

**TOWN OF NORTHLAKE, TEXAS
ORDINANCE NO. 17-0907E**

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, 2017 THROUGH SEPTEMBER 30, 2018; 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 2017-2018; and

WHEREAS, the Northlake Economic Development Corporation and the Northlake Community Development Corporation held public hearings on their budgets on August 24, 2017 and

WHEREAS, the Northlake Economic Development Corporation and the Northlake Community Development Corporation recommended their budgets for approval by the Town Council; and

WHEREAS, the Northlake Public Improvement Districts No. 1 and The Highlands Public Improvement District held public hearings on their budgets on August 24, 2017; and

WHEREAS, the Northlake Public Improvement Districts No. 1 and The Highlands Public Improvement District recommended their budgets for approval by the Town Council; and

WHEREAS, the Town Council concluded its public hearing on said budget on August 24, 2017; and

WHEREAS, the Town Council, upon full consideration of the matter, is of the opinion that the budget hereinafter set forth is proper, is in the best interest of the health, safety, and general welfare of the citizens of the Town of Northlake, 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 budget shall be filed with the municipal clerk; a copy of budget, including the cover page, shall be posted on the Town's official website; and the record vote of each member voting on the adoption of the budget shall be posted on the Town's official website.

Section 4. 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 **7th day of September, 2017**



Town of Northlake, Texas

A handwritten signature in black ink, appearing to read "Peter Dewing", is written over a horizontal line.

Peter Dewing, Mayor

Attest:

A handwritten signature in black ink, appearing to read "Shirley Rogers", is written over a horizontal line.

Shirley Rogers, Town Secretary



Building on Success
Investing in the Future

Town of Northlake

2017-2018 Annual Budget



Town of Northlake

Proposed Budget For Fiscal Year Starting October 1, 2017

This budget will raise more total property taxes than last year's budget by \$270,708 or 23.3%, and of that amount \$245,573 is a revenue increase from new property added to tax roll this year.

Town Council

Peter Dewing, Mayor
Mike McBride, Mayor Pro Tem
Michael Ganz
Roger Sessions
Danny Simpson
Jean Young

Drew Corn, Town Administrator
Karen Bolyard, Finance Director

www.town.northlake.tx.us

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August 24, 2017

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

The Town of Northlake budget for the fiscal year 2017/2018 prepares the Town for the ever-growing complexity of municipal operations. As new residents move into planned residential neighborhoods and as new businesses relocate and build in Northlake, expectations of high quality Town services will accompany them. New roads, water and sewer lines and buildings that come with this development must be inspected to ensure conformity with the Town's high standards. The new residents and businesses will both create the need for additional Town services and provide the resources to fund these new needs. Expansion of necessary water and sewer infrastructure and reconstruction and improvement to existing infrastructure will be required to keep up with growth and meet expectations of residents.

Northlake is a microcosm of the North Texas region and of the State of Texas. The Texas "miracle" is shorthand for the economic success Texas has had in attracting major companies to relocate here. Northlake is no exception with the successful recruitment of Farmer Brothers, Wesco Aircraft, Hempel, Allen Distribution and Lab Supply. The Texas Comptroller's office estimates that another Texan is added to our population roughly every minute. The North Texas Commission projects that our region grows by one person every five minutes. These new residents are following the new companies and the jobs they bring. This influx of newcomers has created an increased demand for quality housing. In basic economic terms, increased demand in a housing market with limited supply will increase housing prices.

In multiple surveys of residents and in many conversations with residents, the desire for restaurants and shopping in the area is great. With the addition of employers and their workforce, and of new housing in Northlake and the surrounding area, some quick-serve restaurants have located in Northlake. Rosa's Café was the first followed by Sonic. IHOP and Popeye's, currently in the planning stages, are soon to follow. Although a grocery store is still a few years off, convenience stores have popped up, most recently Quik Trip. Two 7-Eleven stores are locating in Northlake one at State Highway 114 at Dale Earnhardt Way in the south part of Town and the other at Farm-to-Market 407 in the north.

In addition to the increase in market values of housing, new homes and buildings have increased property values in Northlake. Residential property values have increased 64%. Almost two-thirds of this increase is from new construction. The remainder of the increases are due to increases in market value. Sales tax revenues have decreased from last year. However, part of the increases in FY 2017 were one-time sales tax on construction related material for the

Northport 35 and Farmer Brothers projects. A stabilization in sales tax revenues is expected but at much higher levels than in the past. Pressure continues for increases in water and sewer rates to support the Town's utility system operations which are experiencing substantial, annual cost increases from wholesale providers.

From 2009 to 2014, the general fund expenses remained relatively 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 healthcare, debt service, and wholesale water. Starting with the FY 2015 revised budget and continuing in the proposed FY 2018, the Town has increased staffing primarily in police and public works. This trend is proposed to continue with the addition of four positions; administrative assistants in Police and Public Works and inspectors in Public Works and Development Services. The administrative assistants will assist with reporting to State and federal regulatory agencies. In Police, the assistant will also fulfill open records requests, primarily accident reports, and in Public Works, the assistant will manage the work order system insuring tasks, personnel and materials are properly assigned. The public works infrastructure inspector and development services code compliance coordinator are specialized positions that will ensure developer-built infrastructure meets Town standards and existing and proposed activities and uses meet Town codes.

In the FY 2017 proposed budget, Northlake returned to investing in road infrastructure. The last major investment was in 2005 when the Town issued \$1,900,000 in debt to improve Florance Road, Holder Road, Evelyn Road, Bingham Road and Schober Road. The additional tax base gained from the development of North Ridge Estates allowed the Town capacity to issue the 2005 debt. The recent 2016 Series debt totals \$6,700,000 in certificates of obligation to finance the paving of portions of Cleveland-Gibbs Road, Sam Lee Lane, and repaving of Florance Road. Similar to the previous debt issuance, the 2016 debt is being financed by the additional taxable value added from new development, in this case primarily Canyon Falls.

The Town of Northlake has been able to leverage growth to the benefit of the residents and the Town infrastructure. As mentioned previously North Ridge Estates provided funding to pave Schober and Bingham. The Highlands of Northlake brought a water line to North Ridges Estates. Prairie View Farms brought a water line from FM 407 up Faught Road and Stardust Ranch brought a water line from FM 407 up Florance Road. Although Harvest is not in the Town limits, this development provided for the connection with Upper Trinity Regional Water District and the Town Hall pump station and ground storage tanks. The Canyon Falls development will bring a second connection to UTRWD, a trail system and capacity to upgrade Florance, Cleveland-Gibbs and Sam Lee. If history is any predictor of the future, these investments will lead to further increases to the Town's taxable value.

Mayor Dewing's recurring message to staff when developing the budget is to maintain the Town's very low tax rate while maintaining 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. Even though the proposed tax rate will not change, the rate will be over the

effective tax rate of 27.96 cents; legislatively defined as the tax rate needed to provide the same property tax revenues using the upcoming year's tax base. Staff continues to focus on basic services and look for ways operate more efficiently and cost effectively. However due to the expected continued growth in development, the proposed additional staff are needed to maintain the current service levels.

As the Town's financial plan for FY 2017-2018, the budget illustrates appropriations and projected revenues. This budget is also intended to document for residents 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 the Council Budget Principles for FY 2017/2018 as ratified by the Town Council during the Budget Work Session on May 11, 2017.

- Maintain fiscal responsibility while investing in Town resources and assets
- Ensure sustainable development through strategic planning
- Attract and retain various business types for diverse future tax base
- Improve, construct and maintain road, water, sewer and drainage infrastructure
- Recruit, retain and train highly qualified personnel
- Enhance external and internal services and capabilities with appropriate staff and facilities
- Utilize equipment and technology to increase productivity and efficiency

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

Property values are estimated to increase from a market value of \$485,648,798 in 2016, to \$623,274,169 in 2017. After exemptions, losses and caps, the taxable value is projected to increase from \$382,188,447 in 2016 to \$470,440,045 in 2017. Applying the proposed tax rate of 29.5¢ per \$100 valuation, property taxes revenues are \$1,399,204 an approximately 20 percent increase from property tax revenue last fiscal year. Of this amount \$556,935 will be dedicated to debt service and the remaining \$842,269 will pay for maintenance and operations. The increase in property tax revenue is due to a combination of new property growth and increased values. Increases in development related fees are anticipated. Franchise fees are expected to grow as new customers are added.

All department heads submitted budget requests that maintain current service levels. With some modest plan changes, healthcare costs are expected to decrease 6.8% over last year which is below initial projections. Supplies expense category will increase slightly due to increased staff levels. Maintenance costs will increase due to the usage life of equipment and increased focus on road maintenance and repair. Costs for services will increase as outsourced engineering and building inspections will increase proportionally with new development and construction which is reviewed and inspected to meet the Town's high standards.

The general themes of this year's proposed service enhancements are to protect Northlake's future and existing infrastructure and built environment through staff specialization that will further efficiency and productivity, and to navigate the increasingly complex regulatory environment with administrative assistance. From the Town's financial resources: the proposed budget will allow the Town to fund service enhancements, continue to fund maintenance, operations and debt service, and maintain General Fund reserves of approximately \$1,500,000. The proposed fund reserve level surpasses the Town policy of three months of operational expenses by two months.

The proposed service enhancements are as follows:

- Maintain current tax rate of 29.5 cents per \$100 value while supporting debt service and current service levels
- Repave Florance Road from FM 407 to Strader Road, pave Cleveland-Gibbs from FM 407 to FM 1171 and pave Sam Lee Lane from Ashmore to 1,850 feet east
- Microseal Schober and Bingham roads to extend their useful life
- Implement a tiered salary increase ranging from 3% - 4%
- Reduce service retirement from 25 years to 20 years
- Provide an education incentive for post-secondary degrees
- Add two administrative assistant positions in Police and Public Works to assist in State and federal regulations and process open record requests and manage work order system, respectively
- Create two positions in Public Works and Development Services for infrastructure inspection and code compliance
- Finish out Town Hall lease space with move in summer of 2018
- Continue contract with flow monitoring services for maintenance of Town sewer system
- Purchase police and public works replacement vehicles and new vehicle for new code enforcement position
- Fund approximately \$30,000 in enhancements for officer safety, traffic enforcement and criminal investigations
- Begin design of Phase 3 of the northern pressure plain and Phase 1 of the southern pressure plain including ground storage, pumps and elevated tanks

Maintaining one of the lowest tax rates in Denton County, which has one of the lowest county tax rates in Texas, is one of the biggest business recruitment tools in Northlake's tool belt. All increases in the proposed budget are a result of increases in development activity, increases in the number of residents, or investments in upgrading existing infrastructure. The proposed budget is in response to existing needs not in future potential desires. As mentioned previously, the Town of Northlake has a long history of using increased tax base to invest back into the Town. This budget is no different and continued investment avoids potential infrastructure failure in the future.

Retaining and recruiting qualified and capable employees is difficult in the competitive North Texas region especially for a small community. Although a range, the proposed pay raise will

average about 3% which is the federal cost-of-living adjustment. The pay raise methodology is: 5% increase for employees below salary minimum, employees below salary range midpoint will receive a 4% increase, employees above midpoint but below maximum of their salary range will receive 3%, and employees above maximum receive a lump-sum payment of 2% of their annual salary.

Currently, the Town police department provides around the clock patrol services to over 17 square miles of Town limits and by contract for the Harvest community and the City of Draper, in addition to traffic enforcement of Town, County and State roads including almost five miles of Interstate 35W. With a force of 13 licensed peace officers, administrative duties have increased particularly in meeting the reporting requirements of State and federal regulatory agencies. An administrative assistant position will assist the Police Chief in reporting and will also assist in fulfilling over 300 open records request per year which are currently handled by one of three sergeants on staff.

Last year's budget added a detective position. To increase the productivity and efficiency of the detective requests for a rugged laptop, evidence camera and evidence tracking software are being proposed. For traffic enforcement, Police requests two replacement LIDAR (light detection and ranging) devices for vehicle speed detection and three spike strips to stop vehicles. Finally for officer safety additional weapons and protective gear are requested.

The Town of Northlake has two active major developments in Harvest and Canyon Falls and four active rural estate developments in The Highlands, Prairie View, Stardust Ranch and Creek Meadows. In addition, two future developments of Heritage Field and Pecan Square will start in the next few years. As development accelerates, the need for thorough and consistent infrastructure inspections increases. A dedicated infrastructure inspection position will serve a single voice for Public Works and single point of contact for developers. Timely inspections are crucial for proper oversight of developer construction to ensure Town standards and requirements are met prior to a water line being buried or concrete road section being poured.

Over the last ten years, Public Works has grown from two positions to ten in order to operate and maintain the Town's growing water, sewer and road system. As with Police, Public Works must also meet and track numerous State and federal regulations. In addition, with all the various tasks and assignments, Public Works has implemented a work order system that tracks projects, maintenance, assigned personnel and inventory. To assist with regulatory compliance and manage the work order system, Public Works requests an administrative assistant position.

Although much of Northlake development occurred in the last five years, many areas were built ten years to twenty years ago. As buildings and properties age, a tendency for decreased owner attention to maintenance occurs. Currently, the Town contracts with a code enforcement contractor but proposes hiring a full-time position to enforce Town codes. This position will also review plans for adherence to basic zoning requirements for new buildings as well as to landscape, fence, and sign standards.

In the late Eighties when the neighborhoods of Brian's Place and Northlake Country Estates were developed, the Town had much lower standards. The developers of these two neighborhoods were allowed to install gravel for Bingham and Schober roads. Over the years with the help of all Northlake taxpayers, the Town taxpayers have been able to pave these two roads. In 1997, the Town adopted much stricter development requirements so that developments along State Highway 114 and North Ridge Estates were required to install concrete roads. However, to extend the life of Bingham and Schober roads, a request to microseal these roads is included in the proposed budget.

For a small town, Northlake has a vastly expanding water system with over one water meter installed per day. There are over 1,000 water connections in Northlake and to provide safe, reliable water to each customer Northlake must expand its pumping and storage capacity. The southern area of Northlake benefits from being on the low end of the City of Fort Worth's water system and currently receives water at adequate pressure. However, with the development of north Fort Worth this latent pressure will not last forever. It is incumbent on the Town to begin design of storage and pressurization facilities. The northern area of Northlake entered the water distribution business with the addition of pumps and ground storage located at Town Hall as funded by the Belmont Fresh Water Supply District. Belmont FWSD which is now called Harvest designed and constructed Phases 1 and 2 of the northern system. Because of the development of The Highlands, Prairie View, Stardust Ranch and Creek Meadow and the future development of Heritage Field and Pecan Square, the Town has decided to take the lead in the design and construction of Phase 3 for the benefit of all customers. Belmont FWSD will still proportionally participate in the cost of Phase 3 but with the Town in the lead. The initial budget estimates for these two design efforts are \$600,000 each and will be funded from water impact fees.

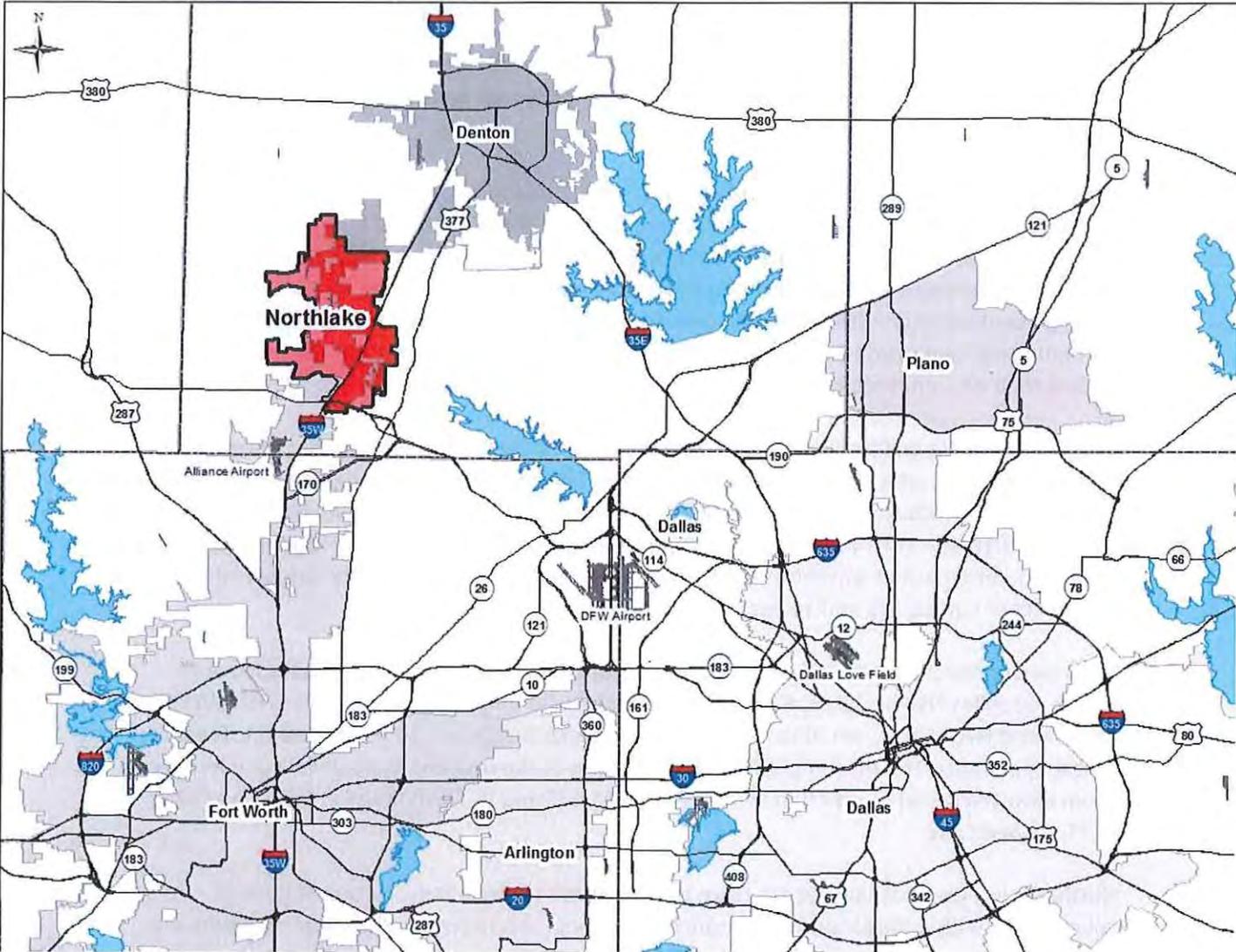
In summary, the Fiscal Year 2017/2018 budget reflects the budget principles. It serves as an operating guide for management staff and presents the Town's financial plan, illustrating anticipated appropriations and projected revenues by which programs are funded. With the growth in property tax revenue due to new construction, the stabilization of sales tax revenue and the anticipated growth in development related fees, the Town balances the increased demand for services and growth to the Town's infrastructure with a proportional increase of resources. The proposed budget will expand existing services specifically for public safety and public improvements, protecting both life and property but also infrastructure and most importantly the rural core of Northlake which is something well worth preserving.

Sincerely,

A handwritten signature in black ink, appearing to read "Drew Corn". The signature is fluid and cursive, with the first name being more prominent.

Drew Corn
Town Administrator

Regional Map



Community Background

The Town of Northlake was incorporated on December 28, 1960, in an effort to avoid annexation by the City of Irving. 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 preserve the rural heritage the residents enjoy to this day.

Growth has arrived from Denton and Fort Worth and also Flower Mound and Roanoke. The vision of the “founding families” to maintain a rural setting is captured in the Northlake Comprehensive Land Use Plan. The Plan attempts to find a balance between the ceaseless pressures for growth with the desire to protect a rural core in the center of the Town limits. Through controlled growth, the Town can improve services and infrastructure without overly burdening existing residents. The original generation of town’s “founding families” have passed on and their descendants are struggling with how best to preserve their ancestors’ legacies.

In 1988, the Town and its citizens were impacted economically with the construction of Alliance Industrial Airport, which is located to the south of Town. In 1995, construction began on the Texas Motor Speedway, which is a NASCAR racing facility that seats 200,000 persons at a single event. In 2016, the construction will be completed for the new national headquarters, roasting facility and distribution warehouse of Farmer Brothers Company one of the largest wholesale producers of coffee, tea and spices.

The Town of Northlake 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. The master planned communities of Harvest and Canyon Falls are located in Town extraterritorial jurisdiction at I-35W and FM 407 and in Town limits at I-35W and FM 1171, respectively.

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 13 full time Police Officers.

Council Budget Principles FY 2016/2017 Revised Budget

Maintain Fiscal Responsibility While Investing in Town Resources and Assets

The adopted budget maintained the property tax rate of 29.5¢. The Town was able to keep the tax rate the same as the prior years due to increases in residential and commercial property values, growth in sales tax and development fee revenues due to development activity. The increased resources were transferred to the building fund in anticipation of lease space finish out costs and support debt service for Series 2016 Certificates of Obligation.

Ensure Sustainable Development through Strategic Planning

FY 2017 witnessed the culmination of efforts to update both the Master Thoroughfare Plan (MTP) and the Comprehensive Land Use Plan. The MTP and subsequent roadway capital improvement plan determined the amount of road impact fees the Town will charge for developments' impact on the road system. The Comp Plan (Northlake Pathway 2040) serves as a guide to property owners and developers on the Town's vision and expectations of future development. The Comp Plan update continues to reflect the residents desire to preserve the rural heritage of the Town in terms of architectural features and land planning.

Attract and Retain Various Business Types for Diverse Future Tax Base

The relocation of the national corporate headquarters of Farmer Brothers from California was a significant catalyst for additional business to move to and expand in Northlake. Logistics warehouses for Wesco, Allen Distribution, Hempel and Lab Supply, restaurants of Rosa's Café and Sonic Drive-in, Popeye's and IHOP, hotels of Home 2 Suites, StayBridge Suites and Holiday Inn Express, and residential single family and multifamily development show the diversity of Northlake's tax base. Hillwood's purchase of 260 acres off I-35W additional warehouse and commercial development in FY 2017 will continue this trend.

Improve, Construct and Maintain Road, Water, Sewer and Drainage Infrastructure

The Town maintained gravel and asphalt roads in FY 2017 but hope to repave Florance Road from FM 407 to Strader by the end of the fiscal year. The paving of Cleveland-Gibbs Road (from FM 407 to FM 1171) and Sam Lee Lane had been delayed due to right-of-way acquisition and problematic sewer and drainage issues. With the complete repaving of Florance Road from FM 407 and Strader Road, additional funds can be dedicated to maintain the remaining gravel and asphalt roads.

The construction of the 20-inch water line along FM 407 has allowed for a 12-inch line to be built up Faught Road and a 16-inch line will be built parallel to Florance Road. The Florance Road line was built by the developer of Stardust Ranch Estates with participation from Upper Trinity Regional Water District. The permanent pump station serving Canyon Falls was still under design and review in FY 2017 with hopes to begin construction in FY 2018 and will be funded by the Canyon Falls Water Control and Improvement District.

Recruit, Retain and Train Highly Qualified Personnel

The 2015 salary survey found Northlake salaries to be 10% below market. The FY 2016 budget salary increases brought overall salary ranges within 95% of the market. Compensation was increased in a tiered approach: employees below minimum salary received a 5% increase or were brought to minimum; those between minimum to midpoint received a 4% increase; those between midpoint and maximum of their salary range received a 3% increase; and employees over maximum received a 2% lump-sum payment. The increase kept employee compensation competitive with other area municipalities but still below the market average.

Enhance External and Internal Capabilities with Appropriate Staffing and Facilities

With the addition of a detective, investigations are now carried out by this dedicated position. Before the addition of the detective, investigation of alleged crimes was handled by the officer on scene and was investigated by the officer while on shift and not engaged in patrol activities. Now crucial evidence and interviews are timely and officers can focus on patrol activities. An additional sergeant was added in FY 2017 to provide oversight and backup for front-line officers on an almost 24-hour basis.

With the addition of a crew leader in FY 2017, crews can work on multiple projects simultaneously, and tackle more complex activities. Additional infrastructure add to the complexity and activity of the public works and increase the amount of State and federal regulations due to the growth of the system. Also added in FY 2017 was the Utility Technician position who performs the numerous daily, weekly and monthly tests and reports required by regulatory agencies and will perform routine preventive maintenance of these systems.

The Town Council finalized a lease agreement for office space on the north side of FM 407 at the entrance of the Harvest neighborhood. The lease is an interim solution to the need for professional offices for expanding Town staff. The location will be less than a mile from the current Town Hall location and convenient to water customers in Harvest and Canyon Falls.

Utilize Equipment and Technology to Increase Productivity and Efficiency

The safety of both the residents and officers is a priority for the Town. To ensure the proper conduct of the Town's officers and to defend their actions if necessary, the Town purchased body cameras for officer use. The body cameras integrate with the patrol cars' dashcams and all videos are uploaded. Two patrol cars were replaced due to excessive use and mileage with new vehicles: a Chevy Tahoe patrol vehicle and a Ford Interceptor for traffic enforcement.

Public Works was assigned a new Ford Crew Cab for the new crew leader position and a Ford F-150 for the Utility Technician to make the rounds. In addition, a sewer jetter was purchased to maintain the Town's growing yet aging sanitary sewer system. The Town has been fortunate that the City of Roanoke lent their equipment to Northlake and that their equipment was available. Public Works also purchased testing and analyzing equipment to monitor the Town's water and sewer systems for reporting and ensuring optimal operational performance.

Council Budget Principles FY 2017/2018 Proposed Budget

Maintain Fiscal Responsibility While Investing in Town Resources and Assets

The proposed budget will maintain the current property tax rate of 29.5¢. New residential construction has increased the property tax base. These increased resources are proposed to be reinvested in the Town as capital improvements. The new property tax revenue will fund the debt service on \$6,700,000 in capital improvements such as the repaving of Florance Road, the paving of Cleveland-Gibbs Road from FM 407 to FM 1171, and the paving of Sam Lee Lane.

Ensure Sustainable Development through Strategic Planning

With the completion of the Master Thoroughfare Plan (MTP) and the Comprehensive Land Use Plan Update in FY 2017, Northlake began the Water and Sewer Impact Fee Study. The study begins with land use assumptions as determined by the Capital Improvement Advisory Committee made up of Northlake residents. The land use assumptions determine the proposed capital improvement plan which calculates the impact fees. The 2016 Comp Plan Update built on and improved the comp plans of 2002 and 2009 especially in preserving the rural core of the Town. Past water and sewer system master plans had too much infrastructure in the rural areas of Town. Town Council provided clear direction for the upcoming impact fee study that the rural core should have minimal water and sewer infrastructure because the rural lifestyle is associated with septic systems, well water and open drainage ditches.

Attract and Retain Various Business Types for Diverse Future Tax Base

With only 60,000 square feet of leasable space remaining of the almost 1,000,000 square feet Northport 35 business park, Northlake anticipates the beginning of construction of the over 2,500,000 million square feet in warehouse space in the Alliance Northport development at the corner of Dale Earnhardt Way and Interstate 35W. At State Highway 114 east of I35W plans for 10,000 and 17,000 square feet of retail space are being reviewed on the north and south side of SH 114, respectively. There are a number of available tracts ready for development in this area. Town economic development efforts in FY 2018 will focus on assisting commercial developers in finding tenants for their available buildings and properties.

Improve, Construct and Maintain Road, Water, Sewer and Drainage Infrastructure

The Town will continue to maintain gravel and asphalt roads in FY 2018 but with the capital improvement program some gravel roads will be paved as asphalt and concrete. Florance Road reconstruction project will begin in September 2017 and completed in six to nine months depending on weather and other factors. Projected start date for Cleveland-Gibbs and Sam Lee paving is anticipated to begin in FY 2018. Also, proposed for FY 2018 is the micro-seal of Schober and Bingham Roads. These roads were originally gravel and over the years the Town has been able to improve the surface first by chip-sealing then with an asphalt overlay. To prolong the life of the road, the Town will seal the asphalt surface to protect from water infiltration.

Design of Phase III of the Town Hall water plant will begin in FY 2018 with funds coming from impact fees and participation of the Belmont Fresh Water Supply District. The increase capacity will allow the Town to serve additional phases of Harvest as well as other areas within the northern part of Northlake. Design of water storage and pumping capacity in the I35W/SH 114 area will also begin in FY 2018 with the potential addition of an elevate storage tank, ground storage tanks and pump station. A majority of Northlake businesses and residents reside in this area and these crucial improvements are needed for fire safety and economic vitality.

Recruit, Retain and Train Highly Qualified Personnel

Without a salary survey to understand where Northlake salaries rank in the market, the Town will provide a cost-of-living allocation in line with the federal increase. Compensation will be increased in a tiered approach: employees at minimum to midpoint will receive a 4% increase; and employees between midpoint and maximum of their salary range will receive a 3% increase. The increase will keep employee compensation competitive with other area municipalities but still moderately below the market average. In FY 2018, the Town will conduct a salary survey to determine where our salary ranges compare with other area municipalities. To recruit and retain, employees with post-secondary degrees, the Town proposes offering an annual incentive ranging from \$750 for an Associates to \$1,250 for a Masters degree.

Enhance External and Internal Capabilities with Appropriate Staffing and Facilities

In the FY 2017 budget, the Northlake Police Department added a detective so investigations can be carried out by a dedicated position and an additional sergeant to provide oversight and backup for front-line officers on an almost 24-hour basis. For FY 2018, Police proposes adding an administrative assistant to assist the chief and sergeants with a number of administrative tasks including processing over 300 open record requests annually and submitting the annual use-of-force and racial profiling reports required by State and federal regulatory agencies. The assistant position will be a non-peace officer but will assist the 13 licensed peace officers in the Northlake police force.

Developer-built public infrastructure has accelerated and the need for proper inspection has increased proportionally. A proposed infrastructure inspector position will allow for one point of contact and one voice for Public Works in inspecting the work of contractors building public infrastructure. In addition, a proposed Administrative Assistant position will assist the director and crew leaders in managing the work order system. Over 60 work orders per week are processed to track work-hours, assets, accounts and supplies. The assistant will also keep an inventory of supplies and replenish as necessary. The assistant will also assist the department with the numerous reports and compliance tests for State and federal regulatory agencies.

Development Services processes building permits ranging from fence to commercial building, plats, zoning change requests as well as oversee economic development activity. Reviews of permits, plats and zoning funnel through one person, the director. A proposed Code Compliance Coordinator position will assist the director in the reviewing submissions for basic zoning requirements and will also inspect for compliance to zoning in the field.

The Town finalized a lease agreement for office space on the north side of FM 407 at the entrance of Harvest. Town staff has completed floor layout and selected finish out materials. FY 2018 will see the purchase of furniture, fixtures and equipment including an audio and visual system for council chambers and court room. Move in date for the lease space is projected to be late summer of 2018.

Utilize Equipment and Technology to Increase Productivity and Efficiency

Two patrol cars will be replaced due to excessive use and mileage with new vehicles: a Chevy Tahoe patrol vehicle and a Ford Interceptor for traffic enforcement. Similar models were purchased in FY 2017 and the department has been pleased so far with their performance. A number of smaller equipment purchases are requested to assist the detective in criminal investigations and to enhance traffic enforcement and officer safety including an evidence camera, evidence tracking software, replacement LIDAR, spike strips and additional Toughbook laptops.

In the past, Public Works has used decommissioned police vehicles for transportation. These older high-mileage vehicles, while a great stop-gap measure, are well beyond their useful life and are becoming unreliable and costly to maintained. Two replacement vehicles, Ford F-150, are proposed for Public Works in FY 2018 to replace the former police Chevy Tahoes. A new addition to the Town fleet will be a Ford F-150 or smaller model for the Code Compliance Coordinator as this position inspects code and zoning violations throughout the Town.

Public Works will also continue the testing and analyzing service started in FY 2017 in FY 2018 to monitor the Town's water and sewer systems for reporting and ensuring optimal operational performance.

Fund Summaries

Before moving into the details of the proposed budget for FY 2016/2017, 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, Child Safety and Education and proposed Traffic Safety.

Proprietary Funds

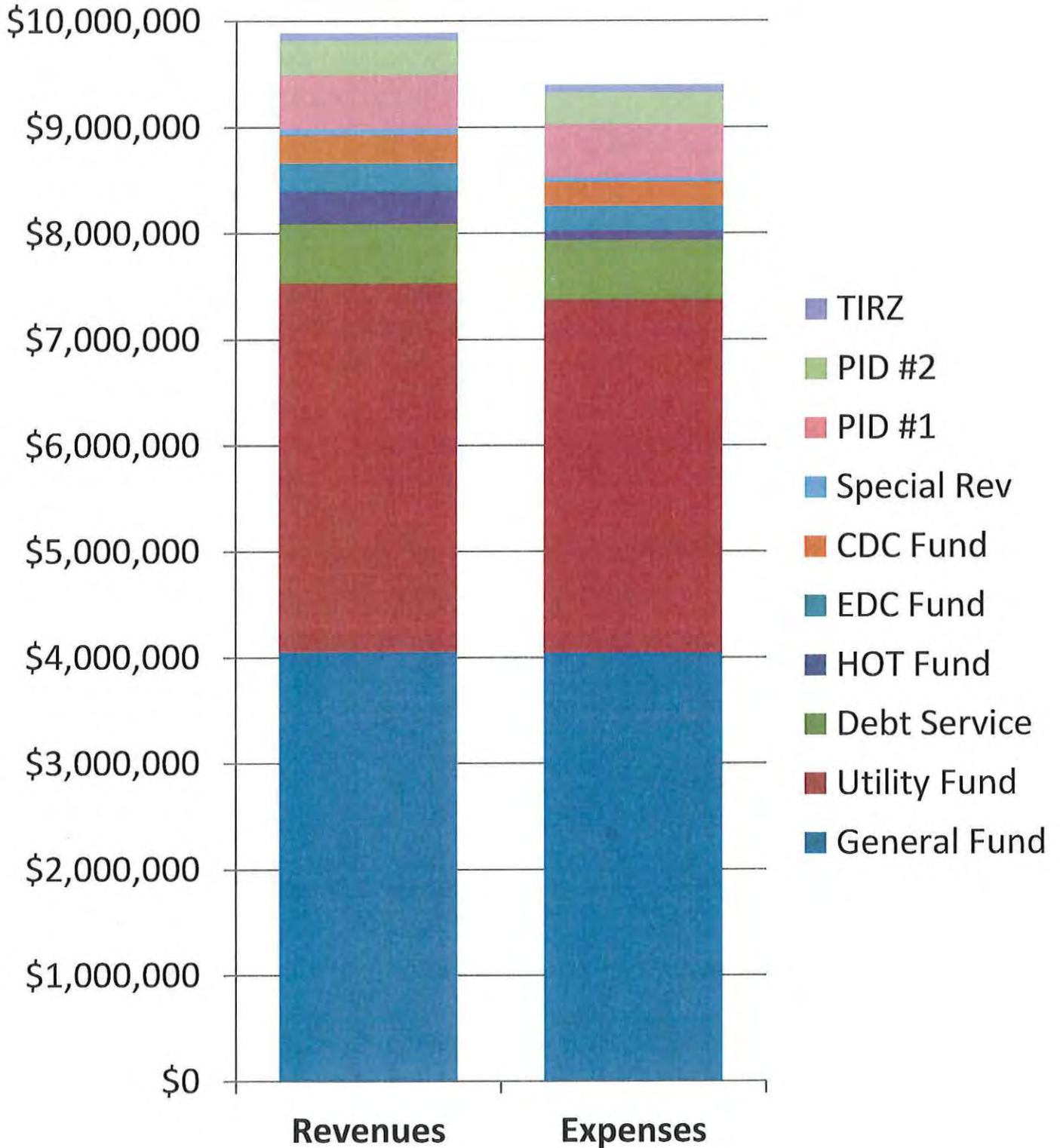
The Proprietary Funds are for ongoing organizations and activities that are similar to those often found in the private sector. These funds include:

- 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 Equipment Fund supports vehicle and equipment purchases and leases, and parts and maintenance. The Building Fund will provide for operations and maintenance of shared Town facilities and allow for repairs to existing buildings. Information Technology Fund accounts for services and computer replacement.

Town of Northlake

All Funds Summary



TOWN OF NORTHLAKE

| Property Tax Summary | | | Certified 2017 Tax Year |
|--|----------------|----------------|------------------------------------|
| <u>Net Taxable Value:</u> | M&O | I&S | TOTAL |
| Total Certified Value as of July 18, 2017 | | | \$ 623,274,169 |
| Less Exemptions: | | | |
| Disabled Veteran | | | \$ (146,500) |
| Over 65 | | | \$ (673,300) |
| Homestead Cap | | | \$ (3,727,142) |
| Less Value Losses: | | | |
| Agricultural Productivity | | | \$ (91,085,957) |
| Non-profit Organization | | | \$ (4,751,239) |
| Personal Property Nominal Inventory | | | \$ - |
| Freeport Inventory | | | \$ (26,708,287) |
| Tax Abatements | | | \$ (25,741,699) |
| Total Reduction to Values | | | <u>\$ (152,834,124)</u> |
| Estimated ARB Minimum Values | | | \$ 28,765,116 |
| Net Taxable Value | | | <u><u>\$ 499,205,161</u></u> |
| <u>Estimated TIRZ Captured Appraised Value:</u> | | | |
| Estimated Net Taxable Value | | | \$ 86,353,981 |
| Less: TIRZ #1 Base Value | | | \$ (5,549,784) |
| Net Taxable Value For TIRZ 1 | | | <u><u>\$ 80,804,197</u></u> |
| <u>Estimated Property Tax Collections:</u> | | | |
| Estimated Net Taxable Value | | | \$ 499,205,161 |
| Less: TIRZ #1 Captured Value (30.8%) | | | \$ (24,898,649) |
| Net Taxable Values | | | <u><u>\$ 474,306,512</u></u> |
| <u>Total Estimated Tax Revenue:</u> | \$ 842,269 | \$ 556,935 | \$ 1,399,204 |
| <u>Proposed Tax Rate per \$100 Valuation</u> | \$ 0.1776 | \$ 0.1174 | \$ 0.295 |
| Percent of Tax Rate | 60.2% | 39.8% | 100.0% |



Town of Northlake
GENERAL FUND

| Fund: 100 | FY 2015 Actual | FY 2016 Actual | FY 2017 Original Budget | FY 2017 Actual As of 6/30 | FY 2017 Revised Budget | FY 2018 Proposed Budget |
|--------------------------------|-------------------|-------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| BEGINNING FUND BALANCE: | 940,481 | 1,478,315 | 1,510,410 | 1,510,410 | 1,510,410 | 1,597,842 |
| REVENUES: | | | | | | |
| Court Fines | 671,848 | 601,110 | 625,000 | 460,469 | 600,000 | 600,000 |
| Sales/Beverage Tax | 457,100 | 679,648 | 400,000 | 496,904 | 600,000 | 480,000 |
| Ad Valorem Taxes | 531,191 | 693,972 | 725,000 | 725,183 | 725,000 | 842,210 |
| Permits and Registrations | 23,529 | 31,452 | 15,950 | 24,222 | 45,105 | 21,450 |
| Franchise Fees | 244,696 | 257,563 | 285,000 | 130,983 | 285,000 | 311,000 |
| Building Permits | 468,096 | 686,682 | 821,250 | 602,304 | 838,000 | 969,500 |
| Development | 489,223 | 343,565 | 327,500 | 486,322 | 501,428 | 437,500 |
| Transfers | 175,000 | 175,000 | 200,000 | 150,000 | 200,000 | 230,881 |
| Other Revenue: | 97,167 | 110,340 | 108,260 | 98,898 | 118,250 | 156,260 |
| Prior Year Encumbrances | | | | | | |
| TOTAL REVENUE: | 3,157,850 | 3,579,331 | 3,507,960 | 3,175,285 | 3,912,783 | 4,048,801 |
| EXPENDITURES: | | | | | | |
| Payroll & Benefits | 1,449,115 | 1,635,467 | 2,047,239 | 1,417,398 | 2,047,239 | 2,161,459 |
| Supplies | 129,233 | 105,596 | 140,508 | 78,669 | 146,788 | 151,808 |
| Maintenance | 147,914 | 187,603 | 197,678 | 137,007 | 199,928 | 231,828 |
| Utilities | 39,001 | 14,661 | 10,320 | 13,413 | 15,890 | 19,095 |
| Services | 560,765 | 843,499 | 880,880 | 494,374 | 784,765 | 908,991 |
| Capital Outlay | 54,488 | 2,484 | - | - | - | - |
| Transfers | 239,500 | 757,927 | 230,741 | 201,264 | 230,741 | 234,000 |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENDITURES: | 2,620,015 | 3,547,237 | 3,507,366 | 2,342,125 | 3,425,351 | 3,707,181 |
| REV OVER/(UNDER) EXP | 537,835 | 32,094 | 594 | 833,160 | 487,432 | 341,620 |
| Changes to Fund Balance | - | - | - | - | - | - |
| ENDING FUND BALANCE | 1,478,315 | 1,510,410 | 1,511,004 | 2,343,570 | 1,997,842 | 1,939,462 |

Budget Requests

| | | |
|---|---------|--------|
| Transfer to Building Services - Lease space finish out | 250,000 | |
| Transfer to Technology Services Fund - Lease space finish out | 100,000 | |
| Transfer to Debt Service | 50,000 | |
| Code Compliance Coordinator | | 57,700 |
| Schober & Bingham Microseal Roadway | | 50,000 |
| Public Works Inspector | | 28,695 |
| Public Works Administrative Coordinator | | 34,278 |
| PD Admin Assistant | | 55,455 |
| Patrol enhancements | | 16,740 |
| Investigation enhancements | | 13,790 |
| 4 % Salary Adjustment | | 65,850 |
| TMRS 20 Year Retirement | | 1,150 |
| Higher Education Incentive | | 8,875 |

Total Budget Requests

400,000 332,533

REVISED REV OVER/(UNDER) EXP

87,432 9,088

REVISED ENDING FUND BAL - UNASSIGNED

1,597,842 1,606,930



Town of Northlake
CAPITAL PROJECTS

| Fund: 301 | FY 2015 Actual | FY 2016 Actual | FY 2017 Original Budget | FY 2017 Actual As of 6/30 | FY 2017 Revised Budget | FY 2018 Proposed Budget |
|--------------------------------|-------------------|-------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| BEGINNING FUND BALANCE: | (39,094) | (13,986) | (13,929) | (13,929) | (13,929) | 5,186,071 |
| REVENUES: | | | | | | |
| Taxes / Fees & Fines | - | - | - | - | - | - |
| Permits and Registrations | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Building Permits | - | - | - | - | - | - |
| Development | - | - | - | - | - | - |
| Transfers | 25,000 | 25,000 | - | - | - | - |
| Bond Proceeds | - | (25,000) | 6,700,000 | 6,738,006 | 6,700,000 | - |
| Other Revenue: | 108 | 57 | - | 1,219,196 | 1,300,000 | - |
| TOTAL REVENUE: | 25,108 | 57 | 6,700,000 | 7,957,202 | 8,000,000 | - |
| EXPENDITURES: | | | | | | |
| Payroll & Benefits | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Maintenance | - | - | - | - | - | - |
| Utilities | - | - | - | - | - | - |
| Services | - | - | - | 188,233 | 500,000 | - |
| Capital Outlay | - | - | 6,700,000 | 1,300,000 | 2,300,000 | 5,200,000 |
| Transfers | - | - | - | - | - | - |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENDITURES: | - | - | 6,700,000 | 1,488,233 | 2,800,000 | 5,200,000 |
| REV OVER/(UNDER) EXP | 25,108 | 57 | - | 6,468,969 | 5,200,000 | (5,200,000) |
| Changes to Fund Balance | - | - | - | - | - | - |
| ENDING FUND BALANCE | (13,986) | (13,929) | (13,929) | 6,455,040 | 5,186,071 | (13,929) |

Budget Requests

Total Budget Requests

REVISED REV OVER/(UNDER) EXP

REVISED ENDING FUND BAL

(5,200,000)

(13,929)



Town of Northlake
DEBT SERVICE

| Fund: 160 | FY 2015 Actual | FY 2016 Actual | FY 2017 Original Budget | FY 2017 Actual As of 6/30 | FY 2017 Revised Budget | FY 2018 Proposed Budget |
|--------------------------------|-------------------|-------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| BEGINNING FUND BALANCE: | (28) | 34,765 | 249,740 | 249,740 | 249,740 | 37,730 |
| REVENUES: | | | | | | |
| Taxes / Fees & Fines | 225,188 | 260,514 | 400,000 | 407,857 | 400,000 | 556,937 |
| Permits and Registrations | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Building Permits | - | - | - | - | - | - |
| Development | - | - | - | - | - | - |
| Transfers | 25,000 | 200,000 | - | - | - | - |
| Bond Proceeds | - | - | - | - | - | - |
| Other Revenue: | 117 | 66 | 50 | 564 | 50 | 500 |
| TOTAL REVENUE: | 250,305 | 460,580 | 400,050 | 408,420 | 400,050 | 557,437 |
| EXPENDITURES: | | | | | | |
| Payroll & Benefits | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Maintenance | - | - | - | - | - | - |
| Utilities | - | - | - | - | - | - |
| Services | 300 | 300 | 1,941 | - | 1,941 | 2,241 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | - | - | - | - | - | - |
| Debt Service | 215,212 | 245,304 | 598,334 | 73,437 | 660,119 | 554,696 |
| TOTAL EXPENDITURES: | 215,512 | 245,604 | 600,275 | 73,437 | 662,060 | 556,937 |
| REV OVER/(UNDER) EXP | 34,793 | 214,976 | (200,225) | 334,983 | (262,010) | 500 |
| Changes to Fund Balance | - | - | - | - | - | - |
| ENDING FUND BALANCE | 34,765 | 249,740 | 49,515 | 584,724 | (12,270) | 38,230 |

Budget Requests

| | | |
|-------------------------------------|------------------|---------------|
| Transfer from General Fund | 50,000 | |
| Total Budget Requests | 50,000 | - |
| REVISED REV OVER/(UNDER) EXP | (212,010) | 500 |
| REVISED ENDING FUND BAL | 37,730 | 38,230 |



Town of Northlake
SPECIAL REVENUE FUNDS

| Fund: <<120,121,150,151,152,153>> | FY 2015 Actual | FY 2016 Actual | FY 2017 Original Budget | FY 2017 Actual As of 6/30 | FY 2017 Revised Budget | FY 2018 Proposed Budget |
|-----------------------------------|-------------------|-------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| BEGINNING FUND BALANCE: | 157,985 | 180,989 | 250,910 | 250,910 | 250,910 | 234,200 |
| REVENUES: | | | | | | |
| Court Technology | 20,797 | 15,785 | 16,000 | 12,269 | 16,000 | 16,000 |
| Court Security | 13,954 | 11,845 | 12,000 | 9,202 | 12,000 | 12,000 |
| Seatbelt Fees | 8,610 | 5,830 | 15,000 | 3,080 | 15,000 | 15,000 |
| Online Access Fees | - | 21,013 | 15,000 | 15,767 | 15,000 | 18,000 |
| Seized Monies & Goods | - | - | - | (4,200) | - | - |
| State Training | - | 416 | - | - | - | - |
| Child Safety | 1,608 | 1,773 | 1,000 | 2,100 | 1,000 | 1,000 |
| Transfers | - | 59,416 | - | - | - | - |
| Interest | 261 | 323 | 305 | 2,104 | 305 | 305 |
| Other Revenue: | 1,675 | 4,555 | - | 1,852 | - | - |
| TOTAL REVENUE: | 46,905 | 120,956 | 59,305 | 42,174 | 59,305 | 62,305 |
| EXPENDITURES: | | | | | | |
| Payroll & Benefits | - | 99 | 6,000 | 1,098 | 2,800 | - |
| Supplies | 1,774 | 7,559 | 3,250 | 2,812 | 3,250 | 3,250 |
| Maintenance | - | - | 1,500 | 5,825 | 5,825 | 7,385 |
| Utilities | 2,051 | 2,159 | 3,000 | 1,430 | 3,000 | 3,000 |
| Services | 20,202 | 41,218 | 30,700 | 26,873 | 33,900 | 27,100 |
| Capital Outlay | - | - | 27,240 | 9,657 | 27,240 | - |
| Transfers | - | - | - | - | - | - |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENDITURES: | 24,027 | 51,036 | 71,690 | 47,696 | 76,015 | 40,735 |
| REV OVER/(UNDER) EXP | 22,878 | 69,921 | (12,385) | (5,522) | (16,710) | 21,570 |
| Changes to Fund Balance | - | - | - | - | - | - |
| ENDING FUND BALANCE | 180,863 | 250,910 | 238,525 | 245,388 | 234,200 | 255,770 |



Town of Northlake
HOTEL OCCUPANCY TAX

| Fund: 110 | FY 2015 Actual | FY 2016 Actual | FY 2017 Original Budget | FY 2017 Actual As of 6/30 | FY 2017 Revised Budget | FY 2018 Proposed Budget |
|--------------------------------|-------------------|-------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| BEGINNING FUND BALANCE: | 814,978 | 1,029,865 | 1,258,552 | 1,258,552 | 1,258,552 | 1,453,944 |
| REVENUES: | | | | | | |
| Taxes / Fees & Fines | 238,013 | 257,813 | 270,000 | 173,023 | 270,000 | 300,000 |
| Permits and Registrations | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Building Permits | - | - | - | - | - | - |
| Development | - | - | - | - | - | - |
| Transfers | - | - | - | - | - | - |
| Other Revenue: | 21,696 | 21,535 | 16,096 | 1,248 | 16,096 | 10,805 |
| TOTAL REVENUE: | 259,709 | 279,348 | 286,096 | 174,271 | 286,096 | 310,805 |
| EXPENDITURES: | | | | | | |
| Payroll & Benefits | 25,485 | 27,911 | 31,626 | 28,035 | 31,626 | 32,730 |
| Supplies | 51 | - | - | - | - | - |
| Maintenance | - | - | - | 65 | - | - |
| Utilities | 447 | 167 | - | - | - | - |
| Services | 18,838 | 22,583 | 57,339 | 24,360 | 57,339 | 57,400 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | - | 1,690 | 1,739 | 1,304 | 1,739 | 1,800 |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENDITURES: | 44,821 | 52,351 | 90,704 | 53,764 | 90,704 | 91,930 |
| REV OVER/(UNDER) EXP | 214,887 | 226,996 | 195,392 | 120,506 | 195,392 | 218,875 |
| Changes to Fund Balance | - | - | - | - | - | - |
| ENDING FUND BALANCE | 1,029,865 | 1,256,862 | 1,453,944 | 1,379,058 | 1,453,944 | 1,672,819 |

Budget Requests

| | |
|------------------------------|------------|
| Higher Education Incentive | 250 |
| TMRS 20 Year Retirement | 16 |
| 4 % Salary Adjustment | 934 |
| Total Budget Requests | 934 |

REVISED REV OVER/(UNDER) EXP 217,941

REVISED ENDING FUND BAL - UNASSIGNED 1,671,885



Town of Northlake
ECONOMIC DEVELOPMENT CORPORATION

| Fund: 130 | FY 2015 | FY 2016 | FY 2017 | FY 2017 | FY 2017 | FY 2018 |
|-------------------------------------|----------------|----------------|------------------|-----------------|-----------------|----------------|
| | Actual | Actual | Original | Actual | Revised | Proposed |
| | | | Budget | As of 6/30 | Budget | Budget |
| BEGINNING FUND BALANCE: | 455,140 | 592,373 | 595,579 | 595,579 | 595,579 | 501,305 |
| REVENUES: | | | | | | |
| Taxes / Fees & Fines | 212,948 | 339,824 | 200,000 | 248,442 | 300,000 | 240,000 |
| Permits and Registrations | - | - | - | - | - | - |
| Franchise Fees | - | - | - | - | - | - |
| Building Permits | - | - | - | - | - | - |
| Development | - | - | - | - | - | - |
| Transfers | - | - | - | - | - | - |
| Other Revenue: | 998 | 15,908 | 16,650 | 22,505 | 16,650 | 22,650 |
| TOTAL REVENUE: | 213,946 | 355,732 | 216,650 | 270,948 | 316,650 | 262,650 |
| EXPENDITURES: | | | | | | |
| Payroll & Benefits | 23,122 | 29,540 | 32,735 | 20,161 | 32,735 | 31,825 |
| Supplies | 1,313 | 2,934 | 1,700 | 311 | 1,700 | 1,700 |
| Maintenance | - | 2,100 | 2,250 | 1,765 | 2,250 | 2,250 |
| Utilities | 447 | 78 | 150 | - | 150 | - |
| Services | 26,816 | 41,183 | 25,430 | 25,430 | 51,100 | 37,600 |
| Incentives | 14 | 250,000 | 246,250 | 233,700 | 296,250 | 125,500 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | 25,000 | 26,690 | 26,739 | 20,054 | 26,739 | 26,800 |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENDITURES: | 76,713 | 352,526 | 335,254 | 301,421 | 410,924 | 225,675 |
| REV OVER/(UNDER) EXP | 137,233 | 3,206 | (118,604) | (30,474) | (94,274) | 36,975 |
| Changes to Fund Balance | - | - | - | - | - | - |
| ENDING FUND BALANCE | 592,373 | 595,579 | 476,975 | 565,105 | 501,305 | 538,280 |
| Budget Requests | | | | | | |
| Xceligent Real Estate Database | | | | | | 1,650 |
| Higher Education Incentive | | | | | | 250 |
| TMRS 20 Year Retirement | | | | | | 16 |
| 4 % Salary Adjustment | | | | | | 934 |
| Total Budget Requests | | | | | | 2,850 |
| REVISED REV OVER/(UNDER) EXP | | | | | | 34,125 |
| REVISED ENDING FUND BAL | | | | | | 535,430 |



COMMUNITY DEVELOPMENT CORPORATION

| Fund: | 131 | FY 2015 | FY 2016 | FY 2017 | FY 2017 | FY 2017 | FY 2018 |
|-------------------------------------|-----|----------------|----------------|------------------|-----------------|-----------------|----------------|
| | | Actual | Actual | Original | Actual | Revised | Proposed |
| | | | | Budget | As of 6/30 | Budget | Budget |
| BEGINNING FUND BALANCE: | | 433,937 | 571,429 | 575,332 | 575,332 | 575,332 | 481,057 |
| REVENUES: | | | | | | | |
| Taxes / Fees & Fines | | 212,947 | 339,824 | 200,000 | 248,442 | 300,000 | 240,000 |
| Permits and Registrations | | - | - | - | - | - | - |
| Franchise Fees | | - | - | - | - | - | - |
| Building Permits | | - | - | - | - | - | - |
| Development | | - | - | - | - | - | - |
| Transfers | | - | - | - | - | - | - |
| Other Revenue: | | 952 | 15,859 | 16,650 | 22,470 | 16,650 | 22,650 |
| TOTAL REVENUE: | | 213,899 | 355,683 | 216,650 | 270,912 | 316,650 | 262,650 |
| EXPENDITURES: | | | | | | | |
| Payroll & Benefits | | 22,973 | 29,390 | 32,736 | 20,160 | 32,736 | 31,825 |
| Supplies | | 1,190 | 2,934 | 1,700 | 311 | 1,700 | 1,700 |
| Maintenance | | - | 2,100 | 2,250 | 1,765 | 2,250 | 2,250 |
| Utilities | | 447 | 64 | 150 | - | 150 | - |
| Services | | 26,783 | 40,600 | 25,385 | 25,385 | 51,100 | 37,600 |
| Incentives | | 14 | 250,000 | 246,250 | 233,700 | 296,250 | 125,500 |
| Capital Outlay | | - | - | - | - | - | - |
| Transfers | | 25,000 | 26,691 | 26,739 | 20,054 | 26,739 | 26,800 |
| Lease Purchase Debt Service | | - | - | - | - | - | - |
| TOTAL EXPENDITURES: | | 76,407 | 351,780 | 335,210 | 301,376 | 410,925 | 225,675 |
| REV OVER/(UNDER) EXP | | 137,492 | 3,903 | (118,560) | (30,464) | (94,275) | 36,975 |
| Changes to Fund Balance | | - | - | - | - | - | - |
| ENDING FUND BALANCE | | 571,429 | 575,332 | 456,772 | 544,868 | 481,057 | 518,032 |
| Budget Requests | | | | | | | |
| Xceligent Real Estate Database | | | | | | | 1,650 |
| Higher Education Incentive | | | | | | | 250 |
| TMRS 20 Year Retirement | | | | | | | 16 |
| 4 % Salary Adjustment | | | | | | | 934 |
| Total Budget Requests | | | | | | | 2,850 |
| REVISED REV OVER/(UNDER) EXP | | | | | | | 34,125 |
| REVISED ENDING FUND BAL | | | | | | | 515,182 |



Town of Northlake
WATER & WASTEWATER

| Fund: 200 | FY 2015 | FY 2016 | FY 2017 | FY 2017 | FY 2017 | FY 2018 |
|----------------------------------|------------------|------------------|------------------|------------------|------------------|------------------|
| | Actual | Actual | Original | Actual | Revised | Proposed |
| | | | Budget | As of 6/30 | Budget | Budget |
| BEGINNING FUND BALANCE: | 888,093 | 2,227,459 | 2,653,339 | 2,653,339 | 2,653,339 | 2,786,743 |
| REVENUES: | | | | | | |
| Water Sales | 852,395 | 1,216,909 | 1,900,000 | 1,005,303 | 1,700,000 | 2,000,000 |
| Water Fees | 109,800 | 166,850 | 125,250 | 163,800 | 200,250 | 250,250 |
| Sewer Sales | 428,612 | 680,368 | 759,900 | 646,917 | 950,000 | 1,200,000 |
| Sewer Fees | 550 | 6,350 | 3,000 | 13,400 | 15,000 | 20,000 |
| FWSD Reimbursement | - | - | - | - | - | - |
| Transfers | - | - | - | - | - | - |
| Developer Contributions | - | 1,337,206 | - | - | - | - |
| Other Revenue: | 1,362,362 | 81,605 | 10,650 | 68,387 | 10,650 | 10,650 |
| TOTAL REVENUE: | 2,753,719 | 3,489,287 | 2,798,800 | 1,897,807 | 2,875,900 | 3,480,900 |
| EXPENSES: | | | | | | |
| Payroll & Benefits | 186,038 | 244,699 | 380,494 | 228,985 | 380,494 | 379,435 |
| Supplies | 25,881 | 26,783 | 42,070 | 26,101 | 42,070 | 98,795 |
| Maintenance | 55,404 | 104,721 | 92,800 | 73,105 | 95,400 | 111,300 |
| Wholesale Water | 519,390 | 722,044 | 1,000,000 | 489,324 | 850,000 | 1,000,000 |
| Sewer Treatment | 286,599 | 228,325 | 500,000 | 586,237 | 783,000 | 1,000,000 |
| Utilities | 40,466 | 36,092 | 45,220 | 25,145 | 45,220 | 46,620 |
| Services | 160,840 | 191,908 | 59,150 | 82,311 | 59,150 | 90,150 |
| Capital Outlay | - | - | 189,900 | 154,467 | 189,900 | 204,000 |
| Transfers | 143,000 | 171,629 | 297,262 | 222,947 | 297,262 | 299,100 |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENSES: | 1,417,618 | 1,726,201 | 2,606,896 | 1,888,621 | 2,742,496 | 3,229,400 |
| REV OVER/(UNDER) EXP | 1,336,100 | 1,763,086 | 191,904 | 9,186 | 133,404 | 251,500 |
| ENDING FUND BALANCE | 2,224,193 | 3,990,545 | 2,845,243 | 2,662,525 | 2,786,743 | 3,038,243 |
| Less: Net Capital Assets | (2,369,136) | (2,477,506) | (2,477,506) | (2,477,506) | (2,477,506) | (2,477,506) |
| Less: Customer Deposits | (88,075) | (211,510) | (280,349) | (267,535) | (280,349) | (280,349) |
| Changes to Fund Balance | (11,430) | - | - | - | - | - |
| UNRESTRICTED FUND BALANCE | (244,448) | 1,301,529 | 87,388 | (82,516) | 28,888 | 280,388 |

Budget Requests

| | |
|---|--------|
| Public Works Inspector | 28,695 |
| Public Works Administrative Coordinator | 34,278 |
| Safety Equipment | 5,000 |
| Sewer Flow Monitoring Services | 25,000 |
| TMRS 20 Year Retirement | 195 |
| 4 % Salary Adjustment | 11,635 |
| Education Pay | 375 |

Total Budget Requests **105,178**

REVISED REV OVER/(UNDER) EXP **146,323**

REVISED ENDING UNRESTRICTED FUND BAL **426,710**



Town of Northlake
WATER IMPACT FEES - NORTH

| Fund: 202 | FY 2015 Actual | FY 2016 Actual | FY 2017 Original Budget | FY 2017 Actual As of 6/30 | FY 2017 Revised Budget | FY 2018 Proposed Budget |
|---|-------------------|-------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| BEGINNING FUND BALANCE: | 8,404 | (25,964) | 8,402 | 8,402 | 8,402 | 93,130 |
| REVENUES: | | | | | | |
| Water Impact Fees | - | 60,504 | 168,150 | 200,007 | 228,150 | 250,000 |
| Sewer Impact Fees | - | - | - | - | - | - |
| Transfers | - | - | - | - | - | - |
| Other Revenue: | - | - | - | 16,625 | 17,100 | 1,700 |
| TOTAL REVENUE: | - | 60,504 | 168,150 | 216,632 | 245,250 | 251,700 |
| EXPENSES: | | | | | | |
| Payroll & Benefits | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Maintenance | - | - | - | - | - | - |
| Utilities | - | - | - | - | - | - |
| Services | 13,444 | 4,299 | - | 20,955 | - | - |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | - | - | - | - | - | - |
| Debt Service | 20,924 | 21,838 | 160,522 | (1,222) | 160,522 | 305,010 |
| TOTAL EXPENSES: | 34,368 | 26,137 | 160,522 | 19,733 | 160,522 | 305,010 |
| REV OVER/(UNDER) EXP | (34,368) | 34,367 | 7,628 | 196,899 | 84,728 | (53,310) |
| ENDING FUND BALANCE | (25,964) | 8,402 | 16,030 | 205,301 | 93,130 | 39,820 |
| Less: Net Capital Assets | - | (632,125) | (632,125) | (632,125) | (632,125) | (632,125) |
| Less: Future Impact Fees | (13,444) | (13,444) | (13,444) | (13,444) | (13,444) | (13,444) |
| Changes to Fund Balance | - | - | - | - | - | - |
| UNRESTRICTED FUND BALANCE | (39,408) | (637,167) | (629,539) | (440,268) | (552,439) | (605,749) |
| Budget Requests: | | | | | | |
| Design of phase 1 water tower | | | | | | 600,000 |
| Total Budget Requests | | | | | | 600,000 |
| REVISED REV OVER/(UNDER) EXP | | | | | | (653,310) |
| REVISED ENDING UNRESTRICTED FUND BAL | | | | | | (1,259,059) |



Town of Northlake
WATER IMPACT FEES - SOUTH

| Fund: 204 | FY 2015 Actual | FY 2016 Actual | FY 2017 Original Budget | FY 2017 Actual As of 6/30 | FY 2017 Revised Budget | FY 2018 Proposed Budget |
|----------------------------------|-------------------|-------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| BEGINNING FUND BALANCE: | - | 590,101 | 1,022,565 | 1,022,565 | 1,022,565 | 1,154,565 |
| REVENUES: | | | | | | |
| Water Impact Fees | 485,012 | 391,488 | 113,000 | 115,272 | 113,000 | 400,000 |
| Sewer Impact Fees | 105,089 | 40,976 | 38,000 | 15,426 | 38,000 | 88,000 |
| Transfers | - | - | - | - | - | - |
| Other Revenue: | - | - | - | 515 | - | 1,700 |
| TOTAL REVENUE: | 590,101 | 432,464 | 151,000 | 131,213 | 151,000 | 489,700 |
| EXPENSES: | | | | | | |
| Payroll & Benefits | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Maintenance | - | - | - | - | - | - |
| Utilities | - | - | - | - | - | - |
| Services | - | - | - | 39,005 | 19,000 | - |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | - | - | - | - | - | - |
| Debt Service | - | - | - | - | - | - |
| TOTAL EXPENSES: | - | - | - | 39,005 | 19,000 | - |
| REV OVER/(UNDER) EXP | 590,101 | 432,464 | 151,000 | 92,208 | 132,000 | 489,700 |
| ENDING FUND BALANCE | 590,101 | 1,022,565 | 1,173,565 | 1,114,773 | 1,154,565 | 1,644,265 |
| Less: Net Capital Assets | - | - | - | - | - | - |
| Less: Future Impact Fees | - | - | - | - | - | - |
| Changes to Fund Balance | - | - | - | - | - | - |
| UNRESTRICTED FUND BALANCE | 590,101 | 1,022,565 | 1,173,565 | 1,114,773 | 1,154,565 | 1,644,265 |

Budget Requests:

Design of phase 1 water tower 600,000

Total Budget Requests 600,000

REVISED REV OVER/(UNDER) EXP (110,300)

REVISED ENDING UNRESTRICTED FUND BAL 1,754,565



Town of Northlake
WATER CAPITAL PROJECTS

| Fund: 203 | FY 2015 Actual | FY 2016 Actual | FY 2017 Original Budget | FY 2017 Actual As of 6/30 | FY 2017 Revised Budget | FY 2018 Proposed Budget |
|----------------------------------|-------------------|-------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| BEGINNING FUND BALANCE: | 787,307 | 764,864 | 731,964 | 731,964 | 731,964 | 706,082 |
| REVENUES: | | | | | | |
| Water Sales | - | - | - | - | - | - |
| Water Fees | - | - | - | - | - | - |
| Sewer Sales | - | - | - | - | - | - |
| Sewer Fees | - | - | - | - | - | - |
| Cost Recovery Fees | - | - | - | - | - | - |
| Transfers | - | - | - | - | - | - |
| Other Revenue: | 28,399 | 5,932 | - | 9,909 | - | - |
| TOTAL REVENUE: | 28,399 | 5,932 | - | 9,909 | - | - |
| EXPENSES: | | | | | | |
| Payroll & Benefits | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Maintenance | - | - | - | - | - | - |
| Utilities | - | - | - | - | - | - |
| Services | 37,546 | 26,116 | - | 513 | - | - |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | - | - | - | - | - | 30,881 |
| Lease Purchase Debt Service | 13,296 | 12,717 | 25,882 | 3,966 | 25,882 | - |
| TOTAL EXPENSES: | 50,842 | 38,832 | 25,882 | 4,478 | 25,882 | 30,881 |
| REV OVER/(UNDER) EXP | (22,443) | (32,900) | (25,882) | 5,431 | (25,882) | (30,881) |
| ENDING FUND BALANCE | 764,864 | 731,964 | 706,082 | 737,395 | 706,082 | 675,201 |
| Less: Net Capital Assets | (1,673,609) | (1,063,529) | (1,063,529) | (1,063,529) | (1,063,529) | (1,063,529) |
| Changes to Fund Balance | - | - | - | - | - | - |
| UNRESTRICTED FUND BALANCE | (908,745) | (331,565) | (357,447) | (326,134) | (357,447) | (388,328) |

Budget Requests:

Design of phase 1 water tower

Total Budget Requests

REVISED REV OVER/(UNDER) EXP

REVISED ENDING UNRESTRICTED FUND BAL

| |
|-----------------|
| - |
| (30,881) |
| (30,881) |



Town of Northlake
EQUIPMENT SERVICES FUND

| Fund: | 505 | FY 2015 Actual | FY 2016 Actual | FY 2017 Original Budget | FY 2017 Actual As of 6/30 | FY 2017 Revised Budget | FY 2018 Proposed Budget |
|---|-----|-------------------|-------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| BEGINNING FUND BALANCE: | | 94,374 | 335,090 | 370,929 | 370,929 | 370,929 | 400,582 |
| REVENUES: | | | | | | | |
| Equip. Service Revenue-PD | | 46,836 | 69,750 | 110,000 | 82,500 | 110,000 | 110,000 |
| Equip. Service Revenue-PW | | 18,000 | 25,000 | 25,000 | 18,750 | 25,000 | 25,000 |
| Equip. Service Revenue-Utilities | | 18,000 | 25,000 | 75,000 | 93,750 | 125,000 | 75,000 |
| Equip. Service Revenue-Dev | | - | - | - | - | - | 12,000 |
| Sale of Equipment Proceeds | | - | - | - | - | - | 11,000 |
| Transfers from GF | | 125,000 | 12,500 | - | - | - | - |
| Transfers from UF | | - | - | - | - | - | - |
| Bond Proceeds | | - | - | - | 301,360 | 301,360 | - |
| Other Revenue | | 617 | 363 | 500 | 1,335 | 500 | 500 |
| TOTAL REVENUE: | | 208,453 | 132,613 | 210,500 | 497,694 | 561,860 | 233,500 |
| EXPENSES: | | | | | | | |
| Payroll & Benefits | | - | - | - | - | - | - |
| Supplies | | - | - | - | - | - | - |
| Maintenance | | 3,496 | 3,388 | 7,000 | 16,843 | 7,000 | 2,000 |
| Utilities | | - | - | - | - | - | - |
| Services | | 56,757 | 93,386 | - | - | - | - |
| Capital Outlay | | - | - | 496,707 | 508,941 | 525,207 | - |
| Transfers | | - | - | - | - | - | - |
| Lease Purchase Debt Service | | (890) | - | 61,785 | - | - | 5,000 |
| TOTAL EXPENSES: | | 59,362 | 96,774 | 565,492 | 525,784 | 532,207 | 7,000 |
| REV OVER/(UNDER) EXP | | 149,091 | 35,839 | (354,992) | (28,090) | 29,653 | 226,500 |
| ENDING FUND BALANCE | | 243,464 | 370,929 | 15,937 | 342,839 | 400,582 | 627,082 |
| Less: Net Capital Assets | | (219,561) | (322,581) | (322,581) | (322,581) | (322,581) | (322,581) |
| Less: Customer Deposits | | - | - | - | - | - | - |
| Changes to Fund Balance | | - | - | - | - | - | - |
| UNRESTRICTED FUND BALANCE | | 23,903 | 48,348 | (306,644) | 20,259 | 78,001 | 304,501 |
| Budget Requests: | | | | | | | |
| 2 Police patrol vehicles | | | | | | | 120,000 |
| 2 Public Works vehicles | | | | | | | 67,000 |
| Code Compliance vehicle | | | | | | | 36,000 |
| Total Budget Requests | | | | | | | 223,000 |
| REVISED REV OVER/(UNDER) EXP | | | | | | | 3,500 |
| REVISED ENDING UNRESTRICTED FUND BAL | | | | | | | 308,001 |



Town of Northlake
BUILDING SERVICES FUND

| Fund: 506 | FY 2015 Actual | FY 2016 Actual | FY 2017 Original Budget | FY 2017 Actual As of 6/30 | FY 2017 Revised Budget | FY 2018 Proposed Budget |
|----------------------------------|-------------------|-------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| BEGINNING FUND BALANCE: | - | - | 264,839 | 264,839 | 264,839 | 530,210 |
| REVENUES: | | | | | | |
| Mayor & Council | - | - | 825 | 619 | 825 | 400 |
| Administration-GF | - | 14,546 | 16,000 | 12,000 | 16,000 | 7,000 |
| Town Secretary | - | 6,325 | 6,958 | 5,219 | 6,958 | 3,100 |
| Municipal Courts | - | 18,973 | 20,870 | 15,653 | 20,870 | 9,200 |
| Development | - | 7,905 | 8,696 | 6,522 | 8,696 | 3,800 |
| Police | - | 56,919 | 62,611 | 46,958 | 62,611 | 27,400 |
| Public Works | - | 15,811 | 17,392 | 13,044 | 17,392 | 7,600 |
| Administration-HOT | - | 1,581 | 1,739 | 1,304 | 1,739 | 800 |
| Administration-EDC | - | 1,581 | 1,739 | 1,304 | 1,739 | 800 |
| Administration-CDC | - | 1,581 | 1,739 | 1,304 | 1,739 | 800 |
| Administration-WS Fund | - | 4,427 | 4,870 | 3,653 | 4,870 | 2,200 |
| Utility Department | - | 15,811 | 17,392 | 13,044 | 17,392 | 7,900 |
| Maintenance Reserve | - | 260,001 | - | - | - | - |
| TOTAL REVENUE: | - | 405,461 | 160,831 | 120,623 | 160,831 | 71,000 |
| EXPENSES: | | | | | | |
| Payroll & Benefits | - | - | - | - | - | - |
| Supplies | - | 25,191 | 24,760 | 18,508 | 24,760 | 24,760 |
| Maintenance | - | 6,446 | 8,000 | 4,148 | 8,000 | 8,000 |
| Utilities | - | 24,730 | 30,500 | 18,176 | 30,500 | 30,500 |
| Services | - | 84,255 | 82,200 | 60,940 | 82,200 | 7,200 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | - | - | - | - | - | - |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENSES: | - | 140,622 | 145,460 | 101,773 | 145,460 | 70,460 |
| REV OVER/(UNDER) EXP | - | 264,839 | 15,371 | 18,851 | 15,371 | 540 |
| ENDING FUND BALANCE | - | 264,839 | 280,210 | 283,690 | 280,210 | 530,750 |
| Less: Net Capital Assets | - | (27,190) | (27,190) | (27,190) | (27,190) | (27,190) |
| Changes to Fund Balance | - | - | - | - | - | - |
| UNRESTRICTED FUND BALANCE | - | 237,649 | 253,020 | 256,499 | 253,020 | 503,560 |

Budget Requests:

| | | |
|--|---------|---------|
| General Fund transfer for lease space finish out | 250,000 | |
| Lease space finish out | | 400,000 |
| Furniture and equipment | | 75,000 |

Total Budget Requests 250,000 475,000

REVISED REV OVER/(UNDER) EXP 530,210 (474,460)

REVISED ENDING UNRESTRICTED FUND BAL 783,230 29,100



Town of Northlake
TECHNOLOGY SERVICES FUND

| Fund: 504 | FY 2015 Actual | FY 2016 Actual | FY 2017 Original Budget | FY 2017 Actual As of 6/30 | FY 2017 Revised Budget | FY 2018 Proposed Budget |
|----------------------------------|-------------------|-------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| BEGINNING FUND BALANCE: | - | - | - | - | - | 100,000 |
| REVENUES: | | | | | | |
| Mayor & Council | - | - | - | - | - | 500 |
| Administration-GF | - | - | - | - | - | 9,000 |
| Town Secretary | - | - | - | - | - | 4,000 |
| Municipal Courts | - | - | - | - | - | 12,000 |
| Development | - | - | - | - | - | 5,000 |
| Police | - | - | - | - | - | 36,000 |
| Public Works | - | - | - | - | - | 10,000 |
| Administration-HOT | - | - | - | - | - | 1,000 |
| Administration-EDC | - | - | - | - | - | 1,000 |
| Administration-CDC | - | - | - | - | - | 1,000 |
| Administration-WS Fund | - | - | - | - | - | 3,000 |
| Utility Department | - | - | - | - | - | 11,000 |
| Interest Revenue | - | - | - | - | - | - |
| TOTAL REVENUE: | - | - | - | - | - | 93,500 |
| EXPENSES: | | | | | | |
| Payroll & Benefits | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Maintenance | - | - | - | - | - | 1,450 |
| Utilities | - | - | - | - | - | 16,000 |
| Services | - | - | - | - | - | 75,000 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | - | - | - | - | - | - |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENSES: | - | - | - | - | - | 92,450 |
| REV OVER/(UNDER) EXP | - | - | - | - | - | 1,050 |
| ENDING FUND BALANCE | - | - | - | - | - | 101,050 |
| Less: Net Capital Assets | - | - | - | - | - | - |
| Less: Customer Deposits | - | - | - | - | - | - |
| Changes to Fund Balance | - | - | - | - | - | - |
| UNRESTRICTED FUND BALANCE | - | - | - | - | - | 101,050 |

Budget Requests:

| | | |
|---|----------------|-----------------|
| Lease space finish out | 100,000 | |
| Website redevelopment | | 25,000 |
| Phase 2 of server virtualization | | 12,000 |
| 2nd SAN switch | | 4,250 |
| Network equipment | | 50,000 |
| Total Budget Requests | 100,000 | 91,250 |
| REVISED REV OVER/(UNDER) EXP | 100,000 | (90,200) |
| REVISED ENDING UNRESTRICTED FUND BAL | 100,000 | 9,800 |



Town of Northlake
NORTHLAKE PID#1 - HARVEST COMMUNITY

| Fund: 401 | FY 2015 Actual | FY 2016 Actual | FY 2017 Original Budget | FY 2017 Actual As of 6/30 | FY 2017 Revised Budget | FY 2018 Proposed Budget |
|--------------------------------|-------------------|-------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| BEGINNING FUND BALANCE: | - | (92) | (5,607) | (5,607) | (5,607) | 293 |
| REVENUES: | | | | | | |
| Assessments | 56,412 | 131,219 | 315,800 | 293,512 | 315,800 | 501,050 |
| Transfers | - | - | - | - | - | - |
| Other Revenue: | - | - | - | - | - | - |
| TOTAL REVENUE: | 56,412 | 131,219 | 315,800 | 293,512 | 315,800 | 501,050 |
| EXPENDITURES: | | | | | | |
| Supplies | - | - | - | - | - | - |
| Maintenance | - | - | - | - | - | - |
| Utilities | - | - | - | - | - | - |
| Services | 83,041 | 136,733 | 309,900 | 233,240 | 309,900 | 501,050 |
| Transfers | - | - | - | - | - | - |
| TOTAL EXPENDITURES: | 83,041 | 136,733 | 309,900 | 233,240 | 309,900 | 501,050 |
| REV OVER/(UNDER) EXP | (26,629) | (5,514) | 5,900 | 60,273 | 5,900 | - |
| Changes to Fund Balance | - | - | - | - | - | - |
| ENDING FUND BALANCE | (26,629) | (5,607) | 293 | 54,666 | 293 | 293 |



Town of Northlake
NORTH LAKE PID#2 - THE HIGHLANDS

| Fund: | 402 | FY 2015 | FY 2016 | FY 2017 | FY 2017 | FY 2017 | FY 2018 |
|--------------------------------|-----|------------------|--------------------|------------------|--------------------|------------------|------------------|
| | | Actual | Actual | Original | Actual | Revised | Proposed |
| | | | | Budget | As of 6/30 | Budget | Budget |
| BEGINNING FUND BALANCE: | | 3,060,802 | 3,103,098 | 1,379,116 | 1,379,116 | 1,379,116 | 1,399,991 |
| REVENUES: | | | | | | | |
| Assessments | | 309,746 | 305,200 | 316,812 | 314,320 | 316,812 | 317,899 |
| Transfers | | - | - | - | - | - | - |
| Other Revenue | | 3,260 | 13,972 | 1,500 | 8,644 | 1,500 | 10,000 |
| Other Financing Sources | | - | - | - | - | - | - |
| TOTAL REVENUE: | | 313,006 | 319,172 | 318,312 | 322,965 | 318,312 | 327,899 |
| EXPENDITURES: | | | | | | | |
| Supplies | | - | - | - | - | - | - |
| Maintenance | | - | - | 10,612 | - | 10,612 | 10,824 |
| Utilities | | - | - | - | - | - | - |
| Services | | - | 1,745,835 | 10,000 | 1,309,375 | 10,000 | 13,150 |
| Transfers | | - | - | - | - | - | - |
| Bond Debt Service | | 270,711 | 297,320 | 276,825 | 33,618 | 276,825 | 278,525 |
| TOTAL EXPENDITURES: | | 270,711 | 2,043,155 | 297,437 | 1,342,993 | 297,437 | 302,499 |
| REV OVER/(UNDER) EXP | | 42,296 | (1,723,982) | 20,875 | (1,020,028) | 20,875 | 25,400 |
| Changes to Fund Balance | | - | - | - | - | - | - |
| ENDING FUND BALANCE | | 3,103,098 | 1,379,116 | 1,399,991 | 359,088 | 1,399,991 | 1,425,391 |



Town of Northlake
TAX INCREMENT REINVESTMENT ZONE #1

| Fund: 451 | FY 2015 | FY 2016 | FY 2017 | FY 2017 | FY 2017 | FY 2018 |
|--------------------------------|---------|---------|----------|------------|---------|----------|
| | Actual | Actual | Original | Actual | Revised | Proposed |
| | | | Budget | As of 6/30 | Budget | Budget |
| BEGINNING FUND BALANCE: | - | - | - | - | - | - |
| REVENUES: | | | | | | |
| Ad Valorem Taxes | - | - | 43,632 | 36,896 | 36,896 | 73,451 |
| Transfers | - | - | - | - | - | - |
| Other Revenue | - | - | - | - | - | - |
| TOTAL REVENUE: | - | - | 43,632 | 36,896 | 36,896 | 73,451 |
| EXPENSES: | | | | | | |
| Payroll & Benefits | - | - | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Maintenance | - | - | 48,900 | - | 6,896 | 43,451 |
| Utilities | - | - | - | - | - | - |
| Services | - | 1,385 | 30,000 | 16,922 | 30,000 | 30,000 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | - | - | - | - | - | - |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENSES: | - | 1,385 | 78,900 | 16,922 | 36,896 | 73,451 |
| REV OVER/(UNDER) EXP | - | (1,385) | (35,268) | 19,973 | - | - |
| ENDING FUND BALANCE | - | (1,385) | (35,268) | 19,973 | - | - |

FY 2016/2017 Revised Budget Requests

Throughout the economic downturn, Town staff has been able to keep expenses within budget by delaying and deferring many crucial projects and programs. From calendar year 2010 to 2014 only 17 new homes were built in Northlake. During this time of very low activity, staff was still able to build General Fund reserves to more than the three months of operations. However, 2015 saw 99 residential building permits issued, followed by 189 in 2016. This does not include housing starts in Harvest. Obviously these new houses will bring new residents which in turn will increase traffic on Town roads, water service requests and calls for police service. To provide these basic Town services, additional personnel and resources are needed.

Lease Space Buildout

After deciding that construction of a Town Hall facility at this point in the Town's growth would be premature and put too large a debt liability on the Town, Town Council has moved forward with a plan to lease space in a building to be built on the north side of FM 407 at the entrance to Harvest. Although the building owner will provide some funds for the finish-out of the office interior, additional funds will be required. In FY 2016, a transfer of \$225,000 from General Fund reserves to Building Services Fund was made. In FY 2017 an additional \$250,000 is proposed to be transferred to Building Services Fund. In addition, a transfer of \$50,000 from the General Fund to the new Information Technology Fund is proposed for FY 2018 to provide funding for computers, network, telecommunications, copy/scan/print devices and audio and visual equipment for council chambers. These funds totaling \$525,000 will provide sufficient monies for the project.

Debt Service Reserves Increase

A transfer of \$50,000 is scheduled in the fiscal year 2016-2017 revised budget from the General Fund to the Debt Service Fund to increase the fund balance.

FY 2017/2018 Proposed Budget Requests

The master planned communities of Harvest and Canyon Falls are adding a new home every day and every other day, respectively. The Highlands, Prairie View Farms and Stardust Ranch have completed their Phase 1 infrastructure with Creek Meadow, Heritage Fields and Pecan Square not far behind. All projects have expanded the Town's water and road systems and increased the population. These developments create new and expanded work demands on development and public works staff in terms of permitting, review, inspection and installation. More residents require additional police staff to ensure proper coverage of patrols. The expectations of residents and businesses for Town services remain high. The challenge will be to maintain service levels in the face of increased workloads and ever-increasing complexity. These budget requests focus on maintaining current service levels of the Town by enhancing the Town's in-house capabilities through new positions, equipment and maintenance efforts.

Infrastructure Inspector and Administrative Assistant Positions – Public Works

Public Works now has staffing of two independent work crews with a crew leader, equipment operator and maintenance worker. In addition, the recently added utility technician position works semi-autonomously monitoring, testing and maintaining the Town's water and sewer systems. A crucial position needed by Public Works and warranted by the growth in Northlake is an infrastructure inspector. This position is responsible for inspecting on site all public infrastructure in the Town of Northlake built by developers to ensure all construction meets the high standards set by Town Council. Harvest Phase 3B, Harvest Meadows Phase 3, Stardust Ranch Phase 2 and Creek Meadows Phase 2 are all underway. Additional phases are anticipated for Canyon Falls in the upcoming fiscal year as well. Each phase will have corresponding construction of water and sewer lines, drainage, and roadways. In addition, commercial construction is expected to take off: IHOP and the Albert Retail Center at the northeast corner of I35W and SH 114; Two 7-Elevens located at FM 407 and SH 114; larger retail areas such as the Town Commons in front of Harvest and Chadwick Commons on the south side of SH 114. The proposed inspector will be one voice and one contact for the Town and will have the authority to stop construction if it does not conform to Town standards.

Every activity and task conducted by the crews, technician, or proposed inspector is logged into the work order system. Work orders are tied to assets and record what work was done and what supplies were used. Currently over 60 work orders are processed a week and this number is expected to increase. The data collected from the work orders ties into inventory and determines when supplies should be replenished. The system records when preventive maintenance has occurred and when next scheduled. While this information is very helpful administrative assistance is needed to manage the system in terms of reporting, supply ordering and tracking man-hours. A proposed administrative assistant for Public Works would assist the director with the work order system as well as all public works staff. Administrative functions could be handled by this position allowing existing public works staff to remain in the field repairing roads and drainage, maintaining water and sewer systems, and inspecting public infrastructure during construction.

Administrative Assistant Position – Police

As the Town grows and police personnel grows, oversight of the force is imperative both for the safety of the officer and the public especially in the current environment. Northlake recently added a sergeant and a detective to the Police Department increasing the number of sworn peace officers from eleven to thirteen. This staffing will allow a supervisor on most shifts and focused and timely investigation of crimes. New residents and businesses necessitate the expansion of the police force to protect life and property but this growth will increase the complexity of the department. Increased activity will increase the amount of open records request, typically accident reports, which are currently around 300 per year. In addition, federal and state regulatory agencies require periodic reporting such as the Racial Profiling Report and the Use of Force Report. A growing department also means increased purchasing of equipment, uniforms, supplies, etc. The FY 2018 budget proposes adding an administrative assistant position in the Police Department to assist with the various and numerous administrative functions of the department. The position will not be a peace officer but will support the 13 licensed peace officers on staff allowing them to focus on the core function of the police department: to protect and to serve the residents and businesses of Northlake.

Code Compliance Coordinator – Development Services

Infrastructure inspection concerns public utilities, roadways and drainage. Once the facilities are built and accepted they become the property of the Town. Most of the properties and buildings in the Town are private and are the responsibility and liability of the owner. However, the Town does require property owners to maintain their property and buildings to certain community standards, known as the code of ordinances. Enforcement of Town codes is a delicate proposition. Preferably, the Town would prefer all property owners maintain their property within the code and would prefer not to encroach on private property. Unfortunately, there are cases when a property or structure deteriorates to a point that it becomes a health or safety hazard. Currently the Town contracts for code enforcement services on a part-time basis. For FY 2018, a proposed code compliance coordinator would be a staff position reporting to the Development Director and would be available throughout the workday for code compliance issues. In addition, this position would review permit applications for basic zoning requirements including landscape, fence, and sign standards. This position will spend half of their time in the office reviewing plans and the other half inspecting properties.

Employee Compensation and Benefits

In 2015, the council approved a salary and benefit survey and analysis. The study showed that Northlake salary ranges were approximately 10% below market and recommended new salary ranges for Town positions. FY 2017 budget brought salary ranges to 100% of the 2015 survey. For FY 2018, a cost-of-living increase for all employees is proposed which is in line with the federal adjustment. Employees between salary range minimum to midpoint will be increased 4%; and midpoint to maximum will be increased 3%. Police officer steps will be increased from 6 total steps to 8 steps to allow room for officers at the top of their step to receive a salary

increase. The employee retirement benefit will be enhanced to allow for retirement at 20 years of service versus the current 25-year requirement. The service retirement change will have minimum impact on the budget because the retiree will receive less in annual benefit by virtue of having less years in the system. Also, proposed for FY 2018 is annual education pay for employees with post-secondary degree. Education pay provides a useful benefit when recruiting degreed personnel, a means to retain existing employees who have a degree, and an incentive when encouraging employees to seek a degree or an advanced degree. The levels of payment are: Associates \$750, Bachelors \$1,000, Masters \$1,250 and Doctorate \$1,500. The net impact of these changes for all funds is \$90,480.

Police Vehicles and Equipment

Two police vehicles with corresponding equipment are proposed for this budget to replace two high-mileage vehicles. The two vehicles to be replaced have been in use for over 100,000 miles for usage that is greater than typical vehicle wear and tear. One vehicle will be for patrol and the vehicle type will continue to be the Chevy Tahoe. The other vehicle will be used for traffic enforcement and will be a Ford Interceptor. Both vehicles with equipment are estimated to cost \$120,000. The equipment includes radar, emergency lights, heavy-duty bumper, and rugged laptop. Several equipment additions and enhancement are requested by Police including an evidence camera, rugged laptop and evidence tracking software for the detective and an additional rugged laptop, replacement LiDAR (Light Detection and Tracking) and spike strips for traffic enforcement. For officer safety, the Police Department is requesting protective gear and weapons. Total for all listed equipment is \$30,530.

Public Works Vehicles

The proposed Infrastructure Inspector will need a dedicated vehicle to make the many rounds throughout various construction areas and will most likely be a Ford F-150. Currently, the employee serving in this role drives a used Chevy Tahoe that was formerly a police patrol vehicle. The public works director is assigned a take-home vehicle so that he is available during emergencies or major system failures. His vehicle is also a used high-mileage former police vehicle. A Ford F-150 would replace the used Tahoe for the public works director's vehicle. Maintenance and reliability have become a major issue with these vehicles. Together both vehicles are estimated to cost \$67,000.

Continue Flow Monitoring Services

Beginning in FY 2017, public works contracted for flow monitoring services to measure wastewater flows at various points in the sewer system. The purpose of the service is to determine if any points exist where groundwater or rainwater enter the sewer collection system. The Town contracts with Trinity River Authority to treat sewer and the service is costed on volume. The Town believes that spending funds to prevent rainwater entering the system is more responsible and cost effective than paying TRA to treat it. This service is \$25,000 annually.

Micro-seal of Schober and Bingham Roads

Schober and Bingham roads were built by developers in the late Eighties when the Town had minimal development standards. These five-acre tract developments were rural in every sense: open drainage ditches, groundwater wells, on-site septic systems and gravel roads. For the roads over the years the Town with general tax funds has been able to improve the road surface, by chip-sealing the original gravel surface then paving an asphalt overlay. The asphalt section has held up well for the last few years. To extend the life of these roads, a micro-seal is proposed for both roads. After the existing road surface has been repaired, and all cracks filled and potholes filled, a thin asphalt layer is placed over the entire road surface. The seal protects the road from water infiltration which could erode or expand any cracks in the road, if not repaired. The estimated costs for both roads are \$50,000.

Design of Expansion of Water System in North and South Pressure Plains

The Northlake water system currently provides service to over 1,000 accounts with a meter added on average every day. The system is divided into two pressure plains. The north is all areas north of Denton Creek which is supplied by Upper Trinity Regional Water District. All the current single family residential is in the north pressure plain and currently has about 900,000 gallons of ground storage. The Town needs to begin design for additional ground storage, elevated storage and additional pumping capacity. Growth in residential is projected to continue for five to ten years. The south pressure plain is the remainder of Town and the wholesale water supplier is the City of Fort Worth. The south is where the Town's commercial and multifamily uses are located. There is no storage or pumps in the south; all pressure is latent in the system by virtue of this area being on the downhill end of Fort Worth's system. With the rapid development in north Fort Worth, this beneficial pressure will be reduced over time. To replace this projected decrease in pressure, the Town will need build storage and pressure. Each design project is estimated to be \$600,000. The funding will come from the respective impact fee funds.

Economic Development Real Estate Database

As the commercial real estate market heats up in Northlake, real-time data on real estate property listings and accurate and timely listings of available properties is crucial for the Town's economic development efforts. When potential retail developers and brokers call, having up-to-date information helps staff effectively promote the Town. This listing service through Xceligent costs \$3,300 annually and split evenly between Northlake Economic and Community Development Corporations

Website Redevelopment

The Town has had the basic same website for about seven years. Over this time there have been many suggestions to the layout and functionality both from residents and staff. Unfortunately, the current website service has limited capabilities. The Town proposes redeveloping the website with a new provider that has higher functionality. The estimated cost for the new website is \$25,000. A balance must be found that allows for Town staff with

minimal expertise in website development to still be able to navigate the controls of the website while maximizing the capabilities of the site and enhancing the user experience.

Server Virtualization – Phase 2

In February of 2017, a number of related upgrades and replacements were necessary to the Town's servers. \$19,500 was budgeted for a stand-alone server to separate the Police Department to comply with Criminal Justice Information System standards. An additional \$8,500 was budgeted for a server for the body and vehicle camera system. After including cost savings and unanticipated revenues, the Town was able purchase the first phase of a virtualized server system and place police services on the virtual server yet separate them to meet CJIS standards. Phase 1 included two dedicated servers, a mass data storage device and a high-speed router. For FY 2018, Phase 2 will add an additional reserve server and router to the system to provide for redundancy in the event of server failure with no downtime.

Harvest Commons Lease Space

In 2015, the Town engaged an architectural firm to conduct a needs assessment for office space specifically the need for a new Town Hall. The firm recommended a Town Hall of approximately 20,000 square feet; current facilities total 4,400 square feet. The recommended size would accommodate Town staff accounting for growth for the next five to fifteen years depending on the rate of growth. The budget for this size facility including land, infrastructure, building, furniture and equipment ranged from \$10,000,000 to \$13,000,000. Town Council decided that large of financial commitment should not be made now and to build a smaller structure the Town would soon outgrow would be a waste of taxpayer money. The direction was to seek lease space to house Town staff. The first opportunity came when Harvest began developing the retail area along FM 407. The Town has negotiated with the building owner to lease about 6,000 square feet of office space in the area known as Town Commons but also keep the current buildings bringing the total of Town office space to 10,400 square feet. Police will occupy the portable building and Public Works current Town Hall. Administration, Court, Finance and Development Services will relocate to the new lease space. Funds have been set aside for the finish out of the space, furniture and equipment, and networking. Part of the finish out costs will be borne by the building owner but the Town's portion is estimated at \$400,000. Furniture is budgeted at \$75,000 and network installation at \$50,000. Move-in date is anticipated for August 2018 when monthly rent payments will begin.



Town of Northlake
DEPARTMENT REPORT

| | FY 2015 Actual | FY 2016 Actual | FY 2017 Original Budget | FY 2017 Actual As of 6/30 | FY 2017 Revised Budget | FY 2018 Proposed Budget |
|-----------------------------|-------------------|-------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| COUNCIL | | | | | | |
| EXPENDITURES: | | | | | | |
| Payroll & Benefits | 1,955 | 2,103 | 2,600 | 1,997 | 2,600 | 2,600 |
| Supplies | 1,217 | 817 | 1,100 | 411 | 1,100 | 1,100 |
| Maintenance | 579 | 205 | - | 65 | - | - |
| Utilities | 666 | 822 | 750 | 481 | 750 | 750 |
| Services | 10,972 | 9,933 | 15,000 | 5,812 | 15,250 | 15,000 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | - | - | 825 | 619 | 825 | 900 |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENSES: | 15,388 | 13,879 | 20,275 | 9,384 | 20,525 | 20,350 |
| ADMINISTRATION | | | | | | |
| EXPENDITURES: | | | | | | |
| Payroll & Benefits | 268,163 | 290,158 | 323,891 | 242,586 | 323,891 | 332,560 |
| Supplies | 20,538 | 10,033 | 14,825 | 12,633 | 15,325 | 15,725 |
| Maintenance | 1,270 | 306 | 650 | 146 | 500 | 650 |
| Utilities | 5,333 | 2,147 | 1,200 | 1,153 | 2,100 | 1,200 |
| Services | 92,375 | 278,553 | 228,325 | 141,117 | 264,325 | 228,325 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | - | 15,546 | 16,000 | 12,000 | 16,000 | 16,000 |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENSES: | 387,679 | 596,743 | 584,891 | 409,635 | 622,141 | 594,460 |
| TOWN SECRETARY | | | | | | |
| EXPENDITURES: | | | | | | |
| Payroll & Benefits | 84,248 | 86,698 | 92,971 | 71,050 | 92,971 | 93,890 |
| Supplies | 5,611 | 2,323 | 3,510 | 1,873 | 3,510 | 3,610 |
| Maintenance | 320 | 51 | 500 | 146 | 500 | 500 |
| Utilities | 3,356 | 485 | - | - | - | - |
| Services | 22,393 | 9,781 | 14,650 | 14,373 | 14,650 | 16,650 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | - | 99,238 | 825 | 5,219 | 6,958 | 7,100 |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENSES: | 115,928 | 198,576 | 112,456 | 92,661 | 118,589 | 121,750 |



Town of Northlake
DEPARTMENT REPORT

| | FY 2015 Actual | FY 2016 Actual | FY 2017 Original Budget | FY 2017 Actual As of 6/30 | FY 2017 Revised Budget | FY 2018 Proposed Budget |
|-----------------------------|-------------------|-------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| MUNICIPAL COURT | | | | | | |
| EXPENDITURES: | | | | | | |
| Payroll & Benefits | 180,739 | 184,886 | 202,687 | 152,752 | 202,687 | 204,400 |
| Supplies | 8,193 | 3,286 | 6,040 | 2,477 | 6,040 | 6,040 |
| Maintenance | 101 | 3,266 | - | 228 | - | - |
| Utilities | 4,829 | - | - | - | - | - |
| Services | 44,984 | (1,673) | 59,610 | 22,946 | 34,610 | 54,500 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | - | 20,277 | 20,870 | 15,653 | 20,870 | 21,200 |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENSES: | 238,845 | 210,042 | 289,207 | 194,055 | 264,207 | 286,140 |
| DEVELOPMENT SERVICES | | | | | | |
| EXPENDITURES: | | | | | | |
| Payroll & Benefits | 53,403 | 68,981 | 75,216 | 56,776 | 75,216 | 76,475 |
| Supplies | 4,857 | 3,999 | 1,700 | 1,238 | 1,700 | 4,700 |
| Maintenance | - | 1,297 | 800 | 546 | 800 | 150 |
| Utilities | 3,520 | 630 | 150 | 431 | 150 | 600 |
| Services | 254,384 | 384,051 | 344,130 | 195,022 | 329,730 | 382,450 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | - | 8,449 | 8,696 | 6,522 | 8,696 | 8,800 |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENSES: | 316,164 | 467,406 | 430,692 | 260,535 | 416,292 | 473,175 |
| POLICE | | | | | | |
| EXPENDITURES: | | | | | | |
| Payroll & Benefits | 717,551 | 824,652 | 1,096,531 | 712,288 | 1,096,531 | 1,112,929 |
| Supplies | 64,126 | 60,634 | 79,628 | 42,491 | 84,408 | 85,928 |
| Maintenance | 38,184 | 31,660 | 29,978 | 17,935 | 31,378 | 34,678 |
| Utilities | 10,499 | 6,344 | 4,500 | 4,251 | 6,090 | 7,500 |
| Services | 65,156 | 41,993 | 61,200 | 50,045 | 61,200 | 59,360 |
| Capital Outlay | - | 2,484 | - | - | - | - |
| Transfers | 46,500 | 130,582 | 135,000 | 129,458 | 135,000 | 137,400 |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENSES: | 942,015 | 1,098,349 | 1,406,837 | 956,468 | 1,414,607 | 1,437,795 |



Town of Northlake
DEPARTMENT REPORT

| | FY 2015 Actual | FY 2016 Actual | FY 2017 Original Budget | FY 2017 Actual As of 6/30 | FY 2017 Revised Budget | FY 2018 Proposed Budget |
|--|-------------------|-------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| PUBLIC WORKS - GENERAL FUND | | | | | | |
| EXPENDITURES: | | | | | | |
| Payroll & Benefits | 143,055 | 176,630 | 238,343 | 178,861 | 238,343 | 323,605 |
| Supplies | 23,775 | 24,490 | 33,705 | 17,547 | 34,705 | 34,705 |
| Maintenance | 103,540 | 150,818 | 165,750 | 112,358 | 166,750 | 195,850 |
| Utilities | 10,799 | 4,234 | 3,720 | 7,097 | 6,800 | 9,045 |
| Services | 24,962 | 43,872 | 28,000 | 22,032 | 28,000 | 28,000 |
| Capital Outlay | 54,488 | - | - | - | - | - |
| Transfers | 18,000 | 41,898 | 42,392 | 31,794 | 42,392 | 42,600 |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENSES: | 378,619 | 441,942 | 511,910 | 369,689 | 516,990 | 633,805 |
| NON-DEPARTMENTAL - GENERAL FUND | | | | | | |
| EXPENDITURES: | | | | | | |
| Payroll & Benefits | - | 1,360 | 15,000 | 1,088 | 15,000 | 15,000 |
| Supplies | 916 | 13 | - | - | - | - |
| Maintenance | 3,920 | - | - | 5,583 | - | - |
| Utilities | - | - | - | - | - | - |
| Services | 45,539 | 76,990 | 129,965 | 43,274 | 37,000 | 124,706 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | 175,000 | 534,416 | 825 | - | - | - |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENSES: | 225,376 | 612,778 | 145,790 | 49,945 | 52,000 | 139,706 |
| ADMINISTRATION - UTILITY FUND | | | | | | |
| EXPENSES: | | | | | | |
| Payroll & Benefits | 53,182 | 76,329 | 99,357 | 74,220 | 99,357 | 101,780 |
| Supplies | 11,330 | 6,148 | 6,200 | 5,517 | 6,200 | 8,700 |
| Maintenance | 101 | 51 | 100 | 81 | 100 | 100 |
| Utilities | 2,878 | 43 | - | - | - | - |
| Services | 108,951 | 101,964 | 25,350 | 26,763 | 25,350 | 25,350 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | 125,000 | 129,731 | 154,870 | 116,153 | 154,870 | 155,200 |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENSES: | 301,441 | 314,267 | 285,877 | 222,734 | 285,877 | 291,130 |



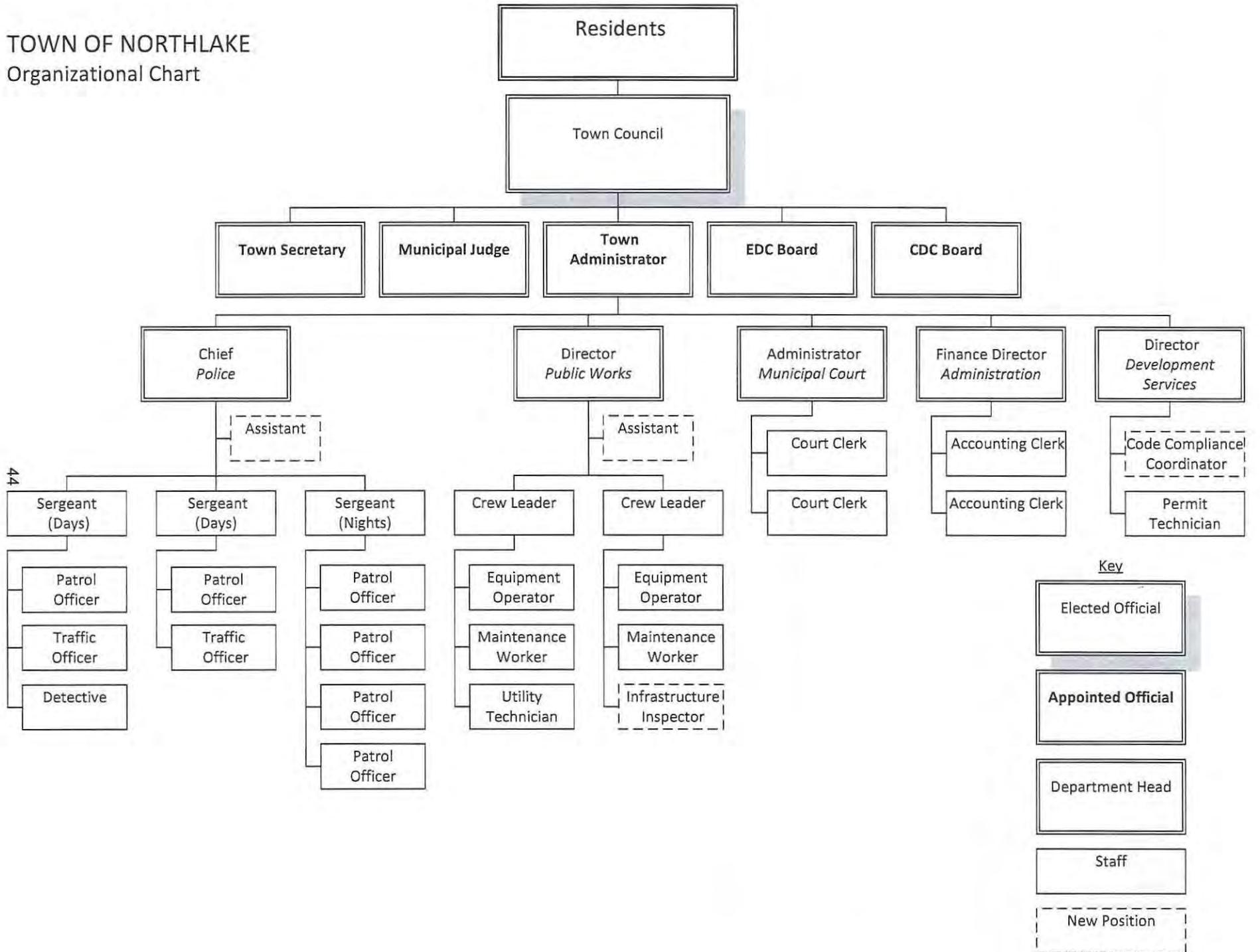
Town of Northlake
DEPARTMENT REPORT

| | FY 2015 Actual | FY 2016 Actual | FY 2017 Original Budget | FY 2017 Actual As of 6/30 | FY 2017 Revised Budget | FY 2018 Proposed Budget |
|------------------------------------|-------------------|-------------------|-------------------------------|---------------------------------|------------------------------|-------------------------------|
| PUBLIC WORKS - UTILITY FUND | | | | | | |
| EXPENSES: | | | | | | |
| Payroll & Benefits | 132,857 | 168,345 | 281,137 | 154,765 | 281,137 | 277,655 |
| Supplies | 14,551 | 20,635 | 35,870 | 20,583 | 35,870 | 90,095 |
| Maintenance | 55,304 | 104,670 | 92,700 | 73,024 | 95,300 | 111,200 |
| Utilities | 843,577 | 986,418 | 1,545,220 | 1,100,706 | 1,678,220 | 2,046,620 |
| Services | 30,956 | 72,170 | 21,800 | 35,391 | 21,800 | 41,800 |
| Capital Outlay | - | - | 189,900 | 154,467 | 189,900 | 204,000 |
| Transfers | 18,000 | 41,898 | 142,392 | 106,794 | 142,392 | 143,900 |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENSES: | 1,095,245 | 1,394,136 | 2,309,019 | 1,645,729 | 2,444,619 | 2,915,270 |

PUBLIC WORKS - NON-DEPARTMENTAL

| | | | | | | |
|-----------------------------|---------------|---------------|---------------|---------------|---------------|---------------|
| EXPENSES: | | | | | | |
| Payroll & Benefits | - | 25 | - | - | - | - |
| Supplies | - | - | - | - | - | - |
| Maintenance | - | - | - | - | - | - |
| Utilities | - | - | - | - | - | - |
| Services | 20,933 | 17,774 | 12,000 | 20,157 | 12,000 | 23,000 |
| Capital Outlay | - | - | - | - | - | - |
| Transfers | - | - | - | - | - | - |
| Lease Purchase Debt Service | - | - | - | - | - | - |
| TOTAL EXPENSES: | 20,933 | 17,799 | 12,000 | 20,157 | 12,000 | 23,000 |

TOWN OF NORTHLAKE
Organizational Chart



TOWN OF NORTHLAKE

Personnel Distribution
Full-Time Equivalents

| | 2015/16 Actual | 2016/17 Adopted | 2016/17 Amended | 2016/17 Actual | 2017/18 Requests | 2017/18 Projected |
|--------------------------------|-------------------|--------------------|--------------------|-------------------|---------------------|----------------------|
| GENERAL FUND | | | | | | |
| Administration | | | | | | |
| Town Administrator | 1.00 | 1.00 | | 1.00 | | 1.00 |
| Town Secretary | 1.00 | 1.00 | | 1.00 | | 1.00 |
| Finance Director (75%) | 0.65 | 0.75 | | 0.75 | | 0.75 |
| Accounting Clerk (75%) | 0.65 | 0.75 | | 0.75 | | 0.75 |
| Full-Time | 3.30 | 3.50 | 0.00 | 3.50 | 0.00 | 3.50 |
| Part-Time | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 3.30 | 3.50 | 0.00 | 3.50 | 0.00 | 3.50 |
| Development Services | | | | | | |
| Development Director (25%) | 0.25 | 0.25 | | 0.25 | | 0.25 |
| Code Compliance Coordinator | 0.00 | 0.00 | | 0.00 | 0.75 | 0.75 |
| Permit Technician | 1.00 | 1.00 | | 1.00 | | 1.00 |
| Full-Time | 1.25 | 1.25 | 0.00 | 1.25 | 0.75 | 2.00 |
| Part-Time | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 1.25 | 1.25 | 0.00 | 1.25 | 0.75 | 2.00 |
| Municipal Court | | | | | | |
| Court Administrator | 1.00 | 1.00 | | 1.00 | | 1.00 |
| Court Clerk | 2.00 | 2.00 | | 2.00 | | 2.00 |
| Full-Time | 3.00 | 3.00 | 0.00 | 3.00 | 0.00 | 3.00 |
| Part-Time | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 3.00 | 3.00 | 0.00 | 3.00 | 0.00 | 3.00 |
| Police | | | | | | |
| Police Chief | 1.00 | 1.00 | | 1.00 | | 1.00 |
| Lieutenant | 0.00 | 0.00 | | 0.00 | | 0.00 |
| Sergeant | 2.00 | 2.75 | | 2.75 | 0.25 | 3.00 |
| Police Officer | 7.50 | 8.00 | | 8.00 | | 8.00 |
| Detective | 0.00 | 0.75 | | 0.75 | 0.25 | 1.00 |
| Administrative Assistant | 0.00 | 0.00 | | 0.00 | 0.75 | 0.75 |
| Full-Time | 10.50 | 12.50 | 0.00 | 12.50 | 1.25 | 13.75 |
| Part-Time | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 10.50 | 12.50 | 0.00 | 12.50 | 1.25 | 13.75 |
| Public Works | | | | | | |
| Public Works Director (50%) | 0.50 | 0.50 | | 0.50 | | 0.50 |
| Crew Leader (50%) | 0.50 | 0.87 | | 0.87 | 0.13 | 1.00 |
| Infrastructure Inspector (50%) | 0.00 | 0.00 | | 0.00 | 0.37 | 0.37 |
| Equipment Operator (50%) | 1.00 | 1.00 | | 1.00 | | 1.00 |
| Maintenance Worker (50%) | 1.00 | 1.00 | | 1.00 | | 1.00 |
| Administrative Assistant (50%) | 0.00 | 0.00 | | 0.00 | 0.37 | 0.37 |
| Full-Time | 3.00 | 3.37 | 0.00 | 3.37 | 0.87 | 4.24 |
| Part-Time | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 3.00 | 3.37 | 0.00 | 3.37 | 0.87 | 4.24 |
| Total General Fund | | | | | | |
| Full-Time | 21.05 | 23.62 | 0.00 | 23.62 | 2.87 | 26.49 |
| Part-Time | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 21.05 | 23.62 | 0.00 | 23.62 | 2.87 | 26.49 |

TOWN OF NORTHLAKE

Personnel Distribution
Full-Time Equivalents

| | 2015/16 Actual | 2016/17 Adopted | 2016/17 Amended | 2016/17 Actual | 2017/18 Requests | 2017/18 Projected |
|---|-------------------|--------------------|--------------------|-------------------|---------------------|----------------------|
| <u>ECONOMIC DEVELOPMENT CORP.</u> | | | | | | |
| Development Services | | | | | | |
| Development Director (25%) | 0.25 | 0.25 | | 0.25 | | 0.25 |
| 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>COMMUNITY DEVELOPMENT CORP.</u> | | | | | | |
| Development Services | | | | | | |
| Development Director (25%) | 0.25 | 0.25 | | 0.25 | | 0.25 |
| 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> | | | | | | |
| Development Services | | | | | | |
| Development Director (25%) | 0.25 | 0.25 | | 0.25 | | 0.25 |
| 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 (25%) | 0.35 | 0.25 | | 0.25 | | 0.25 |
| Accounting Clerk (25%) | 0.35 | 0.25 | | 0.25 | | 0.25 |
| Utility Billing Clerk | 0.00 | 0.50 | | 0.50 | 0.50 | 1.00 |
| Full-Time | 0.70 | 1.00 | 0.00 | 1.00 | 0.50 | 1.50 |
| Part-Time | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 0.70 | 1.00 | 0.00 | 1.00 | 0.50 | 1.50 |
| Public Works | | | | | | |
| Public Works Director (50%) | 0.50 | 0.50 | | 0.50 | | 0.50 |
| Crew Leader (50%) | 0.50 | 0.87 | | 0.87 | 0.13 | 1.00 |
| Infrastructure Inspector (50%) | 0.00 | 0.00 | | 0.00 | 0.37 | 0.37 |
| Equipment Operator (50%) | 1.00 | 1.00 | | 1.00 | | 1.00 |
| Maintenance Worker (50%) | 1.00 | 1.00 | | 1.00 | | 1.00 |
| Utility Technician | 0.00 | 0.75 | | 0.75 | 0.25 | 1.00 |
| Administrative Assistant (50%) | 0.00 | 0.00 | | 0.00 | 0.37 | 0.37 |
| Full-Time | 3.00 | 4.12 | 0.00 | 4.12 | 1.12 | 5.24 |
| Part-Time | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 3.00 | 4.12 | 0.00 | 4.12 | 1.12 | 5.24 |
| Total Utility Fund | | | | | | |
| Full-Time | 3.70 | 5.12 | 0.00 | 5.12 | 1.62 | 6.74 |
| Part-Time | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 3.70 | 5.12 | 0.00 | 5.12 | 1.62 | 6.74 |
| <u>All Funds Total</u> | | | | | | |
| Full-Time | 25.50 | 29.49 | 0.00 | 29.49 | 4.49 | 33.98 |
| Part-Time | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total | 25.50 | 29.49 | 0.00 | 29.49 | 4.49 | 33.98 |

Date of Incorporation 1960
 Form of Government Mayor/Council
 Area 10,881 acres (17.0 sq. miles)
 Mean Household Income \$82,023
 Avg. Single Family Home Value \$342,262

Area Fire Protection

Roanoke Fire Department
 Argyle Fire Department

Police Protection

Number of Stations 1
 Number of Sworn Personnel 13

Area Recreational Parks and Facilities

5

Area Libraries

6

Education

The University of North Texas
 University of Texas - Arlington
 Southern Methodist University
 Texas Wesleyan University
 Texas Christian University
 Texas Woman's University
 North Central Texas College
 Tarrant County College
 Northwest, Ponder, and Argyle ISDs
 Elementary Schools 10
 Intermediate School (5th-6th grades) 1
 Middle Schools 5
 High Schools 5

Railroads

Burlington Northern Santa Fe
 Union Pacific

Air Service

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

Highways

Interstate IH-35W
 Highways SH 114, US 377
 Major Farm-to-Market FM 156, FM 407, FM 1171

Distance in Miles To:

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

Tax Rate Per \$100 Valuation

Northlake \$0.295
 Argyle ISD \$1.570
 Northwest ISD \$1.453
 Ponder ISD \$1.468
 Denton County \$0.248
 Denton County ESD #1 \$0.100

Area Community Facilities

Hotels 12
 Hospitals 5
 Churches 27

Utilities

Natural Gas Atmos
 COSERV
 Electricity TXU Electric
 COSERV
 Telecommunications AT&T
 Frontier
 Grande
 Waste Collection Progressive

Major Area Employers

Amazon
 Argyle ISD
 BNSF
 Clorox Distribution Center
 Farmer Bros
 G.E. Locomotive
 Hydro Conduit
 Northwest ISD
 Texas Motor Speedway

Incentives:

Freeport Exemptions
 Economic Development Incentives
 Pioneer Grant (5 year forgivable loan)
 Fast Track Permitting

www.town.northlake.tx.us