

TOWN OF NORTHLAKE, TEXAS

2020-2021 | BUDGET





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COUNCIL VOTE & TAX RATE

This tax rate will raise more total property taxes than last year's budget by \$961,168 or 40%, and of that amount \$744,050 is tax revenue to be raised from new properties added to the tax roll this year.

The Town Council will vote on September 10, 2020 to adopt a tax rate above the No-New-Revenue Tax Rate, but lower than the Voter-Approval Tax Rate.

Name	Title	For	Against
David Rettig	Mayor*		
Brian Montini	Mayor Pro Tem		
Rena Hardeman	Council Member		
Jimmy Lambert	Council Member		
Roger Sessions	Council Member		
Danny Simpson	Council Member		

*The Mayor is a non-voting member of council, unless there is a tie vote

MUNICIPAL TAX RATE

	2020-2021 CURRENT YEAR
De Minimis Tax Rate	\$0.340963/\$100
Voter-Approval Tax Rate	\$0.300137/\$100
No-New-Revenue Tax Rate	\$0.275801/\$100
No-New-Revenue M&O Rate	\$0.146828/\$100
Interest & Sinking (I&S)	\$0.148172/\$100
Tax Supported Debt Service	\$1,730,052

	2019-2020 LAST YEAR	2020-2021 CURRENT YEAR
Maintenance & Operations (M&O)	\$ 0.155563/\$100	\$ 0.146828/\$100
Interest & Sinking (I&S)	\$ 0.139437/\$100	\$ 0.148172/\$100
Total Property Tax Rate	\$ 0.295000/\$100	\$ 0.295000/\$100

KEY OFFICIALS



MAYOR
DAVID RETTIG



MAYOR PRO TEM
PLACE 3
BRIAN MONTINI



PLACE 1
RENA HARDEMAN



PLACE 2
JIMMY LAMBERT



PLACE 4
ROGER SESSIONS



PLACE 5
DANNY SIMPSON

APPOINTED OFFICIALS

TOWN ADMINISTRATOR - DREW CORN
TOWN SECRETARY - SHIRLEY ROGERS
MUNICIPAL JUDGE - HONORABLE THOMAS HOBBS

MANAGEMENT TEAM

COURT ADMINISTRATOR - LEANN OLIVER
DEVELOPMENT SERVICES DIRECTOR - NATHAN REDDIN
FINANCE DIRECTOR - JOHN ZAGURSKI
POLICE CHIEF - ROBERT CRAWFORD
PUBLIC WORKS DIRECTOR - ERIC TAMAYO

A MESSAGE FROM

MAYOR DAVID RETTIG



Honorable Council, Residents, Businesses, and Customers,

The Town of Northlake faces unusual and challenging times. In 2020, our community has weathered a global pandemic, an economic recession and sweeping changes to daily patterns of life. The State of Texas has suffered from revenue short falls due to low oil prices and a statewide decrease in gas tax receipts during the stay-at-home order.

Despite an uncertain economic environment, Northlake remains one of the fastest growing communities in Texas. Although we are excited to welcome new residents and businesses to our town, new development requires strategic allocation of resources to maintain existing service levels. With the recent revenue caps set in place by the Texas Legislature, it is more challenging than ever to budget responsibly while maintaining the Town's low tax rate.

As Mayor, I am designated by State statute as the Budget Officer of the Town. Therefore, it is my duty to set the budget priorities for the coming year. These priorities align with the goals of Council and address the challenges facing the Town. For the fiscal year beginning October 1st, 2020 the budget priorities of the Town are:

- Balance Budget while Investing in Future Capabilities
- Improve, Construct and Repair Road, Water, Sewer and Drainage Infrastructure
- Ensure Sustainable Development through Strategic Planning
- Attract Businesses to Diversify Future Tax Base
- Increase Staffing to Maintain Current Service Levels
- Recruit and Retain Highly Qualified and Motivated Personnel
- Invest in Equipment and Technology to Increase Productivity & Efficiency

By state law a municipal government must pass a balanced annual budget. As a public servant and a good steward of your tax dollars, my duty is not just to propose a balanced budget for FY 2021, but also to plan for the future of our town. Investing in our future through the strategic placement of infrastructure will spur development, further diversify our tax base and decrease our reliance on the residential property tax base.

This year Northlake residents will see the benefit of past strategic investments with the passage of a 20% homestead exemption. The loss in revenue from property tax dollars was completely absorbed by the growth in our commercial tax base. It is my intention as Mayor to continue making strategic decisions like the 20% homestead exemption that are designed to directly benefit residents of Northlake.

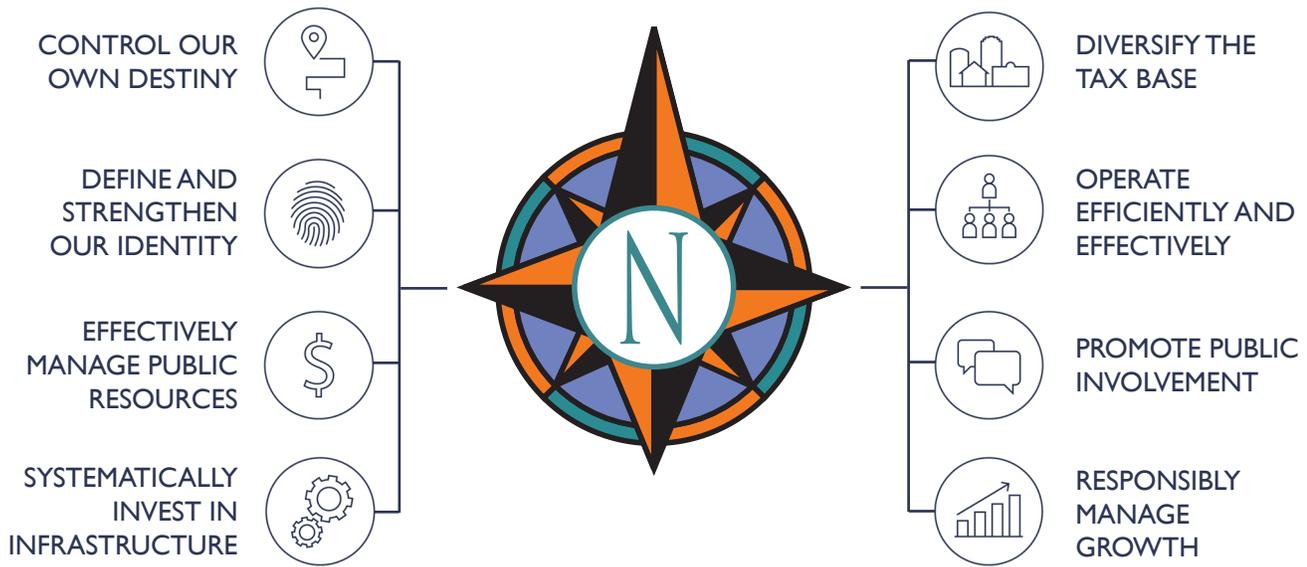
To accommodate the Town's recent growth and maintain the level of service our residents expect and deserve, resources and staffing must increase proportionally. The budget for Fiscal Year 2021 allocates funds to the service areas that matter most to our residents, including public safety and infrastructure improvements.

This year's budget cannot begin to address the issues we face on a global level, but it can serve as a compass to navigate our town through these uncertain times. As your Mayor, it is my privilege to continue to provide quality service and invest in the future of the Town of Northlake.

Sincerely,

David Rettig
Mayor, Town of Northlake

TOWN COUNCIL GOALS



MAYORAL BUDGET PRINCIPLES

- BALANCE BUDGET WHILE INVESTING IN FUTURE CAPABILITIES
- RECRUIT AND RETAIN HIGHLY QUALIFIED AND MOTIVATED PERSONNEL
- ENSURE SUSTAINABLE DEVELOPMENT THROUGH STRATEGIC PLANNING
- ATTRACT BUSINESSES TO DIVERSIFY FUTURE TAX BASE
- IMPROVE, CONSTRUCT AND REPAIR ROAD, WATER, SEWER AND DRAINAGE INFRASTRUCTURE
- INCREASE STAFFING TO MAINTAIN CURRENT SERVICE LEVELS
- INVEST IN EQUIPMENT AND TECHNOLOGY TO INCREASE PRODUCTIVITY AND EFFICIENCY

BUDGET TRANSMITTAL LETTER

Honorable Mayor & Town Councilors of the Town of Northlake,

In accordance with the Town of Northlake Code of Ordinances and the State of Texas Local Government Code, Town Staff present the budget for the fiscal year 2020/2021, which was developed to achieve the Mayor's budget priorities and Town Council's goals. This financial document provides the resources needed to maintain services at current levels for an increasing population. Northlake continues to provide long-term strategic investment of capital dollars to further diversify our future tax base. As more residents and new businesses relocate to Northlake, their expectations for high-quality Town services follow. The new homes, stores, offices and warehouses added to the Town's property tax rolls will provide resources to fund Town services such as police and public works, construct and expand water and sewer systems, and improve the Town's road system. This balanced budget delivers personnel and infrastructure on time using verifiable and sustainable resources.

OVERVIEW

The adopted budget includes total revenues of \$24,985,684 and expenditures of \$41,443,818. Expenditures exceed revenues by \$16,458,134 due to \$20,525,000 of capital improvements in the Capital Projects Fund & Water Capital Projects Fund. Excluding capital improvements, the overall budget contains a surplus (revenues over expenditures) of \$4,066,865. The fund balance of the General Fund is anticipated to increase \$53,190. This message discusses, by fund, the major issues addressed in the FY2020/2021 budget. Highlights include:

PERSONNEL \$4,808,198

- 3 Police Positions
- 3 Public Works Positions
- 1 Administrative Position
- 2% increase in Health Benefits Cost
- 2% Salary Market Adjustments

EQUIPMENT REPLACEMENT & CAPITAL ITEMS \$395,000

- Police Vehicle Replacements
- Public Works Truck Replacement
- New Police Patrol Vehicle
- Digital Broadcast Technology
- Workstation Replacements
- Server Replacements

CAPITAL IMPROVEMENT PROJECTS TOTALING \$18,865,000

- North Area Elevated Storage Tank
- South Area Elevated Storage Tank
- South Area Pump Station
- Old Justin Road (Faught to Flanagan Farm)
- Repair of Canyon Fall Road Failures
- FM 407 and Cleveland Gibbs Traffic Light
- Catherine Branch Water and Sewer Projects
- Fire Protection Lines for Schober and Bingham Roads
- Florance Road (Strader to Yarbrough)
- Faught Road (Old Justin to Robson Ranch)
- North Area Pump & SCADA

BUDGET PRINCIPLES

The Fiscal Year 2020/2021 budget development started in January of the prior year. The process involved several meetings with Town Council and Town Staff. The Mayor provided his budget principles which are used in the development of the budget to address the challenges the Town is facing. Below is a discussion of each budget principles, the challenge it addresses, and what resources and actions the Town dedicates to the principles.



BALANCE BUDGET WHILE INVESTING IN FUTURE CAPABILITIES

A balanced budget starts by ensuring that current revenues exceed or equal current expenses, but this definition fails to address how current resources allocations can jeopardize the future capabilities of the Town. The Town of Northlake is growing, but that does not mean that current financial plans can rely on that growth.

To properly frame this priority, the Town divides revenue and expenses between two categories: one time and ongoing. Two examples of this are found in the current budget. Development related revenues are high, but they are dependent on growth and thus considered one time. These revenues are used to pay for contract inspection, engineering, and plan review services. Choosing to contract out these services instead of hiring staff for each service ensures that they remain one time and not continual. If development related revenue were to stop tomorrow, so would these contract services.

Investing in future capacity for the Town means utilizing one-time expenses to generate new continual revenue. We are accomplishing this by ensuring that new utility improvements will result in new development, that will bring in additional property tax revenues. The Catherine Branch project will extend utility services to the West side of I35W north of Dale Earnhardt Way. This investment will yield new development that, once completed, will generate an estimated \$1,000,000 in new property tax dollars. These commercial warehouse developments are a low uses of municipal services, which helps to spread the costs of current services, and ensure that the staff can continue to maintain service levels.



IMPROVE, CONSTRUCT AND REPAIR ROAD, WATER, SEWER AND DRAINAGE INFRASTRUCTURE

For a small town, Northlake has a vastly expanding water system. There are over 2,500 water connections in Northlake. To provide safe, reliable water to each customer, Northlake must expand 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 continue to diminish. The northern area of Northlake began large-scale water distribution with the addition of pumps and ground storage located at the old 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. The budget for these water system improvements is \$12,000,000.

To fund these improvements, the Town issued \$12,000,000 in certificates of obligation in FY 2019 for a crucial expansion of the Town's water system. The continued capacity and viability of Northlake's water system must be preserved. 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 and a 0.5-million-gallon ground storage tank with pumping capacity and related lines will be constructed to replace the reduced water pressure supplied by the City of Fort Worth. For FY 2021, the north Water Tower construction is well under way and the projects in the southern area are in the design phase. The Town has acquired all the necessary sites and easements for these improvements. The debt service for the Series 2018 C.O.s is supported by the growth of the Town's property tax base and includes only existing platted developments. It is not based on future projects. The Town's first debt issuance was in 1997 for the initial water system at IH-35W and SH 114. It was at this point that Northlake became a retail water provider upon which its residents and businesses relied. In FY 2020, the Town began work on three different road projects using the remaining balance of the Series 2016 C.O.s to make improvements to Old Justin Road, fix the Canyon Falls road failures, and contribute to the redesign of the intersection of FM 407 and Cleveland Gibbs.

The FY 2021 budget contains several new projects that will be funded by the \$7,000,000 Series 2020 Tax Notes. Included in the project list is \$3.5 Million for the Catherine Branch Project which will extend water service across I35W and establish a temporary sewer plant that will support service north of Texas Motor Speedway along Dale Earnhardt Way. The bond funds also include \$300,000 for fire protection lines to be run along Schober and Bingham Roads. Lastly, the \$3.2 Million of the Tax Notes will be used to fund two road improvement projects; Florance Road (Strader to Yarbrough) and Faught Road (Old Justin to Robson Ranch). The tax notes will be supplemented with water, sewer and roadway impact fees.



ENSURE SUSTAINABLE DEVELOPMENT THROUGH STRATEGIC PLANNING

The Town of Northlake continues to leverage growth to the benefit of existing residents and the expansion of Town infrastructure. For instance, North Ridge Estates property values provided funding to pave Florance Road, Bingham Road, Schober Road, and parts of Holder Road and Evelyn Road. Construction of 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 led to the connection between the Upper Trinity Regional Water District (UTRWD) and the old 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 Roads. The continued residential growth in The Highlands, Prairie View Farms, Creek Meadows, Stardust Ranch and Canyon Falls provides the tax base to support the Series 2018 debt issuance. Recently approved developments of Pecan Square and The Ridge will ultimately expand Cleveland-Gibbs between Robson Ranch Road and IH-35W to four lanes and support the Town water and sewer system expansion. A future Northwest ISD high school will also be in Northlake town limits due to these developments.

The Catherine Branch Project starts the process of expanding utility services north of Dale Earnhardt Way and west of IH-35W. These properties are in Northlake's ETJ, but providing utilities in the area allows the Town to negotiate annexation of these properties. Commercial development will benefit the Town for years to come; the Catherine Branch Project brings water and wastewater services to the west side of IH-35W, allowing this area to continued logistics warehouse development to march westward.



ATTRACT BUSINESSES TO DIVERSIFY FUTURE TAX BASE

Northlake straddles Interstate Highway 35W with State Highway 114 intersecting at the southern Town limit. The Town's position on two major highways and proximity to the Alliance intermodal center to the south make Northlake an ideal location for distribution intensive businesses. Commercial warehouse space and logistics are two of the few sectors of the economy that grew during the pandemic due to the low density of work forces and the increased reliance on businesses supply chains. The commercial corner of IH-35W & SH 114 approaches build-out with the completion of the Stanley Black & Decker and Schluter Systems facilities in Northlake of 1.2 million and 500,555 square foot buildings, respectively. These two major highways also bring a significant number of commuters and travelers through Northlake, creating an environment conducive for restaurants and hotels.

The completion of Texas Roadhouse at the end of the 2020 calendar year will strengthen the Town's growing sales tax base: La Quinta, Staybridge Suites, Tru by Hilton and Best Western Plus are each in various stages of development in Northlake. The increased traffic congestion caused by development in the region frustrates existing residents, but by bringing these businesses to Northlake the Town collects sales and hotel occupancy taxes to fund services for both old and new residents.



INCREASE STAFFING TO MAINTAIN CURRENT SERVICE LEVELS

All department head budget requests are designed to maintain current service levels. With minimal plan changes, healthcare costs are expected to increase by 2% from last year which is below initial projections. Supplies and maintenance expense categories will increase slightly due to increased staff levels and equipment, respectively. Costs for services has increased significantly from the previous year. The Town's outsourcing of its contract building inspection services has contributed to much of this cost increase but has also increased building permit revenue. Internal service expenses will also increase in FY 2021 to cover cost increases associated with new vehicles, equipment and a full year of rent for the newly leased Town Hall and Police Department buildings.

The Town continues to increase staffing in proportion to the growth Northlake is experiencing. In FY 2020, the Town added eight positions: a Public Safety Officer, a Patrol Officer, a Police Captain, a three person crew and Superintendent in Public Works, and a Communications and Marketing Coordinator. In FY 2021, the need for additional staff continues with seven positions being requested. The Town's largest departments, Police and Public Works, are requesting a detective and two patrol officers, and two maintenance workers and an equipment operator, respectively, to keep up with the increasing demand of field operations. The patrol officer will bring the number of fully staffed shifts to four, ensuring that when vacation and training occurs the number of officers will not drop below three per shift. Daytime shifts have been covered by traffic officers when necessary. The detective is needed to keep up with the growing caseload and ensure there is not a decrease in case closings. The two new maintenance workers are needed for the street crews to meet safety regulation when completing street repairs. Due to the growth of the sanitary sewer system, a full-time equipment operator will be dedicated to operate the sewer jetter. This position is pivotal to maintaining maintenance levels on the Town's growing sewer system. The final requested position is a management analyst that will assist the town administrator with Town Council projects and research tasks. They will also be responsible for assisting with the audit, management of development agreements and capital project tracking.



RECRUIT AND RETAIN HIGHLY QUALIFIED AND MOTIVATED PERSONNEL

Retaining and recruiting qualified and capable employees is difficult in the competitive North Texas region, especially for a small community. This budget provides a 2% step plan increase for police personnel and a 2% cost of living adjustment for all other employees. The goal in maintaining competitive salaries is to recruit high-performing, well-trained employees. The loss of productivity due to poor retention and high costs associated with the constant replacement and retraining of new employees far exceeds these salary increases.

Healthcare costs have increased 2% from last year. Last year the Town reinstated the original funding levels of Town contributions to employee health savings (HSA) accounts from \$75 per month back to \$100 per month. This change will incentivize the selection of plans including HSAs thereby reducing Town healthcare liabilities in the long term.



INVEST IN EQUIPMENT AND TECHNOLOGY TO INCREASE PRODUCTIVITY & EFFICIENCY

The Town leverages technology when applicable and cost effective. Last year's budget added a permit tracking software which allows homebuilders and other trades to submit, view and pay permits online, as well as allow development staff to review and approve permits. This scalable software system will allow the Town to avoid the hiring of a future staff position for permit intake and routing.

The Town's utility system benefited from a SCADA upgrade allowing the remote monitoring and controlling of the Town water and sewer systems which include two water pump stations, two sewer lift stations and the addition of another pump station and two elevated storage tanks.

New technology features included in this year's budget include a software and hardware package that will allow for the live broadcast of the public meetings from the Council Chambers. Broadcasting of council meetings has grown increasingly important during the pandemic due to social distancing measures that limit the opportunity for public participation. Workstation replacements are needed to transition staff to new phones and computers that have become outdated. All appropriate staff will be provided laptops to facilitate remote working if needed. Lastly, the FY 2021 budget includes a scheduled server replacement of the Town's oldest server, which has reached the end of its life cycle.

CONCLUSION

The Fiscal Year 2020/2021 budget reflects the Council's strategic goals and the Mayor's budget principles. It serves as an operating guide for management staff as well as the Town's financial plan concerning anticipated appropriations and projected revenues. 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 can support an increased demand for services and expansion of the Town's infrastructure with a proportional increase in resources. The budget will maintain existing service levels but for a greater number of residents, customers, and businesses, and for activities with an increased level of complexity. The budget will continue to use new resources to invest in infrastructure upgrades as well as personnel in order to accomplish core municipal functions.

Sincerely,

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

Drew Corn, Town Administrator

FUND DISCUSSION

GENERAL FUND

The general fund is the Town of Northlake's primary operating fund. The projected starting fund balance for the general fund is \$3,126,236 or 51% of FY 2021 operating expenditures. The State of Texas recommends the general fund cover 30% of operating expenses, and the Town's balance comfortably meets this standard. Fund balance is projected to increase \$53,190, to a total ending fund balance of \$3,179,426. The fund balance has doubled over the past three years due to the rapid residential and commercial growth the Town is experiencing.

REVENUE

The largest revenue source for the general fund is building permits at \$1,931,000, totaling 30% of all revenues. The major driver for building permits is new residential permits, which make up 90% of all permit revenues. These residential permits are primarily issued for new homes in large residential developments such as Pecan Square, The Ridge, and Harvest (irrigation permits only), in addition to estate lot developments such as Stardust Ranch, The Highlands and Creek Meadows.

Property tax revenues make up the second largest category of revenues at \$1,666,794, or 26% of all revenues. With the rapid residential expansion, property tax revenues are projected to overtake building permit revenues in the next two years. The Town's property tax base is primarily commercial, however the base will continue to change over the next few years due to residential growth. The large commercial base has given the Town the ability to increase its homestead exemption to 20% of taxable value, the maximum allowed by State law, providing a property tax relief to homeowners. The property tax of the Town has remained low at \$0.295000 per \$100 of taxable value.

Sales tax makes up 16% of the total revenue at \$1,005,000. This is a 29% increase from last years budgeted amount due to the anticipated opening of Texas Roadhouse in Northlake along the east side of 35W at SH114. The second driver of increased revenue has been the South Dakota v. Wayfair decision, which has increased the online sales revenue the Town receives. Northlake's sales tax has proven to be resilient during the pandemic as evidenced by the fact that revenue has increased since March. Northlake does not rely heavily on retail and tax exportation which has created a stable revenue stream.

Other smaller sources of revenue for the general fund are court fines (7%), franchise fees (7%), development revenues (9%), and contract police services (4%). Combined, these sources make up \$2,011,000 or 27% of the total general fund revenue. Registrations, interest, service fees, and unanticipated revenue account for the remaining 1% of total revenue.

EXPENDITURES

Personnel payroll is the largest expenditure category for the Town. Northlake staff provide essential services of the Town government and are the largest driver of costs. The Town has budgeted for approximately 40 employees for next year. Total personnel expenditures for the general fund are \$3,750,152, or 56% of total expenditures. This has increased since last year due to the addition of five new positions to the fund: a detective, two officers, two maintenance workers, and a management assistant. Additional staff are necessary to maintain service levels and accommodate growth.

Services are the second largest expenditure for the Town at \$1,505,446, or 23% of total expenditures. These are third party contract services, the greatest cost being inspection, development review services, engineering, and legal services. Relying on contractors to provide development review services saves the Town money by eliminating the need for additional staff that will need to be reduced when development begins to slow.

Internal services are the third largest expenditure category at \$832,450, making up 13% of total expenditures. This category is comprised of departmental transfers to the technology, equipment, and building funds. The transfers to the technology and building funds are calculated using a prorated amount based on personnel. The equipment fund transfer is based on depreciation and projected vehicle needs. The remaining 8% of general fund expenditures is comprised of three categories: supplies (3%), maintenance (5%), and utilities (>1%). The total budgeted expenditures for these categories are \$570,766.

DEBT SERVICES FUND

The primary revenue source for the debt services fund is property taxes. Property tax revenue has increased due to the growth of the property tax base and increases in the interest and sinking (I&S) rate. The rate increased \$0.008735 due to the issuance of the 2020 Tax Notes totaling \$7,000,000. These funds will be deposited into the capital projects fund and the water capital projects fund. The debt services fund received another increase in resources due to an increase in the transfer in from the utility billing fund of \$450,000. Town Council took action to increase water rates to ensure utilities were paying for debt that went to fund water and sewer capital projects, namely the Series 2018 Certificates of Obligation.

Increases in debt service payments are largely due to large upfront payments being made on the 2020 Tax Note. This debt offers a flexible payment schedule allowing the Town to increase the principal payments to pay down the debt quicker. The increased payment is coming from the fund balance of the debt services fund, causing a decrease of \$369,046. The projected ending fund balance for the debt services fund is \$118,267.

HOTEL OCCUPANCY TAX FUND

Northlake is home to five hotels near the intersection of SH114 and 35W. Over time, these hotels have grown the Town's hotel occupancy fund balance. In FY2020, the Town used these funds to purchase land for a future conference center in partnership with Cambria Hotels. The Town has budgeted an additional \$1,000,000 for design and improvements. Due to travel restrictions surrounding the global pandemic, the Town saw a decrease in hotel occupancy revenue in FY 2020; in spite of this decrease, hotel occupancy revenue is projected to increase in FY2021 with the additions of Staybridge Suites, Tru by Hilton and Best Western Plus.

ECONOMIC DEVELOPMENT CORPORATION (EDC) AND COMMUNITY DEVELOPMENT CORPORATION FUNDS (CDC)

Initiatives funded by EDC and CDC funds have been instrumental in attracting new businesses to Northlake. Recent additions including Amano Italian Bistro, IHOP, Rosa's Café, BurgerIM and Wingstop provide a growing number of dining options for Northlake residents and visitors. The addition of a Texas Roadhouse has boosted projected sales tax revenue for both the EDC and CDC funds to \$500,000. Town Council has prioritized increasing and diversifying the Town's sales tax base as an additional measure to decrease the Town's reliance on the property tax base. The continued growth of the EDC and CDC funds will allow the Town to offer further incentives to high-quality businesses.

INTERNAL SERVICE FUNDS

The Town has three internal services funds dedicated to technology, equipment and building services. These funds allow the Town to charge departments directly for shared costs of the organization, and ensure sustainable funding of needed items. The cost allocation is reviewed annually as the organization changes. The revenue for each fund is directly related to the operating costs required for each year, and therefore fluctuates with costs.

The technology services fund expenditures change annually based on technology enhancements and purchasing subscription to software. COVID-19 brought on an increased reliance on technology as many functions of the

Town were forced to move online. Adjusting operations for remote work pushed for an increased reliance on remote technology such as laptops and online payment systems. These costs were absorbed with CARES Act funding allocated to the Town by the State of Texas and Denton County. Next year new budgeted requests include workstation replacements and a server replacement. Technology tends to have a replacement cycle of 3-5 years; these replacements are spread out to ease the impact on the budget.

The equipment services fund serves three departments: police, public works and community development. The fund also receives revenues from the sale of town vehicles at auction. The costs billed to departments are based on depreciation and future needs. This year the Town is replacing two police vehicles: one patrol and one administrative. The police department will also purchase a new patrol vehicle to be split between the two new patrol officer positions. Public works will replace an existing crew cab with utility bed. The equipment services fund is projected to increase its fund balance in preparation for the replacement of a backhoe in the FY2022 budget as requested by the public works department.

The building services fund charges departments for the cost of the Town's lease spaces, property maintenance, cleaning services and capital items related to the construction or repairs of facilities. The police department moved into the new leased space adjacent to Town Hall in 2020; the cost of this space is offset by the savings associated with the removal of the temporary structures in which the department was formerly housed. The new police facility is larger than the previous office, and therefore utility costs will be higher. The one budget request for the building services fund is a roof replacement for the public works building, as continued leaks in the roof have led to mold in the building. The budgeted funds for this request will cover both the roof replacement and mold removal from the building.

WATER & WASTEWATER FUND

The Town's utility fund has also experienced high levels of growth with the addition of over 1,000 new utility accounts last year. These new accounts brought increased revenue along with increased costs. Due to a growing reliance on fund balance, the Town allocated funds to a water and sewer rate study in the 2020 budget. The rate study showed that the utility fund was not funding all operating costs and debt service payments on Series 2018 CO for water infrastructure improvements. In the six years since the last rates study, wholesale, capital and operational costs have increased. After receiving the results of the rate study, Town Council voted to increase water and sewer rates to a level that funded both operational and capital costs, effective August 21, 2020. Higher levels of new revenue will offset expenses to build operating reserves. Utilities typically need at least 50% of operating expenses in fund balance; Northlake will continue to build reserves until we reach sustainable utility service operations.

Wholesale costs make up 62% of the total operating costs for the water and wastewater fund. Ensuring the Town has adequate water has caused increases in the Town's water subscription from Upper Trinity Regional Water District (UTRWD). The subscription is a ratchet system that once increased, cannot be decreased. Costs for upgraded subscription are also billed back to June of that year. The increased consumption can be attributed to seasonal peaks during the summer months due to irrigation. Town water consumption remained above 80% of its daily subscription for most of Summer 2020, causing the Town to enter Stage 1 Water Restrictions. These restrictions limit watering for irrigation to twice per week and place a penalty for high consumption. The Town's current water subscription level is 3 million gallons per day from UTRWD.

In order to maintain service levels, personnel costs have increased in proportion to growth. The public works department submitted a budget request for an equipment operator dedicated to the sewer jetter. In addition to personnel costs, a transfer to the debt services fund totaling \$450,000 was made as payment on the 2018 CO, which is currently funding water improvements in both the north and south areas of Town. Internal service fund transfers increased in preparation of a large capital purchases in FY 2022.

SPECIAL TAXING DISTRICTS

The Town has three special taxing districts within its boundaries and ETJ: Public Improvement District #1 (Harvest), Public Improvement District #2 (The Highlands) and the Tax Increment Reinvestment Zone #1 (Canyon Falls). These districts allow assessments or taxes to be collected and dedicated to specific improvements or maintenance for a designated area.

Public Improvement District #1 (Harvest) funds common area maintenance within the Harvest community by way of a \$0.21 assessment on properties within the PID. As the PID continues to build out, the revenue from assessments will grow as well. The HOA management company oversees maintenance within Harvest and submits reimbursements to the Town, which are paid out as services.

Public Improvement District #2 (The Highlands) charges an annual per-acre assessment as payment towards the bonds used to fund improvements in the area. The expenditures of the PID are limited by the creation documents of the PID, and thus are fixed to a schedule laid out in the services assessment plan.

Tax Increment Reinvestment Zone (TIRZ) #1 (Canyon Falls) was created to fund public amenities and maintenance, specifically the trail system and dog park, and utilizes \$0.0909 of the Town's \$0.295 tax rate to fund those amenities. Most of the amenities are in place as of 2020, and the developer will receive reimbursement for those improvements as the fund generates revenue. The budget for maintenance reimbursements is limited to the revenue the district can generate.

PUBLIC SAFETY SPECIAL REVENUE FUNDS

The State places several limitations on the uses of funds collected through municipal court or police. Because of these statutory restrictions, funds dedicated to these sources are to be presented separately from general operating activities. This is the case for the following funds: court security funds, court technology fund, child safety special revenue fund, court online access fee fund, police asset forfeiture fund and police special training fund.

Revenue for the special revenue court funds and the child safety fund come from special fines charged on certain violations and each have very statutorily dedicated uses. As court revenues were affected by the pandemic, revenues for each of these funds are budgeted at the same amount as last year. The only exception is the online access fee, which has increased due to the increased utilization of online ticket processing. Court technology and court online access fee funds have FY 2021 budget requests for technology improvements including a court payment kiosk for the lobby. The kiosk will give defendants another way to pay fines that does not involve contact with employees, and will improve court efficiency through increased compliance. The child safety special revenue fund includes budget requests for an additional digital speed sign that can be mounted near areas with increased pedestrian traffic and crosswalk striping at the intersection of Glendale Lane and Parkland Lane in Canyon Falls.

The police asset forfeiture fund does not forecast revenue because of the difficulty predicting if or when seizures will be made, and if they will be awarded to the Town. The police special training fund is dedicated to grant funding from the Texas Commission of Law Enforcement for training officers in effective policing techniques to protect and serve all members of the public. The Town receives this grant each year for the training of police officers.

CAPITAL PROJECTS FUNDS

The Town has two main capital project funds: the capital projects fund, which handles all road and fire protection projects; and the water capital projects fund, dedicated to water and sewer infrastructure projects. The Town also has seven impact fee funds for water, sewer and roads which provide funding for projects outside of debt issuance. Impact fees come from new, active developments in the Town and are assessed based on the level of increased use of infrastructure caused by the new development.

The capital projects fund has three current ongoing projects: Old Justin Road improvements, Canyon Falls road failure repairs and installation of turn lanes at the intersection of Cleveland Gibbs and FM 407. These projects are funded through the remainder of the Series 2016 C.O.s. Budget requests for next year include resurfacing of Florance Road and Faught Road, and fire protection lines installed along Schober Road and Bingham Road. These projects are funded from the 2020 Tax Notes. Budget requests on the departmental page reflect the entire cost of the project. In the five-year capital improvement program located at the back of the budget, a detailed schedule of costs and useful life of the project are provided, along with individual project descriptions.

The water capital projects fund has four active projects. Two elevated storage tanks in the north and south areas of the Town are priority projects and take up a large portion of the water capital project fund. The south area of the Town will benefit from the construction of a pump station, ground storage tank and water transmission line. All of these assets are necessary to ensure adequate water supply and pressure to the businesses, hotels and apartment complexes located at the intersection of 35W and SH114. These improvements are funded from the proceeds from the Series 2018 C.O.s. FY2021 budget requests include two additional projects. The first is water and sewer improvements for the Catherine Branch land development, which include running a water line under 35W from the east to the west side of the highway. This will allow the Town to provide water service to tracts of land north of Texas Motor Speedway, which is projected to become a commercial district. To establish sewer services, a temporary wastewater treatment plant will be constructed along with lines to establish services. The provision of utility services to these areas is contingent on the annexation of these properties into the Town limits, further diversifying the property tax base. The projected tax revenue from the Catherine Branch properties once completed will be over \$1,000,000 per year. The final project being requested is a new pump station for the north area of town to meet projected demands.

The Town charges a cost recovery fee to homes constructed in Harvest to offset the proportional costs those residents place on the water system. This year there is a budget request for cost recovery fees to provide funding to the water capital projects fund for the construction of the North Area Pump Station. This pump station is necessary to accommodate the growth in customers and daily water users associated with Harvest.

The Town has two water impact fee funds, divided into two areas: north and south. The north water impact fee fund has experienced a large amount of growth due to new homes being constructed in the north area of the Town. Currently there are no projects budgeted for those funds. The south water impact fee fund has received most of its revenue from commercial construction on the south area of Town. Budget requests include \$1,200,000 in funding to be transferred to the water capital projects fund for the Catherine Branch Project.

Northlake has only one sewer impact fee zone which encompasses the entire town. Budget requests for FY 2021 include \$800,000 in funding to be transferred to the water capital projects fund for the sewer portion of the Catherine Branch Projects.

Roadway impact fees are broken up into four districts: northwest, northeast, southwest and southeast. The southwest does not currently have revenue and is not projected to generate revenue in the next fiscal year, therefore there is no fund presentation. Northwest road impact fees have grown over the past year with the Stardust Ranch development contributing substantially to the fund. The budget request for that fund is \$600,000 dedicated to Faught road improvements, which directly benefits the residents of Stardust Ranch. The northeast impact fee fund will also contribute \$1,200,000 to the project as well, because the road is split between the two impact fee zones. The primary driver of impact fee revenue for the northeast is The Ridge, Pecan Square and The Highlands developments. Each of these developments has a reimbursement agreement with the Town so that once each development has completed construction of roadway improvements, they can seek reimbursement for a portion of the roadway impact fees paid. Remaining fees are deposited into the impact fee fund for future planned projects. Southeast roadway impact fees have steadily come in as commercial development has occurred on the southeast section of town, but no projects or reimbursements are budgeted currently.



PROPERTY TAX CALCULATION



TOWN OF NORTHLAKE
Property Tax Summary

	Town	TIRZ	Penalties, Interest & Excess Collections	NET
<u>Certified Estimates Tax Year 2020</u>				
Total Certified Value as of July 24, 2020	\$ 1,244,290,924	\$ 232,882,995		
Less Exemptions:				
Disabled Veteran	\$ (8,389,797)	\$ (5,691,320)		
Over 65	\$ (1,830,000)			
Homestead Exemption	\$ (61,548,214)			
Homestead Cap	\$ (329,131)	\$ (26,009)		
Less Value Losses:				
Agricultural Productivity	\$ (57,054,030)	\$ -		
Non-profit Organization	\$ (10,259,246)	\$ (2,216,830)		
Abatements	\$ (64,039,580)	\$ -		
Freeport Inventory	\$ (369,239,829)	\$ -		
Pollution Control	\$ -	\$ -		
Total Reduction to Values	\$ (572,689,827)	\$ (7,934,159)		
Estimated ARB Minimum Values	\$ 498,591,085	\$ 34,485,717		
Net Taxable Value	\$ 1,170,192,182	\$ 259,434,553		
<u>Estimated Property Tax Collections:</u>				
Net Taxable Value	\$ 1,170,192,182	\$ 259,434,553		
Tax Rate per \$100 valuation	\$ 0.295	\$ 0.0909		
Estimated Property Tax Levy	\$ 3,452,067	\$ 235,826		
<u>Tax Rate Distribution Schedule:</u>				
	<u>Tax Rate per \$100</u>			
Maintenance and Operations	50%	\$ 0.146828		
Debt Service	50%	\$ 0.148172		
Total Distribution of Tax Rate		\$ 0.295000		
<u>Distribution of Estimated Tax Revenue:</u>				
Maintenance and Operations	\$ 1,718,170	\$ (117,376)	\$ 66,000	\$ 1,666,794
Debt Service	\$ 1,733,897	\$ (118,450)	\$ 55,500	\$ 1,670,947
Total Estimated Tax Revenue	\$ 3,452,067			\$ 3,337,741



ALL FUND SUMMARY

All Funds Summary Fiscal Year 2021

	General	Debt Service	Hotel Occupancy	EDC	CDC	Internal Services	Water & Wastewater	Special Taxing Districts	Special Revenue	Capital Projects	Total
Beginning Fund Balance	\$3,126,236	\$487,313	\$826,401	\$639,895	\$621,690	\$258,353	\$565,702	\$239,675	\$208,558	\$17,773,356	\$24,747,179
Revenue											
Property Tax	1,666,794	1,670,947						235,826			3,573,567
Sales Tax	1,005,000			500,000	500,000						2,005,000
Occupancy Tax			480,000								480,000
Court Fines & Fees	450,000								51,500		501,500
Franchise Fees	489,000										489,000
Development Revenues	2,484,450										2,484,450
Services & Fees	276,760			17,000	17,000	11,000			1,400		323,160
Water & Sewer Revenue							7,405,250				7,405,250
Assessments								1,520,437			1,520,437
Impact & Cost Recovery Fees										4,875,000	4,875,000
Internal Contributions						1,176,370					1,176,370
Interest	30,000	100	5,000	100	100	500	50		400	115,700	151,950
Total Revenue	\$ 6,402,004	\$ 1,671,047	\$ 485,000	\$ 517,100	\$ 517,100	\$ 1,187,870	\$ 7,405,300	\$ 1,756,263	\$ 53,300	\$ 4,990,700	\$ 24,985,684
Expenditures:											
Payroll & Benefits	3,750,152		70,024	50,349	54,474		883,199				4,808,198
Supplies	211,972		200	1,200	2,200	400,716	64,457		3,300		684,045
Maintenance	334,954				3,000	19,032	177,100	208,932	9,000		752,018
Utilities	23,840				-	63,400	79,100				166,340
Services	1,505,446	10,206	23,000	140,150	139,500	311,658	134,425	1,243,150	24,400	2,787,000	6,318,935
Internal Services	832,450		7,540	7,540	7,540		321,300				1,176,370
Wholesale Costs							4,250,000				4,250,000
Debt Service		2,479,887						283,025			2,762,912
Capital Outlay			1,000,000			300,000	300,000		60,000	18,865,000	20,525,000
Total Expenditures	\$ 6,658,814	\$ 2,490,093	\$ 1,100,764	\$ 199,239	\$ 206,714	\$ 1,094,806	\$ 6,209,581	\$ 1,735,107	\$ 96,700	\$ 21,652,000	\$ 41,443,818
Transfers & Debt Issuance											
Debt Issuance		7,000,000									7,000,000
Transfers In	310,000	450,000								10,860,000	11,620,000
Transfers Out	-	(7,000,000)		(30,000)	(30,000)		(700,000)			(3,860,000)	(11,620,000)
Total Transfers & Debt Issuance	\$ 310,000	\$ 450,000	\$ -	\$ (30,000)	\$ (30,000)	\$ -	\$ (700,000)	\$ -	\$ -	\$ 7,000,000	\$ 7,000,000
Net Increase (Decrease)	\$ 53,190	\$ (369,046)	\$ (615,764)	\$ 287,861	\$ 280,386	\$ 93,064	\$ 495,719	\$ 21,156	\$ (43,400)	\$ (9,661,300)	\$ (16,458,134)
Ending Fund Balance	\$ 3,179,426	\$ 118,267	\$ 210,637	\$ 927,756	\$ 902,076	\$ 351,417	\$ 1,061,421	\$ 260,831	\$ 165,158	\$ 8,112,056	\$ 15,289,044

Internal Service Funds - Technology Fund, Building Services Fund & Equipment Replacement Fund

Special Taxing Districts - Northlake PID #1, Northlake PID#2 & TIRZ #1

Special Revenue - Court Security Fund, Court Technology Fund, Police Asset Forfeiture, Police Special Training, Child Safety Special Revenue & Court Online Access Fees

Capital Projects - Capital Projects Fund, Water Capital Projects Fund, Cost Recovery Fees Fund, Water Impact Fees North Fund, Water Impact Fees South Fund, Sewer Impact Fees Fund, Northwest Roadway Impact Fees Fund, Northeast Roadway Impact Fees Fund, Southeast Roadway Impact Fees Fund



DEPARTMENTAL SUMMARIES



**TOWN OF NORTHLAKE
DEPARTMENT REPORT**

FTE	FY 2018 Actual	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Actual As of 6/30	FY 2020 Revised 09/30/2020	FY 2021 Adopted Budget
COUNCIL						
EXPENDITURES:						
Payroll & Benefits	2,071	1,769	2,600	1,499	2,572	5,100
Supplies	2,561	4,672	3,040	3,224	4,050	4,300
Utilities	807	292	750	-	-	-
Services	25,417	16,336	14,500	14,422	12,700	28,500
Internal Services	6,900	20,390	31,500	23,625	31,500	31,600
TOTAL EXPENSES:	37,757	43,458	52,390	42,770	50,822	69,500
ADMINISTRATION 4						
EXPENDITURES:						
Payroll & Benefits	627,579	791,953	910,190	728,220	908,045	530,975
Supplies	12,177	8,852	19,708	8,889	12,824	10,300
Maintenance	14,423	6,604	9,750	5,972	6,128	500
Utilities	1,376	1,431	1,200	2,292	2,500	1,500
Services	356,433	496,112	488,625	437,835	437,892	266,500
Internal Services	140,200	65,430	101,800	79,465	161,800	67,920
Capital Outlay	-	3,095	-	1,768,382	1,768,382	1,000,000
Transfers	-	-	-	-	-	-
TOTAL EXPENSES:	1,152,189	1,373,477	1,531,273	3,031,054	3,297,570	1,877,695
FINANCE 4						
EXPENDITURES:						
Payroll & Benefits	-	-	-	-	-	358,388
Supplies	-	-	-	-	-	10,525
Maintenance	-	-	-	-	-	600
Services	-	-	-	-	-	125,125
Internal Services	-	-	-	-	-	60,400
TOTAL EXPENSES:	-	-	-	-	-	555,038
MUNICIPAL COURT 3						
EXPENDITURES:						
Payroll & Benefits	196,283	216,712	225,713	188,619	225,353	230,062
Supplies	3,126	2,561	4,540	2,475	4,390	4,640
Maintenance	180	-	-	-	-	-
Services	32,669	22,975	26,000	18,240	22,600	28,000
Internal Services	25,200	36,830	55,800	41,850	55,800	45,290
Capital Outlay	-	543	-	-	-	-
TOTAL EXPENSES:	257,457	279,621	312,053	251,184	308,143	307,992



**TOWN OF NORTHLAKE
DEPARTMENT REPORT**

	FTE	FY 2018 Actual	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Actual As of 6/30	FY 2020 Revised 09/30/2020	FY 2021 Adopted Budget
DEVELOPMENT SERVICES							
	4						
EXPENDITURES:							
Payroll & Benefits		126,564	158,675	248,098	160,667	211,108	352,815
Supplies		3,639	3,770	20,000	2,480	18,950	5,000
Maintenance		624	985	2,400	666	633	3,783
Utilities		1,236	1,646	1,500	1,187	-	1,500
Services		456,190	450,267	580,000	556,483	531,076	767,650
Internal Services		22,300	27,180	35,000	26,250	45,000	72,380
Capital Outlay		-	3,095	-	-	-	-
TOTAL EXPENSES:		610,551	645,618	886,998	747,734	806,767	1,203,128
POLICE							
	21						
EXPENDITURES:							
Payroll & Benefits		1,151,746	1,301,829	1,724,560	1,321,850	1,591,873	2,101,600
Supplies		75,389	79,986	118,231	74,114	92,110	116,905
Maintenance		47,117	38,106	56,455	43,102	50,805	58,096
Utilities		8,614	7,645	10,040	7,287	9,540	10,040
Services		66,539	53,480	86,867	50,938	53,838	106,267
Internal Services		220,400	904,225	372,500	279,375	392,500	451,990
Capital Outlay		6,679	16,664	59,035	2,071	2,071	-
TOTAL EXPENSES:		1,576,484	2,401,934	2,427,688	1,778,736	2,192,737	2,844,898
PUBLIC WORKS							
	18						
EXPENDITURES:							
Payroll & Benefits		581,269	570,844	1,060,310	775,767	1,054,535	1,214,258
Supplies		71,400	72,706	113,312	76,675	94,591	128,359
Maintenance		311,167	249,310	311,085	298,318	300,010	452,075
Utilities		2,169,167	2,561,758	3,077,045	2,685,405	3,474,045	4,339,900
Services		82,303	123,428	89,500	177,648	170,544	104,500
Internal Services		143,500	197,445	301,400	229,610	321,400	446,790
Capital Outlay		1,590	901,179	487,500	400,694	407,860	300,000
TOTAL EXPENSES:		3,360,396	4,676,670	5,440,152	4,644,117	5,822,985	6,985,882
NON-DEPARTMENTAL							
EXPENDITURES:							
Payroll & Benefits		2,952	2,656	15,000	3,580	6,000	15,000
Supplies		462	-	-	-	-	-
Maintenance		318	-	-	-	-	-
Services		74,904	22,804	-	-	-	5,000
Incentives		587,794	915,590	258,646	59,947	122,079	510,979
Transfers		750,000	290,000	360,881	233,161	310,881	760,000
TOTAL EXPENSES:		1,416,431	1,231,049	634,527	296,687	438,960	1,290,979



MAJOR GOVERNMENTAL FUNDS



TOWN OF NORTH LAKE
GENERAL FUND

Fund: 100	FY 2018 Actual	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Actual As of 6/30	FY 2020 Revised 09/30/2020	FY 2021 Adopted Budget
BEGINNING FUND BALANCE:	1,878,278	1,847,823	2,377,211	3,075,444	3,075,444	3,126,236
REVENUES:						
Court Fines	510,818	512,290	500,000	382,792	425,000	450,000
Sales/Beverage Tax	642,746	757,432	780,000	602,784	751,000	1,005,000
Ad Valorem Taxes	885,559	1,014,024	1,475,462	1,254,626	1,270,049	1,666,794
Permits and Registrations	31,180	52,930	41,450	43,032	37,950	41,450
Franchise Fees	384,223	458,927	385,500	335,478	451,000	489,000
Building Permits	927,809	1,294,244	1,400,000	1,692,660	1,751,000	1,931,000
Development	579,345	1,227,914	507,000	190,186	187,000	512,000
Transfers	200,000	290,000	310,881	233,161	310,881	310,000
Contract Police Services	159,611	161,813	218,000	149,156	200,000	250,000
Interest	4,010	186,563	30,000	34,341	40,000	30,000
Service Fees	10,906	11,255	11,760	12,214	12,533	11,760
Adjustments	42,176	61,724	25,000	13,283	15,000	15,000
TOTAL REVENUE:	4,378,383	6,029,114	5,685,053	4,943,712	5,451,413	6,712,004
EXPENDITURES:						
Payroll & Benefits	2,174,912	2,480,586	3,317,886	2,513,838	3,136,803	3,180,127
Supplies	130,814	137,193	212,376	129,044	179,730	211,972
Maintenance	268,290	185,175	234,380	200,059	221,566	334,954
Utilities	18,971	19,273	25,915	18,833	21,465	23,840
Services	860,332	857,186	1,160,438	1,021,521	1,039,872	1,505,446
Internal Services	447,500	1,099,180	676,200	510,920	786,200	832,450
Capital Outlay	8,269	22,899	59,035	14,985	14,985	-
Transfers	500,000	-	-	-	-	-
TOTAL EXPENDITURES:	4,409,088	4,801,492	5,686,230	4,409,200	5,400,621	6,088,789
REV OVER/(UNDER) EXP	(30,705)	1,227,621	(1,177)	534,512	50,792	623,215
ENDING FUND BALANCE	1,847,573	3,075,444	2,376,034	3,609,956	3,126,236	3,749,451
BUDGET REQUESTS						
Police - Detective & Two Officers						279,000
Public Works - Two Maintenance Workers						133,600
Administrative - Management Assistant						84,000
Healthcare Costs Increase						7,000
2% Salary Market Adjustment						66,425
TOTAL BUDGET REQUESTS						570,025
REVISED REV OVER/(UNDER) EXP						53,190
REVISED ENDING FUND BALANCE						3,179,426



TOWN OF NORTH LAKE
DEBT SERVICE

Fund: 160

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Actual As of 6/30	FY 2020 Revised 09/30/2020	FY 2021 Adopted Budget
BEGINNING FUND BALANCE:	126,530	783,748	531,422	209,791	209,791	487,313
REVENUES:						
Taxes / Fees & Fines	630,735	827,474	901,111	1,259,758	1,256,534	1,670,947
Transfers	550,000	-	50,000	-	50,000	450,000
Bond Proceeds	-	12,000,000	-	-	-	7,000,000
Interest	2,688	59	1,200	37	100	100
TOTAL REVENUE:	1,183,423	12,827,532	952,311	1,259,795	1,306,634	9,121,047
EXPENDITURES:						
Services	2,988	32,679	5,206	2,575	5,206	10,206
Transfers	-	12,000,000	-	-	-	7,000,000
Debt Service	523,218	1,368,811	1,023,906	301,953	1,023,906	2,479,887
TOTAL EXPENDITURES:	526,205	13,401,490	1,029,112	304,528	1,029,112	9,490,093
REV OVER/(UNDER) EXP	657,218	(573,957)	(76,801)	955,267	277,522	(369,046)
ENDING FUND BALANCE	783,748	209,791	454,621	1,165,058	487,313	118,267



SPECIAL REVENUE FUNDS



TOWN OF NORTHLAKE
GRANTS FUND

Fund: 210

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Actual As of 6/30	FY 2020 Revised 09/30/2020	FY 2021 Adopted Budget
BEGINNING FUND BALANCE:	-	-	-	-	-	-
REVENUES:						
CARES Act - Relief Revenue	-	-	-	-	227,700	-
Interest	-	-	-	-	-	-
TOTAL REVENUE:	-	-	-	-	227,700	-
EXPENDITURES:						
Payroll & Benefits	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Services	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
TOTAL EXPENDITURES:	-	-	-	-	-	-
REV OVER/(UNDER) EXP	-	-	-	-	227,700	-
ENDING FUND BALANCE	-	-	-	-	227,700	-
BUDGET REQUESTS						
CARES Act Personnel Costs					67,568	
3 Direct Mailers (COVID Related)					15,000	
Safety Supplies & Equipment					17,132	
Intergovernmental Transfers					25,000	
Contactless Operations					38,000	
Software & Hardware					65,000	
TOTAL BUDGET REQUESTS					227,700	
REVISED REV OVER/(UNDER) EXP					(227,700)	
REVISED ENDING FUND BALANCE					-	



INTERNAL SERVICES FUNDS



UTILITY FUND



TOWN OF NORTH LAKE
WATER & WASTEWATER

Fund: 200

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Actual As of 6/30	FY 2020 Revised 09/30/2020	FY 2021 Adopted Budget
REVENUES:						
Water Sales	2,256,247	2,271,684	3,250,000	2,203,019	3,250,000	4,650,000
Water Fees	232,414	253,550	250,250	313,271	300,250	250,250
Sewer Sales	1,152,270	1,261,804	1,750,000	1,375,026	1,750,000	2,410,000
Sewer Fees	30,200	38,950	20,000	27,000	30,000	20,000
Fees	112,728	135,285	75,000	96,145	89,057	75,000
Developer Contributions	1,300,406	-	-	-	-	-
Interest	3,206	298	50	3,732	3,624	50
Adjustments	5,451	2,309	-	-	-	-
TOTAL REVENUE:	5,092,921	3,963,881	5,345,300	4,018,194	5,422,931	7,405,300
EXPENSES:						
Payroll & Benefits	402,466	421,879	669,276	536,765	669,111	789,824
Supplies	36,263	34,355	62,482	38,324	45,685	64,457
Maintenance	103,733	103,331	138,810	142,155	130,010	177,100
Wholesale Water	1,528,569	1,814,880	2,000,000	1,838,392	2,400,000	3,000,000
Sewer Treatment	595,042	689,547	1,000,000	786,885	1,000,000	1,250,000
Utilities	38,618	49,071	64,620	52,061	64,620	79,100
Services	189,552	250,760	145,600	199,722	183,809	134,425
Internal Services	104,100	142,615	205,100	155,605	205,100	321,300
Capital Outlay	-	901,677	487,500	400,694	407,860	300,000
Transfers	200,000	230,000	300,881	188,161	250,881	700,000
TOTAL EXPENSES:	3,198,343	4,638,116	5,074,269	4,338,763	5,357,076	6,816,206
REV OVER/(UNDER) EXP	1,894,578	(674,235)	271,031	(320,569)	65,855	589,094
ENDING CASH RESERVES	1,010,511	499,847	101,269	179,278	565,702	1,154,796
BUDGET REQUESTS						
PW Position - Equipment Operator						71,000
Healthcare Costs Increase						5,000
2% Salary Market Adjustment						17,375
TOTAL BUDGET REQUESTS						93,375
REVISED REV OVER/(UNDER) EXP						
						495,719
REVISED ENDING CASH RESERVES						
						1,061,421



SPECIAL TAXING DISTRICTS FUNDS



TOWN OF NORTHLAKE

NORTHLAKE PID#1 - HARVEST COMMUNITY

Fund: 401

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Actual As of 6/30	FY 2020 Revised 09/30/2020	FY 2021 Adopted Budget
BEGINNING FUND BALANCE:	758	4,133	(116)	17,169	17,169	55,353
REVENUES:						
Assessments	506,535	785,055	1,005,480	1,048,248	1,046,673	1,200,000
Transfers	-	-	-	-	-	-
Interest	-	-	-	-	-	-
TOTAL REVENUE:	506,535	785,055	1,005,480	1,048,248	1,046,673	1,200,000
EXPENDITURES:						
Services	503,161	772,020	1,005,480	959,429	1,008,489	1,200,000
TOTAL EXPENDITURES:	503,161	772,020	1,005,480	959,429	1,008,489	1,200,000
REV OVER/(UNDER) EXP	3,375	13,036	-	88,819	38,184	-
ENDING FUND BALANCE	4,133	17,169	(116)	105,988	55,353	55,353



TOWN OF NORTHLAKE
NORTHLAKE PID#2 - THE HIGHLANDS

Fund: 402

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Actual As of 6/30	FY 2020 Revised 09/30/2020	FY 2021 Adopted Budget
BEGINNING FUND BALANCE:	118,594	125,790	147,046	143,926	143,926	153,510
REVENUES:						
Assessments	316,279	318,747	320,437	316,726	315,400	320,437
Interest	482	-	10,000	-	-	-
TOTAL REVENUE:	316,760	318,747	330,437	316,726	315,400	320,437
EXPENDITURES:						
Maintenance	21,436	11,041	11,041	-	11,041	11,717
Services	15,334	10,218	13,150	1,984	13,150	13,150
Debt Service	272,795	279,352	281,625	50,813	281,625	283,025
TOTAL EXPENDITURES:	309,565	300,612	305,816	52,796	305,816	307,892
REV OVER/(UNDER) EXP	7,196	18,136	24,621	263,930	9,584	12,545
ENDING FUND BALANCE	125,790	143,926	171,667	407,856	153,510	166,055



TOWN OF NORTH LAKE
TAX INCREMENT REINVESTMENT ZONE #1

Fund: 451

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Actual As of 6/30	FY 2020 Revised 09/30/2020	FY 2021 Adopted Budget
BEGINNING FUND BALANCE:	5,197	46,896	46,896	169,182	169,182	30,812
REVENUES:						
Ad Valorem Taxes	73,451	127,027	178,149	173,105	175,000	235,826
TOTAL REVENUE:	73,451	127,027	178,149	173,105	175,000	235,826
EXPENSES:						
Maintenance	-	-	143,839	131,344	131,344	197,215
Services	31,751	4,741	30,000	360	30,000	30,000
Capital Outlay	-	-	-	152,026	152,026	-
TOTAL EXPENSES:	31,751	4,741	173,839	283,729	313,370	227,215
REV OVER/(UNDER) EXP	41,700	122,286	4,310	(110,625)	(138,370)	8,611
ENDING FUND BALANCE	46,896	169,182	51,206	58,557	30,812	39,423



**PUBLIC SAFETY
SPECIAL
REVENUE FUNDS**



TOWN OF NORTH LAKE
COURT SECURITY FUND

Fund: 120

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Actual As of 6/30	FY 2020 Revised 09/30/2020	FY 2021 Adopted Budget
BEGINNING FUND BALANCE:	99,558	60,324	(2,676)	(9,363)	(9,363)	(2,563)
REVENUES:						
Court Security	9,939	9,856	12,000	8,258	12,000	12,000
Interest	2,878	213	9,000	-	300	300
TOTAL REVENUE:	12,817	10,068	21,000	8,258	12,300	12,300
EXPENDITURES:						
Services	5,758	4,756	9,000	2,846	5,500	9,000
Internal Services	-	75,000	-	-	-	-
Transfers	46,293	-	-	-	-	-
TOTAL EXPENDITURES:	52,051	79,756	9,000	2,846	5,500	9,000
REV OVER/(UNDER) EXP	(39,234)	(69,687)	12,000	5,412	6,800	3,300
ENDING FUND BALANCE	60,324	(9,363)	9,324	(3,951)	(2,563)	737



TOWN OF NORTH LAKE
POLICE ASSET FORFEITURE

Fund: 150

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Actual As of 6/30	FY 2020 Revised 09/30/2020	FY 2021 Adopted Budget
BEGINNING FUND BALANCE:	3,742	10,084	10,099	11,459	11,459	13,769
REVENUES:						
Seized Monies & Goods	6,938	2,751	-	3,921	2,600	-
Interest	4	15	15	9	10	-
TOTAL REVENUE:	6,942	2,766	15	3,930	2,610	-
EXPENDITURES:						
Services	600	1,391	-	300	300	-
TOTAL EXPENDITURES:	600	1,391	-	300	300	-
REV OVER/(UNDER) EXP	6,342	1,375	15	3,630	2,310	-
ENDING FUND BALANCE	10,084	11,459	10,114	15,090	13,769	13,769



TOWN OF NORTH LAKE
POLICE SPECIAL TRAINING

Fund: 151	FY 2018 Actual	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Actual As of 6/30	FY 2020 Revised 09/30/2020	FY 2021 Adopted Budget
BEGINNING FUND BALANCE:	416	473	-	3,628	3,628	3,628
REVENUES:						
State Training Funds	1,377	3,155	1,400	-	1,400	1,400
TOTAL REVENUE:	<u>1,377</u>	<u>3,155</u>	<u>1,400</u>	<u>-</u>	<u>1,400</u>	<u>1,400</u>
EXPENDITURES:						
Services	1,320	-	1,400	-	1,400	1,400
TOTAL EXPENDITURES:	<u>1,320</u>	<u>-</u>	<u>1,400</u>	<u>-</u>	<u>1,400</u>	<u>1,400</u>
REV OVER/(UNDER) EXP	57	3,155	-	-	-	-
ENDING FUND BALANCE	<u>473</u>	<u>3,628</u>	<u>-</u>	<u>3,628</u>	<u>3,628</u>	<u>3,628</u>



CAPITAL PROJECT FUNDS



TOWN OF NORTHLAKE
WATER CAPITAL PROJECTS

Fund: 203	FY 2018	FY 2019	FY 2020	FY 2020	FY 2020	FY 2021
	Actual	Actual	Original	Actual	Revised	Adopted
			Budget	As of 6/30	09/30/2020	Budget
BEGINNING FUND BALANCE:	46,978	42,121	12,097,634	12,200,876	12,200,876	9,238,781
REVENUES:						
Transfers	-	12,000,000	-	-	-	5,560,000
Interest	26,122	293,976	-	96,465	100,000	50,000
Adjustments	-	12,058	-	-	-	-
TOTAL REVENUE:	26,122	12,306,034	-	96,465	100,000	5,610,000
EXPENSES:						
Services	338	117,249	5,300	16,445	12,095	-
Capital Outlay	-	-	10,850,000	2,930,765	3,050,000	6,925,000
Transfers	-	-	-	-	-	-
Debt Service	30,642	30,030	30,581	4,891	-	-
TOTAL EXPENSES:	30,979	147,279	10,885,881	2,952,101	3,062,095	6,925,000
REV OVER/(UNDER) EXP	(4,857)	12,158,755	(10,885,881)	(2,855,637)	(2,962,095)	(1,315,000)
ENDING FUND BALANCE	42,121	12,200,876	1,211,753	9,345,239	9,238,781	7,923,781
BUDGET REQUESTS						
Catherine Branch Projects						5,500,000
North Area Pump Station & SCADA						60,000
TOTAL BUDGET REQUESTS						5,560,000
REVISED REV OVER/(UNDER) EXP						
						(6,875,000)
REVISED ENDING FUND BAL						
						2,363,781



TOWN OF NORTH LAKE
COST RECOVERY

Fund: 201

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Actual As of 6/30	FY 2020 Revised 09/30/2020	FY 2021 Adopted Budget
BEGINNING FUND BALANCE:	428,237	431,147	824,797	863,886	863,886	1,292,926
REVENUES:						
Cost Recovery Fees	-	433,149	200,000	336,884	428,040	300,000
Interest	3,000	399	-	1,135	1,000	1,000
TOTAL REVENUE:	3,000	433,548	200,000	338,019	429,040	301,000
EXPENSES:						
Services	90	810	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
TOTAL EXPENSES:	90	810	-	-	-	-
REV OVER/(UNDER) EXP	2,910	432,738	200,000	338,019	429,040	301,000
ENDING FUND BALANCE	431,147	863,886	1,024,797	1,201,905	1,292,926	1,593,926

BUDGET REQUESTS

North Area Pump Station & SCADA
(Transfer to Water Capital Projects)

60,000

TOTAL BUDGET REQUESTS

60,000

REVISED REV OVER/(UNDER) EXP

241,000

REVISED ENDING FUND BAL

1,533,926



TOWN OF NORTH LAKE
WATER IMPACT FEES - NORTH

Fund: 202

	FY 2018 Actual	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Actual As of 6/30	FY 2020 Revised 09/30/2020	FY 2021 Adopted Budget
BEGINNING FUND BALANCE:	279,528	595,318	747,018	875,475	875,475	1,175,475
REVENUES:						
Water Impact Fees	338,973	440,606	400,000	1,065,723	1,000,000	1,400,000
Interest	2,695	85	1,700	52	-	-
Adjustments	13,277	-	-	-	-	-
TOTAL REVENUE:	354,945	440,691	401,700	1,065,775	1,000,000	1,400,000
EXPENSES:						
Services	29,521	159,457	100,000	597,642	700,000	850,000
Capital Outlay	-	1,077	-	-	-	-
Transfers	-	-	-	-	-	-
Debt Service	9,634	-	-	-	-	-
TOTAL EXPENSES:	39,155	160,534	100,000	597,642	700,000	850,000
REV OVER/(UNDER) EXP	315,790	280,157	301,700	468,133	300,000	550,000
ENDING FUND BALANCE	595,318	875,475	1,048,718	1,343,608	1,175,475	1,725,475



**TOWN OF NORTHLAKE
SEWER IMPACT FEES**

Fund: 205	FY 2018 Actual	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Actual As of 6/30	FY 2020 Revised 09/30/2020	FY 2021 Adopted Budget
BEGINNING FUND BALANCE:	-	-	-	-	-	887,637
REVENUES:						
Sewer Impact Fees	-	-	-	120,498	160,000	500,000
Transfers	-	-	-	727,637	727,637	-
Interest	-	-	-	237	-	-
TOTAL REVENUE:	-	-	-	848,372	887,637	500,000
EXPENSES:						
Services	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Transfers	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
TOTAL EXPENSES:	-	-	-	-	-	-
REV OVER/(UNDER) EXP	-	-	-	848,372	887,637	500,000
ENDING FUND BALANCE	-	-	-	848,372	887,637	1,387,637
BUDGET REQUESTS						
Catherine Branch Projects (Transfer Out to Water Capital Projects)						800,000
TOTAL BUDGET REQUESTS						800,000
REVISED REV OVER/(UNDER) EXP						(300,000)
REVISED ENDING FUND BAL						587,637



TOWN OF NORTH LAKE
NORTHEAST ROADWAY IMPACT FEES

Fund: 397	FY 2018 Actual	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Actual As of 6/30	FY 2020 Revised 09/30/2020	FY 2021 Adopted Budget
BEGINNING FUND BALANCE:	-	156,123	-	785,146	785,146	914,146
REVENUES:						
Roadway Impact Fees	156,123	629,023	-	1,310,121	1,400,000	1,900,000
Transfers	-	-	-	-	-	-
Interest	-	-	-	3,614	4,000	3,000
TOTAL REVENUE:	156,123	629,023	-	1,313,735	1,404,000	1,903,000
EXPENSES:						
Services	-	-	-	1,138,499	1,275,000	1,615,000
TOTAL EXPENSES:	-	-	-	1,138,499	1,275,000	1,615,000
REV OVER/(UNDER) EXP	156,123	629,023	-	175,236	129,000	288,000
ENDING FUND BALANCE	156,123	785,146	-	960,383	914,146	1,202,146
BUDGET REQUESTS						
Faught Road Project (Transfer Out to Capital Projects)						1,200,000
TOTAL BUDGET REQUESTS						1,200,000
REVISED REV OVER/(UNDER) EXP						(912,000)
REVISED ENDING FUND BAL						2,146



TOWN OF NORTHLAKE
SOUTHEAST ROADWAY IMPACT FEES

Fund: 399	FY 2018 Actual	FY 2019 Actual	FY 2020 Original Budget	FY 2020 Actual As of 6/30	FY 2020 Revised 09/30/2020	FY 2021 Adopted Budget
BEGINNING FUND BALANCE:	36,407	625,244	-	999,957	999,957	1,209,957
REVENUES:						
Roadway Impact Fees	588,838	374,713	-	195,281	200,000	175,000
Transfers	-	-	-	-	-	-
Interest	-	-	-	11,467	10,000	10,000
TOTAL REVENUE:	588,838	374,713	-	206,748	210,000	185,000
EXPENSES:						
Services	-	-	-	-	-	-
TOTAL EXPENSES:	-	-	-	-	-	-
REV OVER/(UNDER) EXP	588,838	374,713	-	206,748	210,000	185,000
ENDING FUND BALANCE	625,244	999,957	-	1,206,705	1,209,957	1,394,957



**FIVE-YEAR
CAPITAL
IMPROVEMENT
PROGRAM**

TOWN OF NORTHLAKE

FIVE YEAR CAPITAL IMPROVEMENT PROGRAM

Project Title	To Date	5 Yr. Outlay Schedule of Costs					Total Cost
		2021	2022	2023	2024	2025+	
Old Justin Rd (Faught to 1,800 ft. east)	50,000	300,000					350,000
Canyon Falls Road Failures	20,000	580,000					600,000
Cleveland Gibbs Turn Lanes (FM 407)	50,000	200,000					250,000
1.25 MG North Elevated Storage Tank & Line	2,850,000	750,000					3,600,000
0.75 MG South Elevated Storage Tank	150,000	2,550,000	550,000				3,250,000
South Pump Station & Ground Storage Tank		3,000,000	500,000				3,500,000
South Transmission Line		50,000	1,125,000	75,000			1,250,000
Schober & Bingham Fire Protection Lines		300,000					300,000
North Area Pump Station & SCADA		60,000					60,000
Florance Road (Strader to Yarbrough)		1,300,000	1,300,000				2,600,000
Faught Road (Old Justin to Robson Ranch)		1,800,000	600,000				2,400,000
Catherine Branch (Water Improvements)		1,200,000	700,000				1,900,000
Catherine Branch (Sewer Improvements)		1,800,000	1,800,000				3,600,000
North Ground Storage Tank 600 KG			1,350,000				1,350,000
North Area Water Line (Strader to Blair)			500,000	500,000			1,000,000
Phase 1 Sewer Trunk Line				2,000,000	8,000,000	3,305,000	13,305,000
	\$ 3,120,000	\$ 13,890,000	\$ 8,425,000	\$ 2,575,000	\$ 8,000,000	\$ 3,305,000	\$ 39,315,000

Sources of Funding	To Date	5 Yr. Outlay Schedule of Funding					Total Funding
		2021	2022	2023	2024	2025+	
2016 Certificates of Obligation	120,000	1,080,000					1,200,000
2018 Certificates of Obligation	3,000,000	6,350,000	2,175,000	75,000			11,600,000
2020 Tax Notes		2,600,000	4,400,000				7,000,000
Cost Recovery Fee		60,000	1,350,000				1,410,000
Northeast Roadway Impact Fee		600,000					600,000
Northwest Roadway Impact Fee		1,200,000					1,200,000
North Water Impact Fee			500,000	500,000			1,000,000
South Water Impact Fee		1,200,000					1,200,000
Sewer Impact Fee		800,000					800,000
Future Debt				2,000,000	8,000,000	3,305,000	13,305,000
	\$ 3,120,000	\$ 13,890,000	\$ 8,425,000	\$ 2,575,000	\$ 8,000,000	\$ 3,305,000	\$ 39,315,000



OLD JUSTIN ROAD



TOTAL COSTS

\$350,000

FUNDING SOURCE

2016 Certificates of Obligation

USEFUL LIFE OF ASSET

20 years

PROJECT PHASE

Design

PROJECT DESCRIPTION

Reconstruction on Old Justin Road from Faught Road to 1,800 ft. east will improve mobility and mitigate flood risk. This project will remove the existing culvert and replace it with a properly sized and aligned culvert to ensure water flow under the roadway and maintain structural integrity for vehicles passing over.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	2020	2021	2022	2023	2024	2025+	
FUNDING SOURCE 2016 Certificates of Obligation	\$50,000	\$300,000	-	-	-	-	\$350,000
PROJECT EXPENDITURES Capital Project Fund	\$50,000	\$300,000	-	-	-	-	\$350,000

CANYON FALLS ROAD FAILURES



TOTAL COSTS

\$600,000

FUNDING SOURCE

2016 Certificates of Obligation

USEFUL LIFE OF ASSET

20 years

PROJECT PHASE

Design

PROJECT DESCRIPTION

Roads within the Canyon Falls community have failed from foundational failures and the Town is improving these assets to expand their long term useful life. Canyon Falls is developing rapidly and approaching build-out while new residents move in weekly. This development will stress the current road system and these repairs will ensure streets are safe and property values are maintained. The Town will continue to seek reimbursement from the contractor for the road failures.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	2020	2021	2022	2023	2024	2025+	
FUNDING SOURCE 2016 Certificates of Obligation	\$20,000	\$580,000	-	-	-	-	\$600,000
PROJECT EXPENDITURES Capital Project Fund	\$20,000	\$580,000	-	-	-	-	\$600,000



CLEVELAND GIBBS TURN LANES (FM 407)



TOTAL COSTS

\$250,000

FUNDING SOURCE

2016 Certificates of Obligation

USEFUL LIFE OF ASSET

20 years

PROJECT PHASE

Design

PROJECT DESCRIPTION

With the development of Harvest and Canyon Falls traffic on this main thoroughfare will increase. Access to commercial areas in Harvest will be limited without road and mobility improvements. This main roadway may also serve as a potential school bus route as Northlake’s school system expands. In order to prepare for increased demand Northlake’s public works crews will strengthen the road by pouring concrete so the road can withstand water tankers, concrete haulers and increased through traffic by designated turn lanes.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	2020	2021	2022	2023	2024	2025+	
FUNDING SOURCE 2016 Certificates of Obligation	\$50,000	\$200,000	-	-	-	-	\$250,000
PROJECT EXPENDITURES Capital Project Fund	\$50,000	\$200,000	-	-	-	-	\$250,000



NORTH ELEVATED STORAGE TANK AND WATER LINE



TOTAL COSTS

\$3,600,000

FUNDING SOURCE

2018 Certificates of Obligation

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Construction

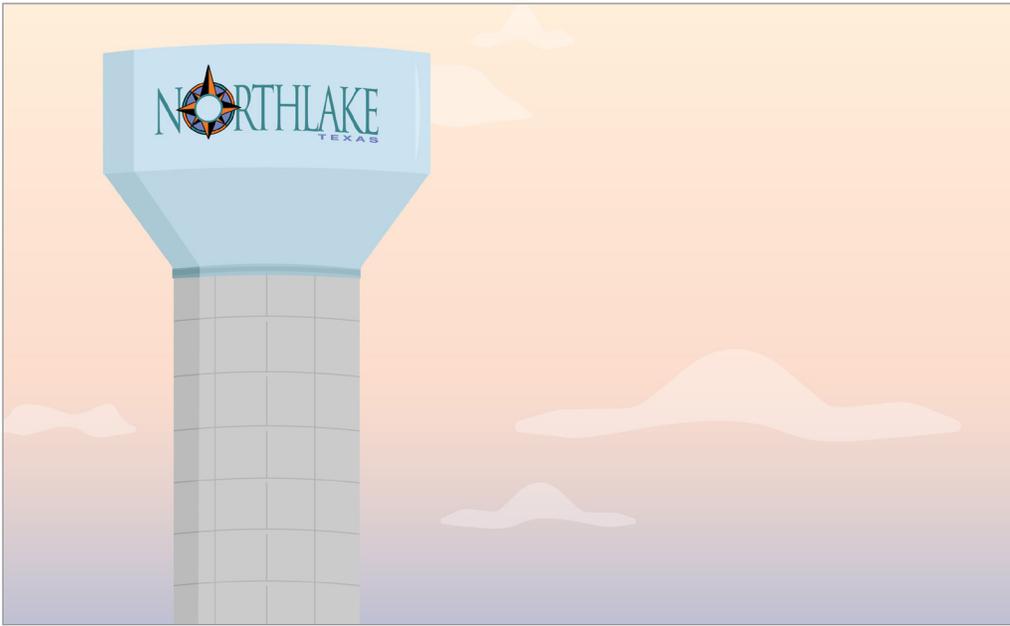
PROJECT DESCRIPTION

Improvements include a 1.25-million-gallon elevated water storage tank (EST) in the North Pressure Plain. This EST will assist the Town in providing safe and reliable water to the public by expanding our water capacity, storage and improve distribution of water to residents' homes and commercial businesses.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	2020	2021	2022	2023	2024	2025+	
FUNDING SOURCE 2018 Certificates of Obligation	\$2,850,000	\$750,000	-	-	-	-	\$3,600,000
PROJECT EXPENDITURES Water Capital Project Fund	\$2,850,000	\$750,000	-	-	-	-	\$3,600,000

SOUTH ELEVATED STORAGE TANK



TOTAL COSTS

\$3,250,000

FUNDING SOURCE

2018 Certificates of Obligation

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Design

PROJECT DESCRIPTION

Phase II improvements of the South Pressure Plain include a 0.75-million-gallon elevated water storage tank (EST). The Town has acquired the site for the EST, and the tank will be composite style construction, including a pedestal and steel storage tank bowl. The tank overflow elevation will be 780 ft. The tank will include two (2) Town logos. The scope also includes SCADA design, geotechnical and surveying. This EST will assist the Town in providing safe and reliable water to the public by expanding water capacity and storage, and will improve distribution of water to residents' homes and commercial businesses.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	2020	2021	2022	2023	2024	2025+	
FUNDING SOURCE 2018 Certificates of Obligation	\$150,000	\$2,550,000	\$550,000	-	-	-	\$3,250,000
PROJECT EXPENDITURES Water Capital Project Fund	\$150,000	\$2,550,000	\$550,000	-	-	-	\$3,250,000

SOUTH GROUND STORAGE TANK AND PUMP STATION



TOTAL COSTS	\$3,500,000
FUNDING SOURCE	2018 Certificates of Obligation
USEFUL LIFE OF ASSET	30 years
PROJECT PHASE	Design

PROJECT DESCRIPTION

Phase II improvements of the South Pressure Plain include the 0.5-million-gallon ground water storage tank (GST) and pump. The Town acquired the site for the GST and pump station as well as all necessary water line easements. The site is approximately 400' x 180' located at Chadwick Farms and includes an access easement from SH114. This station will include a firm pumping capacity of 3.1 MGD and all essential equipment to operate efficiently. The pump station will allow the Town to deliver water to an elevated site and connect to residential water lines in the South Pressure Plain.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	2020	2021	2022	2023	2024	2025+	
FUNDING SOURCE 2018 Certificates of Obligation	-	\$3,000,000	\$500,000	-	-	-	\$3,500,000
PROJECT EXPENDITURES Water Capital Project Fund	-	\$3,000,000	\$500,000	-	-	-	\$3,500,000

SOUTH TRANSMISSION LINES



TOTAL COSTS

\$1,250,000

FUNDING SOURCE

2018 Certificates of Obligation

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Design

PROJECT DESCRIPTION

The water line will begin at the City of Fort Worth and extend a 16” diameter pipeline to the Town’s south pump station (Segment A). The second half of the line will extend from the discharge station and connect to the existing water lines on the south side of SH114 (Segment B). This 24” diameter transmission line will connect to the Town’s system on the north side of SH114 to improve the Town’s water delivery capacity. These lines will service multiple apartment complexes and communities and allow the Town to meet expanded service demand from population growth.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	2020	2021	2022	2023	2024	2025+	
FUNDING SOURCE 2018 Certificates of Obligation	-	\$50,000	\$1,125,000	\$75,000	-	-	\$1,250,000
PROJECT EXPENDITURES Water Capital Project Fund	-	\$50,000	\$1,125,000	\$75,000	-	-	\$1,250,000

SCHOBER & BINGHAM FIRE PROTECTION LINES



TOTAL COSTS

\$300,000

FUNDING SOURCE

2020 Tax Notes

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Design

PROJECT DESCRIPTION

The Town is expanding water lines to provide access to fire safety personnel and mitigate risk. These lines will lower insurances rates for residents who live along them and improve the Town’s ability to respond to emergencies. Reducing response times and preventing property damage are departmental goals, and this project seeks to achieve both through improved infrastructure.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	2020	2021	2022	2023	2024	2025+	
FUNDING SOURCE 2020 Tax Notes	-	\$300,000	-	-	-	-	\$300,000
PROJECT EXPENDITURES Capital Project Fund	-	\$300,000	-	-	-	-	\$300,000

NORTH AREA PUMP STATION SCADA



TOTAL COSTS

\$60,000

FUNDING SOURCE

Cost Recovery Fee

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Design

PROJECT DESCRIPTION

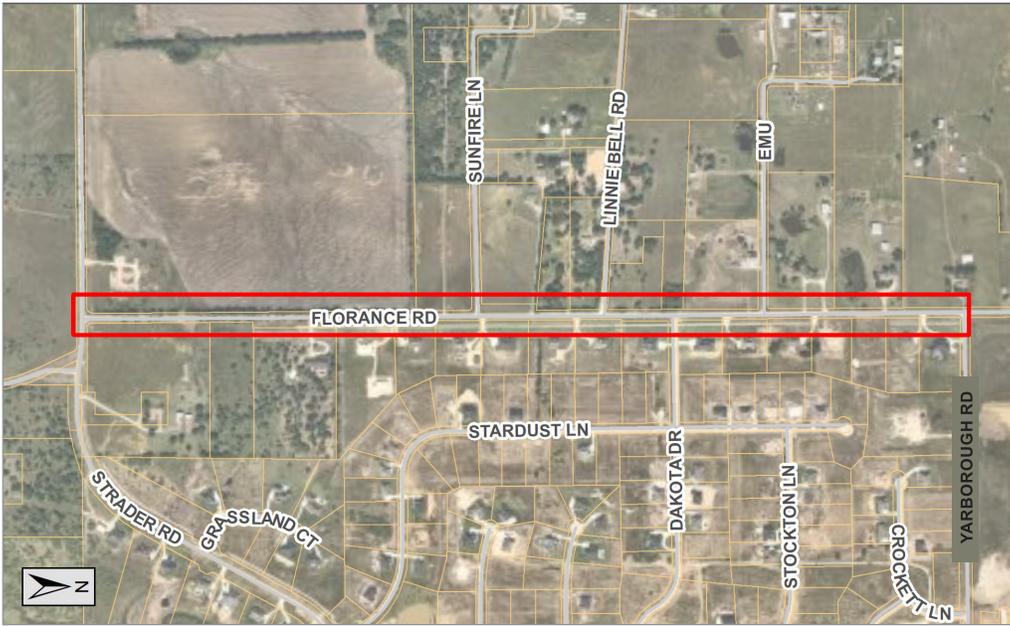
SCADA (Supervisory Control and Data Acquisition) systems are designed to collect field information, transfer it to a central computer facility, and display the information to the operator graphically or textually, thereby allowing the operator to monitor or control an entire system from a central location in real time. This system collects field information from the Town’s water storage tanks and displays key data to an operator for informed decision making.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	2020	2021	2022	2023	2024	2025+	
FUNDING SOURCE Cost Recovery Fee	-	\$60,000	-	-	-	-	\$60,000
PROJECT EXPENDITURES Water Capital Project Fund	-	\$60,000	-	-	-	-	\$60,000



FLORANCE ROAD (STRADER TO YARBROUGH)



TOTAL COSTS

\$2,600,000

FUNDING SOURCE

2020 Tax Notes

USEFUL LIFE OF ASSET

20 years

PROJECT PHASE

Planning

PROJECT DESCRIPTION

Florance Road requires repairs due to asphalt and subgrade failures. This road was not intended for heavy trucks and the increased weight has damaged the infrastructure. Northlake’s public works crews will mill the roads surface, stabilize subgrade, and repave sections as necessary. Implementing these repairs will address the underlying problems and strengthen the road for years of heavy use. Right-of-way acquisition costs are included in the total budget for this project.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	2020	2021	2022	2023	2024	2025+	
FUNDING SOURCE 2020 Tax Notes	-	\$1,300,000	\$1,300,000	-	-	-	\$2,600,000
PROJECT EXPENDITURES Capital Project Fund	-	\$1,300,000	\$1,300,000	-	-	-	\$2,600,000

FAUGHT ROAD (OLD JUSTIN TO ROBSON RANCH)



TOTAL COSTS

\$2,400,000

FUNDING SOURCE

2020 Tax Notes, NW Roadway
Impact Fees, NE Roadway
Impact Fees

USEFUL LIFE OF ASSET

20 years

PROJECT PHASE

Planning

PROJECT DESCRIPTION

Faught Road requires repairs due to asphalt and subgrade failures. Road upgrades will improve mobility and mitigate flood risk. This road was not intended for heavy trucks and the increased weight has damaged the infrastructure. Our public works crews will mill the roads surface, stabilize subgrade, and repave sections as necessary. Implementing these repairs will address the underlying problems and strengthen the road for years of heavy use. Right-of-way acquisition costs are included in the total budget for this project.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	2020	2021	2022	2023	2024	2025+	
FUNDING SOURCE							
2020 Tax Notes	-	-	\$600,000	-	-	-	\$600,000
NW Roadway Impact Fees	-	\$600,000	-	-	-	-	\$600,000
NE Roadway Impact Fees	-	\$1,200,000	-	-	-	-	\$1,200,000
PROJECT EXPENDITURES							
Capital Project Fund	-	\$1,800,000	\$600,000	-	-	-	\$2,400,000



CATHERINE BRANCH WATER IMPROVEMENTS



TOTAL COSTS

\$1,900,000

FUNDING SOURCE

2020 Tax Notes, South Water
Impact Fees

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Planning

PROJECT DESCRIPTION

Catherine Branch will serve future commercial development for the Town of Northlake, and is strategically located off I-35W and near Texas Motor Speedway. Northlake is improving the Town's infrastructure to incentivize businesses to locate within the Town limits and contribute to its tax base. Diversifying the tax base reduces the tax burden on residents and allows Northlake to provide affordable and high-quality government services. Catherine Branch will serve as a key commercial zone, and improve Northlake's reputation as destination for business and economic development.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	2020	2021	2022	2023	2024	2025+	
FUNDING SOURCE							
2020 Tax Notes	-	-	\$700,000	-	-	-	\$700,000
South Water Impact Fee	-	\$1,200,000	-	-	-	-	\$1,200,000
PROJECT EXPENDITURES							
Water Capital Project Fund	-	\$1,200,000	\$700,000	-	-	-	\$1,900,000



CATHERINE BRANCH SEWER IMPROVEMENTS



TOTAL COSTS

\$3,600,000

FUNDING SOURCE

2020 Tax Notes, Sewer Impact
Fee

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Planning

PROJECT DESCRIPTION

Catherine Branch will serve future commercial development for the Town of Northlake, and is strategically located off I-35W and near Texas Motor Speedway. Northlake is improving the Town's infrastructure to incentivize businesses to locate within the Town limits and contribute to its tax base. Diversifying the tax base reduces the tax burden on residents and allows Northlake to provide affordable and high-quality government services. Catherine Branch will serve as a key commercial zone, and improve Northlake's reputation as destination for business and economic development.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	2020	2021	2022	2023	2024	2025+	
FUNDING SOURCE							
2020 Tax Notes	-	\$1,000,000	\$1,800,000	-	-	-	\$2,800,000
Sewer Impact Fee	-	\$800,000	-	-	-	-	\$800,000
PROJECT EXPENDITURES							
Water Capital Project Fund	-	\$1,800,000	\$1,800,000	-	-	-	\$3,600,000



NORTH GROUND STORAGE TANK 600 KG



TOTAL COSTS

\$1,350,000

FUNDING SOURCE

Cost Recovery Fee Fund

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Planning

PROJECT DESCRIPTION

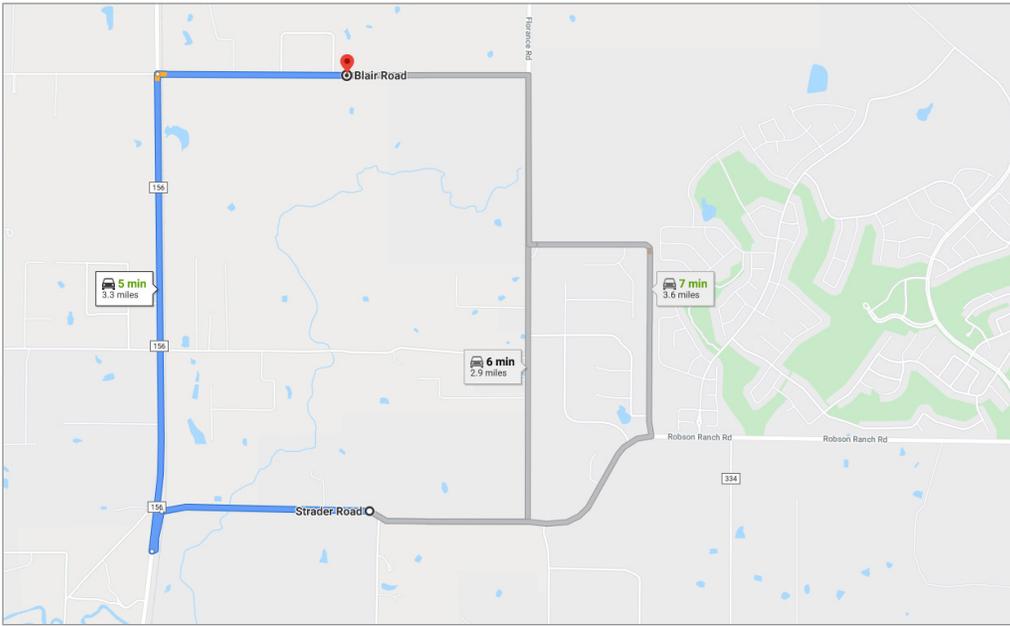
The 0.6 MG ground water storage tank (GST), and pump for Phase III improvements of the North Pressure Plain. The Town acquired the site for the GST and pump station as well as all necessary water line easements. The location is at the intersection of FM 407 and Thompson Road. The GST and pump station will maintain water pressure and provide water to the residents in the North Pressure Plain including Harvest, The Highlands, and Pecan Square and Prairie View Farms communities.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	2020	2021	2022	2023	2024	2025+	
FUNDING SOURCE Cost Recovery Fund	-	-	\$1,350,000	-	-	-	\$1,350,000
PROJECT EXPENDITURES Water Capital Project Fund	-	-	\$1,350,000	-	-	-	\$1,350,000



NORTH AREA WATER LINE (STRADER TO BLAIR)



TOTAL COSTS

\$1,000,000

FUNDING SOURCE

NW Water Impact Fee

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Planning

PROJECT DESCRIPTION

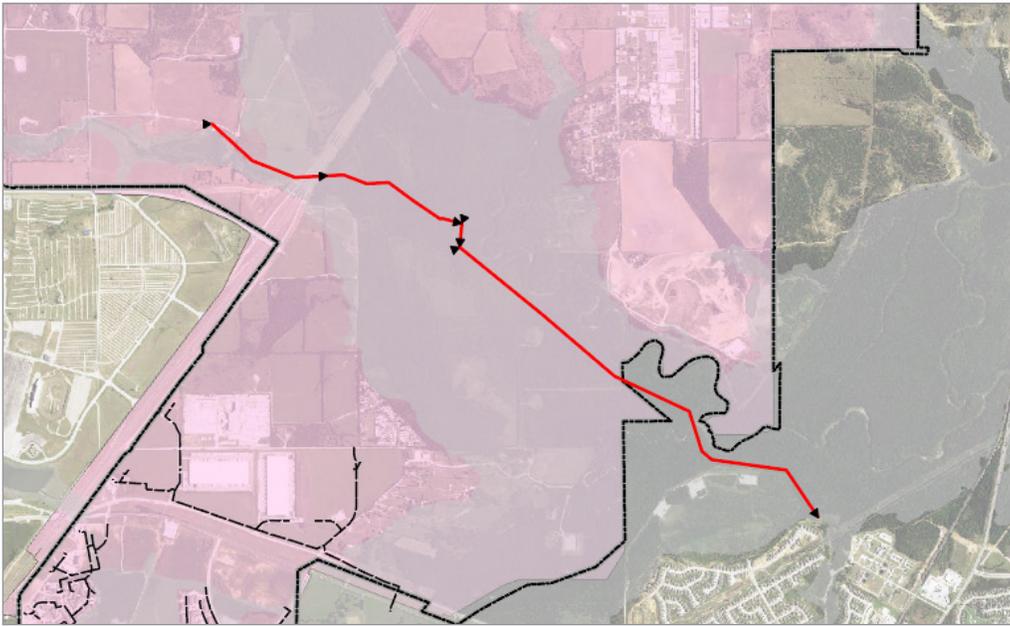
This 16" diameter pipeline will connect to the Town's north elevated storage tank and extend coverage to residents living along Strader and Blair Roads. This line will improve the Town's water delivery capacity and provide service to Stardust Ranch. This line will allow the Town to maintain water pressure, and meet expanded service demand from population growth.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	2020	2021	2022	2023	2024	2025+	
FUNDING SOURCE Cost Recovery Fund	-	-	\$500,000	\$500,000	-	-	\$1,000,000
PROJECT EXPENDITURES Water Capital Project Fund	-	-	\$500,000	\$500,000	-	-	\$1,000,000



PHASE I SEWER TRUNK LINE



TOTAL COSTS

\$13,305,000

FUNDING SOURCE

Future Debt

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Planning

PROJECT DESCRIPTION

Northlake is experiencing development associated with master-planned communities in the North Pressure Plain. This proposed sewer trunk line will expand the Town’s wastewater capacity and provide service to residents living in new subdivision developments. The Town anticipates a growing demand for wastewater services in relation to population growth, and this line will meet current and future needs. The Town is preparing its infrastructure in order to prevent strain on the current system and provide continuous high quality service.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	2020	2021	2022	2023	2024	2025+	
FUNDING SOURCE Future Debt	-	-	-	\$2,000,000	\$8,000,000	\$3,305,000	\$13,305,000
PROJECT EXPENDITURES Water Capital Project Fund	-	-	-	\$2,000,000	\$8,000,000	\$3,305,000	\$13,305,000



PERSONNEL COUNTS & ORGANIZATIONAL CHART



TOWN OF NORTH LAKE
PERSONNEL DISTRIBUTION

	Full-Time Equivalents				
	2018/19 Actual	2019/20 Adopted	2019/20 Shift	2020/21 Requests	2020/21 Proposed
GENERAL FUND					
Administration					
Town Administrator	1.00	1.00			1.00
Town Secretary	1.00	1.00	0.00	0.00	1.00
Marketing & Communications Coordinator (25%)	0.00	0.25			0.25
Management Analyst	0.00	0.00		1.00	1.00
Total	2.00	2.25	0.00	1.00	3.25
Finance					
Director (75%)	0.75	0.75			0.75
Accountant (75%)	0.00	0.75			0.75
Accounting Clerk (75%)	0.75	0.75			0.75
Total	1.50	2.25	0.00	0.00	2.25
Development Services					
Director (25%)	0.25	0.25			0.25
Planner	1.00	1.00	(1.00)		0.00
Code Compliance Coordinator	1.00	1.00			1.00
Permit Technician	1.00	1.00			1.00
Permit Specilist			1.00		1.00
Total	3.25	3.25	0.00	0.00	3.25
Municipal Court					
Court Administrator	1.00	1.00			1.00
Court Clerk	2.00	2.00			2.00
Total	3.00	3.00	0.00	0.00	3.00
Police					
Chief	1.00	1.00			1.00
Captain	0.00	1.00			1.00
Sergeant	3.00	4.00			4.00
Officer	8.00	9.00		2.00	11.00
Detective	1.00	1.00		1.00	2.00
Public Safety Officer	0.00	1.00			1.00
Administrative Assistant	1.00	1.00			1.00
Total	14.00	18.00	0.00	3.00	21.00
Public Works					
Director (50%)	0.50	0.50			0.50
Superintendent (25%)	0.00	0.50	(0.25)		0.25
Crew Leader	1.00	1.50	(0.50)		1.00
Infrastructure Inspector (50%)	0.50	0.50			0.50
Equipment Operator	1.00	1.50	(0.50)		1.00
Maintenance Worker	1.00	1.50	(0.50)	2.00	3.00
Administrative Assistant (50%)	0.50	0.50			0.50
Total	4.50	6.50	(1.75)	2.00	6.75
Total General Fund	28.25	35.25	(1.75)	6.00	39.50



TOWN OF NORTH LAKE
PERSONNEL DISTRIBUTION

	Full-Time Equivalents				
	2018/19 Actual	2019/20 Adopted	2019/20 Shift	2020/21 Requests	2020/21 Proposed
<u>ECONOMIC DEVELOPMENT CORPORATION FUND</u>					
Development Services					
Director (25%)	0.25	0.25	0.00	0.00	0.25
Marketing & Communications					
Marketing & Communications Coordinator (25%)	0.00	0.25	0.00	0.00	0.25
Total	0.25	0.50	0.00	0.00	0.50
<u>COMMUNITY DEVELOPMENT CORPORATION FUND</u>					
Development Services					
Director (25%)	0.25	0.25	0.00	0.00	0.25
Marketing & Communications					
Marketing & Communications Coordinator (25%)	0.00	0.25	0.00	0.00	0.25
Total	0.25	0.50	0.00	0.00	0.50
<u>HOTEL OCCUPANCY TAX FUND</u>					
Development Services					
Director (25%)	0.25	0.25	0.00	0.00	0.25
Marketing & Communications					
Marketing & Communications Coordinator (25%)	0.00	0.25	0.00	0.00	0.25
Total	0.25	0.50	0.00	0.00	0.50



TOWN OF NORTH LAKE
PERSONNEL DISTRIBUTION

	Full-Time Equivalents				
	2018/19 Actual	2019/20 Adopted	2019/20 Shift	2020/21 Requests	2020/21 Proposed
UTILITY FUND					
Administration					
Director (25%)	0.25	0.25			0.25
Accountant (25%)	0.00	0.25			0.25
Accounting Clerk (25%)	0.25	0.25			0.25
Utility Billing Clerk	1.00	1.00			1.00
Total	1.50	1.75	0.00	0.00	1.75
Public Works					
Director (50%)	0.50	0.50			0.50
Superintendent (75%)	0.00	0.50	0.25		0.75
Crew Leader	1.00	1.50	0.50		2.00
Infrastructure Inspector (50%)	0.37	0.50			0.50
Equipment Operator	1.00	1.50	0.50	1.00	3.00
Plant Operator	1.00	1.00			1.00
Maintenance Worker	1.00	2.50	0.50		3.00
Administrative Assistant (50%)	0.37	0.50			0.50
Total	5.24	8.50	1.75	1.00	11.25
Total Utility Fund	6.74	10.25	1.75	1.00	13.00
All Funds Total	35.74	47.00	0.00	7.00	54.00



COMMUNITY PROFILE

NORTHLAKE, TEXAS

COMMUNITY PROFILE

Northlake is a growing community located in the southwest corner of Denton County, Texas, along Interstate Highway 35W and State Highway 114, between Fort Worth and Denton, and just 15 miles from the Dallas/Fort Worth International Airport (DFW). Northlake benefits from its location in the Dallas/Fort Worth Metroplex, the 4th largest metropolitan area in the United States.

The Town of Northlake was incorporated on December 28, 1960. At that time Northlake consisted of only a number of ranches and very few other uses. In fact, after existing nearly 10 years as a town, the 1970 census recorded the population of Northlake as being only 20 people. The motivation to incorporate was to keep nearby cities from annexing the land. Although the town has grown considerably since its inception and more growth is sure to come, Northlake continues to value its rural heritage as it grows as a part of one of the fastest growing regions in the United States.

- TOWN LIMITS
- ETJ
- MAJOR HIGHWAY

