

Bellmead Solar Eclipse

April 8, 2024

Photo Credit to: Elipidio Saucedo

City of Bellmead
Annual Budget
Fiscal Year 2025

Submitted to The Honorable Mayor & City Council
3015 Bellmead Dr. Bellmead, TX 76705 254-799-2436
www.bellmeadtx.gov

CITY OF BELLMEAD, TEXAS ANNUAL BUDGET FOR FISCAL YEAR 2025

This budget will raise more revenue from property taxes than last year's budget by an amount of \$275,269, which is a 12.20 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 \$41,467.

City Council

Mayor James Cleveland, Precinct 3
Mayor Pro Tem Bryan Winget, Precinct 5
Karen Coleman, Precinct 1
Travis Gibson, Precinct 2
Tommy Bainbridge, Precinct 4
Gary Moore, At Large

Budget Vote:	FOR:	Cleveland, Winget, Gibson, Bainbridge, Moore
	AGAINST:	
	ABSENT:	Coleman

	FY 2025	FY 2024
Property Tax Rate	\$0.343169	\$0.323169
Debt Rate	\$0.055178	\$0.056936
No New Revenue Tax Rate	\$0.310652	\$0.290371
Voter Approval Tax Rate	\$0.320311	\$0.302024
De Minimis Rate	\$0.379114	\$0.363811

Total debt obligation for City of Bellmead secured by property taxes: \$4,597,639

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 \$10,752 for notices required by law to be published in a newspaper for the year ended September 30, 2024 and has budgeted \$6,300 to be spent for such notices for the September 30, 2025 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 01, 2023

Christopher P. Morill

Executive Director

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August 8, 2024

Honorable Mayor, City Council, and Residents of Bellmead:

We are pleased to submit the budget for FY 2025, beginning October 1, 2024, and ending September 30, 2025. The budget outlines the financial framework for achieving the City's objectives in the coming year.

This budget reflects the collaborative efforts of the City Council, Management, and Department Heads to allocate the City's financial resources effectively, aligning with the goals set by the City Council and adhering to sound financial policies.

In March 2019, the City Council adopted Financial Governance Policies, which were updated in May 2024. These comprehensive policies guide the development of the budget, ensuring it complies with all adopted standards.

Mission Statement

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

Core Values

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

Strategic Issues and Budget Development

The following six strategic issues were considered in the development of this budget:

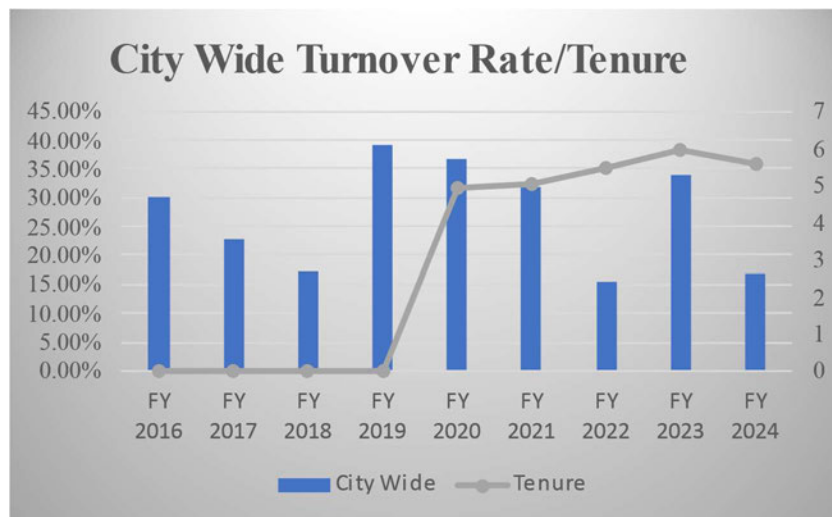
1. High Performing Government

The city recognizes that its employees are its greatest assets, driving the city's performance and success. Fair compensation is one of the most important issues facing the city, and addressing inequity in compensation is challenging but essential.

Compensation and Turnover:

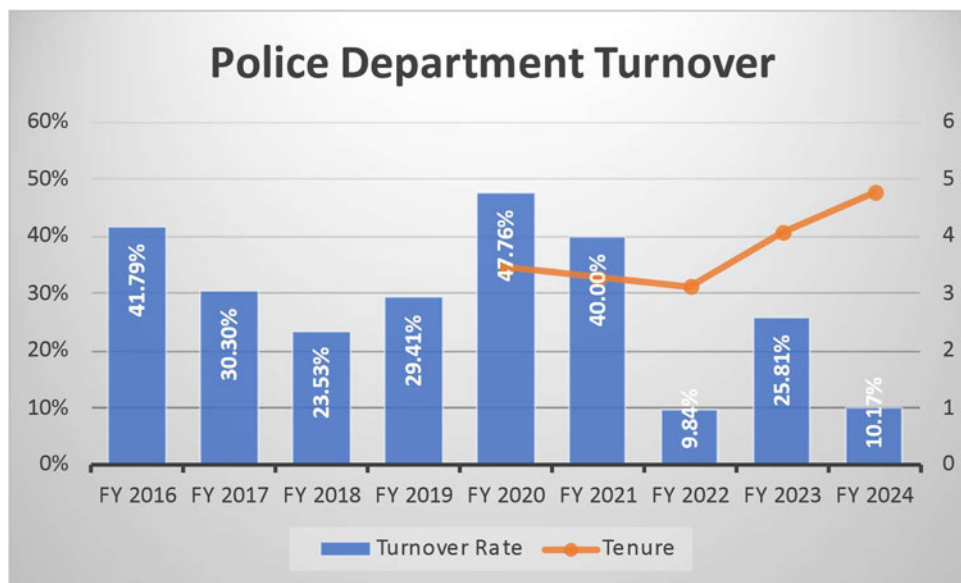
Non-competitive compensation creates several significant problems, including high turnover rates. Historically, the city's turnover rate has exceeded 25% for all employees and 35% in the police department with average tenure as low as 3.12 years in the police department and 4.91 years city-wide. This has led to hidden costs for recruiting and training, reducing overall efficiency.

However, the city has made substantial progress in recent years. Employee turnover peaked at 39.19% in FY 2019 but dramatically decreased to 15.58% in FY 2022. City-wide employee tenure has increased from 4.91 years in FY 2020 to 5.58 years currently, indicating that the city is moving in the right direction.



The average cost to hire and train an officer is between \$75,000 and \$100,000 in the first year. Turnover within the police department has historically trended from 25% to 50% due to non-competitive pay, crime rates, and national and community tensions. In FY 2022, the department's turnover rate dropped to 9.84% and is currently at 10.17%. This is due to several factors that

include competitive compensation, hiring incentives, training programs, upgraded equipment, and the support of City Council and City Administration.



Efforts to Improve Employee Retention:

In FY 2019, the city began a multi-year approach to mitigate turnover, increase employee morale, and enhance job satisfaction. This included:

- investing in updated technology
- replacing obsolete equipment
- increasing job training
- enhancing compensation

In FY 2020, the city increased salaries citywide by 2.7%, matching the Central Texas consumer price index rate. While this did not move the city closer to market rates, it prevented further erosion. An updated pay scale was adopted, bringing the lowest tier of employees to market rates.

Prior to FY 2020, the last pay scale on record was adopted in 2006. According to the Bureau of Labor Statistics, today's prices are 62.74% higher than in 2006. Sporadic pay increases over the years did not adjust the pay scale, undermining cost-of-living adjustments and setting new employees back to 2006 pay levels.

In FY 2021, FY 2022, and FY 2023, the city focused on bringing public safety employees closer to market rates, approving updated pay scales each year. The [COVID-19 pandemic](#) and national tensions towards law enforcement placed significant stress on public safety employees. It is imperative to support and compensate our first responders adequately. Bellmead has historically

been the public safety training ground for the surrounding areas which have lower crime rates per capita and higher compensation rates.

The city also moved to a merit-based pay-for-performance system in FY 2021. Employee evaluations now monitor performance, increasing accountability for both supervisors and employees. This system fosters productivity and enables the city to reward performance, attracting and retaining quality staff.

Challenges and Future Goals:

The consumer price index increased 7.8% from January 2021 to January 2022. To remain fiscally solvent, the city supported a 3% cost-of-living adjustment for all employees in the FY 2023 budget. However, it will take several budget cycles to make the pay scale competitive with market rates for higher positions. It is crucial to reduce pay compression among executive and public safety command staff, requiring structured salary ranges for higher positions to be addressed in future budgets.

A 5.3% cost-of-living increase is included in the proposed budget, reflecting the current year's CPI from January 2023 to January 2024. It is essential not to fall behind inflation and further erode employee pay.

Focus on Public Works and Critical Staff:

Public Works employees were the priority in FY 2024 and an updated pay scale was adopted to bring these valuable employees closer to the market rates. These employees are crucial for maintaining the city's infrastructure, including streets, water, sewers, and parks. It is vital to pay them a fair wage for their essential work, especially during events like [Winter Storm Uri 2021](#) and the Severe Storms of 2024.

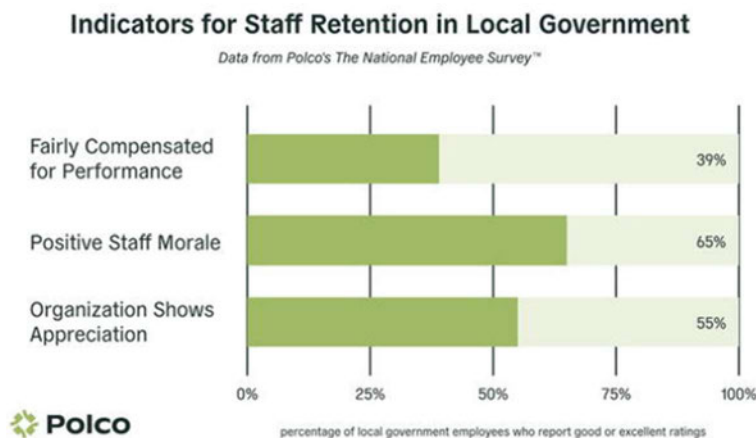
Recruitment and Retention:

The ability to recruit and retain a competent workforce is vital to the city's success. Treating employees fairly and promoting a culture of value and respect are key factors in achieving this. Addressing compensation disparities is critical for attracting and retaining talented staff, especially as surrounding cities also increase wages due to inflation and post-pandemic employment shifts. 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 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. While we are making great progress, we are still trying to catch up to our surrounding cities which are also increasing wages due to the stressors of inflation and post-pandemic shifts in employment.

The Great Resignation and Cultural Impact:

The “Great Resignation” or “Great Reshuffle” has pushed up wages due to increased demand for workers. The International City Manager’s Association put out an article [“Clocking out for Good: The Great Resignation’s Impact on Local Government”](#) that highlighted factors affecting local government hiring and retention, emphasizing the importance of organizational culture and compensation.



Many individuals reevaluated their lives during the pandemic, seeking better work-life balance, fair compensation, and a positive work environment. Some left local government due to low morale, political abuse by officials, and the challenges of serving a sometimes-hostile public.

2. Financial Responsibility

The city is committed to adopting a structurally balanced budget. Historically, the city relied on administrative charges to other funds to subsidize the General Fund, which was often budgeted at a net loss. FY 2019 was the final year the city operated with a deficit operating budget; and significant efforts were made to end the year with a positive net change in fund balance. All administrative charges were removed, and costs were allocated to the proper funds in FY 2020.

The Water/Sewer Fund is now charged a 6% franchise fee for using the city’s roads and rights-of-way in lieu of an administrative charge. Excess fund balance is no longer used to balance the operating budget and is reserved for funding one-time capital projects.

GENERAL FUND										
	2016	2017	2018	2020	2021	2022	2023	2024	2025	
	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Estimated	Budget	
Revenues										
Property Taxes	856,728	927,812	968,976	1,033,854	1,314,227	1,447,123	1,665,637	1,884,305	2,009,983	
Sales Taxes	2,409,740	2,448,877	2,549,899	2,660,639	2,666,605	2,953,772	3,481,529	3,680,159	3,923,400	
Franchise Taxes	535,142	522,022	498,025	514,688	484,867	506,171	599,758	582,411	593,300	
Licenses and Permits	37,704	38,732	38,878	57,055	92,864	93,099	127,617	193,283	237,023	
Intergovernmental Revenues	6,782	8,759	10,234	7,410	75,299	72,827	74,052	428	716	
Charges for Services	8,903	6,512	7,897	677,203	705,489	1,173,271	1,523,291	1,608,735	1,708,600	
Fines and Forfeitures	307,875	222,306	216,151	159,479	135,422	204,556	225,881	290,358	330,700	
Investment Income	27,912	37,333	43,874	37,187	19,303	2,994	137,148	217,756	222,000	
Other Income	21,607	28,787	19,634	(7,572)	7,098	3,354	2,111	2,541	2,500	
Operating Revenues	4,212,393	4,241,140	4,353,568	5,139,943	5,501,172	6,457,167	7,837,024	8,459,976	9,028,222	
Non-Operating Revenues										
Other Financing Sources	2,001	6,733	74,754	330,569	62,446	13,680	196,745	53,664	99,388	
Transfers In	709,431	738,107	882,173	575,930	249,042	205,150	216,904	270,187	305,290	
Total Non-Operating Revenues	711,432	744,840	956,927	906,499	311,488	218,830	413,649	323,851	404,678	
Total Revenues	4,923,825	4,985,980	5,310,495	6,046,442	5,812,660	6,675,997	8,250,673	8,783,827	9,432,900	
Operating Expenditures										
General Government	1,132,903	1,100,688	1,133,251	1,718,866	1,289,817	1,630,616	2,314,620	2,724,325	3,436,405	
Total Public Safety	3,204,202	3,361,973	3,631,720	3,524,576	2,978,208	3,459,586	4,433,144	5,144,881	5,550,972	
Total Public Works	516,060	494,489	482,762	396,076	158,011	92,001	114,635	98,165	119,257	
Culture & Recreation	82,830	63,808	40,948	48,525	159,132	140,946	206,611	199,272	250,940	
Total Operating Expenditures	4,935,995	5,020,958	5,288,681	5,688,043	4,585,169	5,323,149	7,069,010	8,166,643	9,357,574	
Non-Operating Expenditures										
Capital Outlay	6,750	-	82,481	193,057	50,365	9,571	-	-	-	
Transfers to Capital Projects Fund	-	-	-	125,742	1,064,597	599,200	485,083	500,000	1,000,000	
Total Non-Operating Expenditures	6,750	-	82,481	318,799	1,114,962	608,771	485,083	500,000	1,000,000	
Total Expenditures	4,942,745	5,020,958	5,371,162	6,006,842	5,700,130	5,931,920	7,554,093	8,666,643	10,357,574	
Net Change in Fund Balance	(18,920)	(34,978)	(60,667)	39,600	112,529	744,077	696,579	117,184	(924,674)	

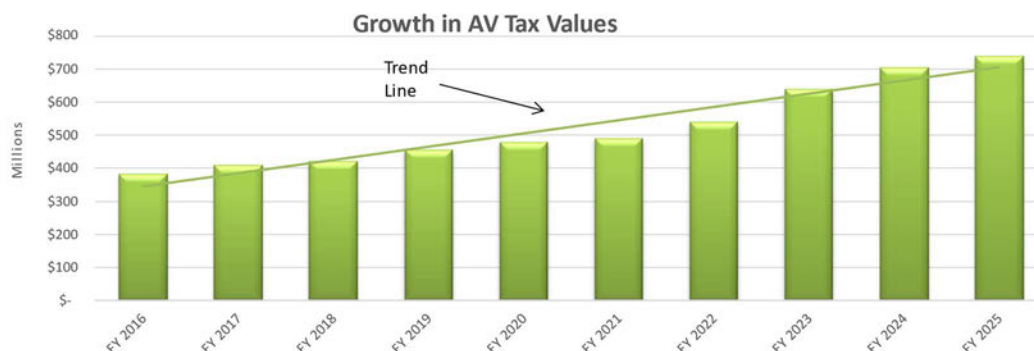
Deferred Maintenance and Financial Constraints:

The City has historically deferred maintenance and understaffed operations to maintain a low property tax rate. This resulted in city equipment falling into disrepair, with minimal capital outlay before FY 2020. Despite having the lowest tax rate in the area, Bellmead also has the lowest residential home values, leading to a less robust revenue stream compared to neighboring communities. Increasing pressures from residents to enhance services are challenging to meet under current financial constraints.

Tax Rate/Value Comparison:

Municipality	Average Market	Average HS Exemption	Average Taxable	Tax Rate	Taxes
Waco	\$ 299,631	\$ 73,873	\$ 225,758	\$ 0.755000	\$ 1,704.47
Lorena	\$ 319,015	\$ 26,368	\$ 292,647	\$ 0.537289	\$ 1,572.36
Woodway	\$ 444,806	\$ 34,714	\$ 410,092	\$ 0.373701	\$ 1,532.52
Robinson	\$ 339,220	\$ 28,821	\$ 310,399	\$ 0.442378	\$ 1,373.14
Hewitt	\$ 332,883	\$ 94,538	\$ 238,345	\$ 0.546736	\$ 1,303.12
McGregor	\$ 244,135	\$ 38,413	\$ 205,722	\$ 0.543591	\$ 1,118.29
Lacy Lakeview	\$ 224,119	\$ 43,604	\$ 180,515	\$ 0.331411	\$ 598.25
Bellmead	\$ 173,015	\$ 33,086	\$ 139,929	\$ 0.343169	\$ 480.19

The No-New-Revenue tax rate of \$0.310652 is lower than the City’s current rate, indicating an overall increase in appraised property values. This increase is a testament to the city’s focus on economic development, code enforcement, and beautification.



The Voter Approval tax rate is \$0.320311, the highest the city may adopt without triggering a voter approval election. The proposed budget sets the tax rate at \$0.343169 per \$100 of valuation, the same rate as the prior year plus a \$0.02 increase dedicated for streets capital improvements. The De Minimis Rate is \$0.379114, the highest rate that may be adopted without triggering an automatic tax approval election.

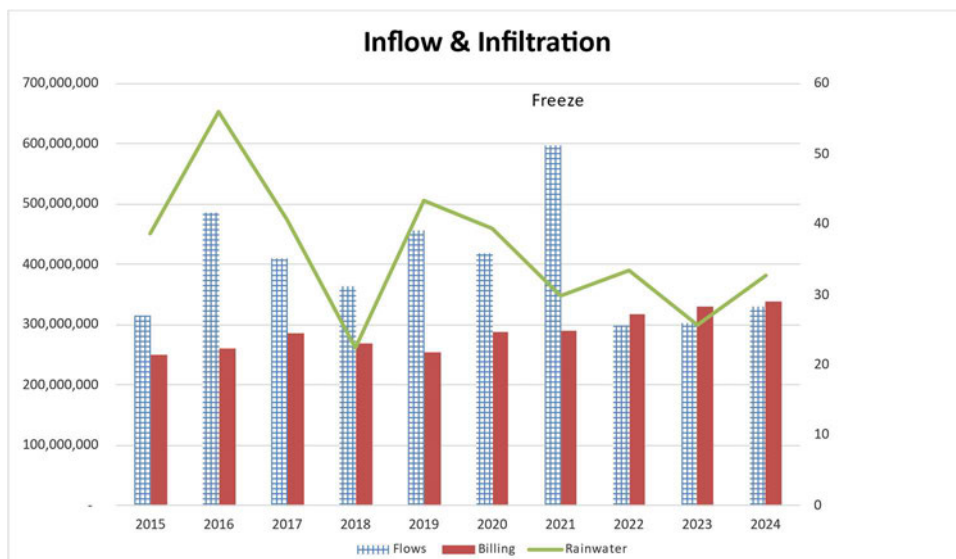
Despite significant revenue challenges, the operating budget is balanced, with projected operating expenditures equaling or exceeding projected operating resources. The city also faces increasing pressures within the Water/Sewer Utility Fund due to similar financial constraints.

Water/Sewer Utility Fund:

Over the years, fund reserves have been drawn down to subsidize the General Fund, deferring necessary maintenance and capital replacements within the Utility Fund. The City contracted Water Resources Management, LLC in 2014 to perform a Water Sewer Rate study, resulting in a five-year rate plan to support needed expenditures. Although the proposed rates were implemented in FY 2015, rate increases were deferred annually, resulting in lost revenue of over \$500,000. The FY 2018 proposed rates were finally implemented in FY 2020, with a slight increase to water and sewer rates.

In 2004, the City entered an interlocal cooperative agreement with the City of Waco and five other cities to acquire the assets comprising the Waco Metropolitan Area Regional Sewer System (WMARSS). The City’s proportionate share was 5.707%. In FY 2020, ownership transferred to the City of Waco, making Bellmead a customer. Sewer treatment cost is now included in the Water/Sewer Fund operating budget at \$660,909 for FY 2025, significantly lower than operating

an in-house system. However, a 43% increase in sewer flows in FY 2021 due to water line breaks during Winter Storm Uri highlighted the need for investment in the city's aging infrastructure.

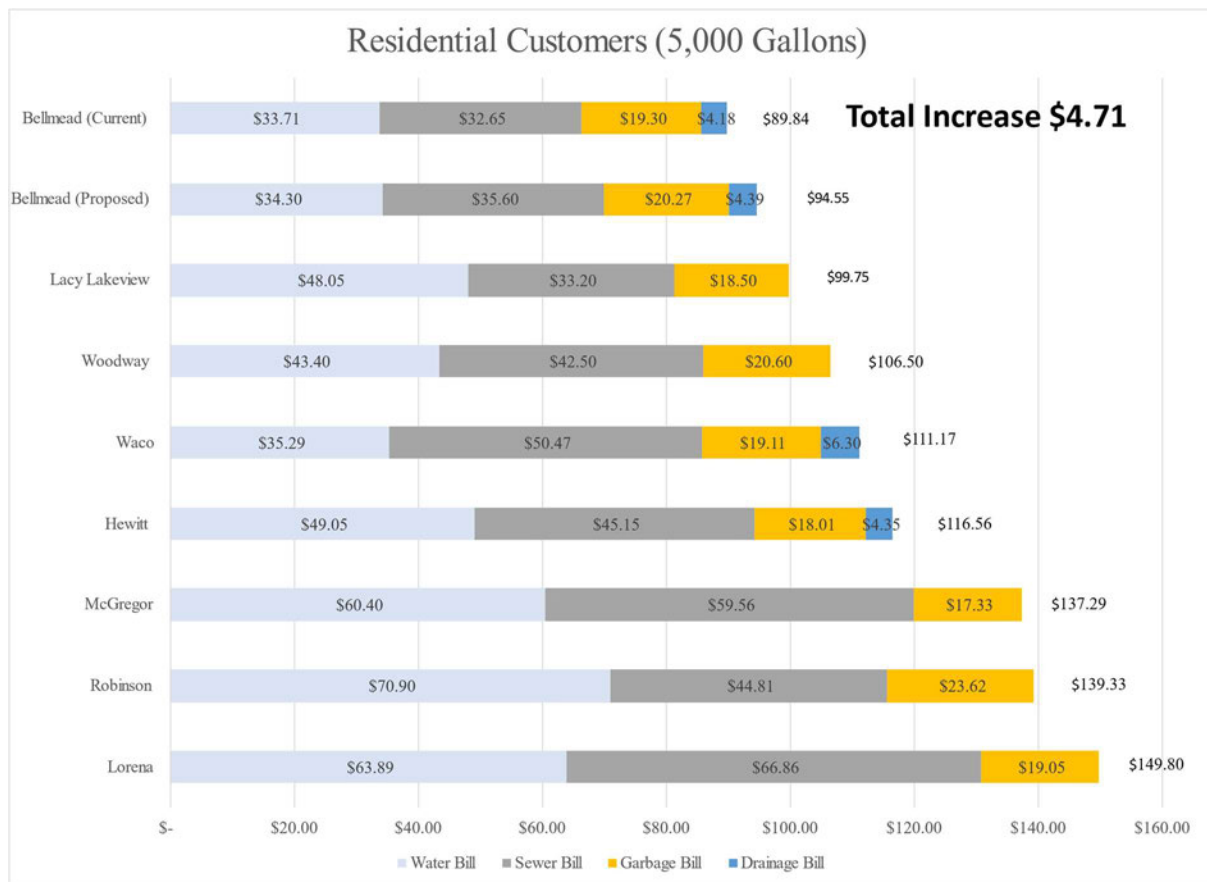


New Rate Structure and Capital Requirements:

In FY 2021, City Council approved an agreement with NewGen Strategies & Solutions, which prepared a five-year forecast of water and wastewater revenue requirements and accompanying rate scenarios. The new rate structure, including a depreciation factor, is designed to cover costs and allocate funding for capital equipment and infrastructure replacement. The city was presented with the new rate structure on June 8, 2021. Rates have been increased each year per the plan and an increase is included in the proposed budget.

Garbage rates are budgeted to increase by 5% due to inflation.

As you can see from the table below, the city has the lowest rates in the area. This is indicative of the city's history of maintaining low tax and utility rates. Unfortunately, this has resulted in failed infrastructure, understaffing, low morale, and outdated equipment.



10 clamps from previous repairs

It is imperative that the city implement the proposed rates on schedule to ensure that the water/sewer utility remains solvent. Failure to follow the plan will result in further degradation of the system as maintenance will continue to be deferred and needed system upgrades will be unfunded and unattainable.

Drainage Utility and Infrastructure Improvements:

City Council approved a drainage utility feasibility study in December 2021 and engaged NewGen Strategies & Solutions. Bellmead's growth and I-35 construction have made it prime commercial real estate, but the current drainage system is inadequate, causing flooding and property damage. A drainage ordinance was adopted by City Council on December 13, 2022, and the utility was implemented in January 2023. The utility is self-supporting through user fees.

Each time it rains there is tremendous citizen outcry to fix the drainage issues within the city. The lack of adequate drainage has resulted in the locals often referring to the city as “The Mudd”.

Unfortunately, all infrastructure comes at a cost. A drainage ordinance was adopted by City Council on December 13, 2022, and the utility was implemented in January 2023. The utility is designed to be self-supporting through user fees assessed as a set rate for each residential customer and based on total area of impervious cover for commercial customers.



Transparency and Financial Reporting:

The city strives to present financial data transparently, ensuring users understand the complexity of governmental accounting. Cities have numerous funds designated for specific purposes, often restricted by grantors, statutes, or purpose, which is often confusing for the average reader. Bellmead has moved towards more transparent financial reporting in an effort to engage our citizenry and ensure that they have accurate information. Monthly financial reports are posted on the city's website as well for enhanced transparency.

In FY 2018, the city transitioned from an annual financial report to a more transparent comprehensive financial report, earning its first GFOA Certificate of Achievement for Excellence in Financial Reporting in FY 2019. The city also earned the GFOA Distinguished Budget Presentation Award in FY 2019 and subsequent years.

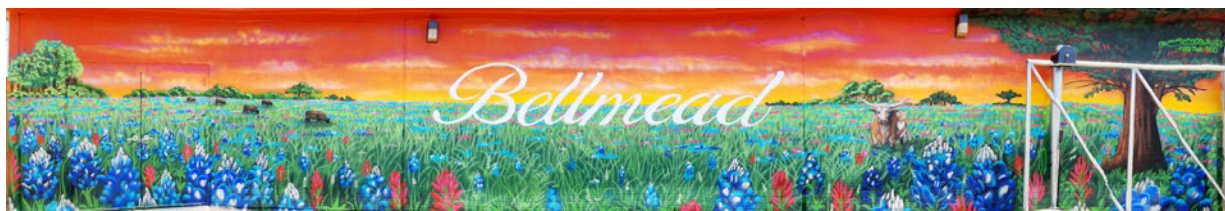
3. Quality of Life

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

Commitment to a New Vision:

City staff is determined to bring to life a new brand and vision for Bellmead. The goal is to clean up and beautify strategic areas of the city to promote community involvement. In FY 2022, city staff revitalized parks by cleaning and repainting the pavilions, repairing, and repainting park sign, maintaining landscapes, and renovating park bathrooms. In FY 2023, efforts focused on cleaning up the Lion's Park ballfields; removing brush along the property/fence line that creates a haven for snakes, removing trees from the field fences, eliminating excess fencing and equipment, consolidating dirt piles, leveling monuments, and addressing other miscellaneous items.

A mural was added to the records building next to City Hall in July 2023 to welcome citizens and visitors alike to Bellmead.



Parks and Recreation Enhancements:

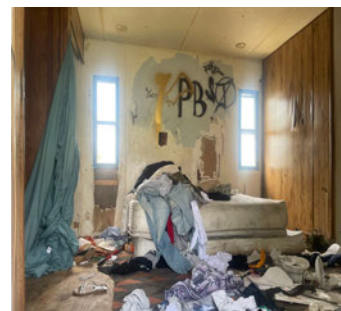
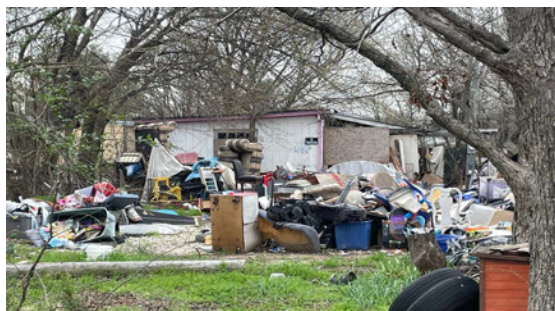
The city received a \$150,000 matching grant from the Texas Parks and Wildlife Department to enhance Brame Park with lighting, inclusive play equipment, landscaping, and additional shading. This project aligns with Priority 2 of the city's parks and recreation comprehensive plan adopted by City Council on January 10, 2023.

Community Engagement:

We want the community to take pride in our City, so we're doing everything we can to get them involved. On November 4, 2023, the City hosted the third annual Bellmead Burgers and Brews Festival at Lion's Park. Other community events include National Night Out (Brame Park), The Christmas Parade (Bellmead Dr), Bellmead Family Dog Day (Brame Park), and Splash Day (Brame Park).

Building and Code Enforcement:

The Building/Code Enforcement department has been cleaning up the city and making it a safer place for people to live. They have been strictly enforcing city ordinances, abating nuisance and blighted properties, and ensuring that homes are safe to inhabit. Code Enforcement has developed a priority response system for enforcement complaints due to the sheer number of compliance issues within the city. The city is taking a strong hands-on approach to code enforcement to ensure a safe and clean environment for all residents.



Public Works and Infrastructure:

The Public Works Department will also be working with TXDOT to keep medians and rights-of-way clean and maintained, so that first-time visitors to the city have a positive first impression as soon as they enter Bellmead. The long-term goal is to keep the City clean and appealing to attract new visitors and residents.

Future Recreational Facilities:

The city is currently researching a potential recreational facility for the youth of Bellmead. This facility will provide a safe space for the youth to engage in recreational sports and activities, keeping them off the streets. The city is working with the Texas Commission of Environmental Quality (TCEQ) to determine the feasibility of utilizing the 51-acre Dugger Field site, previously used as a landfill. Before issuing any debt for such a facility, a bond issue will be presented to the citizens for their approval.

4. Economic Development

The City of Bellmead is situated in an ideal location for economic development. PropertyClub named Waco and surrounding areas as the 13th cheapest place to live in Texas in 2024, with living expenses roughly 10% lower than the national average. The low cost of living, reasonable home prices, and economic opportunity make Bellmead attractive to homebuyers and developers alike.

To capitalize on the City's location, available property holdings, and other amenities, Bellmead 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.

Key Initiatives and Partnerships:**A. Meter Change Out Project:**

In FY 2022, the city leveraged economic development funding to implement a multi-phase meter change-out project. This project replaced and/or retrofitted the city's current meters and installed new automatic metering infrastructure. The benefits of this technology include operational savings, greater accuracy, better access to information for citizens, elimination of the need to send staff out for re-reads or move-ins/move-outs, immediate tamper and backflow notifications, and leak detections.

B. Downtown Revitalization:

The city partnered with the Texas Department of Agriculture (TDA) to revitalize downtown Bellmead. This included installing ADA-compliant sidewalks and lighting to

enhance the area and spur economic development. The construction was completed in early 2023.

C. Comprehensive Plan:

TDA funding was also awarded to assist the city with developing a [Comprehensive Plan](#) to guide Bellmead's development and ensure it meets the needs of its citizens and business partners. This plan was completed and adopted by City Council on January 10, 2023.

D. Safe Streets and Roads for All:

The city has partnered with the Waco Metropolitan Planning Organization and submitted a Safe Streets and Roads for All grant application to the U.S. Department of Transportation. This initiative, if funded, will not only increase the safety of our streets, but will also promote economic improvements. The project goal is develop Bellmead Drive into a downtown boulevard; creating a more walkable city, slowing down traffic, creating a median, adding sidewalks, beautifying the city, and most importantly decreasing the number of deaths due to traffic collisions.

An Opportunity for Identity...



II-13

Recent Economic Developments:

E. QuickTrip

Opened on May 26, 2022, on Loop 340 in Bellmead, this 4,993 square foot facility services 20 cars for gasoline. The facility improvements are valued at approximately \$1.1 million, with an average store generating \$1.3 million in state and local sales taxes. The potential sales tax impact to the city is approximately \$315,000.

F. Bush's Chicken

Opened on March 2, 2023, this 3,000 square foot facility on Bellmead Drive replaced an older, dilapidated facility on the same site. The restaurant has two stacking lanes and inside dining with a total occupancy of 96. The facility improvements are valued at approximately \$850,000.

G. Immunotek Plasma Center:

Opened on March 27, 2023, on Loop 340, this 9,025 square foot plasma donation center employs 5 people and has a total occupancy of 97. The facility improvements are valued at approximately \$1 million.

H. Chick-fil-A:

Opened on June 20, 2023, creating 120 full-time and part-time jobs. The restaurant has two stacking lanes capable of handling 64 cars and inside dining with a total occupancy of 150. The improvements are valued at approximately \$1.2 million for the 4,995 square foot facility.

I. Murphy Oil:

This retail gas station made approximately \$1.5 million in facility improvements and received a certificate of occupancy on October 10, 2023.

J. Caliber Collision:

Opened on December 4, 2023, this 16,345 square foot facility on Pecan Lane has improvements valued at approximately \$1.75 million.

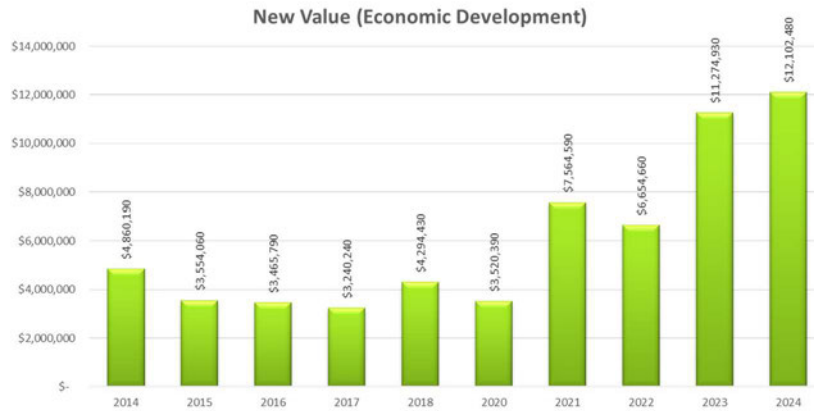
K. Whitewater Car Wash:

Built a \$1.75 million, 4,405 square foot facility that opened on May 10, 2024.

L. Tortilleria Michael:

Currently constructing a 3,200 square foot restaurant on 0.4666 acres purchased from the Bellmead Economic Development Corporation on Bellmead Drive in 2020. The restaurant is expected to employ 25-30 people and opened its doors in 2024.

These developments illustrate Bellmead's ongoing efforts to enhance economic growth and improve the quality of life for its residents. The city's management team is committed to diligently managing resources, fostering economic opportunities, and ensuring long-term prosperity. The graph below depicts the increase in property value due to economic development in Bellmead:



5. Safe Community

In September 2021, it was reported that the City of Bellmead was the most dangerous City in Texas. In 2017, Bellmead was ranked the 10th most dangerous City in the entire United States. These were alarming titles for the city, but recent efforts have led to significant improvements. Bellmead's crime rankings have improved dramatically, reflecting the positive changes and ongoing efforts of the community.

Recent Crime Ranking Improvements:

- Bellmead's overall crime rate has fallen to 69th among Texas cities.
- The city is now ranked 233rd for violent crime.
- Bellmead is 57th for property crime.



These improvements indicate a noteworthy decline in both violent and property crimes over the past five years. The following factors have contributed to this positive trend.

M. Economic Development and Job Availability

The city has been actively working to remove blight and demolish unsafe housing that was previously used for illegal activities. Economic development initiatives have been put in place to attract businesses and create job opportunities for residents. The city is also focused on encouraging new businesses to establish themselves in Bellmead, providing employment opportunities for citizens, helping to reduce crime associated with poverty and joblessness.

N. Enhancing Social Morality and Community Engagement

Efforts to foster a culture of lawfulness and civic responsibility have been intensified. Local officials, including the district attorney, judges, city officials, and school officials, are committed to the highest ethical, moral, and legal standards. Community outreach programs and educational initiatives have been implemented to improve the social environment and reduce deviant behavior. The police department and district attorney's office have been particularly active in community policing initiatives, building trust and cooperation between law enforcement and residents. These programs aim to address the root causes of crime and instill a sense of community responsibility.

O. Police Policy and Resource Allocation

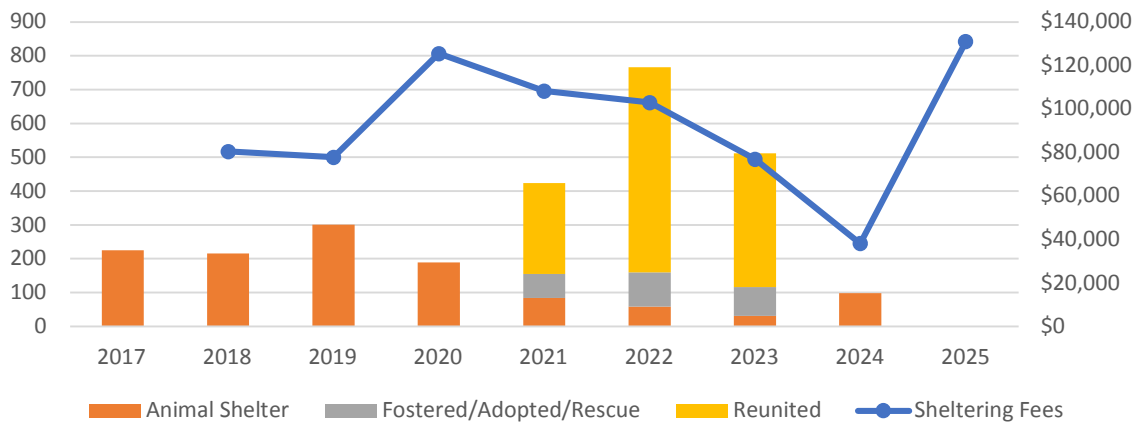
The Bellmead Police Department has undergone significant changes. A new command staff is in place, and officer pay has increased from \$27,040 in 2018 to \$62,757 in the FY 2025 budget. The city also introduced a \$5,000 hiring incentive for licensed peace officers and a training program for cadets to attend the police academy at the city's expense. The police department now has a dedicated traffic unit to enforce laws and increase safety, and officers are working closely with code enforcement and building inspectors to address blighted areas that attract criminal activity. Community policing initiatives have been expanded to build trust between law enforcement and residents, making it easier to address criminal activity proactively. All these programs have been implemented to improve the police department and the results have been tremendous. The previous police department was often the butt of jokes among the citizenry, now the officers are respected members of the community.

P. Infrastructure and Resource Management

Due to the number of homes with pets, the city has many stray animals that are being taken to the Waco Animal Shelter. The cost of sheltering strays at the Waco Animal Shelter rose to an exorbitant amount, resulting in the staff reevaluating the sheltering contract. An onsite holding facility was put into use with increased emphasis on microchipping and rehoming the animals, which has resulted in decreased sheltering costs. Sheltering costs will increase in FY 2025 as costs are dependent upon the number of animals taken to the shelter in the preceding year. There were several animal hoarding cases that resulted in numerous animals being taken to the shelter as they overwhelmed the capacity of our facility.



Sheltering Costs



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. Staff has instead undertaken a long-term approach by developing a vehicle replacement program. Therefore, patrol vehicles are included in the budget to ensure that our officers can patrol and protect the streets in safe, reliable vehicles.

In summary, the City of Bellmead has made substantial progress in reducing its crime rates. The significant decline in overall crime, violent crime, and property crime rankings demonstrates that the city's comprehensive approach is working. By addressing economic, social, and policing factors, Bellmead is becoming a safer community for its residents. The ongoing efforts and

commitment to improvement are evident in the city's improved crime rankings and the positive changes taking place within the community.

6. Essential Services

Educational Services:

La Vega Independent School District (LVISD), serving Bellmead and neighboring communities, is the third largest public school district in McLennan County. In May 2024, voters approved a \$92.9 million bond to modernize school facilities including:

- \$76.5 million for school expansions and improvements
- \$4.5 million for stadium enhancements
- \$11.9 million for a covered all-weather field at the high school.

Deferred Maintenance Challenges:

Bellmead has delayed maintenance and capital item replacements due to budget constraints, resulting in increased long-term costs and potential service disruptions. This deferment impacts public health, safety, and quality of life, highlighting the need for strategic investment in city assets.

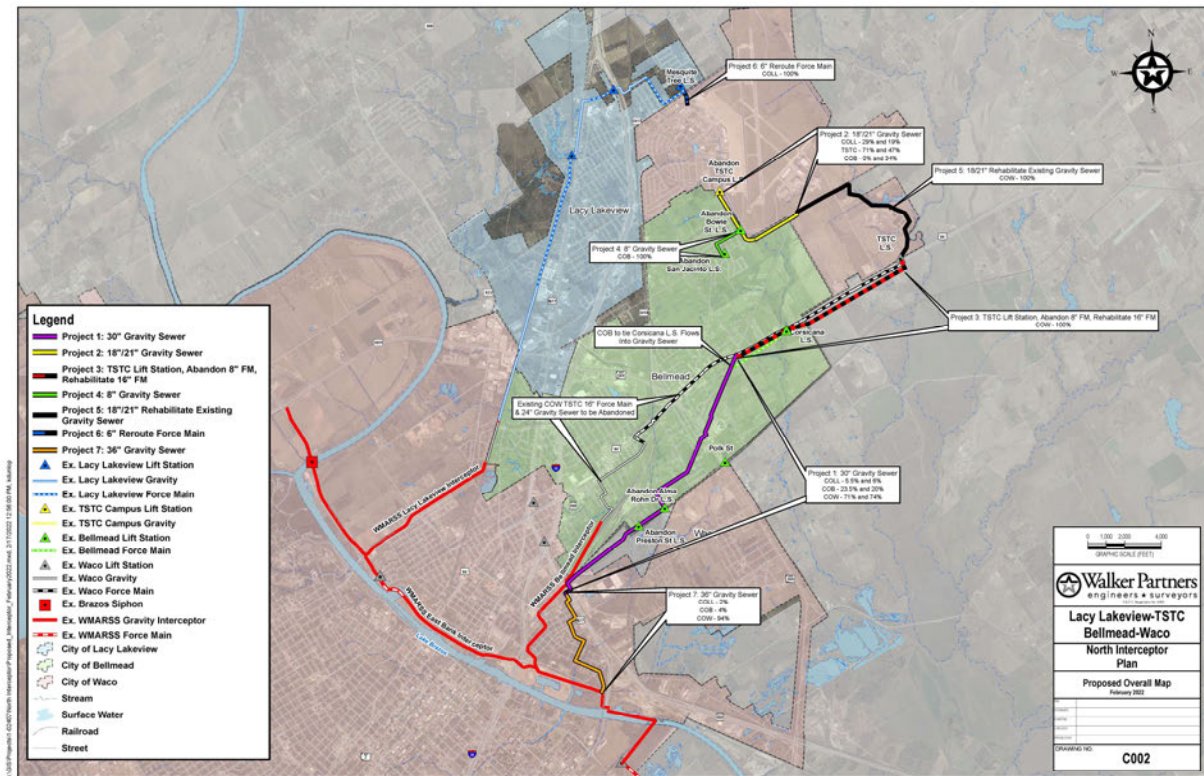
Public Safety Infrastructure Needs:

The Fire Department requires remodeling, and the Police Department needs expansion to support staffing and operational demands. The Public Works building is substandard and needs replacement. The city has allocated \$1 million for a new public works building at Dugger Field.

Sewer Interceptor Project:

Bellmead has partnered with Waco, Lacy Lakeview and Texas State Technical College to construct a sewer interceptor project. This \$34 million project will enhance local infrastructure, support economic growth, and facilitate future commercial development.

The project will feature 30-inch lines, becoming part of the Regional Sewer System. The Katy Lane Waterline replacement, costing \$1.1 million, is coordinated with this project for efficiency.



Street Sign Replacement Program:

In FY 2023 the city began a street sign replacement program to coincide with the pavement management program. This program systematically replaces all street

signs within Bellmead with standardized signs. An additional \$20,000 has been allocated in this budget to continue the program in FY 2025.

American Rescue Plan Funds:

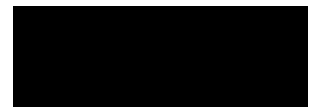
The city was awarded \$2.6 million American Rescue Plan funds which are being utilized to make major water and sewer infrastructure upgrades. In the summer of 2022, the city had three of its five wells down due to electrical and pump issues. The city is working with [KPA Engineers](#) and [GrantWorks](#) on multiple projects to include lift station improvements, water well rehabilitation, the rehabilitation of the 400,000 gallon storage tank at the Research well site, and manhole upgrades.

On behalf of the entire City of Bellmead management team and employees, I am honored to present you with the FY 2025 proposed budget. We will continue to diligently manage the resources entrusted to us, prioritizing the needs of the citizens and the long-term prosperity of the City. 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,



Yousry Zakhary
City Manager



Karen Evans, CPA
Assistant City Manager/CFO

City of Bellmead, Texas

Strategic Plan

Mission Statement:

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

Core Values:

- Integrity
- Outstanding Customer Service
- Fiscal Responsibility
- Our Employees

Policy Statements:

Policy A: High Performing Government

Objective: Ensure effective, efficient, and equitable delivery of superior services.

Action Items:

1. Conduct annual strategic planning updates.
2. Provide continuous training to council members and staff.
3. Maximize City, County, State and National resources, to include grants and federal funds.
4. Develop effective means for handling critical issues and citizen concerns.
5. Foster communication and cooperation among elected officials, staff, and the community.
6. Promote city assets through diverse communication formats.
7. Practice open government with community involvement and accessibility.
8. Implement energy conservation practices and encourage citizens engagement.
9. Apply new technologies to improve services and reduce costs.
10. Enhance customer satisfaction through innovation initiatives.
11. Promote community engagement with through social media, user-friendly website, and other communication forms.
12. Retain and grow a skilled workforce through training, performance management, accountability, and succession planning.
13. Provide high-level safety programs for employees.
14. Support transparent and inclusive government.
15. Create initiatives to attract qualified applicants.
16. Streamline development and building code processes.

Measurement: Annual satisfaction surveys, performance reviews, grant acquisition metrics, and technology integration metrics.

Timeline: Ongoing, with annual reviews and updates.



Policy B: Financial Responsibility

Objective: Maintain fiscal stability and transparency.

Action Items:

1. Practice sound fiscal management principles and run financially efficient operations.
2. Align budgets with the strategic plan.
3. Promote fiscal stability by gaining efficiencies, mitigating costs, identifying new revenue opportunities, and exploring financial partnerships.
4. Evaluate service costs and recommend appropriate fee structures.
5. Educate the council, boards, staff, and the public financial matters to ensure transparency.
6. Develop a long-term funding plan for infrastructure maintenance and capital needs.
7. Ensure financial strength through long term budgeting, responsible spending, and accurate forecasting.
8. Support state legislation to protect and diversify city funding sources.
9. Implement strategic use of debt.

Measurement: Quarterly financial reports, annual budget performance reviews, and public feedback.

Timeline: Ongoing, with specific milestones every quarter and year.

Policy C: Quality of Life

Objective: Enhance community living through cultural and recreational opportunities

Action Items:

1. Measure and review the impact of government actions on quality of life.
2. Create an atmosphere that attracts and retains citizens, resulting in a healthy and vibrant community.
3. Promote a healthy and vibrant community.
4. Maintain and enforce building codes to beautify public and private property.
5. Provide adequate leisure services to address diverse community needs.
6. Encourage commercial and retail development to make Bellmead a desirable place to live, work, and visit.
7. Develop Bellmead as a destination for arts, entertainment, sports, and outdoor activities.
8. Plan, design, implement, and maintain improvements to cultural, historical, and recreational facilities and programs.
9. Support educational partnerships.

Measurement: Community feedback surveys, participation rates in recreational programs, and educational collaboration metrics.

Timeline: Continuous, with major assessments biannually.



Policy D: Economic Development

Objective: Promote diverse development and balanced economic growth.

Action Items:

1. Implement a long-term economic development strategy.
2. Work with local and regional entities to maximize retail and commercial economic development.
3. Develop financial resources to facilitate new business investment.
4. Improve and maintain a skilled labor force, emphasizing young talent.
5. Partner with educational institutions to enhance training and employment opportunities.
6. Plan for infrastructure to meet future economic development needs.
7. Encourage development along I-35 and Loop 340 corridors.
8. Cultivate an environment attractive to employers and residential development.
9. Stimulate downtown revitalization.
10. Promote tourism to enhance economic sustainability.
11. Educate city departments about their role in economic development.
12. Develop policies to encourage tax base diversity.
13. Remove dilapidated structures citywide.

Measurement: Economic growth indicators, business retention rates, and downtown revitalization metrics.

Timeline: Immediate implementation with quarterly progress reviews.

Policy E: Safe Community

Objective: Ensure the safety and security of all residents.

Action Items:

1. Review staffing, equipment, training, and facilities annually to address deficiencies.
2. Evaluate new public safety technologies.
3. Develop and implement public safety initiatives for outreach and prevention.
4. Conduct regular threat assessments to measure disaster preparedness.
5. Enhance traffic safety through education and enforcement.
6. Positively impact crime trends and promote community safety.
7. Involve the community in public education initiatives to build relationships.
8. Promote fire prevention initiatives.
9. Enforce current building and city codes effectively.

Measurement: Crime rates, response times, and community safety perception surveys.

Timeline: Annual assessments with quarterly updates.



Policy F: Essential Services

Objective: Provide reliable and adaptable infrastructure and services.

Action items:

1. Maintain, implement, and regularly update master plans, including technology, utilities, land use, economic development, thoroughfares, parks, storm drainage, and finance.
2. Partner with agencies and service providers to enhance service delivery and ensure cost-effectiveness.
3. Prioritize infrastructure maintenance alongside new construction.
4. Continue strategic investment in city facilities, equipment, technology, and workforce.
5. Plan, design, implement, and maintain projects to improve traffic flow.
6. Utilize multiyear planning for infrastructure replacements and upgrades.
7. Develop long-term transportation and parking plans.
8. Support the development of city and non-city utilities to offer high quality services.
9. Provide reliable water supply and delivery infrastructure.
10. Ensure cost-effective wastewater infrastructure and service.
11. Provide adequate waste collection services.
12. Provide storm drainage infrastructure
13. Maintain city streets and plan for future growth.
14. Consider emerging technologies for infrastructure construction.
15. Create, maintain, and follow a comprehensive land use plan.
16. Implement thoroughfare planning and traffic management.
17. Consider changing demographics in future planning.

Measurement: Service reliability metrics, infrastructure condition assessments, and master plan updates.

Timeline: Ongoing, with major reviews every five years.

ACTION PLAN

Policy A	High Performing Government
Objective	Ensure effective, efficient, and equitable delivery of superior services.
Action Item 6	Promote City assets through diverse communication formats.
Project Manager	Karen Evans, Assistant City Manager
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

- **Aerial Videos:** Created new aerial videos of current commercial properties for sale and listed them on the Prospector Site.
- **Marketing Agency:** Contracted a third-party marketing agency for video work and rebranding the city.
- **Video Release:** Released the first video on 11/10/21.
- **Social Media Promotion:** Actively promoting new businesses in Bellmead on social media platforms.
- **Directional Signage:** Installed new directional signage along Bellmead Dr and Loop 340 to highlight key areas of Bellmead.
- **Website Redesign:** Redesigned the [city website](#), incorporated the [BEDC website](#), and trained users on updating the site in FY 2023.
- **Property Marketing:** Ensuring all properties for sale are actively marketed.

Barriers to Achievement

- **Stereotypes:** Overcoming previous negative stereotypes about Bellmead.
- **Media Engagement:** Encouraging news stations to cover positive stories about Bellmead.
- **Real Estate Marketing:** Convincing real estate agents to market properties as "Bellmead" rather than "Waco."

Strategies to Overcome Barriers

- **Rebranding:** Continue efforts to rebrand Bellmead and showcase its positive attributes.
- **Positive Messaging:** Persistently promote positive stories and the real narrative of Bellmead.
- **Community Engagement:** Foster community buy-in, as local support accelerates the mission.

ACTION PLAN

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Continue updating City and BEDC websites, keeping them current for residents and potential business contacts	NA	NA	Continuously
Rebrand City through a comprehensive marketing campaign including videos, billboards, website, and social media	TBD	GF, HM, & BEDC	Continuously
Promote new businesses on social media	NA	NA	Continuously
Submit positive news stories and press releases to the media to highlight Bellmead's progress	NA	NA	Continuously

Expected Outcomes

- Increased visibility of Bellmead's assets and opportunities.
- Improved public perception and brand image.
- Enhanced engagement with residents, businesses, and potential investors.
- Strengthened community support and pride.

By strategically promoting the city's assets and continuously updating communication platforms, Bellmead aims to foster a high-performing government that effectively serves its community while encouraging growth and development.

ACTION PLAN

Policy A	High Performing Government
Objective	Ensure effective, efficient, and equitable delivery of superior services.
Action Item 11	Promote community engagement through social media, user-friendly website, and other communication forms.
Project Manager	Karen Evans, Assistant City Manager
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

- **Social Media Presence:** Created new social media accounts with the unified handle @CityofBellmead on [Facebook](#), [Instagram](#), [LinkedIn](#), [Twitter](#), and [YouTube](#).
- **Staff Spotlights:** Launched "Staff Spotlights" to help citizens get to know city employees.
- **Council Candidate Forum:** Initiated a "Council Candidate Forum" to introduce citizens to their council members.
- **Annual Events:** Assisted with the Annual Bellmead Family Dog Day and hosted the first Annual Bellmead Burgers and Brews Festival.
- **Community Engagement:** Enhanced community engagement through various events and activities.
- **Directional Signage:** Installed new directional signage along Bellmead Dr and Loop 340 to highlight key areas.
- **Website Redesign:** Redesigned the [city website](#), incorporating the [BEDC website](#), and trained users on updating the site in FY 2023.
- **Property Marketing:** Actively marketed all properties for sale to attract potential buyers and investors.
- **Livestreaming Project:** Initiated a project to livestream council and boards/commission meetings, projected to be completed by the end of FY 2024.
- **News Flashes:** Actively pushing out news flashes to educate citizens about city services, alert them about changes in codes and enforcement, and keep them informed via the city website and social media.

Barriers to Achievement

- **Overcoming Stereotypes:** Changing previous negative stereotypes about Bellmead.
- **Media Engagement:** Encouraging news stations to cover positive stories about Bellmead.
- **Citizen Participation:** Motivating citizens to get involved and attend events.
- **Resource Constraints:** Limited resources for comprehensive community engagement and promotion.

Strategies to Overcome Barriers

- **Rebranding Efforts:** Continue rebranding Bellmead to showcase its positive attributes and growth.
- **Positive Messaging:** Persistently promote positive stories and the real narrative of Bellmead.

ACTION PLAN

- **Community Outreach:** Increase community outreach efforts to foster engagement and support.
- **Enhanced Communication:** Utilize diverse communication formats to reach a broader audience.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Continue updating City and BEDC websites, keeping them current for residents and potential business contacts	NA	NA	Continuously
Develop listing of all City and BEDC properties for sale and market accordingly	NA	NA	Continuously
Rebrand City through a comprehensive marketing campaign including videos, billboards, website, and social media	TBD	GF, HM, & BEDC	Continuously
Promote new businesses on social media	NA	NA	Continuously
Submit positive news stories and press releases to local and regional media	NA	NA	Continuously
Implement and maintain livestreaming of council and board/commission meetings	\$44,236	PEG	By end of FY 2024
Push out news flashes to educate citizens about city services, code changes, and code enforcement updates via the city website and social media	NA	NA	Continuously

Expected Outcomes

- Increased visibility of Bellmead's assets and opportunities.
- Improved public perception and brand image.
- Enhanced engagement with residents, businesses, and potential investors.
- Strengthened community support and pride.
- Greater media coverage of positive stories and developments in Bellmead.
- Increased transparency and community participation through livestreamed meetings.
- Better informed citizens regarding city services, code changes, and enforcement updates.

By strategically promoting the city's assets and continuously updating communication platforms, Bellmead aims to foster a high-performing government that effectively serves its community while encouraging growth and development.

ACTION PLAN

Policy A	High Performing Government
Objective	Ensure effective, efficient, and equitable delivery of superior services.
Action Item 12	Retain and grow a skilled workforce through training, performance management, accountability, and succession planning.
Project Manager	Karen Evans, Assistant City Manager/CFO
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

FY 2019

- **Technology Investments:** Upgraded technology to enhance job satisfaction and morale.
 - Replaced all Windows 7 computer systems.
 - Replaced broken/unusable equipment.
- **Increased Job Training:** Enhanced training programs for staff development.

FY 2020

- **Compensation Adjustments:**
 - 2.7% cost of living adjustment.
 - Increased base pay for the lowest tier positions to align closer to market rates.
 - Updated the 2006 pay scale and job descriptions.
- **Training Portal:** Made TML training portal available to all employees.

FY 2021

- **Compensation Enhancements:**
 - Increased salaries for public safety employees to market levels.
 - Adjusted mid-tier positions closer to market rates.
 - Implemented a merit plan to reward performance excellence.
 - Introduced a hiring incentive for experienced police officers.
 - Updated pay scale and personnel policies.
- **Equipment Upgrades:** Replaced vehicles and equipment.
- **Employee Training:** Increased training programs and implemented a sponsorship program for cadets in the law enforcement academy.

FY 2022

- **Compensation Adjustments:**
 - 1.5% cost of living adjustment.
 - Further increased salaries for public safety and upper-tier positions.
 - Updated pay scale.
- **Equipment Upgrades:** Continued replacement of vehicles and equipment.

FY 2023

ACTION PLAN

- **Compensation Adjustments:**
 - 3% cost of living adjustment (CPI at 9% indicating further adjustments needed).
 - Increased salaries for public safety and lower-tier positions to market levels.
- **Equipment Upgrades:** Continued replacement of vehicles and equipment.
- **Training Programs:** Hosted numerous customer service and safety training courses.

FY 2024

- **Compensation Adjustments:**
 - 7.5% cost of living adjustment.
 - Increased salaries for public works employees to market levels.
- **Equipment Upgrades:** Continued replacement of vehicles and equipment.
- **Livestreaming Project:** Initiated the project to livestream council and boards/commission meetings, projected to be completed by the end of FY 2024.

FY 2025

- **Compensation Adjustments:**
 - 5.3% cost of living adjustment.
 - Targeted salary increases for hard-to-fill positions.
- **Equipment Upgrades:** Continued replacement of vehicles and equipment.

Barriers to Achievement

- **Diverse Needs:** The variety of personnel and city services creates challenges in crafting a unified response to the goal.
- **Training Coordination:** Specific departmental training needs require careful coordination.
- **Customer Service:** Dealing with difficult, irate customers.
- **Staffing Constraints:** Limited staffing causes coverage problems when staff attends training, takes vacation, or is out on federal medical leave.
- **Compensation Expectations:** Public safety pay expectations continue to rise due to competition.
- **Cultural and Political Pressures:** Internal culture and external political pressures.

Strategies to Overcome Barriers

- **Customer Service Expectations:** Secure Council identification of customer service expectations.
- **Customer Service Training:** Provide training, including strategies to handle difficult customers.
- **Ongoing Job Training:** Ensure all staff receive ongoing training to provide knowledgeable and excellent service.
- **Compensation Review:** Conduct regular compensation reviews to retain and attract superior employees.

ACTION PLAN

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Circulate Council survey on expectations	NA	NA	Annually
Conduct customer service training for management, supervisors, and employees	TBD	GF, WS, SM	Ongoing
Conduct essential interviewing skills training for supervisors	TBD	GF, WS, SM	Ongoing
Develop and implement a customer service code	NA	NA	TBD
Conduct regular department meetings for brainstorming, prioritizing and team-building	NA	NA	Regularly
Utilize on-line training opportunities	NA	NA	Regularly
Continue yearly Cost of Living adjustments	\$361,685	GF, WS, SM, BEDC	FY 2025
Continue Merit Increases	\$228,000	GF, WS, SM, BEDC	FY 2025
Conduct compensation review to retain/attract superior employees	\$50-75,000	GF & WS	FY 2026
Implement and maintain livestreaming of council and board/commission meetings	\$44,236	PEG	FY 2024
Push out news flashes to educate citizens about city services, code changes, and enforcement updates via the city website and social media	NA	NA	Continuously

Expected Outcomes

- **Improved Compensation:** Regular adjustments and reviews ensure competitive pay.
- **Enhanced Skills:** Continuous training enhances employee capabilities and service quality.
- **Increased Engagement:** Livestreamed meetings and news flashes improve transparency and community engagement.
- **Customer Service Excellence:** Established expectations and training result in superior service delivery.
- **Strategic Hiring:** Effective recruitment and retention strategies attract skilled workers.

By strategically addressing workforce development, Bellmead aims to foster a high-performing government that effectively serves its community while encouraging growth and development.

ACTION PLAN

Policy B	Financial Responsibility
Objective	Maintain fiscal stability and transparency.
Action Item 6	Develop a long-term funding plan for infrastructure maintenance and capital needs.
Project Manager	Karen Evans, Assistant City Manager/CFO
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

Prior to FY 2021

- **Funding Projections:** Began projecting funding expectations for the next 10 years to ensure long-term financial planning and stability.
- **Capital Needs Assessment:** Ongoing capture and documentation of capital needs as they are discovered to ensure all infrastructure requirements are identified and addressed.

FY 2021

- **Vehicle and Equipment Replacement Schedule:** Developed a comprehensive vehicle/rolling stock replacement schedule, which is continuously updated to ensure optimal fleet management and operational efficiency.

FY 2023

- **Comprehensive Plan Development:** Leveraged a Texas Department of Agriculture (TDA) planning grant to develop a comprehensive plan, adopted by City Council in January 2023. This plan includes:
 - Community Goals & Objectives
 - Storm Drainage System Study
 - Thoroughfares Study
 - Central Business District Plan
 - Recreation and Open Space Study
 - Identification of Potential Funding Sources
 - Subdivision Ordinance

Barriers to Achievement

- **Staffing Capacity:** Limited staff resources to manage and implement long-term planning initiatives.
- **Master Plans:** The funding plan is dependent on the completion of essential master plans.
- **Understanding of Funding Needs:** A lack of understanding among Council, Boards, and Citizens regarding funding needs and statutory requirements.
- **Immediate Gratification vs. Future Planning:** A prevalent desire for immediate results rather than long-term planning.

ACTION PLAN

- **Senate Bill 2:** Tax rate caps imposed by Senate Bill 2, limiting the ability to raise necessary funds.

Strategies to Overcome Barriers

- **Elected Official Training:** Provide training for elected officials to enhance their understanding of financial planning and statutory requirements (SP.A.2).
- **Master Planning:** Develop and integrate master plans to provide a clear roadmap for future development and funding needs (SP.F.1).
- **Consultant Engagement:** Engage consultants to assist in the development and execution of comprehensive plans.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Assist in the development of integrated master plans	NA	NA	FY 2026
Update water/sewer rate schedules	NA	NA	Annually
Water/Sewer rate schedule updates	\$25-30,000	WS	Every 5 years
Develop long-term funding plan	TBD	TBD	TBD
Project funding expectations for the next 10 years	NA	NA	Continuously
Capture and document capital needs as they are discovered	NA	NA	Continuously
Maintain and update the fleet replacement schedule	NA	NA	Continuously

Expected Outcomes

- **Enhanced Financial Stability:** A comprehensive funding plan will ensure the city's financial stability and ability to maintain and improve infrastructure.
- **Improved Planning and Execution:** Integrated master plans and needs assessments will provide a clear roadmap for future development and investment.
- **Transparent and Informed Decision-making:** Enhanced understanding of funding needs and statutory requirements among elected officials and citizens will lead to more informed and transparent decision-making.
- **Sustainable Growth:** Regular updates to the water and sewer rate schedule will ensure that the city's infrastructure can support sustainable growth and development.

By developing a strategic and comprehensive long-term funding plan, Bellmead aims to maintain fiscal stability and transparency while effectively managing its infrastructure and capital needs. This proactive approach ensures that the city can meet future challenges and opportunities, supporting continued community development and financial responsibility.

ACTION PLAN

Policy D	Economic Development
Objective	Promote diverse development and balanced economic growth.
Action Item 1	Implement a long-term economic development strategy.
Project Manager	Fred Morris, Director of Community Development
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

FY 2023

- **Comprehensive Plan Development:** Leveraged a Texas Department of Agriculture (TDA) planning grant to develop a comprehensive plan, adopted by City Council in January 2023. This plan includes:
 - Community Goals & Objectives
 - Storm Drainage System Study
 - Thoroughfares Study
 - Central Business District Plan
 - Recreation and Open Space Study
 - Identification of Potential Funding Sources
 - Subdivision Ordinance

FY 2024

- **Zoning Ordinance Proposal:** Proposed a citywide change to the zoning ordinance to remove stair-step zoning provisions. Although the change was tabled, it highlighted the need for updated zoning practices.
- **Safe Streets for All Grant:** Submitted a grant application to enhance Bellmead Drive and create a boulevard. This project aims to improve safety and promote development along this key economic corridor.
- **Livestreaming Project:** Initiated a project to livestream council and board/commission meetings to increase transparency and citizen engagement, projected to be completed by the end of FY 2024.
- **News Flashes:** Actively pushing out news flashes to educate citizens about city services, changes in codes, and enforcement updates via the city website and social media.
- **Property Listing and Marketing:** Developed and marketed a comprehensive listing of all City and BEDC properties for sale to attract potential buyers and investors.

Barriers to Achievement

- **Lack of Master Plan:** Absence of a comprehensive master plan to guide development.
- **Limited Funds:** Insufficient funds for infrastructure expenditure through the Bellmead Economic Development Corporation (BEDC).
- **Uncertain Priorities:** Uncertainty about priority need areas for development.
- **Water CCN Boundaries:** Challenges with water Certificate of Convenience and Necessity (CCN) boundaries impacting development.

ACTION PLAN

- **Grant Reliance:** Federal and state grant funding is not a sustainable funding source and should not be relied upon for long-term solutions.
- **Staffing Constraints:** Difficulty in finding and retaining qualified staff in the planning department, compounded by:
 - Small city limitations
 - Limited growth potential
 - Compensation concerns

Strategies to Overcome Barriers

- **Generate Funds:** Sale of BEDC properties to generate funds for economic development.
- **Increase Revenue:** Leveraging increasing sales tax revenue.
- **Identify Development Areas:** Evaluating "next" likely development areas such as Loop 360, Bellmead Drive, and US 84.
- **Market Study:** Conducting market studies to identify needed properties.
- **External Funding:** Leveraging outside funding sources to support development.
- **Community Engagement:** Addressing citizen resistance to change and building trust in government initiatives.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Adopt subdivision ordinance	NA	NA	FY 2026
Update zoning ordinance	NA	NA	FY 2026
Promote façade grants	\$100,000	BEDC	Annually
Continue updating City and BEDC websites to keep current for residents and potential business contacts	NA	NA	Continuously
Maintain and enhance the listing of all City and BEDC properties for sale and market them accordingly	TBD	GF & BEDC	Continuously
Rebrand City through video marketing campaign, billboards, website, and social media	TBD	GF, HM, & BEDC	Continuously
Evaluate next likely development areas	NA	NA	Continuously
Develop and implement a market study of needed property	TBD	BEDC	FY 2025
Implement livestreaming of council and board/commission meetings	\$44,236	PEG	FY 2024
Push out news flashes to educate citizens about city services and alert them to changes in codes and enforcement	NA	NA	Continuously



ACTION PLAN

Expected Outcomes

- **Diverse Development:** Promote a balanced and diverse development landscape.
- **Economic Growth:** Foster sustained economic growth through strategic planning and investments.
- **Improved Infrastructure:** Enhance infrastructure to support development and attract new businesses.
- **Increased Revenue:** Generate additional revenue through property sales and increased sales tax.
- **Community Trust:** Build trust and engagement with the community by addressing their concerns and promoting transparent development processes.

By implementing a long-term economic development strategy, Bellmead aims to achieve balanced growth, improve infrastructure, and enhance the overall economic landscape of the city. This strategic approach ensures that Bellmead can meet future challenges and opportunities, supporting continued community development and economic prosperity.

ACTION PLAN

Policy D	Economic Development
Objective	Promote diverse development and balanced economic growth.
Action Item 6	Plan for infrastructure to meet future economic development needs.
Project Manager	Fred Morris, Director of Community Development
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

FY 2024

- **Sewer Line Project:** Completed a sewer line project totaling \$420,000 with a community development block grant.
- **Research Ground Storage Tank Rehabilitation:** Completed rehabilitation of the Research Ground Storage Tank with American Rescue Plan Act funding totaling \$180,000.
- **Property Listing and Marketing:** Developed and marketed a comprehensive listing of all City and BEDC properties for sale to attract potential buyers and investors.
- **Zoning Ordinance Proposal:** Proposed a citywide change to the zoning ordinance to remove stair-step zoning provisions. Although the change was tabled, it highlighted the need for updated zoning practices.
- **Safe Streets for All Grant:** Submitted a grant application to enhance Bellmead Drive and create a boulevard. This project aims to improve safety and promote development along this key economic corridor.
- **Livestreaming Project:** Initiated a project to livestream council and board/commission meetings to increase transparency and citizen engagement, projected to be completed by the end of FY 2024.
- **News Flashes:** Actively pushing out news flashes to educate citizens about city services, changes in codes, and enforcement updates via the city website and social media.

Barriers to Achievement

- **Limited Funds:** Insufficient funds for infrastructure expenditure through the Bellmead Economic Development Corporation (BEDC).
- **Uncertain Priorities:** Uncertainty about priority need areas for development.
- **BEDC Business Park Service:** Challenges in servicing the BEDC Business Park.
- **Water CCN Boundaries:** Issues with water Certificate of Convenience and Necessity (CCN) boundaries impacting development.
- **Sewer Capacity:** Limited sewer capacity to support new development.

Strategies to Overcome Barriers

- **Generate Funds:** Sale of BEDC properties to generate funds for economic development.
- **Increase Revenue:** Leveraging increasing sales tax revenue.
- **Identify Development Areas:** Evaluating "next" likely development areas such as Loop 360, Bellmead Drive, US 84, and Hwy 77.
- **Market Study:** Conducting market studies to identify needed properties.

ACTION PLAN

- **External Funding:** Leveraging outside funding sources to support development.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
North Sewer Interceptor Project	\$9,981,136	Bonds, BEDC	FY 2024 - FY 2029
Concord Well VFD	\$297,968	WS	Not Determined
Lift Station Improvements Project	\$1,940,792	ARPA	FY 2024-FY 2025
Highway 84 Lift Station Force Main Replacement	\$1,192,262	BEDC, WS	FY 2025 – FY 2026
Katy Lane Street Reclamation	\$1,500,000	City	FY 2025 – FY 2026
Katy Lane Water Line	\$1,240,181	BEDC/WS	FY 2025 – FY 2026
Identify needed properties	TBD	BEDC/City	FY 2025
Select priority area(s) and begin planning	TBD	BEDC/City	FY 2025
Invest in next area(s)	TBD	BEDC/City	Future

Expected Outcomes

- **Diverse Development:** Promote a balanced and diverse development landscape.
- **Economic Growth:** Foster sustained economic growth through strategic planning and investments.
- **Improved Infrastructure:** Enhance infrastructure to support development and attract new businesses.
- **Increased Revenue:** Generate additional revenue through property sales and increased sales tax.
- **Community Trust:** Build trust and engagement with the community by addressing their concerns and promoting transparent development processes.

By implementing a comprehensive infrastructure plan to meet future economic development needs, Bellmead aims to achieve balanced growth, improve infrastructure, and enhance the overall economic landscape of the city. This strategic approach ensures that Bellmead can meet future challenges and opportunities, supporting continued community development and economic prosperity.

ACTION PLAN

Policy D	Economic Development
Objective	Promote diverse development and balanced economic growth.
Action Item 8	Cultivate an environment attractive to employers and residential development.
Project Manager	Fred Morris, Director of Community Development
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

- **Sewer Line Project:** Completed a sewer line project totaling \$420,000 with a community development block grant.
- **Research Ground Storage Tank Rehabilitation:** Completed rehabilitation of the Research Ground Storage Tank with American Rescue Plan Act funding totaling \$180,000.
- **Safe Streets for All Grant:** Submitted a grant application to enhance Bellmead Drive and create a boulevard to improve safety and promote development.
- **Zoning Ordinance Proposal:** Proposed a citywide change to the zoning ordinance to remove stair-step zoning provisions, highlighting the need for updated zoning practices.
- **Livestreaming Project:** Initiated a project to livestream council and board/commission meetings to increase transparency and citizen engagement, projected to be completed by the end of FY 2024.
- **News Flashes:** Actively pushing out news flashes to educate citizens about city services, changes in codes, and enforcement updates via the city website and social media.
- **Property Listing and Marketing:** Developed and marketed a comprehensive listing of all City and BEDC properties for sale to attract potential buyers and investors.
- **North Sewer Interceptor Project:** Initiated a \$9,981,136 project to support future development.

Barriers to Achievement

- **Limited Funds:** Insufficient funds for infrastructure expenditure through the Bellmead Economic Development Corporation (BEDC).
- **Uncertain Priorities:** Uncertainty about priority need areas for development.
- **Infrastructure Deficiencies:** Lack of adequate infrastructure to support new development.
- **Public/Private Participation:** Absence of an ordinance that adequately identifies parameters for public/private participation in development projects.
- **Long-range Planning:** Lack of a comprehensive long-range infrastructure plan.
- **Budget Constraints:** Existing budgets limit the ability to participate in many projects.

Strategies to Overcome Barriers

- **Generate Funds:** Sale of BEDC properties to generate funds for economic development.
- **Increase Revenue:** Leveraging increasing sales tax revenue.
- **Identify Development Areas:** Evaluating "next" likely development areas such as Loop 340, Bellmead Drive, US 84, and Hwy 77.

ACTION PLAN

- **Market Study:** Conducting market studies to identify needed properties.
- **External Funding:** Leveraging outside funding sources to support development.
- **Public/Private Participation:** Setting parameters for public/private participation in private development projects.
- **Long-range Planning:** Preparing a comprehensive long-range infrastructure plan.
- **Multi-year Budget:** Developing a multi-year budget for public/private participation in development projects.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Prepare a comprehensive long range infrastructure plan and update annually	Nominal	WS	Annually
Develop cost estimates for infrastructure projects	Nominal	WS	Annually
Develop budgets (dollars and schedules) for infrastructure projects	Nominal	WS	Annually
Design formula for participation in private projects, including parameters, timing, and instructions for use	Nominal	WS	Annually
Conduct market studies to identify needed properties	TBD	BEDC, City	FY 2026
Select priority development areas and begin planning	TBD	BEDC, City	FY 2025
Invest in identified development areas	TBD	BEDC, City	Future
Improve public amenities and infrastructure to attract development	TBD	BEDC, WS, City	Continuously

Expected Outcomes

- **Diverse Development:** Promote a balanced and diverse development landscape.
- **Economic Growth:** Foster sustained economic growth through strategic planning and investments.
- **Improved Infrastructure:** Enhance infrastructure to support development and attract new businesses and residents.
- **Increased Revenue:** Generate additional revenue through property sales and increased sales tax.
- **Community Trust:** Build trust and engagement with the community by addressing their concerns and promoting transparent development processes.
- **Residential Development:** Attract new residential developments to support population growth and economic diversity.

By cultivating an environment attractive to employers and residential development, Bellmead aims to achieve balanced growth, improve infrastructure, and enhance the overall economic



ACTION PLAN

landscape of the city. This strategic approach ensures that Bellmead can meet future challenges and opportunities, supporting continued community development and economic prosperity.

ACTION PLAN

Policy D	Economic Development
Objective	Promote diverse development and balanced economic growth.
Action Item 9	Stimulate downtown revitalization.
Project Manager	Fred Morris, Director of Community Development
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

FY 2023

- **Community Engagement Initiatives:** Hosted several community events, including the Bellmead Family Dog Day and the Bellmead Burgers and Brews Festival, to increase foot traffic and engagement in the downtown area.
- **Property Listing and Marketing:** Developed and marketed a comprehensive listing of all City and BEDC properties for sale to attract potential buyers and investors.
- **Mural Project:** Commissioned and completed a mural in downtown Bellmead to welcome visitors and enhance the aesthetic appeal of the area.
- **Downtown Revitalization Project:** Completed a downtown revitalization project that included:
 - Installation of 13 streetlamps
 - Construction of 1,600 linear feet of concrete sidewalks
 - Addition of 19 ADA accessible curb ramps
 - Creation of 11 decorative concrete crosswalks
 - Total cost: \$575,000

FY 2024

- **News Flashes:** Actively pushing out news flashes to educate citizens about city services, changes in codes, and enforcement updates via the city website and social media.
- **Safe Streets for All (SS4A) Grant Application:** Submitted a grant application to enhance Bellmead Drive and create a boulevard, aiming to improve safety and promote development along this key economic corridor.

Barriers to Achievement

- **Limited Funds:** Insufficient funds for infrastructure expenditure through the Bellmead Economic Development Corporation (BEDC).
- **Uncertain Priorities:** Uncertainty about priority need areas for development.
- **Infrastructure Deficiencies:** Lack of adequate infrastructure to support further revitalization.

Strategies to Overcome Barriers

- **Generate Funds:** Sale of BEDC properties to generate funds for economic development.
- **Increase Revenue:** Leveraging increasing sales tax revenue.

ACTION PLAN

- **Identify Development Areas:** Evaluating "next" likely development areas such as Loop 360, Bellmead Drive, US 84, and Hwy 77.
- **Market Study:** Conducting market studies to identify needed properties.
- **External Funding:** Applying for additional federal funding and leveraging outside funding sources.
- **Public/Private Participation:** Setting parameters for public/private participation in private development projects.
- **Long-range Planning:** Preparing a comprehensive long-range infrastructure plan.
- **Multi-year Budget:** Developing a multi-year budget for public/private participation in development projects.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Obtain additional Downtown Revitalization Grants	NA	Federal Funding	FY 2026
Apply for Additional Federal Funding	NA	NA	FY 2024
Develop a comprehensive downtown revitalization plan	Nominal	BEDC, City	FY 2025
Conduct infrastructure assessments to identify needed improvements	TBD	BEDC, City, Grants	FY 2025
Collaborate with local businesses and community organizations for revitalization efforts	NA	NA	Continuously
Implement phased infrastructure improvements	TBD	BEDC, City, Grants	FY 2025
Enhance public spaces with amenities such as benches, greenery, and public art	TBD	BEDC, City, Grants	FY 2025
Promote downtown events and activities to attract visitors	NA	NA	Continuously

Expected Outcomes

- **Revitalized Downtown:** A vibrant and attractive downtown area that draws businesses, residents, and visitors.
- **Economic Growth:** Increased economic activity and investment in downtown Bellmead.
- **Improved Infrastructure:** Enhanced infrastructure that supports growth and development.
- **Community Engagement:** Stronger community ties and increased participation in downtown events and activities.
- **Aesthetic Improvements:** More visually appealing public spaces that enhance the quality of life for residents and visitors.

By stimulating downtown revitalization, Bellmead aims to create a vibrant and attractive downtown area that fosters economic growth, community engagement, and improved



ACTION PLAN

infrastructure. This strategic approach ensures that downtown Bellmead can become a central hub for business and social activities, supporting continued community development and economic prosperity.

ACTION PLAN

Policy E	Safe Community
Objective	Ensure the safety and security of all residents.
Action Item 1	Review staffing, equipment, training, and facilities annually to address deficiencies.
Project Manager	Police & Fire Chiefs
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

FY 2023

- **Public Safety Salaries:** Increased salaries for public safety personnel to be more competitive with the market.
- **Certification Review:** Conducted a comprehensive review of all Police, Fire, and Public Works certifications to ensure compliance with state and job-mandated minimum requirements.
 - Provided necessary training for employees to meet certification requirements.
 - Implemented a tracking system via Human Resources to manage all required certifications.
- **Crime Rate Reduction:** Bellmead has seen a noticeable decrease in crime rates over the past year, enhancing community safety and perception.
- **Community Engagement:** Increased community policing efforts, leading to stronger community relations and trust.

Barriers to Achievement

- **Limited Operating Budget:** Insufficient funds for capital expenditures.
- **Recruitment and Retention:** Challenges in remaining competitive with other entities for the recruitment and retention of personnel.
- **Technological Advances:** Keeping pace with rapidly changing technological advancements in public safety.
- **Perception of Crime:** Overcoming the perception of Bellmead as a high-crime environment.
- **Defund the Police Movement:** National movements affecting local public perception and support for law enforcement.

Strategies to Overcome Barriers

- **Research Trends:** Stay informed on public safety trends for potential local application.
- **Public Education:** Educate the public about public safety challenges and service calls.
- **Interagency Coordination:** Enhance coordination between public safety and public works, as well as with outside agencies.
- **Community Policing:** Engage the community through increased community policing efforts.
- **External Funding:** Leverage outside funding sources to supplement the operating budget.

ACTION PLAN

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Conduct space needs assessments of Police, Fire, and Public Works Departments	TBD	GF	FY 2026
Assess coordination among Police, Fire, Public Works Departments, and outside agencies	NA	GF	FY 2025
Review existing equipment in the Police and Fire Departments to determine capabilities and develop replacement and equipment enhancement plans	TBD	GF	FY 2025
Assess police and fire training records to ensure all state mandated minimum requirements are met and develop a plan to address training deficiencies	Nominal	GF	FY 2025
Increase community policing efforts and public safety education programs	Nominal	GF, Grants	Continuously
Develop a recruitment and retention plan to attract and retain qualified personnel	TBD	GF	FY 2025

Expected Outcomes

- **Improved Safety:** Enhanced safety and security for all residents through better-equipped and trained public safety personnel.
- **Community Trust:** Increased trust and cooperation between the community and public safety departments.
- **Reduced Crime Rates:** Continued reduction in crime rates, improving the overall perception of Bellmead.
- **Efficient Operations:** Improved coordination and efficiency among public safety and public works departments.
- **Attraction and Retention:** Successful attraction and retention of qualified public safety personnel, ensuring a stable and skilled workforce.

By focusing on these strategic actions, Bellmead aims to ensure the safety and security of all residents, enhance public trust, and maintain a high standard of public safety services.

ACTION PLAN

Policy E	Safe Community
Objective	Ensure the safety and security of all residents.
Action Item 2	Evaluate new public safety technologies.
Project Manager	Police/Fire Chiefs & Public Works Director
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

FY 2022-2024

- **Crime Rate Reduction:** Bellmead has successfully reduced crime rates through various initiatives, making the community safer and improving its public image.
- **Public Safety Salaries:** Increased salaries for public safety personnel to remain competitive with other entities and improve recruitment and retention.
- **Certification Compliance:** Ensured all Police, Fire, and Public Works personnel meet state and job-mandated certification requirements through a comprehensive review and training program.
- **Technology Upgrades:**
 - **Body-Worn Cameras:** Implemented body-worn cameras for all police officers to enhance accountability and transparency.
 - **Advanced Dispatch System:** Upgraded the dispatch system to improve response times and coordination among departments.
 - **Public Safety Software:** Adopted new software for managing public safety operations, including incident reporting and resource allocation.
- **Community Engagement:** Increased efforts in community policing, leading to stronger relationships between law enforcement and residents.

Barriers to Achievement

- **Multiple Departments:** Varying needs across departments can complicate the evaluation and implementation of new technologies.
- **Overwhelmed Smaller Departments:** Smaller departments may feel overwhelmed by the pace of technological advancements and the resources needed to adopt them.
- **Technological Advances:** The fast-paced environment of ever-changing technological advances can be challenging to keep up with.
- **Budgetary Constraints:** Limited budget for capital expenditures necessary for acquiring and maintaining new technologies.
- **Staffing Constraints:** Insufficient staffing levels can hinder the ability to train and implement new technologies effectively.
- **Defund the Police Movement:** National movements affecting local public perception and support for law enforcement.

Strategies to Overcome Barriers

- **Research Trends:** Continuously research and monitor trends in public safety technology to identify suitable applications for Bellmead.

ACTION PLAN

- **Comprehensive Needs Assessment:** Conduct thorough assessments to identify the specific technological needs of each department.
- **Resource Allocation:** Allocate resources strategically to meet the highest priority needs first.
- **Leverage External Funding:** Seek out and utilize external funding sources, such as grants and federal funding, to supplement the city's budget.
- **Public Education:** Educate the community about the benefits and necessity of new public safety technologies to garner support and understanding.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Comprehensive assessment of new or additional technology by department	NA	NA	FY 2025
Ranking of needs by priority	NA	NA	FY 2025
Implement new technologies based on priority ranking and budget priority	TBD	GF, Grants	FY 2026
Train staff on new technologies to ensure effective use and integration	TBD	GF, Grants	FY 2026
Review and update public safety technology plan annually	Nominal	GF	Annually

Expected Outcomes

- **Enhanced Public Safety:** Improved public safety through the adoption of advanced technologies and more efficient operations.
- **Community Trust:** Increased trust and transparency between the public safety departments and the community.
- **Operational Efficiency:** More efficient public safety operations through better resource management and quicker response times.
- **Reduced Crime Rates:** Continued reduction in crime rates due to improved surveillance and law enforcement capabilities.
- **Supportive Community:** Greater community support and understanding of the importance of public safety technologies.

By focusing on evaluating and implementing new public safety technologies, Bellmead aims to enhance the safety and security of all residents, improve operational efficiency, and foster stronger community relations.

ACTION PLAN

Policy E	Safe Community
Objective	Ensure the safety and security of all residents.
Action Item 3	Develop and implement public safety initiatives for outreach and prevention.
Project Manager	Police/Fire Chiefs
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

FY 2021

- **Community Policing Program:** Implemented a Community Policing Program to foster better relationships between law enforcement and the community.

FY 2023

- **Citizen's Police Academy:** Developed and implemented the Citizen's Police Academy to educate residents about police work and build community trust.
- **VAWA Detective Training:** The Violence Against Women Act (VAWA) detective provided training programs to the community to raise awareness and prevention strategies.

FY 2024

- **Second Annual Citizen's Police Academy:** Successfully held the second annual Citizen's Police Academy, continuing to engage and educate the community.

Barriers to Achievement

- **Multiple Departments:** Varying needs across departments can complicate the development and implementation of public safety initiatives.
- **Overwhelmed Smaller Departments:** Smaller departments may feel overwhelmed by the additional responsibilities of outreach and prevention programs.
- **Defund the Police Movement:** National movements affecting local public perception and support for law enforcement.
- **Budgetary Constraints:** Limited budget for new initiatives and outreach programs.
- **Staffing Constraints:** Insufficient staffing levels to support additional outreach and prevention activities.

Strategies to Overcome Barriers

- **Resource Allocation:** Allocate resources strategically to meet the highest priority needs first.
- **External Funding:** Seek out and utilize external funding sources, such as grants and federal funding, to supplement the city's budget.

ACTION PLAN

- **Community Engagement:** Increase efforts to engage the community and build trust through transparency and education.
- **Partnerships:** Develop partnerships with local organizations and other governmental agencies to support public safety initiatives.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Continue Community Policing	Minimal	GF	Annually
Continue Citizen's Police Academy	Minimal	GF	Annually
Develop and implement a Fire Department Community Risk Assessment Program	TBD	GF	FY 2025
Expand outreach programs to include neighborhood watch and safety workshops	Minimal	GF, Grants	FY 2025
Increase public awareness campaigns on crime prevention and safety	Minimal	GF, Grants	Continuously
Implement youth engagement programs to foster positive relationships with law enforcement	TBD	GF, Grants	FY 2025

Expected Outcomes

- **Enhanced Public Safety:** Improved safety and security for all residents through proactive outreach and prevention initiatives.
- **Community Trust:** Increased trust and cooperation between the community and public safety departments.
- **Crime Prevention:** Reduced crime rates through effective public awareness campaigns and community involvement.
- **Youth Engagement:** Positive relationships between youth and law enforcement, leading to long-term community safety and trust.
- **Efficient Operations:** More efficient public safety operations through better resource management and community support.

By focusing on developing and implementing public safety initiatives for outreach and prevention, Bellmead aims to ensure the safety and security of all residents, build community trust, and maintain a high standard of public safety services.

ACTION PLAN

Policy E	Safe Community
Objective	Ensure the safety and security of all residents.
Action Item 4	Conduct regular threat assessments to measure disaster preparedness.
Project Manager	Police/Fire Chiefs & Public Works Director
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

FY 2024

- **Citizen's Police Academy:** Held the second annual Citizen's Police Academy to educate and engage residents about police operations and safety protocols.
- **Active Shooter Drill:** Conducted a mock active shooter drill in collaboration with La Vega ISD Police Department to assess response capabilities and coordination.

Barriers to Achievement

- **Multiple Departments:** Varying needs across departments can complicate the planning and execution of threat assessments.
- **Overwhelmed Smaller Departments:** Smaller departments may feel overwhelmed by the additional responsibilities of conducting threat assessments and preparedness drills.
- **Technological Advances:** Keeping pace with rapidly changing technological advancements in disaster preparedness and response.
- **Defund the Police Movement:** National movements affecting local public perception and support for law enforcement.
- **Budgetary Constraints:** Limited budget for training exercises and preparedness initiatives.
- **Staffing Constraints:** Insufficient staffing levels to support additional training and preparedness activities.
- **Timing Constraints:** Challenges in scheduling and planning exercises around existing workloads and personnel availability.
- **Complacency:** Overcoming complacency among staff and the community regarding the importance of disaster preparedness.
- **Council Availability:** Ensuring the availability of council members for participation in training and exercises.

Strategies to Overcome Barriers

- **Research Trends:** Continuously research and monitor trends in public safety and disaster preparedness to identify suitable applications for Bellmead.
- **Dedicated Preparedness Time:** Commit to dedicating specific times for preparedness exercises to ensure they are conducted regularly.
- **Resource Allocation:** Allocate resources strategically to meet the highest priority needs for disaster preparedness.
- **Leverage State Funding:** Utilize state-funded training programs to supplement the city's budget for preparedness initiatives.

ACTION PLAN

- **Public Education:** Increase efforts to educate the community about the importance of disaster preparedness and participation in threat assessments.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Management Team, Department Heads, and Council to receive a minimum of 4 hours of emergency management training	NA	NA	Annually
Conduct city-wide threat assessment – Police, Fire, Public Works, etc.	NA	NA	Annually
Participate in training exercise	Nominal	GF	Annually
Develop and implement a community outreach program to educate residents on disaster preparedness	Minimal	GF, Grants	FY 2025
Establish a disaster preparedness committee to oversee and coordinate threat assessments and training exercises	Nominal	GF	FY 2025
Regularly update the city's emergency response plan based on threat assessment findings	Minimal	GF	Annually

Expected Outcomes

- **Enhanced Preparedness:** Improved disaster preparedness through regular threat assessments and training exercises.
- **Community Involvement:** Increased community awareness and participation in disaster preparedness initiatives.
- **Efficient Response:** More efficient and coordinated response to emergencies and disasters.
- **Safety Improvements:** Enhanced safety and security for all residents through proactive disaster preparedness measures.
- **Continuous Improvement:** Regular updates to the emergency response plan based on the latest threat assessments and best practices.

By focusing on conducting regular threat assessments and improving disaster preparedness, Bellmead aims to ensure the safety and security of all residents, enhance the efficiency of emergency response, and build a more resilient community.

ACTION PLAN

Policy E	Safe Community
Objective	Ensure the safety and security of all residents.
Action Item 5	Enhance traffic safety through education and enforcement.
Project Manager	Police/Fire Chiefs & Public Works Director
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

FY 2021

- **Community Policing Program:** Implemented a Community Policing Program to foster better relationships between law enforcement and the community.

FY 2023

- **Citizen's Police Academy:** Developed and implemented the Citizen's Police Academy to educate residents about police work and build community trust.
- **VAWA Detective Training:** The Violence Against Women Act (VAWA) detective provided training programs to the community to raise awareness and prevention strategies.

FY 2024

- **Second Annual Citizen's Police Academy:** Successfully held the second annual Citizen's Police Academy, continuing to engage and educate the community.
- **Mock Active Shooter Drill:** Conducted a mock active shooter drill in collaboration with La Vega ISD Police Department to assess response capabilities and coordination.

Barriers to Achievement

- **Multiple Departments:** Varying needs across departments can complicate the planning and execution of traffic safety initiatives.
- **Overwhelmed Smaller Departments:** Smaller departments may feel overwhelmed by the additional responsibilities of traffic safety programs.
- **Defund the Police Movement:** National movements affecting local public perception and support for law enforcement.
- **Budgetary Constraints:** Limited budget for new initiatives and enforcement programs.
- **Staffing Constraints:** Insufficient staffing levels to support additional traffic safety activities.

Strategies to Overcome Barriers

- **Resource Allocation:** Allocate resources strategically to meet the highest priority needs for traffic safety.
- **External Funding:** Seek out and utilize external funding sources, such as grants and federal funding, to supplement the city's budget.

ACTION PLAN

- **Community Engagement:** Increase efforts to engage the community and build trust through transparency and education.
- **Partnerships:** Develop partnerships with local organizations and other governmental agencies to support traffic safety initiatives.
- **Public Education:** Launch public awareness campaigns to educate residents about traffic safety and the importance of following traffic laws.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Continue Community Policing	Minimal	GF	Annually
Continue Citizens Police Academy	Minimal	GF	Annually
Develop and implement a Fire Department Risk Assessment Program	TBD	GF	FY 2025
Expand traffic safety education programs in schools and community centers	Minimal	GF, Grants	FY 2025
Increase traffic enforcement in high-risk areas	Moderate	GF	FY 2025
Implement a public awareness campaign on traffic safety	Minimal	GF, Grants	FY 2025
Collaborate with state and local agencies on traffic safety initiatives	Minimal	GF, Grants	Continuously

Expected Outcomes

- **Enhanced Traffic Safety:** Improved safety on roads and highways through increased education and enforcement efforts.
- **Community Trust:** Increased trust and cooperation between the community and public safety departments.
- **Reduced Traffic Incidents:** Fewer traffic violations and accidents due to effective education and enforcement.
- **Efficient Operations:** More efficient public safety operations through better resource management and community support.
- **Informed Residents:** Greater awareness among residents about the importance of traffic safety and adherence to traffic laws.

By focusing on enhancing traffic safety through education and enforcement, Bellmead aims to ensure the safety and security of all residents, build community trust, and maintain a high standard of public safety services.

ACTION PLAN

Policy E	Safe Community
Objective	Ensure the safety and security of all residents.
Action Item 7	Involve the community in public education initiatives to build relationships.
Project Manager	Police/Fire Chiefs & Public Works Director
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

FY 2021

- **Community Policing Program:** Implemented a Community Policing Program to foster better relationships between law enforcement and the community.

FY 2023

- **Citizen's Police Academy:** Developed and implemented the Citizen's Police Academy to educate residents about police work and build community trust.
- **VAWA Detective Training:** The Violence Against Women Act (VAWA) detective provided training programs to the community to raise awareness and prevention strategies.

FY 2024

- **Second Annual Citizen's Police Academy:** Successfully held the second annual Citizen's Police Academy, continuing to engage and educate the community.

Barriers to Achievement

- **Multiple Departments:** Varying needs across departments can complicate the planning and execution of public education initiatives.
- **Overwhelmed Smaller Departments:** Smaller departments may feel overwhelmed by the additional responsibilities of public education programs.
- **Defund the Police Movement:** National movements affecting local public perception and support for law enforcement.
- **Budgetary Constraints:** Limited budget for new initiatives and education programs.
- **Staffing Constraints:** Insufficient staffing levels to support additional public education activities.

Strategies to Overcome Barriers

- **Resource Allocation:** Allocate resources strategically to meet the highest priority needs for public education.
- **External Funding:** Seek out and utilize external funding sources, such as grants and federal funding, to supplement the city's budget.

ACTION PLAN

- **Community Engagement:** Increase efforts to engage the community and build trust through transparency and education.
- **Partnerships:** Develop partnerships with local organizations and other governmental agencies to support public education initiatives.
- **Public Awareness:** Launch public awareness campaigns to educate residents about safety and community involvement.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Continue Community Policing Programs	Minimal	GF	Annually
Continue Citizens Police Academy	Minimal	GF	Annually
Develop and Implement a Fire Department Community Risk Assessment Program	TBD	GF	FY 2025
Expand public education programs in schools and community centers	Minimal	GF, Grants	FY 2025
Implement community engagement events	Minimal	GF	Continuously
Increase public awareness campaigns on community safety and involvement	Minimal	GF	Continuously
Collaborate with state and local agencies on public education initiatives	Minimal	GF, Grants	Continuously

Expected Outcomes

- **Enhanced Community Safety:** Improved safety and security for all residents through proactive public education and community involvement initiatives.
- **Community Trust:** Increased trust and cooperation between the community and public safety departments.
- **Informed Residents:** Greater awareness among residents about safety practices and the importance of community involvement.
- **Stronger Relationships:** Strengthened relationships between law enforcement, fire departments, public works, and the community.
- **Efficient Operations:** More efficient public safety operations through better resource management and community support.

By focusing on involving the community in public education initiatives, Bellmead aims to ensure the safety and security of all residents, build community trust, and maintain a high standard of public safety services.

ACTION PLAN

Policy F	Essential Services
Objective	Provide reliable and adaptable infrastructure and services.
Action Item 1	Maintain, implement, and regularly update master plans, including technology, utilities, land use, economic development, thoroughfares, parks, storm drainage, and finance.
Project Manager	Yousry Zakhary, City Manager
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

FY 2023

- **Comprehensive Plan Development:** Leveraged TDA planning grant to develop a comprehensive plan adopted by City Council in January 2023. The plan includes:
 - Community Goals & Objectives
 - Storm Drainage System Study
 - Thoroughfares Study
 - Central Business District
 - Recreation and Open Space Study
 - Potential Funding Sources
 - Subdivision Ordinance
- **Technology Improvements:** Upgraded technology infrastructure to support master planning efforts, including GIS systems for mapping and analysis.
- **Stakeholder Engagement:** Conducted community engagement sessions to gather input and feedback for the comprehensive plan.

Barriers to Achievement

- **Outdated Plans:** Existing plans are outdated and unusable, requiring significant updates.
- **Lack of Integration:** Challenges in integrating City plans with regional and area plans, and coordinating among various stakeholders.
- **Coordination Challenges:** Varying interests and priorities make effective coordination difficult.
- **Resource Constraints:** Budgetary and staffing constraints hinder the development, update, and implementation of master plans.
 - **Staffing Issues:** Lack of a Director of Community Development and insufficient staff to handle GIS and planning tasks.
- **Funding Limitations:** Need for funding to support plan development and implementation.

Strategies to Overcome Barriers

- **Coordinated Approach:** Ensure coordination among plans considering revenue realities and prioritize projects accordingly.
- **Master Scheduling:** Develop a master schedule for all planning projects to streamline efforts and allocate resources efficiently.

ACTION PLAN

- **Detailed Plan Status:** Identify the status of each plan, including cost estimates and proposed timing for actions.
- **Council Approval:** Seek preliminary and final approval from City Council on a plan-by-plan basis to ensure alignment with city priorities.
- **Prioritization:** Identify and prioritize essential plan needs and proceed with implementation.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Collect recommendations for all existing Master Plans to be included in the total program	NA	NA	FY 2026
Summarize for each Master Plan current date, when update needs to be prepared, and who will be responsible for action	NA	NA	FY 2026
Prepare a list of Master Plans, cost, and staffing to meet desired plan qualifications, and schedule to complete	TBD	TBD	FY 2026
Obtain City Council approval of list and identify funding to implement	TBD	TBD	FY 2026
Create a central data location where all plans are available – in print and digitally – with their status identified	TBD	TBD	TBD
Develop a schedule for review/update of Plans	TBD	TBD	TBD
Conduct regular community engagement sessions to gather feedback and ensure plans meet community needs	Minimal	GF	Continuously

Expected Outcomes

- **Updated Master Plans:** Regularly updated master plans that reflect the current needs and goals of the community.
- **Integrated Planning:** Effective integration of various city plans, ensuring coordination and alignment with regional and area plans.
- **Community Involvement:** Increased community involvement and input in the planning process, leading to plans that better reflect community priorities.
- **Efficient Resource Allocation:** Improved allocation of resources based on detailed master planning and prioritization.
- **Enhanced Infrastructure:** Reliable and adaptable infrastructure and services that support the long-term growth and development of Bellmead.

By maintaining, implementing, and regularly updating master plans, Bellmead aims to provide reliable and adaptable infrastructure and services, ensure effective coordination and integration of various plans, and meet the evolving needs of the community.

ACTION PLAN

Policy F	Essential Services
Objective	Provide reliable and adaptable infrastructure and services.
Action Item 3	Prioritize infrastructure maintenance alongside new construction.
Project Manager	Craig Rice, Public Works Director
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

FY 2020

- **Street Maintenance Program:** Developed a program to micro surface eligible streets annually to extend their useful life.

FY 2023

- **Drainage Ordinance and Fee Structure:** Created a new drainage ordinance and established a fee structure to support ongoing maintenance and improvements.

FY 2024

- **Zoning Ordinance Proposal:** Proposed a citywide change to the zoning ordinance to remove the provision for stair-step zoning. The change was tabled for further review.
- **Safe Streets for All Grant:** Submitted a grant application to enhance Bellmead Drive and create a boulevard, aiming to improve safety and promote development along this economic corridor.
- **Research Ground Storage Tank Rehabilitation:** Completed rehabilitation of the Research Ground Storage Tank with \$180,000 funding from ARPA.
- **Sewer Line Replacement Project:** Completed a sewer line replacement project totaling \$420,000, funded by CDBG.
- **North Sewer Interceptor Project:** Initiated the North Sewer Interceptor Project with a budget of \$9,981,136, funded by Bonds and BEDC.
- **Lift Station Improvements Project:** Commenced lift station improvements with a budget of \$1,940,792, funded by ARPA.

Barriers to Achievement

- **Outdated Mapping and Plans:** Existing maps and plans are outdated and unusable.
- **Lack of Integration:** City plans lack coordination and integration, leading to fragmented efforts.
- **Coordination Challenges:** Varying interests and priorities among stakeholders complicate coordination.
- **Resource Constraints:** Limited staffing and funding hinder effective implementation.
- **Schedule and Funding Variability:** Inconsistent schedules and variable funding priorities impact project planning and execution.

ACTION PLAN

Strategies to Overcome Barriers

- **Revenue Coordination:** Coordinate planning efforts considering revenue realities to optimize resource allocation.
- **Master Scheduling:** Develop a master schedule for all projects to streamline efforts and ensure efficient use of resources.
- **Detailed Plan Status:** Identify the status of each plan, including cost estimates and proposed timing for actions.
- **Council Approval:** Seek preliminary and final approval from City Council on a plan-by-plan basis to ensure alignment with city priorities.
- **Prioritization:** Identify and prioritize essential plan needs and proceed with implementation.
- **Utilize Planning Grants:** Leverage current planning grants to support plan development and updates.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Continue street preventive maintenance program for existing streets	\$300,000	SM	Annually
Upgrade and replace inadequate existing streets	Varies	Varies	As needed
Water/Sewer Rate Study	\$25-30,000	Water/Sewer Fund	Every 5 Years

Expected Outcomes

- **Improved Infrastructure:** Enhanced and well-maintained infrastructure that supports the city's growth and development.
- **Efficient Resource Allocation:** Optimized allocation of resources through coordinated planning and scheduling.
- **Community Engagement:** Increased community involvement and feedback in infrastructure planning and prioritization.
- **Long-term Planning:** Comprehensive and regularly updated master plans that reflect the city's evolving needs and priorities.
- **Enhanced Safety:** Improved safety and accessibility of streets and public spaces through targeted maintenance and upgrades.

By prioritizing infrastructure maintenance alongside new construction, Bellmead aims to provide reliable and adaptable infrastructure and services, ensure effective coordination and integration of various plans, and meet the evolving needs of the community.

ACTION PLAN

Policy F	Essential Services
Objective	Provide reliable and adaptable infrastructure and services.
Action Item 4	Continue strategic investment in city facilities, equipment, technology, and workforce.
Project Manager	Craig Rice, Public Works Director
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

FY 2024

- **Sewer Line Replacement Project:** Completed a sewer line replacement project totaling \$420,000 with funding from the Community Development Block Grant (CDBG).
- **Research Ground Storage Tank Rehabilitation:** Completed the rehabilitation of the Research Ground Storage Tank with \$180,000 funding from the American Rescue Plan Act (ARPA).

FY 2023

- **Upgraded Technology Infrastructure:** Replaced outdated computer systems and equipment to improve efficiency and service delivery.
- **Fleet Replacement Program:** Initiated a vehicle and equipment replacement schedule to ensure reliability and efficiency of city operations.
- **Implemented GIS System:** Developed a Geographic Information System (GIS) to better manage and plan city infrastructure.

Barriers to Achievement

- **Facility Diversity:** Multiple facilities of varying age, size, and maintainability complicate maintenance and upgrade efforts.
- **Lack of Maintenance Plan:** Absence of a comprehensive facility maintenance plan leads to reactive rather than proactive maintenance.
- **Technological Advances:** Rapid changes in technology require continuous updates and training.
- **Staffing Capacity:** Limited staffing affects the ability to implement and maintain new systems and technologies.
- **Funding Constraints:** Insufficient funding to cover all necessary improvements and upgrades.

Strategies to Overcome Barriers

- **Resource Allocation:** Prioritize resource allocation based on identified needs and impact.
- **Leverage Funding Sources:** Seek and utilize external funding sources, such as grants and federal programs, to supplement city budgets.
- **Develop Maintenance Plan:** Create a comprehensive maintenance plan for all city facilities and equipment.

ACTION PLAN

- **Staff Training and Development:** Invest in continuous training and development for staff to keep up with technological advances.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Comprehensive assessment of existing facilities, equipment, technology, and work force by department	NA	NA	FY 2025
Needs ranking by priority	NA	NA	FY 2025
Develop and implement a facility maintenance plan	TBD	NA	FY 2025
Upgrade outdated technology and equipment	Varies	Varies	Continuously
Continue fleet replacement program		GF, WS, DR	Annually
Conduct staff training and development programs	Minimal	Varies	Annually

Expected Outcomes

- **Reliable Infrastructure:** Enhanced reliability and adaptability of city infrastructure and services.
- **Efficient Operations:** Improved efficiency and effectiveness of city operations through upgraded technology and equipment.
- **Skilled Workforce:** A well-trained and skilled workforce capable of meeting the city's evolving needs.
- **Proactive Maintenance:** A comprehensive maintenance plan that ensures regular and proactive upkeep of city facilities and equipment.
- **Resource Optimization:** Strategic allocation of resources based on priority needs and impact.

By continuing strategic investment in city facilities, equipment, technology, and workforce, Bellmead aims to provide reliable and adaptable infrastructure and services, ensure effective resource allocation, and meet the evolving needs of the community.

ACTION PLAN

Policy F	Essential Services
Objective	Provide reliable and adaptable infrastructure and services.
Action Item 5	Plan, design, implement, and maintain projects to improve traffic flow.
Project Manager	Craig Rice, Public Works Director
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

FY 2023

- **Comprehensive Plan Development:** Leveraged a TDA planning grant to develop a comprehensive plan adopted by City Council in January 2023. The plan includes:
 - Community Goals & Objectives
 - Storm Drainage System Study
 - Thoroughfares Study
 - Central Business District
 - Recreation and Open Space Study
 - Potential Funding Sources
 - Subdivision Ordinance
- **Traffic Flow Improvement Projects:** Initiated planning for key traffic flow improvement projects as part of the comprehensive plan.
- **Safe Streets for All Grant:** Submitted a grant application to enhance Bellmead Drive and create a boulevard, aiming to improve safety and promote development along this economic corridor.

Barriers to Achievement

- **Outdated Traffic Plans:** Existing traffic plans are either nonexistent or outdated and unusable.
- **Lack of Integration:** City plans lack coordination and integration with Waco and TXDOT plans.
- **Coordination Challenges:** Varying interests among stakeholders, including the public, complicate coordination.
- **Resource Constraints:** Limited staffing and funding hinder effective implementation.
- **Schedule and Funding Variability:** Inconsistent schedules and variable funding priorities impact project planning and execution.

Strategies to Overcome Barriers

- **Research Trends:** Investigate current trends in safe traffic management for local application.
- **Comprehensive Needs Approach:** Develop a comprehensive approach that includes traffic signal infrastructure and integrates traffic needs with adjacent cities and TXDOT.
- **Permitting Process:** Streamline the permitting process for new or retrofitted economic developments to ensure efficient project implementation.
- **Resource Allocation:** Prioritize resource allocation based on identified needs and impact.

ACTION PLAN

- **Leverage Funding Sources:** Seek and utilize external funding sources, such as grants and federal programs, to supplement city budgets.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Comprehensive assessment of existing and additional traffic infrastructure IAW MUTCD	NA	NA	FY 2025
Integrate traffic needs with adjacent cities and TXDOT	NA	NA	FY 2025
Needs ranking by priority	NA	NA	FY 2025
Implement Safe Streets for All projects	\$2,000,000	BEDC	FY 2025
Conduct a citywide traffic flow study	TBD	GF	FY 2026
Update outdated traffic plans and integrate with the comprehensive plan	TBD	GF	FY 2026

Expected Outcomes

- **Improved Traffic Flow:** Enhanced traffic flow and reduced congestion through strategic planning and implementation of traffic management projects.
- **Integrated Planning:** Seamless integration of city traffic plans with regional and state plans, ensuring consistency and coordination.
- **Enhanced Safety:** Improved traffic safety through the implementation of modern traffic management systems and infrastructure upgrades.
- **Efficient Resource Allocation:** Strategic allocation of resources based on prioritized needs and impact.
- **Community Engagement:** Increased community involvement and feedback in traffic planning and prioritization.

By planning, designing, implementing, and maintaining projects to improve traffic flow, Bellmead aims to provide reliable and adaptable infrastructure and services, ensure effective coordination and integration of various plans, and meet the evolving needs of the community.

ACTION PLAN

Policy F	Essential Services
Objective	Provide reliable and adaptable infrastructure and services.
Action Item 9	Provide reliable water supply and delivery infrastructure.
Project Manager	Craig Rice, Public Works Director
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

FY 2022

- **Automated Metering Infrastructure:** Completed citywide conversion to automated metering infrastructure, improving water usage tracking and billing accuracy.

FY 2023

- **Water Line Upgrades:** Upgraded several critical water lines to prevent frequent breaks and improve water delivery reliability.
- **Water Quality Monitoring:** Enhanced water quality monitoring systems to ensure compliance with TCEQ standards.

Barriers to Achievement

- **Lack of Water Master Plan:** Absence of a comprehensive water master plan to guide long-term infrastructure investments.
- **Complacency:** Potential for complacency due to current adequate water availability, risking future shortages.
- **Coordination Challenges:** Difficulties in coordinating efforts with the City of Waco and Texas Commission on Environmental Quality (TCEQ).
- **Funding Constraints:** High costs associated with drilling new wells and purchasing additional water supplies.
- **Aging Infrastructure:** The city's aging water system and frequent line breaks pose significant challenges.
- **Budgetary Constraints:** Limited funding to cover all necessary improvements and upgrades.
- **Staffing Constraints:** Insufficient staffing to manage and update Geographic Information System (GIS) data for current infrastructure.

Strategies to Overcome Barriers

- **Growth Projections:** Recognize and plan for future water needs based on growth projections.
- **Supply Acquisition:** Prioritize acquiring additional water supplies to meet future demand.
- **Leverage Funding Sources:** Utilize external funding sources, such as grants and federal programs, to supplement city budgets.

ACTION PLAN

- **Integrated Planning:** Integrate water infrastructure improvements with other city projects, such as street upgrades.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Conduct water and wastewater map update	TBD	WS	Continuously
Conduct infrastructure needs assessment	TBD	WS	Ongoing
Build water improvements into street projects	Varies	WS	As needed
GIS water lines as time allows	Nominal	WS	Ongoing
Develop a comprehensive water master plan	\$100,000	WS	FY 2026
Drill a new water well	\$5,000,000	Grants	TBD
Upgrade aging water infrastructure	Millions	WS, Grants	TBD

Expected Outcomes

- **Reliable Water Supply:** Ensure a consistent and reliable water supply for the city's residents and businesses.
- **Improved Infrastructure:** Enhance the efficiency and reliability of the water delivery system through targeted upgrades and maintenance.
- **Future Readiness:** Plan and prepare for future water needs based on growth projections and demand forecasts.
- **Community Engagement:** Increase community awareness and participation in water conservation efforts.
- **Efficient Resource Allocation:** Optimize the use of resources through integrated planning and leveraging external funding.

By providing reliable water supply and delivery infrastructure, Bellmead aims to ensure the sustainability and reliability of its water resources, meet the evolving needs of the community, and support the city's growth and development.

ACTION PLAN

Policy F	Essential Services
Objective	Provide reliable and adaptable infrastructure and services.
Action Item 10	Ensure cost-effective wastewater infrastructure and service.
Project Manager	Craig Rice, Public Works Director
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

FY 2024

- **North Sewer Interceptor Project:** Initiated the North Sewer Interceptor Project with a budget of \$9,981,136, funded by Bonds and BEDC.
- **Lift Station Improvements Project:** Commenced lift station improvements with a budget of \$1,940,792, funded by ARPA.
- **Sewer Line Replacement Project:** Completed a sewer line replacement project totaling \$420,000, funded by CDBG.

Barriers to Achievement

- **Lack of Wastewater Master Plan:** Absence of a comprehensive wastewater master plan to guide long-term infrastructure investments.
- **Complacency:** Potential for complacency due to the current system's adequacy, risking future issues.
- **Coordination Challenges:** Difficulties in working with the City of Waco and Texas Commission on Environmental Quality (TCEQ).
- **Aging Infrastructure:** The city's aging wastewater system and frequent line breaks pose significant challenges.
- **Growth Needs:** Future growth areas without existing sewer collection systems.
- **Budgetary Constraints:** Limited funding to cover all necessary improvements and upgrades.
- **Staffing Constraints:** Insufficient staffing to manage and update Geographic Information System (GIS) data for current and future infrastructure.

Strategies to Overcome Barriers

- **Growth Projections:** Recognize and plan for future wastewater needs based on growth projections.
- **Resource Acquisition:** Prioritize acquiring additional resources to meet future demand.
- **Leverage Funding Sources:** Utilize external funding sources such as grants, developer contributions, bonds, and potential Tax Increment Reinvestment Zones (TIRZ).
- **Long-Term Budgeting:** Set aside funding for infrastructure upgrades through long-term budgeting.
- **Integrated Planning:** Incorporate wastewater improvements into other city projects to maximize efficiency and minimize disruption.

ACTION PLAN

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Complete wastewater master plan	TBD	WS	FY 2026
Complete North Sewer Interceptor Project	\$9,981,136	Fund 65 2014 WS COs	FY 2029
Update wastewater ordinance including Fats, Oils, and Grease (FOG) program	NA	NA	FY 2025
Conduct infrastructure needs assessment	TBD	WS	FY 2025
Build wastewater improvements into street projects	Project Dependent	WS	Annually
GIS wastewater lines	Nominal	WS	Continuously
Upgrade aging wastewater infrastructure	Millions	WS, Grants	TBD

Expected Outcomes

- **Reliable Wastewater System:** Ensure a consistent and reliable wastewater system for the city's residents and businesses.
- **Improved Infrastructure:** Enhance the efficiency and reliability of the wastewater system through targeted upgrades and maintenance.
- **Future Readiness:** Plan and prepare for future wastewater needs based on growth projections and demand forecasts.
- **Community Engagement:** Increase community awareness and participation in wastewater conservation efforts.
- **Efficient Resource Allocation:** Optimize the use of resources through integrated planning and leveraging external funding.

By ensuring cost-effective wastewater infrastructure and service, Bellmead aims to provide reliable and adaptable infrastructure, meet the evolving needs of the community, and support the city's growth and development.

ACTION PLAN

Policy F	Essential Services
Objective	Provide reliable and adaptable infrastructure and services.
Action Item 12	Provide storm drainage infrastructure
Project Manager	Craig Rice, Public Works Director
Project Executive	Yousry Zakhary, City Manager

Accomplish to Date

FY 2023

- **Comprehensive Plan Development:** Leveraged a TDA planning grant to develop a comprehensive plan adopted by City Council in January 2023. The plan includes:
 - Community Goals & Objectives
 - Storm Drainage System Study
 - Thoroughfares Study
 - Central Business District
 - Recreation and Open Space Study
 - Potential Funding Sources
 - Subdivision Ordinance
- **Stormwater Drainage Utility:** Implemented a stormwater drainage utility to fund maintenance and improvements.

Barriers to Achievement

- **Lack of Storm Drainage Master Plan:** Absence of a comprehensive master plan to guide long-term storm drainage investments.
- **Coordination Challenges:** Difficulties in working with the Texas Commission on Environmental Quality (TCEQ).
- **Flood Plain:** Bellmead's location in a flood plain poses additional challenges.
- **Historical Infrastructure Deficit:** The city was originally built without adequate drainage infrastructure.
- **Growth Needs:** Future growth areas without existing storm drainage systems.
- **High Costs:** Significant costs associated with construction and long-term maintenance.
- **Priority Identification:** Difficulty in identifying and scheduling priority needs.
- **Budgetary Constraints:** Limited funding sources for maintenance and capital needs.
- **Staffing Constraints:** Insufficient resources and expertise to address systematic drainage issues, and lack of staff to GIS current and future infrastructure.

Strategies to Overcome Barriers

- **Growth Projections:** Recognize and plan for future storm drainage needs based on growth projections.
- **Funding Source Creation:** Establish a dedicated drainage fund to support ongoing and future needs.
- **Utilize Consultants/Engineers:** Engage external experts to address complex drainage issues.

ACTION PLAN

- **Prioritize Needs:** Schedule and prioritize drainage improvements based on urgency and impact.
- **Integrated Planning:** Incorporate drainage improvements into other city projects, such as street upgrades.
- **Leverage Funding Sources:** Seek and utilize external funding sources such as grants, developer contributions, bonds, and potential Tax Increment Reinvestment Zones (TIRZ).
- **Long-Term Budgeting:** Set aside funding for infrastructure upgrades through long-term budgeting.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Create master drainage plan and establish priorities	\$35,000	BEDC	FY 2026
Build drainage improvements into street projects	Project Dependent	Drainage Fund	Annually
GIS storm drainage infrastructure as time allows	Nominal	WS	Continuously
Develop and implement stormwater management programs	TBD	Drainage Fund	FY 2025
Conduct regular maintenance and cleaning of storm drains and culverts	\$100,000	Drainage Fund	FY 2025
Upgrade aging storm drainage infrastructure	Millions	Drainage, Grants	TBD
Leverage external funding for large-scale drainage projects	TBD	Grants, Developer Contributions	Ongoing

Expected Outcomes

- **Reliable Storm Drainage System:** Ensure a consistent and reliable storm drainage system to protect the community from flooding.
- **Improved Infrastructure:** Enhance the efficiency and reliability of the storm drainage system through targeted upgrades and maintenance.
- **Future Readiness:** Plan and prepare for future storm drainage needs based on growth projections and demand forecasts.
- **Community Engagement:** Increase community awareness and participation in stormwater management efforts.
- **Efficient Resource Allocation:** Optimize the use of resources through integrated planning and leveraging external funding.

By providing reliable storm drainage infrastructure, Bellmead aims to ensure the safety and well-being of its residents, meet the evolving needs of the community, and support the city's growth and development.

ACTION PLAN

Policy F	Essential Services
Objective	Provide reliable and adaptable infrastructure and services.
Action Item 13	Maintain city streets and plan for future growth.
Project Manager	Herbert Blomquist, Public Works Director
Project Executive	Yousry Zakhary, City Manager

Accomplishments to Date

FY 2021

- **Street Micro Paving:** Completed \$250,000 of street micro paving to extend the life of city streets.

FY 2022

- **Street Micro Paving:** Completed \$300,000 of street micro paving to enhance street durability.

FY 2023

- **Comprehensive Plan Development:** Leveraged a TDA planning grant to develop a comprehensive plan adopted by City Council in January 2023. The plan includes:
 - Community Goals & Objectives
 - Storm Drainage System Study
 - Thoroughfares Study
 - Central Business District
 - Recreation and Open Space Study
 - Potential Funding Sources
 - Subdivision Ordinance
- **Street Micro Paving:** Completed an additional \$300,000 of street micro paving.

Barriers to Achievement

- **Lack of Thoroughfare Master Plan:** Absence of a comprehensive master plan for thoroughfares to guide long-term street investments.
- **Aging Infrastructure:** Many streets are aging and have not been properly maintained, leading to frequent repairs.
- **Subsurface Infrastructure:** Aging infrastructure below the streets causes numerous patches due to line repairs.
- **Future Growth Needs:** Lack of right-of-way and planning for future growth in areas with city streets.
- **Priority Identification:** Difficulty in identifying and scheduling street maintenance priorities.
- **Budgetary Constraints:** Limited funding sources for maintenance and capital needs, with funding tied to sales tax that must be reauthorized by voters every four years.

ACTION PLAN

- **Staffing Constraints:** Insufficient staffing to manage and execute street maintenance projects.

Strategies to Overcome Barriers

- **Growth Projections:** Recognize and plan for future street maintenance and development needs based on growth projections.
- **Funding Source Creation:** Establish a dedicated fund for street maintenance and infrastructure upgrades.
- **Utilize Consultants/Engineers:** Engage external experts to address complex street and infrastructure issues.
- **Leverage Funding Sources:** Seek and utilize external funding sources such as grants, developer contributions, bonds, and potential Tax Increment Reinvestment Zones (TIRZ).
- **Long-Term Budgeting:** Set aside funding for infrastructure upgrades through long-term budgeting.

Action Plan

Action	Budgetary Impact	Funding Source	Timeline
Rate streets by need priority	Nominal	Fund 70-SM	FY 2025
Continue street preventive maintenance program for existing streets	\$300,000	Fund 70-SM	Annually
Upgrade/replace inadequate existing streets	Varies	Varies	As needed
Develop thoroughfare master plan	\$50,000	GF	FY 2026
Integrate street improvements with other infrastructure projects	Project Dependent	Fund 70-SM, WS	Continuously
Leverage external funding for large-scale street projects	TBD	Grants, Developer Contributions	Ongoing

Expected Outcomes

- **Reliable Street Infrastructure:** Ensure a consistent and reliable street infrastructure to support the city's transportation needs.
- **Improved Street Conditions:** Enhance the condition and durability of streets through targeted upgrades and maintenance.
- **Future Readiness:** Plan and prepare for future street maintenance and development needs based on growth projections and demand forecasts.
- **Community Engagement:** Increase community awareness and participation in street maintenance and improvement efforts.
- **Efficient Resource Allocation:** Optimize the use of resources through integrated planning and leveraging external funding.



ACTION PLAN

By maintaining and planning for the growth of city streets, Bellmead aims to provide reliable and adaptable infrastructure, meet the evolving needs of the community, and support the city's growth and development.

PERFORMANCE MEASUREMENT

Performance measurement is a management tool used to quantify and qualify the level of service being provided. It aims to answer the questions, “How well are we doing?” and “How well should we be doing?”

Government entities often collect vast amounts of data on various services and activities. While information on workload and expenditure is readily available, data measuring efficiency and effectiveness are less common. For instance, the number of streets maintained is typically known, but their condition is not. Similarly, measurable goals and citizen satisfaction metrics are often missing. As a result, managers, elected officials, and the public know the cost and level of services provided but lack insight into productivity, accomplishments, and service quality. A performance measurement and management program aim to bridge this gap.

The City of Bellmead has recently started identifying performance measurements. Some information was already being collected, while other data needed to be gathered. These measures will be refined and expanded over time.

Financial Performance Measures

Strategic Plan Objective	Performance Measures	Goal	Actual FY 2022	Actual FY 2023	Actual FY 2024
A3/B1	Bond Rating	AA	AA-	AA-	AA-
A3/B1/B7	Maintain a fund balance of at least 25% of General Fund operating expenditures (90 days operation).	25%	52.25%	49.32%	51.12%
A3/B4	Collection rate for current taxes.	97%	97.26%	97.13%	96.85%
A3/B3	Investment earnings rate above 3-month Treasury Bill Rate.	4 quarters	2 quarters	0 quarters	2 quarters
A14/B5	Produce an annual ACFR that meets GFOA Certificate of Achievement criteria.	Yes	Yes	Yes	Yes
B1	Auditor management letter comments for improvement.	0	3	5	2
A14/B5	Produce an investment policy that meets PFIA and GTOT Certification standards.	Yes	Yes	Yes	Yes

Human Resources Performance Measures

Strategic Plan Objective	Performance Measures	Goal	Actual FY 2022	Actual FY 2023	Actual FY 2024
A12	Employee turnover rate	< 15%	15.58%	16.25%	20.38%
A12	Employee tenure in years	10	5.45	5.94	5.30

Municipal Court Performance Measures

Strategic Plan Objective	Performance Measures	Goal	Actual FY 2022	Actual FY 2023	Actual FY 2024
E6	Percentage of total issued warrants cleared	50%	5.74%	7.53%	523%
E6	Clearance rate for court cases	65%	121.94%	116%	107%
E6	Time to get court case disposed/resolved	120 days	180 days	180 days	180 days
E6	Age of active cases pending court	180 days	90 days	180 days	180 days
E6	Trial date certainty; number of times cases are set for trial	<3	0	1	1
E6	Percentage of cases in which financial obligation is fully met	65%	76%	88%	71%

Police Performance Measures

Strategic Plan Objective	Performance Measures	Goal	Actual FY 2022	Actual FY 2023	Actual FY 2024
E1	Recognized Agency accreditation by the Texas Police Chief's Association	Yes	No	No	No
E6	Percentage of stolen property recovered.	60%	53%	63%	63%
E6	Response time	<2:00	2:39	1:55	1:57
Police – Communications					
E1	Call answer time	10 seconds	NC	87.06%	77.28%
E1	Abandoned call rate	< 5%	9.98%	7.84%	8.30%

Fire Performance Measures

Strategic Plan Objective	Performance Measures	Goal	Actual FY 2022	Actual FY 2023	Actual FY 2024
E1	ISO fire rating	Class 1	Class 3	Class 3	Class 3
E1/E6	Average response time to fire calls within the City.	5 min	4:32	4:45	4:37
E1	Contain structural fires to confines of building.	98%	100%	100%	100%

Community Development Performance Measures

Strategic Plan Objective	Performance Measures	Goal	Actual FY 2022	Actual FY 2023	Actual FY 2024
A16/F1/F13/F15	Complete review of planning applications	5 days	98%	90%	98%
E9	Average time per inspection.	30 min.	30 min.	30 min.	30 min.
A16/E9	% of requests for specialty inspections completed within 4 hours of request (during working hours).	95%	95%	90%	95%
A16/E9	% of requests for building inspections completed within 4 hours of request (during working hours).	90%	95%	95%	95%
Community Development - Code Enforcement					
A16/E3/E6/E9	% of investigations due to citizen complaint completed within 15 days of receipt.	95%	98%	80%	96%
A16/E9	Voluntary code compliance	98%	96%	90%	85%
E9/D13	Percentage of red-tagged dilapidated buildings abated.	75%	57%	60%	75%

Water/Sewer Utility Performance Measures

Strategic Plan Objective	Performance Measures	Goal	Actual FY 2022	Actual FY 2023	Actual FY 2024
Utility Collections					
B4/F9	Bad debts written off as a percentage of total billed	< 1.50%	2.97%	0.31%	0.08%
Water Utility					
F9/F10/F12	Unaccounted for water loss.	<15%	33%	36%	25%
A4/F9	Repair main breaks within 4-hour average or less.	90%	75%	77%	85%
Sewer Utility					

A10/F8	Change in Sewer Flows	<=5%	-50.11%	1.27%	9.7%
A4/F9	Respond to all emergency main breaks within 30 minutes (regular working hours).	100%	100%	100%	100%

Fleet Maintenance Performance Measures

Strategic Plan Objective	Performance Measures	Goal	Actual FY 2022	Actual FY 2023	Actual FY 2024
F4	Fleet equipment repairs completed within 2 working days.	85%	85%	69%	75%
F4	Maximum average downtime for fleet repairs.	3 days	3 days	3 days	3 days
F4	Respond to fleet service requests within 1 day of receipt.	1 day	1 day	1 day	1 day

Streets Performance Measures

Strategic Plan Objective	Performance Measures	Goal	Actual FY 2022	Actual FY 2023	Actual FY 2024
F3/F6	Complete crack seal repairs to streets in square yards.	60,000	92,203.3	83,077.22	70,000
F3/F6	Complete Resurfacing of City streets in square yards.	60,000	92,203.2	83,077.22	50,372
A10/F8	Repair of utility cuts within 10 days.	95%	85%	86%	75%
A10/F8	Complete work orders within 5 days.	95%	91%	92%	98%

Civic Center Performance Measures

Strategic Plan Objective	Performance Measures	Goal	Actual FY 2022	Actual FY 2023	Actual FY 2024
C2/C7	Civic Center rentals completed.	175	225	232	251
C7	Cancellation Rate	<5%	NC	NC	8.77%



BELLMEAD MISSION

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

CORE VALUES



Integrity

This is the foundation of all our core values.



Outstanding Customer Service

We strive to understand and meet the needs of our citizens, customers, and visitors, treating everyone fairly and respectfully.



Fiscal Responsibility

As trustees of City resources, we are committed to utilizing those resources efficiently and transparently.



Our Employees

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



CITY PROFILE

History of Bellmead

The roots of Bellmead grew out of the Missouri-Kansas-Texas Railroad Company (M-K-T). In June of 1910, M-K-T purchased 90 percent of the Texas Central Railway, a line of tracks running 268 miles from Waco to Rotan. Because of Waco's central location along the line, M-K-T built a massive locomotive complex called a roundhouse in a rural area near the city. The region received its name in 1911 when M-K-T President Charles Schaff, on an inspection tour of the new facility, noted to a Katy railroad attorney that the area around the roundhouse reminded him of the farm where he grew up in Belle Meade, Tennessee. The area around the roundhouse soon thereafter adopted the name Bellmead.

In 1913, surveyors laid out "Bellmead Court" in lots and blocks. The land did not catch the interest of many buyers since it was prone to frequent flooding. Eventually, the company divided the Ashleman Farm—which lay adjacent to the M-K-T property—into lots that sold for thirty-five dollars each to families working for the railroad and to those wishing to provide goods and services to those families. Over time, more people moved to the area and businesses followed.

The 1928-29 Polk City Directory was the first to list Bellmead streets and businesses, showing a merchant's store, two-story rooming house, garage, a barber shop, gas station, a grocery store, and the Bellmead Baptist Church. The state highway department brought a vital transportation link to the area in 1932 through the construction of State Highway 84. In 1939, residents voted to incorporate it as a city, but the movement failed because the area lacked independent sewage, water, and fire services.

During the Great Depression, men laid off from the M-K-T railroad found work with the Works Progress Administration. They built water and sewer lines to serve the area, freeing it from its reliance upon Waco for such services. Around that same time, a volunteer fire department was established, and the fire station became a center of civic activity.

Before World War II, Bellmead's economy depended heavily upon the M-K-T railroad shops. However, the war brought about the need for new and different services and industries, reviving Bellmead's economy. General Tire & Rubber Company arrived to produce military truck tires, Waco Army Airfield (later called James Connally Air Force Base) was established, and the M-K-T Railway received a boost as one of the chief transporters of crude oil from Texas to the rest of the nation. Activity centered upon the war effort resulted in a rapid increase in the population. In the early 1940s the population was approximately 25, but by 1949 it had increased to 800.

In 1951, Bellmead citizen Chuck Lovelace learned from a Waco city councilman that the city planned to annex the Bellmead area in 1952. After discussing the issue with other citizens, Lovelace convinced the county commissioners to hold an incorporation election, allowing the citizens of the area to determine whether they wanted to be a separate city. The December 19, 1952, election was very close, but ultimately Bellmead voted to approve incorporation. A group of residents drafted the initial charter, and the first city council meeting was held on November 12, 1953.



Bellmead continued to grow rapidly toward the twenty-first century. Although Connally Air Force Base closed in 1965, Texas A&M purchased the site and established James Connally Technical Institute, now known as Texas State Technical Institute. Today, the city is home to over ten thousand residents and remains an integral part of McLennan County.

Source: <https://wacohistory.org/items/show/139>

Bellmead Today

According to the U.S. Census Bureau's latest estimate, the City of Bellmead has a population of 10,656 with a diverse 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 and motels for those visiting the various tourist sites located near Bellmead.

The city is actively engaged in various infrastructure projects to improve the quality of life for its residents and support future growth. Some key projects include:

- **North Interceptor Project:** This project involves the installation and rehabilitation of major sewer lines to enhance the wastewater management system. It includes multiple phases, such as the construction of new gravity sewers, rerouting of force mains, and abandoning outdated lift stations.
- **CDBG Project:** The Community Development Block Grant (CDBG) project focuses on improving public facilities and infrastructure. Recent updates have expanded the project limits, ensuring more comprehensive coverage and benefits for the community.

These projects not only aim to address current infrastructure needs but also prepare Bellmead for sustainable growth and development in the future.

City Organization

The City of Bellmead operates as a home-rule city under a Council-Manager form of government. This structure ensures that all powers of the city are vested in an elected Council, which consists of six Council members, including one who serves as Mayor. Council members are elected to serve two-year terms. Each year, the City Council elects one of its members as Mayor. In the event of the Mayor's inability or refusal to act, the Mayor Pro-Tem assumes the Mayor's duties.

City Council

The City Council is the legislative branch of city government and is responsible for:

- Enacting local legislation
- Determining city policies
- Adopting budgets
- Employing the City Manager



City Manager

The City Manager is the Chief Executive Officer and head of the Administrative Branch of the City Government. The City Manager is accountable to the Council for the proper administration of all city affairs. Key responsibilities include overseeing city departments, implementing Council policies, and ensuring the efficient delivery of city services.

Organizational Structure

The city government is organized into broad managerial areas known as Funds. These Funds are separate fiscal and accounting entities, each with its own resources and budgets to carry out specific activities and achieve certain objectives.

Departments

Funds are further organized into functional groups called Departments. Each Department is a collection of related activities aimed at accomplishing a major city service or program. For example, the Public Works Department oversees the maintenance and development of the city's infrastructure.

Divisions

Departments are divided into smaller units known as Divisions, each performing specific functions within the Department. For instance, the Streets Division falls under the Public Works Department and focuses on street maintenance and repair.

Leadership and Supervision

At the head of each Department is a Director, an officer of the city, who supervises and controls the Department and its Divisions. Directors report to the City Manager, ensuring alignment with the overall administrative goals and policies set by the City Council. In some cases, a Department Head may oversee multiple Departments, providing strategic direction and management across various city services.

Services and Activities

The City Government of Bellmead provides a broad range of goods and services to its citizens, organized into specific departments and divisions to enhance efficiency and effectiveness. This structure ensures that the city's resources are managed responsibly and that residents receive high-quality services tailored to their needs.

CITY FACILITIES

Fire Protection

Number of Stations	1
Number of Fire Hydrants	361
Number of Sworn Personnel	14
Personnel per 1,000 population	1.31

The Bellmead Fire Department operates a single fire station equipped with 361 fire hydrants strategically placed throughout the city to ensure rapid response times and comprehensive coverage. With 14 sworn personnel, the department maintains a ratio of 1.31 firefighters per 1,000 residents, demonstrating its commitment to public safety and emergency preparedness.

Police Protection

Number of Stations	1
Number of Sworn Personnel	23
Personnel per 1,000 population	2.16

The Bellmead Police Department also operates from one central station, with a team of 23 sworn officers. This results in a ratio of 2.16 officers per 1,000 residents, reflecting the city's dedication to maintaining law and order. The department employs modern policing techniques and community engagement strategies to ensure the safety and security of all residents.

Both the Fire and Police Departments of Bellmead are committed to providing high-quality services and maintaining a safe environment for the community. Their personnel are highly trained and equipped to handle a wide range of emergencies, ensuring that Bellmead remains a secure and vibrant place to live.

Parks and Recreation

Bellmead boasts a variety of community and recreational facilities, encompassing a total acreage of 15.51 developed and 120.54 undeveloped parkland. These parks and facilities provide residents with numerous opportunities for recreation, relaxation, and community events.

Civic Center

- **Location:** 3900 Parrish
- **Features:** The Civic Center is a versatile venue available for rental for all occasions, including birthdays, weddings, reunions, and meetings. It offers three distinct rooms: The Auditorium, the Lions Room, and the Senior Room. Additional amenities include restrooms, kitchenettes, free Wi-Fi, and ample free parking.



Brame Park

- **Location:** Oakgrove Street and Hogan Lane
- **Size:** 4 acres
- **History:** Donated to the citizens of Bellmead on December 23, 1963, by Mrs. O. N. Brame, Brame Park is designated for perpetual use as parkland.
- **Features:** The park includes a playground area, a seasonal splash pad, a ¼ mile walking track, a basketball court, covered pavilions, picnic grounds, and restrooms. These amenities make it a popular spot for families and children.



Devorsky Park

- **Location:** Queen's Court on Parrish Street
- **Size:** 0.91 acres
- **Features:** Devorsky Park offers a playground area, a ¼ mile walking track, and covered pavilions. It provides a serene environment for leisurely walks and family gatherings.



Lions Park

- **Location:** Parrish and Barlow Street
- **Size:** 10.6 acres
- **Features:** Lions Park includes a playground area, a basketball court, five ball fields, and a covered pavilion. It is a hub for sports activities and community events.

Memorial Park

- **Location:** 3017 Bellmead Drive, in front of the Bellmead Municipal Court Building
- **History:** Built with community contributions totaling \$50,000, Memorial Park is a testament to the community's spirit and generosity.
- **Features:** The park is the venue for the annual Christmas Tree lighting ceremony, making it a focal point for holiday celebrations in Bellmead.



McGlasson Park

- **Size:** 69.4 acres
- **History:** Donated to the citizens of Bellmead on December 16, 1994, by Sam Jack McGlasson and Elizabeth McGlasson, McGlasson Park is designated for perpetual use as parkland.
- **Features:** Undeveloped parkland



Dugger Field

- **Location:** Pecan Lane
- **Size:** 51.14 acres
- **History:** Previously a baseball field complex that has been unused for many years. With the ongoing issues of flooding at Lion's Park, the feasibility of utilizing this field for new facilities is under review.
- **Features:** Undeveloped parkland



These parks and recreational facilities play a vital role in enhancing the quality of life for Bellmead residents, offering spaces for sports, leisure, and community events throughout the year.

Demographic Characteristics

Bellmead has experienced a growth of 1.38% since the 2020 census, bringing the current population to 10,656. Spanning 6.9 square miles, Bellmead has a population density of 1,544 people per square mile.

Population and Density

- **Current Population:** 10,656
- **Growth Rate:** 1.38% since 2020
- **Area:** 6.9 square miles
- **Population Density:** 1,544 people per square mile

Economic Indicators

- **Median Household Income:** \$41,272
- **Poverty Rate:** 21.92%
- **Median Rental Costs:** \$825 per month
- **Median House Value:** \$81,700

Age and Demographics

- **Median Age:** 34.8 years

Bellmead's demographic profile reveals a diverse and vibrant community. The city's moderate population density supports a suburban lifestyle, while its growth rate indicates a steadily increasing population. The economic indicators show that while the median household income is \$41,272, the city faces challenges with a poverty rate of 21.92%. Housing remains affordable with median rental costs at \$825 per month and a median house value of \$81,700. The median age of 34.8 years suggests a balanced mix of young families, working adults, and seniors, contributing to a dynamic and varied community.

These characteristics reflect Bellmead's ongoing development and the city's efforts to support a thriving, inclusive environment for all its residents ([World Population Review](#)).

Top Ten Taxpayers

The top ten taxpayers in Bellmead contribute significantly to the city's tax revenue, reflecting the diverse and robust local economy. Below is a list of the top taxpayers and their taxable values:

Name of Taxpayer	Taxable Value
Butt H E Grocery Co	\$16,137,854
Wal-Mart Real Estate Business Trust	\$12,100,000
Waco Hotel Partners LLC	\$10,881,690
Sams Club East Inc.	\$8,602,200
Bellmead KTFW LLC ET AL	\$8,272,382
Red Bird Highland LTD ETAL	\$8,143,980
TBA Associates LP	\$7,990,000
Union Pacific Railroad Co	\$7,368,870
Realty Income Properties 25 LLC	\$6,850,000
Home Depot	\$6,315,060

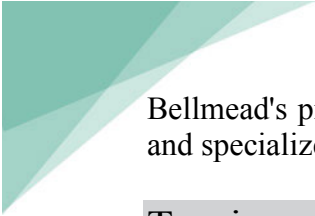
These businesses span various sectors, including retail, hospitality, and transportation, underscoring Bellmead's strategic economic diversity and growth.

Health Care

Bellmead, located on the north boundary of Waco, offers its residents access to a wide range of superb health care facilities. The area is served by two major hospitals: Baylor Scott & White Hillcrest Medical Center and Ascension Providence Hospital. Additionally, 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 are available to the community. Waco's growing medical community boasts over 300 active physicians across all major specialties, including specialty dental areas.

Local Health Facilities in Bellmead

- **Fresenius Kidney Care:** A division of Fresenius Medical Care North America (FMCNA), this facility is a global leader in the treatment of renal disease and innovative kidney disease research.
- **Athletico Physical Therapy:** Offers a variety of physical therapy services to help patients recover and improve their physical health.
- **ImmunoTek Plasma:** Opened a donation center in May 2023, contributing to the health and wellbeing of the community.
- **Dental Practices and Other Providers:** Numerous dental practices and various other health care providers are located within Bellmead, ensuring comprehensive care for residents.



Bellmead's proximity to Waco allows residents to benefit from the extensive medical resources and specialized care available, ensuring a high standard of health services for all.

Tourism and Leisure

Located on I-35 between Dallas/Fort Worth and Austin, the McLennan County/Bellmead area marks the population center of Texas. This prime location places Bellmead within a three-hour drive of 80% of the state's population, making it an ideal hub for tourism and leisure.

Magnolia Silos

Chip and Joanna Gaines have revitalized downtown Waco with the Magnolia Silos. Visitors can shop at the Warehouse and local shops, explore the Garden, enjoy a treat from the bakery, grab a coffee from Magnolia Press, and even play Whiffle Ball on the spacious field at the center of the complex.

Barefoot Ski Ranch

Just 8 minutes from Bellmead City Hall, Barefoot Ski Ranch offers four extreme water slides, the world's longest lazy river, a world championship cable wakeboarding circuit, and a world-class surf pool. Overnight accommodation includes surf view hotel rooms and lake view cabins. Enjoy burgers, pizza, and cold drinks at the poolside Bronco Bar.

Waco Mammoth National Monument

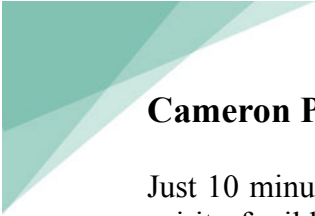
As the 408th unit of the National Park Service and 14th in Texas, the Waco Mammoth National Monument is an international treasure. It holds the largest known concentration of prehistoric mammoths that died from the same event. The site features 24 Columbian mammoths, a camel, a tortoise, and a saber-tooth cat tooth, preserved under a covered, climate-controlled building. Visitors can explore exposed bones and learn about the catastrophic events that took place 70,000 years ago.

Waco Suspension Bridge and River Walk

The historic Waco Suspension Bridge, a pedestrian bridge across Lake Brazos, is bordered by beautiful parks. This timeless symbol of the area's role in historic cattle drives extends along the south side of the Brazos River from McLennan Community College to Baylor University and along the north side from McLane Stadium to Brazos Park East. The bridge and adjacent parks host riverside musical programs, world championship drag boat racing, and nationally recognized mountain biking events.

Texas Ranger Hall of Fame & Museum

Located on the banks of the Brazos River, this museum is the official State Museum of the Texas Rangers. It features extensive collections of firearms, badges, memorabilia, and a research library. Texas Rangers Company "F," the largest Ranger Company in Texas, is stationed on-site.



Cameron Park Zoo

Just 10 minutes from Bellmead City Hall, the award-winning Cameron Park Zoo celebrates the spirit of wild animals with its freeform surroundings. The zoo houses exotic animals like black bears, river otters, orangutans, komodo dragons, mountain lions, jaguars, elephants, rhinos, giraffes, and bobcats. It also offers innovative educational programs and participates in worldwide conservation efforts.

Lake Waco

With 60 miles of shoreline and over 6,912 surface acres of water, Lake Waco is a major public recreation area attracting millions of visitors each year. Power boats and sailboats can be launched in any of the eight parks surrounding the lake, with storage available at two marinas.

Other Attractions

- **Dr Pepper Museum:** Showcasing the historic creation of this popular soft drink in Waco, visitors can tour the museum and enjoy a Dr Pepper float.
- **Baylor University:** Home to the Armstrong Browning Library, dedicated to poets Robert and Elizabeth Barrett Browning, and the Mayborn Museum, which combines historic artifacts with interactive exhibits.

Bellmead's proximity to Waco allows residents and visitors to enjoy a wide array of cultural, recreational, and historical attractions, making it a vibrant and appealing destination for tourism and leisure.



REGIONAL FACILITIES

Air Service

Waco Regional Airport: Provides convenient air travel with five scheduled flights per day, connecting Bellmead residents and visitors to major destinations.

Waco-McLennan County Library System

Branches	4
Materials	328,791
Programs Offered	831

The library system offers a rich collection of materials and a variety of programs for all ages, supporting the educational and cultural needs of the community.

Leisure Facilities

Cottonwood Greek Golf Course: This beautifully maintained golf course provides an excellent recreational outlet with 18 challenging holes spread over 174 acres, making it a prime destination for golf enthusiasts.

Ridgewood Country Club: Provides a variety of leisure services to include fine dining, a marina, swimming, golf, tennis, and fitness options.

Baylor Sports: The Baylor Bears participate in Division 1 of the National Collegiate Athletic Association (NCAA). Sports enthusiasts have many options to choose from:

Men's Sports	Women's Sports
Baseball	Softball
Basketball	Basketball
Cross Country	Cross Country
Football	Soccer
Golf	Golf
Tennis	Tennis
Track and Field	Track and Field
	Acrobats and Tumbling
	Equestrian
	Volleyball



BUDGET PROCESS

The development of the city budget is a crucial and extensive annual effort, representing Bellmead's financial plan and setting the goals and objectives for the community.

Budget Document Goals

- **Community Communication:** Reflects the City Council's interpretation of citizens' desires and future goals.
- **Departmental Objectives:** Defines objectives and allocates resources to ensure they are met.
- **Fiscal Control:** Provides a mechanism for accounting and fiscal control.
- **Performance Monitoring:** Outlines a performance and monitoring system for policymakers and management staff.

FY 2025 Operating Budget

The FY 2025 budget is submitted in accordance with the City Charter and State laws. It is based on separate funds, detailing anticipated revenues and expenditures for:

- General Fund
- Water and Sewer Fund
- Drainage Fund
- Street Maintenance Fund
- Debt Service Fund
- Economic Development Fund
- Special Revenue Funds
- Capital Project Funds

This structured approach ensures transparency, accountability, and alignment with the community's needs and goals.

Budget Roles

The budgeting process in Bellmead is a collaborative effort involving the community, operating department directors, support staff, and the City Council.

Community

- **Participation:** Residents engage in town hall meetings throughout the year to voice their concerns and priorities, such as public safety, park facilities, and code enforcement.



Operating Department Directors

- **Responsibilities:** Directors project operating needs, capital needs, and service enhancements. They use provided forms and adhere to the Finance Department's calendar to submit budget requests. Directors are expected to thoroughly understand their budgets and present them to the Budget Team.

Support Staff

- **Finance Department Role:** The Finance Department combines projections for personnel, benefits, and revenues to support departmental budgets. Once departmental budgets are complete, they are submitted to the Finance Department, which compiles all requests into a preliminary City Budget.
- **Collaboration:** The CFO and City Manager meet with individual Department Managers to develop a final Administrative Budget for submission to the City Council.
- **CFO Responsibilities:** The CFO 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 Directors, Management, and the City Council.

City Council

- **Policy and Communication:** The City Council establishes policy agendas for both the capital and operating budgets. The City Manager maintains communication with the City Council to ensure their directives are reflected in the budget preparation.
- **Final Approval:** The City Council is responsible for the final approval of the budget, ensuring it aligns with community goals and fiscal responsibility.

Budget Process

Preparation and Review

The City Charter mandates the City Manager to prepare and recommend a balanced operating budget for City Council consideration. This process involves reviewing and evaluating all budget requests to ensure they align with City Council goals, improve management effectiveness, and increase productivity. The preliminary budget submitted to the City Council includes recommendations for the services that can be financed by the projected revenue for the budget year.

Capital Improvement Program

The capital improvement program outlines the city's investment and reinvestment plans, assigning priorities, and implementing strategies to fund growth, modernization, and necessary replacement of the city's assets. This program integrates long-range planning, mid-range programming, and current year budgeting to identify and meet the city's needs. Departments are encouraged to



establish an internal planning process to identify needs with sufficient lead time to make financially advantageous decisions.

Public Involvement and Presentation

A copy of the proposed budget is filed with the City Secretary at least fifteen 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. A public hearing is conducted to obtain citizen input before budget adoption.

Tax Rate and Budget Adoption

The tax rate is adopted by ordinance in a separate vote from the budget. The proposed tax rate for the City of Bellmead is \$0.343169 for fiscal year 2025. The budget is adopted by resolution prior to October 1. The adopted budget is then filed with the City Secretary and the County Clerk, and a copy is uploaded onto the city's website for public access.

Basis of Budgeting

The City of Bellmead prepares its budget in accordance with **Generally Accepted Accounting Principles (GAAP)**, using anticipated revenue estimates to appropriate expenditures. Annual budgets are adopted 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. Unexpended appropriations lapse at the fiscal year-end (September 30), with unexpended governmental funds becoming part of the reserves and unexpended proprietary funds becoming net assets. Project-length financial plans are adopted for capital project funds and grant funds.

Key Elements

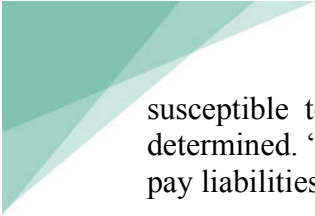
- **Encumbrance Accounting:** Used for governmental funds, with outstanding encumbrances reported in the appropriate fund balance category. These do not constitute expenditures or liabilities but will be re-appropriated in the subsequent fiscal year.
- **Depreciation:** Not appropriated as a non-cash expenditure but is subtracted from asset value using the straight-line method.
- **Project-Length Financial Plans:** Adopted for capital project funds and grant funds, supporting long-term financial planning and resource allocation.

Basis Differences

While the budget is largely based on estimated cash flows, the basis of accounting includes additional factors such as depreciation, capitalization of plant and equipment, asset valuation, and inventory management.

Basis of Accounting

The City of Bellmead employs the **modified accrual basis of accounting** for its **governmental funds**. Under this method, 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 sets spending limits at the department level. Expenditures cannot legally exceed these appropriations. Budget amendments, which adjust these limits, require City Council approval and are considered as needed.

Budget Adjustments

- **Definition:** Transfers of budget amounts within the same division or department that do not require City Council approval.
- **Process:** Initiated by department directors when actual expenditures risk overspending an account. Adjustments must be justified and approved by the City Manager.
- **Restrictions:** Adjustments cannot be made between different funds.

The Finance Department ensures fund availability and consistency with the approved budget before forwarding adjustments to the City Manager. This process ensures accurate budgeting to meet departmental needs.

Changes from Proposed to Adopted Budget

There were no changes from the proposed budget to the adopted budget.



CITY OF BELLMEAD

Budget & Tax Calendar

FY 2025

Date	Event	Requirement/Action	Legal Reference
February 28, 2024	Budget Instructions Distributed to Departments	▶ Budget printouts & request forms distributed to departments.	
April 1, 2024	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.	
April 24 – April 28, 2024	Budget meetings with DH	▶ Departments meet with CM and CFO	
April 30, 2024	Preliminary Tax Roll	▶ MCAD delivers preliminary ad valorem tax values	<i>Texas Tax Code § 26.01</i>
June 11, 2024	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 1, 2024	BEDC Board Meeting	▶ BEDC budget workshop	
July 9, 2024	Regular Council Meeting	▶ Water & Sewer Fund ▶ Drainage Fund ▶ Street Maintenance Fund ▶ Designate official to calculate tax rates	<i>Texas Tax Code § 26.04(c) and 26.17(e)</i>
July 25, 2024	Certified Tax Roll	▶ MCAD delivers certified ad valorem tax values	<i>Texas Tax Code § 26.01 (a)</i>
August 1, 2024	Certified Collection Rate	▶ Tax Assessor shall certify the anticipated collection rate and the amount of debt taxes collected more than the anticipated amount in the preceding year, if applicable	<i>Texas Tax Code § 26.04 (b)</i>
August 7, 2024	Certified Tax Rates	▶ Tax Assessor delivers certified tax rates	<i>Texas Tax Code § 26.04 (e)</i>
August 8, 2024	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 8, 2024	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	<i>Texas Tax Code § 26.04 (e)</i>
August 13, 2024	Regular Council Meeting	▶ Debt Service Fund ▶ General Fund Budget ▶ BEDC ▶ Master fee schedule (1 st Reading) ▶ Propose Ad Valorem Tax Rate by record vote ▶ Call for Public Hearing (PH) on Tax Rate ▶ Call for PH on budget ▶ Auditor Appointment	
August 14, 2024	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>



CITY OF BELLMEAD

Budget & Tax Calendar

FY 2025

September 10, 2024	City Council Meeting	▶ PH on budget (at least 15 days after filing with City Secretary) ▶ PH on tax rate if rate exceeds no-new-revenue rate (at least 5 days after notice of PH and no less than 7 days before adoption) ▶ Adopt budget (City Charter deadline of September 27) ▶ Adopt tax rate (before the later of September 30 or 60 days from date certified appraisal roll is received) ▶ Adopt master fee schedule	<i>Texas Local Government Code § 102.007</i> <i>Texas Tax Code § 26.05 (a)</i>
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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.

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.
- **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

CITY OF BELLMEAD

Fund Structure

FY 2025

	Major Fund	Non-Major Fund	Budgeted	Non-Budgeted
Governmental Funds				
General Fund	X		X	
Street Maintenance Fund		X	X	
Debt Service Fund		X	X	
Capital Projects Funds:				
Governmental Capital Projects Fund		X	X	
Governmental Grants Capital Projects Fund		X	X	
Streets Grant Fund		X		X
Streets Capital Projects Fund		X	X	
Special Revenue Funds:				
Child Safety Fund		X	X	
Community Improvement Fund		X	X	
Court Security Fund		X	X	
Hotel Occupancy Tax Fund		X	X	
Opioid Abatement		X		X
Leose Grant		X		X
General Donation Fund		X		X
Seizure Fund		X		X
PEG Fund		X		X
Police Donations Fund		X		X
Festival Fund		X		X
Grants Fund		X		X
Court Technology Fund		X		X
Truancy Prevention/Diversion Fund		X		X
Court Jury Fund		X		X
HOME Grant Fund		X		X
Proprietary Funds				
Enterprise Funds				
Drainage Fund		X	X	
Water/Sewer Fund	X		X	
Water/Sewer Capital Projects Fund		X	X	
Water/Sewer Grants Fund		X	X	
2014 CO's - W/S Portion	X		X	
Component Unit				
Bellmead Economic Development Corporation		X	X	
Total	3	26	16	13

CITY OF BELLMEAD
Fund Structure
Operating Funds - Budgeted
FY 2025

Function/Department	Major Funds		Non-Major Funds			Bellmead Economic Development Corporation
	General Fund	Water / Sewer Fund	Street Maintenance Fund	Hotel / Motel Fund	Drainage Fund	
General Government						
City Council	X					
Administration	X	X	X		X	X
Finance	X	X	X		X	X
Building Maintenance	X			X		
Community Development	X					X
Public Safety						
Municipal Court	X					
Police	X					
Fire	X					
Culture & Recreation						
Parks	X					
Civic Center				X		
Public Works						
Administration	X	X	X		X	
Streets			X			
Fleet	X					
Water		X				
Sewer		X				
Drainage					X	

ELECTED OFFICIALS

CITY COUNCIL

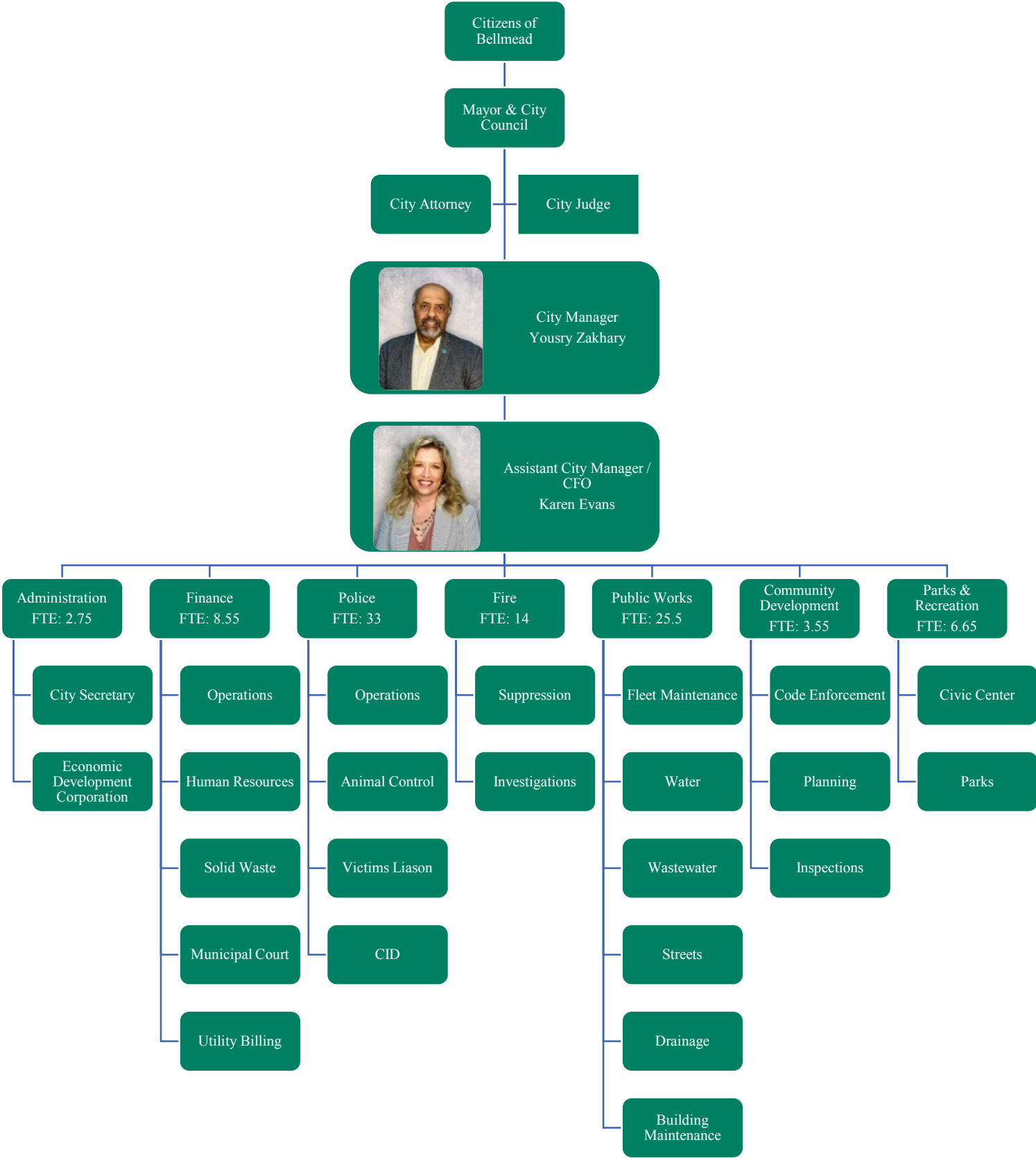
Two-Year Terms

<u>NAME</u>	<u>PRECINCT</u>	<u>TERM EXPIRES</u>
James Cleveland, Mayor	III	May 2026
Bryan Winget, Mayor Pro Tem	V	May 2025
Karen Coleman	I	May 2025
Travis Gibson	II	May 2025
Tommy Bainbridge	IV	May 2026
Gary Moore	At Large	May 2026

CITY COUNCIL MEMBERS



BELLMEAD ORGANIZATIONAL CHART



APPOINTED OFFICIALS

CITY STAFF

<u>NAME</u>	<u>POSITION</u>	<u>HIRE DATE</u>
Yousry Zakhary	City Manager	January 23, 2019
Karen Evans	Assistant City Manager/CFO	December 31, 2018
Billy Hlavenka	Fire Chief	September 14, 1992
Shawn Myatt	Police Chief	July 5, 2022
Craig Rice	Public Works Director	March 11, 2024
Fred Morris	Director of Comm. Development	October 30, 2023
Shannon Garcia	Interim City Secretary	August 19, 2024
Kevin Madison	City Judge	September 17, 2024
Charlie Buenger	City Attorney	March 2014

BOARDS AND COMMISSIONS

Board of Adjustment

Two-Year Terms

<u>Name</u>	<u>Representative</u>	<u>Term Expires</u>
Vacant	Property Owner	July 01, 2025
Vacant	Property Owner	July 01, 2026
Selena Hubbard	Property Owner	July 01, 2026
Juan Jose Neira	Property Owner	July 01, 2026
Cameron Gomez	Property Owner	July 01, 2025

Economic Development Corporation

Two-Year Terms

<u>Name</u>	<u>Representative</u>	<u>Term Expires</u>
Charlie J. Morgan, Chair	Resident	July 01, 2026
Cathie Bainbridge	Resident	July 01, 2026
Jaelyn Maladdie	Resident	July 01, 2026
Victoria Tellez	Resident	July 01, 2026
Tommy Bainbridge	Council Member	July 01, 2026
Travis Gibson	Council Member	May 01, 2025
Karen Coleman	Council Member	May 01, 2025
Yousry Zakhary	City Manager	Ex Officio
Karen Evans	Chief Financial Officer	Ex Officio



Planning and Zoning Commission

Two-Year Terms

<u>Name</u>	<u>Representative</u>	<u>Term Expires</u>
Johnny Coleman	Precinct I	July 01, 2025
Vacant	Precinct II	July 01, 2025
Charlie Morgan, Chair	Precinct III	July 01, 2026
Vacant	Precinct IV	July 01, 2026
David Poulter	Precinct V	July 01, 2025
Aaron Beyk	At-large	July 01, 2026

Parks and Recreation Board

Two-Year Terms

<u>Name</u>	<u>Representative</u>	<u>Term Expires</u>
Glenda Poulter	Precinct I	July 01, 2025
Iris Miles	Precinct II	July 01, 2025
Katrinna Forest	Precinct III	July 01, 2026
Bradley Vaughn, Chair	Precinct IV	July 01, 2026
May Frances Carline	Precinct V	July 01, 2025
Cathie Bainbridge, Vice Chair	At Large	July 01, 2026
Julia Story	La Vega ISD	July 01, 2026
Vacant	Bellmead COC	July 01, 2026

CITY OF BELLMEAD

Paid Personnel In Full-Time Equivalent FY 2025

	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Estimated	FY 2025 Budget	% Change from FY 2021
General Fund						
Administration	2.30	2.30	2.05	2.20	2.20	-4.35%
Finance	2.57	2.57	3.45	3.25	3.80	a 47.86%
Municipal Court	1.50	1.50	1.00	1.00	1.00	-33.33%
Police	34.95	34.00	34.00	32.00	32.00	-8.44%
Fire	15.00	14.00	15.00	14.00	14.00	-6.67%
Public Works - Fleet	1.45	1.30	1.30	1.30	1.25	d -13.79%
Parks & Recreation	2.15	2.30	2.30	2.15	2.15	0.00%
Building Maintenance	0.25	0.50	0.50	1.50	1.50	500.00%
Community Development	-	2.00	1.65	3.55	3.55	N/A
Total General Fund	60.17	60.47	61.25	60.95	61.45	2.13%
Water/Sewer Fund						
Utility Collections	3.23	3.23	3.65	3.30	3.75	a 16.10%
Public Works-Administration	0.95	0.95	1.15	1.40	1.20	d 26.32%
Public Works-Water	6.60	6.60	5.80	5.80	7.20	b, e 9.09%
Public Works-Sewer	3.40	3.40	4.20	4.20	4.80	c, e 41.18%
Total Water/Sewer Fund	14.18	14.18	14.80	14.70	16.95	19.53%
Drainage Fund	-	-	3.00	3.45	3.60	d NA
Street Maintenance Fund	5.85	5.85	5.85	5.85	5.95	d 1.71%
Economic Development Fund	0.55	0.55	0.55	0.55	0.55	0.00%
Special Revenue Funds						
Child Safety Fund	0.50	0.50	0.50	1.00	1.00	100.00%
Community Improvement Fund	-	1.00	1.00	-	-	NA
Court Security Fund	0.05	-	-	-	-	-100.00%
Hotel/Motel Fund	4.70	4.45	4.05	4.50	4.50	-4.26%
Total Special Revenue Funds	5.25	5.95	5.55	5.50	5.50	4.76%
Total Staffing	86.00	87.00	91.00	91.00	94.00	9.30%

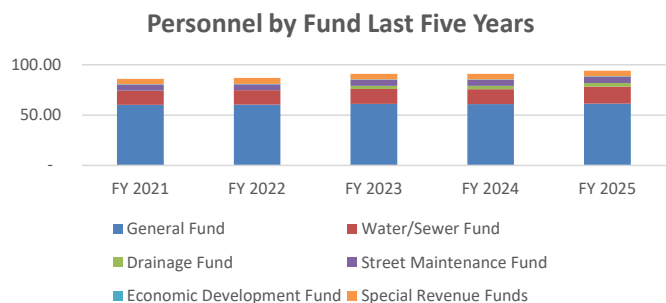
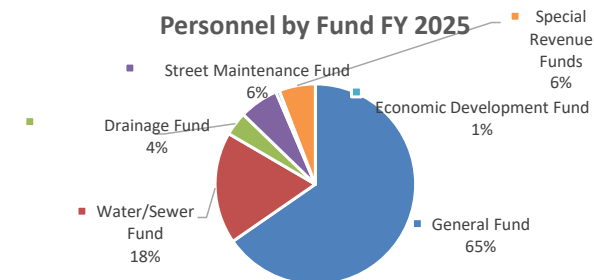
a. Addition of Assistant Finance Director.

b. Addition of Well Technician.

c. Addition of Lift Station Technician.

d. Assistant Public Works Director position restructured to Streets Superintendent

e. Crew Leader position restructured as Lead Water Systems Operator.



**City of Bellmead
Pay Scale
FY 2025**

	Minimum	Mid-Point	Maximum
Salary Range 1			
Interns			
Seasonal	\$ 34,462	\$ 40,492	\$ 46,523
Temps	\$ 16,568	\$ 19,467	\$ 22,367
Salary Range 2			
Custodian	\$ 36,922	\$ 43,384	\$ 49,845
	\$ 17,751	\$ 20,858	\$ 23,964
Salary Range 3			
Lift Station Technician			
Meter Technician			
Well Technician	\$ 38,154	\$ 44,831	\$ 51,508
Worker I (Utilities, Drainage, Parks, Streets, CC)	\$ 18,343	\$ 21,554	\$ 24,764
Salary Range 4			
Court Clerk			
Customer Service Representative			
Records Clerk	\$ 40,062	\$ 47,073	\$ 54,084
Worker II (Utilities, Drainage, Parks, Streets, CC)	\$ 19,261	\$ 22,631	\$ 26,002
Salary Range 5			
Accounting Specialist			
Animal Control Officer			
Crime Victim Liasion			
Executive Assistant-Department Head	\$ 42,065	\$ 49,427	\$ 56,788
Permits Clerk	\$ 20,224	\$ 23,763	\$ 27,302
Salary Range 6			
Code Enforcement Officer	\$ 44,308	\$ 52,062	\$ 59,816
Utility Billing Specialist	\$ 21,302	\$ 25,030	\$ 28,758
Salary Range 7			
Communications Operator I			
Crew Leader (Utilities, Drainage, Parks, Streets)			
Fleet Technician	\$ 47,385	\$ 55,677	\$ 63,970
Lead Water Systems Operator	\$ 22,781	\$ 26,768	\$ 30,755
Salary Range 8			
Communications Operator II (over 2 years)	\$ 49,754	\$ 58,461	\$ 67,168
	\$ 23,920	\$ 28,106	\$ 32,292
Salary Range 9			
Administrative Assistant-City Manager			
Foreman (Utilities, Drainage, Parks, Streets)			
HR Generalist			
Mechanic			
Police Cadet	\$ 52,242	\$ 61,384	\$ 70,527
Senior Communications Operator (over 3 years)	\$ 25,116	\$ 29,512	\$ 33,907
Salary Range 10			
Communications Supervisor			
GIS Technician	\$ 56,862	\$ 66,813	\$ 76,764
Staff Accountant	\$ 27,338	\$ 32,122	\$ 36,906

City of Bellmead
Pay Scale
FY 2025

	Minimum	Mid-Point	Maximum
Salary Range 11			
Civic Center Manager	\$ 59,768	\$ 70,228	\$ 80,687
Facilities Manager	\$ 28.735	\$ 33.763	\$ 38.792
Firefighter (based on 2990 hours)	\$ 19.989	\$ 23.488	\$ 26.986
Salary Range 12			
Court Administrator			
Building Inspector	\$ 62,757	\$ 73,739	\$ 84,722
Police Officer I	\$ 30.171	\$ 35.451	\$ 40.732
Salary Range 13			
Detective	\$ 66,617	\$ 78,275	\$ 89,933
Police Officer II (over 2 years)	\$ 32.027	\$ 37.632	\$ 43.237
Salary Range 14			
Building Superintendent			
Parks & Recreation Manager			
Streets Superintendent	\$ 71,314	\$ 83,794	\$ 96,274
Utilities Superintendent	\$ 34.286	\$ 40.286	\$ 46.286
Salary Range 15			
	\$ 75,816	\$ 89,084	\$ 102,352
	\$ 36.450	\$ 42.829	\$ 49.208
Salary Range 16			
City Secretary			
Fire Marshal	\$ 79,607	\$ 93,538	\$ 107,469
Police Sergeant	\$ 38.273	\$ 44.970	\$ 51.668
Fire Lieutenant (based on 2990 hours)	\$ 26.624	\$ 31.284	\$ 35.943
Salary Range 17			
Building Official	\$ 83,587	\$ 98,215	\$ 112,843
	\$ 40.186	\$ 47.219	\$ 54.251
Salary Range 18			
HR Manager	\$ 94,770	\$ 111,355	\$ 127,940
Police Lieutenant	\$ 45.563	\$ 53.536	\$ 61.509
Salary Range 19			
Assistant Finance Director			
Assistant Police Chief	\$ 105,000	\$ 123,375	\$ 141,750
Assistant Public Works Director	\$ 50.481	\$ 59.315	\$ 68.149
Salary Range 20			
	\$ 115,250	\$ 135,419	\$ 155,588
	\$ 55.409	\$ 65.105	\$ 74.802
Salary Range 21			
Chief Financial Officer			
Director of Community Development			
Fire Chief			
Police Chief	\$ 125,000	\$ 146,875	\$ 168,750
Public Works Director	\$ 60.096	\$ 70.613	\$ 81.130
Salary Range 22			
	\$ 165,000	\$ 193,875	\$ 222,750
Assistant City Manager/CFO	\$ 79.327	\$ 93.209	\$ 107.091
Salary Range 23			
	\$ 195,000	\$ 229,125	\$ 263,250
City Manager	\$ 93.750	\$ 110.156	\$ 126.563

City of Bellmead Certification & Education Pay Tables

Education	Annual
Ph.D.	\$4,370
Master/CPA	\$3,280
Bachelor	\$2,190
Associates	\$ 990

Utility	Annual
A - U.L.	\$2,350
B – U.L./Class 3 Water/Wastewater	\$2,350
C – U.L./Class 2 Water/Wastewater	\$1,220
D – U.L./Class 1 Water/Wastewater	\$ 550
CDL with Airbrakes and Tanker Endorsement	\$1,260

Public Safety	Annual
Master Peace Officer	\$1,710
Advanced Peace Officer	\$1,590
Intermediate Peace Officer	\$1,470
Basic Peace Officer	\$ 0
Master Firefighter	\$1,640
Advanced Firefighter	\$1,210
Intermediate Firefighter	\$ 990
Basic Firefighter	\$ 0

Telecommunications	Annual
Master	\$2,050
Advanced	\$1,420
Intermediate	\$ 990
Basic	\$ 0



City Certificates	Annual
IIMC – Municipal Clerk, MMC	\$1,640
IIMC – Municipal Clerk, CMC	\$1,210
Texas Registered Municipal Clerk, TRMC	\$ 990
Certified Municipal Court Clerk III	\$1,210
Certified Municipal Court Clerk II	\$ 990
Certified Municipal Court Clerk I	\$ 0
Bilingual (Fluent) Spanish	\$1,210



CITY OF BELLMEAD
Budget Summary - All Funds
FY 2025

	Projected Beginning Fund Balance	FY 2025 Revenues	FY 2025 Expenditures	Change in Fund Balance	Projected Ending Fund Balance ²	Fund Balance Reserve	% Change in Fund Balance
Operating Funds							
1 General Fund	\$ 4,084,897	\$ 9,432,900	\$ 10,357,574	\$ (924,674)	\$ 3,160,223	30.51%	-22.64%
1 Water & Sewer Fund	2,651,276	5,236,832	5,236,832	-	2,651,276	50.63%	0.00%
Drainage Fund	342,803	428,539	376,346	52,193	394,996	104.96%	15.23%
Street Maintenance Fund	3,667,997	1,139,668	1,608,673	(469,005)	3,198,992	198.86%	-12.79%
Subtotal Operating Funds	<u>10,746,973</u>	<u>16,237,939</u>	<u>17,579,425</u>	<u>(1,341,486)</u>	<u>9,405,487</u>	<u>53.50%</u>	<u>-12.48%</u>
Debt Service Fund	296,079	437,021	407,107	29,914	325,993	80.08%	10.10%
Economic Development Fund	2,793,844	1,122,284	2,648,231	(1,525,947)	1,267,897	47.88%	-54.62%
Special Revenue Funds							
Child Safety Fund	44,449	17,600	24,935	(7,335)	37,114	148.84%	-16.50%
Community Improvement Fund	1,132,157	208,400	270,965	(62,565)	1,069,592		
Court Security Fee Fund	24,038	9,300	28,800	(19,500)	4,538	15.76%	-81.12%
Hotel/Motel Fund	3,172,621	911,344	808,299	103,045	3,275,666	405.25%	3.25%
Subtotal Special Revenue Funds	<u>4,373,265</u>	<u>1,146,644</u>	<u>1,132,999</u>	<u>13,645</u>	<u>4,386,910</u>	<u>387.19%</u>	<u>0.31%</u>
Capital Projects Funds							
Governmental Grants Capital Projects Fund	236,483	157,300	393,783	(236,483)	-		
Water/Sewer Capital Projects Fund	2,123,963	308,480	2,432,443	(2,123,963)	-		
Governmental Capital Projects Fund	2,391,228	1,112,000	3,503,228	(2,391,228)	-		
Water/Sewer Grants Fund	54,010	2,085,296	2,139,306	(54,010)	-		
1 2014 Certificates of Obligation-WS Portion	6,320,384	300,000	6,620,384	(6,320,384)	-		
Streets Capital Projects Fund	-	150,415	150,415	-	-		
Subtotal Capital Projects Funds	<u>11,126,068</u>	<u>4,113,491</u>	<u>15,239,559</u>	<u>(11,126,068)</u>	<u>-</u>	<u>0.00%</u>	<u>-100.00%</u>
Total All Funds	<u>\$ 29,336,228</u>	<u>\$ 23,057,379</u>	<u>\$ 37,007,321</u>	<u>\$ (13,949,942)</u>	<u>\$ 15,386,286</u>	<u>41.58%</u>	<u>-47.55%</u>

¹ Major Funds

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

CITY OF BELLMEAD
Annual Budget
Summary of Sources and Uses
FY 2025

	General Fund	Water & Sewer Fund	Drainage Fund	Street Maintenance Fund	Economic Development Fund	Debt Service Fund	Special Revenue Funds	Capital Projects Funds	Total for All Funds
Revenues									
Property Taxes	\$ 2,009,983	\$ -	\$ -	\$ -	\$ -	\$ 417,021	\$ -	\$ 144,630	\$ 2,571,634
Sales Taxes	3,923,400	-	-	962,300	962,300	-	653,084	-	6,501,084
Franchise Fees	593,300	-	-	-	-	-	-	-	593,300
Licenses and Permits	237,023	-	-	-	-	-	-	-	237,023
Intergovernmental Revenues	716	-	-	-	-	-	13,100	2,205,296	2,219,112
Charges for Services	1,708,600	5,057,632	413,539	-	-	-	-	-	7,179,771
Fines and Forfeitures	330,700	-	-	-	-	-	9,800	-	340,500
Investment Income	222,000	179,200	15,000	177,368	159,984	20,000	320,660	516,085	1,610,297
Other Income	2,500	-	-	-	-	-	-	-	2,500
Other Financing Sources	404,678	-	-	-	-	-	150,000	1,247,480	1,802,158
Total Revenues	9,432,900	5,236,832	428,539	1,139,668	1,122,284	437,021	1,146,644	4,113,491	23,057,379
Operating Expenditures									
Personnel	6,257,777	1,408,839	292,544	503,563	118,765	-	384,025	-	8,965,513
Supplies	213,818	167,720	7,510	25,850	5,500	-	15,830	-	436,228
Repairs & Maintenance	191,469	568,500	27,500	1,059,000	-	-	310,200	-	2,156,669
Professional Services	392,231	242,802	6,159	5,500	141,673	-	227,832	-	1,016,197
Services	733,279	591,973	26,018	14,760	57,293	-	195,112	-	1,618,435
Waste Collection	1,519,000	-	-	-	-	-	-	-	1,519,000
Water Purchases	-	413,240	-	-	-	-	-	-	413,240
Sewer Treatment	-	660,909	-	-	-	-	-	-	660,909
Contingency	50,000	-	-	-	-	-	-	-	50,000
Total Operating Expenditures	9,357,574	4,053,983	359,731	1,608,673	323,231	-	1,132,999	-	16,836,191
Non-Operating Expenditures									
Project Funding	-	-	-	-	100,000	-	-	-	100,000
Capital Outlay	-	64,400	-	-	-	-	-	15,239,559	15,303,959
Debt Service	-	492,906	-	-	-	407,107	-	-	900,013
Transfers to Other Funds	1,000,000	625,543	16,615	-	2,225,000	-	-	-	3,867,158
Total Non-Operating Expenditures	1,000,000	1,182,849	16,615	-	2,325,000	407,107	-	15,239,559	20,171,130
Total Expenditures	10,357,574	5,236,832	376,346	1,608,673	2,648,231	407,107	1,132,999	15,239,559	37,007,321
Net Change in Fund Balance	(924,674)	-	52,193	(469,005)	(1,525,947)	29,914	13,645	(11,126,068)	(13,949,942)
Fund Balance, Beginning	4,084,897	2,651,276	342,803	3,667,997	2,793,844	296,079	4,373,265	11,126,068	29,336,228
Fund Balance, Ending	\$ 3,160,223	\$ 2,651,276	\$ 394,996	\$ 3,198,992	\$ 1,267,897	\$ 325,993	\$ 4,386,910	\$ -	\$ 15,386,286

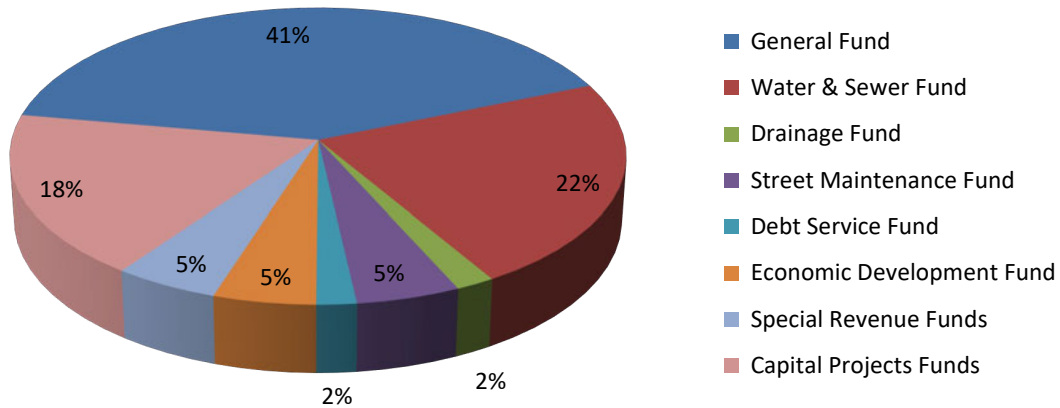
CITY OF BELLMEAD
Combined Annual Budget Summary
FY 2025

	FY 2023	FY 2024	FY 2024	FY 2025
	Actuals	Budget	Estimated	Budget
Revenues				
Operating Funds				
1 General Fund	\$ 8,250,673	\$ 8,662,368	\$ 8,783,827	\$ 9,432,900
1 Water & Sewer Fund	4,728,627	4,854,740	4,817,697	5,236,832
Drainage Fund	277,649	416,712	420,872	428,539
Street Maintenance Fund	976,379	1,007,806	1,089,495	1,139,668
Economic Development Fund	974,637	1,009,750	1,640,714	1,122,284
Debt Service Fund	396,068	426,162	417,000	437,021
Special Revenue Funds				
Hotel/Motel Fund	831,192	868,809	868,192	911,344
Special Revenue Funds	208,074	202,800	235,452	235,300
Capital Projects Funds				
Governmental Grants Capital Projects Fund	438,792	75,000	82,346	157,300
Water/Sewer Capital Projects Fund	868,094	1,224,114	1,262,565	308,480
Water/Sewer Grants Fund	385,230	2,195,767	414,696	2,085,296
1 2014 Certificates of Obligation - WS Portion	666,744	892,000	1,040,000	300,000
Governmental Capital Projects Fund	619,067	563,316	592,000	1,262,415
Streets Capital Projects Fund	-	-	-	150,415
Total Revenues	19,621,226	22,399,344	21,664,856	23,207,794
Operating Expenditures				
1 General Fund	7,069,010	8,659,355	8,166,643	9,357,574
1 Water & Sewer Fund	2,978,026	3,600,858	3,684,659	4,053,983
Drainage Fund	38,534	325,430	317,184	359,731
Street Maintenance Fund	749,953	1,007,806	996,298	1,608,673
Economic Development Fund	94,634	223,410	181,614	323,231
Special Revenue Funds				
Hotel/Motel Fund	366,000	575,936	545,201	808,299
Special Revenue Funds	41,291	342,275	101,269	324,700
Total Operating Expenditures	11,337,449	14,735,070	13,992,868	16,836,191
Non-Operating Expenditures				
1 General Fund	485,083	500,000	500,000	1,000,000
1 Water & Sewer Fund	928,687	1,253,882	1,252,708	1,182,849
Drainage Fund	-	-	-	16,615
Economic Development Fund	1,335,000	1,500,000	1,438,827	2,325,000
Debt Service Fund	403,869	406,288	405,424	407,107
Capital Projects Funds				
Governmental Grants Capital Projects Fund	523,733	-	5,500	393,783
Water/Sewer Capital Projects Fund	169,648	2,346,432	396,557	2,432,443
Water/Sewer Grants Fund	297,718	2,572,408	456,025	2,139,306
1 2014 Certificates of Obligation - WS Portion	-	6,147,210	-	6,620,384
Special Revenue Funds	-	126,000	127,000	-
Governmental Capital Projects Fund	414,192	1,786,289	194,380	3,653,643
Streets Capital Projects Fund	-	-	-	150,415
Total Non-Operating Expenditures	4,557,930	16,638,509	4,776,421	20,321,545
Total Expenditures	15,895,379	31,373,579	18,769,289	37,157,736
Net Change in Fund Balance	\$ 3,725,847	\$ (8,974,235)	\$ 2,895,567	(13,949,942)
Fund Balance, Beginning				29,336,228
Fund Balance, Ending				\$ 15,386,286

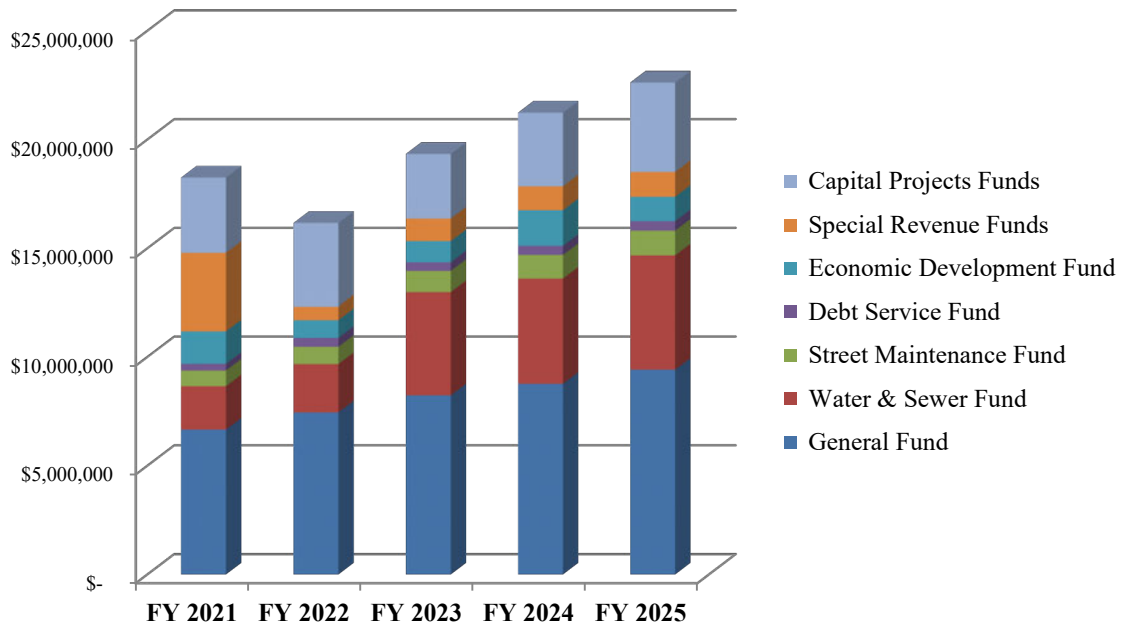
1 Major Funds

All Funds

FY 2025 Budget - Revenues by Fund

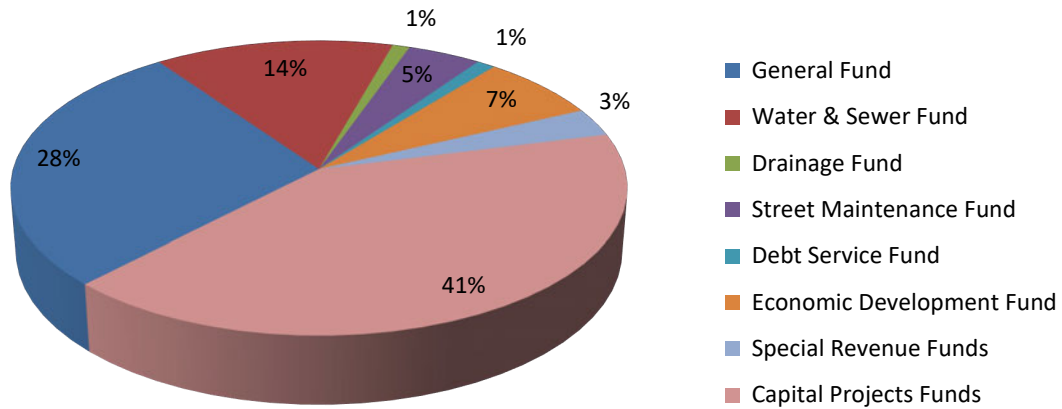


Last Five Years - Revenues by Fund

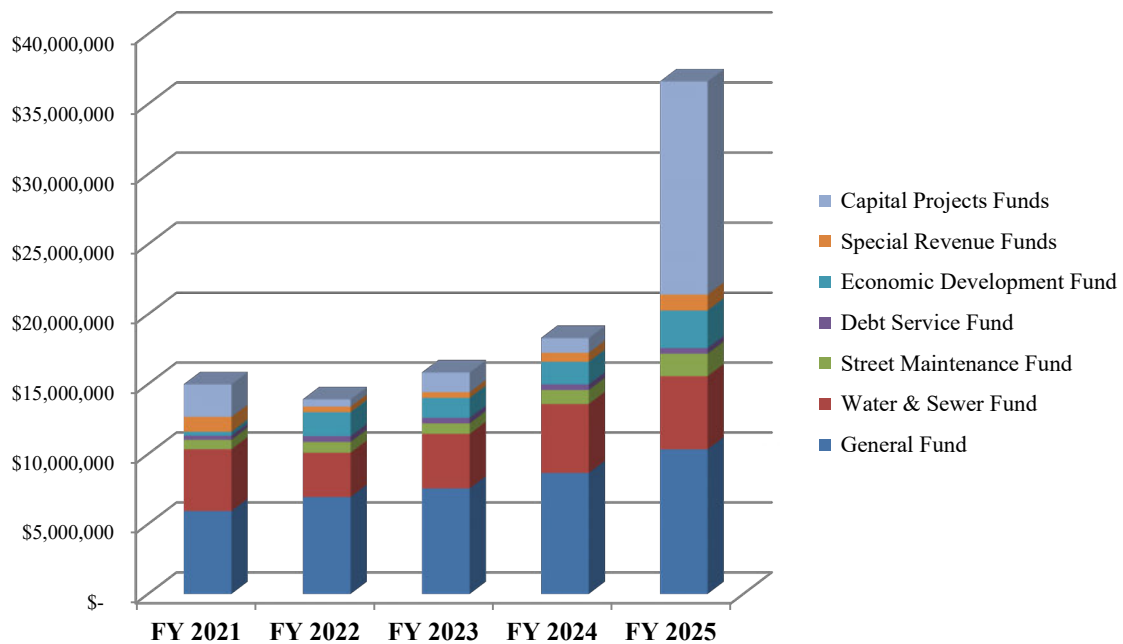


All Funds

FY 2025 Budget - Expenditures by Fund



Last Five Years - Expenditures by Fund







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.



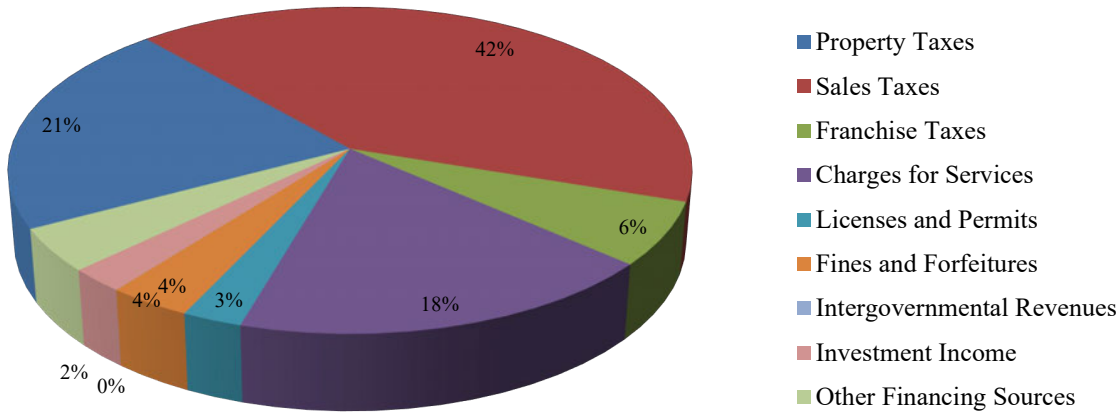
**General Fund
Budget Summary
FY 2025**

	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget	Percent of Budget	% Change FY 2024 Budget
Revenues						
Property Taxes	\$ 1,665,637	\$ 1,926,634	\$ 1,884,305	2,009,983	21.31%	4.33%
Sales Taxes	3,481,529	3,691,200	3,680,159	3,923,400	41.59%	6.29%
Franchise Taxes	599,758	617,100	582,411	593,300	6.29%	-3.86%
Licenses and Permits	127,617	140,600	193,283	237,023	2.51%	68.58%
Intergovernmental Revenues	74,052	59,969	428	716	0.01%	-98.81%
Charges for Services	1,523,291	1,548,700	1,608,735	1,708,600	18.11%	10.32%
Fines and Forfeitures	225,881	214,300	290,358	330,700	3.51%	54.32%
Investment Income	137,148	125,375	217,756	222,000	2.35%	77.07%
Other Income	2,111	2,200	2,541	2,500	0.03%	13.64%
Other Financing Sources	413,649	336,290	323,851	404,678	4.29%	20.34%
Total Revenues	8,250,673	8,662,368	8,783,827	9,432,900	100.00%	8.90%
Operating Expenditures						
General Government						
City Council	33,282	47,147	31,729	62,171	0.60%	31.87%
Administration - City Manager	190,766	229,912	208,939	244,636	2.36%	6.40%
Administration - City Secretary	98,839	130,244	127,426	134,061	1.29%	2.93%
Finance - Operations	220,597	267,834	268,195	380,990	3.68%	42.25%
Finance - Solid Waste	1,389,505	1,415,850	1,458,436	1,539,734	14.87%	8.75%
Finance - Human Resources	74,302	85,620	87,910	139,358	1.35%	62.76%
Building Maintenance	57,597	177,435	66,065	182,783	1.76%	3.01%
Community Development - Inspections	64,926	300,157	211,924	232,239	2.24%	-22.63%
Community Development - Planning	71,955	157,711	144,611	185,433	1.79%	17.58%
Other Costs	112,852	235,230	119,090	335,000	3.23%	42.41%
Total General Government	2,314,620	3,047,140	2,724,325	3,436,405	33.18%	12.77%
Public Safety						
Municipal Court	108,216	156,694	154,063	146,260	1.41%	-6.66%
Police - Operations	2,666,136	3,308,556	3,239,800	3,015,444	29.11%	-8.86%
Police - Animal Control	128,158	107,426	105,185	202,742	1.96%	88.73%
Police - VCLG	49,494	64,670	-	-	0.00%	-100.00%
Police - VAWA CID	69,100	-	-	-	0.00%	N/A
Police - Communications	-	-	-	470,872	4.55%	N/A
Fire - Suppression	1,314,645	1,529,092	1,521,265	1,576,277	15.22%	3.09%
Fire - Investigations	97,394	122,708	124,567	139,377	1.35%	13.58%
Total Public Safety	4,433,144	5,289,146	5,144,881	5,550,972	53.59%	4.95%
Public Works - Fleet	114,635	123,740	98,165	119,257	1.15%	-3.62%
Culture & Recreation	206,611	199,329	199,272	250,940	2.42%	25.89%
Total Operating Expenditures	7,069,010	8,659,355	8,166,643	9,357,574	90.35%	8.06%
Non-Operating Expenditures						
Capital Outlay	-	-	-	-	0.00%	N/A
Transfers Out	485,083	500,000	500,000	1,000,000	9.65%	100.00%
Total Non-Operating Expenditures	485,083	500,000	500,000	1,000,000	9.65%	100.00%
Total Expenditures	7,554,093	9,159,355	8,666,643	10,357,574	100.00%	13.08%
Net Change in Fund Balance	696,579	(496,987)	117,184	(924,674)		
Fund Balance, Beginning				4,084,897		
Fund Balance, Ending				3,160,223		
Minimum Fund Balance				2,339,394		
Projected Fund Balance in Excess of Minimum				820,830		

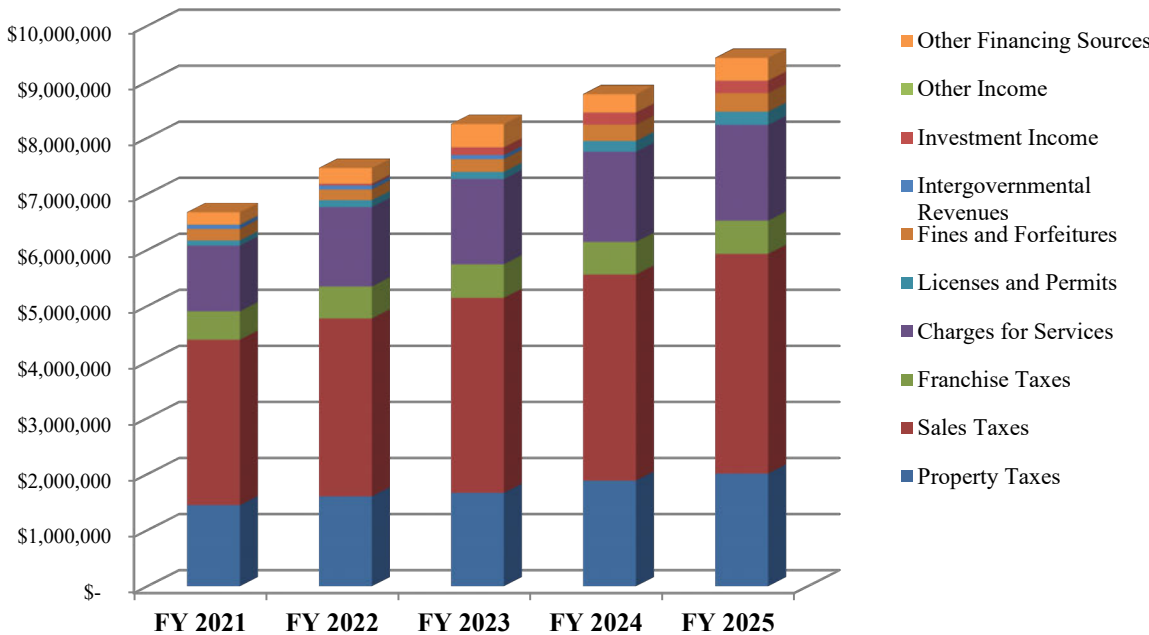
Decrease in fund balance is planned and results from the use of fund balance for transfers out to fund infrastructure projects.

General Fund

FY 2025 Budget - Revenues by Source

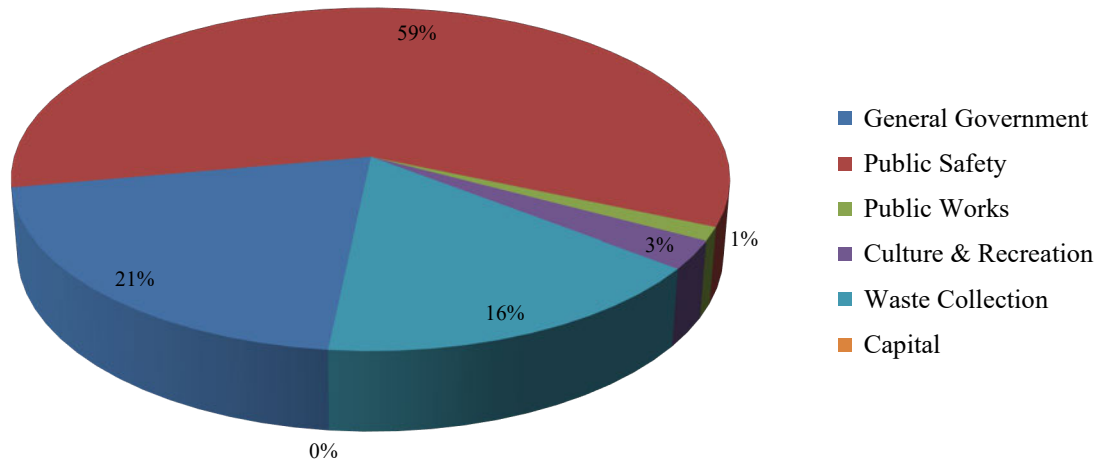


Last Five Years - Revenues by Source

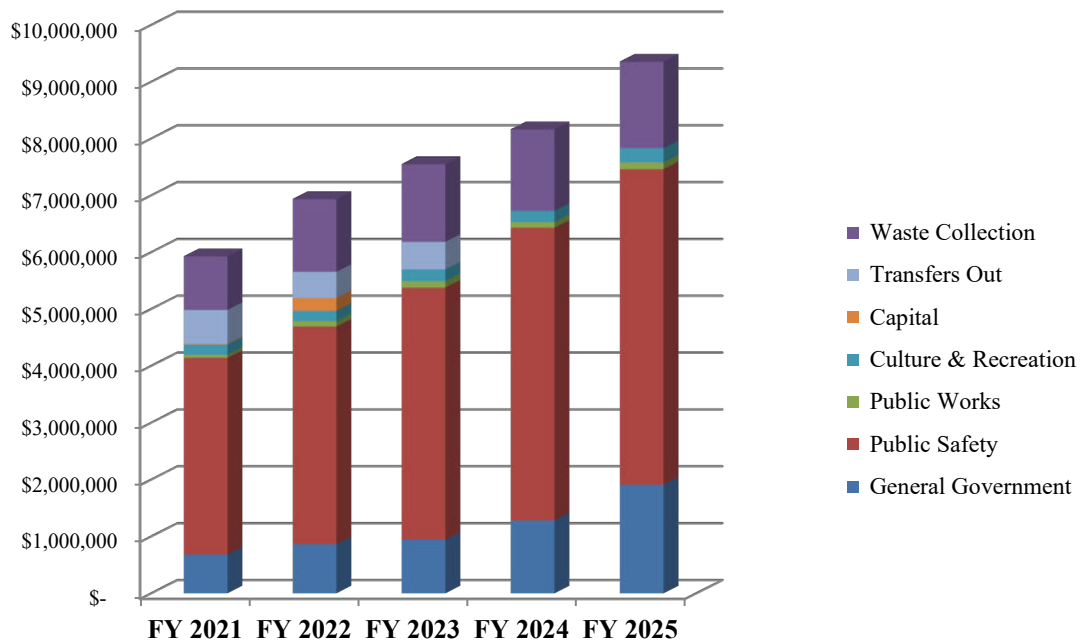


General Fund

FY 2025 Budget - Expenditures by Character



Last Five Years - Expenditures by Character



General Fund Revenues

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-4111	Ad Valorem Taxes	\$ 1,598,633	\$ 1,861,634	\$ 1,819,647	\$ 1,937,983
10-4112	Delinquent Ad Valorem Taxes	\$ 31,305	\$ 28,000	\$ 33,572	\$ 36,000
10-4121	Sales Tax Revenue	\$ 3,407,049	\$ 3,610,600	\$ 3,603,535	\$ 3,849,200
10-4131	Bingo Tax Revenue	\$ 66,942	\$ 69,200	\$ 69,255	\$ 66,800
10-4132	Mixed Beverage Tax	\$ 7,538	\$ 11,400	\$ 7,369	\$ 7,400
10-4181	Electric Franchise Tax	\$ 303,839	\$ 303,800	\$ 301,446	\$ 303,700
10-4182	Cable Franchise Tax	\$ 64,535	\$ 67,000	\$ 60,236	\$ 57,800
10-4183	Gas Franchise Tax	\$ 109,899	\$ 123,100	\$ 97,046	\$ 102,100
10-4184	Telecom Franchise Tax	\$ 8,948	\$ 12,900	\$ 6,960	\$ 6,000
10-4185	Garbage Franchise Tax	\$ 112,537	\$ 110,300	\$ 116,723	\$ 123,700
10-4191	Tax Penalty and Interest	\$ 35,699	\$ 37,000	\$ 31,086	\$ 36,000
	Total Taxes	\$ 5,746,923	\$ 6,234,934	\$ 6,146,875	\$ 6,526,683
10-4211	Mobile Home Park Permits	\$ 3,180	\$ 3,000	\$ 3,320	\$ 3,400
10-4213	Fire Protection Permits	\$ 10	\$ -	\$ 928	\$ 900
10-4215	Business Licenses	\$ 27,100	\$ 38,800	\$ 29,620	\$ 51,500
10-4216	Alcohol Permits	\$ 1,245	\$ 600	\$ 3,975	\$ -
10-4218	Game Room Permits	\$ -	\$ -	\$ 150	\$ 123
10-4221	Building Permits	\$ 52,682	\$ 57,300	\$ 106,276	\$ 129,500
10-4222	Plumbing Permits	\$ 15,687	\$ 12,700	\$ 16,620	\$ 17,100
10-4223	Electrical Permits	\$ 19,233	\$ 19,600	\$ 21,592	\$ 24,000
10-4224	Mechanical Permits	\$ 4,635	\$ 4,600	\$ 6,627	\$ 6,100
10-4226	Garage Sale Permits	\$ 1,670	\$ 1,800	\$ 1,620	\$ 1,600
10-4227	Short Term Rental Permit	\$ 600	\$ 500	\$ 1,200	\$ 1,400
10-4228	Specific Use Permits	\$ 300	\$ 300	\$ 300	\$ 300
10-4230	Node Permits	\$ 250	\$ 300	\$ 250	\$ 200
10-4231	Solicitation Permits	\$ -	\$ -	\$ 380	\$ 500
10-4232	Special Events Permits	\$ 75	\$ 300	\$ 175	\$ 200
10-4233	Vendor Registrations	\$ 950	\$ 800	\$ 250	\$ 200
	Total Licenses & Permits	\$ 127,617	\$ 140,600	\$ 193,283	\$ 237,023
10-4312	VAWA Grant Revenue	\$ 27,770	\$ -	\$ -	\$ -
10-4313	FEMA Grant Revenue	\$ -	\$ -	\$ -	\$ -
10-4341	VCLG Grant Revenue	\$ 41,049	\$ 57,969	\$ -	\$ -
10-4343	BVP Grant Revenue	\$ 752	\$ 2,000	\$ 428	\$ 716
10-4344	STEP Grant Revenue	\$ 4,482	\$ -	\$ -	\$ -
	Total Intergovernmental	\$ 74,052	\$ 59,969	\$ 428	\$ 716
10-4411	Zoning & Subdivision Fees	\$ 12,721	\$ 14,800	\$ 9,225	\$ 13,800
10-4413	Online Convenience Fees	\$ 3,922	\$ -	\$ 17,548	\$ 17,500
10-4414	Open Record Request Fees	\$ 1,938	\$ 2,600	\$ 2,829	\$ 3,200
10-4415	Court Administration Fees	\$ 10,871	\$ 9,900	\$ 12,825	\$ 15,300
10-4416	Abandoned Vehicle Fees	\$ -	\$ -	\$ -	\$ -
10-4421	Animal Control Revenue	\$ -	\$ 300	\$ 509	\$ 500
10-4422	Code Enforcement Liens	\$ 2,068	\$ 1,700	\$ 7,561	\$ 7,600
10-4430	Emergency Response Fees	\$ -	\$ -	\$ -	\$ -
10-4439	Refuse Delinquent Penalties	\$ 24,966	\$ 27,300	\$ 22,249	\$ 23,800
10-4441	Refuse Collection Fees - Residential	\$ 747,099	\$ 764,800	\$ 776,581	\$ 829,500
10-4442	Refuse Collection Fees - Commercial	\$ 716,696	\$ 724,100	\$ 757,143	\$ 795,000
10-4443	Recycling Proceeds	\$ 2,310	\$ 2,500	\$ 55	\$ -
10-4475	Park Rental Fees	\$ 700	\$ 700	\$ 2,210	\$ 2,400
	Total Charges for Services	\$ 1,523,291	\$ 1,548,700	\$ 1,608,735	\$ 1,708,600
10-4511	Fines and Fees	\$ 225,881	\$ 214,300	\$ 290,358	\$ 330,700
	Total Fines & Forfeitures	\$ 225,881	\$ 214,300	\$ 290,358	\$ 330,700
10-4611	Interest	\$ 131,925	\$ 114,200	\$ 211,541	\$ 215,800
10-4631	Vending Machine Commissions	\$ 223	\$ 200	\$ 339	\$ 300
10-4632	Amusement Machine Commissions	\$ -	\$ -	\$ 600	\$ 600
10-4635	Rebates	\$ -	\$ 5,900	\$ 276	\$ 300
10-4641	Contributions	\$ 5,000	\$ 5,075	\$ 5,000	\$ 5,000
	Total Investment Income	\$ 137,148	\$ 125,375	\$ 217,756	\$ 222,000
10-4711	Other Income	\$ 2,111	\$ 2,200	\$ 2,541	\$ 2,500
10-4712	Cash Over/Short	\$ -	\$ -	\$ -	\$ -
	Total Other Income	\$ 2,111	\$ 2,200	\$ 2,541	\$ 2,500
10-4910	Transfer in From WS Fund	\$ 270,187	\$ 305,290	\$ 305,290	\$ 388,063
10-4921	Sale of City Property	\$ 22,925	\$ 31,000	\$ 9,264	\$ -
10-4922	Insurance Reimbursements	\$ 120,537	\$ -	\$ 9,297	\$ -
10-4980	Transfer in From Drainage Fund	\$ -	\$ -	\$ -	\$ 16,615
	Total Other Financing Sources	\$ 413,649	\$ 336,290	\$ 323,851	\$ 404,678
	Total General Fund Revenues	\$ 8,250,673	\$ 8,662,368	\$ 8,783,827	\$ 9,432,900

GENERAL FUND REVENUES

Revenue Assumptions

Ad Valorem Taxes

Projected Revenues:

- **Current Ad Valorem Taxes:** \$1,941,000
- **Delinquent Ad Valorem Taxes:** \$36,000
- **Penalty & Interest:** \$36,000

Overview

Ad valorem taxes are general property taxes levied on the assessed valuation of real and personal property located within city limits. They form a significant portion of the General Fund's total revenue. The revenue projections for ad valorem taxes are derived using a detailed multi-step approach.

Calculation Methodology

1. **Assessment of Property Values:**
 - The McLennan County Appraisal District appraises the value of all properties within McLennan County. For the City of Bellmead, the certified 2024 taxable value (for taxation in FY 2025) is \$738,075,774, representing a \$33,747,590 or 4.79% increase from the 2023 taxable value.
2. **Tax Levy Computation:**
 - The City Council sets the tax rate, which is then applied to the taxable roll. The maintenance and operations tax rate for the General Fund is \$0.268282 per \$100 of taxable value.
3. **Consideration of Exemptions:**
 - The city accounts for various exemptions, including homestead, 65 and over, and disabled persons, to ensure an accurate assessment of taxable values.
4. **Collection Rates:**
 - Historical collection percentages are applied to the current levy to project revenues. For FY 2025, a collection rate of 98% is used.



Revenue Allocation

- **General Fund:**
 - The majority of the ad valorem tax revenue is allocated to the General Fund. \$0.02 of the maintenance and operations tax rate is dedicated specifically to street capital projects and included as revenue in the Street Capital Projects Fund.

Delinquent Taxes and Penalties

Delinquent tax revenues and associated penalties are based on historical collection rates and projected receivables. These are essential components to ensure that the city maximizes its revenue potential from property taxes.

Summary

The combination of increased property values, careful consideration of exemptions, and robust collection strategies has positioned Bellmead to effectively project and collect ad valorem tax revenues. This structured approach ensures that the city can continue to fund essential services and infrastructure projects, maintaining financial health and community development.

This detailed and systematic approach to projecting ad valorem tax revenues underscores Bellmead's commitment to fiscal responsibility and transparency.

Sales and Other Taxes

Projected Revenues:

- **Sales Tax:** \$3,849,200
- **Bingo Tax:** \$66,800
- **Mixed Beverage Tax:** \$7,400

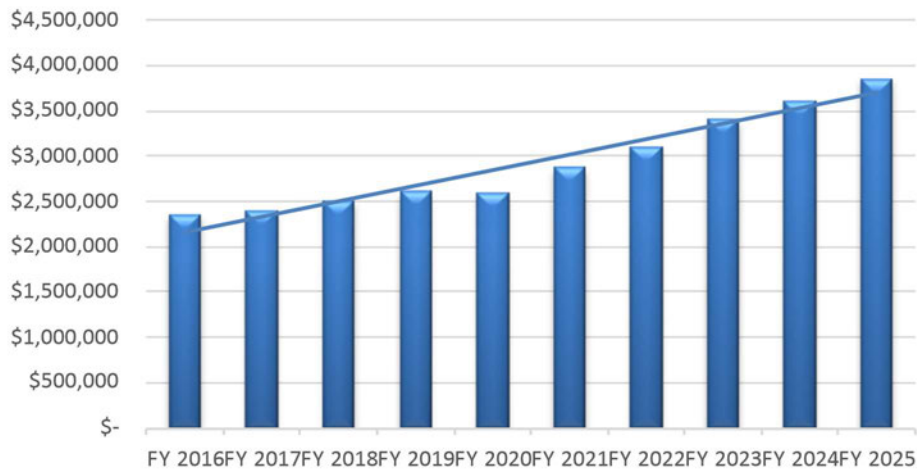
Overview

General sales and use taxes are imposed on the sale or consumption of goods and services within Bellmead city limits. Texas has an 8.25% sales tax, which is collected by businesses at the point of sale and periodically remitted to the Texas Comptroller of Public Accounts. The Comptroller allocates 1% of each taxable sale to Bellmead for general use, 0.25% for street maintenance, and 0.25% for economic development.

Sales Tax Revenue Trends

Sales tax revenues have increased annually since 2015, except for a dip in FY 2020 due to the COVID-19 pandemic. Following a swift recovery, sales tax revenue is projected to grow by 6.82% in FY 2025, based on the five-year average growth rate. This robust growth reflects the city's economic resilience and increasing consumer spending within the area.

Historical Sales Tax Collections



Mixed Beverage and Bingo Taxes

The state also levies an additional 6.7% tax on the gross receipts from mixed beverage sales. However, mixed beverage tax revenues have seen a decline in recent years, likely due to changing consumption patterns and economic factors. In contrast, bingo tax receipts, derived from a state levy of 5% on gross receipts from bingo games within the city, have remained relatively flat.

Projection Methodology

Sales tax revenues are projected using a multi-year trend analysis that incorporates historical data and considers factors such as economic conditions, consumer behavior, and local development initiatives. This comprehensive approach ensures that projections are both realistic and reflective of ongoing trends.

Strategic Implications

The steady increase in sales tax revenues underscores Bellmead's economic vitality and the effectiveness of its development strategies. The anticipated growth in FY 2025 highlights the city's strong recovery from the pandemic and its potential for future economic expansion. The city will continue to monitor these revenue streams closely, adjusting strategies as necessary to maintain financial health and support community development initiatives.

These revenue projections are crucial for planning and budgeting, providing a reliable foundation for funding city services and infrastructure projects.

Franchise and Access Fees

Projected Revenues:

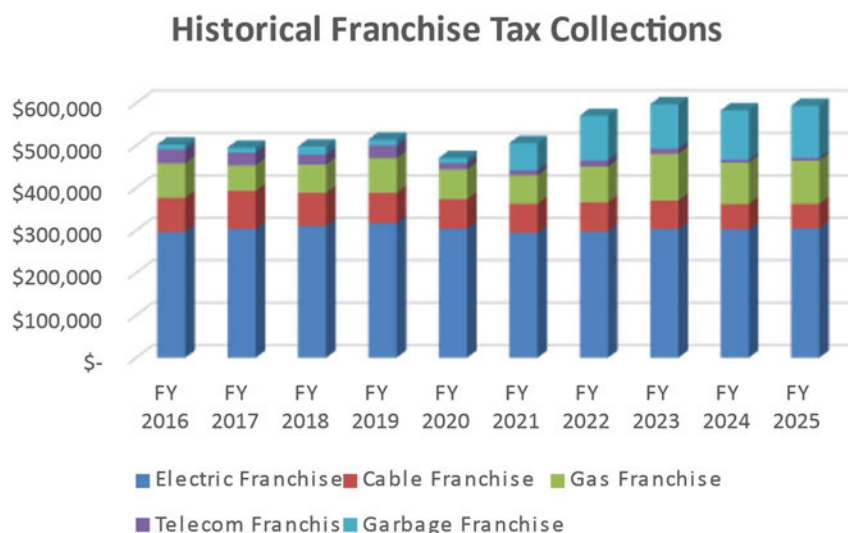
- **Electric Franchise:** \$303,700
- **Cable Franchise:** \$57,800
- **Gas Franchise:** \$102,100
- **Telecomm Line Access Fees:** \$6,000
- **Garbage Franchise:** \$123,700

Background and Revenue Projections

Utility companies that use the city's streets and rights-of-way while conducting their business pay fees to the city for the use of public infrastructure. Franchise and access fees are calculated as a percentage of gross receipts collected from their customers within the City of Bellmead. FY 2025 revenues are projected using a multi-year trend analysis of the most recent 3-, 5-, and 10-year periods.

Key Revenue Sources

1. **Electric Franchise Fees:** These fees, which account for the bulk of franchise revenue, have remained relatively stable over the years. The consistent demand for electricity ensures a steady stream of revenue from these fees.
2. **Gas Franchise Fees:** Similar to electric franchise fees, gas franchise fees have also remained stable. This stability is due to the consistent consumption of natural gas by residents and businesses in the city.
3. **Cable and Telecomm Franchise Fees:** These fees are experiencing a decrease due to market shifts and changes in consumer behavior, such as the growing preference for streaming services over traditional cable and landline telecommunication services. This trend reflects broader industry shifts impacting cable and telecom revenues nationwide.
4. **Garbage Franchise Fees:** Garbage franchise revenue saw a significant increase in FY 2021 due to a negotiated rate hike from 2% to 7% with the new solid waste service provider. Additionally, a 5% garbage fee increase has been included in the revenue projection for FY 2025 to offset rising service provider costs and ensure continued service quality. This strategic adjustment has contributed to a notable boost in revenue from garbage franchise fees.



Impact and Future Projections

The diversified sources of franchise and access fees provide a stable revenue base for Bellmead, even as certain sectors like cable and telecommunications experience declines. The city's proactive management, including renegotiated contracts and rate adjustments, ensures sustained revenue growth and financial stability. These revenues support essential city services and infrastructure

maintenance, contributing to the overall quality of life for residents and the operational efficiency of the city.

By continuously monitoring market trends and adjusting rates accordingly, Bellmead demonstrates a commitment to maintaining robust and reliable revenue streams from its franchise and access fees.

Permit Revenues

Projected Revenues:

- **Building Permits:** \$129,500
- **Plumbing Permits:** \$17,100
- **Electrical Permits:** \$24,000
- **Mechanical Permits:** \$6,100

Background and Revenue Drivers

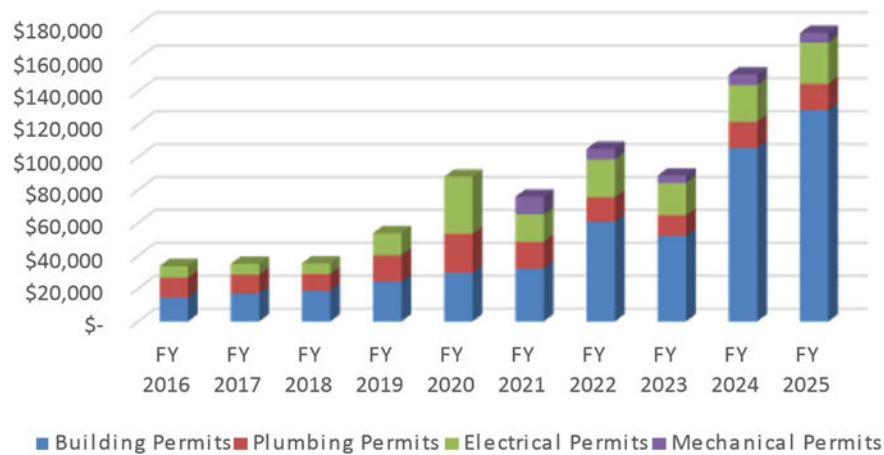
Permit revenues are closely tied to construction activity within the city. This activity surged during the COVID-19 pandemic and has continued robustly due to several key factors:

1. **I-35 Reconstruction Project:** Completed in FY 2023, this significant infrastructure project opened up Bellmead for development, leading to an influx of business remodeling and new businesses moving in. The improved accessibility and infrastructure have made the city an attractive location for development.
2. **Increased Development:** The momentum from the I-35 project has spurred ongoing development, with both current businesses upgrading their facilities and new enterprises establishing themselves in the city.
3. **Stricter Code Enforcement:** The city has enhanced its code enforcement efforts, identifying individuals previously operating without the necessary permits. This stricter compliance has ensured that all construction activities are properly documented and permitted, leading to an increase in permit revenues.
4. **Separation of Permit Types:** In FY 2021, the city separated mechanical permits from electrical and plumbing permits. This change has provided greater clarity and transparency in the types of permits being issued, allowing for more accurate tracking and reporting of revenue streams.

Impact and Future Projections

The combination of increased construction activity, ongoing development, and stringent enforcement has bolstered permit revenues. These factors are expected to continue driving growth in permit revenues, supporting the city's financial health and enabling further community development initiatives.

Permit Fee Collections



Bellmead's strategic approach to managing permits and compliance underscores its commitment to maintaining a well-regulated and thriving development environment, benefiting both businesses and residents.

Refuse Collection Revenues

Projected Revenues:

- **Refuse Delinquent Penalties:** \$23,800
- **Refuse Collection Fees - Residential:** \$829,500
- **Refuse Collection Fees - Commercial:** \$795,000

In Fiscal Year 2021, the City of Bellmead solicited new solid waste providers to enhance both residential and commercial services. The new service provider began operations in February 2021, offering reduced costs and increased services, including bulky waste pickup.

Key Changes and Revenue Boosts

1. **Account Auditing:** The transition to the new vendor included a thorough audit of all customer accounts. This audit uncovered numerous instances of citizens with solid waste carts who were not being billed. Correcting these issues resulted in a significant increase in revenues.
2. **Commercial Services:** The new contract also included billing for commercial dumpsters, which had not been billed previously. This addition further boosted the city's revenue from refuse collection.
3. **Rate Increases:** To offset rising provider costs, the city implemented a 5% rate increase across all solid waste services in FY 2023, FY 2024, and FY 2025. These incremental rate increases ensure that the city can maintain the quality of service while managing increased operational costs.

Future Projections

The combination of corrected billing practices, the inclusion of commercial services, and systematic rate increases have solidified the refuse collection revenue streams. These measures

reflect the city's proactive approach to managing public services and finances effectively, ensuring sustainable growth and improved service delivery for all residents and businesses in Bellmead.

This strategic management of refuse collection services underscores Bellmead's commitment to financial responsibility and community service enhancement.

Municipal Court Fines and Fees

Projected Fines & Fees: \$330,700

Projected Court Administration Fees: 15,300

Court fines and fees are levied by the Municipal Judge for violations of state laws and city ordinances. In addition to these fines, the state imposes additional fees on municipal fines, which are collected by the city and remitted to the state. The city retains 10% of these state fees as an administrative fee for collecting and processing them.

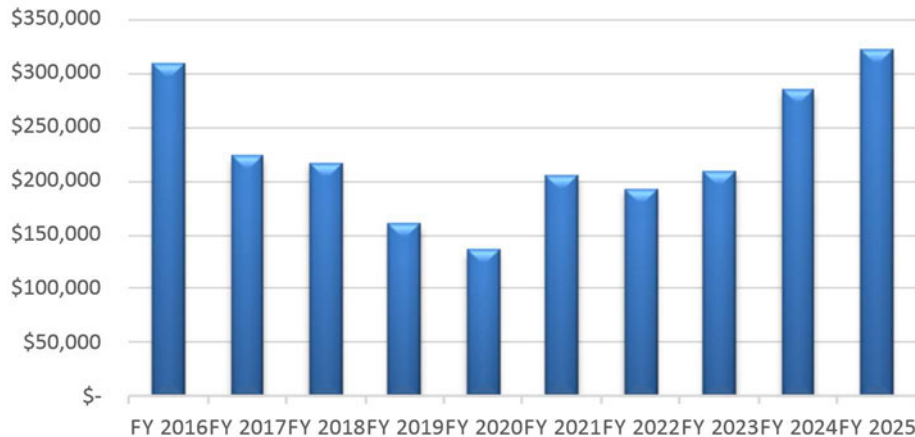
Revenues from court fines and fees are projected using a multi-year trend analysis, considering ticket levels and collection activity. For FY 2025, revenues are projected using the three-year average, adjusted above the FY 2024 year-end projected levels. This increase is attributed to recent changes in court personnel and the implementation of new processes. These processes have been automated to ensure that all steps occur properly and in a timely manner. Additionally, fines were increased in February 2024, further boosting revenue projections.

Key Factors Contributing to Revenue Projections:

1. **Trend Analysis:** Multi-year trend analysis of ticket levels and collection activity.
2. **Personnel Changes:** Recent changes in court personnel have led to more efficient processing.
3. **Process Automation:** Automation of court processes ensures timely and proper handling of fines.
4. **Fee Increases:** Fines were increased in February 2024, contributing to higher projected revenues.

These measures have helped reverse a previous decline in court fines and fees, ensuring a more consistent and reliable revenue stream for the city. This proactive approach underscores Bellmead's commitment to maintaining financial stability and supporting community services.

Municipal Court



Interest Income

Projected Interest Income: \$215,800

Interest income is projected using a comprehensive cash flow analysis to estimate investable cash balances. Current year interest rate trends are also considered to develop the projection. The city strategically invests all idle cash to maximize earnings, using a variety of secure investment options including:

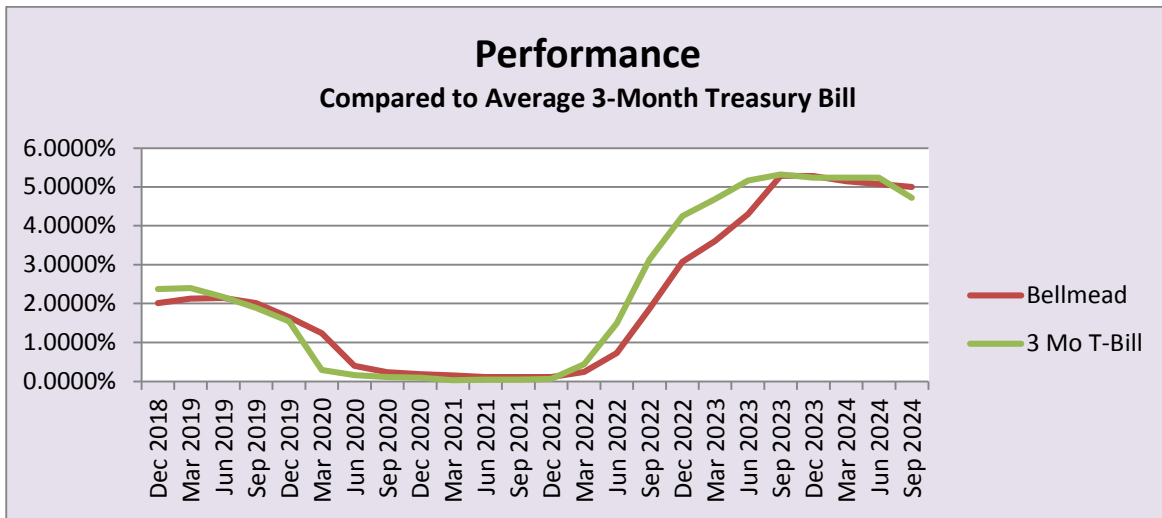
- **Depository Bank Accounts**
- **TexPool**
- **TexStar**
- **TexasClass**
- **Money Market Accounts**
- **Certificates of Deposit**

The city considers its investments successful when the interest earned on idle cash exceeds the return from 3-month U.S. Treasury bills. This benchmark was successfully met for most quarters in FY 2024, reflecting the city's effective cash management strategies.

Investment Strategy

The city employs a diversified investment strategy to optimize returns while maintaining liquidity and safety. By leveraging multiple investment vehicles, the city mitigates risk and ensures a steady income stream from its idle funds. Regular reviews and adjustments are made based on market conditions and interest rate forecasts to sustain high performance.

This proactive approach in managing interest income underscores Bellmead's commitment to financial prudence and maximizing the value of public funds for the benefit of the community.



Inter-fund Transfers

Projected Revenues:

- **Transfer from Water and Sewer Fund:** \$388,063
- **Transfer from Drainage Fund:** \$16,615

Overview

Inter-fund transfers represent payments made from the Water and Sewer Fund and the Drainage Fund to the General Fund. These transfers serve as payments in lieu of franchise fees that would typically be paid by private enterprises for the use of public infrastructure and services.

Calculation Methodology

The transfers are calculated as 6% of the FY 2023 audited revenues from each respective fund. This approach ensures that the General Fund receives appropriate compensation for the use of city services and infrastructure, similar to what would be expected from private utility companies operating within the city limits.

Rationale and Impact

1. **Water and Sewer Fund:**
 - The transfer amount of \$388,063 from the Water and Sewer Fund reflects the financial activity and revenue generated from water and sewer services provided to the residents and businesses of Bellmead.
2. **Drainage Fund:**
 - The transfer amount of \$16,615 from the Drainage Fund is derived from revenues associated with the city's drainage services. This smaller yet significant transfer ensures that the General Fund is compensated for the administrative and operational support provided to the drainage system.

Strategic Importance

These inter-fund transfers play a crucial role in maintaining the financial health and stability of the General Fund. By ensuring that all city-operated utilities contribute fairly, Bellmead can sustain essential services and infrastructure projects. This approach aligns with best practices in municipal finance, ensuring transparency and equitable distribution of resources across all city operations.

Conclusion

The strategic implementation of inter-fund transfers underscores Bellmead's commitment to effective financial management and equitable resource allocation. These transfers ensure that the General Fund remains robust, supporting the city's overall mission to provide high-quality services and infrastructure to its community.



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

- Ensured sound financial management and budgeting to maintain a balanced budget and support essential services and infrastructure projects. (B1)
- Prioritized transparency in decision-making and ensured that residents have access to information about city operations and policies. (A14)

Goals

- Complete a City Council training program to create a more effective, knowledgeable, and responsive City Council that can better serve their community. (A2)
- Create a City Council Code of Conduct to establish guidelines for the behavior and responsibilities of council members to ensure the highest standard of governance and public trust. (A5)
- Perform a City Charter review to ensure the governing document remains effective, relevant, and capable of addressing contemporary challenges and opportunities. (C2)
- Fulfill the duty to fill board vacancies to help maintain effective governance and representation in municipal affairs. (A7)
- Strive to receive positive feedback from residents about city council decisions, policies, and initiatives that positively impact their lives. (A5, C1)

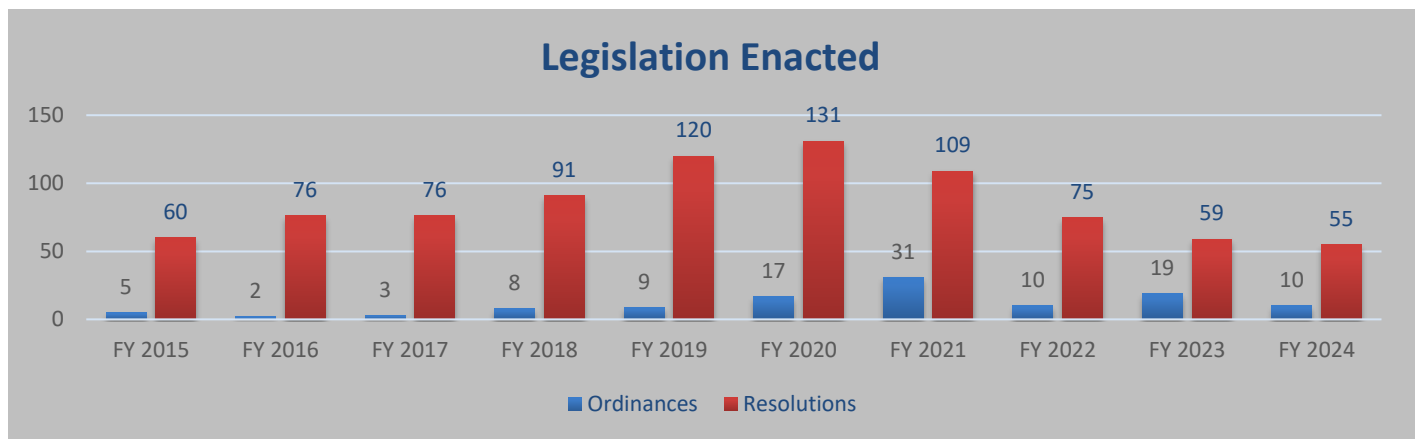
Expenditure Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 3,260	\$ 4,089	\$ 4,089	\$ 4,089
Supplies	\$ 3,947	\$ 2,628	\$ 1,500	\$ 2,430
Professional Services	\$ 9,423	\$ 20,216	\$ 6,716	\$ 35,216
Services	\$ 16,653	\$ 20,214	\$ 19,424	\$ 20,436
Total	\$ 33,282	\$ 47,147	\$ 31,729	\$ 62,171

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Mayor *	1	1	1	1
Council Member *	5	5	5	5
Total	6	6	6	6

* Elected, unpaid positions.



In FY 2019, the City began revising current ordinances as well as implementing new ordinances in an effort to improve the standards and quality of life within the City.

City Council

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-10-5101	Salaries-Administrative	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
10-5-10-5120	FICA	\$ 230	\$ 230	\$ 230	\$ 230
10-5-10-5124	WC Insurance	\$ 30	\$ 859	\$ 859	\$ 859
10-5-10-5125	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -
	Total Personnel	\$ 3,260	\$ 4,089	\$ 4,089	\$ 4,089
10-5-10-5201	Office Supplies	\$ 632	\$ 578	\$ 250	\$ 400
10-5-10-5204	Clothing Supplies	\$ -	\$ 350	\$ 350	\$ 330
10-5-10-5206	Books & Periodicals	\$ -	\$ 200	\$ 150	\$ 200
10-5-10-5215	Small Equipment	\$ 2,585	\$ -	\$ -	\$ -
10-5-10-5231	Meeting Supplies	\$ 729	\$ 1,500	\$ 750	\$ 1,500
	Total Supplies	\$ 3,947	\$ 2,628	\$ 1,500	\$ 2,430
10-5-10-5404	Legal Services	\$ 9,207	\$ 20,000	\$ 6,500	\$ 35,000
10-5-10-5406	Information Technology Services	\$ 216	\$ 216	\$ 216	\$ 216
	Professional Services	\$ 9,423	\$ 20,216	\$ 6,716	\$ 35,216
10-5-10-5502	Communication Services	\$ 3,475	\$ 3,732	\$ 3,520	\$ 3,600
10-5-10-5511	Insurance-General Liability	\$ 274	\$ 448	\$ 448	\$ 455
10-5-10-5512	Insurance-Errors & Omissions	\$ 630	\$ 948	\$ 948	\$ 976
10-5-10-5521	Advertising/Marketing	\$ -	\$ 175	\$ 2,086	\$ -
10-5-10-5541	Training & Travel	\$ 75	\$ 2,600	\$ -	\$ 3,000
10-5-10-5542	Dues/Memberships	\$ 12,198	\$ 12,264	\$ 12,375	\$ 12,405
10-5-10-5543	Community Relations	\$ -	\$ 47	\$ 47	\$ -
	Total Services	\$ 16,653	\$ 20,214	\$ 19,424	\$ 20,436
	Total City Council	\$ 33,282	\$ 47,147	\$ 31,729	\$ 62,171

Description

The Administration department is comprised of two divisions:

1. City Manager
2. City Secretary

The details of these divisions follow.

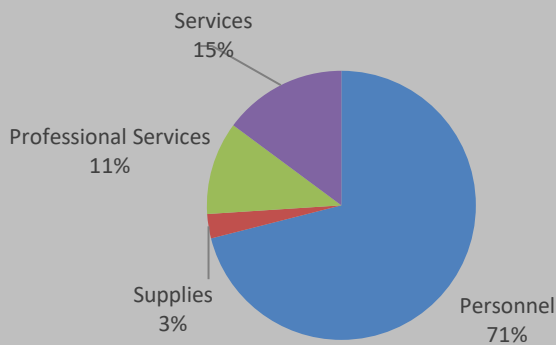
Expenditure Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 197,183	\$ 249,784	\$ 249,923	\$ 269,032
Supplies	\$ 16,172	\$ 11,662	\$ 10,419	\$ 11,090
Professional Services	\$ 14,760	\$ 51,116	\$ 36,114	\$ 42,322
Services	\$ 61,489	\$ 47,594	\$ 39,909	\$ 56,253
Transfers Out	\$ 65,300	\$ -	\$ -	\$ -
Total	\$ 354,904	\$ 360,156	\$ 336,365	\$ 378,697

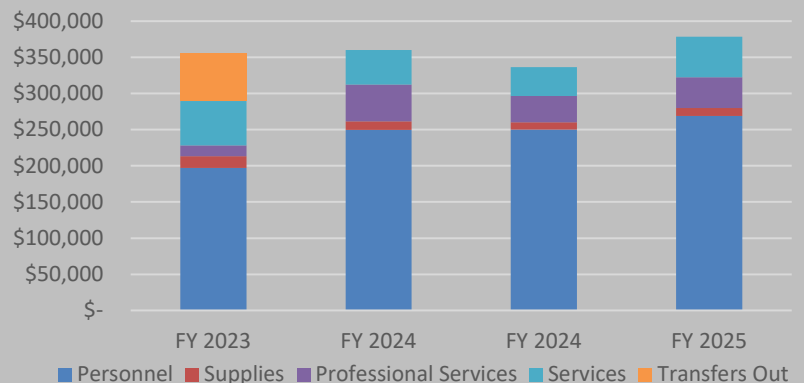
Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
City Manager	0.40	0.30	0.30	0.30
Administrative Assistant	1.00	1.00	1.00	1.00
City Secretary	0.65	0.90	0.90	0.90
Total	2.05	2.20	2.20	2.20

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

- Oversaw the completion of the San Jacinto/Utah Street wastewater line replacement to enhance the City sewer infrastructure. (F3)
- Appointed to serve on the the McLennan County Parks Master plan with hopes of improving the quality of life within the City's parks. (C1, C2)
- Selected as the committee chairperson for the Metropolitan Planning Organization Safety Action Task Force in an effort to create safer streets for vehicular and pedestrian traffic. (E3)
- Held 3rd annual City-wide festival to promote community cohesiveness and tourism. (D10)
- Established transparent and open communication with city council members, staff, and the public to build trust and promote effective decision-making. (A14)

Goals

- Continue to ensure that city policies and services are inclusive and equitable, addressing the needs of diverse communities within the city. (C1)
- Measure and improve citizen satisfaction with city services and governance through surveys and feedback mechanisms. (A11)
- Continue City-wide beautification project to promote economic development within the City. (D9)
- Continue branding the City with positive marketing to promote growth.
- Continue to introduce ordinances to the City Council to enhance the quality of life. (C1)
- Work closely with the Bellmead Chamber to promote economic growth within the City. (D2)
- Continue to monitor the progress of the installation of new street signs within the City. (F13, F16)
- Continue to make enhancements to the City parks to create an atmosphere that will attract visitors. (C2)
- Continue to coordinate with the inspections department to combat the litter problem within the City. (C4)

(Strategic Plan Goal #)

**Annual Budget
FY 2025**

**General Fund
Administration
City Manager**

Expenditure Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 133,306	\$ 149,713	\$ 149,853	\$ 163,455
Supplies	\$ 13,730	\$ 9,143	\$ 8,150	\$ 10,150
Professional Services	\$ 10,049	\$ 40,449	\$ 25,447	\$ 38,245
Services	\$ 33,682	\$ 30,607	\$ 25,489	\$ 32,786
Transfers Out	\$ 65,300	\$ -	\$ -	\$ -
Total	\$ 256,066	\$ 229,912	\$ 208,939	\$ 244,636

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
City Manager	0.40	0.30	0.30	0.30
Administrative Assistant	1.00	1.00	1.00	1.00
Total	1.40	1.30	1.30	1.30

**Annual Budget
FY 2025**

**General Fund
Administration
City Manager**

Administration - City Manager

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-20-5101	Salaries-Administrative	\$ 72,796	\$ 59,813	\$ 59,813	\$ 63,078
10-5-20-5104	Salaries-Operations	\$ 24,154	\$ 46,285	\$ 46,285	\$ 51,972
10-5-20-5110	Overtime	\$ -	\$ 140	\$ 140	\$ -
10-5-20-5112	Longevity	\$ 218	\$ 84	\$ 84	\$ 167
10-5-20-5113	Certification/Education Pay	\$ 3,328	\$ 936	\$ 936	\$ 3,174
10-5-20-5114	Allowances	\$ 3,551	\$ 2,550	\$ 2,550	\$ 2,550
10-5-20-5120	FICA	\$ 6,857	\$ 8,390	\$ 8,390	\$ 9,252
10-5-20-5124	WC Insurance	\$ 221	\$ 259	\$ 259	\$ 286
10-5-20-5130	TMRS	\$ 10,759	\$ 13,350	\$ 13,350	\$ 15,057
10-5-20-5150	Group Insurance	\$ 11,422	\$ 17,906	\$ 18,046	\$ 17,919
	Total Personnel	\$ 133,306	\$ 149,713	\$ 149,853	\$ 163,455
10-5-20-5201	Office Supplies	\$ 2,833	\$ 2,108	\$ 2,000	\$ 2,500
10-5-20-5203	Postage	\$ 328	\$ 317	\$ 250	\$ 450
10-5-20-5204	Clothing Supplies	\$ 171	\$ 500	\$ 500	\$ 500
10-5-20-5210	Tools & Other Supplies	\$ 905	\$ 1,500	\$ 1,200	\$ 1,500
10-5-20-5215	Small Equipment	\$ 8,759	\$ 3,778	\$ 3,000	\$ 4,000
10-5-20-5231	Meeting Supplies	\$ 734	\$ 940	\$ 1,200	\$ 1,200
	Total Supplies	\$ 13,730	\$ 9,143	\$ 8,150	\$ 10,150
10-5-20-5404	Legal Services	\$ 9,366	\$ 25,000	\$ 15,000	\$ 25,000
10-5-20-5406	Information Technology Services	\$ 682	\$ 449	\$ 447	\$ 3,245
10-5-20-5408	Consulting Services	\$ -	\$ 15,000	\$ 10,000	\$ 10,000
	Total Professional Services	\$ 10,049	\$ 40,449	\$ 25,447	\$ 38,245
10-5-20-5502	Communication Services	\$ 2,131	\$ 2,160	\$ 2,030	\$ 2,100
10-5-20-5504	Internet Services	\$ 402	\$ 432	\$ 420	\$ 660
10-5-20-5511	Insurances-General Liability	\$ 64	\$ 97	\$ 97	\$ 99
10-5-20-5512	Insurance-Errors & Omissions	\$ 147	\$ 205	\$ 205	\$ 212
10-5-20-5517	Insurance-Property	\$ 2,461	\$ 3,237	\$ 3,236	\$ 3,622
10-5-20-5521	Advertising/Marketing	\$ 8,647	\$ 2,086	\$ -	\$ 1,841
10-5-20-5531	Equipment Rental	\$ 5,089	\$ 5,290	\$ 4,500	\$ 5,052
10-5-20-5541	Training & Travel	\$ 10,129	\$ 8,703	\$ 8,000	\$ 10,000
10-5-20-5542	Dues/Memberships	\$ 649	\$ 3,297	\$ 2,000	\$ 4,000
10-5-20-5543	Employee Relations	\$ 3,963	\$ 5,100	\$ 5,000	\$ 5,200
	Total Services	\$ 33,682	\$ 30,607	\$ 25,489	\$ 32,786
10-5-20-5961	Transfer to Fund 61	\$ 65,300	\$ -	\$ -	\$ -
	Total Transfers Out	\$ 65,300	\$ -	\$ -	\$ -
	Total Admin - City Manager	\$ 256,066	\$ 229,912	\$ 208,939	\$ 244,636



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, coordinating the appointment process, and monitoring terms and attendance.
- Posting all open meetings and events, publishing and distributing public hearing notices as required by law.
- Overseeing the 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.

Accomplishments

- Received the second Municipal Clerk's Office Achievement of Excellence Award for the 2024-2025 period for being compliant with federal, state and local statutes that govern standards necessary to fulfill the duties and responsibilities of the office. (A14)
- Enhanced city-wide records storage for mylars and plans to achieve greater efficiency, preservation, and security, which will benefit the City by providing better document management. (A9)
- Implemented Open Meetings Act and Public Information Act training for directors, City Council, and Boards to increase compliance with statutory regulations. (A2)
- Promoted government training for Council members to provide the knowledge and tools needed for an effective term. (A2)
- Enforced the removal of unattended donation bins/containers to assist in beautifying public property and enforcing city codes. (C4, E9)
- Updated and enhanced the City Secretary's and Election web page to promote a user friendly and informative website. (A11)
- Evaluated and implemented comparative fees for business licenses to ensure that fees cover the cost of inspections. (B4)

Goals

- Prepare and submit a Biennial Report to the Texas Municipal Clerks Association for the Municipal Clerk's Office Achievement of Excellence Award. (A14)
- Organize the records storage building by department, create an area for permanent records, and create an organized filing system for building plans and mylars for quicker retrieval. (A9)
- Streamline the business license annual inspection process to create efficiencies. (A16)

(Strategic Plan Goal #)

**Annual Budget
FY 2025**

**General Fund
Administration
City Secretary**

Expenditure Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 63,878	\$ 100,071	\$ 100,070	\$ 105,577
Supplies	\$ 2,442	\$ 2,519	\$ 2,269	\$ 940
Professional Services	\$ 4,711	\$ 10,667	\$ 10,667	\$ 4,077
Services	\$ 27,807	\$ 16,987	\$ 14,420	\$ 23,467
Total	\$ 98,839	\$ 130,244	\$ 127,426	\$ 134,061

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Council Meetings	11	12	12	12
Special Council Meetings	1	3	1	1
Elections	1	1	0	1
Proclamations	13	10	9	10
Resolutions Indexed	59	75	55	65
Ordinances Indexed	19	10	10	10
Alcohol Permits	21	45	30	30
Liens Filed	9	10	25	25
Lliens Released	6	10	16	25
Open Records Requests	105	100	57	85

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
City Secretary	0.65	0.90	0.90	0.90
Total	0.65	0.90	0.90	0.90

Administration - City Secretary

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-21-5102	Salaries-Professional	\$ 49,625	\$ 75,282	\$ 75,282	\$ 79,507
10-5-21-5112	Longevity	\$ 94	\$ 185	\$ 185	\$ 239
10-5-21-5113	Certification/Education Pay	\$ 608	\$ 842	\$ 842	\$ 891
10-5-21-5120	FICA	\$ 3,106	\$ 5,837	\$ 5,837	\$ 6,169
10-5-21-5124	WC Insurance	\$ 108	\$ 180	\$ 180	\$ 190
10-5-21-5130	TMRS	\$ 5,244	\$ 9,289	\$ 9,289	\$ 10,039
10-5-21-5150	Group Insurance	\$ 5,093	\$ 8,456	\$ 8,456	\$ 8,542
	Total Personnel	\$ 63,878	\$ 100,071	\$ 100,070	\$ 105,577
10-5-21-5201	Office Supplies	\$ 307	\$ 500	\$ 500	\$ 500
10-5-21-5203	Postage	\$ 427	\$ 450	\$ 200	\$ 140
10-5-21-5204	Clothing Supplies	\$ 26	\$ -	\$ -	\$ -
10-5-21-5210	Tools & Other Supplies	\$ -	\$ 281	\$ 281	\$ -
10-5-21-5215	Small Equipment	\$ 1,682	\$ 1,288	\$ 1,288	\$ 300
	Total Supplies	\$ 2,442	\$ 2,519	\$ 2,269	\$ 940
10-5-21-5406	Information Technology Services	\$ 3,414	\$ 9,299	\$ 9,299	\$ 2,659
10-5-21-5409	Special Services	\$ 1,297	\$ 1,368	\$ 1,368	\$ 1,418
	Total Professional Services	\$ 4,711	\$ 10,667	\$ 10,667	\$ 4,077
10-5-21-5502	Communication Services	\$ 310	\$ 360	\$ 330	\$ 360
10-5-21-5511	Insurance-General Liability	\$ 30	\$ 67	\$ 67	\$ 69
10-5-21-5512	Insurance-Errors & Omissions	\$ 68	\$ 142	\$ 142	\$ 147
10-5-21-5517	Insurance-Property	\$ 153	\$ 193	\$ 190	\$ 213
10-5-21-5522	Legal Notices	\$ 14,874	\$ 6,000	\$ 6,000	\$ 6,000
10-5-21-5523	Filing & Recording Fees	\$ 468	\$ 800	\$ 800	\$ 1,000
10-5-21-5541	Training & Travel	\$ 950	\$ 1,357	\$ 1,340	\$ 2,343
10-5-21-5542	Due/Memberships	\$ 225	\$ 265	\$ 282	\$ 335
10-5-21-5551	Elections	\$ 4,353	\$ 924	\$ -	\$ 7,000
10-5-21-5557	Codification of Ordinances	\$ 6,375	\$ 6,879	\$ 5,269	\$ 6,000
	Total Services	\$ 27,807	\$ 16,987	\$ 14,420	\$ 23,467
	Total Admin-City Secretary	\$ 98,839	\$ 130,244	\$ 127,426	\$ 134,061

Description

The Finance department is comprised of three divisions:

1. Operations
2. Solid Waste
2. Human Resources

The details of these divisions follow.

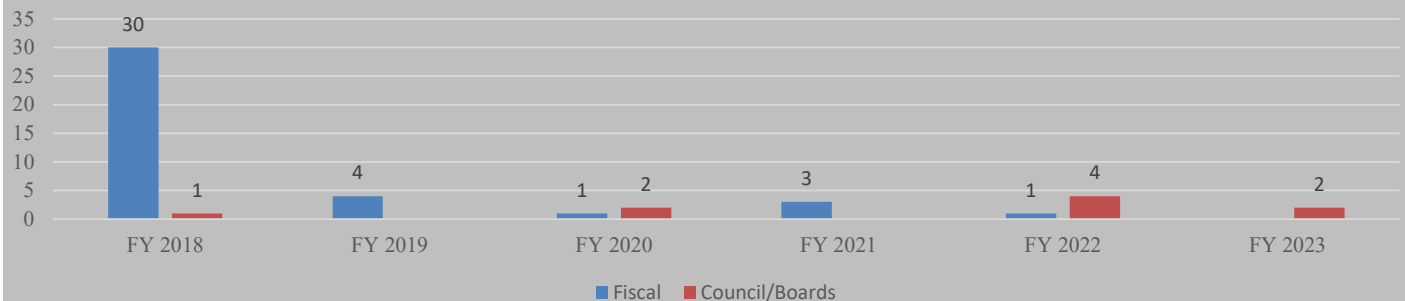
Expenditure Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 198,334	\$ 251,542	\$ 251,751	\$ 392,277
Supplies	\$ 7,772	\$ 3,885	\$ 2,560	\$ 15,609
Professional Services	\$ 63,403	\$ 75,098	\$ 77,746	\$ 104,433
Services	\$ 19,297	\$ 24,708	\$ 21,419	\$ 28,763
Waste Collection	\$ 1,365,682	\$ 1,387,100	\$ 1,432,309	\$ 1,519,000
Transfers Out	\$ 41,996	\$ -	\$ -	\$ -
Total	\$ 1,696,484	\$ 1,742,333	\$ 1,785,785	\$ 2,060,082

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Assistant City Manager/CFO	0.35	0.30	0.30	0.30
Assistant Finance Director	-	-	-	0.55
Staff Accountant	0.55	0.55	0.55	0.55
Accounting Specialist	0.85	0.85	0.85	0.85
Customer Service Representative	0.30	0.30	0.15	0.15
Utility Billing Specialist	0.10	0.10	0.10	0.10
Intern	0.50	0.50	0.50	0.50
HR Generalist	-	-	0.80	0.80
Total	2.65	2.60	3.25	3.80

Auditor Management Comments



Description

The Finance Department is responsible for the collection, investment, disbursement & documentation of all City funds. The Finance Department monitors and approves all City purchases and expenditures, ensuring City funds are used as intended. The Finance Department also:

- Prepares and publishes the City's annual budget document and annual comprehensive financial report (audit).
- 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.

Accomplishments

- Received the City's fifth Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award as evidence of the City's commitment to meeting the highest principles of governmental budgeting. (A14, B5, B6, B7)
- Received the City's fourth GFOA Certificate of Achievement for Excellence in Financial Reporting in evidence of the City's commitment to transparency and full disclosure. (A14, B5)
- Obtained HOME Rehabilitation funding to assist low-income homeowners receive safe, decent, sanitary, and affordable housing. (A3, B3)
- Updated the Finance department web page to include monthly financial reports to educate council, staff and the public on how finances are used to ensure transparency. (A14, B5)

Goals

- Prepare and submit budget to GFOA distinguished budget presentation award program. (A14, B5, B6, B7)
- Prepare and submit Comprehensive Annual Financial Report to the GFOA Certificate of Achievement for Excellence in Financial Reporting Program. (A14, B5)
- Continue to update the Finance department web page to promote transparency and provide valuable information to users. (A14, B5)
- Provide top-level customer service to all City departments and ensure the Finance department is a valued resource across the city.
- Continue to streamline financial processes to enhance efficiency and accuracy. (B1)
- Continue to identify and mitigate financial risks to protect the City's financial health. (B3)
- Continue to successfully oversee major capital projects, ensuring they are completed on time and within budget. (B6)
- Seek grant funding to supplement City funds for needed City projects and initiatives. (A3, B3)

(Strategic Plan Goal #)

**Annual Budget
FY 2025**

**General Fund
Finance
Operations**

Expenditure Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 135,888	\$ 174,205	\$ 174,205	\$ 272,051
Supplies	\$ 7,772	\$ 3,885	\$ 2,560	\$ 8,290
Professional Services	\$ 63,403	\$ 75,098	\$ 77,746	\$ 83,210
Services	\$ 13,534	\$ 14,646	\$ 13,685	\$ 17,439
Transfers Out	\$ 41,996	\$ -	\$ -	\$ -
Total	\$ 262,593	\$ 267,834	\$ 268,195	\$ 380,990

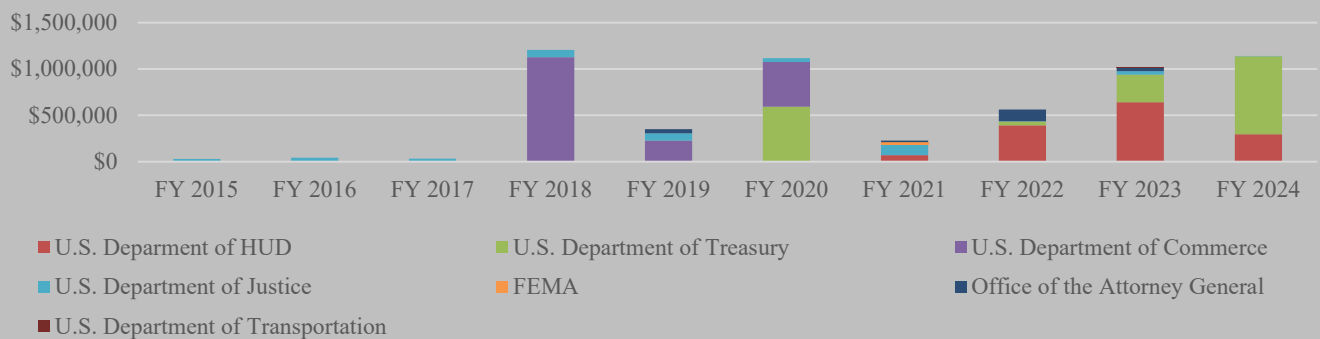
Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Purchase Orders Issued	181	200	191	200
EFTs Issued	835	855	815	820
Drafts	144	160	166	175
A/P Checks Processed	1,350	1,200	1,368	1,300
New Vendor Packets Processed	78	60	103	100

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Assistant City Manager/CFO	0.30	0.30	0.30	0.30
Assistant Finance Director	-	-	-	0.55
Staff Accountant	0.50	0.55	0.55	0.55
Accounting Specialist	0.85	0.85	0.85	0.85
Customer Service Representatives	0.20	-	-	-
Intern	0.50	0.50	0.50	0.50
Total	2.35	2.20	2.20	2.75

Grant Funds Managed



**Annual Budget
FY 2025**

**General Fund
Finance
Operations**

Finance - Operations

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-31-5101	Salaries-Administrative	\$ 41,483	\$ 46,270	\$ 46,270	\$ 48,866
10-5-31-5102	Salaries-Professional	\$ 25,890	\$ 30,933	\$ 30,933	\$ 32,621
10-5-31-5104	Salaries-Operations	\$ 32,281	\$ 36,803	\$ 36,803	\$ 39,574
10-5-31-5109	Salaries-Part Time	\$ 1,563	\$ 13,094	\$ 13,094	\$ 16,568
10-5-31-5112	Longevity	\$ 175	\$ 229	\$ 229	\$ 369
10-5-31-5113	Certification/Education Pay	\$ 1,664	\$ 3,406	\$ 3,406	\$ 4,050
10-5-31-5114	Allowances	\$ 2,428	\$ 2,340	\$ 2,340	\$ 2,340
10-5-31-5120	FICA	\$ 7,609	\$ 10,180	\$ 10,180	\$ 11,046
10-5-31-5124	WC Insurance	\$ 233	\$ 314	\$ 314	\$ 341
10-5-31-5130	TMRS	\$ 10,890	\$ 14,605	\$ 14,605	\$ 15,914
10-5-31-5150	Group Insurance	\$ 11,673	\$ 16,031	\$ 16,031	\$ 16,186
10-5-31-5190	New Personnel	\$ -	\$ -	\$ -	\$ 84,176
	Total Personnel	\$ 135,888	\$ 174,205	\$ 174,205	\$ 272,051
10-5-31-5201	Office Supplies	\$ 1,714	\$ 2,355	\$ 1,500	\$ 2,500
10-5-31-5203	Postage	\$ 1,043	\$ 880	\$ 880	\$ 1,140
10-5-31-5204	Clothing Supplies	\$ 221	\$ 180	\$ 180	\$ 180
10-5-31-5206	Books & Periodicals	\$ -	\$ 300	\$ -	\$ 300
10-5-31-5210	Tools & Other Supplies	\$ 162	\$ 170	\$ -	\$ 170
10-5-31-5215	Small Equipment	\$ 4,632	\$ -	\$ -	\$ 4,000
	Total Supplies	\$ 7,772	\$ 3,885	\$ 2,560	\$ 8,290
10-5-31-5403	Accounting Services	\$ 15,606	\$ 16,527	\$ 14,500	\$ 15,320
10-5-31-5405	Banking Service Fees	\$ 662	\$ 20	\$ -	\$ -
10-5-31-5406	Information Technology Services	\$ 21,123	\$ 30,747	\$ 31,985	\$ 35,034
10-5-31-5409	Special Services	\$ 26,013	\$ 27,804	\$ 31,261	\$ 32,856
	Total Professional Services	\$ 63,403	\$ 75,098	\$ 77,746	\$ 83,210
10-5-31-5502	Communication Services	\$ 1,447	\$ 1,812	\$ 1,450	\$ 1,560
10-5-31-5504	Internet Services	\$ 402	\$ 432	\$ 420	\$ -
10-5-31-5511	Insurance-General Liability	\$ 121	\$ 194	\$ 194	\$ 197
10-5-31-5512	Insurance-Errors & Omissions	\$ 278	\$ 411	\$ 411	\$ 423
10-5-31-5513	Insurance-Crime/Dishonesty	\$ 274	\$ 275	\$ 274	\$ 275
10-5-31-5519	Insurance-Cyber Liability	\$ -	\$ 172	\$ 172	\$ 1,225
10-5-31-5531	Equipment Rental	\$ 1,633	\$ 1,520	\$ 1,670	\$ 1,704
10-5-31-5541	Travel & Training	\$ 8,564	\$ 8,680	\$ 8,094	\$ 10,800
10-5-31-5542	Dues/Memberships	\$ 815	\$ 1,150	\$ 1,000	\$ 1,255
	Total Services	\$ 13,534	\$ 14,646	\$ 13,685	\$ 17,439
10-5-31-5961	Transfer to Fund 61	\$ 41,996	\$ -	\$ -	\$ -
	Total Transfers Out	\$ 41,996	\$ -	\$ -	\$ -
	Total Finance - Operations	\$ 262,593	\$ 267,834	\$ 268,195	\$ 380,990



Description

Provides and manages solid waste collection and disposal services.

Accomplishments

- Maintained the integrity of the City's solid waste agreement by notifying solid waste businesses that Frontier Waste Solutions has an exclusive franchise for all solid waste collection services within city limits. (F2, F11)
- Partnered with neighboring cities to provide our citizens an opportunity to dispose of household hazardous wastes, such as excess paint and chemicals to ensure they do not end up in City waterways. (C2, D8, F2, F11)
- Through collaborative efforts with Frontier Waste Solutions, the City has attentively listened to customer concerns and immediately resolved issues to ensure customer satisfaction. (F2)

Goals

- Continue to provide outstanding customer service by addressing and rectifying citizen concerns.
- Monitor for outside waste providers operating within the City to continue to maintain the integrity of the solid waste agreement.
- Continue to educate the citizens about the bulk garbage pickup program in an effort to beautify the City. (C2)

**Annual Budget
FY 2025**

**General Fund
Finance
Solid Waste**

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

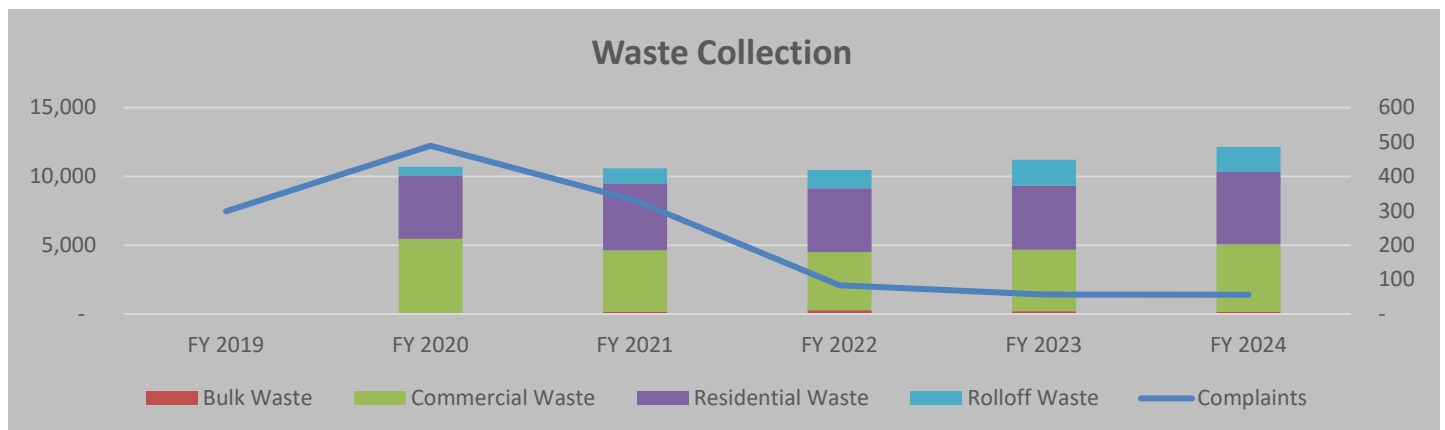
Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 21,553	\$ 23,750	\$ 23,960	\$ 15,734
Services	\$ 2,271	\$ 5,000	\$ 2,167	\$ 5,000
Waste Collection	\$ 1,365,682	\$ 1,387,100	\$ 1,432,309	\$ 1,519,000
Total	\$ 1,389,505	\$ 1,415,850	\$ 1,458,436	\$ 1,539,734

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Complaints	57	50	56	55
Tons of Bulk Waste	216	275	165	200
Tons of Commercial Waste	4,446	4,700	4,904	5,000
Tons of Residential Waste	4,656	5,000	5,254	5,500
Tons of Rolloff Waste	1,891	2,000	1,820	2,000

Staffing

	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Assistant City Manager/CFO	0.05	-	-	-
Staff Accountant	0.05	-	-	-
Customer Service Representatives	0.10	0.30	0.15	0.15
Utility Billing Specialist	0.10	0.10	0.10	0.10
Total	0.30	0.40	0.25	0.25



Transitioned from Waste Management to Frontier Waste Solutions in February 2022.

Finance - Solid Waste

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-33-5101	Salaries-Administrative	\$ 6,914	\$ 19	\$ -	\$ -
10-5-33-5102	Salaries-Professional	\$ 2,589	\$ 7	\$ -	\$ -
10-5-33-5104	Salaries-Operations	\$ 5,849	\$ 13,324	\$ 16,370	\$ 10,929
10-5-33-5109	Salaries-Part Time	\$ 782	\$ 3,049	\$ 210	\$ -
10-5-33-5112	Longevity	\$ 67	\$ 48	\$ 48	\$ 54
10-5-33-5113	Certification/Education Pay	\$ 302	\$ 234	\$ 234	\$ 121
10-5-33-5114	Allowances	\$ 405	\$ 2	\$ -	\$ -
10-5-33-5120	FICA	\$ 1,206	\$ 1,274	\$ 1,274	\$ 849
10-5-33-5124	WC Insurance	\$ 37	\$ 39	\$ 39	\$ 26
10-5-33-5130	TMRS	\$ 1,681	\$ 2,027	\$ 2,027	\$ 1,382
10-5-33-5150	Group Insurance	\$ 1,722	\$ 3,727	\$ 3,758	\$ 2,373
	Total Personnel	\$ 21,553	\$ 23,750	\$ 23,960	\$ 15,734
10-5-33-5521	Advertising/Marketing	\$ 2,271	\$ 5,000	\$ 2,167	\$ 5,000
	Total Services	\$ 2,271	\$ 5,000	\$ 2,167	\$ 5,000
10-5-33-5571	Waste Collection Services	\$ 1,362,221	\$ 1,380,000	\$ 1,429,309	\$ 1,512,000
10-5-33-5579	Bad Debts	\$ 3,461	\$ 7,100	\$ 3,000	\$ 7,000
	Total Waste Collection	\$ 1,365,682	\$ 1,387,100	\$ 1,432,309	\$ 1,519,000
	Total Finance - Solid Waste	\$ 1,389,505	\$ 1,415,850	\$ 1,458,436	\$ 1,539,734



Description

The mission of the Human Resources department is to support the goals and challenges of the City by providing resources that promote a work environment characterized by fair and equal treatment of staff, personal accountability, open communication, and mutual respect. Human Resources also includes:

- Prepares the City employee payroll.
- Administers employee benefit programs.
- Prepares reports, analysis and information as needed by Council, management, and departments.
- Oversees the City's employee selection process.
- Facilitates the development of a positive organizational climate.
- Policy development and interpretation

Accomplishments

- Held a retirement education session presented by TMRS to empower employees to make informed decisions about their financial future and to ensure they are adequately prepared for retirement.
- Conducted surveys for salaries, certification and education pay for market adjustments to remain competitive with surrounding cities. (F4)
- Created a City intranet to provide employees with access to essential information and resources.

Goals

- Promote growth by providing training opportunities that adequately prepare employees to take on leadership roles in the future. (A12, D5)
- Implement an orientation process to provide employees with essential information and successfully integrate them into the workplace culture.
- Develop and implement employment exit procedures that may be used as learning tools for departments to enhance policies and procedures and promote positive career experiences.
- Conduct review of all personnel files for record retention.
- Ensure the City remains competitive with surrounding cities on salary and employee benefits. (F4)
- Attract, develop, and retain a diverse group of employees who are aligned with the City's mission. (D4)

**Annual Budget
FY 2025**

**General Fund
Finance
Human Resources**

Expenditure Summary

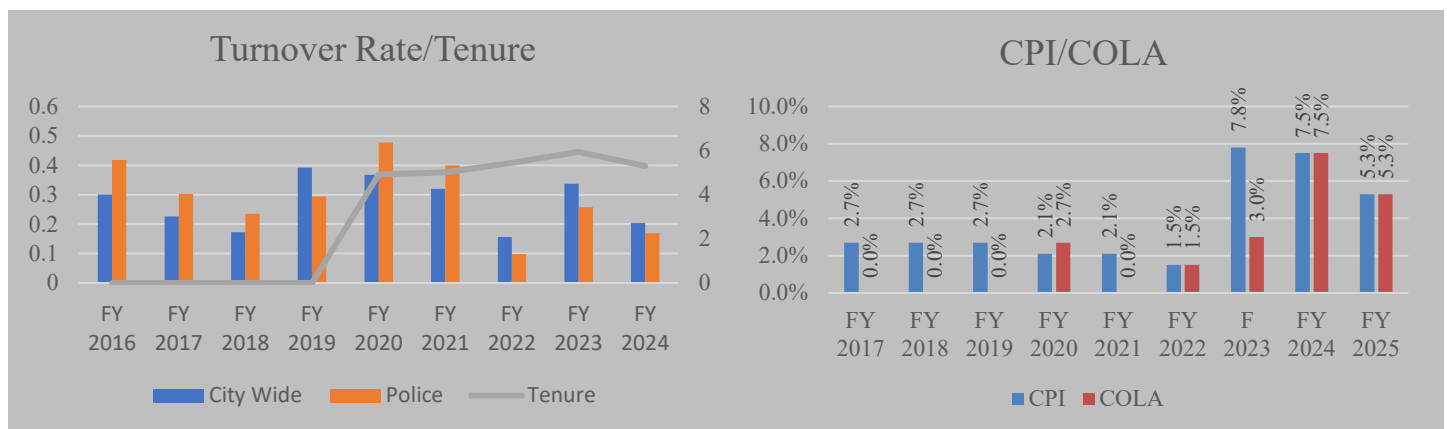
Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 40,893	\$ 53,587	\$ 53,587	\$ 104,492
Supplies	\$ 7,274	\$ 5,902	\$ 7,687	\$ 7,319
Professional Services	\$ 22,643	\$ 21,069	\$ 21,069	\$ 21,223
Services	\$ 3,492	\$ 5,062	\$ 5,567	\$ 6,324
Total	\$ 74,302	\$ 85,620	\$ 87,910	\$ 139,358

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Payrolls Processed	26	26	26	26
Payroll ACH items Processed	2,020	2,110	2,065	2,000
Employees Hired	21	15	24	15
Employees Terminated	27	10	16	15
Fire Tests Administered	1	1	2	1

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
HR Generalist	0.80	0.80	0.80	0.80
Total	0.80	0.80	0.80	0.80



Finance - Human Resources

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-34-5102	Salaries-Professional	\$ -	\$ -	\$ -	\$ 37,219
10-5-34-5104	Salaries-Operations	\$ 30,295	\$ 36,556	\$ 36,556	\$ 41,353
10-5-34-5112	Longevity Pay	\$ -	\$ 152	\$ 152	\$ 200
10-5-34-5113	Certification/Education Pay	\$ -	\$ 1,664	\$ 1,664	\$ 1,752
10-5-34-5120	FICA	\$ 1,895	\$ 2,935	\$ 2,935	\$ 6,160
10-5-34-5124	WC Insurance	\$ 69	\$ 91	\$ 91	\$ 190
10-5-34-5130	TMRS	\$ 3,272	\$ 4,672	\$ 4,672	\$ 10,025
10-5-34-5150	Group Insurance	\$ 5,362	\$ 7,517	\$ 7,517	\$ 7,593
	Total Personnel	\$ 40,893	\$ 53,587	\$ 53,587	\$ 104,492
10-5-34-5201	Office Supplies	\$ 1,014	\$ 492	\$ 400	\$ 500
10-5-34-5203	Postage	\$ 28	\$ 60	\$ 10	\$ 50
10-5-34-5204	Clothing Supplies	\$ 26	\$ 50	\$ 50	\$ 50
10-5-34-5215	Small Equipment	\$ 344	\$ 1,227	\$ 1,227	\$ -
10-5-34-5230	Employee Testing	\$ 5,863	\$ 4,073	\$ 6,000	\$ 6,719
	Total Supplies	\$ 7,274	\$ 5,902	\$ 7,687	\$ 7,319
10-5-34-5406	Information Technology Services	\$ 3,789	\$ 3,699	\$ 3,699	\$ 3,773
10-5-34-5407	Administration Services	\$ 6,854	\$ 5,370	\$ 5,370	\$ 5,450
10-5-34-5408	Benefit Services	\$ 12,000	\$ 12,000	\$ 12,000	\$ 12,000
	Total Professional Services	\$ 22,643	\$ 21,069	\$ 21,069	\$ 21,223
10-5-34-5502	Communication Services	\$ 237	\$ 336	\$ 310	\$ 360
10-5-34-5511	Insurance-General Liability	\$ 37	\$ 60	\$ 60	\$ 61
10-5-34-5512	Insurance-Errors & Omissions	\$ 84	\$ 126	\$ 126	\$ 131
10-5-34-5541	Training & Travel	\$ 2,530	\$ 2,925	\$ 3,720	\$ 3,960
10-5-34-5542	Due/Memberships	\$ 604	\$ 1,615	\$ 1,351	\$ 1,812
	Total Services	\$ 3,492	\$ 5,062	\$ 5,567	\$ 6,324
	Total Finance-Human Resources	\$ 74,302	\$ 85,620	\$ 87,910	\$ 139,358
	Total Finance	\$ 1,726,401	\$ 1,769,304	\$ 1,814,541	\$ 2,060,082



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

- Completed a fine and offense code audit to maintain public trust and operate more effectively and equitably. (B4)
- Sponsored a booth at National Night Out to increase community outreach. (A11, E7)
- Began a comprehensive audit of nearly 17,000 active warrants, including juvenile cases, which will allow the court to perform more efficiently.
- Updated judge and prosecutor standing orders to streamline processes.
- Created and implemented a confidentiality policy to be in compliance with Texas Supreme Court order.
- Inspected, logged, and purged all court records through FY 2018 to become compliant with court record management policies and state laws.

Goals

- Complete audit of all cases older than two years to ensure case viability.
- Host an event(s) during Municipal Court Week to promote safety and increase community outreach. (A11, E6, E7)
- Sponsor a “Sober Prom Event” in conjunction with the Police Department and La Vega High School to promote safety and increase community outreach. (A11, E6, E7)
- Sponsor a warrant round-up/resolution event in conjunction with the Police Department to increase collections on outstanding cases and improve defendant compliance with court orders. (B1)
- Continue professional development and improvement by completing the Level III Court Clerk certification. (A12)
- Sponsor a booth at National Night Out to increase community outreach. (A11, E7)
- Implement the new juvenile pre-trial diversion program that is required to be compliant with state law.

**Annual Budget
FY 2025**

**General Fund
Municipal Court**

Expenditure Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 60,503	\$ 80,544	\$ 80,544	\$ 84,980
Supplies	\$ 3,745	\$ 5,173	\$ 3,842	\$ 5,070
Repairs & Maintenance	\$ 927	\$ 3,500	\$ 1,000	\$ 2,000
Professional Services	\$ 26,458	\$ 48,280	\$ 48,430	\$ 31,790
Services	\$ 16,585	\$ 19,197	\$ 20,247	\$ 22,420
Transfers Out	\$ 27,861	\$ -	\$ -	\$ -
Total	\$ 136,077	\$ 156,694	\$ 154,063	\$ 146,260

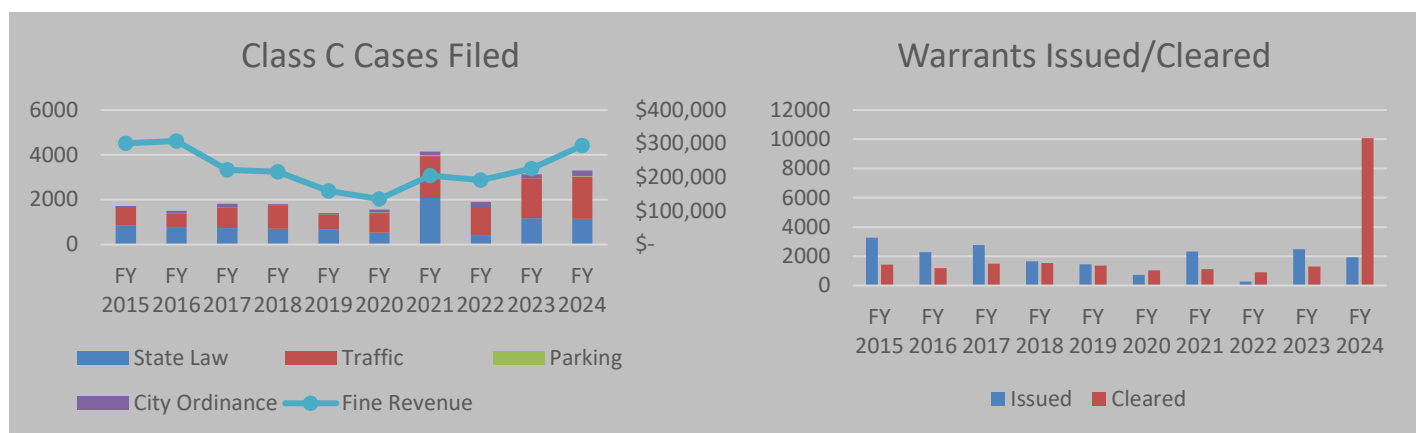
Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Court sessions	23	24	18	18
Bench Trials	3	3	2	2
Jury Trials	-	2	5	2
Property Hearings	2	4	3	20
Warrants Outstanding	16,702	16,000	7,569	9,500

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
City Attorney - 1*	Part Time	Part Time	Part Time	Part Time
City Judge - 1*	Part Time	Part Time	Part Time	Part Time
Court Administrator	1	1	1	1
Total	1	1	1	1

* Appointed, part-time positions.



In FY 2024, the Municipal Court dismissed uncollectible\invalid warrants from the court system in our continuing efforts to improve the efficiency of the court.

**Annual Budget
FY 2025**

**General Fund
Municipal Court**

Municipal Court

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-40-5103	Salaries-Supervisory	\$ 49,825	\$ 58,217	\$ 58,217	\$ 61,572
10-5-40-5112	Longevity	\$ -	\$ 110	\$ 110	\$ 170
10-5-40-5113	Certification/Education Pay	\$ 779	\$ 935	\$ 935	\$ 990
10-5-40-5120	FICA	\$ 3,821	\$ 4,533	\$ 4,533	\$ 4,799
10-5-40-5124	WC Insurance	\$ 111	\$ 139	\$ 139	\$ 148
10-5-40-5130	TMRS	\$ 5,284	\$ 7,214	\$ 7,214	\$ 7,810
10-5-40-5150	Group Insurance	\$ 684	\$ 9,396	\$ 9,396	\$ 9,491
	Total Personnel	\$ 60,503	\$ 80,544	\$ 80,544	\$ 84,980
10-5-40-5201	Office Supplies	\$ 251	\$ 1,053	\$ 600	\$ 1,000
10-5-40-5203	Postage	\$ 1,770	\$ 1,970	\$ 1,735	\$ 2,170
10-5-40-5204	Clothing Supplies	\$ 26	\$ 50	\$ 30	\$ 50
10-5-40-5205	Janitorial Supplies	\$ 86	\$ 150	\$ 100	\$ 150
10-5-40-5210	Tools & Other Supplies	\$ -	\$ 100	\$ 100	\$ 100
10-5-40-5215	Small Equipment	\$ 1,611	\$ 1,850	\$ 1,277	\$ 1,600
	Total Supplies	\$ 3,745	\$ 5,173	\$ 3,842	\$ 5,070
10-5-40-5301	Building Maintenance	\$ 927	\$ 3,500	\$ 1,000	\$ 2,000
	Total Repairs & Maintenance	\$ 927	\$ 3,500	\$ 1,000	\$ 2,000
10-5-40-5404	Legal Services	\$ 25,258	\$ 25,850	\$ 26,000	\$ 31,500
10-5-40-5406	Information Technology Services	\$ 1,200	\$ 22,430	\$ 22,430	\$ 290
	Total Professional Services	\$ 26,458	\$ 48,280	\$ 48,430	\$ 31,790
10-5-40-5501	Electric Services	\$ 3,581	\$ 3,812	\$ 3,813	\$ 4,300
10-5-40-5502	Communication Services	\$ 831	\$ 948	\$ 850	\$ 960
10-5-40-5504	Internet Services	\$ -	\$ -	\$ -	\$ -
10-5-40-5506	Merchant Services	\$ 8,054	\$ 9,800	\$ 10,500	\$ 11,520
10-5-40-5511	Insurance-General Liability	\$ 46	\$ 75	\$ 75	\$ 76
10-5-40-5512	Insurance-Errors & Omissions	\$ 105	\$ 158	\$ 158	\$ 163
10-5-40-5513	Insurance-Crime/Dishonesty	\$ 69	\$ 69	\$ 69	\$ 69
10-5-40-5517	Insurance-Property	\$ 911	\$ 1,128	\$ 1,128	\$ 1,262
10-5-40-5531	Equipment Rental	\$ 2,090	\$ 2,351	\$ 2,315	\$ 2,460
10-5-40-5541	Training & Travel	\$ 788	\$ 494	\$ 1,000	\$ 1,500
10-5-40-5542	Dues / Memberships	\$ 110	\$ 362	\$ 340	\$ 110
	Total Services	\$ 16,585	\$ 19,197	\$ 20,247	\$ 22,420
10-5-40-5961	Transfer to Fund 61	\$ 27,861	\$ -	\$ -	\$ -
	Total Transfers Out	\$ 27,861	\$ -	\$ -	\$ -
	Total Municipal Court	\$ 136,077	\$ 156,694	\$ 154,063	\$ 146,260

Description

The Police department is comprised of five divisions:

1. Operations
2. Animal Control
3. VCLG
4. VAWA CID
5. Communications

The details of these divisions follow.

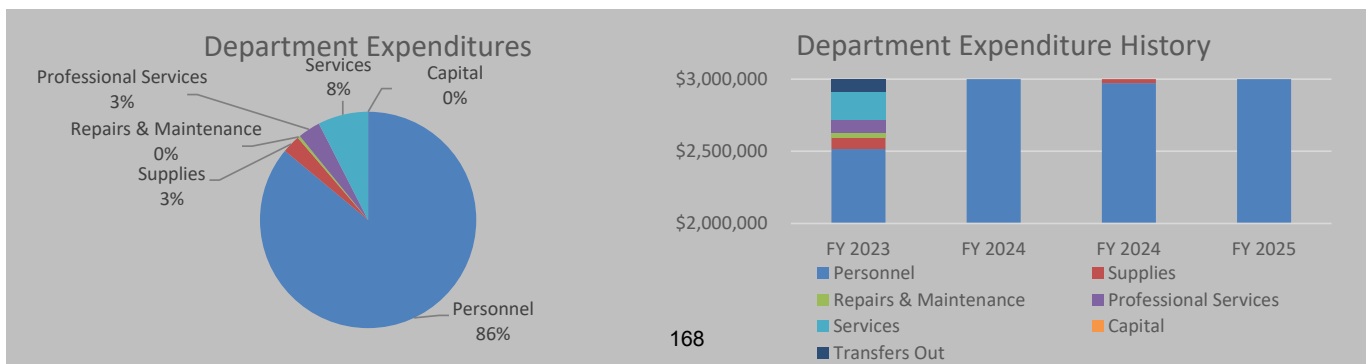
Expenditure Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 2,515,495	\$ 3,036,967	\$ 2,971,891	\$ 3,173,601
Supplies	\$ 79,210	\$ 98,161	\$ 91,327	\$ 99,597
Repairs & Maintenance	\$ 34,322	\$ 28,135	\$ 17,831	\$ 14,551
Professional Services	\$ 91,454	\$ 128,378	\$ 80,534	\$ 123,678
Services	\$ 192,409	\$ 189,011	\$ 183,402	\$ 277,631
Capital	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ 290,430	\$ -	\$ -	\$ -
Total	\$ 3,203,318	\$ 3,480,652	\$ 3,344,985	\$ 3,689,058

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Chief of Police	1.00	1.00	1.00	1.00
Assistant Police Chief	1.00	1.00	1.00	1.00
Lieutenant	2.00	2.00	2.00	2.00
Sergeant	5.00	5.00	5.00	5.00
Detective*	3.00	2.00	2.00	2.00
Patrol Officer	12.00	12.00	12.00	12.00
Total Sworn	24.00	23.00	23.00	23.00
Communications Manager	1.00	1.00	1.00	1.00
Communications Operator	5.00	5.00	5.00	5.00
Administrative Assistant	1.00	1.00	1.00	1.00
Records Clerk	1.00	1.00	1.00	1.00
Crime Victim Liason*	1.00	1.00	-	-
Animal Control Officer	1.00	1.00	1.00	1.00
Total Non-Sworn	10.00	10.00	9.00	9.00
Total	34.00	33.00	32.00	32.00

*Increased by Grant



Description

The Bellmead Police Department provides excellent service through partnerships that build trust, reduce crime, create safe environments, 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

- Implemented a Tag & Tow Program allowing owners 72 hours to remove inoperable vehicles from the public right-of-way in an effort to beautify the City. (E9)
- Held the second annual Citizens Police Academy, which presented numerous topics regarding the police department functions and benefits to the community. (E3, E7)
- Held National Night Out as a successful community event, which presented several resource outlets and information to the public and our community. (E3, E7)
- Replaced the department's computer file server to increase the overall efficiency of police operations. (A9, E2)
- Diligently worked to reduce the City crime rate and enhance the safety and of the community. (E6)

Goals

- Continue the process of becoming accredited with the Texas Police Chiefs Association to ensure the department is in compliance with the Texas Law Enforcement Best Practices. (E1)
- Increase current community policing programs. (E3)
- Continue to host the Citizens Police Academy to increase community support. (E3, E7)
- Seek grant opportunities where available to assist with the upgrade of communication equipment and remodel for dispatch. (B1, E2)
- Continue with the narcotics search warrants, arrests, and controlled buys by the CID division to reduce drugs within the community. (E6)
- Enhance the department online presence to tell "Our Story" and the good news of change in the City.

(Strategic Plan Goal #)

**Annual Budget
FY 2025**

**General Fund
Police
Operations**

Expenditure Summary

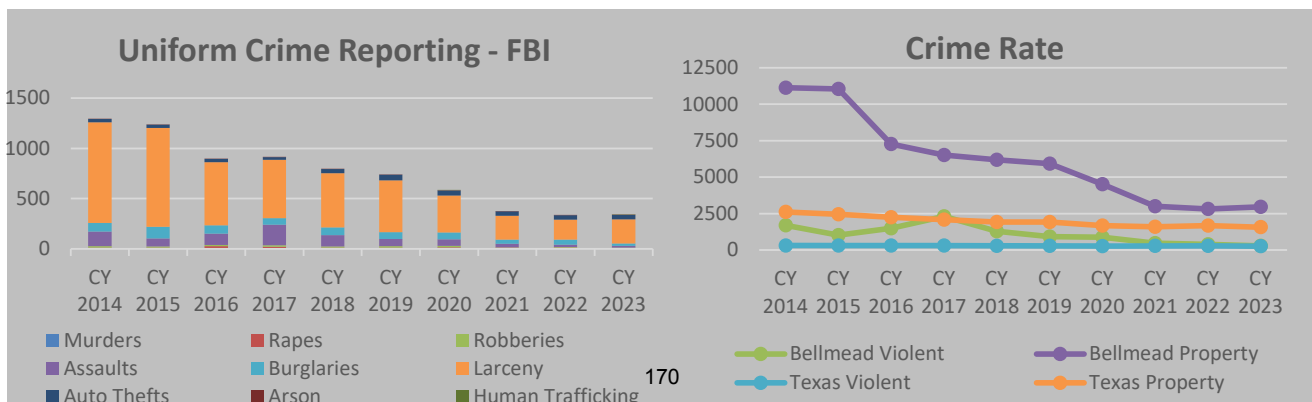
Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 2,350,473	\$ 2,913,867	\$ 2,910,341	\$ 2,660,446
Supplies	\$ 74,640	\$ 94,718	\$ 89,642	\$ 95,736
Repairs & Maintenance	\$ 33,998	\$ 27,568	\$ 17,731	\$ 14,143
Professional Services	\$ 91,230	\$ 128,064	\$ 80,384	\$ 110,471
Services	\$ 115,795	\$ 144,339	\$ 141,702	\$ 134,648
Capital	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ 290,430	\$ -	\$ -	\$ -
Total	\$ 2,956,566	\$ 3,308,556	\$ 3,239,800	\$ 3,015,444

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Calls for Service	16,294	16,000	18,838	17,000
Citations	1,611	1,700	2,011	2,000
Traffic Accidents	613	700	671	675
Arrests	773	900	824	700
Offense Reports	1,042	1,500	1,170	1,125

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Chief of Police	1.00	1.00	1.00	1.00
Assistant Police Chief	1.00	1.00	1.00	1.00
Lieutenant	2.00	2.00	2.00	2.00
Sergeant	5.00	5.00	5.00	5.00
Detective	2.00	2.00	2.00	2.00
Patrol Officer	12.00	12.00	12.00	12.00
Total Sworn	23.00	23.00	23.00	23.00
Administrative Assistant	1.00	1.00	1.00	1.00
Records Clerk	1.00	1.00	1.00	1.00
Total Non-Sworn	2.00	2.00	2.00	2.00
Total	25.00	25.00	25.00	25.00



Police - Operations

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-51-5101	Salaries-Administrative	\$ 111,088	\$ 123,552	\$ 123,552	\$ 130,486
10-5-51-5103	Salaries-Supervisory	\$ 661,414	\$ 719,239	\$ 719,239	\$ 716,879
10-5-51-5104	Salaries-Operations	\$ 964,809	\$ 1,184,235	\$ 1,184,235	\$ 1,023,892
10-5-51-5110	Overtime	\$ 25,188	\$ 68,647	\$ 68,647	\$ 52,223
10-5-51-5112	Longevity	\$ 5,470	\$ 6,675	\$ 6,575	\$ 7,965
10-5-51-5113	Certification/Education Pay	\$ 14,149	\$ 26,133	\$ 22,707	\$ 23,405
10-5-51-5115	Hiring Incentive Pay	\$ 13,500	\$ 15,000	\$ 15,000	\$ 15,000
10-5-51-5120	FICA	\$ 134,483	\$ 163,976	\$ 163,976	\$ 150,694
10-5-51-5124	WC Insurance	\$ 41,897	\$ 54,215	\$ 54,215	\$ 57,380
10-5-51-5125	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -
10-5-51-5130	TMRS	\$ 187,441	\$ 260,916	\$ 260,916	\$ 245,246
10-5-51-5150	Group Insurance	\$ 191,033	\$ 291,279	\$ 291,279	\$ 237,276
	Total Personnel	\$ 2,350,473	\$ 2,913,867	\$ 2,910,341	\$ 2,660,446
10-5-51-5201	Office Supplies	\$ 3,427	\$ 3,500	\$ 2,248	\$ 2,500
10-5-51-5203	Postage	\$ 689	\$ 850	\$ 850	\$ 860
10-5-51-5204	Clothing Supplies	\$ 8,456	\$ 10,000	\$ 8,724	\$ 9,248
10-5-51-5205	Janitorial Supplies	\$ 1,609	\$ 1,200	\$ 1,084	\$ 1,153
10-5-51-5207	Fuel	\$ 51,548	\$ 59,160	\$ 57,905	\$ 63,700
10-5-51-5208	Training Supplies	\$ 960	\$ 1,500	\$ 1,341	\$ 1,840
10-5-51-5210	Tools & Other Supplies	\$ 7,463	\$ 5,321	\$ 4,988	\$ 4,935
10-5-51-5215	Small Equipment	\$ 489	\$ 13,187	\$ 12,502	\$ 11,500
	Total Supplies	\$ 74,640	\$ 94,718	\$ 89,642	\$ 95,736
10-5-51-5301	Building Maintenance	\$ 4,731	\$ 3,638	\$ 1,941	\$ 3,698
10-5-51-5321	Machinery & Equipment Maint	\$ -	\$ 485	\$ 485	\$ 485
10-5-51-5322	Vehicle Maintenance	\$ 28,676	\$ 22,000	\$ 15,305	\$ 9,960
10-5-51-5325	Radio Maintenance	\$ 591	\$ 1,445	\$ -	\$ -
	Total Repairs & Maintenance	\$ 33,998	\$ 27,568	\$ 17,731	\$ 14,143
10-5-51-5404	Legal Services	\$ 12,507	\$ 10,000	\$ 5,000	\$ 10,000
10-5-51-5405	Medical Services	\$ 850	\$ 500	\$ 350	\$ 500
10-5-51-5406	Information Technology Services	\$ 77,873	\$ 117,564	\$ 75,034	\$ 99,971
	Total Professional Services	\$ 91,230	\$ 128,064	\$ 80,384	\$ 110,471

Police - Operations Continued

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-51-5501	Electric Services	\$ 11,433	\$ 14,363	\$ 14,365	\$ 15,000
10-5-51-5502	Communication Services	\$ 19,053	\$ 19,704	\$ 19,160	\$ 20,580
10-5-51-5503	Gas Services	\$ 808	\$ 850	\$ 860	\$ 950
10-5-51-5504	Internet Services	\$ 1,510	\$ 1,644	\$ 1,570	\$ 1,680
10-5-51-5507	Radio Services	\$ 16,075	\$ 16,750	\$ 16,750	\$ 15,000
10-5-51-5511	Insurance-General Liability	\$ 1,418	\$ 2,391	\$ 2,390	\$ 1,893
10-5-51-5512	Insurance-Errors & Omissions	\$ 3,256	\$ 5,054	\$ 5,054	\$ 4,065
10-5-51-5514	Insurance-Law Enf Liability	\$ 19,258	\$ 35,110	\$ 35,109	\$ 31,884
10-5-51-5515	Insurance-Auto	\$ 13,720	\$ 22,895	\$ 22,895	\$ 21,158
10-5-51-5517	Insurance-Property	\$ 2,439	\$ 3,057	\$ 3,019	\$ 3,378
10-5-51-5518	Claims & Damages	\$ -	\$ -	\$ -	\$ -
10-5-51-5521	Advertising/Marketing	\$ 1,232	\$ 500	\$ 500	\$ -
10-5-51-5531	Equipment Rental	\$ 2,980	\$ 2,970	\$ 2,970	\$ 1,608
10-5-51-5541	Training & Travel	\$ 19,504	\$ 13,889	\$ 14,300	\$ 13,790
10-5-51-5542	Dues/Memberships	\$ 1,580	\$ 2,762	\$ 1,285	\$ 1,565
10-5-51-5553	Community Service Programs	\$ 1,530	\$ 2,400	\$ 1,475	\$ 2,097
	Total Services	\$ 115,795	\$ 144,339	\$ 141,702	\$ 134,648
10-5-51-5705	Machinery & Equipment	\$ -	\$ -	\$ -	\$ -
10-5-51-5706	Vehicles	\$ -	\$ -	\$ -	\$ -
	Total Capital	\$ -	\$ -	\$ -	\$ -
10-5-51-5961	Transfer to Fund 61	\$ 290,430	\$ -	\$ -	\$ -
	Total Transfers Out	\$ 290,430	\$ -	\$ -	\$ -
	Total Police - Operations	\$ 2,956,566	\$ 3,308,556	\$ 3,239,800	\$ 3,015,444

Description

- Provides pickup and transport of stray animals within the city limits.
- Provides disposal of dead animals within the City limits from public property.
- Follows through on all animal bite reports and ensures that animal owners follow State quarantine laws.
- Provides education and assistance to citizens.

Accomplishments

- Planned and executed the 4th Annual Bellmead Family Dog Day that provided citizens with free microchips and discounted vaccines. (A11, E3)
- Assisted in two hoarding cases involving more than 60 dogs that were all fostered. (A4, B1, F2)
- Generated fresh original social media content keeping citizens informed on dogs picked up, ordinances, and news to keep citizens engaged in the page. (A11, E3)
- Created a community TNR program with local Girl Scouts in an effort to reduce the stray population. (C3, C9, F2)

Goals

- Research, identify, and apply for grants to assist citizens in spaying/neutering cats and dogs. (A3)
- Interact with students at elementary schools to reach out to our youth and help get ahead of future public safety concerns involving ACO issues. (A11, C3, C9, E7)
- Find new ways to reach out to citizens and make more meaningful connections. (E7)
- Continue to reduce the use of the Waco shelter by promoting microchips so that more animals can be accounted for and returned home when lost. (A4, B1, E3, F2)
- Host another successful Bellmead Family Dog Day event. (A11, E3)

Expenditure Summary

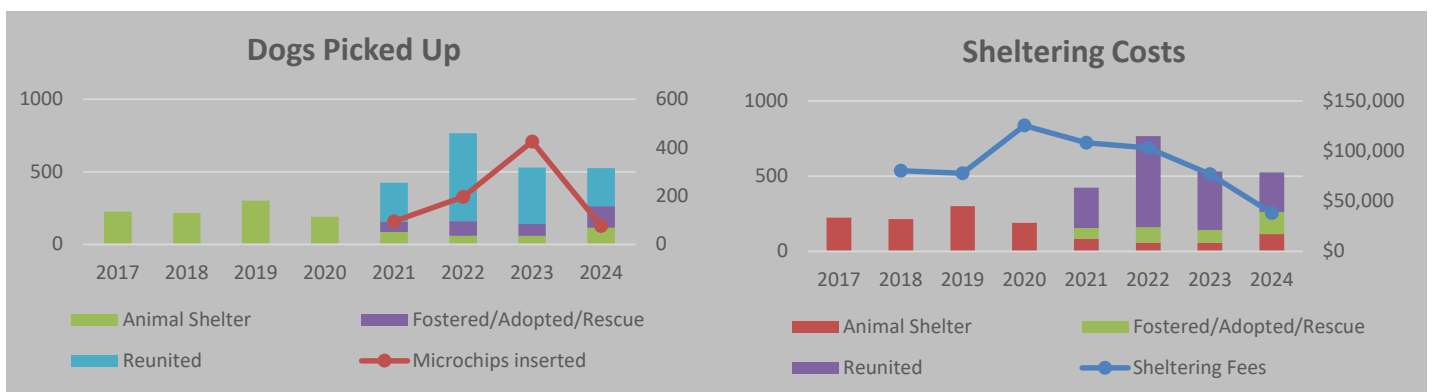
Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 51,982	\$ 61,550	\$ 61,550	\$ 64,710
Supplies	\$ 1,830	\$ 2,538	\$ 1,685	\$ 2,411
Repairs & Maintenance	\$ 114	\$ 567	\$ 100	\$ 408
Professional Services	\$ 207	\$ 314	\$ 150	\$ 314
Services	\$ 74,026	\$ 42,457	\$ 41,700	\$ 134,899
Capital	\$ -	\$ -	\$ -	\$ -
Total	\$ 128,158	\$ 107,426	\$ 105,185	\$ 202,742

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Calls for Service	690	900	621	800
Animals Taken to Shelter	58	40	115	75
Animal Rehomed/Fostered	82	80	148	60
Microchips inserted	16	125	76	75
Citations Issued	58	50	55	45
Reports	32	50	33	30

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Animal Control Officer	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00



In FY 2021, the City changed its focus and put an increased emphasis on reuniting the dogs with their owners through a microchipping program. This has resulted in less dogs in the shelter and decreased sheltering costs.

In FY 2024, animal control had multiple dog hoarding cases which resulted in increased animals being taken to the shelter.

Police - Animal Control

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-52-5104	Salaries-Operations	\$ 37,364	\$ 40,870	\$ 40,870	\$ 43,102
10-5-52-5110	Overtime	\$ -	\$ 1,204	\$ 1,204	\$ 1,293
10-5-52-5112	Longevity	\$ 110	\$ 170	\$ 170	\$ 230
10-5-52-5120	FICA	\$ 2,191	\$ 3,232	\$ 3,232	\$ 3,414
10-5-52-5124	WC Insurance	\$ 1,276	\$ 1,536	\$ 1,536	\$ 1,624
10-5-52-5130	TMRS	\$ 3,923	\$ 5,142	\$ 5,142	\$ 5,556
10-5-52-5150	Group Insurance	\$ 7,117	\$ 9,396	\$ 9,396	\$ 9,491
	Total Personnel	\$ 51,982	\$ 61,550	\$ 61,550	\$ 64,710
10-5-52-5201	Office Supplies	\$ 37	\$ 228	\$ 75	\$ 150
10-5-52-5203	Postage	\$ 18	\$ 50	\$ 20	\$ 50
10-5-52-5204	Clothing Supplies	\$ 228	\$ 130	\$ 80	\$ 132
10-5-52-5205	Janitorial Supplies	\$ 57	\$ 100	\$ 40	\$ 97
10-5-52-5207	Fuel	\$ 1,369	\$ 1,930	\$ 1,375	\$ 1,510
10-5-52-5210	Tools and Other Supplies	\$ 121	\$ 100	\$ 95	\$ 152
10-5-52-5215	Small Equipment	\$ -	\$ -	\$ -	\$ 320
	Total Supplies	\$ 1,830	\$ 2,538	\$ 1,685	\$ 2,411
10-5-52-5322	Vehicle Maintenance	\$ 114	\$ 567	\$ 100	\$ 408
	Total Repairs & Maintenance	\$ 114	\$ 567	\$ 100	\$ 408
10-5-52-5440	Testing Services	\$ 207	\$ 314	\$ 150	\$ 314
	Total Professional Services	\$ 207	\$ 314	\$ 150	\$ 314
10-5-52-5502	Communication Services	\$ 677	\$ 756	\$ 700	\$ 780
10-5-52-5507	Radio Services	\$ 600	\$ 600	\$ 125	\$ 300
10-5-52-5511	Insurance-General Liability	\$ 46	\$ 75	\$ 75	\$ 76
10-5-52-5512	Insurance-Errors & Omissions	\$ 105	\$ 158	\$ 158	\$ 163
10-5-52-5515	Insurance-Auto	\$ 510	\$ 704	\$ 704	\$ 659
10-5-52-5517	Insurance-Property	\$ -	\$ 18	\$ 18	\$ 21
10-5-52-5541	Training & Travel	\$ 320	\$ 487	\$ 487	\$ 495
10-5-52-5542	Dues/Membership	\$ 50	\$ 50	\$ 50	\$ 50
10-5-52-5554	Family Dog Day	\$ 1,165	\$ 1,425	\$ 1,200	\$ 1,315
10-5-52-5555	Animal Control	\$ 70,554	\$ 38,184	\$ 38,184	\$ 131,040
	Total Services	\$ 74,026	\$ 42,457	\$ 41,700	\$ 134,899
10-5-52-5704	Facilities	\$ -	\$ -	\$ -	\$ -
10-5-52-5706	Vehicles	\$ -	\$ -	\$ -	\$ -
	Total Capital	\$ -	\$ -	\$ -	\$ -
	Total Police - Animal Control	\$ 128,158	\$ 107,426	\$ 105,185	\$ 202,742

Expenditure Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 47,306	\$ 61,550	\$ -	\$ -
Supplies	\$ 516	\$ 905	\$ -	\$ -
Repairs & Maintenance	\$ 80	\$ -	\$ -	\$ -
Services	\$ 1,592	\$ 2,215	\$ -	\$ -
Total	\$ 49,494	\$ 64,670	\$ -	\$ -

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
New Victims Served	300	300	-	-
Follow-ups With Victims	450	500	-	-
Victims Assisted with SAVNS	300	350	-	-
Attendees at Informational Booths	3,000	5,000	-	-
Individuals Trained	100	100	-	-

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Crime Victim Liason*	1.00	1.00	-	-
Total	1.00	1.00	-	-

*Increased by Grant

Police - VCLG

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-53-5104	Salaries-Operations	\$ 33,184	\$ 42,377	\$ -	\$ -
10-5-53-5112	Longevity	\$ 65	\$ 125	\$ -	\$ -
10-5-53-5113	Certification/Education Pay	\$ 935	\$ 935	\$ -	\$ -
10-5-53-5120	FICA	\$ 2,573	\$ 3,323	\$ -	\$ -
10-5-53-5124	WC Insurance	\$ 78	\$ 107	\$ -	\$ -
10-5-53-5125	Unemployment Compensation	\$ 1,061	\$ -	\$ -	\$ -
10-5-53-5130	TMRS	\$ 3,511	\$ 5,287	\$ -	\$ -
10-5-53-5150	Group Insurance	\$ 5,898	\$ 9,396	\$ -	\$ -
	Total Personnel	\$ 47,306	\$ 61,550	\$ -	\$ -
10-5-53-5201	Office Supplies	\$ 22	\$ 297	\$ -	\$ -
10-5-53-5204	Clothing Supplies	\$ 24	\$ 128	\$ -	\$ -
10-5-53-5207	Fuel	\$ 470	\$ 480	\$ -	\$ -
	Total Supplies	\$ 516	\$ 905	\$ -	\$ -
10-5-53-5322	Vehicle Maintenance	\$ 80	\$ -	\$ -	\$ -
	Total Repairs & Maintenance	\$ 80	\$ -	\$ -	\$ -
10-5-53-5502	Communication Services	\$ 569	\$ 744	\$ -	\$ -
10-5-53-5507	Radio Services	\$ 275	\$ 300	\$ -	\$ -
10-5-53-5511	Insurance-General Liability	\$ 46	\$ 75	\$ -	\$ -
10-5-53-5512	Insurance-E&O	\$ 105	\$ 158	\$ -	\$ -
10-5-53-5515	Insurance-Auto	\$ 597	\$ 938	\$ -	\$ -
	Total Services	\$ 1,592	\$ 2,215	\$ -	\$ -
	Total Police - VCLG	\$ 49,494	\$ 64,670	\$ -	\$ -

Expenditure Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 65,735	\$ -	\$ -	\$ -
Supplies	\$ 2,223	\$ -	\$ -	\$ -
Repairs & Maintenance	\$ 130	\$ -	\$ -	\$ -
Professional Services	\$ 17	\$ -	\$ -	\$ -
Services	\$ 995	\$ -	\$ -	\$ -
Total	\$ 69,100	\$ -	\$ -	\$ -

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Filed Cases	65	-	-	-
Cases Investigated	132	-	-	-
Cases Resulting in Arrest	65	-	-	-
Individuals Trained	33	-	-	-

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
VAWA Detective	1.00	-	-	-
Total	1.00	-	-	-

*Increased by Grant

Police - VAWA CID

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-54-5104	Salaries-Operations	\$ 47,603	\$ -	\$ -	\$ -
10-5-54-5112	Longevity	\$ 75	\$ -	\$ -	\$ -
10-5-54-5113	Certification/Education Pay	\$ 1,848	\$ -	\$ -	\$ -
10-5-54-5120	FICA	\$ 3,747	\$ -	\$ -	\$ -
10-5-54-5124	WC Insurance	\$ 1,463	\$ -	\$ -	\$ -
10-5-54-5130	TMRS	\$ 5,063	\$ -	\$ -	\$ -
10-5-54-5150	Group Insurance	\$ 5,937	\$ -	\$ -	\$ -
	Total Personnel	\$ 65,735	\$ -	\$ -	\$ -
10-5-54-5201	Office Supplies	\$ 22	\$ -	\$ -	\$ -
10-5-54-5207	Fuel	\$ 2,201	\$ -	\$ -	\$ -
	Total Supplies	\$ 2,223	\$ -	\$ -	\$ -
10-5-54-5322	Vehicle Maintenance	\$ 130	\$ -	\$ -	\$ -
	Total Repairs & Maintenance	\$ 130	\$ -	\$ -	\$ -
10-5-54-5406	Information Technology Services	\$ 17	\$ -	\$ -	\$ -
	Total Professional Services	\$ 17	\$ -	\$ -	\$ -
10-5-54-5502	Communication Services	\$ 569	\$ -	\$ -	\$ -
10-5-54-5507	Radio Services	\$ 275	\$ -	\$ -	\$ -
10-5-54-5511	Insurance-General Liability	\$ 46	\$ -	\$ -	\$ -
10-5-54-5512	Insurance-E&O	\$ 105	\$ -	\$ -	\$ -
	Total Services	\$ 995	\$ -	\$ -	\$ -
	Total Police - VAWA CID	\$ 69,100	\$ -	\$ -	\$ -

**Annual Budget
FY 2025**

**General Fund
Police
Communications**

Expenditure Summary

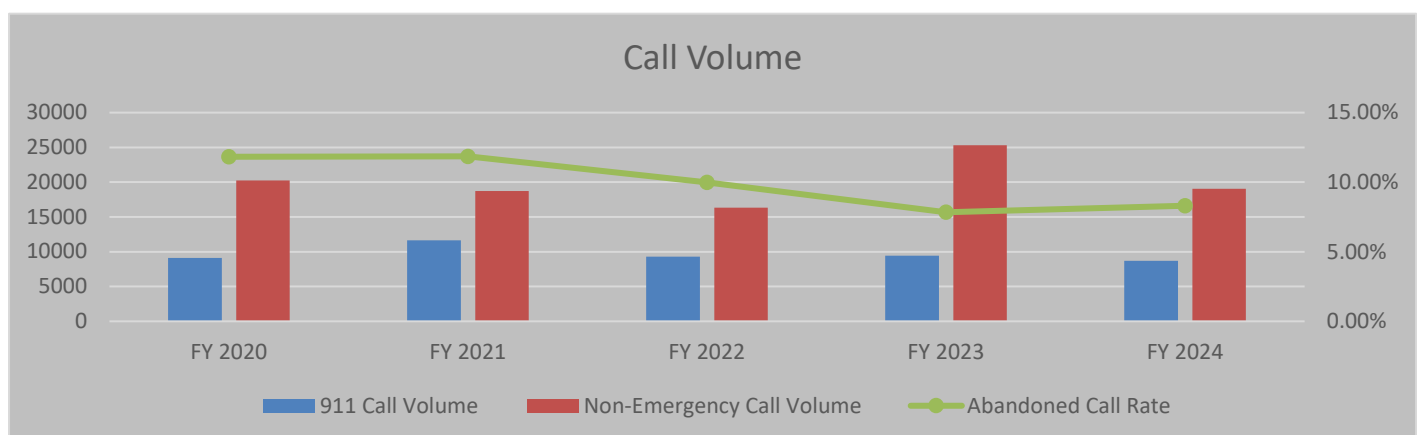
Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ -	\$ -	\$ -	\$ 448,445
Supplies	\$ -	\$ -	\$ -	\$ 1,450
Professional Services	\$ -	\$ -	\$ -	\$ 12,893
Services	\$ -	\$ -	\$ -	\$ 8,084
Total	\$ -	\$ -	\$ -	\$ 470,872

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
911 Call Volume	9,415	9,000	8,685	9,000
Non-Emergency Call Volume	25,292	26,000	19,047	20,000
Abandoned Call Rate	7.84%	<5%	8.30%	<5%

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Communications Manager	1.00	1.00	1.00	1.00
Communications Operator	5.00	5.00	5.00	5.00
Total	6.00	6.00	6.00	6.00



Police - Communications

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-55-5103	Salaries-Supervisory	\$ -	\$ -	\$ -	\$ 62,133
10-5-55-5104	Salaries-Operations	\$ -	\$ -	\$ -	\$ 239,873
10-5-55-5110	Overtime	\$ -	\$ -	\$ -	\$ 9,061
10-5-55-5112	Longevity	\$ -	\$ -	\$ -	\$ 9,821
10-5-55-5113	Certification/Education Pay	\$ -	\$ -	\$ -	\$ 4,460
10-5-55-5120	FICA	\$ -	\$ -	\$ -	\$ 24,889
10-5-55-5124	WC Insurance	\$ -	\$ -	\$ -	\$ 755
10-5-55-5130	TMRS	\$ -	\$ -	\$ -	\$ 40,506
10-5-55-5150	Group Insurance	\$ -	\$ -	\$ -	\$ 56,947
	Total Personnel	\$ -	\$ -	\$ -	\$ 448,445
10-5-55-5201	Office Supplies	\$ -	\$ -	\$ -	\$ 500
10-5-55-5204	Clothing Supplies	\$ -	\$ -	\$ -	\$ 500
10-5-55-5215	Small Equipment	\$ -	\$ -	\$ -	\$ 450
	Total Supplies	\$ -	\$ -	\$ -	\$ 1,450
10-5-55-5406	Information Technology Services	\$ -	\$ -	\$ -	\$ 12,893
	Total Professional Services	\$ -	\$ -	\$ -	\$ 12,893
10-5-55-5502	Communication Services	\$ -	\$ -	\$ -	\$ 1,620
10-5-55-5507	Radio Services	\$ -	\$ -	\$ -	\$ 2,400
10-5-55-5511	Insurance-General Liability	\$ -	\$ -	\$ -	\$ 493
10-5-55-5512	Insurance-Errors & Omissions	\$ -	\$ -	\$ -	\$ 1,057
10-5-55-5531	Equipment Rental	\$ -	\$ -	\$ -	\$ 1,404
10-5-55-5541	Training & Travel	\$ -	\$ -	\$ -	\$ 1,110
	Total Services	\$ -	\$ -	\$ -	\$ 8,084
	Total Police - Communications	\$ -	\$ -	\$ -	\$ 470,872
	Total Police	\$ 3,203,318	\$ 3,480,652	\$ 3,344,985	\$ 3,689,058

Description

The Fire department is comprised of two divisions:

1. Suppression
2. Investigations

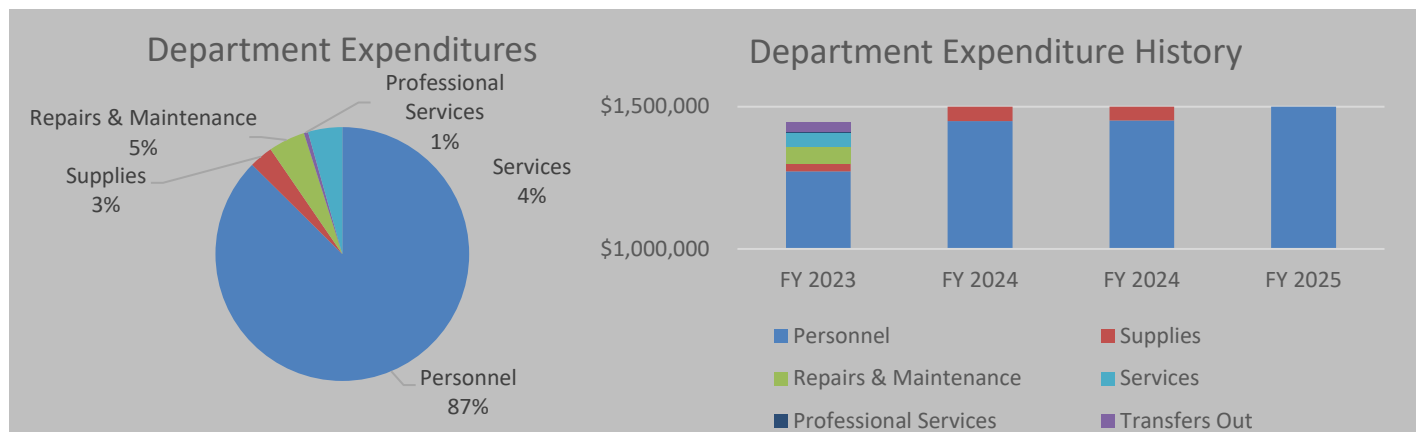
The details of these divisions follow.

Expenditure Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 1,273,224	\$ 1,449,494	\$ 1,451,143	\$ 1,499,683
Supplies	\$ 28,811	\$ 62,612	\$ 56,661	\$ 51,826
Repairs & Maintenance	\$ 55,734	\$ 63,227	\$ 62,973	\$ 80,168
Professional Services	\$ 2,975	\$ 11,711	\$ 10,521	\$ 9,048
Services	\$ 51,295	\$ 64,756	\$ 64,534	\$ 74,929
Transfers Out	\$ 35,554	\$ -	\$ -	\$ -
Total	\$ 1,412,039	\$ 1,651,800	\$ 1,645,832	\$ 1,715,654

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Fire Chief	1.00	1.00	1.00	1.00
Fire Marshal	1.00	1.00	1.00	1.00
Lieutenant	3.00	3.00	3.00	3.00
Firefighter	9.00	9.00	9.00	9.00
Building Inspector	1.00	-	-	-
Total	15.00	14.00	14.00	14.00



Description

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

- 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.
- Coordinates emergency management planning and preparedness activities.
- Conducts annual fire hydrant maintenance program.

Accomplishments

- Demonstrated effective collaboration with neighboring fire departments to improve aid and emergency response in times of large-scale incidents.
- Continued to obtain firefighter certifications to stay committed to the safety of the citizens. (E1)
- Updated the record management system to a more robust network system to improve accessibility, efficiency, and accuracy. (A9)

Goals

- Implement pre-incident planning by gathering and recording critical information that will be useful in decision making in an emergency situation.
- Continue to develop a renovation plan for the fire station to expand engine bay area, update office and living space, and build an isolated PPE room to meet NFPA and TCFP standards. (A13)
- Explore solutions for ISO improvements to potentially lower the City's Public Protection classification from a 3/3X to a potential PPC 1 rating in an effort to assist the underwriting process with insurance companies. (B1)
- Create a Community Risk Reduction Program to prioritize local risks such as potential loss of life, property, and resources associated with life safety, fire and other disasters within a community. (A4, E3, E8)
- Strengthen the department's Emergency Medical Services capabilities to ensure that firefighters are well-trained to provide effective pre-hospital care during medical emergencies. (A12, E1)
- Continue to decrease the department's response time to improve lifesaving opportunities and minimizing property damage.

Expenditure Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 1,180,036	\$ 1,339,066	\$ 1,340,715	\$ 1,380,255
Supplies	\$ 27,353	\$ 57,732	\$ 49,296	\$ 43,778
Repairs & Maintenance	\$ 55,710	\$ 61,377	\$ 60,998	\$ 76,535
Professional Services	\$ 2,975	\$ 10,887	\$ 10,392	\$ 7,936
Services	\$ 48,571	\$ 60,030	\$ 59,864	\$ 67,773
Transfers Out	\$ 35,554	\$ -	\$ -	\$ -
Total	\$ 1,350,199	\$ 1,529,092	\$ 1,521,265	\$ 1,576,277

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Calls for Service:				
- Residential & Commercial Fires	11	30	19	14
- Grass Fires	29	2	20	14
- Vehicle Fires	13	18	8	18
- Trash Fires	27	26	38	30
- Good Intent	3	81	36	80
- Rescue & EMS Assists	1,186	940	1,262	990
- False Alarms	49	45	48	42
- Other Calls/Spills/HazMat	32	80	44	79
Total Calls	1,350	1,222	1,475	1,267

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Fire Chief	1.00	1.00	1.00	1.00
Lieutenant	3.00	3.00	3.00	3.00
Firefighter	9.00	9.00	9.00	9.00
Total	13.00	13.00	13.00	13.00

Fire - Suppression

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-61-5101	Salaries-Administrative	\$ 113,004	\$ 126,106	\$ 126,106	\$ 133,184
10-5-61-5103	Salaries-Supervisory	\$ 236,409	\$ 241,754	\$ 241,754	\$ 232,845
10-5-61-5104	Salaries-Operations	\$ 483,743	\$ 512,749	\$ 512,749	\$ 537,608
10-5-61-5110	Overtime	\$ 49,955	\$ 85,254	\$ 88,254	\$ 92,941
10-5-61-5112	Longevity	\$ 9,975	\$ 10,075	\$ 9,270	\$ 8,810
10-5-61-5113	Certification/Education Pay	\$ 11,907	\$ 11,392	\$ 10,846	\$ 12,633
10-5-61-5120	FICA	\$ 67,324	\$ 75,759	\$ 75,759	\$ 77,879
10-5-61-5124	WC Insurance	\$ 28,359	\$ 33,280	\$ 33,280	\$ 34,227
10-5-61-5130	TMRS	\$ 94,063	\$ 120,548	\$ 120,548	\$ 126,744
10-5-61-5150	Group Insurance	\$ 85,298	\$ 122,149	\$ 122,149	\$ 123,384
	Total Personnel	\$ 1,180,036	\$ 1,339,066	\$ 1,340,715	\$ 1,380,255
10-5-61-5201	Office Supplies	\$ 282	\$ 1,000	\$ 1,000	\$ 1,000
10-5-61-5203	Postage	\$ 227	\$ 240	\$ 200	\$ 200
10-5-61-5204	Clothing Supplies	\$ 5,719	\$ 13,320	\$ 13,320	\$ 10,953
10-5-61-5205	Janitorial Supplies	\$ 1,445	\$ 1,700	\$ 1,500	\$ 1,700
10-5-61-5207	Fuel	\$ 15,725	\$ 19,280	\$ 15,550	\$ 17,000
10-5-61-5210	Tools & Other Supplies	\$ 346	\$ 1,500	\$ 900	\$ 2,067
10-5-61-5211	Medical Supplies	\$ 546	\$ 870	\$ 600	\$ 1,170
10-5-61-5213	Chemical Supplies	\$ 1,373	\$ 2,846	\$ 1,650	\$ 2,756
10-5-61-5215	Small Equipment	\$ 1,691	\$ 16,976	\$ 14,576	\$ 6,932
	Total Supplies	\$ 27,353	\$ 57,732	\$ 49,296	\$ 43,778
10-5-61-5301	Building Maintenance	\$ 13,734	\$ 17,982	\$ 16,982	\$ 9,670
10-5-61-5321	Machinery & Equipment Maint	\$ 12,564	\$ 11,966	\$ 11,966	\$ 36,206
10-5-61-5322	Vehicle Maintenance	\$ 27,236	\$ 25,944	\$ 24,819	\$ 19,184
10-5-61-5325	Radio/EWS Maintenance	\$ 2,175	\$ 3,535	\$ 5,981	\$ 9,200
10-5-61-5344	Fire Hydrant Maintenance	\$ -	\$ 1,950	\$ 1,250	\$ 2,275
	Total Repairs & Maintenance	\$ 55,710	\$ 61,377	\$ 60,998	\$ 76,535

Fire - Suppression Continued

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-61-5406	Information Technology Services	\$ 2,975	\$ 10,887	\$ 10,392	\$ 7,936
	Total Professional Services	\$ 2,975	\$ 10,887	\$ 10,392	\$ 7,936
10-5-61-5501	Electric Services	\$ 6,060	\$ 7,228	\$ 7,225	\$ 7,900
10-5-61-5502	Communication Services	\$ 4,070	\$ 4,860	\$ 4,060	\$ 4,080
10-5-61-5503	Gas Services	\$ 2,498	\$ 2,700	\$ 2,380	\$ 2,610
10-5-61-5504	Internet Services	\$ 1,380	\$ 1,380	\$ 1,450	\$ 1,500
10-5-61-5507	Radio Services	\$ 6,100	\$ 6,600	\$ 6,600	\$ 6,600
10-5-61-5511	Insurance-General Liability	\$ 640	\$ 972	\$ 971	\$ 985
10-5-61-5512	Insurance-Errors & Omissions	\$ 1,470	\$ 2,053	\$ 2,053	\$ 2,114
10-5-61-5515	Insurance-Auto	\$ 14,554	\$ 16,192	\$ 17,540	\$ 18,573
10-5-61-5517	Insurance-Property	\$ 1,584	\$ 2,481	\$ 2,481	\$ 2,776
10-5-61-5518	Claims & Damages	\$ -	\$ -	\$ -	\$ -
10-5-61-5531	Equipment Rental	\$ 1,600	\$ 1,600	\$ 1,600	\$ 1,608
10-5-61-5541	Training & Travel	\$ 6,397	\$ 10,229	\$ 10,229	\$ 15,102
10-5-61-5542	Dues/Memberships	\$ 2,218	\$ 3,735	\$ 3,275	\$ 3,925
	Total Services	\$ 48,571	\$ 60,030	\$ 59,864	\$ 67,773
10-5-61-5961	Transfer to Fund 61	\$ 35,554	\$ -	\$ -	\$ -
	Total Transfers Out	\$ 35,554	\$ -	\$ -	\$ -
	Total Fire - Suppression	\$ 1,350,199	\$ 1,529,092	\$ 1,521,265	\$ 1,576,277

Description

The Fire Marshal enforces the City's fire prevention codes in conjunction with building, electrical, mechanical, property maintenance and residential codes and the City ordinances. This ensures that the construction and prevention maintenance of multi-family residences and commercial structures are kept safe from harm. The Fire Marshal also:

- Reviews plans for building, fire protection systems, means of egress, occupancy loads, underground fire mains, etc. keeping in compliance with code.
- Inspects construction work within the City verifying that compliance has been made to the adopted codes and standards.
- Issues approved plans for permitting along with the checking of fire protection system contractors licensing ensuring that all construction work is done by qualified personnel.
- Maintains inspection records of construction type activities and related matters.
- Investigates complaints from the public concerning potential fire prevention type code violations.
- Initiates a complaint after re-inspections reveals no action/correction made on properties in violation of City ordinances along with the gathering of evidence in preparation for a prosecution case.
- Investigates the cause and determination of fires.
- Maintains fire scene for the collection and preservation of fire evidence.
- Prepares reports on all fire cases and if deemed as arson will formulate cases for prosecution in a court of law.

Accomplishments

- Implemented an annual routine fire inspections schedule for commercial businesses to ensure building codes are enforced. (E4, E9)
- Ensured public facilities and residential buildings adhere to fire safety codes and regulations, resulting in safer structures and reduced fire hazards. (E9)

Goals

- Continue to conduct routine fire inspections for commercial businesses to ensure building codes are enforced. (E4, E9)
- Engage with the community through educational programs, fire safety presentations, and events to raise awareness about fire prevention, emergency preparedness, and safety measures. (E7)
- Explore the adoption of innovative technologies and practices that enhance fire safety, such as improved fire detection systems and fire-resistant building materials. (E8)

**Annual Budget
FY 2025**

**General Fund
Fire
Investigations**

Expenditure Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 93,187	\$ 110,428	\$ 110,428	\$ 119,428
Supplies	\$ 1,458	\$ 4,880	\$ 7,365	\$ 8,048
Repairs & Maintenance	\$ 25	\$ 1,850	\$ 1,975	\$ 3,633
Professional Services	\$ -	\$ 824	\$ 129	\$ 1,112
Services	\$ 2,723	\$ 4,726	\$ 4,670	\$ 7,156
Total	\$ 97,394	\$ 122,708	\$ 124,567	\$ 139,377

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Fire Investigations	7	8	13	15
Fire Safety Inspections	309	580	311	430
Arson Investigations	2	2	2	2

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Building Inspector	1.00	-	-	-
Fire Marshal	1.00	1.00	1.00	1.00
Total	2.00	1.00	1.00	1.00

Fire - Inspections

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-62-5104	Salaries	\$ 71,480	\$ 78,084	\$ 78,084	\$ 84,057
10-5-62-5110	Overtime	\$ 1,033	\$ 3,000	\$ 3,000	\$ 3,362
10-5-62-5112	Longevity	\$ -	\$ 500	\$ 500	\$ 560
10-5-62-5113	Certification/Education Pay	\$ -	\$ 935	\$ 935	\$ 990
10-5-62-5120	FICA	\$ 5,330	\$ 6,083	\$ 6,083	\$ 6,806
10-5-62-5124	WC Insurance	\$ 1,763	\$ 2,750	\$ 2,750	\$ 3,085
10-5-62-5130	Retirement	\$ 7,957	\$ 9,680	\$ 9,680	\$ 11,077
10-5-62-5150	Group Insurance	\$ 5,624	\$ 9,396	\$ 9,396	\$ 9,491
	Total Personnel	\$ 93,187	\$ 110,428	\$ 110,428	\$ 119,428
10-5-62-5201	Office Supplies	\$ 13	\$ 200	\$ 200	\$ 200
10-5-62-5203	Postage	\$ -	\$ 50	\$ 50	\$ 50
10-5-62-5204	Clothing Supplies	\$ 763	\$ 800	\$ 800	\$ 800
10-5-62-5206	Books & Periodicals	\$ -	\$ -	\$ 1,350	\$ 1,350
10-5-62-5207	Fuel	\$ 682	\$ 1,480	\$ 2,615	\$ 2,870
10-5-62-5210	Tools & Other Supplies	\$ -	\$ 250	\$ 250	\$ 837
10-5-62-5212	Investigation Supplies	\$ -	\$ 500	\$ 500	\$ 955
10-5-62-5214	Fire Prevention Supplies	\$ -	\$ 500	\$ 500	\$ 986
10-5-62-5215	Small Equipment	\$ -	\$ 1,100	\$ 1,100	\$ -
	Total Supplies	\$ 1,458	\$ 4,880	\$ 7,365	\$ 8,048
10-5-62-5322	Vehicle Maintenance	\$ 25	\$ 1,850	\$ 1,975	\$ 3,633
	Total Repairs & Maintenance	\$ 25	\$ 1,850	\$ 1,975	\$ 3,633
10-5-62-5406	Information Technology Services	\$ -	\$ 824	\$ 129	\$ 1,112
	Total Professional Services	\$ -	\$ 824	\$ 129	\$ 1,112
10-5-62-5502	Communication Services	\$ 593	\$ 816	\$ 760	\$ 840
10-5-62-5507	Radio Services	\$ 300	\$ 300	\$ 300	\$ 300
10-5-62-5511	Insurance-General Liability	\$ -	\$ 75	\$ 75	\$ 76
10-5-62-5512	Insurance-Errors & Omissions	\$ -	\$ 158	\$ 158	\$ 163
10-5-62-5515	Insurance-Auto	\$ -	\$ 712	\$ 712	\$ 664
10-5-62-5541	Training & Travel	\$ 1,695	\$ 2,000	\$ 2,000	\$ 4,088
10-5-62-5542	Dues/Memberships	\$ 135	\$ 665	\$ 665	\$ 1,025
	Total Services	\$ 2,723	\$ 4,726	\$ 4,670	\$ 7,156
	Total Fire - Investigations	\$ 97,394	\$ 122,708	\$ 124,567	\$ 139,377
	Total Fire	\$1,447,593	\$1,651,800	\$1,645,832	\$1,715,654



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

- Replaced fleet windshields to maintain the safety, functionality, and value of the fleet while also ensuring clear visibility and protection for employees.
- Created a vehicle maintenance log to ensure routine maintenance tasks are performed to help enhance the longevity, performance, and value of City vehicles.
- Maximized City resources by disposing of vehicles and equipment through the auction process. (F4)

Goals

- Continue to develop and enforce safety policies for employees, including regular safety checks on vehicles to reduce accidents, injuries and associated costs. (A12, A13)
- Obtain new diagnostic equipment to enable the shop to further service City vehicles. (A9, F4)
- Implement fleet management software to streamline administrative tasks, track vehicle data, and manage maintenance schedules effectively. (A9)

**Annual Budget
FY 2025**

**General Fund
Public Works
Fleet**

Expenditure Summary

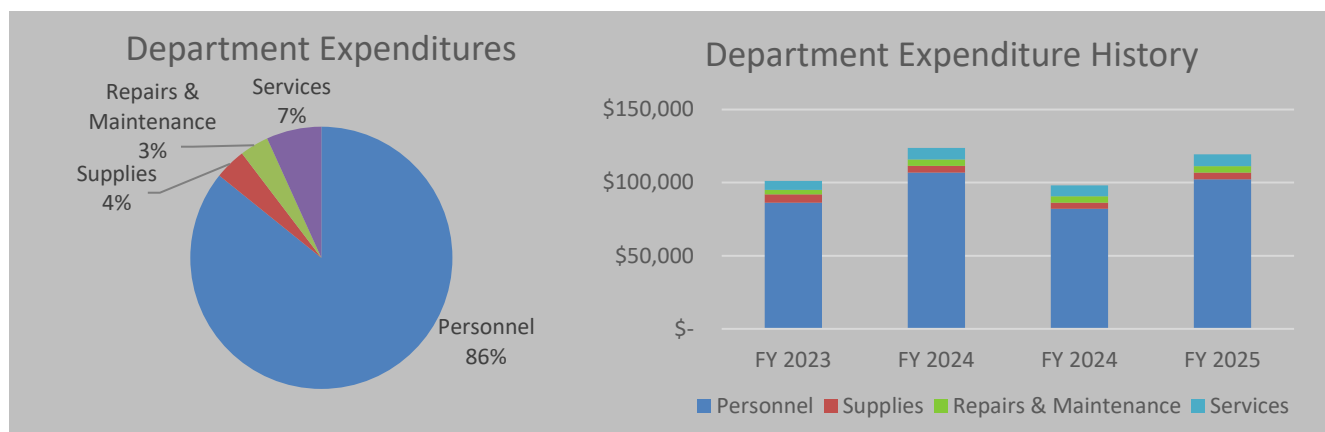
Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 86,324	\$ 106,816	\$ 82,131	\$ 102,313
Supplies	\$ 5,613	\$ 4,730	\$ 4,250	\$ 4,600
Repairs & Maintenance	\$ 3,051	\$ 4,250	\$ 4,200	\$ 4,250
Services	\$ 6,231	\$ 7,944	\$ 7,584	\$ 8,094
Transfers	\$ 13,417	\$ -	\$ -	\$ -
Total	\$ 114,635	\$ 123,740	\$ 98,165	\$ 119,257

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Work Orders Completed	NC	65	58	150

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Public Works Director	0.15	0.15	0.15	0.15
Asst. Public Works Director	0.15	0.15	0.15	-
Streets Superintendent	-	-	-	0.10
Fleet Technician	1.00	1.00	1.00	1.00
Total	1.30	1.30	1.30	1.25



Public Works - Fleet

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-72-5101	Salaries-Administrative	\$ 18,244	\$ 17,442	\$ 18,952	\$ 16,640
10-5-72-5103	Salaries-Supervisory	\$ 11,359	\$ 14,104	\$ 12,594	\$ 8,868
10-5-72-5104	Salaries-Operations	\$ 33,618	\$ 42,497	\$ 18,450	\$ 44,309
10-5-72-5110	Overtime	\$ -	\$ 1,275	\$ 1,275	\$ 1,329
10-5-72-5112	Longevity	\$ 101	\$ 180	\$ 11	\$ 13
10-5-72-5113	Certification/Education Pay	\$ 468	\$ 803	\$ 335	\$ 481
10-5-72-5114	Allowances	\$ 860	\$ 855	\$ 855	\$ 855
10-5-72-5120	FICA	\$ 4,875	\$ 5,902	\$ 5,902	\$ 5,546
10-5-72-5124	WC Insurance	\$ 852	\$ 2,150	\$ 2,150	\$ 1,959
10-5-72-5130	TMRS	\$ 6,759	\$ 9,393	\$ 9,393	\$ 9,026
10-5-72-5150	Group Insurance	\$ 9,189	\$ 12,215	\$ 12,215	\$ 13,287
	Total Personnel	\$ 86,324	\$ 106,816	\$ 82,131	\$ 102,313
10-5-72-5204	Clothing Supplies	\$ 910	\$ 1,250	\$ 850	\$ 850
10-5-72-5205	Janitorial Supplies	\$ 147	\$ -	\$ -	\$ 150
10-5-72-5207	Fuel	\$ 603	\$ 480	\$ 400	\$ 600
10-5-72-5210	Tools & Other Supplies	\$ 360	\$ 1,000	\$ 1,000	\$ 1,000
10-5-72-5213	Chemical Supplies	\$ 210	\$ 500	\$ 500	\$ 500
10-5-72-5215	Small Equipment	\$ 3,385	\$ 1,500	\$ 1,500	\$ 1,500
	Total Supplies	\$ 5,613	\$ 4,730	\$ 4,250	\$ 4,600
10-5-72-5301	Building Maintenance	\$ 2,772	\$ 3,000	\$ 3,000	\$ 2,000
10-5-72-5321	Machinery & Equipment Maint	\$ 257	\$ 500	\$ 500	\$ 1,500
10-5-72-5322	Vehicle Maintenance	\$ 21	\$ 750	\$ 700	\$ 750
	Total Repairs & Maintenance	\$ 3,051	\$ 4,250	\$ 4,200	\$ 4,250
10-5-72-5501	Electric Services	\$ 3,793	\$ 4,585	\$ 4,585	\$ 4,800
10-5-72-5503	Gas Services	\$ 1,907	\$ 2,090	\$ 1,890	\$ 2,080
10-5-72-5511	Insurance-General Liability	\$ 59	\$ 97	\$ 97	\$ 99
10-5-72-5512	Insurance-Errors & Omissions	\$ 137	\$ 205	\$ 205	\$ 212
10-5-72-5517	Insurance-Property	\$ 290	\$ 817	\$ 807	\$ 903
10-5-72-5571	Waste Collection	\$ 45	\$ 150	\$ -	\$ -
	Total Services	\$ 6,231	\$ 7,944	\$ 7,584	\$ 8,094
10-5-72-5961	Transfer to Fund 61	\$ 13,417	\$ -	\$ -	\$ -
	Total Transfers	\$ 13,417	\$ -	\$ -	\$ -
	Total Public Works - Fleet	\$ 114,635	\$ 123,740	\$ 98,165	\$ 119,257



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

- Awarded the Texas Parks and Wildlife Grant to install lighting, splash pad shading, ADA play equipment and improve landscaping within Brame Park. (A3, C2, C8)
- Removed hazardous and unhealthy trees and tree stumps throughout Brame park to reduce the risk of injury and maintain a pleasant environment for visitors. (C2)
- Implemented a comprehensive training program which includes landscape maintenance, safety, tree trimming and pruning, equipment use and maintenance care to enhance overall workplace compliance and efficiency. (A12, A13, C8, E1)
- Hosted a Solar Eclipse viewing event in which attendees were provided free glasses to enjoy the solar eclipse safely. (A11, C2)
- Installed new signage at the Lions Park Baseball complex to provide essential information to visitors, help staff enforce policies, and to overall create a safer experience for all. (C1, C2)
- Implemented a memorial tree and rose garden program to honor the memory of loved ones and provide a peaceful and comforting place for families to visit. (C2, C8)
- Enhanced website and implemented online reservations for customer ease of use. (A11)
- Showcased parks and promoted community cohesion by hosting National Night Out, the 4th Annual Bellmead Family Dog Day, and the 3rd Annual Bellmead Burgers and Brews Festival. (C2, C7, C8)

Goals

- Retain arborist to professionally and artfully trim trees to beautify the parks. (C2, C8)
- Install splash pad covers to provide shade for children and equipment. (C8)
- Add a mural to the Brame Park splash pad pumphouse to add beauty, show community spirit, and create a long-lasting impression for visitors. (C2, C8)
- Install security cameras at Lions Park Baseball complex to deter vandalism and other criminal activities and provide a sense of safety and security for visitors. (C2, E1)
- Update the irrigation control, wiring and fencing at Lions Park Baseball complex to improve the quality of participant and spectator experiences. (C2, C3)
- Continue to organize regular community events and gatherings in parks to bring citizens together and strengthen community bonds. (C7)
- Install lighting, splash pad shading, ADA play equipment and improve landscaping within Brame Park. (C2, C8)

(Strategic Plan Goal #)

**Annual Budget
FY 2025**

**General Fund
Parks & Recreation**

Expenditure Summary

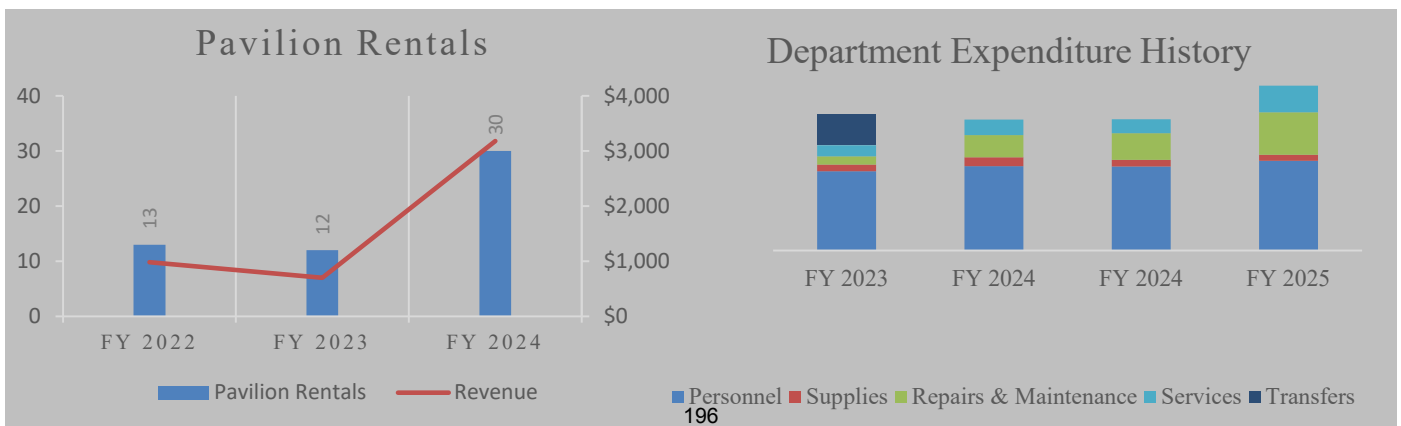
Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 120,451	\$ 127,975	\$ 127,390	\$ 135,835
Supplies	\$ 9,820	\$ 13,580	\$ 10,140	\$ 9,566
Repairs & Maintenance	\$ 12,361	\$ 33,500	\$ 40,315	\$ 64,000
Professional Services	\$ 561	\$ 1,000	\$ 240	\$ 1,000
Services	\$ 17,198	\$ 23,274	\$ 21,187	\$ 40,539
Transfers	\$ 46,220	\$ -	\$ -	\$ -
Total	\$ 206,611	\$ 199,329	\$ 199,272	\$ 250,940

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Facilities Maintained				
- Traditional Parks	3	3	3	3
- Restrooms	4	4	4	4
- Pavilions & shelters	12	12	12	12
- Playgrounds	6	6	6	6
- Ballfields	5	5	5	5
- Splashpads	1	1	1	1

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Public Works Director	0.15	-	-	-
Asst. Public Works Director	0.15	-	-	-
Parks & Recreation Manager	-	0.15	0.15	0.15
Maintenance Worker	2.00	2.00	2.00	2.00
Total	2.30	2.15	2.15	2.15



**Annual Budget
FY 2025**

**General Fund
Parks & Recreation**

Parks & Recreation

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-73-5101	Salaries-Administration	\$ 18,244	\$ -	\$ -	\$ -
10-5-73-5103	Salaries-Supervisor	\$ 11,359	\$ 11,937	\$ 11,937	\$ 11,020
10-5-73-5104	Salaries-Operations	\$ 58,606	\$ 73,728	\$ 73,728	\$ 80,426
10-5-73-5110	Overtime	\$ 194	\$ 1,445	\$ 1,445	\$ 1,609
10-5-73-5112	Longevity	\$ 776	\$ 810	\$ 225	\$ 374
10-5-73-5113	Certification/Education Pay	\$ 468	\$ -	\$ -	\$ 492
10-5-73-5114	Allowances	\$ 860	\$ -	\$ -	\$ -
10-5-73-5120	FICA	\$ 6,811	\$ 6,726	\$ 6,726	\$ 7,185
10-5-73-5124	Worker's Comp Insurance	\$ 1,217	\$ 2,425	\$ 2,425	\$ 2,630
10-5-73-5130	TMRS	\$ 9,653	\$ 10,702	\$ 10,702	\$ 11,693
10-5-73-5150	Group Insurance	\$ 12,265	\$ 20,202	\$ 20,202	\$ 20,406
	Total Personnel	\$ 120,451	\$ 127,975	\$ 127,390	\$ 135,835
10-5-73-5204	Clothing Supplies	\$ 719	\$ 1,000	\$ 900	\$ 596
10-5-73-5205	Janitorial Supplies	\$ 381	\$ 500	\$ 300	\$ 500
10-5-73-5207	Fuel	\$ 3,747	\$ 7,130	\$ 4,290	\$ 4,720
10-5-73-5210	Tools & Other Supplies	\$ 1,046	\$ 1,650	\$ 1,250	\$ 1,250
10-5-73-5213	Chemical Supplies	\$ 296	\$ 350	\$ 250	\$ 250
10-5-73-5215	Small Equipment	\$ 3,631	\$ 2,950	\$ 3,150	\$ 2,250
	Total Supplies	\$ 9,820	\$ 13,580	\$ 10,140	\$ 9,566
10-5-73-5301	Building Maintenance	\$ 5,533	\$ 4,800	\$ 16,565	\$ 4,800
10-5-73-5303	Parks Maintenance	\$ 741	\$ 15,000	\$ 8,000	\$ 21,000
10-5-73-5307	Sign Maintnance	\$ -	\$ 1,000	\$ 500	\$ 1,000
10-5-73-5309	Splashpad Maintenance	\$ 527	\$ 5,000	\$ 5,000	\$ 5,000
10-5-73-5310	Ballfield Maintenance	\$ 1,898	\$ 5,000	\$ 9,000	\$ 29,500
10-5-73-5321	Equipment & Machinery Maint.	\$ 1,818	\$ 1,500	\$ 750	\$ 1,500
10-5-73-5322	Vehicle Maintenance	\$ 1,843	\$ 1,200	\$ 500	\$ 1,200
	Total Repairs & Maintenance	\$ 12,361	\$ 33,500	\$ 40,315	\$ 64,000
10-5-73-5404	Legal Services	\$ 561	\$ 1,000	\$ 240	\$ 1,000
	Total Professional Services	\$ 561	\$ 1,000	\$ 240	\$ 1,000
10-5-73-5501	Electric Services	\$ 14,056	\$ 12,056	\$ 12,056	\$ 22,200
10-5-73-5503	Gas Services	\$ -	\$ 643	\$ 1,330	\$ 1,660
10-5-73-5511	Insurance-General Liability	\$ 105	\$ 161	\$ 161	\$ 163
10-5-73-5512	Insurance-Errors & Ommissions	\$ 242	\$ 340	\$ 340	\$ 350
10-5-73-5515	Insurance-Auto	\$ 459	\$ 997	\$ 997	\$ 739
10-5-73-5516	Insurance-Rolling Stock	\$ 163	\$ 98	\$ 98	\$ 99
10-5-73-5517	Insurance-Property	\$ 1,813	\$ 2,916	\$ 2,916	\$ 3,328
10-5-73-5521	Advertising/Marketing	\$ -	\$ 255	\$ -	\$ 500
10-5-73-5531	Equipment Rental	\$ -	\$ -	\$ -	\$ 3,900
10-5-73-5541	Training & Travel	\$ -	\$ 245	\$ 75	\$ 1,200
10-5-73-5542	Dues/Memberships	\$ -	\$ 215	\$ 215	\$ 400
10-5-73-5553	Community Programs	\$ 360	\$ 5,348	\$ 3,000	\$ 6,000
	Total Services	\$ 17,198	\$ 23,274	\$ 21,187	\$ 40,539

Parks & Recreation Continued

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-73-5961	Tranfer to Fund 61	\$ 46,220	\$ -	\$ -	\$ -
	Total Transfers	\$ 46,220	\$ -	\$ -	\$ -
	Total Parks & Recreation	\$ 206,611	\$ 199,329	\$ 199,272	\$ 250,940

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.
- Monitors pest control and floor finishing contracts for City buildings.

Accomplishments

- Implemented efficient and effective cleaning routines and techniques to optimize time management and ensure thorough cleaning within designated schedules.
- Maintained a consistently high level of cleanliness throughout the buildings, including the restrooms, common areas, offices, and other spaces. (C2)
- Exhibited professionalism and a friendly demeanor when interacting with building occupants, visitors, and colleagues.

Goals

- Implement a comprehensive preventative maintenance program to regularly inspect and service equipment, HVAC systems, plumbing and other critical infrastructure to prevent breakdowns and ensure safety.
- Conduct regular safety training for maintenance staff to prevent accidents and injuries, and ensure that all employees are knowledgeable about safety protocols and emergency procedures. (A13)
- Identify and implement cost-effective solutions for maintenance and repairs without compromising on quality and safety. (B1)
- Continue maintenance of City buildings and surroundings to increase their longevity.

**Annual Budget
FY 2025**

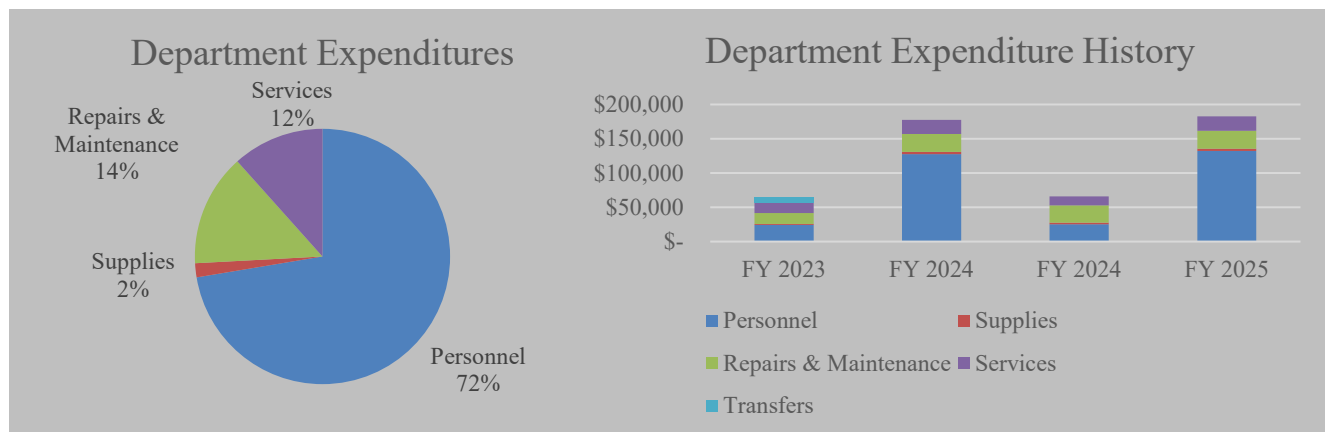
**General Fund
Building Maintenance**

Expenditure Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 24,363	\$ 127,693	\$ 25,408	\$ 132,295
Supplies	\$ 1,446	\$ 3,250	\$ 2,228	\$ 3,250
Repairs & Maintenance	\$ 15,985	\$ 26,000	\$ 25,000	\$ 26,000
Services	\$ 15,802	\$ 20,492	\$ 13,429	\$ 21,238
Transfers	\$ 7,147	\$ -	\$ -	\$ -
Total	\$ 64,744	\$ 177,435	\$ 66,065	\$ 182,783

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Building Superintendent	-	1.00	1.00	1.00
Custodian	0.50	0.50	0.50	0.50
Total	0.50	1.50	1.50	1.50



Building Maintenance

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-74-5103	Salaries-Supervisory	\$ -	\$ 74,335	\$ -	\$ 78,275
10-5-74-5104	Salaries-Operation	\$ 17,426	\$ 18,777	\$ 17,427	\$ 19,772
10-5-74-5110	Overtime	\$ -	\$ 376	\$ -	\$ 395
10-5-74-5112	Longevity	\$ 153	\$ 183	\$ 365	\$ 213
10-5-74-5120	FICA	\$ 1,329	\$ 7,166	\$ 1,355	\$ 7,547
10-5-74-5124	WC Insurance	\$ 517	\$ 2,974	\$ 330	\$ 3,133
10-5-74-5130	TMRS	\$ 1,839	\$ 11,402	\$ 2,107	\$ 12,283
10-5-74-5150	Group Insurance	\$ 3,098	\$ 12,480	\$ 3,824	\$ 10,677
	Total Personnel	\$ 24,363	\$ 127,693	\$ 25,408	\$ 132,295
10-5-74-5204	Clothing Supplies	\$ -	\$ 851	\$ 100	\$ 1,000
10-5-74-5205	Janitorial Supplies	\$ 1,225	\$ 1,250	\$ 1,250	\$ 1,250
10-5-74-5210	Tools & Other Supplies	\$ 222	\$ 149	\$ -	\$ -
10-5-74-5215	Small Equipment	\$ -	\$ 1,000	\$ 878	\$ 1,000
	Total Supplies	\$ 1,446	\$ 3,250	\$ 2,228	\$ 3,250
10-5-74-5301	Building Maintenance	\$ 15,955	\$ 25,000	\$ 25,000	\$ 25,000
10-5-74-5321	Machinery & Equipment Maint	\$ 30	\$ 1,000	\$ -	\$ 1,000
	Total Repairs and Maintenance	\$ 15,985	\$ 26,000	\$ 25,000	\$ 26,000
10-5-74-5501	Electric Services	\$ 14,788	\$ 19,093	\$ 12,100	\$ 19,800
10-5-74-5503	Gas Services	\$ 939	\$ 1,050	\$ 980	\$ 1,080
10-5-74-5511	Insurance-General Liability	\$ 23	\$ 112	\$ 112	\$ 114
10-5-74-5512	Insurance-E&O	\$ 53	\$ 237	\$ 237	\$ 244
	Total Services	\$ 15,802	\$ 20,492	\$ 13,429	\$ 21,238
10-5-74-5961	Transfer to Fund 61	\$ 7,147	\$ -	\$ -	\$ -
	Total Transfers	\$ 7,147	\$ -	\$ -	\$ -
	Total Building Maintenance	\$ 64,744	\$ 177,435	\$ 66,065	\$ 182,783

**Annual Budget
FY 2025**

**General Fund
Community Development**

Description

The Community Development department is comprised of two divisions:

1. Inspections
2. Planning

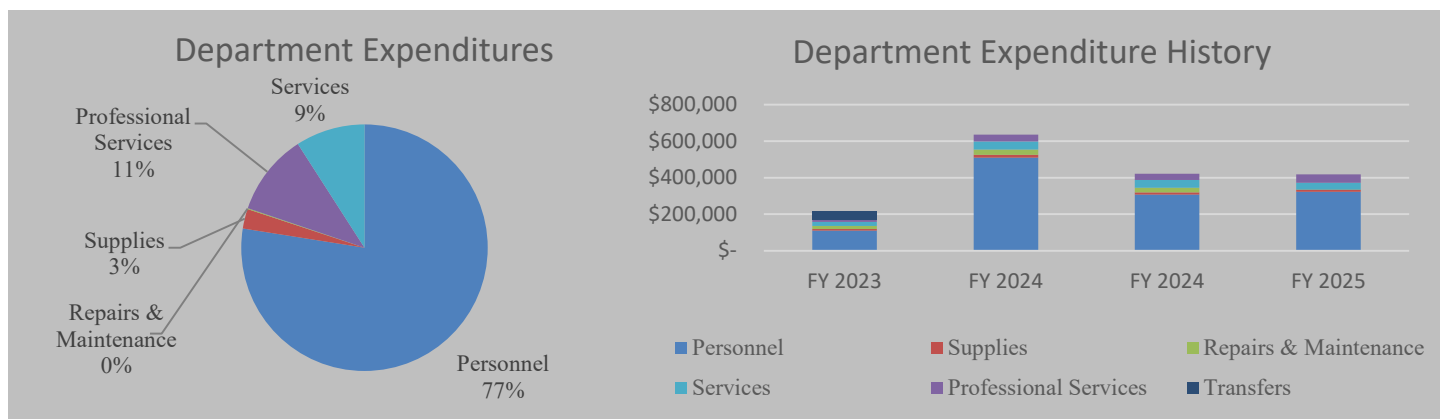
The details of these divisions follow.

Expenditure Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 111,126	\$ 510,420	\$ 307,313	\$ 323,672
Supplies	\$ 8,355	\$ 14,673	\$ 12,078	\$ 10,780
Repairs & Maintenance	\$ 16,348	\$ 28,800	\$ 25,300	\$ 500
Professional Services	\$ 13,606	\$ 36,375	\$ 34,109	\$ 44,744
Services	\$ 22,873	\$ 45,035	\$ 43,800	\$ 37,976
Transfers	\$ 46,111	\$ -	\$ -	\$ -
Total	\$ 218,420	\$ 635,303	\$ 422,600	\$ 417,672

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Director of Community Development	0.40	0.80	0.80	0.80
Building Official	-	1.00	-	-
Building Inspector	-	1.00	1.00	1.00
Code Enforcement Officer	1.00	1.00	1.00	1.00
City Secretary	0.25	-	-	-
PT GIS Analyst	-	0.25	0.25	0.25
Permits Technician	-	-	0.50	0.50
Total	1.65	4.05	3.55	3.55



Description

- 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.
- Inspects construction work with the City to verify compliance with adopted codes and standards.
- Gather evidence and prepare for cases for prosecution purposes in City ordinance cases.
- Removes unsafe structures either through rehabilitation or condemnation.
- Provides explanations of code requirements to the public and contractors.

Accomplishments

- Oversaw the removal of unidentifiable donation containers throughout the City to improve the visual appeal of streets and public areas. (C2, E9)
- Collaborated with the Police Department and implemented the Tag & Tow Program to remove inoperable and unsightly vehicles from public right of way in an effort to beautify the City. (C2, E9)
- Completed the demolitions of three substandard houses in an effort to beautify the City and remove homes used for drugs. (C2, D8, D13)
- Initiated active patrols for basic code violation identification and enforcement activities as needed. (E9)
- Continued enforcement of clean-up and removal of cars, car parts and debris from Bellmead Drive junk yards in an effort to beautify the City. (C2, E9)
- Improved electronic plan retention and records of inspections, permits, and violations ensuring transparency and accessibility for relevant stakeholders.
- Ensured that all buildings and construction projects within the City adhere to relevant building codes, zoning regulations and safety standards. (C4)
- Attracted qualified candidates to build a strong, effective team dedicated to maintaining community standards and safety. (A15)

Goals

- Actively and aggressively approach substandard buildings and properties for abatement to reduce blight and associated crime. (D13, E9)
- Ensure consistency and fairness in inspection practices by applying codes uniformly to all projects. (C4)
- Continue to work with community members and local organizations to improve neighborhoods by addressing blight, abandoned properties, and other community concerns. (C2, D13)
- Continue to address code violations related to environmental concerns, such as improper disposal of hazardous materials or violations affecting air and water quality. (C4)
- Pursue ongoing training and professional development to stay current with changes in codes, regulations, and best practices in code enforcement. (A12)
- Become an affiliate to Keep Texas Beautiful to enable the City to connect with other agencies and share ideas, projects and solutions to work towards a common goal of beautification. (C2)

(Strategic Plan Goal #)

Expenditure Summary

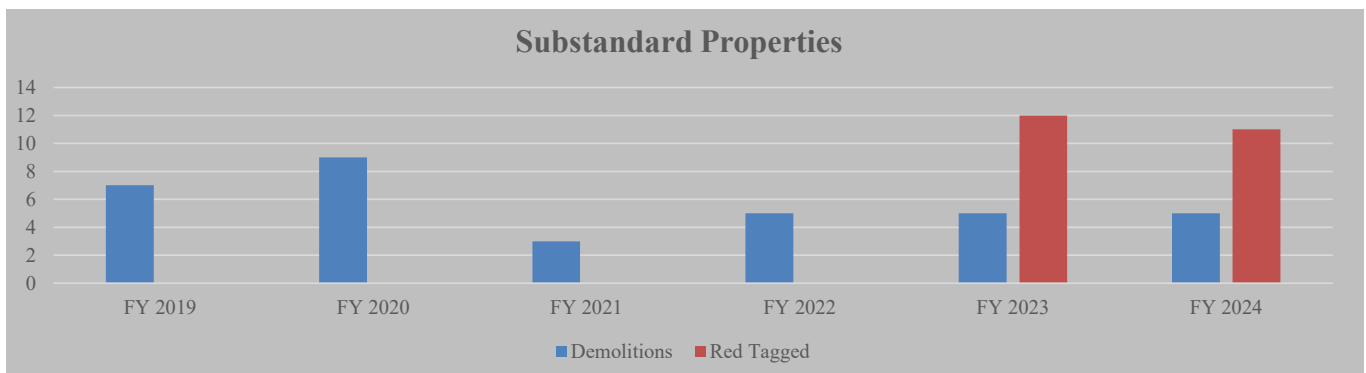
Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 52,540	\$ 257,797	\$ 169,258	\$ 180,770
Supplies	\$ 4,957	\$ 7,340	\$ 4,980	\$ 9,700
Repairs & Maintenance	\$ 363	\$ 2,800	\$ 300	\$ 500
Professional Services	\$ 324	\$ 11,159	\$ 11,109	\$ 10,444
Services	\$ 6,743	\$ 21,061	\$ 26,277	\$ 30,825
Transfers	\$ 16,795	\$ -	\$ -	\$ -
Total	\$ 81,721	\$ 300,157	\$ 211,924	\$ 232,239

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Inspections Requested	508	600	1,037	1,000
Complaints Issued	47	40	11	10
Violation Letters Issued	11	270	11	10
Substandard Violations (Red Tag)	12	18	11	8
Substandard Demolitions	5	16	5	2

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Director of Community Development	0.15	-	-	-
Building Official	-	1.00	-	-
Building Inspector	-	1.00	1.00	1.00
Code Enforcement Officer	1.00	1.00	1.00	1.00
Permits Technician	-	-	0.50	0.50
Total	1.15	3.00	2.50	2.50



**Annual Budget
FY 2025**

**General Fund
Community Development
Inspections**

Community Development - Inspections

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-81-5101	Salaries-Administration	\$ 5,331	\$ -	\$ -	\$ -
10-5-81-5102	Salaries-Professional	\$ -	\$ 88,419	\$ -	\$ -
10-5-81-5104	Salaries-Operations	\$ 33,223	\$ 99,312	\$ 99,312	\$ 124,206
10-5-81-5110	Overtime	\$ -	\$ 2,979	\$ 2,979	\$ 3,726
10-5-81-5112	Longevity	\$ 60	\$ 120	\$ -	\$ 45
10-5-81-5113	Certification/Education Pay	\$ -	\$ -	\$ -	\$ 2,295
10-5-81-5114	Allowances	\$ 236	\$ -	\$ -	\$ -
10-5-81-5120	FICA	\$ 2,916	\$ 14,599	\$ 14,599	\$ 9,966
10-5-81-5124	WC Insurance	\$ 173	\$ 951	\$ 951	\$ 585
10-5-81-5130	TMRS	\$ 4,062	\$ 23,229	\$ 23,229	\$ 16,219
10-5-81-5150	Group Insurance	\$ 6,538	\$ 28,188	\$ 28,188	\$ 23,728
	Total Personnel	\$ 52,540	\$ 257,797	\$ 169,258	\$ 180,770
10-5-81-5201	Office Supplies	\$ 88	\$ 820	\$ 400	\$ 400
10-5-81-5203	Postage	\$ 513	\$ 500	\$ 300	\$ 750
10-5-81-5204	Clothing Supplies	\$ 264	\$ 1,350	\$ 1,350	\$ 1,000
10-5-81-5205	Janitorial Supplies	\$ -	\$ 50	\$ 50	\$ 50
10-5-81-5206	Books & Periodicals	\$ 185	\$ 200	\$ 200	\$ 200
10-5-81-5207	Fuel	\$ 1,663	\$ 4,340	\$ 2,000	\$ 5,000
10-5-81-5210	Tools and Other Supplies	\$ 351	\$ 80	\$ 80	\$ 800
10-5-81-5215	Small Equipment	\$ 1,893	\$ -	\$ 600	\$ 1,500
	Total Supplies	\$ 4,957	\$ 7,340	\$ 4,980	\$ 9,700
10-5-81-5322	Vehicle Maintenance	\$ 363	\$ 2,800	\$ 300	\$ 500
	Total Repairs & Maintenance	\$ 363	\$ 2,800	\$ 300	\$ 500
10-5-81-5404	Legal Services	\$ 33	\$ 50	\$ -	\$ 2,000
10-5-81-5406	Information Technology Services	\$ 291	\$ 11,109	\$ 11,109	\$ 8,444
	Total Professional Services	\$ 324	\$ 11,159	\$ 11,109	\$ 10,444
10-5-81-5502	Communication Services	\$ 1,769	\$ 1,920	\$ 1,670	\$ 2,340
10-5-81-5505	Mowing	\$ 1,310	\$ 9,013	\$ 15,000	\$ 15,000
10-5-81-5507	Radio Services	\$ 300	\$ 600	\$ 600	\$ 600
10-5-81-5511	Insurance-General Liability	\$ 98	\$ 224	\$ 224	\$ 228
10-5-81-5512	Insurance-Errors & Omissions	\$ 226	\$ 474	\$ 474	\$ 488
10-5-81-5515	Insurance-Auto	\$ 852	\$ 2,630	\$ 2,109	\$ 1,469
10-5-81-5518	Claims & Damages	\$ 1,500	\$ -	\$ -	\$ -
10-5-81-5541	Training & Travel	\$ 188	\$ 3,000	\$ 3,000	\$ 5,000
10-5-81-5542	Dues/Membership	\$ -	\$ 700	\$ 700	\$ 700
10-5-81-5571	Debris Removal	\$ 500	\$ 2,500	\$ 2,500	\$ 5,000
	Total Services	\$ 6,743	\$ 21,061	\$ 26,277	\$ 30,825
10-5-81-5961	Transfer to Fund 61	\$ 16,795	\$ -	\$ -	\$ -
	Total Transfers	\$ 16,795	\$ -	\$ -	\$ -
	Total Community Dev - Inspections	\$205 81,721	\$ 300,157	\$ 211,924	\$ 232,239



Description

The Planning Department is responsible for complex professional planning work that involves directing development and implementation of comprehensive plans for the physical development of the City. The Planning Department implements current development and design standards such as zoning and subdivision regulations, building codes, and coordinate related requirements. The Planning Department also:

- Reviews and recommends development proposals for compliance with various developmental regulations and with principles and practices of effective planning and land use.
- Update zoning and subdivision ordinances, and related codes and procedures, to facilitate development review.
- Maintains records of construction activity and related matters.
- Provide explanations of code requirements to the public and contractors.
- Issues permits for building, plumbing, electrical and mechanical construction.
- Issues/checks licenses to ensure all construction work is done by qualified personnel.

Accomplishments

- Developed SS4A application for the purpose of “right sizing” Bellmead Drive for long-term economic development and improvement of the community. (A3, D6, D9)
- Reviewed and developed strategies for addressing fundamental issues with existing development regulations. (A16)
- Initiated and coordinated adjustments to internal operations that increase communications and coordination.
- Began plan reviews for Monarch RV Park, that will benefit the economic growth of the City. (D8)

Goals

- Develop and adopt a Future Land Use Plan to guide land use and development proposal decision making. (D1, F1, F15, F16)
- Develop and adopt a Master Thoroughfare Plan to identify critical transportation needs. (F1, F5)
- Develop and adopt a zoning ordinance that provides appropriate development standards and regulations for implementation of the future development goals of the City. (D8, F1)
- Revise subdivision regulations to bring into compliance with legislative requirements.
- Improve and streamline the development review process and ensure long-term documentation of recommendations and decisions are preserved in contemporary formats. (A16)
- Engage with the community through public meetings, workshops, and online platforms to gather input and ensure that residents' voices are heard in the planning process. (A7, A11)
- Continue supporting economic development efforts by identifying suitable locations for commercial and industrial activities and streamlining the development approval process. (A16, C6, D1)
- Implement revitalization plans to redevelop and revitalize blighted or underutilized areas, making them more vibrant and economically viable. (D9)

(Strategic Plan Goal #)

Expenditure Summary

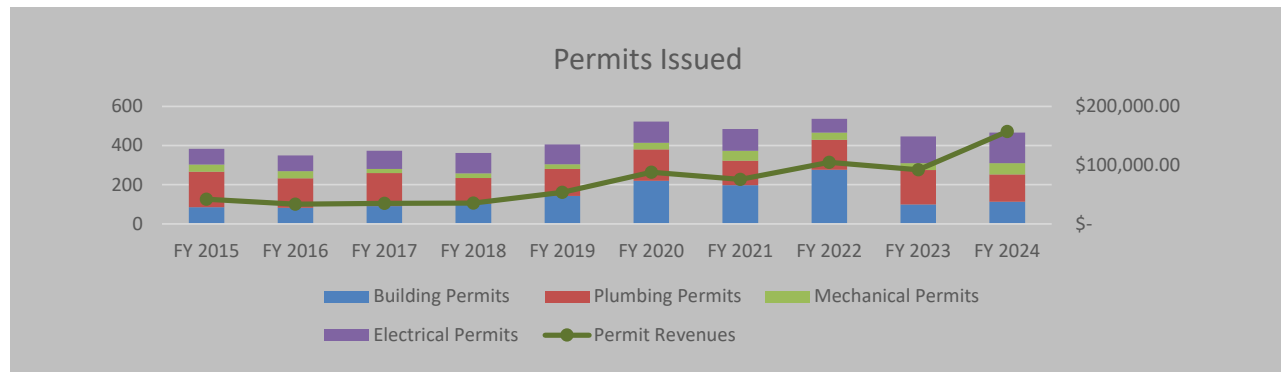
Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 34,223	\$ 124,930	\$ 112,647	\$ 142,902
Supplies	\$ 1,952	\$ 4,083	\$ 4,870	\$ 1,080
Professional Services	\$ 13,283	\$ 25,216	\$ 23,000	\$ 34,300
Services	\$ 327	\$ 3,482	\$ 4,094	\$ 7,151
Transfers	\$ 22,169	\$ -	\$ -	\$ -
Total	\$ 71,955	\$ 157,711	\$ 144,611	\$ 185,433

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Plans Reviewed	35	50	1	5
Permits:				
Building	99	160	114	130
Plumbing	176	170	138	140
Mechanical	36	100	59	60
Electrical	136	160	156	160

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Director of Community Development	0.25	0.80	0.80	0.80
City Secretary	0.25	-	-	-
PT GIS Analyst	-	0.25	0.25	0.25
Total	0.50	1.05	1.05	1.05



Community Development - Planning

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-82-5101	Salaries-Administration	\$ 8,885	\$ 75,681	\$ 78,354	\$ 107,407
10-5-82-5102	Salaries-Professional	\$ 17,974	\$ -	\$ -	\$ -
10-5-82-5104	Salaries-Operations	\$ -	\$ 13,500	\$ -	\$ -
10-5-82-5112	Longevity	\$ 36	\$ -	\$ -	\$ -
10-5-82-5113	Certification/Education Pay	\$ 234	\$ 1,456	\$ -	\$ 1,606
10-5-82-5114	Allowances	\$ 394	\$ 3,360	\$ 3,360	\$ 3,360
10-5-82-5120	FICA	\$ 1,835	\$ 7,191	\$ 7,191	\$ 8,597
10-5-82-5124	WC Insurance	\$ 62	\$ 305	\$ 305	\$ 349
10-5-82-5130	Retirement	\$ 2,968	\$ 11,442	\$ 11,442	\$ 13,990
10-5-82-5150	Group Insurance	\$ 1,836	\$ 11,995	\$ 11,995	\$ 7,593
	Total Personnel	\$ 34,223	\$ 124,930	\$ 112,647	\$ 142,902
10-5-82-5201	Office Supplies	\$ 222	\$ 243	\$ 100	\$ 600
10-5-82-5203	Postage	\$ 25	\$ 70	\$ 3,000	\$ 200
10-5-82-5204	Clothing Supplies	\$ 75	\$ 150	\$ 150	\$ 150
10-5-82-5210	Tools & Other Supplies	\$ -	\$ 130	\$ 130	\$ 130
10-5-82-5215	Small Equipment	\$ 1,630	\$ 3,490	\$ 1,490	\$ -
	Total Supplies	\$ 1,952	\$ 4,083	\$ 4,870	\$ 1,080
10-5-82-5401	GIS Services	\$ -	\$ 651	\$ -	\$ 16,711
10-5-82-5402	Engineering Services	\$ 9,510	\$ 11,665	\$ 20,000	\$ 15,000
10-5-82-5404	Legal Services	\$ 809	\$ 1,980	\$ 2,000	\$ 2,000
10-5-82-5406	Information Technology Services	\$ 2,964	\$ 10,920	\$ 1,000	\$ 589
	Total Professional Services	\$ 13,283	\$ 25,216	\$ 23,000	\$ 34,300
10-5-82-5502	Communication Services	\$ 183	\$ 794	\$ 800	\$ 900
10-5-82-5511	Insurance-General Liability	\$ 23	\$ 78	\$ 78	\$ 80
10-5-82-5512	Insurance-E&O	\$ 53	\$ 166	\$ 166	\$ 171
10-5-82-5541	Training & Travel	\$ 69	\$ 1,126	\$ 2,500	\$ 5,000
10-5-82-5542	Dues/Memberships	\$ -	\$ 1,318	\$ 550	\$ 1,000
	Total Services	\$ 327	\$ 3,482	\$ 4,094	\$ 7,151
10-5-82-5961	Transfer to Fund 61	\$ 22,169	\$ -	\$ -	\$ -
	Total Transfers	\$ 22,169	\$ -	\$ -	\$ -
	Total Community Dev - Planning	\$ 71,955	\$ 157,711	\$ 144,611	\$ 185,433

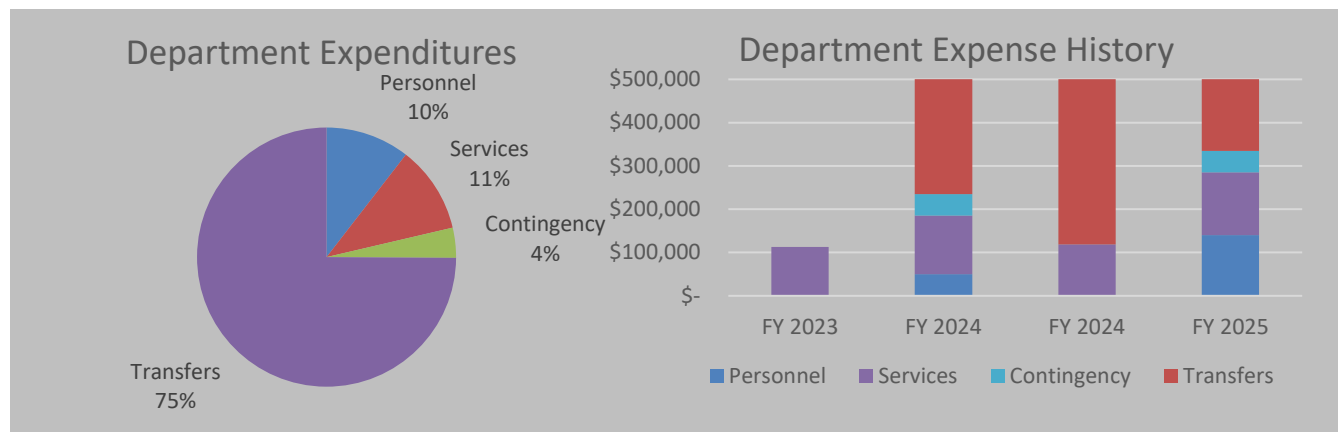
Description

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 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ -	\$ 49,840	\$ -	\$ 140,000
Services	\$ 112,852	\$ 135,390	\$ 119,090	\$ 145,000
Contingency	\$ -	\$ 50,000	\$ -	\$ 50,000
Transfers	\$ -	\$ 500,000	\$ 500,000	\$ 1,000,000
Total	\$ 112,852	\$ 735,230	\$ 619,090	\$ 1,335,000



**Annual Budget
FY 2025**

**General Fund
Other Costs**

Other Costs

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
10-5-90-5160	Pay Plan Costs	\$ -	\$ 49,840	\$ -	\$ 140,000
	Total Personnel	\$ -	\$ 49,840	\$ -	\$ 140,000
10-5-90-5502	Communication Services	\$ 6,515	\$ 6,300	\$ 6,000	\$ 6,000
10-5-90-5509	Electric Services-Street Lights	\$ 72,911	\$ 77,034	\$ 77,034	\$ 85,000
10-5-90-5552	Social Services	\$ 33,052	\$ 37,056	\$ 36,056	\$ 39,000
10-5-90-5554	Community Programs	\$ 374	\$ 15,000	\$ -	\$ 15,000
	Total Services	\$ 112,852	\$ 135,390	\$ 119,090	\$ 145,000
10-5-90-5800	Contingency	\$ -	\$ 50,000	\$ -	\$ 50,000
	Total Contingency	\$ -	\$ 50,000	\$ -	\$ 50,000
10-5-90-5961	Transfers to Fund 61	\$ -	\$ 500,000	\$ 500,000	\$ 1,000,000
	Total Transfers	\$ -	\$ 500,000	\$ 500,000	\$ 1,000,000
	Total Other Costs	\$ 112,852	\$ 735,230	\$ 619,090	\$ 1,335,000



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.

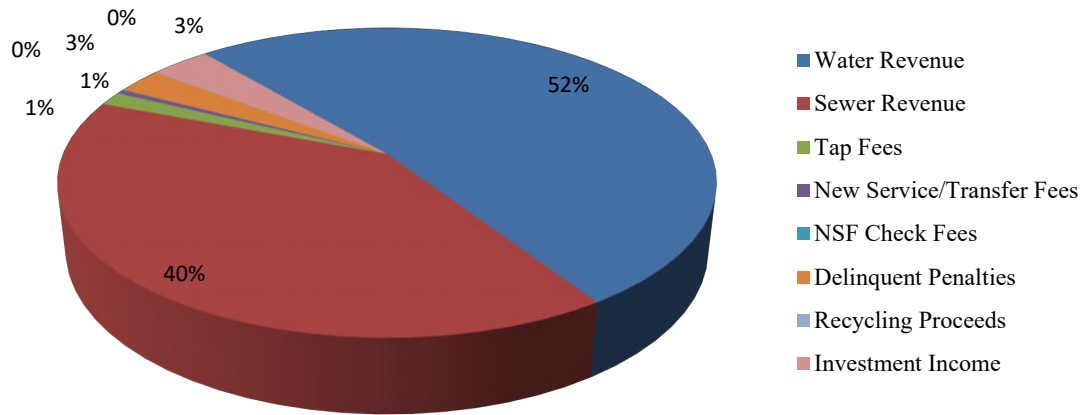


**Water & Sewer Fund
Budget Summary
FY 2025**

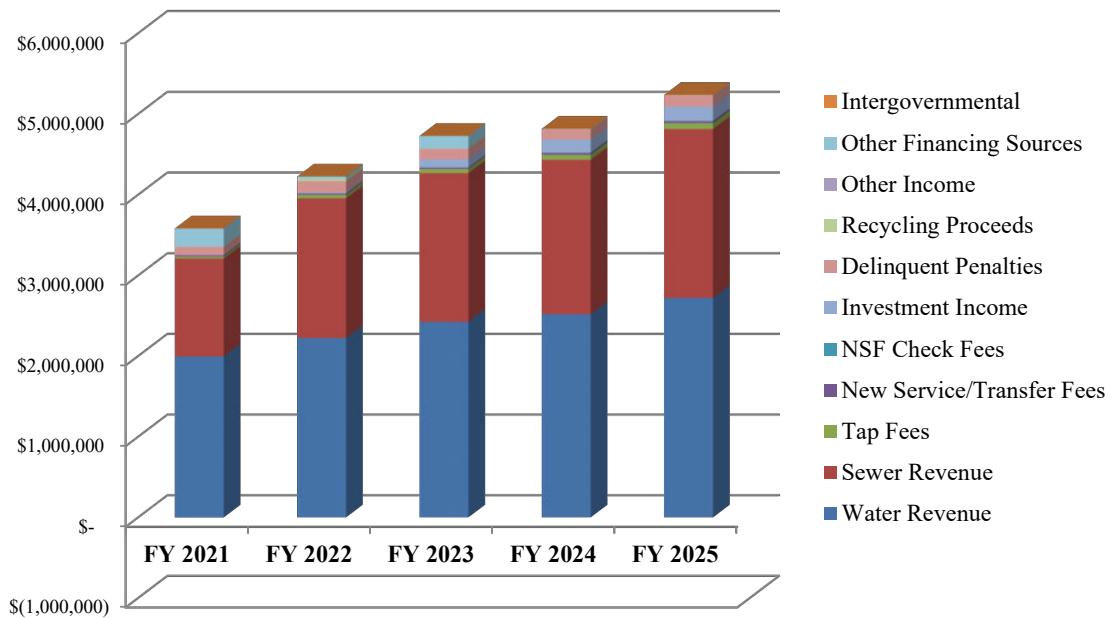
	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget	Percent of Budget	% Change from FY 2024 Budget
Revenues						
Water Revenue	\$ 2,427,831	\$ 2,493,200	\$ 2,514,874	\$ 2,717,900	51.90%	9.01%
Sewer Revenue	1,783,259	2,001,900	1,861,934	2,038,700	38.93%	1.84%
Tap Fees	52,600	63,600	62,600	75,000	1.43%	17.92%
WMARRS Revenue	55,965	48,400	55,965	56,900	1.09%	17.56%
New Service/Transfer Fees	16,300	15,940	23,610	23,632	0.45%	48.26%
NSF Check Fees	525	600	1,425	1,700	0.03%	183.33%
Delinquent Penalties	133,432	137,300	128,686	140,500	2.68%	2.33%
Recycling Proceeds	4,451	4,400	3,319	3,300	0.06%	-25.00%
Intergovernmental	582	-	-	-	0.00%	0.00%
Investment Income	99,967	89,400	162,921	179,200	3.42%	100.45%
Other Income	36	-	-	-	0.00%	0.00%
Other Financing Sources	153,678	-	2,363	-	0.00%	0.00%
Total Revenues	4,728,627	4,854,740	4,817,697	5,236,832	100.00%	7.87%
Operating Expenses						
Personnel	1,010,161	1,175,969	1,098,279	1,408,839	26.90%	19.80%
Supplies	130,643	154,882	172,644	167,720	3.20%	8.29%
Repairs & Maintenance	245,609	517,511	515,961	568,500	10.86%	9.85%
Professional Services	142,976	140,867	118,728	242,802	4.64%	72.36%
Services	425,575	480,612	500,433	591,973	11.30%	23.17%
Water Purchases	392,263	410,936	395,843	413,240	7.89%	0.56%
Sewer Treatment	630,799	720,081	882,772	660,909	12.62%	-8.22%
Total Operating Expenses	2,978,026	3,600,858	3,684,659	4,053,983	77.41%	12.58%
Non-Operating Expenses						
Capital	-	51,000	51,000	64,400	1.23%	26.27%
Debt Service	490,737	502,588	501,414	492,906	9.41%	-1.93%
Transfers Out	437,950	700,294	700,294	625,543	11.95%	-10.67%
Total Non-Operating Expenses	928,687	1,253,882	1,252,708	1,182,849	22.59%	13.67%
Total Expenses	3,906,712	4,854,740	4,937,367	5,236,832	100.00%	7.87%
Net Change In Working Capital	\$ 821,914	\$ -	\$ (119,670)	-		
Projected Working Capital Balance, Beginning				2,651,276		
Projected Working Capital Balance, Ending				\$ 2,651,276		
Minimum Working Capital Balance				\$ 1,309,208		
Projected Working Capital in Excess of Minimum				\$ 1,342,068		

Water & Sewer Fund

FY 2025 Budget - Revenues by Source

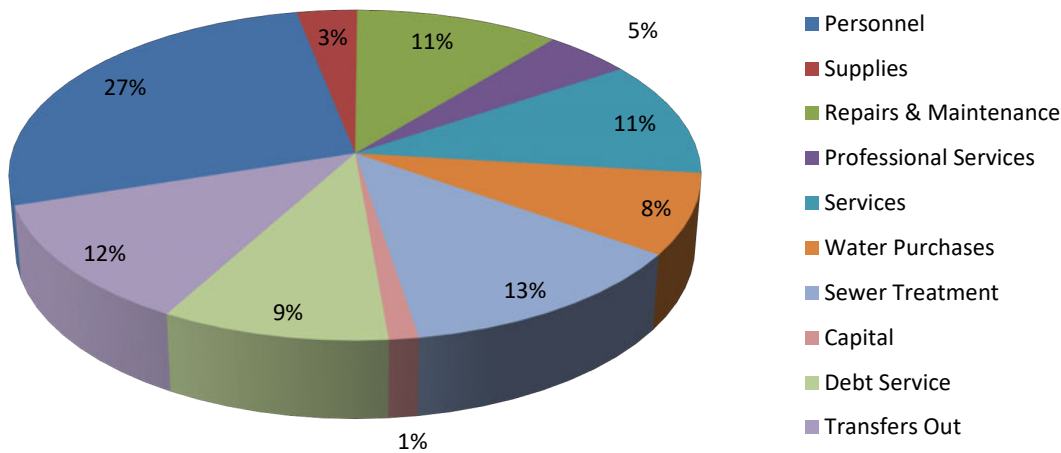


Last Five Years - Revenues by Source

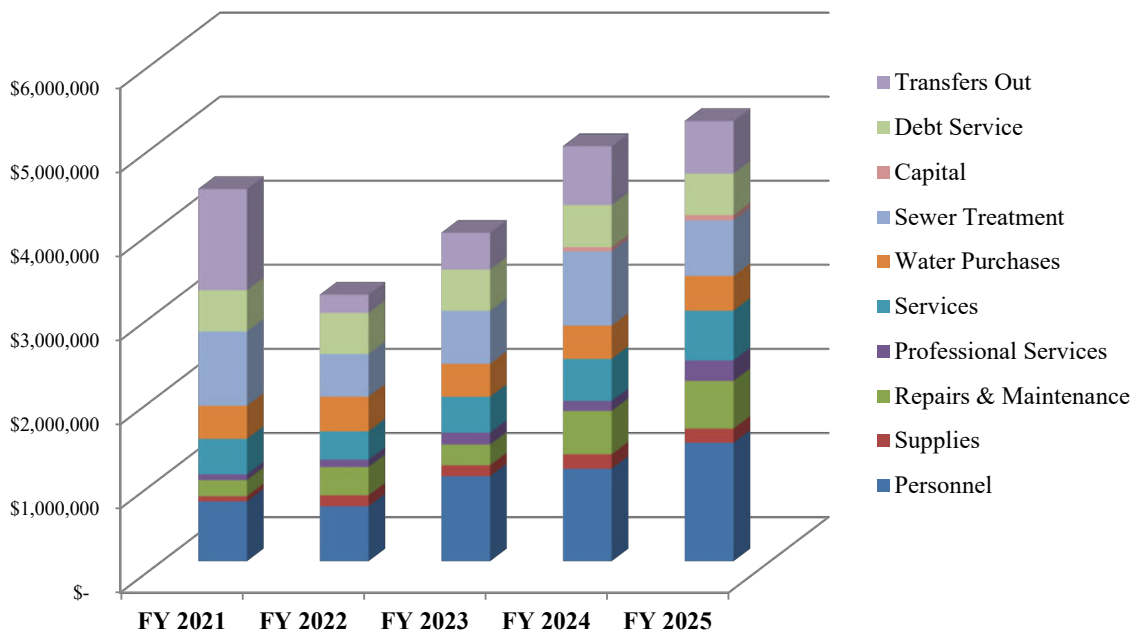


Water & Sewer Fund

FY 2025 Budget - Expenses by Character



Last Five Years - Expenses by Character



**Annual Budget
FY 2025**

**Water & Sewer Fund
Revenues**

Water & Sewer Fund Revenues

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
20-4431	Water - Residential	\$ 1,709,038	\$ 1,762,500	\$ 1,733,769	\$ 1,867,100
20-4432	Water - Commercial	\$ 718,794	\$ 730,700	\$ 781,105	\$ 850,800
20-4433	Sewer Revenue	\$ 1,783,259	\$ 2,001,900	\$ 1,861,934	\$ 2,038,700
20-4434	Tap Fees	\$ 52,600	\$ 63,600	\$ 62,600	\$ 75,000
20-4435	WMARRS Revenue	\$ 55,965	\$ 48,400	\$ 55,965	\$ 56,900
20-4437	New Service/Transfer Fees	\$ 16,300	\$ 15,940	\$ 23,610	\$ 23,632
20-4438	NSF Check Fees	\$ 525	\$ 600	\$ 1,425	\$ 1,700
20-4439	Delinquent Penalties	\$ 133,432	\$ 137,300	\$ 128,686	\$ 140,500
20-4443	Recycling Proceeds	\$ 4,451	\$ 4,400	\$ 3,319	\$ 3,300
	Total Charges for Services	\$ 4,474,363	\$ 4,765,340	\$ 4,652,413	\$ 5,057,632
20-4413	FEMA Reimbursement	\$ 582	\$ -	\$ -	\$ -
	Total Intergovernmental	\$ 582	\$ -	\$ -	\$ -
20-4611	Interest Earned	\$ 99,967	\$ 89,400	\$ 162,921	\$ 179,200
	Total Investment Income	\$ 99,967	\$ 89,400	\$ 162,921	\$ 179,200
20-4711	Other Income	\$ 15	\$ -	\$ -	\$ -
20-4712	Cash Over/Short	\$ 21	\$ -	\$ -	\$ -
	Total Other Income	\$ 36	\$ -	\$ -	\$ -
20-4923	Insurance Proceeds	\$ 153,678	\$ -	\$ 2,363	\$ -
	Total Other Financing Sources	\$ 153,678	\$ -	\$ 2,363	\$ -
	Total Water/Sewer Revenues	\$ 4,728,627	\$ 4,854,740	\$ 4,817,697	\$ 5,236,832



WATER AND SEWER REVENUES

Revenue Assumptions

Water and Sewer Revenue

Projected Revenues:

- **Water Revenue:** \$2,717,900
- **Sewer Revenue:** \$2,038,700

Background and Rate Adjustments

In FY 2014, Bellmead contracted an outside firm to conduct a comprehensive water and sewer rate study using data from the city's customer base. Based on this study, the city implemented proposed rate increases in FY 2015. However, subsequent scheduled increases for FY 2016 through FY 2019 were deferred.

Key Rate Adjustments:

1. **FY 2020:** Rates were adjusted to the recommended 2018 levels.
2. **FY 2021:** A \$3.00 increase was added to the base rates for both water and sewer services.
3. **FY 2022:** Following another rate study in FY 2021, rates were increased to cover operational expenses. Additionally, a \$2 water base rate increase was designated specifically for capital infrastructure improvements due to failures experienced during Winter Storm Uri and the 2022 heatwave.

Infrastructure and Meter Upgrades

In FY 2022, the city partnered with Ameresco to replace all water meters. This replacement resulted in increased billing accuracy and revenue by correcting previous inaccuracies from defective meters.

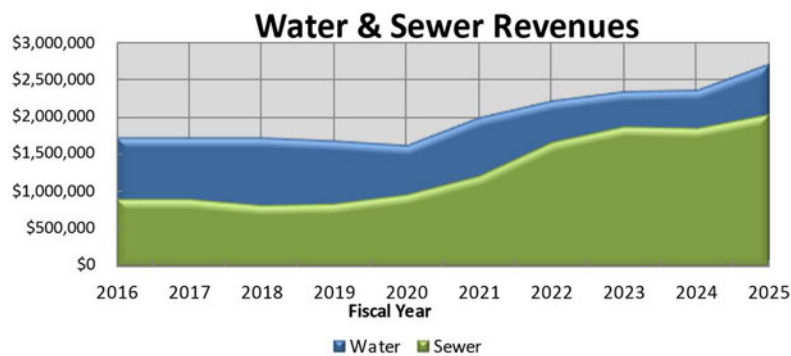
Impact of Weather on Revenue

Water sales are highly elastic and dependent on weather conditions. For example, FY 2018 and FY 2019 saw over 40 inches of rainfall, which led to lower water sales. Conversely, drier years resulted in higher water consumption and sales. The city's revenue projections for FY 2025 include anticipated rate increases and normal weather conditions. However, severe storms in April-June impacted water and sewer revenues for FY 2024.

Revenue Elasticity

The chart illustrates the elasticity of water revenues, showing a strong dependency on weather patterns. Hotter and drier weather increases water consumption significantly. Sewer revenues exhibit a flatter trend, as not all sewer charges are based on total water consumption. Residential

customers have sewer charges capped at 10,000 gallons of water consumption, while non-residential customers are billed based on 100% of their water usage.



Strategic Implications

These revenue projections highlight Bellmead's proactive approach to managing water and sewer services. The strategic rate adjustments and infrastructure improvements ensure that the city can maintain financial stability while providing essential services. The combination of accurate billing through new meters and the resilience built into the rate structure positions Bellmead to effectively manage future challenges.

Water and sewer rates are detailed in the reference section of this document, providing transparency and clarity for residents and stakeholders

Tap and New Service/Transfer Fees

Projected Revenues:

- **Tap Fees:** \$75,000
- **New Service/Transfer Fees:** \$23,632

Overview

Tap fees are charged to new customers who connect, or "tap," into the city's water and sewer systems, while new service/transfer fees are charged for the connection and transfer of utility accounts. These revenue streams are closely linked to the level of building and construction activity within Bellmead.

Revenue Projection Methodology

1. **Trend Analysis:**
 - Revenue projections for both tap fees and new service/transfer fees are based on historical trends and predicted construction activity. A thorough analysis of the past three years' growth trends informs these projections.
2. **Construction Activity:**
 - The ongoing rehabilitation of I-35 through Bellmead is expected to stimulate continued robust construction activity. This includes both new developments and renovations, driving demand for new tap connections and utility account transfers.
3. **FY 2025 Projection:**

- The projected revenue for FY 2025 combines maintaining the FY 2024 levels and incorporating the three-year growth trend. This approach assumes that the positive momentum in construction and development will persist.



Strategic Importance

The anticipated revenue from tap fees and new service/transfer fees underscores Bellmead's ongoing development and growth. Major infrastructure projects like the I-35 rehabilitation act as catalysts for new construction, positioning the city to capitalize on this trend. These revenues are crucial for funding further infrastructure improvements and maintaining the city's water and sewer systems.

Delinquent Penalties

Projected Revenues:

- **Delinquent Penalties:** \$140,500

Overview

Delinquent penalties are imposed on past due utility accounts to encourage timely payment and cover the costs associated with late or non-payment. These penalties include a late fee, disconnection fee, and tampering fee.

Key Penalties and Increases

- 1. Late Penalty:**
 - A 10% late penalty is assessed on past due utility accounts. This penalty was introduced in December 2019; previously, the city did not impose a penalty for late payments.
- 2. Disconnection Fee:**
 - A \$50 fee is assessed prior to disconnection for non-payment, increased from \$25 in FY 2022.
- 3. Tampering Fee:**
 - A \$500 fee is charged for tampering with city meters. This fee was increased from \$50 to \$200 in FY 2021, and further increased to \$500 in FY 2022.



Revenue Projection Methodology

The FY 2025 budget projections for delinquent penalties are based on the current average monthly penalties at the time of budget development, plus the three-year growth trend. This approach ensures that the projections are realistic and reflective of recent trends in payment behavior.

Strategic Importance

The revenue from delinquent penalties plays a crucial role in ensuring the financial stability of the city's utility services. By imposing and adjusting these penalties, Bellmead encourages timely payments and mitigates the financial impact of late or non-payment on the city's budget.

Interest Income

Projected Revenues:

- **Interest Income:** \$179,200

Overview

Interest income is generated from the investment of the city's idle cash funds. These projections are developed through a detailed cash flow analysis, estimating the amount of cash available for investment and considering current interest rate trends.

Revenue Projection Methodology

1. **Cash Flow Analysis:**
 - The city conducts a thorough cash flow analysis to estimate investable cash balances. This analysis helps determine how much idle cash can be invested over the fiscal year.
2. **Interest Rate Trends:**
 - Current interest rate trends are taken into account when developing projections. While interest rates are expected to continue to decrease during the coming year, strategic investments can still maximize earnings.
3. **Investment Strategy:**
 - All of the city's idle cash is invested to maximize returns. Investment vehicles include the depository bank, TexPool, TexStar, TexasClass, money market

accounts, and certificates of deposit. These diversified investment options help mitigate risk and optimize interest income.

Strategic Importance

The city's proactive investment strategy ensures that idle funds are effectively utilized to generate additional revenue.

Description

Provides timely billing and collection of City provided water, sewer, and refuse services in a courteous and responsive manner. The Utility Collections department also:

- 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

- Improved internal collection efforts by sending reminder notices to debtors as soon as accounts become overdue to improve the chances of successfully collecting bad debts.
- Implemented new utility ordinance policies and procedures, such as the requirement of an up-to-date utility deposit to reestablish services after disconnection.
- Maintained accurate and up-to-date customer account records and financial data to prohibit the use of water accounts by unauthorized individuals.

Goals

- Continue to provide excellent customer service to address inquiries, concerns, and disputes in a timely and respectful manner.
- Continue building and maintaining positive relationships with customers by treating them with respect, empathy, and understanding during collections interactions. (A4)
- Continue to monitor for water theft and fix any billing issues that may arise.
- Continue to identify opportunities to streamline collections processes and implement improvements to enhance efficiency. (A10)
- Provide ongoing training for collections staff to ensure adherence to legal and ethical collections practices. (E1)

**Annual Budget
FY 2025**

**Water & Sewer Fund
Finance
Utility Collections**

Expense Summary

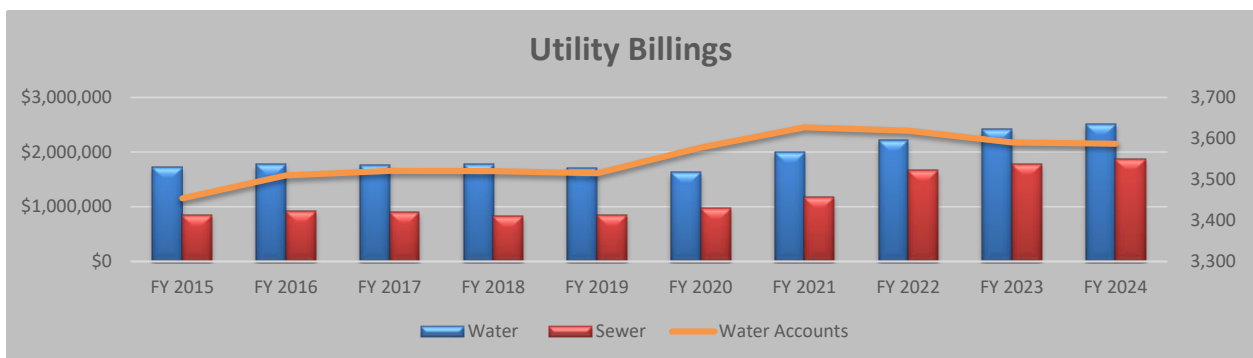
Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 226,323	\$ 295,493	\$ 290,281	\$ 360,247
Supplies	\$ 38,385	\$ 37,715	\$ 33,892	\$ 32,880
Repairs & Maintenance	\$ -	\$ 5,000	\$ -	\$ 5,000
Professional Services	\$ 108,328	\$ 88,327	\$ 64,490	\$ 132,800
Services	\$ 91,831	\$ 77,600	\$ 106,113	\$ 132,486
Total	\$ 464,866	\$ 504,135	\$ 494,776	\$ 663,413

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Number of Customers	3,473	3,500	3,468	3,500
ACH Customers	224	230	215	220
Bills Printed Annually	41,582	41,550	41,647	41,200
Late Notices Generated	9,289	9,200	8,784	8,000
Disconnects for Non-Payment	1,113	1,050	869	800
Work Orders Processed	161	160	145	155

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Assistant City Manager/CFO	0.45	0.45	0.45	0.45
Assistant Finance Director	-	-	-	0.45
Staff Accountant	0.45	0.45	0.45	0.45
Accounting Specialist	0.15	0.15	0.15	0.15
Utility Billing Specialist	0.90	0.90	0.90	0.90
Customer Service Representatives	1.70	1.70	0.85	0.85
Permits Technician	-	-	0.50	0.50
Total	3.65	3.65	3.30	3.75



**Annual Budget
FY 2025**

**Water & Sewer Fund
Finance
Utility Collections**

Finance-Utility Collections

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
20-5-32-5101	Salaries-Administrative	\$ 62,224	\$ 69,403	\$ 64,190	\$ 73,299
20-5-32-5102	Salaries-Professional	\$ 23,301	\$ 25,309	\$ 25,309	\$ 26,690
20-5-32-5104	Salaries-Operations	\$ 70,759	\$ 97,408	\$ 114,379	\$ 106,383
20-5-32-5109	Salaries-Part Time	\$ 13,286	\$ 16,971	\$ -	\$ -
20-5-32-5112	Longevity	\$ 633	\$ 677	\$ 677	\$ 846
20-5-32-5113	Certification/Education Pay	\$ 2,714	\$ 4,210	\$ 4,210	\$ 4,484
20-5-32-5114	Allowances	\$ 3,642	\$ 3,510	\$ 3,510	\$ 3,510
20-5-32-5120	FICA	\$ 12,724	\$ 16,638	\$ 16,638	\$ 16,464
20-5-32-5124	WC Insurance	\$ 386	\$ 512	\$ 512	\$ 508
20-5-32-5130	TMRS	\$ 17,128	\$ 26,473	\$ 26,473	\$ 26,794
20-5-32-5150	Group Insurance	\$ 19,526	\$ 34,382	\$ 34,382	\$ 31,397
20-5-32-5190	New Personnel	\$ -	\$ -	\$ -	\$ 69,872
	Total Personnel	\$ 226,323	\$ 295,493	\$ 290,281	\$ 360,247
20-5-32-5201	Office Supplies	\$ 4,053	\$ 4,000	\$ 4,000	\$ 4,000
20-5-32-5203	Postage	\$ 25,404	\$ 28,560	\$ 28,560	\$ 28,820
20-5-32-5204	Clothing Supplies	\$ 72	\$ 105	\$ 105	\$ 60
20-5-32-5210	Tools & Other Supplies	\$ -	\$ 250	\$ -	\$ -
20-5-32-5215	Small Equipment	\$ 8,856	\$ 4,800	\$ 1,227	\$ -
	Total Supplies	\$ 38,385	\$ 37,715	\$ 33,892	\$ 32,880
20-5-32-5324	Office Equipment Maintenance	\$ -	\$ 5,000	\$ -	\$ 5,000
	Total Repairs & Maintenance	\$ -	\$ 5,000	\$ -	\$ 5,000
20-5-32-5403	Accounting Services	\$ 15,763	\$ 14,970	\$ 14,000	\$ 13,829
20-5-32-5406	Information Technology Services	\$ 92,226	\$ 73,057	\$ 50,000	\$ 78,371
20-5-32-5408	Consultant Services	\$ -	\$ -	\$ -	\$ 40,000
20-5-32-5409	Specal Services	\$ 339	\$ 300	\$ 490	\$ 600
	Total Professional Services	\$ 108,328	\$ 88,327	\$ 64,490	\$ 132,800
20-5-32-5502	Communication Services	\$ 872	\$ 1,020	\$ 880	\$ 660
20-5-32-5506	Merchant Services	\$ 85,620	\$ 72,000	\$ 100,000	\$ 126,000
20-5-32-5507	Radio Services	\$ 300	\$ 300	\$ 300	\$ 300
20-5-32-5511	Insurance-General Liability	\$ 167	\$ 273	\$ 273	\$ 277
20-5-32-5512	Insurance-Errors & Ommissions	\$ 383	\$ 576	\$ 576	\$ 594
20-5-32-5513	Insurance-Crime/Dishonesty	\$ 343	\$ 377	\$ 343	\$ 343
20-5-32-5531	Equipment Rental	\$ 3,340	\$ 1,844	\$ 2,329	\$ 3,392
20-5-32-5541	Training & Travel	\$ 806	\$ 1,210	\$ 1,412	\$ 920
	Total Services	\$ 91,831	\$ 77,600	\$ 106,113	\$ 132,486
	Total Finance-Utility Collections	\$ 464,866	\$ 504,135	\$ 494,776	\$ 663,413

Description

The Public Works department is comprised of three divisions:

1. Administration
2. Water
3. Sewer

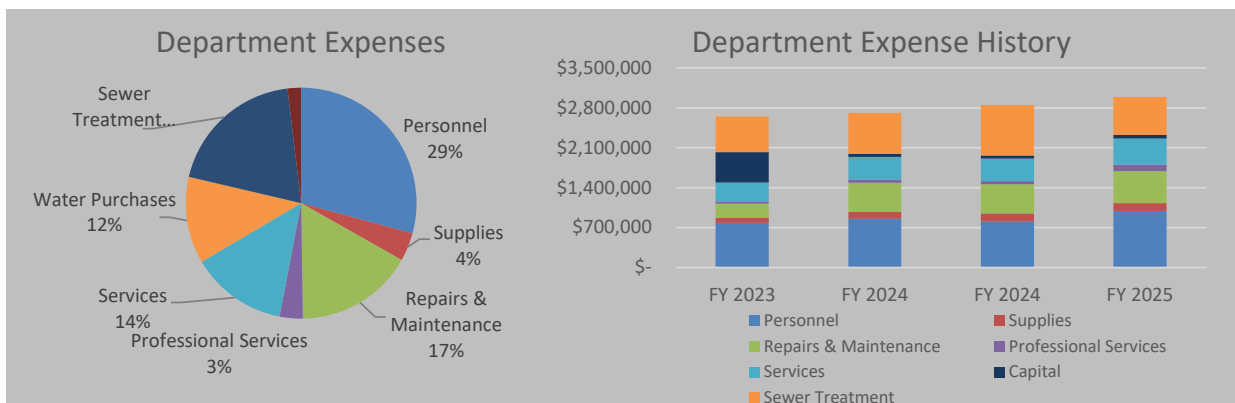
The details of these divisions follow.

Expense Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 783,838	\$ 855,752	\$ 807,998	\$ 993,592
Supplies	\$ 92,258	\$ 117,167	\$ 138,752	\$ 134,840
Repairs & Maintenance	\$ 245,609	\$ 512,511	\$ 515,961	\$ 563,500
Professional Services	\$ 34,648	\$ 52,540	\$ 54,238	\$ 110,002
Services	\$ 333,744	\$ 403,012	\$ 394,320	\$ 459,487
Water Purchases	\$ 392,263	\$ 410,936	\$ 395,843	\$ 413,240
Sewer Treatment	\$ 627,160	\$ 720,081	\$ 882,772	\$ 660,909
Capital	\$ 530,937	\$ 51,000	\$ 51,000	\$ 64,400
Transfers	\$ 72,763	\$ -	\$ -	\$ -
Total	\$ 3,113,220	\$ 3,122,999	\$ 3,240,884	\$ 3,399,970

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
City Manager	0.25	0.25	0.25	0.25
Public Works Director	0.50	0.50	0.50	0.50
Asst. Public Works Director	0.20	0.20	0.20	-
Utilities Superintendent	1.00	1.00	1.00	1.00
PT GIS Analyst	-	0.25	0.25	0.25
Sr Heavy Equipment Operator	1.00	1.00	1.00	1.00
Heavy Equipment Operator	2.00	2.00	2.00	1.00
Meter Reader	1.00	1.00	1.00	1.00
Maintenance Worker	4.00	4.00	4.00	4.00
Lift Station Mechanic	1.00	1.00	1.00	2.00
HR Generalist	0.20	0.20	0.20	0.20
Total	11.15	11.40	11.40	12.20



Description

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

- 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 the department to enhance efficiency, effectiveness, accountability and overall performance and goal achievement. (A12)
- Implemented a Geographic Information System (GIS) to enable city officials to visualize data on maps, making it easier to analyze and interpret information.
- Oversaw detailed planning and the start of construction of the new Highway 84 lift station utilizing federal funds from the American Recovery Plan Act. (F3, F4, F6)
- Repaired and replaced pump and motor for Research well to preserve and protect the public health and safety of residents. (F3, F9)
- Participated with surrounding communities and provided direct input regarding the City's portion of the North Interceptor Project, which will begin to eliminate the need for four lift stations and reduce operating costs by 40%. (F2, F3, F6, F10)
- Provided ongoing training and professional development opportunities and encouraged staff to obtain relevant certifications to foster a culture of continuous improvement and learning within the department. (A12)

Goals

- Continue to develop and implement contingency plans to address potential water supply disruptions and emergencies effectively. (F8)
- Continue to develop a solid inventory of all City owned water and sewer infrastructure to better allocate repair and maintenance resources. (F3)
- Prepare to expedite the next stages of the City's portion of the North Interceptor Project. (F3, F6, F10)
- Develop a 5-year strategic plan for water line and sewer line replacements to continue to provide adequate water and wastewater services. (F6, F9, F10)
- Enhance staff training programs to ensure high levels of expertise and customer service and ensure all staff are proficient in the use of new technologies. (A12)
- Pursue funding opportunities and grants to support infrastructure and improvement projects. (A3)
- Streamline administrative processes, reducing paperwork and improving workflow efficiency and accuracy.
- Improve response times and resolution rates for public inquiries and service requests. (A4)
- Proactively identify and address potential regulatory compliance issues before they arise.

(Strategic Plan Goal #)

**Annual Budget
FY 2025**

**Water & Sewer Fund
Public Works
Administration**

Expense Summary

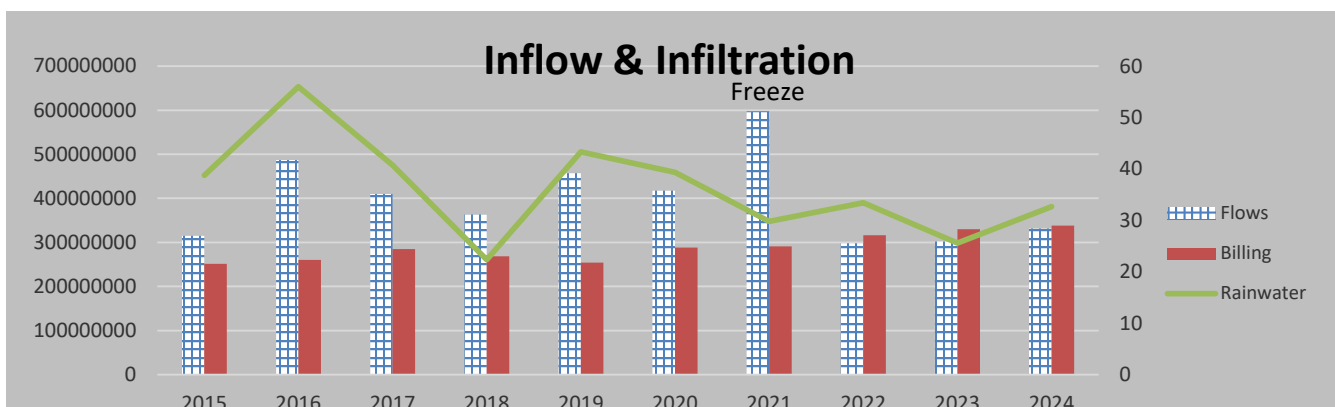
Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 192,306	\$ 262,733	\$ 214,519	\$ 240,093
Supplies	\$ 3,985	\$ 8,962	\$ 8,962	\$ 9,810
Repairs & Maintenance	\$ 1,427	\$ 2,598	\$ 4,000	\$ 4,000
Professional Services	\$ 18,165	\$ 21,638	\$ 20,438	\$ 18,215
Services	\$ 9,265	\$ 12,678	\$ 10,290	\$ 12,498
Transfers	\$ 14,007	\$ -	\$ -	\$ -
Total	\$ 239,155	\$ 308,609	\$ 258,209	\$ 284,616

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Indust. Pre-Treat. Reports	1	1	1	1
Indust. Pre-Treat. Inspec.	1	1	1	1
Sewer Flow	307,909,000	310,000,000	401,574,000	350,000,000
Total Water Cons.-Gallons	378,451,000	390,000,000	342,969,000	370,000,000
Gallons - Highest Day	1,398,000	1,350,000	1,185,000	1,300,000
Gallons - Average Day	1,037,000	1,100,000	937,000	1,000,000

Staffing

Position	FY 2023 Actual	FY 2024 Actual	FY 2024 Estimated	FY 2025 Budget
City Manager	0.25	0.25	0.25	0.25
Public Works Director	0.50	0.50	0.50	0.50
Asst. Public Works Director	0.20	0.20	0.20	-
PT GIS Analyst	-	0.25	0.25	0.25
HR Generalist	0.20	0.20	0.20	0.20
Total	1.15	1.40	1.40	1.20



**Annual Budget
FY 2025**

**Water & Sewer Fund
Public Works
Administration**

Public Works - Administration

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
20-5-70-5101	Salaries-Administrative	\$ 99,080	\$ 104,526	\$ 60,000	\$ 108,031
20-5-70-5102	Salaries-Professional	\$ -	\$ -	\$ -	\$ 9,305
20-5-70-5103	Salaries-Supervisory	\$ 15,145	\$ 15,666	\$ 13,653	\$ -
20-5-70-5104	Salaries-Operations	\$ 28,156	\$ 62,594	\$ 62,594	\$ 51,767
20-5-70-5112	Longevity	\$ 140	\$ 372	\$ 257	\$ 330
20-5-70-5113	Certification/Education Pay	\$ 2,340	\$ 3,202	\$ 1,642	\$ 2,078
20-5-70-5114	Allowances	\$ 5,086	\$ 4,975	\$ 4,975	\$ 4,975
20-5-70-5120	FICA	\$ 11,228	\$ 15,133	\$ 15,133	\$ 14,730
20-5-70-5124	WC Insurance	\$ 347	\$ 2,646	\$ 2,646	\$ 1,848
20-5-70-5130	TMRS	\$ 16,647	\$ 24,080	\$ 24,080	\$ 21,973
20-5-70-5150	Group Insurance	\$ 14,138	\$ 29,539	\$ 29,539	\$ 25,056
	Total Personnel	\$ 192,306	\$ 262,733	\$ 214,519	\$ 240,093
20-5-70-5201	Office Supplies	\$ 936	\$ 1,000	\$ 1,000	\$ 1,000
20-5-70-5203	Postage	\$ 22	\$ 10	\$ 10	\$ 30
20-5-70-5204	Clothing Supplies	\$ 224	\$ 250	\$ 250	\$ 250
20-5-70-5205	Janitorial Supplies	\$ 511	\$ 600	\$ 600	\$ 750
20-5-70-5207	Fuel	\$ 2,291	\$ 2,200	\$ 2,200	\$ 2,280
20-5-70-5215	Small Equipment	\$ -	\$ 4,902	\$ 4,902	\$ 5,500
	Total Supplies	\$ 3,985	\$ 8,962	\$ 8,962	\$ 9,810
20-5-70-5301	Building Maintenance	\$ 1,297	\$ 1,598	\$ 3,000	\$ 3,000
20-5-70-5322	Vehicle Maintenance	\$ 130	\$ 1,000	\$ 1,000	\$ 1,000
	Total Repairs and Maintenance	\$ 1,427	\$ 2,598	\$ 4,000	\$ 4,000
20-5-70-5401	GIS Services	\$ -	\$ -	\$ -	\$ 16,711
20-5-70-5404	Legal Services	\$ 17,048	\$ 7,200	\$ 6,000	\$ -
20-5-70-5406	Information Technology Services	\$ 667	\$ 3,158	\$ 3,158	\$ 1,504
20-5-70-5408	Consulting Services	\$ 450	\$ 11,280	\$ 11,280	\$ -
	Total Professional Services	\$ 18,165	\$ 21,638	\$ 20,438	\$ 18,215

**Annual Budget
FY 2025**

**Water & Sewer Fund
Public Works
Administration**

Public Works - Administration Continued

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
20-5-70-5502	Communication Services	\$ 1,925	\$ 1,980	\$ 1,910	\$ 1,980
20-5-70-5504	Internet Services	\$ 3,214	\$ 3,240	\$ 3,200	\$ 3,180
20-5-70-5507	Radio Services	\$ 900	\$ 900	\$ 900	\$ 900
20-5-70-5511	Insurance - General Liability	\$ 53	\$ 105	\$ 105	\$ 106
20-5-70-5512	Insurance - E&O	\$ 121	\$ 221	\$ 221	\$ 228
20-5-70-5515	Insurance - Auto	\$ 417	\$ 612	\$ 612	\$ -
20-5-70-5517	Insurance - Property	\$ 656	\$ -	\$ -	\$ -
20-5-70-5531	Equipment Rental	\$ 1,372	\$ 2,370	\$ 1,390	\$ 1,404
20-5-70-5541	Training and Travel	\$ 350	\$ 2,500	\$ 1,413	\$ 4,160
20-5-70-5542	Dues/Memberships	\$ 259	\$ 750	\$ 540	\$ 540
	Total Services	\$ 9,265	\$ 12,678	\$ 10,290	\$ 12,498
20-5-70-5922	Transfer to Fund 22	\$ 14,007	\$ -	\$ -	\$ -
	Total Transfers	\$ 14,007	\$ -	\$ -	\$ -
	Total Public Works - Admin	\$ 239,155	\$ 308,609	\$ 258,209	\$ 284,616

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

- Rehabilitated Research ground storage tank which involved sandblasting and coating to enhance longevity and functionality. (F9)
- Began lead and copper pipe inventory of City infrastructure to be replaced to improve health, safety, and long-term financial savings. (F9)
- Repaired and replaced fire hydrants near key intersections to ensure ease of first responder access and to provide efficient water services to property developers. (D6, F4, F9)
- Maintained high water quality standards through regular testing, treatment, and monitoring to meet or exceed health and safety regulations. (F9)
- Conducted regular maintenance and repairs to water mains to prevent service interruptions. (F3)

Goals

- Continue 10-year replacement program for all lead and copper pipes with modern, safer materials to improve health, safety, and long-term financial savings. (F9)
- Continue to repair and replace City fire hydrants to ensure the ease of first responder access and to provide efficient water services to property developers. (D6, F4, F9)
- Continue to oversee placement of new service water and sewer taps in an effort to encourage residential and commercial economic development. (D6, F4, F8)
- Continue to actively monitor the water system, repairing and replacing parts as needed. (F3, F8)
- Provide more educational opportunities for residents on water safety and sustainability. (A11)
- Strengthen infrastructure to withstand natural disasters and other emergencies. (F3)

(Strategic Plan Goal #)

**Annual Budget
FY 2025**

**Water & Sewer Fund
Public Works
Water**

Expense Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 401,339	\$ 347,200	\$ 347,200	\$ 456,551
Supplies	\$ 71,824	\$ 83,605	\$ 105,190	\$ 101,760
Repairs & Maintenance	\$ 173,520	\$ 342,242	\$ 344,290	\$ 379,500
Professional Services	\$ 16,483	\$ 28,402	\$ 31,300	\$ 89,287
Services	\$ 306,367	\$ 362,275	\$ 357,391	\$ 417,406
Water Purchases	\$ 392,263	\$ 410,936	\$ 395,843	\$ 413,240
Capital	\$ 202,217	\$ -	\$ -	\$ 15,500
Transfers	\$ 5,503	\$ -	\$ -	\$ -
Total	\$ 1,569,516	\$ 1,574,660	\$ 1,581,214	\$ 1,873,244

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Main Line Leaks Repaired	122	150	116	120
Water Samples Taken	150	150	156	160
Meter Exchanges	15	25	29	25
New Service Taps	15	20	14	15
Fire Hydrants Replaced	6	5	1	6

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Utilities Superintendent	0.60	0.60	0.60	0.60
Utilities Foreman	0.60	0.60	0.60	0.60
Utilities Crew Leader	1.20	1.20	1.20	0.60
Lead Water Systems Operator	-	-	-	1.00
Meter Technician	1.00	1.00	1.00	1.00
Well Technician	-	-	-	1.00
Utilities Worker	2.40	2.40	2.40	2.40
Total	5.80	5.80	5.80	7.20

**Annual Budget
FY 2025**

**Water & Sewer Fund
Public Works
Water**

Public Works - Water

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
20-5-75-5103	Salaries-Supervisory	\$ 58,955	\$ 71,585	\$ 71,585	\$ 75,872
20-5-75-5104	Salaries-Operations	\$ 113,619	\$ 148,445	\$ 155,197	\$ 186,347
20-5-75-5109	Contract Labor	\$ 14,083	\$ 11,635	\$ 4,883	\$ -
20-5-75-5110	Overtime	\$ 10,557	\$ 6,575	\$ 6,575	\$ 7,866
20-5-75-5112	Longevity	\$ 1,288	\$ 1,222	\$ 1,222	\$ 1,474
20-5-75-5113	Certification/Education Pay	\$ 2,618	\$ 4,316	\$ 4,316	\$ 4,495
20-5-75-5120	FICA	\$ 14,363	\$ 18,648	\$ 18,648	\$ 21,118
20-5-75-5124	Workers' Comp Insurance	\$ 4,561	\$ 6,239	\$ 6,239	\$ 7,087
20-5-75-5125	Unemployment Compensation	\$ 554	\$ -	\$ -	\$ -
20-5-75-5130	TMRS	\$ 156,873	\$ 29,675	\$ 29,675	\$ 34,369
20-5-75-5150	Group Insurance	\$ 23,869	\$ 48,860	\$ 48,860	\$ 53,150
20-5-75-5190	New Personnel	\$ -	\$ -	\$ -	\$ 64,773
	Total Personnel	\$ 401,339	\$ 347,200	\$ 347,200	\$ 456,551
20-5-75-5201	Office Supplies	\$ 431	\$ 371	\$ 370	\$ 50
20-5-75-5204	Clothing Supplies	\$ 6,324	\$ 6,773	\$ 6,800	\$ 6,800
20-5-75-5207	Fuel	\$ 17,794	\$ 23,020	\$ 23,020	\$ 19,910
20-5-75-5210	Tools & Other Supplies	\$ 4,436	\$ 3,822	\$ 3,000	\$ 3,000
20-5-75-5213	Chemical Supplies	\$ 37,848	\$ 44,119	\$ 65,000	\$ 65,000
20-5-75-5215	Small Equipment	\$ 4,991	\$ 5,500	\$ 7,000	\$ 7,000
	Total Supplies	\$ 71,824	\$ 83,605	\$ 105,190	\$ 101,760
20-5-75-5321	Machinery & Equip Maint	\$ 10,603	\$ 4,500	\$ 4,500	\$ 4,500
20-5-75-5322	Vehicle Maintenance	\$ 6,452	\$ 5,500	\$ 5,500	\$ 6,000
20-5-75-5340	Water Line Maintenance	\$ 40,338	\$ 173,452	\$ 175,500	\$ 180,000
20-5-75-5341	Gateway Maintenance	\$ 21,453	\$ -	\$ -	\$ 5,000
20-5-75-5342	Water Well Maintenance	\$ 60,165	\$ 130,000	\$ 130,000	\$ 140,000
20-5-75-5343	Water Meters	\$ 27,030	\$ 13,790	\$ 13,790	\$ 14,000
20-5-75-5344	Fire Hydrant Maintenance	\$ 7,480	\$ 15,000	\$ 15,000	\$ 30,000
	Total Repairs & Maintenance	\$ 173,520	\$ 342,242	\$ 344,290	\$ 379,500
20-5-75-5402	Engineering Services	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
20-5-75-5406	Information Technology Services	\$ 991	\$ 12,800	\$ 12,800	\$ 13,000
20-5-75-5409	Special Services	\$ 1,079	\$ 2,500	\$ 2,500	\$ 2,500
20-5-75-5440	Water Samples	\$ 14,328	\$ 7,902	\$ 10,800	\$ 12,000
20-5-75-5441	Meter Testing	\$ 85	\$ 200	\$ 200	\$ 56,787
	Professional Services	\$ 16,483	\$ 28,402	\$ 31,300	\$ 89,287

**Annual Budget
FY 2025**

**Water & Sewer Fund
Public Works
Water**

Public Works - Water Continued

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
20-5-75-5501	Electric Services	\$ 266,414	\$ 308,966	\$ 308,966	\$ 360,000
20-5-75-5502	Communication Services	\$ 2,705	\$ 4,200	\$ 2,520	\$ 2,700
20-5-75-5507	Radio Services	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200
20-5-75-5511	Insurance-General Liability	\$ 265	\$ 433	\$ 433	\$ 440
20-5-75-5512	Insurance-Errors & Omissions	\$ 609	\$ 916	\$ 916	\$ 943
20-5-75-5515	Insurance-Auto	\$ 4,162	\$ 6,544	\$ 6,544	\$ 5,776
20-5-75-5516	Insurance - Rolling Stock	\$ 1,231	\$ 938	\$ 938	\$ 938
20-5-75-5517	Insurance-Property	\$ 26,621	\$ 35,398	\$ 35,397	\$ 39,609
20-5-75-5522	Public Notices	\$ 267	\$ 300	\$ -	\$ 300
20-5-75-5531	Equipment Rental	\$ 633	\$ 1,000	\$ -	\$ 1,500
20-5-75-5541	Training & Travel	\$ 1,696	\$ 1,000	\$ 476	\$ 2,500
20-5-75-5542	Dues/Memberships	\$ 563	\$ 1,380	\$ -	\$ 1,500
	Total Services	\$ 306,367	\$ 362,275	\$ 357,391	\$ 417,406
20-5-75-5579	Bad Debt Expense	\$ 9,581	\$ 20,000	\$ 10,000	\$ 20,000
20-5-75-5580	Water System Fees	\$ 9,906	\$ 10,000	\$ 9,907	\$ 10,000
20-5-75-5581	Raw Water	\$ 11,334	\$ 20,000	\$ 15,000	\$ 20,000
20-5-75-5582	Water Purchases-Fixed Charges	\$ 361,442	\$ 360,936	\$ 360,936	\$ 363,240
	Total Water Purchases	\$ 392,263	\$ 410,936	\$ 395,843	\$ 413,240
20-5-75-5704	Water Well - Research	\$ 94,397	\$ -	\$ -	\$ -
20-5-75-5705	Machinery & Equipment	\$ -	\$ -	\$ -	\$ 15,500
20-5-75-5707	Water Well - Meyers	\$ 107,820	\$ -	\$ -	\$ -
	Total Capital	\$ 202,217	\$ -	\$ -	\$ 15,500
20-5-75-5922	Transfer to Fund 22	\$ 5,503	\$ -	\$ -	\$ -
	Total Transfers	\$ 5,503	\$ -	\$ -	\$ -
	Total Public Works - Water	\$ 1,569,516	\$ 1,574,660	\$ 1,581,214	\$ 1,873,244

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 also:

- Maintains the City's sewer collection system, including 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 the CDBG grant funded project which replaced structurally deficient wastewater lines from San Jacinto to Utah Street to enhance the sewer infrastructure. (F3)
- Began an emergency replacement of the Concord manhole to help correct inflow and infiltration issues in the collection system. (F3)
- Began construction on the Highway 84 lift station that will provide increased capacity for a currently undersized area. (F3)
- Conducted regular inspections and maintenance of sewer pipes, lift stations, and treatment facilities to prevent system failures and prolong their lifespan. (F3, F10)
- Continued detail planning to upgrade 3 City lift stations utilizing federal funds from the American Recovery Plan. (F4, F6)

Goals

- Develop a manhole system inventory to monitor the conditions and help mitigate infiltration within the City.
- Continue to upgrade aging sewer lines to reduce blockages and overflows. (F3, F10)
- Continue to oversee the construction and upgrades of City lift stations to increase capacity and improve efficiency. (F3)
- Continue phase 1A of the North Interceptor Sewer project, which includes implementation and construction to increase sewage capacity and promote economic development. (F6)
- Provide ongoing training for sewer department staff on safety protocols, new technologies, and best practices in wastewater management. (E1, F10)
- Research and adopt advanced wastewater treatment technologies to improve treatment efficiency and the quality of treated effluent. (F10)
- Increase public awareness and education efforts on proper sewer usage and maintenance.
- Develop and test comprehensive emergency response plans for sewer-related crises, such as flooding and system failures.

(Strategic Plan Goal #)

**Annual Budget
FY 2025**

**Water & Sewer Fund
Public Works
Sewer**

Expense Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 190,193	\$ 245,819	\$ 246,279	\$ 296,948
Supplies	\$ 16,450	\$ 24,600	\$ 24,600	\$ 23,270
Repairs & Maintenance	\$ 70,662	\$ 167,671	\$ 167,671	\$ 180,000
Professional Services	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
Services	\$ 18,112	\$ 28,059	\$ 26,638	\$ 29,583
Sewer Treatment	\$ 627,160	\$ 720,081	\$ 882,772	\$ 660,909
Capital	\$ 328,720	\$ 51,000	\$ 51,000	\$ 48,900
Transfers	\$ 53,253	\$ -	\$ -	\$ -
Total	\$ 1,304,549	\$ 1,239,730	\$ 1,401,460	\$ 1,242,110

Performance Measures

Measurement	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Feet of line rodded	6,000	6,000	4,930	5,000
Sewer stoppages removed	260	280	234	245
Lift station maintenance checks	1,000	1,000	1,080	1,100
Manholes Cleaned	50	50	12	15
Service Taps Made	15	20	17	15

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Utilities Superintendent	0.40	0.40	0.40	0.40
Utilities Foreman	0.40	0.40	0.40	0.40
Utilities Crew Leader	0.80	0.80	0.80	0.40
Lift Station Technician	1.00	1.00	1.00	2.00
Utilities Worker	1.60	1.60	1.60	1.60
Total	4.20	4.20	4.20	4.80

**Annual Budget
FY 2025**

**Water & Sewer Fund
Public Works
Sewer**

Public Works - Sewer

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
20-5-76-5103	Salaries-Supervisory	\$ 39,303	\$ 47,723	\$ 47,723	\$ 50,582
20-5-76-5104	Salaries-Operations	\$ 90,150	\$ 110,007	\$ 116,759	\$ 105,356
20-5-76-5109	Contract Labor	\$ -	\$ 6,752	\$ -	\$ -
20-5-76-5110	Overtime	\$ 7,718	\$ 4,495	\$ 4,955	\$ 3,161
20-5-76-5112	Longevity	\$ 1,507	\$ 1,483	\$ 1,483	\$ 1,671
20-5-76-5113	Certification/Education Pay	\$ 1,122	\$ 1,304	\$ 1,304	\$ 2,184
20-5-76-5120	FICA	\$ 10,356	\$ 13,103	\$ 13,103	\$ 12,466
20-5-76-5124	WC Insurance	\$ 3,291	\$ 4,397	\$ 4,397	\$ 4,197
20-5-76-5125	Unemployment Compensation	\$ 369	\$ -	\$ -	\$ -
20-5-76-5130	TMRS	\$ 14,523	\$ 20,850	\$ 20,850	\$ 20,288
20-5-76-5150	Group Insurance	\$ 21,854	\$ 35,705	\$ 35,705	\$ 32,270
20-5-76-5190	New Personnel	\$ -	\$ -	\$ -	\$ 64,773
	Total Personnel	\$ 190,193	\$ 245,819	\$ 246,279	\$ 296,948
20-5-76-5201	Office Supplies	\$ 10	\$ -	\$ -	\$ -
20-5-76-5204	Clothing Supplies	\$ 1,596	\$ 1,500	\$ 1,500	\$ 1,500
20-5-76-5207	Fuel	\$ 11,963	\$ 15,350	\$ 15,350	\$ 13,270
20-5-76-5210	Tools and Other Supplies	\$ 1,130	\$ 910	\$ 750	\$ 1,500
20-5-76-5213	Chemical Supplies	\$ 250	\$ 3,000	\$ 3,000	\$ 3,000
20-5-76-5215	Small Equipment	\$ 1,501	\$ 3,840	\$ 4,000	\$ 4,000
	Total Supplies	\$ 16,450	\$ 24,600	\$ 24,600	\$ 23,270
20-5-76-5321	Machinery & Equipment Maintenance	\$ 7,898	\$ 10,000	\$ 10,000	\$ 10,000
20-5-76-5322	Vehicle Maintenance	\$ 3,792	\$ 10,000	\$ 10,000	\$ 10,000
20-5-76-5330	Sewer Line Maintenance	\$ 13,316	\$ 107,671	\$ 107,671	\$ 120,000
20-5-76-5335	Lift Station Maintenance	\$ 45,656	\$ 40,000	\$ 40,000	\$ 40,000
	Total Repairs & Maintenance	\$ 70,662	\$ 167,671	\$ 167,671	\$ 180,000
20-5-76-5402	Engineering Services	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
	Total Professional Services	\$ -	\$ 2,500	\$ 2,500	\$ 2,500
20-5-76-5501	Electric Services	\$ 15,049	\$ 20,157	\$ 20,157	\$ 20,000
20-5-76-5511	Insurance-General Liability	\$ 192	\$ 314	\$ 314	\$ 318
20-5-76-5512	Insurance-Errors & Omissions	\$ 441	\$ 663	\$ 663	\$ 683
20-5-76-5515	Insurance-Auto	\$ 1,519	\$ 4,031	\$ 4,031	\$ 4,104
20-5-76-5516	Insurance-Rolling Stock	\$ -	\$ 1,020	\$ 1,020	\$ 1,020
20-5-76-5517	Insurance-Property	\$ 449	\$ 454	\$ 454	\$ 508
20-5-76-5541	Training & Travel	\$ 350	\$ 500	\$ -	\$ 2,000
20-5-76-5542	Dues/Memberships	\$ 111	\$ 920	\$ -	\$ 950
	Total Services	\$ 18,112	\$ 28,059	\$ 26,638	\$ 29,583

**Annual Budget
FY 2025**

**Water & Sewer Fund
Public Works
Sewer**

Public Works - Sewer Continued

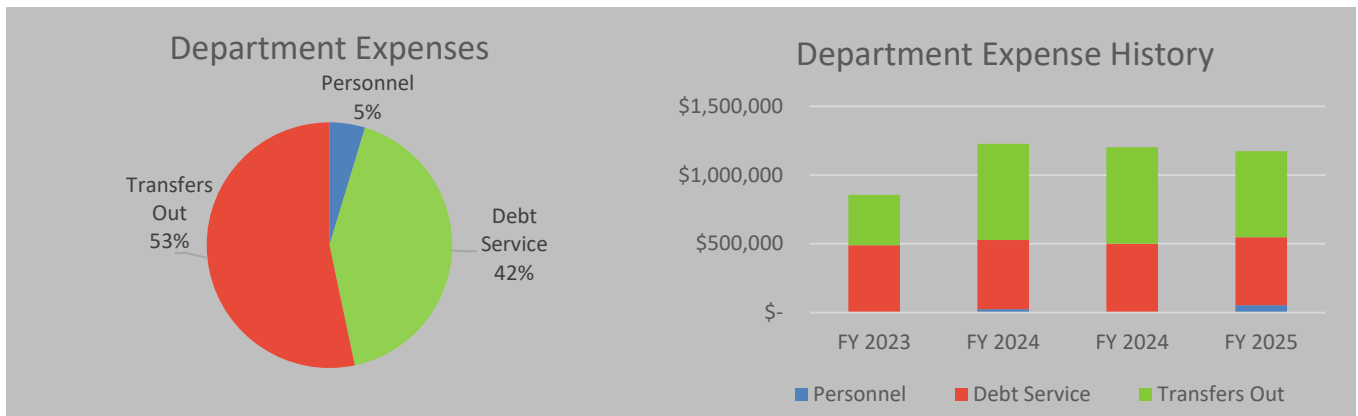
Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
20-5-76-5579	Bad Debt Expense	\$ 3,639	\$ 10,000	\$ 5,000	\$ 10,000
20-5-76-5580	Sewer Treatment--O&M	\$ 434,621	\$ 481,205	\$ 648,899	\$ 456,785
20-5-76-5581	Sewer Treatment-Fixed Costs	\$ 188,900	\$ 228,876	\$ 228,873	\$ 194,124
	Total Sewer Treatment	\$ 627,160	\$ 720,081	\$ 882,772	\$ 660,909
20-5-76-5705	Machinery & Equipment	\$ 328,720	\$ -	\$ -	\$ 48,900
20-5-76-5706	Vehicles	\$ -	\$ 51,000	\$ 51,000	\$ -
	Total Capital	\$ 328,720	\$ 51,000	\$ 51,000	\$ 48,900
20-5-76-5922	Transfer to Fund 22	\$ 53,253	\$ -	\$ -	\$ -
	Transfers	\$ 53,253	\$ -	\$ -	\$ -
	Total Public Works - Sewer	\$ 1,304,549	\$ 1,239,730	\$ 1,401,460	\$ 1,242,110
	Total Public Works	\$ 3,113,220	\$ 3,122,999	\$ 3,240,884	\$ 3,399,970

**Annual Budget
FY 2025**

**Water & Sewer Fund
Other Costs**

Expense Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ -	\$ 24,724	\$ -	\$ 55,000
Debt Service	\$ 490,737	\$ 502,588	\$ 501,414	\$ 492,906
Transfers Out	\$ 365,187	\$ 700,294	\$ 700,294	\$ 625,543
Total	\$ 855,924	\$ 1,227,606	\$ 1,201,708	\$ 1,173,449



**Annual Budget
FY 2025**

**Water & Sewer Fund
Other Costs**

Other Costs

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
20-5-90-5160	Pay Plan Costs	\$ -	\$ 24,724	\$ -	\$ 55,000
	Total Personnel	\$ -	\$ 24,724	\$ -	\$ 55,000
20-5-90-5601	Principal Payments	\$ 345,000	\$ 355,000	\$ 355,000	\$ 355,000
20-5-90-5611	Bond Interest Expense	\$ 144,412	\$ 145,088	\$ 145,088	\$ 135,906
20-5-90-5621	Fiscal Charges	\$ 623	\$ 1,500	\$ 624	\$ 1,000
20-5-90-5631	Arbitrage	\$ 702	\$ 1,000	\$ 702	\$ 1,000
	Total Debt Service	\$ 490,737	\$ 502,588	\$ 501,414	\$ 492,906
20-5-90-5910	Transfer to General Fund	\$ 270,187	\$ 305,290	\$ 305,290	\$ 388,063
20-5-90-5922	Transfer to Fund 22	\$ 95,000	\$ 395,004	\$ 395,004	\$ 237,480
	Total Transfers Out	\$ 365,187	\$ 700,294	\$ 700,294	\$ 625,543
	Total Other	\$ 855,924	\$ 1,227,606	\$ 1,201,708	\$ 1,173,449





DRAINAGE FUND

The Drainage Fund is an enterprise fund that is used to account for all costs related to the preservation and maintenance of the City's stormwater infrastructure. These activities are financed through a drainage fee charged to residents.

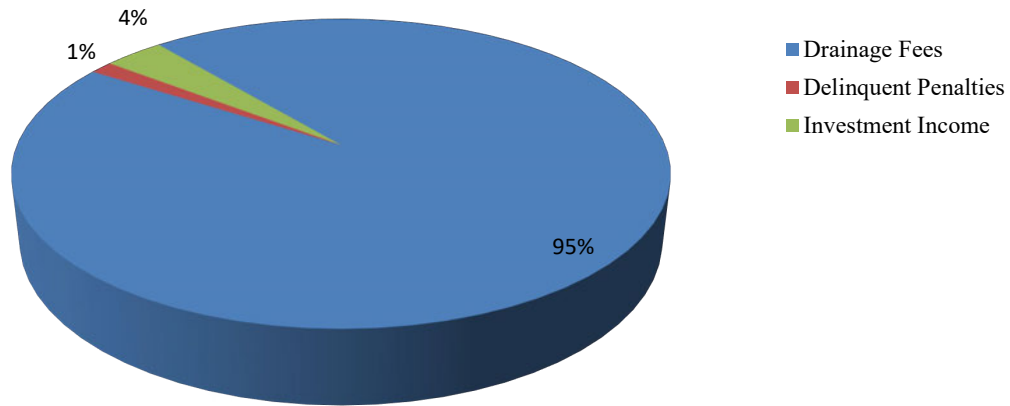


**Drainage Fund
Budget Summary
FY 2025**

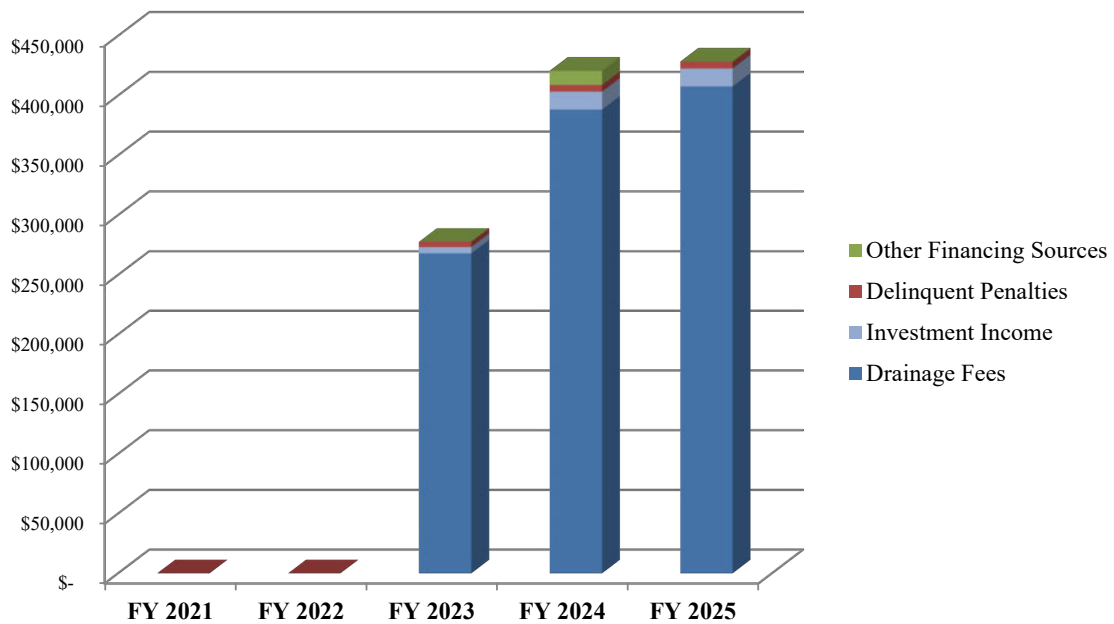
	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget	Percent of Budget	% Change from FY 2024 Budget
Revenues						
Storm Drainage Fees	\$ 267,824	\$ 408,287	\$ 388,429	\$ 407,851	95.17%	-0.11%
Delinquent Penalties	4,514	7,425	5,632	5,688	1.33%	-23.39%
Interest Income	5,311	1,000	15,011	15,000	3.50%	1400.00%
Other Financing Sources	-	-	11,800	-	0.00%	0.00%
Total Revenues	277,649	416,712	420,872	428,539	100.00%	2.84%
Operating Expenses						
Personnel	24,282	284,048	279,690	292,544	77.73%	2.99%
Supplies	713	7,317	5,500	7,510	2.00%	2.64%
Repairs & Maintenance	12,802	23,500	23,500	27,500	7.31%	17.02%
Professional Services	-	5,000	5,000	6,159	1.64%	23.18%
Services	737	5,565	3,494	26,018	6.91%	367.53%
Total Operating Expenses	38,534	325,430	317,184	359,731	95.59%	10.54%
Non-Operating Expenses						
Capital	-	-	-	-	0.00%	0.00%
Transfers	-	-	-	16,615	4.41%	0.00%
Total Non-Operating Expenses	-	-	-	16,615	4.41%	0.00%
Total Expenses	38,534	325,430	317,184	376,346	100.00%	15.65%
Net Change In Working Capital	\$ 239,115	\$ 91,282	\$ 103,688	52,193		
Projected Working Capital Balance, Beginning				342,803		
Projected Working Capital Balance, Ending				\$ 394,996		
Minimum Working Capital Balance				\$ 94,087		
Projected Working Capital in Excess of Minimum				\$ 300,909		

Drainage Fund

FY 2025 Budget - Revenues by Source

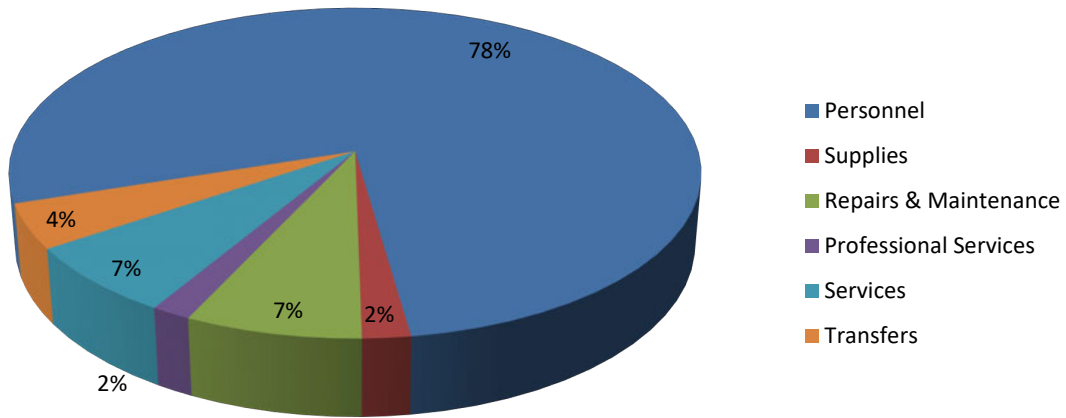


Last Five Years - Revenues by Source

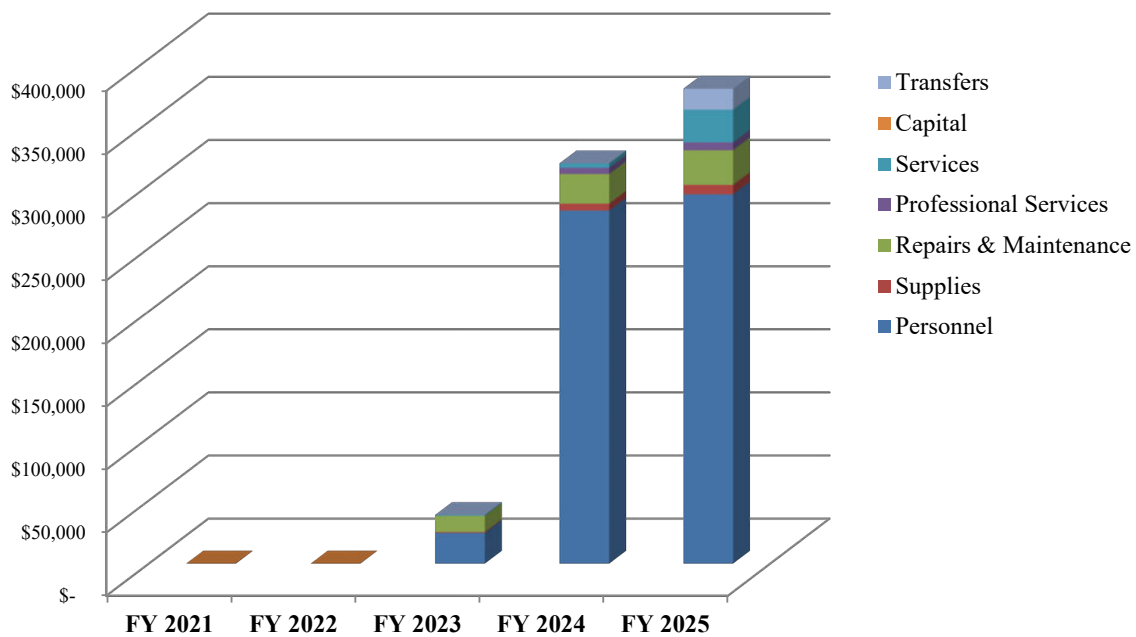


Drainage Fund

FY 2025 Budget - Expenses by Character



Last Five Years - Expenses by Character



**Annual Budget
FY 2025**

**Drainage Fund
Revenues**

Drainage Fund Revenues

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
80-4431	Storm Drainage Fees	\$ 267,824	\$ 408,287	\$ 388,429	\$ 407,851
80-4439	Delinquent Penalties	\$ 4,514	\$ 7,425	\$ 5,632	\$ 5,688
	Total Charges for Services	\$ 272,338	\$ 415,712	\$ 394,061	\$ 413,539
80-4611	Interest Earned	\$ 5,311	\$ 1,000	\$ 15,011	\$ 15,000
	Total Investment Income	\$ 5,311	\$ 1,000	\$ 15,011	\$ 15,000
80-4922	Insurance Proceeds	\$ -	\$ -	\$ 11,800	\$ -
	Total Investment Income	\$ -	\$ -	\$ 11,800	\$ -
	Total Drainage Revenues	\$ 277,649	\$ 416,712	\$ 420,872	\$ 428,539



Description

The Drainage Fund is an enterprise fund that will help with the costs related to bettering the City's storm drainage system. This fund is financed through a drainage fee that is present on the monthly utility bill for our residents and commercial entities. The drainage fund will provide for cost-effective and reliable drainage infrastructure that will convey storm water in a safe manner. This is vital to ensure our residents and commercial entities satisfaction of the community long-term. The drainage fund is also responsible for:

- Constructing and maintaining drainage infrastructure.
- Addressing a hierarchy of storm drainage priorities.
- Maintaining the storm water master plan.
- Sweeping the City to aid and protect water quality.

Accomplishments

- Implemented a schedule for drainage maintenance which includes regular mowing of ditches and Right-of-Ways, and jet cleaning of culverts, storm drains, and drain inlets to ensure optimal functionality and reduce the risk of flooding. (F12)
- Opened driveway culverts throughout the City to assist in flood mitigation for residents. (F12)
- Monitored and updated stormwater management program to remain in compliance with the TCEQ general permit. (F12)

Goals

- Pursue funding opportunities and grants to support infrastructure upgrades and sustainability projects.
- Continue conducting routine inspections and maintenance of stormwater drains, culverts, and retention ponds to ensure their proper functioning. (F3)
- Continue to create comprehensive flood mitigation plans to identify vulnerable areas and implement strategies to reduce flood risks. (F12)
- Reduce stormwater pollutants and improve curb appearance by sweeping all city streets. (F12, F13)
- Engage with the community to raise awareness about stormwater management and drainage issues, providing education and information to residents. (A11)

**Annual Budget
FY 2025**

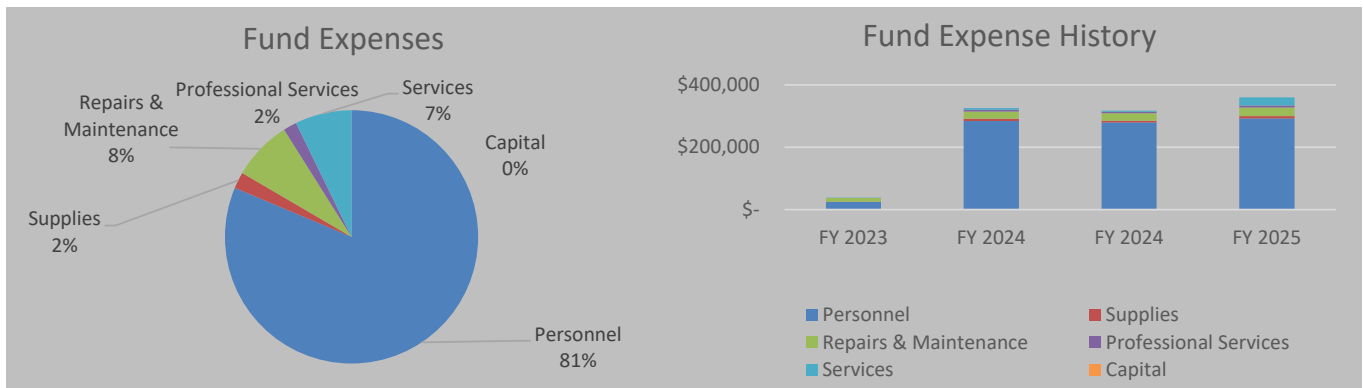
Drainage Fund

Expense Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 24,282	\$ 284,048	\$ 279,690	\$ 292,544
Supplies	\$ 713	\$ 7,317	\$ 5,500	\$ 7,510
Repairs & Maintenance	\$ 12,802	\$ 23,500	\$ 23,500	\$ 27,500
Professional Services	\$ -	\$ 5,000	\$ 5,000	\$ 6,159
Services	\$ 737	\$ 5,565	\$ 3,494	\$ 26,018
Capital	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ 16,615
Total	\$ 38,534	\$ 325,430	\$ 317,184	\$ 376,346

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
City Manager	-	0.10	0.10	0.10
Assistant City Manager/CFO	-	0.05	0.05	0.05
Public Works Director	-	0.15	0.15	0.15
Asst. Public Works Director	-	0.15	0.15	-
Streets Superintendent	-	-	-	0.30
Crew Leader	1.00	1.00	1.00	1.00
Drainage Worker	2.00	2.00	2.00	2.00
Total	3.00	3.45	3.45	3.60



**Annual Budget
FY 2025**

Drainage Fund

Drainage Fund

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
80-5-77-5101	Salaries-Administrative	\$ -	\$ 45,092	\$ 46,602	\$ 45,810
80-5-77-5103	Salaries-Supervisory	\$ -	\$ 14,104	\$ 12,594	\$ 26,603
80-5-77-5104	Salaries-Operations	\$ -	\$ 111,502	\$ 125,006	\$ 120,617
80-5-77-5109	Contract Labor	\$ 24,282	\$ 13,504	\$ -	\$ -
80-5-77-5110	Salaries-Overtime	\$ -	\$ 4,115	\$ 4,115	\$ 4,417
80-5-77-5112	Longevity	\$ -	\$ 105	\$ 53	\$ 91
80-5-77-5113	Certification/Education Pay	\$ -	\$ 1,427	\$ 803	\$ 1,525
80-5-77-5114	Allowances	\$ -	\$ 1,960	\$ 1,960	\$ 1,960
80-5-77-5120	FICA	\$ -	\$ 14,673	\$ 14,673	\$ 15,378
80-5-77-5124	WC Insurance	\$ -	\$ 6,771	\$ 6,771	\$ 7,155
80-5-77-5130	TMRS	\$ -	\$ 23,348	\$ 23,348	\$ 25,027
80-5-77-5150	Group Insurance	\$ -	\$ 43,766	\$ 43,766	\$ 37,461
80-5-77-5160	Pay Plan Costs	\$ -	\$ 3,681	\$ -	\$ 6,500
	Total Personnel	\$ 24,282	\$ 284,048	\$ 279,690	\$ 292,544
80-5-77-5201	Office Supplies	\$ -	\$ -	\$ -	\$ 50
80-5-77-5204	Clothing Supplies	\$ -	\$ 2,400	\$ 1,500	\$ 2,400
80-5-77-5207	Fuel	\$ 666	\$ 2,038	\$ 1,000	\$ 2,060
80-5-77-5210	Tools & Other Supplies	\$ 47	\$ 1,000	\$ 1,000	\$ 1,000
80-5-77-5213	Chemical Supplies	\$ -	\$ 500	\$ 500	\$ 500
80-5-77-5215	Small Equipment	\$ -	\$ 1,379	\$ 1,500	\$ 1,500
	Total Supplies	\$ 713	\$ 7,317	\$ 5,500	\$ 7,510
80-5-77-5321	Machinery & Equipment Maint.	\$ -	\$ 3,400	\$ 1,000	\$ 1,000
80-5-77-5322	Vehicle Maintenance	\$ 726	\$ 5,100	\$ 1,500	\$ 1,500
80-5-77-5330	Drainage Maintenance	\$ 12,076	\$ 15,000	\$ 21,000	\$ 25,000
	Total Repairs & Maintenance	\$ 12,802	\$ 23,500	\$ 23,500	\$ 27,500
80-5-77-5403	Accounting Services	\$ -	\$ -	\$ -	\$ 288
80-5-77-5406	Information Technology Services	\$ -	\$ -	\$ -	\$ 871
80-5-77-5408	Consulting Services	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
	Total Professional Services	\$ -	\$ 5,000	\$ 5,000	\$ 6,159

**Annual Budget
FY 2025**

Drainage Fund

Drainage Fund Continued

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
80-5-77-5502	Communication Services	\$ -	\$ 400	\$ -	\$ -
80-5-77-5505	Mowing Services	\$ -	\$ -	\$ -	\$ 20,000
80-5-77-5511	Insurance-General Liability	\$ -	\$ 258	\$ 258	\$ 262
80-5-77-5512	Insurance-E&O	\$ -	\$ 545	\$ 545	\$ 561
80-5-77-5515	Insurance-Auto	\$ -	\$ 1,991	\$ 1,991	\$ 2,665
80-5-77-5541	Training & Travel	\$ -	\$ 500	\$ -	\$ 780
80-5-77-5542	Dues/Memberships	\$ -	\$ 750	\$ -	\$ 750
80-5-77-5571	Waste Collection Services	\$ -	\$ 121	\$ -	\$ -
80-5-77-5579	Bad Debt Expense	\$ 737	\$ 1,000	\$ 700	\$ 1,000
	Total Services	\$ 737	\$ 5,565	\$ 3,494	\$ 26,018
80-5-77-5706	Vehicles	\$ -	\$ -	\$ -	\$ -
	Total Capital	\$ -	\$ -	\$ -	\$ -
80-5-77-5910	Transfer to General Fund	\$ -	\$ -	\$ -	\$ 16,615
	Total Transfers	\$ -	\$ -	\$ -	\$ 16,615
	Total Drainage Fund	\$ 38,534	\$ 325,430	\$ 317,184	\$ 376,346





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 June 30, 2026.

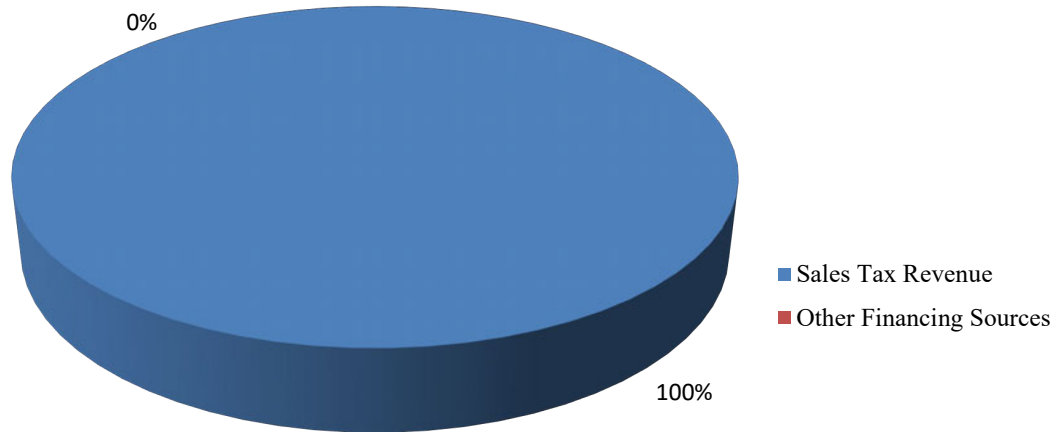


**Street Maintenance Fund
Budget Summary
FY 2025**

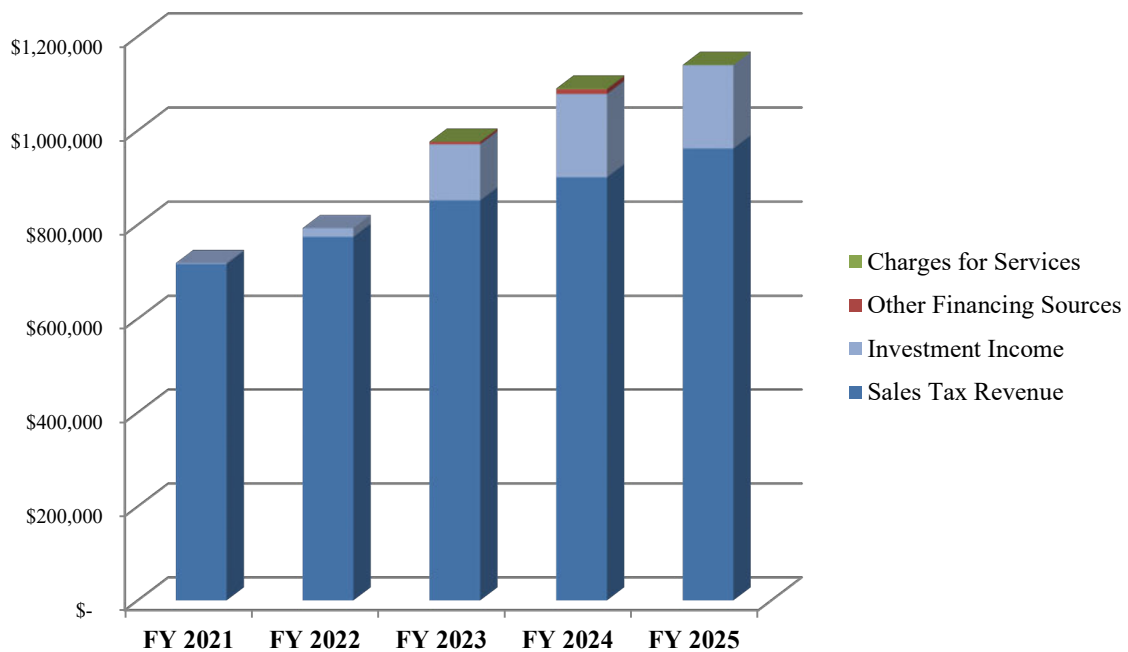
	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget	Percent of Budget	% Change from FY 2024 Budget
Revenues						
Sales Tax Revenue	\$ 851,762	\$ 902,650	\$ 900,884	\$ 962,300	84.44%	6.61%
Charges for Services	-	-	1,060	-	0.00%	0.00%
Investment Income	119,517	105,156	177,368	177,368	15.56%	68.67%
Other Financing Sources	5,100	-	10,183	-	0.00%	0.00%
Total Revenues	<u>976,379</u>	<u>1,007,806</u>	<u>1,089,495</u>	<u>1,139,668</u>	<u>100.00%</u>	<u>13.08%</u>
Operating Expenditures						
Personnel	334,974	466,074	459,833	503,563	31.30%	8.04%
Supplies	30,310	35,440	33,440	25,850	1.61%	-27.06%
Repairs & Maintenance	375,181	486,989	493,072	1,059,000	65.83%	117.46%
Professional Services	-	5,000	-	5,500	0.34%	10.00%
Services	9,488	14,303	9,953	14,760	0.92%	3.20%
Total Operating Expenditures	<u>749,953</u>	<u>1,007,806</u>	<u>996,298</u>	<u>1,608,673</u>	<u>100.00%</u>	<u>59.62%</u>
Total Expenditures	<u>749,953</u>	<u>1,007,806</u>	<u>996,298</u>	<u>1,608,673</u>	<u>100.00%</u>	<u>59.62%</u>
Net Change In Fund Balance	<u>\$ 226,426</u>	<u>\$ -</u>	<u>\$ 93,197</u>	(469,005)		
Projected Fund Balance, Beginning				3,667,997		
Projected Fund Balance, Ending				<u>\$ 3,198,992</u>		
Minimum Fund Balance				\$ 402,168		
Projected Fund Balance in Excess of Minimum				<u>\$ 2,796,824</u>		

Street Maintenance Fund

FY 2025 Budget - Revenues by Source

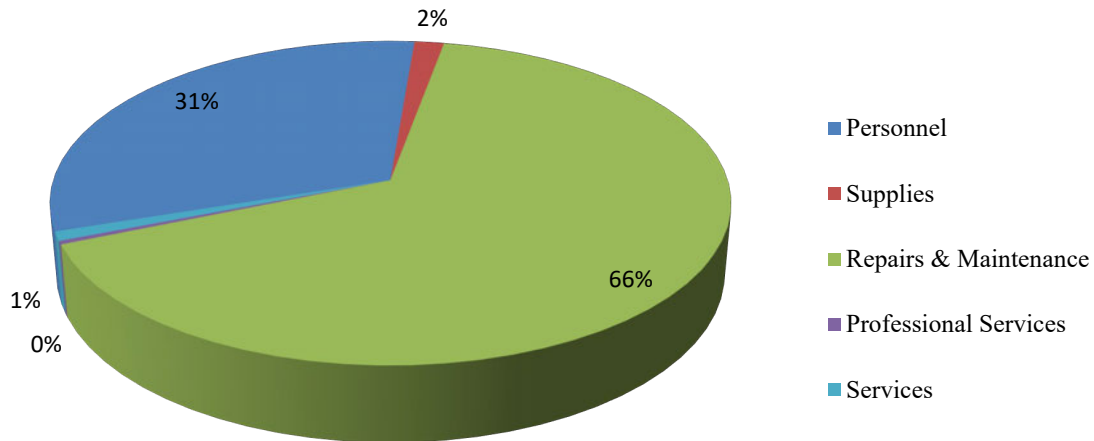


Last Five Years - Revenues by Source

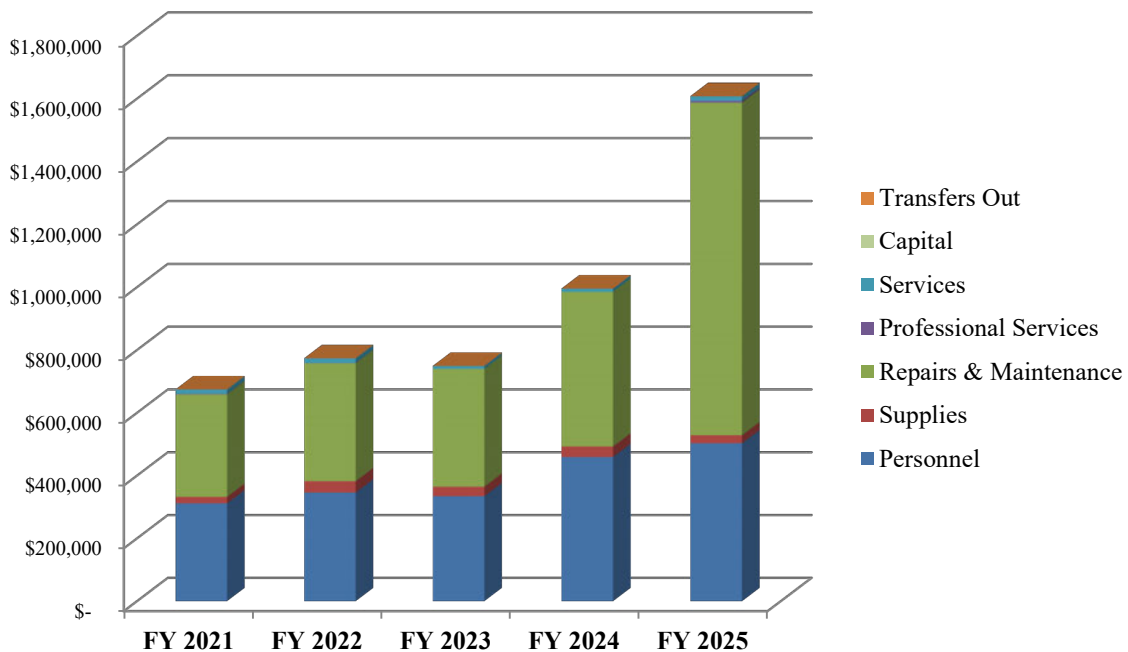


Street Maintenance Fund

FY 2025 Budget - Expenditures by Character



Last Five Years - Expenditures by Character



The City began a street micro surfacing program in FY 2021 to extend the useful life of the streets. All city streets have been rated and placed on a schedule for maintenance/repair.

Street Maintenance Fund Revenues

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
70-4121	Sales Tax Revenue	\$ 851,762	\$ 902,650	\$ 900,884	\$ 962,300
	Total Taxes	\$ 851,762	\$ 902,650	\$ 900,884	\$ 962,300
70-4443	Sign Sales	\$ -	\$ -	\$ 1,060	\$ -
	Total Charges for Services	\$ -	\$ -	\$ 1,060	\$ -
70-4611	Interest	\$ 119,517	\$ 105,156	\$ 177,368	\$ 177,368
	Total Investment Income	\$ 119,517	\$ 105,156	\$ 177,368	\$ 177,368
70-4922	Insurance Proceeds	\$ 5,100	\$ -	\$ 10,183	\$ -
	Total Other Financing Sources	\$ 5,100	\$ -	\$ 10,183	\$ -
	Total Revenues	\$ 976,379	\$ 1,007,806	\$ 1,089,495	\$ 1,139,668

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 2025 sales tax revenues were projected at the FY 2024 level plus a growth factor of 6.82% which is the five year average for the sales tax revenue stream. 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 2025 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 also:

- 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

- Continued year 4 of the City-wide crack sealing and micro-paving maintenance program to increase City streets durability and life expectancy. (F3, F13)
- Successfully conducted regular road maintenance activities, such as pothole repairs, resurfacing, and pavement markings, to ensure safe and smooth road conditions for motorists and pedestrians. (F13)
- Continued consistent mowing schedule for right of ways, alleys, and Dugger Field. (F13)
- Continued the project to replace street name signs within the City limits. (F13, F16)

Goals

- Continue City-wide crack sealing maintenance program to increase City streets durability and life expectancy. (F3, F13)
- Develop a plan to better maintain and improve all gravel roads in the City to ensure safer driving surfaces for citizens. (F3, F13)
- Continue to replace street name signs within the City limits. (F13, F16)

**Annual Budget
FY 2025**

Street Maintenance Fund

Expenditure Summary

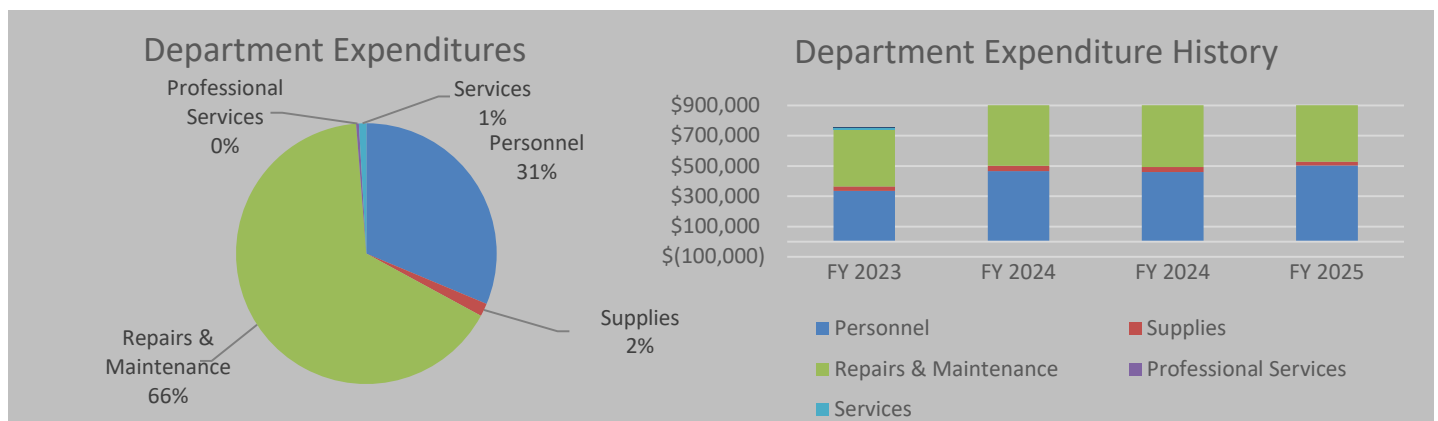
Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 334,974	\$ 466,074	\$ 459,833	\$ 503,563
Supplies	\$ 30,310	\$ 35,440	\$ 33,440	\$ 25,850
Repairs & Maintenance	\$ 375,181	\$ 486,989	\$ 493,072	\$ 1,059,000
Professional Services	\$ -	\$ 5,000	\$ -	\$ 5,500
Services	\$ 9,488	\$ 14,303	\$ 9,953	\$ 14,760
Total	\$ 749,953	\$ 1,007,806	\$ 996,298	\$ 1,608,673

Performance Measures

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Service Orders Completed	225	230	742	650
Utility Cuts Made/Repaired	152	160	100	100
Street Signs Erected/Replc.	60	200	123	150
Square Yardage of Crack Sealing	NC	NC	70,000	75,000

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
City Manager	0.10	0.10	0.10	0.10
Assistant City Manager/CFO	0.05	0.05	0.05	0.05
Public Works Director	0.20	0.20	0.20	0.20
Asst. Public Works Director	0.50	0.50	0.50	-
Streets Superintendent	-	-	-	0.60
Foreman	1.00	1.00	1.00	1.00
Crew Leader	2.00	2.00	2.00	2.00
Maintenance Worker	2.00	2.00	2.00	2.00
Total	5.85	5.85	5.85	5.95



Street Maintenance Fund

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
70-5-71-5101	Salaries-Administrative	\$ 49,438	\$ 47,887	\$ 52,919	\$ 51,357
70-5-71-5103	Salaries-Supervisory	\$ 81,981	\$ 97,169	\$ 92,137	\$ 106,221
70-5-71-5104	Salaries-Operations	\$ 103,395	\$ 151,014	\$ 151,014	\$ 167,479
70-5-71-5109	Contract Labor	\$ -	\$ 15,243	\$ 15,243	\$ -
70-5-71-5110	Overtime	\$ 7,891	\$ 7,417	\$ 7,417	\$ 8,211
70-5-71-5112	Longevity	\$ 1,062	\$ 1,048	\$ 777	\$ 1,020
70-5-71-5113	Certification/Education Pay	\$ 4,780	\$ 4,555	\$ 3,983	\$ 4,750
70-5-71-5114	Allowances	\$ 2,439	\$ 2,200	\$ 2,200	\$ 2,200
70-5-71-5120	FICA	\$ 18,681	\$ 24,981	\$ 24,981	\$ 26,105
70-5-71-5124	WC Insurance	\$ 6,555	\$ 12,487	\$ 12,487	\$ 13,150
70-5-71-5130	Retirement	\$ 25,881	\$ 39,754	\$ 39,754	\$ 42,484
70-5-71-5150	Group Insurance	\$ 32,871	\$ 56,921	\$ 56,921	\$ 63,086
70-5-71-5160	Pay Plan Costs	\$ -	\$ 5,398	\$ -	\$ 17,500
	Total Personnel	\$ 334,974	\$ 466,074	\$ 459,833	\$ 503,563
70-5-71-5201	Office Supplies	\$ 20	\$ -	\$ -	\$ 50
70-5-71-5204	Clothing Supplies	\$ 3,767	\$ 5,000	\$ 3,000	\$ 4,500
70-5-71-5205	Janitorial Supplies	\$ 32	\$ -	\$ -	\$ 200
70-5-71-5207	Fuel	\$ 15,245	\$ 25,440	\$ 25,440	\$ 16,100
70-5-71-5210	Tools & Other Supplies	\$ 10,307	\$ 2,000	\$ 2,000	\$ 2,000
70-5-71-5213	Chemical Supplies	\$ 389	\$ 500	\$ 500	\$ 500
70-5-71-5215	Small Equipment	\$ 550	\$ 2,000	\$ 2,000	\$ 2,000
70-5-71-5230	Employee Testing	\$ -	\$ 500	\$ 500	\$ 500
	Total Supplies	\$ 30,310	\$ 35,440	\$ 33,440	\$ 25,850
70-5-71-5304	Drainage Maintenace	\$ 5,189	\$ -	\$ -	\$ -
70-5-71-5307	Sign Maintenance	\$ 7,372	\$ 23,989	\$ 23,989	\$ 25,000
70-5-71-5308	Street Maintenance	\$ 349,131	\$ 440,000	\$ 440,000	\$ 1,000,000
70-5-71-5309	Lighting Maintenance	\$ 110	\$ -	\$ 6,083	\$ 10,000
70-5-71-5321	Machinery & Equipment Maintenance	\$ 8,237	\$ 11,500	\$ 11,500	\$ 12,000
70-5-71-5322	Vehicle Maintenance	\$ 5,142	\$ 11,500	\$ 11,500	\$ 12,000
	Total Repairs & Maintenance	\$ 375,181	\$ 486,989	\$ 493,072	\$ 1,059,000
70-5-71-5402	Engineering Services	\$ -	\$ 5,000	\$ -	\$ 5,000
70-5-71-5406	Information Technology Services	\$ -	\$ -	\$ -	\$ 500
	Total Professional Services	\$ -	\$ 5,000	\$ -	\$ 5,500
70-5-71-5507	Radio Services	\$ 300	\$ 300	\$ 300	\$ 300
70-5-71-5511	Insurance-General Liability	\$ 268	\$ 437	\$ 437	\$ 443
70-5-71-5512	Insurance-Errors & Ommissions	\$ 614	\$ 924	\$ 924	\$ 952
70-5-71-5515	Insurance-Auto	\$ 5,587	\$ 5,199	\$ 5,199	\$ 5,731
70-5-71-5516	Insurance-Rolling Stock	\$ 2,153	\$ 3,443	\$ 3,093	\$ 3,093
70-5-71-5517	Insurance-Property	\$ -	\$ -	\$ -	\$ 241
70-5-71-5531	Equipment Rental	\$ 566	\$ 3,000	\$ -	\$ 3,000
70-5-71-5541	Training & Travel	\$ -	\$ 1,000	\$ -	\$ 1,000
	Total Services	\$ 9,488	\$ 14,303	\$ 9,953	\$ 14,760
	Total Expenditures	\$263 749,953	\$ 1,007,806	\$ 996,298	\$ 1,608,673



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.



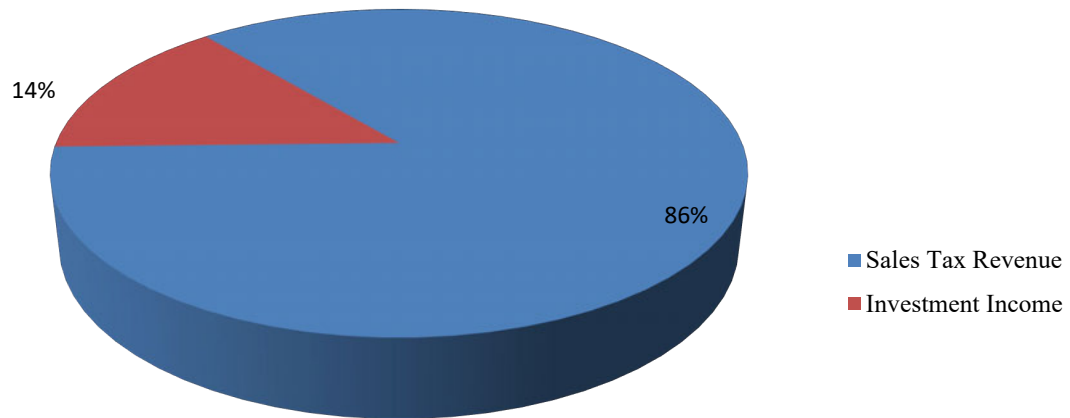
**Economic Development Fund
Budget Summary
FY 2025**

	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget	Percent of Budget	% Change from FY 2024 Budget
Revenues						
Sales Tax Revenue	\$ 851,762	\$ 902,650	\$ 900,884	\$ 962,300	85.74%	6.61%
Investment Income	122,875	107,100	153,830	159,984	14.26%	49.38%
Other Financing Sources	-	-	586,000	-	0.00%	0.00%
Total Revenues	<u>974,637</u>	<u>1,009,750</u>	<u>1,640,714</u>	<u>1,122,284</u>	<u>100.00%</u>	<u>11.14%</u>
Operating Expenditures						
Personnel	74,758	106,224	100,027	118,765	4.48%	11.81%
Supplies	474	5,500	-	5,500	0.21%	0.00%
Professional Services	9,142	75,481	52,173	141,673	5.35%	87.69%
Services	10,260	36,205	29,414	57,293	2.16%	58.25%
Total Operating Expenditures	<u>94,634</u>	<u>223,410</u>	<u>181,614</u>	<u>323,231</u>	<u>12.21%</u>	<u>44.68%</u>
Non-Operating Expenditures						
Project Funding	10,000	100,000	20,000	100,000	3.78%	0.00%
Capital	-	-	18,827	-	0.00%	0.00%
Transfers Out	1,325,000	1,400,000	1,400,000	2,225,000	84.02%	58.93%
Total Non-Operating Expenditures	<u>1,335,000</u>	<u>1,500,000</u>	<u>1,438,827</u>	<u>2,325,000</u>	<u>87.79%</u>	<u>55.00%</u>
Total Expenditures	<u>1,429,634</u>	<u>1,723,410</u>	<u>1,620,441</u>	<u>2,648,231</u>	<u>100.00%</u>	<u>53.66%</u>
Net Change In Fund Balance	<u>(454,997)</u>	<u>(713,660)</u>	<u>20,274</u>	<u>(1,525,947)</u>		
Projected Fund Balance, Beginning				<u>2,793,844</u>		
Projected Fund Balance, Ending				<u>\$ 1,267,897</u>		
				392.26%		
Minimum Fund Balance				<u>\$ 80,808</u>		
Projected Fund Balance in Excess of Minimum				<u>\$ 1,187,089</u>		

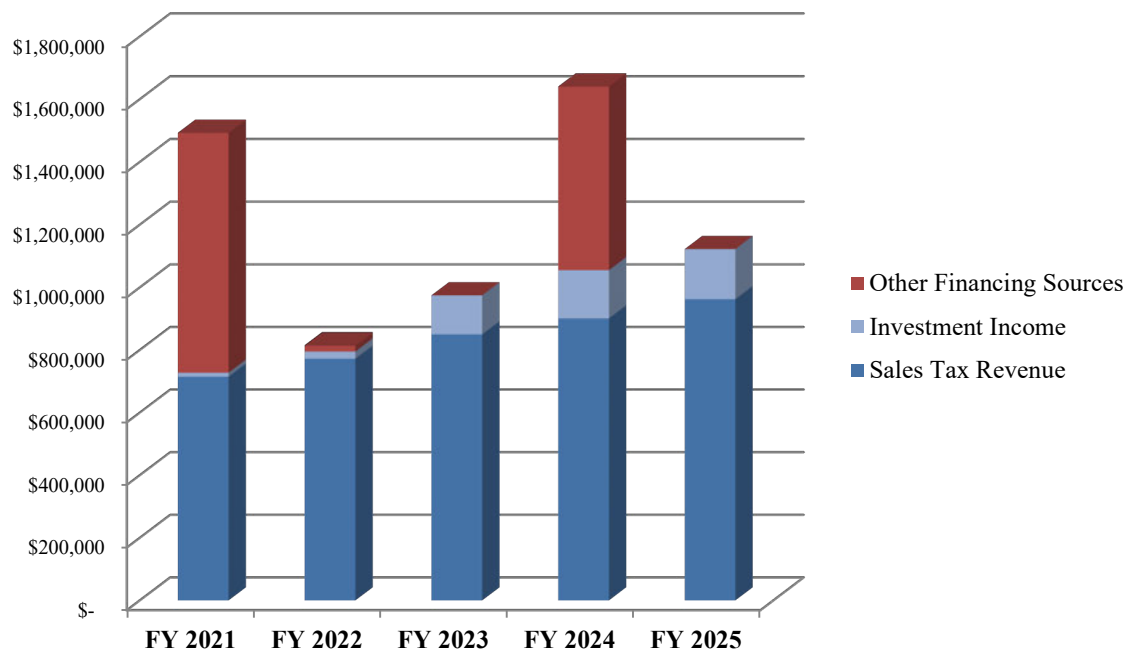
Decrease in fund balance is planned, and results from the use of fund balance for, streets, water and sewer infrastructure projects.

Economic Development Fund

FY 2025 Budget - Revenues by Source

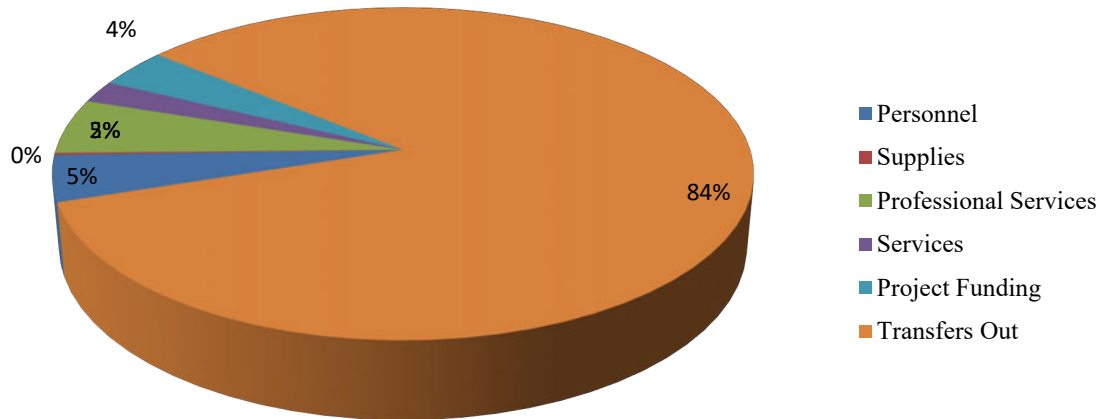


Last Five Years - Revenues by Source

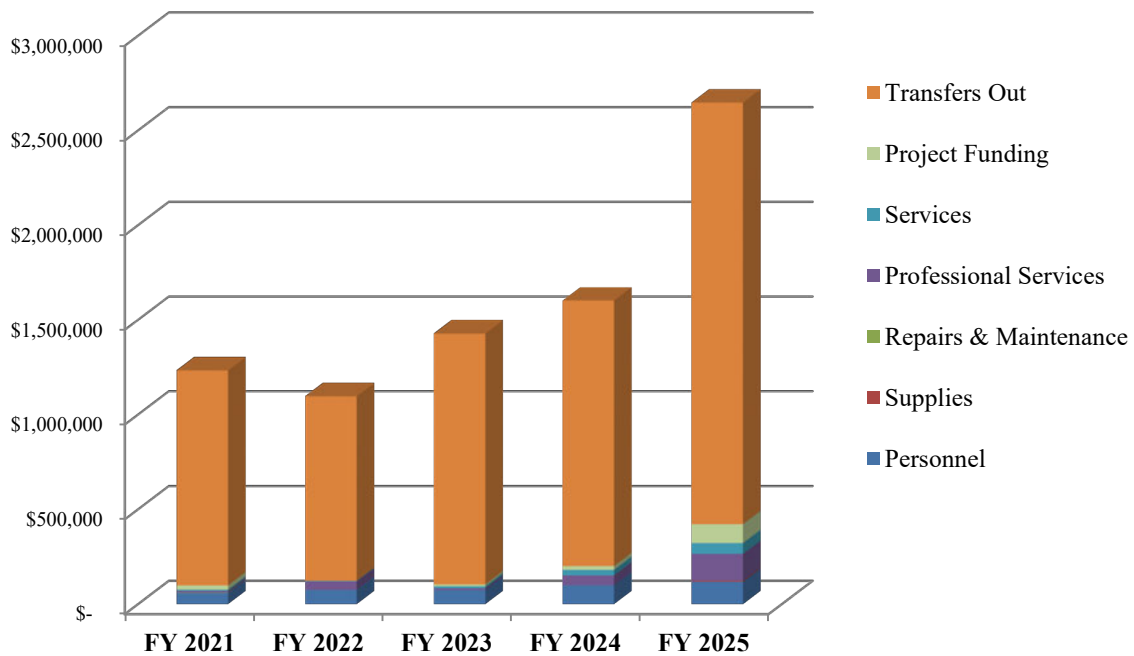


Economic Development Fund

FY 2025 Budget - Expenditures by Character



Last Five Years - Expenditures by Character



Economic Development Fund Revenues

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
35-4121	Sales Tax Revenue	\$ 851,762	\$ 902,650	\$ 900,884	\$ 962,300
	Total Tax	\$ 851,762	\$ 902,650	\$ 900,884	\$ 962,300
35-4611	Interest	\$ 122,875	\$ 107,100	\$ 153,830	\$ 159,984
	Total Investment Income	\$ 122,875	\$ 107,100	\$ 153,830	\$ 159,984
35-4921	Sale of Assets	\$ -	\$ -	\$ 586,000	\$ -
	Total Other Financing Sources	\$ -	\$ -	\$ 586,000	\$ -
	Total Revenues	\$ 974,637	\$ 1,009,750	\$ 1,640,714	\$ 1,122,284

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 2025 sales tax revenues were projected at the FY 2024 level plus a growth factor of 6.82% which is the five year average for the sales tax revenue stream. 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 2025 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

- Continued to oversee the process for potential development of Dugger Field to include a recreational facility complex for the enjoyment of many generations to come. (D8)
- Oversaw the establishment of numerous businesses including Cajun Crabs & Shrimp, Charley's Philly Cheesesteak, Caliber Collision, 7 Brew Coffee, and White-Water Express Car Wash, which contribute to the City's economic growth. (C2, C6, D2)
- Awarded Bellmart Food & Fuel the Façade Improvement Grant, and oversaw the completion of the storefront renovation along Bellmead Drive as a part of the downtown revitalization program. (D2)
- Began meeting with Texas Department of Transportation (TxDOT) to explore potential improvements on Loop 340 from I-35 to Bellmead Drive, and also the potential relocation of their facility to free up valuable property for commercial real estate development. (D2)
- Assisted in various community events, including the fourth annual Bellmead Family Dog Day and the third annual Bellmead Burgers and Brews Festival to promote community cohesiveness and tourism. (A11, C2)
- Ensured that economic development benefits all members of the community, including marginalized groups, by promoting equitable opportunities, such as grants, and access to resources. (D2, D8)

Goals

- Continue to oversee the plans for development of Dugger Field and Bellmead Drive to cultivate an attractive environment for businesses. (D8)
- Continue efforts on social media to rebrand City with positive publicity by highlighting community participation and utilizing focused advertising. (A6, A11)
- Establish guidelines and standard procedures for organizing and executing future community events.
- Implement strategies to attract and retain skilled workers, including young professionals, to support a thriving workforce. (D4)
- Continue to support Capital Projects that promote economic development.

(Strategic Plan Goal #)

**Annual Budget
FY 2025**

Economic Development

Expenditure Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 74,758	\$ 106,224	\$ 100,027	\$ 118,765
Supplies	\$ 474	\$ 5,500	\$ -	\$ 5,500
Professional Services	\$ 9,142	\$ 75,481	\$ 52,173	\$ 141,673
Services	\$ 10,260	\$ 36,205	\$ 29,414	\$ 57,293
Project Funding	\$ 10,000	\$ 100,000	\$ 20,000	\$ 100,000
Capital	\$ -	\$ -	\$ 18,827	\$ -
Transfers Out	\$ 1,325,000	\$ 1,400,000	\$ 1,400,000	\$ 2,225,000
Total	\$ 1,429,634	\$ 1,723,410	\$ 1,620,441	\$ 2,648,231

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
City Manager	0.15	0.15	0.15	0.15
ACM/Chief Financial Officer	0.10	0.10	0.10	0.10
Director of Community Dev	0.20	0.20	0.20	0.20
City Secretary	0.10	0.10	0.10	0.10
Total	0.55	0.55	0.55	0.55

Economic Development - Operations

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
35-5-80-5101	Salaries-Administrative	\$ 48,234	\$ 64,249	\$ 64,249	\$ 74,679
35-5-80-5102	Salaries-Professional	\$ 7,511	\$ 8,365	\$ 8,365	\$ 8,834
35-5-80-5112	Longevity	\$ 70	\$ 91	\$ 91	\$ 112
35-5-80-5113	Certification/Education Pay	\$ 770	\$ 1,238	\$ 874	\$ 1,321
35-5-80-5114	Allowances	\$ 2,456	\$ 2,895	\$ 2,895	\$ 2,895
35-5-80-5120	FICA	\$ 4,013	\$ 5,878	\$ 5,878	\$ 6,720
35-5-80-5124	WC Insurance	\$ 129	\$ 181	\$ 181	\$ 207
35-5-80-5130	TMRs	\$ 6,230	\$ 9,353	\$ 9,353	\$ 10,936
35-5-80-5150	Group Insurance	\$ 5,346	\$ 8,141	\$ 8,141	\$ 8,061
35-5-80-5160	Pay Plan Costs	\$ -	\$ 5,833	\$ -	\$ 5,000
	Total Personnel	\$ 74,758	\$ 106,224	\$ 100,027	\$ 118,765
35-5-80-5203	Postage	\$ -	\$ -	\$ -	\$ -
35-5-80-5231	Meeting Supplies	\$ 474	\$ 500	\$ -	\$ 500
35-5-80-5250	Beautification Awards	\$ -	\$ 5,000	\$ -	\$ 5,000
	Total Supplies	\$ 474	\$ 5,500	\$ -	\$ 5,500
35-5-80-5402	Engineering Services	\$ -	\$ -	\$ -	\$ 40,000
35-5-80-5403	Accounting Services	\$ 1,625	\$ 2,308	\$ 2,000	\$ 3,024
35-5-80-5404	Legal Services	\$ 4,729	\$ 33,000	\$ 10,000	\$ 20,000
35-5-80-5406	Information Tech Services	\$ 2,788	\$ 5,173	\$ 5,173	\$ 3,649
35-5-80-5407	Environmental Services	\$ -	\$ -	\$ -	\$ 50,000
35-5-80-5408	Consulting Services	\$ -	\$ 35,000	\$ 35,000	\$ 25,000
	Total Professional Services	\$ 9,142	\$ 75,481	\$ 52,173	\$ 141,673
35-5-80-5505	Mowing Services	\$ 3,350	\$ 10,000	\$ 10,000	\$ 10,000
35-5-80-5511	Insurance-General Liability	\$ 25	\$ 41	\$ 41	\$ 42
35-5-80-5512	Insurance-Errors & Omissions	\$ 58	\$ 87	\$ 87	\$ 90
35-5-80-5517	Insurance-Property	\$ 230	\$ 289	\$ 286	\$ 320
35-5-80-5521	Advertising/Marketing	\$ 6,597	\$ 16,788	\$ 10,000	\$ 37,841
35-5-80-5541	Training & Travel	\$ -	\$ 5,000	\$ 5,000	\$ 5,000
35-5-80-5542	Dues/Memberships	\$ -	\$ 4,000	\$ 4,000	\$ 4,000
	Total Services	\$ 10,260	\$ 36,205	\$ 29,414	\$ 57,293
35-5-80-5572	Facade Grants	\$ 10,000	\$ 100,000	\$ 20,000	\$ 100,000
	Total Project Funding	\$ 10,000	\$ 100,000	\$ 20,000	\$ 100,000
35-5-80-5701	Land	\$ -	\$ -	\$ 18,827	\$ -
	Total Capital	\$ -	\$ -	\$ 18,827	\$ -
35-5-80-5915	Transfer to Community Improvement	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
35-5-80-5922	Transfer to Fund 22	\$ 675,000	\$ 500,000	\$ 500,000	\$ -
35-5-80-5962	Transfer to Fund 62	\$ -	\$ -	\$ -	\$ 75,000
35-5-80-5965	Transfer to Fund 65	\$ 500,000	\$ 750,000	\$ 750,000	\$ -
35-580-5971	Transfer to Fund 71	\$ -	\$ -	\$ -	\$ 2,000,000
	Total Transfers Out	\$ 1,325,000	\$ 1,400,000	\$ 1,400,000	\$ 2,225,000
	Total - Operations	\$ 1,429,634	\$ 1,723,410	\$ 1,620,441	\$ 2,648,231



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.

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.

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 2025

	FY 2023	FY 2024	FY 2024	FY 2025
	Actuals	Budget	Estimated	Budget
Revenues				
Child Safety Fund	16,255	15,800	17,712	17,600
Community Improvement Fund	183,885	180,000	208,410	208,400
Court Security Fund	7,934	7,000	9,330	9,300
Hotel/Motel Fund	831,192	868,809	868,192	911,344
Total Revenues	1,039,266	1,071,609	1,103,644	1,146,644
Operating Expenditures				
Child Safety Fund	8,286	21,825	21,825	24,935
Community Improvement Fund	16,378	287,200	71,500	270,965
Court Security Fund	16,627	33,250	7,944	28,800
Hotel/Motel Fund	366,000	575,936	545,201	808,299
Total Operating Expenditures	407,291	918,211	646,470	1,132,999
Total Expenditures	407,291	918,211	646,470	1,132,999
Non-Operating Expenditures				
Capital	-	11,000	12,000	-
Transfers	-	115,000	115,000	-
Total Non-Operating Expenditures	-	126,000	127,000	-
Total Expenditures	407,291	1,044,211	773,470	1,132,999
Net Change in Fund Balance	\$ 631,975	\$ 27,398	\$ 330,174	13,645
Fund Balance, Beginning				4,373,265
Fund Balance, Ending				\$ 4,386,910

Revenues

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
12-4372	McLennan County Child Safety Fees	\$ 12,971	\$ 13,000	\$ 13,147	\$ 13,100
	Total Intergovernmental	\$ 12,971	\$ 13,000	\$ 13,147	\$ 13,100
12-4511	Fines & Fees	\$ 1,543	\$ 1,300	\$ 1,865	\$ 1,800
	Total Fines & Forfeitures	\$ 1,543	\$ 1,300	\$ 1,865	\$ 1,800
12-4611	Interest Earned	\$ 1,741	\$ 1,500	\$ 2,700	\$ 2,700
	Total Investment Income	\$ 1,741	\$ 1,500	\$ 2,700	\$ 2,700
	Total Revenues	\$ 16,255	\$ 15,800	\$ 17,712	\$ 17,600

Expenditures

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
12-5-51-5109	Salaries-Part Time	\$ 7,688	\$ 20,229	\$ 20,229	\$ 21,722
12-5-51-5120	FICA	\$ 588	\$ 1,548	\$ 1,548	\$ 1,662
12-5-51-5124	WC Insurance	\$ 10	\$ 48	\$ 48	\$ 51
12-5-51-5160	Pay Plan Costs	\$ -	\$ -	\$ -	\$ 1,500
	Total Personnel	\$ 8,286	\$ 21,825	\$ 21,825	\$ 24,935
	Total Expenditures	\$ 8,286	\$ 21,825	\$ 21,825	\$ 24,935
	Change in Fund Balance	\$ 7,970	\$ (6,025)	\$ (4,113)	\$ (7,335)

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Communications Operator	0.5	0.5	1.0	1.0
Total	0.5	0.5	1.0	1.0

Revenues

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
15-4422	Code Enforcement Liens	\$ -	\$ -	\$ -	\$ -
	Total Charges for Service	\$ -	\$ -	\$ -	\$ -
15-4611	Interest Earned	\$ 33,885	\$ 30,000	\$ 58,410	\$ 58,400
	Total Investment Income	\$ 33,885	\$ 30,000	\$ 58,410	\$ 58,400
15-4935	Transfer from Fund 35	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
	Total Other Financing Sources	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
	Total Revenues	\$ 183,885	\$ 180,000	\$ 208,410	\$ 208,400

Expenditures

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
15-5-80-5110	Salaries-Overtime	\$ 599	\$ -	\$ -	\$ -
15-5-80-5120	FICA	\$ 45	\$ -	\$ -	\$ -
15-5-80-5130	TMRS	\$ 68	\$ -	\$ -	\$ -
15-5-80-5150	Group Insurance	\$ 9	\$ -	\$ -	\$ -
	Total Personnel	\$ 720	\$ -	\$ -	\$ -
15-5-80-5303	Beautification	\$ 4,000	\$ 25,000	\$ -	\$ 25,000
	Total Repairs & Maintenance	\$ 4,000	\$ 25,000	\$ -	\$ 25,000
15-5-80-5402	Engineering Services	\$ -	\$ 14,000	\$ 14,000	\$ -
15-5-80-5404	Legal Services	\$ 6,852	\$ 9,600	\$ 500	\$ 10,000
15-5-80-5406	Information Technology Services	\$ -	\$ -	\$ -	\$ -
15-5-80-5408	Consulting Services	\$ -	\$ 5,600	\$ -	\$ -
15-5-80-5409	Ballpark Remediation Services	\$ -	\$ -	\$ -	\$ 93,965
	Total Professional Services	\$ 6,852	\$ 29,200	\$ 14,500	\$ 103,965
15-5-80-5570	Demolition	\$ -	\$ 186,000	\$ 50,000	\$ 100,000
15-5-80-5571	Waste Collection	\$ 580	\$ 5,000	\$ 1,500	\$ 5,000
15-5-80-5572	Waste Collection Events	\$ 4,226	\$ 42,000	\$ 5,500	\$ 37,000
	Total Services	\$ 4,806	\$ 233,000	\$ 57,000	\$ 142,000
15-5-80-5919	Transfer to Fund 19	\$ -	\$ 75,000	\$ 75,000	\$ -
15-5-80-5922	Transfer to Fund 22	\$ -	\$ -	\$ -	\$ -
15-5-80-5962	Transfer to Fund 62	\$ -	\$ 40,000	\$ 40,000	\$ -
	Total Transfers	\$ -	\$ 115,000	\$ 115,000	\$ -
	Total Expenditures	\$ 16,378	\$ 402,200	\$ 186,500	\$ 270,965
	Change in Fund Balance	\$ 167,507	\$ (222,200)	\$ 21,910	\$ (62,565)

**Annual Budget
FY 2025**

Court Security Fund

Revenues

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
27-4511	Fines & Fees	\$ 6,775	\$ 6,000	\$ 8,000	\$ 8,000
	Total Tax	\$ 6,775	\$ 6,000	\$ 8,000	\$ 8,000
27-4611	Interest Earnings	\$ 1,159	\$ 1,000	\$ 1,330	\$ 1,300
	Total Investment Income	\$ 1,159	\$ 1,000	\$ 1,330	\$ 1,300
	Total Revenues	\$ 7,934	\$ 7,000	\$ 9,330	\$ 9,300

Expenditures

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
27-5-40-5104	Salaries-Operations	\$ 1,118	\$ 1,000	\$ 1,500	\$ 1,500
27-5-40-5120	FICA	\$ 84	\$ 100	\$ 100	\$ 100
27-5-40-5130	TMRS	\$ 120	\$ 100	\$ 150	\$ 150
27-5-40-5150	Group Insurance	\$ 9	\$ 50	\$ 50	\$ 50
	Total Personnel	\$ 1,331	\$ 1,250	\$ 1,800	\$ 1,800
27-5-40-5201	Office Supplies	\$ 50	\$ -	\$ -	\$ -
	Total Supplies	\$ 50	\$ -	\$ -	\$ -
27-5-40-5301	Building Maintenance	\$ 15,247	\$ 30,000	\$ 6,144	\$ 25,000
	Total Repairs & Maintenance	\$ 15,247	\$ 30,000	\$ 6,144	\$ 25,000
27-5-40-5541	Training & Travel	\$ -	\$ 2,000	\$ -	\$ 2,000
	Total Services	\$ -	\$ 2,000	\$ -	\$ 2,000
	Total Expenditures	\$ 16,627	\$ 33,250	\$ 7,944	\$ 28,800
	Change in Fund Balance	\$ (8,693)	\$ (26,250)	\$ 1,386	\$ (19,500)



**Hotel/Motel Fund
Budget Summary
FY 2025**

	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget	Percent of Budget	% Change from FY 2024 Budget
Revenues						
Occupancy Taxes	\$ 644,165	\$ 681,000	\$ 626,281	\$ 653,084	71.66%	-4.10%
Investment Income	180,934	187,809	240,911	258,260	28.34%	37.51%
Miscellaneous Income	6,093	-	1,000	-	0.00%	0.00%
Total Revenues	<u>831,192</u>	<u>868,809</u>	<u>868,192</u>	<u>911,344</u>	<u>100.00%</u>	<u>4.90%</u>
Operating Expenditures						
Personnel	264,242	368,038	360,694	357,290	44.20%	-2.92%
Supplies	9,385	17,180	14,418	15,830	1.96%	-7.86%
Repairs & Maintenance	6,282	77,300	65,049	260,200	32.19%	236.61%
Professional Services	42,170	68,698	59,408	123,867	15.32%	80.31%
Services	43,922	44,720	45,632	51,112	6.32%	14.29%
Total Operating Expenditures	<u>366,000</u>	<u>575,936</u>	<u>545,201</u>	<u>808,299</u>	<u>99.99%</u>	<u>40.35%</u>
Non-Operating Expenditures						
Capital Outlay	-	11,000	12,000	-	0.00%	-100.00%
Total Non-Operating Expenditures	<u>-</u>	<u>11,000</u>	<u>12,000</u>	<u>-</u>	<u>0.00%</u>	<u>-100.00%</u>
Total Expenditures	<u>366,000</u>	<u>586,936</u>	<u>557,201</u>	<u>808,299</u>	<u>99.99%</u>	<u>37.72%</u>
Net Change In Fund Balance	<u>\$ 465,192</u>	<u>\$ 281,873</u>	<u>\$ 310,991</u>	103,045		
Projected Fund Balance, Beginning				3,172,621		
Projected Fund Balance, Ending				<u>\$ 3,275,666</u>		
Minimum Fund Balance				\$ 202,075		
Projected Fund Balance in Excess of Minimum				<u>\$ 3,073,592</u>		

Increase in fund balance is planned due to anticipated increases in rental and taxes.

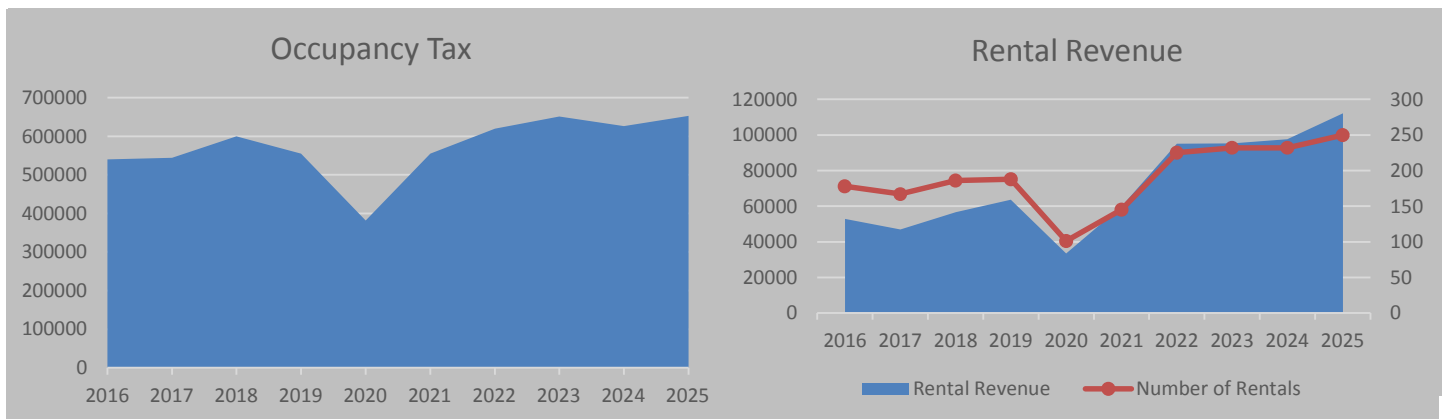
Hotel/Motel Fund Revenues

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
40-4133	Occupancy Tax	\$ 644,165	\$ 681,000	\$ 626,281	\$ 653,084
	Total Taxes	\$ 644,165	\$ 681,000	\$ 626,281	\$ 653,084
40-4611	Interest Earned	\$ 91,094	\$ 78,209	\$ 143,183	\$ 146,047
40-4621	Civic Center Rentals	\$ 89,840	\$ 109,600	\$ 97,728	\$ 112,213
40-4641	Contributions	\$ -	\$ -	\$ -	\$ -
	Total Investment Income	\$ 180,934	\$ 187,809	\$ 240,911	\$ 258,260
40-4922	Insurance Proceeds	\$ 6,093	\$ -	\$ 1,000	\$ -
	Other Financing Sources	\$ 6,093	\$ -	\$ 1,000	\$ -
	Total Revenues	\$ 831,192	\$ 868,809	\$ 868,192	\$ 911,344

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 and civic center rentals dropped off dramatically in April 2020. As you can see from the graphs below, both revenue streams have rebounded and are now exceeding pre-pandemic levels.

In prior years, numerous discounts were provided outside of the approved fee schedule. This has been corrected which is reflected in the Rental Revenue graphic below. It was also discovered in 2019 that the Bellmead Senior Center was being operated by a third party and all funds were being retained by that organization. In October 2019, the senior center was repurposed into a parks maintenance building and all rentals were forwarded to the civic center.



Description

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

- Provides support services to Hotel/Motel owners.
- Creates and maintain relationships with local businesses and organizations within the City.
- Maintains and operates the Civic Center.
- Advertises rental opportunities available at the Civic Center.
- Oversees community outreach.
- Monitors and posts on City's social media accounts.

Accomplishments

- Implemented online reservations and payments to enhance the ability to better serve customers and raise customer satisfaction. (A11, C8)
- Began historical preservation by installing framed historical photos within the Civic Center to protect the physical evidence of the past and allow for a deeper sense of connection to the community. (C2)
- Planned and hosted the third annual Burgers and Brews Festival for the public in an effort to generate positive publicity for the City. (A11, C7, C8)
- Applied a fresh coat of paint to the Civic Center entryway and continued to maintain the infrastructure to provide a safe and pleasant environment for visitors. (C2)
- Replaced the floor scrubber in the Civic Center for improved functionality. (C8)

Goals

- Provide training and professional development opportunities for civic center staff to enhance their skills and deliver high-quality services. (A12, D4, E1)
- Improve the appearance and safety of the Civic Center by installing exterior LED lighting and security cameras. (C2, E1)
- Continue to recruit and host reputable events and conventions at the Civic Center to enhance economic sustainability. (C7, D10)
- Continue historical preservation by maintaining historical images and sharing stories on the City website. (C8)
- Develop long term plan for Civic Center complex and Lions Park for future community events.
- Develop a strategic plan to ensure the civic center's sustainability, financial viability, and ongoing relevance to the community. (D10)
- Conduct regular surveys and gather feedback from customers to assess satisfaction levels and identify areas for improvement. (C8)

(Strategic Plan Goal #)

**Annual Budget
FY 2025**

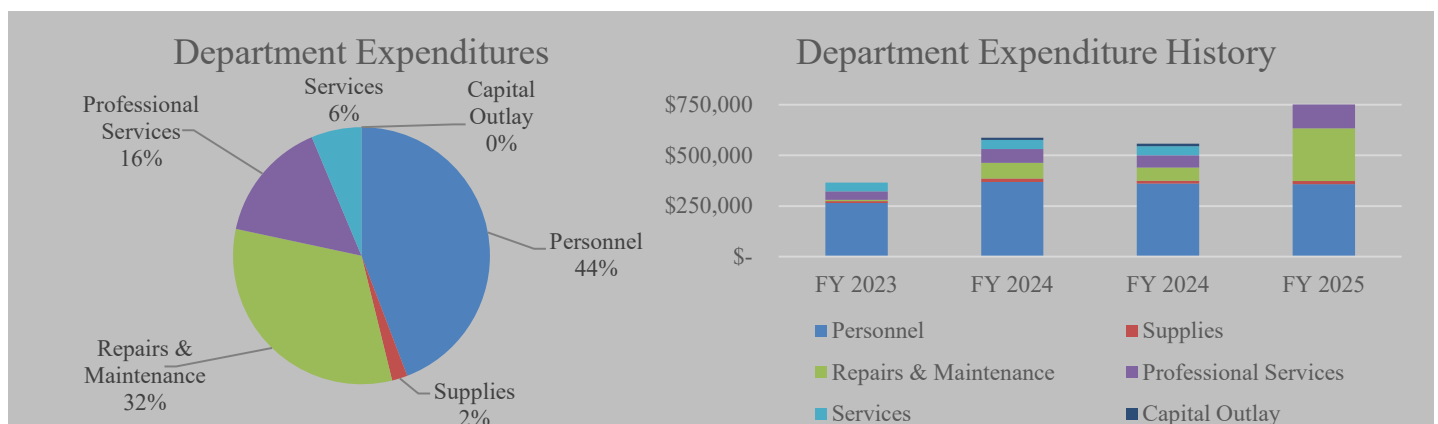
**Hotel/Motel Fund
Civic Center**

Expenditure Summary

Classification	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
Personnel	\$ 264,242	\$ 368,038	\$ 360,694	\$ 357,290
Supplies	\$ 9,385	\$ 17,180	\$ 14,418	\$ 15,830
Repairs & Maintenance	\$ 6,282	\$ 77,300	\$ 65,049	\$ 260,200
Professional Services	\$ 42,170	\$ 68,698	\$ 59,408	\$ 123,867
Services	\$ 43,922	\$ 44,720	\$ 45,632	\$ 51,112
Capital Outlay	\$ -	\$ 11,000	\$ 12,000	\$ -
Total	\$ 366,000	\$ 586,936	\$ 557,201	\$ 808,299

Staffing

Position	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
City Manager	0.10	0.10	0.10	0.10
Assistant City Manager/CFO	0.05	0.05	0.05	0.05
Director of Community Dev	0.40	-	-	-
Parks & Recreation Manager	1.00	0.85	0.85	0.85
Executive Assistant	-	1.00	1.00	1.00
Crew Leader	-	1.00	1.00	1.00
Maintenance Worker	2.00	1.00	1.00	1.00
Custodian	0.50	0.50	0.50	0.50
Total	4.05	4.50	4.50	4.50



Civic Center

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
40-5-81-5101	Salaries-Administrative	\$ 39,328	\$ 27,649	\$ 27,649	\$ 29,170
40-5-81-5102	Salaries-Professional	\$ -	\$ -	\$ -	\$ -
40-5-81-5103	Salaries-Supervisory	\$ 60,474	\$ 72,713	\$ 72,713	\$ 61,222
40-5-81-5104	Salaries-Operations	\$ 95,229	\$ 153,149	\$ 153,149	\$ 152,643
40-5-81-5110	Overtime	\$ -	\$ 4,487	\$ 4,487	\$ 4,277
40-5-81-5112	Longevity	\$ 2,066	\$ 2,095	\$ 2,095	\$ 2,305
40-5-81-5113	Certification/Education Pay	\$ 416	\$ 468	\$ 468	\$ 5,105
40-5-81-5114	Allowances	\$ 1,923	\$ 1,240	\$ 1,240	\$ 1,240
40-5-81-5120	FICA	\$ 14,805	\$ 20,029	\$ 20,029	\$ 19,581
40-5-81-5124	WC Insurance	\$ 3,082	\$ 3,934	\$ 3,934	\$ 3,988
40-5-81-5125	Unemployment Compensation	\$ -	\$ -	\$ -	\$ -
40-5-81-5130	TMRS	\$ 20,964	\$ 31,868	\$ 31,868	\$ 31,867
40-5-81-5150	Group Insurance	\$ 25,955	\$ 43,062	\$ 43,062	\$ 43,392
40-5-81-5160	Pay Plan Costs	\$ -	\$ 7,344	\$ -	\$ 2,500
	Total Personnel	\$ 264,242	\$ 368,038	\$ 360,694	\$ 357,290
40-5-81-5201	Office Supplies	\$ 798	\$ 1,200	\$ 1,000	\$ 1,000
40-5-81-5203	Postage	\$ 1	\$ 30	\$ 10	\$ 30
40-5-81-5204	Clothing Supplies	\$ 351	\$ 1,243	\$ 1,183	\$ 200
40-5-81-5205	Janitorial Supplies	\$ 5,894	\$ 6,000	\$ 4,000	\$ 6,000
40-5-81-5207	Fuel	\$ 307	\$ 340	\$ 375	\$ 400
40-5-81-5210	Tools & Other Supplies	\$ 222	\$ 517	\$ 300	\$ 2,900
40-5-81-5213	Chemical Supplies	\$ 31	\$ 300	\$ 150	\$ 300
40-5-81-5215	Small Equipment	\$ 1,781	\$ 7,400	\$ 7,400	\$ 5,000
40-5-81-5230	Employee Testing	\$ -	\$ 150	\$ -	\$ -
	Total Supplies	\$ 9,385	\$ 17,180	\$ 14,418	\$ 15,830
40-5-81-5301	Building Maintenance	\$ 6,233	\$ 72,500	\$ 62,500	\$ 257,500
40-5-81-5307	Sign Maintenance	\$ -	\$ 2,313	\$ 1,200	\$ 1,000
40-5-81-5321	Machinery & Equip Maintenance	\$ -	\$ 1,987	\$ 1,209	\$ 1,200
40-5-81-5322	Vehicle Maintenance	\$ 50	\$ 500	\$ 140	\$ 500
	Total Repairs & Maintenance	\$ 6,282	\$ 77,300	\$ 65,049	\$ 260,200
40-5-81-5403	Accounting Services	\$ -	\$ 9,500	\$ -	\$ -
40-5-81-5406	Information Technology Services	\$ 2,724	\$ 2,308	\$ 2,308	\$ 2,767
40-5-81-5409	Special Services	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
40-5-81-5470	Historical Preservation	\$ -	\$ 1,500	\$ 1,100	\$ 1,100
40-5-81-5480	Promotion of the Arts	\$ -	\$ -	\$ -	\$ 60,000
40-5-81-5499	Community Festival	\$ 29,446	\$ 45,390	\$ 46,000	\$ 50,000
	Total Professional Services	\$ 42,170	\$ 68,698	\$ 59,408	\$ 123,867

Civic Center Continued

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
40-5-81-5501	Electric Services	\$ 13,579	\$ 16,104	\$ 16,104	\$ 17,000
40-5-81-5502	Communication Services	\$ 1,373	\$ 1,704	\$ 1,510	\$ 1,440
40-5-81-5503	Gas Services	\$ 2,568	\$ 3,030	\$ 2,190	\$ 2,410
40-5-81-5504	Internet Services	\$ 2,044	\$ 2,016	\$ 2,100	\$ 2,100
40-5-81-5511	Insurance-General Liability	\$ 185	\$ 337	\$ 337	\$ 341
40-5-81-5512	Insurance-Errors & Omissions	\$ 425	\$ 711	\$ 711	\$ 732
40-5-81-5515	Insurance-Auto	\$ 436	\$ 569	\$ 569	\$ 1,226
40-5-81-5517	Insurance-Property	\$ 3,289	\$ 3,584	\$ 3,583	\$ 4,022
40-5-81-5521	Advertising/Marketing	\$ 20,022	\$ 14,888	\$ 18,000	\$ 17,041
40-5-81-5531	Equipment Rental	\$ -	\$ -	\$ -	\$ 4,000
40-5-81-5541	Travel & Training	\$ -	\$ 1,212	\$ 328	\$ 600
40-5-81-5542	Dues	\$ -	\$ 565	\$ 200	\$ 200
	Total Services	\$ 43,922	\$ 44,720	\$ 45,632	\$ 51,112
40-5-81-5705	Machinery & Equipment	\$ -	\$ 11,000	\$ 12,000	\$ -
	Total Capital Outlay	\$ -	\$ 11,000	\$ 12,000	\$ -
	Total Expenditures	\$ 366,000	\$ 586,936	\$ 557,201	\$ 808,299



CAPITAL OUTLAY

Capital outlay is the expenditure of funds for the acquisition of or addition to a government's capital assets. **Capital assets** are used in operations and have a useful life that extends beyond a single reporting period. These include 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 four broad categories:

1. Those of a recurring or repetitive nature;
2. Those of a one-time or non-recurring nature;
3. Infrastructure; and
4. Subscription based information technology arrangements.

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 based on 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. The City Manager and Chief Financial Officer review all capital requests in conjunction with ongoing capital projects and the strategic plan. Projects are prioritized and funded based on need and funding availability. Projects are also discussed with the City Council during the multiple budget workshops held during the budget development process.

A list of capital outlay budgeted out of operating funds for FY 2025 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%
Subscription based IT arrangements	\$ 50,000	0%
Personal property (equipment)	\$ 5,000	10%

CITY OF BELLMEAD
Capital Outlay from Operating Funds
FY 2025

Department/Division	Amount	Priority	New	Replacement	Impact on Operating Budget	Operating Costs
WATER & SEWER FUND						
<u>20-75: Public Works - Water</u>						
6" Trash Pump & Trailer	\$ 15,500	2		✓	\$ 300	Fuel, supplies, insurance costs
<u>20-76: Public Works - Sewer</u>						
6" Trash Pump & Trailer	\$ 48,900	1	✓		\$ 300	Fuel, supplies, insurance costs
Total Water & Sewer Fund	\$ 64,400				\$ 600	

CITY OF BELLMEAD
Combined Annual Budget Summary
Capital Projects Funds
FY 2025

	FY 2023	FY 2024	FY 2024	FY 2025
	Actuals	Budget	Estimated	Budget
Revenues				
Governmental Grants Capital Projects Fund	\$ 438,792	\$ 75,000	\$ 82,346	\$ 157,300
Water/Sewer Capital Projects Fund	868,094	1,224,114	1,262,565	308,480
Water/Sewer Grants Fund	385,230	2,195,767	414,696	2,085,296
Governmental Capital Projects Fund	619,067	563,316	592,000	1,112,000
2014 Certificates of Obligation-WS Portion	666,744	892,000	1,040,000	300,000
Streets Capital Projects	-	-	-	150,415
Total Revenues	2,977,927	4,950,197	3,391,607	4,113,491
Non-Operating Expenditures				
Governmental Grants Capital Projects Fund	523,733	-	5,500	393,783
Water/Sewer Capital Projects Fund	169,648	2,346,432	396,557	2,432,443
Water/Sewer Grants Fund	297,718	2,572,408	456,025	2,139,306
Governmental Capital Projects Fund	414,192	1,786,289	194,380	3,503,228
2014 Certificates of Obligation-WS Portion	-	6,147,210	-	6,620,384
Streets Capital Projects	-	-	-	150,415
Total Non-Operating Expenditures	1,405,291	12,852,339	1,052,462	15,239,559
Total Expenditures	1,405,291	12,852,339	1,052,462	15,239,559
Net Change in Fund Balance	\$ 1,572,636	\$ (7,902,142)	\$ 2,339,145	(11,126,068)
Fund Balance, Beginning				11,126,068
Fund Balance, Ending				\$ -

Decrease in fund balance is planned. Capital project funds are planned to decrease as funding is utilized for planned projects.

**Annual Budget
FY 2025**

Governmental Grants Capital Projects Fund

Revenues

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
19-4313	Grant Revenue	\$ 432,145	\$ -	\$ -	\$ 150,000
	Total Intergovernmental	\$ 432,145	\$ -	\$ -	\$ 150,000
19-4611	Interest Earned	\$ 6,647	\$ -	\$ 7,346	\$ 7,300
	Total Interest	\$ 6,647	\$ -	\$ 7,346	\$ 7,300
19-4910	Transfer from Fund 10				
19-4615	Transfer from Fund 15	\$ -	\$ 75,000	\$ 75,000	\$ -
19-4935	Transfer from Fund 35				
	Total Transfers	\$ -	\$ 75,000	\$ 75,000	\$ -
	Total Revenues	\$ 438,792	\$ 75,000	\$ 82,346	\$ 157,300

Expenditures

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
19-5-20-5408	Planning Services	\$ 57,940	\$ -	\$ -	\$ -
19-5-71-5403	Accounting Services	\$ -	\$ -	\$ 5,500	\$ -
19-5-73-5408	Consultant Services	\$ 5,000	\$ -	\$ -	\$ -
	Total Professional Services	\$ 62,940	\$ -	\$ 5,500	\$ -
19-5-71-5701	Grant Administration - DRP	\$ 15,000	\$ -	\$ -	\$ -
19-5-71-5706	Engineering Services - DRP	\$ 13,164	\$ -	\$ -	\$ -
19-5-71-5707	Construction - DRP	\$ 432,629	\$ -	\$ -	\$ -
19-5-73-5713	Engineering Services - Brame Park	\$ -	\$ -	\$ -	\$ 19,000
19-5-73-5714	Construction - Brame Park	\$ -	\$ -	\$ -	\$ 280,000
19-5-73-5715	Signage - Brame Park	\$ -	\$ -	\$ -	\$ 1,000
	Total Capital	\$ 460,793	\$ -	\$ -	\$ 300,000
19-5-71-5971	Transfer to Fund 71	\$ -	\$ -	\$ -	\$ 93,783
	Total Transfers	\$ -	\$ -	\$ -	\$ 93,783
	Total Expenditures	\$ 523,733	\$ -	\$ 5,500	\$ 393,783



**Annual Budget
FY 2025**

Water/Sewer Capital Projects Fund

Revenues

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
22-4313	Grant Revenue	\$ 7,775	\$ 313,110	\$ 306,481	\$ -
	Total Intergovernmental	\$ 7,775	\$ 313,110	\$ 306,481	\$ -
22-4611	Interest	\$ 17,556	\$ 16,000	\$ 61,080	\$ 61,000
	Total Investments	\$ 17,556	\$ 16,000	\$ 61,080	\$ 61,000
22-4920	Transfer From WS Fund	\$ 167,763	\$ 395,004	\$ 395,004	\$ 247,480
22-4935	Transfer From Fund 35	\$ 675,000	\$ 500,000	\$ 500,000	\$ -
	Total Transfers In	\$ 842,763	\$ 895,004	\$ 895,004	\$ 247,480
	Total Revenues	\$ 868,094	\$ 1,224,114	\$ 1,262,565	\$ 308,480

Expenses

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
22-5-75-5704	Cutoff Valve Project	\$ 81,533	\$ -	\$ -	\$ -
22-5-75-5706	Vehicles	\$ 29,640	\$ -	\$ -	\$ -
22-5-75-5711	Katy Lane Waterline Construction	\$ -	\$ 1,061,542	\$ -	\$ 1,240,181
22-5-75-5712	Katy Lane Waterline Engineering	\$ 50,700	\$ 20,075	\$ 20,075	\$ -
22-5-75-5799	Other Projects	\$ -	\$ -	\$ -	\$ -
22-5-76-5711	CDBG 2022 - Construction	\$ -	\$ 330,000	\$ 330,000	\$ -
22-5-76-5712	CDBG 2022 - Engineering	\$ 775	\$ 28,982	\$ 28,982	\$ -
22-5-76-5713	CDBG 2022 - Administration	\$ 7,000	\$ 17,500	\$ 17,500	\$ -
22-5-76-5715	HWY 84 LS Force Main - Engineering	\$ -	\$ 91,200	\$ -	\$ 91,200
22-5-76-5716	HWY 84 LS Force Main - Construction	\$ -	\$ 797,133	\$ -	\$ 1,101,062
	Total Capital	\$ 169,648	\$ 2,346,432	\$ 396,557	\$ 2,432,443
	Total Expenditures	\$ 169,648	\$ 2,346,432	\$ 396,557	\$ 2,432,443

**City of Bellmead
Capital Improvements Program Budget
FY 2025-2029**

Project Name	Katy Lane 6" Water Line	Priority #	1
Project Status	Continuing Project	Department	Public Works
CCMR #		Division	Water
Construction FY	2025	Account #	22-5-75-5711
Estimated Start	2025	Requestor	Craig Rice
Estimated Completion	2026		

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

This water line replacement will provide increased capacity for an area of the City in which the current water infrastructure is undersized, requires extensive ongoing repairs and is insufficient. The project will be done at the same time as the North Interceptor Sewer project providing the city added savings because the projects will share engineering, mobilization, traffic control and construction costs. Additionally, Katy Lane road reconstruction will only have to be done once.

This water line project coincides with the \$32 million joint Sewer Interceptor project with the City of Waco, City of Lacy Lakeview, and Texas State Technical College.

FUNDING SOURCES						
Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total
Water/Sewer Funds	\$ 565,181					\$ 565,181
Bellmead Economic Development Funds	675,000					675,000
						0
						0
						0
Total	\$ 1,240,181	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,240,181

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030 to Completion	Total Project Cost
Design/Engineering	\$ 70,775							\$ 70,775
Property Acquisition								0
Construction		1,240,181						1,240,181
Equipment								0
Other								0
Total	\$ 70,775	\$ 1,240,181	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,310,956

ANNUAL OPERATING IMPACT							
Description	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total	Other
Personnel			\$ 5,411	\$ 5,573	\$ 5,740	\$ 16,724	Project Type: Non-Recurring
Operating			10,446	10,759	11,082	32,287	
Capital Outlay						0	
Total	\$ 0	\$ 0	\$ 15,857	\$ 16,332	\$ 16,822	\$ 49,011	Project #:

Notes:

Assuming an average of 3 water main breaks per year on Katy Lane, this waterline improvement project will save the City of Bellmead over \$79,000 in personnel and operating costs over the next 5 years.

**City of Bellmead
Capital Improvements Program Budget
FY 2025-2029**

Project Name	Highway 84 Lift Station Force Main Replacement	Priority #	1
Project Status	New Project	Department	Public Works
CCMR #		Division	Sewer
Construction FY	2025	Account #	22-5-76-5715 & 22-5-76-5716
Estimated Start	2024	Requestor	Craig Rice
Estimated Completion	2025		

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

This sewer force main replacement will provide increased capacity for an area of the City in which the current sewer infrastructure is undersized, requires extensive ongoing repairs and is insufficient. The project will be a done at the same time as the North Interceptor Sewer project providing the city added savings because of the elimination of recurring unanticipated operation and maintenance costs in making repairs on this line.

This sewer force main replacement project coincides with the \$34 million joint Sewer Interceptor project with the City of Waco, City of Lacy Lakeview, and Texas State Technical College.

FUNDING SOURCES						
Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total
Water/Sewer Funds	\$ 91,200	\$ 601,062				\$ 692,262
Bellmead Economic Development Corporation		500,000				500,000
						0
						0
						0
Total	\$ 91,200	\$ 1,101,062	\$ 0	\$ 0	\$ 0	\$ 1,192,262

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030 to Completion	Total Project Cost
Design/Engineering		\$ 91,200						\$ 91,200
Property Acquisition								0
Construction			956,062					956,062
Equipment								0
Other			145,000					145,000
Total	\$ 0	\$ 91,200	\$ 1,101,062	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,192,262

ANNUAL OPERATING IMPACT							
Description	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total	Other
Personnel	\$ 5,800	\$ 5,974	\$ 6,153	\$ 6,338	\$ 6,528	\$ 30,793	Project Type: Non-Recurring
Operating	8,940	9,208	9,484	9,769	10,062	47,463	
Capital Outlay						0	
Total	\$ 14,740	\$ 15,182	\$ 15,637	\$ 16,107	\$ 16,590	\$ 78,256	Project #:

Notes:

Assuming an average of 4 sewer force main breaks per year on Hwy 84 LS force main, this sewer force main improvement project will save the City of Bellmead over \$78,000 in personnel and operating costs over the next 5 years.



**Annual Budget
FY 2025**

Water/Sewer Grants Fund

Revenues

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
23-4313	Grant Revenue	\$ 297,718	\$ 2,120,767	\$ 294,696	\$ 2,035,296
	Total Intergovernmental	\$ 297,718	\$ 2,120,767	\$ 294,696	\$ 2,035,296
23-4611	Interest	\$ 87,512	\$ 75,000	\$ 120,000	\$ 50,000
	Total Investments	\$ 87,512	\$ 75,000	\$ 120,000	\$ 50,000
	Total Revenues	\$ 385,230	\$ 2,195,767	\$ 414,696	\$ 2,085,296

Expenditures

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
23-5-75-5403	Accounting Services	\$ -	\$ 5,500	\$ -	\$ 5,500
	Total Professional Services	\$ -	\$ 5,500	\$ -	\$ 5,500
23-5-75-5711	Grant Administration	\$ 16,848	\$ 72,657	\$ 72,657	\$ -
23-5-75-5713	Engineering Services	\$ 5,334	\$ 5,478	\$ 5,478	\$ -
23-5-75-5714	Engineering-400,000 GST Research	\$ 18,950	\$ 18,450	\$ 18,450	\$ -
23-5-75-5715	Construction-400,000 GST Research	\$ -	\$ 180,000	\$ 180,000	\$ -
23-5-75-5717	Barlow Well Rehabilitation	\$ 146,449	\$ -	\$ -	\$ -
23-5-75-5718	Research Well Rehabilitation	\$ 52,127	\$ -	\$ -	\$ -
23-5-75-5720	SCADA	\$ -	\$ -	\$ -	\$ 266,874
23-5-76-5714	Lift Station Engineering	\$ 58,010	\$ 93,190	\$ 93,190	\$ 77,340
23-5-76-5715	Lift Station Construction	\$ -	\$ 1,400,000	\$ -	\$ 1,789,592
23-5-76-5716	Lift Station Administration	\$ -	\$ 797,133	\$ 750	\$ -
23-5-76-5717	Manhole Engineering	\$ -	\$ -	\$ 15,500	\$ -
23-5-76-5718	Manhole Construction	\$ -	\$ -	\$ 70,000	\$ -
	Total Capital	\$ 297,718	\$ 2,566,908	\$ 456,025	\$ 2,133,806
	Total Expenditures	\$ 297,718	\$ 2,572,408	\$ 456,025	\$ 2,139,306

**City of Bellmead
Capital Improvements Program Budget
FY 2025-2029**

Project Name	SCADA	Priority #	1
Project Status	New Project	Department	Public Works
CCMR #		Division	Water
Construction FY	FY 2025	Account #	23-5-75-5720
Estimated Start	FY 2025	Requestor	Craig Rice
Estimated Completion	FY 2025		

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

The City of Bellmead's current SCADA (Supervisory Control and Data Acquisition) system is outdated and obsolete for replacement parts and IT security. A new SCADA system is needed of upgrading to support the current water well infrastructure for operating and maintenance. SCADA systems are used for controlling, monitoring, and analyzing well devices and processes. The system consists of both software and hardware components and enables remote and on-site gathering of data. It allows public works staff to remotely manage and monitor well sites that improves the performance of well sites and allows for better allocation of resources.

FUNDING SOURCES						
Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total
American Recovery Plan Act (ARPA)	\$ 266,874					\$ 266,874
						0
						0
						0
						0
Total	\$ 266,874	\$ 0	\$ 0	\$ 0	\$ 0	\$ 266,874

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030 to Completion	Total Project Cost
Design/Engineering								\$ 0
Property Acquisition								0
Construction		266,874						266,874
Equipment								0
Other								0
Total	\$ 0	\$ 266,874	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 266,874

ANNUAL OPERATING IMPACT							
Description	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total	Other
Personnel						\$ 0	Project Type: Non-Recurring
Operating						0	
Capital Outlay						0	
Total	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	Project #:

Notes:

**City of Bellmead
Capital Improvements Program Budget
FY 2025-2029**

Project Name	ARPA Lift Station Project	Priority #	1
Project Status	Continuing Project	Department	Public Works
CCMR #		Division	Sewer
Construction FY	FY 2024	Account #	Fund 23
Estimated Start	FY 2024	Requestor	Craig Rice
Estimated Completion	FY 2025		

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

The ARPA Lift Station Project upgrades 3 key lift stations for Bellmead which are not being replaced or eliminated as part of the North Interceptor Project. The upgrade of the Hwy 84, Wilson, and Parrish lift stations will provide for a submersible wet well design, total reconstruction, pump replacement with increased pumping capacity, and will also include communications telemetry (SCADA). This project coupled with the completion of the North interceptor Project will enhance future economic development and growth with increased wastewater capacity and will also provide the City savings in annual operating costs.

FUNDING SOURCES						
Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total
American Recovery Plan Act (ARPA)	\$ 1,866,932					\$ 1,866,932
						0
						0
						0
						0
Total	\$ 1,866,932	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,866,932

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030 to Completion	Total Project Cost
Design/Engineering	\$ 151,200	\$ 77,340						\$ 228,540
Property Acquisition								0
Construction		1,789,592						1,789,592
Equipment								0
Other								0
Total	\$ 151,200	\$ 1,866,932	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,018,132

ANNUAL OPERATING IMPACT							
Description	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total	Other
Personnel	\$ 7,365	\$ 4,681	\$ 4,925	\$ 5,073	\$ 5,225	\$ 27,269	Project Type: Recurring
Operating	20,066	11,738	12,194	12,560	12,937	69,495	
Capital Outlay						0	
Total	\$ 27,431	\$ 16,419	\$ 17,119	\$ 17,633	\$ 18,162	\$ 96,764	Project #:

Notes:

Assuming an average of 1 major lift station repair per year for the 4 lift stations not included in the North interceptor Project and daily required inspections 365 days/year, this ARPA lift station project will save the City of Bellmead almost \$88,000 in personnel and operating expenses over the next 5 years.



**Annual Budget
FY 2025**

Governmental Capital Projects Fund

Revenues

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
61-4373	McLennan County 911	\$ -	\$ 15,000	\$ -	\$ 20,000
	Total Intergovernmental	\$ -	\$ 15,000	\$ -	\$ 20,000
61-4611	Interest Earned	\$ 52,178	\$ 48,316	\$ 92,000	\$ 92,000
	Total Investment Income	\$ 52,178	\$ 48,316	\$ 92,000	\$ 92,000
61-4910	Transfer From General Fund	\$ 566,889	\$ 500,000	\$ 500,000	\$ 1,000,000
	Total Other Financing Sources	\$ 566,889	\$ 500,000	\$ 500,000	\$ 1,000,000
	Total Revenues	\$ 619,067	\$ 563,316	\$ 592,000	\$ 1,112,000

Expenditures

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
61-5-20-5704	Facilities	\$ -	\$ -	\$ -	\$ -
61-5-51-5704	Facilities	\$ -	\$ 75,000	\$ 500	\$ -
61-5-51-5705	Machinery & Equipment	\$ -	\$ 66,921	\$ 17,043	\$ 35,940
61-5-51-5706	Vehicles	\$ 217,255	\$ 195,600	\$ 176,837	\$ 197,000
61-5-51-5799	Other Capital Equipment	\$ -	\$ 10,975	\$ -	\$ -
61-5-71-5705	Machinery & Equipment	\$ 120,809	\$ 25,300	\$ -	\$ -
61-5-71-5706	Vehicles	\$ -	\$ -	\$ -	\$ -
61-5-71-5711	Katy Lane Street Rehabilitation	\$ -	\$ 1,355,493	\$ -	\$ 1,500,000
61-5-71-5715	Public Works Facility	\$ -	\$ -	\$ -	\$ 1,000,000
61-5-71-5799	Other Projects	\$ -	\$ -	\$ -	\$ 770,288
61-5-73-5706	Vehicles	\$ -	\$ 17,000	\$ -	\$ -
61-5-81-5706	Vehicles	\$ 76,128	\$ 40,000	\$ -	\$ -
	Total Capital	\$ 414,192	\$ 1,786,289	\$ 194,380	\$ 3,503,228
	Total Expenditures	\$ 414,192	\$ 1,786,289	\$ 194,380	\$ 3,503,228

Capital Equipment

Account Number/Description	Amount	Priority	New	Replacement	Impact on Operating Budget	Operating Costs
61-5-51-5705 Eventide 7400X Recorder	\$ 35,940	3		✓		
61-5-51-5706 Two (2) CID Vehicles	\$ 121,000	2		✓	\$ (10,000)	Decrease in maintenance costs, increase in insurance costs, sale of replaced vehicles
Patrol Unit - Equipped	\$ 76,000	1		✓	\$ (5,000)	Decrease in maintenance costs, increase in insurance costs, sale of replaced vehicles
Total	\$ 232,940				\$ (15,000)	

**City of Bellmead
Capital Improvements Program Budget
FY 2025-2029**

Project Name	Katy Lane 6" Street Reclamation	Priority #	1
Project Status	Continuing Project	Department	Public Works
CCMR #		Division	Streets
Construction FY	FY 2025	Account #	61-5-71-5711
Estimated Start	FY 2025	Requestor	Craig Rice
Estimated Completion	FY 2026		

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

This street reclamation project will substantially improve 11,415 linear feet of road surface for Katy Lane and Williams Road south of Highway 84 . These streets are in very poor condition with a Pavement Condition Index (PCI) of <35%, require extensive ongoing repairs, and create unsafe driving conditions for the traveling public. The project will be done at the same time as the North Interceptor Sewer and Katy Lane waterline replacement projects providing the city added savings because all of the projects will share engineering, mobilization, traffic control and construction costs.

This street reclamation project coincides with the \$34 million joint Sewer Interceptor project with the City of Waco, City of Lacy Lakeview, and Texas State Technical College.

FUNDING SOURCES						
Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total
City of Bellmead	\$ 1,000,000					\$ 1,000,000
Bellmead Economic Development Corporation	500,000					500,000
						0
						0
						0
Total	\$ 1,500,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,500,000

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030 to Completion	Total Project Cost
Design/Engineering								\$ 0
Property Acquisition								0
Construction			1,500,000					1,500,000
Equipment								0
Other								0
Total	\$ 0	\$ 0	\$ 1,500,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,500,000

ANNUAL OPERATING IMPACT							
Description	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total	Other
Personnel				\$ 5,195	\$ 5,351	\$ 10,546	Project Type: Non-Recurring
Operating				15,957	16,435	32,392	
Capital Outlay						0	
Total	\$ 0	\$ 0	\$ 0	\$ 21,152	\$ 21,786	\$ 42,938	Project #:

Notes:

Assuming an average of 60 pothole repairs per year on Katy Lane and Williams Road, this street reclamation project will save the City of Bellmead over \$100,000 in personnel and operating costs over the next 5 years.

**City of Bellmead
Capital Improvements Program Budget
FY 2025-2029**

Project Name	New Public Works Facility	Priority #	1
Project Status	New Project	Department	Public Works
CCMR #		Division	
Construction FY	FY 2025	Account #	61-5-71-5715
Estimated Start	FY 2025	Requestor	Craig Rice
Estimated Completion	FY 2025		

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

Current building is in need of repair and does not have adequate space to provide office/ clerical space/ training room area for 20 employees. Vehicle Maintenance area also needs to be much larger. The lot for the current facility is too small and does not provide sufficient space to store equipment, materials, solid waste containers, etc. The desired facility would have 2 main offices, a training room, and an employee area with open cubicles for 20 employees complete with furnishing and other mission support equipment, and a vehicle maintenance area. Other storage to include climate controlled building to store mission essential equipment such as Vactor, Jet Rodder, Dura patcher, Asphalt trailer, trash pumps. The remaining parking area would have enough open covered storage to park 25 vehicles and/or other mission essential equipment.

FUNDING SOURCES						
Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total
	\$ 1,000,000					\$ 1,000,000
						0
						0
						0
						0
Total	\$ 1,000,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,000,000

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030 to Completion	Total Project Cost
Design/Engineering		\$ 30,000						\$ 30,000
Property Acquisition		250,000						250,000
Construction		400,000						400,000
Equipment		300,000						300,000
Other		20,000						20,000
Total	\$ 0	\$ 1,000,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,000,000

ANNUAL OPERATING IMPACT							
Description	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total	Other
Personnel						\$ 0	Project Type: Recurring
Operating						0	
Capital Outlay						0	
Total	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	Project #:

Notes:

**Annual Budget
FY 2025**

2014 Certificates of Obligation - WS Portion

Revenues

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
65-4611	Interest	\$ 166,744	\$ 142,000	\$ 290,000	\$ 300,000
	Total Investment Income	\$ 166,744	\$ 142,000	\$ 290,000	\$ 300,000
65-4935	Transfer from Fund 35	\$ 500,000	\$ 750,000	\$ 750,000	\$ -
	Total Other Financing Sources	\$ 500,000	\$ 750,000	\$ 750,000	\$ -
	Total Revenues	\$ 666,744	\$ 892,000	\$ 1,040,000	\$ 300,000

Expenditures

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
65-5-76-5721	Sewer Interceptor - Project 1A	\$ -	\$ 6,147,210	\$ -	\$ 680,465
65-5-76-5722	Sewer Interceptor - Project 1B	\$ -	\$ -	\$ -	\$ 2,986,500
65-5-76-5723	Sewer Interceptor - Project 1C	\$ -	\$ -	\$ -	\$ 2,953,419
65-5-76-5724	Sewer Interceptor - Project 2B, 2C, 5A	\$ -	\$ -	\$ -	\$ -
65-5-76-5725	Sewer Interceptor - Project 4	\$ -	\$ -	\$ -	\$ -
	Total Capital	\$ -	\$ 6,147,210	\$ -	\$ 6,620,384
65-5-76-5920	Transfer to Fund 20	\$ -	\$ -	\$ -	\$ -
	Total Transfers	\$ -	\$ -	\$ -	\$ -
	Total Expenditures	\$ -	\$ 6,147,210	\$ -	\$ 6,620,384

**City of Bellmead
Capital Improvements Program Budget
FY 2025-2029**

Project Name	North Sewer Interceptor 1A	Priority #	1
Project Status	Continuing Project	Department	Public Works
CCMR #		Division	Sewer
Construction FY	2024	Account #	65-5-76-5721
Estimated Start	2024	Requestor	Craig Rice
Estimated Completion	2025		

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 another under-served area in which the infrastructure is insufficient. The project will be a great boost to the local economy and will open a large area of the City which is ideal for future commercial development.

This is a \$34 million joint project with the City of Waco, City of Lacy Lakeview, and Texas State Technical College that is broken into multiple sub-projects. Project 1A is a 30" Gravity Sewer line.

FUNDING SOURCES						
Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total
2014 Certificate of Obligation	\$ 680,465					\$ 680,465
Bellmead Economic Development Corporation						0
						0
						0
						0
Total	\$ 680,465	\$ 0	\$ 0	\$ 0	\$ 0	\$ 680,465

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030 to Completion	Total Project Cost
Design/Engineering	\$ 358,381							\$ 358,381
Property Acquisition	312,714							312,714
Construction		680,465						680,465
Equipment								0
Other	957							957
Total	\$ 672,052	\$ 680,465	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,352,517

ANNUAL OPERATING IMPACT							
Description	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total	Other
Personnel						\$ 0	Project Type: Non-Recurring
Operating						0	
Capital Outlay						0	
Total	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	Project #:

Notes:

**City of Bellmead
Capital Improvements Program Budget
FY 2025-2029**

Project Name	North Sewer Interceptor 1B	Priority #	1
Project Status	Continuing Project	Department	Public Works
CCMR #		Division	Sewer
Construction FY	2025	Account #	65-5-76-5722
Estimated Start	2026	Requestor	Craig Rice
Estimated Completion	2029		

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 another under-served area in which the infrastructure is insufficient. The project will be a great boost to the local economy and will open a large area of the City which is ideal for future commercial development.

This is a \$34 million joint project with the City of Waco, City of Lacy Lakeview, and Texas State Technical College that is broken into multiple sub-projects. Project 1B is a 30" Gravity Sewer line.

FUNDING SOURCES						
Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total
2014 Certificate of Obligation						\$ 0
Bellmead Economic Development Corporation	2,986,500					2,986,500
Interest Earnings						0
Water/Sewer Funds						0
						0
Total	\$ 2,986,500	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,986,500

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030 to Completion	Total Project Cost
Design/Engineering								\$ 0
Property Acquisition								0
Construction		2,986,500						2,986,500
Equipment								0
Other								0
Total	\$ 0	\$ 2,986,500	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 2,986,500

ANNUAL OPERATING IMPACT							
Description	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total	Other
Personnel						\$ 0	Project Type: Non-Recurring
Operating						0	
Capital Outlay						0	
Total	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	Project #:

Notes:

**City of Bellmead
Capital Improvements Program Budget
FY 2025-2029**

Project Name	North Sewer Interceptor 1C	Priority #	1
Project Status	Continuing Project	Department	Public Works
CCMR #		Division	Sewer
Construction FY	2026	Account #	65-5-76-5723
Estimated Start	2026	Requestor	Craig Rice
Estimated Completion	2029		

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 another under-served area in which the infrastructure is insufficient. The project will be a great boost to the local economy and will open a large area of the City which is ideal for future commercial development.

This is a \$34 million joint project with the City of Waco, City of Lacy Lakeview, and Texas State Technical College that is broken into multiple sub-projects. Project 1B is a 30" Gravity Sewer line.

FUNDING SOURCES						
Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total
2014 Certificate of Obligation						\$ 0
Bellmead Economic Development Corporation		935,103				935,103
Interest Earnings		411,447				411,447
Water/Sewer Funds			2,182,950			2,182,950
						0
Total	\$ 0	\$ 1,346,550	\$ 2,182,950	\$ 0	\$ 0	\$ 3,529,500

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030 to Completion	Total Project Cost
Design/Engineering								\$ 0
Property Acquisition								0
Construction			3,529,500					3,529,500
Equipment								0
Other								0
Total	\$ 0	\$ 0	\$ 3,529,500	\$ 0	\$ 0	\$ 0	\$ 0	\$ 3,529,500

ANNUAL OPERATING IMPACT							
Description	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total	Other
Personnel						\$ 0	Project Type: Non-Recurring
Operating						0	
Capital Outlay						0	
Total	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	Project #:

Notes:

City of Bellmead
Capital Improvements Program Budget
FY 2025-2029

Project Name	North Sewer Interceptor 2B, 2C, 5A	Priority #	1
Project Status	Continuing Project	Department	Public Works
CCMR #		Division	Sewer
Construction FY	2027	Account #	
Estimated Start	2026	Requestor	Craig Rice
Estimated Completion	2027		

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 another under-served area in which the infrastructure is insufficient. The project will be a great boost to the local economy and will open a large area of the City which is ideal for future commercial development.

This is a \$34 million joint project with the City of Waco, City of Lacy Lakeview, and Texas State Technical College that is broken into multiple sub-projects. Project 2B is from Williams Road to Utah Street, Project 2C is from Utah Street to the TSTC Lift Station, and Project 5A is Aviation Parkway to Williams Road.

FUNDING SOURCES						
Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total
2014 Certificate of Obligation						\$ 0
Bellmead Economic Development Corporation						0
Interest Earnings						0
Water/Sewer Funds			1,752,903			1,752,903
						0
Total	\$ 0	\$ 0	\$ 1,752,903	\$ 0	\$ 0	\$ 1,752,903

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030 to Completion	Total Project Cost
Design/Engineering				\$ 269,989				\$ 269,989
Property Acquisition				21,860				21,860
Construction				1,461,054				1,461,054
Equipment								0
Other								0
Total	\$ 0	\$ 0	\$ 0	\$ 1,752,903	\$ 0	\$ 0	\$ 0	\$ 1,752,903

ANNUAL OPERATING IMPACT							
Description	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total	Other
Personnel						\$ 0	Project Type: Non-Recurring
Operating						0	
Capital Outlay						0	
Total	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	Project #:

Notes:

**City of Bellmead
Capital Improvements Program Budget
FY 2025-2029**

Project Name	North Sewer Interceptor 4	Priority #	1
Project Status	Continuing Project	Department	Public Works
CCMR #		Division	Sewer
Construction FY	2025	Account #	
Estimated Start	2025	Requestor	Craig Rice
Estimated Completion	2026		

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 another under-served area in which the infrastructure is insufficient. The project will be a great boost to the local economy and will open a large area of the City which is ideal for future commercial development.

This is a \$34 million joint project with the City of Waco, City of Lacy Lakeview, and Texas State Technical College that is broken into multiple sub-projects. Project 4 is Bellmead Lift Station Abandonments of San Jacinto, Bowie, Alma Rohn, and Shoemaker lift stations.

FUNDING SOURCES						
Source	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total
2014 Certificate of Obligation		\$ 1,003,371				\$ 1,003,371
Bellmead Economic Development Corporation		28,397				28,397
Interest Earnings						0
Water/Sewer Funds						0
						0
Total	\$ 0	\$ 1,031,768	\$ 0	\$ 0	\$ 0	\$ 1,031,768

PROJECT COSTS BUDGET								
Components	Projected Cost Through 9/30/2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030 to Completion	Total Project Cost
Design/Engineering								\$ 0
Property Acquisition								0
Construction			1,031,768					1,031,768
Equipment								0
Other								0
Total	\$ 0	\$ 0	\$ 1,031,768	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,031,768

ANNUAL OPERATING IMPACT							
Description	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	5 Year Total	Other
Personnel				\$ 19,767	\$ 20,360	\$ 40,127	Project Type: Non-Recurring Project #:
Operating				13,068	13,460	26,528	
Capital Outlay						0	
Total	\$ 0	\$ 0	\$ 0	\$ 32,835	\$ 33,820	\$ 66,655	

Notes:

Lift station personnel and operating costs reduce by 31% with the elimination of 4 lift stations.

**Annual Budget
FY 2025**

Streets Capital Projects Fund

Revenues

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
72-4111	Ad Valorem Taxes	\$ -	\$ -	\$ -	\$ 144,630
72-4112	Delinquent Ad Valorem Taxes	\$ -	\$ -	\$ -	\$ -
72-4191	Tax Penalty and Interest	\$ -	\$ -	\$ -	\$ -
	Total Ad Valorem Taxes	\$ -	\$ -	\$ -	\$ 144,630
72-4611	Interest	\$ -	\$ -	\$ -	\$ 5,785
	Total Investment Income	\$ -	\$ -	\$ -	\$ 5,785
	Total Revenues	\$ -	\$ -	\$ -	\$ 150,415

Expenditures

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
72-5-71-5799	Streets Projects	\$ -	\$ -	\$ -	\$ 150,415
	Total Capital	\$ -	\$ -	\$ -	\$ 150,415
	Total Expenditures	\$ -	\$ -	\$ -	\$ 150,415



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 2025**

	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget	Percent of Budget	% Change from FY 2024 Budget
Revenues						
Ad Valorem Taxes	364,674	398,162	380,000	399,021	91.30%	0.22%
Delinquent Property Taxes	9,171	10,000	9,000	10,000	2.29%	0.00%
Tax Penalty & Interest	9,786	8,000	8,000	8,000	1.83%	0.00%
Investment Income	12,436	10,000	20,000	20,000	4.58%	100.00%
Total Revenues	396,068	426,162	417,000	437,021	100.00%	2.55%
Expenditures						
Principal Payments	260,000	270,000	270,000	280,000	68.78%	3.70%
Interest Payments	142,734	134,288	134,288	125,107	30.73%	-6.84%
Fiscal Charges	577	1,000	578	1,000	0.25%	0.00%
Arbitrage	558	1,000	558	1,000	0.25%	0.00%
Total Expenditures	403,869	406,288	405,424	407,107	100.01%	0.20%
Net Change In Fund Balance	(7,801)	19,874	11,576	29,914		
Fund Balance, Beginning				296,079		
Fund Balance, Ending				\$ 325,993		

Debt Service Fund Revenues

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
50-4111	Ad Valorem Taxes	\$ 364,674	\$ 398,162	\$ 380,000	\$ 399,021
50-4112	Delinquent Ad Valorem Taxes	\$ 9,171	\$ 10,000	\$ 9,000	\$ 10,000
50-4191	Tax Penalty and Interest	\$ 9,786	\$ 8,000	\$ 8,000	\$ 8,000
	Total Ad Valorem Taxes	\$ 383,632	\$ 416,162	\$ 397,000	\$ 417,021
50-4611	Interest Earned	\$ 12,436	\$ 10,000	\$ 20,000	\$ 20,000
	Total Interest Income	\$ 12,436	\$ 10,000	\$ 20,000	\$ 20,000
	Total Debt Service Revenue	\$ 396,068	\$ 426,162	\$ 417,000	\$ 437,021

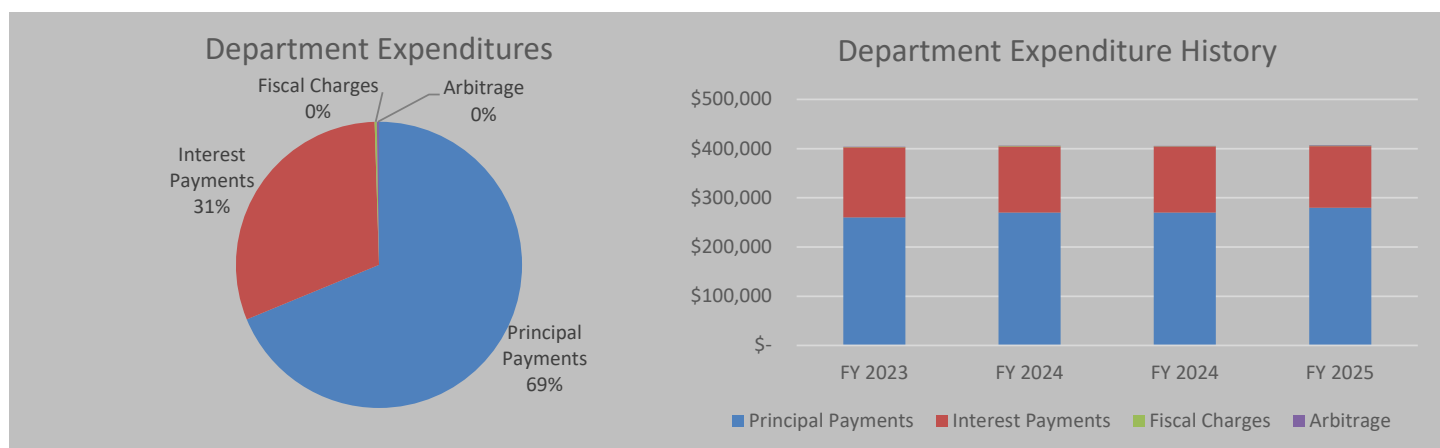
Revenue Assumptions:

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 Street Capital Projects 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 \$.055178 per \$100 of taxable value. Delinquent tax revenues and penalty and interest are calculated as a percentage of the delinquent

Debt Service Fund

Account Number	Account Name	FY 2023 Actual	FY 2024 Budget	FY 2024 Estimated	FY 2025 Budget
50-5-90-5601	Principal Payments	\$ 260,000	\$ 270,000	\$ 270,000	\$ 280,000
50-5-90-5611	Interest Payments	\$ 142,734	\$ 134,288	\$ 134,288	\$ 125,107
50-5-90-5621	Fiscal Charges	\$ 577	\$ 1,000	\$ 578	\$ 1,000
50-5-90-5631	Arbitrage	\$ 558	\$ 1,000	\$ 558	\$ 1,000
	Total Debt Service Expenditures	\$ 403,869	\$ 406,288	\$ 405,424	\$ 407,107





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 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 2025 rate is well this limit.

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.

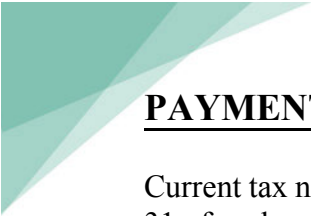
STATE REQUIREMENTS

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 but is lower than the de minimis rate, the voters may petition to hold an election to determine whether to reduce the tax rate adopted for the current year to the voter-approval rate. If the adopted tax rate exceeds the de minimis rate, the city shall hold an election 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.

"De minimis rate" means the rate that is equal to the no-new revenue rate + the rate that will generate \$500,000 in taxes + the current debt rate. The de minimis rate is only applicable to cities with a population of less than 30,000.



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 penalties 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 2025

- Tax Structure -

		<u>% of Appraised</u>	<u>Taxes Lost</u>
Total Appraised Value	\$ 904,423,477		
Cap on Homestead Increases	\$ (52,033,921)	5.75%	\$ (178,564)
23.231 Cap	\$ (5,573,947)	0.62%	\$ (19,128)
Total Assessed Value	\$ 846,815,609		
Charitable Organizations	\$ (11,700)	0.00%	\$ (40)
Veterans' Partial Exemptions	\$ (739,108)	0.08%	\$ (2,536)
Veterans' 100% HS Exemption	\$ (14,053,202)	1.55%	\$ (48,226)
Totally Exempt Property	\$ (89,219,290)	9.86%	\$ (306,173)
Freeport	\$ (99,867)	0.01%	\$ (343)
Over 65 Exemptions	\$ (4,746,582)	0.52%	\$ (16,289)
Pollution Control	\$ (35,523)	0.00%	\$ (122)
Total Exemptions	\$ (108,905,272)	18.41%	\$ (571,421)
Net Taxable Value	\$ 737,910,337	81.59%	
Tax Rate per \$100 Valuation	\$ 0.343169		
Estimated Tax Levy	\$ 2,532,280		
Estimated Collections at 98%	\$ 2,481,634		

- Comparison of Taxable Value, Levy, and Rates -

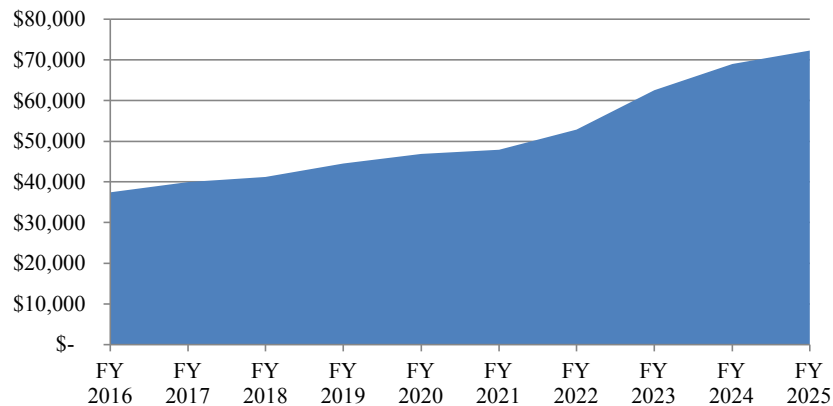
	FY 2022	FY 2023	FY 2024	FY 2025
Taxable Value	\$ 539,806,507	\$ 637,678,533	\$ 704,328,184	\$ 737,910,337
M&O - General Fund	\$ 0.296291	\$ 0.263142	\$ 0.266233	\$ 0.267991
M&O - Streets Capital Projects	\$ -	\$ -	\$ -	\$ 0.020000
Total Maint & Oper Tax Rate	\$ 0.296291	\$ 0.263142	\$ 0.266233	\$ 0.287991
Debt Service Tax Rate	\$ 0.078896	\$ 0.060027	\$ 0.056936	\$ 0.055178
Total Tax Rate	\$ 0.375187	\$ 0.323169	\$ 0.323169	\$ 0.343169
Tax Levy	\$ 2,025,284	\$ 2,060,779	\$ 2,276,170	\$ 2,532,280
Each \$1,000,000 of taxable valuation at 98% collection produces				\$ 3,363
Each \$0.01 of tax at 98% collection produces				\$ 72,315



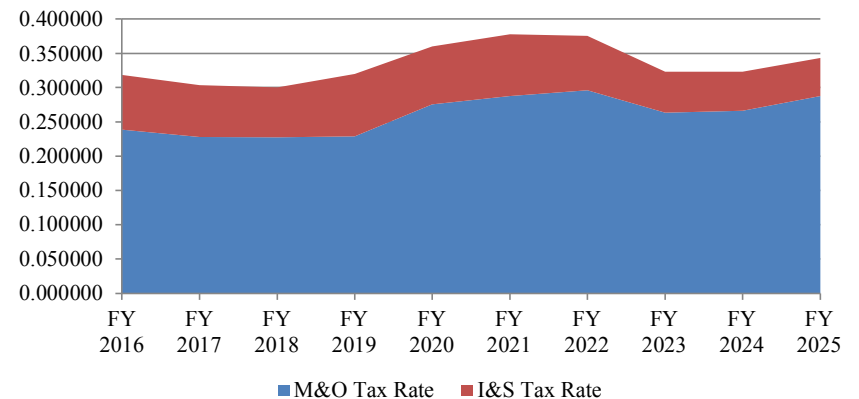
CITY OF BELLMEAD
Annual Budget
FY 2025
- HISTORICAL TAX DATA -

Fiscal Year	Tax Year	M&O Tax Rate	I&S Tax Rate	Total Tax Rate*	Appraised Value	Taxable Value	Tax Levy	Each \$0.01 of tax @ 98% collection
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
FY 2022	2021	0.296291	0.078896	0.375187	\$ 647,656,858	\$ 539,806,507	\$ 2,025,284	\$ 52,901
FY 2023	2022	0.263142	0.060027	0.323169	\$ 791,078,229	\$ 637,678,533	\$ 2,060,779	\$ 62,492
FY 2024	2023	0.266233	0.056936	0.323169	\$ 876,346,510	\$ 704,328,184	\$ 2,276,170	\$ 69,024
FY 2025	2024	0.287991	0.055178	0.343169	\$ 904,423,477	\$ 737,910,337	\$ 2,532,280	\$ 72,315

Each \$0.01 of Tax @ 98% Collection



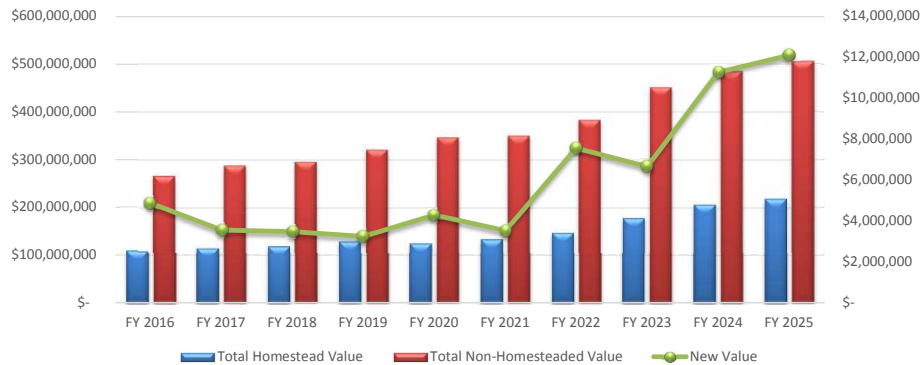
Total Tax Rate



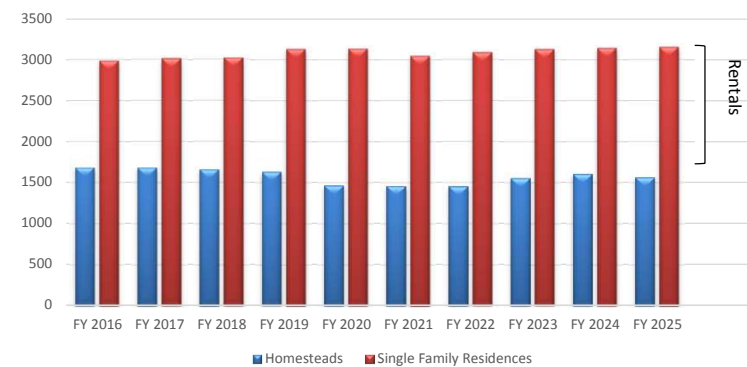
CITY OF BELLMEAD
Annual Budget
FY 2025
- HISTORICAL TAX DATA -

Fiscal Year	Tax Year	Homesteads	Single Family Residences	Average Homestead Market Value	Average Homestead Exemption	Average Homestead Taxable Value	Tax Levy - Average Homestead	Total Homestead Value	Total Non-Homesteaded Value	New Value	Total Taxable Value
FY 2016	2015	1685	2985	\$ 66,559	\$ 1,558	\$ 65,001	\$ 207	\$ 109,526,685	\$ 267,226,240	\$ 4,860,190	\$ 381,613,115
FY 2017	2016	1683	3010	\$ 71,557	\$ 2,771	\$ 68,786	\$ 209	\$ 115,766,838	\$ 288,362,104	\$ 3,554,060	\$ 407,683,002
FY 2018	2017	1660	3022	\$ 74,301	\$ 1,856	\$ 72,445	\$ 217	\$ 120,258,700	\$ 296,788,004	\$ 3,465,790	\$ 420,512,494
FY 2019	2018	1635	3131	\$ 86,921	\$ 7,288	\$ 79,633	\$ 255	\$ 130,199,955	\$ 321,387,163	\$ 3,240,240	\$ 454,827,358
FY 2020	2019	1470	3136	\$ 90,887	\$ 5,049	\$ 85,838	\$ 309	\$ 126,181,860	\$ 347,785,660	\$ 4,294,430	\$ 478,261,950
FY 2021	2020	1463	3046	\$ 97,872	\$ 5,772	\$ 92,100	\$ 348	\$ 134,742,300	\$ 350,847,610	\$ 3,520,390	\$ 489,110,300
FY 2022	2021	1458	3087	\$ 113,683	\$ 11,877	\$ 101,806	\$ 382	\$ 148,433,148	\$ 383,808,769	\$ 7,564,590	\$ 539,806,507
FY 2023	2022	1560	3129	\$ 148,305	\$ 33,666	\$ 114,639	\$ 370	\$ 178,836,840	\$ 452,187,033	\$ 6,654,660	\$ 637,678,533
FY 2024	2023	1611	3143	\$ 166,611	\$ 37,859	\$ 128,752	\$ 416	\$ 207,419,472	\$ 485,633,782	\$ 11,274,930	\$ 704,328,184
FY 2025	2024	1568	3154	\$ 173,015	\$ 33,086	\$ 139,929	\$ 480	\$ 219,408,672	\$ 506,399,185	\$ 12,102,480	\$ 737,910,337

Total Taxable Values



Single Family Residential







BONDED DEBT

The cost of acquisition for large capital items and the construction of infrastructure sometimes exceeds 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 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 2025 tax rate is well below all the limits.

Assessed Value, 2024 (FY 2025) Tax Roll	\$846,815,609
Limit on Amount Designated for Debt Service	<u> x 1.25%</u>
Legal Debt Limit	\$ 10,585,195
General Obligation Debt Service FY 2025	\$ 407,107

**City of Bellmead
Annual Budget
FY 2025
City Wide Debt**

Issue	Purpose	S&P Rating	Maturity Date	---Interest Rates---		Original Issue	Outstanding 10/01/24
				Low	High		
2014 CO's	Public Safety Vehicles, Street Improvements, Utility System Improvements	AA-	9/30/2034	2.00%	3.75%	8,500,000	5,130,000
2016 CO's	Utility System Improvements	AA-	9/30/2036	2.00%	3.00%	2,400,000	1,585,000
2018 CO's	Public Safety Vehicles	AA-	9/30/2038	3.00%	5.00%	1,995,000	1,515,000

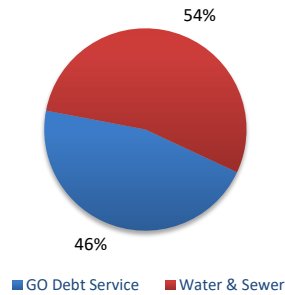
Total Bonded Debt						\$ 12,895,000	\$ 8,230,000
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By Fund:

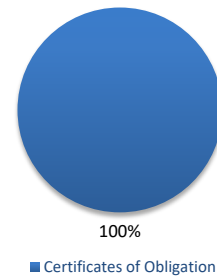
Issue	Last Maturity Date	---Interest Rates---		Original Issues	Outstanding 10/01/24
		Low	High		
GO Debt	8/1/2039	2.00%	5.00%	\$ 5,995,000	\$ 3,790,000
Water & Sewer	8/15/2033	0.40%	5.00%	6,900,000	4,440,000

Total Bonded Debt						\$ 12,895,000	\$ 8,230,000
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Debt Outstanding - Fund



Debt Outstanding - Type



**City of Bellmead
Annual Budget
FY 2025
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 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	\$ 5,130,000	\$ 935,979	\$ 1,585,000	\$ 301,125	\$ 1,515,000	\$ 392,661	\$ 8,230,000	\$ 1,629,765	\$ 9,859,765

**City of Bellmead
Annual Budget
FY 2025
General Obligation Debt
Schedule of Bonded Debt**

Issue	Purpose	Maturity Date	---Interest Rates--- Low High	Original Issue	Outstanding 10/01/24
2014 CO's - GO Portion	Public Safety Vehicles, Street Improvements	9/30/2034	2.00% 3.75%	4,000,000	2,275,000
2018 CO's	Public Safety Vehicles	9/30/2038	3.00% 5.00%	1,995,000	1,515,000
Total General Obligation Debt				\$ 5,995,000	\$ 3,790,000

City of Bellmead
Annual Budget
FY 2025
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 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	\$ 2,275,000	\$ 414,978	\$ 1,515,000	\$ 392,661	\$ 3,790,000	\$ 807,639	\$ 4,597,639

**City of Bellmead
Annual Budget
FY 2025
Water & Sewer Debt
Schedule of Bonded Debt**

Issue	Purpose	Maturity Date	---Interest Rates---			Original Issue	Outstanding 10/01/24
			Low	High			
2014 CO's - Revenue Portion	Water Storage Tank, Sewer Interceptor, WS Improvements	9/30/2034	2.00%	3.75%	\$	4,500,000	\$ 2,855,000
2016 CO's	Utility System Improvements	9/30/2036	2.00%	3.00%	\$	2,400,000	\$ 1,585,000
Total Revenue Debt						\$ 6,900,000	\$ 4,440,000

City of Bellmead
Annual Budget
FY 2025
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 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	\$ 2,855,000	\$ 521,001	\$ 1,585,000	\$ 301,125	\$ 4,440,000	\$ 822,126	\$ 5,262,126





FIVE YEAR FORECASTS

This section presents five-year forecasts for the City's major operating funds, providing a crucial financial tool for monitoring future budgets and actual results of operations. These prospective financial statements offer insights into the City's expected financial position, results of operations, and cash flows for one or more future periods. This year's forecast focuses on revenues and expenditures for the City's major operating funds: General Fund, Water and Sewer Fund, Drainage Fund, Street Maintenance Fund, and Economic Development Fund.

Historical Financial Context

Over the past decade, Bellmead's financial position has been heavily reliant on sales tax revenues. The City has also depended on subsidies from other funds to support the General Fund and has deferred routine maintenance and capital expenditures to maintain a low property tax rate. Similarly, utility rates have been kept at minimal levels, deferring necessary system maintenance and improvements. This deferment has led to critical infrastructure needs, which are now being addressed through planned rate increases and capital improvements.

Economic Development and Investment

The Bellmead Economic Development Corporation (BEDC) has historically maintained large fund balances, deferring economic development opportunities. However, starting in FY 2020, the BEDC began investing in the City's infrastructure. These investments, alongside the state's upgrades to Interstate 35, have spurred significant economic development in Bellmead.

Importance of the Forecast

The value of the five-year forecast lies not only in the numbers but also in the discussions it stimulates regarding policy issues and strategic responses to potential scenarios. It encourages proactive planning and strategy formulation to address future financial challenges.

Structure of the Forecast

A statement of revenues, expenditures, and changes in fund balance has been prepared for each major fund. Revenues are categorized by sources, while expenditures are presented by operating division or program area. Expense categories include salaries, benefits, supplies, maintenance, repairs, support services, and capital outlay. Each forecast includes a column showing the percentage change between FY 2020 and FY 2029.

Visualization

A bar graph is included after each forecast, illustrating fund projections over a five-year period. This graph compares revenues, expenditures, ending fund balance, and the fund balance

requirement as mandated by the City's Financial Governance Policy. The graph reflects the application of the most recent five-year historical trend for actual revenue collections and expenditures. Due to the City's conservative budgeting practices, revenues historically exceed budget expectations, while expenditures are generally realized below budgeted amounts.

Forecasting Methodology

Revenue projections are based on trend analyses over three, five, or ten years. Expense projections use the current Consumer Price Index (CPI) to estimate future costs. These forecasts provide a forward-looking view of the City's financial trajectory, helping staff and stakeholders understand potential future scenarios.

Capital and Infrastructure Investments

The forecasts also include projections for future investments in capital and infrastructure. These investments are critical for addressing deferred maintenance, accommodating growth, and ensuring the sustainability of the city's infrastructure. Planned capital improvements are factored into the expenditure projections, ensuring that the forecasts provide a comprehensive view of the city's financial future.

Conclusion

These five-year forecasts offer a glimpse into Bellmead's financial future, helping to ensure that the City remains financially healthy and capable of supporting its growing community. While these projections are based on statistical methods and historical trends, they are not definitive predictions but rather tools to guide informed decision-making and strategic planning.

The inclusion of future capital and infrastructure investments underscores the city's commitment to maintaining and improving essential services and facilities. This proactive approach ensures that Bellmead can meet future challenges and opportunities, maintaining fiscal responsibility and supporting community development.



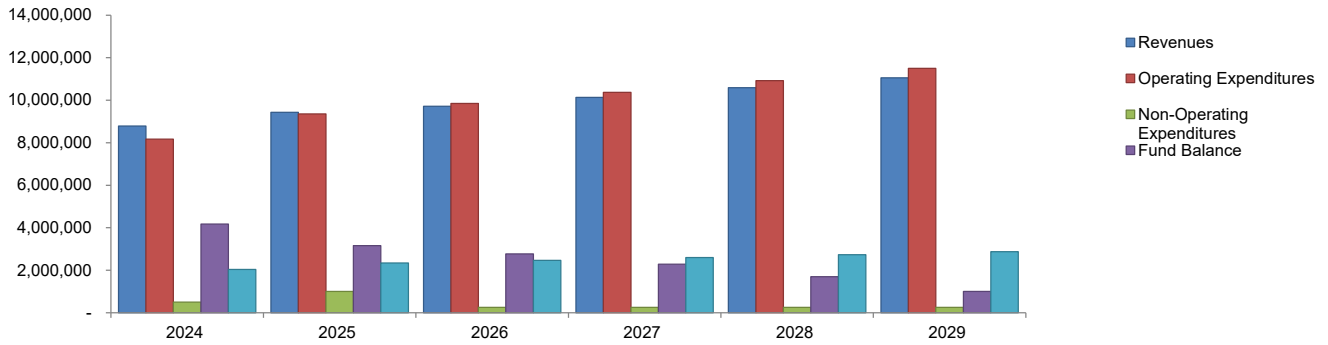
GENERAL FUND
Five Year Forecast
FY 2025

	2024 Estimated	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast	2024-2029 % Change
Revenues							
Property Taxes	1,884,305	2,009,983	2,080,332	2,153,144	2,228,504	2,306,502	22.41%
Sales Taxes	3,680,159	3,923,400	4,190,976	4,476,800	4,782,118	5,108,259	38.81%
Franchise Taxes	582,411	593,300	599,233	605,225	611,278	617,390	6.01%
Licenses and Permits	193,283	237,023	240,578	244,187	247,850	251,568	30.16%
Intergovernmental Revenues	428	716	716	716	716	716	67.29%
Charges for Services	1,608,735	1,708,600	1,725,686	1,742,943	1,760,372	1,777,976	10.52%
Fines and Forfeitures	290,358	330,700	340,621	350,840	361,365	372,206	28.19%
Investment Income	217,756	222,000	222,000	222,000	222,000	222,000	1.95%
Other Income	2,541	2,500	2,500	2,500	2,500	2,500	(1.61)%
Other Financing Sources	323,851	404,678	314,210	340,530	369,184	400,394	23.64%
Total Revenues	8,783,827	9,432,900	9,716,853	10,138,886	10,585,887	11,059,511	25.91%
Operating Expenditures							
General Government							
City Council	31,729	62,171	65,466	68,936	72,589	76,437	140.90%
Administration-City Manager	208,939	244,636	257,602	271,255	285,631	300,770	43.95%
Administration-City Secretary	127,426	134,061	141,166	148,648	156,526	164,822	29.35%
Finance-Operations	268,195	380,990	401,182	422,445	444,835	468,411	74.65%
Finance-Solid Waste	1,458,436	1,539,734	1,621,340	1,707,271	1,797,756	1,893,037	29.80%
Finance-Human Resources	87,910	139,358	146,744	154,521	162,711	171,335	94.90%
Community Development - Inspection	211,924	232,239	244,548	257,509	271,157	285,528	34.73%
Community Development - Planning	144,611	185,433	195,261	205,610	216,507	227,982	57.65%
Building Maintenance	66,065	182,783	192,470	202,671	213,413	224,724	240.16%
Other Costs	119,090	335,000	352,755	371,451	391,138	411,868	245.85%
	2,724,325	3,436,405	3,618,534	3,810,317	4,012,264	4,224,914	55.08%
Public Safety							
Municipal Court	154,063	146,260	154,012	162,174	170,770	179,820	16.72%
Police - Operations	3,239,800	3,015,444	3,175,263	3,343,551	3,520,760	3,707,360	14.43%
Police - Animal Control	105,185	202,742	213,487	224,802	236,717	249,263	136.98%
Police - Communications	-	470,872	495,828	522,107	549,779	578,917	N/A
Fire-Suppression	1,521,265	1,576,277	1,659,820	1,747,790	1,840,423	1,937,965	27.39%
Fire-Inspections	124,567	139,377	146,764	154,542	162,733	171,358	37.56%
Total Public Safety	5,144,881	5,550,972	5,845,174	6,154,968	6,481,181	6,824,684	32.65%
Public Works							
Fleet	98,165	119,257	125,578	132,233	139,242	146,621	49.36%
Total Public Works	98,165	119,257	125,578	132,233	139,242	146,621	49.36%
Culture & Recreation	199,272	250,940	264,240	278,245	292,991	308,520	54.82%
Total Operating Expenditures	8,166,643	9,357,574	9,853,525	10,375,762	10,925,678	11,504,739	40.87%

GENERAL FUND
Five Year Forecast
FY 2025

	2024 Estimated	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast	2024-2029 % Change
Non-Operating Expenditures							
Capital Outlay	-	-	250,000	250,000	250,000	250,000	N/A
Transfers to Capital Projects Fund	500,000	1,000,000	-	-	-	-	(100.00%)
Total Non-Operating Expenditures	500,000	1,000,000	250,000	250,000	250,000	250,000	(50.00%)
Total Expenditures	8,666,643	10,357,574	10,103,525	10,625,762	11,175,678	11,754,739	35.63%
Net Change in Fund Balance	117,184	(924,674)	(386,673)	(486,876)	(589,790)	(695,228)	(693.28%)
Fund Balance, Beginning	4,057,858	4,084,897	3,160,223	2,773,550	2,286,674	1,696,884	(58.18%)
Fund Balance, Ending	\$ 4,175,042	\$ 3,160,223	\$ 2,773,550	\$ 2,286,674	\$ 1,696,884	\$ 1,001,656	(76.01%)
Fund Balance Reserve	51.12%	33.77%	28.15%	22.04%	15.53%	8.71%	
Fund Balance Reserve 25%	\$ 1,796,661	\$ 2,339,394	\$ 2,463,381	\$ 2,593,941	\$ 2,731,419	\$ 2,876,185	

Forecast based upon Historical Trends



WATER & SEWER FUND

Five Year Forecast

FY 2025

	2024 Estimated	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast	2024-2029 % Change
Revenues							
Water Revenue	\$ 2,514,874	\$ 2,717,900	\$ 2,926,907	\$ 3,151,986	\$ 3,394,373	\$ 3,655,401	45.35%
Sewer Revenue	1,861,934	2,038,700	2,232,173	2,444,006	2,675,942	2,929,889	57.36%
Tap Fees	62,600	75,000	89,820	107,568	128,824	154,280	146.45%
WMARRS Revenue	55,965	56,900	57,873	58,863	59,869	60,893	8.81%
New Service/Transfer Fees	23,610	23,632	23,653	23,675	23,696	23,717	0.45%
NSF Check Fees	1,425	1,700	1,996	2,345	2,754	3,234	126.93%
Delinquent Penalties	128,686	140,500	153,412	167,511	182,905	199,714	55.19%
Recycling Proceeds	3,319	3,300	3,300	3,300	3,300	3,300	-0.57%
Investment Income	162,921	179,200	186,368	193,823	201,576	209,639	28.68%
Other Financing Sources	2,363	-	-	-	-	-	-100.00%
Total Revenues	4,817,697	5,236,832	5,675,502	6,153,075	6,673,238	7,240,065	50.28%
Expenses							
Operating Expenses							
Personnel	1,098,279	1,408,839	\$ 1,483,507	\$ 1,562,133	\$ 1,644,926	\$ 1,732,108	57.71%
Supplies	172,644	167,720	176,609	185,969	195,826	206,205	19.44%
Repairs & Maintenance	515,961	568,500	598,631	630,358	663,767	698,947	35.46%
Professional Services	118,728	242,802	255,671	269,221	283,490	298,515	151.43%
Services	500,433	591,973	623,348	656,385	691,173	727,806	45.44%
Water Purchases	395,843	413,240	435,142	458,204	482,489	508,061	28.35%
Sewer Treatment	877,772	650,909	685,407	721,734	759,986	800,265	-8.83%
Bad Debt Expense	5,000	10,000	10,000	10,000	10,000	10,000	100.00%
Total Operating Expenses	3,684,659	4,053,983	4,268,314	4,494,005	4,731,657	4,981,905	35.21%
Debt Service							
Debt Service	501,414	492,906	502,906	500,688	503,150	505,088	0.73%
Total Debt Service	501,414	492,906	502,906	500,688	503,150	505,088	0.73%

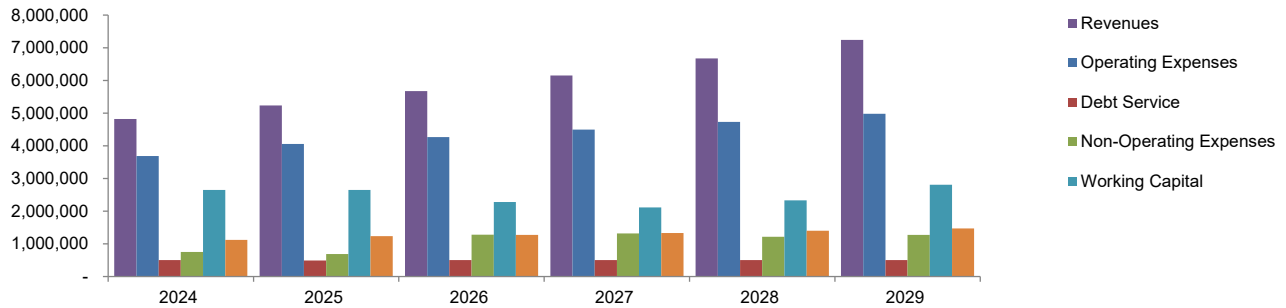
WATER & SEWER FUND

Five Year Forecast

FY 2025

	2024 Estimated	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast	2020-2029 % Change
Non-Operating Expenses							
Capital Outlay							
Facilities	-	-	500,000	500,000	500,000	500,000	N/A
Motor Vehicles	51,000	-	24,000	-	-	25,000	-50.98%
Machinery & Equipment	-	64,400	90,000	131,000	-	-	N/A
Total Capital Outlay	51,000	64,400	614,000	631,000	500,000	525,000	929.41%
Infrastructure Projects							
Waterwells	-	-	100,000	100,000	100,000	100,000	N/A
Total Infrastructure	-	-	100,000	100,000	100,000	100,000	N/A
Transfers Out							
Transfer to General Fund	305,290	388,063	314,210	340,530	369,184	400,394	31.15%
Transfers to Cap. Proj. Funds	395,004	237,480	250,000	250,000	250,000	250,000	-36.71%
Total Transfers Out	700,294	625,543	564,210	590,530	619,184	650,394	-7.13%
Total Non-Operating Expenses	751,294	689,943	1,278,210	1,321,530	1,219,184	1,275,394	69.76%
Total Expenses	4,937,367	5,236,832	6,049,430	6,316,223	6,453,991	6,762,387	36.96%
Net Change	(119,670)	-	(373,928)	(163,148)	219,247	477,678	-499.16%
Working Capital, Beginning	2,770,946	2,651,276	2,651,276	2,277,347	2,114,200	2,333,446	-15.79%
Working Capital, Ending	\$ 2,651,276	\$ 2,651,276	\$ 2,277,347	\$ 2,114,200	\$ 2,333,446	\$ 2,811,124	6.03%
Working Capital Reserve	59.03%	53.72%	44.78%	39.63%	41.64%	47.75%	
Working Capital Reserve - 25%	\$ 1,122,841	\$ 1,233,738	\$ 1,271,358	\$ 1,333,806	\$ 1,400,998	\$ 1,471,847	

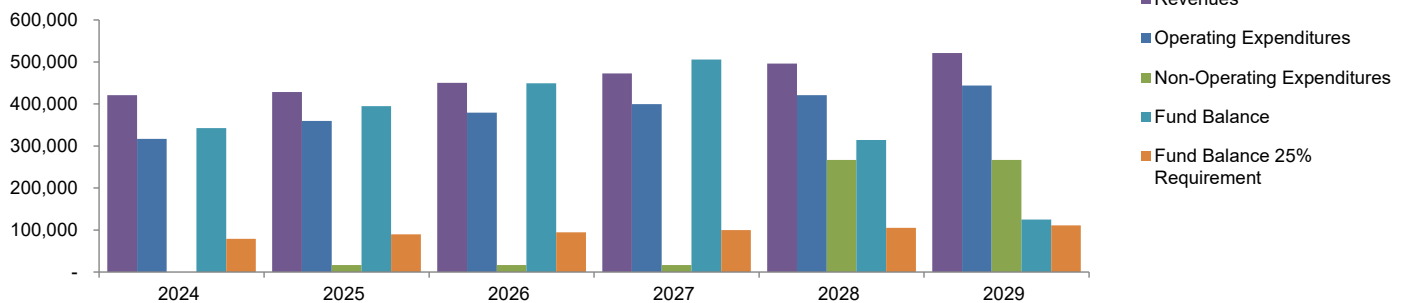
Forecast based upon Historical Trends



DRAINAGE FUND
Five Year Forecast
FY 2025

	2024 Estimated	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast	2024-2029 % Change
Revenues							
Storm Drainage Fees	\$ 388,429	\$ 407,851	\$ 428,244	\$ 449,656	\$ 472,139	\$ 495,745	27.63%
Delinquent Penalties	5,632	5,688	6,211	6,781	7,405	8,085	43.56%
Investment Income	15,011	15,000	15,600	16,224	16,873	17,548	16.90%
Other Financing Sources	11,800	-	-	-	-	-	-100.00%
Total Revenues	420,872	428,539	450,054	472,661	496,416	521,379	23.88%
Expenses							
Operating Expenditures							
Personnel	279,690	292,544	307,171	322,530	338,656	355,589	27.14%
Supplies	5,500	7,510	7,886	8,280	8,694	9,128	65.97%
Repairs & Maintenance	23,500	27,500	30,250	33,275	36,603	40,263	71.33%
Professional Services	5,000	6,159	6,467	6,790	7,130	7,486	49.73%
Services	3,494	26,018	27,319	28,685	30,119	31,625	805.14%
Total Operating Expenditures	317,184	359,731	379,093	399,560	421,201	444,092	40.01%
Non-Operating Expenditures							
Capital	-	-	-	-	250,000	250,000	N/A
Transfers	-	16,615	16,615	16,615	16,615	16,615	N/A
Total Non-Operating Expenses	-	16,615	16,615	16,615	266,615	266,615	N/A
Total Expenses	317,184	376,346	395,708	416,175	687,816	710,707	124.07%
Net Change	103,688	52,193	54,347	56,487	(191,400)	(189,328)	-282.59%
Fund Balance, Beginning	239,115	342,803	394,996	449,342	505,829	314,429	31.50%
Fund Balance, Ending	\$ 342,803	\$ 394,996	\$ 449,342	\$ 505,829	\$ 314,429	\$ 125,101	-63.51%
Fund Balance Reserve	108.08%	109.80%	118.53%	126.60%	74.65%	28.17%	
Fund Balance Reserve - 25%	\$ 79,296	\$ 89,933	\$ 94,773	\$ 99,890	\$ 105,300	\$ 111,023	

Forecast based upon Historical Trends



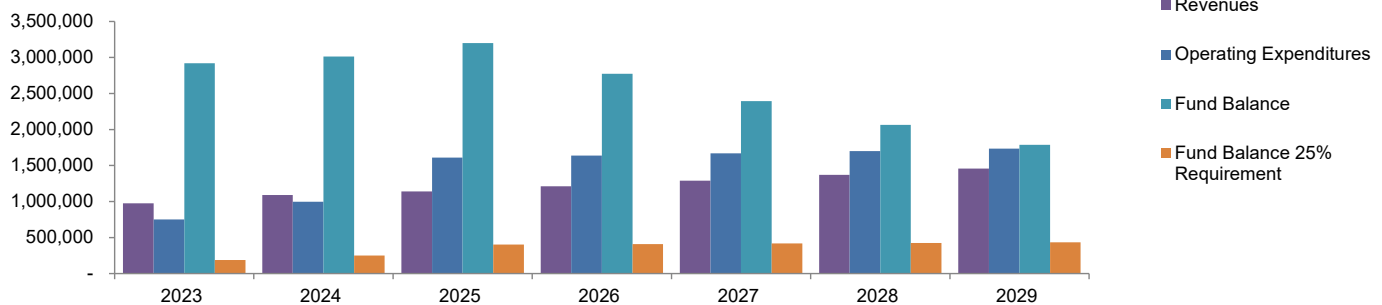
STREET MAINTENANCE FUND

Five Year Forecast

FY 2025

	2024 Estimated	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast	2024-2029 % Change
Revenues							
Sales Tax Revenue	\$ 900,884	\$ 962,300	\$ 1,027,640	\$ 1,097,417	\$ 1,171,932	\$ 1,251,506	38.92%
Charges for Services	1,060	-	-	-	-	-	-100.00%
Investment Income	177,368	177,368	184,463	191,841	199,515	207,495	16.99%
Other Financing Sources	10,183	-	-	-	-	-	-100.00%
Total Revenues	1,089,495	1,139,668	1,212,103	1,289,258	1,371,446	1,459,001	33.92%
Expenses							
Operating Expenditures							
Personnel	459,833	503,563	530,252	558,355	587,948	619,109	34.64%
Supplies	33,440	25,850	27,220	28,663	30,182	31,781	-4.96%
Repairs & Maintenance	493,072	1,059,000	1,059,000	1,059,000	1,059,000	1,059,000	114.78%
Professional Services	-	5,500	5,792	6,098	6,422	6,762	N/A
Services	9,953	14,760	15,542	16,366	17,233	18,147	82.33%
Total Operating Expenditures	996,298	1,608,673	1,637,806	1,668,482	1,700,785	1,734,800	74.12%
Total Expenses	996,298	1,608,673	1,637,806	1,668,482	1,700,785	1,734,800	74.12%
Net Change	93,197	(469,005)	(425,703)	(379,224)	(329,339)	(275,798)	-395.93%
Fund Balance, Beginning	2,919,776	3,667,997	3,198,992	2,773,289	2,394,065	2,064,727	-29.28%
Fund Balance, Ending	\$ 3,012,973	\$ 3,198,992	\$ 2,773,289	\$ 2,394,065	\$ 2,064,727	\$ 1,788,928	-40.63%
Fund Balance Reserve	302.42%	198.86%	169.33%	143.49%	121.40%	103.12%	
Fund Balance Reserve - 25%	\$ 249,074	\$ 402,168	\$ 409,451	\$ 417,121	\$ 425,196	\$ 433,700	

Forecast based upon Historical Trends



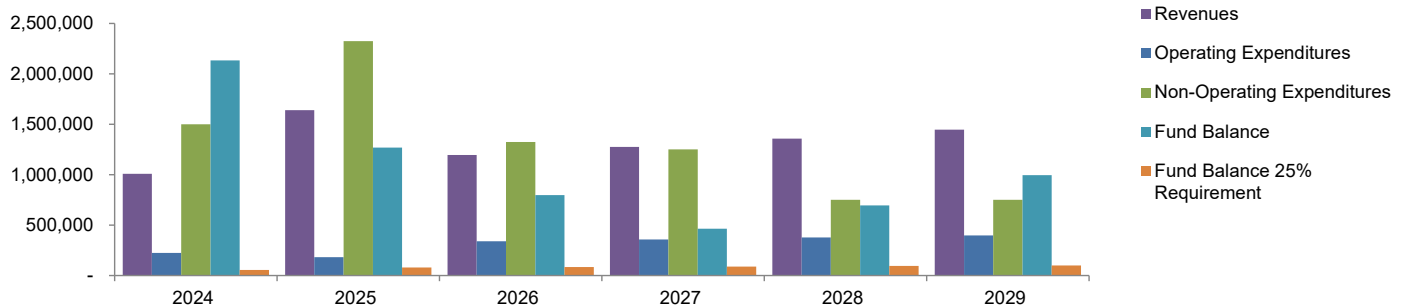
ECONOMIC DEVELOPMENT FUND

Five Year Forecast

FY 2025

	2024 Estimated	2025 Forecast	2026 Forecast	2027 Forecast	2028 Forecast	2029 Forecast	2024-2029 % Change
Revenues							
Sales Tax Revenue	\$ 900,884	\$ 962,300	1,027,929	1,098,034	1,172,920	1,252,913	39.08%
Investment Income	153,830	159,984	167,983	176,382	185,201	194,462	26.41%
Note Receivable Payments	-	-	-	-	-	-	N/A
Sale of Property	586,000	-	-	-	-	-	-100.00%
Total Revenues	1,640,714	1,122,284	1,195,912	1,274,416	1,358,121	1,447,374	-11.78%
Expenses							
Operating Expenditures							
Personnel	100,027	118,765	125,060	131,688	138,667	146,017	45.98%
Supplies	-	5,500	5,792	6,098	6,422	6,762	N/A
Repairs & Maintenance	-	-	-	-	-	-	N/A
Professional Services	52,173	141,673	149,182	157,088	165,414	174,181	233.85%
Services	29,414	57,293	60,330	63,527	66,894	70,439	139.48%
Total Operating Expenditures	181,614	323,231	340,362	358,401	377,397	397,399	118.82%
Non-Operating Expenditures							
Project Funding	20,000	100,000	100,000	100,000	100,000	100,000	400.00%
Capital Outlay	18,827	-	-	-	-	-	-100.00%
Transfer to Fund 15	150,000	150,000	150,000	150,000	150,000	150,000	0.00%
Transfer to Fund 22	500,000	-	-	-	-	-	-100.00%
Transfer to Fund 62	-	75,000	75,000	-	-	-	N/A
Transfer to Fund 65	750,000	-	1,000,000	1,000,000	500,000	500,000	-33.33%
Transfer to Fund 71	-	2,000,000	-	-	-	-	N/A
Total Non-Operating Expenses	1,438,827	2,325,000	1,325,000	1,250,000	750,000	750,000	-47.87%
Total Expenses	1,620,441	2,648,231	1,665,362	1,608,401	1,127,397	1,147,399	-29.19%
Net Change	20,274	(1,525,947)	(469,450)	(333,985)	230,724	299,975	1379.64%
Fund Balance, Beginning	1,333,351	2,793,844	1,267,897	798,446	464,461	695,185	-47.86%
Fund Balance, Ending	\$ 1,353,625	\$ 1,267,897	\$ 798,446	\$ 464,461	\$ 695,185	\$ 995,161	-26.48%
Fund Balance Reserve	745.33%	392.26%	234.59%	129.59%	184.21%	250.42%	
Fund Balance Reserve - 25%	\$ 45,403	\$ 80,808	\$ 85,091	\$ 89,600	\$ 94,349	\$ 99,350	

Forecast based upon Historical Trends



A. Introduction

The basic policies related to the City's financial and budgetary policies were formalized on March 25, 2019. In May 2021, the policies were amended by Resolution No. 2021-042 to revise and update the financial policies because of the Texas Property Tax reform and Transparency Act of 2019. In June 2023, the policies were amended by Resolution No. 2023-024 to revise and update the financial policies due to GASB Statements No. 96 "Subscription Based Information Technology Arrangements" and GASB Statements No. 98 "The Annual Comprehensive Financial Report".

The intent of the City's policies is to protect public assets and to foster reliance on public information for decision making purposes at all levels both internally and externally. The policies establish a framework within which the Mayor, City Council, City Manager, Chief Financial Officer, and all department directors shall establish the presence of integrity, ethics, competence, and a positive control environment. Managers and supervisory personnel are responsible for establishing, executing, and maintaining the financial policies and procedures at the detail level within their specific divisions.

B. General Policies

1. With respect to the interpretation and application of these policies, the City shall comply with all applicable federal and state laws, the City Charter and Code of City Ordinances, Governmental Accounting Standards Board (GASB) standards, and all bond covenants, whether existing or hereafter provided, and associated ordinances relating to all budget, accounting, reporting, disclosure, and finance activities, and financial policies. In any conflict between these policies and such governing law, standards or documents, such governing law, standards, or documents shall prevail. In Compliance
2. The City will seek out, apply for, and effectively administer Federal, State, and other grants that address the City's priorities and policy objectives and provide a positive benefit to the city. In Compliance

C. General Fund Reserve Policies

1. The City will maintain Fund Balance as additional insurance against disasters, emergencies, and economic instability. The City's desired minimum unassigned Fund Balance for any given fiscal year is 25% of General Fund expenditures for that fiscal year, excluding debt service payments and transfers for pay-as-you-go capital expenditures. In Compliance
2. If unassigned fund balance falls below 22%, the City shall refrain from making additional appropriations from fund balance based upon a timetable deemed adequate by the City Council, not to exceed three years. In Compliance
3. Unassigned fund balance more than 25% above may be appropriated for non-recurring capital projects or programs. In Compliance

D. Enterprise Funds Reserve Policy

1. Enterprise funds shall maintain a working capital balance of 25% of operating expenses (including operating transfers out and debt service payments) to mitigate financial risk. In Compliance
2. Working capital in excess of the 25% minimum may be appropriated for non-recurring capital projects or programs. In Compliance

E. Special Revenue Fund Reserve Policy

- | | |
|--|---------------|
| 1. The City will maintain an unassigned fund balance of 25% of operating expenditures in the hotel/motel tax fund, child safety fund, and the court security fund. | In Compliance |
|--|---------------|

F. Interfund Transfers

- | | |
|---|---------------|
| 1. Fund balance in excess of 25% in the General Fund may be transferred to the Capital Projects Fund. | In Compliance |
| 2. Working capital in excess of the 25% minimum may be transferred to the enterprise Capital Projects Fund. | In Compliance |

G. Operating Budget Policies - Revenues and Expenditures

- | | |
|--|---------------|
| 1. The City will adopt a Balanced Budget annually, with each fiscal year's budget presented to and passed by City Council before the beginning of that fiscal year and in accordance with state law, the City Charter, and local ordinances. | In Compliance |
| 2. Each enterprise fund of the City shall maintain revenues which support the full (direct and indirect) cost of the services provided. | In Compliance |

H. Debt Management Policies

- | | |
|---|---------------|
| 1. It is the City's goal to maintain base bond ratings of AA. | In Compliance |
| 2. Any capital project financed through the issuance of bonds shall be financed for a period not to exceed the lesser of 25 years or the average expected life of the assets. | In Compliance |
| 3. The City shall monitor all outstanding debt for the purposes of identifying refunding opportunities. | In Compliance |

I. Accounting, Auditing and Financial Reporting Policies

- | | |
|---|---------------|
| 1. Single Audit Report or other audits of Federal and State grant funds will be performed in compliance with applicable provisions of the Single Audit Act, applicable Office of Management and Budget Circulars, and other relevant federal, state, and local rules and regulations. | In Compliance |
| 2. Annual financial statements will be prepared in accordance with Generally Accepted Accounting Principles. | In Compliance |
| 3. An annual audit will be performed by an independent public accounting firm in accordance with Generally Accepted Government Auditing Standards and the opinion will be included in the Comprehensive Annual Financial Report. | In Compliance |
| 4. To the extent practicable, all Component Units of the City must follow all City accounting, audit, and financial reporting policies. | In Compliance |



City of Bellmead

Financial Governance Policies

June 13, 2023

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.	City of Bellmead Financial Policies requires an annual review of the Financial Policies.
July 25 th	Certified tax roll received from Appraisal District.	Property Tax Code 26.01(a) requires Chief Appraiser to submit certified roll by July 25th.
August 1 st – August 27 th	City Manager submits proposed budget to City Council. City Council sets the time and place of the public hearing on the budget.	- City of Bellmead Financial Policies III(D) states the City Manager will submit proposed budget after receipt of certified roll. - Local Government Code 102.005 requires the proposed budget be submitted to the municipal clerk before the 30th day before the tax rate is adopted. - 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 (voter-approval and no-new-revenue rates) submitted to City Council.	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 27 th	City Council sets preliminary tax rate.	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 no-new-revenue or voter-approval rate.
August 16 th – September 27 th	Budget public hearing(s) held.	- 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.
August 16 th – September 27 th	Tax rate public hearing held.	Property Tax Code Section 26.06(a) requires a public hearing if tax rate exceeds the no-new-revenue rate.
August 16 th - September 27 th	Adopt the Budget. Set the tax rate.	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.
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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 expenditure 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 no-new-revenue 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. 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

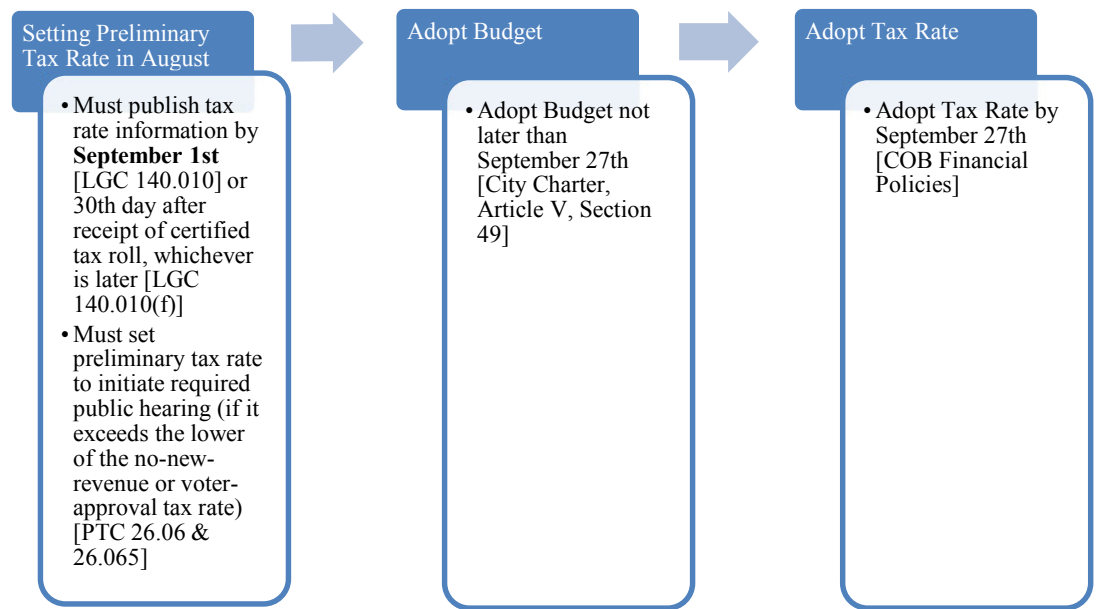
1. TAX RATE TYPES

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 voter-approval 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 Annual Comprehensive Financial Report (ACFR) 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 ACFR shall include the results of the annual audit prepared by independent certified public accountants designated by the City Council. The ACFR 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 ACFR 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 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 strive to maintain an unassigned fund balance in the General Debt Service Fund of 22% 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% 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 7% 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.

1. SUBSCRIPTION BASED INFORMATION TECHNOLOGY ARRANGEMENTS

The issuance of Statement 96 by GASB has mandated the capitalization of subscription-based information technology arrangements (SBITA's). Subscription-based arrangements whose total cost exceeds \$50,000 or more will be capitalized and amortized according to GASB rules.

2. 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.

B. 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.

C. 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.

D. 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 seven percent (7%) 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 costs 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

All employees are required to receive payroll payments in electronic format, 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

Master Fee Schedule



BELLMEAD MASTER FEE SCHEDULE

General Fees

Return Checks, Bank Drafts and Credit Card Fees	\$35 per occurrence
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Municipal Court Fees

Municipal Court Credit Card Processing Fee	5% of charge
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Bound Publications

Budget	\$35
CAFR	\$35
Charter	\$15
Comprehensive Plan	\$25
Notary Services not City Business Related	\$5

Publication Information Fees – In accordance with Government Code, Chapter 552

Public Safety Fees

Fire Department

Fire Report	\$6.00 per copy
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Police Department Records

Accident Reports	\$6.00 per copy
Solicitors Permit	\$100 per person
Replacement Permit	\$20 per person

Animal Control

Registration for Potbellied Pigs	\$5.00 per pet
Microchip Fee	\$15.00 per pet
Kennel Fee (SUP required in R-1, R-1A, R-2 Zoning)	\$150 per breeding pet, per year up to 3 breeding pets per residence
Animal Reclaim Fee Impounded at City of Waco	\$100 per claim
Animal Reclaim Fee Impounded with Bellmead	1 + hrs. \$50; \$25 charge each additional day per claim

Nuisance Abatement

By City:

Grass Mowing/Lot Cleanup (includes personnel)	\$100 per hour (2 hour minimum)
Debris Removal/Haul Costs	\$100 per hour per piece of City Equipment (includes operator) + disposal cost + 20% of disposal cost
Additional personnel	\$50 per hour

By Vendor:

Grass Mowing/Lot Cleanup/Debris Removal	Actual cost + 20%
Shopping Cart Retrieval Fee	\$75 per cart

BELLMEAD MASTER FEE SCHEDULE

Emergency Management: Hazardous Materials & Major Incident Responses

Engine	\$160 per hour, 1 hour minimum
Command Vehicle	\$100 per hour, 1 hour minimum
Police Vehicle	\$100 per hour, 1 hour minimum
Other, (Public Works, barricades, etc.)	\$100 per hour, 1 hour minimum
Additional Personnel	\$50 per hour, 1 hour minimum
City Supplied Water (as determined by calculating pumping time and rate)	\$8.85 per 1,000 gallons
Bulldozer (includes operator)	\$100 per hour, 2 hours minimum
Backhoe (includes operator)	\$100 per hour, 2 hours minimum
Dump Truck (includes operator)	\$100 per hour, 2 hours minimum
Sand (per cubic yard)	\$25, minimum 3 yards
Other Approved Absorbent as needed/required	Actual cost + 10%
Other Items Necessary to Control/Contain Incident	Actual cost + 10%
Disposal of Debris	Actual cost + 10%
Damaged Fire Hose	\$800 per 100' section + shipping and handling

BELLMEAD MASTER FEE SCHEDULE

Utility Rates

Water Rates

Residential

0-2,000 Gallons	\$22.18
2,000-5,000 Gallons	\$4.04/1,000 Gallons
5,001-15,000 Gallons	\$4.71/1,000 Gallons
15,001-25,000 Gallons	\$5.58/1,000 Gallons
>25,000 Gallons	\$6.43/1,000 Gallons

Sprinkler (Irrigation)

Demand Charge:

¾" or less	\$23.81
1"	\$38.37
1.5"	\$74.73
2"	\$118.37
3"	\$220.20
4"	\$365.66
6"	\$729.32
8"	\$1,165.71
10"	\$1,674.83
12"	\$3,129.47

Volumetric Rate:

0-2,000 Gallons	\$-
2,000-5,000 Gallons	\$6.49/1,000 Gallons
5,001-15,000 Gallons	\$7.51/1,000 Gallons
15,001-25,000 Gallons	\$8.88/1,000 Gallons
>25,000 Gallons	\$10.21/1,000 Gallons

Commercial

Demand Charge:

¾" or less	\$36.64
1"	\$56.70
1.5"	\$111.20
2"	\$176.70
3"	\$329.40
4"	\$547.40
6"	\$1,092.70
8"	\$1,747.00
10"	\$2,510.40
12"	\$4,691.40

Volumetric Rate:

0-2,000 Gallons	\$ -
2,001-15,000 Gallons	\$4.73/1,000 Gallons
15,001-25,000 Gallons	\$5.59/1,000 Gallons
>25,000 Gallons	\$6.44/1,000 Gallons

Outside City Limits

175% of City Rate

BELLMEAD MASTER FEE SCHEDULE

Wastewater Rates

Residential

0-1,000 Gallons	\$20.00
1,001 -7,500 Gallons	\$3.90 /1,000 Gallons
7,501 – 10,000 Gallons	\$4.48/1,000 Gallons
> 10,000 Gallons	\$0.00/1,000 Gallons

Commercial

0-1,000 Gallons	\$25.28
1,000 – 10,000 Gallons	\$4.69/1,000 Gallons
> 10,000 Gallons	\$5.39/1,000 Gallons

Outside City Limits	175% of City Rate
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Stormwater Drainage Rates

Residential	\$4.39 Monthly
Non-Residential	\$4.39 per Equivalent Residential Unit

Solid Waste Rates

Residential

Residential Unit	\$20.27 Monthly
Additional Carts (limit 2)	\$5.79 per Cart
Replacement Carts	\$75.24 per Cart

Commercial

Small Business Unit	\$40.52 Monthly
Additional Carts (limit 2)	\$13.15 per Cart
Replacement Carts	\$75.24 per Cart

Outside City Limits – No Longer Allowed

BELLMEAD MASTER FEE SCHEDULE

Dumpsters – monthly fee

	1x Week	2x Week	3x Week	4x Week	5x Week	6x Week
2 yard	\$92.61	\$141.24	\$196.07	\$250.05	\$302.14	\$407.48
3 yard	\$99.56	\$143.55	\$208.37	\$261.63	\$339.18	\$420.22
4 yard	\$106.50	\$181.74	\$217.63	\$280.15	\$347.29	\$480.42
6 yard	\$170.17	\$302.14	\$431.79	\$539.46	\$628.59	\$808.03
8 yard	\$210.69	\$324.14	\$463.05	\$579.97	\$711.94	\$965.46

Extra Pickup (in addition to regularly scheduled pickups)

\$92.61 / pickup

Dumpster Swap Out

\$55.13 per Container

Lock/Enclosure Service

\$17.64 monthly

Wheels/Casters

\$28.94 monthly

Caster/Lock Installation Fee

\$86.82 per Container

Compactors – monthly fee

	1x Week	2x Week	3x Week	4x Week	5x Week	6x Week
6 yard	\$250.63	\$501.25	\$751.88	\$1,002.50	\$1,253.13	\$1,503.75
8 yard	\$300.75	\$601.50	\$902.25	\$1,203.00	\$1,503.75	\$1,804.51
Compactor Extra Pickup (in addition to regularly scheduled pickups)					\$150.38/pickup	

Utility Deposits

Residential

30-Day Temporary Account

\$100

Non-Owner/Renter

\$250

Homeowner

\$200

Commercial

¾" Meter

\$350

1" Meter

\$425

1 ½" Meter

\$650

2" Meter

\$900

4" Meter

\$1100

6" Meter

\$1300

Fire Hydrant Meter

\$1300

Solid Waste Commercial Dumpsters/Compactors

All dumpster/compactor billing accounts are required to maintain a deposit in the amount equal to one monthly haul charge which will be applied to the final bill.

BELLMEAD MASTER FEE SCHEDULE

Other Utility Charges

Initial Connection Fee	\$50
Initial Connection Fee – After 3:00 pm (additional fee)	\$25
Disconnection Fees	\$50
Reconnection Fees after hour 3:00 pm (additional fee)	\$25
Transfer Fee	\$50
Service Fee	\$50
Re-read Fees by Field Technician	\$50
Meter Testing Fee (per statute)	\$25
Tampering with Meter Fee	\$500
Late Penalty (per statute)	10%

Utility Taps

Water Taps	
Residential - $\frac{3}{4}$ inch – Water Tap add on	\$2,000
Commercial – 1 inch – Water Tap add on	\$2,250
Commercial - 1 $\frac{1}{2}$ inch – Water Tap add on	\$2,750
Commercial - 2 inch – Water Tap add on	\$3,150
Larger than 2 inch – Water Tap add on actual cost-plus 20%	

Wastewater Taps	
Wastewater Tap Fee - 4 inch	\$2,000
Wastewater Tap Fee - 6 inch	\$3,000
Wastewater Tap Fee - 8 inch	Actual cost-plus 20%
Manhole Set	Actual cost-plus 20%

BELLMEAD MASTER FEE SCHEDULE

Community Development Fees

Zoning Change Application Fee	\$250
Variance Application Fee	\$250
Specific Use Permit	\$300
Zoning Verification Letter	\$75

Subdivision and Developments

Minor Plats	\$200 per plat
Preliminary Plat Fee	\$200 per plat + \$5 per lot
Final Plat	\$250 per plat
Plat Amendment	\$100 per plat
Replat	\$250 per replat if no Preliminary is required
Placing Traffic Control Devices and Street Name Signs. Applies to replacement signs due to accidents or vandalism.	\$300.00 for each sign assembly (typically includes pole, stop or yield sign and street name sign).
Third Party review	Actual cost + 10%

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	\$20 per space – no less than \$300 Total Charge
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BELLMEAD MASTER FEE SCHEDULE

Business Licenses

Bond for those requiring payment before delivery of services – Individual Permit or Master
\$1,000 or \$5,000 per permit

Restaurant Inspection Fees

License Fee	\$75 per year – Seating 0-10
License Fee	\$100 per year – Seating 11-30
License Fee	\$150 per year – Seating 31-50
License Fee	\$250 per year – Seating 51-100
License Fee	\$350 per year – Seating 101 or more
Late Payment Fee	\$10 per month
Reinstatement of Suspended License	\$50 per re-instatement

Certificate of Occupancy	\$150 per license
Temporary Certificate of Occupancy	\$150 per license (Valid for 30 days)
Hospital	\$250 annually
Nursing Home	\$250 annually
Rehab Facility (overnight)	\$250 annually
Retirement Center	\$250 annually
Sexually Oriented Business	\$750 annually
Short-Term Rental	\$300 annually
Indoor Amusement	\$100 annually

Alcoholic Beverage Licenses

Alcohol License and Permit Fees – One-half (1/2) of the state license and permit fees for each permit issued for premises located within the City of Bellmead.

Occupation Tax

Coin-Operated Machines (8 Liners)

one fourth (1/4) of the rate of the tax imposed under Texas Statutes Section 2153.451(b) for coin-operated machines.

Amusement Machine Tax:

Video Game Machines and Automated Pool Tables

Game Room	\$25 annually
Video Game/Electronic Machine	\$15 annually per machine

BELLMEAD MASTER FEE SCHEDULE

Merchant Permits

Bond for those requiring payment before delivery of services – Individual Permit or Master	\$1,000 or \$5,000 per permit
Mobile Food Vendor Permit (Food Truck)	\$75 per year
Re-Inspection Fee	\$50 per re-inspection

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

Garage Sale Permits

Garage Sale – 3 days	\$10 per permit
Garage Sale Sign Violation	\$50 per violation per day

Special Event Permits

Application Fee	\$100
Damage and Cleaning Deposit	\$500
Bellmead Fire Department	\$250 for each hour of standby per fire company
Bellmead Police Department	\$50 per hour, per officer (minimum 4 hours)
Public Works Traffic Control	\$50 per hour, per worker (minimum 4 hours)
Enclosed Tent and Bounce House	\$75 * flame retardant certificate required
Food Vendor (truck or tent)	\$75 * McLennan County Health Permit required
Sales Vendor	\$75
Alcohol Sales	\$150 * temp TABC License for the specific location required

Parade Permits

Application Fee	\$100
Damage and Cleaning Deposit	\$500
Bellmead Fire Department	\$250 for each hour of standby per fire company
Bellmead Police Department	\$50 per hour, per officer (minimum 4 hours)
Public Works Traffic Control	\$50 per hour, per worker (minimum 4 hours)

BELLMEAD MASTER FEE SCHEDULE

Building Permits

Note: Work without obtaining a permit will result in a penalty fee = Double Permit Fee

Contractor Registration

\$100 annually

New Residential Construction Including Additions

Single Family Construction Permit	\$200 for first 1,000 sq. ft. + 0.20 per sq. ft.
Duplex Construction Permit	\$250 for first 1,250 sq. ft. + 0.20 per sq. ft.
Multi-Family Construction Permit	\$250 for first 1,250 sq. ft. + 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)
Plan Review	\$50
Plan Review – Subdivisions and Developments	\$250
Third Party Review	Actual Cost + 10%

Residential Repairs/Remodel

Building Permit (Single Family and Duplex)	\$.40 per sq. ft; \$85 minimum
Multi-Family	\$125 for first 1,000 sq. ft. + 0.20 per sq. ft.
Electrical	\$85 base fee + \$12 up to 400 amps; \$26.50 up to 401-1,000 amps; \$40 over 1,000 amps
Mechanical	\$85 base fee + \$20 per unit up to 5 tons; \$45 per unit over 5 tons
Plumbing	\$85 base fee + \$8 for each plumbing fixture, grease trap, sand trap, water heater, and gas fired appliance; \$35 water line/sewer

BELLMEAD MASTER FEE SCHEDULE

Residential – General Permits

Carport Permit	\$75
Concrete Pad	\$50 (Driveway, Patio)
Deck/Patio Permit	\$50
Deck/Patio Cover	\$35
Deck/Patio Enclosure	\$85
Demolition	\$100
Fence Permit	\$30
Gas Test	\$40
Grading/Clearing/Filling Permit	\$50
Irrigation System with backflow	\$50 per permit
Irrigation Heads	\$1 per head
Moving a Building or Structure	\$250
Non-Permit Inspection	\$35 per inspection
Re-Inspection	\$55 per re-inspection
Roof Permit	\$35 per permit
Storage Building	\$0.20 per square foot
Solar Photovoltaic System	\$200.00
Swimming Pool Permit	\$100 per permit
Temporary-Pole (T-Pole)	\$50 per permit

New Commercial Construction Including Additions

New Commercial Permit	\$250 for first 1,000 sq. ft. + 0.20 per sq. ft.
Electrical Permit	\$85 base fee + \$12 up to 400 amps; \$26.50 up to 401-1,000 amps; \$40 over 1,000 amps
Plumbing	\$85 base fee; \$5 per drain, trap, fixture; \$35 water line/sewer
Mechanical	\$85 base fee + \$20 per unit up to 5 tons; \$45 per unit over 5 tons; \$5 per air handler unit up to 10,000 CFM; \$8 per air handler unit over 10,000 CFM; \$20 per heating unit up to 250,000 BTU; \$45 per heating unit over 250,000 BTU; \$10 per PTAC/VTAC unit
Plan Review	\$250.00
Third Party Review	Actual Cost + 10%

BELLMEAD MASTER FEE SCHEDULE

Commercial Repairs/Remodel

Building Permit	\$125 for first 1,000 sq. ft. + 0.20 per sq. ft.
Electrical Permit	\$85 base fee + \$12 up to 400 amps; \$26.50 up to 401-1,000 amps; \$40 over 1,000 amps
Plumbing	\$85 base fee; \$5 per drain, trap, fixture; \$35 water line/sewer
Mechanical	\$85 base fee + \$20 per unit up to 5 tons; \$45 per unit over 5 tons; \$5 per air handler unit up to 10,000 CFM; \$8 per air handler unit over 10,000 CFM; \$20 per heating unit up to 250,000 BTU; \$45 per heating unit over 250,000 BTU; \$10 per PTAC/VTAC unit
Plan Review	\$250.00
Third Party Review	Actual Cost + 10%

Commercial – General Permits

Backflow Annual Permit Fee	\$25
Installation Backflow Device	\$40
* Each Additional Backflow Device	\$10
Commercial Demolition	\$200
Concrete Pad	\$150 for first 1,000 sq. ft. + .05 per additional sq. ft.
Fence	\$50
Gas Test	\$40
Grading/Clearing/Filling Permit	\$100
Irrigation System with Backflow	\$50
Irrigation Heads	\$1 per head
Moving a Building or Structure	\$250 per permit
Network Nodes/Communication -Application Fee	\$450 for up to 5 Network Nodes, and \$200 for each additional Network Node on a permit (up to 30, per Sec. 284.152 Tex. Loc. Gov't Code)
Node Support Poles – Application Fee	\$500
Network Nodes – Annual Rental Rate (City Property)	\$1,000
Re-inspection	\$55
Roof Permit	\$100.00 for the 1 st 1,250 square feet + \$0.10 per additional square foot.
Solar Photovoltaic System	\$250.00
Storage/Accessory Building	\$75 base fee; \$9 per \$1,000
Swimming Pool/Spa	\$150 each
Temporary Pole (T-Pole)	\$50

BELLMEAD MASTER FEE SCHEDULE

Sign Permits

Signs up to 50 sq. ft.	\$50 per permit
Signs 51 sq. ft. to 100 sq. ft.	\$75 per permit
Signs greater than 100 sq. ft.	\$100 per permit
Sign Demolition	\$150 per permit
Sign Electrical Permit	\$150 per sign
Commercial/Billboard Sign	\$150 per sign

Fire Protection Permits

Fire Sprinkler System	\$75
*Per Head	\$0.50
Fire Underground Main	\$65
*Fire Main Backflow Device	\$10 (New)
Fire Pump	\$75
Standpipe System	\$75
*Per Outlets	\$5
Fire Alarm System	\$75
*Per Device	\$1.50
Hood & Duct System	\$50
*Per Nozzle	\$3
Commercial Paint Spray Booth	\$75
*Per Head	\$2.50
Other Fire Suppression System	\$50
*Per Head	\$2.50
Fireworks Storage	\$300 with a Specific Use Permit
Burn Permit	\$500 plus \$500/hour standby (required)

Storage Tank Removal/Installation Permits

First Tank - Installation	\$80
Additional Tanks (at same location)	\$25
*Each dispensing nozzle	\$2
First Tank – Removal	\$75
Additional Tanks (at same location)	\$50
*Each dispensing nozzle	\$2
Re-Inspection on any permit issued (flat fee)	\$165 per inspection
*After Hours/Partial Inspection	\$200

Utility 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, right-of-way, or place	\$50 per dig

BELLMEAD MASTER FEE SCHEDULE

Civic Center Deposits/Fees

Deposits		Maximum Capacity
Auditorium		\$250 (300 People)
Lions Room		\$200 (100 People)
Senior Room		\$200 (100 People)
Alcohol Deposit (add on)		\$300
Rentals		
Auditorium:	Monday – Thursday	8 hours - \$385 per booking
	Friday – Sunday, Holidays	8 hours - \$770 per booking
	Monday – Thursday	All Day 8am-Midnight - \$475 per booking
	Friday – Sunday, Holidays	All Day 8am-Midnight - \$945 per booking
Lions Room:	Monday – Thursday	4 hours - \$205 per booking
	Friday – Sunday, Holidays	4 hours - \$290 per booking
	Monday – Thursday	8 hours - \$275 per booking
	Friday – Sunday, Holidays	8 hours - \$385 per booking
	Monday – Thursday	All Day 8am-Midnight - \$335 per booking
	Friday – Sunday, Holidays	All Day 8am-Midnight - \$475 per booking
Senior Room:	Monday – Thursday	4 hours - \$225 per booking
	Friday – Sunday, Holidays	4hours - \$380 per booking
	Monday – Thursday	8 hours - \$300 per booking
	Friday – Sunday, Holidays	8 hours - \$495 per booking
	Monday – Thursday	All Day 8am-Midnight - \$370 per booking
	Friday – Sunday, Holidays	All Day 8am-Midnight - \$605 per booking
Bridal Room:		\$50 per booking
Any additional hour added		\$100 per hour
Room Reset Fee		\$100 per reset

Civic Center Rental Rate for Non-Profit Organizations

Monday-Thursday 8:00 am – 4:00 pm only (holidays excluded)

Deposits		Maximum Capacity
Auditorium		\$0.00 (300 People)
Lions Room		\$0.00 (100 People)
Senior Room		\$0.00 (100 People)
Rentals		
Auditorium:		\$25 per hour
Lions Room:		\$25 per hour
Senior Room:		\$25 per hour
Room Reset Fees		\$100 per reset

BELLMEAD MASTER FEE SCHEDULE

Civic Center Security Rates (Required if alcohol is present)

Security Fee	Fees	Number of Officers Required
Auditorium	\$50 per hour, per officer (minimum 4 hours)	2
Lions Room	\$50 per hour, per officer (minimum 4 hours)	1
Senior Room	\$50 per hour, per officer (minimum 4 hours)	1

Brame Park Rental Fees (2 hour minimum)

Pavilion A	\$25 per hour
Pavilion B	\$25 per hour
Pavilion C	\$15 per hour
Pavilion D	\$25 per hour
Pavilion E	\$15 per hour
Damage/Cleaning Deposit (Pavilion A-E)	\$100
Full Park Rental	\$600 all day
Damage/Cleaning Deposit (Full Park)	\$300

Lion's Park Rental Fees (2 hour minimum)

Practice Field without lights	\$40 per hour
Practice Field with lights	\$60 per hour
Concession Stand	\$75 per hour
Pavilion F	\$15 per hour
Damage/Cleaning Deposit (Ballfields)	\$150
Damage/Cleaning Deposit (Pavilion F)	\$100

Devorsky Park Rental Fees (2 hour minimum)

Pavilion G-H	\$25 per hour
Damage/Cleaning Deposit (Pavilion G-H)	\$100

Memorial Trees and Rosebushes

Rosebush w/stake marker	\$50
10 ft. tree w/stake market	\$300
10 ft tree w/marker	\$450
6 ft bench w/marker	\$950

BELLMEAD MASTER FEE SCHEDULE

ADOPTION HISTORY

<u>March 10, 2020</u>	<u>Ordinance 2020-01</u>
<u>July 14, 2020</u>	<u>Ordinance 2020-06</u>
<u>September 1, 2020</u>	<u>Ordinance 2020-11</u>
<u>November 10, 2020</u>	<u>Ordinance 2020-17</u>
<u>January 12, 2021</u>	<u>Ordinance 2021-01</u>
<u>May 11, 2021</u>	<u>Ordinance 2021-15</u>
<u>August 10, 2021</u>	<u>Ordinance 2021-18</u>
<u>September 14, 2021</u>	<u>Ordinance 2021-26</u>
<u>September 13, 2022</u>	<u>Ordinance 2022-03</u>
<u>December 13, 2022</u>	<u>Ordinance 2022-11</u>
<u>September 12, 2023</u>	<u>Ordinance 2023-10</u>
<u>September 10, 2024</u>	<u>Ordinance 2024-08</u>



2024 Tax Rate Calculation Worksheet

Taxing Units Other Than School Districts or Water Districts

Form 50-856

City of Bellmead

254-799-2436

Taxing Unit Name

Phone (area code and number)

3015 Bellmead Dr, Waco, TX 76705

<https://bellmead.com>

Taxing Unit's 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 Form 50-859 *Tax Rate Calculation Worksheet, School District without Chapter 313 Agreements* or Comptroller Form 50-884 *Tax Rate Calculation Worksheet, School District with Chapter 313 Agreements*.

Water districts as defined under Water Code Section 49.001(1) do not use this form, but instead use Comptroller Form 50-858 *Water District Voter-Approval Tax Rate Worksheet for Low Tax Rate and Developing Districts* or Comptroller Form 50-860 *Developed Water District Voter-Approval Tax Rate Worksheet*.

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.

SECTION 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 years. When appraisal values increase, the NNR tax rate should decrease.

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 operations 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 Tax Rate Worksheet	Amount/Rate
1.	Prior year total taxable value. Enter the amount of the prior year taxable value on the prior year 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 (adjustment is made by deducting TIF taxes, as reflected in Line 17). ¹	\$ 654,293,163
2.	Prior year tax ceilings. Counties, cities and junior college districts. Enter the prior year 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 last year or a prior year for homeowners age 65 or older or disabled, use this step. ²	\$ 0
3.	Preliminary prior year adjusted taxable value. Subtract Line 2 from Line 1.	\$ 654,293,163
4.	Prior year total adopted tax rate.	\$ 0.323169 /\$100
5.	Prior year taxable value lost because court appeals of ARB decisions reduced the prior year's appraised value. A. Original prior year ARB values: \$ 32,447,950 B. Prior year values resulting from final court decisions: - \$ 31,000,000 C. Prior year value loss. Subtract B from A.³	\$ 1,447,950
6.	Prior year taxable value subject to an appeal under Chapter 42, as of July 25. A. Prior year ARB certified value: \$ 50,230,373 B. Prior year disputed value: - \$ 9,143,898 C. Prior year undisputed value. Subtract B from A.⁴	\$ 41,086,475
7.	Prior year Chapter 42 related adjusted values. Add Line 5C and Line 6C.	\$ 42,534,425

¹ Tex. Tax Code §26.012(14)

² Tex. Tax Code §26.012(14)

³ Tex. Tax Code §26.012(13)

⁴ Tex. Tax Code §26.012(13)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
8.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Add Line 3 and Line 7.	\$ 696,827,588
9.	Prior year taxable value of property in territory the taxing unit deannexed after Jan. 1, 2023. Enter the prior year value of property in deannexed territory. ⁵	\$ 0
10.	Prior year taxable value lost because property first qualified for an exemption in the current year. 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 the current year does not create a new exemption or reduce taxable value. A. Absolute exemptions. Use prior year market value: \$ 32,860 B. Partial exemptions. Current year exemption amount or current year percentage exemption times prior year value: + \$ 488,148 C. Value loss. Add A and B.⁶	\$ 521,008
11.	Prior year 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 the current year. Use only properties that qualified for the first time in the current year; do not use properties that qualified in the prior year. A. Prior year market value: \$ 153,685 B. Current year productivity or special appraised value: - \$ 1,740 C. Value loss. Subtract B from A.⁷	\$ 151,945
12.	Total adjustments for lost value. Add Lines 9, 10C and 11C.	\$ 672,953
13.	Prior year captured value of property in a TIF. Enter the total value of the prior year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the prior year taxes were deposited into the tax increment fund. ⁸ If the taxing unit has no captured appraised value in line 18D, enter 0.	\$ 0
14.	Prior year total value. Subtract Line 12 and Line 13 from Line 8.	\$ 696,154,635
15.	Adjusted prior year total levy. Multiply Line 4 by Line 14 and divide by \$100.	\$ 2,249,755
16.	Taxes refunded for years preceding the prior tax year. Enter the amount of taxes refunded by the taxing unit for tax years preceding the prior tax 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 the prior tax year. This line applies only to tax years preceding the prior tax year. ⁹	\$ 4,708
17.	Adjusted prior year levy with refunds and TIF adjustment. Add Lines 15 and 16. ¹⁰	\$ 2,254,463
18.	Total current year taxable value on the current year 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. ¹¹ A. Certified values: \$ 737,651,737 B. Counties: Include railroad rolling stock values certified by the Comptroller's office: + \$ 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 current year captured appraised value of property taxable by a taxing unit in a tax increment financing zone for which the current year taxes will be deposited into the tax increment fund. Do not include any new property value that will be included in Line 23 below.¹² - \$ 0 E. Total current year value. Add A and B, then subtract C and D.	\$ 737,651,737

⁵ Tex. Tax Code §26.012(15)⁶ Tex. Tax Code §26.012(15)⁷ Tex. Tax Code §26.012(15)⁸ Tex. Tax Code §26.03(c)⁹ Tex. Tax Code §26.012(13)¹⁰ Tex. Tax Code §26.012(13)¹¹ Tex. Tax Code §26.012, 26.04(c-2)¹² Tex. Tax Code §26.03(c)

Line	No-New-Revenue Tax Rate Worksheet	Amount/Rate
19.	Total value of properties under protest or not included on certified appraisal roll. ¹³ A. Current year 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. ¹⁴ \$ 150,000 B. Current year 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. ¹⁵ + \$ 0 C. Total value under protest or not certified. Add A and B.	\$ 150,000
20.	Current year tax ceilings. Counties, cities and junior colleges enter current year 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 the prior year or a previous year for homeowners age 65 or older or disabled, use this step. ¹⁶	\$ 0
21.	Current year total taxable value. Add Lines 18E and 19C. Subtract Line 20. ¹⁷	\$ 737,801,737
22.	Total current year taxable value of properties in territory annexed after Jan. 1, of the prior year. Include both real and personal property. Enter the current year value of property in territory annexed. ¹⁸	\$ 0
23.	Total current year taxable value of new improvements and new personal property located in new improvements. New means the item was not on the appraisal roll in the prior year. 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, of the prior year and be located in a new improvement. New improvements do include property on which a tax abatement agreement has expired for the current year. ¹⁹	\$ 12,083,530
24.	Total adjustments to the current year taxable value. Add Lines 22 and 23.	\$ 12,083,530
25.	Adjusted current year taxable value. Subtract Line 24 from Line 21.	\$ 725,718,207
26.	Current year NNR tax rate. Divide Line 17 by Line 25 and multiply by \$100. ²⁰	\$ 0.310652 /\$100
27.	COUNTIES ONLY. Add together the NNR tax rates for each type of tax the county levies. The total is the current year county NNR tax rate. ²¹	\$ _____ /\$100

SECTION 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:

- 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.
- 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 Worksheet	Amount/Rate
28.	Prior year M&O tax rate. Enter the prior year M&O tax rate.	\$ 0.266233 /\$100
29.	Prior year taxable value, adjusted for actual and potential court-ordered adjustments. Enter the amount in Line 8 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 696,827,588

¹³ Tex. Tax Code §26.01(c) and (d)

¹⁴ Tex. Tax Code §26.01(c)

¹⁵ Tex. Tax Code §26.01(d)

¹⁶ Tex. Tax Code §26.012(6)(B)

¹⁷ Tex. Tax Code §26.012(6)

¹⁸ Tex. Tax Code §26.012(17)

¹⁹ Tex. Tax Code §26.012(17)

²⁰ Tex. Tax Code §26.04(c)

²¹ Tex. Tax Code §26.04(d)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
30.	Total prior year M&O levy. Multiply Line 28 by Line 29 and divide by \$100.	\$ 1,855,184
31.	Adjusted prior year levy for calculating NNR M&O rate. A. M&O taxes refunded for years preceding the prior tax year. 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 2023. This line applies only to tax years preceding the prior tax year..... + \$ 3,878 B. Prior year 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 current year captured appraised value in Line 18D, enter 0..... - \$ 0 C. Prior year 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 D below. The taxing unit receiving the function will add this amount in D below. Other taxing units enter 0. +/- \$ 0 D. Prior year M&O levy adjustments. Subtract B from A. For taxing unit with C, subtract if discontinuing function and add if receiving function..... \$ 3,878 E. Add Line 30 to 31D.	\$ 1,859,062
32.	Adjusted current year taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 725,718,207
33.	Current year NNR M&O rate (unadjusted). Divide Line 31E by Line 32 and multiply by \$100.	\$ 0.256168 /\$100
34.	Rate adjustment for state criminal justice mandate. ²³ A. Current year 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. Prior year 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 C. Subtract B from A and divide by Line 32 and multiply by \$100..... \$ 0.000000 /\$100 D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100
35.	Rate adjustment for indigent health care expenditures. ²⁴ A. Current year 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, of the prior tax year and ending on June 30, of the current tax year, less any state assistance received for the same purpose..... \$ 0 B. Prior year 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, 2022 and ending on June 30, 2023, 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 /\$100 D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100

²² [Reserved for expansion]²³ Tex. Tax Code §26.044²⁴ Tex. Tax Code §26.0441

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
36.	Rate adjustment for county indigent defense compensation. ²⁵ A. Current year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, of the prior tax year and ending on June 30, of the current tax year, less any state grants received by the county for the same purpose. \$ 0 B. Prior year indigent defense compensation expenditures. Enter the amount paid by a county to provide appointed counsel for indigent individuals and fund the operations of a public defender's office under Article 26.044, Code of Criminal Procedure for the period beginning on July 1, 2022 and ending on June 30, 2023, 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 /\$100 D. Multiply B by 0.05 and divide by Line 32 and multiply by \$100. \$ 0.000000 /\$100 E. Enter the lesser of C and D. If not applicable, enter 0.	\$ 0.000000 /\$100
37.	Rate adjustment for county hospital expenditures. ²⁶ A. Current year 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, of the prior tax year and ending on June 30, of the current tax year. \$ 0 B. Prior year 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, 2022 and ending on June 30, 2023. \$ 0 C. Subtract B from A and divide by Line 32 and multiply by \$100. \$ 0.000000 /\$100 D. Multiply B by 0.08 and divide by Line 32 and multiply by \$100. \$ 0.000000 /\$100 E. Enter the lesser of C and D, if applicable. If not applicable, enter 0.	\$ 0.000000 /\$100
38.	Rate adjustment for defunding municipality. This adjustment only applies to a municipality that is considered to be a defunding municipality for the current tax year under Chapter 109, Local Government Code. Chapter 109, Local Government Code only applies to municipalities with a population of more than 250,000 and includes a written determination by the Office of the Governor. See Tax Code Section 26.0444 for more information. A. Amount appropriated for public safety in the prior year. Enter the amount of money appropriated for public safety in the budget adopted by the municipality for the preceding fiscal year. \$ 0 B. Expenditures for public safety in the prior year. Enter the amount of money spent by the municipality for public safety during the preceding fiscal year. \$ 0 C. Subtract B from A and divide by Line 32 and multiply by \$100. \$ 0.000000 /\$100 D. Enter the rate calculated in C. If not applicable, enter 0.	\$ 0.000000 /\$100
39.	Adjusted current year NNR M&O rate. Add Lines 33, 34D, 35D, 36E, and 37E. Subtract Line 38D.	\$ 0.256168 /\$100
40.	Adjustment for prior year sales tax specifically to reduce property taxes. Cities, counties and hospital districts that collected and spent additional sales tax on M&O expenses in the prior year should complete this line. These entities will deduct the sales tax gain rate for the current year in Section 3. Other taxing units, enter zero. A. Enter the amount of additional sales tax collected and spent on M&O expenses in the prior year, if any. Counties must exclude any amount that was spent for economic development grants from the amount of sales tax spent. \$ 0 B. Divide Line 40A by Line 32 and multiply by \$100. \$ 0.000000 /\$100 C. Add Line 40B to Line 39.	\$ 0.256168 /\$100
41.	Current year 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 40C by 1.08. - or - Other Taxing Unit. If the taxing unit does not qualify as a special taxing unit, multiply Line 40C by 1.035.	\$ 0.265133 /\$100

²⁵ Tex. Tax Code §26.0442²⁶ Tex. Tax Code §26.0443

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
D41.	Disaster Line 41 (D41): Current year voter-approval M&O rate for taxing unit affected by disaster declaration. If the taxing unit is located in an area declared a disaster area and at least one person is granted an exemption under Tax Code Section 11.35 for property located in the taxing unit, the governing body may direct the person calculating the voter-approval tax rate to calculate in the manner provided for a special taxing unit. The taxing unit shall continue to calculate the voter-approval tax rate in this manner until the earlier of: 1) the first 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; or 2) the third tax year after the tax year in which the disaster occurred. If the taxing unit qualifies under this scenario, multiply Line 40C by 1.08. ²⁷ If the taxing unit does not qualify, do not complete Disaster Line 41 (Line D41).	\$ 0.000000 /\$100
42.	Total current year 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 budget as M&O expenses. 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. If the governing body of a taxing unit authorized or agreed to authorize a bond, warrant, certificate of obligation, or other evidence of indebtedness on or after Sept. 1, 2021, verify if it meets the amended definition of debt before including it here. ²⁸ Enter debt amount \$ 407,107 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 resources - \$ 0 E. Adjusted debt. Subtract B, C and D from A.	\$ 407,107
43.	Certified prior year excess debt collections. Enter the amount certified by the collector. ²⁹	\$ 0
44.	Adjusted current year debt. Subtract Line 43 from Line 42E.	\$ 407,107
45.	Current year anticipated collection rate. A. Enter the current year anticipated collection rate certified by the collector. ³⁰ 100.00 % B. Enter the prior year actual collection rate..... 99.00 % C. Enter the 2022 actual collection rate. 100.00 % D. Enter the 2021 actual collection rate. 106.00 % E. 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%. ³¹	100.00 %
46.	Current year debt adjusted for collections. Divide Line 44 by Line 45E.	\$ 407,107
47.	Current year total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 737,801,737
48.	Current year debt rate. Divide Line 46 by Line 47 and multiply by \$100.	\$ 0.055178 /\$100
49.	Current year voter-approval M&O rate plus current year debt rate. Add Lines 41 and 48.	\$ 0.320311 /\$100
D49.	Disaster Line 49 (D49): Current year voter-approval tax rate for taxing unit affected by disaster declaration. Complete this line if the taxing unit calculated the voter-approval tax rate in the manner provided for a special taxing unit on Line D41. Add Line D41 and 48.	\$ 0.000000 /\$100

²⁷ Tex. Tax Code §26.042(a)²⁸ Tex. Tax Code §26.012(7)²⁹ Tex. Tax Code §26.012(10) and 26.04(b)³⁰ Tex. Tax Code §26.04(b)³¹ Tex. Tax Code §§26.04(h), (h-1) and (h-2)

Line	Voter-Approval Tax Rate Worksheet	Amount/Rate
50.	COUNTIES ONLY. Add together the voter-approval tax rates for each type of tax the county levies. The total is the current year county voter-approval tax rate.	\$ 0.000000 /\$100

SECTION 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
51.	Taxable Sales. For taxing units that adopted the sales tax in November of the prior tax year or May of the current tax year, enter the Comptroller's estimate of taxable sales for the previous four quarters. ³² Estimates of taxable sales may be obtained through the Comptroller's Allocation Historical Summary webpage. Taxing units that adopted the sales tax before November of the prior year, enter 0.	\$ 0
52.	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. ³³ Taxing units that adopted the sales tax in November of the prior tax year or in May of the current tax year. Multiply the amount on Line 51 by the sales tax rate (.01, .005 or .0025, as applicable) and multiply the result by .95. ³⁴ - or - Taxing units that adopted the sales tax before November of the prior year. Enter the sales tax revenue for the previous four quarters. Do not multiply by .95.	\$ 0
53.	Current year total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 737,801,737
54.	Sales tax adjustment rate. Divide Line 52 by Line 53 and multiply by \$100.	\$ 0.000000 /\$100
55.	Current year 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> .	\$ 0.310652 /\$100
56.	Current year NNR tax rate, adjusted for sales tax. Taxing units that adopted the sales tax in November the prior tax year or in May of the current tax year. Subtract Line 54 from Line 55. Skip to Line 57 if you adopted the additional sales tax before November of the prior tax year.	\$ 0.310652 /\$100
57.	Current year voter-approval tax rate, unadjusted for sales tax. ³⁶ Enter the rate from Line 49, Line D49 (disaster) or Line 50 (counties) as applicable, of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.320311 /\$100
58.	Current year voter-approval tax rate, adjusted for sales tax. Subtract Line 54 from Line 57.	\$ 0.320311 /\$100

SECTION 4: Voter-Approval Tax Rate Adjustment 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	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
59.	Certified expenses from the Texas Commission on Environmental Quality (TCEQ). Enter the amount certified in the determination letter from TCEQ. ³⁷ The taxing unit shall provide its tax assessor-collector with a copy of the letter. ³⁸	\$ 0
60.	Current year total taxable value. Enter the amount from Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 737,801,737
61.	Additional rate for pollution control. Divide Line 59 by Line 60 and multiply by \$100.	\$ 0.000000 /\$100

³² Tex. Tax Code §26.041(d)

³³ Tex. Tax Code §26.041(i)

³⁴ Tex. Tax Code §26.041(d)

³⁵ Tex. Tax Code §26.04(c)

³⁶ Tex. Tax Code §26.04(c)

³⁷ Tex. Tax Code §26.045(d)

³⁸ Tex. Tax Code §26.045(i)

Line	Voter-Approval Rate Adjustment for Pollution Control Requirements Worksheet	Amount/Rate
62.	Current year voter-approval tax rate, adjusted for pollution control. Add Line 61 to one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties) or Line 58 (taxing units with the additional sales tax).	\$ 0.320311 /\$100

SECTION 5: Voter-Approval Tax Rate Adjustment for Unused Increment Rate

The unused increment rate is the rate equal to the sum of the prior 3 years Foregone Revenue Amounts divided by the current taxable value. ³⁹ The Foregone Revenue Amount for each year is equal to that year's adopted tax rate subtracted from that year's voter-approval tax rate adjusted to remove the unused increment rate multiplied by that year's current total value. ⁴⁰

The difference between the adopted tax rate and adjusted voter-approval tax rate is considered zero in the following scenarios:

- a tax year in which a taxing unit affected by a disaster declaration calculates the tax rate under Tax Code Section 26.042; ⁴¹
- a tax year in which the municipality is a defunding municipality, as defined by Tax Code Section 26.0501(a); ⁴² or
- after Jan. 1, 2022, a tax year in which the comptroller determines that the county implemented a budget reduction or reallocation described by Local Government Code Section 120.002(a) without the required voter approval. ⁴³

This section should only be completed by a taxing unit that does not meet the definition of a special taxing unit. ⁴⁴

Line	Unused Increment Rate Worksheet	Amount/Rate
63.	Year 3 Foregone Revenue Amount. Subtract the 2023 unused increment rate and 2023 actual tax rate from the 2023 voter-approval tax rate. Multiply the result by the 2023 current total value A. Voter-approval tax rate (Line 67) B. Unused increment rate (Line 66) C. Subtract B from A D. Adopted Tax Rate E. Subtract D from C F. 2023 Total Taxable Value (Line 60) G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	 \$ 0.302024 /\$100 \$ 0.000000 /\$100 \$ 0.302024 /\$100 \$ 0.323169 /\$100 \$ -0.021145 /\$100 \$ 713,520,269 \$ 0
64.	Year 2 Foregone Revenue Amount. Subtract the 2022 unused increment rate and 2022 actual tax rate from the 2022 voter-approval tax rate. Multiply the result by the 2022 current total value A. Voter-approval tax rate (Line 67) B. Unused increment rate (Line 66) C. Subtract B from A D. Adopted Tax Rate E. Subtract D from C F. 2022 Total Taxable Value (Line 60) G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	 \$ 0.330498 /\$100 \$ 0.010168 /\$100 \$ 0.320330 /\$100 \$ 0.323169 /\$100 \$ -0.002839 /\$100 \$ 637,459,854 \$ 0
65.	Year 1 Foregone Revenue Amount. Subtract the 2021 unused increment rate and 2021 actual tax rate from the 2021 voter-approval tax rate. Multiply the result by the 2021 current total value A. Voter-approval tax rate (Line 67) B. Unused increment rate (Line 66) C. Subtract B from A D. Adopted Tax Rate E. Subtract D from C F. 2021 Total Taxable Value (Line 60) G. Multiply E by F and divide the results by \$100. If the number is less than zero, enter zero.....	 \$ 0.368426 /\$100 \$ 0.000000 /\$100 \$ /\$100 \$ 0.375187 /\$100 \$ -0.006761 /\$100 \$ 536,042,254 \$ 0
66.	Total Foregone Revenue Amount. Add Lines 63G, 64G and 65G	\$ 0 /\$100
67.	2024 Unused Increment Rate. Divide Line 66 by Line 21 of the <i>No-New-Revenue Rate Worksheet</i> . Multiply the result by 100	\$ 0.000000 /\$100
68.	Total 2024 voter-approval tax rate, including the unused increment rate. Add Line 67 to one of the following lines (as applicable): Line 49, Line 50 (counties), Line 58 (taxing units with additional sales tax) or Line 62 (taxing units with pollution)	\$ 0.320311 /\$100

³⁹ Tex. Tax Code §26.013(b)

⁴⁰ Tex. Tax Code §26.013(a)(1-a), (1-b), and (2)

⁴¹ Tex. Tax Code §§26.04(c)(2)(A) and 26.042(a)

⁴² Tex. Tax Code §§26.0501(a) and (c)

⁴³ Tex. Local Gov't Code §120.007(d)

⁴⁴ Tex. Local Gov't Code §120.007(d)

SECTION 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.⁴⁴

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.⁴⁵

Line	De Minimis Rate Worksheet	Amount/Rate
69.	Adjusted current year NNR M&O tax rate. Enter the rate from Line 39 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.256168 /\$100
70.	Current year total taxable value. Enter the amount on Line 21 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 737,801,737
71.	Rate necessary to impose \$500,000 in taxes. Divide \$500,000 by Line 70 and multiply by \$100.	\$ 0.067768 /\$100
72.	Current year debt rate. Enter the rate from Line 48 of the <i>Voter-Approval Tax Rate Worksheet</i> .	\$ 0.055178 /\$100
73.	De minimis rate. Add Lines 69, 71 and 72.	\$ 0.379114 /\$100

SECTION 7: Voter-Approval Tax Rate Adjustment for Emergency Revenue Rate

In the tax year after the end of the disaster calculation time period detailed in Tax Code Section 26.042(a), a taxing unit that calculated its voter-approval tax rate in the manner provided for a special taxing unit due to a disaster must calculate its emergency revenue rate and reduce its voter-approval tax rate for that year.⁴⁶

Similarly, if a taxing unit adopted a tax rate that exceeded its voter-approval tax rate, calculated normally, without holding an election to respond to a disaster, as allowed by Tax Code Section 26.042(d), in the prior year, it must also reduce its voter-approval tax rate for the current tax year.⁴⁹

This section will apply to a taxing unit other than a special taxing unit that:

- directed the designated officer or employee to calculate the voter-approval tax rate of the taxing unit in the manner provided for a special taxing unit in the prior year; and
- the current year is the first tax year in which the total taxable value of property taxable by the taxing unit as shown on the appraisal roll for the taxing unit submitted by the assessor for the taxing unit to the governing body exceeds the total taxable value of property taxable by the taxing unit on January 1 of the tax year in which the disaster occurred or the disaster occurred four years ago. This section will apply to a taxing unit in a disaster area that adopted a tax rate greater than its voter-approval tax rate without holding an election in the prior year.

Note: This section does not apply if a taxing unit is continuing to calculate its voter-approval tax rate in the manner provided for a special taxing unit because it is still within the disaster calculation time period detailed in Tax Code Section 26.042(a) because it has not met the conditions in Tax Code Section 26.042(a)(1) or (2).

Line	Emergency Revenue Rate Worksheet	Amount/Rate
74.	2023 adopted tax rate. Enter the rate in Line 4 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ 0.323169 /\$100
75.	Adjusted 2023 voter-approval tax rate. Use the taxing unit's Tax Rate Calculation Worksheets from the prior year(s) to complete this line. If a disaster occurred in 2023 and the taxing unit calculated its 2023 voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) of the 2023 worksheet due to a disaster, complete the applicable sections or lines of <i>Form 50-856-a, Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> . - or - If a disaster occurred prior to 2023 for which the taxing unit continued to calculate its voter-approval tax rate using a multiplier of 1.08 on Disaster Line 41 (D41) in 2023, complete form 50-856-a, <i>Adjusted Voter-Approval Tax Rate for Taxing Units in Disaster Area Calculation Worksheet</i> to recalculate the voter-approval tax rate the taxing unit would have calculated in 2023 if it had generated revenue based on an adopted tax rate using a multiplier of 1.035 in the years following the disaster. ⁵⁰ Enter the final adjusted 2023 voter-approval tax rate from the worksheet. - or - If the taxing unit adopted a tax rate above the 2023 voter-approval tax rate without calculating a disaster tax rate or holding an election due to a disaster, no recalculation is necessary. Enter the voter-approval tax rate from the prior year's worksheet.	\$ 0.000000 /\$100
76.	Increase in 2023 tax rate due to disaster. Subtract Line 75 from Line 74.	\$ 0.000000 /\$100
77.	Adjusted 2023 taxable value. Enter the amount in Line 14 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
78.	Emergency revenue. Multiply Line 76 by Line 77 and divide by \$100.	\$ _____
79.	Adjusted 2023 taxable value. Enter the amount in Line 25 of the <i>No-New-Revenue Tax Rate Worksheet</i> .	\$ _____
80.	Emergency revenue rate. Divide Line 78 by Line 79 and multiply by \$100. ⁵¹	\$ 0.000000 /\$100

⁴⁵ Tex. Tax Code §26.04(c)(2)(B)

⁴⁶ Tex. Tax Code §26.012(8-a)

⁴⁷ Tex. Tax Code §26.063(a)(1)

⁴⁸ Tex. Tax Code §26.042(b)

⁴⁹ Tex. Tax Code §26.042(f)

⁵⁰ Tex. Tax Code §26.042(c)

⁵¹ Tex. Tax Code §26.042(b)

Line	Emergency Revenue Rate Worksheet	Amount/Rate
81.	Current year voter-approval tax rate, adjusted for emergency revenue. Subtract Line 80 from one of the following lines (as applicable): Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (taxing units with the additional sales tax), Line 62 (taxing units with pollution control) or Line 68 (taxing units with the unused increment rate).	\$ 0.320311 /\$100

SECTION 8: Total Tax Rate

Indicate the applicable total tax rates as calculated above.

No-new-revenue tax rate. \$ 0.310652 /\$100
 As applicable, enter the current year NNR tax rate from: Line 26, Line 27 (counties), or Line 56 (adjusted for sales tax).
 Indicate the line number used: 26

Voter-approval tax rate. \$ 0.320311 /\$100
 As applicable, enter the current year voter-approval tax rate from: Line 49, Line D49 (disaster), Line 50 (counties), Line 58 (adjusted for sales tax), Line 62 (adjusted for pollution control), Line 68 (adjusted for unused increment), or Line 81 (adjusted for emergency revenue).
 Indicate the line number used: 49

De minimis rate. \$ 0.379114 /\$100
 If applicable, enter the current year de minimis rate from Line 73.

SECTION 9: Taxing Unit Representative Name and Signature

Enter the name of the person preparing the tax rate as authorized by the governing body of the taxing unit. By signing below, you certify that you are the designated officer or employee of the taxing unit and have accurately calculated the tax rates using values that are the same as the values shown in the taxing unit's certified appraisal roll or certified estimate of taxable value, in accordance with requirements in the Tax Code.⁵²

**print
here**

Randy H Riggs

Printed Name of Taxing Unit Representative

**sign
here**

Taxing Unit Representative

Date

8.2.2024

⁵² Tex. Tax Code §§26.04(c-2) and (d-2)





Regular 7/9/2024
Item # 7B
CCM/R 2024-032

CITY COUNCIL MEMORANDUM FOR RESOLUTION

Prepared By: Karen Evans

City Manager Approval: Yost Zakhary

Designate Official to Calculate Tax Rates

DESCRIPTION:

Consider a memorandum/resolution designating the McLennan County Tax Assessor/Collector to calculate the no-new revenue tax rate, the voter approval tax rate, and the de minimis rate for the City of Bellmead.

BACKGROUND:

The State Legislature amended the Texas Tax Code in 2019 as part of its Property Tax reform. Texas Tax Code Sections 26.04 (c) and 26.17(e) requires 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 City after the assessor submits the certified appraisal roll. The McLennan County Tax Assessor/Collector calculates these rates for the City by contract.

FISCAL IMPACT or FUNDING SOURCE:

NA

RECOMMENDED MOTIONS:

Staff recommend designating the McLennan County Tax Assessor/Collector to calculate the no-new revenue tax rate, the voter approval tax rate, and the de minimis rate for the City of Bellmead.

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

That the above stated recommendation is hereby approved and authorized.

PASSED AND APPROVED at a regular meeting of the City Council of the City of Bellmead, Texas, this the 9 day of July, 2024, at which meeting a quorum was present, held in accordance with provisions of V.T.C.A., Government Code, § 551.001 *et seq.*

APPROVED


James Cleveland
Mayor

APPROVED AS TO FORM:


Charles Buenger
City Attorney



ATTEST:


Holly Owens
City Secretary

CITY OF BELLMEAD, TEXAS
ORDINANCE 2024-09

**AN ORDINANCE OF THE CITY OF BELLMEAD, TEXAS,
ADOPTING THE BUDGET FOR THE CITY OF BELLMEAD,
TEXAS FOR FISCAL YEAR 2025; 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, 2024 through September 30, 2025 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, 2024 through September 30, 2025, as filed with the City Secretary on August 8, 2024, which is incorporated herein as though copied herein verbatim.

SECTION II.

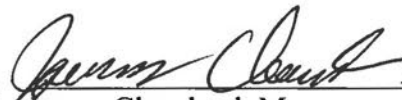
This ordinance shall become effective for the fiscal year 2024-25 as provided in the City of Bellmead Charter.

PASSED AND APPROVED on its first reading this the 10th day of September 2024.

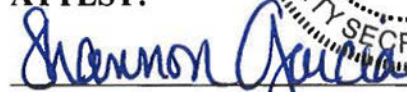
PASSED AND APPROVED on its second reading this the 10th day of September 2024.

PASSED AND ADOPTED on its third reading this the 10th day of September 2024.




James Cleveland, Mayor

ATTEST:


Shannon Garcia, Interim City Secretary

APPROVED AS TO FORM AND LEGALITY:


Charles Buenger, City Attorney



CITY COUNCIL MEMORANDUM FOR ORDINANCE

Prepared By: Karen Evans

Approval: Yousry Zakhary

Budget Adoption

DESCRIPTION:

Consider an Ordinance Adopting the Annual Budget for the City of Bellmead for the fiscal year October 1, 2024 through September 30, 2025. **(EMERGENCY READING)**

BACKGROUND:

Article V of Bellmead City Charter requires the City Manager to submit a proposed budget to City Council that provides a complete financial plan for the upcoming fiscal year. The proposed FY 2025 Annual Budget was submitted to City Council electronically and via hardcopy on August 8, 2024.

By a majority vote, the City Council must adopt the budget on or before the 27th day of the last month of the fiscal year (September 27th) or the budget as submitted by the City Manager is deemed to have been adopted. The budget is scheduled to be adopted September 10, 2024.

STAFF RECOMMENDATION:

Approve adopting the Annual Budget for the City of Bellmead for the fiscal year October 1, 2024 through September 30, 2025.

ATTACHMENT(S):

Ordinance 2024-09



CITY COUNCIL MEMORANDUM FOR RESOLUTION

Prepared By: Karen Evans

Approval: Yousry Zakhary

Ratify Tax Revenue Increase

DESCRIPTION:

Consider a memorandum/resolution ratifying the property tax revenue increase reflected in the Annual Budget for the fiscal year October 1, 2024, through September 30, 2025.

BACKGROUND:

In accordance with Local Government Code Section 102.007(c), adoption of a budget that will require raising 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.

This budget will raise more revenue from property taxes than last year's budget by an amount of \$275,269, which is a 12.20 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 \$41,467.

FISCAL IMPACT / FUNDING SOURCE:

This is the revenue source in the proposed budget.

STAFF RECOMMENDATION:

Staff recommends that the City Council ratify the property tax revenue increase reflected in the Annual Budget for the fiscal year October 1, 2024, through September 30, 2025.

ATTACHMENT(S):

N/A

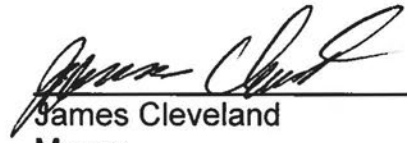
BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLMEAD:

That the above stated recommendation is hereby approved and authorized.

PASSED AND APPROVED at a regular meeting of the City Council of the City of

Bellmead, Texas, this the 10th day of September, 2024, at which meeting a quorum was present, held in accordance with provisions of V.T.C.A., Government Code, § 551.001 et seq.

APPROVED


James Cleveland
Mayor

APPROVED AS TO FORM:


City Attorney



ATTEST:


Shannon Garcia
Interim City Secretary



CITY COUNCIL MEMORANDUM FOR ORDINANCE

Prepared By: Karen Evans

Approval: Yousry Zakhary

Set Tax Rate

DESCRIPTION:

Consider an Ordinance setting the tax rate for FY 2025. **(EMERGENCY READING)**

BACKGROUND:

Chapter 26 of the Texas Property Tax Code requires taxing units to comply with truth-in-taxation laws when adopting their tax rates and requires a municipality to provide notice of the proposed property tax rate. The notice required by Property Tax Code Section 26.065 was published in the Waco Tribune on September 5, 2024.

The City has complied with all provisions of the truth-in-taxation laws regarding the adoption of the tax rate.

The City Manager's proposed FY 2025 Budget used the proposed tax rate of 34.3169¢ per \$100 valuation. On August 13, 2024, the Bellmead City Council set the proposed tax rate at the rate of 34.3169¢ per \$100 valuation. The proposed tax rate represents the maximum rate that can be adopted for the FY 2025 Budget. The no-new-revenue tax rate for FY 2025 (2024 tax year) is 31.0652¢. The voter-approval tax rate for FY 2025 (2024 tax year) is 32.0311¢.

It is now necessary that City Council adopt a final tax rate to support the Fiscal Year 2025 Annual Budget. Texas Tax Code requires the vote on an ordinance setting a tax rate that exceeds the no-new-revenue rate to be a record vote and approved by at least sixty (60) percent of the members of the governing body. To set the tax rate above the no-new-revenue rate of 31.0652¢, the ordinance must be approved by at least four (4) members of City Council.

RECOMMENDED MOTION:

I move that the property tax rate be increased by the adoption of a tax rate of 0.343169, which is effectively a 10.47 percent increase in the tax rate.

ATTACHMENT(S):

Ordinance 2024-10

CITY OF BELLMEAD
ORDINANCE NO. 2024-10

**AN ORDINANCE LEVYING TAXES FOR THE TAX YEAR 2024 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 \$0.287991 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 2024.

SECTION II.

That there be and is hereby levied for the use of the City of Bellmead, for the tax year 2024 for permanent improvements, an ad valorem tax of \$0.055178 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 \$0.343169 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 12.42 PERCENT AND WILL RAISE
TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY
APPROXIMATELY \$21.76.**

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 **10th** day of **September, 2024.**

PASSED AND ADOPTED on its second reading this the **10th** day of **September, 2024.**

PASSED AND ADOPTED on its third and final reading this the **10th** day of **September, 2024.**

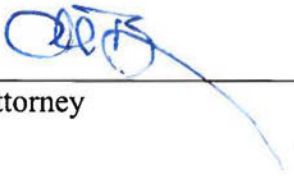



James Cleveland, Mayor

ATTEST:


Shannon Garcia, Interim City Secretary

APPROVED AS TO FORM AND LEGALITY:


City Attorney



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.



GLOSSARY

Budget: A financial plan for a specified period of time (fiscal year) that matches all planned revenues and expenditures with various municipal services.

Capital 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.

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.



GLOSSARY

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.

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.



GLOSSARY

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.

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.



GLOSSARY

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.

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.



GLOSSARY

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 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.



GLOSSARY

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).

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.



GLOSSARY

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



ACRONYMS

TCLEDDS: Texas Commission on Law Enforcement Data Distributions System
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