

Town of Northlake, Texas

Annual Budget, Fiscal Year 2012-2013

When Opportunity Knocks



Cover Artwork

Photos provided by Hillwood Communities

Faught Family Farmhouse location of future Harvest community



Town of Northlake

Proposed Budget

For Fiscal Year Starting October 1, 2012

This budget will raise less total property taxes than last year's budget by \$56,832 or 7.55%, and of that amount \$72,894 is a tax revenue decrease due to taxable property value lowered on the tax roll this year offset by \$16,062 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

Rena Hardeman

Roger Sessions

Danny Simpson

Drew Corn, Town Administrator

Misty Shaw, Town Accountant/Budget Analyst

www.town.northlake.tx.us

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October 1, 2012

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 2012/2013. This budget reflects the intent of Mayor Dewing, the statutory budget officer for the Town. 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.

The last few years have created challenges in terms of available resources. The mortgage crisis in 2008 has effectively shut down growth in Northlake. Only those building projects that were underway continued with the last significant addition to property values occurring in 2010. During this period, commercial properties (valued on an income-based approach) were significantly reduced in 2009 and 2010 only to slowly recovery in 2011 and 2012. As commercial values increased, mineral values dropped precipitously; wiping out the commercial property recovery. For 2012, sales tax revenues have returned to the pre-2008 levels. The absence of growth equates to no new water customers hence water revenues have remained flat over the last two years.

From 2009 to 2012, the general fund expenses have remained flat. Staff was able to accomplish this by controlling costs, deferring maintenance and replacement of equipment, and reducing contract services even with certain costs increasing such as fuel, debt service, and wholesale water. During this time the Town has been transitioning from leasing vehicles and equipment to purchasing which has reduced financing costs. The FY 2013 proposed general fund budget is an increase of 3.5% from previous year. Most of this increase is a partial implementation of the salary survey recommendations. Northlake continues to lag behind other communities in terms of salaries and many neighboring communities have proposed salary increases further widening the gap between Northlake and competing employers.

While many options were considered including spending cuts and property tax increases, Mayor Dewing’s direction to staff when developing the budget was to maintain the current tax rate with the same service levels. In fact, the tax rate has remained at 29.5¢ per \$100 valuation since 1997 when it was last increased from 25¢ to the current rate. Although no spending cuts were proposed, dropping property tax revenues have forced staff to focus only on basic services and continually look for ways operate more efficiently and cost effectively.

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. As the Town's financial plan for FY 2012/2013, the budget illustrates appropriations and projected revenues. 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 mayoral goals for FY 2012/2013 as ratified by the Town Council during the Budget Work Session on May 24, 2012.

- Maintain fiscal responsibility
- Implement strategic issues in the Northlake Comprehensive Plan
- Increase economic and business development
- Enhance road improvement and maintenance
- Expand and maintain water and sewer infrastructure
- Attract and retain highly qualified personnel
- Develop facilities to mitigate risks and control costs
- Validate external and internal services and capabilities
- Increase productivity and efficiency through technology
- Encourage job-related training and education

A detailed discussion of mayoral budget goals can be found later in the budget document.

Property values, due to decreases in appraised value for mineral property, are estimated to decrease from a market value of \$329,187,966 in 2011, to \$322,677,580 in 2012. After exemptions, losses and caps, the taxable value is \$235,936,582. Applying the proposed tax rate of 29.5¢ per \$100 valuation, property taxes account for \$696,013 an approximately 5 percent decrease from property tax revenue last fiscal year. Of this amount \$508,913 will be dedicated to maintenance and operations and the remaining \$187,100 will pay debt service. The decrease in property tax revenue is anticipated to be partially offset by increases in sales tax revenue and development related fees. Franchise fees and traffic citation revenue is expected to remain at current levels.

All department heads have submitted budget requests that maintain current service levels. Healthcare costs have increased 15% over last year. Retirement costs have increased slightly. Fuel costs continue to remain stable and are anticipated to remain so for Fiscal Year 2012/2013. Maintenance costs are increasing due to the age of equipment. Supply costs are also increasing because of the increases in staff and activity. Many costs for services have decreased due to more favorable contracts with new providers or with renewed providers.

The overarching focus of the proposed service enhancements is to protect and maintain the Town's existing assets and resources. From the Town's financial resources: the proposed budget will allow the Town to increase reserves to approximately \$400,000 as well as fund

service enhancements. To the Town's human resources: the proposed budget will continue to offer competitive salaries and benefits. One of Northlake's greatest assets is its location in relation to future anticipated growth. To protect this asset a number of studies are proposed to be conducted next fiscal year. These studies will ensure the vision of the Northlake Comprehensive Plan is followed.

The proposed service enhancements are as follows:

- Maintain fiscal responsibility: water rate study to ensure adequate resources for operations.
- Implement strategic issues in Comp Plan: drainage area study in the southern industrial sector as identified in the Industrial Area Sector Plan.
- Attract and retain highly qualified personnel: 2% across the board cost of living allowance; salary adjustment for employees below proposed salary range; police step plan adjustment to increase starting pay and avoiding compression; and continued 100% coverage for employee health benefits with a partial dependent subsidy.
- Validate external and internal services and capabilities: purchase of a crew cab for transport of public works staff to jobsites.
- Develop facilities to mitigate risks and control costs: upgrade office equipment; provide officer safety and interdiction equipment; and locate Town infrastructure within geographic information system.
- Increase productivity and efficiency through technology: interface for viewing and paying traffic citation online; court imaging system to reduce file storage and increase access; portable radar read-out speed limit sign; and financial software for the creation of reports and in-house analysis.
- Encourage job-related training and education: increase of achievement pay for obtaining certifications.

In 2007, the Town conducted a water and sewer rate study to determine if the water and sewer rates were adequate to cover operations. The budget proposes conducting another study along a typical five year time table. Additionally, the recent water and sewer impact fee study identified two water service areas and it is anticipated that the rate study will reflect these two different service areas by differing rates.

In 2009, the Town updated her comprehensive land use plan. The revised plan identified two industrial areas. One of the plan's strategic actions was to develop an industrial area sector plan. The industrial sector plan highlighted a potential solution for stormwater drainage in industrial areas bordering the Denton Creek floodplain. To this end, Northlake Economic Development and Community Development Corporations are recommending an industrial area drainage study with the hope that more land can be developed and property values increased. This study will also incentivize developers to locate in this area because additional expense for building detention ponds can be avoided.

Retaining and recruiting qualified and capable employees is difficult in the competitive North Texas region especially for a small community. A recent salary survey conducted by the Town had employee pay roughly 10% below market. A proposed 5% salary range adjustment for both civilian and uniformed employees will partially solve this competitive disadvantage. However, the salary range adjustment affects only a handful of employees. A 2% across-the-board cost of living allowance will be given to employees unless their minimum salaries were adjusted above 2% or they are above the maximum salary.

Currently, Northlake Public Works has one vehicle to transport three employees to various jobsites, pick up material and respond to emergencies. In the past, with two employees one vehicle was adequate but not optimal. A crew cab will allow the transport of all staff. An additional vehicle will also allow for more than one project to be underway at a time. Other equipment purchases are officer safety and protection gear, and a radar read-out for speed limit violator awareness to enhance child safety

The Town has been incrementally upgrading her geographic information systems (GIS). GIS is multiple layers of maps that also identify data at critical locations. A smart phone application will find the coordinates of key Town infrastructure when staff hovers over the location. These locations will be inputted virtually into the Town's GIS. Other technology-related improvements are on-line viewing and paying of traffic citations, and in-house production of financial statements and reports currently outsourced.

In summary, the Fiscal Year 2012/2013 budget reflects the budget goals. It serves 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. Even with the decrease in property tax revenue caused by decreased property value appraisals of mineral property and continued slow recovery of sales tax revenue and development related fees, the Town will be able to rebuild General Fund reserves but not at the pace as originally planned. The proposed budget will protect and maintain existing services, provide a competitive compensation package for Town employees, and continue to develop in-house capability of Town staff to continually improve services to Northlake residents, businesses and visitors. 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 last name "Corn" clearly distinguishable.

Drew Corn
Town Administrator

Community Background

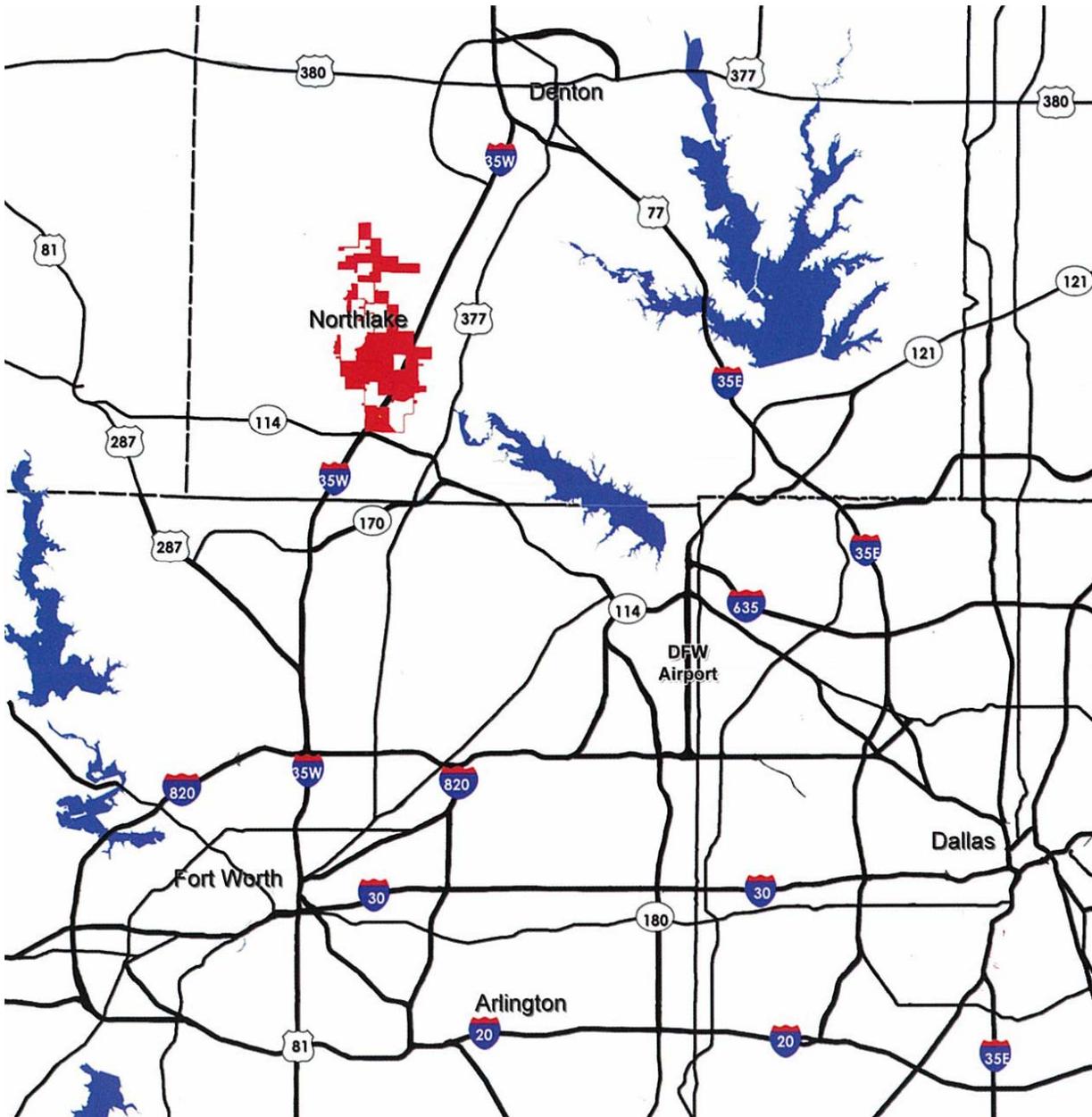
The Town of Northlake was incorporated on December 28, 1960, in an effort to avoid annexation by adjacent cities including Denton and Fort Worth. Dan and Margaret Ashmore were the first Mayor and Secretary of the Town, and they took it upon themselves to enlist the support of 37 families and produce 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 near 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, 20 miles NW of the Dallas-Fort Worth Airport and two miles from Alliance Airport. Northlake is adjacent to I-35W and the Texas Motor Speedway.

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 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. The Town provides 24-hour police service and employs 9 full time Police Officers.

Regional Map



Mayor and Town Council Goals FY 2011/2012

Maintain Fiscal Responsibility

The FY 2011/2012 adopted budget maintained a property tax rate of 29.5¢ per \$100 valuation. FY 2012 saw the establishment of an equipment fund that allows the accumulation of reserves for the cash purchase of vehicles and equipment avoiding short-term financing costs.

Implement Strategic Issues in the Northlake Comprehensive Plan

The Northlake Comprehensive Plan identified a number of initial implementation tasks necessary to ensure development follows the plan. One such task nearing completion the Unified Development Code (UDC) is the compilation of development related ordinances and the translation of general policies and actions of the Comprehensive Plan into specific requirements. Another task previously approved and currently in effect is the Engineering Design Manual (EDM), which includes the public infrastructure requirements for developers. These two documents, the UDC and the EDM will work in tandem to guide growth and development in Northlake.

Another initial implementation task was to prepare a comprehensive park, open space and trail system master plan. The plan will identify potential future facilities needs and allow for timely review of development proposals. The plan will also ensure that opportunities to develop park and trail systems are not compromised. The Community Development Corporation (CDC) provided the funding for the park system master plan. With the assistance of an advisory committee, the plan has been presented to the public for their input on multiple occasions. Council is anticipated to consider the final plan in October, 2012.

Although not a specific implementation task, the need for an industrial sector plan soon became apparent. The Northlake Comprehensive Plan identified two industrial use areas: one at the northeast corner of 35W and SH 114 and the second at the southeast corner of 35W and FM 1171. The two distinct but complementary industrial areas are separated by Denton Creek. The first area will most likely cater to larger distribution centers that rely more heavily on access to major highways. The second area will build off the existing business base surrounding the Northwest Regional Airport and provide industrial lots to small to medium size businesses. The Industrial Sector Plan approved by Council in August 2012 will allow for further refinement of the potential development.

Increase Economic and Business Development

The Town through the Northlake Economic and Community Development Corporations has been aggressively marketing opportunities in Northlake. In November at the International Council of Shopping Centers (ICSC) Texas Conference and Deal Making in San Antonio and in May at the ICSC RECon in Las Vegas, Town, EDC and CDC staff met with multiple restaurant and retail developers to promote Northlake. In conjunction with the Northwest Metroport Chamber, Northlake co-hosted the first annual Alliance Development Forum to tout the

economic advantages of locating business in our region. The EDC and CDC boards also created the Pioneer Grant program which provides a forgivable loan for businesses willing to locate in Northlake with higher grant levels going to first-comers.

Enhance Road Improvement and Maintenance

With the acquisition of a road grader in 2010, Town staff has been able to perform monthly maintenance and handle emergency repairs of gravel roads. Additional funds were allocated for road material purchases both gravel and asphalt. With the mid-year addition of a maintenance worker asphalt repairs can be performed by staff rather than contracting the project out. In addition public works staff replaced a number of culverts that had silted-up and were no longer diverting water under the road.

Expand and Maintain Water and Sewer Infrastructure

During FY 2012, preventive maintenance was performed on all Town fire hydrants, emergency shut-off valves and booster pumps. In the same time period, sewer access points were rebuilt to decrease the amount of rain water infiltrating the Town's sewer system. In March 2012, lightning struck the main well pump at North Ridge Estates. Due to the conservation efforts of the neighborhood and the quick response of the contractor, water pressure was maintained throughout the replacement of the destroyed pump motor.

Attract and Retain Highly Qualified Personnel

The adopted 1% increase in salary for Town civilian employees and up to 3.5% increase for Town police employees kept the Town from losing further ground from neighboring municipalities. The previous year also had a 1% increase for civilian and 3.5% for police which was offset by an increase in employee retirement contributions. Retaining and recruiting the best employees continues to be a challenge but all employees are committed to the vision the council and residents have for the Town: benefitting from controlled quality growth while preserving the historical rural core.

Validate External and Internal Services and Capabilities

Since FY 2009, the Town has added four new staff positions but has managed to keep general fund expenses flat. To accomplish this, contract services were reduced by a comparable amount or additional revenues were earned that offset the new position costs. Through judicious resource allocation, many functions previously performed by contractors are now performed in-house but only when the amount of work warranted. Mid-year FY 2012 an additional public works position was added allowing many more maintenance and repair projects to be accomplished in-house. Having an additional worker improved safety and allowed for multiple projects to be performed simultaneously.

Develop Facilities to Mitigate Risks and Cost Effective Manner

No new facilities have been built since FY 2010. Office and work space has been maximized. Any addition of staff will require additional space whether through lease, expansion or construction.

Increase Productivity and Efficiency through Technology

The fiscal year 2011/2012 budget provided for Phase One of the Radio Water Meter Read project with the purchase of the base system, mobile readers and retrofit of residential water meters. Phase Two will be the retrofit of commercial water meters and will be accomplished in-house on an ad-hoc basis as funding allows.

Encourage Job-related Training and Education

The tuition reimbursement program was put on hold for FY 2012 due to funding restraints. Emphasis has been placed on local training when available. Employees are allowed one out-of-town, in-state conference per year to maintain certifications and memberships.

Mayor and Town Council Goals FY 2012/2013

Maintain Fiscal Responsibility

Although assessed property values have decreased by approximately 5%, the proposed budget maintains the property tax rate at 29.5¢. The Town is able to keep the tax rate the same as the prior year in the face of a reduction in assessed values because of a return of sales tax and development fee revenues back to pre-2008 levels. The proposed budget will rebuild general fund reserves by approximately \$50,000. With the exception of the road grader financing and remaining vehicle leases, the Town will not finance equipment purchases but rather pay cash.

Implement Strategic Issues in the Northlake Comprehensive Plan

The Industrial Sector Plan adopted by Council in August 2012 discovered an opportunity for the economic development corporations to spur development and increase the amount of taxable property within the industrial areas. Both industrial areas border the flood plain headwaters of Lake Grapevine. Typically development that covers ground with buildings and parking lots must build stormwater detention areas so that downstream properties are not adversely affected. Working with the Corps of Engineers, staff will explore if detention ponds can be reduced or completely avoided thereby reducing development costs and increasing the amount of taxable property value.

Increase Economic and Business Development

In fiscal year 2012/2013, the Town will continue to promote Northlake locally through the Alliance Development Forum and Northwest Metroport Chamber and regionally through the International Council of Shopping Centers. The Pioneer Grant program and tailor-made development agreements exemplify Northlake's willingness to incentivize business relocations

and expansions in Northlake. Over the past few years, focused studies have been conducted and targeted materials have been produced. With these sharpened tools and the anticipated rebound of the local and regional economy, Northlake is poised to act quickly on opportunities.

Enhance Road Improvement and Maintenance

Maintenance of gravel and asphalt roads will continue in FY 2013. Due to budget restraints a comprehensive culvert cleaning program has been deferred but Town staff will continue to clean and replace culverts as need and funding allow. The Town will partner at every opportunity with the County, local school districts, gas well operators and property owners to improve roads within Northlake.

Construct and Maintain Water and Sewer Infrastructure per Master Plans

With the implementation of the radio water meter read system, all new water meters will be required to have a radio transmitter. As time and funding are available, Town staff will retrofit existing commercial meters with radio transmitters. Preventive maintenance will continue for water and sewer infrastructure, including cooperation with Trinity River Authority to identify stormwater infiltration into the Town's sewer collection system. Finally, in FY 2013 the Town will perform a water and sewer rate study to ensure the water and sewer rates are providing adequate revenues to cover operational expenses. The rate structure will most likely split between areas that are provided water by the City of Fort Worth Wholesale Services and the Upper Trinity Regional Water District.

Attract and Retain Highly Qualified Personnel

In fiscal year 2012/2013 council authorized a salary and benefit survey. The survey results showed that overall Northlake salaries were ten percent lower than comparable municipalities. The proposal is to implement the salary adjustments in two phases with the first phase bringing salary ranges within five percent of the market median salary. This adjustment will necessitate bringing some employees up to their salary range minimum or adjusted step. For the employees not affected by the salary or step adjustments, a modest two percent cost of living adjustment (COLA) will be given unless they are above their maximum salary range. The salary and step adjustments are \$15,756 or 1.14% of total budget and the remaining COLAs are \$16,006 or 1.16% of total budget.

Validate External and Internal Services and Capabilities

The Town of Northlake provides twenty-four hour police service within her Town limits and is often available to assist the County in unincorporated areas and neighboring communities when backup is needed. Traffic enforcement is currently self-funding and provides for additional backup and allows patrol officers to focus on neighborhood patrols. Increased traffic enforcement creates increased municipal court activity, which is also funded from traffic enforcement operations.

The increase in public works staff from two to three positions allows for the conduct of additional types of repairs and projects due to safety requirements and equipment operator minimums. Since the creation of the development director and accountant positions, the contracts for planning, economic development and financial consulting have all ceased. The next area of focus for staff additions will be in permitting based on need if development continues to increase.

Increase Productivity and Efficiency through Technology

Municipal court operations are very paper intensive and have a high volume of cash and check transactions. Two budget proposals will address these two areas. The first is an imaging system that integrates with our current court software system. The imaging system will decrease the file storage needs and allow for immediate access to court documents for staff and defendants. The second proposal is a web-based credit card interface with the court system. Currently, court outsources credit card payments to a third-party but reconciliation is problematic because of timing lag and the defendant is not able to view their information on-line. The proposed solution will integrate with the court system and provide on-line viewing. In FY 2011, council approved a web-based geographic information system (GIS) mapping program. Staff currently develops customized maps from data and information available from various sources such as the county and the council of governments. At a cost \$6,000 from the utility fund, staff can locate Town infrastructure in GIS by physically going to the site and uploading the coordinates via a smart-phone application.

Develop Facilities to Mitigate Risks and Control Costs

No new facilities are proposed for fiscal year 2012/2013. However, the Town will begin to look toward the future and begin planning for future growth. The location of facilities must be convenient for residents and the size of facilities must be sufficient to safely house necessary staff. With the development of master-planned communities opportunities may arise to locate some Town offices in shared facilities. In addition, the Town is currently partnering with the community's developer to locate water facilities outside the development to a more central location that will still meet the development's needs and provide the Town with a better distribution point.

Encourage Job-related Training and Education

The fiscal year 2013 budget proposed doubling the achievement pay amount to employees for obtaining and maintaining job specific certifications. Currently, the Town pays employees either \$300, \$600, or \$900 annually based on certification level. The proposal would be to increase these amounts to \$600, \$1,200 and \$1,800 annually. The tuition reimbursement program has been cancelled the last few years due to lack of funding and uncertainty by employees considering utilizing the program. The achievement pay increase will encourage employees to increase their certification levels and maintain them going forward.

Fund Summaries

Before moving into the details of the proposed budget for FY 2012/2013, 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
- Capital Projects Funds
- Debt Service Funds
- Special Revenue Funds

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. The Town has recently implemented capital project and debt service funds separate from the General Fund to capture costs associated with these specific activities.

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 Type A Economic Development Fund, Type B Economic Development Fund, Hotel Occupancy Tax Fund, Court Security, Court Technology and Child Safety and Education.

Proprietary Funds

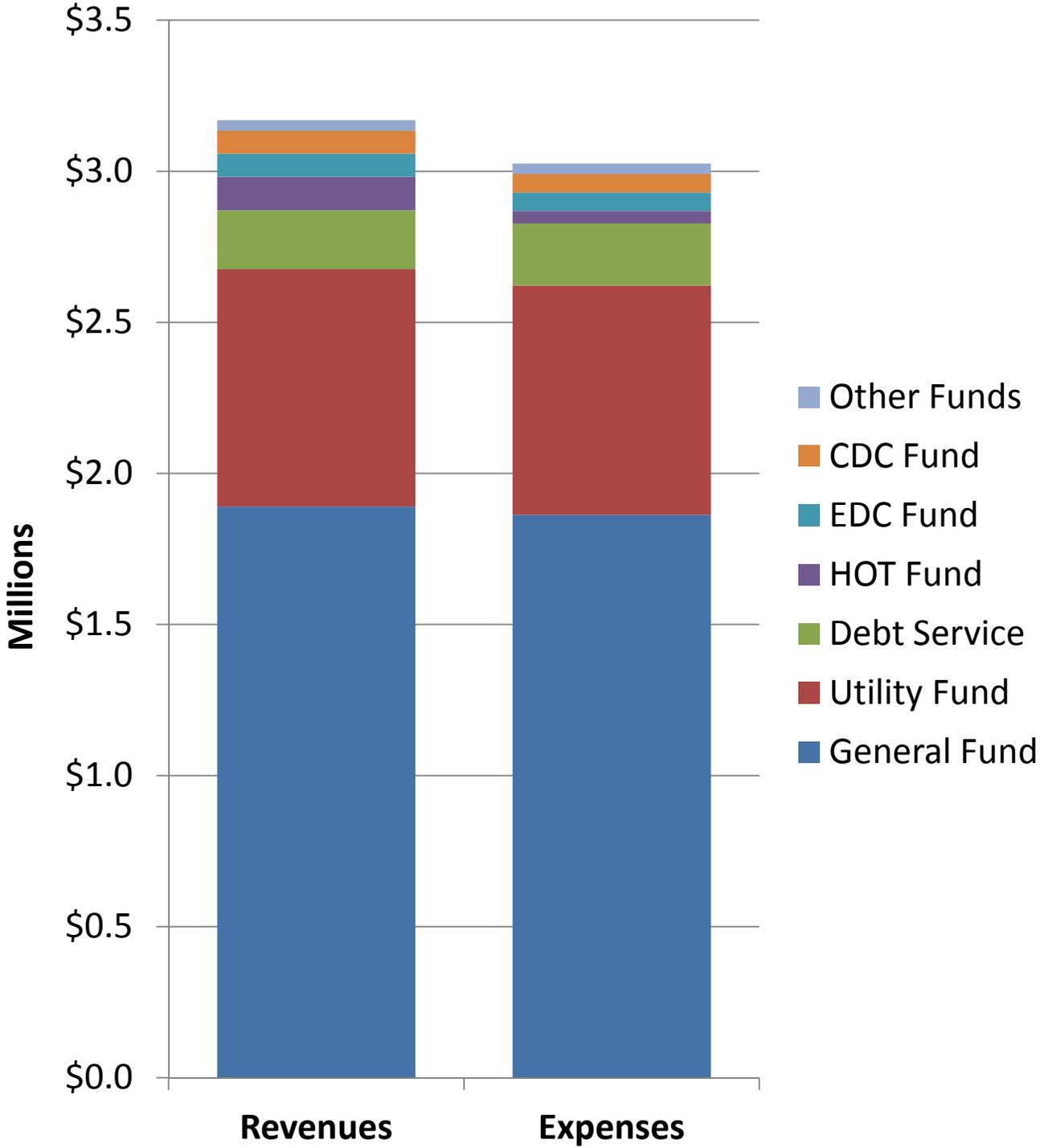
The Proprietary Funds are for ongoing organizations and activities that are similar to those often found in the private sector. These funds include:

- Enterprise Funds
- Internal Service Funds

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 capture and distribute internal service costs such as fleet and building maintenance. The only current internal service fund for Northlake is the Equipment Fund which funds vehicle purchases and leases.

Town of Northlake

All Funds Summary



TOWN OF NORTHLAKE

	Proposed 2012 Tax Year
Property Tax Summary	
<u>Net Taxable Value:</u>	
Total Certified Market Value as of July 24, 2012	\$ 302,348,283
Less Exemptions:	
Disabled Veteran	\$ (91,000)
Over 65	\$ (362,014)
Homestead	\$ (366,900)
Less Value Losses:	
Agricultural Productivity	\$ (77,176,553)
Non-profit Organization	\$ (4,405,939)
Personal Property Nominal Inventory	\$ -
Freeport Inventory	\$ (4,321,177)
Pollution Control	\$ -
Total Reduction to Values	<u>\$ (86,723,583)</u>
 Add Estimated Minimum ARB Protested Values	 \$ 20,311,882
 Net Taxable Value	 <u><u>\$ 235,936,582</u></u>

Estimated Property Tax Collections:

Net Taxable Value	\$ 235,936,582
Proposed Tax Rate per \$100 valuation	\$ 0.295
 Estimated Property Tax Levy	 <u>\$ 696,013</u>

Tax Rate Distribution Schedule:

	<u>% of Tax Rate</u>	<u>Tax Rate per \$100</u>
Maintenance and Operations	73.1%	\$ 0.2157
Debt Service	26.9%	\$ 0.0793
 Total Distribution of Tax Rate	 <u>100.0%</u>	 <u>\$ 0.295</u>

Distribution of Estimated Tax Revenue:

Maintenance and Operations	\$ 508,913
Debt Service	\$ 187,100
 Total Estimated Tax Revenue	 <u><u>\$ 696,013</u></u>

TOWN OF NORTHLAKE
Fund Summaries

General Fund	2011 Actual	2012 Adopted Budget	2012 Revised Budget	2013 Proposed Budget	2013 Adopted Budget
BEGINNING FUND BALANCE	\$ 319,703	\$ 345,775	\$ 345,775	\$ 350,281	\$ 350,281
Court Fines	628,780	645,000	625,000	645,000	663,000
Sales Tax	145,216	150,000	195,000	198,000	198,000
Ad Valorem	649,357	553,877	579,100	529,013	529,013
Permits and Registrations	10,485	7,500	9,250	8,350	8,350
Franchise Fees	159,100	194,500	162,200	166,300	166,300
Building Permits	24,845	69,500	44,500	96,000	96,000
Development	3,804	62,000	32,000	191,500	191,500
Transfers	177,000	190,000	190,000	175,000	175,000
Other Revenue	40,843	17,575	27,675	16,860	16,860
REVENUES	1,839,428	1,889,952	1,864,725	2,026,023	2,044,023
Payroll & Benefits	1,081,804	1,133,806	1,139,251	1,183,731	1,217,522
Supplies	124,318	152,722	126,610	148,040	158,640
Maintenance	63,179	86,750	106,000	101,650	102,550
Utilities	31,399	37,920	34,640	37,801	37,801
Services	370,874	391,550	388,950	392,950	404,435
Capital Outlay	59,981	-	1,500	-	-
Transfers	14,000	60,000	63,268	60,000	69,000
Lease Purchase Debt Service	67,800	-	-	-	-
EXPENSES	1,813,356	1,862,748	1,860,219	1,924,172	1,989,948
REV OVER/(UNDER) EXP	26,072	27,204	4,506	101,851	54,075
ENDING FUND BALANCE	\$ 345,775	\$ 372,979	\$ 350,281	\$ 452,132	\$ 404,356
Budget Requests					
Service Truck 50 % (transfers to Equipment) & Maint/Fuel				12,900	
Incode Credit Card Interface (Net of Fees & Additional Revenue)				(6,515)	
Furniture Replacements for Court/Police Admin				3,000	
Double Certification Pay (Oct)				9,390	
STW Vision Software				4,600	
Police Step Adjustment (Jan)				7,758	
2% COLA & Civilian Salary Adjustments (Jan)				16,643	
REVISED REV OVER/(UNDER) EXP				54,075	54,075
REVISED ENDING FUND BALANCE - UNASSIGNED			\$ 350,281	\$ 404,356	\$ 404,356

TOWN OF NORTHLAKE
Fund Summaries

Debt Service Fund	2011 Actual	2012 Adopted Budget	2012 Revised Budget	2013 Proposed Budget	2013 Adopted Budget
BEGINNING FUND BALANCE	\$ 26,670	\$ 23,049	\$ 23,049	\$ 24,221	\$ 24,221
Taxes, Fees & Fines	143,197	195,000	206,500	189,600	189,600
Permits and Registrations	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Building Permits	-	-	-	-	-
Development	-	-	-	-	-
Bond Proceeds	-	-	-	-	-
Transfers	-	-	-	-	-
Other Revenue	993	-	50	40	40
REVENUES	144,190	195,000	206,550	189,640	189,640
Payroll & Benefits	-	-	-	-	-
Supplies	-	-	-	-	-
Maintenance	-	-	-	-	-
Utilities	-	-	-	-	-
Services	300	300	300	300	300
Capital Outlay	-	-	-	-	-
Lease Purchase Debt Service	147,512	205,079	205,079	211,000	211,000
Transfers	-	-	-	-	-
EXPENSES	147,812	205,379	205,379	211,300	211,300
REV OVER/(UNDER) EXP	(3,621)	(10,379)	1,172	(21,660)	(21,660)
ENDING FUND BALANCE - RESTRICTED FOR DEBT SERVICE	\$ 23,049	\$ 12,671	\$ 24,221	\$ 2,561	\$ 2,561

TOWN OF NORTHLAKE
Fund Summaries

	2011	2012	2012	2013	2013
	Actual	Adopted	Revised	Proposed	Adopted
Court Special Revenue Fund	Actual	Budget	Budget	Budget	Budget
BEGINNING FUND BALANCE	\$ 87,313	\$ 104,881	\$ 104,881	\$ 101,751	\$ 101,751
Interest	78	-	150	200	200
Court Technology	17,735	15,000	15,000	17,000	17,000
Court Security	13,345	10,000	11,000	12,000	12,000
Seatbelt Fees	-	-	-	-	-
REVENUES	31,157	25,000	26,150	29,200	29,200
Payroll & Benefits	-	-	-	-	-
Supplies	1,246	12,250	12,250	12,250	12,250
Maintenance	-	-	-	-	-
Utilities	3,059	6,000	4,000	6,000	6,000
Services	9,284	10,030	13,030	10,030	10,030
Capital Outlay	-	-	-	-	27,612
Lease Purchase Debt Service	-	-	-	-	-
Transfers	-	-	-	-	11,088
EXPENSES	13,589	28,280	29,280	28,280	66,980
REV OVER/(UNDER) EXP	17,568	(3,280)	(3,130)	920	(37,780)
ENDING FUND BALANCE	\$ 104,881	\$ 101,601	\$ 101,751	\$ 102,671	\$ 63,971
Budget Requests					
Incode Imaging System				27,612	
Transfer Seat Belt Fees to Child Safety Fund				11,088	
REVISED REV OVER/(UNDER) EXP				(37,780)	(37,780)
REVISED ENDING FUND BALANCE -				\$ 63,971	\$ 63,971
RESTRICTED FOR COURT SECURITY & TECHNOLOGY					

TOWN OF NORTHLAKE
Fund Summaries

Hotel Occupancy Tax Fund	2011 Actual	2012 Adopted Budget	2012 Revised Budget	2013 Proposed Budget	2013 Adopted Budget
BEGINNING FUND BALANCE	\$ 498,797	\$ 570,028	\$ 570,028	\$ 629,721	\$ 629,721
Taxes, Fees & Fines	106,392	110,000	100,000	100,000	100,000
Permits and Registrations	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Building Permits	-	-	-	-	-
Development	-	-	-	-	-
Transfers	-	-	-	-	-
Other Revenue	696	1,000	1,000	1,300	1,300
REVENUES	107,088	111,000	101,000	101,300	101,300
Payroll & Benefits	21,202	23,805	23,805	22,980	23,625
Supplies	-	2,000	1,500	2,000	2,000
Maintenance	100	-	-	-	-
Utilities	305	-	402	-	-
Services	14,250	15,600	15,600	15,600	15,600
Capital Outlay	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
Transfers	-	-	-	-	-
EXPENSES	35,857	41,405	41,307	40,580	41,225
REV OVER/(UNDER) EXP	71,231	69,595	59,693	60,720	60,075
ENDING FUND BALANCE	\$ 570,028	\$ 639,623	\$ 629,721	\$ 690,441	\$ 689,796
Budget Requests					
2% COLA & Civilian Salary Adjustments (Jan)				645	
REVISED REV OVER/(UNDER) EXP				60,075	60,075
REVISED ENDING FUND BALANCE - RESTRICTED FOR PROMOTIONAL ACTIVITIES				\$ 689,796	\$ 689,796

TOWN OF NORTHLAKE

Fund Summaries

Economic Development Corporation Fund	2011 Actual	2012 Adopted Budget	2012 Revised Budget	2013 Proposed Budget	2013 Adopted Budget
BEGINNING FUND BALANCE	\$ 292,126	\$ 284,026	\$ 284,026	\$ 305,816	\$ 305,816
Encumbrances from FY11		19,999	19,999		
Taxes, Fees & Fines	72,608	75,000	97,500	99,000	99,000
Permits and Registrations	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Building Permits	-	-	-	-	-
Development	-	-	-	-	-
Transfers	-	-	-	-	-
Other Revenue	2,636	1,000	600	650	650
REVENUES	75,244	95,999	118,099	99,650	99,650
Payroll & Benefits	18,901	19,305	19,305	19,980	20,625
Supplies	8,170	3,000	2,100	3,000	3,000
Maintenance	-	250	250	250	250
Utilities	305	-	350	402	402
Services	15,330	18,700	54,304	25,200	35,200
Encumbered Services	19,999	-	-	-	-
Capital Outlay	640	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
Transfers	20,000	20,000	20,000	25,000	25,000
EXPENSES	83,344	61,255	96,309	73,832	84,477
REV OVER/(UNDER) EXP	(8,100)	34,744	21,790	25,818	15,173
ENDING FUND BALANCE	\$ 284,026	\$ 318,770	\$ 305,816	\$ 331,634	\$ 320,989
Budget Requests					
South Industrial Area Drainage Study				10,000	
2% COLA & Civilian Salary Adjustments (Jan)				645	
REVISED REV OVER/(UNDER) EXP				15,173	15,173
REVISED ENDING FUND BALANCE - RESTRICTED FOR ECONOMIC DEVELOPMENT				\$ 320,989	\$ 320,989

TOWN OF NORTHLAKE

Fund Summaries

Community Development Corporation Fund	2011 Actual	2012 Adopted Budget	2012 Revised Budget	2013 Proposed Budget	2013 Adopted Budget
BEGINNING FUND BALANCE	\$ 278,063	\$ 267,715	\$ 267,715	\$ 290,155	\$ 290,155
Encumbrances from FY11		20,000	20,000		
Taxes, Fees & Fines	72,608	75,000	97,500	99,000	99,000
Permits and Registrations	-	-	-	-	-
Franchise Fees	-	-	-	-	-
Building Permits	-	-	-	-	-
Development	-	-	-	-	-
Transfers	-	-	-	-	-
Other Revenue	2,600	1,000	550	850	850
REVENUES	75,208	96,000	118,050	99,850	99,850
Payroll & Benefits	18,902	19,305	18,355	19,980	20,625
Supplies	8,159	3,000	1,600	3,000	3,000
Maintenance	-	250	250	250	250
Utilities	305	-	350	402	402
Services	17,551	18,700	55,055	25,200	35,200
Encumbered Services	20,000	-	-	-	-
Capital Outlay	640	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
Transfers	20,000	20,000	20,000	25,000	25,000
EXPENSES	85,556	61,255	95,610	73,832	84,477
REV OVER/(UNDER) EXP	(10,348)	34,745	22,440	26,018	15,373
ENDING FUND BALANCE	\$ 267,715	\$ 302,460	\$ 290,155	\$ 316,173	\$ 305,528
Budget Requests					
South Industrial Area Drainage Study				10,000	
2% COLA & Civilian Salary Adjustments (Jan)				645	
REVISED REV OVER/(UNDER) EXP				15,373	15,373
REVISED ENDING FUND BALANCE - RESTRICTED FOR COMMUNITY DEVELOPMENT				\$ 305,528	\$ 305,528

TOWN OF NORTHLAKE
Fund Summaries

	2011	2012	2012	2013	2013
	Actual	Adopted	Revised	Proposed	Adopted
Police Seizure Fund	Actual	Budget	Budget	Budget	Budget
BEGINNING FUND BALANCE	\$ 1,231	\$ 3,536	\$ 3,536	\$ 13,176	\$ 13,176
Interest	-	-	25	25	25
Seized Monies & Goods	1,025	-	65,800	-	-
Other Income	16,700	-	-	-	-
REVENUES	17,725	-	65,825	25	25
Payroll & Benefits	-	-	-	-	-
Supplies	519	-	550	-	10,000
Maintenance	-	-	-	-	-
Utilities	-	-	-	-	-
Services	1,913	-	12,635	-	-
Capital Outlay	12,988	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
Transfers	-	3,000	43,000	-	-
EXPENSES	15,420	3,000	56,185	-	10,000
REV OVER/(UNDER) EXP	2,305	(3,000)	9,640	25	(9,975)
ENDING FUND BALANCE	\$ 3,536	\$ 536	\$ 13,176	\$ 13,201	\$ 3,201
Budget Requests					
First Responder, Interdiction, and Officer Safety Equipment				10,000	
REVISED REV OVER/(UNDER) EXP			9,640	(9,975)	(9,975)
REVISED ENDING FUND BALANCE - RESTRICTED FOR POLICE ACTIVITIES			\$ 13,176	\$ 3,201	\$ 3,201

TOWN OF NORTHLAKE
Fund Summaries

Police Training Fund	2011 Actual	2012 Adopted Budget	2012 Revised Budget	2013 Proposed Budget	2013 Adopted Budget
BEGINNING FUND BALANCE	\$ (737)	\$ (268)	\$ (268)	\$ 0	\$ 0
Interest	-	-	-	-	-
State Training	1,100	-	-	-	-
Transfers	-	-	268	-	-
REVENUES	1,100	-	268	-	-
Payroll & Benefits	-	-	-	-	-
Supplies	-	-	-	-	-
Maintenance	-	-	-	-	-
Utilities	-	-	-	-	-
Services	631	-	-	-	-
Capital Outlay	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
Transfers	-	-	-	-	-
EXPENSES	631	-	-	-	-
REV OVER/(UNDER) EXP	470	-	268	-	-
ENDING FUND BALANCE - RESTRICTED FOR POLICE TRAINING	\$ (268)	\$ (268)	\$ 0	\$ 0	\$ 0

No longer supported by State funding

TOWN OF NORTHLAKE
Fund Summaries

	2011	2012	2012	2013	2013
Child Safety Fund	Actual	Adopted Budget	Revised Budget	Proposed Budget	Adopted Budget
BEGINNING FUND BALANCE	\$ 10,353	\$ 29,890	\$ 29,890	\$ 50,190	\$ 50,190
Interest	-	-	50	100	100
Seatbelt Fees	19,920	10,000	19,000	23,000	23,000
Child Safety	1,471	-	2,250	1,000	1,000
Transfers	-	-	-	-	11,088
REVENUES	21,391	10,000	21,300	24,100	35,188
Payroll & Benefits	-	-	-	-	-
Supplies	1,854	-	1,000	2,000	2,000
Maintenance	-	-	-	-	-
Utilities	-	-	-	-	-
Services	-	-	-	-	-
Capital Outlay	-	-	-	-	10,000
Lease Purchase Debt Service	-	-	-	-	-
Transfers	-	-	-	-	-
EXPENSES	1,854	-	1,000	2,000	12,000
REV OVER/(UNDER) EXP	19,537	10,000	20,300	22,100	23,188
ENDING FUND BALANCE	\$ 29,890	\$ 39,890	\$ 50,190	\$ 72,290	\$ 73,378
Budget Requests					
Transfer Child Safety Funds from Court Special Revenue				(11,088)	
Child Safety Digital Speed Limit Sign				10,000	
REVISED REV OVER/(UNDER) EXP				23,188	23,188
REVISED ENDING FUND BALANCE - RESTRICTED FOR CHILD SAFETY ACTIVITIES				\$ 73,378	\$ 73,378

TOWN OF NORTHLAKE

Fund Summaries

Utility Fund	2011 Actual	2012 Adopted Budget	2012 Revised Budget	2013 Proposed Budget	2013 Adopted Budget
BEGINNING FUND BALANCE	\$ (79,987)	\$ 4,285	\$ 4,285	\$ 17,015	\$ 17,015
Water Sales	624,639	600,000	600,000	600,000	600,000
Water Fees	250	2,500	1,500	650	650
Sewer Sales	124,074	165,000	165,000	165,000	165,000
Sewer Fees	500	3,500	1,500	500	500
Other Revenue	7,239	5,200	11,150	10,700	10,700
REVENUES	756,702	776,200	779,150	776,850	776,850
Payroll & Benefits	90,838	105,800	113,670	128,880	135,503
Supplies	22,204	23,250	24,500	26,595	31,128
Maintenance	18,191	45,250	32,000	46,700	47,600
Utilities	341,080	343,700	343,700	343,945	343,945
Services	36,919	26,951	35,550	42,350	67,350
Capital Outlay	26,199	55,000	55,000	7,000	13,000
Lease Purchase Debt Service	-	-	-	-	-
Transfers	137,000	159,000	162,000	159,000	168,000
EXPENSES	672,430	758,951	766,420	754,470	806,526
REV OVER/(UNDER) EXP	84,272	17,249	12,730	22,380	(29,676)
ENDING FUND BALANCE	\$ 4,285	\$ 21,534	\$ 17,015	\$ 39,395	\$ (12,661)
Budget Requests					
GIS Mapping Updates				6,000	
Service Truck 50 % (transfers to Equipment)				9,000	
Maintenance/Fuel for Service Truck 50%				3,900	
STW Vision Software				1,533	
2% COLA & Civilian Salary Adjustments (Jan)				5,426	
Double Certification Pay (Oct)				1,197	
Water Rate Study				25,000	
REVISED REV OVER/(UNDER) EXP				(29,676)	(29,676)
REVISED ENDING FUND BALANCE				(12,661)	(12,661)
Nonspendable - Customer Deposits				28,645	28,645
UNRESTRICTED FUND BALANCE				\$ (41,306)	\$ (41,306)

TOWN OF NORTHLAKE
Fund Summaries

Cost Recovery Fund	2011 Actual	2012 Adopted Budget	2012 Revised Budget	2013 Proposed Budget	2013 Adopted Budget
BEGINNING FUND BALANCE	\$ 592,543	\$ 461,137	\$ 461,137	\$ 457,411	\$ 457,411
Encumbrances from FY11		16,924	16,924		
Cost Recovery Fees	3,707	10,000	4,000	3,000	3,000
Other Revenue	586	-	350	450	450
REVENUES	4,293	26,924	21,274	3,450	3,450
Payroll & Benefits	-	-	-	-	-
Supplies	-	-	-	-	-
Maintenance	-	-	-	-	-
Utilities	-	-	-	-	-
Services	83,076	-	25,000	-	-
Encumbered Services	16,924	-	-	-	-
Capital Outlay	35,700	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
Transfers	-	-	-	-	-
EXPENSES	135,700	-	25,000	-	-
REV OVER/(UNDER) EXP	(131,407)	26,924	(3,726)	3,450	3,450
ENDING FUND BALANCE	\$ 461,137	\$ 488,061	\$ 457,411	\$ 460,861	\$ 460,861
Nonspendable - Upper Trinity D	288,000	288,000	288,000	288,000	288,000
UNRESTRICTED FUND BALANCE	\$ 173,137	\$ 200,061	\$ 169,411	\$ 172,861	\$ 172,861

TOWN OF NORTHLAKE
Fund Summaries

	2011	2012	2012	2013	2013
	Actual	Adopted Budget	Revised Budget	Proposed Budget	Adopted Budget
Equipment Fund					
BEGINNING FUND BALANCE	\$ -	\$ 14,000	\$ 14,000	\$ 82,000	\$ 82,000
Transfers from General Fund					
Police - Equipment	14,000	-	-	-	-
Police - Vehicle	-	54,000	51,000	51,000	51,000
Public Works - Vehicle	-	9,000	9,000	9,000	18,000
Transfers from Utility Fund	-	9,000	9,000	9,000	18,000
Transfers from Seizure Fund	-	-	43,000	-	-
Other Revenue	-	-	-	10,000	10,000
REVENUES	14,000	72,000	112,000	79,000	97,000
Payroll & Benefits	-	-	-	-	-
Supplies	-	-	-	-	-
Maintenance	-	-	-	-	-
Utilities	-	-	-	-	-
Services	-	-	-	-	-
Capital Outlay	-	44,000	-	-	120,000
Transfers	-	-	-	-	-
Lease Purchase Debt Service	-	-	44,000	35,000	35,000
EXPENSES	-	44,000	44,000	35,000	155,000
REV OVER/(UNDER) EXP	14,000	28,000	68,000	44,000	(58,000)
ENDING FUND BALANCE	\$ 14,000	\$ 42,000	\$ 82,000	\$ 126,000	\$ 24,000
Budget Requests					
Service Truck					
Transfers In				(18,000)	
Purchase				50,000	
Police Vehicle Purchase				70,000	
REVISED REV OVER/(UNDER) EXP			68,000	(58,000)	(58,000)
REVISED ENDING FUND BALANCE - ASSIGNED TO EQUIPMENT REPLACEMENT			\$ 82,000	\$ 24,000	\$ 24,000

FY 2012/2013 Budget Requests

Growth in Northlake has come to a standstill although initial signs point to resurgence in development. Two new master planned developments spanning 2,245 acres will bring 6,700 rooftops to Northlake and neighboring communities Argyle and Flower Mound have been restarted by new investor groups. Both projects include massive greenbelt areas with trails, parks and lakes, which precisely mirrors the Northlake Comprehensive Plan that calls for this type of environment throughout the Town. In the past Northlake has benefitted from fast paced growth through new properties added to the tax rolls. This year the property value actually declined. Commercial property returns to pre-2008 levels have been offset by dramatic decreases in mineral values. However, the expectations of residents and businesses for Town services remain high. It will be a challenge to continue to effectively and properly serve our community in the face of declining property tax revenue. The hope is that the tax base will grow as development returns to Northlake. These budget requests focus on maintaining current service levels of the Town by enhancing the Town's in-house capabilities and utilizing technology for more cost effective service provision in accordance with the mayoral budget goals. The following descriptions provide details of the proposed service enhancements.

Employee Compensation and Benefits

Over the last two years, the Town has only been able to provide Town non-police staff with a 1% increase to take-home pay and police officers' step plan was reduced due to budget constraints. To understand the Town's position in the market, the council approved a salary and benefit survey and analysis conducted by a third-party. The study showed that Northlake salary ranges were approximately 10% below market and recommended new salary ranges for Town positions. Based on budget constraints, the proposed FY 2012-2013 budget phases the salary range adjustments with the first phase roughly half of the recommendation bringing salary ranges within 5% below market.

As part of the salary range adjustment, non-police employees whose salaries are below their range minimum would be brought to minimum. The range adjustment would not affect employees within the proposed ranges. Police salaries are based on a step plan with each new hire with the Town starting at the first step and then moving up a step each year. The proposed step plan increases the starting salary by about 5% and has a 2% increase for each step. The starting salary increase will aid with recruitment while the 2% differential will avoid compression between the steps. To keep from slipping further behind in the market, a 2% cost of living allowance is proposed for employees not impacted by the minimum salary adjustment or new police step plan. The net impact of these changes for all funds is \$31,762 or less than 1% of total budget.

Many positions require certification specific to the job. Other positions do not have required certifications but the certifications are needed in order to operate certain required systems such as water operations. Certifications are important in terms of expertise and training as well. Currently the Town pays employees \$300, \$600 or \$900 per year for certifications depending

on the level of the certification. To reward the employees for their achievement and to incentivize them to maintain their certifications, the proposed budget doubles the amount for Achievement Pay to \$600, \$1,200 or \$1,800 annually.

Police Replacement Vehicles and Public Works Crew Cab

Through normal traffic enforcement, Northlake police officers have seized cash and vehicles used in illegal activities. These funds can be used for policing activities. One such use is purchasing equipped patrol vehicles. Using available reserves in the Equipment Fund, auction proceeds from the sale of retiring vehicles and proceeds from seizures, the Town will be able to cash purchase two replacement police vehicles leaving only three of nine police vehicles that are currently being financed. The goal is to discontinue short-term vehicle financing when the terms end on the three remaining lease-to-purchase agreements.

With the increase of the public works staff to three positions with the FY 2012 mid-year addition of an equipment operator, public works has been able to perform repairs and maintenance that were unsafe or undoable with two staff. The current public works pickup truck can transport only two staff. An additional truck will allow public works staff to work on multiple projects simultaneously. The proposed truck is a crew cab that seats four which will allow transport of the current public works staff and foreseeable staff additions in the near future. The current pickup truck is a 2007 and has begun experiencing increased maintenance costs. Use of the existing truck will continue but at a decreased pace hopefully increasing the usable life of the vehicle. Reserves have been accumulating in the Equipment Fund for just such a need and the Town will be able to pay cash for the crew cab pickup truck instead of financing the purchase.

Water and Sewer Rate Study

Council approved an Impact Fee Ordinance in 2012 which allows the Town to charge a fee to developers for the impact their development will have on the Town's water and sewer infrastructure. In order to justify this fee a number of steps were necessary. First the Capital Advisory Committee (CAC) approved land use assumptions based on the Northlake Comprehensive Plan. Next these assumptions were used to develop master plans for both the Town's ultimate water and sewer systems. The master plans were then used to project infrastructure needs for the next ten years. Costs were calculated for these needs and were used to calculate the impact fee.

One of the decisions by council was to institute two sets of water impact fees based on the wholesale provider: City of Fort Worth in the southern part of Northlake and Upper Trinity Regional Water District in the northern part. The Town's wholesale providers have very different cost structures. To balance the differing cost structures, a water rate study is necessary and typically sewer is included as well. The Utility Fund has a proposed expense of \$20,000 to fund this study.

Upgrade Municipal Court Web-based Transactions and Implement Records Imaging

Currently, municipal court accepts on-line credit card payments through a third-party provider. An individual paying a citation must go to a separate website to pay with a credit card. The website does not provide any information about the citation, the site only accepts payments. In addition the third-party provider does not interface with the Town's court system, so credit card payments must be reconciled manually. Reconciliation is further complicated by partial payments and varying time lag between posting and receipt of funds. The provider of the court system provides a credit card payment service that not only reconciles payments directly to Town accounts but allows individuals to view their citation on-line and choose from a number of payment options. To fund the credit card service, the Town will charge a \$2 merchant service fee on each credit card transaction and a 3% internet access service fee on all citations.

As the amount of citations have increased based on traffic enforcement activities, the citation and court records have increased proportionally. The increased records have an effect on both the storage space needs but also the amount of time needed for record retrieval. An add-on to the current court system including a dedicated server and scanner will allow court staff to convert citation and court documents to images which can be stored virtually for space savings and easy retrieval. Funding for this service enhancement is from court technology fees specifically collected for uses such as this.

Special Studies from Northlake Comprehensive Plan

Although not a specific implementation task, a conceptual plan outlining a vision to stimulate economic development in industrial areas indentified in the Northlake Comprehensive Plan was recently completed and approved by council. The plan recommended land use, infrastructure needs, and targeted business types, with a potential focus on development of large scale distribution centers for the two industrial use areas at the northeast corner of 35W and SH 114 and at the southeast corner of 35W and FM 1171. An implementation task of the Industrial Sector Plan called for a hydrological study of the area contiguous to Denton Creek and the Lake Grapevine headwaters to determine the possibility of reducing or eliminating the need for stormwater detention. Detention is typically necessary with parking lots and buildings which cause faster runoff. Reducing stormwater detention increases developable land which increases property values. This project is proposed to be funded from the Economic and Community Development Corporations budget at a total cost of \$20,000 or \$10,000 per corporation.

Smart Phone Geographil Information Systems Infrastructure Locating Application

In FY 2011, the Town began subscribing to a web-based Geographic Information System (GIS) service provided by the Town's consultant engineering firm, Halff Associates. A smart phone application is available that will upload location coordinates of Town infrastructure into the Town's GIS.

Portable Radar and Speed Limit Trailer

Per State Law the Town collects child safety fees on seatbelt violations. These fees are used for child safety, awareness and education. One proposed use is to purchase a portable trailer with built-in radar and readout. Also attached to the trailer is the posted speed limit. Radar readouts increase awareness of drivers as to their traveling speed and are portable so they can be placed in areas where child safety concerns are expressed. The estimated cost is \$10,000 to be paid from the Child Safety Fund.

Officer Safety and Interdiction Equipment

The Interstate 35W corridor unfortunately continues to be a corridor for transporting illegal substances. Every traffic stop has the potential to escalate to a life-threatening level. Officer safety equipment is proposed in the budget to include shotguns, long guns, electronic control devices and protection vests. Interdiction equipment allows the officer to act on reasonable suspicion to determine if illegal substances are in a vehicle through sonar and telescopic cameras. Hand-held breathalyzers allow officers to gather evidence immediately. Both types of equipment work toward getting illegal substances and dangerous drivers off the streets. The total costs for the above equipment is not to exceed \$10,000 and is funded from special forfeiture and seizure funds.

TOWN OF NORTHLAKE
Departmental Expenditures

	2011	2012	2012	2013	2013
	Actual	Adopted	Revised	Proposed	Adopted
		Budget	Budget	Budget	Budget
General Fund					
Council					
Payroll & Benefits	1,779	1,000	1,000	1,800	1,800
Supplies	5,954	1,000	1,000	1,150	1,150
Maintenance	2,919	-	-	-	-
Utilities	552	1,500	1,500	750	750
Services	6,688	7,850	3,850	9,850	9,850
Capital Outlay	-	-	-	-	-
Transfers	14,000	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
TOTAL EXPENDITURES	31,892	11,350	7,350	13,550	13,550
Administration					
Payroll & Benefits	226,859	230,611	230,416	219,610	224,650
Supplies	16,846	13,232	12,020	15,775	20,375
Maintenance	645	2,250	2,000	3,100	3,100
Utilities	6,287	7,680	6,400	6,835	6,835
Services	110,394	82,300	68,800	93,500	93,500
Capital Outlay	-	-	-	-	-
Transfers	-	-	3,000	-	-
Lease Purchase Debt Service	-	-	-	-	-
TOTAL EXPENDITURES	361,032	336,073	322,636	338,820	348,460
Town Secretary					
Payroll & Benefits	74,425	76,330	76,030	77,000	77,800
Supplies	4,518	4,730	4,570	4,730	4,730
Maintenance	260	1,500	500	500	500
Utilities	3,172	4,200	3,700	4,364	4,364
Services	13,848	17,000	17,500	17,900	17,900
Capital Outlay	-	-	-	-	-
Transfers	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
TOTAL EXPENDITURES	96,222	103,760	102,300	104,494	105,294
Development					
Payroll & Benefits	-	-	-	17,940	18,832
Supplies	-	-	-	-	-
Maintenance	-	-	-	-	-
Utilities	-	-	-	-	-
Services	-	-	-	58,000	58,000
Capital Outlay	-	-	-	-	-
Transfers	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	75,940	76,832

TOWN OF NORTHLAKE
Departmental Expenditures

	2011	2012	2012	2013	2013
	Actual	Adopted	Revised	Proposed	Adopted
		Budget	Budget	Budget	Budget
General Fund (cont.)					
Municipal Court					
Payroll & Benefits	139,769	154,150	154,150	163,816	160,750
Supplies	9,390	9,280	8,480	9,280	10,780
Maintenance	611	500	500	550	550
Utilities	5,365	6,300	5,800	6,821	6,821
Services	57,820	65,100	74,000	81,900	93,385
Capital Outlay	-	-	-	-	-
Transfers	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
TOTAL EXPENDITURES	212,955	235,330	242,930	262,367	272,286
Police					
Payroll & Benefits	575,103	575,660	585,660	612,100	638,800
Supplies	72,819	87,480	72,440	80,380	81,880
Maintenance	17,370	17,000	16,250	17,000	17,000
Utilities	12,005	12,000	11,500	12,717	12,717
Services	91,106	73,800	90,300	76,300	76,300
Capital Outlay	59,981	-	-	-	-
Transfers	-	51,000	51,268	51,000	51,000
Lease Purchase Debt Service	67,800	-	-	-	-
TOTAL EXPENDITURES	896,183	816,940	827,418	849,497	877,697
Public Works					
Payroll & Benefits	63,870	66,055	76,995	91,465	94,890
Supplies	14,020	37,000	28,100	36,725	39,725
Maintenance	41,174	65,500	86,750	80,500	81,400
Utilities	4,019	6,240	5,740	6,314	6,314
Services	26,132	59,500	48,500	19,500	19,500
Capital Outlay	-	-	1,500	-	-
Transfers	-	9,000	9,000	9,000	18,000
Lease Purchase Debt Service	-	-	-	-	-
TOTAL EXPENDITURES	149,215	243,295	256,585	243,504	259,829

TOWN OF NORTHLAKE
Departmental Expenditures

	2011	2012	2012	2013	2013
	Actual	Adopted	Revised	Proposed	Adopted
		Budget	Budget	Budget	Budget
Hotel Occupancy Tax Fund					
Payroll & Benefits	21,202	23,805	23,805	22,980	23,625
Supplies	-	2,000	1,500	2,000	2,000
Maintenance	100	-	-	-	-
Utilities	305	-	402	-	-
Services	14,250	15,600	15,600	15,600	15,600
Capital Outlay	-	-	-	-	-
Transfers	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
TOTAL EXPENDITURES	35,857	41,405	41,307	40,580	41,225
Court Special Revenue Fund					
Payroll & Benefits	-	-	-	-	-
Supplies	1,246	12,250	12,250	12,250	12,250
Maintenance	-	-	-	-	-
Utilities	3,059	6,000	4,000	6,000	6,000
Services	9,284	10,030	13,030	10,030	10,030
Capital Outlay	-	-	-	-	27,612
Transfers	-	-	-	-	11,088
Lease Purchase Debt Service	-	-	-	-	-
TOTAL EXPENDITURES	13,589	28,280	29,280	28,280	66,980
Economic Development Corporation Fund					
Payroll & Benefits	18,901	19,305	19,305	19,980	20,625
Supplies	8,170	3,000	2,100	3,000	3,000
Maintenance	-	250	250	250	250
Utilities	305	-	350	402	402
Services	15,330	18,700	45,199	25,200	35,200
Capital Outlay	640	-	-	-	-
Transfers	20,000	20,000	20,000	25,000	25,000
Lease Purchase Debt Service	-	-	-	-	-
TOTAL EXPENDITURES	63,345	61,255	87,204	73,832	84,477
Community Development Fund					
Payroll & Benefits	18,902	19,305	18,355	19,980	20,625
Supplies	8,159	3,000	1,600	3,000	3,000
Maintenance	-	250	250	250	250
Utilities	305	-	350	402	402
Services	17,551	18,700	45,950	25,200	35,200
Capital Outlay	-	-	-	-	-
Transfers	20,000	20,000	20,000	25,000	25,000
Lease Purchase Debt Service	-	-	-	-	-
TOTAL EXPENDITURES	64,916	61,255	86,505	73,832	84,477

TOWN OF NORTHLAKE
Departmental Expenditures

	2011	2012	2012	2013	2013
	Actual	Adopted	Revised	Proposed	Adopted
		Budget	Budget	Budget	Budget
Police Seizure Fund					
Payroll & Benefits	-	-	-	-	-
Supplies	519	-	550	-	10,000
Maintenance	-	-	-	-	-
Utilities	-	-	-	-	-
Services	1,390	-	12,635	-	-
Capital Outlay	10,000	-	-	-	-
Transfers	-	3,000	43,000	-	-
Lease Purchase Debt Service	-	-	-	-	-
TOTAL EXPENDITURES	11,908	3,000	56,185	-	10,000
Police Training Fund					
Payroll & Benefits	-	-	-	-	-
Supplies	-	-	-	-	-
Maintenance	-	-	-	-	-
Utilities	-	-	-	-	-
Services	631	-	-	-	-
Capital Outlay	-	-	-	-	-
Transfers	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
TOTAL EXPENDITURES	631	-	-	-	-
Child Safety Fund					
Payroll & Benefits	-	-	-	-	-
Supplies	1,854	-	1,000	2,000	2,000
Maintenance	-	-	-	-	-
Utilities	-	-	-	-	-
Services	-	-	-	-	-
Capital Outlay	-	-	-	-	10,000
Transfers	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
TOTAL EXPENDITURES	1,854	-	1,000	2,000	12,000
Debt Service					
Payroll & Benefits	-	-	-	-	-
Supplies	-	-	-	-	-
Maintenance	-	-	-	-	-
Utilities	-	-	-	-	-
Services	300	300	300	300	300
Capital Outlay	-	-	-	-	-
Transfers	-	-	-	-	-
Lease Purchase Debt Service	147,512	205,079	205,079	211,000	211,000
TOTAL EXPENDITURES	147,812	205,379	205,379	211,300	211,300

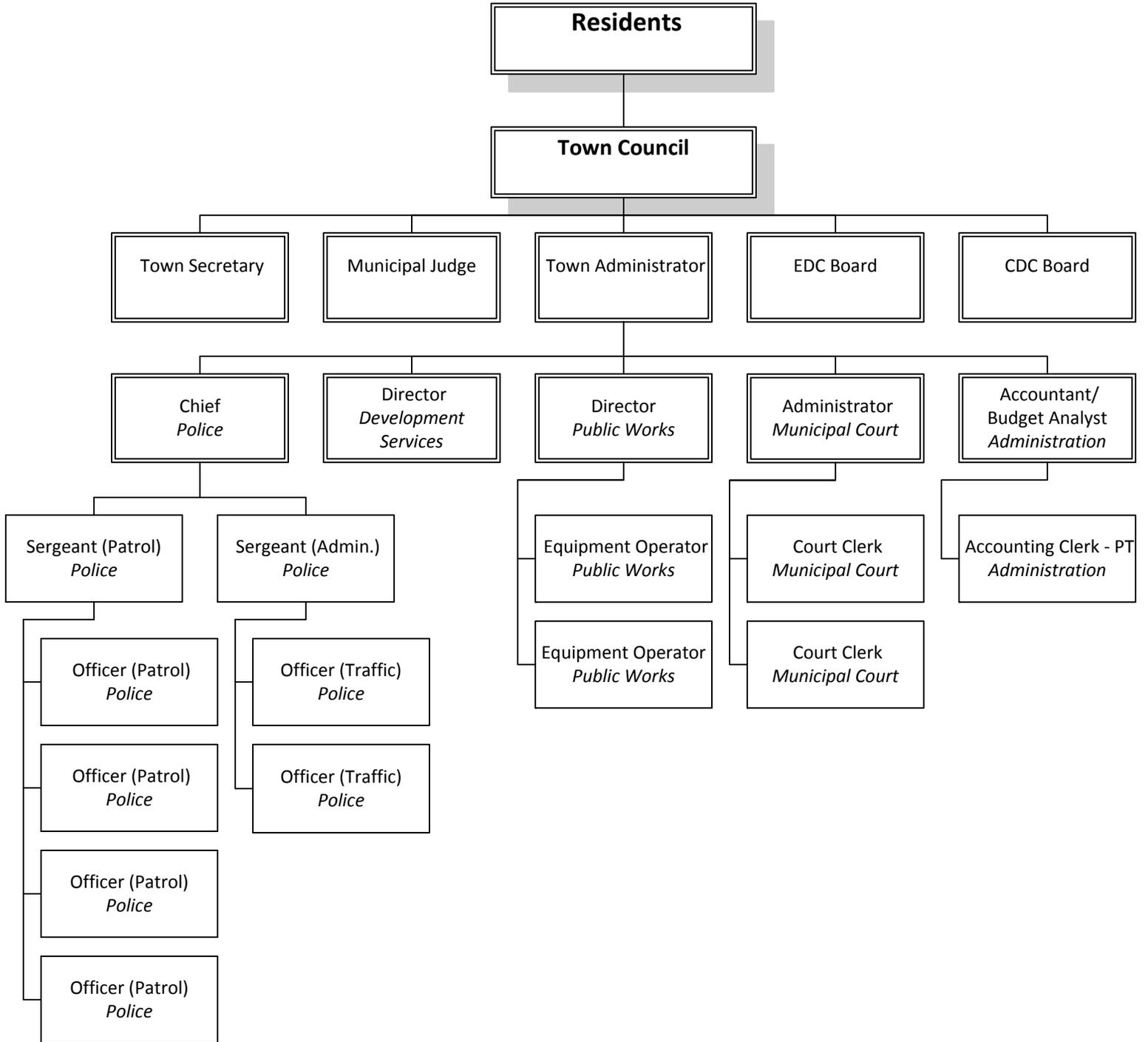
TOWN OF NORTHLAKE
Departmental Expenditures

	2011	2012	2012	2013	2013
	Actual	Adopted	Revised	Proposed	Adopted
		Budget	Budget	Budget	Budget
Utility Fund					
Administration					
Payroll & Benefits	29,809	35,475	35,475	38,150	41,373
Supplies	7,531	5,050	6,550	7,670	9,203
Maintenance	(259)	-	-	200	200
Utilities	2,564	2,640	2,640	2,885	2,885
Services	15,023	9,050	13,050	16,850	16,850
Capital Outlay	-	-	-	-	-
Transfers	137,000	150,000	153,000	150,000	150,000
Lease Purchase Debt Service	-	-	-	-	-
TOTAL EXPENDITURES	191,667	202,215	210,715	215,755	220,511
Public Works					
Payroll & Benefits	61,029	65,325	76,195	90,730	94,130
Supplies	14,673	18,200	17,950	18,925	21,925
Maintenance	18,450	45,250	32,000	46,500	47,400
Utilities	338,516	341,060	341,060	341,060	341,060
Services	10,141	13,500	10,500	13,500	38,500
Capital Outlay	26,199	55,000	55,000	7,000	13,000
Transfers	-	9,000	9,000	9,000	18,000
Lease Purchase Debt Service	-	-	-	-	-
TOTAL EXPENDITURES	469,008	547,335	541,705	526,715	574,015
Cost Recovery Fund					
Payroll & Benefits	-	-	-	-	-
Supplies	-	-	-	-	-
Maintenance	-	-	-	-	-
Utilities	-	-	-	-	-
Services	83,076	-	25,000	-	-
Capital Outlay	35,700	-	-	-	-
Transfers	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
TOTAL EXPENDITURES	118,776	-	25,000	-	-

TOWN OF NORTHLAKE
Departmental Expenditures

	2011	2012	2012	2013	2013
	Actual	Adopted	Revised	Proposed	Adopted
		Budget	Budget	Budget	Budget
Equipment Fund					
Police					
Payroll & Benefits	-	-	-	-	-
Supplies	-	-	-	-	-
Maintenance	-	-	-	-	-
Utilities	-	-	-	-	-
Services	-	-	-	-	-
Capital Outlay	-	44,000	-	-	70,000
Transfers	-	-	-	-	-
Lease Purchase Debt Service	-	-	44,000	35,000	35,000
TOTAL EXPENDITURES	-	44,000	44,000	35,000	105,000
Public Works					
Payroll & Benefits	-	-	-	-	-
Supplies	-	-	-	-	-
Maintenance	-	-	-	-	-
Utilities	-	-	-	-	-
Services	-	-	-	-	-
Capital Outlay	-	-	-	-	50,000
Transfers	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-
TOTAL EXPENDITURES	-	-	-	-	50,000

TOWN OF NORTHLAKE
Organizational Chart



TOWN OF NORTHLAKE

Personnel Distribution

Full-Time Equivalents

	2010/11 Actual	2011/12 Adopted	2011/12 Requests	2011/12 Actual	2012/13 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	0.25		0.25	0.25
Development Coordinator (25%)	0.25	0.00		0.00	0.00
Finance Director (65%)	0.00	0.65		0.00	0.00
Accountant/Budget Analyst (65%)	0.65	0.00		0.65	0.65
Accounting Clerk - Part Time (65%)	0.50	0.50		0.50	0.50
Full-Time	2.90	2.90	0.00	2.90	2.90
Part-Time	0.40	0.50	0.00	0.50	0.50
Total	3.15	3.40	0.00	3.40	3.40
Municipal Court					
Court Administrator	1.00	1.00		1.00	1.00
Court Clerk	1.00	2.00		2.00	2.00
Court Clerk - Part Time	0.80	0.00		0.00	0.00
Full-Time	2.00	3.00	0.00	3.00	3.00
Part-Time	0.80	0.00	0.00	0.00	0.00
Total	2.80	3.00	0.00	3.00	3.00
Police					
Police Chief	1.00	1.00		1.00	1.00
Lieutenant	1.00	0.00		0.00	0.00
Sergeant	1.00	2.00		2.00	2.00
Police Officer	6.00	6.00		6.00	6.00
Full-Time	8.00	9.00	0.00	9.00	9.00
Part-Time	0.00	0.00	0.00	0.00	0.00
Total	8.00	9.00	0.00	9.00	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
Equipment Operator (50%)	0.00	0.00	0.25	0.25	0.50
Full-Time	1.00	1.00	0.25	1.25	1.50
Part-Time	0.00	0.00	0.00	0.00	0.00
Total	1.00	1.00	0.25	1.25	1.50
Total General Fund					
Full-Time	13.90	15.90	0.25	16.15	16.40
Part-Time	1.20	0.50	0.00	0.50	0.50
Total	15.10	16.40	0.25	16.65	16.90
<u>ECONOMIC DEVELOPMENT CORP.</u>					
Administration					
Development Director (25%)	0.00	0.25		0.25	0.25
Development Coordinator (25%)	0.25	0.00		0.00	0.00
Full-Time	0.25	0.25	0.00	0.25	0.25
Part-Time	0.00	0.00	0.00	0.00	0.00
Total	0.25	0.25	0.00	0.25	0.25

TOWN OF NORTHLAKE

Personnel Distribution

Full-Time Equivalents

	2010/11 Actual	2011/12 Adopted	2011/12 Requests	2011/12 Actual	2012/13 Proposed
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COMMUNITY DEVELOPMENT CORP.

Administration

Development Director (25%)	0.00	0.25		0.25	0.25
Development Coordinator (25%)	0.25	0.00		0.00	0.00
Full-Time	0.25	0.25	0.00	0.25	0.25
Part-Time	0.00	0.00	0.00	0.00	0.00
Total	0.25	0.25	0.00	0.25	0.25

HOTEL OCCUPANY TAX FUND

Administration

Development Director (25%)	0.00	0.25		0.25	0.25
Development Coordinator (25%)	0.25	0.00		0.00	0.00
Full-Time	0.25	0.25	0.00	0.25	0.25
Part-Time	0.00	0.00	0.00	0.00	0.00
Total	0.25	0.25	0.00	0.25	0.25

UTILITY FUND

Administration

Finance Director (35%)	0.00	0.35		0.00	0.00
Accountant/Budget Analyst (35%)	0.35	0.00		0.35	0.35
Accounting Clerk - Part Time (35%)	0.30	0.30		0.30	0.30
Full-Time	0.35	0.35	0.00	0.35	0.35
Part-Time	0.30	0.30	0.00	0.30	0.30
Total	0.45	0.65	0.00	0.65	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
Equipment Operator (50%)	0.00	0.00	0.25	0.25	0.50
Full-Time	1.00	1.00	0.25	1.25	1.50
Part-Time	0.00	0.00		0.00	0.00
Total	1.00	1.00	0.25	1.25	1.50

Total Utility Fund

Full-Time	1.35	1.35	0.25	1.60	1.85
Part-Time	0.30	0.30	0.00	0.30	0.30
Total	1.65	1.65	0.25	1.90	2.15

All Funds Total

Full-Time	16.00	18.00	0.50	18.50	19.00
Part-Time	1.50	0.80	0.00	0.80	0.80
Total	17.50	18.80	0.50	19.30	19.80

TOWN OF NORTHLAKE

COMMUNITY PROFILE

Date of Incorporation	1960	<u>Distance in Miles To:</u>	
Form of Government	Mayor/Council	Denton	14
Area	10,662 acres (16.6 sq. miles)	Fort Worth	30
Population	2,110	Dallas	42
Median Household Income	\$61,926	Houston	281
		Chicago	926
		Los Angeles	1378
		New York	1576
<u>Area Fire Protection</u>		<u>Tax Rate Per \$100 Valuation</u>	
Roanoke Fire Department		Northlake	\$0.295000
Argyle Volunteer Fire Department		Argyle ISD	\$1.460050
Justin Volunteer Fire Department		Northwest ISD	\$1.375000
		Ponder ISD	\$1.344610
<u>Police Protection</u>		Denton County	\$0.277357
Number of Stations	1	Emergency Services District #1	\$0.100000
Number of Sworn Personnel	9	Avg. Single Family Home Value	\$242,237
Area Recreational Parks and Facilities	5		
		<u>Area Community Facilities</u>	
<u>Area Libraries</u>		Motels	9
6 in the surrounding communities of Roanoke, Ponder, Justin and Keller		Hospitals	7
		Churches	46
<u>Education</u>		<u>Utilities</u>	
University of North Texas		Natural Gas	ATMOS
University of Texas-Arlington		Electricity	COSERV
Southern Methodist University		Telecommunications	ONCOR
Texas Wesleyan University			COSERV
Texas Christian University			AT&T
Texas Woman's University			Verizon
North Central Texas College		Residential, Commercial & Industrial Waste	IESI
Tarrant County College		Water	Northlake
Northwest, Ponder, Argyle Independent School Districts		Sewer	Northlake
Elementary Schools	17		
Intermediate School (5 th -6 th grades)	1	<u>Major Employers</u>	
Middle Schools	6	Alliance Texas	
High Schools	5	Argyle ISD	
		CEVA Logistics	
<u>Railroads:</u>		Charley's Concrete Plant	
Burlington Northern Santa Fe		Clorox Distribution Center	
Union Pacific		Exel Logistics	
		Hydro Conduit	
<u>Air Service:</u>		Northwest ISD	
DFW Airport (34 miles)	Commercial	Texas Motor Speedway	
Alliance Airport (14 miles)	Industrial		
Meacham Airport (28 miles)	General Aviation		
Northwest Regional (4 miles)	General Aviation		
		<u>Incentives:</u>	
<u>Highways:</u>		Freeport Exemptions	
Interstate	I-35W	Interstate	
State Highways	SH 114, FM 156, FM 407, FM 1171	Intrastate	
		Economic Development Incentives	



ORDINANCE NO. 12-0906B

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, 2012 AND ENDING SEPTEMBER 30, 2013 AT THE RATE OF \$0.295000 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, 2012 and ending September 30, 2013, 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 9, 2012 a separate budget ordinance for the fiscal year beginning October 1, 2012 and the 2013 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, 2012 and ending on September 30, 2013, 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 \$0.0793/\$100 valuation for interest and sinking funds required on the Town's bonded indebtedness and \$0.2157/\$100 valuation for the general operations of the Town for a total of \$0.295000 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.

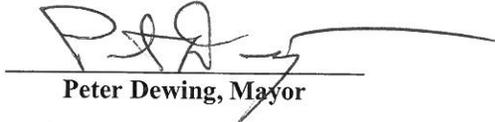
Section 7. Savings/Repealing Clause. All provisions of any ordinance in conflict with this Ordinance are hereby repealed; but such repeal shall not abate any pending prosecution for violation of the repealed Ordinance, nor shall the repeal prevent prosecution from being commenced for any violation if 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.

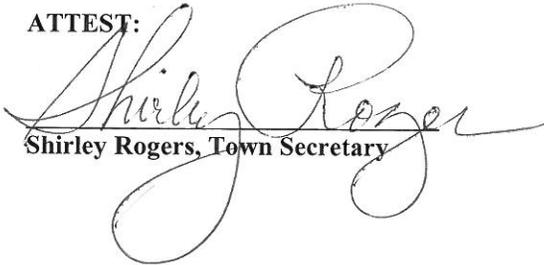
Section 9. Effective Date. This Ordinance shall become effective from and after its adoption.

**PASSED AND APPROVED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS this
6th day of September, 2012**

Town of Northlake, Texas


Peter Dewing, Mayor

ATTEST:


Shirley Rogers, Town Secretary



ORDINANCE NO. 12- 0906A

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, 2012 THROUGH SEPTEMBER 30, 2013; 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 2012 - 2013; and

WHEREAS, the Town Council concluded its public hearing on said budget on August 23, 2012; 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.

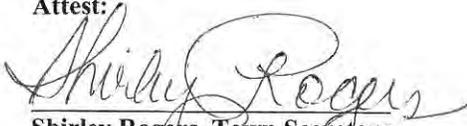
DULY PASSED AND APPROVED by the Town Council of the Town of Northlake, Texas this **6th day of September, 2012.**

Town of Northlake, Texas



Peter Dewing, Mayor

Attest:



Shirley Rogers, Town Secretary

www.town.northlake.tx.us