

1. 5:30 P.M. Town Council Agenda

Documents:

[TOWN COUNCIL AGENDA 8-26-21.PDF](#)

2. 5:30 P.M. Town Council Packet

Documents:

[TOWN COUNCIL PACKET 8-26-21.PDF](#)

3. August 26, 2021 - MEETING SLIDE DECK

[AUGUST 26, 2021 - MEETING SLIDE DECK](#)



DAVID A. RETTIG, MAYOR

RENA HARDEMAN, COUNCIL PLACE 1
MICHAEL C. GANZ, COUNCIL PLACE 2
BRIAN MONTINI, COUNCIL PLACE 3

ROGER SESSIONS, COUNCIL PLACE 4
BILL MOORE, COUNCIL PLACE 5
WES BOYER, COUNCIL PLACE 6

**NORTHLAKE TOWN COUNCIL
REGULAR MEETING AGENDA
AUGUST 26, 2021 @ 5:30 PM
1500 COMMONS CIRCLE SUITE 300 - NORTHLAKE, TEXAS 76226**

Notice is hereby given as required by Title 5, Chapter 551.041 of the Government Code that the Northlake Town Council will meet in a regular meeting on Thursday, August 26, 2021 at 5:30 pm at the Northlake Town Hall in the Chamber Room, 1500 Commons Circle, Suite 300, Northlake, Texas 76226. The items listed below are placed on the agenda for discussion and/or action.

1. Call to Order
Roll Call
Invocation
Pledges of Allegiance to the US and Texas Flags
2. Announcements, Proclamations and Presentations
 - A. Recognizing Emily Harville, Police for receiving the Unsung Hero Award – presented by Mothers against Drunk Drivers
 - B. Mental Health Policy for Police Officers – Chief Robert Crawford
3. Public Input
This item is available for citizens to address the Town Council on any matter. The presiding officer may ask the citizen to hold his or her comment on an agenda item until that agenda item is reached. By law, no deliberation or action may be taken on the topic if the topic is not posted on the agenda. The presiding officer reserves the right to impose a time limit on this portion of the agenda.
4. Consent Items
Any Council member may request an item on the Consent Agenda to be taken up for individual consideration
 - C. Town Council Meeting Minutes 8-12-21

5. Action Items

- D. Consider for approval an ordinance to levy assessments for the cost of services provided in Northlake Public Improvement District No. 1 (Harvest) during the Fiscal Year 2021-22; setting the charges and liens against property in the District and against the owners thereof; providing for the collection of such assessments; reserving unto the Town Council the right to allow credits reducing the amount of the respective assessment to the extent of any credit granted
 - i. Public Hearing
 - ii. Ordinance No. 21-0826A
- E. Consider for approval an ordinance of the Town Council of the Town of Northlake, Texas accepting and approving the update of the service and assessment plan and an updated assessment roll for The Highlands Public Improvement District in compliance with Chapter 372
 - i. Public Hearing
 - ii. Ordinance No. 21-0826B
- F. Consider for approval an ordinance to adopt the Proposed Budget for Fiscal Year 2021-22 beginning on October 1, 2021 and ending on September 30, 2022 for the Town of Northlake, Northlake Economic Development Corporation, Northlake Community Development Corporation, Northlake Public Improvement District No. 1 (Harvest), Northlake Public Improvement District No. 2 (The Highlands), Tax Increment Financing Zone No. 1 (TIRZ-Canyon Falls)
 - i. Public Hearing
 - ii. Ordinance No. 21-0826C
- G. Consider for approval an ordinance of the Town Council of the Town of Northlake, Texas fixing and levying municipal ad valorem taxes on all taxable property within the corporate limits of the Town of Northlake, Texas for the Fiscal Year beginning October 1, 2021 and ending September 30, 2022 at the rate of \$0.295000 per one hundred dollars (\$100.00) and for directing the assessment thereof; providing for a date on which such taxes become due and delinquent together with penalties and interest thereon; providing for a place of payment; providing for approval of the tax rolls presented to the Town Council
 - i. Public Hearing
 - ii. Ordinance No. 21-0826D
- H. Appointment of CIP Advisory Committee
- I. Authorizing the Town Manager to enter into a contract with Halff Associates, Inc. in an amount not to exceed \$60,000.00 for Professional Services for the review and update of Land Use Assumptions for the Master Throughfare Plan and to update the 10-year Capital Improvement Plan
 - i. Resolution 21-28
- J. Approval of modifying, continuing and/or suspending the First Amended Declaration of Local and Public Health Emergency as modified by the Town Council on April 23, 2020

6. Executive Session

Pursuant to Texas Government Code, annotated, Chapter 551 Subchapter D:

- a. Section 551.071 authorizes a governmental body to consult with its attorney in an executive session to seek his or her advice on a legal matter. It provides as follows: A governmental body may not conduct a private consultation with its attorney except: (1) When the governmental body seeks the advice of its attorney about: (a) pending or contemplated litigation; or (b) a settlement offer; or (2) on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with this chapter. The Town Council may adjourn into executive session for consultation with the Town Attorney regarding:
 - i. Development of the IMA and AMI Development Groups tracts on approximately 6.4 acres of land north of FM 407; and
 - ii. Development and annexation of the Oneta Lee Cope Trust tract on approximately 69.0 acres of land located west of FM 156; and
 - iii. Development of the Petrus Investments LP tracts on approximately 559.7 acres of land located east of FM 156; and
 - iv. Development and annexation of the CKD Holdings Inc Tracts 24.8-acre, 11.9-acre, and 1.8-acre tracts of land general located north of Oliver Creek and west of FM 156 in the extraterritorial jurisdiction of the Town; and
 - v. Development and annexation of the Hatfield, Brasher, Green Tract on approximately 97.9 acre tract of land generally located south of Evelyn Lane, west of Faught Road and north of Faith Lane in the extraterritorial jurisdiction of the Town; and the development of the Charles Faught tracts totaling approximately 152.3 acres of land generally located north of Evelyn Lane, west of Faught Road, and south of Robson Ranch Road; and
 - vi. Development and annexation of the Withee tract on approximately 74.3 acres of land located north of FM 407
 - vii. Water line oversizing agreement with Newland Communities; and
 - viii. Town of Northlake vs. City of Justin, Denton County District Court Cause No. 15-08170-367; and
 - ix. City of Justin v. Toby Baker, Cause No. D-1-GN-20-002084; and
 - x. Town of Northlake vs. RKM Utility Services Inc. & Philadelphia Indemnity Insurance Company Denton County District Court Cause No. 20-0649-367; and
 - xi. Potential litigation related to Dale Earnhardt Way road failures.
- b. Section 551.072 Deliberations about Real Property
 - i. Regarding purchase, exchange, lease or value of real property to be acquired as right-of-way out of 138.1 acre tract, Anderson Tract 1
 - ii. Regarding the purchase, exchange, lease, or value of real property to be acquired as right-of-way and drainage easement acquisition from La Estancia LP of a certain 236.108 acres of land located in the F.M. Woodard Survey (Tract 4), Abstract No. 1420A in Northlake, Denton County, Texas for the construction and maintenance of roadway and utility improvements and other public purposes permitted by law.
- c. Section 551.087 Economic Development Negotiations
 - i. Potential amendment to Development Agreement approved October 10, 2020, between Town, NEDC, NCDC, and Foster, Lewis, Gierisch, and Weis; and

- ii. Potential development agreement with Henry Northlake Development LLC on five tracts totaling approximately 122 acres generally located east of I-35W and north of Denton Creek.

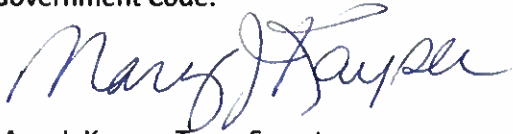
7. **Reconvene into Open Session**

In accordance with Texas Government Code, Section 551, the Town Council will reconvene into Open Session and consider action, if any, on matters discussed in Executive Session

8. **Adjourn**

CERTIFICATION

I hereby certify that the above agenda was posted on the bulletin board at Town Hall 1500 Commons Circle, Suite 300, Northlake, Texas 76226, on the 20th day of August 2021 by 5:00 pm in accordance with Chapter 551, Texas Government Code.



Mary J. Kayser, Town Secretary

NOTE: The Town Council reserves the right to adjourn into executive session at any time the course of this meeting to discuss any of the matters listed above as authorized by Texas Government Code Section 551.071 (Consultation with Attorney); Section 551.072 (Deliberations about Real Property); 551.073 (Deliberations about Gifts and Donations); 551.074 (Personnel Matters); 551.076 (Deliberations about Security Devices); 551.087 (Economic Development Negotiations).



DAVID A. RETTIG, MAYOR

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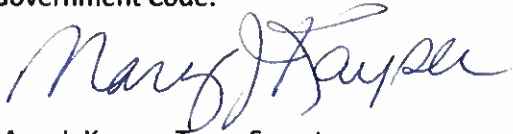
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TOWN OF NORTHLAKE COUNCIL ITEM NO. 1

DATE: AUGUST 26, 2021

ITEM: CALL TO ORDER



TOWN OF NORTHLAKE COUNCIL ITEM NO. 2

DATE: AUGUST 26, 2021

ITEM: ANNOUNCEMENTS-PROCLAMATIONS-PRESENTATIONS



NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: AUGUST 26, 2021

REF DOC.: SB 1359 – 87TH LEGISLATURE

SUBJECT: MENTAL HEALTH POLICY FOR POLICE OFFICERS



GOALS/OBJECTIVES:

- Operate Efficiently and Effectively (Council Goal)

BACKGROUND INFORMATION:

- 87th Legislature passed SB 1359
- Bipartisan Bill relating to the adoption by law enforcement agencies of a mental health leave policy for peace officers
- Effective date September 1, 2021

RECOMMENDATION:

- Follow the guidelines set by the Texas Legislature
- Add a mental health policy for peace officers in the Town of Northlake Employee Handbook

COUNCIL DIRECTION:

- Input on the proposed amendment to the Employee Handbook and recommend changes if any.



1

DEFINITIONS

TRAUMATIC EVENT –

an event which occurs in the peace officer(s) scope of employment when the officer is involved in the response to, or investigation of, an event that causes the officer to experience unusually strong emotional reactions or feelings which have the potential to interfere with their ability to function during or after the incident.




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2

DEFINITIONS

Traumatic events may include, but are not limited to, the following:

- Major disasters which may include response to weather related events involving multiple casualties; or explosions with multiple casualties; or search and recovery missions involving multiple casualties.
- Incidents involving multiple casualties which may include shootings or traffic accidents.
- Response to or investigation of incidents involving death or abuse of an individual
- Line of duty death, serious injury or suicide of a department member.
- Death of a child resulting from violence or neglect.
- Officer(s) involved shooting of a person.



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3

DEFINITIONS

Mental Health Leave –

Administrative leave with pay granted in response to a traumatic event that occurred in the scope of the peace officer's employment.

Mental Health Professional –

A licensed social or mental health worker, counselor, psychotherapist, psychologist, or psychiatrist.



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4

MANDATES

- Law enforcement agency
- Shall develop and adopt policy allowing use of mental health leave for police officers
- Clear and objective guidelines
- No deduction in salary or benefits
- Determine number of mental health leave days
- Anonymity for those who take leave
- Must be developed as soon as practical after effective date of law change



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5

RECOMMENDATIONS

- Offer to all employees
- Number of days for mental health leave set at 3-5 working days.
- Extensions provided up to 2x with documentation from mental health provider
- Document as Administrative leave to ensure anonymity
- Provide employees a list of mental health resources, but employee may seek own resource



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6

QUESTIONS



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NORTHALKE MENTAL HEALTH LEAVE POLICY

(Effective September 1, 2021)

PURPOSE

The purpose of this policy is to allow the use of mental health leave by the peace officers employed by the Town of Northlake who experience a traumatic event during the scope of their employment. Mental health leave is intended to be utilized as a mechanism to allow the officer to decompress from the traumatic event and to seek appropriate mental health assistance as necessary. This policy applies to licensed peace officers employed by the agency.

Definitions

1. Traumatic Event – an event which occurs in the peace officer(s) scope of employment when the officer is involved in the response to, or investigation of, an event that causes the officer to experience unusually strong emotional reactions or feelings which have the potential to interfere with their ability to function during or after the incident.

Traumatic events may include, but are not limited to, the following:

- a. Major disasters which may include response to weather related events involving multiple casualties; or explosions with multiple casualties; or search and recovery missions involving multiple casualties.
- b. Incidents involving multiple casualties which may include shootings or traffic accidents.
- c. Response to or investigation of incidents involving death or abuse of an individual.
- d. Line of duty death, serious injury or suicide of a department member.
- e. Death of a child resulting from violence or neglect.
- f. Officer(s) involved shooting of a person.

2. Mental Health Leave – administrative leave with pay granted in response to a traumatic event that occurred in the scope of the peace officer's employment.

3. Mental Health Professional – a licensed social or mental health worker, counselor, psychotherapist, psychologist, or psychiatrist.

Requesting mental health leave

An officer directly involved in a traumatic event may request the use of mental health leave. The request shall be made in writing through the chain of command to the Chief of Police. The request shall be treated as a priority matter and a decision on the granting of the leave shall be made no later than 24 hours following the submission of the request. The request shall be granted unless the chain of command can articulate specific compelling reasons to deny granting the leave.

A supervisor or coworker who becomes aware of behavioral changes in an officer directly involved in a traumatic event should suggest to the officer that he or she seek mental health leave and the assistance of a mental health professional. An officer's failure to voluntarily seek mental health assistance shall be addressed by Policy 1016 Fitness for Duty.

Confidentiality of request

Any request for mental health leave shall be treated as strictly confidential by all parties involved and shall not be discussed or disclosed outside the officer's immediate chain of command, and only as necessary to facilitate the use of the leave. Any officer or supervisor who becomes aware of behavioral changes and suggests the officer seek mental health leave shall not discuss that matter with any third party. Any breach of this confidentiality shall be grounds for discipline.

Confidentiality may be waived by the officer seeking mental health leave. Confidentiality may be waived under circumstances which indicate the officer is a danger to himself or herself or others and department personnel must confer with mental health professionals.

Duration of mental health leave

An officer directly involved in a traumatic event may request up to three (3) working days of mental health leave per traumatic event.

Extensions of mental health leave may be available under certain circumstances upon approval by the Chief of Police and concurrence by the Town Manager. Any request for an extension shall be accompanied by documentation from a mental health professional who is counseling the officer. The request may extend the leave by three (3) working days. Each officer may request no more than two (2) extensions, each supported by sufficient documentation by the mental health professional.

Documentation of Mental Health Leave

Mental health leave shall be coded as Administrative Leave with Pay within the payroll system to promote anonymity. Appropriate documentation, inclusive of any documentation provided by a medical professional, shall only be placed in the officer's medical file to account for mental health leave being taken.

Compensation while on Mental Health Leave.

While utilizing mental health leave, employees will continue to earn any and all benefits, pay, and applicable special pay. The Town shall not reduce an eligible employee's sick leave, vacation leave, holiday, or other paid leave balance for mental health leave taken under this policy.

Mental health services available to the officer

University Behavioral Health

2026 W. University Drive
Denton, Texas 76201
940-320-8100

Mayhill Hospital

2809 S. Mayhill Road
Denton, Texas 76208
940-239-3000

North Texas Behavior Health Authority

9441 Lyndon B Johnson Fwy, #350
Dallas, Texas 75243
214-366-9407

NAMI North Texas

2812 Swiss Avenue
Dallas, Texas 75204
214-341-7133

Trauma Support Services

210 S. Cedar Ridge Drive, Suite C-100
Duncanville, Texas 75116
972-709-4904

Other private counseling, specializing in first responders, are also available.

AN ACT

relating to adoption by law enforcement agencies of a mental health leave policy for peace officers.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

SECTION 1. Chapter 614, Government Code, is amended by adding Subchapter A-1 to read as follows:

SUBCHAPTER A-1. MENTAL HEALTH LEAVE

Sec. 614.015. MENTAL HEALTH LEAVE FOR PEACE OFFICERS. (a) In this section, "law enforcement agency" means an agency of the state or an agency of a political subdivision of the state authorized by law to employ peace officers.

(b) Each law enforcement agency shall develop and adopt a policy allowing the use of mental health leave by the peace officers employed by the agency who experience a traumatic event in the scope of that employment.

(c) The mental health leave policy adopted under this section must:

(1) provide clear and objective guidelines establishing the circumstances under which a peace officer is granted mental health leave and may use mental health leave;

(2) entitle a peace officer to mental health leave without a deduction in salary or other compensation;

(3) enumerate the number of mental health leave days available to a peace officer; and

(4) detail the level of anonymity for a peace officer who takes mental health leave.

(d) The mental health leave policy adopted under this section may provide a list of mental health services available to peace officers in the area of the law enforcement agency.

SECTION 2. As soon as practicable after the effective date of this Act, each law enforcement agency shall develop the mental health leave policy required by Section 614.015, Government Code, as added by this Act.

SECTION 3. This Act takes effect September 1, 2021.

President of the Senate

Speaker of the House

I hereby certify that S.B. No. 1359 passed the Senate on April 29, 2021, by the following vote: Yeas 31, Nays 0.

Secretary of the Senate

I hereby certify that S.B. No. 1359 passed the House on May 23, 2021, by the following vote: Yeas 140, Nays 5, two present not voting.

Chief Clerk of the House

Approved:

Date

Governor

TOWN OF NORTHLAKE COUNCIL ITEM NO. 3

DATE: AUGUST 26, 2021

ITEM: PUBLIC INPUT



TOWN OF NORTHLAKE COUNCIL ITEM NO. 4

DATE: AUGUST 26, 2021

ITEM: CONSENT ITEMS





DAVID A. RETTIG, MAYOR

RENA HARDEMAN, COUNCIL PLACE 1
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BRIAN MONTINI, MAYOR PRO TEM

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**NORTHLAKE TOWN COUNCIL
REGULAR MEETING MINUTES
AUGUST 12, 2021**

1500 COMMONS CIRCLE SUITE 300 - NORTHLAKE, TEXAS 76226

1. Mayor David Rettig called the meeting to order at 5:30 pm., quorum present

Roll Call:

David Rettig, Mayor

Rena Hardeman, Place 1

Michael Ganz, Place 2

Brian Montini, Mayor Pro Tem

Roger Sessions, Place 4

Bill Moore, Place 5

Wes Boyer, Place 6

Invocation given by Mathew Hardin, The Well Church

Mayor Rettig led the Pledges of Allegiance to US and Texas Flags

2. Announcements, Proclamations and Presentations

A. Presentation by Debbie Jensen - CASA of Denton County

B. Mayor Rettig read Proclamation 21-3 recognizing Shirley Rogers, Town Secretary, on her retirement

C. Master Thoroughfare Plan and Roadway Impact Fee Update Process presented by Ben McGahey with Halff Associates

- Roadway Impact Fees
- Creation of CIP Advisory Commission

D. Social Media Usage Policy presented by Drew Corn

E. FY 2022 Proposed Budget Presentation presented by Drew Corn

3. Public Input

- Joel McGregor addressed the Council regarding the Master Thoroughfare Plan.

4. Consent Items

Item H. was pulled from the Consent Agenda by Council Member Hardeman for individual consideration.

Motion was made by Mayor Pro Tem Montini and second by Mayor Rettig to approve Consent Items F., G., and I. Motion passed 7-0.

F. Town Council Meeting Minutes 7-22-21

G. Resolution No. 21-25 designating certain individual(s) authority to handle registration documentation pertaining to marked/unmarked vehicle license plates

I. Resolution No. 21-27 of the Town Council of the Town of Northlake, Texas, approving and authorizing the Town Manager to enter into an agreement for the purchase of OpenGov Cloud Software Update.

H. Motion was made by Mayor Pro Tem Montini and second by Council Member Boyer to approve Resolution No. 21-26 of the Town Council of the Town of Northlake, Texas, giving consent to the issuance of unlimited tax bonds by Northlake Municipal Management District No. 1 (Pecan Square) of Denton County, a conservation and reclamation district located within the corporate boundaries of the Town. Motion passed 6-0. Mayor Rettig abstained.

5. Action Items

J. Approval of an Ordinance Zoning change from RR – Rural Residential (min. 5 acres lots) /CRO - Conservation Residential Overlay to RE-PD – Rural EstatePlanned Development (min. 2 acre lots) for an approximately 14.2855-acre tract of land situated in the J.E. Anderson Survey, Abstract No. 22, generally located on the northeast corner of Florance Road and Strader Road/ Robson Ranch Road. Kenneth Frisby is the owner/applicant. Case # PD-21-003.

Ken Frisby spoke in favor of the zoning change.

Motion was made by Mayor Pro Tem Montini and second by Council Member Moore to deny Ordinance No. 21-0812A, a zoning change from RR – Rural Residential (min. 5 acres lots) /CRO - Conservation Residential Overlay to RE-PD – Rural EstatePlanned Development (min. 2 acre lots) for an approximately 14.2855-acre tract of land situated in the J.E. Anderson Survey, Abstract No. 22, generally located on the northeast corner of Florance Road and Strader Road/ Robson Ranch Road. Kenneth Frisby is the owner/applicant. Case # PD-21-003. Motion passed 5-2. Hardeman and Boyer opposed.

- K. Approval of an Ordinance of the Town of Northlake, Texas, amending the Code of Ordinances Northlake, Texas Chapter 11 “Traffic and Vehicles” Article 11.04 “Stopping, Standing and Parking” to modify Section 11.04.001 “Definitions” and to add Section 11.04.018 “Parking on Certain Streets Prohibited”.

Motion was made by Council Member Hardeman and second by Council Member Ganz to approve Ordinance No. 21-0812B of the Town of Northlake, Texas, amending the Code of Ordinances Northlake, Texas Chapter 11 “Traffic and Vehicles” Article 11.04 “Stopping, Standing and Parking” to modify Section 11.04.001 “Definitions” and to add Section 11.04.018 “Parking on Certain Streets Prohibited”. Motion passed 7-0.

- L. Discussion and action on setting the date for public hearings for the Fiscal Year 2021-2022 Proposed Tax Rate and Town Budget at the council meeting on August 26, 2021 or September 9, 2021 and set the adoption of the proposed tax rate and budget at same meeting

Motion was made by Mayor Pro-Tem Montini and second by Council Member Boyer to set the date for public hearings for the Fiscal Year 2021-2022 Proposed Tax Rate and Town Budget at the council meeting on August 26, 2021 and to set the adoption of the proposed tax rate and budget at same meeting. Motion passed 7-0.

- M. Discussion and action on setting the date for public hearings for the service and assessment plans of Northlake Public Improvement District No. 1 (Harvest) and Northlake Public Improvement District No. 2 (The Highlands) for the council meeting on August 26, 2021 or September 9, 2021 and set the adoption of the plans at the same meeting

Motion was made by Mayor Pro Tem Montini and second by Council Member Boyer to set the date for public hearings for the service and assessment plans of Northlake Public Improvement District No. 1 (Harvest) and Northlake Public Improvement District No. 2 (The Highlands) for the council meeting on August 26, 2021 and to set the adoption of the plans at the same meeting. Motion passed 7-0.

- N. Consider ratifying the approval of a Professional Services Contract with City Hall Essentials for a Consulting Town Secretary appointed by Town Manager and authorize the Town Manager to execute any future agreements or amendment to the Professional Services Contract necessary for Town Manager’s appointment of a Consulting Town Secretary.

Motion was made by Council Member Ganz and second by Mayor Pro Tem Montini to ratify the approval of a Professional Services Contract with City Hall Essentials for a Consulting Town Secretary appointed by Town Manager and authorize the Town Manager to execute any future agreements or amendment to the Professional Services Contract necessary for Town Manager’s appointment of a Consulting Town Secretary. Motion passed 7-0.

- O. Postponed -Approval of modifying, continuing and/or suspending the First Amended Declaration of Local and Public Health Emergency as modified by the Town Council on April 23, 2020

6. By general consent, Mayor Rettig convened the council into Executive Session at 7:54 pm to discuss pursuant to Texas Government Code, annotated, Chapter 551 Subchapter D:
- a. Section 551.071 Consultation with Attorney. The Town Council may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the Town Council seeks the advice of its attorney about pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the provisions of Chapter 551, including the following items:
 - i. Development of the IMA and AMI Development Groups tracts on approximately 6.4 acres of land north of FM 407; and
 - ii. Development and annexation of the Oneta Lee Cope Trust tract on approximately 69.0 acres of land located west of FM 156; and
 - iii. Development of the Petrus Investments LP tracts on approximately 559.7 acres of land located east of FM 156; and
 - iv. Development and annexation of the CKD Holdings Inc Tracts 24.8-acre, 11.9-acre, and 1.8-acre tracts of land general located north of Oliver Creek and west of FM 156 in the extraterritorial jurisdiction of the Town; and
 - v. Development and annexation of the Hatfield, Brasher, Green Tract on approximately 97.9 acre tract of land generally located south of Evelyn Lane, west of Faught Road and north of Faith Lane in the extraterritorial jurisdiction of the Town; and the development of the Charles Faught tracts totaling approximately 152.3 acres of land generally located north of Evelyn Lane, west of Faught Road, and south of Robson Ranch Road; and
 - vi. Water line oversizing agreement with Newland Communities; and
 - vii. Town of Northlake vs. City of Justin, Denton County District Court Cause No. 15-08170-367; and
 - viii. City of Justin v. Toby Baker, Cause No. D-1-GN-20-002084.
 - b. Section 551.072 Deliberations about Real Property
 - i. Regarding purchase, exchange, lease or value of real property to be acquired as right-of-way out of 138.1 acre tract, Anderson Tract 1
 - c. Section 551.087 Economic Development Negotiations
 - i. Potential amendment to Development Agreement approved October 10, 2020, between Town, NEDC, NCDC, and Foster, Lewis, Gierisch, and Weis; and
 - ii. Potential development agreement with Henry Northlake Development LLC on five tracts totaling approximately 122 acres generally located east of I-35W and north of Denton Creek.
7. Mayor Rettig reconvened the council into Open Session at 8:51 pm
- Motion was made by Mayor Pro Tem Montini and second by Mayor Retting to approve the acquisition of property pursuant to item b.i. discussed in executive session and authorize the Town Manager to negotiate and enter into any agreements necessary pursuant to the discussion in executive session. Motion passed 7-0.
8. Mayor Rettig adjourned the meeting at 8:54 pm.

Passed and approved on this the 26th day of August, 2021.

Town of Northlake, Texas

David Rettig, Mayor

Attest:

Mary J. Kayser, Town Secretary

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: AUGUST 26, 2021

REF. DOC.: LOCAL GOVERNMENT CODE, CHAPTER 372, IMPROVEMENT DISTRICTS IN MUNICIPALITIES AND COUNTIES

SUBJECT: PUBLIC HEARING ON SERVICE AND ASSESSMENT PLAN FOR PUBLIC IMPROVEMENT DISTRICT NO. 1 (HARVEST) AND ADOPTION



GOALS/OBJECTIVES:

- Responsibly Manage Growth; Preserve public parks and open space (Council Goal)
- Systematically Invest in Infrastructure; Develop a hike and bike trail system (Council Goal)

BACKGROUND INFORMATION:

Per Texas State Law, the Town of Northlake is required to publish notice and hold a public hearing to allow property owners to express their views on the assessments levied by public improvement district (PID).

- Key Assessment Information
 - o Public Improvement District No. 1 (Harvest) - \$0.21 per \$100 of assessed value
 - o Last year's assessment - \$0.21 per \$100 of assessed value
- Key Public Improvement District Dates
 - o August 12, 2021 – Call public hearing for Public Improvement District No. 1 (Harvest)
 - o August 16, 2021 – Publish notice of Public Improvement District No. 1 (Harvest)
 - o August 26, 2021 – Hold public hearing on the Service Assessment Plan (SAP) for PID No. 1 (Harvest) and approve SAP

COUNCIL ACTION:

- Conduct a public hearing on SAP for PID No. 1 (Harvest) and adopt plan



TOWN OF NORTHLAKE, TEXAS
OFFICIAL ORDINANCE
No. 21-0826A

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS ACCEPTING AND APPROVING AN UPDATE OF THE SERVICE AND ASSESSMENT PLAN AND AN UPDATED ASSESSMENT ROLL FOR THE NORTHLAKE PUBLIC IMPROVEMENT DISTRICT NO. 1 IN COMPLIANCE WITH CHAPTER 372; SETTING THE LEVY OF ASSESSMENTS FOR THE COST OF SERVICES PROVIDED IN NORTHLAKE PUBLIC IMPROVEMENT DISTRICT NO. 1 DURING FISCAL YEAR 2021-2022; SETTING OF CHARGES AND LIENS AGAINST PROPERTY IN THE DISTRICT AND AGAINST THE OWNERS THEREOF; PROVIDING FOR THE COLLECTION OF SUCH ASSESSMENTS; RESERVING UNTO THE TOWN COUNCIL THE RIGHT TO ALLOW CREDITS REDUCING THE AMOUNT OF THE RESPECTIVE ASSESSMENT TO THE EXTENT OF ANY CREDIT GRANTED; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Northlake, Texas, has heretofore directed that certain services (the “services”) shall be provided in the Northlake Public Improvement District No. 1 (the “District”); and

WHEREAS, the boundaries of the improvement district are approximately: quarter mile north of Old Justin Road on the north, Harvest Way on the east, FM 407 on the south, and quarter mile west of Cleveland Gibbs Road on the west; and

WHEREAS, pursuant to Texas Local Government Code §372.013, the annual service plan outlining services to be provided in Fiscal Year 2021-2022 and their estimated costs are as follows:

EXPENSES

Attorney	\$1,000
Audit Services	\$7,000
HOA Management Company	\$1,444,182
Intergovernmental	\$7,000

The total budgeted expenses of the Services are \$1,459,182 in the District; and

WHEREAS, pursuant to Texas Local Government Code §372.014, it is proposed that property in the District be assessed at \$0.21 per each \$100 of property value, as of January 1, 2021 and determined by the appraisal district with jurisdiction over property in the District; and

WHEREAS, the Services and proposed assessment roll were heard by the Town Council in a public hearing conducted on the 26th day of August 2021, at 5:30 p.m. in the Council Chamber in the Town Hall in the Town of Northlake, Texas (the “Public Hearing”), notice of which was published in a newspaper of general circulation in the Town, and at such hearing all desiring to be heard were given a full and fair opportunity to be heard.



TOWN OF NORTHLAKE, TEXAS
OFFICIAL ORDINANCE

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS:

SECTION 1.

The Town Council, from all evidence before it, including all information provided to it and considered in the Public Hearing, finds that the assessments herein described should be levied against the respective parcels of property in the District and against the owners of such property. Such assessments and charges are right and proper and are substantially in proportion to the benefits to the respective parcels of property by means of the Improvements in the District for which such assessments are levied and establish substantial justice and equality and uniformity between all parties concerned, considering the benefits received and burdens imposed. The Town Council further finds that in each case the property assessed is specially benefited in enhanced value to the said property by means of the improvements in the District and for which assessment is levied and charge made, and further finds that the apportionment of the cost of the improvements is in accordance with applicable law. The Town Council, from the evidence, further finds that the values of the respective parcels of property on January 1, 2021, are true and correct.

SECTION 2.

There shall be levied and assessed against the parcels of property in the District and against the real and true owners thereof (whether such owners be correctly named herein or not), the sums of money itemized per parcel of property, and the owners thereof, as far as such owners are known, at the following rates and method of payment: \$0.21 per each \$100 of value for property in the District.

SECTION 3.

Where more than one person or entity owns an interest in any property described herein, each such person or entity shall be personally liable only for its, his or her pro rata share of the total assessment against such property in proportion to its, his or her respective interest to the total ownership such property, and its, his or hers respective interest in such property may be released from the assessment lien upon payment of a proportionate sum.

SECTION 4.

The several sums above mentioned and assessed against the said parcels of property, and owners thereof, and penalty and interest thereon at the rate prescribed by Chapter 372, Texas Local Government Code (the Public Improvement District Assessment Act), together with reasonable attorney's fees and cost of collection, if incurred, are hereby declared to be and are made a lien upon the respective parcels of property against which the same are assessed, and a personal liability and charge against the real and true



TOWN OF NORTHLAKE, TEXAS OFFICIAL ORDINANCE

owners of such property, whether such owners be correctly named herein or not, and such liens shall be and constitute the first enforceable lien and claim against the property on which such assessments are levied, and shall be a first and paramount lien thereon, superior to all other liens and claims, except state, county, school district and the Town ad valorem taxes. A copy of this ordinance may be filed with the County Clerk of Denton County, Texas, and when so filed shall constitute complete and adequate legal notice to the public concerning the liens hereby assessed against the respective parcels of property and the owners thereof.

The sums so assessed against the respective parcels of property and the owners thereof shall be and become due and payable on or before January 31, 2022, and shall become delinquent if not paid by February 1, 2022. The entire amount assessed against each parcel of property shall bear penalty and interest, from and after February 1, 2022, at the same rate as prescribed by law for any delinquent ad valorem tax until paid.

SECTION 5.

If default shall be made in the payment of any assessments, collection thereof shall be enforced by suit in any court of competent jurisdiction, and Town shall exercise all its lawful powers to aid in the enforcement and collection of said assessments.

SECTION 6.

The total amount assessed against the respective parcels of property, and the owners thereof, is in accordance with the proceedings of the Town hereto and is less than the proportion of the cost allowed and permitted by applicable law.

SECTION 7.

Although the aforementioned charges have been fixed, levied, and assessed in the respective amounts herein stated, the Town Council does hereby reserve the right to reduce the aforementioned assessments by allowing credits to certain property owners where deemed appropriate and provided that such any such allowance does not result in any inequity and/or unjust discrimination.

SECTION 8.

Full power to make and levy assessments and to correct mistakes, errors, invalidities or irregularities in the assessments are, in accordance with the law in force in this Town, vested in the Town.



TOWN OF NORTHLAKE, TEXAS
OFFICIAL ORDINANCE

SECTION 9.

In any suit upon any assessment or reassessment, it shall be sufficient to allege the substance of the provision recited in this ordinance and that such recitals are in fact true, and further allegations with reference to the proceedings relating to such assessment or reassessment shall not be necessary.

SECTION 10.

Should any portion, section or part of a section of this Ordinance be declared invalid, inoperative or void for any reason by a court of competent jurisdiction, such decision, opinion or judgment shall in no way impair the remaining portions, sections, or parts of sections of this Ordinance, which shall remain in full force and effect.

SECTION 11.

This Ordinance shall be cumulative of all other ordinances and appropriations amending the same except in those instances where the provisions of this Ordinance are in direct conflict with such other ordinances and appropriations, in which instance said conflicting provisions of said prior ordinances and appropriations are hereby expressly repealed.

SECTION 12.

This Ordinance shall take effect and be in full force and effect from and after the date of its passage.

AND IT IS SO ORDAINED.

PASSED AND APPROVED on this the 26th day of August 2021

Town of Northlake, Texas

Attest:

David Rettig, Mayor

Mary Kayser, Town Secretary

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: AUGUST 26, 2021

REF. DOC.: LOCAL GOVERNMENT CODE, CHAPTER 372, IMPROVEMENT DISTRICTS IN MUNICIPALITIES AND COUNTIES

SUBJECT: PUBLIC HEARING ON SERVICE AND ASSESSMENT PLAN FOR PUBLIC IMPROVEMENT DISTRICT NO. 2 (HIGHLANDS) AND ADOPTION



GOALS/OBJECTIVES:

- Responsibly Manage Growth; Preserve public parks and open space (Budget Principle)
- Systematically Invest in Infrastructure; Develop a hike and bike trail system (Budget Principle)

BACKGROUND INFORMATION:

Per Texas State Law, the Town of Northlake is required to publish notice and hold a public hearing to allow property owners to express their views on the assessments levied by public improvement district (PID).

- Key Assessment Information
 - o Public Improvement District No. 2 (Highlands) - \$1,290.55 per acre assessment
 - o Last year's assessment - \$1,308.50 per acre per original assessment computation
- Key Public Improvement District Dates
 - o August 12, 2021 – Call public hearing for PID No. 2 (Highlands)
 - o August 16, 2021 – Publish notice of PID No. 2 (Highlands)
 - o August 26, 2021 – Hold public hearing on the Service Assessment Plan (SAP) for PID No. 2 (Highlands) and approve SAP

COUNCIL DIRECTION:

- Hold public hearing for PID No. 2 (Highlands) SAP and adopt plan



TOWN OF NORTHLAKE, TEXAS
OFFICIAL ORDINANCE

NO. 21-0826B

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS ACCEPTING AND APPROVING AN UPDATE OF THE SERVICE AND ASSESSMENT PLAN AND AN UPDATED ASSESSMENT ROLL FOR THE HIGHLANDS PUBLIC IMPROVEMENT DISTRICT IN COMPLIANCE WITH CHAPTER 372 (AUTHORIZED IMPROVEMENT ASSESSMENT); MAKING AND ADOPTING FINDINGS; PROVIDING FOR THE INCORPORATION OF FINDINGS; SETTING THE LEVY OF ASSESSMENTS FOR THE COST OF SERVICES PROVIDED IN THE HIGHLANDS PUBLIC IMPROVEMENT DISTRICT DURING FISCAL YEAR 2021-2022; PROVIDING A CUMULATIVE REPEALER CLAUSE; PROVIDING SEVERABILITY, PROVIDING FOR ENGROSSMENT AND ENROLLMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, on April 24, 2014, after due notice, the Town Council of the Town of Northlake, Texas (the “Town Council”) held the public hearing in the manner required by law on the advisability of the public improvements and services described in the petition as required by Sec. 372.009 of the Public Improvement District Assessment Act, Chapter 372, Texas Local Government Code, as amended (the “PID Act”) and made the findings required by Sec. 372.009(b) of the PID Act and, by Resolution No. 14-12 adopted by a majority of the members of the Town Council, authorized the PID in accordance with its finding as to the advisability of the public improvements and services;

WHEREAS, on May 29, 2014, after notice and a public hearing conducted in the manner required by law, the Town Council adopted Ordinance No. 14-0529A approving a service and assessment plan and an assessment roll for The Highlands Public Improvement District;

WHEREAS, on May 29, 2014, the Town Council issued bonds secured directly and indirectly, respectively, by the assessments levied pursuant to the Assessment Ordinance;

WHEREAS, Section 372.013 of the PID Act and the Service and Assessment Plan require that the Service and Assessment Plan and Assessment Roll be annually reviewed and updated;

WHEREAS, the Annual Service Plan Update and updated Assessment Roll attached as **Exhibit “A”** hereto conform the original Assessment Roll to the principal and interest payment schedule required for the bonds, thereby reducing the amounts listed on the original Assessment Roll, and update the Assessment Roll to reflect prepayments, property divisions and changes to the budget allocation for District public improvements that occur during the year, if any; and



TOWN OF NORTHLAKE, TEXAS
OFFICIAL ORDINANCE

WHEREAS, the Town Council now desires to proceed with the adoption of this Ordinance which supplements the Assessment Ordinance and approves and adopts the Annual Service Plan Update and the Updated Assessment Roll attached thereto, in conformity with the requirements of the PID Act, for the fiscal year beginning October 1, 2021 and ending September 30, 2022.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS:

SECTION 1.

INCORPORATION OF FINDINGS

The findings and determinations set forth in the preambles above are incorporated herein for all purposes and are hereby adopted.

SECTION 2.

ANNUAL SERVICE PLAN UPDATE AND UPDATED ASSESSMENT ROLL

The Annual Service Plan Update and Updated Assessment Roll attached hereto as **Exhibit "A"** are hereby accepted and approved and compliance with the PID Act in all matters is required.

SECTION 3.

CUMULATIVE REPEALER

That this Ordinance shall be cumulative of all other Ordinances and shall not repeal any of the provisions of such Ordinances except for those instances where there are direct conflicts with the provisions of this Ordinance. Ordinances or parts thereof in force at the time this Ordinance shall take effect and that are inconsistent with this Ordinance are hereby repealed to the extent that they are inconsistent with this Ordinance. Provided however, that any complaint, action, claim or lawsuit which has been initiated or has arisen under or pursuant to such Ordinance on the date of adoption of this Ordinance shall continue to be governed by the provisions of that Ordinance and for that purpose the Ordinance shall remain in full force and effect.

SECTION 4.

SEVERABILITY

If any provision, section, subsection, sentence, clause, or phrase of this Ordinance, or the application of same to any person or set of circumstances is for any reason held to be unconstitutional, void, or invalid, the validity of the remaining portions of this Ordinance or the application to other persons or sets of circumstances shall not be affected thereby, it being the intent of the Town Council that no portion hereof, or provision or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality, voidness, or invalidity of any other portion hereof, and all provisions of this Ordinance are declared to be severable for that purpose.



TOWN OF NORTHLAKE, TEXAS
OFFICIAL ORDINANCE

SECTION 5.

EFFECTIVE DATE

This Ordinance shall take effect, and the levy of the Assessments, and the provisions and terms of the Plan shall be and become effective on upon passage and execution hereof in accordance with the law.

PASSED AND APPROVED on this the 26th day of August 2021

Town of Northlake, Texas

David Rettig, Mayor

Attest:

Mary Kayser, Town Secretary

EXHIBIT "A"
ANNUAL SERVICE PLAN UPDATE AND UPDATED ASSESSMENT ROLL
(AUTHORIZED IMPROVEMENT ASSESSMENT)

**THE HIGHLANDS PUBLIC IMPROVEMENT DISTRICT
NORTHLAKE, TEXAS**

**ANNUAL SERVICE PLAN UPDATE
TO THE SERVICE AND ASSESSMENT PLAN**

Introduction

On April 24, 2014 the Town Council of the Town of Northlake, Texas adopted resolution 14-12, pursuant to the Public Improvement District Assessment Act, Chapter 372, Texas Local Government Code, creating The Highlands Public Improvement District.

A service and assessment plan (the "Service and Assessment Plan") was prepared at the direction of the Town Council identifying the public improvements to be provided by the PID, the costs of the Authorized Improvements, the indebtedness to be incurred for the authorized improvements, and the manner of assessing the property in the PID for the costs of the authorized improvements. Pursuant to Sections 372.013, 372.014, and 372.015 of the Public Improvement District Act (the "PID Act"), the Service and Assessment Plan is to be reviewed and updated annually. The update of the Service and Assessment Plan (the "Annual Service and Assessment Plan Update") for 2020 includes the Tax Year 2019 assessment roll identifying the assessments on each parcel, based on the method of assessment set forth in the Service and Assessment Plan, as amended, and pursuant to this Annual Service Plan Update. Section 372.015 of the PID Act states that the governing body of the municipality shall apportion the cost of an improvement to be assessed against property in an improvement district, and the apportionment shall be made on the basis of special benefits accruing to the property because of the improvement.

On May 29, 2014 the Town Council authorized the issuance of combination tax and assessment revenue certificates of obligation, series 2014A, in the amount of \$4,170,000.00 for the authorized improvements within The Highlands Public Improvement District.

Update of the Service Plan

Schedule A shows the sources of funds for the authorized improvements and estimated costs to be incurred in connection with the issuance of the 2014 Series A Certificates of Obligation and the uses of these funds.

Schedule A
Sources and Uses of Funds
The Highlands Public Improvement District
(Cumulative as of August 31, 2019)

Sources of Funds:

Par Amount of Certificates	\$ 4,170,000
Net Original Issue Discount	(720)
Developer Contribution	7,862,709
Total Sources of Funds	<u>\$ 12,031,989</u>

Uses of Funds:

PID Improvements	
Waterline Paving	\$ 890,000
Paving	4,901,078
Landscaping/Open Space	2,586,000
Utilities	1,612,203
Soft Costs	1,125,000
Contingency	653,428
Underwriter's Discount	49,515
Cost to Establish PID and Issuance Costs	214,765
Total Uses of Funds	<u>\$ 12,031,989</u>

Schedule B contains the five-year service plan that details the sources of funding and expenditures for PID. The schedule shows the activity that has occurred through August 2018.

Schedule B
Authorized Improvements
The Highlands Public Improvement District Sources & Usage of Funds
May 2014 - August 2019

	<u>Total</u>
<u>Sources of Funds:</u>	
Par Amount of Certificates	4,170,000
Net Original Issue Discount	(720)
Developer Contribution	<u>7,862,709</u>
Total Sources of Funds	<u><u>12,031,989</u></u>

<u>Uses of Funds:</u>	
PID Improvements	
Waterline Paving	890,000
Paving	4,901,078
Landscaping/Open Space	2,586,000
Utilities	1,612,203
Soft Costs	1,125,000
Contingency	653,428
Underwriter's Discount	49,515
Cost to Establish PID and Issuance Costs	<u>214,765</u>
Total Uses of Funds	<u><u>12,031,989</u></u>

Debt Service and Assessment Collections

The assessments imposed on any parcel may be paid in full at any time. If an assessment is not paid in full, the assessments are payable in 20 (twenty) annual installments. Each assessment installment is comprised of payment for principal and interest for the 2014 Series A Tax and Assessment Certificate of Obligation, maintenance and operation expenses, and administrative expenses.

Schedule C shows the amounts to be collected during fiscal year 2019 for the assessments and the expected payments for debt service, maintenance and operations and administrative expenses.

Schedule C
Fiscal Year 2022 Budget For Annual Assessments
The Highlands Public Improvement District

Revenues:

Annual Assessments To Be Collected	\$	316,042
Total Revenues	\$	<u>316,042</u>

Expenditures

Debt Service:		
Payment on February 15, 2022	\$	47,162
Payment on August 15, 2022		232,162
Debt Service Bank and Agent Fees		3,150
Maintenance & Operations		11,717
Administrative Expenses		<u>10,000</u>
Total Expenditures	\$	<u>304,192</u>

APPENDIX E
Assessment Computation

<u>Assessment</u>	<u>Benefitted Property Acres</u>	<u>Per Acre Assessment</u>
4,170,000	244.89	\$17,028.06

<u>Fiscal Year Ending 9/30</u>	<u>Year</u>	<u>Annual Installment ⁽¹⁾</u>	<u>Annual Amount Per Acre ⁽¹⁾</u>
2015	1	\$309,746	\$1,264.84
2016	2	305,200	1,246.28
2017	3	316,812	1,293.70
2018	4	317,899	1,298.14
2019	5	318,866	1,302.08
2020	6	319,712	1,305.54
2021	7	320,437	1,308.50
2022	8	316,042	1,290.55
2023	9	321,188	1,311.57
2024	10	321,065	1,311.06
2025	11	320,309	1,307.97
2026	12	318,382	1,300.11
2027	13	321,286	1,311.97
2028	14	317,745	1,297.51
2029	15	319,009	1,302.67
2030	16	320,465	1,308.61
2031	17	321,552	1,313.05
2032	18	321,951	1,314.68
2033	19	321,968	1,314.75
2034	20	321,259	1,311.86
		<u>\$6,370,894</u>	<u>\$26,015.44</u>

⁽¹⁾ Includes interest, Maintenance and Operation Expenses and Administrative Expenses

THE ASSESSMENT ROLLS ARE
AVAILABLE FOR VIEWING IN
THE TOWN SECRETARY'S
OFFICE

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: AUGUST 26, 2021

REF. DOC.: LOCAL GOVERNMENT CODE, SECTION 102, MUNICIPAL BUDGET

SUBJECT: FY 2021-2022 BUDGET PUBLIC HEARING AND ADOPTION



GOALS/OBJECTIVES:

- Effectively Manage Public Resources (Council Goal)
- Diversify The Tax Base (Council Goal)
- Operate Efficiently and Effectively (Council Goal)
- Responsibly Manage Growth (Council Goal)

BACKGROUND INFORMATION:

- Key Budget Dates
 - o May 13, 2021 – Budget Focus and Planning
 - o May 27, 2021 – Preliminary Budget with Revenue Overview and Budget Requests
 - o June 10, 2021 – Capital Improvement Projects and Tax Increment Zone Budget
 - o June 24, 2021 – Departmental and Programmatic Budgets
 - o July 22, 2021 – Property Tax Rate and Financial Discussion
 - o August 12, 2021 – Proposed Budget Presentation
 - o August 26, 2021 – Hold Public Hearings on Budget & Adoption of Budget
- FY 2022 Proposed Budget
 - o Maintain property tax rate at \$0.295 per \$100 of assessed value
 - o Infrastructure improvements of \$23,997,202 with debt issuance of \$7,500,000
 - o Employee compensation adjustment to market average
 - o Nine new positions to maintain current customer service levels

COUNCIL ACTION:

- Hold public hearing and adopt FY 2021-2022 Proposed Budget



TOWN OF NORTHLAKE, TEXAS
OFFICIAL ORDINANCE

NO. 21-0826C

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS, APPROVING AND ADOPTING A BUDGET FOR THE TOWN FOR THE FISCAL YEAR OCTOBER 1, 2021 THROUGH SEPTEMBER 30, 2022; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Northlake, Texas has held work sessions and a public hearing on the budget for the Town of Northlake, Texas for the fiscal year 2021-2022; and

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

WHEREAS, the Northlake Tax Increment Reinvestment Zone No. 1 Board recommend their budget for approval by the Town Council; and

WHEREAS, the Town Council concluded its public hearing on said budget on August 26, 2021; and

WHEREAS, the Town Council, upon full consideration of the matter, is of the opinion that the budget hereinafter set forth is proper, is in the best interest of the health, safety, and general welfare of the citizens of the Town of Northlake and should be adopted.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS:

Section 1. That appropriations as designated for the payment of expenses for the operation of the town government, hereinafter itemized by a true and correct copy of the budget document hereto attached as Exhibit A, are hereby approved.

Section 2. That expenditures during the fiscal year shall be made in accordance with budget approved by this ordinance, unless otherwise authorized by a duly enacted ordinance of the Town, said budget document being on file for public inspection in the office of the Town Secretary.

Section 3. That the budget shall be filed with the municipal clerk; a copy of budget, including the cover page, shall be posted on the Town's official website; and the record vote of each member voting on the adoption of the budget shall be posted on the Town's official website.



TOWN OF NORTHLAKE, TEXAS
OFFICIAL ORDINANCE

Section 4. That the necessity for making and approving a budget for the fiscal year, as required by the laws of the State of Texas, require that this Ordinance shall take effect immediately from and after its passage, as the law in such case provides.

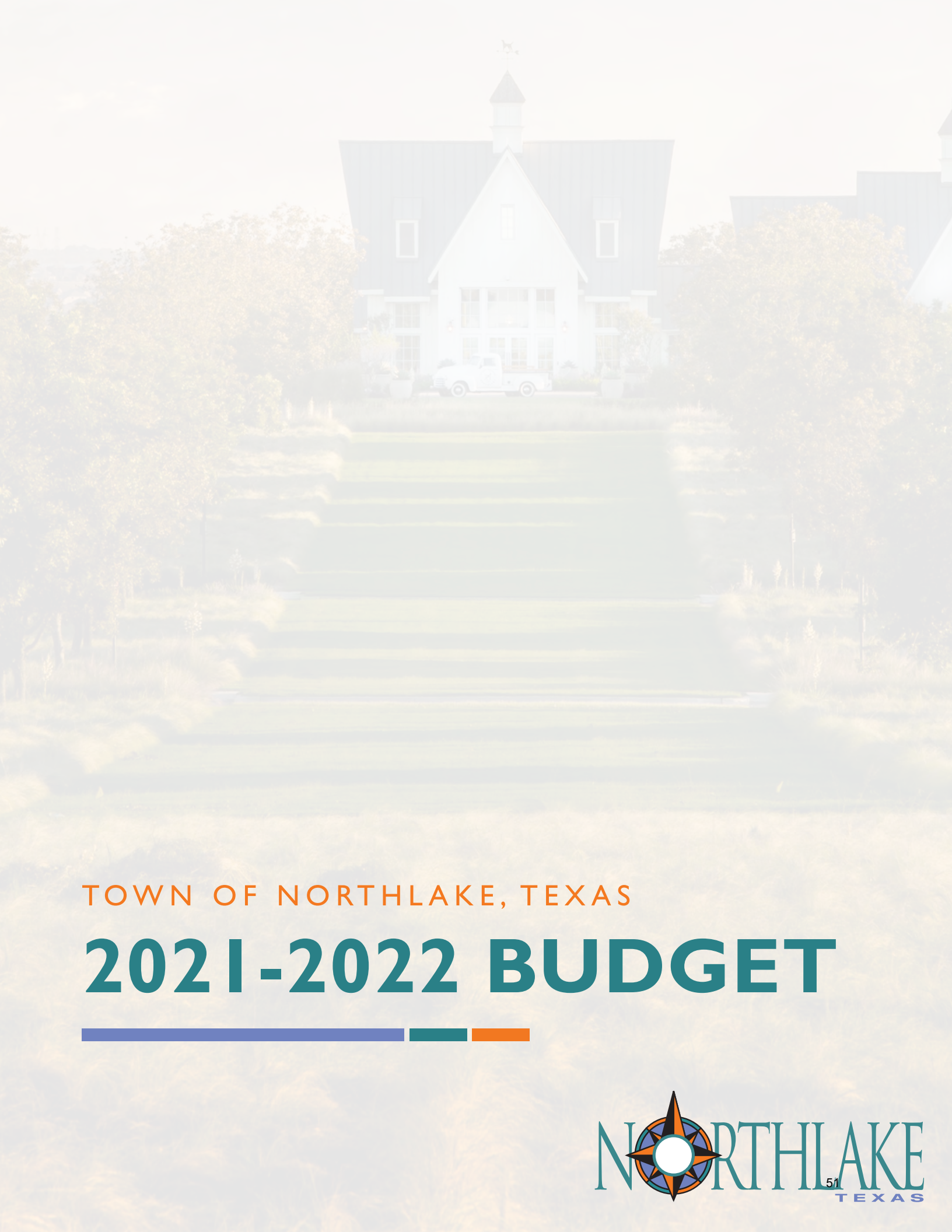
PASSED AND APPROVED on this the 26th day of August 2021

Town of Northlake, Texas

David Rettig, Mayor

Attest:

Mary J. Kayser, Town Secretary



TOWN OF NORTHLAKE, TEXAS

2021-2022 BUDGET



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COUNCIL VOTE & TAX RATE

This tax rate will raise more total property taxes than last year's budget by \$858,221 or 24%, and of that amount \$710,949 is tax revenue to be raised from new properties added to the tax roll this year.

The Town Council will voted on August 26, 2021 to adopt a tax rate not to exceed a the De Minimis Tax Rate.

Name	Title	For	Against
David Rettig	Mayor		
Brian Montini	Mayor Pro Tem		
Rena Hardeman	Council Member		
Michael Ganz	Council Member		
Roger Sessions	Council Member		
Bill Moore	Council Member		
Wes Boyer	Council Member		

MUNICIPAL TAX RATE

	2021-2022 CURRENT YEAR
De Minimis Tax Rate	\$0.295000/\$100
Voter-Approval Tax Rate	\$0.268717/\$100
No-New-Revenue Tax Rate	\$0.273028/\$100
No-New-Revenue M&O Rate	\$0.130693/\$100
Interest & Sinking (I&S)	\$0.128313/\$100
Tax Supported Debt Service	\$1,782,417

	2019-2020 LAST YEAR	2020-2021 CURRENT YEAR
Maintenance & Operations (M&O)	\$ 0.146828/\$100	\$ 0.166687/\$100
Interest & Sinking (I&S)	\$ 0.148172/\$100	\$ 0.128313/\$100
Total Property Tax Rate	\$ 0.295000/\$100	\$ 0.295000/\$100

TOWN OF NORTHLAKE
Property Tax Summary

	Town	TIRZ	Penalties, Interest & Excess Collections	NET
<u>Certified Totals Tax Year 2021</u>				
Total Certified Value as of July 26, 2021	\$ 2,330,457,034	\$ 348,047,654		
Less Exemptions:				
Disabled Veteran	\$ (17,114,764)	\$ (897,505)		
Over 65	\$ (2,917,500)			
Homestead Exemption	\$ (109,758,699)			
Homestead Cap	\$ (3,865,635)	\$ (76,239)		
Less Value Losses:				
Agricultural Productivity	\$ (97,913,516)	\$ (728,855)		
Non-profit Organization	\$ (10,732,928)	\$ (2,718,654)		
Abatements	\$ (58,112,498)			
Freeport Inventory	\$ (605,514,532)			
Pollution Control	\$ (94,580)			
Total Reduction to Values	\$ (906,024,652)	\$ (4,421,253)		
Estimated ARB Minimum Values	\$ 70,577,231			
Net Taxable Value	\$ 1,495,009,613	\$ 343,626,401		
<u>Estimated Property Tax Collections:</u>				
Net Taxable Value	\$ 1,495,009,613	\$ 343,626,401		
Proposed Tax Rate per \$100 valuation	\$ 0.295	\$ 0.0909		
Estimated Property Tax Levy	\$ 4,410,278	\$ 312,356		
<u>Tax Rate Distribution Schedule:</u>				
	Tax Rate per \$100			
Maintenance and Operations	57%	\$ 0.166687		
Debt Service	43%	\$ 0.128313		
Total Distribution of Tax Rate		\$ 0.295000		
<u>Distribution of Estimated Tax Revenue:</u>				
Maintenance and Operations	\$ 2,491,987	\$ (176,494)	\$ 16,000	\$ 2,331,493
Debt Service	\$ 1,918,292	\$ (135,862)	\$ 5,500	\$ 1,787,929
Total Estimated Tax Revenue	\$ 4,410,278			\$ 4,119,422



TOWN OVERVIEW

NORTHLAKE, TEXAS

COMMUNITY PROFILE

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

The Town of Northlake was incorporated on December 28, 1960. At that time Northlake consisted of only a number of ranches and not much else. In fact, after existing nearly 10 years as a town, the 1970 census recorded the population of Northlake as being only 20 people. The motivation to incorporate was to keep nearby cities from annexing the land. Although the town has grown considerably since its inception and more growth is sure to come, Northlake continues to value its rural heritage as it grows as a part of one of the fastest growing regions in the United States.

- TOWN LIMITS
- ETJ
- MAJOR HIGHWAY

POPULATION:
7,330
(NCTCOG 2021 ESTIMATE)

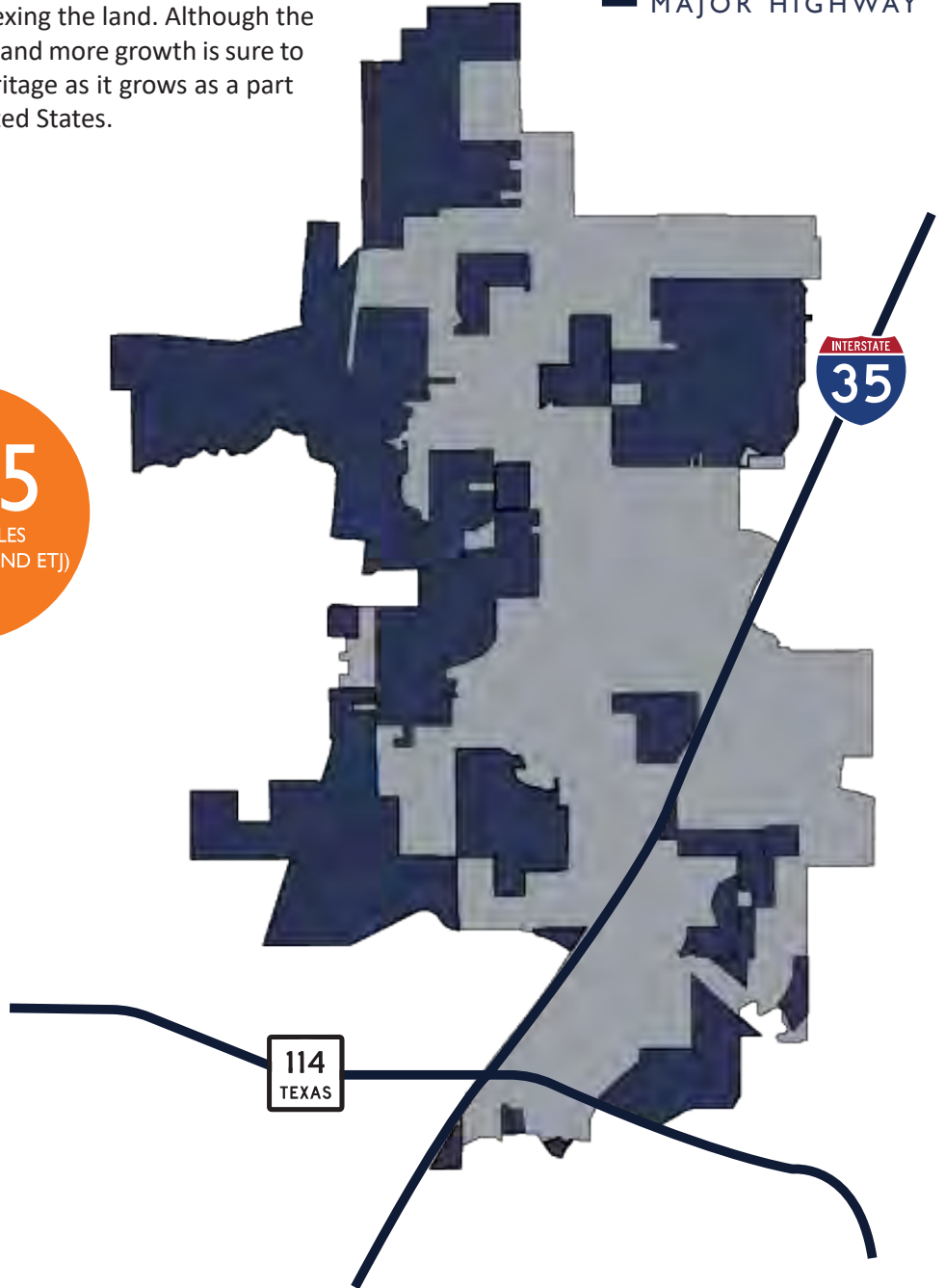
32.5
SQUARE MILES
(TOWN LIMITS AND ETJ)

PROPERTY TAX RATE

\$0.295

PER \$100 OF VALUATION

ONE OF THE LOWEST IN
DENTON COUNTY!



KEY OFFICIALS



MAYOR
DAVID RETTIG



MAYOR PRO TEM
PLACE 3
BRIAN MONTINI



PLACE 1
RENA HARDEMAN



PLACE 2
MICHAEL GANZ



PLACE 4
ROGER SESSIONS



PLACE 5
BILL MOORE



PLACE 6
WES BOYER

APPOINTED OFFICIALS

TOWN MANAGER - DREW CORN
MUNICIPAL JUDGE - HONORABLE HARRIS HUGHEY

MANAGEMENT TEAM

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

Northlake Residents

ELECTED

Town Council

APPOINTED

Municipal Judge

Town Manager

Boards & Commissions

STAFF

Municipal Court
Administrator

Court Clerk
(2)

Municipal
Court

Finance
Director

Accountant

Accounting Clerk
(2)

Finance

Town Secretary

Comm./Mktg.
Coordinator

HR Coordinator

Management
Analyst

Administration

Development
Director

Analyst/Grant
Coordinator

Code Comp.
Coordinator

Permit
Specialist

Permit
Technician

Planner

Development
Services

Public Works
Director

Administrative
Assistant

Superintendent

Streets Crew
(5)

Utilities Crew
(4)

Maintenance
Crew
(3)

Plant
Operations
(2)

Infrastructure
Inspections
(2)

Public Works

Police Chief

Administrative
Assistant

Support
Specialist

Captain

Sergeants
(4)

Patrol Officers
(11)

Traffic Officers
(3)

Detectives
(2)

Police



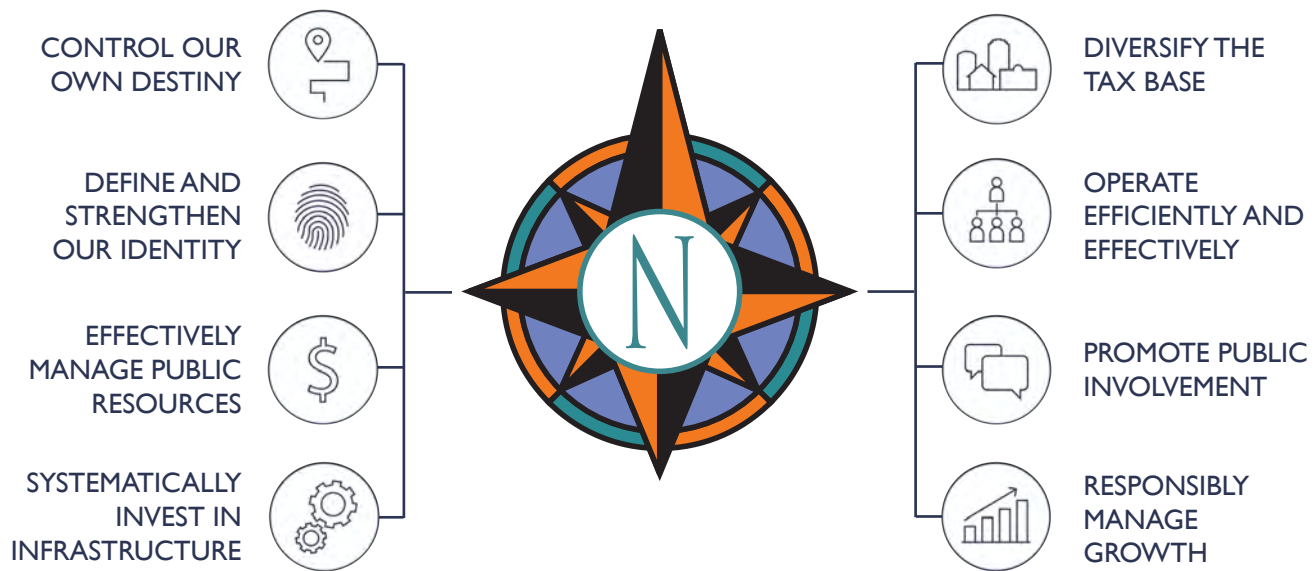
TOWN OF NORTHLAKE

Organizational Chart



STRATEGIC PLANNING

TOWN COUNCIL GOALS



BUDGET FOCUS



- MAINTAIN PROPERTY TAX RATE AT \$0.295



- INVEST IN INFRASTRUCTURE TO SUSTAIN COMMERCIAL TAX BASE



- MAINTAIN EMPLOYEE COMPENSATION AT REGIONAL MARKET LEVELS



- MAINTAIN CURRENT CUSTOMER SERVICE LEVELS



BUDGET OVERVIEW

Town Budget Timeline



MARCH 11

Capital Improvement Program Update

May 4

Budget Kickoff

May 13

Budget Focus and Planning

May 30

Internal Department Budget Meetings

June 24

Departmental and Programmatic Budgets

July 30

Tax Rate Calculation provided by Denton

August 12

Proposed Budget Presentation

October 1

Start of the new fiscal year

MAY

Received Preliminary property values

May 5

Update of 5 Year Capital Improvement Program

May 27

Budget Outlook

June 10

Budget Outlook

July 22

Tax Rate and Financing Strategy

August 2

Proposed Budget Available to Public

September 9

Adoption of the Budget and Tax Rate; Public Hearing on Budget/Tax Rate

TOWN OF NORTHLAKE

FISCAL YEAR 2021-2022 ANNUAL BUDGET

TRANSMITTAL LETTER

Honorable Mayor & Councilors of the Town of Northlake,

In accordance with the Town of Northlake Charter and the State of Texas Local Government Code, I am pleased to present the proposed budget for the fiscal year 2021/2022, which staff developed to achieve Town Council's Strategic Goals. As a financial planning document, the budget identifies the resources needed to maintain services at current levels for a growing population. Northlake continues our practice of long-term strategic investment of capital dollars to diversify our future tax base. As more residents and new businesses relocate to Northlake, their expectations for high-quality Town services follow. The new homes, stores, offices, and warehouses added to the Town's property tax rolls will provide resources to fund Town services such as police and public works, construct and expand water and sewer systems, and improve the Town's road system. This balanced budget delivers personnel and infrastructure using verifiable and sustainable resources.

Overview

The proposed budget includes total revenues of \$33,753,618 and expenditures of \$52,966,936. Expenditures exceed revenues by \$19,213,318 due to \$23,997,202 of capital improvements in the Capital Projects Fund & Water Capital Projects Fund. Excluding capital improvements, the overall budget contains a surplus (revenues over expenditures) of \$4,783,884. The fund balance of the General Fund is projected to increase by \$184,749. This message discusses the major issues addressed in the FY2021/2022 budget. Highlights include:

Personnel Totaling \$6,354,099

3 Police Positions	1 Administrative Position
3 Public Works Positions	Salary Adjustments to 50% of the Market
2 Development Services Positions	Longevity Pay

Equipment & Technology Items Totaling \$775,698

2 New Police Patrol Vehicle	Taser Upgrade (Police)
2 New Public Work Trucks	5 Backup Radio Units (Police)
4 Replacement Vehicles for Police	10 License Plate Readers (Police)
2 Replacement Vehicles for Public Works	Police Video Storage System
Trench Shoring (Public Works)	

Capital Improvement Projects Totaling \$24,397,202

Repair of Canyon Falls & Dale Earnhardt Road Failures	Catherine Branch Water and Sewer Projects (Phase I & II)
Florance Road Reconstruction (Strader to Yarbrough)	Development Services Office Finish Out
Faught Road Reconstruction (Old Justin to Robson Ranch)	North Ground Water Storage Tank
North Elevated Water Storage Tank	Water Line Oversizing Participation
South Elevated Water Storage Tank	Denton Creek Sewer Trunk Line - Phase I (Study)
South Area Water Improvements: Pump Station, Ground Storage Tank and Water Line	

STRATEGIC GOALS BUDGET FOCUS AREAS

The Fiscal Year 2021/2022 budget development started in January of the prior year. The process involved several meetings with Town Council and Town Staff. The Town Manager provided his budget focus areas to develop a budget to address the Town's challenges. Below is a discussion of the budget focus areas, the challenge it addresses, and what resources and actions the Town dedicates to them.

EFFECTIVELY MANAGE PUBLIC RESOURCES



The Town of Northlake has maintained a tax rate of \$0.295 for the past 23 years. The Town Council has prioritized keeping the low tax rate to maintain service levels and invest in infrastructure. What does change about the Town's tax rate is the proportion of Maintenance & Operations (OM&O) rate to the Interest & Sinking rate (I&S). A more straightforward way of distinguishing between the two is operations vs. debt. The Town's operating expenditures have increased to meet the growth in population. Staff is proposing to adopt the de minimus tax rate, which will allow the Town to increase the O&M rate by 7% or \$0.019859. Adopting this higher operating rate will create a sustainable funding source for operations this year and in the future. The Town's debt rate will decrease to \$0.128313, which maintains the total tax rate of \$0.295. The Town will issue the 2021 Certificates of Obligation this fall and make a significant upfront debt payment, which will lessen the impact of the issuance on future tax rates.

	2020-2021 Last Year	2021-2022 Current Year
Maintenance & Operations (M&O)	\$0.146828/\$100	\$0.166687/\$100
Interest & Sinking (I&S)	\$0.148172/\$100	\$0.128313/\$100
Total Property Tax Rate	\$0.295000/\$100	\$0.295000/\$100

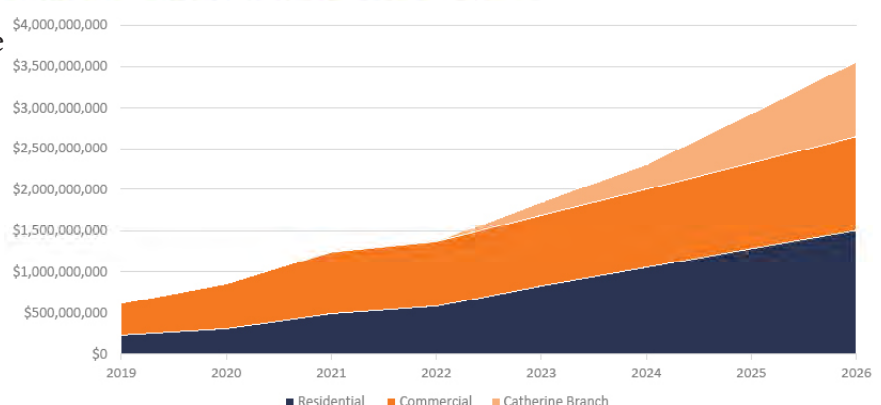
DIVERSIFY THE TAX BASE



The Town's residential property tax base grew by 70% last year. Without a corresponding growth of the commercial tax base, residents of the Town will begin to bear a more significant proportion of service costs. The Town will utilize the 2021 Certificates of Obligation to fund the second phase of a sewer line across the Catherine Branch to

provide sewer utilities to a booming commercial sector on the south side of Northlake. The Catherine Branch infrastructure investment will balance the growth in the residential base, providing future property tax relief and a sustainable source of funding for the service of a growing population. At buildout, the three entitled developments, which are only about one-third of available land, will yield over \$1,000,000 in additional annual property tax revenues.

PROPERTY TAX BASE



OPERATE EFFICIENTLY & EFFECTIVELY



Services are provided to the residents and businesses of Northlake by the Town's employees. Compensation represents the most significant expense to the Town behind the capital investment. The FY 2022 budget includes an adjustment to put employee compensation at the middle of the surrounding labor market. The increase will bring total employee compensation to 50% of the market, which aids in recruitment, increases retention, and lowers the cost of retraining. The Town will also institute a longevity policy to incentivize long-term retention of staff.



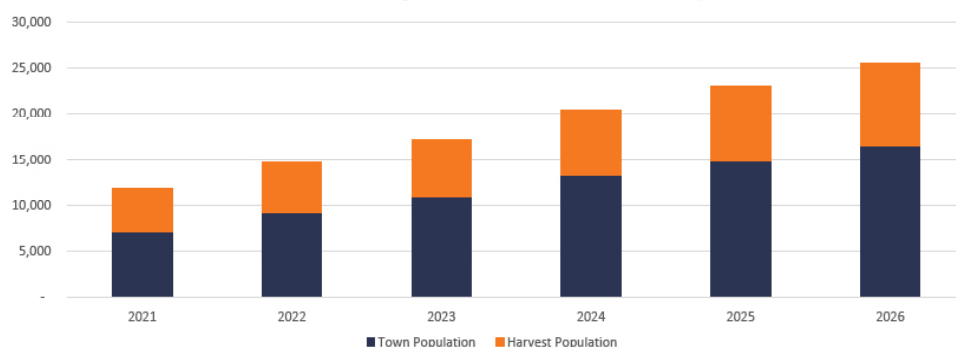
RESPONSIBLY MANAGE GROWTH



The immediate challenge facing the Town of Northlake is maintaining service levels with growth in our residential population. Based on the most recent figures from the North Central Texas Council of Governments, the Town of Northlake grew by almost 50% last year, which was the highest growth rate in the region.

The FY 2022 proposed budget includes nine new positions to mitigate the growth in service demand. The Police department is adding three new officers, two dedicated to increasing shift coverage, and the third dedicated to traffic enforcement. These positions add two new patrol vehicles to the fleet. Increased police presence ensures that response times don't lengthen due to a growth in call volume.

Service Area Population Five-Year Projection



The proposed budget adds three new Public Works positions: a Senior Plant Operator needed to meet regulatory requirements of new elevated storage tanks, pump station, and wastewater treatment plant; a Senior Infrastructure Inspector to keep up with the growing inspections of new public infrastructure; and a Maintenance Worker that will help with the maintenance of the growing utility infrastructure.

Development Services is proposing to add two new positions next fiscal year: a planner to take on the development review functions and work with the newly created Planning and Zoning Board and Board of Adjustment, and a Development Analyst/Grants Coordinator to manage funding from the American Rescue

Plan and assist with development recruitment. The positions are budgeted for three quarters of the year due to office space availability in Town Hall. The Development Services building is currently under construction, and the estimated completion date is early in 2022.

CONCLUSION

The Fiscal Year 2021/2022 budget reflects the Council's strategic goals and budget focus areas. It serves as an operating guide for management staff and the Town's financial plan concerning anticipated appropriations and projected revenues. With the growth in property tax revenue due to new construction, the stabilization of sales tax revenue, and the expected growth in development-related fees, the Town can support increased demand for services and expansion of the Town's infrastructure with a proportional increase in resources. This operating plan will maintain existing service levels but for a greater number of residents, customers, and businesses and for activities with an increased level of complexity. The budget will continue to use new resources to invest in infrastructure upgrades and personnel to accomplish core municipal functions.

Sincerely,

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

Drew Corn
Town Manager



TOWN OF NORTHLAKE

FUND DISCUSSION

GENERAL FUND

The general fund is the Town of Northlake's primary operating fund. The projected starting fund balance for the general fund is \$4,091,528 or 45% of FY 2022 operating expenditures. The State of Texas recommends the general fund cover 30% of operating expenses, and the Town's balance comfortably meets this standard. Fund balance is projected to increase \$184,749, to a total ending fund balance of \$4,276,277. The fund balance has doubled over the past three years due to the rapid residential and commercial growth the Town is experiencing.

REVENUE

The largest revenue source for the general fund is building permits at \$3,084,000, totaling 34% of all revenues. The major driver for building permits is new residential permits, which make up 81% of all permit revenues. These residential permits are primarily issued for new homes in large residential developments such as Pecan Square, The Ridge, and Harvest in addition to estate lot developments such as Stardust Ranch, The Highlands and Creek Meadows.

Property tax revenues make up the second largest category of revenues at \$2,331,493, or 26% of all revenues. With the rapid residential expansion, property tax revenues are projected to overtake building permit revenues in the next two years. The Town's property tax base is primarily commercial; however the base will continue to change over the next few years due to residential growth. The large commercial base has given the Town the ability to increase its homestead exemption to 20% of taxable value, the maximum allowed by State law, providing a property tax relief to homeowners. The property tax of the Town has remained low at \$0.295000 per \$100 of taxable value for the past 23 years.

Sales tax makes up 14% of the total revenue at \$1,260,000. This is a 25% increase from last year's budgeted amount due to the opening of Texas Roadhouse in Northlake along the east side of 35W at SH114. The second driver of increased revenue has been the South Dakota v. Wayfair decision, which has increased the online sales tax revenue the Town receives. Northlake's sales tax has proven to be resilient during the pandemic, as evidenced by the fact that revenue has increased since March. Northlake does not overly rely heavily on retail and tax exportation which has created a stable revenue stream.

Other smaller sources of revenue for the general fund are court fines (6%), franchise fees (6%), development revenues (7%), and contract police services (3%). Combined, these sources make up \$1,989,250 or 22% of the total general fund revenue. Registrations, interest, service fees, and unanticipated revenue account for the remaining 4% of total revenue.

EXPENDITURES

Personnel payroll is the largest expenditure category for the Town's General Fund. Essential services provided by Northlake staff to residents on behalf of the Town government and are the largest driver of costs. The Town has budgeted for approximately 64 employees for next year. Total personnel expenditures for the general fund are \$4,836,831, or 54% of total expenditures. This has increased since last year due to the addition of six new positions to the fund: two patrol officers, a traffic officer, infrastructure inspector,

planner, and human resources coordinator. Additional staff are necessary to maintain service levels and to accommodate growth.

Services are the second largest expenditure for the Town at \$2,216,888, or 25% of total expenditures. These are third party contract services, the greatest costs being inspection, development review services, engineering, and legal services. Relying on contractors to provide development review services saves the Town money by eliminating the need for additional staff that will need to be reduced when development begins to slow.

Internal services are the third largest expenditure category at \$1,341,524, making up 15% of total expenditures. This category is comprised of departmental transfers to the technology, equipment, and building funds. The transfers to the technology and building funds are calculated using a prorated amount based on personnel. The equipment fund transfer is based on depreciation and projected vehicle needs. The remaining 7% of general fund expenditures is comprised of three categories: supplies (2%), maintenance (4%), and utilities (>1%). The total budgeted expenditures for these categories are \$551,651.

DEBT SERVICES FUND

The primary revenue source for the debt services fund is property taxes. Property tax revenue has increased due to the growth of the property tax base and increases in the interest and sinking (I&S) rate. The rate decreased \$0.019859 in an effort to maintain the Town's total tax rate of \$0.295. The Town is also issuing \$7,500,000 in Certificates of Obligation for the Catherine Branch Phase II sewer line. These funds will be deposited into the water capital projects fund. The debt services fund received another increase in resources due to an increase in the transfer in from the utility billing fund of \$1,041,709. Town Council took action to increase water rates to ensure utilities were paying for debt that went to fund water and sewer capital projects, namely the Series 2018 Certificates of Obligation and half of the 2020 Tax Notes.

Increases in debt service payments are largely due to large upfront payments being made on the 2021 Certificates of Obligation. By making a large one-time upfront payment, the out-year payments for the debt decrease, minimizing the impact on the future debt capacity. The increased payment is coming from a one-time transfer of \$820,000 from the Sewer Impact Fees Fund, which does result in an increase of \$47,561. The projected ending fund balance for the debt services fund is \$631,753.

HOTEL OCCUPANCY TAX FUND

Northlake is home to five hotels near the intersection of SH114 and 35W. Over time, these hotels have grown the Town's hotel occupancy fund balance. In FY2020, the Town used these funds to purchase land for a future conference center in partnership with Cambria Hotels. The Town has budgeted an additional \$250,000 for design and improvements. As pandemic related travel restrictions have been lifted, the Town experienced a small increase in Hotel Occupancy Revenues in FY2021. It is expected that Hotel Occupancy Revenues will remain steady going into FY 2022 with the recent additions of Staybridge Suites and Tru by Hilton.

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

Initiatives funded by EDC and CDC funds have been instrumental in attracting new businesses to Northlake. Recent additions, including Amano Italian Bistro, IHOP, Rosa's Café, PJ's Coffee, Bella Italia and Wingstop, provide a growing number of dining options for Northlake residents and visitors. The

addition of a Texas Roadhouse has boosted projected sales tax revenue for both the EDC and CDC funds to \$625,000. Town Council has prioritized increasing and diversifying the Town's sales tax base as an additional measure to decrease the Town's reliance on the property tax base. The continued growth of the EDC and CDC funds will allow the Town to offer further incentives to high-quality businesses.

INTERNAL SERVICE FUNDS

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

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

Town were forced to move online. Adjusting operations for remote work increased reliance on remote technology, such as laptops and online payment systems. These costs were absorbed with CARES Act funding allocated to the Town by the State of Texas and Denton County. Due to the higher than anticipated development revenues, at the end of FY 2021, the Town was able to purchase a financial software upgrade for OpenGov Cloud and a fixed asset/work order management software for public works. Next year new budgeted requests include License Plate Readers and Police Camera Video Storage. Technology tends to have a replacement cycle of 3-5 years; these replacements are spread out to ease the impact on the budget.

The equipment services fund serves three departments: police, public works, and Development Services. The fund also receives revenues from the sale of Town vehicles at auction. The costs billed to departments are based on depreciation and future needs. This year the Town is replacing two police patrol vehicles. The police department will also purchase radio back-ups, upgraded tasers, and two new patrol vehicles to be split between the three new patrol officer positions. Public works will replace an existing truck, a mower, and a backhoe. The Public Works Department will also be purchasing trench shoring safety equipment and two new public works trucks for increased staffing levels. The equipment services fund is projected to slightly decrease its fund balance drawing down on funds set aside last year for the backhoe replacement.

The building services fund charges departments for the cost of the Town's lease spaces, property maintenance, cleaning services and capital items related to the construction or repairs of facilities. The police department moved into the new leased space adjacent to Town Hall in 2020. The one budget request for the building services fund is \$400,000 in finish-out costs for the new Development Services offices being constructed near Town Hall. The new structure is slated to be complete at the beginning of 2022 and will be a leased building like Town Hall and the Police Building. The funds for the finish-out was completely paid for with excess development revenues at the end of FY 2021. Total fund balance for the building services fund is anticipated to decrease due to the drawing down of funds set aside for the Development Services Building finish-out.

UTILITY FUND

The Town's utility fund has also experienced high levels of growth with the addition of over 1,000 new utility accounts last year. These new accounts brought increased revenue along with increased costs. Due to a growing reliance on fund balance, the Town allocated funds to a water and sewer rate study in the 2020 budget. The rate study showed that the utility fund was not funding all operating costs and debt

service payments. In the six years since the last rates study, wholesale, capital and operational costs have increased. After receiving the results of the rate study, Town Council voted to increase water and sewer rates to a level that funded both operational and capital costs, effective August 21, 2020.

Wholesale costs make up 62% of the total operating costs for the water and wastewater fund. Ensuring the Town has adequate water has caused increases in the Town's water subscription from Upper Trinity Regional Water District (UTRWD). The subscription cannot be decreased. Costs for upgraded subscription are also billed back to June of that year. The increased consumption can be attributed to seasonal peaks during the summer months due to irrigation and the rapid growth in population. The Town's current water subscription level is 3.8 million gallons per day from UTRWD. The Town was able to absorb both an increase in subscription level, and wholesale prices, without increasing utility rates.

To maintain service levels, personnel costs have increased in proportion to growth. The public works department submitted budget requests for an Infrastructure Inspector, Plant Operator, and Maintenance Worker. In addition to personnel costs, a transfer to the debt services fund totaling \$1,401,709 was made as payment on the 2018 CO and 50% of the payment for the 2021 Tax Notes, which is currently funding water and sewer improvements in both the north and south areas of Town. Capital Outlay increased by \$250,000 due to the rising cost of utility meters.

Increased revenues are providing resources for the utility to rebuild operating reserves. This budget projects that the ending operating balance for the utility fund will be \$2,109,036, which is 25% of operating expense. Utilities typically need at least 50% of operating expenses in fund balance; Northlake will continue to build reserves until we reach sustainable utility service operations.

SPECIAL TAXING DISTRICTS

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

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

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

Tax Increment Reinvestment Zone (TIRZ) #1 (Canyon Falls) was created to fund public amenities and maintenance, specifically the trail system and dog park, and utilizes \$0.0909 of the Town's \$0.295 tax rate to fund those amenities. Most of the amenities are in place as of 2022, and the developer will receive reimbursement for those improvements as the fund generates revenue. The budget for maintenance reimbursements is limited to the revenue the district can generate.

PUBLIC SAFETY SPECIAL REVENUE FUNDS

The State places several limitations on the uses of funds collected through municipal court or police. Because of these statutory restrictions, funds dedicated to these sources are to be presented separately from general operating activities. This is the case for the following funds: court security funds, court

technology fund, child safety special revenue fund, court online access fee fund, police asset forfeiture fund and police special training fund.

Revenue for the special revenue court funds and the child safety fund come from special fines charged on certain violations and each have very statutorily dedicated uses. Projected revenues from Court related revenues are being projected higher than last year due to the hiring of a dedicated traffic officer. With the growth of the community has come increased traffic and an increased need to focus on traffic related issues.

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

CAPITAL PROJECTS FUNDS

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

The capital projects fund has four current ongoing projects: Old Justin Road improvements, Canyon Falls & Dale Earnhardt road failure repairs, Florance Road, and Faught Road. These projects are funded through the remainder of the Series 2016 C.O. and the 2020 Tax Notes. Budget requests on the departmental page reflect the entire cost of the project. In the five-year capital improvement program located at the back of the budget, a detailed schedule of costs and useful life of the project are provided, along with individual project descriptions.

The water capital projects fund has five active projects. Two elevated storage tanks in the north and south areas of the Town are priority projects and take up a large portion of the water capital project fund. The south area of the Town will benefit from the construction of a pump station, ground storage tank and water transmission line. All of these assets are necessary to ensure adequate water supply and pressure to the businesses, hotels and apartment complexes located at the intersection of 35W and SH114. The last two projects are Phase 1 of water and sewer improvements for the Catherine Branch land development, which include running a water line under 35W from the east to the west side of the highway. This will allow the Town to provide water service to tracts of land north of Texas Motor Speedway, which is planned as a commercial district. To establish sewer services, a temporary wastewater treatment plant will be constructed along with lines to establish services. The provision of utility services to these areas is contingent on the annexation of these properties into the Town limits, further diversifying the property tax base. The projected tax revenue from the Catherine Branch properties once completed will be over \$1,000,000 per year. The final project being requested is a new pump for the north area of town to meet projected demands. These improvements are funded from the proceeds from the Series 2018 C.O.s and the Cost Recovery Fund. FY2022 budget requests include four additional projects: the North Area Ground Storage Tank, Catherine Branch Sewer Trunk Line Phase 2, Oversizing participation, and a study for Phase 1 of the Denton Creek Sewer Trunk Line. These projects are funded from the 2021 Certificates of Obligation being issued in fall of 2021. The projects will help to further add to the commercial tax base and begin the process of planning for the largest sewer project in Town history.

The Town charges a cost recovery fee to homes constructed in Harvest to offset the proportional costs those residents place on the water system. This year there is a budget request for cost recovery fees to

provide funding to the water capital projects fund for the construction of the North Area Ground Storage Tank. This tank is necessary to accommodate the growth in customers and daily water users associated with Harvest.

The Town has two water impact fee funds, divided into two areas: north and south. The north water impact fee fund has experienced a large amount of growth due to new homes being constructed in the north area of the Town and is paying for a portion of the North Ground Storage Tank. The south water impact fee fund has received most of its revenue from commercial construction in the south area of Town.

Northlake has only one sewer impact fee zone which encompasses the entire town. Budget requests for FY 2022 include \$820,000 in funding to be transferred to the debt services fund for a one-time lumpsum payment on the 2021 Certificates of Obligation.

Roadway impact fees are broken up into four districts: northwest, northeast, southwest and southeast. The southwest does not currently have revenue and is not projected to generate revenue in the next fiscal year, therefore there is no fund presentation. Northwest road impact fees have grown over the past year with the Stardust Ranch development contributing substantially to the fund. The primary driver of impact fee revenue for the northeast is The Ridge, Pecan Square and The Highlands developments. Each of these developments has a reimbursement agreement with the Town so that once each development has completed construction of roadway improvements on the Master Thoroughfare Plan, they can seek reimbursement for a portion of the roadway impact fees paid. Remaining fees are deposited into the impact fee fund for future planned projects. Southeast roadway impact fees have steadily come in as commercial development has occurred on the southeast section of town, but no projects or reimbursements are budgeted currently.

All Funds Summary Fiscal Year 2022

	General	Debt Service	Hotel Occupancy	EDC	CDC	Internal Services	Water & Wastewater	Special Taxing Districts	Special Revenue	Capital Projects	Total
Beginning Fund Balance	\$4,091,528	\$584,192	\$956,640	\$1,184,927	\$1,190,675	\$684,587	\$826,354	\$333,653	\$627,918	\$20,308,464	\$30,788,938
Revenue											
Property Tax	2,331,493	1,787,929						312,356			4,431,778
Sales Tax	1,260,000			625,000	625,000						2,510,000
Occupancy Tax			480,000								480,000
Court Fines & Fees	550,000								52,820		602,820
Franchise Fees	533,000										533,000
Development Revenues	3,778,200										3,778,200
Services & Fees	288,950			17,000	17,000	11,000			1,400		335,350
Water & Sewer Revenue							10,217,158				10,217,158
Assessments								1,775,224			1,775,224
Impact & Cost Recovery Fees										6,750,000	6,750,000
Internal Contributions						1,846,694					1,846,694
Grants									414,794		414,794
Interest	10,000	100	5,000	2,500	2,500	500	50		50	57,900	78,600
Total Revenue	\$ 8,751,643	\$ 1,788,029	\$ 485,000	\$ 644,500	\$ 644,500	\$ 1,858,194	\$10,217,208	\$ 2,087,580	\$ 469,064	\$ 6,807,900	\$ 33,753,618
Expenditures:											
Payroll & Benefits	4,836,831		70,189	98,239	102,364		1,246,475				6,354,099
Supplies	204,545		200	1,200	2,200	543,600	94,275		16,000		862,020
Maintenance	321,386				3,000	20,000	199,000	294,073	7,000		847,459
Utilities	25,720				-	50,200	107,200				183,120
Services	2,216,888	11,665	22,550	464,200	463,550	502,600	167,025	1,502,332	28,475	3,000,000	8,379,285
Internal Services	1,341,524		8,170	16,340	16,340		464,320				1,846,694
Wholesale Costs							4,714,522				4,714,522
Debt Service		3,590,513						279,325			3,869,838
Capital Outlay			250,000			1,052,698	600,000		10,000	23,997,202	25,909,900
Total Expenditures	\$ 8,946,894	\$ 3,602,178	\$ 351,109	\$ 582,979	\$ 587,454	\$ 2,169,098	\$ 7,592,817	\$ 2,075,730	\$ 61,475	\$ 26,997,202	\$ 52,966,936
Transfers & Debt Issuance											
Debt Issuance		7,500,000									7,500,000
Transfers In	380,000	1,861,709		18,733	18,733					10,675,000	12,954,175
Transfers Out	-	(7,500,000)		(40,000)	(40,000)		(1,341,709)		(37,466)	(3,995,000)	(12,954,175)
Total Transfers & Debt Issuance	\$ 380,000	\$ 1,861,709	\$ -	\$ (21,267)	\$ (21,267)	\$ -	\$ (1,341,709)	\$ -	\$ (37,466)	\$ 6,680,000	\$ 7,500,000
Net Increase (Decrease)	\$ 184,749	\$ 47,561	\$ 133,891	\$ 40,254	\$ 35,779	\$ (310,904)	\$ 1,282,682	\$ 11,850	\$ 370,123	\$ (13,509,302)	\$ (11,713,318)
Ending Fund Balance	\$ 4,276,277	\$ 631,753	\$ 1,090,531	\$ 1,225,181	\$ 1,226,454	\$ 373,683	\$ 2,109,036	\$ 345,503	\$ 998,041	\$ 6,799,162	\$ 19,075,620

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

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

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

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

TOWN OF NORTHLAKE
DEPARTMENT REPORT

	FTE	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
COUNCIL							
EXPENDITURES:							
Payroll & Benefits		1,769	1,499	5,100	2,698	5,100	18,800
Supplies		4,672	3,670	4,300	3,122	4,300	3,800
Utilities		292	-	-	-	-	-
Services		16,336	19,452	28,500	46,488	49,550	28,500
Internal Services		20,390	31,500	31,600	31,600	31,500	42,500
TOTAL EXPENSES:		43,458	56,121	69,500	83,908	90,450	93,600
ADMINISTRATION 5							
EXPENDITURES:							
Payroll & Benefits		791,953	920,212	525,752	422,942	578,148	731,052
Supplies		8,852	14,856	10,300	4,709	6,837	6,800
Maintenance		6,604	6,798	500	-	-	-
Utilities		1,431	2,469	1,500	1,107	2,000	1,500
Services		721,882	1,413,604	302,861	345,249	390,059	261,600
Internal Services		65,430	163,300	67,920	67,920	67,920	89,870
TOTAL EXPENSES:		1,596,152	2,521,239	908,833	841,927	1,044,964	1,090,822
FINANCE 4							
EXPENDITURES:							
Payroll & Benefits		-	2,577	352,076	249,886	349,642	354,672
Supplies		-	16	10,525	3,205	6,100	1,975
Maintenance		-	-	600	-	-	-
Services		-	13	139,405	65,494	139,105	158,390
Internal Services		-	-	60,400	60,400	155,400	65,360
TOTAL EXPENSES:		-	2,606	563,006	378,984	650,247	580,397
MUNICIPAL COURT 3							
EXPENDITURES:							
Payroll & Benefits		216,712	223,957	228,872	164,745	228,872	237,588
Supplies		2,797	2,841	4,640	2,039	3,500	1,500
Maintenance		5,463	-	6,000	6,464	6,500	7,000
Services		36,935	42,097	80,800	26,365	43,000	81,200
Internal Services		111,830	55,800	45,290	45,290	45,290	49,020
Capital Outlay		543	-	8,000	-	1,500	-
TOTAL EXPENSES:		374,279	324,696	373,602	244,904	328,662	376,308

TOWN OF NORTHLAKE
DEPARTMENT REPORT

	FTE	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
DEVELOPMENT SERVICES	6						
EXPENDITURES:							
Payroll & Benefits		158,675	190,044	347,763	218,264	340,667	511,329
Supplies		3,770	3,023	5,000	1,405	2,800	3,500
Maintenance		985	666	3,783	2,493	3,800	3,950
Utilities		1,646	1,428	1,500	1,066	1,500	1,500
Services		450,267	701,144	766,300	446,029	771,800	1,380,300
Internal Services		27,180	45,000	72,380	72,380	472,380	110,041
Capital Outlay		3,095	-	-	-	-	-
TOTAL EXPENSES:		645,618	941,305	1,196,726	741,638	1,592,947	2,010,620
POLICE	24						
EXPENDITURES:							
Payroll & Benefits		1,301,829	1,543,468	2,096,491	1,325,959	1,907,519	2,635,629
Supplies		80,396	101,171	139,001	77,320	123,040	116,645
Maintenance		47,483	61,795	58,096	41,293	54,073	62,736
Utilities		7,645	8,860	10,040	7,614	10,040	7,320
Services		83,724	60,724	113,629	78,207	118,963	161,884
Internal Services		904,225	392,500	451,990	451,990	451,990	815,164
Capital Outlay		134,686	168,220	220,000	49,893	196,350	160,000
TOTAL EXPENSES:		2,559,988	2,336,738	3,089,247	2,032,277	2,861,975	3,959,378
PUBLIC WORKS	21						
EXPENDITURES:							
Payroll & Benefits		570,844	904,646	1,192,456	786,557	1,147,472	1,590,708
Supplies		72,706	87,242	130,459	96,765	127,654	169,200
Maintenance		251,385	377,136	452,075	204,961	333,534	456,700
Utilities		2,561,758	3,532,688	4,342,000	2,605,202	3,778,687	4,837,122
Services		580,693	816,835	429,500	211,427	264,850	126,500
Internal Services		197,445	325,765	446,790	446,790	564,890	674,739
Capital Outlay		2,472,162	576,321	6,760,000	1,075,277	1,371,212	828,198
TOTAL EXPENSES:		6,706,994	6,620,632	13,753,280	5,426,980	7,588,299	8,683,167



PRIMARY OPERATING FUNDS

TOWN OF NORTHLAKE
GENERAL FUND

Fund: 100	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	1,847,823	3,075,444	3,126,236	3,601,826	3,601,826	4,091,528
REVENUES:						
Court Fines	512,290	455,228	450,000	284,037	350,000	550,000
Sales/Beverage Tax	757,432	854,553	1,005,000	687,713	1,206,500	1,260,000
Ad Valorem Taxes	1,014,024	1,247,253	1,666,794	1,545,223	1,608,861	2,331,493
Permits and Registrations	52,930	48,936	41,450	32,448	35,106	49,950
Franchise Fees	458,927	477,795	489,000	277,156	479,080	533,000
Building Permits	1,294,244	1,933,974	1,931,000	1,915,634	2,348,350	3,084,000
Development	1,227,914	264,322	512,000	790,312	794,023	644,250
Transfers	290,000	310,881	310,000	310,000	310,000	380,000
Contract Police Services	161,813	252,563	250,000	113,188	225,000	262,000
Other	259,542	68,429	56,760	18,438	20,691	36,950
TOTAL REVENUE:	6,029,114	5,913,933	6,712,004	5,974,150	7,377,611	9,131,643
EXPENDITURES:						
Payroll & Benefits	2,480,586	2,946,613	3,720,794	2,409,115	3,486,181	4,069,435
Supplies	137,193	162,186	234,468	133,436	201,687	204,545
Maintenance	185,175	215,828	334,954	147,494	242,573	321,386
Utilities	19,273	22,409	25,240	18,381	25,740	25,720
Services	857,186	1,237,153	1,510,908	930,759	1,476,928	2,216,888
Internal Services	1,099,180	788,377	832,450	832,450	1,445,450	1,341,524
Capital Outlay	22,899	14,985	-	8,894	9,350	-
Transfers	-	-	-	-	-	-
TOTAL EXPENDITURES:	4,801,492	5,387,551	6,658,814	4,480,528	6,887,909	8,179,498
REV OVER/(UNDER) EXP	1,227,621	526,382	53,190	1,493,622	489,702	952,145
ENDING FUND BALANCE	3,075,444	3,601,826	3,179,426	5,095,448	4,091,528	5,043,673
BUDGET REQUESTS						
Police - Patrol Officers (2), Traffic Officer						351,693
Public Works - Infrastructure Inspector (50%)						50,524
Development Services - Planner						74,933
Administration - Human Resources Coordinator						106,252
Mid-Point Market Adjustment						163,925
Longevity						20,069
TOTAL BUDGET REQUESTS						767,396
REVISED REV OVER/(UNDER) EXP						184,749
REVISED ENDING FUND BALANCE						4,276,277

TOWN OF NORTHLAKE
DEBT SERVICE

Fund: 160	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	783,748	275,706	487,313	554,090	554,090	584,192
REVENUES:						
Taxes / Fees & Fines	827,474	1,254,824	1,670,947	1,554,300	1,670,762	1,787,929
Transfers	-	50,000	450,000	450,000	450,000	1,861,709
Bond Proceeds	12,000,000	-	7,000,000	7,070,000	7,070,000	7,500,000
Interest	59	41	100	19	100	100
TOTAL REVENUE:	12,827,532	1,304,865	9,121,047	9,074,319	9,190,862	11,149,738
EXPENDITURES:						
Services	32,679	2,575	10,206	25,823	28,748	11,665
Transfers	12,000,000	-	7,000,000	7,000,000	7,000,000	7,500,000
Debt Service	1,368,811	1,023,906	2,479,887	1,296,108	2,132,012	3,590,513
TOTAL EXPENDITURES:	13,401,490	1,026,481	9,490,093	8,321,931	9,160,760	11,102,178
REV OVER/(UNDER) EXP	(573,957)	278,383	(369,046)	752,388	30,102	47,561
ENDING FUND BALANCE	209,791	554,090	118,267	1,306,479	584,192	631,753

TOWN OF NORTHLAKE
WATER & WASTEWATER

Fund: 200	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
REVENUES:						
Water Sales	2,271,684	3,077,076	4,650,000	2,923,619	4,058,435	6,134,798
Water Fees	253,550	392,071	250,250	48,786	58,250	250,250
Sewer Sales	1,261,804	1,779,926	2,410,000	2,082,098	2,653,462	3,737,110
Sewer Fees	38,950	34,600	20,000	19,350	20,000	20,000
Fees	135,285	129,178	75,000	115,687	122,300	75,000
Interest	298	3,835	50	164	165	50
Adjustments	2,309	2,101	-	-	-	-
TOTAL REVENUE:	3,963,881	5,418,786	7,405,300	5,189,704	6,912,612	10,217,208
EXPENSES:						
Payroll & Benefits	421,879	635,548	866,519	618,032	874,444	962,959
Supplies	34,355	44,558	65,157	46,899	64,582	94,275
Maintenance	103,331	210,930	177,100	99,456	145,801	199,000
Wholesale Water	1,814,880	2,465,019	3,000,000	1,481,728	2,486,687	3,200,166
Sewer Treatment	689,547	991,719	1,250,000	1,076,965	1,200,000	1,514,356
Utilities	49,071	66,296	79,800	37,916	79,800	107,200
Services	250,760	862,836	149,705	122,258	166,955	167,025
Internal Services	142,615	207,288	321,300	321,300	321,300	464,320
Capital Outlay	901,677	464,500	300,000	322,964	350,000	600,000
Transfers	230,000	300,881	700,000	700,000	700,000	1,341,709
TOTAL EXPENSES:	4,638,116	6,249,577	6,909,581	4,827,518	6,389,569	8,651,010
REV OVER/(UNDER) EXP	(674,235)	(830,790)	495,719	362,185	523,043	1,566,198
ENDING CASH RESERVES	499,847	303,311	1,061,421	665,496	826,354	2,392,552
BUDGET REQUESTS						
Infrastructure Inspector (50%)						51,724
Plant Operator						94,019
Maintenance Worker						78,637
Mid-Point Market Adjustment						59,136
TOTAL BUDGET REQUESTS						283,516
REVISED REV OVER/(UNDER) EXP						1,282,682
REVISED ENDING CASH RESERVES						2,109,036

TOWN OF NORTHLAKE
HOTEL OCCUPANCY TAX

Fund: 110	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	1,884,974	2,270,708	826,401	861,954	861,954	956,640
REVENUES:						
Taxes / Fees & Fines	457,149	393,540	480,000	347,575	425,000	480,000
Interest	1,184	22,390	5,000	2,560	3,000	5,000
Adjustments	5,784	-	-	-	-	-
TOTAL REVENUE:	464,118	415,930	485,000	350,136	428,000	485,000
EXPENDITURES:						
Payroll & Benefits	67,769	58,995	70,474	35,065	60,474	64,794
Supplies	-	-	200	-	200	200
Maintenance	-	-	-	-	-	-
Services	7,380	5,422	22,550	1,680	20,100	22,550
Internal Services	3,235	4,800	7,540	7,540	7,540	8,170
Capital Outlay	-	1,755,468	1,000,000	-	245,000	250,000
TOTAL EXPENDITURES:	78,384	1,824,685	1,100,764	44,285	333,314	345,714
REV OVER/(UNDER) EXP	385,733	(1,408,755)	(615,764)	305,850	94,686	139,286
ENDING FUND BALANCE	2,270,708	861,954	210,637	1,167,804	956,640	1,095,926
BUDGET REQUESTS						
Mid-Point Market Adjustment						5,395
TOTAL BUDGET REQUESTS						5,395
REVISED REV OVER/(UNDER) EXP						133,891
REVISED ENDING FUND BALANCE						1,090,531

TOWN OF NORTHLAKE
ECONOMIC DEVELOPMENT CORPORATION

Fund: 130	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	584,305	409,669	639,895	712,316	712,316	1,184,927
REVENUES:						
Taxes / Fees & Fines	378,396	427,100	500,000	341,518	600,000	625,000
Transfer from Grants Fund	-	-	-	-	-	18,733
Interest	351	369	100	2,355	2,600	2,500
Ground Lease	14,862	16,067	17,000	11,770	13,000	17,000
TOTAL REVENUE:	393,609	443,536	517,100	355,643	615,600	663,233
EXPENDITURES:						
Payroll & Benefits	37,201	50,987	50,799	35,440	50,549	55,375
Supplies	468	297	1,200	864	400	1,200
Maintenance	3,644	3,335	-	1,765	-	3,000
Services	63,197	49,570	64,700	17,788	54,500	64,200
Incentives	430,500	-	75,000	-	-	400,000
Internal Services	3,235	6,700	7,540	7,540	7,540	16,340
Transfers	30,000	30,000	30,000	30,000	30,000	40,000
TOTAL EXPENDITURES:	568,245	140,889	229,239	93,397	142,989	580,115
REV OVER/(UNDER) EXP	(174,636)	302,647	287,861	262,246	472,611	83,118
ENDING FUND BALANCE	409,669	712,316	927,756	974,562	1,184,927	1,268,045
BUDGET REQUESTS						
Grants/Development Analyst (50%)						37,466
Mid-Point Market Adjustment						5,398
TOTAL BUDGET REQUESTS						42,864
REVISED REV OVER/(UNDER) EXP						40,254
REVISED ENDING FUND BALANCE						1,225,181

TOWN OF NORTHLAKE
COMMUNITY DEVELOPMENT CORPORATION

Fund: 131	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	562,935	390,910	621,690	693,489	693,489	1,190,675
REVENUES:						
Taxes / Fees & Fines	378,396	427,100	500,000	341,518	600,000	625,000
Transfer from Grants Fund	-	-	-	-	-	18,733
Interest	308	312	100	2,253	2,500	2,500
Ground Lease	14,862	16,067	17,000	11,770	13,000	17,000
TOTAL REVENUE:	393,566	443,479	517,100	355,541	615,500	663,233
EXPENDITURES:						
Payroll & Benefits	37,001	50,887	54,924	35,940	51,674	59,500
Supplies	532	245	2,200	843	300	2,200
Maintenance	2,854	3,335	3,000	1,765	3,000	3,000
Services	61,468	49,733	64,050	16,806	25,800	63,550
Incentives	430,500	-	75,000	-	-	400,000
Internal Services	3,235	6,700	7,540	7,540	7,540	16,340
Transfers	30,000	30,000	30,000	30,000	30,000	40,000
TOTAL EXPENDITURES:	565,590	140,900	236,714	92,894	118,314	584,590
REV OVER/(UNDER) EXP	(172,024)	302,578	280,386	262,647	497,186	78,643
ENDING FUND BALANCE	390,910	693,489	902,076	956,136	1,190,675	1,269,318
BUDGET REQUESTS						
Grants/Development Analyst (50%)						37,466
Mid-Point Market Adjustment						5,398
TOTAL BUDGET REQUESTS						42,864
REVISED REV OVER/(UNDER) EXP						35,779
REVISED ENDING FUND BALANCE						1,226,454

TOWN OF NORTHLAKE
GRANTS FUND

Fund: 210	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	-	-	-	111,228	111,228	414,794
REVENUES:						
CARES Act - Relief Revenue	-	227,700	-	-	414,794	414,794
TOTAL REVENUE:	-	227,700	-	-	414,794	414,794
EXPENDITURES:						
Payroll & Benefits	-	47,522	-	44,098	44,098	-
Supplies	-	2,928	-	47	47	-
Services	-	25,000	-	64,897	64,896	-
Transfers	-	-	-	-	-	-
Capital Outlay	-	41,022	-	2,187	2,187	-
TOTAL EXPENDITURES:	-	116,472	-	111,228	111,228	-
REV OVER/(UNDER) EXP	-	111,228	-	(111,228)	303,566	414,794
ENDING FUND BALANCE	-	111,228	-	-	414,794	829,588
BUDGET REQUESTS						
Transfer to EDC for Analyst Position						18,733
Transfer to CDC for Analyst Position						18,733
TOTAL BUDGET REQUESTS						37,466
REVISED REV OVER/(UNDER) EXP						377,328
REVISED ENDING FUND BALANCE						792,122



INTERNAL SERVICES FUNDS

TOWN OF NORTHLAKE
TECHNOLOGY SERVICES FUND

Fund: 504	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	23,020	(18,207)	59,843	35,635	35,635	23,277
REVENUES:						
General Fund Contributions	156,000	256,500	165,670	165,670	377,770	298,770
HOT Fund Contributions	1,500	2,000	2,000	2,000	2,000	2,278
EDC Fund Contributions	1,500	3,850	2,000	2,000	2,000	4,555
CDC Fund Contributions	1,500	3,850	2,000	2,000	2,000	4,555
Utility Fund Contributions	19,000	26,300	52,200	52,200	52,200	86,640
Interest Revenue	-	-	-	-	-	-
TOTAL REVENUE:	179,500	292,500	223,870	223,870	435,970	396,798
EXPENSES:						
Maintenance	6,979	10,425	12,532	14,507	20,000	11,000
Utilities	25,286	25,520	26,800	17,383	29,000	22,000
Services	180,962	146,682	184,458	168,435	399,328	270,000
Capital Outlay	7,500	56,030	-	-	-	-
TOTAL EXPENSES:	220,727	238,658	223,790	200,325	448,328	303,000
REV OVER/(UNDER) EXP	(41,227)	53,842	80	23,545	(12,358)	93,798
ENDING FUND BALANCE	(18,207)	35,635	59,923	59,180	23,277	117,075
BUDGET REQUESTS:						
License Plate Readers						27,500
Police Camera Video Storage						28,000
TOTAL BUDGET REQUESTS						55,500
REVISED REV OVER/(UNDER) EXP						38,298
REVISED ENDING FUND BALANCE						61,575

TOWN OF NORTHLAKE
EQUIPMENT SERVICES FUND

Fund: 505	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	162,819	107,012	159,841	164,374	164,374	236,684
REVENUES:						
General Fund Contributions	147,000	212,000	212,000	212,000	212,000	484,000
Utility Fund Contributions	75,000	100,000	125,000	125,000	125,000	195,000
Sale of Equipment Proceeds	-	27,800	11,000	-	-	11,000
Insurance Proceeds	1,576	2,809	-	1,422	1,422	-
Interest	341	157	500	72	100	500
TOTAL REVENUE:	223,917	342,766	348,500	338,494	338,522	690,500
EXPENSES:						
Supplies	-	-	-	-	-	-
Maintenance	5,690	5,348	-	-	-	-
Services	-	2,085	-	-	-	-
Capital Outlay	274,034	277,971	275,000	119,755	266,212	378,198
TOTAL EXPENSES:	279,724	285,404	275,000	119,755	266,212	378,198
REV OVER/(UNDER) EXP	(55,807)	57,362	73,500	218,739	72,310	312,302
ENDING FUND BALANCE	107,012	164,374	233,341	383,112	236,684	548,986
BUDGET REQUESTS:						
Trench Shoring						15,500
Radio Backup Purchase						22,500
Taser Upgrade						45,000
2 New Police Vehicles						150,000
2 New Public Works Trucks						109,000
TOTAL BUDGET REQUESTS						342,000
REVISED REV OVER/(UNDER) EXP						(29,698)
REVISED ENDING FUND BALANCE						206,986

TOWN OF NORTHLAKE
BUILDING SERVICES FUND

Fund: 506	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	140,472	773,437	38,669	(21,845)	(21,845)	424,626
REVENUES:						
Interest Income	85	229	-	105	150	-
General Fund Contributions	796,180	317,700	454,780	454,780	827,070	558,754
HOT Fund Contributions	1,735	2,800	5,540	5,540	2,770	5,892
EDC Fund Contributions	1,735	2,850	5,540	5,540	2,770	11,785
CDC Fund Contributions	1,735	2,850	5,540	5,540	2,770	11,785
Utility Fund Contributions	48,615	78,800	144,100	144,100	144,100	182,680
Court Security	75,000	-	-	-	-	-
TOTAL REVENUE:	925,085	405,229	615,500	615,605	979,630	770,896
EXPENSES:						
Rent	141,330	339,112	382,116	271,802	365,342	442,000
Supplies	9,506	5,168	18,600	4,943	6,000	34,100
Maintenance	30,275	9,646	6,500	8,251	9,500	9,000
Utilities	16,336	19,569	36,600	14,073	19,200	28,200
Services	85,036	99,876	127,200	71,644	104,777	177,100
Capital Outlay	9,638	727,140	25,000	28,340	28,340	-
TOTAL EXPENSES:	292,120	1,200,511	596,016	399,053	533,159	690,400
REV OVER/(UNDER) EXP	632,965	(795,282)	19,484	216,552	446,471	80,496
ENDING FUND BALANCE	773,437	(21,845)	58,153	194,707	424,626	505,122
BUDGET REQUESTS:						
Development Services - Finish Out						400,000
TOTAL BUDGET REQUESTS						400,000
REVISED REV OVER/(UNDER) EXP						(319,504)
REVISED ENDING FUND BALANCE						105,122



SPECIAL TAXING DISTRICTS FUNDS

TOWN OF NORTHLAKE
NORTHLAKE PID#I - HARVEST COMMUNITY

Fund: 401	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	4,133	17,169	55,353	107,566	107,566	105,357
REVENUES:						
Assessments	785,055	1,050,997	1,200,000	1,195,059	1,197,791	1,459,182
TOTAL REVENUE:	785,055	1,050,997	1,200,000	1,195,059	1,197,791	1,459,182
EXPENDITURES:						
Services	772,020	960,599	1,200,000	737,083	1,200,000	1,459,182
TOTAL EXPENDITURES:	772,020	960,599	1,200,000	737,083	1,200,000	1,459,182
REV OVER/(UNDER) EXP	13,036	90,397	-	457,976	(2,209)	-
ENDING FUND BALANCE	17,169	107,566	55,353	565,542	105,357	105,357

TOWN OF NORTHLAKE
NORTHLAKE PID#2 - THE HIGHLANDS

Fund: 402	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	125,790	158,769	153,510	191,724	191,724	228,296
REVENUES:						
Assessments	318,747	316,726	320,437	321,336	322,197	316,042
Interest	-	-	-	-	-	-
TOTAL REVENUE:	318,747	316,726	320,437	321,336	322,197	316,042
EXPENDITURES:						
Maintenance	11,041	-	11,717	-	-	11,717
Services	10,218	2,146	13,150	1,984	2,600	13,150
Debt Service	279,352	281,625	283,025	49,013	283,025	279,325
TOTAL EXPENDITURES:	300,612	283,771	307,892	50,996	285,625	304,192
REV OVER/(UNDER) EXP	18,136	32,955	12,545	270,340	36,572	11,850
ENDING FUND BALANCE	143,926	191,724	166,055	462,064	228,296	240,146

TOWN OF NORTHLAKE
TAX INCREMENT REINVESTMENT ZONE #I

Fund: 451	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	46,896	169,182	30,812	46,893	46,893	-
REVENUES:						
Ad Valorem Taxes	127,027	173,105	235,826	237,204	237,204	312,356
TOTAL REVENUE:	127,027	173,105	235,826	237,204	237,204	312,356
EXPENSES:						
Maintenance	-	130,984	197,215	125,184	125,184	282,356
Services	4,741	12,385	30,000	11,350	30,000	30,000
Capital Outlay	-	152,026	-	128,912	128,912	-
TOTAL EXPENSES:	4,741	295,394	227,215	265,446	284,096	312,356
REV OVER/(UNDER) EXP	122,286	(122,290)	8,611	(28,243)	(46,892)	-
ENDING FUND BALANCE	169,182	46,893	39,423	18,651	-	-



PUBLIC SAFETY SPECIAL REVENUE FUNDS

TOWN OF NORTHLAKE
COURT SECURITY FUND

Fund: 120	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	60,324	(9,363)	(2,563)	(3,398)	(3,398)	352
REVENUES:						
Court Security	9,856	9,562	12,000	6,684	8,000	13,320
Interest	205	-	300	-	-	-
TOTAL REVENUE:	10,061	9,562	12,300	6,684	8,000	13,320
EXPENDITURES:						
Services	4,756	3,596	9,000	2,495	4,250	9,000
Internal Services	75,000	-	-	-	-	-
TOTAL EXPENDITURES:	79,756	3,596	9,000	2,495	4,250	9,000
REV OVER/(UNDER) EXP	(69,695)	5,965	3,300	4,189	3,750	4,320
ENDING FUND BALANCE	(9,371)	(3,398)	737	792	352	4,672

TOWN OF NORTHLAKE
COURT TECHNOLOGY FUND

Fund: 121	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	15,530	28,667	37,167	39,194	39,194	46,694
REVENUES:						
Court Technology	13,137	10,527	16,000	6,288	9,000	16,000
Interest	-	-	-	-	-	-
TOTAL REVENUE:	13,137	10,527	16,000	6,288	9,000	16,000
EXPENDITURES:						
Supplies	-	-	15,000	-	-	15,000
Capital Outlay	-	-	8,000	-	1,500	-
TOTAL EXPENDITURES:	-	-	23,000	-	1,500	15,000
REV OVER/(UNDER) EXP	13,137	10,527	(7,000)	6,288	7,500	1,000
ENDING FUND BALANCE	28,667	39,194	30,167	45,482	46,694	47,694

TOWN OF NORTHLAKE
POLICE ASSET FORFEITURE

Fund: 150	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	10,084	11,459	10,099	14,269	14,269	14,071
REVENUES:						
Seized Monies & Goods	2,751	3,350	-	1,797	1,797	-
Interest	15	11	-	5	5	-
TOTAL REVENUE:	2,766	3,361	-	1,802	1,802	-
EXPENDITURES:						
Services	1,391	551	-	1,980	2,000	-
TOTAL EXPENDITURES:	1,391	551	-	1,980	2,000	-
REV OVER/(UNDER) EXP	1,375	2,809	-	(178)	(198)	-
ENDING FUND BALANCE	11,459	14,269	10,099	14,091	14,071	14,071

TOWN OF NORTHLAKE
POLICE SPECIAL TRAINING

Fund: 151	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	473	3,628	3,628	5,036	5,036	5,019
REVENUES:						
State Training Funds	3,155	1,408	1,400	1,383	1,383	1,400
TOTAL REVENUE:	3,155	1,408	1,400	1,383	1,383	1,400
EXPENDITURES:						
Services	-	-	1,400	-	1,400	1,400
TOTAL EXPENDITURES:	-	-	1,400	-	1,400	1,400
REV OVER/(UNDER) EXP	3,155	1,408	-	1,383	(17)	-
ENDING FUND BALANCE	3,628	5,036	3,628	6,420	5,019	5,019

TOWN OF NORTHLAKE
CHILD SAFETY SPECIAL REVENUE

Fund: 152	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	98,054	96,861	98,625	99,711	99,711	96,461
REVENUES:						
Seatbelt Fees	3,590	1,955	3,000	672	700	3,000
Child Safety	2,313	4,638	2,500	-	-	2,500
Interest	149	73	100	33	50	50
TOTAL REVENUE:	6,052	6,666	5,600	705	750	5,550
EXPENDITURES:						
Supplies	410	1,317	1,000	-	500	1,000
Maintenance	5,763	-	-	-	-	-
Services	1,071	2,500	2,500	3,472	3,500	2,975
Capital	-	-	25,000	-	-	10,000
TOTAL EXPENDITURES:	7,244	3,817	28,500	3,472	4,000	13,975
REV OVER/(UNDER) EXP	(1,193)	2,850	(22,900)	(2,767)	(3,250)	(8,425)
ENDING FUND BALANCE	96,861	99,711	75,725	96,944	96,461	88,036

TOWN OF NORTHLAKE
COURT ONLINE ACCESS FEES

Fund: 153	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	57,949	60,931	57,931	59,626	59,626	50,526
REVENUES:						
Online Access Fees	17,884	15,491	18,000	7,266	12,000	18,000
Interest Revenue	-	-	-	-	-	-
TOTAL REVENUE:	17,884	15,491	18,000	7,266	12,000	18,000
EXPENDITURES:						
Supplies	235	-	-	-	-	-
Maintenance	5,463	-	6,000	6,464	6,500	7,000
Services	9,204	16,797	28,800	11,566	14,600	15,100
TOTAL EXPENDITURES:	14,903	16,797	34,800	18,030	21,100	22,100
REV OVER/(UNDER) EXP	2,981	(1,306)	(16,800)	(10,765)	(9,100)	(4,100)
ENDING FUND BALANCE	60,931	59,626	41,131	48,862	50,526	46,426



CAPITAL PROJECTS FUNDS

TOWN OF NORTHLAKE
CAPITAL PROJECTS

Fund: 301	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	2,419,659	1,249,935	1,142,435	922,438	922,438	5,222,905
REVENUES:						
Transfers	-	-	5,300,000	5,300,000	5,300,000	-
Interest	47,379	74,605	50,000	1,891	2,500	500
Developer Contributions	421,929	-	-	-	-	-
TOTAL REVENUE:	469,308	74,605	5,350,000	5,301,891	5,302,500	500
EXPENDITURES:						
Services	225,136	201,703	-	45,660	52,000	-
Capital Outlay	1,413,895	200,399	6,380,000	681,101	950,000	5,165,113
TOTAL EXPENDITURES:	1,639,031	402,102	6,380,000	726,795	1,002,033	5,165,113
REV OVER/(UNDER) EXP	(1,169,724)	(327,497)	(1,030,000)	4,575,096	4,300,467	(5,164,613)
ENDING FUND BALANCE	1,249,935	922,438	112,435	5,497,534	5,222,905	58,292

TOWN OF NORTHLAKE
NORTHWEST ROADWAY IMPACT FEES

Fund: 396	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	-	-	400,000	398,291	398,291	48,291
REVENUES:						
Roadway Impact Fees	-	398,291	400,000	241,515	250,000	200,000
Interest	-	-	-	-	-	-
TOTAL REVENUE:	-	398,291	400,000	241,515	250,000	200,000
EXPENSES:						
Transfers	-	-	600,000	600,000	600,000	-
TOTAL EXPENSES:	-	-	600,000	600,000	600,000	-
REV OVER/(UNDER) EXP	-	398,291	(200,000)	(358,485)	(350,000)	200,000
ENDING FUND BALANCE	-	398,291	200,000	39,806	48,291	248,291

TOWN OF NORTHLAKE
NORTHEAST ROADWAY IMPACT FEES

Fund: 397	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	156,123	785,146	914,146	933,473	933,473	661,473
REVENUES:						
Roadway Impact Fees	629,023	1,521,595	1,900,000	1,993,005	2,000,000	3,000,000
Interest	-	4,003	3,000	837	3,000	3,000
TOTAL REVENUE:	629,023	1,525,598	1,903,000	1,993,842	2,003,000	3,003,000
EXPENSES:						
Services	-	1,377,272	1,615,000	1,062,368	1,075,000	1,800,000
Transfers	-	-	1,200,000	1,200,000	1,200,000	-
TOTAL EXPENSES:	-	1,377,272	2,815,000	2,262,368	2,275,000	1,800,000
REV OVER/(UNDER) EXP	629,023	148,327	(912,000)	(268,526)	(272,000)	1,203,000
ENDING FUND BALANCE	785,146	933,473	2,146	664,947	661,473	1,864,473

TOWN OF NORTHLAKE
SOUTHEAST ROADWAY IMPACT FEES

Fund: 399	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	625,244	999,957	1,209,957	1,207,330	1,207,330	1,223,330
REVENUES:						
Roadway Impact Fees	374,713	195,281	175,000	10,545	11,000	50,000
Interest	-	12,092	10,000	4,667	5,000	4,000
TOTAL REVENUE:	374,713	207,373	185,000	15,212	16,000	54,000
EXPENSES:						
Services	-	-	-	-	-	-
TOTAL EXPENSES:	-	-	-	-	-	-
REV OVER/(UNDER) EXP	374,713	207,373	185,000	15,212	16,000	54,000
ENDING FUND BALANCE	999,957	1,207,330	1,394,957	1,222,542	1,223,330	1,277,330



UTILITY CAPITAL PROJECT FUNDS

TOWN OF NORTHLAKE
WATER CAPITAL PROJECTS

Fund: 203	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	42,121	11,403,584	9,238,781	8,219,468	8,219,468	8,320,858
REVENUES:						
Transfers	12,000,000	-	5,560,000	5,560,000	5,560,000	10,675,000
Interest	293,976	98,408	50,000	6,194	10,000	50,000
Adjustments	12,058	-	-	-	-	-
TOTAL REVENUE:	12,306,034	98,408	5,610,000	5,566,194	5,570,000	10,725,000
EXPENSES:						
Services	117,249	17,058	-	17,994	25,000	-
Capital Outlay	-	3,245,465	12,485,000	3,749,394	5,443,610	9,532,089
Transfers	797,292	-	-	-	-	-
Debt Service	30,030	20,000	-	-	-	-
TOTAL EXPENSES:	944,571	3,282,523	12,485,000	3,767,388	5,468,610	9,532,089
REV OVER/(UNDER) EXP	11,361,463	(3,184,116)	(6,875,000)	1,798,806	101,390	1,192,911
ENDING FUND BALANCE	11,403,584	8,219,468	2,363,781	10,018,274	8,320,858	9,513,769
BUDGET REQUESTS						
North Area Water Ground Storage Tank						2,000,000
Catherine Branch Sewer Trunk Line Phase 2						7,000,000
Oversizing Participation						200,000
Denton Creek Sewer Trunk Line Phase 1 Study						100,000
TOTAL BUDGET REQUESTS						9,300,000
REVISED REV OVER/(UNDER) EXP						(8,107,089)
REVISED ENDING FUND BAL						213,769

TOWN OF NORTHLAKE
COST RECOVERY

Fund: 201	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	431,147	863,885	1,292,926	1,243,702	1,243,702	1,743,902
REVENUES:						
Cost Recovery Fees	433,149	378,639	300,000	286,184	560,000	480,000
Interest	399	1,177	1,000	183	200	300
TOTAL REVENUE:	433,548	379,817	301,000	286,367	560,200	480,300
EXPENSES:						
Services	810	-	-	-	-	-
Transfers	-	-	60,000	60,000	60,000	1,000,000
TOTAL EXPENSES:	810	-	60,000	60,000	60,000	1,000,000
REV OVER/(UNDER) EXP	432,738	379,817	241,000	226,367	500,200	(519,700)
ENDING FUND BALANCE	863,885	1,243,702	1,533,926	1,470,069	1,743,902	1,224,202
BUDGET REQUESTS						
North Area Water Ground Storage Tank (Transfer to Water Capital Projects)						1,200,000
TOTAL BUDGET REQUESTS						1,200,000
REVISED REV OVER/(UNDER) EXP						(1,719,700)
REVISED ENDING FUND BAL						24,202

TOWN OF NORTHLAKE
WATER IMPACT FEES - NORTH

Fund: 202	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	595,318	875,475	1,175,475	1,385,768	1,385,768	2,370,768
REVENUES:						
Water Impact Fees	440,606	1,208,005	1,400,000	1,386,366	1,600,000	2,000,000
Interest	85	52	-	-	-	-
TOTAL REVENUE:	440,691	1,208,057	1,400,000	1,386,366	1,600,000	2,000,000
EXPENSES:						
Services	159,457	697,765	850,000	422,433	615,000	1,200,000
Capital Outlay	1,077	-	-	-	-	-
Transfers	-	-	-	-	-	175,000
TOTAL EXPENSES:	160,534	697,765	850,000	422,433	615,000	1,375,000
REV OVER/(UNDER) EXP	280,157	510,293	550,000	963,933	985,000	625,000
ENDING FUND BALANCE	875,475	1,385,768	1,725,475	2,349,701	2,370,768	2,995,768
BUDGET REQUESTS						
North Ground Storage Tank (Transfer to Water Capital Projects)						800,000
TOTAL BUDGET REQUESTS						800,000
REVISED REV OVER/(UNDER) EXP						(175,000)
REVISED ENDING FUND BAL						2,195,768

TOWN OF NORTHLAKE
WATER IMPACT FEES - SOUTH

Fund: 204	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	1,340,482	1,841,770	1,512,000	1,122,393	1,122,393	2,393
REVENUES:						
Water Impact Fees	437,941	62,151	200,000	15,782	160,000	120,000
Sewer Impact Fees	287,571	313,659	-	-	-	-
Interest	85	21,752	1,700	4,531	5,000	100
TOTAL REVENUE:	725,597	397,562	201,700	20,313	165,000	120,100
EXPENSES:						
Services	224,309	389,302	322,000	77,841	85,000	-
Transfers	-	727,637	1,200,000	1,200,000	1,200,000	-
TOTAL EXPENSES:	224,309	1,116,940	1,522,000	1,277,841	1,285,000	-
REV OVER/(UNDER) EXP	501,288	(719,378)	(1,320,300)	(1,257,528)	(1,120,000)	120,100
ENDING FUND BALANCE	1,841,770	1,122,393	191,700	(135,135)	2,393	122,493

TOWN OF NORTHLAKE
SEWER IMPACT FEES

Fund: 205	FY 2019 Actual	FY 2020 Actual	FY 2021 Original Budget	FY 2021 Actual As of 6/30	FY 2021 Estimate As of 9/30	FY 2022 Proposed Budget
BEGINNING FUND BALANCE:	-	909,545	887,637	909,545	909,545	714,545
REVENUES:						
Sewer Impact Fees	177,576	-	500,000	566,071	570,000	900,000
Transfers	727,637	-	-	-	-	-
Interest	4,332	-	-	33,591	35,000	-
TOTAL REVENUE:	909,545	-	500,000	599,662	605,000	900,000
EXPENSES:						
Transfers	-	-	800,000	800,000	800,000	-
TOTAL EXPENSES:	-	-	800,000	800,000	800,000	-
REV OVER/(UNDER) EXP	909,545	-	(300,000)	(200,338)	(195,000)	900,000
ENDING FUND BALANCE	909,545	909,545	587,637	709,208	714,545	1,614,545
BUDGET REQUESTS						
Lump Sum Debt Payment (Transfer Out to Debt Service Fund)						820,000
TOTAL BUDGET REQUESTS						820,000
REVISED REV OVER/(UNDER) EXP						80,000
REVISED ENDING FUND BAL						794,545



CAPITAL IMPROVEMENT PROGRAM

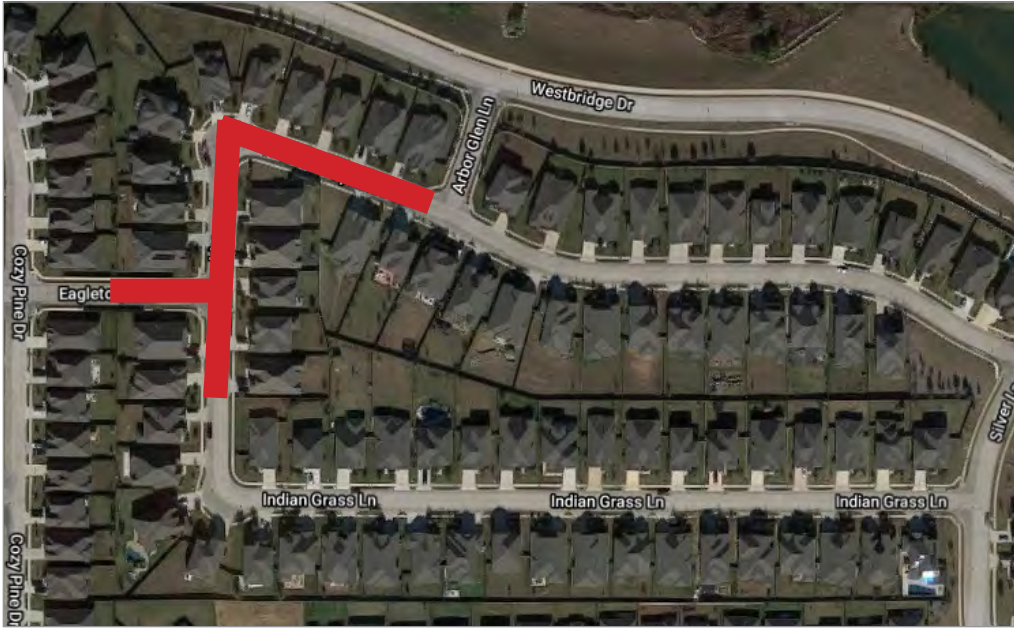
TOWN OF NORTHLAKE
FIVE YEAR CAPITAL IMPROVEMENT PROGRAM

Project Title	To Date	2022	2023	2024	2025	2026+	Total Cost
Repair of Canyon Falls & Dale Earnheart Road Failures	150,000	452,000					602,000
Florance Road (Strader to Yarbrough)	151,517	2,448,483					2,600,000
Faught Road (Old Justin to Robson Ranch)	135,370	2,264,630					2,400,000
1.25 MG North Elevated Storage Tank & Line	3,200,000	575,000					3,775,000
0.75 MG South Elevated Storage Tank	2,900,000	200,000					3,100,000
South Pump Station, Ground Storage Tank & Water Line	2,200,000	3,450,000					5,650,000
Catherine Branch (Water Improvements) Phase 1		1,900,000					1,900,000
Catherine Branch (Sewer Improvements) Phase 1	192,911	3,407,089					3,600,000
Development Services Office Finish Out		400,000					400,000
North Ground Storage Tank 600 KG		2,000,000					2,000,000
Oversizing Participation		200,000					200,000
Catherine Branch (Sewer Improvements) Phase 2	200,000	7,000,000					7,200,000
Denton Creek Trunk Line - Phase 1		100,000	2,000,000	4,000,000	4,000,000	4,900,000	15,000,000
Blair/Florance Water Line				3,000,000			3,000,000
Hotel Conference Center				4,500,000			4,500,000
	\$ 9,129,798	\$ 24,397,202	\$ 2,000,000	\$ 11,500,000	\$ 4,000,000	\$ 4,900,000	\$ 55,927,000

Sources of Funding	To Date	2022	2023	2024	2025	2026+	Total Funding
2016 Certificates of Obligation	150,000	452,000					602,000
2018 Certificates of Obligation	7,750,000	3,650,000					11,400,000
2020 Tax Notes	479,798	6,220,202					6,700,000
2021 Certificates of Obligation	200,000	7,300,000	-				7,500,000
Cost Recovery Fee	550,000	2,400,000					2,950,000
Northeast Roadway Impact Fee		1,200,000					1,200,000
Northwest Roadway Impact Fee		600,000					600,000
North Water Impact Fee		175,000					175,000
South Water Impact Fee		1,200,000					1,200,000
Sewer Impact Fee		800,000					800,000
Development Revenues		400,000					400,000
Future Debt			2,000,000	7,000,000	4,000,000	4,900,000	17,900,000
Future Debt (Hotel Occupancy Fund)				4,500,000			4,500,000
	\$ 9,129,798	\$ 24,397,202	\$ 2,000,000	\$ 11,500,000	\$ 4,000,000	\$ 4,900,000	\$ 55,927,000



CANYON FALLS AND DALE EARNHARDT ROAD FAILURES



TOTAL COSTS

\$602,000

FUNDING SOURCE

2016 Certificates of Obligation

USEFUL LIFE OF ASSET

20 years

PROJECT PHASE

Construction

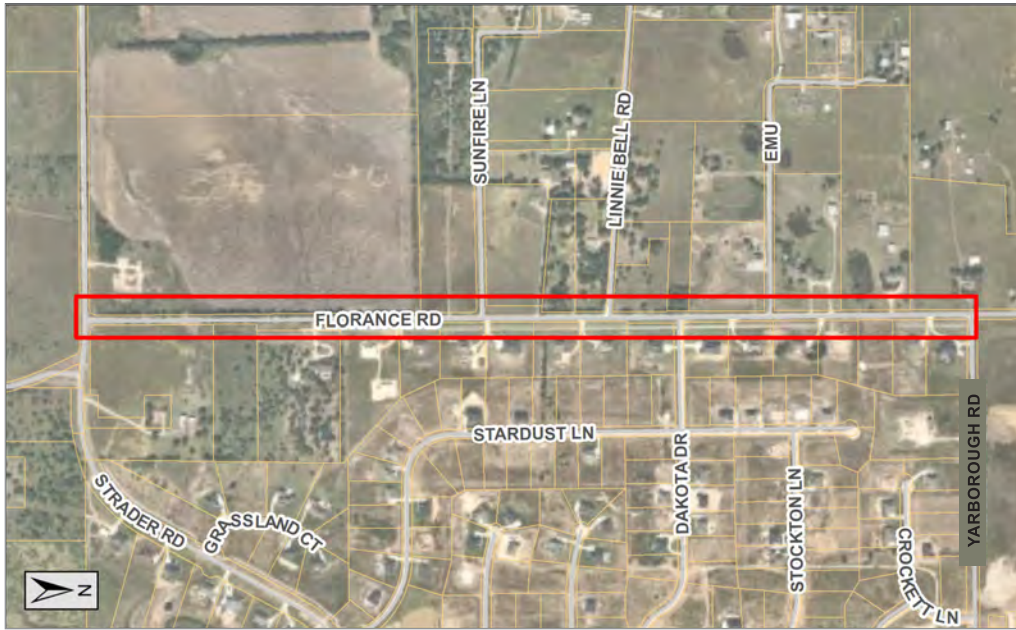
PROJECT DESCRIPTION

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

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	TO DATE	2022	2023	2024	2025	2026+	
FUNDING SOURCE 2016 Certificates of Obligation	\$150,000	\$452,000	-	-	-	-	\$602,000
PROJECT EXPENDITURES Capital Project Fund	\$150,000	\$452,000	-	-	-	-	\$602,000

FLORANCE ROAD (STRADER TO YARBROUGH)



TOTAL COSTS

\$2,600,000

FUNDING SOURCE

2020 Tax Notes

USEFUL LIFE OF ASSET

20 years

PROJECT PHASE

Design

PROJECT DESCRIPTION

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

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	TO DATE	2022	2023	2024	2025	2026+	
FUNDING SOURCE 2020 Tax Notes	\$151,517	\$2,448,483	-	-	-	-	\$2,600,000
PROJECT EXPENDITURES Capital Project Fund	\$151,517	\$2,448,483	-	-	-	-	\$2,600,000

FAUGHT ROAD (OLD JUSTIN TO ROBSON RANCH)



TOTAL COSTS

\$2,400,000

FUNDING SOURCE

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

USEFUL LIFE OF ASSET

20 years

PROJECT PHASE

Design

PROJECT DESCRIPTION

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

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	TO DATE	2022	2023	2024	2025	2026+	
FUNDING SOURCE							
2020 Tax Notes	\$135,370	\$464,630	-	-	-	-	\$600,000
NW Roadway Impact Fees		\$600,000	-	-	-	-	\$600,000
NE Roadway Impact Fees		\$1,200,000	-	-	-	-	\$1,200,000
PROJECT EXPENDITURES							
Capital Project Fund	\$135,370	\$2,264,630	-	-	-	-	\$2,400,000

NORTH ELEVATED STORAGE TANK AND WATER LINE



TOTAL COSTS

\$2,000,000

FUNDING SOURCE

2018 Certificates of
Obligation and Other

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Construction

PROJECT DESCRIPTION

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

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	TO DATE	2022	2023	2024	2025	2026+	
WATER IMPACT FEES NORTH	-	\$175,000	-	-	-	-	\$175,000
Cost Recovery	\$550,000	\$400,000	-	-	-	-	\$950,000
2018 Certificates of Obligation	\$2,650,000	-	-	-	-	-	\$2,650,000
PROJECT EXPENDITURES	\$3,200,000	\$575,000	-	-	-	-	\$3,775,000

SOUTH ELEVATED STORAGE TANK



TOTAL COSTS

\$3,100,000

FUNDING SOURCE

2018 Certificates of
Obligation

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Construction

PROJECT DESCRIPTION

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

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	TO DATE	2022	2023	2024	2025	2026+	
FUNDING SOURCE 2018 Certificates of Obligation	\$2,900,000	\$200,000	-	-	-	-	\$3,100,000
PROJECT EXPENDITURES Water Capital Project Fund	\$2,900,000	\$200,000	-	-	-	-	\$3,100,000

SOUTH GROUND STORAGE TANK, PUMP STATION AND WATER LINE



TOTAL COSTS

\$5,650,000

FUNDING SOURCE

2018 Certificates of Obligation

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Construction

PROJECT DESCRIPTION

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

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	TO DATE	2022	2023	2024	2025	2026+	
FUNDING SOURCE 2018 Certificates of Obligation	\$2,200,000	\$3,450,000	-	-	-	-	5,650,000
PROJECT EXPENDITURES Water Capital Project Fund	\$2,200,000	\$3,450,000	-	-	-	-	5,650,000



CATHERINE BRANCH WATER IMPROVEMENTS



TOTAL COSTS

\$1,900,000

FUNDING SOURCE

2020 Tax Notes, South Water
Impact Fees

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Design

PROJECT DESCRIPTION

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

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	TO DATE	2022	2023	2024	2025	2026+	
FUNDING SOURCE							
2020 Tax Notes	-	\$700,000	-	-	-	-	\$700,000
South Water Impact Fee	-	\$1,200,000	-	-	-	-	\$1,200,000
PROJECT EXPENDITURES							
Water Capital Project Fund	-	\$1,900,000	-	-	-	-	\$1,900,000



CATHERINE BRANCH SEWER IMPROVEMENTS



TOTAL COSTS

\$3,600,000

FUNDING SOURCE

2020 Tax Notes, Sewer Impact
Fee

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Planning

PROJECT DESCRIPTION

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

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	TO DATE	2022	2023	2024	2025	2026+	
FUNDING SOURCE 2020 Tax Notes	\$192,911	\$2,607,089	-	-	-	-	\$2,800,000
Sewer Impact Fee	-	\$800,000	-	-	-	-	\$800,000
PROJECT EXPENDITURES Water Capital Project Fund	\$192,911	\$3,407,089	-	-	-	-	\$3,600,000

DEVELOPMENT SERVICES OFFICES FINISH OUT



TOTAL COSTS

\$400,000

FUNDING SOURCE

Development Revenue

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Construction

PROJECT DESCRIPTION

The office provides 2,200 square feet of space in a newly constructed building in Northlake Commons. It will serve as office for the Development Services department, providing additional space at Town Hall.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	TO DATE	2022	2023	2024	2025	2026+	
FUNDING SOURCE Development Revenue	-	\$400,000	-	-	-	-	\$400,000
PROJECT EXPENDITURES	-	\$400,000	-	-	-	-	\$400,000

NORTH GROUND STORAGE TANK



TOTAL COSTS

\$2,000,000

FUNDING SOURCE

North Water Impact Fees

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Design

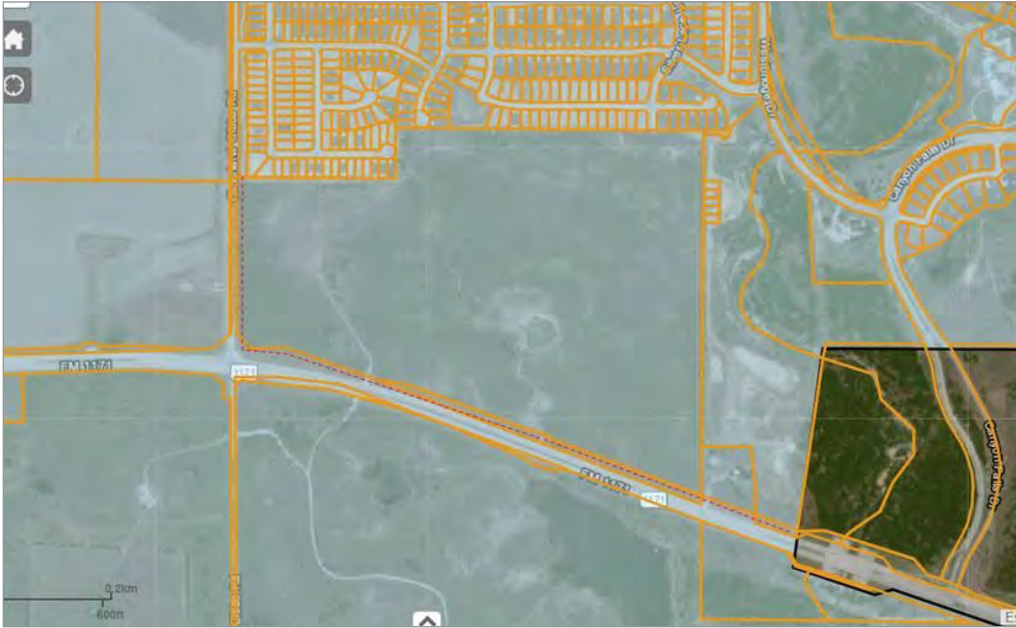
PROJECT DESCRIPTION

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

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	TO DATE	2022	2023	2024	2025	2026+	
FUNDING SOURCE Cost Recovery Fund	-	\$1,200,000	-	-	-	-	\$2,000,000
PROJECT EXPENDITURES North Water Impact Fees	-	\$800,000	-	-	-	-	\$2,000,000

OVERSIZING PARTICIPATION



TOTAL COSTS

\$200,000

FUNDING SOURCE

2021 Certificates of Obligation

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Planning

PROJECT DESCRIPTION

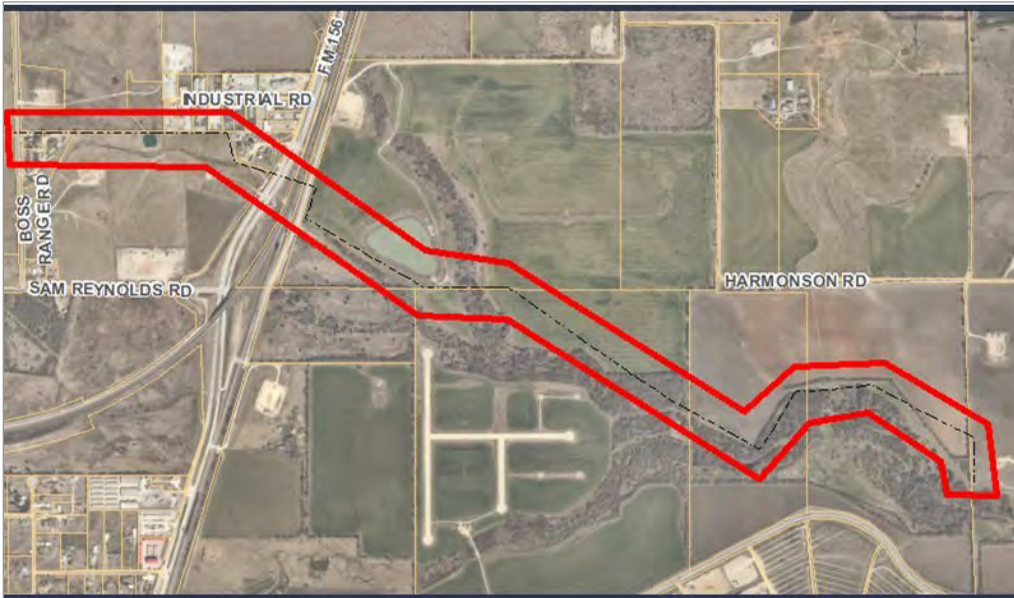
Oversizing a water line from 8 inches to 16 inches. This is needed to loop water and is planned to serve commercial and multi-family residential development in Canyon Falls will provide additional capacity for commercial development along FM 1171 and at the intersection of IH 35W and FM 1171.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	TO DATE	2022	2023	2024	2025	2026+	
FUNDING SOURCE Cost Recovery Fund	-	\$200,000	-	-	-	-	\$200,000
PROJECT EXPENDITURES North Water Impact Fees	-	\$200,000	-	-	-	-	\$200,000



CATHERINE BRANCH SEWER IMPROVEMENTS (PHASE II)



TOTAL COSTS

\$7,200,000

FUNDING SOURCE

2021 Certificates of Obligation

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Design

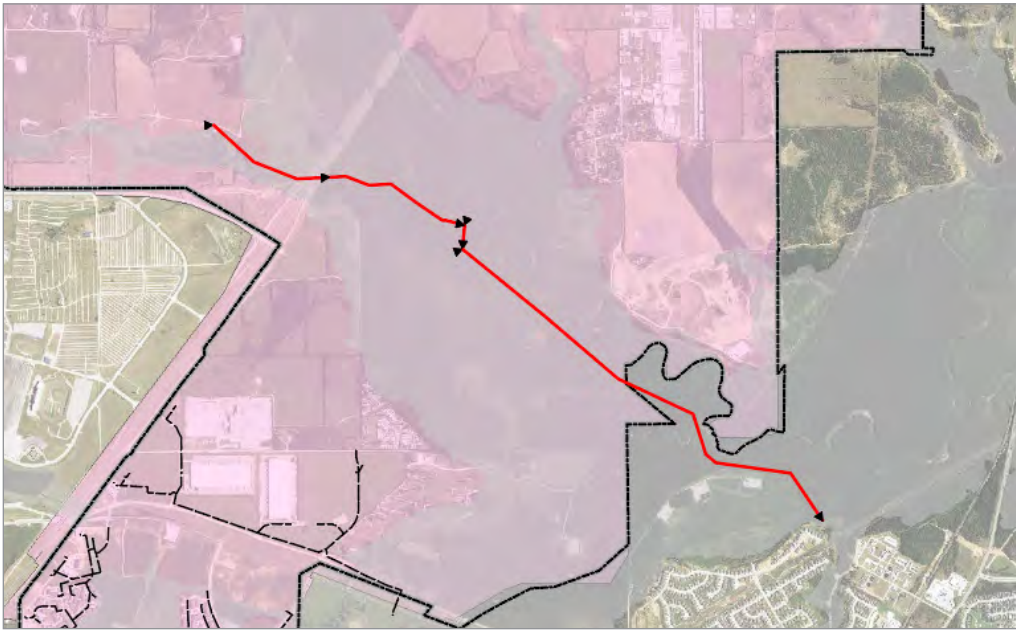
PROJECT DESCRIPTION

Catherine Branch will serve future commercial developments for the Town of Northlake and is located strategically off of I-35W near the Texas Motor Speedway. The second phase of the Catherine Branch project is designed to allow the Town to attract and serve future commercial growth that will diversify the Town's tax base. This project will also extend the Town's Certificate of Convenience and Necessity (CCN) to meet the needs of properties located in the ETJ.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	TO DATE	2022	2023	2024	2025	2026+	
FUNDING SOURCE 2021 Certificates of Obligation	\$200,000	\$7,000,000	-	-	-	-	\$7,200,000
PROJECT EXPENDITURES Capital Project Fund	\$200,000	\$7,000,000	-	-	-	-	\$7,200,000

DENTON CREEK TRUNK LINE - PHASE I



TOTAL COSTS

\$15,000,000

FUNDING SOURCE

Future Debt

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Planning

PROJECT DESCRIPTION

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

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	TO DATE	2022	2023	2024	2025	2026+	
FUNDING SOURCE 2021 Certificates of Obligations	-	\$100,000	-	-	-	-	\$100,000
FUNDING SOURCE Future Debt	-	-	\$2,000,000	\$4,000,000	\$4,000,000	\$4,900,000	\$14,900,000
PROJECT EXPENDITURES Water Capital Project Fund	-	\$100,000	\$2,000,000	\$4,000,000	\$4,000,000	\$4,900,000	\$15,000,000

BLAIR/FLORENCE WATER LINE



TOTAL COSTS

\$3,000,000

FUNDING SOURCE

Future Debt

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Planning

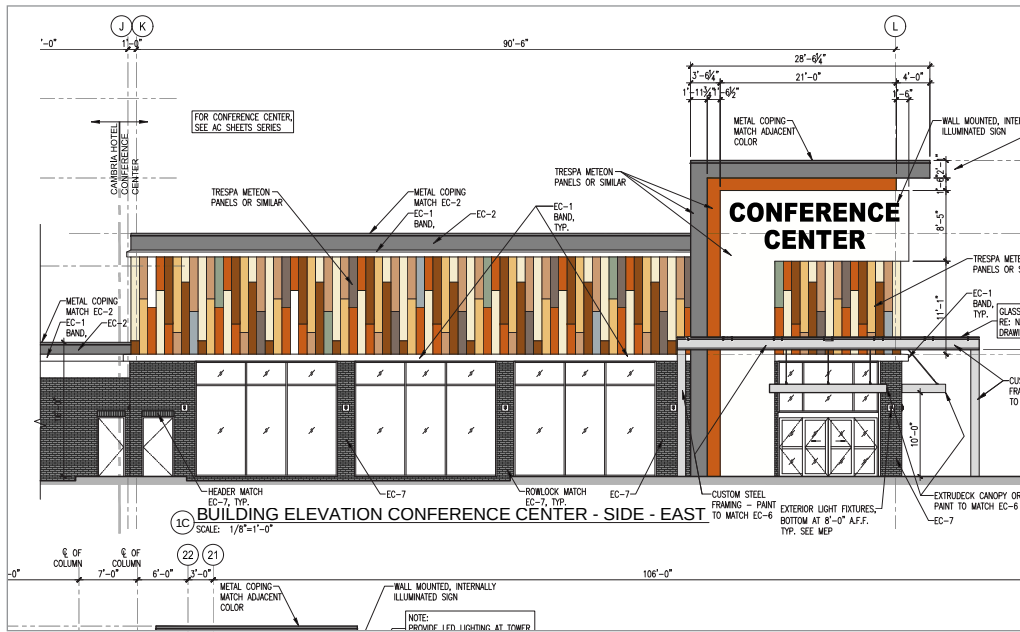
PROJECT DESCRIPTION

As development within the Town and Town's ETJ continues, there is an increased need for the adequate provision of water. To meet these needs the Town will install a 16" diameter pipeline along Strader and Blair that will connect to the Town's north elevated storage tank. This pipeline line will extend coverage to areas along Strader and Blair Roads, as well as allowing for a future potential partnership with Upper Trinity.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	TO DATE	2022	2023	2024	2025	2026+	
FUNDING SOURCE Future Debt	-	-	-	\$ 3,000,000	-	-	\$3,000,000
PROJECT EXPENDITURES Capital Project Fund	-	-	-	\$3,000,000	-	-	\$3,000,000

HOTEL CONFERENCE CENTER



TOTAL COSTS

\$4,500,000

FUNDING SOURCE

Future Debt (From Hotel Occupancy Fund)

USEFUL LIFE OF ASSET

30 years

PROJECT PHASE

Planning

PROJECT DESCRIPTION

The Town has planned for the construction of a 10,000 sq ft Hotel Conference Center that will be used to host events and public gatherings. Upon completion of the Hotel Conference Center, the Town will assume ownership. A hotel management group will be contracted to operate the conference center on behalf of the Town.

FINANCIAL SUMMARY

	PROJECT TIMELINE						TOTAL FUNDING
	TO DATE	2022	2023	2024	2025	2026+	
FUNDING SOURCE Future Debt (From Hotel Occupancy Fund)	-	-	-	\$4,500,000	-	-	\$4,500,000
PROJECT EXPENDITURES	-	-	-	\$4,500,000	-	-	\$4,500,000



PERSONNEL SUMMARY

TOWN OF NORTHLAKE
PERSONNEL DISTRIBUTION

	Full-Time Equivalents			
	2020/21 Actual	2020/21 Adopted	2021/22 Requests	2021/22 Proposed
GENERAL FUND				
Administration				
Town Manager	1.00	1.00		1.00
Town Secretary	1.00	1.00		1.00
Communications & Marketing Coordinator (25%)	0.25	0.25		0.25
Management Analyst	1.00	1.00		1.00
Human Resources Coordinator	0.00	0.00	1.00	1.00
	3.25	3.25	1.00	4.25
Finance				
Director (75%)	0.75	0.75		0.75
Accountant (75%)	0.75	0.75		0.75
Accounting Clerk (75%)	0.75	0.75		0.75
Total	2.25	2.25	0.00	2.25
Development Services				
Director (25%)	0.25	0.25		0.25
Planner	0.00	0.00	1.00	1.00
Code Compliance Coordinator	1.00	1.00		1.00
Permit Technician	1.00	1.00		1.00
Permit Specialist	1.00	1.00		1.00
Total	3.25	3.25	1.00	4.25
Municipal Court				
Court Administrator	1.00	1.00		1.00
Court Clerk	2.00	2.00		2.00
Total	3.00	3.00	0.00	3.00
Police				
Chief	1.00	1.00		1.00
Captain	1.00	1.00		1.00
Sergeant	4.00	4.00		4.00
Officer	10.00	11.00	3.00	14.00
Detective	1.00	2.00		2.00
Police Support Specialist	1.00	1.00		1.00
Administrative Assistant	1.00	1.00		1.00
Total	19.00	21.00	3.00	24.00
Public Works				
Director (50%)	0.50	0.50		0.50
Superintendent (25%)	0.25	0.25		0.25
Crew Leader	1.00	1.00		1.00
Infrastructure Inspector (50%)	0.50	0.50	0.50	1.00
Equipment Operator	1.00	1.00		1.00
Maintenance Worker	3.00	3.00		3.00
Administrative Assistant (50%)	0.50	0.50		0.50
Total	6.75	6.75	0.50	7.25
Total General Fund	37.50	39.50	5.50	45.00

TOWN OF NORTHLAKE
PERSONNEL DISTRIBUTION

		Full-Time Equivalents			
		2020/21 Actual	2020/21 Adopted	2021/22 Requests	2021/22 Proposed
<u>ECONOMIC DEVELOPMENT CORPORATION FUND</u>					
Development Services					
	Director (25%)	0.25	0.25	0.00	0.25
	Grants/Development Analyst	0.00	0.00	0.50	0.50
	Total	0.25	0.25	0.50	0.75
Marketing & Communications					
	Communications & Marketing Coordinator (25%)	0.25	0.25	0.00	0.25
	Total	0.50	0.50	0.50	1.00
<u>COMMUNITY DEVELOPMENT CORPORATION FUND</u>					
Development Services					
	Director (25%)	0.25	0.25	0.00	0.25
	Grants/Development Analyst	0.00	0.00	0.50	0.50
	Total	0.25	0.25	0.50	0.75
Marketing & Communications					
	Communications & Marketing Coordinator (25%)	0.25	0.25	0.00	0.25
	Total	0.50	0.50	0.50	1.00
<u>HOTEL OCCUPANCY TAX FUND</u>					
Development Services					
	Director (25%)	0.25	0.25	0.00	0.25
Marketing & Communications					
	Communications & Marketing Coordinator (25%)	0.25	0.25	0.00	0.25
	Total	0.50	0.50	0.00	0.50

TOWN OF NORTHLAKE
PERSONNEL DISTRIBUTION

		Full-Time Equivalents			
		2020/21	2020/21	2021/22	2021/22
		Actual	Adopted	Requests	Proposed
UTILITY FUND					
Finance					
Director (25%)		0.25	0.25		0.25
Accountant (25%)		0.25	0.25		0.25
Accounting Clerk (25%)		0.25	0.25		0.25
Utility Billing Clerk		1.00	1.00		1.00
Total		1.75	1.75	0.00	1.75
Public Works					
Director (50%)		0.50	0.50		0.50
Superintendent (75%)		0.75	0.75		0.75
Crew Leader		2.00	2.00		2.00
Infrastructure Inspector (50%)		0.50	0.50	0.50	1.00
Equipment Operator		3.00	3.00		3.00
Plant Operator		1.00	1.00	1.00	2.00
Maintenance Worker		3.00	3.00	1.00	4.00
Administrative Assistant (50%)		0.50	0.50		0.50
Total		11.25	11.25	2.50	13.75
Total Utility Fund		13.00	13.00	2.50	15.50
All Funds Total		52.00	54.00	9.00	63.00



NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: AUGUST 26, 2021

REF. DOC.: TAX CODE, SECTION 26, PROPERTY TAX, ASSESSMENT

SUBJECT: 2021 TAX RATE PUBLIC HEARING AND ADOPTION



GOALS/OBJECTIVES:

- Effectively Manage Public Resources (Council Goal)

BACKGROUND INFORMATION:

Per Texas State Law, the Town of Northlake is required to publish notice and hold a public hearing to allow taxpayers to express their views on the tax rate. The Town of Northlake has proposed to preserve the existing low tax rate of \$0.295 per \$100 of assessed value. Due to an increase in property value, Northlake's No-New-Revenue tax rate is \$0.273028 which is below the proposed rate and therefore requires the Town hold a tax rate public hearing.

- Key Tax Rate Information
 - FY 2022 Proposed Tax Rate - \$0.295000 per \$100 assessed value
 - Maintenance and Operations Rate - \$0.166687
 - Interest and Sinking Rate - \$0.128313
 - No-New-Revenue Tax Rate - \$0.273028; if rate greater, public hearing required
 - Voter-Approval Tax Rate - \$0.268717; if rate is greater; petition for election available
 - De Minimis Tax Rate - \$0.295000; if rate greater; automatic election required
- Key Tax Rate Dates
 - August 12, 2021 – Call tax rate public hearing
 - August 16, 2021 – Publish notice of tax rate public hearing and tax rate adoption date
 - August 26, 2021 – Hold tax rate public hearing

The proposed budget and tax rate calculation are available on the Town's website under the Finance Department's page.

COUNCIL DIRECTION:

- Hold public hearing for tax rate and adopt tax rate and levy



TOWN OF NORTHLAKE, TEXAS
OFFICIAL ORDINANCE

NO. 21-0826D

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS FIXING AND LEVYING MUNICIPAL AD VALOREM TAXES ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE TOWN OF NORTHLAKE, TEXAS FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022 AT THE RATE OF \$0.295000 PER ONE HUNDRED DOLLARS (\$100.00), AND FOR DIRECTING THE ASSESSMENT THEREOF; PROVIDING FOR A DATE ON WHICH SUCH TAXES BECOME DUE AND DELINQUENT TOGETHER WITH PENALTIES AND INTEREST THEREON; PROVIDING FOR PLACE OF PAYMENT; PROVIDING FOR APPROVAL OF THE TAX ROLLS PRESENTED TO THE TOWN COUNCIL; PROVIDING FOR REPEALING, SAVINGS AND SEVERABILITY CLAUSES; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Town Council hereby finds that the tax for the fiscal year beginning October 1, 2021 and ending September 30, 2022, thereafter levied for current expenses of the Town and the general improvements of the Town and its property must be levied to provide the revenue requirements of the budget for the ensuing year; and

WHEREAS, the Town Council approved on August 26, 2021 a separate budget ordinance for the fiscal year beginning October 1, 2021 and the 2021 Appraisal Roll of the Town of Northlake as approved by the Appraisal Review Board of the Denton Central Appraisal District; and

WHEREAS, pursuant to Section 26.05 of the Texas Tax Code, the Town Council held a public hearing concerning the proposed tax rate on August 26, 2021 and all statutory and constitutional requirements concerning the levying and assessing of ad valorem taxes have been completed in due and correct time.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS:

Section 1. **Findings Incorporated.** The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

Section 2. **Tax Levied.** That, there is hereby levied and ordered to be assessed and collected for the fiscal year beginning October 1, 2021 and ending on September 30, 2022, and for each fiscal year thereafter until it be otherwise provided and ordained, on all taxable property, real, personal and mixed, situated within the corporate limits of the Town of Northlake, Texas, and not exempt from taxation by the constitution of the State of Texas and valid law, an ad valorem tax rate of \$0.295000 on each One Hundred Dollar (\$100.00) valuation of such property assessed value of taxable property, which tax rate is apportioned and distributed as follows:



TOWN OF NORTHLAKE, TEXAS
OFFICIAL ORDINANCE

For the purpose of defraying the current maintenance and operation expenses of the Town (General Fund): \$0.166687 on each One Hundred Dollars (\$100.00) assessed value of taxable property

For the purposed of creating a Debt Service Fund to pay the interest and principal on all outstanding indebtedness which shall be applied to the payment of such interest and maturities of all outstanding bonded indebtedness: \$0.128313 on each One Hundred Dollars (\$100.00) assess value of all taxable property

Total tax rate \$0.295000

Section 3. THAT, THIS TAX RATE WILL RAISE MORE TAXES FOR MAINTENANCE AND OPERATIONS THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL EFFECTIVELY BE RAISED BY 27.54 PERCENT AND WILL RAISE TAXES FOR MAINTENANCE AND OPERATIONS ON A \$100,000 HOME BY APPROXIMATELY \$19.86.

Section 4. THAT, THIS TAX RATE WILL RAISE MORE TAXES FOR DEBT SERVICE THAN LAST YEAR'S TAX RATE. THE TAX RATE WILL DECREASE TAXES FOR DEBT SERVICE ON A \$100,000 HOME BY APPROXIMATELY \$19.86.

Section 5. THAT, there shall be exempted from the valuation of all residential homesteads for which proper application shall have been made, an amount equal to the greater of five thousand dollars (\$5,000) or twenty percent (20%) of the appraised value of the residence homestead, subject to the limitations set forth in Texas law, including Section 11.13(n) of the Texas Tax Code, as it exists or may be amended.

Section 6. THAT, there shall be exempted the sum of Fifteen Thousand Dollars (\$15,000) of the assessed value of residence homesteads of the Town of Northlake, Texas who are sixty-five (65) years of age or older, from all ad valorem taxes levied by the Town of Northlake, Texas.

Section 7. THAT, there shall be exempted the sum of Fifteen Thousand Dollars (\$15,000) of the assessed value of residence homesteads of residents of the Town of Northlake, Texas meeting the definition of a "disabled" individual, as defined by the Texas Tax Code.



TOWN OF NORTHLAKE, TEXAS
OFFICIAL ORDINANCE

Section 8. Due Date of Taxes. The taxes assessed and levied hereby are payable any time after the approval and publication of this Ordinance and not later than January 31 of the year following the year in which the taxes are assessed. The penalties and interest provided for herein shall accrue after January 31 of the year following the year in which the taxes are assessed. However, if the entire taxes due as provided herein are paid in full by January 31 of the year following the year in which the taxes are assessed, no penalty or interest shall be due.

Section 9. Penalties and Interest. A delinquent tax shall incur the maximum penalty and interest authorized by Section 33.01, Texas Property Tax Code, to-wit: a penalty of six percent (6%) of the amount of the tax for the first calendar month it is delinquent, plus one percent (1%) for each additional month or portion of a month the tax remains unpaid prior to July 1st of the year in which it becomes delinquent.

Provided, however, a tax that is delinquent on July 1st of the year in which it becomes delinquent shall incur a total penalty of twelve percent (12%) of the amount of the delinquent tax without regard to the number of months the tax has been delinquent. A delinquent tax shall also accrue interest at a rate of one percent (1%) for each month or portion of a month the tax remains unpaid. Taxes that remain delinquent on July 1 of the year in which they become delinquent shall incur an additional penalty of fifteen percent (15%) of the amount of taxes, penalty and interest due; such additional penalty is to defray the costs of collection as authorized by Section 6.30, Texas Property Tax Code.

Section 10. Place of Payment/Collection. Taxes are payable at the office of the Tax Assessor/Collector. The Town shall have available all rights and remedies provided by law for the enforcement of the collection of taxes levied under this ordinance.

Section 11. Tax Roll. The real and personal property tax appraisal rolls as certified by the Chief Appraiser of the Denton Central Appraisal District, as presented to the Town Council, together with any supplement thereto, are hereby accepted.

Section 12. Savings/Repealing Clause. All provisions of any ordinance in conflict with this Ordinance are hereby repealed; but such repeal shall not abate any pending prosecution for violation of the repealed Ordinance, nor shall the repeal prevent prosecution from being commenced for any violation if occurring prior to the repeal of the Ordinance. Any remaining portions of conflicting ordinances shall remain in full force and effect.

Section 13. Severability. Should any section, subsection, sentence, clause or phrase of this Ordinance be declared unconstitutional or invalid by a court of competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The Town hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared unconstitutional or invalid.



TOWN OF NORTHLAKE, TEXAS
OFFICIAL ORDINANCE

Section 14. **Effective Date.** This Ordinance shall become effective from and after its adoption.

PASSED AND APPROVED on this the 26th day of August 2021

Town of Northlake, Texas

David Rettig, Mayor

Attest:

Mary J. Kayser, Town Secretary

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: AUGUST 26, 2021

REF. DOC.: LOCAL GOVERNMENT CODE, CHAPTER 395, FINANCING CAPITAL IMPROVEMENTS REQUIRED BY NEW DEVELOPMENT

SUBJECT: MASTER THOROUGHFARE PLAN AND ROADWAY IMPACT FEE UPDATE CONTRACT AND CIAC APPOINTMENTS



GOALS/OBJECTIVES:

- Systematically Invest in Infrastructure; Maintain and improve public roadways (Council Goal)
- Responsibly Manage Growth; Adhere to the Comprehensive Plan (Council Goal)

BACKGROUND INFORMATION:

- In 2016, Town Council adopted a Roadway Impact Fee ordinance per Chapter 395 of LGC
- Based on development, Council amended Master Thoroughfare Plan (MTP) to reflect current roadway alignments
- Updates of land use assumptions (LUA), capital improvement plans (CIP) and roadway impact fees required every five years
- Capital improvements advisory committee (CIAC) appointed by Council reviews LUA, CIP and roadway impact fees
- Next steps:
 - After appointment of CIAC, staff will contract with consultant to update LUA, CIP and roadway impact fees
 - CIAC will review LUA, CIP and roadway impact fees, and provide written comments
 - Public hearing on LUA, CIP and roadway impact fees will be held
 - Council will act on proposed LUA, CIP and roadway impact fee schedule

COUNCIL ACTION:

- Appoint capital improvement advisory committee, either
 - Minimum five members with forty percent in development field; or
 - Current Planning and Zoning Commission (conforms to statutory requirements)
- Approve professional services contract with Halff and Associates not to exceed \$60,000



TOWN OF NORTHLAKE, TEXAS
OFFICIAL RESOLUTION

NO. 21-28

A RESOLUTION OF THE TOWN OF NORTHLAKE, TEXAS, APPROVING AND AUTHORIZING THE TOWN MANAGER TO ENTER INTO A PROFESSIONAL AGREEMENT OR AMENDMENT OF THE MASTER AGREEMENT WITH HALFF INC FOR THE REVIEW AND UPDATE OF LAND USE ASSUMPTIONS FOR THE MASTER THOROUGHFARE PLAN AND TO UPDATE THE 10-YEAR CAPITAL IMPROVEMENT PLAN PURSUANT TO CHAPTER 395 OF THE TEXAS LOCAL GOVERNMENT CODE; PROVIDING AN EFFECTIVE DATE

WHEREAS, Chapter 395 of the Local Government Code requires a municipality that has imposed impact fees to review and update its land use assumptions and capital improvements plans at least every five (5) years; and

WHEREAS, pursuant to this requirement in chapter 395, the Town Council of the Town of Northlake, Texas, has determined that a public need and necessity exists for the Town to review and update the land use assumptions for the Master Throughfare Plan and to update the 10-year Capital Improvement Plan previously adopted by the Town; and

WHEREAS, the Town Council has determined that it is advisable and in the best interests of the Town to authorize the Town Manager to enter into an appropriate Professional Services agreement or an amendment to the Town's Master Agreement with Halff Inc for the review and update the land use assumptions for the Master Throughfare Plan and to update the 10-year Capital Improvement Plan; and

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF NORTHLAKE, TEXAS:

SECTION 1. All of the above premises are true and correct legislative and factual findings of the Town Council, and they are hereby approved, ratified and incorporated into the body of this resolution as if copied in their entirety.

SECTION 2. That the Town Council hereby authorizes the Town Manager to enter into an appropriate Professional Services agreement or an amendment to the Town's Master Agreement with Halff Inc for the review and update of the land use assumptions for the Master Throughfare Plan and to update the 10-year Capital Improvement Plan, provided that the total amount to be expended pursuant to this grant of authority shall not, in total, exceed the sum of \$60,000.

SECTION 3. This resolution shall be effective immediately upon passage.



TOWN OF NORTHLAKE, TEXAS
OFFICIAL RESOLUTION

PASSED AND APPROVED by the Town Council of the Town of Northlake, Texas, this 26th day of August 2021.

Town of Northlake, Texas

Attest:

David Rettig, Mayor

Mary J. Kayser, Town Secretary

ATTACHMENT “A” SERVICES

Town of Northlake Master Thoroughfare Plan and Roadway Impact Fee Study Update

This proposal defines the services to be performed by Halff Associates, Inc. in conjunction with updating the Northlake Master Thoroughfare Plan and the Town’s Roadway Impact Fees. Our Services include the following:

1. Master Thoroughfare Plan Update

Establishing a Master Thoroughfare Plan is an important tool to help guide future transportation planning decisions in a Town with different stakeholders and interests. A master thoroughfare plan establishes clear expectations on roadway design elements including right-of-way, number of lanes, and lane widths.

- a. Evaluate existing and future transportation roadway conditions using available traffic count data as well as NCTCOG Model data
 - i. Existing/Future Level of Service Map
 - ii. Town, NCTCOG, and TxDOT Roadway Projects Map
- b. Review existing and future land use plan.
- c. Update land use plan based on proposed development.
 - i. Review with Town staff before use in future analysis
- d. Review existing and future land use in NCTCOG Model.
- e. Adjust roadway cross sections based on travel demand model, if necessary.
- f. Review functional classifications and roadway design standards as identified in the Town of Northlake Engineering Design Manual.
- g. Incorporate Context Sensitive Design Elements based on land use context zones (Urban, Suburban, Rural, and Industrial)
 - i. Elements can include but are not limited to bicycle facilities, trails, parking, and landscaping to roadway cross sections.

Deliverable: Master Thoroughfare Plan Report and Map

2. Roadway Impact Fee Study

Impact Fees are a mechanism for funding the public infrastructure necessitated by new development. Impact fees are meant to recover the incremental cost of the impact of each new development creating new infrastructure needs, particularly the increased capacity along arterial and collector roadways. The purpose of this study is to identify the fee per unit of new development necessary to fund these improvements in accordance with the enabling legislation, Chapter 395 of the Texas Local Government Code.

- a. Determine project status changes that have occurred since previous plan in 2016
- b. Review future land use plan and potential buildout determined in Phase 1, Master Thoroughfare Plan Update
- c. Determine amount of growth for the next 10 years (2021-2031) and infrastructure needed to support 10-year growth
 - i. Develop Capital Improvement Plan (CIP)

- d. Develop vehicle trips/miles for existing development, 10-year growth, and ultimate build out
- e. Determine the maximum fee per service unit
- f. Develop roadway impact fees for the 10-year CIP

Deliverable: Roadway Impact Fee Study Report

Note: Master Thoroughfare Plan and Roadway Impact Fee Study Report to be submitted as one document.

3. Engagement

Chapter 395 of the Texas Local Government Code stipulates a specific process for the adoption of Street Impact Fees. An Advisory Committee is required to review the Land Use Assumptions and CIP used in calculating the maximum fee, and to provide the Committee's findings for consideration by the Town Council. This Advisory Committee also reviews the Street Impact Fee ordinance and provides its findings to the Town Council. The composition of the Advisory Committee is required to adequately represent the building and development communities.

- a. Presentation to Capital improvements Advisory Committee
- b. Public Hearings (maximum of three)
- c. Council Meetings (maximum of four)
- d. Assisting Town Attorney with Ordinance Adoption

ATTACHMENT “B” COMPENSATION

Town of Northlake Mater Thoroughfare Plan and Roadway Impact Fee Study Update

This Attachment “B” further defines the basis of compensation to the Consultant for the services rendered.

1. **Master Thoroughfare Plan Update:** The fee for services as described in Attachment “A” will be **\$30,000** which includes printing, direct costs and computer charges normally associated with production of these services.
2. **Roadway Impact Fee Study Update:** The fee for services as described in Attachment “A” will be **\$20,000** which includes printing, direct costs and computer charges normally associated with production of these services.
3. **Engagement:** The fee for services as described in Attachment “A” will be **\$10,000** which includes printing, direct costs and computer charges normally associated with production of these services.
4. **Miscellaneous Services:** The fee for additional services not provided herein will be negotiated based on the scope of work and included in a contract amendment.

Items 1 through 3 will be billed lump sum monthly based on percent completion of the tasks and may include partial payments of the total amounts designated for each of the items.

The total maximum fee for all services is **\$60,000**.

NORTHLAKE MAYOR AND COUNCIL COMMUNICATION

DATE: AUGUST 12, 2021

REF. DOC.:

SUBJECT: CONTINUE WITH DECLARATION OF LOCAL AND PUBLIC HEALTH
EMERGENCY APRIL 23, 2020



TOWN OF NORTHLAKE COUNCIL ITEM NO. 6

DATE: AUGUST 26, 2021

ITEM: EXECUTIVE SESSION



TOWN OF NORTHLAKE COUNCIL ITEM NO. 7

DATE: AUGUST 26, 2021

ITEM: OPEN SESSION



TOWN OF NORTHLAKE COUNCIL ITEM NO. 8

DATE: AUGUST 26, 2021

ITEM: ADJOURNMENT



