



Town of Northlake, Texas
Annual Budget 2008/2009

Cover Artwork

View of Northlake from Town Hall facing west

Whitfield Rock Wall (circa 1910)

Artist Rendering of Belmont Town Center, Courtesy of Realty Capital

Town of Northlake

Adopted Budget

For Fiscal Year Starting October 1, 2008

This budget will raise more total property taxes than last year's budget by \$138,120 or 29.74%, and of that amount, \$75,772 is tax revenue to be raised from new property added to the tax roll this year.

The above statement is required by Section 102.005(b), Local Government Code as amended by HB 3195 of the 80th Texas Legislature.

Town Council

Peter Dewing, Mayor

Jean Young, Mayor Pro Tem

Earl (Bo) Roberts

Daryl Kern

Danny Simpson

Kenn Smith

Drew Corn, Town Administrator

Shirley Rogers, Town Secretary

www.town.northlake.tx.us

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October 1, 2008

Honorable Mayor and Members of the Town Council
Town of Northlake
Northlake, Texas

It is my pleasure to present to you the Town of Northlake budget for the fiscal year 2008/2009. Per Town Ordinance, Council has directed me “to prepare and submit to the Town Council for its consideration and approval, prior to the beginning of each fiscal year, a budget of proposed revenue and expenditures for the ensuing year.” The budget illustrates to Council and residents how the resources of the Town are used.

This budget is to serve as an operating guide for management staff to aid in the control of financial resources, while complying with State requirements and following generally accepted accounting principles for government. Its intent is to present the Town’s Financial Plan for FY 2008/2009, illustrating appropriations and projected revenues by which the appropriations are funded. This budget is also intended to document for the citizens how the Town operates and the methods used to finance those operations. The Town of Northlake has achieved many of its goals set by the Council over the last year, while providing exceptional service to our citizens.

This budget is based on four principles that guide how the Town serves the residents of Northlake. These principles are what Town officials strive for.

- 1. Honesty:** be trustworthy, have high morals and ethical standards.
- 2. Respect:** treat others in a fair, courteous and equitable manner, regardless of differences in values, points of view, and style.
- 3. Stewardship:** be civically engaged and active in public activities.
- 4. Advocacy:** encourage citizen input into community conversations, as well as active participation in public life so as to promote the well being of everyone.

This budget also takes into account the goals for FY 2008/2009 as stated by the Town Council and Town during the Budget Work Session on August 14, 2008.

- Maintain fiscal responsibility of tax rate
- Develop road improvement/maintenance plan
- Update strategic land use plan
- Formalize water and sewer infrastructure
- Increase technology and equipment in the police department
- Conduct facility needs assessment
- Increase in-house capabilities for public works department
- Validate personnel structure and compensation
- Implement continuing education program

A detailed discussion of Council Goals can be found later in this document.

Property values, due to new construction in the Town and increase valuations of mineral interests, are estimated to increase from a market value of \$198,733,850 in 2007, to \$286,536,408 in 2008. After exemptions, losses and caps, the taxable value is \$204,261,594. Applying the proposed tax rate of 29.5¢ per \$100 valuation, property taxes account for \$602,572 or approximately thirty-four percent of the General Fund revenue this fiscal year. This is an increase in property tax revenue from \$464,452 in fiscal year 2007/2008. The increased property tax revenue will allow the Town to rebuild reserves from \$13,950 to \$175,940 as well as fund service enhancements.

This budget also highlights the specific projects and purchases that the Town of Northlake requires for the Fiscal Year 2008/2009. These projects and purchases are as follows:

- Enhancing Employee Compensation and Benefits: 5% across-the-board salary increase, increased health and retirement benefits, take-home vehicles for emergency personnel and car allowance for Town Administrator
- Increasing Public Works Department In-House Capability: heavy-duty truck, multi-purpose trailer, and riding lawnmower
- Focusing on Community Policing: dedicated traffic enforcement officer with pursuit vehicle
- Improving Town Hall: Council Chamber seating, exterior and interior renovations for professional environment

Retaining and recruiting qualified and capable employees is difficult in the North Texas region especially for a small community. This budget proposes the continuation of an incremental building of a competitive employee compensation package. First, a five-percent across-the-board employee salary increase is recommended to keep pace with the Consumer Price Index and comparable salaries in the surrounding area. Second, healthcare cost savings will be returned to the employees in the form of increased health benefits. Third, retirement cost savings will allow for an increased contribution to employee pensions with no net impact to either employee or Town. Fourth, take-home vehicle privileges will be given to personnel required at emergencies. Fifth, a car allowance will be initiated for the Town Administrator to defray costs associated with representing the Town at local and regional events and meetings. Employee compensation and benefits will be further enhanced in the future in a very prudent and step-wise manner.

In order to safely and cost-effectively transport materials and equipment throughout the Town, the purchase of a heavy-duty truck and multi-purpose trailer are included in this budget. Currently, slow-moving equipment must be driven on the shoulder of an interstate highway or through a busy thoroughfare in a neighboring community. As part of this request, the purchase of a riding mower is proposed for the maintenance of Town property. The truck and trailer will allow for the transport of the mower and the Town no longer will need to contract for mowing.

An additional police officer position has been funded in fiscal year 2008/2009 to focus primarily on traffic enforcement. With overall growth in the community, calls for service and patrols in these areas have increased while traffic enforcement has decreased. The addition of the traffic

enforcement officer will allow the Northlake Police Department to increase enforcement of traffic violations while continuing to provide the same level of service to residents and businesses through patrols and responses to calls.

The Town of Northlake has and will continue to be judicious in the purchase of furniture and fixtures for public and office areas but the need for replacement and renovations to Town facilities is apparent. With the addition of a modular building and the addition of staff positions, the existing furniture – donated from the Federal Emergency Management Agency – is showing signs of wear-and-tear. The budget provides for furniture replacement, renovation of carpet and walls, roof repair and other amenities for the public and staff.

It is this year's objective to meet and exceed the Town Council's goals for the Fiscal Year 2008/2009. We will work to serve our citizens through the development and maintenance of our roads, the formalization of water and sewer infrastructure, the support and increase to our police department, and the maintenance of the previous year's low tax rate, the validation of personnel structure and compensation, and the increase of in-house capabilities for the public works department.

In summary, this budget for the Fiscal Year 2008/2009 is a reflection of the Town Council's goals for the Town of Northlake and its residents. It acts to serve as an operating guide for management staff and its intent is to present the Town's financial plan, illustrating anticipated appropriations and projected revenues by which the appropriations are funded. Due to the increase property tax revenue fueled primarily by new construction in the Town and increases in mineral values, the Town will be able to rebuild General Fund reserves, enhance and expand existing services and provide a competitive compensation package to Town employees. This will be accomplished without increasing the property tax rate which will remain at 29.5¢ per \$100 valuation.

Sincerely,

A handwritten signature in black ink, appearing to read "Drew Corn". The signature is fluid and cursive, with the first name "Drew" and the last name "Corn" clearly distinguishable.

Drew Corn
Town Administrator

Community Background

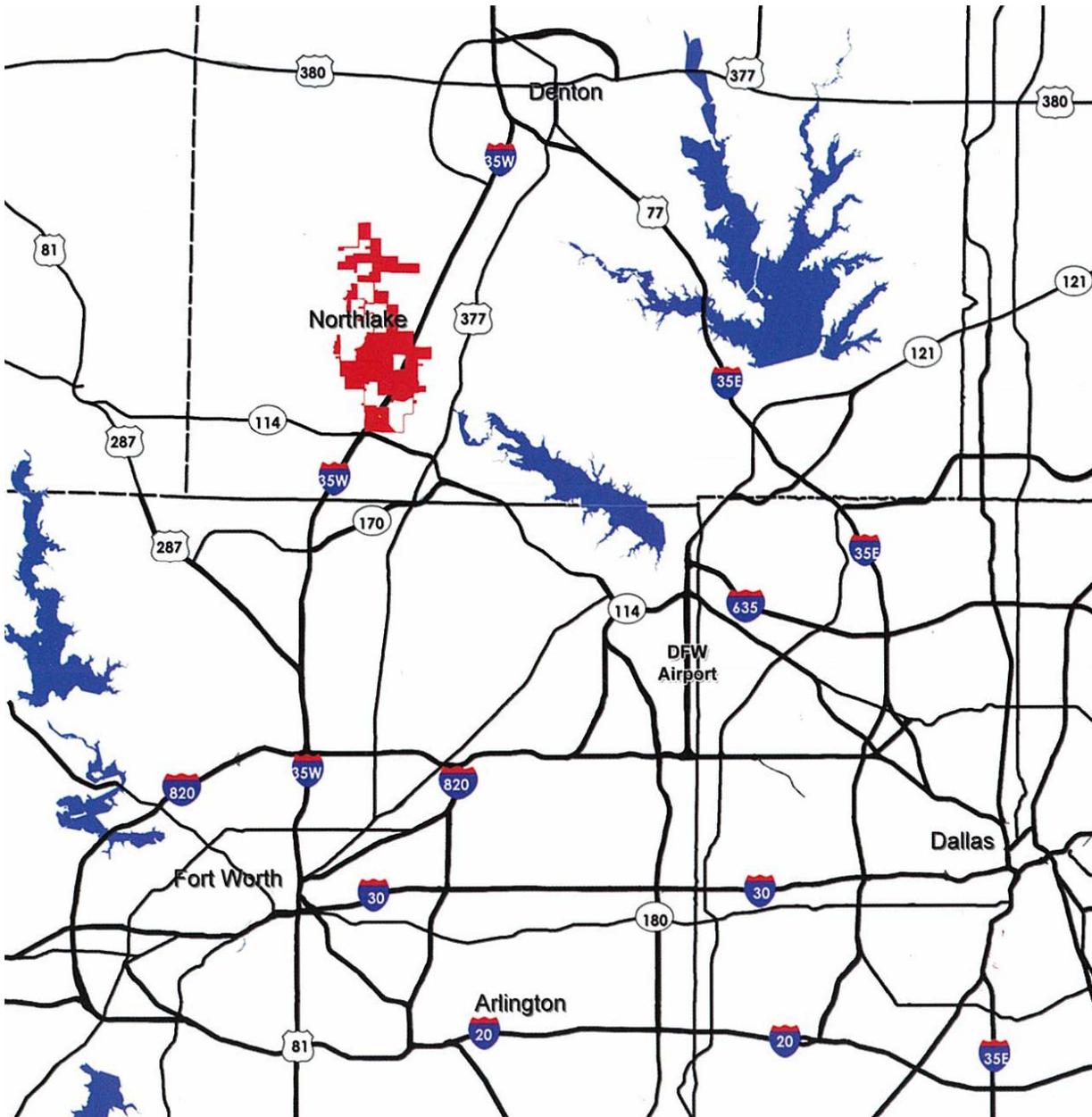
The Town of Northlake was incorporated on December 28, 1960 in an effort to avoid annexation by adjacent cities including Denton and Fort Worth. Dan and Margaret Ashmore were the first Mayor and Secretary of the Town, and they took it upon themselves to enlist the support of 37 families and produce the required paperwork for incorporation. It required at least 200 people and 2 square miles in order to petition for this incorporation, which would protect the 14 square miles of idealistic rural setting which the citizens enjoyed.

Many of the town's "founding families" are still landowners and residents of the Town of Northlake today. In 1988, the Town and its citizens were impacted economically with the construction of Alliance Industrial Airport, which is located on the Town's southern border. In 1995, construction began on the Texas Motor Speedway, which is a NASCAR racing facility that seats 200,000 persons at a single event.

The Town of Northlake that we know today, is located in Denton County, in a prime location, 20 miles NE of Ft. Worth, 40 miles NW of Dallas, 6 miles SW of Denton, and 20 miles NW of the Dallas-Fort Worth Airport. Northlake is one mile from I-35W and is close to the Texas Motor Speedway, Alliance Airport, the Fort Worth Stock Yards, and Coyote Texas.

Northlake is a General Law Type A town that operates under a Mayor-Council form of government with a Mayor and five Council Members. The Mayor and Council members are elected at large, and are then responsible for all policy matters. The Town Council has the authority to levy taxes, secure revenue, authorize expenditures of funds and incur debt. A Town Administrator position has been created by ordinance. The Town Administrator is directly responsible to the Town Council and is responsible for the daily operations of the Town and implementing Town Council policy. At full staff, the Town's Police Department employs 8 full time Police Officers.

Regional Map



Mayor and Town Council Goals FY 2007/2008

Maintain Fiscal Responsibility of Tax Rate

The FY 2007/2008 adopted budget retained a tax rate of 29.5% per \$100 valuation.

Revisit Road Improvement Plan

In March 2005, the Town of Northlake issued \$1,900,000 in certificates of obligation to finance road improvements throughout the Town. A major assumption of the road improvement plan was that these funds would be matched and leveraged by County funds. Unfortunately County funding was not available and only a few of the planned projects were initiated: paving of Florance Road to Strader and drainage improvements at Evelyn Lane and Holder Road. It was necessary to reprioritize and decrease the scope and number of projects to match the remaining funds. A revised plan was briefed to council in February 2008 and again in May 2008. In addition, contractors completed Schober Road resurfacing and various drainage improvements in August 2008.

Update Strategic Land Use Plan

The update of the Northlake Strategic Land Use Plan which will take over a year was started in January with the selection of consultants. Town administration met with the consultants to map out the update process in March 2008 and selected a steering committee in May 2008. The steering committee has met three times to assist the consultants with understanding the community. In September 2008, the Council received a status report on the update. This Council goal will continue into fiscal year 2008/2009 with finalization of the plan set for March 2009.

Implement Water and Sewer Infrastructure Plan

The land use assumptions generated from the updated strategic land use plan will dictate the water and sewer infrastructure plans. Therefore, it will be necessary to wait until after the strategic land use plan has been updated before implementing a new water and sewer infrastructure plan. The Council goal will continue into fiscal year 2008/2009.

Perform Building Expansion Feasibility Study

The new positions created by Council have had an impact on the existing office space in Town Hall as well. It was necessary to lease a modular building in January 2008 for the housing of the Police Department and Municipal Court. Unfortunately the new office space was mostly utilized and very little space is available for any potential future personnel. Administration will continue to address this Council goal in fiscal year 2008/2009 and consider all options including relocation, expansion and additional modular buildings.

Upgrade Information Structure

With the addition of the modular building it became apparent that the Town's information infrastructure needed upgrading. Also, a more robust email system was needed for the proper archival and protection of Town email communications. A Voice Over Internet Protocol phone and email server were added in February 2008, which increased productivity within the modular building as well as existing Town Hall.

Hire Town Administrator

Accomplished on October 1, 2007, the Town Administrator is directly responsible to the Town Council and is in charge of day-to-day operations of the Town. Some of the duties of The Town Administrator are: maintaining accounting control over the finances of the town, making financial reports, and keeping the Town Council informed of the condition and the needs of the town and making such reports and recommendations as deemed advisable.

Hire Part-Time Chief Financial Officer

Upon consultation with financial advisors and elected officials, it was recommended that rather than hiring a part-time CFO the Council create an accounting clerk position. This position was approved January 10, 2008 and filled on February 11, 2008. This position is charged with the entry of financial transactions and record-keeping, as well as financial reporting to higher management. The accounting clerk is crucial to the successful implementation and on-going maintenance of the Town's financial software for utility billing, accounts payable and payroll activities.

Validate Personnel Structure and Compensation

As Northlake continues to grow the demands for services often outpace the available resources. Increased activities will not necessarily support a full-time positions dedicated solely to specific activities. Staff positions are often part-time initially and are required to perform multiple and wide-ranging tasks. Because of the uniqueness of the positions comparing them to other communities is problematic. For example, a Town Secretary in one community may perform utility billing while another community may have their Town Secretary responsible for employee benefits. In the Town of Northlake, the position of Development Coordinator was created on March 10, 2008, which has both economic development and planning and permitting responsibilities. The Development Coordinator is responsible for the recruitment of businesses operations to the community, assisting in the expansion or retention of business operations within the community and assisting with the efficient submission, review and approval of plans and permits related to new construction. Because of the recent additions to staff and the expense of a position class and compensation study, this goal will continue into fiscal year 2008/2009

Develop Continuing Education Program

The Town has consistently supported and encouraged employees to seek job-related training at conferences and seminars. Town staff takes advantage of local training opportunities first in order to save on travel and lodging costs. However, the Town understands the benefit of networking with peers throughout the State of Texas to learn innovations and successes in other communities. When resources are available each department head is encouraged to attend one out-of-town event per year. In fiscal year 2007/2008, key staff has traveled to Austin, El Paso, Huntsville and San Antonio to receive training.

Mayor and Town Council Goals FY 2008/2009

Maintain Fiscal Responsibility of Tax Rate

The adopted budget maintains property tax rate of 29.5¢ which is three times lower than that of Fort Worth and half of what is collected in Denton, Texas. Annual property taxes for the average household will increase from an average of \$567 to \$644 for a difference of \$77 annually.

Validate Personnel Structure and Compensation

The adopted 5% increase in salary for Town employees will allow the Town to remain competitive in retaining and recruiting employees. In addition, both health and retirement benefits will be enhanced. Also a position class and compensation survey will be conducted in fiscal year 2008/2009.

Increase In-House Capabilities for Public Works Department

The Public Works Department will be more capable of safely and effectively handling community projects and performing services with the addition of a heavy duty truck, multi-purpose trailer and lawn mower. An additional \$2,000 will be saved annually due to the lack of need for a contract with grounds maintenance of Town property, which will offset the purchase of the lawnmower in about a year.

Conduct Facility Needs Assessment

In fiscal year 2007/2008 a modular building was leased to accommodate newly created positions and provide police personnel a separate secured area. As the Town grows and Town staff increases proportionally, administration will continue to review and analyze the office space requirements for staff and the public. Some options include, but are not limited to, leasing additional modular buildings, expanding existing facilities, constructing new facilities or purchasing and renovating facilities. In fiscal year 2008/2009 an assessment will be conducted to understand facility needs for the future and map out a strategy to address these needs.

Update Strategic Land Use Plan

This ongoing project started in 2008 with the selection of consultants and appointment of a steering committee to represent a broad cross section of residents, property owners and commercial interests in May 2008. Finalization of the plan is scheduled for March 2009.

Formalize Water and Sewer Infrastructure

After completion of the strategic land use plan update, land use assumptions will be determined and water and sewer systems master plans can be developed. In addition, as these systems grow a proactive, preventive maintenance program will be implemented in FY 2008/2009.

Increase Technology and Equipment in Police Department

The lease of an additional pursuit vehicle to accompany the traffic officer will cost \$24,000 for the lease, maintenance, and fuel needed to keep the vehicle on the streets. The vehicle lease cost will be offset by additional traffic citation revenues. Upgrades to in-vehicle laptops will continue. Many laptops currently in use in Police vehicles are designed for a standard office environment. A more robust or ruggedized laptop is more cost effective in the long run due to fewer repairs and replacements.

Implement Continuing Education Program

In addition to taking advantage of area and regional training opportunities, Town administration will investigate the costs and benefits of tuition reimbursement for employees seeking job-related college degrees at accredited universities.

Develop Road Improvement/Maintenance Plan

The Road Improvement Fund balance for FY 2008 will begin at \$638,252. The fund will earn \$20,000 in interest and will fund an estimated \$185,000 on various necessary road improvements. Street and Drainage Projects which include FM 407 ROW Acquisition, Bingham Road Overlay, Faught Road Overlay, Cleveland-Gibbs (114) Overlay and Engineering, will total \$349,816.

Fund Summaries

Before moving into the details of the proposed budget for FY 2008/2009, we feel it is important to give a brief overview of the types of funds used in planning and accounting for our annual program of work so that both our Council members and our citizens are fully informed. This should help facilitate a better understanding of our budget as it is reviewed.

Governmental Funds

These funds are used to account for resources that are received and expended with no expectation of a specific user fee or departmental charge. These funds include:

- General Fund
- Special Revenue Funds
- Capital Projects Funds (not applicable)
- Debt Service Funds (not applicable)

The General Fund is used to account for all revenues and expenditures not accounted for in other funds and is the principal fund of the Town. The General Fund, which is used to account for resources associated with core government services, is primarily supported by the ad valorem tax, general sales tax, franchise taxes, license and permit fees, and municipal court fines. All the programs included in the budget are justified, efficient, and serve the basic needs of the community. As the Town grows, capital project and debt service costs will be captured in the future through separate funds; this is currently not necessary.

The Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes, such as the 4A Economic Development Fund, 4B Economic Development Fund, Hotel Occupancy Tax Fund, Donations Fund, Seizure Fund and Developer Pass-Through Funds.

Proprietary Funds

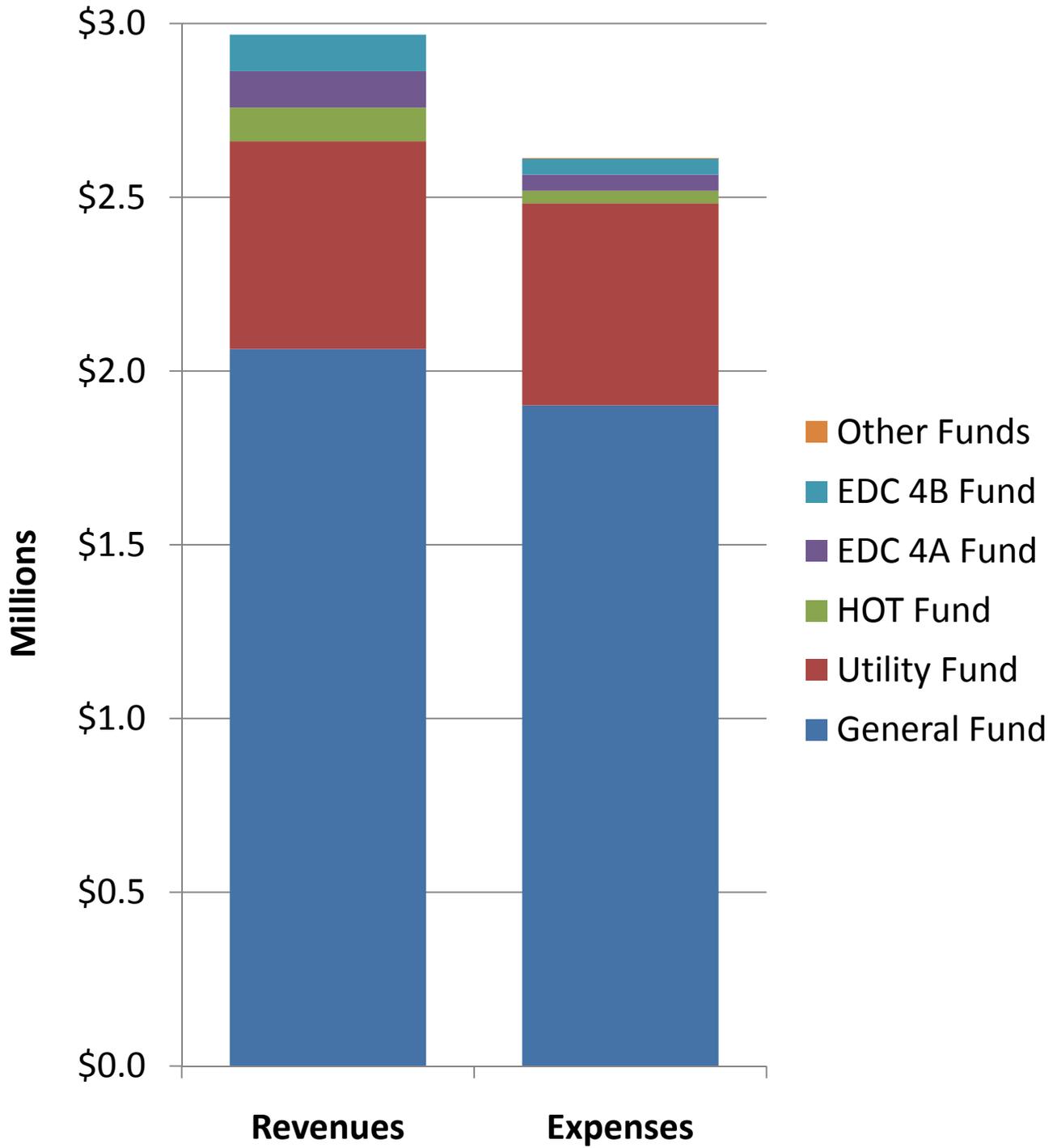
The Proprietary Funds are for ongoing organizations and activities that are similar to those often found in the private sector. These funds include:

- Enterprise Funds
- Internal Service Funds (not applicable)

Enterprise Funds account for services that are funded directly user fees. They are financed similarly to a private business, in that cost of providing goods and services are self-supporting. The Utility Fund is used to account for the provision of water and wastewater services to the citizens of Northlake. All activities necessary to provide such services are accounted for in this fund, including administration, operations, maintenance, financing, debt service, billing and collection. Internal Service Funds may be implemented in the future for the Town as internal service costs such as fleet and building maintenance need to be captured and distributed.

Town of Northlake

All Funds Summary



TOWN OF NORTHLAKE

Property Tax Summary

2008 Tax Year

Net Taxable Value:

Total Market Value as of July 19, 2008	\$ 286,536,408
Less Exemptions:	
Disabled Veteran	\$ (70,500)
Over 65	\$ (211,000)
Homestead	\$ (589,255)
Less Value Losses:	
Agricultural Productivity	\$ (75,544,669)
Non-profit Organization	\$ (1,283,740)
Personal Property Nominal Inventory	\$ (8,865)
Freeport Inventory	\$ (4,124,930)
Pollution Control	\$ (441,855)
Total Reduction to Values	<u>\$ (82,274,814)</u>
Net Taxable Value	<u><u>\$ 204,261,594</u></u>

Estimated Property Tax Collections:

Net Taxable Value	\$ 204,261,594
Proposed Tax Rate per \$100 valuation	\$ 0.295
Estimated Property Tax Levy	<u>\$ 602,572</u>

Tax Rate Distribution Schedule:

	<u>% of Tax Rate</u>	<u>Tax Rate per \$100</u>
Maintenance and Operations	82.1%	\$ 0.242
Debt Service	17.9%	\$ 0.053
Total Distribution of Tax Rate	<u>100.0%</u>	<u>\$ 0.295</u>

Distribution of Estimated Tax Revenue:

Maintenance and Operations	\$ 494,881
Debt Service	\$ 107,691
Total Estimated Tax Revenue	<u><u>\$ 602,572</u></u>

TOWN OF NORTHLAKE

	2007/2008 Budget	2007/2008 Revised	2008/2009 Preliminary	2008/2009 Proposed	2008/2009 Adopted
General Fund Summary					
Beginning Balance	\$ (9,143)	\$ (9,143)	\$ 13,950	\$ 13,950	\$ 13,950
Revenue					
Court Fines	\$ 502,500	\$ 437,830	\$ 491,830	\$ 400,000	\$ 588,200
Ad Valorem Taxes	\$ 450,000	\$ 450,000	\$ 500,000	\$ 602,572	\$ 602,572
Sales/Beverage Tax	\$ 161,000	\$ 185,000	\$ 200,000	\$ 200,000	\$ 200,000
Permits and Registrations	\$ 7,430	\$ 7,000	\$ 7,000	\$ 7,000	\$ 7,000
Franchise Fees	\$ 57,700	\$ 68,000	\$ 75,000	\$ 97,300	\$ 97,300
Building Permits	\$ 232,000	\$ 150,000	\$ 150,000	\$ 163,000	\$ 163,000
Development	\$ 40,500	\$ 75,000	\$ 50,000	\$ 49,500	\$ 49,500
Transfers	\$ 762,900	\$ 312,000	\$ 204,000	\$ 204,000	\$ 311,691
Other Revenue	\$ 33,000	\$ 33,000	\$ 33,000	\$ 44,075	\$ 44,075
Total	\$ 2,247,030	\$ 1,717,830	\$ 1,710,830	\$ 1,767,447	\$ 2,063,338
Expenses					
Payroll & Benefits	\$ 858,846	\$ 829,827	\$ 867,081	\$ 860,954	\$ 960,602
Supplies	\$ 206,245	\$ 205,045	\$ 172,500	\$ 219,745	\$ 253,345
Maintenance	\$ 58,490	\$ 62,990	\$ 62,400	\$ 63,400	\$ 64,400
Utilities	\$ 20,840	\$ 27,340	\$ 32,000	\$ 31,650	\$ 31,650
Services	\$ 393,335	\$ 366,975	\$ 426,830	\$ 371,780	\$ 371,780
Capital Outlay	\$ 442,200	\$ 94,560	\$ 10,000	\$ 61,880	\$ 111,880
Lease Purchase Debt Service	\$ 120,000	\$ 108,000	\$ 107,691	\$ 107,691	\$ 107,691
Total	\$ 2,099,956	\$ 1,694,737	\$ 1,678,502	\$ 1,717,100	\$ 1,901,348
Net Revenues	\$ 147,074	\$ 23,093	\$ 32,328	\$ 50,347	\$ 161,990
Budget Requests					
Traffic Officer/Pursuit Vehicle				\$ 71,000	
Town Hall Improvements				\$ (20,000)	
5% Pay Raise				\$ (43,048)	
Additional Truck/Multipurpose Trailer/Riding Lawnmower				\$ (29,000)	
Take-Home Vehicle/Car Allowance				\$ (15,000)	
Court Fine Increases				\$ 40,000	
Transfer from Road Fund for Debt Service				\$ 107,691	
Net Revenues				\$ 161,990	
Ending Balance	\$ 137,931	\$ 13,950	\$ 46,278	\$ 175,940	\$ 175,940

TOWN OF NORTHLAKE

	2007/2008 Budget	2007/2008 Revised	2008/2009 Preliminary	2008/2009 Proposed	2008/2009 Adopted
Hotel Occupancy Tax Summary					
Beginning Balance	\$ 315,365	\$ 315,365	\$ 384,765	\$ 384,765	\$ 384,765
Revenue					
Taxes / Fees & Fines	\$ 82,000	\$ 82,000	\$ 85,000	\$ 85,000	\$ 85,000
Permits and Registrations	\$ -	\$ -	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -	\$ -	\$ -
Building Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Development	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenue	\$ 12,500	\$ 12,500	\$ 12,000	\$ 12,000	\$ 12,000
Total	\$ 94,500	\$ 94,500	\$ 97,000	\$ 97,000	\$ 97,000
Expenses					
Payroll & Benefits	\$ 12,000	\$ 18,000	\$ 15,000	\$ 28,559	\$ 29,987
Supplies	\$ 100	\$ 100	\$ 1,000	\$ 1,000	\$ 1,000
Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ 7,000	\$ 7,000	\$ 5,000	\$ 5,000	\$ 5,000
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Lease Purchase Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 19,100	\$ 25,100	\$ 21,000	\$ 34,559	\$ 35,987
Net Revenues	\$ 75,400	\$ 69,400	\$ 76,000	\$ 62,441	\$ 61,013
Budget Requests					
5% Pay Raise				\$ (1,428)	
Net Revenues				\$ 61,013	
Ending Balance	\$ 390,765	\$ 384,765	\$ 460,765	\$ 445,778	\$ 445,778

TOWN OF NORTHLAKE

	2007/2008 Budget	2007/2008 Revised	2008/2009 Preliminary	2008/2009 Proposed	2008/2009 Adopted
4A EDC Summary					
Beginning Balance	\$ 217,288	\$ 217,288	\$ 270,908	\$ 270,908	\$ 270,908
Revenue					
Taxes / Fees & Fines	\$ 80,000	\$ 90,000	\$ 100,000	\$ 100,000	\$ 100,000
Permits and Registrations	\$ -	\$ -	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -	\$ -	\$ -
Building Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Development	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenue	\$ 9,550	\$ 14,500	\$ 5,000	\$ 5,000	\$ 5,000
Total	\$ 89,550	\$ 104,500	\$ 105,000	\$ 105,000	\$ 105,000
Expenses					
Payroll & Benefits	\$ 4,280	\$ 6,600	\$ 15,000	\$ 16,559	\$ 17,387
Supplies	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200
Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ 43,080	\$ 43,080	\$ 43,080	\$ 45,580	\$ 45,580
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Lease Purchase Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ 48,560	\$ 50,880	\$ 59,280	\$ 63,339	\$ 64,167
Net Revenues	\$ 40,990	\$ 53,620	\$ 45,720	\$ 41,661	\$ 40,833
Budget Requests					
5% Pay Raise				\$ (828)	
Net Revenues				\$ 40,833	
Ending Balance	\$ 258,278	\$ 270,908	\$ 316,628	\$ 311,741	\$ 311,741

TOWN OF NORTHLAKE

	2007/2008 Budget	2007/2008 Revised	2008/2009 Preliminary	2008/2009 Proposed	2008/2009 Adopted
4B EDC Summary					
Beginning Balance	\$ 202,021	\$ 202,021	\$ 255,691	\$ 255,691	\$ 255,691
Revenue					
Taxes / Fees & Fines	\$ 80,000	\$ 90,000	\$ 100,000	\$ 100,000	\$ 100,000
Permits and Registrations	\$ -	\$ -	\$ -	\$ -	\$ -
Franchise Fees	\$ -	\$ -	\$ -	\$ -	\$ -
Building Permits	\$ -	\$ -	\$ -	\$ -	\$ -
Development	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
Other Revenue	\$ 5,555	\$ 14,500	\$ 5,000	\$ 5,000	\$ 5,000
Total	\$ 85,555	\$ 104,500	\$ 105,000	\$ 105,000	\$ 105,000
Expenses					
Payroll & Benefits	\$ 4,200	\$ 6,750	\$ 15,000	\$ 16,559	\$ 17,387
Supplies	\$ 1,600	\$ 1,000	\$ 1,200	\$ 1,200	\$ 1,200
Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ 66,280	\$ 43,080	\$ 43,080	\$ 45,580	\$ 45,580
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Lease Purchase Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 72,080	\$ 50,830	\$ 59,280	\$ 63,339	\$ 64,167
Net Revenues	\$ 13,475	\$ 53,670	\$ 45,720	\$ 41,661	\$ 40,833
Budget Requests					
5% Pay Raise				\$ (828)	
Net Revenues				\$ 40,833	
Ending Balance	\$ 215,496	\$ 255,691	\$ 301,411	\$ 296,524	\$ 296,524

TOWN OF NORTHLAKE

	2007/2008 Budget	2007/2008 Revised	2008/2009 Preliminary	2008/2009 Proposed	2008/2009 Adopted
Utility Fund Summary					
Beginning Balance	\$ 564,967	\$ 564,967	\$ 538,122	\$ 538,122	\$ 538,122
Revenue					
Water Sales	\$ 600,000	\$ 450,000	\$ 450,000	\$ 425,000	\$ 425,000
Water Fees	\$ 17,000	\$ 14,000	\$ 14,000	\$ 15,000	\$ 15,000
Sewer Sales	\$ 45,000	\$ -	\$ -	\$ 125,000	\$ 125,000
Sewer Fees	\$ -	\$ -	\$ -	\$ 10,000	\$ 10,000
Other Revenue	\$ 29,200	\$ 25,000	\$ 25,000	\$ 22,500	\$ 22,500
Total	\$ 691,200	\$ 489,000	\$ 489,000	\$ 597,500	\$ 597,500
Expenses					
Payroll & Benefits	\$ 63,302	\$ 55,415	\$ 61,666	\$ 76,442	\$ 80,264
Supplies	\$ 30,098	\$ 25,000	\$ 25,000	\$ 30,000	\$ 33,000
Maintenance	\$ 19,300	\$ 15,000	\$ 20,000	\$ 32,500	\$ 31,500
Utilities	\$ 369,200	\$ 276,900	\$ 300,000	\$ 300,000	\$ 300,000
Services	\$ 64,530	\$ 118,530	\$ 115,500	\$ 100,000	\$ 100,000
Capital Outlay	\$ -	\$ 25,000	\$ -	\$ 1,320	\$ 36,320
Lease Purchase Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 546,430	\$ 515,845	\$ 522,166	\$ 540,262	\$ 581,084
Net Revenues	\$ 144,770	\$ (26,845)	\$ (33,166)	\$ 57,238	\$ 16,416
Budget Requests					
Town Hall Improvements				\$ (5,000)	
5% Pay Raise				\$ (3,822)	
Additional Truck/Multipurpose Trailer/Riding Lawnmower				\$ (29,000)	
Take-Home Vehicle				\$ (3,000)	
Net Revenues				\$ 16,416	
Ending Balance	\$ 709,737	\$ 538,122	\$ 504,956	\$ 554,538	\$ 554,538

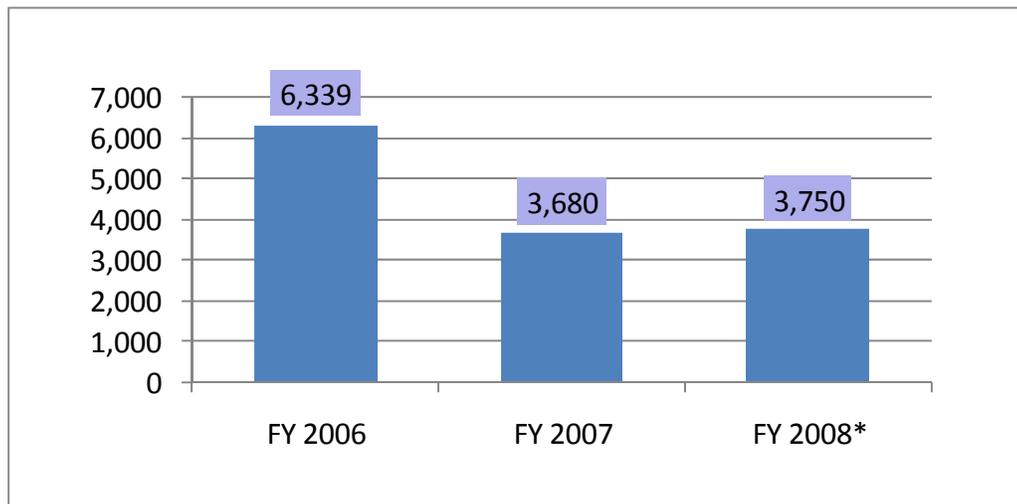
FY 2008/2009 Budget Requests

The Town continues to experience growth in population at a rate of 17.81% and economic growth with large amounts undeveloped land available. Two new master planned developments spanning 2,245 acres will bring 6,700 quality rooftops to Northlake and neighboring communities Argyle and Flower Mound. Both projects include massive greenbelt areas with trails, parks and lakes, which precisely mirrors Northlake's strategic development plan that calls for this type of environment throughout the Town. To keep up with these new opportunities in the coming years, it is imperative to the Town, its current and future residents, and visitors to the Northlake area that we act preemptively in an effort to more effectively and properly serve our community. These budget requests have been deemed high priority and act in accordance with the Town Council's Goals for FY 2008/2009. The following descriptions provide details of the proposed service enhancements.

Traffic Officer/Pursuit Vehicle

As the Town grows, it will be necessary for our officers to patrol the additional neighborhoods, which are and will continue to be constructed. This growth, coupled with a decline in traffic citation revenues from \$6,339 in FY2006 to \$3,680 in FY 2007, supports the need for the proposed additional traffic enforcement officer. This officer will be charged with focusing on traffic violations during rush hour, specifically speed limit enforcement. Pilot programs have been tested and this method proved its productivity. In addition, by dedicating this new position to traffic enforcement, this will allow the patrol officer on duty to continue to focus on patrolling our neighborhoods and businesses. The total cost of the additional full time officer's salary, uniform and equipment is \$53,200 and the cost of vehicle lease, fuel and maintenance is \$24,000 for a total increase of \$77,200 in FY 2008/2009. The estimated additional revenue is \$148,200.

Number of Traffic Citation Issued



Town Hall Improvements

Town Hall has experienced some significant rearrangement with the relocation of police and court operations to the Public Safety Annex and the addition of the Town Administrator, Accounting Clerk and Development Coordinator positions. The Town provides insufficient public seating as well as uncomfortable office and conference seating which was used previously and handed-down from the Federal Emergency Management Agency. It also provides poor directional signage for citizens interested in participating in Council meetings. Town Hall also needs repairs to a leaky roof, outdated and worn carpeting and painting. The Town requests \$25,000 in FY 2009 for the Town Hall roof repairs, Council Chamber tables, chairs and podium, Town Office desks and chairs, conference room tables and chairs, Town Hall flooring, and Town Hall painting. These repairs and additions are to be split between the General Fund and the Utility Fund and will provide a more professional appearance for the Town and its citizens.

Employee Compensation and Benefits

Two important components of employee pay increases are the cost of living and the area job market. As to the first component, the 2008 annual consumer price index (CPI) for July has increased 6.42% over the CPI for the same month in 2007. Unfortunately, a salary survey, which quantifies the area job market, has not been conducted due to cost and to the uniqueness of job classifications in small municipalities. It is hoped that a 5% increase will keep Northlake salaries from losing ground to neighboring communities as we compete to retain and recruit employees, as well as keep employee salaries at least pace with inflation. During the upcoming fiscal year a salary survey will be conducted to compare our salaries with similar communities. To provide the highest level of services to our citizens, it is imperative for the Town to continue to retain quality employees.

In this budget is a program to partially subsidize dependent healthcare and add a low cost Health Savings Account (HSA) plan. This is possible due to the decrease in healthcare costs of the Town. The budget gives back this savings to the employees through more healthcare options and partial dependent healthcare subsidies. Generally, spouses of employees can gain coverage through their employer and can also cover children but for spouses who work at home or cannot cover children there are limited and typically expensive options. Three healthcare plans are available for FY 2009, a health savings account plan that allows employees to bank any healthcare savings to apply to future deductibles and two traditional deductible with co-pay plans.

Also, there will be a change to employee and Town contribution levels to the Texas Municipal Retirement System (TMRS) and the addition of an updated service credit benefit starting in January 2009. The planned 2009 rate is set to increase the employee contribution of salary from 5% to 6% and to increase the Town nominal contribution from 10% to 12% of salary. The proposed budget would increase employee salaries by 1% in order to offset the employees increased contribution. Due to changes in the TMRS actuarial assumptions and the employee demographics, the Town's overall contribution will decrease by approximately 3% of total

salaries. Therefore, these changes as proposed will not impact the employees' paycheck or the Town's costs. The council expressed concern about how these changes will affect the Town if the actuarial assumptions change. Current trends, such as growing payroll, few retirees, and younger workforce demographic, that have contributed to the lower contribution rate will continue into the foreseeable future. No major changes to these trends are likely, for that reason drastic increases to the contribution rates are not anticipated.

The Town of Northlake, in an effort to provide emergency response, will need to allow for the Police Chief and Public Works Director to have take-home vehicles. The Police Chief often serves as the only available back-up to the Town's small police force. The Public Works Director is on-call 24 hours a day to respond to water and sewer related emergencies. The neighboring communities of Argyle, Justin, Ponder, Roanoke and Trophy Club all supply their Public Works Director and Police Chief with take-home vehicles as an added measure so that they can respond to emergencies in a timelier manner.

A car allowance is proposed for the Town Administrator. The Town Administrator is often called on to represent the Town at local, regional and State functions, to meet with elected officials, developers and residents, and to inspect and oversee Town projects and activities. In a typical month, the administrator attends the Northwest Metroport Chamber luncheon, the Northwest Community Partnership breakfast, Precinct Four County Commissioner regional transportation task force, 35W Coalition, TRA Denton Creek Regional Water System Advisory Committee, meetings with developers, and meetings with other communities and their staffs. Additionally the Administrator visits road improvement projects, observes code and zoning violations, and verifies residents' complaints.

This budget proposes the continuation of an incremental building of a competitive employee compensation package. It is essential that smaller towns are able to retain and recruit capable employees so as to better serve its citizens, therefore these proposed employee compensations and benefits will continue to be enhanced in the future in a very prudent and step-wise manner.

Additional Public Works Truck/Trailer/Mower

The public works department will purchase a heavy-duty truck, multi-purpose trailer, and riding lawn mower for the FY 2009. The heavy-duty truck will be capable of hauling large equipment as well as tow the proposed multi-purpose trailer. The trailer will be used for a variety of purposes. When removable sides are in place, materials such as sand, gravel, and asphalt can be hauled. The sides can be taken off for the transport of pipes and culverts and for heavy equipment such as backhoes and road graders. The truck and trailer will allow for a safer and more effective method of transporting equipment and materials to southern portions of Town.

TOWN OF NORTHLAKE

	2007/2008 Budget	2007/2008 Revised	2008/2009 Preliminary	2008/2009 Proposed	2008/2009 Adopted
Departmental Expenses					
<u>Administration - GF</u>					
Payroll & Benefits	\$ 240,095	\$ 209,214	\$ 233,728	\$ 237,573	\$ 255,366
Supplies	\$ 23,000	\$ 23,000	\$ 25,000	\$ 25,000	\$ 25,000
Maintenance	\$ 7,800	\$ 7,800	\$ 10,000	\$ 9,000	\$ 9,000
Utilities	\$ 5,700	\$ 8,200	\$ 12,500	\$ 11,500	\$ 11,500
Services	\$ 196,860	\$ 175,500	\$ 180,000	\$ 169,000	\$ 169,000
Capital Outlay	\$ 381,800	\$ 35,200	\$ -	\$ 5,280	\$ 5,280
Lease Purchase Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 855,255	\$ 458,914	\$ 461,228	\$ 457,353	\$ 475,146
<u>Council</u>					
Payroll & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ 700	\$ 1,200	\$ 1,500	\$ 1,500	\$ 1,500
Services	\$ 32,360	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000
Capital Outlay	\$ 365,000	\$ 18,400	\$ -	\$ -	\$ -
Lease Purchase Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ 399,060	\$ 31,600	\$ 13,500	\$ 13,500	\$ 13,500
<u>Town Administrator's Office</u>					
Payroll & Benefits	\$ 130,405	\$ 138,714	\$ 163,233	\$ 167,078	\$ 181,685
Supplies	\$ 16,000	\$ 16,000	\$ 17,500	\$ 17,500	\$ 17,500
Maintenance	\$ 2,400	\$ 2,400	\$ 5,000	\$ 4,500	\$ 4,500
Utilities	\$ 2,500	\$ 4,500	\$ 7,000	\$ 6,500	\$ 6,500
Services	\$ 125,800	\$ 125,800	\$ 128,500	\$ 128,500	\$ 128,500
Capital Outlay	\$ 8,400	\$ 8,400	\$ -	\$ 2,640	\$ 2,640
Lease Purchase Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ 285,505	\$ 295,814	\$ 321,233	\$ 326,718	\$ 341,325
<u>Town Secretary's Office</u>					
Payroll & Benefits	\$ 109,690	\$ 70,500	\$ 70,495	\$ 70,495	\$ 73,681
Supplies	\$ 6,000	\$ 6,000	\$ 6,500	\$ 6,500	\$ 6,500
Maintenance	\$ 5,400	\$ 5,400	\$ 5,000	\$ 4,500	\$ 4,500
Utilities	\$ 2,500	\$ 2,500	\$ 4,000	\$ 3,500	\$ 3,500
Services	\$ 38,700	\$ 38,700	\$ 40,500	\$ 29,500	\$ 29,500
Capital Outlay	\$ 8,400	\$ 8,400	\$ -	\$ 2,640	\$ 2,640
Lease Purchase Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ 170,690	\$ 131,500	\$ 126,495	\$ 117,135	\$ 120,321

TOWN OF NORTHLAKE

	2007/2008 Budget	2007/2008 Revised	2008/2009 Preliminary	2008/2009 Proposed	2008/2009 Adopted
Departmental Expenses					
<u>Administration - HOT</u>					
Payroll & Benefits	\$ 12,000	\$ 18,000	\$ 15,000	\$ 28,559	\$ 29,987
Supplies	\$ 100	\$ 100	\$ 1,000	\$ 1,000	\$ 1,000
Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ 7,000	\$ 7,000	\$ 5,000	\$ 5,000	\$ 5,000
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Lease Purchase Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 19,100	\$ 25,100	\$ 21,000	\$ 34,559	\$ 35,987
<u>Administration - EDC 4A</u>					
Payroll & Benefits	\$ 4,280	\$ 6,600	\$ 15,000	\$ 16,559	\$ 17,387
Supplies	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200	\$ 1,200
Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ 43,080	\$ 43,080	\$ 43,080	\$ 45,580	\$ 45,580
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Lease Purchase Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 48,560	\$ 50,880	\$ 59,280	\$ 63,339	\$ 64,167
<u>Administration - EDC 4B</u>					
Payroll & Benefits	\$ 4,200	\$ 6,750	\$ 15,000	\$ 16,559	\$ 17,387
Supplies	\$ 1,600	\$ 1,000	\$ 1,200	\$ 1,200	\$ 1,200
Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ 66,280	\$ 43,080	\$ 43,080	\$ 45,580	\$ 45,580
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Lease Purchase Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 72,080	\$ 50,830	\$ 59,280	\$ 63,339	\$ 64,167

TOWN OF NORTHLAKE

	2007/2008 Budget	2007/2008 Revised	2008/2009 Preliminary	2008/2009 Proposed	2008/2009 Adopted
Departmental Expenses					
<u>Municipal Court</u>					
Payroll & Benefits	\$ 111,330	\$ 144,931	\$ 148,948	\$ 138,576	\$ 144,989
Supplies	\$ 21,200	\$ 21,200	\$ 20,000	\$ 21,000	\$ 21,000
Maintenance	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400
Utilities	\$ 8,500	\$ 8,500	\$ 8,500	\$ 8,650	\$ 8,650
Services	\$ 82,830	\$ 82,830	\$ 91,830	\$ 97,680	\$ 97,680
Capital Outlay	\$ 8,400	\$ 8,400	\$ -	\$ 2,640	\$ 2,640
Lease Purchase Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 234,660	\$ 268,261	\$ 271,678	\$ 270,946	\$ 277,359
<u>Operations</u>					
Payroll & Benefits	\$ 108,330	\$ 141,931	\$ 145,948	\$ 138,576	\$ 144,989
Supplies	\$ 3,700	\$ 3,700	\$ 2,500	\$ 3,250	\$ 3,250
Maintenance	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400	\$ 2,400
Utilities	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,650	\$ 2,650
Services	\$ 77,800	\$ 77,800	\$ 86,800	\$ 88,150	\$ 88,150
Capital Outlay	\$ 8,400	\$ 8,400	\$ -	\$ 2,640	\$ 2,640
Lease Purchase Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ 203,130	\$ 236,731	\$ 240,148	\$ 237,666	\$ 244,079
<u>Court Security</u>					
Payroll & Benefits	\$ 3,000	\$ 3,000	\$ 3,000	\$ -	\$ -
Supplies	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000
Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ 5,030	\$ 5,030	\$ 5,030	\$ 9,530	\$ 9,530
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Lease Purchase Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ 9,030	\$ 9,030	\$ 9,030	\$ 10,530	\$ 10,530
<u>Court Technology</u>					
Payroll & Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Supplies	\$ 16,500	\$ 16,500	\$ 16,500	\$ 16,750	\$ 16,750
Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Utilities	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000	\$ 6,000
Services	\$ -	\$ -	\$ -	\$ -	\$ -
Capital Outlay	\$ -	\$ -	\$ -	\$ -	\$ -
Lease Purchase Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Subtotal	\$ 22,500	\$ 22,500	\$ 22,500	\$ 22,750	\$ 22,750

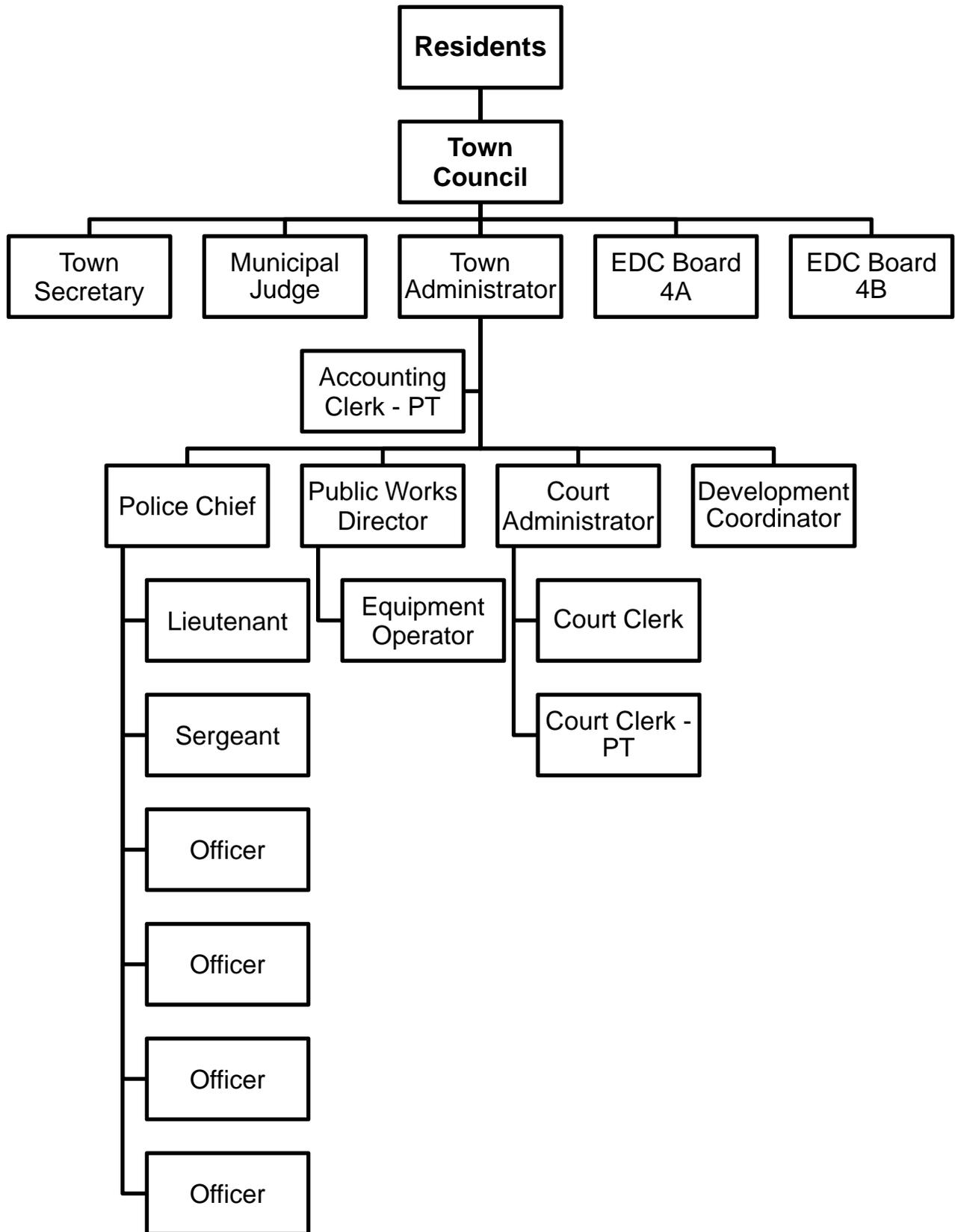
TOWN OF NORTHLAKE

	2007/2008 Budget	2007/2008 Revised	2008/2009 Preliminary	2008/2009 Proposed	2008/2009 Proposed
Departmental Expenses					
<u>Police</u>					
Payroll & Benefits	\$ 444,119	\$ 420,267	\$ 422,739	\$ 423,139	\$ 495,081
Supplies	\$ 103,945	\$ 102,745	\$ 100,000	\$ 117,345	\$ 147,945
Maintenance	\$ 16,090	\$ 20,590	\$ 20,000	\$ 20,000	\$ 22,000
Utilities	\$ 3,700	\$ 4,700	\$ 5,000	\$ 5,000	\$ 5,000
Services	\$ 23,000	\$ 18,000	\$ 15,000	\$ 15,000	\$ 15,000
Capital Outlay	\$ 42,000	\$ 40,960	\$ -	\$ 2,640	\$ 2,640
Lease Purchase Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 632,854	\$ 607,262	\$ 562,739	\$ 583,124	\$ 687,666

TOWN OF NORTHLAKE

	2007/2008 Budget	2007/2008 Revised	2008/2009 Preliminary	2008/2009 Proposed	2008/2009 Adopted
Departmental Expenses					
<u>Public Works - GF</u>					
Payroll & Benefits	\$ 63,302	\$ 55,415	\$ 61,666	\$ 61,666	\$ 65,167
Supplies	\$ 58,100	\$ 58,100	\$ 27,500	\$ 56,400	\$ 59,400
Maintenance	\$ 32,200	\$ 32,200	\$ 30,000	\$ 32,000	\$ 31,000
Utilities	\$ 2,940	\$ 5,940	\$ 6,000	\$ 6,500	\$ 6,500
Services	\$ 53,350	\$ 53,350	\$ 100,000	\$ 90,100	\$ 90,100
Capital Outlay	\$ 10,000	\$ 10,000	\$ 10,000	\$ 51,320	\$ 81,320
Lease Purchase Debt Service	\$ 120,000	\$ 108,000	\$ 107,691	\$ 107,691	\$ 107,691
Total	\$ 339,892	\$ 323,005	\$ 342,857	\$ 405,677	\$ 441,178
<u>Public Works - UF</u>					
Payroll & Benefits	\$ 63,302	\$ 55,415	\$ 61,666	\$ 76,442	\$ 80,264
Supplies	\$ 30,098	\$ 25,000	\$ 25,000	\$ 30,000	\$ 33,000
Maintenance	\$ 19,300	\$ 15,000	\$ 20,000	\$ 32,500	\$ 31,500
Utilities	\$ 369,200	\$ 276,900	\$ 300,000	\$ 300,000	\$ 300,000
Services	\$ 64,530	\$ 118,530	\$ 115,500	\$ 100,000	\$ 100,000
Capital Outlay	\$ -	\$ 25,000	\$ -	\$ 1,320	\$ 36,320
Lease Purchase Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -
Total	\$ 546,430	\$ 515,845	\$ 522,166	\$ 540,262	\$ 581,084

Town of Northlake Organizational Chart



TOWN OF NORTHLAKE

Personnel Distribution

Full-Time Equivalents

	2006/07 Actual	2007/08 Adopted	2007/08 Changes	2007/08 Actual	2008/09 Requests	2008/09 Adopted
<u>GENERAL FUND</u>						
Administration						
Town Administrator	0.00	1.00		1.00		1.00
Town Secretary	1.00	1.00		1.00		1.00
Development Coordinator	0.00	0.00	0.25	0.25		0.25
Accounting Clerk - Part Time	0.00	0.00	0.50	0.45		0.45
Full-Time	1.00	2.00	0.25	2.25	0.00	2.25
Part-Time	0.00	0.00	0.50	0.45	0.00	0.45
Total	1.00	2.00	0.75	2.70	0.00	2.70
Municipal Court						
Court Administrator	1.00	1.00		1.00		1.00
Court Clerk	1.00	1.00		1.00		1.00
Court Clerk - Part Time	0.50	0.00	0.75	0.75		0.75
Full-Time	2.00	2.00	0.00	2.00	0.00	2.00
Part-Time	0.50	0.00	0.75	0.75	0.00	0.75
Total	2.50	2.00	0.75	2.75	0.00	2.75
Police						
Police Chief	1.00	1.00		1.00		1.00
Lieutenant	1.00	1.00		1.00		1.00
Sergeant	0.00	0.00	1.00	1.00		1.00
Police Officer	5.00	5.00	(1.00)	4.00	1.00	5.00
Full-Time	7.00	7.00	0.00	7.00	1.00	8.00
Part-Time	0.00	0.00	0.00	0.00	0.00	0.00
Total	7.00	7.00	0.00	7.00	1.00	8.00
Public Works						
Public Works Director	0.50	0.50		0.50		0.50
Equipment Operator	0.50	0.50		0.50		0.50
Full-Time	1.00	1.00	0.00	1.00	0.00	1.00
Part-Time	0.00	0.00	0.00	0.00	0.00	0.00
Total	1.00	1.00	0.00	1.00	0.00	1.00
Total General Fund						
Full-Time	11.00	12.00	0.25	12.25	1.00	13.25
Part-Time	0.50	0.00	1.25	1.20	0.00	1.20
Total	11.50	12.00	1.50	13.45	1.00	14.45
<u>ECONOMIC DEVELOPMENT CORP. (4A)</u>						
Administration						
Development Coordinator	0.00	0.00	0.25	0.25		0.25
Full-Time	0.00	0.00	0.25	0.25	0.00	0.25
Part-Time	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.25	0.25	0.00	0.25

TOWN OF NORTHLAKE

Personnel Distribution

Full-Time Equivalents

	2006/07 Actual	2007/08 Adopted	2007/08 Changes	2007/08 Actual	2008/09 Requests	2008/09 Adopted
<u>ECONOMIC DEVELOPMENT CORP. (4B)</u>						
Administration						
Development Coordinator	0.00	0.00	0.25	0.25		0.25
Full-Time	0.00	0.00	0.25	0.25	0.00	0.25
Part-Time	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.25	0.25	0.00	0.25
<u>HOTEL OCCUPANY TAX FUND</u>						
Administration						
Development Coordinator	0.00	0.00	0.25	0.25	0.00	0.25
Full-Time	0.00	0.00	0.25	0.25	0.00	0.25
Part-Time	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.00	0.00	0.25	0.25	0.00	0.25
<u>UTILITY FUND</u>						
Administration						
Accounting Clerk - Part Time	0.00	0.00	0.25	0.30		0.30
Full-Time	0.00	0.00	0.00	0.00	0.00	0.00
Part-Time	0.00	0.00	0.25	0.30	0.00	0.30
Total	0.00	0.00	0.25	0.30	0.00	0.30
Public Works						
Public Works Director	0.50	0.50		0.50		0.50
Equipment Operator	0.50	0.50		0.50		0.50
Full-Time	1.00	1.00	0.00	1.00	0.00	1.00
Part-Time	0.00	0.00	0.00	0.00	0.00	0.00
Total	1.00	1.00	0.00	1.00	0.00	1.00
Total Utility Fund						
Full-Time	1.00	1.00	0.00	1.00	0.00	1.00
Part-Time	0.00	0.00	0.25	0.30	0.00	0.30
Total	1.00	1.00	0.25	1.30	0.00	1.30
<u>All Funds Total</u>						
Full-Time	12.00	13.00	1.00	14.00	1.00	15.00
Part-Time	0.50	0.00	1.50	1.50	0.00	1.50
Total	12.50	13.00	2.50	15.50	1.00	16.50

TOWN OF NORTHLAKE

COMMUNITY PROFILE

Date of Incorporation 1960
 Form of Government Mayor/Council
 Area 2245 acres (14sq. miles)

Mean Household Income \$93,420

Area Fire Protection

Roanoke Fire Department
 Argyle Fire Department

Police Protection

Number of Stations 1
 Number of Sworn Personnel 8

Area Recreational Parks and Facilities 5

Area Libraries

6 in the surrounding communities of Roanoke, Ponder, Justin and Keller

Education

The University of North Texas
 University of Texas-Arlington
 Southern Methodist University
 Texas Wesleyan University
 Texas Christian University
 Texas Woman's University
 North Central Texas College
 Tarrant County College
 Northwest, Ponder, Argyle Independent School Districts
 Elementary Schools 15
 Intermediate School (5th-6th grades) 1
 Middle Schools 5
 High Schools 3

Railroads:

Burlington Northern Santa Fe
 Fort Worth & Western Railroad

Air Service:

DFW Airport (34 miles) Commercial
 Alliance Airport (14 miles) Industrial
 Meacham Airport (28 miles) General Aviation
 Northwest Regional (4 miles) General Aviation

Highways:

Interstate I-35
 State Highways SH 114, 156, FM 407

Distance in Miles To:

Denton 14
 Fort Worth 30
 Dallas 42
 Houston 281
 Chicago 926
 Los Angeles 1378
 New York 1576

Tax Rate Per \$100 Valuation

Northlake \$0.295
 Argyle ISD \$1.04005
 Northwest ISD \$1.335
 Ponder ISD \$1.22821

Avg. Single Family Home Value \$279,900

Area Community Facilities

Motels 7
 Hospitals 6
 Churches 46

Utilities

Natural Gas Atmos Energy Corporation
 COSERV
 Electricity TXU Electric
 COSERV
 Telephone Southwestern Bell
 Internet Verizon
 Residential, Commercial & Industrial Waste IESI

Major Employers

Alliance Texas
 Argyle ISD
 Charley's Concrete Plant
 Clorox Distribution Center
 Hydro Conduit
 Northwest ISD
 Coyote Texas
 Texas Motor Speedway

Incentives:

Freeport Exemptions
 Interstate
 Intrastate
 Economic Development Incentives



ORDINANCE NO. 08-0918C

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS FIXING AND LEVYING MUNICIPAL AD VALOREM TAXES OF THE TOWN OF NORTHLAKE, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2008 AND ENDING SEPTEMBER 30, 2009 AT THE RATE OF \$0.29500 PER ONE HUNDRED DOLLARS (\$100.00), AND FOR DIRECTING THE ASSESSMENT THEREOF; PROVIDING FOR A DATE ON WHICH SUCH TAXES BECOME DUE AND DELINQUENT TOGETHER WITH PENALTIES AND INTEREST THEREON; PROVIDING FOR REPEALING, SAVINGS AND SEVERABILITY CLAUSES; PROVIDING FOR AN EFFECTIVE DATE OF THIS ORDINANCE; AND PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF.

WHEREAS, the Town Council hereby finds that the tax for the fiscal year beginning October 1, 2008 and ending September 30, 2009, thereafter levied for current expenses of the Town and the general improvements of the Town and its property must be levied to provide the revenue requirements of the budget for the ensuing year; and

WHEREAS, the Town Council approved on September 11, 2008 a separate budget ordinance for the fiscal year beginning October 1, 2008 and the 2008 Appraisal Roll of the Town of Northlake as approved by the Appraisal Review Board of the Denton County Appraisal District; and

WHEREAS, all statutory and constitutional requirements concerning the levying and assessing of ad valorem taxes have been completed in due and correct time.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS:

Section 1. Findings Incorporated. The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

Section 2. Tax Levied. There is hereby levied and ordered to be assessed and collected for the fiscal year beginning October 1, 2008 and ending on September 30, 2009, and for each fiscal year thereafter until it be otherwise provided and ordained on all property situated within the corporate limits of the Town of Northlake, Texas, and not exempt from taxation by valid law, an ad valorem tax rate of \$0.07345/\$100 valuation for interest and sinking funds required on the Town's bonded indebtedness and \$0.22155/\$100 valuation for the general

operations of the Town for a total of \$0.29500 on each One Hundred Dollar (\$100.00) valuation of such property.

Section 3. Due Date of Taxes. The taxes assessed and levied hereby are payable anytime after the approval and publication of this Ordinance and not later than January 31 of the year following the year in which the taxes are assessed. The penalties and interest provided for herein shall accrue after January 31 of the year following the year in which the taxes are assessed. However, if the entire taxes due as provided herein are paid in full by January 31 of the year following the year in which the taxes are assessed, no penalty or interest shall be due.

Section 4. Penalties and Interest. A delinquent tax shall incur the maximum penalty and interest authorized by Section 33.01, Texas Property Tax Code, to-wit: a penalty of six percent (6%) of the amount of the tax for the first calendar month it is delinquent, plus one percent (1%) for each additional month or portion of a month the tax remains unpaid prior to July 1st of the year in which it becomes delinquent.

Provided, however, a tax that is delinquent on July 1st of the year in which it becomes delinquent shall incur a total penalty of twelve percent (12%) of the amount of the delinquent tax without regard to the number of months the tax has been delinquent. A delinquent tax shall also accrue interest at a rate of one percent (1%) for each month or portion of a month the tax remains unpaid. Taxes that remain delinquent on July 1 of the year in which they become delinquent shall incur an additional penalty of fifteen percent (15%) of the amount of taxes, penalty and interest due; such additional penalty is to defray the costs of collection as authorized by Section 6.30, Texas Property Tax Code.

Section 5. Place of Payment/Collection. Taxes are payable at the office of the Tax Assessor/Collector. The Town shall have available all rights and remedies provided by law for the enforcement of the collection of taxes levied under this ordinance.

Section 6. Tax Roll. The tax roll, as presented to the Town Council, together with any supplement thereto, is hereby accepted.

Section 7. Savings/Repealing Clause. All provisions of any ordinance in conflict with this Ordinance are hereby repealed; but such repeal shall not abate any pending prosecution for violation of the repealed Ordinance, nor shall the repeal prevent prosecution from being commenced for any violation if occurring prior to the repeal of the Ordinance. Any remaining portions of conflicting ordinances shall remain in full force and effect.

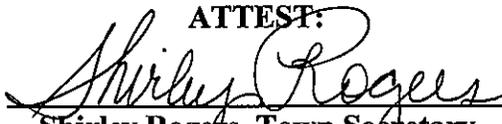
Section 8. Severability. Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The Town hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared unconstitutional or invalid.

Section 9. Effective Date. This Ordinance shall become effective from and after its adoption.

**PASSED AND APPROVED BY THE TOWN COUNCIL OF THE TOWN OF
NORTHLAKE, TEXAS this 18th day of September, 2008.**



Peter Dewing, Mayor

ATTEST:


Shirley Rogers, Town Secretary



ORDINANCE NO. 08-0918B

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS, APPROVING AND ADOPTING A BUDGET FOR THE TOWN FOR THE FISCAL YEAR OCTOBER 1, 2008 THROUGH SEPTEMBER 30, 2009; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Northlake, Texas has held work sessions and a public hearing on the budget for the Town of Northlake, Texas for the fiscal year 2008 - 2009; and

WHEREAS, the Town Council concluded its public hearing on said budget on September 4, 2008; and

WHEREAS, the Town Council, upon full consideration of the matter, is of the opinion that the budget hereinafter set forth is proper and should be adopted;

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS:

Section 1. That appropriations as designated for the payment of expenses for the operation of the town government, hereinafter itemized by a true and correct copy of the budget document hereto attached as Exhibit A, are hereby approved.

Section 2. That expenditures during the fiscal year shall be made in accordance with budget approved by this ordinance, unless otherwise authorized by a duly enacted ordinance of the Town, said Budget document being on file for public inspection in the office of the Town Secretary.

Section 3. That the necessity for making and approving a budget for the fiscal year, as required by the laws of the State of Texas, require that this Ordinance shall take effect immediately from and after its passage, as the law in such case provides.

DULY PASSED AND APPROVED by the Town Council of the Town of Northlake, Texas this 18th day of September, 2008.


Peter Dewing, Mayor

Attest:

Shirley Rogers, Town Secretary

www.town.northlake.tx.us