

# *City of Bullard, Texas*

## **ANNUAL BUDGET**

**Fiscal Year 2024-25**



***"Make our small town your hometown."***



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished*  
*Budget Presentation*  
*Award*

PRESENTED TO

**City of Bullard**  
**Texas**

For the Fiscal Year Beginning

**October 01, 2023**

*Christopher P. Monill*

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented an award for Distinguished Budget Presentation to the City of Bullard for its annual budget for the fiscal year beginning October 1, 2023. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan and as a communications device. This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

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# City Manager Budget Message

Dear Honorable Mayor, City Council Members and Bullard Citizens:

I am pleased to present you the 2024-2025 budget for the City of Bullard. The budget was achieved through the work of all department heads and their diligence in working together for the Citizens of Bullard. The budget submitted is a balanced budget and encompasses expected revenues and estimated expenses based on historical data.

Instructions were given to staff to look at the future of Bullard when considering their proposals. The priority of this budget is to maintain Bullard's community spirit while planning for the inevitable growth we continue to see from the Tyler, Texas area. Staff strategically presented items that reflect those priorities and continue to provide the services our citizens expect and deserve.

## **Development**

Development in the City continues with 72 building permits issued this past fiscal year. Residential developments continue to grow with several subdivisions nearing completion, including Cherokee Ridge subdivision, Bullard Creek Ranch Phase III and Windsor Estates Phase IV. In the Meadows East subdivision, homes continue to be constructed. LePapillon has completed its second phase, and Three Doves Estates has completed its third phase. We have an exciting new development on the east side of Bullard. Vintage Oaks Unit 1 & Unit 2 subdivisions have begun construction. Three Doves Estates Phase IV and Oak Valley Estates will begin construction in FY 2025. Commercial growth continues to be desired for tax relief on the residential sector. Our sales tax numbers continue to increase each year at an average of 12.05% annually.

## **Quality of Life**

We continue to ramp up our efforts for quality of life in Bullard by partnering with the Bullard Rotary Club for additions and improvements to the Bullard Kids' Park. We are excited about our Special Needs Park addition to the Bullard Kids' Park. Another area of high interest over the last couple of years has been our City hosted events. We have expanded our Magic on Main Christmas Event to a two-day event. This year's budget reflects our efforts to continue to meet the desires of our family-oriented community when it comes to events and activities.

## **Revenue**

The General Fund's revenue mainly consists of sources including property tax, sales tax, franchise fees and permit revenues. Market and certified values from the appraisal districts increased again this year. If the tax rate were to remain the same, the net revenue from property tax would increase compared to last year's budget. With the level of growth in our property values for this year, we were able to decrease the Maintenance and Operation portion of the budget by a little less than one-half of a cent. The Interest and Sinking rate will be 0.303661 for an overall Tax Rate of 0.557822. Sales tax projections are conservative and show an increase compared to last year's budget. Franchise fees continue to increase as a result of the steady residential growth.

## Expenditures

Our goal is always to provide successful service to our citizens as we continue to see unprecedented growth in our City. The increase in expenditures continues to be focused around water, wastewater, streets, drainage, parks, and public safety. The City continues to show its support for the police department by budgeting the addition of another officer needed because of the growth in the City. Over the last decade, infrastructure improvements have always been the top priority and that remains a focus this year. Projects in the near future include street improvements on the east side as well as improving drainage within the City. We continue to add technology-based functions when possible to help with processes, man hours and overhead costs. Third party partnerships and contracts allow us to continue to focus on our future and remain financially viable for years to come.

## Vision

A Vision/Planning workshop continues to help direct staff in the planning of future priorities. This brainstorming process helped create a list of strategies and priorities that can be used for short-term and long-term budgeting.

Focuses and priorities included, but weren't limited to:

- Economic Development
- Quality of Life (Parks, Events, Recreation Facilities)
- Succession Plan for Retirees
- Training for Staff
- New Wastewater Plant
- Street and Drainage Improvement Plan

Wastewater infrastructure, especially a new wastewater plant is on the top of our priority list as we have moved into the first phase of acquiring property. Planning financially for this large of a project will be a challenge to say the least, but I have confidence in our leadership and our strategy to complete this plant with the least amount of impact to our citizens and business owners. This will be accomplished with decisions made every week regarding details and dollars.

## Summary

City Government is the closest form of government to people. It also has the most impact on our citizens' daily lives and the City staff takes this seriously. This budget achieves the goals of Council while pursuing safety and enhancing the quality of life that our Bullard families deserve.

Respectfully submitted,

Pam Frederick  
City Manager



**Mayor**

Shirley Coe



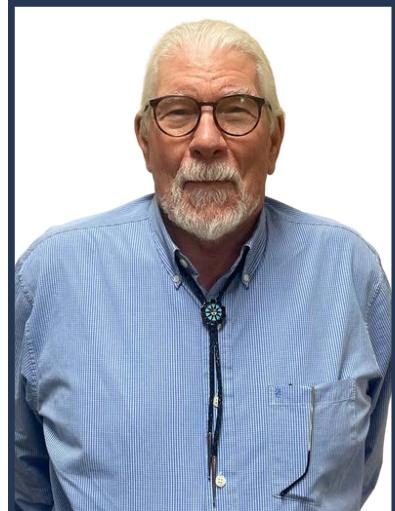
**Mayor Pro Tem**

Mark Anderson



**Councilmember**

Glen Cowart



**Councilmember**

Charles Redwing



**Councilmember**

Wesley Smith



**Councilmember**

Lane McDaniel

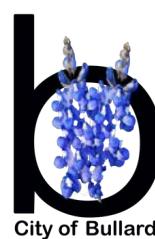
# City of Bullard

The Annual Budget for the 2024-25 fiscal year was approved by the Bullard City Council on September 10, 2024.

**In accordance with the passage of S.B. No. 656, Local Government Code, Sec. 102.007, was amended to require that an adopted municipal budget must contain a cover page that includes the following information:**

*"This Budget will raise more revenue from property taxes than last year's budget by an amount of \$278,200.00 which is a 10.04% increase from last year's budget. The property tax revenue to be raised from new property added to the tax roll this year is \$173,823.33."*

| Property Tax Rate Comparison             | 2023-24     | 2024-25     |
|--|-------------|-------------|
| Adopted Property Tax Rate                | 0.562456    | 0.557822    |
| No New Tax Rate                          | 0.528521    | 0.529514    |
| No New Maintenance & Operations Tax Rate | 0.250043    | 0.245567    |
| Voter Approval Tax Rate                  | 0.572427    | 0.568471    |
| Debt Rate                                | 0.303662    | 0.303661    |
| Total Municipal Dept Obligations         | \$1,831,625 | \$1,768,295 |





**City Manager**  
Pam Frederick



**Finance Director**  
Sonja Richey



**Director of Communications**  
Raiven Allen



**City Secretary**  
Doris Crockett



**Utility Director**  
David Wells



**Municipal Court Judge**  
Frank Dobrovolny



**Chief of Police**  
Jeff Bragg



**Human Resources Director**  
Maria Moreira



**Code Compliance Officer**  
Danny Ray



**Support Services  
Lieutenant**  
Chase Berryhill



**Operations  
Lieutenant**  
John Hill



**Detective  
Sergeant**  
Judith Tuell



**Patrol Sergeant**  
Jennifer Gillham



**Patrol Sergeant**  
Robert Mitchell



**Patrol Corporal**  
Ryan Brown



**Patrol Officer**  
Chris Roberts

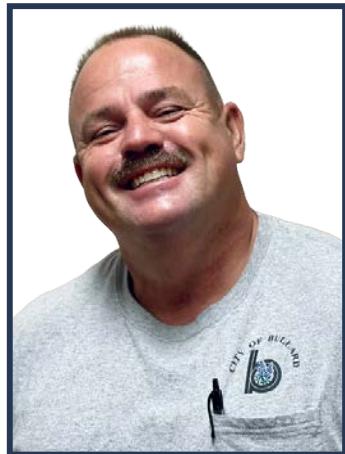
**Patrol Officer**  
Hunter Bearden



**Administrative Assistant**  
Debi Alexander

**Support Services Assistant**  
Maria Molina

**Court Clerk**  
Diana Folmar



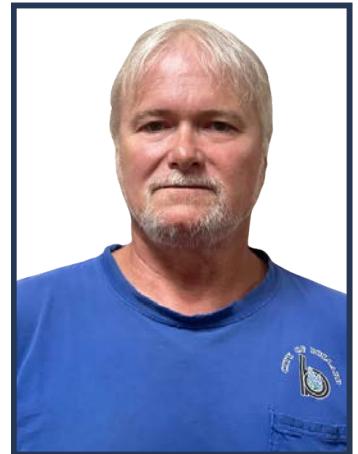
**Water Department  
Supervisor**  
Wayne Pelton



**Wastewater  
Supervisor**  
Judah Santana



**Street Department  
Supervisor**  
Joey Heyder



**Water  
Department**  
Shannon Blakeney



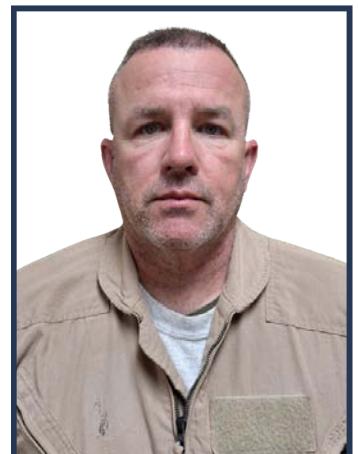
**Water Department**  
Stephen Garrett



**Wastewater  
Department**  
Joshua Kincade



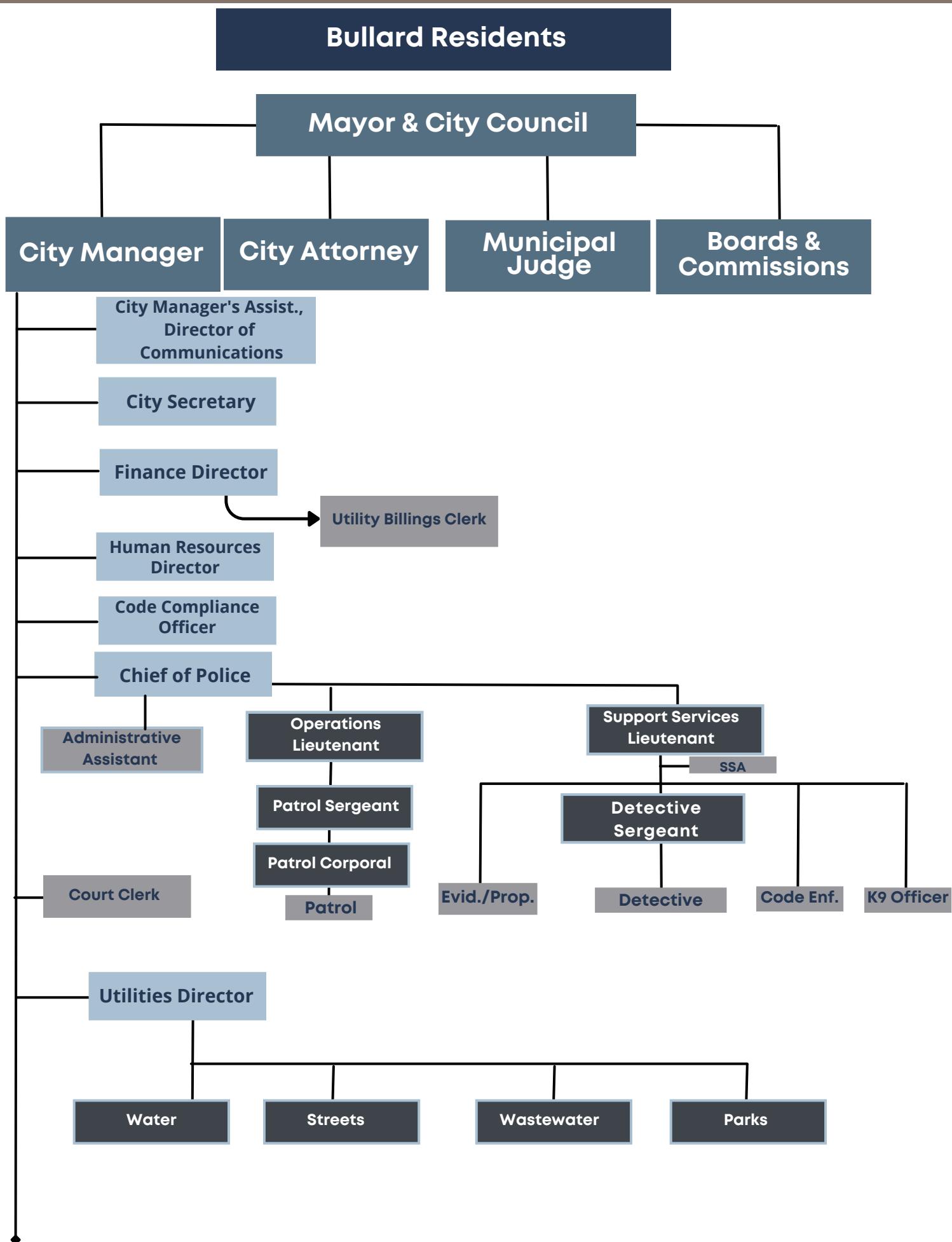
**Wastewater  
Department**  
Thomas Wilson



**Street Department**  
William Grammer



**Utility Billing Clerk**  
Aida Cruz



# Full time Equivalency Schedule

| Full Time Equivalency Schedule              |                 |                 |                 |                  |                         |
|---|-----------------|-----------------|-----------------|------------------|-------------------------|
| Staffing                                    | Actual FY 21-22 | Actual FY 22-23 | Actual FY 23-24 | Adopted FY 24-25 | Difference 2024 to 2025 |
| General Fund                                |                 |                 |                 |                  |                         |
| <b>Administration</b>                       |                 |                 |                 |                  |                         |
| City Manager                                | 1               | 1               | 1               | 1                | 0                       |
| City Secretary                              | 1               | 1               | 1               | 1                | 0                       |
| Finance Director                            | 1               | 1               | 1               | 1                | 0                       |
| Human Resources Director                    | 1               | 1               | 1               | 1                | 0                       |
| Permits/Code Enforcement Director           | 1               | 1               | 1               | 1                | 0                       |
| Communications Director                     | 1               | 1               | 1               | 1                | 0                       |
| <b>Total Adminstration FTE</b>              | <b>6</b>        | <b>6</b>        | <b>6</b>        | <b>6</b>         | <b>0</b>                |
| <b>Police Department</b>                    |                 |                 |                 |                  |                         |
| Chief of Police                             | 1               | 1               | 1               | 1                | 0                       |
| Lieutenant                                  | 1               | 2               | 2               | 2                | 0                       |
| Sergeant                                    | 2               | 3               | 2               | 3                | 1                       |
| Detective                                   | 1               | 1               | 1               | 1                | 0                       |
| K-9 Officer                                 | 1               | 1               | 1               | 0                | -1                      |
| SRO Officer                                 | 2               | 1               | 1               | 0                | -1                      |
| Patrol Officer                              | 4               | 4               | 5               | 6                | 1                       |
| Police Secretary                            | 1               | 1               | 1               | 1                | 0                       |
| Warrant/Admin Assistant                     | 1               | 1               | 1               | 1                | 0                       |
| <b>Total Police Department-FTE</b>          | <b>14</b>       | <b>15</b>       | <b>15</b>       | <b>15</b>        | <b>0</b>                |
| <b>Municipal Court</b>                      |                 |                 |                 |                  |                         |
| Court Clerk                                 | 1               | 1               | 1               | 1                | 0                       |
| Part-time Clerk                             | 0               | 0               | 0               | 1                | 1                       |
| <b>Total Municipal Court-FTE</b>            | <b>1</b>        | <b>1</b>        | <b>1</b>        | <b>2</b>         | <b>1</b>                |
| <b>Streets</b>                              |                 |                 |                 |                  |                         |
| Maintenance Technician                      | 2               | 2               | 2               | 2                | 0                       |
| Part-time Summer Hands                      | 1               | 1               | 1               | 1                | 0                       |
| <b>Total Streets Department-FTE</b>         | <b>3</b>        | <b>3</b>        | <b>3</b>        | <b>3</b>         | <b>0</b>                |
| <b>Total General Fund</b>                   | <b>24</b>       | <b>25</b>       | <b>25</b>       | <b>26</b>        | <b>1</b>                |
| <b>Utility Fund</b>                         |                 |                 |                 |                  |                         |
| Water                                       |                 |                 |                 |                  |                         |
| Water Supervisor                            | 1               | 1               | 1               | 1                | 0                       |
| Maintenance Technician                      | 2               | 2               | 2               | 2                | 0                       |
| <b>Total Water Department-FTE</b>           | <b>3</b>        | <b>3</b>        | <b>3</b>        | <b>3</b>         | <b>0</b>                |
| <b>Wastewater</b>                           |                 |                 |                 |                  |                         |
| Utilities Director                          | 1               | 1               | 1               | 1                | 0                       |
| Wastewater Supervisor                       | 1               | 1               | 1               | 1                | 0                       |
| Maintenance Technician                      | 1               | 1               | 1               | 2                | 1                       |
| <b>Total Wastewater Department-FTE</b>      | <b>3</b>        | <b>3</b>        | <b>3</b>        | <b>4</b>         | <b>1</b>                |
| <b>Utility Billing</b>                      |                 |                 |                 |                  |                         |
| Utility Clerk                               | 1               | 1               | 1               | 1                | 0                       |
| <b>Total Utility Billing Department-FTE</b> | <b>1</b>        | <b>1</b>        | <b>1</b>        | <b>1</b>         | <b>0</b>                |
| <b>Total Utility Fund</b>                   | <b>7</b>        | <b>7</b>        | <b>7</b>        | <b>8</b>         | <b>1</b>                |
| <b>Total Primary Government Fund</b>        | <b>31</b>       | <b>32</b>       | <b>32</b>       | <b>34</b>        | <b>2</b>                |

In the Police Department, a Sergeant's position was added and the K-9 position was removed. The part-time SRO Officer position was removed and a full-time Patrol Officer's position was added. A part-time clerk was added in the court. A maintenance technician's position was added in the wastewater department.

## Highlights

The priority for this fiscal year has been to maintain quality service while observing prudent spending practices. In order to accomplish this, the following highlights for the upcoming year are:

- Balanced budget, with total revenues plus Fund Balances equal to or greater than total expenditures
- Property tax rate decreased to 0.557822 cents per \$100 assessed value
- Total City budget is \$8,001,170 including internal transfers.
- General Fund budget is \$3,240,500
- Increased and sustained funding for equipment

## Strategic Staffing and Resource Planning

The fiscal year 2024-25 budget includes a merit-based increase for the employees based on individual performance.

## Major Operating Budget Items

The total budget for all funds is \$8,001,170. As can be seen from the data below, personnel costs are a major budget item for the City of Bullard, as local government is a service business which is highly dependent on personnel to deliver services, unlike businesses that sell or manufacture products. Major budget items include:

| <b>General Fund</b>       |             |
|---------------------------|-------------|
| Salaries & Benefits       | \$2,190,700 |
| <b>Utility Fund</b>       |             |
| Salaries & Benefits       | \$564,850   |
| <b>Solid Waste Fund</b>   |             |
| Solid Waste Disposal Cost | \$500,000   |
| <b>Debt Service Funds</b> |             |
| Principal Payment         | \$1,563,826 |
| Interest Payment          | \$203,969   |

## Total Combined Expenditures

The fiscal year for the City of Bullard begins on October 1 and ends on September 30. The Bullard City Council approved the fiscal year 2024-25 budget with a total combined expenditure budget of \$7,626,495, which includes funding for both operating and capital purposes.

This amount represents a \$152,870 or 2.1% increase from the prior fiscal year. Expenditures are budgeted to be \$374,675 less than revenues. Operating budgets are balanced for fiscal year 2024-25, with total revenues plus fund balances equal to or greater than total expenditures.

| Total Combined Expenditures |                      |                      |                              |
|-----------------------------|----------------------|----------------------|------------------------------|
| Fund                        | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 | Percent Change to<br>2024-25 |
| General Fund                | \$3,081,300          | \$3,240,500          | 5.2%                         |
| Utility Fund                | \$2,528,100          | \$2,587,600          | 2.4%                         |
| Technology Fund             | \$5,000              | \$4,500              | -10.0%                       |
| Security Fund               | \$5,500              | \$5,000              | -9.1%                        |
| Child Safety Fund           | \$4,000              | \$4,000              | 0.0%                         |
| Court Time Payment Fund     | \$3,500              | \$3,500              | 0.0%                         |
| Court Truancy Prevention    | \$5,500              | \$5,000              | -9.1%                        |
| Court Jury Fund             | \$100                | \$100                | 0.0%                         |
| PEG Fee Fund                | \$9,000              | \$8,000              | -11.1%                       |
| Interest & Sinking Fund     | \$1,831,625          | \$1,768,295          | -3.5%                        |
| <b>Total</b>                | <b>\$7,473,625</b>   | <b>\$7,626,495</b>   | <b>2.1%</b>                  |

## Total Combined Revenue

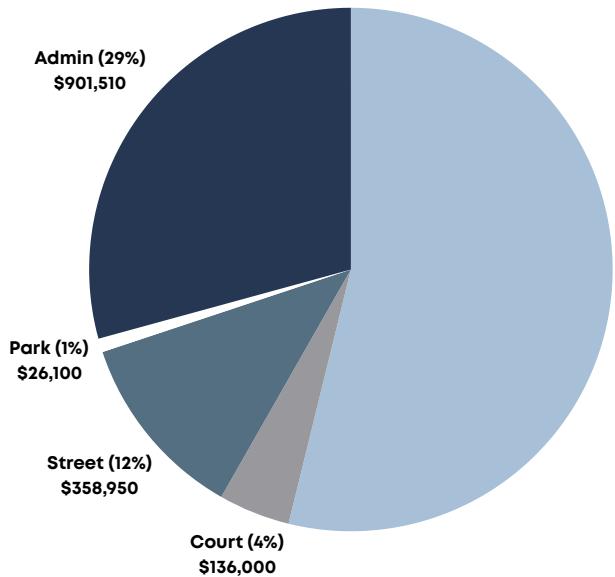
The total combined revenue budget for fiscal year 2024-25 totals \$8,001,170 which is a \$758,100 or 10.5% increase from fiscal year 2023-24.

| Total Combined Revenue   |                      |                      |                              |
|--------------------------|----------------------|----------------------|------------------------------|
| Fund                     | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 | Percent Change to<br>2024-25 |
| General Fund             | \$3,081,300          | \$3,240,500          | 5.2%                         |
| Utility Fund             | \$2,649,100          | \$3,077,600          | 16.2%                        |
| Technology Fund          | \$5,000              | \$4,500              | -10.0%                       |
| Security Fund            | \$5,500              | \$5,000              | -9.1%                        |
| Child Safety Fund        | \$4,000              | \$4,000              | 0.0%                         |
| Court Time Payment Fund  | \$3,500              | \$3,500              | 0.0%                         |
| Court Truancy Prevention | \$5,500              | \$5,000              | -9.1%                        |
| Court Jury Fund          | \$100                | \$100                | 0.0%                         |
| PEG Fee Fund             | \$9,000              | \$8,000              | -11.1%                       |
| Interest & Sinking Fund  | \$1,480,070          | \$1,652,970          | 11.7%                        |
| <b>Total</b>             | <b>\$7,243,070</b>   | <b>\$8,001,170</b>   | <b>10.5%</b>                 |

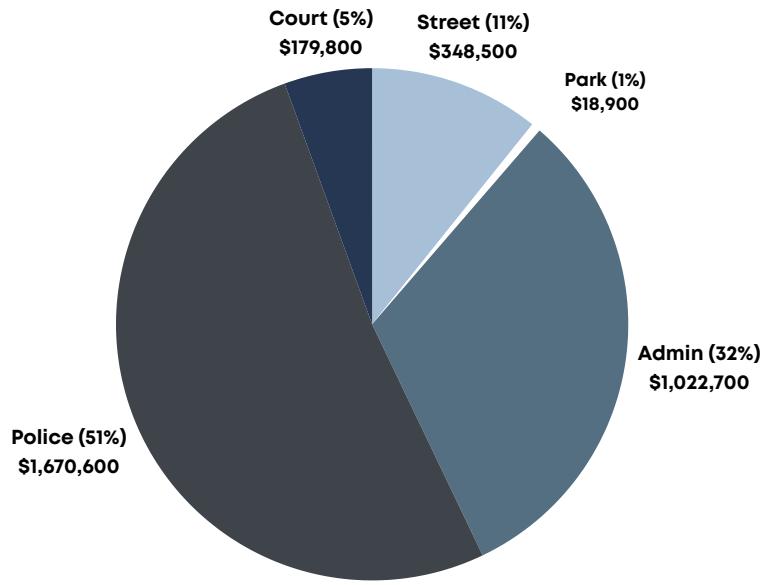
## General Fund Expenditures

The General Fund is the general operating fund of the City. General Fund expenditures for fiscal year 2024-25 are projected to be \$3,240,500 which is a 5.2% increase over fiscal year 2023-24.

### FY 2023-24 Budget



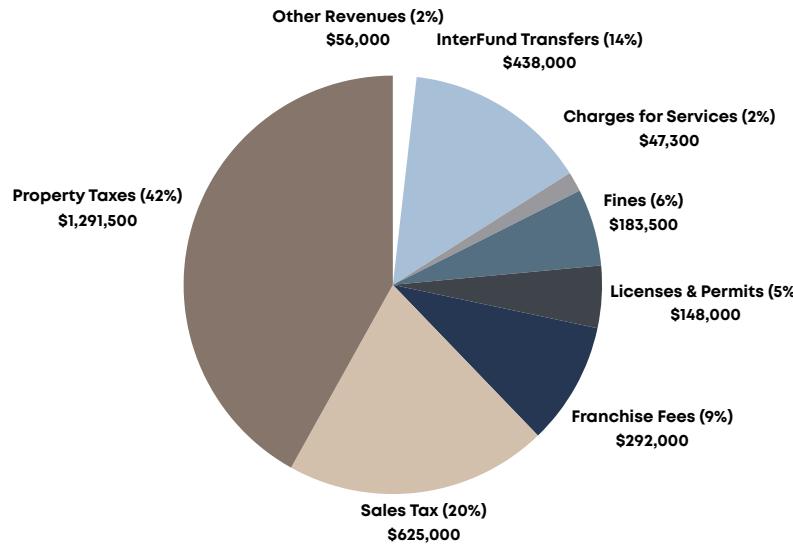
### FY 2024-25 Budget



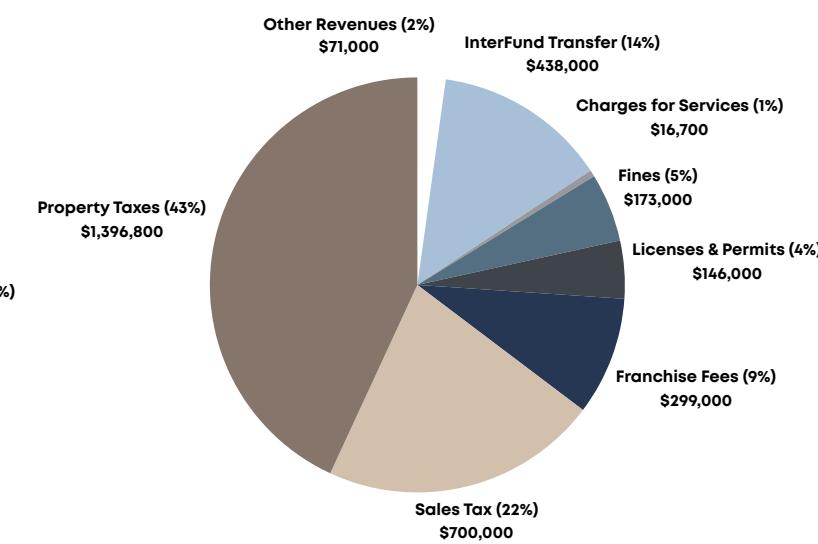
## General Fund Revenues

General Fund revenues for fiscal year 2024-25 are expected to total \$3,240,500 a 5.2% increase from last fiscal year.

### FY 2023-24 Budget



### FY 2024-25 Budget



## Property Tax

Property tax revenues for fiscal year 2024-25 are forecasted to total \$3,049,770 a 10.0% revenue increase over the prior fiscal year. Bullard experienced growth in assessed property valuation. According to the Smith & Cherokee County Appraisal Districts, the 2024 certified taxable value for the City of Bullard is \$628,575,897. This represents a 13.6% increase in valuation over the 2023 certified taxable value. The overall property tax rate decreased to \$0.557822 cents per \$100 of property valuation.

## Sales Tax

Sales tax revenues for the fiscal year 2024-25 are forecasted to total \$700,000 an increase of 12% over fiscal year 2023-24. The City imposes a local option sales tax of 1.5% on all retail sales, leases and rentals of most goods, as well as taxable services. Out of the 1.5%, 1% is for general purposes and is recorded in the General Fund, and 0.5% is for the economic development and considered as revenue for the Bullard Economic Development Corporation.

## Utility Fund

The Utility Fund expenses for fiscal year 2024-25 are projected to be \$2,587,600 which is a 2.4% increase over fiscal year 2023-24. Solid Waste rates will increase over fiscal year 2023-24 due to the cost of service from Republic Services increasing for fiscal year 2024-25.

## Fund Balance

One unrestricted measure of a city's financial strength is the level of its fund balance. The City's estimated unrestricted fund balance in the General Fund is projected to be approximately \$1,481,264 as of September 30, 2025. This decrease was the result of the Main Street improvement project being completed and expensed. The City's Utility Fund is projected to have an unrestricted cash balance of approximately \$3,154,829 at the end of fiscal year 2024-25. This increase is the result of a budgeted surplus intended to build up the reserve for emergencies and future needs, as well as population growth resulting in an increase to utility revenues.

## Conclusion

The City of Bullard, Texas continues to be financially strong. Over the years, through sound fiscal management, the City has positioned itself well to cope with growth, create a positive atmosphere for economic development, and provide greater flexibility on budgetary issues. The City is able to balance revenues and expenses and continue to maintain a high level of services.

As the City continues to grow, we must continue to focus on streamlining the City's operations and lowering costs. The budget for fiscal year 2024-25 is committed to maintaining current programs and making good financial decisions.

The Fiscal Year 2024-25 Annual Budget asserts our commitment to meet and exceed our community's highest priority expectations.

## Quality of Life

- Continue partnerships for recreational activities
- Pursue plans and funding for shared use path and safe routes to school

## Operational Excellence

- Implement better facility security for operations area of City Hall and City Parks
- Provide active shooter training for City of Bullard Team and partnering entities

## Community Safety

- Continue to pursue the most up to date technical equipment for security of our community
- Pursue and maintain low crime rates in comparison to neighboring areas
- Maintain and upgrade playground equipment for safety and provide better lighting

## Sound Financially

- Provide funding and ways to promote commercial and industrial growth
- Continue fiscal responsibility while balancing revenues and expenses
- Review the permit and inspection fees and process

## Enhance Facilities & Infrastructure

- Secure location of a new wastewater plant for expansion
- Review and pursue processes to rehabilitate sewer mains throughout the City
- Implement process for street improvements throughout the city.

## Economic Development Direction

- Increase activity from EDC Committee
- Stay involved with State Legislature to promote small cities and their importance of local decisions

We had a Vision/Planning workshop to help in the planning of future priorities. This list of strategies and priorities was created from the brainstorming process during the workshop.

## Departments' Budget

**May:** Departments submit budgets to Finance; Budgets reviewed; Budget meetings between Finance & department heads

## Planning

**April:** General planning & Council's input; Departments work on their individual budget needs

## City Council's Budget

**August 2:** Proposed Budget Presented

**August 27:** Public hearing

**September 10:** Public Hearing and adoption of tax rate and adoption of budget. The public hearing gives the public a chance to voice their opinions on the budget.

## Amending the Budget

Budget amendments must be submitted to the City Council for approval and an ordinance adopted.

## Adopted Budget

**October 1:** Fiscal year begins; implementation of adopted budget

**January 31:** Distribute final printed budget book

## City Manager's Budget

**June - July:** Revenue and expenditure estimate adjustments

**July 25:** Receive certified tax roll; calculate no-new- revenue and voter-approved tax rate

**July 30:** Budget Workshop

**August 13:** Council sets tax rate ceiling and schedules public hearings (record vote)

## Information Technology

### ***Pronet Solutions Corp***

The City contracts an independent technology consultant to provide IT management services to all City departments, including network administration, hardware installation & support, & systems support on an as needed basis.

## Payroll

### ***Netchex***

In partnership with City of Bullard Human Resources & Finance Departments, provides payroll related services.

## Building Inspections

### ***Jody Watson***

Provides plan reviews & inspections for compliance with all City building codes such as electrical, plumbing, etc. for all residential & commercial construction in the City.

## Engineering

### ***Capco Engineering, Inc.***

Contracted as the City Engineer for 19 years providing professional planning, engineering & architectural services for roads, parks, water & wastewater projects, Capital Improvement Plans & development, inspections of public improvements for streets, drainage, & utility construction projects.

## Attorney

### ***Robert Davis***

Serves as City Attorney, providing legal advice and services in all phases of City Business.

## Smith County

Provides services for all of the following functions: 911 Dispatch, Jail Services (for Smith County area of the city), Public Health, Tax Assessor & Collector, Property Appraisal (for Smith County area of the city)

## Cherokee County

Provides services for all property appraisal & jail services (for Cherokee County area of the City).

These are the City Council appointed Boards and Commissions for the City of Bullard. All meetings are held at Bullard City Hall located at 114 S Phillips, unless stated otherwise in the posted meeting notice.

**\*All meeting dates and times are subject to change. Please refer to the City of Bullard website for current date and times of all meetings.\***

### Bullard Economic Development Corporation

Type 4B. Leads, directs and coordinates the broad-based expansion of the City's business base, continuously enhancing the quality of life for the citizens of the Bullard area. There are 7 members; 2 year terms. The board meets as needed.

### Zoning Board of Adjustments

Serves as an appeals body for individuals seeking variances to the Zoning Ordinances or to a decision made by an administrative official enforcing the ordinance. There are 5 members; 2 year terms. The board meets as needed.

### Planning & Zoning Commission

Reviews and considers submitted site plans and plats; makes recommendations to City Council on Zoning Ordinance Amendments, Comprehensive Plan Amendments, Specific Use Permits and re-zoning requests. There are 7 members; 2 year terms. The board meets on the 4th Monday each month, as needed.

# *The story of Bullard...*

is unique and dynamic, two words that still embody what Bullard is today. The Bullard area is located in the southwestern part of Smith County and the northeastern part of Cherokee County. The town began when John Henry and Emma Eugenia Erwin Bullard acquired land in 1870 and engaged in large scale farming. Once the railroad pass-through was added in 1883, John Henry Bullard established the town "Bullard" adjacent to the railroad.

The first post office opened in 1883, along with the opening of the first railroad station. The first three streets shortly followed in 1884. The center street that crossed the track became Main Street, with Emma Street to the north and Bois D'Arc Street to the south. The town had a community water well at the intersection of Main and the railroad tracks. The town began to grow and became an important shipping center for cotton, fruits and vegetables.

By the 1920s, Bullard had a bank, movie theater, a published newspaper, several general mercantile stores, two drug stores, two doctors, livery stables, several boarding houses, a crate factory, two cotton gins, several packing sheds, masonic lodge, several churches, a school and a community band. Bullard had also made a seven foot diameter tank jail that moved on wheels.



It was used to haul chain gangs to and from work, as well as hold prisoners until the sheriff came after them. Bullard had hit a high and was on a path of growth. Then several setbacks happened, including the Depression, a bank failure and a fire which permanently closed many of the businesses, leaving the City's future uncertain. In the mid-1940s it seemed as though Bullard would also lose the school. No new houses had been built in years. Growth had stalled out, but Bullard didn't die!

The town pulled itself up by its busted boot straps, came together and became one of the quickest growing small towns in East Texas. The town incorporated in 1948 and elected a city council along with first mayor Jap Jones, emboldened with a vision to steer the town to a more populous, prosperous future.



In 1950, the council completed their first major project, a \$50,000 water system. At last, Bullard homes and businesses could enjoy indoor plumbing. The town organized to save the school and build new homes to attract more residents.

In 1962, the town voted to issue \$175,000 in revenue bonds for a gas system, as well as \$25,000 in bonds to improve the water system.

In 1977, the sewer system at last became a reality. Bullard has continued to grow at a steady pace through the 1980's and 1990's. New platted residential subdivisions started to become part of the landscape as the desire for Bullard ISD, and later Brook Hill School, grew.

During the early 2000's, growth continued to be a constant as Bullard more than doubled in population from 1150 to 2463. The community's subdivisions include public, private, gated and non-gated neighborhoods.

Homes in the City of Bullard are valued at the highest of any city in Smith and Cherokee Counties. The population growth has not slowed as we approach the year 2025.

Now there is a new Bullard Kid's Park and other quality of life features that families have come to enjoy. Commercial activity is now on the rise as retail shops and restaurants are opening to support the Bullard residents.

## Quality of Life

Here in Bullard, Texas, we take great pride in the community that we have. The quality of life in Bullard is a result of a variety of living areas, the award-winning school systems, and the wonderful events and countless recreational opportunities that we have throughout the year for our community.

### **Bullard Library**

The Bullard Library completed their renovation project in 2020. They offer many different service's including: Library Cards, Copy, Fax, & Notary Services, Computer & Internet Services, Technology Services, and a Meeting Room that is open to the public to reserve.

#### **FY 2024-25 Board Members**

President - Shannon McEuen

Vice President - Billy Jones

Secretary - Ila England

Treasurer - Ronda Jackson

Asst. Treasurer - Martha Dinwiddie

Member - Tammy Johnson

Member - Melanie McDade



*"The mission of the Bullard Community Library is to be a community resource for people of all ages, races, cultures, and abilities."*

### **Bullard Volunteer Fire Department**

The Bullard Fire Department introduced the Bullard Fire Jr. Firefighter Program in 2021. This program, for youth ages 14-18, is designed to give our youth an opportunity to experience the Fire/Rescue & EMS field, learn integrity & Leadership, life skills, physical fitness, & give them the opportunity to serve in the community.

#### **FY 2024-25 Board of Directors**

President - Mike Balfay

Treasurer - James McBride

Director - Patrick Mefferd

Director - David Hortman

Director - Greg Lugo



#### **FY 2024-25 Officers**

Chief - Peter Riley

Deputy Chief - Patrick Mefferd

Captain - Grady Grammer

Lieutenant Ops - Kaiden Simons



## Parks & Recreation



One of the greatest features that Bullard has to offer for kids and families is our great parks. We have two city-maintained public parks that create an excellent parks system. In 2020, the Rotary Club hosted their annual Park Work Day to add mulch and complete minor upkeeping.



In May 2024, the Rotary Club hosted the Grand Opening of the new All-Inclusive Special Needs addition to Bullard Kids' Park!



## **Top Employers:**

1. Bullard ISD
2. Brook Hill School
3. Bluebonnet Point Wellness
4. Brookshire Grocery Company
5. Helmerich & Payne, Inc.

## **Top Tax Payers:**

1. Helmerich & Payne, Inc.
2. Gladney Properties, LLC
3. Jason Campbell Custom Homes 5, LP
4. 7E TX 655 S. Doctor M Roper Pkwy Bullard, LLC
5. Brookshire Grocery Company
6. Residence Papillon, LLC
7. Oncor Electric Delivery
8. Green View Manor, LLC
9. Onetri Properties, LLC
10. Barbara S. Taylor Properties, LLC

## **Geographical Location:**

Shreveport, Louisiana - 111 Miles

Dallas, Texas - 113 Miles

Houston, Texas - 188 Miles

Austin, Texas - 215 Miles

2024 has been an eventful year for the City of Bullard. Although we always have room for improvement, we are proud of the work our employees have done this year. The Year in Review highlights the City's events and milestones achieved by the City as of December 2024.

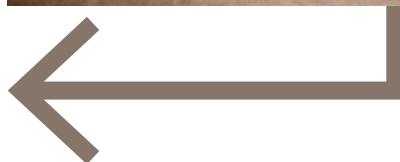


# January

Bullard Police Department held their 3rd Annual Police Department Awards Dinner. An evening filled with community, well-deserved recognition, and fun! .



# February



City officials attended the Annual Bullard Area Chamber of Commerce Awards Banquet and celebrated our local businesses!





# May

The City of Bullard celebrated 73 years of National Day of Prayer by hosting the 2024 Mayor's Prayer Breakfast. The 2024 National Day of Prayer theme was "LIGHT UP THE WORD - LIGHT UP THE WORLD." from 2 Samuel 22:29-31, "For you are my lamp, O Lord, and my God lightens my darkness. For by You I can run against a troop, and by my God I can leap over a wall. This God-his way is perfect; the word of the Lord proves true; He is a shield for all those who take refuge in Him."



The City of Bullard celebrates our great nation's independence on the Saturday before the Fourth of July every year with our Blast Over Bullard event. We have a lot of great activities for both parents and children, inflatable obstacle courses and inflatable water slides, local retail vendors to shop, and our favorite local food vendors to eat! We also showcase our great local artists on the main stage leading up to the best fireworks display in East Texas. The children get a chance to participate in the kid's bike brigade, with a patriotic decorating contest hosted by the Bullard Area Chamber of Commerce.



# October ←

The City of Bullard partnered with the Bullard Police Department to bring National Night Out back to the community. This year's turn out was well beyond past years! The Bullard Police Department was awarded First place in the Nation for areas less than 5,000 population - Congrats Bullard PD!



The City of Bullard and the Bullard Police Department joined local businesses to host Coptoberfest in Downtown Bullard.



# December ←

The first weekend in December, the City of Bullard hosted the 4th Annual Christmas Event - *Magic on Main*. The first night consisted of kid's activities including the popular Sled Snow hill, food vendors, shopping at our Mistletoe Market, Pictures with Santa, & the Annual Christmas Tree Lighting!



# Bullard Rotary Club

## Mission Statement

The mission of Rotary International is to provide service to others, promote integrity, and advance world understanding, goodwill, and peace through its fellowship of business, professional and community leaders.



## FY 2024-2025 Board Members

President - Mike Provencher

President Elect - Chris Young

Immediate Past President - Jay Lane

Secretary - Andy Reister

Rotary Foundation - Jay Lane

Treasurer - Paul Neuhaus

RYLA Coordinator - Jay Lane

Public Image - Paul Neuhaus



# Bullard Economic Development Corporation

The Bullard Economic Development Corporation (Bullard EDC) is a nonprofit 4B corporation, authorized by Section 4B of Article 5190.6 of the Texas Revised Civil Statutes Annotated, and governed by a Board of Directors of local business owners and residents. The Bullard EDC utilizes 1/2 of one percent of local sales tax to support economic growth and development.

## **Mission Statement**

It is our mission to foster growth that complements our small city. Bullard has a small-town atmosphere, while still fostering progress and making preparations for the future. A partnership between the Bullard EDC and outstanding business and local government leaders provide strong leadership.

### **FY 2024-25 Board of Directors**

**President - Tony Johnson**

**Matthew McKeethan**

**Hayden Ray**

**Dustin Wilkinson**

**Chris Young**

**Corey Santos**

**Coleman Reagan Kidd**



## **Objective**

The Bullard EDC is a growing catalyst for economic development welcoming new projects, businesses and job creation. It exists to promote all areas of Bullard's economy, from industrial, service and retail, to heritage tourism. Texas may be known for its big cities, but Bullard offers an extraordinary quality of life and business opportunities.

The City of Bullard, Texas, is advantageously located on Highway 69 in Smith and Cherokee Counties. Bullard is only minutes from Tyler, and a convenient driving distance from Dallas, which makes us a great place for a weekend getaway or a place of permanent residence.

## Bullard Masonic Lodge #785

Bullard lodge was chartered in 1896 By the Grand Lodge of Texas. The first WM was WB Beauchamp who served from 1897 to 1900.

### **FY 2024-25 Officers**

- Worshipful Master - Dustin Christopher
- Senior Warden - Scott Lewis
- Junior Warden - John Hendrix
- Treasurer - Michael Whisenhunt
- Secretary - Andrew Golub
- Chaplain- Dwayne Cooper
- Senior Deacon - Art Beard
- Junior Deacon - Jay Brooks
- Senior Steward - Gary Watkins
- Junior Steward - Dick Kinsey
- Marshal - Dee Merritt
- Master of Ceremonies - Jimmy Havron
- Tiler - Doug Scruggs



### **Objective**

- It is a voluntary association of men.
- It is a system of moral conduct.
- It is a way of life.
- It is a fraternal society.
- It is religious in its character.
- It teaches the Golden Rule.
- It seeks to make good men better men.
- It teaches morality through symbolism.
- It uses rites and ceremonies to instruct its members.
- It is based on a firm belief in the Fatherhood of God, the Brotherhood of Man, and the Immortality of the Soul.



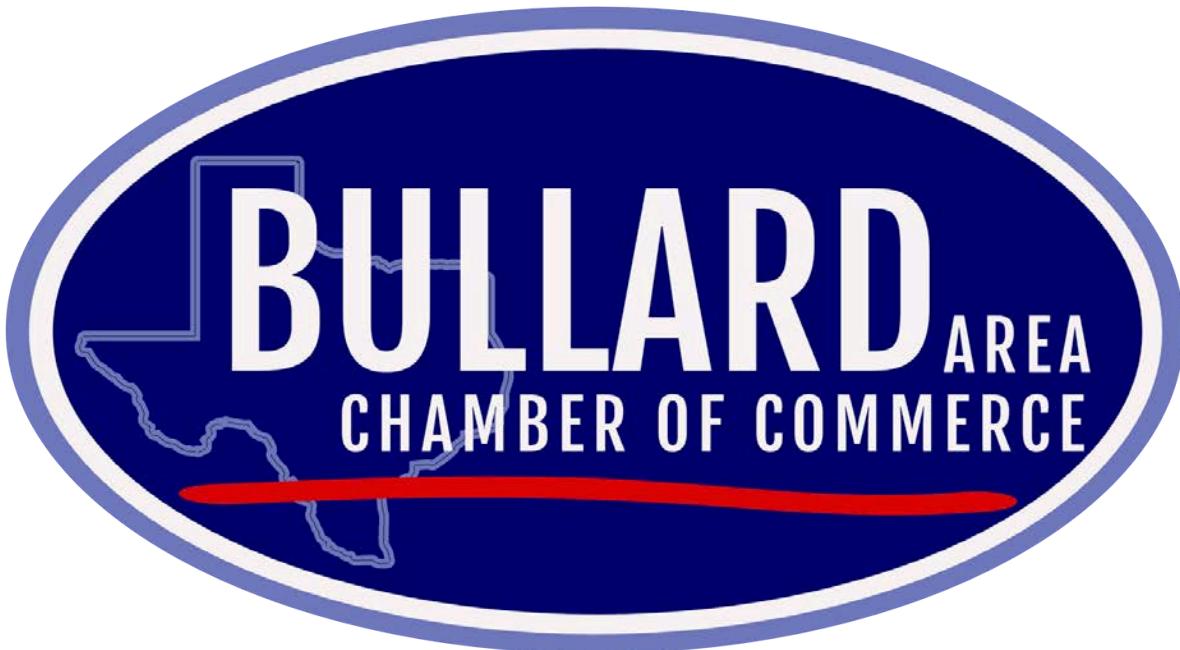
# Bullard Area Chamber of Commerce

## FY 2024-25 Officers

Chairperson: Jeff Bragg | Secretary: Chris Young | Treasurer: Baron Riddle

## FY 2024-25 Directors

Chris Cook | CJ Schultheis | Tiffany Fletcher | Nickie Thompson | Andy Reister



## **Mission Statement**

*The Bullard Area Chamber is organized to advance community welfare, advocate for business advancement, economic growth, and job creation. We promote our business community to grow and prosper to such an extent, the impact is felt throughout East Texas. By providing an environment that unites the entire membership to create a positive impact; our members, volunteers & friends all benefit.*

# Bullard Independent School District

## Vision

BISD leads the way in challenging students to develop into confident, determined citizens by:

- Empowering passionate, engaging educational guides and mentors
- Embracing innovative techniques and real life experiences
- Creating a supportive, unforgettable learning environment
- Expecting continuous growth and forward thinking



## Bullard ISD

| BISD Campus                    | 2021-22     | 2022-23     | 2023-24     | 2024-25     |
|--------------------------------|-------------|-------------|-------------|-------------|
| Bullard Early Childhood        | 267         | 258         | 271         | 255         |
| Bullard Primary                | 400         | 400         | 414         | 410         |
| Bullard Elementary             | 400         | 434         | 425         | 422         |
| Bullard Intermediate           | 435         | 435         | 431         | 451         |
| Bullard Middle School          | 424         | 460         | 483         | 472         |
| Bullard High School            | 805         | 848         | 891         | 895         |
| <b>Total Enrolled Students</b> | <b>2731</b> | <b>2835</b> | <b>2915</b> | <b>2905</b> |

## Mission Statement

Building relationships. Inspiring others. Serving our community. Developing character.

# The Brook Hill School

## Vision

The Brook Hill School is committed to training students to be confident in both their faith and their education. A Brook Hill education prepares them to read insightfully, think critically, solve problems logically, and communicate effectively within the framework of a Biblical worldview. Brook Hill students are encouraged to discuss ideas with genuine intellectual inquiry and Christian charity. A Brook Hill foundation equips them to make good decisions, grounded in the faith; to face the challenges of the real world, without being sheltered from them; and to impact others for God's glory.



**The Brook Hill School**  
Christ-Centered. College Prep.

| The Brook Hill School          |            |            |            |            |
|--------------------------------|------------|------------|------------|------------|
| Brook Hill Campuses            | 2021-22    | 2022-23    | 2023-24    | 2024-25    |
| Lower School                   | 356        | 378        | 388        | 394        |
| Middle/Upper School            | 406        | 436        | 456        | 504        |
| <b>Total Enrolled Students</b> | <b>762</b> | <b>814</b> | <b>844</b> | <b>898</b> |

## Mission Statement

*The Brook Hill School provides excellence in college preparatory education, affirms the gifts and challenges the potential of each student, and encourages students to honor God through Christ-like character.*

Accounts are organized on the basis of funds and each fund is considered to be a separate accounting entity. All Funds, both governmental and proprietary, are subject to appropriation. Governmental Funds use the modified accrual basis of accounting and Proprietary Funds use the accrual basis of accounting; the basis of budgeting is the same as basis for accounting.

Under the modified accrual basis, revenues are accrued if they are both measurable and available to finance governmental operations during the current fiscal year. Accrual basis accounting provides for recording revenues when earned and expenses when incurred. Fund summaries and descriptions are located on each Fund's page (see Table of Contents for locations).

## **Government Funds**

Modified Accrual Basis of Accounting

### **General Fund**

### **Special Revenue Funds**

- Court Technology Fund
- Court Security Fund
- Court Child Safety Fund
- Court Time Payment Fund
- Court Truancy Prevention Fund
- Court Jury Fund
- PEG Fee Fund

### **Debt Service Fund**

Interest & Sinking Fund

## **Proprietary Funds**

Accrual Basis of Accounting

### **Utility Fund**

## **Component Units**

Modified Accrual Basis of Accounting

### **Bullard Economic Development Corporation Fund**

# Where Your Dollar Goes - By Tax Entity

Emergency  
Services  
District #2  
**3.1%**

City of  
Bullard  
**24.9%**



Smith  
County  
**16.3%**

Bullard ISD  
**55.7%**

This financial information is based on the 2024 tax rates for each entity.

## City of Bullard



**24.9%**

Parks  
Department  
**.3%**

Administration  
**14.5%**

Debt Service  
**54.2%**



Municipal  
Court  
**2.5%**

Streets  
Department  
**4.9%**

Police  
Department  
**23.6%**

# Combined Summary of Revenues & Expenditures & Changes in Fund Balance

## City Council 2024-25 Annual Budget

Comparisons to 2023-24 Budget

2022-23 and 2021-22 Actual

|                               | Governmental Funds |                  |                 |                    |                   |                 |                    | Proprietary Fund   |
|-------------------------------|--------------------|------------------|-----------------|--------------------|-------------------|-----------------|--------------------|--------------------|
|                               | General            | Court Technology | Court Security  | Court Child Safety | Other Court Funds | PEG Fee Fund    | Interest & Sinking | Utility Fund       |
| <b>Beginning Fund Balance</b> | <b>\$1,481,264</b> | <b>-\$20,042</b> | <b>\$30,062</b> | <b>\$39,805</b>    | <b>\$25,185</b>   | <b>\$60,308</b> | <b>\$534,646</b>   | <b>\$2,664,829</b> |
| <b>Revenues</b>               |                    |                  |                 |                    |                   |                 |                    |                    |
| Property Tax                  | \$1,396,800        |                  |                 |                    |                   |                 | \$1,652,970        |                    |
| Sales Tax                     | \$700,000          |                  |                 |                    |                   |                 |                    |                    |
| Franchise Fees                | \$299,000          |                  |                 |                    |                   | \$8,000         |                    |                    |
| Licenses & Permits            | \$146,000          |                  |                 |                    |                   |                 |                    |                    |
| Fines & Foreitures            | \$173,000          | \$4,500          | \$5,000         | \$4,000            | \$8,600           |                 |                    |                    |
| Charges for Services          | \$16,700           |                  |                 |                    |                   |                 |                    | \$2,998,600        |
| Misc. Revenues                | \$71,000           |                  |                 |                    |                   |                 |                    | \$79,000           |
| Interfund Transfers           | \$438,000          |                  |                 |                    |                   |                 |                    |                    |
| <b>Total Revenues</b>         | <b>\$3,240,500</b> | <b>\$4,500</b>   | <b>\$5,000</b>  | <b>\$4,000</b>     | <b>\$8,600</b>    | <b>\$8,000</b>  | <b>\$1,652,970</b> | <b>\$3,077,600</b> |
| <b>Expenditures</b>           |                    |                  |                 |                    |                   |                 |                    |                    |
| Administration                | \$1,022,700        |                  |                 |                    |                   | \$8,000         |                    |                    |
| Police                        | \$1,670,600        |                  |                 |                    |                   |                 |                    |                    |
| Municipal Court               | \$179,800          | \$4,500          | \$5,000         | \$4,000            | \$8,600           |                 |                    |                    |
| Streets                       | \$348,500          |                  |                 |                    |                   |                 |                    |                    |
| Parks                         | \$18,900           |                  |                 |                    |                   |                 |                    |                    |
| Water                         |                    |                  |                 |                    |                   |                 |                    | \$1,045,050        |
| Wastewater                    |                    |                  |                 |                    |                   |                 |                    | \$894,150          |
| Solid Waste                   |                    |                  |                 |                    |                   |                 |                    | \$506,000          |
| Utility Billing               |                    |                  |                 |                    |                   |                 |                    | \$142,400          |
| Debt Service                  |                    |                  |                 |                    |                   |                 | \$1,768,295        |                    |
| <b>Total Expenditures</b>     | <b>\$3,240,500</b> | <b>\$4,500</b>   | <b>\$5,000</b>  | <b>\$4,000</b>     | <b>\$8,600</b>    | <b>\$8,000</b>  | <b>\$1,768,295</b> | <b>\$2,587,600</b> |
| <b>Adjustments</b>            |                    |                  |                 |                    |                   |                 |                    |                    |
| Net Change in Fund Balance    | \$0                | \$0              | \$0             | \$0                | \$0               | \$0             | -\$115,325         | \$490,000          |
| <b>Ending Fund Balance</b>    | <b>\$1,481,264</b> | <b>-\$20,042</b> | <b>\$30,062</b> | <b>\$39,805</b>    | <b>\$25,185</b>   | <b>\$60,308</b> | <b>\$419,321</b>   | <b>\$3,154,829</b> |

\*Balance sheet adjustments, long-term liabilities, depreciation and restricted cash.

## Major Governmental Funds

General Fund is the operating fund of the City. This fund is used to account for all financial resources not accounted for in other funds.

Interest & Sinking is used to account for the accumulation of financial resources for the payment of principal, interest and related costs on general long-term debt paid from taxes levied by the City.

Non-Major: The Court Technology, Court Security, Court Time Payment, Court Child Safety, Court Truancy Prevention, Court Jury and PEG Fee Funds are non-major special revenue funds.

## Combined Summary of Revenues & Expenditures & Changes in Fund Balance

City Council 2024-25 Annual Budget with comparisons to 2023-24 Budget, 2022-23 & 2021-22 Actual

| Total All Funds               |                      |                      |                      |                      |
|-------------------------------|----------------------|----------------------|----------------------|----------------------|
|                               | Budget<br>FY 2024-25 | Budget<br>FY 2023-24 | Actual<br>FY 2022-23 | Actual<br>FY 2021-22 |
| <b>Beginning Fund Balance</b> | <b>\$4,816,057</b>   | <b>\$5,046,612</b>   | <b>\$5,414,525</b>   | <b>\$2,868,495</b>   |
| <b>Revenues</b>               |                      |                      |                      |                      |
| Property Tax                  | \$3,049,770          | \$2,771,570          | \$2,630,825          | \$2,236,968          |
| Sales Tax                     | \$700,000            | \$625,000            | \$621,032            | \$571,477            |
| Franchise Fees                | \$307,000            | \$301,000            | \$291,066            | \$256,854            |
| Licenses & Permits            | \$146,000            | \$148,000            | \$132,481            | \$202,720            |
| Fines & Foreitures            | \$195,100            | \$207,100            | \$211,310            | \$187,333            |
| Charges for Services          | \$3,015,300          | \$2,642,400          | \$2,759,278          | \$2,654,506          |
| Misc. Revenues                | \$150,000            | \$110,000            | \$1,249,838          | \$161,956            |
| Interfund Transfers           | \$438,000            | \$438,000            | \$438,000            | \$435,000            |
| <b>Total Revenues</b>         | <b>\$8,001,170</b>   | <b>\$7,243,070</b>   | <b>\$8,333,830</b>   | <b>\$6,706,815</b>   |
| <b>Expenditures</b>           |                      |                      |                      |                      |
| Administration                | \$1,030,700          | \$910,510            | \$910,318            | \$836,404            |
| Police                        | \$1,670,600          | \$1,658,740          | \$1,604,400          | \$1,544,726          |
| Municipal Court               | \$201,900            | \$159,600            | \$135,345            | \$127,158            |
| Streets                       | \$348,500            | \$358,950            | \$2,277,610          | \$259,737            |
| Parks                         | \$18,900             | \$26,100             | \$9,886              | \$16,673             |
| Water                         | \$1,045,050          | \$1,137,650          | \$1,097,940          | \$886,299            |
| Wastewater                    | \$894,150            | \$782,050            | \$769,680            | \$689,647            |
| Solid Waste                   | \$506,000            | \$469,000            | \$418,026            | \$388,214            |
| Utility Billing               | \$142,400            | \$139,400            | \$112,801            | \$112,478            |
| Debt Service                  | \$1,768,295          | \$1,831,625          | \$1,245,661          | \$1,038,486          |
| <b>Total Expenditures</b>     | <b>\$7,626,495</b>   | <b>\$7,473,625</b>   | <b>\$8,581,667</b>   | <b>\$5,899,823</b>   |
| <b>Adjustments</b>            |                      |                      |                      |                      |
| Net Change in Fund Balance    | \$374,675            | -\$230,555           | -\$367,913           | \$2,546,029          |
| <b>Ending Fund Balance</b>    | <b>\$5,190,732</b>   | <b>\$4,816,057</b>   | <b>\$5,046,612</b>   | <b>\$5,414,525</b>   |

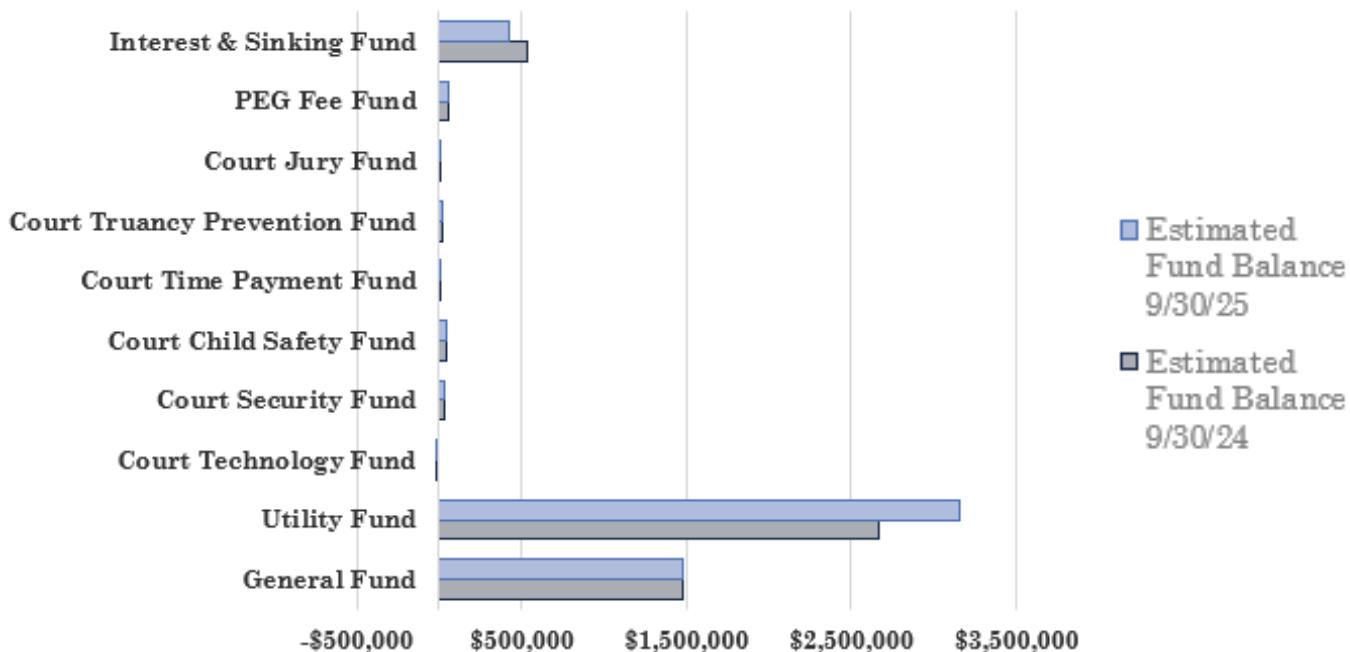
### Proprietary Funds

Utility Fund is used to account for the operations of the water and wastewater system and solid waste.

# Revenues, Expenditures & Fund Balances

| Fund                          | Estimated Fund Balance 9/30/24 | Revenues FY 2024-25 | Expenditures FY 2024-25 | Net +/- (Decrease) | Estimated Fund Balance 9/30/25 | Percent of Changes in Fund Balance |
|-------------------------------|--------------------------------|---------------------|-------------------------|--------------------|--------------------------------|------------------------------------|
| General Fund                  | \$1,481,264                    | \$3,240,500         | \$3,240,500             | \$0                | \$1,481,264                    | 0%                                 |
| Utility Fund                  | \$2,664,829                    | \$3,077,600         | \$2,587,600             | \$490,000          | \$3,154,829                    | 18%                                |
| Court Technology Fund         | -\$20,042                      | \$4,500             | \$4,500                 | \$0                | -\$20,042                      | 0%                                 |
| Court Security Fund           | \$30,062                       | \$5,000             | \$5,000                 | \$0                | \$30,062                       | 0%                                 |
| Court Child Safety Fund       | \$39,805                       | \$4,000             | \$4,000                 | \$0                | \$39,805                       | 0%                                 |
| Court Time Payment Fund       | \$8,597                        | \$3,500             | \$3,500                 | \$0                | \$8,597                        | 0%                                 |
| Court Truancy Prevention Fund | \$16,263                       | \$5,000             | \$5,000                 | \$0                | \$16,263                       | 0%                                 |
| Court Jury Fund               | \$325                          | \$100               | \$100                   | \$0                | \$325                          | 0%                                 |
| PEG Fee Fund                  | \$60,308                       | \$8,000             | \$8,000                 | \$0                | \$60,308                       | 0%                                 |
| Interest & Sinking Fund       | \$534,646                      | \$1,652,970         | \$1,768,295             | -\$115,325         | \$419,321                      | -22%                               |
| <b>Total</b>                  | <b>\$4,816,057</b>             | <b>\$8,001,170</b>  | <b>\$7,626,495</b>      | <b>\$374,675</b>   | <b>\$5,190,732</b>             | <b>8%</b>                          |

**Fund Balance Comparison Chart**



## Changes in Fund Balance

General Fund: Management will strive to keep the budget balanced with expenditures at the same level as revenues.

Utility Fund: The fund balance in the Utility Fund is estimated to increase 18.4% as a result of the budget for 2024-25. This increase is being budgeted in an effort to build up the reserve for emergencies and future needs.

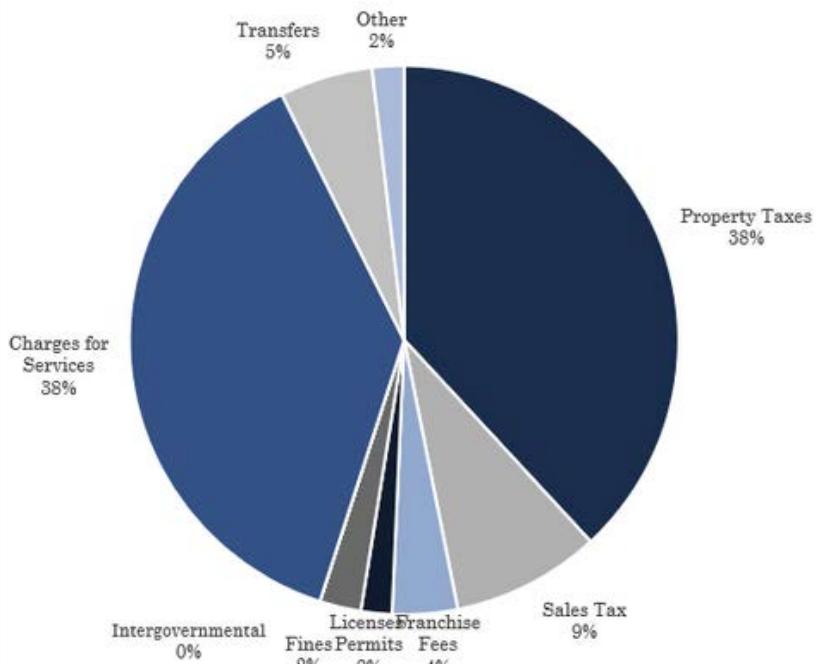
Debt Service: The fund balance for the interest & sinking fund is budgeted to decrease 21.6% as a result of the budget for 2024-25. Any I&S property tax collections in excess of the prior year's budget for I&S property taxes have to be deducted from the current year property taxes needed to cover the debt service for the year.

Fund Balance: The difference between governmental fund assets and liabilities.

# Where the Money Comes From - By Revenue Type

| Where the Money Comes From - By Revenue Type |                      |                      |                      |                      | Changes from 2024 to 2025 |             |
|--|----------------------|----------------------|----------------------|----------------------|---------------------------|-------------|
| Revenue                                      | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 | Amount                    | Percent     |
| Property Taxes                               | \$2,236,968          | \$2,630,825          | \$2,771,570          | \$3,049,770          | \$278,200                 | 10.0        |
| Sales Tax                                    | \$571,477            | \$621,032            | \$625,000            | \$700,000            | \$75,000                  | 12.0        |
| Franchise Fees                               | \$256,854            | \$291,066            | \$301,000            | \$307,000            | \$6,000                   | 2.0         |
| Licenses/Permits                             | \$202,720            | \$132,481            | \$148,000            | \$146,000            | -\$2,000                  | -1.4        |
| Fines  | \$187,333            | \$211,310            | \$207,100            | \$195,100            | -\$12,000                 | -5.8        |
| Intergovernmental                            | \$7,100              | \$917,571            | \$0                  | \$0                  | \$0                       | 0.0         |
| Charges for Services                         | \$2,652,006          | \$2,757,830          | \$2,642,400          | \$3,015,300          | \$372,900                 | 14.1        |
| Transfers                                    | \$435,000            | \$438,000            | \$438,000            | \$438,000            | \$0                       | 0.0         |
| Other  | \$157,356            | \$333,714            | \$110,000            | \$150,000            | \$40,000                  | 36.4        |
| <b>Total</b>                                 | <b>\$6,706,815</b>   | <b>\$8,333,830</b>   | <b>\$7,243,070</b>   | <b>\$8,001,170</b>   | <b>\$758,100</b>          | <b>10.5</b> |

- Property Taxes
- Sales Tax
- Franchise Fees
- Licenses/Permits
- Fines
- Intergovernmental
- Charges for Services
- Transfers
- Other



## Changes in Major Revenue Types

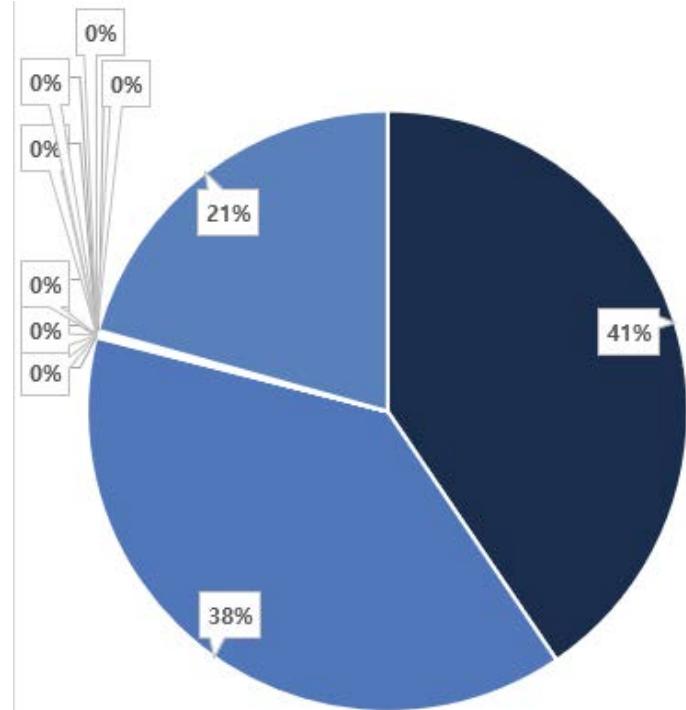
Taxes, Franchise Fees, and Charges for Service present an upward trend with the continued overall growth of our population and economy. Detailed information about major revenue sources, assumptions for the revenue estimates, and significant revenue trends are presented in the Major Revenues Section.

- Property Tax estimates are based on current property values, new construction, tax rate and recent collection rates.
- Sales Tax estimates are based on economic conditions and growth projections.
- Franchise Fees are projected through historic growth.
- Licenses & Permits include licenses and permits for authorization to function within the City. The revenue is projected through trend analysis.
- Fines & Forfeitures are received for traffic and code violations.
- Intergovernmental revenues are grants from other governmental entities.
- Transfers are transactions between funds of the primary government. They can be repayments from the funds responsible for particular expenditures to the funds that initially paid for them, such as general and administrative fees for services. Transfers can also be a subsidy from one fund to another.
- Charges for Services include water, wastewater, and solid waste.
- Other revenues are interest income, donations, BEDCO funds and miscellaneous revenues.

# Where the Money Comes From - By Fund Type

| Where the Money Comes From - By Fund Type |                      |                      |                      |                      |                           |             |
|---|----------------------|----------------------|----------------------|----------------------|---------------------------|-------------|
| Fund                                      | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 | Changes from 2024 to 2025 |             |
|   |                      |                      |                      |                      | Amount                    | Percent     |
| General Fund                              | \$2,888,611          | \$4,030,402          | \$3,081,300          | \$3,240,500          | \$159,200                 | 5.2         |
| Utility Fund                              | \$2,655,228          | \$2,885,170          | \$2,649,100          | \$3,077,600          | \$428,500                 | 16.2        |
| Technology Fund                           | \$4,355              | \$4,500              | \$5,000              | \$4,500              | -\$500                    | -10.0       |
| Security Fund                             | \$5,082              | \$5,340              | \$5,500              | \$5,000              | -\$500                    | -9.1        |
| Child Safety Fund                         | \$4,679              | \$3,597              | \$4,000              | \$4,000              | \$0                       | 0.0         |
| Court Time Payment Fund                   | \$2,977              | \$3,281              | \$3,500              | \$3,500              | \$0                       | 0.0         |
| Court Truancy Prevention Fund             | \$4,765              | \$5,171              | \$5,500              | \$5,000              | -\$500                    | -9.1        |
| Court Jury Fund                           | \$95                 | \$103                | \$100                | \$100                | \$0                       | 0.0         |
| Peg Fee Fund                              | \$8,926              | \$7,925              | \$9,000              | \$8,000              | -\$1,000                  | -11.1       |
| Interest & Sinking Fund                   | \$1,132,097          | \$1,388,341          | \$1,480,070          | \$1,652,970          | \$172,900                 | 11.7        |
| <b>Total</b>                              | <b>\$6,706,815</b>   | <b>\$8,333,830</b>   | <b>\$7,243,070</b>   | <b>\$8,001,170</b>   | <b>\$758,100</b>          | <b>10.5</b> |

- General Fund
- Utility Fund
- Technology Fund
- Security Fund
- Child Safety Fund
- Court Time Payment Fund
- Court Truancy Prevention Fund
- Court Jury Fund
- Peg Fee Fund
- Interest & Sinking Fund

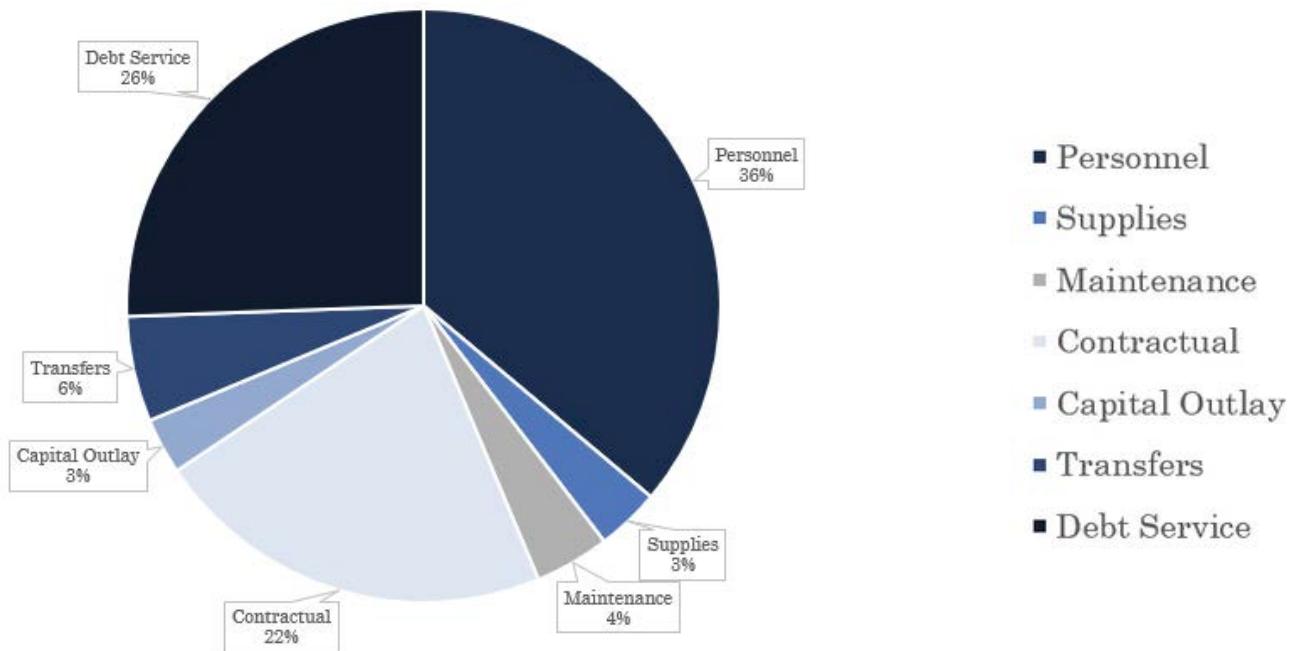


## Changes in Major Fund Types

- General Fund is the general operating fund of the City. It provides a broad spectrum of programs and critical services such as police, municipal court, parks and recreation, street and administrative services. The revenue increase of 5.2% is primarily due to growth in property tax values and sales tax growth.
- Utility Fund provides water, wastewater, and solid waste services to the City. The majority of revenue comes from charges for services. The revenue increase of 16.2% is due to growth in the utility customer base.
- Interest & Sinking Fund is used to account for the City's long-term debt. The primary source of funding is property tax for general obligation debts.
- The Court Technology Fund, Court Security Fund, Court Child Safety, Court Time Payment, Court Truancy Prevention, Court Jury and PEG Fee Funds are all Non-Major Funds, but are included in both the budget and audited Financial Statements.

# Where the Money Goes - By Expenditure Type

| Where the Money Goes - By Expenditure Type |                    |                    |                    |                    |                           |            |
|--|--------------------|--------------------|--------------------|--------------------|---------------------------|------------|
| Fund                                       | Actual FY 2021-22  | Actual FY 2022-23  | Budget FY 2023-24  | Budget FY 2024-25  | Changes from 2024 to 2025 |            |
| Expenditure                                |                    |                    |                    |                    | Amount                    | Percent    |
| Personnel                                  | \$2,305,822        | \$2,233,531        | \$2,426,150        | \$2,755,550        | \$329,400                 | 13.6       |
| Supplies                                   | \$209,358          | \$235,197          | \$260,010          | \$264,200          | \$4,190                   | 1.6        |
| Maintenance                                | \$283,189          | \$602,021          | \$392,140          | \$311,700          | -\$80,440                 | -20.5      |
| Contractual                                | \$1,177,603        | \$1,334,267        | \$1,567,100        | \$1,673,100        | \$106,000                 | 6.8        |
| Capital Outlay                             | \$216,523          | \$2,222,148        | \$363,900          | \$233,850          | -\$130,050                | -35.7      |
| Transfers                                  | \$435,000          | \$438,000          | \$438,000          | \$438,000          | \$0                       | 0.0        |
| Debt Service                               | \$1,272,327        | \$1,516,504        | \$2,026,325        | \$1,950,095        | -\$76,230                 | -3.8       |
| <b>Total</b>                               | <b>\$5,899,823</b> | <b>\$8,581,667</b> | <b>\$7,473,625</b> | <b>\$7,626,495</b> | <b>\$152,870</b>          | <b>2.0</b> |

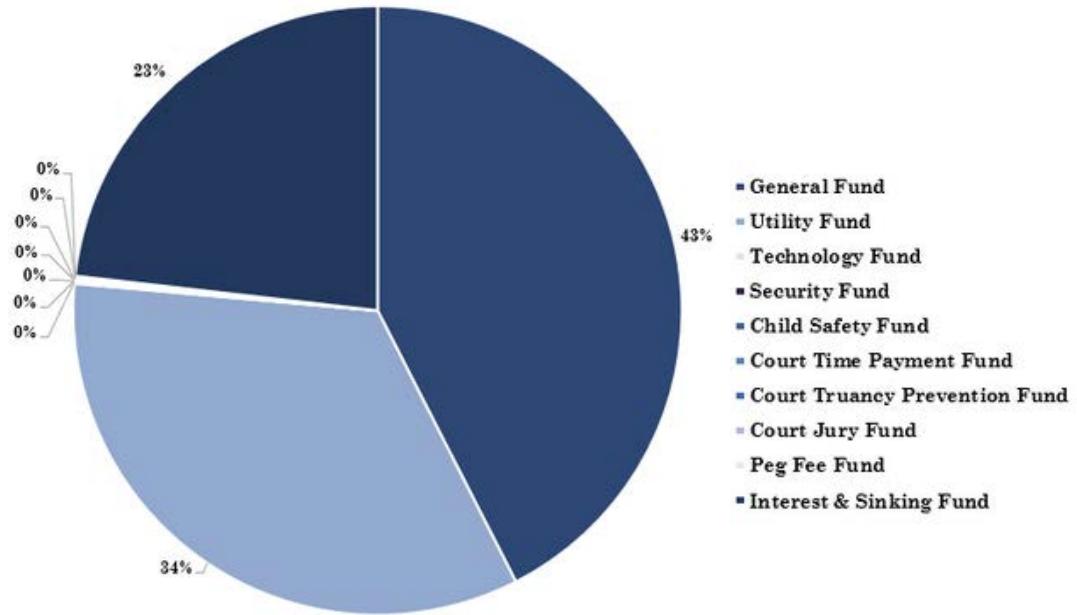


## Changes in Major Expenditure Types

- Personnel: The increase in expenditures by 13.6% is due to merit increases, increasing the police pay scale, the addition of a full-time police officer, the addition of a part-time clerk for the court, the addition of a full-time employee in the wastewater department, and an increase in health insurance premiums.
- Supplies: Supply expenditures increased 1.6% as a result of an increase in water production and distribution supplies, an increase in chemicals, and an increase in postage.
- Maintenance: The decrease in maintenance expenditures by 20.5% is primarily due to a decrease in repairs and maintenance for the streets, a decrease in repairs and maintenance for vehicles, and a decrease in repairs and maintenance for the water wells.
- Contractual: The overall increase in contractual expenditures by 6.8% is primarily due to a zone ordinance upgrade, an increase in property appraisal fees, an increase in tree removal, an increase in electricity, the addition of TCEQ monitoring fees, and the rental of bypass pumps.
- Capital Outlay: There is a 35.7% decrease in capital outlay for this budget. This budget includes building improvements to the police building, new emergency kits for police vehicles, street improvements, new security cameras for the park, a new truck for the water department, a collector for the water meter system, a utility bed for one of the trucks for the wastewater department, and Gantrey cranes for the lift stations.
- Transfers: These are remaining the same for this budget.
- Debt Service: There is a 3.8% decrease in debt service. In the prior year, the Series 2011 certificates of obligation were called early and paid off.

# Where the Money Goes - By Fund Type

| <u>Fund</u>                   | <u>Actual</u><br><u>FY 2021-22</u> | <u>Actual</u><br><u>FY 2022-23</u> | <u>Budget</u><br><u>FY 2023-24</u> | <u>Budget</u><br><u>FY 2024-25</u> | <u>Changes from 2024 to 2025</u> |                |
|-------------------------------|------------------------------------|------------------------------------|------------------------------------|------------------------------------|----------------------------------|----------------|
|                               |                                    |                                    |                                    |                                    | <u>Amount</u>                    | <u>Percent</u> |
| General Fund                  | \$2,783,849                        | \$4,931,383                        | \$3,081,300                        | \$3,240,500                        | \$159,200                        | 5.2            |
| Utility Fund                  | \$2,076,639                        | \$2,398,447                        | \$2,528,100                        | \$2,587,600                        | \$59,500                         | 2.4            |
| Technology Fund               | \$0                                | \$0                                | \$5,000                            | \$4,500                            | -\$500                           | -10.0          |
| Security Fund                 | \$850                              | \$6,176                            | \$5,500                            | \$5,000                            | -\$500                           | -9.1           |
| Child Safety Fund             | \$0                                | \$0                                | \$4,000                            | \$4,000                            | \$0                              | 0.0            |
| Court Time Payment Fund       | \$0                                | \$0                                | \$3,500                            | \$3,500                            | \$0                              | 0.0            |
| Court Truancy Prevention Fund | \$0                                | \$0                                | \$5,500                            | \$5,000                            | -\$500                           | -9.1           |
| Court Jury Fund               | \$0                                | \$0                                | \$100                              | \$100                              | \$0                              | 0.0            |
| PEG Fee Fund                  | \$0                                | \$0                                | \$9,000                            | \$8,000                            | -\$1,000                         | -11.1          |
| Interest & Sinking Fund       | \$1,038,486                        | \$1,245,661                        | \$1,831,625                        | \$1,768,295                        | -\$63,330                        | -3.5           |
| <b>Total</b>                  | <b>\$5,899,823</b>                 | <b>\$8,581,667</b>                 | <b>\$7,473,625</b>                 | <b>\$7,626,495</b>                 | <b>\$152,870</b>                 | <b>2.0</b>     |

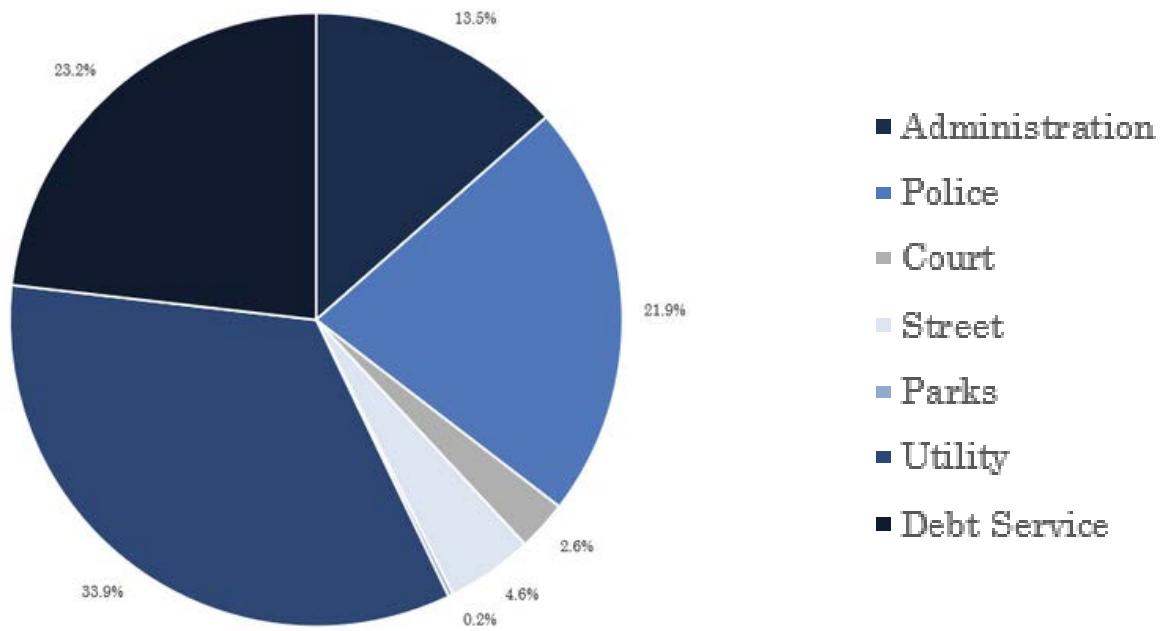


## Changes in Major Fund Types

- General Fund is the general operating fund of the City. It provides a broad spectrum of programs and critical services such as police, municipal court, parks and recreation, street, and administrative services. Expenditures increased by 5.2% primarily due to merit raises, an increase in health insurance premiums, increasing the police pay scale, the addition of a full-time police officer, the addition of a part-time court clerk, a zoning ordinance upgrade, improvements to the police building, street improvements, and new security cameras for the park.
- Utility Fund provides water, wastewater, and solid waste services to the City. Expenditures increased by 2.4% primarily due to merit raises, the addition of a full-time employee, an increase in health insurance premiums, an increase in electricity, a new utility truck, a collector for the water meter system, a utility bed for one of the trucks, and Gantrey cranes for the lift stations.
- Technology Fund is to be used for technology improvements.
- Security Fund is to be used for security costs and improvements to the building that houses the court.
- Child Safety Fund is to be used for child safety programs.
- Court Time Payment Fund is to be used to improve the collection of outstanding court costs and fines.
- Court Truancy Prevention Fund is to be used only for the salary, benefits and other costs of a juvenile case manager.
- Court Jury Fund may only be used for juror reimbursements and jury services.
- PEG Fee Fund must be used for capital costs for PEG Facilities.
- Interest & Sinking Fund is used for the accumulation of resources for the payment of interest and principal on long-term debts.

# Where the Money Goes - By Function Type

| Where the Money Goes - By Function |                      |                      |                      |                      |                              |            |
|------------------------------------|----------------------|----------------------|----------------------|----------------------|------------------------------|------------|
| Fund                               | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 | Changes from<br>2024 to 2025 |            |
|                                    |                      |                      |                      |                      | Amount                       | Percent    |
| Administration                     | \$836,404            | \$910,318            | \$910,510            | \$1,030,700          | \$120,190                    | 13.2       |
| Police                             | \$1,544,726          | \$1,604,400          | \$1,658,740          | \$1,670,600          | \$11,860                     | 0.7        |
| Court                              | \$127,158            | \$135,345            | \$159,600            | \$201,900            | \$42,300                     | 26.5       |
| Street                             | \$259,737            | \$2,277,610          | \$358,950            | \$348,500            | -\$10,450                    | -2.9       |
| Parks                              | \$16,673             | \$9,886              | \$26,100             | \$18,900             | -\$7,200                     | -27.6      |
| Utility                            | \$2,076,639          | \$2,398,447          | \$2,528,100          | \$2,587,600          | \$59,500                     | 2.4        |
| Debt Service                       | \$1,038,486          | \$1,245,661          | \$1,831,625          | \$1,768,295          | -\$63,330                    | -3.5       |
| <b>Total</b>                       | <b>\$5,899,823</b>   | <b>\$8,581,667</b>   | <b>\$7,473,625</b>   | <b>\$7,626,495</b>   | <b>\$152,870</b>             | <b>2.0</b> |



## Changes in Major Functions

**Administration:** The increase is primarily due to merit raises, an increase in travel and training, an increase in property appraisal fees, updating the City's comprehensive plan, and updating the zoning ordinance.

**Police:** The increase is primarily due to an increase in the police pay scale, the addition of a full-time police officer, an increase in health insurance premiums, improvements to the police building, and new emergency kits for police vehicles. The increase was lessened because a large portion of the police department's debt service was paid off in the prior year.

**Court:** The increase in expenditures is primarily due to a merit increase, the addition of a part-time clerk, an increase in health insurance premiums, and a new court integration for the police's RMS system.

**Street:** The decrease is primarily due to a decrease in street repair and maintenance and the purchase of an asphalt recycler machine in the prior year. This year's budget includes merit raises, an increase in health insurance premiums, and capital street improvements.

**Parks:** The decrease is primarily due to a new mower and new playground equipment being included in the prior year. This budget includes new mulch and new security cameras for the park.

**Utility:** The increase is primarily due to merit increases, the addition of a full-time employee, an increase in health insurance premiums, an increase in electricity, a new utility truck, a collector for the water meter system, a utility bed for one of the trucks, and 5 Gantrey cranes for the lift stations. The increase was lessened because of the purchase of a new backhoe in the prior year.

## Relationship of Departments and Funds

| Relationship of Departments and Funds |                                     |                                     |                                     |                                     |                                     |                                     |                                     |                                     |
|---------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|
| Department                            | Governmental Funds                  |                                     |                                     |                                     |                                     |                                     |                                     | Proprietary Fund                    |
|                                       | General Fund                        | Court Technology                    | Court Security                      | Court Child Safety                  | Other Court Funds                   | PEG Funds                           | Interest & Sinking                  | Utility Fund                        |
| Administration*                       | <input checked="" type="checkbox"/> |                                     |                                     |                                     |                                     | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> |                                     |
| Police                                | <input checked="" type="checkbox"/> |                                     |                                     |                                     |                                     |                                     |                                     |                                     |
| Municipal Court                       | <input checked="" type="checkbox"/> |                                     |                                     |                                     |
| Street                                | <input checked="" type="checkbox"/> |                                     |                                     |                                     |                                     |                                     |                                     |                                     |
| Parks                                 | <input checked="" type="checkbox"/> |                                     |                                     |                                     |                                     |                                     |                                     |                                     |
| Water                                 |                                     |                                     |                                     |                                     |                                     |                                     |                                     | <input checked="" type="checkbox"/> |
| Wastewater                            |                                     |                                     |                                     |                                     |                                     |                                     |                                     | <input checked="" type="checkbox"/> |
| Solid Waste                           |                                     |                                     |                                     |                                     |                                     |                                     |                                     | <input checked="" type="checkbox"/> |
| Utility Billing                       |                                     |                                     |                                     |                                     |                                     |                                     |                                     | <input checked="" type="checkbox"/> |

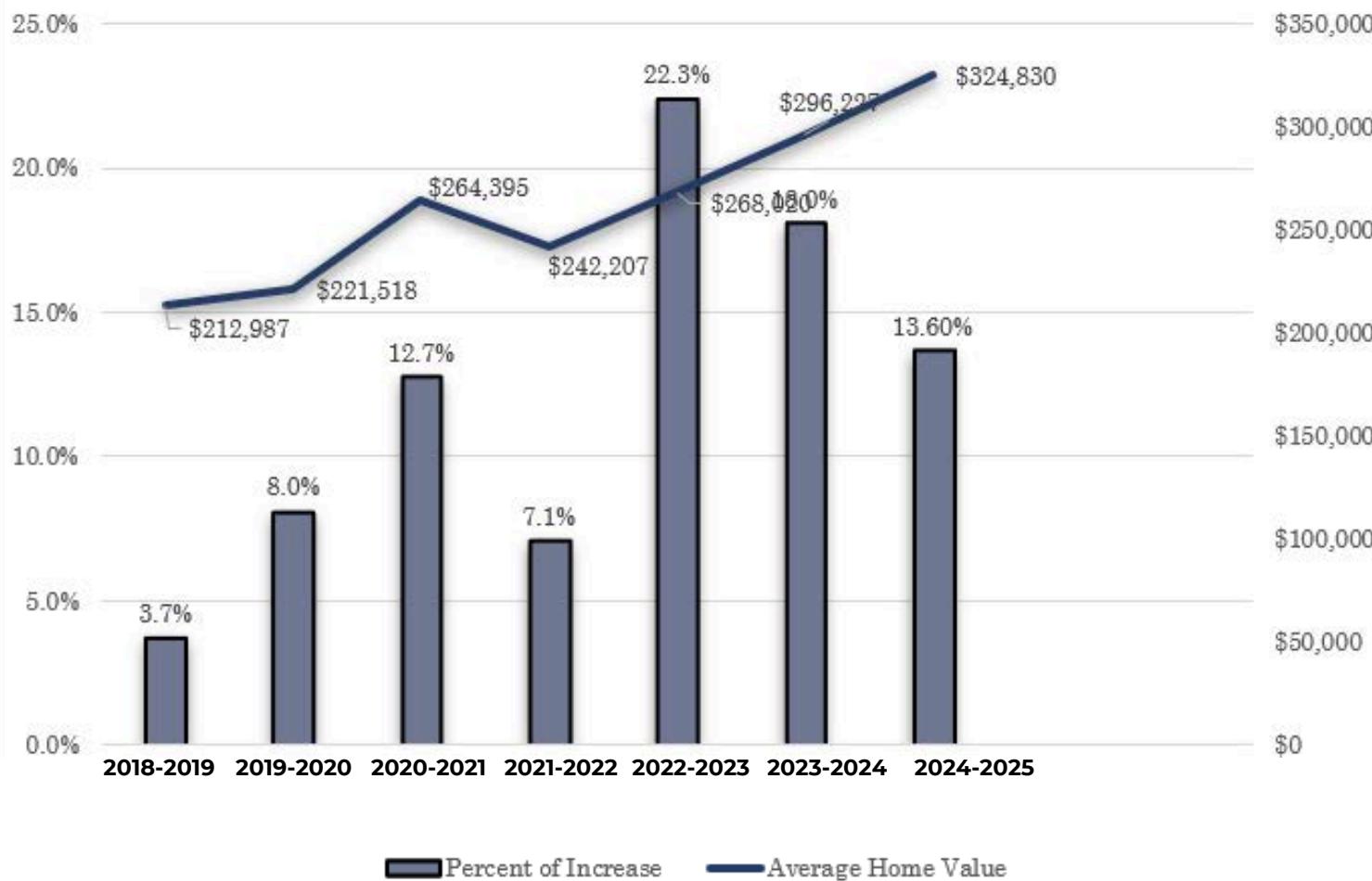
**Departments:**

\*Administration - City Manager, City Secretary, Finance, Communications, Human Resources, Development Services

# Property Tax Valuation & Tax Rates

## Property Tax Valuation and Tax Rates

| Fiscal Year | Assessed Valuation | Percent of Increase | Average Home Value | M & O Rate Per \$100 | I & S Rate Per \$100 | Tax Rate Per \$100 | Average Property Tax |
|-------------|--------------------|---------------------|--------------------|----------------------|----------------------|--------------------|----------------------|
| 2008-2009   |                    |                     | \$143,923          | 0.239550             | 0.231124             | 0.470674           | \$677                |
| 2009-2010   |                    |                     | \$150,621          | 0.239550             | 0.318454             | 0.558004           | \$840                |
| 2010-2011   |                    |                     | \$154,732          | 0.239550             | 0.316530             | 0.556080           | \$860                |
| 2011-2012   |                    |                     | \$160,424          | 0.256516             | 0.299233             | 0.555749           | \$892                |
| 2012-2013   |                    |                     | \$161,694          | 0.256516             | 0.299233             | 0.555749           | \$899                |
| 2013-2014   |                    |                     | \$164,667          | 0.252341             | 0.303408             | 0.555749           | \$915                |
| 2014-2015   | \$192,212,027      |                     | \$170,566          | 0.252341             | 0.335796             | 0.588137           | \$1,003              |
| 2015-2016   | \$210,645,035      | 9.6%                | \$179,490          | 0.269767             | 0.304804             | 0.574571           | \$1,031              |
| 2016-2017   | \$254,586,276      | 20.9%               | \$191,594          | 0.261762             | 0.301502             | 0.563264           | \$1,079              |
| 2017-2018   | \$283,469,472      | 11.3%               | \$203,369          | 0.261762             | 0.301502             | 0.563264           | \$1,146              |
| 2018-2019   | \$293,940,064      | 3.7%                | \$212,987          | 0.293845             | 0.301502             | 0.595347           | \$1,268              |
| 2019-2020   | \$317,579,133      | 8.0%                | \$221,518          | 0.303845             | 0.301502             | 0.605347           | \$1,341              |
| 2020-2021   | \$357,879,176      | 12.7%               | \$264,395          | 0.294097             | 0.301502             | 0.595599           | \$1,575              |
| 2021-2022   | \$383,130,141      | 7.1%                | \$242,207          | 0.294097             | 0.301502             | 0.595599           | \$1,443              |
| 2022-2023   | \$468,666,037      | 22.3%               | \$268,020          | 0.269287             | 0.301501             | 0.570788           | \$1,530              |
| 2023-2024   | \$553,116,915      | 18.0%               | \$296,227          | 0.258794             | 0.303662             | 0.562456           | \$1,666              |
| 2024-2025   | \$628,575,897      | 13.60%              | \$324,830          | 0.254161             | 0.303661             | 0.557822           | \$1,812              |



# Major Revenue Sources

## Property Tax

The City's property tax is levied based on appraised value of property as determined by the Smith County Appraisal District and the Cherokee County Appraisal District. The Smith County Tax Office bills and collects the property taxes for the City.

The property tax rate for fiscal year 2024-25 is \$0.557822 per \$100 assessed valuation, which consists of \$0.254161 for operating and maintenance cost recorded in the General Fund and \$0.303661 to fund principal and interest payments on bond indebtedness recorded in the Interest & Sinking Fund. The property tax rate decreased 0.8% from the fiscal year 2023-24 to the fiscal year 2024-25.

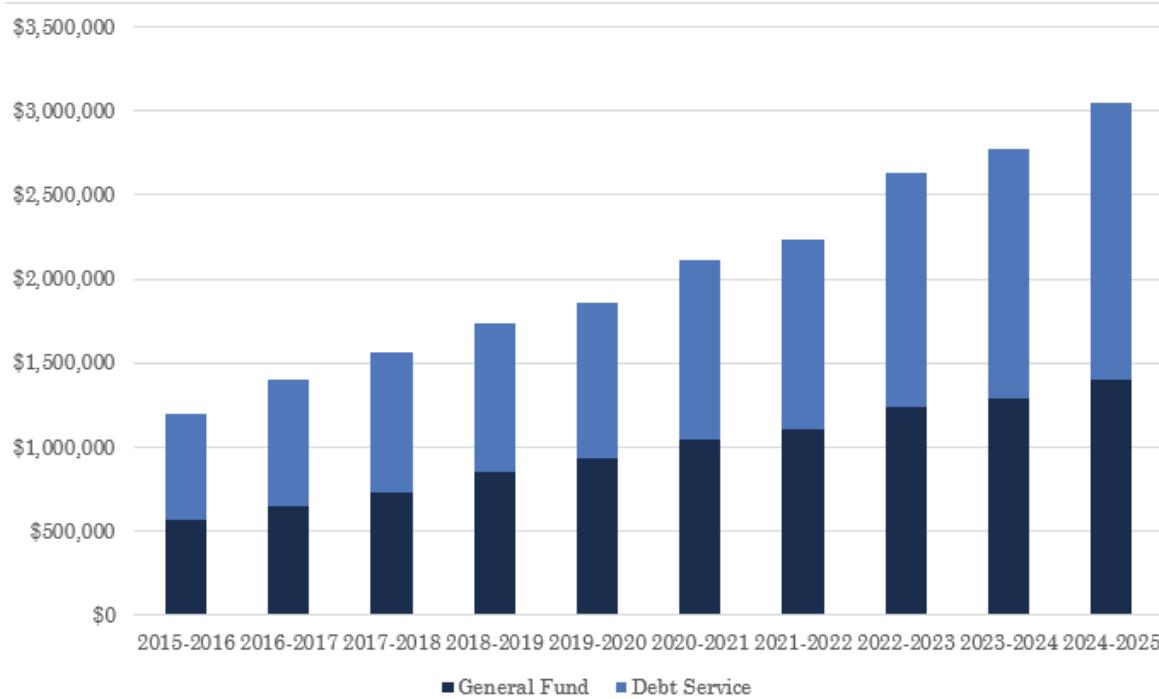
## Outlook

Property tax revenues for fiscal year 2024-25 are projected to increase by 10.0%, resulting from an increase in certified values and new properties added. The increase for future years will continue to rise due to an increase in population, property valuations and development.

## Major Influences

Factors affecting property tax revenues include population, development, property value, tax rate and tax assessor appraisal.

| Major Revenue Sources - Property Tax |              |              |             |                   |
|--------------------------------------|--------------|--------------|-------------|-------------------|
| Fiscal Year                          | General Fund | Debt Service | Total       | Percent of Change |
| 2015-2016                            | \$562,091    | \$634,582    | \$1,196,673 | 7.1%              |
| 2016-2017                            | \$653,153    | \$752,096    | \$1,405,249 | 17.4%             |
| 2017-2018                            | \$728,371    | \$838,354    | \$1,566,725 | 11.5%             |
| 2018-2019                            | \$854,368    | \$878,113    | \$1,732,481 | 10.6%             |
| 2019-2020                            | \$932,347    | \$925,372    | \$1,857,719 | 7.2%              |
| 2020-2021                            | \$1,044,260  | \$1,069,707  | \$2,113,967 | 13.8%             |
| 2021-2022                            | \$1,104,871  | \$1,132,097  | \$2,236,968 | 5.8%              |
| 2022-2023                            | \$1,242,484  | \$1,388,341  | \$2,630,825 | 17.6%             |
| 2023-2024                            | \$1,291,500  | \$1,480,070  | \$2,771,570 | 5.3%              |
| 2024-2025                            | \$1,396,800  | \$1,652,970  | \$3,049,770 | 10.0%             |



# Major Revenue Sources

## Sales Tax

The City imposes a local option sales tax of 1.5% on all retail sales, leases and rentals of most goods, as well as taxable services. Out of the 1.5%, 1% is for general purposes and is recorded in the General Fund. The remaining 0.5% is for economic development and considered as revenue for the Bullard Economic Development Corporation.

## Major Influences

Factors affecting sales tax revenues include population, retail sales, economy and consumer price index.

| Major Revenue Sources - Sales Tax |              |                   |                      |             |
|-----------------------------------|--------------|-------------------|----------------------|-------------|
| Fiscal Year                       | General Fund | Percent of Change | Economic Development | Total       |
| 2015-2016                         | \$284,829    | 17.5%             | \$151,413            | \$436,242   |
| 2016-2017                         | \$311,001    | 9.2%              | \$155,223            | \$466,224   |
| 2017-2018                         | \$313,164    | 0.7%              | \$156,582            | \$469,746   |
| 2018-2019                         | \$344,130    | 9.9%              | \$171,544            | \$515,674   |
| 2019-2020                         | \$422,911    | 22.9%             | \$211,208            | \$634,119   |
| 2020-2021                         | \$493,240    | 16.6%             | \$246,620            | \$739,860   |
| 2021-2022                         | \$571,477    | 15.9%             | \$285,739            | \$857,216   |
| 2022-2023                         | \$621,032    | 8.7%              | \$310,090            | \$931,122   |
| 2023-2024                         | \$625,000    | 0.6%              | \$312,500            | \$937,500   |
| 2024-2025                         | \$700,000    | 12.0%             | \$350,000            | \$1,050,000 |

\*In 2006, the citizens of Bullard approved the half-cent sales tax for Economic Development (4B Sales Tax)

## Sales Tax Revenues



# Major Revenue Sources

## Franchise Fees

The City imposes a 4% to 5% franchise fee on utility companies for the use of right-of-ways. These include gas, electricity, telephone, fiber optics, cable television, solid waste collection, water and sewer. Franchise revenues are recorded in the General Fund.

## Outlook

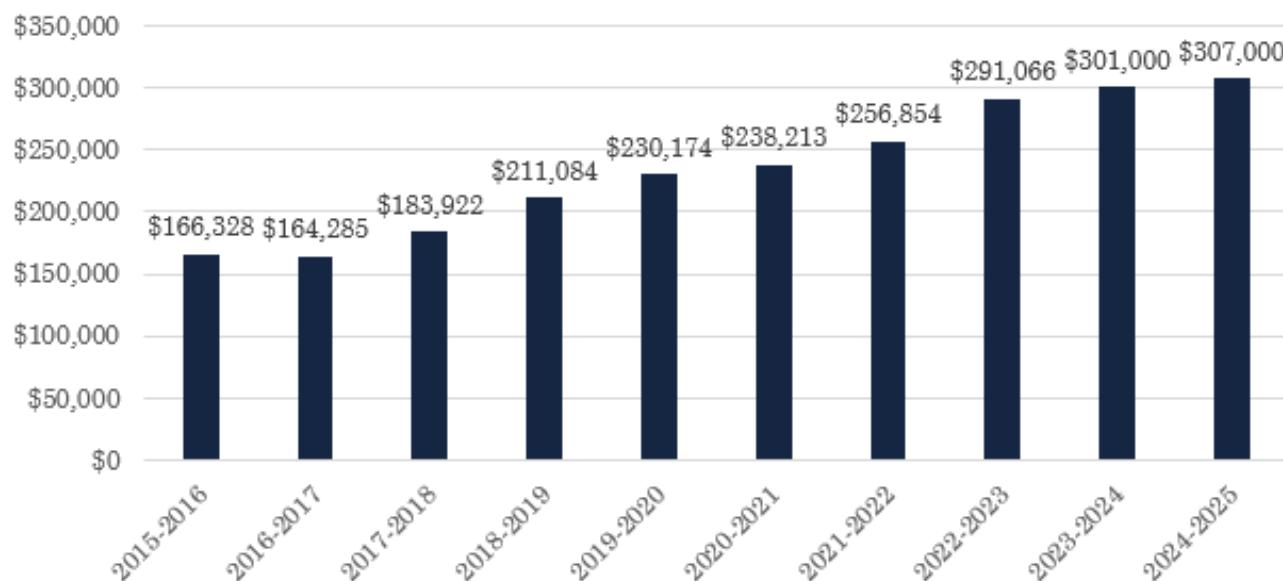
Franchise fee revenue has shown slight growth in previous fiscal years due to population growth and increased utility gross sales. Franchise fees are expected to increase in fiscal year 2024-25 with a 2.0% increase.

## Major Influences

Factors affecting franchises include population, utility gross sales, rate of charges and fluctuations in weather, which affects electricity, gas and water revenues.

| Franchise Fees     |                       |                          |
|--------------------|-----------------------|--------------------------|
| <u>Fiscal Year</u> | <u>Franchise Fees</u> | <u>Percent of Change</u> |
| 2015-2016          | \$166,328             | 14.6%                    |
| 2016-2017          | \$164,285             | -1.2%                    |
| 2017-2018          | \$183,922             | 12.0%                    |
| 2018-2019          | \$211,084             | 14.8%                    |
| 2019-2020          | \$230,174             | 9.0%                     |
| 2020-2021          | \$238,213             | 3.5%                     |
| 2021-2022          | \$256,854             | 7.8%                     |
| 2022-2023          | \$291,066             | 13.3%                    |
| 2023-2024          | \$301,000             | 3.4%                     |
| 2024-2025          | \$307,000             | 2.0%                     |

Franchise Fees



# Major Revenue Sources

## Licenses & Permits

Licenses and permits are required of any person or business conducting certain activities within the City. Major licenses and permits include business, building, construction, electrical, plumbing, HVAC, fence, swimming pools, irrigation, alarms, signs and health related. Charges are imposed per activity.

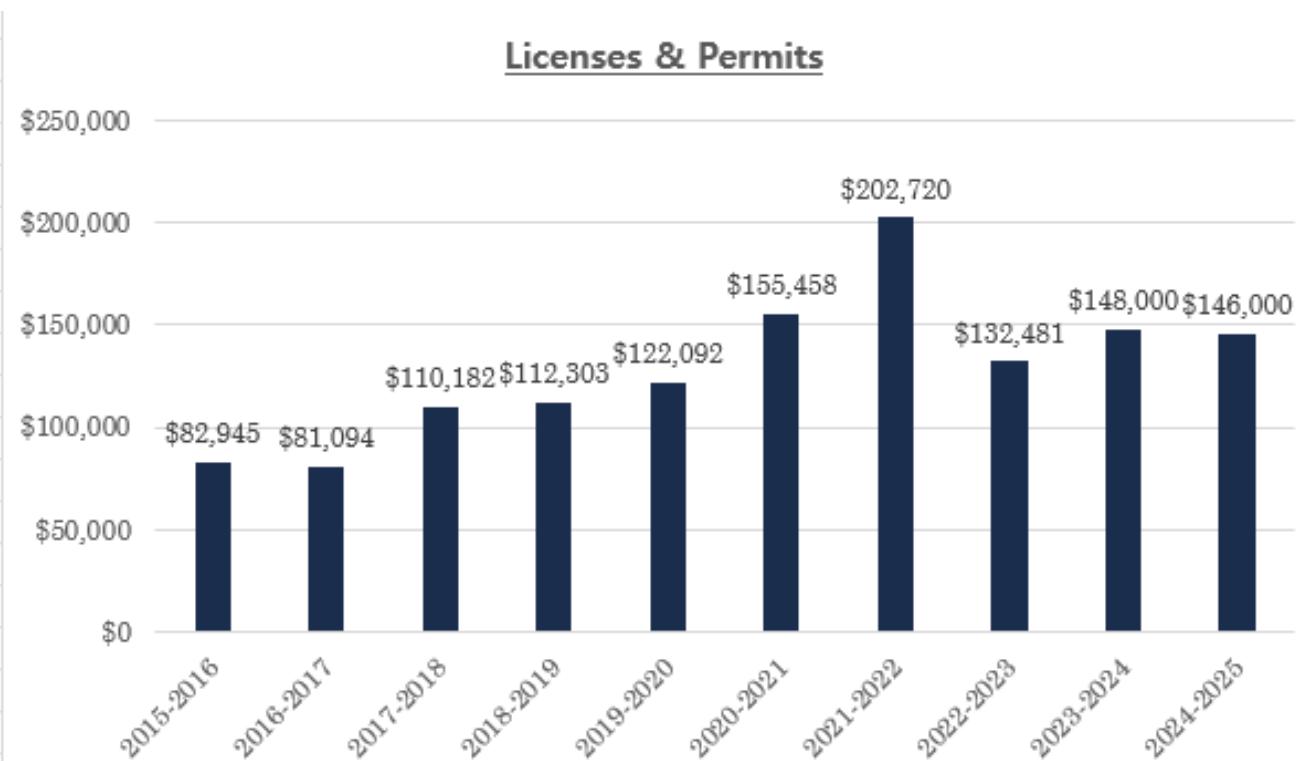
## Outlook

Licenses and permits are projected to decrease by 1.4% for fiscal year 2024-25.

## Major Influences

Factors affecting license and permit revenues include population, development, construction, rate of charges and other activities.

| Licenses & Permits |                               |                          |
|--------------------|-------------------------------|--------------------------|
| <u>Fiscal Year</u> | <u>Licenses &amp; Permits</u> | <u>Percent of Change</u> |
| 2015-2016          | \$82,945                      | -50.2%                   |
| 2016-2017          | \$81,094                      | -2.2%                    |
| 2017-2018          | \$110,182                     | 35.9%                    |
| 2018-2019          | \$112,303                     | 1.9%                     |
| 2019-2020          | \$122,092                     | 8.7%                     |
| 2020-2021          | \$155,458                     | 27.3%                    |
| 2021-2022          | \$202,720                     | 30.4%                    |
| 2022-2023          | \$132,481                     | -34.6%                   |
| 2023-2024          | \$148,000                     | 11.7%                    |
| 2024-2025          | \$146,000                     | -1.4%                    |



# Major Revenue Sources

## Charges for Services - Governmental Funds

Charges for services in governmental funds include all fees and charges for services provided by the City such as park rental fees, arrest fees and police reports.

### Outlook

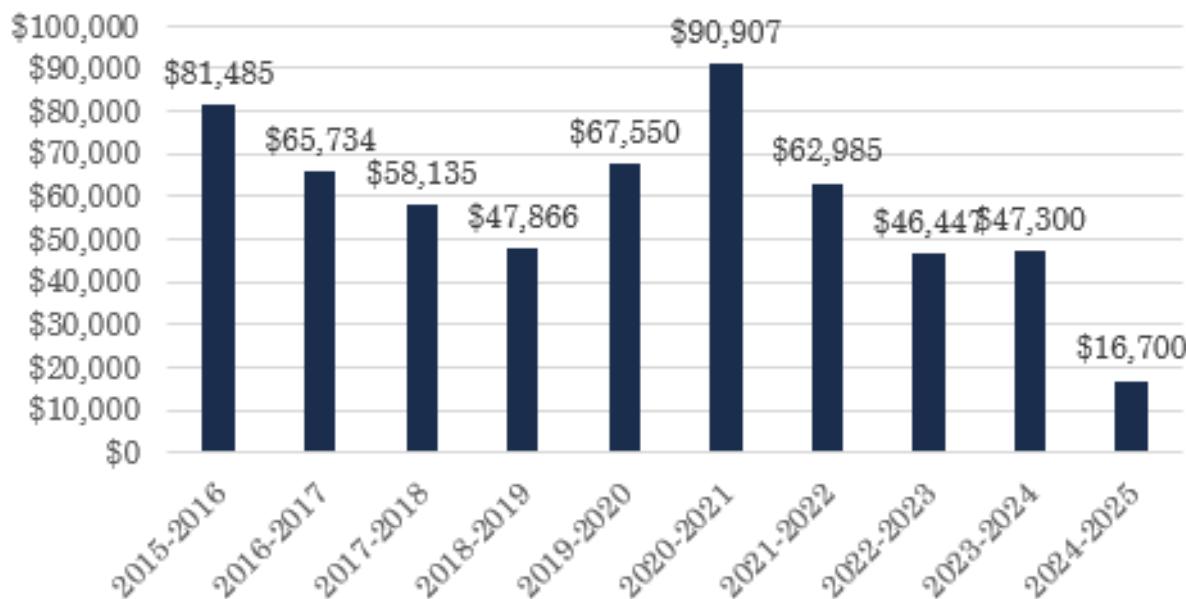
Total revenue from fees and charges for the General Fund is projected to decrease 64.7% in fiscal year 2024-25. This decrease is a result of the police department no longer providing an SRO officer to the schools.

### Major Influences

Factors affecting fees and charges include population, activities and rate of charges.

| <u>Fiscal Year</u> | <u>Charges for Services</u> | <u>Percent of Change</u> |
|--------------------|-----------------------------|--------------------------|
| 2015-2016          | \$81,485                    | 108.5%                   |
| 2016-2017          | \$65,734                    | -19.3%                   |
| 2017-2018          | \$58,135                    | -11.6%                   |
| 2018-2019          | \$47,866                    | -17.7%                   |
| 2019-2020          | \$67,550                    | 41.1%                    |
| 2020-2021          | \$90,907                    | 34.6%                    |
| 2021-2022          | \$62,985                    | -30.7%                   |
| 2022-2023          | \$46,447                    | -26.3%                   |
| 2023-2024          | \$47,300                    | 1.8%                     |
| 2024-2025          | \$16,700                    | -64.7%                   |

**Charges for Services - Governmental Funds**



# Major Revenue Sources

## Charges for Services - Enterprise Funds

Charges for services in enterprise funds include all fees and charges for services provided by the City such as water, wastewater and solid waste fees.

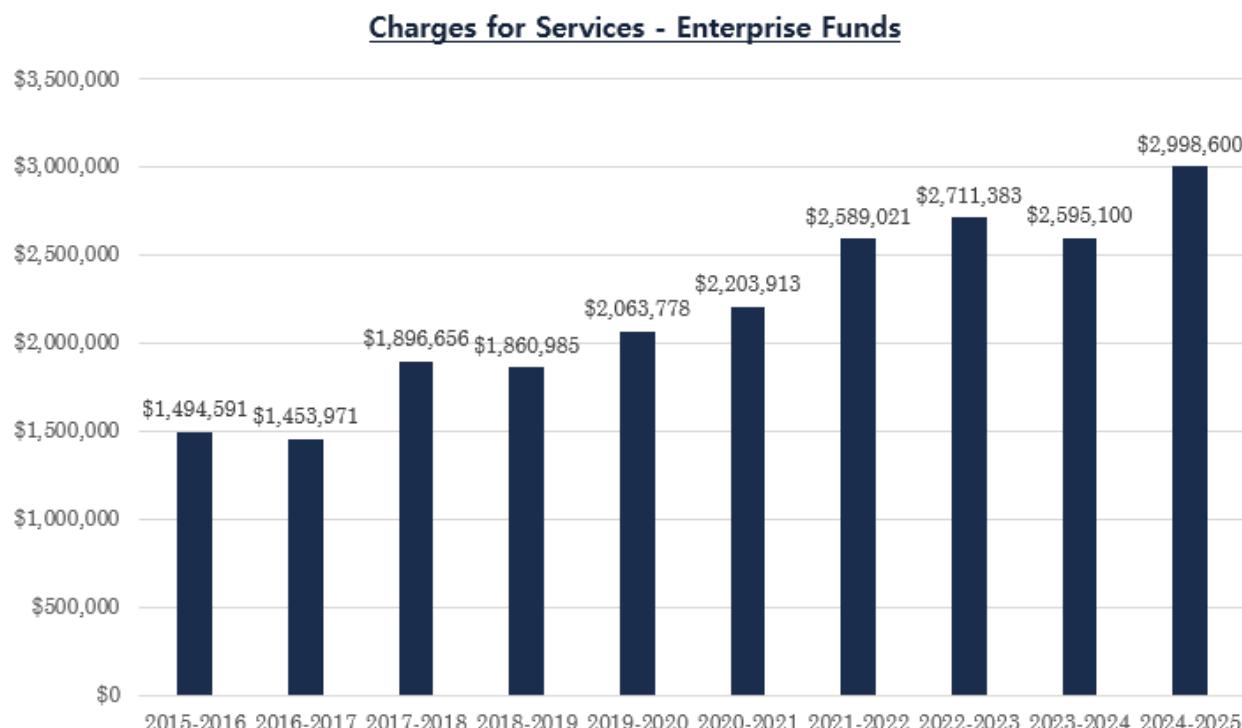
### Outlook

Total revenues from water, wastewater and solid waste fees are estimated to increase by 15.5% due to an increase in customers.

### Major Influences

Major factors affecting revenues are rates of charges, population and activity levels.

| Charges for Services - Enterprise Funds |                      |                   |
|---|----------------------|-------------------|
| Fiscal Year                             | Charges for Services | Percent of Change |
| 2015-2016                               | \$1,494,591          | 5.8%              |
| 2016-2017                               | \$1,453,971          | -2.7%             |
| 2017-2018                               | \$1,896,656          | 30.4%             |
| 2018-2019                               | \$1,860,985          | -1.9%             |
| 2019-2020                               | \$2,063,778          | 10.9%             |
| 2020-2021                               | \$2,203,913          | 6.8%              |
| 2021-2022                               | \$2,589,021          | 17.5%             |
| 2022-2023                               | \$2,711,383          | 4.7%              |
| 2023-2024                               | \$2,595,100          | -4.3%             |
| 2024-2025                               | \$2,998,600          | 15.5%             |



# Major Revenue Sources

## Intergovernmental

Intergovernmental revenues are grants from other governmental entities. The City receives grants for public safety, drainage, streets, community development projects, water extension projects and wastewater extension projects. The revenues are recorded in various funds.

## Outlook

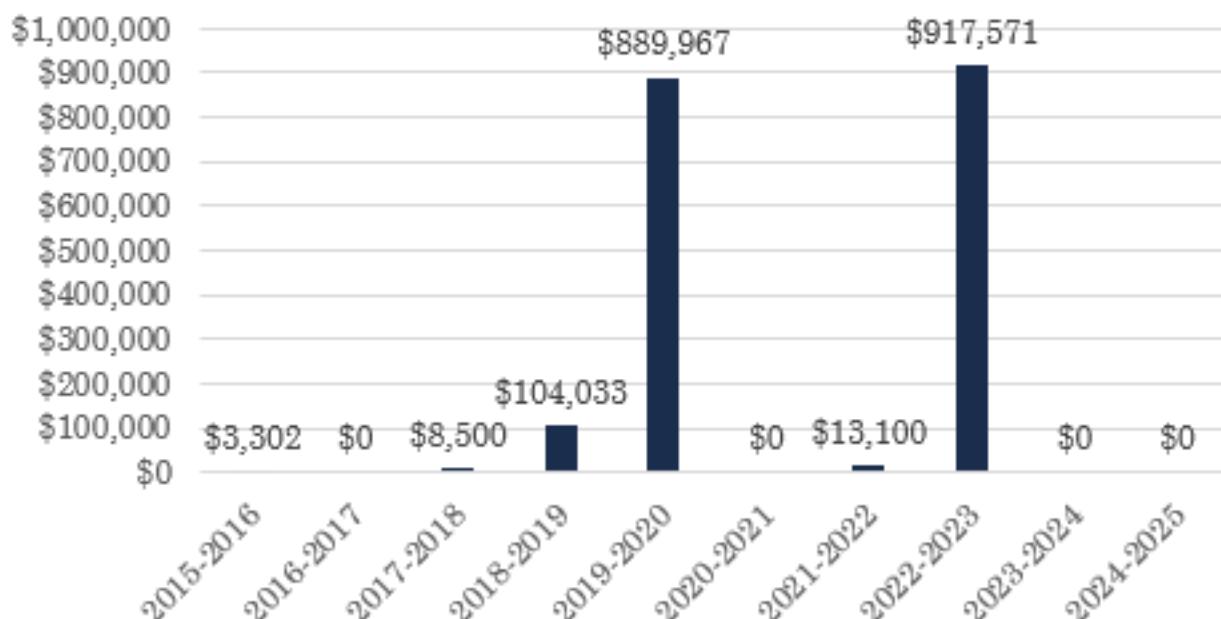
No intergovernmental revenue is included in the 2024-25 fiscal year budget.

## Major Influences

Major factors affecting grants are availability, as well as funding from federal state and local governments.

| <b>Intergovernmental</b> |               |                          |
|--------------------------|---------------|--------------------------|
| <u>Fiscal Year</u>       | <u>Grants</u> | <u>Percent of Change</u> |
| 2015-2016                | \$3,302       | 1292.1%                  |
| 2016-2017                | \$0           | -100.0%                  |
| 2017-2018                | \$8,500       |                          |
| 2018-2019                | \$104,033     | 1123.9%                  |
| 2019-2020                | \$889,967     | 755.5%                   |
| 2020-2021                | \$0           | -100.0%                  |
| 2021-2022                | \$13,100      |                          |
| 2022-2023                | \$917,571     | 6904.4%                  |
| 2023-2024                | \$0           | -100.0%                  |
| 2024-2025                | \$0           | 0.0%                     |

## Intergovernmental



# Major Revenue Sources

## Transfers

Transfers are transactions between funds of the primary government. They are repayments from the funds responsible for particular expenditures to the funds that initially paid for them. These repayments can include general and administrative fees and transfers in lieu of taxes.

## Outlook

Total transfer revenues for fiscal year 2024-25 will be \$438,000, which is the same as fiscal year 2023-24.

| <b>Transfers</b>   |                  |                          |
|--------------------|------------------|--------------------------|
| <b>Fiscal Year</b> | <b>Transfers</b> | <b>Percent of Change</b> |
| 2015-2016          | \$286,500        | 12.9%                    |
| 2016-2017          | \$351,000        | 22.5%                    |
| 2017-2018          | \$383,400        | 9.2%                     |
| 2018-2019          | \$383,400        | 0.0%                     |
| 2019-2020          | \$555,337        | 44.8%                    |
| 2020-2021          | \$636,104        | 14.5%                    |
| 2021-2022          | \$435,000        | -31.6%                   |
| 2022-2023          | \$438,000        | 0.7%                     |
| 2023-2024          | \$438,000        | 0.0%                     |
| 2024-2025          | \$438,000        | 0.0%                     |



# Major Revenue Sources

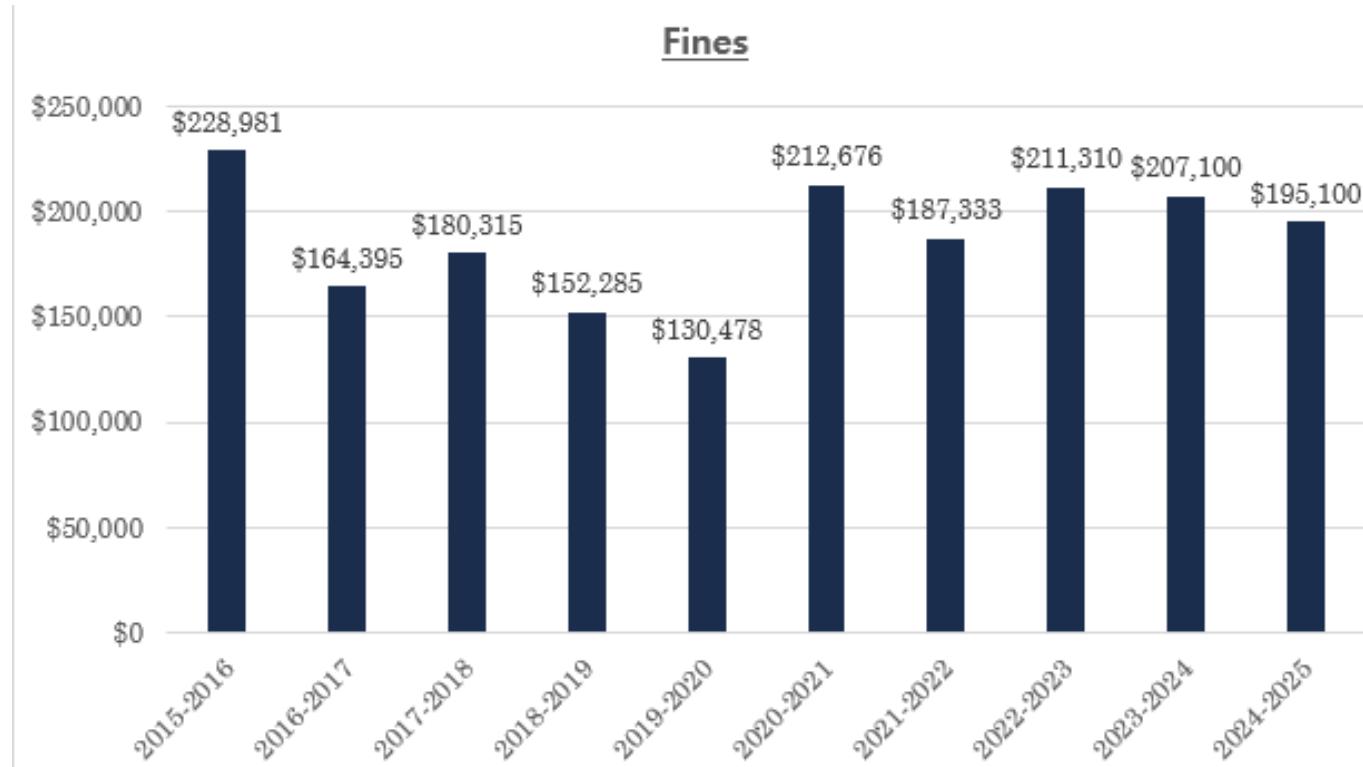
## Fines

Fines include traffic and non-traffic fines, warrants, arrest fees and watering restriction violation charges.

## Outlook

Total revenue from fines is projected to decrease 5.8% for fiscal year 2024-25 as compared to fiscal year 2023-24.

| <b>Fines</b>       |              |                          |
|--------------------|--------------|--------------------------|
| <u>Fiscal Year</u> | <u>Fines</u> | <u>Percent of Change</u> |
| 2015-2016          | \$228,981    | 41.9%                    |
| 2016-2017          | \$164,395    | -28.2%                   |
| 2017-2018          | \$180,315    | 9.7%                     |
| 2018-2019          | \$152,285    | -15.5%                   |
| 2019-2020          | \$130,478    | -14.3%                   |
| 2020-2021          | \$212,676    | 63.0%                    |
| 2021-2022          | \$187,333    | -11.9%                   |
| 2022-2023          | \$211,310    | 12.8%                    |
| 2023-2024          | \$207,100    | -2.0%                    |
| 2024-2025          | \$195,100    | -5.8%                    |



# General Fund

The General Fund is the general operating fund of the City. It provides for a broad spectrum of programs and critical services such as Administrative services, Police, Municipal Court, Street Maintenance and Parks. The General Fund receives a majority of funding from property and sales tax.

Fund Description and Summary  
Statement of Revenues & Expenditures  
Overview of Revenues & Expenditures  
General Fund Departments

## Fund Summary

The General Fund is used to account for all revenues and expenditures not accounted for in other designated funds. It receives a greater variety and amount of revenues, and finances a wider range of governmental activities than any other fund. The General Fund is primarily supported by property tax, sales & use tax, franchise fees, license and permit fees, municipal court fines and transfers from the Utility Fund. General Fund expenditures support the following major functions of the City: public safety, development services, streets, parks, court and administration.

During the budget process, the General Fund receives significant review from City staff and City Council. Since the General Fund supports the largest number of critical issues and services affecting the community, from establishing a tax rate, to determining essential City services and quality of life, it is viewed as the "backbone" of public service.

## Concluding Fiscal Year 2023-24 Financial Performance

**Revenues** for fiscal year 2023-24 in the General Fund are estimated to total \$3,081,300, which is \$949,102 or 24.6% less than revenues received during the 2022-23 fiscal year. The decrease is primarily a result of ARPA funds totaling \$916,123 being used and reported as income in the prior year, as well as insurance proceeds, and the sale of two police vehicles in the previous year.

**Expenditures** for fiscal year 2023-24 in the General Fund are estimated to be \$3,081,300, which is \$1,850,083 or 37.5% less than the actual expenditures in fiscal year 2022-23. The decrease is due primarily to the Main Street improvement project totaling \$1,973,910 being completed and expensed in the prior year.

## Fiscal Year 2024-25 Budget

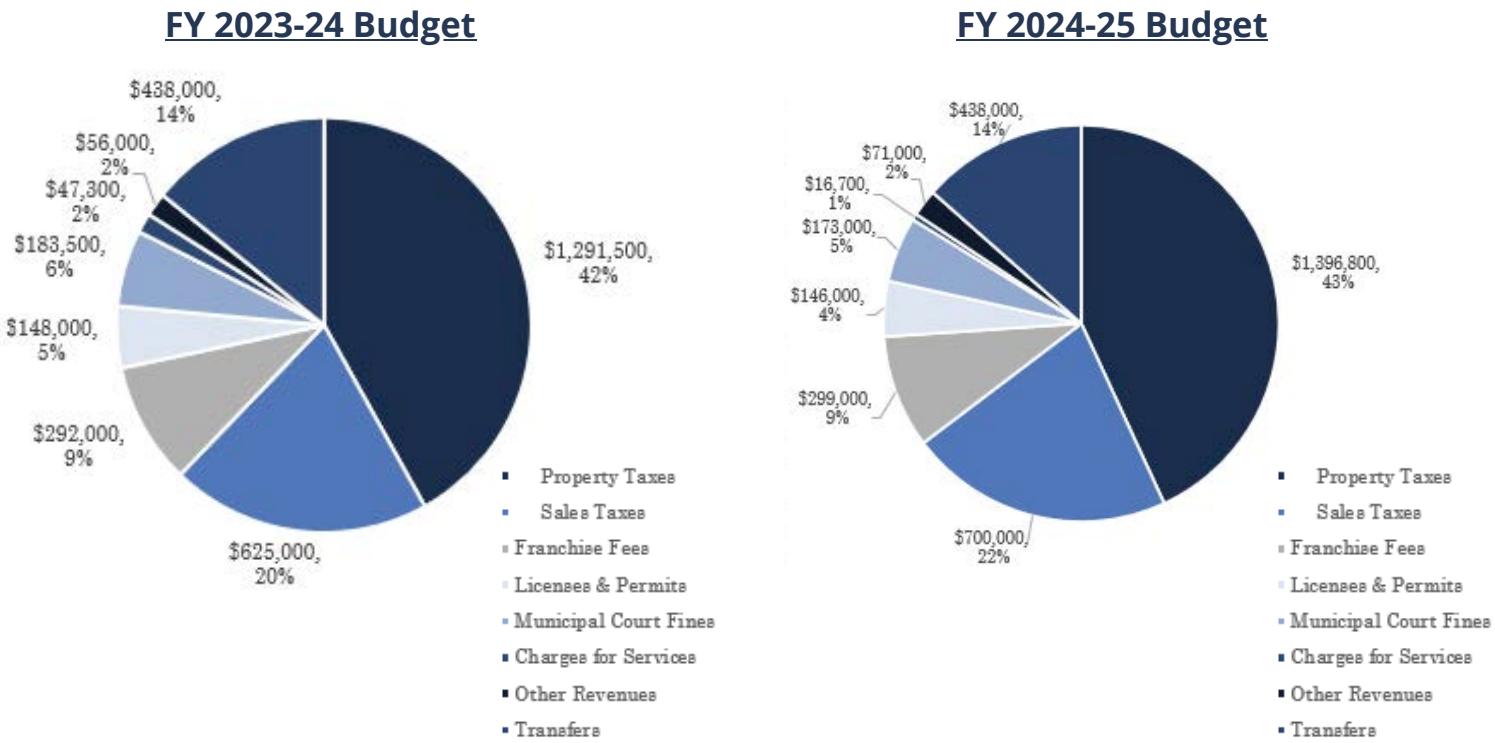
**Revenues** for fiscal year 2024-25 are expected to total \$3,240,500, which is an increase of \$159,200 or 5.2% from fiscal year 2023-24. Revenue categories for fiscal year 2024-25 are budgeted conservatively; however revenue increases are expected from property taxes, sales tax, and franchise fees. The estimated taxable value for the City of Bullard increased to \$544.3 million or a 11.4% increase. The total tax rate for fiscal year 2024-25 decreased 0.8% to \$0.557822 for every \$100 assessed value.

**Expenditures** for fiscal year 2024-25 are projected to be \$3,240,500 which is an increase of \$159,200 or 5.2% over fiscal year 2023-24. This increase is a result primarily of an increase in health insurance premiums, the addition of one full-time employee and one part-time employee, and merit raises. Other expenditure highlights are an increase in the police pay scale, zoning ordinance update, police building improvements, and street improvements.

# Statement of General Fund Revenues and Expenditures

| Statement of General Fund Revenues  |                      |                      |                      |                      |                            |
|-------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------------|
|                                     | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 | % of Change<br>FY 24/FY 25 |
| <b>Beginning Fund Balance</b>       | \$521,045            | \$2,335,832          | \$1,481,264          | \$1,481,264          | 0.0%                       |
| <b>Taxes</b>                        |                      |                      |                      |                      |                            |
| Property Taxes                      | \$1,104,871          | \$1,242,484          | \$1,291,500          | \$1,396,800          | 8.2%                       |
| Sales Taxes                         | \$571,477            | \$621,032            | \$625,000            | \$700,000            | 12.0%                      |
| <b>Total Taxes</b>                  | <b>\$1,676,349</b>   | <b>\$1,863,516</b>   | <b>\$1,916,500</b>   | <b>\$2,096,800</b>   | <b>9.4%</b>                |
| <b>Franchise Fees</b>               | <b>\$247,928</b>     | <b>\$283,141</b>     | <b>\$292,000</b>     | <b>\$299,000</b>     | <b>2.4%</b>                |
| <b>Licenses &amp; Permits</b>       |                      |                      |                      |                      |                            |
| Permits                             | \$128,825            | \$96,501             | \$94,000             | \$87,000             | -7.4%                      |
| Inspections                         | \$70,970             | \$33,770             | \$50,000             | \$55,000             | 10.0%                      |
| Zoning, Platting & Plan Reviews     | \$2,925              | \$2,210              | \$4,000              | \$4,000              | 0.0%                       |
| <b>Total Licenses &amp; Permits</b> | <b>\$202,720</b>     | <b>\$132,481</b>     | <b>\$148,000</b>     | <b>\$146,000</b>     | <b>-1.4%</b>               |
| <b>Municipal Court Fines</b>        | <b>\$165,380</b>     | <b>\$189,317</b>     | <b>\$183,500</b>     | <b>\$173,000</b>     | <b>-5.7%</b>               |
| <b>Charges for Services</b>         |                      |                      |                      |                      |                            |
| Park Rentals                        | \$4,280              | \$3,130              | \$4,000              | \$3,000              | -25.0%                     |
| Rotary Park Revenue                 | \$0                  | \$0                  | \$0                  | \$0                  | 0.0%                       |
| Service Reimbursements              | \$50,384             | \$35,912             | \$36,100             | \$6,500              | -82.0%                     |
| Arrest Fees & Police Reports        | \$2,321              | \$1,405              | \$1,200              | \$1,200              | 0.0%                       |
| Admin Fees                          | \$6,000              | \$6,000              | \$6,000              | \$6,000              | 0.0%                       |
| <b>Total Charges for Services</b>   | <b>\$62,985</b>      | <b>\$46,447</b>      | <b>\$47,300</b>      | <b>\$16,700</b>      | <b>-64.7%</b>              |
| <b>Other Revenues</b>               |                      |                      |                      |                      |                            |
| Investment Income                   | \$20,858             | \$58,544             | \$35,000             | \$50,000             | 42.9%                      |
| Donations                           | \$0                  | \$0                  | \$0                  | \$0                  | 0.0%                       |
| Sale of Surplus Property            | \$31,300             | \$8,930              | \$0                  | \$0                  | 0.0%                       |
| Miscellaneous Income                | \$35,365             | \$92,453             | \$21,000             | \$21,000             | 0.0%                       |
| Grant Revenue                       | \$10,727             | \$917,571            | \$0                  | \$0                  | 0.0%                       |
| <b>Total Other Revenues</b>         | <b>\$98,250</b>      | <b>\$1,077,499</b>   | <b>\$56,000</b>      | <b>\$71,000</b>      | <b>26.8%</b>               |
| <b>Transfers</b>                    | <b>\$435,000</b>     | <b>\$438,000</b>     | <b>\$438,000</b>     | <b>\$438,000</b>     | <b>0.0%</b>                |
| <b>Total Revenues</b>               | <b>\$2,888,611</b>   | <b>\$4,030,402</b>   | <b>\$3,081,300</b>   | <b>\$3,240,500</b>   | <b>5.2%</b>                |
| Expenditures                        |                      |                      |                      |                      |                            |
|                                     | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 | % of Change<br>FY 24/FY 25 |
| Administration                      | \$836,404            | \$910,318            | \$901,510            | \$1,022,700          | 13.4%                      |
| Police Department                   | \$1,544,726          | \$1,604,400          | \$1,658,740          | \$1,670,600          | 0.7%                       |
| Municipal Court                     | \$126,308            | \$129,169            | \$136,000            | \$179,800            | 32.2%                      |
| Street Department                   | \$259,737            | \$2,277,610          | \$358,950            | \$348,500            | -2.9%                      |
| Parks Department                    | \$16,673             | \$9,886              | \$26,100             | \$18,900             | -27.6%                     |
| <b>Total Expenditures</b>           | <b>\$2,783,849</b>   | <b>\$4,931,383</b>   | <b>\$3,081,300</b>   | <b>\$3,240,500</b>   | <b>5.2%</b>                |
| Net Increase/(Decrease)             | \$104,762            | -\$900,981           | \$0                  | \$0                  | 0.0%                       |
| Balance Sheet Adjustments           | \$1,710,025          | \$46,413             |                      |                      |                            |
| <b>Ending Fund Balance</b>          | <b>\$2,335,832</b>   | <b>\$1,481,264</b>   | <b>\$1,481,264</b>   | <b>\$1,481,264</b>   | <b>0.0%</b>                |

# Overview of General Fund Revenues



## Taxes

Total tax revenues for fiscal year 2024-25 are projected to increase by \$159,200 or 5.2% over fiscal year 2023-24.

- Revenues from taxes include Property Tax and Sales & Use Tax.
- Property Tax is assessed on real and personal property, established by ordinance, and supplies 43% or \$1,396,800 of fiscal year 2024-25 General Fund revenues.
- Property Tax revenues for fiscal year 2024-25 are projected to increase by \$105,300 or 8.2% over fiscal year 2023-24 based on the appraisal district's certified tax roll.
- Sales and Use Taxes are collected by the state from the sale of goods and services. The General Fund receives 1% of taxable sales within the City. Sales and Use Taxes represent 21.6% or \$700,000 of fiscal year 2024-25 General Fund revenues.

## Franchise Fees

Total franchise fees for fiscal year 2024-25 are projected to increase by \$7,000 or 2.4% over fiscal year 2023-24.

- Franchise fees are collected from utility companies for right-of-way usage.
- Top three (non-city) franchise payments expected from:
  - Oncor Electric \$90,000
  - Cherokee County Electric Co-Op \$75,000
  - Republic Services \$50,000

## Licenses & Permits

Total Licenses and Permits for fiscal year 2024-25 are projected to decrease by \$2,000 or 1.4% as compared to fiscal year 2023-24. These revenues are being budgeted conservatively.

- Building Permits have been budgeted conservatively in the upcoming year and are projected to decrease by \$5,000 from fiscal year 2023-24.
- Other fees included in licenses and permits are inspection of engineering, electrical, plumbing and mechanical installations.

## Fines

Total Fines for fiscal year 2024-25 are projected to decrease \$10,500 or 5.7% as compared to fiscal year 2023-24. These revenues are being budgeted conservatively.

- Fines are from Municipal Court for Class "C" misdemeanor violations

## Charges For Services

Total charges for services for fiscal year 2024-25 are projected to decrease by \$30,600 or 64.7% as compared to fiscal year 2023-24. This is due to the removal of an SRO Officer for Brook Hill School.

## Intergovernmental (Grant Revenue)

No Grant Revenue is budgeted for 2024-25.

## Other Revenues

Total Other Revenues for fiscal year 2024-25 are projected to increase by \$15,000 or 26.8% as compared to fiscal year 2023-24, due to an increase in interest rates for interest income.

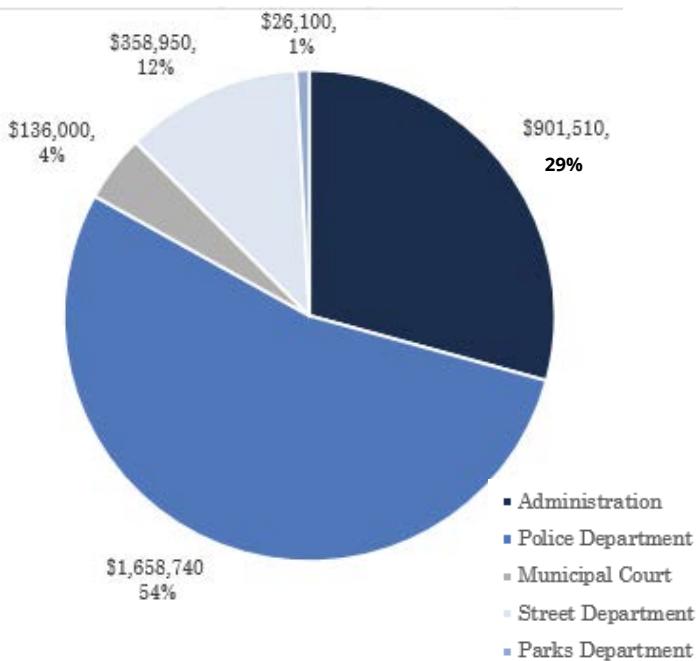
## Transfers

Total Transfers for fiscal year 2024-25 are projected to remain the same as fiscal year 2023-24

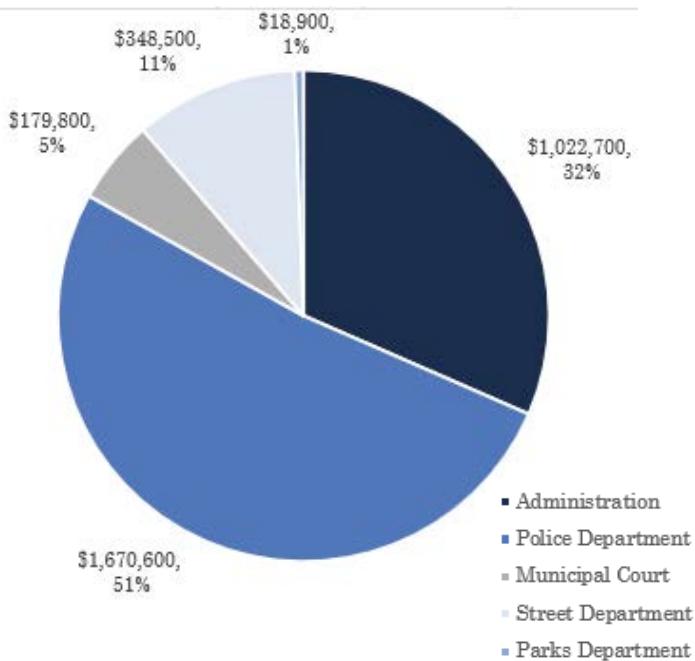
- The Water, Wastewater, Solid Waste and Utility Billing Departments are charged administrative fees. These fees are recorded as transfers.
- The Water and Wastewater Departments make transfers to the General Fund in lieu of taxes.

# Overview of General Fund Expenditures

## FY 2023-24 Budget



## FY 2024-25 Budget



## Administration

The Administration Department is responsible for the management, administration, financial operations, personnel activities and land use planning functions of the City.

Total Administration for fiscal year 2024-25 increased by \$121,190 or 13.4% as compared to fiscal year 2023-24. New or increased major budget items for fiscal year 2024-25 include: cost of living raises, an increase in travel and training, an increase in property appraisal fees, an update to the City's comprehensive plan, and an update to the zoning ordinance.

## Police

The Police Department maintains social order and provides professional law enforcement in the community.

Police had an overall increase of \$11,860 or 0.7% as compared to fiscal year 2023-24. New or increased major budget items for fiscal year 2024-25 include: the addition of a full-time police officer, increase of health insurance premiums, increase of pay scale, improvements to the police building, and new emergency kits for the police vehicles. The increase was lessened because a large portion of the police department's debt service was paid off in the prior year.

## Court

The Municipal Court provides citizens fair, efficient and courteous judicial processing of citations. The Municipal Court handles all Class C misdemeanors, traffic violations, parking citations and non-traffic offenses relating to animal control issues, city zoning, ordinance violations and city code enforcement.

Court had an overall increase of \$43,800 or 32.2% as compared to fiscal year 2023-24. This increase was a result of a cost of living employee raise, an increase in health insurance premiums, the addition of a part-time clerk, and a new court integration for the police's RMS system.

# Overview of General Fund Expenditures

## **Streets**

The Street Department maintains and repairs the City's street system to provide for safe roads for the traveling public.

Streets had an overall decrease of \$10,450 or 2.9% as compared to fiscal year 2023-24. The decrease is primarily due to a decrease in street repairs and maintenance and the purchase of an asphalt recycler machine in the prior year. This year's budget includes cost of living raises, an increase in health care premiums, and capital street improvements.

## **Parks**

The Parks Department maintains the City's parks to help provide recreational opportunities in a well-maintained and safe environment to help improve the quality of life for citizens.

Parks had an overall decrease of \$7,200 or 27.6% as compared to fiscal year 2023-24. This decrease is due to park improvements and a new mower being included in the prior year. This budget includes new mulch and new security cameras for the park.

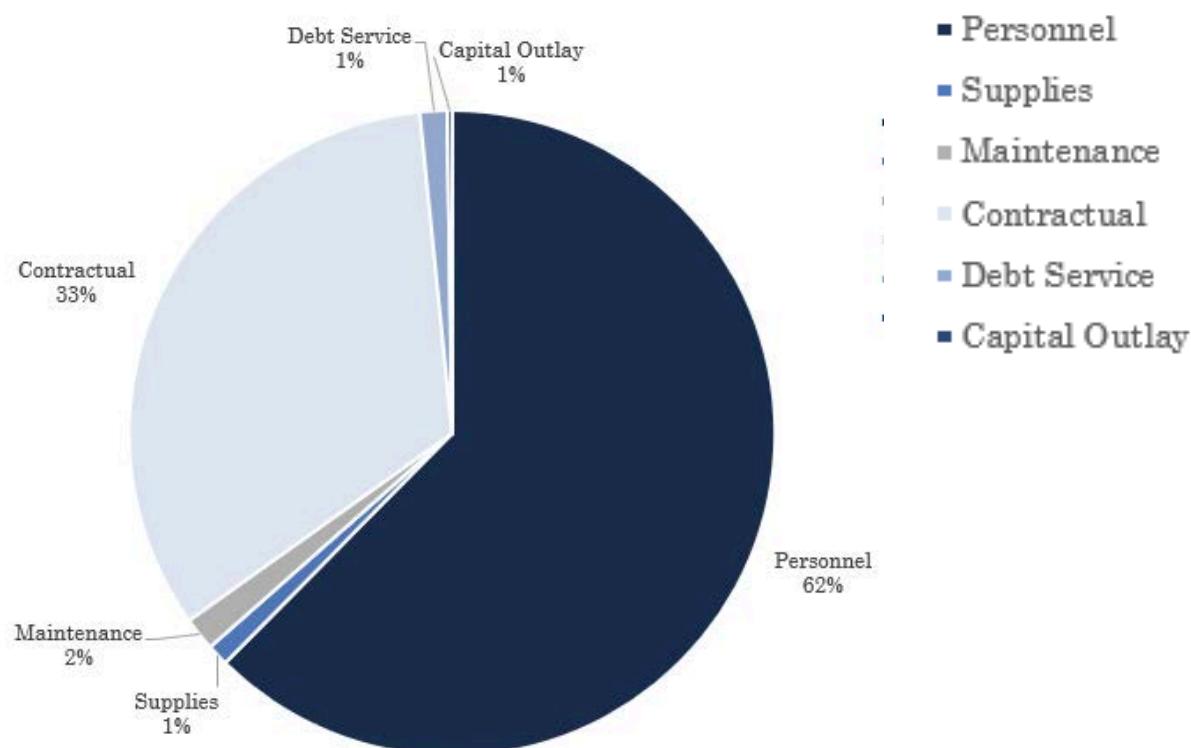


# Overview of General Fund Expenditures - Administration

| Full Time Equivalency Schedule    |                 |                 |                 |                  |                         |
|-----------------------------------|-----------------|-----------------|-----------------|------------------|-------------------------|
| Staffing                          | Actual FY 21-22 | Actual FY 22-23 | Actual FY 23-24 | Adopted FY 24-25 | Difference 2024 to 2025 |
| General Fund                      |                 |                 |                 |                  |                         |
| <b>Administration</b>             |                 |                 |                 |                  |                         |
| City Manager                      | 1               | 1               | 1               | 1                | 0                       |
| City Secretary                    | 1               | 1               | 1               | 1                | 0                       |
| Finance Director                  | 1               | 1               | 1               | 1                | 0                       |
| Human Resources Director          | 1               | 1               | 1               | 1                | 0                       |
| Permits/Code Enforcement Director | 1               | 1               | 1               | 1                | 0                       |
| Communications Director           | 1               | 1               | 1               | 1                | 0                       |
| <b>Total Administration FTE</b>   | <b>6</b>        | <b>6</b>        | <b>6</b>        | <b>6</b>         | <b>0</b>                |

| Administration |                   |                   |                   |                    |
|----------------|-------------------|-------------------|-------------------|--------------------|
|                | Actual FY 2021-22 | Actual FY 2022-23 | Budget FY 2023-24 | Budget FY 2024-25  |
| Personnel      | \$586,309         | \$538,575         | \$579,100         | \$638,200          |
| Supplies       | \$9,412           | \$12,165          | \$9,710           | \$11,100           |
| Maintenance    | \$16,506          | \$24,300          | \$18,100          | \$17,100           |
| Contractual    | \$219,753         | \$269,712         | \$272,000         | \$339,900          |
| Debt Service   | \$0               | \$13,821          | \$13,900          | \$13,900           |
| Capital Outlay | \$4,425           | \$51,745          | \$8,700           | \$2,500            |
| <b>Total</b>   | <b>\$836,404</b>  | <b>\$910,318</b>  | <b>\$901,510</b>  | <b>\$1,022,700</b> |

## Administration Budget FY 2024-25



## **FY 2023-24 Accomplishments:**

- Presented, operated and maintained a balanced budget
- Enhanced public safety initiatives through collaborative efforts with our growth and law enforcement
- Developed partnerships with local businesses to promote economic growth and job creation
- Created an Interlocal agreement with Smith County on street improvements
- Completed construction on All-Inclusive Addition to Bullard Kids' Park
- Received the Distinguished Budget Presentation Award for the fourth year in a row
- Bullard Police Department added a full-time Patrol Officer position, added a part-time clerk position in the Municipal Court, and a full-time position in the Wastewater Department
- Began construction of Well #8

## **FY 2024-25 Objectives:**

- Update comprehensive strategic plan for sustainable development and growth.
- Improve infrastructure to support population growth and economic development.
- Enhance emergency preparedness and response capabilities to ensure public safety.
- Strengthen partnerships with neighboring municipalities and regional organizations.

## FY 2023-24 Accomplishments:

- Completed the 2024 General Election cycle.
- Completed four annexations.
- Continued with update of City Map for City limits, and zoning.
- Continued to update website with Minutes for Council, P&Z and BEDCO.
- Attended Texas Municipal Clerks Seminars to keep up with ever changing laws and procedures affecting the City Secretary's Office and continue to bring back knowledge that is beneficial to City both legally and financially.
- Attended the Annual Secretary of State Election Law Seminar and the Texas Municipal Clerk's Election Law.
- Prepared agendas, minutes, notices and documents related to: 20 Council Meetings; 5 P&Z Meetings; and 1 BEDCO Meeting

## FY 2024-25 Objectives:

- Continue with update of City Map for City limits, zoning and assign new street addresses as required.
- Attend Secretary of State Election Law Seminar and Texas Municipal Clerk's Election Law Seminar and prepare for 2025 Election.
- Complete annexation process on petition of owners.
- Organize files kept by City Secretary's Office.
- Continue to update website with Minutes for Council, P&Z and BEDCO and information related to the City Secretary's Office.
- Attend Texas Municipal Clerks Seminars to keep up with ever changing laws and procedures affecting the City Secretary's Office and continue to bring back knowledge that is beneficial to the City both legally and financially.
- Continue to file Plats and other documents in Smith and Cherokee Counties and maintain a copy for City records.
- Prepare Notices in accordance with State Statutes, attend meetings, prepare minutes, post same on City's website and maintain permanent records according to State law.

| Performance Measures - Council Goal - Operational Excellence  |                   |                   |                   |                      |
|---|-------------------|-------------------|-------------------|----------------------|
| City Secretary  | FY 2022<br>Actual | FY 2023<br>Actual | FY 2024<br>Actual | FY 2025<br>Projected |
| Agendas for City Council, Planning & Zoning, Bullard Economic Development, and Board of Adjustment posted on door and website at least 72 hours prior to meetings | 100%              | 100%              | 100%              | 100%                 |
| Captions of all Ordinances published following adoption and forwarded for codification to Code of Ordinances  | 100%              | 100%              | 100%              | 100%                 |

## **FY 2023-24 Accomplishments:**

- Created timely monthly budget to actual reports
- Completed monthly sales tax reports
- Completed monthly TMRS reports
- Completed annual continuing disclosure report
- Completed annual debt obligation report
- Worked with City department heads to maintain fiscal responsibility in spending
- Completed Budget Document
- Received a clean opinion on the Annual Comprehensive Financial Report (ACFR) and audit
- Awarded the Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award

## **FY 2024-25 Objectives:**

### **Council Goal - Sound Financially**

- Create timely monthly budget to actual reports
- Complete all monthly and annual reports
- Adhere to all necessary financial reporting and audit requirements
- Provide support and consult with all City departments and management to maintain fiscal responsibility
- Increase financial transparency
- Continue financial planning for new wastewater treatment plant
- Receive a clean opinion on the Annual Comprehensive Financial Report (ACFR) and audit
- Maintain the high level of reporting necessary for obtaining the GFOA Distinguished Budget Presentation Award

## **FY 2023-24 Accomplishments:**

- Increased sponsorship partnerships for City events
- Received more sponsorship money than budgeted for all annual city events
- Increased event attendance
- Increased event vendors for each annual city event
- Updated City's Marketing & Communication Plan
- Served as in-house resource for all communication aspects
- Expanded transparency initiatives
- Increased social media engagement on both the City & Police Department
- Prepared Social Media reports
- Attended GSMCON 2024 to increase knowledge and optimize productivity in the Communications and Public Relations department
- Implemented new ways to educate and communicate with citizens
- Reestablished relationships and created new ones throughout the community
- Monthly reporting to Council

## **FY 2024-25 Objectives:**

- Increase event attendance
- Increase sponsorship partnerships
- Expand transparency initiatives
- Continue to grow social media presence on all platforms for both City of Bullard & Bullard Police Department pages
- Continue to reestablish relationships and create new ones throughout the community
- Reestablish and implement new employee recognition program
- Continue creating interesting and relevant content to share to all social media platforms
- Utilizing the new features that were done during our website re-launch and implementing those features consistently
- Attend GSMCON 2025
- Rebuild and rebrand MyBullard App and utilize features for residents

## **FY 2023-24 Accomplishments:**

- Completed TX Health Benefits Open enrollment and annual agreements
- Monthly reports for Council
- Maintained participation on Wellness Incentive Program to 47.1%
- Arranged Aflac Open enrollment day event
- Attended TMHRA Conference to optimize productivity, increase knowledge and strengthen the foundation of the human resources functions of municipal government

## **FY 2024-25 Objectives:**

- Update HR website page with additional information and FAQ section
- Complete TX Health Open Enrollment and annual agreements
- Complete Aflac Open enrollment
- Update job descriptions
- Attend TMHRA Annual Conference
- Continue to increase participation on Wellness Incentive Program
- Obtain SHRM-CP Certification

## FY 2023-24 Accomplishments:

- Artesian Meadows has started under construction
- Rollingwood Hills has new construction and clearing woods
- New application with subcontractors included
- Several irrigation meters installed
- Irrigation installed in Meadows East and Cherokee Ridge
- Not many code issues to deal with; Complaints, I manage with the person involved

## FY 2024-25 Objectives:

### Council Goal - Sound Financially

- Establish a relationship with the Police Department to work code violations
- Working on new additions and commercial businesses
- Showing support and city growth
- Maintaining and keeping notes on a daily basis
- Building plans and hard copies are stored as a new development is completed
- Brook Hill and Bullard ISD Schools will be adding and remodeling; Plans reviewed and some adjustments made, construction will start soon

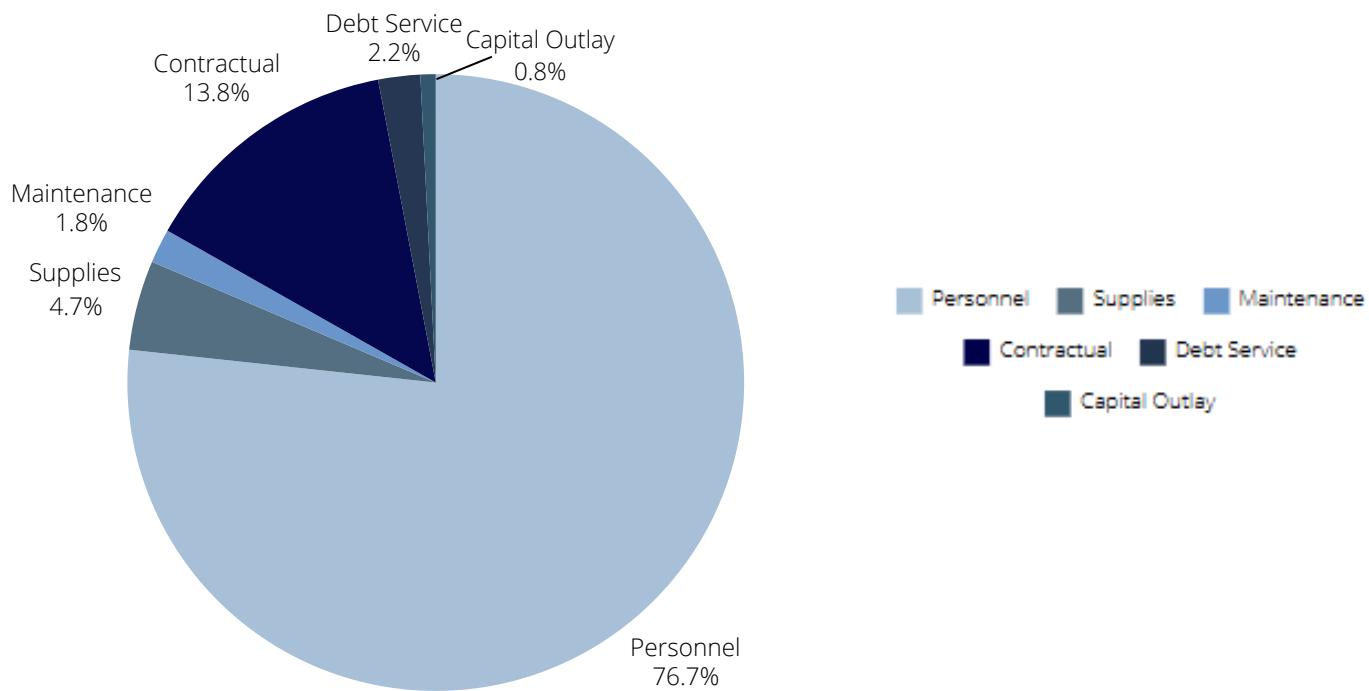
### Performance Measures - Council Goal - Sound Financially

| <u>Development</u>                     | <u>FY 2020<br/>Actual</u> | <u>FY 2021<br/>Actual</u> | <u>FY 2022<br/>Actual</u> | <u>FY 2023<br/>Actual</u> | <u>FY 2024<br/>Actual</u> | <u>FY 2025<br/>Projected</u> |
|--|---------------------------|---------------------------|---------------------------|---------------------------|---------------------------|------------------------------|
| # of Residential Permits               | 93                        | 97                        | 121                       | 70                        | 72                        | 70                           |
| # of Permits Issued                    | 134                       | 183                       | 282                       | 160                       | 420                       | 300                          |
| # of Certificate of Occupancies Issued | 61                        | 86                        | 82                        | 70                        | 62                        | 70                           |

# Police Department

| Staffing                           | Actual<br>FY 21-22 | Actual<br>FY 22-23 | Actual<br>FY 23-24 | Adopted<br>FY 24-25 | Difference<br>2024 to 2025 |
|------------------------------------|--------------------|--------------------|--------------------|---------------------|----------------------------|
| <b>Police Department</b>           |                    |                    |                    |                     |                            |
| Chief of Police                    | 1                  | 1                  | 1                  | 1                   | 0                          |
| Lieutenant                         | 1                  | 2                  | 2                  | 2                   | 0                          |
| Sergeant                           | 2                  | 3                  | 2                  | 3                   | 1                          |
| Detective                          | 1                  | 1                  | 1                  | 1                   | 0                          |
| K-9 Officer                        | 1                  | 1                  | 1                  | 0                   | -1                         |
| SRO Officer                        | 2                  | 1                  | 1                  | 0                   | -1                         |
| Patrol Officer                     | 4                  | 4                  | 5                  | 6                   | 1                          |
| Police Secretary                   | 1                  | 1                  | 1                  | 1                   | 0                          |
| Warrant/Admin Assistant            | 1                  | 1                  | 1                  | 1                   | 0                          |
| <b>Total Police Department-FTE</b> | <b>14</b>          | <b>15</b>          | <b>15</b>          | <b>15</b>           | <b>0</b>                   |

| Police Department |                      |                      |                      |                      |
|-------------------|----------------------|----------------------|----------------------|----------------------|
|                   | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 |
| Personnel         | \$1,021,392          | \$1,038,480          | \$1,123,800          | \$1,281,000          |
| Supplies          | \$70,033             | \$83,199             | \$79,000             | \$78,500             |
| Maintenance       | \$28,193             | \$32,146             | \$40,040             | \$29,600             |
| Contractual       | \$202,563            | \$241,367            | \$290,700            | \$230,300            |
| Debt Service      | \$118,680            | \$115,662            | \$100,500            | \$37,600             |
| Capital Outlay    | \$103,865            | \$93,545             | \$24,700             | \$13,600             |
| <b>Total</b>      | <b>\$1,544,726</b>   | <b>\$1,604,400</b>   | <b>\$1,658,740</b>   | <b>\$1,670,600</b>   |



## Bullard Police Department Mission Statement

Maintain social order and provide professional law enforcement services to citizens in the community. This department strives to enforce the law and maintain order in a fair and impartial manner, recognizing the need for justice. The Chief recognizes that no law enforcement agency can operate at its maximum potential without supportive input from the citizens it serves. This department actively solicits and encourages the cooperation of all citizens to reduce and limit the opportunities for crime and to assist in bringing to justice those that break the law.

**Performance Measures - Council Goal - Community Safety**

| <b>Police Budget Statistics</b>  |                                 |                                 |                                    |
|--|---------------------------------|---------------------------------|------------------------------------|
|  | <u>Actual</u><br><u>FY 2023</u> | <u>Actual</u><br><u>FY 2024</u> | <u>Projected</u><br><u>FY 2025</u> |
| <b>Calls for Service</b>   | 1496                            | 1319                            | 1700                               |
| <b>Traffic Stops</b>   | 3171                            | 3222                            | 4000                               |
| <b>Citations</b>   | 1383                            | 1351                            | 1850                               |
| ***Note the number of traffic stops and citations in 2023-2024 reflect due to staffing shortages for the 2023-2024 fiscal year.*** |                                 |                                 |                                    |

## FY 2023-24 Accomplishments:

- EQUIPMENT- Purchases Active Shooter Response Breaching Kits and ballistic shields for all BPD Patrol vehicles. The Agency was able to accomplish this and now every patrol vehicle is equipped with a high-quality breaching tool. This tool is designed to allow officers to breach buildings and doors to access locked down areas where an active shooter is located and aids officers to neutralize any threat. The ballistic shields were added to the patrol vehicles to provide officers who are quickly responding to any threat a high level of protection from rifle rounds and provided a level of cover if they are in a compromising location. These can be utilized with everything from Active shooter response to barricaded suspects, and high-risk traffic stops where the officer may need to approach the vehicle.
- NATIONAL NIGHT OUT- In 2024 the Bullard Police Department once again participated in the National Night Out event that brought a significant event where Bullard residents came out in support of Police and First Responders. This event involved multiple agencies including other law enforcement, EMS, Fire Department, Wrecker Services, Parks and Wildlife and BISD Police Department. The event was also sponsored by local businesses such as Whataburger, Sonic and other local businesses from around the area. Upon completion of the event and review by the board, Bullard received 1st place nationally in towns with a population of 5,000 people or less. This is a great accomplishment and one that Bullard Police Department hopes to continue excelling at in the future.
- EFORCE RECORDS MANAGEMENT SYSTEM- The Bullard Police Department was able to implement the new EFORCE RMS software to replace the CopSync/Kologik system. This allowed for significantly more agency efficiency in report writing, report time usage, and crime analytics for the Police Administration. The new EFORCE system is utilized in both the RMS system used for crime reports as well as a Mobile module which allows officers to run vehicle and driver information through the TCIC/NCIC systems from their in car computers.
- AXON VIDEO SYSTEM- The Bullard Police Department implemented a new in-car video system from Axon that allowed for significantly more efficient operation and evidence retention. The new Axon mobile system allows the in-car camera to link with the officer's body worn camera to operate together. The new Axon system also incorporated ALPR automated license plate readers into every patrol vehicle. This ALPR system allows officers to be notified if they drive by or pass a vehicle on the roadway that may be stolen, have an officer safety alert, or a wanted person operating it.
- CJIS AUDIT- In November of 2023 the Bullard Police Department underwent a State's CJIS Audit of the DPS Secure site and the Bullard Police Department facility by Texas DPS Crime Records Division. This audit was an onsite audit in which the facility was required to show proper security levels and restricted access to all CJIS information. The agency was able to complete the audit with very minimal corrections. Once these were made, the agency received a pass of the audit from the Crimes Record Division..

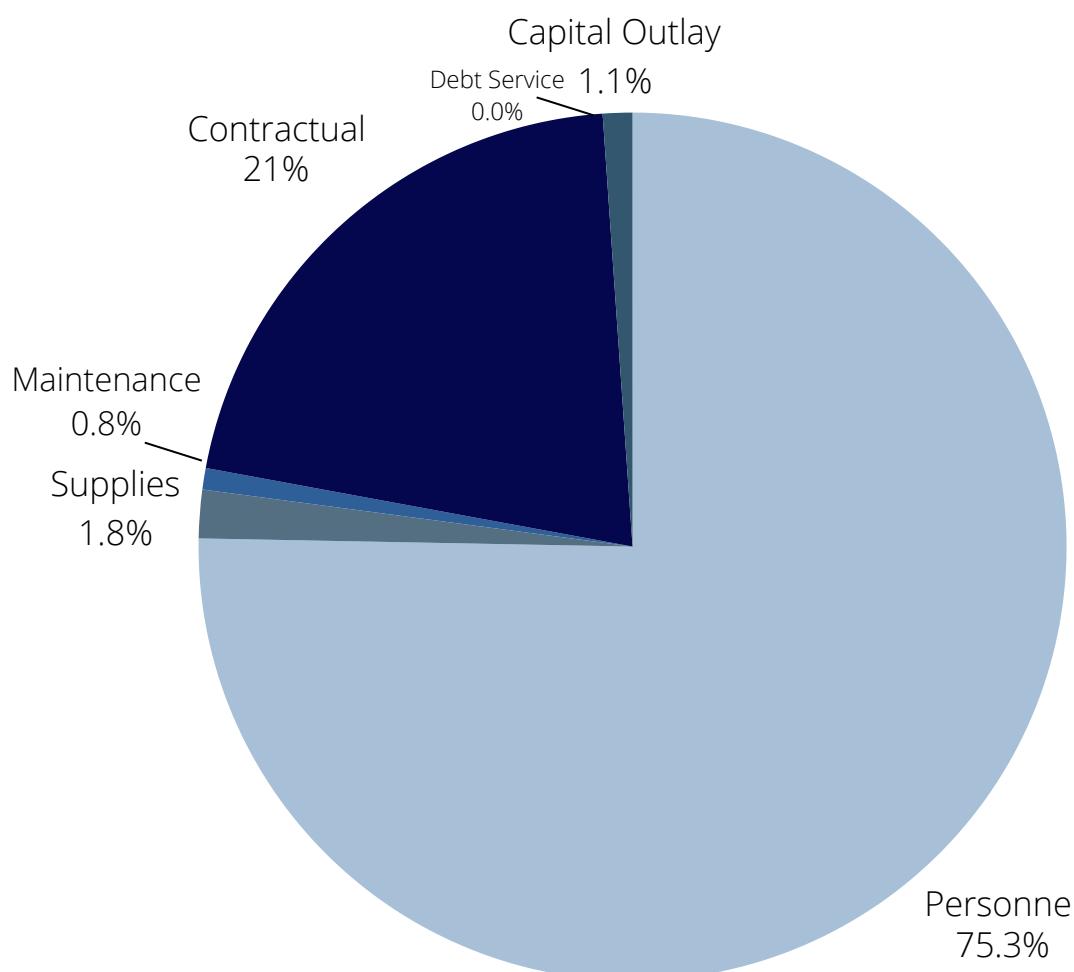
## **FY 2024-25 Objectives: Council Goal - Community Safety**

- TPCA Accreditation- The Bullard Police Department will strive to become one of the Texas Police Chief's Association accredited agencies. This program implements specific criteria and requires on-site audits and visits from TPCA personnel to ensure compliance. Once accredited, the agency will be operating under the best practices for law enforcement agencies in Texas, thus managing and mitigating liability.
- Prioritize the training of Officers within the patrol division for enhanced proactive patrol techniques. Due to the number of newer and younger officers within the agency, this training will emphasize the importance of being proactive within the Bullard community.
- Evidence Audit and Inventory- The agency needs to conduct a full evidence audit and inventory. This must be completed for TPCA Accreditation compliance as well as adherence to law enforcement best practices.
- Upgrade Axon Conducted Electrical Weapon (Taser) Program- The agency's current Axon CEW weapons are antiquated and will soon be at manufacturer end of life. This less lethal device is pivotal to Officer safety, de-escalation and use of force. The program needs to be updated to newer devices for deployment dependability
- Access control program for the Police Department- The agency currently utilizes control access by keypad and assigned key entry numbers. This is an antiquated and undependable way of allowing access to controlled areas. A keypad entry system is needed to control access for former employees, monitor access into controlled areas by time stamp and date, as well as efficiently securing the building with remote access to activate or deactivate an employee's ability to access the facility.
- Continue support and participation in all current community outreach programs such as Blast over Bullard, Christmas Parade, National Night Out, Coptober Fest, Coffee with a Cop and other events which build community trust and community outreach.

# Municipal Court

| Staffing                         | Actual FY 21-22 | Actual FY 22-23 | Actual FY 23-24 | Adopted FY 24-25 | Difference 2024 to 2025 |
|----------------------------------|-----------------|-----------------|-----------------|------------------|-------------------------|
| <b>Municipal Court</b>           |                 |                 |                 |                  |                         |
| Court Clerk                      | 0               | 0               | 0               | 1                | 1                       |
| Part-Time Clerk                  | 1               | 1               | 1               | 1                | 0                       |
| <b>Total Municipal Court-FTE</b> | <b>1</b>        | <b>1</b>        | <b>1</b>        | <b>2</b>         | <b>1</b>                |

| Court          |                   |                   |                   |                   |
|----------------|-------------------|-------------------|-------------------|-------------------|
|                | Actual FY 2021-22 | Actual FY 2022-23 | Budget FY 2023-24 | Budget FY 2024-25 |
| Personnel      | \$98,383          | \$95,039          | \$100,200         | \$135,300         |
| Supplies       | \$2,302           | \$2,198           | \$3,200           | \$3,200           |
| Maintenance    | \$486             | \$3,828           | \$2,000           | \$1,500           |
| Contractual    | \$25,137          | \$26,765          | \$30,600          | \$37,800          |
| Debt Service   | \$0               | \$0               | \$0               | \$0               |
| Capital Outlay | \$0               | \$1,339           | \$0               | \$2,000           |
| <b>Total</b>   | <b>\$126,308</b>  | <b>\$129,169</b>  | <b>\$136,000</b>  | <b>\$179,800</b>  |



## **FY 2023-24 Accomplishments**

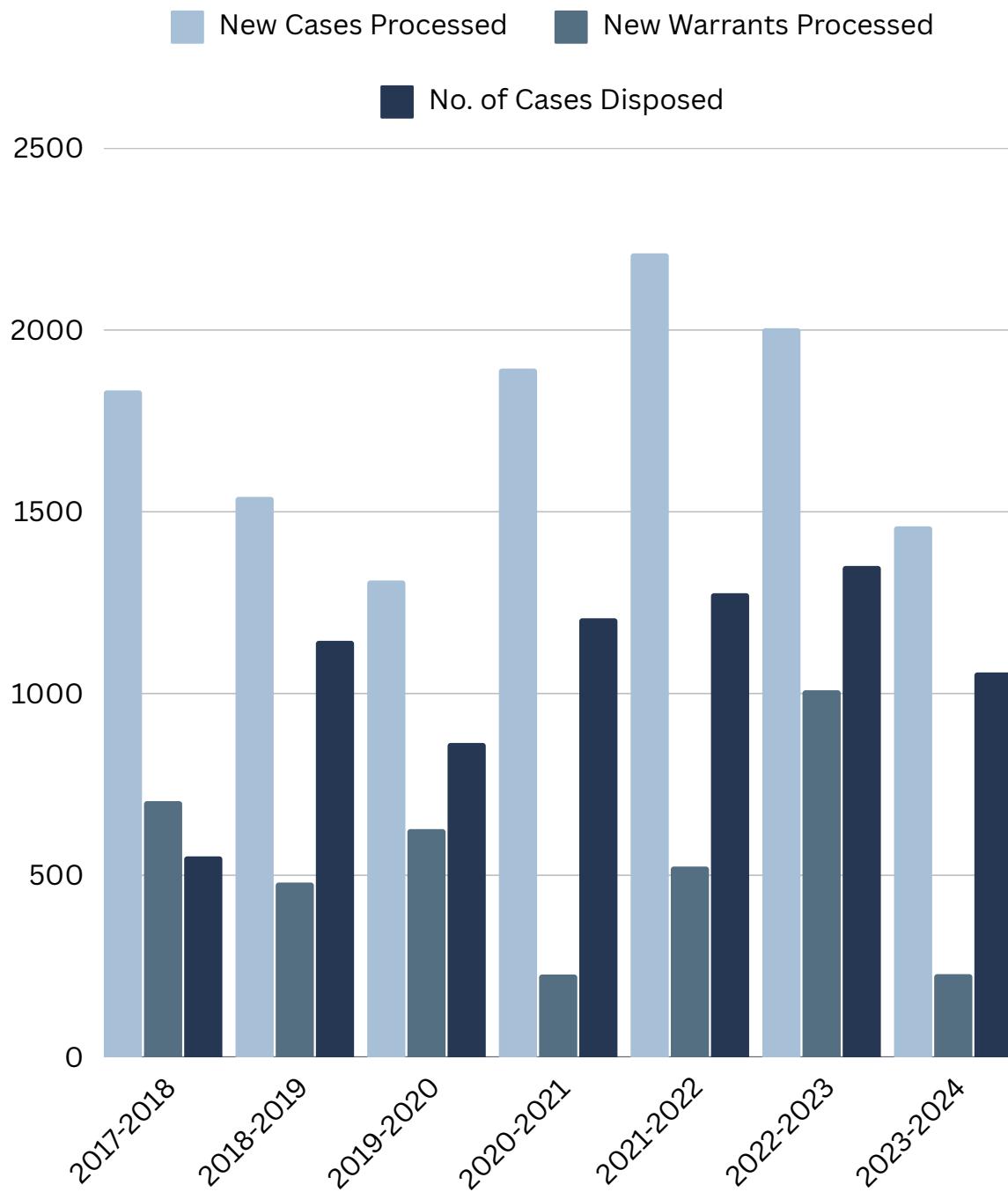
- Processed 1460 new cases
- Processed 228 new warrants
- Disposed 1058 cases
- Court staff participated in continuing educational courses and completed all requirements necessary to maintain certification
- Court staff participated in TMLIRP Cyber Security Training
- Remained current with Municipal Court related legislative additions and modifications with a September 1, 2023 effective date
- Successfully created and submitted, in a timely manner, all necessary reports due to the State, Judge, City Council, City Manager and Finance Director
- Successfully completed audit of court finances and cases of the previous year
- Adopted a new Youth Diversion Plan to take effect January 1, 2025

## **FY 2024-25 Objectives:**

### **Council Goal - Community Safety**

- Continue to focus on the disposition of all cases older than 6 years through pretrial negotiations and/or dismissals in the interest of justice
- Concentrate on warrant files that have a better chance of collections
- Continue to participate in state wide warrant roundups with the assistance of our collection agency
- Continue educational training for court staff
- Work on relationships with other organizations to work towards improving best practices and establish additional outside sources
- Work closely with Robert Davis and his office to push through more cases through pretrial and trial
- Work to successfully implement the new Youth Diversion Plan (effective Jan. 1, 2025)
- Receive, install and train in new court software
- Would like to see the court go paperless to help in overflow of paperwork/filing

## Performance Measures - Council Goal - Community Safety

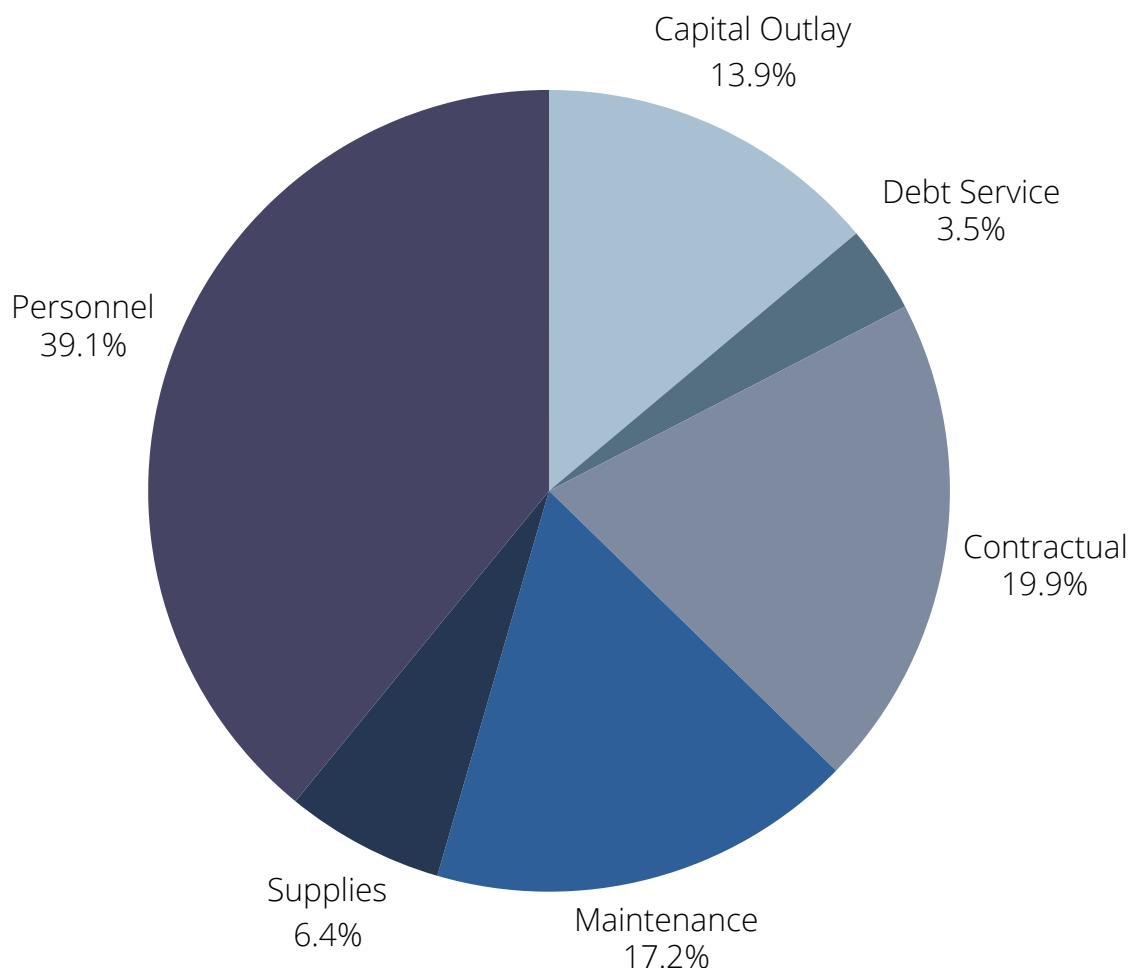


| Court                  |          |          |          |          |          |          |          |
|------------------------|----------|----------|----------|----------|----------|----------|----------|
|                        | FY 17-18 | FY 18-19 | FY 19-20 | FY 20-21 | FY 21-22 | FY 22-23 | FY 23-24 |
| New Cases Processed    | 1834     | 1541     | 1311     | 1894     | 2211     | 2005     | 1460     |
| New Warrants Processed | 704      | 480      | 627      | 227      | 524      | 1009     | 228      |
| No. of Cases Disposed  | 552      | 1145     | 864      | 1207     | 1276     | 1351     | 1058     |

# Street Department

| Staffing                            | Actual<br>FY 21-22 | Actual<br>FY 22-23 | Actual<br>FY 23-24 | Adopted<br>FY 24-25 | Difference<br>2024 to 2025 |
|-------------------------------------|--------------------|--------------------|--------------------|---------------------|----------------------------|
| <b>Streets</b>                      |                    |                    |                    |                     |                            |
| Maintenance Technician              | 2                  | 2                  | 2                  | 2                   | 0                          |
| Part-time Summer Hands              | 1                  | 1                  | 1                  | 1                   | 0                          |
| <b>Total Streets Department-FTE</b> | <b>3</b>           | <b>3</b>           | <b>3</b>           | <b>3</b>            | <b>0</b>                   |

| Street Department |                      |                      |                      |                      |
|-------------------|----------------------|----------------------|----------------------|----------------------|
|                   | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 |
| Personnel         | \$111,993            | \$109,851            | \$125,150            | \$136,200            |
| Supplies          | \$12,560             | \$14,742             | \$19,100             | \$22,100             |
| Maintenance       | \$50,436             | \$63,926             | \$77,500             | \$60,000             |
| Contractual       | \$62,889             | \$60,570             | \$63,500             | \$69,500             |
| Debt Service      | \$1,459              | \$54,611             | \$12,200             | \$12,200             |
| Capital Outlay    | \$20,400             | \$1,973,910          | \$61,500             | \$48,500             |
| <b>Total</b>      | <b>\$259,737</b>     | <b>\$2,277,610</b>   | <b>\$358,950</b>     | <b>\$348,500</b>     |



## FY 2023-24 Accomplishments:

- Continuing to fix potholes and clean out ditch lines along city streets.
- Remove and replace several culverts that have collapsed under city streets causing a drainage issue and street erosion.
- Working on a plan to improve several city streets.
- We were able to work with Smith County on an interlocal agreement to get some streets redone and are hoping to have a continued relationship with them so they can help us on several other streets; Work start date is pending.
- Purchased new work truck for the streets which is equipped with a box bed, holds all the tools and parts needed to replace or repair street signs, poles and reflectors.

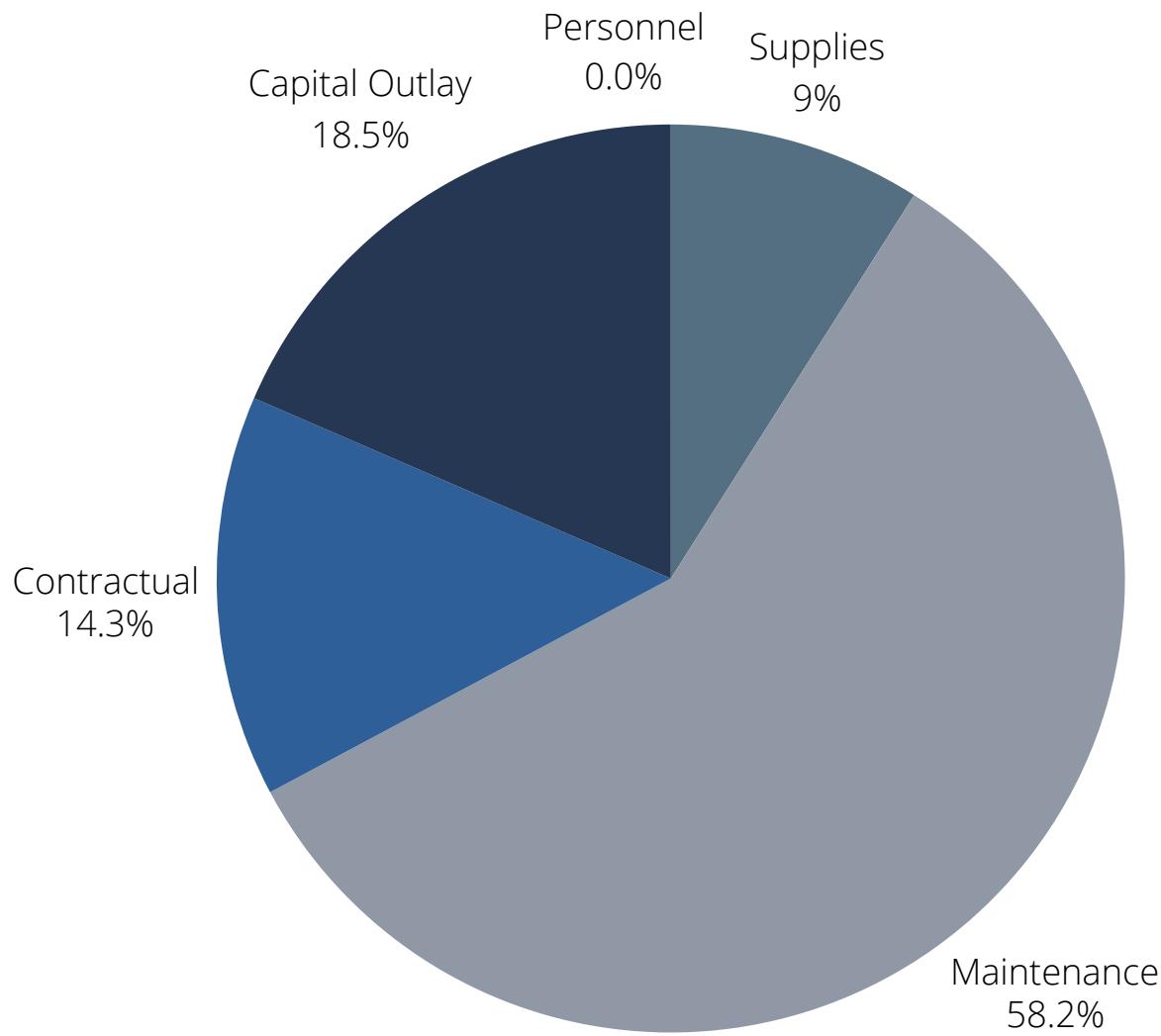
## FY 2024-25 Objectives:

### Council Goal - Enhance Facilities & Infrastructure

- Locate and properly mark water valves and Sewer manholes with the help of both departments.
- Continue to remove and replace damaged culverts.
- Continue to mow and clear R.O.W. and cut limbs that over hang our streets.
- Hire two more employees for department; Most jobs require more than two people and hiring an additional two will ensure three dedicated employees in the department and allow employees from other departments to focus on their position instead of being pulled to cover responsibilities in the streets department.



| Parks          |                      |                      |                      |                      |
|----------------|----------------------|----------------------|----------------------|----------------------|
|                | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 |
| Personnel      | \$0                  | \$0                  | \$0                  | \$0                  |
| Supplies       | \$496                | \$538                | \$1,000              | \$1,700              |
| Maintenance    | \$2,077              | \$8,189              | \$4,000              | \$11,000             |
| Contractual    | \$1,007              | \$1,159              | \$2,100              | \$2,700              |
| Capital Outlay | \$13,094             | \$0                  | \$19,000             | \$3,500              |
| <b>Total</b>   | <b>\$16,673</b>      | <b>\$9,886</b>       | <b>\$26,100</b>      | <b>\$18,900</b>      |



## FY 2023-24 Accomplishments:

- Completed day to day routine maintenance on both the Kids Park and OL Ferrell Park.
- Repaired playground equipment when needed.
- All Inclusive Kids Park was completed and we have received lots of positive feedback from the community.
- Restriped the parking lot.
- Installed a new pavilion and trash can.

## FY 2024-25 Objectives:

### Council Goal - Community Safety

- Repair or replace old and worn out play equipment
- Continue working on a project in progress to put pickle ball courts built at the park
- Upgrade camera system prior to pickle ball courts being built due to the high rate of vandalism we are already experiencing, we project it to increase with new amenities.
- Replace or rework wooden fence around the park prior to the TXDOT widening project being completed.
- Delegate an employee to oversee parks specifically. Duties will include maintenance, mowing (grass from Rather Street to West Tyler Street), weed eating, and cleaning all park grounds.





# Utility Fund

The City of Bullard has one proprietary fund, which is the Utility Fund. The Utility Fund accounts for the activities related to water, wastewater, solid waste and utility billing. The Utility Fund receives its revenue from water, wastewater and solid waste fees charged for services provided by the City to customers.

Fund Description and Summary

Statement of Revenues & Expenditures

Overview of Revenues & Expenditures

Utility Fund Departments

## Fund Summary

The Utility Fund is used to account for all revenues and expenditures related to water, wastewater, solid waste and utility billing. It receives its revenue from water, wastewater and solid waste fees charged for services provided by the City to customers. Utility Fund expenditures are directly related to the water, wastewater, solid waste and utility billing departments.

## Concluding Fiscal Year 2023-24 Financial Performance

**Revenues** for fiscal year 2023-24 in the Utility Fund are estimated to total \$2,649,100, which is \$236,070 or 8.2% less than revenues received during the 2022-23 fiscal year. This decrease was primarily due to conservative budgeting in Fiscal Year 2023-24.

**Expenditures** for fiscal year 2023-24 in the Utility Fund are estimated to be \$2,528,100 which is \$129,653 or 5.4% more than the actual expenditures in fiscal year 2022-23. This increase was primarily due to a new customer portal, an increase in electricity, a hydrant services plan, an additional collector and tower for the meter reading system, a new backhoe, and a new lift station.

## Fiscal Year 2024-25 Budget

**Revenues** for fiscal year 2024-25 are expected to total \$3,077,600, which is an increase of \$428,500 or 16.2% from fiscal year 2023-24. The increase is primarily due to an increase in customers and an increase in consumption by customers. Revenue categories for fiscal year 2024-25 are budgeted conservatively.

**Expenditures** for fiscal year 2024-25 are projected to be \$2,587,600, which is an increase of \$59,500 or 2.4% over fiscal year 2023-24. The increase is primarily due to employee pay increases, increase in health insurance premiums, the addition of a full-time employee, an increase in electricity, an additional collector for the meter reading system, a new utility truck, a utility bed for one of the trucks, and 5 Gantrey cranes for the lift stations.

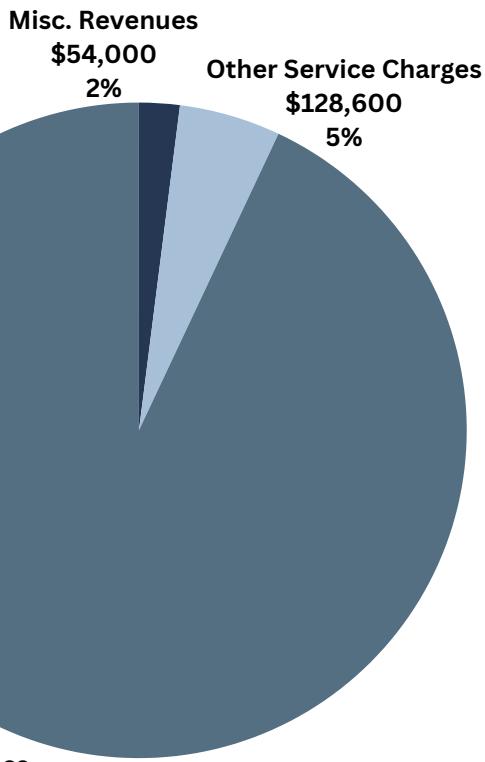
# Statement of Proprietary Fund Revenues & Expenditures

| Statement of Utility Fund Revenues |                      |                      |                      |                      |                            |
|------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------------|
|                                    | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 | % of Change<br>FY 24/FY 25 |
| <b>Charges for Services</b>        |                      |                      |                      |                      |                            |
| Residential                        | \$1,874,420          | \$1,993,152          | \$1,885,000          | \$2,150,000          | 14.1%                      |
| Commercial                         | \$545,275            | \$603,968            | \$581,500            | \$695,000            | 19.5%                      |
| <b>Total Charges for Services</b>  | <b>\$2,419,695</b>   | <b>\$2,597,120</b>   | <b>\$2,466,500</b>   | <b>\$2,845,000</b>   | <b>15.3%</b>               |
| <b>Other Service Charges</b>       |                      |                      |                      |                      |                            |
| Late Payment Penalties             | \$30,515             | \$34,412             | \$32,000             | \$38,000             | 18.8%                      |
| Connect, Transfer, & Service Fees  | \$20,190             | \$15,140             | \$16,100             | \$18,100             | 12.4%                      |
| Meter Set Fees                     | \$89,100             | \$40,875             | \$50,000             | \$60,000             | 20.0%                      |
| Tap Fees                           | \$5,175              | \$3,750              | \$6,000              | \$10,000             | 66.7%                      |
| CSI Inspection Fees                | \$4,585              | \$2,520              | \$3,000              | \$4,000              | 33.3%                      |
| Road Bore Fees                     | \$3,000              | -\$200               | \$3,000              | \$4,000              | 33.3%                      |
| Admin Fees                         | \$16,762             | \$17,766             | \$18,500             | \$19,500             | 5.4%                       |
| <b>Total Other Service Charges</b> | <b>\$169,326</b>     | <b>\$114,263</b>     | <b>\$128,600</b>     | <b>\$153,600</b>     | <b>19.4%</b>               |
| <b>Miscellaneous Revenue</b>       |                      |                      |                      |                      |                            |
| Investment Income                  | \$15,694             | \$170,167            | \$50,000             | \$75,000             | 50.0%                      |
| Convenience Fees                   | \$318                | \$837                | \$2,000              | \$2,000              | 0.0%                       |
| Grant Revenue                      | \$2,373              | \$0                  | \$0                  | \$0                  | 0.0%                       |
| Miscellaneous                      | \$47,822             | \$2,782              | \$2,000              | \$2,000              | 0.0%                       |
| <b>Total Miscellaneous Revenue</b> | <b>\$66,206</b>      | <b>\$173,787</b>     | <b>\$54,000</b>      | <b>\$79,000</b>      | <b>46.3%</b>               |
| <b>Total Revenues</b>              | <b>\$2,655,228</b>   | <b>\$2,885,170</b>   | <b>\$2,649,100</b>   | <b>\$3,077,600</b>   | <b>16.2%</b>               |

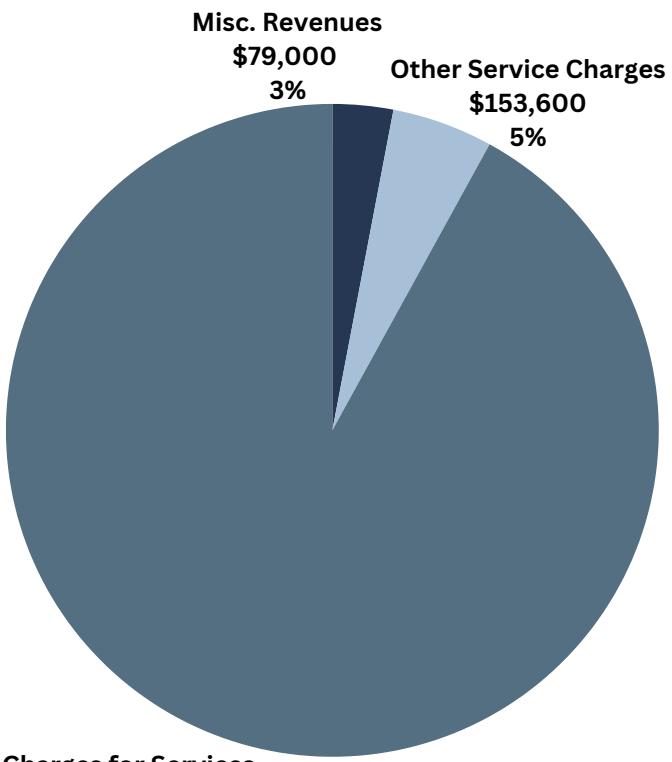
| Statement of Utility Fund Revenues |                      |                      |                      |                      |                            |
|------------------------------------|----------------------|----------------------|----------------------|----------------------|----------------------------|
|                                    | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 | % of Change<br>FY 24/FY 25 |
| Water                              | \$886,299            | \$1,097,940          | \$1,137,650          | \$1,045,050          | -8.1%                      |
| Wastewater                         | \$689,647            | \$769,680            | \$782,050            | \$894,150            | 14.3%                      |
| Solid Waste                        | \$388,214            | \$418,026            | \$469,000            | \$506,000            | 7.9%                       |
| Utility Billing                    | \$112,478            | \$112,801            | \$139,400            | \$142,400            | 2.2%                       |
| <b>Total Expenditures</b>          | <b>\$2,076,639</b>   | <b>\$2,398,447</b>   | <b>\$2,528,100</b>   | <b>\$2,587,600</b>   | <b>2.4%</b>                |
| <b>Net Increase/(Decrease)</b>     | <b>\$578,589</b>     | <b>\$486,723</b>     | <b>\$121,000</b>     | <b>\$490,000</b>     | <b>305.0%</b>              |

# Overview of Proprietary Fund Revenues

## FY 2023-24 Budget



## FY 2024-25 Budget



## Charges for Services

Total charges for services for fiscal year 2024-25 are projected to increase by \$378,500 or 15.4% over fiscal year 2023-24. This increase is primarily due to an increase in residential water customers.

Charges for services include fees charged for water, wastewater and solid waste.

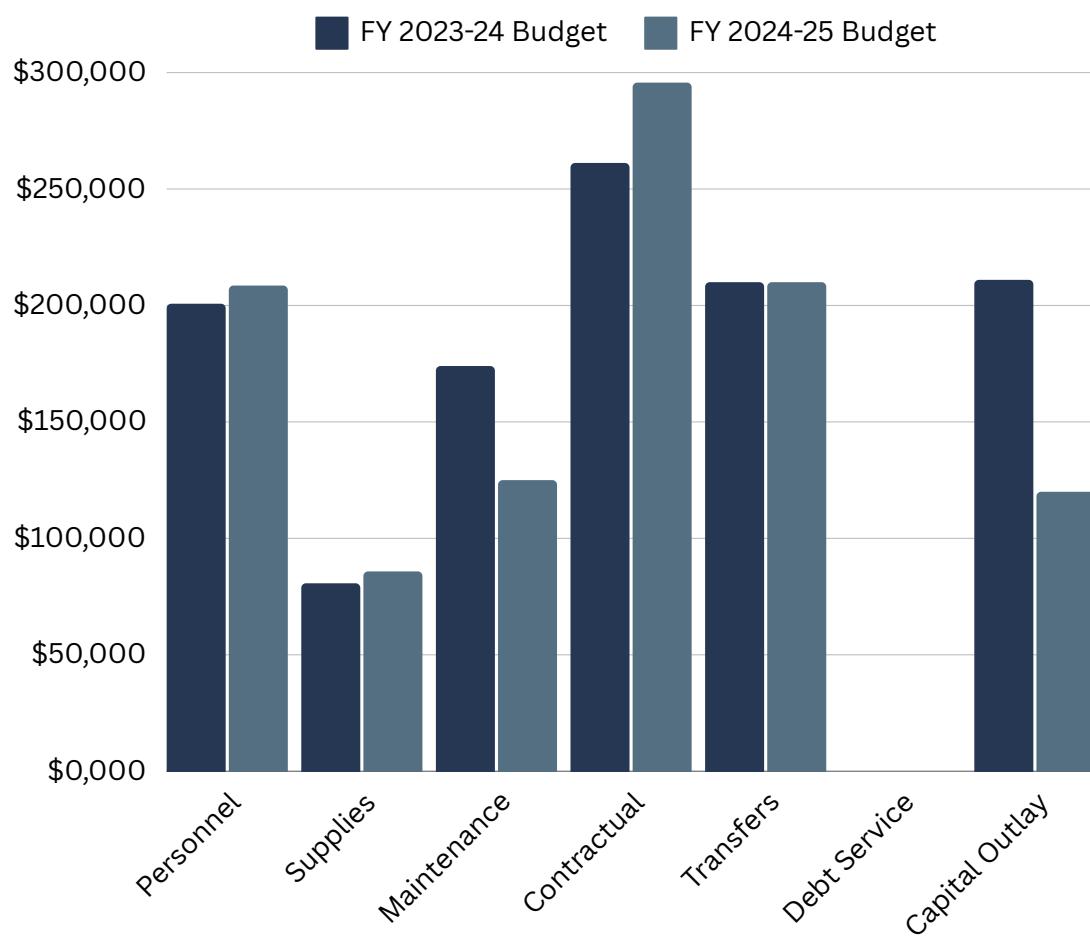
Projected revenue for each department:

- Water: \$1,635,100
- Wastewater: \$714,000
- Solid Waste: \$649,500

## Other Revenues

Total Other Revenues for fiscal year 2024-25 are projected to increase by \$25,000 or 46.3% as compared to fiscal year 2023-24. This increase is primarily due to an increase in interest rates for interest income.

# Overview of Proprietary Fund Expenditures



## Water

The Water Department manages the City's water supply and distribution system, striving to provide safe drinking water that meets state and federal regulations.

Total expenditures for the water department for fiscal year 2024-25 decreased \$92,600 or 8.1% as compared to fiscal year 2023-24. The decrease is primarily due to the purchase of a new backhoe in the previous year. New budget items for this year include a new utility truck and an additional collector for the water meter system. Increased budget items include pay raises, health insurance, and electricity.

## Wastewater

The Wastewater Department provides for the collection, treatment and disposal of wastewater in accordance with all federal, state and local regulations, striving to protect and improve the health, welfare and quality of life for the citizens.

Total expenditures for the wastewater department for fiscal year 2024-25 increased \$112,100 or 14.3% as compared to fiscal year 2023-24. New or increased major budget items for fiscal year 2024-25 include employee pay increases, an increase in health insurance premiums, the addition of a full-time employee, an increase in electricity, a utility bed for one of the trucks and 5 Gantrey cranes for the lift stations.

## **Solid Waste**

The Solid Waste Department works with the City's contracted solid waste manager who is responsible for the collection and disposal of all solid waste within the City following state and federal laws in order to make the City a more beautiful place to live.

Total expenditures for the solid waste department for fiscal year 2024-25 increased \$37,000 or 7.9% as compared to fiscal year 2023-24. This increase is due to an increase in customers serviced and an increase in solid waste rates.

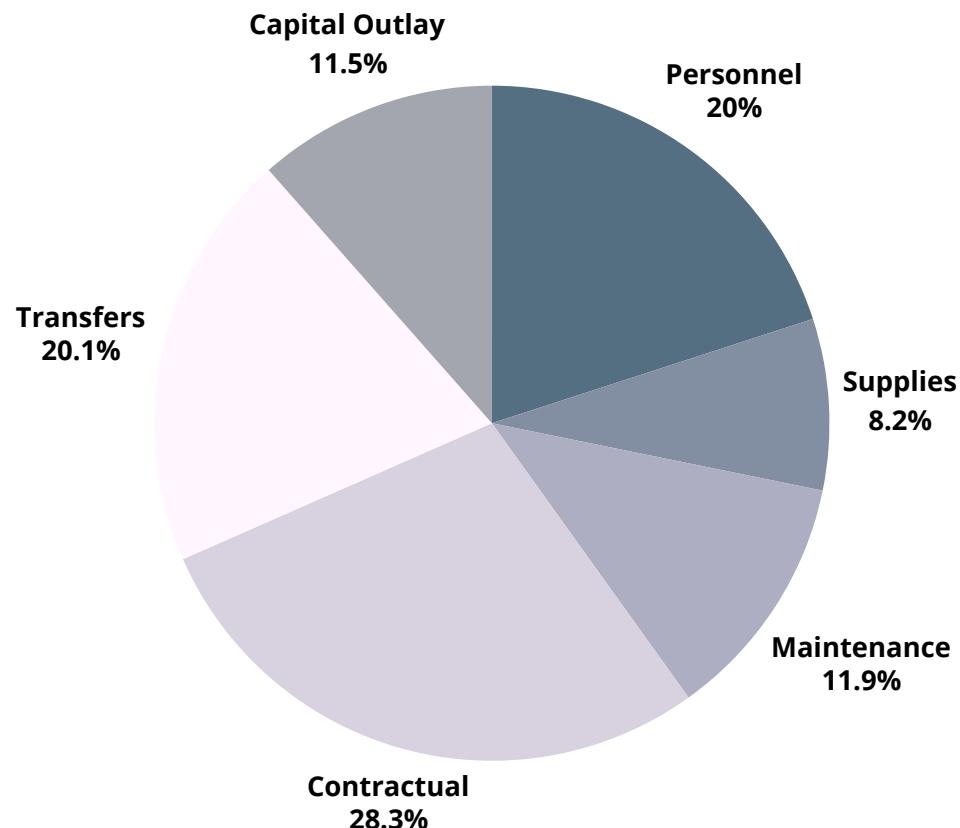
## **Utility Billing**

The Utility Billing Department manages the City's billing for water, wastewater and trash service and provides prompt and courteous customer service to the citizens.

Total expenditures for the utility billing department for fiscal year 2024-25 increased \$3,000 or 2.2% as compared to fiscal year 2023-24.

| Staffing                          | Actual<br>FY 21-22 | Actual<br>FY 22-23 | Actual<br>FY 23-24 | Adopted<br>FY 24-25 | Difference<br>2024 to 2025 |
|-----------------------------------|--------------------|--------------------|--------------------|---------------------|----------------------------|
| <b>Utility Fund</b>               |                    |                    |                    |                     |                            |
| Water                             |                    |                    |                    |                     |                            |
| Water Supervisor                  | 1                  | 1                  | 1                  | 1                   | 0                          |
| Maintenance Technician            | 2                  | 2                  | 2                  | 2                   | 0                          |
| <b>Total Water Department-FTE</b> | <b>3</b>           | <b>3</b>           | <b>3</b>           | <b>3</b>            | <b>0</b>                   |

| Water Department          |                      |                      |                      |                      |
|---------------------------|----------------------|----------------------|----------------------|----------------------|
|                           | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 |
| <b>Revenue:</b>           |                      |                      |                      |                      |
| Charges for Service       | \$1,479,364          | \$1,524,767          | \$1,398,600          | \$1,635,100          |
| Miscellaneous             | \$17,859             | \$171,369            | \$51,000             | \$76,000             |
| <b>Total Revenue</b>      | <b>\$1,497,223</b>   | <b>\$1,696,136</b>   | <b>\$1,449,600</b>   | <b>\$1,711,100</b>   |
| <br>                      |                      |                      |                      |                      |
| <b>Expenditures:</b>      |                      |                      |                      |                      |
| Personnel                 | \$193,873            | \$183,006            | \$200,750            | \$208,550            |
| Supplies                  | \$61,791             | \$73,383             | \$80,700             | \$85,800             |
| Maintenance               | \$150,452            | \$358,621            | \$174,000            | \$125,000            |
| Contractual               | \$161,406            | \$186,109            | \$261,200            | \$295,700            |
| Transfers                 | \$208,500            | \$210,000            | \$210,000            | \$210,000            |
| Debt Service              | \$44,179             | \$0                  | \$0                  | \$0                  |
| Capital Outlay            | \$66,099             | \$86,822             | \$211,000            | \$120,000            |
| <b>Total Expenditures</b> | <b>\$886,299</b>     | <b>\$1,097,940</b>   | <b>\$1,137,650</b>   | <b>\$1,045,050</b>   |



## **FY 2023-24 Accomplishments:**

- Starting on building a new water well; Contractor has drilled, installed casing, installed test well, and performed 36-hour pump test which showed 900 gallons per minute from the new well. Water test passed requirements and currently in the design phase of the treatment plant.
- Purchased a second collector for meter reading system.
- Mapping of Fire hydrants, valves, and water lines
- Purchased a new truck for water department
- Working to extend an 8 inch water line from South Loveless Street to South Todd Street to help get in larger waterlines to the previously mentioned streets and help with extending to Hwy 69 to feed the East side of Hwy 69 at a later date.

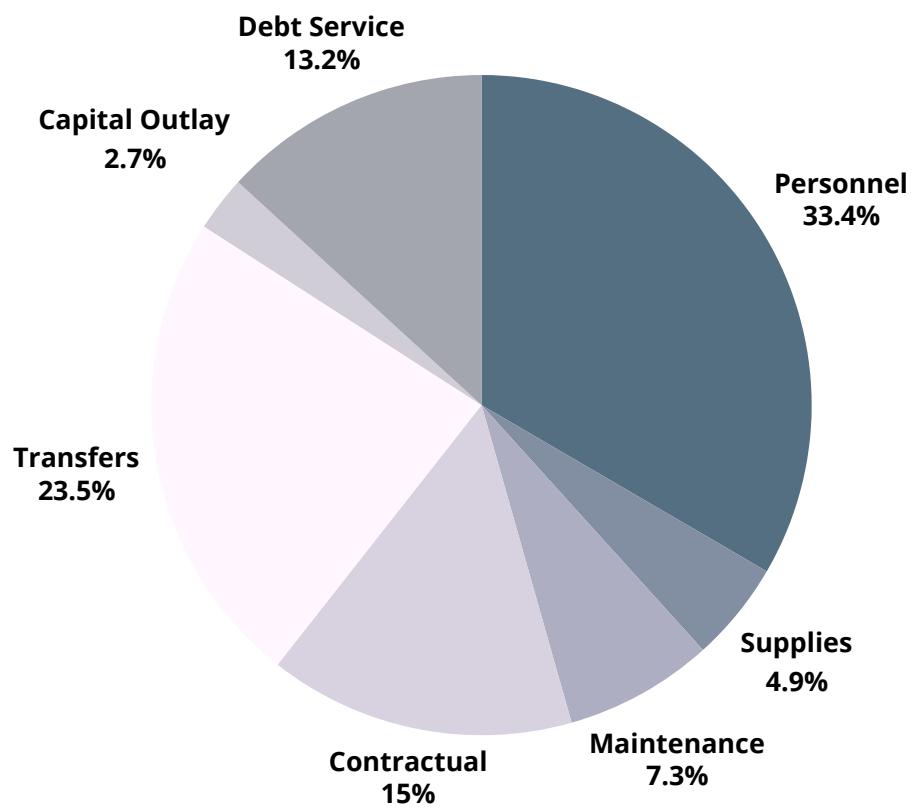
## **FY 2024-25 Objectives:**

### **Council Goal - Enhance Facilities & Infrastructure**

- Finish dismantling old well #5
- Continue mapping the City's water lines and valves
- Adding more junction points on the water lines from the West to the East side of town under Hwy 69
- Install a meter reading tower on the East side of town to help with meter reading and customer portal system
- Purchase and implement a customer portal system
- Upgrade water lines in problematic areas around town
- Install valves on water lines that don't have valves, to be able to isolate in case of water main break.
- Purchase and install a new SCADA system for the water wells prior to Well #8 coming online. This is due to our current dialer system no longer being made and parts are not readily available.
- Upgrade water lines and remove older aging lines.

| Staffing                               | Actual<br>FY 21-22 | Actual<br>FY 22-23 | Actual<br>FY 23-24 | Adopted<br>FY 24-25 | Difference<br>2024 to 2025 |
|--|--------------------|--------------------|--------------------|---------------------|----------------------------|
| <b>Wastewater</b>                      |                    |                    |                    |                     |                            |
| Utilities Director                     | 1                  | 1                  | 1                  | 1                   | 0                          |
| Wastewater Supervisor                  | 1                  | 1                  | 1                  | 1                   | 0                          |
| Maintenance Technician                 | 1                  | 1                  | 1                  | 2                   | 1                          |
| <b>Total Wastewater Department-FTE</b> | <b>3</b>           | <b>3</b>           | <b>3</b>           | <b>4</b>            | <b>1</b>                   |

| Wastewater Department     |                      |                      |                      |                      |
|---------------------------|----------------------|----------------------|----------------------|----------------------|
|                           | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 |
| Revenue:                  |                      |                      |                      |                      |
| Charges for Service       | \$601,884            | \$644,216            | \$608,000            | \$714,000            |
| Miscellaneous             | \$47,858             | \$1,395              | \$500                | \$500                |
| <b>Total Revenue</b>      | <b>\$649,742</b>     | <b>\$645,611</b>     | <b>\$608,500</b>     | <b>\$714,500</b>     |
| Expenditures:             |                      |                      |                      |                      |
| Personnel                 | \$243,418            | \$222,296            | \$242,750            | \$298,300            |
| Supplies                  | \$37,830             | \$35,236             | \$47,600             | \$44,100             |
| Maintenance               | \$33,611             | \$107,183            | \$74,000             | \$65,500             |
| Contractual               | \$88,125             | \$94,853             | \$121,600            | \$133,900            |
| Transfers                 | \$208,500            | \$210,000            | \$210,000            | \$210,000            |
| Debt Service              | \$69,523             | \$86,633             | \$68,100             | \$118,100            |
| Capital Outlay            | \$8,640              | \$13,479             | \$18,000             | \$24,250             |
| <b>Total Expenditures</b> | <b>\$689,647</b>     | <b>\$769,680</b>     | <b>\$782,050</b>     | <b>\$894,150</b>     |



## **FY 2023-24 Accomplishments:**

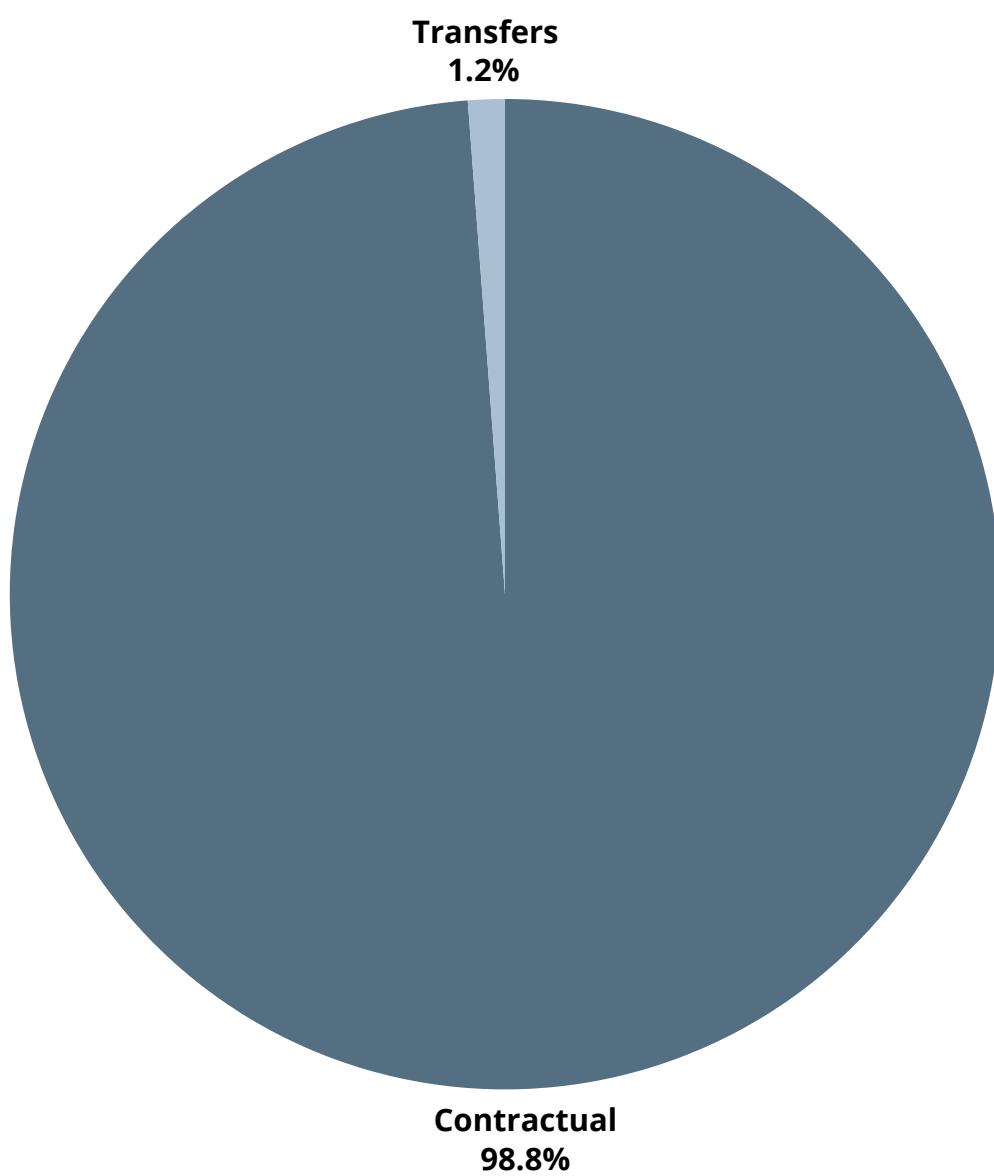
- Continued to maintain and repair sewer plant and lift stations as needed
- Continued to look for areas where water may get in to the sewer collection system
- Have a working mapping system in place, which we are updating
- Upgraded Courtney Lift Station, all new lift station and removed old one from service

## **FY 2024-25 Objectives:**

### **Council Goal - Enhance Facilities & Infrastructure**

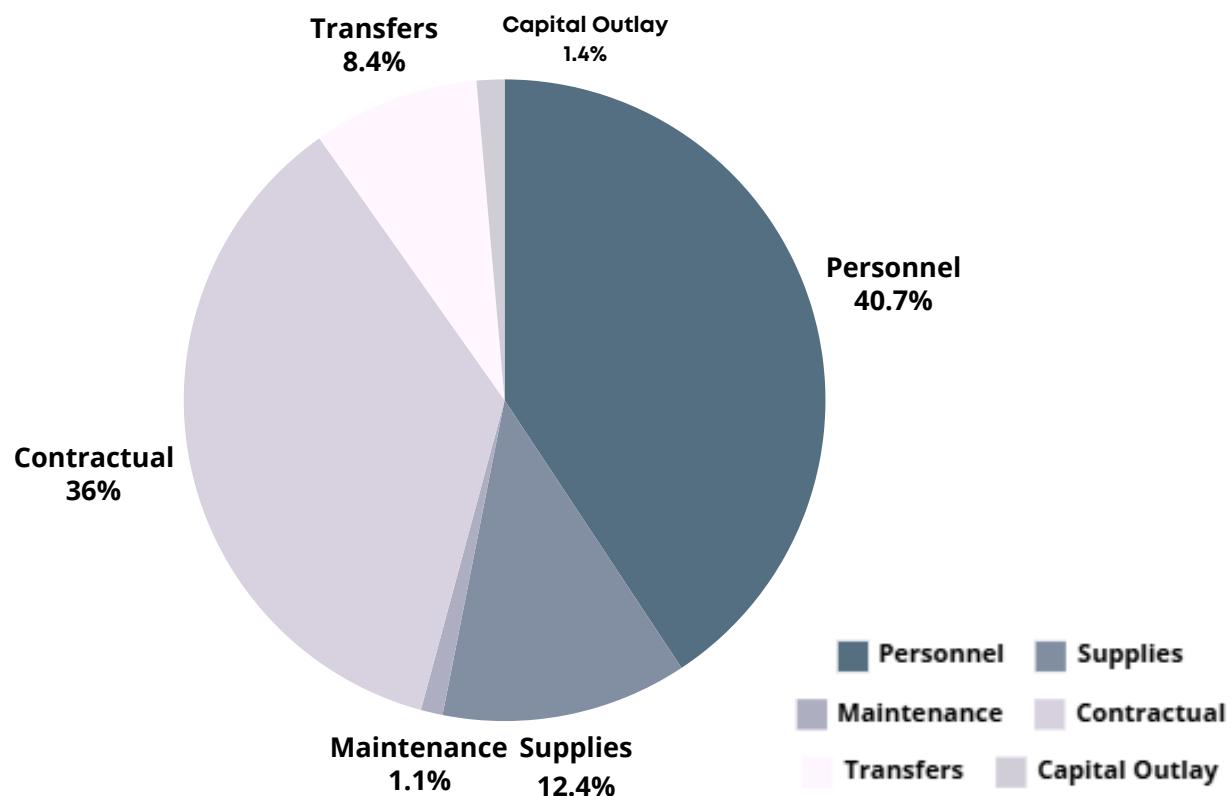
- Build a new lift station on Todd Street
- Working on building a new sewer plant
- Continuing to work on a plan to clean rags from lift stations to prevent future pump failure due to rags damaging pumps
- Find and repair places where storm water is getting in to collection system
- Finish installing quick connects at lift stations for generators
- Create and implement marketing campaign to create awareness on products that are harmful to sewer equipment; Do not flush awareness program, do not put down drain awareness (grease, etc.)
- Hire new full-time employee in sewer department which will help due to the amount of workload

| <b>Solid Waste Department</b> |                      |                      |                      |                      |
|-------------------------------|----------------------|----------------------|----------------------|----------------------|
|                               | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 |
| Contractual                   | \$382,214            | \$412,026            | \$463,000            | \$500,000            |
| Transfers                     | \$6,000              | \$6,000              | \$6,000              | \$6,000              |
| <b>Total</b>                  | <b>\$388,214</b>     | <b>\$418,026</b>     | <b>\$469,000</b>     | <b>\$506,000</b>     |



| Staffing                                    | Actual<br><u>FY 21-22</u> | Actual<br><u>FY 22-23</u> | Actual<br><u>FY 23-24</u> | Adopted<br><u>FY 24-25</u> | Difference<br><u>2024 to 2025</u> |
|---|---------------------------|---------------------------|---------------------------|----------------------------|-----------------------------------|
| <b>Utility Billing</b>                      |                           |                           |                           |                            |                                   |
| Utility Clerk                               | 1                         | 1                         | 1                         | 1                          | 0                                 |
| <b>Total Utility Billing Department-FTE</b> | <b>1</b>                  | <b>1</b>                  | <b>1</b>                  | <b>1</b>                   | <b>0</b>                          |

| Utility Billing |                             |                             |                             |                             |
|-----------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
|                 | Actual<br><u>FY 2021-22</u> | Actual<br><u>FY 2022-23</u> | Budget<br><u>FY 2023-24</u> | Budget<br><u>FY 2024-25</u> |
| Personnel       | \$50,454                    | \$46,283                    | \$54,400                    | \$58,000                    |
| Supplies        | \$14,935                    | \$13,736                    | \$19,700                    | \$17,700                    |
| Maintenance     | \$579                       | \$3,828                     | \$1,500                     | \$1,500                     |
| Contractual     | \$34,510                    | \$35,531                    | \$49,800                    | \$51,200                    |
| Transfers       | \$12,000                    | \$12,116                    | \$12,000                    | \$12,000                    |
| Debt Service    | \$0                         | \$0                         | \$0                         | \$0                         |
| Capital Outlay  | \$0                         | \$1,307                     | \$2,000                     | \$2,000                     |
| <b>Total</b>    | <b>\$112,478</b>            | <b>\$112,801</b>            | <b>\$139,400</b>            | <b>\$142,400</b>            |



## **FY 2023-24 Accomplishments:**

- Generated an average of 1,985 utility bills each month
- Set up 538 new utility billing customers.
- Increased amount of customers paying online
- Decreased amount of customers disconnected for non-payment.
- Completed scanning of all water applications and work orders.

## **FY 2024-25 Objectives:**

- Provide kind and courteous service to our customers.
- Continue to improve communication with customers.
- Respond to customers' request quickly and fairly.
- Provide billing and payment information to customers timely and accurately.
- Update/add to the "How to" manual on the Utility Billing Department.

| <b>Performance Measures - Council Goal - Operational Excellence</b> |                                  |                                  |                                  |                                  |                                     |
|---|----------------------------------|----------------------------------|----------------------------------|----------------------------------|-------------------------------------|
| <b><u>Utility Billing</u></b>                                       | <b><u>FY 2021<br/>Actual</u></b> | <b><u>FY 2022<br/>Actual</u></b> | <b><u>FY 2023<br/>Actual</u></b> | <b><u>FY 2024<br/>Actual</u></b> | <b><u>FY 2025<br/>Projected</u></b> |
| Average Monthly Bills Generated                                     | 1655                             | 1764                             | 1888                             | 1985                             | 2100                                |
| New Services Set Up   | 500                              | 565                              | 508                              | 538                              | 550                                 |



# Other Governmental Funds

Other Governmental Funds are comprised of all the non-major governmental funds. These include Special Revenue Funds which are special court funds receiving revenue from specific court fines and are designated to finance specific items.

- Court Technology Fund
- Court Security Fund
- Court Child Safety Fund
- Court Time Payment Fund
- Court Truancy Prevention Fund
- Court Jury Fund
- PEG Fee Fund

## Other Governmental Funds

| <b>Other Governmental Funds</b> |                      |                      |                      |                      |
|---------------------------------|----------------------|----------------------|----------------------|----------------------|
| <b>Court Technology Fund</b>    |                      |                      |                      |                      |
|                                 | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 |
| <b>Revenues:</b>                |                      |                      |                      |                      |
| Fines                           | \$4,355              | \$4,500              | \$5,000              | \$4,500              |
|                                 |                      |                      |                      |                      |
| <b>Expenditures:</b>            |                      |                      |                      |                      |
| Supplies                        | \$0                  | \$0                  | \$0                  | \$0                  |
| Maintenance                     | \$0                  | \$0                  | \$0                  | \$0                  |
| Contractual                     | \$0                  | \$0                  | \$0                  | \$0                  |
| Capital Outlay                  | \$0                  | \$0                  | \$5,000              | \$4,500              |
|                                 |                      |                      |                      |                      |
| <b>Total Expenditures</b>       | <b>\$0</b>           | <b>\$0</b>           | <b>\$5,000</b>       | <b>\$4,500</b>       |
| <b>Net Increase/(Decrease)</b>  | <b>\$4,355</b>       | <b>\$4,500</b>       | <b>\$0</b>           | <b>\$0</b>           |

| <b>Other Governmental Funds</b> |                      |                      |                      |                      |
|---------------------------------|----------------------|----------------------|----------------------|----------------------|
| <b>Court Security Fund</b>      |                      |                      |                      |                      |
|                                 | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 |
| <b>Revenues:</b>                |                      |                      |                      |                      |
| Fines                           | \$5,082              | \$5,340              | \$5,500              | \$5,000              |
|                                 |                      |                      |                      |                      |
| <b>Expenditures:</b>            |                      |                      |                      |                      |
| Supplies                        | \$0                  | \$0                  | \$0                  | \$0                  |
| Maintenance                     | \$850                | \$0                  | \$1,000              | \$500                |
| Contractual                     | \$0                  | \$6,176              | \$2,500              | \$2,500              |
| Capital Outlay                  | \$0                  | \$0                  | \$2,000              | \$2,000              |
|                                 |                      |                      |                      |                      |
| <b>Total Expenditures</b>       | <b>\$850</b>         | <b>\$6,176</b>       | <b>\$5,500</b>       | <b>\$5,000</b>       |
| <b>Net Increase/(Decrease)</b>  | <b>\$4,232</b>       | <b>-\$836</b>        | <b>\$0</b>           | <b>\$0</b>           |

## Other Governmental Funds

### Other Governmental Funds Court Child Safety Fund

|                                | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 |
|--------------------------------|----------------------|----------------------|----------------------|----------------------|
| Revenues:                      |                      |                      |                      |                      |
| Fines                          | \$4,679              | \$3,597              | \$4,000              | \$4,000              |
| Expenditures:                  |                      |                      |                      |                      |
| Supplies                       | \$0                  | \$0                  | \$0                  | \$0                  |
| Maintenance                    | \$0                  | \$0                  | \$0                  | \$0                  |
| Contractual                    | \$0                  | \$0                  | \$1,000              | \$1,000              |
| Capital Outlay                 | \$0                  | \$0                  | \$3,000              | \$3,000              |
| <b>Total Expenditures</b>      | <b>\$0</b>           | <b>\$0</b>           | <b>\$4,000</b>       | <b>\$4,000</b>       |
| <b>Net Increase/(Decrease)</b> | <b>\$4,679</b>       | <b>\$3,597</b>       | <b>\$0</b>           | <b>\$0</b>           |

### Other Governmental Funds Court Time Payment Fund

|                                | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 |
|--------------------------------|----------------------|----------------------|----------------------|----------------------|
| Revenues:                      |                      |                      |                      |                      |
| Fines                          | \$2,977              | \$3,281              | \$3,500              | \$3,500              |
| Expenditures:                  |                      |                      |                      |                      |
| Supplies                       | \$0                  | \$0                  | \$0                  | \$0                  |
| Maintenance                    | \$0                  | \$0                  | \$0                  | \$0                  |
| Contractual                    | \$0                  | \$0                  | \$3,500              | \$3,500              |
| Capital Outlay                 | \$0                  | \$0                  | \$0                  | \$0                  |
| <b>Total Expenditures</b>      | <b>\$0</b>           | <b>\$0</b>           | <b>\$3,500</b>       | <b>\$3,500</b>       |
| <b>Net Increase/(Decrease)</b> | <b>\$2,977</b>       | <b>\$3,281</b>       | <b>\$0</b>           | <b>\$0</b>           |

| <b>Other Governmental Funds</b>      |                      |                      |                      |                      |
|--------------------------------------|----------------------|----------------------|----------------------|----------------------|
| <b>Court Truancy Prevention Fund</b> |                      |                      |                      |                      |
|                                      | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 |
| <b>Revenues:</b>                     |                      |                      |                      |                      |
| Fines                                | \$4,765              | \$5,171              | \$5,500              | \$5,000              |
| <b>Expenditures:</b>                 |                      |                      |                      |                      |
| Supplies                             | \$0                  | \$0                  | \$0                  | \$0                  |
| Maintenance                          | \$0                  | \$0                  | \$0                  | \$0                  |
| Contractual                          | \$0                  | \$0                  | \$5,500              | \$5,000              |
| Capital Outlay                       | \$0                  | \$0                  | \$0                  | \$0                  |
| <b>Total Expenditures</b>            | <b>\$0</b>           | <b>\$0</b>           | <b>\$5,500</b>       | <b>\$5,000</b>       |
| <b>Net Increase/(Decrease)</b>       | <b>\$4,765</b>       | <b>\$5,171</b>       | <b>\$0</b>           | <b>\$0</b>           |

| <b>Other Governmental Funds</b> |                      |                      |                      |                      |
|---------------------------------|----------------------|----------------------|----------------------|----------------------|
| <b>Court Jury Fund</b>          |                      |                      |                      |                      |
|                                 | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 |
| <b>Revenues:</b>                |                      |                      |                      |                      |
| Fines                           | \$95                 | \$103                | \$100                | \$100                |
| <b>Expenditures:</b>            |                      |                      |                      |                      |
| Supplies                        | \$0                  | \$0                  | \$0                  | \$0                  |
| Maintenance                     | \$0                  | \$0                  | \$0                  | \$0                  |
| Contractual                     | \$0                  | \$0                  | \$100                | \$100                |
| Capital Outlay                  | \$0                  | \$0                  | \$0                  | \$0                  |
| <b>Total Expenditures</b>       | <b>\$0</b>           | <b>\$0</b>           | <b>\$100</b>         | <b>\$100</b>         |
| <b>Net Increase/(Decrease)</b>  | <b>\$95</b>          | <b>\$103</b>         | <b>\$0</b>           | <b>\$0</b>           |

**Other Governmental Funds****PEG Fee Fund**

|                                | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 |
|--------------------------------|----------------------|----------------------|----------------------|----------------------|
| <b>Revenues:</b>               |                      |                      |                      |                      |
| Fines                          | \$8,926              | \$7,925              | \$9,000              | \$8,000              |
|                                |                      |                      |                      |                      |
| <b>Expenditures:</b>           |                      |                      |                      |                      |
| Supplies                       | \$0                  | \$0                  | \$0                  | \$0                  |
| Maintenance                    | \$0                  | \$0                  | \$0                  | \$0                  |
| Contractual                    | \$0                  | \$0                  | \$0                  | \$0                  |
| Capital Outlay                 | \$0                  | \$0                  | \$9,000              | \$8,000              |
|                                |                      |                      |                      |                      |
| <b>Total Expenditures</b>      | <b>\$0</b>           | <b>\$0</b>           | <b>\$9,000</b>       | <b>\$8,000</b>       |
| <b>Net Increase/(Decrease)</b> | <b>\$8,926</b>       | <b>\$7,925</b>       | <b>\$0</b>           | <b>\$0</b>           |



# Debt Service Funds

Debt Service Funds are used for the accumulation of resources for the payment of interest and principal on long-term debts. Financing is provided primarily by a specific annual property tax levy for general obligation debts.

Interest & Sinking Fund

## Fund Summary

The Interest & Sinking Fund is used to account for the accumulation of financial resources for the payment of principal, interest and related costs on general long-term debt paid from taxes levied by the City.

Debt service is a significant component of the operating budget and arises from the issuance of debt to finance the City's capital projects. The issuance of bonds also obligates future revenue for repayment of the bonds. Debt service is the annual payment of principal and interest on these borrowed funds.

The impact of debt service costs incurred from long-term financing of capital projects that were approved in prior years totals \$1,768,295.

## Funding Source

The funding source for this fund is from property tax. The property tax rate for fiscal year 2024-25 is \$0.557822 per \$100 assessed valuation, which consists of \$0.254161 for operating and maintenance cost recorded in the General Fund and \$0.303661 to fund principal and interest payments on bond indebtedness recorded in the Interest & Sinking Fund.



## Legal Debt Margin

The City Charter of the City of Bullard does not provide for a debt limit. Under provisions of state law, the maximum tax rate is limited to \$2.50 per \$100 assessed valuation.

No direct bond debt limitation is imposed on the City under current state law or the City's Charter.



## Bond Rating

In December 2023, S&P Global Ratings upgraded the City of Bullard to an "A+" long-term bond rating.

# General Obligation & Debt Service Fund

| Interest & Sinking Fund    |                      |                      |                      |                      |
|----------------------------|----------------------|----------------------|----------------------|----------------------|
|                            | Actual<br>FY 2021-22 | Actual<br>FY 2022-23 | Budget<br>FY 2023-24 | Budget<br>FY 2024-25 |
| Revenues:                  |                      |                      |                      |                      |
| Property Taxes             | \$1,132,097          | \$1,388,341          | \$1,480,070          | \$1,652,970          |
| <b>Total Revenues</b>      | <b>\$1,132,097</b>   | <b>\$1,388,341</b>   | <b>\$1,480,070</b>   | <b>\$1,652,970</b>   |
| Expenditures:              |                      |                      |                      |                      |
| Principal                  | \$950,000            | \$1,126,000          | \$1,679,192          | \$1,563,826          |
| Interest                   | \$87,836             | \$119,161            | \$151,933            | \$203,969            |
| Paying Agent Fees          | \$650                | \$500                | \$500                | \$500                |
| <b>Total Expenditures</b>  | <b>\$1,038,486</b>   | <b>\$1,245,661</b>   | <b>\$1,831,625</b>   | <b>\$1,768,295</b>   |
| Change in Reserves         | \$93,611             | \$142,680            | -\$351,555           | -\$115,325           |
| Beginning Fund Balance     | \$649,909            | \$743,520            | \$886,200            | \$534,646            |
| <b>Ending Fund Balance</b> | <b>\$743,520</b>     | <b>\$886,200</b>     | <b>\$534,646</b>     | <b>\$419,321</b>     |

| Current Debt Obligations<br>FY 2024-25 |                    |                  |                    |
|--|--------------------|------------------|--------------------|
| Series                                 | Principal          | Interest         | Total              |
| Series 2016 Refunding Bonds            | \$360,000          | \$32,550         | \$392,550          |
| Series 2022 Tax Note                   | \$518,000          | \$44,077         | \$562,077          |
| Series 2023 Tax Note                   | \$508,000          | \$49,400         | \$557,400          |
| Series 2024 Tax Note                   | \$177,826          | \$77,942         | \$255,768          |
| <b>Total Current</b>                   | <b>\$1,563,826</b> | <b>\$203,969</b> | <b>\$1,767,795</b> |

| Total Outstanding Debt Obligations<br>as of October 1, 2024 |                    |                  |                    |
|---|--------------------|------------------|--------------------|
| Series  | Principal          | Interest         | Total              |
| Series 2016 Refunding Bonds                                 | \$1,085,000        | \$75,300         | \$1,160,300        |
| Series 2021 Certificates of Obligation                      | \$1,735,000        | \$530,100        | \$2,265,100        |
| Series 2022 Tax Note  | \$1,597,000        | \$88,955         | \$1,685,955        |
| Series 2023 Tax Note  | \$1,040,000        | \$74,670         | \$1,114,670        |
| Series 2024 Tax Note  | \$2,060,000        | \$178,738        | \$2,238,738        |
| <b>Total</b>  | <b>\$7,517,000</b> | <b>\$947,763</b> | <b>\$8,464,763</b> |

## Purpose of Debt Obligations

**Series 2016  
Refunding  
Bonds**

**Street/Utility Improvements**

**Series 2021  
Certificates of  
Obligation**

**Street/Utility Improvements**

**Series 2022  
Tax Note**

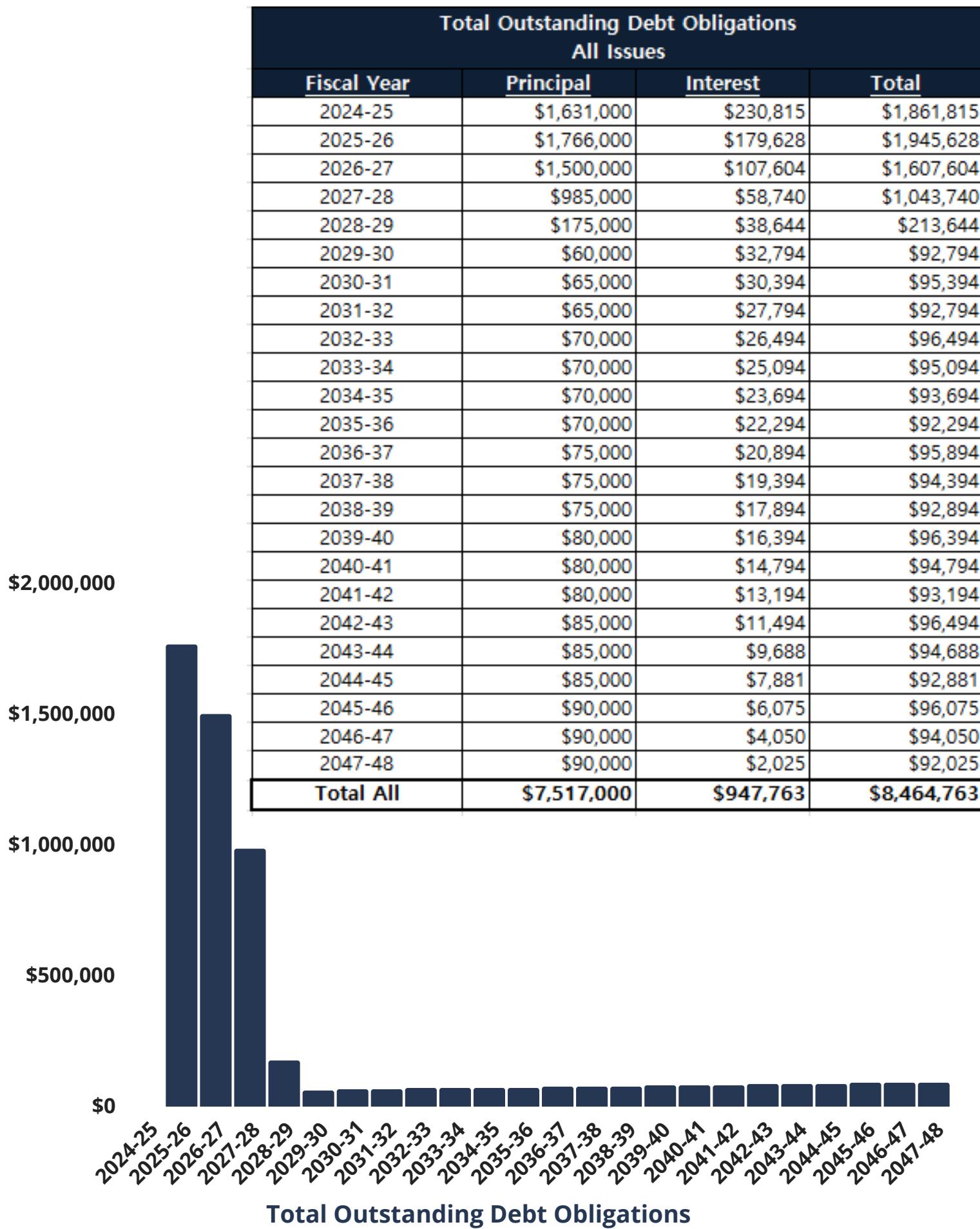
**Street/Utility Improvements**

**Series 2023  
Tax Note**

**Street/Utility Improvements**

**Series 2024  
Tax Note**

**Street/Utility Improvements**



# *Capital Expenditures*



Capital Expenditures are expenditures that result in the acquisition of or addition to fixed assets. Larger capital expenditures are financed using capital leases or bank loans. Smaller capital expenditures are paid for in full at the time of purchase.

The City of Bullard's first comprehensive plan was adopted in 2010 with the assistance of an outside consulting firm. This comprehensive plan mapped out the direction the City wanted to take in the next 20 years for development and infrastructure. It is included in the budget for fiscal year 2024-2025 to update this comprehensive plan.

# Capital Expenditures

| Capital Expenditures                           |                  |                      |                                  |             |              | Future Costs        |  |
|--|------------------|----------------------|----------------------------------|-------------|--------------|---------------------|--|
|  | Financing Source | Budget<br>FY 2024-25 | Type of Cost or<br>One Time Cost | Annual Cost | Type of Cost | Term                |  |
| <b>General Fund</b>                            |                  |                      |                                  |             |              |                     |  |
| <b>Administration</b>                          |                  |                      |                                  |             |              |                     |  |
| Office Equipment                               | Pay in full      | \$2,500              | One Time Cost                    | \$0         |              |                     |  |
| <b>Police Department</b>                       |                  |                      |                                  |             |              |                     |  |
| New Steel Door on PD Bldg                      | Pay in Full      | \$4,000              | One Time Cost                    | \$0         |              |                     |  |
| Build Closet in PD Bldg                        | Pay in Full      | \$5,000              | One Time Cost                    | \$0         |              |                     |  |
| Officer Go Bags                                | Pay in Full      | \$4,600              | One Time Cost                    | \$0         |              |                     |  |
| <b>Municipal Court</b>                         |                  |                      |                                  |             |              |                     |  |
| Office Equipment                               | Pay in full      | \$2,000              | One Time Cost                    | \$0         |              |                     |  |
| <b>Street Department</b>                       |                  |                      |                                  |             |              |                     |  |
| Improvements on Lynch Street                   | Pay in full      | \$48,500             | One Time Cost                    | \$1,000     | Maintenance  | Beginning in FY '26 |  |
| <b>Parks Department</b>                        |                  |                      |                                  |             |              |                     |  |
| New Security Cameras                           | Pay in full      | \$3,500              | One Time Cost                    | \$0         |              |                     |  |
| <b>Total for General Fund</b>                  |                  | <b>\$70,100</b>      |                                  |             |              |                     |  |
| <b>Utility Fund</b>                            |                  |                      |                                  |             |              |                     |  |
| <b>Water Department</b>                        |                  |                      |                                  |             |              |                     |  |
| Collector for East Side of City                | Pay in full      | \$30,000             | One Time Cost                    | \$0         |              |                     |  |
| New Truck                                      | Pay in full      | \$70,000             | One Time Cost                    | \$1,000     | Maintenance  | Beginning in FY '26 |  |
| New Meters for New Construction                | Pay in full      | \$20,000             | One Time Cost                    | \$0         |              |                     |  |
| <b>Wastewater Department</b>                   |                  |                      |                                  |             |              |                     |  |
| Utility Bed for Truck                          | Pay in full      | \$20,000             | One Time Cost                    | \$0         |              |                     |  |
| 5 Gantrey Cranes for Lift Stations             | Pay in full      | \$4,250              | One Time Cost                    | \$0         |              |                     |  |
| <b>Utility Billing Department</b>              |                  |                      |                                  |             |              |                     |  |
| Office Equipment                               | Pay in full      | \$2,000              | One Time Cost                    | \$0         |              |                     |  |
| <b>Total for Utility Fund</b>                  |                  | <b>\$146,250</b>     |                                  |             |              |                     |  |
| <b>Other Governmental Funds</b>                |                  |                      |                                  |             |              |                     |  |
| <b>Technology Fund</b>                         |                  |                      |                                  |             |              |                     |  |
| Technology Equipment                           | Pay in full      | \$4,500              | One Time Cost                    | \$0         |              |                     |  |
| <b>Security Fund</b>                           |                  |                      |                                  |             |              |                     |  |
| Security Equipment                             | Pay in full      | \$2,000              | One Time Cost                    | \$0         |              |                     |  |
| <b>Child Safety Fund</b>                       |                  |                      |                                  |             |              |                     |  |
| Safety Equipment                               | Pay in full      | \$3,000              | One Time Cost                    | \$0         |              |                     |  |
| <b>PEG Fee Fund</b>                            |                  |                      |                                  |             |              |                     |  |
| Equipment                                      | Pay in full      | \$8,000              | One Time Cost                    | \$0         |              |                     |  |
| <b>Total Capital Expenditures for the City</b> |                  | <b>\$233,850</b>     |                                  |             |              |                     |  |

None of the above capital expenditures will cause a significant increase in costs for the City in the future. There will be some routine maintenance on some of the expenditures. The impact on the City will not cause the need for an increase in the tax rate or a reduction in spending in another area of the budget, nor will additional staff be required.

## Long-Range Financial Planning

|                            | Budgeted<br>FY 2024-25 | Projected<br>FY 2025-26 | Projected<br>FY 2026-27 | Projected<br>FY 2027-28 | Projected<br>FY 2028-29 |
|----------------------------|------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| <b>General Fund</b>        |                        |                         |                         |                         |                         |
| <b>Revenues:</b>           |                        |                         |                         |                         |                         |
| Property Tax               | \$1,396,800            | \$1,486,195             | \$1,581,312             | \$1,682,516             | \$1,790,197             |
| Sales Tax                  | \$700,000              | \$730,030               | \$761,348               | \$794,010               | \$828,073               |
| Franchise Fees             | \$299,000              | \$313,950               | \$329,648               | \$346,130               | \$363,436               |
| Licenses & Permits         | \$146,000              | \$153,300               | \$160,965               | \$169,013               | \$177,464               |
| Fines & Forfeitures        | \$173,000              | \$176,460               | \$179,989               | \$183,589               | \$187,261               |
| Charges for Services       | \$16,700               | \$17,535                | \$18,412                | \$19,332                | \$20,299                |
| Miscellaneous Revenues     | \$71,000               | \$73,130                | \$75,324                | \$77,584                | \$79,911                |
| Interfund Transfers        | \$438,000              | \$438,000               | \$438,000               | \$438,000               | \$438,000               |
| <b>Total Revenues</b>      | <b>\$3,240,500</b>     | <b>\$3,388,600</b>      | <b>\$3,544,997</b>      | <b>\$3,710,174</b>      | <b>\$3,884,641</b>      |
| <b>Expenditures:</b>       |                        |                         |                         |                         |                         |
| Administration             | \$1,022,700            | \$1,058,495             | \$1,095,542             | \$1,133,886             | \$1,173,572             |
| Police Department          | \$1,670,600            | \$1,729,071             | \$1,789,588             | \$1,852,224             | \$1,917,052             |
| Municipal Court            | \$179,800              | \$186,093               | \$192,606               | \$199,347               | \$206,325               |
| Street Department          | \$348,500              | \$360,698               | \$373,322               | \$386,388               | \$399,912               |
| Parks Department           | \$18,900               | \$19,562                | \$20,246                | \$20,955                | \$21,688                |
| <b>Total Expenditures</b>  | <b>\$3,240,500</b>     | <b>\$3,353,918</b>      | <b>\$3,471,305</b>      | <b>\$3,592,800</b>      | <b>\$3,718,548</b>      |
| <b>Utility Fund</b>        |                        |                         |                         |                         |                         |
| <b>Revenues:</b>           |                        |                         |                         |                         |                         |
| Water                      | \$1,711,100            | \$1,801,617             | \$1,896,923             | \$1,997,270             | \$2,102,926             |
| Wastewater                 | \$714,500              | \$752,297               | \$792,094               | \$833,995               | \$878,114               |
| Solid Waste                | \$650,000              | \$684,385               | \$720,589               | \$758,708               | \$798,844               |
| Utility Billing            | \$2,000                | \$2,106                 | \$2,217                 | \$2,334                 | \$2,458                 |
| <b>Total Utility Fund</b>  | <b>\$3,077,600</b>     | <b>\$3,240,405</b>      | <b>\$3,411,822</b>      | <b>\$3,592,308</b>      | <b>\$3,782,341</b>      |
| <b>Expenditures:</b>       |                        |                         |                         |                         |                         |
| Water Department           | \$1,045,050            | \$1,097,303             | \$1,152,168             | \$1,209,776             | \$1,270,265             |
| Wastewater Department      | \$894,150              | \$938,858               | \$985,800               | \$1,035,090             | \$1,086,845             |
| Solid Waste Department     | \$506,000              | \$531,300               | \$557,865               | \$585,758               | \$615,046               |
| Utility Billing Department | \$142,400              | \$149,520               | \$156,996               | \$164,846               | \$173,088               |
| <b>Total Expenditures</b>  | <b>\$2,587,600</b>     | <b>\$2,716,980</b>      | <b>\$2,852,829</b>      | <b>\$2,995,470</b>      | <b>\$3,145,244</b>      |

If growth continues at the same rate, the projections on the previous page are projections of the revenue the City will bring in over the next 5 years. We are optimistic about the growth of the City. With growth comes additional needed services, which necessitates additional revenue to cover the cost of needed services. Over the next couple of years we will be looking at the possibility of adding additional fees and looking for other possible revenue sources to cover the City's growth. The revenues are projected at conservative levels using 2% to 6.4% depending on the type of revenue. The expenditures are also projected at conservative levels using a 3.5% increase. The projections may occur differently because of changing variables. These projections show the City's ability to achieve the strategic goal of being sound financially.

## **Future Long-Term Capital Projects**

We are in the first stages of planning for a new Wastewater Treatment Plant. We do not yet know the full impact that it will have on the City. We have issued Certificates of Obligation to fund the purchase of land and easements that we are going to need for the Wastewater Treatment Plant. We anticipate we will be adding the debt service for the construction of the new Wastewater Treatment Plant in the next couple of years. We also anticipate we will have to raise our I&S tax rate to help cover the debt service for this project, but we are trying to minimize that increase. This Wastewater Treatment Plant is necessary for the growth of the City. Our current Wastewater Treatment Plant is nearing its acceptable capacity. With the new development that is currently underway, we need this project to keep up with the growth. This project is working towards achieving the strategic goal of enhancing the City's facilities and infrastructure.

We are looking at several streets that are in need of improvements. We have entered into an interlocal agreement with Smith County to help us with the street improvements. We have issued a Tax Note to fund this project. The project is working towards achieving the strategic goal of enhancing the City's facilities and infrastructure.

# Appendices

Appendix A - Financial Policies

Appendix B - Water Rates

Appendix C - Sewer Rates

Appendix D - Component Units

Appendix E - Ordinances

Budget Ordinance

Tax Ordinance

Appendix F - Glossary of Terms

Appendix G - Acronyms Listing

## **Summary of Financial Policies**

The City of Bullard has a responsibility to its citizens to carefully account for public funds, to manage municipal finances wisely, and to plan for the provision of services desired by the public. Sound financial policies are necessary to carry out that responsibility.

## **Budgeting, Accounting & Auditing Policies**

Each year the City of Bullard shall adopt a balanced budget. Projected revenues plus fund balances will be equal to or greater than the projected expenditures for the coming year.

At the close of the fiscal year, the unencumbered balance of each appropriation shall lapse.

Monthly Revenue and Expenditure reports shall be provided to the City Council, along with budgetary comparisons with year-to-date actual revenues and expenditures.

The City shall obtain an annual audit of the financial statements and all financial transactions of the City. The audit shall be conducted by an outside, independent Certified Public Accountant.

The audit shall be conducted in accordance with the Generally Accepted Accounting Principles (GAAP). The audit shall be presented for approval to the City Council within 6 months of the end of the fiscal year.

An inventory of fixed assets shall be maintained and should include the description, cost, date of acquisition and department. Once a capital item is purchased, it is to be maintained in the fixed asset inventory until disposed. Constructed assets are to be added to the inventory on the date of completion.

## **Revenue Policies**

Revenues will be projected conservatively, but realistically, considering past experience, the volatility of the revenue source, inflation and other economic conditions and the costs of providing the service.

Each year, each department will review the cost of providing services against the fees being charged for those services. For any services which the costs exceed the fees being charged, the City Council will be presented with an analysis of each proposed increase in a fee being charged. The City Council will then decide if the fee being charged should be increased.

On the occasion that one-time revenues are received, consideration of one-time capital purchases or fund balance reserves will be made. One-time revenues should not be used for ongoing transactions.

The City will maintain an aggressive policy of collecting all moneys due to the City.

## Expenditure Policies

Expenditures will be projected conservatively considering a conservative, but likely, scenario of events, specific identified needs of the program or service, historical consumption and trends and inflation and other economic trends.

All expenditures of the City shall be made in accordance with the adopted annual budget or as legally amended.

The City Council may amend the budget by passing a budget amendment ordinance. The level of budgetary control is at the fund level. During the year, the City Manager authorizes transfers of budgeted amounts between departments within any fund. The City Council approves a budget amendment at the end of the year formalizing the transfers authorized by the City Manager during the year. If at any time during year, a transfer of budgeted amounts needs to be made between funds, a budget amendment must be approved by the City Council.

Expenditures shall not exceed revenues plus prior year undesignated balances.

## Debt Management

Debt will not be used to fund operating expenditures. Debt will only be used to fund capital expenditures and capital projects.

No capital project or asset will be financed for a period in excess of the useful life of the asset.

Other financing options will be explored in addition to long-term debt. Debt will be an option only when other financing options are not viable for the timely or economic acquisition or completion of a capital project.

**Residential Water Rates**

| <u>Consumption</u>  | <u>Cost</u>          |
|---------------------|----------------------|
| 0-1,900 Gallons     | \$22.95              |
| 2,000-4,900 Gallons | \$4.50/1,000 Gallons |
| 5,000-9,900 Gallons | \$5.00/1,000 Gallons |
| 10,000+ Gallons     | \$5.50/1,000 Gallons |

**Commercial Water Rates**

| <u>Consumption</u>    | <u>Cost</u>          |
|-----------------------|----------------------|
| 0-900 Gallons         | \$22.95              |
| 1,000-1,900 Gallons   | \$6.50/1,000 Gallons |
| 2,000-6,900 Gallons   | \$7.50/1,000 Gallons |
| 7,000-9,900 Gallons   | \$8.00/1,000 Gallons |
| 10,000-19,900 Gallons | \$8.25/1,000 Gallons |
| 20,000-29,900 Gallons | \$8.50/1,000 Gallons |
| 30,000+ Gallons       | \$9.00/1,000 Gallons |

**Residential Sewer Rates**

| <u>Consumption</u> | <u>Cost</u>          |
|--------------------|----------------------|
| 0-900 Gallons      | \$20.00              |
| 1,000+ Gallons     | \$3.10/1,000 Gallons |

**Commercial Sewer Rates**

| <u>Consumption</u> | <u>Cost</u>          |
|--------------------|----------------------|
| 0-900 Gallons      | \$18.00              |
| 1,000+ Gallons     | \$6.50/1,000 Gallons |

## Fund Summary

The Bullard Economic Development Corporation (BEDCO) was created in 2007 to promote, assist and enhance the economic development of the City of Bullard, and to retain existing and attract new businesses to the City. BEDCO is primarily funded with the levy of a one-half cent sales tax.

| <b>Bullard Economic Development Corporation</b><br><b>Statement of Revenue and Expenditures</b> |                                    |                                    |                                    |                                    |
|---|------------------------------------|------------------------------------|------------------------------------|------------------------------------|
| <b>Statement of Revenues and Expenditures</b>   | <b>Actual</b><br><b>FY 2021-22</b> | <b>Actual</b><br><b>FY 2022-23</b> | <b>Budget</b><br><b>FY 2023-24</b> | <b>Budget</b><br><b>FY 2024-25</b> |
| <b>Revenues:</b>  |                                    |                                    |                                    |                                    |
| Sales Tax   | \$285,739                          | \$310,090                          | \$312,500                          | \$350,000                          |
| Interest Income   | \$3,838                            | \$30,748                           | \$20,000                           | \$30,000                           |
| <b>Total Revenues</b>   | <b>\$289,576</b>                   | <b>\$340,837</b>                   | <b>\$332,500</b>                   | <b>\$380,000</b>                   |
|   |                                    |                                    |                                    |                                    |
| <b>Expenditures:</b>  |                                    |                                    |                                    |                                    |
| Personal  | \$6,186                            | \$19,377                           | \$20,000                           | \$20,000                           |
| Supplies  | \$1,202                            | \$149                              | \$1,500                            | \$1,500                            |
| Contractual   | \$17,722                           | \$21,446                           | \$58,150                           | \$35,150                           |
| Services/Sundry   | \$8,384                            | \$4,546                            | \$252,850                          | \$323,350                          |
| <b>Total Expenditures</b>   | <b>\$33,494</b>                    | <b>\$45,519</b>                    | <b>\$332,500</b>                   | <b>\$380,000</b>                   |
|   |                                    |                                    |                                    |                                    |
| Revenue (over/under) Expenditures   | \$256,082                          | \$295,318                          | \$0                                | \$0                                |
|   |                                    |                                    |                                    |                                    |
| Beginning Fund Balance  | \$210,941                          | \$467,023                          | \$762,342                          | \$762,342                          |
|   |                                    |                                    |                                    |                                    |
| <b>Ending Fund Balance</b>  | <b>\$467,023</b>                   | <b>\$762,342</b>                   | <b>\$762,342</b>                   | <b>\$762,342</b>                   |

## Budget Ordinance

### ORDINANCE NO. 2024-0910-2

#### AN ORDINANCE MAKING APPROPRIATIONS FOR THE SUPPORT OF THE CITY OF BULLARD FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2024, AND ENDING SEPTEMBER 30, 2025; APPROPRIATING MONEY TO A SINKING FUND TO PAY INTEREST AND PRINCIPAL ON THE CITY'S INDEBTEDNESS; AND ADOPTING THE ANNUAL BUDGET OF THE CITY OF BULLARD FOR THE 2024-2025 FISCAL YEAR.

Whereas, the Budget, appended here as Exhibit A, for the fiscal year beginning October 1, 2024, and ending September 30, 2025, was duly presented to the City Council by the City Manager and a public hearing was ordered by the City Council and a public notice of said hearing was caused to be given by the City Council and said notice was published in the Tyler Morning Telegraph and said public hearing was held according to said notice; now therefore,

#### **BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BULLARD:**

SECTION 1. That the appropriations for the fiscal year beginning October 1, 2024, and ending September 30, 2025, for the support of the general government of the City of Bullard, Texas, be fixed and determined for said terms in accordance with the expenditures shown in the City's Fiscal Year 2024-2025 Budget, a copy of which is appended hereto as Exhibit A;

SECTION 2. That the Budget, as shown in words and figures in Exhibit A, is hereby approved in all respects and adopted as the City's Budget for the fiscal year beginning October 1, 2024, and ending September 30, 2025.

SECTION 3. That there is hereby appropriated the amount shown in said Budget necessary to provide for a sinking fund for the payment of the principal and interest and the retirement of the bonded debt requirements of Fiscal 2024-2025 of the City of Bullard.

PASSED AND APPROVED this, the 10th day of September, 2024.



Shirley Cole  
Shirley Cole, Mayor

ATTEST:



Doris Crockett  
Doris Crockett, City Secretary

## Tax Ordinance

### ORDINANCE NO. 2024-0910-3

AN ORDINANCE LEVYING AD VALOREM TAXES FOR USE AND SUPPORT OF THE MUNICIPAL GOVERNMENT OF THE CITY OF BULLARD, TEXAS FOR THE 2024-2025 FISCAL YEAR; PROVIDING FOR APPORTIONING EACH LEVY FOR SPECIFIC PURPOSES; AND, PROVIDING WHEN TAXES SHALL BECOME DUE AND WHEN SAME SHALL BECOME DELINQUENT IF NOT PAID.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BULLARD, TEXAS:

SECTION 1. That there is hereby levied and there shall be collected for the use and support of the municipal government of the City of Bullard, and to provide an Interest and Sinking fund for the 2024-2025 Fiscal Year, upon all property, real, personal, and mixed, within the corporate limits of said City subject to taxation, a tax of \$.557822 on each \$100 valuation of property, said tax being so levied and apportioned to the specific purposes here set forth:

1. For the maintenance and support of general government (General Fund), \$.254161 on each \$100 valuation of property; and
2. For the interest and sinking fund, \$.303661 on each \$100 valuation of property.

THIS TAX RATE WILL RAISE MORE TAXES FOR **MAINTENANCE AND OPERATIONS** THAN LAST YEAR'S TAX RATE.

THIS TAX RATE WILL EFFECTIVELY BE RAISED BY 3.50% AND WILL RAISE TAXES FOR **MAINTENANCE AND OPERATIONS** ON A \$100,000 HOME BY APPROXIMATELY \$8.59.

SECTION 2. That taxes levied under this ordinance shall be due October 1, 2024, and if not paid on or before January 31, 2025, shall immediately become delinquent.

SECTION 3. All taxes shall become a lien upon the property against which assessed, and the Tax Collectors of the Counties of Smith and Cherokee are hereby authorized and empowered to enforce the collection of such taxes according to the Constitution and laws of the State of Texas and ordinances of the City of Bullard and shall, by virtue of the tax rolls, fix and establish a lien by levying upon such property, whether real or personal, for the payment of said taxes, penalty and interest, and, the interest and penalty collected from such delinquent taxes shall be apportioned to the general fund of the City of Bullard. All delinquent taxes shall bear interest from date of delinquency at the rate as prescribed by state law.

SECTION 4. This ordinance shall take effect and be in force from the date after its passage.

PASSED this 10th day of September, 2024, at a called meeting of the City Council of the City of Bullard, there being a quorum present, by 5 yeas and 0 nays and approved by the Mayor Pro Tem on the date above set out.

  
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Shirley Coe, Mayor

ATTEST:

  
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Doris Crockett, City Secretary

# Appendix F - Glossary of Terms

**Accrual Basis** – Accrual basis accounting provides for recording revenues when earned and expenses when occurred.

**Appropriation** – A legal authorization granted by a legislative body (City Council) to make expenditures and to incur obligations for specific purposes.

**Assessed Valuation** – A valuation set upon real estate or other property by a government as a basis for levying taxes. (Note: Property values are established by the County Appraisal Districts)

**Assets** – Resources owned or held by the City, which have monetary value.

**Audit** – An objective examination and evaluation of the financial statements of an organization to make sure that the financial records are a fair and accurate representation of the transactions they claim to represent.

**Balanced Budget** – The expenses/expenditures do not exceed the budgeted revenue plus the unassigned fund balance.

**Bond** – A written promise to pay a specified sum of money, called the face value or principal amount, at a specified date or dates in the future, called the maturity date(s) together with periodic interest at a specified rate.

**Bonded Debt** – That portion of indebtedness represented by outstanding bonds.

**Budget** – A plan of financial operation embodying an estimate of proposed expenditures for a given period in the proposed means of financing them.

**Budget Amendment** – To amend or increase the original adopted budget of the governmental entity by members of the governmental entity's board or council.

**Bullard Economic Development Corporation** –

Financed with a voter approved, half-cent city sales tax. The non-profit corporation promotes and furthers the economic development within the City.

**Certificates of Obligations** – Similar to general obligation bonds, except the certificates require no vote or approval.

**Component Unit** – Legally separate organization for which the elected officials of the primary government are financially accountable.

**Contractual Services** - The costs related to services performed for the City by individuals, business, or utilities.

**Cost** – The amount of money or other consideration exchanged for goods or services. Costs may be incurred even before money is paid; that is, as soon as liability is incurred. Ultimately, however, money or other consideration must be given in exchange.

**Current assets** – Those assets, which are available or can be made readily available to finance current operations or to pay current liabilities. Those assets that will be used up or converted into cash within one year. Examples: cash, temporary investments, and taxes receivable, which will be collected within one year.

**Current Liabilities** – Debt or other legal obligation arising out of transactions in the past, which must be liquidated, renewed, or refunded within one year.

**Debt Service Fund** – A fund used to account for the monies set aside for the payment of interest and principal to holders of the City's General Obligation and Revenue Bonds, the sale of which finances long term capital improvements, such as facilities, streets & drainage, parks and water/wastewater systems.

**Debt Service/Lease** – A cost category which typically reflects the repayment of short term (less than 5 years) debt associated with the acquisition of capital equipment.

**Depreciation** – All costs associated with the acquisition of fixed assets are amortized over the expected useful life of the asset.

**Enterprise Fund** – A fund established to account for operations that are financed and operated in a manner similar to private business enterprises- where the intent of the governing body is that the costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

**Exempt** – Personnel who are not eligible to receive overtime pay and are expected to put in whatever hours are necessary to complete their job assignments. The respective department head, as partial compensation for overtime hours worked, may allow compensatory time off.

**Expenditures** – Decreases in net financial resources. Expenditures include current operating expenses, which require the current or future use of net current assets, debt service, and capital outlays.

**Fiscal Year** – A 12-month period to which the annual operating budget applies and at the end of which a government determines its financial position and the results of its operations.

**FTE** - An acronym for full time equivalent. A measurement of staffing. One FTE is a 40-hour per week position; a part-time position working 20 hours per week, or a temporary full-time position working 6 months would be  $\frac{1}{2}$  FTE.

**Fixed Assets** – Long lived tangible assets such as land, buildings, building improvements, machinery, and equipment

**Franchise** – A special privilege granted by a government, permitting the continued use of public property, such as city streets, and usually involving the elements of monopoly and regulation.

**Franchise Fee** – A fee paid by public service utilities for use of public property and providing their services.

**Fund** – A fiscal and accounting entity with a self-balancing set of accounts in which cash and other financial resources together with all related liabilities and residual equities, or balances, and changes therein, are recorded and segregated to carry on specific activities or retain certain objectives in accordance with special regulations, restrictions, or limitations.

**Fund Balance** – The difference between governmental assets and liabilities, also referred to as fund equity

**General Fund** – The fund used to account for all financial resources, except those required to be accounted for in another fund. The general fund is tax-supported.

**Governmental Funds** – Those funds through which most governmental functions typically are financed. The acquisition, use and financial resources and the related current liabilities are accounted for through governmental funds (General, Special Revenue, Capital Projects, and Debt Service Funds).

**Grant** – A contribution by a government or organization to support a particular function. Grants may be classified as categorical or block depending on the amount of discretion allowed the grantee.

**Infrastructure** – The underlying permanent foundation or basic framework (e.g. streets, water, sewer, public buildings, parks).

**Liabilities** – Debt or other legal obligation arising out of transactions in the past, which must be liquidated, renewed, or refunded.

**Maintenance** - The upkeep of physical properties in condition, for use, or for occupancy. Examples are the inspection of the equipment to detect defects and the making of repairs.

**Major Fund** – A fund whose revenues, expenditures, assets or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds.

**Modified Accrual Basis** - Under the modified accrual basis, revenues susceptible to accrual are accrued. Revenues are considered to be susceptible to accrual if they are both measurable and available to finance governmental operations during the current fiscal year.

**Non-Exempt** – Personnel eligible to receive overtime pay when overtime work has been authorized or requested by the supervisor.

**Non-Major Fund** – A fund whose revenues, expenditures, assets or liabilities (excluding extraordinary items) are less than 10 percent of corresponding totals for all governmental or enterprise funds and less than 5 percent of the aggregate amount for all governmental and enterprise funds.

**Operating Budget** – Plans of current expenditures and the proposed means of financing them. The annual operating budget is the primary means by which most of the financing, acquisition, spending, and service delivery activities are controlled. State law requires the use of annual operating budgets.

**Ordinance** – A formal legislative enactment by the governing board of municipality. If it is not in conflict with any higher form of law, such as a state statute or constitutional provision, it has the full force and effect of law within the boundaries within the municipality to which it applies. The difference between an ordinance and a resolution is that the latter requires less legal formality and has a lower legal status. Revenue raising measures, such as the imposition of taxes, special assessments and service charges, universally require ordinances.

**PEG Fee** - Public educational and government (PEG) channel support fee that is an amount equal to one percent of the providers gross revenue to be paid by cable and video service providers.

**Personnel Services** – The costs associated with compensating employees with their labor. This includes salary and fringe benefits.

**Proprietary Funds** – Used to account for a governments ongoing operations and activities similar to those found in the private sector.

**Purchase order** – A document that authorizes the delivery of specified merchandise or the rendering of certain services and the making of a charge for them.

**Reserve** – An account used to indicate that a portion of fund resources is restricted for a specific purpose, or is not available for appropriation and subsequent spending.

**Revenues** – Increases in governmental fund type, net current assets, from other than expenditure refunds and residual equity transfers.

**Special Revenue Fund** – Used to account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes.

**Supplemental** – A budget request submitted during the budget process for a new program or increase to current programs or services above the current budget level.

**Taxes** – Compulsory charges levied by a government for the purpose of financing services formed for the common benefit. This term does not include specific charges made against particular persons or property for current or permanent benefits, such as to paying such charges as: sewer service charges.

**BEDCO** – Bullard Economic Development Corporation

**CAFR** – Comprehensive Annual Financial Report

**CO** - Certificate of Obligation

**EFT** – Electronic Funds Transfer

**EMS** – Emergency Medical Service

**EOY** – End of Year

**FTE** - Full Time Equivalent

**FY** – Fiscal Year

**GAAP** – Generally Accepted Accounting Principles

**GASB** – Governmental Accounting Standards Board

**GFOA** – Government Finance Officers Association

**GIS** – Geographic Information System

**GO** – General Obligation

**HOA** – Homeowners Association

**HR** – Human Resources

**HVAC** – Heating Ventilation and Air Conditioning

**ISD** – Independent School District

**IT** – Information Technology

**PEG** - Public, Educational and Government

**PO** – Purchase Order

**PT** – Part Time

**RFQ** – Request for Quote

**RFP** – Request for Proposal

**SRO** – School Resource Officer

**TCEQ** – Texas Commission on Environmental Quality

**TMRS** – Texas Municipal Retirement System

**TXDOT** – Texas Department of Transportation

**US** – United States

**YTD** – Year to Date

# *City of Bullard, Texas*

## **ANNUAL BUDGET**

***Fiscal Year 2024-25***

