



# **Bridging the Gaps**

## **Filling in the Spaces**

Town of Northlake

2018-2019 Annual Budget





## **Town of Northlake**

### **Proposed Budget For Fiscal Year Starting October 1, 2018**

**This budget will raise more total property taxes than last year's budget by \$446,879 or 31.9%, and of that amount \$222,296 is a revenue increase from new property added to tax roll this year.**

#### **Town Council**

Peter Dewing, Mayor

Brian G. Montini, Mayor Pro Tem

Rena Hardeman

Jimmy Lambert

Roger Sessions

Danny Simpson

Drew Corn, Town Administrator

Karen Bolyard, Finance Director

[www.town.northlake.tx.us](http://www.town.northlake.tx.us)

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September 13, 2018

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

The Town of Northlake budget for the fiscal year 2018/2019 bridges the gaps and fills in the spaces as the Town continues to stretch in the face of the ever-increasing volume and 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. Constructing new roads and expanding water and sewer systems is and will continue to be a priority for Northlake for the foreseeable future. The new residents and businesses will both create the need for additional Town services and infrastructure but will 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, Lab Supply and reLogistics. 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 past surveys and the most recent 2018 survey of residents and in many conversations with residents, the desire for restaurants and shopping in the area continues. 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, Sonic, IHOP and Popeye’s, have all opened within the last two years. Town staff continues to aggressively recruit a grocery store. In the interim, convenience stores have popped up. In 2018, two 7-Eleven stores open simultaneously in Northlake one at State Highway 114 and the other at Farm-to-Market 407. Coming in late the Fall of 2018 are Burgerim, a gourmet burger restaurant, and Amano Bistro a family-run Italian restaurant both the located on SH 114.

In addition to the increase in market values of housing, new homes and buildings have increased property values in Northlake. Certified residential property values have increased over 55% with over three-fourths of this increase from new construction. Sales tax revenue projections will remain at last year’s amount. New retail and restaurant sales have replaced

one-time sales tax on construction related material for the Northport 35 and Farmer Brothers projects. The Town's utility system operations which are experiencing substantial, annual cost increases from wholesale providers. However, the growing customer base has allowed the Town to keep residential retail rates from increasing correspondingly.

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, delaying infrastructure improvements, 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 2019, the Town has increased staffing. This trend is proposed to continue with the addition of four positions. In Police, the sergeant will provide for 24-hour supervision and officer backup. In Public Works, the maintenance worker will supplement existing staff to monitor and maintain the Town's water system. The planner will assist the Development Services director with review of zoning requests, plats, site plans and other development related submissions. The accountant will assist the Finance Director with accounting entries, reconciliations, and document preparation for audit, budget and other financial functions.

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 2016 Series debt totaled \$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. Proposed for FY 2019 is the issuance of \$12,000,000 in certificates of obligation to finance crucial expansion of the Town's water system. In the north, a 1.25-million-gallon elevated water storage tank and related lines will be built to ensure water storage and pressures. In the south, a 0.75-million-gallon elevated water storage tank, a 0.5-million-gallon ground storage, pumping capacity and related lines will be constructed to replace the beneficial but soon to end water pressures supplied by the City of Fort Worth.

The Town of Northlake has been able to leverage growth to the benefit of the residents and the Town infrastructure. North Ridge Estates property values provided funding to pave Florance Road, Bingham Road and Schober Road, and parts of Holder Road and Evelyn Road. 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 funded a second connection to UTRWD, a trail system and upgrades to Florance, Cleveland-Gibbs and Sam Lee. The continued residential growth in The Highlands, Prairie View Farms, Creek Meadows, Stardust Ranch and Canyon Falls will provide the tax base to support the Series 2018 debt issuance.

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. The effective tax rate for the 2018 tax year is calculated as 29.61¢; legislatively defined as the tax rate needed to provide the same property tax revenues using the upcoming year's tax base. In FY 2019, the Town is effectively doing more with less property tax as compared to the prior year. 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 2018-2019, 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 2018/2019 as ratified by the Town Council during the Budget Work Session on May 10, 2018.

- 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 \$653,127,276 in 2017, to \$781,484,615 in 2018. After exemptions, losses and caps, the taxable value is projected to increase from \$500,185,509 in 2017 to \$625,771,541 in 2018. Applying the proposed tax rate of 29.5¢ per \$100 valuation, property taxes revenues are \$1,846,026 an approximately 25 percent increase from property tax revenue last fiscal year. Of this amount \$779,292 will be dedicated to debt service, \$934,662 will pay for maintenance and operations, and the remaining \$132,072 is dedicated to the Canyon Falls Tax Increment Reinvestment Zone. 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 minimal plan changes, healthcare costs are expected to increase 5.5% over last year which is below initial projections. Supplies expense category will increase slightly due to increased staff levels. Maintenance costs will decrease due to newer equipment and a reduction in street maintenance due to the recent road paving projects. Costs for services has decreased from the

previous year but a related increase has occurred in Transfers. Rather than splitting common expenses such as insurance, building rental and utilities, the Town will charge each department a monthly internal service charge and then pay common expenses from Building Services internal service fund.

The general themes of this year's proposed service enhancements are to provide additional staff capacity for the ever-increasing workload, to provide additional levels of expertise to assist the Town management team, and to provide oversight and redundancy for worker supervision and safety. 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 one month.

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
- Pave Cleveland-Gibbs from FM 407 to FM 1171 and pave Sam Lee Lane from Ashmore to 1,850 feet east
- Implement a salary and market maintenance adjustment ranging from 2.5% - 5%
- Add additional sergeant position in Police to provide 24-hour supervision and backup
- Add additional maintenance worker position in Public Works for water system monitoring and maintenance, and water meter installation
- Create planner position which reports to Development Director and assists with development related reviews
- Create accountant position to report to Finance Director and performs various accounting, auditing and budget functions for the Town
- Finish out Town Hall lease space with move in September 2018
- Partner with Harvest to conduct Town's first public Fourth of July fireworks display
- Purchase police replacement vehicles and new dump truck and trailer to supplement existing Public Works equipment
- Fund approximately \$25,000 in enhancements for officer safety, traffic enforcement and criminal investigations
- Complete design of Phase 3 of the northern pressure plain and Phase 2 of the southern pressure plain including ground storage, pumps and elevated tanks
- Issue certificates of obligation to fund the construction of water system improvements
- Evaluate and repair existing sewer system at SH 114 and IH-35W which was built in 1997

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 and customers, or investments in upgrading existing infrastructure. The proposed budget is in response to existing needs not 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. The recent salary survey recommendations effects staff in three different ways based on which category they fall into. First is to bring employees, who are below the proposed salary range, up to the minimum. Second is to increase salaries of other employees to market based on their education, experience and tenure with the Town. Finally, the remaining employees not affected by the previous two changes will receive a market maintenance adjustment ranging from 2.5% to 5%. The real goal in maintaining competitive salaries is to not lose high-performing, well-trained employees. The loss of productivity and cost of replacing them and retraining often exceed the proposed salary increases.

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. However, with only three sergeants, there are shifts were a lone officer is on duty with no supervision or backup. The Town has utmost confidence in their officers, but this is not the ideal situation. The proposed additional sergeant position will provide for 24-hour supervisory coverage and enhance officer safety with additional backup.

The latest Council of Governments population projections show Northlake with 3,610 residents. These numbers only illustrate part of the Town's service area. Harvest which is not in the Town limits is approaching 5,000 residents and all of those residents are Northlake water customers. Public Works averages two water meter sets per day. In addition, as the system grows so to do the regulations and reporting requirements. An additional maintenance worker is requested to assist with the monitoring and maintenance of the Town's expanding water system.

The Development Director was originally responsible for intake, review and presentation of zoning cases, plats and other development submissions, in addition to economic development, marketing and website management. With the increase in development, a permit technician position was added for intake two years ago. Last year a code compliance position was added to assist with basis code review and compliance of existing uses and structures. While these positions have been a tremendous help, but larger more complicated zoning cases and long-range planning initiatives take up most of the available time of the director. The proposed planner will relieve some of the workload currently on the Development Director.

The Finance Director is responsible for the accounting, auditing, budgeting and overall finances of the Town. The current staff of two accounting clerks helps with the processing of receivables, payables, payroll and benefits, and the setup of utility accounts. However, higher-level functions all fall on the director. The proposed accountant position will lessen the workload of the director, performing such accounting functions as monthly bank reconciliation, weekly check runs, and oversight of the clerks. In addition, the accountant will assist with audit and

budget preparation providing the necessary research and documentation for these annual processes.

In 2010 during the downturn in the economy, the Town purchased a used single-rear-axle dump truck which was what was affordable at the time. However, the dump truck cannot carry a full bed load of materials and tow necessary equipment for a project. Multiple trips are necessary. The proposed double-rear-axle dump truck and trailer will adequately transport personnel, materials and equipment to a work site. The current dump truck will still be used to supplement the new trucks increased capacity.

For a small town, Northlake has a vastly expanding water system. There are over 1,500 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. 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 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 The Ridge and Pecan Square, the Town has taken the lead in 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 proposed budget for these water system improvements are \$12,000,000 and will be funded from by debt issued in the form of certificates of obligation.

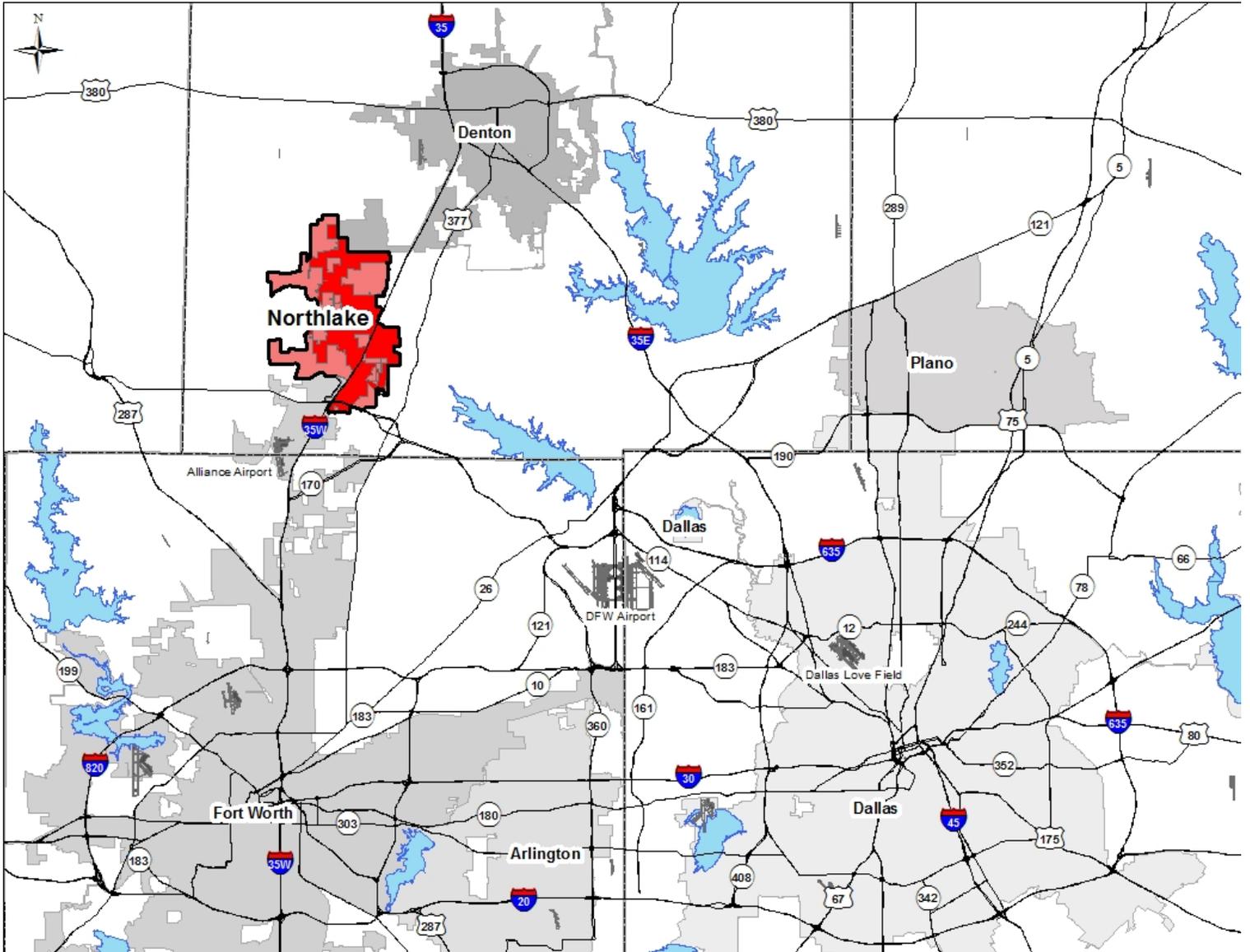
In summary, the Fiscal Year 2018/2019 budget reflects the budget principles. It serves as an operating guide for management staff and presents the Town's financial plan, illustrating anticipated appropriations and projected revenues by which programs are funded. With the growth in property tax revenue 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 maintain existing service levels but for greater number of residents, customers and businesses, and for increased complexity of activities. The proposed budget will continue to use new resources to invest in infrastructure and in personnel to continue to connect our infrastructure and accomplish our ever-expanding duties.

Sincerely,

A handwritten signature in black ink, appearing to read "Drew Corn". The signature is fluid and cursive, written over a light blue horizontal line.

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 2017/2018 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 last twenty-one years due to increases in residential and commercial property values, and growth in sales tax and development fee revenues due to development activity. Additional resources were transferred to the building fund to complete lease space finish out costs and were reinvested in the Town as capital improvements. The Town funded 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**

Northlake completed the Water and Sewer Impact Fee Study in March of 2018. The study was based on the 2016 Comp Plan Update which emphasized 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. In April, Council adopted the Northlake Strategic Plan with its vision of “Northlake honors its rural legacy while thriving as a multi-generational, family-oriented and highly engaged community”.

### **Attract and Retain Various Business Types for Diverse Future Tax Base**

Hillwood purchased of 260 acres off I-35W additional warehouse and commercial development in FY 2017. In FY 2018 Hillwood began construction of a 1.2 million square foot assembly and distribution center for a nationally renowned brand and broke ground on a 500,000 square foot speculative warehouse. These industrial uses bring employees who frequent local restaurants such as Burgerim and Amano Bistro who will open in Fall of 2018. Burgerim and Amano Bistro were recipients of Northlake Pioneer Grants which incentivize retailers and restaurants to locate in Northlake.

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

The Town repaved Florance Road from FM 407 to Strader at the beginning of FY 2018. The paving of Cleveland-Gibbs Road (from FM 407 to FM 1171) began the summer of 2018 and will be completed by February 2019. The paving of Sam Lee Lane had been delayed due to underground and above-ground utility relocation. These projects were funded by the issuance of Certificates of Obligation Series 2016.

Design began in FY 2018 on North Pressure Plain Phase III and South Pressure Plain Phase II water system improvements which will include two elevated storage tanks, a ground storage tank, a pump station and 12-inch, 16-inch and 20-inch water transmission lines. The design projects totaled about \$1.4 million and were funded with water impact fee funds and cost participation from the Belmont Fresh Water Supply District.

### **Recruit, Retain and Train Highly Qualified Personnel**

In FY 2018, the Town will provide a cost-of-living allocation 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. To recruit and retain, employees with post-secondary degrees, the Town adopted 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**

For FY 2018, Police added an administrative assistant to assist the chief and sergeants with 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 civilian but assist the 13 licensed peace officers in the Northlake police force.

In FY 2018, an infrastructure inspector position was created to allow for one point of contact and one voice for Public Works in inspecting the work of contractors building public infrastructure. Also, an Administrative Assistant position was created to 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 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 Code Compliance Coordinator position was added in FY 2018 to assist the director in the reviewing submissions for basic zoning requirements and will also conduct field inspection for compliance to zoning.

### **Utilize Equipment and Technology to Increase Productivity and Efficiency**

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. Similar models were purchased in FY 2017 and the department has been pleased so far with their performance. Smaller equipment purchases were made 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 maintain. Two Public Works vehicles were purchased in FY 2018, a Ford F-150 and Chevy Colorado, to replace former police Chevy Tahoes. A new addition to the Town fleet was another Colorado for the Code Compliance Coordinator as this position inspects code and zoning violations throughout the Town.

## **Council Budget Principles FY 2018/2019 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 and commercial construction activity continues to increase the property tax base allowing the Town to invest in much needed infrastructure. For FY 2019, the Town proposed issuing \$12.0 million in Certificates of Obligation to improve the Town's water storage and distribution system. This investment in the Town will be accomplished with no increase in the tax rate.

### **Ensure Sustainable Development through Strategic Planning**

With the completion of the Master Thoroughfare Plan (MTP) and the Comprehensive Land Use Plan Update in 2016 and the Water, and Sewer Master Plans and Strategic Plan in 2018, the Town will not have any major planning undertaking but will continue to analyze existing plans and look for opportunities for improvement.

### **Attract and Retain Various Business Types for Diverse Future Tax Base**

The 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 has begun. 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 corporations have partnered with Buxton in FY 2019 to focus on assisting commercial developers in finding retail and restaurant tenants for their available buildings and properties.

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

Florance Road reconstruction project is complete. Cleveland-Gibbs paving project is projected to be complete in February 2019. Sam Lee paving is anticipated to begin in FY 2018 and be completed in Summer of 2019.

Design of water system improvement for Phase III of the North Pressure Plain and Phase II of the South Pressure Plain will wrap-up in FY 2019 and construction can proceed. The proposed improvements will include a 1.25-million-gallon elevated storage tank and 16-inch water transmission line in the North Plain, and a 0.75-million-gallon elevate storage tank, a 0.5-million-gallon ground storage tank, a pump station, and 12-inch and 20-inch transmission lines.

### **Recruit, Retain and Train Highly Qualified Personnel**

The 2018 salary survey found Northlake salaries to be 14.5% below market. Unlike previous compensation revisions, the proposed adjustments are not across the board and will fall into three categories: adjustment to new minimums, adjustment to market position, and adjustment to overall market. The adjustments keep 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 continued growth in Northlake in both the Ranch Preservation and Traditional Neighborhood Character Areas, an additional sergeant position is proposed for FY 2019 to provide oversight and backup for front-line officers. This position will bring the number of sergeants to four allowing for a supervisory presence for all shifts on a 24-hour basis.

For Public Works, the water system is expanding at a faster pace than population due to water service outside the Town limits and industrial and commercial customer growth. To help maintain the water system and assist with testing, an additional maintenance worker position is proposed.

The Development and Finance Directors have historically been working department heads; performing operational duties while also providing leadership and oversight for their departments. As Northlake grows in both terms of residents and complexity, these department heads will devote more time to management and less time to daily tasks. The budget requests two new positions, Planner and Accountant, to assist Development Services and Finance, respectively, and provide much needed professional assistance to these departments.

The Town finalized a lease agreement for office space on the north side of FM 407 at the entrance of Harvest. Interior finish-out construction has begun and furniture, fixtures and equipment including an audio and visual system for council chambers and court room have been ordered. Move in date for the lease space is projected to be October 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 2018 and the department has been pleased with their performance.

In 2010, Public Works purchased a used single-rear-axle dump truck and heavy-duty trailer which was all the Town could afford at the time. The dump truck with a full load of materials could not pull the trailer with the necessary equipment causing crews to make multiple trips for even the simplest projects. Also, the trailer had an irreparable air-brake system. In the proposed budget, staff requests a new double-axle dump truck and a new heavy-duty trailer allowing for the hauling of materials, equipment and crew to the job-site in one trip. The existing dump truck will continue to be used in a supplemental role.

In Public Works ongoing battle with sewer system groundwater inflow and infiltration, staff proposes engaging a consultant to video sewer lines in identified areas to assess for any damage or breaks. Depending on the severity, smaller issues can be repaired with the remote equipment. Larger issues will be mapped and further studies for long-term repair solutions.

## **Fund Summaries**

Before moving into the details of the proposed budget for FY 2018/2019, 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**

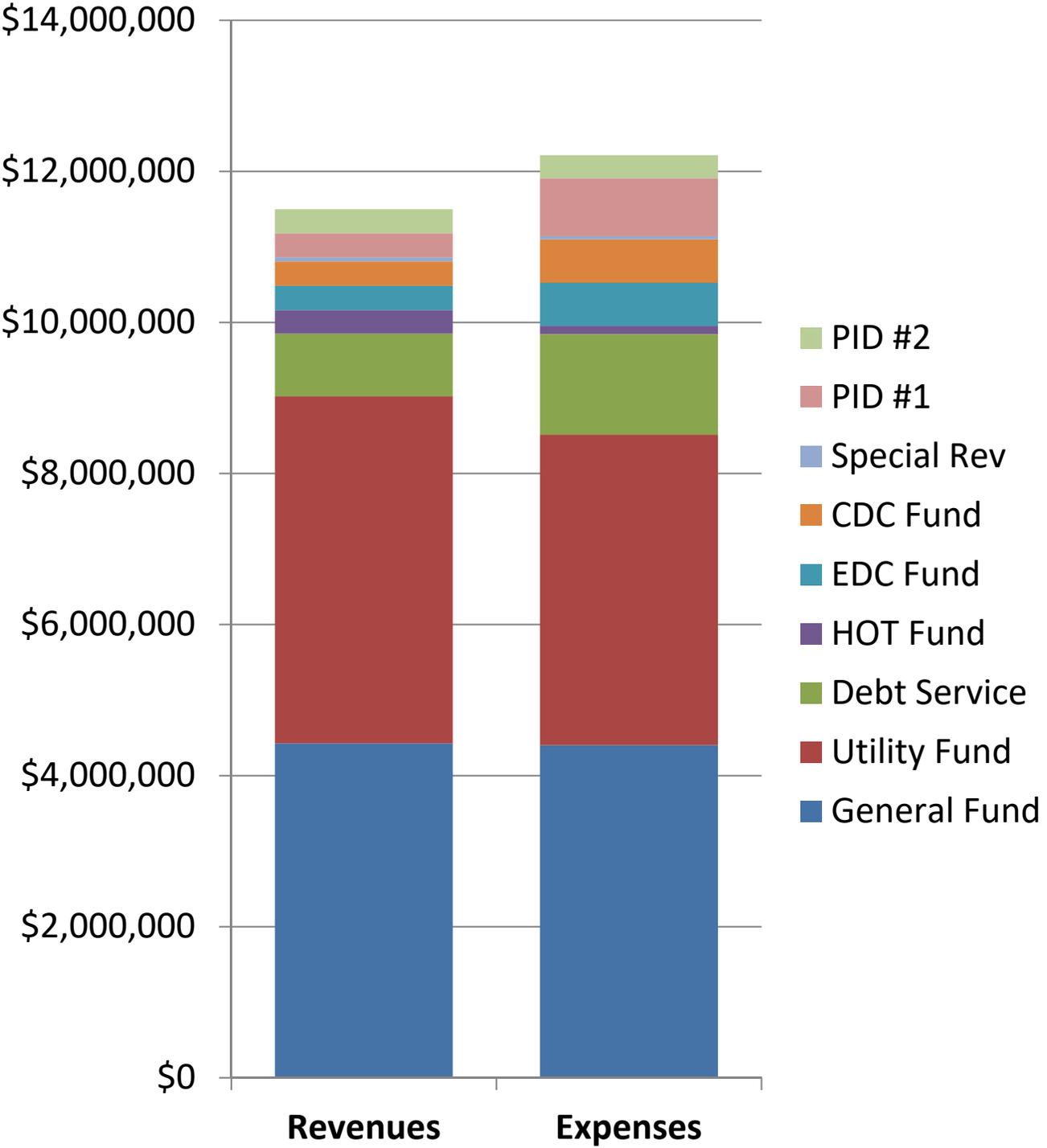
The Proprietary Funds are for ongoing organizations and activities that are similar to those often found in the private sector. These funds include:

- 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

<b>Property Tax Summary</b>		<b>Certified 2018 Tax Year</b>		<b>NET</b>
		<b>TOTAL</b>	<b>TIRZ</b>	
<b><u>Net Taxable Value:</u></b>				
<b>Total Preliminary Value as of July 14, 2018</b>		\$ 781,484,615	\$ 146,761,067	
Less Exemptions and Caps:				
Disabled Veteran		\$ (311,500)	\$ (128,500)	
Over 65		\$ (1,309,237)		
Homestead		\$ (3,459,362)	\$ (548,545)	
Less Value Losses:				
Agricultural Productivity		\$ (96,102,804)	\$ (789,862)	
Non-profit Organization		\$ (7,764,708)	\$ (798)	
Personal Property Nominal Inventory		\$ -		
Freeport Inventory		\$ (9,470,449)		
Tax Abatements		\$ (37,295,014)		
<b>Total Reduction to Values</b>		<u>\$ (155,713,074)</u>	<u>\$ (1,467,705)</u>	
<b>Net Taxable Value</b>		<u>\$ 625,771,541</u>	<u>\$ 145,293,362</u>	
<b>Less TIRZ Base Year</b>			\$ (5,549,784)	
<b><u>Estimated Property Tax Collections:</u></b>				
Net Taxable Value		\$ 625,771,541	\$ 139,743,578	
Proposed Tax Rate per \$100 valuation		\$ 0.2950	\$ 0.0909	
<b>Estimated Property Tax Levy</b>		<u>\$ 1,846,026</u>	<u>\$ 127,027</u>	
<b><u>Tax Rate Distribution Schedule:</u></b>		<u>Tax Rate per \$100</u>		
Maintenance and Operations	58%	\$ 0.1705		
Debt Service	42%	\$ 0.1245		
<b>Total Distribution of Tax Rate</b>		<u>\$ 0.295</u>		
<b><u>Distribution of Estimated Tax Revenue:</u></b>				
Maintenance and Operations		\$ 1,066,734	\$ (127,027)	939,707
Debt Service		\$ 779,292		779,292
<b>Total Estimated Tax Revenue</b>		<u>\$ 1,846,026</u>		<u>\$ 1,718,999</u>



Town of Northlake  
**GENERAL FUND**

Fund:	100	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019
		Actual	Actual	Original	Actual	Revised	Proposed
				Budget	As of 06/30	Budget	Budget
<b>BEGINNING FUND BALANCE:</b>		1,478,315	1,510,410	1,878,278	1,878,278	1,878,278	1,501,455
<b>REVENUES:</b>							
Court Fines		601,110	592,248	600,000	369,735	500,000	500,000
Sales/Beverage Tax		679,648	623,492	480,000	447,067	600,000	600,000
Ad Valorem Taxes		693,972	744,911	842,210	911,586	910,000	939,707
Permits		31,452	20,760	21,450	16,517	19,550	19,550
Franchise Fees		257,563	282,277	311,000	245,942	332,000	380,000
Building Permits		686,682	793,743	969,500	683,749	903,725	1,004,500
Development		343,565	527,041	437,500	313,389	703,050	502,250
Transfers		175,000	200,000	230,881	155,291	230,881	270,881
Other Revenue:		110,340	149,495	156,260	118,495	156,260	208,260
<b>TOTAL REVENUES:</b>		<b>3,579,331</b>	<b>3,933,968</b>	<b>4,048,801</b>	<b>3,261,772</b>	<b>4,355,466</b>	<b>4,425,148</b>
<b>EXPENDITURES:</b>							
Payroll & Benefits		1,635,467	1,873,267	2,399,917	1,635,042	2,422,727	2,417,146
Supplies		105,596	116,755	156,108	92,773	152,548	159,338
Maintenance		187,603	189,990	288,378	220,676	293,678	180,611
Utilities		14,661	17,546	19,095	14,064	21,675	22,775
Services		843,499	700,190	908,991	492,831	855,286	822,239
Capital Outlay		2,484	-	33,225	9,542	21,400	6,000
Transfers		757,927	668,352	234,000	233,625	347,500	449,180
Lease Purchase Debt Service		-	-	-	-	-	-
<b>TOTAL EXPENDITURES:</b>		<b>3,547,237</b>	<b>3,566,099</b>	<b>4,039,714</b>	<b>2,698,553</b>	<b>4,114,814</b>	<b>4,057,289</b>
<b>REV OVER/(UNDER) EXP</b>		<b>32,094</b>	<b>367,868</b>	<b>9,087</b>	<b>563,219</b>	<b>240,652</b>	<b>367,859</b>
<b>ENDING FUND BALANCE</b>		<b>1,510,410</b>	<b>1,878,278</b>	<b>1,887,365</b>	<b>2,441,498</b>	<b>2,118,930</b>	<b>1,869,314</b>
<b>Budget Requests</b>							
Transfer to Building Fund						100,000	
Transfer to Debt Service Fund						500,000	
Officer Safety & Investigative Tools						17,475	
Fourth of July Special Event							25,000
Accountant							56,524
Planner							66,495
Police Sergeant							93,550
Public Works Dump Truck & Trailer Fuel & Maintenance							1,750
Salary Adjustments							101,651
<b>Total Budget Requests</b>						<b>617,475</b>	<b>344,970</b>
<b>REVISED REV OVER/(UNDER) EXP</b>						<b>(376,823)</b>	<b>22,889</b>
<b>REVISED ENDING FUND BAL - UNASSIGNED</b>						<b>1,501,455</b>	<b>1,524,344</b>



Town of Northlake  
**CAPITAL PROJECTS**

Fund:	301	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019
		Actual	Actual	Original	Actual	Revised	Proposed
				Budget	As of 06/30	Budget	Budget
<b>BEGINNING FUND BALANCE:</b>		(13,986)	11,071	5,909,853	5,909,853	5,909,853	4,459,853
<b>REVENUES:</b>							
Taxes / Fees & Fines		-	-	-	-	-	-
Permits and Registrations		-	-	-	-	-	-
Franchise Fees		-	-	-	-	-	-
Building Permits		-	-	-	-	-	-
Development		-	-	-	-	-	-
Transfers		50,000	6,660,000	-	-	-	-
Bond Proceeds		-	(25,000)	6,700,000	-	-	-
Other Revenue:		57	1,235,504	-	78,612	-	-
<b>TOTAL REVENUE:</b>		<b>50,057</b>	<b>7,870,504</b>	<b>6,700,000</b>	<b>78,612</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES:</b>							
Payroll & Benefits		-	-	-	-	-	-
Supplies		-	-	-	-	-	-
Maintenance		-	-	-	-	-	-
Utilities		-	-	-	-	-	-
Services		-	353,795	-	112,427	150,000	-
Capital Outlay		-	1,617,927	5,200,000	731,883	1,300,000	3,550,000
Transfers		-	-	-	-	-	-
Lease Purchase Debt Service		-	-	-	-	-	-
<b>TOTAL EXPENDITURES:</b>		<b>-</b>	<b>1,971,722</b>	<b>5,200,000</b>	<b>844,310</b>	<b>1,450,000</b>	<b>3,550,000</b>
<b>REV OVER/(UNDER) EXP</b>		<b>50,057</b>	<b>5,898,782</b>	<b>1,500,000</b>	<b>(765,698)</b>	<b>(1,450,000)</b>	<b>(3,550,000)</b>
Changes to Fund Balance		-	-	-	-	-	-
<b>ENDING FUND BALANCE</b>		<b>36,071</b>	<b>5,909,853</b>	<b>7,409,853</b>	<b>5,144,155</b>	<b>4,459,853</b>	<b>909,853</b>



Town of Northlake  
**DEBT SERVICE**

Fund: 160	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Revised Budget	FY 2019 Proposed Budget
<b>BEGINNING FUND BALANCE:</b>	34,765	249,740	126,530	126,530	126,530	720,093
<b>REVENUES:</b>						
Taxes / Fees & Fines	260,514	408,634	556,937	599,282	600,000	779,292
Permits and Registrations	-	-	-	-	-	-
Franchise Fees	-	-	-	-	-	-
Building Permits	-	-	-	-	-	-
Development	-	-	-	-	-	-
Transfers	200,000	50,000	-	37,500	50,000	50,000
Bond Proceeds	-	8,380,000	-	-	-	-
Other Revenue:	66	216,558	500	1,851	500	1,200
<b>TOTAL REVENUE:</b>	<b>460,580</b>	<b>9,055,192</b>	<b>557,437</b>	<b>638,633</b>	<b>650,500</b>	<b>830,492</b>
<b>EXPENDITURES:</b>						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Services	300	-	2,241	2,988	2,241	2,241
Capital Outlay	-	-	-	-	-	-
Transfers	-	6,990,000	-	-	-	-
Debt Service	245,304	2,188,403	554,696	69,859	554,696	527,013
<b>TOTAL EXPENDITURES:</b>	<b>245,604</b>	<b>9,178,403</b>	<b>556,937</b>	<b>72,846</b>	<b>556,937</b>	<b>529,254</b>
<b>REV OVER/(UNDER) EXP</b>	214,976	(123,210)	500	565,787	93,563	301,239
<b>ENDING FUND BALANCE</b>	<b>249,740</b>	<b>126,530</b>	<b>127,030</b>	<b>692,317</b>	<b>220,093</b>	<b>1,021,332</b>
<b>Budget Requests</b>						
Transfer from General Fund					500,000	
North & South Elevated Water Storage Debt Service						801,780
<b>Total Budget Requests</b>					<b>500,000</b>	<b>801,780</b>
<b>REVISED REV OVER/(UNDER) EXP</b>					593,563	(500,542)
<b>REVISED ENDING FUND BAL</b>					<b>720,093</b>	<b>219,552</b>



Town of Northlake  
**COURT SECURITY SPECIAL REVENUE**

Fund: 120	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Revised Budget	FY 2019 Proposed Budget
<b>BEGINNING FUND BALANCE:</b>	85,266	94,340	99,558	99,558	99,558	62,758
<b>REVENUES:</b>						
Court Technology	-	-	-	-	-	-
Court Security	11,845	11,324	12,000	7,518	12,000	12,000
Seatbelt Fees	-	-	-	-	-	-
Child Safety	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Interest	167	963	200	1,981	200	200
Other Revenue:	-	-	-	-	-	-
<b>TOTAL REVENUE:</b>	<b>12,012</b>	<b>12,287</b>	<b>12,200</b>	<b>9,499</b>	<b>12,200</b>	<b>12,200</b>
<b>EXPENDITURES:</b>						
Payroll & Benefits	99	1,098	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Services	2,838	5,971	9,000	4,664	9,000	9,000
Capital Outlay	-	-	-	-	40,000	-
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENDITURES:</b>	<b>2,937</b>	<b>7,069</b>	<b>9,000</b>	<b>4,664</b>	<b>49,000</b>	<b>9,000</b>
<b>REV OVER/(UNDER) EXP</b>	<b>9,075</b>	<b>5,218</b>	<b>3,200</b>	<b>4,835</b>	<b>(36,800)</b>	<b>3,200</b>
Changes to Fund Balance	-	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>94,340</b>	<b>99,558</b>	<b>102,758</b>	<b>104,393</b>	<b>62,758</b>	<b>65,958</b>



Town of Northlake  
**COURT TECHNOLOGY SPECIAL REVENUE**

Fund: 121	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Revised Budget	FY 2019 Proposed Budget
<b>BEGINNING FUND BALANCE:</b>	3,417	13,433	(2,651)	(2,651)	(2,651)	8,920
<b>REVENUES:</b>						
Court Technology	15,785	15,094	16,000	10,019	16,000	16,000
Court Security	-	-	-	-	-	-
Seatbelt Fees	-	-	-	-	-	-
Child Safety	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Interest	-	781	-	1,841	-	-
Other Revenue:	-	-	-	-	-	-
<b>TOTAL REVENUE:</b>	<b>15,785</b>	<b>15,876</b>	<b>16,000</b>	<b>11,860</b>	<b>16,000</b>	<b>16,000</b>
<b>EXPENDITURES:</b>						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	4,325	5,885	-	-	-
Utilities	2,159	1,943	3,000	-	-	-
Services	3,609	16,035	5,000	1,429	4,429	-
Capital Outlay	-	9,657	-	-	-	5,000
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENDITURES:</b>	<b>5,769</b>	<b>31,960</b>	<b>13,885</b>	<b>1,429</b>	<b>4,429</b>	<b>5,000</b>
<b>REV OVER/(UNDER) EXP</b>	<b>10,016</b>	<b>(16,084)</b>	<b>2,115</b>	<b>10,431</b>	<b>11,571</b>	<b>11,000</b>
Changes to Fund Balance	-	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>13,433</b>	<b>(2,651)</b>	<b>(536)</b>	<b>7,780</b>	<b>8,920</b>	<b>19,920</b>



Town of Northlake  
**POLICE SPECIAL TRAINING**

Fund: 151	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Revised Budget	FY 2019 Proposed Budget
<b>BEGINNING FUND BALANCE:</b>	-	416	416	416	416	473
<b>REVENUES:</b>						
Interest	-	-	-	-	-	-
Seatbelt Fees	-	-	-	-	-	-
Seized Monies & Goods	-	-	-	-	-	-
State Training	416	-	-	1,377	1,377	1,400
Child Safety	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Other Revenue:	-	-	-	-	-	-
<b>TOTAL REVENUE:</b>	<b>416</b>	<b>-</b>	<b>-</b>	<b>1,377</b>	<b>1,377</b>	<b>1,400</b>
<b>EXPENDITURES:</b>						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Services	-	-	-	1,320	1,320	1,400
Capital Outlay	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENDITURES:</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,320</b>	<b>1,320</b>	<b>1,400</b>
<b>REV OVER/(UNDER) EXP</b>	<b>416</b>	<b>-</b>	<b>-</b>	<b>57</b>	<b>57</b>	<b>-</b>
Changes to Fund Balance	-	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>416</b>	<b>416</b>	<b>416</b>	<b>473</b>	<b>473</b>	<b>473</b>



Town of Northlake  
**CHILD SAFETY SPECIAL REVENUE**

Fund: 152	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Revised Budget	FY 2019 Proposed Budget
<b>BEGINNING FUND BALANCE:</b>	86,060	90,417	92,989	92,989	92,989	95,589
<b>REVENUES:</b>						
Court Technology	-	-	-	-	-	-
Court Security	-	-	-	-	-	-
Seatbelt Fees	5,830	3,845	15,000	2,055	3,000	3,000
Seized Monies & Goods	-	-	-	-	-	-
State Training	-	-	-	-	-	-
Child Safety	1,773	2,100	1,000	1,438	2,000	2,000
Transfers	-	-	-	-	-	-
Interest	139	939	100	1,916	100	2,100
Other Revenue:	-	-	-	-	-	-
<b>TOTAL REVENUE:</b>	<b>7,742</b>	<b>6,884</b>	<b>16,100</b>	<b>5,409</b>	<b>5,100</b>	<b>7,100</b>
<b>EXPENDITURES:</b>						
Payroll & Benefits	-	-	-	-	-	-
Supplies	3,385	2,812	3,250	410	500	1,000
Maintenance	-	1,500	1,500	1,500	1,500	1,500
Utilities	-	-	-	-	-	-
Services	-	-	1,500	-	500	1,000
Capital Outlay	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENDITURES:</b>	<b>3,385</b>	<b>4,312</b>	<b>6,250</b>	<b>1,910</b>	<b>2,500</b>	<b>3,500</b>
<b>REV OVER/(UNDER) EXP</b>	<b>4,357</b>	<b>2,572</b>	<b>9,850</b>	<b>3,498</b>	<b>2,600</b>	<b>3,600</b>
Changes to Fund Balance	-	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>90,417</b>	<b>92,989</b>	<b>102,839</b>	<b>96,487</b>	<b>95,589</b>	<b>99,189</b>

**Budget Requests**

Children At Play Traffic Sign 5,000

**Total Budget Requests** 5,000

**REVISED REV OVER/(UNDER) EXP** (1,400)

**REVISED ENDING FUND BAL** 97,789



Town of Northlake  
**COURT ONLINE ACCESS FEES**

Fund: 153	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Revised Budget	FY 2019 Proposed Budget
<b>BEGINNING FUND BALANCE:</b>	-	46,232	56,668	-	40,947	41,507
<b>REVENUES:</b>						
Online Access Fees	21,013	19,646	18,000	8,758	18,000	18,000
Transfers	59,416	-	-	-	-	-
Interest Revenue	-	973	-	1,841	-	-
Other Revenue	-	-	-	-	-	-
<b>TOTAL REVENUE:</b>	<b>80,428</b>	<b>20,619</b>	<b>18,000</b>	<b>10,599</b>	<b>18,000</b>	<b>18,000</b>
<b>EXPENDITURES:</b>						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	1,680	1,680	-
Maintenance	-	-	-	5,922	5,000	5,000
Utilities	-	-	-	-	-	-
Services	34,197	10,182	11,600	7,055	13,300	11,500
Capital Outlay	-	-	3,240	-	3,240	-
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENDITURES:</b>	<b>34,197</b>	<b>10,182</b>	<b>14,840</b>	<b>14,657</b>	<b>23,220</b>	<b>16,500</b>
<b>REV OVER/(UNDER) EXP</b>	<b>46,232</b>	<b>10,437</b>	<b>3,160</b>	<b>(4,059)</b>	<b>(5,220)</b>	<b>1,500</b>
Changes to Fund Balance	-	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>46,232</b>	<b>56,668</b>	<b>59,828</b>	<b>40,947</b>	<b>44,747</b>	<b>48,547</b>



Town of Northlake  
**HOTEL OCCUPANCY TAX**

Fund: 110	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Revised Budget	FY 2019 Proposed Budget
<b>BEGINNING FUND BALANCE:</b>	1,029,865	1,258,552	1,484,307	1,484,307	1,484,307	1,703,537
<b>REVENUES:</b>						
Taxes / Fees & Fines	257,813	267,965	300,000	303,017	300,000	300,000
Permits and Registrations	-	-	-	-	-	-
Franchise Fees	-	-	-	-	-	-
Building Permits	-	-	-	-	-	-
Development	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Other Revenue:	21,535	17,407	10,805	2,724	10,805	10,805
<b>TOTAL REVENUE:</b>	<b>279,348</b>	<b>285,372</b>	<b>310,805</b>	<b>305,742</b>	<b>310,805</b>	<b>310,805</b>
<b>EXPENDITURES:</b>						
Payroll & Benefits	27,911	34,336	33,675	34,360	33,675	48,529
Supplies	-	-	-	49	-	-
Maintenance	-	65	-	77	-	-
Utilities	167	-	-	-	-	-
Services	22,583	24,795	55,600	16,453	55,600	55,600
Capital Outlay	-	-	-	-	-	-
Transfers	1,690	1,739	1,800	1,725	2,300	3,235
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENDITURES:</b>	<b>52,351</b>	<b>60,936</b>	<b>91,075</b>	<b>52,664</b>	<b>91,575</b>	<b>107,364</b>
<b>REV OVER/(UNDER) EXP</b>	<b>226,996</b>	<b>224,437</b>	<b>219,730</b>	<b>253,078</b>	<b>219,230</b>	<b>203,441</b>
<b>ENDING FUND BALANCE</b>	<b>1,256,862</b>	<b>1,482,988</b>	<b>1,704,037</b>	<b>1,737,386</b>	<b>1,703,537</b>	<b>1,906,978</b>

**Budget Requests**

Salary Adjustment	3,104
<b>Total Budget Requests</b>	<b>3,104</b>

**REVISED REV OVER/(UNDER) EXP** 200,337

**REVISED ENDING FUND BAL - UNASSIGNED** 1,903,874



Town of Northlake  
**ECONOMIC DEVELOPMENT CORPORATION**

Fund: 130	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019
	Actual	Actual	Original	Actual	Revised	Proposed
			Budget	As of 06/30	Budget	Budget
<b>BEGINNING FUND BALANCE:</b>	592,373	595,579	612,391	612,391	612,391	526,016
<b>REVENUES:</b>						
Taxes / Fees & Fines	339,824	311,471	240,000	223,534	300,000	300,000
Permits and Registrations	-	-	-	-	-	-
Franchise Fees	-	-	-	-	-	-
Building Permits	-	-	-	-	-	-
Development	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Other Revenue:	15,908	23,048	22,650	22,041	22,650	22,650
<b>TOTAL REVENUE:</b>	<b>355,732</b>	<b>334,519</b>	<b>262,650</b>	<b>245,574</b>	<b>322,650</b>	<b>322,650</b>
<b>EXPENDITURES:</b>						
Payroll & Benefits	29,540	26,554	33,025	24,832	33,025	35,779
Supplies	2,934	465	1,700	679	1,700	1,700
Maintenance	2,100	1,765	2,250	774	2,250	2,250
Utilities	78	-	-	-	-	-
Services	41,183	28,484	39,250	34,208	59,250	64,750
Incentives	250,000	233,700	125,500	195,004	270,500	370,000
Capital Outlay	-	-	-	-	-	-
Transfers	26,690	26,739	26,800	20,475	27,300	33,235
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENDITURES:</b>	<b>352,526</b>	<b>317,707</b>	<b>228,525</b>	<b>275,972</b>	<b>394,025</b>	<b>507,714</b>
<b>REV OVER/(UNDER) EXP</b>	<b>3,206</b>	<b>16,812</b>	<b>34,125</b>	<b>(30,397)</b>	<b>(71,375)</b>	<b>(185,064)</b>
<b>ENDING FUND BALANCE</b>	<b>595,579</b>	<b>612,391</b>	<b>646,516</b>	<b>581,993</b>	<b>541,016</b>	<b>340,952</b>
<b>Budget Requests</b>						
Sam Lee Driveway Relocation					15,000	
Amano Bistro Pioneer Grant						50,000
Burgerim Pioneer Grant						12,500
Salary Adjustment						3,104
<b>Total Budget Requests</b>					<b>15,000</b>	<b>65,604</b>
<b>REVISED REV OVER/(UNDER) EXP</b>					<b>(86,375)</b>	<b>(250,668)</b>
<b>REVISED ENDING FUND BAL</b>					<b>526,016</b>	<b>275,348</b>



**COMMUNITY DEVELOPMENT CORPORATION**

Fund: 131	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Revised Budget	FY 2019 Proposed Budget
<b>BEGINNING FUND BALANCE:</b>	571,429	575,332	592,138	592,138	592,138	505,763
<b>REVENUES:</b>						
Taxes / Fees & Fines	339,824	311,471	240,000	223,534	300,000	300,000
Permits and Registrations	-	-	-	-	-	-
Franchise Fees	-	-	-	-	-	-
Building Permits	-	-	-	-	-	-
Development	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Other Revenue:	15,859	23,021	22,650	22,033	22,650	22,650
<b>TOTAL REVENUE:</b>	<b>355,683</b>	<b>334,492</b>	<b>262,650</b>	<b>245,567</b>	<b>322,650</b>	<b>322,650</b>
<b>EXPENDITURES:</b>						
Payroll & Benefits	29,390	26,554	33,025	24,782	33,025	35,479
Supplies	2,934	488	1,700	679	1,700	1,700
Maintenance	2,100	1,765	2,250	774	2,250	2,250
Utilities	64	-	-	-	-	-
Services	40,600	28,439	39,250	35,487	59,250	64,750
Incentives	250,000	233,700	125,500	195,004	270,500	370,000
Capital Outlay	-	-	-	-	-	-
Transfers	26,691	26,739	26,800	20,475	27,300	33,235
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENDITURES:</b>	<b>351,780</b>	<b>317,685</b>	<b>228,525</b>	<b>277,202</b>	<b>394,025</b>	<b>507,414</b>
<b>REV OVER/(UNDER) EXP</b>	<b>3,903</b>	<b>16,807</b>	<b>34,125</b>	<b>(31,635)</b>	<b>(71,375)</b>	<b>(184,764)</b>
<b>ENDING FUND BALANCE</b>	<b>575,332</b>	<b>592,138</b>	<b>626,263</b>	<b>560,504</b>	<b>520,763</b>	<b>320,999</b>
<b>Budget Requests</b>						
Sam Lee Driveway Relocation					15,000	
Amano Bistro Pioneer Grant						50,000
Burgerim Pioneer Grant						12,500
Salary Adjustment						3,104
<b>Total Budget Requests</b>					<b>15,000</b>	<b>65,604</b>
<b>REVISED REV OVER/(UNDER) EXP</b>					<b>(86,375)</b>	<b>(250,368)</b>
<b>REVISED ENDING FUND BAL</b>					<b>505,763</b>	<b>255,395</b>



Town of Northlake  
**WATER & WASTEWATER**

Fund: 200	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Revised Budget	FY 2019 Proposed Budget
<b>BEGINNING FUND BALANCE:</b>	2,227,459	2,653,339	2,840,035	2,840,035	2,840,035	3,178,307
<b>REVENUES:</b>						
Water Sales	1,216,909	1,564,207	2,000,000	1,342,183	2,000,000	2,750,000
Water Fees	166,850	203,250	250,250	188,030	250,250	250,250
Sewer Sales	680,368	917,177	1,200,000	783,844	1,200,000	1,500,000
Sewer Fees	6,350	21,100	20,000	19,100	20,000	20,000
Other Revenue:	81,855	86,946	10,650	89,112	88,050	75,050
<b>TOTAL REVENUES:</b>	<b>2,152,332</b>	<b>2,792,680</b>	<b>3,480,900</b>	<b>2,422,269</b>	<b>3,558,300</b>	<b>4,595,300</b>
<b>EXPENSES:</b>						
Payroll & Benefits	244,699	331,210	444,528	278,124	456,478	438,037
Supplies	26,783	38,546	105,795	23,217	65,795	51,250
Maintenance	104,721	107,506	136,300	69,132	111,300	105,800
Wholesale Water	722,044	881,097	1,000,000	656,908	1,200,000	1,500,000
Sewer Treatment	228,325	732,937	1,000,000	439,255	800,000	1,000,000
Utilities	36,092	35,001	46,620	21,096	46,620	46,620
Services	191,908	182,426	92,235	70,838	101,735	77,650
Capital Outlay	-	-	210,000	119,875	184,000	184,000
Transfers	171,629	297,262	299,100	228,075	254,100	372,615
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENSES:</b>	<b>1,726,201</b>	<b>2,605,985</b>	<b>3,334,578</b>	<b>1,906,519</b>	<b>3,220,028</b>	<b>3,775,972</b>
<b>REV OVER/(UNDER) EXP</b>	<b>426,131</b>	<b>186,695</b>	<b>146,322</b>	<b>515,750</b>	<b>338,272</b>	<b>819,328</b>
<b>ENDING FUND BALANCE</b>	<b>2,653,589</b>	<b>2,840,035</b>	<b>2,986,357</b>	<b>3,355,784</b>	<b>3,178,307</b>	<b>3,997,635</b>
Less: Net Capital Assets	(2,477,506)	(2,609,785)	(2,609,785)	(2,609,785)	(2,609,785)	(2,609,785)
Less: Customer Deposits	(211,510)	(306,985)	(424,497)	(424,497)	(424,497)	(424,497)
Changes to Fund Balance	-	-	-	-	-	-
<b>UNRESTRICTED FUND BALANCE</b>	<b>(35,427)</b>	<b>(76,735)</b>	<b>(47,925)</b>	<b>321,503</b>	<b>144,025</b>	<b>963,353</b>

**Budget Requests**

Accountant	18,841
Public Works Maintenance Worker	54,200
Public Works Dump Truck & Trailer Fuel & Maintenance	1,750
Sewer System Evaluation & Repair	244,100
Salary Adjustments	16,630

**Total Budget Requests** **335,521**

**REVISED REV OVER/(UNDER) EXP** **483,807**

**REVISED ENDING UNRESTRICTED FUND BAL** **627,832**



Town of Northlake  
**WATER IMPACT FEES - NORTH**

Fund: 202	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Revised Budget	FY 2019 Proposed Budget
<b>BEGINNING FUND BALANCE:</b>	(25,964)	8,402	279,528	279,528	279,528	176,218
<b>REVENUES:</b>						
Water Impact Fees	60,504	307,575	250,000	269,084	250,000	250,000
Sewer Impact Fees	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Other Revenue:	-	17,278	1,700	15,132	1,700	1,700
<b>TOTAL REVENUE:</b>	<b>60,504</b>	<b>324,853</b>	<b>251,700</b>	<b>284,216</b>	<b>251,700</b>	<b>251,700</b>
<b>EXPENSES:</b>						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Services	4,299	38,535	600,000	13,824	50,000	200,000
Capital Outlay	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Debt Service	21,838	15,192	305,010	(819)	305,010	-
<b>TOTAL EXPENSES:</b>	<b>26,137</b>	<b>53,727</b>	<b>905,010</b>	<b>13,005</b>	<b>355,010</b>	<b>200,000</b>
<b>REV OVER/(UNDER) EXP</b>	<b>34,367</b>	<b>271,125</b>	<b>(653,310)</b>	<b>271,211</b>	<b>(103,310)</b>	<b>51,700</b>
<b>ENDING FUND BALANCE</b>	<b>8,402</b>	<b>279,528</b>	<b>(373,782)</b>	<b>550,739</b>	<b>176,218</b>	<b>227,918</b>
Less: Net Capital Assets	(632,125)	(625,213)	(625,213)	(625,213)	(625,213)	(625,213)
Less: Future Impact Fees	(13,444)	(13,444)	(13,444)	(13,444)	(13,444)	(13,444)
Changes to Fund Balance	-	-	-	-	-	-
<b>UNRESTRICTED FUND BALANCE</b>	<b>(637,167)</b>	<b>(359,129)</b>	<b>(1,012,439)</b>	<b>(87,918)</b>	<b>(462,439)</b>	<b>(410,739)</b>



Town of Northlake  
**WATER IMPACT FEES - SOUTH**

Fund: 204	<b>FY 2016</b>	<b>FY 2017</b>	<b>FY 2018</b>	<b>FY 2018</b>	<b>FY 2018</b>	<b>FY 2019</b>
	<b>Actual</b>	<b>Actual</b>	<b>Original</b>	<b>Actual</b>	<b>Revised</b>	<b>Proposed</b>
			<b>Budget</b>	<b>As of 06/30</b>	<b>Budget</b>	<b>Budget</b>
<b>BEGINNING FUND BALANCE:</b>	590,101	1,022,565	1,170,004	1,170,004	1,170,004	1,459,704
<b>REVENUES:</b>						
Water Impact Fees	391,488	160,946	400,000	263,764	400,000	200,000
Sewer Impact Fees	40,976	40,975	88,000	29,888	88,000	50,000
Transfers	-	-	-	-	-	-
Other Revenue:	-	1,174	1,700	1,856	1,700	1,700
<b>TOTAL REVENUE:</b>	<b>432,464</b>	<b>203,095</b>	<b>489,700</b>	<b>295,508</b>	<b>489,700</b>	<b>251,700</b>
<b>EXPENSES:</b>						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Services	-	55,656	600,000	40,754	200,000	512,000
Capital Outlay	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENSES:</b>	<b>-</b>	<b>55,656</b>	<b>600,000</b>	<b>40,754</b>	<b>200,000</b>	<b>512,000</b>
<b>REV OVER/(UNDER) EXP</b>	<b>432,464</b>	<b>147,439</b>	<b>(110,300)</b>	<b>254,753</b>	<b>289,700</b>	<b>(260,300)</b>
<b>ENDING FUND BALANCE</b>	<b>1,022,565</b>	<b>1,170,004</b>	<b>1,059,704</b>	<b>1,424,757</b>	<b>1,459,704</b>	<b>1,199,404</b>
Less: Net Capital Assets	-	-	-	-	-	-
Less: Future Impact Fees	-	-	-	-	-	-
Changes to Fund Balance	-	-	-	-	-	-
<b>UNRESTRICTED FUND BALANCE</b>	<b>1,022,565</b>	<b>1,170,004</b>	<b>1,059,704</b>	<b>1,424,757</b>	<b>1,459,704</b>	<b>1,199,404</b>



Town of Northlake  
**WATER CAPITAL PROJECTS**

Fund: 203	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019
	Actual	Actual	Original	Actual	Revised	Proposed
			Budget	As of 06/30	Budget	Budget
<b>BEGINNING FUND BALANCE:</b>	764,864	731,964	693,813	693,813	693,813	667,932
<b>REVENUES:</b>						
Water Sales	-	-	-	-	-	-
Water Fees	-	-	-	-	-	-
Sewer Sales	-	-	-	-	-	-
Sewer Fees	-	-	-	-	-	-
Cost Recovery Fees	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Other Revenue:	5,932	13,504	-	17,998	-	-
<b>TOTAL REVENUE:</b>	<b>5,932</b>	<b>13,504</b>	<b>-</b>	<b>17,998</b>	<b>-</b>	<b>-</b>
<b>EXPENSES:</b>						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Services	26,116	40,776	-	175	-	5,300
Capital Outlay	-	-	-	-	-	10,000,000
Transfers	-	-	30,881	-	(0)	-
Lease Purchase Debt Service	12,717	10,879	-	3,873	25,881	30,581
<b>TOTAL EXPENSES:</b>	<b>38,832</b>	<b>51,655</b>	<b>30,881</b>	<b>4,048</b>	<b>25,881</b>	<b>10,035,881</b>
<b>REV OVER/(UNDER) EXP</b>	<b>(32,900)</b>	<b>(38,151)</b>	<b>(30,881)</b>	<b>13,950</b>	<b>(25,881)</b>	<b>(10,035,881)</b>
<b>ENDING FUND BALANCE</b>	<b>731,964</b>	<b>693,813</b>	<b>662,932</b>	<b>707,763</b>	<b>667,932</b>	<b>(9,367,949)</b>
Less: Net Capital Assets	(1,063,529)	(1,023,427)	(1,023,427)	(1,023,427)	(1,023,427)	(1,023,427)
Changes to Fund Balance	-	-	-	-	-	-
<b>UNRESTRICTED FUND BALANCE</b>	<b>(331,565)</b>	<b>(329,615)</b>	<b>(360,496)</b>	<b>(315,664)</b>	<b>(355,495)</b>	<b>(10,391,376)</b>
<b>Budget Requests:</b>						
Water Towers Bond Proceeds						10,000,000
<b>Total Budget Requests</b>						<b>10,000,000</b>
<b>REVISED REV OVER/(UNDER) EXP</b>						<b>(35,881)</b>
<b>REVISED ENDING UNRESTRICTED FUND BAL</b>						<b>(391,376)</b>



Town of Northlake  
**TECHNOLOGY SERVICES FUND**

Fund:	504	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Revised Budget	FY 2019 Proposed Budget
<b>BEGINNING FUND BALANCE</b>		-	-	89,719	89,719	89,719	36,019
<b>REVENUES:</b>							
Mayor & Council		-	-	500	4,875	6,500	6,500
Administration-GF		-	100,000	9,000	9,000	12,000	12,000
Town Secretary		-	-	4,000	3,750	5,000	5,000
Municipal Courts		-	-	12,000	12,000	16,000	16,000
Development		-	-	5,000	4,875	6,500	6,500
Police		-	-	36,000	35,250	47,000	47,000
Public Works		-	-	10,000	9,750	13,000	13,000
Administration-HOT		-	-	1,000	1,125	1,500	1,500
Adminstration-EDC		-	-	1,000	1,125	1,500	1,500
Administration-CDC		-	-	1,000	1,125	1,500	1,500
Administration-WS Fund		-	-	3,000	3,000	4,000	4,000
Utility Department		-	-	11,000	11,250	15,000	15,000
Interest Revenue		-	-	-	-	-	-
<b>TOTAL REVENUE:</b>		-	100,000	93,500	97,125	129,500	129,500
<b>EXPENSES:</b>							
Payroll & Benefits		-	-	-	-	-	-
Supplies		-	-	-	-	-	-
Maintenance		-	428	1,450	4,743	1,450	16,000
Utilities		-	-	16,000	8,553	15,500	31,000
Services		-	9,853	100,000	78,332	100,000	111,000
Capital Outlay		-	-	66,250	23,167	66,250	-
Transfers		-	-	-	-	-	-
Lease Purchase Debt Service		-	-	-	-	-	-
<b>TOTAL EXPENSES:</b>		-	10,281	183,700	114,794	183,200	158,000
<b>REV OVER/(UNDER) EXP</b>		-	89,719	(90,200)	(17,669)	(53,700)	(28,500)
<b>ENDING FUND BALANCE</b>		-	89,719	(481)	72,049	36,019	7,519
Less: Net Capital Assets		-	-	-	-	-	-
Less: Customer Deposits		-	-	-	-	-	-
Changes to Fund Balance		-	-	-	-	-	-
<b>UNRESTRICTED FUND BALANCE</b>		-	89,719	(481)	72,049	36,019	7,519



Town of Northlake  
**EQUIPMENT SERVICES FUND**

Fund: 505	FY 2016	FY 2017	FY 2018 Original	FY 2018 Actual	FY 2018 Revised	FY 2019 Proposed
	Actual	Actual	Budget	As of 06/30	Budget	Budget
<b>BEGINNING FUND BALANCE:</b>	335,090	370,929	778,413	778,413	778,413	741,913
<b>REVENUES:</b>						
Equip. Service Revenue-PD	69,750	110,000	110,000	82,500	110,000	110,000
Equip. Service Revenue-PW	25,000	25,000	25,000	18,750	25,000	25,000
Equip. Service Revenue-Utilities	25,000	125,000	75,000	56,250	75,000	75,000
Equip. Service Revenue-Dev	-	-	12,000	9,000	12,000	12,000
Sale of Equipment Proceeds	-	-	11,000	2,683	11,000	11,000
Transfers from GF	12,500	-	-	-	-	-
Transfer from Debt Fund	-	305,000	-	-	-	-
Transfers from UF	-	-	-	-	-	-
Bond Proceeds	-	-	-	-	-	-
Insurance Proceeds	-	49,677	-	32,878	-	-
Other Revenue	363	9,067	500	1,905	500	500
<b>TOTAL REVENUE:</b>	<b>132,613</b>	<b>623,745</b>	<b>233,500</b>	<b>203,966</b>	<b>233,500</b>	<b>233,500</b>
<b>EXPENSES:</b>						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	3,388	44,818	2,000	35,831	42,000	7,000
Utilities	-	-	-	-	-	-
Services	93,386	171,443	-	-	-	-
Capital Outlay	-	-	223,000	208,434	223,000	-
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	5,000	-	5,000	-
<b>TOTAL EXPENSES:</b>	<b>96,774</b>	<b>216,260</b>	<b>230,000</b>	<b>244,265</b>	<b>270,000</b>	<b>7,000</b>
<b>REV OVER/(UNDER) EXP</b>	<b>35,839</b>	<b>407,484</b>	<b>3,500</b>	<b>(40,299)</b>	<b>(36,500)</b>	<b>226,500</b>
<b>ENDING FUND BALANCE</b>	<b>370,929</b>	<b>778,413</b>	<b>781,913</b>	<b>738,114</b>	<b>741,913</b>	<b>968,413</b>
Less: Net Capital Assets	(322,581)	(667,552)	(667,552)	(667,552)	(667,552)	(667,552)
Less: Customer Deposits	-	-	-	-	-	-
Changes to Fund Balance	-	-	-	-	-	-
<b>UNRESTRICTED FUND BALANCE</b>	<b>48,348</b>	<b>110,861</b>	<b>114,361</b>	<b>70,562</b>	<b>74,361</b>	<b>300,861</b>
<b>Budget Requests:</b>						
2 Police Vehicles						110,000
Pubic Works Dump Truck						130,000
Public Works Trailer						27,000
<b>Total Budget Requests</b>						<b>267,000</b>
<b>REVISED REV OVER/(UNDER) EXP</b>						<b>(40,500)</b>
<b>REVISED ENDING UNRESTRICTED FUND BAL</b>						<b>33,861</b>



Town of Northlake  
**BUILDING SERVICES FUND**

Fund: 506	FY 2016	FY 2017	FY 2018	FY 2018	FY 2018	FY 2019
	Actual	Actual	Original Budget	Actual As of 06/30	Revised Budget	Proposed Budget
<b>BEGINNING FUND BALANCE:</b>	-	264,839	589,702	589,702	589,702	158,412
<b>REVENUES:</b>						
Mayor & Council	-	825	400	300	400	13,890
Administration-GF	14,546	16,000	7,000	5,250	7,000	17,360
Town Secretary	6,325	6,958	3,100	2,325	3,100	6,945
Municipal Courts	18,973	20,870	9,200	6,900	9,200	20,830
Development	7,905	8,696	3,800	2,850	3,800	8,680
Police	56,919	62,611	27,400	20,550	27,400	97,225
Public Works	15,811	17,392	7,600	5,700	7,600	31,250
Administration-HOT	1,581	1,739	800	600	800	1,735
Administration-EDC	1,581	1,739	800	600	800	1,735
Administration-CDC	1,581	1,739	800	600	800	1,735
Administration-WS Fund	4,427	4,870	2,200	1,650	2,200	10,420
Utility Department	15,811	17,392	7,900	5,925	7,900	38,195
Maintenance Reserve	260,001	250,000	-	-	-	-
Interest Income	-	1,159	-	1,856	-	-
Insurance Proceeds	-	43,812	-	3,025	-	-
<b>TOTAL REVENUE:</b>	<b>405,461</b>	<b>455,803</b>	<b>71,000</b>	<b>58,130</b>	<b>71,000</b>	<b>250,000</b>
<b>EXPENSES:</b>						
Payroll & Benefits	-	-	-	-	-	-
Building Lease	21,860	21,684	21,660	16,879	21,660	146,660
Supplies	3,331	2,304	3,100	3,579	3,100	3,100
Maintenance	6,446	5,562	8,000	12,909	8,000	8,000
Utilities	24,730	24,473	30,500	9,145	15,000	15,000
Services	84,255	76,916	7,200	11,136	7,200	84,552
Capital Outlay	-	-	475,000	87,809	547,330	-
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENSES:</b>	<b>140,622</b>	<b>130,939</b>	<b>545,460</b>	<b>141,458</b>	<b>602,290</b>	<b>257,312</b>
<b>REV OVER/(UNDER) EXP</b>	<b>264,839</b>	<b>324,863</b>	<b>(474,460)</b>	<b>(83,328)</b>	<b>(531,290)</b>	<b>(7,312)</b>
<b>ENDING FUND BALANCE</b>	<b>264,839</b>	<b>589,702</b>	<b>115,242</b>	<b>506,375</b>	<b>58,412</b>	<b>151,100</b>
Less: Net Capital Assets	(27,190)	(24,071)	(24,071)	(24,071)	(24,071)	(24,071)
Changes to Fund Balance	-	-	-	-	-	-
<b>UNRESTRICTED FUND BALANCE</b>	<b>237,649</b>	<b>565,631</b>	<b>91,171</b>	<b>482,304</b>	<b>34,341</b>	<b>127,029</b>

**Budget Requests:**

General Fund transfer for Town Commons audio visual 100,000

**Total Budget Requests**

**100,000** -

**REVISED REV OVER/(UNDER) EXP**

(431,290) (7,312)

**REVISED ENDING UNRESTRICTED FUND BAL**

**134,341** **127,029**



Town of Northlake  
**NORTH LAKE PID#1 - HARVEST COMMUNITY**

Fund: 401	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Revised Budget	FY 2019 Proposed Budget
<b>BEGINNING FUND BALANCE:</b>	-	(5,607)	758	758	758	758
<b>REVENUES:</b>						
Assessments	131,219	294,469	501,050	502,594	501,050	780,150
Transfers	-	-	-	-	-	-
Other Revenue:	-	-	-	2,059	-	-
<b>TOTAL REVENUE:</b>	<b>131,219</b>	<b>294,469</b>	<b>501,050</b>	<b>504,653</b>	<b>501,050</b>	<b>780,150</b>
<b>EXPENDITURES:</b>						
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Services	136,733	288,104	501,050	311,760	501,050	779,600
Transfers	-	-	-	-	-	-
<b>TOTAL EXPENDITURES:</b>	<b>136,733</b>	<b>288,104</b>	<b>501,050</b>	<b>311,760</b>	<b>501,050</b>	<b>779,600</b>
<b>REV OVER/(UNDER) EXP</b>	<b>(5,514)</b>	<b>6,365</b>	<b>-</b>	<b>192,893</b>	<b>-</b>	<b>550</b>
Changes to Fund Balance	-	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>(5,514)</b>	<b>758</b>	<b>758</b>	<b>193,651</b>	<b>758</b>	<b>1,308</b>



Town of Northlake  
**NORTHLAKE PID#2 - THE HIGHLANDS**

Fund: 402	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Revised Budget	FY 2019 Proposed Budget
<b>BEGINNING FUND BALANCE:</b>	3,103,098	1,379,116	118,594	118,594	118,594	143,994
<b>REVENUES:</b>						
Assessments	305,200	316,034	317,899	312,408	317,899	317,902
Transfers	-	-	-	-	-	-
Other Revenue	13,972	8,857	10,000	332	10,000	10,000
Other Financing Sources	-	-	-	-	-	-
<b>TOTAL REVENUE:</b>	<b>319,172</b>	<b>324,892</b>	<b>327,899</b>	<b>312,740</b>	<b>327,899</b>	<b>327,902</b>
<b>EXPENDITURES:</b>						
Supplies	-	-	-	-	-	-
Maintenance	-	-	10,824	21,436	10,824	11,041
Utilities	-	-	-	-	-	-
Services	1,745,835	1,309,538	13,150	4,543	13,150	13,150
Transfers	-	-	-	-	-	-
Bond Debt Service	297,320	275,875	278,525	32,918	278,525	280,125
<b>TOTAL EXPENDITURES:</b>	<b>2,043,155</b>	<b>1,585,413</b>	<b>302,499</b>	<b>58,896</b>	<b>302,499</b>	<b>304,316</b>
<b>REV OVER/(UNDER) EXP</b>	<b>(1,723,982)</b>	<b>(1,260,521)</b>	<b>25,400</b>	<b>253,844</b>	<b>25,400</b>	<b>23,586</b>
Changes to Fund Balance	-	-	-	-	-	-
<b>ENDING FUND BALANCE</b>	<b>1,379,116</b>	<b>118,594</b>	<b>143,994</b>	<b>372,438</b>	<b>143,994</b>	<b>167,580</b>



Town of Northlake  
**TAX INCREMENT REINVESTMENT ZONE #1**

Fund: 451	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Revised Budget	FY 2019 Proposed Budget
<b>BEGINNING FUND BALANCE:</b>	-	(1,385)	5,197	5,197	5,197	5,197
<b>REVENUES:</b>						
Ad Valorem Taxes	-	36,896	73,451	73,451	73,451	127,027
Transfers	-	-	-	-	-	-
Other Revenue	-	-	-	-	-	-
<b>TOTAL REVENUE:</b>	-	36,896	73,451	73,451	73,451	127,027
<b>EXPENSES:</b>						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	43,451	-	43,451	97,027
Utilities	-	-	-	-	-	-
Services	1,385	30,314	30,000	4,591	30,000	30,000
Capital Outlay	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENSES:</b>	1,385	30,314	73,451	4,591	73,451	127,027
<b>REV OVER/(UNDER) EXP</b>	(1,385)	6,582	0	68,860	0	-
<b>ENDING FUND BALANCE</b>	(1,385)	5,197	5,197	74,056	5,197	5,197

## **FY 2017/2018 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 and 191 in 2017. 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 being 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 was transferred to Building Services Fund. In addition, a transfer of \$50,000 from the General Fund to the new Information Technology Fund in FY 2018 to provide funding for networking in the new space. For FY 2018 Revised Budget another \$100,000 is proposed to be transferred to the Building Fund for enhanced council voting system and chamber recording system. The recording system will allow the court to become a court of record if council so chooses. Finally, \$40,000 of the improvements will be expended from the Court Security Fund to provide personal security enhancements such as bullet-proof glass, doors and walls. These funds totaling \$665,000 will provide sufficient monies for the project.

### **Debt Service Principal Paydown**

A transfer of \$500,000 is scheduled in the fiscal year 2017-2018 revised budget from the General Fund to the Debt Service Fund for a planned paydown of interest. The Town is proposing to issue \$12,000,000 in certificates of obligation for water system improvements. The paydown of principal will reduce the amount of outstanding debt and save the Town in future interest.

## **FY 2018/2019 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 of Northlake, Creek Meadow, Prairie View Farms and Stardust Ranch have completed their Phase 1 infrastructure with The Ridge at Northlake 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 Town 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.

### **Maintenance Worker – Public Works**

Public Works now has staffing of two independent work crews each with a crew leader, equipment operator and maintenance worker. In addition, the recently added infrastructure inspector dedicates one position, one voice to represent the Town and ensure the Town's requirements are met by private developers building public infrastructure. Another area of continued need for Public Works is the oversight and maintenance of the Town's water system. With new water meter sets approaching 500 per year additional help is warranted. The utility technician works semi-autonomously monitoring, testing and maintaining the Town's water and sewer systems. An additional position needed by Public Works and warranted by the growth in Northlake water system is a maintenance worker to assist the utility technician. The maintenance worker position will work with the utility technician to set water meters, test and report water sampling and performed routine and preventive maintenance on the water system. The partial year funding for this position is \$54,200 and will be completely funded from the Utility Fund.

### **Sergeant – Police**

The current projected population of Northlake is 3,610. Approximately the same number of residents are in Harvest a neighborhood inside Northlake's extra-territorial jurisdiction for which Northlake provides police service. In addition, Northlake Police Department also provides service to Draper, Texas (formerly known as Corral City). As the Town and service area 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. Two new officers recently graduated of the Tarrant County College Police Academy, making them the fourth and fifth graduates of the program from Northlake, increasing the number of sworn peace officers from eleven to thirteen. The FY 2019 proposed budget will add another Sergeant; increasing their number from three to four. Having four Sergeants will allow for complete twenty-four-hour supervision. The sergeant position is projected to filled in 2019 with an anticipated expense of \$93,500 which includes salary, benefits and related costs.

### Planner – Development Services

The Development Director is responsible for intake, review and presentation of zoning cases, plats and other development submissions, in addition to economic development, marketing and website management. The Development Director has historically been a working department head; performing operational duties while also providing leadership and oversight for his department. As Northlake grows in both terms of residents and complexity, this department head will devote more time to management and less time to daily tasks. Larger more complicated zoning cases and long-range planning initiatives take up much of the available time of the director in addition to economic development and marketing efforts. The budget requests a new position, Planner, to assist Development Services and Finance, respectively, and provide much needed professional assistance to the department. The FY 2019 proposed budget for this position is \$66,495.

### Accountant – Finance

Similar to the Development Director, the Finance Director performs many operational duties while also providing direction and management of the Finance Department. The Finance Director is responsible for the accounting, auditing, budgeting and overall finances of the Town. The current staff of two accounting clerks helps with the processing of receivables, payables, payroll and benefits, and the setup of utility accounts. However, higher-level functions all fall on the director. The proposed accountant position will lessen the workload of the director, performing such accounting functions as monthly bank reconciliation, weekly check runs, and oversight of the clerks. In addition, the accountant will assist with audit and budget preparation providing the necessary research and documentation for these annual processes. The proposed accountant position will be funded 75% from General Fund with the remainder funded from Utility Fund, \$56,524 and \$18,841, respectively, for a total of first year costs of \$75,365.

### Employee Compensation and Benefits

In 2018, the council approved a salary and benefit survey and analysis. The study showed that Northlake salary ranges were 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 were increased 4%; and midpoint to maximum were increased 3%. This year's adjustments will be implemented differently than in years past. The proposed adjustments will not be across the board and will fall into three categories: adjustment to new minimums, adjustment to market position, and adjustment to overall market. The adjustments keep employee compensation competitive with other area municipalities but still below the market average. The proposed salary ranges put three positions below the minimum salary range, so their salaries will be increased to minimum. Seven other positions are well below their position in the labor market based on education, experience and tenure; these positions will be adjusted to put them more in line with market. Finally, the remaining positions will receive an increase ranging from 2.5% to 5% to remain competitive in terms of compensation. The total cost from all funds for the salary adjustments are \$127,593.

### 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 \$110,000. The equipment includes radar, emergency lights, heavy-duty bumper, and rugged laptop.

### Public Works Vehicles

In 2010, Public Works purchased a used single-rear-axle dump truck and heavy-duty trailer which was all the Town could afford at the time. The dump truck with a full load of materials could not pull the trailer with the necessary equipment causing crews to make multiple trips for even the simplest projects. Also, the trailer had an irreparable air-brake system. In the proposed budget, staff requests a new double-axle dump truck and a new heavy-duty trailer allowing for the hauling of materials, equipment and crew to the job-site in one trip. The existing dump truck will continue to be used in a supplemental role. The estimated cost for the dump truck is \$130,000 and trailer \$27,000.

### Sewer System Evaluation and Repair

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. Through these monitoring efforts, Public Works is requesting \$244,100 to hire a consultant to remote video identify sewer lines. Smaller repairs can be performed remotely while larger repairs will require excavation and replacement of failed lines.

### Construction of Water System Improvements in North and South Pressure Plains

The Northlake water system currently provides service to over 1,500 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. In the North, the Town will begin construction of a 1.25-million-gallon elevated storage and connecting 16-inch water transmission lines. Growth in residential is projected to continue for five to ten years. The latest probable cost estimate for these improvements in the North are \$3,600,000. These improvements will be the third phase in a multi-phased improvement according to master plans first developed in 2004 and revised in 2012 and 2018. The south pressure plain comprises the remainder of Town and the wholesale water supplier for this area 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 both storage and pressure. The project in the South will include a 0.75-million-gallon elevated storage tank, a 0.5-million-gallon ground storage tank, a pump station with pumps and related electrical and remote control, connecting 20-inch water transmission line, and finally an additional 12-inch water line crossing State Highway 114 for system redundancy and pressure balancing. The total estimated costs for the South Plain projects are \$7,500,000 for this second phase improvements in the South. Engineering design for these water system improvements were funded from their respective impact fee funds. There is also anticipated land and easement acquisition costs currently in negotiation. The total project funding is \$12,000,000 and will be financed through certificates of obligation.

#### Fourth of July Fireworks Display

Northlake never had a downtown. Northlake was incorporated by about twenty ranching and farming families who included only their homesteads and the roads connecting them. In the recent past, Northlake population was small enough that town-wide events could be held at Town Hall. However, Town Hall can no longer host community events. Based on input from new council members, the Mayor added funding for a new community event, a Fourth of July fireworks display. In partnership with Harvest, the Town will contract with a fireworks specialist and an event planner to put on this event. The estimate costs for the event are \$25,000.



Town of Northlake  
**DEPARTMENT REPORT**

	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Revised Budget	FY 2019 Proposed Budget
<b>COUNCIL</b>						
<b>EXPENDITURES:</b>						
Payroll & Benefits	2,103	1,997	2,600	1,801	2,600	2,600
Supplies	817	625	1,100	1,826	2,040	1,940
Maintenance	205	65	-	-	-	-
Utilities	822	629	750	632	750	750
Services	9,933	12,640	15,000	22,437	16,900	7,500
Capital Outlay	-	-	-	-	-	-
Transfers	-	825	900	5,175	6,900	20,390
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENSES:</b>	<b>13,879</b>	<b>16,781</b>	<b>20,350</b>	<b>31,870</b>	<b>29,190</b>	<b>33,180</b>
<b>ADMINISTRATION</b>						
<b>EXPENDITURES:</b>						
Payroll & Benefits	290,158	321,999	342,540	244,532	342,540	350,120
Supplies	10,033	14,336	15,725	4,052	7,925	7,925
Maintenance	306	4,933	650	7,703	8,450	650
Utilities	2,147	1,529	1,200	1,044	1,200	1,200
Services	278,553	180,012	228,325	117,826	203,325	228,325
Capital Outlay	-	-	-	-	-	-
Transfers	15,546	66,000	16,000	14,250	19,000	29,360
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENSES:</b>	<b>596,743</b>	<b>588,808</b>	<b>604,440</b>	<b>389,406</b>	<b>582,440</b>	<b>617,580</b>
<b>TOWN SECRETARY</b>						
<b>EXPENDITURES:</b>						
Payroll & Benefits	86,698	92,896	97,315	72,746	97,315	98,251
Supplies	2,323	2,369	3,610	1,890	3,610	3,610
Maintenance	51	146	500	-	500	500
Utilities	485	-	-	-	-	-
Services	9,781	17,340	16,650	10,653	20,150	24,750
Capital Outlay	-	-	-	-	-	-
Transfers	6,759	112,631	900	6,075	8,100	11,945
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENSES:</b>	<b>106,097</b>	<b>225,382</b>	<b>118,975</b>	<b>91,364</b>	<b>129,675</b>	<b>139,056</b>



Town of Northlake  
**DEPARTMENT REPORT**

	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Revised Budget	FY 2019 Proposed Budget
<b>MUNICIPAL COURT</b>						
<b>EXPENDITURES:</b>						
Payroll & Benefits	184,886	197,385	211,065	149,435	207,265	207,019
Supplies	3,286	3,794	6,040	2,494	6,040	6,040
Maintenance	3,266	2,537	-	-	-	-
Utilities	-	-	-	-	-	-
Services	(1,673)	32,257	54,500	21,139	34,000	30,500
Capital Outlay	-	-	-	-	-	-
Transfers	20,277	20,870	21,200	18,900	25,200	36,830
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENSES:</b>	<b>210,042</b>	<b>256,844</b>	<b>292,805</b>	<b>191,968</b>	<b>272,505</b>	<b>280,389</b>
<b>DEVELOPMENT SERVICES</b>						
<b>EXPENDITURES:</b>						
Payroll & Benefits	68,981	75,249	135,518	89,469	154,428	158,618
Supplies	3,999	1,738	4,700	2,282	5,000	5,000
Maintenance	1,297	546	150	400	400	400
Utilities	630	579	600	873	1,200	1,200
Services	384,051	308,282	382,450	218,295	371,525	357,850
Capital Outlay	-	-	-	-	-	-
Transfers	8,449	8,696	8,800	16,725	22,300	27,180
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENSES:</b>	<b>467,406</b>	<b>395,090</b>	<b>532,218</b>	<b>328,044</b>	<b>554,853</b>	<b>550,248</b>
<b>POLICE</b>						
<b>EXPENDITURES:</b>						
Payroll & Benefits	824,652	939,339	1,209,154	850,444	1,216,854	1,247,032
Supplies	60,634	66,044	87,328	52,263	88,828	92,643
Maintenance	31,660	25,640	41,228	45,479	49,578	45,336
Utilities	6,344	5,247	7,500	6,713	7,500	8,600
Services	41,993	56,079	59,360	15,716	56,680	63,108
Capital Outlay	2,484	-	27,225	7,952	19,810	-
Transfers	130,582	172,611	137,400	138,300	220,400	254,225
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENSES:</b>	<b>1,098,349</b>	<b>1,264,959</b>	<b>1,569,195</b>	<b>1,116,867</b>	<b>1,659,650</b>	<b>1,710,944</b>



Town of Northlake  
**DEPARTMENT REPORT**

	FY 2016 Actual	FY 2017 Actual	FY 2018 Original Budget	FY 2018 Actual As of 06/30	FY 2018 Revised Budget	FY 2019 Proposed Budget
<b>PUBLIC WORKS - GENERAL FUND</b>						
<b>EXPENDITURES:</b>						
Payroll & Benefits	176,630	243,269	386,725	223,663	386,725	338,505
Supplies	24,490	27,809	37,605	27,504	39,105	42,180
Maintenance	150,818	150,524	245,850	167,096	234,750	133,725
Utilities	4,234	9,563	9,045	4,803	11,025	11,025
Services	43,872	34,933	28,000	16,156	28,000	28,000
Capital Outlay	-	-	6,000	1,590	1,590	6,000
Transfers	41,898	42,392	42,600	34,200	45,600	69,250
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENSES:</b>	<b>441,942</b>	<b>508,489</b>	<b>755,825</b>	<b>475,011</b>	<b>746,795</b>	<b>628,685</b>
<b>NON-DEPARTMENTAL - GENERAL FUND</b>						
<b>EXPENDITURES:</b>						
Payroll & Benefits	1,360	1,133	15,000	2,952	15,000	15,000
Supplies	13	41	-	462	-	-
Maintenance	-	5,598	-	-	-	-
Utilities	-	-	-	-	-	-
Services	76,990	58,648	124,706	75,173	124,706	82,206
Capital Outlay	-	-	-	-	-	-
Transfers	534,416	350,000	900	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENSES:</b>	<b>612,778</b>	<b>415,420</b>	<b>140,606</b>	<b>78,587</b>	<b>139,706</b>	<b>97,206</b>
<b>ADMINISTRATION - UTILITY FUND</b>						
<b>EXPENSES:</b>						
Payroll & Benefits	76,329	111,994	129,467	66,375	133,467	99,532
Supplies	6,148	5,795	8,700	1,721	24,200	4,200
Maintenance	51	1,322	100	4,186	4,600	100
Utilities	43	-	-	-	-	-
Services	101,964	114,912	25,350	24,976	29,850	35,850
Capital Outlay	-	-	-	6,801	-	-
Transfers	129,731	154,870	155,200	154,650	156,200	244,420
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENSES:</b>	<b>314,267</b>	<b>388,893</b>	<b>318,817</b>	<b>258,709</b>	<b>348,317</b>	<b>384,102</b>



Town of Northlake  
**DEPARTMENT REPORT**

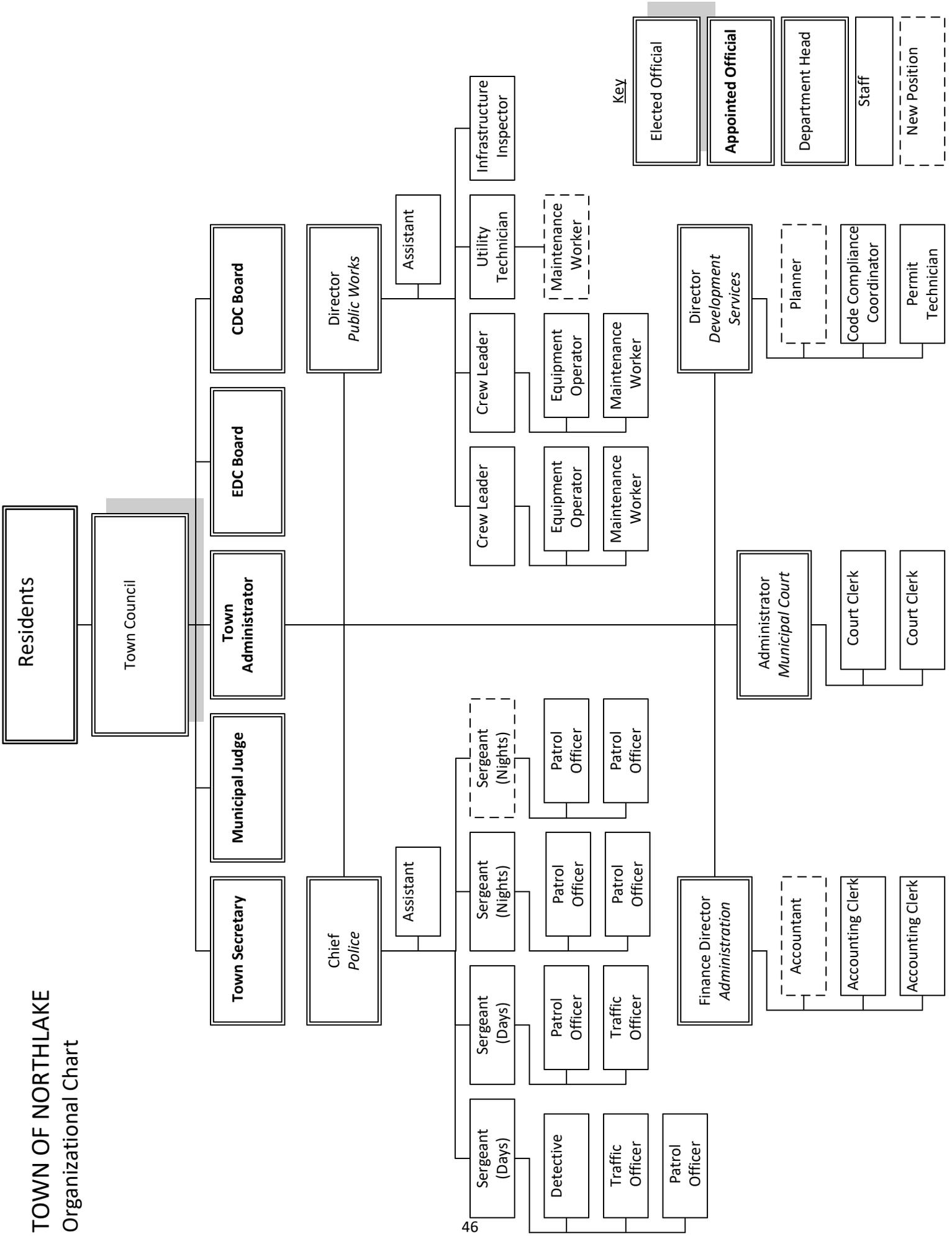
	<b>FY 2016 Actual</b>	<b>FY 2017 Actual</b>	<b>FY 2018 Original Budget</b>	<b>FY 2018 Actual As of 06/30</b>	<b>FY 2018 Revised Budget</b>	<b>FY 2019 Proposed Budget</b>
<b>PUBLIC WORKS - UTILITY FUND</b>						
<b>EXPENSES:</b>						
Payroll & Benefits	168,345	219,216	315,061	211,750	323,011	338,505
Supplies	20,635	32,751	97,095	21,496	41,595	47,050
Maintenance	104,670	106,183	136,200	64,946	106,700	105,700
Utilities	986,418	1,649,035	2,046,620	1,117,259	2,046,620	2,546,620
Services	72,170	38,649	41,800	30,189	46,800	41,800
Capital Outlay	-	-	210,000	113,074	184,000	184,000
Transfers	41,898	142,392	143,900	73,425	97,900	128,195
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENSES:</b>	<b>1,394,136</b>	<b>2,188,227</b>	<b>2,990,676</b>	<b>1,632,137</b>	<b>2,846,626</b>	<b>3,391,870</b>

**PUBLIC WORKS - NON-DEPARTMENTAL**

<b>EXPENSES:</b>						
Payroll & Benefits	25	-	-	-	-	-
Supplies	-	-	-	-	-	-
Maintenance	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Services	17,774	28,865	25,085	15,673	25,085	-
Capital Outlay	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Lease Purchase Debt Service	-	-	-	-	-	-
<b>TOTAL EXPENSES:</b>	<b>17,799</b>	<b>28,865</b>	<b>25,085</b>	<b>15,673</b>	<b>25,085</b>	<b>-</b>

# TOWN OF NORTHLAKE

## Organizational Chart



TOWN OF NORTHLAKE

**Personnel Distribution  
Full-Time Equivalents**

	2016/17 Actual	2017/18 Adopted	2017/18 Amended	2017/18 Actual	2018/19 Requests	2018/19 Proposed
<b>GENERAL FUND</b>						
<b>Administration</b>						
Town Administrator	1.00	1.00		1.00		1.00
Town Secretary	1.00	1.00		1.00		1.00
Finance Director (75%)	0.75	0.75		0.75		0.75
Accountant (75%)	0.00	0.00		0.00	0.56	0.56
Accounting Clerk (75%)	0.75	0.75		0.75		0.75
<b>Total</b>	<b>3.50</b>	<b>3.50</b>	<b>0.00</b>	<b>3.50</b>	<b>0.56</b>	<b>4.06</b>
<b>Development Services</b>						
Development Director (25%)	0.25	0.25		0.25		0.25
Planner	0.00	0.00		0.00	0.75	0.75
Code Compliance Coordinator	0.00	0.00		0.75	0.25	1.00
Permit Technician	1.00	1.00		1.00		1.00
<b>Total</b>	<b>1.25</b>	<b>1.25</b>	<b>0.00</b>	<b>2.00</b>	<b>1.00</b>	<b>3.00</b>
<b>Municipal Court</b>						
Court Administrator	1.00	1.00		1.00		1.00
Court Clerk	2.00	2.00		2.00		2.00
<b>Total</b>	<b>3.00</b>	<b>3.00</b>	<b>0.00</b>	<b>3.00</b>	<b>0.00</b>	<b>3.00</b>
<b>Police</b>						
Police Chief	1.00	1.00		1.00		1.00
Lieutenant	0.00	0.00		0.00		0.00
Sergeant	2.75	3.00		3.00	0.75	3.75
Police Officer	8.00	8.00		8.00		8.00
Detective	0.75	1.00		1.00		1.00
Administrative Assistant	0.00	0.75		0.75	0.25	1.00
<b>Total</b>	<b>12.50</b>	<b>13.75</b>	<b>0.00</b>	<b>13.75</b>	<b>1.00</b>	<b>14.75</b>
<b>Public Works</b>						
Public Works Director (50%)	0.50	0.50		0.50		0.50
Crew Leader (50%)	0.87	1.00		1.00		1.00
Infrastructure Inspector (50%)	0.00	0.37		0.37	0.13	0.50
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	0.37		0.37	0.13	0.50
<b>Total</b>	<b>3.37</b>	<b>4.24</b>	<b>0.00</b>	<b>4.24</b>	<b>0.26</b>	<b>4.50</b>
<b>Total General Fund</b>	<b>23.62</b>	<b>25.74</b>	<b>0.00</b>	<b>26.49</b>	<b>2.82</b>	<b>29.31</b>

**ECONOMIC DEVELOPMENT CORP.**

<b>Development Services</b>						
Development Director (25%)	0.25	0.25		0.25		0.25
<b>Total</b>	<b>0.25</b>	<b>0.25</b>	<b>0.00</b>	<b>0.25</b>	<b>0.00</b>	<b>0.25</b>

**COMMUNITY DEVELOPMENT CORP.**

<b>Development Services</b>						
Development Director (25%)	0.25	0.25		0.25		0.25
<b>Total</b>	<b>0.25</b>	<b>0.25</b>	<b>0.00</b>	<b>0.25</b>	<b>0.00</b>	<b>0.25</b>

TOWN OF NORTHLAKE

**Personnel Distribution  
Full-Time Equivalents**

	<b>2016/17 Actual</b>	<b>2017/18 Adopted</b>	<b>2017/18 Amended</b>	<b>2017/18 Actual</b>	<b>2018/19 Requests</b>	<b>2018/19 Proposed</b>
<b><u>HOTEL OCCUPANCY TAX FUND</u></b>						
<b>Development Services</b>						
Development Director (25%)	0.25	0.25		0.25		0.25
<b>Total</b>	<b>0.25</b>	<b>0.25</b>	<b>0.00</b>	<b>0.25</b>	<b>0.00</b>	<b>0.25</b>
<b><u>UTILITY FUND</u></b>						
<b>Administration</b>						
Finance Director (25%)	0.35	0.25		0.25		0.25
Accountant (25%)	0.00	0.00		0.00	0.19	0.19
Accounting Clerk (25%)	0.35	0.25		0.25		0.25
Utility Billing Clerk	0.50	1.00		1.00		1.00
<b>Total</b>	<b>1.20</b>	<b>1.50</b>	<b>0.00</b>	<b>1.50</b>	<b>0.19</b>	<b>1.69</b>
<b>Public Works</b>						
Public Works Director (50%)	0.50	0.50		0.50		0.50
Crew Leader (50%)	0.87	1.00		1.00		1.00
Infrastructure Inspector (50%)	0.00	0.37		0.37	0.13	0.50
Equipment Operator (50%)	1.00	1.00		1.00		1.00
Utility Technician	0.75	1.00		1.00		1.00
Maintenance Worker (50%)	1.00	1.00		1.00		1.00
Maintenance Worker - Utility	0.00	0.00		0.00	0.75	0.75
Administrative Assistant (50%)	0.00	0.37		0.37	0.13	0.50
<b>Total</b>	<b>4.12</b>	<b>5.24</b>	<b>0.00</b>	<b>5.24</b>	<b>1.01</b>	<b>6.25</b>
<b>Total Utility Fund</b>	<b>5.32</b>	<b>6.74</b>	<b>0.00</b>	<b>6.74</b>	<b>1.20</b>	<b>7.94</b>
<b>All Funds Total</b>	<b>29.69</b>	<b>33.23</b>	<b>0.00</b>	<b>33.98</b>	<b>4.02</b>	<b>38.00</b>

# TOWN OF NORTHLAKE

## COMMUNITY PROFILE

Date of Incorporation	1960	<u>Distance in Miles To:</u>	
Form of Government	Mayor/Council	Denton	14
Area	10,881 acres (17.0 sq. miles)	Fort Worth	30
		Dallas	42
Mean Household Income	\$82,023	Houston	281
Avg. Single Family Home Value	\$315,147	Chicago	926
		Los Angeles	1378
		New York	1576
<u>Area Fire Protection</u>		<u>Tax Rate Per \$100 Valuation</u>	
Roanoke Fire Department		Northlake	\$0.295
Argyle Fire Department		Argyle ISD	\$1.570
<u>Police Protection</u>		Northwest ISD	\$1.453
Number of Stations	1	Ponder ISD	\$1.388
Number of Sworn Personnel	11	Denton County	\$0.262
		Denton County ESD #1	\$0.100
<u>Area Recreational Parks and Facilities</u>	5		
<u>Area Libraries</u>	6	<u>Area Community Facilities</u>	
		Hotels	12
<u>Education</u>		Hospitals	5
The University of North Texas		Churches	27
University of Texas - Arlington			
Southern Methodist University		<u>Utilities</u>	
Texas Wesleyan University		Natural Gas	Atmos
Texas Christian University			COSERV
Texas Woman's University		Electricity	TXU Electric
North Central Texas College			COSERV
Tarrant County College		Telecommunications	AT&T
Northwest, Ponder, and Argyle ISDs			Frontier
Elementary Schools	10		Grande
Intermediate School (5 <sup>th</sup> -6 <sup>th</sup> grades)	1	Waste Collection	IESI
Middle Schools	5		
High Schools	5	<u>Major Area Employers</u>	
		Alliance Texas	
<u>Railroads</u>		Amazon	
Burlington Northern Santa Fe		Argyle ISD	
Union Pacific		BNSF	
		Clorox Distribution Center	
<u>Air Service</u>		G.E. Locomotive	
DFW Airport (34 miles)	Commercial	Hydro Conduit	
Alliance Airport (14 miles)	Industrial	Northwest ISD	
Meacham Airport (28 miles)	General Aviation	Texas Motor Speedway	
Northwest Regional (4 miles)	General Aviation		
		<u>Incentives:</u>	
<u>Highways</u>		Freeport Exemptions	
Interstate	IH-35W	Economic Development Incentives	
Highways	SH 114, US 377	Pioneer Grant (5 year forgivable loan)	
Major Farm-to-Market	FM 156, FM 407, FM 1171	Fast Track Permitting	

[www.town.northlake.tx.us](http://www.town.northlake.tx.us)