



City of Seagoville, Texas

Proposed Operating Budget

October 1, 2021 – September 30, 2022

THIS BUDGET WILL RAISE MORE TOTAL PROPERTY TAXES THAN LAST YEAR'S BUDGET BY \$887,866 OR 13.76%, AND OF THAT AMOUNT, \$449,722 IS TAX REVENUE TO BE RAISED FROM NEW PROPERTY ADDED TO THE TAX ROLL THIS YEAR.

City of Seagoville, Texas

Principal City Officials

2021-2022

City Council

Dennis K. Childress	Mayor	Term Expires May 2023
Rick Howard	Council Member, Place 1	Term Expires May 2022
Jose Hernandez	Council Member, Place 2	Term Expires May 2023
Harold Magill	Council Member, Place 3	Term Expires May 2022
Mike Fruin	Mayor Pro-Tem, Place 4	Term Expires May 2023
Jon Epps	Council Member, Place 5	Term Expires May 2022

City Executive Staff

Pat Stallings	City Manager
Gail French	Director of Finance
Ray Calverley	Police Chief
Todd Gilcrease	Fire Chief
Cindy Brown	Director of Administrative Services
Kandi Jackson	City Secretary
Liz Gant	Director of Library
Chris Ryan	Public Works Director
Ladis Barr	Community Development Director



FY 2022 BUDGET CALENDAR

March 23, 2021 April 9, 2021	Staff Budget Discussion Deadline for FY 2021 Expenditure Projections	City Staff/SEDC
May 3, 2021	Review of Mid-Year Projections and FYE Fund Balance Estimate	City Manager, Finance Director, City Council
April 10 – May 28, 2021	Department Operating Budget Preparation, Changes to Fee Schedule	City Manager, Department Heads, Finance
June 2021	Budget Review – All Funds, SEDC and Fee Schedule	City Manager, Department Heads, Finance
June 17, 2021	SEDC Budget Workshop	City Manager, Finance, SEDC Board
June 24, 2021	SEDC Budget Approval	City Manager, Finance, SEDC Board
June, July 2021	Insurance Costs – TML and Health	Human Resources, Finance
July 26, 2021	General Fund and W&S Budget Workshop	City Manager, Finance, City Council
July 26, 2021	Certified Tax Roll	Dallas/Kaufman Appraisal Districts
August 6, 2021	Dallas County Tax Office submits completed “No New Revenue” and “Voter Approved” tax rate worksheets for entities for review and sign off	Dallas County Tax Office
August 9, 2021	Budget Submitted to City Secretary and Council	Finance
August 9, 2021	Provide notice on Website of tax rates, M&O and I&S balances and Debt obligation schedule	Finance
August 16, 2021	Present Budget to Council (Overview)	City Manager, Finance, City Council
August 16, 2021	Resolution Accepting Tax Roll, Discuss Tax Rate and take record vote only if tax rate will EXCEED the No-New Revenue or Voter-Approval Tax Rate (whichever is lower) and Announce Public Hearing on budget (Aug 30 th) and Tax Rates (Sept 13)	City Council
August 30, 2021	Budget Hearing and Overview 1. Proposed Budget FY 2022 2. Hotel/Motel Budget	City Manager, Finance Director, City Council
September 3, 2021	Provide notice of Public Hearing on Website for proposed tax rate	City Secretary, Finance
September 7, 2021	Publish Notice of Public Hearing on Tax Rate Publish “Notice of Meeting to Vote/Adopt on Tax Rate”	City Secretary, Finance
September 13, 2021	Adoption of Budget FY 2022, Tax Rate, Hotel/Motel Budget and Grants, SEDC Budget, Tax Rate Public Hearing	City Council
September 16, 2021	Send Signed Copy of Tax Rate Ordinance to Tax Assessor/Collector	Finance Director
October 1	Fiscal Year 2022 Begins	

City of Seagoville, Texas

Budget Policies

Procedures for preparing and adopting the annual budget

- A comprehensive annual budget will be prepared for all funds expended by the City.
- Appropriations lapse at year-end and may not be carried over to the following fiscal year. Multi-year capital projects will be funded by bond proceeds and have annually adopted budgets.
- The budget will be prepared in a clear manner to facilitate understanding by the citizens.
- All public hearings on the proposed budget and all budget workshops shall be open to the public.
- Copies of the proposed budget will be available to citizens in the City Public Library and the City Secretary's office will have copies available for review.
- The City Manager, prior to August 1st of each year, shall prepare and submit the budget, covering the next fiscal year, to the Council, which shall contain the below information. In preparing the budget, each employee, officer, board and department shall assist the City Manager by furnishing all necessary information.
 1. The City Manager's budget message shall outline the proposed financial policies for the next year with explanations of any change from previous years in expenditures and any major changes of policy and complete statement regarding the financial conditions of the City.
 2. An estimate of all revenue from taxes and other sources, including the present tax structure rates and property evaluation for the ensuing year.
 3. A carefully itemized list of proposed expenses by office, department, agency, employee and project for the budget year, as compared to actual expenses of the last ended fiscal year, and the present year-to-date.
 4. A description of all outstanding bond indebtedness, showing amount, purchaser, date of issue, rate of interest, and maturity date, as well as any other indebtedness which the City had incurred and which has not been paid.
 5. A statement proposing any capital expenditures deemed necessary for undertaking during the next budget year and recommended provisions for financing.

- The budget will provide for adequate maintenance of capital assets and or their orderly replacement.
- The responsibility of preparing and administering the budget belongs to the City Manager.
- A balanced budget is always required provided fund balances on hand in excess of City policy shall be considered part of the resources available for the purpose of ensuring a balanced budget each year.
- Prior to October 1, the budget is legally enacted by the City Council through passage of an ordinance.

Procedures for amending the annual budget

- After City Council adopts the budget, amendments are made through the budget adjustment process. Expenditures shall not exceed City Council appropriations at the fund level without formally amending the budget. During the fiscal year, the City Council may transfer funds allocated to a department to another department or re-estimate revenues or expenditures. The City Manager may transfer budgeted funds within a fund.

City of Seagoville, Texas

Basis of Budgeting and Accounting

The accounting and financial reporting treatment applied to a fund is determined by its “measurement focus.”

All governmental funds (i.e., General Fund, Special Revenue funds, etc.) are budgeted and accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheet. Operating revenues of governmental funds present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets.

Proprietary fund types, including enterprise funds (i.e., Water and Sewer), are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and liabilities associated with the operation of these funds are included on the balance sheet. Fund equity (assets net of liabilities) is segregated into net investment in capital assets, and unrestricted net position components. Proprietary fund type operating statements present increases (revenues) and decreases (expenses) in net position.

Financial information is presented using the modified accrual basis of accounting for all governmental fund types and agency funds. Under the modified accrual basis of accounting, revenues are recognized when susceptible to accrual (when they become both measurable and available). “Measurable” means the amount of the transaction can be determined and “available” means the amount is collectible within the current accounting periods or soon enough thereafter to be used to pay liabilities of the current period. Ad valorem, franchise and sales tax revenues are recognized under the susceptible to accrual concept, since they are both measurable and available within 60 day after year end. Licenses and permits, charges for services (except for water and sewer billings), fines and forfeitures, and miscellaneous revenues are recorded as revenues when received in cash because they are generally not measurable until actually received. Expenditures are recorded when the related fund liability is incurred. Interest on general long-term debt is recorded as a fund liability when due or when amount have been accumulated in the debt service fund for payments to be made early in the following year.

The accrual basis of accounting is used in Proprietary Fund types, i.e., Enterprise Funds for financial reporting purposes. Under the full accrual basis of accounting, revenues and expenses are identified with a specific period of time, and are recorded as incurred, without regard to the date of receipt or payment of cash. For example, water and wastewater service charges are customarily recognized as revenues when billed, rather than at the time when the actual payment of the bill is received, in contrast to license and permit fees, which are recognized as revenues when payment is actually received in cash. This method of accounting is used for financial reporting purposes in the City’s comprehensive annual financial report; however, for budget presentation purposes, working capital is recognized as fund balance. Working capital, rather than unrestricted net position, is used to represent fund balance in Enterprise Funds (which is similar to using the modified accrual basis). Under the working capital approach, depreciation expense is not budgeted, and capital outlay and debt service principal are budgeted as expenses. Working capital is generally defined as the difference between current assets (e.g., cash and receivables, etc.) and current liabilities (e.g., accounts payable), and provides a more thorough analysis of proprietary fund reserves for budget purposes than does the presentation of net assets. In addition, budgeting capital outlay as an expense for budgetary purposes allows the proposed capital purchases to be reviewed and authorized by City Council.

City of Seagoville Financial Policies

Purpose Statement

The policies set forth below provide guidelines to enable the City staff to achieve a long-term, stable financial condition while conducting daily operations and providing services to the community. The City Manager and Senior management follow these policies while developing the annual operating budget. The scope of these policies cover accounting, auditing, financial reporting, internal controls, fiscal, financial condition and reserve, revenue management, expenditure control and capital financing/debt management.

The long-range policies regarding financial management are as follows:

1. Exercise a discipline which allows the City to retain a sound financial condition.
2. Give recognition to the community's needs and ability to pay
3. Strive to retain the best possible rating on bonds

Accounting, Auditing and Financial Reporting

Accounting – The City's Director of Finance is responsible for establishing the chart of accounts and for properly recording financial transactions.

External Auditing – The City will be audited annually by outside independent accountants (auditors). The auditors must be a CPA firm and must demonstrate experience in the field of local government auditing. They must conduct the City's audit in accordance with generally accepted auditing standards and be knowledgeable in the Government Finance Officers Association (GFOA) Certificate of Achievement Program. The City will follow a five-year rotation of outside independent auditors. The audited financial statements should be prepared within 180 days after the close of the fiscal year.

External Financial Reporting – The City will prepare and publish a Comprehensive Annual Financial Report (CAFR). The CAFR will be prepared in accordance with generally accepted accounting principles and will be presented annually to the Government Finance Officers Association (GFOA) for evaluation and awarding of the Certificate of Achievement for Excellence in Financial Reporting.

Interim Reporting – The Finance Department will prepare and issue timely reports on the City's fiscal status to the Mayor/Council and staff. This includes the following:

1. Monthly budget status reports to the City Manager and all Department Heads
2. Mid Year status report and fiscal year end projection of major funds (General and Water & Sewer funds)
3. Quarterly financial reports to Mayor and Council

Internal Controls

Written Procedures – The Director of Finance is responsible for developing written guidelines on accounting, cash handling and other financial matters which will be approved by the City Manager. The Finance Department will assist Department Directors, as needed, in tailoring such guidelines to fit each department's requirements.

Department Directors' Responsibility – Each Department Director is responsible to the City Manager to ensure that proper internal controls are followed throughout his or her department, that all guidelines on accounting and internal controls are implemented and that all independent auditor control recommendations are addressed.

Fiscal

Balanced Budget – Current available unrestricted operating revenue shall be sufficient to support current operating expenditures. Temporary shortages, or operating deficits, can and do occur, but they are not tolerated as extended trends. Measures are developed to provide additional revenue and/or reduced expenditures to eliminate operating deficits.

Long Range Planning – The budget process will be coordinated so as to identify major policy issues for City Council consideration in advance of the budget approval date so that proper decision analysis can be made.

Fixed Assets – Such assets will be reasonably safeguarded, properly accounted for and prudently used. The fixed asset inventory will be updated regularly.

Cash Management – The City's cash flow will be managed to maximize the investable cash in accordance with the City's investment policy.

Financial Condition and Reserve

Reserve Accounts – The General Fund unreserved undesignated fund balance should be adequate to handle unexpected decreases in revenues and a reasonable level for extraordinary unbudgeted expenditures. The General Fund balance policy should also be flexible enough to allow the City to weather economic downturns without raising taxes and/or reducing vital services. The General Fund is required to maintain a minimum 60-day reserve of budgeted expenditures.

City Enterprise Funds will compensate the General Fund for the general and administrative services thereby provided such as management, finance and personnel. The City will adopt annual utility rates which will generate revenues sufficient to cover operating expenses and meet the legal requirements of bond covenants. Rates will also fund adequate capital replacement of water distribution and sewerage collection systems. The Water and Sewer Fund is required to maintain a minimum of 60 days of budgeted expenses. These reserves are needed to protect against the possibility of temporary revenue shortfalls or unpredicted one-time expenditures.

Should either the General Fund reserve or the Water and Sewer Fund reserve fall below the minimum reserve requirement, revenue raising measures or expenditure reductions will be implemented to return the General Fund reserve and the Water and Sewer Fund reserve to the minimum level no later than the end of the following fiscal year.

Reserves (fund balance) will be used only for emergencies or to reduce balances in excess of current guidelines (60 days for the General Fund and 60 days for the Water and Sewer Fund), as long as they are spent for non-recurring items.

Revenue Management

Revenue Diversification – A diversified and stable revenue system will be maintained to shelter the City from short run fluctuations in any one revenue source.

Fees and Charges – The City will maximize utilization of user charges in lieu of property taxes for services that can be individually identified and where the costs are directly related to the level of service. There will be periodic review of fees and charges to ensure that fees provide adequate coverage of costs of service.

Use of One-time Revenues – One-time revenues will be used only for one-time expenditures. The City will avoid using temporary revenues to fund mainstream services.

Use of Unpredictable Revenue – The City will try to understand its revenue sources, and enact consistent collection policies so that assurances can be provided that the revenue base will materialize according to budgets and plans. Use of unpredictable revenue will depend upon management’s determination whether the revenue is considered a one-time revenue or will recur annually.

Sufficiency – The benefits of revenue shall exceed the cost of producing the revenue.

Grants – Any potential grants shall be examined for matching requirements so that the source and availability of these funds may be determined before the grant application is made.

Utility Rates – The City shall review and adopt utility rates that shall generate revenues required to fully cover operating expenditures, meet the legal restrictions of all applicable bond covenants, and provide for an adequate level of working capital needs.

Expenditure Control

Appropriations – The City Manager’s level of budgetary control is at the fund level for all funds. Modifications within a respective fund’s operating categories (materials, supplies and services) and/or modifications within the personnel and capital categories may be made with the approval of the City Manager. When a budget amendment among funds or departments is necessary, it must be approved by the City Council.

Purchasing – All purchases shall be in accordance with both the City’s purchasing policy and state law.

Prompt Payment – All invoices will be paid upon 30 days of receipt in accordance with state law. Procedures will be used to take advantage of all cost effective purchase discounts. Payments will be processed to maximize the City’s investable cash.

Department Directors’ Responsibility - Each Department Director is held accountable for meeting program objectives and monitoring the use of budget funds expended to ensure compliance with the annual appropriated budget approved by the City Council.

Capital Financing and Debt Management

Debt Capacity, Issuance and Management – Long term debt will not be used for operating purposes. Capital projects financed through bond proceeds shall be financed for a period not to exceed the useful life of the project. When

appropriate, self-supporting revenues will pay debt service in lieu of property taxes. The Debt Service current fiscal year debt requirement shall not exceed debt service property tax, self-supporting revenue and balances carried forward from the prior year. Unspent capital project proceeds are transferred to debt service at the completion of the capital project.

The Finance Department will monitor all City debt annually with the preparation of the annual budget. The Finance Department will diligently monitor the City's compliance to its bond covenants. The Finance Department will maintain ongoing communications with bond rating agencies about the City's financial condition and follow a policy of full disclosure on every financial report. The City has and will continue to retain a Financial Advisor in connection with any debt issuance.

NOTE:

Adopted by Council September 14, 2020

CITY OF SEAGOVILLE, TEXAS

INVESTMENT POLICY

Adopted by Council: September 2020

CITY OF SEAGOVILLE, TEXAS INVESTMENT POLICY

PREFACE

It is the policy of the City of Seagoville (the “City”) that after allowing for the anticipated cash flow requirements of the City and giving due consideration to the safety and risks of investments, all available funds shall be invested in conformance with these legal and administrative guidelines to obtain a market rate of return.

Effective cash management is recognized as essential to good fiscal management. An active cash management and investment policy will be pursued to take advantage of investment interest as a viable and material source of revenue for City funds. The City’s portfolio shall be designed and managed in a manner responsive to the public trust and consistent with state and local law. The City will invest public funds in a manner that will provide the highest rate of return with the maximum security while meeting the daily cash flow demands of the City.

The City is required under the Public Funds Investment Act (Chapter 2256 of the Texas Government Code) to adopt a formal written Investment Policy for the investment of public funds. These policies serve to satisfy the statutory requirement (including but not limited to the Public Funds Investment Act, Chapter 2256 of the Texas Government Code [PFIA] and the Public Funds Collateral Act, Chapter 2257 of the Texas Government Code) to define, adopt and review a formal investment strategy and policy.

1. PURPOSE. The purpose of this investment policy (the “Policy”) is to set forth specific investment policy and strategy guidelines for the City in order to achieve the goals of safety and liquidity and achieve a market rate of return in all investment activities. On an annual basis, the City Council shall review the investment strategy and policy and shall approve Policy revisions, if any, by formal resolution.

2. SCOPE. The Investment Policy shall govern the investment of all financial assets considered to be part of the City entity, managed as separately invested assets and includes the following funds or fund types:

General Fund – used to account for resources traditionally associated with government, which are not required to be accounted for in another fund.

Special Revenue Funds – used to account for the proceeds from specific revenue sources which are restricted to expenditures for specific purposes.

Debt Service Fund – used to account for resources to be used for the payment of principal, interest and related costs on general obligation debt.

Capital Projects Funds – used to account for resources to enable the acquisition or construction of major capital facilities which are not financed by enterprise funds, internal service funds, or trust funds.

Enterprise Funds – used to account for operations that are financed and operated in a manner similar to private business enterprises.

This policy does not include funds governed by approved trust agreements, or assets administered for the benefit of the City by outside agencies under retirement or deferred compensation programs. Additionally, bond funds (including debt service and reserve funds) are governed by bond ordinances and are subject to the provisions of the Internal Revenue Code and applicable federal regulations governing the investment of bond proceeds.

3. INVESTMENT STRATEGY. The City maintains a comprehensive and proactive cash management program that is designed to monitor and control all City funds to ensure maximum utilization and yield a market rate of return. The basic and underlying strategy of this program is that all of the City’s funds are earning interest. It is the responsibility and obligation of the City to maintain a flexible approach and be prepared to modify the investment strategy as market conditions dictate. The investment strategy described is predicated on conditions as now exist and are subject to change. The investment strategy emphasizes low credit risk, diversification, and the management of maturities. The strategy also considers the expertise and time constraints of the investment officers. The allowable investment instruments as defined in Section 6 of this Policy reflect the avoidance of credit risk. Diversification refers to dividing investments among a variety of securities offering independent returns. This strategy uses local government investment pools to achieve diversification (PFIA 2256.005 (b)(3)). The management of maturities refers to structuring the maturity dates of the direct investments so that investments mature as cash needs require.

3.1 The primary investment strategy and objectives of the City as specified in this Policy (See Section 4.) are listed below, in their order of importance:

- Safety and preservation of principal (PFIA 2256.005(b)(2));
- Maintenance of sufficient liquidity to meet operating needs (PFIA 2256.005 (b)(2); and
- Achieve a market rate of return on the investment portfolio (PFIA 2256.005 (b)(3))

3.2 The list of investments authorized by this Policy intentionally excludes some investments allowed by state law. The restrictions limit possible credit risk and provide the maximum measure of safety. Within the investment objectives, the investment strategy is to utilize authorized investments for maximum advantage to the City. To increase the interest earnings

for funds identified as being available for investment over longer periods of time based upon a cash requirements projection, the City will consider the following strategies:

3.2.1 **Strategy No. 1. - Diversification** Diversifying the City's investment opportunities through the use of local government investment pools as authorized by the City Council. An investment pool is an entity created to invest public funds jointly on behalf its' participants and whose investment objectives in order of priority match those objectives of the City. Funds are usually available from investment pools on a same-day basis, meaning the pools have a high degree of liquidity. Because of the size and expertise of their staff, investment pools are able to prudently invest in a variety of the investment types allowed by state law. In this manner, investment pools achieve diversification. Funds that may be needed on a short-term basis but that are in excess of the amount maintained at the depository bank are available for deposit in investment pools.

3.2.2 **Strategy No. 2. - Ladder** Building a ladder of Investment Policy authorized securities with staggered maturities for all or part of the longer-term investable funds. The benefits of this ladder approach include the following:

- It is straight-forward and easily understood;
- It represents a prudent diversification method;
- All investments remain within the approved maturity horizon;
- It will normally allow the City to capture a reasonable portion of the yield curve; and
- It provides predictable cash flow with scheduled maturities and reinvestment opportunities.

3.2.3. **Strategy No. 3. – Investment Management Firm** At this time, the City does not use an investment management firm. Should the City determine a need, the following strategy will apply:

Pursuant to the Public Funds Investment Act (Texas Government Code 2256.003(4)(b), the City may, at its discretion, contract with an investment management firm registered under the Investment Advisors Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for investment and non-discretionary management of its public funds or other funds under its control.

An appointed Investment Advisor shall act solely in an advisory and administrative capacity, within the guidelines of this Investment Policy. At no time shall the advisor take possession of securities or funds or otherwise be granted discretionary authority to transact business on behalf of the City. Any contract awarded by the City Council for investment advisory services may not exceed two years, with an option to extend by mutual consent of both parties (PFIA 2256.003(4)(b)).

Duties of the Investment Advisor shall include, but not be limited to, assistance in purchasing securities, securities clearance, producing required reports, pricing the portfolio, performing due diligence on broker/dealers, market monitoring and economic review.

Any Investment Advisor contracted by the City shall abide by the *Prudent Expert Rule*, whereby investment advice shall, at all times, be given with the judgment and care, under

circumstances then prevailing, which persons paid for their special prudence, discretion and intelligence in such matters exercise in the management of their client's affairs, not for speculation by the client or production of fee income by the advisor or broker, but for investment by the client with emphasis on the probable safety of the capital while considering the probable income to be derived.

3.2.4. **Strategy No. 4. – Fund Investment Strategy** The City will maintain portfolio(s) that utilize four specific investment strategy considerations designed to address the unique characteristics of the fund group(s) represented in the portfolio(s):

3.2.4.1 Investment strategies for general fund and enterprise funds have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. The secondary objective is to create a portfolio that will experience minimal volatility during economic cycles through diversification by security type, maturity date and issuer. All security types, as authorized by this policy, are considered suitable investments for the aforementioned funds.

3.2.4.2 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(s). These funds have predictable payment schedules. Therefore, investment maturities shall not exceed the anticipated cash flow requirements.

3.2.4.3 Investment strategies for debt service reserve funds shall have as the primary objective the ability to generate a dependable revenue stream to the appropriate debt service fund. Managing the Debt Service Reserve Fund's portfolio maturities to not exceed the call provisions of the bond issue will reduce the investment's market risk if the City's bonds are called and the reserve fund liquidated. No investment maturity shall exceed the final maturity of the bond issue.

3.2.4.4 Investment strategies for special projects or capital projects funds will have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity. Market conditions and arbitrage regulations will influence the investment of capital project funds.

3.2.5 **Strategy No. 5 - Hold until Maturity.** The strategy of the City is to maintain sufficient liquidity in its portfolio so that it does not need to sell a security prior to maturity. Should it become necessary to sell a security prior to maturity, where the sale proceeds are less than the current book value, the prior written consent of the City Manager must be obtained. Securities may be sold prior to maturity by the Investment Officer at or above their book value at any time. The result of all sales of securities prior to maturity shall be reported to the City Manager within two business days of the sale. The report shall provide the amount of proceeds from the sale, including accrued interest to the date of sale, less the current book value and the dollar amount of gain on the sale.

3.2.6 **Strategy No. 6 - Depository Bank Relationships.** This Policy shall further seek to maintain good depository bank relationships while minimizing the cost of banking services. The City will seek to maintain a depository contract that will be managed to a level that minimizes the cost of the banking relationship to the City, while allowing the City to earn an appropriate return on idle demand deposits.

3.2.7 **Strategy No. 7 - Maximizing Investable Cash Balances.** Procedures shall be established and implemented in order to maximize investable cash by decreasing the

time between the actual collection and the deposit of receipts, and by the controlling of disbursements.

4. INVESTMENT OBJECTIVES. Funds of the City shall be invested in accordance with all applicable Texas statutes, this Policy and any other approved, written administrative procedures. The four objectives of the City's investment activities shall be as follows (in the order of priority):

4.1 **Suitability.** Understanding the suitability of the investment to the financial requirements of the City is important. Any investment eligible in the Investment Policy is suitable for all City funds.

4.2 **Safety of Principal.** Safety of principal invested is the foremost objective in the investment decisions of the City. Each investment transaction shall seek to ensure the preservation of capital in the overall portfolio. The risk of loss shall be controlled by investing only in authorized securities, as defined in this Policy, by qualifying the financial institutions with whom the City will transact business and through portfolio diversification. Safety is defined as the undiminished return of the principal on the City's investments.

4.3 **Liquidity.** The investment portfolio shall be managed to maintain liquidity to ensure that funds will be available to meet the City's cash flow requirements and by investing in securities with active secondary markets. Investments shall be structured in such a manner as will provide the liquidity necessary to pay obligations as they become due. A security may be liquidated prior to its stated maturity to meet unanticipated cash requirements, or to otherwise favorably adjust the City's portfolio, in accordance with Section 2.2.5 above.

4.4 **Marketability.** Securities with active and efficient secondary markets are necessary in the event of an unanticipated cash requirement.

4.5 **Diversification.** Investment maturities shall be staggered throughout the budget cycle to provide cash flow based on the anticipated needs of the City. Diversifying the appropriate maturity structure will reduce market cycle risk.

4.6 **Market Rate-of-Return (Yield).** The City's investment portfolio shall be designed to optimize a market rate-of-return on investments consistent with risk constraints and cash flow requirements of the portfolio. The investment portfolio shall be managed in a manner that seeks to attain a market rate of return throughout budgetary and economic cycles. The City will not attempt to consistently attain an unrealistic above market rate-of-return, as this objective will subject the overall portfolio to greater risk. Therefore, the City's rate of return objective is secondary to those of safety and liquidity. Rate of return (yield) is defined as the rate of annual income return on an investment, expressed as a percentage.

5. INVESTMENT RESPONSIBILITY. As provided in this policy, the daily operation and management of the City's investments are the responsibility of the following person(s).

5.1 **Delegation of Authority.** The City Manager and the Director of Finance are authorized to deposit, withdraw, invest, transfer or manage in any other manner the funds of the City. Management responsibility for the investment program is hereby delegated to the Director of Finance, who shall establish written procedures for the operation of the investment program, consistent with this Policy. Such procedures shall include explicit delegation of authority to persons responsible for investment transactions. All persons involved in investment activities will be referred to in this Policy as "Investment Officers", pursuant to Texas Government Code 2256.005(f). No persons may engage in an investment transaction except as provided under the terms of this Policy and the procedures established by the

Director of Finance. 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. The system of controls shall be designed to provide reasonable assurance that the assets of the City are protected from loss, theft or misuse. The concept of reasonable assurance recognizes that:

- (1) the cost of a control should not exceed the benefits likely to be derived; and
- (2) the valuation of costs and benefits requires estimates and judgments by management.

Commitment of financial and staffing resources in order to maximize total return through active portfolio management shall be the responsibility of the City Council.

5.2 Prudence. The standard of prudence to be applied by the Investment Officer shall be the "prudent person" rule (as set forth in Texas Government Code 2256.006(a-b), which states, "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 their capital as well as the probable income to be derived." In determining whether the Investment Officer has exercised prudence with respect to an investment decision, the determination shall be made taking into consideration the following:

5.2.1 the investment of all funds over which the Investment Officer had responsibility rather than a consideration as to the prudence of a single investment; and

5.2.2 whether the investment decision was consistent with the written investment Policy and procedures of the City.

5.3 Due Diligence. The Investment Officer acting in accordance with written policies and procedures and exercising due diligence, shall not be held personally responsible for a specific security's credit risk or market price changes, provided that these deviations are reported in a timely manner and that appropriate action is taken to control adverse developments.

5.4 Ethical Standards and Conflicts of Interest. All City Investment Officers having a direct or indirect role in the investment of City funds shall act as custodians of the public trust avoiding any transaction which might involve a conflict of interest, the appearance of a conflict of interest, or any activity which might otherwise discourage public confidence. Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair the ability to make impartial investment decisions. An Investment Officer who has a personal business relationship with the depository bank or with any entity seeking to sell an investment to the City shall file a statement disclosing that personal business interest. An Investment Officer has a personal business relationship with a business organization if any one of the following three conditions are met:

- a. The Investment Officer owns 10% 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.
 - b. Funds received by the Investment Officer from the business organization exceed 10% of the investment officers' gross income for the prior year.
-

- c. The Investment Officer has acquired from the business organization during the prior year investments with a book value of \$2,500 or more for their personal account (Texas Government Code 2256.005 (i)(1-3).

5.5 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. A statement required under this subsection must be filed with the Texas Ethics Commission and the City Council.

5.6 Investment Training. The Investment Officers shall attend at least one training session of at least ten (10) hours relating to the officer's responsibility under the Public Funds Investment Act within twelve (12) months after assuming duties, and attend an investment training session not less than once every two years, receiving an additional eight (8) hours of training. Such training from an independent source shall be approved by the City Council and endorsed by one or more of the following entities: the Government Finance Officers Association of Texas, the Government Treasurers Organization of Texas, the Texas Municipal League, the North Central Texas Council of Governments, or the University of North Texas Center for Public Management (Texas Government Code 2256.008).

6. AUTHORIZED INVESTMENTS. As stated previously, safety of principal is the primary objective in investing public funds and can be accomplished by limiting two types of risk — credit risk and interest rate risk. Credit risk is the risk associated with the failure of a security issuer or backer to repay principal and interest in full. Interest rate risk is the risk that the value of a portfolio will decline due to an increase in the general level of interest rates. In order to provide for safety of principal as the City's primary objective, only certain investments are authorized as acceptable investments for the City. The following list of authorized investments for the City intentionally excludes some investments authorized by law. These restrictions are placed in order to limit possible risk and provide the maximum measure of safety to City funds.

6.1 Authorized and Acceptable Investments. The authorized list of investment instruments are as follows:

- (1) Obligations (including letters of credit) of the United States or its agencies and instrumentalities.
 - (2) Direct obligations of the State of Texas, or its agencies and instrumentalities.
 - (3) Other obligations, the principal of and interest on which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the State of Texas or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation or by the explicit full faith and credit of the United States.
 - (4) Collateralized Certificates of Deposit. A certificate of deposit issued by a depository institution that has its main office or a branch office in the state and is:
 - guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor;
 - secured by obligations that are described by Section 2256.009(a) of the Public Funds Investment Act, including mortgage backed securities directly issued by a federal agency or instrumentality, but excluding those mortgage backed securities of the nature described in Section 2256.009(b) of the Act; or
-

- secured in any other manner and amount provided by law for deposits of the City.

This depository shall act as the custodian for the various certificates on behalf of the City.

(5) Eligible Local Government Investment Pools. Public funds investment pools which invest in instruments and follow practices allowed by the current law as defined in Section 2256.016 of the Texas Government Code, provided that:

- the investment pool has been authorized by the City Council;
- the pool shall have furnished the Investment Officer an offering circular containing the information required by Section 2256.016(b) of the Texas Government Code;
- the pool shall furnish the Investment Officer investment transaction confirmations with respect to all investments made with it;
- the pool shall furnish to the Investment Officer monthly reports containing the information required under Section 2256.016(c) of the Texas Government Code;
- the pool is continuously rated no lower than “AAA” or “AAA-m” or an equivalent rating by at least one nationally recognized rating service;
- the pool marks its portfolio to market daily;
- the pool’s investment objectives shall be to maintain a stable net asset value of one dollar (\$1.00); and
- the pool’s investment philosophy and strategy are consistent with this Policy.

(6) Regulated No-Load Money Market Mutual Funds. These investments are authorized, under the following conditions:

- the money market mutual fund is registered with and regulated by the Securities and Exchange Commission;
- the fund provides the City with a prospectus and other information required by the Securities Exchange Act of 1934 or the Investment Company Act of 1940;
- the fund has a dollar-weighted average portfolio maturity of ninety (90) days or less;
- the investment objectives include the maintenance of a stable net asset value of one dollar (\$1.00) per share; and
- the fund is continuously rated no lower than "AAA" or an equivalent rating by at least one nationally recognized rating service.

The City may not invest funds under its control in an amount that exceeds 10% of the total assets of any individual money market mutual fund.

(7) Repurchase Agreements, Reverse Repurchase Agreements, Bankers' Acceptances; Commercial Paper. These investments are authorized for the City only to the extent that they are contained in the portfolios of approved public funds investment pools in which the City invests, or as otherwise provided below.

- The direct investment in reverse repurchase agreements, bankers' acceptances, and commercial paper by the City is not authorized.
- Fully flexible repurchase agreements are authorized in this Policy, to the extent authorized under the Public Funds Investment Act (Texas Government Code 2256.001). The use of flex repos shall be limited to the investment of bond proceeds and the maturity date of any such agreement shall not exceed the expected proceeds draw schedule.

6.2 Investment Instruments NOT Authorized. The following instruments are eligible for investment by local government according to state law, but they have been intentionally prohibited for the City by this Policy: mortgage-related obligations, guaranteed investment contracts, options, financial futures contracts and, day trading of long-term securities. In addition to these restricted investments, state law specifically prohibits investment in the following securities:

- (1) Obligations whose payment represents the coupon payments on the outstanding principal balance of the underlying mortgage-backed security collateral and pays no principal.
- (2) Obligations whose payment represents the principal stream of cash flow from the underlying mortgage-backed security collateral and bears no interest.
- (3) Collateralized mortgage obligations that have a stated final maturity date of greater than ten years.
- (4) Collateralized mortgage obligations, the interest rate of which is determined by an index that adjusts opposite to the changes in a market index.

7. DIVERSIFICATION. Diversification of investment instruments shall be utilized to avoid incurring unreasonable risks resulting from over-concentration of investments in a specific maturity, a specific issue, or a specific class of securities. With the exception of U.S. Government securities, as authorized in this Policy, and authorized local government investment pools, no more than fifty percent (50%) of the total investment portfolio will be invested in any one security type. Diversification of the portfolio considers diversification by maturity dates and diversification by investment instrument.

7.1 Diversification by Maturities. The longer the maturity of investments, the greater their price volatility. Therefore, it is the City's policy to concentrate its investment portfolio in shorter-term securities in order to limit principal risks caused by change in interest rates. The City will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than two (2) years from the date of purchase. However, the above described obligations, certificates, or agreements may be collateralized using longer date instruments. The City shall diversify the use of investment instruments to avoid incurring unreasonable risks inherent in over-investing in specific instruments, individual financial institutions or

maturities. Maturity scheduling shall be managed by the Investment Officer so that maturities of investments shall be timed to coincide with projected cash flow needs.

7.2 Diversification by Investment Instrument. Diversification by investment instrument shall not exceed the following guidelines for each type of instrument:

	<u>Percentage of Portfolio (Maximum)</u>
U.S. Treasury Obligations	100%
U.S. Government Agency Securities and Instrumentalities of Government-Sponsored Corporations	80%
Authorized Local Government Investment Pools	100%
Fully Collateralized Certificates of Deposit	50%
SEC-Regulated No-Load Money Market Mutual Funds	10%

7.3 The City shall invest local funds in investments yielding a market rate-of-return while providing necessary protection of the principal consistent with the operating requirements of this section or written policies.

8. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS. At this time, the City does use Brokers or Dealers. Should the City determine a need for additional brokers or dealers, the following procedures and requirements will apply:

Financial institutions (federally insured banks) with and through whom the City invests shall be state or national banks domiciled in this state. No public deposit shall be made except in a qualified public depository as established by state laws. Brokers/Dealers authorized to provide investment services to the City may include only those authorized by the City Council. All banking services will be governed by a depository contract awarded by the City Council. In addition, the Director of Finance shall maintain a list of authorized security brokers/dealers, and investment pools that are authorized by the City Council.

8.1 All financial institutions with whom the City does business must supply the following as appropriate: (1) audited financial statements; (2) proof of National Association of Securities Dealers (NASD) certification; (3) proof of state registration and completed broker/dealer questionnaire; (4) certification of having read the City's investment policy signed by a qualified representative of the organization, acknowledging that the organization has implemented reasonable procedures and controls in an effort to preclude imprudent investment activities arising out of investment transactions conducted between the City and the organization.

8.2 An annual review of the financial condition and registration of qualified bidders will be conducted by the Director of Finance. The review may include, but is not limited to, review of rating agency reports, review of call reports, and analyses of management, profitability, capitalization, and asset quality. Financial institutions and brokers/dealers desiring to conduct business with the City shall be required to provide any financial data requested by the City Manager or the Investment Officer. Upon completion of the annual review by the Director of Finance, the financial institutions and brokers/dealers desiring to conduct business with the City shall be approved by the City Council.

8.3 Selection criteria for federally insured financial institutions shall include the following: (1) the financial institution must be insured by the FDIC and (2) the financial institution must be incorporated under the laws of the State of Texas or of the United States of America.

8.4 The Investment Officer of the City is responsible for monitoring the investments made by a financial institution and/or broker/dealer to determine that they are in compliance with the provisions of the Investment Policy.

9. DELIVERY VERSUS PAYMENT. It is the policy of the City that all security transactions entered into with the City shall be conducted on a "**DELIVERY VERSUS PAYMENT**" (DVP) basis through the Federal Reserve System. By doing this, City funds are not released until the City has received, through the Federal Reserve wire, the securities purchased. The City shall authorize the release of funds only after receiving notification from the safekeeping bank that a purchased security has been received in the safekeeping account of the City. The notification may be oral, but shall be confirmed in writing (Texas Government Code 2256.005(b)(4)(e)).

10. COMPETITIVE BIDDING. It is the policy of the City to require competitive bidding for all individual security purchases and sales, excluding transactions with money market mutual funds, local government investment pools and when issued (new) securities, which are deemed to be made at prevailing market rates.

11. SAFEKEEPING AND COLLATERALIZATION.

11.1 **Safekeeping.** All securities owned by the City shall be held by its safekeeping agent, except the collateral for bank deposits. The collateral for bank deposits will be held in the City's name in the bank's trust department, or alternatively, in a Federal Reserve Bank account in the City's name, or a third-party bank, at the City's discretion. Original safekeeping receipts shall be obtained and held by the City. The City shall contract with a bank or banks for the safekeeping of securities either owned by the City as part of its investment portfolio or held as collateral to secure time deposits.

11.2 **Collateralization.** Consistent with the requirements of the Public Funds Collateral Act, it is the policy of the City to require full collateralization of all city funds on deposit with a depository bank. The market value of the investments securing the deposit of funds shall be at least equal to the amount of the deposits of funds reduced to the extent that the deposits are insured by the Federal Deposit Insurance Corporation (FDIC). Securities pledged as collateral shall be held in the City's name, in a segregated account at the Federal Reserve Bank/Federal Home Loan Bank or by an independent third party with whom the City has a current custodial agreement. The agreement is to specify the acceptable investment securities as collateral, including provisions relating to possession of the collateral, the substitution or release of investment securities, ownership of securities, and the method of valuation of securities. The safekeeping agreement must clearly state that the safekeeping bank is instructed to release purchased and collateral securities to the City in the event the City has determined that the depository bank has failed to pay on any matured investments in certificates of deposit, or has determined that the funds of the City are in jeopardy for whatever reason, including involuntary closure or change of ownership. A clearly marked evidence of ownership, e.g., safekeeping receipt, must be supplied to the City and retained by the City. The Investment Officer must be notified in writing of release of collateral or substitution of securities. Financial institutions serving as City depositories will be required to sign a "Depository Agreement" with the City and the City safekeeping agent. The collateralized deposit portion of the agreement shall define the City's rights to collateral in the event of default, bankruptcy, or closing and shall establish a perfected security interest in compliance with Federal and State regulations, including:

- the Agreement must be in writing;
 - the Agreement has to be executed by the Depository and the City contemporaneously with the acquisition of the asset;
-

- the Agreement must be approved by the Board of Directors of the Loan Committee of the Depository and a copy of the meeting minutes must be delivered to the City; and
- the Agreement must be part of the Depository's "official record" continuously since its execution.

11.2.1 The City may accept the following securities as collateral for bank deposits (V.T.C.A., Government Code, Section 2256.001, et. seq, formerly Article 842a-2, Section 2, V.T.C.S., as amended);

- FDIC and FSLIC insurance coverage;
- A bond, certificate of indebtedness, or Treasury Note of the United States, or other evidence of indebtedness of the United States that is guaranteed as to principal and interest by the United States;
- Obligations, the principal and interest on which are unconditionally guaranteed or insured by the State of Texas;
- A bond of the State of Texas or of a county, city, or other political subdivision of the State of Texas having been rated as investment grade (investment rating no less than "A" or its equivalent) by a nationally recognized rating agency with a remaining maturity of ten years or less;
- Surety Bonds that meet the requirements of the Public Funds Investment Act; or
- Federal Home Loan Bank Letters of Credit as defined by Chapter 116, Subchapter C of the Local Government Code and by Chapter 726, Acts of the 67th Legislature, Regular Session, 1981 (Article 2529b-1, Vernon's Texas Civil Statutes).

11.2.2 For certificates of deposit and other evidences of deposit, collateral shall be at 102% of market or par, whichever is lower. The market value of collateral will always equal or exceed the principal plus accrued interest of deposits at financial institutions.

11.2.2 Financial institutions, with which the City invests or maintains other deposits, shall provide monthly, and as requested by the Investment Officer, a listing of the collateral pledged to the City, marked to current market prices. The listing shall include total pledged securities itemized by name, type, description, par value, current market value, maturity date, and Moody's or Standard & Poor's rating, if applicable. The City and the financial institution shall jointly assume the responsibility for ensuring that the collateral is sufficient. All collateral shall be subject to inspection and audit by the Director of Finance, or designee, as well as the City's independent auditors.

12. INTERNAL CONTROL. The Director of Finance shall establish a system of written internal controls, which shall be reviewed annually by independent auditors. The controls shall be designed to prevent loss of public funds due to fraud, error, misrepresentation, unanticipated market changes, or imprudent actions. The internal controls are to be reviewed annually in conjunction with an external independent audit. This review will provide assurance of compliance with policies and procedures as specified by this Policy. The City, in conjunction with its annual financial audit, shall perform a compliance audit of management controls and adherence to the City's established investment policy.

13. PERFORMANCE. The City's investment portfolio shall be designed to obtain a market rate of return on investments consistent with risk constraints and expected cash flow of the City. The benchmark for performance that is appropriate for the City's cash flow cycle will be TexPool (a local government investment pool).

14. REPORTING. The Director of Finance shall submit a signed quarterly investment report that summarizes current market conditions, economic developments and anticipated investment conditions. The report shall summarize investment strategies employed in the most recent quarter, and describe the portfolio in terms of investment securities, maturities, risk characteristics, and shall explain the total investment return for the quarter.

14.1 Annual Report. Within 60 days of the end of the fiscal year, the Director of Finance shall present an annual report on the investment program and investment activity. This report may be presented as a component of the fourth quarter report to the City Manager and City Council. The reports prepared by the Director of Finance shall be formally reviewed at least annually by an independent auditor, and the result of the review shall be reported to the City Council by that auditor.

14.2 Methods. The quarterly investment report shall include a succinct management summary that provides a clear picture of the status of the current investment portfolio and transactions made over the past quarter. This management summary will be prepared in a manner that will allow the City to ascertain whether investment activities during the reporting period have conformed to the investment policy. The report will be prepared in compliance with generally accepted accounting principles. The report will be provided to the City Manager and City Council. The report will include the following:

- A listing of individual securities held at the end of the reporting period. This list will include the name of the fund for which each individual investment was acquired;
- Unrealized gains or losses resulting from appreciation or depreciation by listing the beginning and ending book and market value of securities for the period. Market values shall be obtained from financial institutions or portfolio reporting services independent from the broker/dealer from which the security was purchased;
- Additions and changes to the market value during the period;
- Fully accrued interest for the reporting period;
- Average weighted yield to maturity of portfolio on entity investments as compared to applicable benchmarks;
- Listing of investments by maturity date;
- The percentage of the total portfolio which each type of investment represents; and
- Statement of compliance of the City's investment portfolio with State Law and the investment strategy and policy approved by the City Council.

15. INVESTMENT POLICY ADOPTION AND AMENDMENT. The City's Investment Policy shall be adopted and amended by resolution of the City Council only. The City's written policies and procedures for investments are subject to review not less than annually to stay current with changing laws, regulations and needs of the City. Any changes or modifications to this Investment Policy, if any, shall be approved, and adopted by a formal resolution of the City Council.

GLOSSARY OF TERMS

The Investment Policy contains specialized and technical terminology that is unique to cash management and investment activities. The following glossary of terms is provided to assist in understanding these terms.

Affinity. Related through marriage.

Agencies. See U.S. Agency securities.

Bankers' Acceptances. A draft or bill of exchange accepted by a bank or trust company. The accepting institution guarantees payment of the bill, as well as the issuer. When discounted and sold in the secondary market, bankers' acceptances become a short-term investment alternative.

Book Value. The cost of a security as recorded in the City's accounting records. For purposes of evaluating a sale of a security, it is a function of the original cost, the amortization of premium or discount, and the accrued interest. Specifically, it is the face value of the security plus the accrued interest plus any unamortized premium or minus any unamortized discount. Book value is often compared to market value, which is defined below.

Broker. A person or company that, for a fee or commission, brings buyers and sellers of securities together.

Certificate of Deposit. A time deposit with a specific maturity evidenced by a certificate.

Collateral. In general, assets which one party pledges as a guarantee of performance. Specifically, securities pledged by a bank to secure deposits of public monies. In the event of bank failure, the securities become the property of the public entity.

Collateralized Mortgage Obligations (CMO's). Securities based on a pool of home mortgages.

Commercial Paper. An unsecured promissory note issued primarily by corporations for a specific amount and maturing on a specific day. The maximum maturity for commercial paper is 270 days, but most frequently maturities do not exceed 30 days. Almost all commercial paper is rated by a rating service.

Consanguinity. Related by blood.

Coupon. The annual rate of interest that a bond's issuer promises to pay the bondholder on the bond's face value. Also, a certificate attached to a bond indicating interest due on a payment date.

Credit Risk. The uncertainty that the principal amount of an investment will be returned without loss of value to the default of the borrower.

CUSIP. A unique security identification number assigned to securities maintained and transferred on the Federal Reserve book-entry system.

Dealer. A person or company that endeavors to profit from buying and selling investments for its own account.

Delivery Versus Payment (DVP). A method of delivering securities that requires the simultaneous exchange of the security and the payment. It provides a safeguard against paying for securities before they are received.

Demand Deposits. Deposits at a financial institution that are available to the depositor upon the depositor's demand.

Depository Bank. The primary bank of the City. The relationship between the depository bank and the City is governed by

state law and by a depository contract that is approved by the City Council.

Discount. The difference between the cost price of a security and its value at maturity when quoted at lower than face value. A security selling below original offering price shortly after sale is also considered to be at a discount.

Discount Securities. Non-interest bearing money market instruments that are issued at a discount and redeemed at maturity for full face value, e.g., U.S. Treasury Bills.

Diversification. The strategy of dividing investments among a variety of securities offering independent risks and yields. Diversification lessens the likelihood of losing the entire portfolio of investments and averages yields among the investment alternatives.

Discount. The difference between the cost of a security and its value at maturity, in cases where the cost is less than the value at maturity.

Federal Deposit Insurance Corporation (FDIC). A federal agency that insures bank deposits.

Federal Funds Rate. The rate of interest at which Federal funds are traded. This rate is currently set by the Federal Reserve through open-market operations.

Federal Home Loan Banks (FHLB). Created in 1932, this system consists of 12 regional banks, which are owned by private member institutions and regulated by the Federal Housing Finance Board. Functioning as a credit reserve system, it facilitates extension of credit through its owner members. Federal Home Loan Bank issues are joint and several obligations of the 12 Federal Home Loan Banks.

Federal Home Loan Mortgage Corporation (FHLMC or Freddie Mac). A stockholder-owned corporation that provides a continuous flow of funds to mortgage lenders, primarily through developing

and maintaining an active nationwide market in conventional mortgages.

Federal National Mortgage Association (FNMA or Fannie Mae). FNMA, a federal corporation, is the largest single provider of residential mortgage funds in the United States. It is a private stockholder-owned corporation. The corporation's purchases include a variety of adjustable mortgages and second loans in addition to fixed-rate mortgages. FNMA's securities are also highly liquid and are widely accepted.

Fully Flexible Repurchase Agreement ("flex repo"). A specialized contract designed for the short-term investment of proceeds available from the sale of municipal bonds, notes and certificates. Flex repos allow for incremental repurchases, with the buyer/issuer (the City) retaining the right to force the seller to repurchase all, or a portion of, the sold securities held under repurchase agreement, at any time before the maturity date of the agreement, at a fixed rate for the life of the agreement.

Hold Until Maturity. This investment strategy is intended to avoid interest rate risk by maintaining ownership of an investment until it matures. At maturity, the face value of the security is received, but in some cases where a security is sold before maturity, less than the face value and the book value is received. Please see interest rate risk defined below.

Interest Rate Risk. The uncertainty of the return of principal on fixed rate securities that are sold prior to maturity. When interest rates rise, the market value of fixed rate securities decreases.

Internal Control. Policies and procedures that are established to provide reasonable assurance that specific government objectives are achieved and that assets are safeguarded.

Investment. The purchase of securities which, upon analysis, promise safety of principal and a satisfactory return. These

factors distinguish investment from speculation.

Investment Objective. The aim, goal or desired end of action of the investment activity.

Investment Pool. An entity created to invest public funds jointly on behalf of the entities that participate in the pool and whose investment objectives in order of priority are safety, liquidity, and yield. (Sometimes called Local Government Investment Pool.)

Investment Strategy. The overall plan or method proscribed to achieve the investment objectives of the City.

Laddered Maturity. An investment strategy whereby investments are purchased to mature at regular intervals.

Liquidity. The measure of an investment's ability to be converted quickly and easily into cash without a substantial loss of value.

Local Government Investment Pool. See **Investment Pool.**

Market Rate of Return. A general term referring to the approximate interest rate that could be earned by an investor in a specific maturity range at any given point in time. For example, an investor seeking to earn a "market rate of return" while maintaining an investment portfolio with an average maturity of 90 days, would hope to earn approximately the same as a three-month agency discount note. If the investor earns a rate much higher than this, it might signal an inappropriate level of risk.

Market Risk. The uncertainty of the value of the City's portfolio arising from changes in the market conditions of investment securities.

Market Value. The price, including accrued interest, at which a security is trading for which it can be readily sold or purchased.

Maturity. The date upon which the principal or stated value of an investment becomes due and payable.

Money Market Mutual Fund. A mutual fund that purchases short-term debt instruments, such as Treasury Bills, commercial paper, and bankers' acceptances, and which strives to maintain a stable net asset value of \$1.00.

Mutual Fund. Investment companies that sell shares to investors, offering investors diversification and professional portfolio management. Prices generally fluctuate with the performance of the fund.

Net Asset Value. The ratio of the market value of the portfolio divided by the book value of the portfolio.

Par. The value of a security as expressed on its face (face value) without consideration of a discount or premium.

Pledge. The grant of a collateral interest in investment securities by the depository bank as assurance of the safety of City deposits.

Pooled Fund Group. The combination of various accounts and funds of the City in a single, internally-created investing entity.

Portfolio. The collection of securities held by an investor.

Principal. The capital sum of an investment, as distinguished from interest.

Premium. The difference between the cost price and the face value at maturity in cases where the cost price is higher than the face value.

Rate-of-Return. See **Yield.**

Repurchase Agreement (REPO). An investment arrangement in which the holder of a security sells that security to an investor (the City) with an agreement to repurchase the security at a fixed price and on a fixed date.

Reverse Repurchase Agreement. An investment arrangement by which the City sells a security to a third party, such as a bank or broker/dealer, in return for cash and agrees to repurchase the instrument from the third party at a fixed price and on a fixed date. The City would then use the cash to purchase additional investments. This type of investment is prohibited in the City's portfolio, except to the extent used by local government investment pools with which the City invests.

Safekeeping. An arrangement whereby a bank holds securities and other valuables for protection in exchange for a fee.

Safety. The assurance of the undiminished return of the principal of the City's investments and deposits.

Secondary Market. A market for the purchase and sales of outstanding securities following their initial distribution.

SEC Rule 15C3-1 (Uniform Net Capital Rule). Security and Exchange Commission requirement that member firms and non-member broker/dealers in securities maintain a maximum ratio of indebtedness to liquid capital of 15 to 1.

Security. A financial instrument that signifies an ownership interest, the right to an ownership interest, or creditor status.

Security Risks. The uncertainty of the value of a security dependent on its particular qualities.

Time Deposits. Deposits at the depository bank that are not due and payable until a specific date.

United States Agency Securities. Debt instruments issued by an executive department, an independent federal establishment, or a corporation or other entity established by Congress which is owned in whole or in part by the United States of America.

United States Treasury Securities. Debt instruments issued by the Treasury of the United States. **Treasury Bills** are issued for short-term borrowings (less than one year); **Treasury Notes** are issued for mid-term borrowings (Two - ten years); **Treasury Bonds** are issued for long-term borrowings (over ten years).

Yield. The rate of annual income return on an investment, expressed as a percentage.

**TEXAS PUBLIC FUNDS INVESTMENT ACT
CERTIFICATION BY BUSINESS ORGANIZATION**

[SAMPLE]

CITY OF SEAGOVILLE, TEXAS

This certification is executed on behalf of the City of Seagoville, Texas (the "City"), 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 City and the Business Organization.

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

1. The undersigned is a Qualified Representative of the Business Organization offering to enter an investment transaction with the Investor as such terms are used in the Public Funds Investment Act, Chapter 2256, Texas Government Code; and
2. The Qualified Representative of the Business Organization has received and reviewed the Investment Policy furnished by the City; and
3. 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 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.

Qualified Representative of Business Organization

Firm: _____

Signature

Printed Name: _____

Title: _____

Date: _____

Current Authorized Dealers:

American National Bank
Home Bank
TexPool
TexStar
MultiBank Securities
LOGIC

City of Seagoville, Texas

Long Term Financial Strategy

Key Financial Principles

- **Make Trade-Offs**
Do not initiate major new services without either
 - ensuring that revenue to pay for the service can be sustained over time, or
 - making trade-offs of existing services.
- **Do It Well**
If the City cannot deliver a service well, the service will not be provided at all.
- **Use Unexpected One-Time Revenues for One-Time Costs or Reserves**
- **Invest in Employees**
The City will invest in employees and provide resources to maximize their productivity.
- **Contract In/Contract Out**
Consider alternative service delivery to maximize efficiency and effectiveness.
- **Selectively Recover Costs**
On a selective basis, have those who use a service pay the full cost.
- **Recognize the Connection Between the Operating Budget and the Capital Budget**
- **What Should the City Do in the Following Year's Budget When the Financial Outlook is Positive?**
 - Assess the situation
 - Maintain adequate reserves
 - Use one-time revenues only for one-time expenses
 - Use recurring revenue for recurring costs or one-time expenses
 - Stay faithful to City goals over the long run
 - Think carefully when considering revenue cuts
 - Think long term
- **What should the City Do Every Year, Whether the Financial Outlook is Positive or Negative?**
 - Increase operating cost recovery
 - Pursue cost sharing

City of Seagoville, Texas Long Term Financial Strategy Key Financial Principles

- **What Should the City Do in the Following Year's Budget When the Financial Outlook is Negative?**
 - Assess the situation
 - Use reserves sparingly
 - Reduce services
 - Continue to think carefully when considering tax increases

**CITY OF SEAGOVILLE
GENERAL FUND FINANCIAL SUMMARY**

	Budget 2019-2020	Actual 2019-2020	Amended 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Fund Balance	\$3,484,381	\$3,484,381	\$3,675,302	\$3,675,302	\$4,433,547
Revenues					
Property Tax	\$5,107,374	\$5,228,963	\$5,282,560	\$5,950,300	\$6,119,484
Sales Tax	2,750,480	2,939,337	2,858,320	2,934,720	3,125,108
Franchise Fees	657,950	685,033	650,150	629,150	619,150
Sanitation Services	1,117,550	1,109,135	1,104,000	1,104,000	1,104,000
Licenses, Permits and Fees	552,395	862,428	336,045	836,952	436,655
Court and Library Fines	233,125	290,300	243,625	323,714	290,000
Grants and Gifts	393,399	147,762	285,849	327,125	289,749
Other Revenues	28,000	65,987	28,000	16,240	13,000
Transfers In	379,904	379,904	406,904	398,229	406,904
Total Revenues	\$11,220,177	\$11,708,850	\$11,195,454	\$12,520,430	\$12,404,050
Total Available Funds	\$14,704,558	\$15,193,230	\$14,870,756	\$16,195,732	\$16,837,597
Expenditures					
General Government	971,040	941,878	1,001,917	999,037	1,141,976
Public Safety	5,593,695	5,383,745	5,882,337	5,567,696	6,894,412
Community Services	1,480,843	1,496,653	1,536,031	1,537,546	1,582,467
Community Development	1,593,018	1,504,029	1,565,202	1,549,997	1,800,382
Non-Departmental	382,130	434,552	396,330	441,111	450,913
Tuition Reimbursement Program	15,000	1,000	5,000	5,000	5,000
Quint Debt Service	67,500	71,032	67,500	67,500	67,500
Reserve for Capital Expenditures	11,500	8,094	6,700	6,700	6,700
Transfer to Street Maintenance Fund	750,000	750,000	401,281	401,281	401,281
Transfer to Debt Service	-	-	348,719	348,719	0
Transfer to IT Replacement Fund	17,500	17,500	17,500	17,500	17,500
Total Operations	\$10,882,226	\$10,608,483	\$11,228,517	\$10,942,087	\$12,368,131
Increase (Decrease) in Fund Balance	\$337,951	\$1,100,367	-\$33,062	\$1,578,343	\$35,919
One Time Use of Fund Balance	\$ 1,013,737	\$ 909,445	\$ 423,777	\$ 820,098	\$ 1,252,928
Ending Fund Balance	\$2,808,595	\$3,675,302	\$3,218,463	\$4,433,547	\$3,216,538
Required Fund Balance (60 Days)	\$1,788,859	\$1,743,860	\$1,845,784	\$1,798,699	\$2,033,117
Amount over Required Fund Balance	\$1,019,736	\$1,931,442	\$1,372,679	\$2,634,848	\$1,183,421
<i>Days of Fund Balance</i>	94.2	126.5	104.6	147.9	94.9
<i>1 day of operations</i>	\$29,814	\$29,064	\$30,763	\$29,978	\$33,885
Property Tax Rate	0.720498	0.707498	0.720500	0.720500	0.700050

**CITY OF SEAGOVILLE
GENERAL FUND FINANCIAL SUMMARY**

	Budget 2019-2020	Actual 2019-2020	Amended 2020-2021	Projected 2020-2021	Proposed 2021-2022
--	-----------------------------	-----------------------------	------------------------------	--------------------------------	-------------------------------

NOTE:

Proposed Use of Fund Balance

Patrol Vehicle	126,246	125,709	141,982	141,982	230,475
Police equipment (handguns, shotguns, rifles	9,096	9,096		12,742	17,615
Firefighting Equipment	17,774	17,719	62,795	62,795	158,293
Fire Dept Vehicle W/Rescue Apparatus					162,878
Information Technology	-	-		-	35,580
Software Upgrade					89,231
Street Dept Vehicle					34,000
A/C System Removal and Replacement City Hall					23,977
Remove and Replace Tile in Restrooms					18,400
Vehicle for Construction Inspector					31,391
Parks Replacement Vehicle					64,187
Parks 2 Zero Turn Mowers					21,449
Animal Control Misting System Inc Electrical					10,000
Dispatch Incentive Pay					20,000
Transfer to Street Maintenance	-	-			168,452
Transfer to Fire Station CIP				275,000	
Quality of Life Project		-		100,000	100,000
Vehicle Replacement Fund	42,000	42,000	42,000	42,000	42,000
Emergency Siren Replacement	25,000	25,000	25,000	25,000	25,000
Transfer to Police Station			152,000	152,000	
Laserfiche				8,579	
City Hall HVAC Replacement	50,119	50,119		-	
Library Carpet Replacement	21,874	21,874		-	
Transportation Shelter Concrete Pad	6,500	6,500		-	
Building Inspection vehicle	57,684	57,865		-	
Street Equipment	112,515	118,170			
Community Development Equipment	22,981	22,981			
City Hall LED Sign	100,000	-			
Parks Equipment	14,198	14,197			
Animal Services Roof Repair	4,000	-			
Park Improvements at Central	400,000	395,295			
Repayment of Loan for City Hall Roof Repair	3,750	2,920			
TOTAL	1,013,737	909,445	423,777	820,098	1,252,928

**CITY OF SEAGOVILLE
GENERAL FUND
REVENUES BY CATEGORY**

		Actual	Amended	Projected	Proposed
		2019-2020	2020-2021	2020-2021	2021-2022
REVENUES					
Property Taxes:					
9010	Current ad valorem taxes	\$ 5,105,955	\$ 5,180,560	\$ 5,800,000	\$ 6,014,484
9020	Delinquent ad valorem taxes	52,242	59,000	97,500	60,000
9030	Penalty and interest	70,765	43,000	52,800	45,000
Total Property Taxes		5,228,963	5,282,560	5,950,300	6,119,484
Sales and Use Tax:					
9040	Sales tax (Prop tax alternative)	979,337	951,940	1,029,340	1,029,340
9120	Sales tax	1,958,675	1,903,880	1,903,880	2,094,268
9121	Mixed beverage tax	1,326	2,500	1,500	1,500
Total Sales and Use Tax		2,939,337	2,858,320	2,934,720	3,125,108
Franchise Fees:					
9100	Electric	458,485	430,000	430,000	420,000
9101	Gas	72,252	72,250	72,250	72,250
9102	Cable	35,366	32,000	32,000	32,000
9103	Telephone	27,627	38,000	19,000	19,000
9104	Sanitation	71,195	62,000	62,000	62,000
9108	PEG	8,094	7,000	5,000	5,000
9110	All Other	12,014	8,900	8,900	8,900
Total Franchise Fees		685,033	650,150	629,150	619,150
Sanitation		1,109,135	1,104,000	1,104,000	1,104,000
Licenses, Permits and Fees					
9230	Animal Shelter	-	-	-	-
9231	Animal Shelter Donations	-	-	-	-
9240	Inspection Fees	-	-	-	-
9241	Food Health Certificates	59,060	60,000	60,000	60,000
9242	Certificate of Occupancy	16,070	6,500	6,500	6,500
9243	Flea Market Permits	410	-	-	-
9244	Food Administrative Fee	12,050	12,000	12,000	12,000
9245	Beer and Wine Permit Fees	420	250	360	360
9246	Food Handler/Manager Certification	4,935	4,000	4,405	4,500
9250	Zoning and Plat Fees	31,498	13,000	37,000	25,000
9270	Court Admin Fees	762	750	750	750
9303	Administrative Fee	120	150	150	150
9311	Building Permit Fees	527,143	162,500	634,200	250,000
9314	Subdivision Inspection Fees	124,684	-	25	-
9315	Fire Dept Permits	45,214	40,000	40,000	40,000
9320	Misc Permits	447	500	500	500
9330	Misc Licenses	17,385	14,950	19,000	15,000
9409	Court Online Fees	1,259	950	1,600	1,400
9630	Bank Charges	-	-	(33)	-
9760	Burglar Alarm Fees	10,476	10,000	10,000	10,000
9770	Tower Rental Fees	10,494	10,495	10,495	10,495
Total Licenses, Permits and Fees:		862,428	336,045	836,952	436,655

**CITY OF SEAGOVILLE
GENERAL FUND
REVENUES BY CATEGORY**

		Actual 2019-2020	Amended 2020-2021	Projected 2020-2021	Proposed 2021-2022
Court and Library Fines					
9410	Court	270,843	230,625	309,964	275,000
9415	Child Safety Fee	17,318	10,500	13,000	12,500
9420	Library	2,139	2,500	750	2,500
Total Fines		290,300	243,625	323,714	290,000
Grants and Gifts					
9232	Toy Drive	-	-	376	-
9510	Senior Grants	36,100	30,000	30,000	30,000
9515	Senior Center Adm Reimbursement	45,819	6,100	47,000	10,000
9522	Miscellaneous Contributions				
9625	SEDC Capital Grant	-	100,000	100,000	100,000
9531	Capital Acquisition Grant	-	-	-	
9532	SAFER Grant	63,036	145,749	145,749	145,749
9550	Senior Part. Contrib. Meals	2,807	4,000	4,000	4,000
		147,762	285,849	327,125	289,749
Other					
9610	Interest	24,766	25,000	7,500	10,000
9612	Peg Interest			40	
9730	Misc	23,929	3,000	8,700	3,000
9740	Cash Over/Short	(46)	-	-	
	Insurance Recovery	17,338	-	-	-
		65,987	28,000	16,240	13,000
Transfers					
9111	Franchise - Water	74,826	74,826	74,826	74,826
9112	Franchise - Sewer	79,034	79,034	79,034	79,034
	SAFER Fund				
9615	Drainage Fund	27,600	27,600	27,600	27,600
9620	G&A Recovery W&S	198,444	198,444	198,444	198,444
9621	G&A Recovery SEDC		27,000	18,325	27,000
		379,904	406,904	398,229	406,904
TOTAL REVENUES		\$ 11,708,850	\$ 11,195,453	\$ 12,520,430	\$ 12,404,050

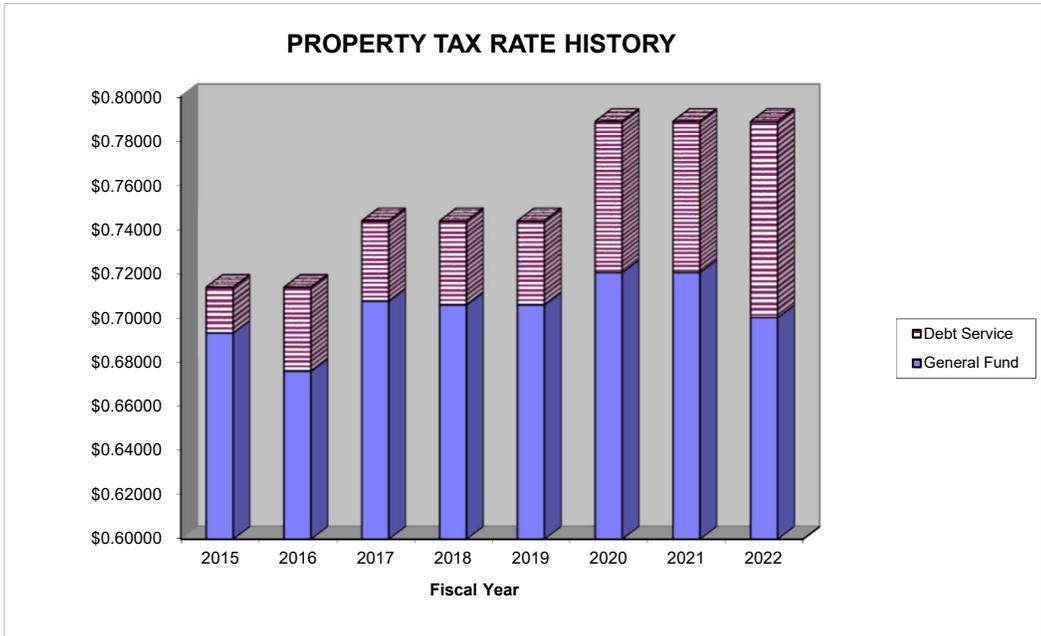
**CITY OF SEAGOVILLE
GENERAL FUND SUMMARY OF EXPENDITURES**

	Actual 2019-2020	Amended 2020-2021	Projected 2020-2021	Proposed 2021-2022
Expenditures				
City Council	\$1,618	\$9,450	\$4,650	\$9,650
City Manager	228,223	251,396	258,584	268,913
City Secretary	100,993	124,934	160,793	149,173
Information Technology	109,293	121,618	122,818	154,465
Human Resources	124,463	164,273	143,691	171,434
Finance	377,288	330,246	308,501	388,341
General Government	\$941,878	\$1,001,917	\$999,037	\$1,141,976
Police	\$2,308,003	\$2,494,897	\$2,443,238	\$2,973,531
Fire	2,055,970	2,217,676	2,206,038	2,643,920
EMS	170,709	170,709	170,709	174,123
Support Services	736,455	868,543	622,096	921,331
Animal Services	112,608	130,512	125,615	181,507
Public Safety	\$5,383,745	\$5,882,337	\$5,567,696	\$6,894,412
Municipal Court	\$ 168,772	\$ 179,520	\$ 192,591	\$ 177,872
Library	226,513	235,940	234,273	237,960
Senior Center	206,483	209,858	199,969	210,708
Sanitation	894,885	910,713	910,713	955,927
Community Services	\$ 1,496,653	\$ 1,536,031	\$ 1,537,546	\$ 1,582,467
Building Inspection and Services	\$ 389,463	\$ 409,671	\$ 409,586	\$ 472,169
Health Inspector	100,686	\$ 117,217	111,525	121,546
Code Enforcement	194,726	200,376	200,376	207,761
Streets	400,730	395,989	397,539	464,405
Parks	314,968	334,193	321,177	411,536
Planning	103,456	107,756	109,794	122,965
Community Development	\$ 1,504,029	\$1,565,202	\$ 1,549,997	\$ 1,800,382
Non-Departmental	\$434,552	\$396,330	\$441,111	\$450,913
Quint Debt Service	\$ 71,032	\$ 67,500	\$ 67,500	\$ 67,500
Tuition Reimbursement Program	1,000	5,000	5,000	5,000
Reserve for Capital Expenditures (PEG)	8,094	6,700	6,700	6,700
Total Operations	9,840,983	10,461,017	10,174,587	11,949,350
Transfers	\$767,500	\$919,500	\$767,500	\$770,594
TOTAL OPERATIONS AND TRANSFERS	\$10,608,483	\$11,380,517	\$10,942,087	\$12,719,944

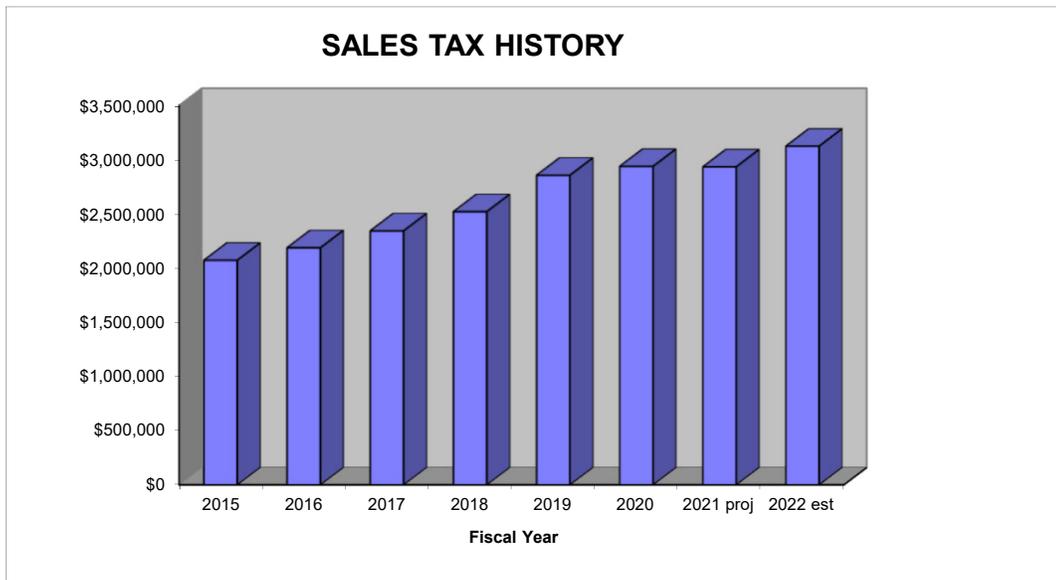
**City of Seagoville
Budget Summary
Water and Sewer Fund**

	Actual 2019-2020	Adopted 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Unrestricted Net Asset Balance	\$6,231,149	\$7,763,057	\$7,763,057	\$6,068,922
Revenues				
Water Services	\$3,794,159	\$3,693,520	\$3,693,520	\$3,794,159
Waste Water Service	3,298,891	3,276,490	3,276,490	3,276,490
Smart Meter Acquisition Funding	1,730,925	-	-	-
Other Income	365,609	278,442	278,442	294,438
Total Revenues	\$9,189,585	\$7,248,452	\$7,248,452	\$7,365,087
Total Available Funds	\$15,420,734	\$15,011,509	\$15,011,509	\$13,434,009
Expenditures				
Operating and Debt Expenses:				
Administrative	\$191,856	\$196,760	\$195,138	\$228,306
Water	2,099,262	2,394,387	2,355,834	2,557,846
Sewer	2,133,398	2,677,059	2,720,760	2,765,961
Customer Service	244,206	252,442	252,442	301,313
Non-Departmental	141,244	107,795	159,459	157,191
Tuition Reimbursement Program	-	5,000	5,000	5,000
Transfers Out	352,304	352,304	352,304	352,304
Cityworks renewal fee /Open Gov	18,329	18,925	18,925	18,925
EPA Mandates	-	54,000	54,000	20,200
Debt	499,362	1,136,605	1,136,605	1,131,077
	5,679,962	7,195,277	7,250,467	7,538,123
Capital Outlay:				
Transfer to Equipment Replacement	58,338	68,000	68,000	68,000
Replacement Vehicles	-	-	-	85,000
Zero Turn Mower	-	-	-	21,450
Open Gov Software Upgrade 1 time fee	-	-	-	30,833
Water & Sewer Rate Study	-	-	-	32,000
Sewer Trailer Camera Setup	-	174,749	174,749	-
Dean Kubota Skid-steer	-	65,774	65,774	-
Water & Sewer Rate Study	-	-	-	-
Water Street area condition assessment	-	-	-	-
Highway 175 Lift station service area condition assessment	49,209	110,000	110,000	110,000
Ace Hardware Major Sewer Repair	-	-	-	-
Tractor Supply Major Sewer Repair	139,243	-	-	-
Northern Basin Interceptor Engineering	103,767	864,700	758,300	169,000
Professional Engineering Fees	-	-	-	-
Installation of Smart Meters	1,250,688	400,000	476,297	-
Ard Road Pump Station Upgrades	231,701	400,000	39,000	400,000
Debt for Smart Meter Acquisition	-	1,270,808	-	-
Capital Projects	144,770	-	-	-
	1,977,715	3,354,031	1,692,120	916,283
Total Expenditures and Capital	7,657,677	10,549,308	8,942,587	8,454,406
Ending Unrestricted Net Asset Balance	\$7,763,057	\$4,462,201	\$6,068,922	\$4,979,603
Required Reserve Balance (60 Days)	\$933,692	\$1,182,785	\$1,191,858	\$1,239,144
Amount over Required Reserve	\$6,829,365	\$3,279,416	\$4,877,065	\$3,740,460
<i>1 day of operations</i>	<i>\$15,562</i>	<i>\$19,713</i>	<i>\$19,864</i>	<i>\$20,652</i>
<i>Days of Reserve Balance</i>	<i>498.9</i>	<i>226.4</i>	<i>305.5</i>	<i>241.1</i>

CITY OF SEAGOVILLE REVENUE HISTORY



Fiscal Year	2015	2016	2017	2018	2019	2020	2021	2022
General Fund	\$ 0.69310	\$ 0.67581	\$ 0.70750	\$ 0.70580	\$ 0.70580	\$ 0.72050	\$ 0.72050	\$ 0.70005
Debt Service	\$ 0.02071	\$ 0.03800	\$ 0.03630	\$ 0.03800	\$ 0.03800	\$ 0.06830	\$ 0.06830	\$ 0.08875
TOTAL	\$ 0.71381	\$ 0.71381	\$ 0.74380	\$ 0.74380	\$ 0.74380	\$ 0.78880	\$ 0.78880	\$ 0.78880



Fiscal Year	2015	2016	2017	2018	2019	2020	2021 proj	2022 est
Sales Tax	2,073,504	2,189,064	2,344,995	2,521,508	2,857,274	2,939,337	2,934,720	3,125,108



City Council

City Council

1. Legislative and policymaking body of the City.
2. Approves annual budget and sets tax rates.
3. Adopts ordinances and resolutions.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
GENERAL GOVERNMENT CITY COUNCIL	01/01

PROGRAM EXPENDITURES:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED BUDGET	PROJECTED	PROPOSED
PERSONNEL				
SUPPLIES				
CONTRACTUAL SERVICES	1,618	9,450	4,650	9,650
CAPITAL OUTLAY				
PROGRAM TOTAL	1,618	9,450	4,650	9,650

PERSONNEL SUMMARY:

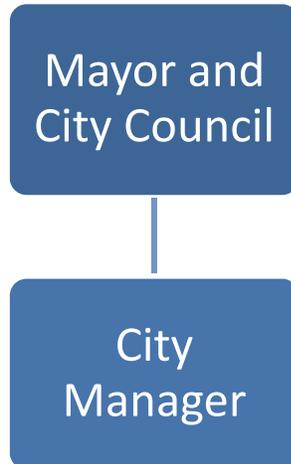
	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED BUDGET	PROJECTED	PROPOSED
FULL TIME POSITIONS:				
TOTAL FULL TIME:	0	0	0	0
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	0	0	0	0

SIGNIFICANT BUDGET CHANGES:



CITY OF SEAGOVILLE, TEXAS

City Manager



PROGRAM DESCRIPTION

The Office of City Manager is responsible for the day to day operations of the City including the hiring and supervision of all City department heads. The City Manager's office provides leadership and management in all levels of the organization.

FY 2021 ACCOMPLISHMENTS

3% pay increase for all employees /5% for First Responders

Added to property tax based funding of street maintenance program to \$401,281.

Conducted the City Annual Boards and Commissions Banquet.

Maintained fund financial reserves above the guidelines set by the City Council.

Provided ongoing direction to the City's economic and community development initiatives resulting in Panda Express restaurant

Assisted the Seagoville Economic Development Corporation in the provision of financial stimulus packages to local businesses.



FY 2021 ACCOMPLISHMENTS (continued)

Prepare and obtained approval of the FY 2021 operating budget

GOALS FOR FISCAL YEAR 2022

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Provide leadership to the City's ongoing civic academy initiative.

CITYWIDE GOAL (2) – FORMALLY DEVELOP COLLABORATIVE EFFORTS IN COMMUNITY AND ECONOMIC DEVELOPMENT

Facilitate continuing discussions regarding collaborative efforts with the Seagoville Economic Development Corporation concerning retail, commercial and light manufacturing opportunities.

CITYWIDE GOAL (3) – MAINTAIN THE CITY OF SEAGOVILLE AS A SAFE, CLEAN AND ATTRACTIVE COMMUNITY

Insure continued funding of the Litter Crew program.
Provide funding for major street renovation projects.

CITYWIDE GOAL (4) – MAINTAIN A QUALITY WORKPLACE FOR EMPLOYEES

Conduct at least two employee appreciation picnics on the City Hall lawn.
Work to increase employee pay in the FY 2021 – 2022 budget.

CITYWIDE GOAL (5) – TRANSPARENT AND RESPONSIVE GOVERNANCE AND BUSINESS SERVICES

Work to maintain City Council General Fund and Water and Sewer Fund reserve requirements.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
GENERAL GOVERNMENT CITY MANAGER	01/02

PROGRAM EXPENDITURES:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	226,543	249,156	256,344	266,673
SUPPLIES				
CONTRACTUAL SERVICES	1,680	2,240	2,240	2,240
CAPITAL OUTLAY				
PROGRAM TOTAL	228,223	251,396	258,584	268,913

PERSONNEL SUMMARY:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
City Manager	1	1	1	1
TOTAL FULL TIME:	1	1	1	1
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	1	1	1	1

SIGNIFICANT BUDGET CHANGES:

Personnel: Includes 3% pay increase



Program: City Manager's Office

GOAL	FY 2019 Actual	FY 2020 Budget	FY 2020 Projected	FY 2021 Budget
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's annual civic academy	Yes	Yes	Yes	Yes
Develop Collaborative Efforts in Community and Economic Development				
Objectives				
Discussions with Seagoville Economic Development Indicator:				
Joint City Council/SEDC Board meetings	1	1	3	1
Maintain Seagoville As A Safe, Clean and Attractive Community				
Objectives				
Continued funding of the Litter Crew Program	Yes	Yes	Yes	Yes
Provide funding for an additional police officer, building inspector, firefighter and dispatch supervisor	Yes	Yes	Yes	NA
Provide funding for an additional police officer and health inspector	NA	NA	NA	Yes
Provide funding for major drainage projects	Yes	Yes	Yes	Yes
Maintain A Quality Workplace For Employees				
Objectives				
Conduct two employee appreciation picnics	Yes	Yes	Yes	Yes
Work to increase employee pay annually	Yes	Yes	Yes	Yes
Transparent and Responsive Governance and Business Services				
Objectives				
Indicator:				
Number of Days of Fund Reserve in General Fund and Water and Sewer Fund (Council Policy = 60 Days)				
General Fund	134.0	90.7	106.2	91.1
Water and Sewer Fund	436.1	297.2	465.1	241.2



City Secretary

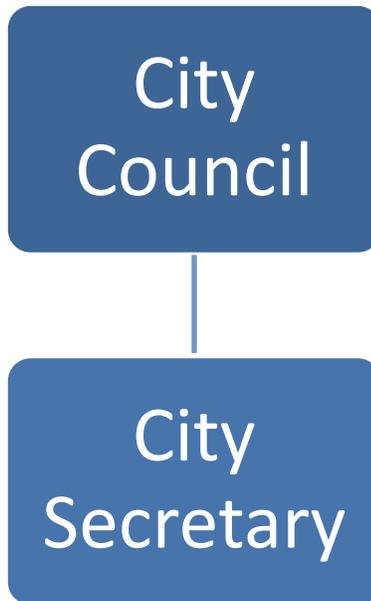
City Secretary

1. Posts notices, attends & records all Council meetings.
2. Administers elections.
3. Administers state-mandated records management program.



CITY OF SEAGOVILLE, TEXAS

City Secretary



PROGRAM DESCRIPTION

The Office of City Secretary strives to provide information and service to the citizens and the City Council by administering a state-mandated records management program, coordinating boards and commissions appointments, preparing official minutes for all Council meetings, preparing agenda packets for City Council meetings, retaining the corporate seal of the City, conducting City elections, and ensuring codification of the City's ordinances. This office also assists with special events such as receptions and supplies secretarial and administrative support to the Mayor and City Council as needed.

FY 2021 ACCOMPLISHMENTS

Posted agenda for all meetings occurring in FY 2021

Posted minutes for all meetings occurring in FY 2021

Successfully completed Open Records Requests

May 2021 local election

Conducted Records Management Program in accordance with State law



GOALS FOR FISCAL YEAR 2022

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Participate in hosting the City's annual civic academy.

CITYWIDE GOAL (5) – TRANSPARENT AND RESPONSIVE GOVERNANCE AND BUSINESS SERVICES

Conduct Records Management Program in accordance with State law.

Administer all City elections in full compliance with the City Charter and the Texas Election Code.

Post Council minutes on the City's website within 3 days upon approval.

Post agendas 72 hours before public meetings as required by state law.

Post approved ordinances on the City's website prior to the annual codification of the Code of Ordinances.

Fill all Public Information requests in a timely manner and in accordance to the Public Information Act.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
GENERAL GOVERNMENT CITY SECRETARY	01/03

PROGRAM EXPENDITURES:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	92,160	98,882	100,921	109,978
SUPPLIES	198	1,875	725	1,875
CONTRACTUAL SERVICES	8,635	24,177	59,147	37,320
CAPITAL OUTLAY				
PROGRAM TOTAL	100,993	124,934	160,793	149,173

PERSONNEL SUMMARY:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
City Secretary	1	1	1	1
TOTAL FULL TIME:	1	1	1	1
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	1	1	1	1

SIGNIFICANT BUDGET CHANGES:

Personnel: Includes 3% increase.

Department: City Secretary Office

GOAL	FY 2020 Actual	FY 2021 Budget	FY 2021 Projected	FY 2022 Budget
Transparent and Responsive Governance and Business Services				
Objectives				
Conduct Records management program in accordance with State law				
Indicator: Obtain Certificate of Completion from Texas State Library	Yes	Yes	Yes	Yes
Administer all City elections in full compliance with the City Charter and the Texas Election Code	Yes	Yes	Cancelled	Yes
Post Council agendas 72 hours before public meetings as required by State law	Yes	Yes	Yes	Yes
Post approved ordinances on the City's website prior to the quarterly codification of the Code of Ordinances	Yes	Yes	Yes	Yes
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's annual civic academy	Yes	Yes		Yes
OUTPUTS				
City Council meetings	32	35	35	30
Ordinances adopted	19	20	40	20
Resolutions adopted	80	65	90	60
Open records requests processed	347	350	350	350
Preparation of Council agenda packets	32	35	35	30
Elections held	1	1	Cancelled	1
EFFICIENCIES				
Quantity of records deemed eligible for destruction and destroyed	70 boxes	50 boxes		50 boxes
EFFECTIVENESS				
Percent of approved Council Minutes posted on website within 3 days of approval	99%	99%	99%	99%



Information Technology

Information Technology

1. Administer contract with Baxter Technology Services to maintain the City's technology systems.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
GENERAL GOVERNMENT INFORMATION TECHNOLOGY	01/22

PROGRAM EXPENDITURES:

	FY 20 ACTUAL	FY 21 AMENDED BUDGET	FY 21 PROJECTED	FY 22 PROPOSED
PERSONNEL				
SUPPLIES				
CONTRACTUAL SERVICES	109,293	121,618	122,818	154,465
CAPITAL OUTLAY				
PROGRAM TOTAL	109,293	121,618	122,818	154,465

PERSONNEL SUMMARY:

	FY 20 ACTUAL	FY 21 AMENDED BUDGET	FY 21 PROJECTED	FY 22 PROPOSED
FULL TIME POSITIONS:				
	0	0	0	0
TOTAL FULL TIME:	0	0	0	0
PART TIME POSITIONS:				
	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	0	0	0	0

SIGNIFICANT BUDGET CHANGES:

Contractual Services: Includes increase for network security services and data storage.



Human Resources

Human Resources

1. Provide centralized personnel services (hiring, benefits) for all City departments.



CITY OF SEAGOVILLE, TEXAS

Human Resources



PROGRAM DESCRIPTION

The Director of Administrative Services serves as support for all City departments and employees by administering all employee related activities, interpreting and updating policies, monitoring and accurately maintaining employee records, managing group benefits and workers' compensation, all city insurance activity and keeping the City in compliance with all applicable employment laws.

FY 2021 ACCOMPLISHMENTS

Advertise and provide support to department directors to successfully fill open positions. Researched, ensured and reported mandated Compliance Training for employees and Governing Body.



GOALS FOR FISCAL YEAR 2022

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

By the third quarter of FY 2022, participate with other departments in hosting Leadership Seagoville.

Partner with Seagoville High School to host the City's First Teen-Youth Leadership Seagoville Program.

First quarter of FY2022, host Health, Safety and Fitness Fair for employees and community.

CITYWIDE GOAL (6) – MAINTAIN A QUALITY WORKFORCE FOR EMPLOYEES

Work cooperatively throughout the fiscal year with all City staff to ensure compliance with all local, state and federal rules and regulations.

By the 3rd quarter of FY2021, finalize and implement electronic access to, and submission of, all employee benefits and employee forms.

By the end of the 4th quarter, revise and update the performance evaluation procedure and documentation.

Research and implement alternate third party medical provider to include after hour care.

Complete and distribute revised employee policies for approval and adoption.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
GENERAL GOVERNMENT HUMAN RESOURCES	01/23

PROGRAM EXPENDITURES:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	121,273	153,573	133,741	155,734
SUPPLIES	626	1,400	1,399	6,400
CONTRACTUAL SERVICES	2,565	9,300	8,551	9,300
CAPITAL OUTLAY				
PROGRAM TOTAL	124,463	164,273	143,691	171,434

PERSONNEL SUMMARY:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Director	1	1	1	1
TOTAL FULL TIME:	1	1	1	1
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	1	1	1	1

SIGNIFICANT BUDGET CHANGES:



Department: Human Resources

GOAL	FY 2020 Actual	FY 2021 Budget	FY 2021 Projected	FY 2022 Budget
Maintain a Quality Workforce for Employees				
Objectives				
Percentage of turnover as a measure of staff stability and staff satisfaction	3.00%	2.00%	3.50%	2.00%
Number of Workers' Compensation Claims	5	3	5	3
Percentage of employees receiving annual performance evaluations	100%	100%	100%	100%
Work cooperatively with City staff to ensure compliance with all local, state and federal rules and regulations				
Indicator: Successful claims and lawsuits against the City	None	None	None	None
Hosting annual employees health fair	Yes	Yes	Yes	Yes
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's annual civic academy	Yes	Yes	Yes	Yes



Finance

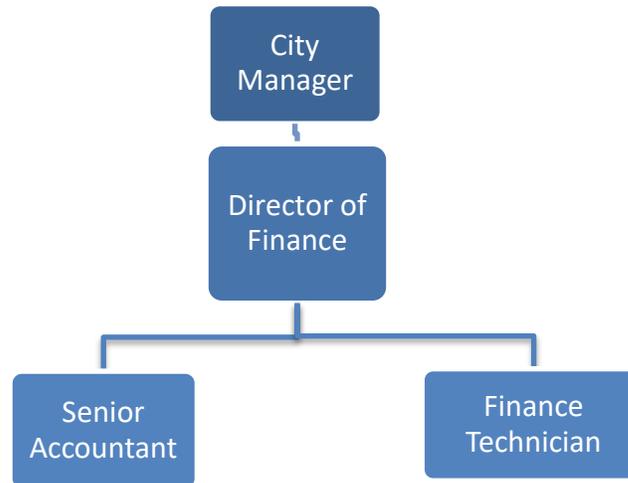
Finance

1. Handles financial affairs, i.e., disbursement and investing city funds
2. Manages the bond and debt service requirements.
3. Responsible for internal and external financial reporting.



CITY OF SEAGOVILLE, TEXAS

Finance



PROGRAM DESCRIPTION

The Finance program is responsible for providing quality financial services to the citizens and customers of the City of Seagoville in a professional manner. Specific responsibilities include, but are not limited to, accounts payable, payroll, fixed assets, banking services, investments, debt management, internal and external financial reporting and annual budget preparation.

FY 2021 ACCOMPLISHMENTS

Received the Triple Crown medallion recognizing that the City of Seagoville received all three GFOA awards (the Certificate of Achievement for Excellence in Financial Reporting Award, Distinguished Budget Presentation Award, and the Popular Annual Financial Reporting Award) for FYE 2019.

GOALS FOR FISCAL YEAR 2022

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Participate in hosting the City's annual civic academy.

GOALS FOR FISCAL YEAR 2022 (continued)
CITYWIDE GOAL (2) – OPEN, TRANSPARENT AND RESPONSIVE GOVERNANCE
AND BUSINESS SERVICES

Obtain the GFOA financial reporting achievement award for the FY 2021 Comprehensive Annual Financial Report.

Obtain the GFOA distinguished budget presentation award for the FY 2022 annual budget document.

Obtain the GFOA popular annual financial reporting award.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
GENERAL GOVERNMENT FINANCE	01/04

PROGRAM EXPENDITURES:

	FY 20 ACTUAL	FY 21 AMENDED BUDGET	FY 21 PROJECTED	FY 22 PROPOSED
PERSONNEL	318,080	192,301	201,066	299,606
SUPPLIES	342	500	500	500
CONTRACTUAL SERVICES	57,822	137,445	106,935	88,235
CAPITAL OUTLAY				
PROGRAM TOTAL	376,243	330,246	308,501	388,341

PERSONNEL SUMMARY:

	FY 20 ACTUAL	FY 21 AMENDED BUDGET	FY 21 PROJECTED	FY 22 PROPOSED
FULL TIME POSITIONS:				
Director of Finance	1	1	1	1
Senior Accountant/Assistant Director of Finance	1	1	1	1
Finance Technician	1	1	1	1
TOTAL FULL TIME:	3	3	3	3
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	3	3	3	3

SIGNIFICANT BUDGET CHANGES:

Personnel

Assistant Finance Director promoted to Finance Director. Senior Accountant position created in FY 2021.



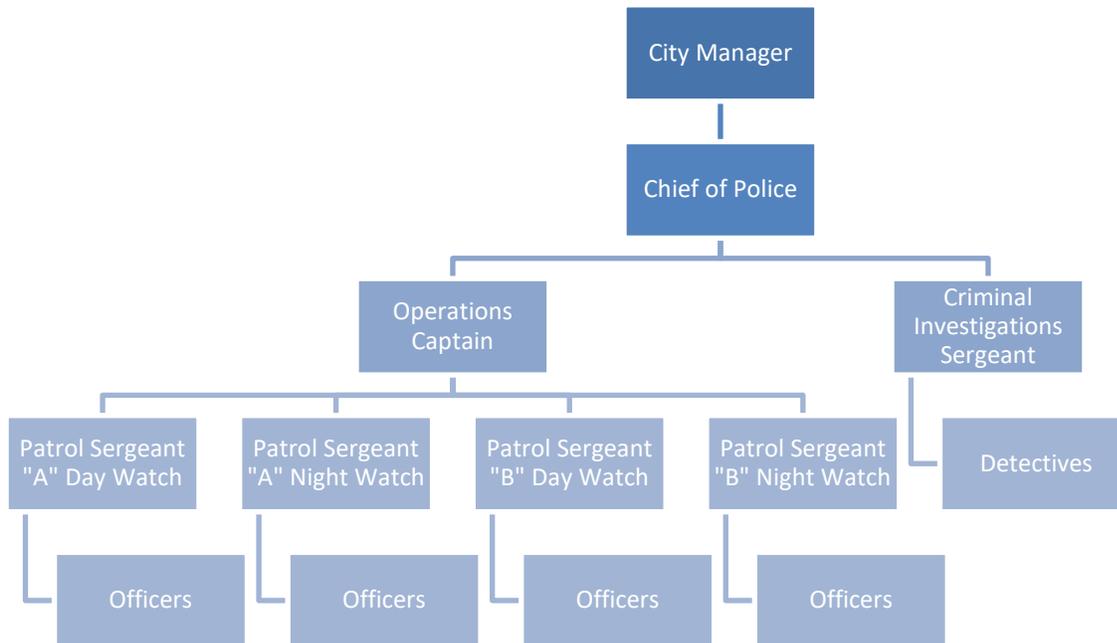
Department: Finance

GOAL	FY 2020 Actual	FY 2021 Budget	FY 2021 Projected	FY 2022 Budget
Transparent and Responsive Governance and Business Services				
Objectives				
Reduce average days to reconcile bank statements				
Indicator: Average number of days to reconcile bank statements	5	5	5	5
Receipt of GFOA Financial Reporting Excellence Award with five or less GFOA review comments				
Indicators: Receipt of GFOA Financial Reporting Excellence Award Number of GFOA review comments	Yes	Yes	Yes	Yes
Completion of annual audit and annual financial report with three or less audit adjustments				
Indicator: Number of audit adjustments	1	2	2	2
Receipt of GFOA Popular Financial Reporting Award	N/A	Yes	Yes	Yes
Receipt of GFOA Distinguished Budget Presentation Award with three or less GFOA review comments				
Indicators: Receipt of GFOA Distinguished Budget Presentation Award Number of GFOA review did not satisfy scores		Yes	Yes	Yes
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in the City's civic academy	N/A	Yes	No	Yes



CITY OF SEAGOVILLE, TEXAS

Police



PROGRAM DESCRIPTION

Public safety is an essential program in every city, town or county. The main function of public safety is to preserve and protect life, liberty and property in a professional and courteous manner for all. The Seagoville Police department is comprised of 26 full time sworn officers, 2 part-time sworn officers and 16 civilian members. We have four sections within the organization including the Patrol division, Criminal Investigations, Communication division and Records division. We all work together as a team to provide safety and security to the citizens of Seagoville. In addition we strive to build strong relationships with everyone in the community through our daily interactions with the public as well as our programs such as the Citizens Police Academy and Citizens on Patrol. Our agency is certified by the Texas Police Chief's Best Practices Program.



City of Seagoville Police Department

600 North US Highway 175
Seagoville, Texas 75159
Phone 972.287.2999 Fax 972.287.2917
www.seagoville.us



Statement of Accomplishments

Police Department

During the first six months of this fiscal year your Seagoville Police Department has accomplished the following:

- Reduced the part one crime rate by 3.42% over this same time period last year and this is with a complete year of reporting under the NIBRS platform.
- We are currently fully staffed with full time sworn personnel with our current level of sworn personnel at (26)
- In October of this year we went live providing public safety communications, E 9-1-1 service and holding facility services for the Town of Sunnyvale. Through the negotiations of this venture we received funding for (5) additional Communication Technicians. To date we currently only have (3) opening left to fill and a vast amount of training that is currently taking place.
- 2020 posed some very unique and unprecedented challenges for everyone, we are no different. Through it all, and through the challenges that we were met with we have managed to persevere, maintaining moral while keeping the City and citizens safe.
- Through the 2020 grant year we were able to acquire grant funding in the amount of \$72,364.49 to replace all of our in-car computer systems and connectivity platforms for better reliability. For this next year we have submitted a grant application and proposal for a virtual training simulator, if awarded the total budget for this project will be \$75,710.00



GOALS FOR FISCAL YEAR 2022

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Participate in hosting the City's annual civic academy.

CITYWIDE GOAL (3) – MAINTAIN THE CITY OF SEAGOVILLE AS A SAFE, CLEAN AND ATTRACTIVE COMMUNITY

The number one goal of the Seagoville Police Department is the safety and security of those who live, work and visit this fine City. We achieve this goal by providing fair, prompt and professional service to the citizens of Seagoville. We measure the success of this goal by looking at the number of citizen complaints filed, which have been (0) zero. By maintaining a highly trained staff and the equipment to perform these tasks, we can accomplish these tasks with confidence.

Our number two goal is crime reduction and prevention through pro-active measures such as traffic enforcement, along with detection, apprehension and prosecution of those you commit criminal acts in our community. Thus far in this fiscal year we have managed to accomplish a 3.42% reduction in part one crime statistics and this is through a complete year of new NIBRS reporting system, which is more of an incident based reporting system. We hope to be able to continue this trend through the remainder of this fiscal year and into fiscal year 2022.

Our number three goal is to provide good fiscal management. The citizens and business owners of this community expect and deserve to have their tax dollars spent wisely. We strive to ensure that every purchase we make, we are spending their money legally and wisely. We accomplish this goal through maintaining cooperative purchasing agreements, researching established prequalified vendors through the HUB Historically Underutilized Business bidders list, Buyboard, Texas Smart Buy program and other competitive purchasing programs.



Fire

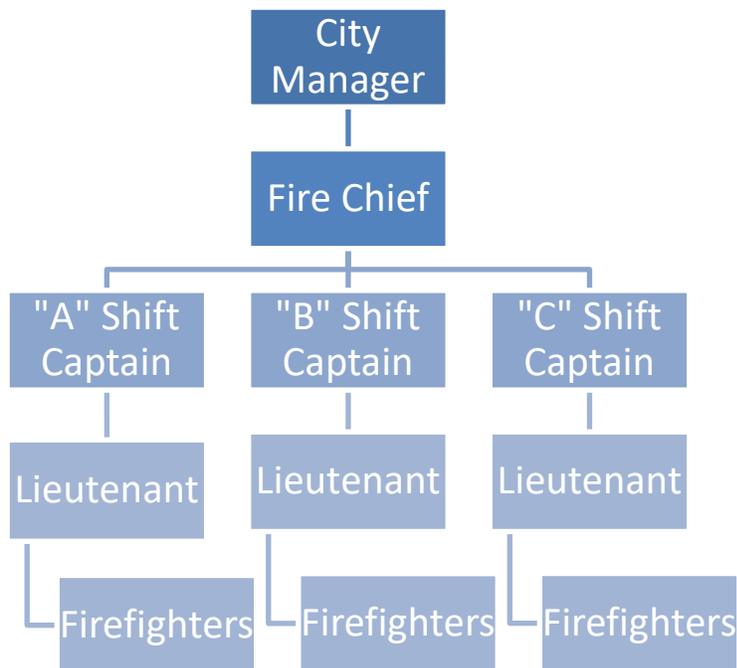
Fire

1. Provides 24-hour fire protection and emergency medical services.



CITY OF SEAGOVILLE, TEXAS

Fire



PROGRAM DESCRIPTION

The Seagoville Fire Department protects our citizens and visitors by minimizing the loss of life and property resulting from fire, medical emergencies and other disasters in such a manner that will retain the public's support and confidence in all aspects of service delivery.

FY 2021 ACCOMPLISHMENTS

The fire department ended 2020 with a total incident count of 2548. Our average response time for 2020 was 5:49. Inspections of businesses is a process that will take some time to get back up to normal counts as we were faced with the Global shut downs. October 2020 through June 2021 (Count is down due to COVID 19) we have inspected approximately 105 businesses.

Acadian Ambulance responded to 2174 incidents and maintained an average response time under six minutes.



FY 2021 ACCOMPLISHMENTS (continued)

Fire Hydrant maintenance is under way with all shifts covering the city flowing and testing hydrants. We have 525 plus total hydrants throughout the city.

Training objectives are still top priority. We have completed multiple mutual aid training sessions with Crandall Fire Department and we will be expanding our multi company training to include neighboring departments. The Swift Water Rescue training included three new members and adding another three this October. We are also getting our Hovercraft Pilots trained at Kaufman City Lake. The total hours of training completed at this time are 12. We will continue our process to get all pilots trained to be able to properly utilize our new equipment.

Fire Station #2 (aka "The Ranch") is completed and fully operational as of April 1, 2021. This is our most exciting project to date and we are looking forward to the opportunity to be able to serve our community better with a second fire station.

GOALS FOR FISCAL YEAR 2022

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Participate in hosting the City's annual civic academy.

CITYWIDE GOAL (3) – MAINTAIN THE CITY OF SEAGOVILLE AS A CLEAN, SAFE AND ATTRACTIVE COMMUNITY

100% of the time, the ambulance service shall answer all Priority 1 (life threatening emergency request) within 7 minutes 59 seconds or less from time of dispatch to arrival at the scene, and for all Priority 2 (non - life threatening emergency request) within 10 minutes 59 seconds or less from time of dispatch to arrival at the scene.

The fire department expects to perform all fire inspections in FY 2022

Perform flow tests of 630 fire hydrants in FY 2022

Maintain an average response time on all incidents below 6:00 minutes

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
PUBLIC SAFETY FIRE	01/11

PROGRAM EXPENDITURES:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	1,922,202	2,053,660	2,043,699	2,468,236
SUPPLIES	84,132	87,943	87,653	99,611
CONTRACTUAL SERVICES	49,636	76,073	74,686	76,073
CAPITAL OUTLAY				
PROGRAM TOTAL	2,055,970	2,217,676	2,206,038	2,643,920

PERSONNEL SUMMARY:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Chief	1	1	1	1
Captain	3	3	3	3
Lieutenant	3	3	3	3
Firefighter	18	18	18	18
TOTAL FULL TIME:	25	25	25	25
PART TIME POSITIONS:				
Firefighter	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	25	25	25	25

SIGNIFICANT BUDGET CHANGES:

Personnel: Includes New Step Pay salary increase.



Department: Fire

GOAL	FY2020 Actual	FY 2021 Budget	FY 2021 Projected	FY 2022 Budget
Maintain the City of Seagoville as a Safe, Clean and Attractive Community				
Objectives				
Indicators:				
Percent of Priority I emergency responses within 7:59 minute response time	97%	98%	97%	98%
Average Response time to all incidents	5:49	5:30	5:30	5:30
Fire and EMS Cost per Capita		\$ 140.48	\$ 134.85	
Provide high quality community oriented services with sensitivity				
Indicators:				
Number of Citizens receiving community CPR training	N/A	N/A	NA	NA
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's annual civic academy	No	Yes	No	Yes
OUTPUTS				
Calls for Service	2,548	2,950	3,000	3,200
Fire Inspections	105	580	450	500
Fire Hydrant Maintenance	400	630	600	625



Support Services

Records

1. Manages all police reports including paperless reports entered through the computerized management system.

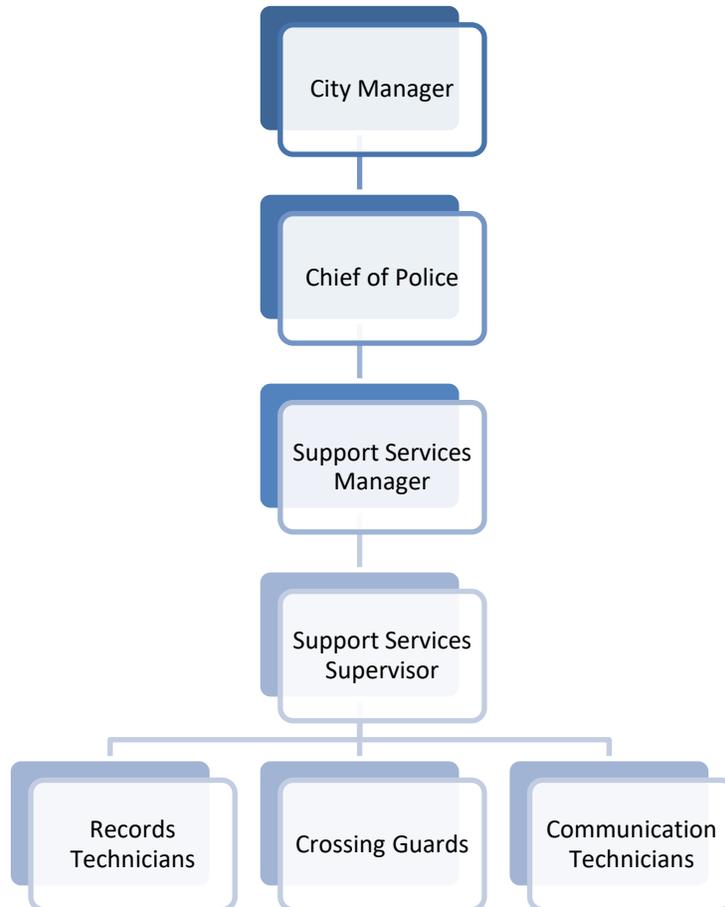
Communications

1. Dispatches fire, police and emergency medical services for the City of Seagoville.
2. Serves as a Public Safety Answering Point (PSAP).



CITY OF SEAGOVILLE, TEXAS

Support Services



PROGRAM DESCRIPTION

The Records Program manages all police reports including paperless reports. Staff also assists with providing copies of reports and responding to open records requests. The Communications Program dispatches fire, police and emergency medical services for the City of Seagoville. The Crossing Guards safeguard children from danger traveling to and from school.



FY 2021 ACCOMPLISHMENTS

We completed the install of the Crimes Mobile Citation (Ticket writers)

We continue to scan in documents in furthering our goals to become a paperless section.

We revamped the mobile Wi-Fi from Verizon to First Net AT&T using Pep Link

Our goals have been met for 2021.

GOALS FOR FISCAL YEAR 2022

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Participate in hosting the City's annual civic academy.

CITYWIDE GOAL (2) – OPEN, TRANSPARENT AND RESPONSIVE GOVERNANCE AND BUSINESS SERVICES

Our goals for 2022 is to continue to meet the Best Practice rules. We will continue to strive to do our best by performing at our highest level of excellence as employees of the City of Seagoville.

To become fully staffed in Dispatch to have 2 dispatchers and a call taker for each shift.

Start preparing for the future of our Department. To ensure the best of the best is obtained and maintained with technology, equipment and service provided for our employees and to our community.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
PUBLIC SAFETY SUPPORT SERVICES	01/17

PROGRAM EXPENDITURES:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	654,863	734,475	488,028	781,513
SUPPLIES	8,758	6,946	6,946	6,946
CONTRACTUAL SERVICES	69,001	123,573	123,573	129,323
CAPITAL OUTLAY	3,833	3,549	3,549	3,549
PROGRAM TOTAL	736,455	868,543	622,096	921,331

PERSONNEL SUMMARY:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Manager	1	1	1	1
Supervisor	1	1	1	1
Records Technician	3	3	3	3
Communication Technician	5	9	9	13
TOTAL FULL TIME:	10	14	14	18
PART TIME POSITIONS:				
Communication Technician	0.75	0.75	0.75	0.75
TOTAL PART TIME:	0.75	0.75	0.75	0.75
TOTAL FULL TIME EQUIVALENT	10.75	14.75	14.75	18.75

SIGNIFICANT BUDGET CHANGES:

Personnel

Includes 5% Salary increase for positions.

Contractual Services

Increases resources allocated for software maintenance for the Electronic Training Program system.



Animal Services

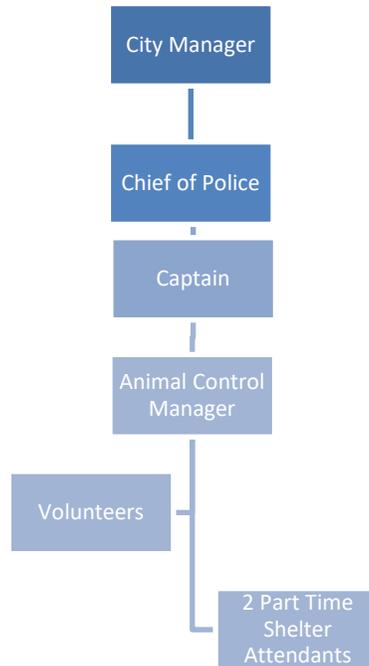
Animal Services

1. Provides animal control services.
2. Maintains local animal shelter.



CITY OF SEAGOVILLE, TEXAS

Animal Services



PROGRAM DESCRIPTION

The Animal Services Program is responsible for the enforcement of the City's animal control ordinances and the Texas Health and Safety Code pertaining to the control, care and regulations of animals. Primary functions are to safeguard the public's health and safety and to ensure responsible supervision and humane treatment for all animals within its jurisdiction. Animal Service achieves this mission by responding to calls for service, picking up stray animals, investigating animal bite cases, cases of animal abuse/neglect and securing loose livestock. Equally important to protecting the public's health and safety is reuniting stray animals with their owners and adopting unclaimed strays while reducing the number of animals euthanized. This is facilitated through a microchip program, shelter adoptions and volunteer adoption events at locations in and around the City of Seagoville.



FY 2021 ACCOMPLISHMENTS

The Seagoville Animal Shelter has, for ten years, and continues to maintain its no kill status through adoption events, rescues, and return to owners. Last year was an extraordinary year due to the COVID pandemic. Our overall numbers were down for the year, but we are seeing those numbers return to normal levels as we emerge from the grips of the pandemic.

Out of 280 canine intakes and 231 feline intakes for 2020, there were only 3 canines euthanized and 3 felines euthanized. These were mostly due to illness or aggression. As you can see, our canine intakes were down considerably, however our feline intakes were on par for normal averages. The animal shelter's volunteer program plays an enormous role in the success of the no kill philosophy by keeping the animal shelter open for adoptions and putting in a total of 3402 volunteer hours throughout the year.

The microchip program continues to benefit Animal Services as another tool they can utilize to get animals back to their rightful owner which helps reduce shelter stays and associated costs. The microchip program has also given Animal Services a computerized means of logging animal and owner information streamlining their efforts of owner returns. In 2020, 52 animals were returned to their rightful owners with a microchip. Every other animal that left the shelter by means of adoption or rescue was also microchipped. Having each animal microchipped upon intake has allowed for Animal Services to better keep track of the records for each animal in the system. Animal Services staff is easily able to distinguish who an animal is simply by scanning the animal and finding the correlating record based on microchip number.

GOALS FOR FISCAL YEAR 2022

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Participate in hosting the City's annual civic academy
Maintain the "no kill" philosophy within the program.

CITYWIDE GOAL (3) – MAINTAIN THE CITY OF SEAGOVILLE AS A SAFE, CLEAN AND ATTRACTIVE COMMUNITY

Animal Services has once again met their goal as a no kill municipal animal shelter with an approximate 98% no kill status.



With the hiring of a full time Animal Shelter attendant, Animal Services will be better able to assist the community as a whole. The shelter currently has one full time Animal Control Officer and two part time Shelter Attendants. With the hiring of an additional full time Shelter Attendant, Animal Services will have someone physically at the shelter weekdays from 8-5. This will enhance the customer service of Animal Services. The shelter often misses out on potential adoptions, surrenders, rescues, and reclamations since it is not fully staffed during operating hours. The Animal Control officer may be on duty weekdays from 8-5, but if it is in the afternoon, the part time shelter attendants are no longer there. This means citizens and potential adopters have to wait for the Animal Control Officer to finish the call he is on before coming to the shelter to assist them with their needs. This will also allow someone to answer and return calls quicker and keep the shelter cleaner and more organized. Also, a full time shelter attendant that was certified and trained in Animal Control procedures would reduce the need for police officers to handle animal related calls in the event the ACO is off duty for sick or vacation. Currently, one of our part time shelter attendants is ACO and euthanasia certified, therefore the transition from part time to full time would be seamless.

Animal Services continues to make strides toward the return animals to their rightful owner. The microchip program greatly enhances these efforts.

An increase in the microchip budget would better allow Animal Service to increase the amount of registered animals in the city. The current budget allowed for the purchase of microchips for intakes, but didn't leave much room to purchase additional microchips for city registration or microchip clinics.

Texas Department of State Health Services Zoonosis division inspections were handled virtually this past year. Since 2019, with the introduction of new concrete sealants for the floors of the shelter, passing inspection has not been an issue. Ongoing maintenance and upkeep will need to be completed to ensure the shelter passes inspection again this year. Telephone and internet connectivity have been intermittent over the past several years. Through new technology upgrades we hope to eliminate those issues.

The parking lot at the Animal Shelter would also benefit from being resurfaced. Attempts have been made to smooth out the driveway to the shelter, but there is still washout and large potholes when you drive up to the building. Visitors to the shelter have previously complained about the driveway/parking lot.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
PUBLIC SAFETY ANIMAL SERVICES	01/05

PROGRAM EXPENDITURES:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	90,618	102,819	90,733	146,165
SUPPLIES	14,176	17,223	14,137	18,323
CONTRACTUAL SERVICES	7,813	10,470	7,491	10,770
CAPITAL OUTLAY				
PROGRAM TOTAL	112,608	130,512	112,361	175,258

PERSONNEL SUMMARY:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Animal Control Officer	1	2	2	2
TOTAL FULL TIME:	1	2	2	2
PART TIME POSITIONS:				
Animal Shelter Attendant	1	2	2	2
TOTAL PART TIME:	1	2	2	2
TOTAL FULL TIME EQUIVALENT	2	4	4	4

SIGNIFICANT BUDGET CHANGES:



Department: Animal Services

GOAL	FY 2018 Actual	FY 2019 Budget	FY 2019 Projected	FY 2020 Budget
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's annual civic academy	Yes	Yes	Yes	Yes
Maintain the "no kill" philosophy within the program				
Indicator: Percentage of animals euthanized compared to total outcomes	0.75%	None	1.00%	1.00%
Maintain the City of Seagoville as a Safe, Clean and Attractive Community				
Objectives				
Strive to return animals to their rightful owners				
Indicator: Animals microchipped	455	800	800	900
Animals returned to owners	149	180	180	200
Respond to calls with courtesy and respect				
Indicator: Number of citizen complaints	None	None	None	None
Deliver efficient animal services throughout the year				
Indicator: Retention of a full time Animal Services manager	Yes	Yes	Yes	Yes
Pass the annual State Review				
Indicator: Satisfactory Rating from State Department of Health Services	Yes	Yes	Yes	Yes



Municipal Court

Municipal Court

1. Collects fines, fees and state costs.
2. Schedules court hearings & generates production of arrest warrants.
3. Maintains records relating to court proceedings.



CITY OF SEAGOVILLE, TEXAS

Municipal Court



PROGRAM DESCRIPTION

The Municipal Court is responsible for the prompt, accurate processing of Class C misdemeanor charges and collections of fines. We are dedicated to principle of fair and impartial justice administered with respect and equality in order to serve all customers in a courteous, efficient and professional manner.

FY 2021 ACCOMPLISHMENTS

The Municipal Court Clerk successfully set up and trained for Virtual Court Hearings. She also achieved her Level 1 Certification. Her accomplishment was a great reflection on the City, because for the first time, there were two Certified Court clerks in the Municipal Court.



GOALS FOR FISCAL YEAR 2021

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Participate in hosting the City's annual civic academy.

Train the new Court Clerk and continue to cross train to improve communication and increased understanding of municipal court operations, and improve coverage of ongoing business should the Municipal Court Administrator be out for an extended period.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY SERVICES MUNICIPAL COURT	01/12

PROGRAM EXPENDITURES:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	120,427	125,304	122,875	120,607
SUPPLIES	144	150	150	150
CONTRACTUAL SERVICES	48,201	54,066	69,566	55,566
CAPITAL OUTLAY				
PROGRAM TOTAL	168,772	179,520	192,591	176,323

PERSONNEL SUMMARY:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Court Administrator	1	1	1	1
Court Clerk	1	1	1	1
TOTAL FULL TIME:	2	2	2	2
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	2	2	2	2

SIGNIFICANT BUDGET CHANGES:



Department: Municipal Court

GOAL	FY 2019 Actual	FY 2020 Budget	FY 2020 Projected	FY 2021 Budget
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's annual civic academy	Yes	Yes	Yes	Yes
Provide Services in an efficient manner				
Indicators:				
Update web payments daily	Yes	Yes	Yes	Yes
Record and prepare deposit payments within one business day	Yes	Yes	Yes	Yes
Participate in annual warrant round-up	Yes	Yes	Yes	Yes
Outputs				
# of Warrants Issued		1,597		2,236
# of Warrants Cleared		2,141		2,856
# of Violations/Complaints processed		5,183		5,356
Efficiencies				
#Online Payments		835		807
Outstanding Payment Plan Fiscal Year End Balance		53,043		38,281
Effectiveness				
%Warrants Cleared		75%		75%
Total Cases Pending at Fiscal Year End				
Active		4,907		6,543
Inactive		5,821		7,761



Library

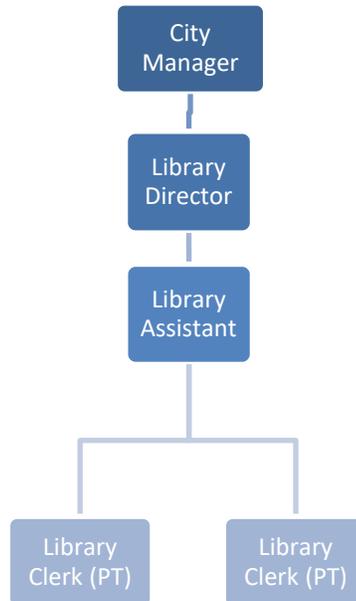
Library

Provide material and services to fulfill the informational, recreational and educational needs of the residents of Seagoville. The term "residents" encompasses individuals and groups of every age, education, philosophy, occupation, economic level, ethnic origin and human condition.



CITY OF SEAGOVILLE, TEXAS

Library



PROGRAM DESCRIPTION

The Seagoville Library enriches the community by sparking a love of learning in its youth and nourishing that love in its adult citizens. The Library is a vibrant touch-point for learning and exploration offering a personal approach that creates a welcoming environment for all members of the community.

FY 2021 ACCOMPLISHMENTS

During the COVID-19 shutdown of 2021 the Seagoville Public Library staff conducted a comprehensive evaluation of all library materials. All materials were evaluated for comprehensive labelling, subject entries and annotation notes within the library automation system.

The Children's Services Librarian developed, implemented and managed a virtual Summer Reading Program that resulted in a record-breaking number of minutes read by young library patrons ages 3-18. The Library presented its first ever Story in the Park, by placing book pages along the walkway at Central Park.



In accordance with Government Code 441.127(a), Library Systems under the authority of the Texas State Library and Archives Commission, Seagoville Public Library maintained accreditation standards for FY 2020 and is on track for FY 2021 accreditation.

The Wi-Fi Hotspot lending program was expanded FY 2020. The Library currently has ten mobile Wi-Fi Hotspot devices to circulate to library patrons.

GOALS FOR FISCAL YEAR 2022

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Develop Programs and Services that are inclusive to the entire community.

CITYWIDE GOAL (2) – OPEN, TRANSPARENT AND RESPONSIVE GOVERNANCE AND BUSINESS SERVICES

Continue to implement elements of comprehensive technology plan, specifically to upgrade/replace two public workstations.

To maintain requirements of the Texas State Library Accreditation standards

CITYWIDE GOAL (3) – PROVIDE QUALITY LEISURE OPPORTUNITIES

Continue to provide the summer reading program, story time for preschoolers, outreach reading to day care centers, open Wi-Fi access, Wi-Fi lending program and 10 computer workstations available to Library patrons.

Maintain access to Overdrive e-books and audio books. Maintain a constant wait list assessment to ensure relevance of the digital collection.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY SERVICES LIBRARY	01/13

PROGRAM EXPENDITURES:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	206,710	215,440	213,889	217,460
SUPPLIES	1,716	1,750	1,784	1,750
CONTRACTUAL SERVICES	3,611	4,750	4,600	4,750
CAPITAL OUTLAY	14,476	14,000	14,000	14,000
PROGRAM TOTAL	226,513	235,940	234,273	237,960

PERSONNEL SUMMARY:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Library Director	1	1	1	1
Library Assistant	1	1	1	1
TOTAL FULL TIME:	2	2	2	2
PART TIME POSITIONS:				
Library Clerk	1	1	1	1
TOTAL PART TIME:	1	1	1	1
TOTAL FULL TIME EQUIVALENT	3	3	3	3

SIGNIFICANT BUDGET CHANGES:

Library Director retiring in January 2022. Assistant will move into Director position.



Department: Library

GOAL	FY 2020 Actual	FY 2021 Budget	FY 2021 Projected	FY 2022 Budget
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's annual civic academy	Yes	Yes	N/A	Yes
Continue the development and implementation of the comprehensive 5 year technology plan	Continue	Continue	Continue	Continue
Effectiveness				
Maintain accreditation with the Texas State Library				
Indicators: Accreditation letter	Yes	Yes	Yes	Yes
Provide Quality Leisure opportunities				
Outputs				
Indicators:				
Attendance - Story Time for Preschoolers	570	550	0	550
Attendance - Summer Reading Club	462	500	462	500
Attendance - Day Care Outreach Program	160	160	0	160
Open WiFi access	Yes	Yes	Yes	Yes
Library Visits	4,527	16,050	7,000	16,050
Library Materials Circulated	22,599	33,500	12,500	33,500
Efficiencies				
Number of Library Visits per Library Employee	7,533	11,166	4,166	11,166



Senior Center

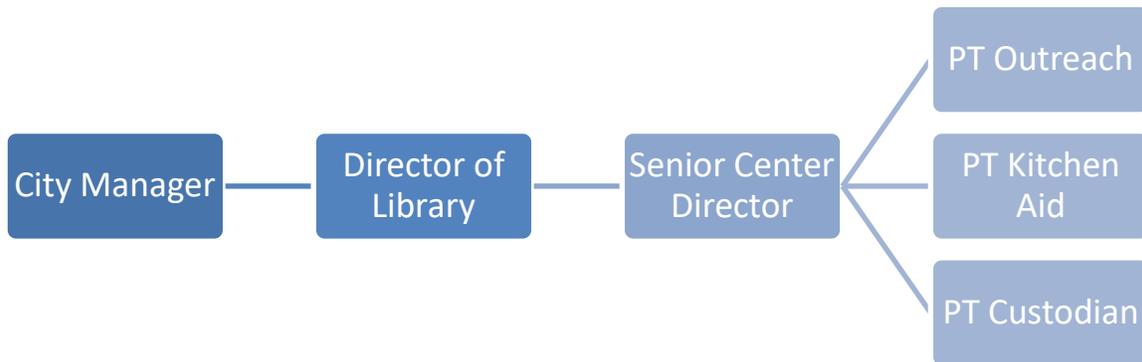
Senior Center

1. Provides activities for senior citizens.



CITY OF SEAGOVILLE, TEXAS

Senior Center



PROGRAM DESCRIPTION

The Seagoville Senior Center is reaching out to persons 60 years of age and older with the greatest economic and social needs, with particular attention to individuals residing in Seagoville. Plan, develop and coordinate services that ensure positive impact to our participants' health, honor and dignity.

FY 2021 ACCOMPLISHMENTS

Passed the annual Dallas County health inspection

Passed the Dallas County Aging Association (DCAAA) annual kitchen review

Working with North Texas Food Bank and have the PAN box program at the center first

Monday of every other month for distribution. They are doing 2 months at a time due to the Covid 19 pandemic.



FY 2021 ACCOMPLISHMENTS (continued)

We are hoping to reopen the center at some point in 2022. Once we open, we will be doing the congregate meals only. With the funding from DAAA we will be doing meals at the center only, once the new fiscal year starts. That decision could change depending on the State of Texas and decisions made. If we are doing the Congregate meals, food is not allowed outside of the center.

The City of Seagoville allowed the employees of the senior center to accept the extra Covid 19 funding and hand out 3 meals a day during the week for most of the year and 5 meals on Friday. That was done with the exception of a few months. STAR transit has provided meals to the seniors that are home bound and do not feel safe or are physically unable to drive to center to get the meal.

GOALS FOR FISCAL YEAR 2022

CITYWIDE GOAL (1) – ENHANCE THE QUALITY OF LIFE IN SEAGOVILLE

Serve a congregate meal 5 days a week to any qualifying person 60 years of age or older or their spouse.

In association with STAR transit services, provide medical transportation to any disabled person or senior 60 years or older living in Seagoville.

In association with STAR transit services, provide transportation to Dallas Area Rapid Transit (DART) from various locations in Seagoville.

Pass the annual Dallas County health inspection

Pass the Dallas County Aging Association (DCAAA) annual financial review

Pass the Dallas County Aging Association (DCAAA) annual kitchen review

Provide games, arts and crafts, exercise, karaoke, dancing and outings to senior center members

Provide opportunities for craft activity participants to have a craft sale as a means of fundraising for local outings

Have booths at Seagoville events to advertise the senior center as well as show off the crafts made at center.

Reopen the center to get the seniors active and socialized again to improve their health.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY SERVICES SENIOR CENTER	01/14

PROGRAM EXPENDITURES:

	FY 20 ACTUAL	FY 21 AMENDED BUDGET	FY 21 PROJECTED	FY 22 PROPOSED
PERSONNEL	129,333	135,783	127,394	136,633
SUPPLIES	6,933	5,300	5,300	5,300
CONTRACTUAL SERVICES	70,218	68,775	67,275	68,775
CAPITAL OUTLAY				
PROGRAM TOTAL	206,483	209,858	199,969	210,708

PERSONNEL SUMMARY:

	FY 20 ACTUAL	FY 21 AMENDED BUDGET	FY 21 PROJECTED	FY 22 PROPOSED
FULL TIME POSITIONS:				
Manager	1	1	1	1
TOTAL FULL TIME:	1	1	1	1
PART TIME POSITIONS:				
Outreach Worker	0.75	0.75	0.75	0.75
Maintenance Worker	0.50	0.50	0.50	0.50
Food Server	0.64	0.64	0.64	0.64
TOTAL PART TIME:	1.89	1.89	1.89	1.89
TOTAL FULL TIME EQUIVALENT	2.89	2.89	2.89	2.89

SIGNIFICANT BUDGET CHANGES:



Sanitation

Sanitation

1. Administer the contract with Republic Services for city-wide solid waste removal.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY SERVICES SANITATION	01/16

PROGRAM EXPENDITURES:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL				
SUPPLIES				
CONTRACTUAL SERVICES	94,885	910,713	910,713	955,927
CAPITAL OUTLAY				
PROGRAM TOTAL	94,885	910,713	910,713	955,927

PERSONNEL SUMMARY:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
TOTAL FULL TIME:	0	0	0	0
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	0	0	0	0

SIGNIFICANT BUDGET CHANGES:

Contractual Services: Reflects estimated increase in customer activity.



Community Development

FY 2021 ACCOMPLISHMENTS

- Created a Digital Inspection Log
- Submitted a grant for Malloy Bridge/Crestview Reimbursement from Dallas County
- Casey was Certified as an Administrative Assistant
- Providing quotes for an Online Permit Module
- Kailey passed the Residential Inspector Qualifications
- Received grant for Malloy Bridge/Crestview Reimbursement from Dallas County
- Repairs made to Combine Road
- Rehab done on Cubley, Ferrell and Potter
- Repairs on Dice Road
- Replaced Cain Street
- Engineering done for sidewalks for Malloy Bridge Road
- New Parking lot poured for Freedom Park, Installed lights and equipment also
- Backflow Digital Log created and implemented
- Drafted a Residential Checklist for New Homes
- Kailey and Ladis completed CEU's Plumbing
- Obtained engineering plans for Woodhaven Drainage
- Repaved Ross Lane and Johnnie Row with concrete
- Four-way light installed at Crestview and Malloy Bridge Road
- Completed remodel on 108 North Railroad



Program: Community Development

GOAL	FY 2019 Actual	FY 2020 Budget	FY 2020 Projected	FY 2021 Budget
Enhance the Quality of Life in Seagoville				
Objectives				
Participate in hosting the City's first civic academy	Yes	Yes		Yes
Maintain Seagoville As A Safe, Clean and Attractive Community				
Objectives				
Continue to fund litter crew program	Yes	Yes	Yes	Yes
Explore opportunities to reduce the City's ISO rating through building standards Indicator: ISO rating - commercial ISO rating - residential			6 5	
Explore federal, state and county grant opportunities to enhance the mobility of pedestrians and handicapped individuals Indicator: Number of grants			1	
Manage street funding, engineering and contractors to complete street renovation projects Indicator: Street renovation projects				
Develop Collaborative Efforts in Community and Economic Development				
Objectives				
Obtain SEDC funding for Quality of Life Projects Indicator: Funding provided				



Building Inspection and Services

Building Inspection

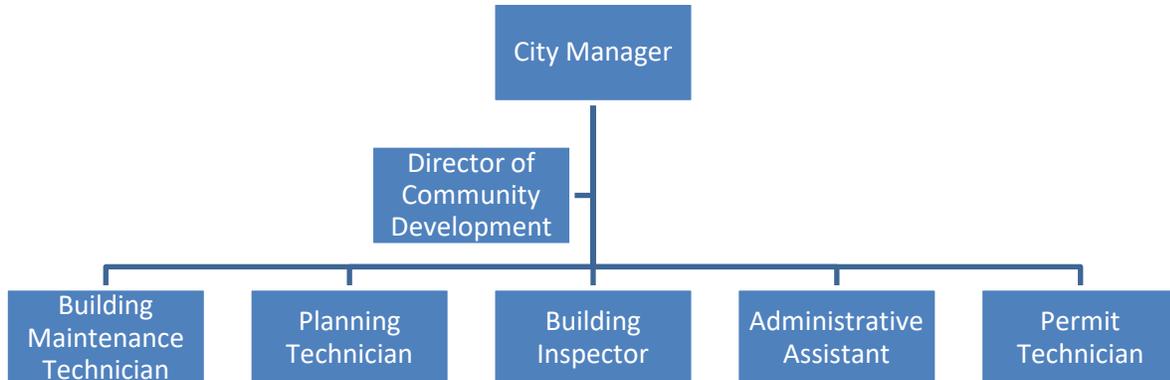
1. Process and review all building applications and development plans.
2. Issue building and development permits and certificates.
3. Adhere to and maintain building code chapters and sections, guides, and other documents.

Building Services

1. Maintain city buildings.
2. Assist other departments maintain clean and safe city highways



CITY OF SEAGOVILLE, TEXAS



Building Inspection and Services

PROGRAM DESCRIPTION

The Building Inspection Program provides public safety by enforcing local and state regulations and codes relative to the construction, enlargement, alteration, repair, demolition, occupancy, etc., of all buildings or structures in the City. Community Development is responsible for inspections of all Residential, Commercial, and miscellaneous permitted within the City. Community Development also inspects storm systems, drainage systems, streets, sidewalks, retaining walls etc. Building Services strives to maintain a clean, safe and effective environment for city employees at the City facilities.



GOALS FOR FISCAL YEAR 2022

CITYWIDE GOAL – SUPPORT ECONOMIC AND COMMUNITY DEVELOPMENT INITIATIVES

The goal of the Building Inspections Department is to provide customer service to the citizens of Seagoville and the construction community by providing a safe, durably-built environment through the enforcement of codes and standards adopted by the City of Seagoville.

More specific goals include:

- Purchase a Permit module and train all employees on how to use the system
- Adopt 2021 Building Codes with Amendments
- Implement Residential Checklist for New Homes
- Building Inspector to complete all Commercial training
- Building Inspector to complete Plan Review Certification
- Replace Tile in the Restrooms at City Hall
- Update and implement Master Fee Schedule for permits

PROGRAM SUMMARY

DEPARTMENT/ PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY DEVELOPMENT BUILDING INSPECTION AND SERVICES	01/06

PROGRAM EXPENDITURES:

	FY 20 ACTUAL	FY 21 AMENDED BUDGET	FY 21 PROJECTED	FY 22 PROPOSED
PERSONNEL	338,197	347,371	328,012	359,044
SUPPLIES	10,030	10,600	11,632	11,100
CONTRACTUAL SERVICES	41,236	51,700	69,942	102,025
CAPITAL OUTLAY	-	-	-	-
PROGRAM TOTAL	389,463	409,671	409,586	472,169

PERSONNEL SUMMARY:

	FY 20 ACTUAL	FY 21 AMENDED BUDGET	FY 21 PROJECTED	FY 22 PROPOSED
FULL TIME POSITIONS:				
Community Development Director	1	1	1	1
Building Inspector	1	1	1	1
Building Maintenance Technician	1	1	1	1
Permit Technician	1	1	1	1
Administrative Assistant	0	0	0	0
Construction Inspector				0.5
TOTAL FULL TIME:	4	4	4	4.5
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME	4	4	4	4.5

SIGNIFICANT BUDGET CHANGES:

Personnel - Includes 3% Salary increase. Adding a Construction Inspector to be split with Public Works.



Streets

Streets

1. Maintain approximately 85 street lane miles, filling potholes, cleaning ditches, maintaining signage and pavement markings in the City.
2. Mitigate illegal dumping, sanding streets during icy weather, culvert installation & maintenance.



CITY OF SEAGOVILLE, TEXAS

Streets



PROGRAM DESCRIPTION

Maintain Seagoville's transportation infrastructure in a timely manner, sign maintenance and installation. Provide litter control service along the City's medians and right of way.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY DEVELOPMENT STREETS	01/15

PROGRAM EXPENDITURES:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	193,159	206,320	203,075	273,536
SUPPLIES	84,913	54,069	70,414	55,269
CONTRACTUAL SERVICES	122,622	135,600	124,050	135,600
CAPITAL OUTLAY	0	0	0	0
PROGRAM TOTAL	400,694	395,989	397,539	464,405

PERSONNEL SUMMARY:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Streets Maintenance Worker	2	2	1	1
Street Maintenance Supv				1
Litter Crew Worker	2	3	3	3
TOTAL FULL TIME:	4	5	4	5
PART TIME POSITIONS:				
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	4	5	4	5

SIGNIFICANT BUDGET CHANGES:

Personnel

Includes a 3% salary adjustment. Street Maintenance Supervisor added.



Parks

Parks

1. Groundkeeping services for seven (7) parks and other City facilities.
2. Routine repair and maintenance of park facilities and equipment.



CITY OF SEAGOVILLE, TEXAS

Parks



PROGRAM DESCRIPTION

To provide quality leisure experiences, facilities and programs for the citizens of Seagoville regardless of age or abilities, and serve as stewards of our parks and natural open space. The Park Department maintains seven(7) parks, approximately 2.5 miles, of right of way, Service Center grounds, and other miscellaneous City owned properties throughout Seagoville. Provide grounds keeping, daily maintenance on playground equipment, restroom facilities, ball fields, park signage, Central Park pond fountain, park benches and canopies, lighting, and other amenities. Additionally, the Parks Department provides support for various special events such as the Fourth of July celebration, Mayfest, Seagofest, Movie in the Park and carnivals.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY DEVELOPMENT PARKS	01/18

PROGRAM EXPENDITURES:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	60,688	86,693	70,627	139,036
SUPPLIES	45,690	56,850	57,400	56,850
CONTRACTUAL SERVICES	131,440	190,650	193,150	215,650
CAPITAL OUTLAY				
PROGRAM TOTAL	237,818	334,193	321,177	411,536

PERSONNEL SUMMARY:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Supervisor	0	1	1	1
Maintenance Worker		1	1	1
TOTAL FULL TIME:	0	2	2	2
PART TIME POSITIONS:				
Maintenance Apprentice	0	4	4	4
TOTAL PART TIME:	0	4	4	4
TOTAL FULL TIME EQUIVALENT	0	4	4	4

SIGNIFICANT BUDGET CHANGES:

Personnel: Includes 4 Part Time and 1 New Full Time Maintenance workers

Contractual Serices:

Mowing Contract Increased



Planning

Planning

1. Process and review all zoning applications, plat applications, and other development plans.
2. Adhere to and maintain the City's Comprehensive Plan, certain code chapters and sections, guides, and other documents.



CITY OF SEAGOVILLE, TEXAS

Planning



PROGRAM DESCRIPTION

To provide for proper planning to achieve the best use and development of land; adequate thoroughfares; and proper landscaping on behalf of the citizens of Seagoville. The Planning Department addresses all present and future development, planning, zoning, and subdivision needs and is the liaison and secretary for Planning and Zoning Commission, the Board of Adjustments, and the Housing Standards Commission.



PLANNING

GOALS FOR FISCAL YEAR 2022

- Process all old plats and record them with the County
- Draft City-wide hike and bike trail plan
- Update Thoroughfare Plan
- Update Land Use Plan
- Process all plats
- Update Subdivision Regulations
- Create Unified Development Code

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY DEVELOPMENT PLANNING	01/09

PROGRAM EXPENDITURES:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	86,178	89,870	89,058	93,579
SUPPLIES	756	4,100	2,500	4,100
CONTRACTUAL SERVICES	16,523	13,786	18,236	25,286
CAPITAL OUTLAY				
PROGRAM TOTAL	103,456	107,756	109,794	122,965

PERSONNEL SUMMARY:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Planning Technician	1	1	1	1
TOTAL FULL TIME:	1	1	1	1
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	1	1	1	1

SIGNIFICANT BUDGET CHANGES:

Personnel:

3% salary increase.



Department: Planning

Performance Measures	FY2020 Actual	FY2021 Budget	FY2021 Projected	FY2022 Budget
Outputs				
Planning & Zoning Commission meetings	11	24	9	24
Meeting Packets	11	23	9	23
Meeting(s) cancelled	14	2	15	2
Meeting(s) rescheduled	0	0	1	0
Special meeting(s) called	1	1	0	1
Zoning Case(s)	6	12	5	12
Subdivision Construction Plat(s)	3	3	2	8
Subdivision Final Plat(s)	1	2	2	5
Concept plan(s)	3	6	2	12
Planned Development(s) and/or Amendment(s)	7	8	5	10
Special Use Permit(s)	3	3	1	3
Code change(s)	1	3	0	3
Minor subdivisions (less than 4 lots) recorded	48	60	44	60
Plat and/or plan review(s) completed	63	80	61	80
Floodplain reviews for Dallas County	1	10	0*	10
Zoning review letters	9	12	3	12
Efficiencies				
Percentages of adjacent property owner letters sent at least 10 days prior to hearing	100%	100%	100%	100%
Effectiveness				
Percent of Zoning Cases processed in compliance with state requirements	100%	100%	100%	100%
Percent of meeting minutes approved without corrections	90%	100%	100%	100%

* Separate from any other review



Code Enforcement

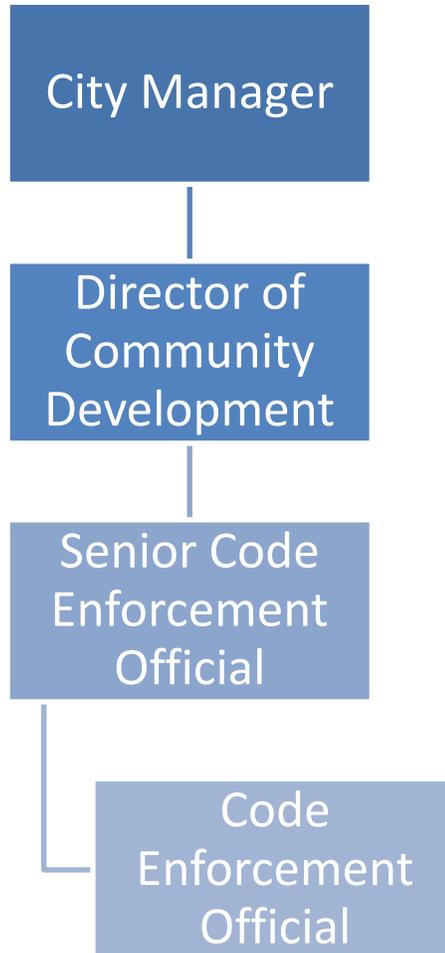
Code Enforcement

1. Enforces tall grass and other nuisance ordinances.



CITY OF SEAGOVILLE, TEXAS

Code Enforcement



PROGRAM DESCRIPTION

The mission of Code Enforcement in the City of Seagoville is to protect the health of the community, by assuring compliance with the city's land use, environmental and construction codes. Code Enforcement conducts routine daily patrol of the city to identify violations of the Code of Ordinances, State and Federal laws, Rules and Regulations and responds to complaints from the citizens. Code Enforcement will assure code compliance by educating and encouraging the citizens in cases where compliance has not been met. In the more difficult cases of non-compliance they will utilize all legal resources available to the City of Seagoville.



FY 2019 ACCOMPLISHMENTS

206 Water St.- Demolition and removal of dilapidated structure by property owner (residential)

112 W. Ard St. – Removal of a dilapidated commercial building by property owner.

3107 N. Hwy 175- Took action to meet with a property/business owner due to numerous code violations with the structure as well as having a high number of police calls to the location. The owner closed the business and sold the property. New ownership has rehabilitated the building and is preparing to open a new business.

305 Glenn Rd.- Demolition of a residential structure by the property owner of a dilapidated structure.

Currently working with property owners to demolish or renovated dilapidated structure(s) 112 S

Illegal Dumping Offenses:

52 Total Cases- 47 Cases unable to locate offender, 5 cases tracked and citations issued, 1 felony case.

Code Enforcement continues to monitor areas for illegal dumping and removing the debris as quickly as possible to help curb continuous dumping. New signs were installed on Stark Rd.

FY 2020 GOALS

Train new employee and certify as a full time officer.

Purchase cameras through Q-Star Technologies in an effort to reduce and eliminate illegal dumping.

Purchase a 6x12 Dump trailer to assist in removal of debris. In doing so, the trailer will have multiple uses that will benefit other departments as well. This will reflect a reduction in man power hours involved in clean ups and hauling.

Strive to be more accessible to the public in means of returning phone calls in a timely manner, making personal contact and having strong customer service orientations.

Continue to patrol and monitor violations that may potentially be harmful and impact the storm drain inlets of contaminants and other illegal discharges.

Bring public awareness to potential hazards that threaten the surface water.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY DEVELOPMENT CODE ENFORCEMENT	01/25

PROGRAM EXPENDITURES:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	137,407	142,091	142,091	148,476
SUPPLIES	4,771	7,080	5,963	7,080
CONTRACTUAL SERVICES	52,534	51,205	52,322	52,205
CAPITAL OUTLAY				
PROGRAM TOTAL	194,712	200,376	200,376	207,761

PERSONNEL SUMMARY:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Senior Code Enforcement Officer	1	1	1	1
Code Enforcement Officer	1	1	1	1
TOTAL FULL TIME:	2	2	2	2
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	2	2	2	2

SIGNIFICANT BUDGET CHANGES:



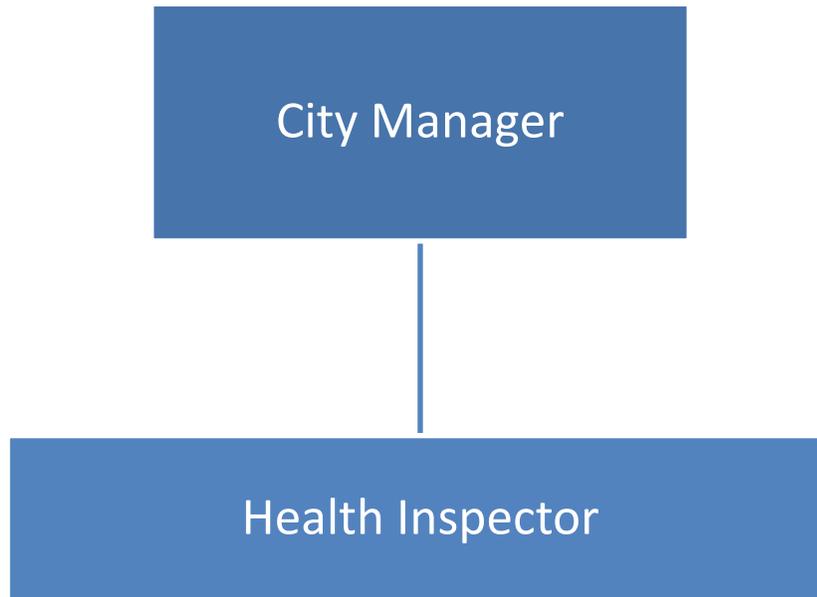
Health Inspector

Health Inspector



CITY OF SEAGOVILLE, TEXAS

Health Inspector



PROGRAM DESCRIPTION

The mission of the Health Inspector in the City of Seagoville is to protect the health of the community



FY 2021 ACCOMPLISHMENTS

FY 2022 GOALS

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
COMMUNITY DEVELOPMENT HEALTH INSPECTOR	01/24

PROGRAM EXPENDITURES:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	95,751	107,387	106,575	111,716
SUPPLIES	4,302	7,230	3,500	7,230
CONTRACTUAL SERVICES	633	2,600	1,450	2,600
CAPITAL OUTLAY				
PROGRAM TOTAL	100,686	117,217	111,525	121,546

PERSONNEL SUMMARY:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
Health Inspector	1	1	1	1
TOTAL FULL TIME:	1	1	1	1
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	1	1	1	1

SIGNIFICANT BUDGET CHANGES:



Non-Departmental

Non-Departmental

1. Accounts for unemployment, property insurance and other general fund expenditures not identified with a specific department.

PROGRAM SUMMARY

DEPARTMENT/PROGRAM NAME:	FUND/ DEPARTMENT/ PROGRAM CODE:
NON-DEPARTMENTAL NON-DEPARTMENTAL	01/10

PROGRAM EXPENDITURES:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
PERSONNEL	93,319	91,805	104,246	102,805
SUPPLIES	32,170	23,500	27,000	23,500
CONTRACTUAL SERVICES	298,923	281,025	309,865	324,608
CAPITAL OUTLAY				
PROGRAM TOTAL	424,412	396,330	441,111	450,913

PERSONNEL SUMMARY:

	FY 20	FY 21	FY 21	FY 22
	ACTUAL	AMENDED	PROJECTED	PROPOSED
		BUDGET		
FULL TIME POSITIONS:				
TOTAL FULL TIME:	0	0	0	0
PART TIME POSITIONS:	0	0	0	0
TOTAL PART TIME:	0	0	0	0
TOTAL FULL TIME EQUIVALENT	0	0	0	0

SIGNIFICANT BUDGET CHANGES:

CONTRACTUAL SERVICES: \$15,000 added to increase Attorney fees

**City of Seagoville, Texas
Budget Summary
General Debt Service Fund**

	Actual 2019-2020	Budgeted 2020-2021	Projected 2021-2022	Proposed 2021-2022
Beginning Fund Balance	\$98,204	\$98,204	\$100,397	\$142,544
Revenues				
Property Tax	\$494,952	\$490,000	\$562,067	775,808
Other Revenues		-	-	-
Interest Income	106	40	5	10
Total Revenues	\$495,059	\$490,040	\$562,072	\$775,818
Total Available Funds	\$593,261	\$588,244	\$662,469	\$918,362
Expenditures				
Bond Principal	\$222,000	\$660,219	\$311,500	501,500
Interest on Bonds	268,614	207,394	207,394	354,934
FY 2020 Police Station		348,000	348,000	
Paying Agent Fees	2,250	1,750	1,750	1,750
Total Expenditures	\$492,864	\$1,217,363	\$868,644	\$858,184
Transfers				
From General Fund		348,719	348,719	
Total Transfers		348,719	348,719	-
Ending Fund Balance	\$100,397	(\$280,400)	\$142,544	\$60,178
Tax Rate	0.068300	0.068300	0.068300	0.088750

**CERTIFICATE OF OBLIGATION BONDS
ANNUAL DEBT SERVICE REQUIREMENTS
ALL SERIES**

FISCAL YEAR	BONDS DUE	INTEREST DUE	TOTAL PRINCIPAL & INTEREST
2022	501,500.00	354,934.00	856,434.00
2023	571,000.00	302,161.00	873,161.00
2024	600,500.00	282,361.00	882,861.00
2025	625,000.00	263,993.00	888,993.00
2026	645,000.00	248,406.00	893,406.00
2027	661,250.00	233,088.00	894,338.00
2028	680,750.00	214,978.00	895,728.00
2029	545,000.00	193,644.00	738,644.00
2030	565,000.00	174,594.00	739,594.00
2031	585,000.00	154,844.00	739,844.00
2032	600,000.00	137,744.00	737,744.00
2033	615,000.00	123,291.00	738,291.00
2034	635,000.00	108,219.00	743,219.00
2035	650,000.00	92,175.00	742,175.00
2036	665,000.00	75,225.00	740,225.00
2037	680,000.00	57,875.00	737,875.00
2038	705,000.00	40,000.00	745,000.00
2039	720,000.00	21,600.00	741,600.00
2040	305,000.00	9,250.00	314,250.00
2041	310,000.00	3,100.00	313,100.00
	11,865,000.00	3,091,482.00	14,956,482.00

**DEBT SERVICE
SCHEDULE OF REQUIREMENTS
COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION
SERIES 2017**

FISCAL YEAR	BONDS DUE	INTEREST DUE	TOTAL PRINCIPAL & INTEREST
2022	166,500.00	22,581.00	189,081.00
2023	171,000.00	19,367.55	190,367.55
2024	175,500.00	16,067.25	191,567.25
2025	180,000.00	12,680.10	192,680.10
2026	180,000.00	9,206.10	189,206.10
2027	146,250.00	5,732.10	151,982.10
2028	150,750.00	2,909.48	153,659.48
TOTAL	1,170,000.00	88,543.58	1,258,543.58

Proceeds from the sale of the certificates were used for the purpose of paying all or a portion of the City's contractual obligations for refunding the City's 2006 and 2008 contractual obligations.

**DEBT SERVICE
SCHEDULE OF REQUIREMENTS
COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION
SERIES 2019**

FISCAL YEAR	BONDS DUE	INTEREST DUE	TOTAL PRINCIPAL & INTEREST
2022	180,000.00	175,100.00	355,100.00
2023	200,000.00	167,500.00	367,500.00
2024	220,000.00	159,100.00	379,100.00
2025	230,000.00	150,100.00	380,100.00
2026	250,000.00	141,750.00	391,750.00
2027	295,000.00	133,575.00	428,575.00
2028	305,000.00	124,575.00	429,575.00
2029	310,000.00	115,350.00	425,350.00
2030	320,000.00	105,900.00	425,900.00
2031	330,000.00	96,150.00	426,150.00
2032	340,000.00	86,100.00	426,100.00
2033	350,000.00	75,750.00	425,750.00
2034	365,000.00	65,025.00	430,025.00
2035	375,000.00	53,925.00	428,925.00
2036	385,000.00	42,525.00	427,525.00
2037	395,000.00	30,825.00	425,825.00
2038	410,000.00	18,750.00	428,750.00
2039	420,000.00	6,300.00	426,300.00
	5,680,000.00	1,748,300.00	7,428,300.00

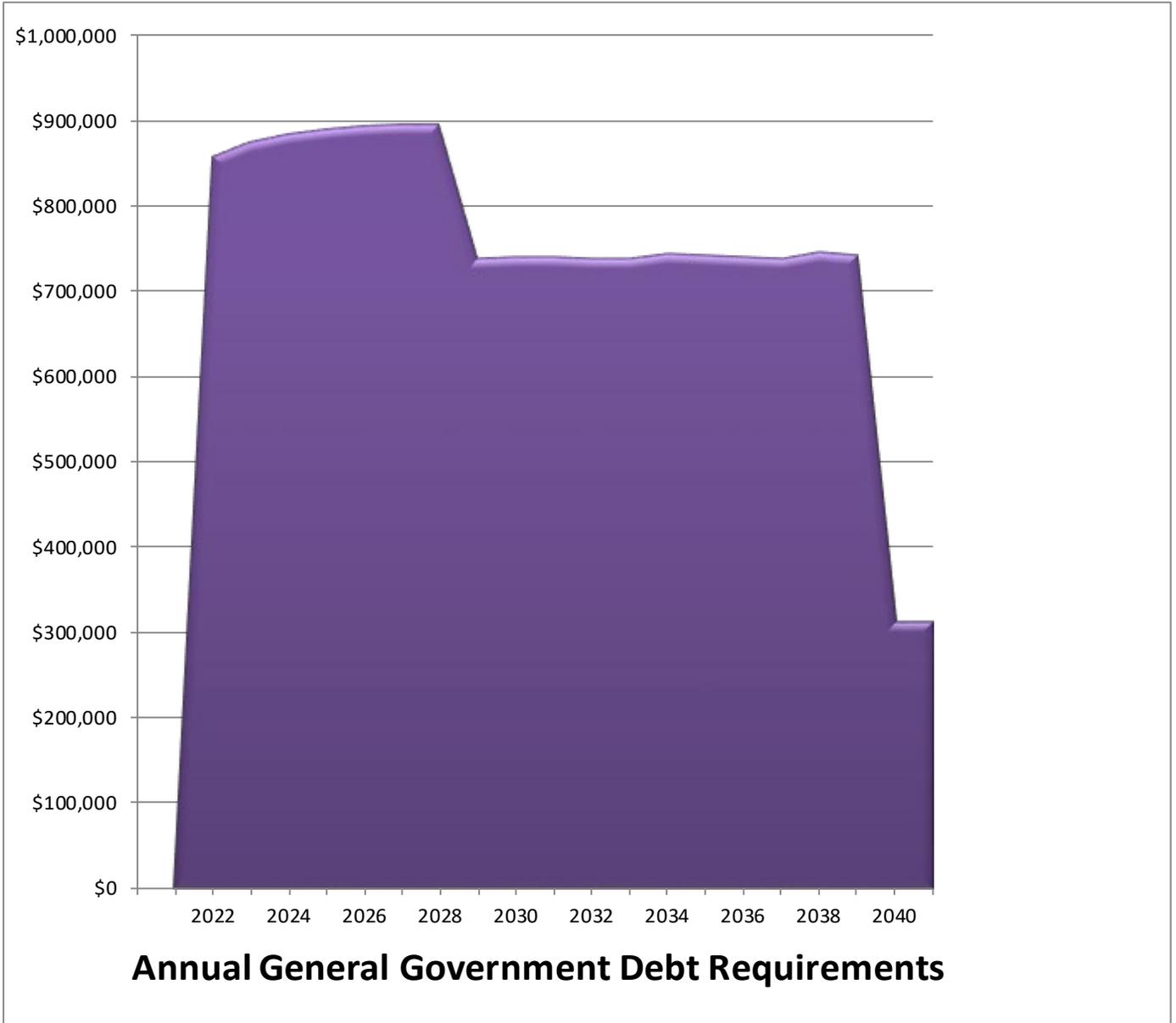
Proceeds from the sale of the certificates were used for the purpose of acquiring a public radio communication system and the design and construction of street and roadway improvements within the City, including the road, street, sidewalks, curb, drainage and related improvements

**DEBT SERVICE
SCHEDULE OF REQUIREMENTS
TAX & WATERWORKS & SEWER SYSTEM SURPLUS CERTIFICATES OF OBLIGATION
SERIES 2021**

FISCAL YEAR	BONDS DUE	INTEREST DUE	TOTAL PRINCIPAL & INTEREST
2022	155,000.00	157,253.13	312,253.13
2023	200,000.00	115,293.76	315,293.76
2024	205,000.00	107,193.76	312,193.76
2025	215,000.00	101,212.51	316,212.51
2026	215,000.00	97,450.01	312,450.01
2027	220,000.00	93,781.26	313,781.26
2028	225,000.00	87,493.76	312,493.76
2029	235,000.00	78,293.76	313,293.76
2030	245,000.00	68,693.76	313,693.76
2031	255,000.00	58,693.76	313,693.76
2032	260,000.00	51,643.76	311,643.76
2033	265,000.00	47,540.63	312,540.63
2034	270,000.00	43,193.75	313,193.75
2035	275,000.00	38,250.00	313,250.00
2036	280,000.00	32,700.00	312,700.00
2037	285,000.00	27,050.00	312,050.00
2038	295,000.00	21,250.00	316,250.00
2039	300,000.00	15,300.00	315,300.00
2040	305,000.00	9,250.00	314,250.00
2041	310,000.00	3,100.00	313,100.00
	5,015,000.00	1,254,637.61	6,269,637.61

Proceeds from the sale of the certificates are used for the purpose of the design build of a new Police Station.

**City of Seagoville, Texas
Debt Service Fund**



Seagoville Economic Development Corporation Goals:

Goals and Objectives

Working with the City Council, City Staff and the Chamber of Commerce as well as other leaders of the community, a sense of unification and pride can be instilled in the citizens of Seagoville and all those who visit our community. To effectively reach the following Goals and Objectives of this plan, the City Council, Chamber and SEDC Board must work together to make Seagoville a better place to live.

The short and long term goal of the Seagoville Economic Development Corporation includes a plan to expand the concept that the City of Seagoville represents a competitive business environment with a very productive work force and unlimited business opportunities.

As projects are completed, new goals and challenges will come forth and the SEDC is committed to working with the City, Chamber and Community leaders to promote and expand the business community of Seagoville and work to improve the overall quality of life therein. The year 2021 will continue to be a “building” year for SEDC as we look forward to supporting a strong, stable and vibrant community together.

Type B Sales Tax

In 1995 citizens of Seagoville passed two propositions, a half-cent sales and use tax for reduction of property tax rate and a half-cent sales and use tax for economic development and community improvements.

The Seagoville Economic Development Corporation (SEDC) was formed after the passage of the half-cent sales tax, which funds the corporation. A seven-person Board of Directors oversees the SEDC.

Type B funds can be used for community projects such as infrastructure, park improvements, and economic development projects such as incentives for business relocations or expansions of new and/or existing businesses.

The SEDC continues to work with existing and potential businesses in the areas of business expansion, relocation, retention and redevelopment through market development, as well as education and training.

The primary elements of the SEDC Strategic Plan are:

- Balanced Business Development
- Planned Land Development and Utilization
- Enhanced Parks and Recreation
- Entertainment, Medical Facilities and Retail
- Downtown Revitalization
- Improved Image of Seagoville
- Environmental Way Industrial Park Development

Open Skies - Open Doors - Open for Business

**Seagoville Economic Development Corporation
Fund Summary FY 2022**

Account Description	Actual FY 2020	Budget FY 2021	Projected FY 2021	Proposed FY 2022
Total Net Position October 1	2,289,476	2,509,380	2,647,572	2,139,104
Revenues				
Sales Tax Revenues	979,337	951,940	1,029,340	1,029,340
Rent Revenue	19,100	21,600	31,600	32,400
Starwood Receivable		-	20,000	40,000
Interest Income	1,009	810	810	810
Total Revenue	999,446	974,350	1,081,750	1,102,550
Total Resources Available	3,288,922	3,483,730	3,729,322	3,241,654
Expenditures				
Administrative & Operations				
Administrative Cost	39,694	27,000	27,000	27,000
Operations	138,974	311,350	295,840	145,250
Total Administrative & Operations	178,667	338,350	322,840	172,250
Economic Development Assistance				
Pending Projects				
Gotham Greens	-	-	-	-
Julio Torres	-	-	-	-
KRR	-	-	-	-
Excel Linen	-	-	-	-
Mi Vestido	-	-	-	-
Other Projects				
Kelley Harris Incentive	-	-	600,000	-
Building Renovation	101,263	-	-	-
Land Incentive	9,537	-	64	-
Excel Linen	100,000	-	-	-
Wade Electric Incentive	-	-	150,000	-
Greenforest Landscaping & Main	-	-	625	-
Beacon Industries	-	-	350,000	-
Seagoville Signs and Designs	-	-	4,505	-
Vic Hopkins Body Shop Sewer Proj Easer	-	-	15,000	-
Golden Chick Incentive	-	200,000	-	-
Total Economic Development Assistance	210,800	200,000	1,120,194	-
City and Community Oriented Projects				
Fireworks	-	5,000	5,000	5,000
Kidfish Event	1,081	3,500	2,000	3,500
Freedom Park/Childs' Play	114,398	-	40,184	75,000
Quality of Life Projects	136,405	100,000	100,000	100,000
Special Events Chamber of Commerce	-	-	-	-
Total City and Community Projects	251,883	108,500	147,184	183,500
Total Expenditures	641,350	646,850	1,590,218	355,750
Excess of Revenue over Expenditures	358,096	327,500	(508,467.97)	746,800
Total Net Position September 30	2,647,572	2,836,880	2,139,104	2,885,904
Invested in Capital Assets	655,549	825,393	655,549	655,549
Working Capital	1,992,023	2,011,487	1,483,555	2,230,355
Daily Operating Cost	489.50	926.99	884.49	471.92

**City of Seagoville
Budget Summary
Water and Sewer Fund**

	Actual 2019-2020	Adopted 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Unrestricted Net Asset Balance	\$6,231,149	\$7,763,057	\$7,763,057	\$6,068,922
Revenues				
Water Services	\$3,794,159	\$3,693,520	\$3,693,520	\$3,794,159
Waste Water Service	3,298,891	3,276,490	3,276,490	3,276,490
Smart Meter Acquisition Funding	1,730,925	-	-	-
Other Income	365,609	278,442	278,442	294,438
Total Revenues	\$9,189,585	\$7,248,452	\$7,248,452	\$7,365,087
Total Available Funds	\$15,420,734	\$15,011,509	\$15,011,509	\$13,434,009
Expenditures				
Operating and Debt Expenses:				
Administrative	\$191,856	\$196,760	\$195,138	\$226,371
Water	2,099,262	2,394,387	2,355,834	2,553,201
Sewer	2,133,398	2,677,059	2,720,760	2,762,091
Customer Service	244,206	252,442	252,442	315,409
Non-Departmental	141,244	107,795	159,459	157,191
Tuition Reimbursement Program	-	5,000	5,000	5,000
Transfers Out	352,304	352,304	352,304	352,304
Cityworks renewal fee /Open Gov	18,329	18,925	18,925	18,925
EPA Mandates	-	54,000	54,000	20,200
Debt	499,362	1,136,605	1,136,605	1,131,077
	5,679,962	7,195,277	7,250,467	7,541,769
Capital Outlay:				
Transfer to Equipment Replacement	58,338	68,000	68,000	68,000
Replacement Vehicles	-	-	-	85,000
Zero Turn Mower	-	-	-	21,450
Open Gov Software Upgrade 1 time fee	-	-	-	30,833
Water & Sewer Rate Study	-	-	-	32,000
Sewer Trailer Camera Setup	-	174,749	174,749	-
Dean Kubota Skid-steer	-	65,774	65,774	-
Water & Sewer Rate Study	-	-	-	-
Water Street area condition assessment	-	-	-	-
Highway 175 Lift station service area condition assessment	49,209	110,000	110,000	110,000
Ace Hardware Major Sewer Repair	-	-	-	-
Tractor Supply Major Sewer Repair	139,243	-	-	-
Northern Basin Interceptor Engineering	103,767	864,700	758,300	169,000
Professional Engineering Fees	-	-	-	-
Installation of Smart Meters	1,250,688	400,000	476,297	-
Ard Road Pump Station Upgrades	231,701	400,000	39,000	400,000
Debt for Smart Meter Acquisition	-	1,270,808	-	-
Capital Projects	144,770	-	-	-
	1,977,715	3,354,031	1,692,120	916,283
Total Expenditures and Capital	7,657,677	10,549,308	8,942,587	8,458,052
Ending Unrestricted Net Asset Balance	\$7,763,057	\$4,462,201	\$6,068,922	\$4,975,957
Required Reserve Balance (60 Days)	\$933,692	\$1,182,785	\$1,191,858	\$1,239,743
Amount over Required Reserve	\$6,829,365	\$3,279,416	\$4,877,065	\$3,736,214
<i>1 day of operations</i>	<i>\$15,562</i>	<i>\$19,713</i>	<i>\$19,864</i>	<i>\$20,662</i>
<i>Days of Reserve Balance</i>	<i>498.9</i>	<i>226.4</i>	<i>305.5</i>	<i>240.8</i>

ACCOMPLISHMENTS

By fiscal year end 2021, the City will have performed the following initiatives:

Issue:

City should address wastewater-engineering issues that leave the City vulnerable to sanitary sewer overflows (SSO's).

Initiative:

In the FY 2020 Budget, funding amounting to \$128,895 for the Water Street Interceptor service area condition assessment, which includes manhole inspection, smoke testing, preparatory cleaning, CCTV inspection, defect analysis, cost estimates, mapping and final reports. This project was completed in the fall of 2020 and we are currently making repairs based of the report.

Initiative:

In the FY 2021 Budget, staff recommends funding amounting to \$110,000 for the service area-condition assessment of Shady Lane Interceptor, which includes manhole inspection, smoke testing, preparatory cleaning, CCTV inspection, defect analysis, cost estimates, mapping and final reports. We project this project to be completed in the fall of 2021.

Initiative:

In the FY 2022 Budget, staff recommends funding amounting to \$110,000 for the service area-condition assessment of Bowers lift station service aera, which includes manhole inspection, smoke testing, preparatory cleaning, CCTV inspection, defect analysis, cost estimates, mapping and final reports. This aera was tested in 2016 and it will be beneficial to reinspect to determine our effectiveness. It will also help with determining how our system is deteriorating and identify all new issues.

Issue:

City should install a SCADA System for sanitary sewer, which would allow the City to implement automated emergency response processes.

Initiative:

A SCADA system acquisition for sanitary sewer will be considered for inclusion in the Capital Improvement Plan.

Issue:

The Texas Commission on Environmental Quality (TCEQ) requires minimum system capacities be maintained for pumps, ground storage and elevated storage in the water system.

Initiative:

Staff recommends allocating \$400,000 for Ard Road water pump station improvements. Seagoville is in good shape for storage, but is nearing a required pump upgrade based

on the number of connections the City serves. One of the 4 pumps at the station is currently out of service and needs to be repaired or replaced. This pump's motor has had to be serviced multiple times in recent years. Because of its maintenance history and the need to upgrade a pump before too long to meet TCEQ minimum capacity requirements, staff is recommending that the pump be replaced. The power supply will need to be upgraded to accommodate the larger pump horsepower, and the yard piping will need to be increased to accommodate the higher flows. The plan is to accomplish both power and pipe upgrades in two phases to meet the ultimate needs of the station. Phase 1 includes all pipe upgrades and was completed in fall of 2020. Phase 2 includes electrical and pump upgrades, and is currently in engineering by Halff. Phase 2 will be out for construction bids in fall 2021. The bid will include an alternate to upgrade a second pump. The current cost estimate is \$400,000.

Other Initiatives

Acquisition of Smart Water Meter Technology

The City proposes the acquisition of Advanced Metering Infrastructure (AMI) technology. The system will include a complete meter change out of the whole city customer base, 2 antennas to collect water meter readings throughout the City, and a customer portal that will allow the customer to see hourly usage. It is estimated that the installation of this technology will take 8 to 10 months. It is possible that the improved accuracy of the new

Acquisition of Smart Water Meter Technology

meters may increase customer revenue depending upon the age of the replaced meter. Currently the base stations are installed, and a few meters are operational. Approximately 98 percent of meters are installed and we will open the customer portal in the fall of 2021.

Engineering Services – Northern Basin Interceptor System

This project consists of providing professional engineering services to facilitate the predesign study for the Northern Basin Interceptor System and to begin property acquisition. These interceptors are outlined in the City of Seagoville's Wastewater Master Plan. This effort is intended to determine the right alignment for placement of the sewer line. This infrastructure will allow sewer services to be provided by the City to neighborhoods in northwest Seagoville. Currently this area is not served by sewer infrastructure. Staff expects providing sewer infrastructure in this area opens the area for future development. Expected completion of the predesign study occurs at the end of the calendar year. The current recommended appropriation of \$864,700 funds the engineering plan for the wastewater line. Halff completed the plans in July of 2021. The next step is the actual construction of the wastewater line.

Highway 175 Interceptor manhole rehabilitation

In the current fiscal year, staff identified 14 manholes requiring rehabilitation along the Highway 175 interceptor system. Council approved Phase 1, funding the repair of nine of the 14 manholes amounting to \$140,000. Phase 2 occurs in FY 2021, was completed in November of 2020. This initiative will prevent collapsing of wastewater manholes in this area of the City, reducing the possibility of sanitary sewer overflows. We are going to rehab 6-8 manholes in bowers and water street areas in FY 2022.

East Malloy Bridge Sewer Line Relocation

In the Summer of 2020 Halff was contracted to providing professional engineering and easement services for this project. Halff has completed the plans and is currently working on the easements, this job will go out to bid in the fall of 2021. The current cost estimate is \$200,000 and is budgeted for in the FY2022 budget.

City of Seagoville, Texas
Budget Summary
Police State Forfeiture Fund (Fund 29)

	Actual 2019-2020	Budgeted 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Fund Balance	(195)	4,919	4,919	\$4,675
Revenues				
Revenue from seizures	5,114		-	-
Miscellaneous		-		-
Total Revenues	\$5,114	\$0	\$0	\$0
Total Available Funds	4,919	4,919	\$4,919	\$4,675
Expenditures				
Police	-		244	-
Total Expenditures	-	\$0	\$244	\$0
Ending Fund Balance	\$4,919	\$4,919	\$4,675	\$4,675

Established to account for revenues accumulated and restricted to expenditure for police operations.

City of Seagoville, Texas
Budget Summary
Police Federal Forfeiture Fund (Fund 30)

	Actual 2019-2020	Budgeted 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Fund Balance	\$1,582	\$1,582	\$1,582	\$1,582
Revenues				
Revenue from seizures		-	-	-
Total Revenues	\$0	\$0	\$0	\$0
Total Available Funds	\$1,582	\$1,582	\$1,582	\$1,582
Expenditures				
Police		-	-	-
Total Expenditures	\$0	\$0	\$0	\$0
Ending Fund Balance	\$1,582	\$1,582	\$1,582	\$1,582

Established to account for revenues accumulated and restricted to expenditure for police operations.

City of Seagoville, Texas
Budget Summary
Small Grants Fund (Fund 32)

	Actual 2019-2020	Budgeted 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Fund Balance	\$10,293	\$10,293	\$11,999	\$11,699
Revenues				
Library	9,472	1,000	219	500
Grant	1,546	-	1,490	1,000
Donations		150	-	
Total Revenues	11,018	1,150	1,709	1,500
Total Available Funds	\$21,311	\$11,443	\$13,708	\$13,199
Expenditures				
Community Support	9,312	1,150	2,010	1,500
Total Expenditures	9,312	1,150	2,010	1,500
Ending Fund Balance	\$11,999	\$10,293	\$11,699	\$11,699

Note: FY 2021

Includes \$500 OnCor grant for funding Summer Reading Club and Arbor Day Tree Sales

City of Seagoville, Texas
Budget Summary
Recycling Revenue (Fund 35)

	Actual 2019-2020	Budgeted 2020 -2021	Projected 2020 -2021	Proposed 2021 -2022
Beginning Fund Balance	\$2,310	\$2,824	\$2,824	\$2,824
Revenues				
Fees	1,099	750	150	500
Total Revenues	\$1,099	\$750	150	\$500
Total Available Funds	\$3,409	\$3,574	\$2,974	\$3,324
Expenditures				
Supplies	585	550	150	500
Total Expenditures	\$585	\$550	\$150	\$500
Ending Fund Balance	\$2,824	\$3,024	\$2,824	\$2,824

Note:

Accounts for disposal fees of recyclable materials and expenditures of those resources

City of Seagoville, Texas
Budget Summary
Municipal Court Fund (Fund 36)

	Actual 2019-2020	Budgeted 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Fund Balance	\$40,942	\$40,942	\$45,837	\$53,972
Revenues				
Fines	13,411	9,500	16,200	14,350
Total Available Funds	\$54,352	\$50,442	\$62,037	\$68,322
Expenditures	8,515	7,972	8,065	8,145
Ending Fund Balance	\$45,837	\$42,470	\$53,972	\$60,177

Note:

This fund is established to account for a portion of municipal court fees earmarked to help fund technology and security purchases.

Proposed expenditures include baliff pay, the maintenance of the camera security system , annual maintenance of the court software system (1) Epson TM-H6000III Thermal Receipt Printer, (2) Court Case Management , (3) Crimes Interface through Sam Houston State University, (4) Media Plus Automated Cash Drawer and miscellaneous supplies.

City of Seagoville, Texas
Budget Summary
Park Development Fund (Fund 38)

	Actual 2019-2020	Budget 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Fund Balance	\$117,413	\$117,413	\$117,413	\$117,413
Revenues:				
Interest	\$0	600	-	\$0
Miscellaneous		-	-	-
Development Fees		-	-	-
Total Available Funds	\$117,413	\$118,013	\$117,413	\$117,413
Expenditures	3,800	-	-	-
Ending Fund Balance	\$113,613	\$118,013	\$117,413	\$117,413

Established to account for resources provided by the park development fee utilized for the development of amenities and improvements on park dedicated land to meet the standards for a neighborhood park to serve the area in which the new subdivision is located. All funds collected by this dedication process will be deposited in the City's Park Development Fund and used solely for the purchase or leasing of park land and the development of same.

City of Seagoville, Texas
Budget Summary
Hotel / Motel Fund (Fund 39)

	Actual 2019-2020	Budgeted 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Fund Balance	(7,084)	\$0	(\$1,614)	(244)
Revenues:				
Hotel Motel Occupancy Tax	20,853	25,000	26,370	27,500
Total Available Funds	\$13,769	\$25,000	\$24,756	\$27,255.74
Expenditures:				
Chamber of Commerce	\$15,000	\$21,000	\$21,000	\$27,000
Transfer to General Fund		-	4,000	
Other Professional Fees	383	4,000		
	<u>15,383</u>	<u>25,000</u>	<u>25,000</u>	<u>27,000</u>
Ending Fund Balance	(\$1,614)	\$0	(244)	\$256

**City of Seagoville, Texas
Budget Summary
Street Maintenance Fund (Fund 43)**

	Actual 2018-2019	Actual 2019-2020	Budgeted 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Fund Balance	\$960,846	\$230,984	\$230,984	\$180,985	\$20,340
Revenue:					
Intergovernmental	14,732		300,000	280,000	-
Interest	21,318	1,907	2,500	61	-
Total Revenues	36,051	1,907	302,500	280,061	0
Total Available Funds	996,897	232,890	533,484	461,047	20,340
Expenditures:					
Community Development	67,124	139,451		-	-
Capital Outlay	1,130,639	662,455	600,000	841,988	550,000
Total Expenditures	1,197,763	801,905	600,000	841,988	550,000
Transfer:					
From General Fund	431,850	750,000	401,281	401,281	569,733
Total Transfers	431,850	750,000	401,281	401,281	569,733
Ending Fund Balance	\$230,984	\$180,985	\$334,765	\$20,340	\$40,073

Established to account for the accumulation of resources for street maintenance projects for asphalt and concrete roadways throughout the City

2021 Expenditures

Bryan Sidewalks (2 phases)	13,910
E. Farmers Repair (Kaufman - Hwy 175)	8,857
Combine Road Emergency Repair	110,187
Cubley, Ferrell and Potter Rehabilitation	282,945
Kleberg/Seagoville Road	21,140
Environmental Way	44,594
Haven Hills Drainage Improvements	27,500
Travers	42,069
Asphalt Repair - Malloy Bridge Road at Crestview	47,344
Cain St Repair	171,992
Other Repairs	71,450
	<u>841,988</u>

City of Seagoville, Texas
Budget Summary
2019 Street Projects Fund (Fund 44)

	Actual 2019-2020	Budgeted 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Fund Balance	\$4,654,808	\$4,654,808	\$2,614,513	\$944,057
Revenues				
Refund from Engineer			50,000	
Proceeds from Bonds		-	-	-
Interest	40,542	25,000	1,567	\$600
Total Revenues	\$40,542	\$25,000	\$51,567	\$600
Total Available Funds	\$4,695,349	\$4,679,808	\$2,666,080	\$944,657
Expenditures				
General Government		\$0	\$0	\$0
Capital Projects	2,080,836	2,234,955	1,722,023	
Total Expenditures	2,080,836	2,234,955	1,722,023	-
Other Uses				
Transfer to Emergency Communication Replacement Fund		\$0	\$0	\$0
Ending Fund Balance	\$2,614,513	\$2,444,853	\$944,057	\$944,657

This fund is established to account for the street reconstruction projects funded by the FY 2019 bond sale.

2021 Expenditures

Crestview Engineering	33,060
Johnnie Row/Ross Engineering	41,006
Villas of Seagoville Sidewalk Extension	1,600
Johnnie Row/Ross Construction	337,184
Crestview/Malloy Construction	1,267,074
Other	2,275
	1,682,199

City of Seagoville, Texas
Budget Summary
Animal Shelter Operations Fund (Fund 45)

	Actual 2019-2020	Budgeted 2020-2021	Projected 2020-2021	Proposed 2020-2022
Beginning Fund Balance	\$9,972	\$9,972	\$13,974	\$18,974
Revenue:				
Donations	4,001	3,000	8,000	3,000
Total Available Funds	\$13,974	\$12,972	\$21,974	\$21,974
Expenditures:				
Public Safety		3,000	3,000	3,000
Ending Fund Balance	\$13,974	\$9,972	\$18,974	\$18,974

Established to account for donations received and utilized for the operations of the City's animal shelter

City of Seagoville, Texas
Budget Summary
Animal Shelter Building Fund (Fund 46)

	Actual 2019-2020	Budgeted 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Fund Balance	\$4,494	\$4,494	\$4,494	\$4,496
Revenues:				
Interest	\$2	\$2	\$2	\$2
Total Available Funds	\$4,496	\$4,496	\$4,496	\$4,498
Expenditures		-	-	-
Ending Fund Balance	\$4,496	\$4,496	\$4,496	\$4,498

Established to accumulate resources for the construction of a future animal shelter.

City of Seagoville, Texas
Budget Summary
Vehicle Replacement Fund (Fund 47)

	Actual 2019-2020	Budgeted 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Fund Balance	\$214,077	\$214,077	\$83,838	\$57,173
Revenues:				
Sales of Surplus Property	17,338	2,500	3,605	2,500
Other		-		-
Loan Proceeds	460,020	-		-
Interest			-	-
Total Available Funds	\$691,434	\$216,577	\$87,443	\$59,673
Expenditures				
Maintenance	\$ 780	\$ -	\$ -	\$ -
Capital Outlay	648,816	-	33,456	-
Debt Service		38,813	38,813	38,813
	<u>649,596</u>	<u>38,813</u>	<u>72,269</u>	<u>38,813</u>
Transfers:				
From General Fund	42,000	42,000	42,000	42,000
Ending Fund Balance	\$83,838	\$219,764	\$57,173	\$62,861

Established to account for resources accumulated and utilized for vehicle replacement.

Capital Outlay in 2020 was for the acquisition of a fire engine.

Capital Outlay in 2021 was for the acquisition of a Police Vehicle.

City of Seagoville, Texas
Budget Summary
Technology Replacement Fund (Fund 48)

	Actual 2018-2019	Budgeted 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Fund Balance	\$551	\$4,073	\$10,435	\$10,435
Total Available Funds	\$551	\$4,073	\$10,435	\$10,435
Expenditures:				
General Government	13,978	17,500	17,500	17,500
Total Expenditures	13,978	17,500	17,500	17,500
Transfer:				
From General Fund	17,500	17,500	17,500	17,500
Total Transfers	17,500	17,500	17,500	17,500
Ending Fund Balance	\$4,073	\$4,073	\$10,435	\$10,435

Established to account for funds received and utilized for the replacement of Information Technology resources

**City of Seagoville, Texas
Budget Summary
TCLEOSE Fund (Fund 50)**

	Actual 2019-2020	Budgeted 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Fund Balance	\$668	\$668	\$2,406	\$406
Revenue:				
Grant Revenue	\$1,963	2,000	2,000	2,000
Total Available Funds	\$2,631	\$2,668	\$4,406	\$2,406
Expenditures:				
Public Safety	225	1,000	4,000	1,000
Total Expenditures	225	1,000	4,000	1,000
Ending Fund Balance	\$2,406	\$1,668	\$406	\$1,406

Established to account for funds received and utilized for Police training

City of Seagoville, Texas
Budget Summary
Police Training Fund (Fund 52)

	Actual 2019-2020	Budgeted 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Fund Balance	\$4,270	\$4,270	\$4,270	\$4,270
Revenues:				
Training Revenues		-	-	-
Total Available Funds	\$4,270	\$4,270	\$4,270	\$4,270
Expenditures		-	-	-
Ending Fund Balance	\$4,270	\$4,270	\$4,270	\$4,270

Established to account for resources provided and utilized for public safety training initiatives.

City of Seagoville, Texas
Budget Summary
New Fire Station Construction Fund (Fund 54)

	Actual 2019-2020	Budgeted 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Fund Balance	\$1,174,528	\$1,105,512	\$608,578	\$0
Revenues				
Interest		-	-	-
Total Revenues	\$0	\$0	\$0	\$0
Other Sources				
Transfer from Emergency Comm Fund			74,165	-
Transfer from General Fund		275,000	284,019	-
Total Available Funds	\$1,174,528	\$1,380,512	\$892,597	\$0
Expenditures				
Capital Outlay	565,949	1,363,121	892,597	
Total Expenditures	\$565,949	\$1,363,121	\$892,597	\$0
Ending Fund Balance	\$608,578	\$17,391	\$0	\$0

Established to account for resources provided and restricted to expenditure for the construction of a second fire station.

City of Seagoville, Texas
Budget Summary
Storm Water Fund (Fund 61)

	Actual 2019-2020	Budgeted 2020-2021	Projected 2020-2021	Proposed 2021-2022
Beginning Fund Balance	\$52,679	\$52,679	\$138,775	\$309,515
Revenues				
Storm Water Fees	228,707	238,665	236,000	238,665
Total Revenues	228,707	238,665	236,000	238,665
Expenditures				
Supplies	2,700	1,300	1,300	1,300
Contractual Services	35,979	64,360	36,360	36,360
Drainage Projects	76,333	-	-	-
Transfer to General Fund	27,600	27,600	27,600	27,600
Total Expenditures	\$142,612	\$93,260	\$65,260	\$65,260
Ending Fund Balance	\$138,775	\$198,084	\$309,515	\$482,920

City of Seagoville, Texas
Budget Summary
Emergency Communication System Fund (Fund 65)

	Actual 2019-2020	Budgeted 2020-2021	Projected 2020-2021	Adopted 2021-2022
Beginning Fund Balance	\$231,372	\$74,096	\$74,156	\$24
Revenues				
Intergovernmental		-	-	-
Interest	2,160	-	34	-
Total Revenues	\$233,532	\$0	\$34	\$0
Other Sources				
Transfer from Street Projects		-	\$0	-
Total Available Funds	\$233,532	\$74,096	\$74,190	\$24
Expenditures				
Transfer to Police Station CIP				
Capital Outlay	159,376	-	74,166	-
Total Expenditures	159,376	\$0	\$74,166	\$0
Ending Fund Balance	\$74,156	\$74,096	\$24	\$24

Established to account for revenues accumulated and restricted to expenditure for the emergency communications system.



City of Seagoville, Texas Capital Expenditures Criteria

In many instances, budgeted capital expenditures when acquired become capital assets. Capital assets include property, plant, equipment, and infrastructure assets (e.g., roads, bridges, sidewalks, and similar items). Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation. Renewals and betterments are capitalized.

The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the asset life is not capitalized.

City of Seagoville, Texas
Capital Expenditures
General Government

Project Description	Amount
Police Station #2	\$5,015,000
Fund 64 – New Police Station Construction	

This project is for the construction of a new Police Station to improve response times and adequately cover the city with strategic placement of police personnel. The location of this facility will be next to Fire Station #2 on Simonds Road.

Funding Source: New Police Station Construction Fund (Fund 64)



Project Description
3 2021 Chevrolet Tahoe
General Fund (Police Patrol Vehicle)

Amount
\$230,475

The police department will acquire three 2021 Chevrolet Tahoe for the Patrol Division. Options included are, emergency equipment such as lighting and siren controls, two-way radio communications, computer and camera system, radar, shotgun and prisoner partitions, with approved department graphics and black and white paint scheme. The vehicles added to our fleet of marked vehicles and utilized as patrol vehicles.



Funding Source: General Fund (Fund 1)

Estimated Annual Maintenance: \$500 annually beginning the 1st year, increasing to \$732 annually in Year 5 for the 2021 Chevrolet Tahoes.

Project Description

Amount \$162,878

Fire

**2021 Ford F450 Type 5 with Rescue Apparatus
(light rescue)**



This will be utilized to pull the Rescue Boat Trailer to carry all Swift Water Rescue equipment. This will allow all personnel to travel on one apparatus for deployments and mutual aid calls.

Funding Source: Street Maintenance Fund (Fund 1)

Project Description

Skeeter upfit to current F550 Brush truck

Amount

\$26,512

This will include Skeeter lift, wheels and tires, steps, fender flares, tool tray and under bed storage. This will give the truck a higher clearance level and make it more accessible to off-road fires.



Funding Source: General Fund (Fund 1)

City of Seagoville, Texas

Capital Expenditures

Enterprise Fund: Business-type Activities

Project Description	Amount
East Malloy Bridge Road Sewer relocation project	\$200,000

East Malloy Bridge Road sewer relocation project \$200,000.00. Half projects the construction cost and easements to cost \$200,000.00 for the project. This project is located at 303 E. Malloy Bridge Road and will relocate a sewer main running under a house at the address.

Funding Source: Water and Sewer Fund

Annual maintenance requirement: None

Project Description	Amount
Ard Road Pump Station Improvements	\$400,000

\$400,000 is for upgrades to the Ard Road Pump Station. One of the four pumps at the station is currently out of service and needs to be replaced. This pump is our smallest pump and our consulting engineer recommends replacement with a larger pump. The power supply will need to be upgraded to accommodate the larger pump horsepower, and the yard piping will need to be increased to accommodate the higher flows.

Funding Source: Water and Sewer Fund

Annual maintenance requirement: None

Project Description	Amount
Engineering Services – Northern Basin Interceptor System	\$169,000

This is to complete this project that was started in FY 2021. This project consists of providing professional engineering services to facilitate the design study for the Northern Basin Interceptor System and to begin property acquisition. These interceptors are outlined in the City of Seagoville's Wastewater Master Plan. This effort is intended to determine the right alignment for placement of the sewer line. This infrastructure will allow sewer services to be provided by the City to neighborhoods in northwest Seagoville. Currently this area is not served by sewer infrastructure. Providing sewer infrastructure in this area is expected to open the area for future development.

Funding Source: Water and Sewer Fund

Project Description
Equipment Acquisition – 2 Kubota 60" zero turn mowers

Amount \$21,449

This equipment utilized for mowing for the Water & Sewer Dept. 2 Kubota 60" zero turn mowers with airless tires. These mowers will be used to mow city water towers, service center, liftstations and pump station. The water department currently has 2 2018 Kubota zero turns that the parks department uses almost daily, with the purchase of these 2 new mower we will give our current 2 mower to the parks dept..



Project Description
Replacement truck for Water Dept

Amount
\$34,000

Replacement truck for unit # 400 which is a 2012 with a mileage of 101,002. The additional money is for lights, tool box and stickers.
Replacement truck for unit # 711 which is a 2012 with a mileage of 125,282. The additional money is for lights, tool box and stickers.

