

Town of Northlake

Proposed Budget

For Fiscal Year Starting October 1, 2011

This budget will raise less total property taxes than last year's budget by \$26,111 or 3.56%, and of that amount \$62,608 is a tax revenue decrease due to taxable property value lowered on the tax roll this year offset by \$36,497 in 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

Michael Ganz

Earl (Bo) Roberts

Danny Simpson

Roger Sessions

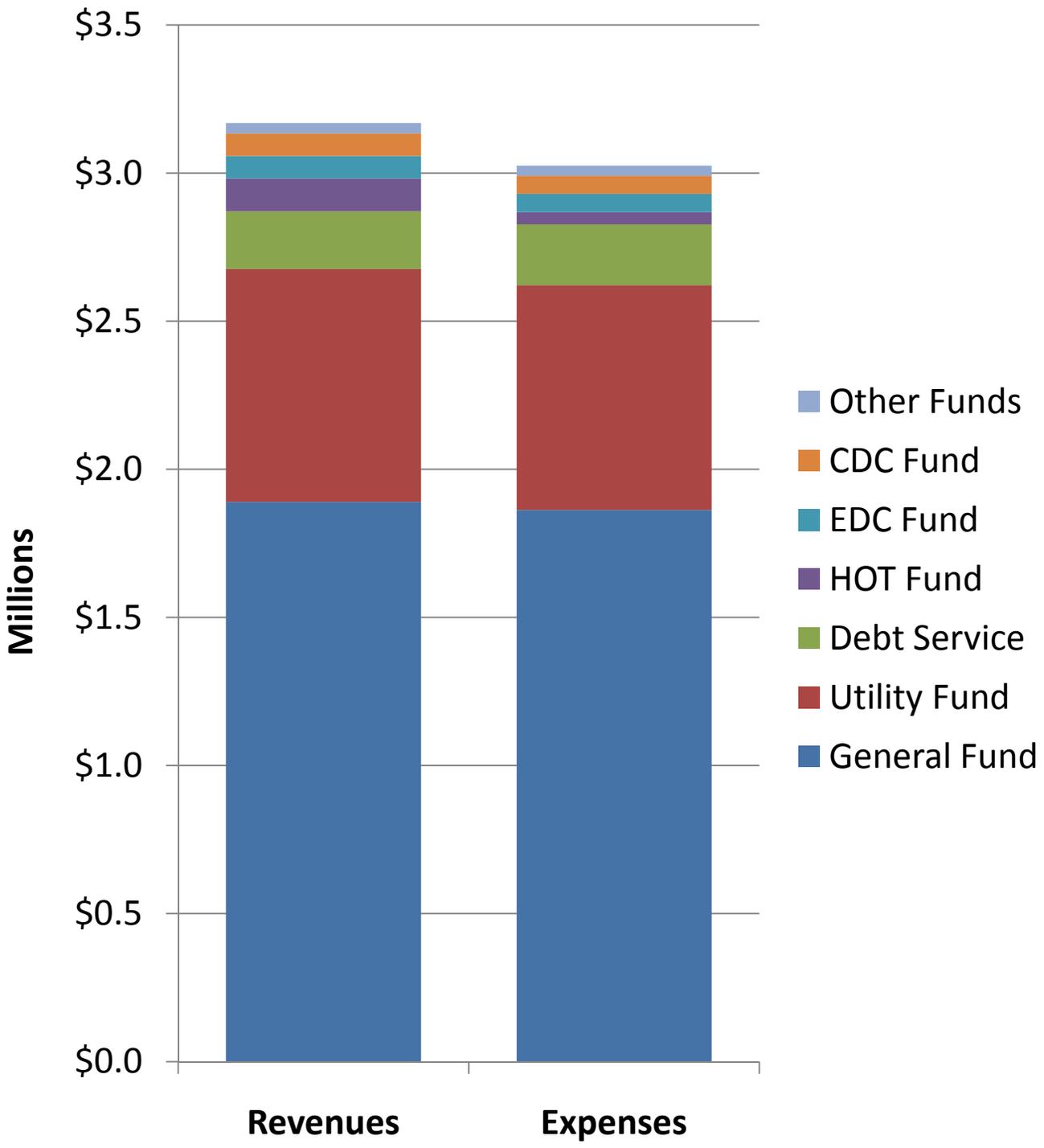
Drew Corn, Town Administrator

Kate Boatler, Finance Director

www.town.northlake.tx.us

Town of Northlake

All Funds Summary



TOWN OF NORTHLAKE

Property Tax Summary

Certified
2011 Tax Year

Net Taxable Value:

Total Certified Market Value as of July 21, 2011	\$ 326,787,427
Less Exemptions:	
Disabled Veteran	\$ (98,000)
Over 65	\$ (350,000)
Homestead	\$ (320,803)
Less Value Losses:	
Agricultural Productivity	\$ (70,176,957)
Non-profit Organization	\$ (4,711,488)
Personal Property Nominal Inventory	\$ (6,338)
Freeport Inventory	\$ (4,752,525)
Pollution Control	\$ -
Total Reduction to Values	<u>\$ (80,416,111)</u>
 Add Estimated Minimum ARB Protested Values	 \$ 2,400,539
 Net Taxable Value	 <u><u>\$ 248,771,855</u></u>

Estimated Property Tax Collections:

Net Taxable Value	\$ 248,771,855
Proposed Tax Rate per \$100 valuation	\$ 0.295
 Estimated Property Tax Levy	 <u>\$ 733,877</u>

Tax Rate Distribution Schedule:

	<u>% of Tax Rate</u>	<u>Tax Rate per \$100</u>
Maintenance and Operations	73.4%	\$ 0.2166
Debt Service	26.6%	\$ 0.0784
 Total Distribution of Tax Rate	 <u>100.0%</u>	 <u>\$ 0.295</u>

Distribution of Estimated Tax Revenue:

Maintenance and Operations	\$ 538,877
Debt Service	\$ 195,000
 Total Estimated Tax Revenue	 <u><u>\$ 733,877</u></u>

TOWN OF NORTHLAKE

General Fund	FY 2010 Actual	FY 2011 Adopted	FY 2011 As of June 30	FY 2011 Revised	FY 2012 Proposed
BEGINNING FUND BALANCE	\$ 127,390	\$ 303,399		\$ 303,399	\$ 338,181
Court Fines	552,622	645,000	455,388	625,000	645,000
Sales Tax	107,858	120,000	91,585	135,000	150,000
Ad Valorem	703,489	616,894	649,528	650,000	553,877
Permits and Registrations	11,420	6,500	7,336	7,500	7,500
Franchise Fees	134,826	177,000	132,622	170,500	194,500
Building Permits	42,070	85,000	21,934	25,000	69,500
Development	23,480	60,000	3,804	11,500	62,000
Transfers	209,000	177,000	132,750	177,000	190,000
Other Revenue	17,673	19,075	38,286	40,000	17,575
REVENUES	1,802,438	1,906,469	1,533,234	1,841,500	1,889,952
Payroll & Benefits	965,615	1,142,660	783,834	1,069,543	1,133,806
Supplies	123,463	185,340	86,291	123,536	152,722
Maintenance	59,830	85,660	36,183	78,898	86,750
Utilities	31,452	29,150	22,936	30,657	37,920
Services	377,655	399,000	255,890	371,144	391,550
Capital Outlay	32,977	-	1,451	60,940	-
Transfers to Equipment	-	-	-	14,000	60,000
Lease Purchase Debt Service	35,437	62,000	55,875	58,000	-
EXPENSES	1,626,430	1,903,810	1,242,460	1,806,718	1,862,748
REV OVER/(UNDER) EXP	176,009	2,659	290,773	34,782	27,204
ENDING FUND BALANCE	\$ 303,399	\$ 306,058		\$ 338,181	\$ 365,385

TOWN OF NORTHLAKE

Debt Service	FY 2010 Actual	FY 2011 Adopted	FY 2011 As of June 30	FY 2011 Revised	FY 2012 Proposed
BEGINNING FUND BALANCE	\$ 23,443	\$ 26,670		\$ 26,670	\$ 12,419
Taxes, Fees & Fines	115,266	135,951	141,931	142,000	195,000
Permits and Registrations	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Building Permits	-	-	-	-	-
Development	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Transfers	-	-	-	-	-
Other Revenue	15	-	-	-	-
REVENUES	115,281	135,951	141,931	142,000	195,000
Payroll & Benefits	-	-	-	-	-
Supplies	-	-	-	-	-
Maintenance	-	-	-	-	-
Utilities	-	-	-	-	-
Services	-	300	300	300	300
Capital Outlay	-	-	-	-	-
Lease Purchase Debt Service	112,054	155,951	147,812	155,951	205,079
Transfers	-	-	-	-	-
EXPENSES	112,054	156,251	148,112	156,251	205,379
REV OVER/(UNDER) EXP	3,227	(20,300)	(6,180)	(14,251)	(10,379)
ENDING FUND BALANCE	\$ 26,670	\$ 6,370		\$ 12,419	\$ 2,041

TOWN OF NORTHLAKE

Hotel Occupancy Tax	FY 2010 Actual	FY 2011 Adopted	FY 2011 As of June 30	FY 2011 Revised	FY 2012 Proposed
BEGINNING FUND BALANCE	\$ 453,784	\$ 498,798		\$ 498,798	\$ 568,787
Taxes, Fees & Fines	99,064	125,000	84,652	110,000	110,000
Permits and Registrations	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Building Permits	-	-	-	-	-
Development	-	-	-	-	-
Transfers	-	-	-	-	-
Other Revenue	901	5,000	568	1,000	1,000
REVENUES	99,965	130,000	85,220	111,000	111,000
Payroll & Benefits	16,387	23,911	16,661	23,911	23,805
Supplies	1,618	2,000	-	2,000	2,000
Maintenance	-	-	100	-	-
Utilities	286	-	229	-	-
Services	11,661	15,100	14,010	15,100	15,600
Capital Outlay	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
Transfers	25,000	-	-	-	-
EXPENSES	54,952	41,011	31,000	41,011	41,405
REV OVER/(UNDER) EXP	45,014	88,989	54,220	69,989	69,595
ENDING FUND BALANCE	\$ 498,798	\$ 587,787		\$ 568,787	\$ 638,382

TOWN OF NORTHLAKE

Economic Development Corp.	FY 2010 Actual	FY 2011 Adopted	FY 2011 As of June 30	FY 2011 Revised	FY 2012 Proposed
BEGINNING FUND BALANCE	\$ 282,873	\$ 292,127		\$ 292,127	\$ 266,308
Taxes, Fees & Fines	53,929	60,000	45,793	60,000	75,000
Permits and Registrations	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Building Permits	-	-	-	-	-
Development	-	-	-	-	-
Transfers	12,500	-	-	-	-
Other Revenue	623	2,500	2,848	2,500	1,000
REVENUES	67,052	62,500	48,641	62,500	76,000
Payroll & Benefits	17,584	19,219	12,679	19,219	19,305
Supplies	578	2,000	55	2,000	3,000
Maintenance	26	-	-	-	250
Utilities	286	-	229	-	-
Services	19,325	47,100	9,093	47,100	18,700
Capital Outlay	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
Transfers	20,000	20,000	15,000	20,000	20,000
EXPENSES	57,798	88,319	37,056	88,319	61,255
REV OVER/(UNDER) EXP	9,254	(25,819)	11,585	(25,819)	14,745
ENDING FUND BALANCE	\$ 292,127	\$ 266,308		\$ 266,308	\$ 281,053

TOWN OF NORTHLAKE

Community Development Corp.	FY 2010 Actual	FY 2011 Adopted	FY 2011 As of June 30	FY 2011 Revised	FY 2012 Proposed
BEGINNING FUND BALANCE	\$ 270,279	\$ 278,062		\$ 278,062	\$ 252,243
Taxes, Fees & Fines	53,929	60,000	45,793	60,000	75,000
Permits and Registrations	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Building Permits	-	-	-	-	-
Development	-	-	-	-	-
Transfers	12,500	-	-	-	-
Other Revenue	578	2,500	2,819	2,500	1,000
REVENUES	67,008	62,500	48,611	62,500	76,000
Payroll & Benefits	17,584	19,219	12,679	19,219	19,305
Supplies	590	2,000	44	2,000	3,000
Maintenance	26	-	-	-	250
Utilities	286	-	229	-	-
Services	20,739	47,100	12,815	47,100	18,700
Capital Outlay	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
Transfers	20,000	20,000	15,000	20,000	20,000
EXPENSES	59,225	88,319	40,767	88,319	61,255
REV OVER/(UNDER) EXP	7,783	(25,819)	7,844	(25,819)	14,745
ENDING FUND BALANCE	\$ 278,062	\$ 252,243		\$ 252,243	\$ 266,988

TOWN OF NORTHLAKE

Other Special Revenue	FY 2010 Actual	FY 2011 Adopted	FY 2011 As of June 30	FY 2011 Revised	FY 2012 Proposed
BEGINNING FUND BALANCE	\$ 92,978	\$ 98,158		\$ 98,158	\$ 113,878
Interest	609	-	64	-	-
Court Technology	16,052	15,000	13,176	15,000	15,000
Court Security	12,093	10,000	9,926	10,000	10,000
Seatbelt Fees	8,999	5,000	14,336	20,000	10,000
Seized Monies	645	-	-	15,000	-
State Training	1,124	-	1,100	-	-
Child Safety	1,431	-	1,471	-	-
REVENUES	40,954	30,000	40,073	60,000	35,000
Payroll & Benefits	-	-	-	-	-
Supplies	8,673	17,750	1,062	18,750	12,250
Maintenance	-	-	-	-	-
Utilities	4,020	6,000	2,546	6,000	6,000
Services	13,733	9,530	10,388	9,530	10,030
Capital Outlay	9,348	-	-	10,000	-
Transfers	-	-	-	-	3,000
Lease Purchase Debt Service	-	-	-	-	3,000
EXPENSES	35,774	33,280	13,996	44,280	34,280
REV OVER/(UNDER) EXP	5,180	(3,280)	26,076	15,720	720
ENDING FUND BALANCE	\$ 98,158	\$ 94,878		\$ 113,878	\$ 114,598

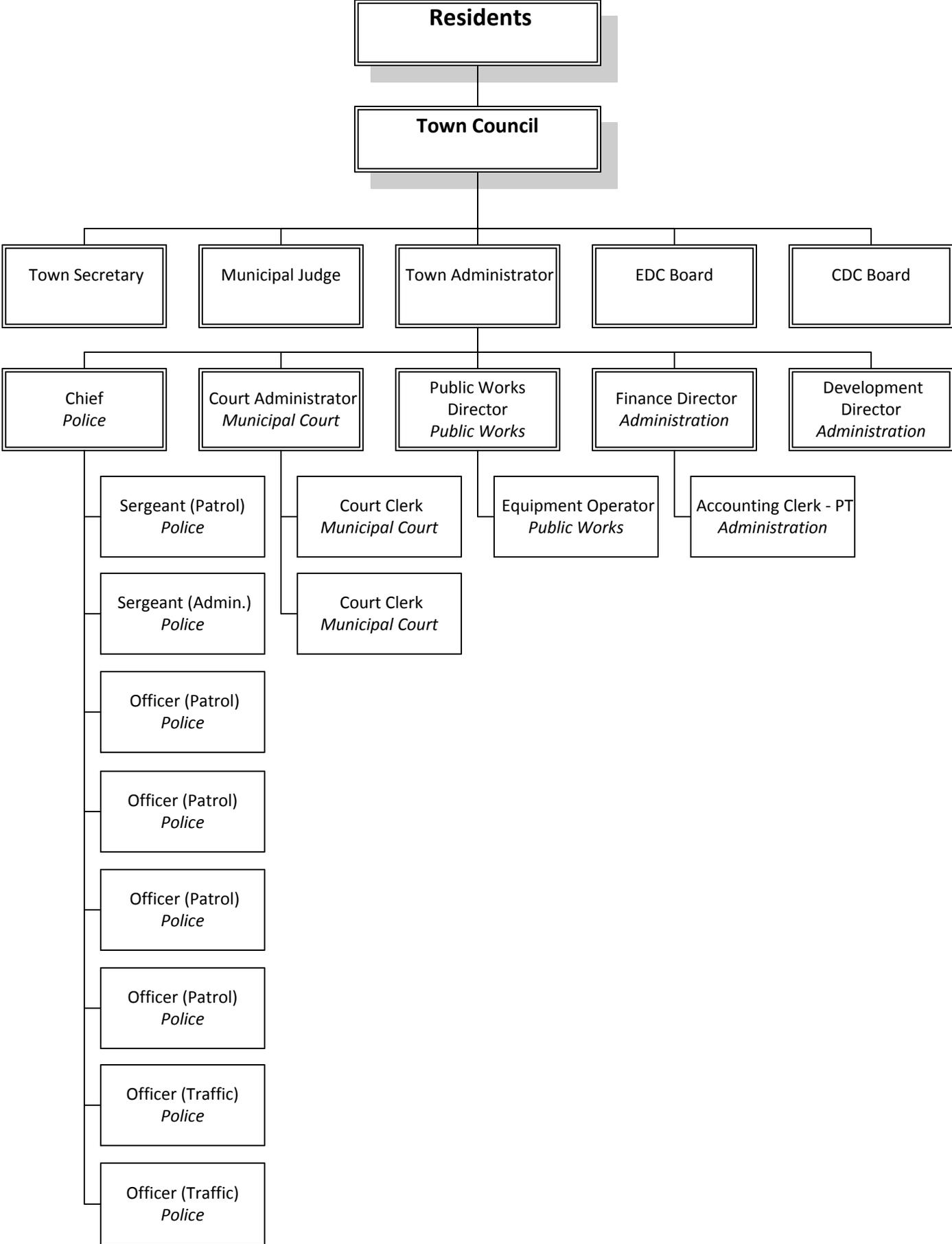
TOWN OF NORTHLAKE

Utility Fund & Impact Fees	FY 2010 Actual	FY 2011 Adopted	FY 2011 As of June 30	FY 2011 Revised	FY 2012 Proposed
BEGINNING FUND BALANCE	\$ 570,844	\$ 489,531		\$ 489,531	\$ 93,023
Water Sales	465,630	550,000	381,353	550,000	600,000
Water Fees	1,005	2,500	30	500	2,500
Sewer Sales	136,265	150,000	116,620	150,000	165,000
Sewer Fees	2,500	7,500	500	1,000	3,500
Cost Recovery Fees	20,120	-	3,707	5,000	10,000
Other Revenue	16,058	10,000	6,059	7,500	5,200
REVENUES	641,578	720,000	508,269	714,000	786,200
Payroll & Benefits	83,068	102,519	68,905	93,718	105,800
Supplies	12,255	21,320	11,700	17,915	23,250
Maintenance	26,092	49,000	8,242	46,050	45,250
Utilities	319,206	356,000	179,675	334,200	343,700
Services	102,116	137,401	48,886	139,925	26,951
Capital Outlay	11,153	341,700	325,190	341,700	5,000
Transfers	169,000	137,000	102,750	137,000	159,000
Lease Purchase Debt Service	-	-	-	-	-
EXPENSES	722,891	1,144,940	745,348	1,110,508	708,951
REV OVER/(UNDER) EXP	(81,313)	(424,940)	(237,080)	(396,508)	77,249
ENDING FUND BALANCE	\$ 489,531	\$ 64,591		\$ 93,023	\$ 170,272
Budget Requests					
Phase 1 Water Meter Radio Read					\$ 50,000
REVISED ENDING FUND BALANCE					\$ 120,272

TOWN OF NORTHLAKE

Equipment Replacement	FY 2010 Actual	FY 2011 Adopted	FY 2011 As of June 30	FY 2011 Revised	FY 2012 Proposed
BEGINNING FUND BALANCE	\$ -	\$ -		\$ -	\$ 14,000
Transfer from Police				14,000	54,000
Transfer from Public Works					9,000
Transfer from Water Operations					9,000
REVENUES	-	-	-	14,000	72,000
Payroll & Benefits					
Supplies					
Maintenance					
Utilities					
Services					
Capital Outlay					
Transfers					
Lease Purchase Debt Service					54,000
EXPENSES	-	-	-	-	54,000
REV OVER/(UNDER) EXP	-	-	-	14,000	18,000
ENDING FUND BALANCE	\$ -	\$ -		\$ 14,000	\$ 32,000

TOWN OF NORTHLAKE
Organizational Chart



TOWN OF NORTHLAKE

Personnel Distribution

Full-Time Equivalents

	2009/10 Actual	2010/11 Adopted	2010/11 Changes	2010/11 Actual	2011/12 Requests	2011/12 Proposed
<u>GENERAL FUND</u>						
Administration						
Town Administrator	1.00	1.00		1.00		1.00
Town Secretary	1.00	1.00		1.00		1.00
Development Director (25%)	0.00	0.00		0.00	0.25	0.25
Development Coordinator (25%)	0.25	0.25		0.25	(0.25)	0.00
Finance Director (65%)	0.00	0.00		0.00	0.65	0.65
Accountant/Budget Analyst (65%)	0.00	0.50	0.15	0.65	(0.65)	0.00
Accounting Clerk - Part Time (65%)	0.50	0.40		0.40		0.40
Full-Time	2.25	2.75	0.15	2.90	0.00	2.90
Part-Time	0.50	0.40	0.00	0.40	0.00	0.40
Total	2.75	3.15	0.15	3.30	0.00	3.30
Municipal Court						
Court Administrator	1.00	1.00		1.00		1.00
Court Clerk	1.00	1.00	1.00	2.00		2.00
Court Clerk - Part Time	0.80	0.80	(0.80)	0.00		0.00
Full-Time	2.00	2.00	1.00	3.00	0.00	3.00
Part-Time	0.80	0.80	(0.80)	0.00	0.00	0.00
Total	2.80	2.80	0.20	3.00	0.00	3.00
Police						
Police Chief	1.00	1.00		1.00		1.00
Lieutenant	1.00	1.00	(1.00)	0.00		1.00
Sergeant	1.00	1.00	1.00	2.00		1.00
Police Officer	5.00	5.00	1.00	6.00		6.00
Full-Time	8.00	8.00	1.00	9.00	0.00	9.00
Part-Time	0.00	0.00	0.00	0.00	0.00	0.00
Total	8.00	8.00	1.00	9.00	0.00	9.00
Public Works						
Public Works Director (50%)	0.50	0.50		0.50		0.50
Equipment Operator (50%)	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	13.25	13.75	2.15	15.90	0.00	15.90
Part-Time	1.30	1.20	(0.80)	0.40	0.00	0.40
Total	14.55	14.95	1.35	16.30	0.00	16.30
<u>ECONOMIC DEVELOPMENT CORP.</u>						
Administration						
Development Director (25%)	0.00	0.00		0.00	0.25	0.25
Development Coordinator (25%)	0.25	0.25		0.25	(0.25)	0.00
Full-Time	0.25	0.25	0.00	0.25	0.00	0.25
Part-Time	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.25	0.25	0.00	0.25	0.00	0.25

TOWN OF NORTHLAKE

Personnel Distribution

Full-Time Equivalents

	2009/10 Actual	2010/11 Adopted	2010/11 Changes	2010/11 Actual	2011/12 Requests	2011/12 Proposed
<u>COMMUNITY DEVELOPMENT CORP.</u>						
Administration						
Development Director (25%)	0.00	0.00		0.00	0.25	0.25
Development Coordinator (25%)	0.25	0.25		0.25	(0.25)	0.00
Full-Time	0.25	0.25	0.00	0.25	0.00	0.25
Part-Time	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.25	0.25	0.00	0.25	0.00	0.25
<u>HOTEL OCCUPANY TAX FUND</u>						
Administration						
Development Director (25%)	0.00	0.00		0.00	0.25	0.25
Development Coordinator (25%)	0.25	0.25		0.25	(0.25)	0.00
Full-Time	0.25	0.25	0.00	0.25	0.00	0.25
Part-Time	0.00	0.00	0.00	0.00	0.00	0.00
Total	0.25	0.25	0.00	0.25	0.00	0.25
<u>UTILITY FUND</u>						
Administration						
Finance Director (35%)	0.00	0.00		0.00	0.35	0.35
Accountant/Budget Analyst (35%)	0.00	0.25	0.10	0.35	(0.35)	0.00
Accounting Clerk - Part Time (35%)	0.30	0.30		0.30		0.30
Full-Time	0.00	0.25	0.10	0.35	0.00	0.35
Part-Time	0.30	0.30	0.00	0.30	0.00	0.30
Total	0.30	0.45	0.10	0.65	0.00	0.65
Public Works						
Public Works Director (50%)	0.50	0.50		0.50		0.50
Equipment Operator (50%)	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	1.25	0.10	1.35	0.00	1.35
Part-Time	0.30	0.30	0.00	0.30	0.00	0.30
Total	1.30	1.55	0.10	1.65	0.00	1.65
<u>All Funds Total</u>						
Full-Time	15.00	15.75	2.25	18.00	0.00	18.00
Part-Time	1.60	1.50	(0.80)	0.70	0.00	0.70
Total	16.60	17.25	1.45	18.70	0.00	18.70