

FY 20-21 BUDGET

CITY OF LAKE DALLAS, TEXAS





Fiscal Year 2020-21
Annual Operating and Capital
Budget
Adopted Budget

Adopted on September 3, 2020

212 Main Street Lake Dallas, TX 75065

lakedallas@lakedallas.com

940-497-2226

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**CITY OF LAKE DALLAS, TEXAS
ORDINANCE NO. 2020-15**

AN ORDINANCE OF THE CITY OF LAKE DALLAS, TEXAS, APPROVING AND ADOPTING A BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021; PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET; APPROPRIATING AND SETTING ASIDE THE NECESSARY FUNDS OUT OF THE GENERAL AND OTHER REVENUES OF THE CITY OF LAKE DALLAS FOR SAID FISCAL YEAR FOR THE MAINTENANCE AND OPERATION OF VARIOUS DEPARTMENTS AND FOR VARIOUS ACTIVITIES AND IMPROVEMENT OF THE CITY; CONTAINING A REPEALING CLAUSE; CONTAINING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, as required by Section 7.02 of the City Charter, the City Manager has prepared and submitted to the City Council a proposed budget of expenditures and revenues of all City departments, activities and offices for the fiscal year beginning October 1, 2020 and ending September 30, 2021; and

WHEREAS, the City Council has received the City Manager's budget, a copy of which, with all supporting schedules, has been filed with the City Secretary of the City of Lake Dallas, Texas, as required by law; and

WHEREAS, the City Council has conducted the necessary public hearings with prior notice thereof as required by law; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LAKE DALLAS, TEXAS THAT:

SECTION 1. For the purpose of providing the funds necessary and proposed to be expended in the budget of the City of Lake Dallas for the fiscal year beginning October 1, 2020 and ending September 30, 2021, the budget heretofore prepared by the City Manager and submitted to the City Council for its consideration and approval and set forth as Exhibit "A" attached hereto be, and the same is hereby approved, and the available resources and revenues of the City of Lake Dallas for said fiscal year be, and the same are hereby appropriated and set aside for the maintenance and operation of the various departments of the government of the City of Lake Dallas, together with the various activities and improvements as set forth in said budget and the appropriation shall be strictly applied for the uses and purpose of the respective departments and activities as provided for in said budget.

SECTION 2. The said budget for the fiscal year beginning October 1, 2020, and ending September 30, 2021, approved herein, shall be attached to and made a part of this Ordinance the same as if copied in full herein.

SECTION 3. Expenditures during the fiscal year beginning October 1, 2020, and ending September 30, 2021, shall be made in accordance with the budget approved by this Ordinance, unless otherwise authorized by a duly enacted Ordinance of the City of Lake Dallas, Texas.

SECTION 4. All notices and public hearings required by law have been duly completed.

SECTION 5. All provisions of the Ordinances of the City of Lake Dallas, Texas, in conflict with the provisions of this Ordinance be, and the same are hereby, repealed, and all other provisions of the Ordinances of the City of Lake Dallas, Texas not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 6. Should any word, sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole, or any part or provision thereof other than the part so decided to be unconstitutional, illegal or invalid.

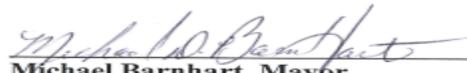
SECTION 7. This Ordinance shall take effect on October 1, 2020.

UPON CALLING FOR A VOTE FOR APPROVAL OF THIS ORDINANCE, THE MEMBERS OF THE CITY COUNCIL VOTED AS FOLLOWS:

	Aye	Nay
Megan Ray, Councilmember - Place 1	x	
Brian Bailey, Councilmember-Place 2	x	
Cheryl McClain, Councilmember – Place 3	x	
Charlie Price, Councilmember – Place 4	x	
Andi Nolan, Councilmember –Place 5	x	

WITH 5 VOTING “AYE” AND 0 VOTING “NAY”, THIS ORDINANCE NO. 2020-15 IS DULY PASSED BY THE CITY COUNCIL OF THE CITY OF LAKE DALLAS, TEXAS, ON THE 3RD DAY OF SEPTEMBER 2020.

APPROVED:

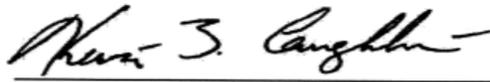

Michael Barnhart, Mayor

ATTEST:


Codi Delcambre, TRMC, City Secretary



APPROVED AS TO FORM:


Kevin B. Laughlin, City Attorney
(kbl:9/9/2020:117657)



Fiscal Year (FY) 2020-21 Budget Memo

Submitted to: The Mayor and City Council on July 20, 2020

The following statement is provided in accordance with Texas Local Government Code 102.005:

This budget will raise more revenue from property taxes than last year's budget by \$93,727, which is a 3.24% increase from last year's budget. The property tax revenue to be raised from new property added to the tax rolls this year is \$28,488.

Prepared by:

John Cabrales Jr.
City Manager

Codi Delcambre
City Secretary

Michele Sanchez
Finance Director

Daniel Carolla
Chief of Police

Layne Cline
Public Works Superintendent

Natalie McAdams
Director of Library Services

Cynthia Uber
Animal Services Manager

Angela Manglaris
Director of Development Services

Lancine Bentley
Community Development Coordinator

Maria Fernandez
Municipal Court Clerk

Elected Officials

**Michael Barnhart, Mayor Term
expires May 2022
mbarnhart@lakedallas.com**

**Megan Ray, Council Member Place 1 Term
expires May 2021
mray@lakedallas.com**

**Brian Bailey, Council Member Place 2 Term
expires May 2022
bbailey@lakedallas.com**

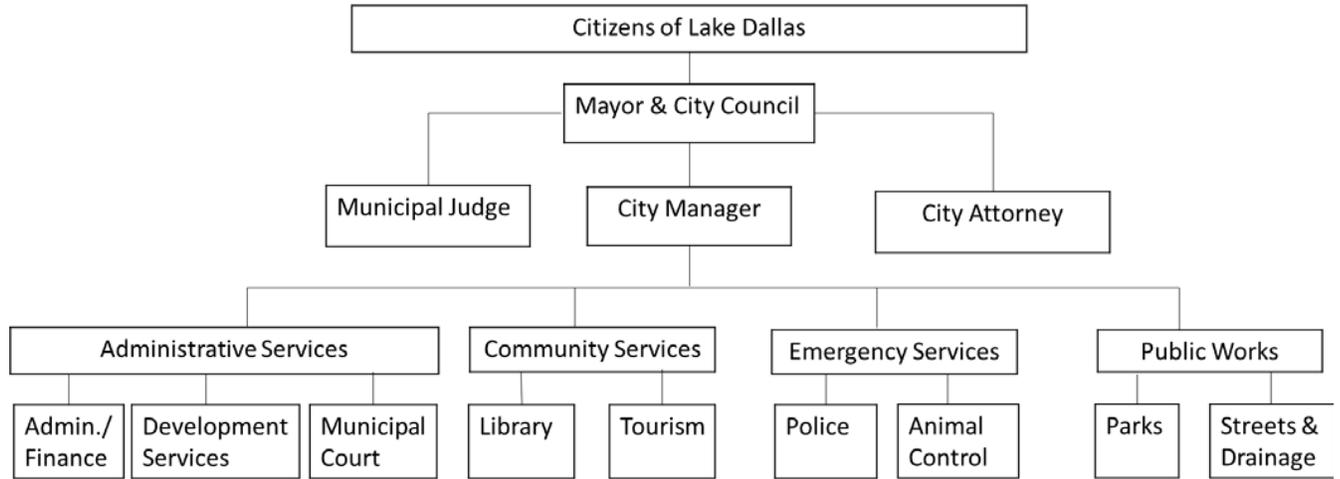
**Cheryl McClain, Council Member Place 3 Term
expires May 2021
mcclain@lakedallas.com**

**Charlie Price, Council Member Place 4 Term
expires May 2022
cprice@lakedallas.com**

**Andi Nolan, Mayor Pro Term, Council Member Place 5 Term
expires May 2021
anolan@lakedallas.com**



Organizational Chart for FY 2020-2021



Boards and Commissions

The City of Lake Dallas Animal Shelter Advisory Board

The city is required by the State of Texas to have an Animal Advisory Board to assist the city in complying with the standards for animal shelters as contained in V.T.C.A. and the Health and Safety Code. The Advisory Board must meet no less than three times a year. The Advisory Board must also have one licensed veterinarian, one city official, one person whose duties include the daily operation of an animal shelter, and one representative from an animal welfare organization.

Board of Appeals

The purpose of this board is to hear testimony of terminated city workers as well as hearing charges of corruption, discrimination, abuse of power, or abuse of policies from active city workers or citizens.

Board of Adjustment

Members of this board meet at the call of the chairperson within 30 days of receipt of written notice from anyone aggrieved as a result of the refusal to issue a building permit or an administrative decision made by the City Building Official.

Community Development Corporation

The Community Development Corporation (CDC) was created in January 2003 to foster improvements in the commercial areas of the city and to enhance the quality of life in the city, and functions as a tool to attract new businesses and residents.

Parks and Recreation Board

The Parks and Recreation Board is an advisory body to the City Council on the planning and development of parks and recreational facilities and the regulations governing their use.

Keep Lake Dallas Beautiful Committee

The Parks and Recreation Board serves as the Keep Lake Dallas Beautiful Committee, which serves as an advisory body to the City Council on planning, development and implementation of litter abatement and aesthetic improvement policies.

Planning & Zoning Commission

The Planning and Zoning Commission is an advisory body to the City Council that makes recommendations regarding the administration of the zoning ordinance, the development of the comprehensive plan for the physical development of the City. Other duties include regulating zoning and ordinance amendments and platting.

Manager's Message

TO THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

Introduction

As required by the City of Lake Dallas Home Rule Charter, I respectfully submit to you for your consideration the annual operating and capital budget for the fiscal year beginning October 1, 2020 and ending September 30, 2021. This budget has been developed to allocate available resources to accomplish the goals and objectives of the City Council and City Boards and Commissions.

I would like to extend my thanks to all the department directors, the Finance Director, City Secretary, and the Community Development Coordinator for their outstanding performance in preparing this budget document.

Budget Highlights

Beginning in December 2019, a novel coronavirus, now designated SARS-CoV2 which causes the disease COVID-19, spread through the world, and was declared a global pandemic by the World Health Organization. The various levels of government took actions to address the evolving COVID-19 situation. On March 13, 2020, Texas Governor Greg Abbott Proclaimed a State of Disaster in Texas Due To COVID-19. On that same day, Denton County Judge Andy Eads issued a Disaster Declaration. On March 15, the Centers for Disease Control (CDC) issued an interim guidance that recommended canceling or postponing in-person events that consist of 50 people or more throughout the United States. On March 17, 2020 Lake Dallas Mayor Michael Barnhart issued a Disaster Declaration Order under the authority of the Texas Government Code Section 418.108. On March 24, 2020, Denton County Judge issued a "Stay at Home" order for all county residents except for specific essential activities and work to provide essential business and government services. On March 31, 2020, Governor Abbott also issued a "Stay at Home Order" including the closing of non-essential businesses. Eventually some businesses would reopen, while others remained closed.

The impacts of these stay at home orders and closures had a negative impact to some of our municipal revenues. However, staff delayed certain expenditures and reduced some operational costs. Also, on June 11, 2020, the City entered an Interlocal Agreement with Denton County to receive federal funding under the Coronavirus Aid, Relief, and Economic Security Act to address and respond to the impact and effects of the COVID-19 Emergency. The County established a COVID-19 municipality funding program, allowing the County to grant money to municipalities. The funding calculation was based on the higher of each city's 2019 NCTCOG estimated population (7,260) or 2018 ACS estimated population of (7,944) multiplied by \$55 per capita. Lake Dallas received \$436,920. The City gave back \$100,000 to the County to include in their OPEN for Business grant program for exclusive use by Lake Dallas businesses, and retained the remaining \$336,920 for reimbursement of COVID-19 related expenses.

2020 has been an unprecedented year, and staff reacted to each new executive order and tried to anticipate the impacts to the municipal budget.

In preparing the FY 2020-21 budget, the focus was on trying to keep all staff employed; avoid any negative impact to salaries and, in fact, includes some equity adjustments based on the employee compensation plan study; continue all existing services for our citizens; maintain appropriate staffing levels; update the capital improvement plans; and maintain a fund balance level in accordance with the city's fiscal policies.

Requests for operational needs, personnel and capital items were evaluated and recommendations are based upon need and available funds. These items have been included in the FY 2020-21 budget, as presented.

Highlights of the budget are detailed below:

- The property tax rate for the upcoming fiscal year will decrease from \$0.644970 to \$0.642060 per \$100 of assessed valuation. This is a 0.00291 cent decrease in the tax rate.
- Sales Tax revenues are projected to increase due to the opening of some commercial developments, and increased sales of alcoholic beverages in our liquor stores.
- Franchise Fees are projected to have a slight increase.
- Fines and Fee are projected to decrease due to the effects of COVID-19.
- There are no cuts in programs or services to citizens.
- The full-time equivalents (FTE) will increase from 37.5 to 39.5, due to the addition of a 0.5 FTE in the Library Department that will be added to an existing 0.5 FTE to make a new full time (Library Technician); the addition of 1 FTE to the Development Services Department to assist with increased workload and special projects and to be shared with the Public Works Department; and a 0.5 FTE in the Police Department to help with administrative, record keeping and other duties.
- Equity adjustment for most employees based on the recently adopted Employee Compensation Plan. The plan was the result of the research and recommendations by PayPoint HR, a consultant contracted by the City, and direction by the City Council.
- There is no cost increase to the employee group health coverage with the TML Pool Plans.
- There is a \$400,000 transfer included from the General Fund Balance to the newly created Fire Contract Stabilization Fund.
- Capital Improvement Plan projects include the replacement of a vehicle for Police, replacement truck for public works and replacement zero turn mower for Parks; replacement air conditioning units for City Hall, Library, Animal Shelter and Fire Station; an automated external defibrillator for City Hall; a storage shed for the animal shelter; a replacement DVD Burner for the Police Department; and new blue tooth switches for body cameras for the Police Department. All the capital improvement requests for Parks are going to be covered by the Lake Dallas Community Development Corporation.

- There is a new Technology Capital Improvement Plan added to this budget that includes \$8,983 in new technology replacements. These costs are for the replacement of a DVD Writer and for Bluetooth connectors needed by the Police Department. CARES Act funds received from Denton County will be used to purchase other needed technology.
- One-time strategic planning items include the hiring of a consultant to assist with the Zoning Ordinance update and a consultant to help with the update of the Parks Master Plan, as recommended by the Parks Board.

General Fund

Revenues

The General Fund revenues are proposed at \$5,403,031, which represents an increase of 5.47% from the previous year's budget. Additional property taxes of \$93,727, which is a 3.3% increase from last year's budget, will be realized from increased values and new construction. Sales tax revenues are projected to increase, and franchise fees are expected to have to increase. Fines and fees are projected to decrease by \$81,700 due to a decrease in court fine collections and the projected number of building and other permits.

Expenses

General Fund operating expenses are proposed at \$5,402,805, which represents an increase of 5.479% from the from the previous year's budget. This increase is primarily attributed to the employee compensation package, and consultant fees for special projects. There is also a onetime transfer to the Special Revenue Fire Contract Stabilization Fund. This increase also includes \$8,983 in new technology replacements for the Police Department as part of the new Technology Capital Improvement Plan.

Capital Improvement Program (CIP)

The Capital Improvements Program totals \$141,583 including: an additional vehicle for Police, and a replacement vehicle as well as a replacement zero turn mower for the Public Works Department; replacement AC Units for City Hall, Library, Animal Shelter, & Fire Station; an automated external defibrillator for City Hall; and a storage building for the Animal Shelter. There is also \$8,983.30 budget for technology updates. There is \$69,000 in capital improvement requests for Parks are going to be covered by the Lake Dallas Community Development Corporation, except for Willow Grove Park.

Closing Comments

Preparation of this budget included a city-wide effort to provide affordable quality services to our citizens. I believe this proposed budget allows us to accomplish this, while implementing a reduction in the tax rate. I think this is a fiscally sound budget that meets our city's primary objectives including: maintaining financial integrity; providing public health and safety services to the community; maintaining and improving infrastructure; planning for the future;

employing and retaining high-quality, professional personnel; providing quality leisure opportunities; and instilling a “sense of community” in residents.

I would like to thank the members of the Lake Dallas City Council for their hard work and dedication to the citizens of Lake Dallas, and for your input into the preparation this budget. I also want to express my appreciation to the staff for all their research and input into the preparation of this document. With your support, and the dedication of our capable staff, I am confident that we will ensure that quality services are provided to the citizens of Lake Dallas.

FY 2020-2021 Budget Overview

GENERAL FUND

Reserve Fund Balance

The importance of cash reserves, generally identified as Reserve Fund Balance, cannot be stressed enough in any governmental function. The ability to overcome unexpected disasters or to be able to fund an unbudgeted expenditure that may be significant to the City requires available but unencumbered funds. Council recently adopted a fiscal policy to maintain a level of unassigned fund balance in the general fund equal to 25 percent of the fund’s operating expenditures. For FY 2020-2021 that would require approximately \$1,340,931 in the fund balance. The estimated reserve balance at the end of FY 2019-20 is \$2,168,976 and the estimated reserve fund balance for FY 2020-2021 is \$1,769,033, this includes a \$400,000 transfer to the Fire Contract Stabilization Fund. The table below provides a listing of the ending reserve fund balances for the previous fiscal year, budgeted and projected ending fund balance for FY 2019-2020, and the proposed ending fund balance for FY 2020-2021. City Management will continue to monitor our financial performance and make appropriate expenditure and/or revenue adjustments as necessary to manage the reserve fund balance.

Description	Actual FY18-19	Budget FY19-20	Projected FY19-20	Proposed FY20-21
Fund Balance, Beginning	1,168,328	1,753,229	1,753,229	2,168,976
Transfer to Special Revenue Fund				(400,000)
Fund Balance, Ending	1,753,229	1,753,995	2,168,976	1,769,202
Fund Balance as % of Expenditures	37%	34%	45%	33%

Bond Rating

The City has a Standard and Poor’s Bond Rating of AA- (double A minus). This rating means the City has very strong capacity to meet its financial commitments and it differs from the highest rating (AAA) only to a small degree. There are three major rating agencies that evaluate municipalities and their bond: Standard and Poor’s (S&P), Moody’s, and Fitch. They assign municipal bonds a credit rating making it easier for market participants to evaluate risk. A credit rating performs the same service for institutional borrowers and investors. A bond’s credit rating is the rating agency’s opinion as to the creditworthiness of the bond’s issuer (City) and is often the single most important factor affecting the interest cost on bonds.

Ratings agencies consider all the economic characteristics of the City and the bond issue in assigning a rating. They evaluate the economic well-being of the City including: the median income, the community’s dependence on certain employers or industries, the diversity of the tax base, the rate of population growth, tax revenue trends, tax rates, and reserve fund balance.

Revenues

The key General Fund revenue sources are discussed below.

Property Tax

Approximately 54.7% of the total General Fund revenue is generated from ad valorem taxes. The certified taxable value for 2020 is 534,173,569. The table below is based on projections and subject to change. The certified value is \$539,275,339, is a 3.38% increase from last year's value. Analysis of the increase shows there was approximately \$3,658,280 in new value added to the appraisal roll for new property added.

The FY 2020-2021 Budget includes a decrease in the overall tax rate of .00291 cents. The proposed tax rate of \$0.642060 per \$100 of assessed valuation is above the effective tax rate of \$0.63419 of the proposed tax rate, \$0.58800 is provided for Maintenance and Operations (M&O), and \$0.08326 is provided for the Interest and Sinking (I&S) or debt service. The rate for the M&O decreased \$0.0008 and the rate for the I&S decreased \$0.00215.

Fiscal Year	Tax Year	CERTIFIED NET TAXABLE VALUE (INCLUDING ARB TOTAL)		Tax Rate				Tax Levy				
		NTV PER DCAC	% CHANGE NTV	M&O	I&S	Total	No New Revenue	M&O	% CHANGE M&O	I&S	Total	% Change Total Levy
2020-21	2020	534,173,569	2.51%	0.558800	0.08326	0.642060	0.63419	2,984,961.90	3.24%	444,753	3,429,714.82	2.95%
2019-20	2019	516,697,993	9.84%	0.5596	0.085411	0.644971	0.605546	2,891,235.29	7.99%	441,317	3,332,552.21	7.39%
2018-19	2018	468,988,326	7.10%	0.569128	0.092622	0.66175	0.627628	2,669,143.88	9.06%	434,386	3,103,530.25	7.10%
2017-18	2017	437,893,906	8.49%	0.55892	0.102829	0.661749	0.626613	2,447,476.62	10.20%	450,282	2,897,758.54	7.46%
2016-17	2016	403,644,299	7.33%	0.550225	0.117843	0.668068	0.634182	2,220,951.84	7.33%	475,667	2,696,618.40	7.33%
2015-16	2015	376,064,041	5.59%	0.550225	0.117843	0.668068	0.668068	2,069,198.37	3.49%	443,165	2,512,363.52	0.49%
2014-15	2014	356,162,311	5.37%	0.561354	0.140575	0.701929	0.66394	1,999,331.38	6.87%	500,675	2,500,006.55	5.37%
2013-14	2013	338,010,097	2.71%	0.553476	0.148485	0.7019613	0.701929	1,870,804.76	9.53%	501,895	2,372,700.07	1.54%

Sales Tax

The second largest revenue source in the General Fund is sales tax. The FY 2019-20 year-end estimate of \$800,000 is 13.79% greater or \$97,000 above budgeted revenue.

The FY 2020-2021 Budget projects that sales tax revenues are going to increase due to the opening of additional commercial business.

Sales Tax Revenue				
	FY 2018- 2019 Actual	FY 2019- 2020 Budget	FY 2019-2020 Projected	FY 2020-2021 Proposed
Total	\$756,680	\$703,000	\$800,000	\$815,000

Franchise Fees

Franchise Fees are expected to increase slightly during the FY20-2021 fiscal year.

Franchise Fee Revenue				
	FY 2018-2019 Actual	FY 2019-2020 Budget	FY 2019-2020 Projected	FY 2019-20 Proposed
Total	\$424,136	\$384,750	\$419,277	\$429,800

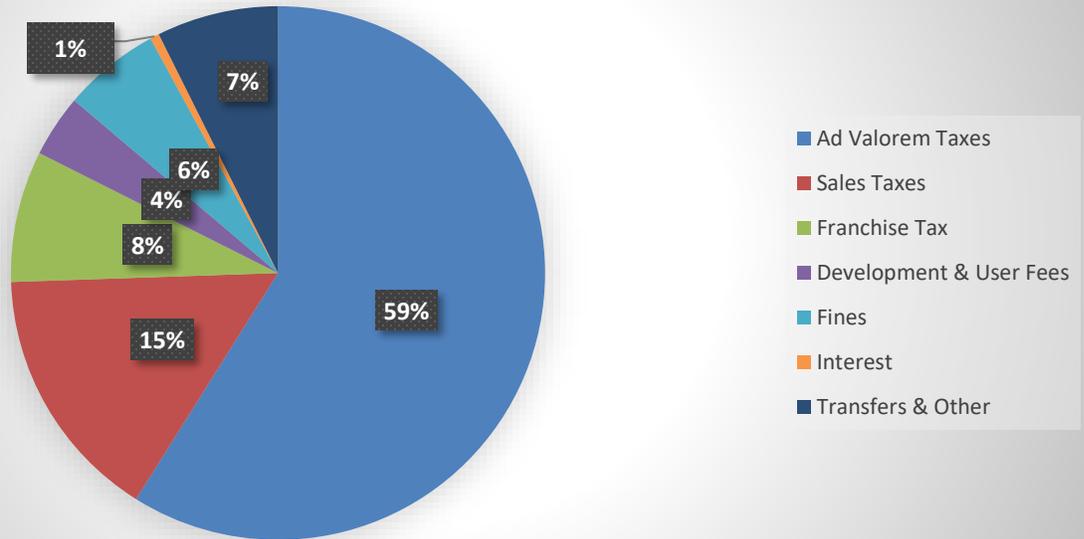
Other Major Revenues

There is a projected increase of an \$8,000 transfer from CDC and a \$5,000 increase in transfer from Willow Grove Park.

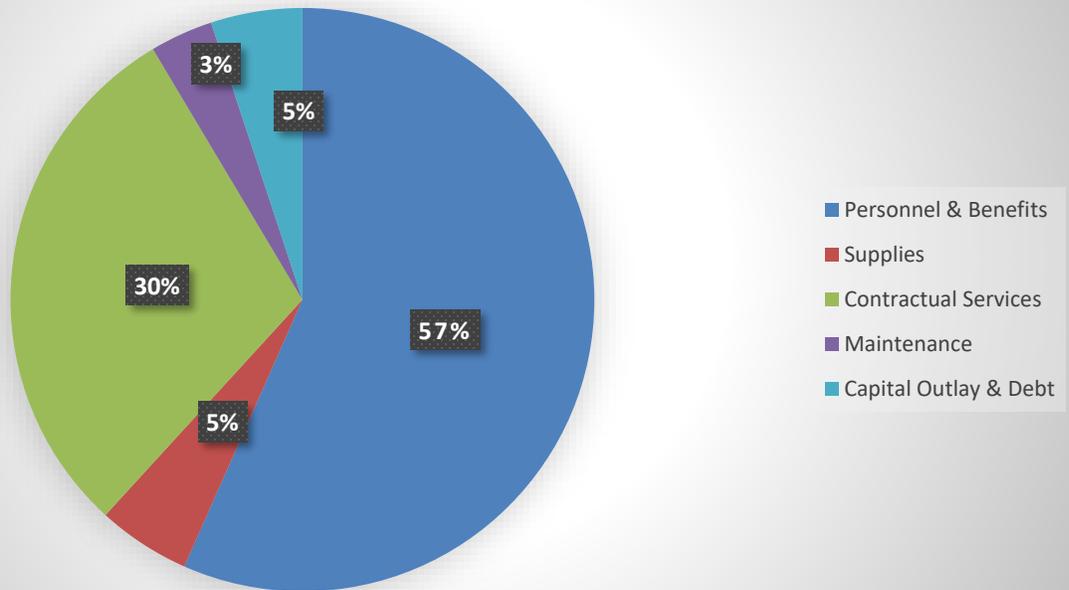
**GENERAL FUND
RESOURCE & EXPENDITURE SUMMARY**

REVENUES				
	Actual	Budget	Projected	Proposed
Description	FY18-19	FY19-20	FY19-20	FY20-21
Ad valorem taxes	2,897,640	3,042,750	3,089,000	3,183,362
Sales & Use Tax	780,678	725,000	821,056	840,000
Franchise Tax	434,163	384,750	430,322	429,800
Development and User Fees	256,892	203,958	229,960	203,978
Fines	422,728	399,700	338,100	318,000
Interest Income	40,644	40,000	22,000	30,000
Other Revenue	411,673	229,732	209,739	287,891
Transfers	93,534	97,000	89,601	110,000
Total Revenues	5,357,952	5,122,890	5,229,779	5,403,031
EXPENDITURES				
	Actual	Budget	Projected	Proposed
Description	FY18-19	FY19-20	FY19-20	FY20-21
Personnel & Benefits	2,385,442	2,716,845	2,558,819	3,059,742
Supplies	234,487	271,818	213,853	278,073
Contractual Services	1,494,453	1,621,458	1,540,333	1,602,809
Maintenance	163,455	180,209	164,371	188,401
Capital Outlay	388,989	204,944	206,579	141,583
Transfers	37,808	5,000	8,226	19,821
Debt Service	68,417	121,851	121,851	112,375
Total Expenditures	4,773,050	5,122,125	4,814,032	5,402,805
Net Change in Fund Balance	584,901	765	415,746	227
Fund Balance, Beginning	1,168,328	1,753,229	1,753,229	2,168,976
Transfer to Special Revenue Fund				(400,000)
Fund Balance, Ending	1,753,229	1,753,995	2,168,976	1,769,202
Fund Balance as % of Expenditures	37%	34%	45%	33%

GENERAL FUND REVENUE



GENERAL FUND EXPENDITURES



Personnel

The full-time equivalents (FTE) will increase by two to 39.5 due to the reclassification of one part time employee in the Library to full time, the addition of one full time employee to the Development Services Department, and the addition of a .5 FTE employee to the Police Department.

City Personnel

Department Personnel Full Time Equivalents (FTE)	FY 2018-19 Proposed	FY 2019-20 Actual	FY 2020-21 Proposed
Streets & Drainage	4.5	4.5	4.5
Parks & Facilities	1.5	1	1
Animal Services	3	3	3
Library	3	3.5	4
Police	16	17*	17.5*
Municipal Court	1	1	1
Development Services	3	3	4
Tourism	0	0	0
Administration	4	4	4
Willow Grove Park	.5	.5	.5
TOTAL	36.5	37.5	39.5

* One position is paid from the VAWA Grant

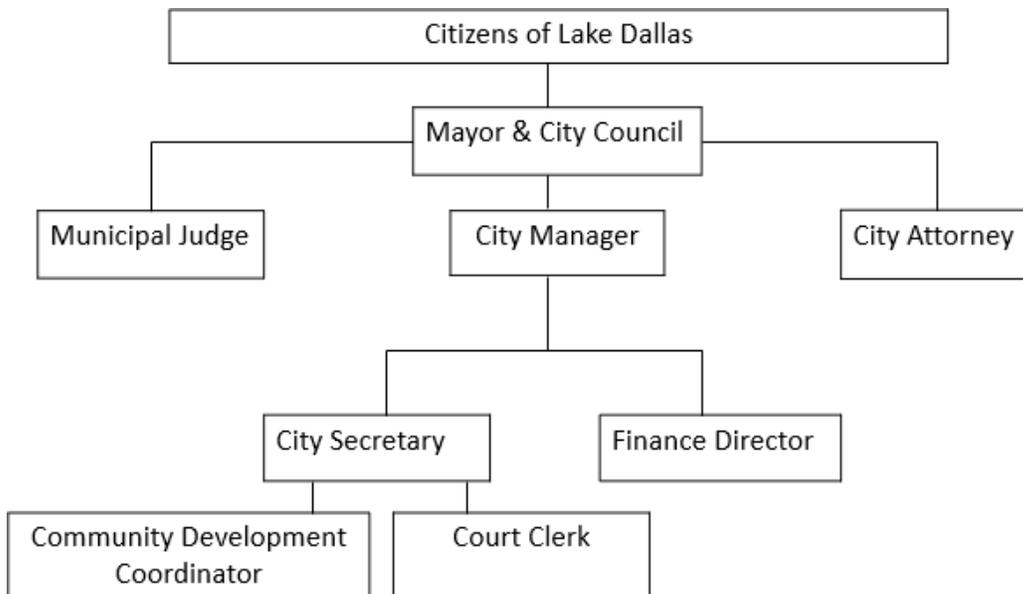
Approved Supplemental Requests

All Departments are required to submit a supplemental request form for anything that is not considered a routine item or is a one-time capital purchase for the following fiscal year. Below are the requests, and the financial impact of the items that were approved for FY2020-2021.

Department	Request	Financial Impact
All Departments	Pay Equity Program	\$ 195,440.62
Development Services	Code Enforcement/ PW Admin	\$ 55,359.64
Library	Reclassification of Part Time Employee to Full Time	\$ 25,511.23
Police	Part Time Property Room Clerk	\$ 20,421.39
Administration	AC Unit for City Hall	\$ 9,000.00
Administration	AC Unit for Fire Station	\$ 9,000.00
Administration	AED	\$ 2,000.00
Police	Replacement Vehicle	\$ 45,900.00
Police	DVD Writer	\$ 5,533.00
Police	Switches for Body Camera	\$ 3,450.00
Library	AC Unit	\$ 9,000.00
Animal Services	AC Unit	\$ 9,400.00
Animal Services	Storage Building	\$ 3,000.00
Street and Drainage	Replacement Vehicle	\$ 35,000.00
Street and Drainage	Zero Turn Mower	\$ 10,300.00
	Total Supplemental Request	\$ 438,351.88

Department Expenditures Information Administration

The purpose of the Administration Department is to provide leadership necessary for the implementation of City Council policy direction, administration of the organization, and delivery of service to the citizens of Lake Dallas. The department is responsible for overseeing the management of day-to-day operations of the City and is comprised of the City Manager, City Secretary, Community Development Coordinator, and the Finance Director. The department also provides administrative support to the City Council, the Community Development Corporation and other boards and commissions.



Department Accomplishments for Fiscal Year 2019-2020 include:

- Implementation of 5-year CIP for Technology
- Implementation of Council/CDC Economic Development Goals
- Work on Capital Projects
- Fire/EMS Services
- Continued work with Lake Cities partners

Department Goals for Fiscal Year 2020-21 include:

- Continue the implementation Council/ CDC Economic Development Goals
- Continue to work on Capital Projects and Bond Projects
- Ensuring financial stability through the COVID-19 pandemic
- Continue to work with Lake Cities partners and, specifically, to bring back a Broadband Technology Plan

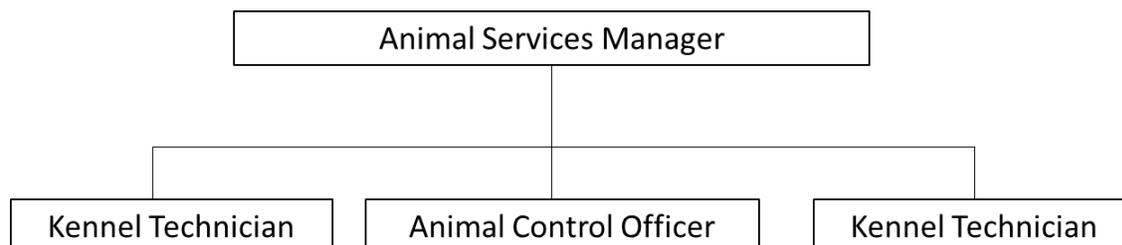
- Implementation of additional financial policies
- Bringing back City Charter revisions for discussion
- Continued cross-training of multiple employees

Description	FY18/19	FY19-20	FY20-21
	Actuals	Budget	Proposed
Personnel			
Salaries-Full Time	279,227.31	315,122.22	332,363.20
Certification Pay	1,500.20	6,810.16	6,810.16
Stipend/Auto Allowance	3,599.96	3,599.96	3,599.96
Longevity	312.00	348.00	606.00
FICA/Medicare Tax	4,042.57	4,741.09	4,970.21
Unemployment Tax	82.28	648.00	648.00
Worker's Compensation	909.89	1,471.37	1,542.48
Group Health Insurance	11,563.98	32,838.24	34,345.44
Retirement/TMRS	40,617.98	49,045.75	51,416.00
Internship			
Accrued Compensation	34.50		
Physicals & Evaluations	24.00		
Life Insurance	-		
Subtotal	341,914.67	414,624.79	436,301.45
Supplies			
Office Supplies	2,240.88	4,000.00	4,000.00
Operating Supplies	7,801.63	8,500.00	8,500.00
Postage & Shipping	2,652.48	3,000.00	3,000.00
Printing	15,005.68	11,500.00	11,500.00
Uniforms	312.25	400.00	400.00
Advertising	1,596.00	2,000.00	2,000.00
Travel & Training	11,088.30	11,225.00	9,250.00
Dues & Memberships	5,490.23	5,580.00	5,580.00
Office Equipment	-	10,200.00	4,700.00
Flowers/Gifts/Plaques	68.24	400.00	400.00
Subscriptions & Publications	2,821.50	900.00	5,230.00
Telephone-Mobile	1,493.88	2,000.00	2,040.00
Subtotal	50,571.07	59,705.00	56,600.00
Contractual Services			
Utilities	40,684.08	37,000.00	37,000.00
Accounting & Auditor	16,000.00	17,000.00	17,000.00
Legal Services	57,482.66	45,000.00	45,000.00
Consultants & Professionals	18,501.50	45,000.00	8,000.00
Elections	-	8,500.00	8,500.00
Denton County Tax	18,184.59	22,810.00	22,810.00
Property & Liability Insurance	46,717.00	52,500.00	52,500.00
Fire Contract	978,606.96	988,393.03	979,605.00
Janitorial Services	11,304.00	11,304.00	11,304.00

Franklin Legal Services- MuniCode	375.00	4,000.00	4,000.00
Shredder Services	488.05	1,000.00	1,000.00
SPAN	1,300.00	1,700.00	1,700.00
Email Hosting Services	2,002.21	6,400.00	-
Civic Plus	4,744.61	4,981.84	4,981.84
Financial Advisory Services	-	3,500.00	1,500.00
Discovery Benefits	600.00	600.00	900.00
Bank Fees	84.28	4,000.00	-
YAC	2,113.59	2,800.00	4,000.00
Subtotal	1,199,188.53	1,256,488.87	1,199,800.84
Maintenance			
Facilities Maintenance	6,830.55	10,000.00	10,000.00
Vehicle Maintenance	45.66	100.00	
Software Maintenance	24,831.30	28,000.00	27,000.00
Subtotal	31,707.51	38,100.00	37,000.00
Capital Outlay			
Capital Outlay-Information Technology	6,311.49	2,350.00	-
Capital Outlay-Building/Facilities	236,700.97	24,000.00	20,000.00
Subtotal	243,012.46	26,350.00	20,000.00
Debt Service Expenditures			
Transfer to Special Revenue Fund	(500.00)		
Subtotal	(500.00)	-	-
Transfers			
Transfer to Special Revenue Fund	5,000.00		
Transfer to Capital Projects	32,807.92		
Subtotal	37,807.92	-	-
Total Expenditures	1,903,702.16	1,795,268.66	1,749,702.29

Animal Services

The Lake Dallas Animal Services Department assists pet owners, promotes positive animal health, and protects the public from zoonotic diseases and animal nuisances.



Department Accomplishments for Fiscal Year 2019-2020 include:

- Updating Animal Services city ordinances
- Implementation of Shelter Pro Software
- Improvements to the yard
- Replacement of cat kennels
- Increased awareness of Spay/Neuter, Microchipping, and Vaccination Clinics
- Purchase of a new washer and dryer through donations

Department Goals for Fiscal Year 2020-2021 include:

- Add additional storage space
- Additional dog kennels/ better presentation
- Continued financial support

Description	FY18/19	FY19-20	FY20-21
	Actuals	Budget	Proposed
Personnel			
Salaries-Full Time	99,196.75	86,577.60	91,769.60
Salaries-Part Time	-	23,804.35	30,035.20
Overtime	5,124.91	5,000.00	6,000.00
Longevity	282.00	144.00	318.00
FICA/Medicare Tax	3,011.65	1,673.04	1,838.67
Unemployment Tax	104.07	810.00	810.00
Worker's Compensation	3,575.95	7,211.37	7,925.30
Group Health Insurance	15,688.03	24,409.08	25,162.68
Retirement/TMRS	10,035.42	17,307.29	19,020.72
Accrued Compensation	-		
Physicals & Evaluations	460.00		460.00
Life Insurance	-		
subtotal	137,478.78	166,936.74	183,340.17

Supplies			
Office Supplies	73.47	200.00	350.00
Operating Supplies	5,885.74	4,500.00	7,950.00
Postage & Shipping	-	50.00	200.00
Printing	300.73	750.00	750.00
Uniforms	655.66	1,200.00	800.00
Advertising	-	200.00	200.00
Travel & Training	596.18	2,000.00	2,370.00
Dues & Memberships	-	100.00	320.00
Vehicle Fuel	607.42	650.00	650.00
Equipment-Field	-	250.00	250.00
Safety Equipment & Supplies	228.33	100.00	200.00
Flowers/Gifts/Plaques	-	250.00	250.00
Telephone-Mobile	854.74	456.00	788.04
Land Lease	1,284.61	1,300.00	1,350.00
Minor Equipment Field	-		
Subtotal	10,486.88	12,006.00	16,428.04
Contractual Services			
Utilities	12,154.52	10,000.00	12,700.00
Consultants & Professionals	2,696.66	6,000.00	9,000.00
Subtotal	14,851.18	16,000.00	21,700.00
Maintenance			
Facilities Maintenance	2,914.75	2,000.00	2,000.00
Vehicle Maintenance	680.92	500.00	500.00
Software Maintenance	2,129.00	3,800.00	3,800.00
Subtotal	5,724.67	6,300.00	6,300.00
Capital Outlay			
Capital Outlay-Information Technology	2,323.53	1,550.00	-
Capital Outlay-Buildings/Facilities	18,133.39	19,300.00	12,400.00
Capital Outlay-WM Settlement	-		
Capital Outlay-Landscaping	-		
Subtotal	20,456.92	20,850.00	12,400.00
Total Expenditures	188,998.43	222,092.74	240,168.21

City Council

The City of Lake Dallas operates under a Home Rule Charter with the Council/Manager form of government. All policy-making decisions are vested in the City Council. The City Council is comprised of five Council members and a Mayor. The City Council appoints the City Manager, City Attorney, Municipal Judge, and members to boards/commissions/committees and various ad hoc committees. The Mayor and Council provide policy direction and input to the City Manager and staff to meet the public service needs of the residents and businesses of Lake Dallas.

City Council Accomplishments for Fiscal Year 2019-2020 include:

- Worked on an Economic Development Goals for all three business districts
- Passed a new Municipal Solid Waste Collection and Transportation agreement
- Passed a new Interlocal Agreement with Corinth for Fire and Emergency Medical Services
- Continued work with the Lake Cities partners on regional issues
- Joint retreat with City Council and CDC.
- Entered an Interlocal Agreement with Denton County for the Shady Shores Road Bridge Project.

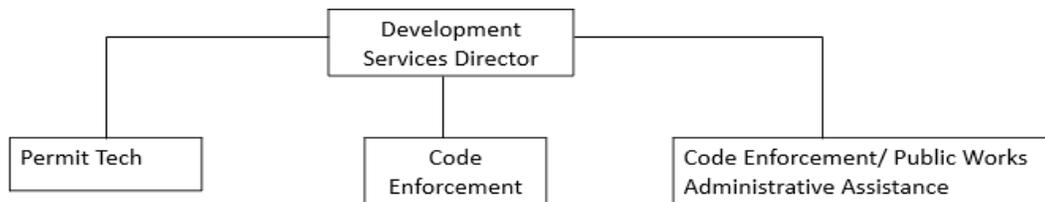
City Council Goals for Fiscal Year 2020-2021 include:

- Adoption of Comprehensive Zoning Ordinance.
- Implement a Drainage Improvement Plan.
- Adopt an Ethics Ordinance.
- Continue to work with Lake Cities partners on regional issues.

Description	FY18/19	FY19-20	FY20-21
	Actuals	Budget	Proposed
Supplies			
Office Supplies	-		
Operating Supplies	222.43	300.00	300.00
Postage & Shipping			
Printing			
Uniforms	490.72	600.00	-
Advertising			
Travel & Training	8,086.79	9,200.00	7,450.00
Dues & Memberships	-	2,000.00	2,000.00
Vehicle Fuel			
Office Equipment			
Safety Equipment & Supplies			
Flowers/Gifts/Plaques	1,035.58	300.00	300.00
Subscriptions & Publications			
Legislative	3,789.72	-	3,800.00
Telephone-Mobile			
Gov't & Misc Operating			
Subtotal	13,625.24	12,400.00	13,850.00
Total Expenditures	13,625.24	12,400.00	13,850.00

Development Services

Development Services is responsible for Planning, Code Enforcement, Building Inspections, Plan Reviews, and Health Inspections. This department provides support to the Planning and Zoning Commission, the Board of Adjustment, and oversees Floodplain Management and Storm Water Education. Long-term planning is provided through the maintenance of the Zoning Map and Comprehensive Planning and Zoning Ordinances. Current planning is provided through site plan and subdivision plat review.



Department Accomplishments for Fiscal Year 2019-2020 include:

- Updated Subdivision Ordinance
- Adoption of Engineering and Design Standards Manual
- Rental Registration Committee-Chapter 22, Article II Proposed Revisions
- Adoption of Falcon Place Zoning Ordinance
- Progression towards electronic permitting processes
- Ahern Rentals Certificate of Occupancy Issued
- Jess' Laundry Zoning Change
- Various Ordinance and Text Amendments

Department Goals for Fiscal Year 2020-2021 include:

- Update the Comprehensive Zoning Ordinance
 - Incorporate Use Tables into Code of Ordinances
- Implementation of GIS Technology
- Update permitting forms and procedures
- Develop a Hazard Mitigation Plan
- Provide training opportunities to City Staff and Elected/Appointed Officials
- Organization and culling of records
- Continue to update vague/antiquated Ordinances and incorporate new polices where needed:
 - Accessory Structure Ordinances
 - Refine Overlay Districts
 - Implementation of grading and drainage policies
 - Outside Storage
 - Various areas pertaining to Code Enforcement Requirements (parking surfaces, refuse containers, junked vehicles, etc.)

- Continual refinement and improvement of internal standard operating procedures
- Improvements to Flutterby Garden
- Work towards Tree City USA Designation:
 - Creation of a Tree Reforestation Fund
 - Update Tree Preservation Ordinance
 - Arbor Day
- Work towards Scenic City Designation

Description	FY18/19	FY19-20	FY20-21
	Actuals	Budget	Proposed
Personnel & Benefits			
Salaries-Full Time	147,993.99	150,989.00	194,396.80
Overtime	2,327.18	1,500.00	1,500.00
Certification Pay	-	-	-
Stipend/Auto Allowance	-		
Longevity	108.00	426.00	444.00
FICA/Medicare Tax	2,046.54	2,211.09	2,840.50
Unemployment Tax	61.70	648.00	810.00
Worker's Compensation	733.74	915.86	1,131.58
Group Health Insurance	22,366.32	29,498.40	39,214.20
Retirement/TMRS	19,377.71	22,873.35	29,384.52
Accrued Compensation			
Physicals & Evaluations	-		
Life Insurance			
Contract Labor	-		
Subtotal	195,015.18	209,061.70	269,721.60
Supplies			
Office Supplies	1,142.79	1,000.00	1,000.00
Operating Supplies	324.78	300.00	300.00
Postage & Shipping	1,407.22	1,000.00	1,200.00
Printing	378.75	5,500.00	5,400.00
Uniforms	275.36	500.00	400.00
Advertising	1,435.30	1,000.00	1,000.00
Travel & Training	979.47	2,545.00	2,590.00
Dues & Memberships	712.54	950.00	550.00
Vehicle Fuel	1,157.83	1,200.00	1,000.00
Office Equipment	50.83	400.00	2,000.00
Safety Equipment & Supplies	-	100.00	100.00
Flowers/Gifts/Plaques	-	100.00	100.00
Subscriptions & Publications	-	1,000.00	1,100.00
Telephone-Mobile	1,004.47	1,100.00	2,268.16
Keep Lake Dallas Beautiful	687.05	800.00	1,500.00
Subtotal	9,556.39	17,495.00	20,508.16
Contractual Services			
Engineering	(14,657.72)	15,000.00	12,000.00
Consultants & Professionals	18,827.19	-	13,000.00

Inspection Services	37,695.58	28,000.00	35,000.00
Health Inspections	4,480.00	3,500.00	4,700.00
Comprehensive Zoning Ordinance		40,000.00	
Property Abatements		5,000.00	5,500.00
Subtotal	46,345.05	91,500.00	70,200.00
Maintenance			
Vehicle Maintenance	659.14	600.00	900.00
Software Maintenance	1,479.00	2,500.00	4,705.25
Subtotal	2,138.14	3,100.00	5,605.25
Capital Outlay			
Capital Outlay-Information Technology	-	6,907.00	
Capital Outlay Property Abatements	6,018.00	-	
Capital Outlay-Comprehensive Plan	-		
Subtotal	6,018.00	6,907.00	-
Total Expenditures	259,072.76	328,063.70	366,035.01

Library

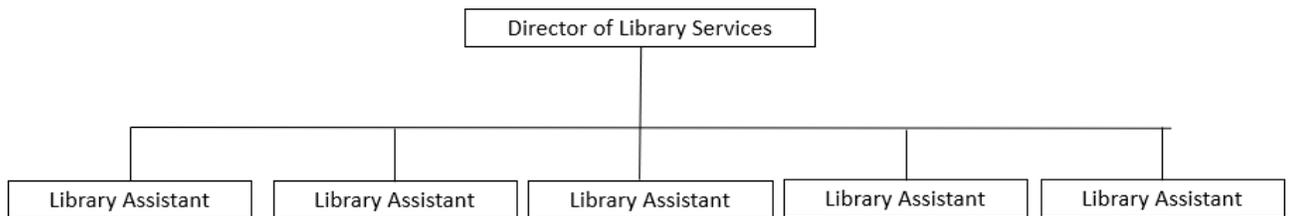
The Lake Dallas Public Library has served, in various capacities, the community of Lake Dallas and other surrounding towns since its beginnings in 1975. The mission of the Lake Dallas Public Library is to provide the communities of Lake Dallas and Shady Shores with technology resources, print and digital information, and programming that meets their educational and leisurely pursuits. Along with providing the technology and print/digital materials that the community needs and/or wants, the Lake Dallas Public Library provides a space for citizens and organizations to meet, share, and learn together, further enhancing the quality of life for residents of both Lake Dallas and Shady Shores.

Department Accomplishments for Fiscal Year 2019-2020 include:

- Developed new Staff training
- Purchase of 9 mobile hotspots
- Met new accreditation standards
- Reconfiguration of the building
- Expanded patronage
- Extend the library’s hours of service to meet the availability needs of the community
- New furniture, awarded by the Tocker Foundation, installed

Department Goals for Fiscal Year 2018-19 include:

- Expand the connectivity in the community
- Expand services outside the building
- Increase visibility to the community
- Expand social services
- Platform for civil discussion and education



Description	FY18/19	FY19-20	FY20-21
	Actuals	Budget	Proposed
Personnel			
Salaries-Full Time	99,855.08	64,628.00	103,043.20
Overtime	132.00		1,000.00
Salaries-Part Time	-	56,402.74	56,368.00
Longevity	72.00	144.00	216.00

FICA/Medicare Tax	3,956.47	1,774.66	2,325.96
Unemployment Tax	110.29	972.00	972.00
Worker's Compensation	365.41	673.15	882.26
Group Health Insurance	6,801.37	8,050.56	16,854.72
Retirement/TMRS	7,719.77	18,358.59	24,061.68
Physicals & Evaluations	61.00		
Life Insurance	-		
Subtotal	119,073.39	151,003.69	205,723.82
Supplies			
Office Supplies	948.09	1,000.00	1,000.00
Operating Supplies	847.88	1,000.00	1,000.00
Postage & Shipping	375.08	1,000.00	1,000.00
Printing	4,456.19	3,300.00	3,300.00
Uniforms	217.28	250.00	200.00
Advertising	782.18	2,000.00	2,500.00
Travel & Training	2,320.00	2,500.00	4,027.00
Dues & Memberships	5,719.30	5,000.00	5,000.00
Flowers/Gifts/Plaques	-	100.00	100.00
Library Books/Materials	13,932.21	20,000.00	20,000.00
Telephone-Mobile	472.44	540.00	540.00
Waste Management Annual Contribution	-		
Subtotal	30,070.65	36,690.00	38,667.00
Contractual Services			
Utilities	10,487.28	12,750.00	12,500.00
Security System	806.43	820.00	820.00
Platting Services	2,500.00	-	
Subtotal	13,793.71	13,570.00	13,320.00
Maintenance			
Facilities Maintenance	2,011.36	2,500.00	2,000.00
Software Maintenance	10,895.15	17,700.00	16,042.00
Subtotal	12,906.51	20,200.00	18,042.00
Capital Outlay			
Capital Outlay-Information Technology	18,738.43	-	0.00
Capital Outlay-Buildings/Facilities	7,200.00	16,000.00	9,000.00
Capital Outlay-WM Settlement	-		
Subtotal	25,938.43	16,000.00	9,000.00
Total Expenditures	201,782.69	237,463.69	284,752.82

Municipal Court

The mission of The Lake Dallas Municipal Court is to serve all citizens in a courteous, efficient and professional manner. Our service delivery provides case resolution through the judicial process, including enforcement. The court is dedicated to principles of fair and impartial justice administered with respect and equality. We are responsible for the prompt, accurate processing of Class C misdemeanor charges and collection of fines. Our pledge is to continue this commitment and offer courteous customer service to the citizens.

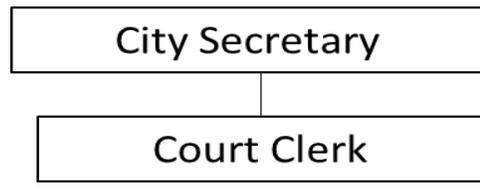
The Lake Dallas Municipal Court has jurisdiction over all fine-only offenses committed within the city limits of Lake Dallas. The offenses include animal services violations, code violations, and traffic offenses. The Municipal Court is responsible for collecting fines, holding trials, and processing defensive driving, deferred dispositions, payment plans, and warrants.

Department Accomplishments for Fiscal Year 2018-19 include:

- Continued warrant round-up on an annual/semiannual basis and possibly investigate an fta forgiveness program.
- Continued with the OMNI fta program.
- Completed the updated processes and procedures for a newly-revised court manual.
- Judge's outstanding orders have been revised, with the new procedures in place.
- All outstanding warrants have been audited.
- Sent out omni hold letters and pending warrant postcards to defendants with 2-year open citations.
- Organized with shred-it company for all old records and purged files to be shredded. A total of 67 boxes and 2 full bins of records were destroyed.

Department Goals for Fiscal Year 2019-20 include:

- Continue with the warrant forgiveness program.
- Continue to mail out OMNI notices to all defendants with OMNI holds.
- Purge all eligible 2014 cases out of court system.
- Update the Court System-Advanced Hosted MCRS-sql- requested in 2020 budget.
- Implement the truancy intervention program with the middle school. (Due to covid-19 the program stalled.)
- Work with the fire marshal to implement the fire codes and violations into the court system.
- Continue to be a liaison with the youth advisory council program.
- Implement a truancy prevention program.



Description	FY18/19	FY19-20	FY20-21
	Actuals	Budget	Proposed
Personnel			
Salaries-Full Time	57,971.85	53,040.00	57,241.60
Overtime	513.43	1,000.00	2,000.00
Certification Pay	853.96	600.08	600.08
Longevity	372.00		114.00
FICA/Medicare Tax	706.44	792.28	853.20
Unemployment Tax	41.14	324.00	324.00
Worker's Compensation	167.08	245.88	264.79
Group Health Insurance	8,497.39	13,492.20	13,869.00
Retirement/TMRS	5,713.61	8,196.01	8,826.25
Subtotal	74,836.90	77,690.45	84,092.92
Supplies			
Office Supplies	1,139.09	800.00	800.00
Postage & Shipping	1,391.99	1,000.00	1,000.00
Printing	1,085.45	700.00	700.00
Uniforms	76.23	100.00	100.00
Travel & Training	507.00	1,000.00	1,000.00
Dues & Memberships	115.00	140.00	140.00
Subtotal	4,314.76	3,740.00	3,740.00
Contractual Services			
Consultants & Professionals	130.00		
MVBA fees	20,881.57	22,000.00	15,000.00
Municipal Judge/Magistrate	14,400.00	14,400.00	14,400.00
Prosecutor	11,161.39	12,000.00	14,000.00
Jury Fee	186.68	500.00	500.00
Warrant Roundup	850.72	1,500.00	-
Subtotal	47,610.36	50,400.00	43,900.00
Capital Outlay			
Capital Outlay-Information Technology	-	1,300.00	-
Subtotal	-	1,300.00	-
Total Expenditures	126,762.02	133,130.45	131,732.92

Parks and Facilities

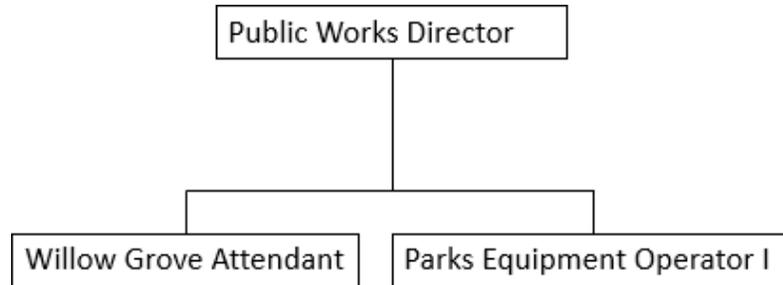
This department provides the maintenance and operations of the City's parks. A portion of the funding for parks maintenance comes from the CDC based on the time and equipment used to maintain the CDC improvements. The Park Improvement Special Revenue Fund also provides some funds for parks. Willow Grove Park maintenance and capital improvements are funded by the Willow Grove Park Special Revenue Fund.

Department Accomplishments for Fiscal Year 2019-2020 include:

- Updated kiosk and entry point into Willow Grove Park.
- Installed new solar lighting at Willow Grove Park.
- Made plans and arrangements for tree planting events at several parks.
- Repurposed stadium bleachers and picnic tables.
- Routine maintenance and cleaning of all parks and public restrooms.
- Narrowing down solutions to improve the boat launch, dock, and fishing pier to be less vulnerable to flooding.
- Pond maintenance at Thousand Oaks Park.
- Added new F-350 to the fleet trucks.

Department Goals for Fiscal Year 2019-20 include:

- Continue to work with Lake Cities Soccer Association towards making improvements to City Park fields.
- Expand mowing contract to include more mowing in Lake Dallas.
- Update the arrangement of Community Park and add a sidewalk trail.
- Add garbage receptacles at Thousand Oaks Park.
- Seal and stripe parking lots at Willow Grove Park and City Park.
- Add trees to City, Community, River Oaks, and Willow Grove Parks.
- Install concrete pads for picnic tables and benches at Thousand Oaks and Willow Grove Parks.
- Add to the walking trail around City Park.
- Work on development of an updated Parks Master Plan.
- Update and fulfill the needs listed in the 5-year Parks CIP.



Description	FY18/19	FY19-20	FY20-21
	Actuals	Budget	Proposed
Personnel			
Salaries-Full Time	45,237.18	31,074.67	32,094.40
Salaries-Part Time	-		
Overtime	3,535.83	2,500.00	2,500.00
Certification Pay	300.04	-	-
Longevity	258.00	-	108.00
FICA/Medicare Tax	1,186.25	450.58	465.37
Unemployment Tax	46.62	162.00	162.00
Worker's Compensation	3,673.05	1,308.24	1,351.17
Group Health Insurance	6,343.26	8,069.52	8,446.32
Retirement/TMRS	5,309.71	4,661.20	4,814.16
Physicals & Evaluations	-		
Life Insurance	-		
Subtotal	65,889.94	48,226.21	49,941.42
Supplies			
Office Supplies	15.96	50.00	50.00
Operating Supplies	590.08	800.00	800.00
Uniforms	788.73	500.00	500.00
Travel & Training	-	200.00	200.00
Dues and Memberships			974.25
Vehicle Fuel	1,267.26	2,500.00	2,500.00
Equipment-Field	706.04	1,000.00	1,000.00
Safety Equipment & Supplies	142.12	250.00	250.00
Flowers/Gifts/Plaques	81.30	50.00	50.00
Telephone-Mobile	192.40	200.00	186.94
Subtotal	3,783.89	5,550.00	6,511.19
Contractual Services			
Consultants and Professionals			42,000.00
Platting Services	7,500.00		
Mowing Contract	5,953.96	15,000.00	15,000.00
Subtotal	13,453.96	15,000.00	57,000.00

Maintenance			
Vehicle Maintenance	876.65	100.00	200.00
Equipment Maintenance	1,974.13	1,500.00	1,500.00
Park Maintenance	339.43	5,000.00	5,000.00
subtotal	3,190.21	6,600.00	6,700.00
Capital Outlay			
Capital Outlay Vehicles		55,000.00	-
Capital Outlay-WM Settlement	-		
Capital Outlay-Heavy Equipment			10,300.00
Subtotal	-	55,000.00	10,300.00
Debt Service			
Loan Principal			9,462.68
Loan Interest			1,774.38
Subtotal	-	-	11,237.06
Transfers			
Transfer to Special Revenue Fund	-		
Transfer to Debt Service Fund	-		
Subtotal	-	-	-
Total Expenditures	86,318.00	130,376.21	141,689.67

Police

The Police Department is responsible for protecting the citizens and visitors to Lake Dallas from the violent acts of others and protecting their property. This mission is accomplished through several strategies that include the prevention of crime whenever possible, the investigation of crime that has occurred, and the arrest of suspects including the preparation of case files to assist in the prosecution of the offender. The police department further protects citizens through the enforcement of traffic laws and city ordinances that affect the general welfare of the community. It is also responsible for educating the public on matters concerning public safety and for training police officers in the most current trends and practices to better serve the citizens. The Police Department is committed to a robust community engagement program to support the community policing model put into place in January of 2017.

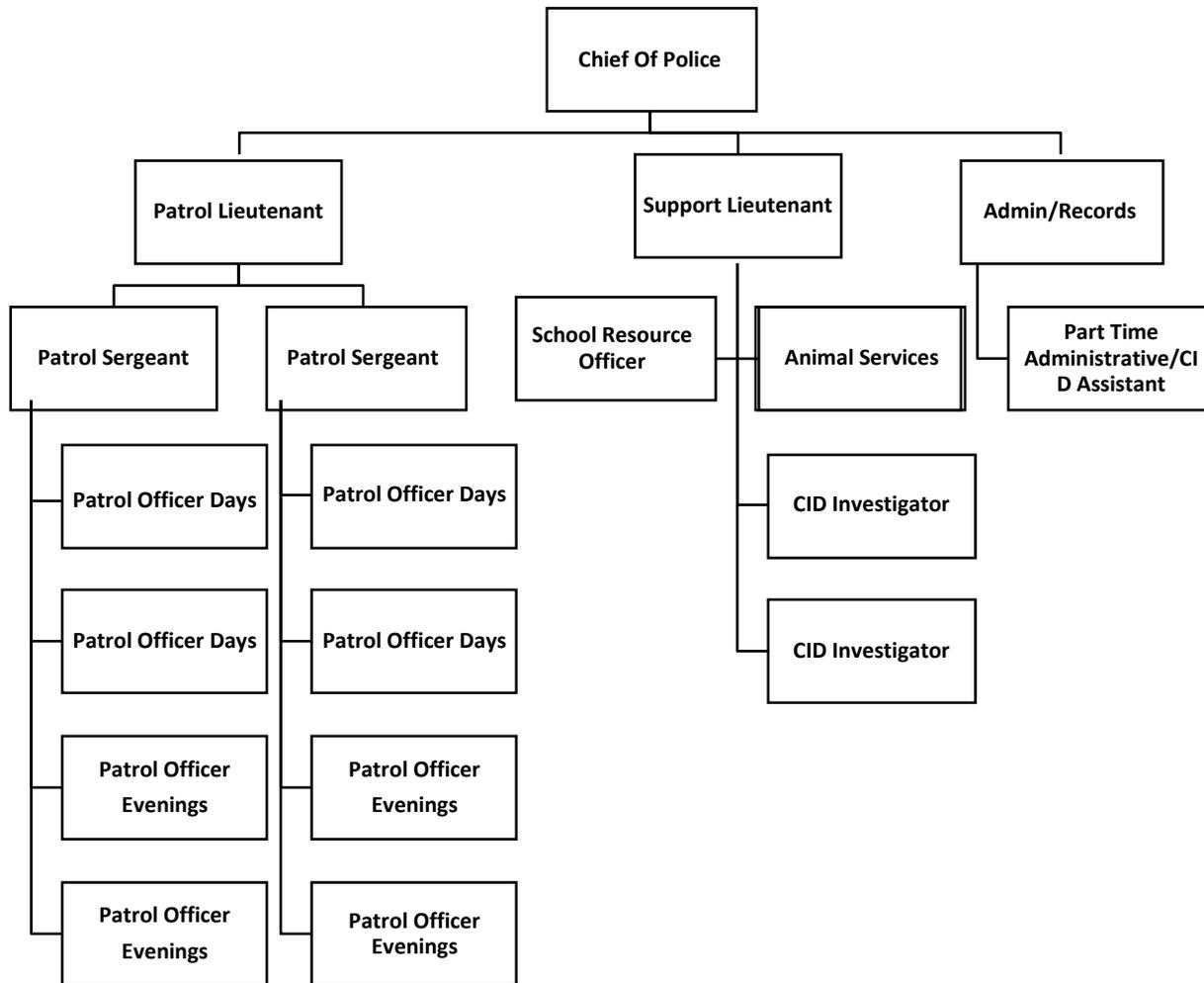
Department Accomplishments for Fiscal Year 2019-20 include:

- Continued to update old Policies and Procedures to Best Practices
 - 30 New General Orders
 - Civil Disturbances
 - Crisis Intervention
 - Special Events
 - Warrantless Searches
 - Planned Warrant Service
 - Basic Training
 - Juvenile Policy
 - Opioid Overdose
 - Records Management
- Implemented new training for defensive tactics, baton, and OC spray
- Successfully applied for and received VAWA funding for year two continuation.
- Implemented new VAWA training.
 - New Training Including
 - Domestic Violence
 - Sexual Assault Reporting
 - Strangulation
- Completed property and evidence destruction/disposal protocols
- Continuation of Kids n' Cops program and sought funding opportunities
- Expanded Department Taught In-Service Training
 - CJIS/TLETS updates
 - Firearms training
 - Body camera training
 - Defensive tactics training
 - Field Training Officer course
 - Taser certification and re-certification
 - FEMA (NIMS/ICS) training
 - Reality based training
 - Situation simulation training
 - Violence against women training

- Successes – Crime Control
 - Police Department clearance rate of reported offenses (183) in 2017 – 12.57%
 - Police Department clearance rate of reported offenses (238*) in 2018 – 37.82%
 - Police Department clearance rate of reported offenses (200*) in 2019 – 51%
- The Lake Dallas Police Department Criminal Investigations Division (CID) received 469 cases for investigation in 2019, compared to 556 in 2018.
 - Assault Offenses
 - 70 reported assault offenses in 2017, with 17 cleared by the department.
 - 126 reported assault offenses in 2018, with 42 of them cleared by the police department.
 - 76 reported assault offenses in 2019, with 43 cleared by the department.
- Interlocal Cooperation-2019 ILA
 - New Interlocal Agreement with Corinth Police Department and Hickory Creek Police Department

Department Goals for Fiscal Year 2020-21 include:

- Continue to improve relationships with the community through the department's outreach efforts.
- Examine completed policy manual and make changes, as necessary, and implement training on new policies.
- Implement new training in use of force and de-escalation.
- Focus on officer health and wellness through department efforts.
- Implement new VAWA training.
- Implement an annual report.
- Continuation of Kids n' Cops program and seek funding opportunities.



Description	FY18/19	FY19-20	FY20-21
	Actuals	Budget	Proposed
Personnel			
Salaries-Full Time	874,146.91	954,013.60	1,065,195.04
Salaries-Part Time			16,640.00
Overtime	25,157.06	30,000.00	40,000.00
Certification Pay	6,012.28	6,000.80	6,000.80
Longevity	6,234.00	4,854.00	5,832.00
FICA/Medicare Tax	12,964.06	14,370.86	15,773.62
Unemployment Tax	90.33	2,754.00	2,754.00
Worker's Compensation	26,420.05	43,427.61	47,600.54
Group Health Insurance	146,077.60	147,406.44	141,136.08
Retirement/TMRS	116,390.65	148,664.09	163,175.38
Accrued Compensation	-		
Physicals & Evaluations	2,142.00	2,325.00	2,266.25
Life Insurance	-		
Psychological Services	-	-	1,000.00
Bailiff Fees	1,650.00	-	

Subtotal	1,217,284.94	1,353,816.41	1,507,373.71
Supplies			
Office Supplies	3,661.16	4,000.00	4,000.00
Operating Supplies	5,160.26	6,000.00	6,000.00
Postage & Shipping	447.17	200.00	200.00
Printing	2,368.41	3,600.00	4,381.00
Uniforms	9,237.30	11,125.00	9,800.00
Advertising	-	800.00	900.00
Travel & Training	2,612.44	7,500.00	11,550.00
Dues & Memberships	13,511.00	16,415.00	12,630.00
Vehicle Fuel	19,597.62	21,000.00	21,000.00
Office Equipment	694.63	700.00	1,000.00
Safety Equipment & Supplies	15,253.15	9,358.00	7,750.00
Flowers/Gifts/Plaques	849.90	1,000.00	1,000.00
Subscriptions & Publications	4,443.00	5,474.00	5,501.88
Telephone-Mobile	9,899.88	12,320.00	10,275.00
Emergency Response Supplies	2,206.88	2,000.00	2,000.00
Subtotal	89,942.80	101,492.00	97,987.88
Contractual Services			
Utilities	4,980.00	4,980.00	4,980.00
Legal Services	2,668.41	6,500.00	3,500.00
Communications	31,771.00	51,619.00	47,348.00
Consultants & Professionals	15,026.15	7,250.00	13,365.00
Jail Services	250.00	1,500.00	1,500.00
SANE Exams	2,624.24	2,500.00	-
Subtotal	57,319.80	74,349.00	70,693.00
Maintenance			
Facilities Maintenance	1,757.61	1,600.00	1,600.00
Vehicle Maintenance	34,016.51	18,175.00	20,599.20
Equipment Maintenance	6,774.40	7,342.00	13,655.00
Software Maintenance	32,975.66	35,892.00	36,000.00
Property Loss	-	500.00	500.00
Subtotal	75,524.18	63,509.00	72,354.20
Capital Outlay			
Capital Outlay-Vehicles	53,108.86	43,000.00	45,900.00
Capital Outlay-Information Tech	-	7,800.00	8,983.00
Capital Outlay-Heavy Equipment	-	4,532.00	
Capital Outlay-Buildings/Facilities	-	11,705.00	-
Capital Outlay-WM Settlement	-		
Capital Outlay-CRIMES			
Capital Outlay-Body Cams	5,851.00	-	-
Capital Outlay-Other			-
Capital Outlay-Weather Sirens		11,500.00	-
Subtotal	58,959.86	78,537.00	54,883.00

Debt Service			
Loan Principal	50,709.75	96,382.00	76,970.46
Loan Interest	8,707.38	7,752.39	6,451.18
Subtotal	59,417.13	104,134.39	83,421.64
Transfers			
Transfer to Special Revenue Fund	-	5,000.00	19,821.00
Subtotal	-	5,000.00	19,821.00
Total Expenditures	1,558,448.71	1,780,837.80	1,906,534.43

Public Works: Streets & Drainage

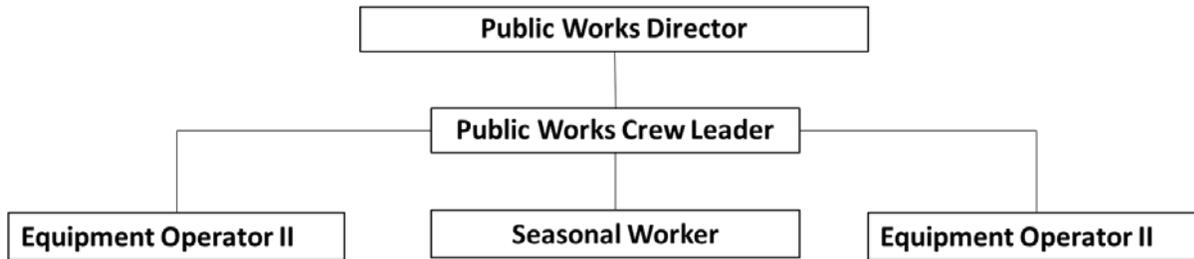
Public Works provides the maintenance of the City’s roads and rights-of-way, storm drainage system, and City buildings and properties. Street lighting is also funded through this department. The department also maintains the public works yard.

Department Accomplishments for Fiscal Year 2019-2020 include:

- Replaced shelving, furniture, and flooring in the Library
- Replaced flooring on PD side at City Hall
- Investigated and repaired roof leaks at the Library and City Hall
- Replacing new AC Units for City Hall, Library and Animal Shelter
- Exterior beautification of all City Facilities

Department Goals for Fiscal Year 2020-2021 include:

- To conduct crack-sealing preventative maintenance and address drainage issues and street failures
- Addition of a full-time employee to assist with administrative work
- Continue to work on development of Stormwater Utility Fee
- Implement a certification program and continue technical skill and safety training for employees
- Continue to implement fleet replacement plan
- Conduct a city-wide pavement condition index to rate street conditions



Description	FY18/19	FY19-20	FY20-21
	Actuals	Budget	Proposed
Personnel			
Salaries-Full Time	158,067.48	195,574.93	215,342.40
Overtime	3,489.68	3,500.00	3,500.00
Certification Pay			300.04
Longevity	906.00	1,044.00	1,152.00
FICA/Medicare Tax	2,405.90	2,850.98	3,177.57
Unemployment Tax	92.89	972.00	972.00
Worker's Compensation	12,129.86	20,502.16	22,876.06
Group Health Insurance	36,316.01	41,548.20	43,055.40
Retirement/TMRS	20,479.90	29,492.94	32,871.37

Accrued Compensation	-		
Physicals & Evaluations	60.00		
Life Insurance	-		
Contract Labor	-		
Subtotal	233,947.72	295,485.22	323,246.83
Supplies			
Office Supplies	278.68	300.00	300.00
Operating Supplies	1,108.10	1,500.00	1,500.00
Printing	-	-	-
Uniforms	1,091.62	1,200.00	1,200.00
Advertising	-		-
Travel & Training	328.68	2,000.00	2,000.00
Dues and Membership	-	390.00	1,624.25
Vehicle Fuel	8,042.55	6,500.00	6,500.00
Equipment-Field	1,363.69	1,500.00	1,500.00
Safety Equipment & Supplies	242.39	2,000.00	2,000.00
Telephone-Mobile	1,524.99	1,850.00	2,156.68
Subtotal	13,980.70	17,240.00	18,780.93
Contractual Services			
Utilities	3,101.29	3,500.00	3,500.00
Street Lighting	53,992.96	51,500.00	51,500.00
Engineering	3,593.25	10,000.00	10,000.00
Rentals	1,799.23	5,000.00	5,000.00
Consultants & Professionals	-	-	-
Stormwater Utility Fee Study	-	-	25,000.00
MS4	14,403.97	5,000.00	5,000.00
Traffic Signal Maintenance	-	4,149.76	4,194.96
Subtotal	76,890.70	79,149.76	104,194.96
Maintenance			
Facilities Maintenance	299.19	400.00	400.00
Vehicle Maintenance	2,323.00	2,500.00	2,500.00
Equipment Maintenance	4,753.27	7,000.00	7,000.00
IT Maintenance	1,803.00	1,500.00	1,500.00
Tree Maintenance	3,785.00	5,000.00	5,000.00
Sign Maintenance	5,621.45	6,000.00	6,000.00
Drainage Maintenance	13,678.51	20,000.00	20,000.00
Subtotal	32,263.42	42,400.00	42,400.00
Capital Outlay			
Capital Outlay-Vehicles	31,489.68	-	35,000.00
Capital Outlay-Information Technology	1,454.95	-	
Capital Outlay-Heavy Equipment	-		-
Capital Outlay-Buildings/Facilities	1,658.67	-	
Subtotal	34,603.30	-	35,000.00
Debt Service			
Loan Principal	8,301.00	15,346.68	15,892.27

Loan Interest	698.90	2,369.76	1,824.17
Subtotal	8,999.90	17,716.44	17,716.44
Total Expenditures	400,685.74	451,991.42	541,339.16

Tourism

The Tourism Department oversees the promotion of tourism and the City’s special events. The department serves to promote a positive image for the City and works with the community in promoting Lake Dallas and instilling community pride.

Description	FY18/19	FY19-20	FY20-21
	Actuals	Budget	Proposed
Supplies			
Advertising	0.00	0.00	0.00
Community Events	8,154.31	5,500.00	5,000.00
Subtotal	8,154.31	5,500.00	5,000.00
Contractual Services			
Fireworks	25,000.00	25,000.00	22,000.00
Subtotal	25,000.00	25,000.00	22,000.00
Total Expenditures	33,154.31	30,500.00	27,000.00

DEBT SERVICE FUND

The City of Lake Dallas uses a combination of debt and a pay-as-you-go approach to financing major projects. Examples include street construction, building construction, and park improvements. In order to continue to provide routine services in the operating budget such as police, fire and public works, a portion of these projects are funded by selling bonds. When bonds are sold, the city receives money from the sale which it uses to fund the project. The city must then make regular payments to pay off the principal and interest on the bond.

The Debt Service Fund provides for principal and interest payments for the City's General Obligation bonds. Revenues and expenditures will vary each year in relation to the timing of issuance and the schedule of repayments. Resources include an applicable portion of the Ad Valorem Tax levy and related income, and transfers from the Community Development Corporation for any debt commitments they have made.

For FY 2020-21 debt service is budgeted at \$693,680.98, which includes a \$240,028 transfer from the Lake Dallas Community Development Corporation.

DEBT SERVICE FUND	Actual	Budget	Proposed
	FY18-19	FY19/20	FY20/21
Revenues			
Property Taxes-Current	432,918.25	431,207.84	444,753.00
Property Taxes-Delinquent	5,545.13	6,000.00	2,000.00
Property Taxes-P & I	2,793.42	3,000.00	900.00
Interest Income - I&S	10,099.17	7,500.00	6,000.00
Bond Proceeds	725,000.00		
CDC Debt Payment Reimbursement	201,131.00	235,825.03	240,027.98
Total Revenues	1,377,486.97	683,532.87	693,680.98
Expenditures			
Debt Issue Costs	26,617.91	-	
Paying Agent Fees	1,500.00	-	
Payments to Escrow Agent	692,776.10		
2019 Go Refunding Series Principle	55,000.00	65,000.00	70,000.00
2019 Go Refunding Series Interest	31,710.96	15,204.28	12,276.00
2008 Street GO Bonds Principal	50,000.00	55,000.00	55,000.00
2008 Street Bonds Interest	25,868.11	23,786.00	21,471.00
2012 Refunding Bonds Principal	145,000.00	150,000.00	150,000.00
2012 Refunding Bonds Interest	8,021.28	5,847.28	3,598.32
2018 CO Bonds Principal (CDC New)	145,000.00	41,976.67	150,000.00
2018 CO Bonds Interest (CDC New)	38,637.52		30,489.00
2018 GO Refunding Series Principal		145,000.00	15,000.00
2018 GO Refunding Series Interest		34,563.00	29,400.00
2019 GF CO Series Principal		100,000.00	120,000.00
2019 GF Co Series Interest		42,592.81	27,550.00
Total Expenditures	1,220,131.88	678,970.04	684,784.32
Net Change in Fund Balance	157,355.09	4,562.83	8,896.66
Fund Balance, Beginning	160,576.57	317,931.66	340,690.58
Fund Balance, Ending	317,931.66	322,494.49	349,587.24

**All Outstanding General Obligation Debt
For Fiscal Year 2020-2021**

Period Ending	Principal	Interest	Total Debt
2/1/2021		62,392	62,392
8/1/2021	560,000	62,392	622,392
9/30/2021	5360,00	124,784	684,784
2/1/2022		55,896	55,896
8/1/2022	560,000	55,896	615,896
9/30/2022	560,000	111,792	671,792
2/1/2023		49,084	49,084
8/1/2023	500,000	49,084	549,084
9/30/2023	500,000	98,168	598,168
2/1/2024		42,295	42,295
8/1/2024	515,000	42,295	557,295
9/30/2024	515,000	84,589	599,589
2/1/2025		35,282	35,282
8/1/2025	535,000	35,282	570,282
9/30/2025	535,000	70,565	605,565
2/1/2026		28,001	28,001
8/1/2026	545,000	28,001	573,001
9/30/2026	545,000	56,001	601,001
2/1/2027		20,543	20,543
8/1/2027	505,000	20,543	525,543
9/30/2027	505,000	41,087	546,087
2/1/2028		13,150	13,150
8/1/2028	525,000	13,150	538,150
9/30/2028	525,000	26,299	551,299
2/1/2029		5,452	5,452
8/1/2029	400,000	5,452	405,452
9/30/2029	400,000	10,903	410,903
TOTAL	4,645,000	624,187	5,269,187

City of Lake Dallas
\$1,000,000 General Obligation Bonds
Series 2008

Period Ending	Principal	Interest	Total Debt
2/1/2021		10,736	10,736
8/1/2021	55,000	10,736	65,736
9/30/2021	55,000	21,471	76,471
2/1/2022		9,578	9,578
8/1/2022	55,000	9,578	64,578
9/30/2022	55,000	19,156	74,156
2/1/2023		8,420	8,420
8/1/2023	60,000	8,420	68,420
9/30/2023	60,000	16,840	76,840
2/1/2024		7,157	7,157
8/1/2024	60,000	7,157	67,157
9/30/2024	60,000	14,314	74,314
2/1/2025		5,894	5,894
8/1/2025	65,000	5,894	70,894
9/30/2025	65,000	11,788	76,788
2/1/2026		4,526	4,526
8/1/2026	70,000	4,526	74,526
9/30/2026	70,000	9,052	79,052
2/1/2027		3,052	3,052
8/1/2027	70,000	3,052	73,052
9/30/2027	70,000	6,105	76,105
2/1/2028		1,579	1,579
8/1/2028	75,000	1,579	76,579
9/30/2028	75,000	3,158	78,158
TOTAL	510,000	101,882	611,882
I&S pays 100%			

City of Lake Dallas
\$895,000 General Obligation Refunding Bonds
Series 2012

Period Ending	Principal	Interest	Total Debt
2/1/2021		1,799	1,799
8/1/2021	150,000	1,799	151,799
9/30/2021	150,000	3,598	153,598
2/1/2022		675	675
8/1/2022	90,000	675	90,675
9/30/2022	90,000	1,349	91,349
TOTAL	240,000	4,948	244,948
CDC pays 28.75%			
I&S pays 71.25%			

City of Lake Dallas
\$1,400,000 General Obligation Refunding Bonds
Series 2018

Period Ending	Principal	Interest	Total Debt
2/1/2021		15,244	15,244
8/1/2021	150,000	15,244	165,244
9/30/2021	150,000	30,489	180,489
2/1/2022		13,137	13,137
8/1/2022	155,000	13,137	168,137
9/30/2022	155,000	26,274	181,274
2/1/2023		10,959	10,959
8/1/2023	160,000	10,959	170,959
9/30/2023	160,000	21,918	181,918
2/1/2024		8,711	8,711
8/1/2024	165,000	8,711	173,711
9/30/2024	165,000	17,422	182,422
2/1/2025		6,393	6,393
8/1/2025	170,000	6,393	176,393
9/30/2025	170,000	12,786	182,786
2/1/2026		4,004	4,004
8/1/2026	175,000	4,004	179,004
9/30/2026	175,000	8,009	183,009
2/1/2027		1,546	1,546
8/1/2027	55,000	1,546	56,546
9/30/2027	55,000	3,091	58,091
2/1/2028		773	773
8/1/2028	55,000	773	55,773
9/30/2028	55,000	1,546	56,546
TOTAL	1,085,000	121,533	1,206,533
I&S pays 61.6636%			
CDC pays 38.3364%			

City of Lake Dallas
\$1,160,000 Combination Tax & Revenue Certificates of Obligation
Refunding 2019

Period Ending	Principal	Interest	Total Debt
2/1/2021		6,138	6,138
8/1/2021	70,000	6,138	76,138
9/30/2021	70,000	12,276	82,276
2/1/2022		5,487	5,487
8/1/2022	65,000	5,487	70,487
9/30/2022	65,000	10,974	75,974
2/1/2023		4,883	4,883
8/1/2023	70,000	4,883	74,883
9/30/2023	70,000	9,765	79,765
2/1/2024		4,232	4,232
8/1/2024	70,000	4,232	74,232
9/30/2024	70,000	8,463	78,463
2/1/2025		3,581	3,581
8/1/2025	75,000	3,581	78,581
9/30/2025	75,000	7,161	82,161
2/1/2026		2,883	2,883
8/1/2026	75,000	2,883	77,883
9/30/2026	75,000	5,766	80,766
2/1/2027		2,186	2,186
8/1/2027	75,000	2,186	77,186
9/30/2027	75,000	4,371	79,371
2/1/2028		1,488	1,488
8/1/2028	80,000	1,488	81,488
9/30/2028	80,000	2,976	82,976
2/1/2029		744	744
8/1/2029	80,000	744	80,744
9/30/2029	80,000	1,488	81,488
TOTAL	660,000	63,240	723,240
CDC pays 100%			

City of Lake Dallas
\$700,000 Sales Tax Revenue Bonds
Series 2019

Period Ending	Principal	Interest	Total Debt
2/1/2021		14,700	14,700
8/1/2021	15,000	14,700	29,700
9/30/2021	15,000	29,400	44,400
2/1/2022		14,385	14,385
8/1/2022	30,000	14,385	44,385
9/30/2022	30,000	28,770	58,770
2/1/2023		13,755	13,755
8/1/2023	55,000	13,755	68,755
9/30/2023	55,000	27,510	82,510
2/1/2024		12,600	12,600
8/1/2024	60,000	12,600	72,600
9/30/2024	60,000	25,200	85,200
2/1/2025		11,340	11,340
8/1/2025	60,000	11,340	71,340
9/30/2025	60,000	22,680	82,680
2/1/2026		10,080	10,080
8/1/2026	60,000	10,080	70,080
9/30/2026	60,000	20,160	80,160
2/1/2027		8,820	8,820
8/1/2027	135,000	8,820	143,820
9/30/2027	135,000	17,640	152,640
2/1/2028		5,985	5,985
8/1/2028	140,000	5,985	145,985
9/30/2028	140,000	11,970	151,970
2/1/2029		3,045	3,045
8/1/2029	145,000	3,045	148,045
9/30/2029	145,000	6,090	151,090
TOTAL	700,000	189,420	889,420
CDC pays 100%			

City of Lake Dallas
\$2,045,000 Certification of Obligation Bonds
Series 2019

Period Ending	Principal	Interest	Total Debt
2/1/2021		13,775	13,775
8/1/2021	120,000	13,775	133,775
9/30/2021	120,000	27,550	147,550
2/1/2022		12,635	12,635
8/1/2022	165,000	12,635	177,635
9/30/2022	165,000	25,270	190,270
2/1/2023		11,068	11,068
8/1/2023	155,000	11,068	166,068
9/30/2023	155,000	22,135	177,135
2/1/2024		9,595	9,595
8/1/2024	160,000	9,595	169,595
9/30/2024	160,000	19,190	179,190
2/1/2025		8,075	8,075
8/1/2025	165,000	8,075	173,075
9/30/2025	165,000	16,150	181,150
2/1/2026		6,508	6,508
8/1/2026	165,000	6,508	171,508
9/30/2026	165,000	13,015	178,015
2/1/2027		4,940	4,940
8/1/2027	170,000	4,940	174,940
9/30/2027	170,000	9,880	179,880
2/1/2028		3,325	3,325
8/1/2028	175,000	3,325	178,325
9/30/2028	175,000	6,650	181,650
2/1/2029		1,663	1,663
8/1/2029	175,000	1,663	176,663
9/30/2029	175,000	3,325	178,325
TOTAL	1,450,000	143,165	1,593,165
I&S pays 100%			

SPECIAL REVENUE FUNDS

Animal Rescue Special Revenue Fund

General

The Animal Rescue Special Revenue Fund is dedicated and may only be spent on animal rescue related expenses by the Lake Dallas Animal Services. This fund accounts for all applicable revenue and related expenditures.

Policy

The Animal Rescue Special Revenue Fund will account for monies received by donations and expended on animal rescue related services.

Condition

Presently, the Animal Rescue Special Revenue Fund revenues and expenditures are recorded in a dedicated fund independent of the City’s general fund. Related expenditure activities are used solely for animal rescue by the Lake Dallas Animal Services.

Recommendation

The projected revenue for FY 2020-2021 is based solely on donations and is estimated at \$18,100. Authorized expenditures are \$21,000 to fund veterinary bills, medical supplies, and other animal rescue needs.

ANIMAL RESCUE FUND	Actual	Budget	Proposed
	FY18-19	FY19/20	FY20/21
Revenues			
Interest Income - Special Revenue DFS	146	100	100
Donations Animal Rescue	20,297	21,000	18,000
Total Revenues	20,442	21,100	18,100
Contractual Services			
Animal Rescue Expenses	17,244	21,000	21,000
Transfer to General Fund	-	-	-
Total Expenditures	17,244	21,000	21,000
Net Change in Fund Balance	3,198	100	(2,900)
Fund Balance, Beginning	4,382	7,580	9,560
Fund Balance, Ending	7,580	7,680	6,660

Child Safety Special Revenue Fund

General

The Child Safety Special Revenue Fund is dedicated and may only be spent on certain, statutorily defined purposes. This fund accounts for all applicable revenue and related expenditures.

Policy

The Child Safety Special Revenue Fund is funded by a fee amount of \$25.00 that applies to all Rules of the Road offenses that occur in a school crossing zone; passing a school bus; failure to attend school; parent contributing to non-attendance; and some city ordinance parking violations. The funds can be used for a school crossing guard program if one exists; for programs designed to enhance child safety, health or nutrition; child abuse prevention/intervention; drug and alcohol abuse prevention; or programs designed to enhance public safety and security.

Condition

Presently, the Child Safety Fund revenues are recorded in a dedicated fund independent of the City's General Fund.

Recommendation

The projected revenue for FY 2020-2021 is \$8,250, which is based on historical numbers and are dependent on the amount of applicable offenses in the fiscal year. Authorized expenditures are \$5,000.

CHILD SAFETY FUND	Actual	Budget	Proposed
	FY18-19	FY19/20	FY20/21
Revenues			
Municipal Court Child Safety Fees	13,646	8,000	8,000
Interest Income - Special Revenue DFS	557	400	250
Total Revenues	14,203	8,400	8,250
Contractual Services			
Mun Ct Child Safety Program	6,895	8,000	5,000
Transfer to Kids n' Cops Fund	5,000		
Transfer to General Fund	-	-	-
Total Expenditures	11,895	8,000	5,000
Net Change in Fund Balance	2,308	400	3,250
Fund Balance, Beginning	14,030	16,338	23,600
Fund Balance, Ending	16,338	16,738	26,850

Court Security Special Revenue Fund

General

The Court Security Special Revenue Fund is dedicated and may only be spent on certain, statutorily defined purposes. This fund accounts for all applicable revenue and related expenditures.

Policy

The Court Security Special Revenue Fund is funded by a \$3.00 fee by any defendant convicted of a misdemeanor offense in the city’s municipal court. The funds can be used for statutorily-defined purposes including: the purchase or repair of X-ray machines and conveying systems; handheld metal detectors; walkthrough metal detectors; identification cards and systems; electronic locking and surveillance equipment; Bailiffs, Deputy Sheriffs, Deputy Constables, or contract security personnel during times when they are providing appropriate security services; signage; confiscated weapon inventory and tracking systems; locks, chains, alarms, or similar security devices; the purchase or repair of bullet-proof glass; and continuing education on security issues for court personnel and security personnel.

Condition

Presently, the Court Security Fund revenues are recorded in a dedicated fund independent of the City’s General Fund.

Recommendation

The projected revenue for FY 2020-2021 is \$4,950, which is based on historical numbers and are dependent on the amount of applicable offenses in the fiscal year. Authorized expenditures are \$13,000 for bailiff costs and security enhancement to court entry points.

COURT SECURITY FUND	Actual	Budget	Proposed
	FY18-19	FY19/20	FY20/21
Revenues			
Municipal Court Security Fees	7,009	5,500	3,500
Local Municipal Court Bldg Security			1,000
Interest Income - Special Revenue DFS	1,104	750	450
Transfer In	-	-	
Total Revenue	8,113	6,250	4,950
Supplies			
Bailiff	600	3,000	3,000
Office Expenses	-	20,000	10,000
Capital Outlay-Building/ Facilities	4,906	-	
Total Expenditures	5,506	23,000	13,000
Net Change in Fund Balance	2,607	(16,750)	(8,050)
Fund Balance, Beginning	42,748	45,355	48,155
Fund Balance, Ending	45,355	28,605	40,105

Court Technology Special Revenue Fund

General

The Court Technology Special Revenue Fund is dedicated and may only be spent on certain, statutorily defined purposes. This fund accounts for all applicable revenue and related expenditures.

Policy

The Court Technology Special Revenue Fund is funded by a \$4.00 fee by any defendant convicted of a misdemeanor offense in the city’s municipal court. The funds can be used for statutorily defined purposes including computer systems; computer networks; computer hardware; computer software; imaging systems; electronic kiosks; electronic ticket writers; and docket management systems.

Condition

Presently, the Court Technology Fund revenues are recorded in a dedicated fund independent of the City’s General Fund.

Recommendation

The projected revenue for FY 2020-2021 is \$5,310, which is based on historical numbers and are dependent on the amount of applicable offenses in the fiscal year. Authorized expenditures are \$12,000 for court technology initiatives.

COURT TECHNOLOGY FUND	Actual	Budget	Proposed
	FY18-19	FY19/20	FY20/21
Revenues			
Municipal Court Technology Fees	9,377	6,500	5,000
Local Municipal Court Technology			60
Interest Income - Special Revenue DFS	534	400	250
Total Revenues	9,911	6,900	5,310
Contractual Services			
Information Technology	18,444	11,000	12,000
Transfer to General Fund	-	-	-
Total Expenditures	18,444	11,000	12,000
Net Change in Fund Balance	(8,533)	(4,100)	(6,690)
Fund Balance, Beginning	24,806	16,273	11,991
Fund Balance, Ending	16,273	12,173	5,301

Asset Forfeiture Special Revenue Fund

General

The Asset Forfeiture Special Revenue Fund is dedicated and may only be spent on certain, statutorily-defined purposes according to Chapter 59 of the Texas Code of Criminal Procedure. The City will create an Asset Forfeiture Special Revenue Fund to account for revenue and related expenditures.

Policy

The Asset Forfeiture Special Revenue Fund will account only for asset forfeitures related to police seizures and related eligible expenditures.

Condition

Presently, the Asset Forfeiture Special Revenue Fund revenues and expenditures are recorded in a dedicated fund independent of the City’s general fund. Related expenditure activities are used solely for law enforcement purposes.

Recommendation

Revenue projections for FY 2020-2021 are not recorded because asset forfeiture is unpredictable based on seizures of property used in the commission of crimes and/or proceeds of criminal activity. Authorize \$5,000.00 from this account to purchase equipment and training used for the safety of the public and the safety of the police officers.

DRUG SEIZURE FUND	Actual	Budget	Proposed
	FY18-19	FY19/20	FY20/21
Revenues			
Seizure Revenue	-	-	
Forfeiture Revenue	7,118		
Interest Income - Special Revenue DFS	265	250	
Transfer from General Fund	(6,534)	-	
Total Revenues	848	250	-
Contractual Services			
Pub Saf Seizure Program	4,669	9,000	5,000
Total Expenditures	4,669	9,000	5,000
Net Change in Fund Balance	(3,821)	(8,750)	(5,000)
Fund Balance, Beginning	9,416	5,595	894
Fund Balance, Ending	5,595	(3,155)	(4,106)

Hotel Occupancy Tax Special Revenue Fund

General

The Hotel Occupancy Tax (HOT) is levied on the cost of use of a hotel room and is equal to seven percent of the price of the room. State law specifies that hotel occupancy taxes must be used on programs that enhance and promote tourism. State law allows up to 15% of revenues to be spent on the arts and up to 50% on historic preservation. Hotel Occupancy Taxes are dedicated and may only be spent for these statutorily defined purposes. This fund accounts for all applicable revenue and related expenditures of Hotel Occupancy Taxes.

Policy

The Hotel Occupancy Tax Fund will account only for HOT revenue and related eligible expenditures.

Condition

Presently, the hotel occupancy tax revenue and expenditures are recorded in a dedicated fund independently of the City's General Fund. There two events that are financed through the HOT Fund, Mardi Gras, and Fourth of July.

The City presently has one hotel and one retreat-based rental facility that contribute to this fund.

Recommendation

The projected revenue for FY 2020-2021 is \$40,400, which is based on historical numbers and are dependent on the amount of revenue collected. Authorized expenditures are \$37,708 for special event expenditures for the Mardi Gras and Fourth of July events, except for the expenditures for fireworks display.

HOTEL OCCUPANCY TAX FUND	Actual FY18-19	Budget FY19/20	Proposed FY20/21
Revenues			
Hotel Occupancy Tax	32,321	65,000	40,000
Interest Income - Special Revenue DFS	770	750	400
Transfer from Gen Fd	-	-	-
Total Revenues	33,091	65,750	40,400
Personnel			
Contract Labor	4,675	10,000	4,850
Supplies			
Office Supplies	-	-	-
Printing	8	500	500
Advertising	470	2,000	2,000
Dues & Memberships	349	700	358
Telephone-Mobile	-	-	-
Community Events	28,391	30,000	30,000
Contractual Services			
Consultants & Professionals	-	-	-
Total Expenditures	33,893	43,200	37,708
Net Change in Fund Balance	(802)	22,550	2,692
Fund Balance, Beginning	71,569	70,766	62,033
Fund Balance, Ending	\$ 70,766	\$ 93,316	\$ 64,725

Juvenile Case Manager Special Revenue Fund

General

The Juvenile Case Manager Special Revenue Fund is dedicated and may only be spent on certain, statutorily defined purposes. This fund accounts for all applicable revenue and related expenditures.

Policy

The Juvenile Case Manager Special Revenue Fund is funded by a \$5.00 fee by any defendant convicted of a misdemeanor offense in the city's municipal court. The funds can be used for statutorily defined purposes including to finance the salary, benefits, training, travel expenses, office supplies, and other necessary expenses of the juvenile case manager; and to implement programs directly related to the juvenile case management.

Condition

Presently, the Court Technology Fund revenues are recorded in a dedicated fund independent of the City's General Fund.

Recommendation

The projected revenue for FY 2020-2021 is \$3,400, which is based on historical numbers and are dependent on the amount of applicable offenses in the fiscal year. Authorized expenditures are \$30,000 to partner with the Counseling Center of Denton to create a diversion programs in lieu of the formal processing of youth in the juvenile delinquency system. The purpose of diversion programs is to redirect Juvenile offenders from the justice system. This also contains budgeted funds for a proposed truancy program.

JUVENILE CASE MANAGEMENT FUND	Actual	Budget	Proposed
	FY18-19	FY19/20	FY20/21
Revenues			
Juvenile Case Mgt Fees	344	-	100
Local Truancy Prevention & Diversion Fund			1,500
Interest Income - Special Revenue DFS	3,753	100	1,800
Total Revenues	4,096	100	3,400
Contractual Services			
Mun Ct JCM Program	539	20,000	20,000
Transfer to General Fund	-	10,000	10,000
Total Expenditures	539	30,000	30,000
Net Change in Fund Balance	3,557	(29,900)	(26,600)
Fund Balance, Beginning	149,842	153,399	127,048
Fund Balance, Ending	153,399	123,499	100,448

Kids n’ Cops Special Revenue Fund

General

The Kids n’ Cops Special Revenue Fund is dedicated and may only be spent on items or vendors related to police department and municipal court community engagement events and the annual safety fair. The City will create a Kids n’ Cops Special Revenue Fund to account for revenue and related expenditures.

Policy

The Kids n’ Cops Special Revenue Fund will account only for donations received for Kids n’ Cops and expenditures on items or vendors related to Kids n’ Cops community engagement events and annual safety fair.

Condition

Presently, the Kids n’ Cops Special Revenue Fund revenues and expenditures are recorded in a dedicated fund independent of the City’s general fund. Related expenditure activities are used solely for Kids n’ Cops events.

Recommendation

The projected revenue for FY 2020-2021 is \$5,100, which is based on historical numbers and is dependent on donations. Authorized expenditures are \$10,000 to fund the annual Kids n’ Cops community engagement event and safety fair.

KIDS N COPS FUND	Actual FY18-19	Budget FY19/20	Proposed FY20/21
Revenues			
Interest Income - Special Revenue DFS	254	100	100
Donations	5,129	5,000	5,000
Transfer In	5,500		
Total Revenue	10,883	5,100	5,100
Contractual Services			
Kids N Cops Program	7,085	10,000	10,000
Total Expenditures	7,085	10,000	10,000
Net Change in Fund Balance	3,798	(4,900)	(4,900)
Fund Balance, Beginning	9,625	13,423	14,995
Fund Balance, Ending	13,423	8,523	10,095

LEOSE Special Revenue Fund

General

The Law Enforcement Officer Standards and Education (LEOSE) Special Revenue Fund is dedicated and may only be spent on certain, statutorily defined purposes according to Chapter 1701 of the Texas Occupations Code. This fund accounts for all applicable revenue and related expenditures.

Policy

The LEOSE Special Revenue Fund will account only for continuing education for full time peace officers, telecommunicators, or to provide necessary training, as determined by the agency head, to full-time fully paid law enforcement support personnel in the agency.

Condition

Presently, the LEOSE Special Revenue Fund revenues and expenditures are recorded in a dedicated fund independent of the City's general fund.

Recommendation

The projected revenue for FY 2020-2021 is \$1,525, which is based on historical numbers and is dependent on the funding level from the State. Authorized is \$2,410 to supplement the police department's training budget to include mandated continuing education and training for contemporary topics related to law enforcement.

LEOSE FUND	Actual FY18-19	Budget FY19/20	Proposed FY20/21
Revenues			
LEOSE Revenue	1,481	1,500	1,500
Interest Income - Special Revenue DFS	88	25	25
Transfer from General Fund	-	-	
Total Revenues	1,570	1,525	1,525
Expenditures			
Travel & Training	2,853	5,000	2,410
Total Expenditures	2,853	5,000	2,410
Net Change in Fund Balance	(1,284)	(3,475)	(885)
Fund Balance, Beginning	4,415	3,132	1,546
Fund Balance, Ending	3,132	(343)	661

Library Donation Special Revenue Fund

General

The Library Donation Special Revenue Fund is dedicated and may only be used for Library related expenditures. This fund accounts for all applicable revenue and related expenditures.

Policy

The Library Donation Special Revenue Fund is funded by donations received for eligible expenditures by the Library. The funds can be used for expenditures including: the purchase of library books; DVDs; and materials for the Library's Summer Reading program.

Condition

Presently, the library donation revenues and expenditures are accounting for in a dedicated fund separately from the general fund.

Recommendation

The projected revenue for FY 2020-2021 is based solely on donations and is estimated at \$1,100. Authorized expenditures are \$3,000 to fund applicable Library expenditures.

LIBRARY DONATION FUND	Actual	Budget	Proposed
	FY18-19	FY19/20	FY20/21
Revenues			
Interest Income - Special Revenue DFS	203	125	100
Library Contributions	2,878	2,000	1,000
Transfer from General Fund	-	-	
Total Revenues	3,081	2,125	1,100
Expenditures			
Library Donations Expenses	2,835	3,000	3,000
Total Expenditures	2,835	3,000	3,000
Net Change in Fund Balance	246	(875)	(1,900)
Fund Balance, Beginning	8,944	9,190	9,190
Fund Balance, Ending	9,190	8,315	7,290

Park Improvement Special Revenue Fund

General

The Park Improvement Special Revenue Fund is dedicated and may only be spent on certain, statutorily defined purposes. This fund accounts for all applicable revenue and related expenditures.

Policy

The Park Improvement Special Revenue Fund is funded by the Park Improvement and Maintenance Fee collected on all residential building permits. The funds can only be used to fund improvements and maintenance of Lake Dallas’ parks including upgrading of facilities and playsets; adding park amenities; and maintenance costs.

Condition

Presently, the Park Improvement and Maintenance Fee revenues and expenditures are recorded in a dedicated fund separate from City’s general fund.

Recommendation

The projected revenue for FY 2020-2021 is \$1,500, which is based on historical numbers and is dependent on applicable permits. Authorized is \$1,500 from this account to fund applicable park improvement and maintenance expenditures.

PARK IMPROVEMENT FUND	Actual	Budget	Proposed
	FY18-19	FY19/20	FY20/21
Revenues			
Fees - Park Improvement	1,529	1,500	1,500
Interest Income - Special Revenue DFS	120	100	
Transfer In	9		
Total Revenue	1,658	1,600	1,500
Expenditures			
Capital Outlay-Park Improvements	6,236	1,500	1,500
Total Expenditures	6,236	1,500	1,500
Net Change in Fund Balance	(4,578)	100	-
Fund Balance, Beginning	5,603	1,025	2,575
Fund Balance, Ending	\$ 1,025	\$ 1,125	\$ 2,575

Street Maintenance Special Revenue Fund

General

The Street Maintenance Sales Taxes are dedicated and may only be spent on certain, statutorily defined purposes. This fund accounts for all applicable revenue from the sales tax collections dedicated for street maintenance, and related expenditures.

Policy

The Street Maintenance Special Revenue Fund will account only for Street Maintenance Sales Tax revenue and related eligible expenditures.

Condition

Presently, the Street Maintenance Sales Tax revenues and expenditures are recorded in a in a dedicated fund separated from the City’s general fund.

Recommendation

The projected revenue for FY 2020-2021 is \$203,000 and is based on historical numbers and are dependent on sales tax collections. Authorized expenditures are \$261,000 from this account to fund applicable street and sidewalk maintenance projects.

STREET MAINTENANCE SALES TAX FUND	Actual	Budget	Proposed
	FY18-19	FY19/20	FY20/21
Revenues			
Sales Tax - Road Maintenance	189,168	175,750	200,000
Contributions for Street Maintenance			-
Interest Income - Special Revenue DFS	4,802	2,500	3,000
Total Revenues	193,970	178,250	203,000
Expenses			
Equipment Maintenance		5,000	5,000
Sidewalk Maintenance	374	6,000	6,000
Streets Repair Maintenance	25,978	250,000	250,000
Capital Outlay-Heavy Equipment	14,164	30,000	-
Total Expenditures	40,516	291,000	261,000
Net Change in Fund Balance	153,454	(112,750)	(58,000)
Fund Balance, Beginning	90,501	243,954	135,154
Fund Balance, Ending	\$ 243,954	\$ 131,204	\$ 77,154

Willow Grove Park Special Revenue Fund

General

The Willow Grove Park Special Revenue Fund is dedicated and may only be spent on expenditures at Willow Grove Park. This fund accounts for all applicable revenue and related expenditures.

Policy

The Willow Grove Park Special Revenue Fund is funded by revenues generated through both primitive and RV camping fees, park entry fees, boat launch fees, yearly passes, and pavilion rentals. The revenues generated at Willow Grove Park must be used to offset capital improvements, repairs, utility costs and maintenance costs. Revenues cannot be used for other purposes within the City.

Condition

Presently, the Willow Grove Park Special Revenue Fund revenues and expenditures are recorded in a dedicated fund independent of the City's General Fund.

Recommendation

The projected revenue for FY 2020-2021 is \$100,600 and is based on historical numbers and is dependent on fees generated from park use. Authorized expenditures are \$133,802 for campsite improvements, the addition of a part-time equivalent temporary seasonal worker to address increased workload, and security costs during certain holidays.

WILLOW GROVE PARK FUND	Actual	Budget	Proposed
	FY18-19	FY19/20	FY20/21
Revenues			
Fees - Willow Grove Park	67,376	100,000	100,000
Interest Income - Special Revenue DFS	1,279	1,200	600
Insurance Proceeds	4,233	-	-
Total Revenues	72,888	101,200	100,600
Expenditures			
Salaries-Full Time	-	13,525	13,000
Overtime	-	500	500
FICA/Medicare Tax	-	196	196
Unemployment Tax	-	162	162
Worker's Compensation	86	569	570
Contractual Services			
Dues and Subscriptions			974
Legal Services	-	2,000	1,000
Security	2,340	8,400	8,400
Maintenance			
Park Maintenance	39,487	35,000	35,000
Capital Outlay			
Capital Outlay-Vehicles	10,500	-	-
Capital Outlay-Park Improvements	3,530	39,000	54,000
Transfers			
Transfer to General Fund	15,000	15,000	20,000
Total Expenditures	70,944	114,352	133,802
Net Change in Fund Balance	1,944	(13,152)	(33,202)
Fund Balance, Beginning	65,802	67,746	61,602
Fund Balance, Ending	67,746	54,594	28,400

Violence Against Women Grant:

General

The Violence Against Women Special Revenue Fund is dedicated and may only be spent on the salaries and benefits of a dedicated investigator that is specially trained in the unique issues frequently encountered in sexual assault, domestic assault, and other similar offenses.

Policy

The Violence Against Women Special Revenue fund is funded by a grant from the Office of the Attorney General, revenues cannot be used for any purpose other than the salary, benefits, and other approved costs for the investigator position.

Condition

Presently, the Violence Against Women Special Revenue Fund revenues and expenditures are recorded in a dedicated fund independent of the City's General Fund.

Recommendation

The projected revenue for FY 2020-2021 is \$81,578 and is based State grant information. Authorized expenditures are \$82,265 for salary, benefits, and other related training expenses.

Violence Against Women Grant	Actual FY18-19	Budget FY19/20	Proposed FY20/21
Revenues			
Violence Against Women	61,816	70,542	73352
Transfer In		5,000	19,821
Total Revenues	61,816	70,542	93,173
Expenditures			
Salaries-Full Time	49,612	56,319	56856
Overtime	754	-	0
Certification Pay	565	300	300
Longevity			708
FICA/Medicare Tax	667	821	824
Unemployment Tax	-	162	162
Worker's Compensation	1,343	2,593	2604
Group Health Insurance		12,283	12283
Retirement/ TMRS	6,134	8,493	8528
Physicals & Evaluations	-		
Supplies			
Operating Supplies	1,665	1,800	
Travel and Training	1,075	2,243	
Total Expenditures	61,816	85,014	82,265
Net Change in Fund Balance	-	(14,472)	10,908
Fund Balance, Beginning	-	-	(10,908)
Fund Balance, Ending	\$ -	\$ (14,472)	\$ 0

CAPITAL PROJECTS FUND

General

The Capital Projects Fund is dedicated to projects that will be paid for utilizing bonds proceeds from previous bond elections.

Policy

The Capital Projects Funds is funded by bond proceeds from debt that City of Lake Dallas has issued. The projects that this funding will be utilized for have been predetermined and voted on by the Lake Dallas City Council.

Condition

Presently, the Capital Projects Fund revenues and expenditures are recorded in a dedicated fund independent of the City’s General Fund.

Recommendation

The projected revenue for FY 2020-2021 is \$8,500 and is based State grant information. Authorized expenditures are \$800,000 for Capital Projects.

Capital Project Fund	Actual FY18-19	Budget FY19/20	Proposed FY20/21
Revenues			
Interest Income - Special Revenue DFS	2,400		8,500
Bond Proceeds	1,565,000		
Trf from General Fund	32,799		
Total Revenue	1,600,199	-	8,500
Expenditures			
Debt Issue Costs	45,000		
Capital Outlay Construction			800,000
Total Expenditures	45,000	-	800,000
Net Change in Fund Balance	1,555,199	-	(791,500)
Fund Balance, Beginning	5,603	1,560,802	859,302
Fund Balance, Ending	1,560,802	1,560,802	67,802

FIRE CONTRACT STABILIZATION FUND

General

The Fire Contract Stabilization Fund is dedicated to stabilizing the tax rate and utilizing additional revenues in the General Fund to pay for the upcoming increase to the Fire Contract Cost.

Policy

The Fire Contract Stabilization Fund is funded by unassigned fund balance from previous years of surplus revenue and unused expenditures.

Condition

Presently, the Fire Contract Stabilization Fund revenues and expenditures are recorded in a dedicated fund independent of the City’s General Fund.

Recommendation

The projected revenue for FY 2020-2021 is \$415,000. Authorized expenditures are \$0 for Fire Contract for the FY2020-2021 Fiscal Year.

Fire Contract Stabilization Fund	Actual	Budget	Proposed
	FY18-19	FY19/20	FY20/21
Revenues			
Interest Income - Special Revenue DFS			15,000
Trf from General Fund			400,000
Total Revenue	-	-	415,000
Expenditures			
Work Order Software			
Fire Contract			
Total Expenditures	-	-	-
Net Change in Fund Balance	-	-	415,000
Fund Balance, Beginning		-	-
Fund Balance, Ending	\$ -	\$ -	\$ 415,000

COMPONENT UNITS OF GOVERNMENT

The City of Lake Dallas has one Component of Unit of Government Fund, the Lake Dallas (Type B) Community Development Corporation (CDC). The main source of revenue for this fund is a special one-half (1/2) cent sales tax allocation, which was approved by the voters and went into effect in 2003. The CDC is governed by a board of directors. The CDC develops and submits its own budget to the City, for consideration and approval by the City Council. The projected revenue for FY 2020-2021 is \$419,949 and is based on historical numbers and is dependent on sales tax collections. Authorized expenditures are \$829,378 to cover operational costs and commitments, including \$240,028 in debt service payments and \$80,000 in transfers to the General Fund and Park Fund.

COMMUNITY DEVELOPMENT CORP	Actual FY18-19	Budget FY19/20	Proposed FY20/21
4B Sales Tax	378,336	360,000	400,000
Rental Property Income	10,500	18,000	12,000
Interest Income - 4B	10,917	8,000	7,949
Debt Proceeds	700,000	-	-
Total Revenue	1,099,753	386,000	419,949
Expenditures			
Contract Labor	-	-	-
Office Supplies	-	-	-
Special Events	-	-	-
Advertising	-	6,000	24,000
Travel & Training	175	2,000	2,000
Dues & Memberships	-	150	600
Flowers/Gifts/Plaques	79	-	-
Subscriptions & Publications	-	-	1,500
Utilities	8,914	11,000	11,000
Accounting & Auditor	2,750	3,000	3,250
Legal Services	3,793	3,000	3,000
Engineering	-	-	-
Consultants & Professionals	-	-	30,000
Bank Fees	-	2,000	-
Downtown Development	-	-	-
CDC Downtown BIG Grants	10,000	15,000	30,000
Keep Lake Dallas Beautiful	-	-	-
Park Maintenance	-	-	-
Rental Property Maintenance	10,572	3,600	4,000
Capital Outlay-CDC Projects	611,718	106,500	200,000
Debt Issue Costs	24,983	-	-
Transfer to General Fund Parks & Admin	72,000	72,000	80,000
Transfer to Debt Service Fund	201,131	235,825	240,028
Draw Down from Reserves			
Total Expenditures	946,115	460,075	629,378
Net Change in Fund Balance	153,639	(74,075)	(209,429)
Fund Balance, Beginning	446,808	600,447	411,201
Fund Balance, Ending	600,447	526,372	201,772

CAPITAL IMPROVEMENT PROGRAM

The Capital Improvements Program (CIP) has been updated and is included below. The FY 2020-2021 recommended projects total \$143,036.30 including: an additional vehicle for Police, and a replacement vehicle as well as a replacement zero turn mower for the Public Works Department replacement AC Units for City Hall, Library, Animal Shelter, & Fire Station; an automated external defibrillator for City Hall; replacement drop box for the library; and a storage building for the Animal Shelter. There is also \$8,983.30 budget for technology updates. All the capital improvement requests for Parks are going to be covered by the CDC.

Vehicle Replacement Plan										
	Year	Make	Model	Dept.	FY 2020-2021 Proposed	FY2021-2022	FY 2022-2023	FY2023-2024	FY2024-2025	Notes
1	2017	Ford	F250	PW						Replace 2023 or 2024
2	2016	Ford	F550 Dump Truck	PW						Replace 2028
3	2010	Ford	F150	PW	\$35,000					
4	2006	Ford	F250	PARKS						Replace with Utility Bed Truck
5	2006	Ford	F150	PW						Repurpose to Code Enforcement
6	1992	GMC	Top Kick Dump Truck	PW		\$50,000				
7	2004	Ford	F150	PW						
8	1999	Ford	F150	Code						
9	2007	Dodge	Durango	Admin						Replace with passenger van
10	2012	Dodge	Charger	PD						Replace 2018 due to hail damage
11	2013	Dodge	Charger	PD		\$43,000				Repurpose to CID - See Comment Notes
12	2015	Dodge	Charger	PD	\$45,853					Replace with Tahoe
13	2015	Dodge	Charger	CID						See Comment Notes
14	2015	Dodge	Charger	PD						SRO - Replaced 2025
15	2015	Chevrolet	Silverado	AS		\$60,000				
16	2017	Ford	Explorer	PD			\$60,000			
17	2017	Ford	Explorer	PD			\$60,000			
18	2017	Ford	Explorer	PD			\$60,000			
19	2017	Ford	Explorer	PD				\$60,000		
20	2017	Ford	Explorer	PD				\$60,000		
21	1990	Chevrolet	Command Van	PD						
22	2014	John Deere	Zero Turn Mower	PW						
23	2014	John Deere	Zero Turn Mower	PW						WGP - Keep as back up
24	2015	John Deere	Zero Turn Mower	PW	\$10,300					
25	2015	John Deere	Zero Turn Mower	PW		\$10,300				
26	2015	JCB	Backhoe Tractor	PW						Estimated 2025-26 Replacement
27	2015	Bobcat	Skid Steer S550	PW						Estimated 2026-27 Replacement
	2007	Bobcat	2200	PW						
28	n/a	n/a	Bucket Truck	PW						*Proposed Purchase
					\$91,153	\$163,300	\$180,000	\$120,000		

Facilities 5-Year Capital Improvement Plan

Capital Project	FY 2020-2021 Proposed	FY 2021- 2022	FY 2022- 2023	FY2023- 2024	FY2024- 2025	NOTES
City Hall	\$11,000	\$38,000	\$0	\$0		
Library	\$10,500	\$13,000	\$30,000	\$15,000		
Animal Shelter	\$12,400	\$26,000	\$0	\$0		
Public Works Yard	\$0	\$0	\$0	\$0		
Fire Station	\$9,000	\$0	\$8,000	\$0		
Old City Hall	\$0	\$8,000	\$0	\$0		
TOTAL	\$42,900	\$85,000	\$38,000	\$15,000		

Facilities 5-Year Capital Improvement Plan

City Hall

Capital Project	FY 2020-2021 Proposed	FY 2021-2022	FY 2022-2023	FY2023-2024	FY2024-2025	NOTES
Roof Replacement						\$61,796 remaining in insurance claim money
Foundation inspection/repairs						Covered by CO's
Repair/replace community room floor		\$10,000				Will not be done until foundation issue fixed
Door security implementation						Paid for from Court Security Fund
Kitchen removal		\$15,000				Will need further Discussions
Parking lot sealed and re-striped						Covered by CO's
AC Units (6) installed 2011						Covered by 's
AC Units (2) installed 2002						
AC Units (1) installed 2003	\$9,000					Smaller Unit
AC Units (1) installed 2018						Estimated replacement in 2030
Flooring in PD						We already have the tile this is installation cost
Remodel jail into property/evidence room						Work began in FY17-18
Carpet		\$8,000				City Hall Side of building
Paint building		\$5,000				
Tile PD Floor						
Renovation for Property Room						
AED	\$2,000					
Electronic Locks for PD						
Restriping City Hall and City Park Parking Lot						
TOTAL	\$11,000	\$38,000	\$0	\$0		

Facilities 5-Year Capital Improvement Plan

Library

Capital Project	FY 2020-2021 Proposed	FY 2021- 2022	FY 2022- 2023	FY2023- 2024	FY2024- 2025	Notes
New front door facing Shady Shores						* Will be done in FY17-18
Door to Director's office						
Door to Main office entry						
Seal and Stripe front parking		4,500				
AC unit replacement (2)						
AC unit replacement (3)	9,000	8,500				
Carpet/Flooring			15,000			
Cameras						
Check Out Table to be ADA			15,000			
Replace Wall/ Meeting Room Expansion				15,000		
Replacement Windows						
Digital Billboard						
Replacement of Doors in Restroom						
Remove old book drop box						
Replace Library Outdoor Dropbox	1,500					
TOTAL	\$ 10,500	\$ 13,000	\$30,000	\$15,000		

Fire Station						
Capital Project	FY 2019-2020	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY2023-2024	Notes
Bay ceiling tiles need to be replaced	\$1,500**					Bucket truck rental needed
RFP siding in bay - falling off						
Interior Painting						
Kitchen cabinets replacement						
Bricks on front of station						
Shower leaks						
Bathroom tiles						
Watch office countertops						
Drywall repairs behind washer						
AC (2) installed 2009	\$8,000					
AC (1) installed 2014				\$8,000		
AC (1) installed 2016						Estimated Replacement 2026
Sealing of exterior walls						
Total	\$8,000	\$0	\$0	\$8,000	\$0	
	UNFUNDED					

Animal Shelter						
Capital Project	FY 2020-2021 Proposed	FY 2021-2022	FY 2022-2023	FY2023-2024	FY2024-2025	Notes
New fence						Project began in FY 2017-18, will phase in
Storage Building	\$3,000					
Expanded parking		\$10,000				
AC Unit (3) installed 2008	\$9,400	\$16,000				Per new quote dated 6/24/19
Cat Kennels						Supplement requested submitted with estimate
Dog Kennels						
Freezer						Installed in 2008, waiting on results of diagnostic before determining replacement schedule
TOTAL	\$12,400.00	\$26,000.00	\$0.00	\$0.00		

Facilities 5-Year Capital Improvement Plan

Public Works Yard

Capital Project	FY 2020-2021 Proposed	FY 2021-2022	FY 2022-2023	FY2023-2024	FY2024-2025	Notes
New building						Debt Service
New fence and gate						Covered by CO's
Concrete storage bins						Covered by CO's
Site Plan/Engineering						
Parking Lot						Covered by CO's
Total	\$0	\$0	\$0			

Fire Station

Capital Project	FY 2020-2021 Proposed	FY 2021-2022	FY 2022-2023	FY2023-2024	FY2024-2025	Notes
Bay ceiling tiles need to be replaced						Bucket truck rental needed
RFP siding in bay - falling off						
Interior Painting						
Kitchen cabinets replacement						
Bricks on front of station						
Shower leaks						
Bathroom tiles						
Watch office countertops						
Drywall repairs behind washer						
AC (2) installed 2009	\$9,000					
AC (1) installed 2014			\$8,000			
AC (1) installed 2016						Estimated Replacement 2026
Sealing of exterior walls						
Total	\$9,000	\$0	\$8,000	\$0		

Old City Hall

Capital Project	FY 2020-2021 Proposed	FY 2021- 2022	FY 2022- 2023	FY2023- 2024	FY2024- 2025	Notes
AC Unit - Installed 2000						
Ac Unit - Installed 2010		\$8,000				
Roof						
Total	\$0	\$8,000	\$0	\$0		

Parks 5-Year Capital Improvements Plan

Capital Projects	FY 2020-2021 Proposed Projects	FY 2021-2022	FY 2022-2023	FY2023-2024	FY2024-2025	NOTES
City Park	\$61,300.00	\$398,000.00	\$0.00	\$100,000.00		
River Oaks Park	\$1,500.00	\$6,000.00	\$4,000.00	\$0.00		
Community Park	\$1,500.00	\$20,000.00	\$0.00	\$0.00		
Thousand Oak Park	\$4,700.00	\$10,000.00	\$70,000.00	\$3,800.00		
Total	\$69,000.00	\$434,000.00	\$74,000.00	\$103,800.00		
Willow Grove Park	\$129,000.00	\$17,000.00	\$52,000.00	\$45,000.00		

Parks 5-Year Capital Improvements Plan

City Park

Capital Project	FY 2020-2021 Proposed	FY 2021-2022	FY 2022-2023	FY2023-2024	FY2024-2025	NOTES
Install Field Lighting (work with local sport Assoc)		\$380,000				
Grade Soccer Fields (work with local sport Assoc)				\$100,000		
Adding Wind Screens for Tennis Courts						
Add Security Cameras for Concession Stand						
Add Security Cameras for Restrooms						
Concrete Walking Trail around Park	\$56,000					
Stage/Amphitheater						
Parking Lot Sealing and Work Out Equipment/ Flat Signage for Parks		\$15,000				Covered by CO's
Tree Replacement	\$3,000	\$3,000				
Sun Screen for Play Ground						
Soccer Field Improvements						Decision hasn't been made with LCSA
Tennis Courts- Bleacher Seats	\$2,000					
40 Amp Pedestals for Food Trucks						
Improvements to Basketball Court	\$300					
Temporary Lights for Soccer Field						
Total	\$61,300	\$398,000	\$0	\$100,000	\$0	

Parks 5-Year Capital Improvements Plan

River Oaks Park

Capital Project	FY 2020-2021 Proposed	FY 2021-2022	FY 2022-2023	FY2023-2024	FY2024-2025	NOTES
Add Additional Trees	\$1,500					
Replace Park Bench						
Signage for Parks						
Swing Set		\$6,000				
Park Benches			\$4,000			
Total	\$1,500	\$6,000	\$4,000	\$0		

Community Park

Capital Project	FY 2020-2021 Proposed	FY 2021-2022	FY 2022-2023	FY2023-2024	FY2024-2025	NOTES
New Picnic Tables						
New Garbage Receptacles						
New Park Benches						
Install Additional Parking						Covered by CO's
Add Security Cameras						
Walking Path		\$20,000				
Playground Replacement						
Tree Replacement	\$1,500					
Signage for Parks						
Sidewalk Trail						
Total	\$1,500	\$20,000	\$0	\$0		

**Parks 5-Year Capital Improvements Plan
Thousand Oak Park**

Capital Project	FY 2020-2021 Proposed	FY 2021-2022	FY 2022-2023	FY2023-2024	FY2024-2025	NOTES
Replace Thousand Oak Park Sign						
Install concrete Walking Tail		\$10,000				
Playset/Rec. Facility for Park			\$70,000			
Benches	\$1,200					
Garbage Cans	\$1,500					
Water Fountain Replacement				\$3,800		Still researching, it is operating properly.
Picnic tables	\$2,000					
Total	\$4,700	\$10,000	\$70,000	\$3,800	\$0	

**Parks 5-Year Capital Improvements Plan
Willow Grove Park**

Capital Project	FY 2020-2021 Proposed	FY 2021-2022	FY 2022-2023	FY2023-2024	FY2024-2025	NOTES
Repair Lights	\$13,000					
Add Parking						
Replace Bollards		\$4,000				
Repair/Replace Fishing Pier	\$20,000					
Improve RV Campsite Surface	\$2,000					
Add Additional Picnic Tables	\$4,000					
Add Additional Garbage Cans						
Lighting for Pavilion	\$12,000					
New Kiosk/Gate						
Improve Boat Launch	\$75,000					
Concrete Walking Trail			\$45,000	\$45,000		\$45,000 additional will be needed in FY 2023-24
Install Additional Camera System		\$10,000				
Repair Bird Viewpoint			\$7,000			
Purchase Mower						
Tree Replacement	\$3,000	\$3,000				
Signage for Parks						
Install water hydrant at Pavilion						
Total	\$129,000	\$17,000	\$52,000	\$45,000		

Information Technology 5-Year Capital Improvements Plan

Capital Projects	FY 2020-2021	FY 2021-2022	FY 2022-2023	FY2023-2024	FY2024-2025	NOTES
Municipal Court	\$0.00	\$0.00	\$0.00	\$0.00		
Development Services	\$0.00	\$2,350.00	\$0.00	\$0.00		
Administration	\$0.00	\$2,350.00	\$2,350.00	\$0.00		
Library	\$0.00	\$1,400.00	\$6,000.00	\$4,000.00		
Animal Services	\$0.00	\$1,550.00	\$0.00	\$0.00		
Public Works	\$0.00	\$0.00	\$3,000.00	\$1,700.00		
Police	\$8,983.30	\$52,000.00	\$94,800.00	\$9,400.00		
Total	\$8,983.30	\$59,650.00	\$106,150.00	\$15,100.00	\$0.00	

Information Technology 5-Year Capital Improvements Plan

Municipal Court

Capital Projects	FY 2020-2021 Proposed	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY2024-2025	NOTES
Court Administrator desktop (BWH5BY1, Dell, OptiPlex 3010, Windows 7)						
Court Administrator laptop (2CE2062Z38, Hewlett-Packard, HP Pavilion dv7 Notebook PC) & docking station						
Court Administrator monitors (2)						
Municipal Judge laptop (46B93G2, Dell, Latitude E5570)						Will not replace
Total	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

Information Technology 5-Year Capital Improvements Plan

Development Services

Capital Projects	FY 2020-2021 Proposed	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY2024-2025	NOTES
Permit Coordinator monitors (2)						
Permit Coordinator desktop (CRDLXR1, Dell, OptiPlex 390, Windows 7)						
Director of Development Services desktop (CRDJXR1, Dell, OptiPlex 390, Windows 7)						Will not replace
Director of Development Services laptop (4XZB0N2, Dell, Latitude 5580) & docking station						
Director of Development Services monitors (2)						
Code Compliance Officer laptop (82S79H2, Dell, Latitude 5580)		\$2,000.00				
Code Compliance Officer monitors (2)		\$350.00				
Tablet for Development Services						
Tablet for Development Services						
Total	\$0.00	\$2,350.00	\$0.00	\$0.00		

Information Technology 5-Year Capital Improvements Plan

Administration

Capital Projects	FY 2020-2021 Proposed	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY2024-2025	NOTES
City Manager's desktop (5VB4QD2, Dell, OptiPlex 5040, Windows 7)						Will not replace
City Manager's monitors (2)						
City Manager's laptop (6VY83G2, Dell, Latitude E5570) & docking station						
City Secretary's desktop (FGT0BY1, Dell, OptiPlex 3010, Windows 7)						Will not replace
City Secretary's monitors (2)						
City Secretary's laptop (D6Q0SQ2, Dell, OptiPlex 3010) & docking station						
Finance Director's desktop (CRDKXR1, Dell, OptiPlex 390, Windows 7)						Will not replace
Finance Director's monitors (2)			\$350.00			
Finance Director's laptop (HMDF0N2, Dell, Latitude 5580) & docking station			\$2,000.00			
Com Dev Coord's monitors (2)		\$350.00				
Com Dev Coord's laptop (4FKZ7S2, Dell, Latitude 5590) & docking station		\$2,000.00				
Council Chamber laptop (FT6D3H2, Dell, Latitude E5570)						
Council chamber audio equipment						
Council chamber projector (BENQ)						
Total	\$0.00	\$2,350.00	\$2,350.00	\$0.00		

Information Technology 5-Year Capital Improvements Plan

Library

Capital Projects	FY 2020-2021 Proposed	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY2024-2025	NOTES
PC Monitors			\$1,200.00	\$800.00		
Director's Laptop (59955275053, Surface Pro)						
Patron Computer - not assembled (6NTCDV2, OptiPlex 3050)						Plan to replace FY2025/26
Patron Computer - not assembled (6NT8DV2, OptiPlex 3050)						Plan to replace FY2025/26
Patron Computer - not assembled (6NT7DV2, OptiPlex 3050)						Plan to replace FY2025/26
Circulation Desk Computer (6NTBDV2, OptiPlex 3050)						Plan to replace FY2026/27
Circulation Desk Computer (6NV6DV2, OptiPlex 3050)						Plan to replace FY2026/27
Staff Laptop (FRH7BV2, Latitude 3590)		\$1,400.00				
Patron Facing Online Catalog (FN3FMF2, OptiPlex 3040)			\$800.00			
Patron Facing Self-Checkout (D2BCMF2, OptiPlex 3040)			\$800.00			
Print Release Station (DW635F2, OptiPlex 3040)			\$800.00			
Computer Network PC (H3735F2, OptiPlex 3040)			\$800.00			
Staff Desk Computer (9X635F2, OptiPlex 3040)			\$800.00			
Staff Circulation Desk Computer (FHLHCH2, OptiPlex 3050)						Plan to replace FY2026/27
Staff Desk Computer (FX635F2, OptiPlex 3040)			\$800.00			
Patron Computer (HS0ZVP2, OptiPlex 3050)						Plan to replace FY2025/26
Patron Computer (6NT9DV2, OptiPlex 3050)						Plan to replace FY2025/26
Patron Computer (HSLZVP2, OptiPlex 3050)						Plan to replace FY2024/25
Computer Network PC (B5FFPS1, OptiPlex 390)						Will not be replaced
Patron Computer (2SH1MP2, OptiPlex 3050)						Plan to replace FY2024/25
Patron Computer (2RZYLP2, OptiPlex 3050)						Plan to replace FY2024/25
Patron Computer (2XFJLP2, OptiPlex 3050)						Plan to replace FY2024/25
Patron Computer (2S62MP2, OptiPlex 3050)				\$800.00		
Print Release Station (19C3JN1, OptiPlex 780)						Will not be replaced
Patron Computer (2RRZLP2, OptiPlex 3050)				\$800.00		
Patron Computer (OptiPlex 3050)				\$800.00		
Patron Computer (OptiPlex 3050)				\$800.00		
iPad Mini						Will not be replaced
iPad Mini						Will not be replaced
iPad						Will not be replaced
	\$0.00	\$1,400.00	\$6,000.00	\$4,000.00		

Information Technology 5-Year Capital Improvements Plan

Animal Services

Capital Projects	FY 2020-2021 Proposed	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY2024-2025	NOTES
Animal Services Manager's desktop (9NB8BY1, Dell, OptiPlex 3010. Windows Pro 10)						
Animal Services Manager's monitors (2)						
Animal Control Officer monitor						
Animal Control Officer desktop (9ND9BY1, Dell, OptiPlex 3010, Windows 7)						
Front Desk (6NB7DV2, Dell, OptiPlex 3050, Office Home and Business 2016)		\$1,400.00				
Front Desk monitor		\$150.00				
Laptop Docking Station & Screens For Manager						
Total	\$0.00	\$1,550.00	\$0.00	\$0.00		

Information Technology 5-Year Capital Improvements Plan

Public Works & Parks

Capital Projects	FY 2020-2021 Proposed	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY2024-2025	NOTES
Public Works Manager laptop (005102674054, Microsoft Surface Book II) & docking station			\$3,000.00			
Public Works Office desktop (MP1ALNW8, LENOVO)				\$1,700.00		
Tablet for Public Works						
Tablet for Public Works						
Total	\$0.00	\$0.00	\$3,000.00	\$1,700.00		

Information Technology 5-Year Capital Improvements Plan

Police

Capital Projects	FY 2020-2021 Proposed	FY 2021-2022	FY 2022-2023	FY 2023-2024	FY2024-2025	NOTES
MDC's (2017)		\$12,000	\$8,000			Replace with new patrol vehicles
Citation Writers (4-2019)						
Citation Printers (3-2010 and 3-2012)						As funds from court allow
Police Radios (2016)			\$72,000			2023-Radios will be 7 years old.
Chief's desktop (9SH9SZ2, Dell Optiplex 7070, Windows 10 Pro)					\$1,400	Purchased October 2019 (Replace October 2024)
Patrol Lieutenant desktop (9SF4SZ2, Dell Optiplex 7070, Windows 10 Pro)					\$1,400	Purchased October 2019 (Replace October 2024)
CID Lieutenant desktop (4T9HBM2, Dell Optiplex 3050, Windows 10 Pro)			\$1,400			Purchased 2018 (Replace 2023)
Records Manager desktop (9SJ6SZ2, Dell Optiplex 7070, Windows 10 Pro)					\$1,400	Purchased October 2019 (Replace October 2024)
Records Assistant desktop (4PXDWP1, Dell Optiplex 3010, Windows 7 Pro)						
Patrol Desktop 1 (9S86SZ2, Dell Optiplex 7070, Windows 10 Pro)					\$1,400	Purchased October 2019 (Replace October 2024)
Patrol Desktop 2 (9SF8SZ2, Dell Optiplex 7070, Windows 10 Pro)					\$1,400	Purchased October 2019 (Replace October 2024)
Patrol Sergeant desktop (9SC4SZ2, Dell Optiplex 7070, Windows 10 Pro)					\$1,400	Purchased October 2019 (Replace October 2024)
CID Investigator 1 desktop (D9599M2, Dell, Optiplex 7050 Windows 10)			\$1,400			Purchased 2018 (Replace 2023)
CID Investigator 2 / VAWA desktop (2T3KDW2, Dell, Optiplex 3060, Windows 10)				\$1,400		Purchased FY 2018-2019 (VAWA Year 1) (Replace FY 2023-2024)
Training Laptop (FM231G2 Dell, Latitude E5570, Windows 10)						CID Old laptop purchased in 2017. Re-purposed as training computer.
SRO Laptop (G5831G2, Dell Latitude E5570, Windows 10 Pro)						Chief's Old Laptop purchased 2017. New SSD installed in 2020.
Chief's Laptop (01482427957, Microsoft Surface Pro, Windows 10 Pro)				\$2,000		Mfg. April of 2019/Donated used June 2020
CID Lieutenant Laptop (004331380157, Microsoft Surface Pro, Windows 10 Pro)				\$2,000		Mfg. April of 2019/Donated used June 2020
CID Investigator Laptop (010589573657, Microsoft Surface Pro, Windows 10 Pro)				\$2,000		Mfg. April of 2019/Donated used June 2020
CID Investigator #2 Laptop (016121372957, Microsoft Surface Pro, Windows 10 Pro)				\$2,000		Mfg. April of 2019/Donated used June 2020
Photogrammetry Laptop (FANOCX41480344D, ASUS, G501J, Windows 10)						Replace as funds become available
DVD Writer (2015)	\$5,533.30					Consider server storage for backup
Domain Controller (2019)						Lease agreement replacement
L3 Server (2017)		\$15,000				Every five years 2017-2022
Body Cameras (2019)	\$3,450.00	\$7,000				Purchased Sept. 2019 (Replace Sept. 2022) Asking for 7 new cameras and 6 Bluetooth devices.
In-car police radios (2016)		\$18,000	\$12,000			Replace with new patrol vehicles
Total	\$8,983.30	\$52,000	\$94,800	\$9,400		