

# **HALTOM CITY, TX**

# **ADOPTED BUDGET**



## **FISCAL YEAR 2025**



**City of Haltom City  
Fiscal Year 2024-2025  
Budget Cover Page  
August 26, 2024**

Filed  
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County Clerk  
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This budget will raise more revenue from property taxes than last year's budget by an amount of \$567,254, which is a 2.61 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$591,100.

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

<b>FOR:</b>	Council Place 1: Kyle Smith	Council Place 2: Kyle Hantz
	Council Place 3: Ollie Anderson	Council Place 4: Scott Lindgren
	Council Place 5: Troy Dunn	Council Place 6: Dana Coffman
	Council Place 7: Don Cooper	

**AGAINST:** None

**PRESENT** and not voting: Mayor An Truong

**ABSENT:** None

**Property Tax Rate Comparison**

	2024-2025	2023-2024
Property Tax Rate:	\$0.580727/100	\$0.567283/100
No-New-Revenue Tax Rate:	\$0.580727/100	\$0.546074/100
No-New-Revenue Maintenance & Operations Tax Rate:	\$0.374646/100	\$0.337981/100
Voter-Approval Tax Rate:	\$0.582382/100	\$0.567283/100
Debt Rate:	\$0.194624/100	\$0.195452/100

Total debt obligation for City of Haltom City secured by property taxes: \$7,880,000



# HALTOM CITY





This document was  
prepared by the

## Finance Department

**The Finance Department  
expresses its appreciation to  
City Council and Staff for  
their assistance and  
cooperation.**



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Haltom City  
Texas**

For the Fiscal Year Beginning

**October 01, 2023**

*Christopher P. Morill*

**Executive Director**

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# Introduction

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

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





# CITY OF HALTOM CITY

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September 30, 2024

To The Honorable Mayor An Truong and Members of the City Council

## **Re: The Adopted Annual Budget for Fiscal Year 2024-2025**

As you know we have enjoyed a great deal of economic success over the past several years. **It has been very uplifting and encouraging that our new economic growth and revitalization plan has worked much faster than we had anticipated!** We also realize that our continuous improvement efforts are never ending. Therefore, we will stop just long enough to recognize all that we have accomplished and then get right back to work in our quest to constantly improve the quality of life for all our stakeholders and most importantly our Haltom City Residents.

Our dedicated staff appreciates your support and guidance for the development of this budget. As previously mentioned, we have been blessed as a community over the past few years with significant economic growth. Your leadership, commitment, and service, have and will continue to bring prosperity for our businesses and to our citizens. The City Council's Value Statements of dependability, integrity, responsiveness, respectfulness, and accountability are who we, as a city, strive to be every day and these values drive our City's budget initiatives.

It is an honor and a privilege to present the Annual Budget for Fiscal Year 2024-2025. This upcoming budget year we will continue to focus on our strategic three-pronged approach of attracting job-creating businesses, increasing new residential housing, and holding to development and code standards to facilitate prosperous economic development.

Over the past eight years, our City has experienced significant growth, leading to a twelve-cent drop in property taxes due to increased property values. This reduction in the tax rate has been instrumental in attracting new businesses, fueling further economic expansion. As a result, Haltom City is now ranked among the top 100 out of 1,221 Texas cities in generating sales tax revenue, according to the State Comptroller.

**The rise in Sales and Use revenue have continued to increase and the influx of new businesses have brought approximately 5,000 new jobs and new residents to our community over the past several years.** Commercial and residential developments will continue to produce increased revenues for both property tax and sales tax and supply the necessary revenues to meet strategic goals during our budget planning process.

Each budget decision is in accordance with the City Council's 2024-2025 Strategic Goals listed below:

- Goal 1: Continue to Cultivate the Commercial and Residential Development Plan for a successful Economic Development Environment including our TIRZ, the Tax Increment Reinvestment Zones.
- Goal 2: Establish and maintain Competitive Employee Compensation to Retain and Attract High Quality and Diverse Staff while maintaining a Relationships-Driven Culture along with other incentives such as alternative work schedules, increased number of paid holidays, etc.
- Goal 3: Promote and Support Safety and Security within Our Community while providing Quality Services and increase safety in and around our schools.
- Goal 4: Practice Fiscal Responsibility while Utilizing Performance Measures
- Goal 5: Build and Maintain Partnerships with Non-Profit Sector to Advance the Revitalization and Beautification of the City
- Goal 6: Address Critical Facility & Infrastructure Needs
- Goal 7: Implement Innovation Technology Solutions for Security and Performance

**On behalf of the staff, we want to thank you for your support, direction, confidence, and guidance** during our meetings. At our budget workshops, we discussed our upcoming budget needs to maintain and improve city service levels. The budget adoption and tax rate setting will also include public hearings, to be conducted during Regular and Special City Council Meetings.

Some of the specific topics/concerns that formed this budget process include:

- Strategic Goals
- Tax Rate, Debt Capacity, and Overall Fiscal Responsibility
- Economic Development and Revitalization

- Attracting/Retaining Employees with Competitive Compensation/Benefits
- Replacement of Aging Municipal Buildings/Facilities and Equipment
- Infrastructure Improvements and Maintenance

We appreciate your continued commitment to these critical areas as we work together to enhance the well-being of our community.

## **BUDGET COMPONENTS**

Each major fund begins with a Budget Summary of revenues and expenditures. This summary provides an overview of the budget. The summary sheets provide information on the FY 2023 Year Actual, FY2024 Adopted Budget, Projected Year-End FY2024 Budget, and the Adopted Budget for FY 2024-2025. The ending fund balance is also included and should be considered a key element in the decision-making process for each of the larger funds.

The total FY 2024-2025 proposed budget revenues are \$102.5 million while the total operating expenditures are \$92.5 million. It is important to note expenses can be carried over from previous budget years while revenue from bond issuance(s) are recognized at the time received. Capital project expenditures, often funded by debt issuance, are budgeted at \$55.3 million with no new debt issuance(s) planned in the current year.

One of the major revenue sources of the budget is property taxes. The proposed FY2024-2025 budget was prepared using the No New Revenue Rate, which is a property tax rate calculated to generate the same amount of revenue from existing properties as the previous year. This rate, defined and governed by Section 26.04 of the Texas Property Tax Code, is set at \$.580727 per \$100 of net taxable value and the certified Net Taxable Value of \$4,174,569,663 provided by the Tarrant County Appraiser.

The overall tax rate is split into two parts, the maintenance and operating for normal operations and the interest and sinking for debt service. The proposed rate for maintenance and operations is \$.386103 per \$100 of net taxable value and debt service is \$.194624 per \$100 of net taxable value. Continued economic growth with increased values will continue to broaden the tax base.

Changes occurred a few years back when Senate Bill 2 was signed into law. The bill was called “Texas Property Tax Reform and Transparency Act of 2019”, the bill made various changes to the appraisal process and how property taxes are set. As a reminder, the “Voter Approved Tax Rate” (previously termed “Rollback Rate”) decreased from eight percent (8%) to three and a half percent (3.5%). The bill went into effect on January 1, 2020.

The “No-New Revenue Tax Rate” (previously termed “Effective Rate”) refers to the tax rate needed to raise the same amount of maintenance and operations property taxes on existing properties as the previous year. The “Voter-Approval Tax Rate” is the rate necessary to increase the “No-New Revenue Rate” by three and a half percent (3.5%) more maintenance and operations tax revenue than the previous year. If the proposed adopted rate exceeded the three and a half percent (3.5%) ‘Voter Approval Rate”, the City would be required to hold an automatic election. Unfortunately, the SB2’s cap of 3.5% is less than the current inflation rate in the DFW area according to the Consumer Price Index of the U.S. Bureau of Labor Statistics is 5% from April and May of 2024, which is greater than the cap set on property tax rates.

Sales tax is another significant revenue source for the city, with over \$20.3 million in collections predicted for FY 2024-2025. Due to the types of businesses that make up our sales tax base, as of July 2024, the Sales and Use Tax revenues have continued to increase year over year although some cooling off is noted in the economy compared to last year. The City receives 2% sales tax, and the allocation is 1.375% for General Fund, 0.375% for Streets, and 0.25% for the Crime Control and Prevention District.

The expenses consist of two major components. The first is the base budget. The base budget provides each department and division with comparable funding to the prior fiscal year, adjusted to exclude any one-time costs. The base budget also includes all capital projects, equipment replacements, and non-discretionary items such as necessary price adjustments and commitments.

The second component consists of decision package requests. Decision package requests are submitted for proposed changes in the current level of service, including the addition of new programs, acquiring new equipment and new personnel. Decision packages are presented in budget workshops for discuss and review and were included in the Preliminary Budget Book. The accepted decision packages are reflected in the Proposed Budget and support the City Council’s priorities and goals.

## **MAJOR PRIORITIES**

### **ECONOMIC DEVELOPMENT**

**Three major economic development focuses for the city are Loop 820, Highway 377, and the Belknap Corridors. These corridors promise the most advantageous locations to promote our overall community revitalization and new development.**

Our three-pronged approach or strategy has proven successful because the plan has brought us record economic growth. Our job-creating industries, our new residential neighborhoods, and holding to our development and code standards, are revitalizing our city and will serve as a catalyst to obtain more restaurants, retail, etc. Below is a list of our current developments:

- H Mart w/over 50 outlets (restaurants, salons, bakeries, etc.)
- DG Market
- Wing Stop
- Hibbett Sports
- Five Below
- DD's Discounts Clothing
- City Trendz is now open in Haltom Plaza
- New Holiday Inn almost complete
- Jefferson Fossil Creek Multi-family is now open.
- The 1<sup>st</sup> phase of the Stream Luxury Multi-family is under construction. Eventually over 1,000 units
- Heritage Village Subdivision (412 homes) are currently under construction with DR Horton joining the remaining development.
- JPI's Baker Blvd Multi-family development will begin this year.
- Air817 Building on 377 is completed housing the New Journey Dome
- Our three Marriotts with multiple retail/restaurant outlets are scheduled to start construction in the summer of 2025.
- Scannell Distribution Center on 377 is now complete and fully leased.
- Total Point Urgent Care Center will be opening in the old CVS Building and open 24/7.

And many more economic development projects are underway.

This new growth has begun to significantly broaden the Ad Valorem Tax base. Retail and restaurants will increase sales tax revenue by serving as a catalyst for additional retail development. In addition, these large developments bring jobs and prosperity to Haltom City and the surrounding region. The new growth will also assist in creating revitalization opportunities throughout the community.

## COMPENSATION

To remain competitive in the job market employee compensation and benefits continue to be a priority. In the past, the city fell significantly behind the market. When you fall too far behind the market in employee compensation it is almost impossible and too costly to catch up. We all understand that it costs more to hire and train new employees and we understand employee retention is very important. When we become the training ground for others, there is a loss in efficiency and effectiveness in providing quality services. Our employees and our citizens deserve the benefits of adequately compensated work teams. Haltom City will continue to strive to, not only review compensation, but be creative with retention tools such as alternative work schedules, relaxed dress code, increased paid holidays, and other benefits.

The council has communicated through the Strategic Goals that employee retention and attracting qualified talent is a high priority for each of you that serve on the City Council. Therefore, for the FY 2024-2025 budget, there is a proposed salary increase for all employees as the city competes with retaining employees as neighboring municipalities continue to increase their pay scales. This compensation increase combats the phenomena that all the surrounding cities are facing with the workforce not accepting many critical positions at the old rate of pay.

## FISCAL RESPONSIBILITY

In FY 2001-2002, the City Council adopted a Fund Balance Policy, like many other cities, to achieve and maintain a 20% minimum fund balance. For FY 2024-2025, the fund balance reserves for General Fund are projected to be 51%, Water and Sewer Fund 33%, and Drainage Fund is projected to be 52%. These Fund Balances have increased slightly due to moving some large equipment expenses to Capital Projects. Capital Projects are directly tied to fund balances since money is transferred from the core funds to cover the costs of maintaining and updating the City's infrastructure. The challenge moving forward is to maintain and replenish all fund reserve balances.

## PERFORMANCE MEASUREMENT/MANAGEMENT

Measurement and reporting are critical to evaluate progress, effectiveness, determine accountability, and guide future planning and operations. Therefore, we constantly measure our efforts to the Council's long-term strategic goals and communicate the objectives and outcomes per department.

## MUNICIPAL INFRASTRUCTURES AND EQUIPMENT

One long-term focus has been providing enough funding each year to maintain the City's existing infrastructure, primarily our streets. Our community continues to face challenges with aging infrastructure and will be forced to absorb large reconstruction costs in the future if annual maintenance is not sufficiently funded. Revenues of a 3/8 cent sales tax provides funding for street repairs. Other aging infrastructures concerns have been our city buildings.

To address the critical facility and infrastructure needs, our citizens approved general obligation bonds for a replacement fire substation, a new Law Enforcement Center (which opened in January 2024), and a new City Hall slated to open in October 2024. Additionally, certificate of obligation debt are issued to fund continuous and future street projects. Those funds, along with Texas Parks and Wildlife grants, will be used to reconstruct North Park. Recognizing street projects are a major budget focus in the General Fund, street projects are coordinated in conjunction with Water and Sewer projects which are paid for separately through rates.

Water and Sewer projects are part of the Capital Improvement Projects have a different funding source than street projects. The operations of the Water and Sewer department and capital improvement projects are funded by water and sewer rates. The proposed Water and Sewer Rates for the 2024-2025 budget year



have been adjusted to pass cost increase from our wholesaler, the City of Fort Worth, which implemented a 3.35% increase in water and 2.76% increase sewer cost. The FY 2024-2025 Fee Schedule will list the proposed rates which will need to be adopted as part of the budget process. The rate structure continues to meet the industry standards and billing methods. We will continue to work with our consultants for rate studies to ensure our 5-year outlook accurately assesses the revenue requirements to support both operations and future Capital Improvement Projects.

## CAPITAL IMPROVEMENTS

The process of street replacement is that is complex and time-consuming since it includes extensive design, engineering, and construction phases. As part of the process, when roads are replaced, the drainage, water, and sewer infrastructure must also be replaced prior to laying new road surface as we do not build new streets over 20- to 50-year-old utilities.

The budgeted process also accounts for the equipment purchases used for these projects. While street equipment can be funded from the General Fund along with regular maintenance cost, larger equipment purchases are often budgeted in the Capital Project Funds as they directly related to projects. Funding for all Capital Improvements are managed through transfers from the corresponding fund's revenues.

Because this is a request of high priority to our citizens, our **City Council has committed more to street replacement/repair than at any time in the past, totaling approximately \$176 million in your tax dollars at work over the next five years.** Of the \$55.3 of planned projects, the FY 2024-2025 Capital Improvement Budget has dedicated \$44.2 million for the paving, drainage, and water/sewer projects.

	Adopted Budget 2024	Proposed Budget FY2025	Increase/ (Decrease)	Change Percent
<b>Capital Project Funds</b>				
Street Reconstruction Fund	6,700,000	14,363,000	\$7,663,000	114%
Capital Improvement Fund	32,102,128	9,775,128	(22,327,000)	-70%
Capital Replacement Fund	900,000	1,239,500	339,500	38%
Street Assessments Fund	-	-	-	0%
Water & Sewer Utility Projects Fund	10,195,000	22,205,000	12,010,000	118%
Water and Sewer Impact Fees Fund	160,000	135,000	(25,000)	0%
Drainage Capital Projects Fund	3,830,000	7,625,000	3,795,000	99%
Total Capital Project Funds	\$53,887,128	\$55,342,628	\$1,455,500	3%

## BUDGET SUMMARY

Operating expenditures are proposed for FY 2024-2025 total \$92.5 million. This total is \$420,682 less than previous fiscal year's adopted budget.

<b>Fund</b>	<b>Adopted Budget 2024</b>	<b>Proposed Budget FY2025</b>	<b>Increase/ (Decrease)</b>	<b>Change Percent</b>
<b>Operating Funds</b>				
General Fund	45,158,482	44,966,515	(191,967)	0%
Debt Service Fund	7,488,984	7,903,999	415,015	6%
Special Revenue Funds				
Crime Control District Fund	2,222,089	3,628,348	1,406,259	63%
Oil and Gas Fund	1,600,000	-	(1,600,000)	N/A
Hotel/Motel Tax Fund	20,700	126,675	105,975	512%
Court Security Fund	15,000	16,000	1,000	7%
Court Technology Fund	40,500	44,000	3,500	9%
Juvenile Case Manager Fund	26,600	18,000	(8,600)	-32%
Red Light Camera Fund	79,830	-	(79,830)	-100%
Grant Fund	197,500	1,376,642	1,179,142	597%
PEG Fund	5,000	5,000	-	0%
Fire Donation Fund	8,198	8,198	-	0%
Library Donation Fund	50,000	131,870	81,870	164%
Police Forfeiture Fund	16,000	16,000	-	0%
Park Donation Fund	34,500	33,500	(1,000)	-3%
Park Dedication Fund	105,000	90,000	(15,000)	-14%
Safe Pathways Fund	-	-	-	
Animal Shelter Fund	5,000	5,000	-	0%
Police Donation Fund	10,000	7,500	(2,500)	-25%
Police CART Fund	1,000	2,500	1,500	150%
Water & Sewer Fund	32,880,803	31,419,021	(1,461,782)	-4%
Drainage Utility Fund	2,424,688	2,170,424	(254,264)	-10%
Tirz 1 Fund	414,670	502,000	87,330	21%
Tirz 2 Fund	12,000	12,000	-	0%
Total Operating Funds	<u>\$92,816,544</u>	<u>92,483,191</u>	<u>(\$420,682)</u>	<u>0%</u>

## CONCLUSION

**Mayor and Council Members, each of you have been instrumental in creating the two main factors that have placed Haltom City on the right course for the future. Those factors are fiscal responsibility and significant economic growth.**

As always, we strive to strike the balance between fiscal responsibility to our citizenry, taking care of our employees, and providing the highest level of municipal services to our community by maximizing the effectiveness and efficiencies of our resources. We are confident this budget will strike that balance.

In FY 2024-2025, we will continue to invest in our community by completing key projects like the new City Hall, continuing the renovation of North Park, and adding five new School Resource Officers. Despite these investments, we have maintained a tax rate twelve cents below our 2017 high.

Our goals moving forward include:

Bring up compensation for employees to a competitive level to maintain and attract competent staffing with a 5% compensation increase.

Completion of City Hall and the Law Enforcement auxiliary building with a combined budget of \$52 million.

Continued progress on future Streets, Drainage, and Water/ Sewer improvement and maintenance projects.

Replacement of inoperable and outdated vehicles and equipment.

Our future goal will be to **continue broadening the tax base utilizing the 3-pronged approach of attracting job-creating businesses, increasing new residential housing, and holding to development and code standards that is showing results.** The right kind of economic growth will be the answer to sustain our current path.

Once again, I want to thank you Mayor and Council for your dedication, commitment, support, direction, and leadership to our staff and for our community. Together, we will continually create a community environment where families flourish, and businesses prosper.

I know you will agree to express appreciation and recognition to our staff for the many months of hard and tedious work preparing this proposed budget. We have continued our focus on conservative fiscal management and commitment to the Council's Value Statements of dependability, integrity, responsiveness, respectfulness, and accountability.

Fiscal responsibility and significant economic growth are the two overall factors that have been and will continue to be the key to our success.

Respectfully and sincerely,

A handwritten signature in black ink, appearing to read 'Rex Phelps', written over a horizontal line.

Rex Phelps, City Manager

# STRATEGIC GOALS

## Goal 1: Continue to Cultivate the Commercial and Residential Development Plan for a successful Economic Development Environment

Strategic Goals	Outcome:
Revitalize Major Corridors within City	Utilize the newly created TIRZ 2 Zone along HWY 377 and Belknap areas for needed improvements
DG Market	The new 10,385 sqft grocery store is now open on HWY 377
3951 Old Denton Road	Clothing distribution center with Certificate of Occupancy has been issued
New HMART grocery and restaurants	Construction will be completed in Summer 2025
Journey Dome Indoor Theatre	Located in new 817Air facility on Hwy 377 is now open
JPI's Apartment Complex	The Multi-family development has begun on Baker Blvd
Heritage Place Subdivision	412 homes across the street from the library and new city hall is 90% completed
Wingstop	is under construction in Haltom Plaza and will open soon
Hibbits Sports	The new sports store is now open in Haltom Plaza
Alexis Event Center	Located at 4211 Glenview is now open
The Stream Luxury Apartments	This Multi-family apartment complex will house 1100 units and construction has begun for Phase 1 containing 296 units
Jefferson Fossil Creek Apartments	The new Multi-family apartment complex is now open with 386 units
Holiday Inn Express	The new 66,808 sqft hotel is now open on the 820 Corridor
Marriott Hotels	The three hotels on the 820 Corridor are scheduled to begin construction in 2024 and will include retail/restaurant pads
Parmore Fossil Creek Senior Living	Opened earlier this year with 220 new units
The 9-acre Entertainment District	The new 45,000 sqft pickle ball and indoor/outdoor entertainment venue will begin construction by then end of this year and will open next year
Dd's Discount	Dd's Discounts clothing store is now open in Haltom Plaza
LGE/McRae Group Warehouses	The new 653,000 sqft warehouse space at the corner of Beach and 820 is now 75% complete
Total Point Urgent Care Center	Total Point Urgent Care Center will be opening in the old CVS Building and will provide 24/7 service

## Goal 2: Establish and Maintain Competitive Employee Compensation to Retain and Attract High Quality Staff while maintaining a Relationships-Driven Culture

Strategic Goals	Outcome:
Salary Increases	Budgeted a 5% salary increase for all employees, and 6% for some Public Works and Fleet positions in the 2024-2025 Budget Year
Employee Benefit coverage	Maintained coverage with no additional out-of-pocket costs to employees's portion of medical coverage and offered free Identity Theft Protection

## Goal 3: Promote and Support Safety and Security within Our Community while providing Quality Services

Strategic Goals	Outcome:
Response Time	Compliant to NFPA 1710 for Fire Response time
Replace Fire Engine	As part of the City's strategic apparatus replacement plan, critical fire engines are evaluated and replaced as needed placing the replacement engine in reserve inventory
Emergency Management Specialist	Providing additional support for the emergency management division by creating community training and engagement programs, and supporting additional funding sources through grants
Upgrade School Flashers	Upgraded critical school flashers for children's safety within the community
AED equipment	The installation for 3 AED monitors are in the process of being installed in the new City Hall building

# STRATEGIC GOALS

## Goal 4: Practice Fiscal Responsibility while Utilizing Performance Measures

Strategic Goals	Outcome:
Shared Services	Continue to partner with surrounding communities for savings on shared services
Increase investment revenues	Evaluate safe opportunities to take advantage of increased interest rates in the investment markets
EMS Services	Partnering with the City of Fort Worth to assume Emergency Medical Services coverage for our community replacing MedStar
Credit Rating	The city is currently working with Standard & Poors to improve credit rating
Automation of Records	The City is currently working on automation of current and some previous records for added efficiencies in all departments
Automate City Newsletter & Calendar	Automated City Newsletter in Spring of 2020 and will continue to offer online version with some print versions as requested

## Goal 5: Build and Maintain Partnerships with Non-Profit Sector to Advance the Revitalization and Beautification of the City

Strategic Goals	Outcome:
Serving Our Seniors (SOS)	Budgeted funding to help assist with seniors with lawn care, fence repair, and home repairs

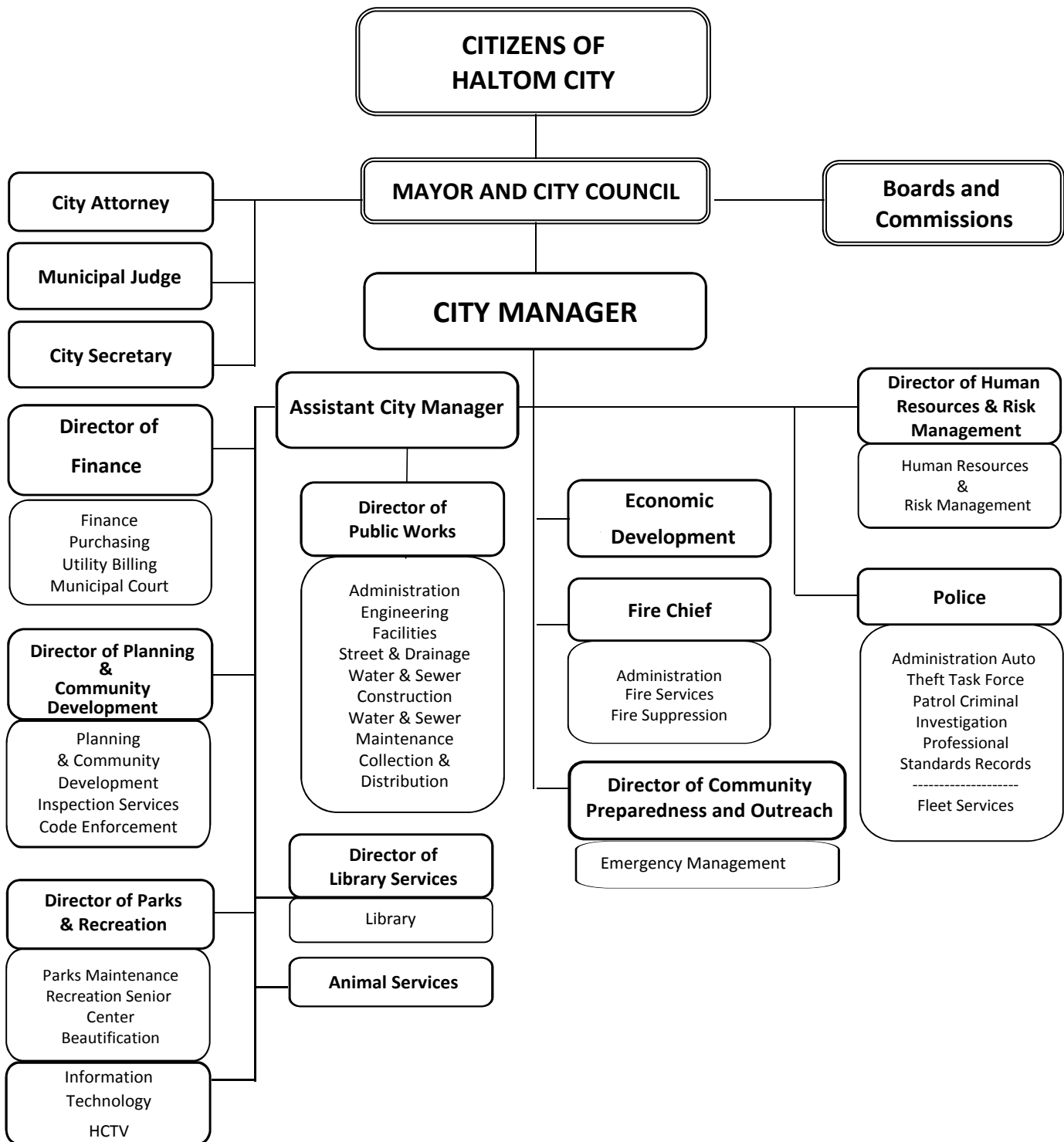
## Goal 6: Address Critical Facility & Infrastructure Needs

Strategic Goals	Outcome:
Law Enforcement Center	Construction started in Summer of 2022 and was completed in 2024
City Hall	Construction of New facility was completed in 2024 with a move-in date of November 2024 and open to the public date of 11/24/2024
North Park	The City received a matching grant from the Texas Parks and Wildlife Department and construction is underway
Dark Fiber Infrastructure	The City plans to complete the dark fiber project by 2026 which has been funded through a federal grant
Lead & Copper Compliance	Federally unfunded mandated multi-year project to inventory all water service lines within the City, and then test and replace as needed. Public Meetings have been scheduled this year for the public

## Goal 7: Implement Innovation Technology Solutions for Security and Performance

Strategic Goals	Outcome:
Drone Program	Adding seven (7) drones and training to be used by PD for rapid deployment to assist in crime scenes, fire, floods and other related events.
Utility Billing Software	New Incode ERP software was purchased and implemented with a go-live date of October 2024
Additional Modules	The City is continuing to review additional modules in the MUNIS ERP software to optimize departmental use by training and expanding the inventory, contracts, cash collections, budget, and other modules.
HR/Payroll	Munis ERP Software system or HR/Payroll was implemented in October 2024.

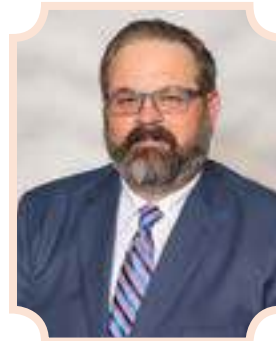
# ORGANIZATION CHART



## CITY COUNCIL



**An Truong**  
Mayor



**Kyle Smith**  
Place 1



**Kyle Hantz**  
Place 2



**Ollie Anderson**  
Place 3



**Scott Lindgren**  
Place 4



**Troy Dunn**  
Place 5



**Dana Coffman**  
Place 6



**Don Cooper**  
Place 7

## MANAGEMENT STAFF

<b>City Manager</b>	<b>Rex Phelps</b>
<b>Assistant City Manager</b>	<b>Sidonna Foust</b>
<b>City Secretary</b>	<b>Art Camacho / Imelda Rodriguez</b>
<b>Director of Human Resources &amp; Risk Management</b>	<b>Toni Beckett</b>
<b>Police Chief</b>	<b>Cody Phillips</b>
<b>Fire Chief</b>	<b>Brian Jacobs</b>
<b>Director of Community Preparedness and Outreach</b>	<b>Bryce Davis</b>
<b>Director of Finance</b>	<b>Stormy Johnson</b>
<b>Director of Information Technology</b>	<b>Dave Klopfenstein</b>
<b>Municipal Judge</b>	<b>Lorraine Irby</b>
<b>Director of Library Services</b>	<b>Erica Gill</b>
<b>Director of Parks &amp; Recreation</b>	<b>Christi Pruitt</b>
<b>Director of Planning &amp; Community Development</b>	<b>Glenna Batchelor</b>
<b>Director of Public Works</b>	<b>Gregory Van Nieuwenhuize</b>



# BUDGET CALENDAR

## FISCAL YEAR 10/01/2024 - 9/30/2025

BUDGET CALENDAR - FISCAL YEAR 2025			
DATE	DONE BY	TYPE	TASK/ACTION
<b>DEPARTMENT'S BUDGET (March - May)</b>			
Thursday, March 21	All Dept's	Meeting-Departments	<b>Budget Planning Meeting</b> - City Manager meets with departments for individual department's budget
Monday, March 25 To Thursday, March 28	All Dept's	Training	<b>Munis Budget Training</b> - The Finance Department will collaborate with budget owners to utilize Munis for entering, modifying, and submitting their budget.
Friday, April 19	All Dept's	Deadline	All Below items due to Finance Dept: Fleet requests from Fleet Division IT requests (from all depts) Budgets, Decision Packages, Rate Changes, Revenue Estimates
Monday, May 13	Finance	Deadline	<b>City Manager's Working Copy due.</b> A working draft of the line-item budget with Fund Summaries and Decision Packages are provided to the City Manager.
<b>CITY MANAGER'S BUDGET (May - July)</b>			
Thursday, May 16	All Dept's	Meeting-City Council	Strategic Planning w/ Mayor & City Council.  Strategic Goals are set by City Council members.
Thursday, June 6	All Dept's	Special Meeting - Budget Workshop	<b>Preliminary Budget:</b> workshop with City Council to present departments decision packages and departmental goals/objectives
Monday, July 8	Finance	Publish	Publish Notice of Public Hearing for CCPD Budget. This hearing will be held by the CCPD Board (7/18/24 meeting). The Proposed CCPD budget is filled with City Secretary for review and inspection by the general public.
<b>CITY COUNCIL'S BUDGET (July - September)</b>			
Monday, July 8	Council	Regular Meeting	<b>Budget Proposal</b> - Proposed budget is formally presented by the City Manager to the City Council for review prior to the first budget workshop. <b>Council must also schedule public hearing date for adoption of the budget.</b>
Thursday, July 18	CCPD	CCPD Board Meeting	CCPD Public Hearing - The CCPD conducts a public hearing on the proposed budget. The Board will adopt the budget after the hearing and forward it to the City Council for consideration.
Thursday, July 25	TAD	Tax Information Sent	Receive certified tax roll from TAD.
Thursday, August 8	Council	Special Meeting - Budget Workshop	The Proposed Budget is reviewed by the City Council. City Council will schedule additional Budget Workshops as needed.
Monday, August 12	Council	Regular Meeting	At the Regular Council Meeting, the City Council will <b>discuss the tax rate needed to support the Proposed Budget</b> . If the Proposed tax rate will raise more revenue than the preceding year, the Council <b>must vote on the proposed tax rate and schedule a Public Hearing. Council must also schedule the public hearings for the Proposed Budget</b> <b>CCPD Public Hearing</b> - City Council conduct a public hearing to approve or reject the CCPD proposed budget. If rejected, the Council and CCPD Board must meet to amend and/or approve the budget before the beginning of the fiscal year.
Monday, August 19	Council	Special Meeting	A <b>Public Hearing</b> will be held on the proposed budget and a <b>Public Hearing</b> on the proposed property tax rate. <b>First reading</b> of the budget appropriations tax rate, and other rate ordinances. The tax rate can be adopted the same night as the public hearing, But the tax increase vote cannot be held later than 7 days from the public hearing. The Council must "ratify" the property tax increase reflected in the budget when revenues raised are greater than the previous year. A vote on the adoption of the budget must be a record vote.
Monday, August 26	Council	Regular Meeting	<b>Second reading</b> of the Budget Appropriations, Tax Rate, and other Rate Ordinances. This must occur no sooner than three and no more than fourteen days from the August 19 meeting.  Other documents to be approved include: <ul style="list-style-type: none"> <li>Authorized signatures designated.</li> <li>Investment policy approved.</li> <li>Fee Schedule approved.</li> </ul>

**ORDINANCE NO. O-2024-014-03****APPROPRIATION ORDINANCE**

**AN ORDINANCE ADOPTING A BUDGET FOR THE ENSUING FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025, IN ACCORDANCE WITH THE CHARTER OF THE CITY OF HALTOM CITY, TEXAS; APPROPRIATING THE VARIOUS AMOUNTS THEREOF, AND REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT THEREWITH; PROVIDING FOR PUBLIC HEARINGS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Haltom City is a home rule city acting under its charter adopted by the electorate pursuant to Article XI Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code and

**WHEREAS**, the City Manager of the City of Haltom City has submitted to the City Council a proposed budget of the revenues and the expenses of conducting the affairs thereof and providing a complete financial plan for fiscal year 2024-2025 and which said proposed budget has been compiled from detailed information obtain from the several departments, divisions, and offices of the city and

**WHEREAS**, the City Council finds that all provisions pertaining to the adoption of a budget contained in the City Charter have been in all things complied with and

**WHEREAS**, the Public Hearing was held by the City Council of the City of Haltom City, Texas on the 19th day of August 2024,

**WHEREAS**, after a full and final consideration, the City Council is of the opinion that the budget should be approved and adopted

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HALTOM CITY, TEXAS, THAT:**

**SECTION 1.**

The budget of the Revenues of the City of Haltom City and the Expenses of conducting the affairs thereof for the ensuing Fiscal Year beginning October 1, 2024 and ending September 30, 2025, as modified by the City Council, be and the same is, in all things, adopted and approved as the said City of Haltom City budget for the Fiscal Year beginning the first day of October, 2024, and ending the thirtieth day of September, 2025

**SECTION 2.**

The sums below are hereby appropriated from the respective funds for the payment of expenditures on behalf of the City government as established in the approved budget document including the revised budgetary data for the fiscal year ending September 30, 2024

Fund	Revised Fiscal Year 2024	Proposed Fiscal Year 2025
General Fund	\$45,158,482	\$44,966,515
Debt Service Fund	\$9,400,000	\$7,903,999
Crime Control & Prevention District Fund	\$2,400,000	\$3,628,348
Oil and Gas Fund	\$1,600,000	\$0
Hotel/Motel Tax Fund	\$50,000	\$126,675
Court Security Fund	\$15,000	\$16,000
Court Technology Fund	\$40,500	\$44,000
Juvenile Case Manager Fund	\$26,600	\$18,000
Red Light Camera Fund	\$79,830	\$0
Grant Fund	\$223,701	\$1,376,642
PEG Fund	\$240,000	\$5,000
Fire Donation Fund	\$8,198	\$8,188
Library Donation Fund	\$124,200	\$131,870
Police Forfeiture Fund	\$16,000	\$16,000
Park Donation Fund	\$34,500	\$33,500
Park Dedication Fund	\$105,000	\$90,000
Safe Pathways Fund	\$0	\$0
Animal Shelter Fund	\$5,000	\$5,000
Police Donation Fund	\$14,000	\$7,500
Police CART Fund	\$1,000	\$2,500
Street Reconstruction Fund	\$6,700,000	\$14,363,000
Capital Projects Fund	\$32,102,128	\$9,775,128
Capital Replacement Fund	\$900,000	\$1,239,500
Street Assessments Fund	\$0	\$0
Water & Sewer Fund	\$32,880,803	\$31,419,021
Water & Sewer Utility Projects Fund	\$10,195,000	\$22,205,000
Water and Sewer Impact Fees Fund	\$160,000	\$135,000
Drainage Utility Fund	\$2,424,688	\$2,170,424
Drainage Capital Projects Fund	\$3,830,000	\$7,625,000
TIRZ #1	\$496,707	\$502,000
TIRZ #2	\$12,000	\$12,000
Total	\$149,243,336	\$147,825,819

### SECTION 3.

A true and correct copy of this ordinance along with the approved budget attached hereto, and any amendments thereto, shall be filed with the City Secretary. A copy of the budget, including the cover page, shall be posted on the City's website, along with the record vote of each member of the City Council as required by law. In addition, the City Manager is hereby directed to file or cause to be filed a true and correct copy of this ordinance along with the approved budget attached hereto, and any amendments thereto, in the office of the County Clerk of Tarrant County, Texas, as required by law.

### SECTION 4.

This ordinance shall be cumulative of all provisions of ordinances and of the Code of Ordinances of the City of Haltom City, Texas (1998), as amended, except where the provisions of this ordinance are in direct conflict with the provisions of such ordinances and such Code, in which event the conflicting provisions of such ordinances and such Code are hereby repealed.

#### SECTION 5.

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

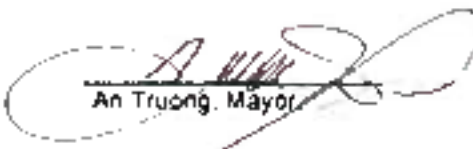
#### SECTION 6.

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

**PASSED AND APPROVED ON FIRST READING THIS 19th DAY OF AUGUST 2024.**

ATTEST

  
Ari Camacho, City Secretary

  
An Truong, Mayor

**PASSED AND APPROVED ON SECOND READING THIS 26th DAY OF AUGUST 2024.**

ATTEST

  
Ari Camacho, City Secretary

  
An Truong, Mayor

APPROVED AS TO FORM AND LEGALITY

  
Wayne Olson, City Attorney  
AUCIA KREH,



**ORDINANCE NO. O-2024-015-03**

**AN ORDINANCE APPROVING THE APPRAISAL ROLL; SETTING THE TAX RATE; LEVYING AND ASSESSING GENERAL AND SPECIAL AD VALOREM TAXES FOR THE USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF HALTOM CITY, TEXAS; APPORTIONING THE LEVIES FOR SPECIFIC PURPOSES, PROVIDING A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Manager of the City of Haltom City submitted a tax rate proposal to the City Council prior to the beginning of the fiscal year, and in said tax rate proposal set forth the estimated necessary tax rate required to provide adequate revenues for the general use and support of the Municipal Government of the City of Haltom City, Texas, and

**WHEREAS**, the City Council finds that all provisions pertaining to the adoption of an ad valorem tax rate have been complied with, and

**WHEREAS**, A Public Hearing on the tax rate were held by the City Council of the City of Haltom City on the 19th day of August 2024,

**WHEREAS**, after a full and final consideration, the City Council is of the opinion that the tax rate and ad valorem tax appraisal roll should be approved and adopted, and

**WHEREAS**, the taxes have been levied in accordance with the adopted fiscal year 2024-25 Budget as required by state law;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HALTOM CITY, TEXAS, THAT:**

**SECTION 1.**

The ad valorem tax appraisal roll and No-New-Revenue tax rate information as presented by the tax assessor for the tax year 2024, be and is hereby in all things approved and adopted.

**SECTION 2.**

There is hereby levied and assessed and there shall be collected for the tax year 2024 for the general use and support of the Municipal Government of the City of Haltom City, Texas, a total ad valorem tax of fifty eight zero seven two seven cents (\$0.580727) on each One Hundred Dollars (\$100.00) of valuation of property - real and personal - within the corporate limits of the City of Haltom City, Texas, subject to taxation. The assessment ratio shall be One Hundred percent (100%).

**SECTION 3.**

The taxes collected shall be apportioned for the use as follows per \$100 Value:

- (a) To the Interest and Sinking Fund the sum of nineteen four six two four cents (\$0.194624) or an adequate amount necessary to fund all General Fund debt service for fiscal year 2024-25.

- (b) To the General Fund for general municipal purposes the sum of thirty-eight six one zero three cents (\$0.386103) for fiscal year 2024-25.

All monies collected are hereby apportioned and set apart for the specific purposes indicated and the funds where deposited shall be accounted for in such a manner as to readily show balances at any time.

#### **SECTION 4.**

THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE.

#### **SECTION 5.**

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 3.06 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$14.27.

#### **SECTION 6.**

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

#### **SECTION 7.**

Ad valorem taxes for the year are due and payable on October 1, 2024, and shall become delinquent after January 31, 2025. A delinquent tax shall incur all penalty and interest authorized by state law. Section 33.01 of the Property Tax Code. Personal Property Taxes that remain delinquent on the 60<sup>th</sup> day after February 1, 2025, incur an additional penalty of 20% of the amount of the taxes, penalty and interest due, such additional penalty to defray the additional cost of collection as authorized in Section 33.11 of the Property Tax Code. All other taxes that remain delinquent on and after July 1, 2025, incur an additional penalty of 20% of the amount of the taxes, penalty and interest due, such additional penalty to defray the cost of collection as authorized in Section 6.30 of the Property Tax Code. The City shall have available all rights and remedies provided by law for the enforcement of the collection of taxes levied under this ordinance.

#### **SECTION 8.**

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

#### **SECTION 9.**



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

PASSED AND APPROVED ON FIRST READING THIS 19th DAY OF AUGUST 2024.

PASSED AND APPROVED ON SECOND READING THIS 26TH DAY OF AUGUST 2024.



An Truong, Mayor

ATTEST



Art Camacho, City Secretary

APPROVED AS TO FORM AND LEGALITY



Wayne Olson, City Attorney  
ALICIA KREH







# BUDGET OVERVIEW

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

- Fund Structure
- Combined Budget Summary
- Summary of Revenues , Expenditure and Fund Balance
- Where the Money Comes From
- Where the Money Goes
- Property Values and Tax Rates
- Major Revenues

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## Fund Structure

### Governmental Funds

#### General Fund

#### Debt Service Fund

#### Special Revenue Funds

- Crime Control & Prevention Fund
- Oil and Gas Fund
- Hotel/Motel Tax Fund
- Court Security Fund
- Court Technology Fund
- Juvenile Case Manager Fund
- Red Light Camera Fund
- Grant Fund
- PEG Fund
- Fire Donation Fund
- Library Donation Fund
- Police Forfeiture Fund
- Park Donation Fund
- Park Dedication Fund
- Safe Pathway Fund
- Animal Shelter Fund
- Police Donation Fund
- Police CART Fund
- Tirz 1 Fund
- Tirz 2 Fund

#### Capital Projects Funds

- Street Reconstruction Fund
- Capital Improvement Fund
- Capital Replacement Fund
- Street Assessments Fund

### Proprietary Funds

#### Enterprise Funds

##### Operating Funds:

- Water and Sewer Fund
- Drainage Fund

#### Enterprise Funds

##### Capital Funds:

- Water & Sewer Utility Projects Fund
- Water and Sewer Impact Fees Fund
- Drainage Capital Projects Fund

## CONSOLIDATED SUMMARY OF ALL FUNDS (PART 1)

### Revenues (Sources)

<b>Fund No.</b>	<b>Fund Title</b>	<b>Estimated* Fund Balance 10/1/2024</b>	<b>Interest &amp; Operating Revenues</b>	<b>Inter-Fund Transfers In</b>	<b>Total Revenues [Sources]</b>
01	General Fund	41,283,379	38,867,064	1,910,976	40,778,040
05	Debt Service Fund	1,921,729	6,986,380	-	6,986,380
12	Crime Control & Prevention District Fund	4,610,873	4,084,952	-	4,084,952
13	Oil and Gas Fund	506,417	135,000	-	135,000
14	Hotel/Motel Tax Fund	320,164	84,000	-	84,000
15	Court Security Fund	144,986	33,000	-	33,000
16	Court Technology Fund	(1,364)	24,000	26,000	50,000
17	Juvenile Case Manager Fund	38,653	6,000	-	6,000
18	Red Light Camera Fund	17,990	-	-	-
19	Grant Fund	199,824	1,370,142	-	1,370,142
20	PEG Fund	381,407	51,000	-	51,000
21	Fire Donation Fund	7,481	4,200	-	4,200
22	Library Donation Fund	137,990	37,000	-	37,000
23	Police Forfeiture Fund	58,519	8,000	-	8,000
24	Park Donation Fund	62,290	27,300	-	27,300
25	Park Dedication Fund	247,893	4,000	-	4,000
26	Safe Pathways Fund	94,474	4,000	-	4,000
27	Animal Shelter Fund	48,641	7,300	-	7,300
28	Police Donation Fund	63,573	9,300	-	9,300
29	Police CART Fund	6,151	2,700	-	2,700
31	Street Reconstruction Fund	19,195,320	3,800,000	-	3,800,000
32	Capital Improvement Fund	16,026,228	650,000	-	650,000
35	Capital Replacement Fund	1,618,752	42,000	1,225,000	1,267,000
39	Street Assessments Fund	26,359	500	-	500
41	Water & Sewer Fund	11,172,777	28,125,800	-	28,125,800
42	Water & Sewer Utility Projects Fund	35,548,579	4,129,000	4,000,000	8,129,000
44	Water and Sewer Impact Fees Fund	4,518,423	565,000	-	565,000
45	Drainage Utility Fund	649,610	2,072,500	-	2,072,500
46	Drainage Capital Projects Fund	7,962,322	200,000	3,000,000	3,200,000
61	Tirz 1 Fund	436,397	511,476	-	511,476
62	Tirz 2 Fund	589,870	467,193	-	467,193
<b>Total</b>		<b>147,895,707</b>	<b>92,308,807</b>	<b>10,161,976</b>	<b>102,470,783</b>

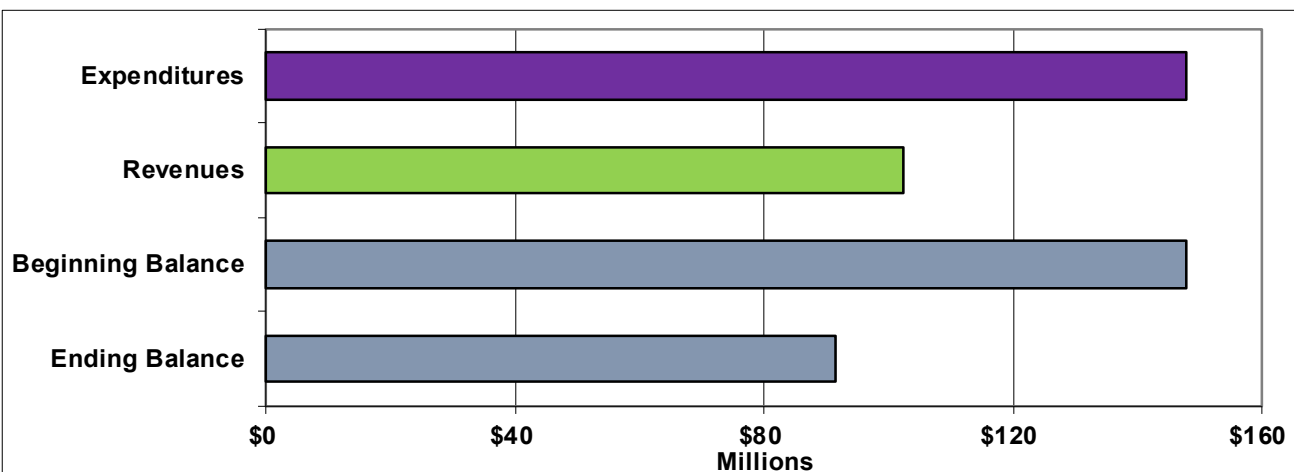
This schedule provides an overall view of the fiscal status for all of the funds utilized by City of Haltom City. One can see at a glance the fund balance estimated for both the beginning and end of the fiscal year in addition to the total amounts of fund sources and uses. More detailed information for each fund is provided in a separate section of this document. See the table of contents for the corresponding page.

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

## CONSOLIDATED SUMMARY OF ALL FUNDS (PART 2)

### Expenditures (Uses)

<b>Fund No.</b>	<b>Operating Expenditures</b>	<b>Capital Outlay</b>	<b>Inter-Fund Transfers Out</b>	<b>Total Expenditures [Uses]</b>	<b>Reserved Fund Balance/ Adjustments</b>	<b>Estimated Fund Balance 9/30/2025</b>
01	43,506,682	838,833	621,000	44,966,515	(14,170,353)	22,924,551
05	7,903,999			7,903,999		1,004,110
12	3,253,348		375,000	3,628,348		5,067,477
13				-		641,417
14	126,675			126,675		277,489
15			16,000	16,000		161,986
16	44,000			44,000		4,636
17	2,000		16,000	18,000		26,653
18				-		17,990
19	518,110	858,532		1,376,642		193,324
20			5,000	5,000		427,407
21	8,198			8,198		3,483
22	78,900		52,970	131,870		43,120
23	16,000			16,000		50,519
24	33,500			33,500		56,090
25	90,000			90,000		161,893
26				-		98,474
27	5,000			5,000		50,941
28	7,500			7,500		65,373
29	2,500			2,500		6,351
31	738,000	13,625,000		14,363,000		8,632,320
32		9,775,128		9,775,128		6,901,100
35		1,239,500		1,239,500		1,646,252
39				-		26,859
41	26,200,045	690,000	4,528,976	31,419,021	2,500,000	10,379,557
42		19,205,000	3,000,000	22,205,000		21,472,579
44	135,000			135,000		4,948,423
45	2,020,424	70,000	80,000	2,170,424	575,000	1,126,686
46	405,000	7,220,000		7,625,000		3,537,322
61	502,000			502,000		445,873
62	12,000			12,000		1,045,063
	<b>85,608,880</b>	<b>53,521,993</b>	<b>8,694,946</b>	<b>147,825,819</b>	<b>(11,095,353) \$</b>	<b>91,445,317</b>



# SUMMARY OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE FISCAL YEAR 2025 WITH COMPARISONS TO FISCAL YEARS 2024 AND 2023 ALL FUNDS BY FUND TYPE (PART 1)



	GOVERNMENTAL FUNDS			
	General Fund	Debt Service Fund	Special Revenue Funds	Governmental Capital Projects Funds
<b>Beginning Balance</b>	<b>\$41,283,379</b>	<b>\$1,921,729</b>	<b>\$7,972,229</b>	<b>\$36,866,659</b>
<b>BUDGETED REVENUES</b>				
Property Taxes	15,501,169	6,866,380	688,169	-
Sales & Other Taxes	14,079,000	-	2,775,000	3,300,000
Franchise Fees	4,226,000	-	35,000	-
Licenses/Permits/Fees	1,056,520	-	80,000	-
Intergovernmental Revenues	65,750	-	2,930,594	-
Charges For Service	1,722,050	-	55,500	-
Fines & Fees	918,900	-	59,000	-
Bond Proceeds	-	-	-	-
Miscellaneous Revenues	1,297,675	120,000	247,300	1,192,500
Interfund Transfers	1,910,976	-	26,000	1,225,000
<b>TOTAL REVENUES</b>	<b>40,778,040</b>	<b>6,986,380</b>	<b>6,896,563</b>	<b>5,717,500</b>
<b>BUDGETED EXPENDITURES</b>				
Personnel	33,365,198	-	1,726,154	-
Operations	10,141,484	-	2,973,577	1,688,000
Capital Outlay	838,833	-	916,502	22,489,628
Debt Service	-	7,903,999	-	-
Interfund Transfers	621,000	-	407,000	1,200,000
<b>TOTAL EXPENDITURES</b>	<b>44,966,515</b>	<b>7,903,999</b>	<b>6,023,233</b>	<b>25,377,628</b>
<b>Reserved Fund Balance/Adjustments</b>	<b>(14,170,353)</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Ending Balance</b>	<b>\$22,924,551</b>	<b>\$1,004,110</b>	<b>\$8,845,559</b>	<b>\$17,206,531</b>

## GOVERNMENTAL FUNDS

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

Debt Service Fund is used to service the City's financing by accumulating of financial resources for the payment of principal, interest, and related costs on general long-term debts.

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

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



# SUMMARY OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE FISCAL YEAR 2025 WITH COMPARISONS TO FISCAL YEARS 2024 AND 2023 ALL FUNDS BY FUND TYPE (PART 2)

PROPRIETARY FUNDS			TOTAL ALL FUNDS		
Water & Sewer Fund	Drainage Utility Fund	Proprietary Capital Projects Funds	FY2025 Adopted Total	FY2024 Estimated Total	FY2023 Actual Total
<b>\$11,172,777</b>	<b>\$649,610</b>	<b>\$48,029,324</b>	<b>\$147,895,707</b>	<b>\$168,539,709</b>	<b>\$168,121,149</b>
-	-	-	23,055,718	22,245,130	21,564,103
-	-	-	20,154,000	20,461,781	20,574,614
-	-	-	4,261,000	4,310,000	3,775,231
-	-	475,000	1,611,520	3,713,520	1,447,097
-	-	3,329,000	6,325,344	378,740	10,426,431
27,455,500	2,052,500	-	31,285,550	29,108,185	29,183,652
-	-	-	977,900	917,720	1,858,502
-	-	-	-	-	836,251
670,300	20,000	1,090,000	4,637,775	6,531,825	10,578,740
-	-	7,000,000	10,161,976	10,525,585	16,147,500
<b>28,125,800</b>	<b>2,072,500</b>	<b>11,894,000</b>	<b>102,470,783</b>	<b>98,192,486</b>	<b>116,392,120</b>
\$5,039,699	\$579,407	-	40,710,457	38,008,443	\$30,582,590
20,391,051	1,441,017	540,000	37,175,129	33,999,220	\$25,239,395
690,000	80,000	26,425,000	51,439,963	39,603,795	\$24,449,648
769,295	-	-	8,673,294	9,631,299	\$8,480,882
4,528,976	70,000	3,000,000	9,826,976	10,617,585	\$17,679,674
<b>31,419,021</b>	<b>2,170,424</b>	<b>29,965,000</b>	<b>147,825,819</b>	<b>131,860,343</b>	<b>106,432,189</b>
2,500,000	575,000	-	(11,095,353)	(7,076,371)	(9,541,371)
<b>\$10,379,557</b>	<b>\$1,126,686</b>	<b>\$29,958,324</b>	<b>\$91,445,317</b>	<b>\$127,795,481</b>	<b>\$168,539,709</b>

## PROPRIETARY FUNDS

Water and Sewer Fund is used to account for the operations of the water and sewer system.

Drainage Utility Fund is used to track revenues and expenses related to watershed and storm drainage improvements.

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

## SUMMARY OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE SPECIAL REVENUE FUNDS (Part1)



	Crime Prevention District Fund	Oil and Gas Fund	Hotel Motel Tax Fund	Court Security Fund	Court Technology Fund	Juvenile Case Manager Fund	Red Light Camera Fund	Grant Fund	PEG Fund
<b>Beginning Balance</b>	<b>\$4,610,873</b>	<b>\$506,417</b>	<b>\$320,164</b>	<b>\$144,986</b>	<b>(\$1,364)</b>	<b>\$38,653</b>	<b>\$17,990</b>	<b>\$199,824</b>	<b>\$381,407</b>
<b>BUDGETED REVENUES</b>									
Property Taxes	-	-	-	-	-	-	-	-	-
Sales & Other Taxes	2,700,000	-	75,000	-	-	-	-	-	-
Franchise Fees	-	-	-	-	-	-	-	-	35,000
Licenses/Permits/Fees	-	80,000	-	-	-	-	-	-	-
Intergovernmental Revenues	1,274,952	-	-	-	-	-	-	1,364,642	-
Charges For Service	-	-	-	-	-	-	-	-	-
Fines & Fees	-	-	-	30,000	24,000	5,000	-	-	-
Bond Proceeds	-	-	-	-	-	-	-	-	-
Miscellaneous Revenues	110,000	55,000	9,000	3,000	-	1,000	-	5,500	16,000
Interfund Transfers	-	-	-	-	26,000	-	-	-	-
<b>TOTAL REVENUES</b>	<b>4,084,952</b>	<b>135,000</b>	<b>84,000</b>	<b>33,000</b>	<b>50,000</b>	<b>6,000</b>	<b>-</b>	<b>1,370,142</b>	<b>51,000</b>
<b>BUDGETED EXPENDITURES</b>									
Personnel	1,636,154	-	-	-	-	-	-	90,000	-
Operations	1,617,194	-	126,675	-	44,000	2,000	-	428,110	-
Capital Outlay	-	-	-	-	-	-	-	858,532	5,000
Debt Service	-	-	-	-	-	-	-	-	-
Interfund Transfers	375,000	-	-	16,000	-	16,000	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>3,628,348</b>	<b>-</b>	<b>126,675</b>	<b>16,000</b>	<b>44,000</b>	<b>18,000</b>	<b>-</b>	<b>1,376,642</b>	<b>5,000</b>
<b>Ending Balance</b>	<b>5,067,477</b>	<b>641,417</b>	<b>277,489</b>	<b>161,986</b>	<b>4,636</b>	<b>26,653</b>	<b>17,990</b>	<b>193,324</b>	<b>427,407</b>





## SUMMARY OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE SPECIAL REVENUE FUNDS (Part 2)

Fire Donation Fund	Library Donation Fund	Police Forfeiture Fund	Park Donation Fund	Park Dedication Fund	Safe Pathways Fund	Animal Shelter Fund	Police Donation Fund	Police CART Fund	Tirz 1 Fund	Tirz 2 Fund	Total
<b>\$7,481</b>	<b>137,990</b>	<b>\$58,519</b>	<b>\$62,290</b>	<b>\$247,893</b>	<b>\$94,474</b>	<b>\$48,641</b>	<b>\$63,573</b>	<b>\$6,151</b>	<b>\$436,397</b>	<b>589,870</b>	<b>\$7,972,229</b>
-	-	-	-	-	-	-	-	-	372,476	315,693	<b>688,169</b>
-	-	-	-	-	-	-	-	-	-	-	<b>2,775,000</b>
-	-	-	-	-	-	-	-	-	-	-	<b>35,000</b>
-	-	-	-	-	-	-	-	-	-	-	<b>80,000</b>
-	-	6,000	-	-	-	-	-	-	135,000	150,000	<b>2,930,594</b>
-	30,000	-	25,500	-	-	-	-	-	-	-	<b>55,500</b>
-	-	-	-	-	-	-	-	-	-	-	<b>59,000</b>
-	-	-	-	-	-	-	-	-	-	-	-
4,200	7,000	2,000	1,800	4,000	4,000	7,300	9,300	2,700	4,000	1,500	<b>247,300</b>
-	-	-	-	-	-	-	-	-	-	-	<b>26,000</b>
<b>4,200</b>	<b>37,000</b>	<b>8,000</b>	<b>27,300</b>	<b>4,000</b>	<b>4,000</b>	<b>7,300</b>	<b>9,300</b>	<b>2,700</b>	<b>511,476</b>	<b>467,193</b>	<b>6,896,563</b>
-	-	-	-	-	-	-	-	-	-	-	<b>1,726,154</b>
8,198	78,900	16,000	33,500	90,000	-	5,000	7,500	2,500	502,000	12,000	<b>2,973,577</b>
-	52,970	-	-	-	-	-	-	-	-	-	<b>916,502</b>
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	<b>407,000</b>
<b>8,198</b>	<b>131,870</b>	<b>16,000</b>	<b>33,500</b>	<b>90,000</b>	<b>-</b>	<b>5,000</b>	<b>7,500</b>	<b>2,500</b>	<b>502,000</b>	<b>12,000</b>	<b>6,023,233</b>
<b>3,483</b>	<b>43,120</b>	<b>50,519</b>	<b>56,090</b>	<b>161,893</b>	<b>98,474</b>	<b>50,941</b>	<b>65,373</b>	<b>6,351</b>	<b>445,873</b>	<b>1,045,063</b>	<b>8,845,559</b>

## SUMMARY OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE ALL CAPITAL PROJECT FUNDS (CITY-WIDE)

	Street Reconstruction Fund	Capital Improvement Fund	Capital Replacement Fund	Street Assessments Fund	Water and Sewer Capital Projects Fund	Impact Fees Fund	Drainage Capital Projects Fund	Total
<b>Beginning Balance</b>	<b>\$19,195,320</b>	<b>\$16,026,228</b>	<b>\$1,618,752</b>	<b>\$26,359</b>	<b>\$35,548,579</b>	<b>\$4,518,423</b>	<b>\$7,962,322</b>	<b>\$84,895,983</b>
<b>BUDGETED REVENUES</b>								
Property Taxes	-	-	-	-	-	-	-	-
Sales & Other Taxes	3,300,000	-	-	-	-	-	-	3,300,000
Franchise Fees	-	-	-	-	-	-	-	-
Licenses/Permits/Fees	-	-	-	-	-	475,000	-	475,000
Intergovernmental Revenues	-	-	-	-	3,329,000	-	-	3,329,000
Charges For Service	-	-	-	-	-	-	-	-
Fines & Fees	-	-	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-	-	-
Miscellaneous Revenues	500,000	650,000	42,000	500	800,000	90,000	200,000	2,282,500
Interfund Transfers	-	-	1,225,000	-	4,000,000	-	3,000,000	8,225,000
<b>TOTAL REVENUES</b>	<b>3,800,000</b>	<b>650,000</b>	<b>1,267,000</b>	<b>500</b>	<b>8,129,000</b>	<b>565,000</b>	<b>3,200,000</b>	<b>17,611,500</b>
<b>BUDGETED EXPENDITURES</b>								
Personnel	-	-	-	-	-	-	-	-
Operations	950,000	738,000	-	-	-	135,000	405,000	2,228,000
Capital Outlay	8,825,128	12,425,000	1,239,500	-	19,205,000	-	7,220,000	48,914,628
Debt Service	-	-	-	-	-	-	-	-
Interfund Transfers	-	1,200,000	-	-	3,000,000	-	-	4,200,000
<b>TOTAL EXPENDITURES</b>	<b>9,775,128</b>	<b>14,363,000</b>	<b>1,239,500</b>	<b>-</b>	<b>22,205,000</b>	<b>135,000</b>	<b>7,625,000</b>	<b>55,342,628</b>
<b>Ending Balance</b>	<b>\$13,220,192</b>	<b>\$2,313,228</b>	<b>\$1,646,252</b>	<b>\$26,859</b>	<b>\$21,472,579</b>	<b>\$4,948,423</b>	<b>\$3,537,322</b>	<b>\$47,164,855</b>

## WHERE THE MONEY COMES FROM - BY REVENUE TYPE

Revenue	Actual FY2023	EOY Estimated FY2024	Budget FY2025	Change from FY2024 to FY2025	Percent
Property Taxes	\$ 21,564,103	\$ 22,245,130	\$ 23,055,718	\$ 810,588.19	4%
Sales & Other Taxes	20,574,614	20,461,781	20,154,000	(307,781)	-2%
Franchise Fees	3,775,231	4,310,000	4,261,000	(49,000)	-1%
Licenses & Permits	1,447,097	3,713,520	1,611,520	(2,102,000)	-57%
Intergovernmental	10,426,431	378,740	6,325,344	5,946,604	1570%
Charges For Service	29,183,652	29,108,185	31,285,550	2,177,365	7%
Fines & Fees	1,858,502	917,720	977,900	60,180	7%
Bond Proceeds	836,251	-	-	-	N/A
Other	10,578,740	6,531,825	4,637,775	(1,894,050)	-29%
Transfers	16,147,500	10,525,585	10,161,976	(363,609)	-3%
<b>Total</b>	<b>\$116,392,120</b>	<b>\$98,192,486</b>	<b>\$102,470,783</b>	<b>\$4,278,297</b>	<b>4%</b>

## MAJOR SOURCES OF REVENUES

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

**Taxes and Franchise** include property tax, sales and use taxes, and franchise fees. Property tax estimates are based on current property values, new construction, and the adopted tax rate. Estimates for sales and use taxes are adjusted according to the economic locally and nationally. A more prudent and strategic approach to fiscal planning is necessary when possibly facing economic uncertainties, particularly a recession.

**Property taxes** are budgeted on values of properties determined by the Tarrant County Appraisal District, the City's tax rate, and the expected collection rate. New growth and the increased values from new developments adds to the City's property values and will continue to increase revenues while allowing tax rate reductions in this formula. Franchise taxes have been adjusted based on laws affecting telecommunications in past years.

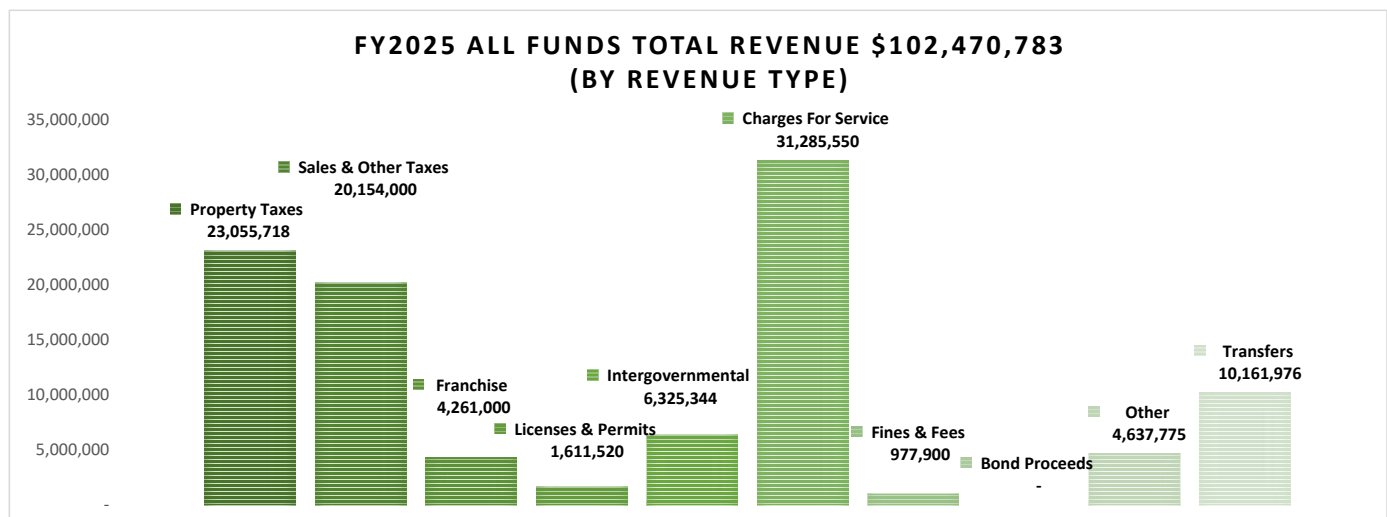
**Licenses & Permits, Charges for Services, Fines, and Fees** include licenses, permits, charges for services, and fines. Trend analysis and known new development projects are used to project the charges for services.

**Intergovernmental revenues** are grants from other governmental entities. The City receives grants for Streets, Police, Fire, Drainage, Parks, and Library.

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

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

**Bond Proceed** are a way to raise funds for major capital projects and infrastructure improvements. Although bond revenues show in the year they are received, repayment expenses can carry for multiple years.



## WHERE THE MONEY COMES FROM - BY FUND TYPE

Revenue	Actual FY2023	EOY Estimated FY2024	Budget FY2025	Change from FY2024 to FY2025	Percent
General Fund	\$ 50,470,552	\$ 42,973,860	\$ 40,778,040	(\$2,195,820)	-5%
Debt Service Fund	9,490,563	7,379,461	6,986,380	(393,081)	-5%
Special Revenue Funds	4,176,458	4,688,365	6,896,563	2,208,197	47%
Capital Project Funds	23,150,518	15,105,800	17,611,500	2,505,700	17%
Water and Sewer Fund	27,102,082	26,168,500	28,125,800	1,957,300	7%
Drainage Fund	2,001,948	1,876,500	2,072,500	196,000	10%
<b>Total</b>	<b>\$116,392,120</b>	<b>\$98,192,486</b>	<b>\$102,470,783</b>	<b>\$4,278,297</b>	<b>4%</b>

**General Fund** is the general operating fund of the City. It provides a broad spectrum of programs and services such as police, fire, parks and recreation, public works, and administrative services. Most of the revenue comes from property tax, sales taxes, franchise fees, permits & inspections. Total General Fund revenue is 5% lower because of less transfers than in the previous budget.

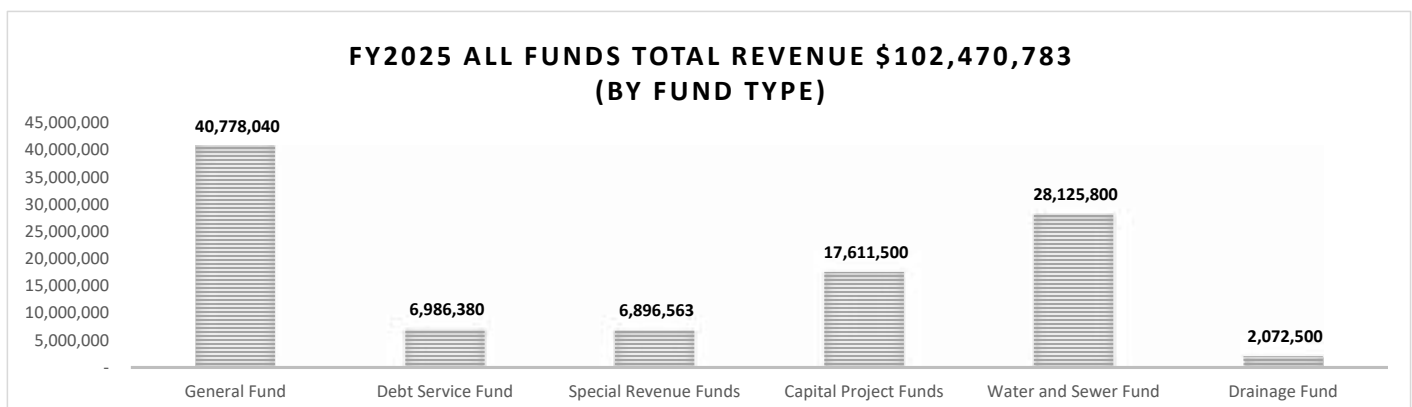
**Debt Service Fund** is used for the accumulation of resources specifically for the payment of both principal and interest on long-term governmental debt. Financing is provided primarily by property tax and transfers from other resources.

**Special Revenue Funds** are used to account for revenue sources that are legally restricted to be spent for specified purposes, meaning they must be spent for specific purposes outlined by law or regulation. Revenues generally include sales tax, special fees, and donations.

**Capital Project Funds** are used to account for all major capital improvements financed certificates of obligation, general obligation bonds, intergovernmental grants, developer contributions, and other designated resources.

**Water and Sewer Fund** provides water and sewer services to the City. Major revenue comes from charges for services. Increases in revenues are mainly due to new commercial water and sewer accounts. Revenues help cover operational and capital expenditures.

**Drainage Fund** is for recording revenues and expenses related to watershed and storm water drainage improvements. Drainage capital projects are important for improving drainage areas where water can accumulate and cause flooding.



## WHERE THE MONEY GOES - BY EXPENDITURE TYPE

Expenditure	Actual FY2023	EOY Estimated FY2024	Budget FY2025	Change from FY2024 to FY2025	Percent
Personnel	\$30,582,590	\$38,008,443	\$40,710,457	\$2,702,014	7%
Operations	28,026,652	33,999,220	37,175,129	3,175,909	9%
Capital Outlay	24,449,648	39,603,795	51,439,963	11,836,168	30%
Debt Service	8,480,882	9,631,299	8,673,294	(958,005)	-10%
Transfers	17,679,674	10,617,585	9,826,976	(790,609)	-7%
<b>Total</b>	<b>\$109,219,445</b>	<b>\$131,860,343</b>	<b>\$147,825,819</b>	<b>\$15,965,476</b>	<b>12%</b>

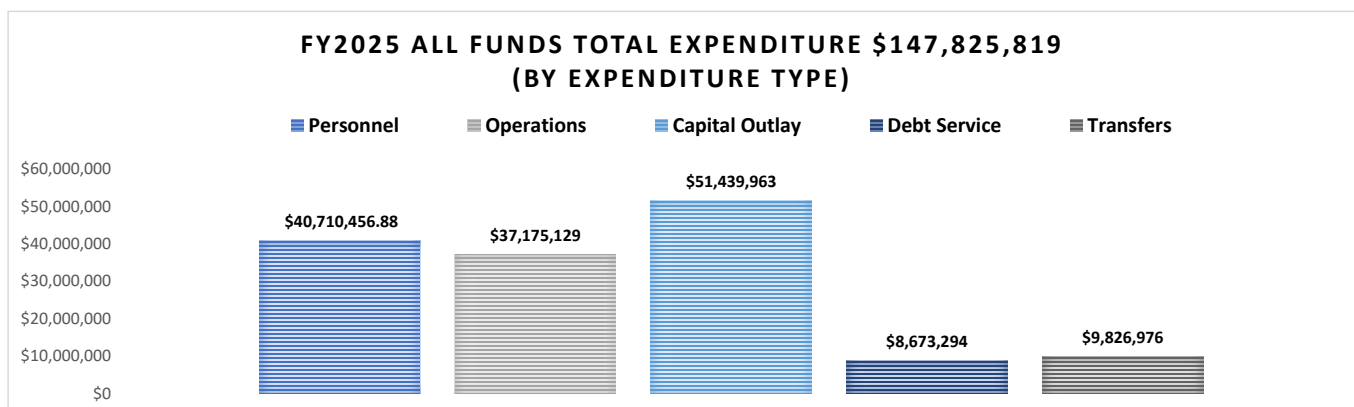
**Personnel** – Are the salaries and benefits costs associated with all employees. Council approved a 5% salary increase and for the City to cover the increased insurance premiums for employees. Four new positions were added City-wide.

**Operations** – Decision packages were added this year to help the departments perform their duties with maximum efficiency. Departments make every opportunity to offset additional cost and inflation, by find savings in operational expenses. Operational expenses include supplies, maintenance, and contracts for the operations of the City.

**Capital Outlay** – Expenditures in capital project funds and large capital purchases are capital outlays. Many of the projects span multiple years and are expected to increase in FY24 because of the planned parks, streets, water and sewer, building the new Law Enforcement Center, and the new City Hall projects.

**Debt Service** – The debt is used for the accumulation of resources specifically for the payment of both principal and interest on both general government debt service and proprietary debt service. No new debt was issued in FY24 or planned in FY25.

**Transfers** - Fewer transfers are budgeted in FY25 to cover debt service payments, capital project operations and related debt.



## WHERE THE MONEY GOES - BY FUND TYPE

Expenditure	Actual FY2023	EOY Estimated FY2024	Budget FY2025	Change from FY2024 to FY2025	Percent
General Fund	\$37,147,787	\$45,743,888	\$44,966,515	(\$777,373)	-2%
Debt Service Fund	7,478,584	7,758,974	7,903,999	145,025	2%
Special Revenue Fund	2,292,247	5,130,175	6,023,233	893,058	17%
Capital Project Fund	29,896,660	38,049,845	55,342,628	17,292,783	45%
Water and Sewer Fund	29,646,048	32,791,299	31,419,021	(1,372,278)	-4%
Drainage Fund	2,758,119	2,386,163	2,170,424	(215,739)	-9%
<b>Total</b>	<b>\$109,219,445</b>	<b>\$131,860,343</b>	<b>\$147,825,819</b>	<b>\$15,965,476</b>	<b>12%</b>

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

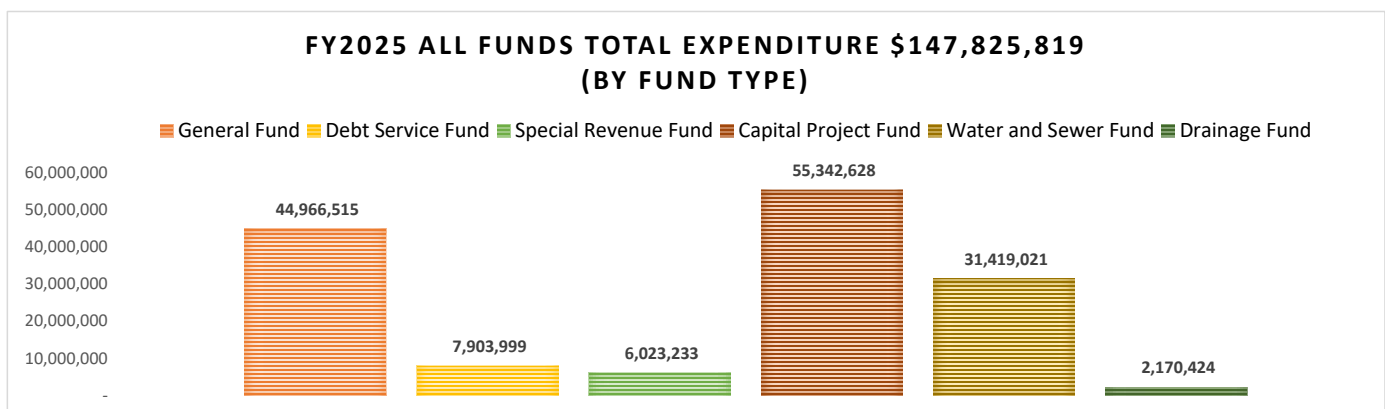
**Debt Service** Fund is used for the accumulation of resources specifically for the payment of both principal and interest on long-term governmental debt. Financing is provided primarily by property tax and transfers from other resources.

**Special Revenue** Funds are used to account for revenue sources that are legally restricted to be spent for specified purposes, meaning they must be spent for specific purposes outlined by law or regulation. Revenues include sales tax, special fees, and donations.

**Capital Project** Funds are used to account for all capital projects and major capital purchases. The significant changes from year to year are due to various capital construction projects and purchase of capital assets budgeted for each individual year.

**Water and Sewer Fund** provides water and sewer services to the City. Decision packages in this fund were to fund much needed equipment purchases. Current Supply chain issues have been challenging in ordering equipment and taking possession of equipment within the same budget year. There will be a need to carry over expenses for any large equipment items requiring longer lead times based on availability.

**Drainage Fund** is for recording revenues and expenses related to watershed and storm drainage improvements. Drainage capital projects are important for improving drainage areas where water can accumulate and cause flooding.



## WHERE THE MONEY GOES - BY FUNCTIONS

Expenditure	Actual FY2023	EOY Estimated FY2024	Budget FY2025	Change from FY2024 to FY2025	Percent
General Government	\$26,555,832	\$41,703,712	\$27,735,682	(\$13,968,030)	-33%
Police	28,150,219	26,037,143	20,844,167	(5,192,976)	-20%
Fire	8,138,970	10,433,439	11,039,014	605,575	6%
Parks	2,232,213	5,817,196	4,577,315	(1,239,881)	-21%
Library	1,140,854	1,370,793	1,411,284	40,491	3%
Public Works	43,001,358	46,498,060	82,218,357	35,720,297	77%
<b>Total</b>	<b>\$109,219,445</b>	<b>\$131,860,343</b>	<b>\$147,825,819</b>	<b>\$15,965,476</b>	<b>12%</b>

**General Government** – Despite salary increases and decision packages, expenditures have decreased significantly over the past year primarily due to completing and refurbishing the new City Hall building.

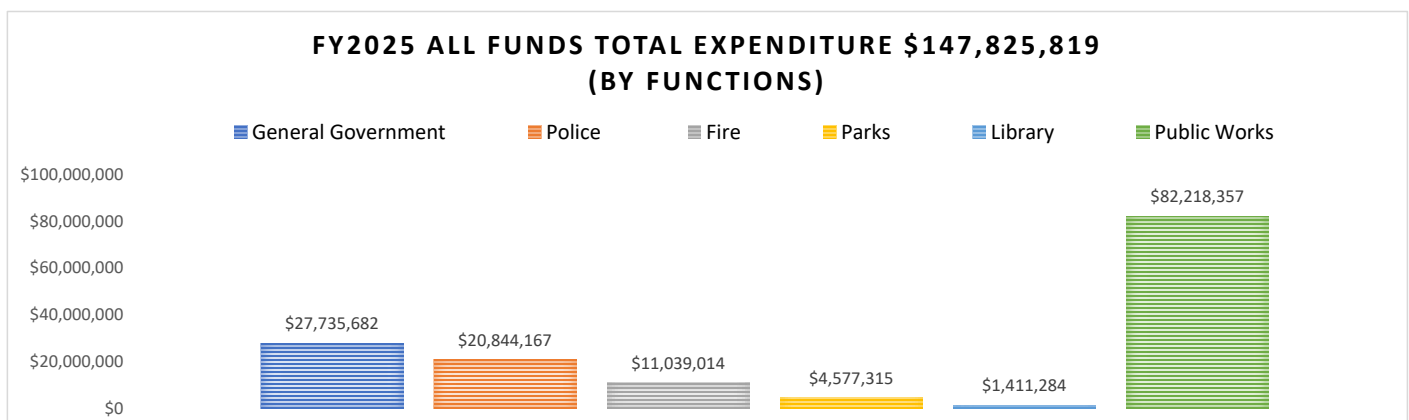
**Police** – The decrease can be attributed to the successful completion of the construction of the new Law Enforcement Center. This project not only required a significant investment of resources but also marked a milestone in enhancing our community's law enforcement capabilities. With the center now operational, we anticipate a more efficient allocation of funds and a reduction in ongoing expenditures related to the project.

**Fire** – The increase is due to the salary increases, and employee step increases.

**Parks** – The decrease is due to North Park budgeted have been allocated in the last year's budget, salary increase to employees, and replacement of equipment. This year's budget will also replace sidewalk in Broadway Park and some maintenance and upgrades in the recreation center

**Library** – Operational expenditures are due increased salaries.

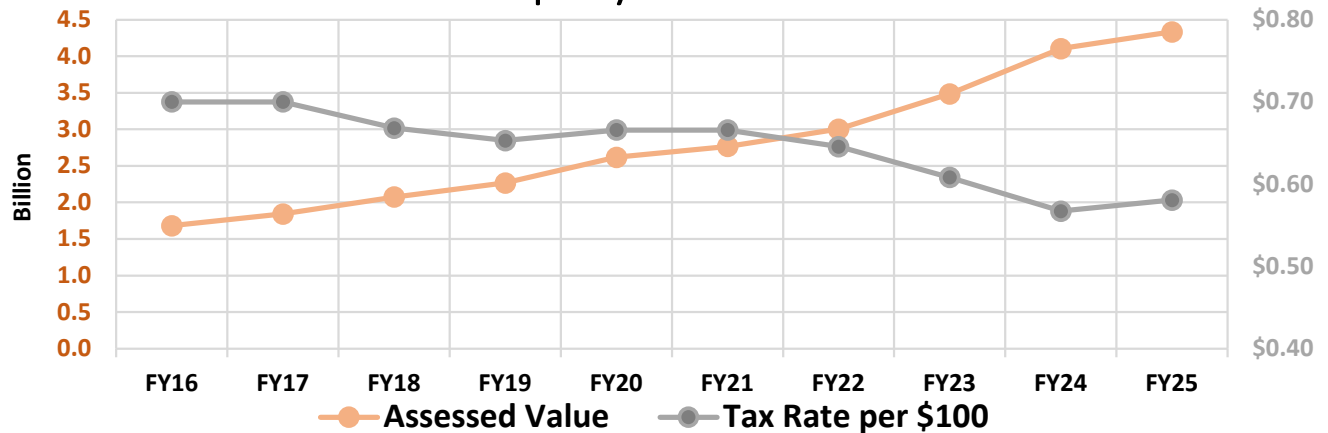
**Public Works** – This includes streets, facilities, water and sewer, and storm water drainage. The increase is due to equipment purchases for streets and drainage, increased salaries, and planned capital projects.



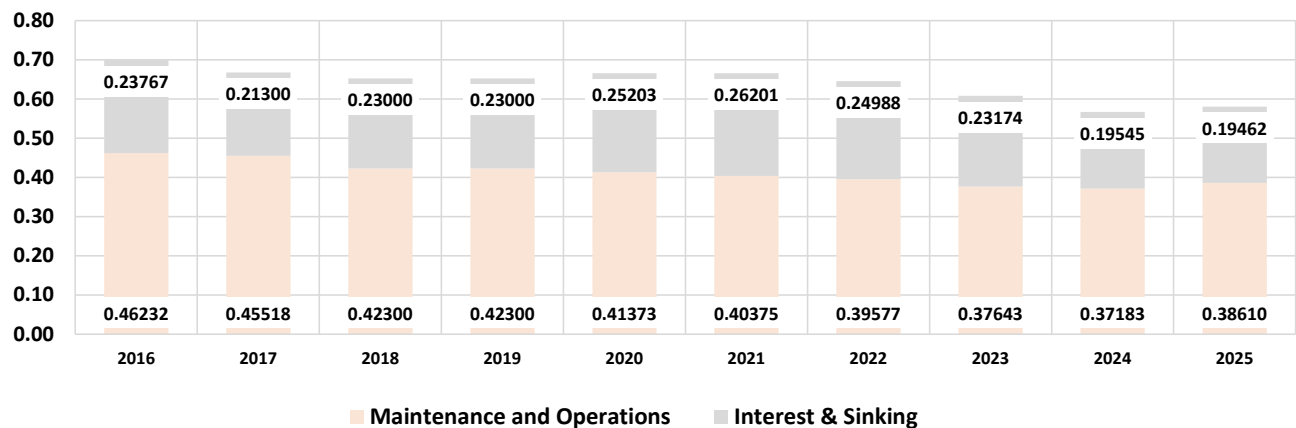
## PROPERTY VALUES, TAX RATES REVENUES

Fiscal Year	Assessed Valuation	Percent Change	Average Taxable Value	M&O Rate Per \$100	I&S Rate Per \$100	Tax Rate Per \$100
2016	\$1,682,741,323	0%	\$67,310	0.462316	0.237674	0.699990
2017	1,842,343,558	9%	77,187	0.462316	0.237674	0.699990
2018	2,074,965,225	13%	86,551	0.455180	0.213000	0.668180
2019	2,266,694,055	9%	96,055	0.423000	0.230000	0.653000
2020	2,618,723,969	16%	109,685	0.413730	0.252030	0.665760
2021	2,765,903,050	6%	116,748	0.403752	0.262008	0.665760
2022	3,001,972,433	9%	130,404	0.395769	0.249882	0.645651
2023	3,483,992,208	16%	152,153	0.376427	0.231735	0.608162
2024	3,955,907,186	14%	178,181	0.371831	0.195452	0.567283
<b>2025</b>	<b>\$4,174,569,663</b>	<b>5.5%</b>	<b>\$190,640</b>	<b>0.386103</b>	<b>0.194624</b>	<b>0.580727</b>

### Property Value and Tax Rate



### Property Tax Rates





## MAJOR REVENUES

### PROPERTY TAX

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

The tax rate is \$0.580727 per \$100 assessed valuation, which consists of \$0.386103 for maintenance and operations cost (recorded in the General Fund) and \$0.194624 for principal and interest payments on bond indebtedness (recorded in the Debt Service Fund).

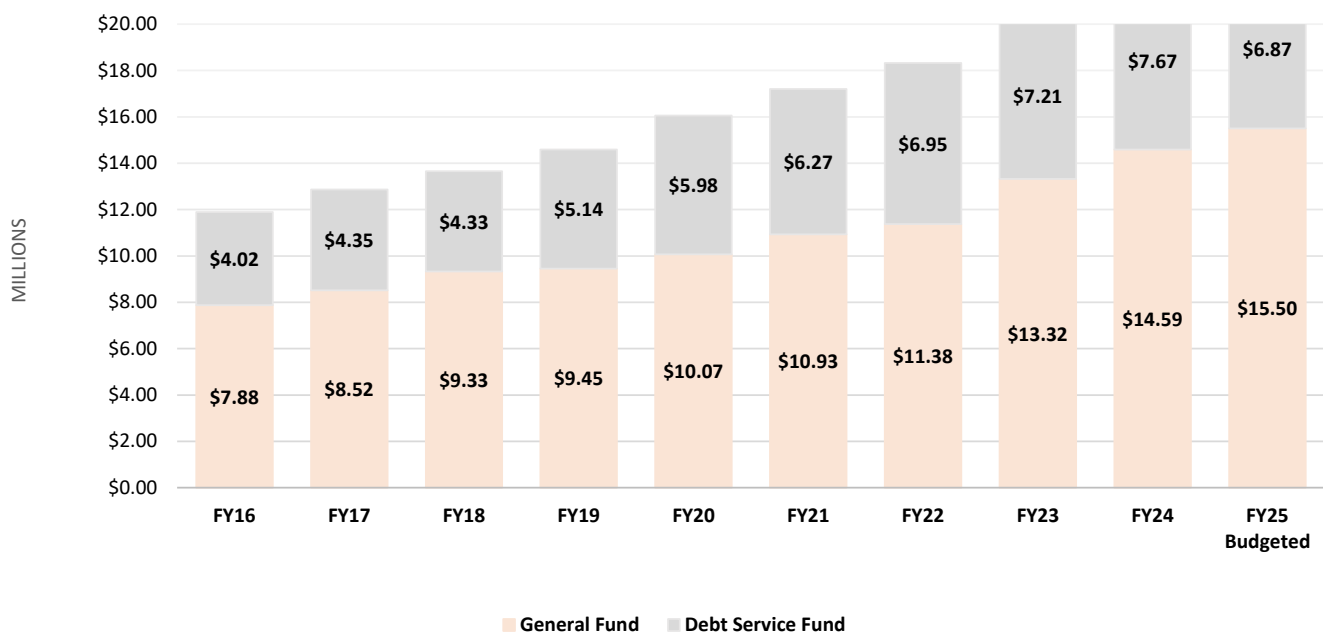
#### Outlook

Fiscal Year 2025 has seen an increase in property tax revenues, driven by two key factors: a rise in property values and the addition of new properties to the tax rolls. The assessed property values, which form the basis for these revenues, are determined by the tax roll certified by the Tarrant County Appraisal District (TAD). This growth in revenue is projected to continue in future years as current development projects reach completion and newly constructed properties are subsequently added to the TAD's tax rolls. However, a significant change in TAD's appraisal process is anticipated to impact future revenue projections. TAD is transitioning from annual to biennial appraisals, meaning properties will now be assessed every two years instead of every year. This change in appraisal frequency will likely influence the pace and predictability of property tax revenue growth in the future. The full extent of this impact requires further analysis.

#### Major Influence

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

### PROPERTY TAX REVENUES



## SALES TAX

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

### Outlook

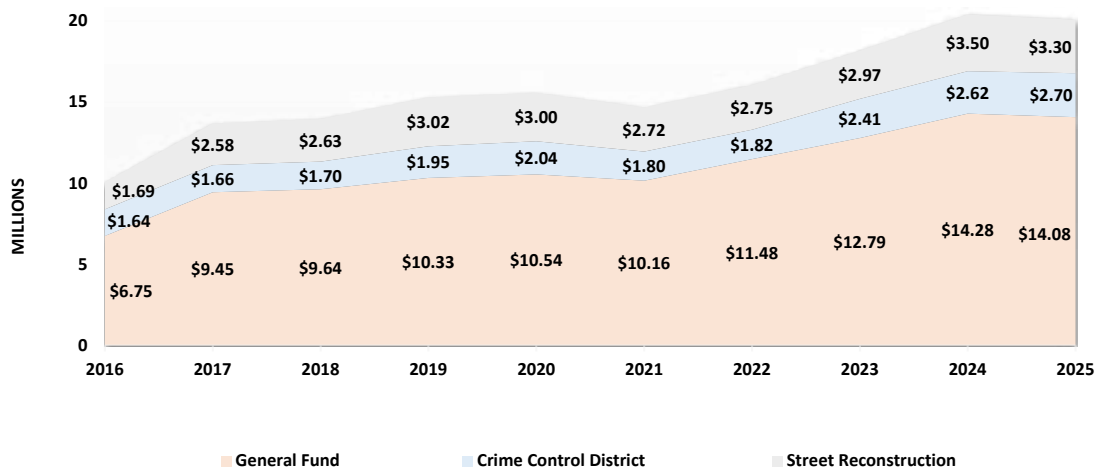
The budget for FY2025 projected a decrease of approximately 2% in sales tax revenues over the previous year. Despite maintaining a conservative budgeting approach, our City is experiencing increases in sales tax due to a robust local economy and the emergence of new economic development. In anticipation continued growth, the city has budgeted a continued rise in sales tax revenue as the occupancy of a two large warehouse facilities reaches full capacity and a third facility is completed. The also recently announced the new construction for HMart consisting of a new grocery store and 50 restaurants.

### Major Influence

Factors affecting sales tax revenues include population, new economic growth, retail sales, strong local economy, and consumer price index.

Fiscal Year	General Fund	Crime Control District	Street Reconstruction	Total	Percent of Change
2016	6,747,264	1,643,414	1,689,760	13,459,977	10.9%
2017	9,447,444	1,662,631	2,577,863	13,687,938	1.7%
2018	9,636,393	1,695,883	2,629,420	13,961,696	2.0%
2019	10,330,000	1,945,787	3,015,803	15,291,590	9.5%
2020	10,536,600	2,043,076	3,000,000	15,579,676	1.9%
2021	10,156,136	1,799,206	2,720,206	14,675,548	-5.8%
2022	11,481,000	1,824,374	2,747,258	16,052,632	9.4%
2023	12,794,100	2,411,158	2,967,039	18,172,297	13.2%
2024	14,282,000	2,619,781	3,500,000	20,401,781	12.3%
2025	14,079,000	2,700,000	3,300,000	20,079,000	-1.6%

### Sales Tax Revenues



## FRANCHISE FEES

The City imposes a 4% to 8% franchise fee on utility companies for the use of right-of-ways. Types of franchises include gas, electricity, telephone, fiber optics, cable television, solid waste collection, water and sewer, and drainage. Due to legislative changes, some franchise fee have been reduced.

Franchise revenues are recorded in the General Fund and PEG (Public, Education and Government) Fund.

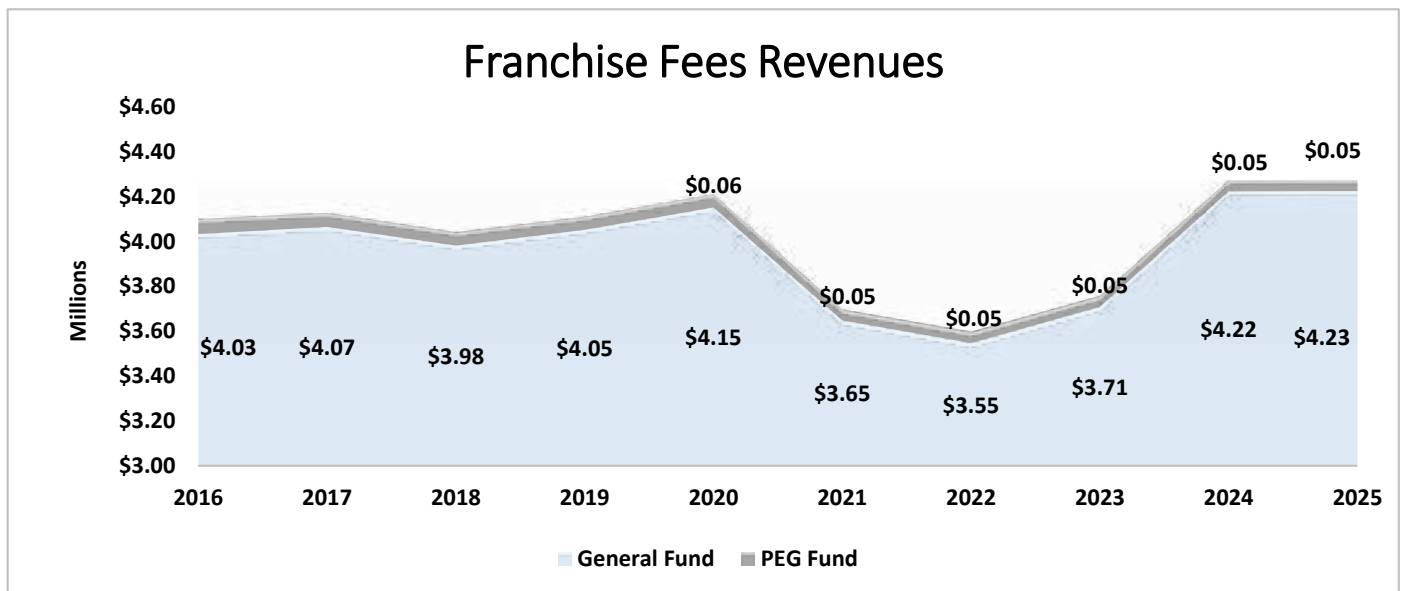
### Outlook

Franchise fee revenues are expected to remain similar to last year's actual figures.

### Major Influence

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

Fiscal Year	General Fund	PEG Fund	Total	Percent of Change
2016	4,033,636	66,681	4,100,317	-2.6%
2017	4,065,408	63,053	4,128,461	0.8%
2018	3,982,000	60,000	4,042,000	-2.1%
2019	4,052,000	60,000	4,112,000	1.8%
2020	4,152,000	60,000	4,212,000	2.5%
2021	3,648,000	50,000	3,698,000	-12.1%
2022	3,548,000	50,000	3,598,000	-2.7%
2023	3,708,696	50,000	3,758,696	4.5%
2024	4,224,000	50,000	4,274,000	13.9%
2025	4,226,000	50,000	4,276,000	0.0%



## CHARGES FOR SERVICES

Fees and charges for services provided by the City such as inspection, facility rentals, reports, parks and recreation, garage sales, water and sewer, and drainage.

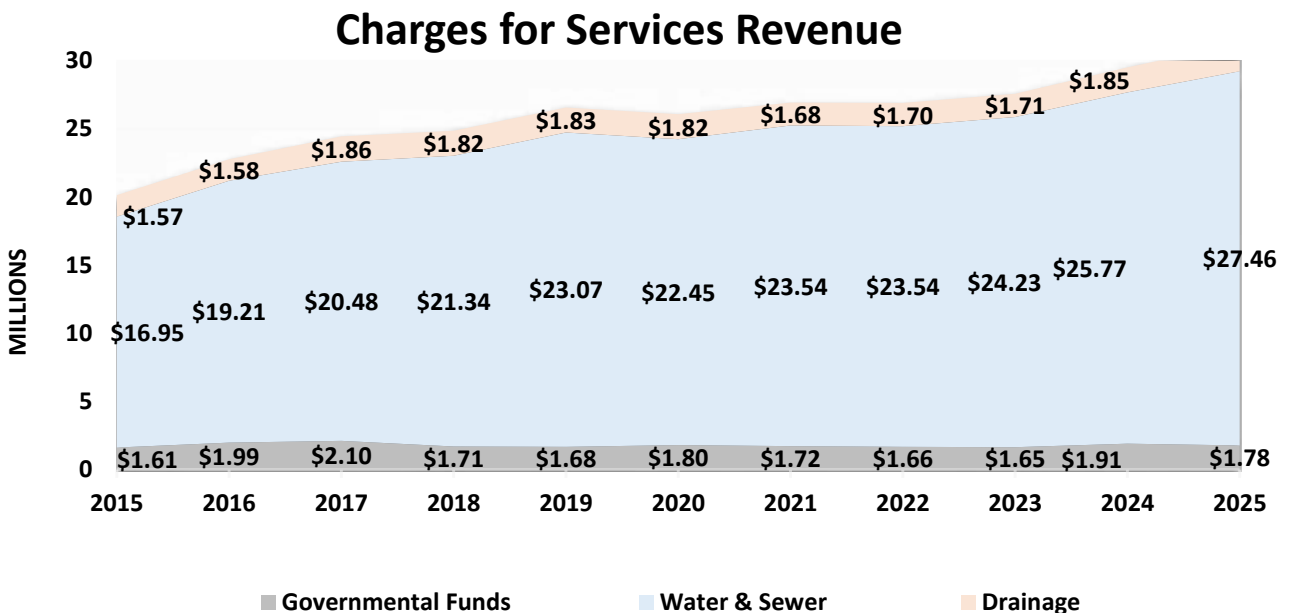
### Outlook

Total revenue from Charges for Services for FY2025 is estimated to increase around 6% compared to last year. The sewer rates are increasing 3% to offset both the suppliers increase and infrastructure cost along with a 2.7% increase in solid waste to offset cost.

### Major Influence

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

Fiscal Year	Governmental Funds	Water & Sewer	Drainage	Total	Percent of Change
2015	1,606,930	16,951,383	1,570,380	20,128,693	0.6%
2016	1,991,635	19,210,650	1,581,418	22,783,703	13.2%
2017	2,104,278	20,479,201	1,861,389	24,444,868	7.3%
2018	1,705,927	21,336,400	1,815,000	24,857,327	1.7%
2019	1,677,610	23,073,290	1,830,000	26,580,900	6.9%
2020	1,796,500	22,454,410	1,820,000	26,070,910	-1.9%
2021	1,716,146	23,540,200	1,680,000	26,936,346	3.3%
2022	1,662,146	23,540,200	1,695,000	26,897,346	-0.1%
2023	1,653,546	24,228,000	1,710,000	27,591,546	2.6%
2024	1,911,073	25,765,000	1,852,500	29,528,573	7.0%
2025	1,777,550	27,455,500	2,052,500	31,285,550	6.0%



## FINE AND FEES

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

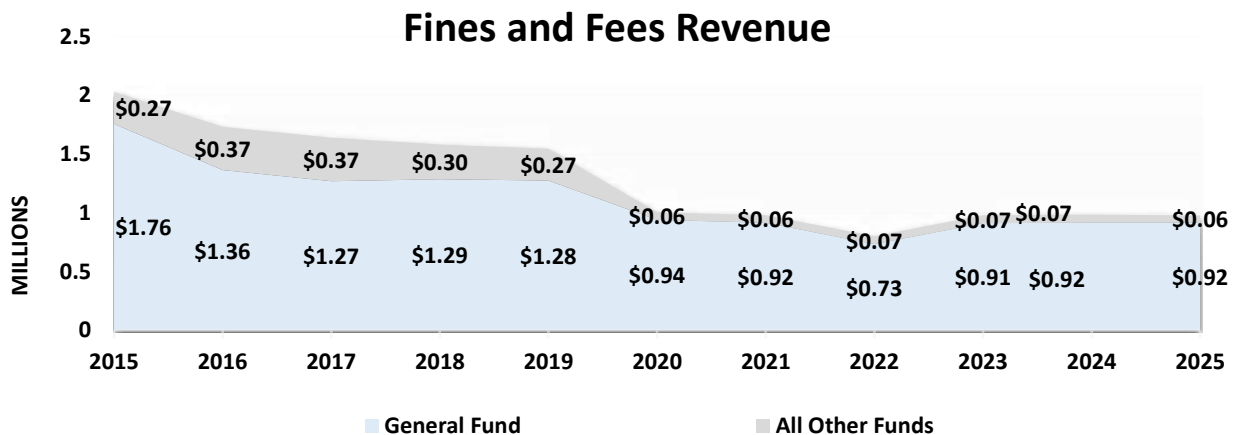
### Outlook

Total revenue from fines and fees in FY2024 is estimated to remain about the same as the previous year. Increases are not projected due to the exceptional low activities in citations.

### Major Influence

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

Fiscal Year	General Fund	All Other Funds	Total	Percent of Change
2015	1,758,284	271,189	2,226,510	21.5%
2016	1,363,978	369,687	1,949,959	-12.4%
2017	1,271,595	368,868	2,449,800	25.6%
2018	1,287,439	296,000	1,583,439	-35.4%
2019	1,275,400	272,000	1,547,400	-2.3%
2020	942,525	62,000	1,004,525	-35.1%
2021	916,720	64,000	980,720	-2.4%
2022	734,620	67,000	801,620	-18.3%
2023	913,220	67,000	980,220	22.3%
2024	915,024	72,000	987,024	0.7%
2025	918,900	59,000	977,900	-0.9%





# GENERAL FUND

The General Fund serves as the backbone operation of the city. It provides a broad spectrum of programs and services such as police, fire, parks and recreation, streets, fleet, building maintenance and administration.

- General Fund Description
- General Fund Budget Summary
- Overview Of Revenues And Expenditures
- General Fund Departments
- Performance Measures

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## GENERAL FUND DESCRIPTION

### FUND SUMMARY

The General Fund is used to account for all revenues and expenditures not designated for a specific purpose. A budget is created annually to plan and control spending and is adopted by the Haltom City elected City Council members. Expenditures include essential and operational services like police, fire, and public infrastructure (streets, buildings) contributing directly to the well-being and safety of the community. Resources from variance revenues are used to support the General Funds including property taxes, sales and use taxes, franchise fees, license and permit fees, service charges, and fines from the Municipal Court. The General Fund is the financial backbone of the city, ensuring that it has the necessary resources to provide a wide range of services to its residents and maintain the infrastructure and facilities that contribute to the overall quality of life in the community.

### CONCLUDING FISCAL YEAR 2024 FINANCIAL PERFORMANCE

**Revenues** in the General Fund are estimated to total \$43 million, which is \$3 million more than FY2024 adopted budget. The City's strong commercial and economic growth resulted in nearly half a million in additional sales and use taxes than budgeted, and 1.1 million in property tax collection along with another million received from interest earnings.

Expenditures in the General Fund are estimated to be \$45.7 million revised budget, which is half a million more than FY2024 adopted budget. Several reasons contributed including fill job openings.

Fund Balance at the end of the year is the net difference in revenues and expenditures added to the beginning fund balance. The estimated ending fund balance for FY2024 is \$31.3 million, \$22.1 million is unrestricted which is 48% more than the minimum required 20% reserve policy.

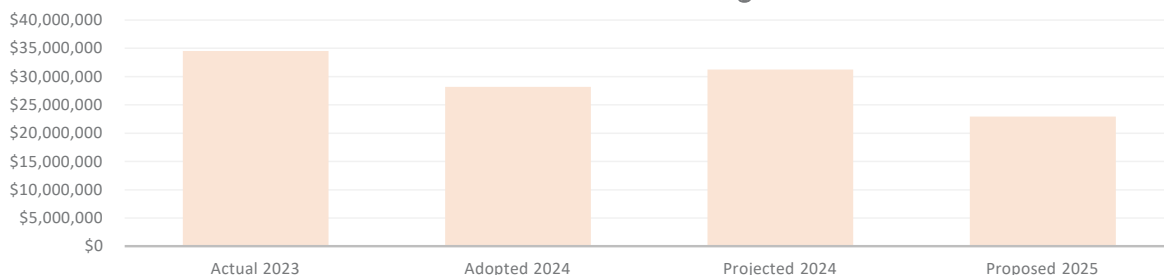
### FISCAL YEAR 2025 BUDGET GENERAL FUND REVENUES

In fiscal year 2025, the General Fund revenue is expected to total \$40.1 million, representing a \$1.4 million (4%) increase from FY2024. Even with a conservative approach, revenues in FY2024 expected to increase in most category such as property tax, and licenses & permit fees reflecting Haltom City's strong economy. The estimated taxable property values increased to \$4.2 billion, a growth of 120 million more than last year. Because of the strong property values. Expenditures for fiscal year 2025 are projected to be \$45 million, a \$0.8 million increase from the previous budget. The increase includes the replacement of a street sweeper for streets division, computer desktop, and to rehab the city website. Also, the City included two new positions and salary increases to meet Council's long-term commitment towards attracting and retaining high-quality staff. After revenues and expenditures, plus any budgeted transfers to other funds, the projected ending unreserved fund balance at year-end 2025 is \$14 million. Although the project balance represents \$4.2 million less than 2024 budget, it is still 31% over the 20% reserve policy.

### GENERAL FUND BUDGET SUMMARY

FUND 01	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Fund Balance, Beginning</b>	30,730,641	44,053,407	44,053,407	41,283,379
<b>Revenues</b>				
Property Taxes	13,323,521	13,290,015	14,390,044	15,501,169
Sales & Other Taxes	14,150,552	13,660,000	14,282,000	14,079,000
Franchise Fees	3,708,696	4,224,000	4,275,000	4,226,000
License & Permit	1,214,651	1,058,700	2,408,520	1,056,520
Intergovernmental	10,122,546	132,500	176,740	65,750
Charges for Service	1,458,254	1,686,573	1,693,185	1,722,050
Fines	983,045	915,020	842,720	918,900
Interest Income	1,853,313	765,075	1,800,075	1,200,075
Other Revenues	2,136,978	198,604	97,600	97,600
Interfund Transfer	1,518,996	3,107,976	3,007,976	1,910,976
<b>Total Revenues</b>	<b>50,470,552</b>	<b>39,038,463</b>	<b>42,973,860</b>	<b>40,778,040</b>
<b>Funds Available</b>	<b>81,201,194</b>	<b>83,091,870</b>	<b>87,027,267</b>	<b>82,061,419</b>
<b>Expenditures</b>				
City Manager's Office	684,916	739,554	738,889	834,622
City Secretary	284,751	325,885	324,985	318,391
City Council	35,838	48,100	45,000	44,600
Finance	641,247	1,052,838	1,047,188	1,062,385
Human Resources	531,223	791,491	791,491	832,315
Planning & Community Development	1,066,805	1,253,330	1,255,330	1,274,871
Information Technology	1,058,343	1,123,145	1,125,445	1,142,177
Animal Services	427,268	498,939	503,123	479,184
Fleet Services	1,001,858	1,382,089	1,388,089	1,418,650
Building Maintenance	821,320	1,405,907	1,542,642	796,190
Police	11,047,828	12,930,816	12,935,816	12,898,709
Fire	8,131,513	10,388,686	10,425,241	10,172,284
Emergency Management	438,863	574,170	582,233	597,848
Municipal Court	520,027	568,657	658,746	576,679
Street & Drainage	1,757,809	1,698,050	1,757,758	2,086,073
Parks & Recreation	2,109,742	2,629,996	2,709,196	2,628,687
Library	1,092,748	1,237,093	1,242,093	1,268,914
EDC	175,422	2,227,344	2,078,134	1,129,895
Non-Departmental	3,861,775	2,764,782	3,074,880	4,783,041
Transfers	1,458,492	1,517,609	1,517,609	621,000
<b>Total Expenditures</b>	<b>37,147,787</b>	<b>45,158,482</b>	<b>45,743,888</b>	<b>44,966,515</b>
<b>Annual Surplus / (Deficit)</b>	<b>13,322,766</b>	<b>(6,120,019)</b>	<b>(2,770,028)</b>	<b>(4,188,475)</b>
<b>Fund Balance, Ending</b>	<b>44,053,407</b>	<b>37,933,388</b>	<b>41,283,379</b>	<b>37,094,904</b>
<b>Fund Balance Breakdown</b>				
Reserved (i.e. Encumbrances, Prepays etc..)	(9,541,371)	(9,751,371)	(10,026,371)	(14,170,353)
<b>Unreserved Fund Balance</b>	<b>34,512,036</b>	<b>28,182,017</b>	<b>31,257,008</b>	<b>22,924,551</b>
Reserve Policy is 20% of Expenditures	7,429,557	9,031,696	9,148,778	8,993,303
Amount over (under) Reserve Policy	27,082,479	19,150,320	22,108,230	13,931,248
% of Total Expenditures	93%	62%	68%	51%

#### General Fund - Unreserved Ending Fund Balance



## OVERVIEW OF GENERAL FUND REVENUES

Total General Fund Revenues for FY2025 are projected to increase about \$1.7 million or by 5.8%.

Property tax is imposed on both real and personal property, accounting for 38% of the revenues for fiscal year 2025, which amounts to \$15.5 million. The anticipated increase in General Fund property tax revenue for FY2025 is primarily driven by a rise in assessed property values. This increase reflects a broader trend of growing property valuations, which enhances the overall revenue collected from property taxes, thereby providing essential funding for various public services and initiatives.

Sales & Use Tax includes Mixed Beverage Taxes. Both taxes are collected by the State and forwarded to the City. The General Fund's portion of the City's 2% Sales Tax is 1.375%. The remaining portion goes to other restricted funds. Sales and Use Taxes represents \$14.1 million or 35% of FY2025 General Fund revenues.

Franchise Fees are collected from utility companies for right-of-way usage. the franchise is paid by various vendors and provide 10% of

General Fund Revenues, estimated to be \$4.2 million in fiscal year 2025.

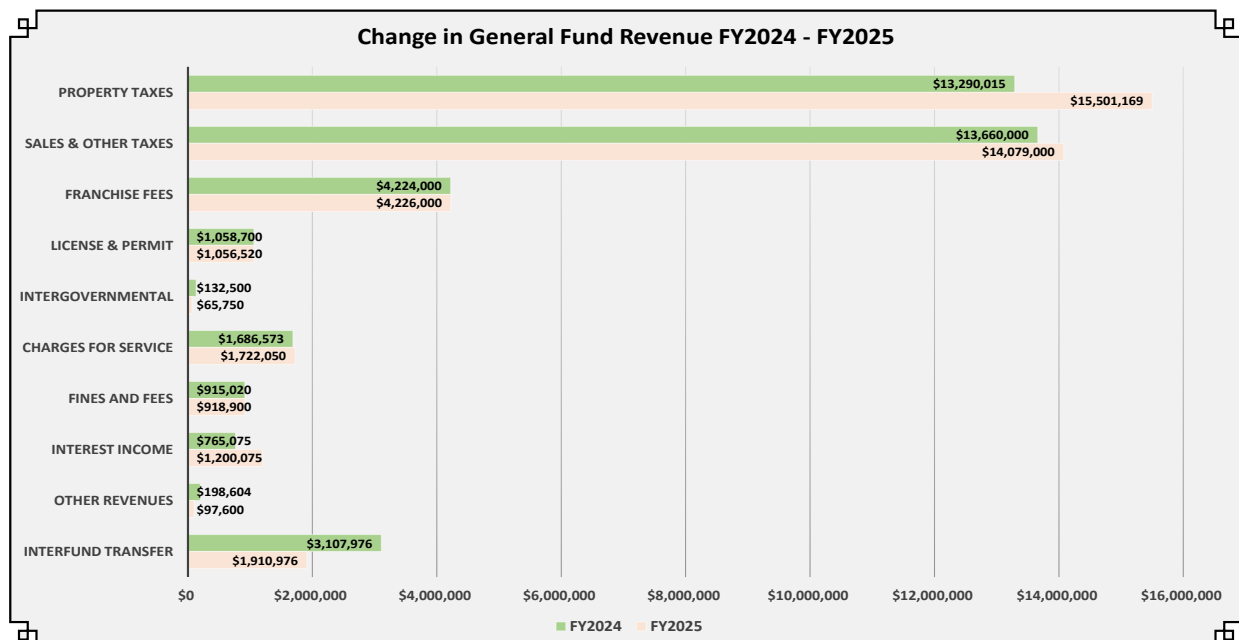
Licenses & Permits is made up of building permits, licenses and permits for engineering, electrical, plumbing, and mechanical installations. Revenues for FY2025 are projected to remain consistent at \$1.1 million with fiscal 2024's budget. However, with the build out of new businesses, those fees could exceed projections.

Charges for Services include recreation fees, inspection fees, alarm fees and other services provided. Revenues for FY2025 are projected to remain consistent with last year's budget.

Fines & Fees are court fines. Because of the City's population the revenues are projected to grow by slightly, which is \$0.1 million over last year's budget.

Other Revenues include Intergovernmental, Interest on investments income, and other miscellaneous Revenues. Total in FY2025 is projected to net \$1.3 million.

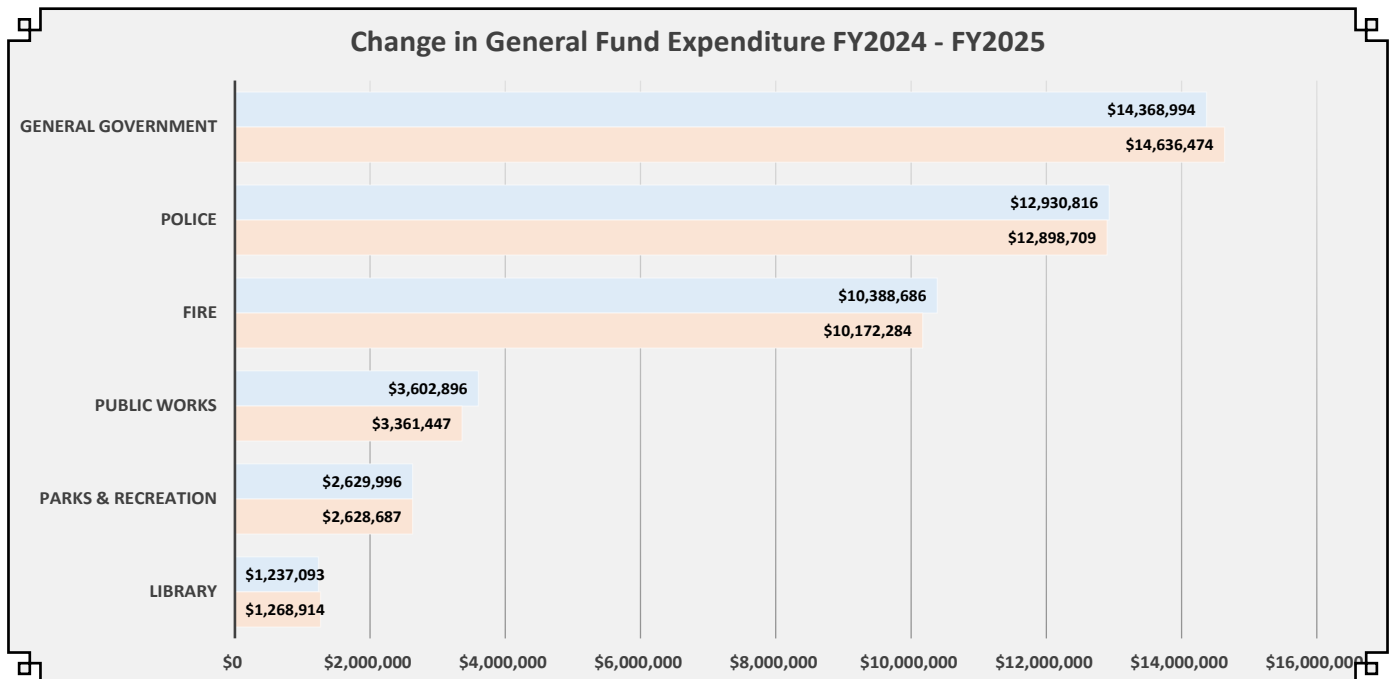
Interfund transfers is a \$1.9 million budgeted transfer from various fund.



## OVERVIEW OF GENERAL FUND EXPENDITURE

Overall, total General Fund Expenditures decreased slightly by 0.4% compared to the previous budget in FY2024.

- In the General Government expense operational cost increased by 2% due to inflation and two new positions.
- Police expenditures represent 28.6% of the General Fund. Expenses for this year decrease 0.2% over last year's operational and personnel cost.
- Fire expenditures make up 22.6% of the general fund. Expenses for this year are \$10.2 million, 2.1% less than last year due to an estimated saving in overtime cost.
- Public works (Streets, Buildings, & Fleet) expenses are \$3.6 million making up 7.4% of the General Fund.
- Parks and Recreation expenditures are \$2.6 million, maintaining same level of last year's budget.
- Library expenditures are estimated to be about \$1.3 million, a 2.6% increase over last year's budget due to personnel cost.



## CITY MANAGER'S OFFICE

### Mission Statement

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

### Accomplishment of FY2024

- Carried out policies and direction set forth by the Mayor and City Council.
- Manage the strategic planning and budget process for Fiscal Year 2024.
- Continued to proactively pursue economic development in accordance with the city's residential, commercial and retail development plan.
- Continued to build and maintain a relationships-driven employee culture.
- Completed the City Hall project.

### Objectives for FY2025

- Continue to proactively pursue economic development in accordance with the city's residential, commercial, and retail development plan.
- Implement a plan for improved road replacement, maintenance, and rehabilitation.
- Continue to promote fiscal transparency and cost savings throughout the organization.
- Continue to work with the team on completion of new City Hall.
- Continue to carry out policies and direction set forth by the Mayor and City Council.
- Continue to build and maintain a relationships-driven employee culture of empowerment and accountability.
- Work with City Council to develop Economic Development position.
- Hire a Public Relations manager to improve awareness efforts.

City Manager's Office	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 1: Continue to Cultivate the Commercial and Retail Development Plan for a successful Economic Development Environment	Presented new economic development for discussion	10	12	16	10
Goal 6: Address Critical Facility & Infrastructure Needs	Approved critical city facility projects	2	1	3	2

EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$674,087	\$725,789	\$725,789	\$851,326
Operations	10,830	13,765	13,100	17,600
<b>Total</b>	<b>\$684,916</b>	<b>\$739,554</b>	<b>\$738,889</b>	<b>\$868,926</b>

STAFFING	Class	Range	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
City Manager	1001	105	1	1	1	1
Assistant City Manager	1002	96	1	1	1	1
Administrative Assistant	2002	45	0	0	0	1
<b>TOTAL</b>			<b>2</b>	<b>2</b>	<b>2</b>	<b>3</b>

## CITY SECRETARY

### Mission Statement

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

### Accomplishment of FY2024

- The May 2024 General Election was successfully completed
- Produced 28 Council agendas within the allocated deadline.
- Produced all Council meeting minutes – total of 28 - on time.
- Produced several new proclamations and formatted several letters of Council correspondence – several on late notice.
- Produced several Council Agenda Memo Cover sheets, and assisted legal with information regarding resolutions, memos, and ordinances.
- Used personal cell phone to contact Council, and EDC members via phone or text for immediate response rather than using email.
- Coordinated Council/Board & Commission joint meetings for group interaction.
- Processed 866 Open Records Requests.
- Assisted the Public Facility Corporation and held 2 meetings.
- Destroyed 145 boxes of records from Water Tower storage unit and 102 at City Hall.
- Facilitated the Board/Commission Banquet with 115 attendees.
- Received Distinguished Service award at TMCA Graduate Institute.
- Assisted Council with the hiring of a new City Secretary.
- Coordinated activities at the TML Conference in Houston in October.

### Objectives for FY2025

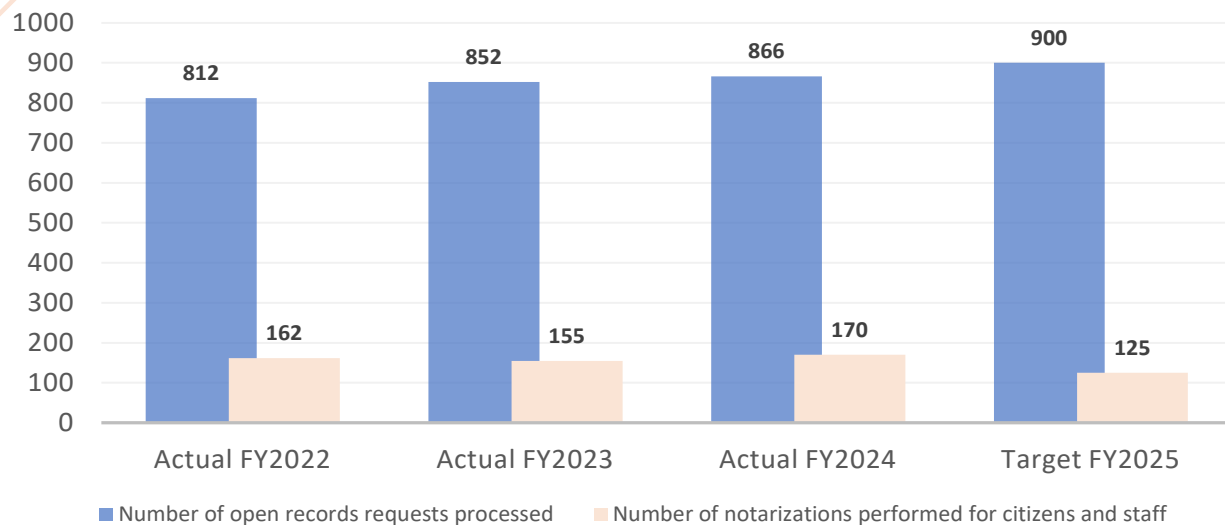
- Assist with the moving from the old City Hall to the new City Hall.
- Continued the quality efficiency of the department in regard to agendas, minutes, and information requests.
- Complete the transferring of records from the water tower and city hall to the central storage facility.
- Conduct General and Special Election – if needed - without error.
- Provide better quality service for citizens, staff, and Council members.
- Continue record destruction regarding record storage at Water Tower.
- Assist CM and ACM with administrative duties.
- Continue certification requirements for TMCA Certification for Assistant Secretary and Recertification for new City Secretary.
- Coordinate Board/Commission banquet for December 2024.

EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$242,483	\$285,265	\$285,265	\$289,434
Operations	42,268	40,620	39,720	40,620
<b>Total</b>	<b>\$284,751</b>	<b>\$325,885</b>	<b>\$324,985</b>	<b>\$330,054</b>

STAFFING	Class	Range	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
City Secretary	1110	76	1	1	1	1
Assistant City Secretary	1120	50	1	1	1	1
<b>Total</b>			<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

## City Secretary

	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures	Number of open records requests processed	812	852	866	900
	% of citizen inquiries responded to within 24 hours	95%	98%	98%	98%
	% of documents completed, signed, and scanned within 48 hours of council approval	99%	99%	99%	99%
	% of council meeting minutes transcribed within 72 hours following council meeting	97%	99%	99%	95%
	% of alcohol permits processed within 24 hours of receiving approval from Planning Director and TABC	95%	100%	100%	95%
	% of Council agendas posted to the website as legally required	100%	100%	100%	100%
	% of agendas available to citizens within legally required timeframe	100%	100%	100%	100%
	Number of notarizations performed for citizens and staff	162	155	170	125



## CITY COUNCIL

### Mission Statement

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

### Accomplishment of FY2024

- Provided policy direction for major development projects.
- Conducted joint meetings with Boards/Commissions to enhance board efficiency and utilization.
- Selected and appointed board members.
- Seven Members of the Council attended the 2024 TML Conference in Houston.

### Objectives for FY2025

- Continue to Cultivate the Commercial and Residential Development Plan for a successful Economic Development Environment and approval of the TIRZ 2 Zone.
- Establish and maintain Competitive Employee Compensation to Retain and Attract High Quality and Diverse Staff while maintaining a Relationships-Driven Culture along with other incentives such as alternative work schedules, increased number of paid holidays, etc. Promote and Support Safety and Security within Our Community while providing Quality Services and increase safety around schools.
- Practice Fiscal Responsibility while Utilizing Performance Measures.
- Build and Maintain Partnerships with Non-Profit Sector to Advance the Revitalization and Beautification of the City.
- Address Critical Facility & Infrastructure Needs.

EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$8,550	\$5,200	\$5,200	\$5,200
Operations	27,288	42,900	39,800	39,400
<b>Total</b>	<b>\$35,838</b>	<b>\$48,100</b>	<b>\$45,000</b>	<b>\$44,600</b>

No employees in this division.



## FINANCE

### Mission Statement

The Finance Department is responsible for optimally managing the City's resources through budgeting, purchasing, management analysis and financial reporting in a transparent, accountable, and responsible manner. The Director serves as the Chief Financial Officer of the City and acts as the primary contact with Haltom City's outside auditors, bond council, rating agencies and underwriters. Finance also provides general supervision and oversight of all revenues and expenditures for the City and reporting compliance with GASB.

### Accomplishment of FY2024

- Receive an unmodified (clean) opinion on the Annual Comprehensive Financial Report (ACFR). Maintain the high standard and level of financial reporting for obtaining the GFOA "Certificate of Achievement for Excellence in Financial Reporting".
- Maintain the high standard and level of the annual budget document for obtaining the GFOA "Distinguished Budget Presentation Award".
- Maintain and Monitor Revenues Fee Schedule, while also enhancing its readability.
- Maintain current vendor information to ensure accurate W2 distribution, as is legally required. Monitor Hotel Motel Revenue collections through HDL and working in partnership with Permits to ensure the City accurately receives fees and payments due.
- Transition Utility Billing to Incode system migrating billing, payment and customer data and then centralizing the results accurately into the City's ERP system called Munis for reporting and tracking purposes.
- Pursuing the recovering of Bingo revenue by researching regulatory requirements, provide legal standing and to establish a foundation for future collections.
- Transition the City from the manual budgeting process to an automated budgeting process to enhance accuracy, streamline workflow and provide better insight.
- Continue cost-saving measures of maintaining record retention by contracting for digitizing City records.
- Successfully contracted for the City's janitorial services through an RFP ensuring a competitive and transparent selection process.

## FINANCE

### Objectives for FY2025

- Receive an unmodified (“clean”) opinion on the Annual Comprehensive Financial Report (ACFR).
- Maintain the high standard and level of financial reporting for obtaining GFOA “Certificate of Achievement for Excellence in Financial Reporting”.
- Maintain the high standard and level of the annual budget document for obtaining GFOA “Distinguished Budget Presentation Award”.
- Monitor and maintain updated financial policies and procedures by regularly reviewing and incorporating legal and operational changes to ensure proper compliance.
- Maintain and monitor the Haltom City Revenue Fee Schedule.
- Work with other departments to improve the City’s inventory process.
- Complete the digitizing of financial records to lower the space necessary to maintain required record retention.
- Continue to streamline the new Utility Billing system to improve customer billing, payment and data processes as part of the Incode transition.
- Continue to review and request current vendor information to ensure accurate W2 distribution, as is legally required.
- Continue to improve the budget reporting process for efficiencies and accuracies.
- Increase City’s credit rating.

EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$596,439	\$817,288	\$817,288	\$850,245
Operations	44,808	235,550	229,900	246,400
<b>Total</b>	<b>\$641,247</b>	<b>\$1,052,838</b>	<b>\$1,047,188</b>	<b>\$1,096,645</b>

STAFFING	Class	Range	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Director of Finance	2101	87	1	1	1	1
Assistant Director of Finance/Controller	2102	71	1	1	1	1
Purchasing Agent	2401	61	1	1	1	1
Budget Manager	2201	67	1	1	1	1
Senior Accountant	2203	63	0	1	1	1
Account Technician	2202	43	1	1	1	1
<b>Total</b>			<b>5</b>	<b>6</b>	<b>6</b>	<b>6</b>

Finance	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures	Average number of days to process accounts payable invoices	2	2	2	2
	Average number of business days to close month end	8	10	10	10
	Average number of days to complete Quarterly Investment Report	3	3	3	3
	Percent of monthly financial reports distributed to departments within 10 days of month end	100%	100%	100%	100%
	Number of GFOA awards received	2	2	2	2



## HUMAN RESOURCES AND RISK MANAGEMENT

### Mission Statement

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

### Accomplishment of FY2024

- Implementation of new life insurance provider resulting in cost savings for City while providing equivalent benefits for employees.
- Implemented changes to employee compensation approved in the budget; made changes to the pay plan to reflect increased salaries.
- Changed entry level positions of Police Officer and Firefighter pay to annual step plans. Split sworn police and fire pay plans for ease of use and adjustments.
- Evaluation and revision to employee service award program.
- Processed 57 payrolls (26 bi-weekly, 30 fire and 1 sick buy-back)
- Cybersecurity training for all employees and elected officials conducted and reported to the State.
- Munis payroll system conversion complete.
- Hosted financial planning session for employees.
- Development retiree HRA allowing retirees to defer payout of applicable leaves to the HRA for use to pay retiree insurance premiums.
- Retiree reimbursement process changed so retirees seek reimbursement through an HRA for compliance purposes.
- Implementation of portions of Secure 2.0 to deferred compensation plans.
- Implementation of lateral entry program.

### Objectives for FY2025

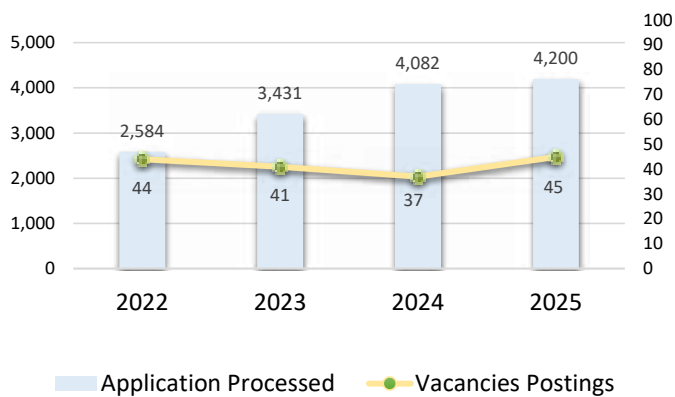
- Recruit and retain qualified individuals to support operations within the City.
- Maintain a compensation strategy that reflects the City's goals, ensuring that employees are classified and compensated in an appropriate manner.
- Manage liability claims in a timely and efficient manner to limit exposure and reduce cost.
- Cost/benefit analysis of the City's medical program and explore options to provide competitive benefits. Review and evaluate medical, dental, and vision to ensure the most beneficial and cost-effective benefit package is offered to employees, and dependents.
- Examine options for providing cost effective insurance benefits to retirees.
- Implement remaining provisions of Secure 2.0.
- Create Roth IRA for employees through the City's deferred compensation program.
- Host TMRS pre-retirement session for employees.

EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$396,167	\$593,641	\$593,641	\$662,589
Operations	135,057	197,850	197,850	196,425
<b>Total</b>	<b>\$531,223</b>	<b>\$791,491</b>	<b>\$791,491</b>	<b>\$859,014</b>

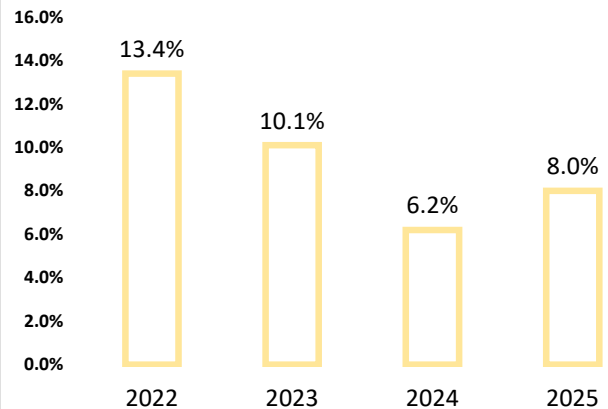
STAFFING	Class	Range	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Director of Human Resources & Risk Mgmt	1401	86	1	1	1	1
Assistant Director of Human Resources	1404	72	0	0	1	1
Human Resources Specialist	1404	62	1	1	0	0
Human Resources Generalist	1402	60	1	1	1	1
Human Resources Coordinator	1403	56	1	1	1	1
Human Resources Technician	1405	43	0	0	0	1
<b>Total</b>			<b>4</b>	<b>4</b>	<b>4</b>	<b>5</b>

Human Resources	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 2: Maintain Competitive Employee Compensation to Retain and Attract High Quality Staff while maintaining a Relationships-Driven Culture	Number of position vacancies/postings	44	41	37	45
	Number of applications processed	2,584	3,431	4,082	4200
	HR processes evaluated for efficiency/effectiveness	1	2	2	3
	Number of HR policy/program updates	6	0	1	4
	Percentage of employees receiving internal training	100%	100%	100%	100%
	Organizational turnover (Full time)	13.40%	10.10%	6.20%	8%

Applications and Vacancies Postings



Organizational Turnover



## PLANNING & COMMUNITY DEVELOPMENT

### Mission Statement

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

### Accomplishment of FY2023

- 2301 Higgins #600 – 950sf tenant finishout – JAG Glass, LLC
- 3185 Denton Hwy – commercial remodel – dd's Discounts
- 3220 Denton Hwy – 7,258sf commercial remodel – Total Point Emergency Center
- 4000 NE Loop 820 – 160,160sf new commercial - Mercantile
- 4020 Denton Hwy – commercial remodel – DG Market
- 4101 Northern Cross Blvd – 136,080sf new commercial - Mercantile
- 4151 Northern Cross Blvd – 136,080sf new commercial - Mercantile
- 4201 Northern Cross Blvd – 220,640sf new commercial - Mercantile
- 4215 Broadway Avenue – 3,221sf new commercial – Chamoy
- 5000 Beach – 190,000sf new commercial - HMart
- 5020 Stephanie Drive – 103,000sf new school – David E Smith Elementary
- 5050 Airport Frwy – convenience store addition, interior remodel and exterior façade remodel – Valero
- 5101 Airport Frwy – 2,700sf tenant finshout – Doc's Food Store #2
- 5101 NE Loop 820 – 81,978sf new commercial – U-Haul
- 5400 Haltom Road – 296 units Phase 1 - The Stream at High Pointe Apartments
- 5501 Haltom Road – 2 new dance/cheer studios - Haltom High School.

### Objectives for FY2024

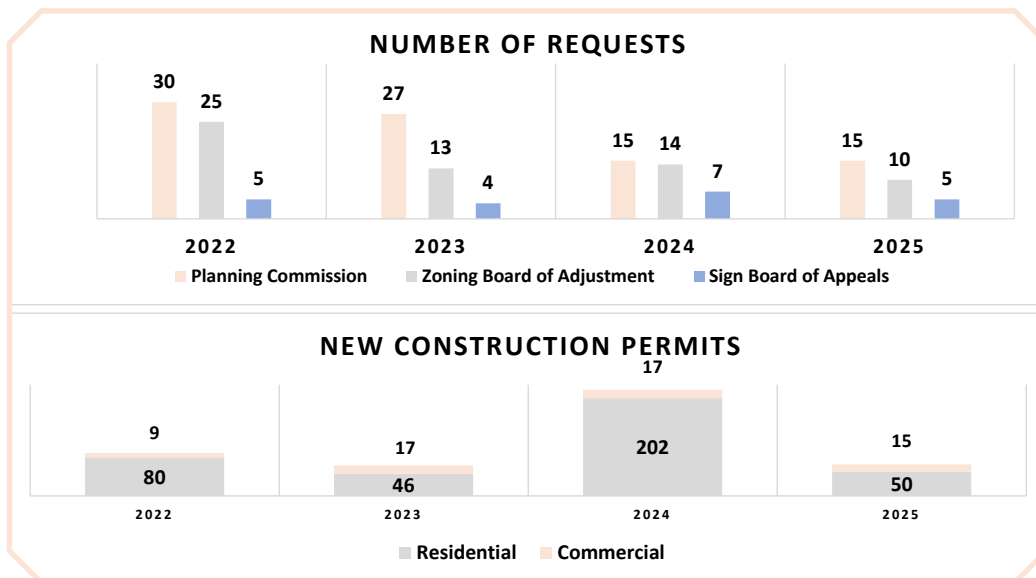
- Ensure that the minimum standards of each adopted code and ordinance are met for new and renovated structures, while conducting complete initial plan reviews of all submittals in a timely manner.
- Exceptional customer service responding to inspection requests within 24 hours.
- Maximize the economic benefits of projects throughout the City by capitalizing on the City's strategic location in the DFW metropolitan area.
- Work with non-profit charitable organizations (example, Mid-Cities Care Corp and Serving Our Seniors Texas) who provide property enhancement and rehabilitate projects for citizens, especially senior citizens and veterans.

## PLANNING & COMMUNITY DEVELOPMENT

EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$1,047,945	\$1,217,830	\$1,217,830	\$1,288,802
Operations	18,860	35,500	37,500	38,000
<b>Total</b>	<b>\$1,066,805</b>	<b>\$1,253,330</b>	<b>\$1,255,330</b>	<b>\$1,326,802</b>

STAFFING	Class	Range	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Director of Planning & Community Development	1801	86	1	1	1	1
Assistant Director/Planning/Project Manager	1803	72	1	1	1	1
Building Official	1802	68	1	1	1	1
Building Inspector	1804	58	1	1	1	1
Senior Code Enforcement Officer	1808	51	0	2	2	2
Code Enforcement Officer	1805	50	5	3	3	3
Fire Inspector	3409	50	1	0	0	0
Planning and Permit Coordinator	1807	42	1	1	1	1
Permit Technician	1806	40	2	2	2	2
<b>Total</b>			<b>13</b>	<b>12</b>	<b>12</b>	<b>12</b>

Planning and Community Development	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 1: Continue to Cultivate the Commercial and Retail Development Plan for a successful Economic Development Environment	Number of requests before the Planning and Zoning Commission	30	27	15	15
	Number of requests before the Zoning Board of Adjustment	25	13	14	10
	Number of requests before the Sign Board of Appeals	5	4	7	5
	Number of requests before the Hearings Board	0	0	0	2
	New residential construction permits	80	46	202	50
	New residential construction value	\$14,940,750	\$9,422,806	\$34,943,543	\$15,000,000
	New commercial construction permits	9	17	17	15
	New commercial construction value	\$54,071,800	\$41,778,714	\$141,427,167	\$35,000,000
Goal 3: Promote and Support Safety and Security within Our Community while providing Quality Services	Certificate of occupancy applications	267	257	247	250
	Percent of inspections completed within 24 hours	100%	100%	100%	100%
	Percent of plans reviewed within 20 working days	95%	95%	95%	95%



## INFORMATION TECHNOLOGY SERVICES

### Mission Statement

IT Services is dedicated to providing secure, consistent, and reliable technological resources for the staff and community of Haltom City, Texas.

### Accomplishment of FY2024

- Added new Law Enforcement Center and new City Hall facilities with IT being heavily involved in both projects.
- Migrated UB to new ERP Incode 10 for old STW Platform.
- Launched new Haltom City Intranet for city staff.
- Continue to improve internal network infrastructure to meet growing needs of city staff and maintain best practices.
- Advance technology in place at new city Hall Council Chamber and Court Room.
- Launched and in progress for going paperless with Document Locator.

### Objectives for FY2025

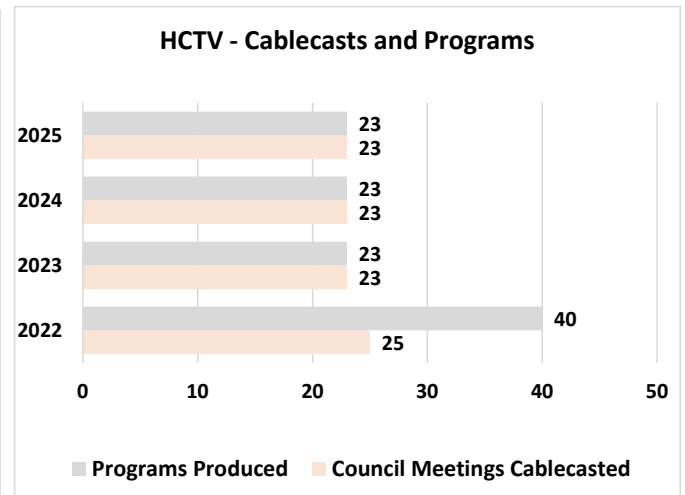
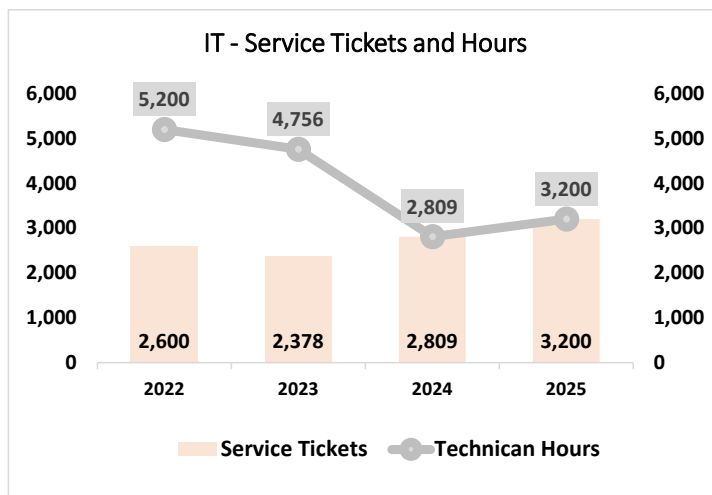
- Re-engineer wireless connection for primary city buildings.
- Launch Mobile Device Management for all Mobile devices.
- Work on improving network security and monitoring with the newer devices we have in place.
- Refresh Library Public PC with newer computers and standardize the monitors.
- Migrate Court into the newest Incode 10 for up to date court applications.



EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$630,824	\$731,195	\$733,195	\$783,862
Operations	427,519	391,950	392,250	389,900
<b>Total</b>	<b>\$1,058,343</b>	<b>\$1,123,145</b>	<b>\$1,125,445</b>	<b>\$1,173,762</b>

STAFFING	Class	Range	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Director of Information Technology	1301	86	1	1	1	1
Systems Administrator	1304	70	1	1	1	1
Applications & Security Administrator	1303	61	1	1	1	1
Web Administrator/Media Technician	1203	61	1	1	1	1
Computer Services Technician	1302	54	2	2	1	1
Computer Services Specialist	1305	59	0	0	1	1
<b>Total</b>			<b>6</b>	<b>6</b>	<b>6</b>	<b>6</b>

Information Technology	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 7: Implement Innovation Technology Solutions for Security and Performance	Number of resolved service tickets	2600	2378	2809	3200
	Total technician hours spent resolving service tickets	5,200	4,756	5,618	6,400
	Number of City Council meetings recorded/cablecast	25	23	23	23
	Number of programs produced	40	23	23	23
	Website Pageviews	700,000	516,000	745,727	800,000



## FLEET SERVICES

### Mission Statement

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

### Accomplishment of FY2023

- Parts Inventory minimized to increase efficiency in the auditing process, parts location, and reduce costs associated with purchasing parts for inventory.
- Attended training and conferences to learn about new fleet technologies and procedures.
- Increased the number of vendors and suppliers, which allows us to purchase parts at lower price points and increases the number of parts available to us without Fleet having to stock those parts.
- Parts Inventory minimized to increase efficiency in the auditing process, parts location, and reduce costs associated with purchasing parts for inventory.
- Cycled older units out of the fleet and replaced them with newer ones which helps us to lower costs and downtime.
- Increased the number of repairs completed and preventative maintenance to minimize fleet downtime.

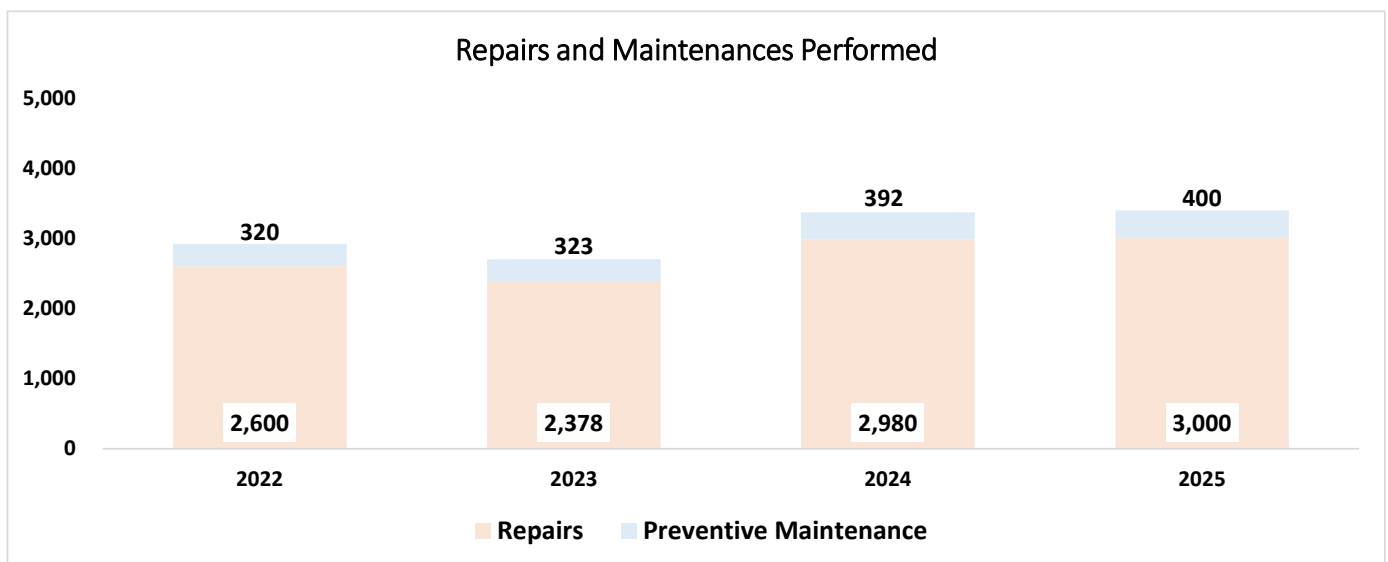
### Objectives for FY2024

- Provide scheduled and non-scheduled repairs to City vehicles and equipment.
- Reorganize parts room to be more efficient and minimize inventory of obsolete parts.
- Evaluate overall fleet operations and customer service, improving any deficiencies identified.
- Continue evaluating mileage traveled and fuel usage to determine ways to become more efficient.
- To continue with the private-public partnership with Enterprise to help facilitate a more efficient maintenance program and vehicle replacement model.
- Complete hiring process for one new employee to improve efficiency in Fleet department.

EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$308,757	\$438,939	\$438,939	\$464,144
Operations	693,100	943,150	949,150	973,208
<b>Total</b>	<b>\$1,001,858</b>	<b>\$1,382,089</b>	<b>\$1,388,089</b>	<b>\$1,437,352</b>

STAFFING	Class	Range	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Fleet Services Supervisor	1903	55	1	1	1	1
Auto Mechanic	1904	46	3	3	4	4
<b>Total</b>			<b>4</b>	<b>4</b>	<b>5</b>	<b>5</b>

Fleet	PERFORMANCE MEASURES	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures	Total number of repairs completed	2600	2378	2980	3000
	Number of preventive maintenance completed	320	323	392	400
	Total number of vehicles/equipment maintained	336	344	395	380
	Number of training classes attended	13	23	34	40
Goal 2: Maintain Competitive Employee Compensation to Retain and Attract High Quality Staff while maintaining a Relationships-Driven Culture	Estimated cost of fuel per fleet mile	\$0.51	\$0.49	\$0.49	\$0.46
	Number of training classes attended	13	16	34	40



## BUILDING MAINTENANCE

### Mission Statement

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

### Accomplishment of FY2024

- Installed new wiring for internet radios for Midway, 820 and Meadow Oaks Elevated Storage Tanks for IT.
- Installed new antennas at Midway, 820, City Hall, PD, all 3 fire stations, city hall, library, Parks Main Building and PW for IT.
- Repaired and rewired parking lot lights at FD#3.
- Relocated lighting and ductwork at 820 Elevated Storage Tank for new records at this location.
- Dug trench for City's fiber contractor at FD#1 and assisted the contractor in getting fiber into the building.
- Built new awning for Environmental Services mosquito breeding stations.
- Converted approximately 40 fixtures to LED at library children's area.
- Replaced the waterline at the Senior Center into the building.
- Installed new AC at North Oaks Pump Station to cool the VFD's in the station.
- Cleaned and repainted the bathroom at Rec Center from the flood.
- Replaced all AC units at FD#1.

### Objectives for FY2025

- Install new pads for ordered generators and run conduits for the transfer switches
- Remove old fencing and trees on East side of PW and pour concrete footer and new cedar fence to match the south side we already replaced.
- Install new flooring and wall covering at Rec Center with assistance from Rec personnel.
- Hire new employee and get them trained to better serve the city employees and facilities.
- Have roof inspections done for potential projects for 2025
- Get all HVAC systems inspected for potential replacement projects for 2025.
- Have Geotech report done on FD#1 to see what is causing the concrete failures and get them replaced
- Get a price for getting the building done behind PW for future storage or office space.

Building Maintenance	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 6: Address Critical Facility & Infrastructure Needs	Respond within 24hrs of receiving a call for service.	98%	99%	99%	100%
	Complete workorder within 48hrs of responding for a call.	98%	98%	98%	99%
	Reduce workorder cycle time by 10% by the end of the year.	80%	70%	80%	90%

EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$184,046	\$277,807	\$277,807	\$290,287
Operations	602,274	696,100	832,835	487,600
Capital	35,000	432,000	432,000	30,000
<b>Total</b>	<b>\$821,320</b>	<b>\$1,405,907</b>	<b>\$1,542,642</b>	<b>\$807,887</b>

STAFFING	Class	Range	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Public Works Crewleader	2905	49	1	1	1	1
Building Maintenance Mechanic	2908	43	1	1	2	2
<b>Total</b>			<b>2</b>	<b>2</b>	<b>3</b>	<b>3</b>

## ANIMAL SERVICES

The Animal Services Division enforces City ordinances concerning domestic pets and livestock and responds to citizen concerns, complaints and questions. This division also oversees the care and maintenance of a modern, well-equipped animal shelter and adoption center.

### Mission Statement

The Animal Services Division strives to provide professional and compassionate service to the public in resolving animal related complaints, caring for impounded animals, and ensuring the humane treatment of animals in the City.

### Accomplishment of FY2024

- Raised our live release rate.
- Partnered with several new rescue organizations.
- Successfully passed our state inspection.

### Objectives for FY2025

- Hire at least one new Animal Services Officer.
- Continue to update ordinances.
- Add security to the building including a gate and additional cameras.
- Find additional educational programs for staff.

Animal Services	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 3: Promote and Support Safety and Security within Our Community while providing Quality Services	Animal Intake (Dogs and Cats)	831	724	541	699
	Animal Adoption (Dogs and Cats)	176	132	91	133
	Animal Return to Owner (Dogs and Cats)	272	254	179	235
	Animal Rescue (Dogs and Cats)	80	56	92	76
	Calls for Service	1797	1723	1628	1716

EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$388,516	\$445,783	\$445,783	\$445,860
Operations	38,752	53,156	57,340	51,290
<b>Total</b>	<b>\$427,268</b>	<b>\$498,939</b>	<b>\$503,123</b>	<b>\$497,150</b>

STAFFING	Class	Range	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Animal Services Supervisor	3301	56	1	1	1	1
Senior Animal Services Officer	3305	45	1	1	1	1
Animal Services Officer	3303	43	2	2	2	2
Kennel Attendant	3304	37	1	1	1	1
<b>Total</b>			<b>5</b>	<b>5</b>	<b>5</b>	<b>5</b>

## POLICE DEPARTMENT

### Mission Statement

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

### Accomplishment of FY2024

- Police responded to 39,564 calls for service with 18,893 being officer initiated activity.
- Completed construction of the new Law Enforcement Center.
- Remained competitive with pay and benefits to recruit and retain quality employees.
- Requested and received state and federal funding for equipment to enhance officer safety and response to critical incidents.

### Objectives for FY2025

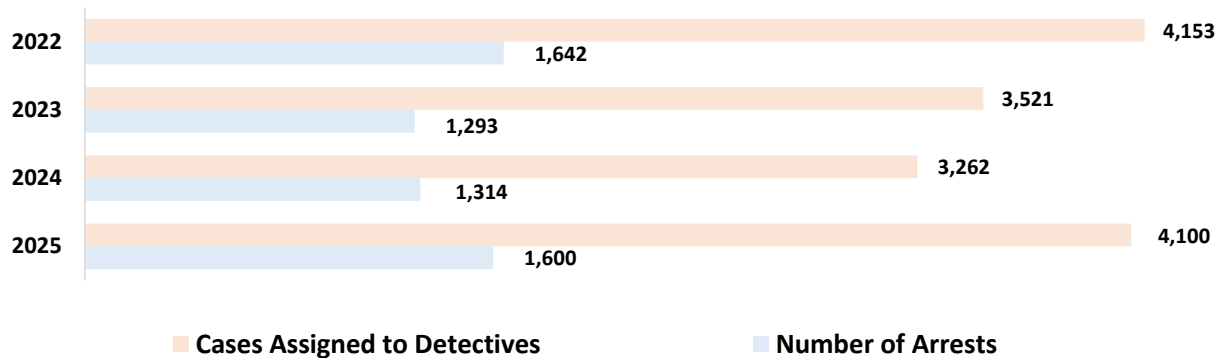
- Continue to promote Haltom City in terms of safety, security and environment by supporting current proactive enforcement activities and programs, as well as initiating additional activities and programs as needed.
- Continue to provide proactive enforcement activities utilizing the Patrol Operations and Investigative Services Divisions. These activities include, but are not limited to, DWI Enforcement Unit, Bicycle Unit, K-9 Unit, and regional efforts through participation in the Tarrant County Auto Theft Task Force and U.S. Marshals Fugitive Task Force. Current proactive enforcement programs include the Crime Free Multi-Housing Program and the School Resource Officer Program.
- Manage our Shared Services Agreement for Dispatch and Detention services.
- Continue to improve service to the city via Shared Service agreements.
- Market the Haltom City Police Department to continue to recruit qualified applicants to minimize the impact of staffing issues.

EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$9,937,440	\$11,835,118	\$11,835,118	\$12,259,372
Operations	1,110,388	1,095,698	1,100,698	1,133,320
<b>Total</b>	<b>\$11,047,828</b>	<b>\$12,930,816</b>	<b>\$12,935,816</b>	<b>\$13,392,692</b>

STAFFING	Class	Range	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Police Chief	3001	90	1	1	1	1
Police Captain	3003	GS81	4	4	4	4
Police Sergeant	3004	GS75	12	12	12	12
Police Corporal	3005	GS68	5	6	6	6
Police Officer	3007	GS63	51	52	52	52
Public Safety Project Manager	3101	75	1	1	1	1
Mental Health Coordinator	3103	61	1	1	1	1
Property & Crime Scene Technician	3105	51	1	1	1	1
Police Records Supervisor	3102	49	0	1	1	1
Administrative Assistant	2002	44	1	1	1	1
Community Services Asst./Admin Secretary	3104	43	1	0	0	0
Police Records Clerk	3202	39	2	2	2	2
<b>Total</b>			<b>80</b>	<b>82</b>	<b>82</b>	<b>82</b>

Police	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 3: Promote and Support Safety and Security within Our Community while providing Quality Services	Number of calls for service	36,132	38,058	39,654	40,500
	Number of cases assigned to detectives	4,153	3,521	3,262	3,300
	Number of warrants issued by CID (Felony, Misdemeanor, Search)	461	393	431	440
	Number of arrests	1,642	1,293	1,314	1,340

### Detective cases and arrest



## FIRE DEPARTMENT

### Mission Statement

To protect lives and property in our community from the adverse effect of fire, medical, environmental, and other emergencies through the highest quality of programs and service.

### Accomplishment of FY2024

- Reviewed the current EMS system and worked closely with neighboring communities to design a patient centric, sustainable ambulance service, while being financially responsible with the adoption of a new MOUA between Haltom City and The City of Fort Worth. (Strategic Goal #3 and Strategic Goal #4)
- An average response time of 5:11 minutes for the first on unit. (Strategic Goal #3)
- Completed more than 13,000 total training hours and averaged 240 hours per member. (Strategic Goals #3 & #4)
- Assisted Texas Task Force 1, 2 and TIFMAS with responses to several statewide and federal natural disasters and collected \$594,239.38 in reimbursement expenses and put it back into the General Fund. (Strategic Goals #3 & #4)
- Inspected all hotels, schools, apartments, and major target hazards. (Strategic Goal #3)
- Completed 53 community education and public relation events, reaching approximately 6,082 children and adults. (Strategic Goal #3)

### Objectives for FY2025

- Research and explore industry best practices to meet the growing risk and potential hazards of fire and injury that could come with the new development and growth the city is experiencing. (Strategic Goal #3)
- Monitor response time segments and evaluate areas where we can lower the overall response times to high priority calls by enhancing our Shared Services Agreements (Strategic Goals #3 & #4)
- Continue working towards compliance of NFPA 1710 with an average response time of 6 minutes or less, 90% of the time, to all emergencies. (Strategic Goal #3)
- Continue professional development for all ranks utilizing the TCFP certification program. Average 240 hours per member of documented training annually to help maintain our ISO #1 rating. (Strategic Goals #3 & #4)
- Complete all business occupancies, hotels, schools, multi-family, and target hazard inspections annually. (Strategic Goal #3)
- Continue to educate the public about common hazards and health risks, utilizing risk reduction programs. (Strategic Goal #3)

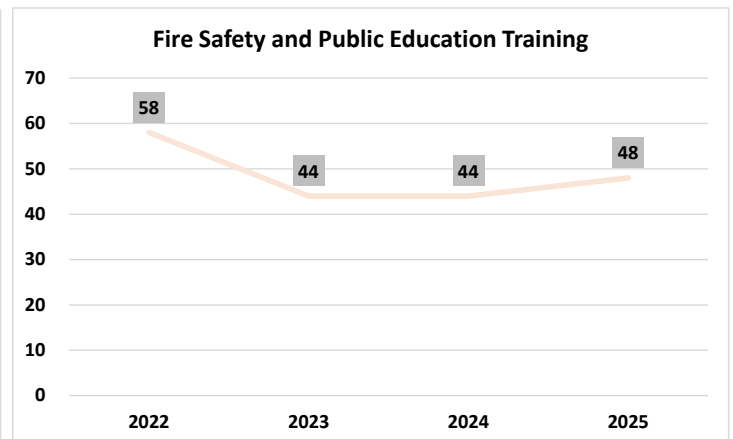
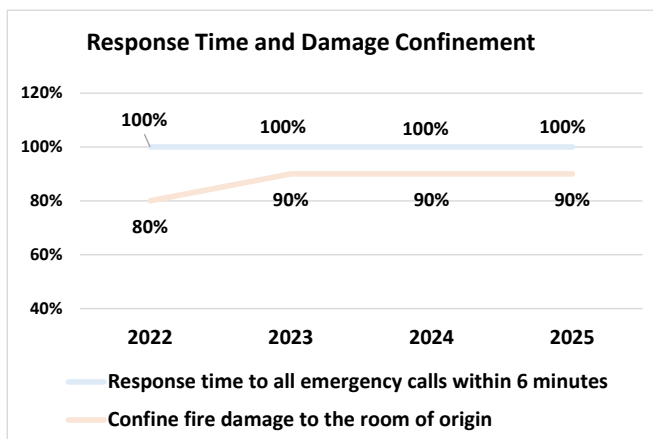


EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$7,499,809	\$8,939,963	\$8,942,518	\$9,502,643
Operations	504,307	528,723	562,723	673,710
Capital	127,397	920,000	920,000	378,833
<b>Total</b>	<b>\$8,131,513</b>	<b>\$10,388,686</b>	<b>\$10,425,241</b>	<b>\$10,555,186</b>

STAFFING	Class	Range	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Fire Chief	3401	90	1	1	1	1
Deputy Fire Chief - Operations	3402	80	1	1	1	1
Fire Marshal	3403	80	1	1	1	1
Fire Battalion Chief	3404	GS81	4	4	4	4
Fire Lieutenant	3405	GS75	13	13	13	13
Firefighter/Driver	3407	GS68	12	12	12	12
Firefighter	3408	GS63	24	24	24	24
Administrative Assistant	2002	44	1	1	1	1
Customer Service Representative	2304	39	1	1	1	1
<b>Total</b>			<b>58</b>	<b>58</b>	<b>58</b>	<b>58</b>

Fire	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 3: Promote and Support Safety and Security within Our Community while providing Quality Services	Average response time to all emergency calls within 6 minutes.	100%	100%	100%	100%
	Confine fire damage near the room of origin.	80%	90%	90%	90%
	Fire inspections for all multi-family, schools and other major target hazards.	*80%	100%	100%	100%
	Investigate and determine fire cause for all fire incidents.	100%	100%	100%	100%
	Community Risk Reduction: fire safety and public education trainings/events.	58	44 Events 8,400 Participants	53 Events 6,082 Participants	48
Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures	Received an average 240 hours of documented training per member.	100%	100%	100%	100%

\*COVID Pandemic Recovery



## Emergency Management

### Accomplishment of FY2024

- **Community Outreach and Public Education (Strategic Goal #3 and #6)**

Attended 12 City and community events. 2,911 people reached over 65 hours of staff engagement.

Conducted 24 public education classes:

- Eight fire preparedness and prevention classes, 4,276 people reached.
- Six emergency preparedness classes, 174 people reached.
- Five Stop the Bleed classes, 159 people trained.
- Five CPR classes, 37 people trained. “

Social Media Statistics:

- Facebook: Engagement- increased 4%. Profile Visits- increased 49%. Audience Impressions- increased 217%.
- Twitter: Engagement- increased 72%. (Profile Visits and Audience Impressions data no longer available)

- **Community Health (Strategic Goal #3)**

Residence Assistance/Wellness Checks- 34 residences visited, 69 residents assisted.

Homeless intervention initiative/program- 30 contacts made, totaling 170 hours of engagement.

Two city ordinances created to assist in addressing the homeless population in the community.

- Abandoned Shopping Cart Ordinance. The first two stores having carts found abandoned have been informed of the ordinance.
- Tree Bole Ordinance. Contacted the first 10 properties and 9 are currently in compliance.

- **Community Engagement (Strategic Goal #3)**

Completed 18 community engagement projects with American Legion Post 655, BISD, Haltom City Public Library, Serving our Seniors, Tarrant County Sheriff's Department, and Waste Connections. 677 people reached over 40 hours of staff engagement.

Conducted seven health education classes, 141 people trained.

Wellness Initiative:

- Coordinated with Tarrant County Health to provide seven health education classes, 28 people trained.
- Coordinated with Moncrief Cancer Society on 2 cancer screening events, serving 19 uninsured/underinsured people.
- Installed two HVAC window units and six smoke detectors.

- **Continuing Education/Professional Development (Strategic Goal #4)**

**Bryce-** presented at two professional conferences; DFW Active Shooter Summit, 488 people attended, and the TDEM Annual Conference, 75 people attended.

Attended 16 professional development courses, seminars, and conferences, totaling 211 hours.

**Jayson-** attended 26 professional development courses, seminars, and conferences, and completed all required TCOLE and EMS CE's, totaling 237 hours.

**Rebecca-** attended 23 professional development courses, seminars, and conferences, totaling 141 hours.

**Tim-** completed all required EMS and Fire Prevention CE's, totaling 104 hours.

- **Employee Preparedness (Strategic Goal #3)**

Taught three classes to city employees, 77 employees trained.

Increased National Incident Management System compliance by 23%.

- **Volunteer Programs (Strategic Goal #3)**

Held two Community Emergency Response Team (CERT) Basic Training Courses- 40 hours, 22 attendees.

Coordinated the CERT program which accounted for 33 meetings, trainings, special events, and emergency callouts, totaling 595 volunteer hours.

## Objectives for FY2025

- Community Outreach and Public Education (Strategic Goal #3 and #6)**

Attend 15 City and community events.

Increase social media outreach by 25%.

Develop and conduct one tabletop exercise with city staff and one full-scale exercise with FD and PD.

Conduct 25 public education classes- active shooter, Stop the Bleed, and CPR.

- Community Health (Strategic Goal #3)**

Maintain current status of Residence Assistance/Wellness Check program.

Increase outreach of community health programs by 10%.

Maintain current status of homeless intervention initiative/program and gauge effectiveness at year end.

Increase property compliance of Tree Bole Ordinance by 50%.

Complete notification to effected stores on the Abandoned Shopping Cart Ordinance and continue to monitor compliance and gauge effectiveness at year end.

- Community Engagement (Strategic Goal #3)**

Complete 20 community engagement projects.

Conduct 15 health education classes and coordinate with FD to assist with the smoke detector program and HVAC unit installation.

- Continuing Education/Professional Development (Strategic Goal #4)**

**Bryce-** attend two professional development seminars and conferences and four continuing educations classes.

**Jayson-** attend two professional development seminars and conferences, complete three Crime Prevention Courses, and complete all required TCOLE and EMS CEs.

**Rebecca-** attend two professional development seminars and conferences and four continuing educations classes.

**Tim-** completed all required EMS and Fire Prevention CEs.

- Employee Preparedness (Strategic Goal #3)**

Increase employee training by 30%- active shooter, AED, CPR, and Stop the Bleed.

Increase citywide National Incident Management System compliance to 90%.

- Volunteer Programs (Strategic Goal #3)**

Conduct one Community Emergency Response Team (CERT) Basic Trainings.

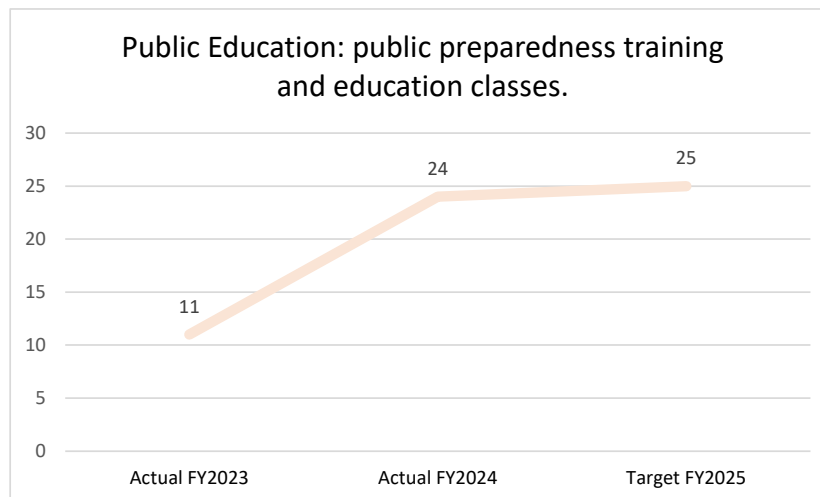
Develop and implement a CERT radio operability program.

Increase the CERT program event attendance and total volunteer hours by 10% each.

EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$409,710	\$542,386	\$542,386	\$584,430
Operations	29,153	31,784	39,847	36,967
<b>Total</b>	<b>\$438,863</b>	<b>\$574,170</b>	<b>\$582,233</b>	<b>\$621,397</b>

STAFFING	Class	Range	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Director of Emergency Preparedness and Outreach	3201	79	0	1	1	1
Community Healthcare Specialist	3202	76	0	1	1	1
Emergency Management Analyst	3203	55	0	1	1	1
Fire Inspector	3409	51	0	1	1	1
<b>Total</b>			<b>0</b>	<b>4</b>	<b>4</b>	<b>4</b>

Emergency Management	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025	
Goal 3: Promote and Support Safety and Security within Our Community while providing Quality Services.	Community Outreach: city and community event outreach.	N/A	9	12	15	
	Community Outreach: social media engagement. (percentage increase)	N/A	15%	86%	25%	
	Public Education: public preparedness training and education classes.	N/A	11	24	25	
	Community Health: residence assistance and wellness checks on the vulnerable population. (residences visited/residents assisted)	N/A	79/144	*34/70	40/76	*assistance no longer needed.
	Community Health: homeless intervention initiative and assistance outreach on our homeless population. (contacts made/engagement hours)	N/A	N/A	30/170	30/170	
	Community Engagement: community service and safety projects with community partners.	N/A	17	18	20	
	Community Engagement: health education classes with public health partners.	N/A	16	*7	15	*class availability limited.
	Employee Preparedness: preparedness training and education classes. (classes taught, people trained)	N/A	9/62	3/77	9/125	
	Employee Preparedness: National Incident Management System compliance. (completion percentage)	N/A	43%	66%	90%	
	Volunteer Programs: Community Emergency Response Team training and community engagement. (events attended, total hours)	N/A	27/658	33/595	36/650	
Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures.	Complete all CEs as required and attend one professional development course and complete at least 100 hours of training per year.	100%	100%	100%	100%	



## MUNICIPAL COURT

### Mission Statement

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

### Accomplishment of FY2024

- The newest clerk has been trained on all positions excluding the warrant clerk, due to special requirements for that position.
- The clerks now have specific, unique log-in's.
- The Court Department has continued to provide quality customer service.

### Objectives for FY2025

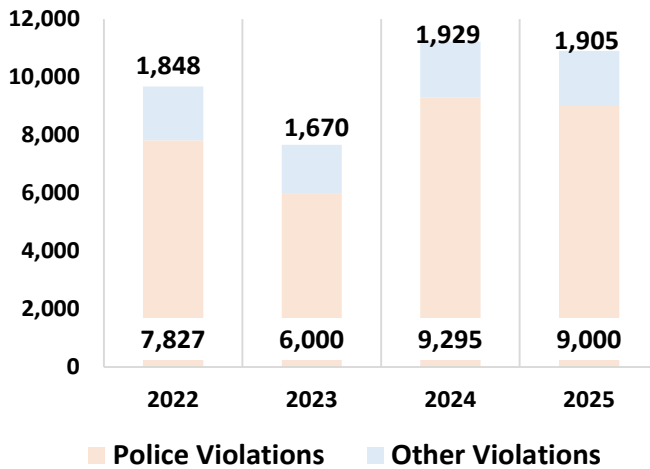
- Ensure a seamless transition to the new City Hall, both in terms of the experience of the defendants, as well as the logistics of the new hardware in the Council room.
- Crosstrain our newest clerk with all the different positions.
- Add phone payments with Incode to provide defendants the option to pay via phone.
- Add deferred and driving safety class options to the webpage, expanding defendants options.
- Continue to provide quality customer services to all defendants.

EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$464,448	\$516,957	\$606,646	\$543,165
Operations	55,578	51,700	52,100	55,400
<b>Total</b>	<b>\$520,027</b>	<b>\$568,657</b>	<b>\$658,746</b>	<b>\$598,565</b>

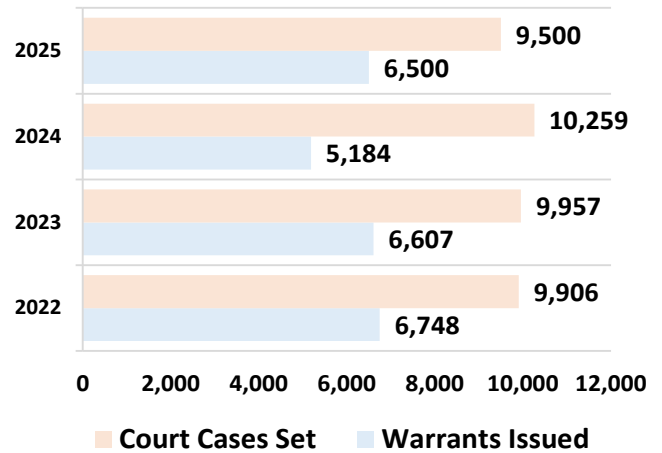
STAFFING	Class	Range	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Court Clerk/Court Supervisor	2503	52	1	1	1	1
Deputy Court Clerk/Warrant Clerk	2505	42	1	1	1	1
Deputy Court Clerk	2506	38	2	2	2	2
Deputy Court Clerk/Juvenile Case Manager	2507	38	1	1	1	1
Marshal	2508	57	1	1	0	0
<b>Total</b>			<b>6</b>	<b>6</b>	<b>5</b>	<b>5</b>

Municipal Court	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures	Number of Police Department violations filed	7827	6000	9295	9000
	Number of Municipal Court violations filed	1,640	1,500	1,724	1,750
	Number of Animal Control ordinance violations filed	43	40	110	50
	Number of Code Enforcement violations filed	164	120	94	100
	Number of Fire Department violations filed	1	10	1	5
	<b>Total Number of violations filed</b>	<b>9,675</b>	<b>7,670</b>	<b>11,224</b>	<b>10,905</b>
	Number of warrants issued	6,748	6,607	5,184	6,500
	Number of court cases set	9,906	9,957	10,259	9,500
	Clearance rate for warrants	72%	75%	89%	75%
	Cases closed within 90 days	14%	15%	10%	20%
	Clearance rate for cases	90%	81%	81%	85%

Number of Violations Filed



Warrants and Court Cases



## STREET AND DRAINAGE

### Mission Statement

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

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

### Accomplishment of FY2024

- Marlene Street - removed and replaced 2 drive approaches, water valley crossing Loch Lomond, 395 linear feet of curb and gutter in the 5700 block.
- Removed and replaced 4 drive approaches, 375 feet of curb and gutter in the 5700 block of Starling Circle.
- Removed and replaced 2,218 square feet of sidewalk in the 3900 block of Larkspur.
- Replaced another 1,424 square feet of sidewalk in various parts of the city, and 4 ADA ramps for safe passage of pedestrian traffic
- Replaced 43 regulatory Signs.
- Made 96 repairs to the City's traffic signals.
- Swept 1,748 curb miles of streets.
- Full pavement marking replacement of Haltom Road from Belknap Street to Texas 121.

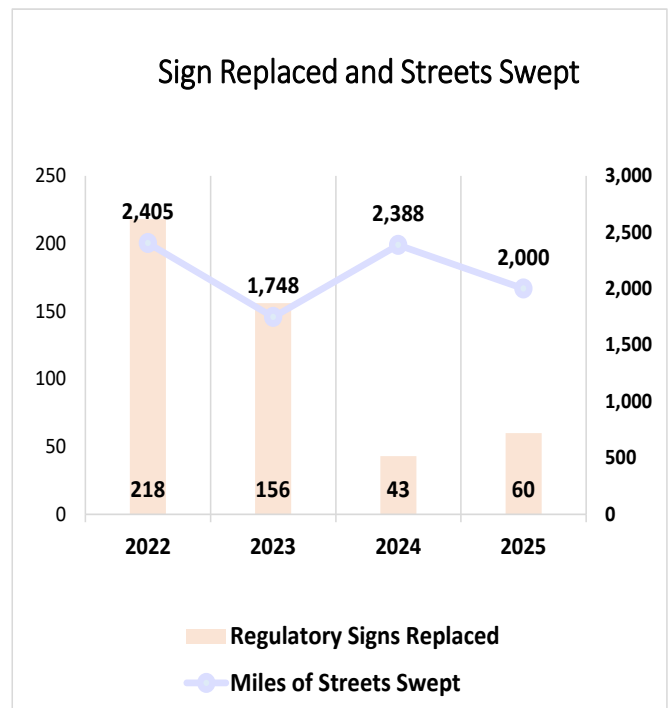
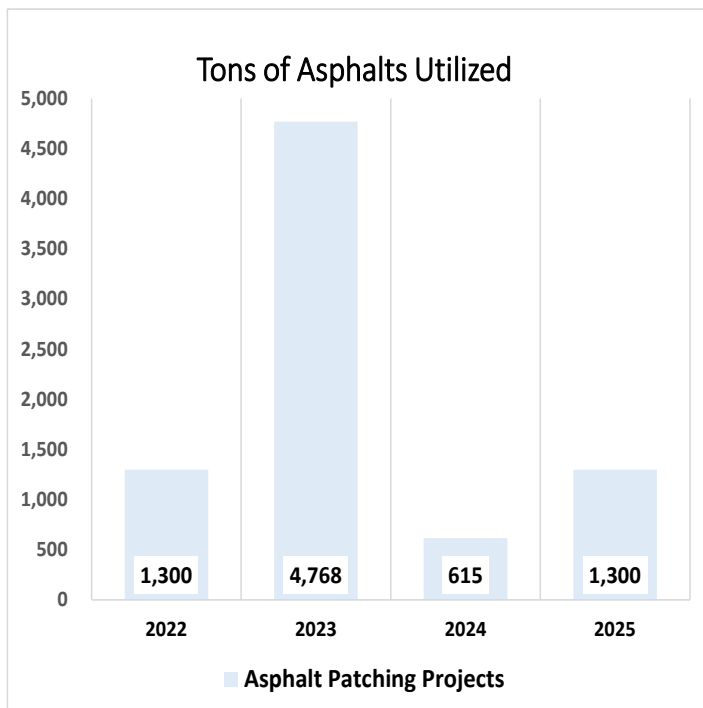
### Objectives for FY2025

- Replacement of 3700 square feet of asphalt street in the 5700 block of Marlene.
- Reeves Street - Replacement of 1500 linear feet of curb and gutter, plus removal and replacement of 9 drive approaches, then replacing 6 inches of asphalt.
- Crack Seal 4+ lane miles of city streets.
- Mill and overlay 0.5 miles of city residential streets.
- Remove and replace full depth asphalt for 0.25 miles of city streets.
- Replace 1000 square feet of sidewalk throughout the city for safer passage for pedestrians.
- Upgrade the traffic signals backup system at the intersection of Browning Drive and Dunson Drive.
- Redesign the intersection of Haltom Road and Glenview Drive to incorporate ADA Ramps and crosswalks.
- Add a School Flasher for Elementary School students crossing near Gene Lane and Jerri Street.
- Upgrade the Stanley Keller and Haltom Rd. Signal Cabinet Battery Backup system

EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$620,035	\$988,526	\$988,526	\$1,047,585
Operations	515,664	606,854	666,562	710,700
Capital	622,111	102,670	102,670	370,000
<b>Total</b>	<b>\$1,757,809</b>	<b>\$1,698,050</b>	<b>\$1,757,758</b>	<b>\$2,128,285</b>

STAFFING	Class	Range	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Street Maintenance Supervisor	2901	63	0.5	0.5	0.5	0.5
Public Works Crewleader	2905	49	2	2	2	2
Senior Equipment Operator	2906	44	2	2	2	2
Sign Specialist	2909	44	1	1	1	1
Equipment Operator	2910	41	3	3	3	3
Public Works Maintenance Worker	2911	37	3	3	3	3
Sign Technician	2913	41	1	1	1	1
<b>Total</b>			<b>12.5</b>	<b>12.5</b>	<b>12.5</b>	<b>12.5</b>

Street & Drainage	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 6: Address Critical Facility & Infrastructure Needs	Tons of asphalt utilized in patching projects	1300	4768	615	1300
	Tons of cold mix used in pothole patching	14	11	6	10
	Traffic signal repair work orders completed	431	265	90	100
	Regulatory Signs replaced	218	156	43	60
	Miles of lane crack-sealed	0.5	0.25	0.1	0.25
	Miles of lane over-layed with asphalt	0	0	0	1
	Miles of lane replaced at full-depth with asphalt	0	1	0	0
	Miles of streets swept	2,405	1,748	2,388	2,000
	Feet of concrete curb replaced	367	1468	1781	2500





## PARKS AND RECREATION

### Mission Statement

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

### Accomplishment of FY2024

#### Parks Maintenance

- Cleaned up landscape on corners at 121 & Haltom Road.
- Remodeled restroom at Haltom Road Park.
- Replaced lighting at the Veterans Memorial.
- Cleared Rec Center courtyard, had concrete areas poured to prep for landscape improvements.
- Replaced damaged fence at Revere Park (due to storm).
- Removed carpet and install new wall covering, paint, replace flooring at Rec Center (damaged due to Fire – saved the City thousands of dollars).
- Rebuilt damaged irrigation system at Fire Station 3.
- Completed sidewalk repairs and some replacements at Broadway Park around ballfields.
- Broke ground on North Park project.
- Bid out interpretive sign/trail marking master plan for Buffalo Ridge Park (approved in FY23 budget).
- Sodded medians at Library for safety (kept getting washed out and creating trip hazards).
- Filled Irrigation Specialist position (was vacant for several years).

#### Recreation Division

- Rental reservations were maxed out for most months except for December (holidays).
- Adult basketball league has been successful, expanded league up to 10 teams each season, and we held two seasons of adult volleyball maxing out with 8 teams as well.
- We had a successful spring soccer season with 296 kids registered (increased from last year), fall soccer season 267 kids registered.
- Increased daily attendance on Wednesdays (slow day) from January to June 2024.
- Filled one part-time vacancy.

#### Senior Center

- Had 473 active participants involved in classes, activities, and programs.
- Welcomed 127 new community partners and sponsors who provided meals, activities, programs, and assisted with special events.
- Hosted a Medicare Open Enrollment Information event.
- Hosted a spring and fall Health & Information Fair with 20 different community partners each time.
- Tarrant Area Food Bank Senior Share Box program distributed boxes each month to 60 senior friends.

## PARKS AND RECREATION

- welcomed Tarrant Area Food Bank, Tarrant County Public Health, Tarrant County Area on Aging, and Guardianship Services on the 1st Wednesday monthly for information, education, and resources.
- Partnered with UNT Health Science Center for quarterly workshops on senior health-related topics.
- Partnered with Texas A&M Agrilife for spring and fall senior-related “Be Well Live Well” 6-week class series.
- Partnered with Sixty & Better for Chronic Disease Self-Management 8-week class series.
- Northeast Senior’s Jamboree celebrated 15th year at Texas Star Park in Euless in October.
- Carter Blood Care hosted 4 blood drives at the senior center.
- Northeast Arts Council Art on Wheels continues to be successful

### Objectives for FY2024

#### Parks

- Build drain from playground to vault at Broadway Park.
- Rebuild landscape on corners at 121 & Haltom Road and the medians on Belknap & NE 28th St.
- Expand irrigation at Broadway Park and soccer fields.
- Complete landscape plan for Rec Center courtyard.
- Install additional retaining walls at Broadway Park.
- Complete interpretive sign/trail marking master plan for Buffalo Ridge Park (approved in FY23 budget).
- Remove Sandy Oaks restroom.
- Install solar lighting at Buffalo Ridge and Broadway parks.
- Add landscaping to Veterans Memorial.
- Clean and organize Tree Farm to assist with proper runoff through property.
- Rebuild bridges at North Park.
- Complete lobby renovation at Rec Center (replacing carpeted walls).
- Continue implementing park improvements as outlined in Master Plan.

#### Recreation

- Fill remaining vacant positions.
- Obtain access to other facilities to grow our sports programs (futsal, flag football).
- Adjust date for Carfest (to avoid rainouts) and officially add Halloween event back on Halloween (add other departments, vendors and more games to make it even better).
- Collaborate with the library on programs (winter wonderland and films in the field).

#### Senior Center

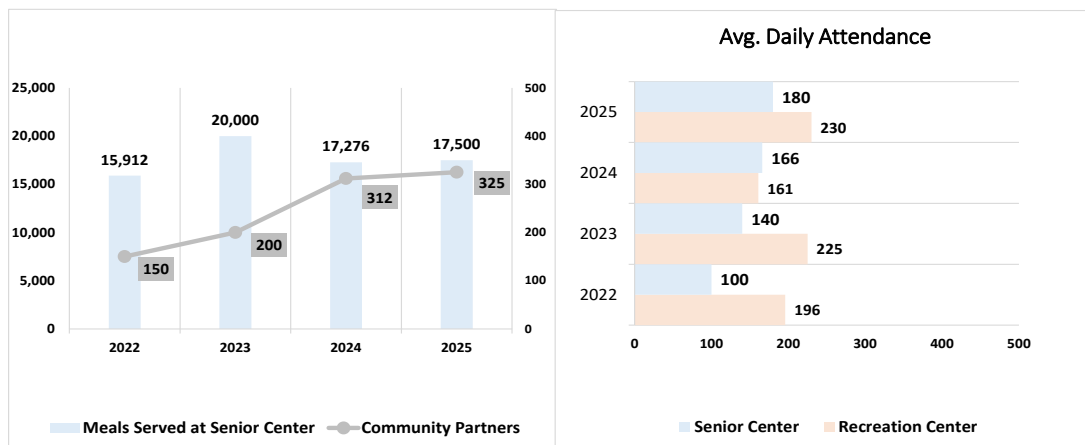
- Replace flooring in the dining room.
- Add large dishwashing sink in pantry area.
- Continue to develop sustainable meal program.
- Increase operating hours to better serve our senior community.
- Add staff to better manage growing Center and programs (Full-time).
- Add signage to outside of the building.
- Secure Tuesday - Friday monthly meal sponsors.
- Schedule various games tournaments with other City senior center.
- Expand the Center’s community outreach to other organizations.

## PARKS AND RECREATION

EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$1,560,833	\$2,012,202	\$2,012,202	\$2,108,244
Operations	461,415	523,294	602,494	545,393
Capital	87,495	94,500	94,500	60,000
<b>Total</b>	<b>\$2,109,742</b>	<b>\$2,629,996</b>	<b>\$2,709,196</b>	<b>\$2,713,637</b>

STAFFING	Class	Range	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Director of Parks & Recreation	1601	79	1	1	1	1
Senior Center Supervisor	1603	58	1	1	1	1
Park Supervisor	1708	58	1	1	1	1
Recreation Supervisor	1602	58	1	1	1	1
Athletic Coordinator	1606	49	1	1	1	1
Parks Crewleader	1701	49	2	2	2	2
Senior Recreation Assistant	1604	42	1	1	1	1
Irrigation Specialist	1703	42	1	1	1	1
Senior Landscaper	1704	42	1	1	1	1
Field Operations Technician	1705	42	1	1	1	1
Recreation Assistant	1605	37	2	2	2	2
Park Maintenance Worker	1706	37	9	9	9	9
Irrigation Technician	1707	37	1	1	1	1
<b>Total</b>			<b>23</b>	<b>23</b>	<b>23</b>	<b>23</b>

Parks and Recreation	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 5: Build and Maintain Partnerships with Non-Profit Sector to Advance the Revitalization and Beautification of the City	Number of landscape facilities maintained	19	21	21	22
	Number of landscape irrigation systems maintained	112	113	113	114
	Park acreage maintained	240	240	240	240
	Landscape acreage maintained	165	170	170	172
	Number of athletic fields maintained	17	18	18	18
	Total number of playground equipment maintained	60	62	62	66
	Total number of City parks maintained	12	12	12	12
Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures	Average Recreation Center Daily Attendance	196	225	219	230
	Total Sports Participants	1,302	1,400	1,693	1,800
Goal 3: Promote and Support Safety and Security within our Community while Providing Quality Services	Total number of meals served at Senior Center	17,640	20,000	17,276	17,500
	Total number of community sponsors/partners	150	200	312	325
	Average Daily Attendance at Senior Center	100	140	166	180



## LIBRARY

### Mission Statement

The Haltom City Public Library strives to be a vital resource by stimulating imaginations, promoting lifelong learning, and providing free access to information to all members of the diverse community.

### Accomplishment of FY2024

- The audiovisual equipment was updated in the meeting room, storytime room, board room, and the PA system for the entire library.
- Awarded TMLDA's Achievement in Library Excellence for the 17th consecutive year.
- 130 costumes were given out at the annual Costume Swap on October 7, 2023. Costumes were donated by the members of the community.
- A grant from STARNET allowed the Library to provide over 1,000 solar eclipse viewing were given out at Going Dark in the Park on October 14, 2023, at Haltom Road Park and the Eclipse Viewing on April 8, 2024. The grant also provided sunoculars, a solar telescope, and a sun spotter for participants to use.
- Expanded Library of Things collection by developing new kits through donations, purchasing new kits, and through a shared TSLAC grant. The grant-funded LOT (Library of Things) collection was launch in January. \$25,000 was allocated to purchase floating collections to be shared between the 11 MetroShare libraries.
- A floating collection of Spanish-language Playaways (all-in-one audiobook with player) was purchased with the shared TSLAC grant.
- Partnered with AARP to offer free tax assistance to the community.
- Partnered with Goodwill Industries to provide weekly ESL classes.
- Partnered with the Haltom City Garden Club to host the annual plant swap.
- Partnered with Tarrant County Public Health to offer health classes and COVID vaccine clinics.
- Partnered with Parks and Recreation to offer Puddles and Pages, a storytime at the splashpad, during the summer day camp.
- Began partnership with Life Care Center to offer a monthly program to their residents.
- Served as a cooling station for residents.
- Summer Reading Club, sponsored by the Friends of the Haltom City Public Library, had 840 people register for the reading challenge and 3,783 patrons attended 83 programs for all age groups.
- Worked with the Library Board to complete updating the Library Policy Manual.
- Developed Customer Service Standards for library service.
- New seating and display furniture was purchased for the Children's area.
- The Library was a community partner for National Voter Registration Day.

## LIBRARY

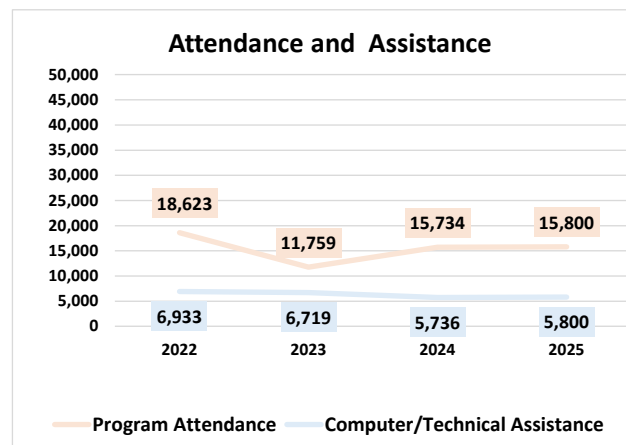
### Objectives for FY2024

- Purchase new seating for the public area of the library.
- Begin 1,000 Books Before Kindergarten program using current technology subscriptions to encourage early literacy.
- Develop an library employee handbook to ensure all employees are properly trained on the City's relationship driven culture and the Library's customer service standards.

EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$928,182	\$1,042,357	\$1,042,357	\$1,107,047
Operations	164,565	194,736	199,736	206,475
<b>Total</b>	<b>\$1,092,748</b>	<b>\$1,237,093</b>	<b>\$1,242,093</b>	<b>\$1,313,522</b>

STAFFING	Class	Range	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Director of Library Services	1501	79	1	1	1	1
Senior Librarian	1503	59	3	3	3	3
Librarian	1504	55	2	2	2	2
Administrative Secretary	2003	42	1	1	1	1
Circulation Supervisor	1505	48	1	1	1	1
Library Clerk	1506	36	2	2	2	2
<b>Total</b>			<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>

Library	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures	Library visitors	124,849	124,837	118,889	120,000
	Number of materials circulated	118,345	161,197	164,869	170,000
	Total program attendance	18,623	11,759	15,734	15,800
	Total number of reference/research contacts	7,312	7,067	6,182	6,500
	Total number of computer/technical assistance	6,933	6,719	5,736	5,800
	Online usage	1,154	1,006	1,007	1,050
	Total number of homebound visits	188	158	166	170
	Examinations proctored	34	21	31	30



## Economic Development

Haltom City's Economic Development Department exists to enhance community development within the city. This includes encouraging people and businesses to relocate to Haltom City. This department's is managed by the City manager's office. The Economic Development Corporation offers a range of resources for prospective businesses seeking to establish themselves in Haltom City. These include the Haltom City Tax Abatement, the Economic Development Assistance Grant, and the Property Enhancement Incentive Policy. Additionally, businesses can benefit from Foreign Trade Zones, the State of Texas Enterprise Zone Agreement, and the Triple Freeport Exemption. The city also provides support through Tax Increment Finance Districts, making it an attractive destination for new enterprises.

EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	-	-	-	-
Operations	\$175,422	\$2,227,344	\$2,078,134	\$1,129,895
<b>Total</b>	<b>\$175,422</b>	<b>\$2,227,344</b>	<b>\$2,078,134</b>	<b>\$1,129,895</b>

## NON DEPARTMENTAL

### Purpose

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

EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	\$200,192	\$347,651	\$438,021	\$280,963
Operations	\$3,344,491	\$2,417,131	\$2,636,859	\$3,169,181
<b>Total</b>	<b>\$3,544,682</b>	<b>\$2,764,782</b>	<b>\$3,074,880</b>	<b>\$3,450,144</b>

# Debt Service Fund

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

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

- Debt Service Fund Description
- Debt Service Fund Budget Summary
- FY2025 Debt Service Schedule
- Total Debt - By Type - Principal And Interest
- Total Debt - By Fund - Principal And Interest

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## DEBT SERVICE FUND DESCRIPTION

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

The issuance of debt finances the City's purchase of land, buildings, building improvements, street reconstruction, parks, and capital equipment. Other types of capital projects supporting the Water and Sewer fund or the Drainage fund, such as sewer system rehabilitation and drainage facilities, can also be financed by the issuance of debt but is serviced through the enterprise funds. Current projects are described in the Capital Funds Section of the budget.

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

### Debt Management

The City issues debt only for the purpose of acquiring or constructing capital assets for the general benefit of its citizens. Capital assets must have a value of at least \$5,000 and a useful life of at least two years by policy. In practice, the majority of assets financed through debt are structured to align their useful life with the entire repayment period, with few exceptions, but never less than three years. Debt may be issued for land acquisition, right-of-way purchase, improvements to land, construction projects, and purchase of capital equipment.

The ordinances authorizing the issuance of the Combination Tax and Revenue Refunding Bonds and the Public Property Finance Contractual Obligations require that the City's ad valorem tax revenues and charges for services be enough to generate revenues sufficient to provide for the payment of the debt service requirements of the bonds issued.

While City policy does not prohibit the issuance of variable rate debt, the City has no variable rate debt and no plans to issue variable rate debt in the near future.

## Legal Debt Limit for General Obligation Debt

All taxable properties within the City is subject to the annual assessment, levy, and collection of ad valorem tax sufficient to provide for the principal and interest principal on City issued General Obligation Bonds. Article XI, Section 5, of the Texas Constitution is applicable to the City, limiting the maximum ad valorem tax rate to \$2.50 per \$100 of assessed property valuation (for all City purposes). Self-supporting debt that will be repaid by revenues generated through the ongoing activities in the enterprise funds or other non-governmental funds are not subject to the same legal debt limit. Limits for self-supporting debt are instead set by the ability of the issuing entity's city charter, profit and loss considerations, or other governing body constraints.

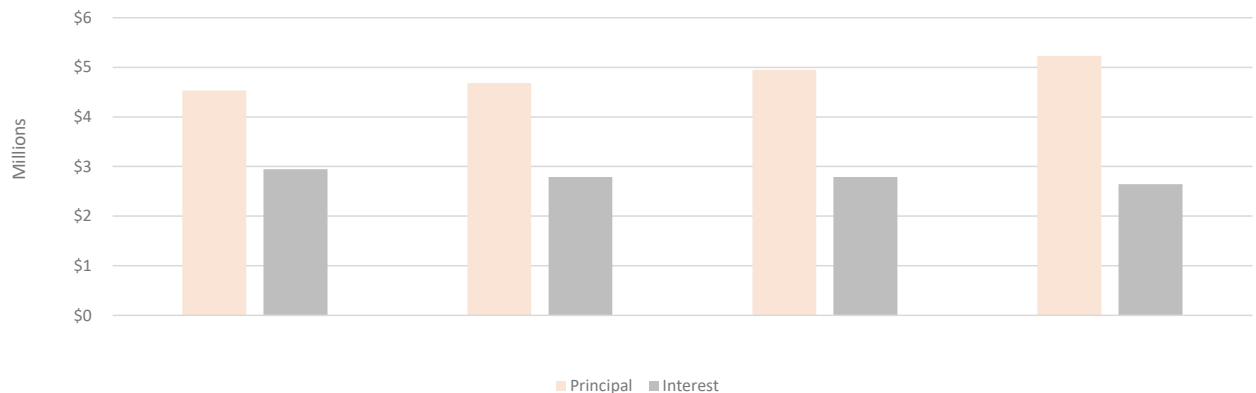
The City limits the total annual tax-supported debt service to no more than 25% of total spending. The property tax supported debt is the equivalent to 17% of total expenditures. The adopted debt service budget of \$8,673,294 includes \$7,903,999 of debt supported by property taxes, \$769,295 is supported by the Water & Sewer revenues. For FY2025, the debt services portion of the tax rate is at \$0.194624.

The chart below displays the relationship of the City's adopted total tax rate of \$0.580727 in relation to the legal limit of \$2.50. The City's current tax rate is 23.2% of the legal limit.

### DEBT SERVICE FUND BUDGET SUMMARY

FUND 05	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Fund Balance, Beginning</b>	289,264	2,301,242	2,301,242	1,921,729
<b><u>Revenues</u></b>				
Property Tax Revenue	7,753,182	7,151,428	7,279,461	6,866,380
Interest Income	1,737,381	213,588	100,000	120,000
Transfer from General Fund	-	-	-	-
Transfer from Economic Dev. Fund	-	-	-	-
Transfer from Oil and Gas	-	-	-	-
Proceeds from Bond Issuance	-	-	-	-
Premiums on Bond Issuance	-	-	-	-
<b>Total Revenues</b>	<b>9,490,563</b>	<b>7,365,016</b>	<b>7,379,461</b>	<b>6,986,380</b>
<b>Funds Available</b>	<b>9,779,826</b>	<b>9,666,258</b>	<b>9,680,703</b>	<b>8,908,109</b>
<b><u>Expenditures</u></b>				
Principal	4,530,000	4,685,000	4,945,000	5,232,724
Interest	2,945,484	2,786,984	2,789,974	2,647,275
Paying Agent Fees	3,100	17,000	24,000	24,000
Bond Issuance Cost	-	-	-	-
Refunded Escrow Bond Payments	-	-	-	-
Transfer to Water & Sewer Fund	-	-	-	-
<b>Total Expenditures</b>	<b>7,478,584</b>	<b>7,488,984</b>	<b>7,758,974</b>	<b>7,903,999</b>
<b>Fund Balance, Ending</b>	<b>2,301,242</b>	<b>2,177,273</b>	<b>1,921,729</b>	<b>1,004,110</b>

Debt Service Fund Expenditures



## Summary by type 1

Certificates of Obligation (Revenue)			
Total Debt Service			
Dates	Principal	Interest	Total
09/30/25	1,675,000	683,380	2,358,380
09/30/26	1,740,000	614,493	2,354,493
09/30/27	1,665,000	549,070	2,014,070
09/30/28	1,145,000	497,825	1,642,825
09/30/29	1,190,000	452,650	1,642,650
09/30/30	1,240,000	408,350	1,648,350
09/30/31	1,280,000	367,925	1,647,925
09/30/32	1,320,000	328,850	1,648,850
09/30/33	765,000	297,200	1,062,200
09/30/34	600,000	273,075	1,073,075
09/30/35	830,000	247,700	1,077,700
09/30/36	800,000	273,800	1,073,800
09/30/37	885,000	201,600	1,086,600
09/30/38	920,000	178,500	1,098,500
09/30/39	950,000	154,400	1,104,400
09/30/40	975,000	98,150	1,073,150
09/30/41	665,000	40,900	705,900
09/30/42	690,000	13,800	703,800
09/30/43	—	—	—
09/30/44	—	—	—
09/30/45	—	—	—
09/30/46	—	—	—
09/30/47	—	—	—
Total	19,395,000	5,631,668	25,026,668

## Summary by type 2

General Obligation Total Debt Service			
Dates	Principal	Interest	Total
09/30/25	4,120,000	2,170,914	6,290,914
09/30/26	4,080,000	2,028,196	6,108,196
09/30/27	3,785,000	1,888,445	5,673,445
09/30/28	3,975,000	1,738,227	5,713,227
09/30/29	3,340,000	1,572,535	4,912,535
09/30/30	3,305,000	1,436,564	4,741,564
09/30/31	3,185,000	1,314,888	4,499,888
09/30/32	3,280,000	1,208,338	4,488,338
09/30/33	3,590,000	1,113,363	4,703,363
09/30/34	2,390,000	1,022,663	3,412,663
09/30/35	2,095,000	942,813	3,037,813
09/30/36	2,160,000	876,313	3,036,313
09/30/37	2,225,000	812,363	3,037,363
09/30/38	2,290,000	746,313	3,036,313
09/30/39	2,165,000	674,875	2,839,875
09/30/40	2,440,000	597,825	3,037,825
09/30/41	2,515,000	521,513	3,036,513
09/30/42	2,590,000	445,125	3,035,125
09/30/43	2,670,000	365,337	3,035,337
09/30/44	2,750,000	282,900	3,032,900
09/30/45	2,840,000	196,738	3,036,738
09/30/46	2,925,000	106,775	3,031,775
09/30/47	1,525,000	30,500	1,555,500
Total	65,480,000	22,093,463	87,573,463

## Debt Schedule by Fund 1

General Fund Total Debt Service			
Dates	Principal	Interest	Total
09/30/25	5,232,724	2,647,277	7,880,001
09/30/26	5,238,809	2,528,017	7,766,826
09/30/27	4,644,894	2,343,508	6,988,402
09/30/28	4,498,707	2,167,329	6,666,036
09/30/29	3,886,521	1,971,286	5,857,807
09/30/30	3,882,606	1,811,625	5,694,231
09/30/31	4,030,920	1,665,668	5,696,588
09/30/32	4,159,233	1,531,439	5,690,672
09/30/33	3,355,000	1,410,563	4,765,563
09/30/34	3,190,000	1,295,738	4,485,738
09/30/35	2,925,000	1,190,513	4,115,513
09/30/36	3,020,000	1,100,113	4,120,113
09/30/37	3,110,000	1,013,963	4,123,963
09/30/38	4,210,000	924,814	4,134,814
09/30/39	3,315,000	829,275	4,144,275
09/30/40	3,415,000	695,975	4,110,975
09/30/41	3,180,000	567,413	3,747,413
09/30/42	3,280,000	458,925	3,738,925
09/30/43	2,670,000	365,331	3,035,331
09/30/44	3,750,000	282,900	3,032,900
09/30/45	2,820,000	196,748	3,016,748
09/30/46	2,925,000	106,725	3,031,725
09/30/47	1,525,000	30,500	1,555,500
<b>Total</b>	<b>80,783,914</b>	<b>27,125,629</b>	<b>107,409,543</b>

## Debt Schedule by Fund 2

Water and Sewer Utility Fund			
Total Debt Service			
Dates	Principal	Interest	Total
09/30/25	562,276	207,017	769,293
09/30/26	581,191	114,672	695,863
09/30/27	605,106	94,007	699,113
09/30/28	621,793	73,734	695,517
09/30/29	643,479	53,899	697,378
09/30/30	662,394	33,289	695,683
09/30/31	434,080	17,145	451,225
09/30/32	440,767	5,749	446,516
09/30/33	—	—	—
09/30/34	—	—	—
09/30/35	—	—	—
09/30/36	—	—	—
09/30/37	—	—	—
09/30/38	—	—	—
09/30/39	—	—	—
09/30/40	—	—	—
09/30/41	—	—	—
09/30/42	—	—	—
09/30/43	—	—	—
09/30/44	—	—	—
09/30/45	—	—	—
09/30/46	—	—	—
09/30/47	—	—	—
Total	4,551,086	599,501	5,150,587

## Total Debt by Type

Issue	Principal	Interest	Total
2022 Combination Tax and Limited Pledge Revenue Certificates of Obligation	8,820,000.00	3,866,975.00	12,686,975.00
2022 General Obligation Bonds	22,850,000.00	12,798,200.00	35,648,200.00
2021A General Obligation Refunding Bonds	4,470,000.00	647,275.00	5,117,275.00
2021B General Obligation Bonds	24,845,000.00	7,380,856.25	32,225,856.25
2021 General Obligation Refunding Bonds	4,615,000.00	367,543.75	4,982,543.75
2020 Combination Tax and Limited Pledge Revenue Certificates of Obligation	4,660,000.00	1,126,300.00	5,786,300.00
2020 General Obligation Refunding Bonds	1,390,000.00	84,051.00	1,474,051.00
2019 General Obligation Bonds	3,215,000.00	557,825.00	3,772,825.00
2018 Combination Tax and Limited Pledge Revenue Certificates of Obligation	4,220,000.00	550,075.00	4,770,075.00
2017 General Obligation and Refunding Bonds	2,515,000.00	203,000.00	2,718,000.00
2014A General Obligation Bonds	525,000.00	31,368.75	556,368.75
2014 General Obligation Refunding Bonds	425,000.00	15,390.00	440,390.00
2013A General Obligation Refunding Bonds	450,000.00	5,152.50	455,152.50
2007 Combination Tax and Limited Pledge Revenue Certificates of Obligation	1,035,000.00	61,717.50	1,096,717.50
2006 Combination Tax and Limited Pledge Revenue Certificates of Obligation	660,000.00	26,600.00	686,600.00
2006 General Obligation Bonds	140,000.00	2,800.00	142,800.00
<b>Total</b>	<b>84,835,000.00</b>	<b>27,725,129.75</b>	<b>112,560,129.75</b>



# Special Revenue Funds

Special Revenue Funds are used to account for revenue sources that are legally restricted to be spent for specific purposes. The funds below are listed in the order in which they appear in the following pages. The Economic Development Fund has been eliminated and the expenses are now being reported within the General Fund since the dissolution of the Economic Development Board in July of 2020.

## SPECIAL REVENUE FUNDS

- Crime Control & Preventive District Fund
- Oil & Gas Fund
- Hotel/Motel Tax Fund
- Court Security Fund
- Court Technology Fund
- Juvenile Case Manager Fund
- Red Light Camera Fund
- Grant Fund
- PEG Fund
- Fire Donation Fund
- Library Donation Fund
- Police Forfeiture Fund
- Park Donation Fund
- Park Dedication Fund
- Safe Pathway Fund
- Animal Shelter Fund
- Police Donation Fund
- Police Cart Fund
- Tirz 1 Fund
- Tirz 2 Fund

## FUNDING SOURCE

- 1/4 Cent Sales Tax
- Permits, Lease Fees And Royalties
- 7% Hotel/Motel Occupancy Tax
- Court Fines
- Court Fines
- Court Fines
- No New Revenue Due To Legislative Changes
- Grants
- Franchise Fees
- Citizens Contribution
- Citizens Contribution
- Sales Of Seized Assets
- Citizens Contribution
- Developer Contribution
- Developer Contribution
- Citizens Contribution
- Citizens Contribution
- Participating Agency Contribution
- Contract Agreements
- Contract Agreements

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## CRIME CONTROL AND PREVENTIVE DISTRICT FUND

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

### Mission Statement

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

### Objectives for FY2024

- Continued to staff the Commercial Vehicle Enforcement Unit, Bicycle Unit, and K-9 unit.
- Continued with community outreach/victim assistance program utilizing the Shared Services Crime Victim Liaison.
- Managed the Shared Services Agreement for Dispatch, Detention Services, and the CAD/RMS systems.
- Added an additional 5 full time School Resource Officer positions to staff BISD elementary schools.
- Added a full time Mental Health Coordinator after grant funding was exhausted. This is a shared resource with the cities of Watauga and Richland Hills.

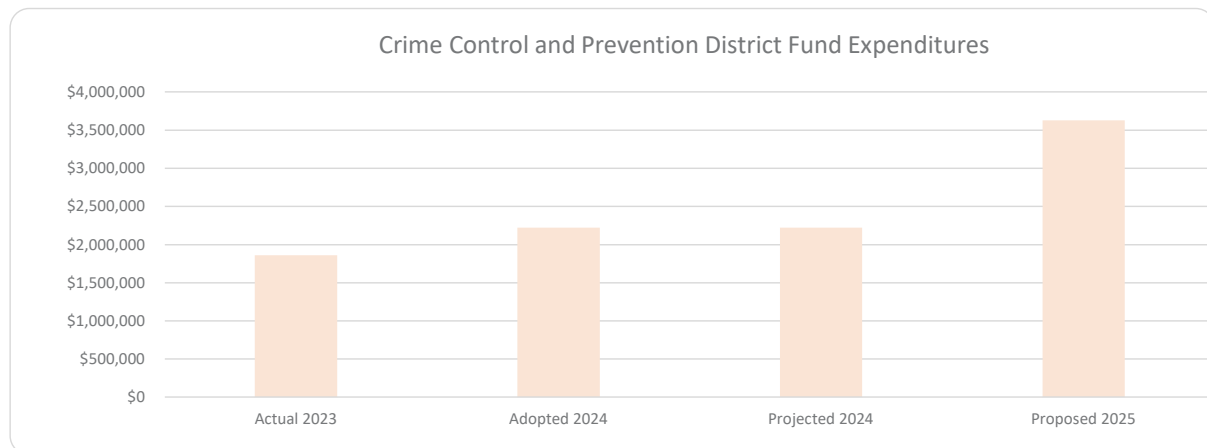
### Accomplishment of FY2023

- Increase efficiency by employing technological improvements throughout the department.
- Continue to partner with the community to make Haltom City a better place to live, work, and visit.
- Partner with Birdville Independent School District to further improve our response to any threats to the school district's staff, students, or structures.
- To continue the process of becoming recognized by the Texas Police Chiefs Association as a department that meets the requirements outlined in their model of best practices.
- To renew the CCPD funding for an additional 10 years through a city election.

## CRIME CONTROL AND PREVENTIVE DISTRICT FUND

The Haltom City Crime Control and Prevention District is funded by a ¼ cent sales tax. The revenue provides the necessary resources to effectively implement crime reduction strategies pertaining to enhanced enforcement, neighborhood crime prevention, partner programs, recruitment and training, and department equipment, technology, and any crime prevention activities. Five new School Resource Officer positions have been approved for FY 2025, and Birdville ISD will reimburse Haltom City for 65% of the total cost.

CRIME CONTROL AND PREVENTION DISTRICT FUND BUDGET SUMMARY				
FUND 12	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Fund Balance, Beginning</b>	2,795,606	3,585,826	3,585,826	4,610,873
<b><u>Revenues</u></b>				
Sales Tax	2,505,652	2,619,781	2,619,781	2,700,000
Reimbursement from BISD	-	492,355	492,355	1,274,952
Interest income	144,300	21,141	135,000	110,000
<b>Total Revenues</b>	<b>2,649,952</b>	<b>3,133,277</b>	<b>3,247,136</b>	<b>4,084,952</b>
<b>Funds Available</b>	<b>5,445,558</b>	<b>6,719,103</b>	<b>6,832,962</b>	<b>8,695,825</b>
<b><u>Expenditures</u></b>				
Police Administration	1,059,729	1,537,139	1,537,139	2,516,367
Non-Departmental	649,332	684,950	684,950	736,981
Capital	150,672	-	-	-
Transfer to Capital Replacement Fund	-	-	-	375,000
<b>Total Expenditures</b>	<b>1,859,733</b>	<b>2,222,089</b>	<b>2,222,089</b>	<b>3,628,348</b>
<b>Fund Balance, Ending</b>	<b>3,585,826</b>	<b>4,497,014</b>	<b>4,610,873</b>	<b>5,067,477</b>



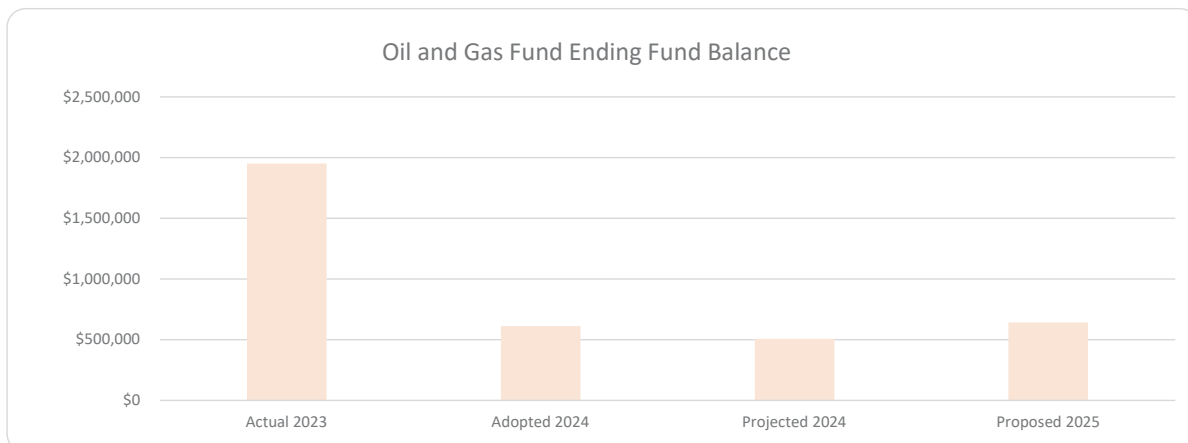
EXPENDITURES	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Personnel	487,252	770,766	770,766	1,636,154
Operations	1,189,776	1,451,323	1,451,323	1,617,194
Capital	150,672	-	-	-
<b>Total</b>	<b>\$ 1,827,700</b>	<b>\$ 2,222,089</b>	<b>\$ 2,222,089</b>	<b>\$ 3,253,348</b>

STAFFING	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Police Officer	5	6	6	11
<b>Total</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>11</b>

## OIL AND GAS FUND

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

OIL AND GAS FUND BUDGET SUMMARY				
FUND 13	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Fund Balance, Beginning</b>	1,641,231	1,951,417	1,951,417	506,417
<b>Revenues</b>				
Oil & Gas Revenue	86,446	150,000	40,000	40,000
Oil & Gas Permits	146,000	100,000	65,000	40,000
Interest Income	77,740	11,533	50,000	55,000
<b>Total Revenues</b>	<b>310,186</b>	<b>261,533</b>	<b>155,000</b>	<b>135,000</b>
<b>Funds Available</b>	<b>1,951,417</b>	<b>2,212,950</b>	<b>2,106,417</b>	<b>641,417</b>
<b>Expenditures</b>				
Transfer to General Fund	-	1,600,000	1,600,000	-
Transfer to Debt Service Fund	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>1,600,000</b>	<b>1,600,000</b>	<b>-</b>
<b>Fund Balance, Ending</b>	<b>1,951,417</b>	<b>612,950</b>	<b>506,417</b>	<b>641,417</b>

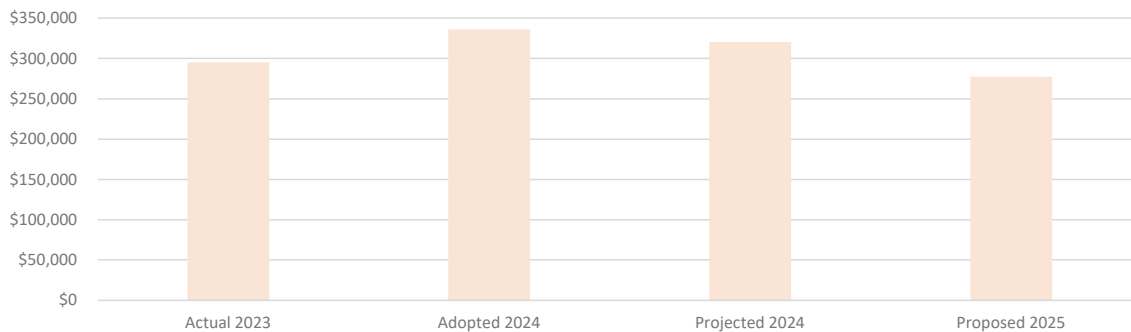


## HOTEL/MOTEL TAX FUND

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

HOTEL/MOTEL TAX FUND BUDGET SUMMARY				
FUND 14	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Fund Balance, Beginning</b>	235,185	295,014	295,014	320,164
<b><u>Revenues</u></b>				
Hotel/Motel Tax Revenue	67,212	60,000	60,000	75,000
Interest Income	11,795	1,788	12,000	9,000
<b>Total Revenues</b>	<b>79,007</b>	<b>61,788</b>	<b>72,000</b>	<b>84,000</b>
<b>Funds Available</b>	<b>314,192</b>	<b>356,802</b>	<b>367,014</b>	<b>404,164</b>
<b><u>Expenditures</u></b>				
Beautification Expenditures	9,444	19,580	15,850	94,675
Special Events - Overtime	-	-	-	-
Non-Departmental	9,734	1,120	31,000	32,000
<b>Total Expenditures</b>	<b>19,178</b>	<b>20,700</b>	<b>46,850</b>	<b>126,675</b>
<b>Fund Balance, Ending</b>	<b>295,014</b>	<b>336,102</b>	<b>320,164</b>	<b>277,489</b>

Hotel/Motel Tax Fund Ending Fund Balance

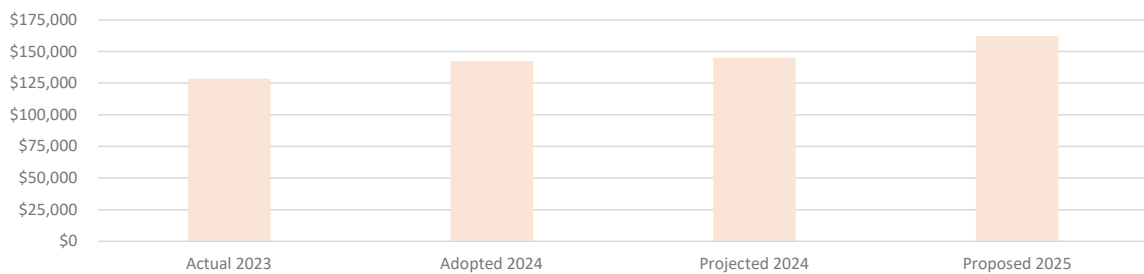


## COURT SECURITY FUND

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

COURT SECURITY FUND BUDGET SUMMARY				
FUND 15	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Fund Balance, Beginning</b>	107,866	128,486	128,486	144,986
<b><u>Revenues</u></b>				
Court Security Fee	1,147	4,000	4,000	2,000
Local Mun Court Bldg Security	29,221	24,000	24,000	28,000
Interest Income	5,252	852	3,500	3,000
<b>Total Revenues</b>	<b>35,620</b>	<b>28,852</b>	<b>31,500</b>	<b>33,000</b>
<b>Funds Available</b>	<b>143,486</b>	<b>157,338</b>	<b>159,986</b>	<b>177,986</b>
<b><u>Expenditures</u></b>				
Operations Expenditures	-	-	-	-
Transfer to General Fund	15,000	15,000	15,000	16,000
<b>Total Expenditures</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>16,000</b>
<b>Fund Balance, Ending</b>	<b>128,486</b>	<b>142,338</b>	<b>144,986</b>	<b>161,986</b>

Court Security Fund Ending Fund Balance



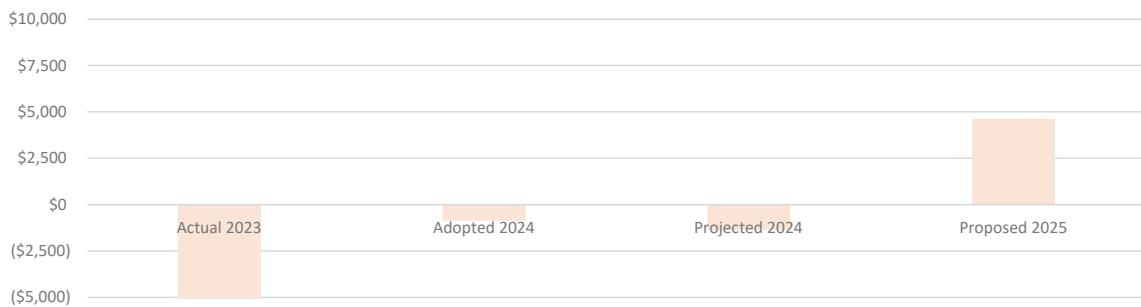
## COURT TECHNOLOGY FUND

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

### COURT TECHNOLOGY FUND BUDGET SUMMARY

<b>FUND 16</b>	<b>Actual FY2023</b>	<b>Adopted FY2024</b>	<b>Projected FY2024</b>	<b>Adopted FY2025</b>
<b>Fund Balance, Beginning</b>	(4,583)	(10,864)	(10,864)	(1,364)
<b><u>Revenues</u></b>				
Court Technology Fee	1,529	2,000	2,000	2,000
Local Mun Court Technology	23,854	22,000	22,000	22,000
Interest Income	-	500	-	-
Transfer from General Fund	8,496	26,000	26,000	26,000
<b>Total Revenues</b>	<b>33,879</b>	<b>50,500</b>	<b>50,000</b>	<b>50,000</b>
<b>Funds Available</b>	<b>29,297</b>	<b>39,636</b>	<b>39,136</b>	<b>48,636</b>
<b><u>Expenditures</u></b>				
Technology Expenditures	40,161	40,500	40,500	44,000
Computer Equipment	-	-	-	-
Transfer to General Fund	-	-	-	-
<b>Total Expenditures</b>	<b>40,161</b>	<b>40,500</b>	<b>40,500</b>	<b>44,000</b>
<b>Fund Balance, Ending</b>	<b>(10,864)</b>	<b>(864)</b>	<b>(1,364)</b>	<b>4,636</b>

Court Technology Fund Ending Fund Balance

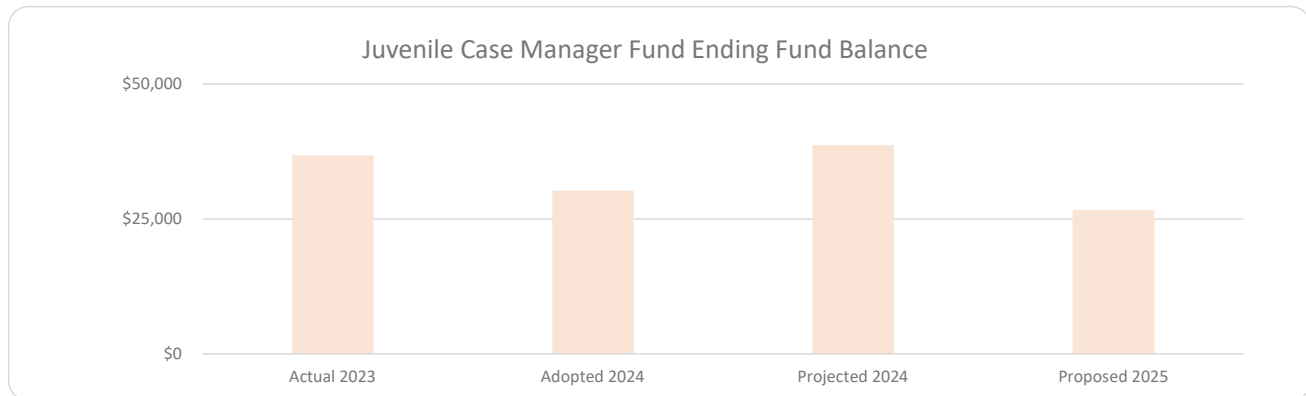




## JUVENILE CASE MANAGER FUND

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

JUVENILE CASE MANAGER FUND BUDGET SUMMARY				
FUND 17	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Fund Balance, Beginning</b>	53,315	36,803	36,803	38,653
<b><u>Revenues</u></b>				
Juvenile Case Manager Fee	5,495	20,000	20,000	5,000
Interest Income	2,143	22	950	1,000
<b>Total Revenues</b>	<b>7,638</b>	<b>20,022</b>	<b>20,950</b>	<b>6,000</b>
<b>Funds Available</b>	<b>60,953</b>	<b>56,825</b>	<b>57,753</b>	<b>44,653</b>
<b><u>Expenditures</u></b>				
Operations Expenditures	150	2,600	3,100	2,000
Transfer to General Fund	24,000	24,000	16,000	16,000
<b>Total Expenditures</b>	<b>24,150</b>	<b>26,600</b>	<b>19,100</b>	<b>18,000</b>
<b>Fund Balance, Ending</b>	<b>36,803</b>	<b>30,225</b>	<b>38,653</b>	<b>26,653</b>



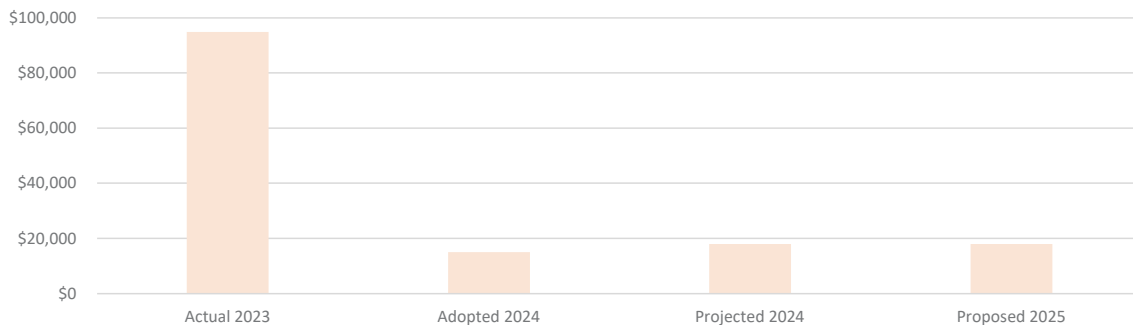
## RED LIGHT CAMERA FUND

This fund accounts for fees collected from defendant convicted of running red lights at intersections that have red light cameras. Due to legislative changes we will no longer receive red light camera revenue from new issued fines (other than late funds received). However, we will continue to use fund balance for expenses.

### RED LIGHT CAMERA FUND BUDGET SUMMARY

FUND 18	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Fund Balance, Beginning</b>	166,820	94,820	94,820	17,990
<b><u>Revenues</u></b>				
Interest Income	5,664	-	3,000	-
<b>Total Revenues</b>	<b>5,664</b>	<b>-</b>	<b>3,000</b>	<b>-</b>
<b>Funds Available</b>	<b>172,484</b>	<b>94,820</b>	<b>97,820</b>	<b>17,990</b>
<b><u>Expenditures</u></b>				
Operations Expenditures	28,024	19,000	19,000	-
Capital Expenditures	49,640	60,830	60,830	-
<b>Total Expenditures</b>	<b>77,664</b>	<b>79,830</b>	<b>79,830</b>	<b>-</b>
<b>Fund Balance, Ending</b>	<b>94,820</b>	<b>14,990</b>	<b>17,990</b>	<b>17,990</b>

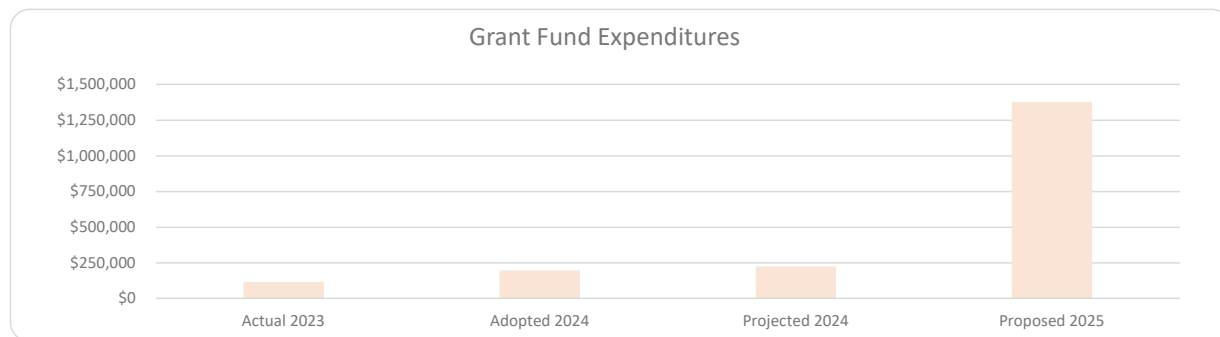
Red Light Camera Fund Ending Fund Balance



## GRANT FUND

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

GRANT FUND BUDGET SUMMARY				
FUND 19	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Fund Balance, Beginning</b>	220,634	221,525	221,525	199,824
<b><u>Revenues</u></b>				
Federal Intergovernmental Revenues	106,106	190,000	190,000	482,110
State Intergovernmental Revenues	2,895	6,000	6,000	882,532
Local Intergovernmental Revenues	-	-	-	-
Interest income	7,518	1,500	6,000	5,500
Transfer from General Fund	-	-	-	-
<b>Total Revenues</b>	<b>116,519</b>	<b>197,500</b>	<b>202,000</b>	<b>1,370,142</b>
<b>Funds Available</b>	<b>337,153</b>	<b>419,025</b>	<b>423,525</b>	<b>1,569,966</b>
<b><u>Expenditures</u></b>				
<b>Police</b>				
Step Speed Grant	15,961	-	26,201	90,000
Bullet Proof Vest Grant	2,625	7,000	7,000	317,110
JAG Grant	87,520	180,000	180,000	80,000
LEOSE Training Grant	2,895	6,000	6,000	8,000
TOBAC Grant	-	-	-	12,500
<b>Library</b>				
Library Books	6,628	4,500	4,500	10,500
<b>Fire</b>				
Equipment	-	-	-	858,532
<b>Total Expenditures</b>	<b>115,628</b>	<b>197,500</b>	<b>223,701</b>	<b>1,376,642</b>
<b>Fund Balance, Ending</b>	<b>221,525</b>	<b>221,525</b>	<b>199,824</b>	<b>193,324</b>



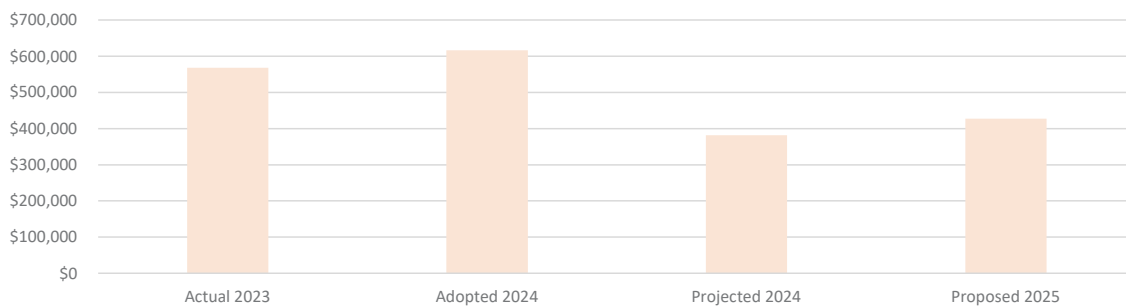
## PEG FUND

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

### PEG FUND BUDGET SUMMARY

FUND 20	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Fund Balance, Beginning</b>	478,770	568,407	568,407	381,407
<b><u>Revenues</u></b>				
Public Education and Government Fee	66,535	50,000	35,000	35,000
Interest Income	23,102	3,163	18,000	16,000
<b>Total Revenues</b>	<b>89,637</b>	<b>53,163</b>	<b>53,000</b>	<b>51,000</b>
<b>Funds Available</b>	<b>568,407</b>	<b>621,570</b>	<b>621,407</b>	<b>432,407</b>
<b><u>Expenditures</u></b>				
Operations Expenditures	-	5,000	125,000	5,000
Capital Expenditure	-	-	115,000	-
<b>Total Expenditures</b>	<b>-</b>	<b>5,000</b>	<b>240,000</b>	<b>5,000</b>
<b>Fund Balance, Ending</b>	<b>568,407</b>	<b>616,570</b>	<b>381,407</b>	<b>427,407</b>

PEG Fund Ending Fund Balance



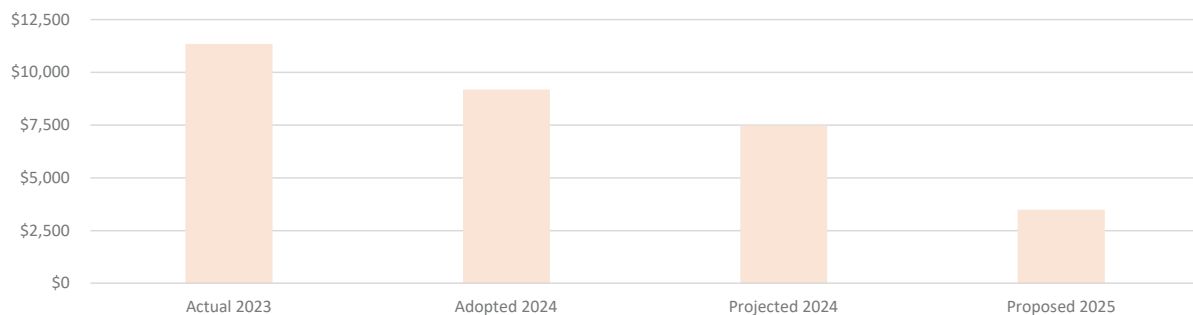
## FIRE DONATION FUND

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

### FIRE DONATION FUND BUDGET SUMMARY

FUND 21	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Fund Balance, Beginning</b>	14,814	11,350	11,350	7,481
<b><u>Revenues</u></b>				
Donations	3,409	6,000	4,000	4,000
Interest Income	584	29	329	200
<b>Total Revenues</b>	<b>3,994</b>	<b>6,029</b>	<b>4,329</b>	<b>4,200</b>
<b>Funds Available</b>	<b>18,807</b>	<b>17,379</b>	<b>15,679</b>	<b>11,681</b>
<b><u>Expenditures</u></b>				
Operations Expenditures	7,457	8,198	8,198	8,198
<b>Total Expenditures</b>	<b>7,457</b>	<b>8,198</b>	<b>8,198</b>	<b>8,198</b>
<b>Fund Balance, Ending</b>	<b>11,350</b>	<b>9,181</b>	<b>7,481</b>	<b>3,483</b>

Fire Donation Fund Ending Fund Balance

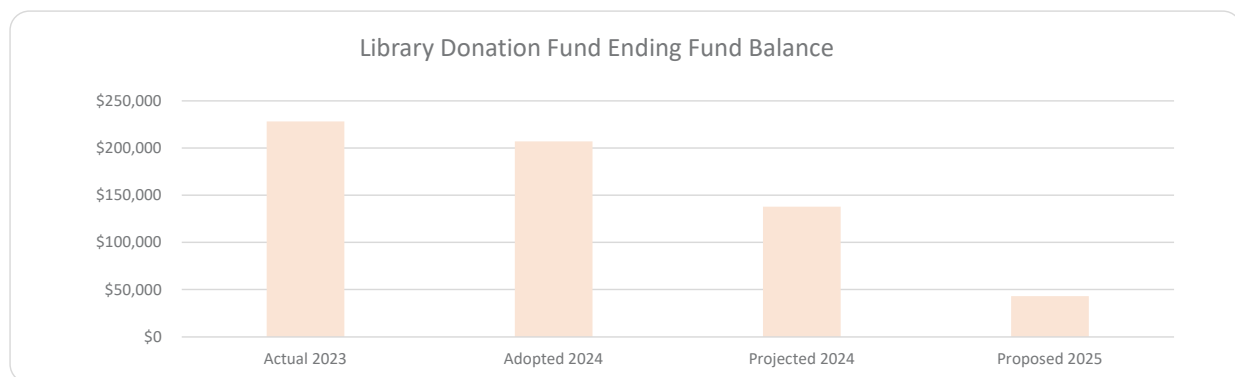


## LIBRARY DONATION FUND

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

Some of the accomplishments made possible by this fund include purchase of the Library van, furniture and computer equipment, sponsorship of the Summer Reading Program and other programming, the library app and library shelving.

LIBRARY DONATION FUND BUDGET SUMMARY				
FUND 22	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Fund Balance, Beginning</b>	235,646	228,190	228,190	137,990
<b><u>Revenues</u></b>				
Donations	16,341	12,500	12,000	15,000
Interest income	10,635	1,376	7,000	7,000
Forfeited Flex Benefits	13,675	15,000	15,000	15,000
Cash Short/Over	-	-	-	-
Coffee Sales	-	-	-	-
<b>Total Revenues</b>	<b>40,651</b>	<b>28,876</b>	<b>34,000</b>	<b>37,000</b>
<b>Funds Available</b>	<b>276,296</b>	<b>257,066</b>	<b>262,190</b>	<b>174,990</b>
<b><u>Expenditures</u></b>				
Operations Expenditures	48,106	50,000	124,200	131,870
<b>Total Expenditures</b>	<b>48,106</b>	<b>50,000</b>	<b>124,200</b>	<b>131,870</b>
<b>Fund Balance, Ending</b>	<b>228,190</b>	<b>207,066</b>	<b>137,990</b>	<b>43,120</b>



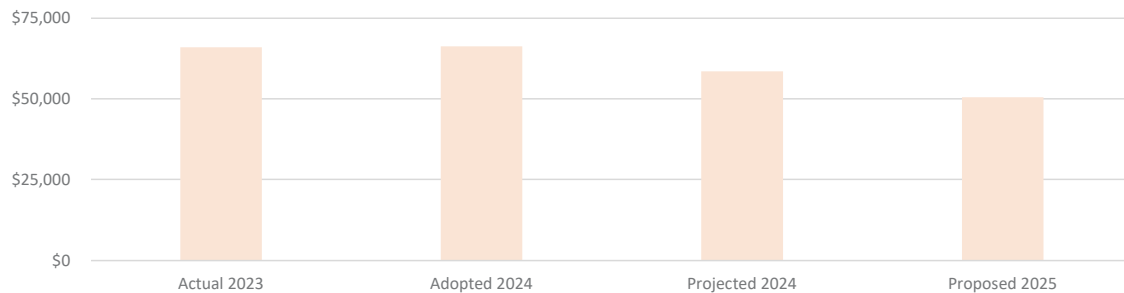
## POLICE FORFEITURE FUND

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

### POLICE FORFEITURE FUND BUDGET SUMMARY

<b>FUND 23</b>	<b>Actual FY2023</b>	<b>Adopted FY2024</b>	<b>Projected FY2024</b>	<b>Adopted FY2025</b>
<b>Fund Balance, Beginning</b>	55,719	66,019	66,019	58,519
<b><u>Revenues</u></b>				
Awarded Property Revenue	19,729	16,000	6,000	6,000
Interest Income	2,768	342	2,500	2,000
<b>Total Revenues</b>	<b>22,497</b>	<b>16,342</b>	<b>8,500</b>	<b>8,000</b>
<b>Funds Available</b>	78,216	82,361	74,519	66,519
<b><u>Expenditures</u></b>				
Operations Expenditures	12,197	16,000	16,000	16,000
<b>Total Expenditures</b>	<b>12,197</b>	<b>16,000</b>	<b>16,000</b>	<b>16,000</b>
<b>Fund Balance, Ending</b>	66,019	66,361	58,519	50,519

Police Forfeiture Fund Ending Fund Balance



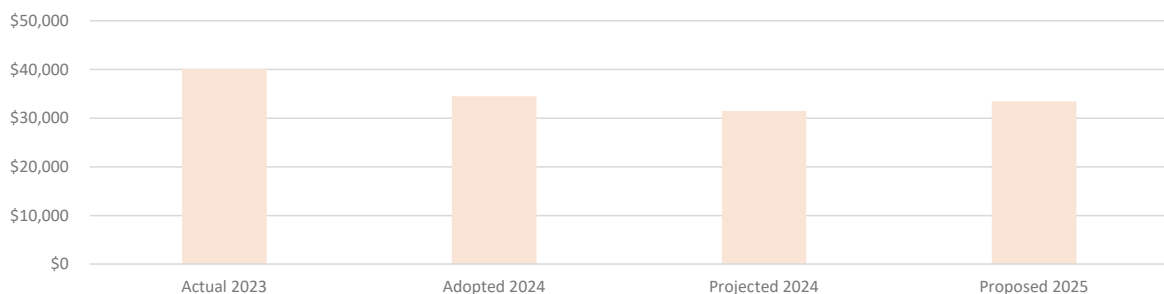
## PARK DONATION FUND

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

### PARK DONATION FUND BUDGET SUMMARY

FUND 24	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Fund Balance, Beginning</b>	57,465	61,790	61,790	62,290
<b><u>Revenues</u></b>				
Monthly Donations	2,468	2,500	1,500	2,000
Special Events Donations	-	-	-	-
Back to School Health Fair Donations	31,323	20,000	22,000	17,000
Parks Beautification Donations	-	-	-	-
Interest income	2,437	300	2,000	1,800
Sports Fees	8,171	8,000	6,000	6,000
Veteran's Memorial	67	1,500	500	500
<b>Total Revenues</b>	<b>44,466</b>	<b>32,300</b>	<b>32,000</b>	<b>27,300</b>
<b>Funds Available</b>	<b>101,931</b>	<b>94,090</b>	<b>93,790</b>	<b>89,590</b>
<b><u>Expenditures</u></b>				
Operation Expenditures	-	2,500	1,000	1,000
Special Events Expenditures	5,489	4,000	4,500	6,500
Back to School Healthfair Expenditures	24,736	25,000	25,000	25,000
Arts Festival Expenditures	9,915	3,000	1,000	1,000
<b>Total Expenditures</b>	<b>40,141</b>	<b>34,500</b>	<b>31,500</b>	<b>33,500</b>
<b>Fund Balance, Ending</b>	<b>61,790</b>	<b>59,590</b>	<b>62,290</b>	<b>56,090</b>

Park Donation Fund Expenditures





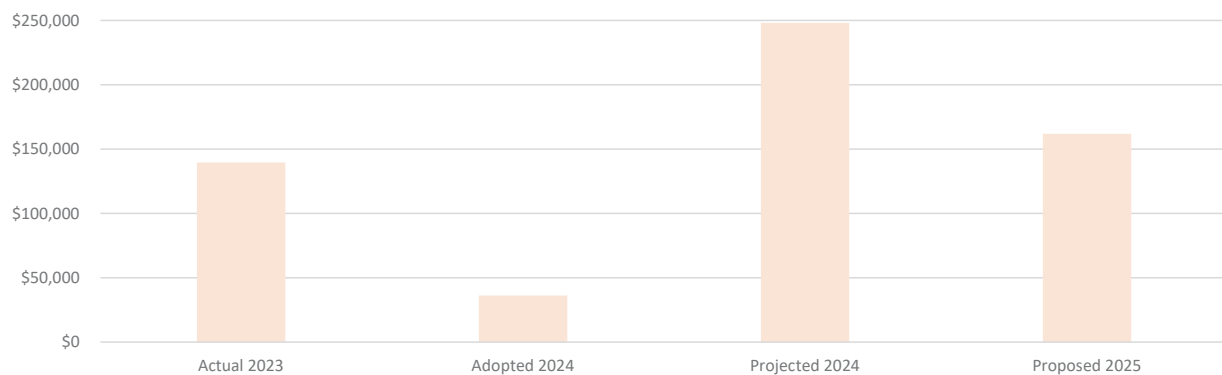
## PARK DEDICATION FUND

This City has a Park Dedication Ordinance which requires developers of any residential property in the City to either dedicate park land or pay cash in lieu of land dedication. Money received must be used for park development and park improvements.

### PARK DEDICATION FUND BUDGET SUMMARY

FUND 25	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Fund Balance, Beginning</b>	146,534	139,393	139,393	247,893
<b><u>Revenues</u></b>				
Developer Contributions	-	-	151,500	-
Interest Income	6,678	1,600	6,500	4,000
<b>Total Revenues</b>	<b>6,678</b>	<b>1,600</b>	<b>158,000</b>	<b>4,000</b>
<b>Funds Available</b>	<b>153,212</b>	<b>140,993</b>	<b>297,393</b>	<b>251,893</b>
<b><u>Expenditures</u></b>				
Operations Expenditures	13,819	105,000	49,500	90,000
<b>Total Expenditures</b>	<b>13,819</b>	<b>105,000</b>	<b>49,500</b>	<b>90,000</b>
<b>Fund Balance, Ending</b>	<b>139,393</b>	<b>35,993</b>	<b>247,893</b>	<b>161,893</b>

Park Dedication Fund Ending Fund Balance



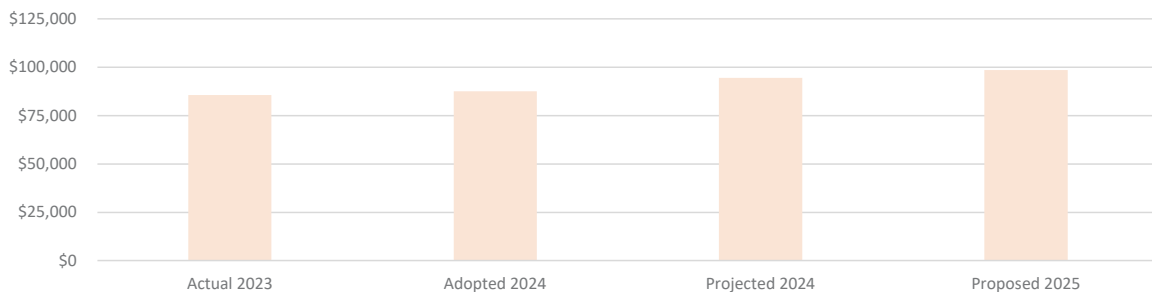
## SAFE PATHWAY FUND

In July 2003, the City adopted Ordinance 0-2003-011-15 which created the “Safe Pathways Program” to build sidewalks. This fund tracks donations made to the City in accordance with this program. Funds must be used in the sub-division from which they were received unless special approval is granted by the City Council to use the funds within two miles of the sub-division. Funds must be used within ten years of collection. There is no planned expenditure for this fund for FY2022.

### SAFE PATHWAYS FUND BUDGET SUMMARY

<b>FUND 26</b>	<b>Actual FY2023</b>	<b>Adopted FY2024</b>	<b>Projected FY2024</b>	<b>Adopted FY2025</b>
<b>Fund Balance, Beginning</b>	66,540	85,574	85,574	94,474
<b><u>Revenues</u></b>				
Developer Contributions	15,750	-	6,300	1,500
Interest Income	3,284	2,000	2,600	2,500
<b>Total Revenues</b>	<b>19,034</b>	<b>2,000</b>	<b>8,900</b>	<b>4,000</b>
<b>Funds Available</b>	<b>85,574</b>	<b>87,574</b>	<b>94,474</b>	<b>98,474</b>
<b><u>Expenditures</u></b>				
Streets and Sidewalks	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance, Ending</b>	<b>85,574</b>	<b>87,574</b>	<b>94,474</b>	<b>98,474</b>

Safe Pathways Fund Ending Fund Balance



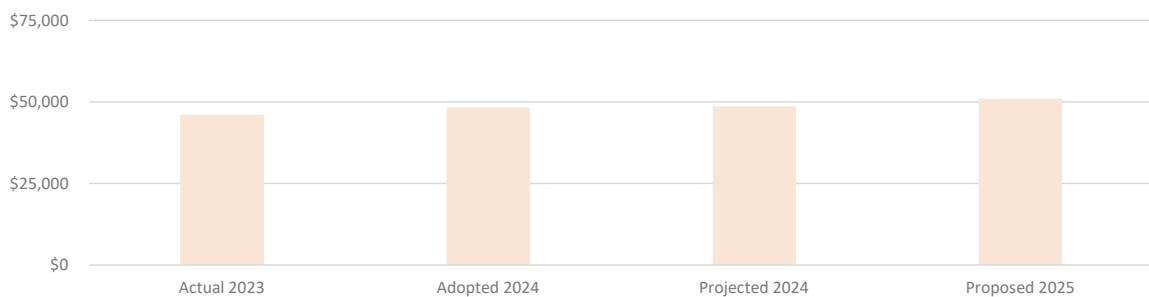
## ANIMAL SHELTER FUND

This fund was established in Fiscal Year 2000 in recognition of growing community concern to replace the existing animal shelter with a more modern and larger facility. With completion of constructing the facility, this fund will track the donations from the community and the expenditures of the funds.

### ANIMAL SHELTER FUND BUDGET SUMMARY

<b>FUND 27</b>	<b>Actual FY2023</b>	<b>Adopted FY2024</b>	<b>Projected FY2024</b>	<b>Adopted FY2025</b>
<b>Fund Balance, Beginning</b>	40,327	46,041	46,041	48,641
<b><u>Revenues</u></b>				
Donations	6,243	6,000	6,000	6,000
Interest Income	1,843	1,200	1,600	1,300
<b>Total Revenues</b>	<b>8,086</b>	<b>7,200</b>	<b>7,600</b>	<b>7,300</b>
<b>Funds Available</b>	<b>48,413</b>	<b>53,241</b>	<b>53,641</b>	<b>55,941</b>
<b><u>Expenditures</u></b>				
Animal Shelter Supplies	2,372	5,000	5,000	5,000
Transfer to Capital Replacement Fund	-	-	-	-
<b>Total Expenditures</b>	<b>2,372</b>	<b>5,000</b>	<b>5,000</b>	<b>5,000</b>
<b>Fund Balance, Ending</b>	<b>46,041</b>	<b>48,241</b>	<b>48,641</b>	<b>50,941</b>

Animal Shelter Fund Ending Fund Balance



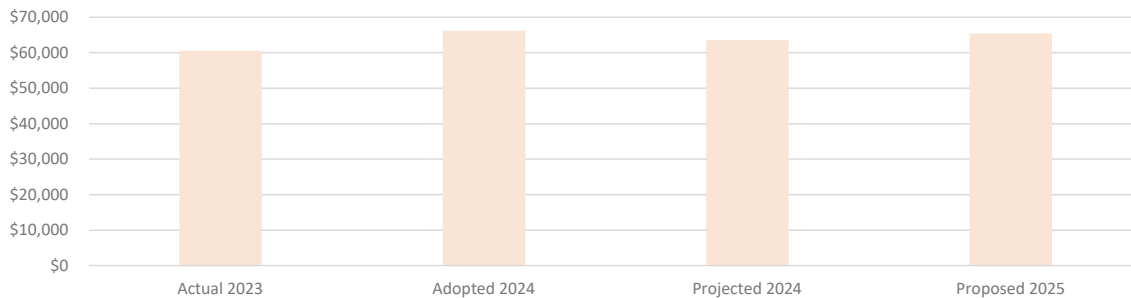
## POLICE DONATION FUND

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

### POLICE DONATION FUND BUDGET SUMMARY

<b>FUND 28</b>	<b>Actual FY2023</b>	<b>Adopted FY2024</b>	<b>Projected FY2024</b>	<b>Adopted FY2025</b>
<b>Fund Balance, Beginning</b>	48,291	60,573	60,573	63,573
<b><u>Revenues</u></b>				
Donations	14,964	5,000	5,000	5,000
Interest income	2,169	600	2,000	1,800
Miscellaneous Revenues	11,789	10,000	10,000	2,500
<b>Total Revenues</b>	<b>28,922</b>	<b>15,600</b>	<b>17,000</b>	<b>9,300</b>
<b>Funds Available</b>	<b>77,213</b>	<b>76,173</b>	<b>77,573</b>	<b>72,873</b>
<b><u>Expenditures</u></b>				
Operations Expenditures	16,640	10,000	14,000	7,500
<b>Total Expenditures</b>	<b>16,640</b>	<b>10,000</b>	<b>14,000</b>	<b>7,500</b>
<b>Fund Balance, Ending</b>	<b>60,573</b>	<b>66,173</b>	<b>63,573</b>	<b>65,373</b>

Police Donation Fund Ending Fund Balance

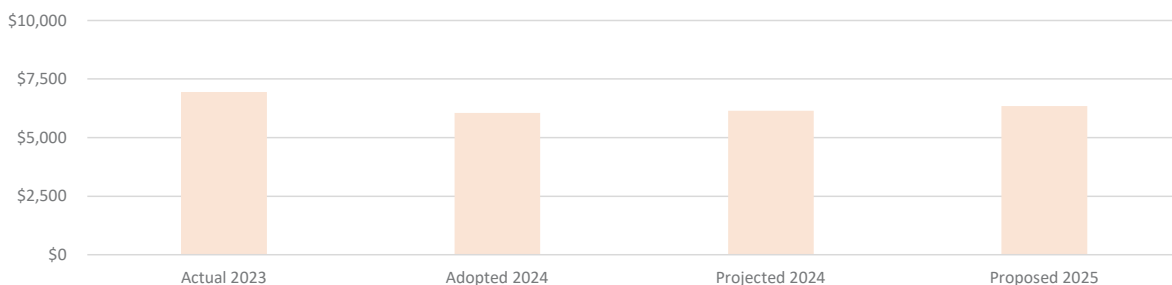


## POLICE CART FUND

The Police Child Abduction Response Team (CART) Fund is a special revenue fund used for the multi-jurisdictional effort to properly allocate resources to missing/endangered children cases. Revenues consist mainly of donations from participating agencies of \$1,000 each. The primary goal of CART is to provide a pool of specialized trained investigators that are available to focus dedicated and intensive investigative efforts shortly after the confirmed incident of an abducted child or children.

POLICE CART FUND BUDGET SUMMARY				
FUND 29	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Fund Balance, Beginning</b>	6,636	6,951	6,951	6,151
<b><u>Revenues</u></b>				
Contributions from Agencies	-	-	-	2,500
Interest Income	315	100	200	200
<b>Total Revenues</b>	<b>315</b>	<b>100</b>	<b>200</b>	<b>2,700</b>
<b>Funds Available</b>	<b>6,951</b>	<b>7,051</b>	<b>7,151</b>	<b>8,851</b>
<b><u>Expenditures</u></b>				
Operations Expenditures	-	1,000	1,000	2,500
<b>Total Expenditures</b>	<b>-</b>	<b>1,000</b>	<b>1,000</b>	<b>2,500</b>
<b>Fund Balance, Ending</b>	<b>6,951</b>	<b>6,051</b>	<b>6,151</b>	<b>6,351</b>

Police CART Fund Ending Fund Balance





# CAPITAL PROJECTS FUNDS

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

- ENGINEERING DEPARTMENT
- CAPITAL PROJECTS FUNDS DESCRIPTION
- MAJOR CAPITAL PROJECTS
- FUND SUMMARIES:
  - » Street Reconstruction Fund
  - » Capital Improvement Fund
  - » Capital Replacement Fund
  - » Street Assessment Fund
  - » Water & Sewer Capital Projects Fund
  - » Water & Sewer Impact Fees Fund
  - » Drainage Capital Projects Fund

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## ENGINEERING

### Mission Statement

To provide on-going technical and engineering related support to fellow divisions within Public Works and other Departments throughout the City, to provide superior customer service both internally and externally, to investigate and seek resolution for resident complaints, to foster excellent Developer relations to encourage growth and development within the City, and to implement and maintain an effective Floodplain Development Program.

### Accomplishment of FY2024

- Completed the Community Rating System (CRS) Annual Recertification as required by the Department of Homeland Security and the Federal Emergency Management Agency (FEMA).
- Updated the Fee Schedule to reflect updated legislation regarding Plan Review and Construction Inspection fees applicable to current engineering practices and pricing.
- Reviewed and approved 7 floodplain development permits in accordance with the Floodplain Development Program.
- Continued efforts related to the Lead and Copper Rule Revision Compliance Program with Freese and Nichols to achieve compliance with recent updates to the National Primary Drinking Water Regulations for lead and copper under the authority of the Environmental Protection Agency and the Safe Drinking Water Act.
- Continued efforts with Halff Associates to collect location data for the City's public assets through GPS capabilities and to update the City maps/ Geographic Information Systems (GIS).
- Continued efforts to initiate and complete projects identified in the Sanitary Sewer Master Plan as needing rehabilitation and/or increases in pipe size to accommodate sanitary sewer capacity needs.
- Completed construction for the 48th year Community Development Block Grant funded project for the Kings-Owens-Fincher Water Main Improvements project.
- Averaged a 14-day turnaround for response to development civil plan review.
- Initiated design with one professional engineering firm for capital projects to replace water, sewer, storm drain and rehabilitate Glenview Drive.
- Participated in Development Review Committee meetings as scheduled.
- Successfully hired two full time Construction Inspectors to oversee private development construction and capital improvement project construction.

### Objectives for FY2025

- Fill vacancy with qualified staff for the role of Civil Engineer.
- Update Haltom City Standard Construction Details and develop a Public Works Design Manual.
- Continue to design and construct capital projects in accordance with the approved 5-year Capital Improvement Plan and FY2025 budget, inclusive of projects identified in the Sanitary Sewer and Water Master Plans.
- Solicit a statement of qualifications and select a Consultant for Sanitary Sewer Master Plan – Phase 1 projects.
- Solicit a statement of qualifications and select a Consultant for Lift Station Improvement projects.
- Complete construction of Quiet Zone projects at Glenview Drive and Haltom Road UPRR crossings.
- Initiate design on Broadway Ave Improvement project.

Engineering	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 1: Continue to Cultivate the Commercial and Retail Development Plan for a successful Economic Development Environment	Perform private development design reviews	*	*	16	20
	Host private development pre-construction meetings	*	6	10	10
	Inspect private development construction projects	*	*	25	30
	Perform private development construction closeout and project acceptance	*	7	2	5
Goal 2: Focus on Competitive Employee Compensation & Benefits to Retain and Attract High Quality Staff while maintaining a Relationships-Driven Culture	Attend technical conferences and seminars	*	4	7	8
Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures	Review and process Utility Construction Permits (ROW Permits)	*	243	281	300
	Review, approve and notify stakeholders of roadway closures	*	*	46	50
Goal 6: Address Critical Facility & Infrastructure Needs	Initiate design on capital improvement projects	*	6	1	3
	Host pre-construction meeting and initiate construction on capital improvement projects	*	*	2	4
	Perform CIP construction closeout and project acceptance	*	*	1	3
	Review and approve floodplain development permits in accordance with the Floodplain Development Program	*	6	7	8
		*	6	7	8

\*Metric not tracked in years prior to FY2024.

## CAPITAL PROJECTS FUNDS DESCRIPTION

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

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

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

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

### Sources of funding for the capital projects include:

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

Funding for the FY2025 capital projects are from fund balances, transfers, sales tax, Grants, General of Obligation and Certificates of Obligation issued for City Facilities and parks.

Fund	Capital Project Funds	Sales Tax	Interest	Transfers	Intergovernmental	Impact Fees	Total
31	Street Reconstruction	\$3,300,000	500,000				3,800,000
32	Capital Improvements		650,000				650,000
35	Equipment Replacement		42,000	1,225,000			1,267,000
42	Water & Sewer Projects		800,000	4,000,000	3,329,000		8,129,000
44	Water & Sewer Impact Fees		90,500	-		475,000	565,500
46	Drainage Capital Projects		200,000	3,000,000			3,200,000
<b>Total Revenues</b>		<b>\$3,300,000</b>	<b>\$2,282,500</b>	<b>\$8,225,000</b>	<b>\$3,329,000</b>		<b>\$17,611,500</b>
Use of Fund Balance*/ Previously Issued Bonds**							\$37,731,128
<b>Total Funding</b>							<b>\$55,342,628</b>

\*Bond issued in previous years for the new Law Enforcement Center, City Hall and North Park.

\*\*Use of fund balance for Streets, Water and Sewer, and Drainage Projects.

## Fiscal Year 2025 Capital Plan

The total of the capital projects planned in the Capital Projects Funds for FY2024 is \$55,342,628

A matrix of the FY2024 expenditures is listed below:

Fund	Fund	Vehicles / Equipment	Streets	Police Law Enforcement Center	City Hall	Parks	Water & Sewer	Drainage	Total
31	Street Reconstruction	600,000.00	13,763,000						\$14,363,000
32	Capital Improvements	950,000		2,500,000	4,500,000	1,825,128			9,775,128
35	Equipment Replacement	1,239,500							1,239,500
42	Water & Sewer Projects	80,000					19,125,000	3,000,000	22,205,000
44	Water & Sewer Impact Fees						135,000		135,000
46	Drainage Capital Projects							7,625,000	7,625,000
<b>Total</b>		<b>\$2,869,500</b>	<b>\$13,763,000</b>	<b>\$2,500,000</b>	<b>\$4,500,000</b>	<b>\$1,825,128</b>	<b>\$19,260,000</b>	<b>\$10,625,000</b>	<b>\$55,342,628</b>

## Capital Expenditures and Impact on Operating Costs

The City's capital improvement projects primarily involve recurring expenditures, focusing on the reconstruction and replacement of aging infrastructure in its matured urban environment, including streets, water, sewer systems, and facilities.

Notably, the completion of Fire Station #3 in 2022 and the relocation of the Senior Center to the newly renovated North East Center incurred little to no impact on operating costs due to the absence of new staffing requirements. However, the new Law Enforcement Center and City Hall projects are expected to pose considerations for increased operational costs. Future budgeting will involve assessing maintenance agreements, utilities, janitorial services, and other factors associated with the new facilities. While bond proceeds cover these projects, building expenses will span multiple budget years during construction phase.

Replacement of storm sewers, curb and gutters does not reduce the annual budget for maintenance. It does allow these scarce dollars to be allocated to other projects for up to 15 years. Every mile of road in which the City rebuilds the storm sewers, curb and gutter allows the City to shift nearly \$40,000 in maintenance materials and labor to other needed projects. Replacing worn and damaged water lines reduces lost water and increases customer billing.

## Major Capital Projects

### Street Reconstruction Fund (31)

Street improvements are funded by sales tax revenues; bond proceeds, and transfers from the Water and Sewer Fund to cover specific costs for utility replacements. Most projects include the replacement of the sanitary sewer, water main, drainage, sidewalks and replacement of the existing asphalt pavement with a concrete pavement. The FY2025 budget for Capital Projects associated with Street Reconstruction fund is \$12,005,000 .

Major projects for Street Reconstruction Fund are described in more detail below:

- **Quiet Zones.** Glenview and Haltom Road are combined into one Quiet Zone project. Improvements at the Glenview Drive intersection with the UPRR crossing are currently advertising for construction bids and is expected to start construction by December 2024. . The road will be widened to four lanes and new medians at the railroad crossing will be added. Construction for the City portion of the improvements should be complete by March 2025. UPRR will schedule improvements shortly after. The Quiet Zone will be established pending the completion of improvements by UPRR. The Haltom Road crossing has had new arms installed in preparation for the Quiet Zone portion of the project. The design project is under review by the Union Pacific Railroad. A new median and pedestrian gates will be installed within the project. The project is tentatively scheduled to advertise for construction bids by January 2025; Issue a Notice to Proceed to the Contractor by February 2024. The Quiet Zone will be established pending completion of improvements by UPRR; estimated by the Spring 2026.
- **Ray Drive & Ray Court Street and Utility Improvements.** The scope of the project includes reconstruction of Ray Drive and Ray Court (approximately 2,100 linear feet) inclusive of replacement of existing sidewalks, driveways, water main, sanitary sewer, and storm drain piping within the roadway right-of-way. The project is currently under construction and is estimated to be complete by December 2025.
- **Field Street, Voncille Street, Hadley Street, Parker Road East & West, Hadley Street, Parker Road Sanitary Sewer Improvements, & Broadway Sanitary Sewer Improvements.** These residential streets and sanitary sewer improvements will be grouped into one project. Design is underway and expected to be complete by October 2025 with construction commencing in January 2026 pending available construction funds.
- **Hahn Boulevard & Murray Avenue.** These streets are both industrial streets and will also be grouped with each other as one project along with drainage improvements downstream. Design is underway and expected to be complete by November 2025 with construction commencing in March 2026 pending available construction funds.
- **Meadow Oaks Drive & Rita Lane.** These residential streets will be grouped into one project. Design is underway and expected to be complete by August 2025 with construction commencing in November 2025 pending available construction funds.
- **Nadine Drive, Roxie Street, Sabelle Lane, Hunter Street (& Aurora Court), & JaneAnne Street.** These residential streets will be grouped into one project. Design is underway and expected to be complete by August 2025 with construction commencing in January 2026 pending available construction funds.

- **Springdale Road, Ira Street, 3100 Denton Hwy, & Clay Avenue.** These residential streets and water and sanitary sewer improvements near 3100 Denton Highway will be grouped into one project. Design is underway and expected to be complete by November 2025 with construction commencing in February 2026 pending available construction funds.
- **Huddleston Street.** Design is underway and expected to be complete by October 2025 with construction commencing in December 2025 pending available construction funds.
- **McComas Road. Project includes the replacement of the sanitary sewer, water main, drainage, sidewalks and replacement of the existing pavement with a concrete pavement.** Design is approximately 60% complete and expected to be final by Summer 2025 with construction to commence end of year 2025.
- **McCullar Road.** Project includes the replacement of the sanitary sewer, water main, drainage, sidewalks and replacement of the pavement with a concrete pavement. Design is approximately 90% complete and expected to be final by Fall 2025 with construction to commence end of year 2025.
- **Denise Drive.** Project includes the replacement of the sanitary sewer, water main, drainage, sidewalks and replacement of the pavement with a concrete pavement. Design is approximately 90% complete and expected to be final by Summer 2025 with construction to commence end of year 2025.
- **Glenview Drive.** Project includes the replacement of the sanitary sewer, water main, drainage, sidewalks and replacement of the pavement with a concrete pavement. The design is expected to be complete by Fall 2025 with construction to commence by the end of 2025.
- **Broadway Ave.** Project includes the replacement of the sanitary sewer, water main, drainage, sidewalks and replacement of the pavement with a concrete pavement. An engineering agreement is anticipated to be approved by both TxDOT and the City Council in Spring of 2025. The design is expected to be complete by August 2026 with construction to commence by early 2027.
- **Eastridge Drive. Project includes the replacement of the sanitary sewer, water main, drainage, sidewalks and replacement of the pavement with a concrete pavement from Broadway Avenue to NE 28th Street.** Engineering firms are being considered for selection.
- **Midway Road. Project includes the replacement of the sanitary sewer, water main, drainage, sidewalks and replacement of the pavement with a concrete pavement from E. Belknap Street to the eastern city limits.** Engineering firms are being considered for selection.

**Capital Improvement Fund (32)**

The Capital Projects Fund accounts for projects financed with resources from governmental funds, grants, and tax-supported debt. For FY2024 projects, expenditures totaled \$32 million and another \$9.8 million was budgeted in FY2025 to complete the new City Hall, Law Enforcement building, and extensive North Park improvements. Also included was the City's fiber project expected to be completed by the end of 2026.

**Capital Replacement Fund (35)**

The Capital Replacement Fund serves as a dedicated financial resource for the municipality to ensure the timely replacement of essential vehicles and equipment. By allocating funds annually, the municipality can plan for, and address capital asset needs proactively, avoiding disruptions in operations and reducing the financial burden of unplanned expenses. This fund helps maintain the efficiency, reliability, and safety of municipal services, supporting long-term fiscal responsibility and operational sustainability. In fiscal 2025, \$1.225 million is scheduled for funding.

**Water & Sewer Utility Projects Fund (42) and Impact Fees Fund (44)**

Water and Sewer Utility Projects Fund:

The Water and Sewer Utility Projects Fund is established to manage and finance capital improvements, expansions, and maintenance of the municipality's water and sewer systems. This fund ensures that resources are available to support critical infrastructure projects, such as upgrading treatment facilities, replacing aging pipelines, or extending services to new areas. The goal is to ensure the reliable delivery of clean water and efficient wastewater management, while also meeting regulatory compliance and supporting the long-term sustainability of the utility systems. Total budget of \$ 22.2 million of which \$19,125,000 is for water and sewer projects and another \$3 million transferred to the Drainage Capital Fund to support the related drainage projects.

Impact Fee Fund:

The Impact Fee Fund is used to collect and allocate fees charged to developers for the purpose of offsetting the costs of infrastructure improvements needed to support new development. These fees help ensure that growth-related infrastructure demands, such as roads, water and sewer systems, parks, and public safety facilities, are funded without placing the financial burden on existing taxpayers. The fund promotes equitable development by ensuring that new growth pays for its proportionate share of the infrastructure required to maintain the quality of municipal services.

Major projects for Water & Sewer Utility Projects Fund are described in more detail:

Thomas Road Sanitary Sewer Siphon. Project includes the replacement and rerouting of the sanitary sewer siphon crossing Thomas Road. Construction is underway and expected to be completed by January 2025.

Eden Ave & Zelma Water Line Improvements. Project is funded by the 50th year CDBG funding and includes the replacement and upsizing of the existing water main with limited pavement replacement. Design is underway and expected to be complete by Summer 2025.

**Drainage Capital Fund (46)**

During FY 2003-04, the City engaged consultants to perform a drainage study. The result of the study was a plan that assesses a monthly fee to each residential customer in the City. Commercial interests are billed a per square foot charge based upon the square footage of their property multiplied by a runoff factor.

During FY2004-05, the City engaged another consulting firm to assist in the preparation of a Drainage Master Plan. As a part of the analysis, floodplain maps were studied, and the existing drainage system was studied. The study identified approximately \$102 million in needed drainage improvements to address critical infrastructure deficiencies.

As part of the FY 2025 budget, \$7.6 million has been allocated for projects that address stormwater and drainage improvements. These improvements, identified under the Street Reconstruction Fund (Fund 31), will include drainage components funded through the Drainage Fund (Fund 46). This allocation underscores the City's ongoing commitment to improving stormwater management and reducing flood risk for the community.

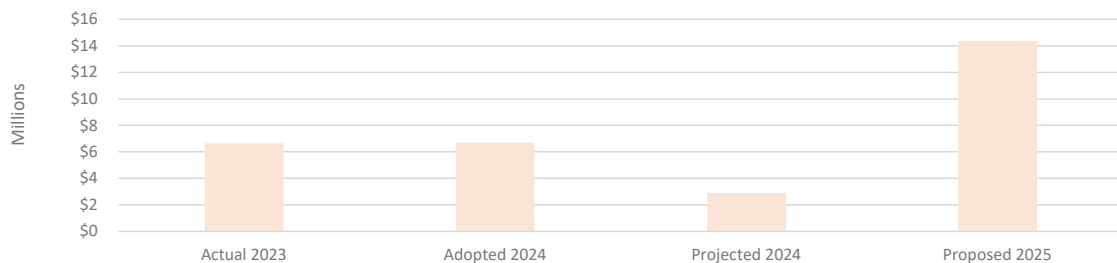
## STREET RECONSTRUCTION FUND

The Street Reconstruction fund is to track revenues and expenditures devoted to street construction, repair, mill and overlay and reconstruction projects. The Street Reconstruction Fund receives 3/8 cents allocation of the City's Sales Tax in addition to interest earned on investment balances.

### STREET RECONSTRUCTION FUND BUDGET SUMMARY

FUND 31	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Fund Balance, Beginning</b>	19,853,663	18,047,430	18,047,430	19,195,320
<b>Revenues</b>				
Sales Tax	3,851,197	3,500,000	3,500,000	3,300,000
Interest Income	843,104	118,486	550,000	500,000
Bond Proceeds	-	-	-	-
Other Revenues	135,958	-	-	-
<b>Total Revenues</b>	<b>4,830,259</b>	<b>3,618,486</b>	<b>4,050,000</b>	<b>3,800,000</b>
<b>Funds Available</b>	<b>24,683,922</b>	<b>21,665,916</b>	<b>22,097,430</b>	<b>22,995,320</b>
<b>Expenditures</b>				
Machinery and Equipment	-	-	-	600,000
Street Reconstruction Projects	167,359	5,320,000	1,516,000	12,005,000
Utility Portion of Capital Projects	-	-	-	-
Mill & Overlay	560,830	480,000	480,000	550,000
Other Operating Cost	8,299	-	6,110	8,000
Transfer to General Fund - Streets	900,000	900,000	900,000	1,200,000
Transfer to Drainage Capital	5,000,004	-	-	-
<b>Total Expenditures</b>	<b>6,636,492</b>	<b>6,700,000</b>	<b>2,902,110</b>	<b>14,363,000</b>
<b>Fund Balance, Ending</b>	<b>18,047,430</b>	<b>14,965,916</b>	<b>19,195,320</b>	<b>8,632,320</b>

Street Reconstruction Fund Expenditures





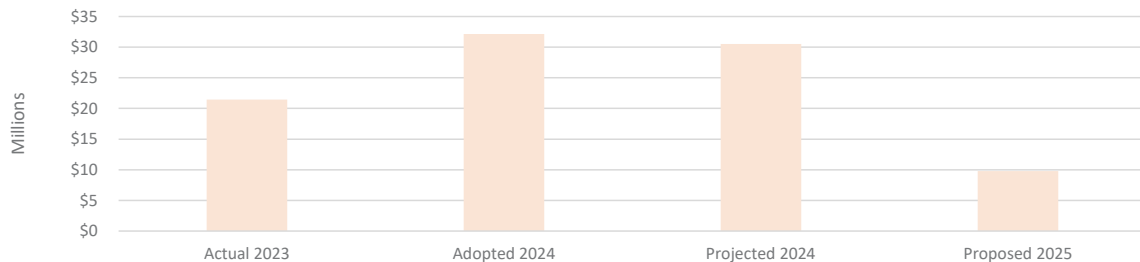
## CAPITAL IMPROVEMENT FUND

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

### CAPITAL IMPROVEMENT FUND BUDGET SUMMARY

FUND 32	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Fund Balance, Beginning</b>	65,066,744	45,243,963	45,243,963	16,026,228
<b><u>Revenues</u></b>				
Bond Proceeds	-	-	-	-
Interest Income	1,020,552	338,349	1,300,000	650,000
Miscellaneous	-	-	-	-
Transfer from General Fund	600,000	-	-	-
<b>Total Revenues</b>	<b>1,620,552</b>	<b>338,349</b>	<b>1,300,000</b>	<b>650,000</b>
<b>Funds Available</b>	<b>66,687,297</b>	<b>45,582,312</b>	<b>46,543,963</b>	<b>16,676,228</b>
<b><u>Expenditures</u></b>				
Bond Issuance Cost	263,246	-	-	-
Fire Station	-	-	-	-
Police Law Enforcement Center	14,980,368	10,000,000	10,000,000	2,500,000
New City Hall	6,003,848	18,000,000	17,000,000	4,500,000
Streets and Drainage	-	-	-	-
Parks	68,510	4,102,128	3,027,000	1,825,128
Senior Center	-	-	-	-
Other Expenditures	127,361	-	490,735	950,000
<b>Total Expenditures</b>	<b>21,443,334</b>	<b>32,102,128</b>	<b>30,517,735</b>	<b>9,775,128</b>
<b>Fund Balance, Ending</b>	<b>45,243,963</b>	<b>13,480,184</b>	<b>16,026,228</b>	<b>6,901,100</b>

Capital Improvement Fund Expenditures



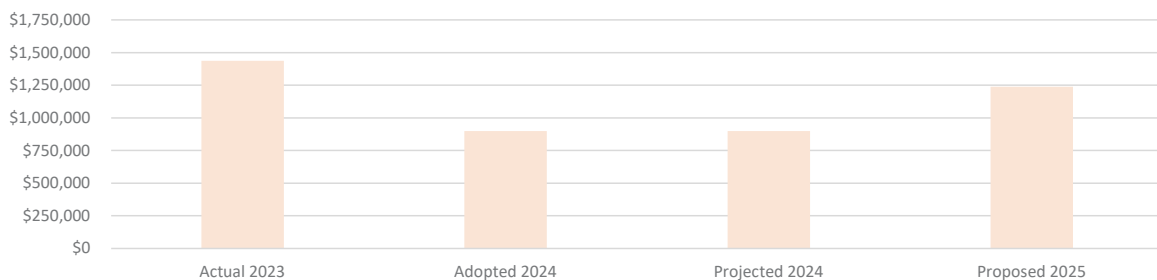
## CAPITAL REPLACEMENT FUND

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

### CAPITAL REPLACEMENT FUND BUDGET SUMMARY

<b>FUND 35</b>	<b>Actual FY2023</b>	<b>Adopted FY2024</b>	<b>Projected FY2024</b>	<b>Adopted FY2025</b>
<b>Fund Balance, Beginning</b>	1,296,538	1,608,752	1,608,752	1,618,752
<b><u>Revenues</u></b>				
Interest Income	63,089	9,054	60,000	42,000
Proceeds from Capital Lease	836,251	-	-	-
Transfers	849,996	850,000	850,000	1,225,000
<b>Total Revenues</b>	<b>1,749,336</b>	<b>859,054</b>	<b>910,000</b>	<b>1,267,000</b>
<b>Funds Available</b>	<b>3,045,874</b>	<b>2,467,806</b>	<b>2,518,752</b>	<b>2,885,752</b>
<b><u>Expenditures</u></b>				
Vehicles and Equipment	-	-	-	-
Leased Vehicle	598,866	900,000	900,000	1,225,000
Building Maintenance	836,251	-	-	-
Machinery and Equipment	-	-	-	14,500
Police	2,005	-	-	-
Fire	-	-	-	-
Streets	-	-	-	-
Parks	-	-	-	-
<b>Total Expenditures</b>	<b>1,437,122</b>	<b>900,000</b>	<b>900,000</b>	<b>1,239,500</b>
<b>Fund Balance, Ending</b>	<b>1,608,752</b>	<b>1,567,806</b>	<b>1,618,752</b>	<b>1,646,252</b>

Capital Replacement Fund Expenditures



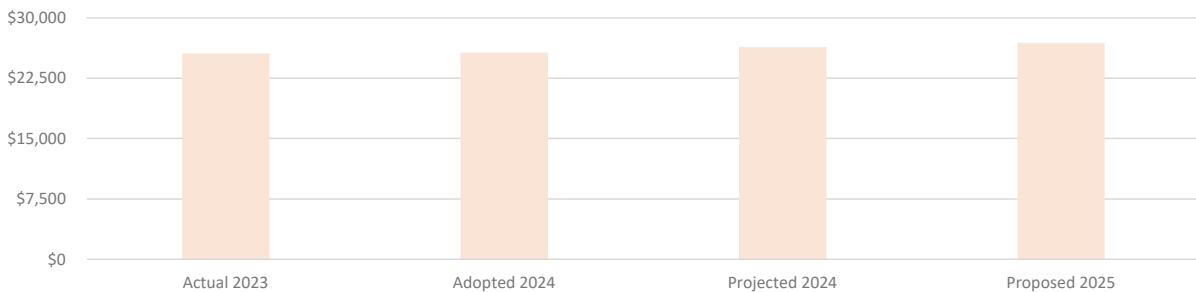
## STREET ASSESSMENTS FUND

The City ceased assessing for street repairs in 1999, but there remain outstanding assessments for 21 projects completed before that time. Revenues from these assessments are highly unpredictable and can vary significantly, particularly for commercial properties. Payments are typically collected when a property sale triggers the payment of the outstanding assessment, along with any applicable penalties. Due to the irregular nature of these revenues, no appropriation has been included in the FY2025 budget.

### STREET ASSESSMENTS FUND BUDGET SUMMARY

<b>FUND 39</b>	<b>Actual FY2023</b>	<b>Adopted FY2024</b>	<b>Projected FY2024</b>	<b>Adopted FY2025</b>
<b>Fund Balance, Beginning</b>	24,431	25,559	25,559	26,359
<b><u>Revenues</u></b>				
Assessment Revenue	-	-	-	-
Interest from Investments	1,128	100	800	500
<b>Total Revenues</b>	<b>1,128</b>	<b>100</b>	<b>800</b>	<b>500</b>
<b>Funds Available</b>	<b>25,559</b>	<b>25,659</b>	<b>26,359</b>	<b>26,859</b>
<b><u>Expenditures</u></b>				
Transfer to General Fund	-	-	-	-
<b>Total Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fund Balance, Ending</b>	<b>25,559</b>	<b>25,659</b>	<b>26,359</b>	<b>26,859</b>

Street Assessments Fund Ending Fund Balance

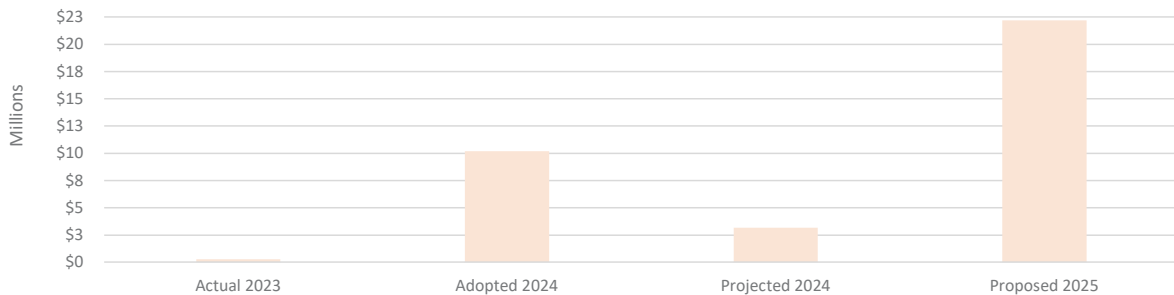


## WATER AND SEWER CAPITAL PROJECTS FUND

The Water and Sewer Capital Project Fund is established to finance the development, improvement, and maintenance of the municipality's water and sewer infrastructure. Its primary purpose is to ensure the availability of dedicated resources for large-scale capital projects, such as constructing new facilities, expanding capacity, upgrading existing systems, and replacing aging infrastructure.

WATER AND SEWER CAPITAL PROJECTS FUND BUDGET SUMMARY				
FUND 42	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Cash &amp; Investments, Beginning</b>	23,321,423	31,673,579	31,673,579	35,548,579
<b>Revenues</b>				
Interest Income	1,194,788	196,188	1,250,000	800,000
Local Intergovernmental Rev	-	-	-	3,329,000
Bond Proceeds	-	-	-	-
Transfer from Water Fund	7,400,004	5,800,000	5,800,000	4,000,000
<b>Total Revenues</b>	<b>8,594,792</b>	<b>5,996,188</b>	<b>7,050,000</b>	<b>8,129,000</b>
<b>Funds Available</b>	<b>31,916,215</b>	<b>37,669,767</b>	<b>38,723,579</b>	<b>43,677,579</b>
<b>Expenses</b>				
Water and Sewer Projects	242,636	10,195,000	3,175,000	19,125,000
Capital Expenditure	-	-	-	80,000
Transfer To Drainage Fund	-	-	-	3,000,000
<b>Total Expenses</b>	<b>242,636</b>	<b>10,195,000</b>	<b>3,175,000</b>	<b>22,205,000</b>
<b>Adjustments</b>		-	-	-
<b>Cash &amp; Investments, Ending</b>	<b>31,673,579</b>	<b>27,474,767</b>	<b>35,548,579</b>	<b>21,472,579</b>

Water and Sewer Capital Projects Fund Expenses



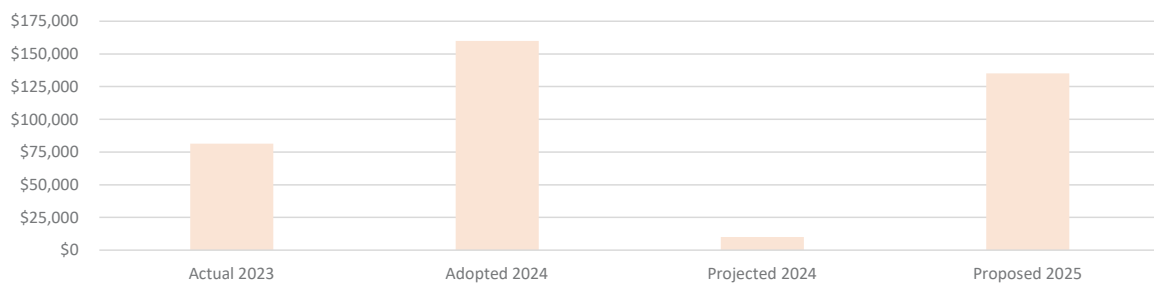
## WATER AND SEWER IMPACT FEES FUND

Developers are required to pay a fee for each new residential or commercial construction site. These fees are dedicated to fund improvements that must be made as a result of the additional demand placed on the water and sewer system that is caused by the new development.

### WATER AND SEWER IMPACT FEES FUND BUDGET SUMMARY

FUND 44	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Cash &amp; Investments, Beginning</b>	2,892,266	3,208,423	3,208,423	4,518,423
<b><u>Revenues</u></b>				
Water Impact Fees	103,833	175,000	450,000	175,000
Sewer Impact Fees	159,565	250,000	750,000	300,000
Interest Income	134,045	19,954	120,000	90,000
	397,444	444,954	1,320,000	565,000
<b>Funds Available</b>	3,289,711	3,653,377	4,528,423	5,083,423
<b><u>Expenses</u></b>				
Impact Fee Study	81,287	160,000	10,000	135,000
Others		-	-	-
<b>Total Expenses</b>	81,287	160,000	10,000	135,000
<b><u>Adjustments</u></b>				
<b>Cash &amp; Investments, Ending</b>	3,208,423	3,493,377	4,518,423	4,948,423

Water and Sewer Impact Fees Fund Expenses



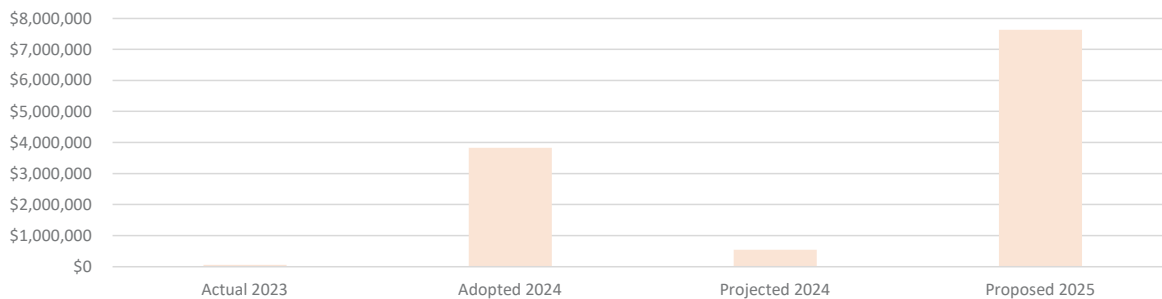
## DRAINAGE CAPITAL PROJECTS FUND

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

### DRAINAGE CAPITAL PROJECTS FUND BUDGET SUMMARY

FUND 46	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Cash &amp; Investments, Beginning</b>	2,131,104	8,032,322	8,032,322	7,962,322
<b><u>Revenues</u></b>				
Interest Income	186,998	20,531	275,000	200,000
Drainage Fees				-
Transfers from Street Reconstruction Fund	5,000,004	-	-	-
Transfers from Drainage Fund	770,004	200,000	200,000	-
Transfer from Water Capital Fund	-	-	-	3,000,000
<b>Total Revenues</b>	<b>5,957,006</b>	<b>220,531</b>	<b>475,000</b>	<b>3,200,000</b>
<b>Funds Available</b>	<b>8,088,110</b>	<b>8,252,853</b>	<b>8,507,322</b>	<b>11,162,322</b>
<b><u>Expenses</u></b>				
Curb and Gutter Maintenance	34,925	100,000	50,000	100,000
Drainage Improvements	20,863	3,730,000	495,000	7,525,000
<b>Total Expenses</b>	<b>55,788</b>	<b>3,830,000</b>	<b>545,000</b>	<b>7,625,000</b>
Adjustments				
<b>Cash &amp; Investments, Ending</b>	<b>8,032,322</b>	<b>4,422,853</b>	<b>7,962,322</b>	<b>3,537,322</b>

Drainage Capital Projects Fund Expenses



# PROPRIETARY FUNDS

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

- » Water & Sewer Fund
- » Drainage Fund

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## WATER AND SEWER FUND

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

The ending cash and investment balance at end of fiscal year 2025 projected to be at \$10.4 million which is approximately 33% of total fund operating expenses, 13% above the policy required minimum of 20%. The City actively works to enhance the fund's financial stability by implementing measures to increase revenues and reduced, ensuring the long-term sustainability of water and sewer services.

### Mission Statement

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

Also, to take the appropriate environmental measures to insure that the quality of water that eventually ends up in our water supply complies with Federal and State requirements.

### Accomplishment of FY2024

- Maintained a "Superior" rating of the public water system through the TCEQ's Public Water Supply Comprehensive Compliance Investigation.
- Completed the tri-annual Lead & Copper Study (all households tested in accordance with the study's parameters had levels well below the EPA's limits).
- Completed new and rehabilitated public, drainage, water and sewer improvements.
- Started an outfall inventory of the City's drainage systems that discharge into our creeks and streams.
- Environmental Services has successfully completed the TCEQ's required benchmarks established in by the MS4 Permit, while maintaining 100% compliance during the 5-year permit term.

### Objectives for FY2025

- Complete the Water Master Plan.
- Complete the Water & Wastewater Impact Fee Update.
- Issue an RFQ to begin phasing in those projects identified in the Sanitary Sewer Master Plan.
- Monitor water and sewer system in accordance with Environmental Protection Agency and Texas Commission of Environmental Quality Rules and regulations.
- Maintain water supply with minimal interruptions.
- Maintain water pressure throughout the community.
- Perform necessary repairs and maintenance to water and sewer systems, lift stations, fire hydrates, water meters and valves.
- Provide for expedient repair to all water main breaks and leaks.
- Minimize sanitary sewer overflows through television equipment and regular cleaning (preventive maintenance).
- Continue an environmental complaint response program.

- Provide safety training for employees.
- Address the TCEQ's requirements in order to complete the upcoming MS4 Permit for the next 5-year permit term.
- Maintain integrated mosquito control practice.
- Continue to improve customer service.

Water & Sewer Fund	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 6: Address Critical Facility & Infrastructure Needs	Percent of permitted industries with no wastewater discharge violations	99%	99%	99%	99%
	New water mains and services installed (feet)	4,000	6,000	6,000	4,000
	New sewer mains and services installed (feet)	4,000	6,000	6,000	3,000
	Feet of sewer lines cleaned	71,750	50,000	38,381	500
	Feet of sewer mains televised	3,400	75,000	75,000	55,000
	Number of water main break repairs performed	40	40	40	50
	Number of sewer main break repairs performed	14	14	10	12
	Number of water meters replaced	20	60	30	25
	<b>Water &amp; Sewer Maintenance</b>	<b>Actual FY2022</b>	<b>Actual FY2023</b>	<b>Actual FY2024</b>	<b>Target FY2025</b>
	1. Feet of sewer lines cleaned	71,750	80,000	38,381	40,000
	2. Number of water main break repairs performed	40	35	45	40
	3. Feet of sewer line televised	3,400	20,000	6,922	5,000
	4. Number of water meters replaced	20	15	30	20
	5. Number of new water taps/meter sets installed	1,000	1,200	1,000	1,500
	6. Number of valves/hydrants replaced/repaired	40	60	80	60
	7. Number of hydrants tested/oiled/ painted	20	1,500	500	1,500
	8. Number of sewer clearances performed	60	80	40	50
	9. Number of water valves exercised	50	2,000	1,000	1,200
	10. Number of manholes cleaned	5	20	10	15
	11. Number of sewer mains and sewer services repaired	20	10	10	10
	12. Number of sewer overflows reported	20	15	5	8
	13. Storm drain televised (footage)	10,000	20,000	4,000	5,000
	14. Number of water service leak	40	35	25	15
	15. Repairs performed	10	15	30	25

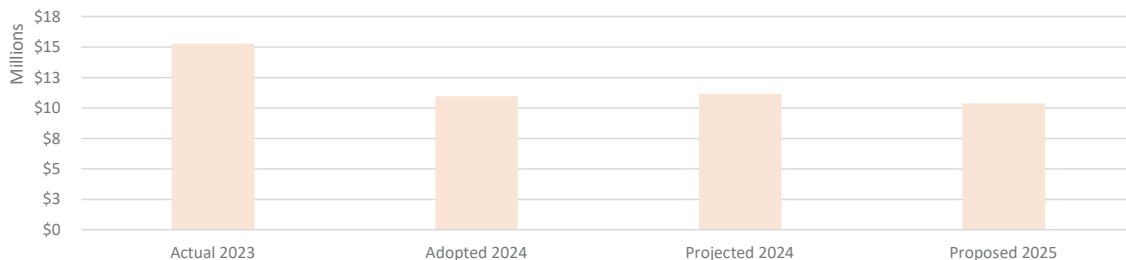
STAFFING	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Director of Public Works	1	1	1	1
Assistant Public Works Director /Operations	1	1	1	1
City Engineer	1	1	1	1
Professional Civil Engineer*	0	0	0	1
Assistant Director of Finance/Customer Service	1	1	1	1
Environmental Services Manager	1	1	1	1
Engineer	1.0	1.0	1.0	1.0
Utilities Construction Supervisor	1	1	1	1
Water/Sewer Maintenance Supervisor	1	1	1	1
Water Production and Facilities Supervisor	1	1	1	1
Database Administrator	1	1	1	1
Supervisor of Water Department	1	1	1	1
Construction Inspector	2	2	2	2
Public Works Crewleader	4	4	4	4
Senior Equipment Operator	1	1	1	1
Administrative Secretary	1	1	1	1
Water Production Operator	4	4	4	4
Water Service Representative	2	3	3	3
Equipment Operator	3	3	3	3
Customer Service Representative	3	4	4	4
Utility and Account Billing Technician	1	1	1	1
Public Works Dispatch Clerk	1	1	1	1
Public Works Maintenance Worker	11	13	13	13
Public Works Inventory Technician	1	1	1	1
<b>Total</b>	<b>44.5</b>	<b>48.5</b>	<b>48.5</b>	<b>49.5</b>

1 new position added\*

### WATER AND SEWER FUND BUDGET SUMMARY

FUND 41	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Cash &amp; Investments, Beginning</b>	15,615,583	15,295,576	15,295,576	11,172,777
<b>Revenues:</b>				
Water Sales Revenue	13,964,696	12,500,000	12,500,000	13,900,000
Water Service Fees	429,581	425,000	425,000	425,000
Water Connection Fees	32,800	50,000	150,000	100,000
Sewer Service Revenue	9,793,681	10,500,000	10,500,000	10,995,000
Sewer Surcharge Revenue	1,618,370	1,900,000	1,500,000	1,600,000
Sewer Connection Fees	500	10,000	500	500
Lab Service Fees	54,110	50,000	50,000	50,000
Penalty Revenue	384,954	300,000	350,000	350,000
Billing Fees	33,821	30,000	30,000	35,000
Interest Income	686,029	200,000	600,000	600,000
Miscellaneous	103,541	88,200	63,000	70,300
<b>Total Revenues</b>	<b>27,102,082</b>	<b>26,053,200</b>	<b>26,168,500</b>	<b>28,125,800</b>
<b>Cash &amp; Investments Available</b>	<b>42,717,664</b>	<b>41,348,776</b>	<b>41,464,076</b>	<b>39,298,577</b>
<b>Expenses:</b>				
Public Works Administration	649,945	1,509,344	1,229,344	1,392,726
Engineering	466,361	585,482	587,127	1,521,212
Environmental Services	212,675	488,098	493,598	378,044
WS Construction	293,681	714,725	715,235	451,779
WS Maintenance	2,085,847	2,271,922	2,496,282	2,251,211
Collection & Distribution	1,950,561	718,524	720,324	783,415
Purchased Water	4,313,078	5,300,000	5,300,000	5,400,000
Sewer Treatment Fee	2,289,906	2,900,000	2,900,000	3,000,000
Sewer Surcharge Fee	1,546,900	2,200,000	2,200,000	2,200,000
Meter Maintenance	160,765	285,452	285,452	240,048
Utility Billing	1,035,362	987,031	1,000,211	1,009,212
Debt Service	402,101	1,549,701	1,573,701	769,295
Non-Departmental	6,378,865	7,041,548	6,961,048	7,238,103
Transfer Out: General Fund (PILOT)	459,996	528,976	528,976	528,976
Transfer Out: Water Capital Project Fund	7,400,004	5,800,000	5,800,000	4,000,000
Transfer Out: Capital Replacement Fund	-	-	-	255,000
<b>Total Expenses</b>	<b>29,646,048</b>	<b>32,880,803</b>	<b>32,791,299</b>	<b>31,419,021</b>
<b>Non-cash adjustments:</b>				
Depreciation/Amortization/Others	2,223,960	2,500,000	2,500,000	2,500,000
<b>Cash &amp; Investments, Ending</b>	<b>15,295,576</b>	<b>10,967,973</b>	<b>11,172,777</b>	<b>10,379,557</b>
Change in Cash Inc/(Dec)	(320,006)	(4,327,603)	(4,122,799)	(793,221)
Ending Cash & Investments as a % of				
Total Expenses (City Policy is 20%)	52%	33%	34%	33%

Water & Sewer Fund Ending Cash and Investments



## Utility Billing

### Mission Statement

The mission of the Utility Billing Department is to provide excellent customer service, ensure accuracy and efficiency, maintain responsive and professional service, and provide timely billings. The UB department will strive to uphold this mission statement, while ensuring that customers have a positive experience whether it be by phone or in person.

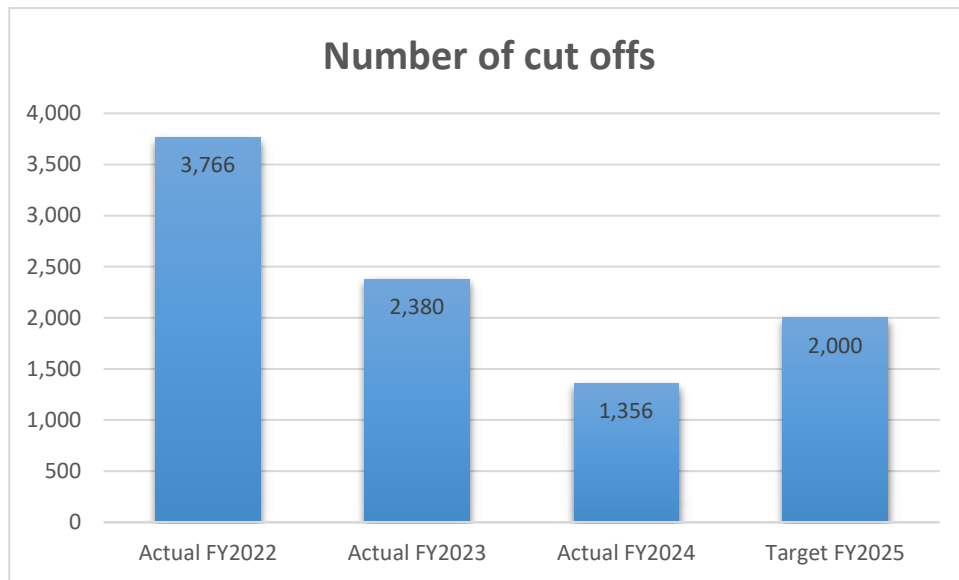
### Accomplishment of FY2024

- Successfully completed the transition from STW to ERP Pro 10 on schedule and in fewer days than budgeted, with only one closed day of business.
- Worked with Public Works and the City Managers Office to develop a strategic plan to assist in the LCRR compliance program.
- Provided excellent customer service to City residents and internal departments.
- Maintained all reporting requirements, both to the City of Fort Worth and TCEQ, during the software transition.
- Completed quality control and corrections on hundreds of accounts throughout the fiscal year.

### Objectives for FY2025

- Continue to provide quality customer service to all customers.
- Gain expertise and explore new potential in the ERP Pro 10 billing software to achieve more efficiency and accuracy in reporting.
- Lower City's cost by encourage customers to switch to bank drafts, which is a free service to both customers and the City.
- Address the federal LCRR (lead and copper compliance) mandates set by the Environmental Protection Agency (EPA) by providing both staff and customers education, as well as notifying all new water accounts as mandated.

Utility Billing	Performance Measures	Actual FY2022	Actual FY2023	Actual FY2024	Target FY2025
Goal 4: Practice Fiscal Responsibility by utilizing Performance Measures	Percentage of customers pay bills on time	75%	78%	80%	80%
	Percentage of customers pay in person	8%	7%	7%	5%
	Percentage of customers pay online	70%	74%	80%	82%
	Number of cut offs	3,766	2,380	1,356	2,000



## DRAINAGE FUND

The Drainage Fund 's purpose is to track revenues and expenses related to watershed and storm drainage improvements throughout the City. The drainage system includes curb and gutter, storm drains, and channels. In November 2004, the City Council created the fund to address long-standing flooding and drainage issues. The source of funds is a monthly fee charged to customers based upon a rate factor multiplied by the run- off coefficient factor developed for each parcel of property in the City. Each residential property is currently charged a flat fee of \$7.15 per month. For commercial properties, the fee incorporates a runoff coefficient factor and charges related to biochemical oxygen demand (BOD) and total suspended solids (TSS) per pound, reflecting their contribution to water quality concerns and system usage

As the City adds additional commercial and residential properties because of growth, revenues will increase slightly, but it will not be enough to cover all capital projects needed. It is further unlikely that an adjustment in the rate structure will be sufficient to finance future capital projects. This represents a challenge to the City because the Drainage Master Plan has identified slightly more than \$100 million of projects that need to be addressed.

The FY2025 ending cash and investment balance at year end is estimated at \$1,126,686 which is approximately 52% of operating expenses. This fund balance meet minimum of 20%. Transfers are made to the Drainage Capital Projects fund for capital improvements, but several projects are pushed to future years due to lack of funding.

### Mission Statement

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

### Accomplishment of FY2024

- Completed the “mid-block” drainage project on Georgian Street
- Corrected 7 bridge deficiencies noted in the Texas Department of Transportation’s bridge inspection lists.
- Completed reshaping Little Fossil Creek section between Eastridge and Fincher Street.
- Completed reshaping Minnis and Midway Street drainage channel.
- Completed reshaping Little Fossil Creek from Thomas Road to Garden Street.
- Completed installing 18inch drainage pipe under McCullar street.
- Completed repairing 23 outfall pipes.
- Cleaned over 487 inlets.
- Completed over 375 tons erosion repairs with rip rap rocks.
- Completed over 400 acres mowing and trimming of the drainage channels.
- Completed 238 inlets stenciled.

- Completed over 110 gallons graffiti cover up.
- Completed spraying over 1,460 gallons of chemicals along creeks and bridges.
- Removed wing walls and reshaped the creek at Haltom Road by the library.
- Repaired 16 flumes at various locations in Haltom City
- Installed new handrails at Whitecreek low water crossings.

### Objectives for FY2025

- Continue to maintain and improve the current drainage system
- Implemented new procedures and programs based on the new State storm water requirements
- Assist in identifying future drainage projects
- Reshaping and grading of channels
- Cleaning debris from road and bridge crossings
- Cleaning inlets and catch basins
- Weed control through mowing and herbicide applications
- Continue to improve erosion control with various procedures
- Responding to customer requests pertaining to the drainage system
- Larvicide ditches
- Continue making inlet repairs
- Continue mapping the outfall pipes and inlets.
- Map and update the drainage system with the GIS mapping consultant.
- Continue training and education on stormwater management.

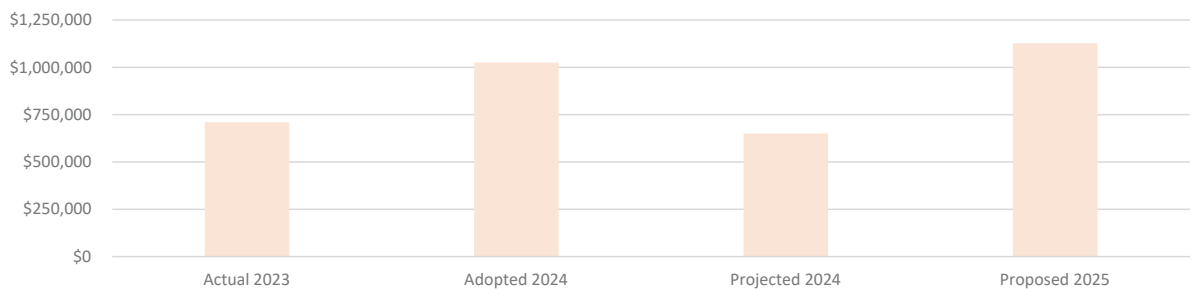
STAFFING	Actual FY 2023	Adopted FY 2024	Projected FY 2024	Adopted FY 2025
Street Maintenance Supervisor	0.5	0.5	0.5	0.5
Utilities Construction Supervisor	0.5	0.5	0.5	0.5
Public Works Crewleader	1	1	1	1
Senior Equipment Operator	2	1	1	1
Equipment Operator	0	2	2	2
Public Works Maintenance Worker	3	3	3	3
<b>Total</b>	<b>7</b>	<b>8</b>	<b>8</b>	<b>8</b>

STAFFING	Class	Range	Actual FY 2022	Adopted FY 2023	Projected FY 2023	Adopted FY 2024
Street Maintenance Supervisor	2901	64	0.5	0.5	0.5	0.5
Utilities Construction Supervisor	2903	64	0.5	0.5	0.5	0.5
Public Works Crewleader	2905	49	1	1	1	1
Senior Equipment Operator	2906	44	2	1	1	1
Equipment Operator	2910	41	0	1	1	2
Public Works Maintenance Worker	2911	37	3	3	3	3
<b>Total</b>			<b>7</b>	<b>7</b>	<b>7</b>	<b>8</b>

### DRAINAGE FUND BUDGET SUMMARY

FUND 45	Actual FY2023	Adopted FY2024	Projected FY2024	Adopted FY2025
<b>Cash &amp; Investments, Beginning</b>	902,148	1,136,873	709,273	649,610
<b><u>Revenues</u></b>				
Drainage Fee Revenues	1,885,904	1,800,000	1,800,000	2,000,000
Penalty Revenues	64,119	52,500	52,500	52,500
Interest Income	51,925	10,000	24,000	20,000
Capital Contribution	-	-	-	-
<b>Total Revenues</b>	<b>2,001,948</b>	<b>1,862,500</b>	<b>1,876,500</b>	<b>2,072,500</b>
<b>Cash &amp; Investments Available</b>	<b>2,904,095</b>	<b>2,999,373</b>	<b>2,585,773</b>	<b>2,722,110</b>
<b><u>Expenses</u></b>				
Drainage Maintenance	807,630	868,319	816,319	824,036
Debt Service	19,857	268,624	268,624	-
Non Departmental	1,005,432	1,012,545	1,026,020	1,238,387
Billing Fee to Water Fund	35,196	35,200	35,200	38,000
Transfer to General Fund	120,000	40,000	40,000	70,000
Transfer to Drainage Capital Project Fund	770,004	200,000	200,000	-
<b>Total Expenses</b>	<b>2,758,119</b>	<b>2,424,688</b>	<b>2,386,163</b>	<b>2,170,424</b>
<b><u>Non-cash adjustments:</u></b>				
Depreciation/Amortization/Other	563,296	450,000	450,000	575,000
<b>Cash &amp; Investments, Ending</b>	<b>709,273</b>	<b>1,024,686</b>	<b>649,610</b>	<b>1,126,686</b>
<b>Increase/(Decrease) in Cash &amp; Investments</b>	<b>(192,875)</b>	<b>(112,188)</b>	<b>(59,663)</b>	<b>477,076</b>
<b>Ending Cash &amp; Investments as a % of Total Expenses (City Policy is 20%)</b>	<b>26%</b>	<b>42%</b>	<b>27%</b>	<b>52%</b>

Drainage Fund Ending Cash and Investments





# **SUPPLEMENTAL INFORMATION**

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

- » FINANCIAL MANAGEMENT POLICIES**
- » FUND STRUCTURE**
- » ACCOUNTING SYSTEM & BUDGET CONTROL**
- » BUDGET PROCESS**
- » LONG-TERM FINANCIAL PLANS**
- » AUTHORIZED POSITIONS**
- » ORGANIZATIONAL CHARTS & DEPARTMENTS DIVISIONS**
- » COMMUNITY PROFILE**

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## City of Haltom City Financial Management Policies

### Purpose

The financial management policies of the City of Haltom City are designed to ensure the financial integrity of the City's government and assist the City in achieving the following objectives:

- Deliver quality basic City services that meet the needs and desires of the citizens.
- Provide a financial base sufficient to maintain or enhance City assets required to support community service demands.
- Adapt to constantly changing needs, desires, and service requirements of the City.
- Prudent and professional financial management practices to assure residents of Haltom City and the financial community that City government is well-managed and in sound fiscal condition.
- Providing cost-effective services to citizens through cooperation with other government entities.
- An adequate capital improvement program that maintains and enhances the public's assets.

### General Goals

#### 1. Audit

- The City will follow a five-year review of an outside (independent) auditor as provided in the City Charter. The auditors must demonstrate breadth and depth of staff necessary to handle the City's audit in a timely manner. The audited financial statements shall be submitted to the City Council within 180 days of the close of the fiscal year.
- In compliance with City Policy, a committee of four (4) members of the City Council will be selected to operate as the City Council Audit Committee. Three of the members are active members, and the fourth serves as an alternate. This committee reviews the financial statements and audit findings with the independent outside auditors and recommends Council action concerning the audited financial statements.

#### 2. Annual/Interim Reporting

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

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

### **3. Staffing**

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

## **Revenue Objectives**

### **1. Revenue System**

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

### **2. Revenue Analysis**

- Monthly reports shall be prepared to compare actual revenues to the budget and to determine the variances and associated corrective action necessary. The monthly reports will be consolidated into quarterly reports and presented to the City Council in open session.

### **3. Fee Schedule**

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

### **4. Administrative/Internal Services**

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

### **5. Franchise Fees**

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

## **Expenditure Objectives**

### **1. Interim Reporting**

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

### **2. Budget Amendments**

- Modifications to the approved annual budget may be made within the following specific guidelines:
  - Modifications within the operating categories (supplies, maintenance, services, and sundry) may be made with Finance Director approval.
  - Modifications within the personnel and capital categories may be made with the approval of the City Manager.
  - Modifications to reserve categories, inter-fund totals, or overall budget increases shall be done only with City Council consent, after a public hearing held in accordance with the City Charter and applicable State law.

### **3. Performance Measures**

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

## **Budget Concepts**

### **1. Balanced Budget**

- The budget should be balanced with current, reoccurring revenues equal to or greater than current, reoccurring expenditures. To accomplish this aim, emphasis will be placed first on identifying opportunities to reduce costs while maintaining service quality, encouraging increased productivity and recovering costs through fees.
- Reserves exceeding the required levels may be used for one-time expenditures. Non-essential services that cannot generate revenues to support some or all operations may be reduced or eliminated.
- Tax increases will be considered only in the event that the above strategies fail to address essential service levels that cannot be reduced.

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

## **2. Planning**

- The City shall prepare a proposed itemized budget for each fund annually with a multi-year outlook. The budget process will be performance-based and focused on goals, objectives, and performance indicators.
- For each capital fund, the annual budget will have a five-year financial plan.

## **3. Revenue Projection**

- Projections of revenues will be realistic, modest and based upon historical trends coupled with current economic conditions.
- Revenues are projected for the current fiscal year, proposed fiscal year. The estimates for outlying years are reviewed annually and revised as needed.

## **4. Expenditures/Expenses**

- All new spending will be analyzed for its impact upon future years. The budget will provide adequate funding for maintenance and replacement of capital plant and equipment.
- The City will avoid budgetary procedures that balance current, reoccurring expenditures at the expense of meeting future years' expenses that may jeopardize the ability to meet expenses in subsequent years.
- Fund balances in excess of policy minimums may be used for capital outlays, contingencies, or one-time expenditures.
- Budgets for the use of bond proceeds will be developed in accordance with the use of proceeds covenant in the bond ordinance.

## **Fund Balance/Operating Position Concepts**

### **1. Required Reserves**

- The City will maintain an unallocated fund balance (cash and investments) to be used for unanticipated emergencies of at least 20 percent of the expenditure budgets of the major operating funds (General, Water & Sewer, Drainage Funds). These monies will be used to avoid cash-flow interruptions, generate interest income, reduce the need for short-term borrowing, and assist in maintaining an investment-grade bond rating.
- All other funds are expected to maintain positive fund balances. Each fund may borrow internally from other City funds to provide cash flow requirements. These loans will be on a short-term basis.

### **2. Use of Surplus**

- It is the intent of the City to use surpluses to accomplish three goals: meeting reserve requirements, avoiding tax or rate increases in ensuing years, and minimizing or avoiding future debt.

## Capital Planning Criteria

### 1. Capital Improvement Budget

- The City will coordinate the development of the capital improvement budget with the development of the operating budget. Future operating costs associated with new capital improvements will be projected and included in operating budget forecasts.
- The estimated costs and potential funding sources for each capital project will be identified before the project is submitted to the City Council for approval.

### 2. Alternative Capital Financing

- The City shall explore funding alternatives in addition to long-term debt including leasing, grants and other aid, developer contributions, capital recovery fees, and current funds.
- Intergovernmental assistance will be used to finance only those capital improvements that are consistent with the Capital Improvement Plan and City priorities, as well as those operating and maintenance costs which have been included in the operating budget.

## Debt Management

### 1. Limits

- The City will strive to limit general obligation annual debt requirements to 25% of general government expenditures. Furthermore, the debt service portion of the tax rate will not exceed \$0.25 per \$100 to service the bonds as approved by the voters in 2010.
- Long-term debt shall not be used for financing current operations. The life of the bonds and/or other debt source shall not exceed the useful life of the asset.

### 2. Required Coverage

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

### 3. Continuing Disclosure

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

### 4. Variable Rate / Floating Rate Debt

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

## Performance Measurement

### 1. Strategic Priorities Evaluation

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

### 2. Departmental Goals and Performance Measures

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

## Conformity

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

## Fund Structure

The accounts of the City of Haltom City are organized on the basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for with in departments (see appendix II), and separated set of self-balancing accounts, which comprise its assets, liabilities, retained earnings/fund balance, revenues, and expenses/expenditures. The various funds are grouped by type in the financial statements.

The operations of each fund are summarized as follows:

### 1. Governmental Fund Types

- **General Fund:** The General Fund is the operating fund of the City. All general tax revenues and other receipts that are not restricted by law or contractual agreement to some other fund are accounted for in this fund. The General Fund records general operating expenditures, fixed charges, and capital improvement costs that are not paid through other funds.
- **Debt Service Fund:** The Debt Service Fund is used to account for monies accumulated for the payment of principal, interest, and related costs of general long-term liabilities paid from taxes levied by the City. This is administered by the Finance Department and considered a Finance function.
- **Special Revenue Funds:** The Special Revenue Funds are used to account for specific revenue sources that are legally restricted to expenditure for specified purposes. Financing is provided by program charges, contributions, hotel occupancy tax, sales tax, and cable franchise fees. See Appendix I for a list.
- **Capital Projects Funds:** The Capital Projects Funds are used to account for the financing and construction of major capital facilities. Financing is provided



primarily by the sale of general obligation or certificate of obligation bonds, sales tax, and transfers from other funds.

## 2. Proprietary Fund Types

- **Enterprise / Business-Type Funds:** This fund type is used to account for the provision of fee-based services to residents of the City. These funds include the Water and Sewer Fund and the Drainage Fund. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, public works administration, environment services, operations, maintenance, financing, and related debt service.

## Accounting and Budgetary Reporting

- **Accounting and Financial Reporting:** Haltom City's accounting and financial reporting system follows the principles established by the Governmental Accounting Standards Board (GASB). An annual audit of the City's system is performed by an independent public accounting firm with the subsequent issuance of a comprehensive annual financial report.
- **Basis of Accounting:**
  - The City's accounting records for the Water and Sewer Fund and the Drainage Fund are maintained on an accrual basis whereby revenues and expenses are recorded in the accounting period in which they are earned or incurred.
  - The remainder of the City's funds are maintained on the modified accrual basis whereby revenue is recorded when measurable and available and expenditures are recorded when the liability is incurred except for interest on general long-term debt.
- **Basis of Budgeting**
  - The financial data throughout this document, for all funds, is presented by using a cash basis of budgeting. This means that expenditures and revenues are measured and forecasted on an inflow-outflow basis for the 12 months that comprise the budget year. Capital outlay, reserves and debt service are included in the Water and Sewer Fund budget as a budgetary control of cash expenditures.
  - Under Generally Accepted Accounting Principles (GAAP), these items will be reported as additions to capitalized assets and as a reduction of a liability, respectively. Certain accounting adjustments based on GAAP will be applied when the City closes its books for the year, but these types of adjustments are not part of the budget presentation. The application of GAAP forms the basis of accounting for the City using the cash, accrual, and modified accrual methods of revenue and expenditure measurement. Where applicable, the effect of these end-of-year adjustments for historical data has been reversed to maintain the cash basis of budgeting consistently throughout the document.

## Budget Process and Long-Term Planning

### 1. Overview

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

## **2. Preparation of the Operating Budget**

- In Early Spring, the Finance Department distributes a budget calendar and other materials to prepare for the upcoming fiscal year. Departments submit budget proposals. During the months of May, June, and July, the City Manager develops the recommended budget based on the policy direction received from Council. The City's Charter requires that the proposed budget be submitted to the Council at least forty-five (45) days prior to the beginning of the fiscal year. This submission normally occurs during mid-July, followed by a series of public budget work sessions between July and August. The first and second readings of the budget ordinance occur at the council meetings in August and/or September. If the city council fails to adopt a budget in final form before the first day of the fiscal year, the city charter requires that the budget proposed by the City Manager shall be deemed to have been adopted.
- In preparation of the proposed budget, each department develops measures, objectives, and details accomplishments for use in the budget. By identifying the goals of the department and compiling past and current workload statistics, the department is able to determine early in the budget process which areas will require future resource adjustments.
- Departments prepare base budget requests to continue the current level of service. Any new projects that the department wants considered for funding are submitted as prioritized budgetary items. The department must also submit a prioritized list of budget reduction options. The consequences of not funding these items must also be provided. A departmental budget request is comprised of a line-item expenditure request that is supplemented with detailed justification. All requests for funding must be related to specific project needs and must be measurable in terms of effectiveness and/or efficiency indicators.

## **3. Public Input in the Budget Process**

- Haltom City Boards and commissions advise the City Council in the development of the annual budget, as needed. The Library Board advises the Council on Library operational and capital needs. The Crime District Board have the authority to review the CCPD annual budgets submitted by Staff and approve the plan prior to Council consideration. The Beautification Boards advise the Council on budget matters pertaining to parks, open spaces, entryways, and other community issues. The various boards and commissions meet in public sessions. All Council

workshops and public hearings concerning the proposed budget are posted meetings open to the public.

**4. Budget Adoption**

- The annual budget adoption requires a public hearing and two readings of the budget ordinance. The City Council votes on the adoption of the budget.

**5. Budget Transfers and Amendments**

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

**6. Long-Term Planning**

- Long-term planning will be based on plans that have been developed and approved such as The Information Technology Plan, The Drainage Improvement Plan, The Belknap Revitalization Plan, The Street Improvement Plan, the Comprehensive Land Use Plan, and the Parks Improvement Plan. The City will also utilize opportunities for rate studies and financial analysis for revenue projections and Long-Term financing plans for its Capital Improvement Projects.

## Appendix I: Special Revenue Funds

This appendix provides a comprehensive list of the Special Revenue Funds that are part of the financial policy. Each fund is associated with the respective administering department to ensure proper management and accountability.

- Crime Control and Prevention District, administered by Police Department.
- Oil and Gas Fund, administered by Finance Department.
- Hotel/Motel Tax Fund, administered by City Manager's Office.
- Court Security Fund, administered by Finance Department and Municipal Court.
- Court Technology Fund, administered by Finance Department and Municipal Court.
- Juvenile Case Manager Fund, administered by Finance Department and Municipal Court.
- Red Light Camera Fund, administered by Police Department.
- Grant Fund, administered by Finance Department and Grantor Departments.
- PEG Fund, administered by Finance Department and Information Technology Department.
- Fire Donation Fund, administered by Fire Department.
- Library Donation Fund, administered by Library.
- Police Forfeiture Fund, administered by Police Department.
- Park Donation Fund, administered by Parks and Recreation Department.
- Park Dedication Fund, administered by Parks and Recreation Department.
- Safe Pathways Fund, administered by Public Works.
- Animal Shelter Fund, administered by Police Department.
- Police Donation Fund, administered by Police Department.
- Police CART Fund, administered by Police Department.
- Tax Increment Reinvestment Zone #1 Fund, administered by City Manager's Office.
- Tax Increment Reinvestment Zone #2 Fund, administered by City Manager's Office.

This list is an integral part of the financial policy, ensuring that each special revenue fund is managed according to its specific purpose and the department responsible for its administration.

## Appendix II: Departmental Fund Allocation

This appendix outlines the allocation of various departments across different types of funds within the financial policy. Each department is categorized according to its association with the General Fund, Special Revenue Fund, Capital Projects Fund, or Business Type Fund.

<i>Department</i>	<i>General Fund</i>	<i>Special Revenue Fund</i>	<i>Capital Projects Fund</i>	<i>Business Type Fund</i>
<i>City Manager's Office</i>	✓			
<i>City Secretary</i>	✓			
<i>City Council</i>	✓			
<i>Finance</i>	✓			
<i>Human Resources</i>	✓			
<i>Planning &amp; Inspections</i>	✓			
<i>Information Technology</i>	✓	✓		
<i>Fleet Services</i>	✓			
<i>Building Maintenance</i>	✓			
<i>Police</i>	✓	✓		
<i>Fire</i>	✓	✓		
<i>Municipal Court</i>	✓	✓		
<i>Public Works</i>	✓		✓	
<i>Streets</i>	✓	✓	✓	
<i>Water &amp; Sewer</i>			✓	✓
<i>Drainage</i>			✓	✓
<i>Parks &amp; Recreation</i>	✓	✓	✓	
<i>Library</i>	✓	✓		
<i>Non-Departmental</i>	✓	✓		✓

In this chart:

- ✓ indicates that the department is associated with the corresponding fund.
- Each row represents a department, and each column represents a fund type.

## MULTI-YEAR FINANCIAL OUTLOOK: HALTOM CITY

### Governmental Activities:

Haltom City's Multi-Year Financial Outlook underscores a strategic and proactive approach to financial management, acknowledging both the successes and challenges posed by the evolving economic landscape. The City has reduced in property tax rates by 17% over the last 10 years while at the same time doubling sales tax revenue, primarily driven by strong commercial and economic growth.

An upcoming contributor to Haltom City's growth is a new 50-acre development to include HMart grocery store and 50 new retail and restaurants sites. Additionally, three Marriot's, each featuring multiple retail and restaurants outlets, is scheduled to start construction in the summer of 2025 while the new Holiday Inn is nearing completion. The Heritage Village Subdivision, comprising 412 new homes, is also nearing full completion. These developments complement ongoing expansions along the IH-820 Corridor, which have added two business complexes, generating new tax-producing industries over the past several years.

City receives a total sales tax rate of 8.25%, with 1.375% allocated to the General Fund, 0.375% for Streets, and 0.25% for the Crime Control and Prevention District. Sales and Use tax for the fiscal year ending in 2024 for the General Fund is up 7% (unaudited) over the budgeted \$13.7 million revenue and is projected to grow to \$14.1 million in fiscal year ending 2025. The City's dedicated sales tax for Streets and Crime Control are also expected to benefit from increased revenue, as well.

In a significant policy shift, the Tarrant Appraisal District (TAD) has adopted a new approach to residential property appraisals. Starting in 2025, TAD will conduct residential appraisals biennially instead of annually. This change aims to provide homeowners with more predictability in property valuations and potentially mitigate the frequency of substantial year-over-year increases. The FY2024-2025 budgeted Ad Valorem anticipates a 6.2% increase in revenue over the yearend \$14.6 million collected (unaudited). The City anticipates a more modest increase in the FY2025-2026 budget with TAD's new policy implemented. To offset the biennial appraisal approach, the City is averaging the expected needs biennially.

### Anticipated Economic Changes Impacting Residential Housing and Inflation:

Several economic factors are expected to influence residential housing and overall inflationary costs in the coming years, including the recent presidential elections:

- **Interest Rates:** The Federal Reserve's monetary policy will play a crucial role in shaping the housing market. While interest rates have been elevated to combat inflation, projections indicate a gradual decline. The federal funds rate is expected to decrease from 4.5% in the fourth quarter of 2024 to 3.6% in the fourth quarter of 2025 according to the Congressional Budget Office "An update to the Economic Outlook: 2023 to 2025". Lower interest rates could enhance housing affordability and stimulate market activity

- **Inflation Trends:** The same Congressional Budget Office reported inflation is projected to gradually decline over the next few years. Growth in the price index for personal consumption expenditures (PCE) is expected to slow from 2.6% in 2024 to 2.2% in 2025. This moderation in inflation may alleviate some cost pressures on households and businesses.
- **Housing Market Dynamics:** The Dallas-Fort Worth (DFW) area is anticipated to continue to be a leading real estate market in 2025, driven by robust economic growth and population increases according to “Dallas Housing Market: Prices, Trends, Forecast 2024-2025” November 12, 2024, statistics by Norada Real Estate Investments. However, housing prices are expected to experience modest adjustments, with forecasts indicating slight declines in the near term.
- **Economic Growth:** The U.S. economy is projected to grow steadily, with real Gross Domestic Product (GDP) increasing by 1.1% in 2024 and 2.0% in 2025. This growth is expected to support employment and income levels, contributing to housing demand according to the Congressional Budget Office.

The City Council’s remains committed to attracting and retain high-quality staff and avoid falling behind in employee compensation standards. Operational expenses, such as vehicle and information technology replacements, are re-evaluated annually in decision packages and one-time expenses will be considered for efficiency gains as revenues continue to trend favorably. Given the potential economic shifts with neighboring cities and services to our citizens, future adjustments may be considered based on economic indicators.

Addressing critical facility and infrastructure needs is a long-term goal. The City has structured debt capacity to fund these needs without increasing property taxes, leveraging the benefits of new commercial and residential growth. Lowering the property tax rate demonstrates a commitment to broadening the tax base, lessening the burden on citizens. Building reserves remains a priority, providing a financial buffer during unforeseen events allowing an emphasis on sustainability.

**MULTI-YEAR FINANCIAL OUTLOOK  
GENERAL FUND**

	Adopted 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029
Fund Balance, Beginning	41,283,379	37,094,904	32,378,926	27,752,395	22,585,861
<b>REVENUES</b>					
Property Taxes	\$15,501,169	\$15,656,181	\$16,438,990	\$16,603,380	\$17,433,549
Sales & Other Taxes	14,079,000	14,642,160	15,227,846	15,836,960	16,470,439
Franchise Fees	4,226,000	4,143,137	4,061,899	3,982,254	3,904,171
Licenses & Permits	1,056,520	1,088,216	1,120,862	1,154,488	1,189,123
Charges For Services	1,722,050	1,773,712	1,826,923	1,881,731	1,938,182
Fines and Fees	918,900	923,495	928,112	932,753	937,416
Other Revenues	1,363,425	1,404,328	1,446,458	1,489,851	1,534,547
Transfers	1,910,976	1,968,305	2,027,354	2,088,175	2,150,820
<b>Total Revenues</b>	<b>\$40,778,040</b>	<b>\$41,599,533</b>	<b>\$43,078,444</b>	<b>\$43,969,591</b>	<b>\$45,558,247</b>
Percent increase/(decrease) from previous year	6.8%	2.0%	3.6%	2.1%	3.6%
<b>EXPENDITURES</b>	<b>\$44,966,515</b>	<b>\$46,315,510</b>	<b>\$47,704,976</b>	<b>\$49,136,125</b>	<b>\$50,610,209</b>
Percent increase/(decrease) from previous year	1.8%	3.0%	3.0%	3.0%	3.0%
Revenues Over/(Under) Expenditures	(4,188,475)	(4,715,978)	(4,626,531)	(5,166,534)	(5,051,962)
Reserved (i.e. Encumbrances, Prepaids etc..)	(14,170,353)	(10,900,272)	(8,384,824)	(5,989,160)	(4,277,972)
<b>ENDING FUND BALANCE</b>	<b>22,924,551</b>	<b>21,478,655</b>	<b>19,367,570</b>	<b>16,596,701</b>	<b>13,255,927</b>
Fund Balance Target (20% Expenditures)	\$8,993,303	\$9,263,102	\$9,540,995	\$9,827,225	\$10,122,042
Percent of current year Expenditures	51%	46%	41%	34%	26%



### Business-like Activities:

The Water and Sewer Fund is a significant contributor to the city's overall services. Haltom City purchases water and sewer treatment from our neighboring City of Fort Worth, as do many of the surrounding cities. The current year's 3.5% increase water rates and 2.76% increase for sewer reflect Fort Worth's wholesale rate increases, implemented as a pass-through. To support essential upcoming drainage projects, a 6.5% stormwater fee increase was implemented. Projected rate increases of 3% annually from FY2025 to FY2028 are designed to align with service costs and ongoing capital improvements. To ensure sustainability, the City collaborates with experts for annual rate analysis, forecasting, and adjustments. Additionally, contracted solid waste services saw a 5% increase, while a 10% reduction in the cost of 65-gallon recycling bins was introduced to encourage more residents to participate in recycling efforts.

Haltom City's Multi-Year Financial Outlook showcases a proactive and balanced approach to fiscal management. Prioritizing revenue growth, responsible expenditure, employee compensation, infrastructure needs, and debt management, strategically positions the city for continued financial stability and service excellence. The City is also committed to building reserves ensuring resilience during economic uncertainties characterized by foresight, adaptability, and a commitment to both fiscal responsibility and community well-being.

#### MULTI-YEAR FINANCIAL OUTLOOK WATER AND SEWER FUND

	Adopted 2025	Projected 2026	Projected 2027	Projected 2028	Projected 2029
Fund Balance, Beginning	11,172,777	10,379,556	10,175,054	10,607,559	11,418,252
<b>REVENUES</b>	\$28,125,800	\$29,532,090	\$31,008,695	\$32,249,042	\$33,216,514
Percent increase/(decrease) from previous year	8.0%	5.0%	5.0%	4.0%	3.0%
<b>EXPENDITURES</b>	\$31,419,021	\$32,361,592	\$33,332,439	\$34,332,413	\$35,465,382
Percent increase/(decrease) from previous year	-4.4%	3.0%	3.0%	3.0%	3.3%
Revenues Over/(Under) Expenditures	(3,293,221)	(2,829,502)	(2,323,745)	(2,083,370)	(2,248,869)
Non-cash adjustments:					
Depreciation/Amortization/Others	2,500,000	2,625,000	2,756,250	2,894,063	3,038,766
<b>ENDING FUND BALANCE</b>	10,379,556	10,175,054	10,607,559	11,418,252	12,208,149
Fund Balance Target (20% Expenditures)	\$6,283,804	\$6,472,318	\$6,666,488	\$6,866,483	\$7,093,076
Percent of current year Expenditures	33%	31%	32%	33%	34%
Fund Balance Target (20% Expenditures)					

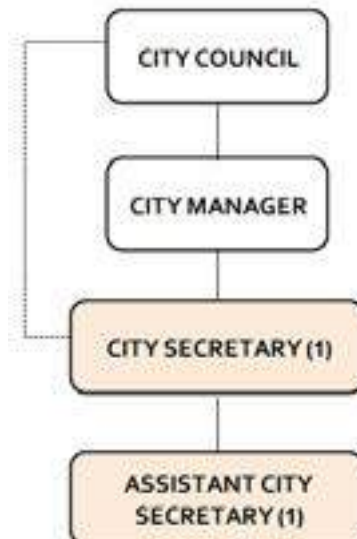
AUTHORIZED POSITIONS					
GENERAL FUND	FISCAL YEAR				DIFFERENCE 2024 to 2025
	2022	2023	2024	2025	
City Manager's Office	2.0	2.0	2.0	3.0	1.0
City Secretary	2.0	2.0	2.0	2.0	0.0
City Council	0.0	0.0	0.0	0.0	0.0
Finance	6.0	6.0	6.0	6.0	0.0
Human Resources	4.0	4.0	4.0	5.0	1.0
Planning	12.0	12.0	12.0	12.0	0.0
Information Technology	6.0	6.0	6.0	6.0	0.0
Fleet Services	4.0	4.0	5.0	5.0	0.0
Building Maintenance	2.0	2.0	3.0	3.0	0.0
Animal Services	5.0	5.0	5.0	5.0	0.0
Police	82.0	82.0	82.0	82.0	0.0
Fire	59.0	58.0	58.0	58.0	0.0
Emergency Management	0.0	4.0	4.0	4.0	0.0
Municipal Court	6.0	6.0	5.0	5.0	0.0
Street & Drainage	12.5	12.5	12.5	12.5	0.0
Parks & Recreation	23.0	23.0	23.0	23.0	0.0
Library	10.0	10.0	10.0	10.0	0.0
<b>Total General Fund</b>	<b>235.5</b>	<b>238.5</b>	<b>239.5</b>	<b>241.5</b>	<b>2.0</b>
<b>OTHER FUNDS</b>					
Crime Control & Prevention District*	6.0	6.0	6.0	11.0	5.0
Water and Sewer	45.5	49.5	49.5	50.5	1.0
Drainage	7.0	7.0	7.0	7.0	0.0
<b>Total Other Funds</b>	<b>58.5</b>	<b>62.5</b>	<b>62.5</b>	<b>68.5</b>	<b>6.0</b>
<b>TOTAL ALL FUNDS</b>	<b>294.0</b>	<b>301.0</b>	<b>302.0</b>	<b>310.0</b>	<b>8.0</b>

### Organization Charts by Departments

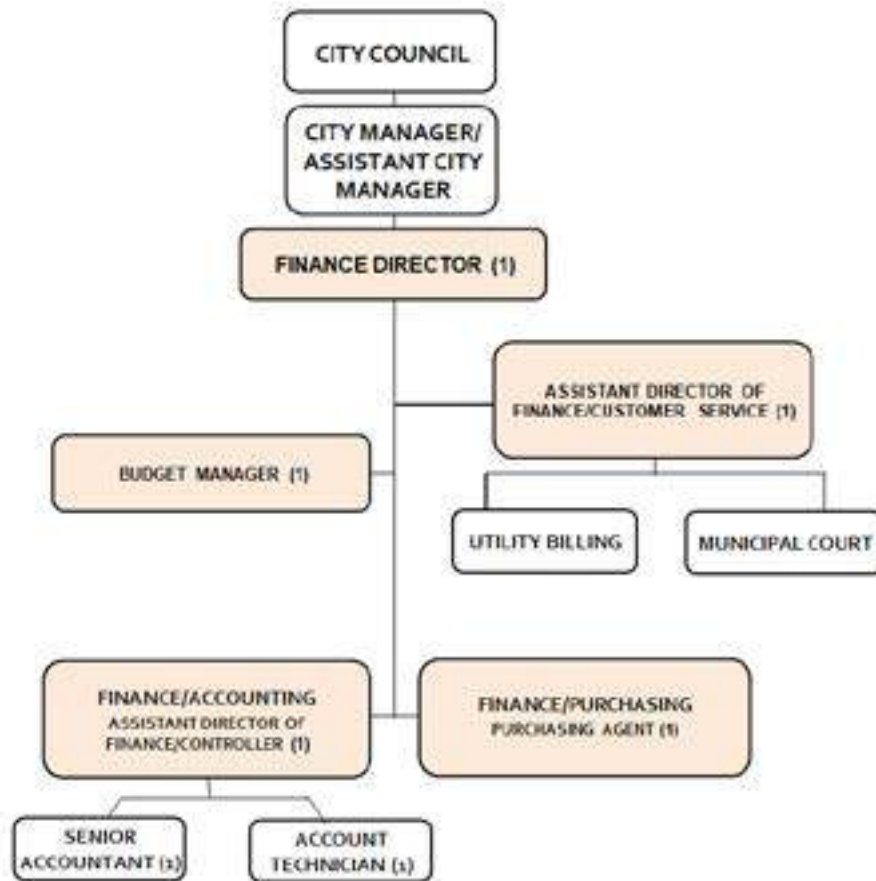
#### City Manger's Office



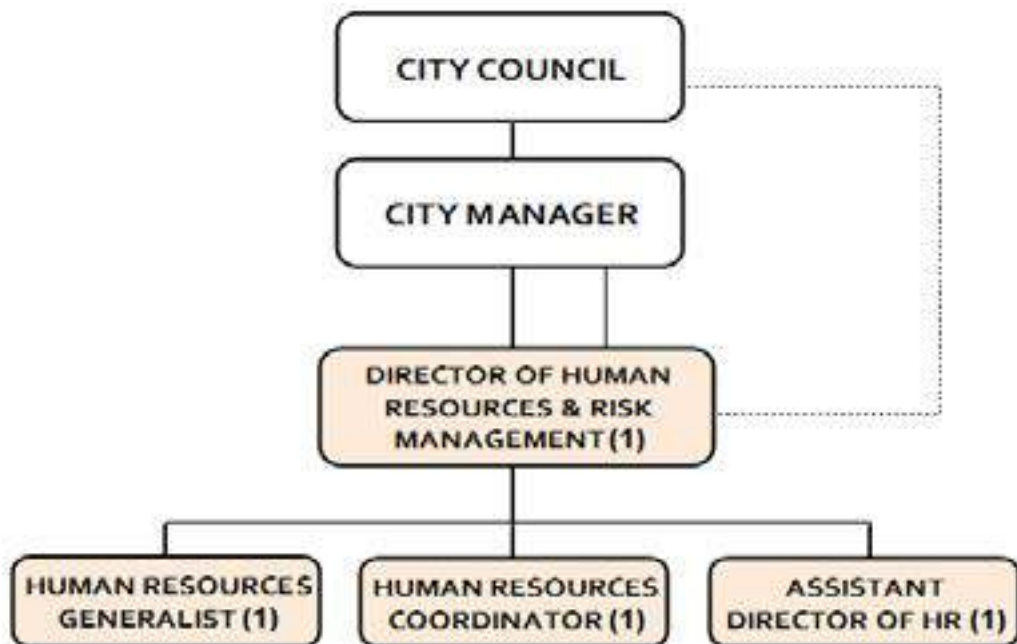
#### City Secretary



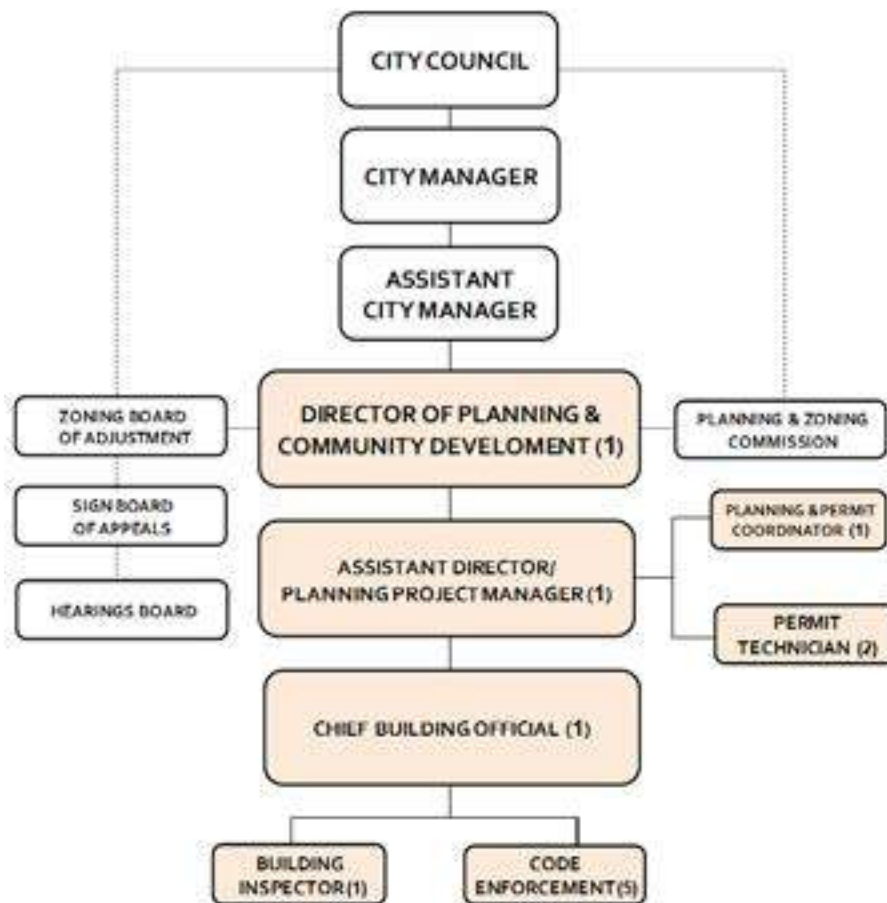
## Finance



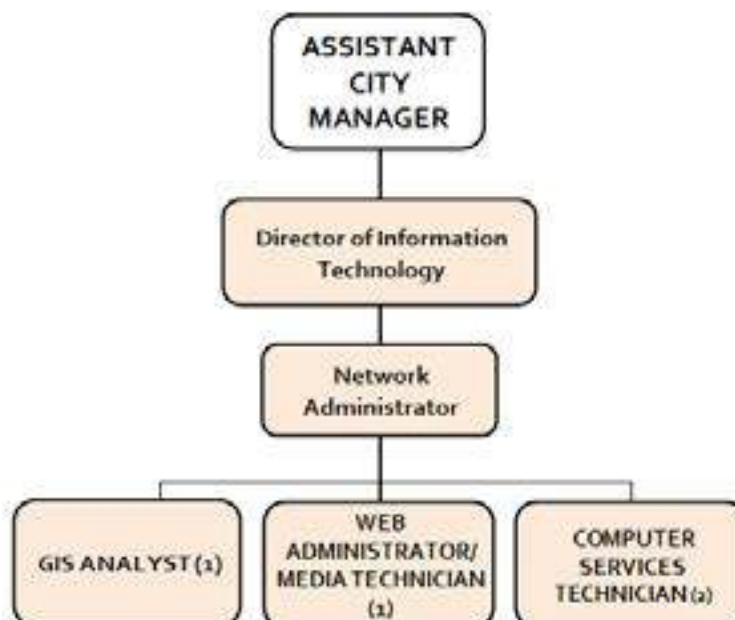
## Human Resources



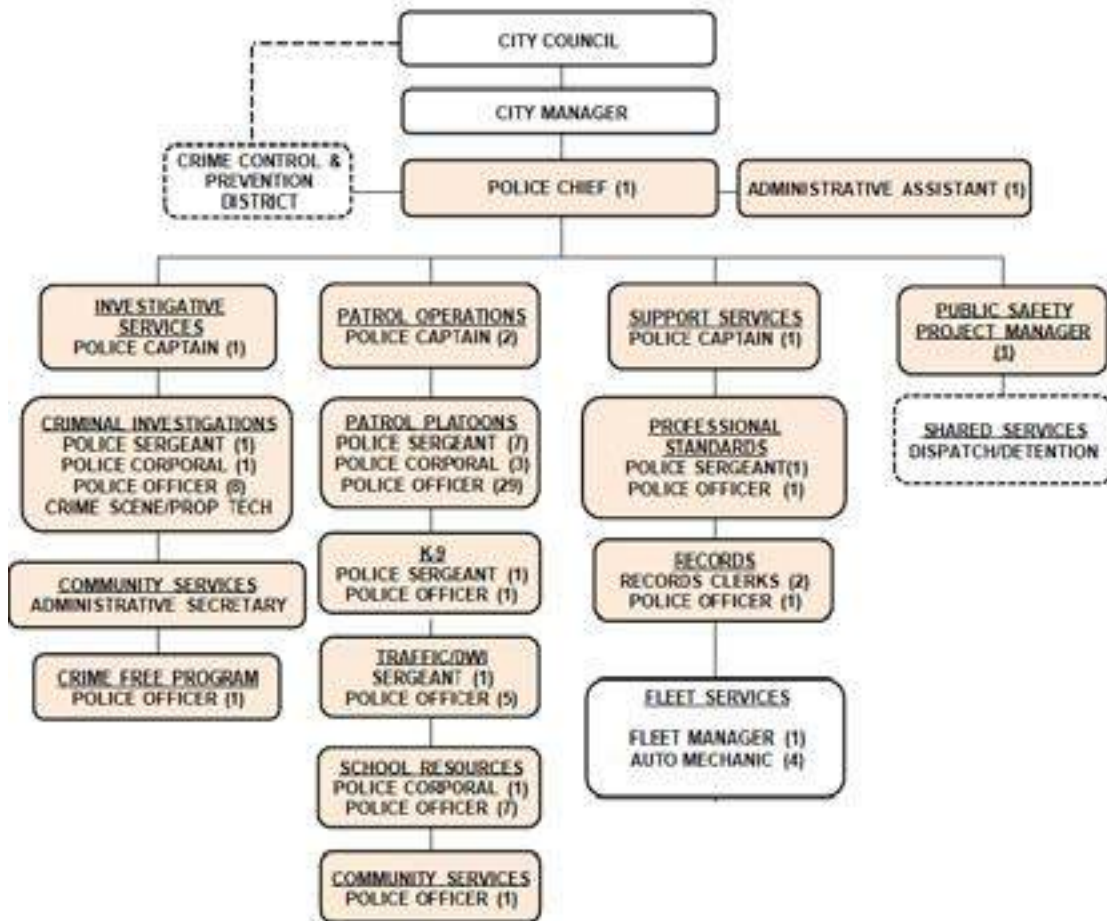
## Planning and Development



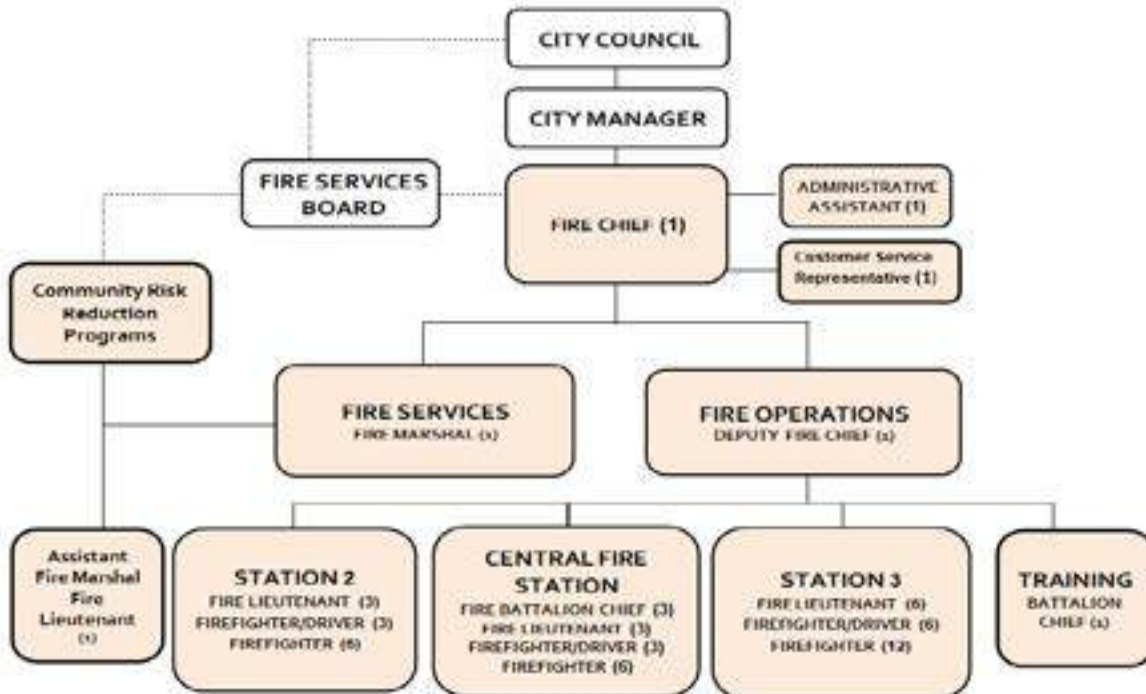
## Information Technology



## POLICE DEPARTMENT



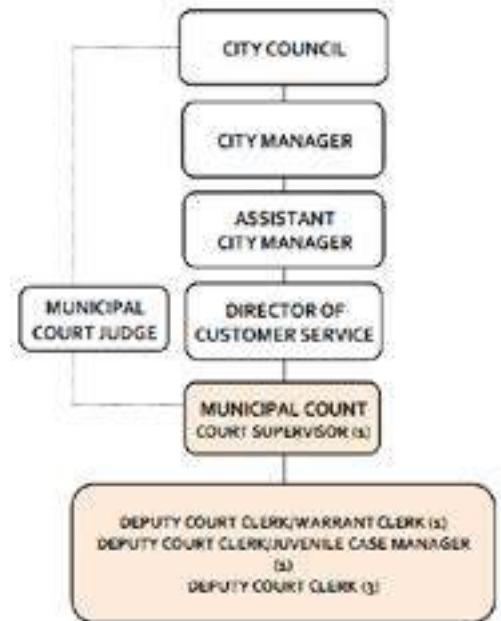
## Fire Department



## Emergency Management



## Court

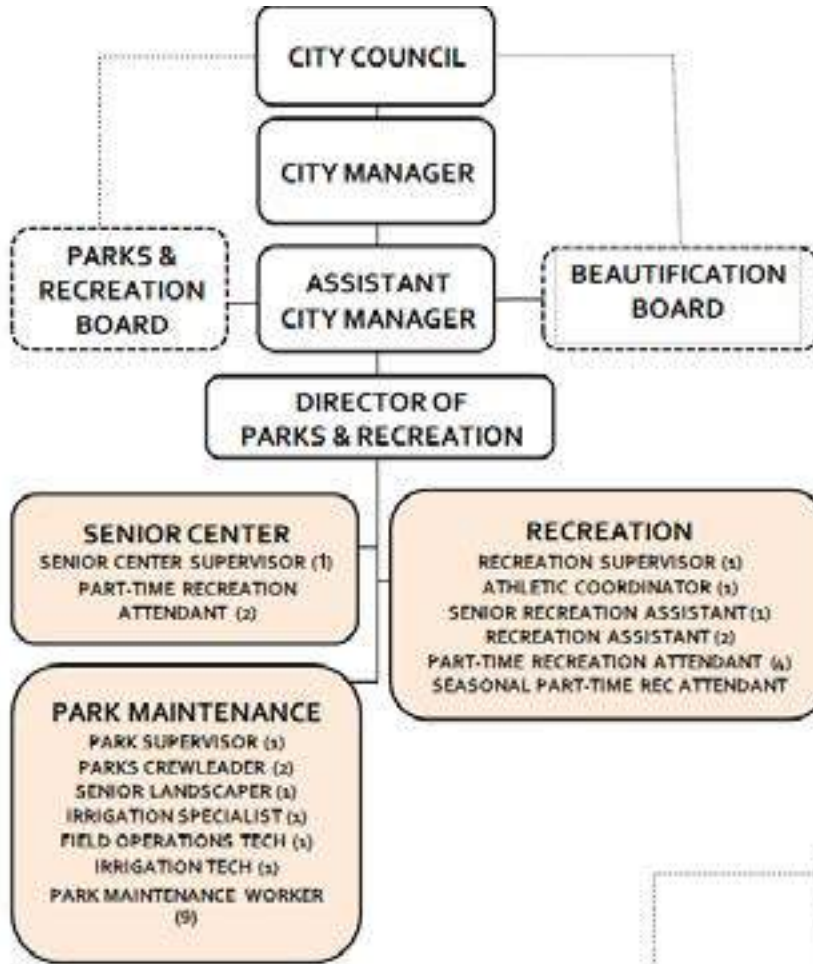


## Street & Drainage

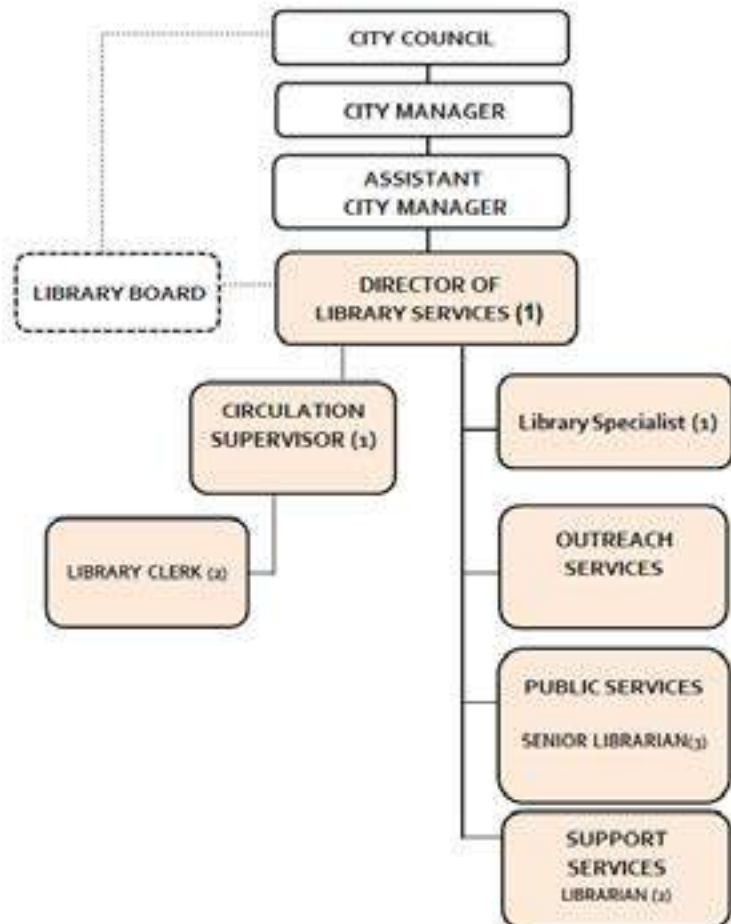




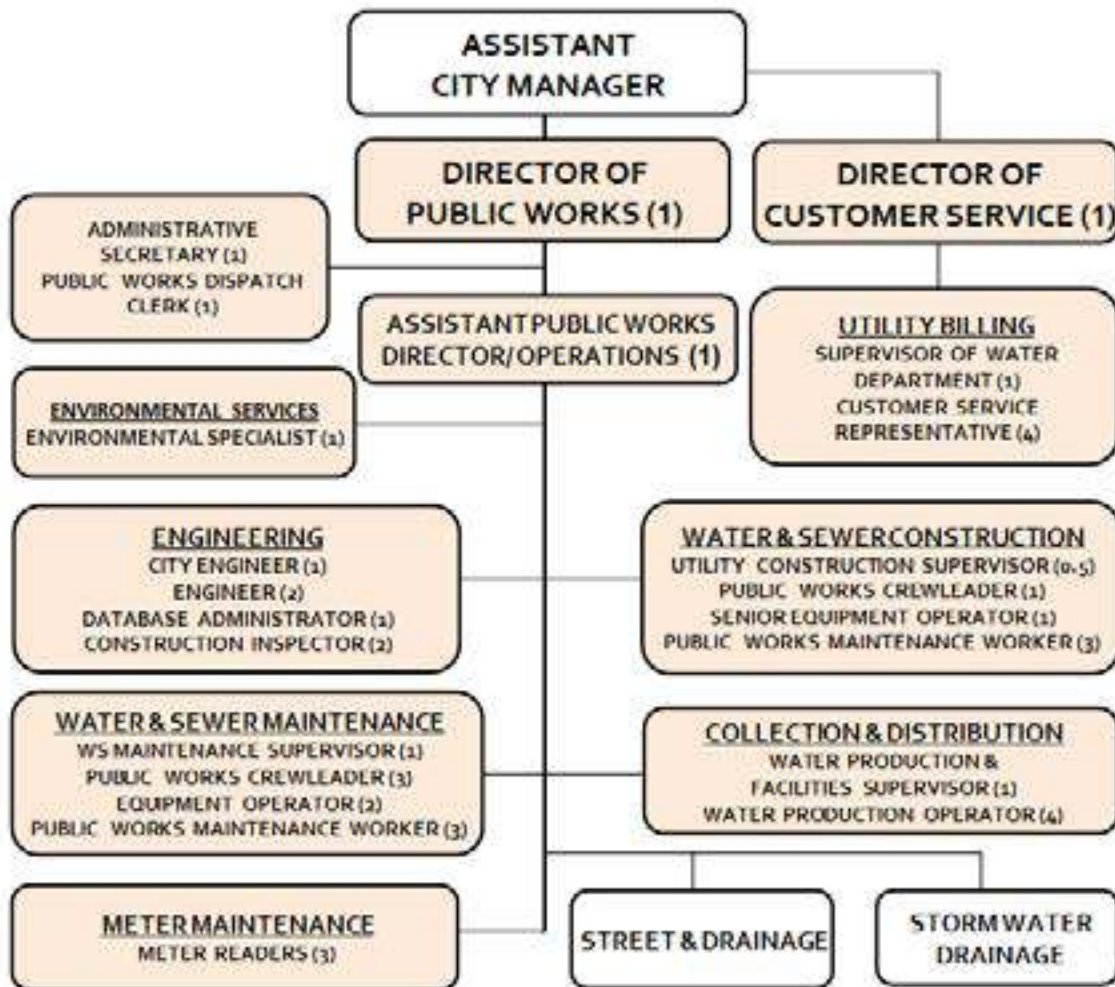
## Parks & Recreation



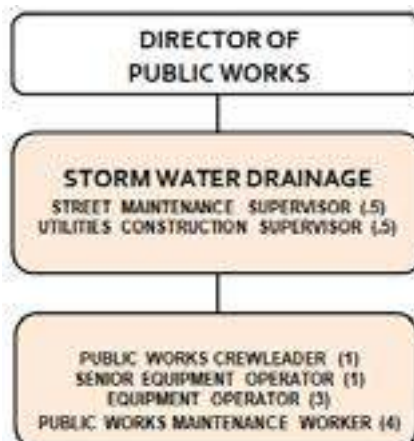
## Library



## Water and Sewer Fund



## Drainage Maintenance





## Community Profile

Date of Incorporation as Combined City	1950
Form of Government	Council/Manager
Area	12.4 square miles
Miles of streets	172 miles
Number of streetlights	1,730

### People

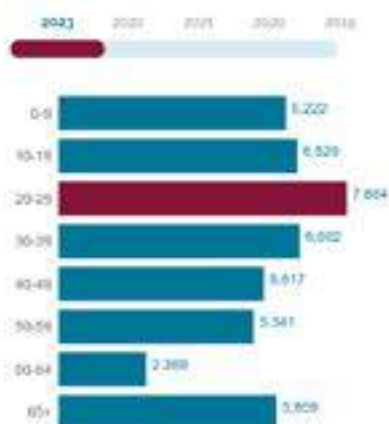
The total population of Haltom City is 48,657. The median age is 32.49.

48,657

Total Population



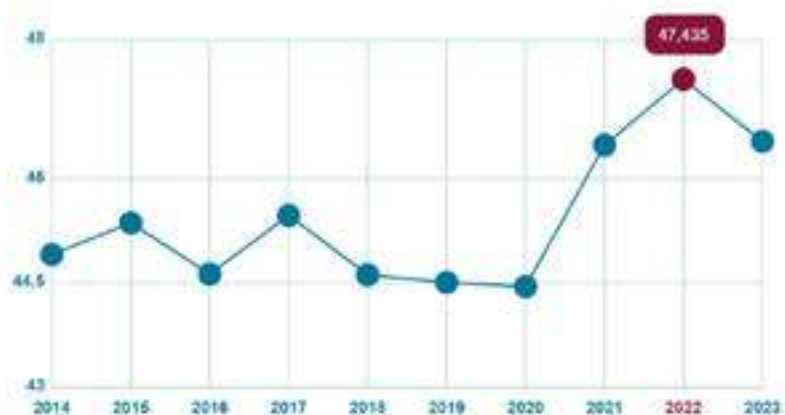
### Age Distribution



### Median Age

32

### Population Growth in thousands



## Educational Attainment

21.59% of the population in Haltom City have an associate's degree or higher. 77.44% have a high school degree or higher.



< Grade 9

**11.56%**



Grade 9-12

**11%**



High School

**38.32%**



Some College

**17.53%**



Assoc Degree

**7.44%**



Bach Degree

**10.29%**



Grad Degree

**3.86%**



offer associate's Degree or Certificate



offer Bachelor's Degree or Higher

## Labor Force

Haltom City has a labor force of 25,699 people, with an unemployment rate of 3.6%.

**25,699**

Labor Force

**3.6%**

Unemployment Rate

## Talent

What are the largest job counts by occupation?



Total Employees

**16,728**



The work distribution of total employees in Haltom City is



**40%**

Blue Collar



**59%**

White Collar

Total Establishments

**1,923**



What are the top industries by jobs?



How many employees do businesses in Haltom City have?



## Income and Spending

Households in Haltom City earn a median yearly income of \$58,153. 23.11% of the households earn more than the national average each year. Household expenditures average \$57,862 per year. The majority of earnings get spent on Shelter, Transportation, Food and Beverages, Health Care, and Utilities.

### \$58,153

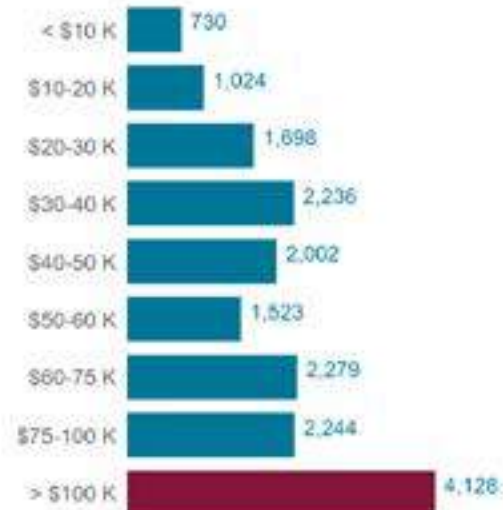
Median Household  
Income

**27%** less than the county

**24%** less than the state

**27%** less than the nation

### Income Distribution



How do people spend most of their money?  
PER HOUSEHOLD



### \$57,862

Median Household Expenditure

Transportation

0000

Residents spend an average of 24 minutes commuting to work. Haltom City is served by 41 airports within 50 miles. Rail can be accessed within the community. Interstates can be accessed within the community.



24min

Commute Travel Time



0 + 41(+50 miles)

Airports in Community



Interstate

In Community



Freight Rail

In Community



**Hospitals/Medical Centers near Haltom City:**

North Hills Hospital (about 5 miles)

HealthSouth Rehabilitation Center (about 6 miles)

Baylor Scott & White Health in Fort Worth (about 7 miles)

Texas Health Harris Methodist Hospital Fort Worth (about 7 miles)

Cook Children's Medical Center in Fort Worth (about 8 miles)

**Airports certified for carrier operations nearest to Haltom City:**

Fort Worth Meacham International (about 6 miles)

Fort Worth NAS JRB/Carswell Field (about 12 miles)

Fort Worth Alliance (about 12 miles)

Fort Worth Spinks Airport (about 20 miles)

**Other public-use airports nearest to Haltom City:**

Saginaw (about 7 miles)

Hicks Field (about 12 miles)

Sycamore Strip (about 15 miles)

Dallas/Fort Worth International Airport (about 17 miles)

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

ATI Career Training Center (about 2 miles)

Texas Christian University (about 9 miles)

Southwestern Baptist Theological Seminary (about 11 miles)

Tarrant County College (about 6 miles)

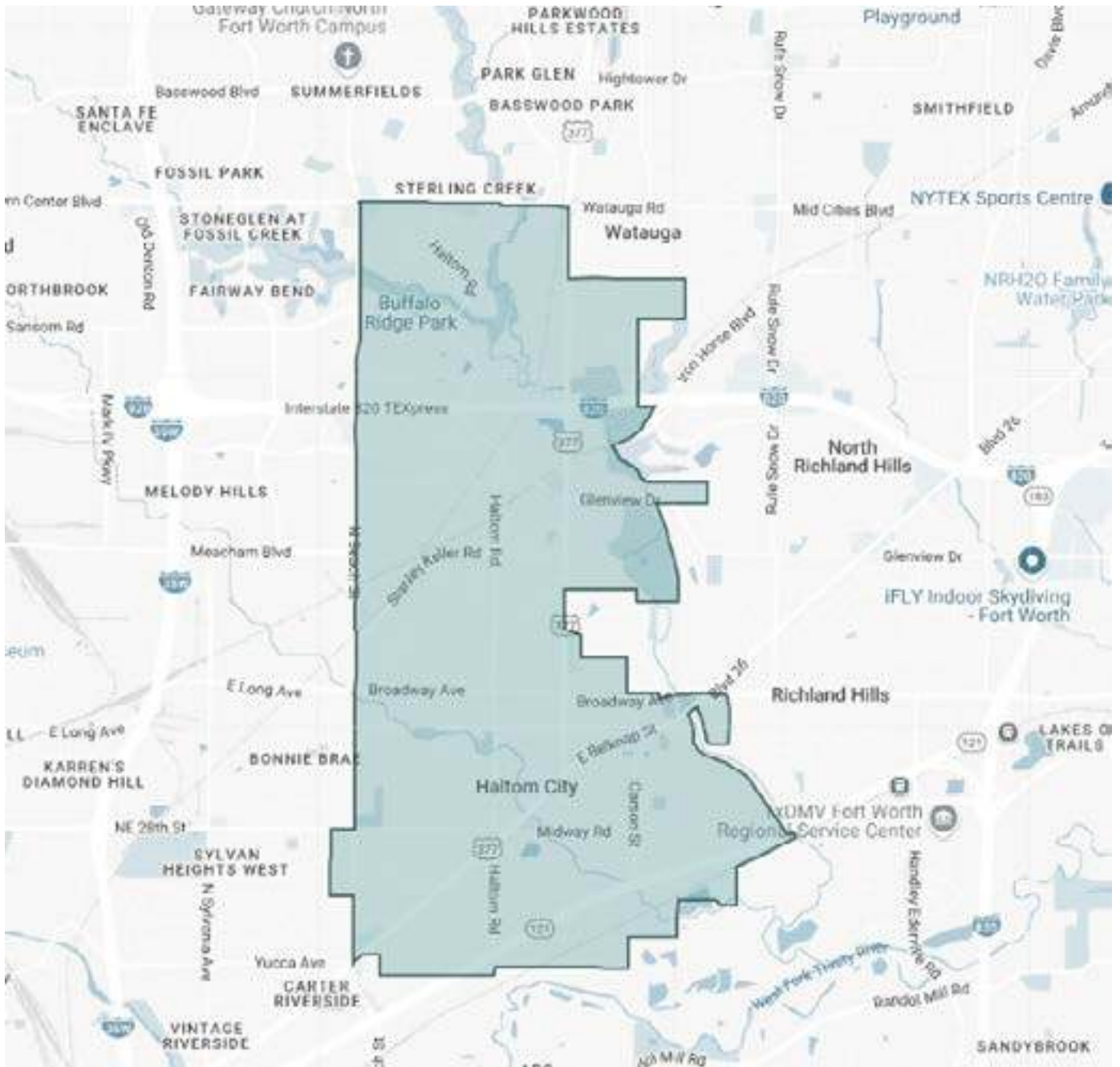
Texas Wesleyan University (about 7 miles)

The University of Texas at Arlington (about 11 miles)

North Lake College (about 21 miles)

University of Dallas (about 22 miles)

University of North Texas (about 33 miles)





**Past Mayors**

1945 - 1947	Leon Rhineheart
1947 - 1953	J.C. Gunter
1953 - 1955	Virgil Goodman
1955 - 1957	Robert R. Black
1957 - 1963	J.C. Gunter
1963 - 1965	Marvin L. Ward
1965 - 1971	Virgil M. Daniels
1971 - 1984	Johnnie B. Lee
1984 - 1991	Jack O. Lewis
1991 - 1993	Charles Womack
1993 - 1995	Trae Fowler
1995 - 1999	Gary Larson
1999 - 2001	Nancy Watkins
2001 - 2006	Calvin White
2006 - 2011	Bill Landford
2011 - 2015	Richard Hutchison
2015 - 2019	David Averitt

## HISTORICAL OVERVIEW

Haltom City, whose municipal boundaries include the first Tarrant County seat of Birdville, is located near the geographic center of the county. Haltom City's land area extends three to six miles northeast of downtown Fort Worth. It is surrounded on the northwest, west, and south by Fort Worth city limits; on the east by Richland Hills and North Richland Hills; and on the northeast by Watauga. It is bisected by Big and Little Fossil Creeks and borders the Trinity River flood plain on the south. The city is situated in an area which was once rolling grassland.

Established from a ranching and farming community, Haltom Village was founded in 1932 and named to honor G. W. Haltom (1872-1944), a Fort Worth jeweler whose family ranch holdings comprised much of the new area. Gradual growth was due in part to Haltom's Meadow Oaks Corporation and the bisection of the village by major new highways affording easier access to Fort Worth, northeastern Tarrant County and Dallas. Also in 1932, the routing of State Highways 10 (E. Belknap Street) and 121 one-quarter mile south of the old Birdville business district presented local business leaders with a momentous decision regarding the future of their businesses and property investments. Most businesses chose to relocate, in order to take advantage of greater convenience and accessibility for customers, increased traffic flow, and a chance to build anew.

Haltom City was originally incorporated on August 22, 1944. On July 3, 1950 Haltom City and the City of Oak Knoll consolidated under the name of Haltom City. Since 1950 the City has gradually expanded, annexing Garden of Eden, Meadow Oaks, East Ridge and, in 1955, unincorporated portions of Birdville. Haltom City elected Home Rule Charter with a city manager, mayor and council form of government on October 10, 1955.

The City purchased the complete water systems (3,975 customer accounts) serving the entire City on August 21, 1952 and has provided water and sewer services since that time. Today the city is traversed by five major roads: State Highway 121-Airport Freeway; State Highway 183-Northeast 28th Street-Midway Road; U. S. Highway 377-E Belknap

Street-Denton Highway; Loop 452-Grapevine Highway 26; and Northeast Loop 820. The historic name of Birdville is carried on in the names of two churches, a cemetery, two roads, an independent school district, and in the memories of its residents.



First encroachment into the Birdville vicinity occurred as early as the spring of 1840, when Captain Jonathan Bird and 20 three-month service Texas Rangers from Lamar and Red River Counties were sent into the frontier by General Sam Houston. Their mission was to establish a fort, make the area safe for settlement, and guard the area from Indian attacks to the north and west. Bird's Fort was situated about twelve miles southeast of Birdville and six miles north of Arlington on the north bank of the Trinity where Calloway's Lake is located. In 1841, General Edward H. Tarrant led a successful militia force against an Indian encampment at present-day Arlington in the Battle of Village Creek. Such action served notice to hostile tribes along the frontier that a peace treaty was advisable. General Houston, Indian Commissioners and several early settlers and trappers signed and witnessed a treaty at Bird's Fort on September 29, 1843, with the chiefs of nine tribes. Soon after this, the fort was abandoned. Settlements gravitated around a few homesteads, water sources and trading posts. On June 6, 1849, Camp Worth was established by General Ripley A. Arnold and his troops nine miles west of Birdville on a bluff overlooking the confluence of the West Fork and the Clear Fork of the Trinity River. Named to honor Brigadier General William Jennings Worth, the new outpost offered welcome protection to fledgling settlements around Birdville and Denton until

1853, when the troops were sent to Fort Belknap. Birdville in 1849 had an estimated fifty people in town surrounded by scattered farms and ranches. Roads radiated out to Johnson Station, Dunneville (now Grapevine), Dallas and new settlements springing up on the prairie around Fort Worth.

In an effort to obtain self-government, some one hundred area residents petitioned the State Legislature for a new county and elected temporary county officials. On December 20, 1849, the Texas Legislature created the new county, and called it Tarrant in honor of General E. H. Tarrant. Tarrant County consisted of parts of Navarro County and Peter's Colony. Birdville area resident Ed Terrell offered his log cabin for an election polling site to choose the new county seat and to elect officers who would succeed the temporary persons appointed the preceding December, 1849. The election, on August 5, 1850, was won by Birdville. Tarrant County in 1850 had a population of 599 whites and 65 slaves, and covered 877 square miles.



The permanent courthouse was never completed because in November, 1856, in a highly contested special election, Fort Worth won the county seat by a margin of three to thirteen votes (the official count varies). Jubilant Fort Worth citizens took the county records, equipment, and furniture back to Fort Worth for deposit in their own temporary courthouse. All early Tarrant County records were later lost in a courthouse fire on March 29, 1876.

Birdville, until 1856, had the Monday county court sessions and the associated commercial benefits. It also had two newspapers, the Birdville Western Express, with John J. Courtney as its editor; and The Birdville Union, with Colonel A. G. Walker as its editor. Walker killed Courtney in a shoot-out stemming from disagreements concerning the elections and states' rights regarding slavery.

Haltom City's population was reported at 107 in 1930 and at 40 with seven businesses in 1936, just four years after the business district moved south to the new location. In 1950, the population rose to 3,000 within an incorporated area of four-square miles, and in 1960 to 23,000, the result of continuing growth and annexations.



The First Tarrant County Courthouse was a wood-frame structure located in the vicinity of the present-day W.G. Thomas Coliseum. An eighty-acre tract, bounded by Walker, Carson and Broadway Streets, was donated by George Akers and William Norris in August, 1851, for the erection of county buildings. A plat of the new town drawn the same year depicts 12 city blocks, including a public square. Bonds valued at \$17,000 were issued to insure completion of the construction work by W. S. Suggs and others. Bricks were collected and a foundation excavated. The first annual jury list drawn up at Birdville's temporary courthouse in 1855 by District Clerk William Quayle showed 280 men qualified to serve.



Haltom City continued to grow through the 1960's and the City's population reached 28,000 by 1970. Growth during the 1970's was more modest as developments to the east around the Dallas-Fort Worth airport drew residential and commercial development.

Haltom City was rediscovered as a place to live in the 1980's. Despite the recession of the early 1980's and the real estate bust of the late 1980's Haltom City grew from 29,000 in 1980 to nearly 33,000 in 1990. The north end of town, north of Loop 820 became a focal point of real development in the 1990's and the population in the City climbed to 39,000 in 2000.

Today the City is home to an estimated 43,168 residents and some 3,468 businesses. Estimates by demographic experts are that the City is 88% developed and should achieve build-out prior to 2030. The population at build out is estimated to reach 44,000.

The composition of the population has changed markedly over the years. For much of its early history Haltom City was primarily white. Since the more recent growth spurt of the past 25 years the demographics have changed. The 2010 Census indicates Hispanics make up 39% of the population and Asians another 8%. African-Americans comprised 4% of the population and whites 47%.

City is the Sara Lee (Hillshire Brands) plant responsible for the State Fair Corndogs and Medtronic, a major medical supplier. Today, Haltom City is the location of a rapidly growing Asian community and a vibrant Asian commercial district, which is redeveloping Belknap Street on the south side of Haltom City.

Haltom City, by virtue of its strategic location in Tarrant County, is attractive for new development and redevelopment. The City created the Haltom City Economic Development Corporation in 1995 in order to provide for cultural, recreational and economic opportunities. The City was also a founding member of the Northeast Tarrant County Chamber of Commerce in 1968. The Chamber, located in Haltom City, works for business development in Haltom City, North Richland Hills, Richland Hills and Watauga.

In 2006 the City engaged a firm to assist in the creation of a redevelopment plan for the Belknap Street Business Corridor. This community focused effort will include participation by businesses along Belknap as well as nearby residents in order to develop a vision for a revitalized business sector. The master plan was completed during 2007 and continued through review by Boards, Commissions and the City Council during 2008. The plan is now a component of the City's 2009 Comprehensive Land Use Plan (CLUP). In FY2013 the realignment of the intersection of Belknap and Denton Highway will enhance the traffic patterns in the corridor and create new redevelopment opportunities.

The long-awaited expansion of Loop 820 presents for Haltom City a unique opportunity for new development in the last large open space in the City has completed in FY2017. Improved access from the widening project will make the property on both the north and side sides of the highway attractive for development. Business campuses are envisioned for the area along with a possible town center. New exciting additions to the Loop 820 corridor include High Pointe Development, Grand on Beach, Haltom City Business Park and two Marriott Flag Hotels.

**CURRENT BOARDS AND COMMISSIONS**

Approximately 86 volunteers serve on 14 boards and commissions. These committees were created either by City Code, City Ordinance, or Resolution. The responsibilities, powers, terms of office, membership size, qualifications and meeting schedules vary for each board and commission.

The City Council seeks nominations of citizens interested in serving as vacancies arise. Information regarding the duties and responsibilities of the boards and commissions and how to apply for a position on a board or commission can be obtained through the City Secretary's Office.

**ANIMAL ADVISORY COMMITTEE**

The purpose is to assist the city in complying with the requirements of V.T.C.A., Health and Safety Code Ch. 823, which regulates the operation of local government animal shelters. The Animal Advisory Committee consists of five members nominated and appointed by the city council at large. One member is a licensed veterinarian, one member a municipal official, one member represents an animal welfare organization, one member has duties that include the daily operation of an animal shelter, and the fifth member is a citizen of the city. The committee holds meetings at least three times a year.

**ADVISORY BEAUTIFICATION AND REVITALIZATION BOARD**

The purpose of this board is to confer with council and staff and to assist in the development and execution of beautification, cleanliness, and revitalization programs within the city and to encourage participation in an ongoing effort. The responsibility of the board is to communicate with the residents of the city various means in which to improve the city's image through methods and projects presented and developed by the board. There are 8 members and the board meets on the third Monday of each month at 7 p.m. in City Hall.

**CIVIL SERVICE COMMISSION**

The Civil Service Commission consists of three citizens who meet specific criteria in their years of residency, age, and prior elective office service. The members are directed to administer the civil service ordinance and when sitting as a board of appeals for a suspended or aggrieved employee, they are to conduct such hearing fairly and impartially and are to render a fair and just decision, considering only the evidence presented before them in such hearing. Members are considered to be officers of the City of Haltom City, are appointed by the Mayor for three-year terms, and the Commission meets as needed.

**CRIME CONTROL AND PREVENTION DISTRICT**

The major purpose of the Crime Control and Prevention District Board is to combat, reduce, and prevent crime within Haltom City. The CCPD administers the expenditures of the ¼ cent crime tax that was approved by the voters in 1995. The board is also responsible for assembling a budget for each fiscal year. Resolution No. R-2006-002-01 removed the membership of the City Council as the Board of Directors and allows citizens of Haltom City to be appointed by the City Council. Members are considered to be officers of the City of Haltom City.

**CITIZENS BOND ADVISORY COMMITTEE**

The Committee serves in an advisory capacity to assist the City Council in determining what specific projects serve in the best interest of the community for the spending of bond election funds. The committee is not a standing board or commission and is active when activated by the Council for a potential bond program. The board consists of eight members and is appointed by the Council members for an individual bond program.



**FIRE SERVICES BOARD**

The purpose is to improve fire safety by providing information and giving direction to the community through fire safety programs and education. The board consists of eight citizens of the city and meets the third Tuesday of each month at 6:00 p.m. at the Central Fire Station.

**HOUSING AUTHORITY**

The Housing Authority is responsible for the administration of Federal Public Housing in the City of Haltom City and each member is appointed by the Mayor. The board meets on an as needed basis.

**LIBRARY BOARD**

The purpose of the Library Board is to confer with the city council and the administrative staff of the city and

Assist in the development of public library services in the city. The board consists of eight citizens of the city and is an advisory board. It reviews and comments on the annual operating budget and capital improvement requests. The board meets the fourth Tuesday of each month at the Library Board Meeting Room at 6 p.m.

**PARK AND RECREATIONAL BOARD**

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

**PLANNING AND ZONING COMMISSION**

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

**SIGN BOARD OF APPEALS**

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

**ZONING BOARD OF ADJUSTMENT**

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

## ACRONYMS AND ABBREVIATIONS

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

BISD – Birdville Independent School District  
B.O.D. – Biological Oxygen Demand  
CAD/RMS – Computer Aided Dispatch / Record Management System  
ACFR – Annual Comprehensive Financial Report  
CART – Child Abduction Response Team  
CCPD – Crime Control & Prevention District.  
CDBG – Community Development Block Grant  
CD-ROM – Compact Disc - Read Only Memory  
CIP – Capital Improvement Plan  
CLUP – Comprehensive Land Use Plan  
CO or C.O. – Certificate of Obligation  
CVC – Crime Victim Coordinator  
DWI – Driving While Intoxicated  
EDC – Haltom City Economic Development Corporation  
EOY – End of Year  
EMS – Emergency Medical Service  
EPA – United States Environmental Protection Agency  
FEMA – Federal Emergency Management Agency  
FT – Full Time  
FY – Fiscal Year  
GAAP – Generally Accepted Accounting Policies  
GASB – Governmental Accounting Standards Board  
GFOA – Government Finance Officers Association  
GFOAT – Government Finance Officers Association of Texas  
GPS – Global Positioning System  
HCTV – Haltom City Cable Television  
HR – Human Resources  
IT – Information Technology  
I&S – Interest and Sinking  
LLEBG – Local Law Enforcement Block Grant  
M&O – Maintenance and Operations  
NPDES – National Pollution Discharge Elimination System  
PAM – Payment Authorization Memo  
PEG – Public Education and Government  
P & Z – Planning and Zoning  
TAD – Tarrant Appraisal District  
TIF – Tax Incremental Finance  
TML – Texas Municipal League  
TMRS – Texas Municipal Retirement System  
TP&W – Texas Department of Parks and Wildlife  
TxDOT – Texas Department of Transportation  
V.T.C.S. – Vernon' Texas Civil Statutes  
W&S – Water and Sewer  
ZBA – Zoning Board of Adjustment

## GLOSSARY OF KEY BUDGET TERMS

**Abatement:** A complete or partial cancellation of a levy imposed by the City, usually applied to tax levies, special assessments and service charges.

**Account:** A separate financial reporting unit for budgeting, management or accounting purposes. All budgetary transactions, whether revenue or expenditure, are recorded in accounts.

**Accrual Basis of Accounting:** A method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of the related cash flows.

**Ad Valorem Tax:** A tax computed from the assessed valuation of land, improvements and properties.

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

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

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

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

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

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

**Drainage Fund:** This fund was created during the FY2005 budget preparation process in order to generate revenue needed to address flooding and drainage issues in Haltom City. Projects have been undertaken and studies conducted on the Big Fossil Creek, the required National Pollution Discharge Elimination System (NPDES), Haltom Pond and Solona Drive.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

**Performance Measures:** Specific quantitative and qualitative measures of work performed as an objective of the department.

**Property Tax:** Property taxes are levied on both real and personal property according to the property's valuation and the tax rate.

**Proprietary Funds:** Funds that focus on the determination of operating income, changes in net assets, financial position, and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds.

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