2015. Staff is available to answer any additional questions you may have.

Sincerely,



Thomas J. Muir
City Manager

2014 October Monthly Financial Report - Fund Balances

Fund No.	Fund Title	Beginning Fund Balance 10/1/2014	Revenues	Expenditures	Ending Fund Balance 10/31/2014
01	General Fund	\$6,198,548	1,370,300	2,097,237	\$5,471,611
02	Parks Performance Fund	(20,724)	6,373	13,296	(27,647)
05	Debt Service Fund	191,998	216,776	0	408,774
11	Economic Development Fund	2,904,285	222,884	149,759	2,977,410
12	Crime Control & Prevention District Fund	853,150	108,173	107,699	853,624
13	Oil and Gas Fund	4,034,849	26,416	79,182	3,982,083
14	Hotel/Motel Tax Fund	96,969	3,296	3,158	97,107
15	Court Security Fund	133,378	2,700	3,870	132,208
16	Court Technology Fund	107,666	3,600	15,098	96,168
17	Juvenile Case Manager Fund	147,264	4,500	3,919	147,845
18	Red Light Camera Fund	248,323	0	1,950	246,373
19	Grant Fund	(38,581)	0	585	(39,166)
20	PEG Fund	51,000	2,083	0	53,083
21	Fire Donation Fund	3,578	214	300	3,492
22	Library Donation Fund	97,818	3,090	4,968	95,940
23	Police Forfeiture Fund	20,996	0	0	20,996
24	Park Donation Fund	29,848	1,925	0	31,773
25	Park Dedication Fund	33,253	0	1,458	31,795
26	Safe Pathways Fund	27,998	0	0	27,998
27	Animal Shelter Fund	34,808	469	0	35,277
28	Police Donation Fund	111,321	1,186	0	112,507
29	Police CART Fund	8,878	0	0	8,878
31	Street Reconstruction Fund	2,207,687	110,419	5,430	2,312,676
32	Capital Projects Fund	3,776,416	0	0	3,776,416
39	Street Assessments Fund	(1,312)	725	100	(687)
41	Water & Sewer Fund	3,931,075	1,577,764	656,751	4,852,088
42	Water & Sewer Utility Projects Fund	283,919	91,667	0	375,586
44	Water and Sewer Impact Fees Fund	773,686	0	0	773,686
45	Drainage Utility Fund	300,841	135,123	86,454	349,510
46	Drainage Capital Projects Fund	40,318	17,917	0	58,235
Total		\$ 26,589,253	\$3,907,600	\$3,231,214	\$27,265,639

2014 October Monthly Financial Report - Revenue Summary

Fund No.	Fund Title	Adopted Budget	Revised Budget	YTD Budget	October Actual	Percent of Revenue Earned
01	General Fund	\$ 23,547,785	\$ 23,547,785	\$1,233,215	\$ 1,370,300	5.8%
02	Parks Performance Fund	192,000	192,000	16,000	6,373	3.3%
05	Debt Service Fund	4,811,555	4,811,555	400,963	216,776	4.5%
11	Economic Development Fund	9,154,686	9,154,686	762,891	222,884	2.4%
12	Crime Control & Prevention District Fund	1,449,280	1,449,280	120,773	108,173	7.5%
13	Oil and Gas Fund	319,648	319,648	26,637	26,416	8.3%
14	Hotel/Motel Tax Fund	44,400	44,400	3,700	3,296	7.4%
15	Court Security Fund	34,100	34,100	2,842	2,700	7.9%
16	Court Technology Fund	44,700	44,700	3,725	3,600	8.1%
17	Juvenile Case Manager Fund	52,400	52,400	4,367	4,500	8.6%
18	Red Light Camera Fund	166,200	166,200	13,850	-	0.0%
19	Grant Fund	77,687	77,687	6,474	-	0.0%
20	PEG Fund	63,000	63,000	5,250	2,083	3.3%
21	Fire Donation Fund	2,850	2,850	238	214	7.5%
22	Library Donation Fund	38,700	38,700	3,225	3,090	8.0%
23	Police Forfeiture Fund	25,500	25,500	2,125	-	0.0%
24	Park Donation Fund	51,750	51,750	4,313	1,925	3.7%
25	Park Dedication Fund	400	400	33	-	0.0%
26	Safe Pathways Fund	5,150	5,150	429	-	0.0%
27	Animal Shelter Fund	7,650	7,650	638	469	6.1%
28	Police Donation Fund	73,500	73,500	6,125	1,186	1.6%
29	Police CART Fund	1,000	1,000	83	-	0.0%
31	Street Reconstruction Fund	1,495,500	1,495,500	124,625	110,419	7.4%
32	Capital Projects Fund	372,000	372,000	31,000	-	0.0%
39	Street Assessments Fund	1,200	1,200	100	725	60.4%
41	Water & Sewer Fund	18,008,982	18,008,982	1,500,749	1,577,764	8.8%
42	Water & Sewer Utility Projects Fund	1,113,310	1,113,310	92,776	91,667	8.2%
44	Water and Sewer Impact Fees Fund	17,000	17,000	1,417	-	0.0%
45	Drainage Utility Fund	1,718,007	1,718,007	143,167	135,123	7.9%
46	Drainage Capital Projects Fund	215,000	215,000	17,917	17,917	8.3%
Total Revenues		\$ 63,104,940	\$ 63,104,940	\$ 4,529,645	\$ 3,907,600	6.2%

2014 October Monthly Financial Report - Expenditure Summary

Fund No.	Fund Title	Adopted Budget	Revised Budget	YTD Budget	Actual	Percent of Budget Spent	Notes
01	General Fund	\$ 24,234,625	\$24,234,625	\$2,019,552	\$ 2,097,237	8.7%	
02	Parks Performance Fund	192,239	192,239	16,020	13,296	6.9%	
05	Debt Service Fund	4,915,614	4,915,614	-	-	0.0%	
11	Economic Development Fund	11,252,551	11,252,551	937,713	149,759	1.3%	
12	Crime Control & Prevention District Fund	1,670,823	1,670,823	139,235	107,699	6.4%	
13	Oil and Gas Fund	951,044	951,044	79,254	79,182	8.3%	
14	Hotel/Motel Tax Fund	60,041	60,041	5,003	3,158	5.3%	
15	Court Security Fund	47,438	47,438	3,953	3,870	8.2%	
16	Court Technology Fund	42,704	42,704	3,559	15,098	35.4%	1
17	Juvenile Case Manager Fund	48,529	48,529	4,044	3,919	8.1%	
18	Red Light Camera Fund	206,912	206,912	17,243	1,950	0.9%	
19	Grant Fund	77,687	77,687	6,474	585	0.8%	
20	PEG Fund	3,820	3,820	318	-	0.0%	
21	Fire Donation Fund	3,600	3,600	300	300	8.3%	
22	Library Donation Fund	82,900	82,900	6,908	4,968	6.0%	
23	Police Forfeiture Fund	46,000	46,000	3,833	-	0.0%	
24	Park Donation Fund	50,950	50,950	4,246	-	0.0%	
25	Park Dedication Fund	-	-	-	1,458	NA	
26	Safe Pathways Fund	10,000	10,000	833	-	0.0%	
27	Animal Shelter Fund	5,150	5,150	429	-	0.0%	
28	Police Donation Fund	101,000	101,000	8,417	-	0.0%	
29	Police CART Fund	2,500	2,500	208	-	0.0%	
31	Street Reconstruction Fund	3,291,799	3,291,799	274,317	5,430	0.2%	
32	Capital Projects Fund	3,401,309	3,401,309	283,442	-	0.0%	
39	Street Assessments Fund	1,200	1,200	100	100	8.3%	
41	Water & Sewer Fund	19,656,432	19,656,432	1,638,036	656,751	3.3%	
42	Water & Sewer Utility Projects Fund	786,920	786,920	65,577	-	0.0%	
44	Water and Sewer Impact Fees Fund	400,000	400,000	33,333	-	0.0%	
45	Drainage Utility Fund	1,855,297	1,855,297	154,608	86,454	4.7%	
46	Drainage Capital Projects Fund	254,491	254,491	21,208	-	0.0%	
Total Expenditures		\$ 73,653,575	\$73,653,575	\$ 5,728,163	\$ 3,231,214	4.4%	

Notes:

- 1 Annual maintenance fee for Court Software costing \$14,563 was paid from the Court Technology Fund in October.

2014 October Monthly Financial Report - General Fund Revenues

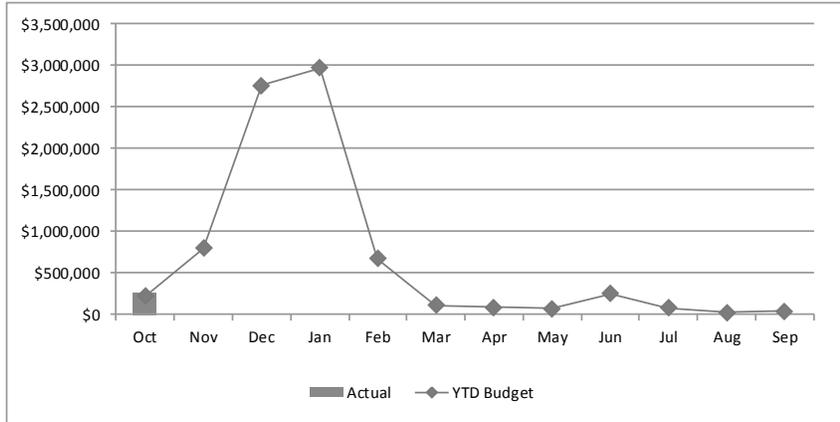
Description	Adopted Budget	Revised Budget	YTD Budget	October Actual	Percent of Revenue Earned	Notes
Property Taxes	\$8,075,980	\$8,075,980	\$219,046	\$270,496	3.3%	
Sales & Other Taxes	6,067,300	6,067,300	487,676	440,905	7.3%	
Franchise Fees	3,941,050	3,941,050	120,875	140,483	3.6%	
Licenses/Permits/Fees	626,330	626,330	56,653	31,437	5.0%	
Charges for Service	1,562,055	1,562,055	102,695	170,945	10.9%	
Court Fees and Fines	1,515,235	1,515,235	99,617	143,978	9.5%	
Other Revenues						
Intergovernmental	154,730	154,730	12,894	19,494	12.6%	
Interest Income	35,000	35,000	2,917		0.0%	
Miscellaneous	140,100	140,100	11,675	33,924	24.2%	1
Total General Fund Revenues	\$22,117,780	\$22,117,780	\$1,114,048	\$1,251,660	5.7%	
Transfers	\$1,430,005	\$1,430,005	\$119,167	\$118,640	8.3%	
Total General Fund Revenues and Transfers	\$23,547,785	\$23,547,785	\$1,233,215	\$1,370,300	5.8%	

Notes:

- 1 Received \$23,198 from TML for reimbursement of wrecked police vehicle.

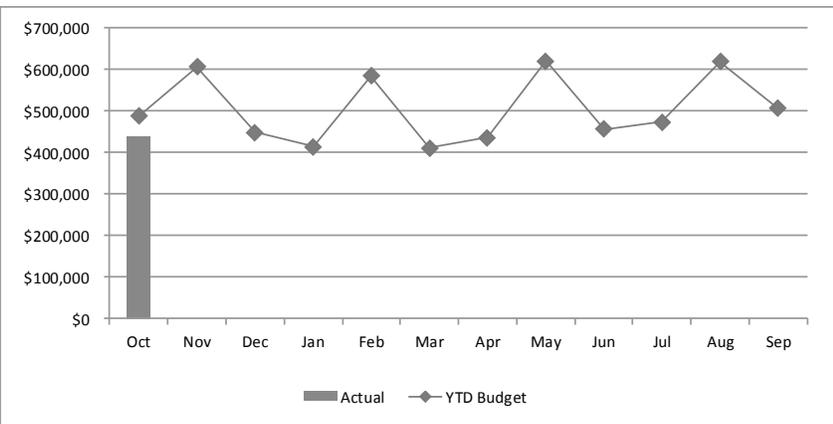
2014 October Monthly Financial Report - General Fund Revenues

Property Tax Revenues



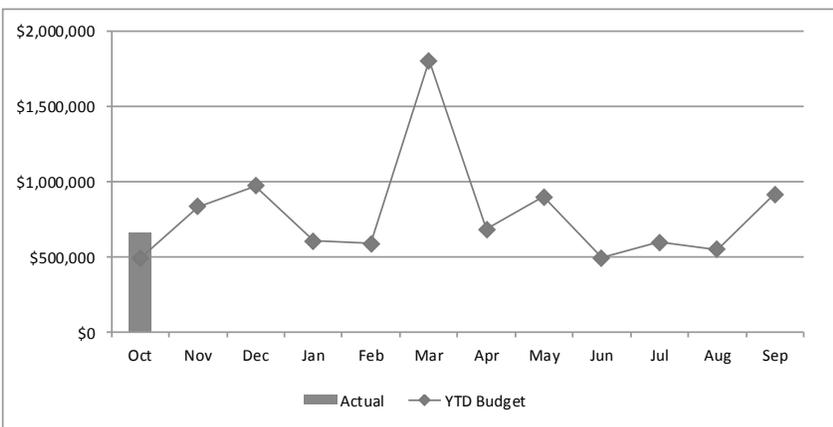
	YTD Budget	Actual	Variance
Oct	\$219,046	\$270,496	\$51,450
Nov	\$796,161		
Dec	\$2,763,083		
Jan	\$2,970,715		
Feb	\$670,664		
Mar	\$110,042		
Apr	\$88,471		
May	\$68,485		
Jun	\$248,453		
Jul	\$80,344		
Aug	\$21,486		
Sep	\$39,029		
Total	\$8,075,980		

Sales Tax Revenue



	YTD Budget	Actual	Variance
Oct	\$487,676	\$440,905	(\$46,771)
Nov	\$607,246		
Dec	\$448,993		
Jan	\$414,023		
Feb	\$584,395		
Mar	\$411,202		
Apr	\$436,723		
May	\$620,362		
Jun	\$457,018		
Jul	\$473,429		
Aug	\$618,883		
Sep	\$507,349		
Total	\$6,067,300		

Other General Fund Revenues



	YTD Budget	Actual	Variance
Oct	\$486,421	\$658,900	\$172,479
Nov	\$831,791		
Dec	\$969,693		
Jan	\$605,119		
Feb	\$586,981		
Mar	\$1,799,011		
Apr	\$682,226		
May	\$897,072		
Jun	\$492,654		
Jul	\$593,314		
Aug	\$545,867		
Sep	\$914,356		
Total	\$9,404,505		

2014 October Monthly Financial Report - General Fund Expenditures

Description	Adopted Budget	Revised Budget	YTD Budget	Actual	Percent of Budget Spent	Notes
General Government	\$6,367,840	\$6,367,840	\$530,653	\$452,219	7.1%	
Administration	544,781	544,781	45,398	41,050	7.5%	
City Secretary	206,355	206,355	17,196	13,208	6.4%	
City Council	18,672	18,672	1,556	2,213	11.9%	1
Finance	585,866	585,866	48,822	97,370	16.6%	2
Human Resources	430,427	430,427	35,869	22,628	5.3%	
Planning & Inspections	676,271	676,271	56,356	43,237	6.4%	
Information Technology	495,804	495,804	41,317	28,619	5.8%	
Fleet Services	523,635	523,635	43,636	43,215	8.3%	
Building Maintenance	348,552	348,552	29,046	5,841	1.7%	
Nondepartment	2,537,477	2,537,477	211,456	154,838	6.1%	
Public Safety	\$14,774,521	\$14,774,521	\$1,231,210	\$1,419,340	9.6%	
Police	7,953,633	7,953,633	662,803	883,436	11.1%	3
Fire	5,818,589	5,818,589	484,882	475,197	8.2%	
Animal Control	347,339	347,339	28,945	20,305	5.8%	
Municipal Court	654,960	654,960	54,580	40,402	6.2%	
Streets	\$894,817	\$894,817	\$74,568.08	\$51,714	5.8%	
Culture and Recreation	\$2,172,447	\$2,172,447	\$181,037	\$171,881	7.9%	
Parks and Recreation	991,522	991,522	82,627	80,356	8.1%	
Library	1,180,925	1,180,925	98,410	91,525	7.8%	
Total General Fund Expenditures	\$24,209,625	\$24,209,625	\$2,017,469	\$2,095,154	8.7%	
Transfers Out	\$25,000	\$25,000	\$2,083	\$2,083	8.3%	
Total General Fund Expenditures and Transfers	\$24,234,625	\$24,234,625	\$2,019,552	\$2,097,237	8.7%	

Notes:

- 1 Some City Council members attended the TML conference.
- 2 Compensation payment to departing employee.
- 3 An encumbrance of \$289,399 for shared service contract is included in the October expenditures.

2014 November Monthly Financial Report

February 23, 2015

On September 22, 2014, the City Council of Haltom City adopted an operating budget totaling over \$73 million. These funds will be used for the operations of the City in Fiscal Year 2015, which began on October 1, 2014 and will end on September 30, 2015.

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YTD Budget = (Total Historical YTD Spending for November / Total Annual Historical Spending) x Current Budget

In cases where no historical revenues are available, the plan is based on 2/12th of the overall budget for that line item each month. All expenditures are based on 2/12th of the overall budget for each line item.

Actual Revenues and Expenditures

The report also includes the Actual revenues and expenditures as recorded in the City's financial system for each department in the month of November. All actuals are unaudited, and therefore may vary from the FY2015 Comprehensive Annual Financial Report to be published in Fiscal Year 2016.

Notes and Explanations

Notes and explanations are included in this report to provide additional information and or explanation of the line items in the report.

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Sincerely,



Thomas J. Muir
City Manager

2014 November Monthly Financial Report - Fund Balances

Fund No.	Fund Title	Beginning Fund Balance 11/1/2014	YTD Revenues	YTD Expenditures	Ending Fund Balance 11/30/2014
01	General Fund	\$6,198,548	\$3,189,782	\$4,164,629	\$5,223,701
02	Parks Performance Fund	(20,724)	13,599	26,042	(33,167)
05	Debt Service Fund	191,998	506,156	500	697,654
11	Economic Development Fund	2,904,285	3,877,665	3,357,327	3,424,623
12	Crime Control & Prevention District Fund	853,150	242,258	259,986	835,422
13	Oil and Gas Fund	4,034,849	48,163	158,367	3,924,646
14	Hotel/Motel Tax Fund	96,969	5,699	11,811	90,858
15	Court Security Fund	133,378	5,239	7,740	130,878
16	Court Technology Fund	107,666	7,068	24,598	90,137
17	Juvenile Case Manager Fund	147,264	8,815	7,838	148,241
18	Red Light Camera Fund	248,323	9,694	11,193	246,824
19	Grant Fund	(38,581)	31,318	3,855	(11,119)
20	PEG Fund	51,000	20,951	-	71,951
21	Fire Donation Fund	3,578	422	368	3,632
22	Library Donation Fund	97,818	5,554	5,636	97,736
23	Police Forfeiture Fund	20,996	4,791	4,495	21,292
24	Park Donation Fund	29,848	3,834	1,750	31,932
25	Park Dedication Fund	33,253	118	2,917	30,454
26	Safe Pathways Fund	27,998	55	-	28,053
27	Animal Shelter Fund	34,808	745	-	35,553
28	Police Donation Fund	111,321	18,078	166	129,233
29	Police CART Fund	8,878	0	-	8,878
31	Street Reconstruction Fund	2,207,687	551,112	409,034	2,349,765
32	Capital Projects Fund	3,776,416	0	176,379	3,600,037
39	Street Assessments Fund	(1,312)	825	200	(687)
41	Water & Sewer Fund	3,931,075	3,389,465	1,252,627	6,067,914
42	Water & Sewer Utility Projects Fund	283,919	181,866	5,883	459,902
44	Water and Sewer Impact Fees Fund	773,686	293	-	773,979
45	Drainage Utility Fund	300,841	271,118	170,856	401,102
46	Drainage Capital Projects Fund	40,318	35,292	4,491	71,119
Total		\$ 26,589,253	\$12,429,977	\$10,068,686	\$28,950,544

2014 November Monthly Financial Report - Revenue Summary

Fund No.	Fund Title	Adopted Budget	Revised Budget	YTD Budget	November Actual	YTD Actual	Percent of Revenue Earned	Notes
01	General Fund	\$23,547,785	\$23,547,785	\$3,543,653	\$ 1,819,482	\$3,189,782	13.5%	
02	Parks Performance Fund	192,000	192,000	32,000	7,226	13,599	7.1%	
05	Debt Service Fund	4,811,555	4,811,555	801,926	289,380	506,156	10.5%	
11	Economic Development Fund	9,154,686	9,154,686	1,525,781	3,654,781	3,877,665	42.4%	1
12	Crime Control & Prevention District Fund	1,449,280	1,449,280	241,547	134,085	242,258	16.7%	
13	Oil and Gas Fund	319,648	319,648	53,275	21,747	48,163	15.1%	
14	Hotel/Motel Tax Fund	44,400	44,400	7,400	2,403	5,699	12.8%	
15	Court Security Fund	34,100	34,100	5,683	2,539	5,239	15.4%	
16	Court Technology Fund	44,700	44,700	7,450	3,468	7,068	15.8%	
17	Juvenile Case Manager Fund	52,400	52,400	8,733	4,315	8,815	16.8%	
18	Red Light Camera Fund	166,200	166,200	27,700	9,694	9,694	5.8%	
19	Grant Fund	77,687	77,687	12,948	31,318	31,318	40.3%	2
20	PEG Fund	63,000	63,000	10,500	18,868	20,951	33.3%	
21	Fire Donation Fund	2,850	2,850	475	208	422	14.8%	
22	Library Donation Fund	38,700	38,700	6,450	2,464	5,554	14.4%	
23	Police Forfeiture Fund	25,500	25,500	4,250	4,791	4,791	18.8%	
24	Park Donation Fund	51,750	51,750	8,625	1,909	3,834	7.4%	
25	Park Dedication Fund	400	400	67	118	118	29.5%	
26	Safe Pathways Fund	5,150	5,150	858	55	55	1.1%	
27	Animal Shelter Fund	7,650	7,650	1,275	276	745	9.7%	
28	Police Donation Fund	73,500	73,500	12,250	16,892	18,078	24.6%	3
29	Police CART Fund	1,000	1,000	167	-	-	0.0%	
31	Street Reconstruction Fund	1,495,500	1,495,500	249,250	440,693	551,112	36.9%	4
32	Capital Projects Fund	372,000	372,000	62,000	-	-	0.0%	
39	Street Assessments Fund	1,200	1,200	200	100	825	68.8%	
41	Water & Sewer Fund	18,008,982	18,008,982	3,001,497	1,811,701	3,389,465	18.8%	
42	Water & Sewer Utility Projects Fund	1,113,310	1,113,310	185,552	90,199	181,866	16.3%	
44	Water and Sewer Impact Fees Fund	17,000	17,000	2,833	293	293	1.7%	
45	Drainage Utility Fund	1,718,007	1,718,007	286,335	135,995	271,118	15.8%	
46	Drainage Capital Projects Fund	215,000	215,000	35,833	17,375	35,292	16.4%	
Total Revenues		\$63,104,940	\$63,104,940	\$ 10,136,512	\$ 8,522,377	\$ 12,429,977	19.7%	

Notes:

- 1 A transfer of \$3,359,753 to Economic Development Fund was made in November for the 820 Expansion Project.
- 2 A reimbursement request of \$29,318 was made to the Emergency Management Grant in November and recorded in the Grant Fund.
- 3 The Police Donation Fund received \$15,600 from BlueBonnet Contractors in November for Police Department to provide traffic control for contractors on 820 Expansion Project.
- 4 The Street Reconstruction Fund filed three reimbursements requesting a total of \$297,695 to the Safe Route Grant in November.

2014 November Monthly Financial Report - Expenditure Summary

Fund No.	Fund Title	Adopted Budget	Revised Budget	YTD Budget	November Actual	YTD Expenditures	Percent of Budget Spent	Notes
01	General Fund	\$ 24,234,625	\$ 24,234,625	\$4,039,104	\$2,067,391	\$4,164,629	17.2%	
02	Parks Performance Fund	192,239	192,239	32,040	12,746	26,042	13.5%	
05	Debt Service Fund	4,915,614	4,915,614	819,269	500	500	0.0%	
11	Economic Development Fund	11,252,551	11,252,551	1,875,425	3,207,568	3,357,327	29.8%	1
12	Crime Control & Prevention District Fund	1,670,823	1,670,823	278,471	152,286	259,986	15.6%	
13	Oil and Gas Fund	951,044	951,044	158,507	79,184	158,367	16.7%	
14	Hotel/Motel Tax Fund	60,041	60,041	10,007	8,653	11,811	19.7%	
15	Court Security Fund	47,438	47,438	7,906	3,870	7,740	16.3%	
16	Court Technology Fund	42,704	42,704	7,117	9,499	24,598	57.6%	2
17	Juvenile Case Manager Fund	48,529	48,529	8,088	3,919	7,838	16.2%	
18	Red Light Camera Fund	206,912	206,912	34,485	9,243	11,193	5.4%	
19	Grant Fund	77,687	77,687	12,948	3,271	3,855	5.0%	
20	PEG Fund	3,820	3,820	637	-	-	0.0%	
21	Fire Donation Fund	3,600	3,600	600	68	368	10.2%	
22	Library Donation Fund	82,900	82,900	13,817	668	5,636	6.8%	
23	Police Forfeiture Fund	46,000	46,000	7,667	4,495	4,495	9.8%	
24	Park Donation Fund	50,950	50,950	8,492	1,750	1,750	3.4%	
25	Park Dedication Fund	-	-	-	1,458	2,917	NA	
26	Safe Pathways Fund	10,000	10,000	1,667	-	-	0.0%	
27	Animal Shelter Fund	5,150	5,150	858	-	-	0.0%	
28	Police Donation Fund	101,000	101,000	16,833	166	166	0.2%	
29	Police CART Fund	2,500	2,500	417	-	-	0.0%	
31	Street Reconstruction Fund	3,291,799	3,291,799	548,633	403,604	409,034	12.4%	
32	Capital Projects Fund	3,401,309	3,401,309	566,885	176,379	176,379	5.2%	
39	Street Assessments Fund	1,200	1,200	200	100	200	16.7%	
41	Water & Sewer Fund	19,656,432	19,656,432	3,276,072	595,876	1,252,627	6.4%	
42	Water & Sewer Utility Projects Fund	786,920	786,920	131,153	5,883	5,883	0.7%	
44	Water and Sewer Impact Fees Fund	400,000	400,000	66,667	-	-	0.0%	
45	Drainage Utility Fund	1,855,297	1,855,297	309,216	84,403	170,856	9.2%	
46	Drainage Capital Projects Fund	254,491	254,491	42,415	4,491	4,491	1.8%	
Total Expenditures		\$ 73,653,575	\$ 73,653,575	\$ 12,275,596	\$ 6,837,471	\$ 10,068,686	13.7%	

Notes:

- 1 The Economic Development Fund spent \$2,376,267 on Streets and Sidewalks (820 Expansion Project) for the first two months of the fiscal year.
- 2 Annual maintenance fee for Court Software costing \$14,563 was paid from the Court Technology Fund in October.

2014 November Monthly Financial Report - General Fund Revenues

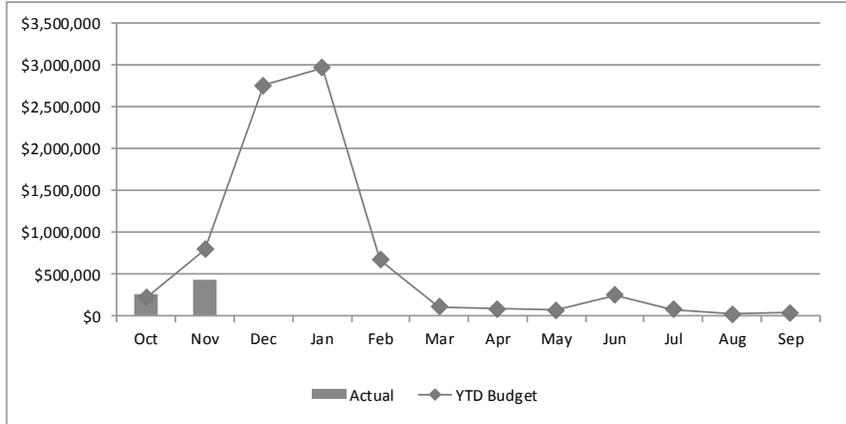
Description	Adopted Budget	Revised Budget	YTD Budget	November Actual	YTD Actual	Percent of Revenue Earned	Notes
Property Taxes	\$8,075,980	\$8,075,980	\$1,015,208	\$429,638	\$700,133	8.7%	
Sales & Other Taxes	6,067,300	6,067,300	1,097,143	588,007	1,030,087	17.0%	
Franchise Fees	3,941,050	3,941,050	381,214	350,174	490,657	12.4%	
Licenses/Permits/Fees	626,330	626,330	142,817	15,460	46,896	7.5%	
Charges for Service	1,562,055	1,562,055	311,653	118,820	289,764	18.6%	
Court Fees and Fines	1,515,235	1,515,235	302,312	137,258	281,236	18.6%	
Other Revenues							
Intergovernmental	154,730	154,730	25,788	49,087	68,581	44.3%	1
Interest Income	35,000	35,000	5,833	0	(6,185)	-17.7%	
Miscellaneous	140,100	140,100	23,350	17,408	51,332	36.6%	2
Total General Fund Revenues	\$22,117,780	\$22,117,780	\$3,305,319	\$1,705,851	\$2,952,502	13.3%	
Transfers	\$1,430,005	\$1,430,005	\$238,334	\$118,640	\$237,280	16.6%	
Total General Fund Revenues and Transfers	\$23,547,785	\$23,547,785	\$3,543,653	\$1,824,492	\$3,189,782	13.5%	

Notes:

- 1 Received \$45,684 from BISD for police officer at high school campus. The City bills BISD semiannually.
- 2 Received \$23,198 from TML for reimbursement of wrecked police vehicle.

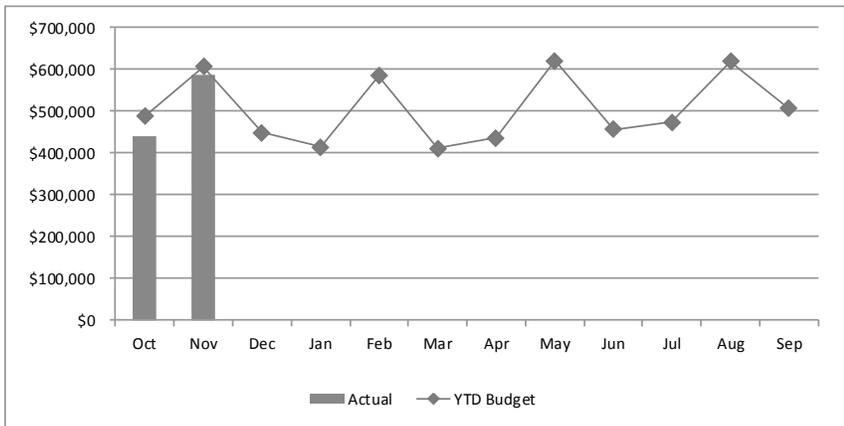
2014 November Monthly Financial Report - General Fund Revenues

Property Tax Revenues



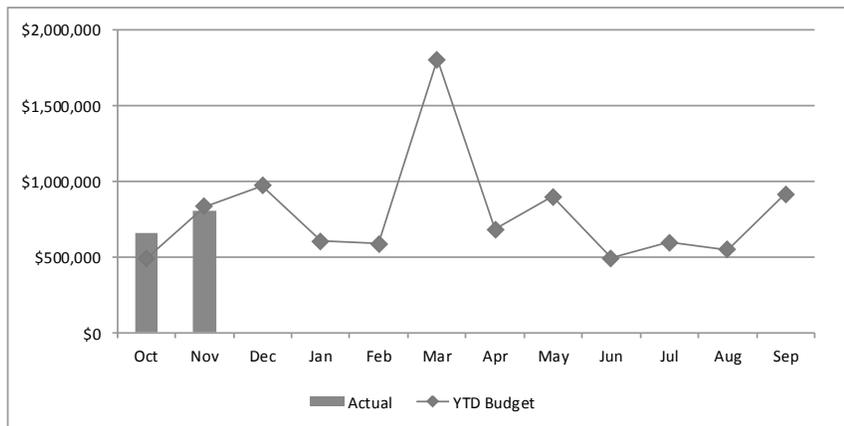
	YTD Budget	Actual	YTD Variance
Oct	\$219,046	\$270,496	\$51,450
Nov	\$796,161	\$429,638	(\$315,074)
Dec	\$2,763,083		
Jan	\$2,970,715		
Feb	\$670,664		
Mar	\$110,042		
Apr	\$88,471		
May	\$68,485		
Jun	\$248,453		
Jul	\$80,344		
Aug	\$21,486		
Sep	\$39,029		
Total	\$8,075,980		

Sales Tax Revenue



	YTD Budget	Actual	YTD Variance
Oct	\$487,676	\$440,905	(\$46,771)
Nov	\$607,246	\$588,007	(\$66,010)
Dec	\$448,993		
Jan	\$414,023		
Feb	\$584,395		
Mar	\$411,202		
Apr	\$436,723		
May	\$620,362		
Jun	\$457,018		
Jul	\$473,429		
Aug	\$618,883		
Sep	\$507,349		
Total	\$6,067,300		

Other General Fund Revenues



	YTD Budget	Actual	YTD Variance
Oct	\$486,421	\$658,900	\$172,479
Nov	\$831,791	\$806,847	\$147,535
Dec	\$969,693		
Jan	\$605,119		
Feb	\$586,981		
Mar	\$1,799,011		
Apr	\$682,226		
May	\$897,072		
Jun	\$492,654		
Jul	\$593,314		
Aug	\$545,867		
Sep	\$914,356		
Total	\$9,404,505		

2014 November Monthly Financial Report - General Fund Expenditures

Description	Adopted Budget	Revised Budget	YTD Budget	Actual	YTD Expenditures	Percent of Budget Spent	Notes
General Government	\$6,367,840	\$6,367,840	\$1,061,307	\$374,132	\$826,351	13.0%	
Administration	544,781	544,781	90,797	62,873	103,923	19.1%	
City Secretary	206,355	206,355	34,393	21,835	35,043	17.0%	
City Council	18,672	18,672	3,112	2,488	4,701	25.2%	1
Finance	585,866	585,866	97,644	37,908	135,277	23.1%	2
Human Resources	430,427	430,427	71,738	42,280	64,908	15.1%	
Planning & Inspections	676,271	676,271	112,712	55,729	98,966	14.6%	
Information Technology	495,804	495,804	82,634	26,790	55,409	11.2%	
Fleet Services	523,635	523,635	87,273	59,131	102,347	19.5%	
Building Maintenance	348,552	348,552	58,092	16,514	22,354	6.4%	
Nondepartment	2,537,477	2,537,477	422,913	48,586	203,423	8.0%	
Public Safety	\$14,774,521	\$14,774,521	\$2,462,420	\$1,450,799	\$2,870,140	19.4%	
Police	7,953,633	7,953,633	1,325,606	762,942	1,646,379	20.7%	3
Fire	5,818,589	5,818,589	969,765	608,958	1,084,155	18.6%	
Animal Control	347,339	347,339	57,890	27,103	47,408	13.6%	
Municipal Court	654,960	654,960	109,160	51,796	92,198	14.1%	
Streets	\$894,817	\$894,817	\$149,136	\$53,931	\$105,645	11.8%	
Culture and Recreation	\$2,172,447	\$2,172,447	\$362,075	\$186,445	\$358,326	16.5%	
Parks and Recreation	991,522	991,522	165,254	84,033	164,389	16.6%	
Library	1,180,925	1,180,925	196,821	102,411	193,937	16.4%	
Total General Fund Expenditures	\$24,209,625	\$24,209,625	\$4,034,938	\$2,065,308	\$4,160,463	17.2%	
Transfers Out	\$25,000	\$25,000	\$4,167	\$2,083	\$4,167	16.7%	
Total General Fund Expenditures and Transfers	\$24,234,625	\$24,234,625	\$4,039,104	\$2,067,391	\$4,164,629	17.2%	

Notes:

- 1 Some City Council members attended the TML conference in October.
- 2 Compensation payment to departing employee in October
- 3 An encumbrance of \$289,399 for shared service contract is included.

2014 December Monthly Financial Report

February 23, 2015

On September 22, 2014, the City Council of Haltom City adopted an operating budget totaling over \$73 million. These funds will be used for the operations of the City in Fiscal Year 2015, which began on October 1, 2014 and will end on September 30, 2015.

In an effort to provide better management tools to our staff and increased transparency to the public, we are pleased to publish the monthly financial report. Due to staff turnover in the Finance Department, this report was not available until February of 2015.

Year-To-Date Budget Revenues and Expenditures

In addition to the adopted and revised FY2015 Budget, the report includes a column called Year-To-Date (YTD) Budget. For revenues, the numbers in this column are calculated based on historical and proportional revenues for each month of the fiscal year. Historical data in this report generally encompasses the previous three (FY2012 to FY2014) years of revenue collections. The formula for this calculation is as follows:

YTD Budget = (Total Historical YTD Spending for December / Total Annual Historical Spending) x Current Budget

In cases where no historical revenues are available, the plan is based on 3/12th of the overall budget for that line item each month. All expenditures are based on 3/12th of the overall budget for each line item.

Actual Revenues and Expenditures

The report also includes the Actual revenues and expenditures as recorded in the City's financial system for each department in the month of November. All actuals are unaudited, and therefore may vary from the FY2015 Comprehensive Annual Financial Report to be published in Fiscal Year 2016.

Notes and Explanations

Notes and explanations are included in this report to provide additional information and or explanation of the line items in the report.

This report intends to provide a status update on the operations of the City as they relate to the adopted budget for FY2015. Staff is available to answer any additional questions you may have.

Sincerely,



Thomas J. Muir
City Manager

2014 December Monthly Financial Report - Fund Balances

Fund No.	Fund Title	Beginning Fund Balance 12/1/2014	YTD Revenues	YTD Expenditures	Ending Fund Balance 12/31/2014
01	General Fund	\$6,198,548	\$7,303,525	\$6,208,838	\$7,293,236
02	Parks Performance Fund	(20,724)	22,659	38,293	(36,357)
05	Debt Service Fund	191,998	1,970,833	500	2,162,331
11	Economic Development Fund	2,904,285	4,098,875	3,530,645	3,472,515
12	Crime Control & Prevention District Fund	853,150	349,833	357,250	845,733
13	Oil and Gas Fund	4,034,849	67,475	237,550	3,864,774
14	Hotel/Motel Tax Fund	96,969	11,087	20,562	87,494
15	Court Security Fund	133,378	7,716	11,777	129,318
16	Court Technology Fund	107,666	10,371	25,273	92,764
17	Juvenile Case Manager Fund	147,264	12,934	11,757	148,441
18	Red Light Camera Fund	248,323	17,620	22,466	243,477
19	Grant Fund	(38,581)	44,540	6,381	(421)
20	PEG Fund	51,000	23,034	-	74,034
21	Fire Donation Fund	3,578	644	380	3,842
22	Library Donation Fund	97,818	8,184	6,854	99,148
23	Police Forfeiture Fund	20,996	12,191	8,443	24,744
24	Park Donation Fund	29,848	4,933	9,133	25,648
25	Park Dedication Fund	33,253	118	4,375	28,996
26	Safe Pathways Fund	27,998	55	-	28,053
27	Animal Shelter Fund	34,808	1,074	-	35,882
28	Police Donation Fund	111,321	23,873	17,340	117,854
29	Police CART Fund	8,878	0	-	8,878
31	Street Reconstruction Fund	2,207,687	660,988	460,106	2,408,569
32	Capital Projects Fund	3,776,416	0	191,923	3,584,493
39	Street Assessments Fund	(1,312)	3,893	300	2,281
41	Water & Sewer Fund	3,931,075	4,345,936	2,576,902	5,700,109
42	Water & Sewer Utility Projects Fund	283,919	273,533	5,883	551,569
44	Water and Sewer Impact Fees Fund	773,686	19,534	-	793,220
45	Drainage Utility Fund	300,841	409,488	263,043	447,286
46	Drainage Capital Projects Fund	40,318	53,209	4,491	89,036
Total		\$ 26,589,253	\$19,758,155	\$14,020,465	\$32,326,943

2014 December Monthly Financial Report - Revenue Summary

Fund No.	Fund Title	Adopted Budget	Revised Budget	YTD Budget	December Actual	YTD Actual	Percent of Revenue Earned	Notes
01	General Fund	\$23,547,785	\$23,547,785	\$8,173,134	\$4,113,744	\$7,303,525	31.0%	
02	Parks Performance Fund	192,000	192,000	48,000	9,060	22,659	11.8%	
05	Debt Service Fund	4,811,555	4,811,555	1,202,889	1,464,677	1,970,833	41.0%	1
11	Economic Development Fund	9,154,686	9,154,686	2,288,672	221,210	4,098,875	44.8%	2
12	Crime Control & Prevention District Fund	1,449,280	1,449,280	362,320	107,575	349,833	24.1%	
13	Oil and Gas Fund	319,648	319,648	79,912	19,312	67,475	21.1%	
14	Hotel/Motel Tax Fund	44,400	44,400	11,100	5,387	11,087	25.0%	
15	Court Security Fund	34,100	34,100	8,525	2,477	7,716	22.6%	
16	Court Technology Fund	44,700	44,700	11,175	3,303	10,371	23.2%	
17	Juvenile Case Manager Fund	52,400	52,400	13,100	4,118	12,934	24.7%	
18	Red Light Camera Fund	166,200	166,200	41,550	7,926	17,620	10.6%	
19	Grant Fund	77,687	77,687	19,422	13,223	44,540	57.3%	3
20	PEG Fund	63,000	63,000	15,750	2,083	23,034	36.6%	
21	Fire Donation Fund	2,850	2,850	713	222	644	22.6%	
22	Library Donation Fund	38,700	38,700	9,675	2,630	8,184	21.1%	
23	Police Forfeiture Fund	25,500	25,500	6,375	7,400	12,191	47.8%	4
24	Park Donation Fund	51,750	51,750	12,938	1,099	4,933	9.5%	5
25	Park Dedication Fund	400	400	100	-	118	29.5%	
26	Safe Pathways Fund	5,150	5,150	1,288	-	55	1.1%	
27	Animal Shelter Fund	7,650	7,650	1,913	330	1,074	14.0%	
28	Police Donation Fund	73,500	73,500	18,375	5,795	23,873	32.5%	
29	Police CART Fund	1,000	1,000	250	-	-	0.0%	
31	Street Reconstruction Fund	1,495,500	1,495,500	373,875	109,876	660,988	44.2%	6
32	Capital Projects Fund	372,000	372,000	93,000	-	-	0.0%	
39	Street Assessments Fund	1,200	1,200	300	3,068	3,893	324.4%	
41	Water & Sewer Fund	18,008,982	18,008,982	4,502,246	956,471	4,345,936	24.1%	
42	Water & Sewer Utility Projects Fund	1,113,310	1,113,310	278,328	91,667	273,533	24.6%	
44	Water and Sewer Impact Fees Fund	17,000	17,000	4,250	19,240	19,534	114.9%	7
45	Drainage Utility Fund	1,718,007	1,718,007	429,502	138,370	409,488	23.8%	
46	Drainage Capital Projects Fund	215,000	215,000	53,750	17,917	53,209	24.7%	
Total Revenues		\$63,104,940	\$63,104,940	\$18,062,423	\$7,328,178	\$ 19,758,155	31.3%	

Notes:

- 1 The General Debt Service Fund received over \$1.6 million from property tax for the fiscal year.
- 2 A transfer of \$3,359,753 to Economic Development Fund was made in November for the 820 Expansion Project.
- 3 A reimbursement request of \$29,318 was made to the Emergency Management Grant in November and recorded in the Grant Fund.
- 4 The Police Forfeiture Fund received \$7,400 in awarded property in December from a sale of a vehicle obtained in an arrest.
- 5 The Park Donation Fund has received only \$1,099 thus far and is significantly below the budgeted amount.
- 6 The Street Reconstruction Fund received \$297,695 grant money for work performed on the Safe Routes to School project.
- 7 The Water & Sewer Impact Fees Fund received \$7,000 water impact fees and \$7,000 sewer impact fees from Steele & Freeman in December.

2014 December Monthly Financial Report - Expenditure Summary

Fund No.	Fund Title	Adopted Budget	Revised Budget	YTD Budget	December Actual	YTD Expenditures	Percent of Budget Spent	Notes
01	General Fund	\$ 24,234,625	\$ 24,234,625	\$6,058,656	\$2,045,584	\$6,208,838	25.6%	
02	Parks Performance Fund	192,239	192,239	48,060	12,251	38,293	19.9%	
05	Debt Service Fund	4,915,614	4,915,614	1,228,904	-	500	0.0%	
11	Economic Development Fund	11,252,551	11,252,551	2,813,138	173,318	3,530,645	31.4%	
12	Crime Control & Prevention District Fund	1,670,823	1,670,823	417,706	97,264	357,250	21.4%	
13	Oil and Gas Fund	951,044	951,044	237,761	79,183	237,550	25.0%	
14	Hotel/Motel Tax Fund	60,041	60,041	15,010	8,751	20,562	34.2%	
15	Court Security Fund	47,438	47,438	11,860	4,037	11,777	24.8%	
16	Court Technology Fund	42,704	42,704	10,676	675	25,273	59.2%	1
17	Juvenile Case Manager Fund	48,529	48,529	12,132	3,919	11,757	24.2%	
18	Red Light Camera Fund	206,912	206,912	51,728	11,273	22,466	10.9%	
19	Grant Fund	77,687	77,687	19,422	2,525	6,381	8.2%	
20	PEG Fund	3,820	3,820	955	-	-	0.0%	
21	Fire Donation Fund	3,600	3,600	900	13	380	10.6%	
22	Library Donation Fund	82,900	82,900	20,725	1,218	6,854	8.3%	
23	Police Forfeiture Fund	46,000	46,000	11,500	3,948	8,443	18.4%	
24	Park Donation Fund	50,950	50,950	12,738	7,383	9,133	17.9%	
25	Park Dedication Fund	-	-	-	1,458	4,375	NA	
26	Safe Pathways Fund	10,000	10,000	2,500	-	-	0.0%	
27	Animal Shelter Fund	5,150	5,150	1,288	-	-	0.0%	
28	Police Donation Fund	101,000	101,000	25,250	17,174	17,340	17.2%	
29	Police CART Fund	2,500	2,500	625	-	-	0.0%	
31	Street Reconstruction Fund	3,291,799	3,291,799	822,950	51,072	460,106	14.0%	
32	Capital Projects Fund	3,401,309	3,401,309	850,327	15,543	191,923	5.6%	
39	Street Assessments Fund	1,200	1,200	300	100	300	25.0%	
41	Water & Sewer Fund	19,656,432	19,656,432	4,914,108	1,324,276	2,576,902	13.1%	
42	Water & Sewer Utility Projects Fund	786,920	786,920	196,730	-	5,883	0.7%	
44	Water and Sewer Impact Fees Fund	400,000	400,000	100,000	-	-	0.0%	
45	Drainage Utility Fund	1,855,297	1,855,297	463,824	92,187	263,043	14.2%	
46	Drainage Capital Projects Fund	254,491	254,491	63,623	-	4,491	1.8%	
Total Expenditures		\$ 73,653,575	\$ 73,653,575	\$18,413,394	\$3,953,154	\$14,020,465	19.0%	

Notes:

- 1 The General Debt Service Fund received over \$1.6 million from property tax for the fiscal year.

2014 December Monthly Financial Report - General Fund Revenues

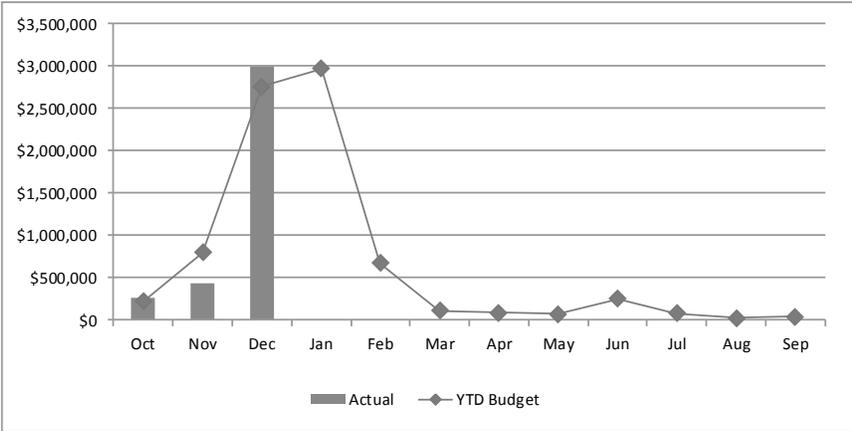
Description	Adopted Budget	Revised Budget	YTD Budget	November Actual	YTD Actual	Percent of Revenue Earned	Notes
Property Taxes	\$8,075,980	\$8,075,980	\$3,778,291	\$2,997,155	\$3,697,288	45.8%	1
Sales & Other Taxes	6,067,300	6,067,300	1,919,476	438,733	1,468,820	24.2%	
Franchise Fees	3,941,050	3,941,050	777,236	150,783	641,440	16.3%	
Licenses/Permits/Fees	626,330	626,330	231,396	117,171	164,067	26.2%	
Charges for Service	1,562,055	1,562,055	521,199	124,620	414,384	26.5%	
Court Fees and Fines	1,515,235	1,515,235	505,577	131,986	413,222	27.3%	
Other Revenues							
Intergovernmental	154,730	154,730	38,683	21,550	90,130	58.3%	2
Interest Income	35,000	35,000	8,750	-	(6,185)	-17.7%	
Miscellaneous	140,100	140,100	35,025	13,106	64,438	46.0%	3
Total General Fund Revenues	\$22,117,780	\$22,117,780	\$7,815,633	\$3,995,103	\$6,947,605	31.4%	
Transfers	\$1,430,005	\$1,430,005	357,501	118,640	355,920	24.9%	
Total General Fund Revenues and Transfers	\$23,547,785	\$23,547,785	\$8,173,134	\$4,113,744	\$7,303,525	31.0%	

Notes:

- 1 Received over \$3.6 million from property tax in General Fund for the first three months of the fiscal year.
- 2 Received \$45,684 from BISD for police officer at high school campus. The City bills BISD semiannually.
- 3 Received \$23,198 from TML for reimbursement of wrecked police vehicle.

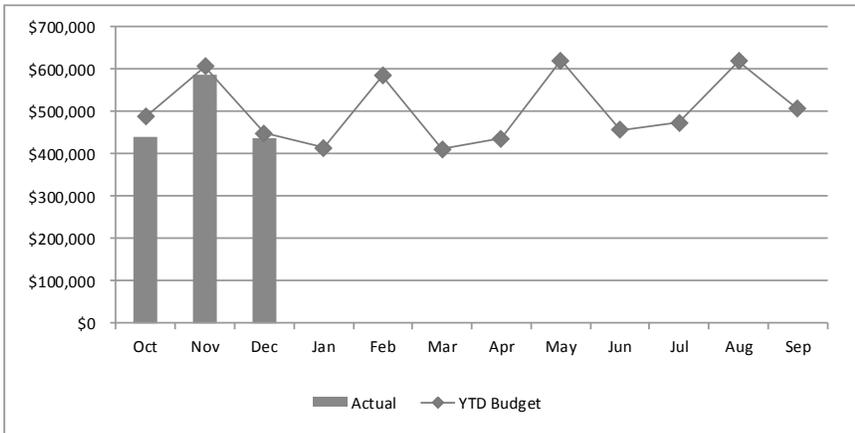
2014 December Monthly Financial Report - General Fund Revenues

Property Tax Revenues



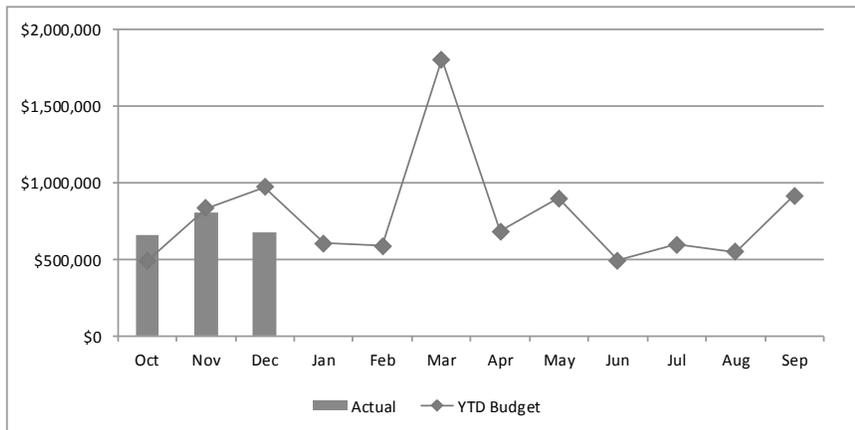
	YTD Budget	Actual	YTD Variance
Oct	\$219,046	\$270,496	\$51,450
Nov	\$796,161	\$429,638	(\$315,074)
Dec	\$2,763,083	\$2,997,155	(\$81,002)
Jan	\$2,970,715		
Feb	\$670,664		
Mar	\$110,042		
Apr	\$88,471		
May	\$68,485		
Jun	\$248,453		
Jul	\$80,344		
Aug	\$21,486		
Sep	\$39,029		
Total	\$8,075,980		

Sales Tax Revenue



	YTD 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		
Feb	\$584,395		
Mar	\$411,202		
Apr	\$436,723		
May	\$620,362		
Jun	\$457,018		
Jul	\$473,429		
Aug	\$618,883		
Sep	\$507,349		
Total	\$6,067,300		

Other General Fund Revenues



	YTD 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		
Feb	\$586,981		
Mar	\$1,799,011		
Apr	\$682,226		
May	\$897,072		
Jun	\$492,654		
Jul	\$593,314		
Aug	\$545,867		
Sep	\$914,356		
Total	\$9,404,505		

2014 December Monthly Financial Report - General Fund Expenditures

Description	Adopted Budget	Revised Budget	YTD Budget	December Actual	YTD Expenditures	Percent of Budget Spent	Notes
General Government	\$6,367,840	\$6,367,840	\$1,591,960	\$380,396	\$1,205,373	18.9%	
Administration	544,781	544,781	136,195	59,490	163,413	30.0%	
City Secretary	206,355	206,355	51,589	19,901	54,944	26.6%	
City Council	18,672	18,672	4,668	396	5,097	27.3%	
Finance	585,866	585,866	146,467	46,771	182,048	31.1%	1
Human Resources	430,427	430,427	107,607	39,357	104,265	24.2%	
Planning & Inspections	676,271	676,271	169,068	61,275	160,241	23.7%	
Information Technology	495,804	495,804	123,951	46,820	102,228	20.6%	
Fleet Services	523,635	523,635	130,909	49,181	151,528	28.9%	
Building Maintenance	348,552	348,552	87,138	29,829	52,184	15.0%	
Nondepartment	2,537,477	2,537,477	634,369	27,375	229,424	9.0%	
Public Safety	\$14,774,521	\$14,774,521	\$3,693,630	\$1,366,249	\$4,236,388	28.7%	
Police	7,953,633	7,953,633	1,988,408	785,345	2,431,724	30.6%	2
Fire	5,818,589	5,818,589	1,454,647	494,461	1,578,615	27.1%	
Animal Control	347,339	347,339	86,835	28,157	75,565	21.8%	
Municipal Court	654,960	654,960	163,740	58,286	150,484	23.0%	
Streets	\$894,817	\$894,817	\$223,704	\$78,500	\$184,145	20.6%	
Culture and Recreation	\$2,172,447	\$2,172,447	\$543,112	\$218,355	\$576,682	26.5%	
Parks and Recreation	991,522	991,522	247,881	103,211	267,601	27.0%	
Library	1,180,925	1,180,925	295,231	115,144	309,081	26.2%	
Total General Fund Expenditures	\$24,209,625	\$24,209,625	\$6,052,406	\$2,043,500	\$6,202,588	25.6%	
Transfers Out	\$25,000	\$25,000	\$6,250	\$2,084	\$6,250	25.0%	
Total General Fund Expenditures & Transfers	\$24,234,625	\$24,234,625	\$6,058,656	\$2,045,584	\$6,208,838	25.6%	

Notes:

- 1 Compensation payment to departing employee in October
- 2 An encumbrance of \$289,399 for shared service contract is included.

CITY COUNCIL MEMORANDUM

City Council Meeting: February 23, 2015
Department: City Secretary
Subject: Minutes of February 5, 2015 and
February 9, 2015

BACKGROUND

On February 5, 2015, a Strategic Planning Session was held at the Central Fire Station. On February 9, 2015, a Regular Meeting was held at City Hall, 5024 Broadway Avenue.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends the City Council approve the Minutes of the Strategic Planning Session of February 5, 2015 and the Regular Meeting of February 9, 2015.

ATTACHMENTS

February 5, 2015 Minutes
February 9, 2015 Minutes

MINUTES
HALTOM CITY COUNCIL STRATEGIC PLANNING SESSION
CENTRAL FIRE STATION, 5525 BROADWAY AVENUE
February 5, 2015

A Strategic Planning Session was held by the City Council of the City of Haltom City, Texas, on February 5, 2015, at 6:00 p.m. at the Central Fire Station, 5525 Broadway Avenue, Haltom City, Texas, with the following members present, to-wit:

Mayor Richard Hutchison	Mayor Pro-Tem Bob Watkins
Council Place 1 Marian Hilliard	Council Place 2 Jeff Western
Council Place 3 David Averitt	Council Place 4 Trae Fowler
Council Place 6 Stephanie Davenport	Council Place 7 Dr. An Truong

Staff Present: Tom Muir, City Manager; Chuck Barnett, Assistant City Manager; Art Camacho, City Secretary.

CALL TO ORDER

Mayor Richard Hutchison called the Strategic Planning Session to order at 6:04 p.m. Mike Mowery, of Strategic Government Resources, welcomed the group and presented an introduction into strategic planning that included a diagram illustrating planning concepts and leadership strategy values. A discussion was held regarding long and short term objectives and the current city leadership. The Council and Staff were placed into different work groups and presented their thoughts on a large worksheet regarding trends, political factors, technology, economic factors, customer needs, and uncertainty factors.

A brief recess was held at 7:45 p.m. and the meeting resumed at 7:55 p.m.

The Council/Staff then participated in an automatic voting session of their individual opinion of several current community issues, ideas, and future objectives. The session ended with each group presenting their idea of a five-year future headline/story that would highlight Haltom City.

ADJOURNMENT

Mayor Hutchison adjourned the meeting at 9:03 p.m. on February 5, 2015.

RESPECTFULLY SUBMITTED BY:

APPROVED BY:

Art Camacho, City Secretary

Richard Hutchison, Mayor

**MINUTES
HALTOM CITY COUNCIL MEETING
CITY HALL, 5024 BROADWAY AVENUE
February 9, 2015**

A Regular Meeting was held by the City Council of the City of Haltom City, Texas, on February 9, 2015, at 7:00 p.m. at City Hall, 5024 Broadway Avenue, Haltom City, Texas, with the following members present, to-wit:

Mayor Richard Hutchison
Council Place 1 Marian Hilliard
Council Place 3 David Averitt
Council Member 6 Stephanie Davenport

Mayor Pro Tem Bob Watkins
Council Place 2 Jeff Western
Council Place 4 Trae Fowler
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; Justin French, Planning and Community Development Director; Keith Lane, Police Chief; Tim Cool, IT Director; Jennifer Fung, Finance Director, Toni Beckett, Human Resources and Risk Manager; Steve Ross, Fire Chief, and Greg Van Nieuwenhuize, Public Works Director.

WORKSESSION

CALL TO ORDER

Mayor Hutchison called the Worksession to order at 6:00 p.m. City Manager Tom Muir provided an update on the 2014 Parks Improvement Project that included costs on different park projects, funding situations, expenditures, and future development plans. Mark Spencer, of MHS Planning and Design, presented detailed plans regarding the White's Branch park project that included additional parking and the Little Fossil Creek project that included walking trails, playground, and a rest area. A discussion was held regarding the costs for bathrooms, path lighting, public safety security, and a joint meeting with the Parks Board. The Consent Agenda was reviewed and a correction was made in the Minutes. Agenda Item # 2 – CAD/RMS – was moved on the Regular Agenda. No change was made to the Regular Agenda. Greg Van Nieuwenhuize, Public Works Director, provided park information regarding reconstruction at Orville Court. Mayor Hutchison called for an Executive Session at 6:33 p.m.

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, possible moratorium on fence permits, expenditures and oversight of the Haltom City Economic Development Corporation, litigation, and settlement offers and/or claims for the following cases:

- Donald Anthony Hains v. City of Haltom City
- Phillip Payne v. City of Haltom City
- Burkett v. City of Haltom City, et al.
- Flynn v. Haltom City EDC

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 Deputy Fire Chief.

Section 551.087 – Deliberations about Economic Development Incentives

Discuss or deliberate regarding commercial or financial information the City has received from business prospects the City seeks to have locate, stay, or expand in the City and with which the City is conducting economic development negotiations; deliberate the offer of a financial or other incentive to a business prospect.

Mayor Hutchison closed the Executive Session at 6:58 p.m.

REGULAR MEETING

CALL TO ORDER

Mayor Hutchison called the meeting to order at 7:03 p.m.

INVOCATION/PLEDGE OF ALLEGIANCE

Council Member Marian Hilliard presented Aaron Ashlock, the Pastor of Oak Knoll Baptist Church, who gave the Invocation and Council Member Hilliard led the Pledge of Allegiance and the Texas Flag Pledge.

ANNOUNCEMENTS AND EVENTS

Assistant City Manager Chuck Barnett announced the following:

Library

Video Contest – Enrolled BISD students will be participating and the theme is “Every Hero Has a Story” and the deadline is February 13, 2015.

AARP Income Tax Preparation Help – Each Thursday through April 9, tax assistance will be available at the Library. Tax assistance is free, but reservations are required due to limited seating. For additional information, call 817-222-7786.

Movie Night – “Alexander and the Terrible, Horrible, No Good, Very Bad Day” will be showing on Monday, March 9, 2015.

Park and Recreation

Buffalo Stampede – The 29th annual Haltom City Stampede will be held on Saturday, February 14, 2015. The packets can be picked up Thursday, February 12 and Friday, February 13 from 10:00 a.m. to 6:00 p.m. at the Haltom Recreation Center. The Fun Run will start at 8:30 a.m. and the 5k at 9:00 a.m. and participants can register online at www.haltomcitytx.com or mail the registration to the Haltom Recreation Center. Trophies will go to the first, second and third place winners in 14 different age groups. Proceeds go to benefit the BISD Back to School Health Fair, which provides school supplies, backpacks, and free health screening to students in Haltom City.

Art In The City

Evening of Swing – Art in the City will host an “Evening of Swing” on Sunday, February 16 at Don Cruz Restaurant located at 3155 Denton Highway in the Haltom Plaza Shopping Center. Music will be provided by the Jazz Monsters Big Band, performing music of the 30’s and 40’s. The event will be from 6:00 – 8:00 p.m.

Special Recognition

“Keep Haltom City Beautiful” – This program has won national recognition from “Keep America Beautiful” over cities of similar populations for environmental programs (litter cleanup, recycling, education and awareness and beautification projects). In January, the program’s coordinator – Fran Burns – represented Haltom City in Washington D. C. to accept the award.

Office Closings

City offices will be closed on Monday, February 16th in observance of President's Day.

CONSENT AGENDA

Agenda Item # 2 – CAD/RMS – was moved from the Consent Agenda to the Regular Agenda.

1. **Minutes** – Consideration and/or action regarding approval of the Minutes of the meeting of January 26, 2015. Council Member moved, seconded by Council Member, to approve the Minutes of January 26, 2015.
3. **Ordinance No. O-2014-036-15 (Z-007-14) – McCullar Office Warehouse** – Consideration and/or action on the application of Rod Ekern, on behalf of Kevin Khorrami, for approval of a Zoning Change request from “C-1” Commercial to C-3” Industrial located on Tracts 12C2 and 12C1 of the George Akers Survey, Abstract 30, being 1.54 acres of land located north of McCullar Road and east of Carson Street, locally known as 6017 and 6019 McCullar Road and action on an amendment to O-2010-011-15, amending the Future Land Use Plan within the 2010 Comprehensive Land Use Plan.– **2nd Reading**
4. **Ordinance No. O-2015-001-15 (Z-010-14) - Tyss Office Building** - Consideration and/or action on the application of James Pliska, on behalf of TYSS Investments LP, for approval of a Zoning Change request from “D” Duplex to “PD” Planned Development for all “C-3” uses plus office warehouse uses located on the northern half of Lot 1, Block 1 and all of Lot 18, Block 1, of the Parkdale Gardens Addition, being 0.746 acres of land located south of Wall Avenue and east of Carson Street, locally known as 2508 Carson Street, 6004 Wall Avenue, and 2433 Moneda Avenue; and action on an amendment to O-2010-011-15, amending the Future Land Use Plan within the 2010 Comprehensive Land Use Plan – **2nd Reading.**

Council Member Hilliard moved, seconded by Council Member Averitt, to approve the Consent Agenda, consisting of Items 1, 3, and 4, with corrections to the Minutes. **The vote was unanimous. Motion carried.**

REGULAR AGENDA

2. **CAD/RMS** – Consideration and/or action authorizing the City Manager to execute an interlocal agreement with the cities of Haltom City, North Richland Hills, Richland Hills and Watauga for a computer-aided dispatch/records management system (CAD/RMS). Police Chief Keith Lane provided information regarding the agreement and reviewed the process for selecting Spillman Inc. and also the funding. Council Member Western moved, seconded by Council Member Truong, to approve the interlocal agreement. **The vote was unanimous. Motion carried.**
5. **Ordinance No. O-2015-002-15 (CU-005-14)** – Conduct a public hearing and consider action on the application of Ernest Hedgcoth, on behalf of Brad Dunn, for a Conditional Use Permit request with site plan approval, for office warehouse uses located on Lot 13, Block 14 of the Clarence Jones Subdivision, being 0.385 acres located north of Carnation Street and west of Higgins Lane, locally known as 4141 Carnation Street – **1st Reading.** Justin French, Planning and Community Development Director, provided the ordinance information and

Ernest Hedgcoth provided additional site information. A discussion was held regarding sidewalks, parking and the property owner's longstanding business. Mayor Hutchison opened the Public Hearing at 7:30 p.m. No citizen came forward. Mayor Hutchison closed the Public Hearing and recognized Council Member Fowler, who moved, seconded by Mayor Pro Tem Bob Watkins, to approved Ordinance No. O-2015-002-15 (CU-005-14) – first reading. **The vote was unanimous. Motion carried.**

6. **Sidewalk Waiver/Safe Pathways Fund** – Consideration and/or action to authorize payment into the Safe Pathways Fund in lieu of the construction of a sidewalk at 2334 Pecan Court. Justin French, Planning and Community Development Director, presented the agenda item and a discussion was held regarding the site location and the absence of area sidewalks. Council Member Fowler moved, seconded by Council Member Truong, to approve the payment into the Safe Pathways Fund in lieu of the construction of a sidewalk at 2334 Pecan Court. **The vote was unanimous. Motion carried.**
7. **General, Special and Joint Elections** – Consideration and/or action to amend Resolution No. R-2015-001-01 calling for a general election and authorizing a joint election with Tarrant County on May 9, 2015 to include a special election for Council Member Place 3 and a special election to determine whether the Crime Control and Prevention District (CCPD) and the CCPD sales and use tax (¼ cent) should be continued for ten (10) years. City Secretary Art Camacho provided the amendment information that consisted of a special election for the vacancy in Council Place 3 and the CCPD sales and use tax. A discussion was held regarding the possible increase change on the amount of the CCPD sales and use tax, coinciding with a possible decrease change in the Economic Development Corporation ½ cent and the possibility of placing it on the May ballot. In addition, it was determined by the Council that Haltom City Northeast Center be the only polling place used on Election Day. Council Member Fowler moved, seconded by Council Member Truong, to approve amending Resolution No. R-2015-001-01 - calling for a general election; authorizing one polling place at the Haltom Northeast Center on election day; calling for a special election for the continuance of the CCPD sales and use tax for ten years, and for the vacancy in Council Place 3 – to be held on May 9, 2015. **The vote was unanimous. Motion carried.**

VISITORS/CITIZENS FORUM

The following citizens came forward:

1. Christopher Sloan – Commented on the speeding traffic on West Ellison Avenue between Carson and Thomas streets.

No other citizen came forward.

BOARDS/COMMISSIONS

8. **Resignations of Board Members** – Consider approval of the resignations of Board/Commission Members. Mayor Hutchison announced the following resignations for approval:
 1. Lyn Shimmin from the Parks Board – **The resignation was approved unanimously.**
 2. Blakely Cabano from the EDC – **The resignation was approved unanimously.**

9. **Appointment/Reappointment to Boards and Commissions** – Consider approval regarding appointments to Boards/Commissions. There were no appointments or reappointments.
10. **Board/Commission Reports** – Receive reports from Council liaisons. The following reports were given:
 1. Council Member Hilliard – Reported a Planning and Zoning Commission meeting will not be held tomorrow, but will meet on February 24, 2015.
 2. Council Member Western – Reported the Library Board did not meet for lack of a quorum.
 3. Council Member Averitt – Reported no ZBA meeting was held.No other reports were given.

EXCUSED ABSENCE OF COUNCIL MEMBERS

11. **Attendance Requirements** – Consideration regarding excused absences of Council Members according to Article III, Sec. 3.07 (a). Attendance Requirements of the Haltom City Charter. There were no absences.

EXECUTIVE SESSION

See Posting on Page One (1) of the Minutes.

The Council took a break and convened into Executive Session at 8:15 p.m.

RECONVENE TO REGULAR SESSION

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

The Council returned to Regular Session at 10:08 p.m. Mayor Pro Tem Watkins moved, seconded by Council Member Averitt, to appoint Council Member Fowler to the vacant position on the EDC. ***Mayor Pro Tem Watkins and Council Members Averitt, Davenport, and Truong voted aye. Council Members Hilliard and Western voted nay. Council Member Fowler abstained. Motion carried.***

ADJOURNMENT

Mayor Hutchison adjourned the meeting on February 9, 2015 at 10:08 p.m.

RESPECTFULLY SUBMITTED BY:

APPROVED BY:

Art Camacho, City Secretary

Richard Hutchison, Mayor

MINUTES
HALTOM CITY COUNCIL STRATEGIC PLANNING SESSION
CENTRAL FIRE STATION, 5525 BROADWAY AVENUE
February 12, 2015

A Strategic Planning Session was held by the City Council of the City of Haltom City, Texas, on February 12, 2015, at 6:00 p.m. at the Central Fire Station, 5525 Broadway Avenue, Haltom City, Texas, with the following members present, to-wit:

Mayor Richard Hutchison
Council Place 1 Marian Hilliard
Council Place 3 David Averitt
Council Place 7 Dr. An Truong

Mayor Pro-Tem Bob Watkins
Council Place 2 Jeff Western
Council Place 6 Stephanie Davenport

Council Place 4 Trae Fowler was absent

Staff Present: Tom Muir, City Manager; Chuck Barnett, Assistant City Manager; Art Camacho, City Secretary.

CALL TO ORDER

Mayor Richard Hutchison called the Strategic Planning Session to order at 6:04 p.m. Mike Mowery, of Strategic Government Resources, welcomed the group and requested input from each on the previous session held February 5th. The Vision Statement was reviewed and reworded, but the Mission Statement, Policy on Strategic Planning, and the Fiscal Policy were left unchanged. Changes were also made in regard to the Value Statements and the Policy on Leadership.

A brief recess was held at 7:30 p.m. and the meeting resumed at 7:40 p.m.

The Council reviewed the Long-Term Strategic Goals and changes were made in regard to several of the goals. The session ended with each Council member and the City Manager stating their views from this session.

ADJOURNMENT

Mayor Hutchison adjourned the meeting at 8:23 p.m. on February 12, 2015.

RESPECTFULLY SUBMITTED BY:

APPROVED BY:

Art Camacho, City Secretary

Richard Hutchison, Mayor

CITY COUNCIL MEMORANDUM

City Council Meeting: February 23, 2015

Department: Planning & Community Development

Subject: Ordinance No. O-2015-002-15
Final Reading (CU-005-14)
 Dunn-Rite Glass

BACKGROUND

On February 9, 2015, the City Council approved CU-005-14 by a vote of 7-0-0.

Consider action on the application of Ernest Hedgcoth, on behalf of Brad Dunn, for a Conditional Use Permit request with site plan approval, for office warehouse uses located on Lot 13, Block 14 of the Clarence Jones Subdivision, being 0.385 acres located north of Carnation Street and west of Higgins Lane, locally known as 4141 Carnation Street.

The applicant’s site plan proposes a deviation to a typical design standard of the “C-3” Commercial District and identifies alternate standards as summarized in the table below.

Design Standard	Required	Proposed
Landscape Buffer along Higgins Lane	15’ minimum	Varies from 15’ to allow 3 parking spaces (see site plan)
Tree Preservation	None	Preservation of three mature trees along Higgins Lane
Landscape Buffer Shrubs	A minimum of two shrubs	10 shrubs

The applicant also requests to pay into the Safe Pathways Fund in lieu of sidewalk construction. No consistent sidewalk system is present in the general vicinity.

FISCAL IMPACT

None.

RECOMMENDATION

On January 27, 2015, the P&Z recommended approval of CU-005-14 by a vote of 4-0-0.

ATTACHMENTS

Provided in the City Council packet of February 9, 2015

CITY COUNCIL MEMORANDUM/RESOLUTION

City Council Meeting: February 23, 2015

Department: Parks

Subject: 2014 Parks Improvements Project
Guaranteed Maximum Price

BACKGROUND

In November 2010, Haltom City voters approved \$5.4 million in Parks Bonds. This year's bond issue includes improvements for Whites Branch and Haltom Road Parks. Both parks need additional parking and new restroom facilities.

In January 2011, the City received a park development grant from the Texas Parks and Wildlife Department (TPWD) for \$500,000 for the development of Little Fossil Linear Park in the southern portion of the city. The Park will include a hike/bike trail along the creek, picnic pavilion, play area, benches, trail/creek overlooks, native landscaping/garden and parking.

In July 2014, these projects were bid separately but the City Council rejected the bids. Consequently, Staff combined the projects into one bid package to achieve some economies of scale. In addition, new restroom facilities were added to the scope of work for the Little Fossil Linear Park.

In October 2014, the City Council authorized a construction-manager-at-risk contract with Scott Tucker Construction. Tucker Construction worked throughout the various phases of the project; planning, design and construction in cooperation with the City and the designer (MHS Planning & Design). Tucker Construction then issued bids for all elements of the project and developed a guaranteed maximum price (GMP).

FISCAL IMPACT

The Little Fossil Creek Linear Park will be funded by a TPWD grant as referenced above. The grant is for \$500,000 but it is a reimbursable grant. The Economic Development Corporation (EDC) will initially fund this portion of the Project, with grant reimbursements deposited to the EDC. It should be noted that the Park Dedication Fund is funding \$17,500 towards the project as a condition of the grant application.

The GMP for the Little Fossil Creek Linear Park portion is \$498,726 but it does not include the restroom facilities as referenced above. Staff proposes to include the restroom facilities (\$65,000) into the Project and fund the facilities from the 2014 general obligation bonds. Total cost of the Little Fossil Linear Park portion of the Project is \$563,726.

The Whites Branch Park and Haltom Road Park improvements are to be funded by the 2014 general obligation bonds, of which there is \$522,000 available. The GMP for the Whites Branch Park and Haltom Road Park portions are \$314,106 and \$417,634, respectively. Both parks GMP total is \$731,740 which exceeds the available funds by \$209,740.

RECOMMENDATION

As referenced, the Little Fossil Creek Linear Park portion of the Project will cost \$563,726. For the remainder of the parks, Staff recommends proceeding with the Whites Branch Park portion (\$314,106) of the Project and deferring the Haltom Road Park portion (\$417,634) until FY2016 for possible funding by the EDC.

Therefore, Staff recommends the City Council accept the GMP of \$877,832 (Little Fossil Creek Linear Park - \$563,726 and Whites Branch Park - \$314,106) and authorize the City Manager to amend the construction-manager-at-risk contract with Scott Tucker Construction to reflect the GMP.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HALTOM CITY:

That the above stated Staff recommendations are hereby approved and authorized.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Haltom City, Texas this 23rd day of February, 2015, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, §551.001 *et seq.*

APPROVED

Richard Hutchison, Mayor

ATTEST:

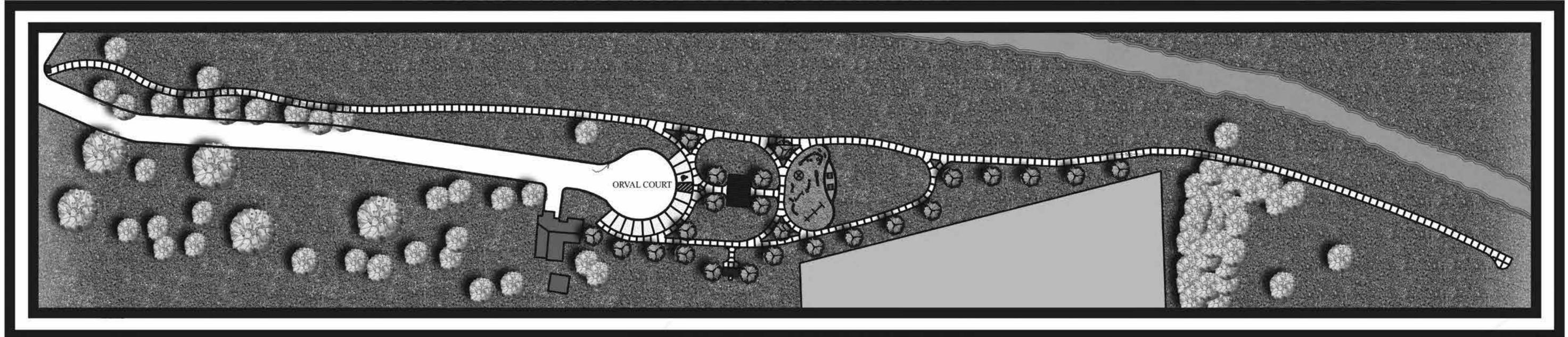
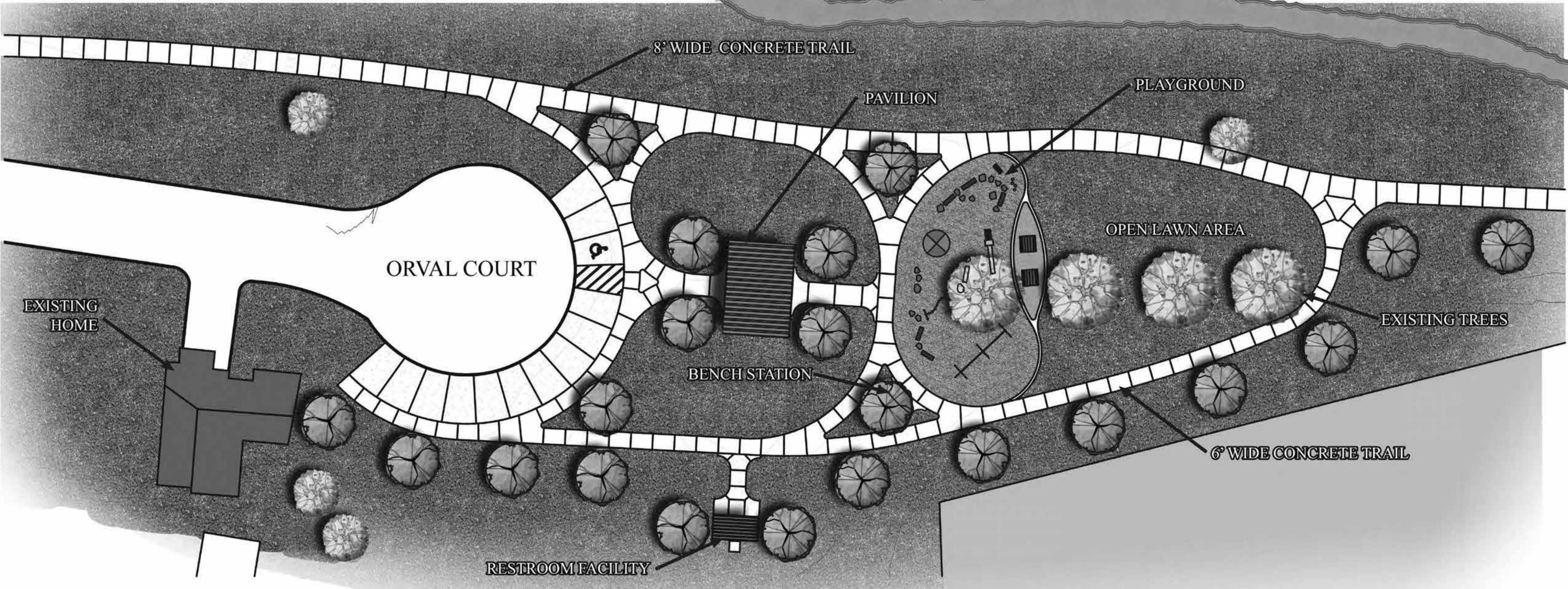
Art Camacho, City Secretary

APPROVED AS TO FORM:

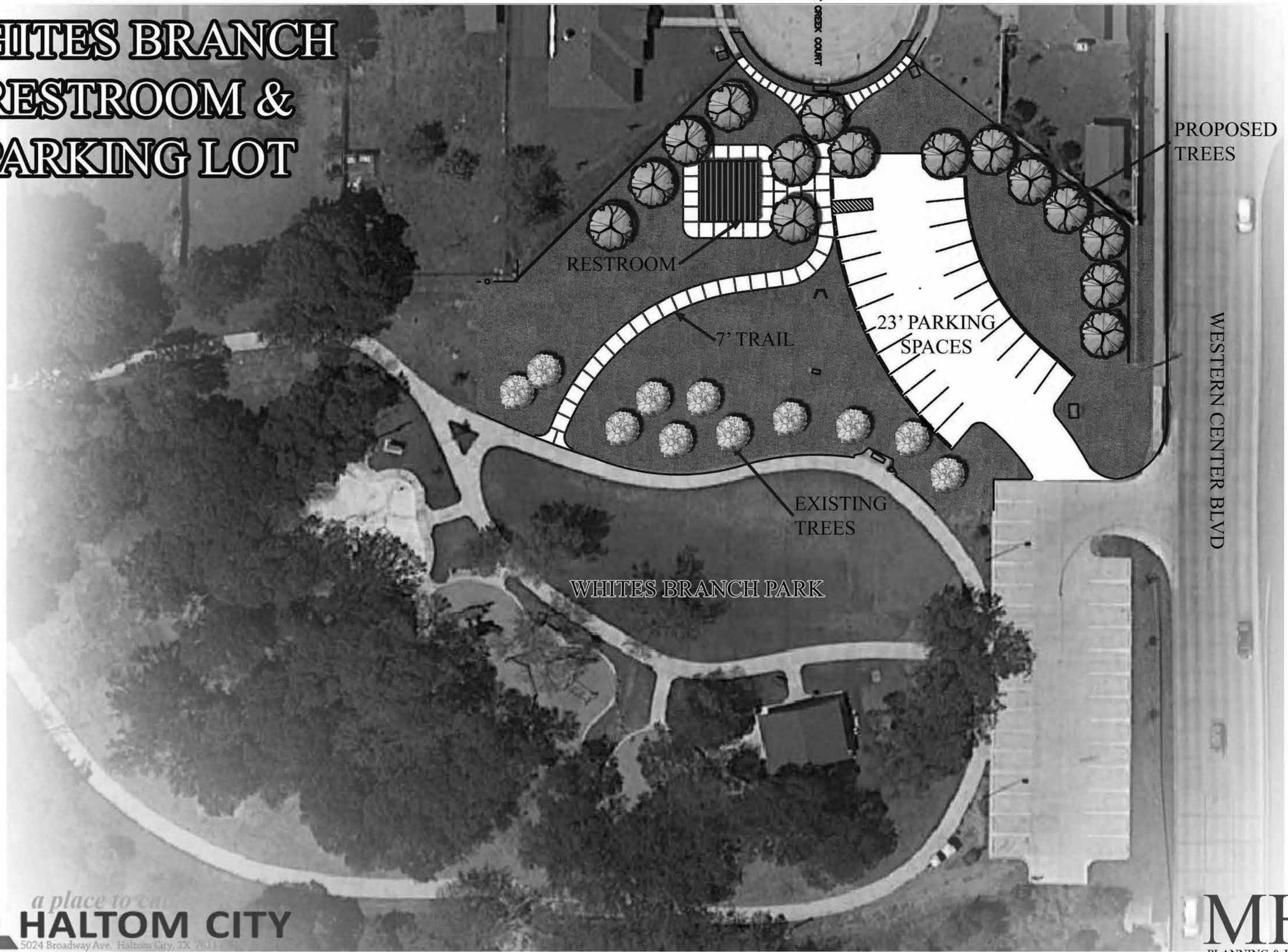
Wayne Olson, City Attorney

ATTACHMENTS

Park Concept Plans



WHITES BRANCH RESTROOM & PARKING LOT



CITY COUNCIL MEMORANDUM/RESOLUTION

City Council Meeting: February 23, 2015

Department: Information Technology / Purchasing

Subject: Microsoft Enterprise Agreement

BACKGROUND

On February 28, 2015, our three (3) year Microsoft Enterprise Agreement, which provides the full Microsoft Office Suite software packages, based on their contract with the State of Texas Department of Information Resources (DIR) will expire. The cost of continuing with the current licensing arrangement is cost prohibitive to the City.

Staff proposes to execute a new Microsoft Enterprise Agreement for Office 365, which provides full Microsoft Office functionality to those employees that require it and a pared down but fully functional set of tools to line personnel. Moving to this type of subscription model provides considerable savings on direct licensing, and simplifies the management of our software resources.

FISCAL IMPACT

Renewing the existing three-year agreement would have an annual cost of \$64,678. The proposed three-year Enterprise Agreement will have an annual cost of \$55,000, providing a cost savings of \$9,678. The 2014 Tax Notes will fund this expenditure. Fiscal impact will be positive as the quote for a straight renewal of the Microsoft Enterprise Agreement is \$64,678.40.

RECOMMENDATION

Staff recommends the City Council authorize the City Manager to execute the Microsoft Enterprise Agreement with SHI Government Solutions for the Microsoft Office 365 software, based on their contract with DIR. DIR has awarded a contract to SHI Government Solutions to be the managing entity for all state government agencies who are participating in the Microsoft Enterprise Agreement. Products purchased through DIR have afforded the City the best price and service for computer hardware and software, as well as satisfy the City's legal requirement to competitively bid the purchases, as referenced in Section 791.025 of the *Texas Government Code*.

In addition, Staff recommends the City Manager be expressly authorized to execute any and all change orders within the amounts set by state and local law.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HALTOM CITY:

That the above stated Staff recommendations are hereby approved and authorized.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Haltom City, Texas this 23rd day of February, 2015, at which meeting a quorum was present, held in accordance with the provisions of V.T.C.A., Government Code, §551.001 *et seq.*

APPROVED

Richard Hutchison, Mayor

ATTEST:

Art Camacho, City Secretary

APPROVED AS TO FORM:

Wayne Olson, City Attorney

CITY COUNCIL MEMORANDUM

City Council Meeting: February 23, 2015
Department: Administration
Subject: Resolution No. R-2015-004-01
Strategic Goals

BACKGROUND

On February 5th and 12th, the City Council held strategic planning sessions, at which time they agreed upon future strategic goals for the success and growth of Haltom City. In the past, the Council passed a resolution presenting these goals publicly to the citizens and indicating their commitment individually by signing a resolution.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends the Council approve Resolution No. R-2015-004-01 regarding the Council's strategic goals.

ATTACHMENTS

Resolution No. R-2015-004-01

RESOLUTION NO. R-2015-004-01

A RESOLUTION ESTABLISHING FUTURE STRATEGIC GOALS FOR THE SUCCESS AND GROWTH OF HALTOM CITY AND ITS CITIZENS.

WHEREAS, on February 5 and 12th, the City Council held strategic planning sessions, at which time they discussed their goals for the future; and

WHEREAS, the Haltom City Council's Vision Statement is "Create a safe, diverse and vibrant community where people choose to live, work and play"; and

WHEREAS, the Haltom City Council's Mission Statement is "To provide quality services to all members of the community"; and

WHEREAS, the Haltom City Council's Value Statements are as follows:

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

WHEREAS, the Haltom City Council's Policy on Leadership is:

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

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

WHEREAS, the Haltom City Council's Policy on Strategic Planning is for Staff to take a proactive approach to long-term strategic planning that is consistent with the Council's Vision and short- and long-term strategic goals; and

WHEREAS, the Haltom City Council's Fiscal Policy is "To manage all revenue and expenditures for the greatest value for the community as a whole and to openly communicate financial policy and results to citizens and businesses"; and

WHEREAS, the Haltom City Council’s Long-Term Strategic Goals (three- to five-year) are:

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

WHEREAS, Staff will develop short-term goals (one-year) through the budget process which will support these long-term goals.

PRESENTED AND PASSED on this the 23rd day of February 2015, by a vote of _____ ayes and _____ nays at a regular meeting of the City Council of the City of Haltom City, Texas.

Richard Hutchison
Mayor

Marian Hilliard
Council Member, Place 1

Jeff Western
Council Member, Place 2

David Averitt
Council Member, Place 3

Trae Fowler
Council Member, Place 4

Bob Watkins
Mayor Pro Tem, Place 5

Stephanie Davenport
Council Member, Place 6

Dr. An Truong
Council Member, Place 7

ATTEST:

Art Camacho, City Secretary

CITY COUNCIL MEMORANDUM

City Council Meeting: February 23, 2015
Department: City Secretary
Subject: Boards and Commissions
Resignation of Members

BACKGROUND

The City Council will consider action regarding the resignations from Boards and Commissions.

FISCAL IMPACT

None.

RECOMMENDATION

None.

ATTACHMENT

None.

CITY COUNCIL MEMORANDUM

City Council Meeting: February 23, 2015
Department: City Secretary
Subject: Boards and Commissions
Appointments/Reappointments

BACKGROUND

The City Council will consider action regarding the appointment/reappointment of board and commission members.

FISCAL IMPACT

None.

RECOMMENDATION

None.

ATTACHMENTS

Appointment applications: Willis O'Dell, Anthony Bennett, and David Wood.

Vacancies:

Park and Recreation Board (Place 8)
Planning and Zoning Commission (Places 5)
Zoning Board of Adjustment (Place 4)

Reappointments:

Beautification (Place 3)
CCPD/Redlight Camera (Places 3 and 5)