

AGENDA

HALTOM CITY COUNCIL MEETING

June 22, 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)

- Presentation on mosquito prevention.
- Discuss neighborhood planning and conservation districts.
- Review and discuss items on the regular agenda of June 22, 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
- Burkett v. City of Haltom City, et al.
- Flynn v. Haltom City EDC
- Emily A. Rudicel v. City Secretary/Haltom City Police Department
- Progressive County Mutual Ins. Co. v. The City of Haltom City
- James H. Watson v. The City of Haltom City
- Settlement of USACE Contract Dispute

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 Municipal Court Judge.

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 Scott Garrett

ANNOUNCEMENTS/EVENTS

The Haltom City Community Chorale sings the National Anthem

REPORTS

1. **Monthly Financial Report for May 2015** – Consideration and/or action regarding approval of the preliminary monthly Financial Report for the month ending May 31, 2015.
2. **Audit Report** – Consideration regarding approval of the Audit Committee report for FY2013-14.

REGULAR AGENDA

3. **Minutes** – Consideration and/or action regarding approval of the Minutes of the special meeting of June 8, 2015.
4. **Ordinance No. O-2015-010-15** - Consider action on the application of Ernest Hedgcoth, on behalf of Hal D. Turney, for approval of a Zoning Change request from “C-4” Commercial to “C-3” Commercial District located on a portion of Lot 2R, being approximately 0.057 acres located north of Airport Freeway (SH 121) and west of Hickory Drive, locally known as 5411 Airport Freeway – **2nd Reading**
5. **Auditing Services** – Consideration and/or action regarding awarding a contract for professional auditing services (Bid No. B2015-051-02) to Pattillo, Brown and Hill.

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

6. **Resignations of Board Members** – Consider approval of the resignations of Board/Commission Members.
7. **Appointment/Reappointment to Boards and Commissions** – Consider approval regarding appointments to Boards/Commissions.
8. **Board/Commission Reports** – Receive reports from Council liaisons.

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 19th DAY OF JUNE, 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: June 22, 2015

Department: Finance

Subject: Monthly Financial Report for May 2015

BACKGROUND

Attached is the Monthly Financial Report for the month ending May 31, 2015. This report is submitted to the City Council for their review and comment. It provides a top-level analysis of the City's financial condition and results of operations for the fiscal year to date.

FISCAL IMPACT

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

RECOMMENDATION

No action needed.

ATTACHMENTS

Monthly Financial Report for May 31, 2015.

2015 May Monthly Financial Report

June 16, 2015

We are pleased to provide the May 2015 monthly financial report. Most of the funds are performing as budgeted. Variances related to timing of revenues and expenditures will "level-out" as the year progresses. Exceptions that warrant explanations are listed in the financial report.

Fund Balances

At the end of May, total fund balance for all funds amounted to over \$31 million. Two of the operating funds namely Parks Performance Fund and Grant Fund, showed negative balances of \$40,680 and \$15,986 respectively. Both Parks Performance Fund and Grant Fund were budgeted with negative fund balance for FY2015.

Revenues

At the end of May, the City realized about 77% of the total budgeted revenues for the year. The City collected about \$11 million in Property Tax. Out of this amount, \$7.6 million is recorded in General Fund and \$3.4 million is recorded in Debt Service Fund. This represents over 94% of the Property Tax for the year. Sales Tax collection is lower than expected and is about 64% of the total budget. Water and Sewer revenues is lower than the budgeted amount (61%). Interest income has suffered for the current year due to amortization of premiums on some investments purchased in 2013. 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. Debt Service Fund has spent more than 87% of the annual budget due to principal and interest debt service payments in February. Street Reconstruction Fund has spent almost 83% of its budget due to street improvements. Water and Sewer expenses is only about 51% of the budget. 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 May Monthly Financial Report - Fund Balances

Fund No.	Fund Title	Beginning Fund Balance 10/1/2014	YTD Revenues	YTD Expenditures	Ending Fund Balance 5/31/2015
01	General Fund	\$6,198,548	\$18,783,118	\$15,213,284	\$9,768,381
02	Parks Performance Fund	(20,724)	88,770	108,726	(40,680)
05	Debt Service Fund	191,998	4,220,106	4,296,228	115,876
11	Economic Development Fund	2,904,285	9,273,874	7,203,942	4,974,217
12	Crime Control & Prevention District Fund	853,150	927,899	980,291	800,758
13	Oil and Gas Fund	4,034,849	146,600	633,467	3,547,983
14	Hotel/Motel Tax Fund	96,969	30,149	42,993	84,126
15	Court Security Fund	133,378	22,697	31,542	124,533
16	Court Technology Fund	107,666	30,223	30,751	107,138
17	Juvenile Case Manager Fund	147,264	37,690	31,553	153,401
18	Red Light Camera Fund	248,323	61,387	82,635	227,075
19	Grant Fund	(38,581)	82,957	60,362	(15,986)
20	PEG Fund	51,000	67,744	0	118,744
21	Fire Donation Fund	3,578	1,681	2,907	2,352
22	Library Donation Fund	97,818	22,427	7,984	112,261
23	Police Forfeiture Fund	20,996	18,739	9,443	30,292
24	Park Donation Fund	29,848	51,981	36,082	45,747
25	Park Dedication Fund	33,253	60	11,667	21,646
26	Safe Pathways Fund	27,998	2,104	0	30,102
27	Animal Shelter Fund	34,808	3,196	0	38,004
28	Police Donation Fund	111,321	38,058	37,478	111,901
29	Police CART Fund	8,878	1,000	0	9,878
31	Street Reconstruction Fund	2,207,687	1,279,882	2,714,859	772,710
32	Capital Projects Fund	3,776,416	368,404	309,519	3,835,301
39	Street Assessments Fund	(1,312)	7,716	800	5,604
41	Water & Sewer Fund	3,931,075	11,044,091	10,030,963	4,944,203
42	Water & Sewer Utility Projects Fund	283,919	734,640	942,792	75,767
44	Water and Sewer Impact Fees Fund	773,686	82,179	750	855,115
45	Drainage Utility Fund	300,841	1,090,508	945,814	445,535
46	Drainage Capital Projects Fund	40,318	143,796	7,997	176,117
Total		\$ 26,589,253	\$48,663,679	\$43,774,828	\$31,478,104

2015 May Monthly Financial Report - Revenue Summary

Fund No.	Fund Title	Adopted Budget	Revised Budget	YTD Budget	May Actual	YTD Actual	Percent of Revenue Earned	Notes
01	General Fund	\$ 23,547,785	\$ 23,547,785	\$ 18,572,522	\$1,549,937	\$18,783,118	79.8%	1
02	Parks Performance Fund	192,000	192,000	128,000	13,259	88,770	46.2%	
05	Debt Service Fund	4,811,555	4,811,555	3,207,703	112,567	4,220,106	87.7%	2
11	Economic Development Fund	9,154,686	9,154,686	6,103,124	1,173,527	9,273,874	101.3%	3
12	Crime Control & Prevention District Fund	1,449,280	1,449,280	966,187	143,945	927,899	64.0%	
13	Oil and Gas Fund	319,648	319,648	213,099	5,310	146,600	45.9%	
14	Hotel/Motel Tax Fund	44,400	44,400	29,600	4,427	30,149	67.9%	
15	Court Security Fund	34,100	34,100	22,733	2,762	22,697	66.6%	
16	Court Technology Fund	44,700	44,700	29,800	3,679	30,223	67.6%	
17	Juvenile Case Manager Fund	52,400	52,400	34,933	4,555	37,690	71.9%	
18	Red Light Camera Fund	166,200	166,200	110,800	8,084	61,387	36.9%	
19	Grant Fund	77,687	77,687	51,791	4,685	82,957	106.8%	4
20	PEG Fund	63,000	63,000	42,000	19,717	67,744	107.5%	5
21	Fire Donation Fund	2,850	2,850	1,900	199	1,681	59.0%	
22	Library Donation Fund	38,700	38,700	25,800	2,408	22,427	58.0%	
23	Police Forfeiture Fund	25,500	25,500	17,000	4	18,739	73.5%	
24	Park Donation Fund	51,750	51,750	34,500	1,344	51,981	100.4%	6
25	Park Dedication Fund	400	400	267	6	60	15.0%	
26	Safe Pathways Fund	5,150	5,150	3,433	2,073	2,104	40.9%	
27	Animal Shelter Fund	7,650	7,650	5,100	254	3,196	41.8%	
28	Police Donation Fund	73,500	73,500	49,000	1,392	38,058	51.8%	
29	Police CART Fund	1,000	1,000	667	0	1,000	100.0%	7
31	Street Reconstruction Fund	1,495,500	1,495,500	997,000	157,073	1,279,882	85.6%	
32	Capital Projects Fund	372,000	372,000	248,000	164	368,404	99.0%	
39	Street Assessments Fund	1,200	1,200	800	1	7,716	643.0%	8
41	Water & Sewer Fund	18,008,982	18,008,982	12,005,988	1,284,528	11,044,091	61.3%	9
42	Water & Sewer Utility Projects Fund	1,113,310	1,113,310	742,207	91,723	734,640	66.0%	
44	Water and Sewer Impact Fees Fund	17,000	17,000	11,333	56	82,179	483.4%	10
45	Drainage Utility Fund	1,718,007	1,718,007	1,145,338	134,408	1,090,508	63.5%	
46	Drainage Capital Projects Fund	215,000	215,000	143,333	17,953	143,796	66.9%	
Total Revenues		\$ 63,104,940	\$ 63,104,940	\$ 44,943,959	\$ 4,740,039	\$ 48,663,679	77.1%	

Notes:

- 1 The General Fund received \$7.6 million from property tax which was over 94% of the property tax revenues.
- 2 The General Debt Service Fund received over \$3.4 million from property tax revenue for the fiscal year.
- 3 The Economic Development Fund realized about \$7.3 million in grant revenues for the year.
- 4 The Grant Fund received about \$82,957 grant revenues for various police and fire related grants thus far.
- 5 The PEG fund revenues exceeded the budgeted amount due to higher PEG fees and transfers from General Fund.
- 6 Revenues of \$40,185 were received for Back to School Healthfair. The actual revenues for the fund exceeded the budgeted amount.
- 7 The budgeted transfer of \$1,000 from Police Forfeiture Fund was made in May.
- 8 Received \$7,704 in Street Assessments for the year and exceeded the budget of \$1,200.
- 9 Revenues below budget due to seasonal fluctuation of revenues and wet weather.
- 10 Received total revenues of \$82,179 mainly from water and sewer impact fees that exceeded the fund budget of \$17,000.

2015 May Monthly Financial Report - Expenditure Summary

Fund No.	Fund Title	Adopted Budget	Revised Budget	YTD Budget	May Actual	YTD Expenditures	Percent of Budget Spent	Notes
01	General Fund	\$ 24,234,625	\$ 24,234,625	\$ 16,156,417	\$1,625,669	\$15,213,284	62.8%	
02	Parks Performance Fund	192,239	192,239	128,159	14,397	108,726	56.6%	
05	Debt Service Fund	4,915,614	4,915,614	3,277,076	0	4,296,228	87.4%	1
11	Economic Development Fund	11,252,551	11,252,551	7,501,701	1,400,448	7,203,942	64.0%	
12	Crime Control & Prevention District Fund	1,670,823	1,670,823	1,113,882	131,661	980,291	58.7%	
13	Oil and Gas Fund	951,044	951,044	634,029	79,183	633,467	66.6%	
14	Hotel/Motel Tax Fund	60,041	60,041	40,027	1,993	42,993	71.6%	
15	Court Security Fund	47,438	47,438	31,625	3,870	31,542	66.5%	
16	Court Technology Fund	42,704	42,704	28,469	1,346	30,751	72.0%	
17	Juvenile Case Manager Fund	48,529	48,529	32,353	4,069	31,553	65.0%	
18	Red Light Camera Fund	206,912	206,912	137,941	14,598	82,635	39.9%	
19	Grant Fund	77,687	77,687	51,791	6,431	60,362	77.7%	
20	PEG Fund	3,820	3,820	2,547	0	0	0.0%	
21	Fire Donation Fund	3,600	3,600	2,400	4,398	2,907	80.8%	2
22	Library Donation Fund	82,900	82,900	55,267	1,867	7,984	9.6%	
23	Police Forfeiture Fund	46,000	46,000	30,667	0	9,443	20.5%	
24	Park Donation Fund	50,950	50,950	33,967	7,057	36,082	70.8%	
25	Park Dedication Fund	0	0	0	1,458	11,667	NA	
26	Safe Pathways Fund	10,000	10,000	6,667	0	0	0.0%	
27	Animal Shelter Fund	5,150	5,150	3,433	0	0	0.0%	
28	Police Donation Fund	101,000	101,000	67,333	11,075	37,478	37.1%	
29	Police CART Fund	2,500	2,500	1,667	0	0	0.0%	
31	Street Reconstruction Fund	3,291,799	3,291,799	2,194,533	489,576	2,714,859	82.5%	3
32	Capital Projects Fund	3,401,309	3,401,309	2,267,539	52,694	309,519	9.1%	
39	Street Assessments Fund	1,200	1,200	800	100	800	66.7%	
41	Water & Sewer Fund	19,656,432	19,656,432	13,104,288	1,144,209	10,030,963	51.0%	4
42	Water & Sewer Utility Projects Fund	786,920	786,920	524,613	475,360	942,792	119.8%	5
44	Water and Sewer Impact Fees Fund	400,000	400,000	266,667	0	750	0.2%	6
45	Drainage Utility Fund	1,855,297	1,855,297	1,236,865	89,931	945,814	51.0%	7
46	Drainage Capital Projects Fund	254,491	254,491	169,661	0	7,997	3.1%	
Total Expenditures		\$ 73,653,575	\$ 73,653,575	\$49,102,383	\$5,561,391	\$43,774,828	59.4%	

Notes:

- 1 The Debt Service Fund paid over \$4.2 million debt service in February for the year's principal payments and half year's interest payments.
- 2 The Fire Donation Fund spent \$4,398 during the month of May.
- 3 This is a capital project fund and expenditures can be over the current year budget due to projects carried from the previous year. Major expenditures for May were related to Webster Street construction.
- 4 The expenses for Water & Sewer Fund were lower than budget due to seasonal variation of expenses.
- 5 This is a capital project fund. Expenses may be budgeted from the previous years. Expenses on Springlake Sewer Trunk Replacement amounted to \$922,990 this year thus far.
- 6 Budget of \$400,000 for the year and part of the amount will be used for appropriate projects.
- 7 The expenses for Drainage Fund were lower than budget due to seasonal variation of expenses.

2015 May Monthly Financial Report - General Fund Revenues

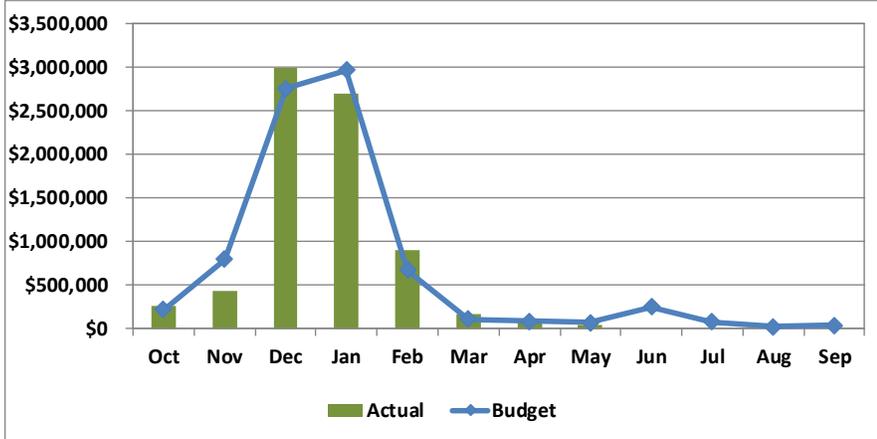
Description	Adopted Budget	Revised Budget	YTD Budget	May Actual	YTD Actual	Percent of Revenue Earned	Notes
Property Taxes	\$8,075,980	\$8,075,980	7,686,668	\$51,586	\$7,601,443	94.1%	1
Sales & Other Taxes	6,067,300	6,067,300	4,010,620	625,339	3,899,273	64.3%	
Franchise Fees	3,941,050	3,941,050	3,149,575	360,976	3,237,091	82.1%	2
Licenses/Permits/Fees	626,330	626,330	488,251	60,861	427,984	68.3%	
Charges for Service	1,562,055	1,562,055	1,047,794	127,161	1,066,565	68.3%	
Court Fees and Fines	1,515,235	1,515,235	1,016,388	147,346	1,242,483	82.0%	3
Other Revenues							
Intergovernmental	154,730	154,730	103,153	46,535	200,184	129.4%	4
Interest Income	35,000	35,000	23,333	573	13,615	38.9%	
Miscellaneous	140,100	140,100	93,400	10,919	145,357	103.8%	5
Total General Fund Revenues	\$22,117,780	\$22,117,780	\$17,619,184	\$1,431,297	\$17,833,996	80.6%	
Transfers	\$1,430,005	\$1,430,005	\$953,337	\$118,640	\$949,121	66.4%	
Total General Fund Revenues and Transfers	\$23,547,785	\$23,547,785	\$18,572,522	\$1,549,937	\$18,783,118	79.8%	

Notes:

- 1 Received over \$7.6 million from property tax for the first eight months, which is 94% of the property tax revenues.
- 2 Franchise fees collection is 22% over the budgeted amount at this point as the yearly electric franchise of over \$1.37 million was received in March.
- 3 The total Fees and Fines collected is higher than the year-to-date budgeted amount.
- 4 Major intergovernmental incomes received include Birdville ISD for police officers at high school campus and Tarrant County for Auto Theft Task Force.
- 5 The City received \$23,698 for insurance reimbursement and \$35,326 from non-classified revenues (TML, Texas Coalition of Affordable Power).

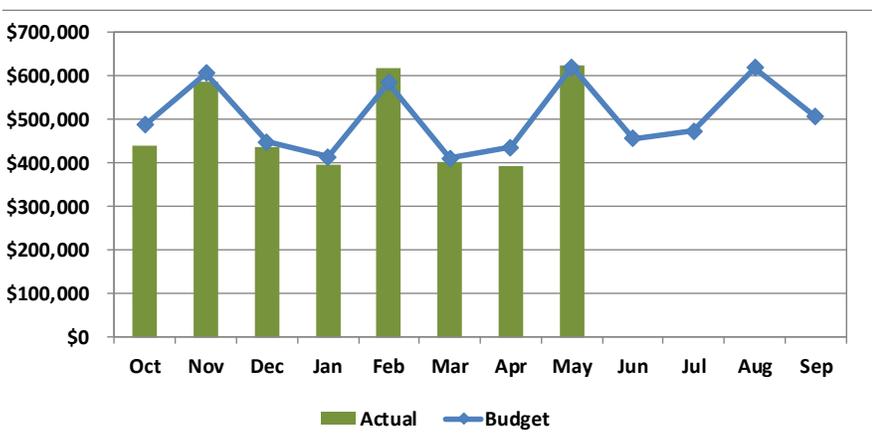
2015 May Monthly Financial Report - General Fund Revenues

Property Tax Revenues



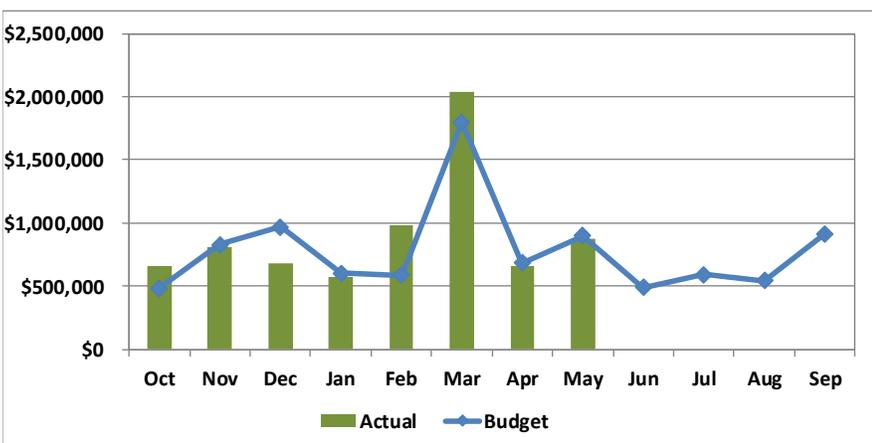
	Budget	Actual	YTD Variance
Oct	\$219,046	\$270,496	\$51,450
Nov	\$796,161	\$429,638	(\$315,074)
Dec	\$2,763,083	\$2,997,155	(\$81,002)
Jan	\$2,970,715	\$2,697,391	(\$354,326)
Feb	\$670,664	\$906,162	(\$118,828)
Mar	\$110,042	\$173,666	(\$55,204)
Apr	\$88,471	\$75,349	(\$68,327)
May	\$68,485	\$51,586	(\$85,225)
Jun	\$248,453	\$248,453	
Jul	\$80,344	\$80,344	
Aug	\$21,486	\$21,486	
Sep	\$39,029	\$39,029	
Total	\$8,075,980	\$7,601,443	(\$474,537)

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	\$457,018	
Jul	\$473,429	\$473,429	
Aug	\$618,883	\$618,883	
Sep	\$507,349	\$507,349	
Total	\$6,067,300	\$3,904,357	(\$2,162,943)

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	\$492,654	
Jul	\$593,314	\$593,314	
Aug	\$545,867	\$545,867	
Sep	\$914,356	\$914,356	
Total	\$9,404,505	\$7,273,200	(\$2,131,305)

2015 May Monthly Financial Report - General Fund Expenditures

Description	Adopted Budget	Revised Budget	YTD Budget	May Actual	YTD Expenditures	Percent of Budget Spent	Notes
General Government	\$6,367,840	\$6,367,840	\$4,245,227	\$305,607	\$3,084,697	48.4%	
Administration	544,781	544,781	363,187	41,119	377,403	69.3%	
City Secretary	206,355	206,355	137,570	29,999	148,490	72.0%	
City Council	18,672	18,672	12,448	504	9,209	49.3%	
Finance	585,866	585,866	390,577	43,998	399,941	68.3%	
Human Resources	430,427	430,427	286,951	30,178	250,157	58.1%	
Planning & Inspections	676,271	676,271	450,847	44,456	376,103	55.6%	
Information Technology	495,804	495,804	330,536	34,735	269,181	54.3%	
Fleet Services	523,635	523,635	349,090	39,247	355,369	67.9%	
Building Maintenance	348,552	348,552	232,368	14,294	176,542	50.7%	
Nondepartment	2,537,477	2,537,477	1,691,651	27,077	722,300	28.5%	1
Public Safety	\$14,774,521	\$14,774,521	\$9,849,681	\$1,100,204	\$10,280,488	69.6%	
Police	7,953,633	7,953,633	5,302,422	545,497	5,688,112	71.5%	
Fire	5,818,589	5,818,589	3,879,059	485,830	4,035,043	69.3%	
Animal Control	347,339	347,339	231,559	21,500	181,135	52.1%	
Municipal Court	654,960	654,960	436,640	47,377	376,198	57.4%	
Streets	\$894,817	\$894,817	\$596,545	\$61,319	\$473,291	52.9%	
Culture and Recreation	\$2,172,447	\$2,172,447	\$1,448,298	\$156,456	\$1,358,142	62.5%	
Parks and Recreation	991,522	991,522	661,015	78,838	656,194	66.2%	
Library	1,180,925	1,180,925	787,283	77,618	701,948	59.4%	
Total General Fund Expenditures	\$24,209,625	\$24,209,625	\$16,139,750	\$1,623,586	\$15,196,617	62.8%	
Transfers Out	\$25,000	\$25,000	\$16,667	\$2,083	\$16,667	66.7%	
Total General Fund Expenditures & Transfers	\$24,234,625	\$24,234,625	\$16,156,417	\$1,625,669	\$15,213,284	62.8%	

Notes:

1 Non-department expenditures incurred was about 29% for the year.

CITY COUNCIL MEMORANDUM/RESOLUTION

City Council Meeting: June 22, 2015
Department: Finance
Subject: Comprehensive Annual Financial Report for Fiscal Year 2014

BACKGROUND

The audit of the City's financial statements by the City's outside audit firm for the fiscal year ending September 30, 2014 has been completed. Rylander, Clay & Opitz, LLP, Certified Public Accountants, performed the audit. The audit represents the fifth year for this firm to perform our audit since they were selected as our audit firm through a sealed professional proposal process in the summer of 2010.

A copy of the Comprehensive Annual Financial Report and the auditors' Report to City Council will be made available. The audit report includes: Auditor's Report to the Audit Committee and Management Letter.

The Audit Committee comprised of Council Members Garrett, Grow, and Davenport met on June 16th in a public meeting to review the reports with the auditors. The draft CAFR will be presented to the Council on Monday, June 22nd, during the Council workshop.

FISCAL IMPACT

The fiscal impact of the CAFR is reflected in the cost of future debt issued by the City and in FY2016 budget planning.

RECOMMENDATION

No action needed. The Audit Committee will share their conclusion at the Council meeting.

ATTACHMENTS

To be provided at June 22nd Council Workshop

CITY COUNCIL MEMORANDUM

City Council Meeting: June 22, 2015
Department: City Secretary
Subject: Minutes of June 8, 2015.

BACKGROUND

On June 9, 2015, a Regular Meeting was held at City Hall, 5024 Broadway Avenue, Haltom City, Texas.

FISCAL IMPACT

None.

RECOMMENDATION

Staff recommends the City Council approve the Minutes of the Meeting of June 9, 2015.

ATTACHMENTS

June 9, 2015 Minutes

**MINUTES
HALTOM CITY COUNCIL MEETING
CITY HALL, 5024 BROADWAY AVENUE
June 8, 2015**

A Regular Meeting was held by the City Council of the City of Haltom City, Texas, on June 8, 2015, at 7:00 p.m. at City Hall, 5024 Broadway Avenue, Haltom City, Texas, with the following members present, to-wit:

Mayor David Averitt

Mayor Pro Tem Bob Watkins

Council Place 1 Jeannine Nunn

Council Place 2 Walter Grow

Council Place 3 Scott Garrett

Council Member 6 Stephanie Davenport

Council Place 7 Dr. An Truong

Council Place 4 Trae Fowler was absent during the Worksession, but was present for the Regular Session.

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; Susan White, Business Development Coordinator; Toni Beckett, Human Resources and Risk Management; and Greg Van Nieuwenhuize, Public Works Director.

WORKSESSION

CALL TO ORDER

Mayor David Averitt called the Worksession to order at 6:00 p.m. City Manager Tom Muir discussed the possibility of rescheduling the date for the monthly "Round-Table" discussion from the 3rd Thursday to either the 2nd or 4th Thursday to allow for better attendance and will also include more orientation material for the new Council members. City Attorney Wayne Olson presented information to the Council, particularly the new members, regarding the Open Meetings and Open Records requirements. There was no Executive Session. Mayor Averitt closed the Worksession at 7:05 p.m.

REGULAR MEETING

CALL TO ORDER

Mayor Averitt called the meeting to order at 7:15 p.m.

INVOCATION/PLEDGE OF ALLEGIANCE

Council Member Walter Grow gave the Invocation and led the Pledge of Allegiance and the Texas Flag Pledge.

ANNOUNCEMENTS AND EVENTS

City Secretary Art Camacho announced the following:

Library

Family Movie Night – On Monday, June 15th, the Family Movie night will be "Teenage Ninja Mutant Turtles" and on June 22nd, the movie "Mulan" will be shown.

Special Guests – Friday, June 12th will present Zooniveristy at 2:00 p.m.; on Wednesday, June 17th, the Ringling Brothers Clowns will be performing at 10:00 a.m.; on Friday, June 19th, magician James Wand will be performing at 2:00 p.m.

Craft Saturday – This activity will be held on Saturday, June 27th from 10:00 a.m. to 12:00 noon with easy-to-make crafts.

Story Times – Held on Thursdays from 11:00 a.m. to 11:45 a.m. for 3 yrs. and older. For ages 2 and younger, it is held on Fridays from 10:30 a.m. to 11:15 a.m.

Veterans Support Group – The Veterans Support Group will be meeting on the second and fourth Monday of each month from 6:00 – 7:00 p.m.

Senior Center

Senior Center Anniversary Celebration – A luncheon commemorating the Senior Center Anniversary will be held on Wednesday, May 20th at 12:00 noon.

Jerry Mosman, Executive Director of Senior Citizens, has notified Bobbi Arthur that the City of Haltom City has been chosen to receive the Mae Cora Peterson Healthy Aging Award at the Senior Spirit Awards Luncheon on September 25, 2015 at the Cendera Center.

Parks and Recreation

The free summer lunch program will be held at the Recreation Center from Monday through Friday at 12:30 p.m. for ages 1-18 with breakfast starting at 8:00 a.m.

The Super Kids Summer Camp kicks off on June 8th at the Recreation Center and will continue through August 14 and is packed with fun – games, crafts, movies, outdoor play, field trips, and more. Cost is \$95/week with a \$25 registration fee. Camp is for ages 6-13. Limited space available each week, so register early.

Registration is now being held for Volleyball Camp. Participants will learn the basics of volleyball, including serving, bumping, setting, exercising and more. Additional training and skills will be offered as needed for each individual. Two camps are available: June 15 – 18 for ages 7-12 (deadline is June 10) and June 22 – 25 for ages 13 & up. Cost is \$40 per person.

For more information, contact the Recreation Center at 817-831-6464 or email cpruitt@haltomcitytx.com.

REPORTS

1. **Monthly Financial Report** – Consideration and/or action regarding approval of the preliminary monthly Financial Report for the month of April 2015. Finance Director Jennifer Fung presented the April financial report and a discussion was held regarding the maintaining of revenues in relation to the expenditures and the citizen's water consumption and future price increase. Council Member Trae Fowler moved, seconded by Council Member Dr. An Truong, to approve the monthly financial report for the month of April 2015. ***The vote was unanimous. Motion carried.***

CONSENT AGENDA

2. **Minutes** – Consideration and/or action regarding approval of the Minutes of the special meeting of May 18, 2015, Worksession of May 21, 2015, and the special meeting of May 26, 2015.
3. **Ad Valorem Taxing** – Consideration and/or action regarding approval of a contract with the Tarrant County Tax Office to provide ad valorem tax assessing, billing, collecting and reporting for the 2015 Tax Year.
4. **Property Enhancement Incentives Grant** – Consideration and/or action for approval of a Property Enhancement Incentives Grant to Hi Line Tool.

A change was made to the Minutes of May 18, 2015. Council Member Trae Fowler acknowledged and expressed gratitude on behalf of the Council to Hi Line Tool business owner Jeff Gunter for his new business venture in Haltom City. Council Member Fowler then moved, seconded by Mayor Pro Tem Watkins, to approve the Consent Agenda consisting of Agenda Items 2, 3, and 4, with adjustments made by Mayor Pro Tem Watkins to the Minutes of May 18, 2015. ***The vote was unanimous. Motion carried.***

REGULAR AGENDA

5. **Mayor Pro Tem** – Consideration and/or action regarding election of the Mayor Pro Tem. Council Member Fowler moved to elect Bob Watkins in continuance of his position of Mayor Pro Tem and Mr. Watkins agreed to serve. No other Council member was nominated. ***The vote was unanimous. Motion carried.***

6. **Ordinance No. O-2015-007-15 - Fence Ordinance Amendment** – Conduct a public hearing and consider action on an amendment to Ordinance No. O-2002-032-15, as amended, the Zoning Ordinance of the City of Haltom City, Texas, by amending regulations to provide more specific regulations regarding fences, walls, and screening standards. – ***2nd Reading.*** City Manager Tom Muir explained to the audience that the second reading of the ordinance was delayed to allow for Diamond Oaks residents to be properly notified and also for the new Council members to be fully informed on the agenda item. Planning and Community Development Director Justin French presented the ordinance and a discussion was held regarding the replacing of similar fence material and the fence length allowed, the issuing of new permits, and the ordinance effective date. The Council determined that it would pass the second reading, but still work on amending the ordinance in future workshops. Mayor Averitt opened the Public Hearing at 7:58 p.m. and the following citizens came forward: (1) Paula Lindsey – Stated her property line fence was replaced without any notice from the neighboring property owner. (2) Lynn Arnold – Commented on the fence destruction/construction debris in her neighborhood. (3) Russell Hernandez – Inquired as to whether fencing in two adjoining houses with one singular fence would change the SF-1 status. (4) Maria Cummings – Stated she notified the Code Enforcement department in regard to non-permitted fence construction. (5) Carolyn Esposito – Inquired if fence restrictions would be conflicting and limit her in being able to have a pet animal. (6) Mike Wolf – Stated his property line fence was destroyed and replaced with a cement wall without notification and that situations like this would cause property values to decrease. Mayor Averitt closed the Public Hearing at 8:50 p.m. and a discussion was held regarding amending the ordinance to include neighboring property owner's approval prior to new fence construction, Code Enforcement involvement during destruction, and appeal methods to the Zoning Board of Adjustments. Council Member Fowler moved, seconded by Council Member Stephanie Davenport, to approve Ordinance No. O-2015-15 – Fence Ordinance Amendment – second reading. ***The vote was unanimous. Motion carried.***

Mayor Averitt called for a short break at 8:55 p.m. and the Council reconvened at 9:10 p.m.

7. **Short Form Plat (P-015-14)** – Consider action on the application of Robert Blanco, on behalf of R.C.B. Real Estate LLC, for approval of a Short Form Plat creating Lot 1, Block 1 of the RCB Addition from Tract 18 of the John W. Elliston Survey, Abstract 472, located in the “M-2” Heavy Industrial District, containing approximately 1.434 acres, and locally known as 2828 N. Beach Street. Planning and Community Development Director Justin French presented the plat. Council Member Truong moved, seconded by Council Member Davenport, to approve Short Form Plat (P-015-14). ***The vote was unanimous. Motion carried.***

8. **Short Form Plat (P-001-15)** – Consider action on the application of Christian Schnitger, on behalf of Birdville ISD, for approval of a Short Form Plat creating Lot 1, Block 1 of the Academy at West Birdville Addition from Tracts 11, 12A2, and 12B of the J. W. Elliston Survey, A-472, located in the “SF-2” Single Family Residential District and the “CF” Community Facilities District, containing approximately 9.794 acres, and locally known as 3001 Layton Avenue and 3200 Eastridge Drive. Planning and Community Development Director Justin French presented the plat. Council Member Walter Grow moved, seconded by Council Member Truong, to approve Short Form Plat (P-001-15). ***The vote was unanimous. Motion carried.***
9. **Replat (P-018-14)** – Consider action on the application of Ernest Hedgcoth, on behalf of Hal D. Turney, for approval of a Replat creating Lot 2R1, Block 1 of the Airport Industrial Addition from a portion of Lot 2R, Block 1 of the Airport Industrial Addition, located in the “C-4” Commercial District, containing approximately 0.057 acres, and locally known as 5411 Airport Freeway. Planning and Community Development Director Justin French presented the replat and planning consultant Ernest Hedgcoth was present to provide any extra information. Council Member Fowler moved, seconded by Council Member Davenport, to approve Replat (P-018-14). ***The vote was unanimous. Motion carried.***
10. **Ordinance No. O-2015-010-15 (Z-008-14)** – Conduct a public hearing and consider action on the application of Ernest Hedgcoth, on behalf of Hal D. Turney, for approval of a Zoning Change request from “C-4” Commercial to “C-3” Commercial District located on a portion of Lot 2R, being approximately 0.057 acres located north of Airport Freeway (SH 121) and west of Hickory Drive, locally known as 5411 Airport Freeway – ***1st Reading.*** Planning and Community Development Director Justin French presented the ordinance and Mayor Averitt opened the Public Hearing at 9:25 p.m. No citizen came forward. Mayor Averitt closed the Public Hearing at 9:26 p.m. Council Member Scott Garrett moved, seconded by Council Member Jeannine Nunn, to approve Ordinance No. O-2015-010-15 (Z-008-14) – first reading. ***The vote was unanimous. Motion carried.***
11. **Atmos Energy RRM Settlement** – Consideration and/or action regarding Resolution No. R-2015-012-01 approving the negotiated settlement with Atmos Energy, Mid-Tex Division and their 2014 and 2015 Rate Review Mechanism filing. City Manager Tom Muir recognized Marilyn Ackmann, of Atmos Energy, and informed the Council and audience of the negotiated settlement and the rate increase that will be forthcoming to both residential and commercial accounts. Council Member Grow moved, seconded by Council Member Fowler, to approve Resolution No. R-2015-012-01 – Atmos Energy RRM Settlement. ***The vote was unanimous. Motion carried.***

VISITORS/CITIZENS FORUM

The following citizen came forward:

1. Joan Koontz, 3517 Swan – Requested immediate repair of her street.

BOARDS/COMMISSIONS

12. **Resignations of Board Members** – Consider approval of the resignations of Board/Commission Members. Mayor Averitt submitted the resignation of Marian Hilliard from the EDC. ***The resignation was approved unanimously.***

13. **Appointment/Reappointment to Boards and Commissions** – Consider approval regarding appointments to Boards/Commissions. Council Member Truong reappointed Patrick Doportto to the Library Board. ***The appointment was unanimously approved.*** Council Member Grow appointed Mike Logan to the ZBA. ***The appointment was unanimously approved.*** Council Member Grow also appointed Phil Harris to the Fire Services Board. ***The appointment was unanimously approved.*** Mayor Pro Tem Watkins appointed Dewey Markum to the EDC. ***The appointment was unanimously approved.*** Mayor Averitt appointed Harold Fowler to the Parks and Recreation Board. ***The appointment was unanimously approved.*** Mayor Averitt also reappointed Donna Peterson to the Beautification Board. ***The appointment was unanimously approved.***
- Mayor Averitt made the following Council Liaison appointments:
Walter Grow – Beautification Board
Jeannine Nunn – Library Board
Bob Watkins – ZBA and P & Z
Bob Watkins and Josh Howard – Reappointed to the Animal Advisory Committee.
14. **Board/Commission Reports** – Receive reports from Council liaisons. There were no reports.

EXCUSED ABSENCE OF COUNCIL MEMBERS

15. **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

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
- Burkett v. City of Haltom City, et al.
- Flynn v. Haltom City EDC
- Emily A. Rudicel v. City Secretary/Haltom City Police Department
- Progressive County Mutual Ins. Co. v. The City of Haltom City
- James H. Watson v. The City of Haltom City

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.

The Council went into Executive Session at 9:40 p.m. They reconvened to the Regular Session at 10:44 p.m.

RECONVENE TO REGULAR SESSION

16. Take any action deemed necessary as a result of the Executive Session.
No action was taken.

ADJOURNMENT

Mayor Averitt adjourned the meeting on June 8, 2015 at 10:45 p.m.

RESPECTFULLY SUBMITTED BY:

APPROVED BY:

Art Camacho, City Secretary

David Averitt, Mayor

CITY COUNCIL MEMORANDUM

City Council Meeting: June 22, 2015

Department: Planning & Community Development

Subject: Ordinance No. O-2015-010-15
Final Reading (Z-008-14)
Airport Industrial Addition

BACKGROUND

On June 8, 2015, the City Council approved Z-008-14 by a vote of 7-0-0.

On final reading, consider action on the application of Ernest Hedgcoth, on behalf of Hal D. Turney, for approval of a Zoning Change request from “C-4” Commercial to “C-3” Commercial District located on a portion of Lot 2R, being approximately 0.057 acres located north of Airport Freeway (SH 121) and west of Hickory Drive, locally known as 5411 Airport Freeway.

The applicant requests to rezone the subject site is seeking to bring the property into conformance with the Zoning and Subdivision Ordinance in order to sell the property. The existing “C-4” Commercial District requires a minimum lot area of one acre, a minimum lot width of 150 feet, and a minimum lot depth of 200 feet; while the proposed “C-3” Commercial District has no minimum lot area, a minimum lot width of 30 feet, and no minimum lot depth. The subject site is developed with a previously approved antennae facility that is to remain with no new plans for changes.

FISCAL IMPACT

None.

RECOMMENDATION

On May 26, 2015, the P&Z recommended approval of Z-008-14 by a vote of 5-0-0.

ATTACHMENTS

Provided in the City Council packet of June 8, 2015

CITY COUNCIL MEMORANDUM/RESOLUTION

City Council Meeting: June 22, 2015

Department: Finance

Subject: Bid Award – Bid No. B2015-051-002 – Professional Auditing Services

BACKGROUND

Rylander, Clay & Opitz LLP has performed the City's professional auditing services for the past five (5) years. The City Charter states no auditor may perform auditing services for more than five (5) consecutive years (Section 5.06). Consequently, the City is required to obtain professional auditing services from a new firm for the September 30, 2015 audit.

A request for proposal was prepared for the three fiscal years ending September 30, 2015, 2016 and 2017 with an option for auditing its financial statements for two additional years ending September 30, 2018 and 2019. The bid was structured with two bid options. Option 1 was for the auditors to prepare and publish the Comprehensive Annual Financial Report (CAFR) and Single Audit. Option 2 was for staff to prepare and publish the CAFR. Notices requesting proposals were published in the *Fort Worth Star-Telegram* in accordance with City policy. The requests for proposals were sent out May 6, 2015 to interested accounting firms and published on the City Website.

The City received proposals submitted by BKD, Pattillo, Crowe Horwath, Brooks Cardiel, Whitley Penn, Sandersen, Knox & Company, and Weaver & Tidwell.

A careful and thorough review of the proposals indicated that Pattillo, Brown and Hill had the experience and skills needed to properly conduct this professional engagement. Pattillo, Brown and Hill LLP boasts having 100 governmental clients, including many cities. The firm received national recognition from the American Institute of Certified Public Accountants (AICPA) as an official member of the esteemed G400 group, as well as being identified as one of the 500 largest in the United States.

Pattillo, Brown and Hill has staff that have significant experience with local government audits. They are well versed in the intricacies of Generally Accepted Auditing Standards, and OMB Circular A-133.

Pattillo, Brown and Hill's sealed dollar cost bid proposal was opened and reviewed by Staff. It was determined that the external auditors would prepare the CAFR (Option A) and the bid is referenced below.

	<u>Proposed Amount</u>
Fiscal Year Ending 2015	\$47,210
Fiscal Year Ending 2016	\$47,634
Fiscal Year Ending 2017	\$48,058

FISCAL IMPACT

The financial impact of accepting the proposal by Pattillo, Brown and Hill, LLP is as follows.

Fiscal Year Ending 2015	\$47,210
Fiscal Year Ending 2016	\$47,634
Fiscal Year Ending 2017	\$48,058

RECOMMENDATION

Staff recommends the City Council award Bid No. B2015-051-002 for professional auditing services to Pattillo, Brown, and Hill, LLP.

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 22nd day of June, 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

David Averitt, Mayor

ATTEST:

Art Camacho, City Secretary

APPROVED AS TO FORM:

Wayne Olson, City Attorney

CITY COUNCIL MEMORANDUM

City Council Meeting: June 22, 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. Bob Ryan submitted a letter of resignation from the EDC and the Park and Recreation Board.

FISCAL IMPACT

None.

RECOMMENDATION

None.

ATTACHMENT

Letter of Resignation – Bob Ryan

CITY COUNCIL MEMORANDUM

City Council Meeting: June 22, 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

Applications: Diana Williams, David Wood, Wayne Clowers, Suzanne Norris, Troy Dunn, Bette Bronstad, Dorothy Tyler, Terri Grizzelle, Linda Thompson, Bonnie Richards, Warren Davenport, Rexanne Grove, Anastasia Taylor, Chris Taylor, and Trenton Tidwell.

Vacancies:

Beautification (Place 2)
Charter Review (Place 4)
EDC - Citizen
Library (Place 2)
Park and Recreation (Place 8)
Planning and Zoning (Alternate 1/Mayor)
Zoning Board of Adjustment (Place 2)

Reappointments:

Beautification (Place 1, 3, and 7)
Civil Service Commission (Position 3 – Mayor appoints)
CCPD/Redlight Camera (Place 1, 2, 3, 5, and 7)
Fire Services (Place 1, 7, and Mayor)
Housing Authority (Patricia, Sandra, Don, Willis – Mayor appoints all members)
Library (Place 1 and Mayor)
Park & Recreation (Place 7)
Planning and Zoning (Place 1, 4, and 7)
Zoning Board of Adjustment (Place 1, 7, 8/Mayor, Alternate/Mayor)