

CITY OF BELLMEAD

ANNUAL BUDGET

FISCAL YEAR 2021



SUBMITTED TO THE HONORABLE MAYOR AND CITY COUNCIL

CITY OF BELLMEAD, TEXAS ANNUAL BUDGET FOR FISCAL YEAR 2021

This budget will raise more revenue from property taxes than last year's budget by an amount of \$85,704, which is a 4.91 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 \$13,302.

City Council

Mayor James Cleveland, Precinct 3
Mayor Pro Tem Gary Moore, At Large
Dr. Alfreda Love, Precinct 1
Travis Gibson, Precinct 2
William Ridings, Precinct 4
Doss Youngblood, Precinct 5

| | | |
|---------------------|----------|---|
| Budget Vote: | FOR: | Cleveland, Moore, Love, Gibson, Ridings |
| | AGAINST: | Youngblood |

| | FY 2021 | FY 2020 |
|--|----------------|----------------|
| Property Tax Rate | \$0.377854 | \$0.359999 |
| No New Revenue Rate | \$0.359502 | |
| Voter Approval Operating Tax Rate | \$0.297549 | |
| Debt Rate | \$0.090473 | \$0.084481 |
| Total Voter Approval Tax Rate | \$0.388022 | |
| Effective M&O Tax Rate | | \$0.218073 |
| Total Effective Tax Rate | | \$0.305021 |
| Rollback Tax Rate | | \$0.305021 |

Total debt obligation for City of Bellmead secured by property taxes: \$6,276,669

In accordance with Section 140.0045 "Itemization of Certain Public Notice Expenditures Required in Certain Political Subdivision Budgets", the City of Bellmead is expected to expend \$5,780 for notices required by law to be published in a newspaper for the year ended September 30, 2020 and has budgeted \$6,300 to be spent for such notices for the September 30, 2021 budget.

Yousry Zakhary, City Manager
Karen Evans, CPA, Assistant City Manager/Chief Financial Officer



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Bellmead
Texas**

For the Fiscal Year Beginning

October 1, 2019

Christopher P. Morill

Executive Director

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ELECTED OFFICIALS

CITY COUNCIL

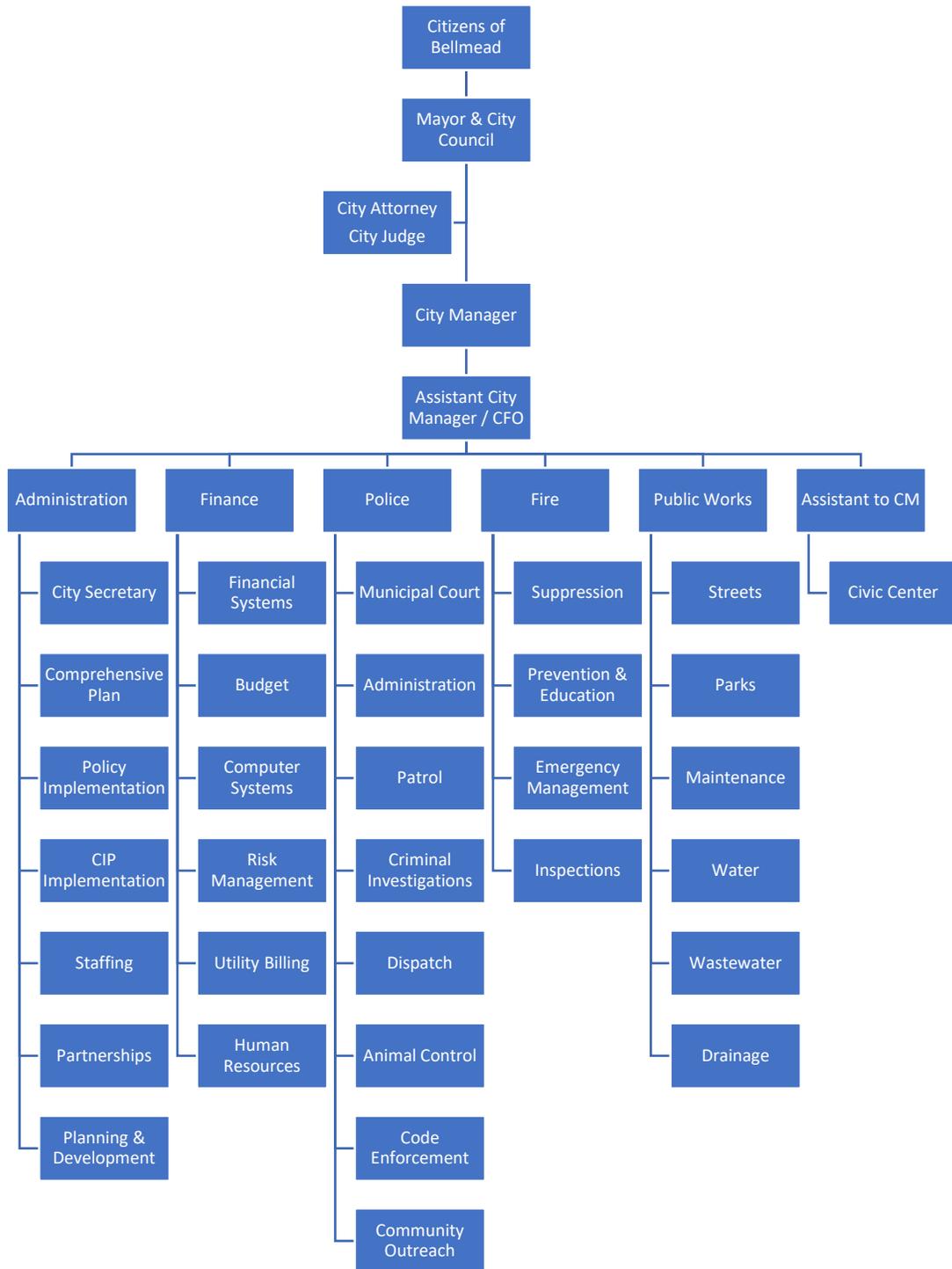
Two-Year Terms

| <u>NAME</u> | <u>TERM EXPIRES</u> |
|--------------------------------------|---------------------|
| James Cleveland, Mayor (Precinct 3) | May 2020 |
| Gary Moore, Mayor Pro Tem (At Large) | May 2020 |
| Dr. Alfreda Love (Precinct 1) | May 2021 |
| Travis Gibson, (Precinct 2) | May 2021 |
| William Ridings (Precinct 4) | May 2020 |
| Doss Youngblood (Precinct 5) | May 2021 |



From left to right: Mayor Pro-Tem Gary Moore, Mayor James Cleveland, Councilwoman Dr. Alfreda Love, Councilman Travis Gibson, Councilman William Ridings, and Councilman Doss Youngblood

BELLMEAD ORGANIZATIONAL CHART







July 31, 2020

Honorable Mayor, City Council, and Residents of Bellmead:

We are pleased to submit the budget for FY 2021, beginning October 1, 2020 and ending September 30, 2021. The budget is the means of presenting in financial terms, the framework for accomplishing the City's objectives for the upcoming year.

This budget represents the combined efforts of the City Council, Management, and Department Heads to allocate the City's financial resources to the functions and responsibilities of municipal government necessary to meet the goals established by the City Council, within the limitations of sound financial policies.

In March 2019, the City Council adopted the Financial Governance Policies. This comprehensive set of financial policies provides parameters to be followed in the development of the budget. The proposed budget is being presented in compliance with all of those adopted policies.

City Council also spent considerable time in FY 2019 developing the City's mission statement and core values.

Mission Statement

The City of Bellmead will provide exceptional quality of life for all citizens, responsive City services, visionary leadership, transparent financial management to the public and economic growth by partnering with and retaining local businesses. We recognize that our employees are our most valuable resource and are necessary to fulfill the mission.

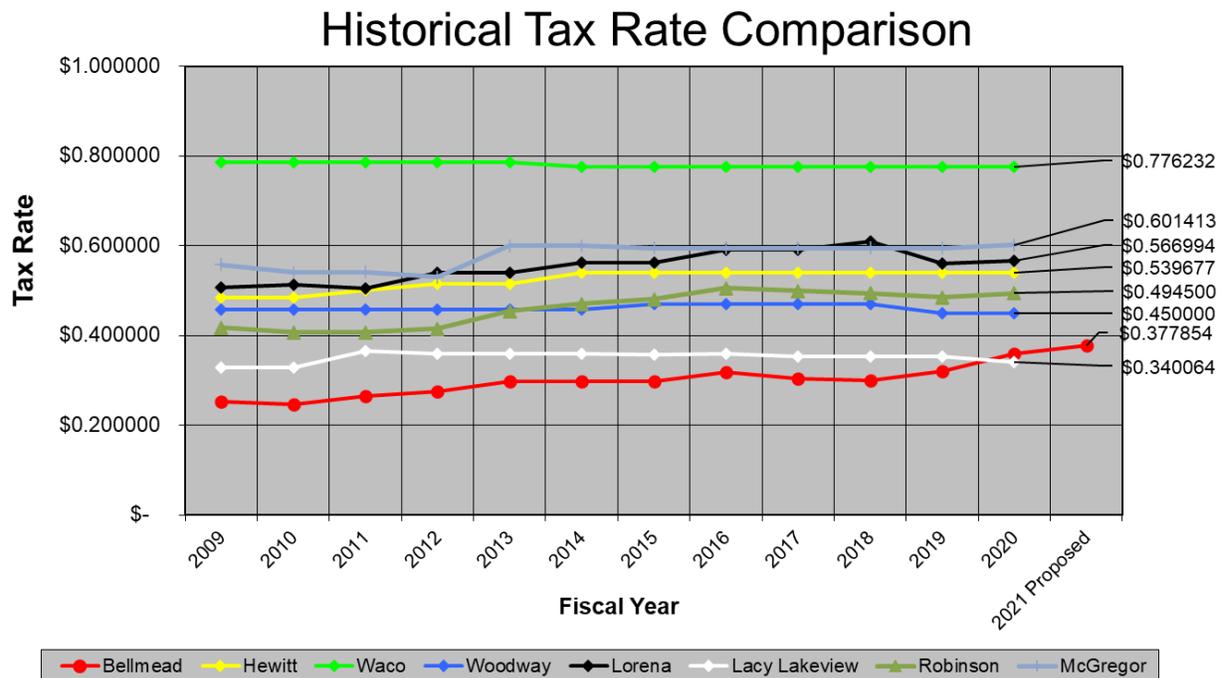
Core Values

- **Integrity** – *This is the foundation of all our core values.*
- **Outstanding Customer Service** – *We strive to understand the needs of our citizens, customers, and visitors in order to treat everyone fairly and respectfully.*
- **Fiscal Responsibility** – *As trustees of City resources, we are committed to utilize those resources in the most efficient and transparent manner.*
- **Our Employees** – *We support, develop, and reward our employees so they may serve the City of Bellmead in an exemplary manner. We treat them with respect and dignity.*

There are five strategic issues that were considered in the development of the budget. The strategic issues include 1) adopting a balanced budget, 2) compensation equity, 3) service delivery, 4) deferred maintenance, 5) and long-term economic development.

1. Balanced Budget

The City must strive to adopt a structurally balanced budget. It is becoming increasingly difficult to accomplish this in the General Fund. This is primarily due to the artificially low property tax rate. The City has historically deferred maintenance and understaffed City operations to maintain a low property tax rate. The City has also utilized administrative charges to other funds to subsidize the General Fund which has historically been deficit budgeted. All administrative charges were removed, and costs were allocated to the proper funds in FY 2020. The Water/Sewer Utility Fund is being charged a 5% franchise fee for the use of the City’s roads and rights-of-way in lieu of an administrative fee.



There are increasing pressures from residents to increase services which is simply not feasible with the current financial constraints. The taxable valuation came in lower than expected and the No-New-Revenue tax rate is \$0.362318, which is higher than the City’s current rate which is indicative of an overall lowering of appraised values on properties and improvement that were on the tax roll in both the current and prior tax year. The Voter Approval tax rate is \$0.390349 which is the highest rate that the City may adopt without triggering an election for voter approval. The property tax in the proposed budget is set at \$0.377854 per \$100 of valuation.

Even with the significant challenges to our revenue stream, this operating budget is being presented as balanced wherein projected operating expenditures are equal to projected operating resources and is an overall reduction from the prior year budget.

The City is also facing increasing pressure within the Water/Sewer Utility Fund due to the same issues as stated above. Fund reserves have been drawn down over the years to subsidize the General Fund while deferring needed maintenance and capital replacement within the Utility Fund. The City contracted with Water Resources Management, LLC to perform a Water Sewer Rate study in 2014. This study resulted in a five-year rate plan to move the City towards a rate structure that would support the needed expenditures of the Fund. However, although the City adopted and implemented the proposed rates in FY 2015, rate increases were deferred each year thereafter resulting in lost revenue in excess of \$500,000. The rates proposed in the rate study for FY 2018 were implemented in FY 2020. An increase to water and sewer rates is included in the FY 2020 budget. Once implemented, the City of Bellmead rates will still be lower than surrounding Cities and Cities of similar size. The City has historically kept rates artificially low which is reflected in the tables below.

Water Rates in Texas
Exerpt from TML 2020 Survey
www.tml.org

| 10,001 - 15,000 | Population | Customers | Fee for 5,000 Gal. | Fee for 10,000 Gal. |
|------------------|------------|-----------|-----------------------|------------------------|
| High (Robinson) | 11,784 | 4,687 | 70.90 | 95.55 |
| High (Bonham) | 10,661 | 3,424 | 63.84 | 98.79 |
| Low (Pecos City) | 10,254 | 4,354 | 3.51 | 3.51 |
| Average | | 6,540 | 35.23 | 57.56 |
| Bellmead | 10,925 | 3,562 | 27.50 | 45.00 |

| Area Cities | Population | Customers | Fee for 5,000 Gal. | Fee for 10,000 Gal. |
|-----------------|------------|-----------|-----------------------|------------------------|
| Marlin | 6,428 | 2,118 | 93.21 | 129.68 |
| Robinson | 11,784 | 4,687 | 70.90 | 95.55 |
| Lott | 775 | 405 | 59.88 | 85.38 |
| West | 2,966 | 1,204 | 56.23 | 72.23 |
| Bruceville-Eddy | 1,568 | 1,876 | 53.70 | 82.30 |
| Lacy Lakeview | 6,693 | 2,208 | 44.75 | 67.75 |
| Woodway | 8,967 | 4,001 | 41.40 | 60.40 |
| Hewitt | 14,855 | 6,478 | 39.70 | 65.60 |
| Azle | 13,347 | 5,544 | 37.82 | 58.02 |
| Rosebud | 1,412 | 646 | 34.25 | 46.50 |
| Valley Mills | 1,203 | 576 | 31.00 | 45.00 |
| Bellmead | 10,925 | 3,562 | 27.50 | 45.00 |

| |
|----------------------|
| Bellmead |
| Higher than Bellmead |
| Lower than Bellmead |

Sewer Rates in Texas
Exerpt from TML 2020 Survey
www.tml.org

| 10,001 - 15,000 | Population | Customers | Fee for 5,000 Gal. | Fee for 10,000 Gal. |
|------------------|------------|-----------|-----------------------|------------------------|
| High (Red Oak) | 13,105 | 2,815 | 46.55 | 93.10 |
| Low (Pecos City) | 10,254 | 3,817 | 3.82 | 3.82 |
| Average | | 4,126 | 29.96 | 47.05 |
| Bellmead | 10,925 | 3,443 | 19.00 | 32.00 |

| Area Cities | Population | Customers | Fee for 5,000 Gal. | Fee for 10,000 Gal. |
|---------------|------------|-----------|-----------------------|------------------------|
| Robinson | 11,784 | 3,851 | 44.73 | 44.73 |
| Azle | 13,347 | 4,785 | 39.83 | 56.69 |
| Marlin | 6,428 | 1,851 | 37.50 | 52.19 |
| Rosebud | 1,412 | 592 | 34.25 | 46.50 |
| Lacy Lakeview | 6,693 | 2,208 | 30.20 | 43.40 |
| Woodway | 8,967 | 3,762 | 29.00 | 39.00 |
| Hewitt | 14,855 | 6,322 | 26.50 | 49.00 |
| West | 2,966 | 1,137 | 20.40 | 20.40 |
| Lott | 775 | 296 | 19.10 | 31.60 |
| Bellmead | 10,925 | 3,443 | 19.00 | 32.00 |
| Valley Mills | 1,203 | 518 | 19.00 | 19.00 |

| |
|----------------------|
| Bellmead |
| Higher than Bellmead |
| Lower than Bellmead |

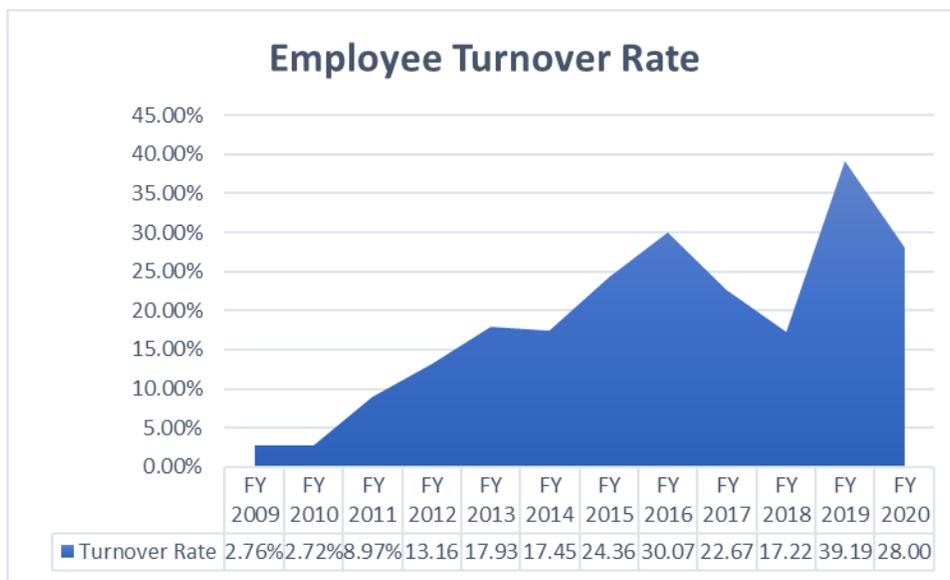
In 2004, the City entered an interlocal cooperative agreement with the City of Waco and five other cities to acquire from Brazos River Authority the assets that comprise the Waco Metropolitan Area Regional Sewer System (“WMARSS”). The City’s proportionate share was 5.707%. In FY 2020, the five cities transferred ownership to the City of Waco and are a City of Waco customer going forward. Sewer treatment cost is now included in the Water/Sewer Fund operating budget at \$542,356 for FY 2021. This cost is considerably lower than operating an in-house stand-alone system.

It is now time for the City to perform a current evaluation of commercial water and sewer rates to ensure that rates are covering the costs of the services being provided.

2. Compensation Equity

Fair compensation of employees is one of the most important issues facing the City. Closing the inequity in employee compensation will be challenging.

Compensation that is not competitive with the marketplace creates several significant problems. For example, the City's turnover rate is more than 28% for all employees, over 40% in the police department, and the average tenure is only 5 years. This creates hidden costs for recruiting and training. It also makes us less efficient than we would be otherwise. As you can see in the graph below, employee turnover has steadily increased from 2.76% in FY 2009 to 30.07% in FY 2016, with a peak of 39.19% in FY 2019.

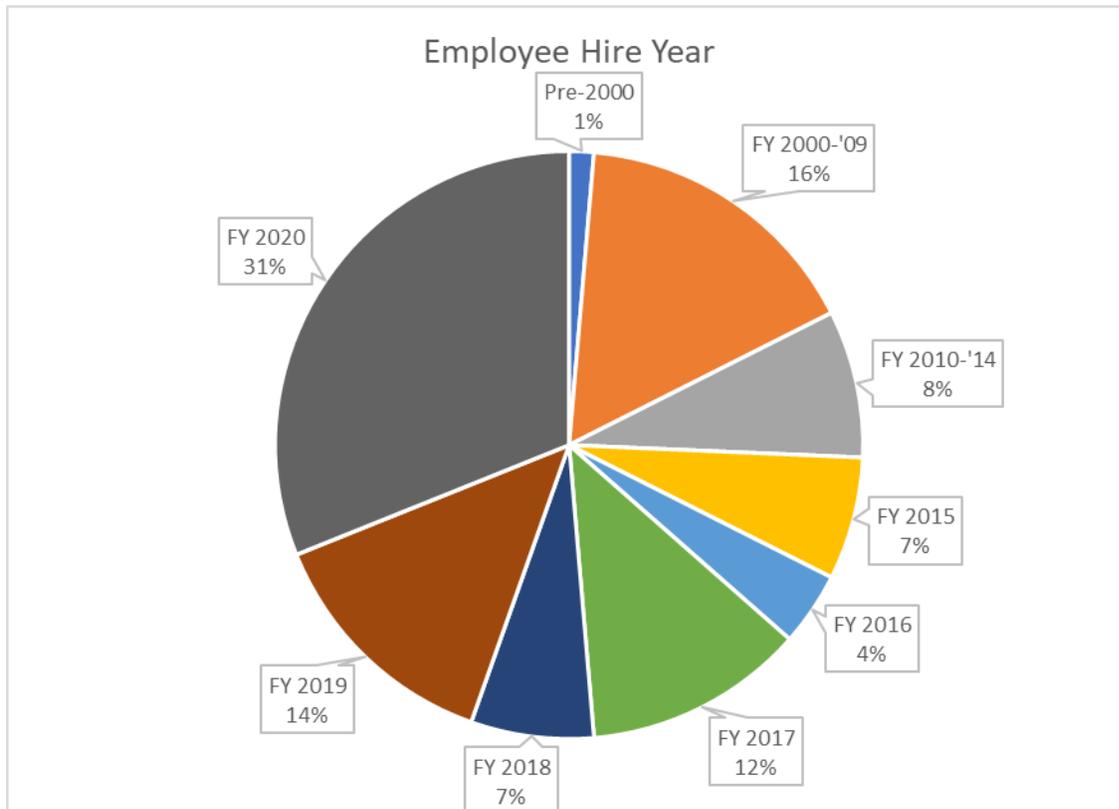


In FY 2020 the City increased salaries citywide by 2.7%, which was the Central Texas consumer price index rate as published by Baylor University. Although the increase did not move the City closer to market, it at least prevented employees from losing more ground. The City also brought the first round, the lowest tier, of employees to market. An updated pay scale was adopted implementing the changes.

Prior to FY 2020, the last pay scale on record was adopted in 2006. According to the Bureau of Labor Statistics consumer price index, today's prices are 27.18% higher than average prices throughout 2006. Although the City increased active employee pay sporadically throughout the years, the pay scale was not adjusted. Also, only up to 13 of our current employees were employed with the City during the years of FY 2006 – FY 2009.

The City's failure to adjust the pay scale undermined the cost of living adjustments as it set all new employees back at the original 2006 pay level which is now effectively up to 27.18% below market.

An updated pay scale for FY 2021 has been included in the budget. As you can see from the chart below, 50 or 68% of the City's employees have been hired in the past five years.



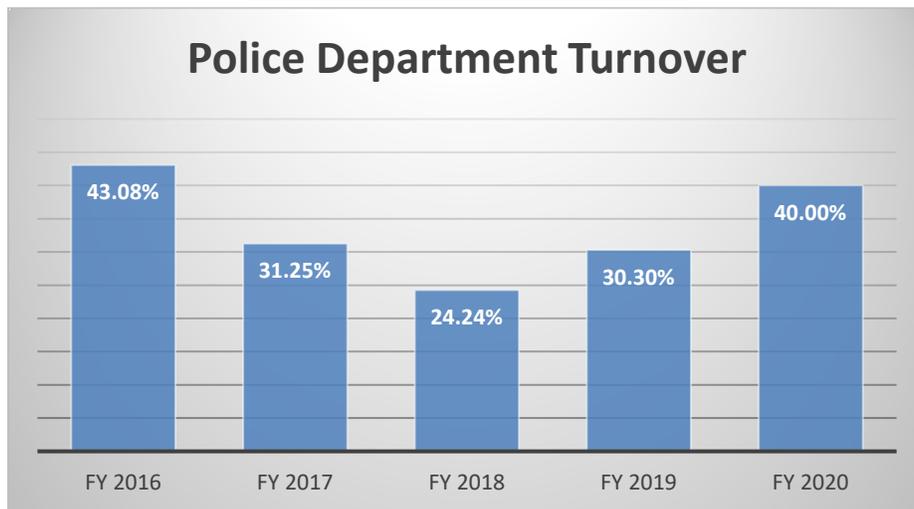
In FY 2021, The City is focusing on bringing public safety employees closer to market. Although we will not be able to bring our employees up to market in one year alone, it is our responsibility to move them as close as possible. FY 2020 has placed a large stress upon our public safety employees, both police and fire. They have been under extreme pressure due to the COVID-19 pandemic response as well as the current tensions towards law enforcement in the nation. It is imperative that we support and compensate our first responders. As you can see in the table below, Bellmead is the public safety training ground for the surrounding areas which have lower crime rates per capita and higher compensation rates.

| | Patrol | | Corporal/ Det | | Sgt | | LT | | Assist. Chief | | Chief | |
|----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| City | Min | Max | Min2 | Max3 | Min4 | Max5 | Min6 | Max7 | Min10 | Max11 | Min12 | Max13 |
| DPS | \$ 73,208.00 | \$107,038.00 | | | \$ 99,978.00 | \$118,931.00 | | | | | | |
| Hewitt | \$ 48,223.00 | \$ 57,586.00 | | | \$ 62,885.00 | \$ 69,430.00 | \$ 72,263.00 | \$ 79,754.00 | \$ 65,757.00 | \$ 93,917.00 | \$111,143.00 | \$158,740.00 |
| McLennan CO. Sherriff | \$ 50,074.00 | \$ 54,777.00 | \$ 60,800.00 | \$ 66,429.00 | \$ 68,682.00 | \$ 71,721.00 | \$ 74,311.00 | \$ 77,013.00 | \$ 79,941.00 | \$ 84,445.00 | \$ 97,418.00 | \$102,905.00 |
| Waco | \$ 61,822.27 | \$ 78,657.85 | | | \$ 86,444.03 | \$ 92,582.38 | \$102,925.37 | \$107,083.27 | \$120,149.27 | \$125,002.99 | \$165,000.00 | |
| Woodway DPS | \$ 57,200.00 | \$ 72,779.00 | \$ 68,640.00 | \$ 72,779.00 | \$ 72,800.00 | \$ 86,528.00 | \$ 79,040.00 | \$ 99,424.00 | \$ 95,680.00 | \$115,024.00 | \$ 99,870.00 | \$143,520.00 |
| Average | \$ 58,105.45 | \$ 74,167.57 | \$ 64,720.00 | \$ 69,604.00 | \$ 78,157.81 | \$ 87,838.48 | \$ 82,134.84 | \$ 90,818.57 | \$ 90,381.82 | \$104,597.25 | \$118,357.75 | \$135,055.00 |
| Bellmead - Current | \$ 34,944.00 | \$ 50,232.00 | \$ 35,360.00 | \$ 47,840.00 | \$ 43,680.00 | \$ 54,600.00 | \$ 52,000.00 | \$ 64,480.00 | \$ 56,160.00 | \$ 70,720.00 | \$ 85,280.00 | \$104,000.00 |
| Bellmead - Proposed | \$ 39,520.00 | \$ 54,080.00 | \$ 41,600.00 | \$ 54,080.00 | \$ 47,840.00 | \$ 56,160.00 | \$ 54,080.00 | \$ 68,800.00 | \$ 63,000.00 | \$ 86,000.00 | \$ 89,000.00 | \$110,240.00 |
| Variance - Current | \$ 23,161.45 | \$ 23,935.57 | \$ 29,360.00 | \$ 21,764.00 | \$ 34,477.81 | \$ 33,238.48 | \$ 30,134.84 | \$ 26,338.57 | \$ 34,221.82 | \$ 33,877.25 | \$ 33,077.75 | \$ 31,055.00 |
| Variance - Proposed | \$ 18,585.45 | \$ 20,087.57 | \$ 23,120.00 | \$ 15,524.00 | \$ 30,317.81 | \$ 31,678.48 | \$ 28,054.84 | \$ 22,018.57 | \$ 27,381.82 | \$ 18,597.25 | \$ 29,357.75 | \$ 24,815.00 |

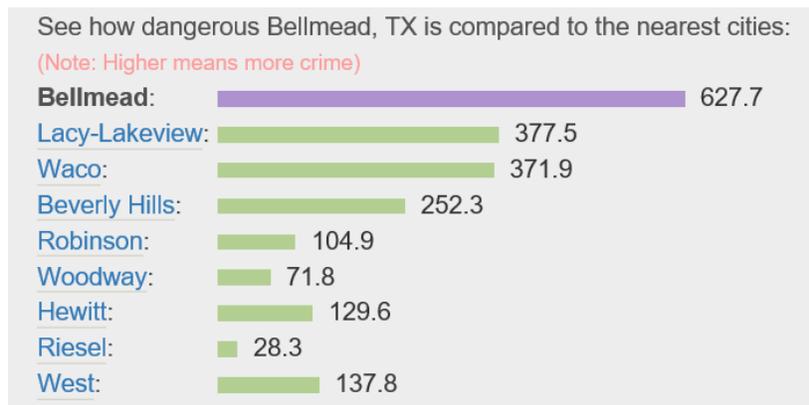
| | Firefighter | | Lieutenant | | Chief | |
|----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| City | Min | Max | Min2 | Max3 | Min4 | Max5 |
| Hewitt | 44,603.00 | 56,508.00 | | | 74,006.40 | 105,705.60 |
| Marlin | 44,820.00 | | | | | |
| Waco | 52,624.00 | 71,789.90 | 79,922.70 | 81,926.00 | 130,412.88 | 208,321.98 |
| Woodway DPS | \$ 57,200.00 | \$ 72,779.00 | \$ 79,040.00 | \$ 99,424.00 | \$ 99,840.00 | \$143,520.00 |
| Average | 49,811.75 | 67,025.63 | \$ 79,481.35 | \$ 90,675.00 | 101,419.76 | 152,515.86 |
| Bellmead - Current | \$ 37,440.00 | \$ 49,920.00 | \$ 49,920.00 | \$ 64,480.00 | \$ 80,000.00 | \$104,000.00 |
| Bellmead - Proposed | \$ 44,850.00 | \$ 56,810.00 | \$ 54,080.00 | \$ 68,800.00 | \$ 82,400.00 | \$110,240.00 |
| Variance - Current | \$ 12,371.75 | \$ 17,105.63 | \$ 29,561.35 | \$ 26,195.00 | \$ 21,419.76 | \$ 48,515.86 |
| Variance - Proposed | \$ 4,961.75 | \$ 10,215.63 | \$ 25,401.35 | \$ 21,875.00 | \$ 19,019.76 | \$ 42,275.86 |

The ability to recruit and retain a competent workforce is vital to our success. It is also part of our ethical foundation to treat people fairly. Numerous studies have proven that the organizations that have the best success rates for recruitment and retention focus not only on compensation, but also promote a culture in which the organization and its leaders convey to the employees their value and respect.

The estimated cost to bring the second round, the public safety tier, of employees closer to market is \$75,000. The average cost to hire and train an officer is between \$75,000 - \$100,000 the first year. Turnover within the Police Department is at 40% due to the lack of competitive pay, crime rates, and tensions within the nation and community.



According to City-Data.com crime index, the 2018 crime rate in Bellmead is 628 (per 100,000) which is 2.3 times greater than the United States average. The City’s crime rate in 2018 was higher than in 98% of United States cities. The City saw decreasing violent and property crimes from 2014 to 2018; however, crime rates are still exceptionally high which is indicated in the chart below.



The City will be moving to a merit-based system in which employees are paid for performance. Employee evaluations will be used to monitor employee performance and will increase both supervisor and employee accountability. The merit-based system will foster workplace productivity and provides the City the ability to reward performance and thereby attract and retain quality employees. This is the first of a three-year initiative to move the City's compensation to market.

The disparity in employee compensation must be addressed this year and for several years to come for the City to attract and retain a talented workforce.

3. Service Delivery

As the City grows, there are increasing demands for additional services by both citizens and visitors. Visitors to our City provide valuable sales tax revenues which are essential to the fiscal health of our City. Both citizens and visitors demand a safe, well-maintained City in which to live and do business. There are also increasing demands for parks and recreation facilities that are utilized by both children and adults. All citizens regardless of socio-economic status deserve quality City services.

Due to the number of homes with pets, the City has experienced a surge in stray animals that are being taken to the Waco Animal Shelter. The cost of sheltering strays has risen to an exorbitant amount which is being addressed by the Police Animal Control division.

The City has historically taken a short-term approach to funding and maintaining the City which has resulted in poorly maintained areas due to lack of staffing, training, proper equipment, and supplies.

4. Deferred Maintenance

Due to budgetary pressures, the City has deferred investing in maintenance or replacement of capital items across the City for numerous years. While deferring maintenance does provide a short-term cash saving, this lack of investment makes it increasingly difficult to sustain the asset in a condition necessary to provide expected service levels. Ultimately, deferring essential maintenance or asset replacement could reduce the City's ability to provide services and could threaten public health, safety, and overall quality of life. In addition, as the physical condition of the asset declines, deferring maintenance and/or replacement could increase long-term costs and liabilities. The City needs to perform an assessment of all assets to determine the condition of each and the priority in which they need to be repaired or replaced. The Fire Department needs remodeling and a new Public Works building is needed. The Police Department is also in need of expansion to accommodate increased staffing, storage, and operational needs. Secured parking is needed for all public safety vehicles.

We have several large projects that are underway in the EDA Grant Fund, the Water/Sewer Utility Fund, and the 2014 Certificates of Obligation – WS Portion Fund to replace and/or construct much needed capital assets.

The City obtained a \$1,900,000 Economic Development Administration grant to rehabilitate Tirey and Williams Road. Tirey Road has been completed and the City is now in the process of completing the rehabilitation of Williams Road. This road will enable further increased commercial transportation capacity for industrial park operations and is expected to be completed in late FY 2020.

The City Council authorized \$8,500,000 in Certificates of Obligation in 2014. Of this amount, \$4,500,000 was designated to construct, acquire, purchase, renovate, enlarge, and improve the City’s utility system to include a new sewer interceptor and a new water well. \$4,000,000 was designated for street and public safety improvements.

The City originally assigned \$1,500,000 to the Parrish Street Ground Storage Tank Project and \$3,000,000 to the Lucky Branch Sewer Interceptor Project. However, bond funds were utilized for several other projects from Fiscal Year 2015 through Fiscal Year 2019 to include:

| | |
|--|-----------|
| 1. rehabilitation of water storage tanks | \$240,238 |
| 2. water distribution analysis | \$25,700 |
| 3. tractor | \$106,375 |

As we understand it, the ground storage tank was later changed to an elevated storage tank per TCEQ requirements.

The current elevated storage tank at Parrish Street is currently 70 years old and holds 250,000 gallons of water. The new tank currently underway will hold 500,000 gallons allowing for increased water capacity as the City grows. The tank is expected to be completed in November 2020.

The sewer interceptor project will provide capacity for a large area of the City which is not currently served as well as an underserved area in which the infrastructure is insufficient. The project will be a great boost to the local economy, provide enhanced services to our citizens and visitors, and open a large area of the City which is ideal for future commercial development.

This is a ~\$28 million joint project with the City of Waco ~\$19,250,000, City of Lacy Lakeview ~\$1,475,000, and the Texas State Technical College ~\$1,500,000, and the City of Bellmead ~\$5,000,000.

5. Long-Term Economic Development

The City of Bellmead is situated in an ideal location for economic development. To capitalize on the City's location, available property holdings, and other amenities, the City is seeking creative ways to leverage its financial resources to create, implement, and sustain a long-term City branding and marketing campaign as well as promote and manage the long-term economic development of the City.

The City is currently seeking to leverage economic development funding to begin a multi-phase meter change out project that will replace and/or retrofit the City's current meters and install new automatic metering infrastructure. The overall benefits of this technology include operational savings, provide greater accuracy, give citizen's greater access to information, eliminate the need to send staff out for re-reads, or move in/move outs, immediate tamper and backflow notifications, and leak detections.

Other projects currently being explored include potentially partnering with the Texas Department of Agriculture ("TDA") to revitalize downtown Bellmead. This would include installing ADA compliant sidewalks and lighting to enhance the area and spur economic development. TDA funding is also being sought to assist the City with developing a Comprehensive Plan to guide the City as it develops to ensure that it is developing in a way to meet the needs of its citizens and business partners.

The City plans to hold a Bellmead Festival in FY 2021 to market and promote the City.

In conclusion, all citizens deserve quality services regardless of socio-economic status. To deny services due to income levels is not City of Bellmead.

On behalf of the entire City of Bellmead management team and employees, I am honored to present you with the FY 2021 proposed budget. We will continue to diligently manage the resources we are entrusted with very conservatively putting the needs of the citizens and the long-term prosperity of the City first.

Please feel free to reach out to me or CFO, Karen Evans for any specific questions you may have.
Thank you for the honor to serve Bellmead!

Respectfully,

A handwritten signature in blue ink, appearing to read "Y. Zakhary".

Yousry Zakhary
City Manager

A handwritten signature in black ink, appearing to read "Karen Evans".

Karen Evans, CPA
Assistant City Manager/CFO

BELLMEAD MISSION

The City of Bellmead will provide exceptional quality of life for all citizens, responsive City services, visionary leadership, transparent financial management to the public and economic growth by partnering with and retaining local businesses. We recognize that our employees are our most valuable resource and are necessary to fulfill the mission.

CORE VALUES

Integrity

This is the foundation of all our core values.

Outstanding Customer Service

We strive to understand the needs of our citizens, customers and visitors in order to treat everyone fairly and respectfully.

Fiscal Responsibility

As trustees of City resources, we are committed to utilize those resources in the most efficient and transparent manner.

Our Employees

We support, develop, and reward our employees so they may serve the City of Bellmead in an exemplary manner. We treat them with respect and dignity.

PROFILE OF BELLMEAD, TEXAS

History of Bellmead

Located in the Heart of Texas, to the East and North of Waco, and across the Brazos River, lies the City of Bellmead. The community began in the mid 1920's when the Missouri, Kansas, and Texas railroad chose this site for its locomotive shops. A surveyor for the railroad named the station Bellmead as it reminded him of a plantation in Belle Meade, Tennessee that in French means "Beautiful Meadows." Several hundred people were employed at the shops, and families began moving into the area.

The first school was called Bellmead. The name was changed to La Vega, after Thomas D. La Vega, the land grant owner. It was consolidated in 1927 to form the La Vega Independent School District.

A post office was established in 1937 with A. L. Gilliam as Postmaster. The community failed to incorporate in 1939, and the post office was closed. The mail was routed through Waco at that time.

Bellmead received a much-needed boost to its economy when the U.S. Army established the Waco Army Air Base in the area in 1942. Waco Army Air Base later became the James Connally Air Force Base, named in honor of a soldier from the area who died during World War II. The town boasted a population of 25 in the early 1940s, which increased rapidly after World War II, rising to 800 by 1949.

The community was incorporated in 1954 with a Mayor-Alderman form of government. On November 12, 1955, the electorate adopted the City Charter, establishing a municipal Council-Manager form of government.

By 1960, Bellmead had 5,127 residents and 85 businesses. When the air force base was closed in 1965, Texas A&M University established the James Connally Technical Institute at the facility.

Bellmead Today

According to the U.S. Census Bureau's latest estimate, the City of Bellmead has a population of 10,925 with a diversified cultural and economic background.

The location of Bellmead, along the I-35 corridor, has made it attractive in recent years to the development of a healthy business district. In addition, the City offers several hotels/motels for those visiting several tourist sites located near Bellmead.

City Organization

The City of Bellmead is a home-rule City operating under a Council-Manager form of government. All powers of the City are vested in an elected Council, consisting of six councilmen one of which shall serve as mayor, who are elected to serve a term of two years. The City Council shall elect one of its members as mayor. He shall hold office for one year and in case of the failure, inability, or refusal of the mayor to act, the mayor pro tem shall perform the duties of the mayor. The Council enacts local legislation, determines City policies, adopts budgets, and employs the City Manager.

The City Manager is the Chief Executive Officer and the head of the administrative branch of the City government. He is responsible to the Council for the proper administration of all affairs of the City.

The City government provides a broad range of goods and services to its citizens. The activities and personnel required to provide these goods and services are organized into broad managerial areas called Funds. Funds are separate fiscal and accounting entities with their own resources and budgets necessary to carry on specific activities and attain certain objectives.

Funds are further organized into functional groups called Departments. A Department is a group of related activities aimed at accomplishing a major City service or program (e.g. Police Department).

A Department may be further divided into smaller areas called Divisions. Divisions perform specific functions within the Department (e.g. Code Compliance is a Division of the Police Department).

At the head of each Department is a Director who is an officer of the City. Directors have supervision and control of a Department and the Divisions within it but are subject to the supervision and control of the City Manager. A Department Head may supervise more than one Department.

City Facilities

Fire Protection

| | |
|--------------------------------|------|
| Number of Stations | 1 |
| Number of Fire Hydrants | 326 |
| Number of Sworn Personnel | 14 |
| Personnel per 1,000 population | 1.28 |

Police Protection

| | |
|--------------------------------|------|
| Number of Stations | 1 |
| Number of Sworn Personnel | 22 |
| Personnel per 1,000 population | 2.01 |

Parks and Recreation

Bellmead is home to a variety of community and recreational facilities with total parkland of 13.54 acres:

- The Civic Center, located at 3900 Parrish, is available for rental for all occasions. Whether it be a birthday, wedding, reunion, or meeting, the Civic Center is the ideal setting. It offers three different rooms: The Auditorium, the Lions Room, and the Senior Room. Restrooms and kitchenettes are available. It also offers ample parking for large groups.
- Brame Park, located at Oakgrove Street and Hogan Lane, is a beautiful 4-acre park with a variety of features for families to enjoy. Younger children can enjoy the playground area and the newly renovated splash pad, which is open seasonally to the public. The park also boasts a ¼ mile walking track, basketball court, covered pavilions, picnic grounds, and restrooms.
- Devorsky Park, located at Queen’s Court on Parrish Street, includes a playground area, ¼ mile walking track, and covered pavilions.
- Lions Park, located at Parrish and Barlow Street, includes a playground area, basketball court, and covered pavilions.

Demographic Characteristics

Bellmead is currently growing at a rate of 1.01% annually and its population has increased by 10.42% since the most recent census, which recorded a population of 9,901 in 2010. Spanning over 7 miles, Bellmead has a population density of 1,593 people per square mile.

The average household income in Bellmead is \$46,550 with a poverty rate of 22.32%. The median rental costs in recent years comes to \$738 per month, and the average house value is \$92,051. The median age in Bellmead is 34.1 years, 30.4 years for males, and 36.6 years for females. For every 100 females there are 92.2 males.

Top Ten Taxpayers

| Name of Taxpayer | Taxable Value |
|-------------------------------------|----------------------|
| Butt H E Grocery Co | \$13,979,060 |
| Wal-Mart Real Estate Business Trust | \$10,827,710 |
| Prem SAI, Inc | \$9,256,670 |
| Sams Club East Inc. | \$7,740,050 |
| Wal-Mart Stores East LP | \$7,569,330 |
| Bellmead McLennan NH LTD | \$6,918,770 |
| American Bank NA | \$6,063,560 |
| TBA Associates LP | \$5,828,450 |
| Union Pacific Railroad Co | \$5,615,990 |
| Realty Income Properties 25 LLC | \$5,600,000 |

Health Care

Bellmead is situated on the north boundary of Waco which offers its citizens and those in surrounding areas a selection of superb health care facilities. There are two major hospitals, Baylor Scott & White Hillcrest Medical Center and Providence Health Center. In addition to the two major hospitals there are also the Waco Department of Veterans Affairs Medical Center, several psychiatric centers, numerous health clinics, a nationally recognized family practice teaching clinic, and a progressive health district program. Waco is a growing medical community with more than 300 active physicians and 72 dentists. Physicians are available in all major specialties, and all specialty dental areas are represented.

Tourism and Leisure

Located on I-35 between Dallas/Fort Worth and Austin, the McLennan County/Waco area marks the population center of the state of Texas. Not many other locations can boast to being within a 3-hour drive of 80 percent of the state.

On July 10, 2015, President Barack Obama signed an Executive Order designating Waco Mammoth National Monument! This prestigious honor was made possible through years of collaboration of the City of Waco, Baylor University, Waco Mammoth Foundation and the citizens of Waco. Waco Mammoth National Monument is the 408th unit of the National Park Service and 14th unit in Texas. Recognized as an international treasure, the Waco Mammoth National Monument is the largest known concentration of prehistoric mammoths dying from the same event. Twenty-four Columbian mammoths, one camel, a tortoise and a tooth of a saber-tooth cat have been found at the site, which was discovered in 1978. The site opened to the public in December of 2009 due to generous donations by local citizens and organizations for Phase I development. Visitors can travel through time viewing the exposed bones and experience the story of catastrophic events that took place 70,000 years ago.

The historic Waco Suspension Bridge, a pedestrian bridge across Lake Brazos bordered with beautiful parks on each side, is a timeless symbol of the area's role in the historic cattle drives which helped shape the frontier Texas economy. A scenic river walk extends along the west side of the Brazos River from McLennan Community College to Baylor University. The river walk

extends on the east side of the Brazos River from McLane Stadium to Brazos Park East. The Suspension Bridge, Lake Brazos and the parks adjacent to them provide great venues for riverside musical programs throughout the summer, world championship drag boat racing, and nationally recognized mountain biking.

The Texas Ranger Hall of Fame & Museum, located on the banks of the Brazos River, is the official State museum of the legendary Texas Rangers law enforcement agency. The complex consists of the Homer Garrison, Jr. Museum, Texas Ranger Hall of Fame and the Tobin and Anne Armstrong Texas Ranger Research Center. The complex is known worldwide for its collections of firearms, badges, and memorabilia, and its research library and archives. Texas Rangers Company “F”, the largest Ranger Company in Texas, is stationed on-site.

Waco’s award-winning, natural habitat Cameron Park Zoo celebrates its 25th Anniversary this year with a record attendance of over 350,000 visitors. The Zoo also celebrates the spirit of wild animals with its freeform surroundings; lush grasses, peaceful ponds, and natural shelters that create an at-home feel for species from around the globe. The Brazos River Country signature exhibit showcases the ever-evolving ecosystem of the Brazos River from the Gulf Coast to the Caprock Region, covering seven different vegetation zones such as marsh, swamp, upper woodlands, and prairie and is packed with Texas animals— black bears, river otters, mountain lions, jaguars, bobcats, and hundreds of fresh and saltwater fish. The Mysteries of the Asian Forest exhibit features orangutans and Komodo dragons in and around an old abandoned temple ruin like the ruins at Angkor Wat. Along this ruin is a jungle play area with ground chimes and the Wild Wash, an interactive feature that allows the orangutans to shower the public from inside their enclosure by pushing a button. In addition to the spectacular animal exhibits, Cameron Park Zoo provides innovative educational programs for students of all ages. The Zoo also participates in conservation programs worldwide and is renowned for excellence in animal care and husbandry.

Lake Waco, with 60 miles of shoreline and more than 6,912 surface acres of water, is a major public recreation area attracting millions of visitors each year. Power boats and sail boats may be launched in any of eight parks surrounding the Lake and stored in or out of the water at two marinas, one public and one private.

Other cultural and tourism attractions include the Dr. Pepper Museum and Free Enterprise Institute, showcasing this popular soft drink’s historic creation in Waco to the modern-day pop icon of today’s popular culture, which has completed a third expansion into a nearby historic building. The Texas Sports Hall of Fame with exhibits and memorabilia from the greatest sports legends in Texas (and American) history is located along the banks of the Brazos River. Several restored homes, an accredited art museum and various other museum attractions highlight the area’s diverse offerings.

On the campus of Baylor University is the world-renowned Armstrong Browning Library, dedicated to the works of the poets Robert and Elizabeth Barrett Browning. The Mayborn Museum Complex at Baylor combines the collections, artifacts and components of the Gov. Bill and Vara Daniel Historic Village, the natural history Strecker Museum, and the hands-on fun of the Harry and Anna Jeanes Discovery Center into one of the newest and most unique museum experiences available in the area.

Located on the Brazos River and directly adjacent to the I-35 Corridor, McLane Stadium serves as the front door to Baylor University. The \$266 million stadium is a once in a lifetime opportunity for Baylor University to bring football back to campus. Managed by SMG, the worldwide leader in venue management, McLane Stadium is a state-of-the-art multifunctional facility that will host world class music, family and sporting events throughout the year in addition to Baylor University football.

The newly constructed I-35 frontage road bridges serve to link the great State of Texas from north to south. The newly constructed bridges include high performance LED lights that adorn the bridge at night as well as Lake Brazos underneath. The lights can be programmed with special shows for major national holidays as well as Baylor University events, especially football games held at McLane Stadium.

Area Facilities

Air Service

| | |
|---------------------------|---|
| Waco Municipal Airport | 1 |
| Scheduled flights per day | 5 |

Waco-McLennan County Library System

| | |
|------------------|---------|
| Branches | 4 |
| Materials | 328,791 |
| Programs Offered | 831 |

Leisure Facilities

| | |
|------------------------------|-----|
| Cottonwood Creek Golf Course | 1 |
| Par | 72 |
| Acres | 174 |
| Holes | 18 |

BUDGET PROCESS

Probably the most important and certainly the single most extensive effort of each year is the development of the City budget. The Budget represents the financial plan of the City and establishes and communicates the goals and objectives of the City to the community.

Our goal, as a result of this process, is to provide the City with a budget document that:

- Communicates to the citizens what the City Council has interpreted from citizen input to be the community's desires and goals for future direction;
- Defines our departmental objectives and allocates the resources to assure that they are met;
- Provides City management with an accounting and fiscal control mechanism;
- Outlines a performance and monitoring mechanism for the policymakers and the City's management staff.

The FY 2021 operating budget for the City of Bellmead is submitted in accordance with the City Charter and all applicable State laws. The budget for the City of Bellmead is based on separate funds and sets forth the anticipated revenues and expenditures for the fiscal year for the General Fund, Water and Sewer Fund, Street Maintenance Fund, Debt Service Fund, Economic Development Fund, Special Revenue Funds, and Capital Project Funds.

Budget Roles

The budgeting process is a team effort requiring coordination between the Department Directors, the City Manager, and the Finance Department, culminating with the approval of the budget by the City Council. Generally, roles are as follows:

❖ Operating Department Directors

The Finance Department provides initial projections for the costs of personnel, employee benefits, insurance, utilities, and contractual services necessary to deliver City services. Operating Department Directors and their staff are responsible for projecting other operating needs, capital needs, and requests for enhancements or new services. Each department provides its budget requests on the forms provided and based on the calendar set forth by the Finance Department. The City develops 5-year projections to support strategic long-range planning, but only an annual budget is adopted. The Department Directors are responsible for knowing their budgets thoroughly and for presenting them to the Budget Team.

❖ Support Staff

The Finance Department works to combine the personnel, employee benefits, and revenue projections that are required to support the departmental budgets. When Departmental Directors have completed their departmental budgets, they submit them to the Finance

Department, which then compiles all of the budget requests into a preliminary City Budget. The Chief Financial Officer (CFO) and City Manager meet with individual Department Managers in order to develop a final Administrative Budget for submission to the City Council. The Chief Financial Officer (CFO) also advises the City Manager on accounting matters, financing strategies, and long-range planning implications related to the budget. The Finance Department provides technical assistance to all departments during the budget process and is responsible for compiling the budget for review by the Directors, Management, and the City Council.

❖ City Council

The City Council is responsible for establishing policy agendas for both the capital and the operating budget. The City Manager is responsible for maintaining communications with the City Council to assure that their directives are being reflected in the budget preparation. Final approval of the budget is the responsibility of the City Council.

Budget Process

The City Charter requires the City Manager to prepare and recommend a “Balanced Operating Budget” for City Council consideration. The City Manager, working with staff in all departments, reviews and evaluates all budget requests to determine whether they fulfill City Council goals and objectives, improve management effectiveness, or increase productivity. The preliminary budget submitted to the City Council includes recommendations for the program of services, which the City should provide and which can be financed by the City’s projected revenue for the budget year.

The capital improvement program defines the City’s investment and reinvestment plans for allocating resources, assigning priorities, and implementing strategies to fund growth of the City, provide monies for modernization and provide for necessary replacement of the City’s assets on a continuing basis. This program combines elements of long-range planning, mid-range programming, and current year budgeting to identify the City’s needs and the means of meeting them. Departments are encouraged to establish an internal planning process to identify needs with a sufficient lead-time so that decisions may be made on the most advantageous financial means of addressing them.

A copy of the proposed budget is filed with the City Secretary at least fifteen (15) days before the public hearing and is available for public inspection. The City Manager presents the budget to the City Council in a series of work sessions. The tax rate is adopted by ordinance and the vote is separate from the vote on the budget. The proposed tax rate for the City of Bellmead is \$0.377854 for fiscal year 2021. A public hearing is conducted to obtain citizen input and the budget is adopted by resolution prior to October 1. The adopted budget is then filed with the City Secretary and with the County Clerk. A copy of the budget is also uploaded onto the City’s website for public access.

Basis of Budgeting

The City of Bellmead budget is prepared consistent with **Generally Accepted Accounting Principles (GAAP)** using estimates of anticipated revenues as a basis for appropriating expenditures. Annual budgets are appropriated for the General Fund, Water/Sewer Fund, Street Maintenance Fund, Economic Development Fund, Certain Special Revenue Funds, Capital Projects Funds, and the Debt Service Fund. All unexpended appropriations lapse at the end of the fiscal year (September 30). Unexpended governmental funds become components of the reserves while unexpended proprietary funds become net assets. Project-length financial plans are adopted for capital project funds and grant funds.

- ❖ Encumbrance accounting is used for governmental funds. Encumbrances (e.g., purchase orders, contracts) outstanding at year-end are reported in the appropriate fund balance category. They do not constitute expenditures or liabilities because the commitments will be re-appropriated and honored during the subsequent fiscal year.
- ❖ Depreciation is not appropriated as non-cash expenditure but is subtracted from asset value using a straight-line method.

The **basis of budgeting** is somewhat different from the basis of accounting in that budgets are based largely on estimated cash flows. The basis of accounting also includes depreciation, capitalization of plant and equipment, asset valuation, and inventory.

Basis of Accounting

The City of Bellmead uses the **modified accrual basis of accounting** for **governmental funds**. Under the modified accrual basis of accounting, revenues are recognized in the accounting period in which they are susceptible to accrual (i.e., “Measurable” means that the amount of the transaction can be determined. “Available” means collectible within the current period or soon enough thereafter to pay liabilities of the current period.)

Expenditures are recognized in the accounting period in which the liability is incurred, except for unmatured interest in long-term debt, which is recognized when due and for certain compensated absences.

The **accrual basis of accounting** is used for **proprietary funds**. Revenues are recognized in the accounting period in which earned; expenses are recorded in the period in which incurred.

Budget Amendments

The resolution approving and adopting the budget appropriates spending limits at the department level. Expenditures may not legally exceed appropriations at the department level for each legally adopted annual operating budget. Budget amendments are taken to the City Council on an as-needed basis.

Budget adjustments differ from budget amendments in that they do not have to be approved by the City Council. Budget adjustments are made during the fiscal year to transfer budget amounts from one expense account to another. Budget adjustments are initiated if actual expenditures will cause

an expense account to be overspent. The appropriate department director initiates the budget adjustment process. Budget adjustments can be made between expense accounts in the same division or department. Budget adjustments cannot be made between departments in different funds.

Budget adjustments are permitted provided that sufficient justification is submitted and the City Manager has approved the request. The Finance Department reviews the request in terms of both fund availability and consistency with the intent of the approved budget document and then forwards the transfer to the City Manager's office. It is the goal of the City of Bellmead to accurately budget according to the needs of each department, but exceptions do occur.



CITY OF BELLMEAD
Budget & Tax Calendar
FY 2021

| Date | Event | Requirement/Action | Legal Reference |
|----------------------|--|--|---|
| February 18, 2020 | Budget Instructions Distributed to Departments | ▶ Budget printouts & request forms distributed to departments. | |
| April 1, 2020 | Department Budget Requests Due | ▶ Departments enter detailed line item requests into budget software & submit other forms electronically | |
| May/June | Budget Preparation | ▶ City Manager & staff review requests; department heads meet w/Manager; staff prepares draft budgets. | |
| May 4 – May 15, 2020 | Budget meetings with DH | ▶ Departments meet with CM and CFO | |
| June 1, 2020 | BEDC Board Meeting | ▶ BEDC budget workshop | |
| June 9, 2020 | Regular Council Meeting | ▶ City Manager presents a brief overview of the budget process to Council and seeks Council input on key budget policies and initiatives | |
| July 6, 2020 | BEDC Board Meeting | ▶ 2 nd BEDC Board budget workshop | |
| July 14, 2020 | Regular Council Meeting | ▶ Water & Sewer Fund ▶ Street Maintenance Fund | |
| July 25, 2020 | Certified Tax Roll | ▶ MCAD delivers certified ad valorem tax values | <i>Texas Tax Code § 26.01 (a)</i> |
| July 31, 2020 | File proposed budget with City Secretary | ▶ Must be at least 30 days before budget adoption (budget may be modified after this date) ▶ Post proposed budget on City website | <i>Texas Local Government Code § 102.005</i> |
| August 7, 2020 | Post Notice on Website | ▶ Publish in newspaper and on City website notice of No-new-revenue tax rate, with calculation explanation ▶ Publish in newspaper and on City website notice of Voter-approval tax rate, with calculation explanation ▶ Estimated I&S fund balances ▶ Estimated non-encumbered General Fund balances ▶ Debt Service schedule | |
| August 11, 2020 | Regular Council Meeting | ▶ Debt Service Fund ▶ General Fund Budget ▶ BEDC ▶ Propose Ad Valorem Tax Rate by record vote ▶ Call for Public Hearings (PH) on Tax Rate ▶ Call for PH on budget | |
| August 18, 2020 | Notice of Public Hearings | ▶ Publish in newspaper and on City website notice of PH on tax rate (must be at least 7 days before PH), if rate exceeds no-new-revenue rate (“NNRR”) or notice of meeting to adopt tax rate if rate does not exceed NNRR. ▶ Publish notice of PH on budget (at least 10 but no more than 30 days before PH) | <i>Texas Local Government Code § 102.0065</i> |
| September 1, 2020 | Special Council Meeting | ▶ PH on tax rate if rate exceeds no-new-revenue rate ▶ PH on budget (at least 15 days after filing with City Secretary) ▶ Adopt budget ▶ Adopt tax rate ▶ Adopt fee schedule | <i>Texas Local Government Code § 102.007</i> |

FUNCTIONAL STRUCTURE

The City is organized into funds, For fiscal (financial) purposes, a fund is a separate accounting entity with a self-balancing set of accounts in which cash and other financial resources, all related liabilities, residual equities, and the changes therein are segregated and recorded. The major budgeted funds for the City include:

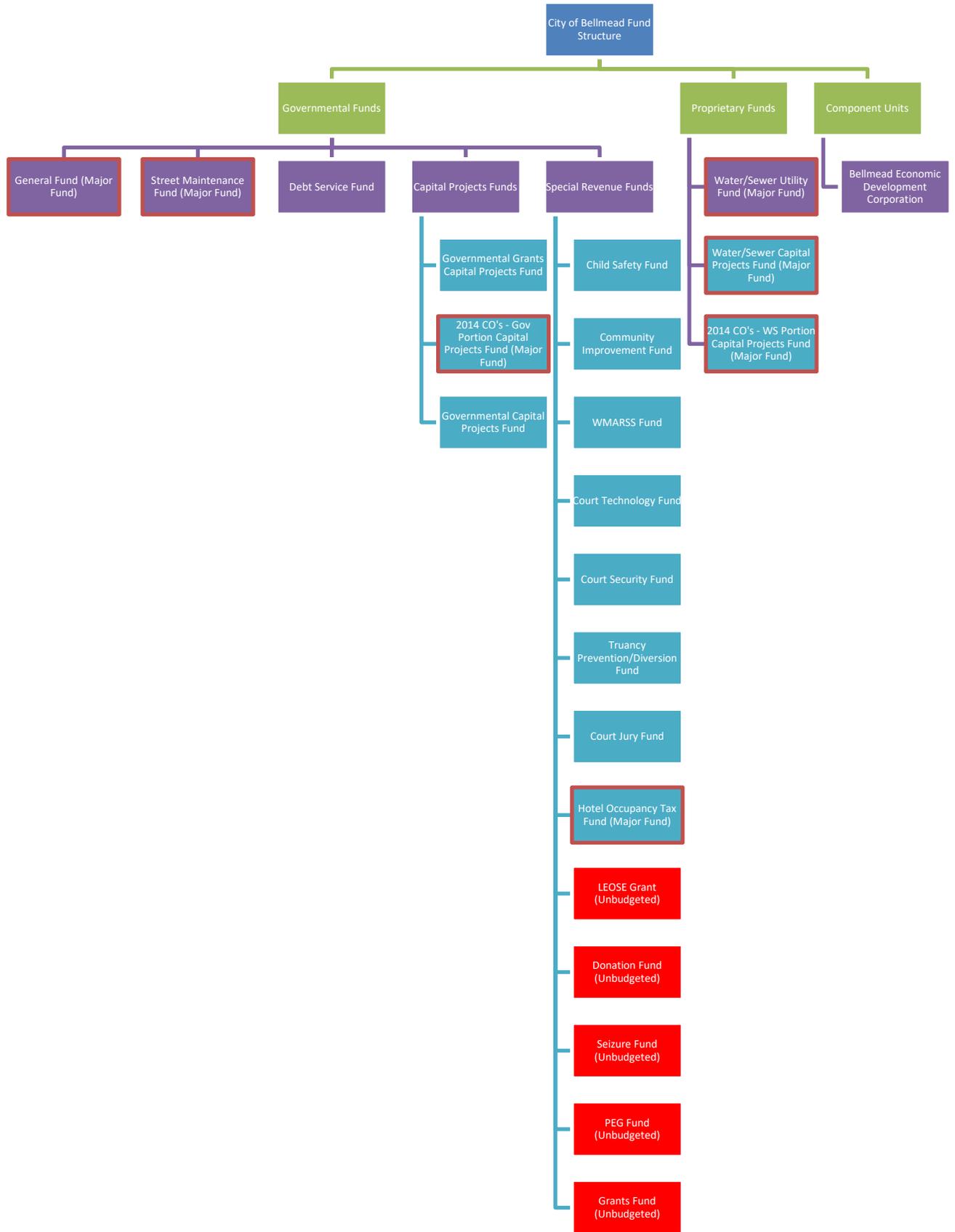
Governmental Funds:

- **General Fund:** Accounts for all the financial resources except for those required to be accounted for in another fund. The General Fund accounts for basic City services such as municipal court, police, fire, and parks and leisure services. The three primary sources of revenue for this fund are sales tax, property tax, and franchise taxes.
- **Street Maintenance Fund:** Accounts for the ¼% street maintenance sales tax that was approved by voters and became effective July 1, 2010. The street maintenance sales tax may only be used for repair and maintenance of existing streets at the date the tax was adopted and must be reauthorized by voters every 4 years to remain in effect. The current street maintenance tax expires on April 1, 2022.
- **2014 CO's Governmental Portion Capital Projects Fund:** Accounts for the 2014 Certificates of Obligation and related capital expenditures for public safety equipment and street improvements.
- **Hotel Occupancy Tax Fund:** Accounts for the levy and utilization of the local hotel occupancy tax. State law requires that revenue from this tax be used for advertising and promotion of the City.

Proprietary Funds:

- **Water and Sewer Fund:** Accounts for the provision of water and sewer services to the residents of the City. All activities necessary to provide such services are accounted for in this fund, including, but not limited to administration, operations, maintenance, billing, and collection.
- **Water/Sewer Capital Projects Fund:** Accounts for projects that may have funding from several different sources and projects that are funded in an operating budget and expected to extend beyond the funding year. Additionally, department managers are encouraged to be frugal with their operating budgets and can request usage of operating budget balances at year end for equipment needs.
- **2014 CO's Water/Sewer Portion Capital Projects Fund:** Accounts for the 2014 Certificates of Obligation and related capital expenditures for water/sewer system improvements, the water storage tank, and sewer interceptor.

The annual Comprehensive Annual Financial Report does include non-budgeted funds, which are not included in this budget document.



PERFORMANCE MEASUREMENT

Performance measurement is a management tool that measures both quantitatively and qualitatively the level of service being provided. This tool seeks to answer the question “How well are we doing?” as well as the question “How well should we be doing?”

Generally, government entities collect volumes of data on a wide variety of services and activities. This data is usually available from existing sources such as financial reports, audits, department reports and studies. However, data to measure efficiency and effectiveness are less available than information on workload and expenditures. For example, data on the number of streets maintained are usually available, but information on the condition of streets is not. Measurable goals and information on citizen satisfaction is often unavailable. Consequently, managers, elected officials, and the public know how much services cost and the levels of service provided, but know little about the productivity, accomplishments, and quality of those services. A performance measurement and management program seek to provide that information.

The City of Bellmead has just begun to identify performance measurements. The following performance measures were developed by staff and management. Some of the information for the measures was already being collected; some was not. These measures will continue to be refined and expanded in upcoming years.

| <i>Department</i> | Performance Measures | Goal | Actual FY 2020 |
|-------------------|--|-------------|-----------------------|
| <i>Finance</i> | Maintain a fund balance of at least 25% of operating expenditures (90 days operation). | 25% | 32.17% |
| | Collection rate for current taxes. | 97% | 96% |
| | Investment earnings rate above 3-month Treasury Bill Rate. | 4 quarters | 4 quarters |
| | Produce an annual budget document that meets GFOA Distinguished Budget criteria. | Yes | Yes |
| | Produce an annual CAFR that meets GFOA Certificate of Achievement criteria. | Yes | Pending |
| | Produce an investment policy that meets PFIA and GTOT Certification standards. | Yes | Yes |
| <i>Police</i> | Average response time to calls for emergency service within the City. | 5 min. | 2:34 |
| | Percentage of stolen property recovered. | 60% | 28% |
| | Percentage of issued warrants that are served. | 60% | 37% |
| | Employee turnover rate. | <15% | 46.88% |
| | Recognized Agency accreditation by the Texas Police Chief’s Association. | Yes | No |
| <i>Fire</i> | Average response time to fire calls within the City. | 5 min | 5:05 |
| | Contain structural fires to confines of building. | 98% | 98% |
| <i>Streets</i> | Street Condition of good to excellent | 50% | 6.9% |

| <i>Department</i> | Performance Measures | Goal | Actual FY 2020 |
|------------------------------|---|-------------|---------------------------|
| | Repair of utility cuts within 10 days. | 95% | 90% |
| | Complete work orders within 5 days. | 95% | 90% |
| <i>Planning</i> | Complete review of applications within 5 days of receipt. | 5 days | 97% |
| | Issue utility permits within an average of 30 minutes. | 30 min. | 100% |
| <i>Inspections</i> | Average time per inspection. | 30 min. | 30 min. |
| | % of requests for specialty inspections completed within 4 hours of request (during working hours). | 95% | 95% |
| | % of requests for building inspections completed within 4 hours of request (during working hours). | 90% | 90% |
| | % of investigations due to citizen complaint completed within 15 days of receipt. | 95% | 100% |
| | Average time for compliance with code. | 7 days | 10 days |
| <i>Utilities</i> | Bad debts written off as a % of total billed. | 0.50% | 3.33% |
| | Unaccounted for water loss. | <15% | 29.21% |
| | Repair main breaks within 4-hour average or less. | 90% | 85% |
| | Respond to all emergency main breaks within 30 minutes (regular working hours). | 100% | 100% |
| <i>Fleet Maintenance</i> | Equipment repairs completed within 2 working days. | 85% | 85% |
| | Maximum average downtime for fleet repairs. | 3 days | 3 days |
| | Repairs returned for corrective action | 2% | 5% |
| | Respond to service requests within 1 day of receipt | 1 day | 1 day |

APPOINTED OFFICIALS

Bellmead Zoning Board of Adjustment

Two-Year Term

| <u>Name</u> | <u>Term Expires</u> |
|-----------------------------------|---------------------|
| Phil Bancale (Chair) | July 10, 2020 |
| Harry Meyers (Vice Chair) | July 9, 2021 |
| Linda Robinson | July 10, 2020 |
| J.L. Morgan | July 10, 2020 |
| Brian Birch | July 9, 2021 |
| Melvin Cleveland, Jr. (Alternate) | July 10, 2020 |
| Richard Brown (Alternate) | July 10, 2020 |
| Vacant Seat (Alternate) | |

Bellmead Building Standards Commission

Two-Year Term

| <u>Name</u> | <u>Term Expires</u> |
|---------------------------|---------------------|
| Michael Pierce | July 09, 2021 |
| Linda Robinson | July 09, 2021 |
| Brian Birch | July 10, 2020 |
| Cathie Bainbridge | July 10, 2020 |
| Jeffery Bucher | July 10, 2021 |
| Angela Cary (Alternate) | July 10, 2020 |
| Richard Brown (Alternate) | July 10, 2020 |
| Vacant Seat | |

Bellmead Economic Development Corporation

Two-Year Terms

| <u>Name</u> | <u>Term Expires</u> |
|--------------------------|---------------------|
| Lester McDowell (Chair) | July 10, 2020 |
| Harry Myers (Vice Chair) | July 10, 2020 |
| Cathie Bainbridge | July 10, 2020 |
| Charlie J. Morgan | July 10, 2020 |
| Doss Youngblood | May 31, 2021 |
| Travis Gibson | May 31, 2021 |
| Dr. Alfreda Love | May 31, 2021 |

Bellmead Planning and Zoning Commission

Two-Year Term

| <u>Name</u> | <u>Term Expires</u> |
|---------------------------|---------------------|
| Harry Myers (Chair) | July 10, 2020 |
| Donna Moreno (Vice Chair) | July 10, 2020 |
| Jo Campbell | July 10, 2021 |
| Michael McDowell | July 10, 2021 |
| Robert Pruitt | July 10, 2021 |
| Vacant Seat | |

Bellmead Parks and Recreation Board

Two-Year Terms

| <u>Name</u> | <u>Term Expires</u> |
|--------------------------------|---------------------|
| Barbara Lucas (Chair) | July 30, 2020 |
| Cathie Bainbridge (Vice Chair) | July 30, 2020 |
| Mary Youngblood | July 30, 2020 |
| Theresa Schroeder | July 30, 2020 |
| Joy Stone | July 30, 2021 |
| May Frances Carline | July 30, 2021 |
| Reva White | July 30, 2021 |
| Iris Miles | July 30, 2021 |

CITY OF BELLMEAD

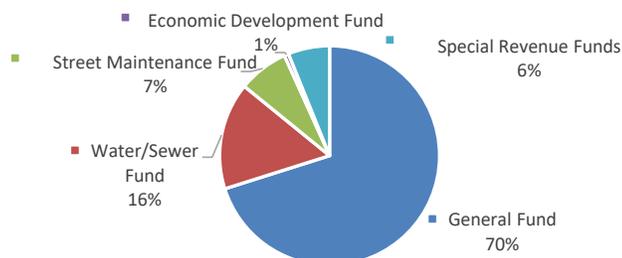
Paid Personnel In Full-Time Equivalent

| | FY 2017 Actual | FY 2018 Actual | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget | % Change from FY 2017 |
|------------------------------------|-------------------|-------------------|-------------------|----------------------|--------------------|--------------------------|
| General Fund | | | | | | |
| Administration | 3.00 | 3.00 | 3.00 | 2.30 | 2.30 | -23.33% |
| Finance | 6.00 | 6.00 | 5.50 | 2.50 | 2.50 | -58.33% |
| Municipal Court | 3.00 | 3.00 | 3.00 | 3.00 | 2.00 ^a | -33.33% |
| Police | 32.50 | 32.50 | 31.95 | 34.95 | 34.95 | 7.54% |
| Fire | 14.00 | 14.00 | 14.00 | 14.00 | 15.00 ^a | 7.14% |
| Public Works | 7.00 | 7.00 | 7.00 | 3.30 | 3.30 | -52.86% |
| Building Maintenance | - | - | - | 0.25 | 0.25 | NA |
| Total General Fund | 65.50 | 65.50 | 64.45 | 60.30 | 60.30 | -7.94% |
| Water/Sewer Fund | | | | | | |
| Utility Collections | - | - | - | 2.80 | 2.80 | NA |
| Public Works-Administration | - | - | - | 0.75 | 0.75 | NA |
| Public Works-Water | 7.00 | 7.00 | 10.00 | 9.00 | 6.20 ^b | -11.43% |
| Public Works-Sewer | - | - | - | 1.00 | 3.80 ^b | NA |
| Total Water/Sewer Fund | 7.00 | 7.00 | 10.00 | 13.55 | 13.55 | 93.57% |
| Street Maintenance Fund | 1.00 | 1.00 | 1.00 | 6.35 | 6.35 | 535.00% |
| Economic Development Fund | - | - | - | 0.55 | 0.55 | NA |
| Special Revenue Funds | | | | | | |
| Child Safety Fund | - | - | 0.50 | 0.50 | 0.50 | NA |
| Law Enforcement Grants Fund | 2.00 | 2.00 | 2.00 | - | - | -100.00% |
| Court Security Fund | - | - | 0.05 | 0.05 | 0.05 | NA |
| Hotel/Motel Fund | 4.00 | 4.00 | 4.00 | 4.70 | 4.70 | 17.50% |
| Total Special Revenue Funds | 6.00 | 6.00 | 6.55 | 5.25 | 5.25 | -12.50% |
| Total Staffing | 79.50 | 79.50 | 82.00 | 86.00 | 86.00 | 8.18% |

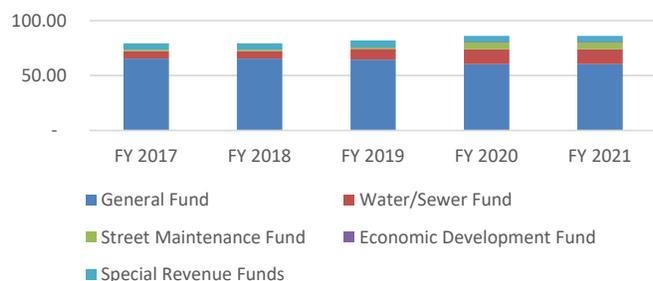
a. Municipal Court Clerk position transferred to Permit Clerk Position within Fire Department.

b. Utilities Superintendent, senior heavy equipment operator, two heavy equipment operators, and two maintenance operators split 60/40 with the sewer division.

Personnel by Fund FY 2021



Personnel by Fund Last Five Years



CITY OF BELLMEAD
Annual Budget
Summary of Sources and Uses
FY 2021

| | General Fund | Water & Sewer Fund | Street Maintenance Fund | Economic Development Fund | Debt Service Fund | Special Revenue Funds | Capital Projects Funds | Total for All Funds |
|---|---------------------|-----------------------|-------------------------------|---------------------------------|----------------------|-----------------------------|------------------------------|------------------------|
| Revenues | | | | | | | | |
| Property Taxes | \$ 1,417,000 | \$ - | \$ - | \$ - | \$ 446,494 | \$ - | \$ - | \$ 1,863,494 |
| Sales Taxes | 2,639,800 | - | 638,275 | 638,275 | - | 360,170 | - | 4,276,520 |
| Franchise Fees | 489,600 | - | - | - | - | - | - | 489,600 |
| Licenses and Permits | 91,300 | - | - | - | - | - | - | 91,300 |
| Intergovernmental Revenues | 88,964 | - | - | - | - | 12,700 | - | 101,664 |
| Charges for Services | 754,900 | 3,401,833 | - | - | - | - | - | 4,156,733 |
| Fines and Forfeitures | 135,900 | - | - | - | - | 6,850 | - | 142,750 |
| Investment Income | 26,100 | 46,400 | 25,414 | 70,558 | 3,200 | 64,756 | 9,000 | 245,428 |
| Other Income | 2,900 | 500 | - | - | - | - | - | 3,400 |
| Other Financing Sources | 210,150 | - | - | 112,545 | - | 135,700 | 5,075,432 | 5,533,827 |
| Total Revenues | 5,856,614 | 3,448,733 | 663,689 | 821,378 | 449,694 | 580,176 | 5,084,432 | 16,904,716 |
| Operating Expenditures | | | | | | | | |
| Personnel | 4,025,599 | 873,519 | 342,582 | 66,981 | - | 323,976 | - | 5,632,657 |
| Supplies | 156,842 | 112,690 | 24,640 | 2,430 | - | 17,100 | - | 313,702 |
| Repairs & Maintenance | 214,619 | 441,489 | 119,865 | 1,569 | - | 126,952 | - | 904,494 |
| Professional Services | 173,134 | 96,525 | 120,225 | 104,747 | - | 97,556 | - | 592,187 |
| Services | 1,241,420 | 740,822 | 24,377 | 21,813 | - | 804,065 | - | 2,832,497 |
| Contingency | 35,000 | - | - | - | - | - | - | 35,000 |
| Total Operating Expenditures | 5,846,614 | 2,807,401 | 631,689 | 197,540 | - | 1,369,649 | - | 10,852,893 |
| Non-Operating Expenditures | | | | | | | | |
| Project Funding | - | - | - | 325,000 | - | - | - | 325,000 |
| Sewer Treatment Plant | - | - | - | - | - | - | - | - |
| Capital Outlay | 10,000 | - | 32,000 | - | - | - | 10,471,973 | 10,513,973 |
| Debt Service | - | 502,156 | - | - | 433,994 | - | - | 936,150 |
| Transfers to Other Funds | - | 3,305,150 | - | 1,135,700 | - | - | 980,432 | 5,421,282 |
| Total Non-Operating Expenditures | 10,000 | 3,807,306 | 32,000 | 1,460,700 | 433,994 | - | 11,452,405 | 17,196,405 |
| Total Expenditures | 5,856,614 | 6,614,707 | 663,689 | 1,658,240 | 433,994 | 1,369,649 | 11,452,405 | 28,049,298 |
| Net Change in Fund Balance | - | (3,165,974) | - | (836,862) | 15,700 | (789,473) | (6,367,973) | (11,144,582) |
| Fund Balance, Beginning | 1,883,858 | 7,178,134 | 3,160,599 | 3,410,045 | 271,592 | 2,410,289 | 7,166,806 | 25,481,323 |
| Fund Balance, Ending | \$ 1,883,858 | \$ 4,012,160 | \$ 3,160,599 | \$ 2,573,183 | \$ 287,292 | \$ 1,620,816 | \$ 798,833 | \$ 14,336,741 |

CITY OF BELLMEAD
Budget Summary - All Funds
FY 2021

| | Projected Beginning Fund Balance | FY 2021 Revenues | FY 2021 Expenditures | Change in Fund Balance | Projected Ending Fund Balance ² | Fund Balance Reserve | % Change in Fund Balance |
|--|---|-----------------------------|---------------------------------|-----------------------------------|---|---------------------------------|-------------------------------------|
| Operating Funds | | | | | | | |
| ¹ General Fund | \$ 1,883,858 | \$ 5,856,614 | \$ 5,856,614 | \$ - | \$ 1,883,858 | 32.17% | 0.00% |
| ¹ Water & Sewer Fund | 7,178,134 | 3,448,733 | 6,614,707 | (3,165,974) | 4,012,160 | 60.66% | -44.11% |
| ¹ Street Maintenance Fund | 3,160,599 | 663,689 | 663,689 | - | 3,160,599 | 476.22% | 0.00% |
| Subtotal Operating Funds | <u>12,222,591</u> | <u>9,969,036</u> | <u>13,135,010</u> | <u>(3,165,974)</u> | <u>9,056,617</u> | <u>68.95%</u> | <u>-25.90%</u> |
| Debt Service Fund | <u>271,592</u> | <u>449,694</u> | <u>433,994</u> | <u>15,700</u> | <u>287,292</u> | <u>66.20%</u> | <u>5.78%</u> |
| Economic Development Fund | <u>3,410,045</u> | <u>821,378</u> | <u>1,658,240</u> | <u>(836,862)</u> | <u>2,573,183</u> | <u>155.18%</u> | <u>-24.54%</u> |
| Special Revenue Funds | | | | | | | |
| Child Safety Fund | 15,789 | 13,200 | 9,059 | 4,141 | 19,930 | 220.00% | 26.23% |
| Community Improvement Fund | 599,408 | 140,700 | 740,108 | (599,408) | - | | |
| WMARSS Fund | - | - | - | - | - | | |
| Court Technology Fund | 24,925 | 3,800 | 12,271 | (8,471) | 16,454 | | |
| Court Security Fee Fund | 25,606 | 3,300 | 10,401 | (7,101) | 18,505 | 177.92% | -27.73% |
| Court Truancy Prevention/Diversion Fund | 1,405 | 1,505 | 2,910 | (1,405) | - | | |
| Court Jury Fee Fund | 30 | 37 | 67 | (30) | - | | |
| ¹ Hotel/Motel Fund | 1,743,126 | 419,176 | 597,810 | (178,634) | 1,564,492 | 261.70% | -10.25% |
| Subtotal Special Revenue Funds | <u>2,410,289</u> | <u>581,718</u> | <u>1,372,626</u> | <u>(790,908)</u> | <u>1,619,381</u> | <u>117.98%</u> | <u>-32.81%</u> |
| Capital Projects Funds | | | | | | | |
| Governmental Grants Capital Projects Fund | 180,680 | - | 180,680 | (180,680) | - | | |
| ¹ Water/Sewer Capital Projects Fund | 456,249 | 4,101,500 | 4,057,749 | 43,751 | 500,000 | | |
| ¹ 2014 Certificates of Obligation-Gov Portion | 1,054,158 | 7,500 | 1,061,658 | (1,054,158) | - | | |
| Governmental Capital Projects Fund | 298,833 | - | 298,833 | (298,833) | - | | |
| ¹ 2014 Certificates of Obligation-WS Portion | 5,176,886 | 975,432 | 6,152,318 | (5,176,886) | - | | |
| Subtotal Capital Projects Funds | <u>7,166,806</u> | <u>5,084,432</u> | <u>11,751,238</u> | <u>(6,666,806)</u> | <u>500,000</u> | <u>4.25%</u> | <u>-93.02%</u> |
| Total All Funds | <u>\$ 25,481,323</u> | <u>\$ 16,906,258</u> | <u>\$ 28,351,108</u> | <u>\$ (11,444,850)</u> | <u>\$ 14,036,473</u> | <u>49.51%</u> | <u>-44.91%</u> |

¹ Major Funds

² Significant changes in fund balance are explained on the budget summary tab of each individual fund.

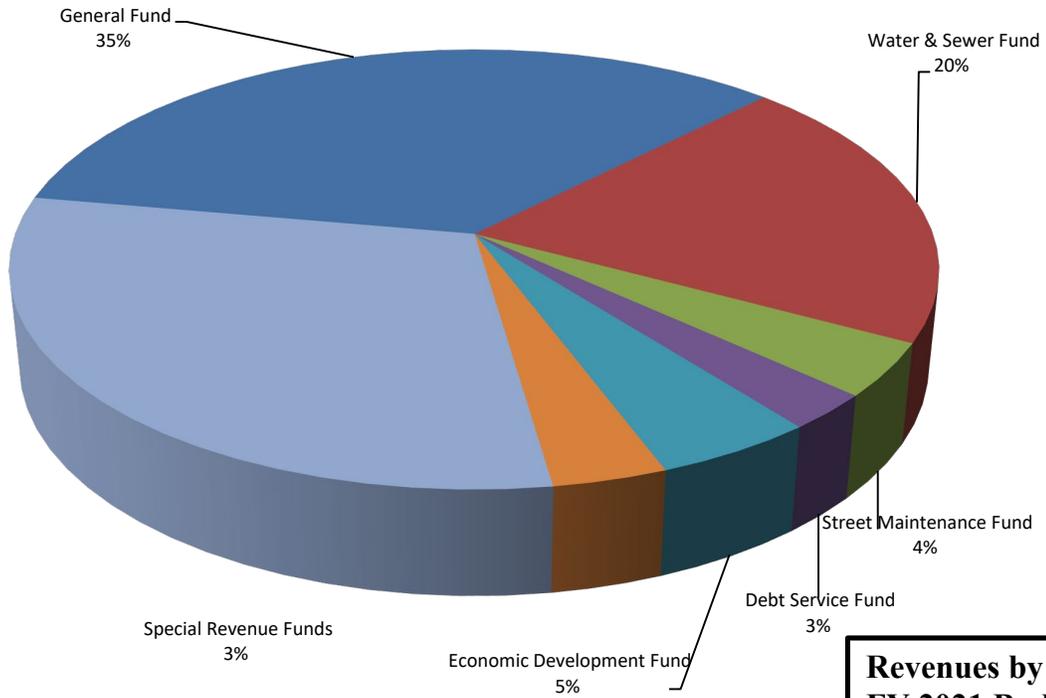
CITY OF BELLMEAD
Combined Annual Budget Summary
FY 2021

| | FY 2019 Actuals | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|---|---------------------|-----------------------|----------------------|----------------------|
| Revenues | | | | |
| Operating Funds | | | | |
| 1 General Fund | \$ 6,046,442 | \$ 5,879,781 | \$ 5,705,880 | \$ 5,856,614 |
| 1 Water & Sewer Fund | 2,785,349 | 3,073,533 | 2,874,635 | 3,448,733 |
| 1 Street Maintenance Fund | 691,882 | 671,467 | 663,945 | 663,689 |
| Economic Development Fund | 1,720,633 | 752,175 | 1,159,331 | 821,378 |
| Debt Service Fund | 415,621 | 407,420 | 404,596 | 449,694 |
| Special Revenue Funds | | | | |
| 1 Hotel/Motel Fund | 660,174 | 620,000 | 399,830 | 419,176 |
| Special Revenue Funds | 279,145 | 161,100 | 187,071 | 162,542 |
| Capital Projects Funds | | | | |
| 1 Water/Sewer Capital Projects Fund | 60,845 | - | 395,404 | 4,101,500 |
| 1 2014 Certificates of Obligation - Gov Portion | 160,144 | - | 11,000 | 7,500 |
| 1 2014 Certificates of Obligation - WS Portion | 5,596,119 | 2,475,432 | 1,535,000 | 975,432 |
| Capital Projects Funds | 901,474 | 1,148,500 | 1,334,200 | - |
| Total Revenues | 19,317,828 | 15,189,408 | 14,670,892 | 16,906,258 |
| Operating Expenditures | | | | |
| 1 General Fund | 5,688,043 | 5,831,781 | 5,321,547 | 5,846,614 |
| 1 Water & Sewer Fund | 1,583,855 | 2,312,803 | 2,218,631 | 2,807,401 |
| 1 Street Maintenance Fund | 88,297 | 583,199 | 535,239 | 631,689 |
| Economic Development Fund | 267,913 | 143,576 | 88,439 | 197,540 |
| Special Revenue Funds | | | | |
| 1 Hotel/Motel Fund | 496,023 | 509,629 | 394,281 | 597,810 |
| Special Revenue Funds | 367,115 | 353,956 | 103,211 | 774,816 |
| Total Operating Expenditures | 8,491,246 | 9,734,944 | 8,661,348 | 10,855,870 |
| Non-Operating Expenditures | | | | |
| 1 General Fund | 318,799 | 48,000 | 384,333 | 10,000 |
| 1 Water & Sewer Fund | 966,653 | 1,092,057 | 883,563 | 3,807,306 |
| 1 Street Maintenance Fund | 25,000 | 956,453 | 24,550 | 32,000 |
| Economic Development Fund | 12,500 | 1,963,200 | 1,660,700 | 1,460,700 |
| Debt Service Fund | 402,547 | 422,894 | 421,894 | 433,994 |
| Special Revenue Funds | | | | |
| 1 Hotel/Motel Fund | 185,500 | - | - | - |
| Special Revenue Funds | 29,502 | 71,965 | - | - |
| Capital Projects Funds | | | | |
| 1 Water/Sewer Capital Projects Fund | - | - | - | 4,057,749 |
| 1 2014 Certificates of Obligation - Gov Portion | 2,952,632 | 1,417,569 | 16,557 | 1,061,658 |
| 1 2014 Certificates of Obligation - WS Portion | 312,714 | 8,100,000 | 1,641,519 | 6,152,318 |
| Capital Projects Funds | 210,760 | 1,084,718 | 1,050,182 | 479,513 |
| Total Non-Operating Expenditures | 5,416,607 | 15,156,856 | 6,083,298 | 17,495,238 |
| Total Expenditures | 13,907,853 | 24,891,800 | 14,744,646 | 28,351,108 |
| Net Change in Fund Balance | \$ 5,409,975 | \$ (9,702,392) | \$ (73,754) | (11,444,850) |
| Fund Balance, Beginning | | | | 25,481,323 |
| Fund Balance, Ending | | | | \$ 14,036,473 |

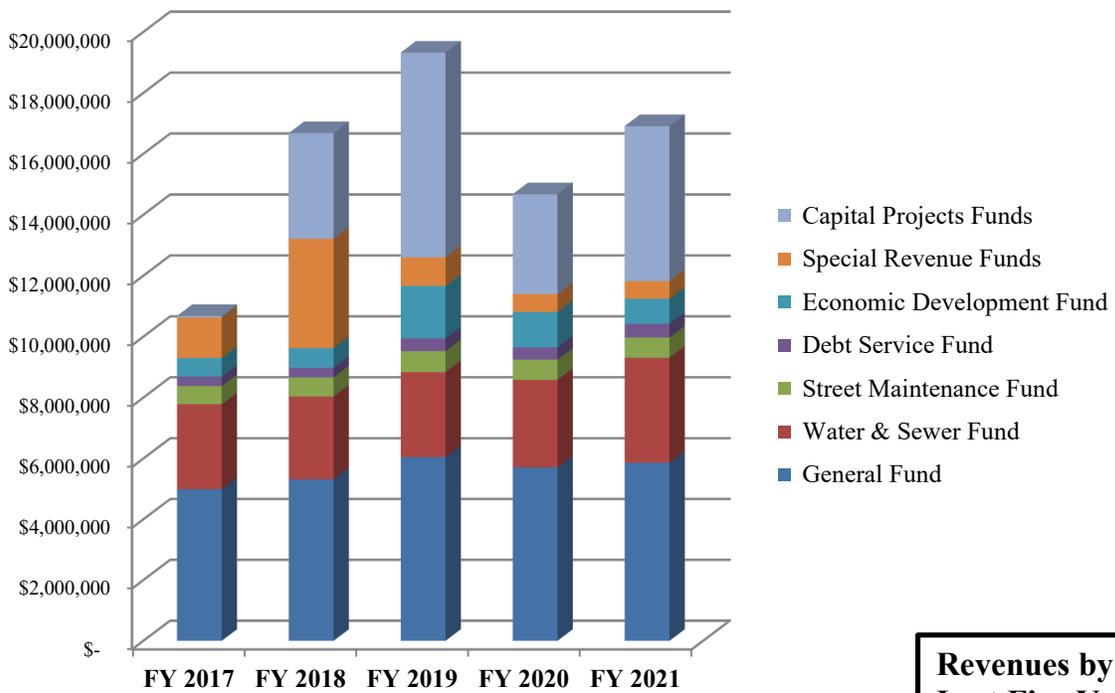
1 Major Funds

All Funds

-Revenues-



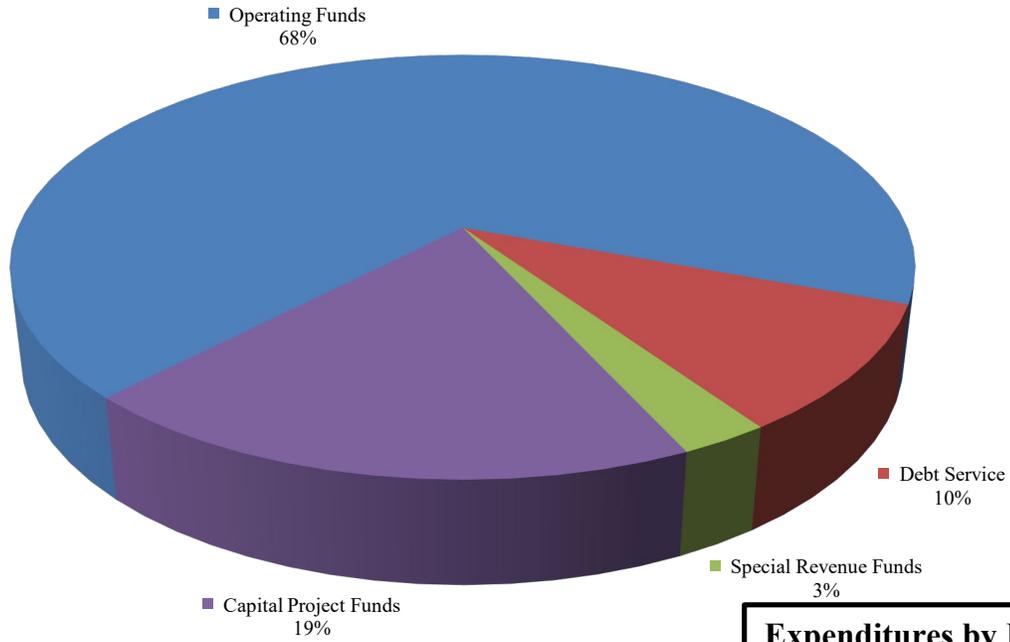
**Revenues by Fund
FY 2021 Budget**



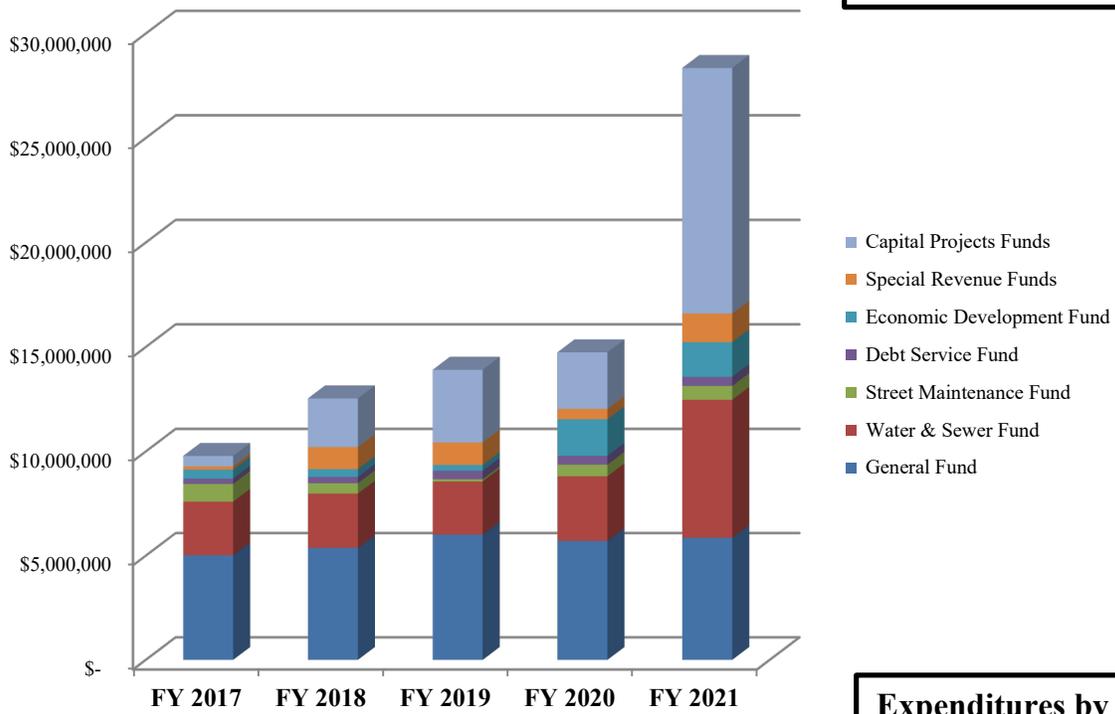
**Revenues by Fund
Last Five Years**

All Funds

-Expenditures-



**Expenditures by Fund
FY 2021 Budget**



**Expenditures by Fund
Last Five Years**



GENERAL FUND



The primary operating fund of the City of Bellmead is the General Fund. The General Fund is used to account for all financial resources not restricted to special or specific projects and/or funds that are not required to be accounted for in a different fund. The use of this fund is outlined by the *Codification of Governmental Accounting and Financial Reporting Standards*, Section 1300.104. The Governmental Accounting Standards Board *Codification*, Section 1300.106, prohibits the use of more than one general fund.

General Fund is used to account for all the financial resources except for those required to be accounted for in another fund. The General Fund accounts for basic City services such as municipal court, police, fire, and parks and leisure services. The three primary sources of revenue for this fund are sales tax, property tax, and franchise taxes.

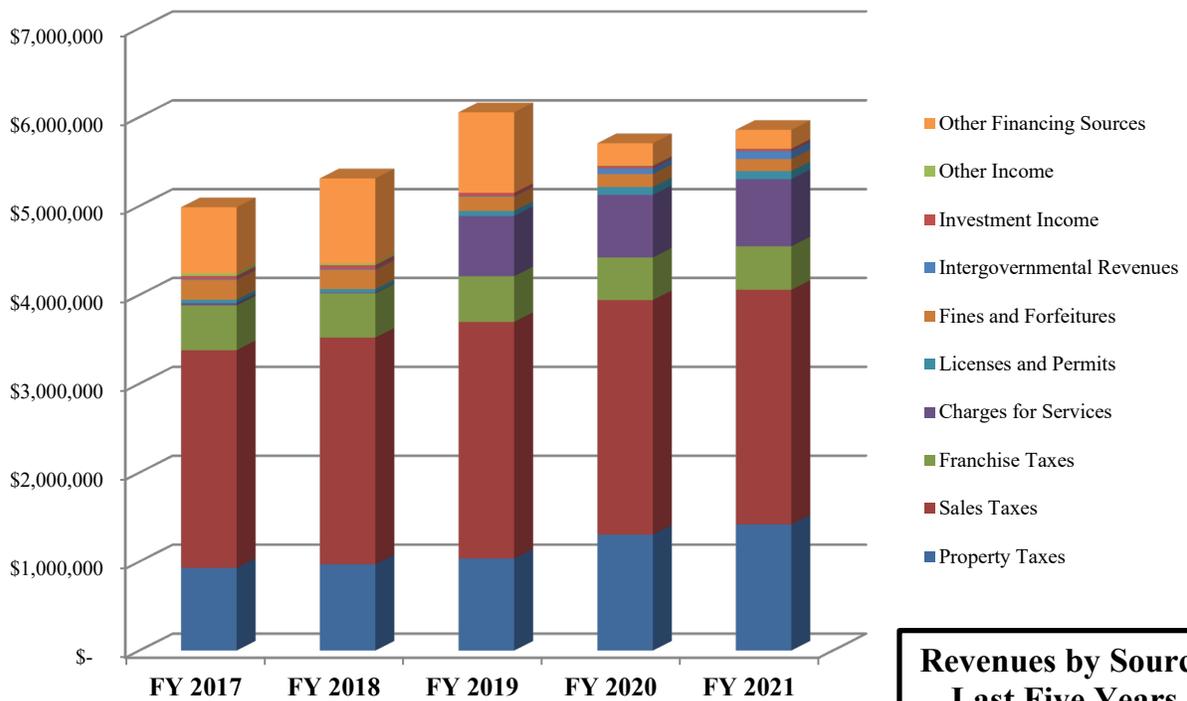
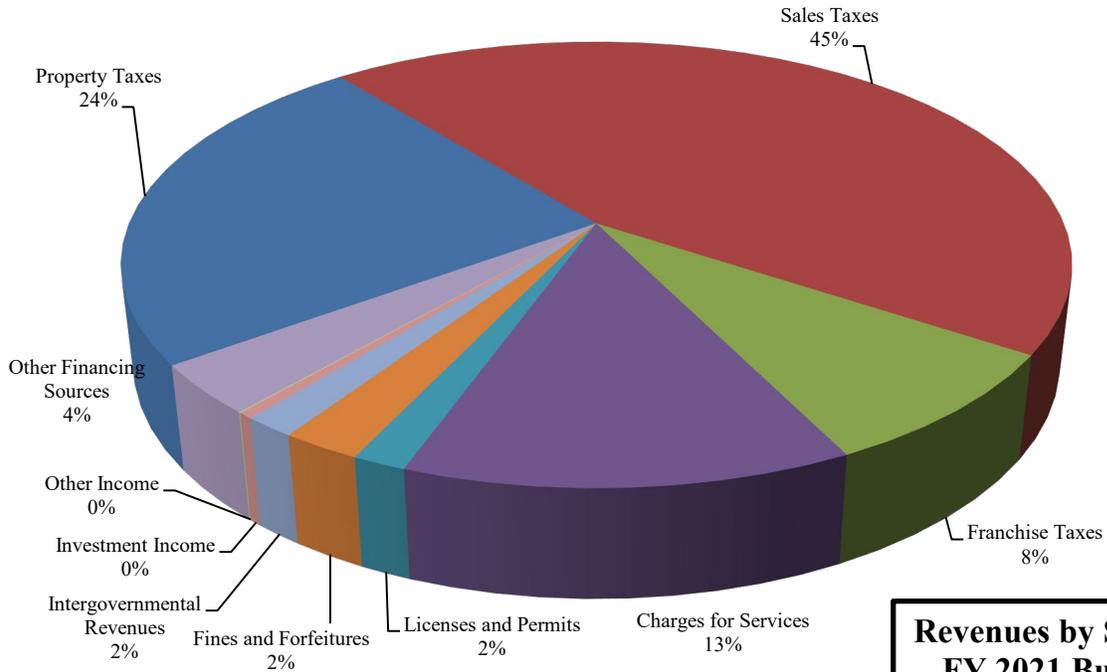


**General Fund
Budget Summary
FY 2021**

| | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget | Percent of Budget | % Change from FY 2020 Budget |
|--|---------------------------|---------------------------|------------------------------|---------------------------|------------------------------|---|
| Revenues | | | | | | |
| Property Taxes | \$ 1,033,854 | \$ 1,331,865 | \$ 1,302,061 | \$ 1,417,000 | 24.19% | 6.39% |
| Sales Taxes | 2,660,639 | 2,686,900 | 2,638,755 | 2,639,800 | 45.07% | -1.75% |
| Franchise Taxes | 514,688 | 521,080 | 479,704 | 489,600 | 8.36% | -6.04% |
| Licenses and Permits | 57,055 | 53,500 | 89,983 | 91,300 | 1.56% | 70.65% |
| Intergovernmental Revenues | 7,410 | 88,894 | 63,115 | 88,964 | 1.52% | 0.08% |
| Charges for Services | 677,203 | 737,900 | 703,184 | 754,900 | 12.89% | 2.30% |
| Fines and Forfeitures | 159,479 | 173,000 | 146,006 | 135,900 | 2.32% | -21.45% |
| Investment Income | 37,187 | 32,600 | 27,674 | 26,100 | 0.45% | -19.94% |
| Other Income | (7,572) | - | 6,355 | 2,900 | 0.05% | 100.00% |
| Other Financing Sources | 906,499 | 254,042 | 249,043 | 210,150 | 3.59% | -17.28% |
| Total Revenues | 6,046,442 | 5,879,781 | 5,705,880 | 5,856,614 | 100.00% | -0.39% |
| Operating Expenditures | | | | | | |
| General Government | | | | | | |
| City Council | 13,485 | 14,159 | 20,540 | 24,228 | 0.41% | 71.11% |
| Administration - City Manager | 301,190 | 219,673 | 184,599 | 218,104 | 3.72% | -0.71% |
| Administration - City Secretary | 82,618 | 113,672 | 89,008 | 104,501 | 1.78% | -8.07% |
| Finance - Operations | 465,822 | 235,856 | 224,771 | 217,071 | 3.71% | -7.96% |
| Finance - Solid Waste | 706,630 | 778,950 | 716,579 | 744,900 | 12.72% | -4.37% |
| Building Maintenance | 19,609 | 37,450 | 30,353 | 32,657 | 0.56% | -12.80% |
| Other Costs | 129,512 | 178,094 | 60,075 | 317,950 | 5.43% | 78.53% |
| Total General Government | 1,718,866 | 1,577,854 | 1,325,925 | 1,659,411 | 28.33% | 5.17% |
| Public Safety | | | | | | |
| Municipal Court | 225,410 | 216,167 | 165,324 | 164,700 | 2.81% | -23.81% |
| Police - Operations | 2,089,647 | 2,220,185 | 2,058,269 | 2,240,643 | 38.28% | 0.92% |
| Police - Code Compliance | 83,520 | 326,140 | 321,238 | 241,766 | 4.13% | -25.87% |
| Police - VCLG | - | - | - | 46,905 | 0.80% | NA |
| Police - VAWA CID | - | - | - | 62,816 | 1.07% | NA |
| Fire - Suppression | 1,124,374 | 1,031,226 | 1,037,804 | 1,059,148 | 18.08% | 2.71% |
| Fire - Inspections | 1,625 | 85,311 | 79,349 | 129,022 | 2.20% | NA |
| Total Public Safety | 3,524,576 | 3,879,029 | 3,661,984 | 3,945,000 | 67.37% | 1.70% |
| Public Works | | | | | | |
| Streets | 274,953 | 79,189 | 71,482 | - | 0.00% | -100.00% |
| Fleet | 121,123 | 140,847 | 100,333 | 72,863 | 1.24% | -48.27% |
| Parks | 48,525 | 154,862 | 161,823 | 169,340 | 2.89% | 9.35% |
| Total Public Works | 444,601 | 374,898 | 333,638 | 242,203 | 4.13% | -35.39% |
| Total Operating Expenditures | 5,688,043 | 5,831,781 | 5,321,547 | 5,846,614 | 99.83% | 0.25% |
| Non-Operating Expenditures | | | | | | |
| Capital Outlay | 193,057 | 48,000 | 85,500 | 10,000 | 0.17% | -79.17% |
| Transfers Out | 125,742 | - | 298,833 | - | 0.00% | NA |
| Total Non-Operating Expenditures | 318,799 | 48,000 | 384,333 | 10,000 | 0.17% | -79.17% |
| Total Expenditures | 6,006,842 | 5,879,781 | 5,705,880 | 5,856,614 | 100.00% | -0.39% |
| Net Change in Fund Balance | 39,600 | - | - | - | | |
| Fund Balance, Beginning | | | | 1,883,858 | | |
| Fund Balance, Ending | | | | \$ 1,883,858 | | |
| Minimum Fund Balance | | | | 1,461,654 | | |
| Projected Fund Balance in Excess of Minimum | | | | \$ 422,205 | | |

General Fund

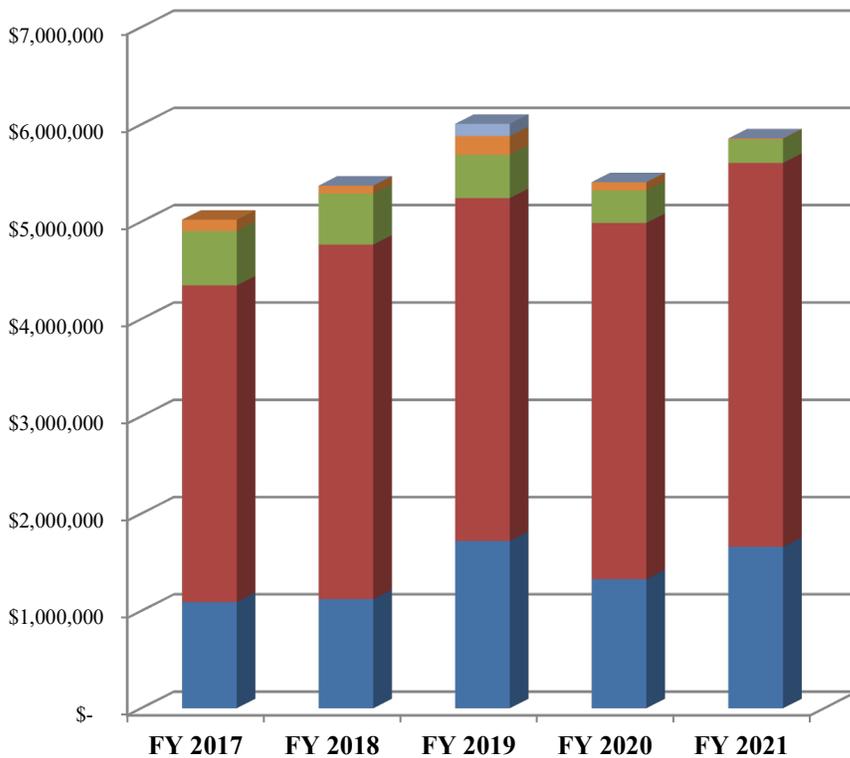
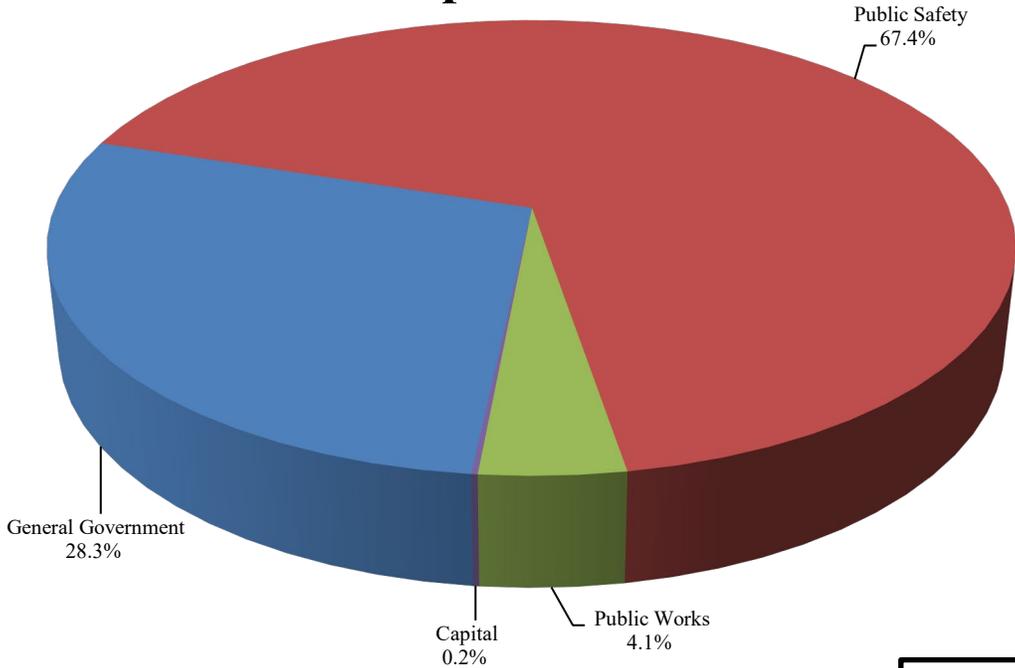
-Revenues-



Solid Waste revenues and expenditures were moved to the General Fund in FY 2019.

General Fund

-Expenditures-



**Expenditures
by Character
FY 2021 Budget**

**Expenditures
by Character
Last Five Years**

Solid Waste revenues and expenditures were moved to the General Fund in FY 2019.

General Fund Revenues

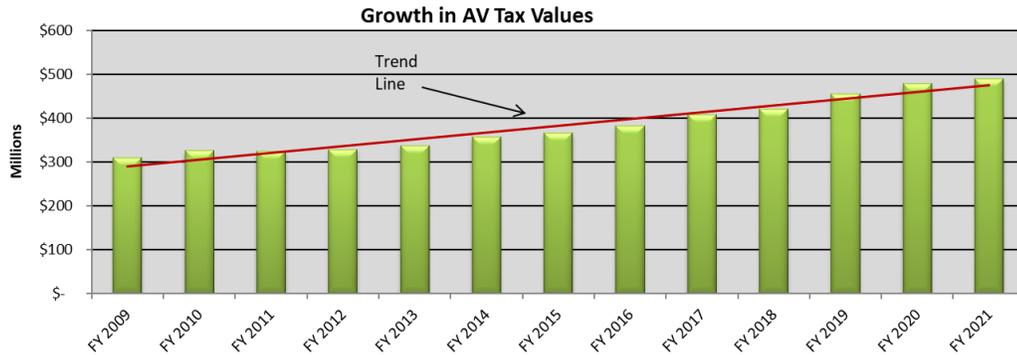
| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--------------------------------------|---------------------|---------------------|---------------------|---------------------|
| 10-4111 | Ad Valorem Taxes | \$ 994,025 | \$ 1,290,865 | \$ 1,265,731 | \$ 1,377,000 |
| 10-4112 | Delinquent Ad Valorem Taxes | \$ 20,804 | \$ 20,000 | \$ 23,271 | \$ 26,000 |
| 10-4121 | Sales Tax Revenue | \$ 2,600,173 | \$ 2,628,700 | \$ 2,580,953 | \$ 2,578,100 |
| 10-4131 | Bingo Tax Revenue | \$ 52,188 | \$ 50,000 | \$ 48,355 | \$ 50,700 |
| 10-4132 | Mixed Beverage Tax | \$ 8,278 | \$ 8,200 | \$ 9,447 | \$ 11,000 |
| 10-4181 | Electric Franchise Tax | \$ 317,179 | \$ 320,000 | \$ 303,977 | \$ 304,000 |
| 10-4182 | Cable Franchise Tax | \$ 71,858 | \$ 74,100 | \$ 70,306 | \$ 70,300 |
| 10-4183 | Gas Franchise Tax | \$ 81,442 | \$ 85,000 | \$ 70,198 | \$ 76,700 |
| 10-4184 | Telecom Franchise Tax | \$ 30,173 | \$ 26,100 | \$ 22,017 | \$ 24,200 |
| 10-4185 | Garbage Franchise Tax | \$ 14,036 | \$ 15,880 | \$ 13,206 | \$ 14,400 |
| 10-4191 | Tax Penalty and Interest | \$ 19,025 | \$ 21,000 | \$ 13,059 | \$ 14,000 |
| | Total Taxes | \$ 4,209,181 | \$ 4,539,845 | \$ 4,420,520 | \$ 4,546,400 |
| 10-4215 | Business Licenses | \$ 445 | \$ 600 | \$ 1,200 | \$ 1,200 |
| 10-4216 | Alcohol Permits | \$ 180 | \$ - | \$ 1,580 | \$ 1,600 |
| 10-4221 | Building Permits | \$ 24,178 | \$ 22,600 | \$ 31,373 | \$ 31,900 |
| 10-4222 | Plumbing Permits | \$ 16,114 | \$ 15,300 | \$ 20,922 | \$ 21,800 |
| 10-4223 | Electrical Permits | \$ 13,428 | \$ 12,600 | \$ 33,083 | \$ 33,000 |
| 10-4224 | Garage Sale Permits | \$ 2,475 | \$ 2,200 | \$ 1,750 | \$ 1,700 |
| 10-4231 | Solicitation Permits | \$ 235 | \$ 200 | \$ 75 | \$ 100 |
| | Total Licenses & Permits | \$ 57,055 | \$ 53,500 | \$ 89,983 | \$ 91,300 |
| 10-4310 | Court Overtime Reimbursement | \$ 30 | \$ - | \$ - | \$ - |
| 10-4311 | JAG Grant Revenue | \$ - | \$ - | \$ 981 | \$ - |
| 10-4312 | VAWA Grant Revenue | \$ - | \$ 40,684 | \$ 20,066 | \$ 43,557 |
| 10-4341 | VCLG Grant Revenue | \$ - | \$ 42,000 | \$ 38,612 | \$ 42,000 |
| 10-4343 | BVP Grant Revenue | \$ 750 | \$ - | \$ 3,456 | \$ 3,407 |
| 10-4371 | McLennan County Fire Services | \$ 6,630 | \$ 6,210 | \$ - | \$ - |
| | Total Intergovernmental | \$ 7,410 | \$ 88,894 | \$ 63,115 | \$ 88,964 |
| 10-4411 | Plat Fees | \$ 462 | \$ 1,000 | \$ 54 | \$ 2,000 |
| 10-4412 | Plan Review Fees | \$ - | \$ - | \$ - | \$ 2,000 |
| 10-4413 | Online Convenience Fees | \$ 1,107 | \$ 1,200 | \$ 1,285 | \$ - |
| 10-4414 | Open Record Request Fees | \$ 1,880 | \$ 2,000 | \$ 2,560 | \$ 2,600 |
| 10-4415 | Court Administration Fees | \$ 3,683 | \$ 4,200 | \$ 6,290 | \$ 6,300 |
| 10-4421 | Animal Control Revenue | \$ 5,060 | \$ 5,300 | \$ 3,075 | \$ 3,100 |
| 10-4422 | Code Enforcement Liens | \$ (370) | \$ - | \$ 5,739 | \$ - |
| 10-4441 | Refuse Collection Fees | \$ 651,686 | \$ 710,000 | \$ 670,308 | \$ 723,900 |
| 10-4442 | Refuse Contract Fees | \$ 13,560 | \$ 14,200 | \$ 13,406 | \$ 14,500 |
| 10-4443 | Recycling Proceeds | \$ 135 | \$ - | \$ 467 | \$ 500 |
| | Total Charges for Services | \$ 677,203 | \$ 737,900 | \$ 703,184 | \$ 754,900 |
| 10-4511 | Fines and Fees | \$ 159,479 | \$ 173,000 | \$ 146,006 | \$ 135,900 |
| | Total Fines & Forfeitures | \$ 159,479 | \$ 173,000 | \$ 146,006 | \$ 135,900 |
| 10-4611 | Interest | \$ 34,020 | \$ 32,000 | \$ 26,224 | \$ 24,600 |
| 10-4631 | Vending Machine Commissions | \$ 412 | \$ 400 | \$ 373 | \$ 400 |
| 10-4632 | Amusement Machine Commissions | \$ 755 | \$ 200 | \$ 890 | \$ 900 |
| 10-4635 | Rebates | \$ - | \$ - | \$ 187 | \$ 200 |
| 10-4641 | Contributions | \$ 2,000 | \$ - | \$ - | \$ - |
| | Total Investment Income | \$ 37,187 | \$ 32,600 | \$ 27,674 | \$ 26,100 |
| 10-4711 | Other Income | \$ (5,447) | \$ 2,000 | \$ 2,361 | \$ 2,400 |
| 10-4712 | Cash Over/Short | \$ (2,125) | \$ (2,000) | \$ 3,994 | \$ 500 |
| | Total Other Income | \$ (7,572) | \$ - | \$ 6,355 | \$ 2,900 |
| 10-4905 | Administrative Charges | \$ 844,430 | \$ - | \$ - | \$ - |
| 10-4910 | Transfer in From WS Fund | \$ - | \$ 249,042 | \$ 249,043 | \$ 205,150 |
| 10-4921 | Sale of City Property | \$ 37,505 | \$ 5,000 | \$ - | \$ 5,000 |
| 10-4922 | Insurance Reimbursements | \$ 24,564 | \$ - | \$ - | \$ - |
| | Total Other Financing Sources | \$ 906,499 | \$ 254,042 | \$ 249,043 | \$ 210,150 |
| | Total General Fund Revenues | \$ 6,046,442 | \$ 5,879,781 | \$ 5,705,880 | \$ 5,856,614 |

- GENERAL FUND REVENUES - Revenue Assumptions

| | |
|------------------------------------|--------------------|
| Current Ad Valorem Taxes | \$1,377,000 |
| Delinquent Ad Valorem Taxes | 26,000 |
| Penalty & Interest | 14,000 |

Ad valorem tax revenues are projected using a combination of methods. First, the taxable values for properties within the City of Bellmead are obtained from the McLennan County Appraisal District, which appraises value for all property within McLennan County. Next, the current tax levy is computed by applying the tax rate set by the City Council to the taxable roll. Finally, collection percentages based on historical experience for the City are applied to the current levy to project the various tax revenues.

The certified 2020 taxable value (for taxation in FY 2021) per the Appraisal District is \$489,110,300, an increase of \$8,092,189 or 1.68% from the 2019 taxable value.



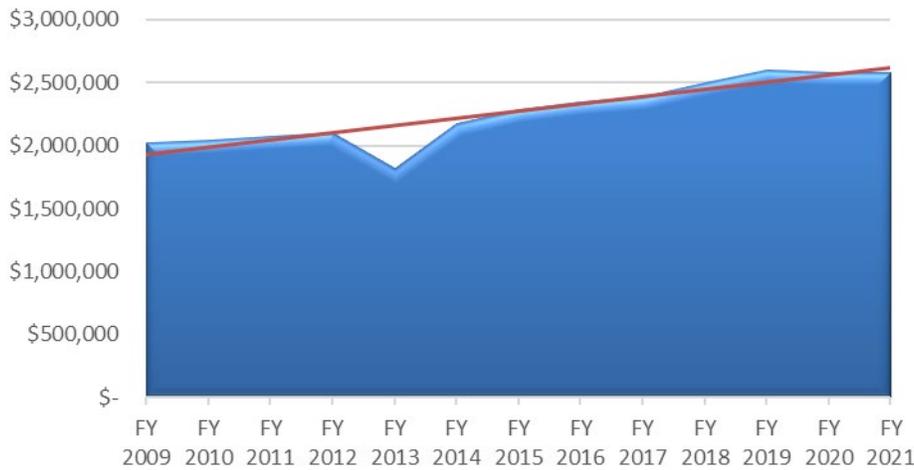
Current tax revenue in the General Fund is calculated using the maintenance and operations tax rate of \$0.287381 per \$100 of taxable value and a collection rate of 98%. Delinquent tax revenues, and penalty and interest are calculated as a percentage of the estimated delinquent taxes receivable at the beginning of the fiscal year.

| | |
|---------------------------|--------------------|
| Sales Tax | \$2,578,100 |
| Bingo Tax | 50,700 |
| Mixed Beverage Tax | 11,000 |

Sales tax revenues are derived from the local sales tax which is 1% of taxable sales within the City. Mixed beverage tax revenue is derived from a state revenue sharing program for city and county mixed beverage tax allocations. State statutes levy a tax of 14% on the gross receipts from the sales of mixed beverages in Texas. Each city is entitled to receive an allocation of 10.7143% of the taxes collected within the city on a quarterly basis. Bingo tax receipts are derived from a state tax levy of 5% of gross receipts from bingo games within the city.

Sales tax revenues are projected using a multi-year trend analysis. Sales tax revenues have increased each year since 1999 except for FY 2009 and FY 2013.

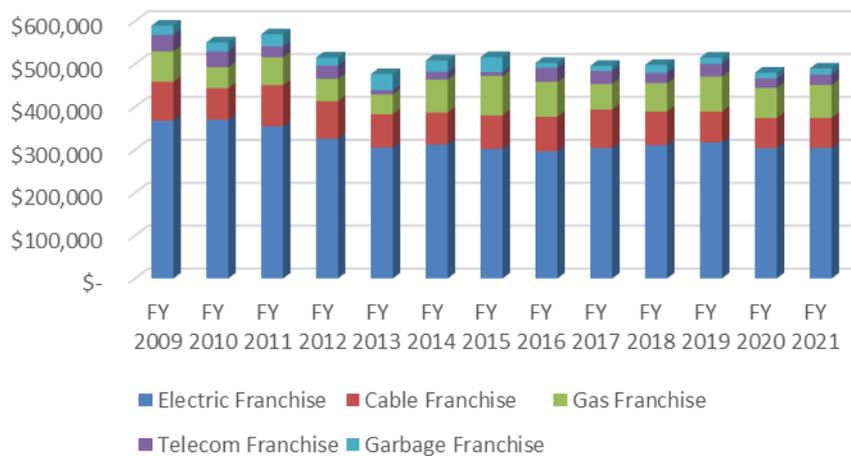
Historical Sales Tax Collections



| | |
|----------------------------------|------------------|
| Electric Franchise | \$304,000 |
| Cable Franchise | 70,300 |
| Gas Franchise | 76,700 |
| Telecomm Line Access Fees | 24,200 |
| Garbage Franchise | 14,400 |

Utility companies that use the City’s streets and rights-of-way while conducting their business pay fees to the City for that use. Franchise and access fees are paid by these companies as a percentage of gross receipts collected from their customers within the City of Bellmead. FY 2021 revenues are projected using FY 2020 receipts as a benchmark.

Historical Franchise Tax Collections



The chart above shows that the bulk of these revenues are generated from electric franchise fees.

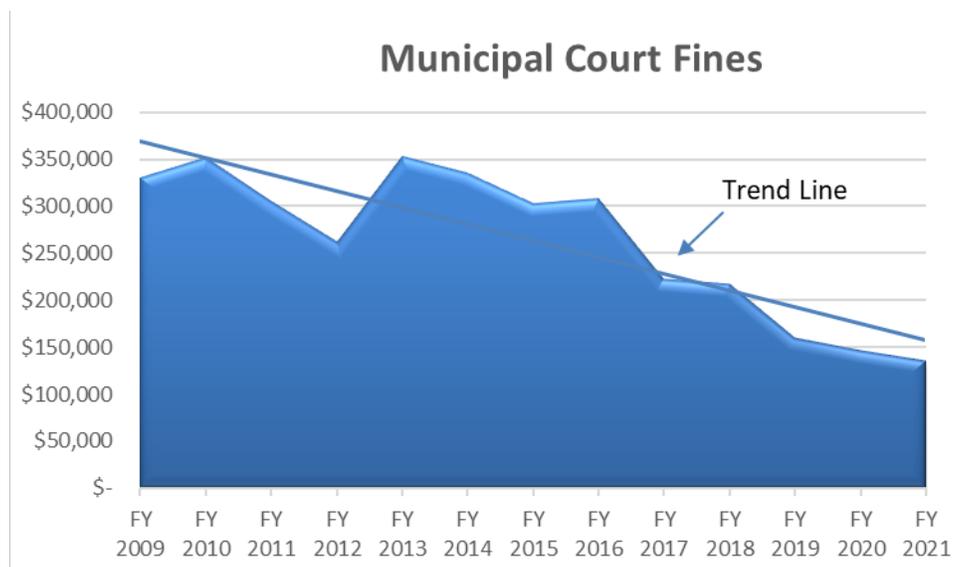
| | |
|-----------------------------|----------------|
| Business Licenses | \$1,200 |
| Alcohol Permits | 1,600 |
| Building Permits | 31,900 |
| Plumbing Permits | 21,800 |
| Electrical Permits | 33,000 |
| Garage Sale Permits | 1,700 |
| Solicitation Permits | 100 |

These revenue streams are elastic in nature and are directly related to the level of construction activity in the community.

| | |
|---|------------------|
| Municipal Court Fines & Fees | \$135,900 |
| Court Administration Fees | 6,300 |

Court fines and fees are levied by the Municipal Judge for violations of State laws and City ordinances. The State also levies fees on municipal fines, which are collected by the City and remitted to the State. The City is allowed to retain 10% of State fees as an administrative fee for collecting and processing the fees.

Court fines and fees are projected using multi-year trend analysis with ticket level and collection activity considered. FY 2021 revenues are projected to be below the FY 2020 year-end projected levels.



| | |
|------------------------|-----------------|
| Interest Income | \$24,600 |
|------------------------|-----------------|

Interest income is projected using a cash flow analysis to estimate investable cash balances. Interest rate trends for the current year are also considered in developing the projection. The City will invest all idle cash to maximize earnings. All the City’s idle cash funds are invested in the depository bank, TexPool, TexStar, TexasClass, money market accounts, or certificates of deposit.

| | |
|-----------------------------|------------------|
| Inter-fund Transfers | \$205,150 |
|-----------------------------|------------------|

The transfer from the Water and Sewer Fund is a payment in lieu of franchise fees in the amount of 5% of FY 2019 revenues.

Description

The Mayor and five Council members act as the elected representatives of the citizens of Bellmead to formulate public policy to meet community needs and assure orderly development in the City. City Council:

- Appoints the City Manager, City Attorney, Municipal Court Judge and various citizen boards and commissions.
- Adopts and updates the Comprehensive Plan as a framework for policy direction.
- Adopts the City's annual budget and ad valorem tax rate.
- Reviews/adopts all City ordinances and resolutions.
- Establishes the fees and rates for City goods and services.
- Approves purchases and contracts as prescribed by the City Charter and State Law.

Accomplishments

- Adopted Investment policy.
- Hired professional City Manager to lead the City with strategic vision.

Goals

- Adopt Comprehensive Plan as the framework for the community's future.
- Perform City Charter review.
- Preserve community character while preparing for future growth in the development of an ongoing growth management strategy.
- Adopt employee evaluation system to provide both the supervisor and employee an avenue for employee development and a system for the reward of good performance.

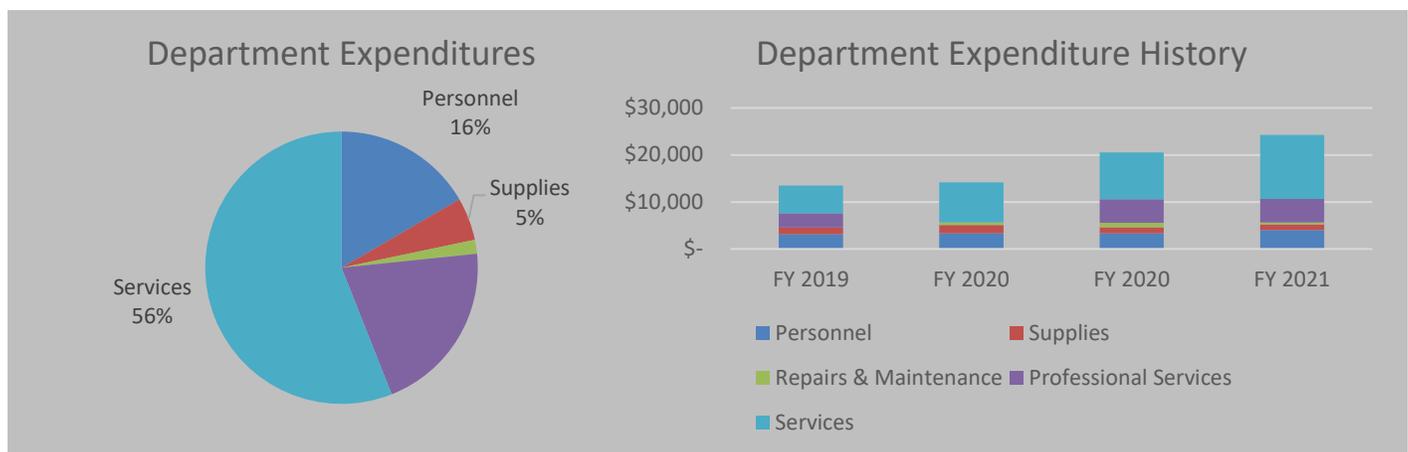
Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|------------------|------------------|-------------------|------------------|
| Personnel | \$ 3,157 | \$ 3,321 | \$ 3,321 | \$ 4,029 |
| Supplies | \$ 1,415 | \$ 1,756 | \$ 1,293 | \$ 1,230 |
| Repairs & Maintenance | \$ - | \$ 590 | \$ 985 | \$ 400 |
| Professional Services | \$ 3,053 | \$ - | \$ 5,000 | \$ 5,000 |
| Services | \$ 5,860 | \$ 8,492 | \$ 9,941 | \$ 13,569 |
| Total | \$ 13,485 | \$ 14,159 | \$ 20,540 | \$ 24,228 |

Staffing

| Position | FY 2019 Number | FY 2020 Number | FY 2021 Number |
|------------------|----------------|----------------|----------------|
| Mayor * | 1 | 1 | 1 |
| Council Member * | 5 | 5 | 5 |
| Total | 6 | 6 | 6 |

* Elected, unpaid positions.



City Council

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--|------------------|------------------|-------------------|------------------|
| 10-5-10-5101 | Salaries-Administrative | \$ 3,000 | \$ 3,000 | \$ 3,000 | \$ 3,000 |
| 10-5-10-5120 | FICA | \$ 153 | \$ 230 | \$ 230 | \$ 230 |
| 10-5-10-5124 | WC Insurance | \$ 4 | \$ 91 | \$ 91 | \$ 799 |
| | Total Personnel | \$ 3,157 | \$ 3,321 | \$ 3,321 | \$ 4,029 |
| 10-5-10-5201 | Office Supplies | \$ 570 | \$ 420 | \$ 350 | \$ 350 |
| 10-5-10-5203 | Postage | \$ - | \$ 100 | \$ - | \$ - |
| 10-5-10-5204 | Clothing Supplies | \$ 154 | \$ 180 | \$ 150 | \$ 180 |
| 10-5-10-5206 | Books & Periodicals | \$ - | \$ - | \$ 193 | \$ - |
| 10-5-10-5231 | Meeting Supplies | \$ 691 | \$ 1,056 | \$ 600 | \$ 700 |
| | Total Supplies | \$ 1,415 | \$ 1,756 | \$ 1,293 | \$ 1,230 |
| 10-5-10-5231 | Computer System Maintenance | \$ - | \$ 590 | \$ 985 | \$ 400 |
| | Total Repairs & Maintenance | \$ - | \$ 590 | \$ 985 | \$ 400 |
| 10-5-10-5404 | Legal Services | \$ 3,053 | \$ - | \$ 5,000 | \$ 5,000 |
| | Professional Services | \$ 3,053 | \$ - | \$ 5,000 | \$ 5,000 |
| 10-5-10-5502 | Communication Services | \$ 1,094 | \$ 720 | \$ 3,300 | \$ 3,840 |
| 10-5-10-5511 | Insurance-General Liability | \$ - | \$ 364 | \$ 252 | \$ 309 |
| 10-5-10-5512 | Insurance-Errors & Omissions | \$ - | \$ 623 | \$ 509 | \$ 585 |
| 10-5-10-5541 | Training & Travel | \$ 439 | \$ 2,802 | \$ 1,900 | \$ 3,000 |
| 10-5-10-5542 | Dues/Memberships | \$ 4,327 | \$ 3,983 | \$ 3,980 | \$ 5,835 |
| | Total Services | \$ 5,860 | \$ 8,492 | \$ 9,941 | \$ 13,569 |
| | Total City Council | \$ 13,485 | \$ 14,159 | \$ 20,540 | \$ 24,228 |

Description

The Administration department is comprised of two divisions:

1. City Manager
2. City Secretary

The details of these divisions follow.

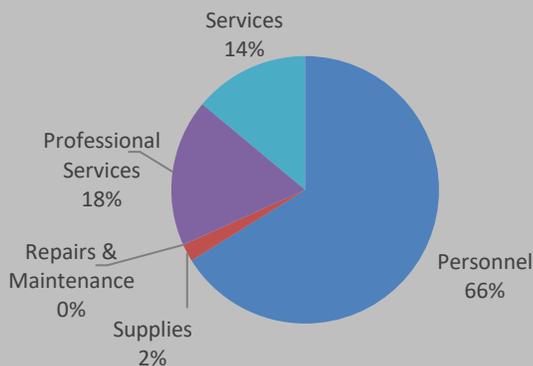
Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel | \$ 269,472 | \$ 215,213 | \$ 191,844 | \$ 213,335 |
| Supplies | \$ 9,002 | \$ 7,645 | \$ 10,088 | \$ 6,820 |
| Repairs & Maintenance | \$ 872 | \$ 890 | \$ 1,089 | \$ 42 |
| Professional Services | \$ 78,829 | \$ 67,615 | \$ 42,632 | \$ 57,450 |
| Services | \$ 25,633 | \$ 41,982 | \$ 27,954 | \$ 44,958 |
| Total | \$ 383,808 | \$ 333,345 | \$ 273,607 | \$ 322,605 |

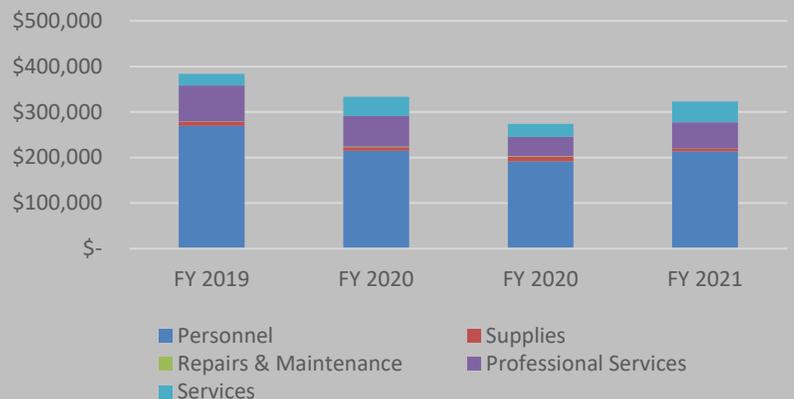
Staffing

| Position | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|--------------------------|----------------|-------------------|----------------|
| City Manager | 1.00 | 0.40 | 0.40 |
| Administrative Assistant | 1.00 | 0.90 | 0.90 |
| City Secretary | 1.00 | 1.00 | 1.00 |
| Total | 3.00 | 2.30 | 2.30 |

Department Expenditures



Department Expenditure History



Description

The City Manager is responsible for the overall general management of the City's affairs as determined by City Charter. The City Manager serves as the Chief Executive Officer of the City and is responsible for personnel management, financial management and all operational aspects. The City Manager:

- Serves as the primary point of contact and liaison to the City Council, the community, the press, boards and commissions and other agencies.
- Adopts and updates the Comprehensive Plan as a framework for policy direction.
- Reviews City ordinances and resolutions and proposes them to the City Council.
- Manages the City budget, ensuring the municipality operates within its budget.
- Approves the hiring and firing of all City employees and volunteers.

Accomplishments

- Filled important staffing roles with qualified individuals, including Police Chief, Public Works Director, and City Secretary.
- Implemented team building amongst the department heads and support staff throughout the City.
- Created employee evaluation/review forms to assess employee performance.
- Implemented background, physical, and drug testing requirements to be met prior to hire.
- Reduced the renewal cost of City dental plan by moving to United Healthcare, saving the City \$47,500.
- Renegotiated multiple contracts, resulting in annual savings of \$27,500.
- Sold condemned and excess property to revitalize the City and promote economic development.
- Implemented Little League Contract, setting parameters for which the league may utilize City fields.
- Implemented take-home vehicle approval process, eliminating excess take-home vehicles, creating accountability, and ensuring proper IRS reporting.

Goals

- Continue City-wide beautification project to promote economic development within the City.
- Continue branding the City with positive marketing to promote growth.
- Implement Public Work's strategic plan for cleanup days to pick up large trash in the City to better serve residents.
- Create Bellmead 2030, a comprehensive 10-year plan for Bellmead outlining specific policies to be enacted.
- Develop a system for employee growth and create a process to reward good performance.
- Hold City-wide festival to promote community cohesiveness and tourism.

Expenditure Summary

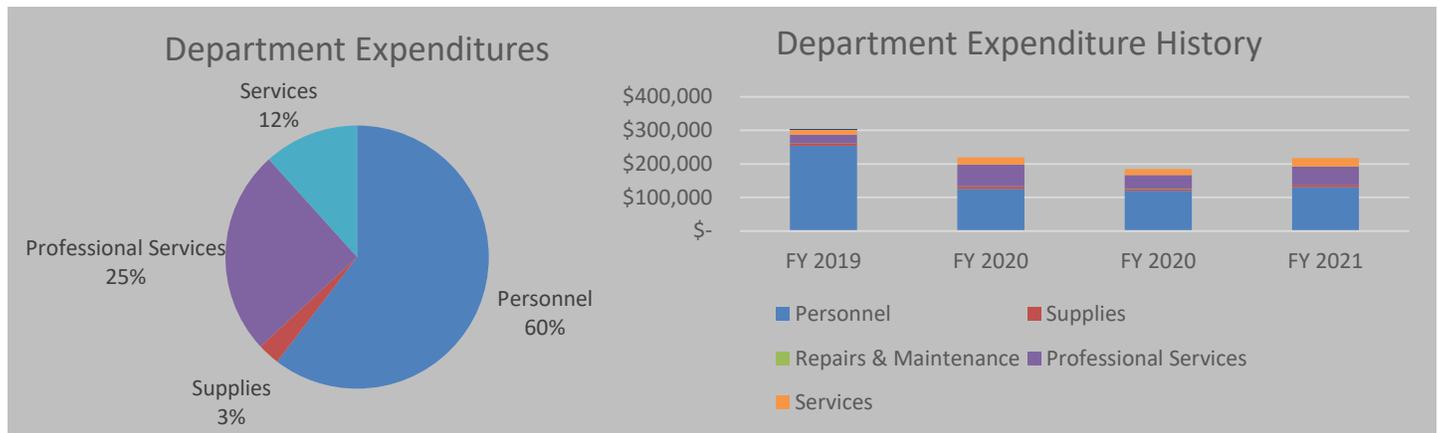
| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|---------------------------|---------------------------|------------------------------|---------------------------|
| Personnel | \$ 254,546 | \$ 125,890 | \$ 120,029 | \$ 131,699 |
| Supplies | \$ 6,810 | \$ 6,300 | \$ 5,880 | \$ 5,945 |
| Repairs & Maintenance | \$ 749 | \$ 710 | \$ 759 | \$ - |
| Professional Services | \$ 25,131 | \$ 65,000 | \$ 40,017 | \$ 55,000 |
| Services | \$ 13,954 | \$ 21,773 | \$ 17,914 | \$ 25,460 |
| Total | \$ 301,190 | \$ 219,673 | \$ 184,599 | \$ 218,104 |

Performance Measures

| Measurement | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|--------------------------|---------------------------|------------------------------|---------------------------|
| Employee Turnover | 39.19% | 20.00% | 20.00% |
| Employee Tenure in Years | 5.00 | 5.04 | 5.25 |
| Bond Rating | AA- | AA- | AA- |

Staffing

| Position | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|--------------------------|---------------------------|------------------------------|---------------------------|
| City Manager | 1.00 | 0.40 | 0.40 |
| Administrative Assistant | 1.00 | 0.90 | 0.90 |
| Total | 2.00 | 1.30 | 1.30 |



Administration - City Manager

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--|-----------------------|-----------------------|--------------------------|-----------------------|
| 10-5-20-5101 | Salaries-Administrative | \$ 217,617 | \$ 54,080 | \$ 52,800 | \$ 62,400 |
| 10-5-20-5104 | Salaries-Operations | \$ 1,115 | \$ 45,677 | \$ 44,491 | \$ 34,707 |
| 10-5-20-5110 | Overtime | \$ 128 | \$ - | \$ 135 | \$ 1,042 |
| 10-5-20-5112 | Longevity | \$ - | \$ - | \$ 194 | \$ - |
| 10-5-20-5113 | Certification/Education Pay | \$ - | \$ - | \$ 832 | \$ 1,248 |
| 10-5-20-5114 | Allowances | \$ - | \$ - | \$ - | \$ 2,880 |
| 10-5-20-5120 | FICA | \$ 14,199 | \$ 7,631 | \$ 7,729 | \$ 7,825 |
| 10-5-20-5124 | WC Insurance | \$ 546 | \$ 248 | \$ 264 | \$ 222 |
| 10-5-20-5130 | TMRS | \$ 11,829 | \$ 8,843 | \$ 4,173 | \$ 8,500 |
| 10-5-20-5150 | Group Insurance | \$ 9,112 | \$ 9,411 | \$ 9,411 | \$ 12,875 |
| | Total Personnel | \$ 254,546 | \$ 125,890 | \$ 120,029 | \$ 131,699 |
| 10-5-20-5201 | Office Supplies | \$ 3,930 | \$ 3,200 | \$ 3,200 | \$ 3,200 |
| 10-5-20-5203 | Postage | \$ 108 | \$ 500 | \$ 90 | \$ 100 |
| 10-5-20-5204 | Clothing Supplies | \$ 43 | \$ - | \$ 90 | \$ 45 |
| 10-5-20-5207 | Fuel | \$ 33 | \$ - | \$ - | \$ - |
| 10-5-20-5210 | Tools & Other Supplies | \$ 1,148 | \$ 1,500 | \$ 1,500 | \$ 1,500 |
| 10-5-20-5215 | Small Equipment | \$ 1,548 | \$ 1,100 | \$ 1,000 | \$ 1,100 |
| | Total Supplies | \$ 6,810 | \$ 6,300 | \$ 5,880 | \$ 5,945 |
| 10-5-20-5323 | Computer System Maintenance | \$ 749 | \$ 710 | \$ 759 | \$ - |
| | Total Repairs & Maintenance | \$ 749 | \$ 710 | \$ 759 | \$ - |
| 10-5-20-5402 | Engineering Services | \$ - | \$ 10,000 | \$ - | \$ - |
| 10-5-20-5403 | Accounting Services | \$ - | \$ - | \$ 17 | \$ - |
| 10-5-20-5404 | Legal Services | \$ 25,131 | \$ 40,000 | \$ 40,000 | \$ 40,000 |
| 10-5-20-5408 | Consulting Services | \$ - | \$ 15,000 | \$ - | \$ 15,000 |
| | Total Professional Services | \$ 25,131 | \$ 65,000 | \$ 40,017 | \$ 55,000 |
| 10-5-20-5502 | Communication Services | \$ 2,405 | \$ 3,000 | \$ 2,580 | \$ 2,688 |
| 10-5-20-5504 | Internet Services | \$ 325 | \$ 360 | \$ 350 | \$ 420 |
| 10-5-20-5511 | Insurances-General Liability | \$ - | \$ 121 | \$ 84 | \$ 103 |
| 10-5-20-5512 | Insurance-Errors & Omissions | \$ - | \$ 208 | \$ 170 | \$ 195 |
| 10-5-20-5517 | Insurance-Property | \$ - | \$ 1,912 | \$ 1,882 | \$ 1,920 |
| 10-5-20-5521 | Advertising/Marketing | \$ 1,086 | \$ 3,300 | \$ 1,507 | \$ 3,300 |
| 10-5-20-5531 | Equipment Rental | \$ 2,674 | \$ 2,676 | \$ 2,676 | \$ 2,674 |
| 10-5-20-5541 | Training & Travel | \$ 5,724 | \$ 5,665 | \$ 5,665 | \$ 6,665 |
| 10-5-20-5542 | Dues/Memberships | \$ 1,740 | \$ 4,531 | \$ 3,000 | \$ 3,245 |
| 10-5-20-5543 | Employee Relations | \$ - | \$ - | \$ - | \$ 4,250 |
| | Total Services | \$ 13,954 | \$ 21,773 | \$ 17,914 | \$ 25,460 |
| | Total Admin - City Manager | \$ 301,190 | \$ 219,673 | \$ 184,599 | \$ 218,104 |



Description

The City Secretary is responsible for documenting, publishing, and archiving official records. The City Secretary administers the organization-wide records management program, provides record retrieval, and processes requests for public information. The City Secretary's other responsibilities include:

- Coordinating the City Council agenda process, attending City Council meetings, and preparation of the official minutes.
- Preparing and distributing all boards and commission meeting packets, coordinates the appointment process, and monitors terms and attendance.
- Posting all open meetings and events, publishing and distributing public hearing notices as required by law.
- Administration of all municipal elections.
- The annual ordinance codification process
- Coordinating the bidding process for all City departments when sealed bids are required.
- Editing the City of Bellmead website where it pertains to her area of responsibility.
- Preparing written materials including, but not limited to, general correspondence, reports and policies, and conducts research and performs special projects as assigned by the City Manager.

Accomplishments

- Implemented an agenda management process.
- Implemented a record keeping/filing indexing system for building plans.
- Implemented the destruction of departmental records that have reached retention.

Goals

- Assist with the implementation of revisions to the City of Bellmead Charter.
- Organize and track TABC licenses.
- Organize and track liens.
- Create orientation packet with City profiles and department functions for elected and appointed officials.
- Create election packet with City/State regulations.

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|---------------------------|---------------------------|------------------------------|---------------------------|
| Personnel | \$ 14,926 | \$ 89,323 | \$ 71,815 | \$ 81,636 |
| Supplies | \$ 2,192 | \$ 1,345 | \$ 4,208 | \$ 875 |
| Repairs & Maintenance | \$ 123 | \$ 180 | \$ 330 | \$ 42 |
| Professional Services | \$ 53,698 | \$ 2,615 | \$ 2,615 | \$ 2,450 |
| Services | \$ 11,679 | \$ 20,209 | \$ 10,040 | \$ 19,498 |
| Total | \$ 82,618 | \$ 113,672 | \$ 89,008 | \$ 104,501 |

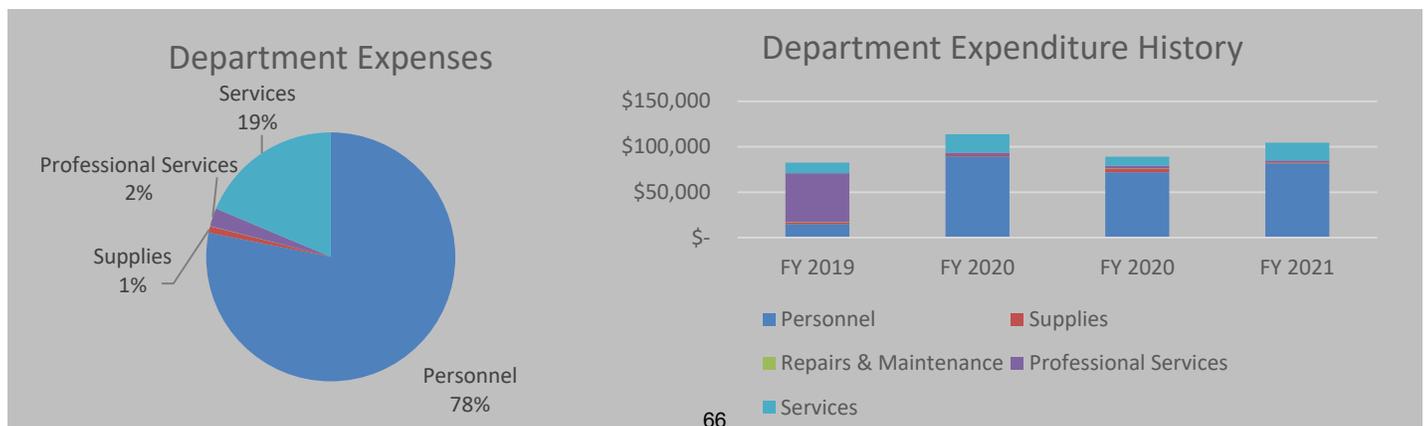
Performance Measures

| Measurement | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|--------------------------|---------------------------|------------------------------|---------------------------|
| Council Meetings | 12 | 12 | 12 |
| Special Council Meetings | 9 | 10 | 10 |
| Elections | 1 | 1 | 1 |
| Proclamations | 10 | 10 | 10 |
| Resolutions Indexed | 99 | 150 | 150 |
| Ordinances Indexed | 8 | 20 | 20 |
| Alcohol Permits | 5 | 10 | 15 |
| Liens | | 25 | 25 |
| Open Records Requests | 31 | 50 | 50 |

** Beer permits are issued every two years beginning January 2012.

Staffing

| Position | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|-----------------|---------------------------|------------------------------|---------------------------|
| City Secretary | 1.00 | 1.00 | 1.00 |
| Total | 1.00 | 1.00 | 1.00 |



Administration - City Secretary

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--------------------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 10-5-21-5102 | Salaries-Professional | \$ 7,443 | \$ 70,325 | \$ 55,112 | \$ 63,865 |
| 10-5-21-5120 | FICA | \$ 463 | \$ 5,380 | \$ 4,204 | \$ 4,886 |
| 10-5-21-5124 | WC Insurance | \$ 15 | \$ 175 | \$ 175 | \$ 139 |
| 10-5-21-5125 | Unemployment Tax | \$ 6,460 | \$ - | \$ - | \$ - |
| 10-5-21-5130 | TMRS | \$ 545 | \$ 6,235 | \$ 5,116 | \$ 5,308 |
| 10-5-21-5150 | Group Insurance | \$ - | \$ 7,208 | \$ 7,208 | \$ 7,438 |
| | Total Personnel | \$ 14,926 | \$ 89,323 | \$ 71,815 | \$ 81,636 |
| 10-5-21-5201 | Office Supplies | \$ 856 | \$ 825 | \$ 675 | \$ 675 |
| 10-5-21-5203 | Postage | \$ 102 | \$ 150 | \$ 140 | \$ 170 |
| 10-5-21-5206 | Books & Periodicals | \$ - | \$ 370 | \$ 23 | \$ 30 |
| 10-5-21-5210 | Tools & Other Supplies | \$ 201 | \$ - | \$ 370 | \$ - |
| 10-5-21-5215 | Small Equipment | \$ 1,033 | \$ - | \$ 3,000 | \$ - |
| | Total Supplies | \$ 2,192 | \$ 1,345 | \$ 4,208 | \$ 875 |
| 10-5-21-5301 | Building Maintenance | \$ 123 | \$ - | \$ 26 | \$ 42 |
| 10-5-21-5323 | Computer System Maintenance | \$ - | \$ 180 | \$ 304 | \$ - |
| | Total Repairs and Maintenance | \$ 123 | \$ 180 | \$ 330 | \$ 42 |
| 10-5-21-5406 | Information Technology Services | \$ 950 | \$ 950 | \$ 950 | \$ 950 |
| 10-5-21-5408 | Consulting Services | \$ 52,020 | \$ - | \$ - | \$ - |
| 10-5-21-5409 | Special Services | \$ 728 | \$ 1,665 | \$ 1,665 | \$ 1,500 |
| | Total Professional Services | \$ 53,698 | \$ 2,615 | \$ 2,615 | \$ 2,450 |
| 10-5-21-5502 | Communication Services | \$ 405 | \$ 420 | \$ 461 | \$ 504 |
| 10-5-21-5511 | Insurance-General Liability | \$ - | \$ 61 | \$ 42 | \$ 52 |
| 10-5-21-5512 | Insurance-Errors & Omissions | \$ - | \$ 104 | \$ 85 | \$ 98 |
| 10-5-21-5517 | Insurance-Property | \$ - | \$ 119 | \$ 117 | \$ 119 |
| 10-5-21-5522 | Legal Notices | \$ 1,379 | \$ 1,680 | \$ 3,280 | \$ 3,000 |
| 10-5-21-5523 | Filing & Recording Fees | \$ - | \$ 3,100 | \$ 875 | \$ 1,000 |
| 10-5-21-5541 | Training & Travel | \$ 75 | \$ 2,920 | \$ 2,500 | \$ 2,920 |
| 10-5-21-5542 | Due/Memberships | \$ 25 | \$ 140 | \$ 315 | \$ 140 |
| 10-5-21-5551 | Elections | \$ 8,709 | \$ 10,000 | \$ - | \$ 10,000 |
| 10-5-21-5557 | Codification of Ordinances | \$ 1,086 | \$ 1,665 | \$ 2,365 | \$ 1,665 |
| | Total Services | \$ 11,679 | \$ 20,209 | \$ 10,040 | \$ 19,498 |
| | Total Admin-City Secretary | \$ 82,618 | \$ 113,672 | \$ 89,008 | \$ 104,501 |

Description

The Administration department is comprised of two divisions:

1. Operations
2. Solid Waste

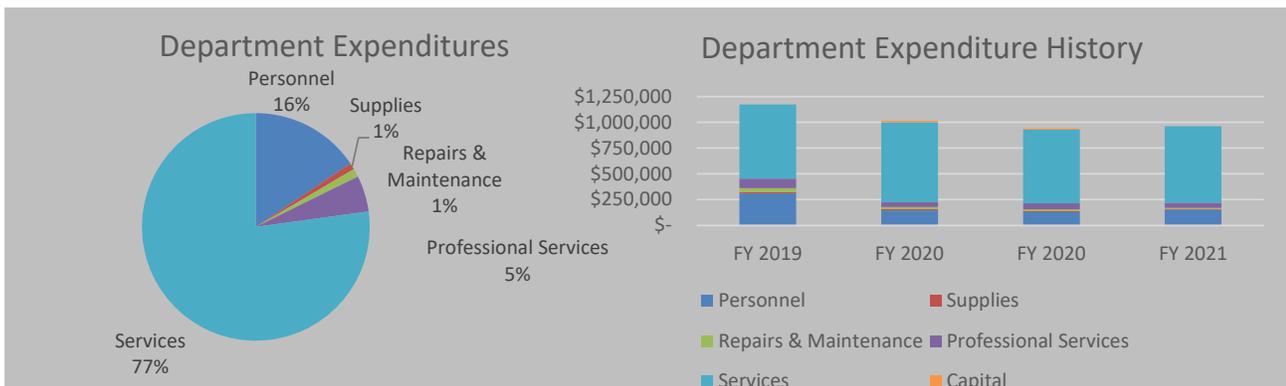
The details of these divisions follow.

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|---------------------|---------------------|-------------------|-------------------|
| Personnel | \$ 309,541 | \$ 146,675 | \$ 128,951 | \$ 150,073 |
| Supplies | \$ 15,085 | \$ 13,210 | \$ 9,968 | \$ 8,750 |
| Repairs & Maintenance | \$ 36,648 | \$ 17,689 | \$ 17,689 | \$ 11,495 |
| Professional Services | \$ 91,936 | \$ 47,476 | \$ 58,884 | \$ 49,204 |
| Services | \$ 719,242 | \$ 777,256 | \$ 714,292 | \$ 742,449 |
| Capital | \$ - | \$ 12,500 | \$ 11,566 | \$ - |
| Total | \$ 1,172,452 | \$ 1,014,806 | \$ 941,350 | \$ 961,971 |

Staffing

| Position | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|---------------------------------|----------------|-------------------|----------------|
| Assistant City Manager/CFO | 1.00 | 0.35 | 0.35 |
| Staff Accountant | 1.00 | 0.55 | 0.55 |
| Accounting Specialist | 1.00 | 0.85 | 0.85 |
| Customer Service Representative | 1.00 | 0.15 | 0.15 |
| Utility Billing Specialist | 1.00 | 0.10 | 0.10 |
| Intern | 0.50 | 0.50 | 0.50 |
| Total | 5.50 | 2.50 | 2.50 |



Description

- Responsible for the collection, investment, disbursement & documentation of all City funds.
- Prepares and publishes the City's annual budget document and annual comprehensive financial report (audit).
- Monitors and approves all City purchases and expenditures.
- Responsible for all banking and investment transactions.
- Prepares information and forecasts for the budget process, monitors budget appropriations.
- Prepares reports, analysis, and information as needed by the City Manager, City Council, and other departments.
- Provides oversight/management of risk management services.
- Coordinates the City's personnel function including processing new hires, terminations, and promotions; maintaining personnel records; and administering personnel benefits.

Accomplishments

- Received the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award for the first time in the City's history.
- Prepared Comprehensive Annual Financial Report and submitted it to the GFOA Certificate of Achievement for Excellence in Financial Reporting Program as evidence of City's commitment to transparency and full disclosure.
- Implemented stronger financial controls and accounting methods which decreased deficiencies noted by auditors in FY 2018 from thirty-two to four, which have now all been corrected.
- Revised and standardized all job descriptions, human resource forms and processes.
- Implemented FMLA processes and informed department heads of the requirement to follow FMLA guidelines to protect both the City and the employee.
- Maximized investment earnings while maintaining the safety and liquidity of the City's portfolio.
- Corrected investment report to be in compliance with the Public Fund's Investment Act.
- Implemented unclaimed property procedures to bring the City into compliance with state statute.
- Completed audit of City-wide phone bills, saving \$20,000.
- Completed audit of take-home vehicles to ensure proper reporting to IRS.
- Completed City-wide audit of vehicles and reconciled to TML insurance records and fuel cards.
- Updated Finance Department webpage for efficiency and ease of use.

Goals

- Implement process to collect debts owed to the City.
- Complete City-wide audit of assets and reconcile to TML insurance records.
- Create IT replacement program.
- Create fleet replacement program.

Expenditure Summary

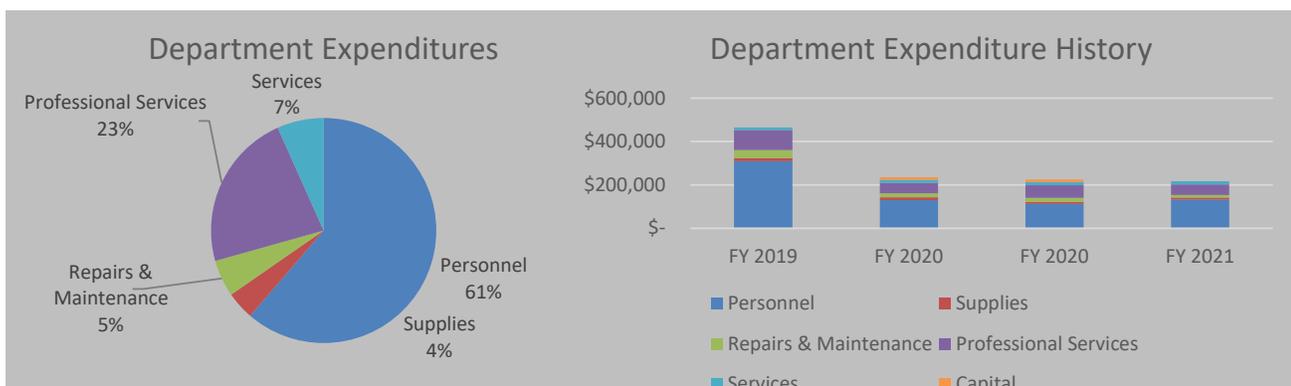
| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|---------------------------|---------------------------|------------------------------|---------------------------|
| Personnel | \$ 309,273 | \$ 130,325 | \$ 112,476 | \$ 133,093 |
| Supplies | \$ 15,085 | \$ 13,210 | \$ 9,968 | \$ 8,750 |
| Repairs & Maintenance | \$ 36,648 | \$ 17,689 | \$ 17,689 | \$ 11,495 |
| Professional Services | \$ 91,936 | \$ 47,476 | \$ 58,884 | \$ 49,204 |
| Services | \$ 12,880 | \$ 14,656 | \$ 14,188 | \$ 14,529 |
| Capital | \$ - | \$ 12,500 | \$ 11,566 | \$ - |
| Total | \$ 465,822 | \$ 235,856 | \$ 224,771 | \$ 217,071 |

Performance Measures

| Measurement | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|---------------------------|---------------------------|------------------------------|---------------------------|
| Budget Prepared | √ | √ | √ |
| Annual Audit Performed | √ | √ | √ |
| GFOA Certificate - CAFR | - | √ | √ |
| GFOA Certificate - Budget | - | √ | √ |
| Purchase Orders Issued | 115 | 730 | 803 |
| EFTs Issued | 52 | 165 | 182 |
| Drafts | 124 | 135 | 150 |
| A/P Checks Processed | 2,667 | 2,294 | 2,064 |

Staffing

| Position | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|---------------------------------|---------------------------|------------------------------|---------------------------|
| Assistant City Manager/CFO | 1.00 | 0.30 | 0.30 |
| Staff Accountant | 1.00 | 0.50 | 0.50 |
| Accounting Specialist | 1.00 | 0.85 | 0.85 |
| Customer Service Representative | 1.00 | 0.10 | 0.10 |
| Utility Billing Specialist | 1.00 | - | - |
| Intern | 0.50 | 0.50 | 0.50 |
| Total | 5.50 | 2.25 | 2.25 |



Finance - Operations

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--|--------------------------------|-----------------------|--------------------------|-----------------------|
| 10-5-31-5101 | Salaries-Administrative | \$ 235,933 | \$ 31,514 | \$ 30,768 | \$ 32,367 |
| 10-5-31-5102 | Salaries-Professional | \$ 462 | \$ 24,960 | \$ 21,048 | \$ 21,580 |
| 10-5-31-5104 | Salaries-Operations | \$ 380 | \$ 33,224 | \$ 29,185 | \$ 34,078 |
| 10-5-31-5109 | Salaries-Part Time | \$ 7,145 | \$ 11,440 | \$ 10,000 | \$ 11,440 |
| 10-5-31-5112 | Longevity | \$ 455 | \$ 51 | \$ 51 | \$ - |
| 10-5-31-5113 | Certification/Education Pay | \$ - | \$ - | \$ 562 | \$ 3,432 |
| 10-5-31-5114 | Allowances | \$ 333 | \$ 499 | \$ 1,260 | \$ 1,260 |
| 10-5-31-5120 | FICA | \$ 18,553 | \$ 7,741 | \$ 6,525 | \$ 7,968 |
| 10-5-31-5124 | WC Insurance | \$ 619 | \$ 251 | \$ 258 | \$ 227 |
| 10-5-31-5130 | TMRS | \$ 21,981 | \$ 8,000 | \$ 7,527 | \$ 7,705 |
| 10-5-31-5150 | Group Insurance | \$ 23,412 | \$ 12,645 | \$ 5,292 | \$ 13,036 |
| | Total Personnel | \$ 309,273 | \$ 130,325 | \$ 112,476 | \$ 133,093 |
| 10-5-31-5201 | Office Supplies | \$ 5,528 | \$ 5,600 | \$ 3,300 | \$ 4,000 |
| 10-5-31-5203 | Postage | \$ 671 | \$ 1,000 | \$ 1,660 | \$ 1,030 |
| 10-5-31-5204 | Clothing Supplies | \$ - | \$ - | \$ 97 | \$ 150 |
| 10-5-31-5206 | Books & Periodicals | \$ - | \$ 870 | \$ 318 | \$ 570 |
| 10-5-31-5210 | Tools & Other Supplies | \$ 2,311 | \$ 500 | \$ 323 | \$ 500 |
| 10-5-31-5215 | Small Equipment | \$ 4,560 | \$ 3,300 | \$ 2,470 | \$ 500 |
| 10-5-31-5230 | Employee Testing | \$ 2,015 | \$ 1,940 | \$ 1,800 | \$ 2,000 |
| | Total Supplies | \$ 15,085 | \$ 13,210 | \$ 9,968 | \$ 8,750 |
| 10-5-31-5323 | Computer System Maintenance | \$ 36,648 | \$ 17,689 | \$ 17,689 | \$ 11,495 |
| | Total Repairs & Maintenance | \$ 36,648 | \$ 17,689 | \$ 17,689 | \$ 11,495 |
| 10-5-31-5403 | Accounting Services | \$ 14,102 | \$ 13,680 | \$ 13,680 | \$ 14,784 |
| 10-5-31-5406 | Information Technology Services | \$ 37,759 | \$ 15,036 | \$ 15,108 | \$ 15,576 |
| 10-5-31-5407 | Administrative Services | \$ 3,122 | \$ 4,940 | \$ 5,594 | \$ 5,060 |
| 10-5-31-5408 | Consulting Services | \$ 15,481 | \$ - | \$ - | \$ - |
| 10-5-31-5409 | Special Services | \$ 21,472 | \$ 13,820 | \$ 24,502 | \$ 13,784 |
| | Total Professional Services | \$ 91,936 | \$ 47,476 | \$ 58,884 | \$ 49,204 |
| 10-5-31-5502 | Communication Services | \$ 1,648 | \$ 1,680 | \$ 1,898 | \$ 1,968 |
| 10-5-31-5504 | Internet Services | \$ 325 | \$ 360 | \$ 350 | \$ 420 |
| 10-5-31-5511 | Insurance-General Liability | \$ - | \$ 182 | \$ 126 | \$ 155 |
| 10-5-31-5512 | Insurance-Errors & Omissions | \$ - | \$ 311 | \$ 255 | \$ 293 |
| 10-5-31-5513 | Insurance-Crime/Dishonesty | \$ - | \$ 280 | \$ 275 | \$ 280 |
| 10-5-31-5522 | Legal Notices | \$ 2,299 | \$ 2,000 | \$ 2,500 | \$ 2,800 |
| 10-5-31-5531 | Equipment Rental | \$ 2,898 | \$ 1,344 | \$ 1,344 | \$ 1,304 |
| 10-5-31-5541 | Travel & Training | \$ 2,893 | \$ 4,240 | \$ 4,240 | \$ 5,400 |
| 10-5-31-5542 | Dues/Memberships | \$ 2,817 | \$ 4,259 | \$ 3,200 | \$ 1,909 |
| | Total Services | \$ 12,880 | \$ 14,656 | \$ 14,188 | \$ 14,529 |
| 10-5-31-5708 | Computer Equipment | \$ - | \$ 12,500 | \$ 11,566 | \$ - |
| | Total Capital | \$ - | \$ 12,500 | \$ 11,566 | \$ - |
| | Total Finance - Operations | \$⁷¹ 465,822 | \$ 235,856 | \$ 224,771 | \$ 217,071 |



Description

Provides and manages solid waste collection and disposal services.

Accomplishments

- Discovered and collected over \$5,000 in overbillings from Waste Management.

Goals

- Issue a Request for Proposal and select a solid waste provider.
- Continue to address and rectify customer concerns with contractors.
- Host City-wide cleanup day.
- Provide hazardous material disposal day to Bellmead citizens.

Description

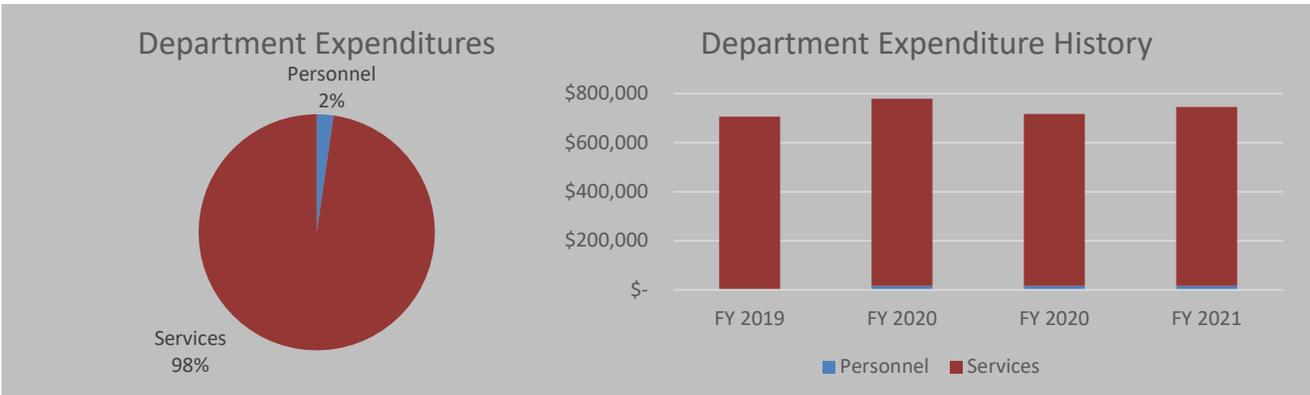
The City contracts with a private firm for garbage collection services. The Solid Waste division contains the funding for this contract as well as funding for a portion of billing and administrative personnel costs.

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|-------------------|-------------------|-------------------|-------------------|
| Personnel | \$ 268 | \$ 16,350 | \$ 16,475 | \$ 16,980 |
| Services | \$ 706,362 | \$ 762,600 | \$ 700,104 | \$ 727,920 |
| Total | \$ 706,630 | \$ 778,950 | \$ 716,579 | \$ 744,900 |

Staffing

| | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated |
|---------------------------------|----------------|----------------|-------------------|
| Assistant City Manager/CFO | - | 0.05 | 0.05 |
| Staff Accountant | - | 0.05 | 0.05 |
| Customer Service Representative | - | 0.05 | 0.05 |
| Utility Billing Specialist | - | 0.10 | 0.10 |
| Total | - | 0.25 | 0.25 |



Finance - Solid Waste

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|------------------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 10-5-33-5101 | Salaries-Administrative | \$ 115 | \$ 5,050 | \$ 5,128 | \$ 5,395 |
| 10-5-33-5102 | Salaries-Professional | \$ 46 | \$ 2,496 | \$ 2,105 | \$ 2,158 |
| 10-5-33-5104 | Salaries-Operations | \$ 107 | \$ 4,864 | \$ 4,855 | \$ 4,930 |
| 10-5-33-5112 | Longevity | \$ - | \$ 26 | \$ 50 | \$ 15 |
| 10-5-33-5113 | Certification/Education Pay | \$ - | \$ - | \$ 219 | \$ 302 |
| 10-5-33-5114 | Allowances | \$ - | \$ 25 | \$ 210 | \$ 210 |
| 10-5-33-5120 | FICA | \$ - | \$ 951 | \$ 917 | \$ 996 |
| 10-5-33-5124 | WC Insurance | \$ - | \$ 31 | \$ 32 | \$ 29 |
| 10-5-33-5130 | TMRS | \$ - | \$ 1,105 | \$ 1,157 | \$ 1,082 |
| 10-5-33-5150 | Group Insurance | \$ - | \$ 1,802 | \$ 1,802 | \$ 1,863 |
| | Total Personnel | \$ 268 | \$ 16,350 | \$ 16,475 | \$ 16,980 |
| 10-5-33-5571 | Waste Collection Services | \$ 695,341 | \$ 762,600 | \$ 700,104 | \$ 727,920 |
| 10-5-33-5880 | Bad Debts | \$ 11,021 | \$ - | \$ - | \$ - |
| | Total Services | \$ 706,362 | \$ 762,600 | \$ 700,104 | \$ 727,920 |
| | | | | | |
| | Total Finance - Solid Waste | \$ 706,630 | \$ 778,950 | \$ 716,579 | \$ 744,900 |
| | | | | | |
| | Total Finance | \$ 1,172,452 | \$ 1,014,806 | \$ 941,350 | \$ 961,971 |



Description

The Municipal Court handles all Class C Misdemeanor charges originating in the City of Bellmead. Law enforcement personnel, code enforcement personnel, and citizens initiate these charges. The Court is responsible for the docketing and processing of these charges including handling complaints, conducting Court meetings between the judge and violators, and scheduling pretrial hearings, nonjury and jury trials. The Court administrative duties include:

- Processing late notices and warrants.
- Daily collection of moneys, depositing and reporting of fines/fees to the City Finance Office.
- Preparation of mandatory monthly and quarterly reports.

Accomplishments

- Implemented Tyler Output Processor to streamline processes to create a more contactless court in response to COVID-19.
- Implemented IVR system to allow customers to pay by phone in an effort to keep the community safe during the COVID-19 pandemic.
- Maintained the ability to service community needs during COVID-19 pandemic by adjusting court hours of operation.

Goals

- Train all court personnel to become fully licensed Notaries.
- Update the security camera system in the court room and court building to improve the safety of citizens and personnel.
- Acquire and install an audio system in the court room for enhanced communication.

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel | \$ 144,413 | \$ 149,929 | \$ 110,930 | \$ 107,928 |
| Supplies | \$ 5,305 | \$ 7,050 | \$ 6,130 | \$ 5,280 |
| Repairs & Maintenance | \$ 11,048 | \$ 2,500 | \$ 1,454 | \$ 2,500 |
| Professional Services | \$ 46,821 | \$ 37,200 | \$ 30,116 | \$ 30,000 |
| Services | \$ 17,823 | \$ 19,488 | \$ 16,694 | \$ 18,992 |
| Total | \$ 225,410 | \$ 216,167 | \$ 165,324 | \$ 164,700 |

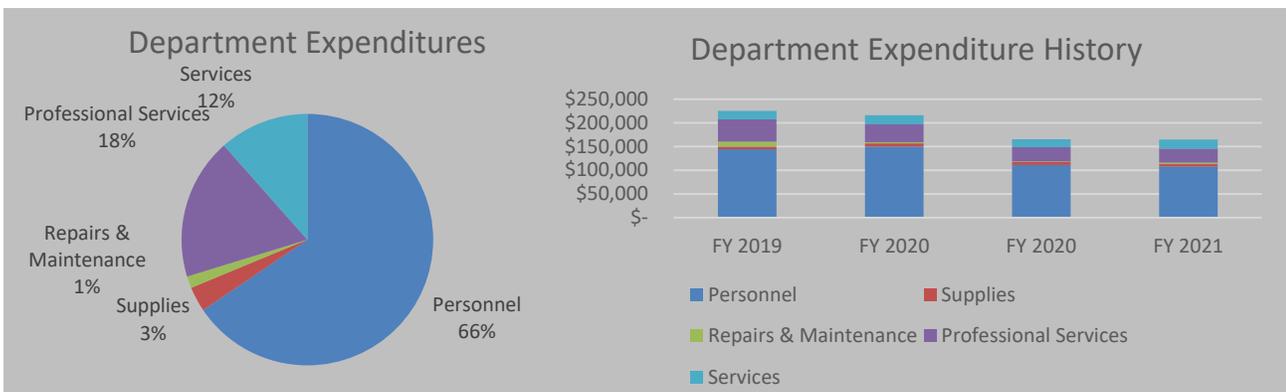
Performance Measures

| Measurement | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|--------------------------|----------------|-------------------|----------------|
| Court sessions | 30 | 12 | 24 |
| Warrants Issued | 600 | 457 | 800 |
| Warrants Outstanding | 14,080 | 15,544 | 17,044 |
| Warrants Cleared | 1,383 | 1,240 | 1,400 |
| Warnings Issued | 0 | 0 | 0 |
| Cases Filed: | | | |
| State Law | 450 | 486 | 536 |
| Traffic | 680 | 690 | 700 |
| Parking | 0 | 3 | 6 |
| City Ordinance | <u>100</u> | <u>108</u> | <u>116</u> |
| Total Cases Filed | 1,230 | 1,287 | 1,358 |

Staffing

| Position | FY 2019 Number | FY 2020 Number | FY 2021 Number |
|---------------------|----------------|----------------|----------------|
| City Attorney - 1* | Part Time | Part Time | Part Time |
| City Judge - 1* | Part Time | Part Time | Part Time |
| Court Administrator | 1 | 1 | 1 |
| Court Clerk | 2 | 2 | 1 |
| Total | 3 | 3 | 2 |

* Appointed, part-time positions.



**Annual Budget
FY 2021**

**General Fund
Municipal Court**

Municipal Court

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--|-----------------------|-----------------------|--------------------------|-----------------------|
| 10-5-40-5103 | Salaries-Supervisory | \$ 965 | \$ 43,909 | \$ 43,034 | \$ 45,095 |
| 10-5-40-5104 | Salaries-Operations | \$ 108,793 | \$ 65,250 | \$ 35,926 | \$ 33,280 |
| 10-5-40-5110 | Overtime | \$ - | \$ - | \$ 20 | \$ - |
| 10-5-40-5112 | Longevity | \$ 670 | \$ 725 | \$ 725 | \$ 785 |
| 10-5-40-5113 | Certification/Education Pay | \$ - | \$ - | \$ 935 | \$ 935 |
| 10-5-40-5120 | FICA | \$ 8,083 | \$ 8,406 | \$ 6,355 | \$ 6,128 |
| 10-5-40-5124 | WC Insurance | \$ 273 | \$ 273 | \$ 281 | \$ 174 |
| 10-5-40-5130 | TMRS | \$ 9,978 | \$ 9,741 | \$ 7,654 | \$ 6,656 |
| 10-5-40-5150 | Group Insurance | \$ 15,651 | \$ 21,625 | \$ 16,000 | \$ 14,875 |
| | Total Personnel | \$ 144,413 | \$ 149,929 | \$ 110,930 | \$ 107,928 |
| 10-5-40-5201 | Office Supplies | \$ 1,963 | \$ 3,000 | \$ 2,500 | \$ 2,500 |
| 10-5-40-5202 | Computer Supplies | \$ 97 | \$ 1,000 | \$ - | \$ - |
| 10-5-40-5203 | Postage | \$ 986 | \$ 1,500 | \$ 2,280 | \$ 1,230 |
| 10-5-40-5205 | Janitorial Supplies | \$ 1,309 | \$ 850 | \$ 850 | \$ 850 |
| 10-5-40-5210 | Tools & Other Supplies | \$ 950 | \$ 700 | \$ 500 | \$ 700 |
| | Total Supplies | \$ 5,305 | \$ 7,050 | \$ 6,130 | \$ 5,280 |
| 10-5-40-5301 | Building Maintenance | \$ 1,051 | \$ 2,500 | \$ 1,454 | \$ 2,500 |
| 10-5-40-5323 | Computer System Maintenance | \$ 9,997 | \$ - | \$ - | \$ - |
| | Total Repairs & Maintenance | \$ 11,048 | \$ 2,500 | \$ 1,454 | \$ 2,500 |
| 10-5-40-5403 | Accounting Services | \$ - | \$ - | \$ 116 | \$ - |
| 10-5-40-5404 | Legal Services | \$ 46,821 | \$ 37,200 | \$ 30,000 | \$ 30,000 |
| | Total Professional Services | \$ 46,821 | \$ 37,200 | \$ 30,116 | \$ 30,000 |
| 10-5-40-5501 | Electric Services | \$ 3,955 | \$ 3,523 | \$ 3,636 | \$ 3,776 |
| 10-5-40-5502 | Communication Services | \$ 2,894 | \$ 2,220 | \$ 2,073 | \$ 2,220 |
| 10-5-40-5504 | Internet Services | \$ 522 | \$ 780 | \$ 860 | \$ 900 |
| 10-5-40-5506 | Merchant Services | \$ 5,339 | \$ 5,700 | \$ 3,500 | \$ 4,000 |
| 10-5-40-5507 | Juror Pay | \$ 42 | \$ 300 | \$ - | \$ - |
| 10-5-40-5511 | Insurance-General Liability | \$ - | \$ 182 | \$ 182 | \$ 155 |
| 10-5-40-5512 | Insurance-Errors & Omissions | \$ - | \$ 311 | \$ 311 | \$ 293 |
| 10-5-40-5513 | Insurance-Crime/Dishonesty | \$ - | \$ 70 | \$ 70 | \$ 70 |
| 10-5-40-5517 | Insurance-Property | \$ - | \$ 709 | \$ 709 | \$ 712 |
| 10-5-40-5531 | Equipment Rental | \$ 2,190 | \$ 2,028 | \$ 1,688 | \$ 2,056 |
| 10-5-40-5541 | Training & Travel | \$ 2,761 | \$ 3,500 | \$ 3,500 | \$ 4,700 |
| 10-5-40-5542 | Dues / Memberships | \$ 120 | \$ 165 | \$ 165 | \$ 110 |
| | Total Services | \$ 17,823 | \$ 19,488 | \$ 16,694 | \$ 18,992 |
| | Total Municipal Court | \$ 225,410 | \$ 216,167 | \$ 165,324 | \$ 164,700 |

Description

The Police department is comprised of four divisions:

1. Operations
2. Code Compliance
3. VCLG
4. VAWA CID

The details of these divisions follow.

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|---------------------|---------------------|---------------------|---------------------|
| Personnel | \$ 1,834,837 | \$ 2,067,751 | \$ 1,915,231 | \$ 2,144,278 |
| Supplies | \$ 82,516 | \$ 89,768 | \$ 82,594 | \$ 83,390 |
| Repairs & Maintenance | \$ 96,873 | \$ 85,981 | \$ 99,170 | \$ 104,856 |
| Professional Services | \$ 13,576 | \$ 44,011 | \$ 29,334 | \$ 29,480 |
| Services | \$ 145,365 | \$ 258,814 | \$ 253,178 | \$ 230,126 |
| Capital | \$ 92,240 | \$ - | \$ - | \$ - |
| Total | \$ 2,265,407 | \$ 2,546,325 | \$ 2,379,507 | \$ 2,592,130 |

Staffing

| Position | FY 2019 Number | FY 2020 Number | FY 2021 Number |
|--|----------------|----------------|----------------|
| Chief of Police | 1.00 | 1.00 | 1.00 |
| Assistant Police Chief | 1.00 | 1.00 | 1.00 |
| Lieutenant | 2.00 | 2.00 | 2.00 |
| Sergeant | 4.00 | 4.00 | 4.00 |
| Detective* | 3.00 | 4.00 | 4.00 |
| Patrol Officer | 9.00 | 10.00 | 10.95 |
| Communications Manager | 1.00 | 1.00 | 1.00 |
| Communications Operator | 5.00 | 5.00 | 5.00 |
| Executive Assistant | 1.00 | 1.00 | 1.00 |
| Records Clerk | 1.00 | 1.00 | 1.00 |
| Evidence Technician | 1.00 | 1.00 | 1.00 |
| Crime Victim Liason* | - | 1.00 | 1.00 |
| Code Compliance Supervisor | 0.95 | 0.95 | - |
| Code Compliance Officer-Code Enf. | 1.00 | 1.00 | 1.00 |
| Code Compliance Officer-Animal Control | 1.00 | 1.00 | 1.00 |
| Total | 31.95 | 34.95 | 34.95 |

*Increased by Grant



Description

The Bellmead Police Department provides excellent service through partnerships that build trust, reduce crime, creates a safe environment, and enhances the quality of life in our community. The Police Department also provides patrol and crime prevention services to the community. The Police Department:

- Coordinates law enforcement activities with other law enforcement agencies.
- Develops and implements departmental training programs.
- Initiates and supervises internal investigations when needed.
- Oversees all major criminal investigations undertaken by the Police department.
- Responds to calls from the public requesting police emergency services.
- Conducts preliminary and follow-up investigations of criminal incidents.
- Responds to traffic-related incidents and accidents.
- Files complaints and performs duties related to the processing of misdemeanor and felony criminal offenses.
- Maintains crime scenes to collect and preserve evidence.
- Aids victims of crime.
- Serves as custodian of police records.

Accomplishments

- Received the Response to Covid-19 Pandemic Grant in the amount of \$37,871 to purchase interoperability radios for the department.
- Created and implemented robust vehicle preventative maintenance program to increase fleet durability.
- Revised training for the Records Management System (RMS) and implemented electronic case reporting for operational efficiencies.
- Passed the CJIS Texas-N-DEx audit with 100%, which found the department in compliance with policies.
- Restructured command personnel, which has resulted in increased efficiencies in Records, Property and Evidence, and CID, also putting more officers on the City's streets.
- Acquired Asset Tiger program, which allows department to track inventory and equipment assigned to each individual officer.

Goals

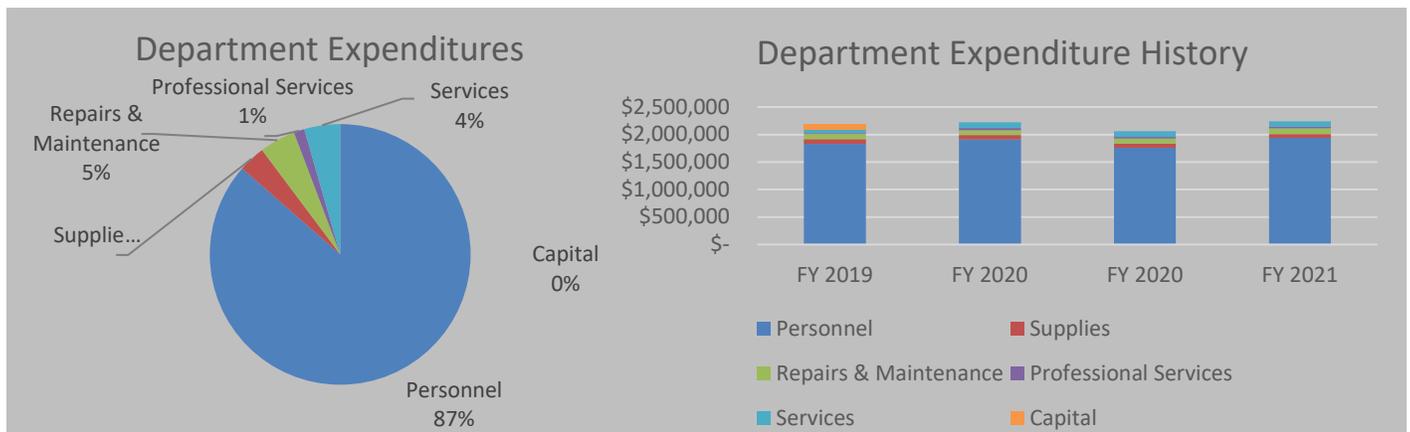
- Integrate existing software systems to increase operational efficiency and reduce the need for paper ticket citations.
- Combine AXON body camera and WatchGuard dash camera storage to reduce City liability and optimize evidence collection.
- Continue to work on completing record retention and destruction plan.

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| Personnel | \$ 1,832,203 | \$ 1,910,034 | \$ 1,759,226 | \$ 1,937,329 |
| Supplies | \$ 82,136 | \$ 82,280 | \$ 76,464 | \$ 74,190 |
| Repairs & Maintenance | \$ 96,873 | \$ 83,297 | \$ 94,410 | \$ 99,856 |
| Professional Services | \$ 13,576 | \$ 44,011 | \$ 29,334 | \$ 29,480 |
| Services | \$ 64,859 | \$ 100,563 | \$ 98,835 | \$ 99,788 |
| Capital | \$ 92,240 | \$ - | \$ - | \$ - |
| Total | \$ 2,181,887 | \$ 2,220,185 | \$ 2,058,269 | \$ 2,240,643 |

Performance Measures

| Measurement | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|--------------------|-----------------------|--------------------------|-----------------------|
| Calls for Service | 29,527 | 18,855 | 19,421 |
| 911 Calls | 9,343 | 8,367 | 8,618 |
| Citations | 950 | 1,029 | 1,081 |
| Traffic Accidents | 805 | 753 | 776 |
| Arrests | 873 | 900 | 945 |
| Offense Reports | 5,213 | 3,756 | 3,869 |



Police - Operations

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--|---------------------|---------------------|---------------------|---------------------|
| 10-5-51-5101 | Salaries-Administrative | \$ - | \$ 85,280 | \$ 82,382 | \$ 89,024 |
| 10-5-51-5103 | Salaries-Supervisory | \$ - | \$ 409,157 | \$ 422,978 | \$ 414,756 |
| 10-5-51-5104 | Salaries-Operations | \$ 1,329,092 | \$ 806,832 | \$ 709,995 | \$ 843,561 |
| 10-5-51-5110 | Overtime | \$ 83,862 | \$ 73,660 | \$ 73,660 | \$ 78,407 |
| 10-5-51-5112 | Longevity | \$ 4,157 | \$ 3,380 | \$ 3,050 | \$ 5,632 |
| 10-5-51-5113 | Certification/Education Pay | \$ - | \$ - | \$ 13,102 | \$ 17,612 |
| 10-5-51-5114 | Allowances | \$ 1,328 | \$ 1,499 | \$ 1,499 | \$ 800 |
| 10-5-51-5120 | FICA | \$ 106,376 | \$ 105,441 | \$ 103,412 | \$ 110,848 |
| 10-5-51-5124 | WC Insurance | \$ 26,796 | \$ 26,003 | \$ 27,558 | \$ 26,030 |
| 10-5-51-5130 | TMRS | \$ 125,359 | \$ 122,320 | \$ 121,590 | \$ 120,478 |
| 10-5-51-5150 | Group Insurance | \$ 155,233 | \$ 223,462 | \$ 200,000 | \$ 230,181 |
| | Total Personnel | \$ 1,832,203 | \$ 1,910,034 | \$ 1,759,226 | \$ 1,937,329 |
| 10-5-51-5201 | Office Supplies | \$ 9,650 | \$ 10,992 | \$ 4,493 | \$ 4,500 |
| 10-5-51-5203 | Postage | \$ 3,157 | \$ 1,956 | \$ 7,700 | \$ 2,660 |
| 10-5-51-5204 | Clothing Supplies | \$ 7,476 | \$ 4,427 | \$ 7,937 | \$ 10,800 |
| 10-5-51-5205 | Janitorial Supplies | \$ 1,357 | \$ 1,500 | \$ 1,500 | \$ 1,500 |
| 10-5-51-5206 | Books & Periodicals | \$ 273 | \$ - | \$ - | \$ - |
| 10-5-51-5207 | Fuel | \$ 45,203 | \$ 49,890 | \$ 38,075 | \$ 40,780 |
| 10-5-51-5208 | Training Supplies | \$ 2,683 | \$ 5,500 | \$ 5,500 | \$ 3,500 |
| 10-5-51-5210 | Tools & Other Supplies | \$ 5,910 | \$ 5,460 | \$ 3,760 | \$ 3,250 |
| 10-5-51-5215 | Small Equipment | \$ 4,523 | \$ 2,400 | \$ 4,950 | \$ 4,950 |
| 10-5-51-5230 | Employee Testing | \$ 1,904 | \$ 155 | \$ 2,549 | \$ 2,250 |
| | Total Supplies | \$ 82,136 | \$ 82,280 | \$ 76,464 | \$ 74,190 |
| 10-5-51-5301 | Building Maintenance | \$ 3,968 | \$ 6,840 | \$ 4,452 | \$ 5,000 |
| 10-5-51-5321 | Machinery & Equipment Maint | \$ - | \$ 600 | \$ 600 | \$ 600 |
| 10-5-51-5322 | Vehicle Maintenance | \$ 28,016 | \$ 15,000 | \$ 29,322 | \$ 25,000 |
| 10-5-51-5323 | Computer System Maintenance | \$ 64,559 | \$ 57,107 | \$ 58,806 | \$ 68,216 |
| 10-5-51-5324 | Office Equipment Maintenance | \$ 236 | \$ - | \$ - | \$ - |
| 10-5-51-5325 | Radio Maintenance | \$ 94 | \$ 3,750 | \$ 1,230 | \$ 1,040 |
| | Total Repairs & Maintenance | \$ 96,873 | \$ 83,297 | \$ 94,410 | \$ 99,856 |
| 10-5-51-5403 | Accounting Services | \$ - | \$ - | \$ 229 | \$ - |
| 10-5-51-5405 | Medical Services | \$ 7,835 | \$ 22,000 | \$ 6,263 | \$ 6,500 |
| 10-5-51-5406 | Information Technology Services | \$ - | \$ 21,921 | \$ 22,821 | \$ 22,980 |
| 10-5-51-5407 | Administration Services | \$ 138 | \$ 90 | \$ 21 | \$ - |
| 10-5-51-5408 | Consulting Services | \$ 5,175 | \$ - | \$ - | \$ - |
| 10-5-51-5409 | Special Services | \$ 428 | \$ - | \$ - | \$ - |
| | Total Professional Services | \$ 13,576 | \$ 44,011 | \$ 29,334 | \$ 29,480 |

Police - Operations Continued

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|----------------------------------|--------------------|--------------------|---------------------|--------------------|
| 10-5-51-5501 | Electric Services | \$ 10,049 | \$ 9,747 | \$ 10,169 | \$ 10,257 |
| 10-5-51-5502 | Communication Services | \$ 33,766 | \$ 19,935 | \$ 20,135 | \$ 21,000 |
| 10-5-51-5503 | Gas Services | \$ 530 | \$ 550 | \$ 570 | \$ 600 |
| 10-5-51-5504 | Internet Services | \$ 804 | \$ 1,080 | \$ 1,110 | \$ 1,140 |
| 10-5-51-5511 | Insurance-General Liability | \$ - | \$ 1,971 | \$ 1,362 | \$ 1,674 |
| 10-5-51-5512 | Insurance-Errors & Omissions | \$ - | \$ 3,373 | \$ 2,754 | \$ 3,165 |
| 10-5-51-5514 | Insurance-Law Enf Liability | \$ - | \$ 19,565 | \$ 16,950 | \$ 19,025 |
| 10-5-51-5515 | Insurance-Auto | \$ - | \$ 19,945 | \$ 19,218 | \$ 19,610 |
| 10-5-51-5517 | Insurance-Property | \$ - | \$ 1,897 | \$ 1,867 | \$ 1,905 |
| 10-5-51-5521 | Advertising/Marketing | \$ 36 | \$ - | \$ - | \$ - |
| 10-5-51-5522 | Legal Notices | \$ 91 | \$ 300 | \$ - | \$ - |
| 10-5-51-5531 | Equipment Rental | \$ 4,213 | \$ 3,912 | \$ 6,412 | \$ 3,912 |
| 10-5-51-5541 | Training & Travel | \$ 4,893 | \$ 9,100 | \$ 9,100 | \$ 9,100 |
| 10-5-51-5542 | Dues/Memberships | \$ 7,878 | \$ 5,588 | \$ 5,588 | \$ 5,900 |
| 10-5-51-5543 | Employee Relations | \$ 153 | \$ - | \$ - | \$ - |
| 10-5-51-5503 | Community Service Programs | \$ 2,446 | \$ 3,600 | \$ 3,600 | \$ 2,500 |
| | Total Services | \$ 64,859 | \$ 100,563 | \$ 98,835 | \$ 99,788 |
| 10-5-51-5706 | Vehicles | \$ 92,240 | \$ - | \$ - | \$ - |
| | Total Capital | \$ 92,240 | \$ - | \$ - | \$ - |
| | Total Police - Operations | \$2,181,887 | \$2,220,185 | \$ 2,058,269 | \$2,240,643 |

Description

- Provides pickup and transport of stray animals within the City limits.
- Provides disposal of dead animals within the City limits.
- Follows through on all animal bite reports and ensures that animal owners follow State quarantine laws.
- Investigates complaints from citizens concerning City ordinances.
- Initiates complaints on properties found to be in violation of City ordinances.
- Provides abatement of junked vehicles within the jurisdiction of the City.

Accomplishments

- Performed egret mitigation to protect the health and property of the citizens of Bellmead.
- Reduced the number of stray animal intakes.

Goals

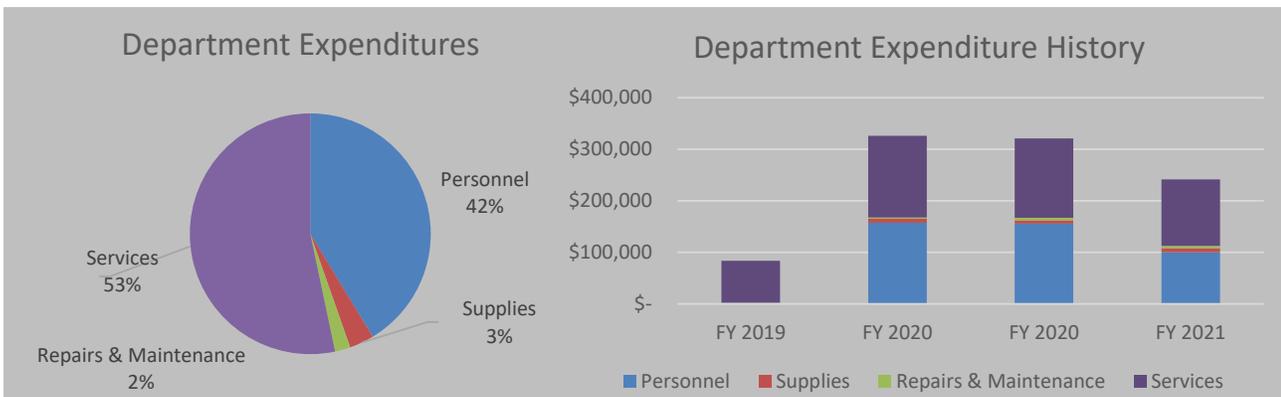
- Implement online customer service portal to allow citizens to pay citations and report code violations.
- Increase code enforcement City-wide.
- Identify opportunities to continue to reduce the stray animal intake.
- Host a spay and neuter clinic for citizen's pets.

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|---------------------------|---------------------------|------------------------------|---------------------------|
| Personnel | \$ 2,634 | \$ 157,717 | \$ 156,005 | \$ 99,922 |
| Supplies | \$ 380 | \$ 7,488 | \$ 6,130 | \$ 7,970 |
| Repairs & Maintenance | \$ - | \$ 2,684 | \$ 4,760 | \$ 5,000 |
| Services | \$ 80,506 | \$ 158,251 | \$ 154,343 | \$ 128,874 |
| Total | \$ 83,520 | \$ 326,140 | \$ 321,238 | \$ 241,766 |

Performance Measures

| Measurement | FY 2019 Actual | FY 2020 Estimated | FY 2020 Budget |
|--------------------------|---------------------------|------------------------------|---------------------------|
| Calls for Service | 1,262 | 2,334 | 2,404 |
| Animals Taken to Shelter | 261 | 204 | 200 |
| Citations Issued | 19 | 45 | 50 |
| Reports | 279 | 672 | 705 |



Police - Code Compliance

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--|-----------------------|-----------------------|--------------------------|-----------------------|
| 10-5-52-5103 | Salaries-Supervisory | \$ 1,041 | \$ 47,384 | \$ 45,079 | \$ - |
| 10-5-52-5104 | Salaries-Operations | \$ 1,453 | \$ 66,102 | \$ 64,699 | \$ 68,453 |
| 10-5-52-5110 | Overtime | \$ 140 | \$ - | \$ 549 | \$ 2,054 |
| 10-5-52-5112 | Longevity | \$ - | \$ 964 | \$ 1,555 | \$ 710 |
| 10-5-52-5113 | Certification/Education Pay | \$ - | \$ - | \$ 935 | \$ 935 |
| 10-5-52-5114 | Allowances | \$ - | \$ 474 | \$ - | \$ - |
| 10-5-52-5120 | FICA | \$ - | \$ 8,756 | \$ 8,617 | \$ 5,520 |
| 10-5-52-5124 | WC Insurance | \$ - | \$ 2,584 | \$ 2,654 | \$ 1,379 |
| 10-5-52-5130 | TMRS | \$ - | \$ 10,188 | \$ 10,652 | \$ 5,996 |
| 10-5-52-5150 | Group Insurance | \$ - | \$ 21,265 | \$ 21,265 | \$ 14,875 |
| | Total Personnel | \$ 2,634 | \$ 157,717 | \$ 156,005 | \$ 99,922 |
| 10-5-52-5201 | Office Supplies | \$ - | \$ 500 | \$ 500 | \$ 250 |
| 10-5-52-5203 | Postage | \$ - | \$ 1,828 | \$ 130 | \$ 1,490 |
| 10-5-52-5204 | Clothing Supplies | \$ - | \$ 600 | \$ 200 | \$ 400 |
| 10-5-52-5205 | Janitorial Supplies | \$ - | \$ 100 | \$ 100 | \$ 100 |
| 10-5-52-5207 | Fuel | \$ - | \$ 3,460 | \$ 4,300 | \$ 4,730 |
| 10-5-52-5210 | Tools and Other Supplies | \$ 380 | \$ 1,000 | \$ 500 | \$ 500 |
| 10-5-52-5215 | Small Equipment | \$ - | \$ - | \$ 400 | \$ 500 |
| | Total Supplies | \$ 380 | \$ 7,488 | \$ 6,130 | \$ 7,970 |
| 10-5-52-5322 | Vehicle Maintenance | \$ - | \$ 2,424 | \$ 4,700 | \$ 5,000 |
| 10-5-52-5323 | Computer System Maintenance | \$ - | \$ 260 | \$ 60 | \$ - |
| | Total Repairs & Maintenance | \$ - | \$ 2,684 | \$ 4,760 | \$ 5,000 |
| 10-5-52-5502 | Communication Services | \$ - | \$ 1,200 | \$ 540 | \$ 624 |
| 10-5-52-5505 | Mowing | \$ 2,650 | \$ 20,000 | \$ 17,500 | \$ 17,500 |
| 10-5-52-5511 | Insurance-General Liability | \$ - | \$ 121 | \$ 84 | \$ 103 |
| 10-5-52-5512 | Insurance-Errors & Omissions | \$ - | \$ 208 | \$ 170 | \$ 195 |
| 10-5-52-5515 | Insurance-Auto | \$ - | \$ 1,506 | \$ 708 | \$ 722 |
| 10-5-52-5541 | Training & Travel | \$ - | \$ 1,200 | \$ 1,200 | \$ 800 |
| 10-5-52-5542 | Dues/Membership | \$ - | \$ - | \$ 125 | \$ 150 |
| 10-5-52-5555 | Animal Control | \$ 77,856 | \$ 134,016 | \$ 134,016 | \$ 108,780 |
| | Total Services | \$ 80,506 | \$ 158,251 | \$ 154,343 | \$ 128,874 |
| | Total Police - Code Compliance | \$ 83,520 | \$ 326,140 | \$ 321,238 | \$ 241,766 |



Description

- Provides compassionate support for victims of crime.
- Empowers and helps victims to recover from emotional and physical trauma through community partnerships with local service providers.
- Provides information and support services to help prevent further victimization.

Accomplishments

- Expanded victim services to create a greater outreach to victims.

Goals

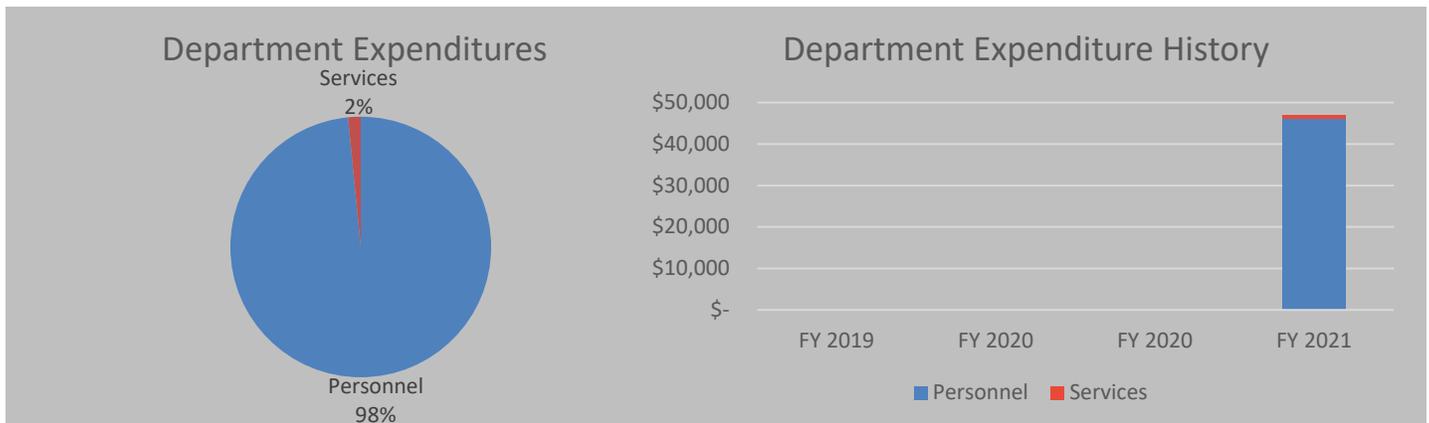
- Create a volunteer program to offer more assistance to victims.
- Increase the Crime Victim Liaison's field time assisting officers.
- Streamline services to allow assistance to become more convenient for victims.

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|---------------------------|---------------------------|------------------------------|---------------------------|
| Personnel | \$ - | \$ - | \$ - | \$ 46,173 |
| Services | \$ - | \$ - | \$ - | \$ 732 |
| Total | \$ - | \$ - | \$ - | \$ 46,905 |

Performance Measures

| Measurement | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|-----------------------------------|---------------------------|------------------------------|---------------------------|
| New Victims Served | 356 | 467 | 300 |
| Continuing Victims Served | 253 | 245 | 250 |
| Follow-ups With Victims | 694 | 813 | 800 |
| Victims Assisted with SAVNS | 326 | 272 | 250 |
| Attendees at Informational Booths | 3,934 | 1,200 | 1,500 |
| Individuals Trained | 205 | 61 | 70 |



Police - VCLG

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|-----------------------------|----------------|----------------|-------------------|------------------|
| 10-5-53-5104 | Salaries-Operations | \$ - | \$ - | \$ - | \$ 31,596 |
| 10-5-53-5110 | Overtime | \$ - | \$ - | \$ - | \$ 948 |
| 10-5-53-5113 | Certification/Education Pay | \$ - | \$ - | \$ - | \$ 935 |
| 10-5-53-5120 | FICA | \$ - | \$ - | \$ - | \$ 2,562 |
| 10-5-53-5124 | WC Insurance | \$ - | \$ - | \$ - | \$ 72 |
| 10-5-53-5130 | TMRS | \$ - | \$ - | \$ - | \$ 2,783 |
| 10-5-53-5150 | Group Insurance | \$ - | \$ - | \$ - | \$ 7,277 |
| | Total Personnel | \$ - | \$ - | \$ - | \$ 46,173 |
| 10-5-53-5502 | Communication Services | \$ - | \$ - | \$ - | \$ 732 |
| | Total Services | \$ - | \$ - | \$ - | \$ 732 |
| | | | | | |
| | Total Police - VCLG | \$ - | \$ - | \$ - | \$ 46,905 |

Description

- Investigates all cases brought forth by the department involving crimes against women.
- Prosecutes all perpetrators that carried out acts of violence against women.
- Engages with the community to lessen incidents of family and domestic violence.
- Trains and educates officers and the public to be aware of all crimes relating to family and domestic violence.

Accomplishments

- None reported.

Goals

- Continue to improve the response to and aggressively investigate cases involving crimes against women to reduce the number of repetitive offenses.
- Improve court preparations to allow victims to receive justice and aid services with collaborative efforts of the District Attorney's Office, Family Abuse Center, Texas Civil Right Project, and the Advocacy Center.
- Continue to promote community efforts to aid crime victims.

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|----------------|----------------|-------------------|------------------|
| Personnel | \$ - | \$ - | \$ - | \$ 60,854 |
| Supplies | \$ - | \$ - | \$ - | \$ 1,230 |
| Services | \$ - | \$ - | \$ - | \$ 732 |
| Total | \$ - | \$ - | \$ - | \$ 62,816 |

Performance Measures

| Measurement | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|---------------------------|----------------|-------------------|----------------|
| Filed Cases | 172 | 198 | 175 |
| Cases Investigated | 155 | 170 | 150 |
| Cases Resulting in Arrest | 148 | 130 | 120 |
| Individuals Trained | 133 | 92 | 115 |



Police - VAWA CID

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--------------------------------|---------------------|---------------------|---------------------|---------------------|
| 10-5-54-5104 | Salaries-Operations | \$ - | \$ - | \$ - | \$ 43,972 |
| 10-5-54-5110 | Overtime | \$ - | \$ - | \$ - | \$ 1,320 |
| 10-5-54-5120 | FICA | \$ - | \$ - | \$ - | \$ 3,465 |
| 10-5-54-5124 | WC Insurance | \$ - | \$ - | \$ - | \$ 1,056 |
| 10-5-54-5130 | TMRS | \$ - | \$ - | \$ - | \$ 3,764 |
| 10-5-54-5150 | Group Insurance | \$ - | \$ - | \$ - | \$ 7,277 |
| | Total Personnel | \$ - | \$ - | \$ - | \$ 60,854 |
| 10-5-54-5207 | Fuel | \$ - | \$ - | \$ - | \$ 1,230 |
| | Total Supplies | \$ - | \$ - | \$ - | \$ 1,230 |
| 10-5-54-5502 | Communication Services | \$ - | \$ - | \$ - | \$ 732 |
| | Total Services | \$ - | \$ - | \$ - | \$ 732 |
| | Total Police - VAWA CID | \$ - | \$ - | \$ - | \$ 62,816 |
| | | | | | |
| | Total Police | \$ 2,265,407 | \$ 2,546,325 | \$ 2,379,507 | \$ 2,592,130 |



Description

The Fire department is comprised of two divisions:

1. Suppression
2. Inspections

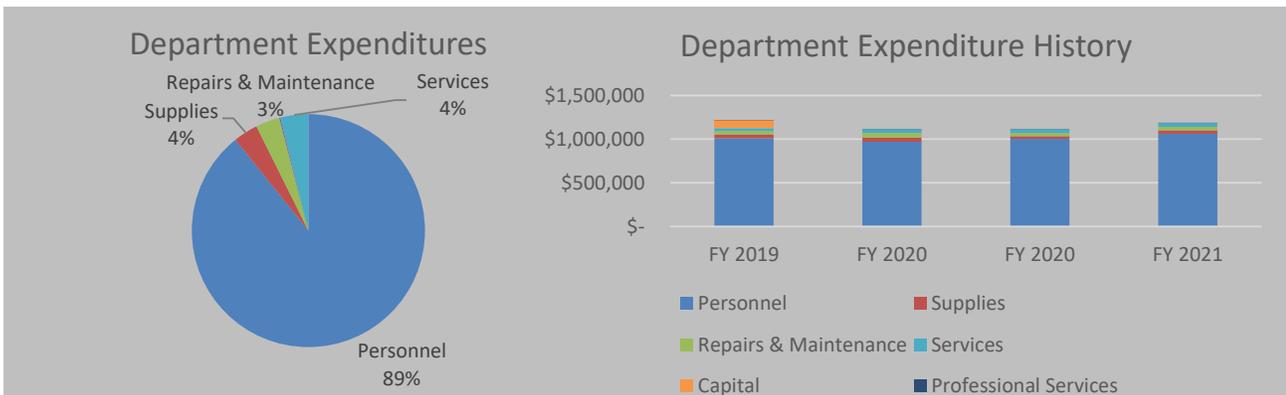
The details of these divisions follow.

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|---------------------|---------------------|----------------------|---------------------|
| Personnel | \$ 1,011,082 | \$ 971,289 | \$ 1,002,875 | \$ 1,060,237 |
| Supplies | \$ 44,034 | \$ 46,885 | \$ 30,365 | \$ 40,577 |
| Repairs & Maintenance | \$ 39,008 | \$ 52,556 | \$ 36,911 | \$ 39,526 |
| Professional Services | \$ 1,625 | \$ 1,000 | \$ 2,000 | \$ 2,000 |
| Services | \$ 30,250 | \$ 44,807 | \$ 45,002 | \$ 45,830 |
| Capital | \$ 90,128 | \$ - | \$ - | \$ - |
| Total | \$ 1,216,127 | \$ 1,116,537 | \$ 1,117,153 | \$ 1,188,170 |

Staffing

| Position | FY 2019 Number | FY 2020 Number | FY 2021 Number |
|--------------------|-------------------|-------------------|-------------------|
| Fire Chief | 1.00 | 1.00 | 1.00 |
| Lieutenant | 3.00 | 3.00 | 3.00 |
| Firefighter | 9.00 | 9.00 | 9.00 |
| Building Inspector | 1.00 | 1.00 | 1.00 |
| Permits Clerk | - | - | 1.00 |
| Total | 14.00 | 14.00 | 15.00 |



Description

Provides fire protection and emergency services through prompt emergency response, fire prevention, public education, training, and community involvement. The Fire Department:

- Responds to and extinguishes all fires in the City of Bellmead (primary) and support mutual aid to surrounding rural areas (secondary).
- Responds to emergency situations in conjunction with the Police Department and other emergency agencies.
- Organizes and conducts fire prevention activities.
- Coordinates emergency management planning and preparedness activities.
- Investigates all fires to determine cause and origin.
- Conducts routine fire safety inspections to ensure the safety of our citizens and responders.
- Conducts annual fire hydrant maintenance program.

Accomplishments

- Replaced fire apparatuses to provide enhanced service to our citizens and increase the safety of Fire Department employees.
- Attended monthly EMS meetings to share useful ideas and techniques within the Central Texas area.
- Implemented new Personal Protective Equipment Standard Operating Procedures to comply with regulatory standards.
- Oversaw COVID-19 coordination with the McLennan County Health District to ensure the safety of employees and citizens.

Goals

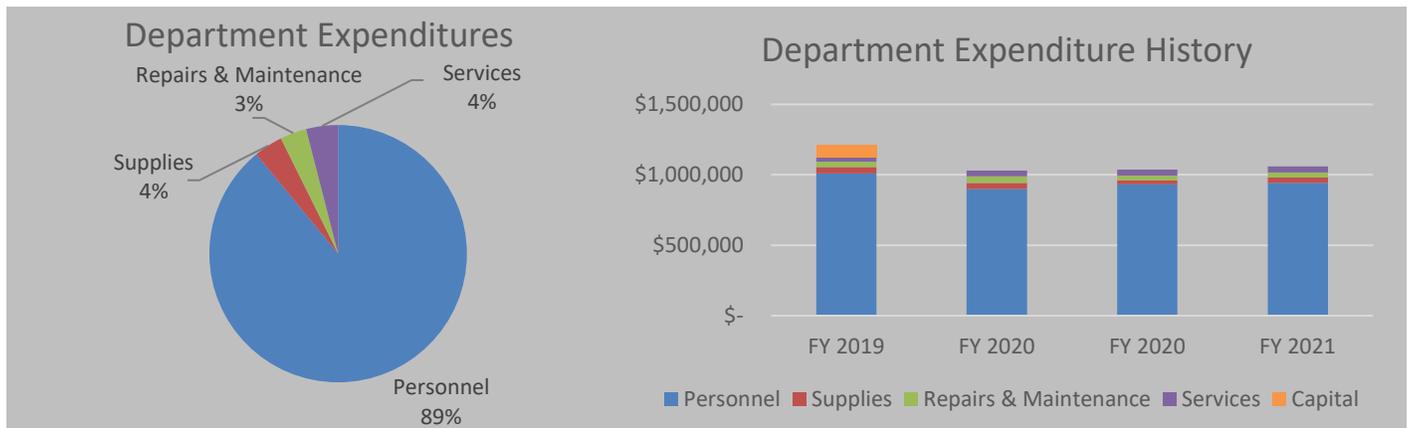
- Research and implement new technology to improve firefighter's safety and emergency responses.
- Conduct emergency management exercises to assess jurisdiction's preparedness.
- Update records management system to integrate with other software for increased operational efficiency.
- Research grant opportunities to mitigate budgetary deficiencies.
- Conduct annual fire hydrant testing.

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|---------------------|---------------------|---------------------|---------------------|
| Personnel | \$ 1,011,082 | \$ 900,168 | \$ 932,243 | \$ 943,146 |
| Supplies | \$ 44,034 | \$ 42,761 | \$ 28,900 | \$ 38,347 |
| Repairs & Maintenance | \$ 39,008 | \$ 46,935 | \$ 32,990 | \$ 35,200 |
| Services | \$ 30,250 | \$ 41,362 | \$ 43,671 | \$ 42,455 |
| Capital | \$ 90,128 | \$ - | \$ - | \$ - |
| Total | \$ 1,214,502 | \$ 1,031,226 | \$ 1,037,804 | \$ 1,059,148 |

Performance Measures

| Measurement | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|---------------------------------|----------------|-------------------|----------------|
| Fire Investigations | 11 | 9 | 14 |
| Fire Inspections | 290 | 250 | 265 |
| Calls for Service: | | | |
| - Residential & Commercial Fire | 28 | 22 | 29 |
| - Grass Fires | 11 | 15 | 19 |
| - Vehicle Fires | 20 | 15 | 19 |
| - Trash Fires | 19 | 24 | 31 |
| - Good Intent | 314 | 255 | 408 |
| - Rescue & EMS Assists | 1,113 | 900 | 1,447 |
| - False Alarms | 57 | 39 | 74 |
| - Other Calls/Spills/HazMat | <u>135</u> | <u>111</u> | <u>174</u> |
| Total Calls | 1,697 | 1,381 | 2,201 |



Fire - Suppression

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--|-----------------------|-----------------------|--------------------------|-----------------------|
| 10-5-61-5101 | Salaries-Administrative | \$ - | \$ 74,776 | \$ 75,957 | \$ 79,997 |
| 10-5-61-5103 | Salaries-Supervisory | \$ - | \$ 177,018 | \$ 192,470 | \$ 181,786 |
| 10-5-61-5104 | Salaries-Operations | \$ 687,869 | \$ 350,398 | \$ 360,955 | \$ 365,418 |
| 10-5-61-5110 | Overtime | \$ 102,693 | \$ 71,151 | \$ 71,151 | \$ 74,874 |
| 10-5-61-5112 | Longevity | \$ 7,370 | \$ 7,750 | \$ 8,200 | \$ 8,960 |
| 10-5-61-5113 | Certification/Education Pay | \$ - | \$ - | \$ 2,456 | \$ 3,235 |
| 10-5-61-5114 | Allowances | \$ 478 | \$ - | \$ - | \$ - |
| 10-5-61-5120 | FICA | \$ 59,458 | \$ 52,104 | \$ 53,557 | \$ 54,642 |
| 10-5-61-5124 | WC Insurance | \$ 14,151 | \$ 12,882 | \$ 13,233 | \$ 18,195 |
| 10-5-61-5130 | TMRS | \$ 71,908 | \$ 60,379 | \$ 64,264 | \$ 59,356 |
| 10-5-61-5150 | Group Insurance | \$ 67,155 | \$ 93,710 | \$ 90,000 | \$ 96,683 |
| | Total Personnel | \$ 1,011,082 | \$ 900,168 | \$ 932,243 | \$ 943,146 |
| 10-5-61-5201 | Office Supplies | \$ 1,618 | \$ 3,900 | \$ 600 | \$ 1,500 |
| 10-5-61-5203 | Postage | \$ 109 | \$ 300 | \$ 350 | \$ 450 |
| 10-5-61-5204 | Clothing Supplies | \$ 9,135 | \$ 7,477 | \$ 9,000 | \$ 10,157 |
| 10-5-61-5205 | Janitorial Supplies | \$ 1,396 | \$ 2,600 | \$ 1,500 | \$ 2,600 |
| 10-5-61-5206 | Books & Periodicals | \$ 92 | \$ - | \$ - | \$ - |
| 10-5-61-5207 | Fuel | \$ 14,521 | \$ 14,700 | \$ 11,950 | \$ 14,640 |
| 10-5-61-5210 | Tools & Other Supplies | \$ 4,671 | \$ 4,234 | \$ 3,000 | \$ 3,600 |
| 10-5-61-5211 | Medical Supplies | \$ 3,839 | \$ 2,250 | \$ 500 | \$ 1,000 |
| 10-5-61-5212 | Investigation | \$ (313) | \$ 1,000 | \$ - | \$ 250 |
| 10-5-61-5213 | Chemical Supplies | \$ 3,231 | \$ 1,500 | \$ 500 | \$ 2,150 |
| 10-5-61-5215 | Small Equipment | \$ 5,735 | \$ 4,800 | \$ 1,500 | \$ 2,000 |
| | Total Supplies | \$ 44,034 | \$ 42,761 | \$ 28,900 | \$ 38,347 |
| 10-5-61-5301 | Building Maintenance | \$ 7,134 | \$ 5,000 | \$ 5,000 | \$ 6,250 |
| 10-5-61-5321 | Machinery & Equipment Maint | \$ 6,699 | \$ 18,657 | \$ 10,000 | \$ 7,500 |
| 10-5-61-5322 | Vehicle Maintenance | \$ 15,960 | \$ 9,000 | \$ 8,000 | \$ 9,000 |
| 10-5-61-5323 | Computer System Maintenance | \$ 5,597 | \$ 5,990 | \$ 5,990 | \$ 8,100 |
| 10-5-61-5324 | Office Equipment Maintenance | \$ 87 | \$ 1,000 | \$ - | \$ 250 |
| 10-5-61-5325 | Radio Maintenance | \$ 3,531 | \$ 6,288 | \$ 3,000 | \$ 3,600 |
| 10-5-61-5344 | Fire Hydrant Maintenance | \$ - | \$ 1,000 | \$ 1,000 | \$ 500 |
| | Total Repairs & Maintenance | \$ 39,008 | \$ 46,935 | \$ 32,990 | \$ 35,200 |

Fire - Suppression Continued

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|---------------------------------|---------------------|---------------------|---------------------|---------------------|
| 10-5-61-5501 | Electric Services | \$ 5,328 | \$ 5,265 | \$ 5,400 | \$ 5,460 |
| 10-5-61-5502 | Communication Services | \$ 4,513 | \$ 3,180 | \$ 3,892 | \$ 3,840 |
| 10-5-61-5503 | Gas Services | \$ 1,740 | \$ 1,980 | \$ 1,420 | \$ 1,490 |
| 10-5-61-5504 | Internet Services | \$ 834 | \$ 1,140 | \$ 1,180 | \$ 1,200 |
| 10-5-61-5511 | Insurance-General Liability | \$ - | \$ 789 | \$ 545 | \$ 670 |
| 10-5-61-5512 | Insurance-Errors & Omissions | \$ - | \$ 1,349 | \$ 1,102 | \$ 1,266 |
| 10-5-61-5515 | Insurance-Auto | \$ - | \$ 11,245 | \$ 15,401 | \$ 12,332 |
| 10-5-61-5517 | Insurance-Property | \$ - | \$ 1,234 | \$ 1,215 | \$ 1,239 |
| 10-5-61-5521 | Advertising/Marketing | \$ 36 | \$ - | \$ - | \$ - |
| 10-5-61-5531 | Equipment Rental | \$ 5,498 | \$ 2,016 | \$ 2,016 | \$ 1,608 |
| 10-5-61-5541 | Training & Travel | \$ 8,898 | \$ 10,370 | \$ 9,000 | \$ 10,240 |
| 10-5-61-5542 | Dues/Memberships | \$ 3,403 | \$ 2,794 | \$ 2,500 | \$ 3,110 |
| | Total Services | \$ 30,250 | \$ 41,362 | \$ 43,671 | \$ 42,455 |
| 10-5-61-5705 | Machinery & Equipment | \$ 90,128 | \$ - | \$ - | \$ - |
| | Total Capital | \$ 90,128 | \$ - | \$ - | \$ - |
| | Total Fire - Suppression | \$ 1,214,502 | \$ 1,031,226 | \$ 1,037,804 | \$ 1,059,148 |

Description

Enforce the City's building, plumbing, electrical and mechanical codes and City ordinances to ensure the construction and maintenance of safe residential and commercial structures.

- Reviews plans for building, zoning, and code requirements.
- Issues permits for building, plumbing, electrical and mechanical construction.
- Inspects construction work within the City to verify compliance with adopted codes and standards.
- Issues/checks licenses to ensure all construction work is done by qualified personnel.
- Maintains records of construction activity and related matters.
- Investigates complaints from citizens concerning City ordinances.
- Initiates complaints on properties found to be in violation of City ordinances.
- Gather evidence and prepare cases for prosecution purposes in City ordinance cases.
- Removes unsafe structures either through rehabilitation or condemnation.
- Provide explanations of code requirements to the public and contractors.

Accomplishments

- Increased code enforcement and the removal of blighted houses throughout the community, which not only beautify the City but raise property values and increase safety.
- Implemented a retention system for all building inspection permits and blueprints.
- Implemented Public Health District County-wide Ordinance regulating the inspection of pools and spas.

Goals

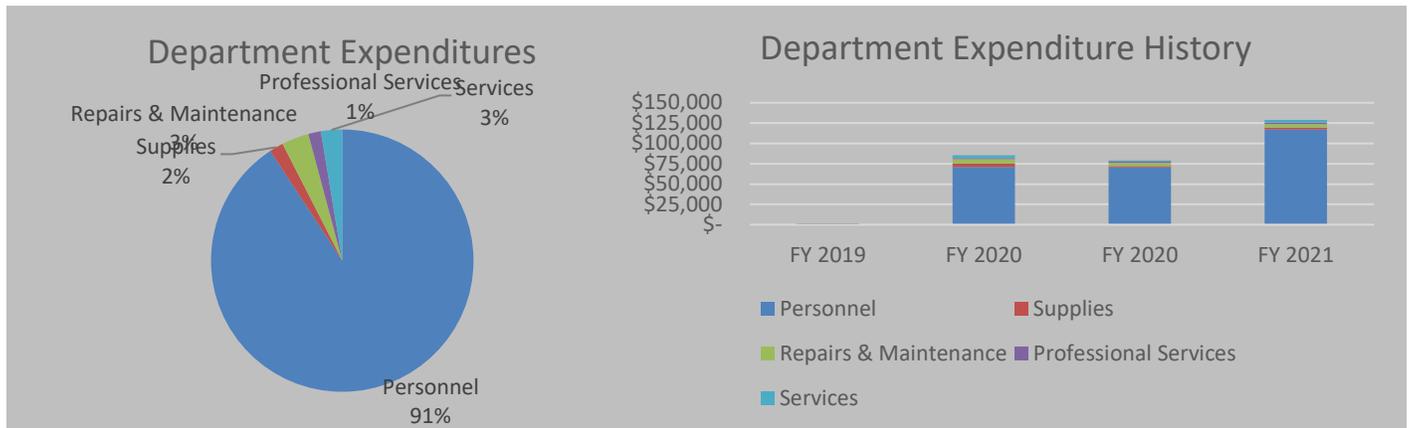
- Implement online customer service portal to allow customers to apply and pay for permits.

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|-----------------|------------------|-------------------|-------------------|
| Personnel | \$ - | \$ 71,121 | \$ 70,632 | \$ 117,091 |
| Supplies | \$ - | \$ 4,124 | \$ 1,465 | \$ 2,230 |
| Repairs & Maintenance | \$ - | \$ 5,621 | \$ 3,921 | \$ 4,326 |
| Professional Services | \$ 1,625 | \$ 1,000 | \$ 2,000 | \$ 2,000 |
| Services | \$ - | \$ 3,445 | \$ 1,331 | \$ 3,375 |
| Total | \$ 1,625 | \$ 85,311 | \$ 79,349 | \$ 129,022 |

Performance Measures

| Measurement | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|---------------------|----------------|-------------------|----------------|
| Plans Reviewed | 15 | 16 | 15 |
| Permits: | | | |
| Building | 132 | 114 | 125 |
| Plumbing | 250 | 169 | 186 |
| Mechanical | 160 | 100 | 110 |
| Electrical | 103 | 154 | 169 |
| Inspections: | | | |
| Building | 147 | 146 | 161 |
| Plumbing | 259 | 168 | 185 |
| Mechanical | 188 | 116 | 128 |
| Electrical | 251 | 178 | 196 |



Fire - Inspections

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--|--------------------|--------------------|--------------------|--------------------|
| 10-5-62-5104 | Salaries | \$ - | \$ 55,162 | \$ 53,860 | \$ 87,860 |
| 10-5-62-5120 | FICA | \$ - | \$ 4,220 | \$ 4,279 | \$ 6,722 |
| 10-5-62-5124 | WC Insurance | \$ - | \$ 311 | \$ 311 | \$ 332 |
| 10-5-62-5130 | Retirement | \$ - | \$ 4,220 | \$ 4,974 | \$ 7,302 |
| 10-5-62-5150 | Group Insurance | \$ - | \$ 7,208 | \$ 7,208 | \$ 14,875 |
| | Total Personnel | \$ - | \$ 71,121 | \$ 70,632 | \$ 117,091 |
| 10-5-62-5201 | Office Supplies | \$ - | \$ 1,464 | \$ 500 | \$ 500 |
| 10-5-62-5203 | Postage | \$ - | \$ 970 | \$ - | \$ 500 |
| 10-5-62-5204 | Clothing Supplies | \$ - | \$ 500 | \$ 100 | \$ 250 |
| 10-5-62-5207 | Fuel | \$ - | \$ 690 | \$ 665 | \$ 730 |
| 10-5-62-5210 | Tools & Other Supplies | \$ - | \$ 500 | \$ 200 | \$ 250 |
| | Total Supplies | \$ - | \$ 4,124 | \$ 1,465 | \$ 2,230 |
| 10-5-62-5322 | Vehicle Maintenance | \$ - | \$ 2,000 | \$ 300 | \$ 750 |
| 10-5-62-5323 | Computer System Maintenance | \$ - | \$ 3,621 | \$ 3,621 | \$ 3,576 |
| | Total Repairs & Maintenance | \$ - | \$ 5,621 | \$ 3,921 | \$ 4,326 |
| 10-5-62-5402 | Engineering Services | \$ 1,625 | \$ 1,000 | \$ 2,000 | \$ 2,000 |
| | Total Professional Services | \$ 1,625 | \$ 1,000 | \$ 2,000 | \$ 2,000 |
| 10-5-62-5502 | Communication Services | \$ - | \$ - | \$ 868 | \$ 888 |
| 10-5-62-5511 | Insurance-General Liability | \$ - | \$ 61 | \$ 42 | \$ 52 |
| 10-5-62-5512 | Insurance-Errors & Omissions | \$ - | \$ 104 | \$ 85 | \$ 98 |
| 10-5-62-5515 | Insurance-Auto | \$ - | \$ 480 | \$ 86 | \$ 87 |
| 10-5-62-5541 | Training & Travel | \$ - | \$ 2,000 | \$ - | \$ 2,000 |
| 10-5-62-5542 | Dues/Memberships | \$ - | \$ 800 | \$ 250 | \$ 250 |
| | Total Services | \$ - | \$ 3,445 | \$ 1,331 | \$ 3,375 |
| | Total Fire - Inspections | \$ 1,625 | \$ 85,311 | \$ 79,349 | \$ 129,022 |
| | | | | | |
| | Total Fire | \$1,216,127 | \$1,116,537 | \$1,117,153 | \$1,188,170 |

Description

The Public Works department is comprised of three divisions:

1. Streets
2. Fleet
3. Parks

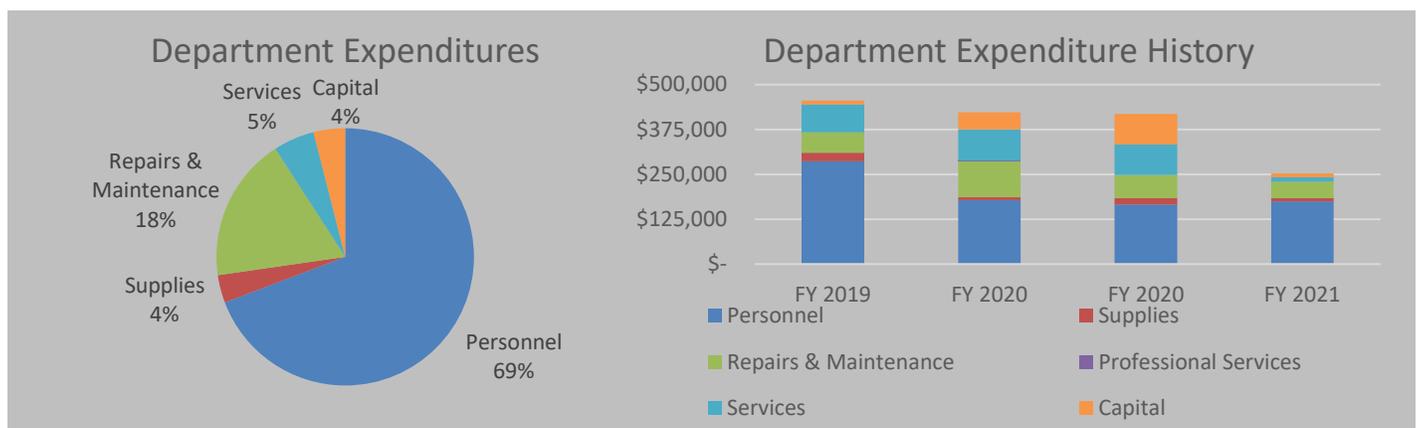
The details of these divisions follow.

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel | \$ 286,237 | \$ 177,976 | \$ 166,119 | \$ 174,600 |
| Supplies | \$ 23,805 | \$ 8,290 | \$ 17,133 | \$ 8,795 |
| Repairs & Maintenance | \$ 57,059 | \$ 101,570 | \$ 65,320 | \$ 45,800 |
| Professional Services | \$ - | \$ 500 | \$ - | \$ - |
| Services | \$ 77,500 | \$ 86,562 | \$ 84,755 | \$ 13,008 |
| Capital | \$ 10,689 | \$ 48,000 | \$ 85,500 | \$ 10,000 |
| Total | \$ 455,290 | \$ 422,898 | \$ 418,827 | \$ 252,203 |

Staffing

| Position | FY 2019 Number | FY 2020 Number | FY 2021 Number |
|-----------------------|----------------|----------------|----------------|
| Public Works Director | - | 0.30 | 0.30 |
| Superintendent | 1.00 | - | - |
| Equipment Operator | 2.00 | - | - |
| Maintenance Worker | 3.00 | 2.00 | 2.00 |
| Mechanic | 1.00 | 1.00 | 1.00 |
| Total | 7.00 | 3.30 | 3.30 |

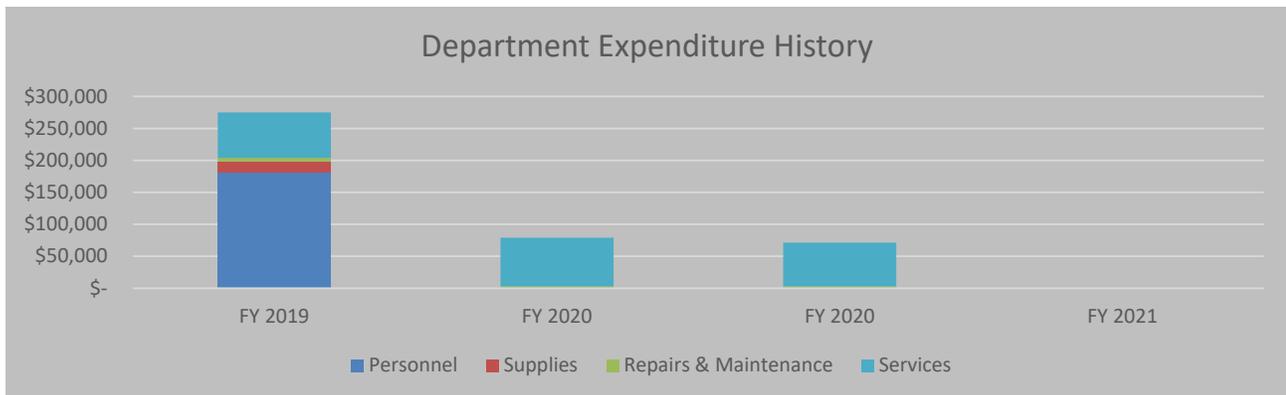


Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|---------------------------|---------------------------|------------------------------|---------------------------|
| Personnel | \$ 181,418 | \$ - | \$ - | \$ - |
| Supplies | \$ 16,751 | \$ - | \$ - | \$ - |
| Repairs & Maintenance | \$ 5,824 | \$ 3,100 | \$ 3,100 | \$ - |
| Professional Services | \$ - | \$ - | \$ - | \$ - |
| Services | \$ 70,960 | \$ 76,089 | \$ 68,382 | \$ - |
| Total | \$ 274,953 | \$ 79,189 | \$ 71,482 | \$ - |

Staffing

| Position | FY 2019 Number | FY 2020 Number | FY 2021 Number |
|--------------------|---------------------------|---------------------------|---------------------------|
| Superintendent | 1.00 | - | - |
| Equipment Operator | 2.00 | - | - |
| Maintenance Worker | 2.00 | - | - |
| Total | 5.00 | - | - |



Public Works - Streets

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--|-------------------|------------------|-------------------|----------------|
| 10-5-71-5100 | Salaries | \$ 118,226 | \$ - | \$ - | \$ - |
| 10-5-71-5109 | Contract Labor | \$ 3,860 | \$ - | \$ - | \$ - |
| 10-5-71-5110 | Overtime | \$ 11,371 | \$ - | \$ - | \$ - |
| 10-5-71-5112 | Longevity | \$ 620 | \$ - | \$ - | \$ - |
| 10-5-71-5120 | FICA | \$ 10,051 | \$ - | \$ - | \$ - |
| 10-5-71-5124 | WC Insurance | \$ 7,276 | \$ - | \$ - | \$ - |
| 10-5-71-5130 | TMRS | \$ 12,030 | \$ - | \$ - | \$ - |
| 10-5-71-5150 | Group Insurance | \$ 17,984 | \$ - | \$ - | \$ - |
| | Total Personnel | \$ 181,418 | \$ - | \$ - | \$ - |
| 10-5-71-5204 | Clothing Supplies | \$ 3,634 | \$ - | \$ - | \$ - |
| 10-5-71-5205 | Janitorial Supplies | \$ 1,055 | \$ - | \$ - | \$ - |
| 10-5-71-5207 | Fuel | \$ 11,867 | \$ - | \$ - | \$ - |
| 10-5-71-5210 | Tools & Other Supplies | \$ 195 | \$ - | \$ - | \$ - |
| | Total Supplies | \$ 16,751 | \$ - | \$ - | \$ - |
| 10-5-71-5304 | Drainage Maintenance | \$ 1,232 | \$ - | \$ - | \$ - |
| 10-5-71-5307 | Sign Maintenance | \$ 1,891 | \$ 3,100 | \$ 3,100 | \$ - |
| 10-5-71-5308 | Street Maintenance | \$ 2,596 | \$ - | \$ - | \$ - |
| 10-5-71-5322 | Vehicle Maintenance | \$ 105 | \$ - | \$ - | \$ - |
| | Total Repairs & Maintenance | \$ 5,824 | \$ 3,100 | \$ 3,100 | \$ - |
| 10-5-71-5403 | Accounting Services | \$ - | \$ - | \$ - | \$ - |
| | Total Professional Services | \$ - | \$ - | \$ - | \$ - |
| 10-5-71-5501 | Electric Services | \$ 74,913 | \$ 76,089 | \$ 68,382 | \$ - |
| 10-5-71-5502 | Communication Services | \$ 3,973 | \$ - | \$ - | \$ - |
| 10-5-71-5531 | Equipment Rental | \$ (7,930) | \$ - | \$ - | \$ - |
| 10-5-71-5541 | Training & Travel | \$ 4 | \$ - | \$ - | \$ - |
| | Total Services | \$ 70,960 | \$ 76,089 | \$ 68,382 | \$ - |
| | | | | | |
| | Total Public Works - Streets | \$ 274,953 | \$ 79,189 | \$ 71,482 | \$ - |

Description

To extend the usable life of and ensure the safety of City equipment and vehicles, the Fleet Department:

- Repairs vehicles and motorized equipment as needed.
- Provides preventive and routine maintenance of vehicles and motorized equipment.
- Maintains records of maintenance and repair of all City vehicles and motorized equipment.
- Repairs heavy equipment and heavy vehicles as needed.
- Provides welding services as needed.
- Performs the fabrication of steel products for use by other departments.
- Provides machined parts for equipment when parts are no longer available.
- Constructs special use trailers for the Public Works departments.
- Modifies equipment for special use as needed.

Accomplishments

- Increased operational efficiency by completing an equipment audit and reorganizing the shop's inventory.
- Completed needed repairs to the City shop to effectively continue serving the City fleet.
- Inventoried all City equipment and disposed of all surplus, unneeded, or obsolete property.

Goals

- Educate City employees on preventative care for vehicles and equipment to reduce future costs.
- Obtain new diagnostic equipment to enable the shop to further service City vehicles.

Expenditure Summary

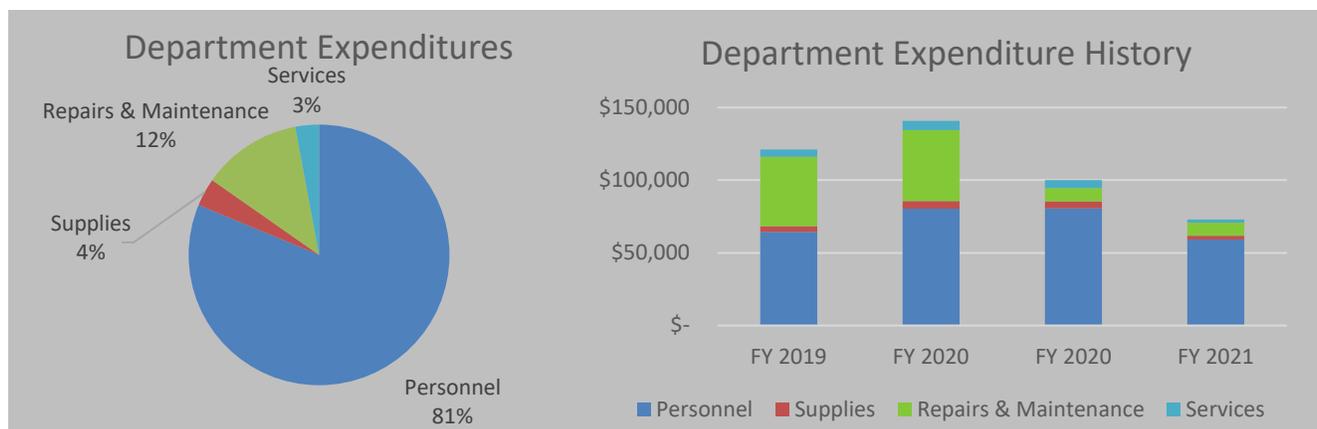
| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------------|-------------------|-------------------|-------------------|------------------|
| Personnel | \$ 64,366 | \$ 80,372 | \$ 80,665 | \$59,205 |
| Supplies | \$ 4,074 | \$ 5,375 | \$ 4,800 | \$ 2,525 |
| Repairs & Maintenance | \$ 47,645 | \$ 48,670 | \$ 9,170 | \$ 9,000 |
| Total Professional Services | \$ - | \$ - | \$ 311 | \$ - |
| Services | \$ 5,038 | \$ 6,430 | \$ 5,387 | \$ 2,133 |
| Total | \$ 121,123 | \$ 140,847 | \$ 100,333 | \$ 72,863 |

Performance Measures

| Measurement | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|----------------|-------------------|----------------|
| Work Orders Completed | 60 | 60 | 100 |

Staffing

| Position | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|----------------|-------------------|----------------|
| Public Works Director | - | 0.15 | 0.15 |
| Mechanic | 1.00 | 1.00 | 1.00 |
| Total | 1.00 | 1.15 | 1.15 |



Public Works - Fleet

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--|-----------------------|-----------------------|--------------------------|-----------------------|
| 10-5-72-5101 | Salaries-Administrative | \$ - | \$ 9,763 | \$ 9,697 | \$ 13,354 |
| 10-5-72-5103 | Salaries-Supervisory | \$ - | \$ - | \$ - | \$ 7,800 |
| 10-5-72-5104 | Salaries-Operations | \$ 47,912 | \$ 47,799 | \$ 35,659 | \$ - |
| 10-5-72-5109 | Contract Labor | \$ - | \$ - | \$ 17,306 | \$ 22,880 |
| 10-5-72-5110 | Overtime | \$ - | \$ 1,434 | \$ - | \$ - |
| 10-5-72-5112 | Longevity | \$ 1,500 | \$ 1,607 | \$ 1,500 | \$ 50 |
| 10-5-72-5113 | Certification/Education Pay | \$ - | \$ - | \$ - | \$ 609 |
| 10-5-72-5114 | Allowances | \$ - | \$ - | \$ 540 | \$ 585 |
| 10-5-72-5120 | FICA | \$ 3,745 | \$ 4,636 | \$ 3,780 | \$ 1,714 |
| 10-5-72-5124 | WC Insurance | \$ 1,137 | \$ 1,470 | \$ 1,509 | \$ 682 |
| 10-5-72-5130 | TMRS | \$ 4,469 | \$ 5,373 | \$ 4,474 | \$ 1,862 |
| 10-5-72-5150 | Group Insurance | \$ 5,603 | \$ 8,290 | \$ 6,200 | \$ 9,669 |
| | Total Personnel | \$64,366 | \$80,372 | \$80,665 | \$59,205 |
| 10-5-72-5201 | Office Supplies | \$ 38 | \$ - | \$ - | \$ - |
| 10-5-72-5204 | Clothing Supplies | \$ 635 | \$ 755 | \$ 200 | \$ 200 |
| 10-5-72-5205 | Janitorial Supplies | \$ 24 | \$ - | \$ 100 | \$ 100 |
| 10-5-72-5207 | Fuel | \$ - | \$ - | \$ 500 | \$ - |
| 10-5-72-5210 | Tools & Other Supplies | \$ 1,077 | \$ 3,000 | \$ 2,500 | \$ 1,000 |
| 10-5-72-5213 | Chemical Supplies | \$ 1,101 | \$ 1,000 | \$ 1,000 | \$ 725 |
| 10-5-72-5215 | Small Equipment | \$ 1,199 | \$ 620 | \$ 500 | \$ 500 |
| | Total Supplies | \$ 4,074 | \$ 5,375 | \$ 4,800 | \$ 2,525 |
| 10-5-72-5301 | Building Maintenance | \$ 12,478 | \$ 8,000 | \$ 5,000 | \$ 6,000 |
| 10-5-72-5321 | Machinery & Equipment Maint | \$ 13,907 | \$ 15,670 | \$ 1,670 | \$ 1,500 |
| 10-5-72-5322 | Vehicle Maintenance | \$ 21,260 | \$ 25,000 | \$ 2,500 | \$ 1,500 |
| | Total Repairs & Maintenance | \$ 47,645 | \$ 48,670 | \$ 9,170 | \$ 9,000 |
| 10-5-72-5403 | Accounting Services | \$ - | \$ - | \$ 311 | \$ - |
| | Total Professional Services | \$ - | \$ - | \$ 311 | \$ - |
| 10-5-72-5501 | Electric Services | \$ 3,002 | \$ 3,305 | \$ 3,250 | \$ - |
| 10-5-72-5503 | Gas Services | \$ 2,036 | \$ 2,120 | \$ 1,280 | \$ 1,340 |
| 10-5-72-5511 | Insurance-General Liability | \$ - | \$ 61 | \$ 42 | \$ 52 |
| 10-5-72-5512 | Insurance-Errors & Omissions | \$ - | \$ 104 | \$ 85 | \$ 98 |
| 10-5-72-5513 | Insurance-Property | \$ - | \$ 640 | \$ 630 | \$ 643 |
| 10-5-72-5531 | Equipment Rental | \$ - | \$ 200 | \$ - | \$ - |
| 10-5-72-5571 | Waste Collection | \$ - | \$ - | \$ 100 | \$ - |
| | Total Services | \$ 5,038 | \$ 6,430 | \$ 5,387 | \$ 2,133 |
| | Total Public Works - Fleet | \$ 121,123 | \$ 140,847 | \$ 100,333 | \$ 72,863 |



Description

Provides clean, safe, and well-maintained outdoor recreation space and park lands to the citizens of Bellmead. The Parks Department:

- Mows all City parks and recreation areas.
- Picks up trash and debris within City parks and recreation areas.
- Maintains and repairs City park facilities and playground equipment as needed.
- Maintains athletic fields.
- Provides pest and weed control within City parks and facilities.

Accomplishments

- Upgraded park utilities, including the little league bleachers and splash pad, for increased citizen enjoyment.
- Increased child safety by removing and replacing old playground equipment.

Goals

- Enhance website and implement online reservation process for customer ease of use.
- Replace and upgrade facilities currently in parks, specifically the bathrooms.
- Coordinate events throughout the City to showcase parks and promote community cohesion.

Expenditure Summary

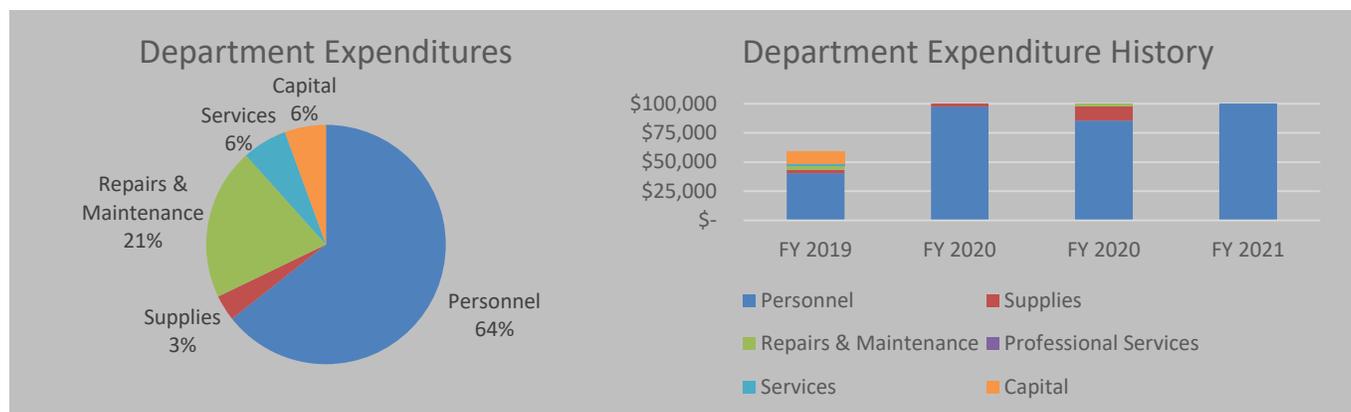
| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|------------------|-------------------|-------------------|-------------------|
| Personnel | \$ 40,453 | \$ 97,604 | \$ 85,454 | \$ 115,395 |
| Supplies | \$ 2,980 | \$ 2,915 | \$ 12,333 | \$ 6,270 |
| Repairs & Maintenance | \$ 3,590 | \$ 49,800 | \$ 53,050 | \$ 36,800 |
| Professional Services | \$ - | \$ 500 | \$ - | \$ - |
| Services | \$ 1,502 | \$ 4,043 | \$ 10,986 | \$ 10,875 |
| Capital | \$ 10,689 | \$ 48,000 | \$ 85,500 | \$ 10,000 |
| Total | \$ 59,214 | \$ 202,862 | \$ 247,323 | \$ 179,340 |

Performance Measures

| Measurement | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|------------------------------|----------------|-------------------|----------------|
| Facilities Maintained | | | |
| - Traditional Parks | 3 | 3 | 3 |
| - Restrooms | 4 | 4 | 4 |
| - Pavilions & shelters | 12 | 12 | 12 |
| - Playgrounds | 6 | 6 | 6 |
| - Ballfields | 5 | 5 | 5 |
| - Splashpads | 1 | 1 | 1 |
| Gallons of herbicide applied | 400 | 450 | 450 |
| Mowing hours | 544 | 544 | 544 |
| Trash Pickup Hours | 1,255 | 1,100 | 1,100 |

Staffing

| Position | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|----------------|-------------------|----------------|
| Public Works Director | - | 0.15 | 0.15 |
| Maintenance Worker | 1.00 | 2.00 | 2.00 |
| Total | 1.00 | 2.15 | 2.15 |



Public Works - Parks

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--|-----------------------|-----------------------|--------------------------|-----------------------|
| 10-5-73-5101 | Salaries-Administration | \$ - | \$ 9,763 | \$ 9,697 | \$ 13,354 |
| 10-5-73-4103 | Salaries-Supervisor | \$ - | \$ - | \$ - | \$ 7,800 |
| 10-5-73-5104 | Salaries-Operations | \$ 28,626 | \$ 28,559 | \$ 46,785 | \$ 58,448 |
| 10-5-73-5110 | Overtime | \$ - | \$ 571 | \$ 571 | \$ 1,169 |
| 10-5-73-5112 | Longevity | \$ 515 | \$ 677 | \$ 570 | \$ 680 |
| 10-5-73-5113 | Certification/Education Pay | \$ - | \$ - | \$ - | \$ 609 |
| 10-5-73-5114 | Allowances | \$ - | \$ - | \$ 537 | \$ 585 |
| 10-5-73-5120 | FICA | \$ 2,223 | \$ 3,027 | \$ 4,460 | \$ 6,323 |
| 10-5-73-5124 | Worker's Comp Insurance | \$ 641 | \$ 1,209 | \$ 2,097 | \$ 2,453 |
| 10-5-73-5130 | TMRS | \$ 2,635 | \$ 3,508 | \$ 5,238 | \$ 6,868 |
| 10-5-73-5150 | Group Insurance | \$ 5,813 | \$ 8,290 | \$ 15,499 | \$ 17,106 |
| | Total Personnel | \$ 40,453 | \$ 97,604 | \$ 85,454 | \$ 115,395 |
| 10-5-73-5204 | Clothing Supplies | \$ 555 | \$ 755 | \$ 1,500 | \$ 1,080 |
| 10-5-73-5205 | Janitorial Supplies | \$ 277 | \$ 900 | \$ 700 | \$ 550 |
| 10-5-73-5207 | Fuel | \$ 1,771 | \$ 1,060 | \$ 2,360 | \$ 2,590 |
| 10-5-73-5210 | Tools & Other Supplies | \$ 234 | \$ 200 | \$ 847 | \$ 800 |
| 10-5-73-5213 | Chemical Supplies | \$ 143 | \$ - | \$ 250 | \$ 250 |
| 10-5-73-5215 | Small Equipment | \$ - | \$ - | \$ 6,676 | \$ 1,000 |
| | Total Supplies | \$ 2,980 | \$ 2,915 | \$ 12,333 | \$ 6,270 |
| 10-5-73-5301 | Building Maintenance | \$ 845 | \$ 1,000 | \$ 500 | \$ 1,000 |
| 10-5-73-5303 | Parks Maintenance | \$ 1,110 | \$ 48,800 | \$ 48,800 | \$ 29,800 |
| 10-5-73-5309 | Splashpad Maintenance | \$ 967 | \$ - | \$ 1,000 | \$ 3,000 |
| 10-5-73-5321 | Equipment & Machinery Maint. | \$ 189 | \$ - | \$ 2,000 | \$ 2,000 |
| 10-5-73-5322 | Vehicle Maintenance | \$ 479 | \$ - | \$ 750 | \$ 1,000 |
| | Total Repairs & Maintenance | \$ 3,590 | \$ 49,800 | \$ 53,050 | \$ 36,800 |
| 10-5-73-5402 | Engineering | \$ - | \$ 500 | \$ - | \$ - |
| | Total Professional Services | \$ - | \$ 500 | \$ - | \$ - |
| 10-5-73-5501 | Electric Services | \$ 663 | \$ 364 | \$ 7,973 | \$ 7,800 |
| 10-5-73-5511 | Insurance-General Liability | \$ - | \$ 61 | \$ 42 | \$ 52 |
| 10-5-73-5512 | Insurance-Errors & Omissions | \$ - | \$ 104 | \$ 85 | \$ 98 |
| 10-5-73-5515 | Insurance-Auto | \$ - | \$ 1,053 | \$ 1,049 | \$ 1,009 |
| 10-5-73-5516 | Insurance-Rolling Stock | \$ - | \$ 61 | \$ - | \$ 62 |
| 10-5-73-5517 | Insurance-Property | \$ - | \$ 850 | \$ 837 | \$ 854 |
| 10-5-73-5518 | Claims & Damages | \$ 270 | \$ 400 | \$ - | \$ - |
| 10-5-73-5521 | Advertising/Marketing | \$ - | \$ 150 | \$ - | \$ - |
| 10-5-73-5531 | Equipment Rental | \$ 453 | \$ 1,000 | \$ 1,000 | \$ 1,000 |
| 10-5-73-5571 | Waste Collection | \$ 116 | \$ - | \$ - | \$ - |
| | Total Services | \$ 1,502 | \$ 4,043 | \$ 10,986 | \$ 10,875 |

Public Works - Parks Continued

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|-----------------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 10-5-73-5704 | Facilities | \$ 10,689 | \$ 48,000 | \$ 48,000 | \$ - |
| 10-5-73-5705 | Machinery & Equipment | \$ - | \$ - | \$ 10,000 | \$ 10,000 |
| 10-5-73-5706 | Vehicles | \$ - | \$ - | \$ 27,500 | \$ - |
| | Total Capital | \$ 10,689 | \$ 48,000 | \$ 85,500 | \$ 10,000 |
| | | | | | |
| | Total Public Works - Parks | \$ 59,214 | \$ 202,862 | \$ 247,323 | \$ 179,340 |
| | | | | | |
| | Total Public Works | \$ 455,290 | \$ 422,898 | \$ 419,138 | \$ 252,203 |

Description

Maintains and cleans City owned buildings and grounds surrounding the buildings to ensure a safe and attractive environment.

- Performs daily janitorial services in City buildings.
- Performs minor repairs to City buildings.
- Mows, edges and waters grounds surrounding City buildings.
- Monitors pest control and floor finishing contracts for City buildings.

Accomplishments

- Maintained cleanliness of City buildings during COVID-19 pandemic.

Goals

- Continue maintenance of City buildings to increase their longevity.

**Annual Budget
FY 2021**

**General Fund
Building Maintenance**

Expenditure Summary

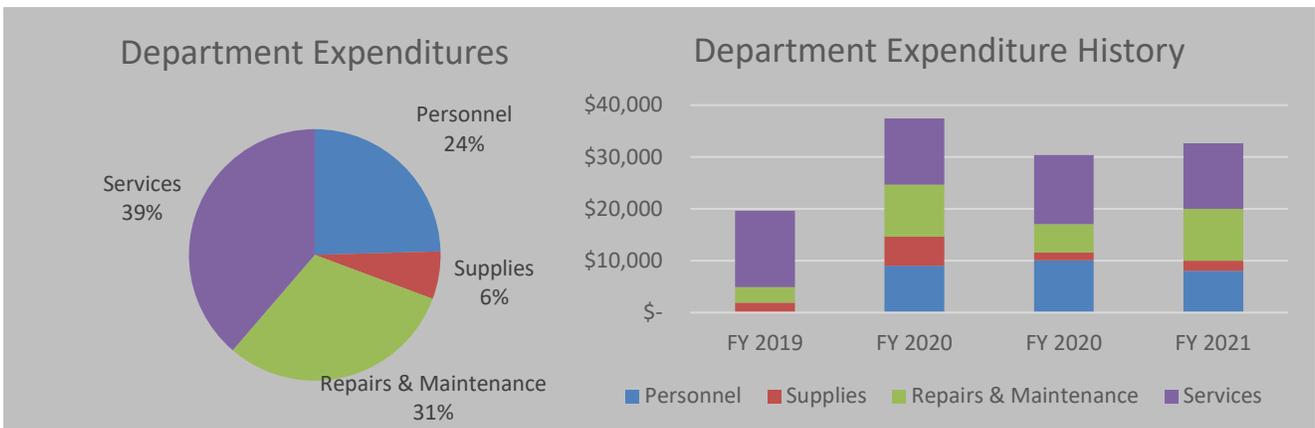
| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|------------------|------------------|-------------------|------------------|
| Personnel | \$ - | \$ 9,027 | \$ 10,088 | \$ 8,019 |
| Supplies | \$ 1,896 | \$ 5,620 | \$ 1,500 | \$ 2,000 |
| Repairs & Maintenance | \$ 3,029 | \$ 10,000 | \$ 5,500 | \$ 10,000 |
| Services | \$ 14,684 | \$ 12,803 | \$ 13,265 | \$ 12,638 |
| Total | \$ 19,609 | \$ 37,450 | \$ 30,353 | \$ 32,657 |

Performance Measures

| Measurement | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|----------------|-------------------|----------------|
| Work Orders Completed | - | 5 | 3 |

Staffing

| Position | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated |
|--------------------|----------------|----------------|-------------------|
| Maintenance Worker | - | 0.25 | 0.25 |
| Total | - | 0.25 | 0.25 |



**Annual Budget
FY 2021**

**General Fund
Building Maintenance**

Building Maintenance

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--------------------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 10-5-83-5104 | Salaries-Operation | \$ - | \$ 6,043 | \$ 6,891 | \$ 5,460 |
| 10-5-83-5110 | Overtime | \$ - | \$ - | \$ - | \$ 110 |
| 10-5-83-5120 | FICA | \$ - | \$ 462 | \$ 540 | \$ 427 |
| 10-5-83-5124 | WC Insurance | \$ - | \$ 184 | \$ 222 | \$ 164 |
| 10-5-83-5130 | TMRS | \$ - | \$ 536 | \$ 633 | \$ 463 |
| 10-5-83-5150 | Group Insurance | \$ - | \$ 1,802 | \$ 1,802 | \$ 1,395 |
| | Total Personnel | \$ - | \$ 9,027 | \$ 10,088 | \$ 8,019 |
| 10-5-83-5206 | Janitorial Supplies | \$ 1,896 | \$ 5,620 | \$ 1,500 | \$ 2,000 |
| | Total Supplies | \$ 1,896 | \$ 5,620 | \$ 1,500 | \$ 2,000 |
| 10-5-83-5301 | Building Maintenance | \$ 3,029 | \$ 10,000 | \$ 5,000 | \$ 10,000 |
| 10-5-83-5321 | Machinery & Equipment Maintenance | \$ - | \$ - | \$ 500 | \$ - |
| | Total Repairs and Maintenance | \$ 3,029 | \$ 10,000 | \$ 5,500 | \$ 10,000 |
| 10-5-83-5501 | Electric Services | \$ 13,380 | \$ 12,033 | \$ 12,505 | \$ 11,838 |
| 10-5-83-5512 | Gas Services | \$ 1,304 | \$ 770 | \$ 760 | \$ 800 |
| | Total Services | \$ 14,684 | \$ 12,803 | \$ 13,265 | \$ 12,638 |
| | | | | | |
| | Total Building Maintenance | \$ 19,609 | \$ 37,450 | \$ 30,353 | \$ 32,657 |

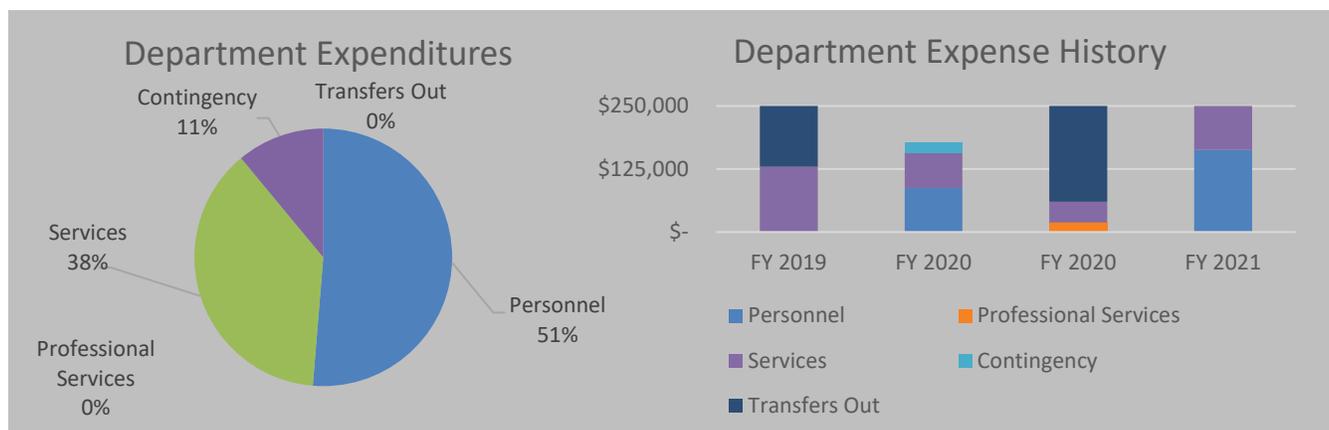
Description

This department contains funding for several non-departmental budget items:

- As employees receive pay increases, for pay plan increases, funding is moved from the pay plan line item to departmental personnel line items.
- Funding for non-recurring or non-departmental items related directly to the City's Comprehensive Plan
- A contingency amount which allows the City to adjust for unbudgeted situations which may occur during the fiscal year. As these situations occur, funding is moved from the contingency line item to the departmental line item incurring the expense.
- Transfers to other funds.

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel | \$ - | \$ 87,000 | \$ - | \$ 163,100 |
| Professional Services | \$ - | \$ - | \$ 19,300 | \$ - |
| Services | \$ 129,512 | \$ 71,094 | \$ 40,775 | \$ 119,850 |
| Contingency | \$ - | \$ 20,000 | \$ - | \$ 35,000 |
| Transfers Out | \$ 125,742 | \$ - | \$ 298,833 | \$ - |
| Total | \$ 255,254 | \$ 178,094 | \$ 358,908 | \$ 317,950 |



Other Costs

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|------------------------------------|-------------------|-------------------|-------------------|-------------------|
| 10-5-905160 | Pay Plan Costs | \$ - | \$ 87,000 | \$ - | \$ 163,100 |
| | Total Personnel | \$ - | \$ 87,000 | \$ - | \$ 163,100 |
| 10-5-90-5403 | Accounting Services | \$ - | \$ - | \$ 19,300 | \$ - |
| | Total Professional Services | \$ - | \$ - | \$ 19,300 | \$ - |
| 10-5-90-5502 | Communication Services | \$ 28,197 | \$ 27,180 | \$ 12,626 | \$ 8,400 |
| 10-5-90-5509 | Electric Services-Street Lights | \$ - | \$ - | \$ - | \$ 68,000 |
| 10-5-90-5512 | Ins.- Non-Health | \$ 78,296 | \$ - | \$ - | \$ - |
| 10-5-90-5543 | Employee Relations | \$ 3,008 | \$ 4,050 | \$ 4,000 | \$ - |
| 10-5-90-5552 | Social Services | \$ 19,198 | \$ 19,400 | \$ 21,662 | \$ 25,756 |
| 10-5-90-5554 | Community Programs | \$ 813 | \$ 20,464 | \$ 2,487 | \$ 17,694 |
| | Total Services | \$ 129,512 | \$ 71,094 | \$ 40,775 | \$ 119,850 |
| 10-5-90-5800 | Contingency | \$ - | \$ 20,000 | \$ - | \$ 35,000 |
| | Total Contingency | \$ - | \$ 20,000 | \$ - | \$ 35,000 |
| 10-5-90-5914 | Transfers Out | \$ 15,355 | \$ - | \$ - | \$ - |
| 10-5-90-5925 | Transfers to Fund 25 | \$ 110,387 | \$ - | \$ - | \$ - |
| 10-5-90-5961 | Transfers to Fund 61 | \$ - | \$ - | \$ 298,833 | \$ - |
| | Total Transfers Out | \$ 125,742 | \$ - | \$ 298,833 | \$ - |
| | Total Other Costs | \$ 255,254 | \$ 178,094 | \$ 358,908 | \$ 317,950 |

WATER & SEWER FUND



The Water & Sewer Fund is an enterprise fund that the City of Bellmead maintains. The Governmental Accounting Standards Board Codification, Section 1300.104, states that "the enterprise fund type may be used: to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges: or (b) where the governing body has decided that periodic determination or revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance public policy, management control, accountability, or other purposes." These funds are not required by GASB, but are permitted.

Water and Sewer Fund – Accounts for the provision of water and sewer services to the residents of the City. All activities necessary to provide such services are accounted for in this fund, including, but not limited to administration, operations, maintenance, billing, and collection.

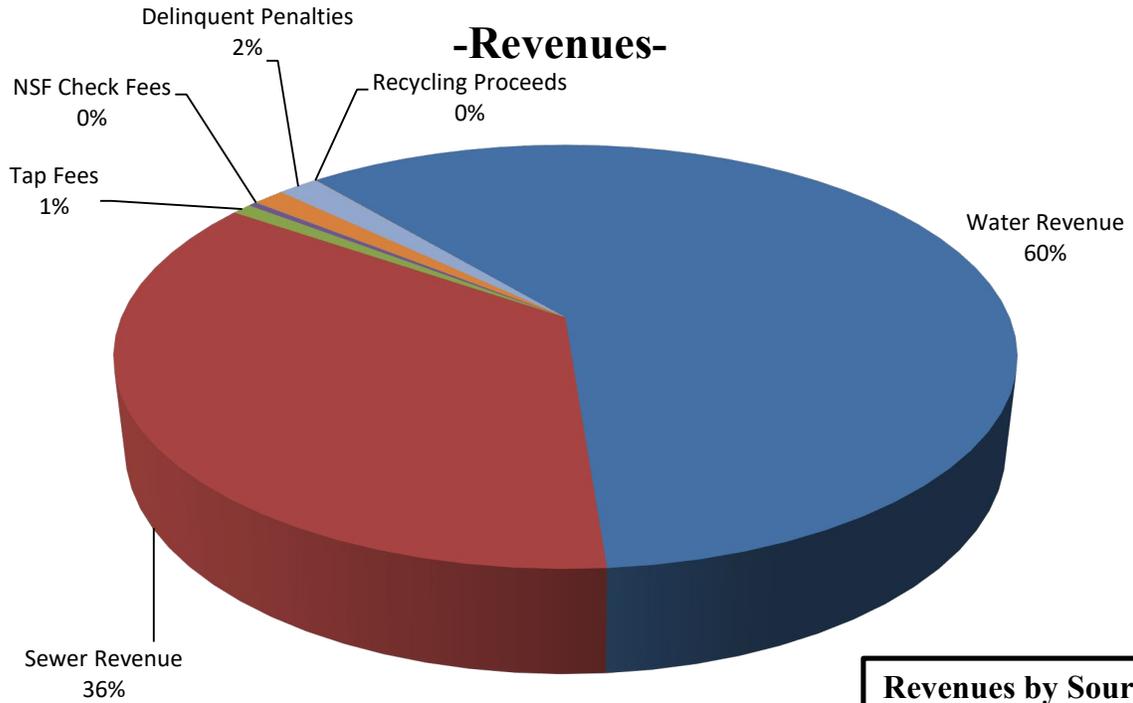


**Water & Sewer Fund
Budget Summary
FY 2021**

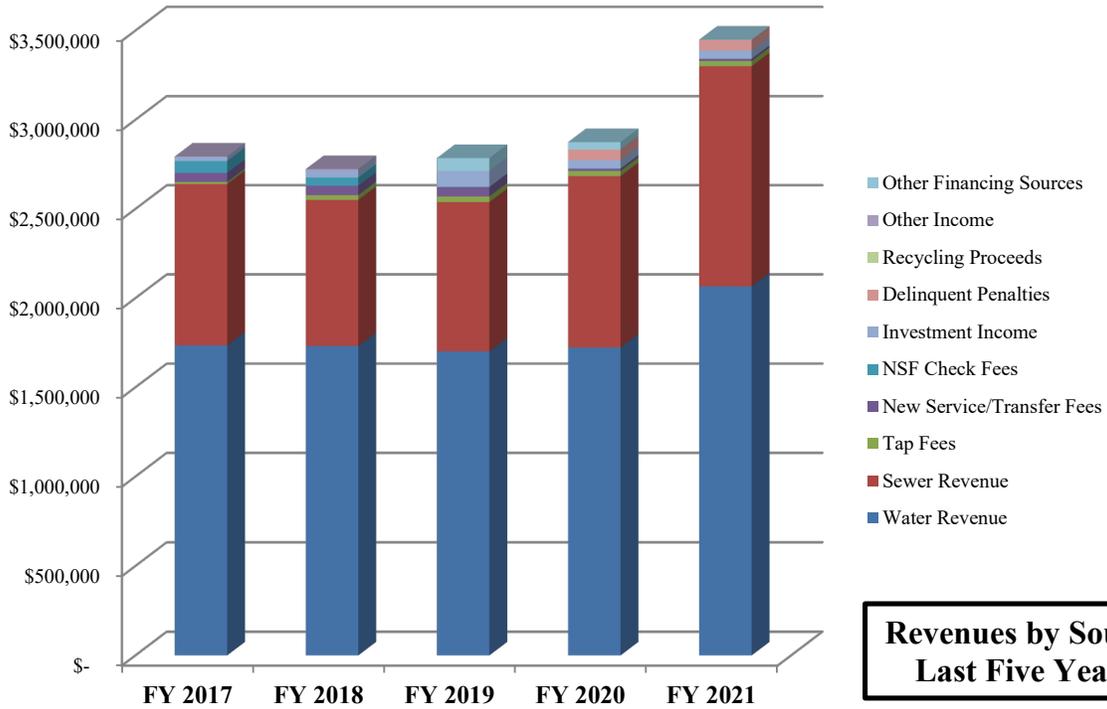
| | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget | Percent of Budget | % Change from FY 2020 Budget |
|---|---------------------------|---------------------------|------------------------------|---------------------------|------------------------------|---|
| Revenues | | | | | | |
| Water Revenue | \$ 1,700,972 | \$ 1,786,215 | \$ 1,723,354 | \$ 2,065,496 | 59.89% | 15.64% |
| Sewer Revenue | 837,502 | 1,132,183 | 960,746 | 1,234,767 | 35.80% | 9.06% |
| Tap Fees | 31,850 | 34,600 | 29,050 | 29,100 | 0.84% | -15.90% |
| New Service/Transfer Fees | 52,370 | 51,635 | 11,970 | 11,970 | 0.35% | -76.82% |
| NSF Check Fees | 1,010 | 900 | 1,690 | 800 | 0.02% | -11.11% |
| Delinquent Penalties | - | - | 57,592 | 58,700 | 1.70% | NA |
| Recycling Proceeds | - | - | 1,147 | 1,000 | 0.03% | NA |
| Investment Income | 87,418 | 67,000 | 47,079 | 46,400 | 1.35% | -30.75% |
| Other Income | 1,884 | 1,000 | 1,611 | 500 | 0.02% | -50.00% |
| Other Financing Sources | 72,343 | - | 40,396 | - | 0.00% | NA |
| Total Revenues | 2,785,349 | 3,073,533 | 2,874,635 | 3,448,733 | 100.00% | 12.21% |
| Operating Expenses | | | | | | |
| Personnel | 486,409 | 743,902 | 693,871 | 873,519 | 13.21% | 17.42% |
| Supplies | 92,163 | 102,955 | 101,896 | 112,690 | 1.70% | 9.46% |
| Repairs & Maintenance | 253,120 | 320,173 | 318,952 | 441,489 | 6.67% | 37.89% |
| Professional Services | 38,638 | 28,744 | 44,154 | 96,525 | 1.46% | 235.81% |
| Services | 713,525 | 709,389 | 708,278 | 740,822 | 11.20% | 4.43% |
| Sewer Treatment | - | 407,640 | 351,480 | 542,356 | 8.20% | 33.05% |
| Total Operating Expenses | 1,583,855 | 2,312,803 | 2,218,631 | 2,807,401 | 42.44% | 21.39% |
| Non-Operating Expenses | | | | | | |
| Sewer Treatment Plant | - | 331,327 | - | - | 0.00% | NA |
| Capital | - | 12,500 | 135,708 | - | 0.00% | -100.00% |
| Debt Service | 491,223 | 499,188 | 498,813 | 502,156 | 7.59% | 0.59% |
| Transfers Out | 475,430 | 249,042 | 249,042 | 3,305,150 | 49.97% | 1227.15% |
| Total Non-Operating Expenses | 966,653 | 1,092,057 | 883,563 | 3,807,306 | 57.56% | 248.64% |
| Total Expenses | 2,550,508 | 3,404,860 | 3,102,194 | 6,614,707 | 100.00% | 94.27% |
| Net Change In Working Capital | \$ 234,841 | \$ (331,327) | \$ (227,559) | (3,165,974) | | |
| Projected Working Capital Balance, Beginning | | | | 7,178,134 | | |
| Projected Working Capital Balance, Ending | | | | \$ 4,012,160 | | |
| Minimum Working Capital Balance | | | | \$ 1,653,677 | | |
| Highest Annual Debt Service | | | | 515,697 | | |
| Projected Working Capital in Excess of Minimum | | | | \$ 1,842,786 | | |

Decrease in working capital balance is planned, and results from the use of fund balance for transfer to water/sewer capital projects fund.

Water & Sewer Fund



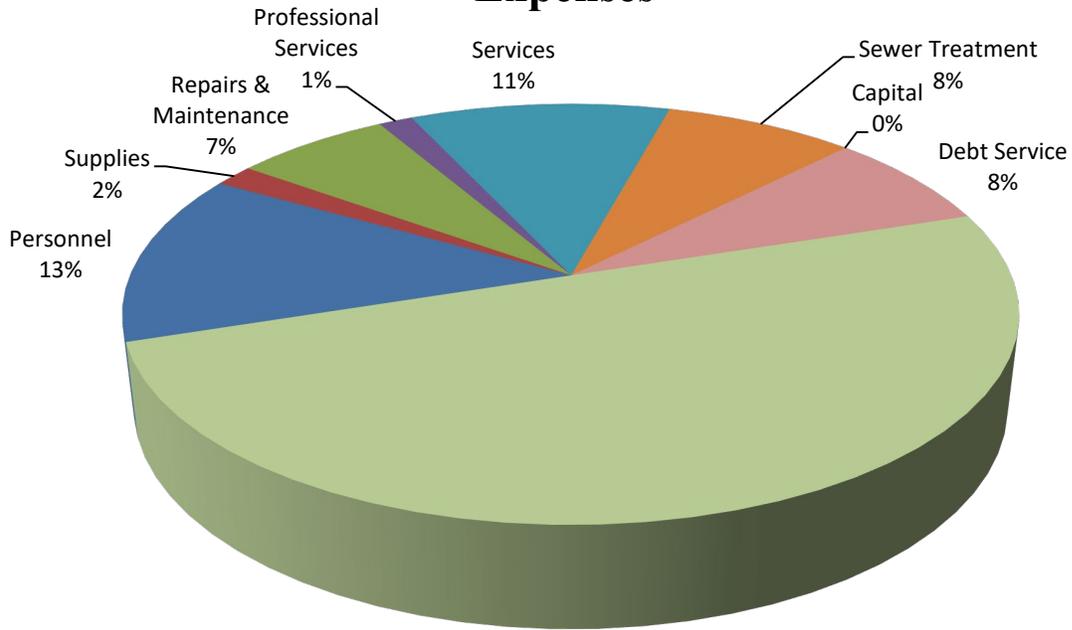
**Revenues by Source
FY 2021 Budget**



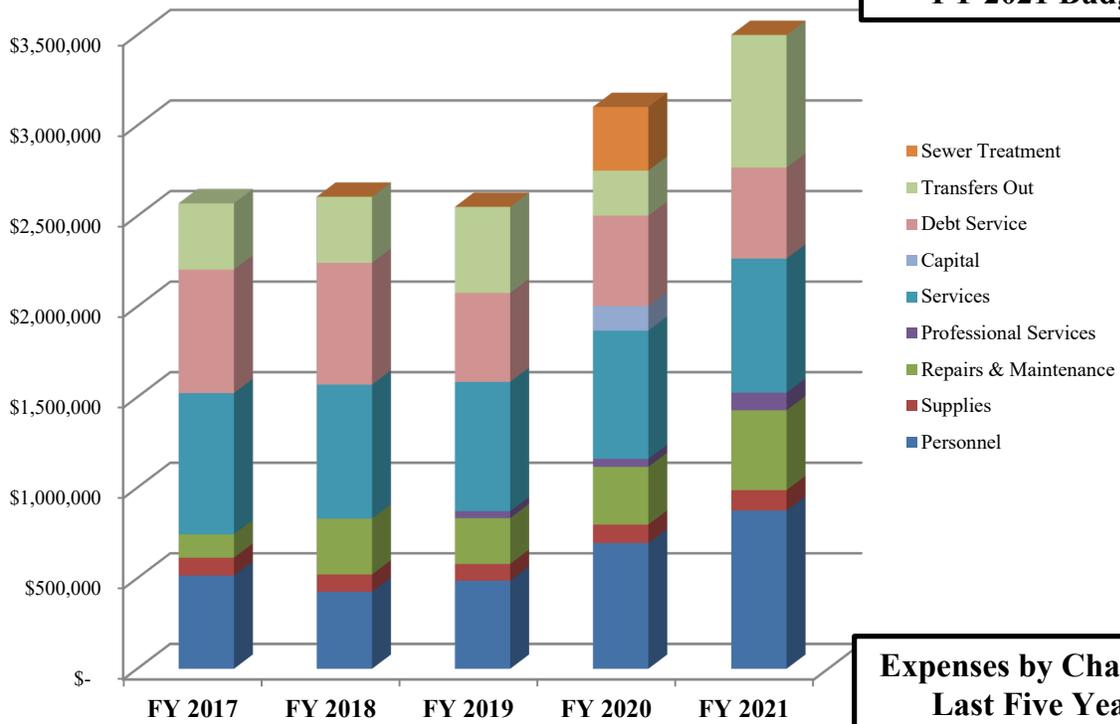
**Revenues by Source
Last Five Years**

Water & Sewer Fund

-Expenses-



**Expenses by Character
FY 2021 Budget**



**Expenses by Character
Last Five Years**

**Annual Budget
FY 2020**

**Water & Sewer Fund
Revenues**

Water & Sewer Fund Revenues

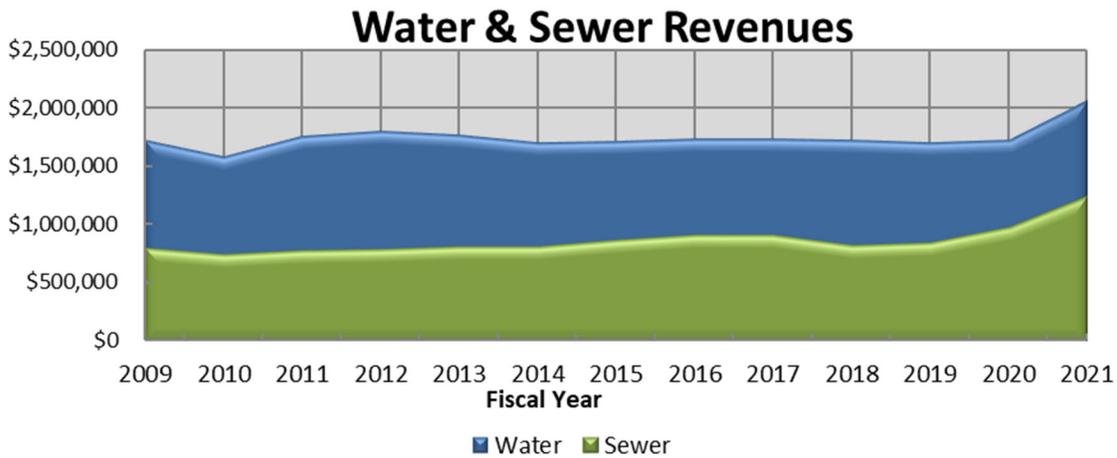
| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2020 Budget |
|-----------------------|--------------------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 20-4431 | Water - Residential | \$ 1,519,366 | \$ 1,661,215 | \$ 1,346,555 | \$ 1,681,196 |
| 20-4432 | Water - Commercial | \$ 181,606 | \$ 125,000 | \$ 376,799 | \$ 384,300 |
| 20-4433 | Sewer Revenue | \$ 837,502 | \$ 1,132,183 | \$ 960,746 | \$ 1,234,767 |
| 20-4434 | Tap Fees | \$ 31,850 | \$ 34,600 | \$ 29,050 | \$ 29,100 |
| 20-4437 | New Service/Transfer Fees | \$ 52,370 | \$ 51,635 | \$ 11,970 | \$ 11,970 |
| 20-4438 | NSF Check Fees | \$ 1,010 | \$ 900 | \$ 1,690 | \$ 800 |
| 20-4439 | Delinquent Penalties | \$ - | \$ - | \$ 57,592 | \$ 58,700 |
| 20-4443 | Recycling Proceeds | \$ - | \$ - | \$ 1,147 | \$ 1,000 |
| | Total Charges for Services | \$ 2,623,704 | \$ 3,005,533 | \$ 2,785,549 | \$ 3,401,833 |
| 20-4611 | Interest Earned | \$ 87,418 | \$ 67,000 | \$ 47,079 | \$ 46,400 |
| | Total Investment Income | \$ 87,418 | \$ 67,000 | \$ 47,079 | \$ 46,400 |
| 20-4711 | Other Income | \$ 1,755 | \$ 1,000 | \$ 1,116 | \$ 500 |
| 20-4712 | Cash Over/Short | \$ 129 | \$ - | \$ 495 | \$ - |
| | Total Other Income | \$ 1,884 | \$ 1,000 | \$ 1,611 | \$ 500 |
| 20-4922 | Insurance Proceeds | \$ 72,343 | \$ - | \$ 40,396 | \$ - |
| | Total Other Financing Sources | \$ 72,343 | \$ - | \$ 40,396 | \$ - |
| | Total Water/Sewer Revenues | \$ 2,785,349 | \$ 3,073,533 | \$ 2,874,635 | \$ 3,448,733 |

- WATER AND SEWER REVENUES - Revenue Assumptions

| | |
|----------------------|--------------------|
| Water Revenue | \$2,065,496 |
| Sewer Revenue | \$1,234,767 |

In FY 2014, the City contracted with an outside firm to perform a water and sewer rate study, using information from Bellmead’s water and sewer customer base. The City implemented the proposed rate increases in FY 2015. The City chose to defer utility rate increases scheduled for FY 2016, FY 2017, FY 2018, and FY 2019. Rates were increased in FY 2020 to the recommended 2018 rates. A \$3.00 increase to the base rates of both water and sewer rates are included projected for FY 2021. Water and sewer rates appear in the reference section of this document.

Water sales hit record highs in FY 2012, due to extremely hot and dry conditions. Conditions were more temperate in FY 2019 resulting in lower water sales. FY 2020 projections reflect lower water sales even though rates were increased due to a wet spring and early summer as well as reduced commercial water sales due to the COVID-19 pandemic.



The above chart shows the elasticity of **water revenues** which are highly dependent on the weather – the hotter and dryer the weather, the more water is consumed. The chart shows a flatter trend for **sewer revenues**, because not all sewer charges are billed on total water consumption. Residential customers are billed for sewer based on their water consumption which is capped at 10,000 gallons. Non-residential customers are billed for sewer service based on 100% of their water consumption.

| | |
|-----------------|-----------------|
| Tap Fees | \$29,100 |
|-----------------|-----------------|

Tap fees are charged to new customers who "tap" into the City's water and sewer systems. This revenue is highly dependent on building and construction activity within the City that is difficult to forecast. The revenue projection is based on trend analysis, taking into account predicted construction levels. FY 2021 budgeted revenues are projected at the FY 2020 level, in anticipation of a leveling of housing activity and due to the uncertainty of the COVID-19

pandemic.

| | |
|----------------------------------|-----------------|
| New Service/Transfer Fees | \$11,970 |
|----------------------------------|-----------------|

New service fees are charged for the connection and transfer of utility accounts. The amount of revenue generated by these fees normally remains stable. FY 2021 revenues are budgeted at the FY 2020 year-end projected levels. In prior years, delinquent penalties were included in the new service/transfer fees account so it is difficult to determine trends for this revenue source.

| | |
|-------------------------|--------------|
| NSF Payment Fees | \$800 |
|-------------------------|--------------|

NSF payment fees are charged to customers for payments that are returned by their financial institution and payment is not issued to the City.

| | |
|-----------------------------|-----------------|
| Delinquent Penalties | \$58,700 |
|-----------------------------|-----------------|

Delinquent penalties include a 10% late penalty assessed on past due utility accounts and a \$25 disconnect fee assessed prior to disconnection for non-payment. FY 2021 budget projections are based on current average monthly delinquent penalties at the time of budget development.

| | |
|---------------------------|----------------|
| Recycling Proceeds | \$1,000 |
|---------------------------|----------------|

Recycling proceeds are generated when the City recycles junk metal that is either generated or found by the City.

| | |
|------------------------|-----------------|
| Interest Income | \$46,400 |
|------------------------|-----------------|

Interest income is projected using a cash flow analysis to estimate investable cash balances. Interest rate trends for the current year are also taken into account in developing the projection. Interest rates are expected to remain low during the coming year. The City will however, invest all idle cash in order to maximize earnings. All of the city's idle cash funds are invested in the depository bank, TexPool, TexStar, TexasClass, money market accounts, or certificates of deposit.



Description

Provides timely billing and collection of City provided water, sewer, and refuse services in a courteous and responsive manner.

- Maintains deposit, billing and payment information for all City utility customers.
- Performs billing of customer utility accounts on a two-cycle per month basis.
- Processes requests for utility service connections, disconnections, and transfers.
- Handles customer inquiries and complaints about utility accounts.
- Includes funding for debt service payments on all Water/Sewer revenue bonded debt.

Accomplishments

- Implemented Tyler online payment portal and IVR system for utility customer convenience.
- Installed chip compliant credit card readers that are PCI compliant to protect the City and customers from credit card fraud.
- Converted to a new credit card processor, eliminated gateway processor, saving the City approximately \$17,000 per year in merchant processing fees.
- Completed audits of both utility billing and water meters, which resulted in numerous cases of water theft being resolved and will continue to ensure proper billing of customers.
- Began working with Public Works to correct commercial meter inventory and set up correctly within accounting system.

Goals

- Continue working with Public Works to correct commercial meter inventory and set up correctly within accounting system.
- Continue to monitor for water theft and fix any issues that may arise.

**Annual Budget
FY 2021**

**Water & Sewer Fund
Finance
Utility Collections**

Expenditure Summary

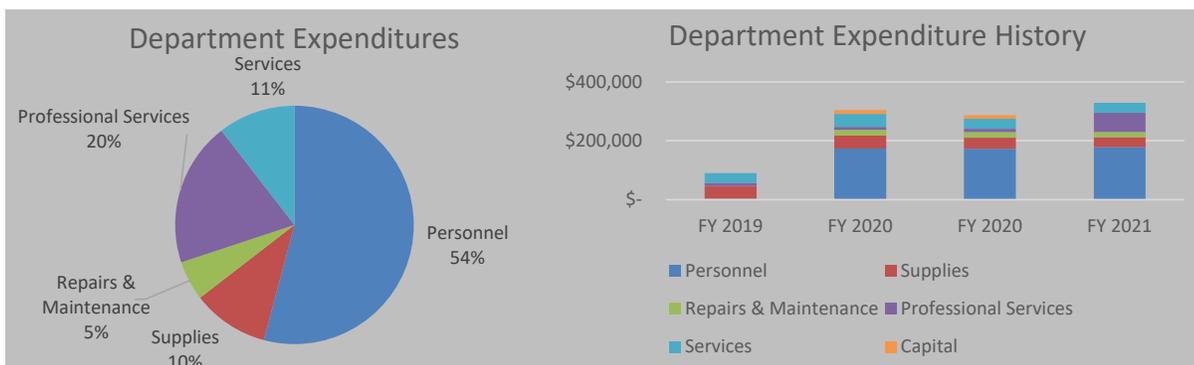
| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|------------------|-------------------|-------------------|-------------------|
| Personnel | \$ 2,749 | \$ 174,219 | \$ 173,215 | \$ 178,241 |
| Supplies | \$ 42,728 | \$ 43,775 | \$ 37,588 | \$ 34,150 |
| Repairs & Maintenance | \$ 220 | \$ 18,943 | \$ 18,943 | \$ 17,729 |
| Professional Services | \$ 11,448 | \$ 10,744 | \$ 10,744 | \$ 64,516 |
| Services | \$ 33,188 | \$ 43,803 | \$ 34,526 | \$ 34,508 |
| Capital | \$ - | \$ 12,500 | \$ 11,567 | \$ - |
| Total | \$ 90,333 | \$ 303,984 | \$ 286,583 | \$ 329,144 |

Performance Measures

| Measurement | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|-----------------------------|----------------|-------------------|----------------|
| Number of Customers | 3,545 | 3,552 | 3,560 |
| ACH Customers | 110 | 160 | 210 |
| Bills Printed Annually | 41,517 | 41,716 | 42,720 |
| Late Notices Generated | 18,259 | 14,475 | 14,823 |
| Disconnects for Non-Payment | 1,507 | 1,226 | 997 |
| Work Orders Processed | 3,676 | 3,570 | 3,600 |

Staffing

| Position | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|---------------------------------|----------------|-------------------|----------------|
| Assistant City Manager/CFO | - | 0.45 | 0.45 |
| Staff Accountant | - | 0.45 | 0.45 |
| Accounting Specialist | - | 0.15 | 0.15 |
| Utility Billing Specialist | - | 0.90 | 0.90 |
| Customer Service Representative | - | 0.85 | 0.85 |
| Total | - | 2.80 | 2.80 |



**Annual Budget
FY 2021**

**Water & Sewer Fund
Finance
Utility Collections**

Finance-Utility Collections

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--|-----------------------|-----------------------|--------------------------|-----------------------|
| 20-5-32-5101 | Salaries-Administrative | \$ 1,039 | \$ 47,270 | \$ 46,152 | \$ 48,551 |
| 20-5-32-5102 | Salaries-Professional | \$ 415 | \$ 22,464 | \$ 18,943 | \$ 19,422 |
| 20-5-32-5104 | Salaries-Operations | \$ 1,295 | \$ 61,752 | \$ 60,951 | \$ 62,310 |
| 20-5-32-5112 | Longevity | \$ - | \$ 434 | \$ 650 | \$ 270 |
| 20-5-32-5113 | Certification/Education Pay | \$ - | \$ - | \$ 2,339 | \$ 3,026 |
| 20-5-32-5114 | Allowances | \$ - | \$ - | \$ 1,890 | \$ 1,890 |
| 20-5-32-5120 | FICA | \$ - | \$ 10,092 | \$ 9,682 | \$ 10,364 |
| 20-5-32-5124 | WC Insurance | \$ - | \$ 328 | \$ 337 | \$ 295 |
| 20-5-32-5130 | TMRS | \$ - | \$ 11,695 | \$ 12,087 | \$ 11,258 |
| 20-5-32-5150 | Group Insurance | \$ - | \$ 20,184 | \$ 20,184 | \$ 20,855 |
| | Total Personnel | \$ 2,749 | \$ 174,219 | \$ 173,215 | \$ 178,241 |
| 20-5-32-5201 | Office Supplies | \$ 8,952 | \$ 8,125 | \$ 8,125 | \$ 4,800 |
| 20-5-32-5203 | Postage | \$ 31,714 | \$ 33,200 | \$ 26,343 | \$ 26,340 |
| 20-5-32-5204 | Clothing Supplies | \$ - | \$ - | \$ 45 | \$ 60 |
| 20-5-32-5210 | Tools & Other Supplies | \$ - | \$ - | \$ 96 | \$ 250 |
| 20-5-32-5215 | Small Equipment | \$ 1,588 | \$ 2,450 | \$ 1,779 | \$ 1,000 |
| 20-5-32-5230 | Employee Testing | \$ 474 | \$ - | \$ 1,200 | \$ 1,700 |
| | Total Supplies | \$ 42,728 | \$ 43,775 | \$ 37,588 | \$ 34,150 |
| 20-5-32-5323 | Computer System Maintenance | \$ 220 | \$ 18,943 | \$ 18,943 | \$ 17,729 |
| | Total Repairs & Maintenance | \$ 220 | \$ 18,943 | \$ 18,943 | \$ 17,729 |
| 20-5-32-5403 | Accounting Services | \$ 11,448 | \$ 4,804 | \$ 4,804 | \$ 10,124 |
| 20-5-32-5406 | Information Technology Services | \$ - | \$ 5,940 | \$ 5,940 | \$ 19,392 |
| 20-5-32-5408 | Consulting Services | \$ - | \$ - | \$ - | \$ 35,000 |
| | Total Professional Services | \$ 11,448 | \$ 10,744 | \$ 10,744 | \$ 64,516 |
| 20-5-32-5502 | Communication Services | \$ 723 | \$ 780 | \$ 785 | \$ 840 |
| 20-5-32-5506 | Merchant Services | \$ 28,668 | \$ 35,000 | \$ 26,000 | \$ 26,000 |
| 20-5-32-5511 | Insurance-General Liability | \$ - | \$ 121 | \$ 84 | \$ 103 |
| 20-5-32-5512 | Insurance-Errors & Omissions | \$ - | \$ 208 | \$ 170 | \$ 195 |
| 20-5-32-5513 | Insurance-Crime/Dishonesty | \$ - | \$ 350 | \$ 343 | \$ 350 |
| 20-5-32-5531 | Equipment Rental | \$ 3,413 | \$ 6,344 | \$ 6,344 | \$ 6,020 |
| 20-5-32-5541 | Training & Travel | \$ 384 | \$ 1,000 | \$ 800 | \$ 1,000 |
| | Total Services | \$ 33,188 | \$ 43,803 | \$ 34,526 | \$ 34,508 |
| 20-5-32-5708 | Computer Equipment | \$ - | \$ 12,500 | \$ 11,567 | \$ - |
| | Total Capital | \$ - | \$ 12,500 | \$ 11,567 | \$ - |
| | Total Finance-Utility Collections | \$ 90,333 | \$ 303,984 | \$ 286,583 | \$ 329,144 |

Description

The Public Works department is comprised of three divisions:

1. Administration
2. Water
3. Sewer

The details of these divisions follow.

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|---------------------|---------------------|---------------------|---------------------|
| Personnel | \$ 483,660 | \$ 547,733 | \$ 520,656 | \$ 669,178 |
| Supplies | \$ 49,435 | \$ 59,180 | \$ 64,308 | \$ 78,540 |
| Repairs & Maintenance | \$ 252,900 | \$ 301,230 | \$ 300,009 | \$ 423,760 |
| Professional Services | \$ 27,190 | \$ 18,000 | \$ 33,410 | \$ 32,009 |
| Services | \$ 680,337 | \$ 665,586 | \$ 673,752 | \$ 706,314 |
| Sewer Treatment | \$ - | \$ 738,967 | \$ 351,480 | \$ 542,356 |
| Capital | \$ - | \$ - | \$ 124,141 | \$ - |
| Total | \$ 1,493,522 | \$ 2,330,696 | \$ 2,067,756 | \$ 2,452,157 |

Staffing

| Position | FY 2019 Number | FY 2020 Number | FY 2021 Number |
|-----------------------------|----------------|----------------|----------------|
| City Manager | - | 0.25 | 0.25 |
| Public Works Director | 1.00 | 0.50 | 0.50 |
| Utilities Superintendent | - | 1.00 | 0.60 |
| Meter Superintendent | 1.00 | - | - |
| Sr Heavy Equipment Operator | - | 0.60 | 0.60 |
| Heavy Equipment Operator | 2.00 | 2.20 | 2.20 |
| Truck Driver | 1.00 | - | - |
| Meter Reader | 2.00 | 2.00 | 2.00 |
| Maintenance Worker | 2.00 | 1.80 | 1.80 |
| Office Assistant | 1.00 | - | - |
| Total | 10.00 | 8.35 | 7.95 |



Description

Provides administrative functions, oversight and support of Water and Sewer departmental operations. Water and Sewer Administration:

- Administers the City's sewer pre-treatment program.
- Administers the City's water conservation program.
- Provides supervision and administrative support for the staff of the Water and Sewer departments.
- Oversight and inspection of City infrastructure projects.

Accomplishments

- Restructured Public Works Department for increased efficiency.
- Designed a plan for large waste cleanup within the City.
- Rehabilitated Meyers, Research, and Concord wells for increased water capacity.
- Began construction on Parrish elevated storage tank to improve City water pressure and to increase capacity.

Goals

- Inventory all City owned water and sewer infrastructure to better allocate repair and maintenance resources.
- Complete the construction of Parrish elevated storage tank to improve City water pressure and to increase capacity.

**Annual Budget
FY 2021**

**Water & Sewer Fund
Public Works
Administration**

Expenditure Summary

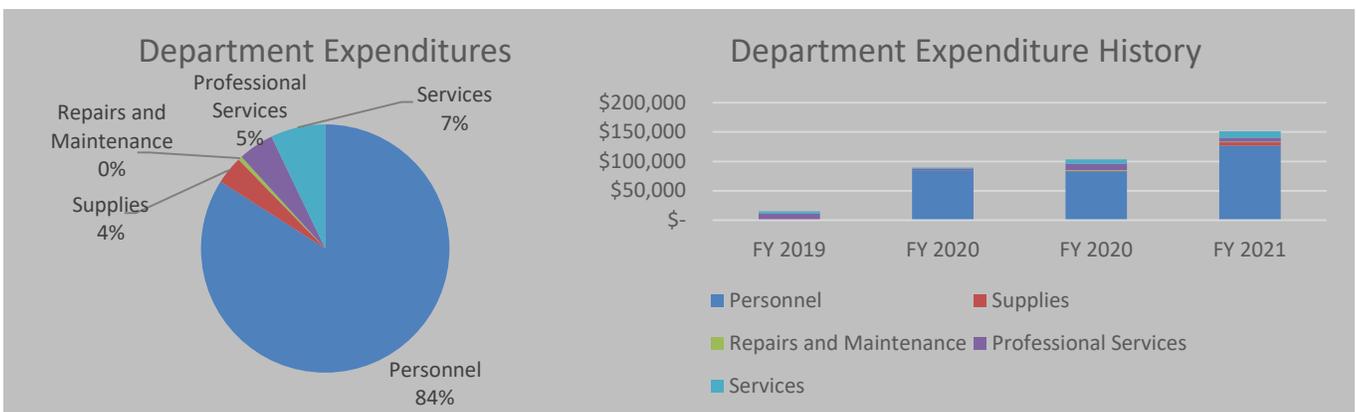
| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-------------------------|------------------|------------------|-------------------|-------------------|
| Personnel | \$ - | \$ 84,239 | \$ 82,946 | \$ 127,039 |
| Supplies | \$ 601 | \$ - | \$ 1,373 | \$ 5,520 |
| Repairs and Maintenance | \$ - | \$ - | \$ 750 | \$ 800 |
| Professional Services | \$ 10,750 | \$ 3,000 | \$ 11,250 | \$ 7,009 |
| Services | \$ 3,602 | \$ 1,968 | \$ 7,053 | \$ 10,769 |
| Total | \$ 14,952 | \$ 89,207 | \$ 103,372 | \$ 151,137 |

Performance Measures

| Measurement | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|----------------------------|----------------|-------------------|----------------|
| Indust. Pre-Treat. Reports | 1 | 1 | 1 |
| Indust. Pre-Treat. Inspec. | 1 | 1 | 1 |
| Sewer Flow | 457,078,000 | 417,666,000 | 430,000,000 |
| Total Water Cons.-Gallons | 411,232,000 | 340,207,000 | 385,000,000 |
| Gallons - Highest Day | 1,442,000 | 954,000 | 1,000,000 |
| Gallons - Average Day | 1,127,000 | 930,000 | 950,000 |

Staffing

| Position | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|----------------|-------------------|----------------|
| City Manager | - | 0.25 | 0.25 |
| Public Works Director | - | 0.50 | 0.50 |
| Total | - | 0.75 | 0.75 |



**Annual Budget
FY 2021**

**Water & Sewer Fund
Public Works
Administration**

Public Works - Administration

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--------------------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 20-5-70-5101 | Salaries-Administrative | \$ - | \$ 66,342 | \$ 65,324 | \$ 83,512 |
| 20-5-70-5103 | Salaries-Supervisory | \$ - | \$ - | \$ - | \$ 10,400 |
| 20-5-70-5112 | Longevity | \$ - | \$ 358 | \$ - | \$ 66 |
| 20-5-70-5113 | Certification/Education Pay | \$ - | \$ - | \$ 520 | \$ 2,527 |
| 20-5-70-5114 | Allowances | \$ - | \$ - | \$ 2,388 | \$ 3,750 |
| 20-5-70-5120 | FICA | \$ - | \$ 5,103 | \$ 5,143 | \$ 7,670 |
| 20-5-70-5124 | WC Insurance | \$ - | \$ 1,117 | \$ 1,153 | \$ 1,712 |
| 20-5-70-5130 | TMRS | \$ - | \$ 5,913 | \$ 3,012 | \$ 8,332 |
| 20-5-70-5150 | Group Insurance | \$ - | \$ 5,406 | \$ 5,406 | \$ 9,070 |
| | Total Personnel | \$ - | \$ 84,239 | \$ 82,946 | \$ 127,039 |
| 20-5-70-5201 | Office Supplies | \$ 377 | \$ - | \$ 1,250 | \$ 1,200 |
| 20-5-70-5204 | Clothing Supplies | \$ - | \$ - | \$ 23 | \$ 100 |
| 20-5-70-5205 | Janitorial Supplies | \$ 224 | \$ - | \$ 100 | \$ 500 |
| 20-5-70-5207 | Fuel | \$ - | \$ - | \$ - | \$ 3,720 |
| | Total Supplies | \$ 601 | \$ - | \$ 1,373 | \$ 5,520 |
| 20-5-70-5322 | Vehicle Maintenance | \$ - | \$ - | \$ 600 | \$ 600 |
| 20-5-70-5323 | Computer System Maintenance | \$ - | \$ - | \$ 150 | \$ 200 |
| | Total Repairs and Maintenance | \$ - | \$ - | \$ 750 | \$ 800 |
| 20-5-70-5404 | Legal Services | \$ - | \$ - | \$ 150 | \$ - |
| 20-5-70-5406 | Information Technology Services | \$ - | \$ 3,000 | \$ 3,000 | \$ 7,009 |
| 20-5-70-5408 | Consulting Services | \$ 10,750 | \$ - | \$ 8,100 | \$ - |
| | Total Professional Services | \$ 10,750 | \$ 3,000 | \$ 11,250 | \$ 7,009 |
| 20-5-70-5501 | Electricity Services | \$ - | \$ - | \$ - | \$ 3,121 |
| 20-5-70-5502 | Communication Services | \$ - | \$ - | \$ 2,575 | \$ 2,640 |
| 20-5-70-5504 | Internet Services | \$ 2,009 | \$ - | \$ 2,910 | \$ 2,940 |
| 20-5-70-5531 | Equipment Rental | \$ 1,593 | \$ 1,968 | \$ 1,568 | \$ 2,068 |
| | Total Services | \$ 3,602 | \$ 1,968 | \$ 7,053 | \$ 10,769 |
| | Total Public Works - Admin | \$ 14,952 | \$ 89,207 | \$ 103,372 | \$ 151,137 |



Description

Provides a safe and adequate potable water supply and distribution system which meets or exceeds the standards for a “superior” water system for the domestic, industrial and fire protection needs of the City’s customers in a manner that conserves and best utilizes crucial water resources. The Public Works Water Department:

- Maintains the City’s water distribution system, to include mains, lines, booster pumps, storage facilities, fire hydrants, and water meters.
- Maintains and installs fire hydrants, valves and other fittings as required.
- Makes service taps and installs new services.
- Constructs new and replacement water mains and service lines.
- Provides timely repair of water leaks to minimize impairment of service to customers and minimize the loss of water.
- Performs new customer connections, transfer of services, cutoffs and reconnections.
- Reads all City water meters on a monthly basis.

Accomplishments

- Replaced old water meters with newer, more accurate meters to reduce water loss in both residential and commercial properties.
- Conducted water meter training for meter readers and other City staff with the help of Core & Main.

Goals

- Continue to actively monitor the water system, repairing and replacing parts as needed.
- Complete the construction of the Parrish elevated storage tank to improve City water pressure, and to increase capacity.

**Annual Budget
FY 2021**

**Water & Sewer Fund
Public Works
Water**

Expenditure Summary

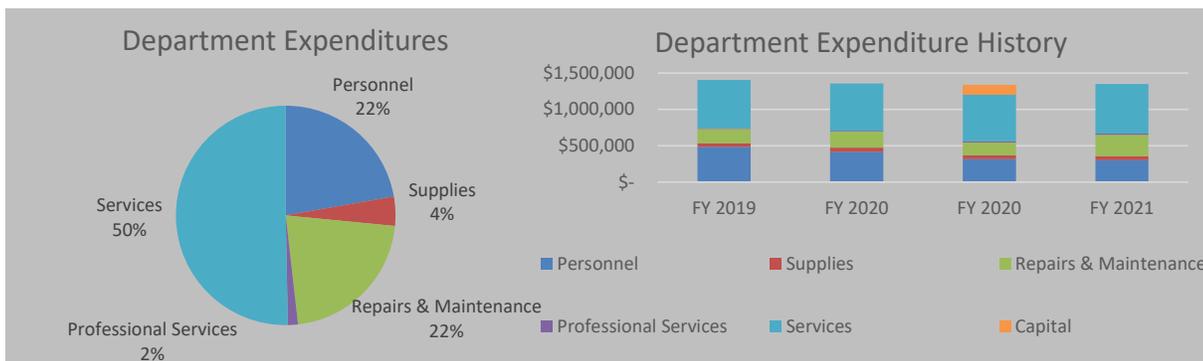
| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|---------------------|---------------------|---------------------|---------------------|
| Personnel | \$ 483,660 | \$ 415,182 | \$ 315,149 | \$ 300,176 |
| Supplies | \$ 48,834 | \$ 59,180 | \$ 51,090 | \$ 57,980 |
| Repairs & Maintenance | \$ 198,210 | \$ 222,390 | \$ 178,290 | \$ 292,460 |
| Professional Services | \$ 13,107 | \$ 9,000 | \$ 18,660 | \$ 20,000 |
| Services | \$ 661,550 | \$ 649,395 | \$ 650,143 | \$ 678,951 |
| Capital | \$ - | \$ - | \$ 124,141 | \$ - |
| Total | \$ 1,405,361 | \$ 1,355,147 | \$ 1,337,473 | \$ 1,349,567 |

Performance Measures

| Measurement | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|-----------------------------|----------------|-------------------|----------------|
| Main Line Leaks Repaired | 100 | 100 | 100 |
| Water Samples Taken | 2,100 | 2,236 | 2,160 |
| Well Inspections | 1,780 | 1,780 | 1,780 |
| Meter Exchanges | 61 | 200 | 2,000 |
| New Connections | 10 | 15 | 15 |
| # of Fire Hydrants Replaced | 3 | 3 | 4 |

Staffing

| Position | FY 2019 Number | FY 2020 Number | FY 2021 Number |
|-----------------------------|----------------|----------------|----------------|
| Public Works Director | 1.00 | - | - |
| Utilities Superintendent | - | 1.00 | 0.60 |
| Meter Superintendent | 1.00 | - | - |
| Sr Heavy Equipment Operator | - | 0.60 | 0.60 |
| Heavy Equipment Operator | 2.00 | 1.20 | 1.20 |
| Truck Driver | 1.00 | - | - |
| Meter Reader | 2.00 | 2.00 | 2.00 |
| Maintenance Worker | 2.00 | 1.80 | 1.80 |
| Office Assistant | 1.00 | - | - |
| Total | 10.00 | 6.60 | 6.20 |



Annual Budget
FY 2021

Water & Sewer Fund
Public Works
Water

Public Works - Water

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--|-------------------|-------------------|-------------------|-------------------|
| 20-5-75-5103 | Salaries-Supervisory | \$ 1,780 | \$ 80,683 | \$ 77,322 | \$ 51,543 |
| 20-5-75-5104 | Salaries-Operations | \$ 329,945 | \$ 204,464 | \$ 130,260 | \$ 154,079 |
| 20-5-75-5109 | Contract Labor | \$ 7,064 | \$ - | \$ 2,841 | \$ - |
| 20-5-75-5110 | Overtime | \$ 16,669 | \$ 7,764 | \$ 5,956 | \$ 6,169 |
| 20-5-75-5112 | Longevity | \$ 1,765 | \$ 555 | \$ 555 | \$ 507 |
| 20-5-75-5113 | Certification/Education Pay | \$ - | \$ - | \$ 2,600 | \$ 2,272 |
| 20-5-75-5120 | FICA | \$ 27,457 | \$ 22,450 | \$ 17,630 | \$ 16,415 |
| 20-5-75-5124 | Workers' Comp Insurance | \$ 7,680 | \$ 8,374 | \$ 6,822 | \$ 5,249 |
| 20-5-75-5130 | TMRS | \$ 41,458 | \$ 26,016 | \$ 20,704 | \$ 17,831 |
| 20-5-75-5150 | Group Insurance | \$ 49,842 | \$ 64,876 | \$ 50,459 | \$ 46,111 |
| | Total Personnel | \$483,660 | \$415,182 | \$315,149 | \$300,176 |
| 20-5-75-5201 | Office Supplies | \$ - | \$ 1,000 | \$ - | \$ - |
| 20-5-75-5204 | Clothing Supplies | \$ 6,550 | \$ 6,200 | \$ 6,200 | \$ 6,600 |
| 20-5-75-5207 | Fuel | \$ 26,649 | \$ 24,480 | \$ 16,890 | \$ 18,580 |
| 20-5-75-5210 | Tools & Other Supplies | \$ 1,750 | \$ 1,000 | \$ 2,000 | \$ 2,000 |
| 20-5-75-5213 | Chemical Supplies | \$ 10,731 | \$ 23,000 | \$ 23,000 | \$ 25,000 |
| 20-5-75-5215 | Small Equipment | \$ 3,154 | \$ 3,500 | \$ 3,000 | \$ 5,800 |
| | Total Supplies | \$ 48,834 | \$ 59,180 | \$ 51,090 | \$ 57,980 |
| 20-5-75-5301 | Building Maintenance | \$ 2,768 | \$ - | \$ - | \$ - |
| 20-5-75-5321 | Machinery & Equip Maint | \$ 3,061 | \$ 6,000 | \$ 11,000 | \$ 11,000 |
| 20-5-75-5322 | Vehicle Maintenance | \$ 2,730 | \$ 4,000 | \$ 8,100 | \$ 8,100 |
| 20-5-75-5323 | Computer System Maintenance | \$ 15,865 | \$ 1,810 | \$ 9,810 | \$ 18,360 |
| 20-5-75-5340 | Water Line Maintenance | \$ 35,213 | \$ 60,000 | \$ 45,900 | \$ 50,000 |
| 20-5-75-5342 | Water Well Maintenance | \$ 109,801 | \$ 125,000 | \$ 75,000 | \$ 110,000 |
| 20-5-75-5343 | Water Meters | \$ 28,773 | \$ 5,000 | \$ 23,480 | \$ 75,000 |
| 20-5-75-5344 | Fire Hydrant Maintenance | | \$ 20,580 | \$ 5,000 | \$ 20,000 |
| | Total Repairs & Maintenance | \$ 198,210 | \$ 222,390 | \$ 178,290 | \$ 292,460 |
| 20-5-75-5402 | Engineering Services | | \$ 6,000 | \$ 2,500 | \$ 5,000 |
| 20-5-75-5403 | Accounting Services | \$ - | \$ - | \$ 160 | \$ - |
| 20-5-75-5404 | Legal Services | \$ 338 | \$ - | \$ 1,000 | \$ - |
| 20-5-75-5440 | Water Samples | \$ 12,769 | \$ 3,000 | \$ 15,000 | \$ 15,000 |
| | Professional Services | \$ 13,107 | \$ 9,000 | \$ 18,660 | \$ 20,000 |

**Annual Budget
FY 2021**

**Water & Sewer Fund
Public Works
Water**

Public Works - Water Continued

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|-----------------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 20-5-75-5501 | Electric Services | \$ 221,200 | \$ 225,794 | \$ 230,705 | \$ 230,300 |
| 20-5-75-5502 | Communication Services | \$ 6,906 | \$ 5,520 | \$ 6,521 | \$ 6,480 |
| 20-5-75-5504 | Internet Services | \$ - | \$ 2,700 | \$ - | \$ - |
| 20-5-75-5511 | Insurance-General Liability | \$ 56,327 | \$ 2,240 | \$ 2,196 | \$ 1,944 |
| 20-5-75-5512 | Insurance-Errors & Omissions | \$ - | \$ 3,830 | \$ 3,754 | \$ 3,672 |
| 20-5-75-5515 | Insurance-Auto | \$ - | \$ 6,437 | \$ 6,624 | \$ 5,594 |
| 20-5-75-5516 | Insurance - Rolling Stock | \$ - | \$ 1,164 | \$ - | \$ 1,177 |
| 20-5-75-5517 | Insurance-Property | \$ - | \$ 15,410 | \$ 15,166 | \$ 15,476 |
| 20-5-75-5522 | Public Notices | \$ 644 | \$ - | \$ - | \$ - |
| 20-5-75-5541 | Training & Travel | \$ 1,531 | \$ 1,300 | \$ 3,300 | \$ 2,500 |
| 20-5-75-5542 | Dues/Memberships | \$ 1,072 | \$ 1,600 | \$ 1,600 | \$ 2,000 |
| 20-5-75-5580 | Water System Fees | \$ 8,774 | \$ 10,000 | \$ 8,764 | \$ 10,000 |
| 20-5-75-5581 | Raw Water | \$ 16,440 | \$ 26,000 | \$ 26,000 | \$ 28,000 |
| 20-5-75-5582 | Water Purchases-Fixed Charges | \$ 348,656 | \$ 347,400 | \$ 345,513 | \$ 371,808 |
| | Total Services | \$ 661,550 | \$ 649,395 | \$ 650,143 | \$ 678,951 |
| 20-5-75-5703 | Water Wells | \$ - | \$ - | \$ 124,141 | \$ - |
| | Total Capital | \$ - | \$ - | \$ 124,141 | \$ - |
| | Total Public Works - Water | \$1,405,361 | \$1,355,147 | \$1,337,473 | \$1,349,567 |

Description

Provides an efficient sewage system to protect the public health, safety and water quality of the community. Also, provides for the operation and maintenance of the lift stations which are a vital element of the sewer collection system. The Sewer Department:

- Maintains the City's sewer collection system, to include mains, manholes and clean-outs.
- Installs and repairs sewer taps as needed.
- Replaces deteriorated sections of mains and service lines.
- Maintains and repairs lift stations.
- Inspects and monitors the operational status of the lift stations.

Accomplishments

- Completed crucial repairs to Highway 84 Lift Station to create a more reliable sewage system.
- Improved Lucky Branch Interceptor designs to reduce costs and increase capability for City growth.
- Revised the City's sewer policy for sewer back-ups to reduce sewage system downtime and standardize clearing procedures.
- Designed and implemented septic tank ordinances to ensure proper installation and use of septic tanks.

Goals

- Obtain competitive bids for the construction of Lucky Branch Sewer Interceptor to increase sewage capacity and promote economic development.

**Annual Budget
FY 2021**

**Water & Sewer Fund
Public Works
Sewer**

Expenditure Summary

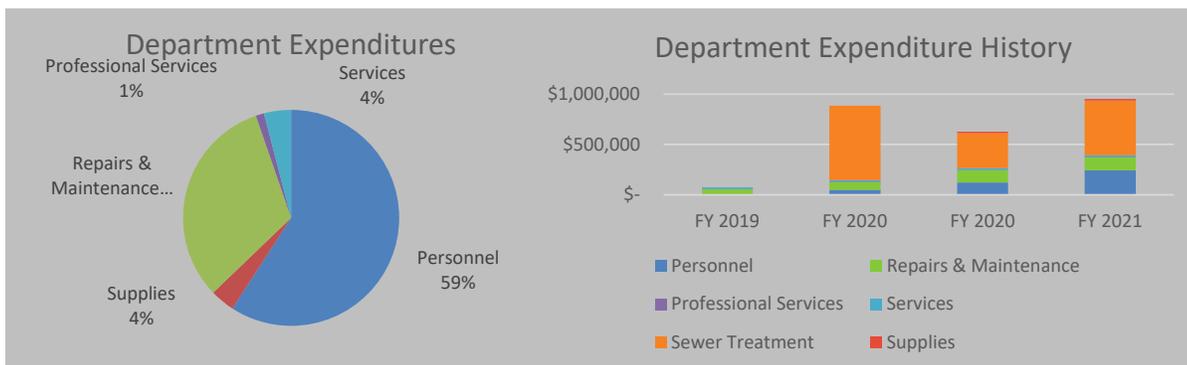
| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|------------------|-------------------|-------------------|-------------------|
| Personnel | \$ - | \$ 48,312 | \$ 122,561 | \$ 241,963 |
| Supplies | \$ - | \$ - | \$ 11,845 | \$ 15,040 |
| Repairs & Maintenance | \$ 54,690 | \$ 78,840 | \$ 120,969 | \$ 130,500 |
| Professional Services | \$ 3,333 | \$ 6,000 | \$ 3,500 | \$ 5,000 |
| Services | \$ 15,185 | \$ 14,223 | \$ 16,556 | \$ 16,594 |
| Sewer Treatment | \$ - | \$ 738,967 | \$ 351,480 | \$ 542,356 |
| Total | \$ 73,208 | \$ 886,342 | \$ 626,911 | \$ 951,453 |

Performance Measures

| Measurement | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|---------------------------|----------------|-------------------|----------------|
| Feet of line rodded | 38,000 | 40,000 | 40,500 |
| Sewer stoppages removed | 530 | 530 | 530 |
| Major trunkline repairs | 15 | 20 | 20 |
| Lift stations maintained | 9 | 8 | 8 |
| Lift stations inspections | 3,285 | 2,920 | 2,920 |
| LF Cleaned-Ongoing | 4,950 | 5,050 | 5,150 |
| Manholes Cleaned | 38 | 30 | 32 |
| Service Taps Made | 10 | 15 | 15 |

Staffing

| Position | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|-----------------------------|----------------|-------------------|----------------|
| Utilities Superintendent | - | - | 0.40 |
| Sr Heavy Equipment Operator | - | 0.40 | 0.40 |
| Heavy Equipment Operator | - | 0.80 | 0.80 |
| Lift Station Mechanic | - | 1.00 | 1.00 |
| Maintenance Worker | - | 1.20 | 1.20 |
| Total | - | 3.40 | 3.80 |



**Annual Budget
FY 2021**

**Water & Sewer Fund
Public Works
Sewer**

Public Works - Sewer

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--|---------------------|---------------------|---------------------|---------------------|
| 20-5-76-5103 | Salaries-Supervisory | \$ - | \$ - | \$ 20,116 | \$ 41,850 |
| 20-5-76-5104 | Salaries-Operations | \$ - | \$ 33,051 | \$ 59,699 | \$ 125,624 |
| 20-5-76-5110 | Overtime | \$ - | \$ 992 | \$ 2,800 | \$ 3,769 |
| 20-5-76-5112 | Longevity | \$ - | \$ 655 | \$ 655 | \$ 1,053 |
| 20-5-76-5113 | Certification/Education Pay | \$ - | \$ - | \$ 343 | \$ 748 |
| 20-5-76-5120 | FICA | \$ - | \$ 2,655 | \$ 6,706 | \$ 13,238 |
| 20-5-76-5124 | WC Insurance | \$ - | \$ 675 | \$ 2,609 | \$ 4,115 |
| 20-5-76-5130 | TMRS | \$ - | \$ 3,076 | \$ 8,009 | \$ 14,380 |
| 20-5-76-5150 | Group Insurance | \$ - | \$ 7,208 | \$ 21,625 | \$ 37,186 |
| | Total Personnel | \$ - | \$ 48,312 | \$ 122,561 | \$ 241,963 |
| 20-5-76-5207 | Fuel | \$ - | \$ - | \$ 10,545 | \$ 11,590 |
| 20-5-76-5210 | Tools and Other Supplies | \$ - | \$ - | \$ 550 | \$ 600 |
| 20-5-76-5213 | Chemical Supplies | \$ - | \$ - | \$ 750 | \$ 750 |
| 20-5-76-5215 | Small Equipment | \$ - | \$ - | \$ - | \$ 2,100 |
| | Total Supplies | \$ - | \$ - | \$ 11,845 | \$ 15,040 |
| 20-5-76-5321 | Machinery & Equipment Maintenance | \$ 2,525 | \$ - | \$ 4,625 | \$ 4,000 |
| 20-5-76-5322 | Vehicle Maintenance | \$ 813 | \$ - | \$ 6,344 | \$ 6,500 |
| 20-5-76-5330 | Sewer Line Maintenance | \$ 42,140 | \$ 63,840 | \$ 80,000 | \$ 90,000 |
| 20-5-76-5335 | Lift Station Maintenance | \$ 9,212 | \$ 15,000 | \$ 30,000 | \$ 30,000 |
| | Total Repairs & Maintenance | \$ 54,690 | \$ 78,840 | \$ 120,969 | \$ 130,500 |
| 20-5-76-5402 | Engineering Services | \$ 3,333 | \$ 6,000 | \$ 3,500 | \$ 5,000 |
| | Total Professional Services | \$ 3,333 | \$ 6,000 | \$ 3,500 | \$ 5,000 |
| 20-5-76-5501 | Electric Services | \$ 14,355 | \$ 12,369 | \$ 14,357 | \$ 14,300 |
| 20-5-76-5511 | Insurance-General Liability | \$ - | \$ 61 | \$ 42 | \$ 52 |
| 20-5-76-5512 | Insurance-Errors & Omissions | \$ - | \$ 104 | \$ 85 | \$ 98 |
| 20-5-76-5515 | Insurance-Auto | \$ - | \$ 1,365 | \$ 1,292 | \$ 1,318 |
| 20-5-76-5517 | Insurance-Property | \$ - | \$ 324 | \$ 319 | \$ 326 |
| 20-5-76-5522 | Legal Notices | \$ 830 | \$ - | \$ - | \$ - |
| 20-5-76-5542 | Dues/Memberships | \$ - | \$ - | \$ 461 | \$ 500 |
| | Total Services | \$ 15,185 | \$ 14,223 | \$ 16,556 | \$ 16,594 |
| 20-5-76-5580 | Sewer Treatment--O&M | \$ - | \$ 371,160 | \$ 315,000 | \$ 433,000 |
| 20-5-76-5581 | Sewer Treatment-Fixed Costs | \$ - | \$ 36,480 | \$ 36,480 | \$ 109,356 |
| 20-5-76-5583 | Sewer Treatment-Capital | \$ - | \$ 331,327 | \$ - | \$ - |
| | Total Sewer Treatment | \$ - | \$ 738,967 | \$ 351,480 | \$ 542,356 |
| | Total Public Works - Sewer | \$ 73,208 | \$ 886,342 | \$ 626,911 | \$ 951,453 |
| | Total Public Works | \$ 1,493,522 | \$ 2,330,696 | \$ 2,067,756 | \$ 2,452,157 |

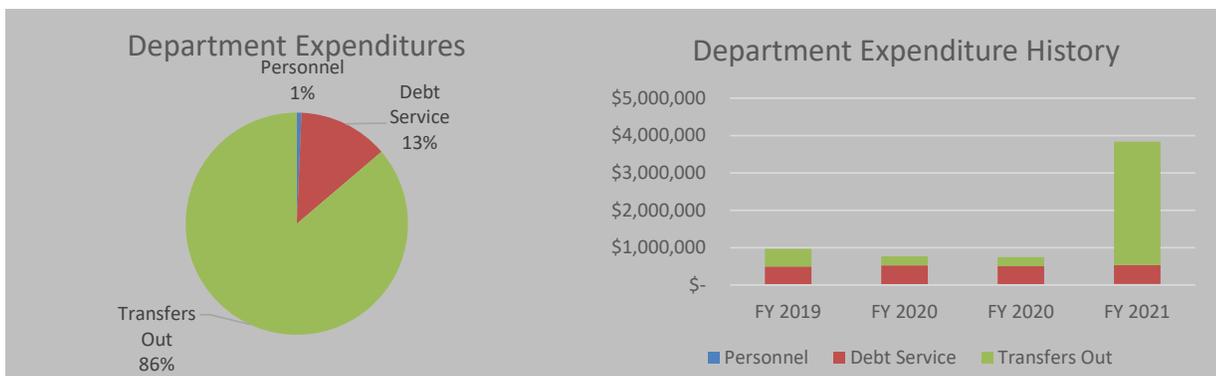


**Annual Budget
FY 2021**

**Water & Sewer Fund
Other Costs**

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|------------------|------------------|-------------------|--------------------|
| Personnel | \$ - | \$ 21,950 | \$ - | \$ 26,100 |
| Debt Service | \$ 491,223 | \$ 499,188 | \$ 498,813 | \$ 502,156 |
| Transfers Out | \$ 475,430 | \$ 249,042 | \$ 249,042 | \$ 3,305,150 |
| Total | \$966,653 | \$770,180 | \$747,855 | \$3,833,406 |



**Annual Budget
FY 2021**

**Water & Sewer Fund
Other Costs**

Other Costs

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|----------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 20-5-90-5160 | Pay Plan Costs | \$ - | \$ 21,950.00 | \$ - | \$ 26,100.00 |
| | Total Personnel | \$ - | \$ 21,950.00 | \$ - | \$ 26,100.00 |
| 20-5-90-5601 | Principal Payments | \$ 315,000 | \$ 320,000 | \$ 320,000 | \$ 330,000 |
| 20-5-90-5611 | Bond Interest Expense | \$ 172,265 | \$ 174,688 | \$ 174,688 | \$ 167,906 |
| 20-5-90-5621 | Fiscal Charges | \$ 623 | \$ 1,000 | \$ 625 | \$ 750 |
| 20-5-90-5631 | Arbitrage | \$ 3,335 | \$ 3,500 | \$ 3,500 | \$ 3,500 |
| | Total Debt Service | \$ 491,223 | \$ 499,188 | \$ 498,813 | \$ 502,156 |
| 20-5-90-5910 | Transfer to General Fund | \$ 365,430 | \$ 249,042 | \$ 249,042 | \$ 205,150 |
| 20-5-90-5922 | Transfer to Fund 22 | \$ - | \$ - | \$ - | \$ 3,100,000 |
| 20-5-90-5999 | Transfer Out | \$ 110,000 | \$ - | \$ - | \$ - |
| | Total Transfers Out | \$ 475,430 | \$ 249,042 | \$ 249,042 | \$ 3,305,150 |
| | Total Other | \$ 966,653 | \$ 770,180 | \$ 747,855 | \$ 3,833,406 |



STREET MAINTENANCE FUND



The Street Maintenance Fund is used to account for the ¼% street maintenance sales tax that was approved by voters and became effective July 1, 2010. The street maintenance sales tax may only be used for repair and maintenance of existing streets at the date the tax was adopted and must be reauthorized by voters every 4 years to remain in effect. The current street maintenance tax expires on April 1, 2022.

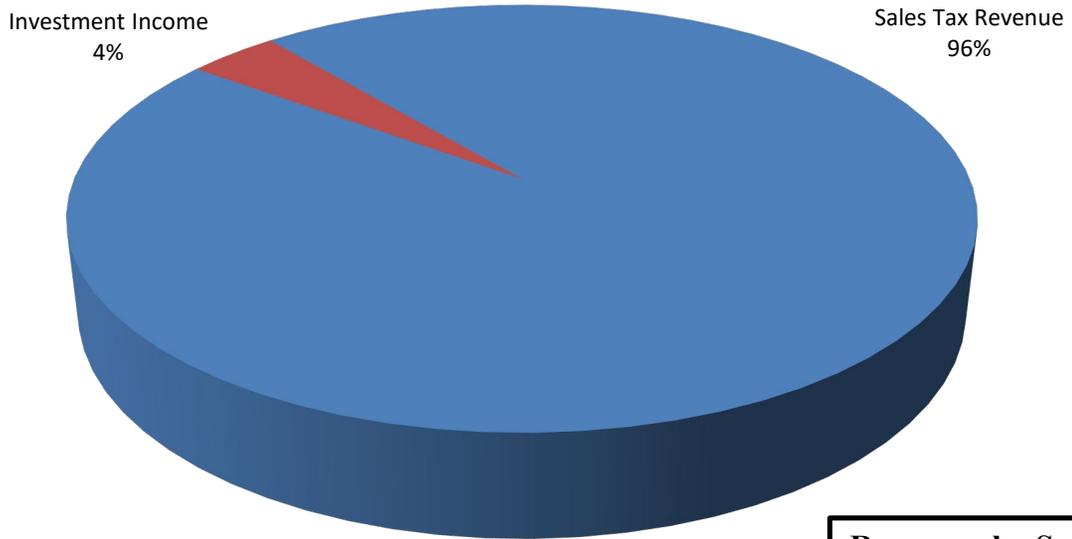


**Street Maintenance Fund
Budget Summary
FY 2021**

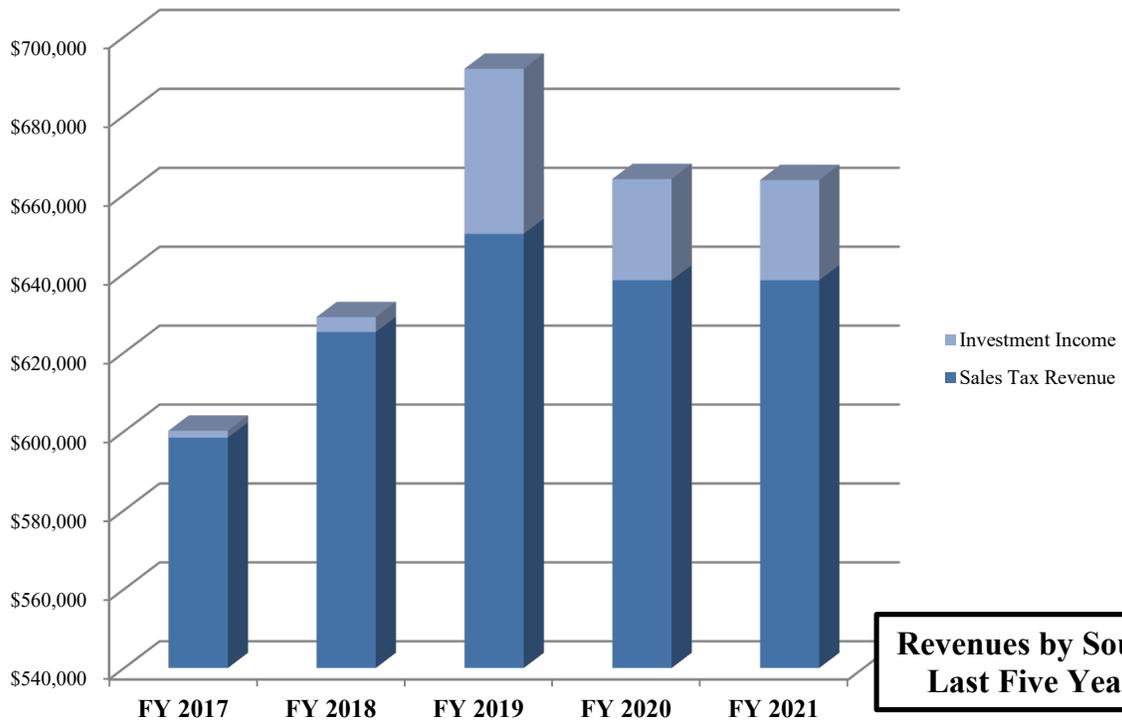
| | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget | Percent of Budget | % Change from FY 2020 Budget |
|--|---------------------------|---------------------------|------------------------------|---------------------------|------------------------------|---|
| Revenues | | | | | | |
| Sales Tax Revenue | \$ 650,045 | \$ 657,175 | \$ 638,275 | \$ 638,275 | 96.17% | -2.88% |
| Investment Income | 41,837 | 14,292 | 25,670 | 25,414 | 3.83% | 77.82% |
| Total Revenues | 691,882 | 671,467 | 663,945 | 663,689 | 100.00% | -1.16% |
| Operating Expenditures | | | | | | |
| Personnel | 19,387 | 344,765 | 294,114 | 342,582 | 51.62% | -0.63% |
| Supplies | 18,639 | 26,865 | 27,190 | 24,640 | 3.71% | -8.28% |
| Repairs & Maintenance | 37,503 | 66,800 | 70,200 | 119,865 | 18.06% | 79.44% |
| Professional Services | 10,582 | 124,000 | 119,710 | 120,225 | 18.11% | -3.04% |
| Services | 2,186 | 20,769 | 24,025 | 24,377 | 3.67% | 17.37% |
| Total Operating Expenditures | 88,297 | 583,199 | 535,239 | 631,689 | 95.17% | 8.31% |
| Non-Operating Expenditures | | | | | | |
| Capital | - | 956,453 | 24,550 | 32,000 | 4.83% | -96.65% |
| Transfers Out | 25,000 | - | - | - | 0.00% | NA |
| Total Non-Operating Expenditures | 25,000 | 956,453 | 24,550 | 32,000 | 4.83% | -96.65% |
| Total Expenditures | 113,297 | 1,539,652 | 559,789 | 663,689 | 100.00% | -56.89% |
| Net Change In Fund Balance | \$ 578,585 | \$ (868,185) | \$ 104,156 | - | | |
| Projected Fund Balance, Beginning | | | | 3,160,599 | | |
| Projected Fund Balance, Ending | | | | \$ 3,160,599 | | |
| Minimum Fund Balance | | | | \$ 157,922 | | |
| Projected Fund Balance in Excess of Minimum | | | | \$ 3,002,677 | | |

Street Maintenance Fund

-Revenues-



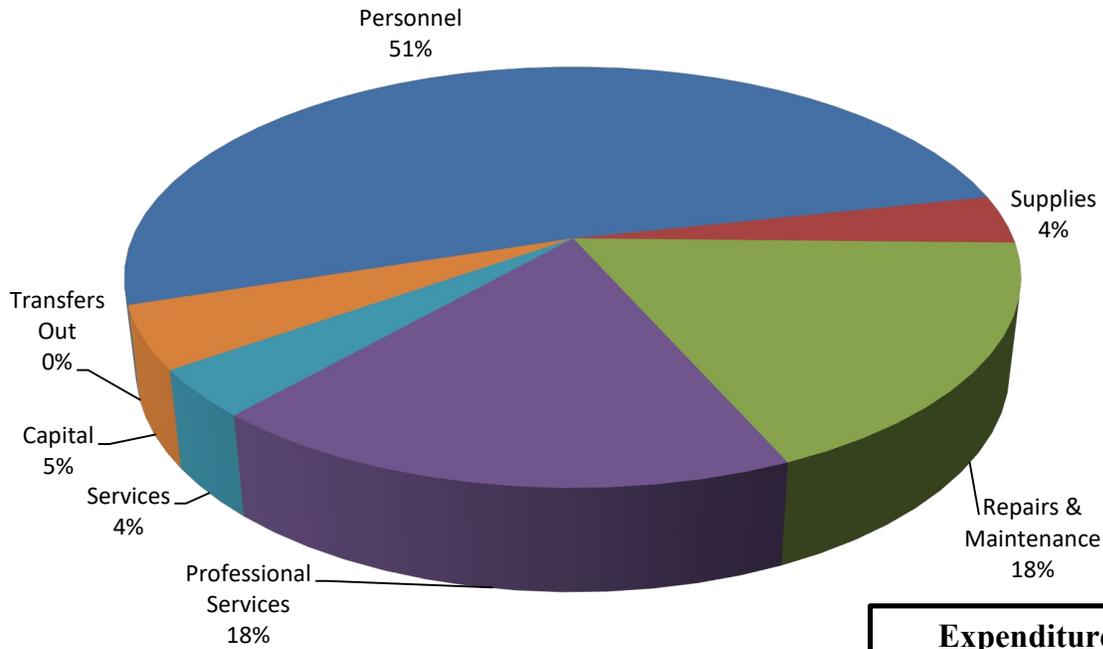
**Revenues by Source
FY 2021 Budget**



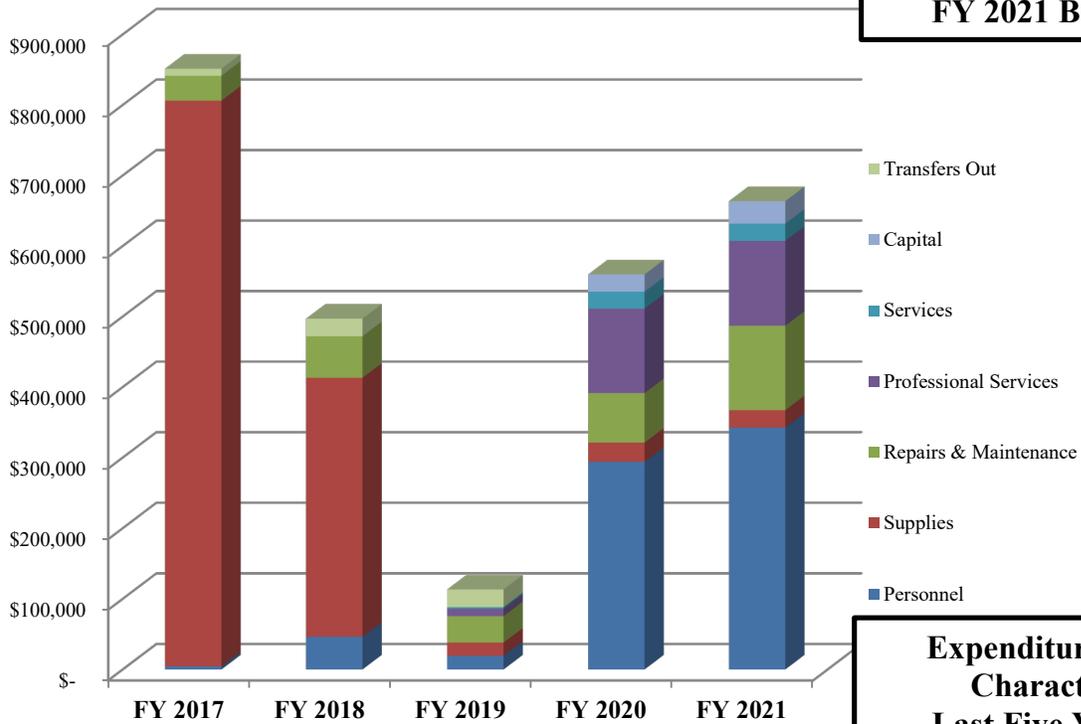
**Revenues by Source
Last Five Years**

Street Maintenance Fund

-Expenditures-



**Expenditures by Character
FY 2021 Budget**



**Expenditures by Character
Last Five Years**

Street Maintenance Fund Revenues

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--------------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 70-4121 | Sales Tax Revenue | \$ 650,045 | \$ 657,175 | \$ 638,275 | \$ 638,275 |
| | Total Taxes | \$ 650,045 | \$ 657,175 | \$ 638,275 | \$ 638,275 |
| 70-5611 | Interest | \$ 41,837 | \$ 14,292 | \$ 25,670 | \$ 25,414 |
| | Total Investment Income | \$ 41,837 | \$ 14,292 | \$ 25,670 | \$ 25,414 |
| | | | | | |
| | Total Revenues | \$ 691,882 | \$ 671,467 | \$ 663,945 | \$ 663,689 |

Revenue Assumptions:

Sales Tax:

The Street Maintenance Fund was created in 2011 to account for the 1/4% street maintenance sales tax that was approved by voters and became effective July 1, 2010. This additional sales tax may only be used for repair and maintenance of existing streets at the date the tax was adopted. The street maintenance tax must be reauthorized by voters every 4 years to remain in effect.

FY 2021 sales tax revenues were projected at the FY 2020 level due to the uncertainty of the I-35 construction impact and the COVID-19 pandemic. This budgeted amount reflects the same growth projection as in General Fund sales tax revenue.

Interest Income:

All of the Street Maintenance Fund's idle, investable cash is invested in the depository bank, TexPool, Texas Class, or TexStar. The projected revenue for FY 2021 was developed with a roll forward of the monthly cash balance and slightly less than current market rates of return.



Description

Provides and maintains a transportation system of streets, alleys, and sidewalks for safe and efficient vehicular and pedestrian traffic. The Streets Department:

- Repairs potholes and patches utility cuts.
- Repairs streets for damage caused by water line breaks and failure of road base material.
- Prepares street driving surfaces for annual seal coating program.
- Reconstructs streets to upgrade driving surface and drainage.
- Performs annual crack sealing of streets to prevent water damage.
- Installs and maintains paving markers.
- Responds to emergency conditions by barricading, sandbagging, and clearing debris.
- Performs sanding of streets during icing conditions.
- Mows rights-of-way and maintains street and alley shoulders.
- Installs and maintains street name signs.

Accomplishments

- Updated street inventory and completed City-wide street condition assessment to better allocate maintenance and repair resources.
- Monitored and updated stormwater management requirements, adjusting streets and drainage pipes as needed to increase drainage capacity.
- Improved the durability of the streets with crack sealing maintenance, sealing over two miles of City streets.
- Acquired new asphalt patcher to continue to maintain the City's streets.

Goals

- Develop and implement a 5-year road maintenance plan in efforts to better infrastructure quality.
- Oversee, inspect, and assist with the rehabilitation of Williams Road.
- Develop a City-wide crack sealing maintenance program to increase City streets durability.
- Continue to develop and train employees in construction and preventive maintenance techniques so they can better serve citizens.
- Protect power lines and prevent road closures by designing and implementing a tree trimming policy.

Expenditure Summary

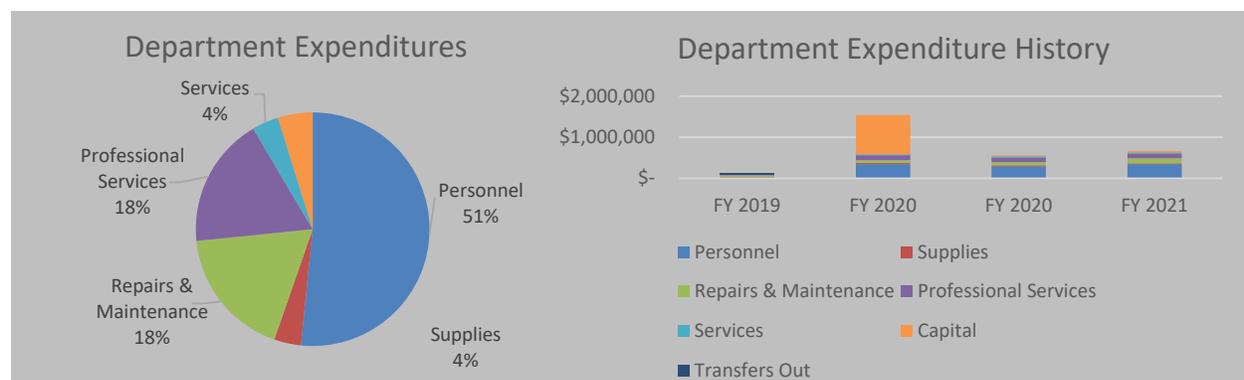
| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|-------------------|---------------------|-------------------|-------------------|
| Personnel | \$ 19,387 | \$ 344,765 | \$ 294,114 | \$ 342,582 |
| Supplies | \$ 18,639 | \$ 26,865 | \$ 27,190 | \$ 24,640 |
| Repairs & Maintenance | \$ 37,503 | \$ 66,800 | \$ 70,200 | \$ 119,865 |
| Professional Services | \$ 10,582 | \$ 124,000 | \$ 119,710 | \$ 120,225 |
| Services | \$ 2,186 | \$ 20,769 | \$ 24,025 | \$ 24,377 |
| Capital | \$ - | \$ 956,453 | \$ 24,550 | \$ 32,000 |
| Transfers Out | \$ 25,000 | \$ - | \$ - | \$ - |
| Total | \$ 113,297 | \$ 1,539,652 | \$ 559,789 | \$ 663,689 |

Performance Measures

| Position | FY 2019 Actual | FY 2020 Estimated | FY 2021 Budget |
|-------------------------------|----------------|-------------------|----------------|
| Miles of Street | 79.08 | 79.08 | 79.08 |
| Service Orders Completed | 230 | 190 | 210 |
| Tons of HMAC for Pot Holes | 480 | 550 | 560 |
| Tons of HMAC for Utility Cuts | 720 | 750 | 760 |
| Utility Cuts Made/Repaired | 240 | 260 | 260 |
| Street Signs Erected/Replc. | 15 | 15 | 20 |
| Man-Hours Mowing ROWs | 1,300 | 1,350 | 1,400 |
| Tons of Base or Surface | 600 | 650 | 675 |
| Miles of Crack Sealing | 1 | 1 | 2 |

Staffing

| Position | FY 2019 Number | FY 2020 Number | FY 2020 Number |
|-----------------------------|----------------|----------------|----------------|
| City Manager | - | 0.10 | 0.10 |
| Assistant City Manager/CFO | - | 0.05 | 0.05 |
| Public Works Director | - | 0.20 | 0.20 |
| Street Superintendent | - | 1.00 | 1.00 |
| Sr Heavy Equipment Operator | - | 1.00 | 1.00 |
| Heavy Equipment Operator | - | 2.00 | 2.00 |
| Truck Driver | 1.00 | - | - |
| Maintenance Worker | - | 2.00 | 2.00 |
| Total | 1.00 | 6.35 | 6.35 |



Street Maintenance Fund

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--|----------------------------------|---------------------|-------------------|-------------------|
| 70-5-71-5101 | Salaries-Administrative | \$ 412 | \$ 31,789 | \$ 31,258 | \$ 38,800 |
| 70-5-71-5103 | Salaries-Supervisory | \$ 950 | \$ 43,243 | \$ 79,497 | \$ 63,440 |
| 70-5-71-5104 | Salaries-Operations | \$ 11,209 | \$ 126,589 | \$ 87,377 | \$ 122,658 |
| 70-5-71-5109 | Contract Labor | \$ - | \$ - | \$ 4,403 | \$ 5,000 |
| 70-5-71-5110 | Overtime | \$ 1,939 | \$ 5,095 | \$ 5,095 | \$ 5,583 |
| 70-5-71-5112 | Longevity | \$ - | \$ 675 | \$ 1,180 | \$ 1,195 |
| 70-5-71-5113 | Certification/Education Pay | \$ - | \$ - | \$ 1,221 | \$ 3,378 |
| 70-5-71-5114 | Allowances | \$ - | \$ - | \$ 1,165 | \$ 1,710 |
| 70-5-71-5120 | FICA | \$ 921 | \$ 15,865 | \$ 16,235 | \$ 18,113 |
| 70-5-71-5124 | WC Insurance | \$ 677 | \$ 10,574 | \$ 12,722 | \$ 8,417 |
| 70-5-71-5130 | Retirement | \$ 1,117 | \$ 18,385 | \$ 17,961 | \$ 19,675 |
| 70-5-71-5150 | Group Insurance | \$ 2,162 | \$ 38,565 | \$ 36,000 | \$ 44,313 |
| 70-5-71-5160 | Pay Plan Costs | \$ - | \$ 11,650 | \$ - | \$ 10,300 |
| 70-5-71-5190 | New Personnel | \$ - | \$ 42,335 | \$ - | \$ - |
| | Total Personnel | \$ 19,387 | \$ 344,765 | \$ 294,114 | \$ 342,582 |
| 70-5-71-5204 | Clothing Supplies | \$ (495) | \$ 4,075 | \$ 6,850 | \$ 6,600 |
| 70-5-71-5205 | Janitorial Supplies | \$ - | \$ 1,700 | \$ 1,200 | \$ - |
| 70-5-71-5207 | Fuel | \$ - | \$ 15,590 | \$ 14,335 | \$ 12,040 |
| 70-5-71-5210 | Tools & Other Supplies | \$ 989 | \$ 3,000 | \$ 2,000 | \$ 2,000 |
| 70-5-71-5213 | Chemical Supplies | \$ 138 | \$ - | \$ 505 | \$ 500 |
| 70-5-71-5215 | Small Equipment | \$ 17,848 | \$ 2,500 | \$ 2,000 | \$ 3,000 |
| 70-5-71-5230 | Employee Testing | \$ 159 | \$ - | \$ 300 | \$ 500 |
| | Total Supplies | \$ 18,639 | \$ 26,865 | \$ 27,190 | \$ 24,640 |
| 70-5-71-5304 | Drainage Maintenance | \$ 5,557 | \$ 11,500 | \$ 11,500 | \$ 20,000 |
| 70-5-71-5307 | Sign Maintenance | \$ - | \$ - | \$ - | \$ 3,000 |
| 70-5-71-5308 | Street Maintenance | \$ 30,056 | \$ 55,000 | \$ 48,000 | \$ 86,165 |
| 70-5-71-5321 | Machinery & Equipment Maintenance | \$ 1,890 | \$ - | \$ 3,500 | \$ 3,500 |
| 70-5-71-5322 | Vehicle Maintenance | \$ - | \$ 200 | \$ 7,200 | \$ 7,200 |
| 70-5-71-5323 | Computer System Maintenance | \$ - | \$ 100 | \$ - | \$ - |
| | Total Repairs & Maintenance | \$ 37,503 | \$ 66,800 | \$ 70,200 | \$ 119,865 |
| 70-5-71-5402 | Engineering Services | \$ 10,582 | \$ 121,000 | \$ 116,710 | \$ 120,225 |
| 70-5-71-5406 | Information Technology Services | \$ - | \$ 3,000 | \$ 3,000 | \$ - |
| | Total Professional Services | \$ 10,582 | \$ 124,000 | \$ 119,710 | \$ 120,225 |
| 70-5-71-5502 | Communication Services | \$ 42 | \$ 3,000 | \$ 2,771 | \$ 2,820 |
| 70-5-71-5511 | Insurance-General Liability | \$ - | \$ 1,483 | \$ 1,454 | \$ 1,295 |
| 70-5-71-5512 | Insurance-Errors & Omissions | \$ - | \$ 2,535 | \$ 2,485 | \$ 2,452 |
| 70-5-71-5515 | Insurance-Auto | \$ - | \$ 7,149 | \$ 8,615 | \$ 6,887 |
| 70-5-71-5516 | Insurance - Rolling Stock | \$ - | \$ 1,902 | \$ - | \$ 1,923 |
| 70-5-71-5522 | Legal Notices | \$ 174 | \$ - | \$ - | \$ - |
| 70-5-71-5531 | Equipment Rental | \$ - | \$ 4,500 | \$ 4,500 | \$ 4,500 |
| 70-5-71-5541 | Training & Travel | \$ - | \$ 200 | \$ 200 | \$ 500 |
| 70-5-71-5571 | Waste Collection Services | \$ 1,970 | \$ - | \$ 4,000 | \$ 4,000 |
| | Total Services | \$ 2,186 | \$ 20,769 | \$ 24,025 | \$ 24,377 |
| 70-5-71-5705 | Machinery & Equipment | \$ - | \$ 56,900 | \$ 24,550 | \$ - |
| 70-5-71-5706 | Vehicles | \$ - | \$ - | \$ - | \$ 32,000 |
| 70-5-71-5711 | Wheeler Street Rehab | \$ - | \$ 899,553 | \$ - | \$ - |
| | Total Capital | \$ - | \$ 956,453 | \$ 24,550 | \$ 32,000 |
| 70-5-71-5910 | Administrative Charges | \$ 25,000 | \$ - | \$ - | \$ - |
| | Total Transfers Out | \$ 25,000 | \$ - | \$ - | \$ - |
| | Total Expenditures | ¹⁵⁷ \$ 113,297 | \$ 1,539,652 | \$ 559,789 | \$ 663,689 |

DEBT SERVICE FUND



Debt Service Fund is used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest on long-term debt of governmental funds.

**Debt Service Fund
Budget Summary
FY 2021**

| | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget | Percent of Budget | % Change from FY 2020 Budget |
|-----------------------------------|-------------------|-------------------|----------------------|-------------------|----------------------|------------------------------------|
| Revenues | | | | | | |
| Ad Valorem Taxes | 396,330 | 395,960 | 385,021 | 433,994 | 96.51% | 9.61% |
| Delinquent Property Taxes | 7,519 | 4,203 | 9,792 | 7,500 | 1.67% | 100.00% |
| Tax Penalty & Interest | 6,050 | 3,757 | 4,983 | 5,000 | 1.11% | 0.00% |
| Investment Income | 5,722 | 3,500 | 4,800 | 3,200 | 0.71% | 0.00% |
| Total Revenues | 415,621 | 407,420 | 404,596 | 449,694 | 100.00% | 10.38% |
| Expenditures | | | | | | |
| Principal Payments | 225,000 | 250,000 | 250,000 | 270,000 | 62.20% | 8.00% |
| Interest Payments | 174,210 | 168,394 | 168,394 | 160,494 | 36.98% | -4.69% |
| Fiscal Charges | 372 | 1,000 | 500 | 500 | 0.12% | -50.00% |
| Arbitrage | 2,965 | 3,500 | 3,000 | 3,000 | 0.69% | 100.00% |
| Total Expenditures | 402,547 | 422,894 | 421,894 | 433,994 | 99.99% | 2.62% |
| Net Change In Fund Balance | 13,074 | (15,474) | (17,298) | 15,700 | | |
| Fund Balance, Beginning | | | | 271,592 | | |
| Fund Balance, Ending | | | | \$ 287,292 | | |

Debt Service Fund Revenues

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|-----------------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 50-4111 | Ad Valorem Taxes | \$ 396,330 | \$ 395,960 | \$ 385,021 | \$ 433,994 |
| 50-4112 | Delinquent Ad Valorem Taxes | \$ 7,519 | \$ 4,203 | \$ 9,792 | \$ 7,500 |
| 50-4191 | Tax Penalty and Interest | \$ 6,050 | \$ 3,757 | \$ 4,983 | \$ 5,000 |
| | Total Ad Valorem Taxes | \$ 409,899 | \$ 403,920 | \$ 399,796 | \$ 446,494 |
| 50-4611 | Interest Earned | \$ 5,722 | \$ 3,500 | \$ 4,800 | \$ 3,200 |
| | Total Interest Income | \$ 5,722 | \$ 3,500 | \$ 4,800 | \$ 3,200 |
| | Total Debt Service Revenue | \$ 415,621 | \$ 407,420 | \$ 404,596 | \$ 449,694 |

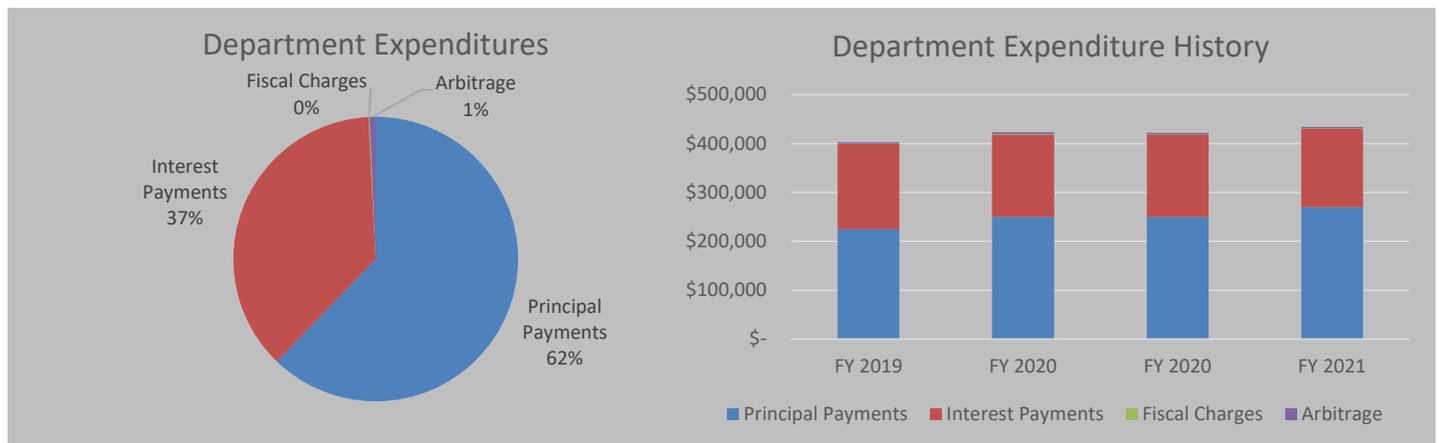
Revenue Assumptions:

Revenues for the Debt Service Fund are generated by ad valorem taxes and related penalties and interest. The ad valorem tax rate is comprised of two components: (1) The operations and maintenance (M&O) rate, used to fund activities of the General Fund; and (2) the debt service rate. The debt service rate is computed according to the truth-in-taxation computations established by the State of Texas. The debt service tax rate is basically the amount of payments on general obligation bonds for the coming year divided by the taxable value for the coming year.

Current tax revenue for the Debt Service Fund was computed using a debt service rate of \$.090473 per \$100 of taxable value. Delinquent tax revenues and penalty and interest are calculated as a percentage of the delinquent taxes receivable at the beginning of the fiscal year.

Debt Service Fund

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--|-------------------|-------------------|-------------------|-------------------|
| 50-5-90-5601 | Principal Payments | \$ 225,000 | \$ 250,000 | \$ 250,000 | \$ 270,000 |
| 50-5-90-5611 | Interest Payments | \$ 174,210 | \$ 168,394 | \$ 168,394 | \$ 160,494 |
| 50-5-90-5621 | Fiscal Charges | \$ 372 | \$ 1,000 | \$ 500 | \$ 500 |
| 50-5-90-5631 | Arbitrage | \$ 2,965 | \$ 3,500 | \$ 3,000 | \$ 3,000 |
| | Total Debt Service Expenditures | \$ 402,547 | \$ 422,894 | \$ 421,894 | \$ 433,994 |



ECONOMIC DEVELOPMENT FUND



The Bellmead Economic Development Corporation Fund is used to account for the ¼% type B sales tax that is restricted to fund the provision of land, buildings, equipment, facilities, expenditures, targeted infrastructure, and improvements that are for

- creation or retention of primary jobs for projects such as manufacturing and industrial facilities, research and development facilities, military facilities, including closed or realigned military bases, transportation facilities, sewage or solid waste disposal facilities, recycling facilities, air or water pollution control facilities, distribution centers, small warehouse facilities,
- primary job training facilities for use by institutions of higher education, regional or national corporate headquarters facilities, eligible job training classes, certain career centers and
- certain infrastructural improvements that promote or develop new or expanded business enterprises.

The Type B tax can additionally fund projects that are typically considered to be community development initiatives. For example, authorized categories under Type B include, among other items, land, buildings, equipment, facilities, expenditures, and improvements for professional and amateur sports facilities, park facilities and events, entertainment and tourist facilities, and affordable housing.

Also, the Type B tax may be expended for the development of water supply facilities or water conservation programs. In order to undertake a water supply facility or water conservation program, the facility or program must be approved by a majority of the qualified voters of the City voting in an election called and held for that purpose.

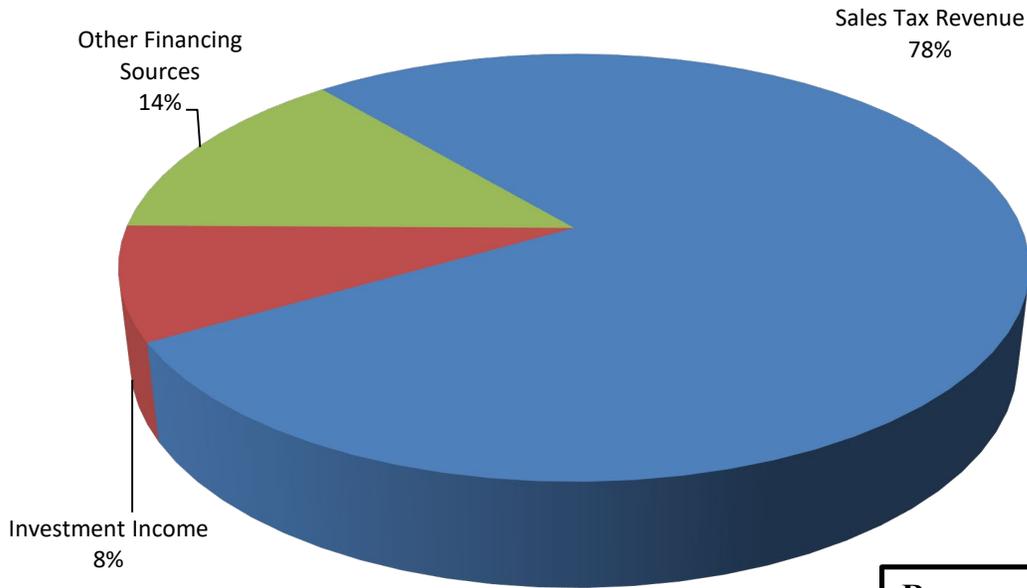


**Economic Development Fund
Budget Summary
FY 2021**

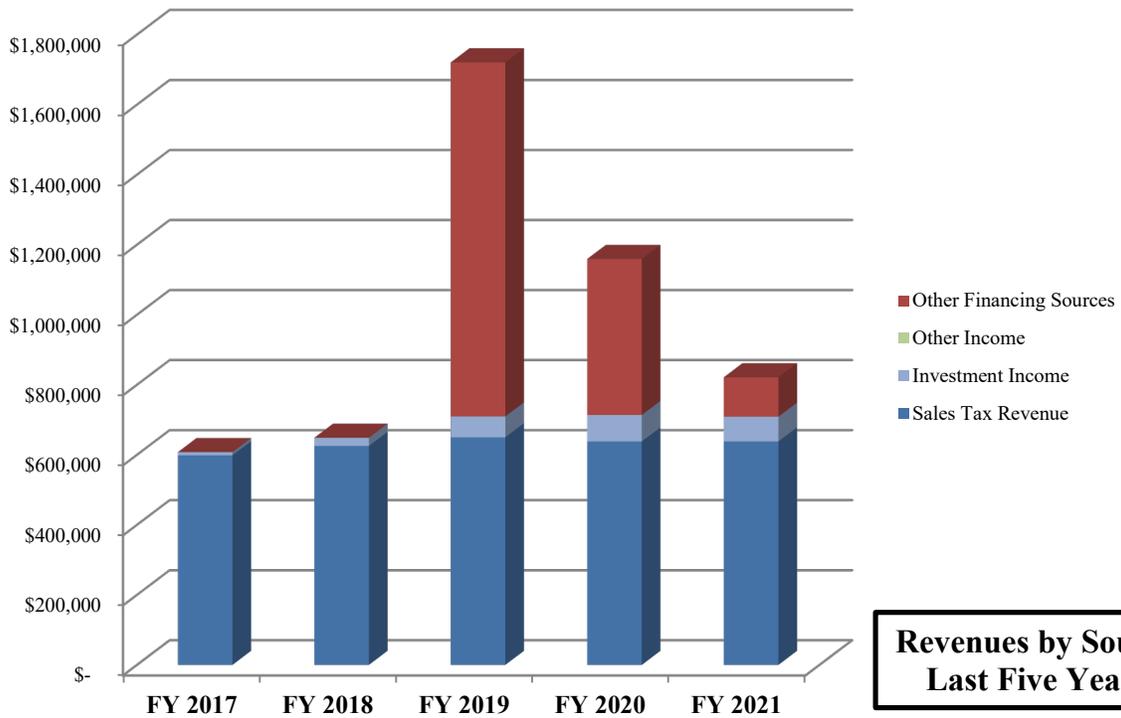
| | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget | Percent of Budget | % Change from FY 2020 Budget |
|--|-------------------|--------------------|----------------------|---------------------|----------------------|------------------------------------|
| Revenues | | | | | | |
| Sales Tax Revenue | \$ 650,043 | \$ 657,175 | \$ 638,275 | \$ 638,275 | 77.71% | -2.88% |
| Investment Income | 59,525 | 95,000 | 75,501 | 70,558 | 8.59% | -25.73% |
| Other Financing Sources | 1,011,065 | - | 445,555 | 112,545 | 13.70% | - |
| Total Revenues | <u>1,720,633</u> | <u>752,175</u> | <u>1,159,331</u> | <u>821,378</u> | <u>100.00%</u> | <u>9.20%</u> |
| Operating Expenditures | | | | | | |
| Personnel | - | 60,069 | 56,972 | 66,981 | 4.04% | 11.51% |
| Supplies | 637 | 3,500 | 1,231 | 2,430 | 0.15% | -30.57% |
| Repairs & Maintenance | - | 1,799 | 1,799 | 1,569 | 0.09% | -12.78% |
| Professional Services | 260,185 | 42,616 | 15,116 | 104,747 | 6.32% | 145.79% |
| Services | 7,091 | 35,592 | 13,321 | 21,813 | 1.32% | -38.71% |
| Total Operating Expenditures | <u>267,913</u> | <u>143,576</u> | <u>88,439</u> | <u>197,540</u> | <u>11.92%</u> | <u>37.59%</u> |
| Non-Operating Expenditures | | | | | | |
| Project Funding | 12,500 | 327,500 | 25,000 | 325,000 | 19.60% | -0.76% |
| Transfers Out | - | 1,635,700 | 1,635,700 | 1,135,700 | 68.48% | -30.57% |
| Total Non-Operating Expenditures | <u>12,500</u> | <u>1,963,200</u> | <u>1,660,700</u> | <u>1,460,700</u> | <u>88.08%</u> | <u>-25.60%</u> |
| Total Expenditures | <u>280,413</u> | <u>2,106,776</u> | <u>1,749,139</u> | <u>1,658,240</u> | <u>100.00%</u> | <u>-21.29%</u> |
| Net Change In Fund Balance | <u>1,440,220</u> | <u>(1,354,601)</u> | <u>(589,808)</u> | <u>(836,862)</u> | | |
| Projected Fund Balance, Beginning | | | | 3,410,045 | | |
| Projected Fund Balance, Ending | | | | <u>\$ 2,573,183</u> | | |
| | | | | | 1302.61% | |
| Minimum Fund Balance | | | | \$ 49,385 | | |
| Projected Fund Balance in Excess of Minimum | | | | <u>\$ 2,523,798</u> | | |

Economic Development Fund

-Revenues-



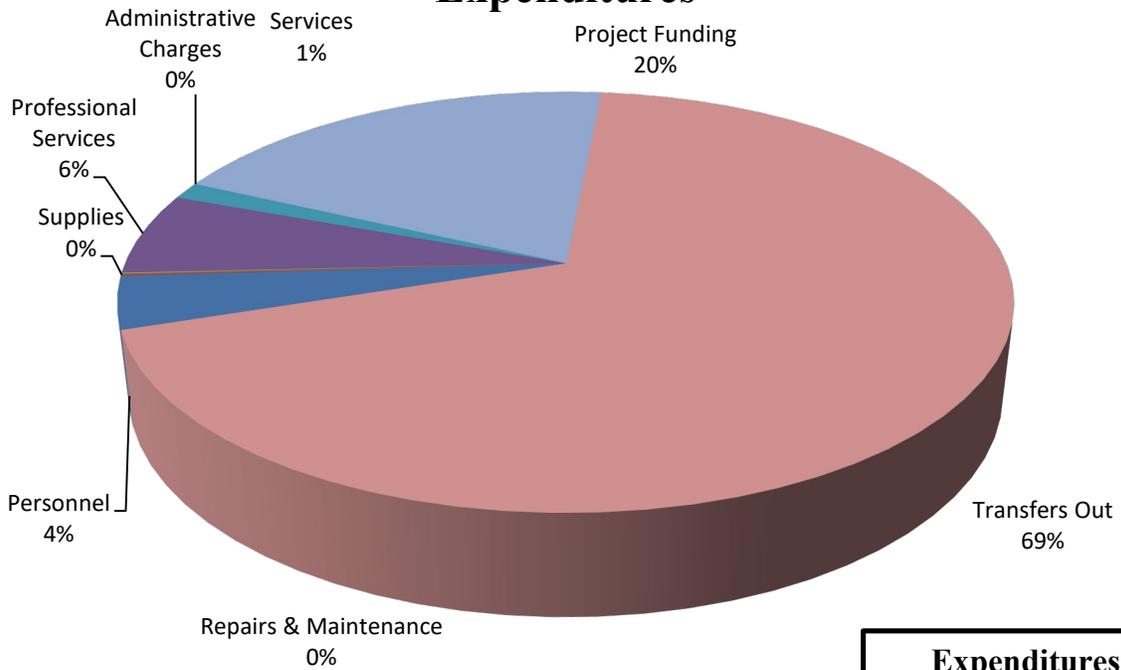
**Revenues by Source
FY 2021 Budget**



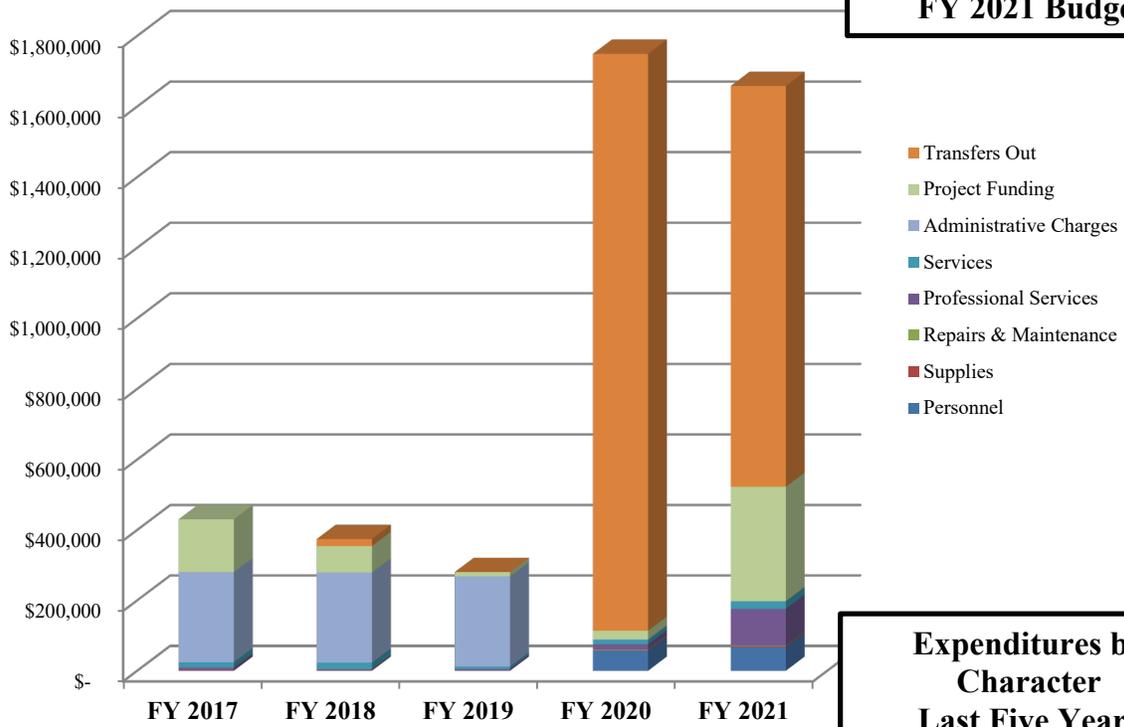
**Revenues by Source
Last Five Years**

Economic Development Fund

-Expenditures-



**Expenditures by Character
FY 2021 Budget**



**Expenditures by Character
Last Five Years**

Economic Development Fund Revenues

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--------------------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 35-4121 | Sales Tax Revenue | \$ 650,043 | \$ 657,175 | \$ 638,275 | \$ 638,275 |
| | Total Tax | \$ 650,043 | \$ 657,175 | \$ 638,275 | \$ 638,275 |
| 35-4611 | Interest | \$ 59,525 | \$ 95,000 | \$ 47,153 | \$ 47,153 |
| 35-4612 | Interest - Note Receivable | \$ - | \$ - | \$ 28,348 | \$ 23,405 |
| | Total Investment Income | \$ 59,525 | \$ 95,000 | \$ 75,501 | \$ 70,558 |
| 35-4901 | Note Receivable Payments | \$ 102,880 | \$ - | \$ 107,602 | \$ 112,545 |
| 35-4921 | Sale of Assets | \$ - | \$ - | \$ 337,953 | \$ - |
| 35-4930 | Transfer From Fund 30 | \$ 908,185 | \$ - | \$ - | \$ - |
| | Total Other Financing Sources | \$ 1,011,065 | \$ - | \$ 445,555 | \$ 112,545 |
| | Total Revenues | \$ 1,720,633 | \$ 752,175 | \$ 1,159,331 | \$ 821,378 |

Revenue Assumptions:

Sales Tax:

The Economic Development Fund was created in 2011 to account for the 1/4% economic development type B sales tax approved by voters on May 8, 2010. This additional sales tax may only be used for economic development purposes.

FY 2021 sales tax revenues were projected at the FY 2020 level due to the uncertainty of the I-35 construction impact and the COVID-19 pandemic. This budgeted amount reflects the same growth projection as in General Fund sales tax revenue.

Interest Income:

All of the Development Corporation's idle, investable cash is invested in the depository bank, TexPool, Texas Class, or TexStar. The projected revenue for FY 2021 was developed with a roll forward of the monthly cash balance and slightly less than current market rates of return.



Description

Promotes, assists, and enhances economic development activities within the City of Bellmead with a special emphasis towards assistance to base line industry.

- Serves as a liaison between the local business community and the City.
- Plans, acquires, and develops additional industrial projects within the community.
- Markets the community of Bellmead to business and industry with a goal of new business investment.
- Develops and administers financial assistance programs that provide incentives to base line industry to locate, expand, or retain operations and facilities in Bellmead and broaden the community's tax base and employment opportunities for the citizens.
- Provides materials and programs that will enhance community awareness of the value of manufacturing / distributing operations within the community.
- Develops competitive incentive programs to entice business expansion in Bellmead.

Accomplishments

- Retained the services of a professional realtor to market properties throughout the City.
- Marketed and sold 7 lots that were condemned by the City, getting them back on the tax rolls.
- Marketed and sold the feed store property which will be developed into a restaurant.
- Sold 6.89 acres in the business park to Diversified.

Goals

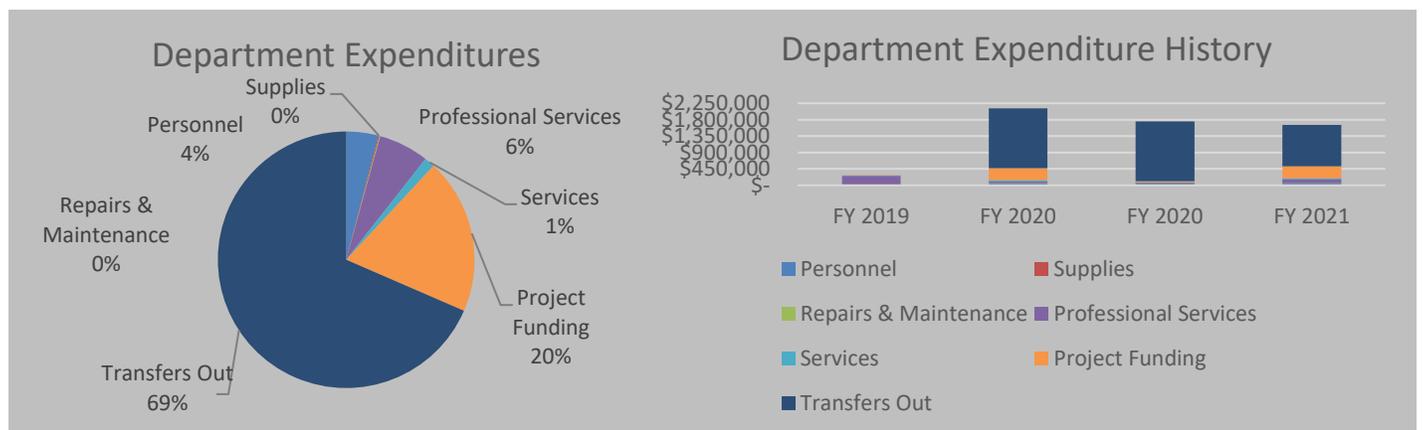
- Complete negotiations with developers to promote growth of residential property within Bellmead.
- Continue marketing abated or condemned property within the City to promote economic development.
- Drive growth by creating an inviting space for new businesses and residents by promoting attractive policies and incentives.

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|-------------------|---------------------|---------------------|---------------------|
| Personnel | \$ - | \$ 60,069 | \$ 56,972 | \$ 66,981 |
| Supplies | \$ 637 | \$ 3,500 | \$ 1,231 | \$ 2,430 |
| Repairs & Maintenance | \$ - | \$ 1,799 | \$ 1,799 | \$ 1,569 |
| Professional Services | \$ 260,185 | \$ 42,616 | \$ 15,116 | \$ 104,747 |
| Services | \$ 7,091 | \$ 35,592 | \$ 13,321 | \$ 21,813 |
| Project Funding | \$ 12,500 | \$ 327,500 | \$ 25,000 | \$ 325,000 |
| Transfers Out | \$ - | \$ 1,635,700 | \$ 1,635,700 | \$ 1,135,700 |
| Total | \$ 280,413 | \$ 2,106,776 | \$ 1,749,139 | \$ 1,658,240 |

Staffing

| Position | FY 2019 Number | FY 2020 Number | FY 2021 Number |
|-----------------------------|----------------|----------------|----------------|
| City Manager | - | 0.15 | 0.15 |
| ACM/Chief Financial Officer | - | 0.10 | 0.10 |
| Assistant to City Manager | - | 0.20 | 0.20 |
| Administrative Assistant | - | 0.10 | 0.10 |
| Total | - | 0.55 | 0.55 |



Economic Development - Operations

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--|-------------------|---------------------|---------------------|---------------------|
| 35-5-80-5101 | Salaries-Administrative | \$ - | \$ 28,946 | \$ 30,056 | \$ 32,301 |
| 35-5-80-5102 | Salaries-Professional | \$ - | \$ - | \$ 11,623 | \$ 13,350 |
| 35-5-80-5104 | Salaries-Operations | \$ - | \$ 5,075 | \$ 4,943 | \$ 3,857 |
| 35-5-80-5110 | Salaries-Overtime | \$ - | \$ - | \$ 15 | \$ 116 |
| 35-5-80-5112 | Longevity | \$ - | \$ - | \$ 22 | \$ - |
| 35-5-80-5113 | Certification/Education Pay | \$ - | \$ - | \$ 468 | \$ 676 |
| 35-5-80-5114 | Allowances | \$ - | \$ - | \$ 780 | \$ 1,500 |
| 35-5-80-5120 | FICA | \$ - | \$ 2,603 | \$ 3,706 | \$ 3,963 |
| 35-5-80-5124 | WC Insurance | \$ - | \$ 85 | \$ 120 | \$ 113 |
| 35-5-80-5130 | TMRS | \$ - | \$ 3,016 | \$ 2,490 | \$ 4,305 |
| 35-5-80-5150 | Group Insurance | \$ - | \$ 2,523 | \$ 2,748 | \$ 5,300 |
| 35-5-80-5160 | Pay Plan Costs | \$ - | \$ 1,200 | \$ - | \$ 1,500 |
| 35-5-80-5190 | New Personnel | \$ - | \$ 16,621 | \$ - | \$ - |
| | Total Personnel | \$ - | \$ 60,069 | \$ 56,972 | \$ 66,981 |
| 35-5-80-5201 | Office Supplies | \$ 36 | \$ 1,000 | \$ 500 | \$ 750 |
| 35-5-80-5203 | Postage | \$ 168 | \$ 500 | \$ 181 | \$ 180 |
| 35-5-80-5210 | Tools & Other Supplies | \$ 32 | \$ 1,000 | \$ 300 | \$ 750 |
| 35-5-80-5231 | Meeting Supplies | \$ 401 | \$ 1,000 | \$ 250 | \$ 750 |
| | Total Supplies | \$ 637 | \$ 3,500 | \$ 1,231 | \$ 2,430 |
| 35-5-80-5323 | Computer System Maintenance | \$ - | \$ 1,799 | \$ 1,799 | \$ 1,569 |
| | Total Repairs & Maintenance | \$ - | \$ 1,799 | \$ 1,799 | \$ 1,569 |
| 35-5-80-5402 | Engineering Services | \$ - | \$ - | \$ 6,500 | \$ 60,000 |
| 35-5-80-5403 | Accounting Services | \$ 654 | \$ 2,616 | \$ 2,616 | \$ 6,843 |
| 35-5-80-5404 | Legal Services | \$ 3,531 | \$ 40,000 | \$ 6,000 | \$ 35,000 |
| 35-5-80-5406 | Information Tech Services | \$ - | \$ - | \$ - | \$ 2,904 |
| 35-5-80-5409 | Administrative Charges | \$ 256,000 | \$ - | \$ - | \$ - |
| | Total Professional Services | \$ 260,185 | \$ 42,616 | \$ 15,116 | \$ 104,747 |
| 35-5-80-5505 | Mowing Services | \$ - | \$ 10,000 | \$ 10,000 | \$ 10,000 |
| 35-5-80-5511 | Insurance-General Liability | \$ - | \$ 357 | \$ 350 | \$ 288 |
| 35-5-80-5512 | Insurance-Errors & Omissions | \$ - | \$ 607 | \$ 595 | \$ 546 |
| 35-5-80-5517 | Insurance-Property | \$ - | \$ 178 | \$ 176 | \$ 179 |
| 35-5-80-5521 | Advertising/Marketing | \$ 6,909 | \$ 9,450 | \$ 1,500 | \$ 1,300 |
| 35-5-80-5522 | Legal Notices | \$ 182 | \$ - | \$ - | \$ 500 |
| 35-5-80-5525 | Taxes/Tax Certificates | \$ - | \$ 1,000 | \$ - | \$ - |
| 35-5-80-5541 | Training & Travel | \$ - | \$ 10,000 | \$ 500 | \$ 5,000 |
| 35-5-80-5542 | Dues/Memberships | \$ - | \$ 4,000 | \$ 200 | \$ 4,000 |
| | Total Services | \$ 7,091 | \$ 35,592 | \$ 13,321 | \$ 21,813 |
| 35-5-80-5571 | Project Funding | \$ - | \$ 300,000 | \$ - | \$ 300,000 |
| 35-5-80-5572 | Local Business Grants | \$ 12,500 | \$ 27,500 | \$ 25,000 | \$ 25,000 |
| | Total Project Funding | \$ 12,500 | \$ 327,500 | \$ 25,000 | \$ 325,000 |
| 35-5-80-5915 | Transfer to Community Improvement | \$ - | \$ 135,700 | \$ 135,700 | \$ 135,700 |
| 35-5-80-5922 | Transfer to Fund 22 | \$ - | \$ - | \$ - | \$ 1,000,000 |
| 35-5-80-5965 | Transfer to Fund 65 | \$ - | \$ 1,500,000 | \$ 1,500,000 | \$ - |
| | Total Transfers Out | \$ - | \$ 1,635,700 | \$ 1,635,700 | \$ 1,135,700 |
| | Total - Operations | \$ 280,413 | \$ 2,106,776 | \$ 1,749,139 | \$ 1,658,240 |

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for specific revenue that is legally restricted to expenditure for particular purposes. The City of Bellmead has the following Special Revenue Funds:

Child Safety Fund: To account for child safety fees collected in connection with citations issued by the City. State law requires that revenue from these fees be used for child safety infrastructure projects.

Community Improvement Fund: To account for funds contributed by the Bellmead Economic Development Corporation to be used for improving the appearance of the City.

WMARSS Fund: To account for the regional sewage treatment plant owned by the cities of Bellmead, Hewitt, Lacy Lakeview, Lorena, Robinson, Waco, and Woodway.

Court Technology Fund: To account for court technology fees collected in connection with citations issued by the City. State law requires that revenue from these fees be used for technological enhancements of the Municipal Court.

Court Security Fee Fund: To account for court security fees collected in connection with citations issued by the City. State law requires that revenue from these fees be used for security enhancements of the Municipal Court and/or the building that houses the court.

Truancy Prevention/Diversions Fund: To account for court truancy prevention and diversion fees collected in connection with citations issued by the City. State law requires that revenue from these fees be used for operating or establishing a juvenile case manager program.

Court Jury Fund: To account for court jury fees collected in connection with citations issued by the City. State law requires that revenue from these fees be used for court jury payments.

Hotel Occupancy Tax Fund: To account for the levy and utilization of the local hotel occupancy tax. State law requires that revenue from this tax be used for advertising and promotion of the City.



CITY OF BELLMEAD
Combined Annual Budget Summary
Special Revenue Funds
FY 2021

| | FY 2019 | FY 2020 | FY 2020 | FY 2021 |
|---|---------------------|---------------------|------------------|---------------------|
| | Actuals | Budget | Estimated | Budget |
| Revenues | | | | |
| Child Safety Fund | 13,420 | 13,400 | 13,512 | 13,200 |
| Community Improvement Fund | 143,992 | 141,700 | 141,700 | 140,700 |
| WMARSS Fund | 88,556 | - | 23,324 | - |
| Court Technology Fund | 4,163 | 3,600 | 3,800 | 3,800 |
| Court Security Fund | 29,014 | 2,400 | 3,300 | 3,300 |
| Truancy Prevention and Diversion Fund | - | - | 1,405 | 1,505 |
| Court Jury Fund | - | - | 30 | 37 |
| Hotel/Motel Fund | 660,174 | 620,000 | 399,830 | 419,176 |
| Total Revenues | 939,319 | 781,100 | 586,901 | 581,718 |
| Operating Expenditures | | | | |
| Child Safety Fund | 4,264 | 8,829 | 6,879 | 9,059 |
| Community Improvement Fund | 33,199 | 320,000 | 80,000 | 740,108 |
| WMARSS Fund | 320,638 | - | - | - |
| Court Technology Fund | 5,823 | 14,570 | 12,815 | 12,271 |
| Court Security Fund | 3,191 | 10,557 | 3,517 | 10,401 |
| Truancy Prevention and Diversion Fund | - | - | - | 2,910 |
| Court Jury Fund | - | - | - | 67 |
| Hotel/Motel Fund | 496,023 | 509,629 | 394,281 | 597,810 |
| Total Operating Expenditures | 863,138 | 863,585 | 497,492 | 1,372,626 |
| Non-Operating Expenditures | | | | |
| WMARSS Fund | 3,280 | 71,965 | - | - |
| Court Technology Fund | 26,222 | - | - | - |
| Hotel/Motel Fund | 185,500 | - | - | - |
| Total Non-Operating Expenditures | 215,002 | 71,965 | - | - |
| Total Expenditures | 1,078,140 | 935,550 | 497,492 | 1,372,626 |
| Net Change in Fund Balance | \$ (138,821) | \$ (154,450) | \$ 89,409 | (790,908) |
| Fund Balance, Beginning | | | | 2,410,289 |
| Fund Balance, Ending | | | | \$ 1,619,381 |

Revenues

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--------------------------------------|------------------|------------------|-------------------|------------------|
| 12-4372 | McLennan County Child Safety Fees | \$ 12,696 | \$ 12,700 | \$ 12,952 | \$ 12,700 |
| | Total Intergovernmental | \$ 12,696 | \$ 12,700 | \$ 12,952 | \$ 12,700 |
| 12-4511 | Fines & Fees | \$ 568 | \$ 600 | \$ 400 | \$ 350 |
| | Total Fines & Forfeitures | \$ 568 | \$ 600 | \$ 400 | \$ 350 |
| 12-4611 | Interest Earned | \$ 156 | \$ 100 | \$ 160 | \$ 150 |
| | Total Investment Income | \$ 156 | \$ 100 | \$ 160 | \$ 150 |
| | Total Revenues | \$ 13,420 | \$ 13,400 | \$ 13,512 | \$ 13,200 |

Expenditures

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|---------------------------|-----------------|-----------------|-------------------|-----------------|
| 12-5-51-5109 | Salaries-Part Time | \$ 3,907 | \$ 5,627 | \$ 5,787 | \$ 5,778 |
| 12-5-51-5120 | FICA | \$ 289 | \$ 431 | \$ 443 | \$ 442 |
| 12-5-51-5124 | WC Insurance | \$ 68 | \$ 96 | \$ 99 | \$ 99 |
| 12-5-51-5160 | Pay Plan Costs | \$ - | \$ 175 | \$ - | \$ 190 |
| | Total Personnel | \$ 4,264 | \$ 6,329 | \$ 6,329 | \$ 6,509 |
| 12-5-51-5204 | Clothing Supplies | \$ - | \$ - | \$ 50 | \$ 50 |
| 12-5-51-5210 | Tools & Other Supplies | \$ - | \$ 2,500 | \$ 500 | \$ 2,500 |
| | Total Supplies | \$ - | \$ 2,500 | \$ 550 | \$ 2,550 |
| | Total Expenditures | \$ 4,264 | \$ 8,829 | \$ 6,879 | \$ 9,059 |

Staffing

| Position | FY 2019 Number | FY 2020 Number | FY 2021 Number |
|----------------|----------------|----------------|----------------|
| Crossing Guard | 0.5 | 0.5 | 0.5 |
| Total | 0.5 | 0.5 | 0.5 |

Revenues

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--------------------------------------|-------------------|-------------------|-------------------|-------------------|
| 15-4611 | Interest Earned | \$ 8,292 | \$ 6,000 | \$ 6,000 | \$ 5,000 |
| | Total Investment Income | \$ 8,292 | \$ 6,000 | \$ 6,000 | \$ 5,000 |
| 15-4910 | Transfer from Fund 30 | \$ 135,700 | \$ - | \$ - | \$ - |
| 14-4921 | Transfer from Fund 35 | \$ - | \$ 135,700 | \$ 135,700 | \$ 135,700 |
| | Total Other Financing Sources | \$ 135,700 | \$ 135,700 | \$ 135,700 | \$ 135,700 |
| | Total Revenues | \$ 143,992 | \$ 141,700 | \$ 141,700 | \$ 140,700 |

Expenditures

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|------------------------------------|------------------|-------------------|-------------------|-------------------|
| 15-5-80-5404 | Legal Services | \$ 12,083 | \$ 20,000 | \$ 25,000 | \$ 50,000 |
| 15-5-80-5407 | Administration Services | \$ - | \$ 100,000 | \$ - | \$ - |
| | Total Professional Services | \$ 12,083 | \$ 120,000 | \$ 25,000 | \$ 50,000 |
| 15-5-80-5571 | Demolition/Waste Collection | \$ 21,116 | \$ 200,000 | \$ 55,000 | \$ 690,108 |
| | Total Services | \$ 21,116 | \$ 200,000 | \$ 55,000 | \$ 690,108 |
| | Total Expenditures | \$ 33,199 | \$ 320,000 | \$ 80,000 | \$ 740,108 |

Revenues

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|-----------------------------------|------------------|----------------|-------------------|----------------|
| 21-4433 | Wastewater Treatment Revenues | \$ 32,198 | \$ - | \$ 23,324 | \$ - |
| 21-4437 | NSF Check Fees | \$ 1,096 | \$ - | \$ - | \$ - |
| | Total Charges for Services | \$ 33,294 | \$ - | \$ 23,324 | \$ - |
| 21-4611 | Interest Income | \$ 55,262 | \$ - | \$ - | \$ - |
| | Total Investments | \$ 55,262 | \$ - | \$ - | \$ - |
| | Total Revenues | \$ 88,556 | \$ - | \$ 23,324 | \$ - |

Expenses

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--|-------------------|------------------|-------------------|----------------|
| 21-5-76-5580 | Sewer Treatment | \$ 320,638 | \$ - | \$ - | \$ - |
| | Total Repairs & Maintenance | \$ 320,638 | \$ - | \$ - | \$ - |
| 21-5-76-5611 | Interest Expense | \$ - | \$ 436 | \$ - | \$ - |
| 21-5-76-5612 | Note Interest Payments | \$ 3,280 | \$ 71,529 | \$ - | \$ - |
| | Total Debt Service | \$ 3,280 | \$ 71,965 | \$ - | \$ - |
| | Total Expenditures | \$ 323,918 | \$ 71,965 | \$ - | \$ - |

**Annual Budget
FY 2021**

Court Technology Fund

Revenues

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--------------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 26-4511 | Fines & Fees | \$ 3,506 | \$ 3,250 | \$ 3,500 | \$ 3,500 |
| | Total Tax | \$ 3,506 | \$ 3,250 | \$ 3,500 | \$ 3,500 |
| 26-4611 | Interest Earnings | \$ 657 | \$ 350 | \$ 300 | \$ 300 |
| | Total Investment Income | \$ 657 | \$ 350 | \$ 300 | \$ 300 |
| | Total Revenues | \$ 4,163 | \$ 3,600 | \$ 3,800 | \$ 3,800 |

Expenditures

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--|-----------------------|-----------------------|--------------------------|-----------------------|
| 26-5-40-5202 | Computer Supplies | \$ 52 | \$ - | \$ - | \$ 1,000 |
| 26-5-40-5210 | Tools & Other Supplies | \$ - | \$ - | \$ 96 | \$ - |
| 26-5-40-5215 | Small Equipment | \$ 3,987 | \$ - | \$ - | \$ - |
| | Total Supplies | \$ 4,039 | \$ - | \$ 96 | \$ 1,000 |
| 26-5-40-5323 | Computer System Maintenance | \$ 1,784 | \$ 12,338 | \$ 10,487 | \$ 10,935 |
| | Total Repairs & Maintenance | \$ 1,784 | \$ 12,338 | \$ 10,487 | \$ 10,935 |
| 26-5-40-5406 | Information Technology Services | \$ - | \$ 2,232 | \$ 2,232 | \$ 336 |
| | Total Professional Services | \$ - | \$ 2,232 | \$ 2,232 | \$ 336 |
| 26-5-40-5927 | Transfer to Fund 27 | \$ 26,222 | \$ - | \$ - | \$ - |
| | Total Transfers Out | \$ 26,222 | \$ - | \$ - | \$ - |
| | Total - Expenditures | \$ 32,045 | \$ 14,570 | \$ 12,815 | \$ 12,271 |

Revenues

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--------------------------------|------------------|-----------------|-------------------|-----------------|
| 27-4511 | Fines & Fees | \$ 2,511 | \$ 2,300 | \$ 3,000 | \$ 3,000 |
| | Total Tax | \$ 2,511 | \$ 2,300 | \$ 3,000 | \$ 3,000 |
| 27-4611 | Interest Earnings | \$ 281 | \$ 100 | \$ 300 | \$ 300 |
| | Total Investment Income | \$ 281 | \$ 100 | \$ 300 | \$ 300 |
| 27-4826 | Transfer From Fund 26 | \$ 26,222 | \$ - | \$ - | \$ - |
| | Total Transfers In | \$ 26,222 | \$ - | \$ - | \$ - |
| | Total Revenues | \$ 29,014 | \$ 2,400 | \$ 3,300 | \$ 3,300 |

Expenditures

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--|-----------------|------------------|-------------------|------------------|
| 27-5-40-5104 | Salaries-Operations | \$ 2,549 | \$ 2,494 | \$ 2,562 | \$ 2,288 |
| 27-5-40-5110 | Overtime | \$ 3 | \$ - | \$ 18 | \$ 69 |
| 27-5-40-5112 | Longevity | \$ 48 | \$ 51 | \$ 51 | \$ 54 |
| 27-5-40-5113 | Certification/Education Pay | \$ - | \$ - | \$ - | \$ 78 |
| 27-5-40-5114 | Allowances | \$ 24 | \$ 25 | \$ 25 | \$ - |
| 27-5-40-5120 | FICA | \$ 190 | \$ 195 | \$ 201 | \$ 191 |
| 27-5-40-5124 | WC Insurance | \$ 32 | \$ 64 | \$ 66 | \$ 58 |
| 27-5-40-5130 | TMRS | \$ 226 | \$ 228 | \$ 234 | \$ 207 |
| 27-5-40-5150 | Group Insurance | \$ 119 | \$ 360 | \$ 360 | \$ 372 |
| 27-5-40-5160 | Pay Plan Costs | \$ - | \$ 100 | \$ - | \$ 84 |
| | Total Personnel | \$3,191 | \$3,517 | \$3,517 | \$3,401 |
| 27-5-40-5301 | Building Maintenance | \$ - | \$ 5,000 | \$ - | \$ 5,000 |
| | Total Repairs & Maintenance | \$ - | \$ 5,000 | \$ - | \$ 5,000 |
| 27-5-40-5541 | Training & Travel | \$ - | \$ 2,040 | \$ - | \$ 2,000 |
| | Total Services | \$ - | \$ 2,040 | \$ - | \$ 2,000 |
| | Total Expenditures | \$ 3,191 | \$ 10,557 | \$ 3,517 | \$ 10,401 |

Staffing

| Position | FY 2019 Number | FY 2020 Number | FY 2021 Number |
|--------------|----------------|----------------|----------------|
| Bailiff | 0.05 | 0.05 | 0.05 |
| Total | 0.05 | 0.05 | 0.05 |

**Annual Budget
FY 2021**

Truancy Prevention and Diversion Fund

Revenues

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--------------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 29-4511 | Fines & Fees | \$ - | \$ - | \$ 1,400 | \$ 1,500 |
| | Total Fines and Fees | \$ - | \$ - | \$ 1,400 | \$ 1,500 |
| 29-4611 | Interest Earnings | \$ - | \$ - | \$ 5 | \$ 5 |
| | Total Investment Income | \$ - | \$ - | \$ 5 | \$ 5 |
| | Total Revenues | \$ - | \$ - | \$ 1,405 | \$ 1,505 |

Expenditures

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|---------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 29-5-40-5508 | Truancy Prevention | \$ - | \$ - | \$ - | \$ 2,910 |
| | Total Services | \$ - | \$ - | \$ - | \$ 2,910 |
| | Total Expenditures | \$ - | \$ - | \$ - | \$ 2,910 |

**Annual Budget
FY 2021**

Court Jury Fund

Revenues

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|-----------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 31-4511 | Fines & Fees | \$ - | \$ - | \$ 30 | \$ 35 |
| | Total Fines and Fees | \$ - | \$ - | \$ 30 | \$ 35 |
| 31-4611 | Interest Earnings | \$ - | \$ - | \$ - | \$ 2 |
| | Total Investments | \$ - | \$ - | \$ - | \$ 2 |
| | Total Revenues | \$ - | \$ - | \$ 30 | \$ 37 |

Expenditures

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|---------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 31-5-40-5507 | Juror Pay | \$ - | \$ - | \$ - | \$ 67 |
| | Total Services | \$ - | \$ - | \$ - | \$ 67 |
| | Total Expenditures | \$ - | \$ - | \$ - | \$ 67 |

**Hotel/Motel Fund
Budget Summary
FY 2021**

| | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget | Percent of Budget | % Change from FY 2020 Budget |
|--|---------------------------|---------------------------|------------------------------|---------------------------|------------------------------|---|
| Revenues | | | | | | |
| Occupancy Taxes | \$ 554,457 | \$ 530,000 | \$ 342,430 | \$ 360,170 | 85.92% | -32.04% |
| Investment Income | 93,428 | 90,000 | 57,405 | 59,006 | 14.08% | -34.44% |
| Miscellaneous Income | - | - | (5) | - | | NA |
| Other Financing Sources | 12,289 | - | - | - | | NA |
| Total Revenues | <u>660,174</u> | <u>620,000</u> | <u>399,830</u> | <u>419,176</u> | <u>100.00%</u> | <u>-32.39%</u> |
| Operating Expenditures | | | | | | |
| Personnel | 204,581 | 270,200 | 236,656 | 314,066 | 52.54% | 16.23% |
| Supplies | 14,213 | 22,310 | 8,488 | 13,550 | 2.27% | -39.26% |
| Repairs & Maintenance | 80,654 | 58,511 | 58,537 | 111,017 | 18.57% | 89.74% |
| Professional Services | 2,900 | 45,744 | 45,862 | 47,220 | 7.90% | 3.23% |
| Services | 193,675 | 112,864 | 44,738 | 111,957 | 18.73% | -0.80% |
| Total Operating Expenditures | <u>496,023</u> | <u>509,629</u> | <u>394,281</u> | <u>597,810</u> | <u>100.01%</u> | <u>17.30%</u> |
| Non-Operating Expenditures | | | | | | |
| Transfers Out | 185,500 | - | - | - | 0.00% | NA |
| Total Non-Operating Expenditures | <u>185,500</u> | <u>-</u> | <u>-</u> | <u>-</u> | <u>0.00%</u> | <u>NA</u> |
| Total Expenses | <u>681,523</u> | <u>509,629</u> | <u>394,281</u> | <u>597,810</u> | <u>100.01%</u> | <u>17.30%</u> |
| Net Change In Fund Balance | <u>\$ (21,349)</u> | <u>\$ 110,371</u> | <u>\$ 5,549</u> | <u>(178,634)</u> | | |
| Projected Fund Balance, Beginning | | | | <u>1,743,126</u> | | |
| Projected Fund Balance, Ending | | | | <u>\$ 1,564,492</u> | | |
| Minimum Fund Balance | | | | <u>\$ 149,453</u> | | |
| Projected Fund Balance in Excess of Minimum | | | | <u>\$ 1,415,040</u> | | |

Decrease in fund balance is planned, and results from the use of fund balance to compensate for reduced revenues due to the COVID-19 pandemic and increased maintenance expenditures to upgrade the facilities which have deteriorated over the years.

Hotel/Motel Fund Revenues

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--------------------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 40-4133 | Occupancy Tax | \$ 554,457 | \$ 530,000 | \$ 342,430 | \$ 360,170 |
| | Total Taxes | \$ 554,457 | \$ 530,000 | \$ 342,430 | \$ 360,170 |
| 40-4611 | Interest Earned | \$ 29,808 | \$ 25,000 | \$ 25,736 | \$ 25,736 |
| 40-4621 | Civic Center Rentals | \$ 63,620 | \$ 65,000 | \$ 31,669 | \$ 33,270 |
| | Total Investment Income | \$ 93,428 | \$ 90,000 | \$ 57,405 | \$ 59,006 |
| 40-4712 | Cash Over/Short | \$ - | \$ - | \$ (5) | \$ - |
| | Total Miscellaneous Inome | \$ - | \$ - | \$ (5) | \$ - |
| 40-4922 | Insurance Proceeds | \$ 12,289 | | \$ - | \$ - |
| | Total Other Financing Sources | \$ 12,289 | \$ - | \$ - | \$ - |
| | Total Revenues | \$ 660,174 | \$ 620,000 | \$ 399,830 | \$ 419,176 |

Revenue Assumptions:

Hotel/Motel Fund revenues consist primarily of hotel room occupancy taxes. The current City hotel occupancy tax rate is 7%. This revenue stream is projected for each ensuing year using trend analysis and current quarterly receipts. Due to the COVID-19 pandemic and local and state stay-at-home orders, occupancy tax receipts dropped off dramatically in April 2020.

Description

Provides a clean, safe, and professional environment in the City's Civic Center which citizens, businesses, and organizations can gather. Hotel/Motel Fund:

- Provide support services to Hotel/Motel owners.
- Create and maintain relationships with local businesses and organizations within the City.
- Maintain and operate the Civic Center.
- Advertise rental opportunities available at the Civic Center.

Accomplishments

- Automated the rental payment process, eliminating the need for patrons to travel to City Hall for payment.
- Revised and streamlined the rental agreement contract and fee schedule, allowing for increased security and transparency.
- Replaced Civic Center roof that had been damaged by hail in 2017.
- Repaired and upgraded the facility's air conditioning units for modernization and safety purposes.
- Coordinated a job fair that was held at the Civic Center to reduce citizen unemployment and promote personal advancement.

Goals

- Increase the Civic Center's utilization, especially from area businesses, by improving the exterior appearance of the facility through manicured landscaping and new signage.
- Implement an aggressive advertising campaign to promote the Civic Center and City tourism.
- Create an after-event survey to generate constructive feedback for facility and operational improvements.
- Update the facility's IT system to allow for faster service and more online capabilities.

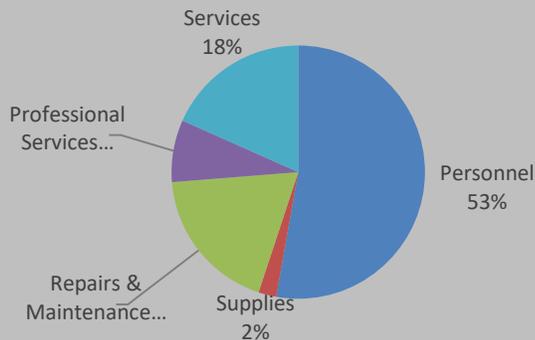
Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|-------------------|-------------------|-------------------|-------------------|
| Personnel | \$ 204,581 | \$ 270,200 | \$ 236,656 | \$ 314,066 |
| Supplies | \$ 14,213 | \$ 22,310 | \$ 8,488 | \$ 13,550 |
| Repairs & Maintenance | \$ 68,704 | \$ 58,403 | \$ 58,403 | \$ 111,017 |
| Professional Services | \$ 2,900 | \$ 45,744 | \$ 45,756 | \$ 47,220 |
| Services | \$ 193,675 | \$ 108,861 | \$ 41,904 | \$ 109,036 |
| Transfers Out | \$ 185,500 | \$ - | \$ - | \$ - |
| Total | \$ 669,573 | \$ 505,518 | \$ 391,207 | \$ 594,889 |

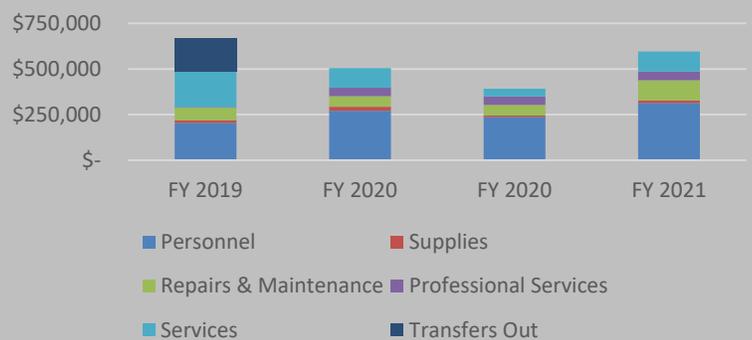
Staffing

| Position | FY 2019 Number | FY 2020 Number | FY 2020 Number |
|----------------------------|----------------|----------------|----------------|
| City Manager | - | 0.10 | 0.10 |
| Assistant City Manager/CFO | - | 0.05 | 0.05 |
| Assistant to City Manager | - | 0.80 | 0.80 |
| Civic Center Manager | 1.00 | 1.00 | 1.00 |
| Maintenance Worker | 3.00 | 2.75 | 2.75 |
| Total | 4.00 | 4.70 | 4.70 |

Department Expenditures



Department Expenditure History



Civic Center

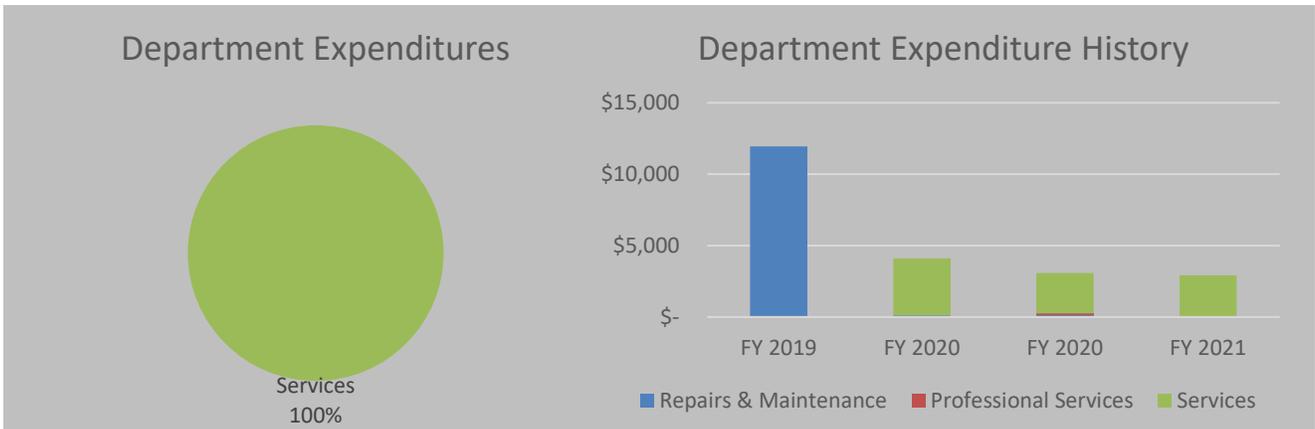
| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--|-------------------|-------------------|-------------------|-------------------|
| 40-5-81-5101 | Salaries-Administrative | \$ 413 | \$ 62,452 | \$ 18,328 | \$ 20,995 |
| 40-5-81-5102 | Salaries-Professional | \$ 714 | \$ - | \$ 46,494 | \$ 53,398 |
| 40-5-81-5103 | Salaries-Supervisory | \$ 960 | \$ - | \$ 38,742 | \$ 46,364 |
| 40-5-81-5104 | Salaries-Operations | \$ 150,847 | \$ 72,873 | \$ 65,957 | \$ 83,375 |
| 40-5-81-5110 | Overtime | \$ 1,297 | \$ - | \$ - | \$ 2,559 |
| 40-5-81-5112 | Longevity | \$ 2,780 | \$ 2,890 | \$ 1,390 | \$ 1,510 |
| 40-5-81-5113 | Certification/Education Pay | \$ - | \$ - | \$ 286 | \$ 416 |
| 40-5-81-5114 | Allowances | \$ 416 | \$ 499 | \$ 739 | \$ 930 |
| 40-5-81-5120 | FICA | \$ 11,679 | \$ 10,573 | \$ 13,403 | \$ 23,127 |
| 40-5-81-5124 | WC Insurance | \$ 2,588 | \$ 2,464 | \$ 2,842 | \$ 3,030 |
| 40-5-81-5130 | TMRS | \$ 14,188 | \$ 12,297 | \$ 14,595 | \$ 25,122 |
| 40-5-81-5151 | Group Insurance | \$ 18,699 | \$ 28,113 | \$ 33,880 | \$ 49,240 |
| 40-5-81-5160 | Pay Plan Costs | \$ - | \$ 11,555 | \$ - | \$ 4,000 |
| 40-5-81-5190 | New Personnel | \$ - | \$ 66,484 | \$ - | \$ - |
| | Total Personnel | \$ 204,581 | \$ 270,200 | \$ 236,656 | \$ 314,066 |
| 40-5-81-5201 | Office Supplies | \$ 282 | \$ 800 | \$ 500 | \$ 1,000 |
| 40-5-81-5202 | Computer Supplies | \$ - | \$ 500 | \$ - | \$ - |
| 40-5-81-5203 | Postage | \$ 79 | \$ 100 | \$ 223 | \$ 220 |
| 40-5-81-5204 | Clothing Supplies | \$ 4,499 | \$ 5,500 | \$ 900 | \$ 600 |
| 40-5-81-5205 | Janitorial Supplies | \$ 6,768 | \$ 6,000 | \$ 6,000 | \$ 6,000 |
| 40-5-81-5207 | Fuel | \$ 146 | \$ 210 | \$ 205 | \$ 230 |
| 40-5-81-5210 | Tools & Other Supplies | \$ 475 | \$ 5,100 | \$ - | \$ 2,500 |
| 40-5-81-5213 | Chemical Supplies | \$ - | \$ - | \$ 500 | \$ 500 |
| 40-5-81-5215 | Small Equipment | \$ 1,645 | \$ 4,100 | \$ - | \$ 2,000 |
| 40-5-81-5230 | Employee Testing | \$ 319 | \$ - | \$ 160 | \$ 500 |
| | Total Supplies | \$ 14,213 | \$ 22,310 | \$ 8,488 | \$ 13,550 |
| 40-5-81-5301 | Building Maintenance | \$ 68,660 | \$ 56,880 | \$ 56,880 | \$ 100,000 |
| 40-5-81-5307 | Sign Maintenance | \$ - | \$ - | \$ - | \$ 10,000 |
| 40-5-81-5322 | Vehicle Maintenance | \$ - | \$ 500 | \$ 500 | \$ 500 |
| 40-5-81-5323 | Computer System Maintenance | \$ 44 | \$ 1,023 | \$ 1,023 | \$ 517 |
| | Total Repairs & Maintenance | \$ 68,704 | \$ 58,403 | \$ 58,403 | \$ 111,017 |
| 40-5-81-5403 | Accounting Services | \$ - | \$ 20,000 | \$ 20,012 | \$ 20,000 |
| 40-5-81-5406 | Information Technology Services | \$ 2,900 | \$ 744 | \$ 744 | \$ 2,220 |
| 40-5-81-5499 | Community Festival | \$ - | \$ 25,000 | \$ 25,000 | \$ 25,000 |
| | Total Professional Services | \$ 2,900 | \$ 45,744 | \$ 45,756 | \$ 47,220 |
| 40-5-81-5501 | Electric Services | \$ 11,819 | \$ 12,566 | \$ 12,142 | \$ 12,178 |
| 40-5-81-5502 | Communication Services | \$ 7,520 | \$ 7,596 | \$ 8,550 | \$ 8,640 |
| 40-5-81-5503 | Gas Services | \$ 1,842 | \$ 1,850 | \$ 1,390 | \$ 1,460 |
| 40-5-81-5504 | Internet Services | \$ 536 | \$ 780 | \$ 790 | \$ 840 |
| 40-5-81-5511 | Insurance-General Liability | \$ - | \$ 190 | \$ 187 | \$ 144 |
| 40-5-81-5512 | Insurance-Errors & Omissions | \$ - | \$ 320 | \$ 314 | \$ 272 |
| 40-5-81-5515 | Insurance-Auto | \$ - | \$ 1,445 | \$ 1,352 | \$ 1,379 |
| 40-5-81-5517 | Insurance-Property | \$ - | \$ 2,214 | \$ 2,179 | \$ 2,223 |
| 40-5-81-5521 | Advertising/Marketing | \$ 169,458 | \$ 80,900 | \$ 15,000 | \$ 80,900 |
| 40-5-81-5531 | Equipment Rental | \$ - | \$ 1,000 | \$ - | \$ 1,000 |
| 40-5-81-5542 | Dues | \$ 2,500 | \$ - | \$ - | \$ - |
| | Total Services | \$ 193,675 | \$ 108,861 | \$ 41,904 | \$ 109,036 |
| 40-5-81-5910 | Administrative Charges | \$ 185,500 | \$ - | \$ - | \$ - |
| | Total Transfers Out | \$ 185,500 | \$ - | \$ - | \$ - |
| | | | | | |
| | Total Expenditures | \$ 669,573 | \$ 505,518 | \$ 391,207 | \$ 594,889 |

**Annual Budget
FY 2021**

**General Fund
Community Services
Senior Center**

Expenditure Summary

| Classification | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|---------------------------|---------------------------|------------------------------|---------------------------|
| Repairs & Maintenance | \$ 11,950 | \$ 108 | \$ 134 | \$ - |
| Professional Services | \$ - | \$ - | \$ 106 | \$ - |
| Services | \$ - | \$ 4,003 | \$ 2,834 | \$ 2,921 |
| Total | \$ 11,950 | \$ 4,111 | \$ 3,074 | \$ 2,921 |



**Annual Budget
FY 2021**

**General Fund
Community Services
Senior Center**

Community Services - Senior Center

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--|-----------------------|-----------------------|--------------------------|-----------------------|
| 40-5-82-5301 | Building Maintenance | \$ 11,950 | \$ 108 | \$ 134 | \$ - |
| | Total Repairs & Maintenance | \$ 11,950 | \$ 108 | \$ 134 | \$ - |
| 40-5-82-5403 | Accounting Services | \$ - | \$ - | \$ 106 | \$ - |
| | Total Professional Services | \$ - | \$ - | \$ 106 | \$ - |
| 40-5-82-5501 | Electric Services | \$ - | \$ 1,954 | \$ 1,700 | \$ 1,871 |
| 40-5-82-5502 | Communications Service | \$ - | \$ 900 | \$ 120 | \$ - |
| 40-5-82-5503 | Gas Service | \$ - | \$ 810 | \$ 680 | \$ 710 |
| 40-5-82-5517 | Insurance-Property | \$ - | \$ 339 | \$ 334 | \$ 340 |
| | Total Services | \$ - | \$ 4,003 | \$ 2,834 | \$ 2,921 |
| | | | | | |
| | Total Senior Center | \$ 11,950 | \$ 4,111 | \$ 3,074 | \$ 2,921 |



CAPITAL OUTLAY

Capital outlay is the expenditure of funds for the acquisition of or addition to a government's fixed assets. **Fixed assets** are long-lived tangible assets including buildings and improvements, equipment, vehicles, land, and infrastructure. **Infrastructure assets** are public domain fixed assets such as roads, bridges, streets, drainage systems, water mains, and similar assets that are immovable and of value only to the government.

The City of Bellmead capital outlay requirements can be grouped into three broad categories:

1. Those of a recurring or repetitive nature;
2. Those of a one-time or non-recurring nature; and
3. Infrastructure.

An example of recurring capital outlay would be vehicles, which must be regularly replaced. This type of capital outlay will be scheduled according to a rolling replacement list that will be developed by staff and fleet maintenance. The schedule will be reviewed and revised each year during the budget process to determine which items will be funded in the budget.

One-time or non-recurring capital outlay expenditures are requested by department heads and must be justified on the basis of need, cost, and improvement of service level or operations. Department heads must rank these types of items in order of importance in making their budget request. A list of capital outlay budgeted out of operating funds for FY 2020 appears on the immediately following pages.

Standard capitalization thresholds for assets have been established for each asset class.

Capitalization Thresholds

| Class of Asset | Threshold | Residual Value |
|-----------------------------------|----------------|----------------|
| Land/land improvements | Capitalize All | N/A |
| Buildings/building improvements | \$100,000 | 10% |
| Facilities and other improvements | \$100,000 | 10% |
| Infrastructure | \$100,000 | 10% |
| Personal property (equipment) | \$ 5,000 | 10% |

CITY OF BELLMEAD
Capital Outlay from Operating Funds
FY 2021

| Department/Division | Amount | Priority | New | Replacement | Operating Costs |
|---|------------------|----------|-----|-------------|---|
| GENERAL FUND | | | | | |
| <u>10-73: Public Works - Parks</u> | | | | | |
| Zero Turn Mower | \$ 10,000 | 1 | | ✓ | Decrease in maintenance costs, increase in insurance costs |
| Total General Fund | \$ 10,000 | | | | |

CITY OF BELLMEAD
Combined Annual Budget Summary
Capital Projects Funds
FY 2021

| | FY 2019 | FY 2020 | FY 2020 | FY 2021 |
|---|---------------------|-----------------------|-------------------|--------------------|
| | Actuals | Budget | Estimated | Budget |
| Revenues | | | | |
| Governmental Grants Capital Projects Fund | \$ 901,474 | \$ 1,148,500 | \$ 1,035,367 | \$ - |
| Water/Sewer Capital Projects Fund | 60,845 | - | 395,404 | 4,101,500 |
| 2014 Certificates of Obligation - Gov Portion | 160,144 | - | 11,000 | 7,500 |
| Governmental Capital Projects Fund | - | - | 298,833 | - |
| 2014 Certificates of Obligation - WS Portion | 5,596,119 | 2,475,432 | 1,535,000 | 975,432 |
| Total Revenues | 6,718,582 | 3,623,932 | 3,275,604 | 5,084,432 |
| Non-Operating Expenditures | | | | |
| Governmental Grants Capital Projects Fund | 210,760 | 1,084,718 | 1,050,182 | 180,680 |
| Water/Sewer Capital Projects Fund | - | - | - | 4,057,749 |
| 2014 Certificates of Obligation - Gov Portion | 2,952,632 | 1,417,569 | 16,557 | 1,061,658 |
| Governmental Capital Projects Fund | - | - | - | 298,833 |
| 2014 Certificates of Obligation - WS Portion | 312,714 | 8,100,000 | 1,641,519 | 6,152,318 |
| Total Non-Operating Expenditures | 3,476,106 | 10,602,287 | 2,708,258 | 11,751,238 |
| Total Expenditures | 3,476,106 | 10,602,287 | 2,708,258 | 11,751,238 |
| Net Change in Fund Balance | \$ 3,242,476 | \$ (6,978,355) | \$ 567,346 | (6,666,806) |
| Fund Balance, Beginning | | | | 7,166,806 |
| Fund Balance, Ending | | | | \$ 500,000 |

**Annual Budget
FY 2021**

Governmental Grants Capital Projects Fund

Revenues

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--------------------------------|-------------------|---------------------|---------------------|----------------|
| 19-4313 | Grant Revenue | \$ - | \$ 803,950 | \$ 1,032,367 | \$ - |
| | Total Intergovernmental | \$ - | \$ 803,950 | \$ 1,032,367 | \$ - |
| 19-4611 | Interest Earned | \$ - | \$ - | \$ 3,000 | \$ - |
| | Total Interest | \$ - | \$ - | \$ 3,000 | \$ - |
| 19-4360 | Transfer From fund 60 | \$ 901,474 | \$ 344,550 | \$ - | \$ - |
| | Total Transfers In | \$ 901,474 | \$ 344,550 | \$ - | \$ - |
| | Total Revenues | \$ 901,474 | \$ 1,148,500 | \$ 1,035,367 | \$ - |

Expenditures

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|------------------------------------|-------------------|---------------------|---------------------|-------------------|
| 19-5-20-5408 | Consulting Services | \$ - | \$ - | \$ - | \$ 12,000 |
| 19-5-71-5402 | Engineering Services | \$ 196,076 | \$ - | \$ - | \$ - |
| 19-5-71-5403 | Accounting Services | \$ 3,500 | \$ 3,500 | \$ 3,500 | \$ 3,500 |
| 19-5-41-5404 | Legal Fees | \$ - | \$ - | \$ 842 | \$ - |
| 19-5-71-5407 | Administration Services | \$ 7,600 | \$ 7,600 | \$ 7,600 | \$ - |
| | Total Professional Services | \$ 207,176 | \$ 11,100 | \$ 11,942 | \$ 15,500 |
| 19-5-71-5702 | Infrastructure | \$ 3,584 | \$ 1,073,618 | \$ 895,045 | \$ - |
| 19-5-71-5703 | Engineering Services | \$ - | \$ - | \$ 143,195 | \$ 75,000 |
| 19-5-71-5799 | Grant Projects | \$ - | \$ - | \$ - | \$ 90,180 |
| | Total Capital | \$ 3,584 | \$ 1,073,618 | \$ 1,038,240 | \$ 165,180 |
| | Total Expenditures | \$ 210,760 | \$ 1,084,718 | \$ 1,050,182 | \$ 180,680 |



**Annual Budget
FY 2021**

Water/Sewer Capital Projects Fund

Revenues

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|-----------------------------------|------------------|----------------|-------------------|---------------------|
| 22-4611 | Interest | \$ - | \$ - | \$ 1,500 | \$ 1,500 |
| | Total Investments | \$ - | \$ - | \$ 1,500 | \$ 1,500 |
| 22-4711 | Misc. Income | \$ - | \$ - | \$ 393,904 | \$ - |
| | Total Miscellaneous Income | \$ - | \$ - | \$ 393,904 | \$ - |
| 22-4920 | Transfer From WS Fund | \$ 60,845 | \$ - | \$ - | \$ 3,100,000 |
| 22-4935 | Transfer From Fund 35 | \$ - | \$ - | \$ - | \$ 1,000,000 |
| | Total Transfers In | \$ 60,845 | \$ - | \$ - | \$ 4,100,000 |
| | Total Revenues | \$ 60,845 | \$ - | \$ 395,404 | \$ 4,101,500 |

Expenses

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|---------------------------|----------------|----------------|-------------------|---------------------|
| 22-5-75-5702 | Infrastructure | \$ - | \$ - | \$ - | \$ 3,207,804 |
| 22-5-75-5705 | Machinery & Equipment | \$ - | \$ - | \$ - | \$ 90,000 |
| 22-5-75-5706 | Vehicles | \$ - | \$ - | \$ - | \$ 249,945 |
| 22-5-76-5705 | Machinery & Equipment | \$ - | \$ - | \$ - | \$ 130,000 |
| 22-5-76-5706 | Vehicles | \$ - | \$ - | \$ - | \$ 380,000 |
| | Total Capital | \$ - | \$ - | \$ - | \$ 4,057,749 |
| | Total Expenditures | \$ - | \$ - | \$ - | \$ 4,057,749 |

Capital Equipment

| Account Number/Description | Amount | Priority | New | Replacement | Impact on Operating Budget | Operating Costs |
|----------------------------|-------------------|----------|-----|-------------|----------------------------|--|
| <u>22-5-75-5705</u> | | | | | | |
| 4x4 Backhoe | \$ 90,000 | 1 | | ✓ | \$ (5,000) | Decrease in maintenance costs, increase in insurance costs |
| <u>22-5-75-5706</u> | | | | | | |
| 12 Yard Dump Truck | \$ 103,445 | 1 | | ✓ | | Decrease in maintenance costs, increase in insurance costs |
| 3/4 T Pickup 4x4 | \$ 40,000 | 2 | | ✓ | \$ (4,500) | Decrease in maintenance costs, increase in insurance costs |
| 3/4 T Crew Cab Pickup | \$ 36,000 | 3 | | ✓ | \$ (2,800) | Decrease in maintenance costs, increase in insurance costs |
| Three (3) Pickups | \$ 70,500 | 4 | | ✓ | \$ (7,500) | Decrease in maintenance costs, increase in insurance costs |
| <u>22-5-76-5705</u> | | | | | | |
| Trailer Mounted Jet Rodder | \$ 40,000 | 1 | | ✓ | \$ (3,000) | Decrease in maintenance costs, increase in insurance costs |
| 4x4 Backhoe | \$ 90,000 | 2 | | ✓ | \$ (6,000) | Decrease in maintenance costs, increase in insurance costs |
| <u>22-5-76-5706</u> | | | | | | |
| Vactor Truck | \$ 380,000 | 1 | | ✓ | \$ (10,000) | Decrease in maintenance costs, increase in insurance costs |
| Total | \$ 849,945 | | | | \$ (38,800) | |

**Annual Budget
FY 2021**

2014 Certificates of Obligation - Gov Portion

Revenues

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|--------------------------------------|-------------------|----------------|-------------------|-----------------|
| 60-4611 | Interest Earned | \$ 60,144 | \$ - | \$ 11,000 | \$ 7,500 |
| | Total Investment Income | \$ 60,144 | \$ - | \$ 11,000 | \$ 7,500 |
| 60-4921 | Sale of Assets | \$ 100,000 | \$ - | \$ - | \$ - |
| | Total Other Financing Sources | \$ 100,000 | \$ - | \$ - | \$ - |
| | Total Revenues | \$ 160,144 | \$ - | \$ 11,000 | \$ 7,500 |

Expenditures

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|----------------|----------------------------|---------------------|---------------------|-------------------|---------------------|
| 60-5-61-5210 | Tools & Other Supplies | \$ 4,107 | \$ - | \$ - | \$ - |
| | Total Supplies | \$ 4,107 | \$ - | \$ - | \$ - |
| 60-5-51-5700 | Capital | \$ 22,883 | \$ - | \$ - | \$ - |
| 60-5-51-5706 | Vehicles | \$ - | \$ - | \$ - | \$ 29,352 |
| 60-5-61-5706 | Vehicles | \$ 2,024,168 | \$ 97,587 | \$ 16,557 | \$ 51,874 |
| | Total Capital | \$ 2,047,051 | \$ 97,587 | \$ 16,557 | \$ 81,226 |
| 60-5-61-5925 | Transfer to Fund 25 | \$ - | \$ - | \$ - | \$ 5,000 |
| 60-5-71-5919 | Transfer to Fund 19 | \$ 901,474 | \$ 344,550 | \$ - | \$ - |
| 60-5-71-5965 | Transfer to Fund 65 | \$ - | \$ 975,432 | \$ - | \$ 975,432 |
| | Total Transfers Out | \$ 901,474 | \$ 1,319,982 | \$ - | \$ 980,432 |
| | Total Expenditures | \$ 2,952,632 | \$ 1,417,569 | \$ 16,557 | \$ 1,061,658 |

Capital Equipment

| Account Number/Description | Amount | Priority | New | Replacement | Impact on Operating Budget | Operating Costs |
|----------------------------|------------------|----------|-----|-------------|----------------------------|---|
| <u>60-5-51-5706</u> | | | | | | |
| Investigator's Vehicle | \$ 29,352 | 1 | | ✓ | \$ (5,000) | Decrease in maintenance costs, increase in insurance costs |
| <u>60-5-61-5706</u> | | | | | | |
| Fire Command Vehicle | \$ 51,874 | 1 | | ✓ | \$ (10,000) | Decrease in maintenance costs, increase in insurance costs |
| Total | \$ 81,226 | | | | \$ (15,000) | |

**Annual Budget
FY 2021**

Governmental Capital Projects Fund

Revenues

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--------------------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 61-4910 | Transfer From General Fund | \$ - | \$ - | \$ 298,833 | \$ - |
| | Total Other Financing Sources | \$ - | \$ - | \$ 298,833 | \$ - |
| | Total Revenues | \$ - | \$ - | \$ 298,833 | \$ - |

Expenditures

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|---------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 61-5-51-5706 | Vehicles | \$ - | \$ - | \$ - | \$ 204,000 |
| 61-5-51-5708 | Computer Equipment | \$ - | \$ - | \$ - | \$ 30,000 |
| 61-5-51-5799 | Other Capital Equipment | \$ - | \$ - | \$ - | \$ 64,833 |
| | Total Capital | \$ - | \$ - | \$ - | \$ 298,833 |
| | Total Expenditures | \$ - | \$ - | \$ - | \$ 298,833 |

Capital Equipment

| Account Number/Description | Amount | Priority | New | Replacement | Operating Costs |
|----------------------------|-------------------|----------|-----|-------------|---|
| <u>61-5-51-5706</u> | | | | | |
| Three (3) Patrol Vehicles | \$ 204,000 | 1 | | ✓ | Decrease in maintenance costs, increase in insurance costs |
| <u>61-5-51-5708</u> | | | | | |
| AXON In-Car Video System | \$ 30,000 | 1 | | ✓ | |
| Total | \$ 234,000 | | | | |

**Annual Budget
FY 2021**

2014 Certificates of Obligation - WS Portion

Revenues

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|--------------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 65-4611 | Interest | \$ 34,916 | \$ - | \$ 35,000 | \$ - |
| | Total Investment Income | \$ 34,916 | \$ - | \$ 35,000 | \$ - |
| 65-4920 | Transfer from Fund 20 | \$ 4,361,203 | \$ - | \$ - | \$ - |
| 65-4930 | Transfer from Fund 30 | \$ 1,200,000 | \$ - | \$ - | \$ - |
| 65-4935 | Transfer from Fund 35 | \$ - | \$ 1,500,000 | \$ 1,500,000 | \$ - |
| 65-4960 | Transfer from Fund 60 | \$ - | \$ 975,432 | \$ - | \$ 975,432 |
| | Total Transfers In | \$ 5,561,203 | \$ 2,475,432 | \$ 1,500,000 | \$ 975,432 |
| | Total Revenues | \$ 5,596,119 | \$ 2,475,432 | \$ 1,535,000 | \$ 975,432 |

Expenditures

| Account Number | Account Name | FY 2019 Actual | FY 2020 Budget | FY 2020 Estimated | FY 2021 Budget |
|-----------------------|----------------------------|-----------------------|-----------------------|--------------------------|-----------------------|
| 65-5-75-5712 | Water Tower | \$ - | \$ - | \$ 1,637,278 | \$ 205,000 |
| 65-5-75-5731 | Storage Coating Systems | \$ - | \$ - | \$ - | \$ - |
| 65-5-75-5701 | Land | \$ - | \$ - | \$ - | \$ - |
| 65-5-75-5799 | Other Projects | \$ - | \$ - | \$ - | \$ 947,318 |
| 65-5-76-5721 | Sewer Interceptor | \$ - | \$ 8,100,000 | \$ 4,241 | \$ 5,000,000 |
| | Total Capital | \$ - | \$ 8,100,000 | \$ 1,641,519 | \$ 6,152,318 |
| 65-5-76-5920 | Transfer to Fund 20 | \$ 312,714 | \$ - | \$ - | \$ - |
| | Total Transfers Out | \$ 312,714 | \$ - | \$ - | \$ - |
| | Total Expenditures | \$ 312,714 | \$ 8,100,000 | \$ 1,641,519 | \$ 6,152,318 |

City of Bellmead
Capital Improvements Program Budget
FY 2021-2025

| | | | |
|-----------------------------|--------------------|-------------------|--------------|
| Project Name | Water Tower | Priority # | 1 |
| Project Status | Continuing Project | Department | Public Works |
| CCMR # | 2019-54 | Division | Water |
| Construction FY | 2020 | Account # | Fund 65 |
| Estimated Start | | Requestor | City Manager |
| Estimated Completion | November 2020 | | |

Describe/justify the project and explain how it ties into the City's mission.

The current elevated tank at Parrish Street is currently 70 years old and holds 250,000 gallons of water. The new tank currently underway will hold 500,000 gallons allowing for increased water capacity as the City grows.



| FUNDING SOURCES | | | | | | |
|---------------------------------|------------|---------|---------|---------|---------|--------------|
| Source | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 5 Year Total |
| 2014 Certificates of Obligation | \$ 205,000 | | | | | \$ 205,000 |
| | | | | | | 0 |
| | | | | | | 0 |
| | | | | | | 0 |
| Total | \$ 205,000 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 205,000 |

| PROJECT COSTS BUDGET | | | | | | | | |
|----------------------|----------------------------------|------------|---------|---------|---------|---------|-----------------------|--------------------|
| Components | Projected Cost Through 9/30/2020 | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | FY 2026 to Completion | Total Project Cost |
| Design/Engineering | \$ 125,500 | \$ 5,000 | | | | | | \$ 130,500 |
| Property Acquisition | | | | | | | | 0 |
| Construction | 1,539,125 | 200,000 | | | | | | 1,739,125 |
| Equipment | | | | | | | | 0 |
| Other | | | | | | | | 0 |
| Total | \$ 1,664,625 | \$ 205,000 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 1,869,625 |

| ANNUAL OPERATING IMPACT | | | | | | | |
|-------------------------|------------|-----------|-----------|-----------|-----------|--------------|-----------------------------|
| Description | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 5 Year Total | Other |
| Personnel | -\$ 1,000 | -\$ 1,030 | -\$ 1,061 | -\$ 1,093 | -\$ 1,126 | -\$ 5,310 | Project Type: Non-Recurring |
| Operating | -35,000 | | | | | -35,000 | |
| Capital Outlay | | | | | | 0 | |
| Total | -\$ 36,000 | -\$ 1,030 | -\$ 1,061 | -\$ 1,093 | -\$ 1,126 | -\$ 40,310 | Project #: |

Notes:

**City of Bellmead
Capital Improvements Program Budget
FY 2021-2025**

| | | | |
|-----------------------------|--------------------|-------------------|--------------|
| Project Name | Sewer Interceptor | Priority # | 2 |
| Project Status | Continuing Project | Department | Public Works |
| CCMR # | | Division | Sewer |
| Construction FY | FY 2022 | Account # | Fund 65 |
| Estimated Start | FY 2022 | Requestor | City Manager |
| Estimated Completion | FY 2028 | | |

Describe/justify the project and explain how it ties into the City's mission.

The sewer interceptor project will provide capacity for a large area of the City which is not currently served as well as an under served area in which the infrastructure is insufficient. The project will be a great boost to the local economy and open a large area of the City which is ideal for future commercial development.

This is a \$28 million joint project with the City of Waco \$19,250,000; City of Lacy Lakeview \$1,475,000, and the Texas State Technical College \$1,500,000.

| FUNDING SOURCES | | | | | | |
|---|--------------|--------------|---------|---------|---------|--------------|
| Source | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 5 Year Total |
| 2014 Certificates of Obligation | \$ 1,630,000 | | | | | \$ 1,630,000 |
| Bellmead Economic Development Corporation | | 2,700,000 | | | | 2,700,000 |
| | | | | | | 0 |
| | | | | | | 0 |
| | | | | | | 0 |
| Total | \$ 1,630,000 | \$ 2,700,000 | \$ 0 | \$ 0 | \$ 0 | \$ 4,330,000 |

| PROJECT COSTS BUDGET | | | | | | | | |
|----------------------|----------------------------------|------------|--------------|------------|------------|---------|-----------------------|--------------------|
| Components | Projected Cost Through 9/30/2020 | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | FY 2026 to Completion | Total Project Cost |
| Design/Engineering | \$ 358,381 | | | | | | | \$ 358,381 |
| Property Acquisition | 312,714 | 670,000 | | | | | | 982,714 |
| Construction | | | 2,670,000 | 700,000 | 670,000 | | 290,000 | 4,330,000 |
| Equipment | | | | | | | | 0 |
| Other | | | | | | | | 0 |
| Total | \$ 671,095 | \$ 670,000 | \$ 2,670,000 | \$ 700,000 | \$ 670,000 | \$ 0 | \$ 290,000 | \$ 5,671,095 |

| ANNUAL OPERATING IMPACT | | | | | | | |
|-------------------------|------------|------------|------------|------------|------------|--------------|-----------------------------|
| Description | FY 2021 | FY 2022 | FY 2023 | FY 2024 | FY 2025 | 5 Year Total | Other |
| Personnel | -\$ 33,276 | -\$ 34,274 | -\$ 26,477 | -\$ 27,271 | -\$ 21,067 | -\$ 142,365 | Project Type: Non-Recurring |
| Operating | -22,772 | -23,455 | -18,119 | -18,663 | -14,417 | -97,426 | |
| Capital Outlay | | | | | | 0 | |
| Total | -\$ 56,048 | -\$ 57,729 | -\$ 44,596 | -\$ 45,934 | -\$ 35,484 | -\$ 239,791 | Project #: |

Notes:

Lift station personnel and operating costs will reduce by 50% or more due to the elimination of 4 lift stations over the next five years.

TAX INFORMATION

TAX RATE

All taxable property within the City is subject to the assessment, levy, and collection of a continuing, direct annual ad valorem tax sufficient to provide for the payment of principal and interest on all general obligation tax debt within the limits prescribed by law. Article XI, Section 5, of the Texas Constitution is applicable to the City and limits its maximum ad valorem tax rate to \$2.50 per \$100 assessed valuation for all City purposes. The City's FY 2021 rate is well this limit.

By each September 1, or as soon thereafter as practicable, the City Council adopts a tax rate per \$100 assessed valuation for the current year. The tax rate consists of two components: (1) a rate for funding of maintenance and operations expenditures, and (2) a rate for debt service.

STATE REQUIREMENTS

Under the State Tax Code, the City must annually calculate and publicize its "no-new-revenue tax rate" and "voter-approval tax rate". The City Council may not adopt a tax rate that produces more revenue than in the prior year until it has held a public hearing on the proposed revenue increase. The hearing is held following a published notice to the taxpayers and otherwise complying with the Tax Code. If the adopted tax rate exceeds the voter-approval tax rate, an election shall be held to determine whether to reduce the tax rate adopted for the current year to the voter-approval rate.

"No-new-revenue tax rate" means the rate that will produce last year's maintenance and operation tax levy (adjusted) from this year's values (adjusted). "Adjusted" means lost values are not included in the calculation of last year's taxes and new values are not included in this year's taxable values.

"Voter-approval tax rate" means the rate that will produce last year's maintenance and operation tax levy (adjusted) multiplied by 1.035 plus a rate that will produce this year's debt service from this year's values (unadjusted) divided by the anticipated tax collection rate.

PAYMENT OF TAXES

Current tax notices are mailed out in early October of each year. Current taxes are due by January 31 of each year and incur penalty and interest after that date. There is a 15% attorney fee added after July 1. The penalty and interest rates are as follows:

| <u>Month of Payment</u> | <u>Penalty</u> | <u>Interest</u> | <u>Total</u> |
|-------------------------|----------------|-----------------|--------------|
| February | 6% | 1% | 7% |
| March | 7% | 2% | 9% |
| April | 8% | 3% | 11% |
| May | 9% | 4% | 13% |
| June | 10% | 5% | 15% |
| July | 12% | 6% | 18% |

CITY OF BELLMEAD

Annual Budget

FY 2021

- Tax Structure -

| | | <u>% of Appraised</u> | <u>Taxes Lost</u> |
|-------------------------------------|------------------------------|-----------------------|--------------------|
| Total Appraised Value | \$ 586,601,366 | | |
| Less: Totally Exempt Property | \$ (75,524,745) | 12.87% | (\$285,373) |
| Cap on Homestead Increases | \$ (8,227,919) | 1.40% | (\$31,090) |
| Charitable Organizations | \$ (46,220) | 0.01% | (\$175) |
| Over 65 Exemptions | \$ (4,685,140) | 0.80% | (\$17,703) |
| Veterans' 100% HS Exemption | \$ (8,016,488) | 1.37% | (\$30,291) |
| Veterans' Partial Exemptions | \$ (923,874) | 0.16% | (\$3,491) |
| Pollution Control | \$ (6,050) | 0.00% | (\$23) |
| Solar | \$ (60,630) | 0.01% | (\$229) |
| Total Exemptions | \$ (97,491,066) | 16.62% | (\$368,374) |
| Net Taxable Value | <u>\$ 489,110,300</u> | 83.38% | |
| Tax Rate per \$100 Valuation | \$ 0.377854 | | |
| Estimated Tax Levy | <u>\$ 1,848,123</u> | | |
| Estimated Collections at 98% | <u>\$ 1,811,160</u> | | |

- Comparison of Taxable Value, Levy, and Rates -

| | FY 2018 | FY 2019 | FY 2020 | FY 2021 |
|-----------------------|--------------------|--------------------|--------------------|--------------------|
| Taxable Value | \$ 420,512,494 | \$ 454,827,358 | \$ 478,261,950 | \$ 489,110,300 |
| Maint & Oper Tax Rate | \$ 0.227640 | \$ 0.228781 | \$ 0.275518 | \$ 0.287381 |
| Debt Service Tax Rate | \$ 0.072350 | \$ 0.091218 | \$ 0.084481 | \$ 0.090473 |
| Total Tax Rate | \$ 0.299990 | \$ 0.319999 | \$ 0.359999 | \$ 0.377854 |
| Tax Levy | \$ 1,261,495 | \$ 1,455,443 | \$ 1,721,738 | \$ 1,848,123 |



Each \$1,000,000 of taxable valuation at 98% collection produces \$ 3,703

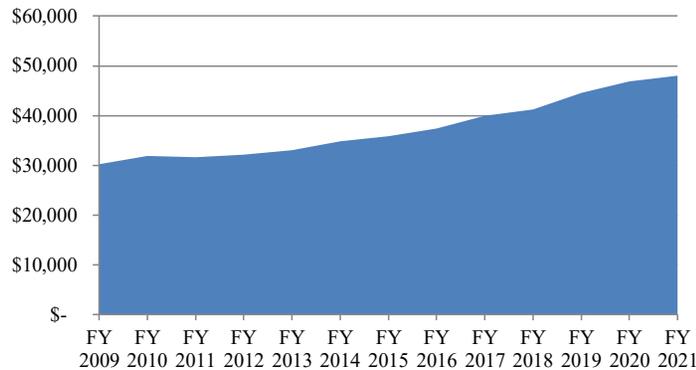


Each \$0.01 of tax at 98% collection produces \$ 47,933

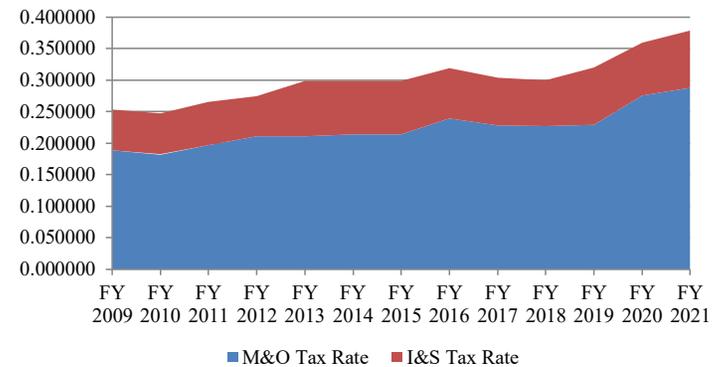
CITY OF BELLMEAD
Annual Budget
FY 2021
- HISTORICAL TAX DATA -

| Fiscal Year | Tax Year | M&O Tax | | Total Tax | | Appraised Value | Taxable Value | Tax Levy | Each \$0.01 of tax @ 98% collection |
|-------------|----------|----------|--------------|-----------|----------------|-----------------|---------------|-----------|-------------------------------------|
| | | Rate | I&S Tax Rate | Rate* | Rate* | | | | |
| FY 2009 | 2008 | 0.188720 | 0.064590 | 0.253310 | \$ 335,992,247 | \$ 308,924,786 | \$ 782,537 | \$ 30,275 | |
| FY 2010 | 2009 | 0.182080 | 0.064890 | 0.246970 | \$ 361,054,855 | \$ 325,553,912 | \$ 804,020 | \$ 31,904 | |
| FY 2011 | 2010 | 0.196930 | 0.068630 | 0.265560 | \$ 381,359,099 | \$ 323,436,875 | \$ 858,919 | \$ 31,697 | |
| FY 2012 | 2011 | 0.211140 | 0.063360 | 0.274500 | \$ 384,849,677 | \$ 328,284,022 | \$ 901,140 | \$ 32,172 | |
| FY 2013 | 2012 | 0.211100 | 0.087510 | 0.298610 | \$ 395,483,168 | \$ 337,419,716 | \$ 1,007,569 | \$ 33,067 | |
| FY 2014 | 2013 | 0.214190 | 0.084420 | 0.298610 | \$ 431,981,516 | \$ 356,138,881 | \$ 1,063,466 | \$ 34,902 | |
| FY 2015 | 2014 | 0.214410 | 0.084200 | 0.298610 | \$ 440,329,950 | \$ 365,356,062 | \$ 1,090,990 | \$ 35,805 | |
| FY 2016 | 2015 | 0.239000 | 0.079610 | 0.318610 | \$ 457,978,401 | \$ 381,613,115 | \$ 1,215,858 | \$ 37,398 | |
| FY 2017 | 2016 | 0.227990 | 0.075770 | 0.303760 | \$ 488,208,902 | \$ 407,683,002 | \$ 1,238,378 | \$ 39,953 | |
| FY 2018 | 2017 | 0.227640 | 0.072350 | 0.299990 | \$ 472,798,926 | \$ 420,512,494 | \$ 1,261,495 | \$ 41,210 | |
| FY 2019 | 2018 | 0.228781 | 0.091218 | 0.319999 | \$ 531,139,947 | \$ 454,827,358 | \$ 1,455,443 | \$ 44,573 | |
| FY 2020 | 2019 | 0.275518 | 0.084481 | 0.359999 | \$ 588,097,023 | \$ 478,261,950 | \$ 1,721,738 | \$ 46,870 | |
| FY 2021 | 2020 | 0.287381 | 0.090473 | 0.377854 | \$ 586,601,366 | \$ 489,110,300 | \$ 1,848,123 | \$ 47,933 | |

Each \$0.01 of Tax @ 98% Collection



Total Tax Rate





BONDED DEBT

The cost of acquisition for large capital items and the construction of infrastructure sometimes exceed the amount of funding available from operating revenues and resources. When this occurs, the City may issue long-term debt obligations, typically bonds and certificates of obligation. These issues require greater legal formality than bank loans and some may also require voter approval.

TYPES OF DEBT

General obligation debt is backed by the full faith and credit of the City; in other words, the debt is guaranteed by a pledge of ad valorem taxes.

Revenue debt is payable from a specific source of revenue and does not affect the ad valorem tax rate. Revenue debt typically has a "coverage" requirement pursuant to the particular debt covenants. Coverage is the ratio of net pledged revenues to related debt service for a specific year.

Combination debt is backed by a cross-pledge of taxes and revenues from a specific source of revenue. The City's combination debt is repaid with a combination of ad valorem taxes, water and sewer revenues, and sales tax revenues.

Notes payable is the principal due on a formal written promise to pay between two entities.

A schedule of outstanding debt issues and debt service requirements appears on the immediately following pages.

DEBT LIMIT

No direct funded debt limitation is imposed on the City under current State law or the City Charter. Article XI, Section 5, of the Texas Constitution is applicable to the City, and limits its maximum ad valorem rate to \$2.50 per \$100 of assessed valuation for all City purposes. Administratively, the Attorney General of the State of Texas will permit allocation of \$1.25 of the maximum tax rate for general obligation debt service. The City's FY 2021 tax rate is well below all the aforementioned limits.

| | |
|---|--------------------------|
| Assessed Value, 2020 (FY 2021) Tax Roll | \$578,373,447 |
| Limit on Amount Designated for Debt Service | <u> x 1.25%</u> |
| Legal Debt Limit | \$ 7,229,668 |
| General Obligation Debt Service FY 2021 | \$ 433,994 |

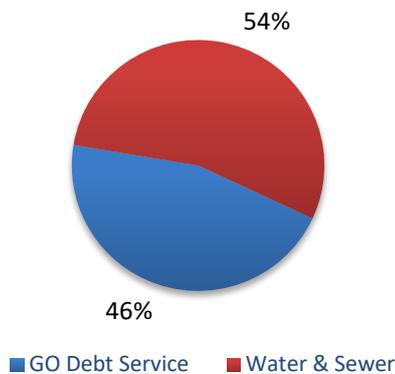
City of Bellmead Annual Budget FY 2021 City Wide Debt

| Issue | Maturity Date | ---Interest Rates--- | | Original Issue | Outstanding 10/01/20 |
|--------------------------|---------------|----------------------|-------|----------------------|----------------------|
| | | Low | High | | |
| 2014 CO's | 9/30/2034 | 2.00% | 3.75% | 8,500,000 | 6,810,000 |
| 2016 CO's | 9/30/2036 | 2.00% | 3.00% | 2,400,000 | 2,010,000 |
| 2018 CO's | 9/30/2038 | 3.00% | 5.00% | 1,995,000 | 1,865,000 |
| Total Bonded Debt | | | | \$ 12,895,000 | \$ 10,685,000 |

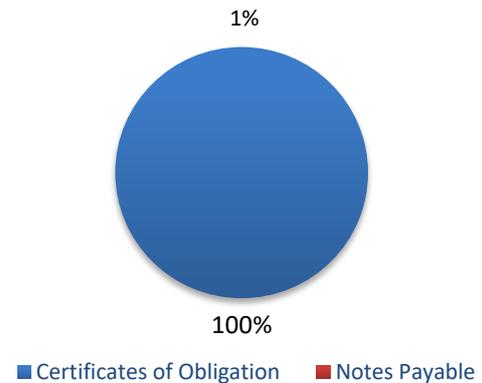
By Fund:

| Issue | Last Maturity Date | ---Interest Rates--- | | Original Issues | Outstanding 10/01/20 |
|--------------------------|--------------------|----------------------|-------|----------------------|----------------------|
| | | Low | High | | |
| GO Debt | 8/1/2039 | 2.00% | 5.00% | \$ 5,995,000 | \$ 4,880,000 |
| Water & Sewer | 8/15/2033 | 0.40% | 5.00% | 6,900,000 | 5,805,000 |
| Total Bonded Debt | | | | \$ 12,895,000 | \$ 10,685,000 |

Debt Outstanding - Fund



Debt Outstanding - Type



**City of Bellmead
Annual Budget
FY 2021
City Wide Debt
Schedule of Requirements**

| Fiscal Year | 2014 CO's | | 2016 CO's | | 2018 CO's | | Annual Totals | | |
|---------------|---------------------|---------------------|---------------------|-------------------|---------------------|-------------------|----------------------|---------------------|----------------------|
| | Principal | Interest | Principal | Interest | Principal | Interest | Principal | Interest | Total |
| FY 2021 | 405,000 | 202,637 | 105,000 | 55,000 | 90,000 | 70,763 | 600,000 | 328,400 | 928,400 |
| FY 2022 | 415,000 | 193,413 | 105,000 | 52,900 | 105,000 | 65,888 | 625,000 | 312,201 | 937,201 |
| FY 2023 | 425,000 | 183,697 | 105,000 | 50,800 | 75,000 | 61,388 | 605,000 | 295,885 | 900,885 |
| FY 2024 | 435,000 | 173,213 | 110,000 | 48,650 | 80,000 | 57,513 | 625,000 | 279,376 | 904,376 |
| FY 2025 | 440,000 | 161,725 | 110,000 | 45,900 | 85,000 | 53,388 | 635,000 | 261,013 | 896,013 |
| FY 2026 | 460,000 | 149,350 | 115,000 | 42,525 | 85,000 | 49,138 | 660,000 | 241,013 | 901,013 |
| FY 2027 | 470,000 | 135,975 | 120,000 | 39,000 | 90,000 | 44,763 | 680,000 | 219,738 | 899,738 |
| FY 2028 | 485,000 | 121,650 | 125,000 | 35,325 | 95,000 | 40,138 | 705,000 | 197,113 | 902,113 |
| FY 2029 | 500,000 | 106,563 | 125,000 | 31,575 | 100,000 | 36,263 | 725,000 | 174,401 | 899,401 |
| FY 2030 | 520,000 | 90,301 | 130,000 | 27,750 | 105,000 | 33,188 | 755,000 | 151,239 | 906,239 |
| FY 2031 | 530,000 | 72,576 | 135,000 | 23,775 | 105,000 | 30,038 | 770,000 | 126,389 | 896,389 |
| FY 2032 | 555,000 | 53,588 | 140,000 | 19,650 | 110,000 | 26,744 | 805,000 | 99,982 | 904,982 |
| FY 2033 | 575,000 | 33,094 | 140,000 | 15,450 | 115,000 | 23,156 | 830,000 | 71,700 | 901,700 |
| FY 2034 | 595,000 | 11,157 | 145,000 | 11,175 | 115,000 | 19,419 | 855,000 | 41,751 | 896,751 |
| FY 2035 | - | - | 150,000 | 6,750 | 120,000 | 15,600 | 270,000 | 22,350 | 292,350 |
| FY 2036 | - | - | 150,000 | 2,250 | 125,000 | 11,463 | 275,000 | 13,713 | 288,713 |
| FY 2037 | - | - | - | - | 130,000 | 7,000 | 130,000 | 7,000 | 137,000 |
| FY 2038 | - | - | - | - | 135,000 | 2,363 | 135,000 | 2,363 | 137,363 |
| Totals | \$ 6,810,000 | \$ 1,688,939 | \$ 2,010,000 | \$ 508,475 | \$ 1,865,000 | \$ 648,213 | \$ 10,685,000 | \$ 2,845,627 | \$ 13,530,627 |

**City of Bellmead
Annual Budget
FY 2021
General Obligation Debt
Schedule of Bonded Debt**

| Issue | Maturity Date | ---Interest Rates--- | | Original Issue | Outstanding 10/01/20 |
|--------------------------------------|------------------|----------------------|-------|---------------------|-------------------------|
| | | Low | High | | |
| 2014 CO's - GO Portion | 9/30/2034 | 2.00% | 3.75% | 4,000,000 | 3,015,000 |
| 2018 CO's | 9/30/2038 | 3.00% | 5.00% | 1,995,000 | 1,865,000 |
| Total General Obligation Debt | | | | \$ 5,995,000 | \$ 4,880,000 |

**City of Bellmead
Annual Budget
FY 2021
General Obligation Debt
Schedule of Requirements**

| Fiscal Year | 2014 CO's GO Portion | | 2018 CO's | | Annual Totals | | |
|---------------|-------------------------|-------------------|---------------------|-------------------|---------------------|---------------------|---------------------|
| | Principal | Interest | Principal | Interest | Principal | Interest | Total |
| FY 2021 | 180,000 | 89,731 | 90,000 | 70,763 | 270,000 | 160,494 | 430,494 |
| FY 2022 | 185,000 | 85,625 | 105,000 | 65,888 | 290,000 | 151,513 | 441,513 |
| FY 2023 | 185,000 | 81,347 | 75,000 | 61,388 | 260,000 | 142,735 | 402,735 |
| FY 2024 | 190,000 | 76,775 | 80,000 | 57,513 | 270,000 | 134,288 | 404,288 |
| FY 2025 | 195,000 | 71,719 | 85,000 | 53,388 | 280,000 | 125,107 | 405,107 |
| FY 2026 | 205,000 | 66,219 | 85,000 | 49,138 | 290,000 | 115,357 | 405,357 |
| FY 2027 | 210,000 | 60,250 | 90,000 | 44,763 | 300,000 | 105,013 | 405,013 |
| FY 2028 | 215,000 | 53,875 | 95,000 | 40,138 | 310,000 | 94,013 | 404,013 |
| FY 2029 | 220,000 | 47,213 | 100,000 | 36,263 | 320,000 | 83,476 | 403,476 |
| FY 2030 | 230,000 | 40,038 | 105,000 | 33,188 | 335,000 | 73,226 | 408,226 |
| FY 2031 | 235,000 | 32,188 | 105,000 | 30,038 | 340,000 | 62,226 | 402,226 |
| FY 2032 | 245,000 | 23,788 | 110,000 | 26,744 | 355,000 | 50,532 | 405,532 |
| FY 2033 | 255,000 | 14,719 | 115,000 | 23,156 | 370,000 | 37,875 | 407,875 |
| FY 2034 | 265,000 | 4,969 | 115,000 | 19,419 | 380,000 | 24,388 | 404,388 |
| FY 2035 | - | - | 120,000 | 15,600 | 120,000 | 15,600 | 135,600 |
| FY 2036 | - | - | 125,000 | 11,463 | 125,000 | 11,463 | 136,463 |
| FY 2037 | - | - | 130,000 | 7,000 | 130,000 | 7,000 | 137,000 |
| FY 2038 | - | - | 135,000 | 2,363 | 135,000 | 2,363 | 137,363 |
| Totals | \$ 3,015,000 | \$ 748,456 | \$ 1,865,000 | \$ 648,213 | \$ 4,880,000 | \$ 1,396,669 | \$ 6,276,669 |

**City of Bellmead
Annual Budget
FY 2021
Water & Sewer Debt
Schedule of Bonded Debt**

| Issue | Maturity Date | --Interest Rates-- | | Original Issue | Outstanding 10/01/20 |
|-----------------------------|--------------------------|---------------------------|-------------|---------------------------|---------------------------------|
| | | Low | High | | |
| 2014 CO's - Revenue Portion | 9/30/2034 | 2.00% | 3.75% | \$ 4,500,000 | \$ 3,795,000 |
| 2016 CO's | 9/30/2036 | 2.00% | 3.00% | \$ 2,400,000 | \$ 2,010,000 |
| Total Revenue Debt | | | | \$ 6,900,000 | \$ 5,805,000 |

**City of Bellmead
Annual Budget
FY 2021
Water & Sewer Debt
Schedule of Requirements**

| Fiscal Year | 2014 CO's Revenue Portion | | 2016 CO's | | Annual Totals | | |
|---------------|---------------------------|-------------------|---------------------|-------------------|---------------------|---------------------|---------------------|
| | Principal | Interest | Principal | Interest | Principal | Interest | Total |
| FY 2021 | 225,000 | 112,906 | 105,000 | 55,000 | 330,000 | 167,906 | 497,906 |
| FY 2022 | 230,000 | 107,788 | 105,000 | 52,900 | 335,000 | 160,688 | 495,688 |
| FY 2023 | 240,000 | 102,350 | 105,000 | 50,800 | 345,000 | 153,150 | 498,150 |
| FY 2024 | 245,000 | 96,438 | 110,000 | 48,650 | 355,000 | 145,088 | 500,088 |
| FY 2025 | 245,000 | 90,006 | 110,000 | 45,900 | 355,000 | 135,906 | 490,906 |
| FY 2026 | 255,000 | 83,131 | 115,000 | 42,525 | 370,000 | 125,656 | 495,656 |
| FY 2027 | 260,000 | 75,725 | 120,000 | 39,000 | 380,000 | 114,725 | 494,725 |
| FY 2028 | 270,000 | 67,775 | 125,000 | 35,325 | 395,000 | 103,100 | 498,100 |
| FY 2029 | 280,000 | 59,350 | 125,000 | 31,575 | 405,000 | 90,925 | 495,925 |
| FY 2030 | 290,000 | 50,263 | 130,000 | 27,750 | 420,000 | 78,013 | 498,013 |
| FY 2031 | 295,000 | 40,388 | 135,000 | 23,775 | 430,000 | 64,163 | 494,163 |
| FY 2032 | 310,000 | 29,800 | 140,000 | 19,650 | 450,000 | 49,450 | 499,450 |
| FY 2033 | 320,000 | 18,375 | 140,000 | 15,450 | 460,000 | 33,825 | 493,825 |
| FY 2034 | 330,000 | 6,188 | 145,000 | 11,175 | 475,000 | 17,363 | 492,363 |
| FY 2035 | - | - | 150,000 | 6,750 | 150,000 | 6,750 | 156,750 |
| FY 2036 | - | - | 150,000 | 2,250 | 150,000 | 2,250 | 152,250 |
| Totals | \$ 3,795,000 | \$ 940,483 | \$ 2,010,000 | \$ 508,475 | \$ 5,805,000 | \$ 1,448,958 | \$ 7,253,958 |



FIVE YEAR FORECASTS



This section presents five-year forecasts for the City's major operating funds to provide a financial tool by which future budgets and actual results of operations can be monitored. A financial forecast provides prospective financial statements that present an entity's expected financial position, results of operations, and cash flows for one or more future periods. This five-year forecast attempts to do just that. The scope of this year's five-year forecast is limited to revenues and expenditures for the City's major operating funds: General Fund, Water and Sewer Fund, Street Maintenance Fund, and Economic Development Fund.

The City's financial position over the past decade has been very heavily dependent upon sales tax revenues. The City has also heavily relied upon other funds to subsidize the General Fund and deferred routine maintenance and capital expenditures to maintain a low tax rate. The BEDC Fund has also maintained large fund balances and deferred economic development opportunities. If these trends continue, the City's current financial position will begin to deteriorate, and the fund balance will deplete over time.

The importance of the forecast lies not in the numbers, but in the discussion it encourages on the policy issues and strategies that can be implemented in the event these scenarios become reality.

A statement of revenues, expenditures, and changes in fund balance has been prepared for each major fund. Revenues are depicted by sources while expenditures, or expenses, are presented by operating division or program area. The projections behind the forecast for each operating division are at the category of expense level. A category of expense is defined as salaries, benefits, supplies, maintenance, repairs, support services, and capital outlay. Each forecast provides a column showing the percentage change between FY 2016 and FY 2025.

Finally, a bar graph is presented after each forecast showing the fund projections over a five-year period including a comparison between the revenues, expenditures, ending fund balance and the fund balance requirement, (as required by City Financial Governance Policy).

The bar graph reflects the application of the most recent five-year historical trend for the specific fund's actual revenue collections and expenditures. Due to the City's conservative budgeting practices, revenues historically exceed budget, while expenditures historically are realized less than budget.

The forecasts attempt to provide the reader, along with City staff, a look into the future as to where the City will be financially. It is important for the user of the forecasts to understand that these estimates are based on various statistical methods and are not representation of fact.

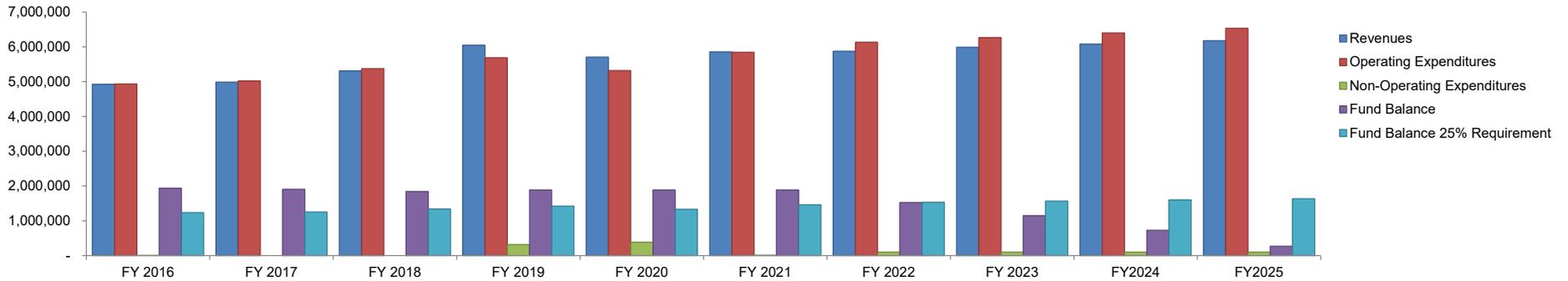
GENERAL FUND
Five Year Forecast
FY 2021

| | 2016 Actual | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Estimated | 2021 Forecast | 2022 Forecast | 2023 Forecast | 2024 Forecast | 2025 Forecast | 2016-25 % Change |
|-------------------------------------|------------------|------------------|------------------|------------------|-------------------|------------------|------------------|------------------|------------------|------------------|---------------------|
| Revenues | | | | | | | | | | | |
| Property Taxes | 856,728 | 927,814 | 968,976 | 1,033,854 | 1,302,061 | 1,417,000 | 1,473,680 | 1,532,627 | 1,593,932 | 1,657,690 | 93.49% |
| Sales Taxes | 2,409,740 | 2,448,878 | 2,549,899 | 2,660,639 | 2,638,755 | 2,639,800 | 2,666,198 | 2,692,860 | 2,719,789 | 2,746,986 | 14.00% |
| Franchise Taxes | 518,565 | 503,812 | 498,024 | 514,688 | 479,704 | 489,600 | 494,496 | 499,441 | 504,435 | 509,480 | (1.75%) |
| Licenses and Permits | 37,704 | 38,732 | 38,878 | 57,055 | 89,983 | 91,300 | 92,670 | 94,060 | 95,470 | 96,902 | 157.01% |
| Intergovernmental Revenues | 6,783 | 8,759 | 10,234 | 7,410 | 63,115 | 88,964 | 88,964 | 88,964 | 88,964 | 88,964 | 1,211.57% |
| Charges for Services | 25,479 | 24,724 | 7,897 | 677,203 | 703,184 | 754,900 | 754,900 | 754,900 | 754,900 | 754,900 | 2,862.83% |
| Fines and Forfeitures | 307,875 | 222,307 | 216,151 | 159,479 | 146,006 | 135,900 | 131,144 | 126,554 | 122,125 | 117,851 | (61.72%) |
| Investment Income | 27,912 | 37,334 | 43,874 | 37,187 | 27,674 | 26,100 | 26,100 | 26,100 | 26,100 | 26,100 | (6.49%) |
| Other Income | 21,607 | 28,787 | 19,634 | (7,572) | 6,355 | 2,900 | 2,900 | 2,900 | 2,900 | 2,900 | (86.58%) |
| Other Financing Sources | 711,432 | 744,840 | 956,927 | 906,499 | 249,043 | 210,150 | 143,732 | 172,437 | 174,161 | 175,903 | (75.27%) |
| Total Revenues | 4,923,825 | 4,985,987 | 5,310,494 | 6,046,442 | 5,705,880 | 5,856,614 | 5,874,783 | 5,990,842 | 6,082,777 | 6,177,676 | 25.46% |
| Operating Expenditures | | | | | | | | | | | |
| General Government | | | | | | | | | | | |
| City Council | 8,297 | 8,451 | 6,904 | 13,485 | 20,540 | 24,228 | 24,713 | 25,207 | 25,711 | 26,225 | 216.08% |
| Administration-City Manager | 375,298 | 369,512 | 380,115 | 301,190 | 184,599 | 218,104 | 222,466 | 226,915 | 231,454 | 236,083 | (37.09%) |
| Administration-City Secretary | 27,048 | 21,488 | 17,013 | 82,618 | 89,008 | 104,501 | 106,591 | 108,723 | 110,897 | 113,115 | 318.20% |
| Finance-Operations | 485,083 | 463,332 | 505,427 | 465,822 | 224,771 | 217,071 | 221,412 | 225,841 | 230,357 | 234,965 | (51.56%) |
| Finance-Solid Waste | - | - | - | 706,630 | 716,579 | 744,900 | 767,247 | 790,264 | 813,972 | 838,392 | NA |
| Building Maintenance | 8,317 | 12,890 | 10,269 | 19,609 | 30,353 | 32,657 | 33,310 | 33,976 | 34,656 | 35,349 | 325.02% |
| Other Costs | 217,408 | 215,641 | 201,623 | 129,512 | 60,075 | 317,950 | 324,309 | 330,795 | 337,411 | 344,159 | 58.30% |
| | 1,121,451 | 1,091,314 | 1,121,351 | 1,718,866 | 1,325,925 | 1,659,411 | 1,700,048 | 1,741,722 | 1,784,459 | 1,828,288 | 63.03% |
| Public Safety | | | | | | | | | | | |
| Municipal Court | 218,274 | 193,661 | 199,234 | 225,410 | 165,324 | 164,700 | 167,994 | 171,354 | 174,781 | 178,277 | (18.32%) |
| Police-Operations | 1,912,352 | 2,010,629 | 2,206,693 | 2,089,647 | 2,058,269 | 2,240,643 | 2,350,456 | 2,397,465 | 2,445,414 | 2,494,323 | 30.43% |
| Police-Code Compliance | 91,489 | 116,475 | 100,154 | 83,520 | 321,238 | 241,766 | 246,601 | 251,533 | 256,564 | 261,695 | 186.04% |
| Police-VCLG | - | - | - | - | - | 46,905 | 47,843 | 48,800 | 49,776 | 50,771 | NA |
| Police-VAWA CID | - | - | - | - | - | 62,816 | 64,072 | 65,354 | 66,661 | 67,994 | NA |
| Fire-Suppression | 993,541 | 1,050,584 | 1,188,856 | 1,124,374 | 1,037,804 | 1,059,148 | 1,080,331 | 1,101,938 | 1,123,976 | 1,146,456 | 15.39% |
| Fire-Inspections | - | - | - | 1,625 | 79,349 | 129,022 | 131,602 | 134,234 | 136,919 | 139,658 | NA |
| Total Public Safety | 3,215,656 | 3,371,349 | 3,694,937 | 3,524,576 | 3,661,984 | 3,945,000 | 4,088,900 | 4,170,678 | 4,254,092 | 4,339,173 | 34.94% |
| Public Works | | | | | | | | | | | |
| Streets | 402,421 | 377,936 | 346,077 | 274,953 | 71,482 | - | - | - | - | - | (100.00%) |
| Fleet | 113,640 | 116,553 | 136,685 | 121,123 | 100,333 | 72,863 | 74,320 | 75,807 | 77,323 | 78,869 | (30.60%) |
| Parks | 82,830 | 63,809 | 72,113 | 48,525 | 161,823 | 169,340 | 272,727 | 278,181 | 283,745 | 289,420 | 249.41% |
| Total Public Works | 598,891 | 558,298 | 554,875 | 444,601 | 333,638 | 242,203 | 347,047 | 353,988 | 361,068 | 368,289 | (38.50%) |
| Total Operating Expenditures | 4,935,998 | 5,020,961 | 5,371,163 | 5,688,043 | 5,321,547 | 5,846,614 | 6,135,995 | 6,266,388 | 6,399,618 | 6,535,750 | 32.41% |

**GENERAL FUND
Five Year Forecast
FY 2021**

| | 2016 Actual | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Estimated | 2021 Forecast | 2022 Forecast | 2023 Forecast | 2024 Forecast | 2025 Forecast | 2021-25 % Change |
|---|----------------|----------------|----------------|----------------|-------------------|------------------|------------------|------------------|------------------|------------------|---------------------|
| Non-Operating Expenditures | | | | | | | | | | | |
| Capital Outlay | 6,750 | - | - | 193,057 | 85,500 | 10,000 | 100,000 | 100,000 | 100,000 | 100,000 | 1,381.48% |
| Transfers Out | - | - | - | 125,742 | 298,833 | - | - | - | - | - | NA |
| Total Non-Operating Expenditures | 6,750 | - | - | 318,799 | 384,333 | 10,000 | 100,000 | 100,000 | 100,000 | 100,000 | 1,381.48% |
| Total Expenditures | 4,942,748 | 5,020,961 | 5,371,163 | 6,006,842 | 5,705,880 | 5,856,614 | 6,235,995 | 6,366,388 | 6,499,618 | 6,635,750 | 34.25% |
| Net Change in Fund Balance | (18,923) | (34,974) | (60,669) | 39,600 | - | - | (361,212) | (375,545) | (416,841) | (458,074) | 2,320.73% |
| Fund Balance, Beginning | 1,958,824 | 1,939,901 | 1,904,927 | 1,844,258 | 1,883,858 | 1,883,858 | 1,883,858 | 1,522,646 | 1,147,101 | 730,259 | (62.72%) |
| Fund Balance, Ending | \$ 1,939,901 | \$ 1,904,927 | \$ 1,844,258 | \$ 1,883,858 | \$ 1,883,858 | \$ 1,883,858 | \$ 1,522,646 | \$ 1,147,101 | \$ 730,259 | \$ 272,185 | (85.97%) |
| Fund Balance Reserve | 39.30% | 37.94% | 34.34% | 33.12% | 35.40% | 32.22% | 24.81% | 18.31% | 11.41% | 4.16% | |
| Fund Balance Reserve 25% | \$ 1,085,920 | \$ 1,104,611 | \$ 1,181,656 | \$ 1,251,369 | \$ 1,170,740 | \$ 1,461,654 | \$ 1,533,999 | \$ 1,566,597 | \$ 1,599,905 | \$ 1,633,938 | |

Forecast based upon Historical Trends



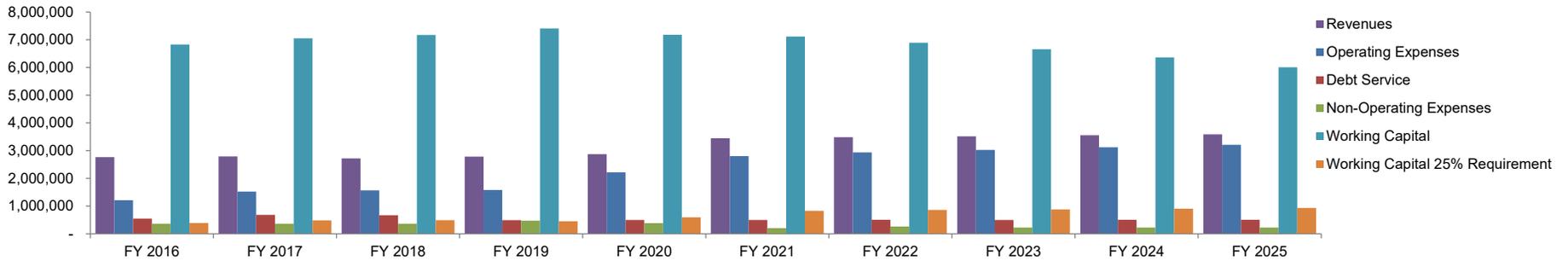
WATER & SEWER FUND
Five Year Forecast
FY 2021

| | 2016 Actual | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Estimated | 2021 Forecast | 2022 Forecast | 2023 Forecast | 2024 Forecast | 2025 Forecast | 2016-25 % Change | |
|---------------------------------|------------------|------------------|------------------|------------------|-------------------|------------------|------------------|------------------|------------------|------------------|---------------------|----|
| Revenues | | | | | | | | | | | | |
| Water Revenue | \$ 1,737,393 | \$ 1,734,830 | \$ 1,731,568 | \$ 1,700,972 | \$ 1,723,354 | \$ 2,065,496 | \$ 2,086,151 | \$ 2,107,012 | \$ 2,128,083 | \$ 2,149,363 | 23.71% | |
| Sewer Revenue | 902,593 | 904,836 | 819,189 | 837,502 | 960,746 | 1,234,767 | 1,247,115 | 1,259,586 | 1,272,182 | 1,284,903 | 42.36% | |
| Tap Fees | 29,169 | 11,833 | 26,750 | 31,850 | 29,050 | 29,100 | 29,391 | 29,685 | 29,982 | 30,282 | 3.81% | |
| New Service/Transfer Fees | 51,915 | 50,490 | 52,795 | 52,370 | 11,970 | 11,970 | 12,090 | 12,211 | 12,333 | 12,456 | -76.01% | |
| NSF Check Fees | - | - | 45,600 | 1,010 | 1,690 | 800 | 808 | 816 | 824 | 832 | NA | |
| Delinquent Penalties | - | - | - | - | 57,592 | 58,700 | 59,287 | 59,880 | 60,479 | 61,083 | NA | |
| Recycling Proceeds | - | - | - | - | 1,147 | 1,000 | 1,010 | 1,020 | 1,030 | 1,041 | NA | |
| Investment Income | 10,175 | 21,947 | 38,532 | 87,418 | 47,079 | 46,400 | 46,864 | 47,333 | 47,806 | 48,284 | 374.54% | |
| Other Income | 36,940 | 69,785 | 9,007 | 1,884 | 1,611 | 500 | 505 | 510 | 515 | 520 | -98.59% | |
| Other Financing Sources | - | - | - | 72,343 | 40,396 | - | - | - | - | - | - | NA |
| Total Revenues | 2,768,185 | 2,793,721 | 2,723,441 | 2,785,349 | 2,874,635 | 3,448,733 | 3,483,220 | 3,518,053 | 3,553,233 | 3,588,765 | 29.64% | |
| Expenses | | | | | | | | | | | | |
| Operating Expenses | | | | | | | | | | | | |
| Personnel | 510,335 | 514,702 | 425,118 | 486,409 | 693,871 | 873,519 | 949,725 | 978,216 | 1,007,563 | 1,037,790 | 103.35% | |
| Supplies | 103,739 | 98,390 | 95,425 | 92,163 | 101,896 | 112,690 | 114,944 | 117,243 | 119,588 | 121,979 | 17.58% | |
| Repairs & Maintenance | 144,280 | 129,483 | 308,329 | 253,120 | 318,952 | 441,489 | 463,563 | 486,742 | 511,079 | 536,633 | 271.94% | |
| Professional Services | - | - | - | 38,638 | 44,154 | 96,525 | 98,456 | 100,425 | 102,433 | 104,482 | NA | |
| Services | 455,631 | 779,473 | 740,233 | 713,525 | 708,278 | 740,822 | 755,638 | 770,751 | 786,166 | 801,890 | 76.00% | |
| Sewer Treatment | - | - | - | - | 351,480 | 542,356 | 558,627 | 575,385 | 592,647 | 610,426 | NA | |
| Total Operating Expenses | 1,213,985 | 1,522,048 | 1,569,105 | 1,583,855 | 2,218,631 | 2,807,401 | 2,940,952 | 3,028,762 | 3,119,475 | 3,213,199 | 164.68% | |
| Debt Service | | | | | | | | | | | | |
| Debt Service | 551,205 | 682,306 | 672,064 | 491,223 | 498,813 | 502,156 | 502,906 | 500,688 | 503,150 | 505,088 | -8.37% | |
| Total Debt Service | 551,205 | 682,306 | 672,064 | 491,223 | 498,813 | 502,156 | 502,906 | 500,688 | 503,150 | 505,088 | -8.37% | |

WATER & SEWER FUND
Five Year Forecast
FY 2021

| | 2016 Actual | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Estimated | 2021 Forecast | 2022 Forecast | 2023 Forecast | 2024 Forecast | 2025 Forecast | 2016-25 % Change |
|--------------------------------------|----------------|----------------|----------------|----------------|-------------------|------------------|------------------|------------------|------------------|------------------|---------------------|
| Non-Operating Expenses | | | | | | | | | | | |
| Capital Outlay | | | | | | | | | | | |
| Motor Vehicles | | - | - | - | - | - | 26,000 | - | - | - | NA |
| Machinery & Equipment | | - | - | - | - | - | 91,500 | 50,000 | 50,000 | 50,000 | NA |
| Computer Equipment | | - | - | - | 11,567 | - | - | - | - | - | NA |
| Total Capital Outlay | | - | - | - | 11,567 | - | 117,500 | 50,000 | 50,000 | 50,000 | NA |
| Infrastructure Projects | | | | | | | | | | | |
| Waterwells | | - | - | - | 124,141 | - | - | - | - | - | NA |
| Total Infrastructure | | - | - | - | 124,141 | - | - | - | - | - | NA |
| Transfers Out | | | | | | | | | | | |
| Transfer to General Fund | 365,431 | 365,432 | 365,432 | 365,430 | 249,042 | 205,150 | 143,732 | 172,437 | 174,161 | 175,903 | -51.86% |
| Transfer to Fund 22 | - | - | - | - | - | 3,100,000 | - | - | - | - | NA |
| Transfer Out | | | | 110,000 | - | - | - | - | - | - | NA |
| Total Transfers Out | 365,431 | 365,432 | 365,432 | 475,430 | 249,042 | 205,150 | 143,732 | 172,437 | 174,161 | 175,903 | -51.86% |
| Total Non-Operating Expenses | 365,431 | 365,432 | 365,432 | 475,430 | 384,750 | 205,150 | 261,232 | 222,437 | 224,161 | 225,903 | -38.18% |
| Total Expenses | 2,130,621 | 2,569,786 | 2,606,601 | 2,550,508 | 3,102,194 | 3,514,707 | 3,705,090 | 3,751,887 | 3,846,786 | 3,944,190 | 85.12% |
| Net Change | 637,564 | 223,935 | 116,840 | 234,841 | (227,559) | (65,974) | (221,870) | (233,834) | (293,553) | (355,425) | -155.75% |
| Working Capital, Beginning | 6,192,513 | 6,830,077 | 7,054,012 | 7,170,852 | 7,405,693 | 7,178,134 | 7,112,160 | 6,890,290 | 6,656,456 | 6,362,902 | 2.75% |
| Working Capital, Ending | \$ 6,830,077 | \$ 7,054,012 | \$ 7,170,852 | \$ 7,405,693 | \$ 7,178,134 | \$ 7,112,160 | \$ 6,890,290 | \$ 6,656,456 | \$ 6,362,902 | \$ 6,007,478 | -12.04% |
| Working Capital Reserve | 386.93% | 320.00% | 319.96% | 356.89% | 264.15% | 214.90% | 200.07% | 188.60% | 175.64% | 161.57% | |
| Working Capital Reserve - 25% | \$ 388,342 | \$ 484,958 | \$ 493,057 | \$ 456,517 | \$ 597,838 | \$ 827,389 | \$ 860,965 | \$ 882,362 | \$ 905,656 | \$ 929,572 | |

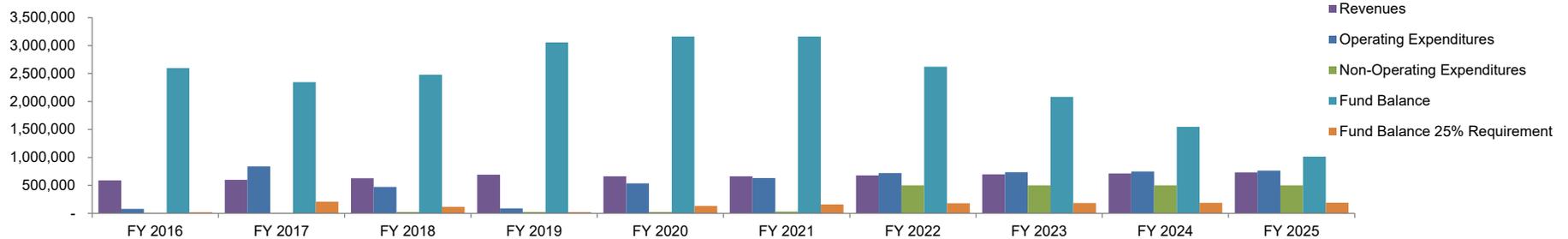
Forecast based upon Historical Trends



STREET MAINTENANCE FUND
Five Year Forecast
FY 2021

| | 2016 Actual | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Estimated | 2021 Forecast | 2022 Forecast | 2023 Forecast | 2024 Forecast | 2025 Forecast | 2016-25 % Change |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Revenues | | | | | | | | | | | |
| Sales Tax Revenue | \$ 588,258 | \$ 598,386 | \$ 625,163 | \$ 650,045 | \$ 638,275 | \$ 638,275 | \$ 654,232 | \$ 670,588 | \$ 687,352 | \$ 704,536 | 19.77% |
| Investment Income | 1,126 | 1,754 | 3,770 | 41,837 | 25,670 | 25,414 | 25,668 | 25,925 | 26,184 | 26,446 | 2248.66% |
| Total Revenues | 589,384 | 600,140 | 628,933 | 691,882 | 663,945 | 663,689 | 679,900 | 696,512 | 713,536 | 730,982 | 24.02% |
| Expenses | | | | | | | | | | | |
| Operating Expenditures | | | | | | | | | | | |
| Personnel | 32,154 | 4,447 | 46,265 | 19,387 | 294,114 | 342,582 | 352,859 | 363,445 | 374,349 | 385,579 | 1099.16% |
| Supplies | 130 | 801,695 | 366,902 | 18,639 | 27,190 | 24,640 | 24,886 | 25,135 | 25,387 | 25,640 | 19623.45% |
| Repairs & Maintenance | 47,546 | 35,264 | 58,850 | 37,503 | 70,200 | 119,865 | 196,064 | 198,024 | 200,005 | 202,005 | 324.86% |
| Professional Services | - | - | - | 10,582 | 119,710 | 120,225 | 121,427 | 122,642 | 123,868 | 125,107 | NA |
| Services | - | - | - | 2,186 | 24,025 | 24,377 | 24,621 | 24,867 | 25,116 | 25,367 | NA |
| Total Operating Expenditures | 79,830 | 841,406 | 472,017 | 88,297 | 535,239 | 631,689 | 719,858 | 734,113 | 748,723 | 763,698 | 856.65% |
| Non-Operating Expenditures | | | | | | | | | | | |
| Capital | - | - | - | - | 24,550 | 32,000 | 500,000 | 500,000 | 500,000 | 500,000 | NA |
| Transfers to General Fund | 10,000 | 10,000 | 25,000 | 25,000 | - | - | - | - | - | - | -100.00% |
| Total Non-Operating Expenses | 10,000 | 10,000 | 25,000 | 25,000 | 24,550 | 32,000 | 500,000 | 500,000 | 500,000 | 500,000 | 4900.00% |
| Total Expenses | 89,830 | 851,406 | 497,017 | 113,297 | 559,789 | 663,689 | 1,219,858 | 1,234,113 | 1,248,723 | 1,263,698 | 1306.77% |
| Net Change | 499,554 | (251,266) | 131,916 | 578,585 | 104,156 | - | (539,958) | (537,601) | (535,187) | (532,715) | -206.64% |
| Fund Balance, Beginning | 2,097,654 | 2,597,208 | 2,345,942 | 2,477,858 | 3,056,443 | 3,160,599 | 3,160,599 | 2,620,642 | 2,083,041 | 1,547,854 | -26.21% |
| Fund Balance, Ending | \$ 2,597,208 | \$ 2,345,942 | \$ 2,477,858 | \$ 3,056,443 | \$ 3,160,599 | \$ 3,160,599 | \$ 2,620,642 | \$ 2,083,041 | \$ 1,547,854 | \$ 1,015,138 | -60.91% |
| Fund Balance Reserve | 3253.42% | 278.81% | 524.95% | 3461.55% | 590.50% | 500.34% | 364.05% | 283.75% | 206.73% | 132.92% | |
| Fund Balance Reserve - 25% | \$ 19,958 | \$ 210,352 | \$ 118,004 | \$ 22,074 | \$ 133,810 | \$ 157,922 | \$ 179,964 | \$ 183,528 | \$ 187,181 | \$ 190,924 | |

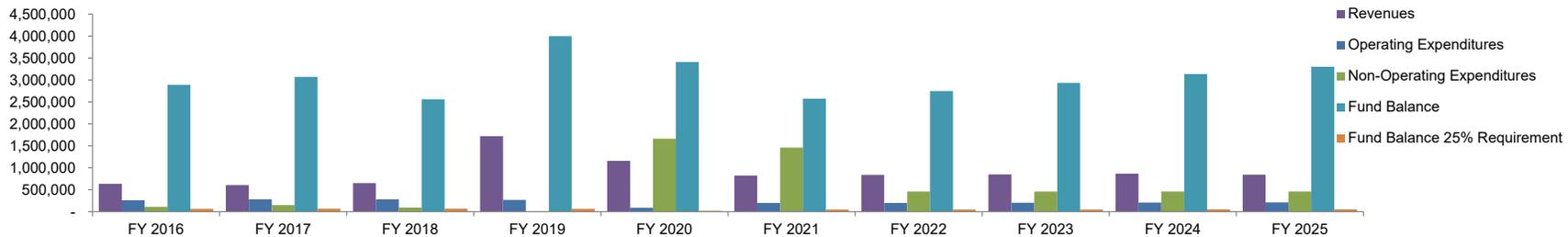
Forecast based upon Historical Trends



ECONOMIC DEVELOPMENT FUND
Five Year Forecast
FY 2021

| | 2016 Actual | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Estimated | 2021 Forecast | 2022 Forecast | 2023 Forecast | 2024 Forecast | 2025 Forecast | 2016-25 % Change |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Revenues | | | | | | | | | | | |
| Sales Tax Revenue | \$ 588,258 | \$ 598,386 | \$ 625,253 | \$ 650,043 | \$ 638,275 | \$ 638,275 | \$ 654,232 | \$ 670,588 | \$ 687,352 | \$ 704,536 | 19.77% |
| Investment Income | 3,192 | 9,313 | 23,388 | 59,525 | 75,501 | 70,558 | 63,502 | 57,152 | 51,437 | 46,293 | 1350.29% |
| Bellmead Defender | 42,400 | - | - | - | - | - | - | - | - | - | -100.00% |
| Note Receivable Payments | - | - | - | 102,880 | 107,602 | 112,545 | 117,715 | 123,123 | 128,779 | 89,119 | NA |
| Sale of Property | - | - | - | - | 337,953 | - | - | - | - | - | NA |
| Transfer from Fund 30 | - | - | - | 908,185 | - | - | - | - | - | - | NA |
| Total Revenues | 633,850 | 607,699 | 648,641 | 1,720,633 | 1,159,331 | 821,378 | 835,449 | 850,863 | 867,568 | 839,948 | 32.52% |
| Expenses | | | | | | | | | | | |
| Operating Expenditures | | | | | | | | | | | |
| Personnel | - | - | - | - | 56,972 | 66,981 | 68,990 | 71,060 | 73,192 | 75,388 | NA |
| Supplies | 843 | 1,600 | 1,080 | 637 | 1,231 | 2,430 | 2,454 | 2,479 | 2,504 | 2,529 | 199.96% |
| Repairs & Maintenance | - | - | - | - | 1,799 | 1,569 | 1,585 | 1,601 | 1,617 | 1,633 | NA |
| Administrative Charges | 231,000 | 256,000 | 256,000 | 256,000 | - | - | - | - | - | - | -100.00% |
| Professional Services | 3,979 | 7,209 | 3,211 | 4,185 | 15,116 | 104,747 | 105,794 | 106,852 | 107,921 | 109,000 | 2639.39% |
| Services | 24,078 | 15,288 | 18,769 | 7,091 | 13,321 | 21,813 | 22,031 | 22,251 | 22,474 | 22,699 | -5.73% |
| Total Operating Expenditures | 259,900 | 280,097 | 279,060 | 267,913 | 88,439 | 197,540 | 200,855 | 204,243 | 207,707 | 211,248 | -18.72% |
| Non-Operating Expenditures | | | | | | | | | | | |
| Project Funding | 110,981 | 149,950 | 75,000 | 12,500 | 25,000 | 325,000 | 325,000 | 325,000 | 325,000 | 325,000 | 192.84% |
| Transfer to Fund 10 | - | - | 20,000 | - | - | - | - | - | - | - | NA |
| Transfer to Fund 15 | - | - | - | - | 135,700 | 135,700 | 135,700 | 135,700 | 135,700 | 135,700 | NA |
| Transfer to Fund 22 | - | - | - | - | - | 1,000,000 | - | - | - | - | NA |
| Transfer to Fund 65 | - | - | - | - | 1,500,000 | - | - | - | - | - | NA |
| Total Non-Operating Expenses | 110,981 | 149,950 | 95,000 | 12,500 | 1,660,700 | 1,460,700 | 460,700 | 460,700 | 460,700 | 460,700 | 315.12% |
| Total Expenses | 370,881 | 430,047 | 374,060 | 280,413 | 1,749,139 | 1,658,240 | 661,555 | 664,943 | 668,407 | 671,948 | 81.18% |
| Net Change | 262,969 | 177,652 | 274,581 | 1,440,220 | (589,808) | (836,862) | 173,894 | 185,919 | 199,161 | 168,000 | -36.11% |
| Fund Balance, Beginning | 2,626,194 | 2,889,163 | 3,066,815 | 2,559,633 | 3,999,853 | 3,410,045 | 2,573,183 | 2,747,077 | 2,932,996 | 3,132,157 | 19.27% |
| GASB Adjustment | - | - | (781,763) | - | NA |
| Fund Balance, Ending | \$ 2,889,163 | \$ 3,066,815 | \$ 2,559,633 | \$ 3,999,853 | \$ 3,410,045 | \$ 2,573,183 | \$ 2,747,077 | \$ 2,932,996 | \$ 3,132,157 | \$ 3,300,158 | 14.23% |
| Fund Balance Reserve | 1111.64% | 1094.91% | 917.23% | 1492.97% | 3855.80% | 1302.61% | 1367.69% | 1436.03% | 1507.97% | 1562.22% | |
| Fund Balance Reserve - 25% | \$ 64,975 | \$ 70,024 | \$ 69,765 | \$ 66,978 | \$ 22,110 | \$ 49,385 | \$ 50,214 | \$ 51,061 | \$ 51,927 | \$ 52,812 | |

Forecast based upon Historical Trends







City of Bellmead

Financial Governance Policies

I. INTRODUCTION

The City of Bellmead financial policies set forth the basic framework for the fiscal management of the City. These policies were developed within the parameters established by applicable provisions of the Texas Local Government Code, the Texas Property Tax Code, the City of Bellmead Charter, the Government Financial Officers Association, and the Governmental Accounting Standards Board. The policies are intended to assist the City Council and City staff in evaluating current activities and proposals for future programs while maintaining a long-term stable and positive financial condition. The watchwords of the City's financial management include integrity, prudent stewardship, long-term planning, accountability, and transparency.

All financial policies will be reviewed annually by the City Council and updated, revised, or refined as deemed necessary. Policies adopted by the City Council are guidelines, and occasionally, exceptions may be required. However, exceptions to stated policies will be specifically identified, and the need for the exception will be documented and fully explained prior to receiving City Council consent for the variance.

Upon adoption of these financial policies, City Council authorizes the City Manager to interpret the policies, implement all policies, and manage the City within the boundaries of the policies.

II. ANNUAL BUDGET

A. FISCAL YEAR

The fiscal year of the City of Bellmead shall begin the 1st day of October and shall end on the last day of September of each calendar year. Such fiscal year shall also constitute the accounting and budget year.

B. BUDGET PROCESS

At the beginning of the budget process each year, the City Council will review the financial policies and have strategic discussions to determine the City Council's priorities. The City Council will provide the City Manager specific direction of their priorities by resolution.

Operating departments shall submit their annual budgets to the City Manager within fiscal parameters provided by the City Manager's Office. Departments will focus on accomplishing their core mission and stay within the budget parameters set by

the City Manager. The City Manager will balance the operating budget against current revenue prior to submitting it to the City Council.

The City Manager shall prepare and submit to City Council a proposed budget in accordance with the guidelines set forth in the City Charter, Article V and the guidance set forth in the financial policies.

C. BUDGET TIMELINE

| Date | Event | Governing Source |
|--|---|---|
| January 1 st – March 31 st | Financial Policies review. | <ul style="list-style-type: none"> City of Bellmead Financial Policies requires an annual review of the Financial Policies. |
| July 25 th | Certified tax roll received from Appraisal District. | <ul style="list-style-type: none"> Property Tax Code 26.01(a) requires Chief Appraiser to submit certified roll by July 25th. |
| August 1 st – August 31 st | <p>City Manager submits proposed budget to City Council.</p> <p>City Council sets the time and place of the public hearing on the budget.</p> | <ul style="list-style-type: none"> City of Bellmead Financial Policies III(D) states the City Manager will submit proposed budget after receipt of certified roll. City Charter V(40) requires budget to be submitted to City Council between 30 and 90 days prior to the beginning of fiscal year. City Charter V(44) requires City Council to fix the time and place of a public hearing on the budget at the meeting it is submitted. |
| August 7 th | Tax rates (rollback and effective rates) submitted to City Council. | <ul style="list-style-type: none"> Property Tax Code 26.04(e) states rates must be submitted to City Council by August 7th or as soon thereafter as practicable. |
| August 7 th – August 31 st | City Council sets preliminary tax rate. | <ul style="list-style-type: none"> Local Government Code 140.010(f) requires a notice to be published not later than the later of September 1st or the 30th day after the City receives the certified tax roll if the preliminary rate exceeds the lower of the effective or rollback rate. |
| September 1 st – September 27 th | Budget public hearing(s) held. | <ul style="list-style-type: none"> Local Government Code 102.006(b) requires a public hearing to occur after the 15th day the proposed budget is filed with the municipal clerk. City Charter V(45)&(46) requires a public hearing to be held on the budget. City Council may make changes to the proposed budget after the public hearing. If changes are made to the budget, a 2nd public hearing is required. |
| September 1 st – September 27 th | Tax rate public hearings held. | <ul style="list-style-type: none"> Property Tax Code Section 26.05(d) requires two public hearings if tax rate exceeds the lower of the rollback or effective rate. |
| September 27 th | <p>Adopt the Budget.</p> <p>Set the tax rate.</p> | <ul style="list-style-type: none"> City Charter V(49) requires the budget to be adopted by September 27th or the budget as submitted by the City Manager is deemed to be adopted. City of Bellmead Financial Policies III(I)(2) states the City Council will adopt the tax rate by September 27th. |

D. BUDGET PRESENTATION

The City Manager shall present the budget in a manner that shows expenditures and revenues for the last completed fiscal year, the estimated amount for the current fiscal year, and the proposed amount for the ensuing fiscal year in accordance with the City Charter, Article V.

The City Manager shall submit the proposed budget after receipt of the certified tax roll, and no later than the thirtieth (30) day before the start of the new fiscal year in accordance with the City Charter.

E. BUDGET FILING

The budget and all supporting schedules shall be filed with the City Secretary when submitted to the City Council and shall be a public record for inspection by anyone.

Upon final adoption, the budget shall be in effect for the fiscal year. A copy of the budget, as finally adopted, shall be filed with the City Secretary, the Clerk of McLennan County, and the State Comptroller of Public Accounts at Austin (Local Government Code §102.009(d)). The final budget will also be posted on the City website (Local Government Code §102.008(2)).

F. PUBLIC HEARINGS

A public hearing shall be conducted by the City Council, allowing interested citizens to express their opinions concerning items of expenditures or revenues. The City Council shall set the hearing for a date occurring no earlier than the 16th day after the date the proposed budget is filed with the City Secretary but before the date the City Council makes its tax levy (Local Government Code §102.006).

The notice of hearing shall be published not less than 10 days nor more than 30 days before the hearing (Local Government Code §102.0065).

After conclusion of such public hearing, the City Council may insert new items or may increase or decrease the items of the Budget, except items in proposed expenditures fixed by law. Before inserting any additional item or increasing any item of appropriation, it must cause to be published a notice setting forth the nature of the proposed increases and fixing a place and time, not less than five days after publication, at which the City Council will hold a public hearing thereon (City Charter, Article V, Section 46).

After such further hearing, the City Council may insert the additional item or items, and make the increase or increases, to the amount in each case indicated by the

published notice, or to a lesser amount, but where it shall increase the total proposed expenditures, it shall also provide for an increase in the total anticipated revenue to at least equal such total proposed expenditures (City Charter, Article V, Section 47).

G. BUDGET ADOPTION

The budget shall be adopted by the favorable vote of a majority of the members of the whole City Council (City Charter, Article V, Section 48). The budget shall be finally adopted not later than the twenty-seventh day of the last month of the fiscal year. Should the City Council take no action on or prior to such day, the budget as submitted by the City Manager shall be deemed to have been finally adopted by the City Council (City Charter, Article V, Section 49). If the City Council does not adopt a tax rate, the tax rate for that year will be the lower of the effective rate or the tax rate adopted the previous year (Texas Property Tax Code §26.05(b)(2)(c)).

From the effective date of the budget, the several amounts stated therein as proposed expenditures shall be and become appropriated to the several objects and purposes therein named. The City Council may only spend City funds in strict compliance with the budget, except in an emergency (Local Government Code §102.009(b)). This does not prevent the City Council from making changes in the budget for municipal purposes (Local Government Code §102.010).

From the effective date of the budget, the amount stated therein as the amount to be raised by property tax shall constitute a determination of the amount of the levy for the purposes of the City in the corresponding tax year. Upon adoption, the City may only levy taxes in accordance with the budget. (Local Government Code §102.009(a))

The total estimated expenditures of each fund shall not exceed the total estimated resources of the fund (prospective income plus cash on hand). The classification of revenue and expenditure accounts shall conform as nearly as local conditions will permit to the uniform classification as promulgated by the Governmental Accounting Standards Board (GASB). (City Charter, Article V, Section 53)

H. REVENUE PROJECTIONS

When developing the annual budget, the City Manager shall project revenues from each source based on actual collections from the preceding year and estimated collections of the current fiscal year, while considering known circumstances that will impact revenues for the new fiscal year. In order to maintain stability in service delivery, the City shall use a realistic, objective, and analytical approach when preparing revenue estimates. To protect the

City's financial integrity, the City will maintain a diversified and stable revenue system to shelter it from fluctuations in any one revenue source. The City of Bellmead will consider market rates and charges levied by other public and private organizations for similar services in establishing tax rates, fees and charges.

I. PROPERTY TAXES

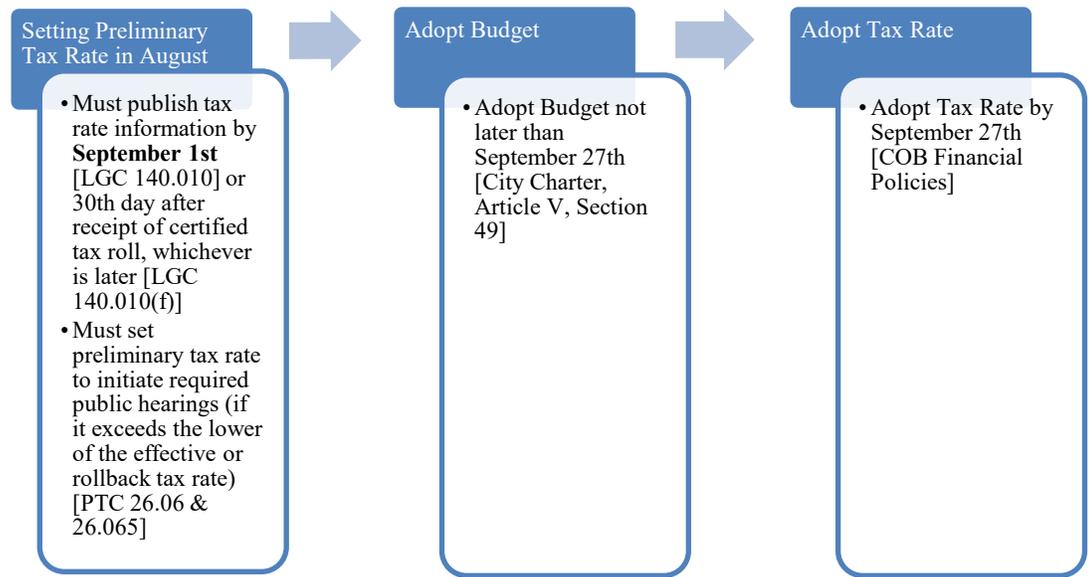
1. TAX RATE TYPES

For every annual budget, the City of Bellmead shall levy two property tax rates: operation/maintenance and interest/sinking.

- The interest/sinking levy shall be enough for meeting all principal and interest payments associated with the City's outstanding general obligation debt for that budget year. The interest/sinking levy and related expenditures shall be accounted for in the Debt Service Fund.
- The operation/maintenance levy shall have two components.
 - The first for operation/maintenance expenditures that will be accounted for in the General Fund.
 - The second for capital improvement projects that will be accounted for in the capital improvement program fund. The amount for capital improvement projects will be any portion of the tax levy in excess of the rollback rate.

2. SETTING TAX RATE

The City Council shall adopt a tax rate not later than the twenty-seventh day of the last month of the fiscal year. The annual tax rate must be set by ordinance. All actions related to the setting of the tax rate must be in accordance with Texas Property Tax Code and Local Government Code.



3. PROPERTY TAX POLICIES

The City of Bellmead will levy the lowest tax rate on the broadest tax base to achieve its mission and goals. Mandated exemptions will be provided to homeowners, senior citizens, and disabled citizens. Minimal additional exemptions will be provided. The City may consider providing tax abatements or other incentives to encourage development.

III. BASIS OF ACCOUNTING AND BUDGETING

A. CONFORMANCE TO ACCOUNTING PRINCIPLES AND RECOMMENDED PRACTICES

The City’s accounting practices, and financial reporting shall conform to Generally Accepted Accounting Principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants (AICPA), and the Government Finance Officers Association (GFOA).

B. ORGANIZATION OF FUNDS AND ACCOUNTS

The financial transactions of the City of Bellmead are accounted for and recorded in individual funds and account groups. In general, the City will maintain the minimum number of funds consistent with legal and managerial requirements.

C. BUDGET BASIS

Budgets shall be prepared and adopted on a basis consistent with generally accepted accounting principles for all governmental funds and proprietary funds.

D. ENCUMBRANCES

Encumbrance accounting shall be used. Outstanding encumbrances are reported as assignments of fund balances and do not constitute expenditures or liabilities since the amounts will be expended the subsequent fiscal year.

E. GASB STATEMENT 34

The issuance of Statement 34 by GASB has influenced the creation and reporting of individual funds. GASB 34 essentially mandates dual accounting systems: one for government-wide (i.e. the government as a single entity) reporting and another for individual fund reporting. Under GASB 34 for individual funds, the City will continue utilizing the accounting and budgeting processes as described above. However, because GASB 34 mandates the flow of economic resources measurement focus and accrual basis of accounting for the government-wide reporting, extensive reconciliation must be performed to present aggregated fund information in the government-wide reporting model. Therefore, operating funds will be created with the objective of minimizing the reconciliation necessary for government-wide reporting.

IV. BUDGET ADMINISTRATION

A. LEVEL OF CONTROL

All expenditures of the City of Bellmead shall be made in accordance with the annual budget. The legal level of control (the level at which expenditures may not legally exceed appropriations) is the fund. During the fiscal year, conditions may arise that require modifications to the budget.

B. AMENDING THE BUDGET

Texas law provides for two types of expenditure budget amendments.

1. AMENDMENTS

The City Council may amend or change the budget by resolution. Resolutions amending the budget must be filed with the City Secretary. The

City Secretary will attach the amendment to the original budget (Local Government Code §102.009(c) and Local Government Code §102.010). All approved budget amendments must also be filed with the Clerk of McLennan County (Local Government Code §102.009(d)).

2. TRANSFERS

Transfers between expenditure accounts will be approved in accordance with City Charter, Article VII, Section 61.

V. AUDITING AND FINANCIAL REPORTING

The City shall comply with prevailing federal, state, and local statutes and regulations, as well as current professional principles and practices.

A. MONTHLY FINANCIAL REPORTING

Monthly reports shall be prepared comparing expenditures and revenues to the current budget. Explanatory notes and charts may be included, as needed. A summary report on the contracts awarded, capital projects completed, and status of the City's various capital programs may be included in the monthly reports.

The monthly report will be provided to City Council through the City Manager (City Charter, Article VII, Section 60(3)) within thirty (30) days following the conclusion of each calendar month.

B. ANNUAL FINANCIAL REPORTING

Following the conclusion of the fiscal year, the Finance Department shall prepare a Comprehensive Annual Financial Report (CAFR) in accordance with generally accepted accounting and financial reporting principles established by GASB. The document shall also satisfy all criteria of the Government Finance Officers Association's Certificate of Achievement for Excellence in Financial Reporting Program.

The CAFR shall include the results of the annual audit prepared by independent certified public accountants designated by the City Council. The CAFR shall be filed with the City Secretary within 180 days of fiscal year end (Local Government Code §103.003).

C. EXTERNAL AUDIT

Not less than thirty (30) nor more than sixty (60) days prior to the end of each fiscal year, the City Council shall designate qualified Certified Public Accountants who, as of the end of the fiscal year, shall make an independent audit of accounts and other evidences of financial transactions of the city government and shall submit their report to the City Council (City Charter, Article III, Section 31).

D. SELECTION OF AUDITORS

No later than every five years, the City shall request proposals from qualified independent firms of certified public accountants to perform an annual audit of the books of account, records and transactions, opine on the CAFR and Single Audit Report and report the results and recommendations to City Council. The Audit Committee shall review all proposals and submit their recommendation to the City Council for approval. The City is under no obligation to change auditors.

VI. REVENUES

A. ACCEPTANCE OF DONATED PROPERTY

Any donation of unrestricted cash may be accepted. Restricted cash donations or other gifts offered to the City must be approved in writing by the City Manager prior to acceptance. The determination to accept or reject the donation will be based upon the best interest of the City, considering such things as projected operating, maintenance, and insurance costs. Solicitations for donations to the City by any City employee, department, or organization must be approved by the City Manager.

B. USER FEES

User fees shall be reviewed annually to calculate their full cost recovery levels, to compare them to the current fee structure, and to recommend adjustments where necessary. The City Council shall approve fees except when formally delegated to the City Manager. The fee review will occur mid-year and will not be part of the budget process.

1. GOVERNMENTAL FUNDS

The City shall establish user charges and fees at a level to recover all costs associated with the service (Full Cost Recovery). Charges shall be imposed at the full cost recovery level unless it is determined that policy, legal, or market factors require lower fees. Full cost recovery includes:

- Direct costs associated with providing the service.
- Building and equipment depreciation.
- Section, division supervision or clerical support, etc.
- Citywide and departmental indirect costs.

2. ENTERPRISE FUNDS

It is the intention of the City that all utilities and enterprise funds be self-supporting. Utility rates and enterprise fund user fees shall be set at levels sufficient to cover operating expenditures, meet debt obligations, bond coverage requirements, provide funding for capital improvements, and provide adequate levels of working capital. The City shall seek to eliminate all forms of subsidization to utility/enterprise funds from the General Fund.

User fees, particularly utility rates, should identify the relative costs of serving different classes of customers to the extent possible.

Free services will be provided to no one.

C. ADMINISTRATIVE SERVICES CHARGES

The City shall establish a method to annually determine the administrative services charges provided by the General Fund to enterprise funds. The enterprise funds shall pay the General Fund for services rendered.

D. SUPPLEMENTARY FUNDING

Where possible, the City of Bellmead will maximize its financial resources by obtaining supplementary funding through contributions and agreements with other public and private agencies for the provision of public services or the construction of capital improvements.

E. GRANTS

The City will only utilize grants that meet the objectives and priorities identified by the City Council. Advance knowledge of how the City will pick up or abandon costs when a grant ends is required. Section XX of this document provides more information on the management of grants.

F. USE OF ONE-TIME REVENUES

The City shall use one-time revenues for one-time expenditures.

G. USE OF UNPREDICTABLE REVENUES

The City shall exercise caution with the use of unpredictable revenues for ongoing expenditures by directing such to one-time expenditures.

H. REVENUE COLLECTION AND ADMINISTRATION

The City shall maintain high collection rates for all revenues by keeping the revenue system as simple as possible in order to facilitate payment. In addition, since revenue should exceed the cost of producing it, the City shall strive to control and reduce administrative costs. The City shall, to the full extent allowed by state law, pursue collection of all delinquent taxes and other overdue payments owed the City.

I. WRITE-OFF OF UNCOLLECTIBLE ACCOUNTS

The City shall monitor payments due to the City (accounts receivable). The City Manager or designee has the authority to periodically write-off accounts where collection efforts have been exhausted and/or collection efforts are not feasible or cost-effective.

VII. OPERATING EXPENDITURES

The City shall ensure fiscal stability and the effective and efficient delivery of services, through identification of necessary services, establishment of appropriate service levels, and careful administration of the expenditure of available resources.

A. CURRENT FUNDING BASIS

The City shall operate on a current funding basis. Expenditures shall be budgeted and controlled to not exceed current revenues plus the planned use of fund balance. (The Fund Balance/Working Capital Policy Statements shall guide the use of fund balance.)

B. AVOIDANCE OF OPERATING DEFICITS

The City shall take immediate corrective actions if at any time during the fiscal year expenditure and revenue re-estimates are such that an operating deficit (i.e., projected expenditures in excess of projected revenues) is projected at year-end. Corrective actions can include a hiring freeze, expenditure reductions, fee increases, or use of fund balance within the Fund Balance/Working Capital Policy Statements. Expenditure deferrals into the following fiscal year or use of one-time revenue sources for operating purposes shall be avoided.

C. PURCHASING

The City shall have a purchasing policy that ensures the City conducts its purchasing and procurement functions efficiently and effectively, fully complying with applicable Federal and State laws, City ordinances, and in accordance with established internal controls. The City Manager will determine the method of purchase that provides the best value to the City in all instances when a method other than competitive sealed bidding is considered being used (Local Government Code § 252.021(C)).

The City may refuse to enter into any contract or other transaction with any person or entity that is indebted to the City (Local Government Code § 252.0436(A)).

The City Council delegates to the City Manager the authority to approve all contract change orders that involve an increase or decrease to the original contract of \$50,000 or less (Local Government Code § 252.048(C)).

The City Council delegates to the City Manager the authority to approve all purchases up to the legal limit established by state statute.

D. ANNUAL APPROPRIATION

The annual budget appropriations shall equal the estimated revenues and match recurring revenues with recurring expenditures to the extent possible. The budget will be established in a manner to minimize the impact on the quality and scope of city services.

E. CONTINUOUS IMPROVEMENT

The City Manager shall strive to undertake periodic staff and third-party reviews of City programs for both efficiency and effectiveness. As appropriate, the privatization and contracting of services with other governmental agencies or private entities will be evaluated as alternative approaches to service delivery. Programs that are determined to be unresponsive, inefficient, and/or ineffective shall be reduced in scope or eliminated.

F. PERSONNEL EXPENDITURES

The City shall have a personnel policy that ensures the City conducts its human resource and payroll functions efficiently and effectively, fully complying with applicable Federal and State laws, City ordinances, and in accordance with established internal controls.

Personnel expenditures will reflect the optimal staffing needed to provide established quality and scope of city services. To attract and retain employees necessary for providing high-quality service, the City shall maintain a compensation and benefit package competitive with relevant public and private sector employers.

G. MAINTENANCE OF CAPITAL ASSETS

The City shall strive to maintain capital assets and infrastructure at a sufficient level to protect the City's investment, to minimize future replacement and maintenance costs, and to continue service levels. Future maintenance costs will be estimated and planned for at the time a capital project is approved.

VIII. FUND BALANCE

The purpose of this policy is to establish guidelines for governmental fund balances in accordance with Governmental Accounting Standards Board Statement 54, Fund Balance Reporting and Governmental Fund Type Definitions.

A. GOVERNMENTAL FUND BALANCES

The City recognizes that unassigned fund balance is an important measure of economic stability. It is the goal of the City to achieve and maintain an unassigned fund balance in the General Fund equal to 25% of operating expenditures to mitigate financial risk that can occur from unforeseen revenue fluctuations, significant unanticipated expenditures, and natural disasters.

The annual budget shall be presented to City Council with the General Fund reflecting an ending unassigned fund balance in the current budget year which is no less than 22% of that fund's annual operating expenditures. The City considers a balance less than 22% to be cause for concern, barring unusual or deliberate circumstances. If unassigned fund balance falls below the established minimum, the City shall refrain from making additional appropriations from fund balance and shall appropriate funds in future budgets to replenish the fund balance based upon a timetable deemed adequate by the City Council, not to exceed three years.

1. DEBT SERVICE FUND

The City will maintain an unassigned fund balance in the General Debt Service Fund of 25% of annual expenditures.

2. CAPITAL PROJECTS FUNDS

The City will maintain reserves in Capital Projects Funds that will not exceed the amount needed to fully fund the approved projects set forth in the five-year Capital Improvement Plan.

3. SPECIAL REVENUE FUNDS

The City will maintain an unassigned fund balance of 25% of operating expenditures (including operating transfers out and debt service payments) in the following special revenue funds:

- Hotel/Motel Tax Fund
- Child Safety Fund
- Court Security Fund

B. ORDER OF FUND EXPENDITURE

The City will utilize funds in the following spending order:

- Restricted
- Committed
- Assigned
- Unassigned

C. FUND BALANCE APPROPRIATIONS

General Fund unassigned fund balances in excess of 25% above may be appropriated for non-recurring capital projects or programs. The City of Bellmead will exercise diligence in avoiding the appropriation of fund balance for recurring operating expenditures. In the event fund balance is appropriated for recurring operating expenditures to meet the needs of the community, the budget document shall include an explanation of the circumstances requiring the appropriation and the methods to be used to address the future use of fund balance for operating expenditures.

D. NON-GOVERNMENTAL FUND BALANCES

Insofar as the above policies and fund balance categories do not apply to proprietary funds, the City recognizes the need to apply a different minimum balance policy to the proprietary funds, in order to ensure continued operation in the event of a natural disaster or significant shortfall in revenues. The proprietary funds will pay (where

applicable) their fair share of general and administrative expenses, in-lieu-of-property taxes, and/or franchise fees.

1. ENTERPRISE FUNDS

The City will maintain a working capital balance (current assets minus current liabilities) of 25% of operating expenses (including operating transfers out and debt service payments) to mitigate financial risk. The annual budget shall be presented to Council with each proprietary fund reflecting an ending working capital balance that is no less than 25% of operating expenses.

Working capital balances in excess of 25% may be appropriated for non-recurring capital projects or programs. Should working capital fall below the minimum, the City shall refrain from making additional appropriations from fund net assets. If a proprietary fund is temporarily unable to pay all expenses, then the City Manager may waive general and administrative expenses, in-lieu-of-property taxes, and/or franchise fees until the fund is able to pay them. The City Council may pay out-of-pocket expenses that a fund is temporarily unable to pay with inter-fund loans, to be repaid at a future date.

IX. INTER-FUND LOANS

Inter-fund loans are amounts provided between funds of the City of Bellmead with a requirement for repayment.

A. SHORT-TERM BORROWING

The City Manager is authorized to approve temporary inter-fund borrowings for cash flow purposes whenever the cash shortfall is expected to be resolved within 45 days. The most common use of inter-fund borrowings under this circumstance is for grant programs where costs are incurred before drawdowns are initiated and received. However, receipt of funds is typically received shortly after the request for funds has been made.

B. REVIEW AND APPROVAL

All inter-fund loan proposals must be reviewed and approved by the Chief Financial Officer and the City Manager or designee.

C. FUNDING SOURCE FOR LOANS

The funding source of all inter-fund loans must be idle cash on deposit in a fund. During the term of the loan, the outstanding balance at any time must not be needed to finance normal operations. Adequate documentation (i.e., cash flow analysis) is required to support that loaned funds are idle.

D. USE OF LOAN PROCEEDS

Inter-fund loans must only be made to finance short-term operating or capital needs of the borrowing fund. Short-term is defined as a period up to five (5) years.

E. REPAYMENT SOURCE

The borrowing funds must have an identified revenue stream for the repayment of all principal and interest incurred. Management must provide documentation of ability to repay the obligation, and the department incurring the loan must execute an agreement described in section F below. Loans will not be approved if the obligor fund cannot substantiate the ability to finance current business and capital operations, make agreed upon loan repayments, and maintain sufficient cash to meet emergency needs.

F. REPAYMENT TERM

All inter-fund loans must be repaid in no more than five (5) years from the date loan documents are executed.

G. LEGAL DOCUMENTATION

All inter-fund loans are approved by the City Council and are consummated by loan agreements. Those agreements will stipulate the loan purpose, the loan amount, the term, repayment source, interest rate, and other information as required.

H. REPAYMENT

All idle City cash is pooled and invested to earn a return. The lending fund should recover this foregone investment revenue. Therefore, inter-fund loans are interest bearing except for advance funding for grants, reimbursement resolutions, or when senior management finds it appropriate to forego the payment of interest. The interest rate charged and paid must comply with all applicable laws and regulations. At a minimum the rate charged will equal the weighted average return earned on the City's pooled cash.

I. PROPRIETARY FUND LOANS

Excess pledged revenues can be used to make loans to other City Funds. Before making that determination, the proprietary fund must cover all obligations for Operation and Maintenance Expenses, Debt Service Expenses, Debt Service Coverage, Transfers to the General Fund, and Operation Reserve Requirement.

1. PURPOSE OF THE LOAN

To fund non-proprietary fund capital projects for which there is no other viable funding source, and which total amount falls between a minimum and maximum threshold.

2. AGREEMENT

A formal written agreement between the proprietary fund and the receiving fund, clearly defining the terms and conditions of the agreement should be in place.

3. DETERMINATION OF SURPLUS

Prior to a loan agreement being made, a determination of surplus must be made by meeting the following criteria:

- There are sufficient excess pledged revenues
- Coverage amounts meet or exceed the recommended ratios; and
- The reserve requirements are met.

X. INTER-FUND TRANSFERS

A. OPERATING FUNDS

Inter-fund transfers are used to pay for actual general and administrative costs in the General Fund and to charge franchise fees to Proprietary Funds. Franchise fees (street rental fees) are assessed for the General Fund to gain back a portion of costs for the wear and tear on its streets, alleys, and rights-of-way and shall be limited to 5% of actual revenues within the applicable proprietary funds.

All inter-fund transfers between the operating funds must be authorized by City Council. This authorization is obtained by approval of the Annual Budget or through budget amendment.

B. CAPITAL PROJECTS FUNDS

1. GENERAL FUND

Fund balances in excess of 25% in the General Fund may be transferred to the Capital Projects Fund.

2. BOND FUNDS

Surplus bond proceeds may be transferred to:

- Another bond fund of the same purpose.
- The debt service fund to reduce outstanding debt.
- Operating funds due to reimbursement resolutions approved by City Council

C. ENTERPRISE FUNDS

Working capital in excess of 25% in the enterprise funds may be transferred to the enterprise capital projects fund.

XI. CAPITAL EQUIPMENT/PROJECT EXPENDITURES

The City shall annually review the needs for capital improvements and equipment, the current status of the City's infrastructure, replacement and renovation needs, and potential new projects. All projects, ongoing and proposed, shall be prioritized based on an analysis of current needs and resource availability. For every capital project, all operation, maintenance, and replacement costs shall be fully costed, considered, and built into the long-term operating budget forecast.

A. CAPITALIZATION THRESHOLD

The GFOA recommends that "best practice" guidelines be followed in establishing capitalization thresholds for tangible capital-type items. Accordingly, the following criteria are followed:

- Individual items costing \$5,000 or more and capital projects whose total cost (in the aggregate) exceeds \$100,000 or more will be capitalized and depreciated according to GASB rules.
- Tangible, capital assets will only be capitalized if they have an estimated useful life of at least two years following the date of acquisition.

- Capitalization thresholds will be applied to individual items rather than groups or similar items.
- Only capital improvements that lengthen the estimated useful life of an asset or increase service capacity (effectiveness or efficiency) will be capitalized. Repairs and maintenance for an asset to retain its value are not capitalized.
- Records and procedures will be established to ensure adequate control over non-capitalized tangible assets. Departments must submit a certified report of all non-capitalized tangible assets to the Finance Department annually. It shall be the responsibility of the individual department directors to maintain records sufficient to demonstrate compliance with this policy.

B. CAPITAL EQUIPMENT

The City shall annually prepare a schedule for the replacement of its non-infrastructure capital assets (i.e., Fleet). Within the resources available each year, the City shall replace these assets according to the aforementioned schedule.

Expenditures for new (not replacement) capital equipment shall be made only to enhance employee productivity, improve quality of service, or expand scope of service.

C. CAPITAL PROJECT EXPENDITURES

Capital projects are defined as non-recurring expenditures for improvements that exceed \$100,000 and have useful lives exceeding one year. Examples include water and wastewater line replacement, street resurfacing, building construction and renovation, major software and hardware projects, and park improvements.

Capital projects will be constructed to:

- Protect, maintain, or improve the community's quality of life and economic vitality,
- Provide significant rehabilitation of City infrastructure for sustained service, and
- Support and service new development.

All projects shall be prioritized based on an analysis of current needs and resource availability. Capital project expenditures will not be authorized by the City Council without identification of an adequate funding source. Potential funding sources include, but are not limited to, reserve funds, debt issuances, matching fund revenues, user fees, grants, or reallocation of existing capital funds with the

recognition that construction of previously authorized capital projects may be delayed or postponed.

1. CAPITAL IMPROVEMENT PROGRAM (CIP)

The City will develop a multi-year plan for capital projects which identifies all projects likely to be constructed within a five-year horizon. The multi-year plan will reflect for each project the likely source of funding and attempt to quantify the project's impact to future operating expenditures. Costs incurred for advanced planning of capital projects may be funded from reimbursement of appropriate debt or operating funds via a reimbursement resolution approved by City Council.

Capital improvement planning and programming shall include the following categories for the determination of funding for individual projects: design costs, right-of-way costs, utility construction/adjustment costs, construction costs, appropriate contingency funds, furnishings and equipment, and direct project administration services provided by City employees or contractors.

A) PROJECT MANAGER

Every CIP project will have a qualified project manager who will prepare the project proposal, ensure that required phases are completed on schedule, authorize all project expenditures, ensure that all regulations and laws are observed, and periodically report project status.

B) CAPITAL PROJECTS REVIEW COMMITTEE

A committee will be organized by the City Manager or designee to review project proposals, determine project phasing, recommend project managers, review and evaluate the draft CIP budget document, and report CIP progress on an ongoing basis.

C) CIP APPROPRIATION

The City's annual CIP appropriation for study, design, acquisition, and/or construction is based on the projects designated by the City Council through adoption of the Annual Budget.

Accordingly, project appropriations are generally made when contracts are awarded. If project costs at the time of bid award are less than the budgeted amount, the balance will be unappropriated and returned to fund balance or allocated to another project. If project costs at the time of bid award are greater than budget amounts, several options are available which may include:

- Eliminate the project.
- Defer the project for consideration.
- Re-scope or change the phasing of the project to meet the existing budget.
- Transfer funding from another specified lower priority project.
- Appropriate additional resources as necessary from fund balance.

D) CIP BUDGET CARRYOVER

Appropriations for CIP projects lapse three years after budget adoption due to lack of activity. Projects which lapse from lack of project account appropriations may be resubmitted for inclusion in a subsequent CIP. Project accounts, which have been appropriated, will not lapse until completion of the project.

2. CAPITAL PROJECTS FUND

A Capital Projects Fund shall be established and maintained to accumulate reimbursements from other governmental agencies for the prior purchase of real property assets, proceeds from an occasional sale of surplus real property as approved by City Council, and transfers from the General Fund unassigned fund balance. This fund shall only be used to pay for non-routine and one-time expenditures such as land and building purchases, capital maintenance and repairs, construction projects, feasibility, design, and engineering studies related to such projects, capital equipment and vehicles, and technology improvements. Expenditures from this fund should be aimed at protecting the health and safety of citizens and employees, protecting the existing assets of the City, ensuring public access to City facilities and information, and promoting community-wide economic development.

3. UTILITY CAPITAL EXPENDITURES

The City of Bellmead uses three funding sources for utility capital expenditures. First, utility rates will be designed to provide sufficient funding for a depreciation reserve which accumulates resources to replace or rehabilitate aging infrastructure. Second, the multi-year financial plan provides debt strategies to finance needed capital items. Third, annual transfers are made to capital rehabilitation and renewal projects from utility operations to maintain adequate funding for capital items.

D. FINANCING

The City recognizes that there are three basic methods of financing capital needs. Funding may be budgeted and covered by current revenues, may come from fund balance, or borrowed through the issuance of debt. Debt financing includes general obligation bonds, revenue bonds, certificates of obligation, lease/purchase agreements, certificates of participation, tax notes, and other obligations permitted to be issued or incurred under Texas law. Guidelines for assuming debt are set forth in the Debt Policy Statements.

E. SURPLUS BOND FUNDS

Surplus project funds may become available after the completion of a specific, authorized bond project or may result when a bond project is modified or eliminated without being simultaneously replaced by another eligible project. Surplus bond funds may be used for projects consistent with the authorized purpose of the bonds per the bond covenant to:

- Finance cost overruns on bond projects within the same bond proposition;
- Fund emergency projects;
- Reduce outstanding debt at the end of the bond program; and
- Fund newly identified projects within the authorized purposes of an approved bond proposition only after all authorized projects/categories within the same proposition are substantially complete. A project would be considered substantially complete when design has been fully completed, construction is substantially underway, and staff has prepared cost projections that include ample contingencies to complete the project in the event unforeseen costs should arise.

XII. TEXAS MUNICIPAL RETIREMENT SYSTEM

A. PARTICIPATING EMPLOYEES

City employees of all departments shall be required to participate in the Texas Municipal Retirement System (TMRS).

B. EMPLOYEE ELIGIBILITY

To be eligible for retirement benefits, employees must be considered full-time and work more than 1,000 hours per year.

C. CALCULATION OF TOTAL EARNINGS

For purposes of calculating TMRS contributions, the total earnings that are paid by the City to an employee will constitute the basis of the calculation.

D. CONTRIBUTIONS TO THE TMRS

All TMRS eligible employees of the City shall make contributions to the TMRS system at the rate of six percent (6%) of their individual earnings.

The City shall match employee contributions made by participating employees to the TMRS at the rate of two to one.

E. EMPLOYEE VESTING AND RETIRMENT ELIGIBILITY

TMRS eligible employees will vest after five (5) years of service.

Employees will be eligible to retire after five (5) years of service at the age of sixty (60); or after twenty-five (25) years of service at any age.

F. REMITTANCE TO TMRS

The City Manager is directed to budget for and remit to the TMRS, the City's contributions and the amounts which shall be deducted from the compensation or payroll of employees, in accordance with this policy.

G. UPDATED SERVICE CREDITS

It is the policy of the City to provide annual updated service credits including transfer credits at the rate of 100% of the base Updated Service Credit.

H. INCREASE IN RETIREMENT ANNUITIES

It is the policy of the City to provide annual annuity increases in accordance with the TMRS Act at the rate of 70% of the percentage change in Consumer Price Index as provided in the TMRS Act.

XIII. DEBT

The City will attempt to support capital projects with appropriations from operating revenues or excess fund balances (i.e. “pay-as-you-go”) to minimize the issuance of debt.

A. PRINCIPLES

- To minimize interest payments on issued debt, the City will maintain a rapid debt retirement policy by issuing debt with maximum maturities not exceeding the lesser of 25 years or the useful life of the improvement. Retirement of debt principal will be structured to ensure constant annual debt payments.
- The City will attempt to maintain base bond ratings (prior to insurance) equivalent to AA. The City shall continue to seek to enhance its credit quality by frequent contact and visits with the rating agencies, and monitoring the current trends and guidance from the agencies.
- When needed to minimize annual debt payments, the City will obtain insurance for new debt issues.
- Generally, competitive sale is preferred to a negotiated sale.
- In order to minimize the impact of debt issuance on the property tax rate and to assist the City in meeting its arbitrage requirements, the City will consider the sequential sale of bonds for the purpose of financing capital projects.

B. USE OF DEBT FINANCING

Debt financing, to include general obligation bonds, revenue bonds, certificates of obligation, certificates of participation, tax notes, lease/purchase agreements, and other obligations permitted to be issued or incurred under Texas law, shall only be used to purchase capital assets and equipment that cannot be prudently acquired from either current revenues, assigned fund balance, or net position, and to fund infrastructure improvements and additions. The useful life of the asset or project should exceed the payout schedule of any debt the City assumes.

C. ASSUMPTION OF ADDITIONAL DEBT

The City shall not assume more tax-supported general-purpose debt than it retires each year without conducting an objective analysis as to the City's ability to assume and support additional debt service payments. When appropriate, self-supporting revenue bonds shall be considered before general obligation bonds.

D. AFFORDABILITY TARGETS

1. GENERAL OBLIGATION BONDS

The City shall use an objective analytical approach to determine whether it can afford to assume new general-purpose debt (General Obligation bonds, tax notes, and Certificates of Obligation) beyond what it retires each year. This process shall take into consideration any potential impact to the City's credit ratings, the growth in the City's taxable assessed value, and the targeted debt service tax rate. The process shall also examine the direct costs and benefits of the proposed expenditures. The decision on whether to assume new debt shall be based on these cost and benefits, the current conditions of the municipal bond market, and the City's ability to "afford" new debt as determined by the aforementioned standards. The City will target that the interest and sinking tax rate for the repayment of debt is at or below 25% of the total tax rate.

2. REVENUE BONDS

Revenue bonds are secured solely by the revenues of an enterprise fund. As a result, the credit markets look at the type of enterprise securing the payment of debt service on the bonds to determine the level of security necessary for the purchase of the bonds.

Whether revenue bonds can be secured with gross revenues of the enterprise or net revenues (i.e., those revenues remaining after paying costs of operation and maintenance) is often determined by law. Coverage requirements, and the need for and level of reserve funds to provide additional security in support of revenue bonds, are subject to rating agency review and market standards.

3. CERTIFICATES OF OBLIGATION

Certificates of Obligation may be issued without public election to finance any public work project or capital improvement, as permitted by State law.

However, it is the policy of the City to utilize Certificates of Obligation to finance public improvements for special circumstances and only after determining the City's ability to assume additional debt based on the standards identified above. Those special circumstances in which Certificates might be issued include, but are not limited to:

- Advance design of projects to get them “shovel ready” and accurately determine the bond amount.
- Cost overruns on a general obligation bond-financed capital improvement have occurred;
- “Emergency” conditions require a capital improvement to be funded rapidly including an evaluation of projects that are deemed to be non-discretionary and requires City action;
- Financial opportunities unexpectedly arise to leverage funds from other entities and reduce the City's capital cost for a community improvement;
- A capital improvement is a revenue-producing facility, but due to the nature of the project or the time it takes for the facility to become operational and produce revenues, the improvement may not generate sufficient revenues throughout the life of the improvement to support the indebtedness secured solely by the revenues to be produced by the improvement;
- It would be more economical to issue Certificates of Obligation rather than issuing revenue bonds; and
- The timing of the construction of a capital improvement and the expense of calling a bond election for a single proposition would, in the opinion of staff and with the approval of the City Council, warrant the issuance of Certificates of Obligation to finance the capital improvement.

E. CALL PROVISIONS

Call provisions for bond issues shall be made as short as possible without penalty consistent with the lowest interest cost to the City. When possible, all bonds shall be callable only at par.

F. SALE PROCESS

The City shall use a competitive bidding process in the sale of debt unless the nature of the issue or market conditions warrants a negotiated sale.

G. TIMING OF SALES

The City may use the cash received through the issuance of notes pursuant to the appropriation authority that may be available in accordance with the commercial paper programs to begin capital projects approved under those programs. The City may also consider using reimbursement resolutions and its cash to initiate certain projects. Consideration should be given to any lost interest earnings on the City's cash compared to the anticipated interest expense associated with the issuance of obligations by the City. This process will improve the City's ability to time its entry into the long-term fixed rate market and to manage its debt issuances and debt payments in order to minimize the impact on tax rates and utility rates.

H. RATING AGENCY PRESENTATIONS

Full disclosure of operations and open lines of communication shall be made to the rating agencies. City staff shall prepare the necessary materials and presentation to the rating agencies. Credit ratings will be sought from one or more of the nationally recognized municipal bond rating agencies, currently Moody's, Standard & Poor's, and Fitch.

I. CONTINUING DISCLOSURE

The City is committed to providing continuing disclosure of financial and pertinent credit information relevant to the City's outstanding securities and will abide by the provisions of Securities and Exchange Commission (SEC) Rule 15c2-12 concerning primary and secondary market disclosure. City staff will update financial and pertinent credit information within six months of the end of the City's fiscal year and at such other times as may be indicated by material changes in the City's financial situation.

J. DEBT REFUNDING

City staff shall monitor the municipal bond market for opportunities to obtain interest savings by refunding outstanding debt. As a general rule the present value savings of a particular advance refunding (i.e., bonds that are paid off on a date that is more than 90 days after the date the refunding bonds are issued) should exceed 3.5% of the par amount of the refunded maturities.

K. POST BOND ISSUANCE FEDERAL TAX COMPLIANCE

The City has issued or will issue from time to time bonds, notes or other tax-exempt obligations (collectively, the "Bonds"). The City is required by the terms of Section

103 and 141 through 150 of the Internal Revenue Code of 1986, as amended ("Code"), and the U.S. Treasury Regulations promulgated thereunder ("Regulations"), to preserve the tax-exempt status of its Bonds subsequent to their issuance. Further, the Code and the Regulations impose record retention requirements on the City with respect to its Bonds.

XIV. CASH MANAGEMENT

Deposits of cash shall be made daily. The timing and availability of funds shall be analyzed in order to maximize interest earnings from investments. City staff shall monitor and manage activity in the City's bank accounts to optimize the availability of funds and interest earned. Written guidelines on cash handling, accounting, segregation of duties, and other financial matters shall be maintained.

A. POOLED CASH

In order to provide liquidity adequate to meet the needs and demands of providing governmental services including unanticipated reductions in revenues or unplanned increases in expenditures, cash balances will be maintained and managed through the Pooled Cash method in such a way as to minimize short-term borrowing. This reduces overall cost to taxpayers by minimizing interest expense.

B. SELECTION OF DEPOSITORY BANK

The City will undertake a comprehensive review of its banking needs and seek competitive proposals for bank services on a regular basis. The bank shall be chosen by the City Council for a multi-year period, and banking services proposals shall be reviewed by the Investment Committee. In general, the City will seek proposals from depository banks every five years, although it is under no obligation to change.

XV. INTERNAL CONTROLS

The City shall establish and maintain an internal control structure designed to provide reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, and that transactions are executed in accordance with management's authorization and recorded properly to permit the preparation of general-purpose financial statements in accordance with generally accepted accounting principles.

A. BASIC ELEMENTS OF INTERNAL CONTROL

1. AUTHORIZATION

All transactions are properly authorized by management.

2. COMPUTER DATA PROCESSING

Procedures shall be designed to control development, modification, and maintenance of computer programs; use and changes to data maintained on computer files; application controls, for example, edits that verify vendor numbers for check writing.

The Finance Department will establish application controls and user access levels to the City's financial system.

3. SEGREGATION OF DUTIES

The organizational plan should separate functional responsibilities. Procedures designed to detect errors and irregularities should be performed by persons other than those who are able to approve them, and those persons should be made aware of the avenues available to them for reporting those errors and irregularities, including but not limited to their chain-of-command, Chief Financial Officer, and City Manager.

4. EXECUTION OF TRANSACTIONS

There is reasonable assurance that transactions are executed as authorized.

5. RECORDING OF TRANSACTIONS

Transactions are recorded as necessary to permit preparation of financial statements in conformance to statutory requirements and accounting principles generally accepted in the United States, and to maintain accountability for assets.

6. ACCESS TO ASSETS

Access to assets and records should be permitted only with management's authorization.

7. PERIODIC INDEPENDENT VERIFICATION

The records should be checked against the assets by someone other than the persons responsible for the records or the assets, and the person checking the records should be made aware of his or her avenues for reporting irregularities or errors, including but not limited to his or her chain-of-command, Chief Financial Officer, or City Manager. Examples of independent verification are monthly bank reconciliations and periodic counts of inventory.

B. WRITTEN PROCEDURES

Written procedures will be maintained by the Finance Department for all functions involving the handling of cash and securities. These procedures shall embrace sound internal control principles.

C. FINANCE DEPARTMENT RESPONSIBILITIES

The Finance Department shall issue internal control procedures based upon deficiencies that have been identified by City staff or the independent auditors. Finance shall ensure that a good faith effort is made to implement all independent auditor recommendations pertaining to internal control. The Finance Department will administer an “in-house audit” program to regularly and systematically review and monitor internal control procedures and compliance with federal and state regulatory requirements pertaining to internal controls or financial reporting.

D. DEPARTMENT HEAD RESPONSIBILITIES

Each department head is responsible to ensure that internal control procedures, including those issued by the Finance Department, are followed throughout the department.

XVI. ECONOMIC DEVELOPMENT FUNDING

The City may use authorized funding sources for promoting new development or redevelopment within the City that will promote economic improvement, stimulate commercial activity, generate additional sales tax, and that will enhance the property tax base and economic vitality of the City.

A. POSITIVE BUSINESS ENVIRONMENT

The City shall endeavor, through its regulatory and administrative functions, to provide a positive business environment in which local businesses can grow,

flourish, and create jobs. The City Council and City staff will be sensitive to the needs, concerns, and issues facing local businesses.

B. COMMITMENT TO BUSINESS EXPANSION, DIVERSIFICATION, AND JOB CREATION

The City shall encourage and participate in economic development efforts to expand Bellmead’s economy and tax base and to increase local employment. These efforts shall not only focus on newly developing areas but on all areas where development can generate additional jobs and other economic benefits.

C. INCREASE NON-RESIDENTIAL SHARE OF TAX BASE

The City’s economic development program shall seek to expand the non-residential share of the tax base to decrease the tax burden on residential homeowners.

D. COORDINATION OF EFFORT

The City’s economic development program shall encourage close cooperation with other local jurisdictions, chambers of commerce, and groups interested in promoting the economic well-being of this area.

E. INCENTIVES/FINANCING

1. GENERAL FUND

Funding may be provided directly from the General Fund or through transfers from the General Fund to the Economic Development Corporation.

2. WATER AND SEWER FUND

Funding may be provided through transfers from the Water and Sewer Fund to the Economic Development Corporation.

3. 380 AGREEMENTS

Available resources may be used to fund economic development for residential and business purposes through tax incentives authorized by the Texas Local Government Code Chapter 380.

4. TAX INCREMENT FINANCING

Tax increment financing may be used to fund economic development projects for new development and redevelopment through ad valorem taxes generated on the incremental growth of real property in tax increment reinvestment zones as authorized by Texas Property Tax Code Chapter 311.

XVII. E-COMMERCE

The City shall fully utilize available technologies to expedite cash payments and receipts, enhance employee productivity, and provide customer satisfaction.

A. FULLY INTEGRATED FINANCIAL SYSTEMS

All E-Commerce systems and procedures must fully and transparently integrate with the City's financial and accounting systems, its depository bank systems, and any other City information system which interfaces with an E-Commerce system.

B. EMERGING TECHNOLOGIES

The City will work closely with its depository bank and other financial partners to evaluate and implement the standard industry accepted technologies that prove to be efficient and effective in pursuit of the City's E-Commerce goals.

C. VENDOR E-PAYMENTS

The City will actively migrate vendor payments from paper checks to other forms of payment, including but not limited to:

- Automated Clearing House (ACH) payments;
- Wire transfers; and
- Virtual credit cards payments.

D. DIRECT DEPOSITS

The City will actively migrate payroll payments from paper checks, to electronic formats, including but not limited to direct deposits.

E. INTERNET PAYMENT OPTIONS

Working with its depository bank and other financial partners, the City will seek to develop and implement internet payment options of best practices which will allow customers and citizens to pay bills due the City conveniently and securely.

F. FUNDING FOR SERVICE FEES

The City will work towards building the cost of e-payments into the cost of products and services rather than having an add-on fee.

G. INFORMATION SECURITY

The City will employ security measures consistent with best practice to ensure the integrity and confidentiality of customer and citizen data that is stored or is a component of transactions utilizing the City's information technology infrastructure or that of its service providers.

XVIII. FINANCIAL CONSULTANTS

The City shall seek out and employ the assistance of qualified financial advisors and consultants as needed in the management and administration of the City's financial functions. Financial advisors and consultants that provide professional services as defined by Texas Government Code 2254 and Local Government Code 252.022 are exempted from competitive bidding requirements.

If exempted from competitive bidding requirements, the professional service provider shall be selected using requests for qualifications and based upon demonstrated expertise relative to the scope of work to be performed. Non-exempted service providers will be selected following competitive bidding requirements. Examples of services provided by financial advisors and consultants include but are not limited to investments, debt administration, financial accounting systems, program evaluation, and financial impact modeling.

XIX. GRANTS

The City shall seek, apply for, and effectively administer federal, state, and foundation grants-in-aid that address the City's current priorities and policy objectives

A. GUIDELINES

The City shall apply, and facilitate the application by others, for only those grants that are consistent with the objectives and high priority needs previously identified by City Council. The potential for incurring ongoing costs, to include the assumption of support for grant-funded positions from local revenues, will be identified, planned, and considered prior to applying for a grant.

B. INDIRECT COSTS

The City shall recover full indirect costs unless the funding agency does not permit it. The City may waive or reduce indirect costs if doing so will significantly increase the effectiveness of the grant.

C. REVIEW

All grant submittals shall be reviewed by the Finance Department for their cash match requirements, their potential impact on the operating budget, and the extent to which they meet the City’s policy objectives. If there are cash match requirements, the source of funding shall be identified prior to application. If there is a future year’s obligation, the source of funding shall be identified prior to application to ensure available cash-flow to meet those obligations.

D. PROGRAM TERMINATION

The City shall terminate grant-funded programs and associated positions when grant funds are no longer available unless alternate funding is identified and programmed into the long-term financial plan.

XX. WAIVING LIENS FOR DEMOLITION OF DANGEROUS BUILDINGS OR HEALTH AND SAFETY ABATEMENTS

A. PURPOSE

This policy establishes the guidelines for waiving and releasing liens placed on property by the City, and specifically covers those liens placed for demolition of a dangerous building or abatement of health and safety violations.

B. DEMOLITION AND HEALTH AND SAFETY ABATEMENT

Pursuant to Chapter 4 of the City of Bellmead Code of Ordinances, dangerous buildings or structures are a public nuisance and shall be abated. The City shall comply with all requirements in state law and Chapter 4, as may be amended in the future, in demolishing dangerous buildings.

Nuisances found in Chapter 13 of the City of Bellmead Code of Ordinances include high weeds and grass; dangerous weeds over 48 inches; accumulation of litter, trash or rubbish; littering by depositing or dumping; allowing unsanitary conditions; care of premises; and accumulation of fill dirt. These are considered public nuisance

pursuant to Chapter 13. The City shall comply with all requirements in state law and Chapter 13, as may be amended, in abatement of public nuisances.

C. FUNDING

Demolition of dangerous buildings shall be completed using any funds available to the responsible department, including the City's general fund and community improvement fund as allowed. Abatement of health and safety nuisances shall be completed using any available funds.

D. PLACEMENT OF LIEN

If the owner(s) of property fails to reimburse the City for the costs of demolishing a dangerous building or abatement of a health and safety violation, after the City has given required notice and time to pay, the City shall place a lien on real property on which the violation occurred. The lien shall accrue interest at the rate provided by law until the lien is paid or otherwise released.

E. PROCEDURE FOR WAIVING LIENS

Liens may be waived when McLennan County Tax Appraisal District has placed a property into trust for failing to sell in previous sheriff's sales and the City did not previously waive liens. When a property is in trust, the City is responsible for maintenance of the property and may not place additional liens for any abatement to remedy the violation. By the time a property is placed in trust, the City has also made multiple unsuccessful attempts to collect on the liens placed during demolition.

If the City elects to intervene as a party to a foreclosure for delinquent taxes by the McLennan County Tax Appraisal District, liens are not waived but instead are extinguished in the foreclosure process.

The City shall not waive liens at the request of a property owner unless, after investigation by City staff, it is determined that the lien was placed in error.

The City Council shall retain authority to waive liens not outlined in this policy and upon any finding of a public purpose.

When liens are waived, the City will prepare a release of lien to be filed in the McLennan County records.

F. PUBLIC PURPOSE

The public purpose served by waiving outstanding liens is to make the properties more marketable by McLennan County Tax Appraisal District at sheriff's sales, since often the liens exceed the value of the property and discourage buyers. It will also reduce the amount of time and money the City spends maintaining the real property placed in trust.

G. WAIVER OF INTEREST ON LIENS

The City makes various attempts to collect outstanding liens, which includes administrative fees and interest that accrues by law from the time of filing with McLennan County. Property owners often claim no knowledge of the lien or that a property management company should be responsible. As stated above, the City shall not waive liens at the request of a property owner. The City may waive interest and/or administrative fees on a lien where there is a benefit to the City. Such requests shall be reviewed by the City Manager or designee for approval.



City of Bellmead

Investment Policy

March 10, 2020
Resolution 2020-28

I. INVESTMENT POLICY

A. SCOPE

The Investment Policy applies to the investment activities of the Government of the City of Bellmead (the “City”). These policies serve to satisfy the statutory requirements of the Texas Government Code Chapters 2256 (the “Public Funds Investment Act” or the “Act”) and 2257 (the “Collateral Act”) to define and adopt a formal investment policy. This Policy will be reviewed and adopted by resolution of the City Council at least annually according to the Act.

All financial assets of all funds of the City, including the General Fund, Water and Sewer Utility Fund, Capital Projects Funds, Special Revenue Funds, Debt Service Funds, and all other funds that may be created by the City from time to time, and any funds held in the City’s custody, unless expressly prohibited by law or unless it is in contravention of any depository contract between the City and any depository bank. The Bellmead Economic Development Corporation shall be incorporated as a component unit.

B. INVESTMENT OBJECTIVES

1. SAFETY

Safety of principal is the foremost objective of the City. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. To attain this objective, diversification is required to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer or a specific class of investments. Diversification strategies shall be determined and revised periodically.

2. LIQUIDITY

The investment portfolio will remain sufficiently liquid to enable the City to pay current obligations as they become due. Portfolio maturities will be structured to meet the obligations of the City first, and then to achieve the highest return of interest consistent with the objectives of this Policy. When the City has funds that will not be needed to meet current-year obligations, maturity restraints will be imposed based upon the investment strategy for each fund.

3. PUBLIC TRUST

Investment Officers shall seek to act responsibly as custodians of the public trust. Investment Officers shall avoid any transaction that might impair public confidence in the City’s ability to govern effectively.

4. YIELD

It will be the objective of the City to earn the optimum rate of return allowed on its investments within the constraints imposed by its safety and liquidity objectives, investment strategies for each fund, and state and federal law governing investment of public funds.

C. INVESTMENT COMMITTEE

1. MEMBERS

The members of the City's Investment Committee shall be the Mayor of the City (or his/her designee), the City Manager, the Chief Financial Officer, and the Accountant. The Investment Committee shall receive quarterly reports, as outlined in this Policy, and monitor the results and performance of the investment portfolio.

2. SCOPE

The Investment Committee shall include in its deliberations such topics as: investment strategy, return on investments, economic outlook, portfolio diversification, maturity structure, potential risk to the City's funds, independent training sources, and authorized broker/dealers.

3. PROCEDURES

The Investment Committee shall provide for minutes of its meetings. Any member may request a special meeting, and three members shall constitute a quorum. The Investment Committee shall establish its own rules of procedure.

D. RESPONSIBILITY AND CONTROL

1. DELEGATION

Management responsibility for the investment program is hereby delegated to the Chief Financial Officer, who is responsible for all investment decisions and activities. The Chief Financial Officer and City Manager shall be the City's Investment Officers. Investment Officers are authorized to deposit, withdraw, invest, transfer, execute documentation, and otherwise manage City funds according to this Policy. The Chief Financial Officer

may designate specific City personnel to assist with various investment-related activities. The Chief Financial Officer shall be responsible for all transactions and compliance with the internal controls, to ensure that the safekeeping, custodial, and collateral duties are consistent with this Investment Policy.

2. MANAGEMENT AND INTERNAL CONTROLS

The Chief Financial Officer shall establish a system of internal controls, which shall be documented in writing. The internal controls shall be reviewed by the Investment Committee and with the independent auditor. The controls shall be designed to reasonably prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the City. Dual control of all investment activities will consistently be maintained by the Chief Financial Officer.

3. INVESTMENT MANAGEMENT FIRM

The City Council may contract with an investment management firm, registered under the Investment Advisor's Act of 1940 (15 U.S.C. Section 80b-1 et seq.) to provide for the investment and management of the funds of the City. The contract will be for a term no longer than two (2) years. Renewal or extension of the contract must be in compliance with the Act.

4. TRANSACTION AUTHORITY

Certain signatory responsibilities are required to transact investments. Positions authorized as depository signatories shall be the City Manager, Chief Financial Officer, City Clerk, and the Accounting Manager.

The persons holding these positions are also designated as authorized to transact wire transfers in accordance with the goals and objectives of the City's investment strategy.

Bonding of all those individuals authorized to place, purchase, or sell investment instruments shall be required.

5. PRUDENCE

In accordance with the Act, investments shall be made with the exercise of due care, which persons of prudence, discretion and intelligence exercise in

the management of their own affairs, not for speculation, but for investment considering the probable safety of their own capital as well as the probable income to be derived. Investment of funds shall be governed by the following investment objectives, in order of priority: preservation and safety of principal; maintenance of adequate liquidity; and achievement of risk-appropriate yield. This investment principle shall be applied in the context of managing the overall investment portfolio.

An Investment Officer, when acting in accordance with written procedures and exercising due diligence, shall be relieved of personal responsibility for an individual investment's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments. In determining whether an Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration: (1) the investment of all funds, or funds under the control of the City, over which the Investment Officer had responsibility rather than a consideration as to the prudence of a single investment; and (2) whether the investment decision was consistent with the written Investment Policy.

6. TRAINING, QUALITY AND CAPABILITY OF INVESTMENT MANAGEMENT

It is the City's policy to provide training as required by the Act for the Investment Officers. Authorized Investment Officers will be required to complete 10 hours of training within 12 months of assuming duties. In order to ensure the quality, capability and competency of all Investment Officers in making investment decisions training shall be provided through courses and seminars offered by the independent sources approved by the Investment Committee. After the initial training requirement, at a minimum, all Investment Officers must attend training at least every two years and accumulate 8 hours of training. The two-year period shall begin on the first day of the City's fiscal year and consist of the two consecutive fiscal years after that date.

E. ETHICS

1. CONFLICTS OF INTEREST

Officers and employees directly involved in the investment process, including members of the Investment Committee and those authorized as

depository signatories, shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

2. DISCLOSURE

Such employees shall disclose to the City Manager any material financial interests they have in business organizations that conduct business with the City, and shall further disclose any large personal financial or investment positions, as defined by the Public Funds Investment Act, that could be related to the performance of the City's portfolio. Disclosure items include:

1. the employee owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization.
2. funds received by the employee from the business organization exceed 10 percent of the employee's gross income for the previous year; or
3. the employee has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the employee.

Such employees shall subordinate their personal investment transactions to those of the City, particularly with regard to the timing of purchases and sales.

If any Investment Officer has a personal business relationship with an entity or is related within the second degree by affinity or consanguinity to an individual seeking to sell an investment to the City, the Investment Officer must file a statement disclosing that personal business interest or relationship with the City Council and with the Texas Ethics Commission in accordance with the Act.

F. REPORTING INVESTMENT EARNING EVALUATION

1. QUARTERLY REPORTS

In accordance with the Act, not less than quarterly, the Investment Officers shall prepare and submit to the City Council a written report of investment transactions for all funds for the preceding reporting period within a reasonable time after the end of the period. The report must:

1. describe in detail the investment position of the City on the date of the report;
2. be prepared jointly by all Investment Officers;
3. be signed by each Investment Officer;
4. contain a summary statement of each pooled fund group that states the:
 - a.) beginning market value for the reporting period;
 - b.) ending market value for the period; and
 - c.) fully accrued interest for the reporting period.
5. state the book value and market value of each separately invested asset at the beginning and end of the reporting period by the type of asset and fund type invested; market valuations obtained by the City shall be from sources believed to be accurate and representative of the investment's true value;
6. state the maturity date of each separately invested asset that has a maturity date;
7. state the account or fund or pooled group fund in the City for which each individual investment was acquired;
8. state the compliance of the investment portfolio of the City as it relates to:
 - a.) the investment strategy expressed in the City's Investment Policy; and
 - b.) relevant provisions of the Act; and
9. state the rate of return on the investment portfolio.

The quarterly investment reports shall be reviewed by the City's independent auditors as part of the City's annual audit and the result of this review shall be reported to the City Council.

2. ANNUAL REPORT

Within a reasonable time after the end of the fiscal year, the Chief Financial Officer shall present an annual report on the investment program activity. The annual report shall include 12-month performance information and shall suggest improvements that might be made in the investment program. The annual report may be a component of the fourth quarter investment report.

3. NOTIFICATION OF INVESTMENT CHANGES

It shall be the duty of the Chief Financial Officer to notify the City Council of any significant changes in current investment methods and procedures prior to their implementation, regardless of whether they are authorized by this Policy or not.

4. PERFORMANCE STANDARDS

The investment portfolio shall be designed with the objective of obtaining a rate of return throughout budgetary and economic cycles that is consistent with risk limitations and cash flow needs of the City. Given this strategy, the basis used by Investment Officers to determine whether market yields are being achieved shall be the average return on 90-day or 180-day U.S. Treasury Bills. “Weighted average yield to maturity” shall be the portfolio performance measurement standard.

G. INVESTMENT TYPES

1. ACTIVE PORTFOLIO MANAGEMENT

The City intends to pursue an active vs. a passive portfolio management philosophy. That is investments may be sold before they mature if market conditions present an opportunity for the City to benefit from the trade.

2. ELIGIBLE INVESTMENTS

Financial assets of the City may be invested in:

1. Obligations of the United States or its agencies and instrumentalities, including the Federal Home Loan Banks;
2. Direct obligations of the State of Texas or its agencies and instrumentalities;
3. Financial institution deposits with a state or national bank, savings and loan association, or credit union, that meets the requirements of the Act and are fully insured or collateralized in accordance with Section I. SAFEKEEPING AND CUSTODY.
4. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the State of Texas or the United States or their

respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States;

5. Obligations of states, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm of not less than A or its equivalent;
6. A fully collateralized repurchase agreement, as defined in the Act, if it:
 - a.) has a defined termination date;
 - b.) is secured by cash and obligations described by Section 2256.009 (a) (1) of the Act; and
 - c.) requires the securities being purchased by the City to be pledged to the City, held in the City's account, and deposited at the time the investment is made with the City or with a third party selected and approved by the City; and
 - d.) is placed through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in this State.

Notwithstanding any law, the term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received by the City under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement.

7. Eligible investment pools if the City Council by resolution authorizes investment in the particular pool. An investment pool shall invest the funds it receives from the City in authorized investments permitted by the Act. Investment pools must be continuously rated AAAM or the equivalent by at least one nationally recognized rating service.
8. Money market mutual funds continuously rated AAAM or the equivalent that are registered with and regulated by the Securities

and Exchange Commission, whose investment objectives include seeking to maintain a stable net asset value of \$1.0000 per share. The money market mutual funds must provide the City with a prospectus and other information required by federal law. The City may not invest funds under its control in an amount that exceeds 10% of the total assets of any individual money market mutual fund.

3. CREDIT RATINGS

Not less than quarterly, the Investment Officers will monitor the current credit rating of each held investment that has an Act required minimum rating. Any investment that requires a minimum rating does not qualify during the period the investment does not have the minimum rating. All prudent measures will be taken to liquidate an investment that is downgraded to less than the required minimum rating. The City is not required to liquidate investments that were authorized investments at the time of purchase.

4. LENGTH OF INVESTMENTS

The City shall invest in instruments with scheduled maturity not to exceed the limitation of the specific investment strategy at the time of purchase.

5. DIVERSIFICATION

It shall be the policy of the City to diversify the investment portfolio. Diversification strategies shall be determined and revised periodically by the Investment Committee. In establishing specific diversification strategies, the following general constraints shall apply:

1. Limiting investments to avoid over concentration in investments from a specific issuer or business sector, where appropriate,
2. Limiting investments with higher credit risk,
3. Investing in instruments with varying maturities and in accordance with the City's cash flow projections, and
4. Continuously investing a portion of the portfolio in readily available funds such as local government investment pools, financial institution deposits, money market mutual funds, or overnight repurchase agreements to ensure that appropriate liquidity is maintained in order to meet ongoing obligations.

6. PROHIBITED INVESTMENTS

The following investment instruments are strictly prohibited:

1. Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal;
2. Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest;
3. Collateralized Mortgage Obligations with a stated final maturity greater than ten years;
4. Collateralized Mortgage Obligations the interest rate of which is determined by an index that adjusts opposite to the changes in a market index;
5. The City will not invest in derivatives. For the purposes of this Policy, the definition of derivatives includes instruments which have embedded features that alter their character or income stream or allow holders to hedge or speculate on a market or spreads between markets that are external to the issuer or are not correlated on a one-to-one basis to the associated index or market.

H. SELECTION OF BANKS AND BROKER/DEALERS

1. SELECTION PROCESS

Primary Depositories shall be selected through the City's banking services procurement process, which shall include a formal request for application (RFA) as per State legislation and the City's purchasing policy. In selecting primary depositories, the credit worthiness of institutions shall be considered, and the Chief Financial Officer shall conduct a comprehensive review of prospective depositories' credit characteristics and financial history.

2. INSURABILITY

Financial institutions seeking to establish eligibility for the City's funds shall submit financial statements, evidence of Federal insurance and other information as required by the Chief Financial Officer.

3. COLLATERALIZED DEPOSITS

All financial institution deposits shall be insured or collateralized in compliance with applicable State law. The City reserves the right, in its sole discretion, to accept or reject any form of insurance or collateralization pledged towards City deposits. Financial institutions serving as the City's depositories will be required to sign a depository agreement with the City. The collateralized deposit portion of the agreement shall define the City's rights to the collateral in case of default, bankruptcy, or closing and shall establish a perfected security interest in compliance with Federal and State regulations, including:

- The agreement must be in writing;
- The agreement must be executed by the depository and the City contemporaneously with the acquisition of the asset;
- The agreement must be approved by the Board of Directors or designated committee of the depository and a copy of the meeting minutes must be delivered to the City; and
- The agreement must be part of the depository's "official record" continuously since its execution.

The Bellmead Economic Development Corporation, where applicable, shall also comply with these requirements.

4. BROKER/DEALERS AND APPROVED LIST

All broker/dealers who desire to become qualified for investment transactions with the City must be recommended by the Chief Financial Officer and approved by the Investment Committee. Applications will be reviewed on a periodic basis and submitted to the Investment Committee for approval. The Chief Financial Officer will maintain a list of broker/dealers authorized to provide investment services to the City. The authorized list of broker/dealers will, at a minimum, be reviewed and approved on an annual basis, and any broker/dealers who fail to meet the standards of this Policy shall be removed from the list. All broker/dealers who desire to become qualified for investment transactions must supply the following, as appropriate:

1. Proof of registration with the Texas State Securities Board.
2. Proof of Financial Industry Regulatory Authority (FINRA)

- membership.
3. Audited financial statements.

5. COMPETITIVE ENVIRONMENT

All trades, purchases and sales, executed for the City, excluding transactions with money market mutual funds and local government investment pools which are deemed to be made at prevailing market rates, will be done through a documented competitive solicitation process. Competitive quotes must be solicited from at least three qualifying institutions for any investment transaction. For those situations where it may be impractical or unreasonable to receive three quotes for a transaction due to rapidly changing market conditions, initial security offering, or limited secondary market availability, documentation of a competitive market survey of comparable investments or an explanation of the specific circumstance must be included with the transaction record.

6. INVESTMENT POLICY

In accordance with the Act, a written copy of this Investment Policy shall be presented to any person seeking to sell to the City an authorized investment or act as Investment Advisor. A qualified representative of a local government investment pool or discretionary investment management firm (e.g. business organization) seeking to sell an authorized investment or perform investment advisory services shall execute a written instrument substantially to the effect that the qualified representative has:

1. Received and thoroughly reviewed the Investment Policy; and
2. Acknowledged that the organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions conducted between the City and the organization in accordance with the Act.

I. SAFEKEEPING AND CUSTODY

The City shall contract with a third party for the safekeeping and custody of securities either owned by the City as a part of its investment portfolio or held as collateral to secure financial institution deposits, share certificates or repurchase agreements. The securities will be held in an account in the name of the City as evidenced by safekeeping or pledge receipts of the institution with which the

securities are deposited.

1. INSURANCE OR COLLATERAL

All deposits of City funds with financial institutions shall be secured by pledged collateral in accordance with Chapter 2257 of the Texas Government Code. Securities pledged as collateral for deposits must maintain a market value equal to no less than 102% of the uninsured deposits, including accrued interest. Federal Home Loan Bank Letters of Credit pledged as collateral must be equal to no less than 100% of the uninsured deposits, including accrued interest. Federal Home Loan Bank Letters of Credit pledged for certificates of deposit must expire at least two business days beyond the maturity date of the certificate of deposit. Repurchase agreements shall be documented by a specific agreement noting the collateral pledged in each agreement. Collateral shall be reviewed at least monthly to assure the market value equals or exceeds the collateralization requirement for the related bank balances.

2. PLEDGED COLLATERAL AGREEMENTS

All custodial arrangements shall be in accordance with a Custodial Agreement approved by the Investment Officers, which clearly defines the procedural steps for gaining access to the collateral should the City determine that the City's funds are in jeopardy. The custodian institution, or Custodian, shall be the Federal Reserve Bank or an institution not a branch of the firm pledging the collateral. A Depository Agreement shall include the signatures of the City and the firm pledging the collateral and may include the Custodian. The Custodial and Depository Agreements shall address acceptance, substitution, release and valuation of collateral.

3. COLLATERAL DEFINED

The City shall accept only the following as collateral:

1. Cash.
2. FDIC and NCUSIF insurance coverage.
3. A bond, certificate of indebtedness, or note of the United States or its agencies and instrumentalities, or other evidence of indebtedness that is guaranteed as to the principal and interest by the United States or its agencies and instrumentalities.
4. Obligations, the principal and interest on which are unconditionally guaranteed or insured by the State of Texas or its agencies and instrumentalities.

5. A bond of the State of Texas or of a county, city or other political subdivision of the State of Texas having been rated as investment grade (investment rating no less than “A” or its equivalent) by a nationally recognized rating agency, with a remaining maturity of ten (10) years or less.

The use of a letter of credit issued to the City by a Federal Home Loan Bank may be considered by the City to meet the required bank depository collateral requirements.

4. SUBJECT TO AUDIT

All collateral shall be subject to inspection and audit by the City or the City's independent auditors.

5. DELIVERY VS. PAYMENT

All security transactions shall be purchased using the delivery vs. payment method. That is, funds shall not be wired or paid until verification has been made that the security was received by the City’s Safekeeping Agent or Trustee. The security shall be held in the account of the City. The Trustee's or Safekeeping Agent's records shall assure the notation of the City's ownership of or explicit claim on the securities. The original copy of all safekeeping receipts shall be delivered to the City.

6. STANDARDS OF OPERATION

The Chief Financial Officer shall develop and maintain written administrative procedures for the operation of the investment program, consistent with this Investment Policy.

J. INTERNAL CONTROLS

1. INTERNAL CONTROLS

The Chief Financial Officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, as part of the annual audit, the Chief Financial Officer shall establish a process for independent review by the external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

1. Control of collusion - Collusion is a situation where two or more employees are working in conjunction to defraud their employer.
2. Separation of transaction authority from accounting and record keeping - By separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction, a separation of duties is achieved.
3. Custodial safekeeping - Securities purchased from any bank or broker/dealer, including appropriate collateral shall be placed with an independent third party for custodial safekeeping.
4. Avoidance of physical delivery securities - Book entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.
5. Clear delegation of authority to subordinate staff members - Subordinate staff members must have a clear understanding of their authority and responsibilities to avoid improper actions. Clear delegation of authority also preserves the internal control structure that is contingent on the various staff positions and their respective responsibilities.
6. Written confirmation of telephone transactions for investments and wire transfers - Due to the potential for error and improprieties arising from telephone transactions, all telephone transactions should be supported by written communications and approved by the appropriate person. Written communications may be via fax or email if on letterhead and the custodial safekeeping institution has a list of authorized signatures.

K. INVESTMENT STRATEGIES

1. INVESTMENT STRATEGIES

In accordance with the Act, a separate written investment strategy will be developed for each of the fund-types under the City's control. Each investment strategy must describe the investment objectives for the particular fund-type using the following priorities of importance:

1. Understanding of the suitability of the investment to the financial requirements of the City;
2. Preservation and safety of principal;
3. Liquidity;
4. Marketability of the investment if the need arises to liquidate the investment before maturity;
5. Diversification of the investment portfolio;
6. Yield; and
7. Maturity restrictions.

2. FUND STRATEGIES

The investment strategies to be employed by the City are:

A) OPERATING FUNDS

Suitability - Any investment eligible in the Investment Policy is suitable for Operating Funds.

Safety of Principal - All investments shall be of high quality with no perceived default risk. Market price fluctuations will occur. However, managing the weighted average days to maturity of each fund's portfolio to less than 270 days and restricting the maximum allowable maturity to two years will minimize the price volatility of the portfolio.

Liquidity - Operating Funds require the greatest short-term liquidity of any of the fund-types. Short-term financial institution deposits, investment pools and money market mutual funds will provide daily liquidity and may be utilized as a competitive yield alternative to fixed maturity investments.

Marketability - Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash flow requirement. Historical market "spreads" between the bid and offer prices of a particular security-type of less than a quarter of a percentage point will define an efficient secondary market.

Diversification - Investment maturities should be staggered throughout the budget cycle to provide cash flow based on the anticipated operating needs of the City. Diversifying the appropriate maturity structure up to the two-year maximum will reduce interest rate risk.

Yield - Attaining a competitive market yield for comparable security-types and portfolio restrictions is the desired objective. The yield of a rolling three-month Treasury Bill portfolio will be the minimum yield objective.

B) **DEBT SERVICE FUNDS**

Suitability - Any investment eligible in the Investment Policy is suitable for Debt Service Funds.

Safety of Principal - All investments shall be of high quality with no perceived default risk. Market price fluctuations will occur. However, by managing Debt Service Funds to not exceed the debt service payment schedule the market risk of the overall portfolio will be minimized.

Liquidity - Debt Service Funds have predictable payment schedules. Therefore, investment maturities should not exceed the anticipated cash flow requirements. Short-term financial institution deposits, investments pools and money market mutual funds may provide a competitive yield alternative for short-term fixed maturity investments. A singular repurchase agreement, or similar structured investment, may be utilized if disbursements are allowed in the amount necessary to satisfy any debt service payment. This investment structure is commonly referred to as a flexible repurchase agreement.

Marketability - Securities with active and efficient secondary markets are not necessary as the event of an unanticipated cash flow requirement is not probable.

Diversification - Market conditions influence the attractiveness of fully extending maturity to the next “unfunded” payment date. Generally, if investment rates are anticipated to decrease over time, the City is best served by locking in most investments. If the interest rates are potentially rising, then investing in shorter and larger amounts may provide an advantage. At no time shall the debt service schedule be exceeded in an attempt to bolster yield.

Yield - Attaining a competitive market yield for comparable investment-types and portfolio restrictions is the desired objective. The yield of a rolling three-month Treasury Bill portfolio shall be the minimum yield objective.

C) SPECIAL REVENUE FUNDS

Suitability - Any investment eligible in the Investment Policy is suitable for Special Revenue Funds.

Safety of Principal - All investments will be of high quality with no perceived default risk. Market fluctuations will occur. However, by managing Special Revenue Funds to balance the short-term and long-term anticipated cash flow requirements of the specific revenue/expense plan, the market risk of the Fund's portfolio will be minimized. No stated final investment maturity shall exceed the shorter of the anticipated cash flow requirement or two years.

Liquidity - A portion of the Special Revenue Funds are reasonably predictable. However, unanticipated needs or emergencies may arise. Selecting investment maturities that provide greater cash flow than the anticipated needs will reduce the liquidity risk of unanticipated expenditures. Short-term financial institution deposits, investment pools and money market mutual funds will provide daily liquidity and may be utilized as a competitive yield alternative to fixed maturity investments.

Marketability - Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash flow requirement. Historical market "spreads" between the bid and offer prices of a particular security-type of less than a quarter of a percentage point will define an efficient secondary market.

Diversification - Investment maturities should be staggered throughout the budget cycle to provide cash flow based on the anticipated needs of the City. Diversifying the appropriate maturity structure up to the two-year maximum will reduce interest rate risk.

Yield - Attaining a competitive market yield for comparable investment-types and portfolio structures is the desired objective. The yield of a rolling three-month Treasury Bill portfolio will be the minimum yield objective.

D) CAPITAL PROJECT FUNDS

Suitability - Any investment eligible in the Investment Policy is suitable for Capital Project Funds.

Safety of Principal - All investments will be of high quality with no perceived default risk. Market price fluctuations will occur.

However, by managing Capital Project Funds to not exceed the anticipated expenditure schedule the market risk of the overall portfolio will be minimized. No stated final investment maturity shall exceed the shorter of the anticipated expenditure schedule, the IRS temporary period for tax-exempt bond proceeds, or five years.

Liquidity - Most capital improvements programs have reasonably predictable draw down schedules. Therefore, investment maturities should generally follow the anticipated cash flow requirements. Short-term financial institution deposits, investment pools and money market mutual funds will provide readily available funds generally equal to at least one month's anticipated cash flow needs, or a competitive yield alternative for short-term fixed maturity investments. A singular repurchase agreement, or similar investment structure, may be utilized if disbursements are allowed in the amount necessary to satisfy any expenditure request. This investment structure is commonly referred to as a flexible repurchase agreement.

Marketability - Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash flow requirement. Historical market "spreads" between the bid and offer prices of a particular security-type of less than a quarter of a percentage point will define an efficient secondary market.

Diversification - Market conditions and arbitrage regulations influence the attractiveness of staggering the maturity of fixed rate investments for bond proceeds. Generally, if investment rates exceed the applicable cost of borrowing, the City is best served by locking in most investments. If the cost of borrowing cannot be exceeded, then concurrent market conditions will determine the attractiveness of diversifying maturities or investing in shorter and larger amounts. At no time shall the anticipated expenditure schedule be exceeded in an attempt to bolster yield.

Yield - Achieving a positive spread to the cost of borrowing is the desired objective, within the limits of the Investment Policy's risk constraints. The yield of a rolling six-month Treasury Bill portfolio will be the minimum yield objective.

L. POLICY

1. EXEMPTION

Any investment currently held that does not meet the guidelines of this Policy shall be exempted from the requirements of this Policy. At maturity or liquidation, such monies shall be reinvested only as provided by this Policy.

2. AMENDMENT

The City Council shall review the Investment Policy, and incorporated investment strategies, annually. Amendments must be approved by the Investment Committee and adopted by the City Council. The City Council shall annually adopt a written instrument by rule, order, ordinance, or resolution stating that it has reviewed and approved the Investment Policy and investment strategies, even if there are no changes from the previous document.

II. APPENDIX A

Sample Investment Policy Certification

This certification is executed on behalf of the **City of Bellmead** (the Investor) and _____ (the Business Organization) pursuant to the Public Funds Investment Act, Chapter 2256, Texas Government Code (the Act) in connection with investment transactions conducted between the Investor and the Business Organization.

The undersigned Qualified Representative of the Business Organization hereby certifies on behalf of the Business Organization that:

1. The undersigned is a Qualified Representative of the Business Organization offering to enter an investment transaction with the Investor as such terms are used in the Public Funds Investment Act, Chapter 2256, Texas Government Code and
2. The Qualified Representative of the Business Organization has received and reviewed the Investment Policy furnished by the Investor and
3. The Qualified Representative of the Business Organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the Business Organization and the Investor that are not authorized by the Investor's Investment Policy, except to the extent that this authorization is dependent on an analysis of the makeup of the Investor's entire portfolio or requires an interpretation of subjective investment standards or relates to investment transactions of the entity that are not made through accounts or other contractual arrangements over which the business organization has accepted discretionary investment authority.

(Firm)

Qualified Representative of the Business Organization

(Signature)

(Name)

(Title)

(Date)

**CITY OF BELLMEAD
RESOLUTION 2020-78**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS, DESIGNATING THE MCLENNAN COUNTY TAX ASSESSOR/COLLECTOR TO CALCULATE THE NO-NEW REVENUE TAX RATE AND THE VOTER APPROVAL TAX RATE IN THE MANNER PROVIDED FOR A SPECIAL TAXING UNIT AS THE CITY IS LOCATED IN AN AREA DECLARED A DISASTER AREA DURING THE CURRENT TAX YEAR BY THE MAYOR, GOVERNOR, AND THE PRESIDENT OF THE UNITED STATES AND IN ACCORDANCE WITH THE TEXAS TAX CODE

WHEREAS, the State legislature amended the Texas Tax Code in 2019 as part of its Property Tax reform; and,

WHEREAS, Texas Tax Code Sections 26.04 (c) and 26.17 (e) now require an officer or an employee designated by the governing body to calculate the no-new-revenue tax rate and the voter-approval tax rate for the taxing unit after the assessor submits the certified appraised roll; and,

WHEREAS, the McLennan County Tax Assessor/Collector calculates the rates by contract.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS, THAT:

The McLennan County Tax Assessor/Collector is hereby designated as a qualified professional to calculate the no-new revenue tax rate and the voter-approval tax rate in the manner provided for a special taxing unit as the City is located in an area declared a disaster area during the current tax year by the Mayor, Governor, and the President of the United States in accordance with section 26 of the Texas Tax Code.

PASSED AND APPROVED THIS 20TH DAY OF JULY 2020.



James Cleveland, Mayor

ATTEST:



Holly Owens, City Secretary



APPROVED AS TO FORM & LEGALITY



Charles Buenger, City Attorney

Taxing Units Other Than School Districts or Water Districts

2020 Tax Rate Calculation Worksheet

2020 City of Bellmead

254-799-2436

Taxing Unit Name

Phone (area code and number)

3015 Bellmead Dr., Waco, TX, 76705

www.bellmead.com

Taxing Unit Address, City, State, ZIP Code

Taxing Unit's Website Address

GENERAL INFORMATION: Tax Code Section 26.04(c) requires an officer or employee designated by the governing body to calculate the no-new-revenue (NNR) tax rate and voter-approval tax rate for the taxing unit. These tax rates are expressed in dollars per \$100 of taxable value calculated. The calculation process starts after the chief appraiser delivers to the taxing unit the certified appraisal roll and the estimated values of properties under protest. The designated officer or employee shall certify that the officer or employee has accurately calculated the tax rates and used values shown for the certified appraisal roll or certified estimate. The officer or employee submits the rates to the governing body by Aug. 7 or as soon thereafter as practicable.

School districts do not use this form, but instead use Comptroller For 50-859 *Tax Rate Calculation Worksheet for School Districts*.

Water districts as defined under Water Code Section 49.001(1) should use Comptroller Form 50-858 *Water District Rollback Tax Rate Worksheet*. All other taxing units should use Comptroller Form 50-856 *Tax Rate Calculation, Taxing Units Other Than School Districts*.

The Comptroller's office provides this worksheet to assist taxing units in determining tax rates. The information provided in this worksheet is offered as technical assistance and not legal advice. Taxing units should consult legal counsel for interpretations of law regarding tax rate preparation and adoption.

STEP 1: No-New-Revenue Tax Rate

The NNR tax rate enables the public to evaluate the relationship between taxes for the prior year and for the current year based on a tax rate that would produce the same amount of taxes (no new taxes) if applied to the same properties that are taxed in both year.

The NNR tax rate for a county is the sum of the NNR tax rates calculated for each type of tax the county levies.

While uncommon, it is possible for a taxing unit to provide an exemption for only maintenance and operation taxes. In this case, the taxing unit will need to calculate the NNR tax rate separately for the maintenance and operations tax and the debt tax, then add the two components together.

| Line | No-New-Revenue Rate Activity | Amount/Rate |
|------|---|---------------|
| 1. | 2019 total taxable value. Enter the amount of 2019 taxable value on the 2019 tax roll today. Include any adjustments since last year's certification; exclude Tax Code Section 25.25(d) one-fourth and one-third over-appraisal corrections from these adjustments. Exclude any property value subject to an appeal under Chapter 42 as of July 25 (will add undisputed value in Line 6). This total includes the taxable value of homesteads with tax ceilings (will deduct in Line 2) and the captured value for tax increment financing (will deduct taxes in Line 17). | \$476,349,406 |
| 2. | 2019 tax ceilings. Counties, cities and junior college districts. Enter 2019 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2019 or a prior year for homeowners age 65 or older or disabled, use this step | \$0 |
| 3. | Preliminary 2019 adopted taxable value. Subtract Line 2 from Line 1. | \$476,349,406 |
| 4. | 2019 total adopted tax rate | \$.359999 |
| 5. | 2019 taxable value lost because court appeals of ARB decisions reduced 2019 appraised value: | |
| | A. Original 2019 ARB values: | \$4,787,100 |
| | B. 2019 values resulting from final court decisions: | \$4,427,120 |
| | C. 2019 value loss. Subtract B from A.[3] | \$359,980 |
| 6. | 2019 taxable value subject to appear under Chapter 42, as of July 25. | |
| | A. 2019 ARB certified value | |

| Line | No-New-Revenue Rate Activity | Amount/Rate |
|------|--|---------------|
| | | 12,538,998 |
| | B. 2019 disputed value | 10,658,148 |
| | C. 2019 undisputed value Subtract B from A | 1,880,850 |
| 7. | 2019 Chapter 42-related adjusted values. Add Line 5 and 6 | 2,240,830 |
| 8. | 2019 taxable value, adjusted for court-ordered reductions. Add Line 3 and Line 7 | \$478,590,236 |
| 9. | 2019 taxable value of property in territory the taxing unit deannexed after Jan. 1, 2019. Enter the 2019 value of property in deannexed territory.[4] | \$0 |
| 10. | 2019 taxable value lost because property first qualified for an exemption in 2020. If the taxing unit increased an original exemption, use the difference between the original exempted amount and the increased exempted amount. Do not include value lost due to freeport, goods-in-transit, temporary disaster exemptions. Note that lowering the amount or percentage of an existing exemption in 2020 does not create a new exemption or reduce taxable value. | |
| | A. Absolute exemptions. Use 2019 market value: | \$313,370 |
| | B. Partial exemptions. 2020 exemption amount or 2020 percentage exemption times 2019 value: | \$333,776 |
| | C. Value loss. Add A and B. | \$647,146 |
| 11. | 2019 taxable value lost because property first qualified for agricultural appraisal (1-d or 1-d-1), timber appraisal, recreational/scenic appraisal or public access airport special appraisal in 2020. Use only properties that qualified in 2020 for the first time; do not use properties that qualified in 2019. | |
| | A. Use 2019 market value: | \$0 |
| | B. 2020 productivity or special appraised value: | \$0 |
| | C. Value loss. Subtract B from A. | \$0 |
| 12. | Total adjustments for lost value. Add Lines 9, 10C and 11C. | \$647,146 |
| 13. | Adjusted 2019 taxable value. Subtract Line 12 from Line 8 | \$477,943,090 |
| 14. | Adjusted 2019 taxes. Multiply Line 4 by Line 13 and divide by \$100 | \$1,720,590 |
| 15. | Taxes refunded for years preceding tax year 2019. Enter the amount of taxes refunded by the district for tax years preceding tax year 2019. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2019. This line applies only to tax years preceding tax year 2019. [8] | \$22,224 |
| 16. | Taxes in tax increment financing (TIF) for tax year 2019 Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2020 captured appraised value in Line 18D, enter 0. | \$0 |
| 17. | Adjusted 2019 levy with refunds and TIF adjustment. Add Lines 14, and 15, subtract Line 16. | \$1,742,814 |
| 18. | Total 2020 taxable value on the 2020 certified appraisal roll today. This value includes only certified values or certified estimate of values and includes the total taxable value of homesteads with tax ceilings (will deduct in Line 20). These homesteads include homeowners age 65 or older or disabled. | |
| | A. Certified values | \$344,450,549 |
| | B. Counties Include railroad rolling stock values certified by the Comptroller's office | \$0 |
| | C. Pollution control and energy storage system exemption Deduct the value of property exempted for the current tax year for the first time as pollution control or energy storage system property | \$0 |
| | D. Tax increment financing Deduct the 2020 captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the 2020 taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below. | \$0 |

| Line | No-New-Revenue Rate Activity | Amount/Rate |
|------|---|------------------|
| | E. Total 2020 value Add A and B, then subtract C and D | \$344,450,549 |
| 19. | Total value of properties under protest or not included on certified appraisal role. [13] | |
| | A. 2020 taxable value of properties under protest The chief appraiser certifies a list of properties still under ARB protest. The list shows the appraisal district s value and the taxpayer's claimed value, if any, or an estimate of the value if the taxpayer wins. For each of the properties under protest, use the lowest of these values. Enter the total value under protest | \$140,087,952 |
| | B. 2020 value of properties not under protest or included on certified appraisal roll. The chief appraiser gives taxing units a list of those taxable properties that the chief appraiser knows about but are not included in the appraisal roll certification. These properties also are not on the list of properties that are still under protest. On this list of properties, the chief appraiser includes the market value, appraised value and exemptions for the preceding year and a reasonable estimate of the market value, appraised value and exemptions for the current year. Use the lower market, appraised or taxable value (as appropriate). Enter the total value of property not on the certified roll. | \$0 |
| | C. Total value under protest or not certified. Add A and B. | \$140,087,952 |
| 20. | 2020 tax ceilings. Counties, cities and junior colleges enter 2020 total taxable value of homesteads with tax ceilings. These include the homesteads of homeowners age 65 or older or disabled. Other taxing units enter 0. If your taxing unit adopted the tax ceiling provision in 2019 or a prior year for homeowners age 65 or older or disabled, use this step. | \$0 |
| 21. | 2020 total taxable value. Add Lines 18E and 19C. Subtract Line 20C. | \$484,538,501 |
| 22. | Total 2020 taxable value of properties in territory annexed after Jan. 1, 2019. Include both real and personal property. Enter the 2020 value of property in territory annexed. | \$0 |
| 23. | Total 2020 taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in 2019. An improvement is a building, structure, fixture or fence erected on or affixed to land. New additions to existing improvements may be included if the appraised value can be determined. New personal property in a new improvement must have been brought into the taxing unit after Jan. 1, 2019 and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for 2020. | \$3,520,390 |
| 24. | Total adjustments to the 2020 taxable value. Add Lines 22 and 23. | \$3,520,390 |
| 25. | Adjusted 2020 taxable value. Subtract Line 24 from Line 21. | \$481,018,111 |
| 26. | 2020 NNR tax rate. Divide Line 17 by Line 25 and multiply by \$100. | \$.362318 /\$100 |
| 27. | COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the 2020 county NNR tax rate | \$.362317 /\$100 |

[1]Tex. Tax Code Section

[2]Tex. Tax Code Section

[3]Tex. Tax Code Section

[4]Tex. Tax Code Section

[5]Tex. Tax Code Section

[6]Tex. Tax Code Section

[7]Tex. Tax Code Section

[8]Tex. Tax Code Section

[9]Tex. Tax Code Section

[10]Tex. Tax Code Section

[11]Tex. Tax Code Section

[12]Tex. Tax Code Section

[13]Tex. Tax Code Section

[14]Tex. Tax Code Section

[15]Tex. Tax Code Section

[16]Tex. Tax Code Section

[17]Tex. Tax Code Section

[18]Tex. Tax Code Section

[19]Tex. Tax Code Section

[20]Tex. Tax Code Section

[21]Tex. Tax Code Section

STEP 2: Voter-Approval Tax Rate

The voter-approval tax rate is the highest tax rate that a taxing unit may adopt without holding an election to seek voter approval of the rate. The voter-approval tax rate is split into two separate rates:

1. Maintenance and Operations (M&O) Tax Rate: The M&O portion is the tax rate that is needed to raise the same amount of taxes that the taxing unit levied in the prior year plus the applicable percentage allowed by law. This rate accounts for such things as salaries, utilities and day-to-day operations.

2. Debt Rate: The debt rate includes the debt service necessary to pay the taxing unit's debt payments in the coming year. This rate accounts for principal and interest on bonds and other debt secured by property tax revenue.

The voter-approval tax rate for a county is the sum of the voter-approval tax rates calculated for each type of tax the county levies. In most cases the voter-approval tax rate exceeds the no-new-revenue tax rate, but occasionally decreases in a taxing unit's debt service will cause the NNR tax rate to be higher than the voter-approval tax rate.

| Line | Voter Approval Tax Rate Activity | Amount/Rate |
|------|--|-------------|
| 28. | 2019 M&O tax rate. Enter the 2019 M&O tax rate. | \$.275518 |
| 29. | 2019 taxable value, adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the No-New-Revenue Tax Rate Worksheet. | 478,590,236 |
| 30. | Total 2019 M&O levy. Multiply Line 28 by Line 29 and divide by \$100 | 1,318,602 |
| 31. | Adjusted 2019 levy for calculating NNR M&O rate. | |
| | A. 2019 sales tax specifically to reduce property taxes. For cities, counties and hospital districts, enter the amount of additional sales tax collected and spent on M&O expenses in 2019, if any. Other taxing units, enter 0. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent | 0 |
| | B. M&O taxes refunded for years preceding tax year 2019. Enter the amount of M&O taxes refunded in the preceding year for taxes before that year. Types of refunds include court decisions, Tax Code Section 25.25(b) and (c) corrections and Tax Code Section 31.11 payment errors. Do not include refunds for tax year 2019. This line applies only to tax years preceding tax year 2019 | 17,009 |
| | C. 2019 taxes in TIF: Enter the amount of taxes paid into the tax increment fund for a reinvestment zone as agreed by the taxing unit. If the taxing unit has no 2020 captured appraised value in Line 18D, enter 0 | 0 |
| | D. 2019 transferred function: If discontinuing all of a department, function or activity and transferring it to another taxing unit by written contract, enter the amount spent by the taxing unit discontinuing the function in the 12 months preceding the month of this calculation. If the taxing unit did not operate this function for this 12-month period, use the amount spent in the last full fiscal year in which the taxing unit operated the function. The taxing unit discontinuing the function will subtract this amount in E below. The taxing unit receiving the function will add this amount in E below. Other taxing units enter 0. | 0 |
| | E. 2019 M&O levy adjustments. Add A and B, then subtract C. For taxing unit with D, subtract if discontinuing function and add if receiving function | 17,009 |
| 32. | Adjusted 2020 taxable value. Enter the amount in Line 25 of the No-New-Revenue Tax Rate Worksheet. | 481,018,111 |
| 33. | 2020 NNR M&O rate (unadjusted) Divide Line 31 by Line 32 and multiply by \$100. | 0.277663 |
| 34. | Rate adjustment for state criminal justice mandate. Enter the rate calculated in C. If not applicable, enter 0. | 0.000000 |
| | A. 2020 state criminal justice mandate. Enter the amount spent by a county in the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. | 0 |
| | B. 2019 state criminal justice mandate Enter the amount spent by a county in the 12 months prior to the previous 12 months providing for the maintenance and operation cost of keeping inmates in county-paid facilities after they have been sentenced. Do not include any state reimbursement received by the county for the same purpose. Enter zero if this is the first time the mandate applies | 0 |

| Line | Voter Approval Tax Rate Activity | Amount/Rate |
|------|--|-------------|
| | C. Subtract B from A and divide by Line 32 and multiply by \$100 | 0.000000 |
| 35. | Rate adjustment for indigent health care expenditures Enter the rate calculated in C. If not applicable, enter 0 | 0.000000 |
| | A. 2020 indigent health care expenditures Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2019 and ending on June 30, 2020, less any state assistance received for the same purpose | 0 |
| | B. 2019 indigent health care expenditures Enter the amount paid by a taxing unit providing for the maintenance and operation cost of providing indigent health care for the period beginning on July 1, 2018 and ending on June 30, 2019, less any state assistance received for the same purpose | 0 |
| | C. Subtract B from A and divide by Line 32 and multiply by \$100 | 0.000000 |
| 36. | Rate adjustment for county indigent defense compensation Enter the lessor of C and D. If not applicable, enter 0 | 0.000000 |
| | A. 2020 indigent defense compensation expenditures Enter the amount paid by a county to provide appointed counsel for indigent individuals for the period beginning on July 1, 2019 and ending on June 30, 2020, less any state grants received by the county for the same purpose | 0 |
| | B. 2019 indigent defense compensation expenditures Enter the amount paid by a county to provide appointed counsel for indigent individuals for the period beginning on July 1, 2018 and ending on June 30, 2019, less any state grants received by the county for the same purpose | 0 |
| | C. Subtract B from A and divide by Line 32 and multiply by \$100 | 0.000000 |
| | D. Multiply B by 0.05 and divide by Line 32 and multiply by \$100 | 0.000000 |
| 37. | Rate adjustment for county hospital expenditures. Enter the lessor of C and D, if applicable. If not applicable, enter 0. | 0 |
| | A. 2020 eligible county hospital expenditures Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2019 and ending on June 30, 2020 | 0 |
| | B. 2019 eligible county hospital expenditures Enter the amount paid by the county or municipality to maintain and operate an eligible county hospital for the period beginning on July 1, 2018 and ending on June 30, 2019 | 0 |
| | C. Subtract B from A and divide by Line 32 and multiply by \$100 | 0.000000 |
| | D. Multiply B by 0.08 and divide by Line 32 and multiply by \$100 | 0.000000 |
| 38. | Adjusted 2020 NNR M&O rate. Add Lines 33, 34, 35, 36, and 37 | 0 |
| 39. | 2020 voter-approval M&O rate. Enter the rate as calculated by the appropriate scenario below. Special Taxing Unit If the taxing unit qualifies as a special taxing unit, multiply Line 38 by 1.08 -or- Other Taxing Unit If the taxing unit does not qualify as a special taxing unit, multiply Line 38 by 1.035. -or- Taxing unit affected by disaster declaration If the taxing unit is located in an area declared as disaster area, the governing body may direct the person calculating the voter-approval rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval rate in this manner until the earlier of 1) the second year in which total taxable value on the certified appraisal roll exceeds the total taxable value of the tax year in which the disaster occurred, and 2) the third tax year after the tax year in which the disaster occurred. If the taxing unit qualifies under this scenario, multiply Line 38 by 1.08. [27] | 0.299876 |
| 40. | Total 2020 debt to be paid with property taxes and additional sales tax revenue Debt means the interest and principal that will be paid on debts that: (1) are paid by property taxes, (2) are secured by property taxes, (3) are scheduled for payment over a period longer than one year, and (4) are not classified in the taxing unit's budgets M&O expenses. | |

| Line | Voter Approval Tax Rate Activity | Amount/Rate |
|------|--|-------------|
| | A. Debt also includes contractual payments to other taxing units that have incurred debts on behalf of this taxing unit, if those debts meet the four conditions above. Include only amounts that will be paid from property tax revenue. Do not include appraisal district budget payments. Enter debt amount | 433,994 |
| | B. Subtract unencumbered fund amount used to reduce total debt. | 0 |
| | C. Subtract certified amount spent from sales tax to reduce debt (enter zero if none) | 0 |
| | D. Subtract amount paid from other resource | 0 |
| | E. Adjusted debt Subtract B, C and D from A | 433,994 |
| 41. | Certified 2019 excess debt collections Enter the amount certified by the collector | 0 |
| 42. | Adjusted 2020 debt Subtract Line 41 from Line 40E | 433,994 |
| 43. | 2020 anticipated collection rate. If the anticipated collection rate in A is lower than actual collection rates in B, C and D, enter the lowest collection rate from B, C and D. If the anticipated rate in A is higher than at least one of the rates in the prior three years, enter the rate from A. Note that the rate can be greater than 100% | 99.00 |
| | A. Enter the 2020 anticipated collection rate certified by the collector | 99.00 |
| | B. Enter the 2019 actual collection rate | 96.00 |
| | C. Enter the 2018 actual collection rate | 99.00 |
| | D. Enter the 2017 actual collection rate | 96.00 |
| 444. | 2020 debt adjusted for collections. Divide Line 42 by Line 43. | 438,377 |
| 455. | 2020 total taxable value. Enter the amount on Line 21 of the No-New-Revenue Tax Rate Worksheet. | 484,538,501 |
| 46. | 2020 debt rate Divide Line 44 by Line 45 and multiply by \$100. | 0.090473 |
| 47. | 2020 voter-approval tax rate | 0.390349 |
| 48. | COUNTIES ONLY | 0.390349 |

STEP 3 NNR Tax Rate and Voter-Approval Tax Rate Adjustments for Additional Sales Tax to Reduce Property Taxes

Cities, counties and hospital districts may levy a sales tax specifically to reduce property taxes. Local voters by election must approve imposing or abolishing the additional sales tax. If approved, the taxing unit must reduce its NNR and voter-approval tax rates to offset the expected sales tax revenue.

This section should only be completed by a county, city or hospital district that is required to adjust its NNR tax rate and/or voter-approval tax rate because it adopted the additional sales tax.

| Line | Additional Sales and Use Tax Worksheet | Amount/Rate |
|------|---|-------------|
| 49. | Taxable sales. For taxing units that adopted the sales tax in November 2019 or May 2020, enter the Comptroller's estimate of taxable sales for the previous four quarters. Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November 2019, skip this line. | 0 |
| 50. | Estimated sales tax revenue. Counties exclude any amount that is or will be spent for economic development grants from the amount of estimated sales tax revenue. Taxing units that adopted the sales tax in November 2019 or in May 2020. Multiply the amount on Line 49 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95[3] -or- Taxing units that adopted the sales tax before November 2019. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95. | 0 |
| 51. | 2020 total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> . | 484,538,501 |
| 52. | Sales tax adjustment rate. Divide Line 50 by Line 51 and multiply by \$100. | 0 |
| 53. | 2020 NNR tax rate, unadjusted for sales tax.[35] Enter the rate from Line 26 or 27, as applicable, on the <i>No-New-Revenue Tax Rate Worksheet</i> . | \$.362318 |
| 54. | 2020 NNR tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November 2019 or in May 2020. Subtract Line 52 from Line 53. Skip to Line 55 if you adopted the additional sales tax before November 2019. | \$.362317 |

| Line | Additional Sales and Use Tax Worksheet | Amount/Rate |
|------|--|-------------|
| 55. | 2020 voter-approval tax rate, unadjusted for sales tax. [36] Enter the rate from Line 47 or Line 48 as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> | 0.390349 |
| 56. | 2020 voter-approval tax rate, adjusted for sales tax. Taxing units that adopted the sales tax rate in November 2019 or in May 2020. Subtract Line 53 from Line 54. Skip to Line 56 if you adopted the additional sales tax before November 2019. | 0.390349 |

[37]Tex. Tax Code Section [38]Tex. Tax Code Section

STEP 4: Additional Rollback Protection for Pollution Control

A taxing unit may raise its rate for M&O funds used to pay for a facility, device or method for the control of air, water or land pollution. This includes any land, structure, building, installation, excavation, machinery, equipment or device that is used, constructed, acquired or installed wholly or partly to meet or exceed pollution control requirements. The taxing unit's expenses are those necessary to meet the requirements of a permit issued by the Texas Commission on Environmental Quality (TCEQ). The taxing unit must provide the tax assessor with a copy of the TCEQ letter of determination that states the portion of the cost of the installation for pollution control.

This section should only be completed by a taxing unit that uses M&O funds to pay for a facility, device or method for the control of air, water or land pollution.

| Line | Activity | Amount/Rate |
|------|---|---------------|
| 57. | Certified expenses from the Texas Commission on Environmental Quality (TCEQ). [6] Enter the amount certified in the determination letter from TCEQ. The taxing unit shall provide its tax assessor collector with a copy of the letter.[7] | \$0 |
| 58. | 2020 total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> | \$484,538,501 |
| 59. | Additional rate for pollution control. Divide Line 57 by Line 58 and multiply by \$100. | 0.000000 |
| 60. | 2020 voter-approval tax rate, adjusted for pollution control. Add Line 59 to one of the following lines (as applicable): Line 47, Line 48 (counties) or Line 56 (taxing units with the additional sales tax). | 0.390349 |

[37]Tex. Tax Code Section

[38]Tex. Tax Code Section

STEP 5: Voter-Voter-Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the difference between the adopted tax rate and voter-approval tax rate before the unused increment rate for the prior three years.[39] In a year where a special taxing unit adopts a rate above the voter-approval tax rate by applying any portion of the unused increment rate, the unused increment rate for that year would be zero. Consult with legal counsel to ensure appropriate calculation of the unused increment rate.

For each tax year before 2020, the difference between the adopted tax rate and voter-approval rate is considered zero, therefore the unused increment rate for 2020 is zero.[40]

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. [41]

| Line | Activity | Amount/Rate |
|------|---|-------------|
| 61. | 2019 unused increment rate. Subtract the 2019 actual tax rate and the 2019 unused increment rate from the 2019 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero. | 0.000000 |
| 62. | 2018 unused increment rate. Subtract the 2018 actual tax rate and the 2018 unused increment rate from the 2018 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero. | 0.000000 |
| 63. | 2017 unused increment rate. Subtract the 2017 actual tax rate and the 2017 unused increment rate from the 2017 voter-approval tax rate. If the number is less than zero, enter zero. If the year is prior to 2020, enter zero. | 0.000000 |
| 64. | 2020 unused increment rate. Add Lines 61, 62 and 63. | 0.000000 |
| 65. | 2020 voter-approval tax rate, adjusted for unused increment rate. Add Line 64 to one of the following lines (as applicable): Line 47, Line 48 (counties), Line 56 (taxing units with the additional sales tax) or Line 60 (taxing units with pollution control). | 0.000000 |

STEP 6: De Minimis Rate

The de minimis rate is the rate equal to the sum of the no=new-revenue maintenance and operations rate, the rate that will raise \$500,000, and the current debt rate for a taxing unit.[42]

This section should only be completed by a taxing unit that is a municipality of less than 30,000 or a taxing unit that does not meet the definition of a special taxing unit. [41]

| Line | Activity | Amount/Rate |
|------|---|-------------|
| 66. | Adjusted 2020 NNR M&O tax rate. Enter the rate from Line 38 of the <i>Voter-Approval Tax Rate Worksheet</i> | 0.000000 |
| 67. | 2020 total taxable value Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> | 0 |
| 68. | Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 67 and multiply by \$100. | 0.000000 |
| 69. | 2020 debt rate Enter the rate from Line 46 of the <i>Voter- Approval Tax Rate Worksheet</i> | 0.000000 |
| 70. | De minimis rate Add Lines 66, 68 and 69. | 0.000000 |

STEP 7: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate 0.362317

Voter-Approval Tax Rate 0.390349

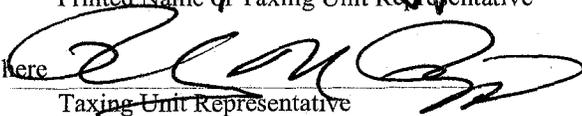
De minimis rate 0.000000

STEP 8: Taxing Unit Representative Name and Signature

print here

Randy H. Riggs
Printed Name of Taxing Unit Representative

sign here


Taxing Unit Representative

7-27-2020
Date

**CITY OF BELLMEAD
ORDINANCE NO. 2020-11**

AN ORDINANCE OF THE CITY OF BELLMEAD, TEXAS AMENDING THE MASTER FEE SCHEDULE ATTACHED AS EXHIBIT “A”, FOR THE CITY OF BELLMEAD TO INCLUDE FEES ASSOCIATED WITH CHAPTER 22, WATER, SEWER AND SEWAGE DISPOSAL, SECTION 22-26, WATER AND WASTEWATER RATE SCHEDULE; REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH, PROVIDING FOR SEVERABILITY, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Bellmead underwent a Comprehensive Water and Wastewater Cost of Service and Rate Design Study; and,

WHEREAS, the purpose of the Comprehensive Water and Wastewater Cost of Service and Rate Design Study was to ensure the water and wastewater rates are sufficient to support the operational requirements of the Water and Wastewater Distribution systems as well as any outstanding debt service requirements; and,

WHEREAS, the Comprehensive Water and Wastewater Cost of Service and Rate Design Study identified the need to amend the Water and Wastewater rates within the Water system rate structure, and,

WHEREAS, the utility related Miscellaneous fees need to be updated to reflect current market costs, and,

WHEREAS, the City Council desires to have the Master Fee Schedule amended annually during the budget process to amend or remove existing fees and does so by this Ordinance; and,

WHEREAS, in the event there is a conflict between a fee listed in the Master Fee Schedule, this ordinance is not intended to abolish or change any fee hereto established that is not listed in the Master Fee Schedule.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS:

SECTION 1: That from and after the effective date of this Ordinance, the fees and charges set out in the Master Fee Schedule attached hereto Exhibit “A” shall be collected on behalf of the City. Other sections, fees or charges not referenced in Exhibit “A” shall remain unaffected by this Ordinance.

SECTION 2: That in the event of a conflict between a fee set out in the Master Fee Schedule and the provision of any other City ordinance or resolution, the provisions of the Master Fee Schedule shall prevail; however, this Ordinance shall not amend, abolish, or change any fee heretofore all purposes until amended by ordinance or resolution or transferred to the Master Fee Schedule.

SECTION 3: That all ordinances or resolutions or parts of ordinances or resolutions in conflict with the provisions of this ordinance are hereby repealed to the extent of such conflict.

SECTION 4: That should any section or part of any section, paragraph or clause of this ordinance be declared invalid or unconstitutional for any reason, it shall not invalidate or impair the validity, force or effect of any other section or sections or part of a section or paragraph of this ordinance.

SECTION 5: That the Code of Ordinances of the City of Bellmead, Texas, as amended shall remain in full force and effect, save and except as amended by this ordinance.

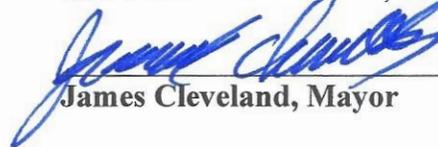
THE ABOVE RATES SHALL BECOME EFFECTIVE ON THE 1ST DAY OF OCTOBER, 2020.

PASSED ON FIRST READING ON THE 11TH DAY OF AUGUST 2020.

PASSED ON SECOND READING ON THE 1ST DAY OF SEPTEMBER 2020.

PASSED ON THIRD READING ON THE 1ST DAY OF SEPTEMBER 2020.

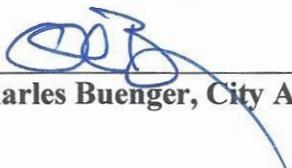
CITY OF BELLMEAD, TEXAS


James Cleveland, Mayor

ATTEST:


Holly Owens, City Secretary

APPROVED AS TO FORM & LEGALITY:


Charles Buenger, City Attorney



CITY OF BELLMEAD

Master Fee Schedule



Adopted:
March 10, 2020; Amended July 14, 2020; Amended September
1, 2020

General Fees

Return Checks, Bank Drafts and Credit Card Fees \$35 per occurrence

Garage Sale Permits

| | |
|----------------------------|----------------------------|
| Garage Sale – 3 days | \$10 per permit |
| Garage Sale Sign Violation | \$50 per violation per day |

Miscellaneous Fees

Bound Publications

| | |
|--------------------|------|
| Budget | \$20 |
| CAFR | \$20 |
| Charter | \$15 |
| Comprehensive Plan | \$25 |

City Secretary's Office

Publication Information Fees – In accordance with Government Code, Chapter 552

Alcohol License and Permit Fees – One-half (1/2) of the state license and permit fees for each permit issued for premises located with the city

Occupation Tax – one fourth (1/4) of the rate of the tax imposed under Texas Statutes Section 2153.451(b) for coin-operated machines

Utility Rates

Water Rates

| | |
|-------------------------------|----------------------|
| Residential | |
| 0-2,000 Gallons | \$18.50 |
| 2,000-5,000 Gallons | \$3.50/1,000 Gallons |
| 5,001-15,000 Gallons | \$4.00/1,000 Gallons |
| 15,001-25,000 Gallons | \$4.75/1,000 Gallons |
| >25,000 Gallons | \$5.50/1,000 Gallons |
| Sprinkler (Irrigation) | |
| 0-2,000 Gallons | \$20 |
| > 2,000 Gallons | \$5.50/1,000 Gallons |
| Commercial | |
| 0-2,000 Gallons | \$30 |
| 2,001-15,000 Gallons | \$4.00/1,000 Gallons |
| 15,001-25,000 Gallons | \$4.75/1,000 Gallons |
| >25,000 Gallons | \$5.50/1,000 Gallons |
| Outside City Limits | 150% of City Rate |

Wastewater Rates

| | |
|-------------------------|----------------------|
| Residential | |
| 0-1,000 Gallons | \$12 |
| > 1,001 -10,000 Gallons | \$2.50/1,000 Gallons |
| > 10,000 Gallons | \$0.00/1,000 Gallons |
| Commercial | |
| 0-1,000 Gallons | \$12.50 |
| > 1,000 Gallons | \$3.00/1,000 Gallons |
| Outside City Limits | 150% of City Rate |

Garbage Rates

| | |
|---------------------|-------------------|
| Residential Unit | \$17.50 Monthly |
| Commercial Unit | \$35.00 Monthly |
| Additional Carts | \$5.00 per Cart |
| Outside City Limits | 150% of City Rate |

Notes: Union Pacific Railway Company and any other industrial user shall have rates established on a contract basis.

Utility Taps

Water Taps

| | |
|--|---------|
| Residential - ¾ inch – Water Tap add on | \$1,300 |
| Commercial – 1 inch – Water Tap add on | \$1,750 |
| Commercial - 1 ½ inch – Water Tap add on | \$2,000 |
| Commercial - 2 inch – Water Tap add on | \$2,500 |
| Larger than 2 inch – Water Tap add on actual cost-plus 15% | |

Wastewater Taps

| | |
|-----------------------------|----------------------|
| Wastewater Tap Fee - 4 inch | \$1,150 |
| Wastewater Tap Fee - 6 inch | \$1,400 |
| Wastewater Tap Fee - 8 inch | Actual cost-plus 15% |
| Manhole Set | Actual cost-plus 15% |

Utility Deposits

| | |
|--------------------|---------|
| Residential | |
| Non-Owner/Renter | \$150 |
| Homeowner | \$100 |
| Commercial | |
| ¾" Meter | \$175 |
| 1" Meter | \$300 |
| 1 ½" Meter | \$500 |
| 2" Meter | \$750 |
| 4" Meter | \$1,000 |
| Fire Hydrant Meter | \$1,200 |

Other Utility Charges

| | |
|--|-------|
| Initial Connection Fee | \$30 |
| Initial Connection Fee – After 4:00 pm | \$45 |
| Disconnection Fees | \$25 |
| Reconnection Fees after hour 4:00 pm | \$20 |
| Transfer Fee | \$30 |
| Re-read Fees – after original read and one re-read | \$25 |
| Meter Testing Fee | \$25 |
| Tampering with Meter Fee | \$200 |
| Late Penalty | 10% |

Business Licenses

| | |
|----------------|----------------------------|
| First Year | \$150 per license |
| Renew | \$75 per renewal annually |
| Private Club | \$10 per license annually |
| On-Premise | \$75 per license annually |
| Off-Premise | \$30 per license annually |
| Mixed Beverage | \$375 per license annually |

Building Permits

Note: Work without obtaining a permit will result in a penalty fee = Double Permit Fee

Residential – New Construction

| | |
|-----------------------------------|--|
| Single Family Construction Permit | \$200 for first 1,000 sq. ft. (\$200 min) + 0.20 per sq. ft. |
| Electrical Permit | \$0.20 per square foot (\$200 min) |
| Plumbing | \$0.20 per square foot (\$200 min) |
| Mechanical | \$0.20 per square foot (\$200 min) |

New Duplex

| | |
|---------------------|--|
| Construction Permit | \$250 for first 1,250 sq. ft. (\$200 min) + 0.20 per sq. ft. |
| Electrical Permit | \$0.20 per square foot (\$200 min) |
| Plumbing | \$0.20 per square foot (\$200 min) |
| Mechanical | \$0.20 per square foot (\$200 min) |

New Multi-Family

| | |
|---------------------|--|
| Construction Permit | \$250 for first 1,250 sq. ft. (\$200 min) + 0.20 per sq. ft. |
| Electrical Permit | \$0.20 per square foot (\$200 min) |
| Plumbing | \$0.20 per square foot (\$200 min) |
| Mechanical | \$0.20 per square foot (\$200 min) |

Residential – General Permits

| | |
|---------------------------------|----------------------------------|
| Carport Permit | \$75 |
| Concrete | \$30 (Driveway, Approach, Patio) |
| Deck/Patio Permit | \$50 |
| Deck/Patio Cover | \$35 |
| Deck/Patio Enclosure | \$85 |
| Demolition | \$100 |
| Fence Permit | \$30 |
| Garage Enclosure | \$90 |
| Irrigation System with backflow | \$50 per permit |
| Irrigation Heads | \$1 per head |
| Moving a Building or Structure | \$250 |
| Non-Permit Inspection | \$35 per inspection |

Residential – General Permits (Continued)

| | |
|-----------------------------------|------------------------|
| Re-Inspection | \$35 per re-inspection |
| Roof Permit | \$35 per permit |
| Storage Building | \$0.20 per square foot |
| Swimming Pool Permit | \$100 per permit |
| Temporary-Pole (T-Pole) | \$50 per permit |
| Work without a permit penalty fee | Double permit fee |

Repairs/Remodel

| | |
|-----------------|------|
| Building Permit | \$85 |
| Electrical | \$85 |
| Mechanical | \$85 |
| Plumbing | \$85 |

Commercial – New Construction Building Permits

| | |
|-----------------------|--|
| New Commercial Permit | \$250 for first 1,250 sq. ft. (\$250 min) + 0.20 per sq. ft. |
| Electrical Permit | \$0.20 per square foot (\$250 min) |
| Plumbing | \$0.20 per square foot (\$250 min) |
| Mechanical | \$0.20 per square foot (\$250 min) |

Commercial – General Permits

| | |
|-----------------------------------|------------------|
| Backflow Annual Permit Fee | \$25 |
| Installation Backflow Device | \$40 |
| * Each Additional Backflow Device | \$10 |
| Commercial Demolition | \$200 |
| Moving a Building or Structure | \$250 per permit |

Sign Permits

| | |
|----------------------------|------------------|
| Signs less than 30 Sq. Ft. | \$25 per permit |
| Signs more than 30 Sq. Ft. | \$50 per permit |
| Sign Demolition | \$150 per permit |
| Sign Electrical Permit | \$150 per sign |
| Commercial/Billboard Sign | \$150 per sign |

Fire Protection

| | |
|-------------------------------|------------|
| Fire Sprinkler System | \$65 |
| *Per Head | \$0.30 |
| Fire Underground Main | \$65 |
| *Fire Main Backflow Device | \$10 (New) |
| Fire Pump | \$65 |
| Standpipe System | \$65 |
| *Per Outlets | \$5 |
| Fire Alarm System | \$50 |
| *Per Device | \$1 |
| Hood & Duct System | \$40 |
| *Per Nozzle | \$2.50 |
| Commercial Paint Spray Booth | \$55 |
| *Per Head | \$2.50 |
| Other Fire Suppression System | \$35 |
| *Per Head | \$2.50 |

Storage Tank Removal/Installation

| | |
|---|----------------------|
| First Tank - Installation | \$80 |
| Additional Tanks (at same location) | \$25 |
| *Each dispensing nozzle | \$2 |
| First Tank – Removal | \$65 |
| Additional Tanks (at same location) | \$25 |
| *Each dispensing nozzle | \$2 |
| Re-Inspection on any permit issued (flat fee) | \$165 per inspection |
| *After Hours/Partial Inspection | \$200 |

Community Development Fees

| | |
|--|-------|
| Zoning Change Application Fee | \$250 |
| Variance Application Fee | \$150 |
| Appeal to the Board of Adjustment Filing Fee | \$150 |

Subdivision and Developments

| | |
|--|----------------|
| Minor Plats | \$200 per plat |
| Preliminary Plat Fee | \$200 per plat |
| Final Plat, Re-plat, and Amended Subdivision | \$250 per plat |

Planned Unit Development (PUD)

| | |
|--|-------|
| PUD Concept Plan (Zoning) | \$350 |
| PUD Preliminary & Final Plan (Subdivision) | \$300 |

***City may add actual engineering and attorney charges to the customer.**

Manufactured Home and Recreational Vehicle Parks

| | |
|--------------|--|
| License Fee | \$10 per space – no less than \$150 Total Charge |
| Transfer Fee | \$125 |

Other Required Permits

| | |
|---|------|
| Construct street, drive approach, sidewalk, street intersection, curb and gutter | \$35 |
| To open, dig in, remove the surface from, excavate, or bore/tunnel under any street, sidewalk, alley, public way or place | \$25 |

Civic Center Deposits/Fees

| Deposits | Maximum Capacity |
|---------------------------------------|-------------------------|
| Auditorium | \$200 (300 People) |
| Lions Room | \$200 (100 People) |
| Senior Room | \$200 (100 People) |
| Senior Center – Currently Unavailable | 70 People |

| Rentals | |
|---------------------------------------|----------------------------------|
| Auditorium: Monday – Thursday | 6 hours - \$350 per booking |
| Friday – Sunday | 6 hours - \$700 per booking |
| Friday – Sunday w/Hotel Discount | 6 hours - \$595 (if approved) |
| Lions Room: Monday – Thursday | 6 hours - \$250 per booking |
| Friday – Sunday | 6 hours - \$359 per booking |
| Friday – Sunday w/Hotel Discount | 6 hours - \$295.50 (if approved) |
| Senior Room: Monday – Thursday | 6 hours - \$275 per booking |
| Friday – Sunday | 6 hours - \$450 per booking |
| Friday – Sunday w/Hotel Discount | 6 hours - \$382.50 (if approved) |

Senior Center – Currently Unavailable

Alcohol * - \$200 per officer (max 5 hours of alcohol permitted with all rentals)
Extra Hours - \$100 per hour (any room)
Accessories - \$25 Flat Rate for use of room Projector/WIFI
 *A City of Bellmead Police Officer is required to be present at any event in which alcohol is served and/or consumed.

Civic Center Rental Rate for Non-Profit Organizations

| Deposits | Maximum Capacity |
|---------------------------------------|-------------------------|
| Auditorium | \$0.00 (300 People) |
| Lions Room | \$0.00 (100 People) |
| Senior Room | \$0.00 (100 People) |
| Senior Center – Currently Unavailable | 70 People |

| Rentals | |
|---|-----------------------------|
| Auditorium: Monday – Thursday (Daytime Meetings/Events) | 6 hours - \$25 per hour |
| Monday – Thursday (Evening Meetings/Events) | 6 hours - \$350 per booking |
| Lions Room: Monday – Thursday (Daytime Meetings/Events) | 6 hours - \$25 per hour |
| Monday – Thursday (Evening Meetings/Events) | 6 hours - \$250 per booking |
| Senior Room: Monday – Thursday (Daytime Meetings/Events) | 6 hours - \$25 per hour |
| Friday – Thursday (Evening Meetings/Events) | 6 hours - \$275 per booking |

Senior Center – Currently Unavailable

Alcohol * - \$200 per officer (max 5 hours of alcohol permitted with all rentals)

Extra Hours - \$100 per hour (any room)

Accessories - \$25 Flat Rate for use of room Projector/WIFI

*A City of Bellmead Police Officer is required to be present at any event in which alcohol is served and/or consumed.

Civic Center Security Rates

| Security Fee | Hours | Fees | Number of Officers |
|---------------------|---------------|-------------------|---------------------------|
| Auditorium | 5 hrs. Max | \$200 per officer | 2 |
| Lions Room | 5 hrs. Max | \$200 per officer | 1 |
| Senior Room | 5 hrs. Max | \$200 per officer | 1 |
| Senior Center | Not Permitted | Not Permitted | Not Permitted |

Note: Security is required for teenage events and events with alcohol.

Public Safety Fees

Police Department Records

| | |
|---|-----------------|
| Accident Reports | \$6.00 per copy |
| Public Information Fees – In accordance with Government Code, Chapter 552 | |

Animal Control

| | |
|---------------------------------|-----------------------------|
| Licensing Fee for Cats and Dogs | \$2.00 per pet per year |
| Duplicate Tag Fee | \$1.00 per pet |
| Kennel Fee | \$300 per premises per year |
| Animal Reclaim Fee | \$85.00 per claim |

Fire Services

| | |
|----------------------|----------------------------------|
| Fireworks Permit Fee | \$300 with a Specific Use Permit |
|----------------------|----------------------------------|

Special Events

| | |
|-----------------------------------|---|
| Application Fee | \$100 |
| Bellmead Fire Department | \$250 for each hour of standby per fire company |
| Bellmead Police Department | \$200 per officer (minimum 2 hours/maximum 5 hours) |
| Tent | \$75 |
| Food Vendor | \$75 |
| Sales Vendor | \$75 |
| Alcohol Sales | \$150 |

Merchants

| | |
|--|-------------------------------|
| Bond for those requiring payment before delivery of services – Individual Permit or Master | |
| | \$1,000 or \$5,000 per permit |

Food Establishment Fees

| | |
|------------|---------------------------------|
| Permit Fee | \$75 per year – Seating 0-10 |
| Permit Fee | \$100 per year – Seating 11-30 |
| Permit Fee | \$150 per year – Seating 31-50 |
| Permit Fee | \$250 per year – Seating 51-100 |

If no seating, fee is based on square footage.

| | |
|-----------------------------------|---------------------------------|
| Permit Fee | \$75 per year – Less than 1,000 |
| Permit Fee | \$75 per year – 1,000 – 2,500 |
| Permit Fee | \$75 per year – 2,501 – 5,000 |
| Permit Fee | \$75 per year – 5,001 – 10,000 |
| Permit Fee | \$75 per year – 10,001 or more |
| Mobile Food Vendor Permit | \$75 per year |
| Late Payment Fee | \$10 per month |
| Re-Inspection Fee | \$50.00 per re-inspection |
| Reinstatement of Suspended Permit | \$50.00 per re-instatement |

Temporary Food Establishment Permits

| | |
|-------------------|-----------------|
| Events: 1-14 days | \$25 per vendor |
|-------------------|-----------------|

| | |
|--|-------------------------------|
| Events: With a Coordinator | \$75 per event |
| Late Payment Fee | Double the Original Amount |
| Municipal Court Fees | |
| Municipal Court Credit Card Processing Fee | Lessor of \$5 or 5% of charge |

CITY OF BELLMEAD, TEXAS
ORDINANCE 2020-12

AN ORDINANCE OF THE CITY OF BELLMEAD, TEXAS, ADOPTING THE BUDGET FOR THE CITY OF BELLMEAD, TEXAS FOR FISCAL YEAR 2021; PROVIDING FOR AN EFFECTIVE DATE; DECLARING AN EMERGENCY; AND FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE IS PASSED IS OPEN TO THE PUBLIC AS REQUIRED BY LAW.

WHEREAS, the City Manager of the City of Bellmead, Texas, has prepared a budget for the fiscal year October 1, 2020 through September 30, 2021 and has filed same with the City Secretary, presented it to the City Council which held a public hearing on same, all after due notice as required by statute; and,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS:

SECTION I.

That the City Council of the City of Bellmead, Texas does hereby adopt the Budget for the City of Bellmead, Texas, for the fiscal year October 1, 2020 through September 30, 2021, as filed with the City Secretary on July 31, 2020, which is incorporated herein as though copied herein verbatim.

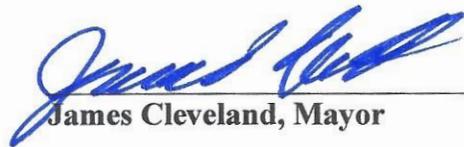
SECTION II.

This ordinance shall become effective for the fiscal year 2020-21 as provided in the City of Bellmead Charter.

PASSED AND APPROVED on its first reading this the 1st day of September 2020.

PASSED AND APPROVED on its second reading this the 1st day of September 2020.

PASSED AND ADOPTED on its third reading this the 1st day of September 2020.


James Cleveland, Mayor

ATTEST:


Holly Owens, City Secretary

APPROVED AS TO FORM AND LEGALITY:


Charles Buenger, City Attorney



**CITY OF BELLMEAD
RESOLUTION 2020-96**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS RATIFYING THE PROPERTY TAX REVENUE INCREASE REFLECTED IN THE ANNUAL BUDGET FOR THE FISCAL YEAR OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021.

WHEREAS, in accordance with Local Government Code Section 102.007(c), adoption of a budget that will require more revenue from property taxes than in the previous year requires a separate vote of the governing body to ratify the property tax revenue increase reflected in the budget; and,

WHEREAS, this budget will raise more revenue from property taxes than last year's budget by an amount of \$85,704, which is a 4.91 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 \$13,302.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS:

That the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

That the City Council for the City of Bellmead, Texas hereby approves ratifying the property tax revenue increase reflected in the Annual Budget for the Fiscal Year October 1, 2020 through September 30, 2021.

PASSED AND APPROVED THIS THE 1ST DAY OF SEPTEMBER 2020.


James Cleveland, Mayor

ATTEST:


Holly Owens, City Secretary



APPROVED AS TO FORM & LEGALITY:


Charles Buenger, City Attorney

**CITY OF BELLMEAD
RESOLUTION 2020-97**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS
APPROVING THE INTEREST AND SINKING TAX RATE FOR FISCAL YEAR 2021.**

WHEREAS, Section 26.05(a) of the Texas Tax Code requires taxing units to comply with truth-in-taxation laws in adopting their tax rates. The City's proposed tax rate consists of two components, each of which must be approved separately. The two components include 1) maintenance and operation and 2) interest and sinking (debt services); and,

WHEREAS, the total proposed tax rate is 37.7854¢ per \$100 valuation. The interest and sinking component of the tax rate is 9.0473¢ per \$100 valuation; and,

WHEREAS, the interest and sinking component will generate \$433,994 at the City's historical collection rate of 98%.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS:

That the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

That the City County for the City of Bellmead, Texas hereby approves the interest and sinking tax rate for Fiscal Year 2021.

PASSED AND APPROVED THIS THE 1ST DAY OF SEPTEMBER 2020.


James Cleveland, Mayor

ATTEST:


Holly Owens, City Secretary



APPROVED AS TO FORM & LEGALITY:


Charles Buenger, City Attorney

**CITY OF BELLMEAD
RESOLUTION 2020-98**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS APPROVING THE MAINTENANCE AND OPERATION TAX RATE FOR FISCAL YEAR 2021.

WHEREAS, Section 26.05(a) of the Texas Tax Code requires taxing units to comply with truth-in-taxation laws in adopting their tax rates. The City's proposed tax rate consists of two components, each of which must be approved separately. The two components include 1) maintenance and operation and 2) interest and sinking (debt services); and,

WHEREAS, the total proposed tax rate is 37.7854¢ per \$100 valuation. The maintenance and operation component of the tax rate is 28.7381¢ per \$100 valuation; and,

WHEREAS, the maintenance and operation component will generate \$1,377,000 at the City's historical collection rate of 98%.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS:

That the above findings are hereby found to be true and correct and are incorporated herein in their entirety.

That the City Council for the City of Bellmead, Texas hereby approves the maintenance and operation tax rate for Fiscal Year 2021.

PASSED AND APPROVED THIS THE 1ST DAY OF SEPTEMBER 2020.



James Cleveland, Mayor

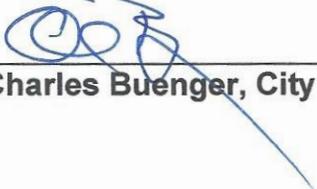
ATTEST:



Holly Owens, City Secretary



APPROVED AS TO FORM & LEGALITY:



Charles Buenger, City Attorney

CITY OF BELLMEAD
ORDINANCE NO. 2020-13

AN ORDINANCE LEVYING TAXES FOR THE TAX YEAR 2020 FOR THE CITY OF BELLMEAD, TEXAS AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BELLMEAD, TEXAS:

SECTION I.

That there be and is hereby levied an ad valorem tax of \$0.287381 on each one hundred dollars of property owned and situated within the City Limits of the City of Bellmead, Texas, both real and personal and mixed, for General Fund maintenance and operating purposes for the tax year 2020.

SECTION II.

That there be and is hereby levied for the use of the City of Bellmead, for the tax year 2020 for permanent improvements, an ad valorem tax of \$0.090473 on each one hundred dollars of real, personal and mixed property owned and situated in the City Limits of the City of Bellmead, Texas, for the payment of principal and interest on all outstanding bonds and lease payments, not otherwise provided for, of the City of Bellmead.

SECTION III.

Wherefore, the combined tax rate in accordance with V.T.C.A. Tax Code Section 26.05 shall be \$0.377854 on each one hundred dollars of real, personal, and mixed property of owned and situated within the City Limits of the City of Bellmead, Texas.

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

THE TAX RATE WILL EFFECTIVELY BE RAISED BY 4.31 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$12.

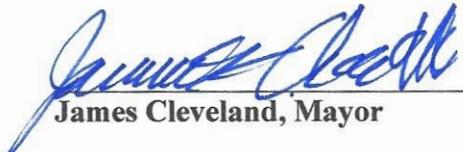
SECTION IV.

This Ordinance shall become effective as provided by the Charter of the City of Bellmead, Texas.

PASSED AND APPROVED on its first reading this the **1st** day of **September, 2020**.

PASSED AND ADOPTED on its second reading this the **1st** day of **September, 2020**.

PASSED AND ADOPTED on its third and final reading this the **1st** day of **September, 2020**.


James Cleveland, Mayor

ATTEST:



Holly Owens, City Secretary



APPROVED AS TO FORM AND LEGALITY:



Charles Buenger, City Attorney

**City of Bellmead
Pay Scale
FY 2021**

| | Minimum | Mid-Point | Maximum |
|---|-----------|-----------|-----------|
| Salary Range - Temp | | | |
| Interns | | | |
| Seasonal | \$ 12.00 | \$ 12.00 | \$ 12.00 |
| Temps | | | |
| Salary Range 1 | | | |
| Maintenance Worker I | \$ 29,120 | \$ 33,280 | \$ 37,440 |
| | \$ 14,000 | \$ 16,000 | \$ 18,000 |
| Salary Range 2 | | | |
| Meter Reader I | | | |
| Maintenance Worker II | | | |
| Customer Service Representative | \$ 31,200 | \$ 37,440 | \$ 43,680 |
| Permits Clerk | \$ 15,000 | \$ 18,000 | \$ 21,000 |
| Salary Range 3 | | | |
| Crime Victim Liasion | \$ 32,240 | \$ 38,480 | \$ 44,720 |
| Records Clerk | \$ 15,500 | \$ 18,500 | \$ 21,500 |
| Salary Range 4 | | | |
| Executive Assistant-Department Head | | | |
| Heavy Equipment Operator | | | |
| Court Clerk | | | |
| Code Compliance Officer | \$ 33,280 | \$ 39,520 | \$ 45,760 |
| Communications Operator I | \$ 16,000 | \$ 19,000 | \$ 22,000 |
| Salary Range 5 | | | |
| Accounting Specialist | \$ 34,320 | \$ 40,560 | \$ 46,800 |
| Meter Reader II | \$ 16,500 | \$ 19,500 | \$ 22,500 |
| Salary Range 6 | | | |
| Utility Billing Specialist | \$ 35,360 | \$ 41,600 | \$ 47,840 |
| Evidence Technician | \$ 17,000 | \$ 20,000 | \$ 23,000 |
| Salary Range 7 | | | |
| Communications Operator II (over 2 years) | | | |
| Senior Heavy Equipment Operator | | | |
| Mechanic | \$ 37,440 | \$ 43,680 | \$ 49,920 |
| Administrative Assistant-City Manager | \$ 18,000 | \$ 21,000 | \$ 24,000 |
| Salary Range 8 | | | |
| Police Officer I | | | |
| Senior Communications Operator (over 4 years) | \$ 39,520 | \$ 45,760 | \$ 52,000 |
| Court Administrator | \$ 19,000 | \$ 22,000 | \$ 25,000 |
| Salary Range 9 | | | |
| Police Officer II (over 2 years) | \$ 41,600 | \$ 47,840 | \$ 54,080 |
| Detective | \$ 20,000 | \$ 23,000 | \$ 26,000 |
| Salary Range 10 | | | |
| Staff Accountant | | | |
| Utilities Superintendent | \$ 43,680 | \$ 50,960 | \$ 58,240 |
| Communications Supervisor | \$ 21,000 | \$ 24,500 | \$ 28,000 |
| Salary Range 11 | | | |
| Civic Center Manager | \$ 44,720 | \$ 52,000 | \$ 59,280 |
| | \$ 21,500 | \$ 25,000 | \$ 28,500 |
| Salary Range 12 | | | |
| Firefighter (based on 2990 hours) | \$ 44,850 | \$ 50,830 | \$ 56,810 |
| | \$ 15,000 | \$ 17,000 | \$ 19,000 |
| Salary Range 13 | | | |
| Police Sergeant | \$ 47,840 | \$ 52,000 | \$ 56,160 |
| | \$ 23,000 | \$ 25,000 | \$ 27,000 |

**City of Bellmead
Pay Scale
FY 2021**

| | Minimum | Mid-Point | Maximum |
|---------------------------------------|------------|------------|------------|
| Salary Range 14 | | | |
| Building Official | \$ 49,920 | \$ 57,200 | \$ 64,480 |
| | \$ 24.000 | \$ 27.500 | \$ 31.000 |
| Salary Range 15 | | | |
| Police Lieutenant | \$ 54,080 | \$ 61,440 | \$ 68,800 |
| | \$ 26.000 | \$ 29.538 | \$ 33.077 |
| Fire Lieutenant (based on 2990 hours) | \$ 18.087 | \$ 20.548 | \$ 23.010 |
| Salary Range 16 | | | |
| Assistant Public Works Director | \$ 56,160 | \$ 63,440 | \$ 70,720 |
| | \$ 27.000 | \$ 30.500 | \$ 34.000 |
| Salary Range 17 | | | |
| City Secretary | \$ 59,000 | \$ 72,500 | \$ 86,000 |
| Assistant to City Manager | \$ 28.365 | \$ 34.856 | \$ 41.346 |
| Salary Range 18 | | | |
| Assistant Police Chief | \$ 63,000 | \$ 74,500 | \$ 86,000 |
| | \$ 30.288 | \$ 35.817 | \$ 41.346 |
| Salary Range 19 | | | |
| Fire Chief | \$ 82,400 | \$ 96,320 | \$ 110,240 |
| | \$ 39.615 | \$ 46.308 | \$ 53.000 |
| Salary Range 20 | | | |
| Public Works Director | \$ 89,000 | \$ 99,620 | \$ 110,240 |
| Police Chief | \$ 42.788 | \$ 47.894 | \$ 53.000 |
| Salary Range 21 | | | |
| Assistant City Manager/CFO | \$ 105,040 | \$ 113,880 | \$ 122,720 |
| | \$ 50.500 | \$ 54.750 | \$ 59.000 |
| Salary Range 22 | | | |
| City Manager | \$ 139,360 | \$ 157,180 | \$ 175,000 |
| | \$ 67.000 | \$ 75.567 | \$ 84.135 |

City of Bellmead

Certificate/Education /Longevity Pay

The City of Bellmead seeks to recruit and retain highly qualified staff by rewarding and encouraging professional development from year to year. Effective October 1, 2019, certificate, longevity, and education pay shall be standardized across the City. All full-time employees with the City shall be eligible after six (6) months on the job.

Certificate/Education Pay

Certificate and education pay will be paid once annually by separate check in mid-late November. Employees will be eligible for one rate of certificate/education pay which shall be the (highest certificate/degree) held. Education Pay cannot be combined with any other certificate pay. Total certificate/education pay cannot exceed \$4,160 per year unless adjusted during the budget process and approved by City Council. Certificates and education obtained during the year will receive a prorated amount, partial months will not be considered. To be eligible for certificate/education pay, employees must:

- Be employed at least six full months as of November 1st
- Be classified as regular, rather than temporary employees.

| Education | Annual |
|------------------|---------------|
| Ph.D. | \$4,160 |
| Master | \$3,120 |
| Bachelor | \$2,080 |
| Associates | \$ 935 |

| Utility | Annual |
|---|---------------|
| A - U.L. | \$1,560 |
| B – U.L./Class 3 Water/Wastewater | \$1,150 |
| C – U.L./Class 2 Water/Wastewater | \$ 935 |
| D – U.L./Class 1 Water/Wastewater | \$ 520 |
| CDL with Airbrakes and Tanker Endorsement | \$ 935 |

| Public Safety | Annual |
|----------------------------|---------------|
| Master Peace Officer | \$1,560 |
| Advanced Peace Officer | \$1,150 |
| Intermediate Peace Officer | \$ 935 |
| Basic Peace Officer | \$ 0 |
| | |
| Master Firefighter | \$1,560 |
| Advanced Firefighter | \$1,150 |
| Intermediate Firefighter | \$ 935 |
| Basic Firefighter | \$ 0 |

| Telecommunications | Annual |
|---------------------------|---------------|
| Master | \$1,560 |
| Advanced | \$1,150 |
| Intermediate | \$ 935 |
| Basic | \$ 0 |

| City Certificates | Annual |
|--|---------------|
| IIMC – Municipal Clerk, MMC | \$1,560 |
| IIMC – Municipal Clerk, CMC | \$1,150 |
| Texas Registered Municipal Clerk, TRMC | \$ 935 |
| | |
| Certified Municipal Court Clerk III | \$1,150 |
| Certified Municipal Court Clerk II | \$ 935 |
| Certified Municipal Court Clerk I | \$ 0 |
| | |
| Bilingual (Fluent) Spanish | \$ 935 |

Longevity Pay

Longevity pay is paid annually, at a rate of \$5.00 per month to all employees who have completed 3 years as of October 1, 2019 forward with a max of \$1,500.00.

GLOSSARY

Accrual Basis of Accounting: A basis of accounting under which transactions are recognized when they occur, regardless of the timing of related cash flows. For example, in accrual accounting, revenue that was earned on April 1st, but for which payment was not received until July 10th, is recorded as revenue on April 1st, regardless of when the payment is received.

Actual Tax Rate: A taxing unit's actual tax rate used to levy taxes in the applicable tax year.

Ad Valorem Taxes: Commonly referred to as property taxes, are levied on both real and personal property according to the property's valuation and the tax rate in compliance with the State Property Tax Code.

Appropriation Ordinance: The official enactment by the City Council to establish legal authority for City official to obligate and expend resources.

Assessed Valuation: The valuation set upon real estate and certain personal property by the Assessor as a basis for levying property taxes. (Note: Property values are established by the Bell County Appraisal District.)

Attrition: A method of achieving a reduction in personnel by not refilling the positions vacated through resignation, reassignment, transfer, retirement, or means other than layoffs.

Audit: An independent examination of the accounts and records of the City by Certified Public Accountants to ascertain the accuracy of the financial statements provided by the City.

Authorized Positions: Employee positions, which are authorized in the adopted budget, to be filled during the year.

Available (Unassigned) Fund Balance: This refers to the funds remaining from the prior year which are available for appropriation and expenditure in the current year.

Balance Sheet: A financial statement that discloses the asset liabilities, reserves and balances of a specific governmental fund as of a specific date.

Balanced Budget: Total estimated expenditures shall not exceed the total estimated resources of each fund.

Base Budget: Cost of continuing the existing levels of service in the current budget year.

Beginning Fund Balance: Cash available in a fund from the prior year after payment of the prior year's expenses and deductions for prior year's encumbrances.

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 revenues bonds. These are most frequently used for construction of large capital projects, such as buildings, streets, and bridges.

Bond Refinancing/Refunding: The payoff and re-issuance of bonds, to obtain better interest rates and/or bond conditions.

Budget: A financial plan for a specified period of time (fiscal year) that matches all planned revenues and expenditures with various municipal services.

GLOSSARY

Capital Equipment Project: A capital project for items such as equipment, vehicles, tools, or similar items.

Capital Expenditures: Expenditures for fixed assets such as equipment, remodeling, minor building improvements and vehicles that are funded from operating budgets. These items generally have a life expectancy of five years or less.

Capital Improvements Program (CIP): A management tool used to assist in the scheduling, planning, and execution of a series of capital improvements over a period of time. The CIP is updated annually. It sets forth the estimated expenditures by year and specifies the resources estimated to be available to finance the project expenditures. Capital improvements refer to additional investment in basic facilities owned by the City with life expectancy greater than five years.

Capital Improvements Project: A capital project for the new construction or expansion of infrastructure or facilities.

Capital Maintenance Project: A capital project for the remodel, reconstruction, or rehabilitation of infrastructure or facilities.

Capital Outlay: Expenditures for fixed assets, such as equipment, remodeling, minor improvements and vehicles that are funded from the operation budget. Since long-term financing is not necessary and expenditures of this type are of such recurring character, these items are not part of the Capital Improvements Program.

Capital Project: A non-recurring expenditure that exceeds \$100,000 and has a useful life exceeding one year.

Capital Projects Fund: A governmental fund established to account for resources used for the acquisition of large capital improvements and non-recurring expenditures other than those acquisitions accounted for in proprietary or trust funds.

Cash Flow: The net cash balance at any given time.

Chief Financial Officer (CFO): All references to the Chief Financial Officer are understood to be the Chief Financial Officer or designee.

City Manager: All references to the City Manager are understood to be the City Manager or designee.

Debt: A bond, warrant, certificate of obligation, or other evidence of indebtedness owed by a taxing unit that is payable solely from property taxes in installments over a period of more than one year, not budgeted for payment from maintenance and operations funds, and secured by a pledge of property taxes, or a payment made under contract to secure indebtedness of a similar nature issued by another political subdivision on behalf of the taxing unit.

Debt Service: The cash that is required for a particular period to cover the repayment of interest and principal on a debt. Debt Service is projected on an annual basis.

Debt Service Fund: The Debt Service Fund, also known as Interest and Sinking Fund, was established to account for funds needed to make principal and interest payments on outstanding bonds when due. The fund also reflects paying agent fees and a reserve of not less than 30 days principal and interest obligations for the next fiscal year.

GLOSSARY

Deferred Inflows of Resources: Resources that flow into a fund during the fiscal year but are related to a future period. Deferred Inflows have a negative effect on net position, similar to liabilities. (Examples include property taxes levied in the current year to finance the subsequent year's budget).

Deferred Outflow Resources: Resources that flow out of a fund during the fiscal year but are related to a future period. Deferred Outflows have a positive effect on net position, similar to assets. (Examples include resources provided to a grantee before the grantee has met related time requirements, but after all other eligibility criteria have been met).

Department: The basic organizational unit of government which is functionally unique in its delivery of services.

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.

Division: A major administrative division of the City which indicates overall management responsibility for an operation or a group of related operations within a functional area.

Encumbrance: The commitment of appropriated funds related to unfilled contracts for goods and services including purchase orders. The purpose of encumbrance accounting is to prevent further expenditure of funds considering obligations and commitments already made.

Enterprise Fund: A governmental accounting fund in which the services provided are financed and operated in the same manner as those of a private business. The rate schedules for these services are established to ensure that revenues are adequate to meet all necessary expenditures. Enterprise funds are established for services such as water, wastewater, airport, drainage utilities and solid waste.

Expenditure: Refers to the value of goods and services *received* during a period of time, regardless of when they were *used* (accrual basis of accounting) or *paid* for (cash basis of accounting).

Expense: Refers to the value of goods and services *used* during a period of time, regardless of when they were *received* (modified accrual basis of accounting) or *paid* for (cash basis of accounting).

Fiduciary Fund: Fiduciary funds are used to account for resources that a government holds a trustee or agent on behalf of an outside party that cannot be used to support the government's own programs.

Employee Benefit Trust Fund: Employee benefit trust funds are used to report resources that are required to be held in trust for the members and beneficiaries of defined benefit plans, defined contribution plans, other postemployment benefit plans, or other employee benefit plans.

Finance Department: The Finance Department is the department responsible for the corporate financial operations of the City.

Fixed Assets: Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment.

GLOSSARY

Function: A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible.

Fund: An accounting entity that has a set of self-balancing accounts and that records all financial transactions for specific activities or government functions. Commonly used funds in public accounting are: General fund, capital projects funds, special revenue funds, debt service funds, and enterprise funds.

Fund Accounting: Fund accounting segregates monies according to their intended purpose and is used to aid management in demonstrating compliance with finance-related legal and contractual provisions.

Fund Balance: The difference between fund assets and deferred outflows of resources and fund liabilities and deferred inflows of resources of governmental funds. Fund Balance is broken up into five categories:

Non-spendable Fund Balance: Includes amounts that are not in spendable form or are required to be maintained intact. Examples are consumable inventories.

Restricted Fund Balance: Includes amounts that can be spent only for the specific purposes stipulated by external resource providers either constitutionally or through enabling legislation. Examples include grants and donations.

Committed Fund Balance: Includes amount that can be used only for the specific purposes determined by a formal action (for example, legislation, resolution, and ordinance) of the City Council. Those committed amounts cannot be used for any other purpose unless the government removes or changes the specified use by taking the same type of action it employed to previously commit those amounts.

Assigned Fund Balance: The portion of the fund balance of a governmental fund that represents resources set aside by the government for a particular purpose. In governmental funds other than the General Fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.

Unassigned Fund Balance: Represents fund balance that has not been assigned to other funds and that has not been restricted, committed, or assigned to a specific purpose within the General Fund. Unassigned amounts are technically available for any purpose.

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

General Fund: The largest fund within the City, the General Fund accounts for most of the financial resources of the government. General Fund revenues include property taxes, licenses and permits, local taxes, service charges, and other types of revenue. This fund includes most of the basic operating services, such as fire and police protection, finance, sanitation, parks and recreation, libraries, general administration.

General Obligation Bonds: Bonds whose principal and interest is backed by the full faith, credit and taxing powers of the government.

Goal: A goal is a long-term, attainable target for an organization.

GLOSSARY

Governmental Funds: Governmental funds are used to account for the government’s general government activities primarily supported by taxes, grants, and other similar revenue sources. There are five different types of governmental funds including: General Fund, Special Revenue Funds, General Debt Service Fund, Capital Project Funds, and Permanent Funds. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting.

General Fund: The main operating fund which is used to account for and report all financial resources not accounted for and reported in another fund. The General Fund Finances many of the basic municipal functions, such as general administration and public safety.

Special Revenue Funds: Governmental fund type used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects and exclusive of resources held in trust for individuals, private organizations, or other governments.

Capital Projects Funds: Governmental fund type used to account for and report financial resources that are restricted, committed, or assigned to expenditure for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Debt Service Funds: Governmental fund type used to account for and report financial resources that are restricted, committed, or assigned to expenditure for principal and interest.

Infrastructure: Structures and equipment such as highways, bridges, buildings and public utilities such as water and sewer systems.

Interfund Transfers: The movement of monies between funds of the same governmental entity.

Internal Controls: The plan of organization and all of the coordinated methods and measures adopted within the City to safeguard assets, check the accuracy and reliability of its assets, check the accuracy and reliability of its accounting data, promote operational efficiency, and encourage adherence to prescribed managerial policies.

Accounting Controls: The plan of organization and all the methods and procedures that are concerned mainly with, and relate directly to, the safeguarding of assets and reliability of financial records.

Administrative Controls: The plan of organization and all the methods and procedures that are concerned mainly with operational efficiency and adherence to managerial policies and usually relate only indirectly to the financial records.

Maintenance and Operations: Any lawful purpose other than debt service for which a City may spend property tax revenues.

Modified Accrual Basis of Accounting: Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e. when they are “measurable and available”). “Measurable” means the amount of the transaction can be determined and “available” means collectable within the current period or soon enough thereafter to pay liabilities of the current period. Substantially all material revenues are susceptible to accrual. Ad valorem, sales, franchise, and other tax revenues recorded in the General Fund and ad valorem tax revenues recorded in the Debt Service Fund are recognized under the susceptible to accrual concept. Licenses and permits, charges for services, fines and forfeitures, and miscellaneous

GLOSSARY

revenues (except earnings on investments) are recorded as revenues when received in cash because they are generally not measurable and available. A sixty-day availability period is used for revenue recognition for all governmental fund revenues.

Expenditures are recognized when the related fund liability is incurred, if measurable, except for principal and interest on general long-term debt, which are recorded when due. Compensated absences, claims, and judgments are recorded when the obligations are expected to be paid from current available financial resources.

Net Position: Net position is the difference between (a) assets and deferred outflows of resources and (b) liabilities and deferred inflows of resources in a proprietary fund.

No-New-Revenue Tax Rate: Tax rate for the current tax year that will raise the same amount of property tax revenue for the City from the same properties in both the preceding tax year and the current tax year.

Non-Recurring Item: An expenditure that has not occurred in the previous two years and is not expected to occur in the following years.

Operating Expenditures (Governmental Funds): An expenditure incurred in carrying out the City's day-to-day activities. Operating Expenditures include such things as payroll, employee benefits and pension contributions, transportation, and travel.

Operating Expenses (Proprietary Funds): An expense incurred in carrying out the City's day-to-day activities. Operating Expenses include such things as payroll, employee benefits and pension contributions, transportation and travel, amortization and depreciation. Notwithstanding the foregoing, with respect to a City Enterprise for which obligations, secured in whole or in part by the revenues of such Enterprise for which obligations, secured in whole or in part by the revenues of such enterprise (such as the City's Water and Sewer System), have been issued or incurred, Operating Expenses shall be determined in accordance with State law and terms of the ordinances pursuant to which such obligations were issued or incurred.

Pay-As-You-Go-Financing: The use of currently available cash resources to pay for capital investment. It is an alternative to debt financing.

Performance Measure: An identifiable unit of measuring the effectiveness and efficiency of providing services. Data collected to determine how effectively or efficiently a program is achieving its objectives.

Pooled Cash: The sum of unrestricted cash and investments of several accounting funds that are consolidated for cash management and investment purposes. Investment income or expenditure is allocated to the various funds based on their respective participation and in accordance with generally accepted accounting principles.

Program: A set of activities, operations, or organizational units designed and directed to accomplish specific service outcomes or objectives for a defined customer.

Proprietary Fund: A class of fund types that account for a local government's businesslike activities. Proprietary funds are of two types: enterprise funds and internal service funds. Both use the accrual basis of accounting and receive their revenues from charges to users. (Enterprise Fund examples: Water and Sewer Fund, and Drainage Utility Fund; Internal Service Fund examples: Fleet Maintenance Fund, Information Systems Fund).

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Enterprise Fund: Enterprise funds are used to account for those activities that are business-like in nature, and include the Water & Sewer, Drainage, Solid Waste, and Aviation funds. Enterprise fund types are accounted for on a flow of economic resource measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. These funds are supported largely by user charges.

Internal Service Fund: Proprietary fund type used to report and activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units, or to other governments, on a cost-reimbursement basis.

Reserve (Governmental Funds): Reserves refers only to the portion of Fund Balance that is intended to provide stability and respond to unplanned events or opportunities. See associated Reserve Policy for specific details.

Reserve (Proprietary Funds): Reserve refers only to the portion of Working Capital that is intended to provide stability and respond to unplanned events or opportunities. See associated Reserve Policy for specific details.

Revenue Appropriation: A designated portion of a fund to be allocated and appropriated to the reserve of the fund to meet potential liabilities during the fiscal year.

Revenue Bonds: Bonds whose principal and interest are payable exclusively from earnings of an Enterprise Fund.

Risk Management: An organized attempt to protect a government's assets against accidental loss in the most economical method.

Special Revenue Funds: Special revenue funds are used to account for resources allocated to specific purposes. A special revenue fund continues in existence if governmental resources are allocated to its specific purposes.

Strategy: A strategy is a specific, measurable, and observable result of an organization's activity which advances the organization toward its goal.

Target: A performance measure target is the desired level of a service or activity.

Tax Levy: The total amount to be raised by general property taxes for operating and debt service purposes specified in the annual Tax Ordinance.

Tax Rate: The amount of tax levied for each \$100 of assessed valuation.

Trust Fund: The Trust Fund was established to account for all assets received by the City that are a trust and not accounted for in other funds. The Trust Fund is accounted for as an expendable trust fund.

Unrestricted Net Position: The portion of a fund's net position that is not restricted for a specific purpose.

Voter-approval Tax Rate: The highest tax rate that the City may adopt without holding an election to seek voter approval of the rate.

Working Capital: An accounting term defined as current assets less current liabilities in a proprietary fund. Working Capital is used to express the Reserves available in proprietary funds for use.

ACRONYMS

AICP: American Institute of Certified Planners
AMCC: Association of Mayors, Council members & Commissioners
AP: Accounts Payable
APA: American Planning Association
APWA: American Public Works Association
AWWA: American Water Works Association
BEDC: Bellmead Economic Development Corporation
BOAT: Building Official Association of Texas
CAFR: Comprehensive Annual Financial Report (audit)
FY: Fiscal Year
GAAFR: Governmental Accounting, Auditing, and Financial Reporting
GAAP: Generally Accepted Accounting Procedures
GASB: Governmental Accounting Standards Board
GF: General Fund
GFOA: Government Finance Officers Association
GFOAT: Government Finance Officers Association of Texas
GIS: Geographic Information System
HIPAA: Health Insurance Portability and Accountability Act
HMAC: Hot Mixed Asphalted Concrete
ICMA: International City/County Management Association
IEDC: International Economic Development Council
IPMA: International Public Management Association
ISO: International Organization for Standardization
LF: Linear foot
NAIOP: National Association of Industrial & Office Properties
NFPA: National Fire Protection Association
NLC: National League of Cities
NTCAR: North Texas Commercial Association of Realtors
O&M: Operations and maintenance
P/R: Payroll
P&Z: Planning and Zoning
PC: Personal Computer
PW: Public Works
R&M: Repair and maintenance
ROW: Right of way
RV: Recreational Vehicle
SBCCI: Southern Building Code Congress International
SCADA: Supervisory Control and Data Acquisition
SCBA: Self-Contained Breathing Apparatus
SHRM: Society for Human Resource Management
SIDC: Southern Industrial Development Council
SRT: Special Response Team
TAMIO: Texas Association of Municipal Information Officers
TAV: Taxable Assessed Valuations
TCCA: Texas Court Clerks Association
TCEQ: Texas Commission on Environmental Quality
TCFP: Texas Commission on Fire Protection
TCLEDDS: Texas Commission on Law Enforcement Data Distributions System

ACRONYMS

TCOLE: Texas Commission on Law Enforcement
TCMA: Texas City Managers Association
TEDC: Texas Economic Development Council
TIDC: Texas Industrial Development Council
TIRZ: Tax Increment Reinvestment Zone
TLETS: Texas Law Enforcement Telecommunications System
TMCA: Texas Municipal Clerks Association
TMHRA: Texas Municipal Human Resource Association
TML: Texas Municipal Leagues
TMPA: Texas Municipal Personnel Association
TMRS: Texas Municipal Retirement System
TPWA: Texas Public Works Association
TWUA: Texas Water Utilities Association
TXU: Texas Utilities
VAWA: Violence Against Women Act
VCLG: Victim Coordinator and Liaison Grant
WMARSS: Waco Metropolitan Area Regional Sewage System
W&S: Water and Sewer