



City of  
**· KENNEDALE ·**  
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ADOPTED BUDGET  
**ANNUAL PROGRAM OF SERVICES**

**FISCAL YEAR 2019-2020**  
OCTOBER 1, 2019 - SEPTEMBER 30, 2020





# ADOPTED BUDGET ANNUAL PROGRAM OF SERVICES

**FISCAL YEAR 2019-2020**

OCTOBER 1, 2019 THROUGH  
SEPTEMBER 30, 2020

SUBMITTED TO COUNCIL  
**THURSDAY, AUGUST 8, 2019**

APPROVED BY THE CITY COUNCIL  
OF THE CITY OF KENNEDALE, TEXAS  
**TUESDAY, SEPTEMBER 17, 2019**

PREPARED BY  
**GEORGE CAMPBELL, CITY MANAGER  
LAKEITA SUTTON, DIRECTOR OF FINANCE  
AND INFORMATION TECHNOLOGY**

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**BUDGET ADOPTION**

**THE FOLLOWING STATEMENT IS PROVIDED IN ACCORDANCE WITH STATE LAW:**

**This budget will raise more revenue from property taxes than last year's budget by an amount of \$378,099.00 which is a 9.8 percent increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$199,405.00.**

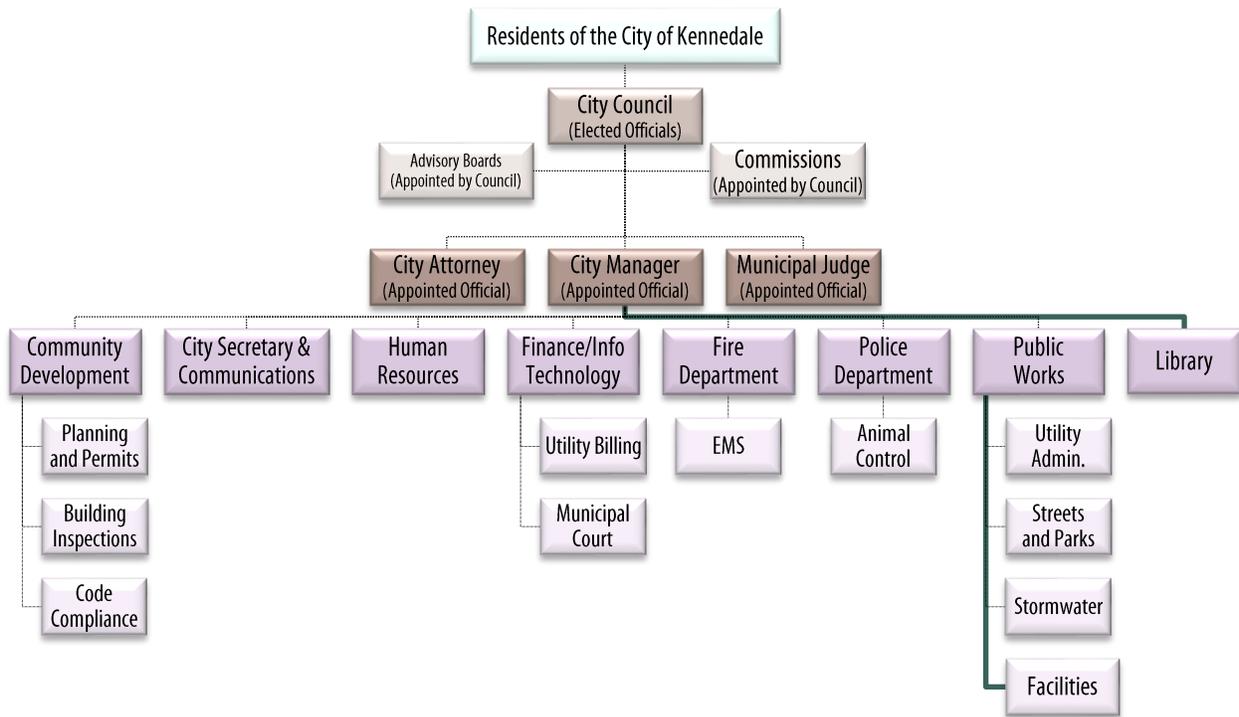
<b>PROPERTY TAX RATE COMPARISON</b>	<b>2019-2020</b>	<b>2018-2019</b>
Property Tax Rate	\$0.734970/100	\$0.725714/100
Effective Tax Rate	\$0.688321/100	\$0.725714/100
Effective Maintenance & Operations Rate	\$0.504102/100	\$0.591531/100
Rollback Tax Rate	\$0.734971/100	\$0.771275/100
Debt Rate	\$0.190541/100	\$0.190495/100

**TOTAL DEBT OBLIGATION FOR CITY OF KENNEDALE SECURED BY PROPERTY TAXES: \$1,487,059.00**

**MEMBERS OF THE GOVERNING BODY VOTED ON THE BUDGET AT A REGULAR CITY COUNCIL MEETING ON TUESDAY, SEPTEMBER 17, 2019, AS FOLLOWS:**

<b>MEMBER</b>	<b>FOR</b>	<b>AGAINST</b>	<b>PRESENT, NOT VOTING</b>	<b>ABSENT</b>
Mayor Brian Johnson			X	
Josh Altom, Place 1				X
Chris Pugh, Place 2	X			
Mayor Pro Tem Sandra Lee, Place 3	X			
Linda Rhodes, Place 4	X			
Chad Wandel, Place 5	X			

# ORGANIZATIONAL CHART



## ELECTED OFFICIALS (COUNCIL)

Mayor Brian Johnson  
 Josh Altom, Place 1  
 Chris Pugh, Place 2  
 Mayor Pro Tem Sandra Lee, Place 3  
 Linda Rhodes, Place 4  
 Chad Wandel, Place 5

## APPOINTED OFFICIALS

George Campbell, City Manager  
 Drew Larkin (TOASE), City Attorney  
 Honorable Bill Lane, Municipal Judge

## ADVISORY BOARDS AND COMMISSIONS

Board of Adjustment (BOA)  
 Building Board of Appeals (BBA)  
 Economic Development Corporation (EDC)  
 Keep Kennedale Beautiful Commission (KKB)  
 Library Advisory Board (LAB)  
 Parks and Recreation Board  
 Planning and Zoning Commission (P&Z)  
 Utility and Infrastructure Board (UIB)  
 Youth Advisory Council (YAC)

## MANAGEMENT TEAM

Lakeita Sutton, Director of Finance and Information Technology  
 Tommy Williams, Police Chief  
 James Brown, Fire Chief  
 Larry Hoover, Public Works Director  
 Danielle Clarke, Director of HR and Administrative Services  
 Leslie E. Galloway, City Secretary and Communications Coordinator  
 Melissa Dailey, Director of Planning and Economic Development  
 Amanda King, Library Director

August 8, 2019

**TO THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL:**

Pursuant to provisions of the City Charter and on behalf of the staff, I respectfully submit to you the FY19-20 Approved Budget. The Budget has been developed to accomplish the goals and objectives as expressed by the Council throughout the past several months and considering the needs of the community as perceived by the departments as services are being delivered to the citizens of Kennedale.

**Highlights of specific issues, policy decisions and/or considerations that have affected the development of this budget include:**

- Successful completion and approval of both water purchase and utility system maintenance and operation agreements with the City of Arlington
- Negotiations (not yet complete) with Global Water Management (FATHOM) for early separation of our customer service contract and transition of those services to the City of Arlington
- Changes to the City's organizational structure relating to the Arlington and FATHOM contracts (primarily staffing reductions in Water Utilities)
- City Council priorities expressed as a result of policy and operational and budget discussions with each city department on May 31 and June 1, 2019
- Continued implementation of upgrades to employee compensation (public safety, civilian, department heads) to better compete for and maintain our employee work force in our highly competitive municipal labor market
- Attention to additional staffing needs directly related to growth and work load
- Recognition of capital needs relating to streets, stormwater, utilities, parks and public safety
- Implementation of strategies to encourage development opportunities along Kennedale Parkway and in the undeveloped sections of the city, particularly the southwest quadrant

## *Manager's Message*

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This budget is the product of several months of work by the City's Leadership Team as they interact with the public and consider policy preferences expressed by the City Council. Each department assesses the service provided in the past year and evaluates the service delivery desired by the citizens of Kennedale going forward. That process includes close scrutiny of existing expenditures and program outcomes to determine cost effectiveness and specifically whether or not savings can be achieved in any area of service being provided. Additionally, new or expanded programs are evaluated and – as determined appropriate – recommended for consideration. Each Director reviews their budget proposal with the Finance Office the City Manager before the collective departmental budgets are evaluated for inclusion into the Program of Services for the coming year and for consideration by the City Council.

In spite of higher than expected growth in property values for 2019, this budget implements partial reinstatement of franchise fee transfers to the Street Fund from the Water Fund; very minimal additions to staffing to meet growing service demand; and the adoption of a tax rate that will generate the maximum tax revenue possible without exceeding the rollback tax rate. These measures are necessary to maintain an acceptable level of service and a minimal General Fund ending balance. They are the result of the dramatic General Fund revenue reductions implemented with the adoption of the current and previous budgets. Such reductions included the reduction of the franchise fee from the Water Fund to 5% and an additional four-cent reduction to the Maintenance and Operations (M&O) tax rate from that originally proposed for FY18-19. Even with these measures, the General Fund ending balance will decline to 7.9% of expenditures.

### **BUDGET HIGHLIGHTS**

#### **TAX RATE CALCULATIONS**

2018 Total Tax Rate	\$0.725714
M&O Rate	\$0.535219
Debt Service Rate	\$0.190495
2019 Effective Tax Rate	\$0.688321
2019 Rollback Tax Rate	\$0.734971
<b>2019 Total Tax Rate</b>	<b>\$0.734970</b>
M&O Rate	\$0.544429
Debt Service Rate	\$0.190541

#### **TAX RATE EXEMPTIONS GRANTED BY THE CITY OF KENNEDALE**

Over 65	\$60,000
Disabled Person	\$60,000

### **ELEMENTS OF THE PROPERTY TAX RATE**

**Maintenance and Operations (M&O):** *The portion of the tax rate that supports ongoing General Fund operations*

**Interest and Sinking (I&S) or Debt Service:** *Supports payments on debt for general government (not utility) improvements*

**Total Tax Rate = M&O + I&S**

## Manager's Message

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### GENERAL FUND

The pace of growth in the General Fund for FY19-20 continues to improve over the previous year. Sales tax revenues in the current year (FY18-19) are expected to exceed budgeted amounts by approximately 6% due to general economic growth. In FY19-20, they are estimated to increase by 4% over the current year projection. Property values grew significantly in a continued recovery from 2018 with an increase of more than 9% over the prior year's tax roll.

A tax rate increase of nearly one cent (\$0.0093) from \$0.725714 to \$0.734970 has been approved. The M&O Tax Rate – applied to property existing on the tax roll in 2018 plus new property on the roll in 2019 – will produce a 10% increase in total property tax revenue to the General Fund. This change in the total tax rate is also the result of maintaining the current debt service requirement for general obligation debt, including the \$2 million tax note set for issuance this year and is illustrated in the debt service tax rate for 2019 outlined above.

#### THE GENERAL FUND BUDGET INCLUDES:

- Compensation adjustments for most civilian and public safety employees. This compensation funding is sufficient only to complete step plan implementation for all public safety employees and to bring most civilian employees to at least 80% of our competitive market as determined in market surveys one year ago. Therefore, most civilian employees will receive an adjustment sufficient to move them closer to 80% of market but not less than 2%.

**COST: \$320,000**

- First-year phase of self-contained breathing apparatus replacement for the fire department

**COST: \$40,830**

- An expected 4.5% increase in employee health insurance costs

**COST: \$17,376**

- Addition of one police officer (of the three requested)

**COST: \$95,714**

- Addition of Planner I position

**COST: \$56,208**

- Construction of office space in Library

**COST: \$14,000**

- Implementation of an Employee Assistance Program (EAP)

**COST: \$1,746**

**The General Fund will continue to experience a fund balance draw down of \$862,945 and is expected to end FY19-20 with a fund balance of 7.9% of expenditures.**

## Manager's Message

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### WATER AND SEWER FUND

For various reasons that are addressed below the Water and Sewer Fund is expected to end the current year with a working capital balance of at least \$1.68 million representing 39% of projected operating costs for FY18-19. This balance is \$340,560 greater than originally estimated in the adopted budget and significantly exceeds our fund balance policy objective of 18% to 25%.

Contracts for both the purchase of potable water from and the operation and maintenance of the Kennedale utility systems by the City of Arlington became effective on March 29, 2019. The implementation of the Arlington operation and maintenance agreement combined with water and sewer rate reductions resulted in anticipated savings and the increased working capital balance for FY18-19 cited above. The continuing savings that will be recognized in FY19-20 provide opportunity for cash funding of certain capital project improvements without incurring additional utility debt and for the maintenance of healthy revenues as we evaluate the success and funding necessary to continue the Arlington contracts following the initial two years of implementation.

The FY19-20 Water Fund Budget, therefore, anticipates the use of current funds to pay for one-time water and sewer projects such as those approved for Linda Road at an estimated cost of \$300,000; \$220,000 for early release from our contract with FATHOM and transition of those services to Arlington; and increasing the franchise fee (currently 5%) paid by the Water Fund to the Street Fund to 7% (which equates to \$77,237). The Water Fund budget includes only a portion of one employee's compensation since all other positions have now been removed from the water and sewer departments' budgets. These changes and one-time uses of current Water Fund revenues will result in a 31.2% working capital balance of \$1,359,937 for FY19-20.

**This budget recommends no change in current water and sewer utility rates. There is an increase of the Stormwater Fee from \$3.50 to \$4.50, in order to begin addressing storm drainage and erosion issues that have been identified but for which there is no funding. The increase will generate an additional \$33,200 in revenue to the Stormwater Fund next fiscal year. Specific projects and/or funding options will be addressed once the fee increase is approved.**

### STREET IMPROVEMENT FUND

The Street Improvement Fund budget – as mentioned above – includes additional revenue as a result of increasing the franchise fee transfer from the Water Fund to the Street Fund to 7% (from the current 5%). This increase may well be temporary in recognition of additional street

## *Manager's Message*

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maintenance that will likely be required as a result of more aggressive water and sewer line renewals that have been long neglected. For FY19-20, with minimal capital projects anticipated, the Street Fund ending balance is expected to be \$132,425, which represents 12.6% of planned expenditures. **It is once again recommended that Council consider options for implementation of a Street Maintenance Fee (similar to the current Stormwater Fee).** Upon favorable consideration by the Council, a proposed Street Maintenance Fee ordinance and fee schedule could be developed for implementation in January 2021.

### **ECONOMIC DEVELOPMENT, TIF, AND CAPITAL REPLACEMENT FUNDS**

The Economic Development Fund and the TIRZ (TIF) are again expected to experience limited spending next year, as we continue to enhance fund balances for future cash funding of capital projects. The Economic Development Fund balance has increased during the current fiscal year from a budgeted \$408,387 to \$456,514, most directly attributable to full occupancy of EDC-owned buildings in TownCenter and the paying off of loans for improvements to TownCenter Building I.

FY19-20 will be the second year that the TIRZ has seen any significant incremental value increase, which will result in approximately \$25,812 new revenue to the TIRZ.

Remaining available funds from a 2018 Tax Note will be used for ongoing capital projects to include the New Hope Road bridge project and Safe Routes to School Initiative.

### **NEW PROGRAMS**

Of the new program recommendations made by Directors – totaling a first-year estimated cost of \$1,446,821 – only \$208,498 has been included in this budget. Those programs are identified on page three of this transmittal letter. A comprehensive list of all proposed new programs is being provided. The overall FY19-20 Budget for all funds is \$17,127,181 and includes 74 Full-Time Equivalent positions (FTEs).

The FY19-20 Budget has been developed within the context of a five-year financial plan and the long-term infrastructure needs of the community. The purpose of this approach is to provide a long-term and financially sustainable perspective for decisions in the coming fiscal year. Making such five-year forecasts enables the City Council and staff to evaluate and consider best practices and options for funding our strategic priorities while maintaining a balance between revenues and expenditures.

## *Manager's Message*

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The five-year financial plan included with this budget illustrates recovery to an operating fund balance exceeding 16.4% in FY23-24.

I sincerely thank the members of the Kennedale City Council for their hard work and dedication to the citizens of Kennedale. Input from the Council has been invaluable in the preparation of the FY19-20 Budget and Five-Year Financial Forecast. Appreciation is also expressed to members of the professional staff, particularly in the Finance Department for their diligence in the preparation of the Budget. Debby Scott – who served as Interim Director of Finance and guided much of the budget process – clearly deserves special recognition.

With the significant input and positive commitment already made by the City Council to Kennedale's future regarding this Annual Program of Services, I am confident that the City and the community will achieve and experience service levels desired by our citizens. Your support and the dedication of our capable staff are appreciated.

Sincerely,



George Campbell  
CITY MANAGER

## USING THIS DOCUMENT

Thank you for taking the time to learn more about the City of Kennedale's finances. It can be said that the true priorities of a City are expressed in its budget (also called a Program of Services). This document serves as guidance to leadership throughout the fiscal year and staff's aim is to provide as much information as possible in a format that is easily digested. It begins with a high level overview before delving into individual funds, departments, and line items. When possible, charts, graphs, and trends have been provided as well.

The budget is created on a fund basis, with similar activities, goals, and funding sources grouped within each fund. The first major fund is the Governmental Fund, which encompasses all major activities and is primarily funded by ad valorem (property) tax, sales tax, and fees.

Within the Governmental Fund are the General, Debt Service, Other General, Special Revenue, and Capital Projects Funds. Some of these have multiple funds within them (e.g., *the Street Fund is nested under Other General Funds*), and some contain entire departments (e.g., *within the General Fund is the Police Department*).

The expenditures of each department within a fund are added together to create the total fund expenditures. It is the goal of each fund to take in more money than it spends, while maintaining a healthy reserve balance. Leadership aims to achieve and maintain an unassigned fund balance in the General Fund equal to eighteen percent (18%) with a goal of twenty-five percent (25%) of budgeted annual expenditures to be used for unanticipated costs, unforeseen revenue fluctuations, or other adverse circumstances.

The basis of accounting and budgeting for general government operations are maintained on a modified accrual basis, with revenues being recorded when available and measurable expenditures being recorded when the services or goods are received and liabilities incurred. Budgeting and accounting records for the City's utilities are maintained on the accrual basis.

The next major fund group is Enterprise Funds, which are run more like a business than a government, with a goal of service charges covering all expenditures. The Water and Sewer Fund falls within this category.

The final group is the Economic Development Corporation (EDC) Funds. The EDC is a component unit of the city, with its own board, but with ultimate authority resting with the City.

**WITHIN THIS DOCUMENT, YOU WILL SEE CHARTS VERY SIMILAR TO THIS:**

OPERATIONS		2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
01-5240-03-00	PRINTED SUPPLIES	-	75	200	200	300
01-5261-03-00	POSTAGE	70	79	150	150	150
01-5403-03-00	BUILDING MAINTENANCE	40,119	31,814	31,820	37,000	33,386
01-5440-03-00	OFFICE EQUIPMENT/SOFTWARE MAINT.	19,466	14,964	21,404	27,065	23,300
01-5501-03-00	ADVERTISING	4,437	3,506	6,600	3,000	6,600

The goal of these charts is to show the past two years’ results and the current year’s budget (with projections) alongside the Approved Budget. The budget is based on a Fiscal Year (FY) from October 1 through September 30, rather than the calendar year. References to FY19–20 refer to activity between October 1, 2019 and September 30, 2020. The description for each column is:

<b>FY16–17 ACTUAL</b>	Based on the audited financials for FY 16–17
<b>FY17–18 ACTUAL</b>	Based on the audited financials for FY 17–18
<b>FY18–19 APPROVED</b>	Based on the FY18–19 budget adopted by the City Council, including any amendments
<b>FY18–19 PROJECTED</b>	An estimate of the year-end actual, based on YTD expenditures
<b>FY19–20 APPROVED</b>	The approved budget number for the coming Fiscal Year
<b>% CHANGE</b>	The percentage of difference between the FY 19-20 budget number and the current FY projection

Once again, we appreciate the time you are spending becoming a more informed resident of the City of Kennedale. If you have any questions, we encourage you to contact the Finance Department or attend a City Council meeting ([cityofkennedale.com/council](http://cityofkennedale.com/council)).

In addition, the Finance Department ([cityofkennedale.com/finance](http://cityofkennedale.com/finance)) and Transparent Government ([cityofkennedale.com/transparency](http://cityofkennedale.com/transparency)) webpages include a plethora of information, which has helped to earn the City of Kennedale the National Transparency Award and State of Texas Comptroller Transparency Star.

*Lakeita Sutton*

DIRECTOR OF FINANCE AND  
INFORMATION TECHNOLOGY (IT)

## THE BUDGET PROCESS

### BALANCED BUDGET

The development and management of the City of Kennedale's Annual Budget and Program for Services is governed by formal policies, accepted practices, and the City of Kennedale's budget principles. The principles that guide the development of the City of Kennedale's budget is a balanced budget where current year revenue is equal to or is greater than operating expenses and maintenance capital; unassigned fund balance is used for one-time capital and/or road resurfacing/reconstruction. A number of the other pertinent practices are outlined in this section.

### BUDGET PROCESS

The City of Kennedale's budget process is designed to meet the service needs of the City by integrating the planning and implementation of City programs and objectives with the allocation of resources sufficient to support such services and projects. **The framework of the City budget is built with the following purposes in mind:**

- Establishes a plan of policy and operation, which allocates resources of the City to achieve specific city goals and objectives, and guides the City's activities;
- Provides management information as a comprehensive recording of information relative to both the character and scope of city activity; and,
- Establishes financial control by controlling through prioritization of programs/projects the allocation of revenue to various activities and allowing public officials, administrators, and citizens to ensure legality, accuracy, and conformity to legislative and administrative standards.

The main feature in the development of this budget document is to present the information in such a way as to be readable and understandable to the general public while providing sufficient detail in the financial, program, and policy information to guide the departments in program performance and to assist the administration and public officials in program evaluation and monitoring. **The budget cycle consists of three distinct phases:**

- 1. Development and Preparation:** Departments develop and submit the initial budget requests to Finance staff. The departments base these initial requests on continuing and new activities and programs to meet goals established by the Mayor and Council. The Finance staff work with the Department Heads and City Manager to review department requests, to compare the projected revenues against the requested expenditures by fund, and to prepare a Preliminary Budget. The City Manager refines the Preliminary Budget and develops the City Manager's Proposed Budget which is presented to the City Council.
- 2. Review and Adoption:** The City Council reviews the proposed budget, holds public hearings, and adopts the budget for the upcoming fiscal year.
- 3. Implementation:** The City Manager and the Finance Office work throughout the year to implement and monitor the City's budget. Services, programs, and projects in the Approved Budget are carried out by City Departments with oversight from the Finance Office. Each month a budget report is submitted to the City Council as a monitoring item to provide a status report on revenues and expenditures. The Finance Office also reviews and approves all check requests and requisitions for accuracy. Departments are not allowed to exceed expenditures at the department by fund level.

### FINANCIAL POLICIES AND PROCEDURES

The Kennedale City Council has adopted a set of financial policies to govern the financial management of the various City funds. The practice of these policies has enabled the City to maintain an AAA unsecured rating with Moody's and Standard and Poor's. These policies cover: 1) Budget Amendments for Expenditures; 2) Budget Amendments for Revenues; 3) Budget Transfers for Expenditures; 4) Budget Transfers for Revenues; and 5) the City's Investment Policy. The City of Kennedale has also established adopted procedures for 1) Deposits; 2) Deferred Revenue; 3) Disposal of Assets; 4) Purchasing; 5) Petty Cash; 6) Acceptance of Checks; 7) Change Drawer Fund; 8) Purchasing Cards; 9) Contracts; and 10) Returned Checks.

The City has developed financial policies to ensure that the City's financial resources are managed in a prudent manner. The City maintains the goal of a structurally balanced budget to achieve long-term financial stability for the community. Current revenue will be sufficient to support current operating expenditures plus recurring capital (defined as "balanced budget"). Unreserved fund balances of 18 - 25% months operating expenditures are to be maintained in the General Fund. Additional fund balance can be used for nonrecurring capital expenses.

However, if projected revenue in future years is not sufficient to support projected requirements, an unreserved ending balance may be budgeted to achieve structural balance. This year's budget is also reviewed in respect to how the decisions made this year will affect the City's revenues and expenditures in the following years.

The City's Pertinent Financial Policies are included in the Appendix Section of this document.

## VALUES STATEMENT

*“Exemplifying Excellence” means dedication to providing superior services efficiently and fairly to residents, business owners, visitors, and fellow employees. All decisions promote quality of life through leadership, honesty, respect, teamwork, equality, and aim to consistently advance Kennedale in a positive direction.*

*Core Values: Integrity, Accountability, Teamwork, Innovation, and Commitment*

## ENDS (VISION) STATEMENT

Kennedale is a family-oriented community<sup>(1.0)</sup> providing a refuge<sup>(2.0)</sup> from the hectic pace of the Dallas-Fort Worth Metroplex. Open spaces, green belts, and trails enhance our serenity<sup>(3.0)</sup>, quality of life<sup>(4.0)</sup>, and community<sup>(5.0)</sup>. With easy access<sup>(6.0)</sup> from major roadways, Kennedale is economically prosperous, business friendly and conveniently located, providing opportunities to shop, work, and play<sup>(7.0)</sup>.

An Ends (or Vision) Statement defines the overarching goals and aspirations of a governing body and staff and should serve as a filter in any decision-making process. **Throughout this document, many accomplishments, highlights, and goals are tied back to the following Ends and Sub-Ends (denoted by parenthetical reference numbers).** It’s important to keep in mind that these are hopes for what our community can someday become, not statements of what it is today. You’ll notice that the last few (5–7) have not yet been expanded to include Sub-Ends. Over time, as we move closer to achieving these Ends (and define new ways to do so), Sub-Ends are updated.

### EXAMPLE

Partnered with the American Geophysical Union’s (AGU) Thriving Earth Exchange Program to secure consultant Dr. Alexander Sun for the evaluation of the water quality and flood risk in the Village Creek area (2.1, 4.7). This furthers Sub-End 2.1 (*The north entry point is defined by Village Creek as a natural open space*) as it seeks to protect and restore the natural beauty of the Village Creek area; and 4.7 (*Financially responsible and sustainable*) because this partnership comes at no cost to the city because it was secured through the Thriving Earth Exchange Program.

## SUB-ENDS

### 1.0 RESIDENTS ENGAGE IN COMMUNITY ACTIVITIES, ORGANIZATIONS, AND EVENTS

- 1.1 TownCenter is a community gathering space for events and retail services
- 1.2 Residents proactively receive accurate, timely dissemination of general information and emerging issues
- 1.3 Services are in place to support families
- 1.4 Kennedale is promoted locally, regionally, and nationally as desirable for home and work
- 1.5 Well-planned community following sustainable principles

- 1.5.1 Kennedale has excellent neighborhoods and a wide range of home options
- 1.5.2 Residents have views of natural landscapes
- 1.5.3 Residents have access to adequate medical care, healthy foods, and opportunities to incorporate physical activity as part of their daily routines
- 1.5.4 Residents enjoy community-based activities
- 1.6 Business uses are compatible with residential areas
- 1.7 Kennedale has excellent educational services
  - 1.7.1 The Library serves as a central information hub, connecting patrons with their community through innovative programs, gathering spaces, and enriching services
  - 1.7.2 Kennedale ISD is an exemplary school system
  - 1.7.3 Fellowship Academy is a highly-regarded private school
  - 1.7.4 Home-school opportunities and networks are available
- 2.0 ENTRY POINTS ARE PASTORAL AND SERENE**
  - 2.1 The north entry point is defined by Village Creek as a natural open space
  - 2.2 Kennedale Parkway is aesthetically pleasing
    - 2.2.1 Annexation activity
  - 2.3 Sidewalks and landscaping are integral to the community
  - 2.4 Trees and natural spaces are preserved
- 3.0 OUTSTANDING PARKS SYSTEM FEATURING NEIGHBORHOOD PARKS, A COMPREHENSIVE LINEAR PARK SYSTEM, AND RECREATIONAL FACILITIES LOCATED THROUGHOUT TOWN**
  - 3.1 Hike-and-bike trails throughout the city that connect to the regional trail system
- 4.0 RESIDENTS RECEIVE EXCELLENT MUNICIPAL SERVICES FROM A STAFF THAT IS PROACTIVE AND RESPONSIVE TO BOTH EXISTING AND EMERGING NEEDS**
  - 4.1 The City of Kennedale is well-governed
  - 4.2 Residents and stakeholders feel safe at home and at work
    - 4.2.1 Fire, EMS, Police, and Animal Control services are provided promptly and skillfully
    - 4.2.2 The presence of well-trained and properly equipped emergency responders assures residents of their protection from natural, technological, and man-made threats
  - 4.3 Fiscal resources are managed productively, responsibly, ethically, and transparently
  - 4.4 Quality water, sewer, stormwater drainage, and solid waste utility system
  - 4.5 Residents and visitors receive fair treatment through the municipal court system
  - 4.6 Buildings are constructed and maintained in compliance with national codes
  - 4.7 Financially responsible and sustainable
  - 4.8 Staff value and foster cooperative and collaborative co-worker relationships, and enjoy an integrative work culture that is in keeping with the core values of integrity, accountability, teamwork, innovation, and commitment
    - 4.8.2 Intergovernmental relationships and partnerships are encouraged and nurtured
- 5.0 WELL-PLANNED COMMUNITY BASED ON PRINCIPLES OF A CONNECTED CITY, ECONOMIC PROSPERITY, AND A THRIVING COMMUNITY**
- 6.0 CONNECTED CITY WITH A MULTI-MODAL TRANSPORTATION SYSTEM DESIGNED AND MAINTAINED TO REDUCE AUTO CONGESTION, INCREASE ACCESSIBILITY, AND ACCOMMODATE PEDESTRIANS AND CYCLISTS SAFELY AND COMFORTABLY**
- 7.0 ECONOMICALLY PROSPEROUS WITH AN EXCELLENT BUSINESS CLIMATE TO SUPPORT LIGHT INDUSTRIAL, EMPLOYMENT CENTERS, AND DISTRIBUTION FACILITIES THAT ARE COMPATIBLE WITH THE KENNEDALE VISION**

**COMMUNITY BLUEPRINT: KENNEDALE AT A GLANCE**

Population **7,992**  
2015 ESTIMATE



Emergency Services

**19 Officers**  
**14 Fire/EMS**



Our community's history began in the 1850s with the settlement of the Village Creek area. Many founding residents worked at "Miss Sargent's" Brickyard, located where Sonora Park sits today. The city was officially incorporated in 1947, and operates under the Council-Manager form of government and a Home Rule Charter that was adopted in 1998 and updated in 2016.

Today, Kennedale is nestled near the intersection of Interstate 20 and Highway 287 on low rolling hills about 10 miles southeast of downtown Fort Worth in Southeast Tarrant County. Residents enjoy life in a quiet community where growth is steady and sustainable. Kennedale will forever be a small haven in the DFW Metroplex.

Warm summers and mild winters mean your family can enjoy our parks year-round. Spanning 22 acres, Sonora is our largest recreational facility, and offers a playground, splash pad, fishing dock, walking trails, disc golf, and ball fields.

**42 Miles** Streets  
MAINTAINED

Water and Wastewater

**100 Miles**  
OF LINES MAINTAINED



Infrastructure Replacement **\$48,951**  
COST PER HOUSEHOLD

**DEMOGRAPHICS BY RACE**

White	86.0%
Black/African American	7.0%
American Indian and Alaska Native	0.3%
Asian	3.6%
Filipino	1.0%
Vietnamese	0.6%
Other Race; Not Listed	0.2%
Two or More Races	2.6%
Hispanic or Latino*	10.2%*



\*Considered an ethnicity, not a race.  
Therefore these numbers do not total 100%.

	1970	1980	1990	2000	2010	2020	2030
<b>POPULATION</b>	3,076	2,594	4,096	5,381	6,763	10,720*	13,412*
<b>HOUSEHOLDS</b>	966	971	1,623	2,089	2,617	4,143*	5,176*
<b>EMPLOYMENT*</b>				2,720*	3,160*	3,527*	3,527*

Sources: U.S. Census Bureau; \*North Central Texas Council of Governments (NCTCOG)

# MEDIAN HOUSEHOLD Income \$75,278

SOURCE: 2014 CENSUS

## TOP EMPLOYERS

Sabre-FWT  
Kennedale ISD  
Speed Fab-Crete  
City of Kennedale  
Hawk Steel Industries  
ARK Contracting Services  
Harrison Jet Guns  
Mike Conkle's Cabinets

Source: Kennedale Economic  
Development Corporation (EDC)

## TOP TAXPAYERS

Hawk Steel Industries  
Sabre-FWT  
Kennington Apartments  
Oncor Electric Delivery  
Goss International  
DFW Midstream Services  
Hexpol Compounding  
Harrison Jet Guns

Source: Tarrant Appraisal District (TAD)

## INDUSTRIES OPERATING IN KENNEDALE

Education, Healthcare,  
Social Assistance: **19.9%**  
Arts, Entertainment, Recreation,  
Accommodation, Food **13%**  
Manufacturing **12.4%**  
Retail Trade **12.2%**  
Professional, Management,  
Administrative, Scientific **10.3%**  
Construction **9.5%**  
Transportation, Warehousing,  
Utilities **7.9%**  
Finance, Insurance, Real Estate,  
Rental, Leasing **6.0%**  
Other **4.2%**  
Wholesale Trade **2.2%**  
Public Administration **1.9%**  
Agriculture, Forestry, Fishing,  
Hunting, Mining **0.4%**

Source: U.S. Census Bureau, 2010-2014  
American Survey Five-Year Estimate

## OCCUPATIONS OF RESIDENTS

Management, Business, Science, and Arts 4.0%  
Service 7.6%  
Sales and Office 26.4%  
Construction, Extraction, Maintenance 30.6%  
Production, Transport, Material Moving 7.1%

Source: U.S. Census Bureau, 2010-2014 American Survey Five-Year Estimate

Land Area **6.61**   
SQUARE MILES

TOWNCENTER Three Parks  
SONORA  
RODGERS FARM **28 Acres**



Kennedale ISD recognizes that today's students are tomorrow's leaders. The district strives for academic excellence in a safe, supportive environment so those leaders can grow freely. The award-winning 4-A district offers 21st-Century curriculum in the comfort of a small-town atmosphere.



For those who prefer a faith-based education, **Fellowship Academy**, located on Bowman Springs, is a private Pre-K-12 Christian school with excellent staff and outstanding curriculum.

## ENROLLMENT (Ages 3+)

Nursery School/Preschool	3.3%
Kindergarten	7.9%
Elementary (Grades 1-8)	36.7%
High School (Grades 9-12)	25.5%
College or Graduate School	26.5%

## EDUCATION LEVEL OF RESIDENTS

Less Than 9th Grade	4.0%
9th-12th; No Diploma	7.6%
High School Graduate	26.4%
Some College; No Degree	30.6%
Associate Degree	7.2%
Bachelor's Degree	16.9%
Graduate/Professional Deg.	7.1%

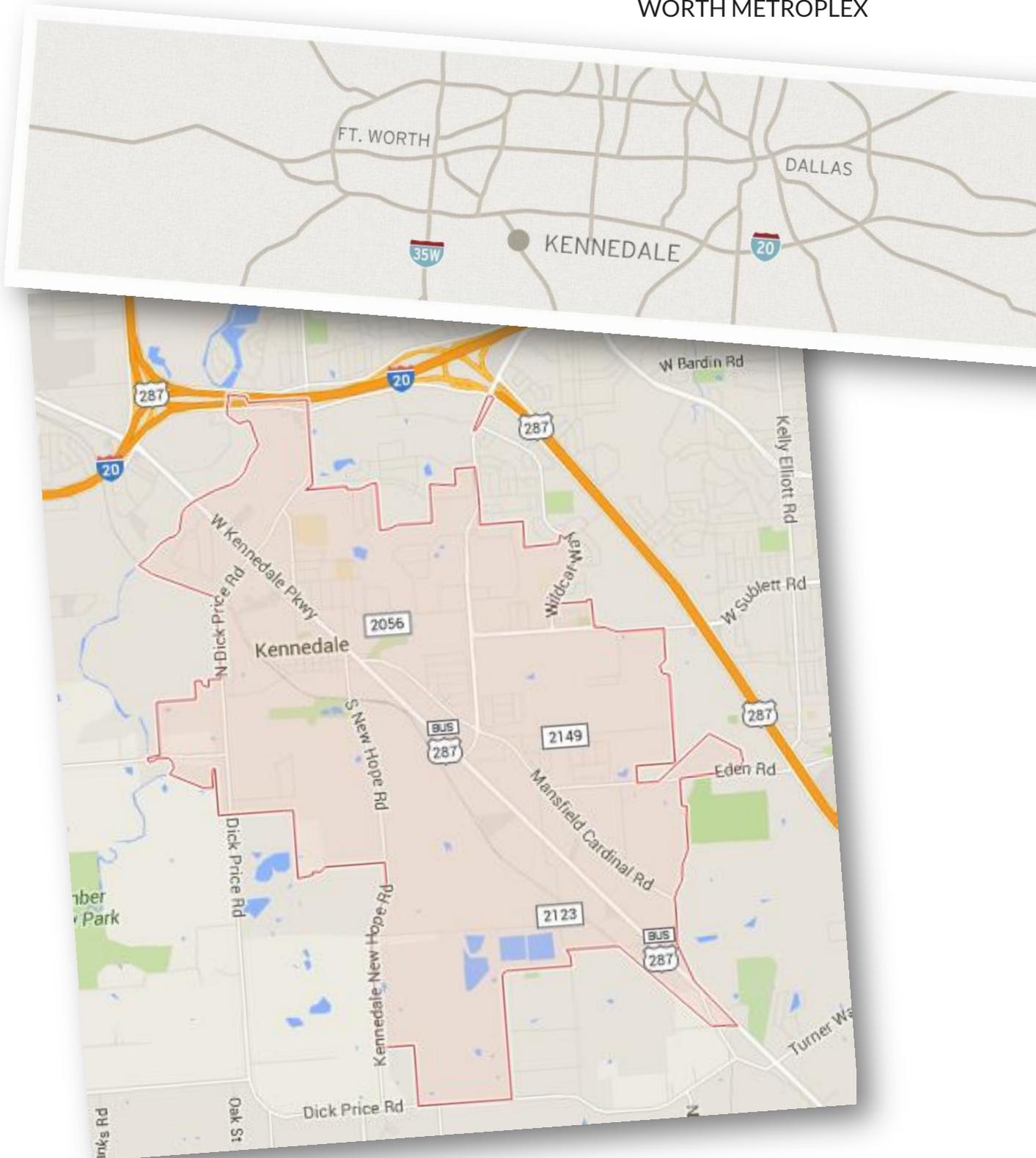
Source: U.S. Census Bureau, 2010-2014  
American Survey Five-Year Estimate



COMMUNITY BLUEPRINT: KENNEDALE AT A GLANCE

## LOCATION

REGION: DALLAS-FORT  
WORTH METROPLEX



## BUDGET TIMELINE

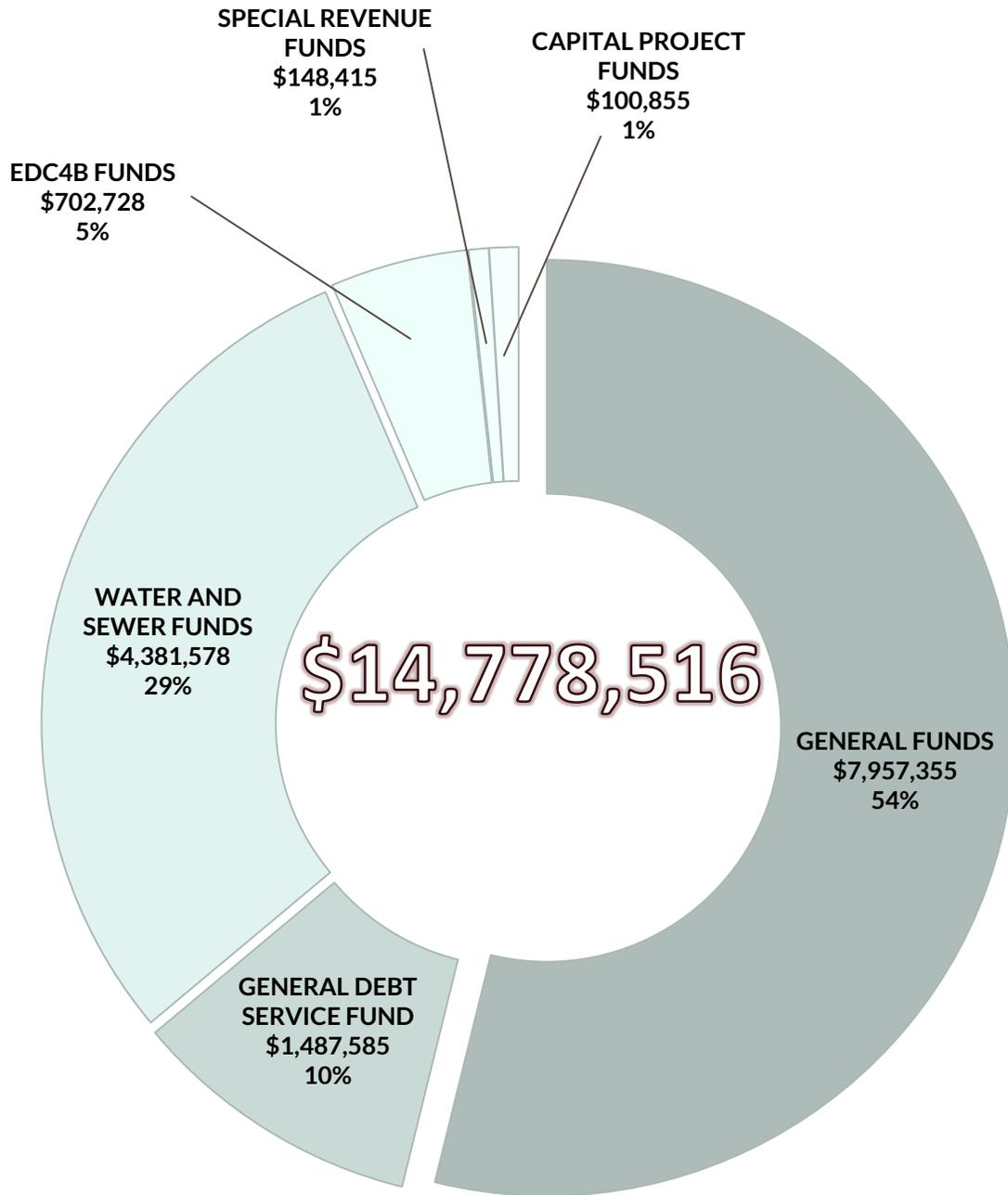
DATE	ENTITY	ACTIONS AND REQUIREMENTS
MAR 1	TARRANT APPRAISAL DISTRICT (TAD)	Notification of Tax Increment Financing (TIF) values for the following year to tax jurisdictions for billing and collection (Invoice Tarrant County)
APR 2	FINANCE DIRECTOR	Review and Distribute Budget Calendar to Directors
APR 8	CITY STAFF	Budget Pre-Kick-Off (Departments Begin Budget Development)
APR 15	TAD	Last day for Businesses to File Property Tax Renditions
MAY 1	CITY STAFF	Distribute Working Documents to Department Heads
MAY 31	TAD	Property owner has 30 days from date of notice (or until May 31) to file a protest, whichever is later
MAY 31 – JUNE 1	CITY COUNCIL CITY MANAGER	Special City Council Work Session: Department Head Presentations
JUN 3	CITY STAFF	Budget Kick-Off
JUN 5	CITY STAFF	Discuss Multi-Year Needs of Departments
JUN 18	CITY STAFF	Submit FY18/19 Revenue and Expense Estimates; FY19/20 proposed budget requests, and New Projects to Finance
JUN 24 – JUL 5	FINANCE DEPT. CITY STAFF	Meet with each Department to Review Submittals
JUL 8 – 19	CITY MANAGER FINANCE DEPT.	Submit Budget Requests and New Projects to City Manager; Meet with Finance and Each Department to Review Submittals
JUL 16	CITY COUNCIL	City Council Regular Meeting: Approve Tax Collection Contract with County; Approve Special Meetings (September 5 and 13)
JUL 25	TAD	Notification of Preliminary Values to all Jurisdictions ( <i>Includes TIF reports</i> )
AUG 1	CITY MANAGER	Prepare Budget Message
AUG 2	FINANCE DIRECTOR	Prepare and Print Proposed Budget Books; File with City Secretary's Office
AUG 8	CITY COUNCIL	City Council Special Meeting: Budget Workshop at 5:30 p.m. <i>Submit proposed budget given certified values; Discuss tax rate; Vote to place proposal for tax increase on future agenda and schedule public hearings</i>
AUG 20	CITY COUNCIL	City Council Regular Meeting: Budget Workshop at 5:30 p.m. <i>Continue budgetary discussion; Staff available to answer any questions from Council</i>
AUG 21	CITY SECRETARY	Publish Notice of Public Hearing on Budget; and Proposed Tax Rate including First and Second Public Hearings on Tax Rate in Newspaper of Record
SEP 1	TAD	Notification of supplemental/last certified roll to jurisdictions
SEP 5	CITY COUNCIL	City Council Special Meeting: Public Hearing on Budget at 7:00 p.m. – AND – <i>Must be set for date occurring after 15<sup>th</sup> day after proposed budget filed with City Secretary, but before tax rate adoption; Public holiday or weekend not permitted; Quorum required</i> 1 <sup>st</sup> Public Hearing on Tax Rate <i>*Mayor must announce date, time, and location of vote on Tax Rate. Must have two (2) hearings in addition to Vote On Tax Rate; Public holiday or weekend not permitted; Quorum required</i>
SEP 13	CITY COUNCIL	Council Special Meeting: 2 <sup>nd</sup> Public Hearing on Tax Rate (if required) at 2:00 p.m. <i>Not earlier than 7<sup>th</sup> day after the 1<sup>st</sup> PH; Mayor must announce date, time, and location of vote on Tax Rate. Must have two (2) hearings in addition to Vote On Tax Rate; Public holiday or weekend not permitted; Quorum required</i>
SEP 15	FINANCE DEPT.	Submit tax rates to Tarrant County and Tarrant Appraisal District (TAD)
SEP 17	CITY COUNCIL	City Council Regular Meeting: Adopt Budget ( <i>Ordinance 678</i> ); Ratify Tax Rate Reflected in Budget ( <i>Vote</i> ); and Adopt Tax Rate ( <i>Ordinance 679</i> )
SEP 30	CITY COUNCIL	Last Day to Adopt Budget
OCT 24	TOWNCENTER DEVELOPMENT DISTRICT (TDD) BOARD	Approve Tax Assessment and Levy

## ALL FUNDS REVENUE SUMMARY

### REVENUE SUMMARY BY FUND

	FY16-17 ACTUAL	FY17-18 ACTUAL	FY18-19 APPROVED	FY18-19 PROJECTED	FY19-20 APPROVED	% CHANGE
GENERAL FUND	6,174,185	6,751,815	6,515,004	6,513,517	6,919,577	6%
CAPITAL REPLACEMENT FUND	605,048	124,594	164,608	162,131	185,732	15%
COURT SECURITY FUND	3,880	3,219	4,530	3,060	3,000	-2%
COURT TECHNOLOGY FUND	5,119	4,109	5,516	3,859	3,920	2%
STREET IMPROVEMENT FUND	999,873	898,171	759,714	804,195	838,926	4%
JUVENILE CASE MANAGER FUND	7,305	5,915	7,265	5,531	5,650	2%
PARK REC/OTHER DONATION FUND	237	-789	50	-	50	
TREE REFORESTATION FUND	284	771	300	1,476	500	-66%
UNCLAIMED PROPERTY FUND	-	-	-	-	-	
<b>GENERAL FUNDS</b>	<b>7,795,931</b>	<b>7,787,805</b>	<b>7,456,987</b>	<b>7,493,769</b>	<b>7,957,355</b>	<b>6%</b>
<b>GENERAL DEBT SERVICE FUND</b>	<b>1,124,198</b>	<b>1,336,570</b>	<b>1,364,170</b>	<b>1,366,432</b>	<b>1,487,585</b>	<b>9%</b>
WATER/SEWER FUND	4,950,455	4,804,331	4,010,901	3,990,551	4,028,331	1%
STORMWATER UTILITY FUND	464,206	256,278	254,950	267,600	300,900	12%
WATER IMPACT FUND	152,432	165,170	120,450	35,656	35,146	-1%
SEWER IMPACT FUND	41,762	93,162	32,664	17,401	17,201	-1%
WATER IMPROVEMENT FUND	-	-	-	-	-	
<b>WATER AND SEWER FUNDS</b>	<b>5,608,855</b>	<b>5,318,941</b>	<b>4,418,965</b>	<b>4,311,208</b>	<b>4,381,578</b>	<b>2%</b>
EDC4B FUND	522,548	989,808	629,752	677,301	700,728	3%
EDC4B CAPITAL BOND FUND	205	-	-	-	-	
EDC4B BOND RESERVE FUND	502	1,365	-	2,587	2,000	-23%
<b>EDC4B FUNDS</b>	<b>523,255</b>	<b>991,173</b>	<b>629,752</b>	<b>679,888</b>	<b>702,728</b>	<b>3%</b>
CAPITAL PROJECTS FUND	80,908	51,233	78,250	70,800	70,250	-1%
CAPITAL BOND FUND	-	-	-	-	-	
PARK DEDICATION FUND	39,737	3,866	30,800	4,105	800	-81%
LIBRARY BUILDING FUND	5,835	2,653	3,135	2,517	2,270	-10%
ROADWAY IMPACT FEE FUND	66,992	128,711	60,350	29,147	27,535	-6%
<b>CAPITAL PROJECT FUNDS</b>	<b>193,472</b>	<b>186,463</b>	<b>172,535</b>	<b>106,569</b>	<b>100,855</b>	<b>-5%</b>
TIF #1 (NEW HOPE) FUND	93,588	42,282	125,730	130,530	146,648	12%
HOTEL/MOTEL TAX FUND	-	-	-	-	-	
POLICE SEIZURE FUND	-	650	-	-	-	
LEOSE FUND	1,805	1,591	1,767	1,798	1,767	-2%
<b>SPECIAL REVENUE FUNDS</b>	<b>95,393</b>	<b>44,523</b>	<b>127,497</b>	<b>132,328</b>	<b>148,415</b>	<b>12%</b>
<b>TOTAL REVENUES</b>	<b>\$15,341,104</b>	<b>\$15,665,475</b>	<b>\$14,169,906</b>	<b>\$14,090,194</b>	<b>14,778,516</b>	<b>5%</b>

# TOTAL REVENUE SUMMARY BY FUND



## ALL FUNDS EXPENDITURE SUMMARY

### EXPENDITURE SUMMARY BY FUND

	FY16-17 ACTUAL	FY17-18 ACTUAL	FY18-19 ADOPTED	FY18-19 PROJECTED	FY19-20 APPROVED	% CHANGE
GENERAL FUND	6,195,408	6,342,153	7,151,929	6,779,728	7,782,522	15%
CAPITAL REPLACEMENT FUND	626,595	279,156	235,233	162,131	185,732	15%
COURT SECURITY FUND	-	-	700	-	-	
COURT TECHNOLOGY FUND	13,525	-	1,750	1,095	875	-20%
STREET IMPROVEMENT FUND	1,143,290	771,884	942,438	894,634	1,052,154	18%
JUVENILE CASE MANAGER FUND	11,885	12,470	13,796	13,097	13,873	6%
PARK REC/OTHER DONATION FUND	25,296	-	-	-	-	
TREE REFORESTATION FUND	-	-	-	-	-	
UNCLAIMED PROPERTY FUND	-	-	-	-	-	
<b>GENERAL FUNDS</b>	<b>8,015,998</b>	<b>7,405,663</b>	<b>8,345,846</b>	<b>7,850,685</b>	<b>9,035,156</b>	<b>15%</b>
<b>GENERAL DEBT SERVICE FUND</b>	<b>1,423,034</b>	<b>1,420,004</b>	<b>1,652,044</b>	<b>1,571,207</b>	<b>1,487,059</b>	<b>-5%</b>
WATER/SEWER FUND	3,745,157	3,574,481	4,185,745	4,298,611	4,350,939	1%
STORMWATER UTILITY FUND	334,829	173,088	279,518	205,561	585,316	185%
WATER IMPACT FUND	154,415	153,573	152,525	152,525	152,525	0%
SEWER IMPACT FUND	60,000	60,000	60,000	60,000	60,000	0%
WATER IMPROVEMENT FUND	-	-	-	-	-	
<b>WATER AND SEWER FUNDS</b>	<b>4,294,401</b>	<b>3,961,141</b>	<b>4,677,788</b>	<b>4,716,697</b>	<b>5,148,780</b>	<b>9%</b>
EDC4B FUND	624,658	983,646	540,625	539,334	572,598	6%
EDC4B CAPITAL BOND FUND	-	-	-	-	-	
EDC4B BOND RESERVE FUND	-	-	-	-	-	
<b>EDC4B FUNDS</b>	<b>624,658</b>	<b>983,646</b>	<b>540,625</b>	<b>539,334</b>	<b>572,598</b>	<b>6%</b>
CAPITAL PROJECTS FUND	76,001	83,000	83,000	106,379	104,768	-2%
CAPITAL BOND FUND	-	-	735,000	86,801	735,000	
PARK DEDICATION FUND	72	80,720	35,170	65,371	30,170	-54%
LIBRARY BUILDING FUND	8,508	12,816	2,000	5,353	2,000	-63%
ROADWAY IMPACT FEE FUND	83,630	10,000	10,000	10,000	10,000	0%
<b>CAPITAL PROJECT FUNDS</b>	<b>168,210</b>	<b>186,536</b>	<b>865,170</b>	<b>273,904</b>	<b>881,938</b>	<b>222%</b>
TIF #1 (NEW HOPE) FUND	94,987	15,702	10,000	-	-	
HOTEL/MOTEL TAX FUND	-	-	-	-	-	
POLICE SEIZURE FUND	-	-	-	-	-	
LEOSE FUND	1,650	-	1,767	1,650	1,650	0%
<b>SPECIAL REVENUE FUNDS</b>	<b>96,637</b>	<b>15,702</b>	<b>11,767</b>	<b>1,650</b>	<b>1,650</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>	<b>\$ 14,622,939</b>	<b>\$ 13,972,694</b>	<b>\$ 16,093,240</b>	<b>\$ 14,953,477</b>	<b>\$ 17,127,181</b>	<b>15%</b>

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## FUND SUMMARY: GENERAL FUND

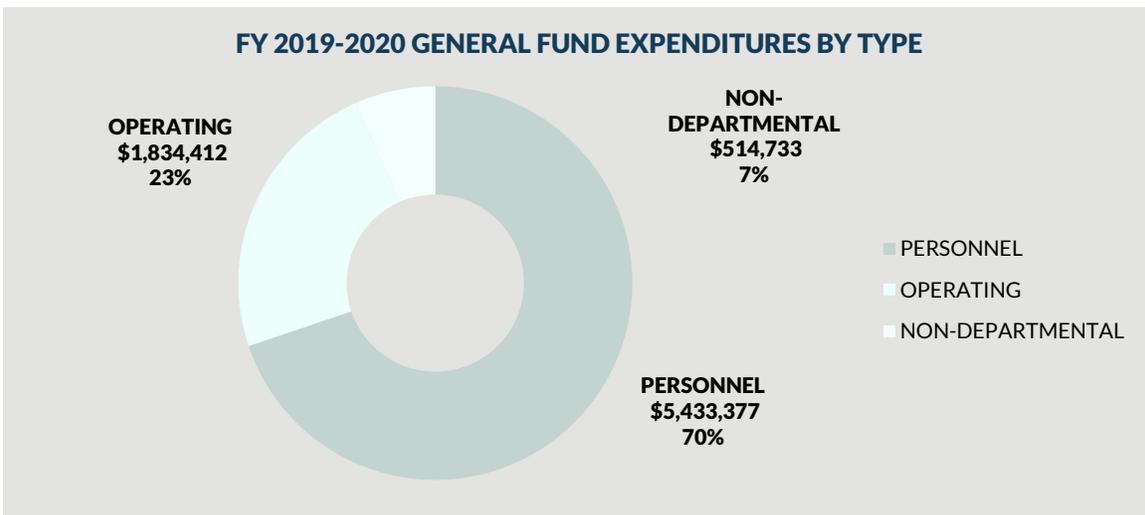
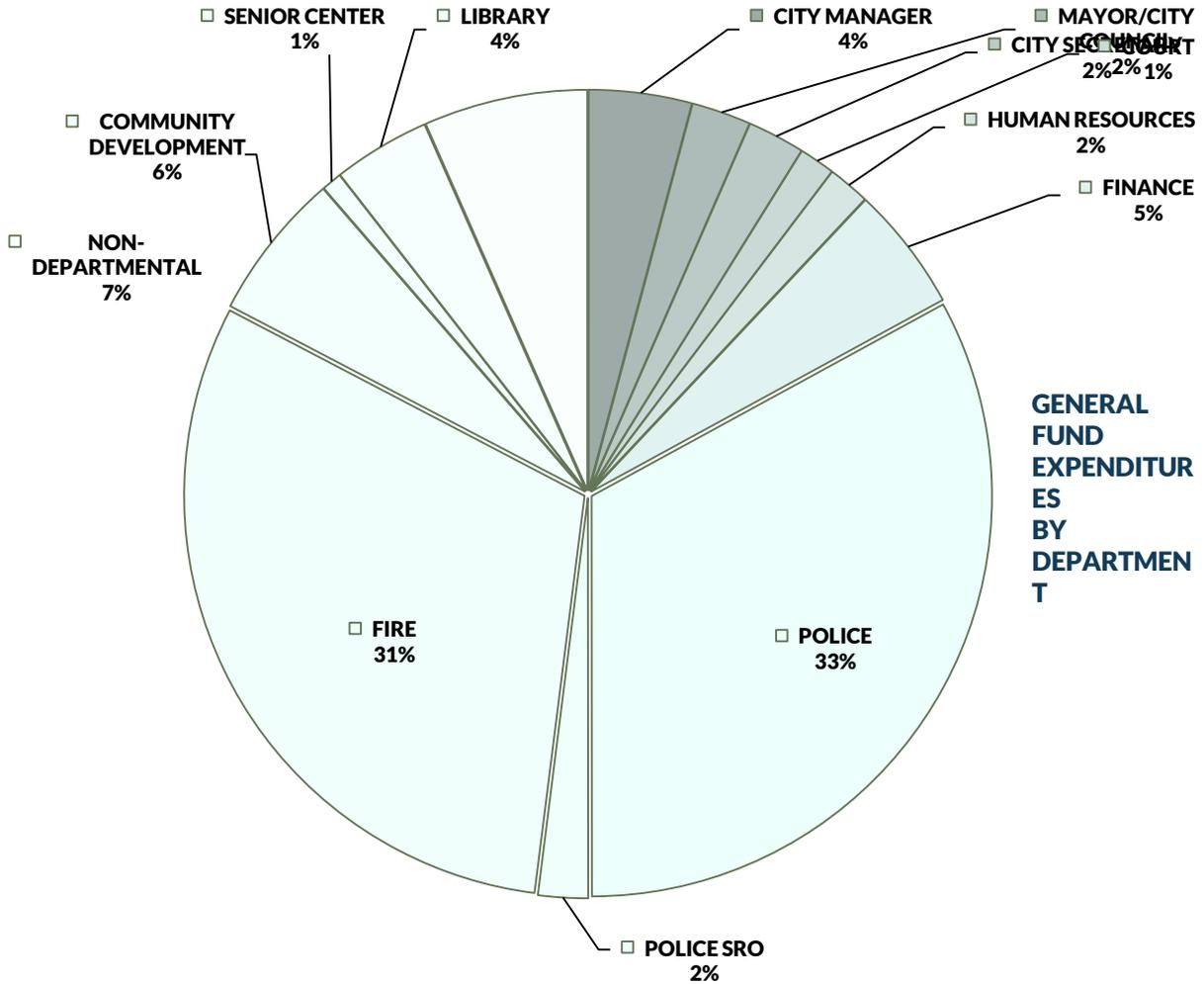
REVENUES	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED	% CHANGE
TOTAL AD VALOREM TAX RATE	0.767500	0.777500	0.725714	0.725714	0.734970	1%
LESS: I&S TAX RATE	0.185789	0.198750	0.190495	0.190495	0.190541	0%
M&O TAX RATE / \$100 VALUATION	0.581711	0.578750	0.535219	0.535219	0.544429	2%
YEAR-OVER-YEAR M&O COMPARISON	1.1313%	-0.5090%	-7.5216%	-7.5216%	1.7208%	-123%
<b>TAXABLE VALUATION</b>	<b>\$567,759,225</b>	<b>\$623,852,142</b>	<b>\$ 724,494,406</b>	<b>\$ 714,900,075</b>	<b>\$781,196,930</b>	<b>9%</b>

Property Taxes	\$ 3,519,507	\$ 3,882,162	\$ 3,832,433	\$ 3,832,433	\$ 4,210,532	10%
Sales / Beverage Taxes	1,208,557	1,459,743	1,275,794	1,353,210	1,402,458	4%
Grants / Contributions	71,416	59,329	76,327	83,400	85,100	2%
Licenses / Permits	361,030	335,340	225,370	155,499	175,070	13%
Fines / Fees	218,779	206,683	179,700	176,513	179,700	2%
Charge for Services	231,782	158,603	190,950	176,005	181,225	3%
Investment Earnings	8,526	31,926	10,000	68,000	24,017	-65%
Miscellaneous Income	40,518	32,822	106,070	46,373	5,500	-88%
Intergovernmental	515,973	580,984	614,960	615,984	652,475	6%
Surplus Sales/Rentals	22,337	4,225	3,400	6,100	3,500	-43%
<b>TOTAL REVENUES</b>	<b>\$ 6,198,425</b>	<b>\$ 6,751,817</b>	<b>\$ 6,515,004</b>	<b>\$ 6,513,517</b>	<b>\$ 6,919,577</b>	<b>6%</b>

EXPENDITURES	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED	% CHANGE
City Manager	\$ 356,066	\$ 361,526	\$ 365,464	\$ 335,716	\$ 323,076	-4%
Mayor and City Council	129,553	158,562	177,323	174,422	186,444	7%
City Secretary	152,017	130,434	164,073	173,982	179,811	3%
Municipal Court	110,036	89,729	108,148	99,072	112,701	14%
Human Resources	123,083	165,221	104,909	103,537	132,128	28%
Finance	293,954	341,383	358,365	316,745	393,017	24%
Police	2,056,591	2,119,441	2,604,764	2,371,491	2,563,035	8%
Police SRO (School Resource Officer)	133,728	142,259	155,077	149,258	156,513	5%
Fire	1,679,349	1,727,193	1,907,680	1,915,356	2,386,910	25%
Community Development	305,758	337,991	371,590	380,707	465,735	22%
Senior Citizen Center	66,084	49,895	54,528	53,244	63,376	19%
Library	284,790	311,250	268,259	276,626	305,042	10%
Non-Departmental	504,400	390,256	511,749	429,572	514,733	20%
<b>TOTAL EXPENDITURES</b>	<b>6,195,408</b>	<b>6,325,141</b>	<b>7,151,929</b>	<b>6,779,728</b>	<b>\$ 7,782,522</b>	<b>15%</b>
Total Revenues Over (Under) Exp	3,017	426,676	(636,925)	(266,211)	\$ (862,944)	224%
TOTAL Transfer In (Out)	-	-	-	-	\$ -	
<b>NET CHANGE IN FUND BALANCE</b>	<b>3,017</b>	<b>426,676</b>	<b>(636,925)</b>	<b>(266,211)</b>	<b>\$ (862,944)</b>	<b>224%</b>

BEGINNING FUND BALANCE - OCTOBER 1	2,580,297	1,340,336	1,746,714	1,746,714	\$ 1,480,503	-15%
ENDING FUND BALANCE - SEPTEMBER 30	2,583,314	1,767,012	1,109,789	1,480,503	\$ 617,559	-58%
UNASSIGNED FUND BALANCE - SEPTEMBER 30	2,583,314	1,767,012	1,109,789	1,480,503	\$ 617,559	-58%
<b>AVERAGE DAILY EXPENDITURES</b>	<b>16,974</b>	<b>17,329</b>	<b>19,594</b>	<b>18,575</b>	<b>\$ 21,322</b>	<b>15%</b>
<b>NUMBER OF DAYS RESERVE</b>	<b>152</b>	<b>102</b>	<b>57</b>	<b>80</b>	<b>29</b>	<b>-64%</b>
FUND BALANCE AS A % OF EXPENDITURES	41.70%	27.94%	15.52%	21.84%	7.94%	-64%

## FUND SUMMARY: GENERAL FUND



## GENERAL FUND REVENUES

GENERAL FUND REVENUES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
01-4001-00-00	PROPERTY TAX-CURRENT YEAR	3,470,525	3,762,009	3,787,433	3,787,433	4,155,532
01-4011-00-00	PROPERTY TAX-DELINQUENT/PY	26,269	92,208	25,000	25,000	30,000
01-4041-00-00	PROPERTY TAX-PENALTY/INTEREST	22,713	27,945	20,000	20,000	25,000
<b>TOTAL AD VALOREM TAXES</b>		<b>\$ 3,519,507</b>	<b>\$ 3,882,162</b>	<b>\$ 3,832,433</b>	<b>\$ 3,832,433</b>	<b>\$ 4,210,532</b>
01-4081-00-00	SALES TAX	1,083,958	1,341,397	1,153,794	1,231,210	1,280,458
01-4082-00-00	MIXED BEVERAGE TAX	1841	1,781	2,000	2,000	2,000
01-4083-00-00	SALES TAX-INTERLOCAL	122,758	116,565	120,000	120,000	120,000
<b>TOTAL SALES / MIXED BEVERAGE TAXES</b>		<b>\$ 1,208,557</b>	<b>\$ 1,459,743</b>	<b>\$ 1,275,794</b>	<b>\$ 1,353,210</b>	<b>\$ 1,402,458</b>
01-4087-00-00	AUTO TASK FORCE GRANT	39,878	36,455	42,827	43,604	43,600
01-4095-00-00	LONE STAR LIBRARY GRANT	9,133	8,458	-	0	0
01-4099-00-00	GRANTS AND OBLIGATIONS	2,500				
01-4069-00-00	TARRANT COUNTY 9-1-1	6,421	-	6,000	0	0
01-4098-00-00	FIRE DEPARTMENT GRANTS	13,484	14,416	27,500	39,796	41,500
<b>TOTAL GRANTS</b>		<b>\$ 71,416</b>	<b>\$ 59,329</b>	<b>\$ 76,327</b>	<b>\$ 83,400</b>	<b>\$ 85,100</b>
01-4101-00-00	BUSINESS LICENSES	5,875	5,025	5,300	167	-
01-4120-00-00	CONTRACTOR LICENSES	19,800	11,250	12,000	10,266	12,000
01-4150-00-00	CERTIFICATE OF OCCUPANCY	3,080	2,365	1,850	3,300	1,850
01-4155-00-00	BUILDING PERMITS	125,238	184,205	110,000	58,022	80,000
01-4160-00-00	ELECTRICAL PERMITS	23,225	23,062	15,000	9,169	10,000
01-4165-00-00	PLUMBING PERMITS	21,021	22,374	15,000	9,917	10,000
01-4175-00-00	MECHANICAL PERMITS	17,105	22,275	15,000	9,019	10,000
01-4182-00-00	ALCOHOL PERMITS	3,060	-	120	120	120
01-4183-00-00	CONSTRUCTION INSPECTION FEES	61,754	962	-	-	30,000
01-4190-00-00	OTHER PERMITS / FEES	32,987	39,820	30,000	30,363	2,500
01-4191-00-00	PLAT FILING FEES	4,810	2,190	2,500	9,840	2,500
01-4192-00-00	ZONE CHANGE FEES	1,500	2,500	2,500	4,399	13,000
01-4193-00-00	PLAN REVIEW FEES	15,711	14,585	13,000	7,994	1,000
01-4195-00-00	ANIMAL IMPOUNDING FEES	804	1,404	1,000	493	100
01-4196-00-00	ANIMAL REGISTRATION FEES	45	285	100	2,430	2,000
01-4197-00-00	DEVELOPER FEES	24,240				
01-4198-00-00	MOWING/DEMOLITION CHARGES	720	2,983	2,000	-	-
01-4199-00-00	REINSPECTION FEES	55	55			
<b>TOTAL LICENSES / PERMITS</b>		<b>\$ 361,030</b>	<b>\$ 335,340</b>	<b>\$ 225,370</b>	<b>\$ 155,499</b>	<b>\$ 175,070</b>
01-4255-00-00	WARRANT FEES	20,207	15,057	20,000	17,170	20,000
01-4256-00-00	ARREST FEES	6,347	5,012	6,000	5,254	6,000
01-4257-00-00	TRAFFIC CONVICTION FEES	2,560	1,868	2,250	2,250	2,250
01-4258-00-00	TIME PYMT FEES - CITY PORTION	1,397	960	1,100	1,489	1,100
01-4259-00-00	TIME PYMT FEES - JUDICIAL EFFCY	349	240	350	350	350
01-4271-00-00	ADMIN FEES - DRIVER SAFETY	2,720	2,630	2,500	2,500	2,500
01-4281-00-00	FINES / FORFEITS - FROM 2006	178,977	174,710	140,000	140,000	140,000
01-4282-00-00	COURT COSTS - CITY FROM 2006	6,222	6,206	7,500	7,500	7,500
<b>TOTAL FINES / FEES</b>		<b>\$ 218,779</b>	<b>\$ 206,683</b>	<b>\$ 179,700</b>	<b>\$ 176,513</b>	<b>\$ 179,700</b>

## GENERAL FUND REVENUES (CONT.)

01-4380-00-00	POLICE COPY/REPORTS-FROM 2006	1,072	778	950	950	950
01-4390-00-00	AMBULANCE FEES-FROM 2006	229,665	157,715	190,000	175,000	180,000
01-4391-00-00	FIRE DEPARTMENT FEES	1,045	110	-	55	275
<b>TOTAL CHARGE FOR SERVICES</b>		<b>\$ 231,782</b>	<b>\$ 158,603</b>	<b>\$ 190,950</b>	<b>\$ 176,005</b>	<b>\$ 181,225</b>
01-4401-00-00	INVESTMENT INCOME	8,526	31,926	10,000	68,000	24,017
<b>TOTAL INVESTMENT INCOME</b>		<b>\$ 8,526</b>	<b>\$ 31,926</b>	<b>\$ 10,000</b>	<b>\$ 68,000</b>	<b>\$ 24,017</b>
01-4405-00-00	LIBRARY CARDS	67	235	70	1,577	1,500
01-4409-00-00	MISCELLANEOUS INCOME	16,127	23,118	103,500	2,000	2,000
01-4410-00-00	CREDIT CARD FEES	2,043	1,526	2,000	1,365	1,500
01-4413-00-00	SCRAP RECYCLE REVENUE	1,776	-	500	-	-
01-4415-00-00	INSURANCE REIMBURSEMENTS		7,158		31,989	-
01-4417-00-00	OPEN RECORD CHARGES	160	776		1,000	500
01-4419-00-00	WORKERS COMPENSATION	20,336	-		8,442	-
01-4499-00-00	CASH OVER/(UNDER)	9	9			
<b>TOTAL MISCELLANEOUS INCOME</b>		<b>40,518</b>	<b>32,822</b>	<b>106,070</b>	<b>46,373</b>	<b>5,500</b>
01-4500-00-00	CONTRIBUTION - FIRE	391	479	350	315	350
01-4505-00-00	COUNTY CONTRIBUTION - FIRE	36,000	47,665	40,000	37,800	37,800
01-4507-00-00	COUNTY CONTRIBUTION - AMBULANC	30,454	8,823	20,000	23,608	23,608
01-4510-00-00	ADMIN CHARGE - WATER / SEWER	327,520	361,228	359,181	359,181	370,877
01-4512-00-00	ADMIN CHARGE - EDC	44,926	81,647	117,890	117,890	116,318
01-4513-00-00	CONTRIBUTION - KISD SRO	76,682	81,142	77,539	77,190	77,539
<b>TOTAL INVERGOVERNMENTAL</b>		<b>515,973</b>	<b>580,984</b>	<b>614,960</b>	<b>615,984</b>	<b>652,475</b>
01-4805-00-00	COMMUNITY CENTER RENTAL FEES	3,246	3,050	3,000	5,600	3,000
01-4806-00-00	SENIOR CITIZEN BLDG RENTALS	460	700	400	500	500
01-4807-00-00	BALLFIELD RENTALS	25				
01-4886-00-00	SALE OF PARTS/ASSETS-GAIN/LOSS	18,606	475	-	0	0
<b>TOTAL SALES/RENTALS</b>		<b>22,337</b>	<b>4,225</b>	<b>3,400</b>	<b>6,100</b>	<b>3,500</b>
		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
<b>TOTAL REVENUES</b>		<b>\$ 6,198,425</b>	<b>\$ 6,751,817</b>	<b>\$ 6,515,004</b>	<b>\$ 6,513,517</b>	<b>\$ 6,919,577</b>

## GENERAL FUND REVENUE DETAIL

GENERAL FUND REVENUE DETAIL				FY19-20 PROPOSED
4001-00-00	PROPERTY TAX - CURRENT YEAR	\$720,524,072 MILLION (SEPTEMBER CERTIFIED NET TAXABLE) / 100% COLLECTION RATE x M&O RATE (\$0.537953)	4,155,532	4,155,532
4011-00-00	PROPERTY TAX - DELINQUENT/PY	BASED ON HISTORICAL TREND	30,000	30,000
4041-00-00	PROPERTY TAX - PENALTY/INTEREST	BASED ON HISTORICAL TREND	25,000	25,000
4081-00-00	SALES TAX	GENERALLY BUDGET BASED ON	1,280,458	1,280,458
4082-00-00	MIXED BEVERAGE TAX	BASED ON HISTORICAL TREND	2,000	2,000
4083-00-00	SALES TAX - INTERLOCAL	INTERLOCAL AGREEMENT WITH CITY OF ARLINGTON FOR WALMART, FUNDS RECEIVED DIRECTLY FROM CITY; CITIES SHARE 1% TOTAL SALES TAX GENERATED BASED ON 75% ARLINGTON AND 25% KENNEDALE SHARED SPLIT	120,000	120,000
4069-00-00	TARRANT COUNTY 911	TARRANT COUNTY 911 ANNUAL	-	-
4086-00-00	COPS GRANT - PD	COPS GRANT 100% FUNDED (OFFSETTING SALARY OF COMMUNITY	-	-
4087-00-00	AUTO THEFT TASK FORCE GRANT - PD	TRI-COUNTY AUTO BURGLARY AND THEFT PREVENTION TASK FORCE (\$40,000 GRANT OFFSETTING PART OF SALARY OF INVESTIGATOR)	43,600	43,600
4095-00-00	LIBRARY GRANTS	FAMILY PLACE GRANT, TOCKER GRANT, AND OTHER LIBRARY GRANTS	-	-
4098-00-00	TARRANT COUNTY TDH EMS GRANT	TARRANT COUNTY TDH EMS GRANT	-	41,500
		ESD GRANT PENDING (ONE TIME COST)	10,000	
		NCTTRAC GRANT	4,000	
		HELPING HEROES GRANT (KOCH	2,500	
		FIREHOUSE SUBS GRANT	25,000	
4101-00-00	BUSINESS LICENSES	\$15 ANNUAL APPLICATION FEE; ACTIVE (122), RENEWAL (24), EXPIRED (30% OF 159)	-	-
4120-00-00	CONTRACTOR LICENSES	\$100 INITIAL APPLICATION FEE, \$50 ANNUAL RENEWAL FEE FOR RECURRING CONTRACTORS. PLUMBING CONTRACTORS NO LONGER REQUIRED TO PAY. ACTIVE (94), RENEWAL (15), EXPIRED (83)	12,000	12,000
4150-00-00	CERTIFICATE OF OCCUPANCY	\$55 ONE-TIME APPLICATION FEE FOR COMMERCIAL CHANGE; NEW CONSTRUCTION IS INCLUDED IN BUILDING PERMIT (5)	1,850	1,850
4155-00-00	BUILDING PERMITS	NEW RESIDENTIAL / COMMERCIAL / INDUSTRIAL / REMODEL/ADDITIONS, VARIES DEPENDING ON VALUE OF PROJECT	80,000	80,000
4160-00-00	ELECTRICAL PERMITS	NEW CONSTRUCTION (\$.06/SQUARE FEE), REPAIR (\$55 FEE)	10,000	10,000

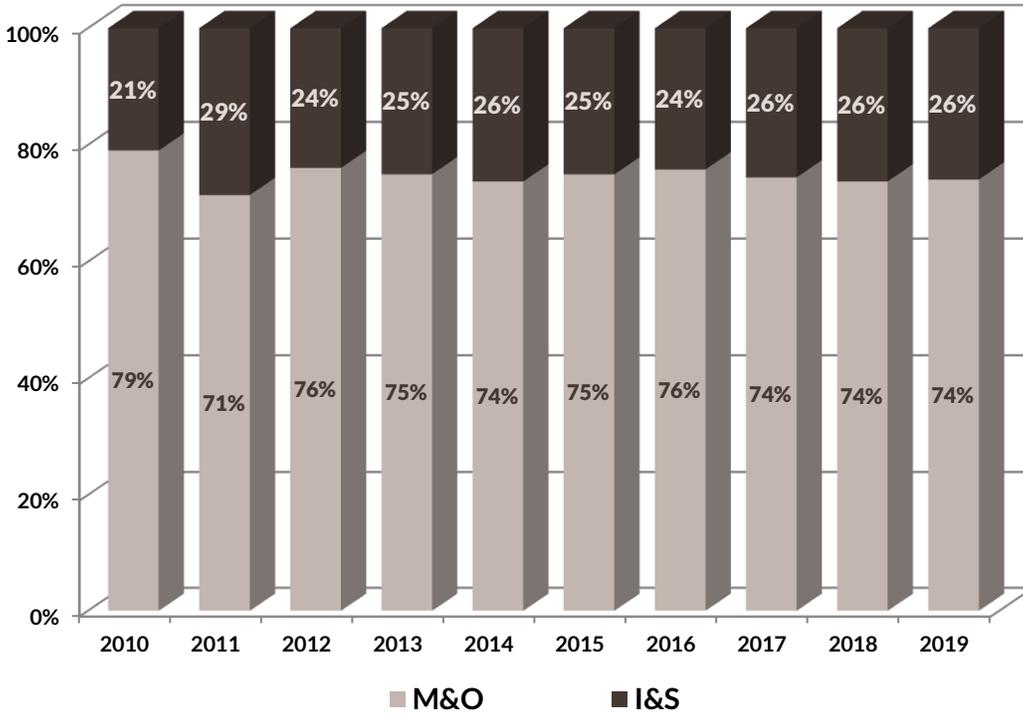
## GENERAL FUND REVENUE DETAIL (CONT.)

4165-00-00	PLUMBING PERMITS	NEW CONSTRUCTION (\$.06/SQUARE FEE), REPAIR (\$55 FEE)	10,000	10,000
4175-00-00	MECHANICAL PERMITS	\$110 APPLICATION FEE, REPAIR (\$55 FEE)	10,000	10,000
4182-00-00	ALCOHOL PERMITS	\$60 PER TABC LICENSED ISSUED, EVERY OTHER YEAR	120	120
4183-00-00	CONSTRUCTION INSPECTION FEES	4% OF CONSTRUCTION FOR SUBDIVISIONS (PUBLIC PURPOSE)	30,000	30,000
4190-00-00	OTHER PERMITS	GARAGE SALE (\$10), FENCE / POOL / ACCESSORY BUILDINGS (BASED ON VALUATION), SPECIAL EXCEPTIONS (\$250), GAS WELL PERMITS (\$5000 FOR 1 <sup>ST</sup> ), VARIANCES (\$500), CUP (\$500)	2,500	2,500
4191-00-00	PLAT FILING FEES	\$5 PLAT FILING FEE, PRELIMINARY / MINOR (\$300 PLUS \$5 LOT), FINAL (\$300 PLUS \$10 LOT), REPLAT (\$500 UP TO 10/\$1500 FOR MORE)	2,500	2,500
4192-00-00	ZONE CHANGE FEES	\$500 APPLICATION FEE/\$1500 OVER	13,000	13,000
4193-00-00	PLAN REVIEW FEES	\$55 APPLICATION FEE	1,000	1,000
4195-00-00	ANIMAL IMPOUNDING FEES	BASED ON HISTORICAL TREND	100	100
4196-00-00	ANIMAL REGISTRATION FEES	BASED ON HISTORICAL TREND	2,000	2,000
4198-00-00	MOWING / DEMOLITION CHARGES	VERY DYNAMIC ACTIVITY, LIEN RELEASED AND FUNDS COLLECTED GENERALLY UPON SALE OR REFINANCE OF PROPERTY	-	-
4199-00-00	REINSPECTION FEES	DO NOT ANTICIPATE, USUALLY ASSOCIATED WITH LARGE	-	-
4255-00-00	WARRANT FEES	MUNICIPAL COURT FEE BASED UPON TREND OF CITATIONS	20,000	20,000
4256-00-00	ARREST FEES	MUNICIPAL COURT FEE BASED UPON TREND OF CITATIONS	6,000	6,000
4257-00-00	TRAFFIC CONVICTIONS FEES	MUNICIPAL COURT FEE BASED UPON TREND OF CITATIONS	2,250	2,250
4258-00-00	TIME PYMT FEES - CITY	MUNICIPAL COURT FEE BASED UPON TREND OF CITATIONS	1,100	1,100
4259-00-00	TIME PYMT FEES - JUDICIAL EFFCY	MUNICIPAL COURT FEE BASED UPON TREND OF CITATIONS	350	350
4271-00-00	ADMIN FEES - DRIVER SAFETY	MUNICIPAL COURT FEE BASED UPON TREND OF CITATIONS	2,500	2,500
4281-00-00	FINES / FORFEITS FROM 2006	MUNICIPAL COURT FEE BASED UPON TREND OF CITATIONS	140,000	140,000
4282-00-00	COURT COSTS - CITY FROM 2006	MUNICIPAL COURT FEE BASED UPON TREND OF CITATIONS	7,500	7,500
4380-00-00	POLICE COPY/REPORTS - FROM 2006	REVENUE FROM COPIES OF POLICE ACCIDENT REPORTS/INVESTIGATIVE REPORTS ISSUED TO PUBLIC	950	950
4390-00-00	AMBULANCE FEES - FROM 2006	BASED ON HISTORICAL TREND	180,000	180,000

## GENERAL FUND REVENUE DETAIL (CONT.)

4391-00-00	FIRE DEPARTMENT FEES	MISCELLANEOUS REPORTS (FEES CHARGED BY FIRE DEPT FOR SERVICES/TRAINING PROVIDED TO OTHER ENTITIES (NO LONGER DONE))	275	275
4401-00-00	INVESTMENT INCOME	EARNING BASED UPON AVERAGE BALANCE/INTEREST RATES	24,017	24,017
4405-00-00	LIBRARY CARDS / FINES	FEE FOR ISSUED LIBRARY CARDS AND ADDITIONAL FINES COLLECTED FOR DELINQUENT BOOKS	1,500	1,500
4409-00-00	MISCELLANEOUS INCOME	MISCELLANEOUS INCOME RECEIVED	2,000	2,000
4410-00-00	CREDIT CARD FEES	CONVENIENCE CHARGE ASSESSED AS PASS-THRU FOR CREDIT CARD TRANSACTIONS; FEE IS USED TO HELP OFFSET MERCHANT PROCESSING FEES BY VISA/MASTERCARD/E-CHECK ACH DEBIT	1,500	1,500
4413-00-00	SCRAP RECYCLE REVENUE	MONEY EARNED FROM SELLING SCRAP METAL PARTS	-	-
4415-00-00	INSURANCE REIMBURSEMENTS		-	-
4417-00-00	OPEN RECORD CHARGES	OPEN RECORD REQUEST CHARGES FROM FEE SCHEDULE	500	500
4499-00-00	CASH OVER / (UNDER)	CASH OVER/(UNDER) FOR PERMITS AND COURT CASH DRAWERS	-	-
4500-00-00	CONTRIBUTION - FIRE	VARIOUS FIRE-RELATED CONTRIBUTIONS (DONATIONS FROM WATER BILL PAYERS, SMOKE DETECTOR PROGRAM, ETC)	350	350
4505-00-00	COUNTY CONTRIBUTION - FIRE	TARRANT COUNTY CONTRIBUTION PER QUARTER FOR KENNEDALE FIRE RESCUE IN ETJ OF CITY LIMITS, BASED ON # OF RUNS/PER CAPITA	37,800	37,800
4507-00-00	COUNTY CONTRIBUTION - AMBULANCE	TARRANT COUNTY CONTRIBUTION PER QUARTER FOR KENNEDALE EMS SERVICES IN ETJ OF CITY LIMITS, BASED ON # OF RUNS/PER CAPITA	23,608	23,608
4510-00-00	ADMIN CHARGE WATER/SEWER	CHARGE FOR SERVICES PROVIDED BY GENERAL FUND RESOURCES (7% TOTAL REVENUES EXCLUDING INTEREST/TRANSFERS)	370,877	370,877
4509-00-00	ADMIN CHARGE STREETS FUND	CHARGE FOR SERVICES PROVIDED BY GENERAL FUND RESOURCES	25,983	25,983
4512-00-00	ADMIN CHARGE-EDC	CHARGE FOR SERVICES PROVIDED BY GENERAL FUND RESOURCES (10% TOTAL REVENUES EXCLUDING INTEREST/TRANSFERS)	116,318	116,318
4513-00-00	CONTRIBUTION-KISD SRO	50% PAID FROM KENNEDALE ISD FOR SCHOOL RESOURCE OFFICE	77,539	77,539
4805-00-00	COMMUNITY CENTER RENTALS	RENTAL FEES FOR USE OF COMMUNITY CENTER @ 316 W 3RD STREET	3,000	3,000
4806-00-00	SR. CITIZEN BLDG RENTALS	RENTAL FEES FOR USE OF SENIOR	500	500
			<b>TOTAL REVENUES</b>	<b>\$ 6,919,577</b>

## AD VALOREM (PROPERTY TAX) COMPARISON



TAX YEAR	M&O RATE	I&S RATE	TOTAL RATE	% CHG	TAX YEAR	M&O RATE	I&S RATE	TOTAL RATE	% CHG	M&O %	I&S %
1971	0.570000	0.780000	1.350000	-	1997	0.550544	0.049456	0.600000	3.8%	92%	8%
1972	0.350000	1.000000	1.350000	0.0%	1998	0.566296	0.045081	0.611377	1.9%	93%	7%
1973	0.350000	1.000000	1.350000	0.0%	1999	0.554177	0.080823	0.635000	3.9%	87%	13%
1974	0.350000	1.000000	1.350000	0.0%	2000	0.521522	0.113478	0.635000	0.0%	82%	18%
1975	0.540000	0.810000	1.350000	0.0%	2001	0.579841	0.112659	0.692500	9.1%	84%	16%
1976	0.810000	0.540000	1.350000	0.0%	2002	0.617235	0.095265	0.712500	2.9%	87%	13%
1977	0.740000	0.610000	1.350000	0.0%	2003	0.634814	0.097686	0.732500	2.8%	87%	13%
1978	0.780000	0.570000	1.350000	0.0%	2004	0.632409	0.090091	0.722500	-1.4%	88%	12%
1979	0.760000	0.490000	1.250000	-7.4%	2005	0.624805	0.097695	0.722500	0.0%	86%	14%
1980	0.770000	0.480000	1.250000	0.0%	2006	0.628186	0.094314	0.722500	0.0%	87%	13%
1981	0.630000	0.120000	0.750000	-40.0%	2007	0.572665	0.149835	0.722500	0.0%	79%	21%
1982	0.510000	0.100000	0.610000	-18.7%	2008	0.569197	0.153303	0.722500	0.0%	79%	21%
1983	0.510000	0.090000	0.600000	-1.6%	2009	0.572729	0.149771	0.722500	0.0%	79%	21%
1984	0.368000	0.050500	0.418500	-30.3%	2010	0.571103	0.151397	0.722500	0.0%	79%	21%
1985	0.377100	0.048900	0.426000	1.8%	2011	0.516013	0.206487	0.722500	0.0%	71%	29%
1986	0.323700	0.036300	0.360000	-15.5%	2012	0.549582	0.172918	0.722500	0.0%	76%	24%
1987	0.331850	0.032750	0.364600	1.3%	2013	0.560454	0.187046	0.747500	3.5%	75%	25%
1988	0.288120	0.031880	0.320000	-12.2%	2014	0.551216	0.196284	0.747500	0.0%	74%	26%
1989	0.327000	0.030500	0.357500	11.7%	2015	0.575204	0.192296	0.767500	2.7%	75%	25%
1990	0.365670	0.034230	0.399900	11.9%	2016	0.581711	0.185789	0.767500	0.0%	76%	24%
1991	0.388500	0.051400	0.439900	10.0%	2017	0.578750	0.198750	0.777500	1.3%	74%	26%
1995	0.525856	0.056669	0.582525	32.4%	2018	0.535219	0.190495	0.725714	-6.7%	74%	26%
1996	0.529473	0.048604	0.578077	-0.8%	2019	0.544429	0.190541	0.734970	1.3%	74%	26%

## DEPARTMENT OUTLINE: CITY MANAGER

*Kennedale operates under the Council-Manager form of government, which combines the strength of an elected Mayor and Council with a professional manager and staff. The City Manager's Department oversees the day-to-day management of the City, supervises all departments and employees, reports information and makes recommendations to the City Council, and fosters economic development. The City Manager is accountable to the City Council for the proper administration of all the affairs of the city.*

### HIGHLIGHTS AND GOALS ACCOMPLISHED

- Supported the continued growth of the City
- Began negotiations with the City of Arlington to assume water and sewer operations
- Increased the number of City Council meetings

### SHORT-TERM GOALS

- Develop plan for extended development at Kennedale Parkway and I-20 to address crime and security issues (4.2)
- Develop plan for redevelopment along southeast portion of Kennedale Parkway (4.2)
- Develop tools and policies that reduce flood damage and flood risk to residents and buildings along Village Creek and its tributaries (4.2.2, 4.6, 5.0)
- Determine financing and grant strategies to fund Village Creek restoration project (4.7)

### LONG-TERM GOALS

- Enable/facilitate residential development on New Hope Road (within TIRZ) (5.0)
- Secure a commuter rail stop (6.0)
- Secure legislative option for transportation funding (6.0)
- Restoration and development of Village Creek Park (3.0)
- Installation of medians along Kennedale Parkway (6.0)

### STAFFING RESOURCES

- City Manager - 1.0 FTE
- Administrative Assistant - 1.0 FTE

## DEPARTMENT BUDGET: CITY MANAGER

1-CITY MANAGER'S OFFICE	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
PERSONNEL	284,800	315,853	312,949	290,280	268,938
OPERATIONS	71,266	45,673	52,515	45,436	54,138
<b>TOTAL CITY MANAGER'S OFFICE</b>	<b>356,066</b>	<b>361,526</b>	<b>365,464</b>	<b>335,716</b>	<b>\$ 323,076</b>

### PERSONNEL SUMMARY

#### FULL-TIME POSITIONS

City Manager	1	1	1	1	1
Administrative Assistant	1	1	1	1	1
<b>Total Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

### PERSONNEL

	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
01-5101-01-00 SALARIES	218,280	\$ 231,663	216,242	224,941	202,798
01-5107-01-00 OVERTIME	1,817	2,526	2,207	1,410	1,765
01-5111-01-00 AUTO ALLOWANCE	7,718	10,230	12,000	10,777	12,000
01-5114-01-00 LONGEVITY PAY	1,316	272	144	144	240
01-5115-01-00 RETIREMENT	31,849	40,214	58,589	30,614	30,081
01-5117-01-00 PAYROLL TAXES FICA	16,282	20,829	17,640	17,208	16,585
01-5118-01-00 MEDICAL INSURANCE	6,529	8,984	4,761	4,408	4,523
01-5120-01-00 LIFE INSURANCE	549	497	1,015	671	945
01-5121-01-00 DENTAL INSURANCE	378	502	288	84	-
01-5122-01-00 VISION INSURANCE	83	136	63	23	-
<b>TOTAL PERSONNEL</b>	<b>284,800</b>	<b>315,853</b>	<b>312,949</b>	<b>290,280</b>	<b>\$ 268,938</b>

### OPERATIONS

	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
01-5230-01-00 CLEANING SUPPLIES	0	0	50	50	50
01-5240-01-00 PRINTED SUPPLIES	61	70	100	100	100
01-5260-01-00 GENERAL OFFICE SUPPLIES	1,095	675	1200	1,200	1,200
01-5261-01-00 POSTAGE	44	19	200	30	200
01-5280-01-00 MINOR EQUIP/S MALL TOOLS	336				
01-5290-01-00 EXPENDABLE SUPPLIES	2,022	1,410	1,700	1,200	1,700
01-5440-01-00 OFFICE EQUIPMENT/S SOFTWARE MAINT.	2,098	-	2,074	3,384	3,400
01-5510-01-00 ASSOCIATION DUES PUBLICATIONS	6,383	4,314	3,339	4,000	3,490
01-5525-01-00 TRAINING/SEMINARS	1,004	2,310	2,880	1,200	2,885
01-5530-01-00 ELECTRIC SERVICES	14,109	9,845	14,700	12,000	13,000
01-5535-01-00 GAS SERVICES	2,027	2,951	2,000	3,500	4,000
01-5570-01-00 SPECIAL SERVICES	25,285	5,536	5,000	2,500	5,000
01-5575-01-00 EQUIPMENT RENTAL	6,095	6,061	6,072	6,072	5,763
01-5578-01-00 TRAVEL	2,997	7,362	8,000	5,000	8,000
01-5580-01-00 ENGINEERING SERVICES	1,987	-	-	-	-
01-5585-01-00 TELEPHONE SERVICES	2,421	2,388	2,400	2,400	2,550
01-5590-01-00 WATER/SEWER SERVICES	3,302	2,732	2,800	2,800	2,800
<b>TOTAL OPERATIONS</b>	<b>71,266</b>	<b>45,673</b>	<b>52,515</b>	<b>45,436</b>	<b>\$ 54,138</b>

<b>TOTAL CITY MANAGER'S OFFICE</b>	<b>356,066</b>	<b>361,526</b>	<b>365,464</b>	<b>335,716</b>	<b>\$ 323,076</b>
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## DEPARTMENT DETAIL: CITY MANAGER

01: GENERAL FUND			FY19-20	
01: CITY MANAGER			APPROVED	
5101-01-00	SALARIES	REFER TO PERSONNEL SUMMARY OVERVIEW	202,798	202,798
5107-01-00	OVERTIME	ADDITIONAL PAY OVER 40 HOURS PER WEEK AT 1.5 FOR NON-EXEMPT EMPLOYEES	1,765	1,765
5109-01-00	TEMPORARY/PART-TIME	INTERN (\$6 PER HOUR)	-	-
5111-01-00	AUTO ALLOWANCE	MONTHLY ALLOWANCE TO OFFSET MILEAGE AND NORMAL WEAR/TIRE ASSOCIATED WITH ADDITIONAL MEETINGS (\$250 PER MONTH FOR CITY MANAGER)	12,000	12,000
5114-01-00	LONGEVITY PAY	PAID TO EMPLOYEES WITH A MINIMUM OF TWELVE MONTHS OF SERVICE PRIOR TO SEPTEMBER 30TH OF EACH YEAR. EMPLOYEES RECEIVE \$8, \$10 OR \$12 PER MONTH FOR EACH YEAR OF SERVICE COMPLETED WITH THE CITY.	240	240
5115-01-00	RETIREMENT	REQUIRED FOR ANYTHING OVER 1000 CALENDAR HOURS. PAID MONTHLY. BASED ON JAN-DEC CALENDAR YEAR. NEW RATE RECEIVED IN MAY OF CURRENT YEAR FOR JAN-DEC OF UPCOMING FISCAL YEAR. OCT-DEC OF NEW FISCAL YEAR BILLED AT OLD RATE. RATE RECEIVED IN MAY HAS A LAG OF	30,081	30,081
5117-01-00	FICA	BASED ON 6.20% SOCIAL SECURITY/1.45% FICA, TOTALING 7.65%, ASSESSED ON ANY FORM OF PAY/INCOME TO EMPLOYEE	16,585	16,585
5118-01-00	MEDICAL INSURANCE	BASED ON MONTHLY PREMIUM	4,523	4,523
5120-01-00	LIFE INSURANCE	BASED ON LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT PREMIUM	945	945
5121-01-00	DENTAL INSURANCE	BASED ON MONTHLY PREMIUM	-	-
5122-01-00	VISION INSURANCE	BASED ON MONTHLY PREMIUM	-	-
5220-01-00	UNIFORMS	LOGO SHIRTS @ \$25 PER FOR CITY MANAGER & ADMIN ASSISTANT	-	-
5230-01-00	CLEANING SUPPLIES	WIPES, PAPER TOWELS, ITEMS TO CLEAN BOARD ROC	50	50
5240-01-00	PRINTED SUPPLIES	BUSINESS CARDS	50	100
		MAPS	50	
5260-01-00	GENERAL OFFICE SUPPLIES	PENS, PENCILS NOTEBOOKS, COPY PAPER, ETC.	1,200	1,200
5261-01-00	POSTAGE	CITY PUBLICATION MAILINGS & OTHER MAIL	200	200
		MAIL FOR ANNEXATION NOTICES (ONE-TIME COST)	-	
5280-01-00	MINOR EQUIP /SMALL TOOLS<\$5K	NEW CHAIR FOR ADMINISTRATION (\$150)	-	-
5290-01-00	EXPENDABLE SUPPLIES	BREAKROOM SUPPLIES/COFFEE SERVICE	1,200	1,700
		FOOD/REFRESHMENTS FOR MEETINGS	500	
5403-01-00	BUILDING MAINTENANCE	MOVED TO CITY SECRETARY BUDGET	-	-
5440-01-00	OFFICE EQUIP/SOFTWARE MAINT	PITNEY BOWES POSTAGE MACHINE SUPPLIES	200	3,400
		ALLIANCE MAINTENANCE (\$127 MONTH); OVERAGES (\$350)	3,200	
5510-01-00	ASSOC DUES/PUBLICATIONS	MEMBERSHIPS: ICMA (\$1500), TCMA (\$450), NTCMA (\$75)	2,025	3,490
		CITYBASE.NET/LEWIS MCLAIN		
		INFARGARD DALLAS MEMBERS ALLIANCE		
		TTC MAG SUBSCRIPTION (\$15)	-	
		ATMOS STEERING COMMITTEE(490) ONCOR COMMITTEE (875)	1,365	
		SAMS CLUB ANNUAL BUSINESS MEMBERSHIP	100	

**DEPARTMENT DETAIL: CITY MANAGER (CONT.)**

5525-01-00	TRAINING/SEMINARS	TML (\$425), ICMA (\$730), TCMA (\$380), NLC (\$600) REGISTRATION; CONTINUED ED FOR ADMINISTRATIVE ASSISTANT (\$250) SUCCESSION PLANNING (1 CPM)	2,385	2,885
		BOOKS/VIDEOS FOR STAFF & MANAGER'S MEETINGS	500	
5530-01-00	ELECTRIC SERVICES	PROVIDED BY GEXA ENERGY	13,000	13,000
5535-01-00	GAS SERVICES	PROVIDED BY ATMOS ENERGY	4,000	4,000
5570-01-00	SPECIAL SERVICES	SPECIAL PROJECTS AND STUDIES AS NEEDED	5,000	5,000
5575-01-00	EQUIPMENT RENTAL	PITNEY BOWES POSTAGE MACHINE (\$516 QUARTERLY)	2,064	5,763
		SAVIN COPIER RENTAL (\$278 MO + \$363)	3,699	
5578-01-00	TRAVEL	TRAVEL ASSOCIATED W/TRAINING & ADDITIONAL BUSINESS LUNCH COSTS	8,000	8,000
5580-01-00	ENGINEERING SERVICES	ENGINEERING SERVICES/DRC MEETINGS ANNEXATION COST FOR TRIANGLE (ONE-TIME COST)	-	-
5585-01-00	TELEPHONE SERVICES	CITY MANAGER CELL (\$75 x 26 PAY PERIODS) + FAX (\$50 MO)	2,550	2,550
5590-01-00	WATER/SEWER SERVICES	PROVIDED BY THE CITY/ARLINGTON/FORT WORTH	2,800	2,800
5705-01-00	TRANSFER OUT-CAP REPLACE FUND	VEHICLES/EQUIPMENT COMPUTERS	-	-
5820-01-00	BUILDING IMPROVEMENT		-	-
5860-01-00	OFFICE EQUIPMENT		-	-
<b>TOTAL EXPENDITURES</b>			<b>\$ 323,076</b>	

## DEPARTMENT OUTLINE: MAYOR AND COUNCIL

The City Council consists of a Mayor and five Councilmembers elected at-large for two-year terms. Regular meetings are held on the third Tuesday of each month at 7:00 p.m. (Work Session at 5:30 p.m.), and special or joint meetings (with Advisory Boards) are scheduled as needed. Council has adopted the Carver Policy Governance® Model and governs on behalf of the ownership – the residents of Kennedale.

### HIGHLIGHTS AND GOALS ACCOMPLISHED

- Council to attend Policy Governance Training
- Brought on two new members of Council
- Attended various community meetings
- Mayor Brian Johnson Chairs the Tarrant Regional Transportation Committee (TRTC); serves as Treasurer of the Southeast Tarrant Transportation Partnership (SETT); and is involved with the National League of Cities (NLC) Youth and Family Council and the Texas Municipal League (TML) Legislative Policy Committee for Utilities and Transportation

### SHORT-TERM GOALS

- Strategic Plan Update
- Work with TxDOT and Metropolitan Planning Organizations (MPO) to fund the I-20/820/287 Interchange (the “Southeast Connector”)
- Coordinate with NCTCOG and TxDOT to develop a traffic access policy

### LONG-TERM GOALS

- Secure a commuter rail stop
- Secure legislative option for transportation funding
- Restoration and development of Village Creek Park

### STAFFING RESOURCES

- The City Council’s linkage to the organization is through the City Manager
- Delegation policies are contained in the adopted Governance Policies



ADVISORY BOARD AND COMMISSION REGULAR MEETING SCHEDULE	
Board of Adjustment (BOA) & Board of Appeals (BBA)	2 <sup>nd</sup> Tuesdays at 7:00 p.m., <i>as needed</i>
Economic Development Corporation (EDC) Board	4 <sup>th</sup> Tuesdays at 7:00 p.m.
Keep Kennedale Beautiful (KKB) Commission	2 <sup>nd</sup> Tuesdays at 6:00 p.m.
Library Board	Quarterly ( <i>time varies, at Library (316 W 3<sup>rd</sup> St.)</i> )
Parks and Recreation Board	1 <sup>st</sup> Wednesdays at 7:00 p.m.
Planning and Zoning (P&Z) Commission	3 <sup>rd</sup> Thursdays at 7:00 p.m.
TownCenter Development District (TDD) Board	Annually
Tax Increment Reinvestment Zone (TIRZ) #1 Board	Annually
Utility and Infrastructure Board (UIB)	1 <sup>st</sup> Tuesdays of odd-numbered months at 7:00 p.m.
Youth Advisory Council (YAC)	Determined by Membership Annually

Meetings are held at City Hall (405 Municipal Drive, Kennedale, TX 76060) unless otherwise noted. Dates and times are subject to change. Consult the calendar at [www.cityofkennedale.com/cal](http://www.cityofkennedale.com/cal) for current information or visit [www.cityofkennedale.com/agendas](http://www.cityofkennedale.com/agendas) to subscribe to agendas and packets.

## DEPARTMENT BUDGET: MAYOR AND COUNCIL

2-MAYOR/CITY COUNCIL		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
PERSONNEL		-	-	-	-	-
OPERATIONS		129,553	158,562	177,323	174,422	186,444
<b>TOTAL MAYOR/CITY COUNCIL</b>		<b>129,553</b>	<b>158,562</b>	<b>177,323</b>	<b>174,422</b>	<b>186,444</b>
<b>PERSONNEL SUMMARY</b>						
<b>FULL-TIME POSITIONS</b>						
-		0	0	0	0	0
Total Positions		0	0	0	0	0
<b>OPERATIONS</b>						
		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
01-5240-02-00	PRINTED SUPPLIES	11,305	274	600	300	600
01-5260-02-00	GENERAL OFFICE SUPPLIES	-	-	100	100	100
01-5261-02-00	POSTAGE	-	-	-	-	-
01-5290-02-00	EXPENDABLE SUPPLIES	159	-	-	-	-
01-5440-02-00	OFFICE EQUIPMENT/SOFTWARE MAI	-	-	-	-	-
01-5510-02-00	ASSOCIATION DUES PUBLICATIONS	5,887	5,677	6,235	5,634	6,562
01-5511-02-00	VOLUNTEER MEETINGS	421	388	600	600	544
01-5525-02-00	TRAINING/SEMINARS	1,640	1,000	2,500	2,500	3,500
01-5565-02-00	LEGAL SERVICES	94,038	143,884	150,000	150,000	150,000
01-5570-02-00	SPECIAL SERVICES	11,835	1,288	1,288	1,288	7,638
01-5570-02-00	SPECIAL EVENTS	1,315	5,172	10,000	8,000	11,500
01-5578-02-00	TRAVEL	2,953	879	6,000	6,000	6,000
<b>TOTAL OPERATIONS</b>		<b>129,553</b>	<b>158,562</b>	<b>177,323</b>	<b>174,422</b>	<b>\$ 186,444</b>
<b>TOTAL MAYOR/CITY COUNCIL</b>		<b>129,553</b>	<b>158,562</b>	<b>177,323</b>	<b>174,422</b>	<b>\$ 186,444</b>

## DEPARTMENT DETAIL: MAYOR AND COUNCIL

01: GENERAL FUND			FY19-20	
02: MAYOR/CITY COUNCIL			APPROVED	
5240-02-00	PRINTED SUPPLIES	ALL BOARD NAME PLATES, BUSINESS CARDS COMMUNICATIONS TOOLS	600	600
5260-02-00	GENERAL OFFICE SUPPLIES	PENS, PENCILS NOTEBOOKS, COPY PAPER, ETC.	100	100
5261-02-00	POSTAGE		-	-
5280-02-00	MINOR EQUIP/SMALL TOOLS<\$5K		-	-
5290-02-00	EXPENDABLE SUPPLIES	COUNCIL REFRESHMENTS FOR COUNCIL MEETINGS		-
5510-02-00	ASSOC DUES/PUBLICATIONS	NORTH CENTRAL TEXAS COG (OCT)	800	6,562
		MAYOR'S COUNCIL OF TARRANT COUNTY (OCT)	350	
		ASCAP (\$370)/BMI (\$350): MUSIC LICENSES FOR ALL CITY FACILITIES/FUNCTIONS (APR)	720	
		TEXAS MUNICIPAL LEAGUE MEMBERSHIP (SEP)	1,900	
		NATIONAL LEAGUE OF CITIES (JUN)	1,117	
		VISION NORTH TEXAS	-	
		TARRANT REGIONAL TRANSPORTATION COUNCIL (SEP)	800	
		REGIONAL TRANSPORTATION COUNCIL	250	
		TARRANT ASSOCIATION OF BLACK CITY COUNCIL	125	
		SETP - SOUTHEAST TARRANT TRANSPORTATION PARTNERSHIP	500	
		NORTH TEXAS COMMISSION (\$1200)	-	
5511-02-00	VOLUNTEER MEETINGS	COUNCIL MEETINGS (\$1 PER MEETING, 6 MEMBERS, 12 MEETINGS/YEAR); \$1 PER SPECIAL MEETING, 6 MEMBERS, 6 MEETINGS/YEAR)	144	544
		PLANNING & ZONING (\$1 PER MEETING, 9 MEMBERS, 12 PER YEAR)	108	
		BOARD OF ADJUSTMENT/BUILDING BOARD OF APPEALS (\$1 PER MEETING, 9 MEMBERS, 6 PER YEAR)	54	
		LIBRARY ADVISORY BOARD (\$1 PER MEETING, 7 MEMBERS, 4 PER YEAR)	28	
		PARKS & RECREATION BOARD (\$1 PER MEETING, 7 MEMBERS, 12 MEETINGS/YEAR)	84	
		UTILITY AND INFRASTRUCTURE BOARD (\$1 PER MEETING, 7 MEMBERS, 6 MEETINGS/YEAR)	42	
		KEEP KENNEDALE BEAUTIFUL/KBB (\$1 PER MEETING, 7 MEMBERS, 12 PER YEAR)	84	
5525-02-00	TRAINING/SEMINARS	NATIONAL LEAGUE OF CITIES (NLC) (3 MEMBERS)	1,500	3,500
		OTHER COUNCIL TRAINING, EVENTS, LUNCHEONS	2,000	
5565-02-00	LEGAL SERVICES	LEGAL SERVICE TO TAYLOR, OLSON, ADKINS, STRALLA & ELAM, LLP (TOASE)	150,000	150,000
		VILLAGE CREEK LEGAL STRATEGY (ONE TIME COST)		
		BOOSTER PUMP (ONE TIME COST)		
		ARLINGTON WATER CONTRACT (ONE TIME COST)	-	
5570-02-00	SPECIAL SERVICES	FLOWERS/SYMPATHY	350	7,638
		CONSULTANT/ACILITATOR FOR ANNUAL COUNCIL	6,000	
		FORT WORTH TRANSPORTATION AUTHORITY - PARATRANSIT PARTICIPATION	1,288	
		STRATEGIC PLANNING 2025 UPDATE (ONE TIME COST)		

**DEPARTMENT DETAIL: MAYOR AND COUNCIL (CONT.)**

5571-02-00	SPECIAL EVENTS	TRUNK OR TREAT/PUMPKINPALOOZA	1,000	11,500
		INFORMATIONAL BLOCK PARTY		
		GATHERINGS/REFRESHMENTS		
		CHRISTMAS TREE LIGHTING	2,500	
		SEED MONEY FOR THEATER IN THE PARK	3,000	
		LEGISLATIVE ACTIVITIES		
		YOUTH ADVISORY COUNCIL SEED MONEY (REVENUE & EXPENSES UNDER FUND 41)	5,000	
		ART IN THE PARK SEED MONEY (REVENUE & EXPENSES UNDER FUND 41)	-	
5577-02-00	MAYOR EXPENSES		-	-
5578-02-00	TRAVEL	HOTEL, MILEAGE, FOOD FOR NLC & LEADERSHIP/COUNCIL RELATED TRAINING	6,000	6,000
<b>TOTAL EXPENDITURES</b>				<b>\$ 186,444</b>

## DEPARTMENT OUTLINE: CITY SECRETARY

*The City Secretary's Office documents, catalogs, safeguards, and provides on-demand access to all business and legal records created or received by the City and the EDC. The Office of Communications disseminates information of interest to residents, stakeholders, and the media via printed publications, the website, social media, the e-newsletter, and press releases.*

### HIGHLIGHTS AND GOALS ACCOMPLISHED

- Staffed Charter Review Committee, resulting in a Special Election with three amendments, each approved by the voters
- Redesign of cityofkennedale.com with a focus on professionalism and easy navigation
- Promoted the newsletter, resulting in a 250% increase in subscriptions since FY16 and an open rate that is twice the industry average
- Designed Summer Reading Club materials including the registration flyer, website, and a dedicated email in the new Savannah platform
- Promoted the Youth Advisory Council (YAC) and received more applications than any previous year (20), resulting in the board being expanded

### SHORT-TERM GOALS

- Continued growth of online subscriptions and social media; and standardize imagery
- Strengthen civic engagement by streaming Council and board meetings
- Increase media coverage for community events and achievement announcements
- Train personnel and board members on Open Meetings Act and Public Information Act
- Evaluate status of records both locally and off-site to free up space and reduce costs

### LONG-TERM GOALS

- Develop brand standards and increase communication
- Develop Policies and Procedures Manual for the City Secretary's Office
- Strive for accuracy and consistency of municipal code, in all publications, at all times
- Restructure Laserfiche document storage system and train departments on best practices
- Increase regional relationships and coordination with the media and other local entities

### STAFFING RESOURCES

- City Secretary - 1.0 FTE

## DEPARTMENT BUDGET: CITY SECRETARY

3-CITY SECRETARY	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
PERSONNEL	66,297	62,348	76,691	87,152	89,252
OPERATIONS	85,720	68,086	87,382	86,830	90,559
<b>TOTAL CITY SECRETARY OFFICE</b>	<b>152,017</b>	<b>130,434</b>	<b>164,073</b>	<b>173,982</b>	<b>\$ 179,811</b>

### PERSONNEL SUMMARY

#### FULL-TIME POSITIONS

City Secretary & Communications Coord.	1	1	1	1	1
<b>Total Positions</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

PERSONNEL	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
01-5101-03-00 SALARIES	53,942	50,727	62,362	70,996	68,598
01-5114-03-00 LONGEVITY PAY	168	264	360	360	570
01-5115-03-00 RETIREMENT	7,819	7,214	8,878	10,055	9,597
01-5117-03-00 PAYROLL TAXES FICA	4,144	3,905	4,798	5,431	5,291
01-5118-03-00 MEDICAL INSURANCE	-	-	-	-	4,523
01-5120-03-00 LIFE INSURANCE	224	237	293	310	321
01-5121-03-00 DENTAL INSURANCE	-	-	-	-	288
01-5122-03-00 VISION INSURANCE	-	-	-	-	63
<b>TOTAL PERSONNEL</b>	<b>66,297</b>	<b>62,348</b>	<b>76,691</b>	<b>87,152</b>	<b>\$ 89,252</b>

OPERATIONS	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
01-5240-03-00 PRINTED SUPPLIES	-	75	200	200	300
01-5261-03-00 POSTAGE	70	79	150	150	150
01-5403-03-00 BUILDING MAINTENANCE	40,119	31,814	31,820	37,000	33,386
01-5440-03-00 OFFICE EQUIPMENT/SOFTWA	19,466	14,964	21,404	27,065	23,300
01-5501-03-00 ADVERTISING	4,437	3,506	6,600	3,000	6,600
01-5510-03-00 ASSOCIATION DUES PUBLICA	719	639	615	615	700
01-5525-03-00 TRAINING/SEMINARS	1,000	810	1,600	1,500	1,200
01-5570-03-00 SPECIAL SERVICES	8,259	9,221	10,053	7,500	9,653
01-5573-03-00 ELECTION SERVICES	8,724	4,539	10,100	7,500	13,000
01-5574-03-00 FILING FEES	1,490	380	2,000	500	500
01-5578-03-00 TRAVEL	1,436	2,059	2,840	1,800	1,770
<b>TOTAL OPERATIONS</b>	<b>85,720</b>	<b>68,086</b>	<b>87,382</b>	<b>86,830</b>	<b>\$ 90,559</b>

<b>TOTAL CITY SECRETARY'S OFFICE</b>	<b>152,017</b>	<b>130,434</b>	<b>164,073</b>	<b>173,982</b>	<b>\$ 179,811</b>
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## DEPARTMENT DETAIL: CITY SECRETARY

01: GENERAL FUND			FY19-20	
03: CITY SECRETARY			APPROVED	
5101-03-00	SALARIES	SEE PERSONNEL SUMMARY OVERVIEW	68,598	68,598
5109-03-00	TEMPORARY/PART-TIME	SEE PERSONNEL SUMMARY OVERVIEW	-	-
5114-03-00	LONGEVITY PAY	PAID TO EMPLOYEES WITH A MINIMUM OF TWELVE MONTHS OF SERVICE PRIOR TO SEPTEMBER 30TH OF EACH YEAR. EMPLOYEES RECEIVE \$8, \$10 OR \$12 PER MONTH FOR EACH YEAR OF SERVICE COMPLETED WITH THE CITY.	570	570
5115-03-00	RETIREMENT	REQUIRED FOR ANYTHING OVER 1000 CALENDAR HOURS.RATE RECEIVED IN MAY HAS A LAG OF ONE YEAR DUE TO ACTUARIAL STUDY (I.E., JAN 2008 RATE BASED ON DEC 2006 STUDY).	9,597	9,597
5117-03-00	FICA	BASED ON 6.20% SOCIAL SECURITY/1.45% FICA, TOTALING 7.65%, ASSESSED ON ANY FORM OF PAY/INCOME TO EMPLOYEE	5,291	5,291
5118-03-00	MEDICAL INSURANCE	BASED ON MONTHLY PREMIUM	4,523	4,523
5120-03-00	LIFE INSURANCE	BASED ON LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT PREMIUM	321	321
5121-03-00	DENTAL INSURANCE	BASED ON MONTHLY PREMIUM	288	288
5122-03-00	VISION INSURANCE	BASED ON MONTHLY PREMIUM	63	63
5220-03-00	UNIFORMS	2 CITY SHIRTS @ \$24.50	-	-
5240-03-00	PRINTED SUPPLIES	CITY LETTERHEAD, ENVELOPES & BUSINESS CARDS PRINTED COMMUNICATION MATERIALS	200 100	300
5260-03-00	GENERAL OFFICE SUPPLIES	FOLDERS, BINDERS, DIVIDERS, PENCILS, PENS, POST-ITS, LABELS, CLIPS, LEGAL PADS, PAGE FLAGS BOXES FOR RECORD STORAGE (50 X 1.50 EACH)	- -	-
5261-03-00	POSTAGE	POSTAGE COST FOR MAILOUTS	150	150
5280-03-00	MINOR EQUIP/SMALL TOOLS<\$5K		-	-
5403-03-00	BUILDING MAINTENANCE	CLEANING SERVICE (\$945/MO, TWICE WEEKLY) FLAGS FOR CITY HALL & TOWN CENTER PARK FLOOR BUFFING (RED HALLWAY TILES 2X @ \$225) + CARPET STANLEY SECURITY MONITORING (\$221/MO) ANNUAL FIRE EXTINGUISHER INSPECTIONS PEST CONTROL SERVICES (\$79/QTR) GENERAL BUILDING MAINTENANCE (PAPER TOWELS, TOILET PAPER) HEATING/AC SERVICE (\$435/QTR, PLUS \$750 ANNUAL MAINTENANCE) WINDOW CLEANING (4 TIMES @ \$147) ONE TIME BUILDING IMPROVEMENT (FLOORS, SECURITY, A/C) KEYS, LOCK REPLACEMENT & PLUMBING, ELECTRICAL, MISC. REPAIRS	11,340 250 1,450 2,652 200 316 3,600 2,490 588 8,000 2,500	33,386
5440-03-00	OFFICE EQUIP/SOFTWARE MAINT	CIVIC CLERK AGENDA MANAGEMENT SOFTWARE (3% ANNUAL INCREASE) CIVIC PLUS WEBSITE PLATFORM (CITYOFKENNEDEALE.COM) JUST FOIA (MCCI) OPEN RECORDS MANAGEMENT SOFTWARE LASERFICHE (MCCI) (\$9,420 ANNUAL + TECH ASSISTANCE (VARIES)) ADOBE READER PRO SUBSCRIPTION + STOCK PHOTOS (\$50/MO) DROPBOX PROFESSIONAL (3TB) EPSON WORKFORCE ES400 DESKTOP SCANNER (\$250 + CABLES)	5,400 4,300 2,500 10,000 600 200 300	23,300

**DEPARTMENT DETAIL: CITY SECRETARY (CONT.)**

5501-03-00	ADVERTISING	PUBLIC HEARING/LEGAL NOTICES - BIDS, BUDGET, ORDINANCES, TDD	6,000	6,600
		ANNEXATION NOTICES (ONE TIME COST)	-	
		ELECTION NOTICE	600	
5510-03-00	ASSOC DUES/PUBLICATIONS	TEXAS MUNICIPAL CLERK'S ASSOCIATION (TCMA)	100	700
		FORT WORTH STAR-TELEGRAM SUBSCRIPTION (\$406 PER YEAR)	-	
		3CMA MEMBERSHIP	-	
		TMCA YELLOW ROSE CHAPTER	50	
		STAR-TELEGRAM ANNUAL SUBSCRIPTION	550	
		TEXAS ASSOCIATION OF PUBLIC INFORMATION OFFICERS (TAMIO) MEMBERSHIP	-	
		NOTARY LICENSE- CITY SECRETARY (EVERY 2 YEARS)	-	
5525-03-00	TRAINING/SEMINARS	TMCA SEMINARS (\$300 x 2 SEMINARS + \$25 X 2 TESTS + \$50 RE-CERTIFICATION ENROLLMENT)	700	1,200
		TAMIO CONFERENCE - CS	-	
		CERTIFIED PUBLIC COMMUNICATOR PROGRAM - CS (ONE TIME COST)	-	
		VARIOUS DAY SEMINAR EVENTS (UMANT, TAMIO, NTMCA, ETC)	500	
5570-03-00	SPECIAL SERVICES	ACCESS RECORD STORAGE - BOXES STORED + RETRIEVAL/RETURN + DESTRUCTION	3,000	9,653
		BRANDING AND IMAGING (VIDEOGRAPHER/PHOTOGRAPHER, BANNERS, PROMOTION, ETC)	-	
		MUNICODE CORP - CODIFICATION OF CITY CODES (275 PAGES @ \$19.50/PAGE)	5,363	
		MUNICIPAL CODE CORP-ONLINE CODE	1,000	
		PUBLICATION ANNUAL(\$950); CHARTER LINK (\$50)	290	
		MUNICODE - MONTHLY ONLINE UPDATES	-	
5573-03-00	ELECTION SERVICES	GENERAL ELECTION (MAY)	13,000	13,000
		SPECIAL ELECTION (NOVEMBER)	-	
5574-03-00	FILING FEES	NOTICE OF LIEN & STATEMENT OF EXPENSES - PLATS, BUDGET DOCUMENTS, ETC.	500	500
5578-03-00	TRAVEL	TMCA TRAVEL EXPENSE (2 CONFERENCES)	1,050	1,770
		YAC SUMMIT	-	
		MILEAGE: REGIONAL CONFERENCES/TRAINING;	600	
		TRAINING LUNCHEONS - TMCA CHAPTER (\$20 X 6)	120	
		LOCAL & MISCELLANEOUS SEMINARS	-	
5705-03-00	TRANSFER OUT-CAP REPLACE FUND	VEHICLES/EQUIPMENT	-	-
		COMPUTERS	-	-
5863-03-00	TECHNOLOGICAL		-	-
<b>TOTAL EXPENDITURES</b>			<b>\$ 179,811</b>	

# Annual Events & Programs

WWW.CITYOFKENNEDALE.COM/CAL

## KIDFISH

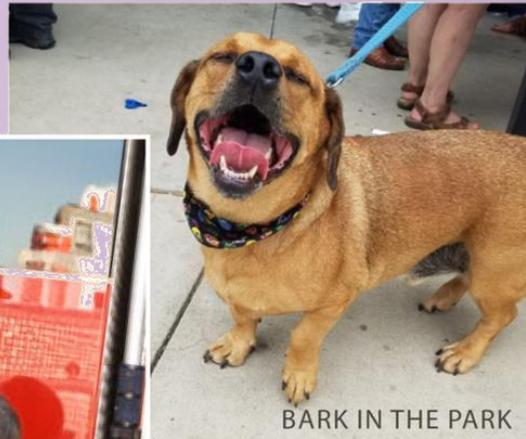


## May

- Kids to Parks Day: Bark in the Park and KIDFISH at Sonora Park
- KKB "Don't Mess With Texas" Cleanup
- City-Wide Garage Sale
- The Splash Pad at Sonora Park is typically open from Memorial Day to Labor Day

## June & July

- The Mayor's Summer Reading Club  
Visit [KennedaleLibrary.org/summer](http://KennedaleLibrary.org/summer) for more info!



BARK IN THE PARK



PUBLIC SAFETY OPEN HOUSE



SUMMER READING CLUB

## Throughout the Year

- Bird Workshops: January, April, July, and October
- YAC Movies in the Park and Food Truck Nights
- Library Programs Include: LEGO Club, Babygarten, Storytime, Quilting Group, Movie Matinees, STEM Club for Families, Book Clubs, and Family Place events
- KKB Adopt-A-Spot, Cleanups, and Demonstration Garden
- Public Meetings and Town Halls



YAC MOVIES IN THE PARK

*September*

- KKB Bring It! Cleanup

*October*

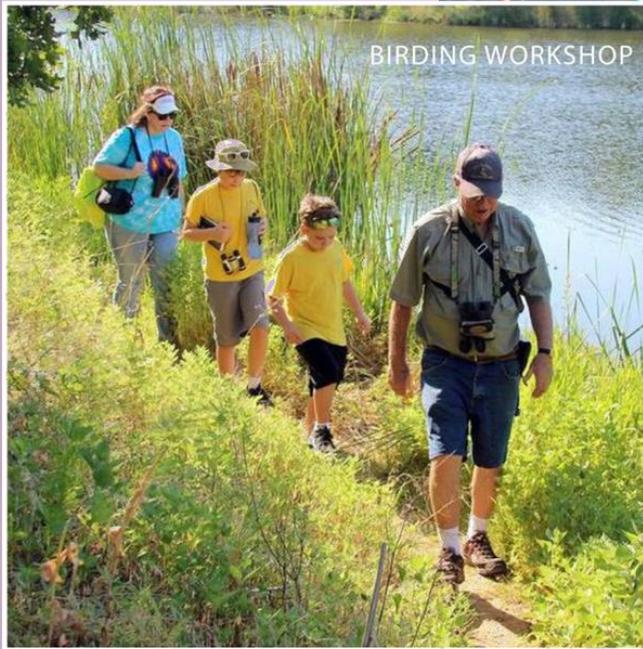
- Public Safety Open House
- KPD Drug Takeback
- Library's Pumpkin-Palooza, YAC Trunk-or-Treat, and Senior Center Craft Fair
- Kennedale Professional Firefighters Association (KPFPA) Golf Tournament

*November*

- KKB Arbor Day Celebration
- KPFPA Angel Tree

*December*

- Gingerbread Wonderland at the Library
- Christmas Tree Lighting Festival



*Never miss an event! Subscribe at*

[WWW.CITYOFKENNEDALE.COM/SUBSCRIBE](http://WWW.CITYOFKENNEDALE.COM/SUBSCRIBE)

## DEPARTMENT OUTLINE: MUNICIPAL COURT

*The function of this department is provide the highest level of service, in partnership with the community, to foster a safe atmosphere promoting the highest quality of life for all people.*

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### HIGHLIGHTS AND GOALS ACCOMPLISHED

- Window clerk now accepts payments for both Court and Utility Billing (4.1)
- Upgraded LT Systems and Brazos Electronic Citation programs (4.1)
- Purchased three new ticket writers and printers for Police Department (4.1)

### SHORT-TERM GOALS

- Update Procedure Manual with new software changes and new procedures (4.5)
- Establish partnership with City of Fort Worth Teen Court

### LONG-TERM GOALS

- Coordinate with Kennedale ISD to offer “Distracted Driving : Alive At 25” (1.3, 4.1)
- Set up information in community events in TownCenter Park and the Library (1.3, 4.1)
- Purchase 5 more ticket writers and printers for Police Department (for a total of 8) (4.1)

### STAFFING RESOURCES

- Court Administrator/Juvenile Case Manager (JCM) – 1.0 FTE
- Court Administrative Assistant (PT) – 0.5 FTE
- Municipal Judge – Contracted
- City Attorney – Contracted

## DEPARTMENT BUDGET: MUNICIPAL COURT

4-MUNICIPAL COURT	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
PERSONNEL	72,586	56,308	69,679	60,599	71,699
OPERATIONS	37,450	33,421	38,469	38,495	41,002
<b>TOTAL MUNICIPAL COURT OFFICE</b>	<b>110,036</b>	<b>89,729</b>	<b>108,148</b>	<b>99,094</b>	<b>\$ 112,701</b>

### PERSONNEL SUMMARY

#### FULL-TIME POSITIONS

Court Administrator/JCM	1	1	1	1	1
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#### PART-TIME POSITIONS

Administrative Assistant	0.5	0.5	1	1	1
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<b>Total Positions</b>	<b>1.5</b>	<b>1.5</b>	<b>2</b>	<b>2</b>	<b>2</b>
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### PERSONNEL

	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
01-5101-04-00 SALARIES	52,168	32,840	31,902	32,468	32,525
01-5107-04-00 OVERTIME	719	1,109	700	700	700
01-5109-04-00 TEMPORARY PART-TIME			19,890	12,333	21,882
01-5114-04-00 LONGEVITY PAY	152	248	352	344	-
01-5115-04-00 RETIREMENT	7,663	7,694	7,480	6,428	7,298
01-5117-04-00 PAYROLL TAXES FICA	3,845	3,895	4,043	3,428	4,216
01-5118-04-00 MEDICAL INSURANCE	7,187	9,662	4,761	4,230	4,523
01-5120-04-00 LIFE INSURANCE	266	272	200	370	205
01-5121-04-00 DENTAL INSURANCE	476	487	288	239	288
01-5122-04-00 VISION INSURANCE	109	101	63	59	63
<b>TOTAL PERSONNEL</b>	<b>72,586</b>	<b>56,308</b>	<b>69,679</b>	<b>60,599</b>	<b>\$ 71,699</b>

### OPERATIONS

	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
01-5240-04-00 PRINTED SUPPLIES	0	38	150	150	150
01-5260-04-00 GENERAL OFFICE SUPPLIES	650	647	650	581	650
01-5261-04-00 POSTAGE	822	656	1,100	642	1,100
01-5290-04-00 EXPENDABLE SUPPLIES	110	19	125	100	125
01-5440-04-00 OFFICE EQUIPMENT/SOFTWARE MAINT.	8,883	5,964	8,291	9,489	9,116
01-5510-04-00 ASSOCIATION DUES PUBLICATIONS	1,244	931	1,190	813	1,090
01-5525-04-00 TRAINING/SEMINARS	315	545	1,000	450	625
01-5565-04-00 LEGAL SERVICES	7,655	8,090	7,500	6,500	7,500
01-5570-04-00 SPECIAL SERVICES	131	109	700	56	1,200
01-5575-04-00 EQUIPMENT RENTAL	1,281	1,730	2,043	2,000	1,892
01-5578-04-00 TRAVEL	1,118	814	600	334	2,434
01-5581-04-00 JUDGE SERVICES	14,400	13,200	14,400	16,800	14,400
01-5585-04-00 TELEPHONE SERVICES	678	678	720	580	720
01-5690-04-00 MISCELLANEOUS EXPENDITURES	165				
<b>TOTAL OPERATIONS</b>	<b>37,450</b>	<b>33,421</b>	<b>38,469</b>	<b>38,495</b>	<b>\$ 41,002</b>

<b>TOTAL MUNICIPAL COURT</b>	<b>110,036</b>	<b>89,729</b>	<b>108,148</b>	<b>99,094</b>	<b>\$ 112,701</b>
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## DEPARTMENT DETAIL: MUNICIPAL COURT

01: GENERAL FUND			FY19-20	
04: MUNICIPAL COURT			APPROVED	
5101-04-00	SALARIES	SEE PERSONNEL SUMMARY OVERVIEW	32,525	32,525
5107-04-00	OVERTIME	ADDITIONAL PAY OVER 40 HOURS PER WEEK AT 1.5 FOR NON-EXEMPT EMPLOYEES	700	700
5109-04-00	TEMPORARY/PART-TIME	SEE PERSONNEL SUMMARY OVERVIEW	21,882	21,882
5114-04-00	LONGEVITY PAY	PAID TO EMPLOYEES WITH A MINIMUM OF TWELVE MONTHS OF SERVICE PRIOR TO SEPTEMBER 30TH OF EACH YEAR. EMPLOYEES RECEIVE \$8, \$10 OR \$12 REQUIRED FOR ANYTHING OVER 1000 CALENDAR HOURS. RATE RECEIVED IN MAY HAS A LAG OF ONE YEAR DUE TO ACTUARIAL STUDY (I.E., JAN 2008 RATE BASED ON DEC 2006 STUDY).	-	-
5115-04-00	RETIREMENT	REQUIRED FOR ANYTHING OVER 1000 CALENDAR HOURS. RATE RECEIVED IN MAY HAS A LAG OF ONE YEAR DUE TO ACTUARIAL STUDY (I.E., JAN 2008 RATE BASED ON DEC 2006 STUDY).	7,298	7,298
5117-04-00	FICA	BASED ON 6.20% SOCIAL SECURITY/1.45% FICA, TOTALING 7.65%, ASSESSED ON ANY FORM OF PAY/INCOME TO EMPLOYEE	4,216	4,216
5118-04-00	MEDICAL INSURANCE	BASED ON MONTHLY PREMIUM	4,523	4,523
5120-04-00	LIFE INSURANCE	BASED ON LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT PREMIUM	205	205
5121-04-00	DENTAL INSURANCE	BASED ON MONTHLY PREMIUM	288	288
5122-04-00	VISION INSURANCE	BASED ON MONTHLY PREMIUM	63	63
5220-04-00	UNIFORMS		-	-
5240-04-00	PRINTED SUPPLIES	ENVELOPES (WINDOW AND REGULAR) WARRANT POST CARDS FOR QUARTERLY COLLECTION MAIL OUT BUSINESS CARDS NOTIFICATION POST CARDS	100  50	150
5260-04-00	GENERAL OFFICE SUPPLIES	GENERAL OFFICE SUPPLIES-PAPER, PENS, LABELS,	650	650
5261-04-00	POSTAGE	DEFENDANT NOTICE, WARNING LETTER, WARRANT NOTICES, JURY SUMMONS, COURT SETTINGS	1,100	1,100
5280-04-00	MINOR EQUIP/SMALL	SMALL ONE TIME PURCHASE FOR COURT	-	-
5290-04-00	EXPENDABLE SUPPLIES	RELATIONSHIP BUILDING (TASK FORCE, LUNCHESES,	125	125
5440-04-00	OFFICE EQUIP/SOFTWARE	INTOUCH COURT SYSTEM ANNUAL MAINTENANCE BRAZOS TECHNOLOGIES ANNUAL MAINTENANCE SAVIN MONTHLY MAINTENANCE - \$68/MTH (50%	4,800 3,500 816	9,116
5510-04-00	ASSOC DUES/PUBLICATIONS	TMCA COURT CLERKS MEMBERSHIP DUES TLO SKIP TRACING (\$70 MONTH) NOTARY FOR COURT ADMINISTRATOR TCCA COURT CLERKS MEMBERSHIP DUES	60 840 150 40	1,090
5525-04-00	TRAINING/SEMINARS	TMCEC COURT CLERK TRAINING- LOCAL TMCEC LEVEL III PREPARATORY TEST/TEST (COURT ADMINISTRATOR) JUDGE TCCA CONFERENCE (EVERY 4 YEARS- 2020) COURT CLERK LEVEL II TESTING TMCEC CONFERENCE TRAINING	100  200 75 250	625
5565-04-00	LEGAL SERVICES	PROSECUTOR SERVICES PROVIDED BY ATTORNEY FOR MONTHLY COURT HEARINGS & PLEA DOCKETS	7,500	7,500
5570-04-00	SPECIAL SERVICES	COURT REPORTER FOR TRANSCRIPT ON APPEALS LANGUAGE LINE SERVICE COURT INTERPRETER-SPANISH (\$50/HOUR, 2 HOUR MIN)	300 500 400	1,200
5575-04-00	EQUIPMENT RENTAL	SAVIN COPIER RENTAL - \$144.50/MONTH + YEARLY INSURANCE (50% SPLIT WITH UTILITY BILLING	1,892	1,892
5578-04-00	TRAVEL	TMCEC COURT CLERKS TRAINING (LOCAL MILEAGE) LT SYSTEM TRAINING - WOODLANDS JUDGE TCCA CONFERENCE (EVERY 4 YEARS- 2020)- COURT CLERK LEVEL II TESTING (HOTEL, MILEAGE, TMCEC CONFERENCE (HOTEL, MILEAGE, FOOD)	100 500 834 500 500	2,434
5581-04-00	JUDGE SERVICES	JUDGE CONTRACT	14,400	14,400
5585-04-00	TELEPHONE SERVICES	COURT FAX \$60	720	720
<b>TOTAL EXPENDITURES</b>			<b>\$ 112,701</b>	

## DEPARTMENT OUTLINE: HUMAN RESOURCES

*The mission of this department is to ensure the most effective use of human resources to increase overall value to the organization. The Human Resources Department is responsible for recruitment and retention of qualified employees and the ongoing training and development needed to promote individual success.*

### HIGHLIGHTS AND GOALS ACCOMPLISHED

- 13% Reduction in Insurance Costs to the City
- Public Safety Step Plan
- Online application and onboarding system
- Continued evaluation of additional benefit options
- Employee wellness program design
- Implemented CivicHR online application and onboarding platform
- Completed full analysis of Public-Safety compensation program
- Increase awareness and utilization of MyTelemedicine program
- Continue employee recognition initiatives on a monthly basis, including our Annual Employee Awards Dinner

### SHORT-TERM GOALS

- Provide training and development programs to staff:  
Active Shooter, Customer Service, Leadership
- Evaluate the need for short- and long-term disability benefits
- Continue adding employee recognition events
- Implement paperless Human Resources Department
- Restructure and refine employee evaluation process
- Continue funding for employee tuition reimbursement program

### LONG-TERM GOALS

- Create an orientation video for all new hires that provides an overview of Kennedale history, governance structure, and integrative work culture
- Develop a Human Resources Continuity Plan for emergency situations
- Evaluate need for a comprehensive wellness program
- Evaluate need for an Employee Assistance Program

### STAFFING RESOURCES

- Human Resources Director - 1.0 FTE

## DEPARTMENT BUDGET: HUMAN RESOURCES

5-HUMAN RESOURCES	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
PERSONNEL	102,547	123,859	81,930	81,768	110,359
OPERATIONS	20,536	41,362	22,979	21,769	21,769
<b>TOTAL HUMAN RESOURCES OFFICE</b>	<b>123,083</b>	<b>165,221</b>	<b>104,909</b>	<b>103,537</b>	<b>\$ 132,128</b>

### PERSONNEL SUMMARY

#### FULL-TIME POSITIONS

Director of Human Resources	1	1	1	1	1
<b>Total Positions</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>

PERSONNEL	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
01-5101-05-00 SALARIES	79,132	94,899	58,600	58,375	82,276
01-5114-05-00 LONGEVITY PAY	770	890	-	-	152
01-5115-05-00 RETIREMENT	11,546	12,048	8,295	8,225	11,437
01-5117-05-00 PAYROLL TAXES FICA	5,968	6,162	4,483	4,466	6,306
01-5118-05-00 MEDICAL INSURANCE	4,444	9,222	10,214	10,016	9,452
01-5120-05-00 LIFE INSURANCE	336	270	275	325	386
01-5121-05-00 DENTAL INSURANCE	288	302	-	297	288
01-5122-05-00 VISION INSURANCE	63	66	63	64	63
<b>TOTAL PERSONNEL</b>	<b>102,547</b>	<b>123,859</b>	<b>81,930</b>	<b>81,768</b>	<b>\$ 110,359</b>

OPERATIONS	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
01-5125-05-00 TUITION REIMBURSEMENT	3,126	61	3,500	1,560	1,560
01-5240-05-00 PRINTED SUPPLIES	257	-	300	300	300
01-5261-05-00 POSTAGE	24	6	50	50	50
01-5280-05-00 MINOR EQUIP/SMALL TOOLS	238	-	-	-	-
01-5290-05-00 EXPENDABLE SUPPLIES	655	535	600	600	600
01-5501-05-00 ADVERTISING	916	99	200	200	200
01-5510-05-00 ASSOCIATION DUES PUBLICATIONS	1,075	6,225	1,734	1,734	1,734
01-5525-05-00 TRAINING/SEMINARS	9,785	1,234	2,491	2,491	2,491
01-5570-05-00 SPECIAL SERVICES	4,400	31,873	12,604	13,334	13,334
01-5578-05-00 TRAVEL	60	1,329	1,500	1,500	1,500
<b>TOTAL OPERATIONS</b>	<b>20,536</b>	<b>41,362</b>	<b>22,979</b>	<b>21,769</b>	<b>\$ 21,769</b>

<b>TOTAL HUMAN RESOURCES</b>	<b>123,083</b>	<b>165,221</b>	<b>104,909</b>	<b>103,537</b>	<b>\$ 132,128</b>
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## DEPARTMENT DETAIL: HUMAN RESOURCES

01: GENERAL FUND			FY19-20	
05: HUMAN RESOURCES			APPROVED	
5101-05-00	SALARIES	SEE PERSONNEL SUMMARY OVERVIEW	82,276	82,276
5125-05-00	TUITION REIMBURSEMENT	TUITION REIMBURSEMENT FOR ALL EMPLOYEES	1,560	1,560
5114-05-00	LONGEVITY PAY	PAID TO EMPLOYEES WITH A MINIMUM OF TWELVE MONTHS OF SERVICE PRIOR TO SEPTEMBER 30TH OF EACH YEAR. EMPLOYEES RECEIVE \$8, \$10 OR \$12 PER MONTH FOR EACH YEAR OF SERVICE COMPLETED WITH THE CITY.	152	152
5115-05-00	RETIREMENT	REQUIRED FOR ANYTHING OVER 1000 CALENDAR HOURS. PAID MONTHLY. BASED ON JAN-DEC CALENDAR YEAR. NEW RATE RECEIVED IN MAY OF CURRENT YEAR FOR JAN-DEC OF UPCOMING FISCAL YEAR. OCT-DEC OF NEW FISCAL YEAR BILLED AT OLD RATE. RATE RECEIVED IN MAY HAS A LAG OF	11,437	11,437
5117-05-00	FICA	BASED ON 6.20% SOCIAL SECURITY/1.45% FICA, TOTALING 7.65%., ASSESSED ON ANY FORM OF PAY/INCOME TO EMPLOYEE	6,306	6,306
5118-05-00	MEDICAL INSURANCE	BASED ON MONTHLY PREMIUM	9,452	9,452
5120-05-00	LIFE INSURANCE	BASED ON LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT PREMIUM	386	386
5121-05-00	DENTAL INSURANCE	BASED ON MONTHLY PREMIUM	288	288
5122-05-00	VISION INSURANCE	BASED ON MONTHLY PREMIUM	63	63
5240-05-00	PRINTED SUPPLIES	MEDICAL INFORMATION FILES, EMPLOYEE HISTORY FOLDERS, BUSINESS CARDS, EMPLOYEE HANDBOOKS	300	300
5260-05-00	GENERAL OFFICE SUPPLIES	PENS, PAPERCLIPS, LEGAL PADS, FOLDERS, CALENDARS, BULLETIN BOARD, COPY PAPER, FILE STICKERS, CARD HOLDER, SCISSORS, LEGAL PADS, ENVELOPES, BINDERS FOR HANDBOOKS	-	-
5261-05-00	POSTAGE	POSTAGE RELATING TO HUMAN RESOURCE FUNCTIONS	50	50
5280-05-00	MINOR EQUIP/SMALL TOOLS<\$5K	ENCLOSED BOOKCASE AND LATERAL FILE DRAWERS	-	-
5290-05-00	EXPENDABLE SUPPLIES	EMPLOYEE CARE: PLANTS, FLOWERS, CARDS FOR HOSPITALIZATION/FUNERAL; STAR LUNCHEON CAKES	600	600
5501-05-00	ADVERTISING	ADVERTISE VACANCIES IN LOCAL NEWSPAPER AND PUBLICATIONS	200	200
5510-05-00	ASSOC DUES/PUBLICATIONS	BLR - FLSA, POSTER COMPLIANCE AND TRAINING PROGRAMS	1,195	1,734
		TEXAS MUNICIPAL HUMAN RESOURCES ASSOCIATION (TMHRA)	90	
		SOCIETY FOR HUMAN RESOURCE MANAGEMENT (SHRM)	199	
		INTERNATIONAL PERSONNEL MANAGEMENT ASSOCIATION (IPMA)	150	
		NORTH TEXAS SOCIETY FOR HUMAN RESOURCES MANAGEMENT	100	

## DEPARTMENT DETAIL: HUMAN RESOURCES (CONT.)

5525-05-00	TRAINING/SEMINARS	COBRA/HIPAA (REQUIRED); INVESTIGATIONS (REQUIRED); EMPLOYMENT LAW; ANNUAL TML OR TMHRA CONFERENCE	1,400	2,491
		WOMEN LEADING GOVERNMENT LUNCHEONS (4 TIMES A YEAR @ 25 EACH FOR 5 PEOPLE)	-	
		HR SOUTHWEST CONFERENCE	1,091	
		ORGANIZATION WIDE EMPLOYEE TRAINING	-	
		ORGANIZATION WIDE EMPLOYEE TRAINING (CUSTOMER SERVICE) (ONE TIME COST)	-	
5570-05-00	SPECIAL SERVICES	EMPLOYEE APPRECIATION DINNER (CODE DONATIONS & GUEST DINNER MONEY TO GENERAL FUND MISCELLANEOUS INCOME)	5,000	13,334
		CHAPLAIN SERVICES FOR EMPLOYEES (\$700/MO)	-	
		EMPLOYEE RECOGNITION EVENTS (QUARTERLY LUNCHEAS, AWARDS)	1,800	
		CIVICHR-ONLINE HR SYSTEM	4,600	
		BADGES FOR NEW HIRES (\$55.00 *10 )	550	
		PRE-EMPLOYMENT: DO NOT INITIALLY BUDGET. WHEN CONDUCTED, HIT INDIVIDUAL DEPT BUDGETS UNDER THIS LINE ITEM.	-	
		DOT RANDOM DRUG TESTING PROGRAM	1,384	
		SHOTS: 5 HEPATITIS B SERIES (\$306.00 EACH) + 2 HEP B TITERS (\$120.00 EACH)	-	
5578-05-00	TRAVEL	TML OR TMHRA HOTEL/MEALS (HR SOUTHWEST & TMHRA)	1,500	1,500
<b>TOTAL EXPENDITURES</b>			<b>\$ 132,128</b>	

## DEPARTMENT OUTLINE: FINANCE

The function of this department is to administer, support and guide the financial programs of the City in an effective manner that allows for creation and development of the annual service programs and budgets, monthly report, annual reports and creditable bond ratings.

### HIGHLIGHTS AND GOALS ACCOMPLISHED

- Completed annual budget, and audit
- Negotiated Water and Wastewater operations agreement with the City of Arlington
- Negotiated termination of Fathom agreement

### SHORT-TERM GOALS

- Increase development, facility, and park fees
- Consider implement street maintenance fee
- Increase Stormwater Fee
- Update inventory of assets
- Expand investment base
- 2020 bond election
- Issue 2019 Tax Notes totaling \$2M

### LONG-TERM GOALS

- Issue \$5m GO debt 2021
- Issue \$6.4m GO debt in 2024
- Issue \$2.5m GO debt in 2027

### STAFFING RESOURCES

- Finance Director: 1.0 Full-Time Equivalent (FTE)
- Two Accounting Technicians: 2.0 Full-Time Equivalent (FTE)

## DEPARTMENT BUDGET: FINANCE

7-FINANCE	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
PERSONNEL	173,247	198,918	225,882	176,214	256,523
OPERATIONS	120,707	142,465	132,483	140,531	136,494
<b>TOTAL FINANCE</b>	<b>293,954</b>	<b>341,383</b>	<b>358,365</b>	<b>316,745</b>	<b>\$ 393,017</b>

### PERSONNEL SUMMARY

#### FULL-TIME POSITIONS

Director of Finance	1	1	1	1	1
Accounting Technician	1	1	2	2	2

#### PART-TIME POSITIONS

Accounting Technician	1	1	0	0	0
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<b>Total Positions</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>	<b>3</b>
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PERSONNEL	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
01-5101-07-01 SALARIES	113,997	131,951	169,495	133,952	192,317
01-5107-07-01 OVERTIME	761	209	1,000	600	500
01-5109-07-01 TEMPORARY PART TIME	19,842	20,654	-	-	-
01-5111-07-01 AUTO ALLOWANCE	-	-	-	-	-
01-5114-07-01 LONGEVITY PAY	248	224	248	248	144
01-5115-07-01 RETIREMENT	19,485	21,619	24,169	18,955	26,773
01-5117-07-01 PAYROLL TAXES FICA	10,049	11,389	13,062	9,377	14,762
01-5118-07-01 MEDICAL INSURANCE	7,795	11,601	16,059	11,694	20,071
01-5120-07-01 LIFE INSURANCE	455	554	796	702	903
01-5121-07-01 DENTAL INSURANCE	504	588	864	548	864
01-5122-07-01 VISION INSURANCE	110	129	189	138	189
<b>TOTAL PERSONNEL</b>	<b>173,247</b>	<b>198,918</b>	<b>225,882</b>	<b>176,214</b>	<b>\$ 256,523</b>

OPERATIONS	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
01-5240-07-01 PRINTED SUPPLIES	731	755	721	622	1589
01-5260-07-01 GENERAL OFFICE SUPPLIES	1,286	687	1,250	1,365	1,250
01-5261-07-01 POSTAGE	946	855	1,100	950	1,100
01-5290-07-01 EXPENDABLE SUPPLIES	13	-	-	-	-
01-5440-07-01 OFFICE EQUIP SOFTWARE MAINT	11,313	14,551	16,305	14,971	15,580
01-5501-07-01 ADVERTISING	-	-	-	-	-
01-5510-07-01 ASSOCIATION DUES PUBLICATIONS	2,269	1,814	1,720	1,779	1,780
01-5525-07-01 TRAINING/SEMINARS	2,640	3,884	2,975	2,000	1,535
01-5567-07-01 AUDIT SERVICES	28,250	30,091	38,150	38,900	39,525
01-5570-07-01 SPECIAL SERVICES	69,077	84,863	66,050	75,504	69,050
01-5575-07-01 EQUIPMENT RENTAL	3,359	3,325	3,336	3,687	3,699
01-5578-07-01 TRAVEL	48	823	96	175	846
01-5585-07-01 TELEPHONE SERVICES	775	817	780	578	540
<b>TOTAL OPERATIONS</b>	<b>120,707</b>	<b>142,465</b>	<b>132,483</b>	<b>140,531</b>	<b>\$ 136,494</b>

<b>TOTAL FINANCE</b>	<b>293,954</b>	<b>341,383</b>	<b>358,365</b>	<b>316,745</b>	<b>\$ 393,017</b>
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## DEPARTMENT DETAIL: FINANCE

01: GENERAL FUND			FY19-20	
07: FINANCE			APPROVED	
5101-07-01	SALARIES	REFER TO PERSONNEL SUMMARY OVERVIEW	192,317	192,317
5107-07-01	OVERTIME	REFER TO PERSONNEL SUMMARY OVERVIEW	500	500
5109-07-01	TEMPORARY/PART-TIME	REFER TO PERSONNEL SUMMARY OVERVIEW	-	-
5114-07-01	LONGEVITY PAY	PAID TO EMPLOYEES WITH A MINIMUM OF TWELVE MONTHS OF SERVICE PRIOR TO SEPTEMBER 30TH OF EACH YEAR. EMPLOYEES RECEIVE \$8, \$10 OR \$12 PER MONTH FOR EACH YEAR OF SERVICE COMPLETED WITH THE CITY.	144	144
5115-07-01	RETIREMENT	REQUIRED FOR ANYTHING OVER 1000 CALENDAR HOURS. PAID MONTHLY. BASED ON JAN-DEC CALENDAR YEAR. NEW RATE RECEIVED IN MAY OF CURRENT YEAR FOR JAN-DEC OF UPCOMING FISCAL YEAR. OCT-DEC OF NEW FISCAL YEAR BILLED AT OLD RATE. RATE RECEIVED IN MAY HAS A LAG OF	26,773	26,773
5117-07-01	FICA	BASED ON 6.20% SOCIAL SECURITY/1.45% FICA, TOTALING 7.65%, ASSESSED ON ANY FORM OF PAY/INCOME TO EMPLOYEE	14,762	14,762
5118-07-01	MEDICAL INSURANCE	BASED ON MONTHLY PREMIUM	20,071	20,071
5120-07-01	LIFE INSURANCE	BASED ON LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT PREMIUM	903	903
5121-07-01	DENTAL INSURANCE	BASED ON MONTHLY PREMIUM	864	864
5122-07-01	VISION INSURANCE	BASED ON MONTHLY PREMIUM	189	189
5220-07-01	UNIFORMS	BASED ON SIX SHIRTS FOR THREE EMPLOYEES @ \$24.50	-	-
5240-07-01	PRINTED SUPPLIES	DEPOSIT TICKETS FOR UB/COURT/PERMITS (3 BOXES EACH) (\$97/DEPT)	291	1,589
		CHECK STOCK FOR AP CHECKS-INTEC BUSINESS (EVERY 2 YEARS)	400	
		DEPOSIT BAGS FOR DAILY BANK DEPOSITS	368	
		ENVELOPES (\$450 AP WINDOW/\$80 FINANCE REGULAR)	530	
5260-07-01	GENERAL OFFICE SUPPLIES	COPY PAPER @\$40 PER CASE OF 11 REAMS	440	1,250
		BUGET BOOKS (6 STAFF, 6 COUNCIL, 1 PUBLIC)	400	
		TAX FORMS	200	
		BINDERS/FOLDERS/PENS, ETC	210	
5261-07-01	POSTAGE	POSTAGE FOR ACCOUNTS PAYABLE CHECKS TO BE	1,100	1,100
5440-07-01	OFFICE EQUIP/SOFTWARE MAINT	STW - ANNUAL SUPPORT/LEASE FOR BASE FINANCIALS	7,835	15,580
		STW - ANNUAL STW TOOLS \$1400	1,400	
		STW - BACKUP	600	
		STW - MINISOFT EZ FORMS ANNUAL UPDATE \$300	300	
		STW - ANNUAL POWERHOUSE 4GL \$1430	1,430	
		STW - PER USE/TROUBLESHOOTING SUPPORT	2,500	
		2 EPSON WORKFORCE DS510 SCANNERS \$300 EA. (ONE TIME COST)		
		SAVIN MAINTENANCE (\$126.28 MONTH)	1,515	

## DEPARTMENT DETAIL: FINANCE (CONT.)

5510-07-01	ASSOC DUES/PUBLICATIONS	GFOAT MEMBERSHIP (\$80 FINANCE DIRECTOR/\$80 ACCT TECHNICIAN)	160	1,780
		GFOA NATIONAL MEMBERSHIP (FINANCE DIRECTOR)	170	
		ICMA MEMBERSHIP (FINANCE DIRECTOR)	-	
		ANNUAL TBPC CO-OP PURCHASING PROGRAM - MEMBERSHIP	100	
		DISTINGUISHED BUDGET AWARD DUES (GFOA) \$280	-	
		CERTIFICATE OF EXCELLENCE IN FINANCIAL REPORTING DUES (GFOA)	460	
		ZACTAX ANNUAL SUBSCRIPTION	600	
		TEXAS SOCIAL SECURITY PROGRAM	35	
		TCMA (FINANCE DIRECTOR)	-	
		AMERICAN PAYROLL ASSOCIATION (ACCT TECH)	255	
5525-07-01	TRAINING/SEMINARS	APA CONFERENCE (ACCOUNTING TECHNICIAN)	440	1,535
		NEW AND EMERGING FINANCE DIRECTORS	-	
		ETHICS TRAINING, EVERY 2 YRS-FINANCE DIRECTOR (\$35)	35	
		PUBLIC FUNDS INVESTMENT ACT, EVERY 2 YRS-FINANCE DIRECTOR (\$270 NEEDED IN FY19/20)	270	
		GFOAT CONFERENCE REGISTRATION (FINANCE DIRECTOR AND ACCOUNTING TECHNICIAN)	790	
		CGFO TEST	-	
5567-07-01	AUDIT SERVICES	BKD SERVICES FOR INDEPENDENT ANNUAL AUDIT (FYE19 \$38,150, FYE 20 \$39,525, FYE 21 \$40,900)	39,525	39,525
5570-07-01	SPECIAL SERVICES	TARRANT COUNTY TAX OFFICE CONTRACT (\$.98 PER ACCOUNT)(PAID ANNUALLY)	40,000	69,050
		TARRANT APPRAISAL DISTRICT CONTRACT (PAID QUARTERLY)	29,000	
		PUBLIC SECTOR DIGEST ASSET MANAGEMENT PLAN UPDATE (ONE TIME COST - EVERY 2-3 YEARS)	-	
		ANNUAL SAFETY DEPOSIT BOX FEE (ANNUAL)	50	
5575-07-01	EQUIPMENT RENTAL	SAVIN COPIER RENTAL (\$278 MO + \$363)	3,699	3,699
5578-07-01	TRAVEL	GFOAT REGION 8 LUNCHEONS (\$48 EACH)(FINANCE DIRECTOR AND ACCOUNTING TECHNICIAN)	96	846
		GFOAT HOTEL/MEALS AUSTIN, TX	750	
5585-07-01	TELEPHONE SERVICES	FINANCE LOCAL/LONG DISTANCE FAX LINE (\$45/MONTH)	540	540
<b>TOTAL EXPENDITURES</b>			<b>\$ 393,017</b>	

## DEPARTMENT OUTLINE: COMMUNITY DEVELOPMENT

*The function of this department is to enhance the quality of life for the citizens of Kennedale by encouraging quality growth, development, and redevelopment through planning, use of development regulations, and enforcement of building and construction codes to ensure the safe and lawful use of buildings and properties, thereby safeguarding each resident's health and welfare and the stability of our neighborhoods.*

### HIGHLIGHTS AND GOALS ACCOMPLISHED

- Glen of Village Creek subdivision complete
- Vineyards Phase II subdivision close to complete (3 homes remaining)
- Falcon Crest subdivision close to complete (5 homes remaining)
- Kennedale Auto Sales and Service complete
- New construction of storage facility complete
- New construction of Grizzly Glass complete
- New construction of SuTi Craft Distillery 98% complete
- Hilltop subdivision close to complete (2 homes remaining)
- Ongoing work with SolSmart Program through US Department of Energy
- Completed Magnolia Hills rezoning and plat, final plat in process

### SHORT-TERM GOALS

- Proactively providing education and seeking code compliance to beautify the City
- Continued work with NCTCOG and KISD to develop a Safe Routes to School plan for Delaney and Arthur
- Interactive GIS mapping system complete with first phase of layers
- Analyzed and presented economic development potential to City Council and boards
- Completed community outreach process regarding future economic development with 15 community meetings
- Meetings with developers and property owners to move development projects forward
- Continued involvement as Staff Liaison for Planning & Zoning Commission, Board of Adjustment, EDC
- Attended Bicycle and Pedestrian Advisory Committee (BPAC) meetings
- Continued involvement with Floodplain Administrators group with NCTCOG
- Working with North Central Texas Safe Room Rebate Program
- Collaborated with Compressed Air Systems to attract relocation of company to Kennedale
- Completed 12 minor plats, 7 zoning change applications, 4 BOA cases
- Coordinated with OM Housing to move \$50 million mixed-use development for Kennedale Parkway forward
- Provided input and attended meetings regarding TXDOT Southeast Connector project
- Review plans, provide input and move zoning cases forward for Oak's Court, Kennedale Square, Emerald Crest, Coker property

- Drafted, presented and completed ordinances for short-term rentals, farm animals, and outdoor storage
- Gain input from residents and other stakeholders regarding planning and economic development
- Put policies/ordinances in place to pave the way for positive infill development
- Work with developers and property owners to initiate developments to improve quality of life and increase tax base
- Continue to provide excellent customer service for all users of Planning & Development

### LONG-TERM GOALS

- Improve Kennedale Parkway aesthetically and with infill development
- Continue to improve review and approval processes to attract high-quality development and business
- Improve quality of life for residents and visitors through positive planning and economic development
- Continue to improve TownCenter with additional development and tenants
- Take advantage of external funding opportunities to improve quality of life and further positive development

### STAFFING RESOURCES

- Planning Director – 1.0 FTE
- Building Official – 1.0 FTE
- Code Enforcement Officer – 1.0 FTE
- Permits Clerk – 1.0 FTE
- Planner – 1.0 FTE

## Kennedale Safe Routes to School



### Purpose

Improvements to make it safer and more enjoyable for students to walk and bicycle to school from nearby neighborhoods, and from the schools to the Town Center area.

### Opinion of Probable Cost

Engineering	\$	75,148
Construction	\$	751,485
<b>Total</b>	<b>\$</b>	<b>165,327*</b>
<b>* Project Total: \$826,306</b>		
City (20%)		\$165,327
Federal (80%)		\$661,306

## DEPARTMENT BUDGET: COMMUNITY DEVELOPMENT

12-COMMUNITY DEVELOPMENT	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
PERSONNEL	269,563	208,014	296,205	306,277	369,363
OPERATIONS	36,195	129,977	75,385	74,430	96,372
<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>305,758</b>	<b>337,991</b>	<b>371,590</b>	<b>380,707</b>	<b>\$ 465,735</b>

## PERSONNEL SUMMARY

## FULL-TIME POSITIONS

Planning & Development Director	1	1	1	1	1
Building Official	1	1	1	1	1
Code Enforcement	1	1	1	1	1
Permit Clerk	1	1	1	1	1
Planner I	0	0	0	0	1
<b>Total Positions</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>5</b>

PERSONNEL	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
01-5101-12-01 SALARIES	203,097	155,945	215,244	218,164	271,509
01-5107-12-01 OVERTIME	590	1,593	1,999	1,748	2,826
01-5109-12-01 TEMPORARY PART TIME	-	-	-	5,358	-
01-5114-12-01 LONGEVITY PAY	2,764	480	1,544	1,718	2,380
01-5115-12-01 RETIREMENT	29,338	21,846	30,969	31,117	38,394
01-5117-12-01 PAYROLL TAXES FICA	15,221	11,552	16,737	16,690	21,169
01-5118-12-01 MEDICAL INSURANCE	16,526	14,732	27,297	28,599	30,058
01-5120-12-01 LIFE INSURANCE	776	654	1,011	1,670	1,272
01-5121-12-01 DENTAL INSURANCE	1,030	995	1,152	961	1,440
01-5122-12-01 VISION INSURANCE	220	217	252	252	315
<b>TOTAL PERSONNEL</b>	<b>269,563</b>	<b>208,014</b>	<b>296,205</b>	<b>306,277</b>	<b>\$ 369,363</b>

OPERATIONS	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
01-5220-12-01 UNIFORMS	463	349	500	400	500
01-5240-12-01 PRINTED SUPPLIES	1,055	1,425	2,500	1,000	2,500
01-5260-12-01 GENERAL OFFICE SUPPLIES	931	709	1,000	1,500	1,000
01-5261-12-01 POSTAGE	1,279	2,296	1,000	1,000	1,000
01-5280-12-01 MINOR EQUIP SMALL TOOLS	162	489	350	350	350
01-5285-12-01 FUEL	1,243	779	2,200	2,200	2,200
01-5290-12-01 EXPENDABLE SUPPLIE	164	-	120	120	120
01-5430-12-01 MOTOR VEHICLE MAINT	375	5,386	1,000	500	1,000
01-5440-12-01 OFFICE EQUIP/SOFTWARE MAINT	12,775	14,520	18,198	18,198	18,940
01-5501-12-01 ADVERTISING	558	724	1,000	1,000	1,000
01-5510-12-01 ASSOCIATION DUES PUBLICATIONS	1,140	920	988	988	988
01-5525-12-01 TRANING/SEMINARS	714	535	1,980	1,980	1,980
01-5570-12-01 SPECIAL SERVICES	121	33,699	3,820	3,820	3,820
01-5572-12-01 CODE ENFORCEMENT SERVICES	1,200	3,244	25,000	20,000	40,000
01-5574-12-01 FILING FEES	-	1,107	-	2,145	2,500
01-5575-12-01 EQUIPMENT RENTAL	4,118	5,203	4,825	4,825	4,070
01-5578-12-01 TRAVEL	20	-	1,000	1,000	2,000
01-5580-12-01 ENGINEERING SERVIES	8,642	57,268	8,500	12,000	11,000
01-5585-12-01 TELEPHONE SERVICES	1,236	1,323	1,404	1,404	1,404
<b>TOTAL OPERATIONS</b>	<b>36,195</b>	<b>129,977</b>	<b>75,385</b>	<b>74,430</b>	<b>\$ 96,372</b>

<b>TOTAL COMMUNITY DEVELOPMENT</b>	<b>305,758</b>	<b>337,991</b>	<b>371,590</b>	<b>380,707</b>	<b>\$ 465,735</b>
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## DEPARTMENT DETAIL: COMMUNITY DEVELOPMENT

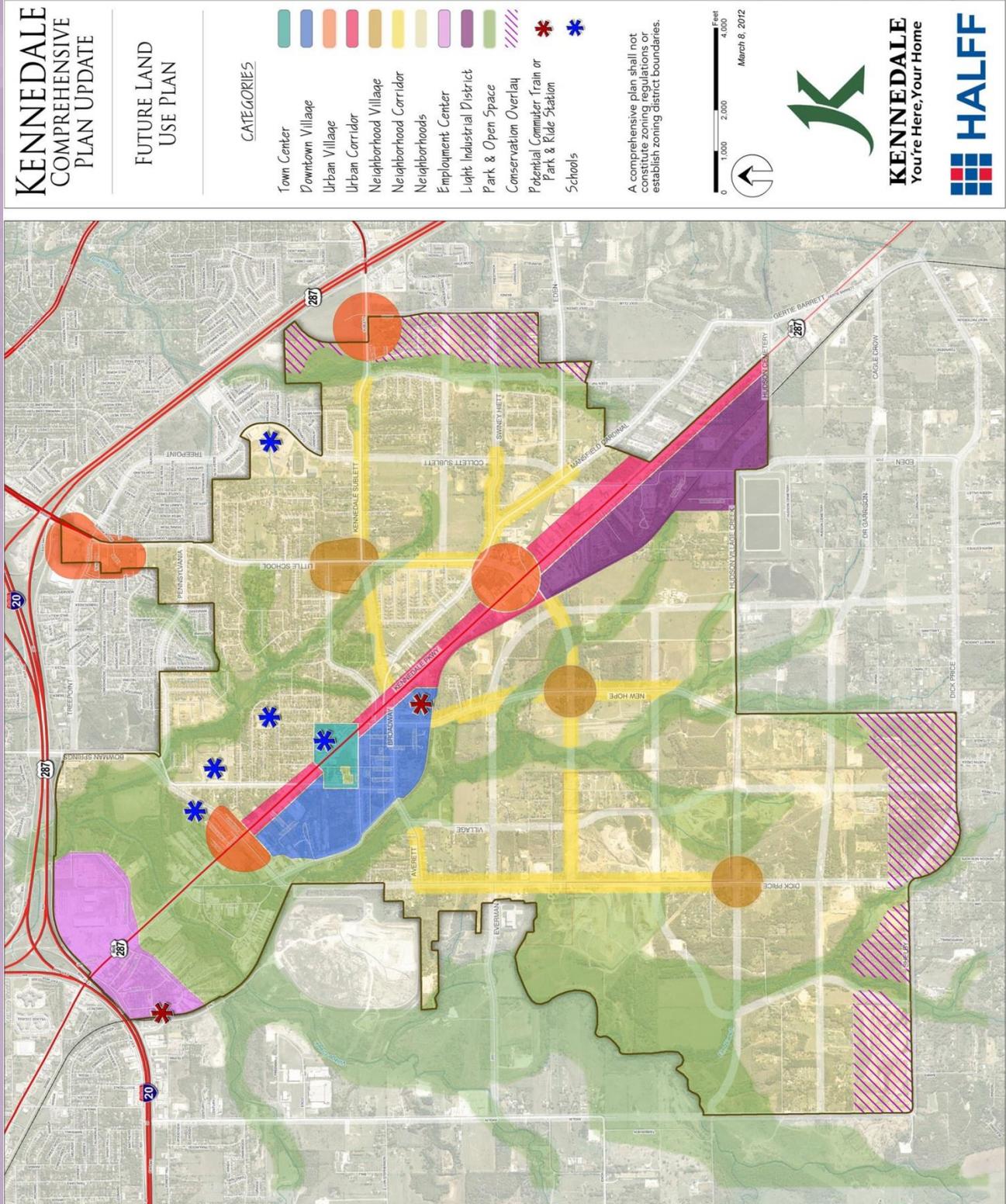
01: GENERAL FUND			FY19-20	
12: COMMUNITY DEVELOPMENT			APPROVED	
10: PLANNING / PERMITS				
5101-12-01	SALARIES	REFER TO PERSONNEL SUMMARY OVERVIEW	271,509	271,509
5107-12-01	OVERTIME	ADDITIONAL PAY OVER 40 HOURS PER WEEK AT 1.5 FOR NON-EXEMPT EMPLOYEES.	2,826	2,826
5109-12-01	TEMPORARY/PART-TIME	REFER TO PERSONNEL SUMMARY OVERVIEW	-	-
5114-12-01	LONGEVITY PAY	PAID TO EMPLOYEES WITH A MINIMUM OF TWELVE MONTHS OF SERVICE PRIOR TO SEPTEMBER 30TH OF EACH YEAR. EMPLOYEES RECEIVE \$8, \$10 OR \$12 PER MONTH FOR EACH YEAR OF SERVICE COMPLETED WITH THE CITY.	2,380	2,380
5115-12-01	RETIREMENT	REQUIRED FOR ANYTHING OVER 1000 CALENDAR HOURS. PAID MONTHLY. BASED ON JAN-DEC CALENDAR YEAR. NEW RATE RECEIVED IN MAY OF CURRENT YEAR FOR JAN-DEC OF UPCOMING FISCAL YEAR. OCT-DEC OF NEW FISCAL YEAR BILLED AT OLD RATE. RATE RECEIVED IN MAY HAS A LAG OF	38,394	38,394
5117-12-01	FICA	BASED ON 6.20% SOCIAL SECURITY/1.45% FICA, TOTALING 7.65%, ASSESSED ON ANY FORM OF PAY/INCOME TO EMPLOYEE	21,169	21,169
5118-12-01	MEDICAL INSURANCE	BASED ON MONTHLY PREMIUM	30,058	30,058
5120-12-01	LIFE INSURANCE	BASED ON LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT PREMIUM	1,272	1,272
5121-12-01	DENTAL INSURANCE	BASED ON MONTHLY PREMIUM	1,440	1,440
5122-12-01	VISION INSURANCE	BASED ON MONTHLY PREMIUM	315	315
5220-12-01	UNIFORMS	SHIRTS FOR CODE COMPLIANCE OFFICER, BUILDING OFFICIAL	500	500
5240-12-01	PRINTED SUPPLIES	BUSINESS CARDS AND ENVELOPES MAPS: COLOR ZONING MAPS PRINTED SIGNS FOR PLANNING & ZONING, BOARD OF ADJUSTMENT, AND BBA CASES	500 700 1,300	2,500
5260-12-01	GENERAL OFFICE SUPPLIES	OFFICE SUPPLIES FOR STAFF & BOARDS, PLOTTER TONER/PAPER	1,000	1,000
5261-12-01	POSTAGE	BOARD LETTER, CODE COMPLIANCE, PERMIT MAILINGS, NOTIFICATION LETTERS, CONTRACTOR RENEWAL LETTERS, ZONING CODE UPDATE, NEIGHBORHOOD/PUBLIC MEETING NOTICES	1,000	1,000
5280-12-01	MINOR EQUIP/SMALL TOOLS<\$5K	MINOR TOOLS	100	350
5285-12-01	FUEL	TOOLS FOR BUILDING MAINTENANCE FUEL FOR 2 STAFF VEHICLES - BUILDING OFFICIAL & CODE COMPLIANCE	250 2,200	2,200
5290-12-01	EXPENDABLE SUPPLIES	MEETING REFRESHMENTS	120	120
5430-12-01	MOTOR VEHICLE MAINTENANCE	MAINTENANCE OF 2 STAFF VEHICLES	1,000	1,000
5440-12-01	OFFICE EQUIP/SOFTWARE MAINT	ANNUAL ARCVIEW GIS MAINTENANCE PERMITS & CODE ENFORCEMENT SOFTWARE: MY GOV \$1400 TOTAL PER MONTH ADOBE PHOTOSHOP/ILLUSTRATOR SAVIN MONTHLY MAINTENANCE (\$103.81/MO-SPLIT 50% WITH FIRE) + \$250 WIDE SCANNER	400 16,800 240 1,500	18,940

## DEPARTMENT DETAIL: COMMUNITY DEVELOPMENT (CONT.)

5460-12-01	RADIO MAINTENANCE		-	-
5501-12-01	ADVERTISING	LEGAL NOTICES FOR BOA, P&Z AND BBA CASES	1,000	1,000
5510-12-01	ASSOC DUES/PUBLICATIONS	TEXAS STATE BOARD OF PLUMBING EXAMINERS (BUILDING INSPECTOR and CODE ENFORCEMENT OFFICER x \$90 each)	180	988
		INTERNATIONAL CODE COMMITTEE	-	
		CONGRESS FOR NEW URBANISM MEMBERSHIP, PLANNING DIRECTOR	195	
		CONGRESS FOR NEW URBANISM CERTIFICATION (PLANNING DIRECTOR)	-	
		APA MEMBERSHIP DUES (\$415) PLANNING DIRECTOR	415	
		FLOODPLAIN MANAGER MEMBERSHIP (TFMA), BUILDING INSPECTOR	90	
		CODE ENFORCEMENT OFFICER LICENSE RENEWAL, \$108 EACH (CODE)	108	
5525-12-01	TRAINING/SEMINARS	CODE COMPLIANCE TRAINING (1 EMPLOYEE; TRAINING REQUIRED TO MAINTAIN STATE LICENSE)	150	1,980
		TX APA CONFERENCE (\$445) & CNU CONFERENCE (\$0); COG (\$200); BPI (\$125/DAYx4 daysX2 PEOPLE=\$1000); TRAINING SUBSCRIPTION	1,645	
		FLOODPLAIN MANAGER EXAM, CERTIFICATION, & TRAINING	-	
		NATIONAL ELECTRIC CODE (APPROX. \$85 + SHIPPING)	-	
		CONGRESS FOR NEW URBANISM CLASS	-	
		ONLINE TRAINING/WEBINARS FOR PERMITS & PLANNING STAFF	100	
		PLUMBING INSPECTORS CONTINUING EDUCATION FOR BUILDING OFFICIAL (\$85)	85	
5570-12-01	SPECIAL SERVICES	3RD-PARTY INSPECTOR (\$270) & 3RD-PARTY PLAN REVIEWER (10 HRS @ \$85)	1,120	3,820
		CONSULTANT FEES FOR COMPREHENSIVE PLAN UPDATES (ONE TIME COST)	-	
		MAP UPDATES	2,100	
		TITLE REPORTS FOR BBA 3@\$200 EACH (approx)	600	
		AIR MONITORING (PASS THROUGH/REVENUES COLLECTED AGAINST THIS LINE ITEM)	-	
		GAS WELL SAFETY INSPECTION FEES (PASS THROUGH/REVENUES COLLECTED AGAINST THIS LINE ITEM)	-	
5572-12-01	CODE ENFORCEMENT SERVICES	MOWING OF PROPERTY	5,000	40,000
		MATCH FOR HOME PROGRAM	15,000	
		DEMOLITION OF SUBSTANDARD STRUCTURES (6K PER STRUCTURE * 3-4 STRUCTURES) (ONE TIME COST)	20,000	
5574-12-01	FILING FEES	NOTICE OF LIEN & STATEMENT OF EXPENSES - MOWING, LIENS, PLATS, EASEMENTS, ETC.	2,500	2,500
5575-12-01	EQUIPMENT RENTAL	SAVIN COPIER RENTAL - (\$144.16/MO- 50% SPLIT WITH FIRE); WIDE FORMAT COPIER/SCANNER - (\$195/MO)	4,070	4,070
5578-12-01	TRAVEL	LOCAL TRAVEL EXPENSE ALL STAFF	2,000	2,000
5580-12-01	ENGINEERING SERVICES	ENGINEERING SERVICES/DRC MEETINGS	11,000	11,000
5585-12-01	TELEPHONE SERVICES	CELL PHONES (\$76 BASE/MO, \$18 USAGE/MO) AND IPADS (\$20 BASE/MO, \$3 USAGE/MO)	1,404	1,404
<b>TOTAL EXPENDITURES</b>			<b>\$</b>	<b>465,735</b>

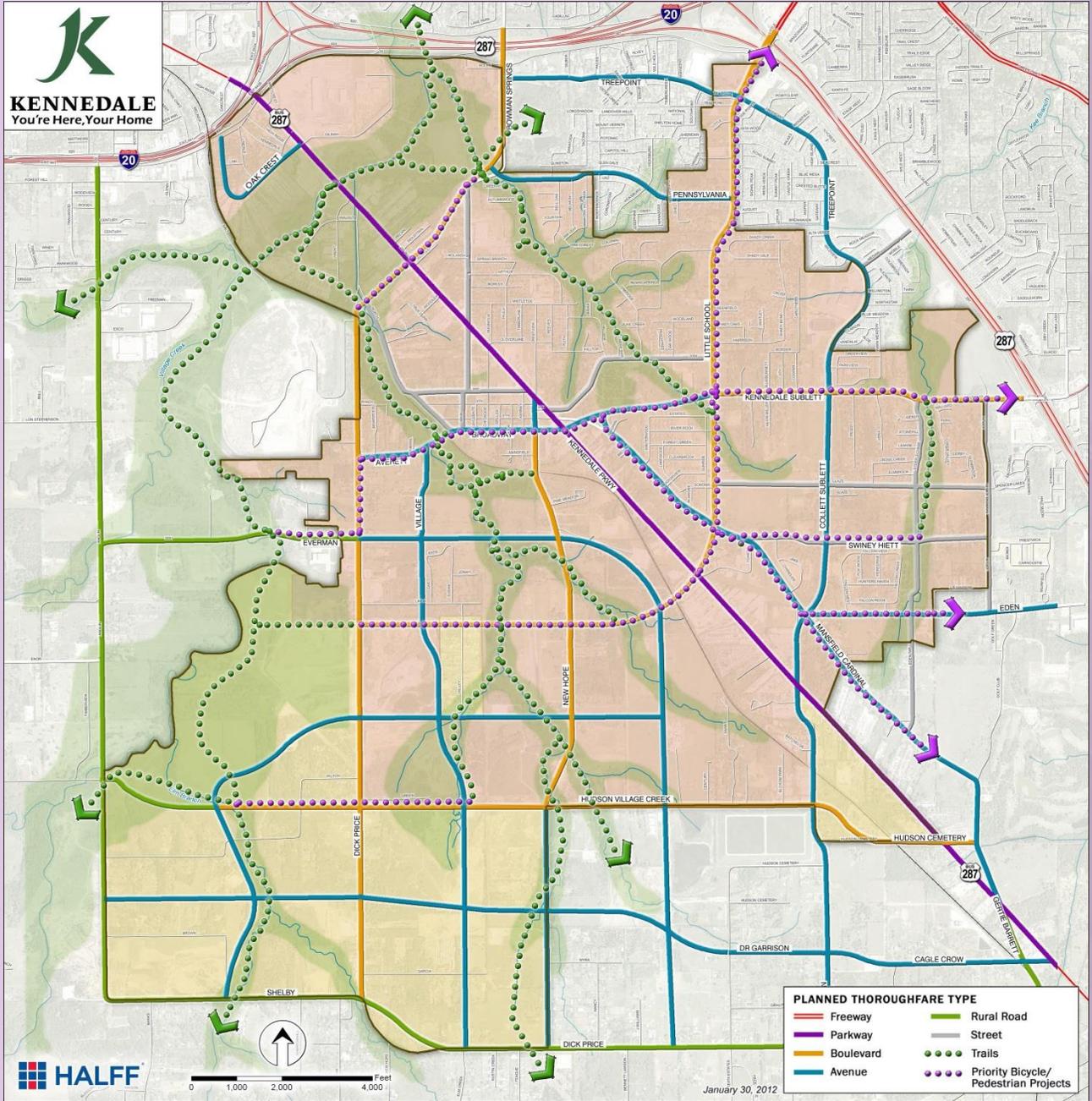
# FUTURE LAND USE PLAN

SOURCE: 2012 COMPREHENSIVE PLAN UPDATE | [WWW.CITYOFKENNEDALE.COM/GOVDOCS](http://WWW.CITYOFKENNEDALE.COM/GOVDOCS)



# FUTURE TRANSPORTATION PLAN

SOURCE: 2016 COMPREHENSIVE PLAN UPDATE | [WWW.CITYOFKENNEDALE.COM/GOVDOCS](http://WWW.CITYOFKENNEDALE.COM/GOVDOCS)

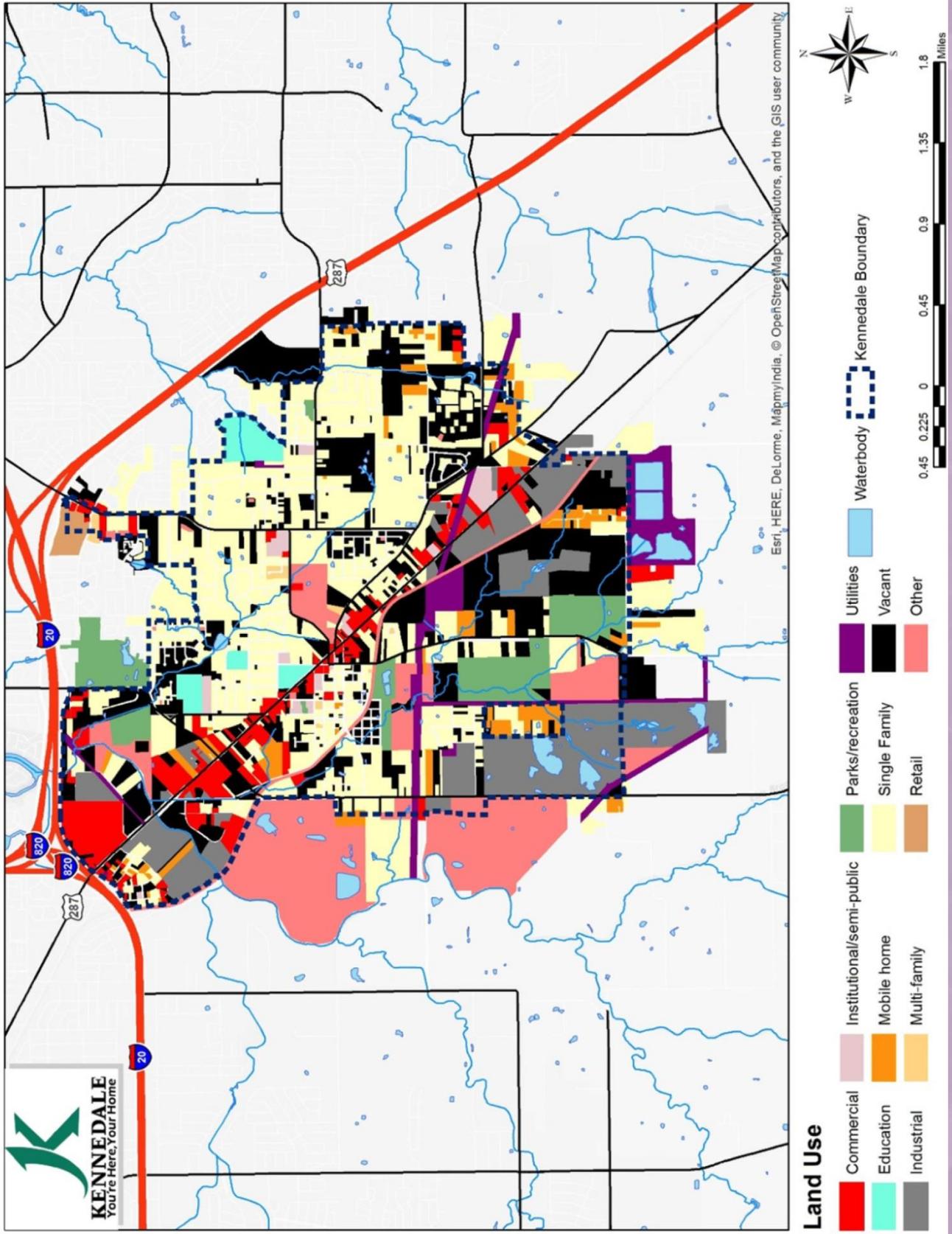


## LAND USE ANALYSIS

SOURCE: 2016 2016-2026 PARKS MASTER PLAN | WWW.CITYOFKENNEDALE.COM/GOVDOCS

The most dominant land use in the City of Kennedale is single-family residential, which constitutes 30% of the total area. One of the land use strengths of the City is the availability of vacant lands, with 293 parcels. Another dominant land use is industrial, with about 11% of the land area coverage.

Category	Counts	Acres	Percentage
<b>Cemeteries</b>	2	43.48	0.82%
<b>Commercial</b>	107	281.15	5.32%
<b>Communication</b>	1	0.88	0.02%
<b>Education</b>	4	80.49	1.52%
<b>Group quarters</b>	1	2.71	0.05%
<b>Industrial</b>	29	574.30	10.87%
<b>Institutional/semi-public</b>	14	51.22	0.97%
<b>Landfill</b>	2	496.61	9.40%
<b>Mobile home</b>	50	173.84	3.29%
<b>Multi-family</b>	7	14.54	0.28%
<b>Parks/recreation</b>	7	264.58	5.01%
<b>Railroad</b>	5	44.20	0.84%
<b>Ranch land</b>	15	147.16	2.79%
<b>Residential acreage</b>	3	68.78	1.30%
<b>Retail</b>	1	26.07	0.49%
<b>Single family</b>	264	1629.51	30.85%
<b>Small water bodies</b>	8	18.66	0.35%
<b>Under construction</b>	6	2.82	0.05%
<b>Utilities</b>	20	229.36	4.34%
<b>Vacant</b>	293	1098.35	20.80%
<b>Others</b>	3	32.84	0.62%
<b>Grand Total</b>	842	5281.57	100



YOU'RE HERE. YOUR HOME.

CITYOFKENNEDALE.COM/BUDGET

## DEPARTMENT OUTLINE: SENIOR CITIZEN CENTER

*The function of this department is to supplement other funding for the Senior Citizen Center to help provide support the senior citizens in the community.*

### HIGHLIGHTS AND GOALS ACCOMPLISHED

- Dependable transportation obtained and utilized for weekly field trips and daily pick-up/drop-off of participants to and from the center
- Addition of an AED (automated external defibrillator) to the facility
- Technology room created and being updated
- Food Bank Pantry continues; supplements monthly TAFB distribution to 45-50 individuals and families in the community
- Average number of daily meals served increased from 16 (in FY16) to 26 (in FY19)

### SHORT-TERM GOALS

- Continue to increase number of social and educational opportunities offered to members and the wider community
- Increase membership and meals served; and identify additional volunteers for programming
- Install KNOX Box for emergency access

### LONG-TERM GOALS

- Increase presence in the community by participation in local events and promotion of collaboration with other organizations within the city
- Establish a scholarship with KISD for a KHS Senior student entering a field that benefits the Senior Citizen population (e.g. social work, nursing)
- Increase attendance by community and funds raised at events
- Increase attendance to individual activities (art, book club, Zumba) thereby increasing overall attendance throughout the week

### STAFFING RESOURCES

- Contracted services via Sixty and Better, Inc.

## DEPARTMENT BUDGET: SENIOR CITIZEN CENTER

16-SENIOR CENTER		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
PERSONNEL		-	-	-	-	-
OPERATIONS		66,084	49,895	54,528	53,244	63,376
<b>TOTAL SENIOR CITIZEN CENTER</b>		<b>66,084</b>	<b>49,895</b>	<b>54,528</b>	<b>53,244</b>	<b>\$ 63,376</b>
<b>PERSONNEL SUMMARY</b>						
No Personnel						
<b>Total Positions</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>OPERATIONS</b>						
		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
01-5285-16-00	FUEL	-	19	500	100	500
01-5403-16-00	BUILDING MAINTENANCE	29,294	13,182	15,320	15,320	22,950
01-5430-16-00	MOTOR VEHICLE MAINT	277	697	1,000	1,000	1,000
01-5440-16-00	OFFICE EQUIP/SOFTWARE MAINT	1,527	1,567	1,516	800	1,516
01-5530-16-00	ELECTRIC SERVICES	6,163	5,223	6,000	5,000	5,500
01-5535-16-00	GAS SERVICES	1,075	1,427	1,100	1,800	2,500
01-5570-16-00	SPECIAL SERVICES	22,660	22,660	24,024	24,024	24,060
01-5575-16-00	EQUIPMENT RENTAL	1,068	1,193	1,068	1,200	1,350
01-5578-16-00	TRAVEL	-	21	-		
01-5590-16-00	WATER/SEWER SERVICES	4,020	3,908	4,000	4,000	4,000
<b>TOTAL OPERATIONS</b>		<b>66,084</b>	<b>49,895</b>	<b>54,528</b>	<b>53,244</b>	<b>\$ 63,376</b>
<b>TOTAL SENIOR CITIZEN CENTER</b>		<b>66,084</b>	<b>49,895</b>	<b>54,528</b>	<b>53,244</b>	<b>\$ 63,376</b>

## DEPARTMENT DETAIL: SENIOR CITIZEN CENTER

01: GENERAL FUND			FY19-20	
16: SENIOR CITIZEN CENTER			APPROVED	
5230-16-00	CLEANING SUPPLIES	MOVED TO BUILDING MAINTENANCE LINE	-	-
5260-16-00	GENERAL OFFICE SUPPLIES	PURCHASE OF PENS, PAPER, PENCILS, NOTEPADS, PAPERCLIPS COPY PAPER	-	-
5261-16-00	POSTAGE	MINOR POSTAGE EXPENSE	-	-
5280-16-00	MINOR EQUIP/SMALLS TOOLS<\$5K		-	-
5285-16-00	FUEL	FUEL CONTRACT FOR 1 VEHICLES	500	500
5403-16-00	BUILDING MAINTENANCE	ROUTINE MONTHLY CLEANING	8,820	22,950
		MONTHLY BUG SPRAY (\$65 PER MONTH); ANNUAL ROACH TREATMENT (\$220)	1,000	
		INTERIOR PAINTING AND LOCKS		
		MISCELLANEOUS REPAIRS TO PLUMBING, LIGHTING & BLDG	10,000	
		ANNUAL A/C MAINTENANCE+ SERVICE/REPAIRS	1,380	
		FIRE EXTINGUISHER INSPECTION	250	
		FLOORS STRIP, WAX & BUFFED; FLOORS RESTORED	1,500	
		5430-16-00	MOTOR VEHICLE MAINTENANCE	ENTERPRISE MAINT AGREEMENT (55.06/MO), INSPECTION/TAGS, REPAIRS
5440-16-00	OFFICE EQUIP/SOFTWARE MAINT	SAVIN MONTHLY MAINTENANCE - \$126.33/MO	1,516	1,516
5530-16-00	ELECTRIC SERVICES	PROVIDED BY GEXA ENERGY	5,500	5,500
5535-16-00	GAS SERVICES	PROVIDED BY ATMOS ENERGY	2,500	2,500
5570-16-00	SPECIAL SERVICES	SIXTY AND BETTER, INC. (\$2005/MONTH)	24,060	24,060
5575-16-00	EQUIPMENT RENTAL	SAVIN COPIER RENTAL (\$112.50)	1,350	1,350
5578-16-00	TRAVEL		-	-
5585-16-00	TELEPHONE SERVICES		-	-
5590-16-00	WATER/SEWER SERVICES	PROVIDED BY THE CITY/ARLINGTON/FORT WORTH	4,000	4,000
<b>TOTAL EXPENDITURES</b>			<b>\$</b>	<b>63,376</b>

## DEPARTMENT OUTLINE: LIBRARY

*The Kennedale Public Library serves the community as a central hub for information. The library connects patrons with their community by offering innovative programs, gathering spaces, and services to enrich their lives.*

### HIGHLIGHTS AND GOALS ACCOMPLISHED

- Secured over \$8,400 in grant funding for library STEM programming to purchase technology and supplies(4.3)(1.3)
- Implemented Computer Basics classes led by community volunteer (1.7.1)
- Expand children's programs to include Family Place and STEM programs (1.7.1)(1.5.4)(1.3)
- Secured \$2,500 in donations from FOLK for decorating the new Teen Area and attending Public Library Association Conference (4.3)(1.3)
- Completed TSLAC Family Place requirements and reporting for 2 year grant project
- Partnered with Historical Society and Mayor to provided monthly History Lecture series
- Retrofitted the staff workspace for optimal productivity
- Completed a community engagement study with volunteer consultant to identify best practices for Library outreach

### SHORT TERM GOALS

- Implement a monthly Teen Program
- Work towards updating the print collection to reflect the current information needs of the community (1.7.1)(1.3)
- Apply for grant funding to expand library programs and services (1.7.1)
- Begin working in FY 19 to develop a new long range plan for the Library as required by TSLAC accreditation standards
- Increase resident awareness of library services through effective community engagement
- Replace print management automation software/hardware to redirect staff hours from transactions to customer service tasks
- Enhance building security measures to protect the safety of staff and secure sensitive areas of the Library
- Investigate best practices for 21st century libraries and implement appropriate efficiency measures and customer service protocols

### LONG TERM GOALS

- Become a centralized information access point for the community (1.7.1)(1.2)
- Provide quality programs that enrich patron's lives (1.7.1)(1.5.4)
- Plan for eventual expansion of facilities to meet the needs of the community (1.7.1)(4.7)

### STAFFING RESOURCES

- Library Director – 1.0 FTE
- Library Clerk – 3.0 FTE

## DEPARTMENT BUDGET: LIBRARY

17-LIBRARY	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
PERSONNEL	187,786	230,745	189,166	193,730	206,658
OPERATIONS	97,003	80,505	79,093	82,896	98,384
<b>TOTAL LIBRARY</b>	<b>284,790</b>	<b>311,250</b>	<b>268,259</b>	<b>276,626</b>	<b>\$ 305,042</b>

### PERSONNEL SUMMARY

#### FULL-TIME POSITIONS

Library Director	1	1	1
Library Clerks	2	2	2

#### PART-TIME POSITIONS

Library Clerk	2	2	2
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<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>5</b>	<b>5</b>
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PERSONNEL	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
01-5101-17-00 SALARIES	130,947	163,548	110,458	109,223	118,992
01-5107-17-00 OVERTIME	893	174	-	576	300
01-5109-17-00 TEMPORARY PART TIME	396	3,668	29,120	30,529	30,763
01-5114-17-00 LONGEVITY PAY	2,978	3,410	1,948	2,772	3,132
01-5115-17-00 RETIREMENT	19,480	21,434	20,172	20,122	21,255
01-5117-17-00 PAYROLL TAXES FICA	9,863	11,297	10,902	10,695	11,719
01-5118-17-00 MEDICAL INSURANCE	21,187	25,199	15,290	18,182	18,886
01-5120-17-00 LIFE INSURANCE	602	605	381	651	559
01-5121-17-00 DENTAL INSURANCE	1,187	1,157	734	786	864
01-5122-17-00 VISION INSURANCE	254	253	161	194	189
<b>TOTAL PERSONNEL</b>	<b>187,786</b>	<b>230,745</b>	<b>189,166</b>	<b>193,730</b>	<b>\$ 206,658</b>

OPERATIONS	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
01-5230-17-00 CLEANING SUPPLIES	78	290	150	150	150
01-5240-17-00 PRINTED SUPPLIES	-	353	180	180	180
01-5260-17-00 GENERAL OFFICE SUPPLIES	823	972	562	562	562
01-5261-17-00 POSTAGE	273	287	200	300	300
01-5290-17-00 EXPENDABLE SUPPLIES	3,240	3,649	6,335	6,335	5,660
01-5292-17-00 LIBRARY PROCESSING SUPPLIES	32	364	400	400	400
01-5293-17-00 LIBRARY GRANT EXPENDITURES	10,048	6,470	-	-	-
01-5294-17-00 LIBRARY BOOK CITY FUND	23,283	20,439	28,500	28,500	28,500
01-5403-17-00 BUILDING MAINTENANCE	33,096	14,588	13,436	13,436	13,436
01-5440-17-00 OFFICE EQUIP/SOFTWARE MAINT	1,843	7,056	3,442	6,942	7,788
01-5510-17-00 ASSOCIATION DUES PUBLICATIONS	709	888	1,047	1,047	876
01-5525-17-00 TRAINING/SEMINARS	199	1,622	840	1,036	1,005
01-5530-17-00 ELECTRIC SERVICES	8,573	7,510	9,000	9,000	9,000
01-5535-17-00 GAS SERVICES	1,025	1,301	950	957	1,400
01-5570-17-00 SPECIAL SERVICES	6,731	5,207	5,130	5,130	5,185
01-5575-17-00 EQUIPMENT RENTAL	1,218	1,461	1,461	1,461	1,462
01-5578-17-00 TRAVEL	809	1,852	1,880	1,880	2,900
01-5585-17-00 TELEPHONE SERVICES	843	965	780	780	780
01-5590-17-00 WATER/SEWER SERVICES	4,182	5,229	4,800	4,800	4,800
01-5820-17-00 BUILDING IMPROVEMENTS	-	-	-	-	14,000
<b>TOTAL OPERATIONS</b>	<b>97,003</b>	<b>80,505</b>	<b>79,093</b>	<b>82,896</b>	<b>\$ 98,384</b>

<b>TOTAL LIBRARY</b>	<b>284,790</b>	<b>311,250</b>	<b>268,259</b>	<b>276,626</b>	<b>\$ 305,042</b>
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DEPARTMENT DETAIL: LIBRARY

01: GENERAL FUND			FY19-20	
17: LIBRARY			APPROVED	
5101-17-00	SALARIES	REFER TO PERSONNEL SUMMARY OVERVIEW	118,992	118,992
5107-17-00	OVERTIME	ADDITIONAL PAY OVER 40 HOURS PER WEEK AT 1.5 FOR NON-EXEMPT EMPLOYEES.	300	300
5109-17-00	TEMPORARY/PART-TIME	REFER TO PERSONNEL SUMMARY OVERVIEW	30,763	30,763
5114-17-00	LONGEVITY PAY	PAID TO EMPLOYEES WITH A MINIMUM OF TWELVE MONTHS OF SERVICE PRIOR TO SEPTEMBER 30TH OF EACH YEAR. EMPLOYEES RECEIVE \$8, \$10 OR \$12 PER MONTH FOR EACH YEAR OF SERVICE COMPLETED WITH THE CITY.	3,132	3,132
5115-17-00	RETIREMENT	REQUIRED FOR ANYTHING OVER 1000 CALENDAR HOURS. PAID MONTHLY. BASED ON JAN-DEC CALENDAR YEAR. NEW RATE RECEIVED IN MAY OF CURRENT YEAR FOR JAN-DEC OF UPCOMING FISCAL YEAR. OCT-DEC OF NEW FISCAL YEAR BILLED AT OLD RATE. RATE RECEIVED IN MAY HAS A LAG OF	21,255	21,255
5117-17-00	FICA	BASED ON 6.20% SOCIAL SECURITY/1.45% FICA, TOTALING 7.65%, ASSESSED ON ANY FORM OF PAY/INCOME TO EMPLOYEE	11,719	11,719
5118-17-00	MEDICAL INSURANCE	BASED ON MONTHLY PREMIUM	18,886	18,886
5120-17-00	LIFE INSURANCE	BASED ON LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT PREMIUM	559	559
5121-17-00	DENTAL INSURANCE	BASED ON MONTHLY PREMIUM	864	864
5122-17-00	VISION INSURANCE	BASED ON MONTHLY PREMIUM	189	189
5230-17-00	CLEANING SUPPLIES	DISINFECTANT WIPES; PAPER TOWELS; TRASH BAGS; DUSTERS; TOILET PAPER; CHEMICALS	150	150
5240-17-00	PRINTED SUPPLIES	PRINTER PAPER PUBLIC COPIER - 12 BOXES @15 EA	180	180
5260-17-00	GENERAL OFFICE SUPPLIES	PENCILS, FILE LABELS, STAPLES, ENVELOPES, ETC	350	562
		DVD CLEANING MACHINE FLUIDS	137	
		PRINTER PAPER -- 5 BOXES @ 15 EA	75	
5261-17-00	POSTAGE	POSTAGE FOR ROUTINE WEEKLY MAIL OUTS TO SUPPORT INTERLIBRARY LOAN PROGRAM	300	300
5275-17-00	FURNITURE & FIXTURES		-	-
5280-17-00	MINOR EQUIP/SMALL TOOL<\$5K		-	-
5290-17-00	EXPENDABLE SUPPLIES	SUMMER READING SUPPLIES	2,700	5,660
		STORYTIME CRAFT SUPPLIES	380	
		TEEN PROGRAM SUPPLIES	150	
		SUMMER READING PRIZES	500	
		SUMMER READING FLYERS	250	
		ADULT SPECIAL PROGRAM SUPPLIES	1,380	
		PUMPKIN PALOOZA SUPPLIES	200	
		BATTERIES FOR VARIOUS EQUIPMENT	100	
		UPS (BACK-UP) BATTERY FOR SERVER (EVERY 2 YEARS)	-	

**DEPARTMENT DETAIL: LIBRARY (CONT.)**

5292-17-00	LIBRARY PROCESSING SUPPLIES	PURCHASE SUPPLIES TO PROCESS LIBRARY INVENTORY - REPLENISH SUPPLIES	400	400
5293-17-00	LIBRARY GRANT EXPENDITURES			-
5294-17-00	LIBRARY BOOK-CITY FUND	ADULT BOOKS	10,725	28,500
		CHILDREN / YOUTH BOOKS	8,725	
		PERIODICALS	1,000	
		OVERDRIVE AND HOOPLA E-BOOKS	3,000	
		DVDS	2,000	
		DATABASES	3,050	
		LARGE PRINT BOOKS PROGRAM	-	
		MISC. NONFICTION & REFERENCE BOOKS	-	
5295-17-00	LIBRARY BOOKS-FRIENDS' FUND		-	-
5403-17-00	BUILDING MAINTENANCE	JANITORIAL SERVICE - 3 TIMES A WEEK	6,930	13,436
		PEST CONTROL - \$70 PER MONTH	840	
		HEATING & A/C MAINTENANCE	1,720	
		WINDOW CLEANING - \$125 QUARTERLY	500	
		STANLEY SECURITY MONITORING / FIRE SERVICES / EXTINGUISHER INSPECTIONS (\$158/MO)	1,896	
		CARPET CLEANING	1,200	
		CLEAN LOBBY TILE TWICE A YEAR @ \$175 EACH	350	
5440-17-00	OFFICE EQUIP/SOFTWARE MAINT	SAVIN MONTHLY MAINTENANCE	1,515	7,788
		ORANGEBOY DATA ANALYTICS	3,500	
		SOFTWARE LICENSE		
		BARCODE SCANNERS FOR CIRCULATION AND OFFICE	700	
		POLARIS (ANNUAL MAINTENANCE)	1,100	
		CASSIE/LIBRARICA	330	
		PRINT MANAGEMENT SYSTEM	643	
5501-17-00	ADVERTISING		-	-
5525-17-00	TRAINING/SEMINARS	TLA ANNUAL CONFERENCE REGISTRATION FOR LIBRARY DIRECTOR @ \$290	-	1,005
		PLA CONFERENCE REGISTRATION	305	
		PLANT ANNUAL CONFERENCE FOR LIBRARY DIRECTOR	700	
5510-17-00	ASSOC DUES/PUBLICATIONS	TEXAS LIBRARY ASSOCIATION DUES	164	876
		ANNUAL MEMBERSHIP IN PLANT(PUBLIC LIBRARY ADMIN OF N. TX)	35	
		TEXSHARE DATABASES - TX STATE LIBRARY	240	
		TEXAS MUNICIPAL LIBRARY DIRECTORS ASSOCIATION	-	
		AMERICAN LIBRARY ASSOCIATION	330	
		ANNUAL MEMBERSHIP FOR DIRECTOR		
		AMAZON PRIME MEMBERSHIP	107	

## DEPARTMENT DETAIL: LIBRARY (CONT.)

5530-17-00	ELECTRIC SERVICES	PROVIDED BY GEXA ENERGY	9,000	9,000
5535-17-00	GAS SERVICES	PROVIDED BY ATMOS ENERGY	1,400	1,400
5570-17-00	SPECIAL SERVICES	STORYTELLERS & OTHER LIBRARY PROGRAMS	1,300	5,185
		CONSORTIUM COSTS (ARLINGTON PARTNERSHIP)	3,650	
		LEGO CLUB AND BABYGARTEN EQUIPMENT	200	
		DOMAIN NAME REGISTRATION	35	
5575-17-00	EQUIPMENT RENTAL	SAVIN COPIER RENTAL (\$121.76 mo)	1,462	1,462
5578-17-00	TRAVEL	PLANT MEETINGS (MONTHLY) 10 MEETINGS -- MILEAGE & MEALS APPROX \$44.00 EA	440	2,900
		PLA CONFERENCE	2,460	
		TLA MILEAGE AND MEALS -- 2 DAYS	-	
		HOUSTON MEALS, HOTEL & MILEAGE		
5585-17-00	TELEPHONE SERVICES	FAX LINE - \$65 PER MONTH	780	780
5590-17-00	WATER/SEWER SERVICES	PROVIDED BY THE CITY/ARLINGTON/FORT WORTH	4,800	4,800
5705-17-00	TRANSFER OUT-CAP REPLACE FUND	VEHICLE/EQUIPMENT	-	-
		COMPUTERS	-	
5850-17-00	OFFICE FURNITURE		-	-
5870-17-00	OTHER EQUIPMENT		-	-
5820-17-00	BUILDING IMPROVEMENTS	DIRECTOR'S OFFICE AND STORAGE	14,000	14,000
<b>TOTAL EXPENDITURES</b>			<b>\$</b>	<b>305,042</b>



A 2017 STUDY BY THE TEXAS STATE LIBRARIES AND ARCHIVES COMMISSION (TSLAC) FOUND

**\$1 SPENT ON LIBRARY SERVICES**  
TRANSLATES TO  
**\$4.64 IN COMMUNITY BENEFITS**

OUR BUDGET OF \$259K = \$1.2 MILLION IN VALUE FOR KENNEDALE RESIDENTS

**STRONG FAMILIES**  
BUILD  
**SUCCESSFUL COMMUNITIES**

OUR FREE SUMMER READING CLUB BRIDGES THE GAP FOR STUDENTS, MINIMIZING THE 'SUMMER SLIDE'. YEAR-ROUND, WE PROUDLY OFFER A SPECIALIZED CHILDREN'S AREA AND RICH PARENTING COLLECTION, FUNDED IN PART THROUGH A FAMILY PLACE GRANT.

**NEXT**

- \$44K RENOVATION THROUGH TOCKER FOUNDATION GRANT
- JUNIOR HIGH + TEEN STEM PROGRAMMING AND A NEW TEEN AREA
- **KENNEDALE READS**— A PROGRAM ABOUT CONNECTING WITH KENNEDALE'S PAST, PRESENT, AND FUTURE  
*Through a partnership with the Historical Society*

**POSSIBLE FUTURE GRANT-FUNDED PILOT PROGRAMS:**

- KIDS STEM OUTREACH
- FAMILY LITERACY INITIATIVES
- UPDATING THE YOUNG ADULT BOOK COLLECTION
- DIGITIZING THE *KENNEDALE NEWS* FOR INCLUSION IN THE UNT PORTAL TO TEXAS HISTORY



**CONNECT**

- **COMPUTER ACCESS + FREE WIFI + TECH HELP**
- **ACCESS TO ARLINGTON + MANSFIELD LIBRARIES**  
*Funding our local library costs about \$32 per resident. For this benefit alone, each resident would pay \$50 annually, if they purchased access from the libraries directly.*
- **GLOBAL INTERLIBRARY LOAN SERVICE**
- **AFFORDABLE PRINTING + FAXING**
- **ACCESS TO PLANETREE MEDICAL REFERENCE**
- **TEXSHARE CARDS ALLOW ACCESS TO ANY PARTICIPATING LIBRARY IN TEXAS**
- **MORE CONSORTIUM = ACCESS TO \$9M+ IN RESOURCES**



**COLLECTION**

- 16K BOOKS AND OTHER ASSETS
- 500K DIGITAL BOOKS, COMICS, MOVIES, AND AUDIOBOOKS
- ACCESS TO \$68K IN DATABASES, WHICH COSTS JUST \$180/YEAR



**KENNEDALE Public Library**

KennedaleLibrary.org

FULLY ACCREDITED BY THE STATE OF TEXAS

**PROGRAMMING**



<b>BABYGARTEN (0-3)</b>	<b>FOSTERS EARLY LITERACY SKILLS AND PARENT-CHILD BONDING</b>
<b>STORYTIME (0-5)</b>	<b>STRENGTHENS PRESCHOOL LITERACY AND PREPARES THEM FOR KINDERGARTEN</b>
<b>LEGO CLUB (K-4)</b>	<b>ENCOURAGES CREATIVITY, THINKING OUTSIDE THE BOX, AND STEM SKILL DEVELOPMENT</b>
<b>FAMILY MOVIES</b>	<b>FREE FAMILY ACTIVITY FOR ALL AGES</b>
<b>HAPPILY HOOKED CROCHET CLUB</b>	<b>ADULT PROGRAM WHERE CRAFTERS CAN CONNECT, LEARN, AND SHARE TECHNIQUES</b>
<b>MISSION OF HOPE QUILTING CLASS</b>	<b>ALL SKILL LEVELS WORK TOGETHER TO LEARN A HOBBY AND CREATE QUILTS FOR LOCAL SHELTERS</b>
<b>GOLDEN READER'S BOOK CLUB (50+)</b>	<b>PROVIDES STIMULATION AND CONNECTION, IN PARTNERSHIP WITH THE SENIOR CENTER</b>

## DEPARTMENT BUDGET: NON-DEPARTMENTAL

90-NON-DEPARTMENTAL	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
PERSONNEL	-	-	-	-	-
OPERATIONS	504,400	390,256	511,749	429,572	514,733
<b>TOTAL NON-DEPARTMENTAL</b>	<b>504,400</b>	<b>390,256</b>	<b>511,749</b>	<b>429,572</b>	<b>\$ 514,733</b>

### PERSONNEL SUMMARY

No Personnel					
<b>Total Positions</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

PERSONNEL		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
01-5116-90-00	UNEMPLOYMENT INSURANCE	1,200	11,476	10,260	3,633	11,628
01-5119-90-00	WORKERS COMPENSATION	63,023	86,970	80,887	78,978	78,023
01-5123-90-00	HEALTH ADMIN FEES	8,065	4,493	30,601	35,106	9,718
01-5440-90-00	OFFICE EQUIPMENT/SOFTWARE MAIN	9,010	9,558	8,952	9,562	12,144
01-5540-90-00	INSURANCE-AUTO	22,356	26,539	23,698	27,861	41,153
01-5545-90-00	INSURANCE-PROPERTY	18,115	21,601	20,289	23,938	28,247
01-5550-90-00	INSURANCE-GENERAL LIABILITY	9,132	9,748	11,132	8,668	10,018
01-5560-90-00	INSURANCE-LAW ENFORCEMENT	9,033	10,143	9,123	9,637	10,215
01-5569-90-00	IT SUPPORT	125,400	125,400	125,400	125,400	125,400
01-5570-90-00	SPECIAL SERVICES	37,617	41,625	122,555	102,555	125,863
01-5585-90-00	TELEPHONE SERVICES	3,605	3,830	3,852	4,234	4,224
01-5705-90-00	TRANSFER OUT-CAP RELACE FUND	197,844	38,873	65,000	-	58,100
<b>TOTAL OPERATIONS</b>		<b>504,400</b>	<b>390,256</b>	<b>511,749</b>	<b>429,572</b>	<b>\$ 514,733</b>
<b>TOTAL NON-DEPARTMENTAL</b>		<b>504,400</b>	<b>390,256</b>	<b>511,749</b>	<b>429,572</b>	<b>\$ 514,733</b>

## DEPARTMENT DETAIL: NON-DEPARTMENTAL

01: GENERAL FUND			FY19-20	
90: NONDEPARTMENTAL			PROPOSED	
5116-90-00	UNEMPLOYMENT INSURANCE	PROVIDED BY TEXAS WORKFORCE COMMISSION. CITY PAYS 1% OF THE FIRST \$9,000 OF ALL CURRENT EMPLOYEE SALARIES. PAID QUARTERLY BASED ON # OF CLAIMS AND TURNOVER. BASED ON JAN-DEC CALENDAR YEAR. NEW RATE RECEIVED IN MAR OF NEW FISCAL YEAR. OCT-DEC BILLS AT OLD	11,628	11,628
5119-90-00	WORKERS' COMPENSATION	PROVIDED BY INTERGOVERNMENTAL RISK POOL. PAID UPFRONT IN OCT TO OBTAIN 3% DISCOUNT, UNLESS FUNDED QUARTERLY. BASED ON OCT-SEP OF CURRENT FISCAL YEAR. NEW RATE PROVIDED IN OCT OF NEW FISCAL YEAR AFTER TENTATIVE PAYROLL FIGURES PROVIDED. AUDIT COMPLETED IN	78,023	78,023
5123-90-00	HEALTH ADMIN FEES	BENEFIT BUCKS-HRA ADMINISTRATION FEE COBRA CHARMERS NOTIFICATION LETTERS MAILED TO EMPLOYEES HRA FUNDING FOR HEALTH INSURANCE H.S.A. EMPLOYEES (SPLIT 84% GENERAL FUND 90 AND 16% WATER FUND 90) EMPLOYEE ASSISTANCE PROGRAM (EAP) ACA REPORTING REQUIREMENTS BRINSON BENEFITS - TELEMEDICINE (\$280.00 MONTH)	1,950 1,728 - 1,746 934 3,360	9,718
5440-90-00	OFFICE EQUIP/SOFTWARE MAINT	ANNUAL EVERBRIDGE NOTIFICATION SYSTEM (PREVIOUSLY CONNECT CTY) RENEWAL (DUE MAR)	6,000	12,144
5540-90-00	INSURANCE-AUTO	ADP EZLABOR MANAGER SOFTWARE RENTAL (\$512.00 MO) PROVIDED BY TML INTERGOVERNMENTAL RISK POOL. AUTOMOBILE INSURANCE PREMIUMS FOR VEHICLES	6,144 41,153	41,153
5545-90-00	INSURANCE-PROPERTY	PROVIDED BY TML INTERGOVERNMENTAL RISK POOL. PROPERTY INSURANCE PREMIUMS FOR PROPERTY (USE 66% GENERAL FUND / 34% WATER FUND OF EXPENSE).	28,247	28,247
5550-90-00	INSURANCE-GENERAL LIABILITY	PROVIDED BY TML INTERGOVERNMENTAL RISK POOL. PERSON/PROPERTY COVERAGE FOR VENDORS, CITIZENS, AND CUSTOMERS TO WHICH THE CITY CAUSES DAMAGE TO INCLUDE ERRORS & OMISSIONS, PUBLIC EMPLOYEE DISHONESTY, THEFT AND FRAUD (USE 66% GENERAL FUND / 34% WATER FUND O	10,018	10,018
5560-90-00	INSURANCE-LAW ENFORCEMENT	PROVIDED BY TML INTERGOVERNMENTAL RISK POOL. COVERS THE CITY'S LAW ENFORCEMENT CAPABILITIES REGARDING CRIME FIDELITY, JAILS, TRAFFIC STOPS, ETC (USE 100% GENERAL FUND).	10,215	10,215
5569-90-00	IT SUPPORT	PROVIDED BY INTEGRITEK HOLDINGS: ON CALL FEE FOR PROJECTS/TROUBLESHOOTING, \$10,450.00 MONTHLY REMOTE BACKUP HOSTING SERVICES BACKUP SERVICE - COSTS ASSUMED IN BARRACUDA BACKUP SYSTEM PURCHASE	125,400 -	125,400



**DEPARTMENT OUTLINE: POLICE**

*The Kennedale Police Department is a value-driven professional organization dedicated to building a quality of life community through mutual trust, leadership, integrity, excellence, personalized service, and customer relationships.*

**HIGHLIGHTS AND GOALS ACCOMPLISHED**

- Recognized as a Best Practices Agency by the Texas Police Chiefs Association (TPCA)
- Successfully increased services to residents through a combined dispatch and jail agreement with the City of Mansfield
- Added a dedicated investigator for auto theft and burglary investigations using a grant with the Mansfield Police Department
- Maintained the School Resource Officer (SRO) program after the original grant expired
  - Coordinate daily with faculty and staff to provide a safe school environment
  - Conduct active shooter training for district personnel each year
  - Completed the inaugural year of the Youth Police Academy program at Kennedale Junior High School (KJHS) and Kennedale High School (KHS)
- Established a reserve program using retired City of Arlington officers with more than 70 years of combined service
  - Main use is in non-patrol functions
  - Assist in Criminal Investigations Division (CID), recognition program, and reporting
- Use of grants to fund major technology improvements
  - Federal ballistic vest partnership (ongoing)
  - Upgraded portable radios to digital from analog (2010)
  - Upgraded from VHS to digital in-car video systems (2011)
  - Upgraded mobile in-car computers (2014)
  - Radar Trailer/Message Board (2018)
  - Upgraded mobile in-car radios to next generation (2019)
  - Ranked 14 in most recent grant for body cameras
- One Sergeant completed Leadership Command College (LCC) through the Law Enforcement Management Institute of Texas (LEMIT)
- High priority placed on personnel training and expertise
  - All Sergeants have been through the 30-day Institute For Law Enforcement Administration (ILEA) School of Police Supervision
  - In-house instructors in high-liability areas such as firearms, active shooter, and less-lethal options
  - Firearms training conducted every 60 days
  - Four mental health peace officers
  - In-house instructor for DWI and narcotics enforcement from a patrol level
  - Working to raise certification levels through ongoing training with priority on employees who have the time in grade but lack classes

- Established a rank structure that allows for 24/7 trained supervisors to be on shift as well as preparing for future growth

### **SHORT-TERM GOALS**

- Continue sending command and supervisory staff to the Developing Leaders for Texas Law Enforcement leadership training
- Work to obtain COPS grant for a Community Resource Officer position to provide more citizen interaction with the department.
- Continue to identify and apply for grants for equipment and positions that enhance the department's ability to deliver varied and high quality services.
- Obtain five-day supervision training for all field training officers
- Planning a Citizen Police Academy for summer attendance
- Continued succession planning to replace key personnel due to retirements
- Prepare for on-site inspection for second re-Recognition process in January of 2020
- Prepare a five-year plan for department growth and needs assessment

### **LONG-TERM GOALS**

- Continue to develop a strategic plan for future law enforcement personnel and equipment growth needs
- Continue to work on getting all sergeants through Command College in order to prepare them for future growth needs
- Seek out grants for building renovations and improvements
- Improve or replace the current police facility with a more efficient building and floor plan

### **STAFFING RESOURCES**

- Police Chief - 1.0 FTE
- Police Captain - 1.0 FTE
- Sergeant - 4.0 FTE
- Corporal - 4.0 FTE
- Patrol Officer - 8.0 FTE
- Auto Theft Task Force Officer - 1.0 FTE
- School Resource Officer - 2.0 FTE
- Reserve Police Officer - 2 Sworn Non-Paid (Police SRO Department)
- Animal Control Officer - 1.0 FTE
- Evidence/Records Clerk - 1.0 FTE
- Receptionist - 0.63 FTE

## DEPARTMENT BUDGET: POLICE

9-POLICE	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
PERSONNEL	1,478,018	1,517,422	1,850,780	1,738,926	1,876,944
OPERATIONS	578,572	602,019	753,984	632,565	686,091
<b>TOTAL POLICE</b>	<b>2,056,591</b>	<b>2,119,441</b>	<b>2,604,764</b>	<b>2,371,491</b>	<b>\$ 2,563,035</b>

### PERSONNEL SUMMARY

#### FULL-TIME POSITIONS

Chief of Police	1	1	1	1	1
Captain	1	1	1	1	1
Sergeants	4	4	4	4	4
Corporals	5	5	4	4	4
Police Officers	6	7	7	7	8
Auto Theft Task Force Officer	1	1	1	1	1
Evidence/Records Clerk	1	1	1	1	1
Animal Control Officer	1	1	1	1	1
<b>PART-TIME POSITIONS</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Total Positions</b>	<b>21</b>	<b>22</b>	<b>21</b>	<b>21</b>	<b>22</b>

PERSONNEL	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
01-5101-09-01 SALARIES	993,920	1,020,711	1,269,454	1,193,979	1,291,931
01-5107-09-01 OVERTIME	35,285	39,965	38,000	50,000	50,000
01-5109-09-01 TEMPORARY PART TIME	18,289	18,786	20,553	19,670	20,810
01-5110-09-01 UNIFORM ALLOWANCE	250	-	500		-
01-5113-09-01 INCENTIVE PAY	37,248	41,163	47,450	49,958	41,600
01-5114-09-01 LONGEVITY PAY	25,985	24,557	28,402	24,462	23,188
01-5115-09-01 RETIREMENT	160,566	159,770	199,461	181,104	199,872
01-5117-09-01 PAYROLL TAXES FICA	79,698	81,230	107,798	92,851	110,200
01-5118-09-01 MEDICAL INSURANCE	116,377	121,022	127,275	115,672	126,893
01-5120-09-01 LIFE INSURANCE	4,156	4,354	5,758	5,628	5,717
01-5121-09-01 DENTAL INSURANCE	5,124	4,803	5,184	4,467	5,472
01-5122-09-01 VISION INSURANCE	1,120	1,061	945	1,135	1,260
<b>TOTAL PERSONNEL</b>	<b>1,478,018</b>	<b>1,517,422</b>	<b>1,850,780</b>	<b>1,738,926</b>	<b>\$ 1,876,944</b>

## DEPARTMENT BUDGET: POLICE (CONT.)

OPERATIONS		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
01-5220-09-01	UNIFORMS	14,930	12,525	14,125	12,000	15,125
01-5230-09-01	CLEANING SUPPLIES	551	426	600	500	600
01-5240-09-01	PRINTED SUPPLIES	2,048	3,378	4,000	4,000	4,500
01-5260-09-01	GENERAL OFFICE SUPPLIES	2,002	985	2,000	2,000	2,000
01-5261-09-01	POSTAGE	131	245	500	300	500
01-5280-09-01	MINOR EQUIPEMENT SMALL TOOLS	8,360	22,139	13,400	13,400	13,400
01-5285-09-01	FUEL	31,868	37,437	36,000	32,000	36,000
01-5290-09-01	EXPENDABLE SUPPLIES	1,520	2,576	3,900	2,500	4,400
01-5291-09-01	GRANT FUNDED SUPPLIES	-	2,136	73,645		
01-5403-09-01	BUILDING MAINTENANCE	59,673	39,091	24,235	24,235	24,235
01-5420-09-01	MACHINERY/TOOL MAINTENANCE	2,045	4,663	4,000	4,000	4,000
01-5430-09-01	MOTOR VEHICLE MAINTENANCE	23,642	22,919	25,000	25,000	25,000
01-5440-09-01	OFFICE EQUIPMENT/SOFTWARE MAINT.	11,967	3,534	6,403	5,000	9,678
01-5460-09-01	RADIO MAINTENANCE	22,168	15,864	25,728	25,728	25,728
01-5501-09-01	ADVERTISING	-	-	50		50
01-5510-09-01	ASSOCIATION DUES PUBLICATIONS	1,957	1,889	2,500	1,829	2,500
01-5525-09-01	TRANING/SEMINARS	12,902	14,503	14,925	14,000	14,925
01-5530-09-01	ELECTRIC SERVICES	18,606	13,939	22,000	18,500	14,000
01-5535-09-01	GAS SERVICES	1,269	1,565	1,800	1,600	1,800
01-5570-09-01	SPECIAL SERVICES	18,839	31,357	29,080	29,080	31,580
01-5575-09-01	EQUIPMENT RENTAL	3,960	5,405	5,154	5,154	6,186
01-5578-09-01	TRAVEL	611	3,946	3,500	3,500	3,500
01-5583-09-01	ANIMAL CONTROL	30,029	37,472	55,000	25,000	55,000
01-5585-09-01	TELEPHONE SERVICES	19,060	19,824	21,048	21,048	26,376
01-5590-09-01	WATER/SEWER SERVICES	2,832	2,212	5,700	2,500	2,500
01-5598-09-01	INTERGOV CITY OF MANSFIELD	287,600	301,989	359,691	359,691	362,508
<b>TOTAL OPERATIONS</b>		<b>578,572</b>	<b>602,019</b>	<b>753,984</b>	<b>632,565</b>	<b>\$ 686,091</b>
<b>TOTAL POLICE</b>		<b>2,056,591</b>	<b>2,119,441</b>	<b>2,604,764</b>	<b>2,371,491</b>	<b>\$ 2,563,035</b>

**DEPARTMENT DETAIL: POLICE**

01: GENERAL FUND			FY19-20	
09: POLICE			APPROVED	
01: OPERATIONS				
5101-09-01	SALARIES	REFER TO PERSONNEL SUMMARY OVERVIEW	1,291,931	1,291,931
5107-09-01	OVERTIME	ADDITIONAL PAY OVER 40 HOURS PER WEEK AT 1.5 FOR NON-EXEMPT EMPLOYEES.	50,000	50,000
5109-09-01	TEMPORARY/PART-TIME	REFER TO PERSONNEL SUMMARY OVERVIEW	20,810	20,810
5110-09-01	UNIFORM ALLOWANCE	MONTHLY ALLOWANCE TO OFFSET WEAR/TEAR ASSOCIATED WITH ACTIVITIES IN THE FIELD AND ON SCENE (\$500 PER MONTH FOR DETECTIVES)	-	-
5113-09-00	CERTIFICATION PAY	REFER TO PERSONNEL SUMMARY OVERVIEW	41,600	41,600
5114-09-00	LONGEVITY PAY	PAID TO EMPLOYEES WITH A MINIMUM OF TWELVE MONTHS OF SERVICE PRIOR TO SEPTEMBER 30TH OF EACH YEAR. EMPLOYEES RECEIVE \$8, \$10 OR \$12 PER MONTH FOR EACH YEAR OF SERVICE COMPLETED WITH THE CITY.	23,188	23,188
5115-09-01	RETIREMENT	REQUIRED FOR ANYTHING OVER 1000 CALENDAR HOURS. PAID MONTHLY. BASED ON JAN-DEC CALENDAR YEAR. NEW RATE RECEIVED IN MAY OF CURRENT YEAR FOR JAN-DEC OF UPCOMING FISCAL YEAR. OCT-DEC OF NEW FISCAL YEAR BILLED AT OLD RATE. RATE RECEIVED IN MAY HAS A LAG OF	199,872	199,872
5117-09-01	FICA	BASED ON 6.20% SOCIAL SECURITY/1.45% FICA, TOTALING 7.65%, ASSESSED ON ANY FORM OF PAY/INCOME TO EMPLOYEE	110,200	110,200
5118-09-01	MEDICAL INSURANCE	BASED ON MONTHLY PREMIUM	126,893	126,893
5120-09-01	LIFE INSURANCE	BASED ON LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT PREMIUM	5,717	5,717
5121-09-01	DENTAL INSURANCE	BASED ON MONTHLY PREMIUM	5,472	5,472
5122-09-01	VISION INSURANCE	BASED ON MONTHLY PREMIUM	1,260	1,260
5220-09-01	UNIFORMS	PD UNIFORM SHIRTS (75 @ \$60) PD UNIFORM PANTS (50 @ \$60) BULLET PROOF VEST P.A.C.A. LEVEL 3A (5 @ \$800) NAME TAGS, LEATHER GEAR, MISC. EQUIPMENT UNIFORM HATS UNIFORM JACKETS	4,500 3,000 4,000 1,000 125 2,500	15,125
5230-09-01	CLEANING SUPPLIES	PINE SOL, TRASH BAGS, MOP HEADS, KLEENEX, PAPER TOWELS, DISH SOAP, HAND SOAP, MISC. SUPPLIES AS NEEDED.	600	600
5240-09-01	PRINTED SUPPLIES	CRIME PREVENTION SUPPLIES OFFICER TRADING CARDS BUSINESS CARDS RECEIPT BOOKS GENERAL PRINTING	1,200 1,000 1,000 500 800	4,500
5260-09-01	GENERAL OFFICE SUPPLIES	BINDERS, LABELS, LEGAL PADS, PENS, PENCILS, SHARPIES, MESSAGE PADS, STENO PADS, LABEL MAKER TAPE, SCOTCH TAPE. PLASTIC REPORT COVERS, ENVELOPES, FILE FOLDERS, HANGING FILES, POST-IT-NOTES, CORRECTION TAPE, PRINTER PAPER, BINDER AND PAPER CLIPS, HIGHLIGHTER	2,000	2,000
5261-09-01	POSTAGE	GENERAL POSTAGE FEES, SHIPPING FEES, ETC.	500	500
5280-09-01	MINOR EQUIP/SMALL TOOLS<\$5K	REPLACEMENT TASERS/PEPPER GUNS REPLACEMENT OFFICE EQUIPMENT (TVS, LOCKERS, DESKS, ETC.) OFFICE CHAIRS UNEXPECTED REPAIRS	5,000 5,000 2,000 1,400	13,400
5285-09-01	FUEL	USE OF FORT WORTH PURCHASING CONTRACT WITH MARTIN EAGLE OIL COMPANY-VEHICLE FUEL	36,000	36,000
5290-09-01	EXPENDABLE SUPPLIES	AMERICAN/TEXAS FLAGS BATTERIES , CRIME SCENE MEMORY CARDS AND SUPPLIES PATROL SUPPLIES (LATEX GLOVES, WATER, CONES, ETC.) LUNCHEONS, EMPLOYEE MEALS	400 1,500 1,500 1,000	4,400

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## DEPARTMENT DETAIL: POLICE (CONT.)

5403-09-01	BUILDING MAINTENANCE	WINDOW CLEANING/PEST CONTROL SERVICES	1,500	24,235
		CLEANING SERVICE @ \$525 MO., FLOORS @ \$1125, CARPETS @ \$550	7,975	
		STANLEY SECURITY MONITORING / FIRE SERVICES / EXTINGUISHER INSPECTIONS (\$230/MO)	2,760	
		A/C, PLUMBING SERVICES AND REPAIR	12,000	
5420-09-01	MACHINERY/TOOL MAINTENANCE	GENERATOR MAINTENANCE	4,000	4,000
5430-09-01	MOTOR VEHICLE MAINTENANCE	BRAKE SERVICE	5,000	25,000
		TIRES	6,500	
		SUSPENSION WORK	4,500	
		GENERAL ENGINE MAINTENANCE		
		BODY REPAIRS	5,000	
		ROUTINE MAINT. (OIL CHANGE, TRANS SERVICE, ETC. )	4,000	
5440-09-01	OFFICE EQUIP/SOFTWARE MAINT	WARRANTRY EXTENSION FOR MVS (4 MOBILE, 3 BODY CAMS, SERVER)	4,000	9,678
		SAVIN SHREDDER ANNUAL MAINTENANCE AGREEMENT	1,515	
		NET MOTION MAINTENANCE FOR WIRELESS MOBILE	2,000	
		SAVIN MONTHLY MAINTENANCE (\$113/MO)	1,363	
		LEADS ON LINE	800	
5460-09-01	RADIO MAINTENANCE	FW RADIO AGREEMENT (\$34/MONTH PER 41 RADIOS)	16,728	25,728
		MOTOROLA RADIO MAINTENANCE	9,000	
5501-09-01	ADVERTISING	ABANDONED PROPERTY ADVERTISEMENTS	50	50
5510-09-01	ASSOC DUES/PUBLICATIONS	TPCA/NTPCA DUES	400	2,500
		ASSOCIATION DUES (ACO, GANG OFFS. ASSN., TTPOA)	600	
		TRADE JOURNALS/PERIODICALS	370	
		BEST PRACTICES RECOGNITION PROGRAM	500	
		TCLEDDS ACCESS	630	
5525-09-01	TRAINING/SEMINARS	INTERMEDIATE CORE COURSES	3,000	14,925
		FIREARMS/TASER TRAINING (AMMO, RANGE RENTAL, ETC)	8,500	
		GENERAL TRAINING, BASIC ACADEMY, TAPEIT, HOSTAGE NEGOTIATION	3,425	
5530-09-01	ELECTRIC SERVICES	PROVIDED BY GEXA ENERGY	14,000	14,000
5535-09-01	GAS SERVICES	PROVIDED BY ATMOS ENERGY	1,800	1,800
5570-09-01	SPECIAL SERVICES	EVIDENCE TESTING (SEX ASSAULT EXAMS, DRUG TESTS, LAB TESTS)	12,000	31,580
		PRE-EMPLOYMENT TESTING, RACIAL PROFILE REPORT	11,500	
		CRIME SCENE EVIDENCE PROCESSING	5,000	
		ONE SAFE PLACE FUNDING/ALLIANCE FOR CHILDREN	3,080	
5575-09-01	EQUIPMENT RENTAL	SAVIN COPIER RENTAL (\$277.07/MO)	3,325	6,186
		SHREDDER (\$86 MO)	1,032	
		ANNUAL LEASE ON FILTERED WATER/ICE MACHINE FOR KITCHEN/BREAK ROOM	1,829	
5578-09-01	TRAVEL	MILEAGE, HOTEL, CAPTAIN'S MANDATED TRAINING, CHIEF'S CONFERENCE AND MANDATED TRAINING	3,500	3,500
5583-09-01	ANIMAL CONTROL	FORT WORTH ACO SHELTER CHARGES	50,000	55,000
		BARK IN THE PARK (ANNUAL EVENT) SEED MONEY	2,500	
		MISC EQUIPMENT, LICENSE TAGS, VET SUPPLIES, TRAPS	2,500	
5585-09-01	TELEPHONE SERVICES	ATT MOBILITY (CELL PHONES, MDC AIR CARDS, DATA)	16,800	26,376
		MANSFIELD FIBER OPTIC CONNECTION (\$598 PER MONTH)	7,176	
		ATT LAND LINES (\$200 MONTH)	2,400	
5590-09-01	WATER/SEWER SERVICES	PROVIDED BY THE CITY/ARLINGTON/FORT WORTH	2,500	2,500
5598-09-01	INTERGOV-CITY OF	PERSONNEL (QUARTERLY \$62,924) PER NOTICE	251,695	362,508
		JAIL SERVICES (QUARTERLY \$22,165) (EST.)	88,659	
		SOFTWARE MAINTENANCE/CONNECTIVITY (QUARTERLY \$5,539)	22,154	
<b>TOTAL EXPENDITURES</b>			<b>\$2,563,035</b>	

## DEPARTMENT BUDGET: POLICE SRO

9-POLICE SRO	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
PERSONNEL	133,728	142,259	155,077	149,258	156,513
OPERATIONS	-	-	-	-	-
<b>TOTAL POLICE SRO OFFICE</b>	<b>133,728</b>	<b>142,259</b>	<b>155,077</b>	<b>149,258</b>	<b>\$ 156,513</b>

### PERSONNEL SUMMARY

#### FULL-TIME POSITIONS

Resource Officers	2	2	2	2	2
<b>Total Positions</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>	<b>2</b>

PERSONNEL	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
01-5101-09-02 SALARIES	91,257	93,821	107,316	103,912	107,316
01-5107-09-02 OVERTIME	2,558	4,500	1,600		1,600
01-5107-09-02 INCENTIVE PAY	4,311	3,911	3,900	5,146	5,200
01-5114-09-02 LONGEVITY PAY	1,504	954	1,280	1,170	1,520
01-5115-09-02 RETIREMENT	14,397	14,590	16,136	16,086	16,044
01-5117-09-02 PAYROLL TAXES FICA	7,190	7,154	8,721	7,950	8,846
01-5118-09-02 MEDICAL INSURANCE	11,410	16,218	14,938	13,758	14,800
01-5120-09-02 LIFE INSURANCE	399	410	484	536	484
01-5121-09-02 DENTAL INSURANCE	577	575	576	569	576
01-5122-09-02 VISION INSURANCE	126	126	126	131	126
<b>TOTAL PERSONNEL</b>	<b>133,728</b>	<b>142,259</b>	<b>155,077</b>	<b>149,258</b>	<b>\$ 156,513</b>
<b>TOTAL SRO</b>	<b>133,728</b>	<b>142,259</b>	<b>155,077</b>	<b>149,258</b>	<b>\$ 156,513</b>

**DEPARTMENT DETAIL: POLICE SRO**

01: GENERAL FUND			FY19-20	
09: POLICE			APPROVED	
02: SRO PROGRAM/COPS GRANT				
5101-09-01	SALARIES	REFER TO PERSONNEL SUMMARY OVERVIEW	107,316	107,316
5107-09-01	OVERTIME	ADDITIONAL PAY OVER 40 HOURS PER WEEK AT 1.5 FOR NON-EXEMPT EMPLOYEES.	1,600	1,600
5113-09-01	INCENTIVE PAY	REFER TO PERSONNEL SUMMARY OVERVIEW	5,200	5,200
5114-09-01	LONGEVITY PAY	PAID TO EMPLOYEES WITH A MINIMUM OF TWELVE MONTHS OF SERVICE PRIOR TO SEPTEMBER 30TH OF EACH YEAR. EMPLOYEES RECEIVE \$8, \$10 OR \$12 PER MONTH FOR EACH YEAR OF SERVICE COMPLETED WITH THE CITY.	1,520	1,520
5115-09-01	RETIREMENT	REQUIRED FOR ANYTHING OVER 1000 CALENDAR HOURS. PAID MONTHLY. BASED ON JAN-DEC CALENDAR YEAR. NEW RATE RECEIVED IN MAY OF CURRENT YEAR FOR JAN-DEC OF UPCOMING FISCAL YEAR. OCT-DEC OF NEW FISCAL YEAR BILLED AT OLD RATE. RATE RECEIVED IN MAY HAS A LAG OF	16,044	16,044
5117-09-01	FICA	BASED ON 6.20% SOCIAL SECURITY/1.45% FICA, TOTALING 7.65%, ASSESSED ON ANY FORM OF PAY/INCOME TO EMPLOYEE	8,846	8,846
5118-09-01	MEDICAL INSURANCE	BASED ON MONTHLY PREMIUM	14,800	14,800
5120-09-01	LIFE INSURANCE	BASED ON LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT PREMIUM	484	484
5121-09-01	DENTAL INSURANCE	BASED ON MONTHLY PREMIUM	576	576
5122-09-01	VISION INSURANCE	BASED ON MONTHLY PREMIUM	126	126
<b>TOTAL EXPENDITURES</b>			<b>\$ 156,513</b>	

## DEPARTMENT OUTLINE: FIRE

*The mission of this department is the protection of life and property of the citizens of Kennedale through public education, fire prevention code enforcement, and the response of highly-trained professional emergency response personnel.*

### HIGHLIGHTS AND GOALS ACCOMPLISHED

- Fully staffed emergency response
- Continued education. Two of our personnel just completed paramedic school
- Replacement and addition of Automatic External Defibrillators (AED) in all public buildings
- CPR/AED training for city staff and seniors
- Completed the electrical power upgrade in the station (grant funded)
- RFP for EMS billing and collections

### SHORT-TERM GOALS

- Recruitment and Retention
- Establish and implement a capitol replacement plan.
- FD facilities evaluation
- Update all Standard Operating Policies and Procedures
- Public education, begin delivery of CPR training to the public.
- Evaluate staffing needs for the future
- Evaluate EMS subscription service
- Evaluate the need for Revenue Recovery on fire responses
- Deliver EMS safety tips to the community

### LONG-TERM GOALS

- Recruitment and Retention
- Increase ambulance revenue.
- Continuation of the capital replacement plan.
- Facility replacement. (include station, administration and training)
- Develop a fire prevention program that ensures all businesses are compliant with current codes and also provides enforcement for citizen's safety
- Sufficient staffing to conduct all business inspections to reduce the support from operations personnel. Provide strong support to operations personnel with pre-fire plans.

### STAFFING RESOURCES

- Fire Chief - 1.0 FTE
- Fire Services Administrator - 1.0 FTE
- Lieutenants -3.0 FTE
- Drivers/Engineers - 2.0 FTE
- Firefighters/Paramedics -13.0 FTE

## DEPARTMENT BUDGET: FIRE

10-FIRE	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
PERSONNEL	1,393,793	1,429,662	1,517,989	1,620,151	2,027,127
OPERATIONS	285,556	297,531	389,691	295,205	359,783
<b>TOTAL FIRE</b>	<b>1,679,349</b>	<b>1,727,193</b>	<b>1,907,680</b>	<b>1,915,356</b>	<b>\$ 2,386,910</b>

### PERSONNEL SUMMARY

#### FULL-TIME POSITIONS

Fire Chief	1	1	1	1	1
Lieutenants	2	3	3	3	3
Engineers	4	3	3	3	2
Firefighter/Paramedic	5	6	8	8	5
Firefighter/EMT	4	3	4	4	8
Administrative Assistant (Fire Services Administrator)	1	1	1	1	1

#### PART-TIME POSITIONS

<b>Total Positions</b>	<b>17</b>	<b>17</b>	<b>20</b>	<b>20</b>	<b>20</b>
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PERSONNEL	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
01-5101-10-00 SALARIES	791,825	729,825	952,554	896,781	1,235,777
01-5107-10-00 OVERTIME	95,844	169,435	20,000	180,000	135,000
01-5108-10-00 FLSA OVERTIME	98,097	100,365	105,407	109,132	128,245
01-5109-10-00 TEMPORARY PART TIME	50,972	93,632	-	75,000	40,000
01-5113-10-00 INCENTIVE PAY	28,857	27,486	31,493	25,000	27,300
01-5114-10-00 LONGEVITY PAY	7,004	9,044	8,392	8,084	9,918
01-5115-10-00 RETIREMENT	146,533	142,310	175,605	158,240	214,956
01-5117-10-00 PAYROLL TAXES FICA	78,016	81,654	95,632	73,451	121,576
01-5118-10-00 MEDICAL INSURANCE	88,861	69,619	118,425	85,512	102,035
01-5120-10-00 LIFE INSURANCE	3,103	2,833	4,539	4,068	5,362
01-5121-10-00 DENTAL INSURANCE	3,839	2,840	4,925	3,954	5,760
01-5122-10-00 VISION INSURANCE	839	621	1,017	929	1,197
<b>TOTAL PERSONNEL</b>	<b>1,393,793</b>	<b>1,429,662</b>	<b>1,517,989</b>	<b>1,620,151</b>	<b>\$ 2,027,127</b>

## DEPARTMENT BUDGET: FIRE (CONT.)

OPERATIONS		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
01-5220-10-00	UNIFORMS	15,438	21,350	7,500	13,500	9,000
01-5225-10-00	LIFE SAFETY EQUIPMENT	-	-	15,000	15,000	15,000
01-5230-10-00	CLEANING SUPPLIES	2,115	1,176	2,000	2,000	2,000
01-5240-10-00	PRINTED SUPPLIES	213	982	730	1,450	1,160
01-5260-10-00	GENERAL OFFICE SUPPLIES	606	855	908	950	1,000
01-5261-10-00	POSTAGE	248	185	285	285	285
01-5280-10-00	MINOR EQUIPMENT SMALL TOOLS	12,984	6,677	11,900	11,900	11,900
01-5285-10-00	FUEL	8,966	7,893	10,500	8,000	9,000
01-5288-10-00	EMS SUPPLIES	-	-	19,500	21,000	22,000
01-5290-10-00	EXPENDABLE SUPPLIES	30,131	27,814	4,000	4,000	4,000
01-5291-10-00	GRANT FUNDED SUPPLIES	15,981		89,405	-	26,030
01-5296-10-00	CITY GRANT MATCH			3,095	-	-
01-5297-10-00	FIRE OPERATIONS EXPENDABLE SUPPL	-		5,180	5,180	5,180
01-5403-10-00	BUILDING MAINTENANCE	11,385	20,456	40,880	40,880	33,237
01-5420-10-00	MACHINERY/TOOL MAINTENANCE	17,302	23,497	18,319	18,500	18,189
01-5430-10-00	MOTOR VEHICLE MAINTENANCE	59,173	84,861	43,000	43,000	43,000
01-5440-10-00	OFFICE EQUIPMENT/SOFTWARE MAINT.	5,058	5,056	5,177	8,352	5,665
01-5460-10-00	RADIO MAINTENANCE	14,547	12,933	7,344	8,500	9,344
01-5510-10-00	ASSOCIATION DUES PUBLICATIONS	6,784	6,846	7,950	6,000	8,025
01-5525-10-00	TRAINING/SEMINARS	25,393	19,122	20,405	9,000	18,000
01-5530-10-00	ELECTRIC SERVICES	11,310	8,576	11,300	10,000	11,300
01-5535-10-00	GAS SERVICES	1,373	1,748	1,400	1,644	1,900
01-5570-10-00	SPECIAL SERVICES	34,713	33,017	52,331	51,000	51,456
01-5575-10-00	EQUIPMENT RENTAL	4,375	4,271	4,058	4,058	4,058
01-5578-10-00	TRAVEL	195	214	500	3,300	1,200
01-5585-10-00	TELEPHONE SERVICES	3,534	5,446	3,024	4,000	3,024
01-5590-10-00	WATER/SEWER SERVICES	3,734	4,556	4,000	3,706	4,000
01-5870-10-00	OTHER EQUIPMENT					40,830
<b>TOTAL OPERATIONS</b>		<b>285,556</b>	<b>297,531</b>	<b>389,691</b>	<b>295,205</b>	<b>\$ 359,783</b>
<b>TOTAL FIRE</b>		<b>1,679,349</b>	<b>1,727,193</b>	<b>1,907,680</b>	<b>1,915,356</b>	<b>\$ 2,386,910</b>

**DEPARTMENT DETAIL: FIRE**

01: GENERAL FUND			FY19-20	
10: FIRE			APPROVED	
5101-10-00	SALARIES	REFER TO PERSONNEL SUMMARY OVERVIEW	1,235,777	1,235,777
5107-10-00	OVERTIME	ADDITIONAL PAY OVER 40 HOURS PER WEEK AT 1.5 FOR NON-EXEMPT EMPLOYEES (COVERS NON-BUILT IN HOURS ASSOCIATED WITH VACATION/SICK/PERSONAL DAY COVERAGE FOR FULL-TIME FIREFIGHTERS)	135,000	135,000
5108-10-00	FLSA OVERTIME	ADDITIONAL PAY OVER 106 HOURS PER PAY PERIOD FOR FULL-TIME, NON-EXEMPT FIREFIGHTERS (HOURS BUILT IN AND GENERALLY RECEIVED, UNLESS SICK TIME TAKEN)	128,245	128,245
5109-10-00	TEMPORARY/PART-TIME	REFER TO PERSONNEL SUMMARY OVERVIEW (REFERS TO PART-TIME FIREFIGHTER COVERAGE)	40,000	40,000
5113-10-00	CERTIFICATION PAY	REFER TO PERSONNEL SUMMARY OVERVIEW	27,300	27,300
5114-10-00	LONGEVITY PAY	PAID TO EMPLOYEES WITH A MINIMUM OF TWELVE MONTHS OF SERVICE PRIOR TO SEPTEMBER 30TH OF EACH YEAR. EMPLOYEES RECEIVE \$8, \$10 OR \$12 PER MONTH FOR EACH YEAR OF SERVICE COMPLETED WITH THE CITY.	9,918	9,918
5115-10-00	RETIREMENT	REQUIRED FOR ANYTHING OVER 1000 CALENDAR HOURS. PAID MONTHLY. BASED ON JAN-DEC CALENDAR YEAR. NEW RATE RECEIVED IN MAY OF CURRENT YEAR FOR JAN-DEC OF UPCOMING FISCAL YEAR. OCT-DEC OF NEW FISCAL YEAR BILLED AT OLD RATE. RATE RECEIVED IN MAY HAS A LAG OF	214,956	214,956
5117-10-00	FICA	BASED ON 6.20% SOCIAL SECURITY/1.45% FICA, TOTALING 7.65%. ASSESSED ON ANY FORM OF PAY/INCOME TO EMPLOYEE.	121,576	121,576
5118-10-00	MEDICAL INSURANCE	BASED ON MONTHLY PREMIUM	102,035	102,035
5120-10-00	LIFE INSURANCE	BASED ON LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT PREMIUM	5,362	5,362
5121-10-00	DENTAL INSURANCE	BASED ON MONTHLY PREMIUM	5,760	5,760
5122-10-00	VISION INSURANCE	BASED ON MONTHLY PREMIUM	1,197	1,197
5220-10-00	UNIFORMS	DUTY UNIFORMS, DRESS UNIFORMS, COATS, GLOVES, BOOTS	9,000	9,000
5225-10-00	LIFE SAFETY EQUIPMENT	FIRE-RESCUE PERSONAL PROTECTIVE ENSEMBLE - PPE (COAT, PANTS, BOOTS, HOOD, & GLOVES) SCBA PAKS, BOTTLES, AND MASKS	15,000	15,000
5230-10-00	CLEANING SUPPLIES	APPARATUS CLEANING AND POLISHING SUPPLIES CLOTHES CLEANING SUPPLIES KITCHEN CLEANING SUPPLIES STATION CLEANING SUPPLIES	500 500 500 500	2,000
5240-10-00	PRINTED SUPPLIES	AMA FORMS, HIPPA FORMS SHIFT CALENDARS, BUSINESS CARDS OPEN HOUSE SAFETY HANDOUTS PAT TAGS	150 280 130 600	1,160
5260-10-00	GENERAL OFFICE SUPPLIES	COPIER PAPER FILING SUPPLIES GENERAL OFFICE SUPPLIES TRAINING BINDERS AND DIVIDERS	600 100 200 100	1,000
5261-10-00	POSTAGE	COMPLIANCE: CERTIFICATION, CODE ENFORCEMENT	285	285
5280-10-00	MINOR EQUIP/SMALL TOOLS<\$5K	HYDRAULIC RESCUE TOOLS, SAWS, FIREFIGHTING TOOLS LAWN EQUIPMENT WORKOUT EQUIPMENT EXTRACTOR/WASHER/DRYER FIRE HOSE - NOZZLES, HAND TOOLS, ROPES, SALVAGE EQUIPMENT	3,000 500 2,000 550 5,850	11,900

## DEPARTMENT DETAIL: FIRE (CONT.)

5285-10-00	FUEL	DIESEL PURCHASED VIA INTERLOCAL PURCHASING AGREEMENT	6,000	9,000
		FUEL FOR MINOR EQUIPMENT	500	
		GASOLINE PURCHASED VIA INTERLOCAL PURCHASING AGREEMENT	2,500	
5288-10-00	EMS SUPPLIES	OXYGEN, EMS SUPPLIES, MEDICATIONS, DRESSINGS, IV SUPPLIES	22,000	22,000
5290-10-00	EXPENDABLE SUPPLIES	STATION SUPPLIES: PAPER GOODS	3,000	4,000
		KITCHEN SUPPLIES, HAND CLEANER, EQUIPMENT SANITIZER	1,000	
5297-10-00	FIRE OPERATIONS EXPENDABLE SUPPLIES	FIREFIGHTING FOAM, SAW BLADES, HYDRANT REFLECTORS-RINGS	3,500	5,180
		HAZMAT SUPPLIES, TARPS, SHOP SUPPLIES, BATTERIES	1,000	
		INTERNATIONAL BUILDING, FIRE, & FUEL GAS CODE BOOKS (EVERY 3 YEARS)	680	
5296-10-00	CITY GRANT MATCH	MATCHING AFG GRANT (ONE TIME COST)	-	-
5291-10-00	GRANT FUNDED SUPPLIES	WILL ONLY EXPEND IF GRANT MONIES RECEIVED: FIREHOUSE SUBS GRANT	26,030	26,030
5403-10-00	BUILDING MAINTENANCE	FIRE STATION STRUCTURE REPAIR, A/C HEATER REPAIRS, ELECTRICAL REPAIRS, LIGHTS, PLUMBING	20,000	33,237
		PEST CONTROL (\$40 MONTHLY)	480	
		HVAC MAINTENANCE FEE (\$100 QTLY)	400	
		STATION EMERGENCY GENERATOR MAINTENANCE AGREEMENT (HOLT)	2,357	
		STATION ELECTRICAL UPGRADE (ONE TIME COST)	10,000	
5420-10-00	MACHINERY/TOOL MAINTENANCE	BAUER SCBA AIR COMPRESSOR SERVICE CONTRACT	1,500	18,189
		SCBA FLOW TEST, FIT TEST, CYLINDER HYDROSTRAT TESTING	2,000	
		4-GAS DETECTOR CALIBRATION AND REPAIRS	500	
		MINOR EQUIPMENT MAINTENANCE	1,500	
		PHYSIO CONTROL SERVICE CONTRACT (6039),	7,839	
		EKG MAINTENANCE AND REPAIRS (\$1800)		
		HYDRAULIC EXTRICATION TOOLS	1,350	
		LADDER TESTING AND REPAIRS	1,000	
		SCBA MAINTENANCE	2,500	
5430-10-00	MOTOR VEHICLE MAINTENANCE	AMBULANCE OR FIRE VEHICLE MECHANICAL, CHASIS, PUMP, WATER TANK, LADDERS, TIRES, WHEELS, BATTERIES, LUBRICATION, ELECTRONICS, LIGHTS, PUMP MAINTENANCE CONTRACTS	43,000	43,000
5440-10-00	OFFICE EQUIP/SOFTWARE MAINT	SAVIN MONTHLY MAINTENANCE (\$125.78/MO) + (\$103.81/MO) 50% SPLIT WITH PERMITS))	2,755	5,665
		OSSI CAD ANNUAL MAINTENANCE	240	
		FIRE HOUSE SUPPORT - \$970, FIRE HOUSE ADDITIONAL USER UPDATE/SUPPORT RENEWAL - 2 @ \$185, FIRE HOUSE MODULE UPDATE/SUPPORT RENEWAL- \$185, FIRE HOUSE ADDITIONAL USER UPDATE/SUPPORT PER MODULE 2 @ \$60, FIRE HOUSE CAD INTERFACE UPDATE/SUPPORT - \$725, FIRE HO	2,670	
5460-10-00	RADIO MAINTENANCE	REPAIR CONTACT W/DFW COMM (\$34/MO FOR 18 RADIOS) 800 MHZ RADIO CONTRACT W/CITY OF FORT WORTH	7,344	9,344
		RADIO MAINTENANCE (REPAIRS, BATTERIES, DISPOSIBLE ITEMS)	2,000	

**DEPARTMENT DETAIL: FIRE (CONT.)**

5510-10-00	ASSOC DUES/PUBLICATIONS	NCTTRAC, TDSHS, CLIA	250	8,025
		SERPA, SFFMA, NTFMMA	625	
		TCFP DEPARTMENT RENEWAL	1,500	
		EMS PROVIDER LICENSE RENEWAL (EVERY 2 YEARS)	690	
		PARAMEDIC RENEWALS, TCFP CERTIFICATIONS	600	
		NCTCOG EMERGENCY MANAGEMENT CONSORTIUM	2,000	
		TARRANT COUNTY HAZ MAP (ANNUAL)	2,200	
		FIRE HOUSE MAGAZINE, SAM'S CLUB (\$100)	160	
5525-10-00	TRAINING/SEMINARS	EMS CONFERENCE	1,500	18,000
		ACLS, PHTLS, PALS	1,000	
		CITY CPR TRAINING CARDS	800	
		CONTRACT FIREFIGHTER & PARAMEDIC	2,500	
		CONTINUING EDUCATION (TCC)		
		EMS CONTINUING EDUCATION (TARGET SOLUTIONS)	2,200	
		PARAMEDIC SCHOOL FOR NEW HIRES (BOOKS, LAB FEES, UNIFORMS)	5,000	
		NATIONAL FIRE ACADEMY	1,000	
		FIRE TRAINING - INSPECTOR/INVESTIGATOR, COMMISSION TEST FEES	4,000	
5530-10-00	ELECTRIC SERVICES	PROVIDED BY GEXA ENERGY	11,300	11,300
5535-10-00	GAS SERVICES	PROVIDED BY ATMOS ENERGY	1,900	1,900
5570-10-00	SPECIAL SERVICES	FIT FOR DUTY PHYSICAL ASSESSMENT 2020	3,000	51,456
		MEDICAL DIRECTOR CONTRACT: PROTOCOLS, CONTINUING EDUCATION, AND MEDICAL CONTROL	24,000	
		CABLE TV/INTERNET (\$88/MONTH)	1,056	
		AMBULANCE BILLING CONTRACT W/EMERGICON (11.5% CONTINGENCY FEE OF AMBULANCE REVENUE)	20,700	
		CRIMINAL CHECKS, POLY EXAMS (125X4), NEW HIRE PHYSICALS (300X4)	1,700	
		ON CALL MEDICAL WASTE SERVICE	1,000	
5575-10-00	EQUIPMENT RENTAL	SAVIN COPIER RENTAL -(\$194/MO) + (\$144.16/MO) 50% SPLIT WITH PERMITS )	4,058	4,058
5578-10-00	TRAVEL	HOTEL/FOOD/MILEAGE/AIRFARE TIED TO TRAINING	1,200	1,200
5585-10-00	TELEPHONE SERVICES	4 ATT WIRELESS AIR CARDS (\$60 BASE/MO, \$35 USAGE/MO), 2 IPADS (\$20 BASE/MO, \$1 USAGE/MO), 3 PHONES (\$130 BASE/MO, \$6 USAGE/MO)	3,024	3,024
5590-10-00	WATER/SEWER SERVICES	PROVIDED BY THE CITY/ARLINGTON/FORT WORTH	4,000	4,000
5705-10-00	TRANSFER OUT-CAP REPLACE FUND	AMBULANCE GRANT (ONE-TIME COST)	-	-
5870-10-00	OTHER EQUIPMENT	(6) SELF CONTAINED BREATHING APPARATUS	40,830	40,830
				<b>\$ 2,386,910</b>

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## BUDGET OVERVIEW: DEBT SERVICE FUND

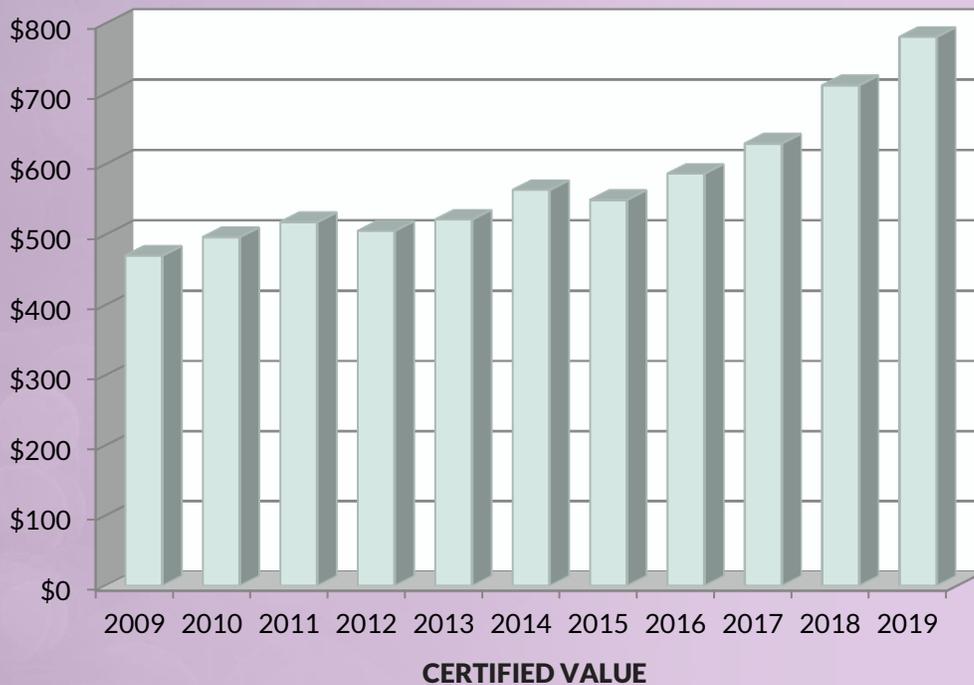
### REVENUES

Property Taxes are the main source of revenue for the Debt Service Fund. Money is also transferred in from the economic development corporation and the stormwater fund to cover corresponding indebtedness.

### PROPERTY TAXES

Property Values increased over 9% in Fiscal 2019-2020, largely due to the favorable location in the D/FW area and improvements through the community. Property Taxes make up 82.1% of the Debt Service Fund Budget revenues. Please see the tax summary information for more information on tax rates and property values.

The chart below shows the values and levy for the past five years:



### EXPENDITURES

All expenditures in the Debt Service Fund are associated with principal and interest payments and miscellaneous fees. See the debt summaries for more detailed information on each bond. The Bond Rating for the City of Kennedale is from Standard & Poor's (AA-).

## FUND BUDGET: DEBT SERVICE FUND

2-DEBT SERVICE FUND		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
I&S Tax Rate/\$100 Valuation		0.185789	0.198750	0.190495	0.190495	0.190537
Taxable Valuation		567,759,225	623,852,142	724,494,406	724,494,406	\$ 781,196,930
<b>REVENUES</b>						
		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
02-4001-00-00	Current Ad Valorem Taxes	1,107,869	1,280,309	1,348,670	1,344,010	1,473,585
02-4011-00-00	Delinquent Ad Valorem Taxes	8,782	21,243	7,000	7,530	7,000
02-4041-00-00	Penalties & Interest	7,080	27,485	7,000	6,540	7,000
02-4401-00-00	Interest Income	467	7,534	1,500	8,352	6,000
02-4960-00-00	Transfer In - Capital Projects Fund	76,001	83,000		106,379	104,768
02-4915-00-00	Transfer In - EDC Fund	154,819	152,588	154,825	154,825	151,900
02-4913-00-00	Transfer In - Capital Bond Fund	98,136	-			
<b>TOTAL REVENUES</b>		<b>1,453,154</b>	<b>1,572,159</b>	<b>1,518,995</b>	<b>1,627,636</b>	<b>\$ 1,750,253</b>
<b>EXPENDITURES</b>						
		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
02-5602-01-00	2007 GO Refunding Bonds Principal \$4.365M	182,163	149,892	197,600	197,600	203,775
02-5612-01-00	2007 GO Refunding Bonds Interest \$4.365M	50,439	81,531	35,424	38,028	27,457
02-5644-01-00	2007A CO Bonds Principal \$2.735M	165,000	170,000	373,000	175,000	185,000
02-5643-01-00	2007A CO Bonds Interest \$2.735M	57,100	50,400	43,500	43,500	36,300
02-5648-01-00	2008 CO Bonds Principal \$4.5M	225,000	169,454	-	-	-
02-5647-01-00	2008 CO Bonds Interest \$4.5M	15,638	70,834	-	-	-
02-5624-01-00	2010 CO Bonds Principal \$2.0M	85,000	85,000	90,000	90,000	-
02-5623-01-00	2010 CO Bonds Interest \$2.0M	69,819	67,588	64,825	64,825	-
02-5650-01-00	2011 CO Bonds Principal \$3.26M	215,000	225,000	115,000	115,000	120,000
02-5649-01-00	2011 CO Bonds Interest \$3.26M	80,688	74,625	69,525	69,525	66,000
02-5606-01-00	2016 GO Refunding Bonds Principal \$3.72M	95,000	90,000	340,000	340,000	260,000
02-5607-01-00	2016 GO Refunding Bonds Interest \$3.72M	60,189	64,082	60,234	60,234	39,291
02-5638-01-00	2018 Tax Notes Principal \$760K	-	-	-	185,000	240,000
02-5639-01-00	2018 Tax Notes Interest \$760K	-	-	-	12,006	11,195
02-5652-01-00	Radio Lease Principal \$125K	18,412	19,083	19,739	19,662	-
02-5651-01-00	Radio Lease Interest \$125K	2,002	1,331	675	688	-
02-5653-01-00	2019 Tax Notes Principal \$2.0M	-	-	-	-	60,000
02-5654-01-00	2019 Tax Notes Interest \$2.0M	-	-	-	-	32,469
02-5637-01-00	Governmental Capital Lease Principal \$367,218	93,120	88,167	88,291	91,380	94,826
02-5636-01-00	Governmental Capital Lease Interest \$367,218	5,016	9,968	9,981	6,756	3,447
02-5606-01-00	Dick Price Road Principal \$3.72M	-	-	-	-	90,000
02-5607-01-00	Dick Price Road Interest \$3.72M	-	-	-	-	14,767
02-5621-01-00	Paying Agent Fees	1,200	800	1,700	1,200	1,200
02-5622-01-00	Arbitrage/Disclosures	2,250	2,250	2,250	2,250	2,250
<b>TOTAL EXPENDITURES</b>		<b>1,423,035</b>	<b>1,420,004</b>	<b>1,511,744</b>	<b>1,512,654</b>	<b>\$ 1,487,977</b>
<b>NET CHANGE IN FUND BALANCE</b>		<b>30,119</b>	<b>152,155</b>	<b>7,251</b>	<b>114,982</b>	<b>\$ 262,276</b>
<b>RESTRICTED FUND BALANCE - OCTOBER 1</b>		<b>11,861</b>	<b>41,982</b>	<b>194,137</b>	<b>194,137</b>	<b>\$ 309,119</b>
<b>RESTRICTED FUND BALANCE - SEPTEMBER 30</b>		<b>41,982</b>	<b>194,137</b>	<b>201,388</b>	<b>309,119</b>	<b>\$ 571,395</b>

### Maturity Dates for Bonds

\*2007 GO Refunding Bonds-September 30, 2024

\*2007A CO Bonds-September 30, 2024

\*2010 CO Bonds-September 30, 2031

\*2016 GO Refunding Bonds-September 30, 2028

\*2018 Tax Notes-September 30, 2021

\*2019 Tax Notes-September 30, 2026

## DEBT SCHEDULES: DEBT SERVICE FUND

### FY 2019-2020 DEBT PAYMENT SCHEDULE

#### DEBT SERVICE FUND

	Interest	Principal
2007 GO Refunding Bonds	15,751	203,775
	11,706	
2007A CO Bonds	20,000	185,000
	16,300	
2011 CO Bonds	33,900	120,000
	32,100	
2016 GO Refunding Bonds	20,809	260,000
	18,482	
Governmental Capital Lease	3,447	94,826
2018 Tax Notes	11,195	240,000
2019 Tax Notes	32,469	60,000
Dick Price Road	7,787	90,000
<i>(a portion is paid from Capital Projects)</i>	6,981	
<b>INTEREST/PRINCIPAL TOTAL FOR DEBT SERVICE</b>	<b>230,925</b>	<b>\$1,253,601</b>
<b>TOTAL PAYMENTS FROM DEBT SERVICE 2019-2020</b>		<b>\$1,484,526</b>

#### WATER FUND

	Interest	Principal
2007 GO Refunding Bonds	9,757	126,225
	7,251	
2007 CO Bonds	29,725	155,000
	26,548	
<b>INTEREST/PRINCIPAL TOTALS FOR WATER DEBT</b>	<b>73,280</b>	<b>\$281,225</b>
<b>TOTAL PAYMENTS FROM WATER 2019-2020</b>		<b>\$354,505</b>

#### ECONOMIC DEVELOPMENT CORPORATION FUND

	Interest	Principal
2007 Sales Tax Revenue Bonds	23,283	65,000
	23,283	
2010 CO Bonds	30,950	90,000
	30,950	
<b>INTEREST/PRINCIPAL TOTALS FOR EDC DEBT</b>	<b>108,465</b>	<b>\$155,000</b>
<b>TOTAL PAYMENTS FROM EDC 2019-2020</b>		<b>\$263,465</b>

## BOND PURPOSES: DEBT SERVICE FUND

### BOND PURPOSES

<b>Series 2016 \$3,720,000 Bonds</b>	1) Refund outstanding 2005 and 2008 bonds
<b>Series 2010 \$2,000,000 Bonds</b>	<p>1) Construct improvement and extensions to the city's waterworks, sewer, and storm sewer systems</p> <p>2) Construct, improve and repair city streets, parking lots, and sidewalks, together with drainage improvements, utility line construction, relocation and replacement, utilities improvements, traffic and street signalization, landscaping and lighting improvements</p> <p>3) Relocate and restore Historic Section House (\$385,711.19)</p> <p>4) Provide local match for federal grant to make street, sidewalk, landscaping, intersection, and lighting improvements</p>
<b>Series 2011 \$3,260,000 Bonds</b>	<p>1) ROW, Construct Street, Curb, Sidewalk Improvements, together with utility relocation and drainage improvements</p> <p>2) Acquire and equip public safety vehicles including an ambulance and a fire truck (\$750,000)</p>
<b>Series 2008 \$4,500,000 Bonds</b>	1) ROW, Construct Street, Curb, Sidewalk Improvements, together with utility relocation and drainage improvements
<b>Series 2007A \$2,735,000 Bonds</b>	1) ROW, Construct Street, Curb, Sidewalk Improvements, together with utility relocation and drainage improvements
<b>Series 2007 \$4,365,000 Bonds</b> <i>Originally 1998 Bonds</i>	<p>1) Construction of a new municipal complex and the acquisition of land</p> <p>2) Improvements to streets in the City</p> <p>3) Improvements to the City's water system, including a new water well, new ground and elevated water storage facilities and water lines</p>
<b>Series 2007 \$2,900,000 Bonds</b>	1) Construct improvement and extensions to the city's waterworks, sewer, and storm sewer systems
<b>Series 2007 \$1,200,000 Bonds</b>	1) Provide funds for the purchase of land and related improvements in TownCenter district
<b>Series 2005 \$790,000 Bonds</b>	1) Construction of a new library and community center facility; acquisition of
<b>Series 2018 \$760,000 Tax Note</b>	1) Provide certain combined street and sidewalk projects
<b>Series 2019 \$2,000,000 Tax Note</b>	1) Provide funds for street and drainage projects, and facilities construction

## FUND OVERVIEW: CAPITAL REPLACEMENT FUND

### REVENUES

The Capital Replacement Fund is supported by oil and gas royalties and transfers from other funds. Assets within the Water/Sewer Fund are also included in the Capital Replacement Schedule, but charged directly to that Fund.

### EXPENDITURES

The City of Kennedale utilizes a replacement schedule for capital assets including vehicles, equipment, and computers. Items have projected replacement periods, which are adjusted as needed. The continued scheduled replacement of vehicles and equipment is included in the FY19-20 Budget. In December 2016, the City moved to a leasing strategy for the majority of vehicles, which should lead to long-term savings.

## FUND BUDGET: CAPITAL REPLACEMENT FUND

05: CAPITAL REPLACEMENT FUND						
REVENUES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
05-4401-00-00	INTEREST	788	4,509	550	5,675	2,000
05-4409-00-00	MISCELLANEOUS INCOME	24,769	20,689	20,000	18,000	39,674
05-4902-00-00	PROCEEDS-DEBT/LOAN/LEASE	331,865				
05-4906-00-00	TRANSFER IN GENERAL FUND	197,844	38,873	65,000	-	65,000
05-4917-00-00	TRANSFER IN STREET FUND	49,782	60,523	79,058	79,058	79,058
<b>TOTAL REVENUES</b>		<b>605,048</b>	<b>124,594</b>	<b>164,608</b>	<b>102,733</b>	<b>\$ 185,732</b>
EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
05-5601-01-00	ENTERPRISE LEASE POLICE	24,649	39,160	70,259	93,721	126,957
05-5602-01-00	ENTERPRISE LEASE STREETS	12,149	17,400	24,273	20,995	25,139
05-5603-01-00	ENTERPRISE LEASE SENIOR CENTER	7,451	11,055	11,441	10,780	10,780
05-5604-01-00	ENTERPRISE LEASE FIRE	-	980	15,593	4,820	13,530
05-5605-01-00	ENTERPRISE LEASE COM DEV	-	1,755	11,583	9,650	9,326
05-5606-01-00	LEASE PRINCIPAL	-	93,120	-	-	-
05-5607-01-00	ENTERPRISE LEASE WATER	-	1,505	-	-	-
05-5636-01-00	LEASE INTEREST	4,700	5,016	-	-	-
05-5861-01-00	MOTOR VEHICLES	449,355	34,406	54,785	17,158	-
05-5870-01-00	OTHER EQUIPMENT	30,036	74,759	47,300	5,007	-
<b>TOTAL FUND EXPENDITURES</b>		<b>528,339</b>	<b>279,156</b>	<b>235,234</b>	<b>162,131</b>	<b>\$ 185,732</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>		<b>76,708</b>	<b>(154,562)</b>	<b>(70,626)</b>	<b>(59,398)</b>	<b>(0)</b>
<b>NET CHANGE IN FUND BALANCE</b>		<b>76,708</b>	<b>(154,562)</b>	<b>(70,626)</b>	<b>(59,398)</b>	<b>(0)</b>
RESTRICTED FUND BALANCE, OCT 1		374,079	450,787	296,225	296,225	236,826
RESTRICTED FUND BALANCE, SEP 30		450,787	296,225	225,599	236,826	<b>\$ 236,826</b>



## FUND DETAIL: CAPITAL REPLACEMENT FUND

05: CAPITAL REPLACEMENT FUND			FY19-20	
01: VEHICLE/COMPUTER REPLACEMENT			APPROVED	
5601-01-00	ENTERPRISE LEASE POLICE	Ongoing Lease Payments for Motor Vehicles	126,957	126,957
5602-01-00	ENTERPRISE LEASE STREETS	Ongoing Lease Payments for Motor Vehicles	25,139	25,139
5603-01-00	ENTERPRISE LEASE SENIOR	Ongoing Lease Payments for Motor Vehicles	10,780	10,780
0604-01-00	ENTERPRISE LEASE FIRE	Ongoing Lease Payments for Motor Vehicles	13,530	13,530
0605-01-00	ENTERPRISE LEASE COMMDEV	Ongoing Lease Payments for Motor Vehicles	9,326	9,326
0606-01-00	ENTERPRISE LEASE WATER	Ongoing Lease Payments for Motor Vehicles	-	-
5861-01-00	MOTOR VEHICLE	REPLACE GENERAL FUND VEHICLES/EQUIPMENT PER REPLACEMENT SCHEDULE (PAY FROM FUND 5)	-	-
		REPLACE STREET FUND VEHICLES/EQUIPMENT PER REPLACEMENT SCHEDULE (PAY FROM FUND 5, THEN OFFSET BY TRANSFER IN FROM FUND 17)	-	-
		NOTE: DO NOT PAY WATER/SEWER OR STORMWATER VEHICLES/EQUIPMENT FROM THIS FUND (PAY FROM THOSE APPLICABLE FUNDS FOR ASSET TRACKING PURPOSES)	-	-
5870-01-00	OTHER EQUIPMENT	4 TERRABYTES BARRACUDE BACKUP DEVICE (\$17500 ONE TIME COST), MANDATED ANNUAL MAINTENANCE UPDATES/REPLACEMENT (\$4000), ANNUAL CLOUD HOSTING \$5000 (\$4200 HOSTING COST GOES AWAY AND NO LONGER BUDGETED UNDER GENERAL FUND DEPT 90)	-	-
		MS THREAT MANAGEMENT GATEWAY SOFTWARE (\$6000)/REFURBISHED PROXY SERVER (\$2500)	-	-
		OUTFIT CONFERENCE/JURY ROOM WITH MINI PC'S OR POTENTIAL WIRELESS VIDEO SETUP (\$1260 EACH) AND WIRELESS PRESENTER REMOTE CONTROLS W/LASER POINTER (\$55 EACH) TO TIE INTO TV SCREENS	-	-
		REPLACE GENERAL FUND COMPUTERS PER REPLACEMENT SCHEDULE (PAY FROM FUND 5)	-	-
		REPLACE STREET FUND COMPUTERS PER REPLACEMENT SCHEDULE (PAY FROM FUND 5, THEN OFFSET BY TRANSFER IN FROM FUND 17)	-	-
		NOTE: DO NOT PAY WATER/SEWER OR STORMWATER COMPUTERS FROM THIS FUND (PAY FROM THOSE APPLICABLE FUNDS FOR ASSET TRACKING PURPOSES)	-	-
<b>TOTAL EXPENDITURES</b>			<b>\$185,732</b>	

## FUND BUDGET: COURT SECURITY FUND

12-COURT SECURITY FUND						
REVENUES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
12-4250-00-00	SECURITY FEES	3,826	3,049	4,500	2,775	2,800
12-4401-00-00	INVESTMENT INCOME	54	170	30	285	200
<b>TOTAL REVENUES</b>		<b>3,880</b>	<b>3,219</b>	<b>4,530</b>	<b>3,060</b>	<b>\$ 3,000</b>
EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
12-5107-01-00	OVERTIME	-	-	700	-	-
<b>TOTAL FUND EXPENDITURES</b>		<b>-</b>	<b>-</b>	<b>700</b>	<b>-</b>	<b>\$ -</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>		<b>3,880</b>	<b>3,219</b>	<b>3,830</b>	<b>3,060</b>	<b>\$ 3,000</b>
OTHER FINANCING SOURCES (USES)						
TRANSFERS IN (OUT)		-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ -</b>
<b>NET CHANGE IN FUND BALANCE</b>		<b>3,880</b>	<b>3,219</b>	<b>3,830</b>	<b>3,060</b>	<b>3,000</b>
RESTRICTED FUND BALANCE, OCT 1		10,455	14,335	17,554	17,554	20,614
<b>RESTRICTED FUND BALANCE, SEP 30</b>		<b>14,335</b>	<b>17,554</b>	<b>21,384</b>	<b>20,614</b>	<b>\$ 23,614</b>

## FUND BUDGET: COURT TECHNOLOGY FUND

16: COURT TECHNOLOGY FUND						
REVENUES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
16-4251-00-00	TECHNOLOGY FEES	5,102	4,065	5,500	3,704	3,800
16-4401-00-00	INVESTMENT INCOME	18	45	16	155	120
<b>TOTAL REVENUES</b>		<b>5,119</b>	<b>4,109</b>	<b>5,516</b>	<b>3,859</b>	<b>3,920</b>
EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
16-5280-00-00	MINOR EQUIP/SMALL TOOLS	13,525	-	-	-	-
16-5440-00-00	OFFICE EQUIP/SOFTWARE MAINT.	-	-	1,750	1,095	875
<b>TOTAL FUND EXPENDITURES</b>		<b>13,525</b>	<b>-</b>	<b>1,750</b>	<b>1,095</b>	<b>875</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(8,405)</b>	<b>4,109</b>	<b>3,766</b>	<b>2,763</b>	<b>3,045</b>
OTHER FINANCING SOURCES (USES)						
TRANSFERS IN (OUT)		-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>		<b>(8,405)</b>	<b>4,109</b>	<b>3,766</b>	<b>2,763</b>	<b>3,045</b>
RESTRICTED FUND BALANCE, OCT 1		11,328	2,923	7,032	7,032	9,796
<b>RESTRICTED FUND BALANCE, SEP 30</b>		<b>2,923</b>	<b>7,032</b>	<b>10,798</b>	<b>9,796</b>	<b>\$ 12,841</b>

## FUND OVERVIEW: STREET IMPROVEMENT FUND

### FUND HEALTH

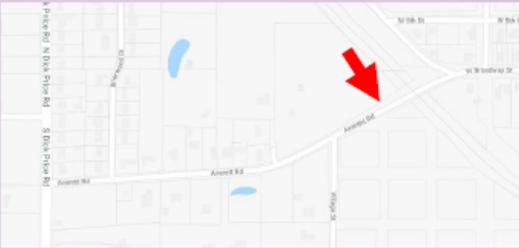
In FY 2017-2018, the franchise fee from the Water and Sewer Fund was reduced from 9% to 5% of revenue. Since this transfer was reduced, the fund has been imbalanced. There are not enough recurring revenues to fund the current level of service from the Fund. It is suggested that in FYE 2020, Council explore the implementation of a Street Maintenance Fee to improve street maintenance and balance the fund.

### REVENUES

The FY19-20 Street Improvement Fund Budget includes \$838,926 in revenues, which represents an increase of 4% from the prior year. This is primarily due to increase in the franchise fee from the general fund (from 5%) to 7%, which represents approximately \$77,000 in additional revenue.

The primary source of revenue for the Street Improvement Fund is franchise fees, which accounts for 96% of all revenue.

## TxDOT EMP: Averett Road and Valley Lane



Location of bridges on Averett Road (top) and Valley Lane (bottom) to be repaired.

### Purpose

Structural repairs to Bridges on Averett Road and Valley Lane to satisfy equal match funds from TxDOT for New Hope Road.

### Opinion of Probable Cost

Engineering	\$	EMP
Construction	\$	EMP
<b>Total</b>	<b>\$</b>	<b>214,946</b>

## FUND BUDGET: STREET IMPROVEMENT FUND

### STREET IMPROVEMENT FUND SUMMARY

REVENUES	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020	%
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED	CHANGE
FRANCHISE FEES TELEPHONE	40,718	51,293	40,000	36,992	36,622	-1.00%
FRANCHISE FEES GARBAGE	72,125	117,957	70,000	70,000	69,300	-1.00%
FRANCHISE FEES GAS	50,085	53,527	53,000	65,778	65,120	-1.00%
FRANCHISE FEES ELECTRICITY	302,084	294,967	295,000	318,771	315,583	-1.00%
FRANCHISE FEES CABLE	72,442	46,780	50,000	55,000	54,450	-1.00%
FRANCHISE FEES WATER SEW	421,097	213,244	189,869	189,869	267,106	40.68%
INVESTMENT INCOME	1,217	3,448	2,000	7,700	7,000	-9.09%
MISC. INCOME	53	2,604	-	1,340	-	-100.00%
ADMIN CHARGE - STRM WATER		17,534	19,995	19,995	19,995	0.00%
PARK PAVILION RENTAL	5,525	4,825	4,500	3,700	3,700	0.00%
BALLFIELD RENTAL	475	775	350	50	50	-1.00%
SALE OF PARTS/ASSETS	1,296		-		-	
TRANSFER IN PARK DEDICATION		80,000	35,000	35,000	-	-100.00%
TRANSFER IN TIF FUND	7,459	11,217	-		-	
TRANSFER IN DONATION FUND	25,296		-		-	
<b>Total Revenues</b>	<b>999,873</b>	<b>898,171</b>	<b>759,714</b>	<b>804,195</b>	<b>\$ 838,926</b>	<b>4.32%</b>
EXPENDITURES	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020	%
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED	CHANGE
Street Maintenance	721,538	630,950	740,910	692,656	850,176	22.74%
Park Maintenance	82,981	80,379	125,920	122,920	122,920	0.00%
Capital Projects	331,716	60,555	79,058	79,058	79,058	0.00%
<b>Total Expenditures</b>	<b>1,136,235</b>	<b>771,884</b>	<b>945,888</b>	<b>894,634</b>	<b>\$ 1,052,154</b>	<b>17.61%</b>
<b>Total Revenues Over (Under) Exp</b>	<b>(136,361)</b>	<b>126,287</b>	<b>(186,174)</b>	<b>(90,439)</b>	<b>\$ (213,227)</b>	<b>135.77%</b>
00-Other Funding Sources In (Out):						
<b>TOTAL Other In (Out)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ -</b>	
<b>NET CHANGE IN FUND BALANCE</b>	<b>(136,361)</b>	<b>126,287</b>	<b>(186,174)</b>	<b>(90,439)</b>	<b>(213,227)</b>	<b>135.77%</b>
BEGINNING FUND BALANCE - OCTOBER 1			436,091	436,091	345,652	-20.74%
ENDING FUND BALANCE - SEPTEMBER 30		436,091	249,917	345,652	132,425	-61.69%
UNASSIGNED FUND BALANCE - SEPTEMBER 30	-	436,091	249,917	345,652	132,425	-61.69%
AVERAGE DAILY EXPENDITURES			1,907	1,504	2,520	67.53%
NUMBER OF DAYS RESERVE			131	230	53	-77.13%
FUND BALANCE AS A % OF EXPENDITURES			26.4%	38.6%	12.6%	-67.42%

## FUND DETAIL: STREET IMPROVEMENT FUND

### 17-STREET IMPROVEMENT FUND

STREET MAINTENANCE EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
17-5101-12-02	SALARIES	237,911	241,162	247,346	291,097	328,185
17-5101-12-02	OVERTIME	13,578	14,675	14,000	15,070	10,000
17-5109-12-02	TEMPORARY / PART TIME	64,243	38,691	96,648	27,789	63,698
17-5113-12-02	INCENTIVE PAY	1,955	1,955	1,950	3,427	5,200
17-5114-12-02	LONGEVITY PAY	7,772	5,604	6,636	6,332	9,650
17-5115-12-02	RETIREMENT	44,522	42,125	52,172	52,264	58,654
17-5117-12-02	FICA	24,318	22,628	28,196	24,395	32,339
17-5118-12-02	MEDICAL INSURANCE	21,265	24,812	19,008	23,686	29,615
17-5120-12-02	LIFE INSURANCE	982	958	1,170	1,276	1,438
17-5121-12-02	DENTAL INSURANCE	1,651	1,446	1,440	1,382	1,728
17-5122-12-02	VISION INSURANCE	305	316	252	351	378
17-5210-12-02	CHEMICAL SUPPLIES	1,548	5,253	4,000	3,000	4,000
17-5220-12-02	UNIFORMS	4,331	4,347	4,500	4,500	4,500
17-5230-12-02	CLEANING SUPPLIES	897	1,157	700	700	700
17-5240-12-02	PRINTED SUPPLIES	231	-	250	250	250
17-5260-12-02	GENERAL OFFICE SUPPLIES	842	491	1,000	1,600	1,000
17-5280-12-02	MINOR EQUIP / SMALL TOOLS	7,991	6,094	7,000	7,129	7,000
17-5285-12-02	FUEL	15,076	15,115	16,000	13,000	16,000
17-5290-12-02	EXPENDABLE SUPPLIES	699	2,316	2,400	1,300	2,400
17-5403-12-02	BUILDING MAINTENANCE	13,599	3,648	7,835	7,835	10,015
17-5407-12-02	STREET MAINTENANCE	81,667	50,076	65,000	65,000	75,000
17-5409-12-02	IRRIGATION MAINTENANCE	2,926	1,465	-	2,000	-
17-5420-12-02	MACHINERY / TOOL MAINTENANCE	7,444	8,482	8,000	4,000	8,000
17-5430-12-02	MOTOR VEHICLE MAINT.	24,378	10,340	15,000	15,000	15,000
17-5440-12-02	OFFICE EQUIPMENT/SOFTWARE MAINT	-	-	-	186	-
17-5480-12-02	SIGNS/FENCE/SIDEWALK MAINT.	11,027	15,740	22,000	22,000	22,000
17-5510-12-02	ASSOC DUES / PUBLICATIONS	656	612	357	357	357
17-5525-12-02	TRAINING / SEMINARS	115	208	1,000	1,000	1,000
17-5530-12-02	ELECTRIC SERVICES	66,411	65,389	67,500	59,801	65,781
17-5535-12-02	GAS SERVICES	432	578	700	1,079	1,186
17-5570-12-02	SPECIAL SERVICES	5,123	1,737	5,800	5,800	5,000
17-5575-12-02	EQUIPMENT RENTAL	6,634	1,966	3,000	3,000	4,068
17-5578-12-02	TRAVEL	60	126	130	130	130
17-5580-12-02	ENGINEERING SERVICES	43,475	31,373	30,000	20,000	30,000
17-5585-12-02	TELEPHONE SERVICES	1,446	1,822	1,920	1,920	1,920
17-5591-12-02	TRASH/DISPOSAL/DUMP SERVICES	6,026	8,241	8,000	5,000	8,000
17-5701-12-02	TRANSFER OUT - GENERAL FUND	-	-	-	-	25,983
<b>TOTAL STREET MAINTENANCE EXPENDITURES</b>		<b>721,538</b>	<b>630,950</b>	<b>740,910</b>	<b>692,656</b>	<b>850,176</b>
PARK MAINTENANCE EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
17-5404-12-03	PARK MAINTENANCE	91	488	4,000	4,000	4,000
17-5405-12-03	TOWN CENTER PLAZA	14,443	20,054	34,000	34,000	34,000
17-5406-12-03	SONORA PARK	18,259	20,247	17,000	17,000	17,000
17-5408-12-03	OTHER PARKS/MISC.	86	510	6,420	6,420	6,420
17-5530-12-03	ELECTRIC SERVICES	9,490	8,890	13,000	10,000	10,000
17-5575-12-03	EQUIPMENT RENTAL	-	-	1,500	1,500	1,500
17-5590-12-03	WATER/SEWER SERVICES	40,611	30,190	50,000	50,000	50,000
<b>TOTAL PARK MAINTENANCE EXPENDITURES</b>		<b>82,981</b>	<b>80,379</b>	<b>125,920</b>	<b>122,920</b>	<b>122,920</b>
CAPITAL PROJECTS EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
17-5705-12-04	TRANSFER OUT-CAP REPLACE FUND	49,782	60,523	79,058	79,058	79,058
17-5800-12-04	LAND	242,433	-	-	-	-
17-5810-12-04	STREET PROJECTS	39,501	32	-	-	-
<b>TOTAL CAPITAL PROJECTS EXPENDITURES</b>		<b>331,716</b>	<b>60,555</b>	<b>79,058</b>	<b>79,058</b>	<b>79,058</b>
<b>TOTAL FUND EXPENDITURES</b>		<b>1,136,235</b>	<b>771,884</b>	<b>945,888</b>	<b>894,634</b>	<b>1,052,154</b>

## FUND BUDGET: JUVENILE CASE MANAGER (JCM) FUND

<b>18: JUVENILE CASE MANAGER FUND</b>					
<b>REVENUES</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>	<b>2019-2020</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>APPROVED</b>	<b>PROJECTED</b>	<b>APPROVED</b>
18-4250-00-00 JUVENILE CASE MANAGER FEES	7,210	5,698	7,200	5,257	5,500
18-4401-00-00 INVESTMENT INCOME	95	217	65	274	150
<b>TOTAL REVENUES</b>	<b>7,305</b>	<b>5,915</b>	<b>7,265</b>	<b>5,531</b>	<b>5,650</b>
<b>EXPENDITURES</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>	<b>2019-2020</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>APPROVED</b>	<b>PROJECTED</b>	<b>APPROVED</b>
18-5101-01-00 SALARIES	9,622	10,103	10,634	10,710	10,710
18-5107-01-00 OVERTIME	88	178	200	50	200
18-5115-01-00 RETIREMENT	1,403	1,434	1,534	1,514	1,534
18-5117-01-00 FICA	672	755	829	823	829
18-5525-01-00 TRAINING/SEMINARS	100	-	100	-	100
18-5578-01-00 TRAVEL	-	-	500	-	500
<b>TOTAL FUND EXPENDITURES</b>	<b>11,885</b>	<b>12,470</b>	<b>13,797</b>	<b>13,097</b>	<b>13,873</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(4,580)</b>	<b>(6,555)</b>	<b>(6,532)</b>	<b>(7,566)</b>	<b>(8,223)</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
TRANSFERS IN (OUT)	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>(4,580)</b>	<b>(6,555)</b>	<b>(6,532)</b>	<b>(7,566)</b>	<b>(8,223)</b>
RESTRICTED FUND BALANCE, OCT 1	24,780	20,200	13,645	13,645	6,079
RESTRICTED FUND BALANCE, SEP 30	20,200	13,645	7,113	6,079	(2,144)

## FUND DETAIL: JUVENILE CASE MANAGER (JCM) FUND

18: JUVENILE CASE MANAGER FUND				2019-2020 APPROVED	
4250-00-00	JUVENILE CASE MANAGER FEE BASED IN FEE OF \$5 BASED PER CITATION		5,500		5,500
4401-00-00	INVESTMENT INCOME	EARNING BASED UPON AVERAGE BALANCE/INTEREST RATES	150		150
<b>TOTAL REVENUES</b>				<b>\$</b>	<b>5,650</b>

18: JUVENILE CASE MANAGER FUND				2019-2020 APPROVED	
01: EXPENSES					
5101-01-00	SALARIES	DEPUTY COURT & JUVENILE CLERK (3 HRS PER PAY PERIOD)	10,710		10,710
5107-01-00	OVERTIME	REFER TO PERSONNEL SUMMARY OVERVIEW	200		200
5114-01-00	LONGEVITY PAY	PAID TO EMPLOYEES WITH A MINIMUM OF TWELVE MONTHS OF SERVICE PRIOR TO SEPTEMBER 30TH OF EACH YEAR. EMPLOYEES RECEIVE \$8, \$10 OR \$12 PER MONTH FOR EACH YEAR OF SERVICE COMPLETED WITH THE CITY.	-		-
5115-01-00	RETIREMENT	REQUIRED FOR ANYTHING OVER 1000 CALENDAR HOURS. PAID MONTHLY. BASED ON JAN-DEC CALENDAR YEAR. NEW RATE RECEIVED IN MAY OF CURRENT YEAR FOR JAN-DEC OF UPCOMING FISCAL YEAR. OCT-DEC OF NEW FISCAL YEAR BILLED AT OLD RATE. RATE RECEIVED IN MAY HAS A LAG OF	1,534		1,534
5117-01-00	FICA	BASED ON 6.20% SOCIAL SECURITY/1.45% FICA, TOTALING 7.65%. ASSESSED ON ANY FORM OF PAY/INCOME TO EMPLOYEE.	829		829
5118-01-00	MEDICAL INSURANCE	BASED ON MONTHLY PREMIUM	-		-
5120-01-00	LIFE INSURANCE	BASED ON LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT PREMIUM	-		-
5121-01-00	DENTAL INSURANCE	BASED ON MONTHLY PREMIUM	-		-
5122-01-00	VISION INSURANCE	BASED ON MONTHLY PREMIUM	-		-
5525-01-00	TRAINING/SEMINARS	JUVENILE CASE MANAGER ANNUAL REQUIRED TRAINING	100		100
5578-01-00	TRAVEL	JUVENILE CASE MANAGER HOTEL, MEALS	500		500
<b>TOTAL EXPENDITURES</b>				<b>\$</b>	<b>13,873</b>

## FUND BUDGET: PARKS AND RECREATION OTHER DONATION FUND

41-PARK REC OTHER DONATION FUND						
REVENUES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
41-4401-00-00	INVESTMENT INCOME	57	221	50	340	50
41-4805-00-00	RENTAL FEES	(180)	(1,010)	-	-	-
<b>TOTAL REVENUES</b>		<b>(123)</b>	<b>(789)</b>	<b>50</b>	<b>340</b>	<b>50</b>
EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
41-5717-00-00	TRANSFER OUT - STREETS FUND	25,296	-	-	-	-
<b>TOTAL FUND EXPENDITURES</b>		<b>25,296</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(25,419)</b>	<b>(789)</b>	<b>50</b>	<b>340</b>	<b>50</b>
OTHER FINANCING SOURCES (USES)						
TRANSFERS IN (OUT)		0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>		<b>(25,419)</b>	<b>(789)</b>	<b>50</b>	<b>340</b>	<b>50</b>
RESTRICTED FUND BALANCE, OCT 1		25,374	(45)	(834)	(834)	(494)
RESTRICTED FUND BALANCE, SEP 30		(45)	(834)	(784)	(494)	(\$444)

## FUND BUDGET: TREE REFORESTATION FUND

83: TREE REFORESTATION FUND						
REVENUES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
83-4401-00-00	INVESTMENT INCOME	284	771	300	1,476	500
<b>TOTAL REVENUES</b>		<b>284</b>	<b>771</b>	<b>300</b>	<b>1,476</b>	<b>500</b>
EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
<b>TOTAL FUND EXPENDITURES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>		<b>284</b>	<b>771</b>	<b>300</b>	<b>1,476</b>	<b>500</b>
OTHER FINANCING SOURCES (USES)						
TRANSFERS IN (OUT)		-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>		<b>284</b>	<b>771</b>	<b>300</b>	<b>1,476</b>	<b>500</b>
RESTRICTED FUND BALANCE, OCT 1		67,894	68,178	68,949	68,949	70,425
RESTRICTED FUND BALANCE, SEP 30		68,178	68,949	69,249	70,425	\$70,925

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**DEPARTMENT OUTLINE: WATER/SEWER FUND**

**REVENUES**

The 2019-2020 Water/Sewer Fund Budget includes \$4,028,331 in revenues, which is represents a 1% increase from prior year. The City has completed negotiations with the City of Arlington for Operations and Maintenance of Water and Sewer.

The primary source of revenue for the Water/Sewer Budget is charges for services, which accounts for 95% of all revenue.

## FUND SUMMARY: WATER/SEWER FUND

### WATER/SEWER FUND SUMMARY

REVENUES	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED	% CHANGE
Water Service	2,540,803	2,671,310	2,179,284	1,922,556	1,941,782	1.00%
Sewer Service	2,012,706	1,716,161	1,451,092	1,652,676	1,669,203	1.00%
Sewer Surcharge	10,842	15,002	9,600	11,859	11,978	1.00%
Penalties	65,296	62,536	66,000	50,369	50,873	1.00%
Administrative Fees	18,040	17,608	15,000	15,000	15,150	1.00%
Water Tap Fees	9,822	-	10,000	5,000	5,050	1.00%
Meter Purchase / Install	36,524	56,281	20,000	11,815	11,933	1.00%
Sewer Tap Fees	4,760		10,000	5,000	5,050	1.00%
Engineer Review Fees	2,500	1,000	5,000	6,855	6,924	1.00%
Sanitation Billing Fees	15,877	23,920	14,400	16,632	16,798	1.00%
Other Fees - Water / Sewer	11,325	9,385	8,400	10,320	10,423	1.00%
Sales Tax	121	118	100	100	101	1.00%
Investment Income	2,034	14,284	1,000	37,440	37,814	1.00%
Miscellaneous Income	5,128	2,106	7,500	31,404	31,718	1.00%
Cash Over / Under	262	41	-	-	-	
Sale of Parts / Assets		1,006	1,000	1,000	1,010	1.00%
Transfer In - Water Impact Fund	154,415	153,573	152,525	152,525	152,525	0.00%
Transfer In - Sewer Impact Fund	60,000	60,000	60,000	60,000	60,000	0.00%
<b>Total Revenues</b>	<b>4,950,455</b>	<b>4,804,331</b>	<b>4,010,901</b>	<b>3,990,551</b>	<b>\$ 4,028,331</b>	<b>0.95%</b>
EXPENDITURES	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED	% CHANGE
Utility Billing	1,012,270	1,412,952	1,293,973	1,402,617	1,518,390	8.25%
Operations	1,205,970	1,324,783	1,576,197	1,263,885	1,385,155	9.60%
Debt Service	506,914	175,327	509,680	509,680	354,505	-30.45%
Capital Projects	196,862	15,519	654,796	504,332	415,000	-17.71%
Non-Departmental	1,638,393	1,441,811	624,875	618,097	677,889	9.67%
<b>Total Expenditures</b>	<b>4,560,409</b>	<b>4,370,392</b>	<b>4,659,521</b>	<b>4,298,611</b>	<b>\$ 4,350,939</b>	<b>1.22%</b>
<b>Total Revenues Over (Under) Excl</b>	<b>390,046</b>	<b>433,939</b>	<b>(648,620)</b>	<b>(308,060)</b>	<b>\$ (322,608)</b>	<b>4.72%</b>
00-Other Funding Sources In (Out):						
<b>TOTAL Other In (Out)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ -</b>	
<b>NET CHANGE IN FUND BALANCE</b>	<b>390,046</b>	<b>433,939</b>	<b>(648,620)</b>	<b>(308,060)</b>	<b>(322,608)</b>	<b>4.72%</b>
BEGINNING FUND BALANCE - OCTOBER 1		1,045,984	1,990,605	1,990,605	1,682,545	-15.48%
ENDING FUND BALANCE - SEPTEMBER 30	390,046	1,479,923	1,341,985	1,682,545	1,359,937	-19.17%
AVERAGE DAILY EXPENDITURES			1,777	844	884	4.72%
NUMBER OF DAYS RESERVE			755	1,994	1,539	-22.82%
FUND BALANCE AS A % OF EXPENDITURES			28.80%	39.14%	31.26%	-20.15%

## DEPARTMENT BUDGET: UTILITY BILLING

01-UTILITY BILLING	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
PERSONNEL	56,336	77,173	108,006	28,396	
OPERATIONS	955,934	1,335,779	1,185,967	1,374,221	1,518,390
<b>TOTAL UTILITY BILLING</b>	<b>1,012,270</b>	<b>1,412,952</b>	<b>1,293,973</b>	<b>1,402,617</b>	<b>\$ 1,518,390</b>

### PERSONNEL SUMMARY

FULL-TIME POSITIONS					
Utility Billing Administrator	1	1	1	1	0
PART TIME POSITIONS					
Administrative Assistant	0.5	0.5	0.5	0.5	0
<b>Total Positions</b>	<b>1.5</b>	<b>1.5</b>	<b>1.5</b>	<b>1.5</b>	<b>0</b>

PERSONNEL		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
10-5101-01-01	SALARIES	42,805	62,769	78,333	16,638	-
10-5109-01-01	TEMPORARY/PART-TIME				5,655	-
10-5114-01-01	LONGEVITY PAY			184		-
10-5115-01-01	RETIREMENT	6,188	5,825	11,114	3,118	-
10-5117-01-01	PAYROLL TAXES FICA	3,205	3,049	6,007	1,577	-
10-5118-01-01	MEDICAL INSURANCE	3,668	5,238	11,298	1,210	-
10-5120-01-01	LIFE INSURANCE	177	160	368	91	-
10-5121-01-01	DENTAL INSURANCE	240	270	576	84	-
10-5122-01-01	VISION INSURANCE	53	59	126	23	-
10-5190-01-01	VACATION/SICK/TERM/LEAVE		(197)			-
<b>TOTAL PERSONNEL</b>		<b>56,336</b>	<b>77,173</b>	<b>108,006</b>	<b>28,396</b>	<b>\$ -</b>

OPERATIONS		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
10-5240-01-01	PRINTED SUPPLIES	945.00	-	350	350	50
10-5260-01-01	GENERAL OFFICE SUPPLIES	399.00	229	400	-	-
10-5261-01-01	POSTAGE	99.00	114	200	7	-
10-5290-01-01	EXPENDABLE SUPPLIES	319.00	140	200	-	-
10-5440-01-01	OFFICE EQUIP/SOFTWARE	9,747.00	8,905	8,081	8,450	8,469
10-5510-01-01	ASSOCIATION DUES PUBLICATIONS	309.00	211	400	-	-
10-5525-01-01	TRAINING/SEMINARS		75	500	-	-
10-5570-01-01	SPECIAL SERVICES	201,070.00	174,519	223,656	202,565	318,664
10-5575-01-01	EQUIPMENT RENTAL	1,281.00	1,730	1,730	1,730	1,892
10-5578-01-01	TRAVEL	-	-	50	-	-
10-5591-01-01	TRASH/DISPOSAL/DUMP SERVICES	10,575.00	3,650	6,200	2,828	6,200
10-5592-01-01	INTERGOV-FORT WORTH SEWER	18,632.00	23,636	21,900	23,449	21,900
10-5594-01-01	INTERGOV-ARLINGTON SEWER	540,285.00	822,294	696,000	932,904	947,915
10-5597-01-01	INTERGOV-FORT WORTH WATER	172,273.00	300,276	226,300	201,938	113,300
10-5598-01-01	INTERGOV-ARLINGTON WATER					100,000
<b>TOTAL OPERATIONS</b>		<b>955,934</b>	<b>1,335,779</b>	<b>1,185,967</b>	<b>1,374,221</b>	<b>\$ 1,518,390</b>

<b>TOTAL UTILITY BILLING</b>	<b>1,012,270</b>	<b>1,412,952</b>	<b>1,293,973</b>	<b>1,402,617</b>	<b>\$ 1,518,390</b>
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## DEPARTMENT DETAIL: UTILITY BILLING

10: WATER/ SEWER FUND			2019-2020	
01: WATER/ SEWER			APPROVED	
01: UTILITY BILLING				
5101-01-01	SALARIES	REFER TO PERSONNEL SUMMARY OVERVIEW	-	-
5107-01-01	OVERTIME	ADDITIONAL PAY OVER 40 HOURS PER WEEK AT 1.5 FOR NON-EXEMPT EMPLOYEES.	-	-
5109-01-01	TEMPORARY/PART-TIME	REFER TO PERSONNEL SUMMARY OVERVIEW	-	-
5114-01-01	LONGEVITY PAY	PAID TO EMPLOYEES WITH A MINIMUM OF TWELVE MONTHS OF SERVICE PRIOR TO SEPTEMBER 30TH OF EACH YEAR. EMPLOYEES RECEIVE \$8, \$10 OR \$12 PER MONTH FOR EACH YEAR OF SERVICE COMPLETED WITH THE CITY.	-	-
5115-01-01	RETIREMENT	REQUIRED FOR ANYTHING OVER 1000 CALENDAR HOURS. PAID MONTHLY. BASED ON JAN-DEC CALENDAR YEAR. NEW RATE RECEIVED IN MAY OF CURRENT YEAR FOR JAN-DEC OF UPCOMING FISCAL YEAR. OCT-DEC OF NEW FISCAL YEAR BILLED AT OLD RATE. RATE RECEIVED IN MAY HAS A LAG OF ONE YEAR DUE TO ACTUARIAL STUDY (I.E., JAN 2008 RATE BASED ON DEC 2006 STUDY).	-	-
5117-01-01	FICA	BASED ON 6.20% SOCIAL SECURITY/1.45% FICA, TOTALING 7.65%, ASSESSED ON ANY FORM OF PAY/INCOME TO EMPLOYEE	-	-
5118-01-01	MEDICAL INSURANCE	BASED ON MONTHLY PREMIUM	-	-
5120-01-01	LIFE INSURANCE	BASED ON LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT PREMIUM	-	-
5121-01-01	DENTAL INSURANCE	BASED ON MONTHLY PREMIUM	-	-
5122-01-01	VISION INSURANCE	BASED ON MONTHLY PREMIUM	-	-
		CLOTHING FOR METER READER - JEANS, WATERPROOF ITEMS, BOOTS (\$375 MOVE TO WATER OPERATIONS)	-	-
		SHIRT FOR CLEAN-UP CAMPAIGN	-	-
5240-01-01	PRINTED SUPPLIES	SIGNS FOR CLEAN-UP CAMPAIGN UB INSERTS	50	50
5260-01-01	GENERAL OFFICE SUPPLIES	CALENDARS, PLANNERS, PENCILS, PAPER, PAPER CLIPS, ETC COPY PAPER	-	-
5261-01-01	POSTAGE	MAILING OF LETTERS AND CORRESPONDENCE	-	-
5280-01-01	MINOR EQUIP/ SMALL TOOLS <\$5K	REPLACEMENT OF COMPUTER RELATED EQUIPMENT (MINI MOBILE)	-	-
5285-01-01	FUEL		-	-
5290-01-01	EXPENDABLE SUPPLIES	EMPLOYEE WORKER'S FOOD FOR CLEANUP	-	-
5430-01-01	MOTOR VEHICLE MAINTENANCE		-	-
5440-01-01	OFFICE EQUIP/ SOFTWARE MAINT	STW - ANNUAL SUPPORT/LEASE FOR UTILITY BILLING (RENEWS ANNUALLY IN SEP, MUST SEND 30 DAY TERMINATION NOTICE TO CANCEL) STW - ANNUAL SUPPORT/LEASE FOR CASH RECEIPTS	2,565	8,469
		SAVIN MONTHLY MAINTENANCE - \$68/MTH (50% SPLIT WITH COURT) RECEIPT PRINTER ADCOMP - ANNUAL MAINTENANCE FEE FOR KIOSK	1,150 816 3,938	
5501-01-01	ADVERTISING	EMPLOYMENT ADVERTISEMENTS	-	-
5510-01-01	ASSOC DUES/PUBLICATIONS	NOTARY RENEWAL LICENSE \$100 (SARAH EXPIRES FY16/17 OR SEP 2017)	-	-

### DEPARTMENT DETAIL: UTILITY BILLING (CONT.)

5525-01-01	TRAINING/SEMINARS	FRED PRYOR, AWWA WEBINARS, ETC.		-
		TUITION REIMBURSEMENT		
5570-01-01	SPECIAL SERVICES	VALLEY COLLECTION SERVICE (\$250/MO)	3,000	318,664
		CLIENT ANALYSIS CHARGES FOR WELLS FARGO BANK ACCOUNT ACTIVITY (\$350/MTH, SHARED 50% BETWEEN GENERAL FUND & WATER/SEWER FUND, UTILITY BILLING) - MOVED TO NON-DEPARTMENTAL	-	
		GLOBAL CREDIT CARD FEES (\$4500 PER MONTH)	54,000	
		GLOBAL WATER FATHOM CIS MONTHLY CHARGES (\$3.69 PER ACCOUNT, 3100 ACCOUNTS, \$11,191 MONTHLY) Prorated for 1/4 of the year. Plus one-time buyout	254,317	
		CITY-WIDE PHYSICAL AUDIT OF METER, LIDS, BOXES, ETC. TO MAINTAIN INTEGRITY OF UTILITY BILLING SYSTEM	-	
		GLOBAL WATER FATHOM AMI MONTHLY CHARGES (\$.79 PER ACCOUNT, 3100 ACCOUNTS, \$2,387 MONTHLY)	7,347	
		CREDIT CARD: AUTHORIZE.NET ONLINE GATEWAY FEES FOR UTILITY BILLING (\$30 MONTHLY)	-	
		UB KIOSK CHARGES: VERIFONE (\$22 MONTHLY), ACHECK21 (\$15 MONTHLY STATEMENT + \$25 MONTHLY FEE + BASED ON # OF TRANSACTIONS) - MOVED TO NON-DEPARTMENTAL	-	
5575-01-01	EQUIPMENT RENTAL	SAVIN COPIER RENTAL - \$144.50/MONTH + YEARLY INSURANCE (50% SPLIT WITH COURT)	1,892	1,892
5578-01-01	TRAVEL	MILEAGE REIMBURSEMENT	-	-
5585-01-01	TELEPHONE SERVICES		-	-
5591-01-01	TRASH/DISPOSAL/DUMP SERVICE	TIRE DISPOSAL FROM BI-ANNUAL CLEANUP	600	6,200
		HAZARDOUS HOUSEHOLD DROP OFF (AVERAGE 3 PER MONTH)+ Clean Up Event	5,600	
5592-01-01	INTERGOV-FORT WORTH SEWER	CHARGES FOR WASTEWATER SERVICE PROVIDED BY FORT WORTH:		21,900
		VOLUME CHARGE	11,000	
		BOD CHARGE	5,000	
		TSS CHARGE	5,000	
		MONTHLY ADMINISTRATIVE CHARGE	900	
5594-01-01	INTERGOV-ARLINGTON SEWER	CHARGES FOR WASTEWATER SERVICE PROVIDED BY ARLINGTON:		947,915
		\$56,000 AVERAGE ANTICIPATED TRATE /MONTH	659,915	
		\$24,000 ANTICIPATED ARLINGTON RATE /MONTH	288,000	
5597-01-01	INTERGOV-FORT WORTH WATER	CHARGES FOR WHOLESALE WATER SERVICE PROVIDED BY CITY OF FORT WORTH:		113,300
		CONSUMPTION CHARGE	70,000	
		METER CHARGE	300	
		MAX/PEAK DAY CHARGE	27,500	
		MAX/PEAK HOUR CHARGE	15,500	
5598-01-01	INTERGOV- ARLINGTON WATER	PURCHASED WATER FROM ARLINGTON	100,000	100,000
5705-01-01	TRANSFER OUT-CAP REPLACEMENT	VEHICLES /EQUIPMENT	-	-
		COMPUTERS	-	-
5870-01-01	OTHER EQUIPMENT		-	-
<b>TOTAL EXPENDITURES</b>				<b>\$ 1,518,390</b>

## DEPARTMENT BUDGET: WATER INTERLOCAL CITY OF ARLINGTON

02-UTILITY OPERATIONS	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
PERSONNEL	624,990	643,615	642,508	279,303	21,059
OPERATIONS	580,980	681,168	933,689	984,582	1,364,096
<b>TOTAL UTILITY OPERATIONS</b>	<b>1,205,970</b>	<b>1,324,783</b>	<b>1,576,197</b>	<b>1,263,885</b>	<b>\$ 1,385,155</b>

### PERSONNEL SUMMARY

#### FULL-TIME POSITIONS

Administrative Assistant	1	1	1	1	0
Utilities Crew Chief	1	1	1	1	0
Backflow/CSI Inspector	1	1	1	1	0
Utilities Inspector	1	1	1	1	0
Utilities Operator	6	6	6	6	0
W/S Facilities Maintenance Manager	0	0	0	0	0.333
<b>Total Positions</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>0.333</b>

PERSONNEL		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
10-5101-01-02	SALARIES	391,790	389,070	443,437	173,091	15,282
10-5107-01-02	OVERTIME	23,419	22,304	25,000	9,190	-
10-5109-01-02	TEMPORARY/PART-TIME	35,327	41,066	-	26,010	-
10-5113-01-02	CERTIFICATION PAY	7,821	6,557	4,550	2,871	650
10-5114-01-02	LONGEVITY PAY	4,742	6,374	5,284	4,938	-
10-5115-01-02	RETIREMENT	66,259	68,720	67,699	30,531	2,211
10-5117-01-02	PAYROLL TAXES FICA	34,228	34,313	36,588	15,992	1,219
10-5118-01-02	MEDICAL INSURANCE	44,829	51,436	54,002	14,846	1,506
10-5120-01-02	LIFE INSURANCE	1,608	1,686	2,087	843	74
10-5121-01-02	DENTAL INSURANCE	2,883	2,685	3,168	768	96
10-5122-01-02	VISION INSURANCE	574	587	693	223	21
10-5190-01-02	VACATION/SICK/TERM/ LEAVE	11,510	18,817	-	-	-
<b>TOTAL PERSONNEL</b>		<b>624,990</b>	<b>643,615</b>	<b>642,508</b>	<b>279,303</b>	<b>\$ 21,059</b>

## DEPARTMENT BUDGET: WATER INTERLOCAL (CONT.)

OPERATIONS		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
10-5210-01-02	CHEMICAL SUPPLIES	18,981	24,927	28,000	9,171	-
10-5220-01-02	UNIFORMS	5,326	3,326	5,950	1,407	-
10-5230-01-02	CLEANING SUPPLIES	1,691	739	1,100	665	-
10-5240-01-02	PRINTED SUPPLIES	516	33	1,400	-	-
10-5260-01-02	GENERAL OFFICE SUPPLIES	727	1,185	825	574	-
10-5261-01-02	POSTAGE	62	65	200	45	-
10-5280-01-02	MINOR EQUIP SMALL TOOLS	7,086	7,997	13,300	653	-
10-5285-01-02	FUEL	12,279	12,541	12,750	5,820	-
10-5290-01-02	EXPENDABLE SUPPLIES	5,471	1,773	2,500	3,079	-
10-5403-01-02	BUILDING MAINTENANCE	13,561	3,439	17,215	7,200	15,015
10-5409-01-02	WASTEWATER SYSTEM MAINTENANCE	55,813	19,999	100,000	12,685	-
10-5410-01-02	WATER SYSTEM MAINTENANCE	45,797	107,627	76,000	10,350	-
10-5411-01-02	WATER STORAGE TANK MAINTENANCE	-	6,547	108,000	-	-
10-5412-01-02	METER/BOXES/HYDRANTS	30,436	136,503	40,056	8,206	-
10-5420-01-02	MACHINERY/TOOL MAINTENANCE	589	509	4,500	113	-
10-5430-01-02	MOTOR VEHICLE MAINTENANCE	19,693	16,411	16,500	17,446	-
10-5440-01-02	OFFICE EQUIP/SOFTWARE MAINT	1,534	1,564	3,224	1,000	1,386
10-5450-01-02	PUMP/MOTOR MAINTENANCE	10,542	40,603	36,000	-	-
10-5480-01-02	SIGNS/FENCE/SIDEWALK MAINTENANCE	383	4,130	12,700	-	-
10-5501-01-02	ADVERTISING	165	38	500	-	-
10-5510-01-02	ASSOC DUES/PUBLICATIONS	1,927	832	2,115	432	-
10-5525-01-02	TRAINING/SEMINARS	1,689	1,034	2,393	-	-
10-5530-01-02	ELECTRIC SERVICES	255,653	193,579	265,000	158,714	15,000
10-5535-01-02	GAS SERVICES	432	578	800	800	800
10-5570-01-02	SPECIAL SERVICES	23,683	36,692	20,542	31,319	-
10-5575-01-02	EQUIPMENT RENTAL	2,136	2,410	9,139	1,227	4,163
10-5578-01-02	TRAVEL	1	139	2,500	4	-
10-5580-01-02	ENGINEERING SERVICES	7,560	13,026	80,000	50,000	40,000
10-5585-01-02	TELEPHONE SERVICES	5,694	7,359	4,980	5,645	420
10-5590-01-02	WATER/SEWER SERVICES	3,272	3,753	4,500	3,027	4,500
10-5591-01-02	TRASH/DISPOSAL/DUMP SERVICES	299	425	6,000	-	-
10-5599-01-02	INTERGOV-ARLINGTON O&M				600,000	1,075,000
10-5593-01-02	INTERGOV-TARRANT COUNTY WATER	47,982	31,385	55,000	55,000	55,000
10-5653-01-02	2012 \$1.72M CO-INTEREST					44,142
10-5654-01-02	2012 \$1.72M CO-PRINCIPAL					108,670
<b>TOTAL OPERATIONS</b>		<b>580,980</b>	<b>681,168</b>	<b>933,689</b>	<b>984,582</b>	<b>\$ 1,364,096</b>
<b>TOTAL UTILITY OPERATIONS</b>		<b>1,205,970</b>	<b>1,324,783</b>	<b>1,576,197</b>	<b>1,263,885</b>	<b>\$ 1,385,155</b>

## DEPARTMENT DETAIL: WATER INTERLOCAL CITY OF ARLINGTON

10: WATER/SEWER FUND			2019-2020	
01: WATER/SEWER			APPROVED	
02: OPERATIONS				
5101-01-02	SALARIES	REFER TO PERSONNEL SUMMARY OVERVIEW	15,282	15,282
5107-01-02	OVERTIME	ADDITIONAL PAY OVER 40 HOURS PER WEEK AT 1.5 FOR NON-EXEMPT EMPLOYEES.	-	-
5109-01-02	TEMPORARY/PART-TIME	REFER TO PERSONNEL SUMMARY OVERVIEW	-	-
5113-01-02	CERTIFICATION PAY	REFER TO PERSONNEL SUMMARY OVERVIEW	650	650
5114-01-02	LONGEVITY PAY	PAID TO EMPLOYEES WITH A MINIMUM OF TWELVE MONTHS OF SERVICE PRIOR TO SEPTEMBER 30TH OF EACH YEAR. EMPLOYEES RECEIVE \$8, \$10 OR \$12 PER MONTH FOR EACH YEAR OF SERVICE COMPLETED WITH THE CITY.	-	-
5115-01-02	RETIREMENT	REQUIRED FOR ANYTHING OVER 1000 CALENDAR HOURS. PAID MONTHLY. BASED ON JAN-DEC CALENDAR YEAR. NEW RATE RECEIVED IN MAY OF CURRENT YEAR FOR JAN-DEC OF UPCOMING FISCAL YEAR. OCT-DEC OF NEW FISCAL YEAR BILLED AT OLD RATE. RATE RECEIVED IN MAY HAS A LAG OF ONE YEAR DUE TO ACTUARIAL STUDY (I.E., JAN 2008 RATE BASED ON DEC 2006 STUDY).	2,211	2,211
5117-01-02	FICA	BASED ON 6.20% SOCIAL SECURITY/1.45% FICA, TOTALING 7.65%, ASSESSED ON ANY FORM OF PAY/INCOME TO EMPLOYEE	1,219	1,219
5118-01-02	MEDICAL INSURANCE	BASED ON MONTHLY PREMIUM	1,506	1,506
5120-01-02	LIFE INSURANCE	BASED ON LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT PREMIUM	74	74
5121-01-02	DENTAL INSURANCE	BASED ON MONTHLY PREMIUM	96	96
5122-01-02	VISION INSURANCE	BASED ON MONTHLY PREMIUM	21	21
5190-01-02	VACATION/SICK/TERM/LEAVE ADJ	VACATION/SICK TIME PAYOUT	-	-
5210-01-02	CHEMICAL SUPPLIES	CHLORINE 150# BOTTLES PLUS RENTAL AND STORAGE		-
5220-01-02	UNIFORMS	TRUCK AND EQUIPMENT WASH LIQUID AMMONIUM SULFATE/CHLORAMINES WRANGLER JEANS FOR STAFF UNIFORM COMPANY (\$80 WK) WET & DRY SUITS (2 SUITS, \$600 EACH) POLO SUMMER SHIRTS (SHORT SLEEVES) T-SHIRTS, GLASSES AND VESTS HATS (\$10 EA.) STEEL TOE WORK BOOTS (\$150 EA)		-
5230-01-02	CLEANING SUPPLIES	APPLIES TO SHOP ONLY: BATHROOM & BUILDING CLEANING SUPPLIES		-
5240-01-02	PRINTED SUPPLIES	CCRS, INDUSTRIAL WASTE FORMS/LETTERS LIQUID WASTE HAULERS FORMS/LETTERS		-
5260-01-02	GENERAL OFFICE SUPPLIES	PENS, PAPER, PENCILS, ETC. SCADA PAPER		-
5261-01-02	POSTAGE	POSTAGE FOR CCRS AND LIQUID WASTE HAULERS		-
5280-01-02	MINOR EQUIP/SMALL TOOLS<\$5K	LIGHT BARS, TOOL BOXES, HEADACHE RACKS  ADMIN ASSISTANT DESK/CHAIR, CONFERENCE TABLE/CHAIRS 4 INCH TRASH PUMP AND ATTACHMENTS HAND TOOLS (SCREWDRIVERS, WRENCHES, PIPE WRENCHES, SOCKETS PNEUMATIC IMPACT TOOLS)		-
5285-01-02	FUEL	FUEL FOR GAS POWERED VEHICLES FUEL FOR DIESEL POWERED VEHICLES SMALL ENGINE VEHICLES (PUMPS, SAWS, ETC.)		-

**DEPARTMENT DETAIL: WATER INTERLOCAL (CONT.)**

5290-01-02	EXPENDABLE SUPPLIES	MARKING FLAGS/MARKING PAINT CHLORINE PILLOWS/LAS REAGENT LATEX GLOVES, BODY SUITS, SAFETY VESTS, & SAFETY GOGGLES		-
5403-01-02	BUILDING MAINTENANCE	ANNUAL REPAIRS TO BOOSTER ROOMS & CL2 BLDGS	5,000	15,015
		A/C HEATING REPAIRS FOR SERVICE CENTER & TRAILER (50% SHARED W/STREETS)	4,800	
		STANLEY SECURITY MONITORING / FIRE SERVICES / EXTINGUISHER INSPECTIONS (\$19.58 MO)	235	
		SHOP & TRAILER MAINTENANCE/REPAIRS (50% SHARED W/STREETS)	4,800	
		PEST CONTROL SERVICES (\$90 QTR, COST SHARED W/STREETS)	180	
		JANITORIAL SERVICE (\$250 MTH, 50% SHARED W/STREETS)	-	
5409-01-02	WASTEWATER SYSTEM MAINTENANCE	WASTEWATER LINE MAINTENANCE AND REPAIRS INCLUDING MANHOLE REPLACEMENTS, TAPPING MATERIALS, & CONTRACTOR SERVICES FOR REPAIRS THAT INCLUDES THE USE OF PUMP TRUCKS AND VIDEO INSPECTIONS		-
5410-01-02	WATER SYSTEM MAINTENANCE	WATER LINE MAINTENANCE AND REPAIRS INCLUDING VALVE REPLACEMENTS AND INSTALLATIONS, LINE TAPPING MATERIALS, CONTRACTOR SERVICES FOR REPAIRS THAT INCLUDES EMERGENCY REPAIRS \$1000 ANNUAL ESG MAINTENANCE FOR 10 YEARS BEGINNING FY11/12		-
5411-01-02	WATER STORAGE TANK MAINTENANCE	STORAGE TANK INSPECTIONS		-
5412-01-02	METER/BOXES/HYDRANTS	STORAGE TANK ENGINEERING ELECTRONIC METERS 3/4" (\$131.25 EACH) ELECTRONIC METERS 1" ELECTRONIC METERS 1.5" AND LARGER METER BOXES D1200 METER BOXES D2400 TRAFFIC RATED BOXES FIRE HYDRANT AND PARTS METER TRANSMITTER UNITS (\$77 EACH)		-
5420-01-02	MACHINERY/TOOL MAINTENANCE	SERVICE & PARTS FOR SMALL/NON-DRIVABLE EQUIPMENT		-
5430-01-02	MOTOR VEHICLE MAINTENANCE	MAINTENANCE OF WATER & SEWER VEHICLES, VAC- CON, BACKHOE, DUMP TRUCK & OTHER DRIVABLE EQUIPMENT		-
5440-01-02	OFFICE EQUIP/SOFTWARE MAINT	SAVIN MAINTENANCE (\$115.50/MO)	1,386	1,386
5450-01-02	PUMP MAINTENANCE	REPAIRS TO WATER WELLS, AND HIGH PRESSURE SERVICE PUMPS		-
5460-01-02	RADIO MAINTENANCE		-	-
5480-01-02	SIGNS/FENCE/SIDEWALK MAINT	TRAFFIC SIGNS/CONES  GENERAL FENCE REPLACEMENT AT WELL AND OTHER SITES TRAFFIC STAND FOR SIGNS		-
5501-01-02	ADVERTISING	EMPLOYMENT ADVERTISEMENTS (COORDINATED THROUGH HR)		-

## DEPARTMENT DETAIL: WATER INTERLOCAL (CONT.)

5510-01-02	ASSOC DUES/PUBLICATIONS	TCEQ WATER LICENSE RENEWALS		-
		AMERICAN WATER WORKS AMERICAN PUBLIC WORKS ASSOC NORTH TEXAS CHAPTER BACKFLOW ASSOCIATION AWWA ANNUAL MEMBERSHIP (1 MEMBERSHIP) TWUA ANNUAL MEMBERSHIP (12 MEMBERSHIPS)		
5525-01-02	TRAINING/SEMINARS	VARIOUS WATER & WASTEWATER TRAINING COURSES CLASS C WATER LICENSE (3 PEOPLE, \$111 EACH) TEX WATER CONFERENCE 2014 NORTH CENTRAL TEXAS WATER CONFERENCE GROUNDWATER PRODUCTION CLASS C LICENSE CLASS D WATER LICENSE (2 PEOPLE, \$130 EACH)		-
5530-01-02	ELECTRIC SERVICES	PROVIDED BY DIRECT ENERGY.	15,000	15,000
5535-01-02	GAS SERVICES	PROVIDED BY ATMOS ENERGY. THIS LINE APPLIES ONLY TO 1/2 OF SHOP. NO GAS TO TRAILER.	800	800
5570-01-02	SPECIAL SERVICES	WATER SAMPLING (BACTERIOLOGY TARRANT COUNTY HEALTH) INSPECTION SERVICE FOR DEVELOPMENT TCEQ WATER RENEWAL FEE VELOCITY METER STUDY STATE WATER SAMPLING INDEPENDENT SAMPLER HR RELATED COSTS, SUCH AS PRE-EMPLOYMENT PHYSICALS (\$160), DOT DRUG TEST PROGRAM (\$382) ANNUAL WATER/SEWER RATE STUDY WATER/SEWER/ROADWAY IMPACT FEE STUDY (EVERY 5 YEARS BEGINNING 2016)	- - - -	- - - -
5575-01-02	EQUIPMENT RENTAL	SAVIN COPIER RENTAL - (\$257.90 MO) + (\$89.00 MO)	4,163	4,163
		RENTAL OF VARIOUS EQUIPMENT (BACKHOE, TRENCHERS, PUMPS)		
5578-01-02	TRAVEL	VARIOUS TRAVEL FOR TRAINING & MEALS		-
5580-01-02	ENGINEERING SERVICES	ENGINEERING & MISCELLANEOUS (WATER/SEWER PLAN)	40,000	40,000
5585-01-02	TELEPHONE SERVICES	6 CELL PHONES (\$200 BASE/MO, \$20 USAGE/MO, 5 DATA CARDS (\$60 BASE/MO, \$45 USAGE/MO), 5 GALAXY TABLETS (\$50 BASE/MO, \$5 USAGE/MO) SCADA SYSTEM PHONE SERVICE FAX (\$35/MO)	- 420	420
5590-01-02	WATER/SEWER SERVICES	PROVIDED BY THE CITY/ARLINGTON/FORT WORTH	4,500	4,500
5591-01-02	TRASH/DISPOSAL/DUMP SERVICES	SPOIL TO IESI/WASTEWATER SLUDGE DISPOSAL TO COLD SPRINGS	-	-
	INTERGOV-ARLINGTON O&M	6 MONTHS AT \$1.2M ANNUAL, 6 MONTHS AT \$900K ANNUALLY	1,075,000	1,075,000
5593-01-02	INTERGOV-TARRANT COUNTY WATER	TARRANT COUNTY GROUND WATER CONSERVATION FEES (PAID UP FRONT IN FEB FOR ENTIRE YEAR TO RECOGNIZE A DISCOUNT, SETTLE UP COMPLETED AT END OF YEAR, RATE \$.125 PER 1000 GALLONS)	55,000	55,000
5563-01-02	2012 \$1.72M CO-INTEREST	DUE 12/01 (INCLUDES ORIGINAL ISSUANCE, PLUS CHANGE ORDER)	44,142	44,142
5564-01-02	2012 \$1.72M CO-PRINCIPAL	DUE 12/01 (INCLUDES ORIGINAL ISSUANCE, PLUS CHANGE ORDER)	108,670	108,670
<b>TOTAL EXPENDITURES</b>			<b>\$</b>	<b>1,385,155</b>

### DEPARTMENT BUDGET: WATER/SEWER FUND DEBT SERVICE

03-WATER DEBT SERVICE		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
10-5603-01-03	2007 \$4.365M GO RFND-PRINCIPAL	112,838	-	122,400	122,400	126,225
10-5613-01-03	2007 \$4.365M GO RFND-INTEREST	30,526	25,228	21,943	21,943	17,007
10-5625-01-03	ISSUANCE COSTS		31,850	-	-	-
10-5643-01-03	2007 \$2.9M CO-INTEREST	73,855	67,434	62,525	62,525	56,273
10-5644-01-03	2007 \$2.9M CO-PRINCIPAL	140,000	-	150,000	150,000	155,000
10-5653-01-03	2012 \$1.721M CO-INTEREST	54,056	46,630	48,181	52,988	-
10-5654-01-03	2012 \$1.72M CO-PRINCIPAL	95,639	4,185	104,631	99,824	-
<b>TOTAL DEBT SERVICE</b>		<b>506,914</b>	<b>175,327</b>	<b>509,680</b>	<b>509,680</b>	<b>\$ 354,505</b>

### DEPARTMENT DETAIL: WATER/SEWER FUND DEBT SERVICE

10: WATER/SEWER FUND				2019-2020
01: WATER/SEWER				APPROVED
03: DEBT SERVICE				
5603-01-03	2007 \$4.365M GO RFND-PRINCIPAL	DUE 02/15 (SPLIT 61.75% GENERAL FUND/38.25% WATER FUND)	126,225	126,225
5613-01-03	2007 \$4.365M GO RFND-INTEREST	DUE 02/15 (SPLIT 61.75% GENERAL FUND/38.25% WATER FUND)	9,757	17,007
		DUE 08/15 (SPLIT 61.75% GENERAL FUND/38.25% WATER FUND)	7,251	
5621-01-03	PAYING AGENT FEES	AGENT FEES TO HANDLE BOND AMORTIZATIONS		-
5625-01-03	ISSUANCE COSTS	FEES RELATED TO THE ACQUISITION OF NEW DEBT (BANK/BOND ATTORNEY/FINANCIAL ADVISOR)		-
5643-01-03	2007 \$2.9M CO-INTEREST	DUE 02/15 (REIMBURSE FROM WATER IMPACT FEE FUND)	29,725	56,273
		DUE 08/15 (REIMBURSE FROM WATER IMPACT FEE FUND)	26,548	
5644-01-03	2007 \$2.9M CO-PRINCIPAL	DUE 02/15 (REIMBURSE FROM WATER IMPACT FEE FUND)	155,000	155,000
5653-01-03	2012 \$1.721M CO-INTEREST	DUE 12/01 (INCLUDES ORIGINAL ISSUANCE, PLUS CHANGE ORDER)	-	-
5654-01-03	2012 \$1.721M CO-PRINCIPAL	DUE 12/01 (INCLUDES ORIGINAL ISSUANCE, PLUS CHANGE ORDER)	-	-
<b>TOTAL EXPENDITURES</b>				<b>\$ 354,505</b>

## DEPARTMENT BUDGET: WATER/SEWER CAPITAL PROJECTS

03-WATER CAPITAL PROJECTS		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
10-5833-01-04	CDBG SEWER PROJECT	21,285	8,630	200,000	200,000	-
10-5834-01-04	WATER LINE INSTALLATION	157,539	2,765		-	
10-5835-01-04	SEWER LINE INSTALLATION	15,079		415,000	300,000	415,000
10-5837-01-04	MOTOR VEHICLES			32,046	4,332	-
10-5838-01-04	OTHER EQUIPMENT	2,959	4,124	7,750	-	-
<b>TOTAL CAPITAL PROJECTS</b>		<b>196,862</b>	<b>15,519</b>	<b>654,796</b>	<b>504,332</b>	<b>\$ 415,000</b>

## DEPARTMENT DETAIL: WATER/SEWER CAPITAL PROJECTS

10: WATER/SEWER FUND			2019-2020
01: WATER/SEWER			APPROVED
04: CAPITAL PROJECTS			
5820-01-04	BUILDING IMPROVEMENTS	BUILDING REMODEL/SHOP/ADMIN BUILDING UPDATES TO EXISTING STRUCTURES, INSTALL SPRINKLER SYSTEMS, AND CLOTHES WASHING AREA PREPARATION.	-
5832-01-04	CDBG WATER PROJECT		-
5833-01-04	CDBG PROJECT		-
5834-01-04	WATER LINE INSTALLATION	ANNUAL PROJECT	-
5835-01-04	SEWER LINE INSTALLATION	CRESDALE SANITARY SEWER LINDA ROAD SANITARY SEWER CAPITAL PROJECTS SCHEDULE PROJECTS	115,000 300,000 415,000
5836-01-04	DEPRECIATION EXPENSE	PORTION OF ASSET VALUE REDUCED OVER TIME DUE GIVEN ENTERPRISE FUND, BASED ON HISTORIC VALUE	-
5837-01-04	MOTOR VEHICLES	REPLACE WATER FUND VEHICLES/EQUIPMENT PER REPLACEMENT SCHEDULE	-
5838-01-04	OTHER EQUIPMENT	REPLACE WATER FUND COMPUTERS PER REPLACEMENT SCHEDULE	-
<b>TOTAL EXPENDITURES</b>			<b>\$ 415,000</b>

**DEPARTMENT BUDGET: WATER/SEWER FUND NON-DEPARTMENTAL**

90-NON-DEPARTMENTAL		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
10-5115-90-00	RETIREMENT	14,992	(7,602)	-	-	-
10-5116-90-00	UNEMPLOYMENT INSURANCE	143	1,951	1,881	510	171
10-5119-90-00	WORKERS COMPENSATION	7,003	9,663	13,459	8,775	517
10-5123-90-00	HEALTH ADMIN FEES	6,061	4,493	9,530	8,694	-
10-5440-90-00	OFFICE EQUIP / SOFTWARE MAINT	3,032	3,114	2,952	2,015	-
10-5540-90-00	INSURANCE - AUTO	11,509	13,335	12,199	13,838	-
10-5545-90-00	INSURANCE PROPERTY	9,332	11,128	10,452	12,332	12,333
10-5550-90-00	INSURANCE GENERAL LIABILITY	4,704	4,507	6,021	4,465	5,419
10-5570-90-00	SPECIAL SERVICES	14,152	14,443	14,559	17,762	17,242
10-5585-90-00	TELEPHONE SERVICES	3,605	3,830	8,435	4,319	4,224
10-5595-90-00	ADMIN CHARGE - GENERAL FUND	327,520	361,228	355,518	355,518	370,877
10-5596-90-00	PAYMENT IN LIEU OF TAX STREET	421,097	213,244	189,869	189,869	267,106
10-5635-90-00	DEPRECIATION EXPENSE	766,171	795,912			
10-5700-90-00	BAD DEBT EXPENSE	49,073	12,564			
<b>TOTAL NON-DEPARTMENTAL</b>		<b>1,638,393</b>	<b>1,441,811</b>	<b>624,875</b>	<b>618,097</b>	<b>\$ 677,889</b>

## DEPARTMENT DETAIL: WATER/SEWER NON-DEPARTMENTAL

10: WATER/SEWER FUND 90: NON-DEPARTMENTAL 04: CAPITAL PROJECTS			2019-2020 APPROVED	
5116-90-00	UNEMPLOYMENT INSURANCE	PROVIDED BY TEXAS WORKFORCE COMMISSION. CITY PAYS 1% OF THE FIRST \$9,000 OF ALL CURRENT EMPLOYEE SALARIES. PAID QUARTERLY BASED ON # OF CLAIMS AND TURNOVER. BASED ON JAN-DEC CALENDAR YEAR. NEW RATE RECEIVED IN MAR OF NEW FISCAL YEAR. OCT-DEC BILLS AT OLD	171	171
5119-90-00	WORKERS' COMPENSATION	PROVIDED BY INTERGOVERNMENTAL RISK POOL. PAID UPFRONT IN OCT TO OBTAIN 3% DISCOUNT, UNLESS FUNDED QUARTERLY. BASED ON OCT-SEP OF CURRENT FISCAL YEAR. NEW RATE PROVIDED IN OCT OF NEW FISCAL YEAR AFTER TENTATIVE PAYROLL FIGURES PROVIDED. AUDIT COMPLETED IN	517	517
5123-90-00	HEALTH ADMIN FEES	TASC CHARGES PAID FOR ADMINISTRATION OF CAFETERIA/FLEX 125 SPENDING PROGRAM (SPLIT 50% WITH GENERAL FUND 90) COBRA CHARMERS NOTIFICATION LETTERS MAILED TO EMPLOYEES (SPLIT 50% WITH GENERAL FUND 90) HRA FUNDING FOR HEALTH INSURANCE H.S.A. EMPLOYEES (SPLIT 84% GENERAL FUND 90 AND 16% WATERFUND 90) BRINSON BENEFITS, CONSULT A DOC (ALL SPLIT 50% WITH GENERAL FUND DEPT 90)	-	-
5160-90-00	SALARY INCREASES	CONTINGENCY/BASED ON CITY MANAGER DISCRETION	-	-
5440-90-00	OFFICE EQUIP/SOFTWARE MAINT	MY GOV (REQUEST TRACKER MODULE \$380 MONTH, 2 USERS \$100 MONTH) SPLIT 50% WITH GENERAL FUND 90  ADP EZLABOR MANAGER SOFTWARE RENTAL SPLIT 50% WITH WATER DEPT 90 (MONTHLY \$286 SOFTWARE, \$17 ACCRUALS, \$57 CREDIT)	-	-
5540-90-00	INSURANCE-AUTO	PROVIDED BY TML INTERGOVERNMENTAL RISK POOL. AUTOMOBILE INSURANCE PREMIUMS FOR VEHICLES (USE 66% GENERAL FUND / 34% WATER FUND OF EXPENSE).	-	-
5545-90-00	INSURANCE-PROPERTY	PROVIDED BY TML INTERGOVERNMENTAL RISK POOL. PROPERTY INSURANCE PREMIUMS FOR PROPERTY (USE 66% GENERAL FUND / 34% WATER FUND OF EXPENSE).	12,333	12,333
5550-90-00	INSURANCE-GENERAL LIABILITY	PROVIDED BY TML INTERGOVERNMENTAL RISK POOL. PERSON/PROPERTY COVERAGE FOR VENDORS, CITIZENS, AND CUSTOMERS TO WHICH THE CITY CAUSES DAMAGE TO INCLUDE ERRORS & OMISSIONS, PUBLIC EMPLOYEE DISHONESTY, THEFT AND FRAUD (USE 66% GENERAL FUND / 34% WATER FUND OF EXPENSE).	5,419	5,419
5570-90-00	SPECIAL SERVICES	FIBER INTERNET SERVICE PROVIDED CHARTER COMMUNICATIONS THROUGHOUT THE ALL CITY FACILITIES (\$1506/MTH INTERNET PLUS \$270 DARK MASTER FIBER MAINTENANCE TOTAL \$1776, SHARED 50% BETWEEN GENERAL FUND & WATER/SEWER FUND, DEPT 90) CLIENT ANALYSIS CHARGES FOR WELLS FARGO BANK ACCOUNT ACTIVITY (\$860/MTH, SHARED 50% BETWEEN GENERAL FUND & WATER/SEWER FUND, UTILITY BILLING) UB : KIOSK (\$47.97 MONTHLY), CREDIT CARD MERCHANT FEES (\$69.80 MONTHLY)	10,656	17,242
5585-90-00	TELEPHONE SERVICES	MAINTENANCE/SUPPORT OF PHONE SYSTEM PROVIDED BY ACXENTIAL (\$603 PER MONTH, SHARED 50% BETWEEN GENERAL FUND AND WATER/SEWER FUND, DEPT 90)	-	-
5585-90-00	TELEPHONE SERVICES	DIGITAL PHONE SERVICE/LOCAL/METRO DISTANCE PROVIDED BY LOGIX (\$704 PER MONTH, SHARED 50% BETWEEN GENERAL FUND & WATER/SEWER FUND, DEPT 90) SMARTNET WARRANTY ON CISCO SWITCHES (\$1500)/FIREWALL(\$550), (SHARED 50% BETWEEN GENERAL FUND & WATER/SEWER FUND, DEPT 90)	4,224	4,224
5595-90-00	ADMIN CHARGE-GENERAL FUND	CHARGE FOR SERVICES PROVIDED BY GENERAL FUND RESOURCES (BASED ON EXPENDITURE ANALYSIS)	370,877	370,877
5596-90-00	FRANCHISE FEE-STREET FUND	ROW: FRANCHISE FEE/STREET REPAIR FOR WATER/SEWER DAMAGES. BASED ON 5% OF REVENUES LESS TRANSFERS/INTEREST.	267,106	267,106
5700-90-00	TRANSFER TO RESERVE BAD DEBT EXPENSE	ESTIMATE PORTION OF UTILITY BILLS THAT WILL BE UNCOLLECTABLE & WRITTEN OFF DESPITE DELINQUENT ACCOUNT COLLECTION EFFORTS	-	-
<b>TOTAL EXPENDITURES</b>			<b>\$ 677,889</b>	

## WATER DISTRIBUTION SUMMARY

SOURCE: 2015 ASSET MANAGEMENT PLAN | [WWW.CITYOFKENNEDALE.COM/GOVDOCS](http://WWW.CITYOFKENNEDALE.COM/GOVDOCS)

### WHAT DOES THE CITY OWN?

The City of Kennedale is responsible for the following water distribution system inventory which includes approximately 48 miles of water mains:

Asset Type	Asset Component	Quantity/Units
Water Distribution System	Water Pipe (1.5 inch)	3,644.62 ft
	Water Pipe (2 inch)	7,079.26 ft
	Water Pipe (6 inch)	73,576.03 ft
	Water Pipe (8 inch)	92,372.76 ft
	Water Pipe (10 inch)	7,301.84 ft
	Water Pipe (12 inch)	44,870.42 ft
	Water Pipe (16 inch)	26,532.19 ft
	Hydrants	487
	Equipment	6
	Facilities	27
	Vehicles	14

### WHAT IS THE VALUE OF THE WATER DISTRIBUTION SYSTEM?

The estimated replacement value of the water distribution system – in 2015 dollars – is approximately \$23.7 Million. The cost per household for the water distribution system is \$10,851 based on 2,184 households.

Asset Type	Asset Component	Quantity/Units	2015 Unit Replacement Cost	2015 Overall Replacement Cost*
Water Distribution System	Water Pipe (1.5 inch)	3,644.62 ft	User-Defined	\$153,075
	Water Pipe (2 inch)	7,079.26 ft	User-Defined	\$297,329
	Water Pipe (6 inch)	73,576.03 ft	User-Defined	\$3,090,196
	Water Pipe (8 inch)	92,372.76 ft	User-Defined	\$5,283,722
	Water Pipe (10 inch)	7,301.84 ft	User-Defined	\$522,082
	Water Pipe (12 inch)	44,870.42 ft	User-Defined	\$3,849,883
	Water Pipe (16 inch)	26,532.19 ft	User-Defined	\$3,035,280
	Hydrants	487	User-Defined	\$798,680
	Equipment	6	User-Defined	\$188,215
	Facilities	27	User-Defined	\$6,668,420
	Vehicles	14	User-Defined	\$133,583
				<b>\$24,020,465</b>



## DEPARTMENT OUTLINE: STORMWATER UTILITY

*The function of this department is to identify, prevent, and abate stormwater issues.*

### HIGHLIGHTS AND GOALS ACCOMPLISHED

- Became ISWM certified with North Central Texas Council of Governments at a Silver level.
- Submitted year four of the City's Stormwater Permit to TCEQ.

### SHORT-TERM GOALS

- Complete Stormwater/Drainage Master Plan (4.4, 6.0)
- Utilize the Stormwater Utility Fund to fund stormwater improvement projects (4.4)
- Utilize the Creek Geomorphology study to establish design and priority guidelines for erosion issues along creek banks within the city (4.4)
- Continue ditch cleaning program with Tarrant County (4.4, 6.0)

### LONG-TERM GOALS

- Develop tools and policies that reduce flood damage and flood risk to residents and buildings along Village Creek and its tributaries (4.2.2)

### STAFFING RESOURCES

- 0.666 FTE

## SUMMARY: STORMWATER UTILITY

07: STORMWATER UTILITY FUND	2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
	ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
<b>FUND REVENUES</b>					
Penalites	2,875	2,713	2,500	3,000	3,200
Grant Revenue	111,193				-
Drainage Fees	259,202	253,171	252,000	264,000	297,200
Investment Income	537	393	450	600	500
Miscellaneous Income	90,399				
<b>TOTAL REVENUES</b>	<b>464,206</b>	<b>256,278</b>	<b>254,950</b>	<b>267,600</b>	<b>\$ 300,900</b>
<b>FUND EXPENDITURES</b>					
Stormwater Utility	334,831	174,057	139,764	205,561	585,316
<b>TOTAL FUND EXPENDITURES</b>	<b>334,831</b>	<b>174,057</b>	<b>139,764</b>	<b>205,561</b>	<b>\$ 585,316</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>129,375</b>	<b>82,221</b>	<b>115,186</b>	<b>62,039</b>	<b>\$ (284,416)</b>
<b>OTHER FINANCING SOURCES (USES)</b>					
TRANSFERS IN (OUT)	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ -</b>
<b>NET CHANGE IN FUND BALANCE</b>	<b>129,375</b>	<b>82,221</b>	<b>115,186</b>	<b>62,039</b>	<b>(284,416)</b>
RESTRICTED FUND BALANCE, OCT 1	679,274	1,077,417	1,159,638	1,159,638	1,221,677
RESTRICTED FUND BALANCE, SEP 30	808,649	1,159,638	1,274,824	1,221,677	<b>\$ 937,261</b>

## DEPARTMENT BUDGET: STORMWATER UTILITY

07-STORMWATER		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
PERSONNEL		-	-	-	18,951	42,473
OPERATIONS		334,831	174,057	139,764	186,610	542,843
<b>TOTAL STORMWATER</b>		<b>334,831</b>	<b>174,057</b>	<b>139,764</b>	<b>205,561</b>	<b>\$ 585,316</b>
<b>PERSONNEL SUMMARY</b>						
<b>FULL-TIME POSITIONS</b>						
W/S FACILITIES MAINT MANAGER		0	0	0	0	0.66
Total Positions		0	0	0	0	0.66
<b>PERSONNEL</b>						
		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
07-5101-01-00	SALARIES				13,391	30,316
07-5113-01-00	INCENTIVE PAY				900	1,300
07-5114-01-00	LONGEVITY PAY					540
07-5115-01-00	RETIREMENT				1,909	4,462
07-5117-01-00	PAYROLL TAXES FICA				1,024	2,460
07-5118-01-00	MEDICAL INSURANCE				1,512	3,017
07-5120-01-00	LIFE INSURANCE				95	144
07-5121-01-00	DENTAL INSURANCE				98	192
07-5122-01-00	VISION INSURANCE				22	42
<b>TOTAL PERSONNEL</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>18,951</b>	<b>\$ 42,473</b>
<b>OPERATIONS</b>						
		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
07-5240-01-00	PRINTED SUPPLIES			250		250
07-5261-01-00	POSTAGE			50		50
07-5408-01-00	STORMWATER MAINTENANCE	877		20,000	11,187	20,000
07-5440-01-00	OFFICE EQUIP/SOFTWARE MAINT	1,853		1,855		1,855
07-5501-01-00	ADVERTISING	-	146	250	120	250
07-5510-01-00	ASSOCIATION DUES PUBLICATIONS	6,598	6,598	9,014	9,014	9,915
07-5525-01-00	TRAINING/SEMINARS	-		250	140	250
07-5565-01-00	LEGAL SERVICES	-		25,000	10,000	25,000
07-5570-01-00	SPECIAL SERVICES	-	164	6,000	6,000	6,000
07-5574-01-00	FILING FEES	100	100	100	100	100
07-5580-01-00	ENGINEERING SERVICES	47,483		22,000	45,000	22,000
07-5591-01-00	TRASH/DISPOSAL/DUMP SERVICES			5,000	2,000	5,000
07-5598-01-00	ADMIN CHARGE -STREET FUND		17,534	19,995	19,995	19,699
07-5700-01-00	BAD DEBT EXPENSE		969			
07-5800-01-00	LAND	26,370	23,542	30,000	35,061	30,000
07-5821-01-00	DRAINAGE IMPROVEMENTS	121,742	125,004		47,993	402,474
07-5801-01-00	GRANT EXPENDITURES	129,808				
<b>TOTAL OPERATIONS</b>		<b>334,831</b>	<b>174,057</b>	<b>139,764</b>	<b>186,610</b>	<b>\$ 542,843</b>
<b>TOTAL STORMWATER</b>		<b>334,831</b>	<b>174,057</b>	<b>139,764</b>	<b>205,561</b>	<b>\$ 585,316</b>

## DEPARTMENT DETAIL: STORMWATER UTILITY

07: STORMWATER UTILITY FUND				2019-2020 APPROVED
4040-00-00	PENALTIES	FEES PER ORDINANCE ON BALANCE OF DELINQUENT ACCOUNTS	3,200	3,200
4085-00-00	GRANT REVENUE	FEMA GRANT		-
4201-00-00	DRAINAGE FEES	MONTHLY UTILITY FEES ASSESSED ON PROPERTY AND ITS CORRESPONDING IMPERVIOUS COVERAGE	297,200	297,200
4401-00-00	INVESTMENT INCOME	EARNING BASED UPON AVERAGE BALANCE/INTEREST RATES	500	500
4409-00-00	MISCELLANEOUS INCOME	CORP OF ENGINEERS REFUND PURCHASE OF LAND	-	-
<b>TOTAL REVENUE</b>				<b>\$300,900</b>

07: STORMWATER UTILITY FUND 01: STORMWATER UTILITY FEE				2019-2020 APPROVED
5101-01-00	SALARIES	REFER TO PERSONNEL SUMMARY OVERVIEW	30,316	30,316
5107-01-02	OVERTIME	ADDITIONAL PAY OVER 40 HOURS PER WEEK AT 1.5 FOR NON-EXEMPT EMPLOYEES.	-	-
5109-01-00	TEMPORARY/PART-TIME	REFER TO PERSONNEL SUMMARY OVERVIEW	-	-
5113-01-02	CERTIFICATION PAY	REFER TO PERSONNEL SUMMARY OVERVIEW	1,300	1,300
5114-01-00	LONGEVITY PAY	PAID TO EMPLOYEES WITH A MINIMUM OF TWELVE MONTHS OF SERVICE PRIOR TO SEPTEMBER 30TH OF EACH YEAR. EMPLOYEES RECEIVE \$8, \$10 OR \$12 PER MONTH FOR EACH YEAR OF SERVICE COMPLETED WITH THE CITY.	540	540
5115-01-02	RETIREMENT	REQUIRED FOR ANYTHING OVER 1000 CALENDAR HOURS. PAID MONTHLY. BASED ON JAN-DEC CALENDAR YEAR. NEW RATE RECEIVED IN MAY OF CURRENT YEAR FOR JAN-DEC OF UPCOMING FISCAL YEAR. OCT-DEC OF NEW FISCAL YEAR BILLED AT OLD RATE. RATE RECEIVED IN MAY HAS A LAG OF	4,462	4,462
5117-01-00	FICA	BASED ON 6.20% SOCIAL SECURITY/1.45% FICA, TOTALING 7.65%, ASSESSED ON ANY FORM OF PAY/INCOME TO EMPLOYEE	2,460	2,460
5118-01-00	MEDICAL INSURANCE	BASED ON MONTHLY PREMIUM	3,017	3,017
5120-01-00	LIFE INSURANCE	BASED ON LIFE AND ACCIDENTAL DEATH & DISMEMBERMENT PREMIUM	144	144
5121-01-00	DENTAL INSURANCE	BASED ON MONTHLY PREMIUM	192	192
5122-01-00	VISION INSURANCE	BASED ON MONTHLY PREMIUM	42	42
5190-01-00	VACATION/SICK/TERM/LEAVE ADJ	VACATION/SICK TIME PAYOUT	-	-
5240-01-00	PRINTED SUPPLIES	STORM WATER PHAMPLETS TO FURTHER EDUCATE THE PUBLIC	250	250
5260-01-00	GENERAL OFFICE SUPPLIES	ITEMS RELATED TO STORM WATER PROGRAM	-	-
5261-01-00	POSTAGE	EXPENSE TO MAIL EDUCATION PHAMPLETS	50	50
5280-01-00	MINOR EQUIP/SMALL TOOLS<\$5K		-	-
5408-01-00	STORMWATER MAINTENANCE	ANNUAL CONTRACT WITH TARRANT COUNTY FOR DITCHCLEANING, CULVERT REPLACEMENT,DITCH BOTTOM RIP RAP REPLACEMENT AND OUTLET REPAIRS AS NEEDED AND SUPPLIES FOR STORM WATER MANAGEMENT	20,000	20,000

## DEPARTMENT DETAIL: STORMWATER UTILITY (CONT.)

5420-01-00	MACHINERY/TOOL MAINTENANCE		-	-
5440-01-00	OFFICE EQUIP/SOFTWARE MAINT	GIS AERIAL MAPPING	1,855	1,855
5501-01-00	ADVERTISING	EDUCATIONAL TIPS & OTHER RELATED ITEMS FOR PUBLIC NOTICES	250	250
5510-01-00	ASSOC DUES/PUBLICATIONS	ANNUAL MEMBERSHIP FOR URBANIZED PLANNING	2,415	9,915
		REGIONAL PUBLIC WORKS PROGRAM	4,835	
		ANNUAL COG MEMBERSHIP FOR STORMWATER PARTICIPATION	2,665	
5525-01-00	TRAINING/SEMINARS	STORM WATER CLASSES THROUGH THE NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS (NCTCOG)	250	250
5565-01-00	LEGAL SERVICES	REVIEW OF STORM WATER MATERIALS FOR PROGRAM	2,500	25,000
		ENVIRONMENTAL LEGAL	22,500	
5570-01-00	SPECIAL SERVICES	HALF OF GIS COST SHARE COMMUNITY DEVELOPMENT WITH SHIELD ENGINEERING	6,000	6,000
5574-01-00	FILING FEES	STORM WATER PERMIT FEE WITH TCEQ/STATE (\$100 ANNUALLY, \$100 EVERY 5 YEARS BEGINNING FY13/14)	100	100
5578-01-00	TRAVEL	MILEAGE ASSOCIATED W/NCTCOG TRAINING	-	-
5680-01-00	ENGINEERING SERVICES	HALFF ANNUAL STORM WATER REPORT FOR ANNUAL TCEQ PERMIT	7,000	22,000
		DRAINAGE REVIEW	10,000	
		ZONING/UTILITY MAPS	5,000	
5591-01-00	TRASH/DISPOSAL/DUMP SERVICES	HAZMAT CLEANUP FOR HOUSEHOLD HAZARDOUS WASTE	5,000	5,000
5598-01-00	ADMIN CHARGE-STREET FUND	CHARGE FOR SERVICES PROVIDED BY STREET FUND RESOURCES (EQUALS 10% TOTAL REVENUES EXCLUDING INTEREST/TRANSFERS)	19,699	19,699
5713-01-00	TRANSFER OUT-DEBT SERVICE FUND	REIMBURSE FOR DEBT PROJECT EXPENSE	-	-
5800-01-00	LAND	FLOOD PLAIN ACQUISITION BOWMAN SPRINGS FLOOD PLAIN ACQUISITION	30,000	30,000
5801-00-00	GRANT EXPENDITURES			-
5821-01-00	DRAINAGE IMPROVEMENTS	PER STORM WATER CAPITAL SCHEDULE	402,474	402,474
5870-01-00	OTHER EQUIPMENT	REPLACE EQUIPMENT PER REPLACEMENT SCHEDULE	-	-
<b>TOTAL EXPENDITURES</b>				<b>\$585,316</b>

# STORMWATER DRAINAGE SYSTEM

SOURCE: 2015 ASSET MANAGEMENT PLAN | WWW.CITYOFKENNEDALE.COM/GOVDOCS

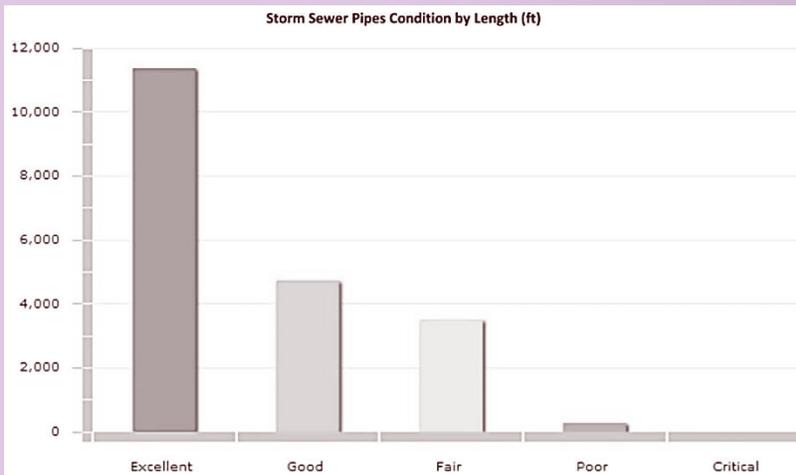
Asset Type	Asset Component	Quantity
Stormwater Drainage System	Stormwater Pipe (12-15 inch)	555 ft
	Stormwater Pipe (16-21 inch)	2,720 ft
	Stormwater Pipe (24 inch)	8,289 ft
	Stormwater Pipe (27 inch)	1,921 ft
	Stormwater Pipe (30 inch)	1,441 ft
	Stormwater Pipe (32-36 inch)	2,775 ft
	Stormwater Pipe (39-42 inch)	915 ft
	Stormwater Pipe (48-51 inch)	1,186 ft
	Stormwater Pipe (54 inch)	70 ft
	Culverts	22
	Ditch	36 miles
	Flume	200 ft
	Inlet	201

**WHAT DOES THE CITY OWN?**  
The inventory components of the stormwater drainage system are outlined in the table (at left). The entire system consists of approximately 3.7 miles of stormwater main.

Stormwater Drainage System Replacement Value				
Asset type	Asset component	Quantity/units	2015 Unit Replacement Cost	2015 Overall Replacement Cost
Stormwater Drainage System	Stormwater Pipe (12-15 inch)	555 ft	User-Defined	\$15,175
	Stormwater Pipe (16-21 inch)	2,720 ft	User-Defined	\$97,800
	Stormwater Pipe (24 inch)	8,289 ft	User-Defined	\$356,427
	Stormwater Pipe (27 inch)	1,921 ft	User-Defined	\$90,287
	Stormwater Pipe (30 inch)	1,441 ft	User-Defined	\$73,443
	Stormwater Pipe (32-36 inch)	2,775 ft	User-Defined	\$185,225
	Stormwater Pipe (39-42 inch)	915 ft	User-Defined	\$77,025
	Stormwater Pipe (48-51 inch)	1,186 ft	User-Defined	\$130,460
	Stormwater Pipe (54 inch)	70 ft	User-Defined	\$9,800
	Culverts	22	User-Defined	\$809,400
	Ditch	36 miles	User-Defined	\$270,000
	Flume	200 ft	User-Defined	\$48,000
	Inlet	201	User-Defined	\$1,206,000
				<b>\$3,369,082</b>

## WHAT IS THE VALUE OF THE STORMWATER DRAINAGE SYSTEM?

The estimated replacement value of the stormwater drainage system, in 2014 dollars, is approximately \$3.3 million. The cost per household for the stormwater drainage system is \$1,416 based on 2,380 households.



## WHAT IS THE CONDITION OF THE STORMWATER DRAINAGE SYSTEM?

Based on assessed condition ratings, 87% of the city's stormwater pipes and 100% of culverts are in good to excellent condition. As such, the city received a Condition vs. Performance rating of 'B'.

## FUND BUDGET: WATER IMPACT FEE FUND

61-WATER IMPACT FUND		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
REVENUES		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
61-4201-00-00	IMPACT FEES	151,601	163,427	120,000	32,496	33,146
61-4401-00-00	INVESTMENT INCOME	831	1,743	450	3,160	2,000
<b>TOTAL REVENUES</b>		<b>152,432</b>	<b>165,170</b>	<b>120,450</b>	<b>35,656</b>	<b>35,146</b>
EXPENDITURES		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
61-5710-00-00	TRANSFER OUT - W/S FUND	154,415	153,573	152,525	152,525	152,525
<b>TOTAL FUND EXPENDITURES</b>		<b>154,415</b>	<b>153,573</b>	<b>152,525</b>	<b>152,525</b>	<b>152,525</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(1,983)</b>	<b>11,597</b>	<b>(32,075)</b>	<b>(116,869)</b>	<b>(117,379)</b>
OTHER FINANCING SOURCES (USES)						
TRANSFERS IN (OUT)		0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>		<b>(1,983)</b>	<b>11,597</b>	<b>(32,075)</b>	<b>(116,869)</b>	<b>(117,379)</b>
RESTRICTED FUND BALANCE, OCT 1		119,580	117,596	129,193	129,193	12,325
RESTRICTED FUND BALANCE, SEP 30		117,596	129,193	97,118	12,325	<b>(\$105,054)</b>

## FUND DETAIL: WATER IMPACT FEE FUND

61: WATER IMPACT FUND		2019-2020
		APPROVED
4201-00-00	IMPACT FEES	33,146
BASED ON CURRENT IMPACT FEE STUDY: SIMPLE 3/4" METER (2007-2017): \$1,958.79 SIMPLE 1" METER (2007-2017): \$4,895.51 SIMPLE 3/4" METER (2002-2007): \$2.93		
4401-00-00	INVESTMENT INCOME	2,000
EARNING BASED UPON AVERAGE BALANCE/INTEREST RATES		2,000
<b>TOTAL REVENUES</b>		<b>\$ 35,146</b>

61: WATER IMPACT FUND		2019-2020
		APPROVED
5570-00-00	SPECIAL SERVICES	-
5710-00-00	TRANSER OUT-W/S FUND	152,525
MONIES TRANSFERRED TO ASSIST IN FUNDING PORTION OF \$2.9M 2007 CO BOND/16" WATER LINE PAYMENT (BASED ON IMPACT FEE REVENUE AND AVAILABLE FUND BALANCE)		152,525
5831-00-00	EKB ROAD 16' LINE ENGINEERING	-
5875-00-00	CONSTRUCTION	-
<b>TOTAL EXPENDITURES</b>		<b>\$ 152,525</b>

## FUND BUDGET: SEWER IMPACT FEE FUND

62- SEWER IMPACT FUND						
REVENUES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
62-4201-00-00	IMPACT FEES	41,245	91,992	32,314	14,903	15,201
62-4401-00-00	INVESTMENT INCOME	517	1,171	350	2,498	2,000
<b>TOTAL REVENUES</b>		<b>41,762</b>	<b>93,162</b>	<b>32,664</b>	<b>17,401</b>	<b>17,201</b>
EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
61-5710-00-00	TRANSFER OUT - W/S FUND	60,000	60,000	60,000	60,000	60,000
<b>TOTAL FUND EXPENDITURES</b>		<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(18,238)</b>	<b>33,162</b>	<b>(27,336)</b>	<b>(42,599)</b>	<b>(42,799)</b>
OTHER FINANCING SOURCES (USES)						
TRANSFERS IN (OUT)		-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>		<b>(18,238)</b>	<b>33,162</b>	<b>(27,336)</b>	<b>(42,599)</b>	<b>(42,799)</b>
RESTRICTED FUND BALANCE, OCT 1		104,864	86,627	119,789	119,789	77,190
RESTRICTED FUND BALANCE, SEP 30		86,627	119,789	92,453	77,190	<b>\$34,391</b>

## FUND DETAIL: SEWER IMPACT FEE FUND

62: SEWER IMPACT FUND				2019-2020
				APPROVED
4201-00-00	IMPACT FEES	BASED ON CURRENT IMPACT FEE STUDY: SIMPLE 3/4" METER (2007-2017): \$807.85 SIMPLE 1" METER (2007-2017): \$2,019.02 SIMPLE 3/4" METER (2002-2007): \$167.98	15,201	15,201
4401-00-00	INVESTMENT INCOME	EARNING BASED UPON AVERAGE BALANCE/INTEREST RATES	2,000	2,000
<b>TOTAL REVENUES</b>				<b>\$ 17,201</b>
62: SEWER IMPACT FUND				2019-2020
				APPROVED
5570-00-00	SPECIAL SERVICES		-	-
5710-00-00	TRANSER OUT-W/S FUND	MONIE STRANSFERRED TO ASS ST IN FUNDING PORTION OF \$2.9M 2007 CO BOND/ 16" WATER LINE PAYMENT (BASED ON IMPACT FEE REVENUE AND AVAILABLE FUND BALANCE)	60,000	60,000
<b>TOTAL EXPENDITURES</b>				<b>\$ 60,000</b>

## FUND OVERVIEW: EDC 4B FUND

## REVENUES

The 2019-2020 Economic Development Corporation 4B (EDC4B) includes \$700,728 in revenues which represents a \$23,427 increase from the prior year. The majority of the change comes from improved MMD Tax revenue.

The main sources of revenue in the EDC4B Fund are sales taxes and rental income, which accounts for 60% and 30.7%, respectively of all revenue.

## FUND BUDGET: EDC 4B

15: EDC4B FUND		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
REVENUES		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
15-4002-00-00	MMD-TAX CURRENT YEAR	2,360	-	35,000	-	35,000
15-4081-00-00	SALES TAX	361,319	447,132	384,598	410,401	410,401
15-4401-00-00	INVESTMENT INCOME	82	3,574	65	6,103	4,000
15-4409-00-00	MISCELLANEOUS INCOME	76,716	36,624	24,120	34,500	30,120
15-4415-00-00	INSURANCE REIMBURSEMENTS	-	14,898	-	-	-
15-4805-00-00	RENTAL FEES- SHOPPING CTR	81,710	105,856	185,223	226,297	221,207
15-4806-00-00	RENTAL INSURANCE	361	2,350	746	-	-
15-4886-00-00	SALE OF ASSETS	-	-	-	-	-
15-4902-00-00	PROCEEDS - DEBT/LOAN/LEASE	-	30,194	-	-	-
15-4971-00-00	INSURANCE PROCEEDS	170,017	-	-	-	-
15-4885-00-00	SALE OF ASSETS	-	349,179	-	-	-
<b>TOTAL REVENUES</b>		<b>692,566</b>	<b>989,808</b>	<b>629,752</b>	<b>677,301</b>	<b>700,728</b>

## FUND BUDGET: EDC 4B (CONT.)

EDC ADMINISTRATION EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
15-5240-01-00	PRINTED SUPPLIES	-	-	2,000	-	2,000
15-5260-01-00	GENEARL OFFICE SUPPLIES			50	-	50
15-5261-01-00	POSTAGE			50	-	50
15-5501-01-00	ADVERTISING	390	35	1,200	-	1,200
15-5510-01-00	ASSOC DUES/PUBLICATIONS	4,855	4,890	5,320	4,932	3,395
15-5525-01-00	TRAINING/SEMINARS	175		250	-	250
15-5556-01-00	LEGAL SERVICES	17,252	20,855	13,000	3,000	14,925
15-5567-01-00	AUDIT SERVICES	2,250	2,000	4,250	4,250	4,250
15-5570-01-00	SPECIAL SERVICES	81,145	13,774	250	593	975
15-5574-01-00	FILING FEES	40		-	-	-
15-5578-01-00	TRAVEL			100	-	100
15-5580-01-00	ENGINEERING SERVICES	2,127		-	-	-
15-5595-01-00	ADMIN CHARGE-GENERAL FUND	44,926	81,647	117,890	117,890	116,318
15-5615-01-00	FUNCTIONAL GRANT	17,137	19,380	24,000	24,750	25,864
15-5800-01-00	LAND	22,000	-	-	-	-
<b>TOTAL ADMINISTRATION EXPENDITURES</b>		<b>192,297</b>	<b>142,581</b>	<b>168,360</b>	<b>155,415</b>	<b>169,377</b>
EDC DEBT SERVICE EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
15-5643-01-03	2007 \$1.2M TAX BOND INTEREST	58,689	54,831	50,735	50,689	46,566
15-5644-01-03	2007 \$1.2M TAX BOND PRINCIPAL	55,000	60,000	60,000	60,000	65,000
15-5645-01-03	2011 \$1.7M TX LEVERAGE INT	15,879	17,926	12,834	13,503	18,122
15-5646-01-03	2011 \$17.M TX LEVERAGE PRIN	39,863	39,661	42,038	26,429	41,982
15-5702-01-03	TRANSFER OUT-DEBT SERV FUND	154,819	152,588	154,825	154,825	151,900
<b>TOTAL DEBT SERVICE EXPENDITURES</b>		<b>324,250</b>	<b>325,006</b>	<b>320,432</b>	<b>305,446</b>	<b>323,570</b>
TOWNCENTER SHOPPING EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
15-5403-02-00	BUILDING MAINTENANCE	44,464	237,161	29,920	50,674	54,951
15-5530-02-00	ELECTRIC SERVICES	5,924	8,002	6,700	4,922	5,700
15-5545-02-00	INSURANCE - PROPERTY	6,507	8,341	8,500	11,139	13,000
15-5570-02-00	SPECIAL SERVICES	18,312	24,691	6,000	6,000	6,000
<b>TOTAL TOWN SHOPPING CENTER EXPENDITURES</b>		<b>75,209</b>	<b>278,194</b>	<b>51,120</b>	<b>72,735</b>	<b>79,651</b>
TOWNCENTER REDEV. EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
15-5580-03-00	ENGINEERING SERVICES	2,573		-		
15-5847-03-00	CONSTRUCTION	10,080	237,866	-	5,738	-
<b>TOTAL TOWN CENTER REDEVELOPMENT EXPENDITURES</b>		<b>12,653</b>	<b>237,866</b>	<b>-</b>	<b>5,738</b>	<b>-</b>
<b>TOTAL FUND EXPENDITURES</b>		<b>604,408</b>	<b>983,646</b>	<b>539,912</b>	<b>539,334</b>	<b>572,598</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>		<b>88,158</b>	<b>6,162</b>	<b>89,840</b>	<b>137,967</b>	<b>128,130</b>
OTHER FINANCING SOURCES (USES)						
TRANSFERS IN (OUT)		-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>		<b>88,158</b>	<b>6,162</b>	<b>89,840</b>	<b>137,967</b>	<b>128,130</b>
RESTRICTED FUND BALANCE, OCT 1		73,859	162,017	168,179	168,179	306,146
RESTRICTED FUND BALANCE, SEP 30		162,017	168,179	258,019	306,146	434,276

**FUND DETAIL: EDC 4B**

15: EDC4B FUND			2019-2020
			APPROVED
4002-00-00	MMD TAX-CURRENT YEAR	BASED ON FY13/14 ASSESSED VALUE OF \$2,783,693 AND TOTAL TAX RATE OF 2.880965 PER \$100 (MINUS TRACT 1R FOR SURPLUS) CITY OF KENNEDALE: \$0.747500 KENNE DALE IS D: \$1.492068 TARRANT COUNTY: \$0.264000 TARRANT HOSPITAL: \$0.227897 TARRANT COLLEGE: \$0.149500	35,000 35,000
4081-00-00	SALES TAX	GENERALLY BUDGET BASED ON PRIOR 3 YEARS OF HISTORY	410,401 410,401
4401-00-00	INVESTMENT INCOME	EARNING BASED UPON AVERAGE BALANCE/INTEREST RATES	4,000 4,000
4409-00-00	MISCELLANEOUS INCOME	MONTHLY RENT FROM REDS ROADHOUSE (\$2500/MO - 1 YEAR LEASE EXTENSION) MONTHLY FEE FROM CHAMBER PER RENTAL AGREEMENT (\$10 MONTH) PLUS \$100 DEPOSIT	30,000 120 30,120
4411-00-00	TX LEVERAGE PROG REIMBU	PRINCIPAL & INTEREST PAYMENTS RECEIVED FROM GROVER TO REIMBURSE THE STATE EDC FOR \$1.7M LOAN	- -
4805-00-00	RENTAL FEES-SHOPPING CENTER	DOLLAR GENERAL (\$5577 until 2020; \$6864 until 2023)  V FIT 07/01/18 11/30/18 \$1,720.83 12/01/18 11/30/19 \$2,581.25 12/01/19 11/30/20 \$3,441.67 12/01/20 11/30/21 \$3,613.75 12/01/21 11/30/22 \$3,785.83  CITY ELECTRIC 05/01/18 10/31/18 \$2,573.67 11/01/18 10/31/19 \$2,941.33 11/01/19 10/31/20 \$3,309.00 11/01/20 10/31/21 \$3,676.67 11/01/21 04/30/23 \$4,044.33  IRON WHEEL ANTIQUES 10/01/18 06/30/19 \$4,509.75 07/01/18 06/30/20 \$5,154.00 07/01/20 06/30/21 \$5,798.25 07/01/21 06/30/22 \$6,442.50 07/01/22 09/30/23 \$7,086.75	78,507 39,579 39,340 63,781 221,207
4806-00-00	RENTAL INSURANCE		- -
<b>TOTAL REVENUES</b>			<b>\$ 700,728</b>

## FUND DETAIL: EDC 4B (CONT'D)

15: EDC4B FUND			2019-2020	
01: ADMINISTRATION			APPROVED	
5220-01-00	UNIFORMS	NEW SHIRTS FOR CONVENTIONS/MEETINGS	-	-
5240-01-00	PRINTED SUPPLIES	PRINTED MAPS OF ENTIRE CITY	2,000	2,000
		EDC COPIES/BROCHURES	-	-
		CITY MARKETING FLYERS/AERIAL PHOTOS	-	-
5260-01-00	GENERAL OFFICE SUPPLIES	FILES/FOLDERS/PAPER/PENCILS	50	50
5261-01-00	POSTAGE	FOR MAIL OUTS/MARKETING PACKAGES	50	50
5280-01-00	MINOR EQUIP/S SMALL TOOLS	ADDITIONAL EQUIPMENT ASSOCIATED WITH PRESENTATIONS/MARKETING	-	-
5290-01-00	EXPENDABLE SUPPLIES		-	-
5440-01-00	OFFICE EQUIP/SOFTWARE M		-	-
5501-01-00	ADVERTISING	PROMOTIONAL ADVERTISING, LEGAL NOTICES AND BUDGET HEARING AD (\$1200)	1,200	1,200
		OAK CREST LAND SIGN (\$1000)	-	-
5510-01-00	ASSOC DUES/PUBLICATIONS	TEXAS ECONOMIC DEVELOPMENT COMMISSION	200	3,395
		EDC (\$1925) CHAMBER MEMBERSHIP	1,925	-
		DALLAS CHAMBER (\$870) & TX MONTHLY ECONOMIC GUIDE AD (\$0), DALLAS CHAMBER MAP ADD (\$400)	1,270	-
5525-01-00	TRAINING/SEMINARS	EDC TRAINING THROUGH VARIOUS ASSOCIATIONS BY BOARD	250	250
5565-01-00	LEGAL SERVICES	BILLABLE HOURS FOR CITY ATTORNEY ON EDC RELATED PROJECTS (I.E., HOTEL, OTHER POTENTIAL OPPORTUNITIES)	14,925	14,925
5567-01-00	AUDIT SERVICES	INDEPENDENT ANNUAL AUDIT	4,250	4,250
5570-01-00	SPECIAL SERVICES	CONTRACT WITH MUNISERVICES FOR SALES TAX AUDIT SERVICES, 35% CONTINGENCY IF REALLOCATIONS ARE UNCOVERED DUE TO REPORTING ERRORS (APPLIES TO FIRST 8 CONSECUTIVE REPORTING QUARTERS FOLLOWING CORRECTION, SHARED 75% CITY/%25 EDC)	185	975
		CLIENT ANALYSIS CHARGES FOR WELLS FARGO BANK ACCOUNT ACTIVITY (\$45/MTH)	540	-
		DUE NORTH MEDIA	250	-
		SWEENEY HOUSE TEAR DOWN	-	-
5575-01-00	EQUIPMENT RENTAL		-	-
5578-01-00	TRAVEL	TRAVEL RELATED TO OTHER EDC TRAINING/SEMINARS BY STAFF/BOARD	100	100
5580-01-00	ENGINEERING	TIED TO POTENTIAL ACTIVITIES/PROJECTS (I.E., HOTEL, ETC.)	-	-
5585-01-00	TELEPHONE SERVICES		-	-
5595-01-00	ADMIN CHARGE-GENERAL FUND	CHARGE FOR SERVICES PROVIDED BY GENERAL FUND RESOURCES (BASED ON ACTUAL COSTS)	116,318	116,318
5610-01-00	VISUAL GRANT	MONTGOMERY MANUFACTURING GRANT	-	-
		NANCY'S LIQUOR GRANT	-	-
5615-01-00	FUNCTIONAL GRANT	H20 380 SALES TAX AGREEMENT	25,864	25,864
		WATSON GLASS 380 PROPERTY TAX AGREEMENT (MAY 2019)	-	-
		H&O DIE SUPPLY 380 PROPERTY TAX AGREEMENT (MAY 2019)	-	-
5701-01-00	TRANSFER OUT-GENERAL FUND		-	-
5800-01-00	LAND	LAND PURCHASE	-	-
5813-01-00	KENNEDALE ENTRANCE SIGN		-	-
5820-01-00	BUILDING IMPROVEMENT		-	-
5875-01-00	CONSTRUCTION		-	-
<b>TOTAL ADMINISTRATION EXPENDITURES</b>			<b>\$ 169,377</b>	

FUND DETAIL: EDC 4B (CONT'D)

15: EDC4B FUND				2019-2020
01: ADMINISTRATION				APPROVED
03: DEBT SERVICE				
5620-01-03	ISSUANCE COSTS	AGENT FEES TO HANDLE BOND AMORTIZATIONS	-	-
5621-01-03	PAYING AGENT FEES	FEES RELATED TO THE ACQUISITION OF NEW DEBT (BANK/BOND ATTORNEY/FINANCIAL ADVISOR). BANK IS PAYING AGENT IN PRIVATE PLACEMENT AND GENERALLY DOES NOT CHARGE.	-	-
5643-01-03	2007 \$1.2M TAX BOND-INTERE	DUE 11/01	23,283	46,566
		DUE 05/01	23,283	
5644-01-03	2007 \$1.2M TAX BOND-PRINCII	DUE 05/01	65,000	65,000
5645-01-03	2011 \$1.7M TX LEVERAGE-INT	DUE BY 1ST OF EACH MONTH (BEGINS 11/01/2011)	18,122	18,122
5646-01-03	2011 \$1.7M TX LEVERAGE-PR	DUE BY 1ST OF EACH MONTH (BEGINS 11/01/2011)	41,982	41,982
5702-01-03	TRANSFER OUT-DEBT SERVIC	DUE 11/01 INTEREST : 2010 \$2.0M CO BOND	30,950	151,900
		DUE 05/01 INTEREST : 2010 \$2.0M CO BOND	30,950	
		DUE 05/01 PRINCIPAL : 2010 \$2.0M CO BOND	90,000	

**TOTAL DEBT SERVICE EXPENDITURES \$ 323,570**

15: EDC4B FUND				2019-2020
02: TOWN SHOPPING CENTER				APPROVED
5280-02-00	MINOR EQUIP/S MALL TOOLS <\$5K		-	-
5403-02-00	BUILDING MAINTENANCE	WATER (\$589/MONTH)	7,068	54,951
		FIRE SPRINKLER-CAM (\$226/QUARTER)	904	
		ONE-TIME REPLACEMENTS	5,000	
		LANDSCAPE/MATERIALS-CAM (\$1300/MONTH)	15,600	
		MAINTENANCE-CAM (\$400/MONTH)	4,800	
		LOAN REPAYMENT FOR CE TI	21,579	
5501-02-00	ADVERTISING		-	-
5510-02-00	ASSOC DUES/PUBLICATIONS		-	-
5512-02-00	CONTRACTUAL SERVICES		-	-
5530-02-00	ELECTRIC SERVICES	ELECTRICITY-CAM	5,700	5,700
5545-02-00	INSURANCE-PROPERTY	COVERAGE THROUGH TEXAS MUNICIPAL LEAGUE (CHICKEN EXPRESS/DOLLAR GENERAL BUILDING ON TML SCHEDULE, ALL OTHER BUILDINGS CARRIED ON CYPRESS INSURANCE)	13,000	13,000
5570-02-00	SPECIAL SERVICES	PROPERTY/ASSET MANAGEMENT (\$500 PER MONTH)	6,000	6,000

**TOTAL TOWN SHOPPING CENTER EXPENDITURES \$ 79,651**

15: EDC4B FUND				2019-2020
03: TOWN CENTER REDEVELOPMENT				APPROVED
5570-03-00	SPECIAL SERVICES		-	-
5579-03-00	ARCHITECT/DESIGN SERVICES		-	-
5580-03-00	ENGINEERING SERVICES	PARKING LOT MODIFICATION	-	-
5847-03-00	CONSTRUCTION	CHICKEN EXPRESS BUILDING HEALTH INSPECTIONS/ASBESTOS SURVEY	-	-
		DUE 05/01	-	-
		CHICKEN EXPRESS PARKING LOT MODIFICATION	-	-
		POTENTIAL ACTIVITIES/PROJECTS	-	-

**TOTAL TOWN CENTER REDEVELOPMENT EXPENDITURES \$ -**

15: EDC4B FUND				2019-2020
04: TEXAS LEVERAGE PROGRAM				APPROVED
558-04-00	ENGINEERING SERVICES		-	-
5615-04-00	FUNCTIONAL GRANT		-	-
5620-04-00	ISSUANCE COSTS	AGENT FEES TO HANDLE BOND AMORTIZATIONS	-	-
5800-00-00	LAND		-	-
5847-04-00	CONSTRUCTION	DUE 05/01	-	-
		OAK CREST DEVELOPMENT & EAST CORNER INCENTIVES	-	-

**TOTAL FUND EXPENDITURES \$ 572,598**

## FUND BUDGET: EDC 4B CAPITAL BOND FUND

19: EDC4B CAPITAL BOND FUND						
REVENUES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
19-4401-00-00	INVESTMENT INCOME	205	460	-	-	-
<b>TOTAL REVENUES</b>		205	460	-	-	-
EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
19-5702-01-00	TRANSFER OUT DEBT SERVICE	-	30,194	-	-	-
<b>TOTAL EXPENDITURES</b>		-	30,194	-	-	-
<b>REVENUES OVER (UNDER) EXPENDITURES</b>		205	(29,735)	-	-	-
OTHER FINANCING SOURCES (USES)						
TRANSFERS IN (OUT)		-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>		-	-	-	-	-
<b>NET CHANGE IN FUND BALANCE</b>		205	(29,735)	-	-	-
RESTRICTED FUND BALANCE, OCT 1		29,529	29,735	-	-	-
RESTRICTED FUND BALANCE, SEP 30		29,735	-	-	-	-

## FUND DETAIL: EDC 4B CAPITAL BOND FUND

19: EDC4B CAPITAL BOND FUND				2019-2020
				APPROVED
4401-00-00	INVESTMENT INCOME	EARNING BASED UPON AVERAGE BALANCE/INTEREST RATES		-
<b>TOTAL REVENUES</b>				<b>\$ -</b>

# TOWN CENTER PROJECT (CURRENT AND PROPOSED)



Building 1	Suite 100   20,000 sf Suite 160   8,000 sf	Building 5	Suite 512   972 sf Suite 508   1,441 sf Suite 516   1,000 sf
Building 2	9,945 sf (Proposed)	Building 6	6,600 sf (Proposed)
Building 3	11,220 sf (Proposed)	Building 7	Under Construction   Fully Leased
Building 4	4,500 sf (Proposed)		

- Restaurant and retail spaces available from 972 SF to 11,220 sf
- 4,500 sf stand-alone restaurant build-to-suit facility available

## FUND BUDGET: EDC 4B BOND RESERVE FUND

95: EDC43 BOND RESERVE FUND					
REVENUES	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
95-4401-00-00 INVESTMENT INCOME	502	1,365	-	2,587	2,000
<b>TOTAL REVENUES</b>	<b>502</b>	<b>1,365</b>	<b>-</b>	<b>2,587</b>	<b>2,000</b>
-					
EXPENDITURES	2016-2017 ACTUAL	2017-2018 ACTUAL	2018-2019 APPROVED	2018-2019 PROJECTED	2019-2020 APPROVED
<b>TOTAL FUND EXPENDITURES</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
-					
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>502</b>	<b>1,365</b>	<b>-</b>	<b>2,587</b>	<b>2,000</b>
-					
OTHER FINANCING SOURCES (USES)					
TRANSFERS IN (OUT)	-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
-					
<b>NET CHANGE IN FUND BALANCE</b>	<b>502</b>	<b>1,365</b>	<b>-</b>	<b>2,587</b>	<b>2,000</b>
RESTRICTED FUND BALANCE, OCT 1	120,132	120,634	121,999	121,999	124,586
RESTRICTED FUND BALANCE, SEP 30	120,634	121,999	121,999	124,586	126,586

## FUND DETAIL: EDC 4B BOND RESERVE FUND

95: EDC4B RESERVE FUND			2019-2020 APPROVED
4401-00-00 INVESTMENT INCOME	EARNING BASED UPON AVERAGE BALANCE/INTEREST RATES		2,000
4915-00-00 TRANSFER IN-EDC4B	PER BOND COVENANTS, WE ARE REQUIRED TO ESTABLISH THIS FUND AND DEPOSIT INTO IT A SPECIFIC AMOUNT OF RESERVES. THESE RESERVES ARE TO BE USED SOLELY FOR THE PURPOSE OF RETIRING THE LAST OF ANY PARITY BONDS AS THEY BECOME DUE OR PAYING OFF ANY PRINCIPAL/INTE		-
<b>TOTAL REVENUES</b>			<b>\$ 2,000</b>

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## FUND BUDGET: CAPITAL PROJECTS FUND

04: CAPITAL PROJECTS FUND						
REVENUES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
04-4401-00-00	INTEREST	322	669	250	800	250
04-4409-00-00	MISCELLANEOUS INCOME	80,585	50,564	78,000	-	-
04-4421-00-00	LANDFILL REVENUE-WASTE CONNECTIONS				70,000	70,000
<b>TOTAL FUND REVENUES</b>		<b>80,907</b>	<b>51,233</b>	<b>78,250</b>	<b>70,800</b>	<b>\$ 70,250</b>
EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
04-5701-00-00	TRANSFER TO GENERAL FUND	-	-	83,000	-	-
04-5702-00-00	TRANSFER TO DEBT SERVICE FUND	76,001	83,000		106,379	104,768
<b>TOTAL FUND EXPENDITURES</b>		<b>76,001</b>	<b>83,000</b>	<b>83,000</b>	<b>106,379</b>	<b>\$ 104,768</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>		<b>4,906</b>	<b>(31,767)</b>	<b>(4,750)</b>	<b>(35,579)</b>	<b>\$ (34,518)</b>
OTHER FINANCING SOURCES (USES)						
TRANSFERS IN (OUT)		-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>\$ -</b>
<b>NET CHANGE IN FUND BALANCE</b>		<b>4,906</b>	<b>(31,767)</b>	<b>(4,750)</b>	<b>(35,579)</b>	<b>(34,518)</b>
RESTRICTED FUND BALANCE, OCT 1		38,258	43,164	11,397	11,397	(24,182)
RESTRICTED FUND BALANCE, SEP 30		43,164	11,397	6,647	(24,182)	<b>\$ (58,700)</b>

## FUND DETAIL: CAPITAL PROJECTS FUND

04: CAPITAL PROJECTS FUND				FY19-20
				APPROVED
04-4401-00-0	INVESTMENT INCOME	EARNING BASED UPON AVERAGE BALANCE/INTERES	250	250
04-4409-00-0	MISCELLANEOUS INCOME	ROYALTY REVENUE RECEIVED FROM LANDFILL, CITY	-	-
04-4421-00-0	LANDFILL REVENUE	ROYALTY REVENUE RECEIVED FROM LANDFILL, CITY	70,000	70,000
<b>TOTAL REVENUES</b>				<b>\$70,250</b>

04: CAPITAL PROJECTS FUND				FY19-20
00: TRANSFERS				APPROVED
04-5701-00-0	TRANSFER OUT-GENERAL FUND		-	-
04-5702-00-0	TRANSFER OUT-GENERAL FUND	ASSIST IN REPAYMENT OF 2008 CO BOND VIA LANDF	104,768	104,768
<b>TOTAL EXPENDITURES</b>				<b>\$104,768</b>

## FUND BUDGET: CAPITAL BOND FUND

### 13-CAPITAL BOND FUND

REVENUES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
13-4401-00-00	INVESTMENT INCOME	-	-	-	10,770	-
13-4902-00-00	PROCEEDS-DEBT/LOAN/LEASE	-	-	-	736,450	-
13-4903-00-00	2019 TAX NOTES	-	-	-	1,957,000	-
<b>TOTAL REVENUES</b>		-	-	-	2,704,220	\$ -
EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
13-5625-03-00	ENGINEERING SVCS PENNSYLV	-	-	-	5,186	-
13-5625-07-00	ENGINEERING SVCS BOWMAN SPRINGS	-	-	-	81,615	-
13-5850-08-00	TXDOT BRIDGE PROJECT	-	-	570,000	-	570,000
13-5851-09-00	SAFE ROUTES TO SCHOOL	-	-	165,000	-	165,000
<b>TOTAL FUND EXPENDITURES</b>		-	-	735,000	86,801	\$ 735,000
<b>REVENUES OVER (UNDER) EXPENDITURES</b>		-	-	(735,000)	2,617,419	\$ (735,000)
OTHER FINANCING SOURCES (USES)						
TRANSFERS IN (OUT)		-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>		-	-	-	-	-
<b>NET CHANGE IN FUND BALANCE</b>		-	-	(735,000)	2,617,419	(735,000)
RESTRICTED FUND BALANCE, OCT 1		-	-	-	-	2,617,419
RESTRICTED FUND BALANCE, SEP 30		-	-	(735,000)	2,617,419	\$ 1,882,419

## FUND DETAIL: CAPITAL BOND FUND

13: CAPITAL BOND FUND					2019-2020
00: REVENUES					APPROVED
4401-00-00	INVESTMENT INCOME	EARNING BASED UPON AVERAGE BALANCE/INTEREST RATES			-
<b>TOTAL REVENUES</b>					\$ -
13: CAPITAL BOND FUND					2019-2020
03: TXDOT SIDEWALK PROJECT					APPROVED
5625-07-00	ENGINEERING SERVICES	TXDOT/COG REGIONAL TOLL SIDEWALK GRANT			-
5850-08-00	TXDOT BRIDGE PROJECT	TXDOT NEW HOPE ROAD PROJECT			570,000
5851-09-00	SAFE ROUTES TO SCHOOL	SAFE ROUTES TO SCHOOL PROJECT			165,000
<b>TOTAL EXPENDITURES</b>					\$ 735,000

## FUND BUDGET: PARK DEDICATION

<b>14: PARK DEDICATION FUND</b>						
<b>REVENUES</b>		<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>	<b>2019-2020</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>APPROVED</b>	<b>PROJECTED</b>	<b>APPROVED</b>
14-4194-00-00	PARK DEDICATION FEES	38,400	-	30,000	-	-
14-4401-00-00	INVESTMENT INCOME	887	2,666	500	3,805	500
14-4409-00-00	MISC INCOME-PAVERS			300	300	300
14-4409-01-00	MISC INCOME-PAVERS	450	1,200	-	-	-
<b>TOTAL REVENUES</b>		<b>39,737</b>	<b>3,866</b>	<b>30,800</b>	<b>4,105</b>	<b>800</b>
<b>EXPENDITURES</b>		<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>	<b>2019-2020</b>
		<b>ACTUAL</b>	<b>ACTUAL</b>	<b>APPROVED</b>	<b>PROJECTED</b>	<b>APPROVED</b>
14-5580-01-00	BRICK PAVERS	72	720	170	371	170
14-5703-01-00	TRANSFER TO PARK MAINT.	-	80,000	35,000	35,000	-
14-5955-02-00	SONORA PARK BALLFIELDS	-	-	60,000	30,000	30,000
<b>TOTAL FUND EXPENDITURES</b>		<b>72</b>	<b>80,720</b>	<b>95,170</b>	<b>65,371</b>	<b>30,170</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>		<b>39,665</b>	<b>(76,854)</b>	<b>(64,370)</b>	<b>(61,266)</b>	<b>(29,370)</b>
<b>OTHER FINANCING SOURCES (USES)</b>						
TRANSFERS IN (OUT)		-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>		<b>39,665</b>	<b>(76,854)</b>	<b>(64,370)</b>	<b>(61,266)</b>	<b>(29,370)</b>
RESTRICTED FUND BALANCE, OCT 1		195,280	234,945	158,091	158,091	96,825
RESTRICTED FUND BALANCE, SEP 30		234,945	158,091	93,721	96,825	<b>\$67,455</b>

## FUND BUDGET: LIBRARY BUILDING FUND

32-LIBRARY BUILDING FUND		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
REVENUES		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
32-4401-00-00	INVESTMENT INCOME	45	49	35	-	-
32-4406-00-00	LIBRARY FINES	1,392	1,175	1,100	1,285	1,100
32-4501-00-00	CONTRIBUTION-LIBRARY	4,399	1,428	2,000	1,232	1,170
<b>TOTAL REVENUES</b>		<b>5,835</b>	<b>2,653</b>	<b>3,135</b>	<b>2,517</b>	<b>2,270</b>
<b>FUND EXPENDITURES</b>						
32-5280-00-00	MINOR EQUIP / SMALL TOOLS	4,989	-	-	-	-
32-5403-00-00	BUILDING MAINTENANCE	3,518	12,816	2,000	5,353	2,000
<b>TOTAL FUND EXPENDITURES</b>		<b>8,508</b>	<b>12,816</b>	<b>2,000</b>	<b>5,353</b>	<b>2,000</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(2,672)</b>	<b>(10,164)</b>	<b>1,135</b>	<b>(2,836)</b>	<b>270</b>
<b>OTHER FINANCING SOURCES (USES)</b>						
TRANSFERS IN (OUT)		-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>		<b>(2,672)</b>	<b>(10,164)</b>	<b>1,135</b>	<b>(2,836)</b>	<b>270</b>
RESTRICTED FUND BALANCE, OCT 1		11,637	8,965	(1,199)	(1,199)	(4,035)
RESTRICTED FUND BALANCE, SEP 30		8,965	(1,199)	(64)	(4,035)	(\$3,765)

## FUND DETAIL: LIBRARY BUILDING FUND

32: LIBRARY BUILDING FUND			2019-2020 APPROVED	
4401-00-00	INVESTMENT INCOME	EARNING BASED UPON AVERAGE	-	-
4406-00-00	LIBRARY FINES	FINES RECEIVED FOR OVERDUE LIBRARY MATERIALS	1,100	1,100
4501-00-00	CONTRIBUTION - LIBRARY	DONATIONS RECEIVED ON UTILITY BILLS	1,170	1,170
<b>TOTAL REVENUES</b>			<b>\$ 2,270</b>	
<b>32: LIBRARY BUILDING FUND</b>			<b>2019-2020 APPROVED</b>	
5280-00-00	MINOR EQUIP/SMALL TOOLS<\$5K		-	-
5403-00-00	BUILDING MAINTENANCE REPAIRS FOR LIBRARY BUILDING		2,000	2,000
5570-00-00	SPECIAL SERVICES		-	-
<b>TOTAL EXPENDITURES</b>			<b>\$ 2,000</b>	

## FUND BUDGET: ROADWAY IMPACT FEE FUND

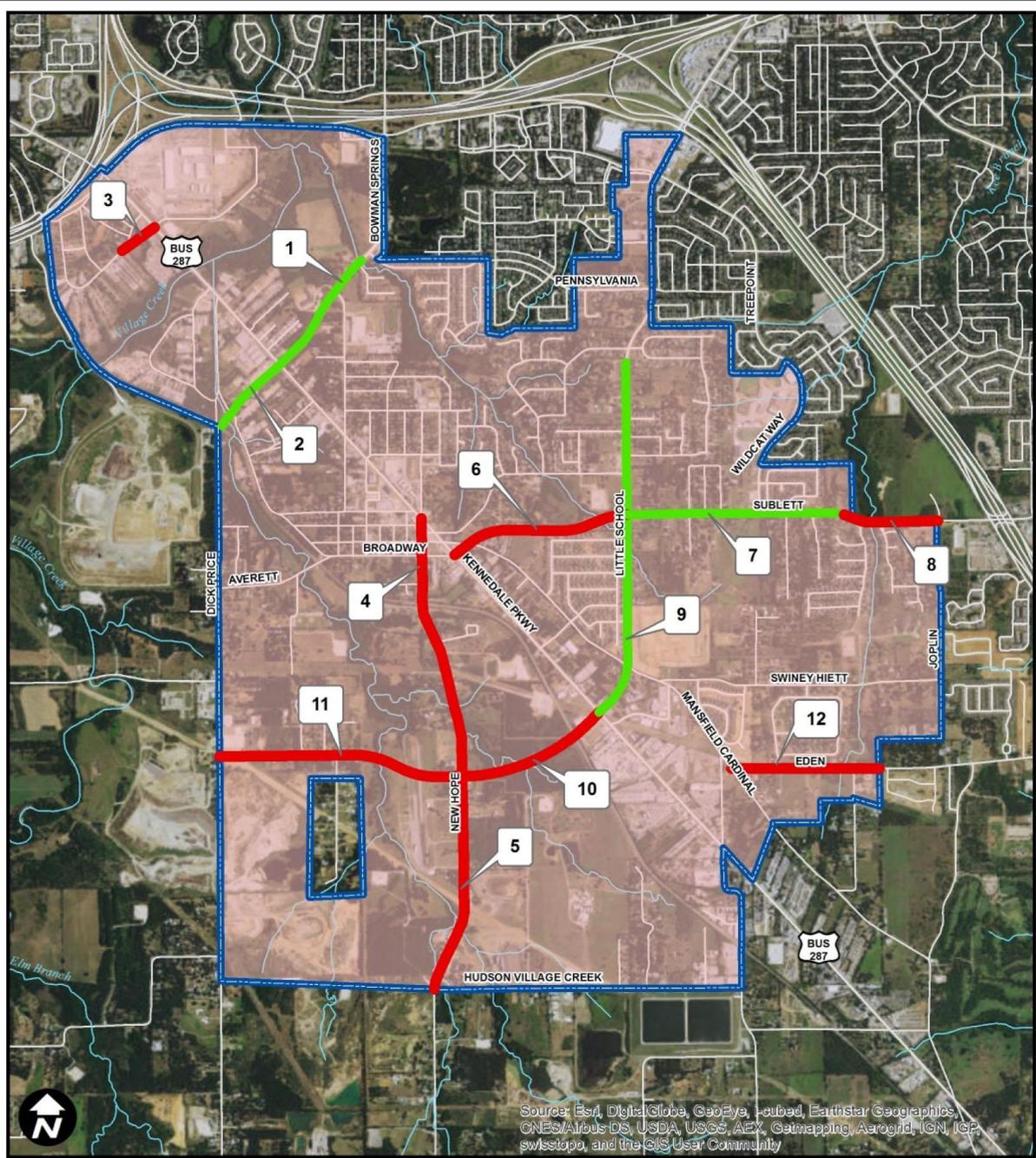
45-ROADWAY IMPACT FUND						
REVENUES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
45-4215-00-00	IMPACT FEES	66,486	126,951	60,000	24,054	24,535
45-4401-00-00	INVESTMENT INCOME	506	1,759	350	5,093	3,000
<b>TOTAL REVENUES</b>		<b>66,992</b>	<b>128,711</b>	<b>60,350</b>	<b>29,147</b>	<b>27,535</b>
EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
45-5798-00-00	TRANSFER OUT - TIF #1 FUND	83,630	10,000	10,000	10,000	10,000
<b>TOTAL FUND EXPENDITURES</b>		<b>83,630</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>	<b>10,000</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>		<b>(16,637)</b>	<b>118,711</b>	<b>50,350</b>	<b>19,147</b>	<b>17,535</b>
OTHER FINANCING SOURCES (USES)						
TRANSFERS IN (OUT)		0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>		<b>(16,637)</b>	<b>118,711</b>	<b>50,350</b>	<b>19,147</b>	<b>17,535</b>
RESTRICTED FUND BALANCE, OCT 1		452,055	435,418	554,128	554,128	573,275
RESTRICTED FUND BALANCE, SEP 30		435,418	554,128	604,478	573,275	<b>\$590,810</b>

## FUND DETAIL: ROADWAY IMPACT FEE FUND

45: ROADWAY IMPACT FUND				2019-2020
				APPROVED
4215-00-00	IMPACT FEES	BASED ON 2000-2007 PLAT RATE: LOW/MED DENSITY RESIDENTIAL: \$1,006 HIGH DENSITY RESIDENTIAL: \$618 COMMERCIAL/RETAIL: \$1,738/1,000 SQ FT		24,535
4401-00-00	INVESTMENT INCOME	EARNING BASED UPON AVERAGE BALANCE/INTEREST RATES		3,000
4907-00-00	TRANSFER IN-STORM WTR UTILITY			-
<b>TOTAL REVENUES</b>				<b>\$ 27,535</b>
45: ROADWAY IMPACT FUND				2019-2020
				APPROVED
5570-00-00	SPECIAL SERVICES			-
5580-00-00	ENGINEERING SERVICES	INITIAL PHASE OF SOUTH NEW HOPE ROAD: RECONSTRUCTION FROM SONORA		-
5798-00-00	TRANSFER OUT-TIF #1 FUND	INITIAL TIF PROJECT EFFORTS		10,000
<b>TOTAL EXPENDITURES</b>				<b>\$ 10,000</b>

# ROADWAY IMPACT FEE PROJECTS

SOURCE: 2016 IMPACT FEE STUDY



Source: Esri, DigitalGlobe, GeoEye, AeroEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Geomapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community



## CITY OF KENNEDALE ROADWAY IMPACT FEE PROPOSED CAPITAL IMPROVEMENTS PLAN

- LEGEND**
- Kennedale City Limit
  - Rdwy Service Area
  - IFCIP**
  - New
  - Recoup

ADOPTED BUDGET FISCAL YEAR 2019-2020

## FUND BUDGET: TIF 1 NEW HOPE ROAD FUND

21-TIF#1 (NEW HOPE ROAD) FUND						
REVENUES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
21-4401-00-00	INVESTMENT INCOME	-	-		712	700
21-4516-00-00	INTERGOV TARR COUNTY	1,068	5,410	18,501	14,863	14,863
21-4517-00-00	INTERGOV TARR HOSPITAL	728	3,475	11,344	9,849	9,849
21-4518-00-00	INTERGOV TARR COLLEGE	703	2,550	7,280	6,819	6,819
21-4519-00-00	INTERGOV CITY OF KENNEDALE	7,459	20,847	78,605	88,287	104,417
21-4945-00-00	TRANSFER IN ROADWAY IMPACT	83,630	10,000	10,000	10,000	10,000
<b>TOTAL REVENUES</b>		93,588	42,282	125,730	130,530	146,648
EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
21-5570-01-00	SPECIAL SERVICES	6,000	-	-	-	-
21-5580-01-00	ENGINEERING SERVICES	88,987	15,702	10,000	-	-
21-5717-01-00	TRANSFER OUT - STREETS FUND	7,459	11,217	-	-	-
<b>TOTAL FUND EXPENDITURES</b>		102,447	26,919	10,000	-	-
<b>REVENUES OVER (UNDER) EXPENDITURES</b>		(8,858)	15,362	115,730	130,530	146,648
OTHER FINANCING SOURCES (USES)						
TRANSFERS IN (OUT)		-	-	-	-	-
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>		-	-	-	-	-
<b>NET CHANGE IN FUND BALANCE</b>		(8,858)	15,362	115,730	130,530	146,648
RESTRICTED FUND BALANCE, OCT 1		(793,896)	(802,754)	(787,392)	(787,392)	(656,862)
RESTRICTED FUND BALANCE, SEP 30		(802,754)	(787,392)	(671,662)	(656,862)	(510,214)

## FUND DETAIL: TIF 1 NEW HOPE ROAD FUND

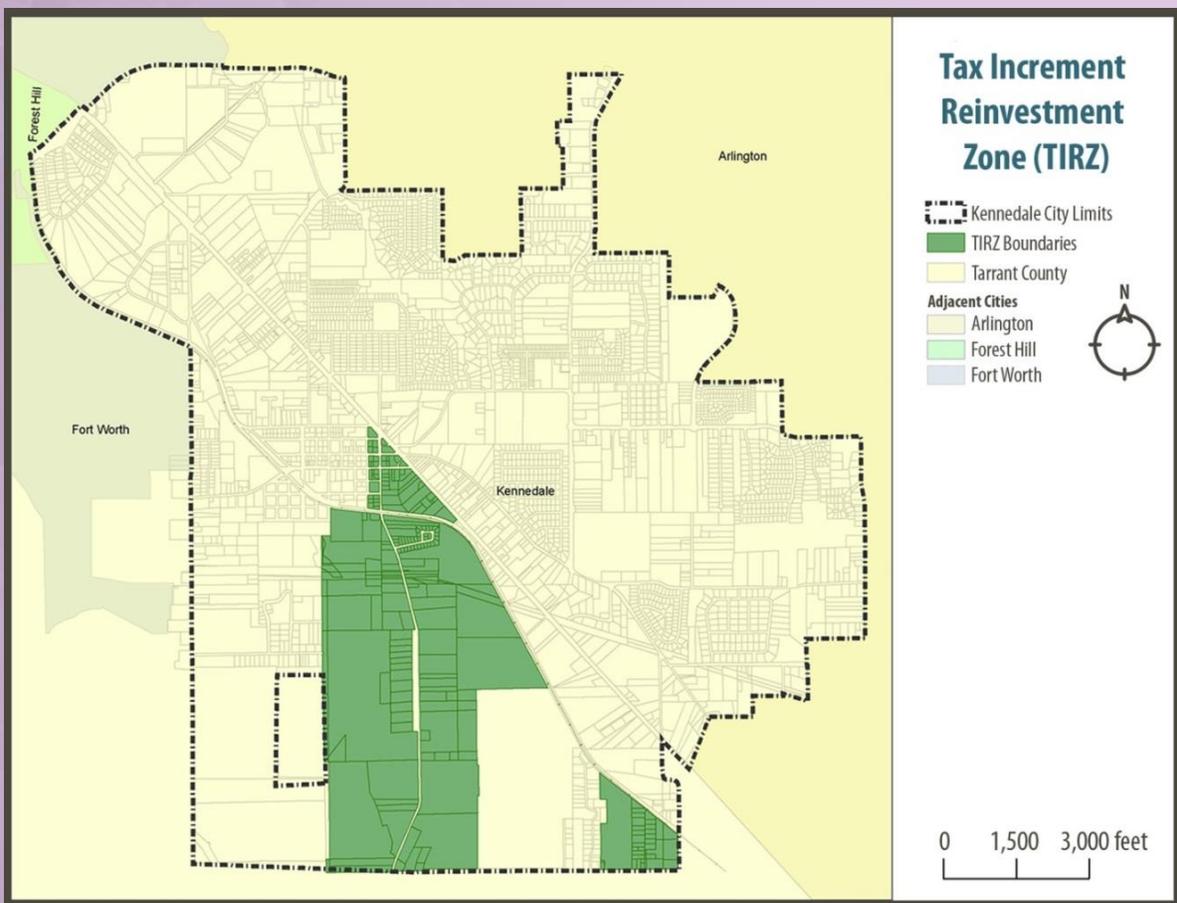
21: TIF #1 (NEW HOPE) FUND		2019-2020 APPROVED	
4401-00-00	INVESTMENT INCOME	700	700
4516-00-00	INTERGOV - TARRANT CO 2012 BASE YEAR EQUALS \$17,700,978; 75% PARTICIPATION RATE, MAX PARTICIPATION \$2,481,849	14,863	14,863
4517-00-00	INTERGOV - TARRANT HO 2012 BASE YEAR EQUALS \$17,700,978; 50% PARTICIPATION RATE, MAX PARTICIPATION \$1,427,690	9,849	9,849
4518-00-00	INTERGOV - TARRANT CO 2012 BASE YEAR EQUALS \$17,700,978; 50% PARTICIPATION RATE, MAX PARTICIPATION \$939,000	6,819	6,819
4519-00-00	INTERGOV - CITY OF KENN 2012 BASE YEAR EQUALS \$17,700,978; 100% PARTICIPATION RATE	104,417	104,417
4945-00-00	TRANSFER IN - ROADWAY FUND QUALIFYING TIF PROJECTS	10,000	10,000
<b>TOTAL REVENUES</b>		<b>\$ 146,648</b>	

21: TIF #1 (NEW HOPE) FUND		2019-2020 APPROVED	
01: EXPENSES			
5570-01-00	SPECIAL SERVICES	-	-
5580-01-00	ENGINEERING SERVICES NEW HOPE ROAD ENGINEERING (\$225,676 CONTRACT WITH FREESE AND NICHOLS) NEW HOPE ROAD ENGINEERING FOR SEWER LINE EXTENSION TO TEXAS RACEWAY (\$119,920 CONTRACT WITH FREESE AND NICHOLS)	-	-
5717-01-00	TRANSFER OUT - STREETS TRANSFER OUT TO RETURN BLOXOM PARK ROAD FUNDS	-	-
5847-01-00	CONSTRUCTION	-	-
<b>TOTAL EXPENDITURES</b>		<b>\$ -</b>	

TAX YEAR	TAXABLE VALUE (OTHER 3 ENTITIES)	TAXABLE VALUE (KENNEDALE)
2012	17,700,978	17,655,478
2013	17,808,364	17,763,264
2014	17,662,023	17,616,923
2015	17,584,589	17,584,589
2016	18,627,347	18,627,347
2017	21,296,176	21,296,176
2018	27,678,654	27,765,412

## TAX INCREMENT REINVESTMENT ZONE (TIRZ) PROJECTS

**Tax Increment Financing (TIF)** is a tool authorized by Chapter 311 of the Texas Tax Code by which local governments can publicly finance needed structural improvements and enhanced infrastructure within a defined area – a **Tax Increment Reinvestment Zone (TIRZ)** – to encourage desired development. The tax increment is derived from the difference in appraised value between the year in which the reinvestment zone is established (base year) and each year the reinvestment zone is in existence.



### PARTICIPANTS

- City of Kennedale: 100%  
(MAX. \$2,481,849)
- Tarrant County: 75%  
(MAX. \$2,481,849)
- Tarrant County College  
District: 50% (MAX. \$939,000)
- Tarrant County Hospital  
District: 50% (MAX. \$1,427,690)

### COMPLETED PROJECTS

- New Hope Road: Sewer Line Route Study
- Bloxom Park Road: Water and Wastewater Lines and Street

### PROJECTS UNDERWAY

- New Hope Road: Wastewater Line and Street Engineering

### DEVELOPMENTS SECURED

- Kennedale Seniors, Ltd.

## FUND BUDGET: LEOSE FUND

The State Comptroller of Public Accounts collects and deposits proceeds from court costs into the Law Enforcement Officer Standards and Education (LEOSE) account of the state treasury, which is then distributed to local law enforcement agencies. Local agencies must use the funds to provide continuing education or necessary training for law enforcement officers. Under the Texas Occupations Code, twenty percent of the appropriated amount is distributed to all participating agencies in equal shares, and eighty percent is distributed based on the number of qualifying officers at each entity.

34-LEOSE FUND		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
REVENUES		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
34-4094-00-00	LEOSE POLICE TRAINING GRANT	1,800	1,590	1,767	1,767	1,767
34-4401-00-00	INVESTMENT INCOME	6	2	-	31	-
<b>TOTAL REVENUES</b>		<b>1,805</b>	<b>1,591</b>	<b>1,767</b>	<b>1,798</b>	<b>1,767</b>
EXPENDITURES		2016-2017	2017-2018	2018-2019	2018-2019	2019-2020
EXPENDITURES		ACTUAL	ACTUAL	APPROVED	PROJECTED	APPROVED
34-5515-01-00	TRAINING/SEMINARS	1,650	-	1,767	1,650	1,650
<b>TOTAL FUND EXPENDITURES</b>		<b>1,650</b>	<b>-</b>	<b>1,767</b>	<b>1,650</b>	<b>1,650</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>		<b>155</b>	<b>1,591</b>	<b>-</b>	<b>148</b>	<b>117</b>
OTHER FINANCING SOURCES (USES)						
TRANSFERS IN (OUT)		0	0	0	0	0
<b>TOTAL OTHER FINANCING SOURCES (USES)</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>NET CHANGE IN FUND BALANCE</b>		<b>155</b>	<b>1,591</b>	<b>-</b>	<b>148</b>	<b>117</b>
RESTRICTED FUND BALANCE, OCT 1		-	155	1,747	1,747	1,894
RESTRICTED FUND BALANCE, SEP 30		155	1,747	1,747	1,894	\$2,012

## FUND DETAIL: LEOSE FUND

34: LEOSE FUND		2019-2020
34: LEOSE FUND		APPROVED
4094-00-00	POLICE TRAINING GRANT RECEIVED FROM THE STATE LAW ENFORCEMENT OFFICER STANDARDS AND EDUCATION (LEOSE) AND BASED ON TOTAL NUMBER OF ELIGIBLE LAW ENFORCEMENT POSITIONS. MUST BE UTILIZED TO ENSURE THE CONTINUING EDUCATION OF PERSON LICENSED UNDER CHAPTER 1701, OCCUPATIONS CODE, O	1,767
4401-00-00	INVESTMENT INCOME EARNING BASED UPON AVERAGE BALANCE/INTEREST RATES	-
<b>TOTAL REVENUES</b>		<b>\$ 1,767</b>
34: LEOSE FUND		2019-2020
01: POLICE DEPARTMENT		APPROVED
5515-01-00	TRAINING/SEMINARS-LEC POLICE SUPERVISORY TRAINING	1,650
<b>TOTAL EXPENDITURES</b>		<b>\$ 1,650</b>



## APPENDIX A: ORDINANCE 678, ADOPTING FY19-20 BUDGET

### ORDINANCE NO. 678

**AN ORDINANCE OF THE CITY OF KENNEDALE, TEXAS, ADOPTING THE BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2019, AND ENDING SEPTEMBER 30, 2020; APPROPRIATING RESOURCES FOR EACH DEPARTMENT, PROJECT, OPERATION, ACTIVITY, PURCHASE, ACCOUNT AND OTHER EXPENDITURES; PROVIDING FOR EMERGENCY EXPENDITURES AND EXPENDITURES AS ALLOWED BY APPLICABLE STATE LAW; PROVIDING FOR THE FILING AND POSTING OF THE BUDGET AS REQUIRED BY STATE LAW; PROVIDING A SEVERABILITY CLAUSE AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City of Kennedale, Texas, is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Local Government Code; and

**WHEREAS**, the City Manager of the City has filed with the City Secretary a budget outlining all proposed expenditures of the government of the City for the fiscal year beginning October 1, 2019, and ending September 30, 2020, (hereinafter referred as the "Budget"); and

**WHEREAS**, the Budget specifically sets forth each of the various projects for which appropriations are delineated, and the estimated amount of money carried in the Budget for each of such projects; and

**WHEREAS**, the Budget has been filed with the City Secretary for at least thirty (30) days before the date the City Council makes its tax levy for the fiscal year and such Budget has been available for inspection by any taxpayer; and

**WHEREAS**, notice of a public hearing on the proposed Budget, stating the date, time, place and subject matter of said public hearing, was given as required by the laws of the State of Texas; and

**WHEREAS**, such public hearing was held on September 5, 2019, prior approval of such date being ratified and confirmed by the City Council, and those wishing to speak on the Budget were heard; and

**WHEREAS**, the City Council has studied the Budget and listened to the comments of the taxpayers at the public hearing held thereon and has determined that the Budget, a copy of which is attached hereto as Exhibit "A" and incorporated herein for all purposes, is in the best interest of the City and that same should be approved and adopted.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF KENNEDALE, TEXAS, THAT:**

INCLUDING ATTACHMENT "A", PAGE 1 OF 4  
0678 CITY OF KENNEDALE, TX 2019

**SECTION 1.**

All of the above premises are found to be true and correct and are incorporated into the body of this Ordinance as if copied in their entirety.

**SECTION 2.**

The Budget of the revenue of the City and the expenses of conducting the affairs thereof for the ensuing fiscal year beginning October 1, 2019, and ending September 30, 2020, is hereby adopted and approved, and there is hereby appropriated from the funds indicated therein such sums for the projects, operations, activities, purchases, accounts and other expenditures proposed in the Budget, as set forth in Exhibit "A".

**SECTION 3.**

No expenditure of the funds of the City of Kennedale shall hereafter be made except in compliance with the Budget and applicable state law; provided, however, that in case of grave public necessity to meet unusual and unforeseen conditions, which could not by reasonable, diligent thought and attention have been included in the original Budget, expenditures may from time to time be authorized by the City Council as amendments to the original Budget.

**SECTION 4.**

A copy of the approved Budget, including the cover page, shall be posted on the City's website, along with the record vote of each member of the City Council, as required by law. In addition, the City Manager shall file or cause to be filed a true and correct copy of this ordinance, along with the approved Budget attached hereto, with the City Secretary. The City Manager shall file or cause to be filed a true and correct copy of this ordinance, along with the approved Budget attached hereto, and any amendments thereto, in the office of the County Clerk of Tarrant County, Texas, as required by State law.

**SECTION 5.**

It is hereby declared to be the intention of the City Council that the phrases, clauses, sentences, paragraphs and sections of this ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this ordinance shall be declared unconstitutional by the valid judgment or decree of any court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this ordinance, since the same would have been enacted by the City Council without the incorporation in this ordinance of any such unconstitutional phrase, clause, sentence, paragraph or section.

**SECTION 6.**

That this ordinance be in full force and effect from and after its adoption.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF KENNEDALE, TEXAS, THIS THE 17<sup>TH</sup> DAY OF SEPTEMBER, 2019.**

APPROVED:

  
\_\_\_\_\_  
MAYOR BRIAN JOHNSON

ATTEST:

  
\_\_\_\_\_  
CITY SECRETARY LESLIE E. GALLOWAY

APPROVED AS TO FORM AND LEGALITY:

  
\_\_\_\_\_  
CITY ATTORNEY DREW LARKIN

**ORDINANCE NO. 678  
ATTACHMENT "A"**

CITY OF KENNEDALE FY 2019-2020 ALL FUNDS REVENUE AND EXPENDITURE SUMMARY	
REVENUES	EXPENDITURES
<b>GENERAL FUNDS</b>	<b>GENERAL FUNDS</b>
GENERAL FUND	GENERAL FUND
CAPITAL REPLACEMENT FUND	CAPITAL REPLACEMENT FUND
COURT SECURITY FUND	COURT SECURITY FUND
COURT TECHNOLOGY FUND	COURT TECHNOLOGY FUND
STREET IMPROVEMENT FUND	STREET IMPROVEMENT FUND
JUVENILE CASE MANAGER FUND	JUVENILE CASE MANAGER FUND
PARK REC/OTHER DONATION FUND	PARK REC/OTHER DONATION FUND
TREE REFORESTATION FUND	TREE REFORESTATION FUND
UNCLAIMED PROPERTY FUND	UNCLAIMED PROPERTY FUND
GENERAL DEBT SERVICE FUND	GENERAL DEBT SERVICE FUND
<b>WATER AND SEWER FUNDS</b>	<b>WATER AND SEWER FUNDS</b>
WATER/SEWER FUND	WATER/SEWER FUND
STORMWATER UTILITY FUND	STORMWATER UTILITY FUND
WATER IMPACT FUND	WATER IMPACT FUND
SEWER IMPACT FUND	SEWER IMPACT FUND
WATER IMPROVEMENT FUND	WATER IMPROVEMENT FUND
<b>EDC FUNDS</b>	<b>EDC FUNDS</b>
EDC4B FUND	EDC4B FUND
EDC4B CAPITAL BOND FUND	EDC4B CAPITAL BOND FUND
EDC4B BOND RESERVE FUND	EDC4B BOND RESERVE FUND
<b>CAPITAL PROJECT FUNDS</b>	<b>CAPITAL PROJECT FUNDS</b>
CAPITAL PROJECTS FUND	CAPITAL PROJECTS FUND
CAPITAL BOND FUND	CAPITAL BOND FUND
PARK DEDICATION FUND	PARK DEDICATION FUND
LIBRARY BUILDING FUND	LIBRARY BUILDING FUND
ROADWAY IMPACT FEE FUND	ROADWAY IMPACT FEE FUND
<b>SPECIAL REVENUE FUNDS</b>	<b>SPECIAL REVENUE FUNDS</b>
TIF #1 (NEW HOPE) FUND	TIF #1 (NEW HOPE) FUND
HOTEL/MOTEL TAX FUND	HOTEL/MOTEL TAX FUND
POLICE SEIZURE FUND	POLICE SEIZURE FUND
LEOSE FUND	LEOSE FUND
<b>TOTAL REVENUES</b>	<b>TOTAL EXPENDITURES</b>
\$ 14,778,516	\$ 17,127,181

INCLUDING ATTACHMENT "A", PAGE 4 OF 4  
0678 CITY OF KENNEDALE, TX 2019

**CITY OF KENNEDALE**



**PURCHASING POLICY**

ORIGINALLY ADOPTED BY CITY COUNCIL: NOVEMBER 13, 2008

**PREFACE**

State law (Local Government Code, Chapter 252: Purchasing and Contracting Authority of Municipalities) serves as the primary purchasing authority for the City of Kennedale. In addition to several administrative updates, which further establish standard practices and procedures to create uniformity, economy, efficiency and effectiveness in our purchasing program, Staff incorporated a major revision due to a change in statute. Specifically, the expenditure threshold increased from \$25,000 to \$50,000 in reference to competitive bidding and proposal requirements per Senate Bill 1765.

This policy was formally adopted by the Council on November 13, 2008. However, prior to this date, it was created on May 16, 2005 and reviewed administratively.

It is our intent to bring forth this policy to Council for review at least annually. In order to demonstrate that review, it will be custom practice for the governing board of a municipality to adopt a resolution to make the review an official public record.

**SUBSEQUENT REVIEW & ADOPTION**

- NOVEMBER 5, 2009
- NOVEMBER 17, 2011
- OCTOBER 3, 2012
- OCTOBER 1, 2013
- OCTOBER 13, 2014
- OCTOBER 19, 2015
- OCTOBER 17, 2016
- MARCH 5, 2018

## I. PURPOSE

The purpose of this policy is to establish standard practices and procedures to create a uniformity, economy, efficient and effective purchasing program for the City of Kennedale.

## II. POLICY

It is the policy of the City of Kennedale to authorize purchases at time and place needed in the proper quantity and of the proper quality, all goods and services required for City operations. Goods and services shall be procured at the lowest possible cost consistent with prevailing economic conditions while establishing and maintaining a reputation for fairness and integrity, with the express intent to promote open and fair conduct in all aspects of the purchasing process.

## III. GOVERNING AUTHORITY

The primary governing authority for the City of Kennedale's Purchasing Policy shall be the City's Charter, in conjunction with Chapter 252 of the Local Government Code: Purchasing and Contracting Authority of Municipalities. All procurement activity shall be governed in accordance with applicable federal, state, and local statutes, ordinances, and codes.

## IV. CODE OF ETHICS

Every time items are purchased, city funds are committed. Therefore, this is a responsibility that should not be taken lightly. By participating in the purchasing process, employees of the City of Kennedale agree to:

- A. Make purchases in the conduct of the City's business only. **To acquire or purchase goods and services for other than official use of the City is fraudulent use and may subject the employee to disciplinary action, up to and including dismissal as specified in the City's Personnel Policy and/or criminal prosecution.**
- B. Avoid the intent and appearance of unethical or compromising practice in relationships, actions, and communications.
- C. Demonstrate loyalty to the City of Kennedale by diligently following the lawful instructions of the employer, using reasonable care, and only authority granted.
- D. Refrain from any private business or professional activity that would create a conflict between personal interests and the interest of the City of Kennedale.
- E. Refrain from soliciting or accepting money, loans, credits, or prejudicial discounts, and the acceptance of gifts, entertainment, favors, or services from present or potential suppliers that might influence, or appear to influence purchasing decisions.

- F. Never discriminate unfairly by the dispensing of special favors or privileges to anyone, whether as payment for services or not; and never accept for himself or herself or for family members, favors or benefits under circumstance which might be construed by reasonable persons as influencing the performance of Governmental duties.
- G. Engage in no business with the City of Kennedale, directly or indirectly, which is inconsistent with the conscientious performance of Governmental duties.
- H. Handle confidential or proprietary information belonging to employer or suppliers with due care and proper consideration of ethical and legal ramifications and governmental regulations.
- I. Never use any information gained confidentially in the performance of Governmental duties as a means of making private profit.
- J. Promote positive supplier relationships through courtesy and impartiality in all phases of the purchasing cycle.
- K. Know and obey the letter and spirit of laws governing the purchasing function and remain alert to the legal ramifications of purchasing decisions.
- L. Expose corruption and fraud wherever discovered.
- M. Uphold these principles, ever conscious that public office is a public trust.

**V. FUND AVAILABILITY & PAYMENT AUTHORIZATION**

- A. Verification of fund availability is the responsibility of the User Department.
- B. Finance Department shall verify available funds through the City's financial reporting system during requisition entry. If funds are not available at the time, no purchase will be made until funds are made available with approval from City Manager.
- C. At a minimum, payment approval is required from Department Head to pay for **all** products and/or services.
- D. As a tax-exempt government agency, the City of Kennedale does **not** pay sales tax on applicable items. The cardholders can request a copy of the City's tax exemption certificate from Accounts Payable City's. Furthermore, a sales tax identification number is provided on the face of the City's Procurement Card should it be utilized. Employees are responsible for ensuring that the vendor does not include sales tax in the transaction, unless an item is subject to sales tax. **If tax is included in error, the employee may be responsible for reimbursing the tax to the City if it is not recovered**

**from the vendor.** Contact Accounts Payable for questions in regards to which purchases are subject to tax.

- E. Approved invoices are forwarded directly to the Finance Department with the appropriate supporting documentation and signatures. **If an employee misplaces or loses a receipt or is unable to provide adequate details concerning a purchase, a *Missing Or Lost Receipt Form* must accompany the employer's request for payment. Recurring instances of misplaced or lost receipts may result in the revocation of employee purchasing privileges. Furthermore, the employee will be responsible for reimbursing the City of Kennedale for all applicable charges, and the City is authorized to deduct any applicable charges from the payroll of the employee if not otherwise reimbursed.**
- F. Payments for goods and services must be paid **no later than 30 days after the later of:**
  - 1) Receipt of goods/services OR receipt of the invoice for the goods/services.
  - 2) Goods/services will be considered received when they have been accepted as usable by the User Department.

## VI. LEGAL REQUIREMENTS

- A. Texas Local Government Code, Subchapter B, Section 252.021 defines the requirements for competitive bids. Under no circumstances shall multiple requisitions be used in combination to avoid otherwise applicable bidding requirements or City Council approval. Intentionally splitting purchases to circumvent the competitive bid process (i.e. two or more purchases made to keep the amount under \$50,000) will result in disciplinary action.
- B. Likewise, intentionally splitting purchases to circumvent the three (3) quote requirement process (i.e. two or more purchases made to keep the amount under \$3,000.01) will result in disciplinary action.
- C. Purchases made through an approved Cooperative Purchasing Program satisfy state law competitive bid requirements, as well the City of Kennedale's requirement for any quote process. Cooperative purchasing occurs when **two or more** governmental entities coordinate some or all purchasing efforts to reduce administrative costs, take advantage of quantity discounts, share specifications, and create a heightened awareness of legal requirements. Cooperative purchasing can occur through interlocal agreements, state contracts, piggybacking, and joint purchases.
- D. Any exemption per Section 252.022, General Exemption of Texas Local Government Code will need the approval from City Manager. The Department Head will need to include a written explanation, as well as copies of all the quotes for City Manager review. Upon

approval from City Manager, attach written explanation and all documentation and send to Finance Department for payment.

#### VII. QUOTES

- A. Purchases of non-contract goods or services totaling **\$3000 or less require no quotation**. In such instances, departments should make every effort to use the City's procurement card.
- B. Except where otherwise exempted by applicable State law, purchases totaling **\$3,000.01 to \$49,999.99 require a minimum of three (3) quotes**. All quotations received must be in writing from the vendor and will be evaluated by the Department Head who will then authorize the purchase.
  - 1) Chapter 252.0215 of the Local Government Code: Competitive Bidding in Relation to Historically Underutilized Business (HUB) Vendors, states that a municipality, in making an expenditure of **more than \$3,000 but less than \$50,000**, shall contact **at least two HUBs** on a rotating basis. If the list fails to identify a disadvantaged business in the county in which the City is situated, the City is exempt from this section.
  - 2) Historically Underutilized Business (HUB) are defined as any business determined by the State of Texas to be a disadvantaged (minority/woman owned) vendor.
  - 3) Refer to Appendix B for specific instructions on how to conduct a HUB search.

#### VIII. SEALED COMPETITIVE PROCESS

Except as otherwise exempted by applicable State law, requisitions for item(s) whose aggregate total cost is **\$50,000 or more** must be processed as competitive solicitations (e.g. sealed bids, request for proposals).

- 1) With the approval from the City Manager to begin the competitive process, the User Department shall prepare a bid package with specifications and any other pertinent information. Along with the specifications and other information, the Department may submit suggested vendors for the item(s) requested.
- 2) A notice will be published in Kennedale's official newspaper to indicate the City's intent to accept bids in accordance with State law. **Bids must be advertised for two (2) consecutive weeks with the first publication at least 14 days prior to the bid opening date.**
- 3) Vendor pre-bid conferences may be conducted if, in the opinion of requesting Department, further explanation or coordination is needed due to the nature of the bid.

- 4) The City Secretary or designee shall publicly open the bids received and read them aloud at a designated time and as indicated in the bid packet. The City Secretary or designee will indicate to those present when the Council will most likely address this item and will make available to those present the names of the vendors and the amount of their respective bids. In the case of an RFP, only the submitter's names will be announced. A tabulation will then be created. A representative from the User Department should be present during bid openings.

**IX. AWARD OF CONTRACT**

The City of Kennedale shall award contracts based on criteria deemed in the best interest of the City. The Texas Local Government Code, Section 252.043, states, in part:

- 1) If the competitive sealed bidding requirement applies to the contract for goods or services, the contract must be awarded to the lowest responsible bidder or to the bidder who provides goods or services at the best value for the municipality.
- 2) Before awarding a contract under this section, a municipality must indicate in the bid specifications and requirements that the contract may be awarded either to the lowest responsible bidder or to the bidder who provides goods or services at the best value for the municipality.

**X. RECIPROCITY**

The State of Texas Reciprocity Law provides that the State or political subdivision cannot award contracts or purchases to non-resident bidders having local preference laws in their resident states, unless their bid is lower than the lowest bid submitted by a responsible Texas resident bidder by the amount that a Texas resident bidder would be required to underbid a nonresident bidder to obtain a comparable contract in the state in which the nonresident's principal place of business is located.

**XI. DISCLOSURE OF INFORMATION**

Access to bidder-declared trade secrets or confidential information shall be in accordance with the Texas Government Code Chapter 552, the Public Information Act, and applicable City policies implementing this chapter. The Texas Local Government Code Chapter 252.049(b) states, in part:

- A. If provided in a Request For Proposal (RFP), proposals shall be opened in a manner that avoids disclosure of the contents to competing offers and keeps the proposals secret during negotiations. All proposals are open for public inspection after the contract is awarded, but trade secrets and confidential information in the proposals are not open for public inspection.

**XII. AUTOMATED INFORMATION TECHNOLOGY PURCHASES**

Departments may contact the Finance Department for all technology procurements, so that it can coordinate with Information Technology to ensure that the appropriate solicitation procedure is used and product is sought. Automated information technology purchases include:

- A. The computers on which the information system is automated;
- B. A service related to the automation of the system, including computer software, or the computer; and
- C. A telecommunications apparatus or device that serves as a component of a voice, data, or video communications network for transmitting, switching, routing, multiplexing, modulating, amplifying, or receiving signals on the network.

**XIII. PROFESSIONAL SERVICES (EXEMPT FROM SEALED COMPETITIVE PROCESS)**

Personal and professional services are exempted from the competitive bidding process and are procured through the use of Request for Qualification (RFQ) documents. The Finance Department is available to consult with departments regarding the preparation of information; however, the presentation of technical and qualifications aspects of personal and/or professional services included in the RFQ documents is the sole responsibility of the requesting department.

- A. Texas Government Code, Chapter 2254, Subchapter A, Professional Services, states that contracts for the procurement of defined professional services may not be awarded on the basis of competitive bids. Instead, they must be awarded on the basis:
  - 1) Of demonstrated competence and qualifications to perform the services;
  - 2) For a fair and reasonable price;
  - 3) Fees are allowed;
  - 4) Must be consistent with and not higher than the recommended practices and fees published by the applicable professional associations; and
  - 5) May not exceed any maximum provided by law.
- B. Professional Services, for the purposes of Government Code Chapter 2254, are defined as those "services within the scope of the practice, as defined by state law, of accounting, architecture, landscape architecture, land surveying, medicine, optometry,

professional engineering, real estate appraising, or professional nursing, or provided in connection with the professional employment or practice of a person who is licensed or registered as a certified public accountant, an architect, a landscape architect, a land surveyor, a physician, including a surgeon, an optometrist, a professional engineer, a state certified or state licensed real estate appraiser, or a registered nurse.”

**XIV. SOLE SOURCE PURCHASES (EXEMPT FROM SEALED COMPETITIVE PROCESS)**

Sole-source purchases are items that are available from only one source because of patents, copyrights, secret processes, or natural monopolies as defined by local government code. When a department has identified a specific item with unique features or characteristics essential and necessary to the requesting department and no alternate products are available, a written justification must be provided to the Finance Department upon purchase. The legislature exempted certain items from sealed bidding in the Vernon's Texas Codes Annotated - Local Government Code Section 252.022 (a) 7, in part:

- A. Items that are available from only one source because of patents, copyrights, secret processes, or natural monopolies;
- B. films, manuscripts, or books;
- C. gas, water and other utility services;
- D. capital replacement parts or components for equipment;
- E. books, papers, and other library materials for a public library that are available only from the person holding exclusive distribution rights to the materials; and
- F. management services provided by a nonprofit organization to a municipal museum, park, zoo, or other facility to which the organization has provided significant financial or other benefits.

**XV. EMERGENCY PURCHASES (EXEMPT FROM SEALED COMPETITIVE PROCESS)**

Valid emergencies are those that occur as a result of the breakdown of equipment, which must be kept in operation to maintain the public's safety or health, or whose breakdown would result in the disruption of City operations. When this situation occurs, the department shall contact the Finance Department to conduct the procurement of supplies and services. The Legislature exempted certain items from the competitive sealed process in the Texas Local Government Code Section 252.022(a), including, but not limited to:

- A. A procurement made because of a public calamity that requires the immediate appropriation of money to relieve the necessity of the municipality's residents or to preserve the property of the municipality;

- B. A procurement necessary to preserve or protect the public health or safety of the municipality's residents;
- C. A procurement necessary.

**XVI. INELIGIBLE VENDORS**

- A. An ineligible vendor shall not be allowed to conduct business until:
  - 1) Financial arrears are paid in full.
  - 2) Inappropriate practices are corrected.
  - 3) Vendors have satisfied any and all penalties imposed by the City.
  - 4) If applicable, a listing of ineligible vendors will be developed and distributed annually by the Finance Department to all other departments, unless a greater frequency is determined by the Director of Finance.
  - 5) At the recommendation of a User Department, the Finance Department may declare a vendor ineligible if it has failed to comply with the terms of a previous award, specifications of a bid or conducted inappropriate business practices.
  - 6) The penalty imposed may be for a period of up to twelve (12) months during which time bids submitted by such vendor shall not be considered.
  - 7) A penalty greater than twelve (12) months due to the severity of the infraction requires the approval of the City Manager or designee.
- B. The City of Kennedale reserves the right to change, modify, amend, revoke or rescind all or part of this policy in the future.

**XVII. AUDIT OF DEPARTMENTAL RECORDS**

The Finance Department may audit User Department purchasing files to ensure compliance with the procedures described herein.

**XVIII. ANNUAL REVIEW**

The Director of Finance shall, at a minimum, submit proposed amendments of this policy to the City Council annually.

**APPENDIX A**

CITY OF KENNEDALE, TEXAS  
PURCHASING MATRIX

<b>PURCHASE</b>	<b>\$0 - \$3,000.00</b>	<b>\$3,000.01 - \$24,999.99</b>	<b>\$25,000 &amp; Above</b>
<b>SIGNATURES REQUIRED</b>	<ul style="list-style-type: none"> <li>▪ Department Head</li> </ul>	<ul style="list-style-type: none"> <li>▪ Department Head</li> <li>▪ City Manager</li> </ul>	<ul style="list-style-type: none"> <li>▪ City Manager</li> <li>▪ City Council</li> </ul>
<b>PURCHASE ORDER</b>	<ul style="list-style-type: none"> <li>▪ Not Required</li> <li>▪ Only If Vendor Needs</li> </ul>	<ul style="list-style-type: none"> <li>▪ Not Required</li> <li>▪ Only If Vendor Needs</li> </ul>	<ul style="list-style-type: none"> <li>▪ Not Required</li> <li>▪ Only If Vendor Needs</li> </ul>
<b>LEGAL REQUIREMENT</b>	<ul style="list-style-type: none"> <li>▪ N/A</li> </ul>	<ul style="list-style-type: none"> <li>▪ Three (3) Quotes</li> <li>▪ Two (2) Of Three (3) Quotes Must Be HUB Vendors In Tarrant County</li> <li>▪ If HUB(s) not listed, City Is Exempt</li> </ul>	<ul style="list-style-type: none"> <li>▪ Competitive Bid Or</li> <li>▪ Competitive Proposal</li> </ul>
<b>EXEMPT FROM LEGAL REQUIREMENT</b>	<ul style="list-style-type: none"> <li>▪ N/A</li> </ul>	<ul style="list-style-type: none"> <li>▪ Cooperative Programs Purchases</li> <li>▪ Sole Source Purchases</li> <li>▪ Emergency Purchases</li> <li>▪ Professional Service Purchase</li> </ul>	<ul style="list-style-type: none"> <li>▪ Cooperative Programs Purchases</li> <li>▪ Sole Source Purchases</li> <li>▪ Emergency Purchases</li> <li>▪ Professional Service Purchase - <b>MUST USE REQUEST FOR QUALIFICATIONS PROCESS. REFER TO SECTION XIII.</b></li> </ul>
<b>MINIMUM PAYMENT DOCUMENT(S)</b>	<ul style="list-style-type: none"> <li>▪ Pay Request</li> <li>▪ Invoice (Not Quote)</li> <li>▪ Applicable Receipts</li> <li>▪ Backup Documents</li> </ul>	<ul style="list-style-type: none"> <li>▪ Pay Request</li> <li>▪ Invoice (Not Quote)</li> <li>▪ Applicable Receipts</li> <li>▪ Backup Documents</li> </ul>	<ul style="list-style-type: none"> <li>▪ Pay Request</li> <li>▪ Invoice (Not Quote)</li> <li>▪ Applicable Receipts</li> <li>▪ Backup Documents</li> </ul>
<b>PAYMENT TERMS</b>	<ul style="list-style-type: none"> <li>▪ TX Prompt Payment Act (No Later 30 Days)</li> </ul>	<ul style="list-style-type: none"> <li>▪ TX Prompt Payment Act (No Later 30 Days)</li> </ul>	<ul style="list-style-type: none"> <li>▪ TX Prompt Payment Act (No Later 30 Days)</li> </ul>
<p><b>Cooperative Programs (Approved Annually As Of 10/03/12):</b> US General Services Administration (GSA), Department of Information Resources (DIR), Texas Building and Procurement Commission (TBPC), Texas Multiple Award Schedules (TXMAS), Texas Procurement and Support Services (TPASS), City of Fort Worth Cooperative Purchasing Program, Parker County Cooperative Purchasing Program, Tarrant County Cooperative Purchasing Program, Texas Interlocal Purchasing System (TIPS), Houston-Galveston Area Council (H-GAC), Local Government Purchasing Cooperative (BuyBoard), The Cooperative Purchasing Network (TCPN), US Communities and Western States Contracting Alliance.</p>			

**APPENDIX B**CITY OF KENNEDALE, TEXAS  
HISTORICALLY UNDERUTILIZED BUSINESS (HUB) PROCEDURES

Excerpts from the Texas Local Government Code, Chapter 252, Subchapter B:

- A. Section 252.0215, " A municipality, in making an expenditure of **more than \$3,000 but less than \$50,000**, shall contact at least two historically underutilized businesses on a rotating basis, based on information provided by the comptroller pursuant to Chapter 2161, Government Code. If the list fails to identify a historically underutilized business in the county in which the municipality is situated, the municipality is exempt from this section."
- B. Centralized Master Bidders List & Historically Underutilized Business (HUB) Search
- 1) Go to <http://www.window.state.tx.us/procurement/cmb/cmbhub.html>
  - 2) Click "HUBS on CMBL."
  - 3) Enter "Class Code, Item Code, District" if available. Description of each is provided by clicking on link directly below.
  - 4) Select "Tarrant" on Texas County dropdown list.
  - 5) Click "Submit Search."
  - 6) Select appropriate Output Fields on "Select Fields For Detail List" page.
  - 7) Click "Go."
  - 8) Results will appear.

**CITY OF KENNEDALE**



**FINANCIAL MANAGMENT POLICY**

ORIGINALLY ADOPTED BY CITY COUNCIL: JUNE 10, 2004

## PREFACE

A Financial Management Policy provides guidelines to enable the City staff to achieve a long-term, stable financial condition, while conducting daily operations and providing services that are consistent with the Council-Manager form of government established in the City Charter.

## SUBSEQUENT REVIEW & ADOPTION

DECEMBER 11, 2008  
NOVEMBER 5, 2009  
OCTOBER 14, 2010  
NOVEMBER 17, 2011  
OCTOBER 3, 2012  
OCTOBER 1, 2013  
OCTOBER 13, 2014  
OCTOBER 19, 2015  
OCTOBER 17, 2016  
JUNE 18, 2018

## I. PURPOSE

The City of Kennedale's financial policies set forth the basic framework for the fiscal management of the City. These policies were developed within the parameters established by applicable provisions of the Texas Local Government Code and the City of Kennedale Charter. The policies are intended to assist the City Council and City staff in evaluating current activities and proposals for future programs. The policies are to be reviewed on an annual basis and modified to accommodate changing circumstances or conditions.

## II. ANNUAL BUDGET (CHARTER REQUIREMENTS)

- A. Fiscal Year – The fiscal year shall begin on the first day of October (1<sup>st</sup>) and end on the last day of the following September (30<sup>th</sup>). The fiscal year will also be established as both the accounting and budget year.
- B. Submission – The City Manager, within two weeks of receiving July Certified Roll (around August (7th) of each year), shall prepare and submit to the City Council an annual proposed budget (generally during an workshop or retreat) for the ensuing fiscal year designed to meet the goals and objectives of the City Council. It must contain the following:
- 1) Budget Message shall explain the budget both in fiscal terms and in terms of work programs for the ensuing fiscal year. It shall outline the proposed financial policies of the City and shall include a forecast of a five-year estimate of revenues and expenditures, as well as an effect on taxation;
  - 2) Comparative figures for the estimated income and expenditures for the ensuing fiscal year compared to the combination of: actual income and expenditures through, the latest complete accounting period that information is available for at the commencement of budget preparation, and the estimated income and expenditures for the incomplete portion of the current fiscal year. FOR EXAMPLE: for upcoming FY16/17 budget, comparative should display FY14/15 actual, FY15/16 through May (assuming budget is prepared at this time), FY15/16 year-end estimate, and FY16/17 proposed budget;
  - 3) Proposed Expenditures of each office, department or function;
  - 4) Schedule of debt service requirements due on all outstanding indebtedness and on any proposed debt;
  - 5) Source or basis of the estimates;
  - 6) Balanced budget in which the total of the proposed expenditures shall not exceed the total estimated income and the balance of available funds; and

- 7) Other information as may be required by the Council or deemed desirable by the City Manager.
- C. Public Hearing – Shall be conducted by the Council, allowing interested citizens to express their opinions concerning items of expenditures and/or revenues. The notice of hearing shall be published in the official newspaper of the City of Kennedale not less than ten (10) or more than 30 days before the hearing.
- D. Adoption – Following the public hearing, the Council shall further analyze the proposed budget, making any additions or deletions which it feels appropriate, and shall by ordinance, with or without amendment; adopt the budget before the first (Oct 1<sup>st</sup>) day of the ensuing fiscal year by a majority vote. On final adoption, the budget shall be in effect for the budget year and shall constitute the official appropriations for the current year and the basis of the official levy of the property tax. Should the Council take no final action before the first (1st) day of the ensuing fiscal year, the amounts appropriated for the current fiscal year shall be deemed adopted on a month to month basis.

### III. BASIS OF ACCOUNTING & BUDGETING

- A. Accounting – The City of Kennedale finances shall be accounted for in accordance with generally accepted accounting principles as established by industry practice and applicable governing Accounting Standards Boards.
  - 1) The financial transactions of the City of Kennedale are accounted for and recorded in individual funds. These funds account for revenues and expenditures according to their intended purpose and are used to aid management in demonstrating compliance with finance-related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements. Governmental funds are used to account for the City's general government activities and include the General, Special Revenue, Internal, Debt Service and Capital Project funds.
  - 2) Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (i.e., when they are "measurable and available"). "Measurable" means the amount of the transaction can be determined and "available" means collectable within the current period or soon enough thereafter to pay liabilities of the current period. Substantially all material revenues are considered to be susceptible to accrual. A thirty-day availability period is used for revenue recognition for all governmental fund type revenues, to include fines and forfeitures. Expenditures are recognized when the related fund liability is incurred, if measurable, except for un-matured

principal and interest on general long-term debt, which are recorded when due. Compensated absences, claims, and judgments are recorded when the obligations are expected to be paid with current available financial resources.

- 3) The City of Kennedale does not utilize encumbrance accounting for operating use at year-end.
  - 4) The Proprietary fund types are accounted for on a flow of economic resources measurement focus and use the accrual basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred.
- B. The budgets shall be prepared and adopted on a cash basis for all governmental funds and proprietary funds. The capital projects funds adopt project-length budgets at the time of their presentation. Annual appropriations lapse at fiscal year-end for operating and debt service funds.

#### **IV. BUDGET ADMINISTRATION**

- A. All expenditures of the City of Kennedale shall be made in accordance with the annual budget. Budgetary control is maintained at the individual expenditure account level by each department head through the review of all requisitions.
- B. The following represents the City of Kennedale budget amendment policy delineating responsibility and authority for the amendment process. Transfers between expenditure accounts in one department may occur with the approval of the Department Head and Director of Finance. Transfers between operating departments may occur with the approval of the City Manager's Office. Transfers between funds must be accomplished by budget amendment approved by the City Council. Budget amendments calling for new fund appropriations must also be approved by the City Council. Should the City Council decide a budget amendment is necessary, the amendment is adopted in ordinance format, and the necessary budgetary changes are then made.
- C. As a matter of course, continuous budget monitoring requires that deviations from expected amounts of revenue and/or expenditures be noted and estimates revised, if necessary, to avoid financial distress. Budget amendments are thus considered prudent financial management techniques and are deemed to fulfill the requirements of City Charter.

#### **V. FINANCIAL REPORTING**

- A. Following the conclusion of the fiscal year, the Director of Finance shall cause to be prepared a Comprehensive Annual Financial Report (CAFR) in accordance with generally

accepted accounting and financial reporting principles established by industry practice and statements issued by the Governmental Accounting Standards Board (GASB). The document shall also satisfy all criteria of the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting Program.

- B. The CAFR shall show the status of the city's finances on the basis of generally accepted accounting principles (GAAP). The CAFR shall show fund revenues and expenditures on both a GAAP basis and budget basis for comparison purposes. In most cases, this reporting conforms to the way the city prepares its budget. Differences in format are acknowledged through reconciliations. Liabilities for post-employment benefits and compensated absences (accrued but unused sick and vacation leave) are not reflected in the budget, but are accounted for in the CAFR's government-wide financial statements. The government-wide financial statements modify the presentation of the governmental funds by presenting their results in the same manner as proprietary funds.
- C. Included as part of the CAFR shall be the results of the annual audit prepared by independent certified public accountants designated by the City Council.
- D. Each fiscal year, the Director of Finance will analyze accounts receivable balances and, if necessary, write off uncollectible accounts in accordance with applicable statutes after review by the City Manager or his designee.
- E. The City Manager shall present a monthly financial report and such additional information as may be required by the City Council. All income and expenses for the preceding month and for the year to date shall be shown and compared to the fiscal budget. These reports will be prepared by the Finance Department and distributed to and reviewed by each department head. Information obtained from financial reports and other operating reports is to be used by department heads to monitor and control the budget as authorized by the City Manager.
- F. The auditor's report on City's financial statements shall be completed and submitted to the City Council within one hundred twenty (120) days after the City's fiscal year end.

## VI. REVENUES

- A. To protect the City of Kennedale's financial integrity, the City will maintain a diversified and stable revenue system to shelter it from fluctuations in any particular revenue source.
  - 1) The City will strive to keep the revenue system simple, which will result in a decrease of compliance costs for the taxpayer or service recipient and a corresponding decrease in avoidance to pay.

- 2) The City will strive to understand its revenue sources and predict the reliability of revenue streams. City will enact consistent collection policies so that management may reasonably rely upon the certainty that revenues will materialize according to budgets, plans, and programs.
- B. For every annual budget, the City of Kennedale shall levy two property tax rates: operation/maintenance and debt service. The debt service levy shall be sufficient for meeting all principal and interest payments associated with the City's outstanding debt for that budget year. The debt service levy and related debt service expenditures shall be accounted for in the General Debt Service fund. The operation and maintenance levy shall be accounted for in the General Fund.
- 1) The City of Kennedale will maintain a policy of levying the lowest tax rate on the broadest tax base. Mandated exemptions will be provided to home owners, senior citizens and disabled citizens. On an annual basis during the budget process, City Council will review the exemption for senior citizens and disabled persons with a goal to maintain a tax benefit of approximately 30% of the average home value.
  - 2) Property shall be assessed at 100% of the fair market value as appraised by Tarrant Central Appraisal District. Reappraisal and reassessment will be done regularly as required by State law. A 99% collection rate on current assessments and a 1% collection rate on delinquent assessments and penalties will serve as "the goal" for tax collections.
- C. The City of Kennedale will establish user charges and fees at a level that attempts to recover the full cost of providing the service.
- 1) User fees, particularly utility rates, should identify the relative costs of serving different classes of customers.
  - 2) The City will make every reasonable attempt to ensure accurate measurement of variables impacting taxes and fees (e.g. verification of business sales tax payments, verification of appraisal district property values, accuracy of water meters, etc.)
  - 3) The City will strive to maintain equity in the revenue system structure. That is, the City will seek to minimize or eliminate all forms of subsidization among entities, funds, services, utilities, and customers.
- D. The City of Kennedale will attempt to maximize the application of its financial resources by obtaining supplementary funding through agreements with other public and private agencies for the provision of public services or the construction of capital improvements. The City of Kennedale will consider market rates and charges levied by

other public and private organizations for similar services in establishing tax rates, fees and charges.

- E. When developing the annual budget, the City Manager shall project revenues from every source based on actual collections from the preceding year and estimated collections of the current fiscal year, while considering known circumstances, which will impact revenues for the new fiscal year. The revenue projections for each fund should be made conservatively so that total actual fund revenues exceed budgeted projections.

## VII. OPERATING EXPENDITURES

- A. Operating expenditures shall be accounted, reported, and budgeted for in the following major categories:
  - 1) Personnel
  - 2) Supplies
  - 3) Maintenance
  - 4) Sundry
  - 5) Debt
  - 6) Transfers
  - 7) Capital
  - 8) Grants
- B. The annual budget shall appropriate sufficient funds for operating, recurring expenditures necessary to maintain established quality and scope of city services.
- C. The City of Kennedale will constantly examine the methods for providing public services in order to reduce operating, recurring expenditures and/or enhance quality and scope of public services with no increase to cost.
- D. Personnel expenditures will reflect the minimum staffing needed to provide established quality and scope of city services. To attract and retain employees necessary for providing high-quality service, the City shall maintain a compensation and benefit package competitive with the public and, when quantifiable, private service industries.
- E. Supplies expenditures shall be sufficient for ensuring the optimal productivity of City employees.
- F. Maintenance expenditures shall be sufficient for addressing the deterioration of the City's capital assets to ensure the optimal productivity of the capital assets. Maintenance should be conducted to ensure a relatively stable level of maintenance expenditures for every budget year.

- G. Sundry expenditures include fees for attorneys, auditors, consultants and other services that require specialized expertise.
- H. The City of Kennedale will utilize contracted labor for the provision of city services whenever private contractors can perform the established level of service at less expense to the City. The City will regularly evaluate its agreements with private contractors to ensure the established levels of service are performed at the lowest possible cost.
- I. Existing capital equipment shall be replaced when needed to ensure the optimal productivity of City of Kennedale employees. New capital purchases shall be made only to enhance employee productivity, improve quality of service, or expand scope of service.
- J. To assist in controlling the growth of operating expenditures, operating departments will submit their annual budgets to the City Manager within fiscal parameters provided by the City Manager's Office.
- K. All purchases shall be in accordance with City's Purchasing Policy and in accordance with State law.
- L. All invoices will be paid within thirty (30) days of receipt in accordance with State law. Procedures will be used to take advantage of all purchase discounts where considered cost effective. Payments will be processed in order to maximize the city's investable cash.
- M. The City will pursue every opportunity to provide for the public's and City employees' safety. Health insurance coverage and property and casualty insurance coverage will be reviewed annually as to amount of coverage provided and cost effectiveness.
- N. The City will maintain property, liability and workman's compensation coverage through participation in the Texas Municipal League's (TML) Intergovernmental Risk Pool. The Pool maintains reinsurance coverage to protect the Pool in the event of excessive losses.

**XIII. DEBT EXPENDITURES**

- A. The City of Kennedale will issue debt only to fund capital projects, which cannot be supported by current, annual revenues.
- B. The City will strive to maintain a bond coverage ratio of 1.50 times in the Water/Sewer Fund.
- C. To minimize interest payments on issued debt, the City will maintain a rapid debt retirement policy by issuing debt with maximum maturities not exceeding 20 years (i.e.,

the life of the bonds will not exceed the useful life of the projects financed). Retirement of debt principal will be structured to ensure constant annual debt payments.

- D. The City of Kennedale will attempt to maintain unenhanced, underlying base bond ratings (prior to insurance) of A+ (Standard & Poor's) on its general obligation debt. The City shall continue to seek to enhance its credit quality by frequent contact and visits with the rating agencies and monitoring the current trends and guidance from the agencies.
- E. When needed to minimize annual debt payments, the City of Kennedale will obtain insurance for new debt issues.
- F. In order to minimize the impact of debt issuance on the property tax rate and to assist the City in meeting its arbitrage requirements, the City will consider the sequential sale of bonds for the purpose of financing capital projects.
- G. The City will maintain procedures that comply with arbitrage rebate and other federal requirements. City will attempt, within legal bounds, to adopt strategies, which will minimize the arbitrage rebate of interest earnings on unspent bond proceeds it must pay to the federal government.

#### **IX. CAPITAL EXPENDITURES**

- A. The City of Kennedale will develop a multi-year plan for capital projects, which identifies all projects likely to be constructed within a five year horizon. The multi-year plan will reflect for each project the likely source of funding and attempt to quantify the project's impact to future operating expenditures.
- B. Capital projects will be constructed to:
  - a. Protect or improve the community's quality of life;
  - b. Protect or enhance the community's economic vitality;
  - c. Support new development; and/or
  - d. Provide significant rehabilitation of City infrastructure for sustained service.
- C. Capital project expenditures will not be authorized by the City Council without identification and commitment of revenue sources sufficient to fund the improvement. Potential funding sources include, but are not limited to, reserve funds, debt issuances, matching fund revenues, user fees, grants, or reallocation of existing capital funds with the recognition that construction of previously authorized capital projects may be delayed or postponed.

- D. Capital Improvement Planning and Programming shall include the following categories for the determination of funding for individual projects: design costs, right-of-way costs, utility construction/adjustment costs, construction costs, appropriate contingency funds, furnishings and equipment, and direct project administration services provided by City employees or outside forces.
- E. Cost incurred for advanced planning of capital projects may be funded from reimbursement of appropriate debt or operating funds.
- F. The City will intend to maintain adequate funding levels in the developer participation fund to ensure that no City obligation for participation goes unfunded for a period of more than one (1) year.
- G. The City will utilize \$5,000 as its threshold for capital purchases.
- H. To minimize the issuance of debt, the City of Kennedale will attempt to support capital projects with appropriations from operating revenues or excess fund balances (i.e. "pay-as-you-go").

**X. UTILITY CAPITAL EXPENDITURES**

- A. The City of Kennedale uses three funding sources for Utility Capital expenditures.
  - 1) Utility rates are designed to provide for a depreciation reserve, which accumulates resources to replace or rehabilitate aging infrastructure.
  - 2) The multi-year financial plan provides debt strategies to finance needed capital items.
  - 3) Annual transfers may be made from utility operations to maintain adequate funding for capital items.

**XI. FUND TRANSFERS**

- A. Fund transfers may occur when surplus fund balances are used to support non-recurring capital expenses or when needed to satisfy debt service obligations.
- B. Fund transfers are used to pay for the following types of costs:
  - 1) Administrative - Transfer from Water/Sewer Fund (Proprietary Fund) and Economic Development Corporation Fund (Component Unit) to reimburse the General Fund for recurring support costs, such as personnel, materials, etc.

- 2) Franchise Fees – Transfer from Water/Sewer Fund (Proprietary Fund) to the Street Improvement Fund (General Fund) to pay franchise fees. These are otherwise known as right-of-way fees.

**XII. LONG-TERM FINANCIAL PLAN**

The City of Kennedale will adopt the annual budget in the context of a long-term financial plan, or other multi-year budget analysis. The long-term financial plans will establish assumptions for revenues, expenditures and changes to fund balances over a five year horizon. The assumptions will be evaluated periodically as part of the budget development process.

**CITY OF KENNEDALE**



**FUND BALANCE POLICY**

ORIGINALLY ADOPTED BY CITY COUNCIL: SEPTEMBER 22, 2011

## **PREFACE**

The purpose of this policy is to establish guidelines for fund balance levels within each of City of Kennedale's funds. It is essential that the City maintain adequate levels of fund balance to mitigate financial risk that can occur from unforeseen revenue fluctuations, unanticipated expenditures, or adverse circumstances. The fund balance level is also designed to provide an appropriate amount of working capital for the City's general operations. In general, the City of Kennedale should strive to avoid appropriating fund balance for recurring expenses. However, in the event that fund balance is used to support recurring expenses, the budget should clearly identify the uses of fund balance and provide an explanation of the circumstances requiring the use of fund balance. In addition, the budget should also address the future potential uses of fund balance for operating expenditures.

## **SUBSEQUENT REVIEW & ADOPTION**

OCTOBER 3, 2012  
OCTOBER 1, 2013  
OCTOBER 13, 2014  
OCTOBER 19, 2015  
OCTOBER 17, 2016  
JUNE 18, 2018

## I. BACKGROUND

The Governmental Accounting Standards Board (GASB) has adopted Statement 54 (GASB 54), a new standard for governmental fund balance reporting and governmental fund type definitions that became effective in governmental fiscal years starting after June 15, 2010.

The City of Kennedale elects to implement GASB 54 requirements, and to apply such requirements to its financial statements beginning with the current October 1, 2010 – September 3, 2011 fiscal year.

## II. DEFINITIONS & CATEGORIES

Fund Balance is defined as the difference between a fund's assets and liabilities. According to the Governmental Accounting Standards Board (GASB) statement number 54, fund balance must be allocated into one the following five categories:

*Non-Spendable Fund Balance* - Includes amounts that are not in a spendable form or are legally or contractually required to be maintained intact. Examples include inventory or endowments.

*Restricted Fund Balance* - Includes amounts that can be spent only for the specific purposes stipulated by external resource providers either constitutionally or through enabling legislation. Examples include grants and hotel occupancy taxes.

*Committed Fund Balance* - Includes amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority. Commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.

*Assigned Fund Balance* - Comprises amounts intended to be used by the government for specific purposes. Intent can be expressed by the governing body or by an official or body to which the governing body delegates the authority. In governmental funds other than the general fund, assigned fund balance represents the amount that is not restricted or committed. This indicates that resources in other governmental funds are, at a minimum, intended to be used for the purpose of that fund.

*Unassigned Fund Balance* - Is the residual classification of the general fund and includes all amounts not contained in the other classifications. Unassigned amounts are technically available for any purpose.

**Note: The above fund balance categories only apply to governmental funds.**

### III. POLICY

#### *Committed Fund Balance*

The City Council is the City's highest level of decision-making authority and the formal action that is required to be taken to establish, modify, or rescind a fund balance commitment is an ordinance adopted by the City Council. The ordinance must either adopt or rescind the commitment, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in the subsequent period.

#### *Assigned Fund Balance*

The City Council authorizes the City Manager, Director of Finance or their designee as the official authorized person to assign fund balance to a specific purpose approved by this fund balance policy.

#### *Order of Expenditure of Fund Balance*

When multiple categories of fund balance are available for expenditure (for example, a construction project is being funded partly by a grant, funds set aside by the City Council, and unassigned fund balance), the City will start with the most restricted category and spend those funds first before moving down to the next category with available funds. Normally, this would result in the use of restricted, then committed, then assigned, and lastly, unassigned fund balance.

#### *Minimum Unassigned Fund Balance*

It is the goal of the City to achieve and maintain an unassigned fund balance in the general fund and all operating funds equal to eighteen percent (18%) with a goal of twenty-five percent (25%) of budgeted expenditures for unanticipated expenditures, unforeseen revenue fluctuations, or other adverse circumstances. The fund balance level, however, may be reduced to the equivalent of twelve percent (12%) of budgeted expenditures in unusual financial circumstances. However, if such a situation occurs, the City will implement necessary corrective action within a five-year plan to restore the unassigned fund balance to eighteen percent (18%) to twenty-five percent (25%) of budgeted expenditures.

As for the General Fund Debt Service Fund, it is the goal of the City to achieve and maintain an unassigned fund balance equal to seven percent (7%) with a goal of ten percent (10%). Should the fund balance level be reduced to five percent (5%) in unusual financial circumstances, the City will implement necessary corrective action within a five-year plan to restore the unassigned fund balance to seven percent (7%) to ten percent (10%) of budgeted expenditures. If restoring the General Fund Balance and General Fund Debt Service Fund balance are in conflict, restoring the General Fund Balance takes priority.

*Non-Governmental Fund Balance*

The fund balance categories discussed above do not apply to proprietary funds according to GASB 54. While not required by the GASB, the City recognizes the need to apply a minimum balance policy to the proprietary funds maintained by the City. Therefore, the City shall maintain a minimum ending working capital balance (current assets minus current liabilities) of eighteen percent (18%) with a goal of twenty-five percent (25%) of budgeted expenditures for the Water/Sewer Fund. If the working capital level should fall below the desired minimum, the City will implement necessary corrective action within a five-year plan to restore the working capital balance to eighteen percent (18%) to twenty percent (25%) of budgeted expenditures.

**APPENDIX E: INVESTMENT POLICY**

**CITY OF KENNEDALE**



**INVESTMENT POLICY**

**ORIGINALLY ADOPTED BY CITY COUNCIL: SEPTEMBER 13, 2001**

## PREFACE

State and local public laws govern the investment process for City funds. Laws cannot ensure that public officials manage public funds in a disciplined and prudent manner. The actions of public officials responsible for investing public funds must be guided by knowledge, skills, systems, policies, procedures and confidence that can be described only as professional discipline.

It is the policy of the City of Kennedale, that giving due regard to safety and risk of investments, all available funds shall be invested in conformance with these legal and administrative guidelines. All City funds shall be invested, to the maximum extent possible, at the highest rates obtainable at the time of the investment.

Effective cash management is recognized as essential to good fiscal management. An aggressive cash management and investment policy will be pursued. To that end, investment interest will be used as a viable and material revenue source for all City funds. Earnings from investments will be used in a manner that will best serve the interest of the City of Kennedale.

The City's portfolio shall be designed and managed in a manner responsive to the public trust and consistent with state and local law.

## SUBSEQUENT REVIEW & ADOPTION

SEPTEMBER 12, 2002  
OCTOBER 9, 2003  
SEPTEMBER 9, 2004  
SEPTEMBER 13, 2005  
SEPTEMBER 14, 2006  
SEPTEMBER 13, 2007  
NOVEMBER 13, 2008  
NOVEMBER 5, 2009  
NOVEMBER 17, 2011  
OCTOBER 3, 2012  
OCTOBER 1, 2013  
OCTOBER 13, 2014  
OCTOBER 19, 2015  
OCTOBER 17, 2016  
JUNE 18, 2018

**I. PURPOSE**

Chapter 2256 of the Government Code, as amended from time to time by the Texas State Legislature (“Public Funds Investment Act”) requires each city to adopt rules governing its investment practices and to define the authority of the investment official. The Investment Policy addresses the methods, procedures and practices which must be exercised to ensure effective and prudent fiscal management of the City of Kennedale funds.

**II. SCOPE**

The Investment Policy applies to the investment and management of all funds under direct authority of the City of Kennedale.

A. These funds are accounted for in the City’s Annual Financial Report (CAFR) and include the following:

- 1) General Fund;
- 2) Special Revenue Funds;
- 3) Capital Project Funds;
- 4) Enterprise/Proprietary Funds;
- 5) Trust and Agency Funds, to the extent not required by law or existing contract to be kept segregated and managed separately;
- 6) Debt Service Funds, including reserves and sinking funds to the extent not required by law or existing contract to be kept segregated and managed separately; and
- 7) Any new fund created by the City, unless specifically exempted from this policy by the City or by law.

This investment policy shall apply to all transactions involving the financial assets and related activity of all the foregoing funds.

B. This policy excludes:

- 1) Employee Retirement and Pension Funds administered or sponsored by the City.

2) Defeased bond funds held in trust escrow accounts.

C. Review & Amendment: The City Council is required by state statute and by this investment policy to review this investment policy and investment strategies not less than annually and to adopt a resolution stating the review has been completed and recording any changes made to either the policy or strategy statements.

### III. PRUDENCE

Investments shall be made with judgment and care, under prevailing circumstances, that a person of prudence, discretion, and intelligence would exercise in the management of the person's own affairs, not for speculation, but for investment, considering the probable safety of capital and the probable income to be derived.

In determining whether an investment official has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration:

- 1) the investment of all funds, or funds under the entity's control, over which the officer had responsibility rather than a consideration as to the prudence of a single investment; and
- 2) whether the investment decision was consistent with the written investment policy of the City.

All participants in the investment program will seek to act responsibly as custodians of the public trust. Investment officials will avoid any transaction that might impair public confidence in the City's ability to govern effectively. Investment officials shall recognize that the investment portfolio is subject to public review and evaluation. The overall program shall be designed and managed with a degree of professionalism which is worthy of the public trust. Nevertheless, the City recognizes that in a marketable, diversified portfolio, occasional measured losses are inevitable and must be considered within the context of the overall portfolio's investment rate of return.

Investment officials, acting in accordance with written procedures and exercising due diligence, shall not be held personally responsible for market price changes, provided that these deviations from expectations are reported immediately to the Director of Finance, the City Manager and the City Council of the City of Kennedale, and that appropriate action is taken by the investment officials and their oversight managers to control adverse developments.

**IV. OBJECTIVES**

- A. Preservation & Safety of Principal: Preservation of capital is the foremost objective of the City. Each investment transaction shall seek first to ensure that capital losses are avoided, whether the loss occurs from the default of a security or from erosion of market value.
- B. Liquidity: The City's investment portfolio will remain sufficiently liquid to enable the City to meet all operating requirements which can be reasonably anticipated. Liquidity will be achieved by matching investment maturities with forecasted cash flow requirements and by investing in securities with active secondary markets.
- C. Yield: The investment portfolio of the City shall be designed to meet or exceed the average rate of return on 91-day U.S. treasury bills throughout budgetary and economic cycles, taking into account the City's investment risk constraints and the cash flow characteristics of the portfolio. Legal constraints on debt proceeds that are not exempt from federal arbitrage regulations are limited to the arbitrage yield of the debt obligation. Investment officials will seek to maximize the yield of these funds in the same manner as all other City funds. However, if the yield achieved by the City is higher than the arbitrage yield, positive arbitrage income will be averaged over a five year period, netted against any negative arbitrage income and the net amount shall be rebated to the federal government as required by federal regulations.

**V. RESPONSIBILITY & CONTROL**

- A. Delegation: Management responsibility to establish written procedures for the operation of the investment program consistent with this investment policy has been assigned to the Director of Finance by the City Manager. Such procedures shall include explicit delegation of authority to persons responsible for the daily cash management operation, the execution of investment transactions, overall portfolio management and investment reporting. The Director of Finance may delegate the daily investment responsibilities to either an internal investment official or an external investment advisor in combination with an internal investment official. The Director of Finance and/or his representative(s) will be limited by conformance with all federal regulations, ordinances, and the statements of investment strategy.
- B. Subordinates: All persons involved in investment activities shall be referred to as "Investment Officials." No person shall engage in an investment transaction, except as provided under the terms of this policy, the procedures established by the Director of Finance and the explicit authorization by the City Manager to withdraw, transfer, deposit and invest the City's funds. The Director of Finance shall be responsible for all

transactions undertaken, and shall establish a system of controls to regulate the activities of subordinate Investment Officials.

- C. Internal Controls: Internal controls shall be designed to prevent losses of public funds arising from fraud, employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by investment officials. Controls deemed most important would include: control of collusion, separation of duties, third-party custodial safekeeping, avoidance of bearer-form securities, clear delegation of authority, specific limitations regarding securities losses and remedial action, written confirmation of telephone transactions, minimizing the number of authorized investment officials, and documentation of and rationale for investment transactions.

In conjunction with the annual independent audit, a compliance audit of management controls on investments and adherence to the Investment Policy and the Investment Strategy may be performed by the City's independent auditor.

- D. Ethics & Conflicts of Interest: An investment officer of the City who has a personal business relationship with a business organization offering to engage in an investment transaction with the City shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree of affinity or consanguinity to an individual seeking to sell an investment to the City shall file a statement disclosing that relationship with the Texas Ethics Commission and the City Council. For purposes of this section, an investment officer has a personal business relationship with a business organization if:

- 1) the investment officer owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
- 2) funds received by the investment officer from the business organization exceed 10 percent of the investment officer's gross income for the previous year; or
- 3) the investment officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the investment officer.

Investment officials of the City shall refrain from personal and business activities involving any of the City's custodians, depositories, broker/dealers or investment advisors which may influence the officer's ability to conduct his duties in an unbiased manner. Investment officials will not utilize investment advice concerning specific securities or classes of securities obtained in the transaction of the City's business for personal investment decisions, will in all respects subordinate their personal investment transactions to those of the City, particularly with regard to the timing of purchase and sales and will keep all investment advice obtained on behalf of the City

and all transactions contemplated and completed by the City confidential, except when disclosure is required by law.

- E. Investment Training Requirements: The Director of Finance and the Investment officials shall attend at least one ten hour training session relating to their investment responsibilities within 12 months after assuming their duties. In addition to this ten hour requirement, each investment officer shall receive not less than eight hours of instruction in their investment responsibilities at least once during each two year period that begins on October 1<sup>st</sup> and consists of the two consecutive fiscal years after that date. The investment training session shall be provided by an independent source. For purposes of this policy, an "independent source" from which investment training shall be obtained shall include a professional organization, an institute of higher learning or any other sponsor other than a Business Organization with whom the City of Kennedale may engage in an investment transaction. Such training shall include education in investment controls, credit risk, market risk, investment strategies, and compliance with investment laws, including the Texas State Public Funds Investment Act.

**VI. AUTHORIZED INVESTMENTS**

- A. Obligations, including letters of credit, of the United States or its agencies and instrumentalities.
- B. Direct obligations of the State of Texas or its agencies and instrumentalities.
- C. Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, the State of Texas, or the United States or its instrumentalities.
- D. Obligations of states, agencies, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than "A" or its equivalent.
- E. Joint Investment Pools of political subdivisions in the State of Texas which invest in instruments and follow practices allowed by current law. A pool must be continuously rated no lower than AAA or AAA-m or at an equivalent rating by at least one nationally recognized rating service.
- F. Certificates of Deposit issued by a depository institution that has its main office or branch office in Texas;
  - 1) and such Certificates of Deposit are:
    - guaranteed or insured by the Federal Deposit Insurance Corporation or the National Credit Union Share Insurance Fund or their successors; or

- secured by obligations described in Article VI, sections A through D above.
- 2) or such depository institution contractually agrees to place the funds in federally insured depository institutions in accordance with the conditions prescribed in Section 2256.010(b) of the Government Code (Public Funds Investment Act) as amended.

Certificates of Deposit brokered by an authorized broker/dealer that has its main office or a branch office in Texas who contractually agrees to place the funds in federally insured depository institutions in accordance with the conditions prescribed in Section 2256.010(b) of the Government Code (Public Funds Investment Act) as amended.

- G. Fully collateralized repurchase or reverse repurchase agreements, including flexible repurchase agreements (flex repo), with a defined termination date secured by a combination of cash and obligations of the United States or its agencies and instrumentalities pledged to the City held in the City's name by a third party selected by the City. Repurchase agreements must be purchased through a primary government securities dealer, as defined by the Federal Reserve, or a financial institution doing business in Texas. The securities received for repurchase agreements must have a market value greater than or equal to 103 percent at the time funds are disbursed. All transactions shall be governed by a Master Repurchase Agreement between the City and the primary government securities dealer or financial institution initiating Repurchase Agreement transactions.

The term of any reverse security repurchase agreement may not exceed 90 days after the date the reverse security repurchase agreement is delivered. Money received under the terms of a reverse security repurchase agreement shall be used to acquire additional authorized investments, but the term of the authorized investments acquired must mature not later than the expiration date stated in the reverse security repurchase agreement.

- H. No-load money market mutual funds if the mutual fund:
  - 1) is registered with and regulated by the Securities and Exchange Commission;
  - 2) has a dollar-weighted average stated maturity of 90 days or fewer; and
  - 3) includes in its investment objectives the maintenance of a stable net asset value of one dollar for each share.
- I. Investment instruments not authorized for purchase by the City of Kennedale include the following:

- 1) Banker's Acceptances;
  - 2) "Bond" Mutual Funds;
  - 3) Collateralized Mortgage Obligations of any type; and
  - 4) Commercial Paper, except that the City can invest in local government investment pools and money market mutual funds that have commercial paper as authorized investments. A local government investment pool or money market mutual fund that invests in commercial paper must meet the requirements of Article VI, Sections E and H above.
- J. If an investment in the City's portfolio becomes an unauthorized investment due to changes in the Investment Policy or the Public Funds Investment Act, or an authorized investment is rated in a way that causes it to become an unauthorized investment, the investment officials of the City shall review the investment and determine whether it would be more prudent to hold the investment until its maturity, or to redeem the investment. Officials shall consider the time remaining until maturity of the investment, the quality of the investment, and the quality and amounts of any collateral which may be securing the investment in determining the appropriate steps to take.

#### VII. PORTFOLIO AND INVESTMENT ASSET PARAMETERS

- A. Bidding Process for Investments: It is the policy of the City to require competitive bidding for all investment transactions (securities and bank C.D.'s) except for:
- 1) transactions with money market mutual funds and local government investment pools (which are deemed to be made at prevailing market rates); and
  - 2) treasury and agency securities purchased at issue through an approved broker/dealer.

At least three (3) bids or offers must be solicited for all other investment transactions. In a situation where the exact security being offered is not offered by other dealers, offers on the closest comparable investment may be used to establish a fair market price of the security. Security swaps are allowed, as long as maturity extensions, credit quality changes and profits or losses taken are within the other guidelines set forth in this policy.

- B. Maximum Maturities: The City of Kennedale will manage its investments to meet anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than five (5) years from the date of purchase.

- C. Maximum Dollar-Weighted Average Maturity: Under most market conditions, the composite portfolio will be managed to achieve a one-year or less dollar-weighted average maturity. However, under certain market conditions investment officials may need to shorten or lengthen the average life or duration of the portfolio to protect the City. The maximum dollar-weighted average maturity based on the stated final maturity, authorized by this investment policy for the composite portfolio of the City shall be three (3) years.
- D. Diversification: The allocation of assets in the portfolios should be flexible depending upon the outlook for the economy and the securities markets. In establishing specific diversification strategies, the following general policies and constraints shall apply.
- 1) Portfolio maturities and call dates shall be staggered in a way that avoids undue concentration of assets in a specific sector. Maturities shall be selected which provide for stability of income and reasonable liquidity.
  - 2) To attain sufficient liquidity, the City shall schedule the maturity of its investments to coincide with known disbursements. Risk of market price volatility shall be controlled through maturity diversification such that aggregate realized price losses on instruments with maturities exceeding one (1) year shall not be greater than coupon interest and investment income received from the balance of the portfolio.
  - 3) The following maximum limits, by instrument, are established for the City's total portfolio:
    - Certificates of Deposit.....50%
    - Local Government Investment Pools (*See D.(5) below*).....100%
    - Money Market Mutual Funds (*See D.(5) below*).....100%
    - Obligations of states, agencies, cities & other political subdivisions of any state.....25%
    - Repurchase Agreements (*See D. (4) below*).....50%
    - State of Texas Obligations & Agencies.....50%
    - US Treasury & US Agency Callables.....25%
    - US Government Agencies & Instrumentalities.....100%
    - US Treasury Notes/Bills.....100%
  - 4) The City shall not invest more than 50% of the investment portfolio in repurchase agreements, excluding bond proceeds and reserves.
  - 5) The investment committee shall review diversification strategies and establish or confirm guidelines on at least an annual basis regarding the percentages of the total portfolio that may be invested in securities other than U.S.

Government Obligations. The investment committee shall review quarterly investment reports and evaluate the probability of market and default risk in various investment sectors as part of its consideration.

**VIII. AUTHORIZED BROKER/DEALERS & FINANCIAL INSTITUTIONS**

- A. Investment officials will maintain a list of financial institutions and broker/dealers selected by credit worthiness, who are authorized to provide investment services to the City. These firms may include:
  - 1) all primary government securities dealers; and
  - 2) those regional broker/dealers who qualify under Securities and Exchange Commission Rule 15C3-1(uniform net capital rule), and who meet other financial credit criteria standards in the industry.

The investment officials may select up to six (6) firms from the approved list to conduct a portion of the daily City investment business. These firms will be selected based on their competitiveness, participation in agency selling groups and the experience and background of the salesperson handling the account. The approved broker/dealer list will be reviewed and approved along with this investment policy at least annually by the investment committee.

- B. All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the investment officials with the following:
  - 1) Audited financial statements;
  - 2) Proof of National Association of Securities Dealers (N.A.S.D.) certification, unless it is a bank;
  - 3) Resumes of all sales representatives who will represent the financial institution or broker/dealer firm in dealings with the City; and
  - 4) An executed written instrument, by the qualified representative, in a form acceptable to the City and the business organization substantially to the effect that the business organization has received and reviewed the investment policy of the City and acknowledges that the business organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the City and the organization that are not authorized by the City's investment policy, except to the extent that this authorization is dependent on an analysis of the makeup of the City's entire portfolio or requires an interpretation of subjective investment standards.

**IX. SAFEKEEPING & CUSTODY OF INVESTMENT ASSETS**

All security transactions, including collateral for repurchase agreements entered into by the City shall be conducted using the delivery vs. payment (DVP) basis. That is, funds shall not be wired or paid until verification has been made that the correct security was received by the safekeeping bank. The only exceptions to DVP settlement shall be wire transactions for money market funds and government investment pools. The safekeeping or custody bank is responsible for matching up instructions from the City's investment officials on an investment settlement with what is wired from the broker/dealer, prior to releasing the City's designated funds for a given purchase. The security shall be held in the name of the City or held on behalf of the City in a bank nominee name. Securities will be held by a third party custodian designated by the investment officials and evidenced by safekeeping receipts or statements. The safekeeping bank's records shall assure the notation of the City's ownership of or explicit claim on the securities. The original copy of all safekeeping receipts shall be delivered to the City. A safekeeping agreement must be in place which clearly defines the responsibilities of the safekeeping bank.

**X. COLLATERAL**

The City's depository bank shall comply with Chapter 2257 of the Government Code, Collateral for Public Funds, as required in the City's bank depository contract.

- A. Market Value: The Market Value of pledged Collateral must be equal to or greater than 102% of the principal and accrued interest for cash balances in excess of the Federal Deposit Insurance Corporation (FDIC) or National Credit Union Share Insurance Fund (NCUSIF) insurance coverage. The Federal Reserve Bank and the Federal Home Loan Bank are designated as custodial agents for collateral. An authorized City representative will approve and release all pledged collateral. The securities comprising the collateral will be marked to market on a monthly basis using quotes by a recognized market pricing service quoted on the valuation date, and the City will be sent reports monthly.
- B. Collateral Substitution: Collateralized investments often require substitution of collateral. The Safekeeping bank must contact the City for approval and settlement. The substitution will be approved if its value is equal to or greater than the required collateral value.
- C. Collateral Reduction: Should the collateral's market value exceed the required amount, the Safekeeping bank may request approval from the City to reduce Collateral. Collateral reductions may be permitted only if the collateral's market value exceeds the required amount.

- D. Letters of Credit: Letters of Credit, as defined in Article VI (A), are acceptable collateral for Certificates of Deposit. Upon the discretion of the City, a Letter of Credit can be acceptable collateral for City funds held by the City's bank depository.

#### XI. INVESTMENT REPORTS

- A. Reporting Requirements: The investment officials shall prepare a quarterly investment report in compliance with section 2256.023 of the Public Funds Investment Act of the State of Texas. The report shall be submitted to the City Council and the Investment Committee within 30 days following the end of the quarter.
- B. Investment Records: An investment official designated by the City Manager shall be responsible for the recording of investment transactions and the maintenance of the investment records with reconciliation of the accounting records and of investments carried out by an accountant. Information to maintain the investment program and the reporting requirements, including pricing or marking to market the portfolio, may be derived from various sources such as: broker/dealer research reports, newspapers, financial on-line market quotes, direct communication with broker/dealers, market pricing services, investment software for maintenance of portfolio records, spreadsheet software, or external financial consulting services relating to investments.
- C. Auditor Review: The City's independent external auditor may formally review the quarterly investment reports annually to ensure compliance with the State of Texas Public Funds Investment Act, and any other applicable State Statutes.

#### XII. INVESTMENT COMMITTEE

- A. Members: An Investment Committee, consisting of the City Manager or designee and the Director of Finance, shall review the City's investment strategies and monitor the results of the investment program at least quarterly. This review can be done by reviewing the quarterly written reports and by holding committee meetings as necessary. The committee will be authorized to invite other advisors to attend meetings as needed.
- B. Scope: The Investment Committee shall include in its deliberations, such topics as economic outlook, investment strategies, portfolio diversification, maturity structure, potential risk to the City's funds, evaluation and authorization of broker/dealers, rate of return on the investment portfolio, review and approval of training providers and compliance with the investment policy. The Investment Committee will also advise the City Council of any future amendments to the investment policy that are deemed necessary or recommended.

### XIII. INVESTMENT STRATEGY STATEMENTS

The City of Kennedale portfolio will be structured to benefit from anticipated market conditions and to achieve a reasonable return. Relative value among asset groups shall be analyzed and pursued as part of the investment program within the restrictions set forth by the investment policy. The City of Kennedale maintains portfolios which utilize four specific investment strategy considerations designed to address the unique characteristics of the fund groups represented in the portfolios.

#### A. Operating Funds

- 1) Suitability - All investments authorized in the Investment Policy are suitable for Operating Funds.
- 2) Preservation & Safety of Principal - All investments shall be high quality securities with no perceived default risk.
- 3) Liquidity - Investment strategies for the pooled operating funds have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The dollar-weighted average maturity of operating funds, based on the stated final maturity date of each security, will be calculated and comply with SEC Rule 2a-7. Investments for these funds shall not exceed an 18-month period from date of purchase.
- 4) Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.
- 5) Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.
- 6) Yield - The City's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Operating Funds shall be the 91 day Treasury bill.

#### B. Reserve & Deposit Funds

- 1) Suitability - All investments authorized in the Investment Policy are suitable for Reserve and Deposit Funds.
- 2) Preservation & Safety of Principal - All investments shall be high quality securities with no perceived default risk.

- 3) Liquidity - Investment strategies for reserve and deposit funds shall have as the primary objective the ability to generate a dependable revenue stream to the appropriate reserve fund from investments with a low degree of volatility. Except as may be required by the bond ordinance specific to an individual issue, investments should be of high quality, with short-to-intermediate-term maturities. The dollar-weighted average maturity of reserve and deposit funds, based on the stated final maturity date of each security, will be calculated and limited to three years or less.
- 4) Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.
- 5) Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.
- 6) Yield - The City's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Reserve and Deposit Funds shall be the 91 day Treasury bill.

C. Bond & Certificate Capital Project Funds & Special Purpose Funds

- 1) Suitability - All investments authorized in the Investment Policy are suitable for Bond and Certificate Capital Project Funds and Special Purpose Funds.
- 2) Preservation & Safety of Principal - All investments shall be high quality securities with no perceived default risk.
- 3) Liquidity - Investment strategies for bond and certificate capital project funds, special projects and special purpose funds portfolios will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The stated final maturity dates of investments held should not exceed the estimated project completion date or a maturity of no greater than five years. The dollar-weighted average maturity of bond and certificate capital project funds and special purpose funds, based on the stated final maturity date of each security, will be calculated and limited to three years or less.
- 4) Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.
- 5) Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

- 6) Yield - The City's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Bond and Certificate Capital Project Funds and Special Purpose Funds shall be the 91 day Treasury bill. A secondary objective of these funds is to achieve a yield equal to or greater than the arbitrage yield of the applicable bond or certificate.

D. Debt Service Funds

- 1) Suitability - All investments authorized in the Investment Policy are suitable for Debt Service Funds.
- 2) Preservation & Safety of Principal - All investments shall be high quality securities with no perceived default risk.
- 3) Liquidity - Investment strategies for debt service funds shall have as the primary objective the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date. Securities purchased shall not have a stated final maturity date which exceeds the debt service payment date. The dollar-weighted average maturity of debt service funds, based on the stated final maturity date of each security, will be calculated and comply with SEC Rule 2a-7.
- 4) Marketability - Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.
- 5) Diversification - Maturities shall be staggered throughout the budget cycle to provide cash flows based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.
- 6) Yield - The City's objective is to attain a competitive market yield for comparable securities and portfolio constraints. The benchmark for Debt Service Funds shall be the 91 day Treasury bill.

**XIV. ANNUAL REVIEW**

The Director of Finance shall, at a minimum, submit proposed amendments of this policy to the City Council annually.

**APPENDIX A**

CITY OF KENNEDALE, TEXAS  
TEXAS PUBLIC FUNDS INVESTMENT ACT  
CERTIFICATION BY BUSINESS ORGANIZATION

This certification is executed on behalf of the City of Kennedale, Texas and \_\_\_\_\_ (the Business Organization) pursuant to the Public Funds Investment Act, Chapter 2256, Texas Government Code, (the Act) in connection with investment transactions conducted between the Investor and the Business Organization.

The undersigned Qualified Representative of the Business Organization hereby certifies on behalf of the Business Organization that:

The undersigned is a Qualified Representative of the Business Organization offering to enter an investment transaction with the City of Kennedale, Texas (as defined in the Act); and

The Qualified Representative of the Business Organization has received and reviewed the Investment Policy furnished by the City of Kennedale, Texas; and

The Qualified Representative of the Business Organization has implemented reasonable procedures and controls in an effort to preclude investment transactions conducted between the Business Organization and the City of Kennedale, Texas that are not authorized by the investment policy of the City of Kennedale, Texas, except to the extent that this authorization is dependent on an analysis of the makeup of the City of Kennedale, Texas entire portfolio or requires an interpretation of subjective investment standards.

Qualified Representative of the Business Organization

\_\_\_\_\_

Name \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

## APPENDIX F: BUDGET GLOSSARY

### **ACCRUAL BASIS OF ACCOUNTING**

*Method of accounting that recognizes that the financial effect of transactions, events, and inter-fund activities when they occur – regardless of the timing of related cash flows*

### **AD VALOREM (PROPERTY) TAX**

*Tax levied in proportion to the value of the property against which it is levied*

### **APPRAISED VALUE**

*Estimated values of all properties within the jurisdiction that are subject to ad valorem or property tax; Property values for the City of Kennedale are established by the Tarrant Appraisal District (TAD)*

### **APPROPRIATION**

*Authorization granted by a legislative body to make expenditures and/or to incur obligations; Contains specific limitations as to the amount, purpose, and time when it may be expended*

### **APPROPRIATION (BUDGET) ORDINANCE**

*Enactment by the City Council to legally authorize City staff to obligate and expend resources*

### **ASSESSED VALUE**

*Total taxable value placed on real estate and other property as a basis for levying taxes*

### **AUTHORIZED POSITIONS**

*Personnel positions approved and authorized in the Adopted Budget to be staffed/filled during the year*

### **BALANCE SHEET**

*Statement disclosing assets, liabilities, reserves, and balances of a specific fund on a specific date*

### **BEGINNING FUND BALANCE**

*Monies available after payment of all expenses and deductions for that fund's prior year encumbrances*

### **BOND**

*Written promise to pay a sum of money on a certain date at a specific interest rate, as detailed in the authorizing Bond Ordinance*

### **BUDGET**

*Plan of financial operations embodying an estimate of proposed expenditures for a given period and the proposed means of financing those expenditures*

### **BUDGET CALENDAR**

*Approved schedule of key dates that the City follows in the preparation and adoption of a budget*

### **BUDGET DOCUMENT**

*Instrument used by the budget-making authority to present a comprehensive financial plan of operations to the City Council*

### **BUDGET MESSAGE / TRANSMITTAL LETTER / MANAGER'S MESSAGE**

*Written discussion of the proposed budget to the legislative body by the budget-making authority*

### **CAPITAL OUTLAY**

*Expenditures for fixed assets (e.g., equipment, vehicles, and minor facility improvements) that are funded from the operating budget*

### **CITY COUNCIL**

*The Mayor and five Councilmembers functioning as the legislative- and policy-making body of the City*

### **CURRENT TAXES**

*Taxes levied and due within one year*

### **DEBT SERVICE**

*Payment of principal and interest to the holders of a government's debt instruments*

**DEBT SERVICE FUND**

*Fund used for the accumulation of resources for the payment of long-term debt principal and interest*

**DELINQUENT TAXES**

*Taxes remaining unpaid after the date on which a penalty for non-payment is attached (e.g., tax statements mailed in October become delinquent if not paid by January 31)*

**DEPARTMENT**

*Functional and administrative entity created to carry out specified public services*

**ENCUMBRANCE**

*Commitment or setting aside of appropriated funds for a specific future expenditure*

**ESTIMATED REVENUE**

*Amount of projected revenues to be collected during the fiscal year*

**EXPENDITURES**

*Decrease in net financial resources for the purpose of acquiring an asset, service, or settling a loss*

**EXPENSES**

*Decrease in net total assets; charges incurred, whether paid or unpaid, for operation, maintenance, interest, and other charges, which are presumed to benefit the current fiscal period*

**FISCAL YEAR (FY)**

*Twelve- (12) month financial period to which the annual operating budget applies; The City of Kennedale's FY begins on October 1 and ends on September 30 of the following calendar year*

**FIXED ASSET**

*Long-term assets, which are intended to be held or used for a significant period of time (e.g., land, buildings, machinery, or equipment)*

**FRANCHISE FEE**

*Fee paid by public service utilities and providers for the use of public property (right-of-way) in the course of providing services to the citizens of the community*

**FUNCTION**

*Classification of expenditures according to the principal purposes for which they are made*

**FUND**

*Accounting entity with a self-balancing set of accounts that record financial transactions for specific activities or governmental functions*

**FUND BALANCE**

*Term used to express the equity (assets minus liabilities) of governmental funds and trust funds*

**GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)**

*Uniform minimum standards and/or guidelines for financial accounting and reporting that provide a standard by which to measure financial presentations and govern the form and content of the basic financial statements of an entity*

**GENERAL OBLIGATION (GO) BONDS**

*Bonds that finance a variety of public projects and pledge the full faith and credit of the City*

**INFRASTRUCTURE**

*Structures and equipment (e.g., highways, bridges, buildings, and public utilities like water/sewer systems)*

**INTERGOVERNMENTAL REVENUE**

*Revenue collected by one government and distributed to another government*

**INTER-FUND TRANSFERS**

*Legally authorized transfers from a fund receiving revenue to the fund through which the resources are to be expended (e.g., transfers from the General Fund to a Capital Projects Fund)*

**MAINTENANCE**

All materials or contract expenditures covering repair and upkeep of City buildings, machinery, equipment, systems, and land

**MODIFIED ACCRUAL ACCOUNTING**

Basis of accounting in which revenues are recognized in the accounting period during which they become available and measurable; and expenditures in the period in which the fund liability is incurred

**OBJECTIVE**

A clear, measurable statement of aim, performance intentions, and/or expected accomplishments within the fiscal year; Should imply a specific standard for performance for a given program or department

**OPERATING BUDGET**

Plans of current expenditures and the proposed means of financing them; Utilization of an annual operating budget is usually required by law to regulate government spending

**OPERATING COSTS**

Outlays for such current period items as expendable supplies, contractual services, and utilities

**ORDINANCE**

Formal legislative enacted by the governing body of the municipality (the City Council); Revenue-raising measures (such as the imposition of taxes, special assessments, and service charges) universally require ordinances; Legislation is not passed until the plans for and costs of the expenditures are known

**OTHER SERVICES AND CHARGES**

The cost related to services performed for the City by individuals, business, and utilities

**PERSONNEL SERVICES**

Costs associated with compensating employees for their labor including all salaries, wages, and benefits

**RETAINED EARNINGS**

Equity account that reflects the accumulated earnings of an enterprise fund

**REVENUE**

Additions to the City's financial assets (e.g., taxes, grants) which do not – in and of themselves – increase liabilities, provided that there is no corresponding decrease in assets or increase in other liabilities

**REVENUE BONDS**

Bonds whose principal and interest are payable exclusively from a revenue source pledged as the payment source before issuance

**TAX BASE**

Total value of all real and personal property within the City as of January 1 of each year, as certified by the Tarrant Appraisal District (TAD); Represents the net value after all exemptions have been deducted

**TAX LEVY**

Result of multiplying the tax base by the tax rate and dividing that total by \$100.00

**TAX RATE**

The amount of tax stated in terms of a unit of the tax base; For example, the City of Kennedale expresses the tax in terms of dollars per hundred dollars of assessed valuation

**UNENCUMBERED BALANCE**

The amount of an appropriation that is not expended or encumbered; Essentially, the amount of money currently available for future purchases

**WORKING CAPITAL**

The excess of current assets over current liabilities